



MEDINA CITY COUNCIL

Monday, September 13, 2021

4:00 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
SEPTEMBER 13, 2021 CITY COUNCIL
REGULAR MEETING

Virtual/Online

Monday, September 13, 2021 – 4:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Cythnia F. Adkins

COUNCIL MEMBERS | Roger Frey, Jennifer Garone, Harini Gokul, Alex Morcos, Bob Zook

CITY MANAGER | Michael Sauerwein

CITY ATTORNEY | Scott Missall

CITY CLERK | Aimee Kellerman

Virtual Meeting Participation

With the passage of the City's Proclamation of Local Emergency, City Hall is closed to the public. Council participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. Individuals wishing to speak live during the Virtual City Council meeting will need to register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message before 2PM on the day of the September 13 Council meeting. Please reference Public Comments for September 13 Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3 minute limit.

[Join Microsoft Teams Meeting](#)

+1 360-302-2562 United States, Seattle (Toll)

Conference ID: 647 612 757#

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Adkins, Frey, Garone, Gokul, Morcos, Rossman and Zook

2. APPROVAL OF MEETING AGENDA

3. PUBLIC COMMENT PERIOD

Individuals wishing to speak live during the Virtual City Council meeting will need to register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message **before 2PM** on the day of the September 13 Council meeting. Please reference Public Comments for September 13 Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3 minute limit.

4. **PRESENTATIONS**

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

Time Estimate: 10 minutes

5. **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.

- 5.1 Check Register, July 2021
Recommendation: Approve.
Staff Contact: Julie Ketter, Director of Finance and HR

- 5.2 Check Register, August 2021
Recommendation: Approve
Staff Contact: Julie Ketter, Director of Finance and HR

- 5.3 Approved June 16, 2021 Park Board Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Dawn Nations, Deputy City Clerk

- 5.4 Approved June 22, 2021 Planning Commission Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Stephanie Keyser, AICP, Planning Manager

- 5.5 Draft July 12, 2021 City Council Meeting Minutes
Recommendation: Adopt Minutes.
Staff Contact: Aimee Kellerman, CMC, City Clerk

6. **LEGISLATIVE HEARING**

None.

7. **PUBLIC HEARING**

- 7.1 Medina Municipal Code Recodification: Continued **Public Hearing and Adoption**
Recommendation: Approve Ordinance No. 1000 as presented.
Staff Contacts: Aimee Kellerman, CMC, City Clerk; Scott Missall, City Attorney

Time Estimate: 10 minutes

- 7.2 2022 Preliminary Budget
Recommendation: Discussion item only.
Staff Contact: Julie Ketter, Finance Director and Michael Sauerwein, City Manager

Time Estimate: 30 minutes

8. CITY BUSINESS

8.1 Liang Street Vacation – 442 Upland Road

Recommendation: Adopt Resolution No. 419.

Staff Contact(s): Stephanie Keyser, Planning Manager; Scott Missall, City Attorney

Time Estimate: 10 minutes

8.2 520 Expansion Joint Sound Mitigation Study Progress Report

Recommendation: Discussion.

Staff Contact: City Manager Michael Sauerwein

Time Estimate: 30 minutes

8.3 American Rescue Plan Act Funding

Recommendation: Discussion and direction from the City Council.

Staff Contact: Michael Sauerwein, City Manager

Time Estimate: 30 minutes

8.4 Community Survey Discussion

Recommendation: Discussion and Direction.

Staff Contact: City Manager Michael Sauerwein

Time Estimate: 30 minutes

9. CITY MANAGER'S REPORT

Time Estimate: 15 minutes

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

9.1a CM Report

9.1b Police Activity Report

9.1c DS Report

9.1d Finance Report

9.1e CS Report

9.1f PW Report

10. EXECUTIVE SESSION

Time Estimate: 60 minutes

ES-1 RCW 42.30.11 (1)(i)

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

ES-2 RCW 42.30.140(4)(a)

Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress

11. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE

12. PUBLIC COMMENT

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

13. ADJOURNMENT

Next regular City Council Meeting: September 27, 2021 at 4 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

Monday, September 27, 2021 - City Council Meeting (4:00 PM)

Monday, October 11, 2021 - City Council Meeting (4:00 PM)

Monday, October 25, 2021 - City Council Meeting (4:00 PM)

Monday, November 8, 2021 - City Council Meeting (4:00 PM)

Monday, November 22, 2021 - City Council Meeting (4:00 PM)

Thursday, November 25, 2021 - Thanksgiving Holiday - City Hall Closed

Friday, November 26, 2021 - Day After Thanksgiving Holiday - City Hall Closed

Monday, December 13, 2021 - City Council Meeting (4:00 PM)

Monday, December 27, 2021 - City Council Meeting (4:00 PM)

CERTIFICATION OF POSTING AGENDA

The agenda for September 13, 2021 Regular Meeting of the Medina City Council was posted and available for review on September 10, 2021 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.

Check Register
July 2021

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Anglin, Albert	REIMB 6/29/2021	LEOFF1 exp reimb.	\$3,578.51	62902	7/8/2021	001-000-000-521-20-21-10	Personnel Benefits-Retirees
			\$3,578.51	62902 Total			
8X8, Inc.	3070888	CH phones	\$910.17	62903	7/13/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$910.17	62903 Total			
911 Supply Inc	INV-2-11207	PD uniforms, Sass	\$97.98	62904	7/13/2021	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-11206	PD uniforms, Glenn	\$188.25	62904	7/13/2021	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-11205	PD uniforms, Gidlof	\$165.11	62904	7/13/2021	001-000-000-521-20-22-00	Uniforms
			\$451.34	62904 Total			
Adonis Photography	3791	Crime prevention photos	\$1,123.00	62905	7/13/2021	001-000-000-521-20-49-60	Crime Prevention/Public Educ
			\$1,123.00	62905 Total			
AT&T Mobility	287287975246X06272021	PD cell phones	\$807.59	62906	7/13/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
AT&T Mobility	277287975246X05272021	PD cell phones	\$804.23	62906	7/13/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$1,611.82	62906 Total			
AT&T MOBILITY	287290584494X06132021	PW cell phones	\$14.60	62907	7/13/2021	001-000-000-576-80-42-00	Telephone/postage
			\$14.60	62907 Total			
Bellevue City Treasurer - Water	05065006 4/8-5/27/2021	CH water/waste water	\$655.86	62908	7/13/2021	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Bellevue City Treasurer - Water	07522006 5/7-5/28/2021	Fairweather pk irrig.	\$178.96	62908	7/13/2021	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05066001 4/8-5/27/2021	Beach pk irrig.	\$199.33	62908	7/13/2021	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05172008 4/12-6/2/2021	Medina pk irrig.	\$1,079.32	62908	7/13/2021	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	14971001 4/6-5/25/2021	84th/24th irrig.	\$117.83	62908	7/13/2021	101-000-000-542-70-40-00	Street Irrigation Utilities
			\$2,231.30	62908 Total			
Buenavista Services, Inc	8825	CH&PO janitorial, Jun'21	\$2,037.75	62909	7/13/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	8824	Pk restroom janitorial, Jun'21	\$1,158.62	62909	7/13/2021	001-000-000-576-80-41-00	Professional Services
			\$3,196.37	62909 Total			
Centurylink	425-637-3989 759B 6/17-7/17/21	PD phone/fax	\$240.97	62910	7/13/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$240.97	62910 Total			
Comcast	8498330130197935 6/7-7/6/21	1000 LWB camera	\$241.36	62911	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130197935 7/7-8/6/21	1000 LWB camera	\$251.36	62911	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330081741723 6/7-7/6/21	700 LWB camera	\$245.22	62911	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330081741723 7/7-8/6/21	700 LWB camera	\$255.22	62911	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130193587 6/25-7/24/21	PW internet svcs	\$146.36	62911	7/13/2021	001-000-000-576-80-42-00	Telephone/postage
			\$1,139.52	62911 Total			
Crystal And Sierra Springs-Admin	11037150 061921	CH drinking water	\$52.39	62912	7/13/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$52.39	62912 Total			
Crystal And Sierra Springs-Police	5296969 061921	PD drinking water	\$216.94	62913	7/13/2021	001-000-000-521-20-31-00	Office Supplies
			\$216.94	62913 Total			
Crystal And Sierra Springs-PW	5291929 061921	PW drinking water	\$63.60	62914	7/13/2021	001-000-000-576-80-31-00	Operating Supplies
			\$63.60	62914 Total			
FCI - Custom Police Vehicles	13903	PD veh. lease, Jul'21	\$831.40	62915	7/13/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13901.	PD veh. lease, Jul'21	\$748.89	62915	7/13/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13902	PD veh. lease, Jul'21	\$875.76	62915	7/13/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13903	PD veh. lease, Jul'21	\$162.32	62915	7/13/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	13901.	PD veh. lease, Jul'21	\$190.23	62915	7/13/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	13902	PD veh. lease, Jul'21	\$205.32	62915	7/13/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
			\$3,013.92	62915 Total			

Check Register
July 2021

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Gray & Osborne, Inc.	20487.00-13	Storm sys assess & mapping	\$1,042.53	62916	7/13/2021	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	21428.00-2	Storm sys assess & mapping	\$855.00	62916	7/13/2021	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	21441.00-6	NE 12 St. Ped. Imp.	\$575.27	62916	7/13/2021	307-000-000-595-30-63-10	Sidewalk Improvements
			\$2,472.80	62916 Total			
Hermanson Company, LLP	8019725	CH HVAC repair	\$241.84	62917	7/13/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$241.84	62917 Total			
Home Depot Credit Services	3080548	Elbow brass	\$23.03	62918	7/13/2021	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	9622331	Tool backpack & batteries	\$53.34	62918	7/13/2021	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	1122126	park irrig. supplies	\$127.37	62918	7/13/2021	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	5081963	Maint. supplies	\$302.69	62918	7/13/2021	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	0625684	Awning screw	\$7.80	62918	7/13/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services	3615866	Kneeling pads & supplies	\$59.26	62918	7/13/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
			\$573.49	62918 Total			
Horticultural Elements, Inc.	5434	84th landscape, Jul'21	\$4,490.00	62919	7/13/2021	101-000-000-542-30-41-00	Professional Services
			\$4,490.00	62919 Total			
Message Watcher, LLC	44789	Email archiving, Jun'21	\$116.00	62920	7/13/2021	001-000-000-518-80-41-50	Technical Services, Software Services
			\$116.00	62920 Total			
Michael & JJ , LLC	1010 6/1-7/1/21	PD dry cleaning	\$211.41	62921	7/13/2021	001-000-000-521-20-22-00	Uniforms
			\$211.41	62921 Total			
Microsoft Corporation	1524806648 007812373053	Surface repl. warranty	\$495.45	62922	7/13/2021	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies
			\$495.45	62922 Total			
Navia Benefit Solutions	10358166	Flex fees, Jun'21	\$50.00	62923	7/13/2021	001-000-000-514-20-49-10	Miscellaneous
			\$50.00	62923 Total			
Pitney Bowes Global Fin. Svcs LLC	3313803077	Postage meter lease	\$451.45	62924	7/13/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$451.45	62924 Total			
Pro-shred	45964	CH shredding svc	\$53.00	62925	7/13/2021	001-000-000-518-10-41-00	Professional Services
Pro-shred	46073	Community Shredding Day	\$1,200.00	62925	7/13/2021	001-000-000-521-20-49-60	Crime Prevention/Public Educ
			\$1,253.00	62925 Total			
Puget Sound Energy	200018418620 5/20-6/18/21	CH power	\$1,317.34	62926	7/13/2021	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy	200024956076 5/20-6/18/21	82nd Ave NE camera	\$34.89	62926	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200004844698 5/21-6/21/21	NE 10th st camera	\$32.49	62926	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200004844904 5/21-6/21/21	ODE camera	\$34.11	62926	7/13/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200012316424 5/20-6/18/21	PW shop & Medina pk pwr	\$512.91	62926	7/13/2021	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	200004844466 5/21-6/21/21	View pt pk power	\$15.34	62926	7/13/2021	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	220017371946 6/2-6/30/21	Street light power	\$102.51	62926	7/13/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220013672732 6/2-6/30/21	Street light power	\$28.70	62926	7/13/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220014371912 6/2-6/30/21	Street light power	\$1,731.82	62926	7/13/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220013665165 6/2-6/30/21	Street light power	\$12.33	62926	7/13/2021	101-000-000-542-63-41-00	Street Light Utilities
			\$3,822.44	62926 Total			
Radio Communication Services	00453064	Radio repairs	\$504.96	62927	7/13/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$504.96	62927 Total			
RH Inc. dba Office Team	57961771	Temp DS coord. 6/21-6/25	\$1,768.40	62928	7/13/2021	001-000-000-558-60-41-00	Prof Services
			\$1,768.40	62928 Total			
Staples Business Advantage	3480962049	PD office supplies	\$126.22	62929	7/13/2021	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	3480962050	PD office supplies	\$36.53	62929	7/13/2021	001-000-000-521-20-31-00	Office Supplies
			\$162.75	62929 Total			

Check Register
July 2021

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Statewide Security	211026	Alarm/fire monitoring	\$617.10	62930	7/13/2021	001-000-000-518-20-31-00	Office And Operating Supplies
			\$617.10	62930 Total			
TIG Technology Integration Group	5412391	Cisco switch for PD	\$4,367.07	62931	7/13/2021	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies
TIG Technology Integration Group	18562.	IT support, Jul'21	\$10,255.82	62931	7/13/2021	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	24404	Dell VX Rail install	\$2,202.00	62931	7/13/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$16,824.89	62931 Total			
Utilities Underground Location Ctr	1060179	Utility locate svcs	\$90.30	62932	7/13/2021	101-000-000-542-30-47-00	Utility Services
			\$90.30	62932 Total			
VISION FORMS, LLC	6635	AP checks	\$685.27	62933	7/13/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$685.27	62933 Total			
WA Assoc of Sheriffs & Police Chief	DUES 2021-00513	WASPC dues, Sass	\$75.00	62934	7/13/2021	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
			\$75.00	62934 Total			
WA Cities Insurance Authority	15129	Training, Wilcox	\$50.00	62935	7/13/2021	001-000-000-558-60-43-00	Travel & Training
			\$50.00	62935 Total			
WA ST Dept of Transportation	*FB91017012211	Veh. fuel	\$85.48	62936	7/13/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
			\$85.48	62936 Total			
911 Supply Inc	INV-2-11817	PD uniform, Glenn	\$82.56	62937	7/28/2021	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-11818	PD uniform, Gidlof	\$59.45	62937	7/28/2021	001-000-000-521-20-22-00	Uniforms
			\$142.01	62937 Total			
AM Test Inc	122386	Water testing	\$75.00	62938	7/28/2021	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
			\$75.00	62938 Total			
AT&T MOBILITY	287290584494X07132021	PW cell phones	\$45.89	62939	7/28/2021	001-000-000-558-60-49-00	Dues,Subscriptions,Memberships
AT&T MOBILITY	287290584494X07132021	PW cell phones	\$229.45	62939	7/28/2021	001-000-000-576-80-42-00	Telephone/postage
			\$275.34	62939 Total			
Bellevue City Treasurer - Water	90107027 4/28-6/30/21	View pt pk irrig.	\$66.60	62940	7/28/2021	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	02623004 4/23-6/18/21	View pt pk irrig.	\$78.83	62940	7/28/2021	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	90108897 3/31-6/2/21	LWB planter irrig.	\$124.72	62940	7/28/2021	101-000-000-542-70-40-00	Street Irrigation Utilities
			\$270.15	62940 Total			
Car Wash Enterprises	Acct#59 June 2021	PD car washes	\$4.00	62941	7/28/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$4.00	62941 Total			
Cdw Government Inc	G082706	Cisco AMP umbrella	\$3,563.99	62942	7/28/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$3,563.99	62942 Total			
Centurylink	425-451-7838 049B 7/7-8/7/21	CH cc terminal	\$162.98	62943	7/28/2021	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	425-454-2095 384B 7/8-8/8/21	Emergency phone	\$124.65	62943	7/28/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	425-637-3989 759B 7/17-8/17/21	PD phone/fax line	\$236.04	62943	7/28/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	425-454-8183 070B 7/8-8/8/21	PW shop alarm fire line	\$129.60	62943	7/28/2021	001-000-000-576-80-42-00	Telephone/postage
			\$653.27	62943 Total			
Chevrolet Buick GMC of Bellevue	CVR197529	DS veh. repair	\$181.65	62944	7/28/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
Chevrolet Buick GMC of Bellevue	CTCS312816	DS veh. repair	\$1,008.98	62944	7/28/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
Chevrolet Buick GMC of Bellevue	CTCS313666	DS veh. key fob	\$54.99	62944	7/28/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
			\$1,245.62	62944 Total			
CHPWS LLC	5935	Firearm purchase	\$585.06	62945	7/28/2021	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
			\$585.06	62945 Total			
Clyde Hill, City of	2021-7	84th/24th signal & irrig.	\$372.96	62946	7/28/2021	101-000-000-542-30-41-00	Professional Services
Clyde Hill, City of	2021-7	84th/24th signal & irrig.	\$110.44	62946	7/28/2021	101-000-000-542-70-40-00	Street Irrigation Utilities
			\$483.40	62946 Total			

Check Register
July 2021

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Code Publishing Co.	70325	MMC code update	\$1,026.26	62947	7/28/2021	001-000-000-518-10-41-00	Professional Services
			\$1,026.26	62947 Total			
Comcast	8498330130193223 7/16-8/15/21	NE 24th camera	\$241.36	62948	7/28/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130193264 7/16-8/15/21	NE 12th camera	\$241.36	62948	7/28/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130193587 6/25-8/24/21	PW internet svc	\$156.36	62948	7/28/2021	001-000-000-576-80-42-00	Telephone/postage
			\$639.08	62948 Total			
Crystal And Sierra Springs-Admin	11037150 071721	CH drinking water	\$48.00	62949	7/28/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$48.00	62949 Total			
Crystal And Sierra Springs-Police	5296969 071721	PD drinking water	\$127.14	62950	7/28/2021	001-000-000-521-20-31-00	Office Supplies
			\$127.14	62950 Total			
CWA Consultants	21-215	Bldg plan review svc	\$440.00	62951	7/28/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-216	Bldg plan review svc	\$220.00	62951	7/28/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-007	Bldg plan review svc	\$400.00	62951	7/28/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-217	Bldg plan review svc	\$220.00	62951	7/28/2021	001-000-000-558-60-41-00	Prof Services
			\$1,280.00	62951 Total			
Eastside Public Safety Commnct'n	10474	Radio fees, Jul'21	\$495.39	62952	7/28/2021	001-000-000-521-20-41-20	Dispatch-EPSCA
			\$495.39	62952 Total			
FCI - Custom Police Vehicles	13939	PD veh. lease, Jul'21	\$2,714.38	62953	7/28/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13939	PD veh. lease, Jul'21	\$397.82	62953	7/28/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
			\$3,112.20	62953 Total			
G.W. Gunarama Wholesale, Inc.	1123234	Firearm purchase	\$1,123.72	62954	7/28/2021	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
			\$1,123.72	62954 Total			
Gray & Osborne, Inc.	19412.05-21427.15, 6/20-7/17/21	Grading & drainage svcs	\$4,418.09	62955	7/28/2021	001-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	19412.01-21427.15 5/23-6/19/21	Grading & drainage svcs	\$6,735.60	62955	7/28/2021	001-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	20487.00-14	Engineering svc	\$2,507.39	62955	7/28/2021	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	21428.00-3	Engineering svc	\$1,063.92	62955	7/28/2021	307-000-000-595-30-63-02	Storm Sewer Improvements
			\$14,725.00	62955 Total			
Hermanson Company, LLP	8020213	CH HVAC repair	\$255.45	62956	7/28/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Hermanson Company, LLP	8020217	CH HVAC repair, PD	\$672.77	62956	7/28/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Hermanson Company, LLP	8020047	CH HVAC maint.	\$1,911.34	62956	7/28/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$2,839.56	62956 Total			
IIMC	#24144 7/6/21	IIMC annual dues, CC	\$200.00	62957	7/28/2021	001-000-000-518-10-49-20	Dues, Subscriptions
			\$200.00	62957 Total			
Johnston, Willard Max	REIMB 7/14/21	LEOFF1 retiree reimb.	\$375.00	62958	7/28/2021	001-000-000-521-20-21-10	Personnel Benefits-Retirees
			\$375.00	62958 Total			
KC Office of Finance	11010246	KC I-NET, Jun'21	\$375.00	62959	7/28/2021	001-000-000-518-80-41-50	Technical Services, Software Services
			\$375.00	62959 Total			
Kirkland Municipal Court	JULY21MED	Filing fees, Jun'21	\$1,079.52	62960	7/28/2021	001-000-000-512-50-40-10	Municipal Court-Traffic/NonTrf
			\$1,079.52	62960 Total			
Konica Minolta Premier Finance	38108567	CH copier	\$533.61	62961	7/28/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$533.61	62961 Total			
LexisNexis Risk Management	1011660-20210630	Investigative tool, Jun'21	\$113.40	62962	7/28/2021	001-000-000-521-20-41-00	Professional Services
			\$113.40	62962 Total			
Moberly & Roberts, PLLC	975	Prosecution svc, Jun'21	\$4,000.00	62963	7/28/2021	001-000-000-512-50-41-10	Prosecuting Attorney
			\$4,000.00	62963 Total			
Mutt Mitt	421281.	Mutt Mitt dog bags	\$6,096.80	62964	7/28/2021	001-000-000-576-80-31-00	Operating Supplies
			\$6,096.80	62964 Total			

Check Register
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Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, 5G	\$32.50	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, CC	\$2,275.00	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, Creek flood/PCHB	\$18,913.00	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, CS	\$942.50	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, DS	\$3,167.52	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, Exec.	\$565.00	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, Farm animal	\$1,402.92	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, PW	\$437.50	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, Street vacation	\$1,738.75	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
Ogden Murphy Wallace	853000-853108, June 2021	Legal svcs, T-Mobile franc.	\$212.50	62965	7/28/2021	001-000-000-515-41-40-00	City Attorney
			\$29,687.19	62965 Total			
Otak, Inc.	000007210101	Tree code admin.	\$6,683.64	62966	7/28/2021	001-000-000-558-60-41-50	Landscape Consultant
Otak, Inc.	000003210097	Arborist svc.	\$12.94	62966	7/28/2021	103-000-000-558-60-41-50	Professional Services/Landscape Consultant
			\$6,696.58	62966 Total			
Pacific Topsoils, Inc.	22-T1209770	Dump brush	\$171.20	62967	7/28/2021	001-000-000-576-80-41-00	Professional Services
Pacific Topsoils, Inc.	22-T1202502	Dump brush	\$171.20	62967	7/28/2021	001-000-000-576-80-41-00	Professional Services
Pacific Topsoils, Inc.	22-T1202503	Flower bed mulch	\$160.01	62967	7/28/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
			\$502.41	62967 Total			
Pro-shred	46223	CH shredding svc	\$53.00	62968	7/28/2021	001-000-000-518-10-41-00	Professional Services
			\$53.00	62968 Total			
Public Safety Testing, Inc.	2021-359	Q2'21 background check	\$143.00	62969	7/28/2021	001-000-000-521-20-41-50	Recruitment-Background
			\$143.00	62969 Total			
Puget Sound Energy	200004850133 6/16-7/15/21	NE 24th SE camera	\$24.62	62970	7/28/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200012316424 6/19-7/20/21	PW shop power	\$469.39	62970	7/28/2021	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	200004844466 6/22-7/21/21	View pt pk power	\$15.00	62970	7/28/2021	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	300000000087 6/2-6/30/21	Street light power	\$22.87	62970	7/28/2021	101-000-000-542-63-41-00	Street Light Utilities
			\$531.88	62970 Total			
RH Inc. dba Office Team	58084101	Temp DS coord.7/12-7/16/21	\$1,768.40	62971	7/28/2021	001-000-000-558-60-41-00	Prof Services
RH Inc. dba Office Team	58047592	Temp DS coord. 7/5-7/9/21	\$1,768.40	62971	7/28/2021	001-000-000-558-60-41-00	Prof Services
			\$3,536.80	62971 Total			
San Diego Police Equipment CO	648138	Firearm ammo	\$3,404.62	62972	7/28/2021	001-000-000-521-20-31-60	Ammo/Range (Targets, etc)
			\$3,404.62	62972 Total			
Seattle Times, The	8048	Legal notices	\$1,071.05	62973	7/28/2021	001-000-000-518-10-44-00	Advertising
			\$1,071.05	62973 Total			
Sound Law Center	2611	Hearing examiner, Jun'21	\$2,407.50	62974	7/28/2021	001-000-000-558-60-41-02	Hearing Examiner
			\$2,407.50	62974 Total			
Sound View Strategies, LLC	2460	SR520 consulting, Jun'21	\$3,000.00	62975	7/28/2021	001-000-000-513-10-41-00	Professional Services
			\$3,000.00	62975 Total			
Spot-On Print & Design	55122	Window envelopes	\$265.45	62976	7/28/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$265.45	62976 Total			
Staples Business Advantage	3482008733	CH supplies	\$15.99	62977	7/28/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3482008732	CH supplies	\$294.25	62977	7/28/2021	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	3482008731	PD supplies	\$4.99	62977	7/28/2021	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	3482008730	PD supplies	\$71.37	62977	7/28/2021	001-000-000-521-20-31-00	Office Supplies
			\$386.60	62977 Total			

Check Register
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Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Stewart MacNichols Harmell, Inc.	June 2021	Public defense, Jun'21	\$250.00	62978	7/28/2021	001-000-000-515-91-40-00	Public Defender
			\$250.00	62978 Total			
Summit Law Group	126895	General labor counsel	\$234.50	62979	7/28/2021	001-000-000-515-45-40-00	Special Counsel
			\$234.50	62979 Total			
Tiki Car Wash	2021-0630	PD car washes	\$113.38	62980	7/28/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$113.38	62980 Total			
Turf Star, Inc.	7182720-00	Diesel workman parts	\$1,397.17	62981	7/28/2021	101-000-000-542-30-48-00	Equipment Maintenance
			\$1,397.17	62981 Total			
US Bank Voyager Fleet Sys.	8693624262128	PD fuel	\$2,152.76	62982	7/28/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$2,152.76	62982 Total			
WA ST Patrol	I21006502	Background checks	\$88.00	62983	7/28/2021	001-000-000-521-20-41-50	Recruitment-Background
			\$88.00	62983 Total			
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$297.81	62984	7/28/2021	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$143.50	62984	7/28/2021	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$20.68	62984	7/28/2021	631-000-000-586-00-03-00	WA St-State Highway Safety
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$4.32	62984	7/28/2021	631-000-000-586-00-04-00	WA ST Death Inv Account
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$148.30	62984	7/28/2021	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$24.76	62984	7/28/2021	631-000-000-586-89-09-00	WA ST Highway Account
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$25.43	62984	7/28/2021	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$1,868.91	62984	7/28/2021	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$1,055.14	62984	7/28/2021	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$676.83	62984	7/28/2021	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	2021 Q2 State Shared Rev	2021 Q2 State shared rev.	\$253.50	62984	7/28/2021	631-000-000-589-30-03-00	WA St-Bldg Code Fee
			\$4,519.18	62984 Total			
Willard's Pest Control	363762	PD rodent svc	\$83.68	62985	7/28/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$83.68	62985 Total			
Dykes, Ellison	REIMB 7/20/21	Lifeguard training	\$218.90	ACH Payment	7/28/2021	001-000-000-571-00-40-00	Travel & Training - Lifeguards
			\$218.90	ACH Pymt Total			
Glenn, Tyler	Tuition Spr. '21	Tuition reimb. Spr.'21	\$282.60	ACH Payment	7/28/2021	001-000-000-521-20-23-00	Tuition
			\$282.60	ACH Pymt Total			
Hoffner, Audrey	REIMB 6/19/21	Lifeguard cert & course	\$156.00	ACH Payment	7/28/2021	001-000-000-571-00-40-00	Travel & Training - Lifeguards
			\$156.00	ACH Pymt Total			

