



MEDINA CITY COUNCIL

Monday, October 12, 2026

5:00 PM – STUDY SESSION
6:00 PM - REGULAR MEETING

AGENDA

VISION STATEMENT

Medina is a family-friendly, diverse and inclusive community on the shores of Lake Washington. With parks and open spaces, Medina is a quiet and safe small city, with active and highly-engaged residents. Medina honors its heritage while preserving its natural environment and resources for current and future generations.

MISSION STATEMENT

Ensure efficient delivery of quality public services, act as responsible stewards of Medina's financial and natural resources, celebrate diversity, leverage local talent, and promote the safety, health, and quality of life of those who live, work, and play in Medina.



MEDINA, WASHINGTON

MEDINA CITY COUNCIL

SPECIAL AND REGULAR MEETING

Hybrid - Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, October 12, 2026 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

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

CITY MANAGER | Jeff Swanson

CITY ATTORNEY | Jennifer S. Robertson

ACTING CITY CLERK | Dawn Nations

Hybrid Meeting Participation

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. Medina City Council welcomes and encourages in-person public comments. To participate in person, please fill out a comment card upon arrival at City Hall and turn it in to the City Clerk. To participate online, please register your request with the City Clerk at 425.233.6410 or email dnations@medina-wa.gov and leave a message before 2PM on the day of the Council meeting; please reference Public Comments for the Council meeting on your correspondence. The City Clerk will call you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit. The city will also accept written comments to Council@medina-wa.gov at any time.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/89185428569?pwd=d9QwY6gFPBJ1bUzHN9GMbIhciGbbn3.1>

Meeting ID: 891 8542 8569

Passcode: 489905

One tap mobile

+1-253-215-8782

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

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

Time Estimate: 50 minutes

The regular meeting will start at 6:00 PM

1.1 2027 Preliminary Budget Expenditures Discussion

Recommendation: Discussion.

Staff Contacts: Jeff Swanson, City Manager, Ryan Wagner, Finance/HR Director

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

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

3. **APPROVAL OF MEETING AGENDA**

4. **PUBLIC COMMENT PERIOD**

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5. **PRESENTATIONS**

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

Time Estimate: 10 minutes

6. **CITY MANAGER'S REPORT**

Time Estimate: 30 minutes

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

6.1a City Manager Monthly Report

6.1b Police Monthly Report

6.1c Development Services Monthly Report

- [6.1d](#) Finance Monthly Report
- [6.1e](#) Central Services Monthly Report
- [6.1f](#) Public Works Monthly Report

7. **CONSENT AGENDA**

Time Estimate: 5 minutes

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember or City staff requests the Council to remove an item from the consent agenda.

[7.1](#) Check Register September 2026

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

[7.2](#) Park Board Meeting Minutes of July 20, 2026

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Acting City Clerk

[7.3](#) Planning Commission Meeting Minutes of August 25, 2026

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

[7.4](#) Draft City Council Meeting Minutes of June 22, 2026

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

[9.1](#) 2027 Budget Public Hearing & Property Tax Presentation

Recommendation: Discussion.

Staff Contacts: Jeff Swanson, City Manager, Ryan Wagner, Finance/HR Director

Time Estimate: 30 minutes

[9.2](#) Development Impacts Phase 1 - Public Hearing continued

Recommendation: Hold a public hearing and consider adoption of Ordinance No. 1062.

Staff Contact: Steve Wilcox, Development Services Director, Kim Gunderson, Planning Consultant

Time Estimate: 90 minutes

10. CITY BUSINESS

None.

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

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

12. PUBLIC COMMENT

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

13. CLOSED SESSION

[Time Estimate: 10 minutes](#)

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.

[Council may take action following the Closed Session.](#)

14. EXECUTIVE SESSION

None.

15. ADJOURNMENT

Next regular City Council Meeting: October 26, 2026, at 5 PM.

ADDITIONAL INFORMATION

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Medina City Hall.

The agenda items are accessible on the City's website at www.medina-wa.gov on Thursdays or Fridays prior to the Regular City Council Meeting.

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

UPCOMING MEETINGS AND EVENTS

Monday, October 26, 2026 - City Council Meeting (5:00 PM)
Monday, November 9, 2026 - City Council Meeting (5:00 PM)
Monday, November 16, 2026 - City Council Meeting (5:00 PM)
Monday, December 14, 2026 - City Council Meeting (5:00 PM)
Monday, December 28, 2026 - City Council Meeting Canceled

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, October 12, 2026, Regular Meeting of the Medina City Council was posted and available for review on Thursday, October 8, 2026, at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at www.medina-wa.gov.



MEDINA, WASHINGTON

AGENDA BILL

Monday, October 12th, 2026

Subject/Topic: 2027 Preliminary Budget Presentation Dept. Origin: Finance/HR Category: Study Session Prepared by: Ryan Wagner – Finance Director Attachments: Attachment A – 2027 Budget Presentation Attachment B – 2027 Budget Calendar Attachment C – 2027 Budget Workbook-Expenditures	Proposed Council Action/Motion: ☒ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☐ Other:
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Summary

The City Manager and the Director of Finance will give a presentation that will include an overview of the baseline budgeting approach, followed by an update on the project status of City Council's goals and priorities.

This presentation will also include a key breakdown of 2027 budgeted expenditures, broken out by "baseline Vs adds".

2027 Budget Expenditures Overview:

- Budgeted 2027 expenditures across all funds - \$12,390,794
 - General Fund W/O Transfers - \$9,187,993
 - Capital and Tree Fund W/O Transfers - \$1,600,000
 - Development Services Fund - \$916,965
 - Street Fund - \$685,836

	2023	2024	2025	2026	2027	
DESCRIPTION	Year-end Actuals	Year-end Actuals	Year-end Actuals	Year-end Estimates	Prelim. Budget	General Fund Year End Carryover Balances
GENERAL FUND						2027
BEGINNING FUND BALANCE	\$ 3,909,675	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,621,854	Fund Balance
REVENUES	8,352,385	8,787,239	9,199,205	10,458,694	9,515,333	Excess/(Shortfall)
OPERATING TRANSFERS-IN						\$4,014,695
EXPENDITURES	6,484,612	7,084,708	7,563,562	7,827,957	9,187,993	
OPERATING TRANSFERS-OUT	1,478,000	2,360,000	731,504	555,000	510,000	25% Policy Minimum
<i>Year end carryover balance</i>	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,621,854	\$ 6,439,194	\$2,424,498
STREET FUND						66.4%
BEGINNING FUND BALANCE	\$ 44,423	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	
REVENUES	157,028	94,585	189,689	121,347	118,607	
OPERATING TRANSFERS-IN	553,000	535,000	544,856	555,000	570,000	
EXPENDITURES	661,859	616,073	569,224	591,500	685,836	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	\$ 359,042	
DEV. SERVICES FUND						
BEGINNING FUND BALANCE	\$ 835,726	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	<i>Note: \$300,000+ of DS Balance is Held within Advanced Deposits Is Not Considered Usable Funds</i>
REVENUES	1,402,320	1,045,491	1,070,525	868,000	885,000	
OPERATING TRANSFERS-IN			1,648	100,000	40,000	
EXPENDITURES	1,287,355	1,279,693	1,274,780	997,823	916,964	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	\$ 492,094	
TREE FUND						
BEGINNING FUND BALANCE	\$ 72,938	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	
REVENUES	950	888	21,000	1,500	3,075	
OPERATING TRANSFERS-IN						
EXPENDITURES	25,431	25,853	3,946	15,000	30,000	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	\$ 121	
LEVY STABILIZATION FUND						
BEGINNING FUND BALANCE	\$ 1,000,000	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	
OPERATING TRANSFERS-IN	1,000,000	400,000	285,000		-	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	\$ 2,685,000	Must have min. of \$2M by 12/31/2025
CAPITAL PROJECTS FUND						
BEGINNING FUND BALANCE	\$ 5,930,906	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	
REVENUES	1,847,997	2,593,966	2,374,528	1,488,536	1,495,000	
OPERATING TRANSFERS-IN						
EXPENDITURES	703,567	2,473,386	693,214	865,000	1,570,000	<i>Note: CPF balances do not include contractor retainage activity amounts</i>
OPERATING TRANSFERS-OUT	75,000	75,000	100,000	100,000	100,000	
<i>Year end carryover balance</i>	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	\$ 8,975,766	
CONTINGENCY FUND						
BEGINNING FUND BALANCE	\$ 250,000	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
REVENUES	\$ -				\$ -	
OPERATING TRANSFERS-IN	\$ -	\$ 1,500,000			\$ -	
OPERATING TRANSFERS-OUT	\$ -				\$ -	
<i>Year end carryover balance</i>	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
TOTAL ALL FUNDS BUDGET						
BEGINNING FUND BALANCE	\$ 11,907,170	\$ 14,505,026	\$ 15,547,482	\$ 18,434,200	\$ 21,074,997	
REVENUES	11,760,680	12,522,169	12,854,947	12,938,077	12,017,015	
OPERATING TRANSFERS-IN	1,553,000	2,435,000	831,504	655,000	610,000	
EXPENDITURES	9,162,825	11,479,713	10,104,726	10,297,280	12,390,794	
OPERATING TRANSFERS-OUT	1,553,000	2,435,000	831,504	655,000	610,000	
<i>Year end carryover balance</i>	\$ 14,505,026	\$ 15,547,482	\$ 18,434,200	\$ 21,074,997	\$ 20,701,218	

Council Priorities

This proposal furthers Council Priorities 1 - 5.

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

Budget/Fiscal Impact: 2027 Budget Impacts.

Recommendation: N/A

City Manager Approval:



Proposed Council Motions: N/A



2027 PRELIMINARY BUDGET - EXPENDITURES

Presented by City Manager Jeff Swanson and Finance Director Ryan Wagner



AGENDA

1. **Budget Introduction – Jeff Swanson**
2. 2027 Expenditures Overview
3. General Fund Baseline
4. General Fund Adds
5. 2027 Capital Fund
6. 2027 Development Services Fund
7. Estimated Year End Cash Balances
8. Questions?

2027 BUDGET INTRODUCTION

Medina uses a baseline budgeting approach:

- Take the 2026 baseline and use known and forecasted assumptions for revenues and expenditures to create the 2027 baseline
- Consider the balance of forecasted 2027 revenues and expenditures (ongoing versus one-time)
- Consider 2027 budget additions (one-time and ongoing) and effects on balance
- When the budget doesn't balance:
 - Consider priority of ongoing and one-time expenditures (possible evaluation rubric: emergency, essential, compliance, risk management, discretionary)
 - Consider one-time uses of fund balance
 - Consider revenue increases (use of banked capacity, councilmanic revenue increases, etc.)

Future Finance Dept/Finance Committee Initiative: zero-based budgeting by department/fund with community subject matter experts

2027 BUDGET INTRODUCTION

City Council Priorities (2026)

- E-bikes/bicycle safety
- Strategic planning and budgeting: adopting GFOA budgeting rubric; HB 2015 public safety sales tax/CJTC grant; Development Services Fund changes; Stormwater Services Fund establishment; Updated forecast models
- Reorganization, performance management, public information/outreach: work plan development with City Council, Park Board, Planning Commission; succession and organizational planning
- ROW management: traffic mitigation, sidewalk maintenance, increased code enforcement
- Technology use: IT services provider change
- Resource sharing with regional partners: City of Bellevue utilities and public safety; public works with Beaux Arts Village and Hunts Point
- Other: general donations/park donations policy; GPLB; WSDOT
- Planning Commission work plan: outdoor lighting; phase 1 development impacts project

City Council Priorities (2027)

- Strategic planning and budgeting: continuation of budget process improvements; Stormwater Services Fund full implementation; implementation of fully-funded ER&R Fund
- Reorganization, performance management, public information/outreach: succession and organizational planning/implementation; increasing public information/outreach
- ROW management: EPR sidewalk/ROW planning
- Technology use: ERP system update
- Resource sharing with regional partners: City of Bellevue utilities and public safety; public works with Yarrow Point
- Planning Commission work plan: five compliance projects and three discretionary priorities (tree code; phase 2 development impacts; affordable housing)



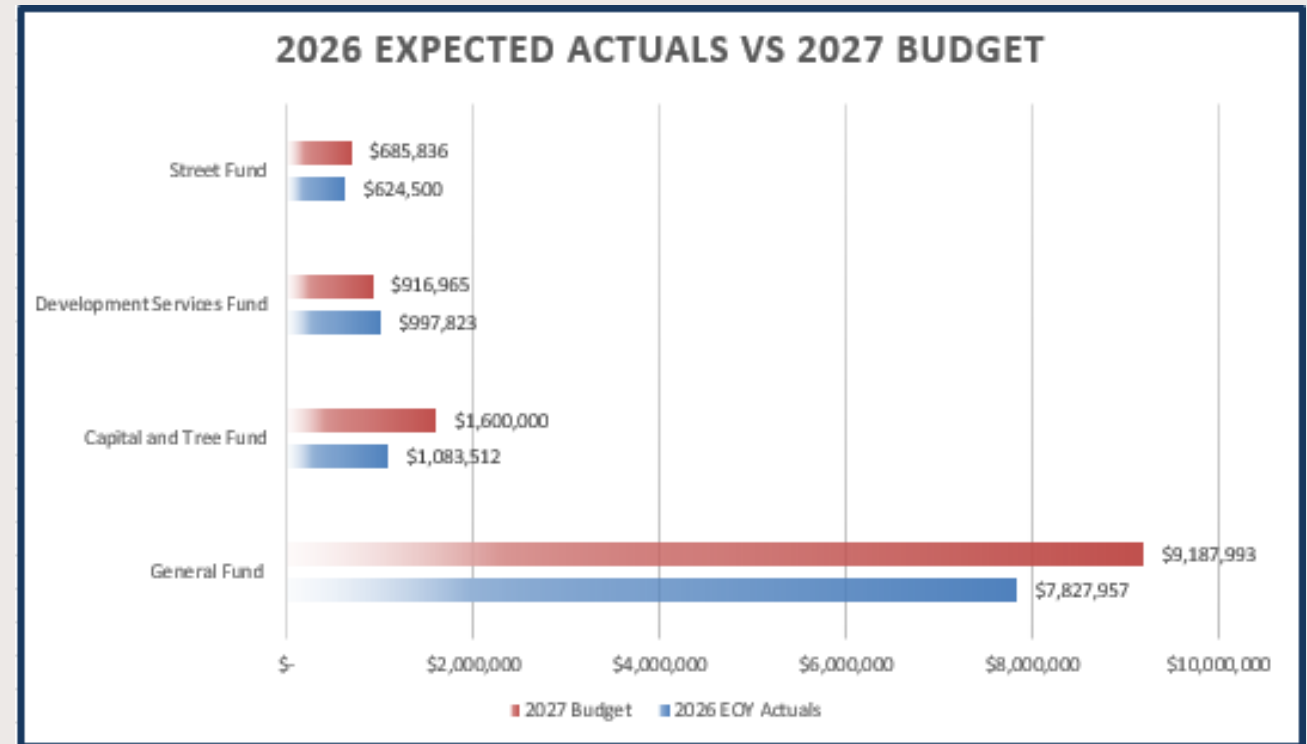
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2027 EXPENDITURE OVERVIEW

Across All Funds, the City
Expects to Spend:

- \$10,484,947 in 2026
- \$12,390,794 in 2027



2027 EXPENDITURE OVERVIEW

About Fund Transfers...

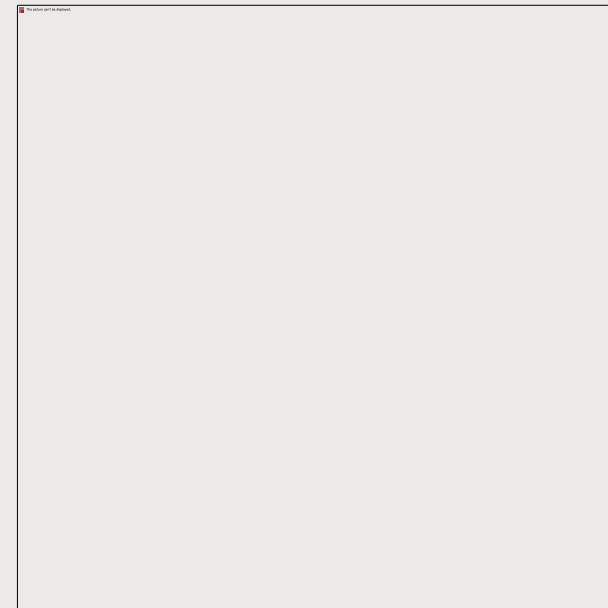
In fund accounting, **transferring money between funds** is an **internal reallocation** of resources — it does not create new revenue or expenses, but ensures each fund has the cash or assets it needs to fulfill its designated purpose.

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

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

List of Transfers:

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





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2027 GENERAL FUND BASELINE (\$8,618,884)

The 2027 General Fund expenditures baseline includes all ongoing costs for operations and services from the 2026 budget plus adjustments for rate increases and inflation.

Public Safety Services

- Law Enforcement - \$3,268,441
- Fire and EMS Through Bellevue Fire - \$1,198,836
- Seasonal Lifeguard Program - \$46,350

Key 2027 Budget Assumptions (all departments)

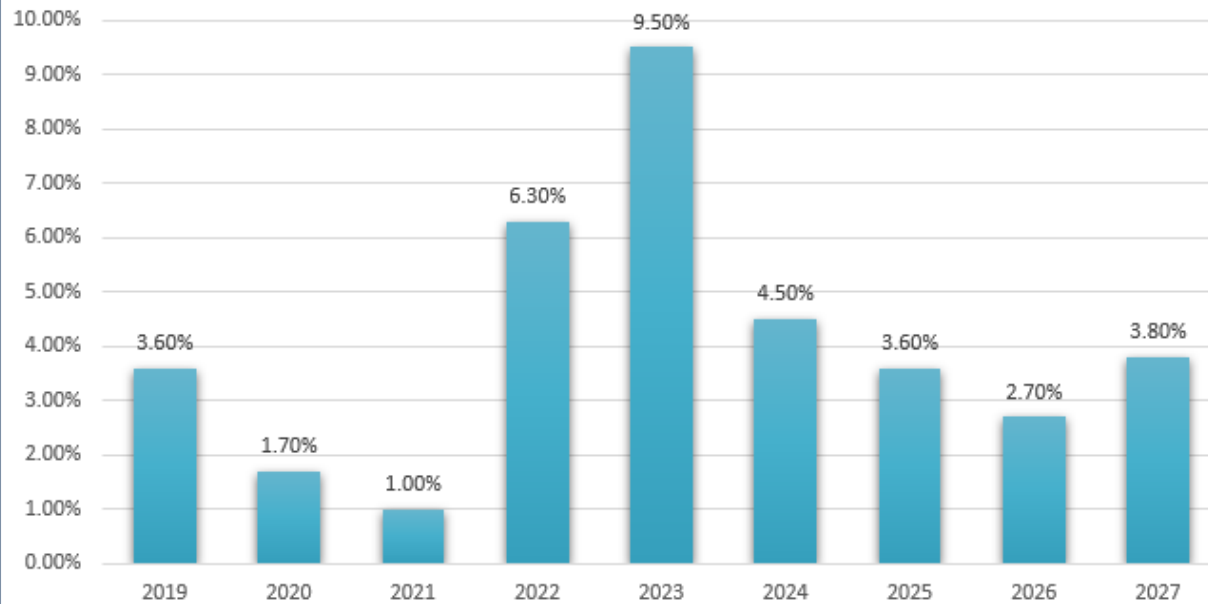
- 3.8% COLA Adj (CPI-W)
- 11.4% Increase for Medical, 1.9% Increase for Dental

Departmental Baseline Expenditures

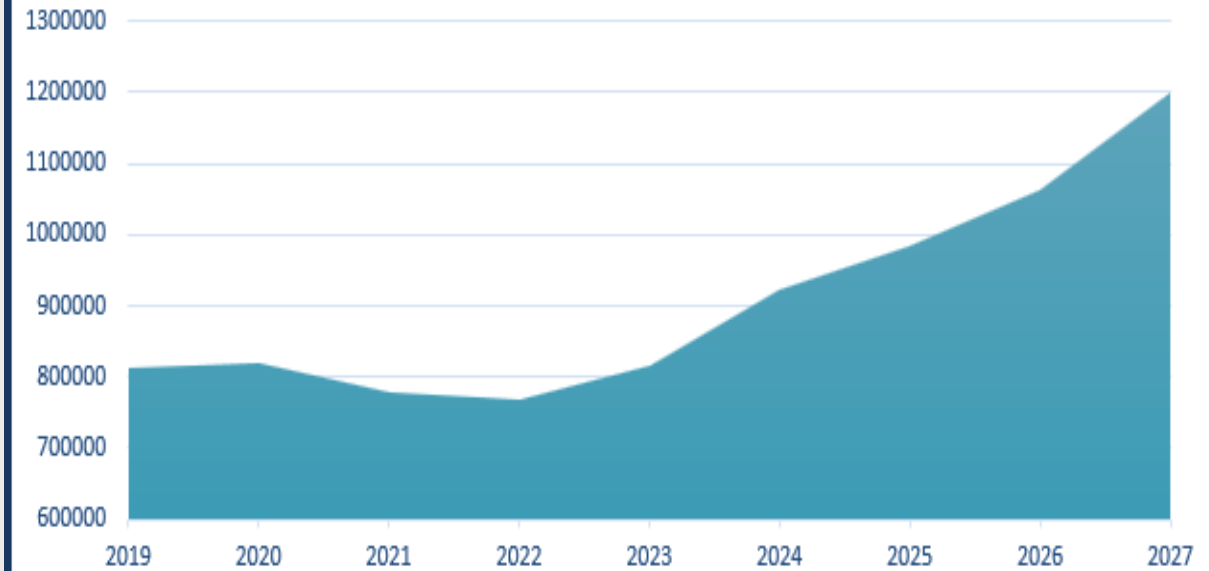
- Central Services/Contracted IT - \$982,730
- Parks - \$671,731
- Finance (Includes Liability Insurance) - \$632,923
- General Legal - \$495,000
- Executive - \$344,903

2027 GENERAL FUND BASELINE CONT'D...

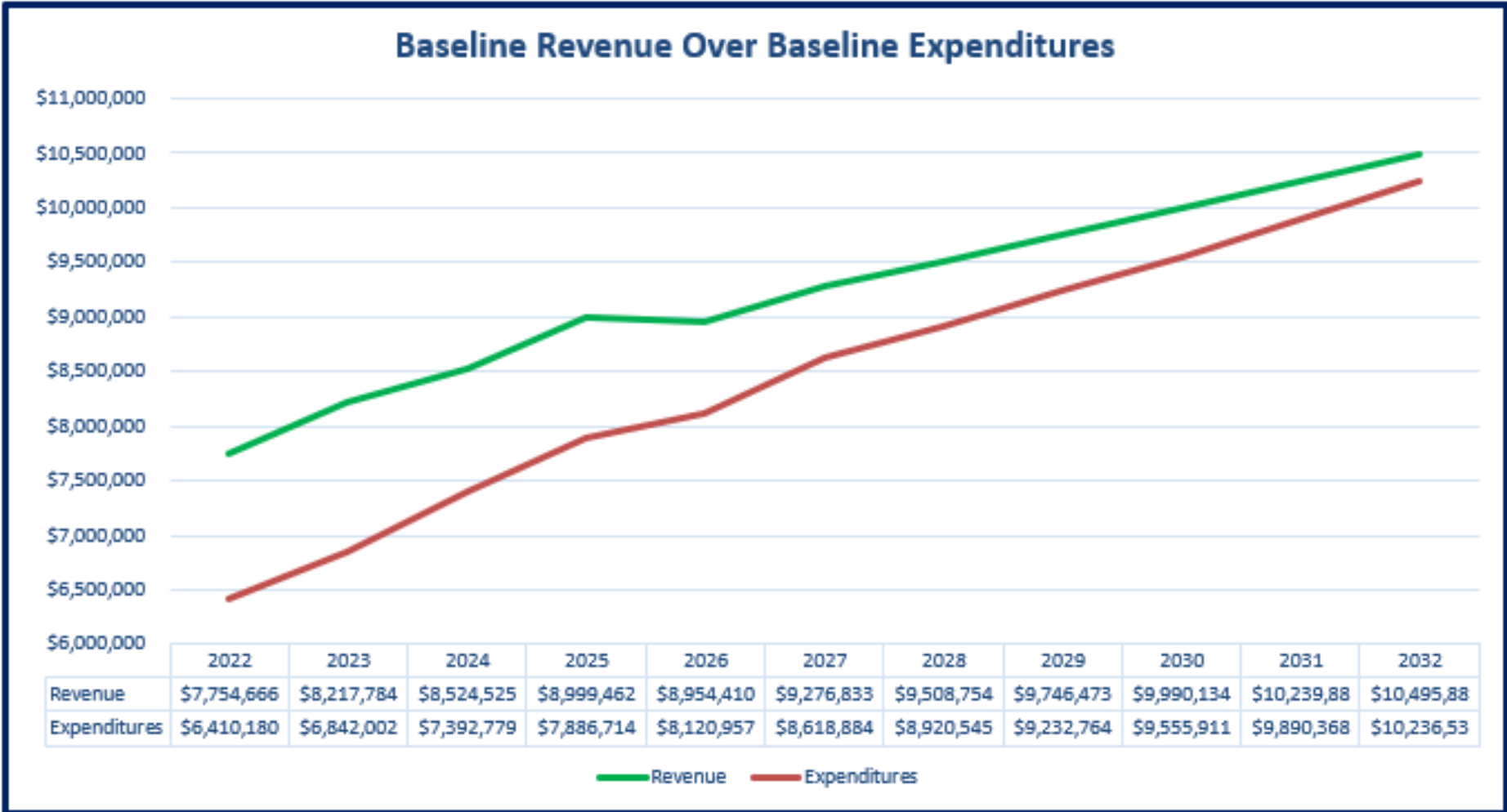
Consumer Price Index Over the Years



Bellevue Fire Cost Year Over Year



2027 GENERAL FUND BASELINE



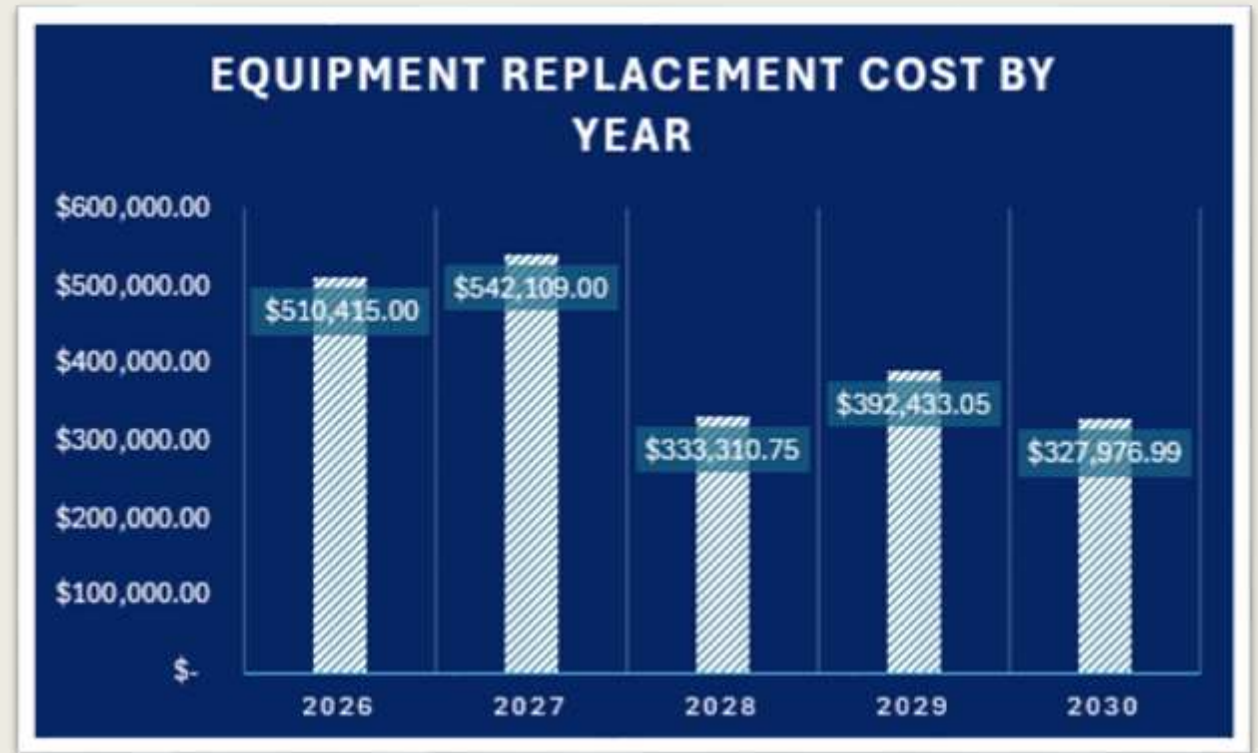


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EQUIPMENT REPLACEMENT FUND

- Ongoing “Add”
- Police Department
 - Purchase of Two Sergeant Vehicles - \$160,000
 - Purchase of Captain Vehicle - \$75,000
 - Purchase of One Patrol Vehicle - \$85,000
 - Vehicle Covered by HB2015 Grant
- Public Works
 - Replacement Ford Ranger - \$46,000
 - Replacement Ride on Mower - \$35,000
 - Electric Street Notifications Sign - \$14,150



2027 GENERAL FUND ADDITIONS (\$622,000)

This section describes one-time projects proposed for the 2027 budget cycle. These are budget “placeholders” to plan for the expected expenses. More certainty around the actual cost will materialize as individual project scopes are developed by City staff and City Council, and some budget adjustments and amendments may be necessary.

Long-Range Planning Projects (compliance):

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

Estimated Total Cost:

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



2027 GENERAL FUND ADDITIONS CONT'D...



Long Range Planning Projects (discretionary) and Estimated Costs:

Tree Management Code Update \$66,000

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

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

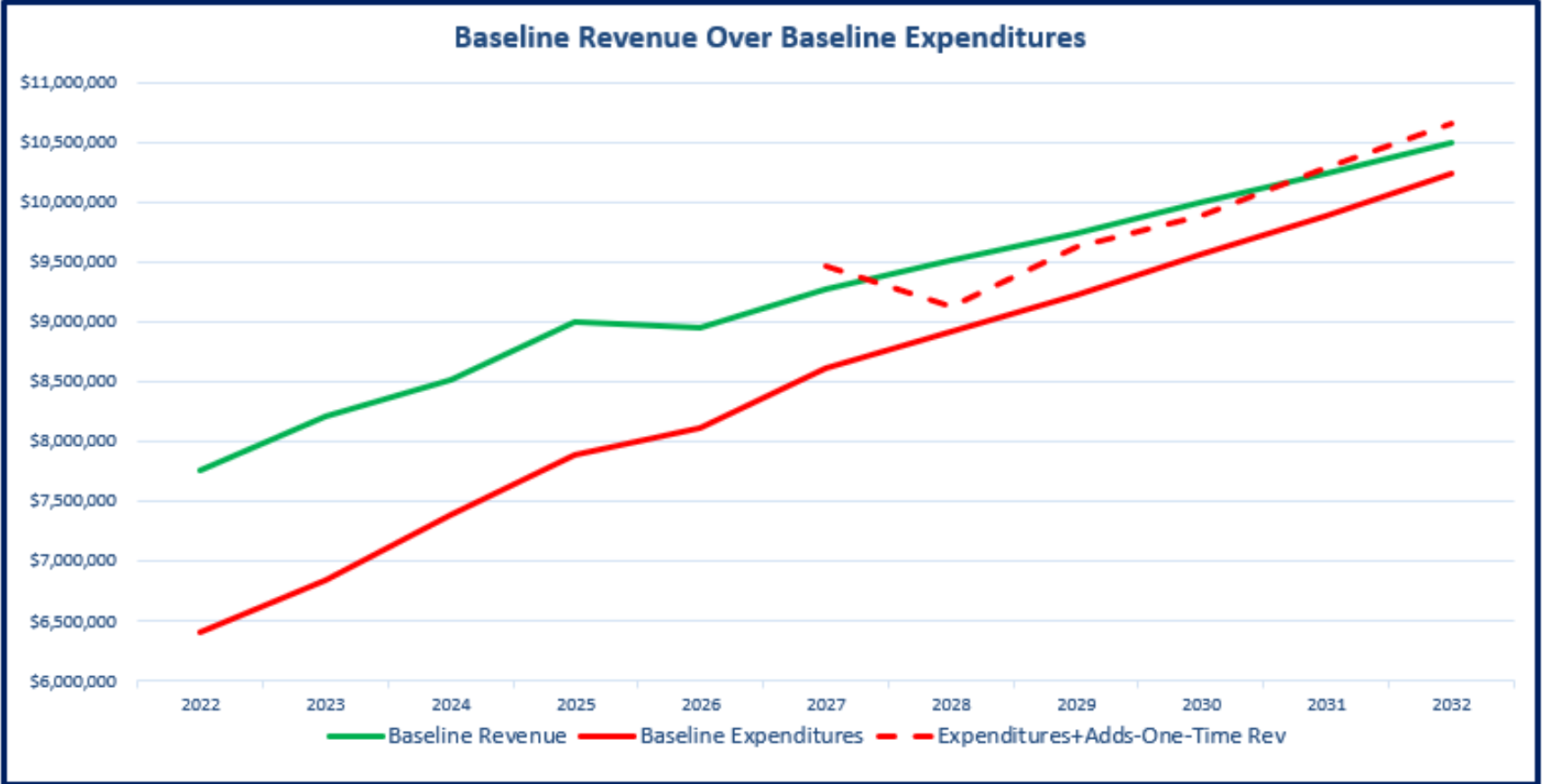
- Legal: \$25,000
- Planning: \$178,000

2027 GENERAL FUND ADDITIONS CONT'D...



- Unfunded Mandate
 - \$75K *Legal*
 - \$75K *Long Range Planning*
- Communications Plan
 - \$40K *Under Central Services*
- ERP System
 - \$50K *Implementation Cost Under Finance*

GENERAL FUND BASELINE BUDGET -YEAR TO YEAR



Delta Between Baseline Revenue and Baseline Expenditures										
2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
\$ 1,344,486	\$ 1,375,782	\$ 1,131,746	\$ 1,112,748	\$ 833,453	\$ 657,949	\$ 588,209	\$ 513,709	\$ 434,224	\$ 349,520	\$ 259,355

The proposed 2027 preliminary budget – including all of the proposed ongoing and one-time expenditures – results in a deficit of \$182,660.

Staff recommend funding the deficit amount with a one-time fund balance transfer from General Fund reserves.

The expected 2026 end-of-year General Fund balance is \$6,621,854. The City’s minimum fund balance policy is \$2,424,498.



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2027 CAPITAL FUND (\$1,670,000)

Stormwater Projects

- Medina North Pond Stormwater Improvements - 600,000
- NE 28th Water Quality Filter and Outfall Vault - \$470,000

Streets and Sidewalks Projects

- Pedestrian Improvements Draft Construction Plans - \$200,000
- Lake WA Blvd Overlay - \$110,000
- 81st Ave Overlay - \$70,000

City Hall Project

- Lobby and Workspace Planning and Design - \$20,000



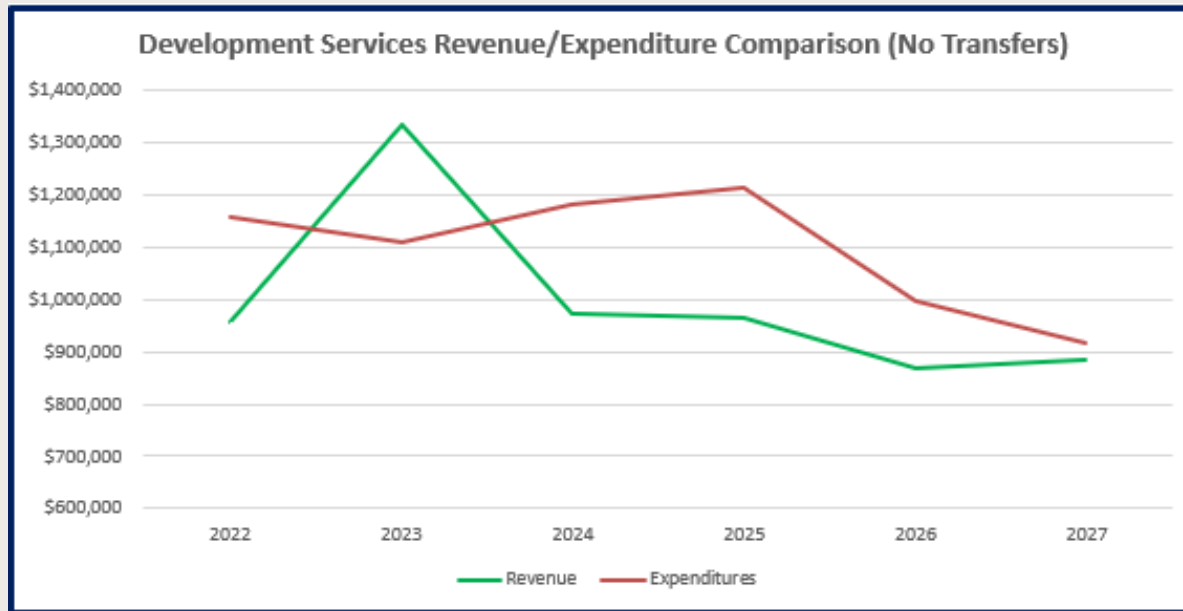


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2027 DEVELOPMENT SERVICES FUND

Fund includes only current planning and development activities, including prorations of 50% of the personnel cost associated with the Director position, and 20% of the personnel cost of the Coordinator position. The remaining personnel cost proportions for these positions are within the Long-Range Planning section of the General Fund budget.



- Overall budget is down 10.64%
- Development related consultants remain at an expected level of inflationary growth
- Development Services fee study to begin in Q4 2026 to align with goal of 100% cost recovery for services rendered

2022	2023	2024	2025	2026	2027
\$ 400,000	\$ 255,704	\$ 498,591	\$ 267,506	\$ 15,013	\$ 92,600



Beginning of Year Cash Balances



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5. 2027 Capital Fund
6. 2027 Development Services Fund
7. **Estimated Year End Cash Balances**
8. Questions?

ESTIMATED END OF YEAR CASH BALANCES

Fund Type	EOY Balance	Required Balance	Notes
General Fund	\$ 6,621,854	\$ 2,398,025	25% of 2027 Budget
Street Fund	\$ 356,272	N/A	No Policy
Development Services Fund	\$ 484,059	N/A	No Policy
Tree Fund	\$ 27,046	N/A	No Policy
Levy Stabilization Fund	\$ 2,685,000	\$ 2,000,000	Per Levy
Contingency Fund	\$ 1,750,000	\$ 2,398,025	Max Balance
Capital Projects Fund	\$ 9,150,766	N/A	No Policy
Equipment Replacement Fund	N/A	N/A	2027 Add
Storm Water Fund	N/A	N/A	2027 Add
Total Cash:	\$ 21,074,997		

- State requirement to carry over a minimum balance of 25% from year to year to cover General Fund expenses in Q1.
 - Expected 66.4% Carryover for 2027.
 - Large one-time sales tax allocation caused the growth of fund balance.
- Please note that a large portion of the Development Services Fund Balance is held in Advanced Deposits and ROW Permit Bonds.

QUESTIONS?



2027 Budget Calendar City of Medina, Washington

Statutory Dates	Planned/Actual Dates	2027 Budget Process
July 1, 2026	June 22, 2026	Council holds Public Hearing on 6 year Capital Improvement Plan (CIP/TIB/Non-TIB)
July 31, 2026	July 13, 2026	Council approves 6 year Capital Improvement Plan, file w/ Sec of Transp. by 7/31
No legal requirement	August 24, 2026	Staff and Council will participate in a budget retreat to make sure community needs are heard prior to the preliminary budget being put together.
Sept 11, 2026	July 27, 2026	Department Directors begin preparing 2027 Budget Requests.
Sept 24, 2026	August 27, 2026	Department Directors 2027 Budget requests submitted to Finance Director. RCW 35.33.031 and RCW 35A.33.030.
Oct 2, 2026	August 27, 2026	2027 Preliminary Budget estimates are presented to the City Manager by Finance Director for modification, revision or addition. RCW 35.33.031 and RCW 35A.33.030.
No legal requirement	September 14, 2026	Council holds a Public Hearing to gather input on 2027 Preliminary Budget.
Oct 2, 2026	September 14, 2026	City Manager provides City Council with 2026 Revenue projections for the current year. City Manager provides a 2027 Preliminary Budget showing 2027 Revenue and Expenditures by Department.
No legal requirement	Sept 28, 2026	City Council holds a study session on 2027 Preliminary Budget. <i>Balancing decisions made if necessary.</i>
Nov 2, 2026	October 12, 2026	City Manager files 2027 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 25, 2026	October 12, 2026	City Council holds Preliminary Public Hearing on 2027 Budget & Revenue Sources (Property Tax Levy)
No legal requirement	October 14, 2026	Council holds an Open House to engage the public on the 2027 budget process and preliminary numbers.
No later than Nov 2, through Nov 20, 2026	Dates as needed prior to Nov 9 th meeting	City Clerk publishes notice of filing of 2027 Budget and publishes notice of public hearing on final budget once a week for two consecutive weeks.
Nov 21, 2026	Nov 9, 2026	Copies of 2027 proposed final budget are made available to the public at the Regular City Council meeting.



Nov 30, 2026 (KC due date) (Hearing due date 12/4/26)	Nov 9, 2026	Council holds Final Public Hearing and sets the 2027 Property Tax Levy to certify property tax levy to King County Assessor's Office
Dec. 31, 2026	Nov 9, 2026	Council adopts Final 2027 Budget at the Regular Monthly City Council meeting.
After Adoption	After Adoption	Copies of 2027 Final Budget Ordinance are filed with the Washington State Auditor's Office, MRSC and AWC.

