



MEDINA CITY COUNCIL

Monday, May 11, 2026

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 REGULAR MEETING

Hybrid - Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, May 11, 2026 – 6:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

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

CITY MANAGER | Jeff Swanson

CITY ATTORNEY | Jennifer S. Robertson

ACTING CITY CLERK | Dawn Nations

Hybrid Meeting Participation

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation. Medina City Council welcomes and encourages in-person public comments. To participate in person, please fill out a comment card upon arrival at City Hall and turn it in to the City Clerk. To participate online, please register your request with the City Clerk at 425.233.6410 or email dnations@medina-wa.gov 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/82744321998?pwd=oNyGHuaSIKurNS5fXbsbi5pOHT3RYH.1>

Meeting ID: 827 4432 1998

Passcode: 311113

One tap mobile

+12532158782 US (Tacoma)

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

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

2. **APPROVAL OF MEETING AGENDA**

3. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6410 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 on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

4. **COUNCIL VACANCY**

[4.1](#) New Councilmember Appointment

- a) Nominations
- b) Appointment of New Councilmember
- c) Oath of Office

*Council may enter Executive Session under RCW 42.30.110(1)(h)

5. **PRESENTATIONS**

[5.1](#) A Regional Coalition for Housing (ARCH) Presentation by Sophie Glass

Time Estimate: 10 minutes

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

Time Estimate: 10 minutes

6. **CITY MANAGER'S REPORT**

Time Estimate: 30 minutes

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

[6.1a](#) City Manager Monthly Report

[6.1b](#) Police Monthly Report

[6.1c](#) Development Services Monthly Report

[6.1d](#) Finance Monthly Report

[6.1e](#) Central Services Monthly Report

[6.1f](#) Public Works Monthly Report

7. **CONSENT AGENDA**

Time Estimate: 5 minutes

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

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

7.2 Draft City Council Meeting Minutes of:
a) March 9, 2026;
b) March 16, 2026 - Joint Council & Park Board Meeting; and
c) March 23, 2026.
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

7.3 2026 Medina Park North Pond Vegetation Removal - Change order 1
Recommendation: Approve.
Staff Contact: Ryan Osada, Public Works Director

7.4 Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events
Recommendation: Adopt Ordinance No. 1055.
Staff Contact: Jeff Swanson, City Manager

7.5 Surplus Equipment Resolution
Recommendation: Adopt Resolution No. 459
Staff Contact: Ryan Wagner, Finance/HR Director

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

None.

10. **CITY BUSINESS**

None.

11. **COUNCILMEMBER REPORTS AND ROUNDTABLE**

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

12. **PUBLIC COMMENT**

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

13. **ADJOURNMENT**

Next special and regular City Council Meeting: Tuesday, May 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, May 25, 2026 - Memorial Day - City Hall Closed

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

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

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

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

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

Monday, July 13, 2026 - City Council Meeting (5:00 PM)

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

Monday, August 24, 2026 - City Council Meeting (5:00 PM)

Monday, September 14, 2026 - City Council Meeting (5:00 PM)

Monday, September 28, 2026 - City Council Meeting (5:00 PM)

Monday, October 12, 2026 - City Council Meeting (5:00 PM)

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, May 11, 2026, Regular Meeting of the Medina City Council was posted and available for review on Friday, May 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.

Dan Becker

April 9, 2026

Dear Mayor Rossman and City Manager Jeff Swanson

I'm writing to express my interest in the open Medina City Council seat. I understand the role of the Council in working with the City Manager to keep the City vibrant and viable to meet the needs of Medina residents.

I had the honor of sitting on the Medina City Council for 8 years in the late 90's/early 2000. I found it interesting and challenging dealing with a number of controversial issues including the impact of large home construction on neighbors, zoning regulations, keeping a professional and dynamic police department, working with the other communities adjacent to Medina, modification to the tree ordinances, expansion of SR-520 as well as dealing with the on-going budget challenges. With that in mind, I will be able to get up to speed in short order with the Council.

While on the Council I attended many AWC meetings and workshops. In addition to information gleaned from those events I was able to meet with others in the area to learn how to best serve the citizens of Medina.

One issue I understand the City has major concerns about is our aging infrastructure. My wife and I experienced first-hand infrastructure problems when in the Fall of 2023 a Bellevue water main broke in front of our house and flooded our yards and basement causing substantial damage. That line was over 60 years old and rated as high risk. While Bellevue provided a temporary fix, the City of Bellevue has yet to replace the line on NE 28th Street. From a report we received from the City of Bellevue, there are other lines in Medina that are also in need of repair. With my background in design and construction of infrastructure projects throughout western US, I can assist the Council in better understanding those issues in support of our mayor and public works department.