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Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
US Bank	OSADA 6/2-7/1/21	Asphalt cutting, Medina Park	\$1,101.00	ACH Payment	7/28/2021	101-000-000-542-30-41-00	Professional Services
US Bank	NATIONS 6/2-7/1/21	Bank cr. errors to be reversed	(\$93.19)	ACH Payment	7/28/2021	001-000-000-518-10-49-10	Miscellaneous
US Bank	NATIONS 6/2-7/1/21	Cubicle divider panel	\$194.01	ACH Payment	7/28/2021	001-000-000-518-10-31-00	Office And Operating Supplies
US Bank	CRICKMORE 6/2-7/1/21	Diesel fuel	\$300.00	ACH Payment	7/28/2021	001-000-000-576-80-32-00	Vehicle Fuel & Lube
US Bank	WILCOX 6/2-7/1/21	DS Director training	\$150.00	ACH Payment	7/28/2021	001-000-000-558-60-43-00	Travel & Training
US Bank	NATIONS 6/2-7/1/21	DS Tahoe floor mat	\$64.57	ACH Payment	7/28/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
US Bank	SAUERWEIN 6/2-7/1/21	Fraud charge reversed	(\$14.99)	ACH Payment	7/28/2021	001-000-000-514-20-49-10	Miscellaneous
US Bank	BURNS 6/2-7/1/21	HSI dues/course fee	\$82.58	ACH Payment	7/28/2021	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
US Bank	KELLERMAN 6/2-7/1/21	Internet log	\$0.27	ACH Payment	7/28/2021	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	CRICKMORE 6/2-7/1/21	Irrig. parts	\$563.23	ACH Payment	7/28/2021	001-000-000-576-80-31-00	Operating Supplies
US Bank	MARXER 6/2-7/1/21	Lifeguard hiring ads	\$174.98	ACH Payment	7/28/2021	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
US Bank	BURNS 6/2-7/1/21	Lifeguard storage units	\$442.05	ACH Payment	7/28/2021	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
US Bank	MARXER 6/2-7/1/21	Lifeguard supplies	\$313.83	ACH Payment	7/28/2021	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
US Bank	BURNS 6/2-7/1/21	Lifeguard supplies	\$286.28	ACH Payment	7/28/2021	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
US Bank	KELLERMAN 6/2-7/1/21	Offsite storage, lg	\$729.00	ACH Payment	7/28/2021	001-000-000-518-30-45-00	Facility Rental
US Bank	BURNS 6/2-7/1/21	PD barcode scanners	\$1,953.07	ACH Payment	7/28/2021	001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K
US Bank	BURNS 6/2-7/1/21	PD office supplies	\$245.57	ACH Payment	7/28/2021	001-000-000-521-20-31-00	Office Supplies
US Bank	KETTER 6/2-7/1/21	PSFOA webinar fee	\$10.00	ACH Payment	7/28/2021	001-000-000-514-20-43-00	Travel & Training
US Bank	CRICKMORE 6/2-7/1/21	PW uniforms	\$911.45	ACH Payment	7/28/2021	001-000-000-576-80-22-00	Uniforms
US Bank	BURNS 6/2-7/1/21	Record training, Marxer	\$75.00	ACH Payment	7/28/2021	001-000-000-521-20-43-00	Travel & Training
US Bank	WILCOX 6/2-7/1/21	Tahoe car washes	\$17.60	ACH Payment	7/28/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
US Bank	CRICKMORE 6/2-7/1/21	Tree bags & irrig. parts	\$930.38	ACH Payment	7/28/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
US Bank	BURNS 6/2-7/1/21	Veh. tabs, Chief	\$447.28	ACH Payment	7/28/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$8,883.97	ACH Pymt Total			
WA ST Dept of Revenue	Q2 2021 Leasehold Tax	Q2'2021 leasehold excise tax	\$2,981.81	ACH Payment	7/28/2021	001-000-000-317-20-00-00	Leasehold Excise Tax
			\$2,981.81	ACH Pymt Total			
US Bank	2021 July JE#1885, Bank Fees		\$6,428.75	ACH, Bank Fees	7/30/2021	001-000-000-514-20-49-10	Miscellaneous
			\$6,428.75	ACH, Bank Fees Total			
WA ST Dept of Licensing	2021 July JE#1886, CPL Fees		\$36.00	ACH, CPL Fees	7/30/2021	631-000-000-589-30-01-00	Dept Of Lic-Gun Permit
			\$36.00	ACH, CPL Fees Total			
			\$177,886.78	AP Grand Total			
Payroll	July 2021 Payroll	Payroll	\$ 20,138.10	Total	7/31/2021	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	22,330.20	Total	7/31/2021	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	31,594.01	Total	7/31/2021	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	157,390.62	Total	7/31/2021	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	23,378.02	Total	7/31/2021	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	42,577.28	Total	7/31/2021	001-000-000-558-60-11-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	9,893.07	Total	7/31/2021	001-000-000-571-00-10-00	Salaries, Wages & Benefits
Payroll	July 2021 Payroll	Payroll	35,066.85	Total	7/31/2021	001-000-000-576-80-11-00	Salaries, Wages & Benefits
		Total	\$ 342,368.15	Payroll Total			
			\$ 520,254.93	Period Grand Total			

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Vendor Name	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
911 Supply Inc	INV-2-12191	Earphones, Gidlof	\$17.60	62986	8/12/2021	001-000-000-521-20-31-40	Police Operating Supplies
			\$17.60	62986 Total			
Anglin, Albert	REIMB 8/2/2021	LEOFF1 reimb.	\$1,955.00	62987	8/12/2021	001-000-000-521-20-21-10	Personnel Benefits-Retirees
			\$1,955.00	62987 Total			
AT&T Mobility	287287975246X07272021	Patrol car connection	\$805.06	62988	8/12/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$805.06	62988 Total			
Bellevue, City of	2021 Q2	LEOFF1 oblig. per contract	\$30,000.00	62989	8/12/2021	001-000-000-522-20-41-00	Fire Control Services
			\$30,000.00	62989 Total			
BRC Acoustics & Audiovisual Design	26445	Sound svcs	\$1,588.62	62990	8/12/2021	001-000-000-558-60-41-08	Sound Testing Consultant
			\$1,588.62	62990 Total			
Buenavista Services, Inc	8908	CH & PO janitorial svcs	\$2,037.75	62991	8/12/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	8907	Park restroom janitorial	\$1,158.62	62991	8/12/2021	001-000-000-576-80-41-00	Professional Services
			\$3,196.37	62991 Total			
Code Publishing Co.	70455	MMC update	\$676.75	62992	8/12/2021	001-000-000-518-10-41-00	Professional Services
			\$676.75	62992 Total			
Comcast	8498330081741723 8/7-9/6/21	700 LWB NE camera	\$245.22	62993	8/12/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130197935 8/7-9/6/21	1000 LWB NE camera	\$241.36	62993	8/12/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
			\$486.58	62993 Total			
CWA Consultants	21-232	Bldg plan review svc	\$1,540.00	62994	8/12/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-229	Bldg plan review svc	\$2,420.00	62994	8/12/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-230	Bldg plan review svc	\$330.00	62994	8/12/2021	001-000-000-558-60-41-00	Prof Services
			\$4,290.00	62994 Total			
Eastside Public Safety Communicat'n	10504	Radio fees, Aug'21	\$495.39	62995	8/12/2021	001-000-000-521-20-41-20	Dispatch-EPSCA
			\$495.39	62995 Total			
G.W. Gunarama Wholesale, Inc.	1127612	Firearm purchase	\$583.31	62997	8/12/2021	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
G.W. Gunarama Wholesale, Inc.	1125692	Firearm purchase	\$1,182.64	62997	8/12/2021	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
			\$1,765.95	62997 Total			
Home Depot Credit Services	5083209	Shop supplies	\$167.66	62998	8/12/2021	001-000-000-576-80-31-00	Operating Supplies
			\$167.66	62998 Total			
Horticultural Elements, Inc.	5530	84th/24th landscape, Aug'21	\$4,490.00	62999	8/12/2021	101-000-000-542-30-41-00	Professional Services
			\$4,490.00	62999 Total			
JR Mailing Services, Inc.	23495	Summer newsletter mailing	\$715.44	63000	8/12/2021	001-000-000-518-10-49-30	Postcard, Public information
			\$715.44	63000 Total			
KC Office of Finance	11010365	KC INET, Jul'21	\$375.00	63001	8/12/2021	001-000-000-518-80-41-50	Technical Services, Software Services
			\$375.00	63001 Total			
Message Watcher, LLC	45120	Email archiving, Jul'21	\$124.70	63002	8/12/2021	001-000-000-518-80-41-50	Technical Services, Software Services
			\$124.70	63002 Total			
Navia Benefit Solutions	10364097	Flex fees, Jul'21	\$50.00	63003	8/12/2021	001-000-000-514-20-49-10	Miscellaneous
			\$50.00	63003 Total			
Northwest Traffic Inc	21397	Police traffic calming	\$6,420.00	63004	8/12/2021	307-000-000-595-30-63-01	Street Improvements, Overlays
			\$6,420.00	63004 Total			
Pitney Bowes Inc-Supplies	1018710064	Postage meter ink	\$202.00	63005	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$202.00	63005 Total			
Pitney Bowes Reserve Account, The	47846662 08/2021	Postage meter refill	\$1,200.00	63006	8/12/2021	001-000-000-518-10-42-00	Postage/Telephone
			\$1,200.00	63006 Total			

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Vendor Name	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Pro-shred	46489	CH shredding svc	\$53.00	63007	8/12/2021	001-000-000-518-10-41-00	Professional Services
			\$53.00	63007 Total			
Puget Sound Energy	200018418620 6/19-7/20/21	CH power	\$1,595.82	63008	8/12/2021	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy	200004844698 6/22-7/21/21	NE 10th camera	\$31.76	63008	8/12/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200004844904 6/22-7/21/21	ODE camera	\$33.33	63008	8/12/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200024956076 6/19-7/20/21	82nd Ave NE camera	\$32.38	63008	8/12/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	220014371946 7/1-7/30/21	Street light power	\$103.15	63008	8/12/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220014371912 7/1-7/30/21	Street light power	\$1,739.35	63008	8/12/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220013672732 7/1-7/30/21	Street light power	\$28.80	63008	8/12/2021	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	220013665165 7/1-7/30/21	Street light power	\$12.38	63008	8/12/2021	101-000-000-542-63-41-00	Street Light Utilities
			\$3,576.97	63008 Total			
RH. dba Office Team	58135204	Temp DS coord. 7/19-7/23	\$1,768.40	63009	8/12/2021	001-000-000-558-60-41-00	Prof Services
			\$1,768.40	63009 Total			
Seattle Times, The	8819	Ads, Legal notices & hiring	\$864.90	63010	8/12/2021	001-000-000-518-10-44-00	Advertising
			\$864.90	63010 Total			
SHI International Corp	B13854422	Azure storage	\$443.27	63011	8/12/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$443.27	63011 Total			
Spot-On Print & Design	55398	Business cards, Mason G&O	\$52.36	63012	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Spot-On Print & Design	55382	Business cards, Kilmer	\$52.36	63012	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Spot-On Print & Design	55353	Summer newsletter	\$512.46	63012	8/12/2021	001-000-000-518-10-49-30	Postcard, Public information
			\$617.18	63012 Total			
Staples Business Advantage	3483743082	Office supplies	\$40.96	63013	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3483743085	Office supplies	\$11.55	63013	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3483743083	Office supplies	\$63.38	63013	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3483743084	Office supplies	\$28.13	63013	8/12/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3483743086	PD office supplies	\$149.58	63013	8/12/2021	001-000-000-521-20-31-00	Office Supplies
			\$293.60	63013 Total			
Summit Law Group	127801	Legal svcs, gen labor	\$1,507.50	63014	8/12/2021	001-000-000-515-45-40-00	Special Counsel
			\$1,507.50	63014 Total			
Supply Source Inc., The	2101596	Janitorial supplies	\$70.55	63015	8/12/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2101540	Janitorial supplies	\$525.22	63015	8/12/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$595.77	63015 Total			
TIG Technology Integration Group	5412675	Dell server maint. PD camera	\$792.72	63016	8/12/2021	001-000-000-518-80-48-00	Repairs & Maint., Annual Software Maint.
TIG Technology Integration Group	5402843	VEEAM backup renewal	\$1,399.68	63016	8/12/2021	001-000-000-518-80-48-00	Repairs & Maint., Annual Software Maint.
			\$2,192.40	63016 Total			
Utilities Underground Location Ctr	1070179	Utility locate svc	\$76.11	63017	8/12/2021	101-000-000-542-30-47-00	Utility Services
			\$76.11	63017 Total			
WA Assoc of Building Officials	41466	DS coord. job ad	\$50.00	63018	8/12/2021	001-000-000-514-20-49-00	Misc-Dues,Subscriptions
			\$50.00	63018 Total			
WA ST Dept of Transportation	*FB91017001221	Veh. fuel	\$54.03	63019	8/12/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
			\$54.03	63019 Total			
WA ST Patrol	I22000522	CPL background	\$53.00	63020	8/12/2021	631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi
			\$53.00	63020 Total			
Alexander Gow Fire Equipment Co.	10226244	Server room panel repl.	\$3,208.32	63021	8/31/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$3,208.32	63021 Total			

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Vendor Name	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
AT&T MOBILITY	287290584494X08132021	PW & DS cell phone	\$45.89	63022	8/31/2021	001-000-000-558-60-49-00	Dues,Subscriptions,Memberships
AT&T MOBILITY	287290584494X08132021	PW & DS cell phone	\$229.45	63022	8/31/2021	001-000-000-576-80-42-00	Telephone/postage
			\$275.34	63022 Total			
Bellevue City Treasurer - Water	90108897 5/14-7/16/21	LWB irrigation	\$124.72	63023	8/31/2021	101-000-000-542-70-40-00	Street Irrigation Utilities
			\$124.72	63023 Total			
Cedar Grove Composting Inc	0000624896	Soil for Medina pk	\$64.96	63024	8/31/2021	001-000-000-576-80-31-00	Operating Supplies
			\$64.96	63024 Total			
Centurylink	425-451-7838 049B 8/7-9/7/21	CH CC terminal	\$162.60	63025	8/31/2021	001-000-000-518-10-42-00	Postage/Telephone
Centurylink	425-454-2095 384B 8/8-9/8/21	PD emergency line	\$124.45	63025	8/31/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	425-637-3989 759B 8-17-9/17/21	PD phone/fax	\$235.92	63025	8/31/2021	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	425-454-8183 070B 8/8-9/8/21	Alarm/fire monitoring	\$129.57	63025	8/31/2021	001-000-000-576-80-42-00	Telephone/postage
			\$652.54	63025 Total			
Comcast	8498330130193223 8/16-9/15/21	NE 24th camera	\$241.36	63026	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Comcast	8498330130193264 8/16-9/15/21	NE 12th camera	\$241.36	63026	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
			\$482.72	63026 Total			
Crystal And Sierra Springs-Admin	11037150 081421	CH drinking water	\$47.54	63027	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$47.54	63027 Total			
Crystal And Sierra Springs-Police	5296969 081421	PD drinking water	\$29.05	63028	8/31/2021	001-000-000-521-20-31-00	Office Supplies
			\$29.05	63028 Total			
Crystal And Sierra Springs-PW	5291929 071721	PW drinking water	\$52.60	63029	8/31/2021	001-000-000-576-80-31-00	Operating Supplies
			\$52.60	63029 Total			
CWA Consultants	21-239	Bldg plan review	\$220.00	63030	8/31/2021	001-000-000-558-60-41-00	Prof Services
CWA Consultants	21-259	Bldg plan review	\$220.00	63030	8/31/2021	001-000-000-558-60-41-00	Prof Services
			\$440.00	63030 Total			
FCI - Custom Police Vehicles	13983	PD veh. lease, Aug'21	\$2,723.43	63031	8/31/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13948	PD veh. lease, Aug'21	\$672.56	63031	8/31/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13950	PD veh. lease, Aug'21	\$750.79	63031	8/31/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13949	PD veh. lease, Aug'21	\$787.95	63031	8/31/2021	001-000-000-594-21-70-00	Police Vehicle Lease, Principal Cost
FCI - Custom Police Vehicles	13949	PD veh. lease, Aug'21	\$293.13	63031	8/31/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	13948	PD veh. lease, Aug'21	\$266.56	63031	8/31/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	13983	PD veh. lease, Aug'21	\$388.77	63031	8/31/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
FCI - Custom Police Vehicles	13950	PD veh. lease, Aug'21	\$242.93	63031	8/31/2021	001-000-000-594-21-80-00	Police Vehicle Lease, Interest Cost
			\$6,126.12	63031 Total			
G.W. Gunarama Wholesale, Inc.	1129872	Firearm purchase	\$1,029.32	63032	8/31/2021	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
			\$1,029.32	63032 Total			
Gray & Osborne, Inc.	19412.12-21427.19 7/18-8/14/21	Grading & drainage svcs	\$5,635.44	63033	8/31/2021	001-000-000-558-60-41-07	Engineering Consultant
Gray & Osborne, Inc.	21416.00-6	Engineering svc	\$100.35	63033	8/31/2021	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	21441.00-7	Engineering svc	\$643.20	63033	8/31/2021	307-000-000-595-30-63-10	Sidewalk Improvements
			\$6,378.99	63033 Total			
Home Depot Credit Services	2102738	Ladder	\$359.92	63034	8/31/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
			\$359.92	63034 Total			
Horizon	3M405172	Irrigation supplies	\$211.79	63035	8/31/2021	001-000-000-576-80-31-00	Operating Supplies
			\$211.79	63035 Total			
Issaquah, City of	7/30/2021	Lifeguard training	\$1,950.00	63036	8/31/2021	001-000-000-571-00-40-00	Travel & Training - Lifeguards
			\$1,950.00	63036 Total			

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Vendor Name	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
KC Finance-Mental Health, Chemical	2135868	Subs. abuse fees, Q2'21	\$239.97	63037	8/31/2021	001-000-000-564-60-40-00	Mental Health Services-KC Substance Abuse
			\$239.97	63037 Total			
Konica Minolta Premier Finance	38294441	CH copier	\$533.61	63038	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$533.61	63038 Total			
LexisNexis Risk Management	1011660-20210731	Investigative tool, Jul'21	\$113.40	63039	8/31/2021	001-000-000-521-20-41-00	Professional Services
			\$113.40	63039 Total			
Moberly & Roberts, PLLC	981	Prosecution svcs, Jul'21	\$4,000.00	63040	8/31/2021	001-000-000-512-50-41-10	Prosecuting Attorney
			\$4,000.00	63040 Total			
Otak, Inc.	000008210131	Tree code admin svcs	\$5,412.00	63041	8/31/2021	103-000-000-558-60-41-50	Professional Services/Landscape Consultant
			\$5,412.00	63041 Total			
Pacific Topsoils, Inc.	22-T1212404	Dump brush	\$171.20	63042	8/31/2021	001-000-000-576-80-41-00	Professional Services
Pacific Topsoils, Inc.	22-T1212405	Parking lot gravel	\$48.81	63042	8/31/2021	101-000-000-542-30-41-00	Professional Services
			\$220.01	63042 Total			
Pro-shred	46832	CH shredding svc	\$53.00	63043	8/31/2021	001-000-000-518-10-41-00	Professional Services
Pro-shred	47123	CH shredding svc	\$53.00	63043	8/31/2021	001-000-000-518-10-41-00	Professional Services
			\$106.00	63043 Total			
Puget Sound Energy	200004850133 7/16-8/13/21	NE 24th camera	\$24.62	63044	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200004844698 7/22-8/20/21	NE 10th camera	\$32.43	63044	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200004844904 7/22-8/20/21	ODE camera	\$26.65	63044	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200024956076 7/21-8/19/21	82nd ave camera	\$28.47	63044	8/31/2021	001-000-000-521-20-48-20	Repairs & Maint- HW/SW Maint Cameras
Puget Sound Energy	200012316424 7/21-8/19/21	PW shop power	\$476.59	63044	8/31/2021	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	30000000087 7/1-7/30/21	Street light pwr	\$45.90	63044	8/31/2021	101-000-000-542-63-41-00	Street Light Utilities
			\$634.66	63044 Total			
RH dba Office Team	28007277	Temp DS coord. 6/28-7/2/21	\$1,768.40	63045	8/31/2021	001-000-000-558-60-41-00	Prof Services
RH dba Office Team	57867616	Temp DS coord. 6/7-6/11/21	\$1,768.40	63045	8/31/2021	001-000-000-558-60-41-00	Prof Services
RH dba Office Team	58235065	Temp DS coord. 8/9-8/13/21	\$1,768.40	63045	8/31/2021	001-000-000-558-60-41-00	Prof Services
RH dba Office Team	58294246	Temp DS coord. 8/16-8/20/21	\$1,768.40	63045	8/31/2021	001-000-000-558-60-41-00	Prof Services
RH dba Office Team	58216270	Temp DS coord. 8/2-8/6/21	\$1,768.40	63045	8/31/2021	001-000-000-558-60-41-00	Prof Services
			\$8,842.00	63045 Total			
SHI International Corp	B13887151	Azure storage	\$460.64	63046	8/31/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$460.64	63046 Total			
Sound View Strategies, LLC	2479	Consulting svc, Jul'21	\$3,000.00	63047	8/31/2021	001-000-000-513-10-41-00	Professional Services
			\$3,000.00	63047 Total			
Staples Business Advantage	3484703063	Office supplies	\$148.64	63048	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	3484703064	Office supplies	\$6.59	63048	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
			\$155.23	63048 Total			
Stewart MacNichols Harmell, Inc., PS	July 2021	Public defense, Jul'21	\$250.00	63049	8/31/2021	001-000-000-515-91-40-00	Public Defender
			\$250.00	63049 Total			
TIG Technology Integration Group	18835	IT support svcs, Aug'21	\$10,255.82	63050	8/31/2021	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	5419239	Sign computer, PW	\$2,152.46	63050	8/31/2021	001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay
			\$12,408.28	63050 Total			
Tiki Car Wash	2021-0731	PD car washes	\$131.28	63051	8/31/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$131.28	63051 Total			
US Bank Voyager Fleet Sys.	8693624262133	PD veh fuel	\$1,992.83	63052	8/31/2021	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$1,992.83	63052 Total			

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Vendor Name	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
Willard's Pest Control	366301	PO rodent svcs	\$83.68	63053	8/31/2021	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$83.68	63053 Total			
Arnold, Caroline	REIMB 7/28/2021	Lifeguard training	\$218.90	ACH Payment	8/12/2021	001-000-000-571-00-40-00	Travel & Training - Lifeguards
US Bank	NATIONS 7/2-8/2/21	Bank errors, revrs prior month	\$92.15	ACH Payment	8/31/2021	001-000-000-518-10-49-10	Miscellaneous
US Bank	WILCOX 7/2-8/2/21	Car wash	\$17.60	ACH Payment	8/31/2021	001-000-000-558-60-32-00	Vehicle Expenses-Gas, Oil, Maint
US Bank	KELLERMAN 7/2-8/2/21	Disposable masks	\$220.15	ACH Payment	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
US Bank	KETTER 7/2-8/2/21	DSC job posting fee	\$199.00	ACH Payment	8/31/2021	001-000-000-514-20-49-00	Misc-Dues,Subscriptions
US Bank	BURNS 7/2-8/2/21	Exec. board meeting	\$26.00	ACH Payment	8/31/2021	001-000-000-521-20-43-00	Travel & Training
US Bank	KELLERMAN 7/2-8/2/21	Internet log	\$0.26	ACH Payment	8/31/2021	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	CRICKMORE 7/2-8/2/21	Irrig. parts & trimmer	\$367.03	ACH Payment	8/31/2021	001-000-000-576-80-31-00	Operating Supplies
US Bank	BURNS 7/2-8/2/21	Mid boots	\$165.15	ACH Payment	8/31/2021	001-000-000-521-20-22-00	Uniforms
US Bank	NATIONS 7/2-8/2/21	Office supplies	\$49.65	ACH Payment	8/31/2021	001-000-000-518-10-31-00	Office And Operating Supplies
US Bank	KELLERMAN 7/2-8/2/21	Offsite storage rental, lg	\$729.00	ACH Payment	8/31/2021	001-000-000-518-30-45-00	Facility Rental
US Bank	BURNS 7/2-8/2/21	PD dept photos	\$59.95	ACH Payment	8/31/2021	001-000-000-521-20-41-00	Professional Services
US Bank	MARXER 7/2-8/2/21	Purchase reimbursed by Marxer	\$49.23	ACH Payment	8/31/2021	001-000-000-521-20-31-00	Office Supplies
US Bank	CRICKMORE 7/2-8/2/21	PW supplies	\$262.76	ACH Payment	8/31/2021	101-000-000-542-30-31-00	Operating & Maintenance Supplies
US Bank	CRICKMORE 7/2-8/2/21	PW uniforms	\$297.20	ACH Payment	8/31/2021	001-000-000-576-80-22-00	Uniforms
US Bank	CRICKMORE 7/2-8/2/21	PW uniforms	\$110.10	ACH Payment	8/31/2021	101-000-000-542-30-22-00	Uniforms
US Bank	WILCOX 7/2-8/2/21	Refund-DS dir. training	(\$150.00)	ACH Payment	8/31/2021	001-000-000-558-60-43-00	Travel & Training
US Bank	BURNS 7/2-8/2/21	Scanner & adapter, returned	(\$244.54)	ACH Payment	8/31/2021	001-000-000-521-20-31-00	Office Supplies
US Bank	WILCOX 7/2-8/2/21	Training, DBO	\$165.00	ACH Payment	8/31/2021	001-000-000-558-60-43-00	Travel & Training
US Bank	BURNS 7/2-8/2/21	USB security	\$110.10	ACH Payment	8/31/2021	001-000-000-521-20-31-00	Office Supplies
			\$2,744.69	ACH Payment Total			
US Bank	ACH, Bank Fees		\$2,258.86	ACH, Bank Fees	8/31/2021	001-000-000-514-20-49-10	Miscellaneous
WA ST Dept of Licensing	ACH, CPL Fees		\$54.00	ACH, Bank Fees	8/31/2021	631-000-000-589-30-01-00	Dept Of Lic-Gun Permit
			\$2,312.86	ACH, Bank Fees Total			
			\$136,243.32	AP Grand Total			
Payroll	August 2021 Payroll	Payroll	\$ 19,846.68	Total	8/31/2021	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	22,566.66	Total	8/31/2021	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	31,011.56	Total	8/31/2021	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	149,770.91	Total	8/31/2021	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	23,018.00	Total	8/31/2021	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	40,310.45	Total	8/31/2021	001-000-000-558-60-11-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	8,989.97	Total	8/31/2021	001-000-000-571-00-10-00	Salaries, Wages & Benefits
Payroll	August 2021 Payroll	Payroll	34,526.73	Total	8/31/2021	001-000-000-576-80-11-00	Salaries, Wages & Benefits
		Total	\$ 330,040.96	Payroll Total			
			\$ 466,284.28	Period Grand Total			



MEDINA, WASHINGTON

PARK BOARD MEETING

Virtual/Online

Monday, June 21, 2021 – 4:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Chair Sarah Gray called the meeting to order at 4:00 PM.

PRESENT

Sarah Gray

Barbara Moe

Huan Bui (online at 4:50pm)

Rebecca Johnston

Gabrielle Dickmann

Penny Martin, Emeritus Member

Shawn Schubring, Youth Advisor

ABSENT

Collette McMullen

Gretchen Stengel

STAFF PRESENT

Michael Sauerwein, Ryan Osada, Jeff Sass, Dawn Nations

2. ANNOUNCEMENTS

None.

3. APPROVAL OF PARK BOARD MINUTES

3.1 Park Board Meeting Minutes of May 17, 2021

Recommendation: Adopt Minutes.

Staff Contact: Dawn Nations, Deputy City Clerk

ACTION: Motion made by Johnston, Seconded by Dickmann carried 4-0 (Bui, McMullen, Stengel absent)

4. PUBLIC COMMENT

None.

5. PARK BOARD BUSINESS

5.1 Playground Replacement Project Update

Recommendation: Update.

Staff Contact: Michael Sauerwein, City Manager and Ryan Osada, Public Works Director

Ryan Osada gave a brief update and reported that the project was unanimously approved by the City Council at the June 14, 2021 council meeting.

5.2 Celebration for Playground Completion

Recommendation: Discussion item only.

Staff Contact: Ryan Osada, Public Works Direction

Ryan Osada discussed a ribbon cutting ceremony after the playground project is completed. There will be additional discussion at the August 16th Park Board meeting.

5.3 Playground Ground Surface Discussion 2022

Recommendation: Discussion item only.

Staff Contact: Ryan Osada, Public Works Director

Ryan Osada reported the playground ground surface project will be added to the 2022 preliminary budget for approval by council later this year.

5.4 12th Street Parking Lot Changes

Recommendation: Update.

Staff Contact: Ryan Osada, Public Works Director

Ryan Osada gave a brief update regarding changes to the parking lot. Osada reported the entrance to the parking lot will be narrowed. The large rocks will be removed from one section and parking bumpers will be added by the planter area.

5.5 Weeding Projects Update and Future Events

Recommendation: Update and schedule next event.

Staff Contact: Ryan Osada, Public Works Director

Chair Sarah Gray gave a brief update. The board discussed and scheduled the next weeding project for July 8 at 10 AM. The board members asked to have mulch added to Medina Elementary planter strips.