DESCRIPTION	2023 Year-end Actuals	2024 Year-end Actuals	2025 Year-end Actuals	2026 Year-end Estimates	2027 Prelim. Budget	General Fund Year End Carryover Balances
GENERAL FUND						
BEGINNING FUND BALANCE	\$ 3,909,675	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,621,854	2027
REVENUES	8,352,385	8,787,239	9,199,205	10,458,694	9,515,333	Fund Balance
OPERATING TRANSFERS-IN						Excess/(Shortfall)
EXPENDITURES	6,484,612	7,084,708	7,563,562	7,827,957	9,187,993	\$4,014,695
OPERATING TRANSFERS-OUT	1,478,000	2,360,000	731,504	555,000	510,000	25% Policy Minimum
Year end carryover balance	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,621,854	\$ 6,439,194	\$2,424,498
STREET FUND						66.4%
BEGINNING FUND BALANCE	\$ 44,423	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	
REVENUES	157,028	94,585	189,689	121,347	118,607	
OPERATING TRANSFERS-IN	553,000	535,000	544,856	555,000	570,000	
EXPENDITURES	661,859	616,073	569,224	591,500	685,836	
OPERATING TRANSFERS-OUT						
Year end carryover balance	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	\$ 359,042	
DEV. SERVICES FUND						
BEGINNING FUND BALANCE	\$ 835,726	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	<i>Note: \$300,000+ of DS Balance is</i>
REVENUES	1,402,320	1,045,491	1,070,525	868,000	885,000	<i>Held within Advanced Deposits</i>
OPERATING TRANSFERS-IN			1,648	100,000	40,000	<i>Is Not Considered Usable Funds</i>
EXPENDITURES	1,287,355	1,279,693	1,274,780	997,823	916,964	
OPERATING TRANSFERS-OUT						
Year end carryover balance	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	\$ 492,094	
TREE FUND						
BEGINNING FUND BALANCE	\$ 72,938	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	
REVENUES	950	888	21,000	1,500	3,075	
OPERATING TRANSFERS-IN						
EXPENDITURES	25,431	25,853	3,946	15,000	30,000	
OPERATING TRANSFERS-OUT						
Year end carryover balance	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	\$ 121	
LEVY STABILIZATION FUND						
BEGINNING FUND BALANCE	\$ 1,000,000	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	
OPERATING TRANSFERS-IN	1,000,000	400,000	285,000		-	
OPERATING TRANSFERS-OUT						
Year end carryover balance	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	\$ 2,685,000	Must have min. of \$2M by 12/31/2025
CAPITAL PROJECTS FUND						
BEGINNING FUND BALANCE	\$ 5,930,906	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	
REVENUES	1,847,997	2,593,966	2,374,528	1,488,536	1,495,000	
OPERATING TRANSFERS-IN						
EXPENDITURES	703,567	2,473,386	693,214	865,000	1,570,000	<i>Note: CPF balances do not include contractor retainage</i>
OPERATING TRANSFERS-OUT	75,000	75,000	100,000	100,000	100,000	<i>activity amounts</i>
Year end carryover balance	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	\$ 8,975,766	
CONTINGENCY FUND						
BEGINNING FUND BALANCE	\$ 250,000	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
REVENUES	\$ -				\$ -	
OPERATING TRANSFERS-IN	\$ -	\$ 1,500,000			\$ -	
OPERATING TRANSFERS-OUT	\$ -				\$ -	
Year end carryover balance	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
TOTAL ALL FUNDS BUDGET						
BEGINNING FUND BALANCE	\$ 11,907,170	\$ 14,505,026	\$ 15,547,482	\$ 18,434,200	\$ 21,074,997	
REVENUES	11,760,680	12,522,169	12,854,947	12,938,077	12,017,015	
OPERATING TRANSFERS-IN	1,553,000	2,435,000	831,504	655,000	610,000	
EXPENDITURES	9,162,825	11,479,713	10,104,726	10,297,280	12,390,794	
OPERATING TRANSFERS-OUT	1,553,000	2,435,000	831,504	655,000	610,000	
Year end carryover balance	\$ 14,505,026	\$ 15,547,482	\$ 18,434,200	\$ 21,074,997	\$ 20,701,218	

LEGISLATIVE SERVICES

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

LEGAL

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

SOCIAL AND ENVIRONMENTAL SERVICES

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

RECREATIONAL - LIFEGUARD

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

Long Range Planning

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		
							Notes:
	Planning						1.2 FTE 3.8 CPI-W (Split from Dev Services)
001 000 000 558 60 11 00	Salary and Wages	61,222	67,305	66,468	178,849	▲165.73%	.5 FTE Director, .5 FTE Building Official, Split for Code Enforcement , .2 FTE Coordinator for Planning Commission Work Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 558 60 11 16	ICMA 457 Plan	3,000	3,000	3,000	6,000	▲100.00%	
001 000 000 558 60 21 00	Personnel Benefits	36,000	15,940	13,250	46,505	▲191.75%	
001 000 000 558 60 41 01	Long Range Planning Consultant	150,000	150,000	95,000	250,000	▲66.67%	Phase 2 for Middle Housing and other assorted planning projects, refer to City's planning calendar \$4K for Tree Plotter Software
001 000 000 558 62 41 00	Unfunded Mandate	65,000	34,000	32,000	75,000	▲120.59%	
001 000 000 558 60 41 03	Code Enforcement		5,000	3,000	5,000	▲0.00%	
001 000 000 558 66 49 00	Misc.		6,500	6,000	6,000	▼7.69%	
	TOTAL LONG RANGE PLANNING	315,222	281,745	218,718	567,354	▲101.37%	

EXECUTIVE

		2022	2023	2024	2025	2026	2026	2027		
		Year End	Year End	Year End	Year End	Adopted	Year End	Prelim.		
ACCOUNT NUMBER	DESCRIPTION	Actuals	Actuals	Actuals	Actuals	Budget	Est.	Budget		Notes:
EXECUTIVE										FTE's: 1
SALARIES & WAGES										
001 000 000 513 10 11 00	Salaries & Wages	221,558	191,813	194,780	274,028	229,021	229,021	237,724	▲3.80%	CPI-W=3.8% COLA-- See Salary Model for addl details
001 000 000 513 10 21 50	Auto Allowance	2,983	5,989	6,000	6,806	8,500	8,500	8,500	▲0.00%	
001 000 000 513 10 11 16	ICMA 457 Plan	13,164	13,245	24,554	13,094	4,800	4,800	4,800	▲0.00%	
TOTAL SALARIES & WAGES		237,705	224,824	238,192	305,667	242,321	242,321	251,024	▲3.59%	
PERSONNEL BENEFITS										
001 000 000 513 10 21 00	Personnel Benefits	21,339	13,528	19,147	30,617	43,282	46,000	45,322	▲4.71%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
TOTAL PERSONNEL BENEFITS		21,339	13,528	19,147	30,617	43,282	46,000	45,322	▲4.71%	
OTHER SERVICES AND CHARGES										
001 000 000 513 10 41 00	Lobbyist	36,128	33,000	39,000	78,053	36,000	36,000	36,000	▲0.00%	SR520 Lobbyist
001 000 000 513 10 43 00	Travel & Training	285	35	1,086	2,235	3,000	7,500	10,000	▲233.33%	Training
001 000 000 513 10 49 01	Dues, Subscr.	-	-	365	-	1,000	1,000	2,000	▲100.00%	
TOTAL OTHER SERVICES & CHARGES		36,413	33,035	40,451	80,288	40,000	44,500	48,000	▲20.00%	
TOTAL EXECUTIVE DEPARTMENT		295,456	271,387	297,790	416,572	325,603	332,821	344,346	▲5.76%	

FIRE AND MEDICAL

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

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
POLICE DEPARTMENT										FTE: 12
SALARIES & WAGES										
001 000 000 521 20 11 00	Salaries & Wages	1,208,938	1,200,455	1,307,772	1,375,578	1,425,110	1,440,000	1,626,777	▲14.15%	CPI-W=3.8% COLA 2 non-rep employee; 3.8% CBA Clerical;N/A CBA PD est ceiling COLA 10 employees
001 000 000 521 20 11 11	Longevity	21,180	24,607	28,397	37,341	40,110	43,000	42,443	▲5.82%	
001 000 000 521 20 11 14	Education	9,587	1,449	608	600	600	600	600	▲0.00%	
001 000 000 521 20 11 16	ICMA 457 Plan	41,252	50,585	44,317	46,125	49,000	56,000	52,600	▲7.35%	
001-000-000-521-20-11-17	Opt Out Medical	31,757	23,998	27,115	36,670	40,234	38,500	42,648	▲6.00%	
001 000 000 521 20 11 18	Night Shift Differential	9,504	11,972	11,661	13,097	20,808	21,500	25,162	▲20.92%	Based on "average" week of coverage provided by Sergeant
001 000 000 521 20 11 19	Physical Fitness Incentive	10,961	11,620	13,182	15,182	19,063	14,000	16,000	▼16.07%	All officers utilizing
001 000 000 521 20 12 00	Overtime	118,568	112,384	114,316	165,447	130,000	130,000	130,000	▲0.00%	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)+ summer emphasis patrols
001 000 000 521 20 12 01	Exemplary Pay	75,511	50,255	50,221	65,094	71,205	72,108	79,655	▲11.87%	
001 000 000 521 20 13 00	Holiday Pay	-	42,291	-	62,198	72,811	68,000	84,133	▲15.55%	Increase due to potential additon of Juneteenth
TOTAL SALARIES & WAGES		1,527,258	1,529,617	1,597,590	1,817,332	1,868,940	1,883,708	2,100,018	▲12.36%	
PERSONNEL BENEFITS										
001 000 000 521 20 21 00	Personnel Benefits	388,916	416,295	425,867	461,806	536,540	509,000	606,897	▲13.11%	Payroll taxes, Medical (8.7% increase 2026), Dental benefits,etc, Pension
001 000 000 521 20 21 10	Personnel Benefits-Retirees	22,844	23,408	24,368	24,704	27,826	23,000	30,998	▲11.40%	Retired Officers Medical plus Long Term Care (+4%) + 12 mon rolling reimb(+10%)
001 000 000 521 20 22 00	Uniforms	32,013	15,998	17,520	25,165	17,500	17,500	25,000	▲42.86%	Uniform replacement
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	-	6,981	1,960	5,519	4,000	4,000	4,500	▲12.50%	Two vest replacements
001 000 000 521 20 23 00	Tuition	3,017	4,954	2,744	1,257	6,000	6,400	15,750	▲162.50%	Two officers collecting on tuition reimbursement
TOTAL PERSONNEL BENEFITS		446,789	467,637	472,460	518,451	591,866	559,900	683,145	▲15.42%	
SUPPLIES										
001 000 000 521 20 31 00	Office Supplies	12,925	23,354	21,949	20,346	15,000	15,000	20,000	▲33.33%	
001 000 000 521 20 31 01	Off Equip, IT HW, SW <\$5K	18,041	8,523	13,853	2,262	6,000	500	6,000	▲0.00%	Upgrades, normal operating costs
001 000 000 521 20 31 40	Police Operating Supplies	5,937	16,519	24,078	18,961	20,000	6,000	18,000	▼10.00%	Evidence processing equip, radio batteries, etc.; NARCAN replacement
001 000 000 521 20 31 60	Ammo/Range (Targets, etc.)	10,903	5,624	3,679	7,191	11,000	8,000	10,000	▼9.09%	Per ofc. contract and for training/firearms qualifications - ammo costs
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	28,220	35,126	36,664	342,345	35,000	37,000	60,000	▲71.43%	Includes bridge tolls,fuel costs
001 000 000 521 20 35 20	Firearms (purchase & repair)	649	100	4,662	2,754	2,500	6,550	6,000	▲140.00%	
TOTAL SUPPLIES		76,675	89,247	104,885	393,859	89,500	73,050	120,000	▲34.08%	
OTHER SERVICES & CHARGES										
001 000 000 521 20 41 00	Professional Services	7,365	6,821	4,000	3,715	4,000	4,000	4,000	▲0.00%	
001 000 000 521 20 41 50	Recruitment-Background	4,836	14,951	2,500	10,803	5,000	4,300	5,000	▲0.00%	Public Safety Testing fees
001 000 000 521 20 42 00	Communications (Phone,Pager)	15,453	16,007	15,000	18,159	18,000	16,500	15,000	▼16.67%	Cell phones and service, computer modems in patrol car, Internet service.
001 000 000 521 20 43 00	Travel & Training	1,897	3,148	10,000	18,582	18,000	25,000	25,000	▲38.89%	Ongoing training requirements, large mandatory CJTC training requirements increase, new officers
001 000 000 521 20 45 00	Equipment-Lease & Rentals	14,018	5,425	2,500	2,039	2,000	3,000	3,000	▲50.00%	Copy machine
001 000 000 521 20 48 00	Repairs & Maint-Equipment	12,043	9,649	28,000	1,425	12,000	4,500	12,000	▲0.00%	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of \$2500
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	14,368	5,866	8,500	11,770	10,000	12,200	10,000	▲0.00%	
001 000 000 521 20 49 30	Animal Control	500	-	-	-	-	1,000	5,000		New for 2026
001 000 000 521 20 49 40	Dues,Subscriptions,Memberships	6,289	5,649	5,000	5,210	7,000	6,000	7,000	▲0.00%	Professional Memberships
001 000 000 521 20 49 41	Lexipol Manuals	5,150	550	6,000	(2,827)	9,000	6,628	7,000	▼22.22%	Yearly maintenance agreement per contract to Lexipol. PowerDMS needed for WASPC Accreditation Requirements
001 000 000 521 20 49 60	Crime Prevention/Public Educ	6,506	4,776	5,500	253	7,500	6,000	7,500	▲0.00%	Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
TOTAL OTHER SERVICES & CHARGES		88,424	72,862	87,000	69,129	92,500	89,128	100,500	▲8.65%	
INTERGOVERNMENTAL SERVICES										
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	65,533	81,566	65,533	92,773	85,808	92,011	\$101,383	▲18.15%	NORCOM - 2027 Estimate per Norcom
001 000 000 521 20 41 20	Dispatch-PSERN	6,020	8,899	6,500	11,519	12,000	16,500	17,325	▲44.38%	Per contract - cost to maintain 800 Mhz police radio connectivity
001 000 000 521 20 41 40	Marine Patrol Services	88,000	95,568	90,000	101,553	108,000	113,400	119,070	▲10.25%	Anticipated cost with Mercer Island
001 000 000 521 20 41 41	Belleuve CARE program	5,739	9,805	28,000	8,375	8,000	10,500	9,000	▲12.50%	Increase due to 2026 trend
001 000 000 521 20 41 55	Jail Service-Prisoner Board	3,805	1,321	15,000	21,465	14,000	16,000	17,500	▲25.00%	King County Jail/SCORE/Kirkland Jail
001 000 000 521 20 41 60	Prisoner Transport	-	-	500	-	500	-	500	▲0.00%	Cost to shuttle prisoners from jail to court and back to jail
TOTAL INTERGOVERNMENTAL SERVICES		169,097	197,160	205,533	235,685	228,308	248,411	264,778	▲15.97%	
TOTAL POLICE DEPARTMENT		2,308,242	2,356,523	2,467,468	3,034,456	2,871,115	2,854,197	3,268,441	▲13.84%	

CENTRAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
CENTRAL SERVICES										FTE's: 3
	SALARIES & WAGES									
001 000 000 518 10 11 00	Salaries & Wages	294,274	301,992	315,096	317,519	337,380	221,000	303,930	▼9.91%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 3 employees--see salary model notes for details
001 000 000 518 10 11 11	Longevity	4,634	6,783	6747.84	9,044	9,209	10,250	10,640	▲15.53%	
001 000 000 518 10 11 14	Education	1,798	1,799	1800	1,800	1,800	1,800	1,800	▲0.00%	
001 000 000 518 10 11 16	ICMA 457 Plan	2,995	3,999	6725.52	7,125	12,000	3,250	12,000	▲0.00%	
001 000 000 518 10 11 17	Opt-Out of Medical	9,194	9,990	11545.31	8,277	-	8,200	-		Assumes full participation
001 000 000 518 10 12 00	Overtime				4,104		15,000	3,500		
	TOTAL SALARIES & WAGES	312,894	324,563	341,915	347,869	360,389	259,500	331,870	▼7.91%	
	PERSONNEL BENEFITS									
001 000 000 518 10 21 00	Personnel Benefits	109,936	112,691	122,641	107,459	114,691	83,000	109,910	▼4.17%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS				107,459	114,691	83,000	109,910	▼4.17%	
	Office and Operating Supplies									
001 000 000 518 10 31 00	Office and Operating Supplies	28,242	23,432	13,004	15,351	35,000	25,000	25,000	▼28.57%	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs
001 000 000 518 10 41 00	Professional Services	136,647	106,114	267,023	49,557	37,200	25,000	25,000	▼32.80%	Proshred - \$2,200, Municode Codification Updates - \$4,000, Debtbook - \$6,000, Civic Plus Website and Notification Platform Update -
001 000 000 518 10 42 00	Postage/Telephone	3,048	2,877	2,389	1,642	8,000	7,800	10,000	▲25.00%	Postage (City Hall printing/mailling services); fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	6,379	4,973	8,468	3,086	8,000	2,000	6,000	▼25.00%	Training for clerk, Deputy Clerk/Admin Asst, ISC
001 000 000 518 10 44 00	Advertising	11,912	13,362	9,810	8,248	7,500	9,000	7,500	▲0.00%	Development and Clerk related legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	26,450	19,778	20,940	24,774	28,000	36,000	30,000	▲7.14%	Calculated using current year YTD, annualized
001 000 000 518 10 48 00	Repairs & Maint-Equipment	-	233	662	430	750	250	750	▲0.00%	office equipment repairs - Printer Svcs-Budget
001 000 000 518 10 49 10	Miscellaneous	1,440	205	1,322	5,146	6,000	3,500	6,000	▲0.00%	City Council Meeting Food and Drink
001 000 000 518 10 49 20	Dues, Subscriptions	415	730	435	636	700	500	700	▲0.00%	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	13,422	10,011	7,354	8,878	18,000	15,000	55,000	▲205.56%	Community mailings placeholder, Strategic Communications Plan (Consultant) \$40,000
001 000 000 518 10 49 40	Photocopies	382	139	28	22	500	250	500	▲0.00%	Most expenditures reflect pass through costs related to public records
	TOTAL OTHER SERVICES & CHARGES	228,338	181,855	331,436	117,770	149,650	124,300	166,450	▲11.23%	
	BUILDING MAINTENANCE									
001 000 000 518 30 45 00	Facility Rental	7,983	9498.34	3643	5,884	4,800	6,000	6,000	▲25.00%	1 Public Storage Unit
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	82,767	94583.42	82687.49	77,019	60,000	60,000	60,000	▲0.00%	\$10k City Hall & PO cleaning Maint. \$5k Beach/Park Bathroom cleaning, \$10k HVAC Maint., Alarm/Fire Monitoring \$2,500, fire inspt, misc cleaning, bug service etc.
	TOTAL BUILDING MAINTENANCE	90,750	104,082	86,330	82,903	64,800	66,000	66,000	▲1.85%	
	IT HW, SW, Operating Supplies									
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	17,789	17,789	549	769	1,500	500	1,500	▲0.00%	Replacement mouse, keyboards, Data Center replacement battery, etc
	Technical Services, IT									
001 000 000 518 80 41 50	Technical Services, IT	222,407	304,475	195,152	171,025	170,000	150,000	160,000	▼5.88%	IT Managed Services (less 15.56% for TIG DS allocation) \$160,000 for Maint, monitoring, helpdesk, incident support;
	Software Services (Split from Technical Services)									
001 000 000 518 80 41 60	Software Services (Split from Technical Services)			121,012	154,195	150,000	160,000	175,000	▲16.67%	Email Social Media archive, GovDelivery (Granicus), Municode Website hosting and Agenda Management, Internet, DUO Access, Azure Storage, O365 Licenses, Phones/Meetings Software Subscription, NextRequest PRA Software, Blue Beam Electronic Plan Review, Laserfiche, Sophos, DocuSign., Communications Tools
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Maint.	4,202	11,442	4,914	7,662	15,000	8,000	12,000	▼20.00%	VEEAM,Cisco SmartNet, Avidex, Domain Name Renewal, Vision Application Suite, Cisco FirePower, Cisco Umbrella
	TOTAL INFORMATION TECHNOLOGY	244,398	333,706	321,626	333,650	336,500	318,500	348,500	▲3.57%	
	SUBTOTAL CENTRAL SERVICES	876,380	944,206	1,081,306	989,651	1,026,030	851,300	1,022,730	▼0.32%	
	CAPITAL EXPENDITURES									
001 000 000 594 14 64 00	City Hall - IT HW/SW >\$5K Capital Outlay				56,000	57,000	57,185	57,000	▲0.00%	HW: VxRail Server Replacement with Storage Array \$135,000 over three (3) years at \$45,000/year, Computer Replacement (6) \$12,000
	TOTAL CAPITAL EXPENDITURES				56,000	57,000	57,185	57,000	▲0.00%	
	TOTAL CENTRAL SERVICES				1,045,651	1,083,030	908,485	1,079,730	▼0.30%	

FINANCE AND HUMAN RESOURCES

		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER DESCRIPTION		Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Est.	Prelim. Budget		Notes:
FINANCE DEPARTMENT										FTE's: 1.7
001 000 000 514 20 11 00	SALARIES & WAGES Salaries & Wages	215,430	190,255	203,896	217,081	233,054	218,000	241,910	▲ 3.80%	CPI-W=3.8% COLA---see salary model notes
001 000 000 514 20 11 16	ICMA 457 Plan	9,179	10,495	9,250	8,750	9,000	9,000	9,000	▲ 0.00%	Assumes full participation
TOTAL SALARIES & WAGES		224,608	200,749	213,146	225,831	242,054	227,000	250,910	▲ 3.66%	
PERSONNEL BENEFITS										
001 000 000 514 20 21 00	Personnel Benefits	54,118	50,950	65,142	60,732	68,575	60,000	65,733	▼ 4.14%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 514 20 21 17	Opt-Out Of Medical	7,531	11,836	4,973	4,862	5,754	-	-	▼ 100.00%	
TOTAL PERSONNEL BENEFITS		61,650	62,786	70,115	65,594	74,329	60,000	65,733	▼ 11.56%	
OTHER SERVICES & CHARGES										
001 000 000 514 20 41 01	Professional Services	9,600	28,305	39,998	42,783	44,000	46,000	96,200	▲ 118.64%	Finance/Financial System Support + ADP Payroll and HR Platform, + ERP Project Implementation
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	24,500	7,238	36,096	-	25,000	20,000	25,000	▲ 0.00%	Hybrid model utilized, \$139 per hour but will save on travel expenses
001 000 000 514 20 43 00	Travel & Training	678	-	-	1,042	1,500	1,200	1,500	▲ 0.00%	Insurance related trainings, Finance related trainings
001 000 000 514 20 46 00	Insurance (AWC)	176,975	238,997	310,502	212,297	217,240	218,359	217,580	▲ 0.16%	Liability rate increase expected in October 2027, noticeless 15.56% alloc to DS
001 000 000 514 20 49 00	Misc-Dues,Subscriptions	1,921	234	99	783	1,000	800	1,000	▲ 0.00%	(Dues, Memberships),
001 000 000 514 20 49 10	Miscellaneous	3,547	10,650	5,137	6,056	15,000	7,500	15,000	▲ 0.00%	Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I, Election year costs (every other year is higher), 2027 increase due to 2026 actual:
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	12,857	11,172	1,218	12,226	12,000	14,396	14,000	▲ 16.67%	
TOTAL OTHER SERVICES & CHARGES		230,080	296,595	393,050	275,187	315,740	308,255	370,280	▲ 17.27%	
TOTAL FINANCE DEPARTMENT		516,338	560,130	676,311	566,612	632,123	595,255	686,923	▲ 8.67%	

32% of expense due to insurance

PARKS

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
	PARKS DEPARTMENT									FTE: 3 of 5 total allocated Public Works are split 60% Parks and 40% Streets
	SALARIES & WAGES									
001 000 000 576 80 11 00	Salaries & Wages	296,866	298,072	294,815	325,681	331,718	333,000	346,645	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 4 employees ---see salary model notes for details
001 000 000 576 80 11 11	Longevity	6,193	6,409	7,184	7,632	7,633	11,000	7,977	▲4.50%	
001 000 000 576 80 11 14	Education	3,236	3,194	3,240	3,105	3,240	3,240	3,240	▲0.00%	
001 000 000 576 80 11 16	ICMA 457 Plan	10,772	10,607	10,800	10,500	10,800	10,800	10,800	▲0.00%	Assumes full participation
001 000 000 576 80 11 17	Opt-Out of Medical	14,321	10,802	10,618	12,218	7,806	9,500	11,500	▲47.32%	
001 000 000 576 80 10 00	Salaries & Wages, SEASONAL WORKERS		10,779	23,264	14,414	22,089	17,500	22,089	▲0.00%	Seasonal Help
001 000 000 576 80 12 00	Overtime	9,360	12,355	10,327	15,233	17,054	15,000	17,395	▲2.00%	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
	TOTAL SALARIES & WAGES	340,748	352,218	360,248	388,783	400,340	400,040	419,646	▲4.82%	
	PERSONNEL BENEFITS									
001 000 000 576 80 21 00	Personnel Benefits	104,911	112,142	114,778	113,485	118,429	124,000	125,543	▲6.01%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 576 80 22 00	Uniforms	2,270	1,535	1,970	1,992	2,800	2,200	3,000	▲7.14%	
	TOTAL PERSONNEL BENEFITS	107,181	113,677	116,748	115,477	121,229	126,200	128,543	▲6.03%	
	SUPPLIES									
001 000 000 576 80 31 00	Operating Supplies	38,517	28,003	35,078	31,067	37,000	36,000	37,000	▲0.00%	Garbage bags, toilet paper, fertilizer, bark, topsoil, Mutt Mitts, bathroom supplies, Purell sanitizer, light bulbs, paint, mower blades, irrigation parts, tennis court nets, gloves, ear plugs, eye protection.
001 000 000 576 80 32 00	Vehicle Fuel & Lube	5,369	4,108	4,747	4,721	5,000	7,500	5,000	▲0.00%	Public Works equipment & vehicles
	TOTAL SUPPLIES	43,886	32,111	39,825	35,788	42,000	43,500	42,000	▲0.00%	
	OTHER SERVICES & CHARGES									
001 000 000 576 80 41 00	Professional Services	10,891	5,374	10,522	15,617	20,000	5,000	18,000	▼10.00%	Arborist, irrigation repairs, engineering, Back-flow device testing, hazardous material disposal, fertilizing and sprayin
001 000 000 576 80 41 04	Professional Services-Misc	7,471	7,610	9,951	10,980	4,000	11,200	6,000	▲50.00%	Debris Disposal Dumpster
001 000 000 576 80 42 00	Telephone/Postage	6,346	9,483	5,483	8,846	8,000	6,600	8,000	▲0.00%	Mobile phones, alarm/fire monitoring line, interne
001 000 000 576 80 43 00	Travel & Training	2,576	423	320	1,023	4,000	750	4,000	▲0.00%	Pesticide training, flagger training, certifications, licenses, conferences, qtrly safety meetings
001 000 000 576 80 47 00	Utilities	29,782	41,098	40,648	48,847	28,000	34,000	32,000	▲14.29%	Utilities for public works shop and park restrooms, irrigation water, pond power
001 000 000 576 80 48 00	Repair & Maint Equipment	7,055	8,585	4,914	13,939	12,500	1,500	12,500	▲0.00%	Backhoe, Mowers, non-road vehicles
001 000 000 576 80 49 00	Miscellaneous, annual lease	1,000	-	500	-	600	600	600	▲0.00%	Yearly lease for Shop Yard
001 000 000 576 80 49 01	Misc-Property Tax	339	283	276	348	450	391	450	▲0.00%	KC Real Estate Tax
	TOTAL OTHER SERVICES & CHARGES	65,459	72,856	72,613	99,600	77,550	60,041	81,550	▲5.16%	
	TOTAL PARKS DEPARTMENT	557,274	570,862	589,434	639,648	641,119	629,781	671,739	▲4.78%	

FUND TRANSFERS OUT

		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER	DESCRIPTION	Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Actuals	Prelim. Budget		
										Notes:
OPERATING TRANSFERS										Transfer to offset projected deficit
From General Fund to:										
001 000 000 597 00 30 00	Levy Stabilization Fund	\$ 500,000	1,000,000	\$ 400,000	\$ 285,000	\$ -	\$ -	\$ -		
001 000 000 597 00 00 03	Street Fund	\$ 405,628	478,000	\$ 460,000	\$ 440,000	\$ 455,000	\$ 455,000	\$ 470,000	▲3.30%	
001 000 000 597 00 30 04	Development Service Fund	\$ 1,010,835				\$ 100,000	\$ 100,000	\$ 40,000	▼60.00%	
TOTAL TRANSFERS FROM GENERAL FUND		1,916,463	1,478,000	1,860,000	725,000	555,000	555,000	510,000	▼8.11%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
From Capital Projects Fund to:										
307 000 000 597 00 00 30	Street Fund	-	75,000	75,000	100,000	100,000	100,000	100,000	▲0.00%	
TOTAL TRANSFERS FROM CAPITAL FUND		-	75,000	75,000	100,000	100,000	100,000	100,000		
TOTAL OPERATING TRANSFERS		1,916,463	1,553,000	1,935,000	825,000	655,000	655,000	610,000	▼6.87%	

Equipment Replacement Fund

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Est.	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
100 000 000 594 18 64 00	CITY HALL CAPITAL OVERLAY City Hall Capital 5K>	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	Axon body cameras, Tasers, Four PD Vehicles (Purchased) Mandated mobile platform requirements Vehicle leasing costs - 4 vehicles (this is included in line above) Park Benches & Tables, Flags, Tennis Court Accessories (Replacement Gass Ride on Mower, Electric is \$70K) Replacement Ford Ranger - \$46K Asset Essentials Licensing \$5k, Electronic Street Notifications Sign
	TOTAL CITY HALL CAPITAL OUTLAY	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	
	POLICE DEPARTMENT CAPITAL OUTLAY									
100 000 000 594 21 64 10	Surveillance Cameras and Body Cameras		58,715	66,000	66,971	66,500	66,500	386,500	▲481.20%	
100 000 000 594 21 64 10	Police HW/SW, Equip >\$5K Capital		2,809	10,455	3,000	4,500	4,500	4,500	▲0.00%	
100 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	62,292	62,641	113,689	85,392	93,600	116,680	29,741	▼68.23%	
100 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost	16,741	22,412	18,989	24,904	27,600	25,000	12,319	▼55.37%	
	TOTAL PD CAPITAL OUTLAY	215,908	146,576	209,133	180,267	192,200	212,680	433,060	▲125.32%	
	PARKS DEPARTMENT CAPITAL OUTLAY									
100 000 000 594 76 30 00	Park Improvements		(3,100)	70	8,238					
100 000 000 594 76 00 00	Furniture and Equipment: Replacement	-		-	-	9,000	6,000	9,000	▲0.00%	
100 000 000 594 76 64 00	Parks Capital Outlay >\$5K	10,099	78,150	608	11,600	180,000	186,116	80,899	▼55.06%	
	TOTAL PARKS CAPITAL OUTLAY	10,099	75,050	608	11,600	189,000	192,116	89,899	▼52.43%	
	STREET FUND CAPITAL OUTLAY									
100 000 000 594 42 64 00	>\$5,000 Equipment, HW & SW	8,529	65,336	38,928	5,000	5,000	53,845	19,150	▲283.00%	
	TOTAL CITY STREET FUND	8,529	65,336	38,928	5,000	5,000	53,845	19,150		
	TOTAL EQUIPMENT REPLACEMENT	301,485	413,652	297,885	243,482	432,495	510,415	542,109	▲25.34%	

STREET FUND

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		
	CITY STREET FUND									
	SALARIES & WAGES									
101 000 000 542 30 11 00	Salaries & Wages	200,731	262,004	266,893	216,856	221,146	221,000	231,097	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA employees---see salary model notes for remaining staff
101 000 000 542 30 11 11	Longevity	4,129	4,423	5,488	5,088	5,089	8,000	5,343	▲5.00%	
101 000 000 542 30 11 14	Education	2,157	2,754	3,458	1,990	2,200	2,200	2,200	▲0.00%	
101 000 000 542 30 11 16	ICMA 457 Plan	7,181	12,154	8,550	7,000	7,200	7,200	7,200	▲0.00%	Assumes full participation
101 000 000 542 30 11 17	Opt-Out of Medical	9,547	7,436	7,079	8,145	5,212	7,500	8,000	▲53.49%	
101 000 000 542 30 10 00	Salaries & Wages (Seasonal Workers)			5,924	9,609	13,800	9,000	13,800	▲0.00%	Seasonal Help
101 000 000 542 30 12 00	Overtime	6,239	8,496	6,885	10,156	12,000	11,000	13,000	▲8.33%	Special Events:Medina Days, Seafair, Parkboard, Snow plowing
	TOTAL SALARIES & WAGES	215,908	297,268	304,277	258,844	266,646	265,900	280,640	▲5.25%	
	PERSONNEL BENEFITS									
101 000 000 542 30 21 00	Personnel Benefits	70,628	91,141	90,630	73,427	78,952	76,000	83,696	▲6.01%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
101 000 000 542 30 22 00	Uniforms	1,202	2,445	2,423	3,162	3,000	2,200	3,000	▲0.00%	
	TOTAL PERSONNEL BENEFITS	71,204	93,586	93,053	76,589	81,952	78,200	86,696	▲5.79%	
	ROAD & STREET MAINTENANCE									
101 000 000 542 30 31 00	Operating & Maintenance Supplies	5,652	4,406	4,951	5,467	7,000	6,500	9,000	▲28.57%	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings, sweeper brushes REET1 eligible
101 000 000 542 30 35 00	Small Tools/Minor Equipment	3,384	4,951	7,186	7,574	8,000	7,500	8,000	▲0.00%	Power tools, mower parts, Pole Saw, Weedeater
101 000 000 542 30 41 00	Professional Services	71,130	41,060	52,009	67,333	60,000	85,000	75,000	▲25.00%	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), REET1 eligible
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	20,971	8,389	7,038	13,646	60,000	22,000	50,000	▼16.67%	Environmental Requirements for Stormwater - Grant \$50k
101 000 000 542 30 41 10	Road & Street Maintenance	10,801	412	6,918	-	11,000	33,000	15,000	▲36.36%	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
101 000 000 542 30 45 00	Machine Rental	-	2,277	2,000	3,499	4,000	5,000	10,000	▲150.00%	ditch witch, compactor, compressor, manlift, boom mower for roadside
101 000 000 542 30 47 00	Utility Services	888	645	903	615	1,000	900	1,000	▲0.00%	Utility locates
101 000 000 542 30 48 00	Equipment Maintenance	350	9,569	8,611	11,136	7,000	6,500	8,000	▲14.29%	PW vehicle and power equip repairs
101 000 000 542 40 41 00	Storm Drain Maintenance	13,548	23,777	19,924	-	15,000	15,000	15,000	▲0.00%	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
101 000 000 542 63 41 00	Street Light Utilities	25,195	22,958	22,763	19,246	22,500	19,000	22,500	▲0.00%	PSE street light Power, REET1 eligible
101 000 000 542 64 41 00	Traffic Control Devices	13,602	11,558	3,249	12,467	10,000	3,500	10,000	▲0.00%	Posts, reflective signs(Fed Req), barricades, cones
101 000 000 542 66 41 00	Snow & Ice Removal	115	-	-	-	2,000	1,500	2,000	▲0.00%	Sand, ice melt
101 000 000 542 67 41 00	Street Cleaning	2,223	22,466	22,677	69,620	78,000	65,000	78,000	▲0.00%	Street sweeping
101 000 000 542 70 40 00	Street Irrigation Utilities	16,620	28,932	17,092	12,429	18,000	10,000	15,000	▼16.67%	
	TOTAL ROAD & ST MAINTENANCE	228,000	181,401	175,322	223,032	303,500	280,400	318,500	▲4.94%	
	TOTAL CITY STREET FUND	515,112	572,255	572,651	558,465	652,099	624,500	685,836	▲5.17%	

2026 Capital Fund Adopted Project List

Account Code	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Budget	2026 Actuals Est.	2027 Budget	2027 Budget Breakdown	2027 PROPOSED PROJECT LIST
CAPITAL STREETS:									STREETS:
307 000 000 595 30 63 01	\$ 595,770.00	\$ 134,584.00	\$ 364,415.00	\$ 170,198.00	\$ 260,000.00	\$ 260,000.00	\$ 180,000.00	\$ 70,000.00	81st Ave Overlay
								\$ 110,000.00	Lake WA Blvd Overlay
CAPITAL SIDEWALK:									SIDEWALK:
307 000 000 595 30 63 10	\$ 9,806.00	\$ 206,870.00	\$ 1,382,599.00	\$ 54,400.00	\$ 200,000.00	\$ 150,000.00	\$ 200,000.00	\$ 200,000.00	Pedestrian Improvements - Draft Construction Plans
CAPITAL PARKS:									PARKS:
307 000 000 594 76 63 20	\$ 117,292.00	\$ 34,211.00	\$ 57,768.00	\$ 93,977.00	\$ 420,000.00	\$ 125,000.00	\$ 70,000.00	\$ 50,000.00	Hardscaping and Landscaping Improvements
								\$ 20,000.00	Invasive Species Removal and Planting Plan
CAPITAL STORMWATER:									STORMWATER:
307.000 000 595 30 63 02	\$ 498,134.00	\$ 291,068.00	\$ 417,144.00	\$ 193,895.00	\$ 200,000.00	\$ 260,000.00	\$ 1,070,000.00	\$ 470,000.00	NE 28th Water Quality Filter and Outfall Vault/Biofiltration
								\$ 600,000.00	Medina Park North Pond Stormwater Improvements
CAPITAL BUILDING:									BUILDING IMPROVEMENTS:
307 000 000 594 18 60 00	\$ 15,393.00	\$ 42,559.00	\$ 286,874.00	\$ 149,758.00	\$ 40,000.00	\$ 120,000.00	\$ 50,000.00	\$ 20,000.00	Lobby and Workspace Planning and Design
								\$ 30,000.00	PW Fuel Station
TRANSFERS:									OTHER:
307 000 000 597 00 30 00		\$ 75,000.00	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	Transfer to Street Fund for Road Maintenance
TOTALS	\$ 1,236,395.00	\$ 784,292.00	\$ 2,583,800.00	\$ 762,228.00	\$ 1,220,000.00	\$ 1,015,000.00	\$ 1,670,000.00	\$ 1,670,000.00	
TREE FUND:									OTHER:
103 000 000 558 60 49 10	\$ 13,696.00	\$ 25,431.00	\$ 25,853.00	\$ 3,946.00	\$ 30,000.00	\$ 16,678.00	\$ 30,000.00	\$ 30,000.00	Tree Planting and Hazardous Tree Removal

DEVELOPMENT SERVICES FUND

Paid For By Permitting Fees										
		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER	DESCRIPTION	Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Est.	Prelim. Budget		
										Notes:
DEVELOPMENT SERVICES DEPT										FTE's: 3.5 Rob Salary and Benefits will be allocated 50/50 to DS and General Fund (Planning) Long Range Planning and Code Enforcement Has been pulled back to the General Fund to isolate development and permitting within this fund
401 000 000 558 60 11 00	SALARIES & WAGES Salaries & Wages	\$ 438,929.96	\$ 390,877.52	\$ 416,016.78	\$ 412,911.00	\$ 342,168.00	\$ 342,168.00	\$ 246,184.38	▼28.05%	CPI-W=2.7% COLA 3 non-rep employees; 2.7% CBA est COLA 1 employees-----see salary model notes for step increase info
401 000 000 558 60 12 00	Overtime	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -			Staff now conduct after-hours CAP open houses. Staff has the option of overtime or comp time.
401 000 000 558 60 11 11	Longevity			\$ 699.25	\$ 448.00					
401 000 000 558 60 11 14	Education	\$ 3,599.11	\$ 3,049.83	\$ 3,002.33	\$ 2,773.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	▲0.00%	
401 000 000 558 60 11 16	ICMA 457 Plan	\$ 16,569.33	\$ 18,714.88	\$ 16,500.00	\$ 15,875.00	\$ 12,000.00	\$ 15,000.00	\$ 9,000.00	▼25.00%	Assumes full participation
401 000 000 558 60 11 17	Opt-Out of Medical	\$ 5,066.40	\$ 5,073.96	\$ 12,172.42	\$ 8,094.00	\$ 5,408.00	\$ 12,000.00	\$ 12,000.00	▲121.89%	
TOTAL SALARIES & WAGES		\$ 467,164.80	\$ 420,716.19	\$ 451,390.78	\$ 440,101.00	\$ 364,976.00	\$ 371,568.00	\$ 269,584.38	▼26.14%	
PERSONNEL BENEFITS										
401 000 000 558 60 21 00	Personnel Benefits	\$ 147,270.25	\$ 130,549.62	\$ 129,538.76	\$ 121,623.00	\$ 103,950.00	\$ 108,000.00	\$ 63,686.00	▼38.73%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
401 000 000 558 60 23 00	Tuition Reimbursement									
TOTAL PERSONNEL BENEFITS		\$ 147,270.25	\$ 130,549.62	\$ 129,538.76	\$ 121,623.00	\$ 103,950.00	\$ 108,000.00	\$ 63,686.00	▼38.73%	
SUPPLIES										
401 000 000 558 50 31 00	Operating Supplies	\$ 741.36	\$ 209.64	\$ 987.83	\$ 136.00	\$ 1,500.00	\$ 600.00	\$ 1,000.00	▼33.33%	Development site signs, business cards, etc.
401 000 000 558 50 32 00	Vehicle Expenses - Gas, Oil, Maint.	\$ 3,633.90	\$ 2,625.31	\$ 685.22	\$ 1,233.00	\$ 1,000.00	\$ 600.00	\$ 1,000.00	▲0.00%	New vehicle basic maintenance
TOTAL SUPPLIES		\$ 4,375.26	\$ 2,834.95	\$ 1,673.05	\$ 1,369.00	\$ 2,500.00	\$ 1,200.00	\$ 2,000.00	▼20.00%	
OTHER SERVICES & CHARGES										
401 000 000 558 50 03 00	Insurance (WCIA)	\$ 32,611.74	\$ 44,040.71	\$ 57,217.08	\$ 38,865.00	\$ 58,933.59	\$ 39,955.00	\$ 40,094.07	▼31.97%	AWC Liability insurance. 15.56% alloc to DS
401 000 000 558 50 04 00	City Attorney, Dev. Serv.	\$ 4,927.50	\$ -	\$ 8,229.43	\$ 5,214.00		\$ 20,000.00	\$ 35,000.00		Estimate based upon 2026 Development activity.
401 000 000 558 50 05 00	Technical Services, Software Services	\$ 23,483.28	\$ 27,319.92	\$ 25,941.38	\$ 28,575.00	\$ 27,238.45	\$ 22,000.00	\$ 25,000.00	▼8.22%	IT - DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
401 000 000 558 60 41 00	Professional Services	\$ 50,910.00	\$ 96,720.00	\$ 74,497.25	\$ 65,205.00	\$ 35,000.00	\$ 10,000.00	\$ 30,000.00	▼14.29%	Building permit architectural and structural engineering review.
401 000 000 558 60 41 01	Planning Consultant	\$ 122,513.60	\$ 152,372.21	\$ 169,869.50	\$ 221,155.00	\$ 175,000.00	\$ 165,000.00	\$ 175,000.00	▲0.00%	Current planning.
401 000 000 558 60 41 02	Hearing Examiner	\$ 16,020.00	\$ 16,273.50	\$ 10,080.75	\$ 25,131.00	\$ 20,000.00	\$ 10,000.00	\$ 25,000.00	▲25.00%	Cost recovery through fee and deposit. Anticipated 2027 estimated increase due to new development impacts process.
401 000 000 558 50 41 06	Building Inspector Contract	\$ -	\$ 4,650.00	\$ 700.00	\$ 965.00	\$ 2,500.00	\$ 4,400.00	\$ 2,500.00	▲0.00%	Consultant inspections support for the Building Official. Vacations, medical leave, and similar.
401 000 000 558 60 42 00	Communications	\$ 2,570.98	\$ 1,182.42	\$ 4,595.48	\$ 2,800.00	\$ 5,000.00	\$ 2,500.00	\$ 4,000.00	▼20.00%	Estimate based upon prior years activities.
401 000 000 558 60 43 00	Travel & Training	\$ 2,112.28	\$ 1,844.96	\$ 5,849.93	\$ 1,861.00	\$ 5,000.00	\$ 1,500.00	\$ 4,000.00	▼20.00%	Staff training. Required for certifications and administrative improvements.
401 000 000 558 60 49 00	Dues, Subscriptions, Memberships	\$ 3,018.95	\$ 956.53	\$ 2,199.79	\$ 1,861.00	\$ 3,600.00	\$ 3,000.00	\$ 3,600.00	▲0.00%	Various DS related trainings
401 000 000 558 60 49 10	Miscellaneous	\$ 21,059.84	\$ 28,974.00	\$ 24,284.06	\$ 22,997.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	▲0.00%	Bank fees for permits paid by credit card which are reimbursed with customer fees, postal expenses for code enforcement, etc.
401 000 000 558 50 41 08	Sound Testing Consultant	\$ 21,371.66	\$ 13,377.82	\$ 10,080.00	\$ 2,310.00	\$ 1,500.00	\$ 3,200.00	\$ 3,500.00	▲133.33%	A new consulting contract in 2027 could change the estimate. Cost recovery uses fees only for certain sound tests (no advanced deposit).
401 000 000 558 50 41 55	Shoreline Consultant	\$ 34,000.00	\$ 12,682.50	\$ 56,765.70	\$ 30,431.00	\$ 32,000.00	\$ 60,000.00	\$ 45,000.00	▲40.63%	Shorelines and critical areas specialist. A new consulting contract in 2027 could change the estimate.
TOTAL OTHER SERVICES & CHARGES		\$ 334,599.83	\$ 400,394.57	\$ 450,310.35	\$ 447,370.00	\$ 389,772.04	\$ 365,555.00	\$ 416,694.07	▲6.91%	
CAPITAL OUTLAY										
401 000 000 594 60 64 00	DS- IT HW/SW >\$5K Capital Outlay	\$ 20,910.71	\$ 30,000.00		\$ 28,000.00	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	▲0.00%	Brightly (E-permitting, public portal); BlueBeam (License, Maintenance).
TOTAL CAPITAL OUTLAY		\$ 20,910.71	\$ 30,450.00	\$ 39,746.00	\$ 26,970.00	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	▲0.00%	
TOTAL DEVELOPMENT SERVICES		974,321	984,945	1,072,659	1,037,433	891,198	874,323	781,964	▼12.26%	
Paid For By Advanced Deposits										-
Expenses		2022	2023	2024	2025	2026	2026	2027		
DESCRIPTION		Year End Actuals	Year End Actuals	Year End Actuals	Year End Actual	Budget	Year End Est.	Preliminary Budget		Notes:
401 000 000 558 50 41 07	Engineering Consultant	\$ 79,892.39	\$ 60,577.76	\$ 72,016.39	\$ 121,013.00	\$ 85,000.00	\$ 86,000.00	\$ 85,000.00	▲0.00%	Grading & drainage Svcs similar to 2026 82% of 2026 of service costs have been recovered through Adv. Dep.
401 000 000 558 50 41 50	Arborist	\$ 102,983.19	\$ 65,082.50	\$ 37,946.25	\$ 54,801.00	\$ 50,000.00	\$ 37,500.00	\$ 50,000.00	▲0.00%	Arborist. Approx. 50% of the 2026 invoiced service costs, recovered through Adv. Deposit.
401 000 000 582 10 00 02	Refund of DS Adv Deposits	\$ 23,459.15	\$ 162,633.00	\$ 61,509.00	\$ 37,243.00	\$ 40,000.00	\$ 25,000.00	\$ 50,000.00	▲25.00%	Money returned to Payer upon completion of project
	Total Consulting Expenses:	\$ 206,334.73	\$ 288,293.26	\$ 171,471.64	\$ 213,057.00	\$ 175,000.00	\$ 148,500.00	\$ 185,000.00	▲5.71%	



CITY OF MEDINA

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

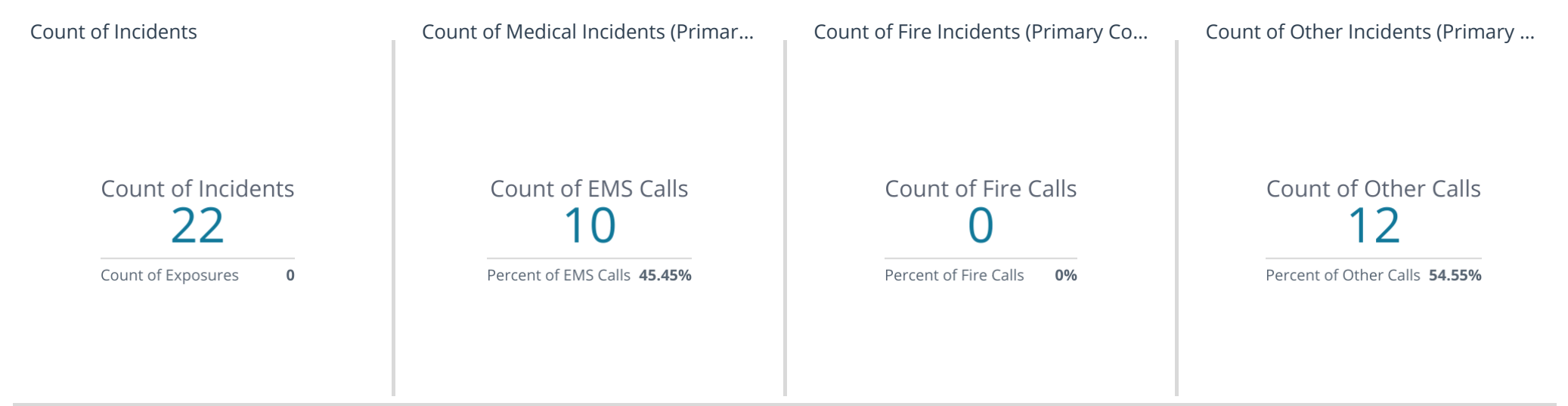
Date: October 12, 2026
To: Honorable Mayor and City Council
From: Jeff Swanson, City Manager
Subject: City Manager Report

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

Filter statement

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

Incident Types (NERIS)



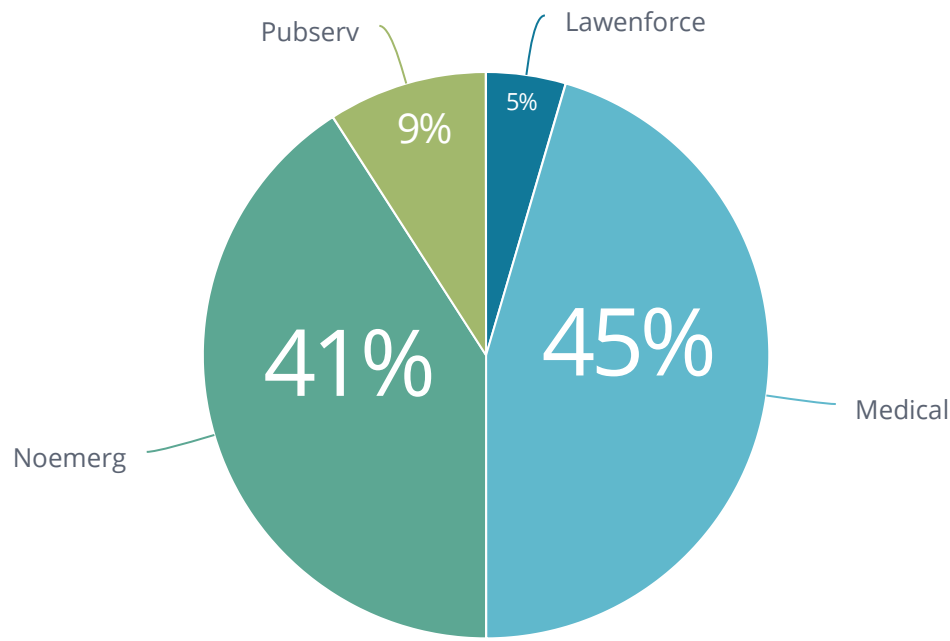
Incident Types (NERIS) - CC Medina

Oct 2, 2026 8:45:54 AM [Fire Incidents \(NERIS\)](#)