My wife and I have lived in Medina for over 40 years and have seen many changes in those years. We raised our kids and they continue to have fond memories of the City and all that it has to offer.

Prior to retiring a year ago, my career focused on development of public works projects. For over 45 years I worked on the design and construction of public projects throughout the West Coast from Alaska, Washington, Oregon, California, Nevada to Arizona. Those projects included public facilities including the Redmond Senior and Community Center, Husky Stadium, Light Rail through Bellevue, various bridge and road projects, water and

wastewater facilities as well as schools and power projects. I attached a summary of my work experience for your review.

In addition to working on those projects, I recently completed 4 years as a Director and Assistant Treasurer for the American Society of Civil Engineers based in Reston, Virginia. I am still active on a number of national committees and continue to put on seminars and workshops for ASCE.

Thank you for your consideration,

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Becker', followed by a long horizontal line extending to the right.

Dan Becker

Dear Council:

My name is Emmett Doerr and I am a Medina resident applying for the position on Medina's City Council.

I am 46 years old, a father/husband, cyclist, and a technologist at heart. I am neither a lawyer nor a real estate developer. I believe local government should comprise people from a variety of vocations and backgrounds. I have built computer systems at some of the largest tech companies in the world (Microsoft and Meta) and grew and led organizations at multiple Seattle-area startups (Redfin and PayScale). I have two boys at Medina Elementary and a daughter at Chinook Middle School. I would be proud to serve this city and its people, and advocate for maintaining Medina as a wonderful place to live.

My qualifications:

I bring a hands-on understanding of technology, big data, AI and social media. As a council member, I could maintain, improve, and transform our technology infrastructure affordably and in a privacy-centric manner.

I have been a local landlord for over 10 years, renting two homes in the Seattle area, and I also own an Airbnb in Chelan. As a homeowner, former renter, and landlord, I see and understand all participants in this complex industry. Ultimately, I am an advocate for helping people find, build, and maintain affordable housing. I would bring a passionate and nuanced understanding to how we implement Washington State Laws like House Bill 1337 in our community.

As a cyclist, I have advocated for cyclists in the community and actively encouraged residents to ride more for work, errands, school, and play. I have participated in all the major Seattle area rides - from STP to RSVP—and have been both a daily bike commuter and a light rail commuter. I regularly ride my kids to school on my German-built box bike, where they can ride in the front and get a first hand view of the city as we make our way through the park to Medina Elementary. I envision Medina could be the most cyclist-friendly community in Washington. As a driver, I have advocated for slower speed limits and better intersections.

As a runner, I regularly circumnavigate our town on 4-5 mile runs. I envision safer streets for pedestrians, dogs, cyclists, and drivers.

I am a social member of Overlake Golf and Country Club and am their close neighbor. I do not golf and would love to see Overlake make a positive, more active contribution toward community building.

My resume is attached. I look forward to your consideration.

Sincerely,
Emmett Doerr

Dear Members of the Medina City Council,

I am writing to express my interest in being considered for appointment to the Medina City Council.

My wife and I have lived in Medina for the past 25 years, and our families have called this community home for a generation prior. That long-standing connection has given me a deep appreciation for the character, safety, and thoughtful governance that define Medina, as well as a strong sense of responsibility for its future.

Professionally, I bring over two decades of experience in real estate, land use, and complex transaction advisory. As a Managing Broker with Coldwell Banker Global Luxury, and previously as the owner of a Bellevue-based commercial real estate firm, I have worked closely with property owners, investors, and municipalities on matters involving zoning, development, and highest and best use. This experience provides a practical understanding of how policy decisions translate into real-world outcomes for residents and the broader community.

In addition, my role as Head Coach of the Lakeside School varsity tennis team reflects my commitment to accountability, clear communication, and building strong, cohesive teams—values I would bring to public service.

If appointed, I would approach the role with a focus on thoughtful stewardship, sound financial management, and respectful, collaborative decision-making. I am comfortable evaluating complex issues, asking disciplined questions, and contributing to balanced, policy-focused outcomes that serve the long-term interests of the community.

Thank you for your consideration. I would welcome the opportunity to speak with you further.

Sincerely,

David Doud

Hello Council,

I am writing to express my interest in being considered for appointment to the Medina City Council.

As a 28-year Medina resident and former member and vice-chair of the Medina Planning Commission, I have had the opportunity to engage directly in issues that shape our community. That experience gave me a strong appreciation for Medina's thoughtful approach to governance – balancing preservation of neighborhood character with responsible planning and long-term accountability.