5.6 Farewell to outgoing Park Board Members:

- a) Park Board Member, Gabriele Dickmann
- b) Youth Advisory Member, Shawn Schubring

Chair Sarah Gray recognized and thanked outgoing Park Board Member, Gabriele Dickmann for her long-standing support to the park board and outgoing Youth Advisor, Shawn Schubring for his participation and input this past year.

6. OTHER BUSINESS

Ryan Osada announced that the Public Works department has a new staff member and two seasonal employees. Osada gave a brief budget update regarding projects for 2022.

7. PARK REPORTS

Fairweather & Lid – Gray and Moe reported looks good.

Indian Trail – Moe reported looks good.

Lake Lane – Moe reported looks good.

Medina Beach Park – Dickmann reported looks good and the weeding as been started. Osada reported 3 more trees will be added. Public Works will put the umbrellas up at the picnic tables.

Medina Park – Gray reported the grass looks great. Captain Sass gave brief update regarding patrols at the park. Johnston asked to have the Yelp page updated with new dog leash rules.

Viewpoint Park – Gray reported seeing lots of patrons swimming.

8. ADJOURNMENT

Meeting adjourned at 4:51 PM.

Meeting Minutes taken by:

Dawn Nations



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Virtual/Online

Tuesday, June 22, 2021 – 4:00 PM

MINUTES

COMMISSION CHAIR | Laurel Preston

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Laura Bustamante, David Langworthy, Mark Nelson, Mike Raskin, Randy Reeves

PLANNING MANAGER | Stephanie Keyser

Virtual Meeting Participation

With the passage of the City's Proclamation of Local Emergency, City Hall is closed to the public. Planning Commission participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. Individuals wishing to speak live during the Virtual Planning Commission meeting will need to register their request with the Planning Manager at 425.233.6416 or email skeyser@medina-wa.gov and leave a message before 12PM on the day of the June 22 Planning Commission meeting. Please reference Public Comments for June 22 Planning Commission Meeting on your correspondence. The Planning Manager will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

Join Zoom Meeting

<https://zoom.us/j/99416418228?pwd=UllvM1VKa2RIWGHacjRFckNnUk9Udz09>

Meeting ID: 994 1641 8228

Passcode: 849285

One tap mobile

+12532158782,,99416418228#,,, *849285# US (Tacoma)

1. CALL TO ORDER / ROLL CALL

Chair Laurel Preston called the meeting to order at 4:04 PM

PRESENT

Chair Laurel Preston

Vice Chair Shawn Schubring

Commissioner Laura Bustamante

Commissioner David Langworthy

Commissioner Mark Nelson arrived at 4:29 PM

Commissioner Mike Raskin left at 5:01 PM
 Commissioner Randy Reeves

Staff Present: Kellerman, Keyser, Minor, Wilcox

2. APPROVAL OF MEETING AGENDA

Chair Preston called for the agenda to be amended and the approval of minutes to be moved to the end of the meeting. By consensus, the amended agenda was approved.

3. ANNOUNCEMENTS

3.1 Staff/Commissioners

Keyser made the following announcements:

At the June 14th meeting, Council adopted the Bulk and Minor Code Amendments as presented in the recommendation forwarded by Planning Commission.

In September, the Commission will be meeting back at City Hall at their regularly scheduled time of 6PM.

September 20th will be the Joint Planning Commission/City Council meeting where the tree code recommendation will be presented.

4. AUDIENCE PARTICIPATION

None.

5. DISCUSSION

5.1 Tree Code Retention and Replacement Requirements **Recommendation:** Discussion **Staff Contact:** Stephanie Keyser, AICP, Planning Manager Time Estimate: 180 minutes

Keyser discussed staff report.

Commissioners discussed and asked questions.

Staff responded.

Motion made by Commissioner Reeves, Seconded by Commissioner Langworthy to adopt the recommendations in 20.52.120 and 20.52.130 but to replace the word Exceptional with Landmark. Approved (6-0).

Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

Motion made by Commissioner Langworthy, Seconded by Commissioner Nelson to remove the sentence in 20.52.120(A)(1)(d)(iii) and 20.52.120(A)(2)(d)(iii) as presented in the staff report dated June 22, 2021. Approved (6-0).

Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

6. APPROVAL OF MINUTES

Motion made by Vice Chair Schubring, Seconded by Commissioner Nelson. Approved (4-0).

Voting Yea: Vice Chair Schubring, Commissioner Bustamante, Commissioner Nelson, Commissioner Reeves

7. ADJOURNMENT

Meeting adjourned at 6:46 PM.

Motion made by Commissioner Bustamante, Seconded by Vice Chair Schubring to adjourn. Approved (6-0).

Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Virtual/Online

Monday, July 12, 2021 – 4:00 PM

MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting to order via MS Teams at 4:00 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Cynthia Adkins
Councilmember Roger Frey
Councilmember Jennifer Garone
Councilmember Alex Morcos
Councilmember Bob Zook

ABSENT

Councilmember Harini Gokul

STAFF PRESENT

Michael Sauerwein, Scott Missall, Steve Burns, Ryan Osada, Steve Wilcox, Stephanie Keyser, Julie Ketter, Dawn Nations, Aimee Kellerman

2. APPROVAL OF MEETING AGENDA

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

3. PUBLIC COMMENT PERIOD

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

4. PRESENTATIONS

4.1 Review All Departments 2021 Goals, Projects, and Objectives.

City Manager Michael Sauerwein gave a presentation on city staff's 2021 Goals, Projects, and Objectives.

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

Planning Commission Chair Laurel Preston gave an update on the Planning Commission Work Plan related to the tree code. Two main discussion points for Planning Commission is location requirements for trees and long-term survival rates of the newly planted supplemental trees and enforcement and verification around that.

5. CONSENT AGENDA

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

- 5.1 Check Register, June 2021
Recommendation: Approve.
Staff Contact: Julie Ketter, Director of Finance and HR
- 5.2 Draft June 14, 2021 City Council Regular Meeting Minutes
Recommendation: Adopt Minutes.
Staff Contact: Aimee Kellerman, CMC, City Clerk
- 5.3 Approved May 17, 2021 Park Board Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Dawn Nations, Deputy City Clerk
- 5.4 Approved May 25, 2021 Planning Commission Meeting Minutes
Recommendation: Receive and file.
Staff Contact: Stephanie Keyser, Planning Manager
- 5.5 Medina Traffic Calming Purchase Approval
Recommendation: Approve.
Staff Contact: Steve Burns, Chief of Police
- 5.6 First Modification for Independent Force Investigation Team (IFIT) – King County
Recommendation: Approve.
Staff Contact: Steve Burns, Chief of Police

6. LEGISLATIVE HEARING

- 6.1 Ordinance adding New MMC Chapter 12.44 Street Vacations
Recommendation: Adopt Ordinance No. 1003 adding new Street Vacation Chapter 12.44
Staff Contact: Michael Sauerwein, City Manager, Steve Wilcox, Director of Development Service, Ryan Osada, Director of Public Works, Scott Missall, City Attorney

City Attorney Scott Missall gave a brief review of the proposed new street vacation chapter in the Code.

Mayor Rossman opened the Legislative Hearing. There were no speakers. Mayor Rossman closed the Legislative Hearing.

ACTION: Motion Adkins second Frey and carried by a 6:0 (Gokul absent) vote; Council adopted Ordinance No. 1003 adding new Street Vacation Chapter 12.44 to the Medina Municipal Code.

7. PUBLIC HEARING

- 7.1 Medina Municipal Code Recodification: First Reading and Public Hearing
Recommendation: Conduct first reading; open and conduct hearing; continue hearing to September 13 Council meeting.
Staff Contacts: Aimee Kellerman, CMC, City Clerk; Scott Missall, City Attorney

City Clerk Aimee Kellerman gave a brief presentation on the Medina Municipal Code Recodification project and conducted the first title reading.

Mayor Rossman opened the Public Hearing. There were no speakers.

ACTION: Motion Frey second Zook and carried by a 6:0 (Gokul absent) vote; Council continued the hearing to the September 13 City Council meeting for final action.

- 7.2 Ordinance Amending Animal Control and Development Code Regulations
Recommendation: Conduct the scheduled legislative hearing and adopt the attached Ordinance No. 996 amending Medina's Animal Control and Development Code regulations.
Staff Contacts: Michel Sauerwein, City Manager, Seve Wilcox, Director of Development Services, Scott Missall, City Attorney

City Attorney Scott Missall gave a brief overview of the proposed Ordinance No. 996 amending Medina's Municipal Code related to animal control regulations.

Mayor Rossman opened the Public Hearing. There were no speakers. Mayor Rossman closed the Public Hearing.

ACTION: Motion Adkins second Morcos and carried by a 5:1:0 (Garone dissented) (Gokul absent) vote; Council adopted Ordinance No. 996.

8. CITY BUSINESS

None.

9. CITY MANAGER'S REPORT

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

Medina Police Chief Burns provided a follow-up on the police department's traffic calming project, regarding location placement of the digital signs and communications with Overlake Golf and Country Club club members. He also reported on other activities within the police department.

Development Services Director Steve Wilcox gave a report on activities in Development Services.

Finance and HR Director Julie Ketter gave a brief update on the City's finances.

Director of Public Works Ryan Osada gave an update on street overlay projects in Medina.

City Manager Michael Sauerwein provided a summary of his report.

10. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE

None.

11. PUBLIC COMMENT

Mayor Rossman opened the public comment period at 5:45 p.m. There were no speakers.

12. EXECUTIVE SESSION

Council Member Bob Zook recused himself from the executive session.

RCW 42.30.11.(1)(i)

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

Council moved into Executive Session at 5:45 p.m. for an estimated time of 90 minutes.

ACTION: No action was taken following Executive Session.

13. ADJOURNMENT

By consensus, Council adjourned the meeting at 6:35 p.m.



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 13, 2021

Subject: Medina Municipal Code Recodification: Continued Public Hearing and Adoption

Category: Public Hearing

Staff Contacts: Aimee Kellerman, CMC, City Clerk; Scott Missall, City Attorney

Summary

Recodification Project. As part of Central Services technology software consolidation project and service level agreement introduced at the May 10 City Council meeting, the Medina Municipal Code has undergone a complete overhaul that includes removal, renumbering and/or editing of the Medina Municipal Code's current titles, chapters, and sections (Recodification Project).

Recodification Package; Public Review. The Recodification Package presented for final approval tonight is complete and meets the requirements of state law (RCW 35A.21.130; RCW 35.21.500-.570). It comprises 656 pages and has been available for public review and inspection since issuance of the City Council July 12 Agenda Packet, in pdf format on the City website, and in physical hard copy at the City Clerk's Office. It is again included in the City Council September 13 Agenda Packet.

First Reading and Public Hearing. At the July 12 City Council meeting, the specifics of the Recodification Project and Package were presented to the City Council, the Ordinance title was given its first reading, and the first session of the public hearing on the Recodification Package was opened. At the conclusion of the first hearing session, the hearing was continued by Council motion to its September 13 meeting for the second and final session of the public hearing and consideration for final approval.

Completion of Public Hearing; Final Approval. At the September 13 City Council meeting, the Recodification Package should be introduced and the hearing reopened for public testimony, including Council discussion, questions and answers. The hearing may be closed when appropriate and the City Council may take final action. Staff recommends approval of the Recodification Package by adoption of Ordinance No. 1000, attached to this Agenda Bill as **Attachment 1**.

Attachment 1

- Ordinance No. 1000, approving the recodification of the Medina Municipal Code; and including as **Exhibit A** thereto the Medina Code of Ordinances Recodification Proof (pdf format)

Budget/Fiscal Impact: Varies on number of ordinances adopted throughout the year

Recommendation: Approve Ordinance No. 1000 as presented.

City Manager Approval: 

Proposed Council Motion: “I move to approve Medina Ordinance No. 1000 as presented, adopting the Recodification Package of the Medina Municipal Code.

Time Estimate: 10 minutes

ATTACHMENT 1

Ordinance No. 1000

MEDINA CITY COUNCIL

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RECONFIGURING, RECODIFYING AND ENACTING A NEW MUNICIPAL CODE FOR THE CITY OF MEDINA PURSUANT TO RCW 35A.21.130; ELIMINATING PREVIOUSLY REPEALED TITLES, CHAPTERS AND SECTIONS; REARRANGING AND RENUMBERING TITLES, CHAPTERS AND SECTIONS; CONFORMING INTERNAL REFERENCES AND CROSS-REFERENCES ACCORDINGLY; PROVIDING TABLES AND INDICES TO FACILITATE LOCATION AND CONVERSION OF CODE REFERENCES AND MATERIAL; ESTABLISHING AN EFFECTIVE DATE OF OCTOBER 1, 2021 FOR THE NEW CITY OF MEDINA MUNICIPAL CODE HEREIN ADOPTED; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Medina Municipal Code (MMC or Code) has been compiled, adopted, effectuated, altered, and amended over several decades; and

WHEREAS, the City desires to recodify and republish the MMC to reestablish a coherent numbering and reference system; eliminate repealed titles, chapters and sections; rearrange and renumber titles, chapters and sections; and update and coordinate numbering and standard referencing of and within the Code; and

WHEREAS, the City has completed that work, which is reflected by and composed of the new Medina Municipal Code Recodification Package, attached hereto, which is and has been available on the City website (in pdf format) and in hard copy at the City Clerk's office; and

WHEREAS, RCW 35A.21.130 requires that compilation, codification and revision of city codes shall conform with RCW 35.21.500 through RCW 35.21.570, which statutes authorize recodification and provide a process to accomplish that involving a first reading, public inspection and hearing, and Council enactment of the Recodification Package; and

WHEREAS, the foregoing actions were completed as follows: at the July 12, 2021 City Council meeting this Ordinance received its first reading and a public legislative hearing was commenced on the Recodification Package; the Recodification Package was posted on the City's website in pdf format and available in hard copy at the City Clerk's office for the purpose of public inspection; and at the September 13, 2021 City Council meeting the public legislative hearing was reconvened, reopened, and completed; and this Ordinance and the Recodification Package were presented to the City Council for final adoption and enactment into law; and

WHEREAS, the City Council on due consideration and inquiry has determined that the Recodification Package as described and provided in this Ordinance, and attached hereto as **Exhibit A**, meets and fulfills the statutory requirements set forth above and is ready for enactment; and

WHEREAS, adoption of the Recodification Package will enhance the utility of the City Code, will facilitate administrative and legislative management and upkeep of the City Code, and will take advantage of current technology enabling better integration with the City's other records and administrative systems, all of which will expedite the City's business and management tasks, will increase the efficiency of City business, and will better serve the public interest; and

ATTACHMENT 1

WHEREAS, the City Council therefore desires to adopt and enact the new Medina Municipal Code Recodification Package as attached hereto to become the new City's Code;

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

Section 1. Findings. The City Council adopts the foregoing recitals as its findings and conclusions in adopting this Ordinance and enacting the Medina Municipal Code Recodification Package, attached hereto as **Exhibit A** and incorporated herein by this reference.

Section 2. Adoption, Enactment and Effective Date. The Medina Municipal Code Recodification Package, attached hereto as **Exhibit A**, is adopted and enacted as the formal and official City of Medina Municipal Code and shall be in full force and effect commencing as of 12:01 a.m. on October 1, 2021 (Effective Date).

Section 3. Formal Title Designation; Future Amendment. As and from the Effective Date specified in Section 2 above, the Medina Municipal Code Recodification Package adopted by this Ordinance shall be known and referenced as the Medina Municipal Code (MMC), and may thereafter be further amended and modified pursuant to the City's usual procedures and applicable statutes.

Section 4. Current MMC Superseded. At the Effective Date specified in Section 2 above, the prior City Code shall be deemed superseded in all respects.

Section 5. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary ministerial 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.

Section 7. Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication, which publication date shall be not later than September 25, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 13th DAY OF SEPTEMBER, 2021 BY A VOTE OF X FOR, X AGAINST, AND X ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE 13th DAY OF SEPTEMBER, 2021.

Jessica Rossman, Mayor

ATTACHMENT 1

Approved as to form:
Ogden Murphy Wallace, PLLC

Attest:

Scott M. Missall, City Attorney

Aimee Kellerman, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: / AB

ATTACHMENT 1

EXHIBIT A
TO
ORDINANCE NO. 1000

Medina Municipal Code Recodification Package

[attached]

Public Hearing City of Medina 2022 Preliminary Budget

MEDINA CITY COUNCIL

SEPTEMBER 13, 2021

Purpose of Tonight's Public Hearing

Solicit Public Input on the 2022 Preliminary Budget.

Outline of Budget Approval Process

- **September 13, 2021** – Public Hearing to solicit Public input on the 2022 Preliminary Budget.
- **September 17, 2021** – Preliminary Budget provided to the City Council and the Public.
- **September 27, 2021** – City Council Work Session on the Preliminary Budget.
- **October 11, 2021** – Public Hearing on the Preliminary Budget.
- **November 8, 2021** – Final Public Hearing and Adoption of the 2022 Budget.

Background

2019 Levy Lid Lift Election

- 10-Year Long-Term Financial Plan for the City (2020 – 2029).
 - Provide Sustainable Level of Funding.
 - Maintain Current Level of Service (2019).
- Levy Stabilization Fund to Maintain Level of Service 2026 – 2029.
 - \$2,000,000 Balance Needed December 31, 2025.
 - 2021 – Deposited \$500,000 in the Fund.
 - 2022 – Will Deposit \$500,000 in the Fund.

General Fund Year End Carryover Balance

- City Financial Policies – Minimum 25% Carryover
- 2021 – 28%.
- 2022 – 27%.

Budget Structural Changes

- Development Services Enterprise Fund.
 - Treating our Development Services Department like a “Utility”.
 - 2022 Transition Year.
 - Development Services Fee Study.
 - Cost v Level of Service Analysis.

Next Steps

- **September 17, 2021** – Preliminary Budget provided to the City Council and the Public.
- **September 27, 2021** – City Council Work Session on the Preliminary Budget.
- **October 11, 2021** – Public Hearing on the Preliminary Budget.
- **November 8, 2021** – Final Public Hearing and Adoption of the 2022 Budget.

Questions???



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 13, 2021

Subject: Liang Street Vacation – 442 Upland Road

Category: Resolution

Staff Contact(s): Stephanie Keyser, Planning Manager; Scott Missall, City Attorney

Summary

On August 23, 2021, the City received a petition to vacate 510 square feet of right-of-way in front of 442 Upland Road. In accordance with MMC 12.44 and RCW Chapter 35.79, the City Council may initiate the vacation procedures by adopting a Resolution that sets the public hearing on the matter. The attached Resolution will set the street vacation petition for public hearing at the November 8th Council meeting.

The petition and supporting documents have been attached for review; the staff analysis and land appraisal will accompany the November packet.

- Attachment(s)**
1. Resolution No. 419
 2. Street vacation petition and supporting docs

Budget/Fiscal Impact: None

Recommendation: Adopt Resolution No. 419

City Manager Approval:

Proposed Council Motion: Move to adopt Resolution No. 419

Time Estimate: 10 minutes

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 419

A RESOLUTION OF THE CITY COUNCIL OF MEDINA, WASHINGTON, SETTING A LEGISLATIVE HEARING ON THE NOVEMBER 8, 2021, CITY COUNCIL AGENDA TO CONSIDER A PETITION FOR THE VACATION OF 510 SQUARE FEET OF RIGHT-OF-WAY AT 442 UPLAND ROAD (AKA 442 87TH AVENUE N.E.), MEDINA, WASHINGTON, AND DIRECTING NOTIFICATIONS THEREOF, ALL IN ACCORDANCE WITH RCW CHAPTER 35.79 AND MEDINA MUNICIPAL CODE CHAPTER 12.44.

WHEREAS, a street vacation petition (Petition) was submitted to the City of Medina on August 23, 2021, by Jim Dearth, of Ripple Design Studio, on behalf of Ken Liang, owner of and resident at 442 Upland Road (aka 442 87th Avenue N.E.), Medina, Washington (Property), seeking to vacate 510 square feet of Upland Road right-of-way (Subject ROW) immediately adjacent to and abutting the Property; and

WHEREAS, the Subject ROW to be vacated comprises a strip of land 10' x 51' in size abutting only the property of Ken Liang, and the Petition is therefore signed by more than two-thirds of the owners abutting the portion of Upland Road for which the vacation is sought; and

WHEREAS, the existing Property is legally described in attached **Exhibit A** and shown in the Vacation Exhibit attached as **Exhibit B**; and

WHEREAS, Medina Municipal Code (MMC) Chapter 12.44 and RCW Chapter 35.79 require that when a vacation petition has been filed with a city and is signed by more than two-thirds of the owners abutting the ROW to be vacated, as is the Petition filed in this instance, the City Council shall by resolution set a hearing on the Petition for a date which is not more than sixty days nor less than twenty days after the date of passage of such resolution; and

WHEREAS, upon passage of such resolution the City shall give 20 days' notice of the pendency of the Petition and hearing as specified in MMC 12.44.100, which shall include posting a written notice thereof in three of the most conspicuous public places in the City, and posting such notice in a conspicuous place on the Subject ROW, and on the City website, and shall further publish the notice in the Seattle Times as the City's official newspaper, and shall mail such notice to all property owners within 300 feet of the subject property; and

WHEREAS, the Council's meeting date of November 8, 2021 satisfies the statutory time limit requirements for the hearing and enables timely posting and publication thereof as required by law; and

WHEREAS, the foregoing recitals are hereby adopted as the Council's findings on this matter;

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

Section 1. Hearing Date and Time Scheduled. The hearing date and time for the Petition described above is hereby set for November 8, 2021, commencing at 4:00 p.m. or as soon thereafter as called by the Council from its meeting agenda. The hearing date and time may be continued from time to time as determined necessary or appropriate by the Council to complete the statutory review specified under MMC Chapter 12.44 and RCW Chapter 35.79 and enable the Council to make a fully informed legislative decision on and concerning the Petition.

Section 2. Notice of Hearing. The City Clerk is directed to timely post and publish and mail notices of the Petition and hearing date/time/place in the form and places and manner specified herein and as required by MMC Chapter 12.44 and RCW Chapter 35.79, and to maintain a record of such actions.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON SEPTEMBER 13, 2021 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON SAID DATE.

Jessica Rossman, Mayor

Approved as to form:
Ogden Murphy Wallace, PLLC

Attest:

Scott M. Missall, City Attorney

Aimee Kellerman, City Clerk

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

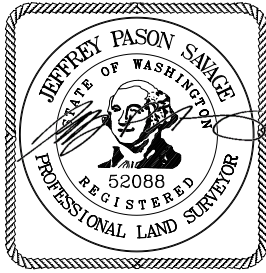
EXHIBIT A

A PORTION OF HARMON AVE PER PLAT OF KENWOOD PARK AS RECORDED IN BOOK 8 OF PLATS ON PAGE 26, IN KING COUNTY WASHINGTON, DESCRIBED AS FOLLOWS;

ALL THAT PORTION OF SAID HARMON AVE LYING IN FRONT OF LOTS 4 AND 5, BLOCK 15 OF SAID KENWOOD PARK;

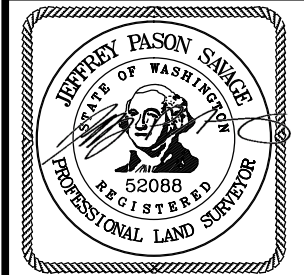
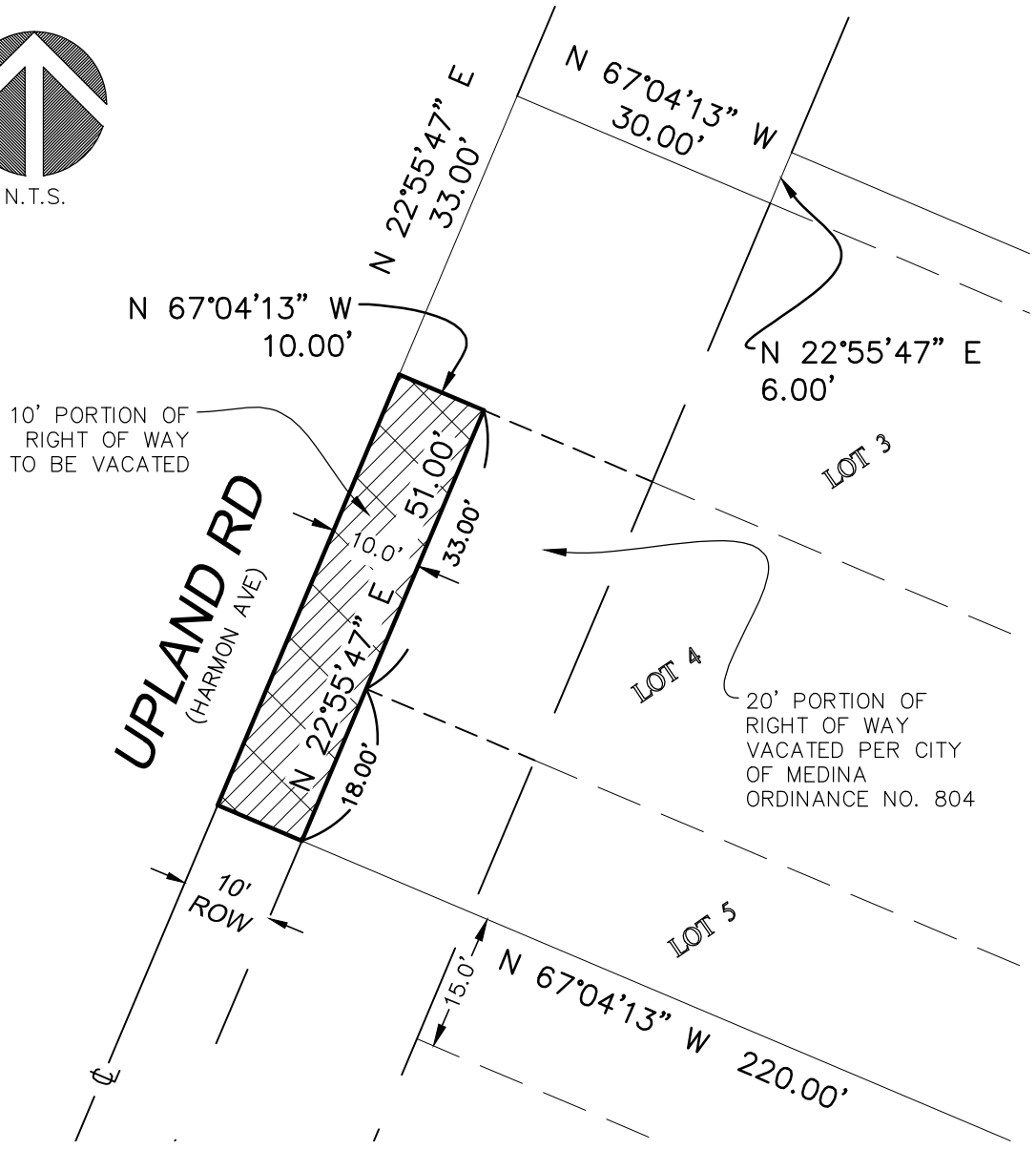
EXCEPT THE SOUTHWESTERLY 15 FEET ADJOINING LOT 5;

EXCEPT THAT PORTION OF HARMON AVE VACATED UNDER THE CITY OF MEDINA ORDINANCE NO. 804, RECORDED NOVEMBER 2, 2007 UNDER RECORDING NO. 20071102000049.



08/20/2021

EXHIBIT B



VACATION EXHIBIT

438 UPLAND RD
MEDINA, WA 98039
JOB NO. 191875
DATE: 08/20/2021



10801 Main Street, Suite 102, Bellevue, WA 98004
phone 425.458.4488 support@terrane.net
www.terrane.net



**DEVELOPMENT
SERVICES**

Attachment 2

STREET VACATION PETITION CHECKLIST

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

This checklist contains the minimum submission requirements for a street vacation petition that are due at the time of submittal. Please note that not all items listed may apply to your submittal.

STREET VACATION PETITION REQUIREMENTS

<input checked="" type="checkbox"/>	Street Vacation Petition
<input checked="" type="checkbox"/>	A diagram of the location and a survey of the subject property and immediate area of the proposed vacation including the abutting and/or underlying properties, all prepared by a licensed surveyor registered in the state of Washington.
<input checked="" type="checkbox"/>	A legal description of the subject property prepared by a licensed surveyor registered in the state of Washington.
<input checked="" type="checkbox"/>	For each abutting and underlying property and petitioner, a title report indicating the extent and type of ownership and providing a legal description of the petitioner's property.
<input checked="" type="checkbox"/>	Payment for appraisal form signed
	Mailing labels – Word doc formatted to Avery address labels <input checked="" type="checkbox"/> Mailing labels containing the names of property owners and their mailing addresses for all properties within 300 feet. <input checked="" type="checkbox"/> Vicinity map showing the site with the 300' or three (3) parcels depth minimum buffer of property owners who will be notified of the petition.