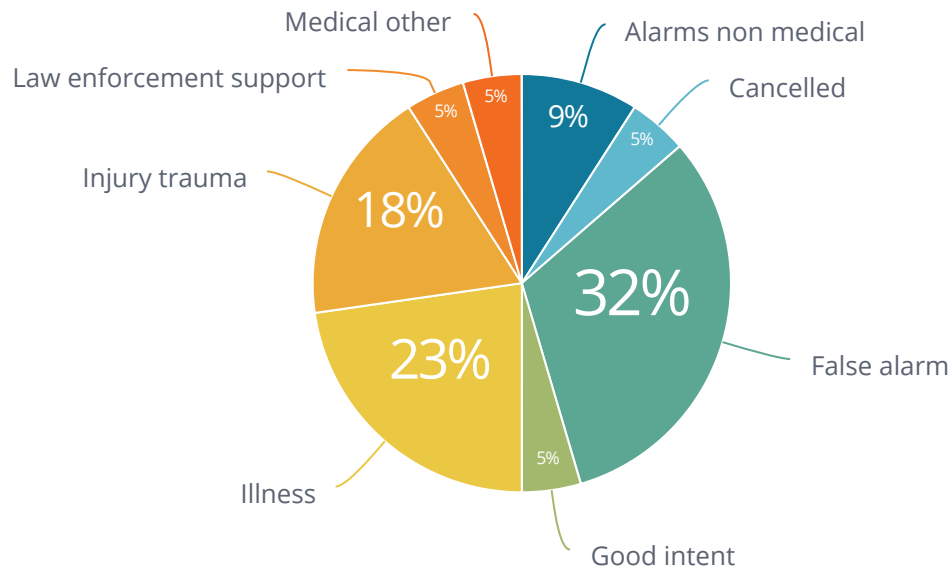
Filter statement

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

Primary Incident Type by Category



Primary Incident Types by Subcategory



Incident Types (NERIS) - CC Medina

Oct 2, 2026 8:45:54 AM [Fire Incidents \(NERIS\)](#)

Filter statement

Filters

Incident onset

Last Month

Incident status

Locked, Draft, InReview

Location city

MEDINA, Medina

Count of Fire Incidents

Incident Types (NERIS) - CC Medina Oct 2, 2026 8:45:54 AM [Fire Incidents \(NERIS\)](#)

Filter statement

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

Primary Incident Types (by month)

Primary Incident Type	Incidents	
	09/2026	Grand Total
Accidental alarm	2	
Altered mental status	1	
Cancelled	1	
Fall	3	
Fire / smoke alarm	2	
Heart problems	1	
Hemorrhage / laceration	1	
Law enforcement support	1	
Malfunctioning alarm	5	
Medical alarm	1	
No incident found upon arrival / location error	1	
Overdose	1	

Additional Incident Types (by month)

Additional Incident Type	Incidents	
	09/2026	Grand Total
Altered mental status	2	2
No appropriate choice (medical response)	1	1
Sick case	1	1
Grand Total	2	2

**Agenda Calendar - Current Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

	MEDINA CITY COUNCIL					
	2026 AGENDA/ACTION CALENDAR					
	Meetings scheduled for 5:00 pm, online (unless noticed otherwise).					
OCTOBER 12, City Council Regular Meeting, 5:00 pm						
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice	
Study Session	2027 Preliminary Budget	Swanson, Wagner				
Presentation	Expenditures Discussion					
City Manager Report	All department reports					
Consent Agenda	Check Register Sept. 2026					
Consent Agenda	PB Minutes 7/20	Nations	Receive and file			
Consent Agenda	PC Minutes 8/25	Bennett	Receive and file			
Consent Agenda	CC Draft Minutes	Nations	adopt			
Legislative Hearing	none					
Public Hearing	2027 Preliminary Budget - property tax	Wagner				
Public Hearing cont.	Development Impacts Ordinance No. 1062	Wilcox	Adopt			
City Business	None					
Closed Session	RCW 42.30.140(4)(a)					
Executive Session	None					
OCTOBER 26, City Council Regular Meeting, 5:00 pm						
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice	
Study Session	2027 Legislative Agenda					
Presentation						
City Manager Report						
Consent Agenda						
Consent Agenda						
Consent Agenda						
Consent Agenda						
Legislative Hearing	None					

Agenda Calendar - Current Meetings
ATTACHMENT 2

AGENDA ITEM 6.1a

Public Hearing	None				
City Business	ILAs with Bellevue Fire, Hunts Point and Beaux Arts Village	Swanson, Osada	Information and discussion		
City Business	2027 Budget Discussion	Wagner			
Executive Session	RCW 42.30.110(1)(i)	Robertson & Reitan			
NOVEMBER 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session					
Presentation					
City Manager Report	All department reports				
Consent Agenda					
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing	2027 Preliminary Budget	Wagner			
City Business	Park Enhancement and Donation Policy	Osada			
City Business	DRAFT Park Board Work Plan	Swanson, Osada	Information and discussion		
City Business					
Executive Session					
NOVEMBER 16, City Council Special Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Emergency Preparedness Table Top Exercise	Sass			
Presentation					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business					
City Business					
Executive Session					

**Agenda Calendar - Current Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

DECEMBER 14, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session					
Presentation					
City Manager Report	All department reports				
Consent Agenda					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business					
Executive Session					
DECEMBER 28, City Council Regular Meeting - CANCELLED					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business					
City Business					

Agenda Calendar - Past Meetings

ATTACHMENT 2

AGENDA ITEM 6.1a

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

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

Executive Session	RCW 42.30.110(1)(g)			Completed	
Executive Session	RCW 42.30.110(1)(i)			Completed	
FEBRUARY 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	2026 Draft Capital Project List	Osada	Discussion and direction.	Completed	
Presentation	Medina Elementary Students			Completed	
Presentation	Boards, Commissions, Committee Reports			Completed	
City Manager Report	State Legislative Update and all staff	Swanson/Staff		Completed	
Consent Agenda	Check Register - 13th month	Wagner	Approve	Approved	
Consent Agenda	PC Minutes 11/18/2025	Bennett	Receive and file	Received	
Consent Agenda	Draft Meeting Minutes 12/8/25 & 1/12/2026	Nations	Adopt	Adopted	
Legislative Hearing	None				
Public Hearing	None				
City Business	Committee Assignments	Mayor/Council		Discussed	
City Business	Financial Policies Update	Wagner		Discussed	
Executive Session	None				
FEBRUARY 23, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	IOC Bulk Discussion	Robertson, Wilcox		No Action	
Presentation	None				
City Manager Report	State Legislative Update, Tree Code update, Janaury financial report	Swanson, Wilcox, Wagner		Completed	
Consent Agenda	Check Register - January 2026	Wagner	Approve	Approved	
Consent Agenda	Updating Financial Policies Res. No. 458		Adopt	Adopted Res. NO. 458	
Legislative Hearing	none				
Public Hearing	none				
City Business	CAO - update	Wilcox	Adopt	Adopted Ord. No. 1053	
City Business	Committee Assignments	Mayor/Council	Approve assignments	Approved	

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

City Business	IOC Bulk	Robertson, Wilcox	Direction and potential adoption.		schedule public hearing 60 days - yes
City Business	City Council/Planning Commission Workplan	Swanson, Wilcox	Discussion item only	Direction given	
Executive Session	RCW 42.30.110(1)(i)			Completed	
MARCH 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	SAO Exit Conference	Wagner		Completed	
Study Session	CJTC Grant - Public Safety Sales and Use Tax	Sass		Completed/no action	
Presentation	Boards, Commissions, Committee Reports			Completed	
City Manager Report	All department reports			Completed	
Consent Agenda	Check Register Feb 2026		Approve	Approved	
Consent Agenda	Draft CC minutes 1/26/2026		Adopt	Adopted	
Consent Agenda	Medina Park - north pond invasive vegetation removal	Osada	Approve.	Approved	
Consent Agenda	City Hall Water Filler Station to Replace the Water Cooler Service	Osada	Approve.	Approved	
Legislative Hearing	none				
Public Hearing	none				
City Business	Tree Code Recommendations	Wilcox	Referral to PC		
City Business	CJTC Grant - Public Safety Sales and Use Tax	Sass	Adopt.	Adopted	
City Business	Draft PC Workplan	Swanson	Discussion and direction		
City Business	Process for Filling Council Vacancy	Swanson	Discussion and direction	Direction given	
City Business	IT Contract	Wagner	Approve.	Approved	
Executive Session	RCW 42.30.110(1)(g)	Swanson			
Executive Session	RCW 42.30.110(1)(i)	Osada			
MARCH 23, City Council Regular Meeting, 6:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice

Agenda Calendar - Past Meetings
ATTACHMENT 2

AGENDA ITEM 6.1a

Study Session	None - Start meeting at 6pm				
Presentation	None				
City Manager Report	State Legislative Update	Swanson			
Consent Agenda	2026 resurface Gravel Walkway	Osada		Approved	
Consent Agenda	2026 Post Office Interior Painting	Osada		Approved	
Consent Agenda	PC appointment Confirmation	Swanson		Approved	
Legislative Hearing	None				
Public Hearing	None				
City Business	HB 2015 Public Safety Sales Tax	Sass, Wagner, Robertson, Swanson		Completed	
Executive Session	RCW 42.30.110(1)(i)	Swanson		Completed	
Closed Session	RCW 42.30.140 (4)(a)	Archer, Wagner, Swanson		Completed	
APRIL 13, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	2026 Draft Capital Project List - Sidewalk design	Osada	Discussion and direction.		
Presentation					
City Manager Report	All department reports				
Consent Agenda	March Check Register	Wagner	Approve		
Consent Agenda	Draft CC minutes 2/9, 2/23, 2/24	Nations	Adopt		
Consent Agenda	Proclamation - Sexual Assault Awareness & Prevention Month April 2026	Swanson	Adopt		
Consent Agenda	Overlake Drive East Bridge Repair	Osada	Approve.		
Legislative Hearing	None				
Public Hearing	IOC Bulk	Robertson, Wilcox	Accept public Testimony		
City Business	None				
Executive Session	None				
APRIL 27, City Council Regular and Study Session Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

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

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

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

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

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

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

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

**Agenda Calendar - Past Meetings
ATTACHMENT 2**

AGENDA ITEM 6.1a

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

Agenda Calendar - Past Meetings
ATTACHMENT 2

AGENDA ITEM 6.1a

Consent Agenda	Resolution - Indigenous Peoples' Day Elementary Students Project		Adopt	Adopted Res.	
Legislative Hearing	None				
Public Hearing	Development Impacts Ordinance	Wilcox		continued to Oct. 12th meeting	published 9/3/2026
City Business					
City Business	2027 Preliminary Budget Expenditures Discussion	Wagner		moved to Oct.12th mtg.	
Closed Session	Collective Bargaining RCW 42.30.140(4)(a)			Completed	
Executive Session	RCW 42.30.110(1)(g)	Swanson		Completed	



MEDINA POLICE DEPARTMENT

DATE: October 12th, 2026

TO: Jeff Swanson, City Manager

FROM: Jeffrey R. Sass, Chief of Police

RE: Police Department Update – September, 2026

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

Follow up:

Nothing to report.

Medina Police Bike Patrol Program:

Officers Martin and Robles were the second wave of Medina Police Officers to attend the training course for national bicycle officer certification from September 28th – October 2nd. The officers rode over 80 miles throughout downtown Seattle, West Seattle and South Seattle. Medina Bike Patrol Officers have been able to conduct several bicycle patrols throughout our communities over the summer and early fall and interact with and educate our community members on bike and e-bike safety!



Schools:

All three Medina schools are back in session! Officers showed a strong presence at each school for drop-off and pick-up to promote safe driving behaviors and to welcome the kids back to school.

Marine Patrol:

Nothing to report.



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



FELONY CRIMES

Fraud

2026-00004344

09/01/2026

Officers were dispatched to the 8200 block of NE 8th Street for a report of the resident's name being used fraudulently to obtain financial aid at a nearby college. Report taken and resident advised to contact the college for follow up.

MISDEMEANOR CRIMES

Hit & Run

2026-000004425

09/05/2026

Officers were dispatched to the 2400 block of 78th Avenue NE for a report of a hit and run of an unattended parked vehicle. Report taken with no available suspect information at this time.

Malicious Mischief

2026-000004583

09/15/2026

Officers were dispatched to the 7800 block of NE 8th Street for a report of damage to a mailbox. Upon arrival, officers discovered a mailbox that had been damaged from some type of explosion – most likely a firework. No available suspect information at this time.

DUI

2026-00004646

09/19/2026

The nightshift patrol officer conducted a traffic stop in the 7600 block of westbound SR-520. Upon further investigation, the driver was subsequently arrested for suspicion of driving under the influence. Charges were filed with the prosecuting attorney's office.

DUI

2026-000004722

09/24/2026

The nightshift patrol officer observed a vehicle parked in the middle of the travel portion of the roadway in the 200 block of Overlake Drive East. Upon further investigation, the officer attempted to place the driver under arrest when the driver attempted to assault the officer. The officer successfully conducted a defensive tactics control maneuver and detained the subject until additional officers from neighboring jurisdictions arrived on scene to assist. The subject was then booked into jail on charges of DUI – Physical Control and Resisting Arrest.

Hit & Run

2026-000004815

09/29/2026

Officers were dispatched to the 2500 block of Medina Circle for a report of a hit and run. A large vehicle drove over the median, causing damage to the landscaping and irrigation system. Investigation ongoing.

OTHER



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT



AGENDA ITEM 6.1b

SEPTEMBER, 2026

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	5	4	5
Vehicle Prowl	0	3	0	0
Vehicle Theft	0	0	1	1
Theft (mail & all other)	0	7	7	8
ID Theft/Fraud	1	9	7	7
Malicious Mischief (Vandalism)	1	6	4	4
Domestic Violence	0	8	5	8
Disturbance, Harassment & Non-DV Assault	0	3	4	5
TOTAL	2	41	32	38

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	1	1
Community Assists	58	477	583	741
Marine	1	5	8	8
House Watch Checks	58	486	644	859
School Zone	47	223	187	264
Behavioral Health	2	17	9	14
TOTAL	166	1208	1432	1887

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
Collisions				
Injury	0	0	0	1
Non-Injury	2	7	2	5
Non-Reportable	0	0	3	4
TOTAL	2	7	5	10
Traffic Enforcement				
Criminal Citations	4	34	21	32
Infractions	6	162	232	273
Warnings	152	1546	1584	2057
TOTAL	162	1742	1837	2362

LICENSE PLATE READER EVENTS	Current Month	YTD 2026	YTD 2025	Year-End 2025
LPR alerts that were recovered	1	3	8	8
LPR alerts that were not located	5	18	33	41
LPR alerts that were located, not apprehended	0	0	0	0
TOTAL	6	21	41	49

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	7	39	41	58
Residential Alarms	18	126	154	202
Missing Person	0	5	4	4
Suspicious Activity/Area Checks	53	571	597	749
TOTAL	78	741	796	1013

ADMINISTRATIVE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Public Disclosure Requests Received	17	107	67	94
Concealed Pistol License Applications Processed	3	24	29	33
TOTAL	20	131	96	127

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



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



SEPTEMBER, 2026

FELONY CRIMES

MISDEMEANOR CRIMES

OTHER



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT

SEPTEMBER, 2026

AGENDA ITEM 6.1b

TOYOTA
HUNTS POINT
Washington

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	0	0	0
Vehicle Prowl	0	1	0	2
Vehicle Theft	0	0	0	0
Theft (mail & all other)	0	1	0	0
ID Theft/Fraud	0	1	2	2
Malicious Mischief (Vandalism)	0	0	0	0
Domestic Violence	0	3	3	4
Disturbance, Harassment & Non-DV Assault	0	0	1	2
TOTAL	0	6	6	10

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	0	0
Community Assists	3	63	112	132
Marine	0	3	6	7
House Watch Checks	5	54	70	90
Behavioral Health	1	0	1	1
TOTAL	9	120	189	230

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
Collisions				
Injury	0	1	0	0
Non-Injury	0	0	0	0
Non-Reportable	0	0	0	0
TOTAL	0	1	0	0
Traffic Enforcement				
Criminal Citations	4	15	10	12
Infractions	2	53	84	104
Warnings	51	414	380	518
TOTAL	57	482	474	634

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

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	2	4	4	5
Residential Alarms	0	16	16	25
Missing Person	0	0	0	0
Suspicious Activity/Area Checks	11	97	86	109
TOTAL	13	117	106	139

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

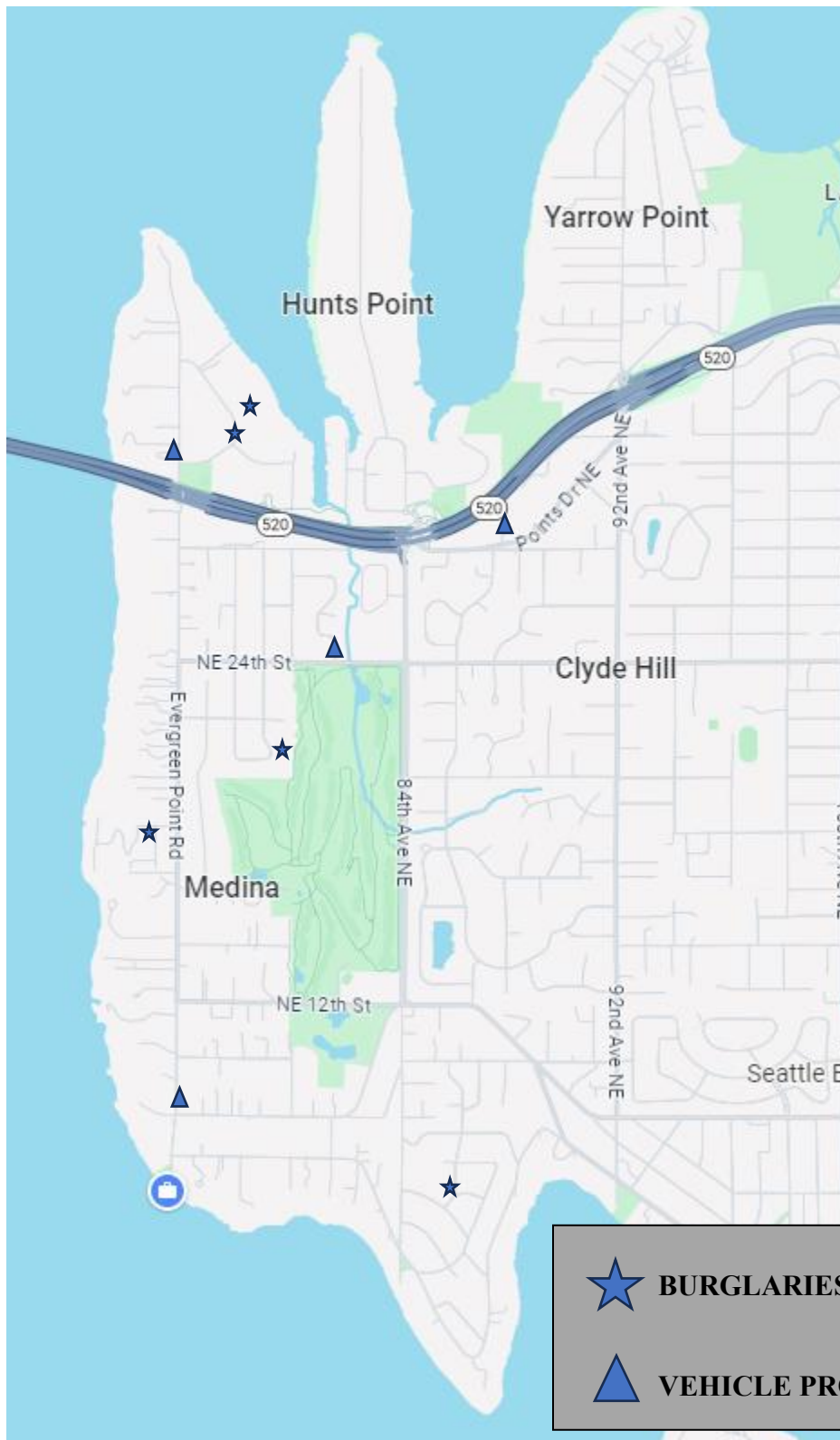


MEDINA POLICE DEPARTMENT

BURGLARY & MOTOR VEHICLE PROWL INCIDENT MAP



SEPTEMBER YEAR-TO-DATE





MEDINA POLICE DEPARTMENT

MONTHLY REPORTING STANDARDS



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

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

Suspicious Activity/Area Checks	Includes: • Noise complaints • Disturbances • Suspicious person/activity reports • Field contacts made by officers on patrol • Loud party calls, juveniles • Reports of dangerous driving • Weapons Complaints • Soliciting • Welfare Check • Prowler
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**This report does not include all calls for service handled by Medina Police Officers. It is meant to be an overview of general calls for service within the specified reporting period.*

September 2026 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	09/02/2026	B-26-055	\$478,000.00	1405 Evergreen Pt Rd.
B-ADD/ALT	09/02/2026	B-26-056	\$22,795.00	3665 FAIRWEATHER LN
B-ADD/ALT	09/02/2026	B-26-057	\$185,230.00	3663 FAIRWEATHER LN
B-ADD/ALT	09/10/2026	B-26-058	\$450,000.00	8431 RIDGE RD
TOTAL B-ADD/ALT:	4		\$1,136,025.00	
B-GAS	09/01/2026	G-26-022		410 Overlake Dr E.
B-GAS	09/16/2026	G-26-023		585 Overlake Dr E
B-GAS	09/17/2026	G-26-024		7657 NE 14th St
B-GAS	09/28/2026	G-26-025		8048 NE 8TH ST
TOTAL B-GAS:	4		\$0.00	
B-MECHANICAL	09/02/2026	M-26-064	\$90,000.00	8457 NE 5TH STREET
B-MECHANICAL	09/10/2026	M-26-065		3401 Evergreen Pt Rd.
B-MECHANICAL	09/11/2026	M-26-066	\$40,000.00	8048 NE 8th St
B-MECHANICAL	09/16/2026	M-26-067		585 Overlake Dr E
B-MECHANICAL	09/24/2026	M-26-068		7629 NE 12th St.

B-MECHANICAL	09/29/2026	M-26-069		7816 NE 32ND ST
TOTAL B-MECHANICAL:	6		\$130,000.00	
B-PIER	09/11/2026	B-26-059	\$197,600.00	3435 EVERGREEN POINT RD
B-PIER	09/11/2026	B-26-060	\$185,230.00	3663 FAIRWEATHER LN
B-PIER	09/11/2026	B-26-061	\$22,795.00	3663 FAIRWEATHER LN
TOTAL B-PIER:	3		\$405,625.00	
B-PLUMBING	09/09/2026	P-26-058		522 86TH AVE NE
B-PLUMBING	09/18/2026	P-26-059		201 OVERLAKE DR E
B-PLUMBING	09/18/2026	P-26-060		7720 NE 8TH ST
TOTAL B-PLUMBING:	3		\$0.00	
B-ROOF	09/18/2026	B-26-062		8029 NE 28th St.
B-ROOF	09/24/2026	B-26-063		8430 NE 10TH ST
TOTAL B-ROOF:	2		\$0.00	
CAP - CONSTRUCTION ACTIVITY PERMIT	09/02/2026	CAP-26-027		1405 Evergreen Pt Rd.
CAP - CONSTRUCTION ACTIVITY PERMIT	09/22/2026	CAP-26-029		8431 RIDGE RD
CAP - CONSTRUCTION ACTIVITY PERMIT	09/14/2026	CAP-26-028		945 88TH AVE NE
TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:	3		\$0.00	

ENG-GRADING/DRAINAGE	09/11/2026	ENG-GD-26-005	\$25.00	438 OVERLAKE DR E
ENG-GRADING/DRAINAGE	09/22/2026	ENG-GD-26-006		8431 RIDGE RD
TOTAL ENG-GRADING/DRAINAGE:	2		\$25.00	
P-CRITICAL AREAS REVIEW	09/30/2026	P-26-061		3339 EVERGREEN POINT RD
TOTAL P-CRITICAL AREAS REVIEW:	1		\$0.00	
P-LOT LINE ADJUST	09/30/2026	P-LLA-26-002		3339 EVERGREEN POINT RD
TOTAL P-LOT LINE ADJUST:	1		\$0.00	
PW-RIGHT OF WAY	09/02/2026	PW-ROW-26-073		8845 Overlake Dr W.
PW-RIGHT OF WAY	09/03/2026	PW-ROW-26-074		1603 EVERGREEN POINT RD
PW-RIGHT OF WAY	09/08/2026	PW-ROW-26-075		8214 OVERLAKE DR W
PW-RIGHT OF WAY	09/10/2026	PW-ROW-26-076		7842 NE 8th St.
PW-RIGHT OF WAY	09/17/2026	PW-ROW-26-078		8426 Overlake Dr. W.
PW-RIGHT OF WAY	09/16/2026	PW-ROW-26-077		1076 Lake Washington BLVD NE
PW-RIGHT OF WAY	09/17/2026	PW-ROW-26-079		7649 NE 14th St
PW-RIGHT OF WAY	09/29/2026	PW-ROW-26-081		1034 Evergreen Point Rd
PW-RIGHT OF WAY	09/24/2026	PW-ROW-26-080		842 84TH AVE NE

TOTAL PW-RIGHT OF WAY:	9		\$0.00	
TREE-HAZARD EVALUATION	09/23/2026	TREE-26-036		7660 NE 14TH ST
TREE-HAZARD EVALUATION	09/27/2026	TREE-26-039		520 OVERLAKE DR E
TOTAL TREE-HAZARD EVALUATION:	2		\$0.00	
TREE-NON ADMIN TREE ACTIVITY PERMIT	09/01/2026	TREE-26-031		438 Overlake Dr E
TOTAL TREE-NON ADMIN TREE ACTIVITY PERMIT:	1		\$0.00	
TREE-PERFORMANCE	09/01/2026	TREE-26-033		8437 NE 10TH ST
TREE-PERFORMANCE	09/02/2026	TREE-26-034		905 88TH AVE NE
TREE-PERFORMANCE	09/28/2026	TREE-26-040		7665 NE 14TH ST
TOTAL TREE-PERFORMANCE:	3		\$0.00	
TREE-RESTORATION	09/01/2026	TREE-26-032		438 OVERLAKE DR E
TREE-RESTORATION	09/18/2026	TREE-26-035		8224 NE 8TH ST
TREE-RESTORATION	09/23/2026	TREE-26-037		7660 NE 14TH ST
TREE-RESTORATION	09/24/2026	TREE-26-038		617 EVERGREEN POINT RD
TOTAL TREE-RESTORATION:	4		\$0.00	
Total # of Permits	48		\$1,671,675.00	



September 2026 Issued Permits

Page 1 of 1

Report run on: 10/01/2026 11:16 AM

Construction Value:	September 2026	September 2025	2026 YTM	2025 YTM	Difference
Accessory Structure	-	-	\$115,750.00	\$30,000.00	\$85,750.00
Addition / Alteration	\$3,126,500.00	\$375,000.00	\$8,513,070.30	\$13,098,038.42	(\$4,584,968.12)
Fence / Wall	-	-	\$134,547.00	\$275,937.66	(\$141,390.66)
New Construction	\$4,616,807.00	\$2,316,387.10	\$19,779,954.00	\$4,816,387.10	\$14,963,566.90
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	\$115,750.00	\$30,000.00	\$85,750.00
Total Value:	\$7,743,307.00	\$2,691,387.10	\$28,659,071.30	\$18,250,363.18	\$10,408,708.12
Permits Issued:	September 2026	September 2025	2026 YTM	2025 YTM	Difference
New Construction	1	1	8	2	6
Permit Extension	2	-	38	31	7
Accessory Structure	-	-	2	1	1
Addition / Alteration	3	2	19	20	(1)
Construction Activity Permit	4	3	33	37	(4)
Demolition	1	1	8	3	5
Fence / Wall	-	-	7	14	(7)
Grading / Drainage	3	1	13	14	(1)
Mechanical	3	8	50	78	(28)
Other - Moving	-	-	-	-	0
Plumbing / Gas	5	10	56	49	7
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	6	6	75	51	24
Tree Mitigation	5	2	44	36	8
Wireless Comm. Facility	-	-	2	1	1
Total Permits:	33	34	355	337	18
Inspections:	September 2026	September 2025	2026 YTM	2025 YTM	Difference
Building	72	124	618	780	(162)
Engineering/Other	23	21	150	153	(3)
	6	8	52	33	19
Tree	5	6	42	34	8

Total Inspections:	106	159	862	1,000	(138)
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September 2026 Code Enforcement Report

Case Number	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2026-078	STOP WORK ORDER	Rob Kilmer	525 OVERLAKE DR E	Description: Received concern regarding work occurring outside of property boundary. Action Taken: Issued Stop Work Order requiring the two neighbors to work out how to resolve the issue.	n/a
CC-2026-079	NOTICE OF VIOLATION	Rob Kilmer	525 OVERLAKE DR E	Description: Pairs with Stop Work Order Action Taken: Neighbors rapidly addressed the situation and worked out a path forward. NOV canceled as the required steps were already taken care of.	n/a
CC-2026-080	NOTICE OF VIOLATION	Rob Kilmer	2431 76TH AVE NE	Description: Tree protection fence violation observed by City Arborist. Action Taken: Worked together to issue Notice of Violation	\$2,000
CC-2026-081	CITATION	Rob Kilmer	2626 EVERGREEN POINT RD	Description: Observed construction-related vehicle parked in the City right-of-way despite prior formal warning. Action Taken: Issued Notice of Citation.	\$100
CC-2026-082	CITATION	Rob Kilmer	2626 EVERGREEN POINT RD	Description: Observed construction-related vehicle parked in the City right-of-way despite prior citation. Action Taken: Issued second Notice of Citation.	\$400
CC-2026-083	CITATION	Rob Kilmer	3602 EVERGREEN POINT RD	Description: Observed a construction-related vehicle parked along the right-of-way despite prior warning. Action Taken: Issued Notice of Citation.	\$100
CC-2026-084	STOP WORK ORDER	Rob Kilmer	7720 NE 8TH ST	Description: During a requested plumbing rough-in inspection, new walls and headers were observed to have been constructed within the house. These items require a building permit. Action Taken: Issued a Stop Work Order	Doubling of Permit Fees
CC-2026-085	GENERAL	Rob Kilmer	8430 NE 10TH ST	Description: Observed work that requires a roofing permit. Action Taken: Directed project manager to immediately apply for permit.	Doubling of Permit Fees

Past Code Enforcement Cases Still Open					
Case Number(s)	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2024-070	STOP WORK ORDER	Rob Kilmer	8711 Ridge Road	Description: Observed stairway structure being erected on roof of garage up to roof of second story.	Fines are accumulating daily
CC-2024-072	NOTICE OF VIOLATION			Action Taken: Issued Stop Work Order and required a permit pre-application meeting to be scheduled.	
CC-2024-080	NOTICE OF FINAL ORDER			Estimated Penalty: Doubling of permit fees per MMC 16.40.070. - Work commencing before permit issuance. To be reviewed for Notice of Violation penalty per MMC 1.15.200. - Notice of violation. Status: Building permit currently under review. Notice of Final Order recorded: 11/13/2024	
CC-2026-004	STOP WORK ORDER	Rob Kilmer	Parcel: 2425049255 3203 Evergreen Pt Rd.	Description: Based on information about the past history of this site, additional information is required before work can continue.	Fines are accumulating daily
CC-2026-030	NOTICE OF FINAL ORDER			Action Taken: Issued Stop Work Order requiring the project's Geotechnical Engineer to provide a report for review by the City. Notice of Final Order recorded: 4/15/2026	
CC-2026-059	NOTICE OF VIOLATION		2240 EVERGREEN POINT RD	Description: Hedge in right-of-way is not in conformance with sight-lines requirement. Action Taken: Issued Notice of Violation	TBD based on compliance.

Tree Permit Activity Report September 2026 By Andy Crossett

TreePlotter Tree Inventory Update: Field inventory work is nearing completion, with the remaining inventory focused on the Community Trail System corridors. Work is also underway to review the inventory for completeness, address any missing data, and complete final administrative updates within TreePlotter.

Issued Non-Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
1	TREE-RESTORATION	1024 82 ND AVE NE	1 Douglas fir	18	2	Douglas-fir with codominant stems. Resident concerned about failure.
2	TREE-PERFORMANCE	905 88 TH AVE NE	2 x Japanese Snowbell, 1 Cherry	9, 15, 21	3	Trees were in poor condition.
3	TREE-RESTORATION	8224 NE 8 TH ST	Blue Spruce, 2 x Alpine Fir	19, 24, 14	3	Trees in poor condition, likely to decline, and located close to the existing home.
4	TREE-RESTORATION	617 EPR	Silver Birch	19	1	Tree was in poor condition.

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

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

Photographs

Picture 1. 1024 82ND AVE NE: Boundary Douglas-fir that both the applicant and neighbor are concerned may fail. Tree does not meet the High risk threshold, but removal is allowed under a Restoration Permit with required supplemental planting.



Picture 2. 905 88TH AVE NE: All three trees were in poor condition and unlikely to recover. The cherry had Ganoderma conks, a type of wood-decay fungus, at its base. Three supplemental trees were required to meet the minimum tree unit requirement for the site.



Picture 3. 8224 NE 8TH ST: One spruce and two subalpine firs in poor condition. Detailed risk assessment by The Davey Tree Expert Company determined all three trees to be High risk. Three supplemental trees are required.



Picture 4. 617 Evergreen Point Road: The subject silver birch is the last remaining tree from an original group of five. According to an assessment by Davey Tree Expert Company, the other four trees failed over time due to similar root decay and structural weakness. The most recent failure showed significant root decay, indicating a recurring pattern of root-related failure among the birches at this site.

Exhibit C – Decay Column and Callus Wood

South Side of Subject Tree, Extending from the Root Flare to Above the 8' Mark





CITY OF MEDINA

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

Date: October 12th, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Ryan Wagner, Finance & HR Director
Subject: September 2026 Financials

The September 2026 report includes:

- Executive Summary (1)
 - September Key Revenue and Expenditure Numbers (2)
 - Budget Amendments (3)
 - Investment Summary (3 – 8)
 - September Financial Summary (9)
 - September Cash Statement (10)
 - 2026 Financials by Account (11)
 - September 2026 REET Report (18)
 - September 2026, AP Check Register Activity Detail (Consent Item)
-

Executive Summary

Year-to-day expenditure continues to remain under or at the expected budget allocation through August for all funds except the Equipment Replacement Fund. Year to date general fund revenue is outpacing expectations by 13.43% through August, driven by a one-time sales tax allocation of \$1.7M from the State of Washington for work done on the 520 project in the mid 2010's that was accounted for in July.

The City's cash position sits at just under \$21M at the end of September, with the Capital Fund (\$9M) and the General Fund (\$6.5M) carrying the largest balances.

Revenue:

- General Fund revenue is up almost \$1.97M from this time last year. This is driven by the one-time allocation of sales tax from the State of Washington for the work done on 520 from the mid 2010's that was received in July.
- Development Services Revenue is up \$25K from this time last year. This is driven by a slight increase in permit fee collection over 2025.
- Capital Fund Revenue is down \$760K from September of last year. A one-time major property sale generated a significant amount of REET in July of last year, and that transaction is driving this variance. Overall, the revenue is staying consistent to 2025.

August 2026 Key Revenue

- \$189K Hunts Point Police Contract
- \$177K Local Sales and Use Tax
- \$152K August REET Revenue
- \$52K Permit Fees
- \$50K Investment Earnings
- \$3K Criminal Justice Training Grant

Expenditures:

- General Fund expenditures are up \$153K over September of last year. The equipment replacement fund is the biggest increase over 2025, with the purchase of the new backhoe and Skidsteer.
- Development Services expenditures are down \$103K when compared to September of 2025. This is driven by code enforcement and long planning being moved from the Development Services Fund to the General Fund.
- The Capital Fund spend is up \$320K when compared to September of 2025. This represents about 64% of the budget allocation in 2026, so expect costs to increase as projects continue through Q4.

September 2026 Key Expenditures

- \$109K JB Asphalt – 78th Place Improvements (Correction Payment from August)
- \$61K Waterfront Construction – Lake Lane Dock Repair
- \$47K Wescon Enterprises, Inc – Gravel Walkways Resurfacing
- \$27K Inslee Best – August City Attorney Services
- \$22K Precision Concrete Cutting – Trip Hazard Mitigation

2026 Budget Amendments

1. Street Capital - Skidsteer, Sidewalk Cleaner and multi-purpose PW Vehicle (45K)
2. Capital Fund, Building Improvements – Medina Park Bathroom Locks and PW Storage Project (45K)
3. General Fund - 7th Patrol Officer and Associated Grant and Sales Tax Increase (Expected 100K increase to Revenue Offset by Cost of New Officer)

Investments Summary

The purpose of this summary is to provide education on how the City of Medina utilizes investments to earn interest to help offset rising costs. Medina currently earns interest from two different sources, the LGIP account, and through a treasury bond portfolio. Each of these vehicles will be discussed below.

Local Government Investment Pool

Over 530 local governments have participated in the pool since it was started in 1986 to provide safe, liquid, and competitive investment options for local government pursuant to RCW 43.25. The LGIP lets local governments use the State Treasurer's resources to safely invest their funds while enjoying the economies of scale available from a \$15-26 billion pooled fund investment portfolio.

LGIP's investment objectives are, in priority order: 1) safety of principal, 2) maintaining adequate liquidity to meet cash flows, and 3) providing a competitive interest rate relative to other comparable investment alternatives. LGIP offers 100% liquidity to its participants.

The Cities current account balance in the LGIP is \$15,872,350.

WASHINGTON STATE LOCAL GOVERNMENT INVESTMENT POOL

September 30, 2026

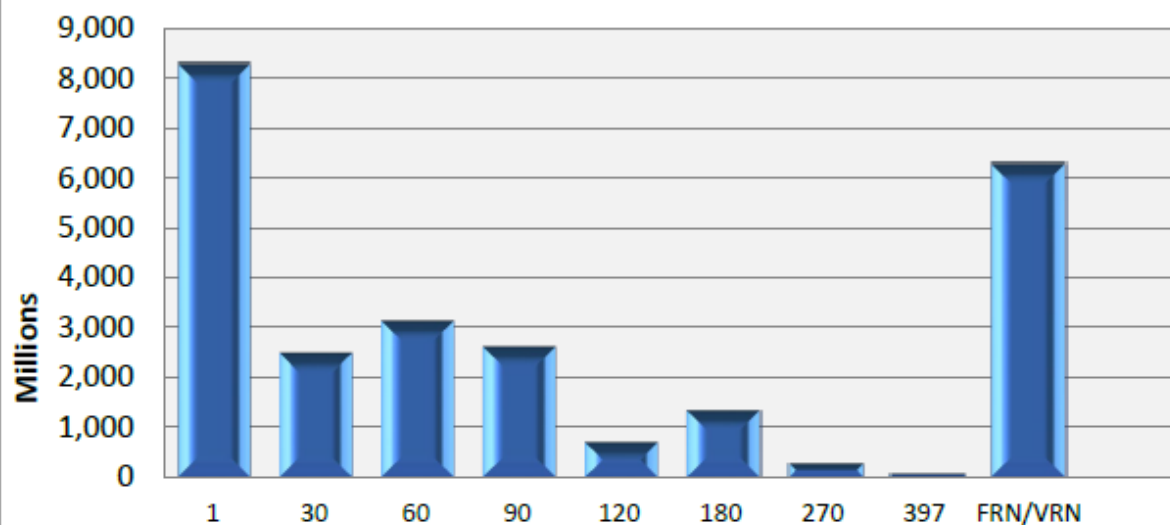
DAYS TO MATURITY	\$ MATURING (PAR VALUE)*	% MATURING	CUMULATIVE % MATURING
1	8,296.44	32.9%	32.9%
2-30	2,502.96	9.9%	42.8%
31-60	3,150.00	12.5%	55.3%
61-90	2,633.00	10.4%	65.7%
91-120	709.11	2.8%	68.5%
121-180	1,349.10	5.3%	73.8%
181-270	260.00	1.0%	74.9%
271-397	50.00	0.2%	75.1%
FRN/VRN	6,292.00	24.9%	100.0%

PORTFOLIO TOTAL:

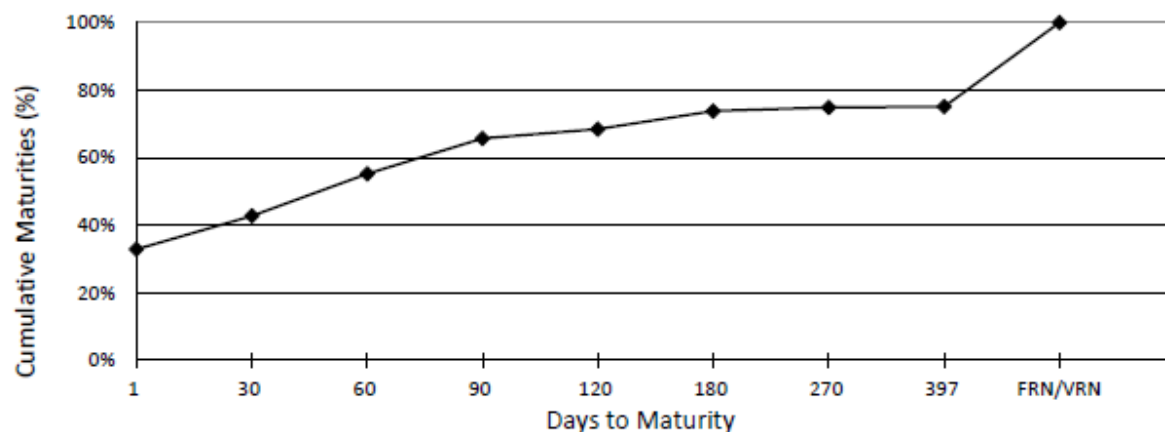
25,242.61

* Amounts in millions of dollars

LGIP MATURITY STRUCTURE



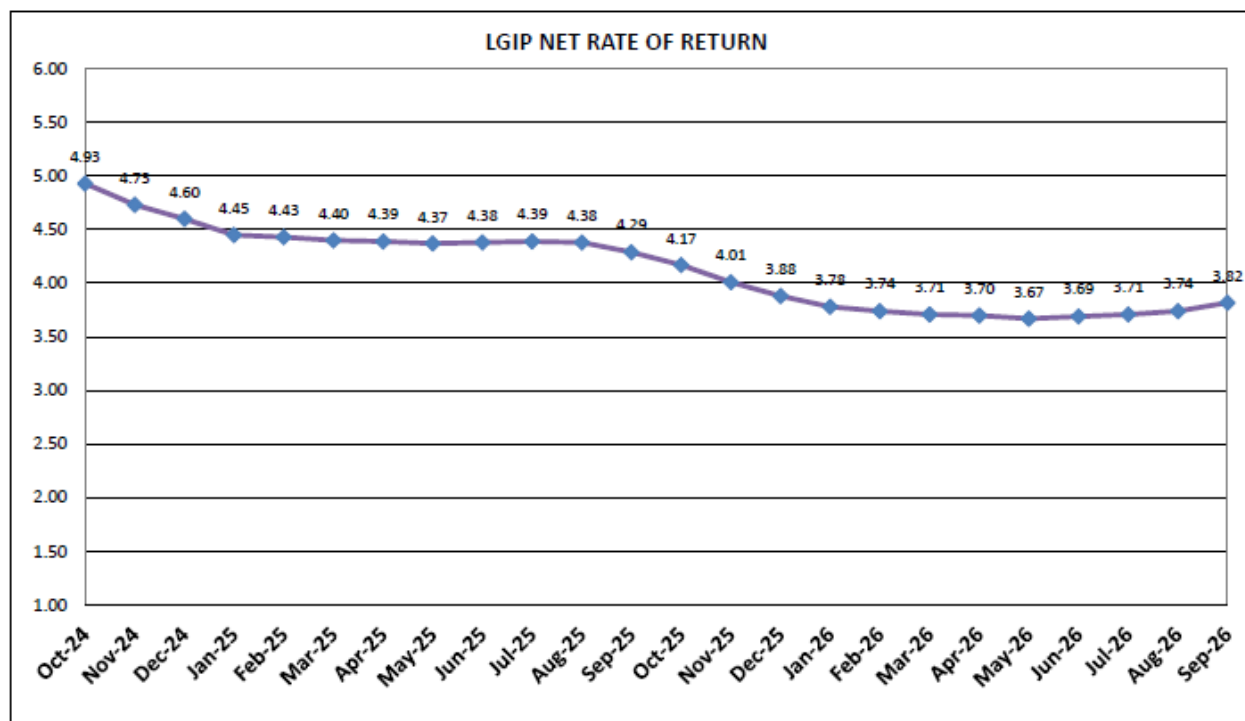
LGIP CUMULATIVE MATURITY STRUCTURE



**WASHINGTON STATE
LOCAL GOVERNMENT INVESTMENT POOL
September 30, 2026**

Investment Type	Average Balance Sep-26	Sep-26 Percentage	Average Balance CY 2026	2026 Percentage
.....				
Agency Bullets	0.00	0.00%	0.00	0.00%
Agency Discount Notes	1,154,269,042.38	4.54%	2,303,809,866.85	8.44%
Agency Floating Rate Notes	5,759,408,652.56	22.66%	5,858,987,401.82	21.47%
Agency Variable Rate Notes	0.00	0.00%	0.00	0.00%
Certificates of Deposit	148,250,000.00	0.58%	139,899,267.40	0.51%
IB Bank Deposit	3,345,374,638.01	13.16%	2,549,535,043.22	9.34%
Repurchase Agreements	3,946,000,000.00	15.53%	4,941,340,371.47	18.11%
SOFR Floating Rate Notes	0.00	0.00%	0.00	0.00%
Supras - Bullets	0.00	0.00%	0.00	0.00%
Supras - Discount Notes	0.00	0.00%	0.00	0.00%
Supras- Floating Rate Notes	0.00	0.00%	0.00	0.00%
Supras - Variables	0.00	0.00%	0.00	0.00%
Term Repurchase Agreements	0.00	0.00%	440,659,340.66	1.61%
U.S. Treasury Bills	10,562,917,101.21	41.56%	10,745,510,538.75	39.37%
US Treasury Coupons	0.00	0.00%	93,696,384.23	0.34%
US Treasury Floating Rate Notes	500,398,560.74	1.97%	218,298,845.45	0.80%
Total Avg Daily Balance	25,416,617,994.90	100.00%	27,291,737,059.85	100.00%

Avg Days to Maturity 24 days



* Rates are calculated on a 365-day basis

Medina's Treasury Bond Portfolio

The City of Medina allocates long term funds to treasury bonds, to earn interest that helps alleviate inflationary increases within both the General Fund and the Capital Fund. Currently the city has six total bonds, worth a total of around \$4.85 million. The city uses a laddered approach, with both short- and longer-term bonds that mature at staggered dates over the next five years. This allows the city to have access to funds, which allows for flexibility in decision making and to reduce the liability of not having enough liquid cash to cover costs.