Professionally, I bring experience in product leadership, business strategy, and operations within complex organizations. I've recently wrapped up a long career in technology where my work involved evaluating trade-offs, aligning diverse stakeholders, and making data-informed decisions - skills that translate well to municipal governance. I approach decisions collaboratively and pragmatically, with a focus on outcomes, accountability, and long-term impact.

During my time on the Planning Commission, I reviewed land use proposals, collaborated with city staff, and engaged with residents to understand community perspectives. I understand how policy decisions affect both the built environment and the daily lives of residents, and I value a process that is both rigorous and inclusive.

I am particularly interested in contributing to thoughtful financial stewardship, maintaining Medina's unique residential character, and supporting well-reasoned decisions on development and city services.

I care deeply about Medina and would welcome the opportunity to serve the community in this role. I would bring a collaborative approach, sound judgment, and a strong commitment to the City's long-term success.

Thank you for your consideration.

Sincerely,

Jeff Price

2026 Legislative Session Recap for Medina

Presenter: Sophie Glass, ARCH

May 11, 2026

1

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

1A: Provide local revenue options to support affordable housing (such as a graduated local Real Estate Excise Tax)

1B: Encourage state investments and provide funding incentives for local jurisdictions to promote affordable housing (such as expanding the HB 1406 state sales tax credit)

2

ARCH Priority 2: Continue to reduce barriers and support local efforts to build more affordable housing faster

2A: Establish development and tax incentives to support affordable rental and ownership housing on properties owned by religious organizations

2B: Support other policies that expand access to land for a range of affordable housing types (such as surplus property policies)



General Policy Positions

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

CITY COUNCIL

- 2026 Legislative Priorities
- Agendas & Minutes
- Council Finance Committee
- Council Personnel Committee
- Council Priorities

City Council - Legislative Priorities 2026

CONTACT INFORMATION

To email the entire City Council:
Council@medina-wa.gov

Effective, equitable partnership with WSDOT

Medina is a vital gateway connecting Seattle to the Eastside regional economic hub of technology sector, healthcare, and other major employers via the SR520 multimodal transportation system serving transit, cyclists, pedestrians, and cars. Three significant, ongoing, unresolved issues require

The City of Medina endorses the Legislative priorities of:

- ARCH – A Regional Coalition for Housing**
- AWC – The Association of Washington Cities**
- ETP – Eastside Transportation Partnership**
- SCA – Sound Cities Association**

[/ FULL CONTACT DETAILS](#)

UPCOMING EVENTS

- City Council Special Meeting
Council Vacancy Interview
05/11/2026 - 2:00pm
- City Council Regular Meeting
05/11/2026 - 6:00pm
- City Council Retreat

Balancing the impact of legislative policy goals on cities

In recent sessions, the Legislature has advanced and initiatives on statewide priorities such as housing, affordability, and environmental protection. However, cities face growing challenges as these policies are developed and implemented in isolation – along with other unfunded mandates – which require equal consideration of multiple conflicting impacts.

- Address housing affordability while State agencies raise regulatory thresholds on wastewater treatment, increasing financial burdens on utility rate payers.

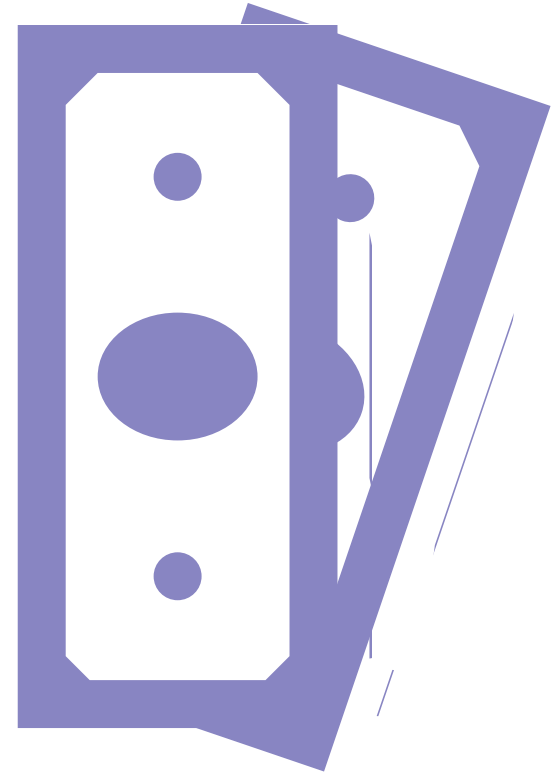
Thank you!