DEVELOPMENT SERVICES

STREET VACATION PETITION

Attachment 2

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

Complete this form for the following:

- When applying for a street vacation pursuant to RCW Chapter 35.79 and MMC 12.44

General Information

Applicant Name: JIM DEARTH	Email: PROJECTS@RIPPLEDESIGNSTUDIO.COM
Contact Phone: 206.913.2333	Alternative Phone:
Mailing Address: 4303 STONE WAY N	City: SEATTLE State: WA Zip: 98103
Applicant's Interest in Property: <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Purchaser <input type="checkbox"/> Other:	
Property Owner's Name (If other than Applicant): KEN LIANG	Email: kenliangman@gmail.com
Contact Phone: 818.817.1922	Alternative Phone:
Mailing Address: 442 UPLAND DR	City: MEDINA State: WA Zip: 98039
Subject Property Address: 442 UPLAND DR	
Legal Description: SEE ATTACHED	
Tax Parcel Number: 383550-2385	Size of subject property to be vacated (in square feet): 510 SF
Zoning District: <input checked="" type="checkbox"/> R-16 <input type="checkbox"/> R-20 <input type="checkbox"/> R-30 <input type="checkbox"/> SR-30 <input type="checkbox"/> Public <input type="checkbox"/> NA (Neighborhood Auto)	
Does the subject property abut any body of water? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please describe:	

Certification

I certify under the penalty of perjury that I am the owner of the above property or the duly authorized agent of the owner(s) acting on behalf of the owner(s) and that all information furnished in support of this application is true and correct.

Property Owner's Signature

Date 8/17/2021

Applicant's Signature

Date 6 AUGUST 2021

COMPLETE LEGAL DESCRIPTION

Attachment 2

ADJUSTED PARCEL M

LOTS 1, 2, 36 AND 37, BLOCK 15, KENWOOD PARK, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 8 OF PLATS, PAGE 26, IN KING COUNTY, WASHINGTON.

TOGETHER WITH PARCEL A, CITY OF MEDINA, BOUNDARY LINE ADJUSTMENT NUMBER 2006-01, RECORDED UNDER RECORDING NUMBER 20070201900008, IN KING COUNTY, WASHINGTON, BEING A PORTION OF LOTS 19, 20 AND 21, BLOCK 12, OF SAID PLAT OF KENWOOD PARK;

TOGETHER WITH VACATED "E" STREET AND PORTION OF VACATED UPLAND ROAD AS WOULD ATTACH BY OPERATION OF LAW;

TOGETHER WITH LOTS 3, 4, 5, 33, 34 AND 35, BLOCK 15, OF SAID PLAT OF KENWOOD PARK;

EXCEPT THE SOUTHWESTERLY 15 FEET OF LOTS 5 AND 33;

TOGETHER WITH ALL OF VACATED HARMON AVENUE (87TH AVENUE NORTHWEST) AS SHOWN ON SAID PLAT LYING IN FRONT OF SAID LOT 3;

TOGETHER WITH ADJOINING PROPERTY VACATED UNDER THE CITY OF MEDINA ORDINANCE 804 RECORDED NOVEMBER 2, 2007 UNDER RECORDING NO. 20071102000047.

Vacation Criteria

The following is a list of criteria that council shall consider when determining whether to vacate the subject property. Please respond to each item by providing as much detailed information as possible to support your request. Attach more pages if necessary.

- 1. Whether a change in use or vacation of the subject property will provide a benefit to the city as determined by the council, including but not limited to any of the following examples: reduction of unnecessary ROW; preservation of streetscape character; expanding the city's property tax roll; addressing neighborhood requests related to traffic impacts; better accommodation of pedestrians, bicyclists, motorists and/or emergency responders; reservation of an easement will accommodate the city's current or projected need.**

THE BENEFIT PROVIDED WILL BE MULTI-FOLD; A REDUCTION IN UNNECESSARY R.O.W. (BOTH ADJACENT LOTS HAVE SMALLER ROW), THE ENTIRETY OF THE 442 PROPERTY WILL HAVE A CONSISTENT R.O.W. AS DOES EACH LOT ON THIS STREET, AND THIS WILL EXPAND THE CITY'S PROPERTY TAX ROLL.

- 2. Whether the subject property is no longer required for public use or public access.**

WITH THE RECENT VACATION OF THE ADJACENT PROPERTY TO THE SOUTH (426 87TH/UPLAND), THE REQUESTED PORTION OF THE 438 PROPERTY BECAME LESS ACCESSIBLE AND USEFUL AS PUBLIC PROPERTY, AND DOES NOT CURRENTLY PROVIDE PUBLIC ACCESS.

- 3. Whether the substitution of a new and different public way would be more or less useful to the city and/or the public.**

THE VACATED PORTION OF UPLAND DRIVE WILL BE MORE USEFUL DUE TO THE CONSISTENCY OF THE RIGHT OF WAY.

- 4. Whether conditions may or could change in the future, creating or providing a greater or different public use or need than presently exists.**

THIS REQUESTED VACATION WILL ALIGN WITH OTHER PROPERTIES ALONG THIS ROAD SO ANY FUTURE CHANGES TO THE R.O.W. WILL LIKELY AFFECT ALL PROPERTIES WITH NO ADDITIONAL DETRIMENT DUE TO THIS VACATION.

- 5. Whether existing property access will be restricted or denied as a result of the vacation.**

THE VACATED PORTION OF UPLAND DRIVE WILL NOT RESTRICT OR DENY ACCESS TO ANY PROPERTIES.

- 6. Whether objections to the petition or proposed vacation are made by (i) owners of private property (exclusive of petitioners) abutting or in proximity to the subject property, (ii) governmental agencies, (iii) private users of the subject property, and/or (iv) members of the general public.**

NO OBJECTIONS HAVE BEEN MADE TO OUR KNOWLEDGE. RECENT STREET VACATION(S) IN THE IMMEDIATELY VICINITY SUGGEST THAT THERE IS GENERAL SUPPORT BY NEIGHBORING PROPERTIES.

Attachment 2

PETITION NO. _____
CITY OF MEDINA, WASHINGTON
PETITION TO VACATE STREET OR ALLEY

To the City Council of the City of Medina, Washington.


We, the owners of two-thirds of the real property abutting the public street, alley, sidewalk, trail and any other public grant, dedication and easement related to street, pedestrian, or travel purposes within the city, legally described on Page 1 of this Street Vacation Petition, petition the City Council of the City of Media to vacate this public street, alley, sidewalk, trail and any other public grant, dedication and easement related to street, pedestrian, or travel purposes within the city, pursuant to RCW Chapter 35.79 and MMC 12.44.

Property
Owner #1

Name KEN LIANG - LIANG LIVING TRUST

Address 442 UPLAND DR, MEDINA, WA 98039

Legal Description SEE ATTACHED

Signature  Date 8/17/2021

Property
Owner #2

Name _____

Address _____

Legal Description _____

Signature _____ Date _____

Property
Owner #3

Name _____

Address _____

Legal Description _____

Signature _____ Date _____

Property
Owner #4

Name _____

Address _____

Legal Description _____

Signature _____ Date _____

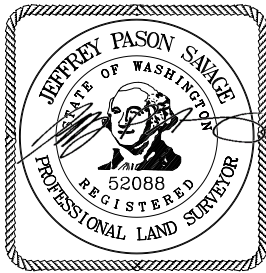
Attachment 2**EXHIBIT A**

A PORTION OF HARMON AVE PER PLAT OF KENWOOD PARK AS RECORDED IN BOOK 8 OF PLATS ON PAGE 26, IN KING COUNTY WASHINGTON, DESCRIBED AS FOLLOWS;

ALL THAT PORTION OF SAID HARMON AVE LYING IN FRONT OF LOTS 4 AND 5, BLOCK 15 OF SAID KENWOOD PARK;

EXCEPT THE SOUTHWESTERLY 15 FEET ADJOINING LOT 5;

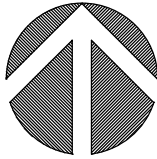
EXCEPT THAT PORTION OF HARMON AVE VACATED UNDER THE CITY OF MEDINA ORDINANCE NO. 804, RECORDED NOVEMBER 2, 2007 UNDER RECORDING NO. 20071102000049.



08/20/2021

Attachment 2

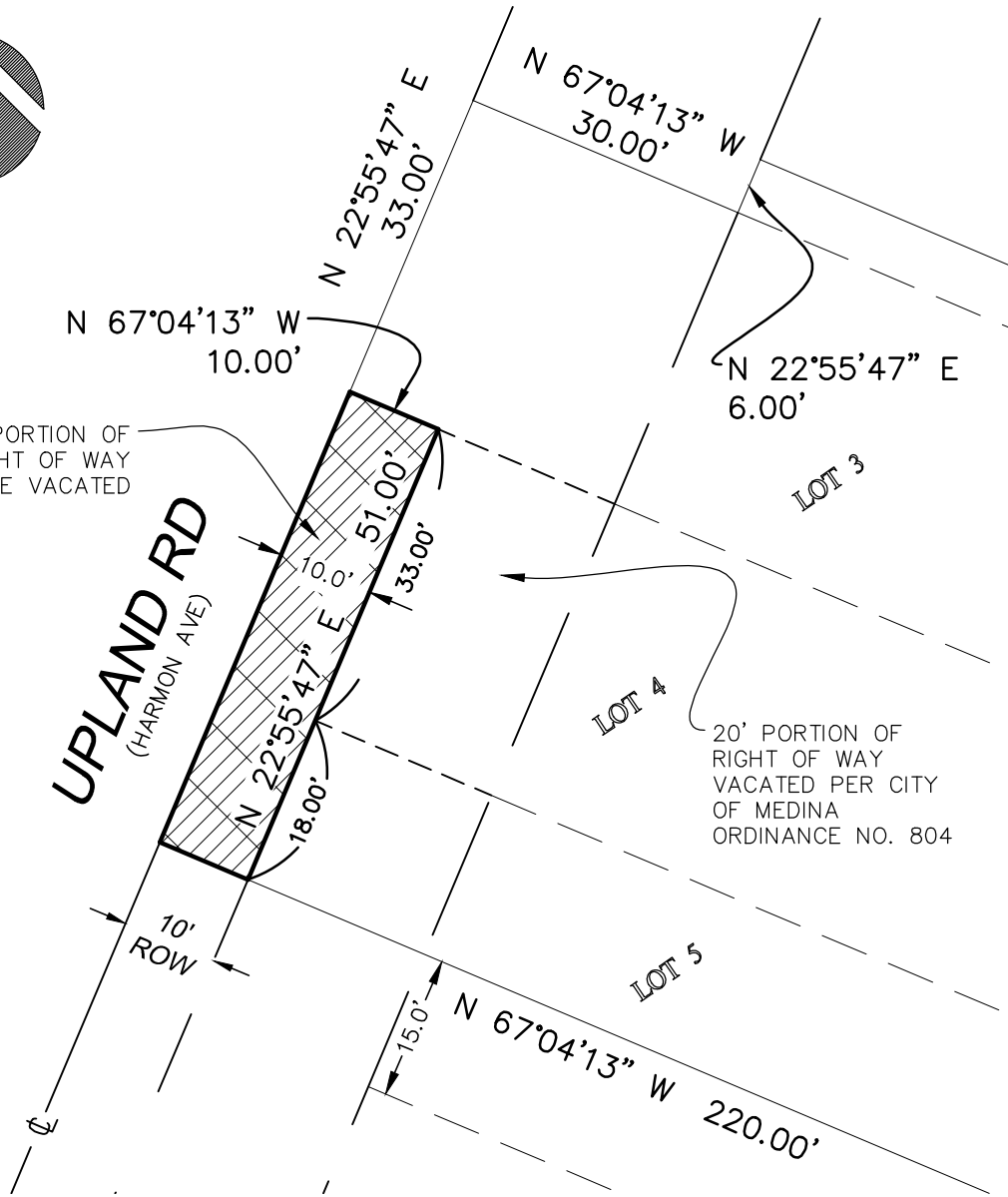
EXHIBIT B



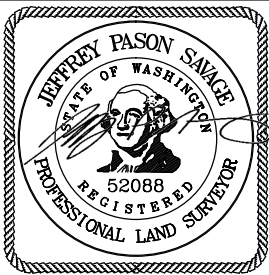
N.T.S.

10' PORTION OF RIGHT OF WAY TO BE VACATED

UPLAND RD
(HARMON AVE)



20' PORTION OF RIGHT OF WAY VACATED PER CITY OF MEDINA ORDINANCE NO. 804



VACATION EXHIBIT

438 UPLAND RD
MEDINA, WA 98039

JOB NO. 191875
DATE: 08/20/2021



Terrane

10801 Main Street, Suite 102, Bellevue, WA 98004
phone 425.458.4488 support@terrane.net

www.terrane.net

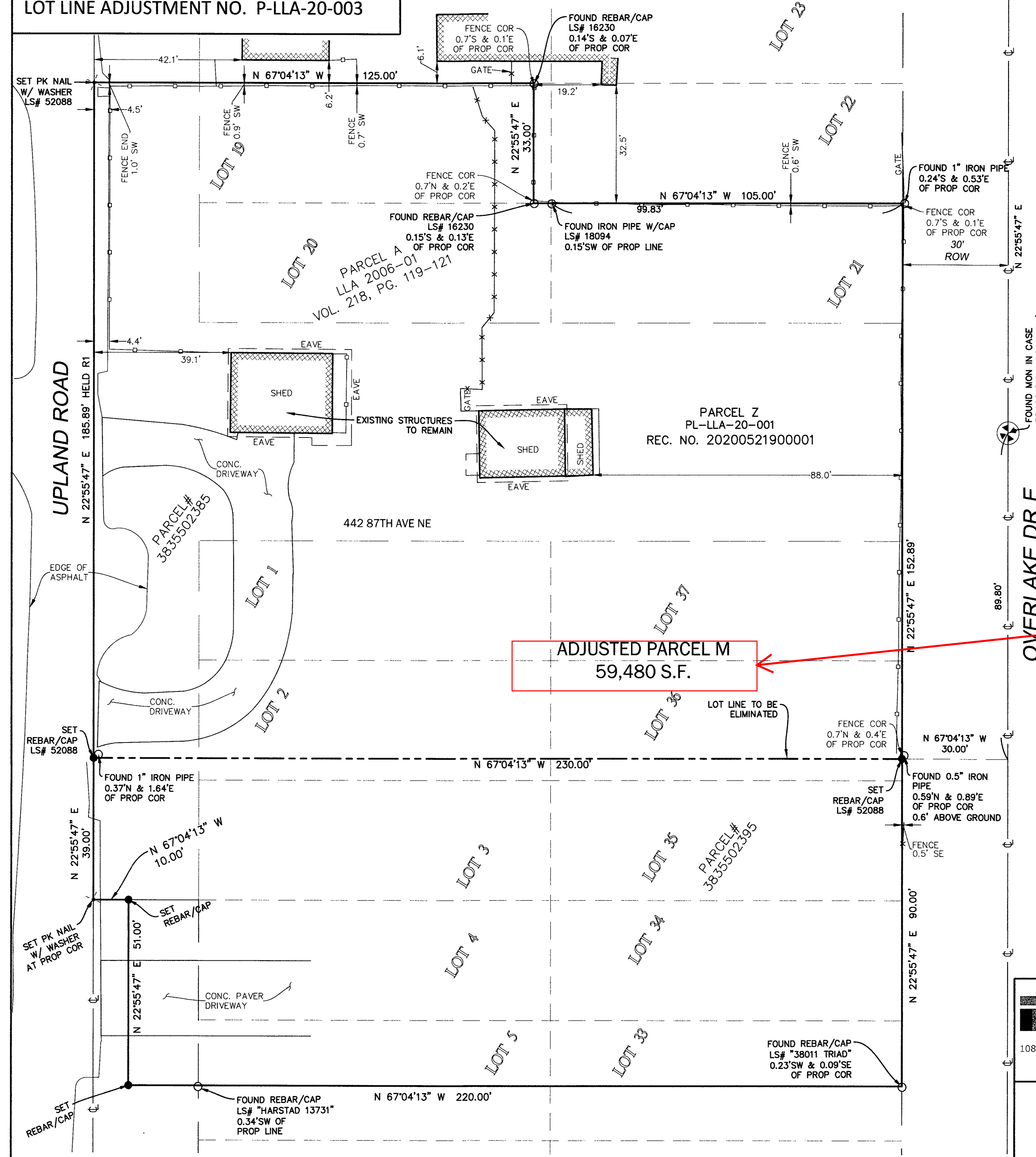
Attachment 2

CITY OF MEDINA

LOT LINE ADJUSTMENT NO. P-LLA-20-003

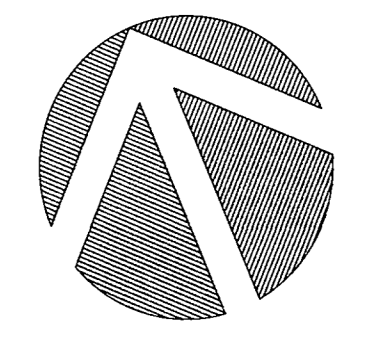
SITE PLAN

RECORDING NO.	VOL./PAGE
	447/229
NW1/4, NW1/4 SEC. 31, T. 25 N., R. 5 E., W.M.	



PIQ

ADJUSTED PARCEL M
59,480 S.F.



20 0 10 20
(IN FEET)
1 INCH = 20 FT.

Terrane
10801 Main Street, Suite 102, Bellevue, WA 98004
phone 425.458.4488 support@terrane.net
www.terrane.net

LOT LINE ADJUSTMENT FOR LIANG RESIDENCE
442 87TH AVE NE
MEDINA, WA 98039

DWN BY	DATE	JOB
TLR	6/1/21	#190642-B
CHKD. BY	SCALE	SHEET 3 OF 3
SRM/JPS	1" = 20'	

Order: 219164-ETU
Doc: 20210610-900049 MAP 06-10-2021

Page 3 of 3

Requested By: Pavan Kumar M, Printed: 8/18/2021 7:29 AM



Commitment for Title Insurance

Title Officer: Eastside Title Unit
 Email: CTIBellevueETU@ctt.com
 Title No.: 0219164-ETU

Property Address: 442 87th Avenue NE Medina, WA 98039

Introducing LiveLOOK

LiveLOOK title document delivery system is designed to provide 24/7 real-time access to all information related to a title insurance transaction.

Access title reports, exception documents, an easy-to-use summary page, and more, at your fingertips and your convenience.

[To view your new Chicago Title LiveLOOK report, Click Here](#)

The screenshot displays the Chicago Title LiveLOOK web interface. The header includes the Chicago Title of Washington logo, a search bar, and navigation links for 'Home', 'Sign In', and 'Logout'. The main content area is titled 'Title # LIVELOOK' and shows a 'SUMMARY' section with the following details:

- VESTING:** Sam and Susie Siller, husband and wife as joint tenants
- ADDRESS:** 1246 Main Street, Tiburon, California
- FORM OF POLICY:** A-CITL/SL/ST13 Homeowner's Policy of Title Insurance ALTA Loan 2006
- FILE NUMBER:** LIVELOOK
- PLANT DATE:** April 2, 2019 at 7:59 a.m.
- PROPERTY TYPE:** Single Family Residence

Below the summary, there are sections for 'PROPERTY TAX' and 'EXCEPTIONS'. The 'EXCEPTIONS' section lists several items, with some highlighted in red and yellow:

- A. Property taxes, which are a lien not yet due and payable
- B. Supplemental or escaped assessments if any
- C. Payment of Contractual Assessment Required - HES/PA/CZ
- 1. Water rights
- 2. Provisions in a deed authorizing the buying, selling or handling of mineral rights on said land
- 3. Covenants, conditions and restrictions
- 4. Easement
- 5. Deed of Trust
- 6. Abstract of Judgment

Effortless, Efficient, Compliant, and Accessible

SUBDIVISION

Attachment 2

Issued By:



CHICAGO TITLE INSURANCE COMPANY

Guarantee/Certificate Number:

0219164-ETU

CHICAGO TITLE INSURANCE COMPANY
a corporation, herein called the Company

GUARANTEES

Ripple Design Studio

herein called the Assured, against actual loss not exceeding the liability amount stated in Schedule A which the Assured shall sustain by reason of any incorrectness in the assurances set forth in Schedule A.

LIABILITY EXCLUSIONS AND LIMITATIONS

1. No guarantee is given nor liability assumed with respect to the identity of any party named or referred to in Schedule A or with respect to the validity, legal effect or priority of any matter shown therein.
2. The Company's liability hereunder shall be limited to the amount of actual loss sustained by the Assured because of reliance upon the assurance herein set forth, but in no event shall the Company's liability exceed the liability amount set forth in Schedule A.

Please note carefully the liability exclusions and limitations and the specific assurances afforded by this guarantee. If you wish additional liability, or assurances other than as contained herein, please contact the Company for further information as to the availability and cost.

Chicago Title Insurance Company

By:

Randy Quirk, President

Attest:

Marjorie Nemzura, Secretary

Chicago Title Company of Washington
11900 NE 1st St., Suite 110
Bellevue, WA 98005

Countersigned By:

Nathan Warwick
Authorized Officer or Agent



CHICAGO TITLE INSURANCE COMPANY**GUARANTEE/CERTIFICATE NO. 0219164-ETU****Attachment 2****ISSUING OFFICE:**

Title Officer: Eastside Title Unit
 Chicago Title Company of Washington
 11900 NE 1st St., Suite 110
 Bellevue, WA 98005
 Main Phone: (425)646-9883
 Email: CTIBellevueETU@ctt.com

SCHEDULE A

Liability	Premium	Tax
\$1,000.00	\$350.00	\$35.35

Effective Date: August 12, 2021 at 08:00 AM

The assurances referred to on the face page are:

That, according to those public records which, under the recording laws, impart constructive notice of matter relative to the following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Title to said real property is [vested in:](#)

Kenneth Liang and Laura Liang, Trustees of the Liang Family Trust, dated January 22, 2018

subject to the matters shown below under Exceptions, which Exceptions are not necessarily shown in the order of their priority.

END OF SCHEDULE A

EXHIBIT "A"
Legal Description

Attachment 2

For APN/Parcel ID(s): 383550-2385-05

ADJUSTED PARCEL M, CITY OF MEDINA LOT LINE ADJUSTMENT NO. P-LLA-20-003, RECORDED UNDER RECORDING NO. 20210610900049, IN KING COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

LOTS 1, 2, 36 AND 37 , BLOCK 15, KENWOOD PARK, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 8 OF PLATS, PAGE 26, IN KING COUNTY, WASHINGTON.

TOGETHER WITH PARCEL A, CITY OF MEDINA, BOUNDARY LINE ADJUSTMENT NUMBER 2006-01, RECORDED UNDER RECORDING NUMBER 20070201900008, IN KING COUNTY, WASHINGTON, BEING A PORTION OF LOTS 19, 20 AND 21, BLOCK 12, OF SAID PLAT OF KENWOOD PARK;

TOGETHER WITH VACATED "E" STREET AND PORTION OF VACATED UPLAND ROAD AS WOULD ATTACH BY OPERATION OF LAW;

TOGETHER WITH LOTS 3, 4, 5, 33, 34 AND 35, BLOCK 15, OF SAID PLAT OF KENWOOD PARK;

EXCEPT THE SOUTHWESTERLY 15 FEET OF LOTS 5 AND 33;

TOGETHER WITH ALL OF VACATED HARMON AVENUE (87TH AVENUE NORTHWEST) AS SHOWN ON SAID PLAT LYING IN FRONT OF SAID LOT 3; TOGETHER WITH ADJOINING PROPERTY VACATED UNDER THE CITY OF MEDINA ORDINANCE 804 RECORDED NOVEMBER 2, 2007 UNDER RECORDING NO. 20071102000047.

SITUATE IN THE COUNTY OF KING, STATE OF WASHINGTON.

SCHEDULE B**GENERAL EXCEPTIONS:**

H. Reservations and exceptions in United States Patents or in Acts authorizing the issuance thereof.

SPECIAL EXCEPTIONS:

1. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on the Plat of Kenwood Park, recorded in [Volume 8 of Plats, Page 26](#):

[Recording No: 89002](#)

2. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on Survey:

[Recording No: 9602219001](#)

3. Notice of Charges by water, sewer and storm and surface water utilities and the terms and conditions thereof:

Recording Date: December 20, 1996

[Recording No.: 9612200938](#)

4. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on City of Medina Lot Line Adjustment No. 2006-01:

[Recording No: 20070201900008](#)

5. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on Survey:

[Recording No: 20200214900022](#)

SCHEDULE B

(continued)

6. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on Lot Line Adjustment No. PL-LLA-20-001:

[Recording No: 20200521900001](#)

7. The Terms, Conditions and Reservations as disclosed in "Ordinance No. 993":

Recording Date: January 22, 2021

[Recording No.: 20210122000722](#)

8. Covenants, conditions, restrictions, recitals, reservations, easements, easement provisions, dedications, building setback lines, notes, statements, and other matters, if any, but omitting any covenants or restrictions, if any, including but not limited to those based upon race, color, religion, sex, sexual orientation, familial status, marital status, disability, handicap, national origin, ancestry, or source of income, as set forth in applicable state or federal laws, except to the extent that said covenant or restriction is permitted by applicable law, as set forth on City of Medina Lot Line Adjustment No. P-LLA-20-003:

[Recording No: 20210610900049](#)

9. General and special taxes and charges, payable February 15, delinquent if first half unpaid on May 1, second half delinquent if unpaid on November 1 of the tax year (amounts do not include interest and penalties):

Year:	2021
Tax Account No.:	383550-2385-05
Levy Code:	1836
Assessed Value-Land:	\$7,670,000.00
Assessed Value-Improvements:	\$1,653,000.00

General and Special Taxes:

Billed:	\$82,263.12
Paid:	\$41,131.56
Unpaid:	\$41,131.56

10. The search did not disclose any open mortgages or deeds of trust of record, therefore the Company reserves the right to require further evidence to confirm that the property is unencumbered, and further reserves the right to make additional requirements or add additional items or exceptions upon receipt of the requested evidence.
11. Any unrecorded leaseholds, right of vendors and holders of security interests on personal property installed upon the Land and rights of tenants to remove trade fixtures at the expiration of the terms.

NOTES:

SCHEDULE B

(continued)

Note: FOR INFORMATIONAL PURPOSES ONLY:

The following may be used as an abbreviated legal description on the documents to be recorded, per Amended RCW 65.04.045. Said abbreviated legal description is not a substitute for a complete legal description within the body of the document:

ADJUSTED PARCEL M, CITY OF MEDINA LLA NO. P-LLA-20-003, REC NO. 20210610900049

[Tax Account No.: 383550-2385-05](#)

Note: The Public Records indicate that the address of the improvement located on said Land is as follows:

442 87th Avenue NE
Medina, WA 98039

END OF SCHEDULE B

Attachment 2

PAYMENT FOR APPRAISAL AGREEMENT

City of Medina
City Clerk
501 Evergreen Point Road
Medina, WA 98039

To Whom It May Concern:


I/we, the undersigned applicant(s), hereby agree to pay the full cost of an appraisal as provided for in MMC 12.44.080. MMC 12.44.070 provides that the city manager or designee is authorized to obtain an appraisal from a qualified, independent appraiser as part of preparing the staff report of the vacation.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

DATED at Medina, Washington, this 23 day of AUGUST, 2021.