Below is the information on the six bonds, and their purchase and maturity dates.

Assets	Current Period Market Value	% of Total	Estimated Annual Income
Cash and Equivalents	\$ 22,471.52	0.50	\$ 755.04
Taxable Bonds	\$ 4,826,620.00	99.50	\$ 109,375.20
Total Market Value	\$ 4,849,091.52	\$ 100.00	\$ 110,130.24

Taxable Bonds

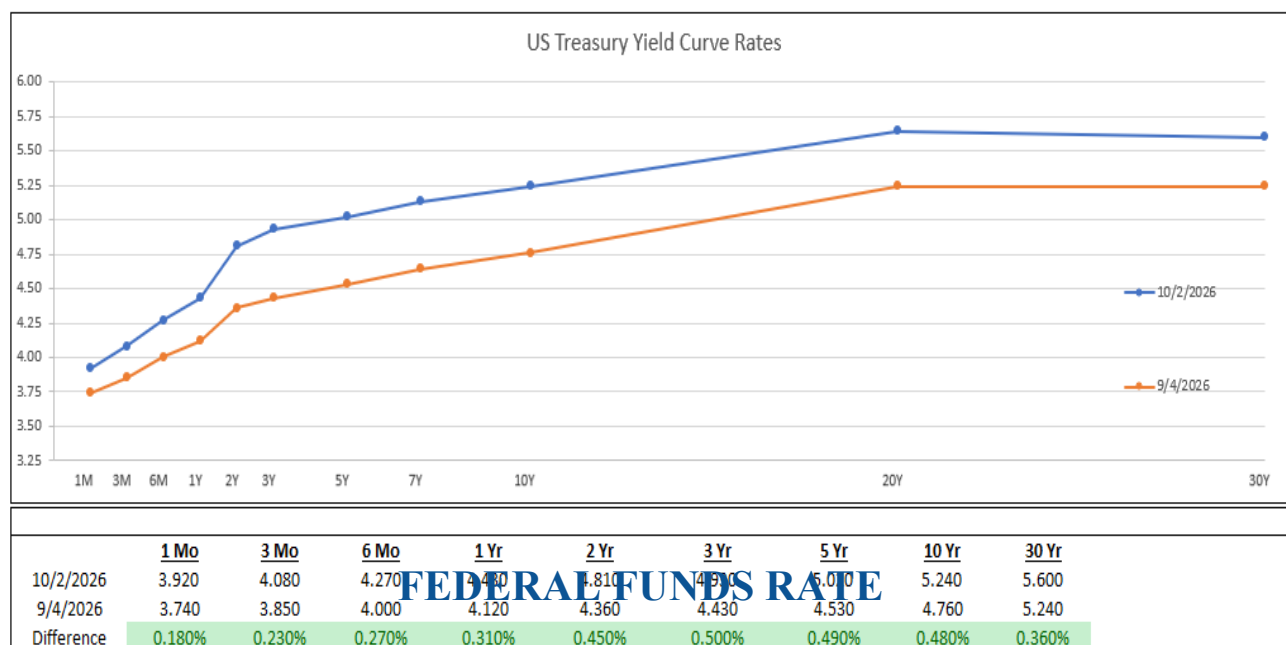
US Government

Issues	Face Amount	Price	Market Value	Estimated Annual Income	Estimated Current Yield
Federal Farm Credit 7/08/2027	\$ 1,000,000.00	100.247	\$ 1,002,470.00	\$ 45,000.00	4.49
US Treasury Bond 11/15/2027	\$ 1,000,000.00	95.06	\$ 950,600.00	\$ 0.10	0 Interest Paid at Maturity
US Treasury Bond 5/15/2028	\$ 1,000,000.00	92.917	\$ 929,170.00	\$ 0.10	0 Interest Paid at Maturity
US Treasury Note 11/15/2028	\$ 1,000,000.00	98.188	\$ 981,880.00	\$ 35,000.00	3.56
US Treasury Note 03/31/2029	\$ 500,000.00	95.121	\$ 475,605.00	\$ 11,875.00	2.5
US Treasury Note 09/30/2029	\$ 500,000.00	97.379	\$ 486,895.00	\$ 17,500.00	3.59
Total Taxable Bonds	\$ 5,000,000.00		\$ 4,826,620.00	\$ 109,375.20	

US TREASURY YIELD CURVE

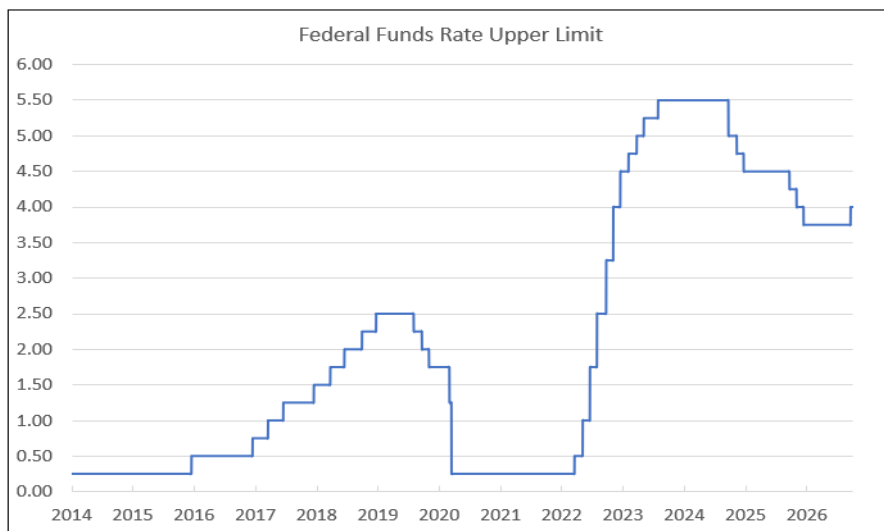
This graph shows the United States Treasury interest rates for maturities ranging from 1 month to 30 years.

- The orange line is the US Treasury yield curve as of last month and the blue line is today's US Treasury yield curve. The yields for the various maturities of the two US Treasury Curves are listed below the graph.
- Interest rates are up across the board over the last month with the largest increases occurring in the 2-5 year range where public entities typically do the bulk of their longer-term investing. Rates in this range are usually the most sensitive to shifting expectations around what the Federal Reserve may do with its policy rate in the near future, so it is not surprise to see these rates jump higher considering the Fed just raised its policy rate by .25% in mid-September for the first time since 2023.
- Looking back a bit further, interest rates are at multi-year highs in the 2-3 year range and multi-decade highs for the 5-year. These interest rates will tend to run up in advance of the Federal Reserve increasing its short-term policy rate. Since the run up in rates over the last couple of months is meaningfully larger than the Fed's .25% increase last month, that is a sign the market expects the Fed to increase that policy rate further from here.
- Earlier this year, the yield curve returned to a normal shape after 3+ years of being either inverted or misshapen in some way. A "normal" yield curve has a gentle slope going up and to the right where the further out you look the higher interest rates you see. This normalization of the yield curve means we are finally back to an environment where you earn a higher yield for investing out longer-term than what you can earn in short-term and liquid investments.



The federal funds rate is the interest rate on overnight loans set by the Federal Open Market Committee (FOMC) at the Federal Reserve. Rates offered by local government investment pools and money market funds tend to correlate closely with the federal funds rate. The graph below shows the upper bound of the federal funds rate range over the last 10+ years.

- The FOMC held its most recent meeting on 9/15-9/16 and raised the federal funds rate by .25% to a range of 3.75-4.00% after holding the rate steady for five consecutive meetings this year. This was the first rate hike since July 2023 and follows a cumulative 1.75% in rates cuts made between 2024 and 2025.
- This rate hike was increasingly expected and priced into the markets with inflation continuing to run measurably above the Fed's 2% average target and the labor market stabilizing somewhat this year after a rocky 2025.



As the Fed embarks on what could be a hiking cycle with multiple rate hikes, the stability of the labor market will come under increasing focus. While the rate hikes are meant to address elevated inflation, stress that rate hikes could cause in the labor market may put the Fed in a difficult position where officials must grapple with whether to be more concerned about above-target inflation or a weakening labor market. It is not clear at this point whether officials would put more emphasis on inflation or the labor market if those two are in conflict.

- Short-term and liquid investments like local government investment pools and money market funds tend to follow the federal funds rate very closely, so the path of this rate is very impactful on what public entities will earn on their liquid and cash balances. We will likely see the yields on these investment pools tick up over the next month or so to match the rise in the federal funds rate. While longer-term interest rates usually go up in advance of a rate hike, shorter-term rates typically move more in line with the federal funds rate.

September 2026 Financial Summary

REVENUES:	SEPTEMBER ACTUAL	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	EXPECTED TOTAL %	DELTA	REMAINING BUDGET
General Fund							
Property Tax	\$63,243	\$2,773,827	\$4,741,397	58.50%	58.00%	0.50%	\$1,967,570
Sales Tax	\$177,493	\$3,100,942	\$2,023,000	153.28%	75.00%	78.28%	(\$1,077,942)
Affordable & Sup. Housing	\$1,525	\$4,331	\$0	--			(\$4,331)
Criminal Justice	\$31,588	\$109,569	\$108,150	101.31%	75.00%	26.31%	(\$1,419)
B & O Tax: Utility & Franchise Fee	\$1,393	\$972,204	\$1,218,000	79.82%	75.00%	4.82%	\$245,796
Leasehold Excise Tax	\$0	\$1,191	\$0	0.00%		0.00%	(\$1,191)
General Government (includes Hunts Point)	\$188,994	\$281,421	\$378,984	74.26%	75.00%	-0.74%	\$97,563
Passports, General Licenses & Permits	\$10,567	\$72,828	\$78,036	93.33%	75.00%	18.33%	\$5,208
Fines, Penalties, Traffic Infr.	\$1,350	\$33,775	\$30,000	112.58%	75.00%	37.58%	(\$3,775)
Misc. Invest. Facility Leases	\$41,091	\$423,891	\$278,820	152.03%	75.00%	77.03%	(\$145,071)
Disposition of Capital Assets	\$0	\$57,509	\$0	--			(\$57,509)
General Fund Total	\$517,244	\$7,831,488	\$8,856,387	88.43%	75.00%	13.43%	\$1,000,000
Development Services Fund Total	\$58,900	\$562,885	\$805,000	69.92%	75.00%	-5.08%	\$242,115
Development Services Fund Transfers In from GF	\$8,333	\$75,000	\$100,000	75.00%	75.00%	0.00%	\$0.00
Street Fund Total	\$6,045	\$42,693	\$119,219	35.81%	75.00%	-39.19%	\$76,526
Street Fund Transfers In	\$46,250	\$416,250	\$555,000	75.00%	75.00%	0.00%	\$0

2026 September Cash Balance

<u>2026 Cash Balance, 08/31/2026</u>		<u>2026 Cash Balance, 09/30/2026</u>	
<u>TOTAL CASH & INVESTMENTS</u>		<u>TOTAL CASH & INVESTMENTS</u>	
Period Ending: 08/31/2026		Period Ending: 09/30/2026	
WA ST INV POOL	\$ 16,098,267	WA ST INV POOL	\$ 15,872,350
OTHER INVESTMENTS*	4,849,092	OTHER INVESTMENTS*	4,849,092
CHECKING	198,169	CHECKING	474,796
	<u>\$ 21,145,528</u>		<u>\$ 21,196,238</u>
		Outstanding Checks	\$220,690
		Total:	<u>\$ 20,975,548</u>
			\$1M bond (Dec 2024)
			5/15/2028
			\$1.M bond (Jul 2025)
			11/15/2028
			\$500K bond (May 2029)
			3/1/2029
			\$1M bond (Aug 2024)

Cash Balance by Fund

Fund	Beginning Cash	Receipts	Transfers In	Other Transfers	Disbursements	Ending Cash
General Fund	\$4,555,259.14	\$7,922,674.63	\$0.00	\$416,250.00	\$5,526,316.79	\$6,535,366.98
City Street Fund	\$271,425.42	\$53,023.15	\$416,250.00	\$0.00	\$515,544.66	\$225,153.91
Tree Fund	\$40,546.27	\$0.00	\$0.00	\$0.00	\$11,678.57	\$28,867.70
Contingency Fund	\$1,750,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750,000.00
Levy Stabilization Fund	\$2,684,999.99	\$0.00	\$0.00	\$0.00	\$0.00	\$2,684,999.99
Capital Projects Fund	\$8,636,372.11	\$1,336,118.84	\$0.00	\$74,999.97	\$836,193.74	\$9,061,297.24
Development Services	\$513,881.80	\$781,262.73	\$74,999.97	\$0.00	\$811,973.45	\$558,171.05
NonRevenue Trust	\$4,260.65	\$30,127.22	\$0.00	\$0.00	\$31,301.28	\$3,086.59
	\$18,456,745.38	\$10,123,206.57	\$491,249.97	\$491,249.97	\$7,733,008.49	\$20,846,943.46

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

September 2026 Revenue

Title	Fiscal	Budget	YTD %	Expected	Delta	Balance	Budget Notes
General Fund							
General Property Taxes							
General Property Taxes	\$2,773,826.92	\$4,741,397.00	58.50%	60.00%	-1.50%	\$1,967,570.08	Includes 1% all'd increase + new constrct/improvmnts (\$76,063), Based on First
Total General Property Taxes	\$2,773,826.92	\$4,741,397.00	58.50%	60.00%	-1.50%	\$1,967,570.08	
Retail Sales and Use Taxes							
Local Retail Sales & Use Tax	\$3,100,941.61	\$2,023,000.00	153.28%	75.00%	78.28%	(\$1,077,941.61)	One time collection in July responsible for the overage, Sales tax increased on 7/1/2026
Affordable & Sup. Housing	\$4,331.14	\$0.00				(\$4,331.14)	
Criminal Justice Funding	\$109,569.34	\$108,150.00	101.31%	75.00%	26.31%	(\$1,419.34)	Flat to 2025.09 ytd rolling 12 mos + 3% Increase
Total Retail Sales and Use Taxes	\$3,214,842.09	\$2,131,150.00	150.85%	75.00%	75.85%	(\$1,083,692.09)	
Utility Tax							
Electric	\$298,834.77	\$330,000.00	90.56%	75.00%	15.56%	\$31,165.23	Util Tax 6% and Franchise Fees 4%
Gas	\$149,423.04	\$167,000.00	89.47%	75.00%	14.47%	\$17,576.96	
Water & Sewer	\$209,978.15	\$291,000.00	72.16%	75.00%	-2.84%	\$81,021.85	
Garbage/Solid Waste	\$55,854.70	\$69,000.00	80.95%	75.00%	5.95%	\$13,145.30	
Cable-Television	\$86,290.89	\$97,000.00	88.96%	75.00%	13.96%	\$10,709.11	
Telephone	\$26,761.60	\$46,000.00	58.18%	75.00%	-16.82%	\$19,238.40	
Other	\$75.00	\$0.00				(\$75.00)	
Total Utility Tax	\$827,218.15	\$1,000,000.00	82.72%	75.00%	7.72%	\$172,781.85	
Excise Taxes							
Leasehold Excise Tax	\$1,190.84	\$0.00				(\$1,190.84)	
Total Excise Taxes	\$1,190.84	\$0.00				(\$1,190.84)	
Franchise Fees							
Franchise Fees & Royalties	\$144,985.44	\$218,000.00	66.51%	75.00%	-8.49%	\$73,014.56	
Total Franchise Fees	\$144,985.44	\$218,000.00	66.51%	66.67%	-0.16%	\$73,014.56	
Licenses and Permits							
Animal Licenses	\$30.00	\$4,500.00	0.67%	0.00%	0.67%	\$4,470.00	Moving to King County Pet Licensing
Gun Permits	\$354.00	\$750.00	47.20%	50.00%	-2.80%	\$396.00	
Medina Business Licenses	\$12,600.00	\$25,000.00	50.40%	52.00%	-1.60%	\$12,400.00	Initial License for General and HO had no cost for 2026
Total Licenses and Permits	\$12,984.00	\$30,250.00	42.92%	60.00%	-17.08%	\$17,266.00	
Intergovernmental							
State Grant-Crim Just Training	\$25,838.11	\$0.00				(\$25,838.11)	2025: MRSC estimated distribution of State Shared Revenue, available late July
Mvet-Criminal Justice-Pop.	\$923.14	\$1,166.00	79.17%	75.00%	4.17%	\$242.86	
Criminal Justice-Special	\$3,220.69	\$4,081.00	78.92%	75.00%	3.92%	\$860.31	
DUI/Other Criminal Justice	\$253.27	\$0.00				(\$253.27)	
Liquor Excise Tax	\$13,161.14	\$20,055.00	65.63%	75.00%	-9.37%	\$6,893.86	
Liquor Control Board Profits	\$12,047.02	\$21,484.00	56.07%	75.00%	-18.93%	\$9,436.98	
Liquor Control Board Profits-Public Safety	\$4,085.81	\$0.00				(\$4,085.81)	
Total Intergovernmental	\$59,529.18	\$46,786.00	127.24%			(\$12,743.18)	
Charges for Goods and Services							
Passport & Naturalization Fees	\$315.00	\$1,000.00	31.50%	75.00%	-43.50%	\$685.00	Reduction due to staff workload
Hunts Point Police Contract	\$281,271.40	\$378,984.00	74.22%	75.00%	-0.78%	\$97,712.60	Q2 and Q3 invoices to be paid in September
Hunts Point-Add'l Services	\$150.00	\$0.00				(\$150.00)	
Total Charges for Goods and Services	\$281,736.40	\$379,984.00	74.14%	75.00%	-0.86%	\$98,247.60	
Fines and Penalties							
Municipal Court-Traffic Infrac	\$26,725.30	\$30,000.00	89.08%	75.00%	14.08%	\$3,274.70	Hx ratio of court costs (75%) to revenue, used to offset Municipal Court Fees
Non-Court Fines, Forfeitures and							
Misc. Fines, Penalties, Code Enforcement	\$7,050.00	\$0.00				(\$7,050.00)	
Total Non-Court Fines, Forfeitures	\$7,050.00	\$0.00				(\$7,050.00)	
Total Fines and Penalties	\$33,775.30	\$30,000.00	112.58%	75.00%	37.58%	(\$3,775.30)	

Miscellaneous Revenues

Investment Interest Earnings	\$296,609.90	\$145,000.00	204.56%	75.00% ▲	129.56%	(\$151,609.90)	Fund rate did not drop as expected, bond maturity not budgeted for initially
Sales Interest	\$5,760.31	\$6,000.00	96.01%	75.00% ▲	21.01%	\$239.69	
Rents & Leases	\$30,378.42	\$30,631.00	99.18%	75.00% ▲	24.18%	\$252.58	2026 American Towers Corp. Increased in 2025
Post Office Facility Lease	\$71,062.47	\$93,054.00	76.37%	75.00% ▬	1.37%	\$21,991.53	Lease of \$7,625/mo
Medina Days Donations	\$14,541.58	\$0.00				(\$14,541.58)	
Other	\$4,811.55	\$3,500.00	137.47%	75.00% ▲	62.47%	(\$1,311.55)	
Other-Copies	\$4.50	\$75.00	6.00%	75.00% ▼	-69.00%	\$70.50	
Other-Fingerprinting	\$40.00	\$400.00	10.00%	75.00% ▼	-65.00%	\$360.00	
Other-Notary	\$670.00	\$100.00	670.00%	75.00% ▲	595.00%	(\$570.00)	
Other-Reports	\$12.00	\$60.00	20.00%	75.00% ▼	-55.00%	\$48.00	
Total Miscellaneous Revenues	\$423,890.73	\$278,820.00	152.03%	75.00% ▲	77.03%	(\$145,070.73)	

Non Revenues

Refundable Deposits - DS (CMP, PGB)	\$70,000.00	\$0.00		75.00%		(\$70,000.00)	
Retainage Deposits	\$12,224.68	\$0.00		75.00%		(\$12,224.68)	
Total Non Revenues	\$82,224.68	\$0.00		75.00%		(\$82,224.68)	

Disposition of Capital Assets

Sale Of Equipment/Property	\$57,509.00	\$0.00		75.00%		(\$57,509.00)	Surplus of Public Works Equipment
Total Disposition of Capital Assets	\$57,509.00	\$0.00		75.00%		(\$57,509.00)	

Total General Fund **\$7,913,712.73** **\$8,856,387.00** **89.36%** 75.00% ▲ **14.36%** **\$942,674.27**

City Street Fund

Intergovernmental Revenues

WA DOE Nat'l Pollution Discharge Elim	\$0.00	\$65,000.00	0.00%	0.00% ▬	0.00%	\$65,000.00	2026: MRSC estimated distribution of State Shared Revenue, available late July
Multimodal Transportation - Cities	\$2,735.51	\$3,236.00	84.53%	75.00% ▲	9.53%	\$500.49	
Motor Fuel Tax(unrestricted)	\$39,957.57	\$50,983.00	78.37%	75.00% ▬	3.37%	\$11,025.43	
Total Intergovernmental Revenues	\$42,693.08	\$119,219.00	35.81%	35.00% ▬	0.81%	\$76,525.92	

Transfers-In

Transfer to Street from General Fund	\$341,250.03	\$455,000.00	75.00%	75.00% ▬	0.00%	\$113,749.97	
Transfer to Street from Capita	\$74,999.97	\$100,000.00	75.00%	75.00% ▬	0.00%	\$25,000.03	
Total Transfers-In	\$416,250.00	\$555,000.00	75.00%	75.00% ▬	0.00%	\$138,750.00	

Total City Street Fund **\$458,943.08** **\$674,219.00** **68.07%** 69.00% ▬ **-0.93%** **\$215,275.92**

Tree Fund

Tree Replacement fees	\$0.00	\$3,075.00	0.00%	75.00% ▼	-75.00%	\$3,075.00	Expecting only minimum fines
Total Tree Fund	\$0.00	\$3,075.00	0.00%	75.00% ▼	-75.00%	\$3,075.00	

Capital Projects Fund

Other Taxes

Real Estate Excise Tax 1	\$417,845.87	\$600,000.00	69.64%	75.00% ▼	-5.36%	\$182,154.13	First half home sales are down, but one or two individual sales can push us to surplus
Real Estate Excise Tax 2	\$417,845.87	\$600,000.00	69.64%	75.00% ▼	-5.36%	\$182,154.13	
Total Other Taxes	\$835,691.74	\$1,200,000.00	69.64%	75.00% ▼	-5.36%	\$364,308.26	

Grant-Property II Levy	\$78,036.00	\$50,000.00	156.07%	100.00% ▲	56.07%	(\$28,036.00)	KC Parks Levy, Nov 2019 renewed through 2030
Investment Interest Earnings	\$296,609.86	\$145,000.00	204.56%	75.00% ▲	129.56%	(\$151,609.86)	Federal Fund rate not cut as expected, Interest Earnings will continue to stay above
Retainage Deposits	\$10,061.97	\$0.00				(\$10,061.97)	
Total Capital Projects Fund	\$1,220,399.57	\$1,395,000.00	87.48%	75.00% ▲	12.48%	\$174,600.43	

Development Services Fund

Building Permits	\$457,305.93	\$635,000.00	72.02%	75.00% ▬	-2.98%	\$177,694.07	
Building Permit - Technology Fee	\$6,583.25	\$8,500.00	77.45%	75.00% ▬	2.45%	\$1,916.75	
Zoning	\$32,067.28	\$40,000.00	80.17%	75.00% ▲	5.17%	\$7,932.72	Building permits and other associated zoning
Planning	\$50,328.30	\$100,000.00	50.33%	75.00% ▼	-24.67%	\$49,671.70	Includes, Tree, ROW, Mechanical, CAP and G&D Permits
Misc. Fine, Penalties, Code	\$0.00	\$1,500.00	0.00%	75.00% ▼	-75.00%	\$1,500.00	
Other-CC Convenience Fees	\$16,600.11	\$20,000.00	83.00%	75.00% ▲	8.00%	\$3,399.89	
Refundable DS Advance Deposit	\$30,593.31	\$40,000.00	76.48%	75.00% ▬	1.48%	(\$121,686.02)	Money taken in for this deposit goes here until used for Consulting Fees

Advanced Deposit Used to Fund Consulting	\$193,806.69	\$145,000.00	133.66%	75.00% 	58.66%	\$82,286.02	All Money that is paid to consulting via Advanced Deposit Goes to this Account
Transfer from GF to DS Fund	\$74,999.97	\$100,000.00	75.00%	75.00% 	0.00%	\$25,000.03	
Total Development Services Fund	\$862,284.84	\$1,090,000.00	79.11%	75.00% 	4.11%	\$227,715.16	

September 2026 Expenditures

Title	Fiscal	Budget	YTD%	Expected	Delta	Balance	Budget Notes
General Fund							
Legislative Services							
Professional Services	\$4,922.00	\$10,000.00	49.22%	75.00% ▲	25.78%	\$5,078.00	CC retreat, End of year banquet
Legislative Activities- Regional/Intergovt	\$3,129.68	\$7,000.00	44.71%	75.00% ▲	30.29%	\$3,870.32	AWC (\$1900), PSRC (\$700), Eastside Transp, Sound Cities (\$2400)
Travel & Training	\$8,387.34	\$10,000.00	83.87%	75.00% ▼	-8.87%	\$1,612.66	AWC training, conferences, meals, and travel
Miscellaneous	\$543.03	\$3,000.00	18.10%	75.00% ▲	56.90%	\$2,456.97	Park Board, Planning Comm, Council misc meeting expenses
Medina Days	\$47,917.87	\$50,000.00	95.84%	100.00% ▲	4.16%	\$2,082.13	\$18,000 Fireworks+ \$13,000 barge, \$7,500 sani-cans, \$7,500 Band and AV
Total Legislative Services	\$64,899.92	\$80,000.00	81.12%	85.00% ▲	3.88%	\$15,100.08	
Municipal Court							
Municipal Court-Traffic/NonTrf	\$24,884.47	\$35,000.00	71.10%	75.00% ▲	3.90%	\$10,115.53	Required Service/Expenditure - Offset by Court Revenue
Total Municipal Court	\$24,884.47	\$35,000.00	71.10%	75.00% ▲	3.90%	\$10,115.53	
Executive							
Salaries & Wages							
Salaries & Wages	\$170,811.90	\$229,021.00	74.58%	75.00% ▲	0.42%	\$58,209.10	CPI-W=2.7% COLA-- See Salary Model for addl details
ICMA 457 Plan	\$3,600.00	\$4,800.00	75.00%	75.00% ▲	0.00%	\$1,200.00	
Total Salaries & Wages	\$174,411.90	\$233,821.00	74.59%	75.00% ▲	0.41%	\$59,409.10	
Personnel Benefits							
Personnel Benefits	\$35,100.07	\$43,282.00	81.10%	75.00% ▼	-6.10%	\$8,181.93	
Auto Allowance	\$6,374.88	\$8,500.00	75.00%	75.00% ▲	0.00%	\$2,125.12	
Total Personnel Benefits	\$41,474.95	\$51,782.00	80.10%	75.00% ▼	-5.10%	\$10,307.05	
Professional Services							
Professional Services	\$27,000.00	\$36,000.00	75.00%	75.00% ▲	0.00%	\$9,000.00	SR520 Consultant, 2025 Actuals includes GMP Consulting costs for CM recruitment
Travel & Training	\$6,218.49	\$3,000.00	207.28%	75.00% ▼	-132.28%	(\$3,218.49)	WCIA and other training
Miscellaneous	\$90.00	\$0.00		75.00% ▲	75.00%	(\$90.00)	
Dues, Subscriptions	\$400.40	\$1,000.00	40.04%	75.00% ▲	34.96%	\$599.60	
Total Executive	\$249,595.74	\$325,603.00	76.66%	75.00% ▲	-1.66%	\$76,007.26	
Finance Department							
Salaries & Wages	\$158,826.15	\$233,054.00	68.15%	75.00% ▲	6.85%	\$74,227.85	CPI-W=2.7% COLA---see salary model notes
ICMA 457 Plan	\$6,250.00	\$9,000.00	69.44%	75.00% ▲	5.56%	\$2,750.00	
Personnel Benefits	\$43,100.88	\$68,575.00	62.85%	75.00% ▲	12.15%	\$25,474.12	
Opt-Out Of Medical	\$0.00	\$5,754.00	0.00%	75.00% ▲	75.00%	\$5,754.00	New Employee, does not utilize
IT HW SW Oper Supplies-City Hall	\$106.55	\$0.00				(\$106.55)	
IT Tech, SW Services- City Hall	\$2,848.18	\$0.00				(\$2,848.18)	Vision PS (Paid in Jan), Finance/Financial System Support + ADP Payroll and HR Platform
Professional Services	\$33,780.08	\$44,000.00	76.77%	75.00% ▲	-1.77%	\$10,219.92	Hybrid model utilized, \$139 per hour but will save on travel expenses (2025 Audit Costs)
Intervntml Prof Serv-Auditors	\$19,908.71	\$25,000.00	79.63%	75.00% ▲	-4.63%	\$5,091.29	PSFOA, Budgeting Workshop for DFD
Travel & Training	\$310.25	\$1,500.00	20.68%	75.00% ▲	54.32%	\$1,189.75	Fully Paid in January 2026
Insurance (WCIA)	\$218,358.50	\$217,240.00	100.51%	100.00% ▲	-0.51%	(\$1,118.50)	WFOA, PSFOA, GFOA (Dues, Memberships),
Misc-Dues,Subscriptions	\$500.00	\$1,000.00	50.00%	75.00% ▲	25.00%	\$500.00	Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I,
Miscellaneous	\$4,799.63	\$15,000.00	32.00%	75.00% ▲	43.00%	\$10,200.37	Election year costs (every other year is higher), 2026 keep to prior yr budget d/t potential for less KC cost share
Election Services-Voter Regist	\$14,395.90	\$12,000.00	119.97%	100.00% ▼	-19.97%	(\$2,395.90)	
Total Finance Department	\$503,184.83	\$632,123.00	79.60%	80.00% ▲	0.40%	\$128,938.17	
Legal Department							
City Attorney	\$281,928.63	\$365,000.00	77.24%	75.00% ▲	-2.24%	\$83,071.37	\$235K for routine legal services, \$50K for 520 Litigation, Staff added \$80K for "contentious"
Special Counsel	\$19,291.00	\$100,000.00	19.29%	75.00% ▲	55.71%	\$80,709.00	\$50K for State Route 520 Mediation and PD CBA Negotiations
Public Defender	\$12,550.00	\$14,000.00	89.64%	75.00% ▼	-14.64%	\$1,450.00	Just rec. Q2 bill, likely to go over budget in 2026 by around \$10,000
Prosecuting Attorney	\$32,850.00	\$48,000.00	68.44%	75.00% ▲	6.56%	\$15,150.00	
Total Legal Department	\$346,619.63	\$527,000.00	65.77%	75.00% ▲	9.23%	\$180,380.37	
Central Services							
Salaries & Wages							
Salaries & Wages	\$165,866.84	\$337,380.00	49.16%	75.00% ▲	25.84%	\$171,513.16	CPI-W=2.7% COLA 1 non-rep employee; 3% CBA est COLA 3 employees--see salary model notes for details
Longevity	\$7,690.14	\$9,209.00	83.51%	75.00% ▼	-8.51%	\$1,518.86	(Budgeted for future hire, 2/3 FTEs are on the Payroll)
Education	\$1,350.00	\$1,800.00	75.00%	75.00% ▲	0.00%	\$450.00	
ICMA 457 Plan	\$2,375.00	\$12,000.00	19.79%	45.00% ▲	25.21%	\$9,625.00	
Overtime	\$11,940.58	\$0.00				(\$11,940.58)	Acting City Clerk is Eligible for OT for Council and Park Board Meetings
Total Salaries & Wages	\$189,222.56	\$360,389.00	52.51%	75.00% ▲	22.49%	\$171,166.44	
Personnel Benefits							
Personnel Benefits	\$61,290.66	\$114,691.00	53.44%	75.00% ▲	21.56%	\$53,400.34	
Total Personnel Benefits	\$61,290.66	\$114,691.00	53.44%	75.00% ▲	21.56%	\$53,400.34	
Office and Operating Supplies							
Office And Operating Supplies	\$16,448.20	\$35,000.00	46.99%	75.00% ▲	28.01%	\$18,551.80	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs

Total Office and Operating	\$16,448.20	\$35,000.00	46.99%	75.00% ▲	28.01%	\$18,551.80	
Other Services							
Professional Services	\$7,345.64	\$37,200.00	19.75%	75.00% ▲	55.25%	\$29,854.36	Proshred, Municode, Debtbook, Lasefische
Postage/Telephone	\$3,812.31	\$8,000.00	47.65%	75.00% ▲	27.35%	\$4,187.69	Postage (City Hall printing/mailling services); fax & credit card lines
Travel & Training	\$400.00	\$8,000.00	5.00%	75.00% ▲	70.00%	\$7,600.00	Training for clerk, Deputy Clerk/Admin Asst, ISC
Advertising	\$7,216.80	\$7,500.00	96.22%	75.00% ▼	-21.22%	\$283.20	DS, CS legal advertisements
Utility Serv-Elec,Water,Waste	\$24,917.18	\$28,000.00	88.99%	75.00% ▼	-13.99%	\$3,082.82	City Hall and PW Building Utilities higher than expected
Repairs & Maint-Equipment	(\$12.00)	\$750.00	-1.60%	75.00% ▲	76.60%	\$762.00	office equipment repairs - Printer Svcs-Budget
Miscellaneous	\$2,549.27	\$6,000.00	42.49%	75.00% ▲	32.51%	\$3,450.73	City Council Meeting Food and Drink
Dues, Subscriptions	\$220.00	\$700.00	31.43%	75.00% ▲	43.57%	\$480.00	City Clerk and Deputy Clerk
Postcard, Public information	\$3,481.29	\$18,000.00	19.34%	75.00% ▲	55.66%	\$14,518.71	Community mailings placeholder, New Community Member Outreach
Photocopies	\$0.00	\$500.00	0.00%	75.00% ▲	75.00%	\$500.00	Most expenditures reflect pass through costs related to public records
Total Other Services	\$49,930.49	\$114,650.00	43.55%	75.00% ▲	31.45%	\$64,719.51	
Building Maintenance							
Facility Rental	\$4,907.78	\$4,800.00	102.25%	75.00% ▼	-27.25%	(\$107.78)	1 Public Storage Unit, cost increased in 2026
Repairs/maint-City Hall Bldg	\$53,002.21	\$60,000.00	88.34%	75.00% ▼	-13.34%	\$6,997.79	City Hall & Post Office Leaning and Maint. HVAC, Firealarms, Bathrooms
Total Building Maintenance	\$57,909.99	\$64,800.00	89.37%	75.00% ▼	-14.37%	\$6,890.01	
Information Technology							
Public Utilities	\$2,533.57	\$0.00				(\$2,533.57)	Replacement mouse, keyboards, Data Center replacement battery, etc
IT HW, SW, Operating Supplies	\$195.95	\$1,500.00	13.06%	75.00% ▲	61.94%	\$1,304.05	IT Managed Services (less 15.56% for TIG DS allocation) Removal of onsite has reduced costs
Technical Services, Software Services	\$98,631.69	\$170,000.00	58.02%	75.00% ▲	16.98%	\$71,368.31	City Subscriptions and Software Licenses
Software Services	\$118,883.51	\$150,000.00	79.26%	75.00% ▲	-4.26%	\$31,116.49	
Repairs & Maint., Annual Software Maint.	\$5,029.47	\$15,000.00	33.53%	75.00% ▲	41.47%	\$9,970.53	
Misc.	\$2,695.59	\$0.00				(\$2,695.59)	
Total Information Technology	\$2,695.59	\$0.00		75.00% ▲	75.00%	(\$2,695.59)	
Total Central Services	\$602,771.68	\$1,026,030.00	58.75%			\$423,258.32	
Police Operations							
Salaries & Wages							
Salaries & Wages	\$1,076,350.83	\$1,425,110.00	75.53%	75.00% ▲	-0.53%	\$348,759.17	CPI-W=2.7% COLA 2 non-rep employee; 3.0% CBA Clerical; 3.0% CBA PD est ceiling COLA 8 employees
Longevity	\$32,962.02	\$40,110.00	82.18%	75.00% ▼	-7.18%	\$7,147.98	
Education	\$450.00	\$600.00	75.00%	75.00% ▲	0.00%	\$150.00	
ICMA 457 Plan	\$36,081.18	\$49,000.00	73.64%	75.00% ▲	1.36%	\$12,918.82	
Opt-Out Of Medical	\$25,437.69	\$40,234.00	63.22%	75.00% ▲	11.78%	\$14,796.31	
Night Shift Differential	\$14,249.53	\$20,808.00	68.48%	75.00% ▲	6.52%	\$6,558.47	Based on "average" week of coverage provided by Sergeant
2% Physical Fitness Incentive	\$10,404.72	\$19,063.00	54.58%	75.00% ▲	20.42%	\$8,658.28	All officers utilizing
Overtime	\$120,200.60	\$130,000.00	92.46%	75.00% ▼	-17.46%	\$9,799.40	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)
Merit Pay	\$72,108.20	\$71,205.00	101.27%	100.00% ▲	-1.27%	(\$903.20)	Paid fully in Fenruary
Holiday Pay	\$195.57	\$72,811.00	0.27%	0.00% ▲	-0.27%	\$72,615.43	Increase due to potential additional of Juneteenth
Total Salaries & Wages	\$1,388,440.34	\$1,868,941.00	74.29%	75.00% ▲	0.71%	\$480,500.66	
Personnel Benefits							
Personnel Benefits	\$368,334.17	\$536,540.00	68.65%	75.00% ▲	6.35%	\$168,205.83	Payroll taxes, Medical (8.7% increase), Dental benefits,etc, less DRS/ICMA replacement above.
Personnel Benefits-Retirees	\$17,684.00	\$27,826.00	63.55%	75.00% ▲	11.45%	\$10,142.00	LEOFF 1 Medical plus Unum (+4%) + 12 mos rolling reimb(+10%)
Uniforms	\$13,310.63	\$17,500.00	76.06%	75.00% ▲	-1.06%	\$4,189.37	Uniform replacement
DOJ Bullet Proof Vest Program	\$2,074.75	\$4,000.00	51.87%	50.00% ▲	-1.87%	\$1,925.25	Two vest replacements
Tuition	\$6,687.00	\$6,000.00	111.45%	100.00% ▼	-11.45%	(\$687.00)	Two officers collecting on tuition reimbursement
Total Personnel Benefits	\$408,090.55	\$591,866.00	68.95%	75.00% ▲	6.05%	\$183,775.45	
Supplies							
Office Supplies	\$10,398.78	\$15,000.00	69.33%	75.00% ▲	5.67%	\$4,601.22	
IT HW,SW Off Equip <\$5K	\$182.08	\$6,000.00	3.03%	75.00% ▲	71.97%	\$5,817.92	Upgrades, normal operating costs
Police Operating Supplies	\$3,357.82	\$20,000.00	16.79%	75.00% ▲	58.21%	\$16,642.18	Taser cartridges, evidence processing equip, radio batteries, etc.; NARCAN replacement
Ammo/Range (Targets, etc)	\$0.00	\$11,000.00	0.00%	0.00% ▲	0.00%	\$11,000.00	Per ofc. contract and for training/firearms qualifications - ammo costs (EOY Purchase)
Vehicle Expenses-Gas, Car Wash	\$26,791.15	\$35,000.00	76.55%	75.00% ▲	-1.55%	\$8,208.85	Includes bridge tolls,fuel costs
Firearms (Purchase & Repair)	\$7,090.91	\$2,500.00	283.64%	75.00% ▼	-208.64%	(\$4,590.91)	Paid up front in Q2
Total Supplies	\$47,820.74	\$89,500.00	53.43%	75.00% ▲	21.57%	\$41,679.26	
Other Services & Charges							
Professional Services	\$2,332.97	\$4,000.00	58.32%	75.00% ▲	16.68%	\$1,667.03	
Dispatch Services-Norcom Trans	\$92,010.88	\$92,011.00	100.00%	100.00% ▲	0.00%	\$0.12	NORCOM - 2026 Q1 - Q3 already paid
Dispatch-EPSCA	\$9,238.32	\$15,000.00	61.59%	75.00% ▲	13.41%	\$5,761.68	Per contract - cost to maintain 800 Mhz police radio connectivity (change title to PSERN)
Marine Patrol Services	\$0.00	\$113,400.00	0.00%	0.00% ▲	0.00%	\$113,400.00	Anticipated cost with Mercer Island, Paid in Q4
Bellevue CARE program	\$7,163.79	\$8,500.00	84.28%	75.00% ▼	-9.28%	\$1,336.21	Increase due to 2025 trend
Recruitment-Backround	\$2,174.43	\$5,000.00	43.49%	75.00% ▲	31.51%	\$2,825.57	Public Safety Testing fees
Jail Service-Prisoner Board	\$14,053.37	\$14,000.00	100.38%	75.00% ▼	-25.38%	(\$53.37)	King County Jail/SCORE/Kirkland Jail
Prisoner Transport	\$0.00	\$500.00	0.00%	75.00% ▲	75.00%	\$500.00	Cost to shuttle prisoners from jail to court and back to jail
Communications (phone,Pager)	\$10,471.40	\$18,000.00	58.17%	75.00% ▲	16.83%	\$7,528.60	Cell phones and service, computer modems in patrol car, KC INET service.