Policy

2026 Legislative Priority #1A

1A: Provide local revenue options to support affordable housing (such as a graduated local Real Estate Excise Tax)



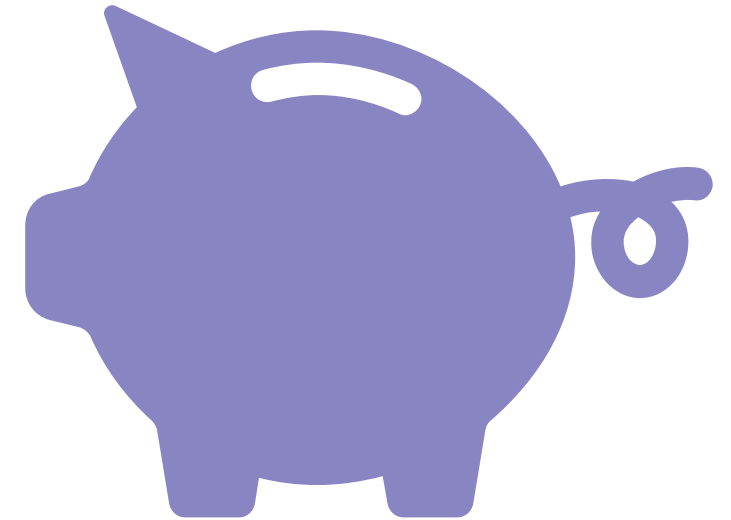
2026 Legislative Priority #1A: Bills



Bill	Name	Status
HB 1867 (Ramel) Companion <u>HB 2559</u>	Local Real Estate Excise Tax (REET) for affordable housing	Did not pass
SB 5576 (Lovelett) Companion <u>HB 1763</u>	Local tax on short-term rentals (e.g. AirBnB)	Did not pass
HB 2442 (Berg) Companion <u>SB 6294</u>	Providing local governments tax resources and fund flexibility, including 1590 funds and 1406 funds.	Passed!
SB 6027 (Alvarado) Companion <u>HB 2359</u>	<i>Allowing for flexibility for use of HB 1590 and 1406 funds + Affordable Housing for All Account.</i>	<i>Folded into HB 2442</i>
HB 1717 (Leavitt) Companion <u>SB 5591</u>	Creating a sales and use tax remittance program for affordable housing.	Did not pass

2026 Legislative Priority #1B

1B: Encourage state investments and provide funding incentives for local jurisdictions to promote affordable housing (such as expanding the HB 1406 state sales tax credit)





2026 Legislative Priority #1B: Bills

Bill	Name	Status
<u>HB 1808</u> (Zahn)	Revolving loan fund for affordable homeownership	Did not pass.
<u>SB 6028</u> (Alvarado)	Revolving loan fund for mixed income affordable homeownership, including private developers	Did not pass.
<u>SB 6256</u> (Slatter)	Aligns property tax exemptions with WA's affordable housing & transit oriented development priorities	Did not pass.

2026 Legislative Priority #2A

2A: Establish development and tax incentives to support affordable rental and ownership housing on properties owned by religious organizations





2026 Legislative Priority #2A: Bills

Bill	Name	Status
HB 1859 (Salahuddin) Companion <u>SB 5885</u>	Affordable housing on faith owned land	Passed!

SB 5885 – Faith Owned Land (Redmond Mayor Birney)



Senate Housing

01/14/26 11:11:03 AM

January 14, 2026, 10:30 am - Senate Hearing Rm 4 and Virtual

co of a smart access system in a residential property subject to the resident



LIVE



HB 1859 – Faith Owned Land (Bellevue Councilmember Robinson)