APPLICANT

JIM DEARTH



ALEXANDRA L + JEFFREY A TEPER

432 OVERLAKE DRIVE E
MEDINA, WA 98039

JERRY + MAUREEN HUNTER

508 UPLAND RD
MEDINA, WA 98039ALEXANDER ~~Attachment 2~~ STEWARTPO BOX 63
MEDINA, WA 98039

POLLY + WHERRY LAU

1661 HARBOR AVE SW #600
SEATTLE, WA 98126

TRENTON DYKES

426 UPLAND RD
MEDINA, WA 98039

ROBERT RICHMOND

500 86TH AVE NE
MEDINA, WA 98039

STUART + CLAUDIA LERWICK

518 UPLAND ROAD
MEDINA, WA 98039

PETER + TREMPER VAN SANT

8637 NE 6TH ST
MEDINA, WA 98039

STEVEN CHESTNUT

8612 NE 5TH ST
MEDINA, WA 98039

RICHARD + KATHRYN DALZELL

PO BOX 269
MEDINA, WA 98039

JIANG CHANGHUA + YAN YULAN

8629 NE 6TH ST
MEDINA, WA 98039

JEFF + CATHERINE JOHNSON

8622 NE 5TH ST
MEDINA, WA 98039

ANTHONY FUTRELL

NE 4TH ST
MEDINA, WA 98039

LOUIS LUNDQUIST

8621 NE 6TH ST
MEDINA, WA 98039

KIRK ALAN JOHNSON

4301 FOREST AVE SE
MERCER ISLAND, WA 98040

LHAM + FOROUTA MORSHEDZADEH

515 OVERLAKE DRIVE E
MEDINA, WA 98039

SAMEDI OUK

8447 RIDGE ROAD
MEDINA, WA 98039

MEDINA OVERLAKE 1 LLC

PO BOX 4206
BELLEVUE, WA 98009

CYNTHIA GILLISON + ERIC GOLDSBOROUGH

525 OVERLAKE DRIVE E
MEDINA, WA 98039

BRUCE RANSOM

435 UPLAND RD
MEDINA, WA 98039

BRUCE + DENISE NEU

484 OVERLAKE DRIVE E
MEDINA, WA 98039

MING SONG

531 OVERLAKE DRIVE E
MEDINA, WA 98039

NASER ATAEE

439 UPLAND ROAD
MEDINA, WA 98039

JKH FAMILY TRUST

494 OVERLAKE DRIVE E
MEDINA, WA 98039

SUSAN SULLIVAN

1645 RAMBLING LANE
MEDINA, WA 98039

JAY + SUMATHY PATHY

8457 NE 5TH ST
MEDINA, WA 98039

PEACE LAND LLC

520 OVERLAKE DRIVE E
MEDINA, WA 98039

JASON JOSEPH WEBER

446 OVERLAKE DR E
MEDINA, WA 98039

JAMES + KAREN HAAK

8605 NE 5TH ST
MEDINA, WA 98039

PEYMAN KHODABAKHSH

PO BOX 833
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ARNE M JOSEFSBERG

402 UPLAND RD

MEDINA, WA 98039

JAMES P + CARMEN R NOBLITT

8461 RIDGE ROAD

MEDINA, WA 98039

PETER J + MARTHA G WOODMAN

401 UPLAND RD

MEDINA, WA 98039

Attachment 2

KIRK JOHNSON

515 UPLAND RD

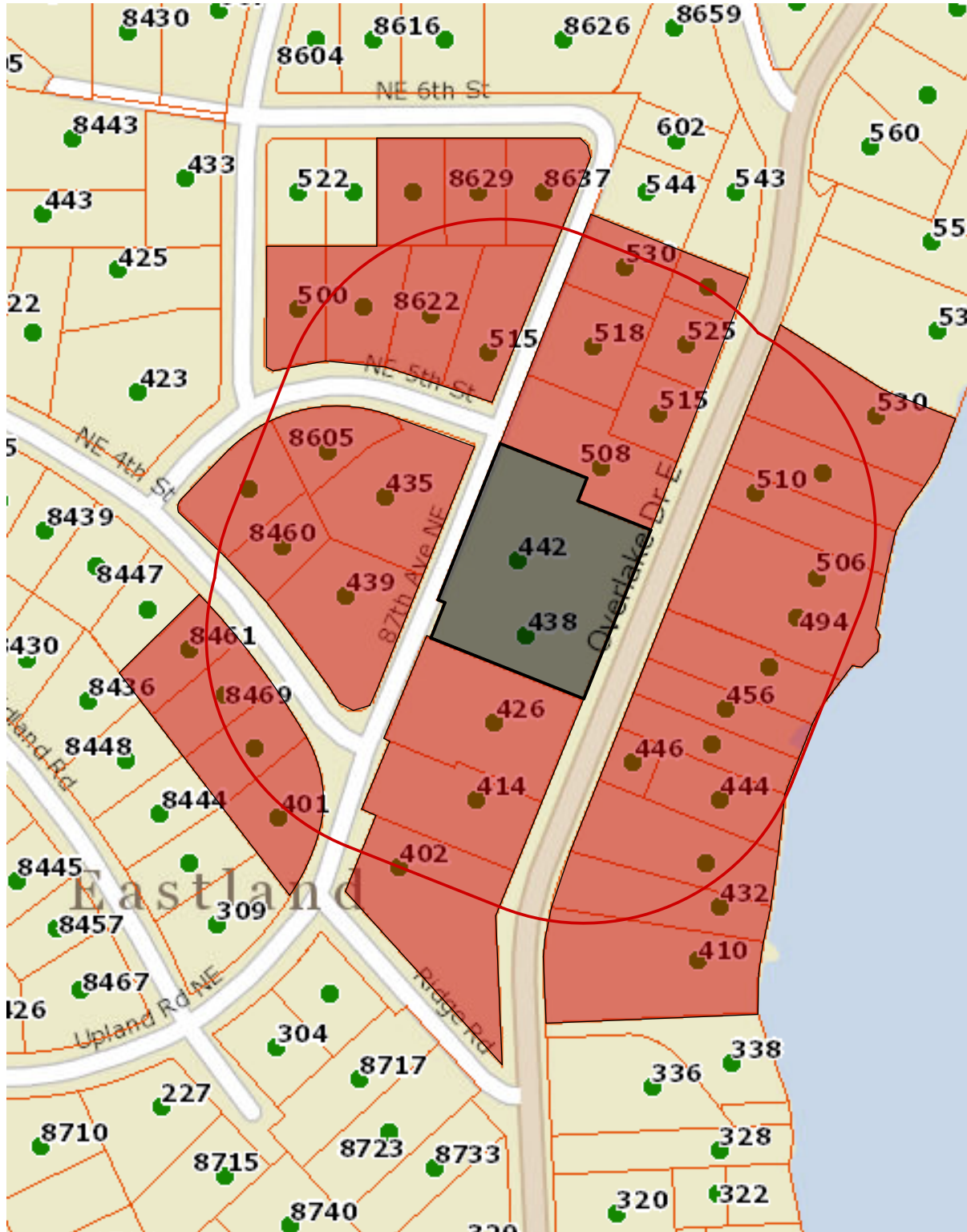
MEDINA, WA 98039

MICHAEL JOHNSON

414 UPLAND RD

MEDINA, WA 98039

VICINITY MAP (PROPERTIES WITHIN 300')





MEDINA, WASHINGTON

AGENDA BILL

September 13, 2021

Subject: 520 Expansion Joint Sound Mitigation Study Progress Report

Category: City Council Business

Staff Contact: City Manager Michael Sauerwein

Summary

2021 City Manager Goals, Projects, and Objectives includes:

- SR 520 Expansion-Joint (on-going) – Continue to aggressively manage SR 520 expansion-joint noise issue to achieve an agreeable resolution.
 - Maintain regular and consistent communication with Washington State Legislators, WSDOT, and consultants.
 - Continue to work with Legislators, WSDOT, and consultants to include Phase 2 of the University of Washington Engineering Department’s Sound Mitigation Study in the State’s Supplemental Budget. (*Funding for Phase 2 has been included in the State’s 2021-2022 Budget.*)
 - Have the University of Washington Engineering Department to present the results of Phase 2 of their Sound Mitigation Study to the City Council. (2022).

Sound Mitigation Study

The Sound Mitigation Study Progress Report is attached. As the report outlines, Per Reinhall and his team from the University of Washington Department of Mechanical Engineering have made good progress on designing a solution for reducing expansion joint noise (**Task #1**) and modeling/laboratory testing of their proposed solution (**Task #2**). They will soon be moving on to field testing of noise mitigation solutions to assess noise reduction and durability (**Task #3**).

Please Note...**Task 3** of the Progress Report, *Field testing of noise mitigation solutions to assess noise reduction and durability*. States:

“We are soon ready to field test our most promising noise attenuation designs for effectiveness and durability. WSDOT is currently trying to find a suitable bridge with an expansion joint with a single gap or with multiple gaps. The bridge needs to have significantly less traffic than the SR520 bridge so we can install our treatments without causing traffic congestion. The site should

also allow us to conduct periodic evaluation of noise attenuation and durability for about a period of four months.” (*Scheduled for September 2021 – March 2022*)

When last I spoke with Mark Gaines, WSDOT Bridge and Structures Engineer, he and Per Reinhall, University of Washington Department of Mechanical Engineering, were still in the process of finding a suitable bridge that would allow them to conduct periodic evaluation of noise attenuation and durability over a 4-month period.

I will provide the City Council with additional information as it becomes available.

Attachment

Sound Mitigation Study: WSDOT Modular Bridge Expansion Joints – Phase 2. Progress Report.

Budget/Fiscal Impact: NA

Recommendation: Discussion

City Manager Approval: 

Proposed Council Motion: NA

Time Estimate: 30 minutes

PROGRESS REPORT 7/14/2021

SOUND MITIGATION STUDY: WSDOT MODULAR BRIDGE EXPANSION JOINTS - PHASE 2

Per Reinhall, Jeff Lipton, Sawyer Thomas, Waiel Elmadih
Department of Mechanical Engineering
University of Washington

BACKGROUND

Expansion joints are connections in bridges that allow the structure to expand and contract with changing conditions such as temperature, lake level, wind/wave conditions and traffic loads. Allowing this expansion and contraction is necessary to keep the bridge from becoming overstressed and getting damaged.

The noise created by vehicles driving over modular expansion joints is a nuisance to residents in several parts of the State of Washington, with the Washington State Department of Transportation (WSDOT) receiving noise complaints from bridges throughout the state. Large expansion joints in particular have been problematic, such as those installed on the Evergreen Point Floating Bridge (SR520 bridge). Shortly after opening in 2016, WSDOT started receiving noise complaints relating to the large, 16 center beam, expansion joints on the east and west ends.

Several WSDOT bridges – more than 50 state-wide – have the modular expansion joints like those used on the SR 520 bridge. Modular expansion joints are typically used when six inches or greater expansion/contraction is required at a joint. Numerous noise complaints associated with modular bridge expansion joints have been received at bridges throughout the state. This study aims to develop a noise mitigation method that reduces environmental noise levels. Environmental noise is well known to decrease the quality of life of those exposed to it, so the results from this study can lead to the improvement of the quality of life for residents living in the vicinity of these bridges. The results of this research project can be applied to all existing and future bridges with these types of expansion joints.

Phase 1 of this study examined the noise generation mechanism and its radiation from expansion joints. The objective of this phase 2 study is to develop ways to mitigate the noise as there is no commercially available noise abatement that is cost effective, safe, and durable. The study includes both laboratory and field studies of novel sound mitigation systems to determine their effectiveness, viability, durability, and safety.

PROGRESS TO DATE

The project was started January 4, 2021.

The following research team was assembled:

Per Reinhall, Professor of Mechanical Engineering
Jeff Lipton, Assistant Professor of Mechanical Engineering
Waiel Elmadih, Post-Doctoral Fellow, Mechanical Engineering
Sawyer Thomas, PhD student, Mechanical Engineering

The following outlines the progress made with the four tasks associated with the project.

Task 1: Design of solution for reducing noise from modular bridge expansion joint.

As was shown in Phase 1 of this study, the noise from the expansion joints originates on the top of the joints and is due to resonances excited in the air gap between the center beams as air is compressed by the deformation of the passing tire. The generated noise can thus be decreased by decreasing the deformation of the tires as it passes of the gap between the beams or by preventing resonance of the trapped air between the beams.

To decrease the deformation of the tire we are pursuing a novel lattice structure that will be attached between the beams. This material will allow for the necessary longitudinal and transvers motion of the expansion joint but will prevent vertical deformation of the passing tire.

We have been making good progress with the lattice design, analysis, and fabrication. In January we took delivery of a state-of-the-art 3D printer (Carbon L1 Series) that allows us to print flexible polymeric lattices of the correct stiffness and durometer for fatigue testing in the lab. We have also identified extrudable rubber like materials that have the potential of having high resistance against wear from studded tire.

Task 2: Modeling and laboratory testing of noise mitigation solutions including the design and construction of a test bench for controlled testing of mitigation solutions.

A complete and detailed finite element model of the SR 520 Bridge expansion joint has been completed. In addition, a finite element model of a parametrized vehicle tire to predict tire deflection has been completed. Coupled together these models can predict the noise generated as a tire travels across the expansion joint.

The acoustic performance of each attenuation design is being evaluated using the finite element models. This includes the vibration of the tire and the expansion joint beams, the deformation of the acoustic mitigation system, and the coupling with the surrounding air. The finite element analysis allows us to conveniently determine the stiffness of the mitigation system for optimum performance. Together our models are helping us to quickly explore our designs by decreasing the need for time consuming prototyping and testing (Fig 1).

We are currently examining a set of possible designs (Figure 2). To do this, we run numerical simulations for each potential solution. These produce pressure curves, representing the tire rolling across the gap between the expansion joint beams. Through this process, we aim to reduce the impact pressure on the rails and the tires, subsequently limiting the source of the vibrations.

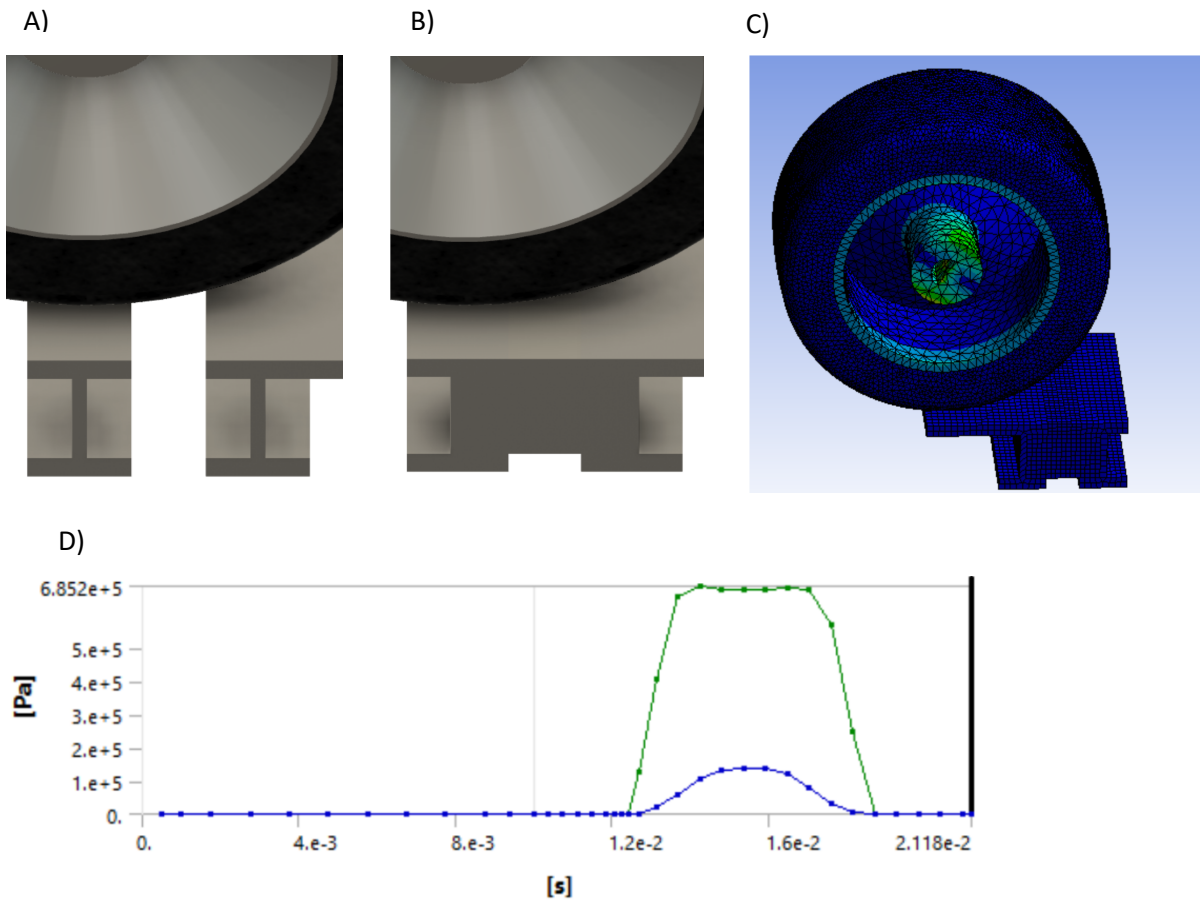


Figure 1. Numerical Simulation. A) Original MEJ beam gap setup. B) Best case MEJ solution (fully filled gap). C) Solved simulation demonstrating setup and mesh. D) Example of a beam pressure profile as the tire rolls over the gap. Green – maximum pressure, blue – average pressure.

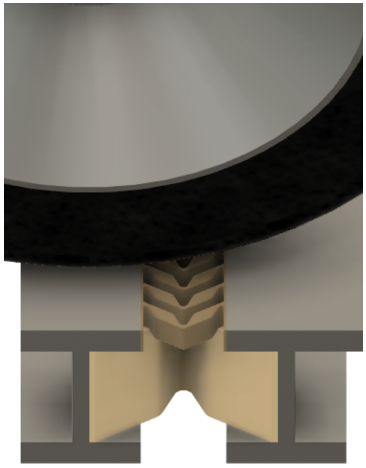
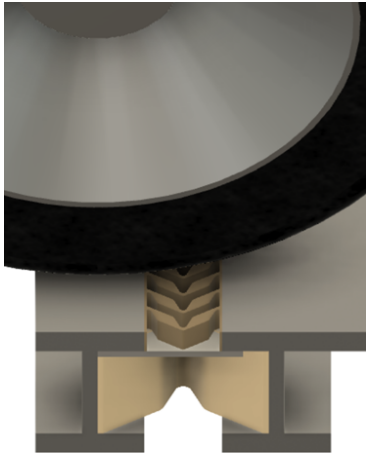
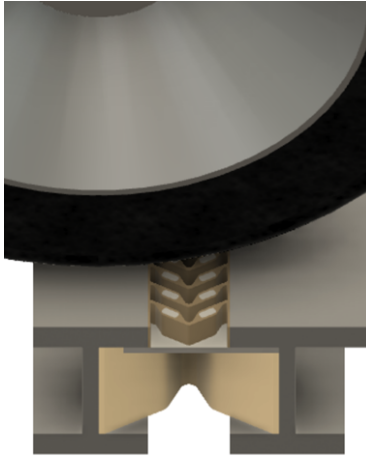
Solution Type	Rendering	Simulation Metrics	Pros
<p>Rubber extrusion supported by the I-beam interior</p>		<p>Reduces the gap's maximum I-beam pressure by ~75%.</p> <p>Pressure reduction comparable to filling the gap with solid rubber.</p> <p>No significant reduction in maximum tire deflection.</p>	<p>Easy to fabricate and install.</p> <p>High reduction in pressure.</p> <hr/> <p>Cons</p> <p>Least resistant to deformation.</p>
<p>Rubber extrusion supported by metal plate and the I-beam Interior</p>		<p>Reduces the gap's maximum I-beam pressure by ~86%.</p> <p>~70% reduction in tire deformation in the gap.</p> <p>Rolling simulation for pressure still in progress.</p>	<p>Pros</p> <p>second best for resistance to deformation and pressure reduction.</p> <hr/> <p>Cons</p> <p>Installation might be more challenging.</p>
<p>Metal-rubber combination supported by metal plate and the I-beam Interior</p>		<p>Reduces the gap's maximum I-beam pressure by ~90%.</p> <p>Pressure reduction comparable to removing the gap.</p>	<p>Pros</p> <p>Expected to be the best solution for resistance to deformation and pressure reduction.</p> <hr/> <p>Cons</p> <p>High part count means that fabrication will be more complex. Installation might be more challenging.</p>

Figure 2. Potential mitigation designs.

Task 3: Field testing of noise mitigation solutions to assess noise reduction and durability.

We are soon ready to field test our most promising noise attenuation designs for effectiveness and durability. WSDOT is currently trying to find a suitable bridge with an expansion joint with a single gap or with multiple gaps. The bridge needs to have significantly less traffic than the SR520 bridge so we can install our treatments without causing traffic congestion. The site should also allow us to conduct periodic evaluation of noise attenuation and durability for about a period of four months.

Task 4: Optimize installation methodology to ensure durability and corrosion prevention

We are currently evaluating commercially available, highly wear resistant, extrudable polymer for our lattice structures.

The final design will contain seals so that no water penetration will take place.

SCHEDULE

Task 1: July 2020 – Jan 2022

Task 2: July 2020 – Dec 2021

Task 3: Sept 2021 – Mar 2022

Task 4: Aug 2021 – Nov 2021

Final Report: March 2022



MEDINA, WASHINGTON

AGENDA BILL

September 13, 2021

Subject: American Rescue Plan Act Funding

Category: City Business

Staff Contact: Michael Sauerwein, City Manager

Summary

As we have previously discussed, the **American Rescue Plan Act** has allocated an estimated ~~\$720,000~~ \$918,735 to the City of Medina. 50% of the allocated funds will be distributed to the City in 2021 and 50% in 2022. The 2021 distribution will be on or around June 27, 2021. The deadline for expending all distributed funds is December 31, 2024. Eligible uses of the funds are outlined below.

The Five Eligible Uses of Funding

1. Supporting the public health response by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.
2. Replace lost public sector revenue to strengthen support for vital public services and help retain jobs.
3. Support immediate economic stabilization for households and businesses.
4. Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.
5. Investing in infrastructure improvement, repairs, and replacement. Specifically:
 - a. Broadband, targeting rural and remote areas that have minimal access.
 - b. Water systems (our water system is owned and operated by the City of Bellevue).
 - c. Sewer systems, in two subcategories:
 - i. Wastewater (also owned and operated by the City of Bellevue).
 - ii. Stormwater.

Potential Uses for Funds

City Staff has identified the following potential uses for the funds and encourages additional ideas from the City Council and community.

- Maintain the City's inventory of personal protective equipment.
- Indoor air quality testing of City Hall by an Industrial Hygienist and follow-up with the Hygienist recommendations. (See attached memo from Development Services Director Steve Wilcox)
- Contract with the Bellevue Fire Department's *Bellevue CARES* Program to address the medical and behavioral healthcare needs of our community. <https://bellevuewa.gov/city-government/departments/fire/medical/fire-cares>

Bellevue Fire has offered to provide this service for three years (2022, 2023, and 2024) @ \$28,000 per year.

- Invest in improvements, repairs, and replacement of our stormwater infrastructure.

Attachment

Medina City Hall Air Quality Testing and Moisture Investigation, Steve Wilcox, Director of Development Services.

Budget/Fiscal Impact:

\$918,735 over three years.

Recommendation:

Discussion and direction from the City Council.

City Manager Approval: 

Proposed Council Motion:

NA

Time Estimate: 30 minutes



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

September 9, 2021

To: Mike Sauerwein
Fm: Steve Wilcox

Re: Medina City Hall Air Quality Testing and Moisture Investigation

We are having the indoor air quality (IAQ) of City Hall tested. The Principal Industrial Hygienist from Wood Environmental & Infrastructure Solutions, Inc. has recently been performing IAQ tests in the primary occupied areas of City Hall. Associated with the IAQ testing the Hygienist is investigating the causes of visual interior moisture damage. The IAQ testing was prompted due to a desire to assure building occupants that City Hall air is healthy. The goal is to be able to confidently restore full use of our City Hall building by the public with the knowledge that the building is safe and healthy to be in.

The Hygienist is working with our mechanical maintenance contractor and building official in reviewing all area heating and cooling units, fresh air exchange, and heat recovery systems. The Hygienist initially spot tested various areas within City Hall and then set individual 48-hour monitoring of IAQ in the Council Chambers, main level employee area, upper floor common area, and in the lower floor Police.

The result of the IAQ testing will be a report which identifies the health and comfort of the air within City Hall considering ASHRAE guidelines. The investigation into the visual moisture damage will result in recommendations for possible required modifications to stop and prevent the moisture, and for possible building repairs.

The information gained from this work will allow for decision making regarding any changes to the mechanical systems or to the building itself that may be found necessary. Only through qualified IAQ testing can we get this information.

MEDINA, WASHINGTON



AGENDA BILL

September 13, 2021

Subject: Community Survey Discussion

Category: City Business

Staff Contact: City Manager Michael Sauerwein

Summary

The adopted 2021 City Manager Goals, Projects, and Objectives includes:

“**Community Survey** – In 2019 and 2020 the Development Services Department conducted three surveys to ascertain citizen’s attitudes regarding construction and development in their neighborhoods. Results of the surveys were discussed at the September 22, 2020 Joint City Council Planning Commission Meeting.

In 2021 we will conduct a Community Survey including city services, community priorities, and quality of life in Medina.”

Survey Goal

The goal of the survey is to solicit input on community priorities, current City projects, and the overall quality of life in Medina.

Desired Outcomes

Through a series of questions, establish a baseline of data that can be replicated every year.

Next Steps – Proposed Timeline

- Survey conducted – September 20, 2021-October 8, 2021.
- Survey results discussed – October 18, 2021, City Council Meeting.

Attachment

Medina Community Survey 2021 (Draft 9-13-2021)

Budget/Fiscal Impact: NA

Recommendation: Discussion and Direction

City Manager Approval: 

Proposed Council Motion: NA

Time Estimate: 30 minutes

Medina Community Survey 2021 (DRAFT 9-13-2021)

Survey Goal

The goal of the survey is to solicit input on community priorities, current City projects, and the overall quality of life in Medina.

Community Priorities

Do you agree or disagree with the following statements?

- 1. The overall direction of the City Government is on the right track.**
 1. Strongly Agree
 2. Somewhat Agree
 3. Somewhat Disagree
 4. Strongly Disagree
 5. No Opinion

- 2. I am satisfied with the City's efforts to reach out, engage, and listen to residents on important issues.**
 1. Strongly Agree
 2. Somewhat Agree
 3. Somewhat Disagree
 4. Strongly Disagree
 5. No Opinion

- 3. I am satisfied with Medina's long-range planning for the future.**
 1. Strongly Agree
 2. Somewhat Agree
 3. Somewhat Disagree
 4. Strongly Disagree
 5. No Opinion

Current City Projects

Traffic Enforcement – The City has identified traffic enforcement as an area of emphasis for our Police Department.

- 1. Do you think traffic enforcement by the Police is?**
 1. Too low
 2. Just about right
 3. Too high
 4. No opinion

- 2. Do you think the Police presence in the City is?**
 1. Too low

ATTACHMENT

- 2. Just about right
- 3. Too high
- 4. No opinion

Streets and Sidewalks – The City has also identified addressing the deferred maintenance of our streets and sidewalks as an area of emphasis.

1. Do you agree or disagree with the following statement: The City is making good progress on improving City Streets and Sidewalks?

- 1. Strongly Agree
- 2. Somewhat Agree
- 3. Somewhat Disagree
- 4. Strongly Disagree
- 5. No Opinion

2. How do you rate the condition of streets in your neighborhood?

- 1. Excellent
- 2. Good
- 3. Neutral
- 4. Poor
- 5. Very Poor
- 6. No opinion

City Parks

1. In the past 12 months, how many times have you visited Medina’s parks? (space for comments)

2. On a scale of 0 to 10, where 0 is “not at all satisfied” and 10 is “extremely satisfied”, how do you rate your *overall satisfaction* with Medina’s parks facilities?

0 1 2 3 4 5 6 7 8 9 10 (space for comments)

3. On a scale of 0 to 10, where 0 is “extremely poor” and 10 is “excellent”, how do you rate the *overall appearance* of Medina’s parks facilities?

0 1 2 3 4 5 6 7 8 9 10 (space for comments)

Overall Quality of Life

1. If you were to name one thing you most enjoy about living in Medina, what would that be? (space for comments)

ATTACHMENT

2. **What about Medina would you most like to change or see happen to make the community more livable?** (space for comments)

3. **What is your favorite community event?**
 1. Medina Days
 2. Easter Egg Hunt
 3. Shredder Days
 4. Arbor Day
 5. Other

Final Thoughts

1. **How long have you lived in Medina?** (space for comments)

2. **Is there anything else you would like to share?** (space for comments)



CITY OF MEDINA

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

Date: September 13, 2021

To: Honorable Mayor and City Council

From: Michael Sauerwein, City Manager

Subject: City Manager Report

July 12, 2021 City Council Meeting After Action Report

Traffic Calming Project:

Council Member Frey noted that on 24th and Evergreen Point Road cars are rolling through the stop signs – timeframe to station an officer to look at 7:00am to 9:00 am when construction is rolling in.

The City's Police Department has prioritized traffic patrol in this neighborhood.

Hedge:

Mayor Rossman noted for Public Works that there is a Laurel hedge along the Overlake Golf and Country Club side of the entrance to the pedestrian path, between NE 12th and NE 14th that is growing tall, creating safety visibility issues. Ryan to contact Overlake Golf and Country Club to take care of it.

Overlake Golf and Country Club has been notified.

2021 City Manager Goals, Projects, and Objectives

The adopted 2021 City Manager Goals, Projects, and Objectives are attached.

Updated 9-13-2021

2021 City Manager Goals, Projects, and Objectives

City Manager

- **SR 520 Expansion-Joint** (on-going) – Continue to aggressively manage SR 520 expansion-joint noise issue to achieve an agreeable resolution.
 - Maintain regular and consistent communication with Washington State Legislators, WSDOT, and consultants.
 - Continue to work with Legislators, WSDOT, and consultants to include Phase 2 of the University of Washington Engineering Department’s Sound Mitigation Study in the State’s Supplemental Budget.
 - Funding for Phase 2 is included in the State’s 2021-2022 Budget.
 - Have the University of Washington Engineering Department to present the results of Phase 2 of their Sound Mitigation Study to the City Council. (2022).
- **Community Survey** (first half) – In 2019 and 2020 the Development Services Department conducted three surveys to ascertain citizen’s attitudes regarding construction and development in their neighborhoods. Results of the surveys were discussed at the September 22, 2020 Joint City Council Planning Commission Meeting.