Travel & Training	\$17,812.90	\$20,000.00	89.06%	75.00%	▼	-14.06%	\$2,187.10	Ongoing training requirements, large mandatory CJTC training requirements increase, new officers
Equipment-Lease & Rentals	\$2,779.45	\$2,000.00	138.97%	75.00%	▼	-63.97%	(\$779.45)	Copy machine
Repairs & Maint-Equip & Evidence SW	\$0.00	\$12,000.00	0.00%	75.00%	▲	75.00%	\$12,000.00	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of \$2500
Repairs & Maint-Automobiles	\$8,334.70	\$10,000.00	83.35%	75.00%	▼	-8.35%	\$1,665.30	
Animal Control	\$470.00	\$0.00					(\$470.00)	New for 2026
Dues,Subscriptions,Memberships	\$5,090.39	\$6,000.00	84.84%	75.00%	▼	-9.84%	\$909.61	WSPC, IACP Professional Memberships
Lexipol Manuals	\$6,627.52	\$9,000.00	73.64%	100.00%	▲	26.36%	\$2,372.48	Yearly maintenance agreement per contract . PowerDMS needed for WASPC Accreditation Requirements
Crime Prevention/Public Educ	\$2,960.38	\$7,500.00	39.47%	75.00%	▲	35.53%	\$4,539.62	Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
Total Other Services & Charges	\$181,520.50	\$336,911.00	53.88%	75.00%	▲	21.12%	\$155,390.50	
Total Police Operations	\$2,025,872.13	\$2,887,218.00	70.17%	75.00%	■	4.83%	\$861,345.87	
Fire & Medical Aid Department								
Fire Control Services	\$522,141.50	\$1,060,791.00	49.22%	50.00%	■	0.78%	\$538,649.50	2026 Will see a 11.67% rise in Fire and EMS Costs
Total Fire & Medical Aid Department	\$522,141.50	\$1,060,791.00	49.22%	50.00%	■	0.78%	\$538,649.50	
Public Housing Services- ARCH								
Public Housing Services - ARCH	\$38,065.77	\$38,066.00	100.00%	100.00%	■	0.00%	\$0.23	Including Admin Fees and GF plus \$11K passthrough (Paid in Jan)
Total Public Housing Services-	\$38,065.77	\$38,066.00	100.00%	100.00%	■	0.00%	\$0.23	
Environmental Services								
Land & Water Conservation Resources-KC	\$3,755.00	\$3,804.00	98.71%	100.00%	■	1.29%	\$49.00	Three equal payments, last one will be in Q3
Pollution Prevention - Puget Sound Clean Air	\$13,273.00	\$13,273.00	100.00%	100.00%	■	0.00%	\$0.00	Paid in Q1
Total Environmental Services	\$17,028.00	\$17,077.00	99.71%	93.00%	▼	-6.71%	\$49.00	
Development Services Dept								
Salaries & Wages								Building Official, Split for Code Enforcement
Salaries & Wages	\$43,023.26	\$67,305.00	63.92%	75.00%	▲	11.08%	\$24,281.74	
ICMA 457 Plan	\$2,250.00	\$3,000.00	75.00%	75.00%	■	0.00%	\$750.00	
Opt-Out of Medical	\$250.00	\$0.00					(\$250.00)	
Total Salaries & Wages	\$45,523.26	\$70,305.00	64.75%	75.00%	▲	10.25%	\$24,781.74	
Personnel Benefits								
Personnel Benefits	\$10,218.94	\$15,940.00	64.11%	75.00%	▲	10.89%	\$5,721.06	
Total Personnel Benefits	\$10,218.94	\$15,940.00	64.11%	75.00%	▲	10.89%	\$5,721.06	
Other Services & Charges								
Planning Consultant	\$34,887.75	\$150,000.00	23.26%	75.00%	▲	51.74%	\$115,112.25	\$50K for Telecom ordinance , \$12K for Critical Area Map, \$10K for Critical Area Ordinance , and special projects
Code Enforcement	\$758.52	\$5,000.00	15.17%	75.00%	▲	59.83%	\$4,241.48	
Total Other Services & Charges	\$34,887.75	\$155,000.00	22.51%	75.00%	▲	52.49%	\$98,788.73	
Special Planning Projects	\$38,864.94	\$34,000.00	114.31%	100.00%	▼	-14.31%	(\$4,864.94)	ROW Tree Inventory Study
Misc. (dues, Subscrip)	\$4,534.87	\$6,500.00	69.77%	75.00%	▲	5.23%	\$1,965.13	\$4K for Tree Plotter Software
Total Development Services Dept	\$134,788.28	\$281,745.00	47.84%	90.00%	▲	42.16%	\$146,956.72	
Mental Health Services - King County								
Mental Health Services-KC Substance Abuse	\$400.81	\$1,000.00	40.08%	75.00%	▲	34.92%	\$599.19	
Total Mental Health Services - King	\$400.81	\$1,000.00	40.08%	75.00%	▲	34.92%	\$599.19	
Recreational Services								Lifeguards salary and wages to start during the July Payroll Period
Salaries & Wages - Lifeguards	\$34,041.73	\$32,000.00	106.38%	100.00%	▼	-6.38%	(\$2,041.73)	
Personnel Benefits - Lifeguards	\$2,672.27	\$3,000.00	89.08%	100.00%	▲	10.92%	\$327.73	
Uniforms - Lifeguards	\$1,357.08	\$2,000.00	67.85%	100.00%	▲	32.15%	\$642.92	
Operating Supplies - Lifeguards	\$1,838.79	\$500.00	367.76%	100.00%	▼	-267.76%	(\$1,338.79)	supplies and misc combined
Miscellaneous - Lifeguards	\$2,582.15	\$7,300.00	35.37%	80.00%	▲	44.63%	\$4,717.85	
Travel & Training - Lifeguards	\$1,517.10	\$800.00	189.64%	100.00%	▼	-89.64%	(\$717.10)	
Total Recreational Services	\$44,009.12	\$45,600.00	96.51%	95.00%	■	-1.51%	\$1,590.88	
Parks Department								CPI-W=2.7% COLA 1 non-rep employee; 3.0% CBA est COLA 4 employees
Seasonal Salaries & Wages	\$14,630.77	\$22,089.00	66.24%	75.00%	▲	8.76%	\$7,458.23	
Salaries & Wages	\$248,512.08	\$331,718.00	74.92%	75.00%	■	0.08%	\$83,205.92	
Longevity	\$9,026.44	\$7,633.00	118.26%	75.00%	▼	-43.26%	(\$1,393.44)	Grievance decision led to retroactive Longevity pay for one employee
Education	\$2,160.00	\$3,240.00	66.67%	75.00%	▲	8.33%	\$1,080.00	
ICMA 457 Plan	\$9,240.00	\$10,800.00	85.56%	75.00%	▼	-10.56%	\$1,560.00	
Opt-Out Of Medical	\$7,523.33	\$7,806.00	96.38%	75.00%	▼	-21.38%	\$282.67	
Overtime	\$12,445.84	\$15,000.00	82.97%	75.00%	▼	-7.97%	\$2,554.16	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
Personnel Benefits								
Personnel Benefits	\$92,163.18	\$118,429.00	77.82%	75.00%	■	-2.82%	\$26,265.82	
Uniforms	\$2,772.59	\$2,800.00	99.02%	75.00%	▼	-24.02%	\$27.41	
Total Personnel Benefits	\$94,935.77	\$121,229.00	78.31%	75.00%	■	-3.31%	\$26,293.23	

Supplies					
Operating Supplies	\$26,935.71	\$37,000.00	72.80%	75.00% ▬	2.20%
Maintenance Supplies	\$263.62	\$0.00			(\$263.62)
Vehicle Fuel & Lube	\$6,118.83	\$5,000.00	122.38%	100.00% ▼	-22.38%
Total Supplies	\$33,318.16	\$42,000.00	79.33%	75.00% ▬	-4.33%
Other Services & Charges					
Professional Services	\$8,089.67	\$20,000.00	40.45%	75.00% ▲	34.55%
Professional Services-Misc	\$11,145.22	\$4,000.00	278.63%	75.00% ▼	-203.63%
Miscellaneous	\$1,200.00	\$0.00			(\$1,200.00)
Telephone/postage	\$4,827.00	\$8,000.00	60.34%	75.00% ▲	14.66%
Travel & Training	\$533.67	\$4,000.00	13.34%	75.00% ▲	61.66%
Utilities	\$28,160.28	\$28,000.00	100.57%	75.00% ▼	-25.57%
Repair & Maint Equipment	\$328.57	\$12,500.00	2.63%	75.00% ▲	72.37%
Miscellaneous, annual lease	\$0.00	\$600.00	0.00%	75.00% ▲	75.00%
Misc-Property Tax	\$390.52	\$450.00	86.78%	100.00% ▲	13.22%
Total Other Services & Charges	\$54,674.93	\$77,550.00	70.50%	75.00% ▬	4.50%
Capital Outlay					
Park Improvements	(\$572.41)	\$0.00			\$572.41
Total Capital Outlay	(\$572.41)	\$0.00			\$572.41
Total Parks Department	\$485,894.91	\$639,065.00	76.03%	75.00% ▬	-1.03%
Nonexpenditures					
Refund of DS Adv Deposit	\$519.75	\$0.00			(\$519.75)
Total Nonexpenditures	\$519.75	\$0.00			(\$519.75)
Capital Expenditures					
City Hall IT HW/SW >\$5K Capital Outlay	\$57,184.64	\$57,000.00	100.32%	100.00% ▬	-0.32%
City Hall Capital >\$5K	\$51,774.33	\$46,295.00	111.84%	75.00% ▼	-36.84%
Police HW/SW Equipment >\$5K Capital	\$32,476.99	\$66,500.00	48.84%	75.00% ▲	26.16%
Police Lease Repayment, Principal Cost	\$111,328.94	\$93,600.00	118.94%	80.00% ▼	-38.94%
Police Lease Repayment, Interest Cost	\$17,090.93	\$27,600.00	61.92%	75.00% ▲	13.08%
Parks Improvements	\$706.82	\$9,000.00	7.85%	75.00% ▲	67.15%
Parks Capital Outlay	\$186,115.70	\$180,000.00	103.40%	100.00% ▬	-3.40%
Total Capital Expenditures	\$456,678.35	\$479,995.00	95.14%	75.00% ▼	-20.14%
General Operating Transfers					
Transfer from General to Street	\$341,250.03	\$455,000.00	75.00%	75.00% ▬	0.00%
Trans from GF to Dev. Serv. Fund	\$74,999.97	\$100,000.00	75.00%	75.00% ▬	0.00%
Total General Operating Transfers	\$416,250.00	\$555,000.00	75.00%	75.00% ▬	0.00%
Total General Fund	\$5,933,604.89	\$8,631,313.00	68.75%	75.00% ▲	6.25%
City Street Fund					
Seasonal worker street	\$9,753.83	\$13,800.00	70.68%	75.00% ▬	4.32%
Salaries & Wages	\$164,174.74	\$221,146.00	74.24%	75.00% ▬	0.76%
Longevity	\$6,017.62	\$5,089.00	118.25%	75.00% ▼	-43.25%
Education	\$1,440.00	\$2,200.00	65.45%	75.00% ▲	9.55%
ICMA 457 Plan	\$6,160.00	\$7,200.00	85.56%	75.00% ▼	-10.56%
Opt-Out Of Medical	\$5,015.53	\$5,212.00	96.23%	75.00% ▼	-21.23%
Overtime	\$8,087.41	\$12,000.00	67.40%	75.00% ▲	7.60%
Personnel Benefits					
Personnel Benefits	\$58,936.39	\$78,952.00	74.65%	75.00% ▬	0.35%
Uniforms	\$215.09	\$3,000.00	7.17%	75.00% ▲	67.83%
Total Personnel Benefits	\$59,151.48	\$81,952.00	72.18%	75.00% ▬	2.82%
Supplies					
Operating & Maintenance Supplies	\$6,635.80	\$7,000.00	94.80%	75.00% ▼	-19.80%
Small Tools/minor Equipment	\$6,226.67	\$8,000.00	77.83%	75.00% ▬	-2.83%
Total Supplies	\$12,862.47	\$15,000.00	85.75%	75.00% ▼	-10.75%
Professional Services	\$63,811.65	\$60,000.00	106.35%	75.00% ▼	-31.35%
NPDES Grant	\$14,590.76	\$60,000.00	24.32%	75.00% ▲	50.68%
Road & Street Maintenance	\$32,691.06	\$11,000.00	297.19%	75.00% ▼	-222.19%
Machine/Facility Rental	\$3,293.83	\$4,000.00	82.35%	75.00% ▼	-7.35%
Utility Services	\$493.05	\$1,000.00	49.31%	75.00% ▲	25.70%
Equipment Maintenance	\$5,208.44	\$7,000.00	74.41%	75.00% ▬	0.59%
Storm Drain Maintenance	\$14,853.30	\$15,000.00	99.02%	75.00% ▼	-24.02%
Traffic And Pedestrian Services					
Street Light Utilities	\$15,883.02	\$22,500.00	70.59%	75.00% ▬	4.41%

CPI-W=2.7% COLA 1 non-rep employee; 3.0% CBA est COLA employees
 Seasonal Help
 (\$928.62) Grievance decision led to retroactive Longevity pay for one employee
 \$760.00
 \$1,040.00
 \$196.47
 \$3,912.59 Special Events:Medina Days, Seafair, Parkboard, Snow plowing

\$364.20 Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings REET1 eligible
 \$1,773.33 power tools, mower parts, Pole Saw, Weedeater
 (\$3,811.65) 84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted)
 \$45,409.24 NPDES Requirements Grant \$50k
 (\$21,691.06) Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
 \$706.17 ditch witch, compactor, compressor, manlift
 \$506.95 Utility locates
 \$1,791.56 PW vehicle and power equip repairs
 \$146.70 Catch Basin Vactoring, Storm Line jetting, root cutting, camera

Traffic Control Devices	\$2,077.36	\$10,000.00	20.77%	75.00% ▲	54.23%	\$7,922.64	Posts, reflective signs(Fed Req), barricades, cones
Snow & Ice Removal	\$0.00	\$2,000.00	0.00%	75.00% ▲	75.00%	\$2,000.00	Sand, ice melt
Street Cleaning	\$22,264.16	\$78,000.00	28.54%	75.00% ▲	46.46%	\$55,735.84	Street sweeping
Total Traffic And Pedestrian	\$40,224.54	\$112,500.00	35.76%	75.00% ▲	39.24%	\$72,275.46	
Roadside							
Street Irrigation Utilities	\$3,540.21	\$18,000.00	19.67%	75.00% ▲	55.33%	\$14,459.79	
Total Roadside	\$3,540.21	\$18,000.00	19.67%	75.00% ▲	75.00%	\$14,459.79	
Capital Expenditures							
Street Capital Equipment	\$53,844.67	\$5,000.00	1,076.89%	100.00% ▼	-976.89%	(\$48,844.67)	Asset Essentials Licensing \$5k, Skidsteer Vehicle approved by Council will be amended at year end
Total Capital Expenditures	\$53,844.67	\$5,000.00	1,076.89%	100.00% ▼	-976.89%	(\$48,844.67)	
Total City Street Fund	\$505,214.59	\$657,099.00	76.89%	75.00% ■	-1.89%	\$151,884.41	
Tree Fund							
Professional Services/Landscape Consultant	\$2,922.95	\$0.00				(\$2,922.95)	
Miscellaneous-Tree Replacement	\$8,755.62	\$30,000.00	29.19%	75.00% ▲	75.00%	\$21,244.38	
Total Tree Fund	\$11,678.57	\$30,000.00	38.93%	75.00% ▲	75.00%	\$18,321.43	
Capital Projects Fund							
Refund of Retainage Deposits	\$12,293.91	\$0.00				(\$12,293.91)	
Building Improvements	\$94,663.18	\$40,000.00	236.66%	75.00% ▼	-161.66%	(\$54,663.18)	Lobby Security Door, Repainting City Hall/Post Office, (Add Park Bathroom Locks and PW Storage Project)
Park Improvements	\$104,677.49	\$420,000.00	24.92%	75.00% ▲	50.08%	\$315,322.51	Fairweather Bridge, Tennis Courts, Sand at Beach Park, Park Vegetation Removal
Street Improvements, Overlays	\$193,232.38	\$260,000.00	74.32%	75.00% ■	0.68%	\$66,767.62	78th Place, Bridge Repair
Storm Sewer Improvements	\$239,203.83	\$200,000.00	119.60%	100.00% ▼	-19.60%	(\$39,203.83)	78th Place Storm Improvements
Sidewalk Improvements	\$75,134.18	\$200,000.00	37.57%	75.00% ▲	37.43%	\$124,865.82	Evergreen Pt Rd./Overlake Drive Improvements Design
Medina Park Ponds	\$1,269.50	\$0.00				(\$1,269.50)	
Transfer Out							
Transfer from Capital to Street	\$74,999.97	\$100,000.00	75.00%	75.00% ■	0.00%	\$25,000.03	
Total Transfer Out	\$74,999.97	\$100,000.00	75.00%	75.00% ■	0.00%	\$25,000.03	
Total Capital Projects Fund	\$795,474.44	\$1,220,000.00	65.20%	75.00% ▲	9.80%	\$424,525.56	
Development Services Fund							
Sound Testing Consultant	\$3,345.00	\$0.00				(\$3,345.00)	A process change will eliminate the need for sound testing mechanical appliances.
Insurance Allocation (WCIA)	\$39,954.50	\$40,031.00	99.81%	100.00% ■	0.19%	\$76.50	AWC Liability insurance. 15.56% alloc to DS
City Attorney, Dev. Serv.	\$9,900.00	\$0.00				(\$9,900.00)	Pass through to permit holder only
Technical Services, Software Services	\$14,004.91	\$26,250.00	53.35%	75.00% ▲	21.65%	\$12,245.09	IT - TIG DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
Building Inspector Contract	\$2,203.50	\$2,500.00	88.14%	75.00% ▼	-13.14%	\$296.50	Building Official performs inspections. \$6,000 is contingency, vacations, medical leave, and similar.
Engineering Consultant	\$59,800.04	\$85,000.00	70.35%	75.00% ■	4.65%	\$25,199.96	Grading & drainage Svcs similar to 2025 82% of 2025 of service costs have been recovered through Adv. Dep.
Arborist	\$34,312.50	\$50,000.00	68.63%	75.00% ▲	6.38%	\$15,687.50	Hourly rate increase in 2025. Approx. 50% of the 2025 invoiced service costs recovered by Adv. Dep.
Shoreline Consultant	\$58,181.00	\$32,000.00	181.82%	75.00% ▼	-106.82%	(\$26,181.00)	Shorelines and critical areas specialist. We will issue an RFP to compare costs and service.
Salaries & Wages	\$254,741.82	\$342,168.00	74.45%	75.00% ■	0.55%	\$87,426.18	CPI-W=2.7% COLA 3 non-rep employees; 2.7% CBA est COLA 1 employees
Longevity	\$1,385.28	\$0.00				(\$1,385.28)	
Education	\$2,224.00	\$2,400.00	92.67%	75.00% ▼	-17.67%	\$176.00	
ICMA 457 Plan	\$9,000.00	\$12,000.00	75.00%	75.00% ■	0.00%	\$3,000.00	
Opt-Out of Medical	\$7,171.38	\$5,408.00	132.61%	75.00% ▼	-57.61%	(\$1,763.38)	
Overtime	\$0.00	\$3,000.00	0.00%	75.00% ▲	75.00%	\$3,000.00	
Personnel Benefits	\$80,991.37	\$103,950.00	77.91%	75.00% ■	-2.91%	\$22,958.63	
Operating Supplies	\$249.38	\$1,500.00	16.63%	75.00% ▲	58.37%	\$1,250.62	
Vehicle Expenses - Gas, Oil, Maint.	\$297.15	\$1,000.00	29.72%	75.00% ▲	45.29%	\$702.85	
Professional Services	\$21,600.00	\$35,000.00	61.71%	75.00% ▲	13.29%	\$13,400.00	Building permit architectural and engineering review.
Planning Consultant	\$95,968.63	\$175,000.00	54.84%	75.00% ▲	20.16%	\$79,031.37	Increased use of consultant for permit review and planning support. T some cost recovery through adv dep.
Hearing Examiner	\$3,590.00	\$20,000.00	17.95%	75.00% ▲	57.05%	\$16,410.00	Partial cost recovery is through fee.
Communications	\$1,100.22	\$5,000.00	22.00%	75.00% ▲	53.00%	\$3,899.78	
Travel & Training	\$0.00	\$5,000.00	0.00%	75.00% ▲	75.00%	\$5,000.00	
Dues, Subscriptions, Memberships	\$1,496.29	\$3,600.00	41.56%	75.00% ▲	33.44%	\$2,103.71	
Miscellaneous	\$20,721.11	\$24,000.00	86.34%	75.00% ▼	-11.34%	\$3,278.89	Bank fees for permits paid by CC which are reimbursed with customer fees, postal expenses
Refund of PGB/CMP Deposits (DS)	\$10,000.00	\$0.00				(\$10,000.00)	
Refund of DS Adv Deposits	\$13,218.88	\$40,000.00	33.05%	75.00% ▲	41.95%	\$26,781.12	
DS- IT HW/SW >\$5K Capital Outlay	\$21,256.61	\$30,000.00	70.86%	75.00% ■	4.14%	\$8,743.39	
Total Development Services Fund	\$766,713.57	\$1,044,807.00	73.38%	75.00% ■	1.62%	\$278,093.43	

Excise Tax Number	Recorded Date	Conveyance Doc	Sale Date	Taxable Selling Price		Address	CIP 1	CIP 2	CIP 1 INT	CIP 2 INT	COUNTY	Total Local	Tax Amount
Jurisdiction: MEDINA													
3394266	9/10/2026	DEED	09/01/2026	7,300,000.00	1019 Evergreen Pt Rd.		18,067.50	18,067.50	0.00	0.00	2,809.98	38,944.98	224,575.00
	Grantor: WINDHAM RANCH LTD,			Grantee: VIRIDIAN LEGACY LLC,				Parcel ID: 2525049224		Instrument: 20260910000221			
3395447	9/18/2026	WARRANTY DEED	09/12/2026	6,915,000.00	8826 NE 2nd Place		17,114.62	17,114.62	0.00	0.00	2,640.58	36,869.82	211,100.00
	Grantor: HULIT, BARBARA B			Grantee: ANDERSEN, DEREK G				Parcel ID: 3835502720		Instrument: 20260918000472			
MEDINA Subtotal:				14,215,000.00			35,182.12	35,182.12	0.00	0.00	5,450.56	75,814.80	435,675.00
Count:	2		Report Totals:	14,215,000.00			35,182.12	35,182.12	0.00	0.00	5,450.56	75,814.80	435,675.00



CITY OF MEDINA

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

Date: October 12, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Dawn Nations, Acting City Clerk
Subject: Central Services Department Monthly Report

OCTOBER AND NOVEMBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Bicycle and E-Bike Safety Course	Oct. 10	1:00 pm	St. Thomas Church Parking Lot
City Council Special and Regular Meeting	Oct. 12	5:00 pm	In-Person/Online
2027 Annual Budget Open House	Oct. 14	6 -7:30 pm	In-Person City Hall
Fall Shredder Day/E-Cycling/Drug Take Back	Oct. 17	9:00 am – 12:00 pm	Medina Park -West Parking Lot
City Council Special and Regular Meeting	Oct. 26	5:00 pm	In-Person/Online
Planning Commission Meeting	Oct. 27	Cancelled	
City Council Special and Regular Meeting	Nov. 9	5:00 pm	In-Person/Online
City Council Special and Regular Meeting	Nov. 16	5:00 pm	In-Person/Online
Park Board Meeting	Nov.17	5:00 pm	In-Person/Online
Planning Commission Special Meeting	Nov. 18	6:00 pm	In-Person/Online

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

RECORDS REQUESTS

During the month of September **16** public records requests were received by Central Services. See **Attachment 1**.

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: In September 2026 the city sent 15 bulletins to 568,651 recipients.

Type of Notice	# sent	# of Subscribers
Agenda Packet Notices (Council, PB, PC)	6	15,618
Development Notices	3	405,300
Police Notices (E-Lert program, city event and information, etc.)	3	129,420
City Event/Information Notices (Shredder Day, Animal licensing, Labor Day closure)	3	18,408

**ATTACHMENT 1**

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

DATE: October 12, 2026

TO: Mayor and City Council

From: Dawn Nations, Acting City Clerk

Subject: September 2026, Public Records Request Tracking

In September 2026, Central Services staff received **16** new public records requests. These requests required approximately **7 hours** of Central Services and Development Services staff time and **0 hours** of consulting time with the City Attorney. The overall September cost, which includes staff hourly rate plus benefits and City Attorney fees, is approximately **\$600**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In September 2026, the Police Department received **19** new records requests. These requests required approximately **18 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall September cost, which includes staff hourly rate plus benefits, is approximately **\$1350**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

September 2026 Monthly PRR Report

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
26-258	Hello, I have a house in Medina that had an oil tank replaced in 2022. I am desperately in need of the decommissioning report for replacing the oil tank. The address is 7920 NE 26th St, Medina WA 98039. We are trying to sell the house and the inspection period ends today. Thanks so much, Susan Smith	Susan K Smith	9/29/2026	Development Services	Dawn Nations
26-257	Meeting recording from September 28 2026 Medina City Council meeting	Ryan Packer	9/29/2026	Central Services	Dawn Nations
26-256	Requesting a report of all issued and pending building permits for residential & commercial properties from 6/1/2026 to 7/31/2026. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Kristen Hoffman	9/28/2026	Development Services	Dawn Nations
26-254	Records requested: Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'REBID NE 12th Street Pedestrian Improvements' that was submitted on 02/22/2024. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid. Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid: BIDDER 1 BIDDER 2 Item # Material Quantity Unit UNIT PRICE TOTAL UNIT PRICE TOTAL 1 GRAND TOTAL GRAND TOTAL Common law access / Public interest justification / Fee waivers: My public interest justification is as follows: Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds. Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts. Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting. Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending. Attestations: I am a citizen of the United States and affirm my full name and contact information is true and correct. I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States. I, or another person, will use the requested government records for a commercial purpose; however, the responsive records themselves will be posted online and made available to the public free of charge. I am not seeking records in connection with a legal proceeding. For any compliance matters or other questions *not related* to the responsive record, please email our general counsel at legal[at]govrecordrequest.com. Please do not send responsive records to that address.	Mark Zurada	9/25/2026	Public Works	Dawn Nations

ATTACHMENT 1

Please enter this public records request into the City's records portal for processing. Under the Washington Public Records Act, I request electronic copies of all existing records concerning cellular or wireless-communications facilities located at Three Points Elementary / Bellevue Christian School, 7800 NE 28th Street, Medina, WA 98039, parcel 242504-9104. This request includes both: 1. The AT&T facility identified as USID 11495, including antennas mounted on or concealed within the southeast corner of the school building; and 2. The T-Mobile/Vertical Bridge facility identified as US-WA-5238, US WA 7001, SE02481B, and/or Evergreen Point, including the existing or proposed concealed pole/monopine facility and Medina permits P-24-034, P-24-035 and P-24-036. For each facility, please provide all existing records from the facility's initial proposal through the date of this request, including:

- Applications, permits, approvals, variances, SEPA materials, hearing decisions, inspection records, certificates of completion and as-built plans.
- Complete antenna schedules identifying antenna manufacturer/model, location, mounting height, azimuth, mechanical and electrical downtilt, frequency bands, technologies, transmitter power and maximum EIRP/ERP.
- Radio-frequency exposure studies, FCC maximum-permissible-exposure calculations, engineering certifications and cumulative RF analyses accounting for every carrier operating on the property.
- Post-installation or post-modification RF field measurements, including measurements taken inside the school, in classrooms, the multipurpose room, offices, playgrounds, walkways, roofs, balconies or other occupied or accessible areas.
- Site-specific RF safety plans, exposure-control diagrams, exclusion-zone drawings, striped-area boundaries, signage plans and procedures for shutting down the antennas.
- Records showing the dates that equipment was activated, modified, replaced, upgraded or recertified, including 4G LTE and 5G upgrades.
- Complaints, safety concerns, incident reports, compliance reviews, corrective actions and correspondence concerning RF exposure.
- Leases, licenses, amendments and agreements between Bellevue School District, Bellevue Christian School, AT&T, T-Mobile, Vertical Bridge or their predecessors concerning these facilities.
- Communications regarding whether occupied classrooms or other regularly occupied areas are located directly behind, beneath or within the main transmission path of any antenna.
- Any independent environmental, engineering or RF-safety reviews commissioned by the City, District, school or carriers.
- Records identifying the current facility owners/operators and their site-specific RF-safety contacts, and records showing whether the proposed 70-foot monopine replacement was constructed and activated.

Please include both predictive/computer-modeled reports and actual post-installation field measurements. If no post-installation measurements inside occupied school areas are located, please state that no responsive records were found for that category. This request seeks existing records and does not ask the agency to conduct new testing or create a new technical analysis. Please provide the records electronically and on a rolling basis as they become available. If any portion is withheld or redacted, please identify the applicable statutory exemption and provide all reasonably segregable portions.

26-253 Please notify me of any proposed fees and obtain my approval before incurring them.

Brandon
Morrow

City
Manager;
Development
Services;
Central
Services

Dawn
Nations

ATTACHMENT 1

26-252	I am requesting copies of all active and recently approved permit applications, site plans, and technical reports for the properties located at 2227 Evergreen Point Rd and 2229 Evergreen Point Rd. Specific records requested include: 1) Complete Geotechnical Engineering Reports and Slope Stability Evaluations (including any documents referencing deep-drilling, pylon, or drilled-shaft foundation systems). 2) Approved Temporary and Permanent Erosion & Sedimentation Control (TESC) plans and Stormwater/Drainage Plans. 3) Approved Site Plans displaying property boundaries, construction staging zones, temporary/permanent fencing locations, and all marked fire or utility access easements. 4) Structural Engineering Reports and Plan Sets related to foundation, retaining wall, or bluff-adjacent structural work.	Debbie Markezich	9/25/2026	Development Services	Dawn Nations
26-251	Address : 7657 NE 14th St, Medina, WA 98039 for the above referenced project address, i would like to request a copy of the final approved building and site work permits Thanks	Amit	9/22/2026	Development Services	Dawn Nations
26-244	We request all records, including executed contracts, purchase orders, invoices, and solicitation/RFP documents for products or services purchased from TAPCO, Traffic Logix, and Trident Products, covering the past three years to present. Spreadsheet exports preferred; PDF, Word, or standard ERP/finance reports also work. This is a commercial research request, and we're happy to narrow or clarify the scope to ease fulfillment.	Glenda Walpole	9/16/2026	Finance	Dawn Nations
26-238	Requesting a report of all issued and pending building permits for residential & commercial properties from 8/1/2026 to 8/31/2026. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Kristen Hoffman	9/10/2026		Dawn Nations
26-237	7838 NE 14th St. New SFR associated inspection reports so far. (Civil, building, EMP, etc.)	Tony Ju	9/9/2026	Development Services	Dawn Nations
26-235	We request all records, including executed contracts, purchase orders, invoices, and solicitation/RFP documents for products or services purchased from CareHawk, Quicklert, and Valcom, covering the past three years to present. Spreadsheet exports preferred; PDF, Word, or standard ERP/finance reports also work. This is a commercial research request, and we're happy to narrow or clarify the scope to ease fulfillment.	Glenda Walpole	9/8/2026	Public Works	Dawn Nations

ATTACHMENT 1

26-234	Hello, Under the Texas Public Information Act, I am requesting the most recent available full [County] tax roll. Please provide the existing electronic export in CSV, Excel, or tab-delimited format. If included in the existing data, I am seeking the account or parcel number, property address, owner name and, legal description, assessed and taxable values, tax amount due, delinquent balance, tax years owed, taxing entities, and case or cause number. Please note that I am requesting the tax roll, including tax and delinquency information, rather than only the certified appraisal roll. Please let me know about any forms, fees, or vendor requirements before processing. If another office or contractor maintains the export, please forward this request or provide the correct contact information. Thank you, Raffy Velasco	Raffy Velasco	9/3/2026	Finance	Dawn Nations
26-231	We request all records, including executed contracts, purchase orders, invoices, and solicitation/RFP documents for products or services purchased from CivicPlus, Inrix, Replica, Streetlight Data, Hoover, Karcher, Nascare, and Sanitaire, covering the past three years to present. Spreadsheet exports preferred; PDF, Word, or standard ERP/finance reports also work. This is a commercial research request, and we're happy to narrow or clarify the scope to ease fulfillment.	Glenda Walpole	9/2/2026	Finance	Dawn Nations
26-230	Hello, Under the Texas Public Information Act, I am requesting an electronic list of properties handled by the Code Compliance Division, specifically records related to: Property abatement Structural-condition violations Dangerous structures Vacant or unsecured structures Substandard structures or housing Please include all active, open, pending, unresolved, and recently closed cases from January 1, 2025 through the present. If available, please provide the records in CSV or Excel format and include: Property address Parcel or account number Owner name Case or violation number Violation type and description Date opened Inspection date Current status Compliance deadline Fine, citation, lien, or abatement amount Date closed If another department maintains these records, please forward this request or advise me where it should be submitted. Please provide a cost estimate before processing if any fees apply. Thank you for your assistance.	Raffy Velasco	9/2/2026	Development Services	Dawn Nations
26-229	7838 NE 14th St. New construction full plan set & all associated engineering reports. Geo & Structure calc, civil.	Tony Ju	9/2/2026	Development Services	Dawn Nations

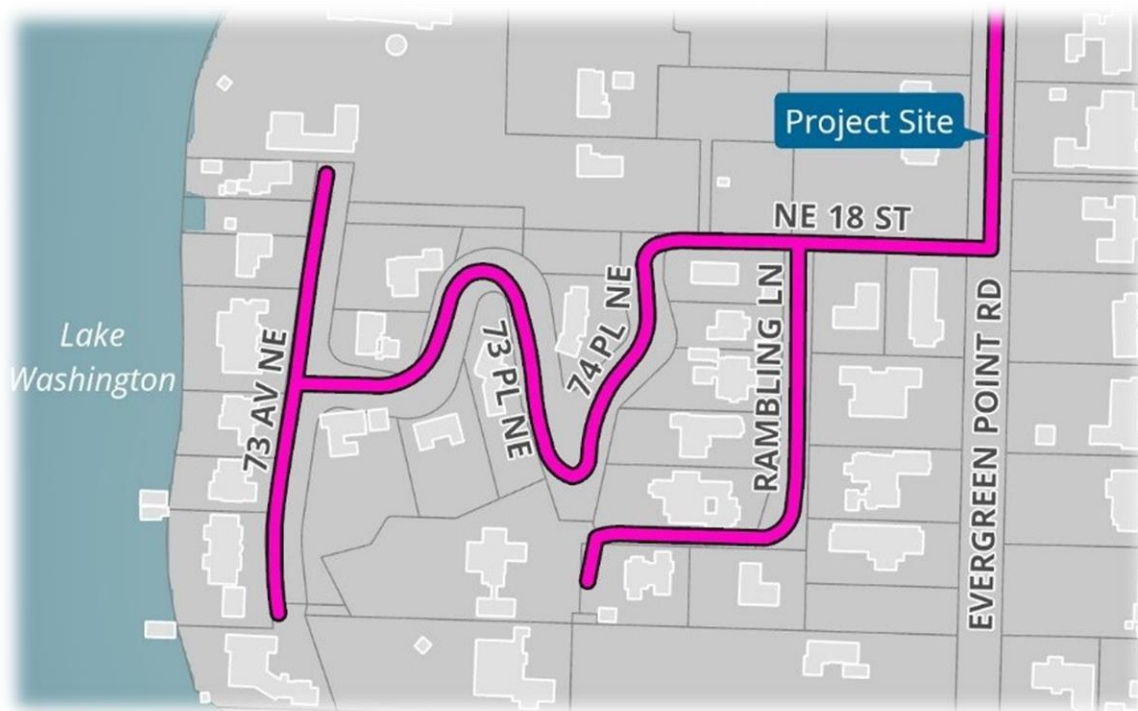


CITY OF MEDINA

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

Date: October 12, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Ryan Osada, Public Works Director
Subject: Public Works Monthly Report

- 1. AC WATER MAIN REPLACEMENT PHASE 3** – Bellevue’s Phase 3 AC Water Main Replacement project has been in the works for several years with multiple delays due to easement acquisition. City of Bellevue has recently posted a Water Main Project Homepage with frequently asked questions regarding construction staging, property access, and potential water service interruptions. Due to the narrow and winding road, coordination will be crucial during the construction process. Bellevue Water stated that property and emergency access will be maintained with temporary delays in work areas. Construction is anticipated to begin in early to mid-2027, with additional notifications and schedule updates provided as the project progresses.



2. **2026 STORM DRAINAGE IMPROVEMENTS** – Last month, Clear Excavating started the storm drainage work along 80TH Ave NE. This project consists of pavement reconstruction at the corner of NE 27th Street and 80th Avenue NE and improvements to the storm system at the intersection of NE 26th Street and 80th Avenue NE. This work also includes the replacement of two curb ramps at the intersection of NE 26th Street and 80th Avenue NE.



3. **POINTS LOOP TRAIL** – Resurfacing the gravel pathways was completed last month along with minor drainage improvements. The work included the pathway along 77th Ave NE between NE 24th Street and NE 28th Street, also Overlake Drive West between Evergreen Point Road and 81st Ave NE. Improvements consisted of scarifying the existing pathway, placing three inches of fresh gravel and compacting the surface.



4. **MAINTENANCE** – As part of the NPDES Permit requirements, annual maintenance is required on the flow control device (Thirsty-Duck) located at the outfall of the south pond. The device regulates discharge from the pond into the adjacent wetlands and ultimately to Lake Washington. This area accumulates sediment which can clog the Thirsty-Duck and make it inoperable.



5. PROJECT UPDATES -

STREETS:

2026 Overlake Drive Bridge Repairs 1014C – completed, waiting for final inspection by King County
78th PL NE Asphalt Overlay – completed

SIDEWALK:

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

PARKS:

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

STORMWATER:

2026 Drainage Improvements – in progress, scheduled to complete mid October
2025 Medina Park North Pond Vegetation Removal – phase 1 completed, phase 2 permitting
Citywide Stormwater System Mapping – on going updates

BUILDING:

2026 Post Office Interior Painting – completed
Public Works Carport & Storage – containers installed, canopy is being reviewed/permited
City Hall Backup Generator Inlet Plug – scheduling load study and options
City Hall Security, Lobby Design & Space Planning – moved to next year
City Hall Water Filler Station – completed

OTHER:

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

September 2026 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
8X8, Inc.	816248	CH Phones	\$921.75	EFT ACH 9/18/2026 1:43:19 PM - 1	9/18/2026	001-000-000-518-80-41-50	Technical Services, Software Services
8X8, Inc. Total			\$921.75				
911 Supply Inc	INV-2-63701	Nylon Belt/Clip on Ties	\$57.85	67983	9/17/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc Total			\$57.85				
Adamson Police Products	INV456566	Patrol Rifle Optic	\$1,535.00	67984	9/17/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
Adamson Police Products	INV456962	Firearm Purchase PD	\$1,625.00	67984	9/17/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
Adamson Police Products Total			\$3,160.00				
ADP, Inc.	ADP Fee September 2026	ADP Fee September 2026	\$2,848.18	EFT Payment 9/11/2026 9:52:09 AM - 1	9/11/2026	001-000-000-514-20-41-00	IT Tech, SW Services- City Hall
ADP, Inc. Total			\$2,848.18				
Amazon Capital Services	1NGT-GK71-KXXH	Wristbands for young swimmers	\$9.80	67985	9/17/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
Amazon Capital Services	16WH-4KHT-69W6	Dog Collar / Leash	\$11.03	67985	9/17/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1GL4-HCRN-FP7K	Phone Holsters	\$16.77	67985	9/17/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	13WN-G7VV-QRLR	Air Freshers	\$18.53	67985	9/17/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1VPF-QRYH-QCGH	Combo Padlock	\$18.98	67985	9/17/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1MVK-RKDG-N9JT	Airtags - Bikes	\$30.88	67985	9/17/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1RY4-P4K4-KCCV	Goggles for Lifeguards	\$36.85	67985	9/17/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
Amazon Capital Services	1CHN-F443-FHL6	Vinyl Sticker Paper	\$48.56	67985	9/17/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1WKD-93JR-DNJL	LG Fanny Packs / Lifejackets	\$225.45	67985	9/17/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
Amazon Capital Services	1MJ1-6RVF-KD4Y	Uniforms	\$843.64	67985	9/17/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	Credit Memo Unapplied Funds	PD Office Supplies	(\$288.83)	EFT Payment 9/30/2026 1:22:53 PM - 1	9/30/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1QR1-61VW-CQF3	CPR Masks	\$43.22	EFT Payment 9/30/2026 1:22:53 PM - 1	9/30/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
Amazon Capital Services	1PPH-QRM4-4GLG	Tourniquets	\$84.14	EFT Payment 9/30/2026 1:22:53 PM - 1	9/30/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1QQ3-3PW1-71RG	Tactical Caun Light	\$184.83	EFT Payment 9/30/2026 1:22:53 PM - 1	9/30/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
Amazon Capital Services Total			\$1,283.85				
AT&T Mobility	287287975246x08272026	PD Patrol Cars	\$1,144.93	67986	9/17/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
AT&T MOBILITY	287290584494x09132026	PW Cell Phones	\$432.29	68011	9/30/2026	001-000-000-576-80-42-00	Telephone/postage
AT&T Mobility Total			\$1,577.22				
Bellevue City Treasurer - Water	06/25/2026 to 08/18/2026 100 84th Ave NE	View Point Pk Irrigation	\$85.61	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05/28/2026 to 07/30/2026 7801 NE 32nd ST	Fairweather Pk Irrigation	\$182.95	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	06/25/2026 to 08/18/2026 8401 Overlake Dr W	View Pt Pk Irrigation	\$447.37	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05/28/2026 to 07/30/2026 501 Evergreen Point RD	Beach Park Irrigation	\$906.47	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05/28/2026 to 07/30/2026 501 Evergreen Point RD	CH Utilities	\$1,078.31	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05/28/2026 to 07/30/2026 506 Evergreen Point RD	Beach Park Irrigation	\$1,892.03	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	05/28/2026 to 07/30/2026 1000 80th Ave NE	Medina Park Irrigation	\$3,439.87	EFT Payment 9/22/2026 9:12:39 AM - 1	9/22/2026	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water Total			\$8,032.61				
Bluebeam Inc.	2994661	BlueBeam Renewal	\$1,457.28	EFT ACH 9/18/2026 1:43:19 PM - 2	9/18/2026	001-000-000-518-80-41-60	Software Services
Bluebeam Inc. Total			\$1,457.28				
Buenavista Services, Inc	14095	Park Restroom Janitorial Svcs	\$1,053.29	67987	9/17/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg

Buenavista Services, Inc	14096	Ch & PO Janitorial Svcs	\$1,852.50	67987	9/17/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	14097	CH & PO Cleaning Svcs	\$2,053.28	67987	9/17/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	14106	Seafair & Medina Day Restroom Svcs	\$3,286.00	67987	9/17/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc Total			\$8,245.07				
Calicoat, Kevin	Expense Report 09-15-2026	Work Boots	\$155.29	26023006242519	9/17/2026	001-000-000-576-80-22-00	Uniforms
Calicoat, Kevin Total			\$155.29				
CivicPlus, LLC	387352	Annual Website Renewal	\$13,781.04	EFT ACH 9/18/2026 1:43:19 PM - 3	9/18/2026	001-000-000-518-80-41-60	Software Services
CivicPlus, LLC Total			\$13,781.04				
Coffman Engineers	26013790	Mechanical Equipment Sound Testing	\$525.00	EFT ACH 9/18/2026 1:43:19 PM - 4	9/18/2026	401-000-000-555-50-41-08	Sound Testing Consultant
Coffman Engineers	26015682	Mechanical Equipment Sound Testing	\$510.00	EFT Payment 9/30/2026 1:47:49 PM - 1	9/30/2026	401-000-000-555-50-41-08	Sound Testing Consultant
Coffman Engineers Total			\$1,035.00				
Combined Cutting Contractors, Inc dba P n D Logging & Tree Service	5090	Overlake & NE 2nd PL Medina - Tree #1754	\$8,494.20	67988	9/17/2026	103-000-000-558-60-49-10	Miscellaneous-Tree Replacement
Combined Cutting Contractors, Inc dba P n D Logging & Tree Service Total			\$8,494.20				
Comcast	Services from 08/25/26-09/24/26	PW Internet Service	\$146.40	67989	9/17/2026	001-000-000-576-80-42-00	Telephone/postage
Comcast	Services from Sep 25, 2026 to Oct 24, 2026	PW Internet Service	\$161.40	68012	9/30/2026	001-000-000-576-80-42-00	Telephone/postage
Comcast Total			\$307.80				
DePaolo's Painting Inc	Retainage	City Hall Exterior Painting Retention	\$3,539.00	67990	9/17/2026	307-000-000-582-20-00-00	Refund of Retainage Deposits
DePaolo's Painting Inc Total			\$3,539.00				
Dunn Lumber	11465783	PW Supplies	\$34.50	68013	9/30/2026	001-000-000-576-80-31-00	Operating Supplies
Dunn Lumber	11466597	PW Supplies	\$370.10	68013	9/30/2026	001-000-000-576-80-31-00	Operating Supplies
Dunn Lumber Total			\$404.60				
Edwards, Sol	Lifeguard Recertification 2026	Lifeguard Recertification 2026	\$192.85	EFT ACH 9/18/2026 1:43:19 PM - 5	9/18/2026	001-000-000-571-00-40-00	Travel & Training - Lifeguards
Edwards, Sol Total			\$192.85				
Facet/DCG/Watershed	0075966	Critical Area Map	\$1,388.92	67992	9/17/2026	001-000-000-558-60-41-01	Planning Consultant
Facet/DCG/Watershed Total			\$1,388.92				
Farallon Consulting	0061138	Critical Area Review	\$4,066.00	EFT ACH 9/18/2026 1:43:19 PM - 6	9/18/2026	401-000-000-558-50-41-55	Shoreline Consultant
Farallon Consulting Total			\$4,066.00				
FCI - Custom Police Vehicles	17835	Interest MPD Veh	\$224.70	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17836	Interest MPD Veh	\$341.39	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17837	Interest MPD Veh	\$477.24	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17836	Lease MPD Car 32	\$632.55	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17837	Lease MPD Car 33	\$903.28	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17835	Lease MPD Car 30	\$1,132.61	EFT Payment 9/30/2026 1:47:49 PM - 2	9/30/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles Total			\$3,711.77				
Ford Credit Municipal Finance	1784303	Interest MPD Veh	\$314.05	EFT ACH 9/18/2026 1:43:19 PM - 7	9/18/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
Ford Credit Municipal Finance	1784303	MPD Lease Car 34	\$891.61	EFT ACH 9/18/2026 1:43:19 PM - 7	9/18/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
Ford Credit Municipal Finance Total			\$1,205.66				
Fowler Company, HD	I7438106	Beaver Dam Mitigation	\$425.60	68014	9/30/2026	307-000-000-594-76-63-20	Park Improvements
Fowler Company, HD Total			\$425.60				
Goad, Christopher & Tanya	Permit# TREE-25-030 PW-ROW-25-034 ENG-GD-25-016 Advance Deposit Refund	Advance Deposit Refund Permit# TREE-25-030 PW-ROW-25-034 ENG-GD-25-016	\$168.98	68009	9/17/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Goad, Christopher & Tanya	Permit# P-25-051 Advance Deposit Refund	Advance Deposit Refund Permit# P-25-051	\$382.40	68009	9/17/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits

Goad, Christopher & Tanya	Permit# P-25-044 P-25-043 Advance Deposit Refund	Advance Deposit Refund Permit# P-25-044 P-25-043	\$1,558.00	68009	9/17/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Goad, Christopher & Tanya Total			\$2,109.38				
Gray & Osborne, Inc.	Inv # 2 Project # 25518.00	NPDES Assistance	\$199.88	67993	9/17/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 4 Project # 26421.00	NPDES Assistance	\$235.24	67993	9/17/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 7 Project # 25427.18	Grading & Drainage Service	\$241.27	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 10 Project # 24427.02	Grading & Drainage Service	\$242.79	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 26427.03	Grading & Drainage Service	\$268.97	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 24427.06	Grading & Drainage Service	\$268.97	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 24427.01	Grading & Drainage Service	\$366.23	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 5 Project # 25427.20	Grading & Drainage Service	\$376.66	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 15 Project # 23427.15	Grading & Drainage Service	\$421.34	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 25427.17	Grading & Drainage Service	\$518.60	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 25427.26	Grading & Drainage Service	\$541.43	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 19 Project # 22427.23	Grading & Drainage Service	\$541.43	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 6 Project # 25427.23	Grading & Drainage Service	\$563.77	67993	9/17/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 11 Project # 25439.01	Overlake Dr E Bridge Repairs	\$671.16	67993	9/17/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 1 Project # 26439.00	Lake Lane Dock Repairs	\$1,185.97	67993	9/17/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 2 Project # 26460.00	Fairweather Preserve Foot Bridges	\$1,316.00	67993	9/17/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 3 Project # 26447.00	78th PL NE Improvements	\$5,156.55	67993	9/17/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 5 Project # 25548.00	Medina Park Pond Imp	\$7,417.18	67993	9/17/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 2 Project # 26449.00	2026 Drainage Impr.	\$11,210.65	67993	9/17/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 4 Project # 25427.17	Grading & Drainage Svcs	\$74.85	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 20 Project # 22427.23	Grading & Drainage Svcs	\$242.79	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 16 Project # 23427.15	Grading & Drainage Svcs	\$258.68	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 25427.10	Grading & Drainage Svcs	\$268.97	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 2 Project # 26427.01	Grading & Drainage Svcs	\$268.97	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 8 Project # 25427.18	Grading & Drainage Svcs	\$276.57	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 22427.27	Grading & Drainage Svcs	\$276.57	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 23427.10	Grading & Drainage Svcs	\$284.17	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 7 Project # 25427.23	Grading & Drainage Svcs	\$287.21	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 26427.03	Grading & Drainage Svcs	\$316.88	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 25427.05	Grading & Drainage Svcs	\$358.62	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 6 Project # 25427.20	Grading & Drainage Svcs	\$563.77	68015	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 25548.00	Medina Pk Pond Imp.	\$889.55	68015	9/30/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 5 Project # 26421.00	Medina Pk Pond Imp.	\$889.55	68015	9/30/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 5 Project # 26439.00	Lake Lane Dock Repairs	\$1,163.85	68015	9/30/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 6 Project # 26449.00	2026 Drainage Imp.	\$2,024.54	68015	9/30/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 7 Project # 26447.00	78th Place NE Imp.	\$2,534.95	68015	9/30/2026	307-000-000-595-30-63-01	Street Improvements, Overlays