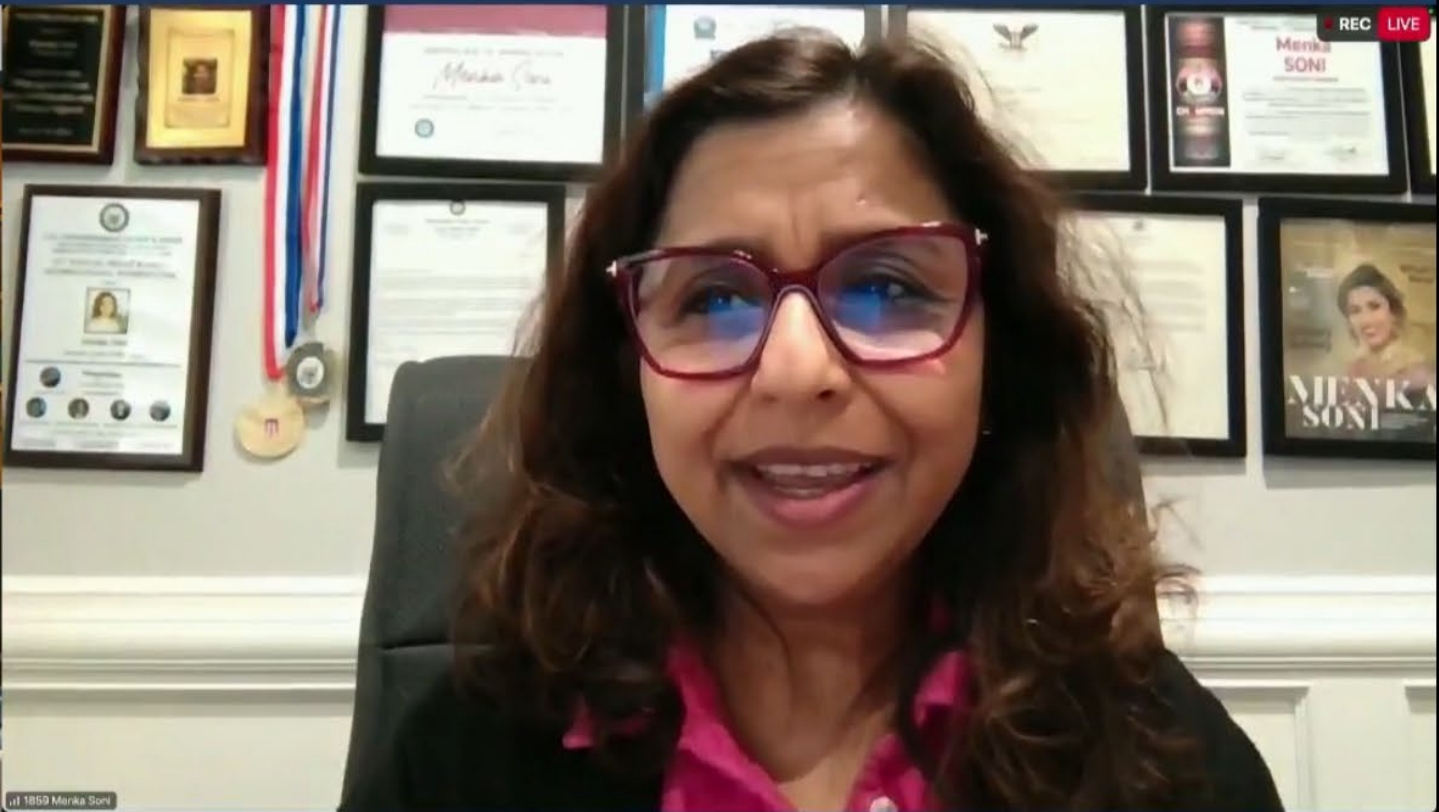
Senate Housing

02/20/26 11:23:18 AM

February 20, 2026, 10:30 am - Senate Hearing Rm 4 and Virtual
morning social housing public development authorities. • SHB 2269



HB 1859 – Faith Owned Land (Redmond Councilmember Soni)



Senate Housing

02/20/26 11:16:39 AM

February 20, 2026, 10:30 am - Senate Hearing Rm 4 and Virtual
Subject to an express warranty of quality and express warranty insurance cov



HB 1859 – Faith Owned Land (Bellevue Deputy Mayor Hamilton)



House Finance

01/15/26 02:32:53 PM

January 15, 2026, 1:30 pm - House Hearing Rm A and Virtual
Public Hearing - HB 1717: Creating a sales and use tax remittance program fo





2SHB 1859 HOUSING DEV./RELIGIOUS ORGS.

3/9/26

**GOVERNOR'S CONFERENCE ROOM, CAPITOL CAMPUS, OLYMPIA
FOR MORE INFORMATION VISIT GOVERNOR.WA.GOV
GOVERNOR BOB FERGUSON BILL SIGNING**



Represent Salahuddin, who's the prime sponsor

2026 Legislative Priority #2B

2B: Support other policies that expand access to land for a range of affordable housing types (such as surplus property policies)



2026 Legislative Priority #2B: Bills

Bill	Name	Status
HB 1974 (Hill) Companion <u>SB 6214</u>	Establishing land banking authorities	Passed!

General Policy Principle 1

ARCH supports policies and continued state assistance that ensure strong local affordable housing projects, plans, and programs (such as the Multifamily Tax Exemption and inclusionary policies).