In 2021 we will conduct a Community Survey including city services, community priorities, and quality of life in Medina.

- Survey Timeline
 - Discussed with City Council **(4-12-2021)**
 - Draft Survey circulated to the City Council for review and comments – August 2021.
 - Survey questions finalized – September 13, 2021, City Council Meeting.
 - Survey conducted – September 20, 2021-October 8, 2021.
 - Survey results discussed – November 8, 2021, City Council Meeting.
- **Bi-Monthly Online Open House with the City Manager and Police Chief** (first half) – This is a temporary COVID replacement for “Coffee with the City Manager and Mayor” and “Coffee with a Cop”.
 - City Staff has/will hold the following on-line Community Forums:
 - Emergency Preparedness and other Community Public Safety Concerns **(1-14-2021)**.
 - Virtual Tour of 2021 Public Works Projects **(3-22-2021)**.

- Juvenile Safety Forum **(3-31-2021)**.
- Open House – Medina Park Playground **(5-13-2021)**.
- Community Forum – Gas Powered Lawn Equipment **(6-24-2021)**.
- Community Forum – Mental Health with Susie Kroll **(7-20-2021)**.

We are currently planning to re-start Coffee with City Manager and Coffee with a Cop in September 2021.

- **Park Use Permit** (second half) – Update the City’s Park Use Permit Process.
- **Labor Contract Negotiation** (on-going) – Initiate negotiations of the City’s three expiring labor contracts.
 - Public Works (Teamsters).
 - Clerical Employees (Teamsters).
 - Police Officers (Police Guild).
- **Speeding and Traffic Calming** – See Police Department
- **Leaf Blowers and Gas-Powered Lawn Equipment** (first half) – Work with neighboring cities, to regulate use of this equipment. (*2020 Performance Review*)
 - Discussed at City Council Meeting **(4-12-2021)**
 - Community Forum – Gas Powered Lawn Equipment **(6-24-2021)**
 - Discussed at the City Council Meeting **(7-12-2021)**
- **Employee Training Programs** (second half) – The following programs are offered at no-cost through our insurance carrier; Washington Cities Insurance Authority (WCIA).
 - **Implicit Bias and Unlearning Racism** – I recently attended this excellent two-day program. While our Police Officers receive similar training on a regular basis as part of the Department’s accreditation process ...I would like to provide it to all City employees this year.
 - The City’s Management Team has signed up for this training program.
 - **Preventing Harassment and Discrimination in the Workplace** – This ½ day program is regularly provided to all employees. One session for employees. One for supervisors. We will also include lifeguards and seasonal employees if scheduling allows.
 - Almost all regular employees have completed this training program.
- **Undergrounding of Utilities** (second half) – Direct City Engineer to prepare engineer’s estimate of project design costs within the right of way, (100% City responsibility). Obtain detailed and reliable pricing information from Puget Sound Energy of property

owner costs. Prepare a plan that can help inform future City Councils in moving forward with pilot project or city-wide project.

- Selected the **NE 12th Street Sidewalk Improvements** as our undergrounding utilities demonstration project. Construction is scheduled for Summer 2022.
- **Annual Review Process** (first half) – Work with the Personnel Committee to develop an annual review process for all City Staff. (*2020 Performance Review*)
 - All City Staff Members performance will be reviewed on an annual basis.
- **All Staff Meeting** (on-going) – Schedule regular All Staff Meetings. (*2020 Performance Review*)
 - Regular All Staff Meetings have been scheduled.
- **Continue working toward earning my PhD in Political Science** (on-going).
- **Working with the City Council** (first and second half).
 - Organize ½-day virtual City Council Retreat this Spring. And, hopefully, 1-day Retreat this Fall (**2-22-2021**).
 - Review the City’s Vision and Mission Statements (**2-22-2012**).
 - Discuss City Council Rules and Guidelines (**2-22-2012**).
- **Brief Monthly Update/Expanded Quarterly Update** (on-going) – Provide the City Council with status reports on progress in meeting 2021 Objectives.
- **Maintain and Expand Visibility in the Community** (on-going).
 - Proactively drive around the community, noting any problem issues or areas, and report to Council.
 - As in past years, I will attempt to attend all City Events and Activities.
 - In addition to the monthly City Council Meetings and the Study Sessions, I also regularly attend Park Board, and Emergency Preparedness Committee Meetings.

Public Works

- **Streets and Sidewalks 2021** (first and second half).
 - 86th Ave NE Overlay.
 - Due to conflicts with other planned projects, delayed until 2022.
 - 77 Ave NE Overlay.
 - Construction Summer 2021

- 84th Ave NE Overlay – NE 12th to Overlake Drive.
 - Scheduled for August 2021.
- NE 12th St Sidewalk Improvements – West Segment.
 - Selected as our undergrounding utilities demonstration project. Construction is scheduled for Summer 2022.
- **Streets and Sidewalks Ongoing** (on-going).
 - Trimming hedges and trees impacting sidewalk rights-of-way.
 - Street sweeping and vactoring catch basins per Department of Ecology.
 - Timely responses to any community complaints.
- **Parks** (first and second half).
 - Medina Park – Playground Addition.
 - Construction Fall 2021
 - Medina Beach Park – Tree Re-Planting.
 - On-going
 - Fairweather Park – Tennis Court Resurfacing.
 - Completed Spring 2021
- **Other Projects** (first and second half).
 - Stormwater System Mapping and Evaluation Phase 2.
 - City Council presentation Fall 2021
 - Post Office Floors.
 - Construction Fall 2021
 - Police Department Floors.
 - Construction Fall 2021

Police

- **Washington Association of Sheriffs and Police Chiefs (WASPC) Accreditation** (second half) – Medina Police Department is up for WASPC re-accreditation in 2021. Department successfully passed re-accreditation in May 2017. The purpose of law enforcement agency accreditation is to professionalize the law enforcement industry by providing a review process for agencies to be certified as operating under industry best practices and standards.
 - WASPC has assigned a “mentor” who will be providing guidance while evaluating the Medina Police Department progress.
 - Mentor reviewing proofs as they are entered into the system.
 - Anticipated competition by September 2021.
- **Training** (on-going) – Fulfilling the expanded training requirement for the Law Enforcement Training and Community Safety Act (LETCSA), passed in 2018. This will

be the first year we will be required to fulfill higher training hours and requirements. In November 2018, voters passed Initiative 940 (I-940) in an effort to establish higher training requirements and police accountability standards so we will need to work to complete the new level of training.

- Acknowledged by the Washington State Criminal Justice Training Commission that we successfully met standard in 2020.
 - On track to ensure training requirements are either met or exceeded in 2021.
- **Emphasis on Traffic Safety** (on-going) – Continue to focus on all traffic safety – vehicular, bicycle, and pedestrian – throughout the community through education, engineering (where possible and cost effective), social media, and enforcement to reduce collisions, improve awareness, and improve safety.
- Increased “Direct Patrols” targeting high complaint areas:
 - Between the 800 block and 3200 block of Evergreen Point Road
 - Between the 7600 block and 8700 block of NE 12th Street
 - All areas of Overlake Drive East and Overlake Drive West
 - Between the 7600 block and 8200 block of NE 8th Street
 - Starting in 2nd quarter, increased traffic stops and infractions over 2020.
 - Education using E-Lert, Facebook, and Twitter. Three E-lerts reminding residents about obey traffic laws – school zone, construction zones, and texting.
 - Juvenile Safety Forum – part of the presentation covered young and inexperienced drivers.
- **Speeding and Traffic Calming** (second half) – the City will conduct a speed study of traffic on Evergreen Point Road, 84th Avenue NE, and the East/West Streets connecting these two main arterials. We will also study Overlake Drive West/East.
- In May, research was done on several less intrusive and costly traffic engineering options to calm traffic.
 - Pavement marking, new speed signs, and digital speed signs will be installed summer 2021.
 - Based on the data generated by the study, City Staff will recommend implementation of appropriate traffic calming techniques.
- **Support and promote Medina Emergency Preparedness Committee including Schools Sub-Committee** (on-going).
- Two Emergency Preparedness Meeting held and attended by Police Department.
 - Police Officers routinely participate in Emergency Preparedness Radio Group exercise on Sunday evenings.

Development Services

- **Public Portal** – Continue development of our new Public Portal with the goal of fully independent use by outside users.

Development Services Staff must assist all permit applicants through the public portal. DS reached the point early in 2021 where we realized that our public portal vendor, Dude Solutions, will not be able to solve the technical problems we continue to have. We are exploring other vendors and will make a decision by late August as to whether we will continue with Dude Solutions (SmartGov) or move on to a new vendor.

- **Staff Cross-Training** – This regular and primarily internal training program will assure continuity of services, service maintenance, and workload balancing.

Due to our Development Services Coordinator going onto maternity leave in April most of the cross-training has been for the director to learn those duties. Our Deputy Building Official does continue to cross-train with our Planning Manager and has taken most of the minor day to day zoning review work.

- **State Building Codes** – Adopt the 2018 Washington State Building Code.

The 2018 Washington State Energy Code was a monumental change for everyone. We are continuing to develop new and more efficient ways to implement this new code.

- **Right of Way Permit** – Create a new Development Services Right of Way Use permit. This will consolidate all work associated with development projects into Development Services and reduce the Public Works Directors involvement in volumes of small projects.

We hope to be able to implement this or something similar later this year.

- **Development Code and Process Complexity Reduction** – Establish goals and propose reductions in the complexity of our codes and process.

Minor Code Amendments were passed by Council. Additional Building Code changes for simplicity are planned for this year.

- **Cost vs. Service Analysis** – This is a full analysis of the costs of service vs. the fees charged.

This is part of a discussion about Development Services having its own fund. Fall 2021

- **Professional Services Contracts** – Modify existing consultant professional services contracts in combination with the cost vs. service analysis.

Updated draft of a new Acoustic Engineer contract. Continue work on this in Fall 2021.

- **Advance Deposit** – Change our existing Advance Deposit System to create better accounting and ease of use.

This will be updated, but the concept needs to continue.

- **Code Enforcement** – Update Medina Municipal Code Ch. 1.15: Code Enforcement.

Scheduled for late this year but may need to move into 2022.

Finance and Human Resources

- **Contingency Fund** (on-going) – Work with Finance Committee and City Council on a plan to replenish Contingency Fund **(2-24-2021)**.
- **2022 Budget** (second half) – Prepare a 2022 balanced budget with levy stabilization funding that is required to hit the 10-year mark of 2029.
- **Labor Contract Negotiation** (on-going) – Initiate negotiations of the City’s three expiring labor contracts.
 - Public Works (Teamsters)
 - Clerical Employees (Teamsters)
 - Police Officers (Police Guild)
- **Enterprise Fund for Development Services** (second half) – Work with Development Services to create their own “Enterprise Fund”, separate from the General Fund.
 - 2022 Budget process.
- **Stormwater Utility** (second half) – Work toward the development of a stormwater utility including a sustainable funding source.
- **State Audit** (second half) – Continue to follow the Washington State Auditor’s Office updates & policy recommendations to achieve another year of a clean audit.
- **Community Forum on the City Budget Process** (second half) – Fall 2021 (*2020 Performance Review*)

Central Services and City Clerk Office

- **Service Level Agreement** (first half) – Develop a Service Level Agreement specifying how City Staff responds to questions and complaints. Promote and encourage the use of our on-line Citizen Helpdesk. (*2020 Performance Review*)

As part of the 2021 City Manager’s Goals and Objectives, the City Clerk’s Office was assigned to develop a service level agreement on how staff responds to questions and

complaints. Central Services receives questions and complaints through a variety of mediums, whether it is through email, phone calls, walk in (when city hall is open) or through the online citizen helpdesk portal on the homepage of the city's website.

Central Services staff has a standard practice of responding to and redirecting to other departments as appropriate all inquiries or complaints within 24 hours during the work week or the next business day if an inquiry or complaint comes after hours or on the weekend.

At Central Services suggestion, the City Manager implemented the following practices to all departments:

- Acknowledge question or complaint within 24 hours or the next business day.
 - Investigate and respond either in person, by phone or in writing within 3 business days.
 - Follow-up if needed.
- **IT (on-going).**
- Improve Network Security – Replace necessary hardware.
 - Upgrade City Hall Telecommunications – Replace 1980s Telephone System **(Completed 2-2021)**.
 - City Website – Update website pages to be more user-friendly **(see below)**.

In line with having standards in service levels to questions and complaints, Central Services has been busy at work on upgrading and redesigning the city's website, cleanup of the online code that includes renumbering sections, chapters, and titles. Lastly, we are upgrading the agenda management system.

Central Services, after much research for software platforms that would help provide better service and ease of use for both patrons of our website and city staff engaged with Municode for all three services, known as Municode's circle of governance. The circle of governance is a simple, integrated solution that will provide better transparency for residents, efficiencies for staff and cost savings for the city.

- **Records Management (on-going).**
- File System – Develop new file system following WA State Records Retention Regulations.
 - Development Services – Clear out old files from storage.
 - E-Records – Clean up e-records off servers.
 - Cloud-Based System – Implement cloud-based records management system (Moved to 2022).
 - Public Access to City Records - Improve public ability to search for records online.
- **Payment Portal (first half).**

- Research an Online Payment Portal (in conjunction with Development Services new on-line permitting portal).



MEDINA POLICE DEPARTMENT

DATE: September 13, 2021
TO: City Manager Michael Sauerwein
FROM: Chief Stephen R. Burns
RE: Police Department Update – July/August 2021

The following is a summary highlighting some of the Medina Police Department activity in July and August 2021.

4th of July: No significant issues occurred over the Fourth of July weekend. Medina police officers responded to a small number of fireworks complaints in Medina, but no significant problems were reported.

Medina Beach Park Lifeguard Program: The City of Medina provided a valuable service this summer by having a lifeguard program at Medina Beach Park. Ten lifeguards were hired and trained to watch the water, help swimmers stay safe and monitor the area around the park. Even with the concerns of COVID-19, the lifeguards did an outstanding job of managing and patrolling the beach and park. Appreciation to Barbara Marxer from the Medina Police Department for hiring and managing the program during a challenging time. This year's lifeguards were returning guards Mohamad Abdi, Lauren Arnold, Chloe Friend, Audrey Hoffner, Alexander Harrison, and newcomers Luke Metter, Bahar Abdi, Ellison Dykes, Caroline Arnold, and Helena Frey.

Speed Limit Pavement Markings: In July, speed limit pavement markings were installed at 10 locations around Medina. The new markings were well received by residents and appear to have had a positive impact.



Westbound NE 12th just west of Medina Park



Westbound Overlake Drive just west of Lake Washington Boulevard

Mental Health Awareness Community Forum: On Tuesday - July 20th, the City of Medina hosted a Mental Health Awareness Community Forum. Mental Health Expert Susie Kroll from Redmond Police Department addressed concerns, symptoms, and provided tools to manage the uncertainty. The forum received positive feedback from the attendees.

Medina Day Concert-in-the Park: On Tuesday - August 10th, the Medina Police Department was very active at the Medina Day Concert-in-the-Park. Police officers were on site to provide a law enforcement presence while engaging with our community. All enjoyed the positive interaction and conversations that occurred with our residents. We are looking forward to next year.

Special Emphasis Project: The Medina Police Department was tasked with providing additional presence in Medina Park and Fairweather Park/Nature Preserve while increasing traffic enforcement presence at specific locations throughout Medina. The Special Emphasis ran from Memorial Day to Labor Day.

During the emphasis, Medina Police Officers contacted 248 people in Medina Park, most of which were social interactions with residents. Officers gave 13 warnings for dogs being off leash in the leashed area of Medina Park. There were 77 people contacted in Fairweather Park/Preserve, all of which were social interactions – no violations were observed. A total of 229 traffic stops were conducted.

Overall, feedback was positive as the Medina Police Department received fewer complaints about problems in either Medina or Fairweather Parks over previous years. Additionally, residents voiced their appreciation for the increased traffic enforcement, specifically along Evergreen Point Road and NE 24th.



MEDINA POLICE DEPARTMENT
Steve Burns, Chief of Police
MONTHLY SUMMARY
AUGUST 2021

FELONY CRIMES

Assault **2021-00003742** **08/10/2021**
 A Police Officer was dispatched to the 8000 Blk of NE 12th St for a report of an assault. Both subjects were contacted. Charges have been filed with the Prosecuting Attorney's Office.

MISDEMEANOR CRIMES

Motor Vehicle Prowl **2021-00003806** **08/12/2021**
 A Police Officer was dispatched to the 3600 Blk of Fairweather Lane for a report of a vehicle prowling. The officer observed the suspect attempt to open the driver's door of a vehicle at the residence. Charges have been filed with the Prosecuting Attorney's Office.

Motor Vehicle Prowl **2021-00003968** **08/24/2021**
 A Police Officer responded to the Overlake Golf and Country Club for a report of multiple vehicles being vandalized, windows smashed. Approximately eleven vehicles had been prowled and cash/credit cards that were left in plain view were stolen from the vehicles. Under investigation.



MEDINA POLICE DEPARTMENT

Steve Burns, Chief of Police

City of Medina

August 2021 - Monthly Report

CRIMES	Current Month	YTD 2021	YTD 2020	2020 Year End
Arson	0	0	0	0
Assault				
DV Assault	0	3	0	1
Non-DV Assault	1	1	0	0
Sexual Assault/Rape	0	0	0	0
Simple Assault	0	0	0	0
Burglary				
Residential	0	7	4	12
Attempted	0	1	1	1
Malicious Mischief		0		
Felony	0	0	0	0
Misdemeanor	0	5	7	13
Theft				
Auto	0	0	0	0
Fraud (ID Theft)	0	6	27	35
Over \$750	0	2	4	8
Under \$750	0	7	6	7
Motor Vehicle Prowl	2	9	6	11
TOTAL CRIMES	3	41	55	88

ENFORCEMENT	Current Month	YTD 2021	YTD 2020	2020 Year End
Drug Violations	0	0	0	0
Minor in Possession	0	0	0	0
Possession of Stolen Prop.	0	0	1	2
Warrant Arrests	0	1	4	4
TOTAL ENFORCEMENT	0	1	5	6

TRAFFIC	Current Month	YTD 2021	YTD 2020	2020 Year End
Accidents				
Injury	0	0	1	1
Non-Injury	0	10	6	9
Citations		0		
DUI	0	1	0	0
Other*	1	6	4	5
Infractions				
Speeding	11	95	5	5
Parking	0	1	14	15
Other**	0	8	6	6
Warnings	174	1277	371	434
TOTAL TRAFFIC	186	1398	407	475

CALLS FOR SERVICE	Current Month	YTD 2021	YTD 2020	2020 Year End
Animal Complaints	3	21	19	27
Assists	46	296	351	488
False Alarms	20	164	112	167
House Watch	33	166	129	209
Missing Person	0	6	3	4
Property Lost/Found	2	9	14	25
Suspicious Circumstances	10	94	94	136
Other ***	11	72	73	118
TOTAL SERVICE	125	828	795	1174

*DWLS, Fail to transfer title, No License

** Expired tabs, No insurance, Fail to stop, Defective equipment, Cell phone use

***Civil Dispute, Disturbance, Death investigation, Suicide Attempt, Trespass, Harassment, Mental



TOWN OF HUNTS POINT
Steve Burns, Chief of Police

MONTHLY SUMMARY
AUGUST 2021



FELONY CRIMES

Nothing to report.

MISDEMEANOR CRIMES

Theft

2021-00003730

08/09/2021

A resident in the 3800 Blk of Hunts Point Road contacted the Police Department to report that their catalytic converter was stolen from his vehicle. The approximate value of the catalytic converter is \$1400. No suspect information at this time.



MEDINA POLICE DEPARTMENT
Steve Burns, Chief of Police
Town of Hunts Point



August 2021 - Monthly Report

CRIMES	Current Month	YTD 2021	YTD 2020	2020 Year End
Arson	0	0	0	0
Assault				
DV Aggravated Assault	0	2	0	0
Non-DV Aggravated Assault	0	0	0	0
Sexual Assault/Rape	0	0	0	0
Burglary				
Residential	0	1	1	1
Attempted	0	0	0	0
Malicious Mischief				
Felony	0	0	0	0
Misdemeanor	0	1	3	3
Theft				
Auto	0	2	1	1
Fraud (ID Theft)	0	1	5	6
Over \$750	1	2	1	2
Under \$750	0	0	0	1
Motor Vehicle Prowl	0	1	7	11
TOTAL CRIMES	1	10	18	25

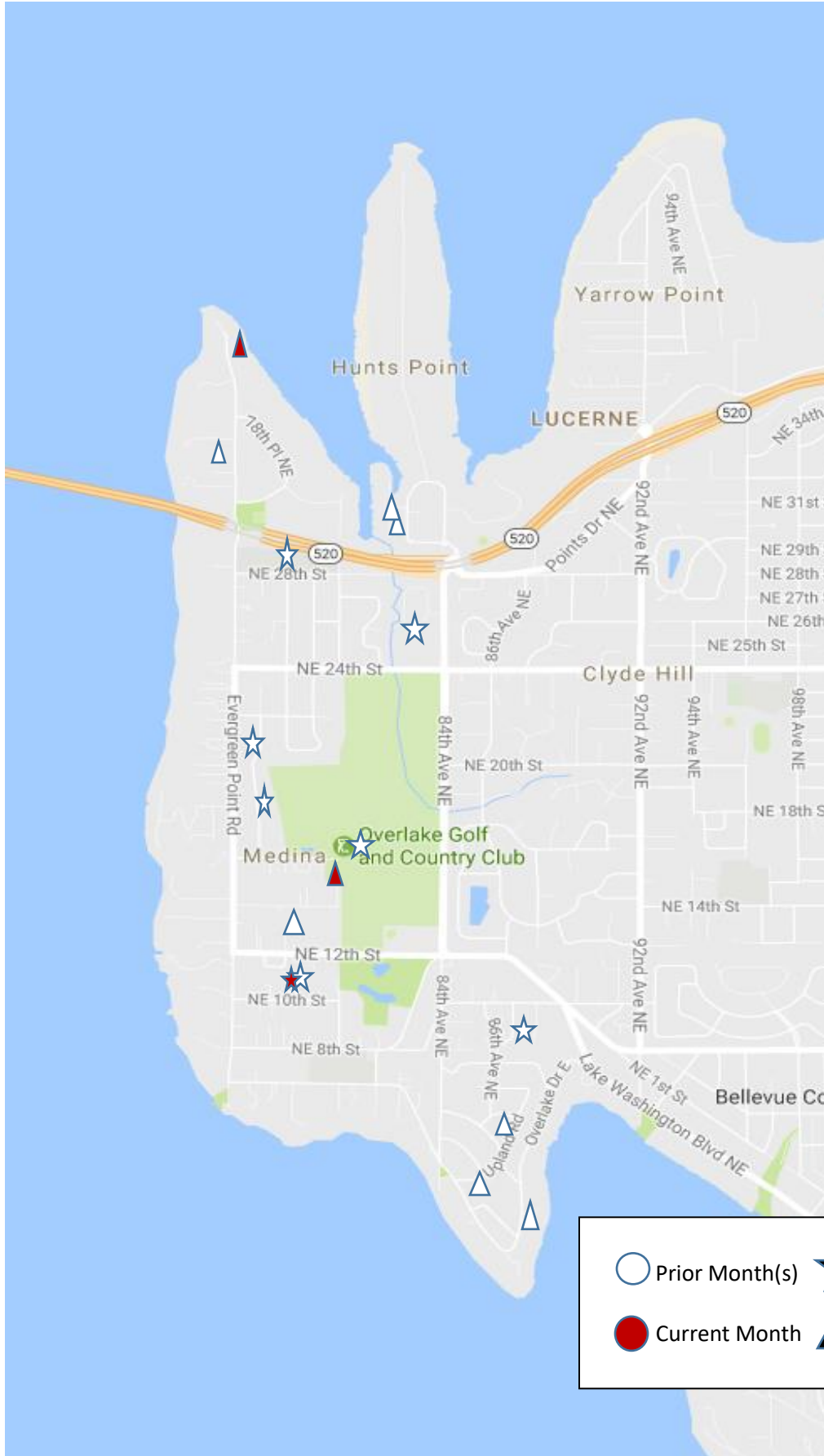
ENFORCEMENT	Current Month	YTD 2021	YTD 2020	2020 Year End
Drug Violations	0	0	0	0
Minor in Possession	0	0	0	0
Possession of Stolen Prop.	0	3	1	1
Warrant Arrests	0	0	0	0
TOTAL ENFORCEMENT	0	3	1	1

TRAFFIC	Current Month	YTD 2021	YTD 2020	2020 Year End
Accidents				
Injury	0	0	0	0
Non-Injury	0	0	1	1
Citations				
DUI	0	0	0	0
Other*	0	1	0	0
Infractions				
Speeding	4	14	4	4
Parking	0	0	0	0
Other**	0	0	0	0
Warnings	18	117	66	81
TOTAL TRAFFIC	22	132	71	86

CALLS FOR SERVICE	Current Month	YTD 2021	YTD 2020	2020 Year End
Animal Complaints	0	0	0	2
Assists	4	28	31	51
False Alarms	3	17	24	33
House Watch	1	10	9	10
Missing Person	0	0	0	0
Property Lost/Found	1	3	5	5
Suspicious Circumstances	0	5	14	19
Other ***	1	21	10	16
TOTAL SERVICE	10	84	93	136

*DWLS, Fail to transfer title, No License
 ** Expired tabs, No insurance, Fail to stop, Defective equipment, Cell phone use
 ***Civil Dispute, Disturbance, Death investigation, Suicide Attempt, Trespass, Harassment, Mental

2021 Burglaries & Vehicle Prowls Medina & Hunts Point



	Prior Month(s)		Burglaries
	Current Month		Vehicle Prowls



CITY OF MEDINA

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

Date:

To: Honorable Mayor and City Council

Via: Michael Sauerwein, City Manager

From: Steven R. Wilcox, Development Services Department Director

Subject: Development Services Department Monthly Report

Permitting

Permit application activity remained consistent through the summer. Typically permit applications slow late spring and early summer. September permit applications are now slowing somewhat as is normal at this time of year.

Local design professionals, contractors and others remain busy and do not see any slowing of construction in the foreseeable future which means that Medina's Development Services will also remain busy. Development Services activity in 2022 should resemble 2021.

As a result of steady permit activity through the summer we have held several Construction Activity Permit related Open Houses.

Staff

Our Development Services Coordinator Amber Taylor went onto leave while she took care of her new baby girl. During Amber's 4-month leave we had Tim Warner with us. Tim was from a temporary employment firm. Tim did a great job for us. In July Amber announced that she would not be returning to work at Medina, however she agreed to stay with us part-time and help through the transition from Tim to a new full time Development Services Coordinator. In August we advertised, and we were fortunate to have several good candidates to choose from. We hired Rebecca Bennett who started with us on September 7th. Amber will remain with us to train and support Rebecca as needed until mid-November.

Planning Commission

By Stephanie Keyser, Planning Manager

The Planning Commission did not meet in August.

To support housing for all economic segments of the population, E2SHB 1220 requires cities to allow transitional or permanent supportive housing in any zoning district that allows residential dwellings; in Medina this is every zoning district. While nothing can prevent one from coming into the city, there are guardrails that the city can adopt to ensure potential impacts are limited. This item will be placed on Planning Commission's work plan at the joint Planning Commission/City Council meeting on September 21st to begin in November. It is anticipated that Planning Commission will forward a recommendation to Council by February 2022 at the latest.

The draft of the tree code ordinance is on the city's website and available for public comment. Staff has received general tree questions but nothing specifically related to the proposed changes yet. A virtual open house has been scheduled for October 14th and Planning Commission will hold a public hearing on October 19th. It is anticipated that noticing of both events will be sent out to residents by mid-September.

Code Enforcement

We have been involved in some complex code enforcement actions the past two months. Here is a sample.

A property owner at the 2600 block of Evergreen Point Road removed trees and vegetation on a steep slope. No permits were applied for or issued by Medina for the work. The work allowed for an increased view corridor. The property was subsequently sold about the time we became aware of the code violations. An investigation resulted in the discovery that the steep slope was now subject to erosion and now had an increased potential of failure. The new property owner has been cooperative and hired a team of professionals to evaluate the steep slope and make recommendations for remediation. Our staff met with the owners' professionals and a plan was agreed upon. Immediate work necessary to temporarily secure the steep slope would be allowed while required permitting of permanent solutions were reviewed. Permits are near to being issued. Resolution of this code enforcement action is a priority.