Gray & Osborne, Inc.	Inv # 15 Project # 25439.01	Overlake Dr Bridge - PE	\$3,074.50	68015	9/30/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 6 Project # 26460.00	Fairweather Preserve Foot Bridges	\$4,529.51	68015	9/30/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 4 Project # 25518.00	NPDES Assistance	\$5,510.28	68015	9/30/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc. Total			\$55,838.87				
Green Planet Plumbing and Sewer LLC	30791336	PW Shop Hot Water Tank Installation	\$9,974.64	67994	9/17/2026	307-000-000-594-18-60-00	Building Improvements
Green Planet Plumbing and Sewer LLC	31017128	Medina Park Restroom Repair	\$6,265.20	68016	9/30/2026	001-000-000-576-80-41-00	Professional Services
Green Planet Plumbing and Sewer LLC Total			\$16,239.84				
Home Depot Credit Services	47116462584	Drain Snake	\$9.75	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	#WN68712334	Wood Planer Blades	\$62.86	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115505441	Wire Mesh for Beaver Deceiver	\$86.55	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47115476015	Cleaner for Concrete	\$110.23	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services	47110167627	Concrete For Signs	\$172.02	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	101-000-000-542-30-35-00	Small Tools/minor Equipment
Home Depot Credit Services	47115593132	Electrical Supplies for Hot Water Heater	\$391.86	EFT Payment 9/14/2026 3:19:22 PM - 1	9/14/2026	001-000-000-576-80-31-00	Operating Supplies
Home Depot Credit Services Total			\$833.27				
Honey Bucket	0555755555	Lake Lane Dock Repair	\$77.28	67995	9/17/2026	307-000-000-594-76-63-20	Park Improvements
Honey Bucket Total			\$77.28				
Horizon	3M600580	Herbicide Accessories	\$195.52	EFT ACH 9/18/2026 1:43:19 PM - 8	9/18/2026	001-000-000-576-80-31-00	Operating Supplies
Horizon Total			\$195.52				
Horticultural Elements, Inc.	11299	Clyde Hill - 84/24th & 84th Median Maintenance	\$1,490.00	EFT ACH 9/18/2026 1:43:19 PM - 9	9/18/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc.	11362	Overlake Dr Bridge Repair - Detour	\$3,000.00	EFT ACH 9/18/2026 1:43:19 PM - 9	9/18/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Horticultural Elements, Inc.	11299	84/24th & 84th Median Maintenance	\$3,135.00	EFT ACH 9/18/2026 1:43:19 PM - 9	9/18/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc.	11377	Clyde Hill 50% - 84th Irridation Repairs	\$487.50	EFT Payment 9/30/2026 1:47:49 PM - 3	9/30/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc.	11377	84th Irridation Repairs	\$487.50	EFT Payment 9/30/2026 1:47:49 PM - 3	9/30/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc. Total			\$8,600.00				
Hutchison Law LLC	Case# 6A0137354	Public Defender Costs	\$850.00	EFT ACH 9/18/2026 1:43:19 PM - 10	9/18/2026	001-000-000-515-91-40-00	Public Defender
Hutchison Law LLC Total			\$850.00				
Inslee Best Doezie & Ryder, P.S.	458957	City Attorney August	\$26,663.72	EFT ACH 9/18/2026 1:43:19 PM - 11	9/18/2026	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S. Total			\$26,663.72				
JB Asphalt, Inc.	Progress Est 1 - 78th PL NE Improvements		(\$5,740.73)	EFT ACHPayment 9/22/2026 3:45:33 PM - 1	9/22/2026	001-000-000-382-20-00-00	Retainage Deposits
JB Asphalt, Inc.	Progress Est 1 - 78th PL NE Improvements		\$114,814.51	EFT ACHPayment 9/22/2026 3:45:33 PM - 1	9/22/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
JB Asphalt, Inc. Total			\$109,073.78				
Katherine Rupert	Permit#B-26-056 Advance Deposit Refund	Advance Deposit Refund Permit#B-26-056	\$356.32	EFT CC Refund Payment 9/14/2026 4:18:39 PM - 1	9/14/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Katherine Rupert	Permit#B-26-057 Advance Deposit Refund	Advance Deposit Refund Permit#B-26-057	\$1,386.44	EFT CC Refund Payment 9/14/2026 4:18:39 PM - 1	9/14/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Katherine Rupert Total			\$1,742.76				
KC Dept of Water & Land Resources	150412 2nd Trimester	Land and Water Conservation	\$1,268.00	68017	9/30/2026	001-000-000-553-10-40-00	Land & Water Conservation Resources-KC
KC Dept of Water & Land Resources Total			\$1,268.00				
KC Office of Finance	11018125	KC Inet	\$375.95	EFT Payment 9/22/2026 9:21:57 AM - 1	9/22/2026	001-000-000-518-80-41-50	Technical Services, Software Services
KC Office of Finance Total			\$375.95				
Ken Su (Everbuild Construction LLC)	Permit# G-26-024 Advance Deposit Refund CC	Permit# G-26-024 Advance Deposit Refund CC	\$92.75	EFT Refund 9/28/2026 3:51:13 PM - 1	9/28/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Ken Su (Everbuild Construction LLC) Total			\$92.75				
Kim, Michael	Permit# B-26-035 & CAP-26-024 Advance Deposit Refund CC	Permit# B-26-035 & CAP-26-024 Advance Deposit Refund CC	\$1,967.18	EFT Refund 9/22/2026 3:36:32 PM - 1	9/22/2026	401-000-000-582-10-00-02	Refund of DS Adv Deposits

Kim, Michael Total			\$1,967.18				
Kirkland, City of	KPD2026-055	Inmate Housing	\$441.00	EFT ACH 9/18/2026 1:43:19 PM - 12	9/18/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board
Kirkland, City of Total			\$441.00				
Konica Minolta Premier Finance	5040106219	CH Printers	\$41.22	67996	9/17/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5040048305	CH Printers	\$109.08	67996	9/17/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5040008002	CH Printers	\$519.91	67996	9/17/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance Total			\$670.21				
Konica Minolta Premier Finance (Lease Direct)	598617699	PD Copier	\$284.15	EFT ACH 9/18/2026 1:43:19 PM - 13	9/18/2026	001-000-000-521-20-45-00	Equipment-Lease & Rentals
Konica Minolta Premier Finance (Lease Direct)	598261959	PD Copier	\$469.45	EFT ACH 9/18/2026 1:43:19 PM - 13	9/18/2026	001-000-000-521-20-45-00	Equipment-Lease & Rentals
Konica Minolta Premier Finance (Lease Direct) Total			\$753.60				
Landau Associates, Inc	0068113	Medina Park Pond Improvements	\$1,885.00	EFT ACH 9/18/2026 1:43:19 PM - 14	9/18/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Landau Associates, Inc	0068500	Medina Pk Pond Imp	\$2,974.40	EFT Payment 9/30/2026 1:47:49 PM - 4	9/30/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Landau Associates, Inc Total			\$4,859.40				
LexisNexis Risk Management - Account 1011660	1100353318	Investigative Tool	\$131.83	EFT Payment 9/30/2026 1:47:49 PM - 5	9/30/2026	001-000-000-521-20-41-00	Professional Services
LexisNexis Risk Management - Account 1011660 Total			\$131.83				
Mahoney Planning, LLC	26-08	Long Range Planning	\$6,973.09	EFT ACH 9/18/2026 1:43:19 PM - 15	9/18/2026	001-000-000-558-60-41-01	Planning Consultant
Mahoney Planning, LLC	26-08	Current Planning	\$8,663.20	EFT ACH 9/18/2026 1:43:19 PM - 15	9/18/2026	401-000-000-558-60-41-01	Planning Consultant
Mahoney Planning, LLC Total			\$15,636.29				
Message Watcher, LLC	2-64703	Email/SM/Web Archiving	\$378.90	EFT ACH 9/18/2026 1:43:19 PM - 16	9/18/2026	001-000-000-518-80-41-60	Software Services
Message Watcher, LLC	2-65335	Email/SM/Web Archiving	\$373.10	EFT Payment 9/30/2026 1:47:49 PM - 6	9/30/2026	001-000-000-518-80-41-60	Software Services
Message Watcher, LLC Total			\$752.00				
Michael's Fine Dry Cleaning	634	PD Dry Cleaning	\$344.96	68018	9/30/2026	001-000-000-521-20-22-00	Uniforms
Michael's Fine Dry Cleaning Total			\$344.96				
Moberly & Roberts, PLLC	1326	Prosecuting Attorney	\$4,000.00	67997	9/17/2026	001-000-000-515-93-40-10	Prosecuting Attorney
Moberly & Roberts, PLLC Total			\$4,000.00				
Navia Benefit Solutions	11111635	Navia Fees	\$100.00	EFT ACH 9/18/2026 1:43:19 PM - 17	9/18/2026	001-000-000-514-20-49-10	Miscellaneous
Navia Benefit Solutions	11118944	Navia Fees - Sept 2026	\$100.00	EFT Payment 9/30/2026 1:47:49 PM - 7	9/30/2026	001-000-000-514-20-49-10	Miscellaneous
Navia Benefit Solutions Total			\$200.00				
Norcom	0002085	24 Dispatch	\$23,002.72	67998	9/17/2026	001-000-000-521-20-41-15	Dispatch Services-Norcom Trans
Norcom Total			\$23,002.72				
Northwest Traffic Inc	26782	St Thomas Striping	\$1,792.00	EFT ACH 9/18/2026 1:43:19 PM - 18	9/18/2026	101-000-000-542-30-41-10	Road & Street Maintenance
Northwest Traffic Inc Total			\$1,792.00				
Olbrechts and Associates, PLLC	August 2026 Hearing Examiner Services	Hearing Examiner	\$1,137.50	67999	9/17/2026	401-000-000-558-60-41-02	Hearing Examiner
Olbrechts and Associates, PLLC Total			\$1,137.50				
Original Watermen, Inc.	511876	LG Uniforms	\$475.03	68019	9/30/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
Original Watermen, Inc. Total			\$475.03				
PC Specialists, Inc.	5637546	Duo Subscription	\$92.74	EFT ACH 9/18/2026 1:43:19 PM - 19	9/18/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5637907	Sophos Subscription	\$706.56	EFT ACH 9/18/2026 1:43:19 PM - 19	9/18/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	72002	IT Services - DS	\$1,693.11	EFT ACH 9/18/2026 1:43:19 PM - 19	9/18/2026	401-000-000-558-50-05-00	Technical Services, Software Services
PC Specialists, Inc.	5637073	VEEAM Renewal	\$3,355.81	EFT ACH 9/18/2026 1:43:19 PM - 19	9/18/2026	001-000-000-518-80-48-00	Repairs & Maint., Annual Software Maint.
PC Specialists, Inc.	72002	IT Services	\$9,188.08	EFT ACH 9/18/2026 1:43:19 PM - 19	9/18/2026	001-000-000-518-80-41-50	Technical Services, Software Services
PC Specialists, Inc.	5638097	Azure Subscription	\$1,894.70	EFT Payment 9/30/2026 1:47:49 PM - 8	9/30/2026	001-000-000-518-80-41-60	Software Services

PC Specialists, Inc. Total			\$16,931.00					
Pitney Bowes Global Financial Services LLC	3323176165	Postage Machine	\$450.86	68020	9/30/2026	001-000-000-518-10-31-00	Office And Operating Supplies	
Pitney Bowes Global Financial Services LLC Total			\$450.86					
Precision Concrete Cutting, Inc.	WA48832BC	2026 Sidewalk Trip Hazard Mitigation	\$21,857.17	68000	9/17/2026	307-000-000-595-30-63-10	Sidewalk Improvements	
Precision Concrete Cutting, Inc. Total			\$21,857.17					
Primo Brands	06H8750289272	CH Drinking Water	\$152.78	68001	9/17/2026	001-000-000-518-10-31-00	Office And Operating Supplies	
Primo Brands	06I8750289278	PW Water Cooler	\$66.13	68021	9/30/2026	001-000-000-518-10-31-00	Office And Operating Supplies	
Primo Brands	06I8750289272	CH Water Cooler	\$260.88	68021	9/30/2026	001-000-000-518-10-31-00	Office And Operating Supplies	
Primo Brands Total			\$479.79					
Publisher's Mailing Services	24570	Postcard Postage - Charrette	\$972.93	EFT ACH 9/18/2026 1:43:19 PM - 20	9/18/2026	001-000-000-518-10-49-30	Postcard, Public information	
Publisher's Mailing Services Total			\$972.93					
Puget Sound Energy	08/01/26 - 09/01/26 80th Ave NE & NE 10th ST	Street Light Pwr	\$13.44	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	07/22/26 - 08/21/26 84th Ave NE	View Pt Pk Power	\$19.02	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	08/01/26 - 09/01/26 88th Ave NE & Lk WA Blvd	Street Light Pwr	\$40.65	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	08/01/26 - 09/01/26 515 Evergreen Point Rd	Street Light Pwr	\$43.50	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	07/21/26 - 08/20/26 1050 82nd Ave NE	Five Corners Power	\$47.00	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	07/31/26 - 08/31/26 77th Ave NE Takeover # St Light	Street Light Pwr	\$173.72	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	07/22/26 - 08/20/26 1000 80th Ave NE	Medina Pk & Shop Pwr	\$333.37	EFT Payment 9/22/2026 9:12:39 AM - 2	9/22/2026	001-000-000-576-80-47-00	Utilities	
Puget Sound Energy	07/21/26 - 08/20/26 501 Evergreen Point RD	CH Utilities	\$2,520.51	EFT Payment 9/22/2026 9:13:28 AM - 1	9/22/2026	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste	
Puget Sound Energy	08/21/26 - 09/22/26 84th Ave NE	View Pt Pk Power	\$19.88	EFT Payment 9/30/2026 1:22:53 PM - 2	9/30/2026	001-000-000-576-80-47-00	Utilities	
Puget Sound Energy	08/20/26 - 09/21/26 1050 82nd Ave NE	Five Corner Power	\$49.29	EFT Payment 9/30/2026 1:22:53 PM - 2	9/30/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	08/20/26 - 09/21/26 1000 80th Ave NE	View Pt Pk Power	\$283.51	EFT Payment 9/30/2026 1:22:53 PM - 2	9/30/2026	001-000-000-576-80-47-00	Utilities	
Puget Sound Energy	07/31/26 - 08/31/26 TIB LED Conversion	Street Light Power	\$1,466.67	EFT Payment 9/30/2026 1:22:53 PM - 2	9/30/2026	101-000-000-542-63-41-00	Street Light Utilities	
Puget Sound Energy	08/20/26 - 09/21/26 501 Evergreen Point Rd	CH Electric Sept 26	\$2,533.57	EFT Payment 9/30/2026 1:22:53 PM - 2	9/30/2026	001-000-000-518-50-47-00	Public Utilities	
Puget Sound Energy Total			\$7,544.13					
Puget Sound Regional Council	00390	PSRC Dues	\$794.00	68022	9/30/2026	001-000-000-511-60-41-01	Legislative Activities- Regional/Intergovt	
Puget Sound Regional Council Total			\$794.00					
Quail Electric LLC	2422	CH Generator Project	\$4,195.20	68002	9/17/2026	307-000-000-594-18-60-00	Building Improvements	
Quail Electric LLC Total			\$4,195.20					
Rairdon's of Kirkland	RO # 451153 Tag # 7570	Car 29 Oil Change	\$173.78	68003	9/17/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles	
Rairdon's of Kirkland	RO # 451519 Tag # 6486	Veh Repair Car 31	\$1,781.51	68003	9/17/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles	
Rairdon's of Kirkland Total			\$1,955.29					
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$11.02	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-558-60-41-03	Code Enforcement	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$13.25	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-10-31-00	Office And Operating Supplies	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$22.07	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$40.00	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-80-41-60	Software Services	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$49.54	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-521-20-22-00	Uniforms	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$217.72	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-576-80-43-00	Travel & Training	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$253.30	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	101-000-000-542-30-48-00	Equipment Maintenance	
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$300.08	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-10-49-10	Miscellaneous	

Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$359.91	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$400.00	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-10-43-00	Travel & Training
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$423.17	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-511-60-43-00	Travel & Training
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$441.59	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$500.00	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$599.00	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-518-30-45-00	Facility Rental
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$1,085.62	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	101-000-000-542-30-35-00	Small Tools/minor Equipment
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$1,171.13	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Ramp	Ramp Stmt Sept 2026	Ramp Stmt Sept 2026	\$1,500.97	EFT Payment 9/10/2026 1:09:20 PM - 1	9/10/2026	001-000-000-576-80-22-00	Uniforms
Ramp Total			\$7,388.37				
Republic Services, Inc. dba Rabanco, Ltd.	0172-010385790	PW Debris Removal	\$1,225.86	EFT Payment 9/22/2026 9:12:39 AM - 3	9/22/2026	001-000-000-576-80-41-00	Professional Services
Republic Services, Inc. dba Rabanco, Ltd. Total			\$1,225.86				
Sam Teddy	Permit # P-26-059 Advance Deposit Refund CC	Permit # P-26-059 Advance Deposit Refund CC	\$692.75	EFT Refund 9/22/2026 3:13:07 PM - 1	9/22/2026	401-000-000-582-10-00-02	Refund of DS Adv Deposits
Sam Teddy Total			\$692.75				
Schiro, Steve & Diana	Permit# TREE-25-008 Advance Deposit Refund	Permit# TREE-25-008 Advance Deposit Refund	\$2,138.12	68023	9/30/2026	401-000-000-582-10-00-02	Refund of DS Adv Deposits
Schiro, Steve & Diana Total			\$2,138.12				
Seattle Times, The	89707	Legal Notices	\$1,521.48	68004	9/17/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Seattle Times, The Total			\$1,521.48				
Siemens Industry inc. (Brightly Software Inc)	INV-310327	Asset Essentials Renewal	\$2,947.87	EFT ACH 9/18/2026 1:43:19 PM - 21	9/18/2026	101-000-000-594-42-64-00	Street Capital Equipment
Siemens Industry inc. (Brightly Software Inc) Total			\$2,947.87				
Sound View Strategies, LLC	3964	520 Lobbyist	\$3,000.00	EFT ACH 9/18/2026 1:43:19 PM - 22	9/18/2026	001-000-000-513-10-41-00	Professional Services
Sound View Strategies, LLC	3987	520 Consulting	\$3,000.00	EFT Payment 9/30/2026 1:47:49 PM - 9	9/30/2026	001-000-000-513-10-41-00	Professional Services
Sound View Strategies, LLC Total			\$6,000.00				
Staples Business Advantage	6071608424	PD Office Supplies	\$161.16	EFT ACH 9/18/2026 1:43:19 PM - 23	9/18/2026	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6074271938	PD Office Supplies	\$229.50	EFT Payment 9/30/2026 1:47:49 PM - 10	9/30/2026	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage Total			\$390.66				
Statewide Security	240609	Police Evidence Rm	\$646.94	68024	9/30/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Statewide Security Total			\$646.94				
Summit Law Group	175590	Labor attorney PD Neg	\$366.50	EFT Payment 9/30/2026 1:47:49 PM - 11	9/30/2026	001-000-000-515-45-40-00	Special Counsel
Summit Law Group Total			\$366.50				
Supply Source Inc., The	2602901	Return	(\$53.75)	EFT ACH 9/18/2026 1:43:19 PM - 24	9/18/2026	001-000-000-576-80-31-00	Operating Supplies
Supply Source Inc., The	2602641	Janitorial Supplies	\$1,371.51	EFT ACH 9/18/2026 1:43:19 PM - 24	9/18/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2603243	Janitorial Supplies	\$1,538.60	EFT Payment 9/30/2026 1:47:49 PM - 12	9/30/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The Total			\$2,856.36				
Swanson, Jeff	WCMA Conference 8/11/26-8/14/26		\$197.00	EFT Payment 9/30/2026 1:47:49 PM - 13	9/30/2026	001-000-000-513-10-43-00	Travel & Training
Swanson, Jeff	ICMA Annual Conference Airfare 10/16/26-10/22/26		\$382.30	EFT Payment 9/30/2026 1:47:49 PM - 13	9/30/2026	001-000-000-513-10-43-00	Travel & Training
Swanson, Jeff Total			\$579.30				
Tiki Car Wash	2409	PD Car Washes	\$194.82	EFT ACH 9/18/2026 1:43:19 PM - 25	9/18/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Tiki Car Wash Total			\$194.82				
Tree Frog LLC	INV-0094	Arborist Service	\$7,950.00	EFT ACH 9/18/2026 1:43:19 PM - 26	9/18/2026	401-000-000-558-50-41-50	Arborist
Tree Frog LLC Total			\$7,950.00				
US Bank	Medina Billing September 2026	Medina Billing September 2026	\$165.93	EFT Payment 9/1/2026 9:57:31 AM - 1	9/1/2026	001-000-000-514-20-49-10	Miscellaneous

US Bank	Merchant Service Fee September 2026	Merchant Service Fee September 2026	\$2,037.94	EFT Payment 9/1/2026 9:55:48 AM - 1	9/1/2026	401-000-000-558-60-49-10	Miscellaneous
US Bank	Analysis Billing September 2026	Analysis Billing September 2026	\$107.40	EFT Payment 9/15/2026 9:52:45 AM - 1	9/15/2026	001-000-000-514-20-49-10	Miscellaneous
US Bank Total			\$2,311.27				
Vital Records Control (Pro-shred)	6940753	CH Shredding Services	\$158.10	EFT ACH 9/18/2026 1:43:19 PM - 27	9/18/2026	001-000-000-518-10-41-00	Professional Services
Vital Records Control (Pro-shred) Total			\$158.10				
Voyager Systems	09/01/2026	PD Fuel	\$302.86	EFT Payment 9/1/2026 12:34:37 PM - 1	9/1/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Voyager Systems	8693624262637	PD Fuel	\$1,596.66	EFT Payment 9/14/2026 3:19:22 PM - 2	9/14/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Voyager Systems Total			\$1,899.52				
WA ST Dept of Transportation	*FB91017002271	Inspection Vehicle Fuel	\$78.56	68005	9/17/2026	401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.
WA ST Dept of Transportation Total			\$78.56				
WA ST Patrol	I2700821	CPL Applicant Background	\$12.00	68006	9/17/2026	631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi
WA ST Patrol Total			\$12.00				
Waterfront Construction, Inc.	46088	Retention - Lake Lane Repair	(\$6,049.04)	68007	9/17/2026	307-000-000-382-20-00-00	Retainage Deposits
Waterfront Construction, Inc.	46088	Lake Lane Repair	\$6,291.00	68007	9/17/2026	307-000-000-594-76-63-20	Park Improvements
Waterfront Construction, Inc.	46088	Lake Lane Repair	\$60,490.43	68007	9/17/2026	307-000-000-594-76-63-20	Park Improvements
Waterfront Construction, Inc. Total			\$60,732.39				
Wescon Enterprises, Inc	1442	Retention - 2026 Resurface Gravel Walkways	(\$4,697.00)	EFT ACHPayment 9/22/2026 3:45:33 PM - 2	9/22/2026	307-000-000-382-20-00-00	Retainage Deposits
Wescon Enterprises, Inc	1442	2026 Resurface Gravel Walkways	\$51,854.88	EFT ACHPayment 9/22/2026 3:45:33 PM - 2	9/22/2026	307-000-000-595-30-63-10	Sidewalk Improvements
Wescon Enterprises, Inc Total			\$47,157.88				
WSP Global Inc	40422302	Geotechnical Eng Svcs	\$1,855.00	EFT Payment 9/30/2026 1:47:49 PM - 14	9/30/2026	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc Total			\$1,855.00				
Grand Total			\$550,700.50	AP Total			
Payroll	September 2026 Payroll	Payroll	\$ 23,967.15		9/30/2026	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 23,683.92		9/30/2026	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 26,893.66		9/30/2026	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 195,189.21		9/30/2026	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ -		9/30/2026	001-000-000-571-00-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 45,611.19		9/30/2026	001-000-000-576-80-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 29,968.79		9/30/2026	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	September 2026 Payroll	Payroll	\$ 45,521.34		9/30/2026	401-000-000-558-60-11-00	Salaries, Wages & Benefits
			\$ 390,835.26	Payroll Total			
			\$ 941,535.76	Grand Total			



MEDINA, WASHINGTON

PARK BOARD MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Monday, July 20, 2026 – 5:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

The Park Board meeting was called to order by Chair Katie Surbeck at 5:00pm.

PRESENT

Board Member Barbara Moe
 Board Chair Katie Surbeck
 Board Member Dana Brekke (on-line)
 Board Member India Fitting-Koh
 Board Vice-Chair Collette McMullen
 Board Member Mary Nelson

ABSENT

Board Member Gretchen Stengel
 Board Member Michelle Lei

STAFF

Nations, Osada, Crickmore, Swanson

2. ANNOUNCEMENTS

Osada gave update the permit was received for Lake Lane Dock repair is out for bid.

3. APPROVAL OF PARK BOARD MINUTES

ACTION: Motion made by Board Member Moe, Seconded by Vice-Chair McMullen and carried by 6:0 vote; the board adopted the meeting minutes as presented.

3.1 Park Board Minutes of June 15, 2026

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

4. PUBLIC COMMENT

Chair Surbeck opened the public comment period. There were no comments; public comments was closed

5. PARK BOARD BUSINESS

5.1 Park Maintenance Update

Recommendation: Update only.

Staff Contacts: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director and Pat Crickmore, Public Works Supervisor gave a brief update on park maintenance timeline based on direction given by Council. The 5 corners area by Medina Park has been weeded and mulched. Medina Beach Park will be next to get weeded and mulched before Medina Day on August 9th. Public Works has been focusing on ROW and sidewalk cleaning this caused the crew to fall behind on Park maintenance. This update was brought forward by board members who are receiving inquiries from residents regarding the timelines. Staff directed board members to direct questions Ryan Osada, and the webpage has been updated to contact Ryan Osada with any park questions.

5.2 Park Enhancement and Memorial Donation Policy

Recommendation: Discussion and direction.

Staff Contacts: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director, gave a brief overview of the changes to the draft policy that were discussed at the June 15th meeting. Osada gave an overview of Resolution No. 461 Donation Acceptance Policy. The board members discussed the overall vision of what the policy should include. Board members suggested the following additions and clarifications: include the annual list of eligible enhancements, operational considerations, maintenance capabilities and public interest. Clarify that the existing plaques and structures maintenance will be phased out. Monetary donations will be unrestricted. The recognition of donors remains on the Friends of Medina Park webpage the threshold is a minimum of \$250 donation and 10-year threshold for recognition. The webpage will be reevaluated after one year to see if we need to make any changes. This draft will be presented to council on July 27th for discussion.

Acting City Clerk Nations informed the Board members that council would be meeting in a study session on July 27th and council extended the invitation to Park Board members to attend the study session if they are available.

Osada will bring an updated draft policy to the Park Board for final park board discussion at the September 21st meeting.

6. PARK BOARD ROUNDTABLE

Questions or Concerns of the Board

Chair Surbeck reminded members to be thinking of leaderships roles for next year.

7. PARK REPORTS

Fairweather – McMullen reported the native plants are surviving.

Points Loop Trail – Surbeck reported looks great.

Lake Lane – Osada reported the dock is closed due to fire damage and working on getting bids for repair. The closure was noticed to residents and reported there is fencing to keep people off the dock.

Medina Beach Park – Reported looks great.

Medina Park – PW reported the lily pads are an ongoing maintenance issue. The fountains were removed for repair. The dredging process is a very involved permitting process.

Viewpoint Park – McMullen reported looks good.

8. ADJOURNMENT

Next Park Board Meeting: September 21, 2026, at 5:00 PM.

By consensus, the meeting was adjourned at 5:36 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Tuesday, August 25, 2026 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Chair Shawn Schubring called the meeting of the Medina Planning Commission to order at 6:02p.m. in the Council Chambers.

PRESENT

Commission Chair Shawn Schubring
 Commissioner Julie Barrett
 Commissioner Sandhya Edupuganti (online)
 Commissioner Li-Tan Hsu (online)
 Commissioner Evonne Lai (online) (Arrived @ 6:38pm)
 Commissioner Mark Nelson (Departed @ 6:08pm)
 Commissioner Vice-Chair Brian Pao (online)

STAFF

Bennett, Gunderson, Robertson, Swanson, Wilcox

2. APPROVAL OF MEETING AGENDA

ACTION: Motion to approve the meeting agenda. Motion passed 5-0.

Motion made by Commissioner Barrett, Seconded by Commissioner Nelson.
 Voting Yea: Commission Chair Schubring, Commissioner Barrett, Commissioner Hsu,
 Commissioner Nelson, Commissioner Vice-Chair Pao
 Voting Abstaining: Commissioner Edupuganti

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of July 28, 2026

Recommendation: Adopt Minutes

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve the meeting minutes. Motion passed 4-0.

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
 Voting Yea: Commission Chair Schubring, Commissioner Barrett, Commissioner Hsu,
 Commissioner Nelson
 Voting Abstaining: Commissioner Vice-Chair Pao, Commissioner Edupuganti

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Development Services Coordinator Bennett announced that Special Meetings have been scheduled for November and December due to the holidays. The November meeting will be held on Wednesday, November 18, and the December meeting will be held on Tuesday, December 15.

5. PUBLIC COMMENT PERIOD

Chair Schubring opened the public comment period. None were heard. Chair Schubring closed the public comment period.

6. PUBLIC HEARING

6.1 Development Impacts Project, Phase 1

Recommendation: Discussion and Approval of Recommendation

Staff Contact: Kim Gunderson, City Planning Consultant

City Planning Consultant, Kim Gunderson, provided a brief summary regarding Development Impacts Project, Phase 1.

Chair Schubring opened the public hearing. The following people provided public testimony:

Brian Brand representing Baylis Architects
 Tassie Christopher representing 7617 NE 8th St
 Todd Bennett representing The Custom Home Company
 Jerry Parrish representing 2827 Evergreen Point Road
 Matt Mamiya representing Lochwood Lozier Custom Homes
 Chris Koh representing 3257 Evergreen Point Road
 Tyler Wilson representing Tyler Wilson Architects
 Scott Hommas representing 300 Overlake Dr E
 Cindy Spengler representing 7804 NE 12th St

Chair Schubring closed the public hearing.

ACTION: Motion to recommend approval of the Development Impacts Project, Phase 1 Ordinance and to direct staff to forward the Planning Commission's recommendation to the City Council. Motion passed 6-0.

Motion made by Commissioner Hsu, Seconded by Commissioner Lai.
 Voting Yea: Commission Chair Schubring, Commissioner Vice-Chair Pao,
 Commissioner Barrett, Commissioner Edupuganti, Commissioner Hsu, Commissioner Lai

7. DISCUSSION

No discussion.

8. ADJOURNMENT

Meeting adjourned at 7:20pm

ACTION: Motion to adjourn. Motion passed 6-0.

Motion made by Commissioner Barrett, Seconded by Commissioner Vice-Chair Pao.
Voting Yea: Commission Chair Schubring, Commissioner Vice-Chair Pao,
Commissioner Barrett, Commissioner Edupuganti, Commissioner Hsu, Commissioner
Lai

Meeting minutes taken by Rebecca Bennett, Development Services Coordinator



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, June 22, 2026 – 5:00 PM

MINUTES

1. STUDY SESSION starts at 5:00 PM

Mayor Jessica Rossman called the study session of Monday, June 22, 2026, to order at 5:02 PM.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Heija Nunn
Councilmember Laura Bustamante (on-line)
Councilmember Jeff Price

ABSENT

Councilmember Harini Gokul
Councilmember Michael Luis

STAFF

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

1.1 DRAFT-2027-2032 Six-Year CIP/TIP/Non-TIP Plan

Recommendation: Discussion.

Staff Contact: Ryan Osada, Public Works Director

Director of Public Works Ryan Osada gave an overview of the changes in the draft six-year CIP/TIP/Non-TIP since the last study session. Council discussed, asked questions, and staff responded.

ACTION: Discussion only; no action taken.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Jessica Rossman called the regular meeting of Monday, June 22, 2026, to order at 6:02 PM.

PRESENT

Mayor Jessica Rossman

Deputy Mayor Randy Reeves
 Councilmember Heija Nunn
 Councilmember Laura Bustamante (on-line)
 Councilmember Jeff Price

ABSENT
 Councilmember Harini Gokul
 Councilmember Michael Luis

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

3. APPROVAL OF MEETING AGENDA

Mayor Rossman announced an addition to the meeting Agenda item 10.3 ILA for Regional Animal Services of King County (RASKC) was added as City Business Item. Agenda bill was presented to council at the dais. The master fee schedule item 10.1 was updated to reflect the agreement. City Manager Jeff Swanson announced he had 2 additional items to add under the City Manager report. Councilmember Nunn asked to add Fireworks and Medina Days to the agenda. Mayor Rossman added these under Council reports and roundtable as item C.

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

4. PUBLIC COMMENT PERIOD

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

Mark Nelson commented on the CIP/TIP and referenced the walkable Medina Plan created by Michael Luis in previous years. He commented on Evergreen point road and the difficulty on walking on this road. He mentioned the work done on 84th Street and asked for those elements to be considered. He commented that in the comprehensive plan it states Medina is a high-quality residential neighborhood.

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

5. PRESENTATIONS

None.

6. CITY MANAGER'S REPORT

6.1a Development Impacts Charette Recap by Jeff Swanson, City Manager

Gave an update on the Charette was well attended by medina residents and representatives of the development community who are developing properties or have properties impacted by development impact. He commented that Kim Gunderson, planning consultant and Rebecca Bennett, Development Services Coordinator, did a great job putting the event together. Appreciation to Mark Nelson for coordinating the

facility usage at St. Thomas Church. He noted there were council members in attendance.

Councilmembers commented on the event and asked questions. Council asked staff to provide communication and summary to community members, Clarity/timeline, narrow lot impact to be addressed and enforceability. Mayor Rossman wanted clarity regarding view impact discussion and overall vision. Further documentation on scenarios/examples needs concrete data for this analysis.

Ryan Osada, Public Works Director, gave an update on the Lake Lane Dock repair. He reported he applied for the permit with the Department of Fish and Wildlife there is a 60-day review period. Working on repair plans, once the permit is received, he will go out for bid for repairs through small works roster. He is estimating the dock could be open by September. He also reported on the bridge repairs on 1014 C. The work will begin on July 20th through July 31st, and the roadway will be shut down between Ridge Road and NE 10th Street. Electronic messaging boards are out alerting drivers of this closure with detour signs in place diverting traffic around the closure. Residents were sent a Notice through the E-Noticing platform, and the closure was posted on the City's Facebook Page. Additional notices will go out the week before the closure and again the day before the closure.

7. CONSENT AGENDA

ACTION: Deputy Mayor Reeves moved to approve the Consent Agenda as presented the motion was Seconded by Councilmember Nunn and carried by a vote of 5-0.

- 7.1 Medina - 78th Place NE Improvements
Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

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

Director of Public Works Ryan Osada gave a presentation on the proposed 2027-2032 six-year CIP/TIP/Non-TIP. This document serves as a planning document for capital improvements, maintain public infrastructure, establishing project priorities and estimated costs and funding sources. The document is required by the state and identifies projects for funding opportunities. 5 categories He highlighted projects for each category.

Councilmember Nunn asked for the design language for Evergreen Point Road reflects council consensus to include a natural approach to rights of way and to include the council scope to the design consultant/committees, setting a template for street design based on comp plan and community design element mapping. Deputy Mayor Reeves

asked for Biofiltration swale verses subterranean vaults to be implemented into the design elements. Council discussed, asked questions, and staff responded. Mayor Rossman opened the public hearing period. There were no speakers. Subsequently, the public hearing was closed.

ACTION: Discussion only; no action taken.

10. CITY BUSINESS

10.1 Master Fee Schedule Update

Recommendation: Adopt Resolution No. 460.

Staff Contact: Ryan Wagner, Finance/HR Director

Ryan Wagner, Finance/HR Director gave an overview of the master fee schedule and gave update that the fees Regional Animal Services of King County (RASKC) was added on June 22, 2026, and the fee scheduled has been updated. Business license information and fees were added. Table E reimbursement rate for city employees was updated for any Interlocal agreements. Council discussed, asked questions, and staff responded.

ACTION: Motion by Councilmember Price to adopt Resolution 460 to amend the Master Fee Schedule for the City of Medina to include Business Licenses and Full Cost Reimbursement Rates for Staff Hours the motion was Seconded by Deputy Mayor Reeves and carried by a vote of 5-0 the master fee schedule is amended as presented.

10.2 Donation Policy

Recommendation: Discussion and direction.

Staff Contact: Jeff Swanson, City Manager, Ryan Wagner, Finance/HR Director, Ryan Osada, Public Works Director

Jeff Swanson, City Manager, gave an overview of the donation acceptance policy. The park board is working on donation policy specific to parks. Staff prepared a financial donation policy guides overall donations to the city.

ACTION: Motion made by Deputy Mayor Reeves to adopt Resolution No.461, Seconded by Councilmember Price and carried by a vote of 4-1

10.3 ILA for Regional Animal Services of King County (RASKC)

Recommendation: Approve.

Staff Contact: Jeff Sass, Police Chief, Jennifer Robertson, City Attorney

The city is moving from a lifetime animal license to annual license. This will be handled through Regional Animal Services of King County (RASKC).

ACTION: Motion made by Deputy Mayor Reeves to approve Seconded by Councilmember Price and carried by a vote of 5-0

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

a) Council Reports

- b) Requests for future agenda items.
- c) new agenda items

12. PUBLIC COMMENT

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

13. ADJOURNMENT

By consensus the meeting was adjourned at 8:25 PM.

Meeting minutes taken by Dawn Nations, Acting City Clerk



MEDINA, WASHINGTON

AGENDA BILL

Monday, October 12th, 2026

Subject/Topic: 2027 Budget Public Hearing & Property Tax Presentation Dept. Origin: Finance/HR Category: Public Hearing Prepared by: Ryan Wagner – Finance Director Attachments: Attachment A – 2027 Public Hearing Presentation Attachment B – 2027 Property Tax Levy Letter Attachment C – 2027 Medina Preliminary WS 9.24.2026	Proposed Council Action/Motion: ☐ Information Only ☐ Receive and File ☐ Discuss ☐ Provide Direction ☒ Public Hearing ☐ Adopt/Approve ☐ Other:
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Summary

The Director of Finance will give a brief update on changes to the budget since the last public meeting, followed by an information presentation on city property taxes.

The Council Packet will also include documents sent over by the King County Assessors Office that are used to calculate Medina's 2027 Levy rate.

2027 Property Tax Breakdown:

Medina General Levy: \$3,443,945

Medina Levy Lid Lift: \$1,344,866

Medina New Construction: \$51,709

Total: \$4,840,520

Council Priorities

This proposal furthers Council Priorities 1 - 5.

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

Budget/Fiscal Impact: 2027 Budget Impacts.

Recommendation: N/A

City Manager Approval:



Proposed Council Motions: N/A

City of Medina 2027 Preliminary Budget Public Hearing

Medina City Council

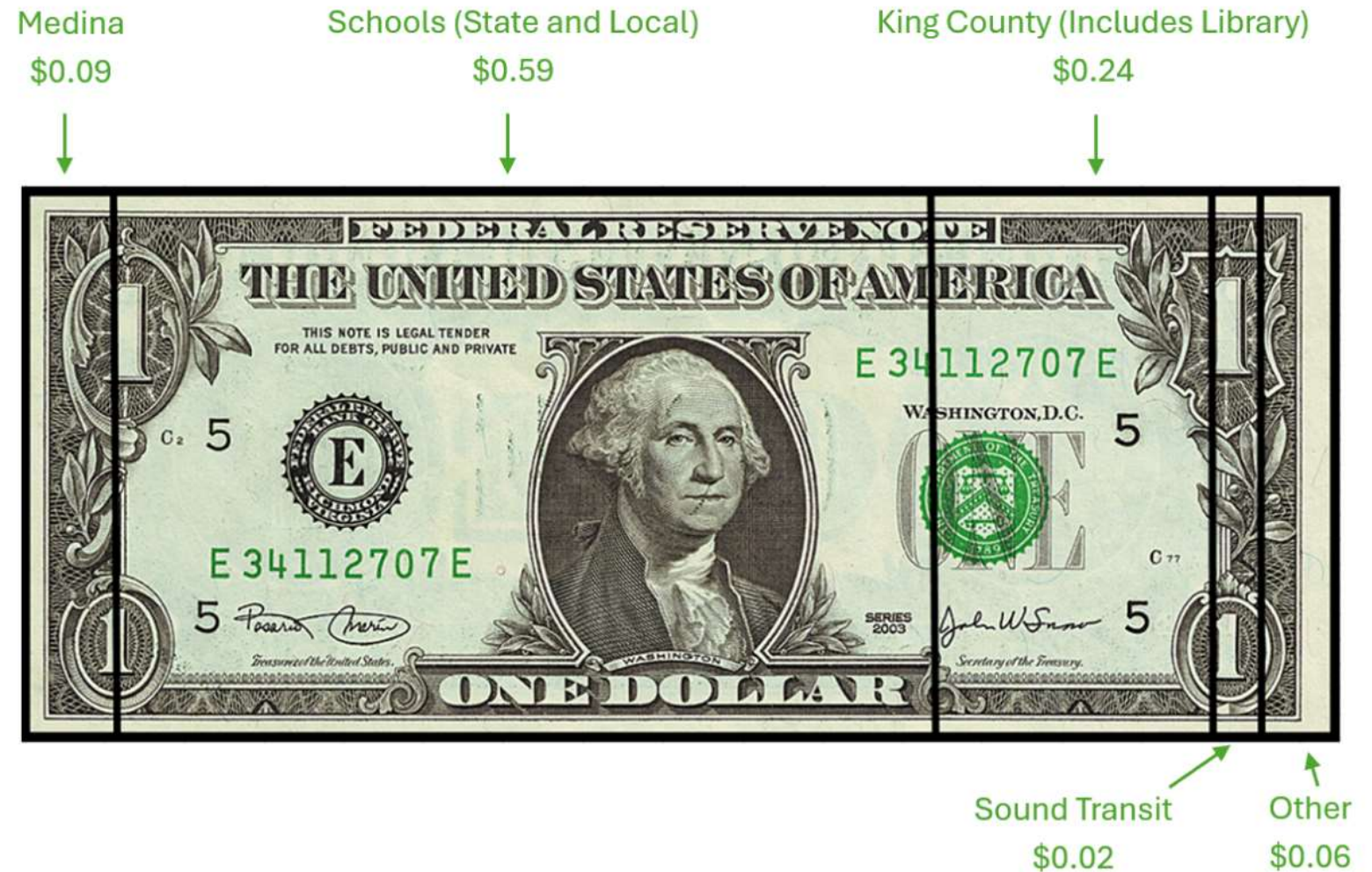
October 12th, 2026

2027 Budget Updates

- **Property Taxes**
 - 2025 was the final year of the 5% bump to the levy portion
 - 2.09% increase in 2027
 - Includes 1% limit increase plus \$51,709 of new construction
- **Updated Expenditures**
 - Liability and Property Insurance – 0.3% increase
 - Medical 11.4% increase, Dental 1.9% increase
 - Added another Patrol Vehicle to the Equipment Replacement Fund Budget - \$85,000

Where do Your Property Taxes Go?

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



Property Tax Overview

Definition of "Levy"

Noun: The total dollar amount requested by a taxing district to be collected through property tax

Verb: To impose taxes, assessments or charges for support of governmental activities



Regular Levy Limitations

- Regular Levies are subject to various limitations:
 - Levy made by District
 - Statutory Dollar Rate Limit
 - Levy Limit (101%)
 - Amount Authorized by Resolution/Ordinance

Limits made by Districts



- Taxing Districts shall certify to the county legislative authority, budgets or estimates of the amounts to be raised through property taxation, except cities over 300,000 who may bypass the Council (RCW 84.52.020)

Statutory Dollar Rate Limit



- The Maximum statutory levy for a district is calculated by multiplying the maximum statutory rate by the district's assessed value divided by 1,000.
- Districts assessed value / 1,000 x statutory rate limit = Statutory dollar amount

Levy Limit (101%)

Taxing district levies are limited in growth to the lessor of 101% or the rate of inflation annually (based on the size of the district). The inflation metric used by the State Department of Revenue is the Implicit Price Deflator (IPD).

Cities with under 10,000 residents are not limited to the lessor of the 101% and IPD and are not required to pass a Substantial Need Ordinance in addition to their standard increase ordinance.

Each year's levy is based on the "highest amount that could have been lawfully levied since 1985"

Taxing Districts may increase their levy limit each year by up to 1%

The district will also receive additional amounts for "add-ons" such as new construction, increase in state assessed property, and annexations

1% Limitation to annual growth of the levy – Not Assessed Value Growth

Any increase over the previous year's levy must be passed by resolution/ordinance by the governing body of the district

New Construction



- New construction is the construction or alteration of any property for which a building permit was issued, or should have been issued, which results in an increase in the value of the property
- "Improvement" means any valuable change in or addition to real property, including subdivision or segregation of parcels of real property or the merger of parcels of real property
- Increases in the State Assessed Utility values are also considered new construction
- New Construction increases district revenues over and above their limit factor levy

Banked Capacity

- If the district took less than the maximum allowable increase, but adopted the appropriate Resolutions/Ordinances, they have “banked” or “unused” levy capacity that could be used in future years
- What is Banked Capacity?
- Banked capacity is the difference between the highest lawful levy that could have been made and the actual levy that was imposed less refunds
- Does Banked Capacity, guarantee the district will have the same amount or more the following years?
- Having banked capacity for one year does not guarantee the district will have the same amount or more the following years
- If a district wants to use its banked capacity, their resolution/ordinance must authorize the increase
- Future levy capacities for district who levied less than their highest lawful levy are protected under RCW 84.55.092

Assessor Responsibilities



DETERMINE THE
VALUE OF ALL
TAXABLE PROPERTY



PICK UP ALL NEW
CONSTRUCTION



SET LEVY AMOUNT



SET LEVY RATE



ENSURE LEVIES DO
NOT EXCEED LIMITS

Future Notable Dates

- October 14th, 2026– Budget Open House (6pm – 7:30pm)
- November 9th, 2026 – Final public hearing on proposed 2027 budget, will set property tax levy to KC Assessors Office and vote to approve budget
- November 16th, 2026 – Drafted 2026 Budget Amendments will be brought to Council
- December 14th, 2026 – 2026 Budget Amendments will be brought back to Council for approval



Questions?

September 25, 2026

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

To the Board of Commissioners:

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

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

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

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

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

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

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

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

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

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

Thank you for your cooperation.

Sincerely,



Sarah Perry, Chair
Metropolitan King County Council

c: John Arthur Wilson, Assessor

TAXING DISTRICT

City of Medina

2026 Levy for 2027 Taxes

A. Highest regular tax which could have been lawfully levied beginning with the 1985 levy (refund levy not included).				
Year	2026	5,523,077	x	1.01000 = 5,578,308
		Highest Lawful Levy Since 1985		Limit Factor/Max Increase 101%
B. Current year's assessed value of new construction, improvements, and wind turbines, solar, biomass, and geothermal facilities in original districts before annexation occurred times last year's levy rate (if an error occurred or an error correction was made in the previous year, use the rate that would have been levied had no error occurred).				
	88,090,707	0.58700	÷	1,000 = 51,709
	A.V.	Last Year's Levy Rate		
C. Tax Increment finance area increment AV increase (RCW 84.55.010(1)€) (value included in B & D cannot be included in C)				
	0	0.58700	÷	1,000 = 0
	A.V.	Last Year's Levy Rate		
D. Current year's state assessed property value less last year's state assessed property value. The remainder is to be multiplied by last year's regular levy rate (or the rate that should have been levied).				
	11,174,752	11,174,752	=	0
	Current Year's A.V.	Previous Year's A.V.		
	0	0.58700	÷	1,000 = 0
	Remainder from Line D	Last Year's Levy Rate		
E. 1 st Year Lid Lift & Limit Factor>1%				
F. Regular property tax limit:			A+B+C+D+E	= 5,630,017
Parts G through I are used in calculating the additional levy limit due to annexation.				
G. To find the rate to be used in H, take the levy limit as shown in Line F above and divide it by the current assessed value of the district, excluding the annexed area.				
	5,630,017	7,854,570,703	÷	1,000 = 0.71678
	Total in Line F	Assessed Value Less Annexed AV		
H. Annexed area's current assessed value including new construction and improvements, times the rate in Line G.				
	0	0.71678	÷	1,000 = 0
	Annexed Area's A.V.	Annexation Rate		
I. Regular property tax limit including annexation			F+H	= 5,630,017
J. Statutory maximum calculation				
Only enter fire/RFA rate, library rate, & firefighter pension fund rate for cities annexed to a fire/RFA or library or has a firefighter pension fund.				
	3.60000	-	0.25205	+ 0.00000 = 3.34795
	District base levy rate		Fire Rate	Library Rate
	7,854,570,703	*	3.34795	÷ 1,000 = 26,296,710
	Regular Levy AV		Reg Statutory Rate Limit	Statutory Amount
K. Highest Lawful Levy For This Tax Year (Lesser of I and J)			=	5,630,017
L. New highest lawful levy since 1985 (Lesser of I minus C and J, unless A (before limit factor increase) is greater, then A)				5,630,017
M. Lesser of J and K				5,630,017
N. Refunds				0
O. Total: M+N (unless stat max)				5,630,017
P. Levy Corrections Year of Error: _____ Did the district cause the error?				
1. Minus amount over levied (if applicable)				0
2. Plus amount under levied (if applicable)				0
Q. Total Allowable Levy				5,630,017
R. Tax Base For Regular Levy				
1. Total district taxable value (including state-assessed property, and excluding boats, timber assessed value, and the senior citizen exemption for the regular levy)				7,854,570,703
S. Tax Base for Excess, Voted Bond Levies and Sr Exempt Lid Lifts				
2. Excess AV				7,843,650,423
3. Plus Timber Assessed Value (TAV)				0
4. Tax base for excess and voted bond levies (2+3)				7,843,650,423
T. Increase Information				
1. Levy rate based on allowable levy				0.71678
2. Last year's ACTUAL regular levy				4,741,396
3. Dollar Increase over last year other than New Construction (-) Annexation				836,912
4. Percent Increase over last year other than New Construction (-) Annexation				17.65117%



MEDINA, WASHINGTON

AGENDA BILL

Monday, October 12, 2026

Subject/Topic: Development Impacts Project, Phase 1 Dept. Origin: Development Services and Planning Consultant Category: City Business Prepared by: Kimberly Gunderson, Mahoney Planning LLC, Medina Planning Consultant Attachments: 1. DRAFT Ordinance, MMC Amendments for Development Impacts Project Phase 1 (Planning Commission Recommended Version with September 14 and September 28 Council Adjustments) 2. DRAFT Ordinance, MMC Amendments for Development Impacts Project Phase 1 (Planning Commission Recommended Version) 3. DRAFT Template Landscape Covenant 4. Revised Minor Deviation Application Form 5. Public Comments from R-16 Zone Residents 6. Medina Zoning Map	Proposed Council Action/Motion: ☐ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☒ Public Hearing ☒ Adopt/Approve ☐ Other:
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Proposed Council Action

The Council will continue its September 28 public hearing on Development Impacts Phase 1, Ordinance No. 1062. Following the public hearing, the Council may take action on Ordinance No. 1062.