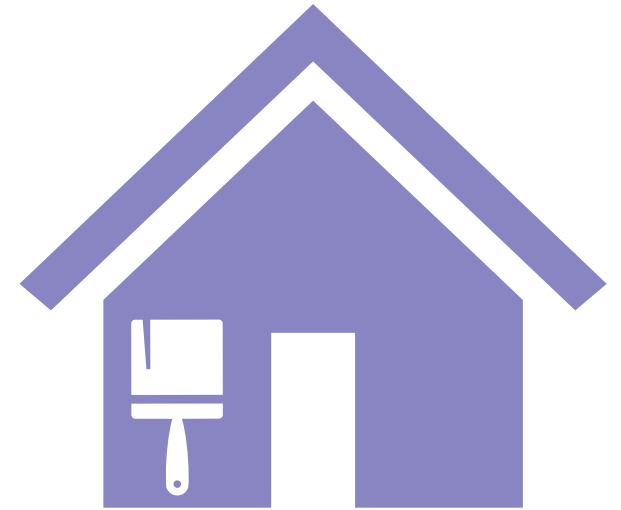


General Policy Principle 1: Bills

Bill	Name	Status
SB 6026 (Alvarado) Companion <u>HB 2480</u>	Concerning residential development in commercial and mixed-use zones.	Passed

General Policy Principle 2

ARCH recognizes the importance of maintaining the existing stock of affordable housing in East King County and protecting prior investments.



General Policy Principle 2: Bills

Bill	Name	Status
SB 6167 (Goehner) Companion HB 2153	Prohibiting homebuyers from receiving multiple state-funded down payment assistance loans or grants.	Did not pass. ARCH opposed this bill.

Summary of ARCH Priority Successful Bills

- **Local funding flexibility**

HB 2442



- **Faith owned land**

HB 1859



- **Commercial rezoning**

SB 6026



- **Land banking**

HB 1974



Other Housing Bills

- **Local Permitting Changes**

HB 2418



- **Stacked Flats Condo Insurance Reform**

HB 2304



- **Permanent Supportive Housing Siting**

HB 2266



Budgets

Supplemental Capital Budget

Fund Name	Final Supplemental Capital Budget
Housing Trust Fund - Total	\$123,386,000
Multifamily rental	\$50,000,000
PSH Apple Health & Homes	\$(57,000,000)
Affordable homeownership	\$55,000,000
Preservation	\$40,000,000
Farmworker housing	\$8,300,000
Urgent repair fund	\$5,000,000
Project-specific allocations	\$23,836,000

Supplemental Operating Budget

Program	Amount
Permanent Supportive Housing/ Continuum of Care	\$15,000,000



CITY OF MEDINA

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

Date: May 11, 2026
To: Honorable Mayor and City Council
From: Jeff Swanson, City Manager
Subject: City Manager Report

- Bellevue Fire Report – April 2026 **See attachment 1**
- 2026 City Council Calendar – **See attachment 2**
- Annual Community Events

- National Night Out (proposed)

National Night Out 2026 is scheduled for Tuesday, August 4, 2026. This annual, nationwide event strengthens neighborhood spirit and promotes police-community partnerships through block parties, cookouts, and safety demonstrations, designed to make communities safer and more connected. More information can be found at :<https://natw.org/>

Budgetary impact: primarily would consist of public works and police staff overtime costs (setting up, taking down, mobilizing equipment to display, traffic control, participating in the event itself) and materials used (swag, printing, etc.).

Council Direction: Would Council like City staff to engage with community partners (public safety, public works, KCLS, Bellevue Schools, etc.) to organize and carry out a National Night Out event at Medina Park on Tuesday, August, 4, 2026?

- Medina Days

Medina Days is tentatively scheduled to occur August 4-9, 2026. At this time no volunteer organizers have emerged to plan and carry out the event. At the April 27, 2026 City Council Study Session City staff proposed a city-organized event as an alternative in lieu of a community volunteer-organized Medina Days event.

The event would be a scaled-down version of prior Medina Days events consisting of (1) Friday night neighborhood block parties (organized by neighborhood volunteers), and (2) Saturday afternoon Medina Beach Park Party (organized by the City).

Council discussed various components of this approach: fireworks display, hiring an event planner, and staff and budget capacity to organize and carry out the event.

At this time rough budgetary impacts* are anticipated to be:

Fireworks + barge services = ~\$50,000

Event Planner = \$20,000-\$40,000

Portable Toilets = ~\$6,000

Employee Overtime in Police and Public Works = ~\$12,000

*Not included are: rental costs for tables/chairs, materials and supplies (decorative items), live music and related equipment.

Council Direction: a few questions for Council consideration and direction from the Study Session include –

(a) In light of no volunteer-organized event emerging, should the City conduct a Medina Days event?

(b) Should the City procure an event planner?

(c) Should the event include a fireworks display?

- Recent City Manager Meetings of Significance:
 - Meetings related to Ord. 1052 (bulk IOC) with interested parties
 - Bellevue Utilities
 - ARCH
 - Points Communities Mayors
 - Bellevue School District Administration
 - Eastside Transportation
 - Sound Cities Assoc Public Issues Committee
 - City Council Finance Committee
 - King County Libraries
 - Sound Cities Assoc Small Cities Work Group
 - Bellevue Fire

Filter statement

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

Incident Types (NERIS)

Count of Incidents

Count of Incidents
28
Count of Exposures **0**

Count of Medical Incidents (Primar...