The owner of a property on Upland Road built a structure in the side-yard setbacks. No permits from Medina had been applied for. Because the structure was incomplete, we issued a Stop Work Order. The property owner decided to apply for a variance to allow the structure to remain and began work on this with our staff. The variance application was never finalized, and we then issued a Notice of Violation in an effort to get the matter resolved. An appeal of the NOV has now been filed.

A new home project was completed several months ago. As part of our requirements a sound test was required to confirm that exterior mechanical appliances met our noise ordinance limits. The test failed. The builder sold the home and a new owner moved in under a Temporary Certificate of Occupancy pending resolution to the failed sound test. The builder discussed applying for a variance to construct a sound attenuation wall in the side-yard setback. The variance application was never made. The builder is working with City staff through his attorney towards a solution.

A property on north Evergreen Point was discovered to have several violations of our Municipal Code. An investigation based upon a complaint resulted in the discovery of a storage building constructed within the side yard setback, an 8'-0 tall fence, electrical work and pier repair all that had occurred without State or Medina permits. Additional code violations include dog feces that is not being collected, and barking dogs. The owner has voluntarily removed dogs from the property so that only 3 adults remain. However, there are several puppies still on the property. We are currently working towards a Voluntary Compliance Agreement with the property owner which would ultimately result in full code compliance.

Construction Activity Permit enforcement is something we try to be proactive with. We have corrected several parking and work hours violations over the summer as a routine.

Development Projects

There are two adjacent residential development projects that will be starting construction at about the same time. Both projects are in permit reviews now and both will be issued in late September or early October. The projects will last at least 18-months. We held Construction Activity open houses for each project in early August with one of the projects having two neighbors attend and other having none. Following the open houses, which also closed the comment period, we received several letters of concern from neighbors of the two projects. We arranged a meeting for all concerned neighbors and encouraged both property owners to attend. The meeting was held and concerns were answered. Staff coordinated a group email so that the project managers and the neighbors can communicate directly during the construction.

City Hall Air Quality

An Industrial Hygienist has been conducting air sampling and other associated evaluations of our City Hall building. The goal is to be able to confidently restore full use of our City Hall building by the public with the knowledge that it is safe healthy to be in. The result of the testing and evaluations will be a report which addresses the health and comfort of the air within City Hall.

Erosion Protection on Development Projects

Our consultant engineer has started a review of current development projects to assure that erosion control measures are correctly implemented. Erosion control inspections are a part of each inspection performed by our Deputy Building Official. Because we do not see all projects frequently we have our engineer inspect critical sites and larger projects each year at the beginning of Fall.

Helicopters

During the summer we received a call from a concerned resident regarding low flying helicopters over her property. Noise, safety and privacy were concerns. We researched our Municipal Code and also contacted the local office of FAA's Flight Standards District Office in Seattle on two occasions. We were told that the FAA regulations for helicopters are described in Title 14 of the Code of Federal Regulations.

The FAA has the authority to regulate aircraft. Helicopters are viewed differently than fixed wing aircraft by the FAA. Airplanes for example have minimum altitude requirements and helicopters do not unless there is a specified flight route. There is no specified flight route and no minimum altitude limits for helicopters flying over or adjacent to the City of Medina. FAA rules are generally based on safety and not noise with helicopters being seen as more safe than airplanes. The FAA would allow a helicopter to land in Medina. The Medina Municipal Code does not specifically prevent a helicopter from landing within the city.

Medina does regulate helicopters and other aircraft to some extent, at least on land and shorelines. In the Medina Municipal Code Chapter 10.60 Air Traffic it is required that aircraft follow air traffic rules. MMC Chapter 20.62 Shoreline Use Regulations prohibits helicopters and floatplanes from using Medina shoreline. MMC Chapter 8.06 Noise exempts sounds originating from aircraft in flight. MMC Chapter 8.06 regulates maximum permissible sound levels and a helicopter with the engine running while parked on the ground would likely violate our code at all Medina properties. Our noise ordinance and our shoreline ordinance effectively prevent helicopters from landing in Medina. Each local jurisdiction have their own regulations with

some allowing for helicopters to land inside the city outside of airports, some allow floatplanes, and most others have regulations similar to ours in Medina.

The concern by our resident about noise, safety and privacy from low flying helicopters is certainly valid, but our ability to regulate a flying aircraft is limited to complaints. Beyond our MMC we do not have the ability to enforce regulations on aircraft. However, the FAA can enforce violations through the Flight Standards District Office.

Monthly Applications Submitted

08/01/2021 – 08/31/2021

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	3			
TOTAL B-ADD/ALT:	08/17/2021	B-21-086	\$875,035.00	2039 77TH AVE NE
B-DEM	1		\$875,035.00	
TOTAL B-DEM:	08/03/2021	D-21-013		2221 78TH AVE NE
B-FENCE	1			
B-FENCE	08/11/2021	B-21-085	\$10,000.00	7823 NE 14th St
TOTAL B-FENCE:	08/30/2021	B-21-094	\$10,000.00	7800 NE 28TH ST
B-GAS	2		\$10,000.00	
B-GAS	08/25/2021	G-21-029		2019 79th Ave NE
B-GAS	08/31/2021	G-21-031		8905 Groat Point Drive
B-GAS	08/12/2021	G-21-027		1791 EVERGREEN POINT RD
B-GAS	08/25/2021	G-21-028		3443 EVERGREEN POINT RD
B-GAS	08/31/2021	G-21-032		3265 Evergreen Pt Rd
B-GAS	08/10/2021	G-21-026		2053 77TH AVE NE
TOTAL B-GAS:	08/27/2021	G-21-030		560 OVERLAKE DR E

B-GATE	7			
B-GATE	08/02/2021	B-21-081		1655 73RD AVE NE
B-GATE	08/26/2021	B-21-088	\$26,600.00	3267 Evergreen Point Road
B-GATE	08/27/2021	B-21-090	\$150,000.00	7747 OVERLAKE DR W
TOTAL B-GATE:	08/27/2021	B-21-091	\$150,000.00	7747 OVERLAKE DR W
B-MECHANICAL	4		\$150,000.00	
B-MECHANICAL	08/12/2021	M-21-053	\$7,500.00	1791 EVERGREEN POINT RD
B-MECHANICAL	08/25/2021	M-21-054	\$18,072.36	2841 76TH AVE NE
B-MECHANICAL	08/25/2021	M-21-055	\$650.00	3443 EVERGREEN POINT RD
B-MECHANICAL	08/02/2021	M-21-049	\$6,980.00	2254 EVERGREEN POINT RD
B-MECHANICAL	08/09/2021	M-21-050	\$17,840.00	7660 NE 14TH ST
B-MECHANICAL	08/09/2021	M-21-051	\$1,600.00	2443 80TH AVE NE
B-MECHANICAL	08/10/2021	M-21-052	\$14,398.00	2665 EVERGREEN POINT RD
B-MECHANICAL	08/30/2021	M-21-056	\$19,000.00	8014 NE 27TH ST
B-MECHANICAL	08/30/2021	M-21-057	\$50,000.00	7800 NE 28TH ST
B-MECHANICAL	08/31/2021	M-21-058	\$28,000.00	8455 RIDGE RD

TOTAL B-MECHANICAL:	08/31/2021	M-21-059	\$2,306.00	2443 80TH AVE NE
B-PIER	11		\$2,306.00	
B-PIER	08/30/2021	B-21-093	\$212,875.00	3444 EVERGREEN POINT RD
B-PIER	08/26/2021	B-21-089	\$40,000.00	3436 EVERGREEN POINT RD
TOTAL B-PIER:	08/10/2021	B-21-084	\$158,690.00	202 OVERLAKE DR E
B-PLUMBING	3		\$158,690.00	
B-PLUMBING	08/19/2021	P-21-068		2621 78TH AVE NE
B-PLUMBING	08/31/2021	P-21-071		1661 77TH AVE NE
B-PLUMBING	08/16/2021	P-21-067		2226 79TH AVE NE
TOTAL B-PLUMBING:	08/16/2021	P-21-066		2604 79TH AVE NE
B-POOL/SPA	4			
TOTAL B-POOL/SPA:	08/27/2021	B-21-092	\$200,000.00	7545 NE 28TH PL
B-ROOF	1		\$200,000.00	
TOTAL B-ROOF:	08/20/2021	B-21-087		1898 77TH AVE NE
B-SFR	1			
B-SFR	08/10/2021	B-21-083	\$14,398.00	2665 EVERGREEN POINT RD
B-SFR	08/03/2021	B-21-082	\$1,200,000.00	2221 78TH AVE NE

TOTAL B-SFR:	08/31/2021	B-21-095	\$1,950,000.00	3242 Evergreen Point RD
CAP - CONSTRUCTION ACTIVITY PERMIT	3		\$1,950,000.00	
CAP - CONSTRUCTION ACTIVITY PERMIT	08/03/2021	CAP-21-027		2221 78TH AVE NE
TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:	08/17/2021	CAP-21-028		2039 77TH AVE NE
ENG-GRADING/DRAINAGE	2			
ENG-GRADING/DRAINAGE	08/31/2021	ENG-GD-21-022	\$1,950,000.00	3242 Evergreen Point RD
ENG-GRADING/DRAINAGE	08/03/2021	ENG-GD-21-018	\$22,500.00	2221 78TH AVE NE
ENG-GRADING/DRAINAGE	08/05/2021	ENG-GD-21-019	\$25,000.00	2659 EVERGREEN POINT RD
ENG-GRADING/DRAINAGE	08/27/2021	ENG-GD-21-021	\$12,000.00	7545 NE 28TH PL
TOTAL ENG-GRADING/DRAINAGE:	08/13/2021	ENG-GD-21-020	\$100,000.00	8000 NE 16TH ST
P-ADMIN APPEAL	5		\$100,000.00	
TOTAL P-ADMIN APPEAL:	08/31/2021	P-21-070		414 UPLAND RD
P-ADMIN SPECIAL USE	1			
TOTAL P-ADMIN SPECIAL USE:	08/31/2021	P-21-072		3242 Evergreen Point RD
P-CRITICAL AREAS REVIEW	1			
P-CRITICAL AREAS REVIEW	08/13/2021	P-21-064		8000 NE 16TH ST
TOTAL P-CRITICAL AREAS REVIEW:	08/05/2021	P-21-063		2659 EVERGREEN POINT RD

P-NON ADMIN VARIANCE	2			
TOTAL P-NON ADMIN VARIANCE:	08/23/2021	P-21-069		3239 EVERGREEN POINT RD
P-SEPA THRESHOLD	1			
TOTAL P-SEPA THRESHOLD:	08/13/2021	P-21-065		8000 NE 16TH ST
PW-RIGHT OF WAY	1			
PW-RIGHT OF WAY	08/20/2021	PW-ROW-21-061		3267 Evergreen Point Road
PW-RIGHT OF WAY	08/30/2021	PW-ROW-21-064		2621 78th AVE NE
PW-RIGHT OF WAY	08/30/2021	PW-ROW-21-068		7746 Overlake Dr W
PW-RIGHT OF WAY	08/17/2021	PW-ROW-21-060		8224
PW-RIGHT OF WAY	08/26/2021	PW-ROW-21-063		7800 NE 28TH ST
PW-RIGHT OF WAY	08/30/2021	PW-ROW-21-065		438 Upland Rd
PW-RIGHT OF WAY	08/30/2021	PW-ROW-21-067		8430 NE 10TH ST
PW-RIGHT OF WAY	08/04/2021	PW-ROW-21-057		7619 NE 16th Street
PW-RIGHT OF WAY	08/24/2021	PW-ROW-21-062		7858 NE 14TH ST
PW-RIGHT OF WAY	08/04/2021	PW-ROW-21-056		7329 NE 18TH ST
PW-RIGHT OF WAY	08/13/2021	PW-ROW-21-058		8335 OVERLAKE DR W

PW-RIGHT OF WAY	08/17/2021	PW-ROW-21-059		2226 79TH AVE NE
TOTAL PW-RIGHT OF WAY:	08/30/2021	PW-ROW-21-066		2627 78TH AVE NE
TREE-PERFORMANCE	13			
TREE-PERFORMANCE	08/05/2021	TREE-21-055		2659 EVERGREEN POINT RD
TREE-PERFORMANCE	08/17/2021	TREE-21-057		2039 77TH AVE NE
TREE-PERFORMANCE	08/31/2021	TREE-21-058		3226 78TH PL NE
TOTAL TREE-PERFORMANCE:	08/09/2021	TREE-21-056		821 83RD AVE NE
TREE-WITH BUILDING/DEVELOPMENT	4			
TOTAL TREE-WITH BUILDING/DEVELOPMENT :	08/31/2021	TREE-21-059		3242 Evergreen Point RD
Total # of Permits	1			
		73	\$7,288,444.36	



Monthly Issued Permit Report

August, 2021

Construction Value:	August 2021	August 2020	2021 YTM	2020 YTM	Difference
Accessory Structure	\$20,000.00	-	\$20,000.00	\$182,875.00	(\$162,875.00)
Addition / Alteration	-	-	-	\$1,298,000.00	(\$1,298,000.00)
Fence / Wall	-	-	\$275,000.00	-	\$275,000.00
New Construction	\$5,984,670.00	\$9,324,078.00	\$25,613,258.00	\$31,731,453.00	(\$6,118,195.00)
Repair / Replace	-	-	-	\$6,000.00	(\$6,000.00)
Wireless Comm. Facility	-	-	-	-	\$0.00
Total Value:	\$6,004,670.00	\$9,324,078.00	\$25,908,258.00	\$33,218,328.00	(\$7,310,070.00)

Permits Issued:	August 2021	August 2020	2021 YTM	2020 YTM	Difference
New Construction	2	4	13	14	(1)
Permit Extension	6	2	34	2	32
Accessory Structure	1	-	1	3	(2)
Addition / Alteration	-	-	-	2	(2)
Construction Mitigation	-	-	-	2	(2)
Demolition	2	4	17	16	1
Fence / Wall	-	-	2	-	2
Grading / Drainage	3	5	20	17	3
Mechanical	9	3	62	52	10
Other - Moving	-	-	-	-	0
Plumbing / Gas	-	1	-	38	(38)
Repair / Replace	-	-	-	1	(1)
Reroof	-	-	-	-	0
Right of Way Use	-	-	-	1	(1)
Tree Mitigation	3	9	47	44	3
Wireless Comm. Facility	-	-	-	-	0
Total Permits:	26	28	196	192	4

Inspections:	August 2021	August 2020	2021 YTM	2020 YTM	Difference
Building	102	96	645	432	213
	35	23	208	79	129
Engineering/Other	20	3	44	11	33
Tree	-	1	19	3	16
Total Inspections:	157	123	916	525	391



CITY OF MEDINA

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

Date: September 13, 2021
To: Honorable Mayor and City Council
Via: Michael Sauerwein, City Manager
From: Julie Ketter, Finance & HR Director
Subject: July/August 2021 Financial Reporting

The July/August 2021 Reporting includes:

- July 2021 AP Check Register Activity Detail (5.1)
- August 2021 AP Check Register Activity Detail (5.2)
- July 2021 Revenue & Expense Summary
- July 2021 Cash Position Report
- August 2021 Revenue & Expense Summary
- August 2021 Cash Position Report

Key Items for July/August YTD include:

(Items in red reflect new alerts since prior reporting.)

GENERAL FUND

Revenue:

- Property Tax is at \$2.3M (59% of budget) as of August 2021. Property Tax normally is deposited during the April/May and October/November fiscal periods. It is expected that the remaining amounts of our annual total will be received in the fall.
- Sales Tax Revenues are \$1.35M (89% of budget) as of August 2021. This continues the 2020 pace, elevated due to COVID impacts causing increased destination-based receipts. Additional destination-based receipts are high due to the large amount of development activity and the increase costs of their building supplies. In creating the 2021 budget, staff and Council decided to budget this revenue conservatively rather than planning for sporadic windfalls caused by large expensive destination-based purchases. The COVID related impacts *were* expected to lessen as the year progressed; **however, if receipts continue at this pace, this revenue source could exceed \$2M. This would represent a 26% increase over prior year.**
- Utility Taxes & Franchise Fees are remitted mostly by the quarter. The year-to-date amount reflected in August, \$693K represents receipts of 4th quarter 2020 and 2021 Q1 & Q2 amounts..
- Development fees continue to come in at a stunning pace; associated expenses will take 1-2 years to catch up with receipts.
- Hunts Point's Q1 & Q2 contract payments for police services have been received and are reflected in General Government revenues. The contract receipts for 2021 will be \$17K below line-item budget due to 2020 PD cost savings Medina is contractually obligated to pass along to Hunts Point in 2021.
- Traffic fines receipts are low, matched with low court-related expenses. With stepped up enforcement an uptick is expected. However, it is unlikely to bring the revenue & court expenses up to budgeted amounts.
- Note: asset disposal is high due to a \$38K receipt caused by a return and 2021 refund of camera equipment purchased in 2020. It is flagged in the General Fund this way in order to track it for eventual repurchases.

Expense:

- Finance pays the full 2021 annual WCIA Insurance Liability premiums in January, \$186K. This single expense accounts for 35% of its overall budget. Additionally, Finance's budget includes amounts for banking fees. With the recent launching of an online DS permit application and payment process, credit card processing fees are exceeding the expense line's budget (Miscellaneous). It is offset by applicant convenience revenue. Staff, in creating the budget, underestimated the willingness of applicants to pay 3% in order to pay by credit cards.
- Legal Department's spending of \$158K through August represents only six months of invoices. Annualized, this pace of spending will manage to keep the department within its budget.
- Fire & Medical Aid pays the contract fees to Bellevue Fire in two installments. The first half was paid in June. **In August, the City paid its LEOFF1 retirees pension obligation of \$30K.**

CAPITAL FUND

- There is \$1.17M of REET (real estate excise tax) revenue year-to-date, reflecting December 2020 - July's real estate activity. This is 150% of the receipts we had anticipated for the entire year when drafting the budget. So far the predicted, eventual, slowing of home sales in Medina has yet to show itself.
- *The first half of the Federal ARPA (covid relief funds) has been received; \$459K. It is currently being "parked" in the Capital Fund while Council and Staff work to finalize the City's goals for its use.*
- Capital expense budget is only at 9.2% spent. This will increase rapidly as larger projects are scheduled to take place during the last third of the year.

CASH POSITION

- **As of 8/31/2021, the City's total cash balances are at a robust \$9M. However, approximately 60% of that is restricted---such as REET receipts, ARPA funds & Development Service customer deposits.**

GENERAL FINANCE NOTES:

The Finance Committee met July 8th to review of Q2 year-to-date financial statements.

Since the budgeting season has begun, please note the (revised) annual budget calendar is attached to this report for your reference.

Items for future 2021 budget amendment (November):

- Update of Salary Schedule (budget attachment A) to reflect Council action on December 14th, increasing the City Manager pay and lifting the upper end of the position's salary range to accommodate this action.
- Transfer from General Fund to Contingency Fund of \$251,844, per Finance Committee's 2/24 recommendation.
- PD seasonal OT for extra patrolling as approved by Council May 10th, \$23,700.
- Personnel Policy update approved by Council June 14th, one-time excess leave cash out for unrepresented employees at 12/31/21 to align balances to new policy. \$50K-\$65K.
- CIP addition, Street improvement for traffic safety; CC approved REET funds of approx..\$102K, July 2021.
- Increase of playground equipment budget +\$50K; approved by CC for use of REET funds, 6/14.

2022 Preliminary Budget Calendar City of Medina, Washington

Statutory Dates	Planned/Actual Dates	2022 Budget Process
July 1, 2021	June 14, 2021	Council holds Public Hearing on 6 year Capital Improvement Plan (CIP/TIB/Non-TIB)
July 1, 2021	June 14, 2021	Council approves 6 year Capital Improvement Plan, file w/ Sec of Transp. by 7/31
Sept 13 2021	August 2, 2021	Department Directors begin preparing 2022 Budget Requests.
Sept 27, 2021	August 23, 2021	Department Directors 2022 Budget requests submitted to Finance Director. RCW 35.33.031 and RCW 35A.33.030.
Oct 1, 2021	August 31, 2021	2022 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 13, 2021	Council holds Public Hearing to gather input on 2022 Preliminary Budget.
Oct 4, 2021	September 27, 2021	City Manager provides City Council with 2022 Revenue projections for the current year. City Manager provides a 2022 Preliminary Budget showing 2022 Revenue and Expenditures by Department.
No legal requirement	Sept 27, 2021	City Council holds a study session on 2022 Preliminary Budget. <i>Balancing decisions made if necessary.</i>
Nov 2, 2021	October 11, 2021	City Manager files 2022 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 24, 2021	October 11, 2021	City Council holds Preliminary Public Hearing on 2022 Budget & Revenue Sources (Property Tax Levy)
No later than Nov 2, through Nov 20, 2021	Dates as needed prior to Nov 8 th meeting	City Clerk publishes notice of filing of 2022 Budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov 20, 2021	Nov 8, 2021	Copies of 2022 proposed final budget are made available to the public at the Regular City Council meeting.
Nov 24, 2021 (KC due date) (Hearing due date 12/6/21)	Nov 8, 2021	Council holds Final Public Hearing and sets the 2022 Property Tax Levy to certify property tax levy to King County Assessor's Office
Dec. 31, 2021	Nov 8, 2021	Council adopts Final 2022 Budget at the Regular Monthly City Council meeting.

City of Medina
Revenue & Expense Summary
July 2021

REVENUE:	JULY ACTUAL	JULY YTD ACTUAL	2021 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Property Tax	\$35,975	\$2,321,766	\$3,986,413	58.24%	\$1,664,647
Sales Tax	\$219,524	\$1,172,550	\$1,522,354	77.02%	\$349,804
Criminal Justice	\$8,982	\$59,358	\$90,080	65.89%	\$30,722
B & O Tax: Utility & Franchise Fee	\$123,835	\$586,468	\$890,524	65.86%	\$304,056
Leasehold Excise Tax	(\$2,982)	\$0	\$800	0.00%	\$800
Building Permits, Planning & Development	\$75,528	\$841,222	\$890,611	94.45%	\$49,389
General Government (includes Hunts Point)	\$20,065	\$182,181	\$358,233	50.86%	\$176,052
Passports, General Licenses & Permits	\$134	\$793	\$8,490	9.34%	\$7,697
Fines, Penalties, Traffic Infr.	\$1,176	\$7,413	\$31,250	23.72%	\$23,837
Misc. Invest. Facility Leases	\$9,493	\$105,377	\$128,007	82.32%	\$22,630
Other Revenue, Dispositions	\$0	\$38,550	\$3,000	1285.00%	(\$35,550)
General Fund Total	\$491,730	\$5,315,679	\$7,909,762	67.20%	\$2,594,083
Street Fund	\$5,303	\$48,430	\$139,092	34.82%	\$90,662
<i>Street Fund Transfers In</i>	\$31,428	\$219,994	\$377,132	58.33%	\$157,138
Tree Fund	\$0	\$0	\$3,075	0.00%	\$3,075
Levy Stabilization Fund (Transfers In)	\$41,667	\$291,667	\$500,000	58.33%	\$208,333
Capital Fund	\$106,063	\$1,461,191	\$1,113,016	131.28%	(\$348,175)
Total (All Funds)	\$603,096	\$6,825,300	\$9,164,945	74.47%	\$2,339,645
<i>Total (All Funds) Transfers In</i>	\$73,094	\$511,660	\$877,132	58.33%	\$365,472

EXPENDITURES:	JULY ACTUAL	JULY YTD ACTUAL	2021 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Legislative	\$0	\$6,624	\$39,600	16.73%	\$32,976
Municipal Court	\$5,080	\$31,343	\$57,000	54.99%	\$25,657
Executive	\$23,031	\$159,694	\$274,819	58.11%	\$115,125
Finance	\$29,356	\$380,125	\$524,983	72.41%	\$144,858
Legal	\$30,172	\$157,909	\$367,200	43.00%	\$209,291
Central Services	\$67,087	\$483,184	\$941,639	51.31%	\$458,455
Police Operations	\$187,033	\$1,280,112	\$2,380,557	53.77%	\$1,100,445
Fire & Medical Aid	\$0	\$388,977	\$807,954	48.14%	\$418,977
Public Housing, Environmental & Mental Health	\$0	\$16,948	\$31,238	54.25%	\$14,290
Development & Planning	\$70,872	\$512,885	\$910,642	56.32%	\$397,757
Recreational Services	\$11,560	\$12,935	\$44,820	28.86%	\$31,885
Parks	\$48,260	\$279,941	\$511,781	54.70%	\$231,840
General Fund Total	\$472,450	\$3,710,679	\$6,892,233	53.84%	\$3,181,554
<i>General Fund Transfers Out</i>	\$73,094	\$511,660	\$877,132	58.33%	\$365,472
Street Fund	\$32,766	\$245,456	\$515,112	47.65%	\$269,656
Tree Fund	\$13	\$13,564	\$38,000	35.69%	\$24,436
Capital Fund	\$6,044	\$70,029	\$840,000	8.34%	\$769,971
<i>Capital Fund Transfers Out</i>	\$0	\$0	\$0	0.00%	\$0
Total (All Funds)	\$511,273	\$4,039,727	\$8,285,344	48.76%	\$4,245,617
<i>Total (All Funds) Transfers Out</i>	\$73,094	\$511,660	\$877,132	58.33%	\$365,472

City of Medina
 Revenue & Expense Summary
 July 2021

<u>2021 Beginning Cash Balance 1/1/2021</u>		<u>2021 Cash Balance, to date</u>	
<u>TOTAL CASH & INVESTMENTS</u>		<u>TOTAL CASH & INVESTMENTS</u>	
Beginning Year: 1/1/2021		Period Ending 7/31/2021	
WA ST INV POOL	\$ 2,842,687	WA ST INV POOL	\$ 4,620,112
OTHER INVESTMENTS	1,500,000	OTHER INVESTMENTS*	1,500,000
CHECKING	1,580,653	CHECKING	2,631,959
	<u>\$ 5,923,340</u>		<u>\$ 8,752,071</u>

*Bond maturity dates:

\$500K bond (Mar 2021)
3/3/2025
\$1M bond (Aug 2020)
8/5/2024

**City of Medina
Revenue & Expense Summary
August 2021**

REVENUE:	AUG ACTUAL	AUG YTD ACTUAL	2021 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Property Tax	\$20,284	\$2,342,050	\$3,986,413	58.75%	\$1,644,363
Sales Tax	\$177,839	\$1,350,390	\$1,522,354	88.70%	\$171,964
Criminal Justice	\$9,784	\$69,142	\$90,080	76.76%	\$20,938
B & O Tax: Utility & Franchise Fee	\$106,277	\$692,745	\$890,524	77.79%	\$197,779
Leasehold Excise Tax	\$911	\$911	\$800	113.85%	(\$111)
Building Permits, Planning & Development	\$141,072	\$982,295	\$890,611	110.29%	(\$91,684)
General Government (includes Hunts Point)	\$407	\$182,588	\$358,233	50.97%	\$175,645
Passports, General Licenses & Permits	\$126	\$919	\$8,490	10.82%	\$7,571
Fines, Penalties, Traffic Infr.	\$1,153	\$8,566	\$31,250	27.41%	\$22,684
Misc. Invest. Facility Leases	\$11,372	\$116,749	\$128,007	91.21%	\$11,258
Other Revenue, Dispositions	\$0	\$38,550	\$3,000	1285.00%	(\$35,550)
General Fund Total	\$469,226	\$5,784,905	\$7,909,762	73.14%	\$2,124,857
Street Fund	\$55,521	\$103,951	\$139,092	74.74%	\$35,141
<i>Street Fund Transfers In</i>	\$31,428	\$251,421	\$377,132	66.67%	\$125,711
Tree Fund	\$0	\$0	\$3,075	0.00%	\$3,075
Levy Stabilization Fund (Transfers In)	\$41,667	\$333,333	\$500,000	66.67%	\$166,667
Capital Fund	\$208,512	\$1,669,702	\$1,113,016	150.02%	(\$556,686)
Total (All Funds)	\$733,258	\$7,558,558	\$9,164,945	82.47%	\$1,606,387
<i>Total (All Funds) Transfers In</i>	\$73,094	\$584,755	\$877,132	66.67%	\$292,377

EXPENDITURES:	AUG ACTUAL	AUG YTD ACTUAL	2021 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Legislative	\$0	\$6,624	\$39,600	16.73%	\$32,976
Municipal Court	\$4,000	\$35,343	\$57,000	62.01%	\$21,657
Executive	\$22,539	\$182,234	\$274,819	66.31%	\$92,585
Finance	\$25,675	\$405,800	\$524,983	77.30%	\$119,183
Legal	\$1,758	\$159,667	\$367,200	43.48%	\$207,533
Central Services	\$60,697	\$543,881	\$941,639	57.76%	\$397,758
Police Operations	\$165,657	\$1,445,769	\$2,380,557	60.73%	\$934,788
Fire & Medical Aid	\$30,000	\$418,977	\$807,954	51.86%	\$388,977
Public Housing, Environmental & Mental Health	\$240	\$17,188	\$31,238	55.02%	\$14,050
Development & Planning	\$62,565	\$575,450	\$910,642	63.19%	\$335,192
Recreational Services	\$11,192	\$24,127	\$44,820	53.83%	\$20,693
Parks	\$37,460	\$317,401	\$511,781	62.02%	\$194,380
General Fund Total	\$421,782	\$4,132,460	\$6,892,233	59.96%	\$2,759,773
<i>General Fund Transfers Out</i>	\$73,094	\$584,755	\$877,132	66.67%	\$292,377
Street Fund	\$28,872	\$274,328	\$515,112	53.26%	\$240,784
Tree Fund	\$5,412	\$18,976	\$38,000	49.94%	\$19,024
Capital Fund	\$7,063	\$77,092	\$840,000	9.18%	\$762,908
<i>Capital Fund Transfers Out</i>	\$0	\$0	\$0	0.00%	\$0
Total (All Funds)	\$463,129	\$4,502,857	\$8,285,344	54.35%	\$3,782,487
<i>Total (All Funds) Transfers Out</i>	\$73,094	\$584,755	\$877,132	66.67%	\$292,377

City of Medina
 Revenue & Expense Summary
 August 2021

<u>2021 Beginning Cash Balance 1/1/2021</u>		<u>2021 Cash Balance, to date</u>	
<u>TOTAL CASH & INVESTMENTS</u>		<u>TOTAL CASH & INVESTMENTS</u>	
Beginning Year: 1/1/2021		Period Ending 8/31/2021	
WA ST INV POOL	\$ 2,842,687	WA ST INV POOL	\$ 4,816,557
OTHER INVESTMENTS	1,500,000	OTHER INVESTMENTS*	1,500,000
CHECKING	1,580,653	CHECKING	2,728,375
	<u>\$ 5,923,340</u>		<u>\$ 9,044,931</u>

*Bond maturity dates:

\$500K bond (Mar 2021)
3/3/2025
\$1M bond (Aug 2020)
8/5/2024



CITY OF MEDINA

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

Date: September 13, 2021
To: Honorable Mayor and City Council
Via: Michael Sauerwein, City Manager
From: Aimee Kellerman, City Clerk
Subject: Central Services Department Monthly Report

SEPTEMBER AND OCTOBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Park Board Meeting	Sep 20	5:00 pm	Teleconference/Online
Joint City Council/Planning Commission Meeting	Sep 21	4:00 pm	Teleconference/Online
City Council Meeting	Sep 27	4:00 pm	Teleconference/Online
Planning Commission Meeting	Sep 28	4:00 pm	Teleconference/Online
City Council Meeting	Oct 11	4:00 pm	Teleconference/Online
Park Board Meeting	Oct 18	5:00 pm	Teleconference/Online
City Council Meeting	Oct 25	4:00 pm	Teleconference/Online
Planning Commission Meeting	Oct 26	4:00 pm	Teleconference/Online

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

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: During the months of July and August, the City issued 38 bulletins amounting to a total of 135,244 bulletins delivered to subscribers; approximately 11.8% were opened. See **Attachment 1**.