Summary

The City of Medina intends to permanently enact regulatory reform that will trend development away from recent development tendencies and address the impacts of these practices on the sense of community enjoyed in Medina and its overall defining character. This effort is known as the Development Impacts Project. This project has been commonly referred to as “bulk impacts” over the last 20 years and the issue has been a regular matter of focus for regulatory reform in Medina. The goal of the Development Impacts Project is to develop permanent amendments to Medina’s zoning context in a way that resolves development-related impacts and implements the land use goals of the Medina Comprehensive Plan:

H-P1: “Ensure new development is consistent with citywide goals and policies, including but not limited to sustainable site standards, landscaping and tree retention requirements, and diversity of housing options all while maintaining a quiet, safe, and livable city.”

H-P5: “Craft regulations and procedures to provide a high degree of certainty and predictability to applicants and the community-at-large to minimize unnecessary time delays in the review of permit applications, while still maintaining opportunities for public involvement and review.”

H-P6: “Restrict the size and scale of new and remodeled homes in order to retain the informal, sylvan character of the community.”

LU-G1: “To maintain Medina’s high-quality residential setting and character, while considering creative housing solutions to accommodate community members of all socioeconomic groups.”

LU-G3: “To maintain active community involvement and equitable engagement in land use policy and regulation.”

LU-P1: “The City should minimize changes to existing zoning and land use patterns, except as to meet above goals when deemed necessary by its citizens; if meeting the above goals results in denser zoning, middle housing, or infill development, the City should particularly support these housing types within areas served by frequent transit, such as the Evergreen Point Fwy Station on SR 520, or within planned higher-density areas of the City.”

LU-P2: “The City should consider ways to restrict the size of homes in order to retain the character of the community and lessen impacts associated with construction. The City should consider ways to reduce or mitigate impacts to existing smaller housing when adjacent to larger remodeled or newly-constructed homes. The City should also discourage lot combinations to reduce the loss of housing capacity.”

CD-G1: “Retain Medina’s distinctive and informal neighborhood development pattern.”

CD-P6: “Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood scale.”

Problem Statement

The City has observed an increasing trend in the development of massive single-family homes which tend to overwhelm the size of adjacent homes and injure the privacy and property enjoyment of neighboring residents. Medina frequently reviews proposals for the demolition of modest homes and their replacement with boxy, wide, tall homes accompanied by considerable glazing that is often oriented toward neighboring living spaces.

Thematic Public Feedback

Medina recognizes that the character of high-quality living is not hallmarked only by luxurious homes, but by privacy in indoor living space and comfort in outdoor recreational space, too.

Bucking trends in many other western Washington communities to decrease minimum lot sizes and increase bulk consumption of property, Medina has represented the value conveyed by its residents in the quiet comfort of their sylvan waterfront environment. In recent years, these residents have expressed a loss of their comforts by the growing trend of massive neighboring residential development. The trend of proximal, boxy homes has caused obtrusive light and noise, loss of privacy and property enjoyment, and an unease among some residents in the geotechnical stability of Medina's steep slopes to withstand the charge of such large structures.

Interim Official Controls

In an effort to address these concerns, the City enacted emergency legislative action on February 23, 2026 limiting the proximity of development within adjoining side yards by increasing side yard setbacks on all properties (Ordinance 1052). In the same legislative action, the City created requirements for recessed upper stories and removed its allowance for height bonuses, which previously could allow the construction of a home up to 36-feet in height. At its July 27, 2026 regular meeting, City Council passed a second piece of emergency legislation (Ordinance 1059) which slightly modified and extends Ordinance 1052. Modifications in Ordinance 1059 include removing the recessed upper story requirement created by Ordinance 1052, clarifying vacant home lighting provisions, and increasing the minimum lot width and street frontage in the R-16 and R-20 zones from 70-feet to 90-feet.

In response to the passing of Ordinance 1052, property owners interested in developing their properties shared that the ordinance's limitations have yielded a loss of property value and seemingly restrict denser development that is otherwise called for by the state.

The themes heard by the Medina community on this topic can be summarized as:

- Large, boxy, proximal development has **reduced privacy, reduced property enjoyment, and caused excessive noise and light.**
- Regulations applied under Ordinance 1052 have caused a **loss in property value** and work **averse to denser development** priorities of the state.

The focus of the Development Impacts Project will be to explore methods of amending the City's zoning landscape that considers each of these themes offered by the public and to create a balance between fostering increased density with livability for all residents.

Council Direction

At its April 27, 2026 regular meeting, City Council gave the following direction:

“Direct the Planning Commission to study each presented zoning reform opportunity for its efficacy in satisfying the goals of the Development Impacts Project and prepare a recommendation for Council's adoption.”

Additional discussion with Council divided the project into two (or potentially three) phases: Phase 1, which intends to expeditiously resolve The Problem; and Phase 2, which is a longer-term study of the broad zoning reform opportunities introduced by the Planner at Council's April 27, 2026 meeting. It is expected that this project will prioritize Phase 1 and will limit its focus initially to its resolution, initiating Phase 2 only upon the completion of Phase 1.

Phase 1

Kim Gunderson of Mahoney Planning, LLC is under contract with the City of Medina to provide on-call current and long-range planning support services and has been tasked with leading the

Development Impacts Project. Kim has prepared and attached two versions of Ordinance 1062 which, if passed by Council, would conclude Phase 1 and allow the City to advance in Phase 2 of the project. Ordinance 1062 would adopt permanent revised zoning code provisions to resolve Phase 1; this is in direct response to consistent outspoken feedback from Development Impacts Project stakeholders who have asked for reliability as the Project advances.

Council can review the version of Ordinance 1062 as recommended by Planning Commission in Attachment 2 to this agenda bill. Council can also consider a revised version of this draft ordinance which has been prepared in direct response to feedback of the Council at its September 14 study session and September 28 public hearing; this version of Ordinance 1062 is included as Attachment 1 to this agenda bill.

In an effort to address comments or concerns expressed by Council during the September 28 public hearing, the following table has been prepared to itemize the feedback and document how each has been addressed:

Council Feedback at 9/28 Public Hearing	Staff Response
The recitals of the ordinance should include additions which memorialize the City's intention to pursue Phase 2, and what that phase will entail.	Staff have received two suggested WHEREAS clauses from DM Reeves following the Phase 1 public hearing. Those WHEREAS statements have each been added to Ord. 1062 (Att. 1) as written by DM Reeves. Note that the City Attorney's office has advised that the second of DM Reeves' suggested WHEREAS clauses could be abbreviated to read: "WHEREAS, Phase 2 of the Development Impacts Project may include consideration of zoning code amendments that would reduce impacts of redevelopment while preserving reasonable opportunities for the use, improvement, and redevelopment of residential property; and"
An edit should be made to the allowed setback protrusions for exterior water features (MMC 16.22.040.K.7) to clarify that the water feature itself is the matter being limited in setbacks, and not the sound attenuation device intending to mitigate sound from the noise-making feature.	Staff have prepared edits to MMC 16.22.040.K.7 to codify the clarity need identified by Mayor Rossman. See Att. 1.
It should be clear that motion detection lighting provisions codified with the passing of Ord. 1058 apply in Ord. 1062's edits to MMC 16.44.040.	Staff have prepared an edit to MMC 16.44.040(I) that specifies exterior lighting shall comply with Medina's new lighting chapter, including where that chapter governs motion detection lighting. See Att. 1.

The privacy landscape screening requirement should be amended. Reference of a 28-foot maximum landscaping height should be removed so as not to be interpreted as a requirement that landscaping achieve a height of 28-feet (rather than a lower height). DM Reeves offered further specific feedback related to climate-adapted species, variety in plantings, and the creation of a hedgerow.	Staff have received suggested edits to the new privacy landscape screening requirements in MMC 16.30.070.B.3 from DM Reeves. Those suggested edits have been incorporated into Ord. 1062 (Att. 1) as written by DM Reeves. The edits include height limitations of the landscape screens to that which is “reasonably necessary to provide effective screening of the relevant sightlines.” The edits also require a mixture of species rather than a monoculture of a single landscape species.
Language crafted in the revised Minor Deviation code should not construe that a covered deck could be allowed to protrude a side setback, given that such an allowance does not exist in today’s code.	Staff have prepared edits to MMC 16.71.010.G.3 to remove any unintended allowance for a setback protrusion that does not exist in Medina’s code today. The edited code now applies to only uncovered decks or verandas that would otherwise be allowed to protrude setbacks as per MMC 16.22.040.
The R-16 zone should be excluded from edits made under Phase 1.	Staff have not made edits in Ord. 1062 to reflect this feedback. It is recognized that both Ords. 1052 and 1059 were broadly applicable to all residential zones, and staff have not received Council direction that an assignment in Phase 1 is to remove the effect of the interim official controls on R-16. Staff understand that action taken by Council on the Development Impacts project to date have been, in part, in response to comments from residents in the R-16 zone concerned with the effect of redevelopment surrounding their property. One such comment has been included with this agenda bill as Att. 5 so that Council may be refamiliarized with some of the public feedback it has heard as it considers taking action on Ord. 1062, including whether the ordinance should be revised to remove any effect to the R-16 zone. A copy of Medina’s zoning map has been included as Att. 6 to this agenda bill for Council’s reference as it considers action on Ord. 1062.

Ord. 1062 creates conflict with other legislative priorities on Medina's workplan.	It was expressed during the September 28th public hearing that the parcel north of the Fitting/Koh property (3263 Evergreen Point Road) is a 34,000 square foot lot in the R-16 zone which could not undergo subdivision if Ord. 1062 is passed, even though the City is planning to adopt a future ordinance allowing for residential lot splits as required by state law. 3263 Evergreen Point Road is in the R-20 zone; it is unable to be divided into two lots today or in the future, regardless of Ord. 1062, because any two-lot division of the lot could not yield lots which comply with the minimum lot size requirements of 20,000 net square feet in the R-20 zone. Notably, with an increase to minimum lot widths in both R-16 and R-20, some lots could not be divided in a way that meets the new minimum lot width requirements, which is required for a subdivision application. The intention in increasing minimum lot widths via Ord. 1059 was to prevent the creation of narrow lots and avoid the project design challenges expressed in public responses to the passing of Ord. 1052. An important part of the Phase 1 scope is that Ord. 1062 be finalized and implementable by October. Having that in mind, staff have prepared Ord. 1062 as a bridge between the interim official controls and Phase 2 of the project, knowing that a part of Phase 2 may include revisiting minimum lot widths or even altogether reforming zoning districts citywide. It is still the intention of this project to satisfy the scope of Phase 1 before studying the time-consuming and broad development matters intended for Phase 2, and it is known that Phase 2 may undo some provisions created in Phase 1 if the more comprehensive study finds it an appropriate part of the Development Impacts project.
The revised Minor Deviation is likely to be applied for often to build against previous side setbacks.	Staff agrees. As Phase 1's scope was to create reprieve from increased side setbacks (particularly on narrow lots) while still minimizing the effect of redevelopment on neighboring lots, staff have expected its Phase 1 resolve to be regularly applied for until Phase 2 is complete. Satisfying the Phase 1 scope requires creating a permit avenue for property owners to apply for, and requiring that permit to be discretionary rather than ministerial so the Director may impose conditions of approval to minimize a project's effects on neighbors. Importantly, a project is required to satisfy all criteria of approval to enjoy the Minor Deviation allowances. Applying for the Minor Deviation is not a guarantee of its approval, and these applications when reviewed today are often required to undergo some degree of revision or addition of mitigation before they are approvable.
The Minor Deviation should include more conditions of approval at the Director's discretion to exercise.	In Ord. 1062, MMC 16.71.010.G has been crafted to allow for the broad application of approval conditions needed to "safeguard the public health, general welfare, and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of

	adjoining properties is preserved.” While three conditions of approval have been drafted at greater length, MMC 16.71.010.G.5 has been drafted at the recommendation of the City Attorney to capture the potential to impose other conditions of approval more broadly. This allows the Director to consider particular development impacts or site characteristics that may not have been anticipated in the drafting of Ord. 1062, but may nonetheless prove to result in material detriment if not mitigated or conditioned. Importantly, the broadness of MMC 16.71.010.G.5 is akin to existing provisions governing the Director’s discretion to condition permits elsewhere in the MMC: • Administrative Variances, MMC 16.71.020.F: “The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety.” • Administrative Special Use Permits, MMC 16.71.030.F: “The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety.” • Administrative Right-of-Way Tree Activity Permit, MMC 16.71.040.F: “The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety.” • Administrative Substantial Development Permit, MMC 16.71.050.G: “The decision authority may attach reasonable conditions as necessary to prevent undesirable effects of the proposed development and to assure consistency of the development with the Shoreline Management Act and the city shoreline master program.” • Accessory Recreational Facilities, MMC 16.34.040.C.5: “Additional mitigation measures may be required such as, but not limited to, restricted hours of use, limitations on lighting, increased screening, altered location, etc., to minimize any negative impacts generated by the use of the accessory recreational facility.” Staff find value in the broadness of MMC 16.71.010.G.5 prepared in Ord. 1062 and encourage it remain as a part of Council’s action for the Director to exercise, as is appropriate and commonplace in Medina’s administrative discretionary permit reviews.
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Public Noticing and Statutory Requirements

Phase 1 of the Development Impacts Project has been robustly noticed to those with outspoken interest in the Project. Phase 1 has also undergone each of its statutory obligations for the adoption of new city ordinances.

SEPA

The City of Medina is the SEPA Lead Agency for the Development Impacts Project. Medina’s SEPA Responsible Official has reviewed a project SEPA Checklist and related materials, and issued a Determination of Nonsignificance (DNS) for Phase 1 of the Project. The DNS was noticed

in all manners required of MMC 14.04.010 and comments on the threshold determination were invited from August 7 – August 21, 2026. The City received one comment from the Department of Ecology seeking to understand the scope of the project and whether it impacted the Medina Shoreline Master Program.

Notice of Intent to Adopt (Commerce)

The City is required to provide notice of its intent to adopt (NOI) new or revised development regulations to the Department of Commerce (Commerce) under RCW 36.70A.106. The NOI is transmitted to most state agencies by Commerce, and a typical 60-day review and comment letter is extended to state agencies. At the request of the City, Commerce can choose to approve a requested expedited review of only 14 days.

Kim provided NOI with a request for expedited review to Commerce on July 29, 2026. On August 14, 2026, the City received its approved request for expedited review. No agency comments were received by the City. This satisfies the City's NOI obligations.

Notice of City Council Public Hearing

MMC 16.81.070 provides the City's requirements for noticing its public hearings on zoning code text amendments. MMC 16.81.070 requires that public hearings be published in a newspaper of general circulation and posted in the same manner as regular City Council meetings.

It is well understood that an engaged body of the Medina citizenry and their representatives seek to remain involved in the Development Impacts Project. Known as the "Development Impacts Project stakeholders," these Medina community members have regularly attended public meetings, provided public comment, and/or participated in the June 17 Project Phase 1 Charrette. The City has observed and appreciated the involvement of the Project stakeholders and wishes to continue providing them with abundant engagement. In that interest, the City over-noticed its September 28, 2026 City Council public hearing and e-mailed notice of the hearing to any member of the Medina community with a record of public participation in the Project since its inception in February 2026. 52 Project stakeholders received this notice. The City also prepared a project one-pager at the request of the Development Services Committee which is easily and broadly accessible on the main homepage of the City's website.

Notice of public hearing was timely provided on September 3, 2026. Four comments have been timely received by the City in response to the Notice of Public Hearing, each of which has been previously transmitted to the Council.

Project Schedule

Phase 1 is expected to conclude at the Council's regular meeting on October 12, 2026, with action being requested of the Council that evening.

Council Priorities

This proposal furthers Council Priorities 2, 3, 4, and 5.

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

Budget/Fiscal Impact: None

Recommendation: Adopt Ordinance No. 1062.



City Manager Approval:

Proposed Council Motion: “I move approval of Ordinance No. 1062, as expressed in Attachment _____ included with the agenda bill, to address impacts of construction, to increase privacy and peaceful enjoyment for residents in residential development standards, amending the following sections of the Medina Municipal Code for this purpose: 16.22.030, 16.22.040, 16.23.050 and 16.23.060(C)&(D), 16.44.040, 16.12.020, 16.12.090, 16.12.200, 16.30.070(B), 16.71.010, providing for severability and corrections; terminating the interim official control adopted under Ordinance No. 1052 and extended by Ordinance No. 1059; and establishing an effective date.

Time Estimate: 90 Minutes

CITY OF MEDINA, WASHINGTON

Ordinance No. 1062

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RELATING TO ZONING, AMENDING THE MEDINA MUNICIPAL CODE TO ADDRESS IMPACTS OF CONSTRUCTION, TO INCREASE PRIVACY AND PEACEFUL ENJOYMENT FOR RESIDENTS IN RESIDENTIAL DEVELOPMENT STANDARDS, AMENDING THE FOLLOWING SECTIONS OF THE MEDINA MUNICIPAL CODE FOR THIS PURPOSE: 16.22.030 (INCREASING SIDE YARD SETBACKS), 16.22.040 (REQUIRING LANDSCAPING FOR PROTRUSIONS INTO SETBACKS), 16.23.050 AND 16.23.060(C)&(D) (TO REMOVE THE BONUS HEIGHT OPTION), 16.44.040 (TO ADOPT LIGHTING LIMITATIONS FOR VACANT RESIDENCES), 16.12.020 TO DEFINE CERTIFIED AND CITY ARBORISTS, 16.12.090 TO DEFINE HORTICULTURALIST, 16.12.200 TO DEFINE UPPER STORY, 16.30.070.B TO ADD A NEW STANDARD FOR PRIVACY LANDSCAPE SCREENING, 16.71.010 TO EXPAND THE USE OF MINOR DEVIATIONS FOR REDUCED SETBACKS WHEN MITIGATION IS PROVIDED; ADOPTING FINDINGS IN SUPPORT OF THIS ORDINANCE; PROVIDING FOR SEVERABILITY AND CORRECTIONS; TERMINATING THE INTERIM OFFICIAL CONTROL ADOPTED UNDER ORDINANCE NO. 1052 AND EXTENDED BY ORDINANCE NO. 1059; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Medina is a code city operating under Title 35A RCW, among other laws; and

WHEREAS, in Title 16 of the Medina Municipal Code, the City Council has established the City's development regulations; and

WHEREAS, Medina is a code city which is governed by the provisions of the Growth Management Action (Chapter 36.70A RCW); and

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

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

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

WHEREAS, the development trends in Medina include building single-family homes to the maximum structural size and lot coverage which creates impacts on neighboring properties in terms of loss of privacy, noise, and light trespass; and

WHEREAS, this trend has not led to increased production of housing units or increased density, rather, it has led to decreased density in Medina; and

WHEREAS, these trends have also increased the cost of housing in a time when Washington is in a housing shortage and housing affordability crisis; and

WHEREAS, the narrower lots in Medina often have more impacts on neighboring property residents when redevelopment occurs; and

WHEREAS, narrow lots also are more difficult to develop with duplexes or ADU/DADU units; and

WHEREAS, since adopting Ordinance 1040 in May of 2025 to provide for ADU/DADU and middle housing options, the City has not seen development that would provide more affordable units, like ADU/DADUs or duplexes; and

WHEREAS, by updating the code to make lot standards wider, new lots created will have more width for a variety of housing types while minimizing impacts on neighboring property residents; and

WHEREAS, changing the minimum lot widths does not change minimum lot size, rather, it changes the aspect ratio which will make lots more developable for a wider variety of housing types; and

WHEREAS, by increasing side yard setbacks, the impacts of residential redevelopment will be mitigated on neighboring residents; and

WHEREAS, as part of modifying the development standards, an amended minor deviation process is included which will allow owners and developers to build with narrower side yard setbacks provided that such reduction in setbacks either does not have negative impacts on neighboring residents or such reduction is mitigated; and

WHEREAS, by prioritizing the passage of this ordinance, the City will have addressed and resolved the immediate impacts caused by development trends, enabling

its future study of broader zoning reformatory action to be considered by the City which aligns with and supports its adopted goals and policies; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for expedited review on July 29, 2026; and

WHEREAS, on August 7, 2026, the City's SEPA official issued a determination of nonsignificance for the proposed amendments, which was published and provided to the public in accordance with WAC 197-11-510, and there have been no appeals; and

WHEREAS, over the past eight months, the City has engaged in significant public outreach including, mailing notices to every address in the City, hosting a website with project information for the public's access, hosting a charrette on June 17, 2026 to obtain input from design professionals, builders, residents, owners, and developers; and

WHEREAS, since February of 2026, the Planning Commission has studied this issue, including meeting four times, worked on a draft ordinance, and conducted a public hearing on the substance of this Ordinance on August 25, 2026; and

WHEREAS, following the public hearing, the Planning Commission recommended adoption by the City Council; and

WHEREAS, the Development Services Committee has met to review this ordinance once during the time period that this ordinance has been under review; and

WHEREAS, over the past eight months, the City Council has studied this issue, including meeting eight times, has given directions to the Planning Commission, and conducted a public hearing on the substance of this Ordinance on September 28, 2026; and

WHEREAS, this Ordinance furthers and implements the following Comprehensive Plan Goals and Policies: H-P1, H-P5, H-P6, LU-G1, LU-G3, LU-P1, LU-P2, CD-G1, and CD-P6; and

WHEREAS, the City Council, following the public hearing and after careful consideration of the recommendation from the Planning Commission, all public comment, and the Ordinance, finds that this Ordinance is consistent with the City's Comprehensive Plan and development regulations, the Growth Management Act, Chapter 36.70A RCW, and that the amendments herein are in the best interests of the residents of the City and further advance the public health, safety and welfare; and

WHEREAS, the City Council intends to continue the Development Impacts Project through a Phase 2 process that will undertake a more comprehensive and holistic

evaluation of the cumulative impacts of residential redevelopment and consider regulatory, incentive-based, and other approaches to encourage high-quality development that is appropriately scaled and designed for its site and consistent with Medina’s neighborhood character and sylvan environment; and

WHEREAS, Phase 2 may include consideration of zoning designations, building scale, height, massing and proportionality; density and site compatibility; lot size; lot width; lot configuration and lot aggregation; floor area ratio (FAR), structural coverage and other methods of regulating development intensity; setbacks and open space; architectural modulation and articulation; roof form; incentives for high-quality design and development; preservation of significant trees and tree canopy; protection of privacy and access to sunlight and consideration of views; landscaping, native biodiversity and neighborhood landscape character; low-impact development; frontage and infrastructure improvements; opportunities and requirements for undergrounding utilities; development impact fees and other appropriate mitigation tools; housing diversity and applicable state housing requirements; and other measures intended to reduce the impacts of redevelopment while preserving reasonable opportunities for the use, improvement, and redevelopment of residential property; and

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

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council’s findings of fact in support of this ordinance.

Section 2. Subsection A of Section 16.22.030 of the Medina Municipal Code is hereby amended to read as follows:

16.22.030. Building and structure setbacks.

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

Table 16.22.030: Minimum Building/Structure Setbacks

		Minimum Setback from the:
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Square Footage of the Lot Area	Front Property Line	Rear Property Line	Side Property Line <u>for first floor, or up to 16 feet in height above finished grade, whichever is lower</u>	Lake Washington Shoreline
Less than 10,001	25 feet	25 feet	10 15 feet	See MMC 16.63.030
From 10,001 to 13,000	26 feet	26 feet		
From 13,001 to 15,000	28 feet	28 feet		
From 15,001 to 20,000	30 feet	30 feet		
Greater than 20,000	30 feet	30 feet	The greater of 10 15 feet or 15 20% of the lot width; not to exceed 20 feet	

* * * * *

Section 3. Section 16.22.040 of the Medina Municipal Code is hereby amended to read as follows:

16.22.040. Protrusions into setback areas.

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

- A. Utilities which are located underground and accessory to a principal use, except the requirement for undergrounding is not required if the limitation in MMC 16.50.090(I)(6) applies.
- B. Walkways, stairs and steps, and driveways, not including parking spaces, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- C. Uncovered decks and patios, provided:
 - 1. No part of the structure exceeds 30 inches in height above the existing or finished grade, whichever grade is lower; and

2. The following setbacks are maintained:
 - a. A minimum 15-foot setback is maintained from the front property line;
 - b. A minimum 10-foot setback is maintained from the rear property line; and
 - c. A minimum side-yard setback equal to ~~one-half~~ seventy-five percent of the required distance pursuant to Table 16.22.030. In addition, for decks or patios built in side yard setbacks, installation of solid landscape screening under MMC 16.30.070 shall be required.
- D. Window wells that do not project more than six inches above the ground level and do not protrude more than four feet into the setback area.
- E. Fences and freestanding walls which comply with the requirements set forth in MMC 16.30.010.
- F. Irrigation systems at or below finished grade, including yard hydrants, sprinkler heads and similar features that do not exceed 36 inches above the finished grade.
- G. Ramps and similar structures installed to a single-family dwelling to provide ADA access .
- H. Foundation footings where the footing structure does not protrude more than two feet into the setback area and is located entirely below the ground surface.
- I. Improved surface areas for off-street parking provided:
 1. The protrusion is limited to the front setback area and a minimum 15-setback is maintained from a front property line; and
 2. The parking area is designed in a manner that is clearly distinguishable from the driveway; and
 3. The top of the parking surface does not exceed 30 inches above the existing or finished grade, whichever is lower.
- J. A chimney provided:
 1. The protrusion is limited to the side setback area and does not exceed more than two feet into the setback area ;
 2. The maximum horizontal width of the chimney inside the setback area is five feet.
- K. Accessory structures and outdoor mechanical equipment provided:
 1. The protrusion is limited to the rear setback area and a minimum 15-foot setback from the rear property line is maintained; and
 2. The highest point of the accessory structure or outdoor mechanical equipment does not exceed eight feet in height above the finished grade; and
 3. The accessory structure or outdoor mechanical equipment does not occupy a footprint greater than 100 square feet; and
 4. Solid landscape screening pursuant to MMC 16.30.070 is planted that screens the structure or mechanical equipment from adjoining properties; and

5. For outdoor mechanical equipment, the following shall apply:
 - a. An existing unit may be replaced with a new unit in the same location regardless of setback requirements;
 - b. For existing legally nonconforming residences that do not conform to the current side yard setback requirements, a new unit may be installed in the side yard setback provided a minimum ~~five~~^{ten}-foot setback is maintained from the side property line; and
6. All mechanical equipment shall meet the sound requirements set forth in chapter 8.06 MMC.
7. Permanent exterior water features and other similar permanently installed architectural features that make noise shall be installed in a location or in a manner such that neighboring properties do not hear them.
- L. Open play structures without roofs or walls provided:
 1. The protrusion is limited to rear setback areas and a minimum 10 foot setback from a rear property line is maintained; and
 2. The maximum height of the play structure does not exceed ten feet above the finished grade; and
 3. The play structure does not occupy a footprint greater than 100 square feet.
- M. Swimming pools, spas and hot tubs as provided for in MMC 16.34.040.
- N. Raised planting bed boxes, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- O. Low impact development best management practices or treatment best management practices provided:
 1. The best management practice shall be designed, constructed, and maintained in accordance with the stormwater manual adopted under MMC 13.06.020.
 2. Best management practices, including associated vegetation, shall be located entirely on private property.
 3. The maximum height of any structural element associated with the best management practice shall not exceed 30 inches above the existing or finished grade, whichever grade is lower.
 4. The best management practice shall be designed to manage or treat stormwater runoff solely from the building site and from less than 5,000 square feet of impervious surface.
 5. Examples of acceptable best management practices, as those practices are defined in Chapter 16.12 MMC, include but are not limited to the following:
 - a. Rain garden;
 - b. Bioretention;

- c. Dispersion; and
- d. Biofiltration treatment.

Section 4. Section 16.23.050 of the Medina Municipal Code is hereby amended to read as follows:

16.23.050. Maximum building and structure height standards.

A. Application of maximum height standards.

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

Table 16.23.050(A): Maximum Height Standards

Measurement Points		Zoning/Height Overlay Maximum Height					
		R-16	R-20/R-30	SR-30	N-A	Public	Medina Heights
Original Grade	High Point	25 feet	N/A*	N/A*	None	None	N/A*
	Low Point		25 feet	25 feet			20 feet
Finished Grade	High Point	28 feet	N/A*	N/A*	30 feet	35 feet	N/A*
	Low Point		28 feet	28 feet			23 feet
Eligible for Height Bonus		No	Yes	Yes	No	No	No

*Not applicable.

- B. Maximum height is determined by the zone or height overlay where the building or structures is located and the corresponding unit of height specified for original and finished grade prescribed in the tables.

- ~~C. A property owner electing to apply the height bonus allowed pursuant to subsection (A)(3) of this section shall apply the height limits specified in Table 16.23.050(C).~~

Table 16.23.050(C): Bonus Height Standard

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

- ~~C.D. The methods for measuring the height of buildings and structures are set forth in MMC 16.23.060.~~

- ~~D.E. Exemptions from maximum height requirements are set forth in MMC 16.23.070.~~

- ~~F. Eligibility for the bonus height standard in subsection (A)(3) of this section shall not apply where the total structural coverage on the lot exceeds 13 percent, excluding structural coverage that qualifies for the bonus under MMC 16.23.040.~~

Section 5. Subsections C and D of Section 16.23.060 of the Medina Municipal Code are hereby amended to read as follows:

16.23.060. Measuring building and structure height.

* * * * *

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

* * * * *

- ~~D. Where the bonus height standards in Table 16.23.050(C) are used, height shall be measured as shown in Figure 16.23.060(D) and as set forth in the following procedures:~~

- ~~1. The original grade shall be established as set forth in MMC 16.23.080;~~
- ~~2. The base elevation for measuring height shall be taken at four points where the outside of the exterior walls/sides of the building or structure intersect the following:~~
 - ~~a. The lowest point of the original grade;~~
 - ~~b. The highest point of the original grade;~~
 - ~~c. The lowest point of finished grade; and~~

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

Figure 16.23.060(D): Bonus Height Measurements

IMAGE IS DELETED

* * * * *

Section 7. Section 16.44.040 of the Medina Municipal Code is hereby amended to read as follows:

16.44.040. Minimum maintenance standards for vacant residences.

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

- A. The premises shall be clean, safe, and sanitary, free from waste, garbage, litter and excessive vegetation.
- B. The building and structures shall be maintained in good repair and be structurally sound. Structural members shall be free from safety, health, and fire hazards.
- C. Doors, windows, and other openings shall be weather-tight and secured against entry by birds, vermin, and trespassers. Missing or broken doors, windows, and other openings shall be covered by glass, plywood, or other weather-resistant materials and tightly fitted and secured to the opening.
- D. Exterior walls shall be free of holes, breaks, and loose or rotting materials.

- E. Foundation walls shall be animal- and vermin-proof and be maintained in a structurally sound and sanitary condition.
- F. Chimneys, decks, balconies, canopies, awnings, exhaust ducts, cornices, corbels, trim, wall facings, drains, gutters, downspouts, and similar features shall be safely anchored.
- G. Roofs and flashings shall be maintained in good repair and be structurally sound.
- H. Interior lights that are visible to or from neighboring properties shall be kept turned off except when the structure is occupied.
- I. Exterior lights shall only be on after dark if they are shielded and angled away from other properties and dwelling units and meet the standards set forth in chapter 16.25 MMC, including those standards governing security lighting which emit light upon detected motion. Light shall not be permitted to trespass onto other properties.

Section 8. Subsection “A” of Section 16.22.020 of the Medina Municipal Code is hereby amended to read as follows:

16.22.020. - Lot development standards.

A. The pertinent requirements for minimum net lot area, minimum lot width, and minimum street frontage applicable to each lot is determined by the zoning district in which the lot is located and the corresponding standards in Table 16.22.020.

Table 16.22.020: Lot Development Standards

Zoning District	Minimum Net Lot Area	Minimum Lot Width	Minimum Street Frontage
R-16	16,000 sq. ft.	70 90 ft.	70 90 ft.
R-20	20,000 sq. ft.	70 90 ft.	70 90 ft.
R-30	30,000 sq. ft.	90 ft.	90 ft.
SR-30	30,000 sq. ft.	90 ft.	90 ft.
N-A	16,500 sq. ft.	135 ft.	135 ft.
Public	None	None	None

* * * * *

Section 9. Definitions of “Arborist, certified” and “Arborist, city” are hereby added to Section 16.12.020 to read as follows:

16.12.020. – “A” definitions.

* * * * *

Arborist, certified means a specialist in the care and maintenance of trees who is certified by the International Society of Arboriculture (ISA).

Arborist, city means a certified arborist appointed by the city manager or designee. The city arborist is responsible for evaluating trees according to the International Society of Arboriculture in evaluating hazardous trees in urban areas.

* * * * *

Section 10. The definition of “Horticulturist, certified” is hereby added to Section 16.12.090 to read as follows:

16.12.090. – “H” definitions.

* * * * *

Horticulturist, certified means a specialist in plant cultivation who is either a Certified Professional Horticulturist (CPH) or a Certified Horticulturist (CH) as designated by the American Society for Horticulture Science.

* * * * *

Section 10. The definitions of “Reconstruction” and “Replacement cost” in Section 16.12.190 of the Medina Municipal Code are hereby to read as follows:

16.12.190. - "R" definitions.

* * * * *

Reconstruction means to undertake construction within and/or upon an existing structure which has a valid construction permit with fair-market construction costs greater than 60 percent of the replacement cost of the existing structure being enlarged, extended, repaired, remodeled, or structurally altered. All project phases necessary to result in a habitable building must be included. The calculation for fair market construction costs shall include all costs of construction associated with the structure for a period beginning on the date of permit issuance and ending 18 months after the date the permit is finalized by the city. Construction costs shall be based on the greater of bid cost or the adopted valuation table for new square footage.

* * * * *

Replacement cost means the square footage of the structure multiplied by local building costs per square foot for the type of structure, or a similar method of calculation means the total cost of design and construction to replace an existing structure.

* * * * *

Section 11. The definition of “Story, upper” is hereby added to Section 16.12.200 to read as follows:

16.12.200. – “S” definitions.

* * * * *

Story, upper means any floor, story, or space located above the ground floor, whether that ground floor is characterized as a daylight basement, main floor, or otherwise. On sloping lots, the upper story shall be determined based on its position in relation to the ground elevation where the structure is developed along the sloping lot as would satisfy a reasonable person to be the upper story.

* * * * *

Section 12. A new subsection “3” is hereby added to Section 16.30.070.B of the Medina Municipal Code to read as follows:

16.30.070. Landscape screening.

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B. Landscape screening – Types and description.

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3. Privacy landscape screening.

- a. Privacy landscape screening shall be designed and maintained to provide effective year-round screening of relevant sightlines between the development and adjoining properties and shall be proportionate to the privacy impact being mitigated.
- b. Privacy landscape screening shall consist of a layered and species-diverse planting design using species selected from the City’s Privacy Landscape Species List, unless an alternative species is approved by the Director. Plantings shall incorporate a mixture of species, forms, and mature heights appropriate to the site and, where practicable, shall emphasize native or climate-adapted species and incorporate existing mature vegetation. Screening should avoid reliance on a continuous monoculture of a single species and should promote biodiversity, landscape resilience, and Medina’s sylvan character.
- c. The Director shall determine the required location, height, width, density, species diversity, and species composition of privacy landscape screening based upon site conditions, the location and evaluation of the development and adjoining properties, relevant sightlines, existing vegetation, and the nature and extent of the privacy impact being mitigated.
- d. Privacy landscape screening shall not be required to exceed the height reasonably necessary to provide effective screening of the relevant sightlines. In determining the appropriate height and configuration of screening, the Director shall consider potential impacts on adjoining properties, including access to views and sunlight, existing vegetation, the scale and location of the required screening, and the long-term health and maintenance of the landscaping.
- e. Where practicable, privacy landscape screening shall be designed as a layered, multi-species hedgerow rather than a continuous single-species hedge, providing variation in plant form, height, and composition consistent with Medina’s sylvan character and supporting biodiversity, habitat, and landscape resilience.

Required privacy landscape screening shall be maintained and replaced as necessary to preserve the screening function required by this section.

All otherwise applicable requirements of this section concerning landscape plans, maintenance, irrigation, professional review, the City's Privacy Landscape Species List, and any required recorded landscape maintenance covenant shall remain applicable. The Director has the authority to update the City's Privacy Landscape Species list from time to time by providing a copy to the City Clerk and posting it on the City's website.

* * * * *

Section 13. Section 16.71.010 of the Medina Municipal Code is hereby amended to read as follows:

16.71.010. Minor deviation.

- A. *Purpose.* The purpose of a minor deviation is:
1. To allow for minor departures from numeric development standards for ~~remodeling~~ alteration projects; and
 2. To allow flexibility in design while preserving legally established nonconforming conditions with respect to setback requirements and maximum building heights; ~~and-~~
 3. To allow departures from minimum side yard setback for development projects, including new development, alterations, additions, substantial destruction, or reconstruction.
- B. *Applicant.* Any owner may submit an application for a minor deviation.
- C. *Procedures.* Minor deviations are processed as a Type 2 decision pursuant to the review procedures set forth in Chapter 16.80 MMC.
- D. *Applicability.* A minor deviation may be approved for the following:
1. Departures by five percent or less from any numeric development standard for alteration projects provided:
 - a. If the numeric development standard is expressed as a percentage, the five percent is calculated as the numeric percentage multiplied by 1.05; and
 - b. Requests for departures may include qualifying conditions such as structural coverage bonuses and height bonuses; and
 - c. The structure would not experience substantial destruction as defined by MMC 16.12.200.

2. Departures from building height and zoning setback standards to allow a building addition to match an existing nonconforming building height or setback that was legally established provided:
 - a. Matching a legal nonconforming building height means a building addition extending above the maximum zoning height applicable to the building, but the highest point of the addition does not exceed the highest point of the roof of the existing building; or
 - b. Matching a legal nonconforming zoning setback means a building addition extending into the setback area, but the addition does not extend closer to the property line than the closest point of the existing building, excluding gutters; and
 - c. The total above-ground bulk of the building located within the legally nonconforming height or setback envelope does not occupy more than 60 percent of the maximum possible above-ground bulk that could otherwise be built within the legal nonconforming building height or setback envelope with approval of a minor deviation; and
 - d. The structure would not experience substantial destruction as defined by MMC 16.12.200.
3. Departures from side setback zoning standards to allow any project to develop against the alternative side setback standards set forth in this section provided:
 - a. All other numeric development standards applicable to the project are adhered to; and
 - b. The project includes mitigation measures that will offset any material detriment to the public welfare, or any injury to property or improvements in the vicinity and zone in which the subject property is located, or any substantial reduction in the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code.
 - c. Development proposed under this subsection may depart from side yard setback zoning standards and may develop against the following alternative side yard setback standards:

<u>Square Footage of the Lot Area</u>	<u>Minimum Setback from the:</u>
	<u>Side Property Line</u>
<u>Less than 10,001</u>	<u>10 feet</u>
<u>From 10,001 to 13,000</u>	
<u>From 13,001 to 15,000</u>	
<u>From 15,001 to 20,000</u>	

Greater than 20,000	The greater of 10 feet or 15% of the lot width; not to exceed 20 feet
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1. Protrusions in setback areas shall otherwise comply with MMC 16.22.040.

- E. *Limitations.* A minor deviation shall not be approved for the following:
- ~~1. Where the structure experienced substantial destruction as defined by MMC 16.12.200.~~
 - 1.2. Where the request is to obtain final approval of a structure that compliance with the numeric development standard was represented in the building permit application, but subsequent construction is noncompliant; or
 - 2.3. Where the project consists of a building alteration or improvement that was completed at any time within the previous five years.
- F. *Criteria for approval.* The decision authority may approve a minor deviation only if all of the following criteria are satisfied:
1. The minor deviation does not constitute a granting of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located; and
 2. The granting of such minor deviation will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
 3. The proposed development will not substantially reduce the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code; and
 4. For departures set forth in subsection (D)(1) of this section, the minor deviation is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located.
- G. *Conditions of approval.* The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved. Specific to a decision to approve a minor deviation under subsection (D)(3) of this section, the decision authority may apply any or all of the following conditions of approval as necessary to safeguard the public health, general welfare, and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved:
1. A privacy landscape screen pursuant to MMC 16.30.070(B)(3) shall be installed along the perimeter of the lot from which the structure is set back

against the alternative side yard setback standards set forth in subsection (D)(3)(c) of this section. A maintenance covenant shall be recorded against the property that commits to maintaining the privacy landscape screen in a manner that complies with MMC 16.30.070(B)(3) and upkeeps the landscape screen so as not to encroach adjoining properties. The maintenance covenant shall run with the land in perpetuity;

- a. Where a privacy landscape screen is required, a landscape plan shall be submitted to the city demonstrating consistency with MMC 16.30.070(B)(3). The landscape plan shall include provisions for maintenance and irrigation of the landscape screen, and shall include planting best management practices that will guide installation of the privacy landscape screen. Should the landscape plan include shrubs or trees installed in excess of six feet in height at the time of planting, a certified arborist or certified horticulturist shall select the landscape species and shall observe their installation to ensure planting best management practices are adhered to. The landscape plan shall be reviewed and approved by the city prior to development activity.
2. Glazing may be limited, including, but not limited to, establishing a maximum glazing area of 20 percent of any upper story elevation facing side property lines when the alternative side setback standards set forth in subsection (D)(3)(c) of this section are built against, unless additional glazing is required to comply with locally adopted building codes;
3. Uncovered decks or verandas are limited to an area of no more than 100 square feet when any portion of the deck or veranda is developed within the alternative side setback standards set forth in subsection (D)(3)(c) of this section;
4. All lighting shall comply with MMC Chapter 16.25 and with MMC 16.44.040; and
5. Additional mitigation measures may be required such as, but not limited to, increased screening, required fencing, altered location, reducing the scale of the structure, etc., to minimize any negative impacts generated by approving the minor deviation for the structure.

H. *Lapse of approval.*

1. An approved minor deviation shall expire after one year from the later date of the decision being issued or an appeal becoming final unless a complete building permit application is submitted; and
2. Expiration of the minor deviation is automatic and notice is not required; and
3. The director may grant a single six-month extension if the applicant makes such a request in writing prior to the expiration date and can show good cause for granting the extension.

Section 14. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 15. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 16. Corrections. Upon the approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 17. Repeal of Interim Official Control. The Interim Official Control which was imposed under Ordinance No. 1052 and extended under Ordinance Nos. 1059 is hereby terminated upon the effective date of this Ordinance.

Section 18. Effective Date. This Ordinance shall be effective five days after publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE ____ DAY OF _____, 2026 BY A VOTE OF ☒ FOR, ☒ AGAINST, AND ☒ ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE ____ DAY OF _____, 2026.