Count of EMS Calls
10
Percent of EMS Calls **35.71%**

Count of Fire Incidents (Primary Co...

Count of Fire Calls
1
Percent of Fire Calls **3.57%**

Count of Other Incidents (Primary ...

Count of Other Calls
17
Percent of Other Calls **60.71%**

ATTACHMENT 1

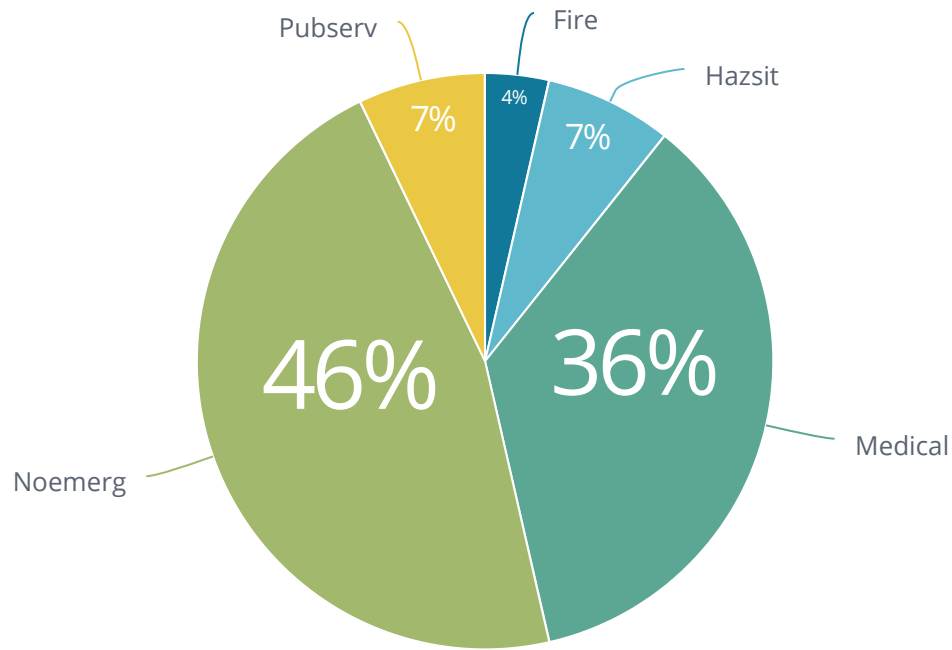
Incident Types (NERIS) - CC Medina

May 4, 2026 9:41:57 AM Fire Incidents (NERIS)