As of August 31, the City had 11,108 subscribers (change in total subscribers **+340**), with a combined total of 112,585 subscriptions (change in total subscriptions **-200**).

RECORDS REQUESTS

As of August 31, 27 public records requests have been received by Central Services. See **Attachment 2**.

ATTACHMENT 1

	Bulletins Developed	Total Recipients	Total Delivered	Unique Email Opens	Unique Email Open	Wireless Recipients
Comparisons:						
July, 2021	17	46,230	43,222	4,020	10.80%	7,435
June, 2021	23	80,050	75,120	6,629	10.40%	13,924
May, 2021	31	120,746	113,370	10,176	10.70%	21,364
April, 2021	35	115,716	109,081	9,571	10.10%	17,510
March, 2021	37	101,291	95,540	8,119	9.50%	12,522
February, 2021	26	71,737	67,738	6,927	11.50%	9,355
January, 2021	20	68,455	64,548	6,858	11.90%	8,944
December, 2020	27	115,648	109,761	9,151	9.30%	14,662
November, 2020	24	84,718	80,375	7,115	9.80%	9,772
October, 2020	37	124,366	118,068	9,230	8.60%	14,379
September, 2020	36	119,438	113,278	10,761	10.50%	13,606
August, 2020	12	35,945	33,899	3,567	11.50%	3,723
July, 2020	21	65,561	62,485	7,776	13.50%	6,320
June, 2019	19	38,981	37,024	6,568	21.00%	5,931
Date Sent	Top 10 Most Read Bulletins During July				Emails Opened	Email Open Rate
07/07/2021 12:32 PM PDT	Medina Finance Committee Agenda - Thursday, July 8, 2021 at 2 PM (on-line)				138	7%
07/09/2021 02:55 PM PDT	July 12, 2021 Medina City Council Regular Meeting (on-line) Agenda				161	7%
07/14/2021 02:58 PM PDT	Save the Date - Tuesday, July 20 6:00 PM Community Forum on Mental Health Awareness				683	20%
07/19/2021 03:01 PM PDT	King County Metro Transit Survey				965	11%
07/19/2021 03:11 PM PDT	Tomorrow - Tuesday, July 20 6:00 PM Community Forum on Mental Health Awareness				598	19%
07/21/2021 11:24 AM PDT	July 26, 2021- Medina City Council Regular Meeting Cancelled				657	10%
07/23/2021 10:43 AM PDT	July 27, 2021 Medina Planning Commission Special (On-line) Meeting Agenda Packet				108	5%
07/27/2021 01:09 PM PDT	Puget Sound Energy - 84th Ave NE - area electric service reliability project - Starting August 9th				1,164	13%
07/27/2021 03:01 PM PDT	E-Lert - Puget Sound Energy - 84th Ave NE - area electric service reliability project - Starting August 9th				749	23%
07/28/2021 08:39 AM PDT	Hearing Examiner Decision - Shoreline Substantial Development Permit - 3444 EPR				187	8%

ATTACHMENT 1

	Bulletins Developed	Total Recipients	Total Delivered	Unique Email Opens	Unique Email Open	Wireless Recipients
Comparisons:						
August, 2021	21	98,271	92,022	9,193	12.40%	21,013
July, 2021	17	46,230	43,222	4,020	10.80%	7,435
June, 2021	23	80,050	75,120	6,629	10.40%	13,924
May, 2021	31	120,746	113,370	10,176	10.70%	21,364
April, 2021	35	115,716	109,081	9,571	10.10%	17,510
March, 2021	37	101,291	95,540	8,119	9.50%	12,522
February, 2021	26	71,737	67,738	6,927	11.50%	9,355
January, 2021	20	68,455	64,548	6,858	11.90%	8,944
December, 2020	27	115,648	109,761	9,151	9.30%	14,662
November, 2020	24	84,718	80,375	7,115	9.80%	9,772
October, 2020	37	124,366	118,068	9,230	8.60%	14,379
September, 2020	36	119,438	113,278	10,761	10.50%	13,606
August, 2020	12	35,945	33,899	3,567	11.50%	3,723
July, 2020	21	65,561	62,485	7,776	13.50%	6,320
Date Sent	Top 10 Most Read Bulletins During August				Emails Opened	Email Open Rate
08/03/2021 03:02 PM PDT	Medina Sun Newsletter - Aug 2021				1,069	13%
08/06/2021 03:19 PM PDT	MEDINA DAY 2021 EVENT - August 10, 2021				1,115	12%
	Reminder! MEDINA DAY 2021 EVENT - is tomorrow!!					
08/09/2021 11:20 AM PDT	Live performances and food vendors!				976	11%
08/12/2021 08:40 AM PDT	Puget Sound Energy - URGENT Heat Warning				903	12%
08/16/2021 10:58 AM PDT	Changes along Montlake Boulevard				1,187	14%
08/17/2021 08:58 AM PDT	Pavement Work - Multiple Locations - Aug. 20 - Sept. 3				729	10%
	Traffic Disruption - Fri Aug. 20 - Fri Sept. 3 Pavement					
08/17/2021 09:31 AM PDT	Work				1,266	14%
	Heads up: Road, ramp and lane closures Aug. 27-30					
08/19/2021 02:41 PM PDT	for Montlake Boulevard shift				1,126	12%
	Notice of Virtual Public Hearing - 2022 Preliminary					
08/23/2021 10:43 AM PDT	Annual Budget - September 13, 2021				749	11%
08/27/2021 02:40 PM PDT	Revised - City of Medina - Tree Code Update				1,042	15%

**ATTACHMENT 2**

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

DATE: September 13, 2021
TO: Mayor and City Council
From: Aimee Kellerman, City Clerk
Subject: July and August 2021, Public Records Request Tracking

In July and August 2021, Central Services staff received **27** new public records requests, **1** ongoing public records request. These requests required approximately **10 hours** of Central Services staff time and **2.6 hours** of consulting time with the City Attorney. The overall July and August cost, which includes staff hourly rate plus benefits and City Attorney fees is approximately **\$1100**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In July and August 2021, the Police Department received **20** new records requests. These requests required approximately **13 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall July and August cost, which includes staff hourly rate plus benefits is approximately **\$919**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

July and August 2021 Monthly PRR Report

ATTACHMENT 2

Run Date: 09/08/2021 8:42 AM

Run Date: 09/08/2021 8:42 AM

Assigned Dept	Create Date	Reference No	Request Type	Required Completion Date	Summary	Customer Full Name	PRR - Type of Records Requested	Public Record Desired	Assigned Staff
Central Services	7/2/2021	P002143-070221	Public Records Request	7/16/2021	Public Records Request	Lance Harwell	Building	Hi- We are hoping to receive any building plans or relevant permits for the property located at 7842 Ne 21St St, Medina.Thehome was completed in 2018. We look forward to hearing from you. Thank you for your efforts. Andrew w/ Team Foster	Dawn Nations
Central Services	7/12/2021	P002148-071221	Public Records Request	7/21/2021	Public Records Request	Braden Mineer	Building	Requesting a report of all issued and pending building permits for residential & commercial properties from 6/1/2021 to 6/30/2021. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Dawn Nations
Central Services	7/12/2021	P002150-071221	Public Records Request	7/21/2021	Public Records Request	Patricia Naumann	Development Services	I would like to learn the architect of the recent remodel (and addition) of the 7835 14th St, Medina 98039. I do not know the owners' last name but their firsts are Jon and Fiona. I mention that only for verification that I have the address correct. If you have a question or if there is something else you need, please don't hesitate to contact me. Thank you. Patricia Naumann patnaumann@msn.com 206.779.6825	Dawn Nations
Central Services	7/20/2021	P002159-072021	Public Records Request	7/29/2021	Public Records Request	Office Manager Jodie Jones	Building	Can you please tell me the name of the Architect that is working on the 8845 Overlake Drive W property in Medina?	Dawn Nations
Central Services	7/21/2021	P002160-072121	Public Records Request	9/10/2021	Public Records Request	Robert Fisher	Human Resources	Any records, court documentation, filings or emails concerning former City Manager Doug Schulze and Roger Skinner	Dawn Nations
Central Services	7/22/2021	P002162-072221	Public Records Request	8/2/2021	Public Records Request	Office Manager Jodie Jones	Building	Is there a contractor of record for the job at this address: 8845 Overlake Drive W property in Medina? Thanks!	Dawn Nations
Central Services	7/25/2021	P002163-072521	Public Records Request	8/4/2021	Public Records Request	Richard Liu	Building	I am the owner of 1818 77th AVE NE Medina , I need the building permitted and blueprint. please help me to get it. Thanks Xue Zhong Wang	Dawn Nations

ATTACHMENT 2

Central Services	7/29/2021	P002164-072921	Public Records Request	8/9/2021	Public Records Request	Sanjeev Sharma	Public Works	We are applying for a remodel of SFH. The address of the property is 2058 ,78TH Ave MEDINA, WA - 98039. Parcel no - 326230-1115. As we are applying for a permit and we need to submit a grade report (maximum building height). It would be appreciated if we get 2007 stamped plans. Attaching Proposed site plan for reference. Thank you.	Dawn Nations
Central Services	7/30/2021	P002165-073021	Public Records Request	8/10/2021	Public Records Request	Lee Kirk	Building	original 1974 building plans of the house at 1220 80th PI NE and / or plans of the 1997 remodel under permit #3710	Dawn Nations
Central Services	8/2/2021	P002166-080221	Public Records Request	8/11/2021	Public Records Request	Lei Sui	Building	Hello, The then owner of 7861 NE 10th St, Medina, WA 98039, obtained a remodel permit between 1993 and 1996. I am sorry that I do not know the exact date on which the permit was issued or filed. I would like to see if the filing for the permit included a land survey. If it did, I want to see the landmarks at that time. Thanks., Lei Sui 7861 NE 10th St, Medina, WA	Dawn Nations
Central Services	8/2/2021	P002167-080221	Public Records Request	8/27/2021	Public Records Request	SR. Title Examiner Ryan Kang	Building	Hi there, There is a dock situate in front of the above referenced property. I need to obtain a copy of the permit for the dock. It appears that the permit was issued between 1967 to 1976 either to Nellie Padgett or John Broback. The parcel number of the subject parcel is 242504-9264, but I think the parcel number when the permit was issue was either 242504-9069 or 242504-9070. Thank you for your help	Dawn Nations
Central Services	8/3/2021	P002168-080321	Public Records Request	8/12/2021	Public Records Request	Kyle Rourke	Building	I recently moved to 1564 77th PI NE and i want to get a copy of any building plans that were submitted in the 2014 timeframe (when previous owner did a remodel). Hopefully something will be on file, it will help greatly with ongoing maintenance of the property.	Dawn Nations
Central Services	8/10/2021	P002173-081021	Public Records Request	8/19/2021	Public Records Request	Braden Mineer	Building	Requesting a report of all issued and pending building permits for residential & commercial properties from 7/1/2021 to 7/31/2021. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Dawn Nations

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Central Services	8/10/2021	P002175-081021	Public Records Request	8/19/2021	Public Records Request	David McCourt	Building	B-20-020 / 8300 Overlake Dr W B-17-043 / 8105 NE 5th St B-17-092, D-17-016. P-20-053 / 2643 76th Ave NE B-19-064 / 7628 NE 32nd St B-19-055 / 7640 NE 32nd St B-17-086 / 3645 Evergreen Pt Rd M-20-058 / 2631 Evergreen Pt Rd B-19-007 / 3621 3621 Evergreen Pt Rd B-17-006 / 7871 NE 21st St B-19-013 / 8224 NE 8th St B-19-063 / 2254 Evergreen Pt Rd B-20-010 / 7755 Overlake Dr W B-19-017 / 905 88th Ave W B-20-014 / 560 Overlake Dr E B-20-012 / 508 Upland Rd B-18-025 / 426 87th Ave NE B-19-003 / 2541 Medina Circle B-19-008, B-18-012 / 1835 73rd NE These are all higher value permits that we're attempting to close. Because of COVID-19 protocol we cannot knock on doors. Those that are closed will most likely result in revenue for Medina. Would someone please check on these and report back as to the permit status. We have a couple weeks to report the the DOR on this. Thanks! David McCourt Assessments	Dawn Nations
Central Services	8/11/2021	P002176-081121	Public Records Request	8/20/2021	Public Records Request	Mr. James Quinn	Building	Sewer lines for 3419 Evergreen Point Road	Dawn Nations
Central Services	8/13/2021	P002178-081321	Public Records Request	8/24/2021	Public Records Request	Lan Wu	Building	My house (2626 80th Ave NE Medina) was remodeled in 1998 by the previous owner. Once they got permit at that time, I suppose there should be some structure calculation documents. I want to remodel my house again shortly. I planned to remove one of the inner wall. I want to understand how much load/stress this wall take. So I would like to request the structure calculation document for its last remodel back to 1998. Thank you!	Dawn Nations
Central Services	8/16/2021	P002180-081621	Public Records Request	8/25/2021	Public Records Request	Designer-Project Manager Laurie McCrory	Building	I would like to see the drawings and details for the Arakawa Residence and adjoining properties regarding the engineering for the steep slope slide mitigation from the past. Arakawa Residence 1611 Evergreen Point Road Medina, WA 98039	Dawn Nations
Central Services	8/18/2021	P002185-081821	Public Records Request	8/30/2021	Public Records Request	JEFFREY DEROLET	Development Services	PLEASE PROVIDE COPIES OF ALL COMMENT LETTERS RECEIVED FROM PUBLIC REGARDING PROPOSED OINESS RES+DADU/GAR CONSTRUCTION ACTIVITY PERMIT CAP-21-019 & BUILDING PERMIT B-21-059. PROJECT ADDRESS IS 3430 EVERGREEN PT RD. THANK YOU. JEFFREY DEROLET, ARCHITECT	Dawn Nations

ATTACHMENT 2

Central Services	8/23/2021	P002187-082321	Public Records Request	9/7/2021	Public Records Request	Owner Jim Burton	Building	Building permit for project at 543 Overlake Drive East, Medina 98039 Permitted Plan Drawings for project at 543 Overlake Drive East, Medina 98039 Associated documents for same project (e.g. Critical Areas Report, Tree Activity permit, Grading and Drainage reports)	Dawn Nations
Central Services	8/23/2021	P002188-082321	Public Records Request	9/2/2021	Public Records Request	Xiaowei Jiang	Building	I need the detailed blueprint/floor plan for my house at 3320 78th PI NE.	Dawn Nations
Central Services	8/24/2021	P002189-082421	Public Records Request	9/2/2021	Public Records Request	Jeff han	Building	Building plan set of 7650 NE 10TH ST, Medina 98039; tax ID is 252504-9125	Dawn Nations
Central Services	8/26/2021	P002190-082621	Public Records Request	9/6/2021	Public Records Request	Shan Cong	Building	Request property records for :8433 NE 10th St, Medina, WA 9803 Needs to know the exact property line, and zoning, and setback requirement for new house.	Dawn Nations
Central Services	8/26/2021	P002191-082621	Public Records Request	9/6/2021	Public Records Request	Ridgeline Constructicon NW, Inc.	Building	Good afternoon, We would like to request a copy of the residential plans set for 1859 Evergreen Point Road, Medina WA. Thank you in advance for your time.	Dawn Nations
Central Services	8/26/2021	P002192-082621	Public Records Request	9/7/2021	Public Records Request	Ms. lyn lyn jenkins	Building	Roof replacement record	Dawn Nations
Central Services	8/26/2021	P002193-082621	Public Records Request	9/7/2021	Public Records Request	John Ridgeway 4253937452	Public Works	CAP-21-026 Plans	Dawn Nations
Central Services	8/27/2021	P002195-082721	Public Records Request	9/16/2021	Public Records Request	David McCourt	Building	P-20-071 / 1221 Evergreen Pt. Rd B-19-081 / 8297 Overlake Dr.W Thanks! David Assessments	Dawn Nations
Central Services	8/27/2021	P002196-082721	Public Records Request	9/8/2021	Public Records Request	Principal Tony Dubin	Building	Site plan and engineering documents (particularly water, storm, sewer) related to permits at 2659 Evergreen Point Road (parcel #242504-9165). According to King County iMap, the home was built in 1997. Please call 206-898-0057 or email tony@dubinenv.com if you need additional details regarding my request.	Aimee Kellerman



CITY OF MEDINA

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

Date: September 13, 2021
To: Honorable Mayor and City Council
Via: Michael Sauerwein, City Manager
From: Ryan Osada, Public Works Director
Subject: Public Works Monthly Report

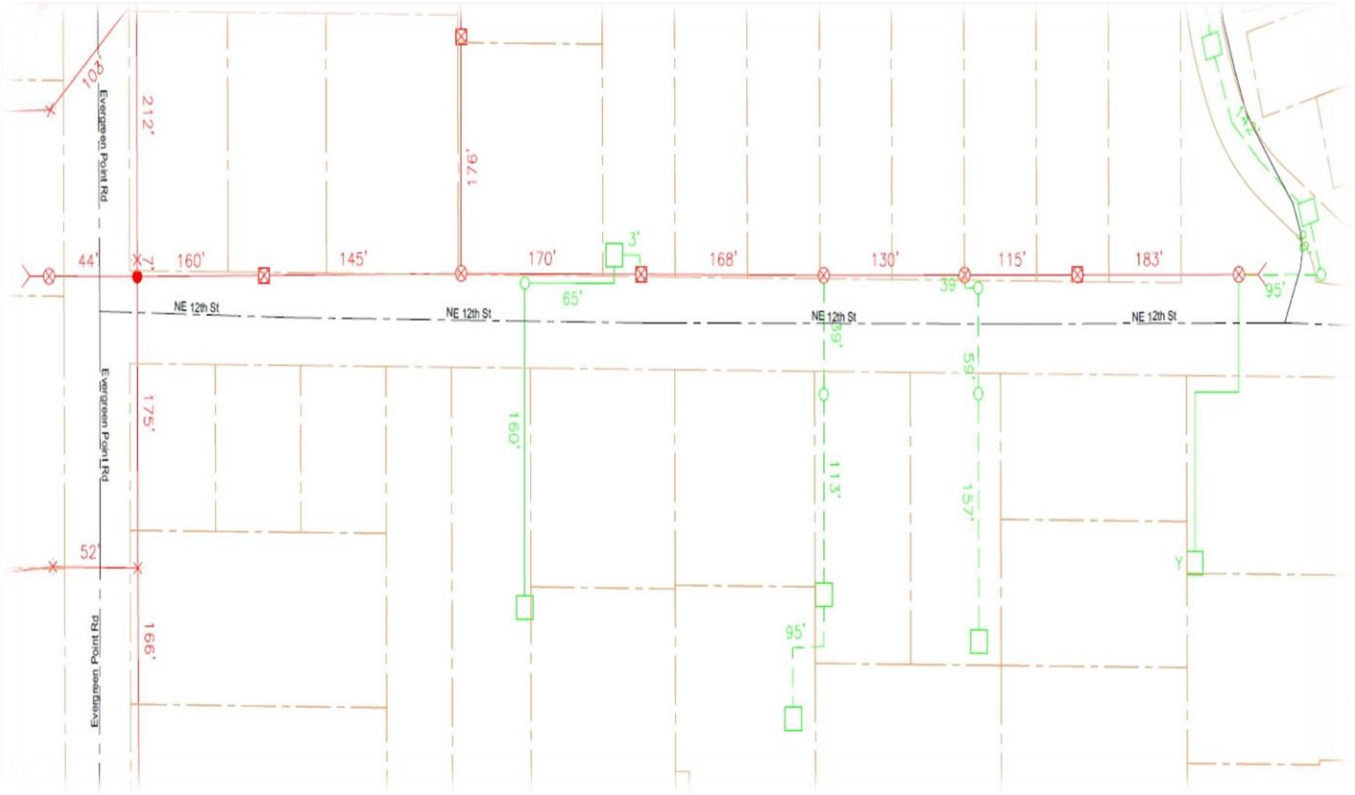
1. CITY WIDE OVERLAY PROJECTS – Over the last few weeks, the city has seen several asphalt overlay projects being performed on our streets. Most recently NE 12th Street, Overlake Drive West and 77th Ave NE. These overlays are the restoration portion of the AC Watermain project that was completed by the City of Bellevue earlier this year. The overlay project for 84th Ave NE, between NE 12th Street & Overlake Drive West is currently scheduled to start at the end of September. This project will require a road closure which will have significant traffic impacts to the area.



2. NE 28TH ST BIKE TRAIL CROSSING – Earlier this year, the city received a complaint regarding the bollards located at the pedestrian/bike trail on NE 28th Street. There were two members of the Cascade Bike Club who had a near miss incident with the offset wood bollards that was originally installed by WSDOT. Over the course of 8 months, we were able to find an alternate design to remove the bollards and still provide a safe pedestrian/bike path for the community.



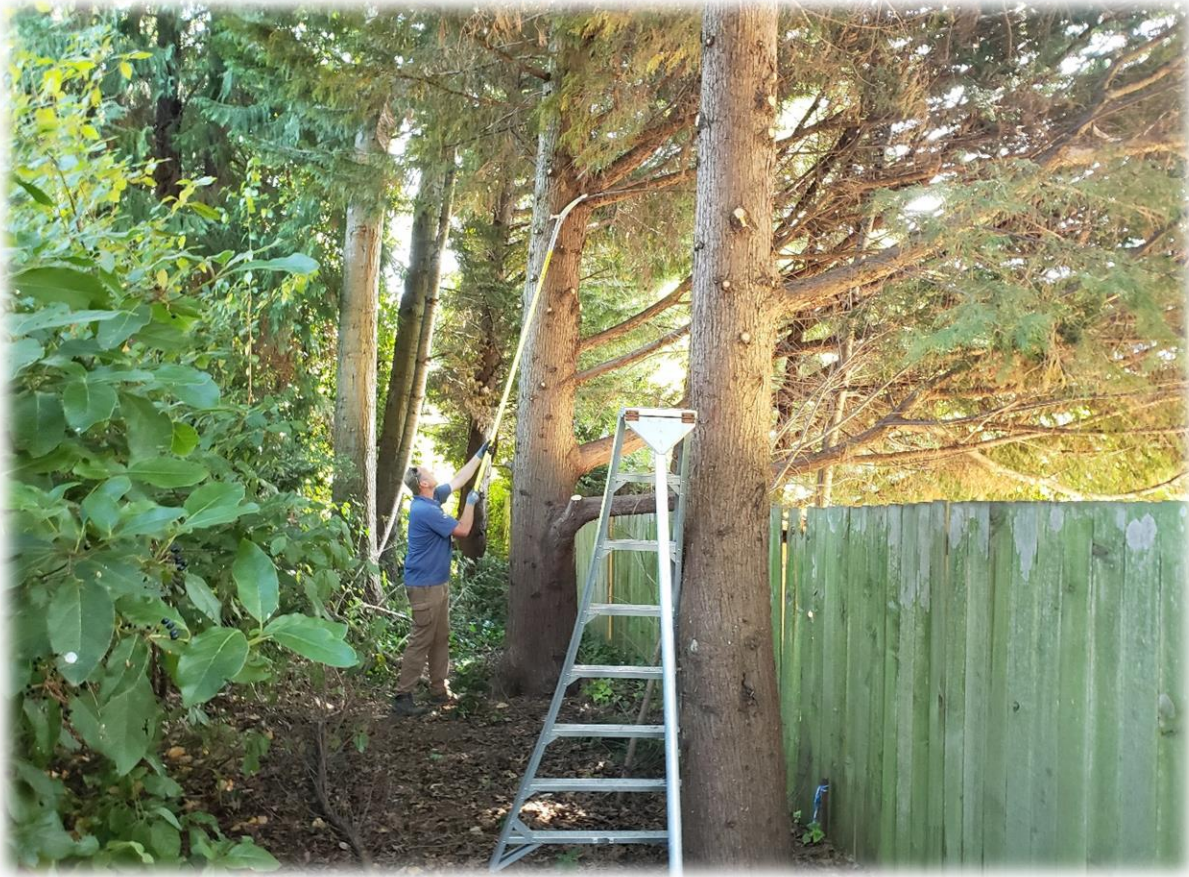
3. NE 12TH STREET UNDERGROUND PROJECT – The city is making progress with PSE to underground the utility lines located on NE 12th Street. An agreement has been signed to begin the design process to incorporate into the sidewalk project along this corridor. We are also coordinating the with the lighting team to install 15' concrete post-top LED Luminaires similar to the new section of 84th Ave NE.



4. MAINTENANCE UPDATES – During the last two months, the Public Works Maintenance team has been busy with several projects including the Parking Lot Entrance revision. Watering has also been a priority during the summer drought. Garbage collection has become a large part of their daily routine due to the increase in park patrons during the pandemic. They also enjoyed working at the Medina Day event which was well attended and fun evening for the community.







5. PROJECT UPDATES –

2015 Medina Park Stormwater Pond Imp. – Bravo Environmental has proposed vacoring to dredge the ponds. However, we are currently researching a method that will lessen the impact to the pond wildlife. In addition, recent estimates for material disposal are around \$900,000.00.

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

TIB 84th Ave NE Overlay – NE 12th St to Overlake Drive – Scheduled for late September

2021 Overlay Program 77th Ave NE / NE 22nd St – completed

Medina Park Playground Improvements – The playground equipment is delayed and scheduled to arrive in November. This project has been rescheduled for Spring of 2022.

Post Office Floor Replacement – Planning schedule with the Post Office.

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

2021 Hazardous Tree Removal – in review

NE 12th Street Sidewalk Improvements – Draft construction plans, and application has been submitted to PSE for undergrounding review.

Fairweather Tennis Court Resurfacing – completed early.