Jessica Rossman, Mayor

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

Attest:

Jennifer S. Robertson, City Attorney

Dawn Nations, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: / AB

CITY OF MEDINA, WASHINGTON

Ordinance No. 1062

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RELATING TO ZONING, AMENDING THE MEDINA MUNICIPAL CODE TO ADDRESS IMPACTS OF CONSTRUCTION, TO INCREASE PRIVACY AND PEACEFUL ENJOYMENT FOR RESIDENTS IN RESIDENTIAL DEVELOPMENT STANDARDS, AMENDING THE FOLLOWING SECTIONS OF THE MEDINA MUNICIPAL CODE FOR THIS PURPOSE: 16.22.030 (INCREASING SIDE YARD SETBACKS), 16.22.040 (REQUIRING LANDSCAPING FOR PROTRUSIONS INTO SETBACKS), 16.23.050 AND 16.23.060(C)&(D) (TO REMOVE THE BONUS HEIGHT OPTION), 16.44.040 (TO ADOPT LIGHTING LIMITATIONS FOR VACANT RESIDENCES), 16.12.020 TO DEFINE CERTIFIED AND CITY ARBORISTS, 16.12.090 TO DEFINE HORTICULTURALIST, 16.12.200 TO DEFINE UPPER STORY, 16.30.070.B TO ADD A NEW STANDARD FOR PRIVACY LANDSCAPE SCREENING, 16.71.010 TO EXPAND THE USE OF MINOR DEVIATIONS FOR REDUCED SETBACKS AND HEIGHT BONUS WHEN MITIGATION IS PROVIDED; ADOPTING FINDINGS IN SUPPORT OF THIS ORDINANCE; PROVIDING FOR SEVERABILITY AND CORRECTIONS; TERMINATING THE INTERIM OFFICIAL CONTROL ADOPTED UNDER ORDINANCE NO. 1052 AND EXTENDED BY ORDINANCE NO. 1059; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Medina is a code city operating under Title 35A RCW, among other laws; and

WHEREAS, in Title 16 of the Medina Municipal Code, the City Council has established the City's development regulations; and

WHEREAS, Medina is a code city which is governed by the provisions of the Growth Management Action (Chapter 36.70A RCW); and

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

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

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

WHEREAS, the development trends in Medina include building single-family homes to the maximum structural size and lot coverage which creates impacts on neighboring properties in terms of loss of privacy, noise, and light trespass; and

WHEREAS, this trend has not led to increased production of housing units or increased density, rather, it has led to decreased density in Medina; and

WHEREAS, these trends have also increased the cost of housing in a time when Washington is in a housing shortage and housing affordability crisis; and

WHEREAS, the narrower lots in Medina often have more impacts on neighboring property residents when redevelopment occurs; and

WHEREAS, narrow lots also are more difficult to develop with duplexes or ADU/DADU units; and

WHEREAS, since adopting Ordinance 1040 in May of 2025 to provide for ADU/DADU and middle housing options, the City has not seen development that would provide more affordable units, like ADU/DADUs or duplexes; and

WHEREAS, by updating the code to make lot standards wider, new lots created will have more width for a variety of housing types while minimizing impacts on neighboring property residents; and

WHEREAS, changing the minimum lot widths does not change minimum lot size, rather, it changes the aspect ratio which will make lots more developable for a wider variety of housing types; and

WHEREAS, by increasing side yard setbacks, the impacts of residential redevelopment will be mitigated on neighboring residents; and

WHEREAS, as part of modifying the development standards, an amended minor deviation process is included which will allow owners and developers to build with narrower side yard setbacks provided that such reduction in setbacks either does not have negative impacts on neighboring residents or such reduction is mitigated; and

WHEREAS, as part of modifying the development standards, an amended minor deviation process is included which will allow owners and developers in the R-20, R-30, and SR-30 zones to obtain a height bonus if structural coverage on the lot is limited to no greater than 13 percent, provided such height bonus either does not have negative

impacts on neighboring residents or such height bonus is mitigated. This modification may provide better housing forms, more open space, and more harmony between neighbors; and

WHEREAS, by prioritizing the passage of this ordinance, the City will have addressed and resolved the immediate impacts caused by development trends, enabling its future study of broader zoning reformatory action to be considered by the City which aligns with and supports its adopted goals and policies; and

WHEREAS, this Ordinance was submitted to the Department of Commerce for expedited review on July 29, 2026; and

WHEREAS, on August 7, 2026, the City's SEPA official issued a determination of nonsignificance for the proposed amendments, which was published and provided to the public in accordance with WAC 197-11-510, and there have been no appeals; and

WHEREAS, over the past eight months, the City has engaged in significant public outreach including, mailing notices to every address in the City, hosting a website with project information for the public's access, hosting a charrette on June 17, 2026 to obtain input from design professionals, builders, residents, owners, and developers; and

WHEREAS, since February of 2026, the Planning Commission has studied this issue, including meeting four times, worked on a draft ordinance, and conducted a public hearing on the substance of this Ordinance on August 25, 2026; and

WHEREAS, following the public hearing, the Planning Commission recommended adoption by the City Council; and

WHEREAS, the Development Services Committee has met to review this ordinance once during the time period that this ordinance has been under review; and

WHEREAS, over the past eight months, the City Council has studied this issue, including meeting eight times, has given directions to the Planning Commission, and conducted a public hearing on the substance of this Ordinance on September 28, 2026; and

WHEREAS, the City Council, following the public hearing and after careful consideration of the recommendation from the Planning Commission, all public comment, and the Ordinance, finds that this Ordinance is consistent with the City's Comprehensive Plan and development regulations, the Growth Management Act, Chapter 36.70A RCW, and that the amendments herein are in the best interests of the residents of the City and further advance the public health, safety and welfare; and

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

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's findings of fact in support of this ordinance.

Section 2. Subsection A of Section 16.22.030 of the Medina Municipal Code is hereby amended to read as follows:

16.22.030. Building and structure setbacks.

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

Table 16.22.030: Minimum Building/Structure Setbacks

Square Footage of the Lot Area	Minimum Setback from the:			
	Front Property Line	Rear Property Line	Side Property Line <u>for first floor, or up to</u> <u>16 feet in height</u> <u>above finished grade,</u> <u>whichever is lower</u>	Lake Washington Shoreline
Less than 10,001	25 feet	25 feet	40 <u>15</u> feet	See MMC 16.63.030
From 10,001 to 13,000	26 feet	26 feet		
From 13,001 to 15,000	28 feet	28 feet		
From 15,001 to 20,000	30 feet	30 feet		
Greater than 20,000	30 feet	30 feet	The greater of 40 <u>15</u> feet or 45 <u>20</u> % of the	

			lot width; not to exceed 20 feet	
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Section 3. Section 16.22.040 of the Medina Municipal Code is hereby amended to read as follows:

16.22.040. Protrusions into setback areas.

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

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

- H. Foundation footings where the footing structure does not protrude more than two feet into the setback area and is located entirely below the ground surface.
- I. Improved surface areas for off-street parking provided:
 - 1. The protrusion is limited to the front setback area and a minimum 15-setback is maintained from a front property line; and
 - 2. The parking area is designed in a manner that is clearly distinguishable from the driveway; and
 - 3. The top of the parking surface does not exceed 30 inches above the existing or finished grade, whichever is lower.
- J. A chimney provided:
 - 1. The protrusion is limited to the side setback area and does not exceed more than two feet into the setback area ;
 - 2. The maximum horizontal width of the chimney inside the setback area is five feet.
- K. Accessory structures and outdoor mechanical equipment provided:
 - 1. The protrusion is limited to the rear setback area and a minimum 15-foot setback from the rear property line is maintained; and
 - 2. The highest point of the accessory structure or outdoor mechanical equipment does not exceed eight feet in height above the finished grade; and
 - 3. The accessory structure or outdoor mechanical equipment does not occupy a footprint greater than 100 square feet; and
 - 4. Solid landscape screening pursuant to MMC 16.30.070 is planted that screens the structure or mechanical equipment from adjoining properties; and
 - 5. For outdoor mechanical equipment, the following shall apply:
 - a. An existing unit may be replaced with a new unit in the same location regardless of setback requirements;
 - b. For existing legally nonconforming residences that do not conform to the current side yard setback requirements, a new unit may be installed in the side yard setback provided a minimum ~~five~~ten-foot setback is maintained from the side property line; and
 - 6. All mechanical equipment shall meet the sound requirements set forth in chapter 8.06 MMC.
 - 7. Permanently installed water features and other similar permanently installed sound attenuation devices shall be located such that neighboring properties do not hear them.
- L. Open play structures without roofs or walls provided:
 - 1. The protrusion is limited to rear setback areas and a minimum 10 foot setback from a rear property line is maintained; and

2. The maximum height of the play structure does not exceed ten feet above the finished grade; and
 3. The play structure does not occupy a footprint greater than 100 square feet.
- M. Swimming pools, spas and hot tubs as provided for in MMC 16.34.040.
- N. Raised planting bed boxes, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- O. Low impact development best management practices or treatment best management practices provided:
1. The best management practice shall be designed, constructed, and maintained in accordance with the stormwater manual adopted under MMC 13.06.020.
 2. Best management practices, including associated vegetation, shall be located entirely on private property.
 3. The maximum height of any structural element associated with the best management practice shall not exceed 30 inches above the existing or finished grade, whichever grade is lower.
 4. The best management practice shall be designed to manage or treat stormwater runoff solely from the building site and from less than 5,000 square feet of impervious surface.
 5. Examples of acceptable best management practices, as those practices are defined in Chapter 16.12 MMC, include but are not limited to the following:
 - a. Rain garden;
 - b. Bioretention;
 - c. Dispersion; and
 - d. Biofiltration treatment.

Section 4. Section 16.23.050 of the Medina Municipal Code is hereby amended to read as follows:

16.23.050. Maximum building and structure height standards.

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

- ~~b. If the lot area is 16,000 square feet or less, the total structural coverage on the lot does not exceed 17½ percent, excluding the structural coverage bonus set forth in MMC 16.23.040.~~

Table 16.23.050(A): Maximum Height Standards

Measurement Points		Zoning/Height Overlay Maximum Height					
		R-16	R-20/R-30	SR-30	N-A	Public	Medina Heights
Original Grade	High Point	25 feet	N/A*	N/A*	None	None	N/A*
	Low Point		25 feet	25 feet			20 feet
Finished Grade	High Point	28 feet	N/A*	N/A*	30 feet	35 feet	N/A*
	Low Point		28 feet	28 feet			23 feet
Eligible for Height Bonus		No	Yes	Yes	No	No	No

*Not applicable.

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

Table 16.23.050(C): Bonus Height Standard

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

~~CD.~~ The methods for measuring the height of buildings and structures are set forth in MMC 16.23.060.

~~DE.~~ Exemptions from maximum height requirements are set forth in MMC 16.23.070.

- F. ~~Eligibility for the bonus height standard in subsection (A)(3) of this section shall not apply where the total structural coverage on the lot exceeds 13 percent, excluding structural coverage that qualifies for the bonus under MMC 16.23.040.~~

Section 5. Subsections C and D of Section 16.23.060 of the Medina Municipal Code are hereby amended to read as follows:

16.23.060. Measuring building and structure height.

* * * * *

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

* * * * *

- D. ~~Where the bonus height standards in Table 16.23.050(C) are used, height shall be measured as shown in Figure 16.23.060(D) and as set forth in the following procedures:~~
- ~~1. The original grade shall be established as set forth in MMC 16.23.080;~~
 - ~~2. The base elevation for measuring height shall be taken at four points where the outside of the exterior walls/sides of the building or structure intersect the following:~~
 - ~~a. The lowest point of the original grade;~~
 - ~~b. The highest point of the original grade;~~
 - ~~c. The lowest point of finished grade; and~~
 - ~~d. The highest point of finished grade;~~
 - ~~3. Starting at the four base elevation points ascertained under subsection (D)(2) of this section, a vertical line shall be extended by the distance of the applicable maximum height prescribed in Table 16.23.050(C);~~
 - ~~4. The grade (original or finished) and corresponding vertical line established under subsection (D)(3) of this section that has the lower upper elevation (measured from a zero-elevation surface) shall be used to measure maximum height;~~
 - ~~5. Maximum height shall be a horizontal plane intersecting the upper elevation of the vertical line established in subsection (D)(4) of this section for measuring maximum height and shall be perpendicular to the same vertical line as shown in Figure 16.23.060(D);~~
 - ~~6. The maximum height envelope shall be the area between the applicable grade (original or finished) and the horizontal height plane established in this section and shown in Figure 16.23.060(C);~~

- ~~7. No part of the building or structure, including roof lines, shall protrude above the maximum height envelope, except as allowed otherwise by law;~~
- ~~8. See subsection (E) of this section for establishing the height plane parameter and subsection (G) of this section for height calculation exemptions.~~

Figure 16.23.060(D): Bonus Height Measurements

IMAGE IS DELETED

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Section 7. Section 16.44.040 of the Medina Municipal Code is hereby amended to read as follows:

16.44.040. Minimum maintenance standards for vacant residences.

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

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

Section 8. Subsection “A” of Section 16.22.020 of the Medina Municipal Code is hereby amended to read as follows:

16.22.020. - Lot development standards.

A. The pertinent requirements for minimum net lot area, minimum lot width, and minimum street frontage applicable to each lot is determined by the zoning district in which the lot is located and the corresponding standards in Table 16.22.020.

Table 16.22.020: Lot Development Standards

Zoning District	Minimum Net Lot Area	Minimum Lot Width	Minimum Street Frontage
R-16	16,000 sq. ft.	70 90 ft.	70 90 ft.
R-20	20,000 sq. ft.	70 90 ft.	70 90 ft.
R-30	30,000 sq. ft.	90 ft.	90 ft.
SR-30	30,000 sq. ft.	90 ft.	90 ft.
N-A	16,500 sq. ft.	135 ft.	135 ft.
Public	None	None	None

* * * * *

Section 9. Definitions of “Arborist, certified” and “Arborist, city” are hereby added to Section 16.12.020 to read as follows:

16.12.020. – “A” definitions.

* * * * *

Arborist, certified means a specialist in the care and maintenance of trees who is certified by the International Society of Arboriculture (ISA).

Arborist, city means a certified arborist appointed by the city manager or designee. The city arborist is responsible for evaluating trees according to the International Society of Arboriculture in evaluating hazardous trees in urban areas.

* * * * *

Section 10. The definition of “Horticulturist, certified” is hereby added to Section 16.12.090 to read as follows:

16.12.090. – “H” definitions.

* * * * *

Horticulturist, certified means a specialist in plant cultivation who is either a Certified Professional Horticulturist (CPH) or a Certified Horticulturist (CH) as designated by the American Society for Horticulture Science.

* * * * *

Section 10. The definitions of “Reconstruction” and “Replacement cost” in Section 16.12.190 of the Medina Municipal Code are hereby to read as follows:

16.12.190. - "R" definitions.

* * * * *

Reconstruction means to undertake construction within and/or upon an existing structure which has a valid construction permit with fair-market construction costs greater than 60 percent of the replacement cost of the existing structure being enlarged, extended, repaired, remodeled, or structurally altered. All project phases necessary to result in a habitable building must be included. The calculation for fair market construction costs shall include all costs of construction associated with the structure for a period beginning on the date of permit issuance and ending 18 months after the date the permit is finalized by the city. Construction costs shall be based on the greater of bid cost or the adopted valuation table for new square footage.

* * * * *

Replacement cost means the square footage of the structure multiplied by local building costs per square foot for the type of structure, or a similar method of calculation means the total cost of design and construction to replace an existing structure.

* * * * *

Section 110. The definition of “Story, upper” is hereby added to Section 16.12.200 to read as follows:

16.12.200. – “S” definitions.

* * * * *

Story, upper means any floor, story, or space located above the ground floor, whether that ground floor is characterized as a daylight basement, main floor, or otherwise. On sloping lots, the upper story shall be determined based on its position in relation to the ground elevation where the structure is developed along the sloping lot as would satisfy a reasonable person to be the upper story.

* * * * *

Section 124. A new subsection “3” is hereby added to Section 16.30.070.B of the Medina Municipal Code to read as follows:

16.30.070. Landscape screening.

* * * * *

B. Landscape screening – Types and description.

* * * * *

3. Privacy landscape screening.

- a. Privacy landscape screening is a screen of landscaped vegetative species known for their ability to grow expeditiously and function as a visual barrier.
- b. Where privacy landscape screening is required, the following shall apply:
 - i. Shrub and tree species shall consist of a mixture of species sourced from the Medina Privacy Landscape Species list on file with the Development Services Department, unless the city approves the use of an unlisted species. The Director has the authority to update the Medina Privacy Landscape Species list from time to time by providing a copy to the City Clerk and posting it on the City’s website.
 - ii. The selected species shall be planted to provide solid year-round sight-obscuring screening from the ground up.
 - iii. Shrubs and trees shall be a minimum of six feet in height at the time of planting. The City may require shrubs or trees to exceed six feet in height at the time of planting if the Director determines the additional height is needed to satisfy MMC 16.71.010(F).
 - iv. Shrubs and trees shall be planted having a planting pattern of at least three feet in width.
 - v. Where practical, existing mature vegetation should be incorporated into the screen.

* * * * *

Section 132. Section 16.71.010 of the Medina Municipal Code is hereby amended to read as follows:

16.71.010. Minor deviation.

A. *Purpose.* The purpose of a minor deviation is:

1. To allow for minor departures from numeric development standards for ~~remodeling~~ alteration projects; and
 2. To allow flexibility in design while preserving legally established nonconforming conditions with respect to setback requirements and maximum building heights; and-
 3. To allow departures from minimum side yard setback and maximum building height standards for development projects, including new development, alterations, additions, substantial destruction, or ~~substantial~~ reconstruction.
- B. *Applicant.* Any owner may submit an application for a minor deviation.
- C. *Procedures.* Minor deviations are processed as a Type 2 decision pursuant to the review procedures set forth in Chapter 16.80 MMC.
- D. *Applicability.* A minor deviation may be approved for the following:
1. Departures by five percent or less from any numeric development standard for alteration projects provided:
 - a. If the numeric development standard is expressed as a percentage, the five percent is calculated as the numeric percentage multiplied by 1.05; and
 - b. Requests for departures may include qualifying conditions such as structural coverage bonuses and height bonuses; and
 - c. The structure would not experience substantial destruction as defined by MMC 16.12.200.
 2. Departures from building height and zoning setback standards to allow a building addition to match an existing nonconforming building height or setback that was legally established provided:
 - a. Matching a legal nonconforming building height means a building addition extending above the maximum zoning height applicable to the building, but the highest point of the addition does not exceed the highest point of the roof of the existing building; or
 - b. Matching a legal nonconforming zoning setback means a building addition extending into the setback area, but the addition does not extend closer to the property line than the closest point of the existing building, excluding gutters; and
 - c. The total above-ground bulk of the building located within the legally nonconforming height or setback envelope does not occupy more than 60 percent of the maximum possible above-ground bulk that could otherwise be built within the legal nonconforming building height or setback envelope with approval of a minor deviation; and
 - d. The structure would not experience substantial destruction as defined by MMC 16.12.200.

3. Departures from building height and side setback zoning standards to allow any project to develop against the alternative building height and side setback standards set forth in this section provided:
- All other numeric development standards applicable to the project are adhered to; and
 - The project includes mitigation measures that will offset any material detriment to the public welfare, or any injury to property or improvements in the vicinity and zone in which the subject property is located, or any substantial reduction in the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code.
 - Development proposed under this subsection may depart from side yard setback zoning standards and may develop against the following alternative side yard setback standards:

<u>Square Footage of the Lot Area</u>	<u>Minimum Setback from the:</u> <u>Side Property Line</u>
<u>Less than 10,001</u>	<u>10 feet</u>
<u>From 10,001 to 13,000</u>	
<u>From 13,001 to 15,000</u>	
<u>From 15,001 to 20,000</u>	
<u>Greater than 20,000</u>	<u>The greater of 10 feet or 15% of the lot width; not to exceed 20 feet</u>

1. Protrusions in setback areas shall otherwise comply with MMC 16.22.040.

- d. Development proposed under this subsection in the R-20, R-30, or SR-30 zones may depart from maximum building height standards and may develop against the following alternative bonus height standards, provided the total structural coverage on the lot does not exceed 13 percent, excluding structural coverage that qualifies for the bonus under MMC 16.23.040:

<u>Measuring Points</u>	<u>Maximum Height</u>	
<u>Original Grade</u>	<u>High Point</u>	<u>30 feet</u>
	<u>Low Point</u>	<u>36 feet</u>

<u>Finished Grade</u>	<u>High Point</u>	<u>30 feet</u>
	<u>Low Point</u>	<u>36 feet</u>

1. The methods for measuring the height of buildings and structures proposed under this subsection are set forth in section (I) of this section.
2. Development in the R-16, N-A, and Public zones, and development in Medina Heights may not be built against the alternative building height standards set forth in this subsection.

E. *Limitations.* A minor deviation shall not be approved for the following:

- ~~1. Where the structure experienced substantial destruction as defined by MMC 16.12.200.~~
- 1.2. Where the request is to obtain final approval of a structure that compliance with the numeric development standard was represented in the building permit application, but subsequent construction is noncompliant; or
- 2.3. Where the project consists of a building alteration or improvement that was completed at any time within the previous five years.

F. *Criteria for approval.* The decision authority may approve a minor deviation only if all of the following criteria are satisfied:

1. The minor deviation does not constitute a granting of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located; and
2. The granting of such minor deviation will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
3. The proposed development will not substantially reduce the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code; and
4. For departures set forth in subsection (D)(1) of this section, the minor deviation is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located.

G. *Conditions of approval.* The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved. Specific to a decision to approve a minor deviation under subsection (D)(3) of this section, the decision authority may apply any or all of the following conditions of approval as necessary to safeguard the public health, general welfare, and safety, to prevent material

detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved:

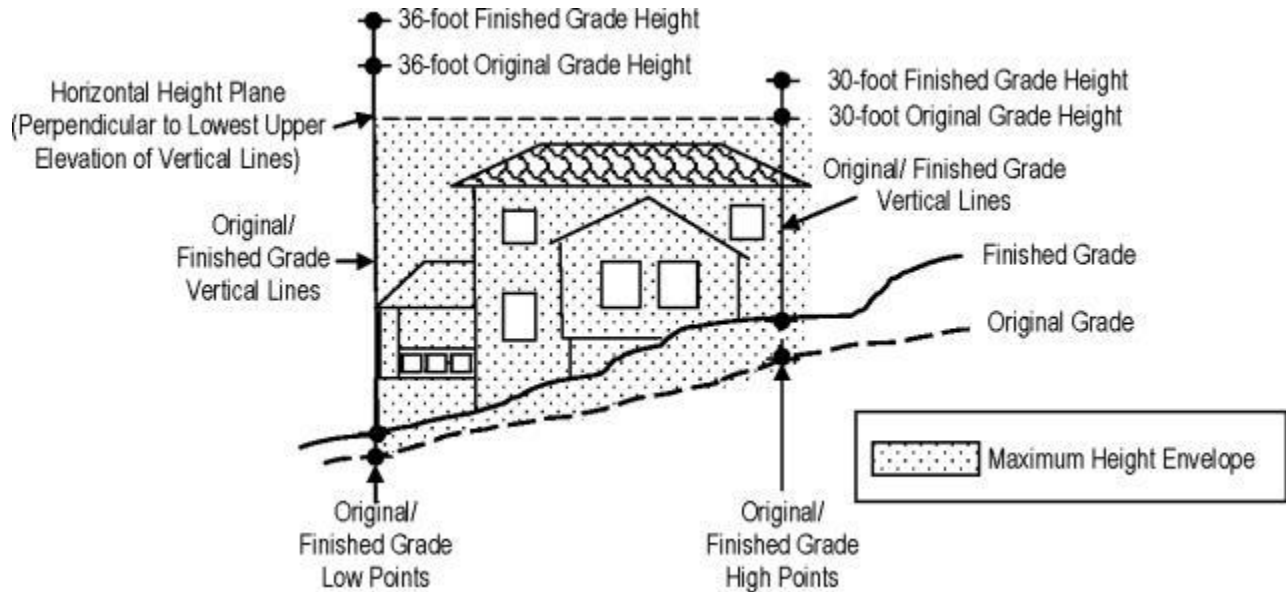
1. A privacy landscape screen pursuant to MMC 16.30.070(B)(3) shall be installed along the perimeter of the lot from which the structure is set back against the alternative side yard setback standards set forth in subsection (D)(3)(c) of this section. A maintenance covenant shall be recorded against the property that commits to maintaining the privacy landscape screen in a manner that complies with MMC 16.30.070(B)(3) and upkeep the landscape screen so as not to encroach adjoining properties. The maintenance covenant shall run with the land in perpetuity;
 - a. Where a privacy landscape screen is required, a landscape plan shall be submitted to the city demonstrating consistency with MMC 16.30.070(B)(3). The landscape plan shall include provisions for maintenance and irrigation of the landscape screen, and shall include planting best management practices that will guide installation of the privacy landscape screen. Should the landscape plan include shrubs or trees installed in excess of six feet in height at the time of planting, a certified arborist or certified horticulturist shall select the landscape species and shall observe their installation to ensure planting best management practices are adhered to. The landscape plan shall be reviewed and approved by the city prior to development activity.
2. ~~Upper story glazing shall may~~ be limited, including, but not limited to, establishing to a maximum glazing area of 20 percent of any upper story elevation facing side property lines when the alternative side setback standards set forth in subsection (D)(3)(c) of this section are built against, unless additional glazing is required to comply with locally adopted building codes;
3. Decks or verandas which exceed 30 inches in height above the existing or finished grade, whichever grade is lower, are limited to an area of no more than 100 square feet when any portion of the deck or veranda is developed within the alternative side setback standards set forth in subsection (D)(3)(c) of this section;
4. All lighting shall comply with MMC Chapter 16.25 and with MMC 16.44.040; and
5. Additional mitigation measures may be required such as, but not limited to, increased screening, required fencing, altered location, reducing the scale of the structure, etc., to minimize any negative impacts generated by approving the minor deviation for the structure.

H. *Lapse of approval.*

1. An approved minor deviation shall expire after one year from the later date of the decision being issued or an appeal becoming final unless a complete building permit application is submitted; and
2. Expiration of the minor deviation is automatic and notice is not required; and

3. The director may grant a single six-month extension if the applicant makes such a request in writing prior to the expiration date and can show good cause for granting the extension.
- I. Bonus height standards. Where the bonus height standards in subsection (D)(3)(d) of this section are used, height shall be measured as shown in Figure 16.71.010(A) and as set forth in the following procedures:
1. The original grade shall be established as set forth in MMC 16.23.080;
 2. The base elevation for measuring height shall be taken at four points where the outside of the exterior walls/sides of the building or structure intersect the following:
 - a. The lowest point of the original grade;
 - b. The highest point of the original grade;
 - c. The lowest point of finished grade; and
 - d. The highest point of finished grade;
 3. Starting at the four base elevation points ascertained under subsection (2) of this subsection, a vertical line shall be extended by the distance of the applicable maximum height prescribed in Table 16.23.050(C);
 4. The grade (original or finished) and corresponding vertical line established under subsection (3) of this section that has the lower upper elevation (measured from a zero-elevation surface) shall be used to measure maximum height;
 5. Maximum height shall be a horizontal plane intersecting the upper elevation of the vertical line established in subsection (4) of this section for measuring maximum height and shall be perpendicular to the same vertical line as shown in Figure 16.71.010(A);
 6. The maximum height envelope shall be the area between the applicable grade (original or finished) and the horizontal height plane established in this section and shown in Figure 16.71.010(A);
 7. No part of the building or structure, including roof lines, shall protrude above the maximum height envelope, except as allowed otherwise by law;
 8. See MMC 16.23.060(E) for establishing the height plane parameter and MMC 16.23.060(G) for height calculation exemptions.

Figure 16.71.010(A): Alternative Bonus Height Measurements



Section 143. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 154. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 165. Corrections. Upon the approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 176. Repeal of Interim Official Control. The Interim Official Control which was imposed under Ordinance No. 1052 and extended under Ordinance Nos. 1059 is hereby terminated upon the effective date of this Ordinance.

Section 18. Effective Date. This Ordinance shall be effective five days after publication as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE ____ DAY
OF _____, 2026 BY A VOTE OF **x** FOR, **x** AGAINST, AND **x** ABSTAINING, AND
IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE ____ DAY OF _____,
2026.**

Jessica Rossman, Mayor

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

Attest:

Jennifer S. Robertson, City Attorney

Dawn Nations, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: / AB



CITY OF MEDINA

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

After recording return to:

City of Medina
501 Evergreen Point Road
Medina WA 98039

Document Title	Landscape Improvement Maintenance Agreement Restrictive Covenant
Permit Number	
Grantor	
Grantee	City of Medina, a Washington municipal corporation
Address	
Abbreviated Legal Description	
Tax Parcel Number	
Full Legal Description	See <u>Exhibit A</u>



CITY OF MEDINA

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

CITY OF MEDINA LANDSCAPE IMPROVEMENT MAINTENANCE AGREEMENT RESTRICTIVE COVENANT (individual form)

THIS LANDSCAPE IMPROVEMENT MAINTENANCE AGREEMENT RESTRICTIVE COVENANT is made this ____ day of _____, 20____, by _____ (“Grantor”) and the City of Medina, a Washington municipal corporation (“Grantee”).

RECITALS:

- A. Grantor is the owner of certain real property in the City of Medina, Washington, described as set forth in **Exhibit “A”** and referred to in this Agreement as the “Property”. Grantor desires to construct a development on said Property, which development located at _____ (Parcel No. _____).
- B. As part of developing the Property, Grantor requested a Minor Deviation under Section 16.71.010 of the Medina Municipal Code (“MMC”) under Permit No. _____ from the Grantee. A condition of approval of the Minor Deviation required Grantor to install certain landscaping improvements which are required to be maintained in perpetuity.
- C. In order to ensure that Grantor and successors will continue to maintain the landscape improvements, Grantor agrees to execute and record this restrictive covenant.

COVENANT AGREEMENT:

Grantor and Grantee hereby covenant and agree as follows:

1.0 Construction and Installation of Landscape Improvements.

1.1 In connection with Grantor’s proposed development of the Property, Grantee has required and Grantor has agreed to construct Landscape Improvements on Grantor’s Property, including trees, shrubs, and irrigation (“Improvements”). These Improvements are described and shown on a recordable landscape plan prepared by a qualified professional of _____ approved by the City on _____,

20____, and as conditioned under Permit No. _____. The landscape plan is attached to this Agreement as Exhibit B.

1.2 As a condition of project approval, Grantor has agreed to enter into this Agreement to ensure that the landscape Improvements are installed and maintained in accordance with the landscape plan and approved permit documents, including conditions of the Minor Deviation approval.

2.0 Maintenance.

Grantor, its heirs, successors or assigns agree to maintain the Improvements in perpetuity. This maintenance obligation includes watering the Improvements until well-established, and as needed thereafter, and replacing any Improvements that may die or fail over time. Maintenance obligations also include pruning the vegetation consistent with best practices for the health of the plants, to maintain a minimum separation of 30-inches between any dwelling unit and the Improvements for emergency ingress and egress, and to ensure the vegetation does not encroach onto the neighboring property. ~~Grantor, its heirs, successors or assigns agree to maintain the Improvements such that the height does not exceed 28 feet or the maximum allowed height of a building on the subject site, whichever is less.~~

3.0 No Removal.

No part of the Improvements shall be altered or removed except as necessary for maintenance, repair or replacement, except as may be agreed to in writing by the parties. The Grantor will notify the Grantee prior to any vegetation alterations, removals or replacements.

4.0 Failure to Maintain.

If Grantor fails to adequately maintain or repair the Improvements, Grantee shall provide Grantor with oral or written notice of such failure to adequately maintain or replace the Improvements. Following receipt of such notice, Grantee shall provide Grantor with a reasonable opportunity to adequately repair the Improvements. In the event Grantor fails to repair or replace the Improvements within a reasonable time after notice (no later than the next planting season), then Grantee shall have the right to commence code enforcement against Grantor using the procedures found in Chapter 1.15 MMC, including the authority to levy daily civil penalties in the amounts set forth in Chapter 1.15 MMC, and record Final Notices with the County Recorder's Office. If Grantee is required to bring action to enforce this Covenant Agreement, whether using

Chapter 1.15 MMC or by another mechanism, Grantee shall also recover its reasonable attorneys' fees and costs, together with interest at the rate of twelve percent (12%) per annum on any unpaid daily penalties.

5.0 Enforcement.

This Covenant Agreement may be enforced by Grantee in law or equity against the Grantor, its heirs, successors, and assigns, including use of the code enforcement procedures contained in Chapter 1.15 MMC.

6.0 Successors and Assigns.

These obligations shall run with the Property and be binding upon the Grantor, its heirs, successors, and assigns.

7.0 Effective Date.

This Covenant Agreement is effective on the date first written above.

Grantor:

Grantee:

CITY OF MEDINA

(signature)

(signature)

Print name: _____

Print name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

NOTARY BLOCK GRANTOR

STATE OF WASHINGTON)
)ss
COUNTY OF _____)

I certify that I know of have satisfactory evidence that [REDACTED] (Grantor) is the person who appeared before me, and said person acknowledged that he/she signed this instrument as the free and voluntary act and deed for the uses and purposes mentioned in the instrument.

DATED: _____

Print name:

NOTARY PUBLIC

My commission expires: _____

NOTARY BLOCK MEDINA

[illegible]

I certify that I know or have satisfactory evidence that _____
(Grantee) is the person who appeared before me, and said person acknowledged that he/she
signed this instrument, on oath stated the he/she was authorized to execute the instrument and
acknowledged it as the _____
(title) of CITY OF MEDINA, to be the free and voluntary act of such party for the uses and
purposes mentioned in the instrument.

DATED: _____

Print name: _____

NOTARY PUBLIC

My commission expires: _____

Exhibit A

Legal Description of Grantor's Property

Exhibit B

Landscape Plan for Improvements



DEVELOPMENT SERVICES

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

INSTRUCTIONS FOR A MINOR DEVIATION

This application may be submitted for the following:

- Departures from any numeric development standard of five percent or less for a remodeling project
- A new addition that matches the existing nonconforming building height
- A new addition that matches an existing nonconforming zoning setback

General Information

- A complete application is required at the time of submittal. Please answer all of the criteria questions clearly and completely.
- The City's application form must be used, however, the project narrative and answers to the criteria questions shall be submitted on a separate document. The project narrative and address of the approved criteria should describe the project's approach to satisfying all approval criteria , including any mitigation proposed.
- On at least one page of the required drawings, please clearly identify or highlight the area that the minor deviation is being requested for.
- A Notice of Complete Application or Notice of Incomplete Application will be issued within twenty-eight (28) days of submittal.

Requirements

I. APPLICATION

- The following documents are required at the time of submittal, unless otherwise indicated. While final construction drawings are not required for a minor deviation application, all submitted plans, elevations, etc. must be of sufficient detail to clearly show the nature and extent of the proposal and its relationship to other site or project features. A complete application will include:
 - Completed Minor Deviation Checklist, Minor Deviation Application and Declaration of Agency form
 - Proof of ownership (copy of deed)
 - Site Plan with the following:
 - Scale and north arrow
 - Property lines including corner stakes
 - Lot dimensions
 - Proposed location of new structure(s) or addition(s)
 - Dimensions of existing and new structures
 - Setback dimensions from property lines
 - All public/private roads
 - All easements
 - All other structures on the property
 - Significant natural features
 - Structural calculations, including maximum structural coverage and impervious surface

- I. Approximate location of structures on abutting properties with distances delineated
- 4. A set of drawings that contain the following:
 - a. Schematic building plans and elevations
 - b. Building height with site sections
 - c. Topography at 5' contour intervals
 - d. Proposed landscaping and existing vegetation and trees
 - e. Area of future development (if any)
 - f. Other site or public improvements/information (if any)
- B. A word document formatted to Avery address labels containing the names of property owners and their mailing addresses for all properties within 300 feet or three (3) parcels depth, whichever distance is greater but not to exceed 1,000 feet. See mailing labels information bulletin for further information.
 - 1. A vicinity map showing the site with the 300' or three (3) parcels depth minimum buffer of property owners who will be notified of the application must also be included.
- C. Any other perspective drawings, renderings, studies, or information the applicant feels is relevant to support the minor deviation request.

Procedure

II. MINOR DEVIATION PROCESS

- A. Please submit the items listed above and any other information which may be required by the City at the time the application is filed.
- B. **MODIFICATIONS**: Changes to an application that has already been submitted and noticed to surrounding property owners may trigger the application to be re-noticed.
- C. Following receipt of the minor deviation application, the City will review the application for completeness and either issue a Notice of Application which includes a public commenting period outlined in MMC 16.80.110(B)(7) or a Notice of Incomplete Application, listing the additional required documentation. Any comments that are received by the public will be forwarded to the applicant for response.
- D. A staff report of the findings and decision shall be issued that includes: 1) A statement granting, granting with conditions, or denying the minor deviation 2) A statement of the required findings and 3) A statement advising the applicant of the right to appeal the Director or Designee's decision to the Hearing Examiner within fourteen (14) days of the decision being issued. The decision and findings shall be mailed to the applicant and to all parties of record.

III. CRITERIA FOR APPROVAL

- A. Before a minor deviation may be granted, the Director or Designee shall find that all of the following conditions exist:
 - 1. The minor deviation does not constitute a granting of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located; and

2. The granting of such minor deviation will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated; and
 3. The proposed development will not substantially reduce the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code; and
 4. The minor deviation is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located.
- B. CONDITIONS: Any minor deviation may be granted subject to such conditions as necessary to safeguard the public health, general welfare and safety, to help prevent material detriment to property in the vicinity, and to help ensure that the privacy of adjoining properties is preserved.

IV. APPEALS

- A. Appeals shall be in writing to the Hearing Examiner, including specific objections with the Director or Designee's decision or findings. Appeals may be submitted by the applicant or by a person adversely affected by the decision. Appeals must be filed with the City Clerk within fourteen (14) days of the issuance of the decision and findings. Appeals shall be heard by the Hearing Examiner at an open record hearing. Notice of hearing shall be given as outlined in MMC 16.80.120. Notice shall also be given to all persons who submitted comments to the Director or Designee.
- B. After denial of a minor deviation has become final, no further application for the same minor deviation may be filed unless the project has been redesigned to eliminate the Director or Designee's objections to the proposal. The redesigned proposal will require a completely new application process.
- C. The decision of the Hearing Examiner will be issued to City staff ten (10) working days from the public hearing. The decision is effective upon the date of decision. Notices of Decision will be mailed to applicants and other interested parties as soon as possible.

V. EXPIRATION

- A. An approved minor deviation shall expire after one year from the later date of the decision being issued or an appeal becoming final unless a complete building permit application is submitted; and
- B. Expiration of the minor deviation is automatic, and notice is not required; and
- C. The director may grant a single six-month extension if the applicant makes such a request in writing prior to the expiration date and can show good cause for granting the extension.



DEVELOPMENT
SERVICES

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

MINOR DEVIATION CHECKLIST

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

COMPLETE APPLICATION

☐	Minor Deviation Checklist
	Complete Minor Deviation Application: ☐ Application form ☐ Signature of applicant/agent ☐ All questions answered in full
☐	Declaration of Agency form
☐	Proof of Ownership (copy of deed)
☐	Site Plan with required information
☐	Building plans, elevations, and/or sections with area of minor deviation highlighted
☐	Documentation of Original Grade (if applicable)
	Mailing labels – Word doc formatted to Avery address labels ☐ Mailing labels containing the names of property owners and their mailing addresses for all properties within 300 feet <u>or</u> three (3) parcels depth, whichever distance is greater but not to exceed 1,000 feet. ☐ Vicinity map showing the site with the 300' or three (3) parcels depth minimum buffer of property owners who will be notified of the application.
☐	Perspective drawings, renderings, studies or additional supporting information (if applicable)



**DEVELOPMENT
SERVICES**

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

MINOR DEVIATION APPLICATION

Complete this form for the following:

- Departures from any numeric development standard of five percent or less for a remodeling project
- Matching an existing nonconforming building height
- Matching an existing nonconforming zoning setback
- Departures from minimum side yard setback for development projects

General Information

Owner Name:

Property Address:

Legal Description:

Tax Parcel Number:

Agent / Primary Contact

Contact Person:

Email:

Contact Phone:

Alternative Phone:

Mailing Address:

City:

State:

Zip:

Property Information

Lot Size:

Purpose of Minor Deviation (Check All that Apply):

- ☐ Request is for relief from a numeric development standard
- ☐ Request is to match an existing nonconforming height
- ☐ Request is to match an existing nonconforming setback
- ☐ Request is to depart from minimum side yard setback

Critical area(s) located on the property (Ch. 16.50 MMC)?

☐ YES ☐ NO

List known variances or minor deviations previously approved for this property:

Please provide a complete description of the proposed project (attach additional pages if necessary):

Approval Criteria

The following is a list of the approval criteria. Please respond to each item by providing as much detailed information as possible to support your request. Attach more pages if necessary.

1. The minor deviation does not constitute a granting of special privilege inconsistent with the limitation upon uses of other properties in the vicinity and zone in which the subject property is located.
2. The granting of such minor deviation will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity and zone in which the subject property is situated.
3. The proposed development will not substantially reduce the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code.

Approval Criteria (continued)

4. For departures set forth in subsection MMC 16.71.010(D)(1), the minor deviation is necessary, because of special circumstances relating to the size, shape, topography, location or surroundings of the subject property, to provide it with use rights and privileges permitted to other properties in the vicinity and in the zone in which the subject property is located.

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.

Signature _____ Owner ☐ Agent ☐ Date _____

Signature _____ Owner ☐ Agent ☐ Date _____

From: abjack5@comcast.net
To: PlanningCommission@Medina-WA.gov; [Council](#)
Subject: Bulky House Ordinance
Date: Tuesday, April 21, 2026 1:48:16 PM

Dear Medina City Council and Planning Commission Members,

I am a 30-year resident of Medina. I am deeply saddened by the prevalence of lots being cleared to enable the construction of large boxy homes that cover the entire buildable lot. My understanding is that Ordinance 1052 was approved to provide the planning commission time to study ways to mitigate the unintended negative consequences of the bulky structures on *existing* residents *and* the overall character of our community. I strongly support this ordinance's goal because without it, the rural character, charm, mature landscaping, tree canopy and resident's privacy, all part of Medina's comp plan, are in jeopardy.

I spoke at the Bulky House Public Hearing on April 13. During that time, I had the opportunity to listen to the architects, developers, contractors and a couple of residents who spoke against Ordinance 1052 because it impacted development projects they are actively pursuing. Many of them discussed the "unintended consequences" of this ordinance. I can certainly appreciate the frustration of residents who have already purchased property or were about to submit for permitting based on the old code. They have made decisions and investments in their projects based on those codes. I wonder if it's possible to modify the ordinance for homeowners who purchased property before the ordinance date and submit their building permit by a certain future date, to be allowed to use the old setback measurements. This could be a fair compromise.

There are also very real negative unintended consequences of these developments on neighbors and community, especially on narrow lots where the houses are very close together. It is not just the sheer height and bulk of the developments, but also the removal of most of the mature plantings that results in an ongoing loss of privacy and sunlight, increased noise and nighttime light, reduced greenery and tree canopy throughout the community and no remaining plants/trees large enough near the home to give it visual scale. New small plantings will likely take 20 plus years to replace what was lost or even begin to shield these tall flat roofed structures. This devalues the neighbor's property, significantly impacts their privacy, quality of life, and often requires the neighbors to have to invest in home and landscaping modifications to try and mitigate or recapture (if they even can) some of the privacy, quiet and natural beauty they have lost.

During the last five years, four neighboring properties around us have been redeveloped. The lots are all narrow and just about 20,000 sq feet. They were well treed lots. All were pretty much cleared during development. That's about 2 acres of tree canopy completely gone. The result is 4 very large boxy homes with minimal new landscaping. At night, their lights shine directly into our living spaces, where previously we had none. They look right into our

windows day and night. Fortunately, we have one large hedge that screens part of our house from the development next door. But the new home rises above that hedge, blocking sunlight. Their windows look right into our bedroom, bathroom and into our once private and serene breakfast nook and kitchen. We used to see the greenery of our hedge and blue sky or stars above. Now we still see hedge, but above it is the long, flat side of what will look like an office building. Fortunately, a small section of the neighbor's hedge was retained in response to our insistence, but the remainder of the property line will be completely cleared, making our outdoor living space a fishbowl.

When we first met our new neighbor to discuss their plans, they shared with us that every architect and contractor they spoke with told them that they needed to maximize the size of their house to balance Medina's high land prices. That became their goal and is likely the goal of most developers. This theme drives the trend to build the biggest house possible on the lot, which unfortunately has the biggest impact on existing neighbors, mature landscape and large trees. The current tree code, which allows for the removal of significant trees in the buildable envelope without mitigation, contributes to this problem.

Ordinance 1052 is a step in the right direction. Eliminating bonus height, requiring landscape buffers between homes and managing noise and light would help. The setback issue is tricky, especially on the narrow lots. Perhaps design standards requiring some sort of exterior wall modulation or architectural elements would be more palatable than reduced setbacks and the wedding cake design on these narrower lots. Here are some additional ideas for consideration:

- *Develop design standards

- *Incentivize retention of existing mature hedges rather than planting new ones that will take years to provide meaningful privacy and noise insulation.

- *Require new hedges to be a *minimum* of 6-8' height.

- *Require roots of neighbor's hedges along the property line (not just trees) be protected during construction. Our neighbor excavated 10+ feet right at the property line, sheering off the roots of our hedge and mature plantings which have remained exposed all winter. We hope they survive!

- I *Incentivize retention of large mature trees and landscaping on development sites, particularly along the property lines.

- *Add and enforce meaningful penalties for violation of tree code.

Thank you for considering this important issue and keeping Medina's comprehensive plan goals in the forefront. Many of us moved here because of the character of this community. It

would be a shame to lose it.

Sincerely,

Allyson Jackson

7633 NE 14th Street

Medina, WA 98039



Legend

Shoreline

State Route 520

Lake Washington

Docks

Official Zoning Districts

NA (Neighborhood Auto Servicing)

Public (Parks and Public Spaces)

R-16 (Single Family Residence)

R-20 (Single Family Residence)

R-30 (Single Family Residence)

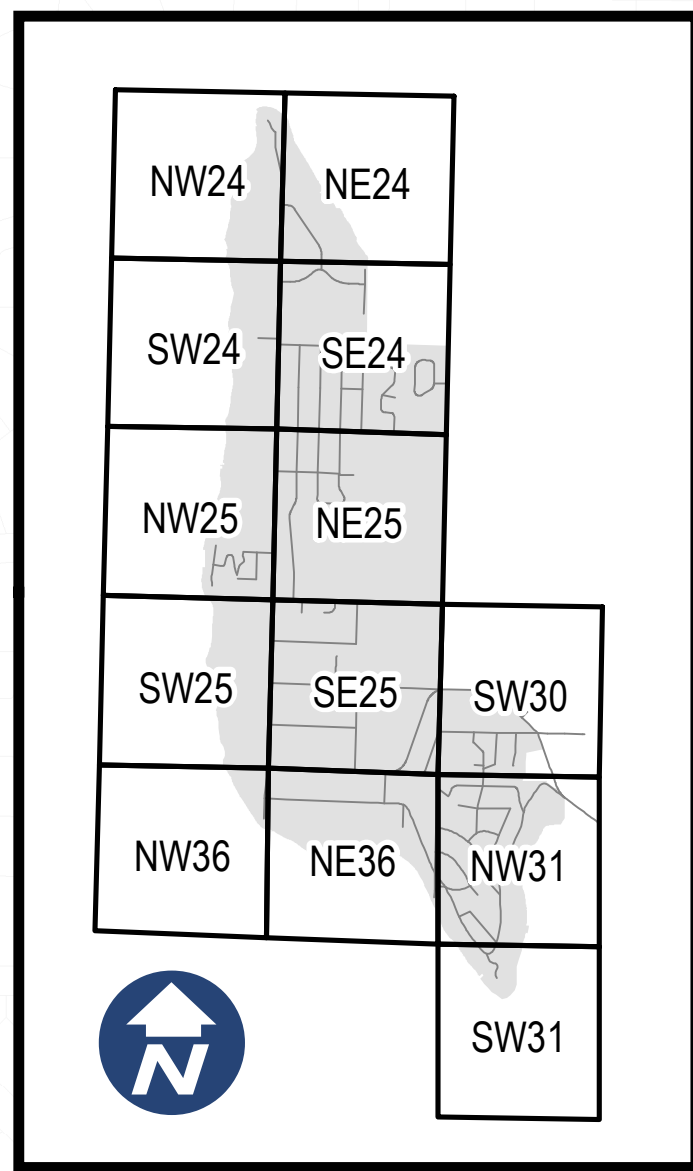
SR-30 (Suburban Gardening Residential)

Zoning Overlay Districts

NCPD (Neighborhood Character Preservation District)

PLUD (Planned Landuse Development)

Locator Map



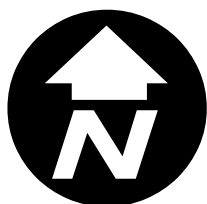
Address & Zoning Designations

This map was produced by the City of Medina GIS. It does not represent survey accurate data. No warranties, of any sort, including accuracy, fitness, or merchantability accompany this product.

Source: King County Open Data GIS

Official Zoning Map

- Ordinance No. 907
- Passed by City Council, 5.12.2014
- Amended by Ordinance No. 961
- Effective Date: 7.9.2018



0 400 800 1,600 Feet
1" = 400'
Original plot size is 24"x42." 1"=400' scale is not accurate at smaller print sizes.



Vicinity Map