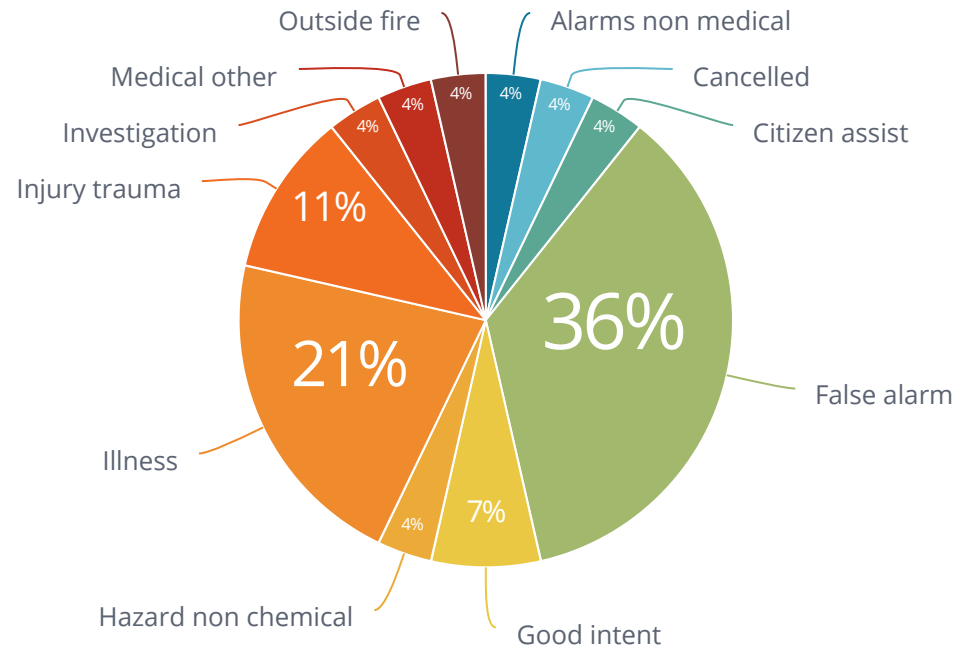
Filter statement

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

Primary Incident Type by Category



Primary Incident Types by Subcategory



ATTACHMENT 1

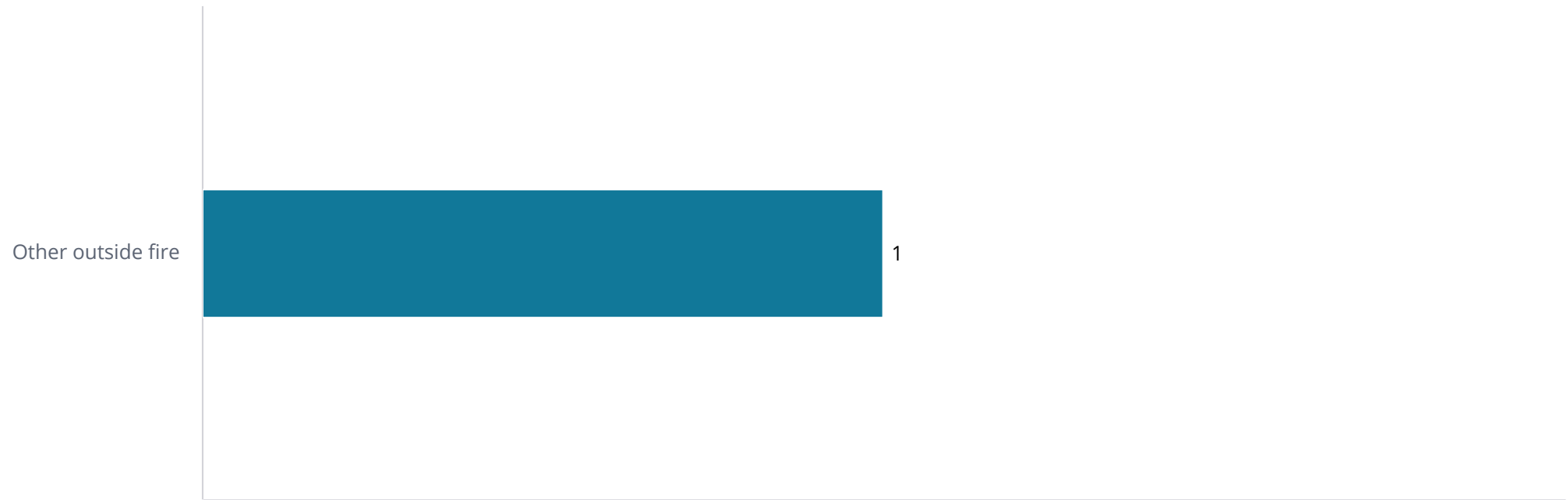
Incident Types (NERIS) - CC Medina

May 4, 2026 9:41:57 AM [Fire Incidents \(NERIS\)](#)

Filter statement

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

Count of Fire Incidents



ATTACHMENT 1

Incident Types (NERIS) - CC Medina

May 4, 2026 9:41:57 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	
	04/2026	Grand Total
Accidental alarm	7	
Allergic reaction / stings	1	
Breathing problems	1	
Cancelled	1	
Electrical hazard / short circuit	1	
Fall	2	
Lift assist	1	
Malfunctioning alarm	2	
Medical alarm	1	
No appropriate choice (medical response)	2	
Odor investigation	1	
Other Alarm	1	

Additional Incident Types (by month)

	MEDINA CITY COUNCIL				
	2026 AGENDA/ACTION CALENDAR				
	<i>Meetings scheduled for 5:00 pm, online (unless noticed otherwise).</i>				
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			
Presentation	ARCH Presentation Sophie Glass	Swanson			
City Manager Report	All department reports				
Consent Agenda	Check Register	Wagner			
Consent Agenda	Draft CC Minutes	Nations			
Consent Agenda	Medina Park Pond Vegetation Removal - Change order 1	Osada			
Consent Agenda	Wine Garden Code	Swanson			
Consent Agenda	Surplus Equipment Approval	Wagner			
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					
City Manager Report					
Consent Agenda					
Consent Agenda					
Legislative Hearing	none				
Public Hearing	none				
City Business					
City Business					
Executive Session					
Study Session	City Council Retreat - Council Guidelines and 2027 Budget				
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			
Presentation					
City Manager Report	All department reports				
Consent Agenda	Check Register				
Consent Agenda	Draft CC Minutes				
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business					
City Business					
Executive Session					

JUNE 22, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session					
Presentation					
City Manager Report					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
Executive Session	Collective Bargaining RCW 42.30.140(4)(a)	Swanson, Wagner, Mabee			



MEDINA POLICE DEPARTMENT

DATE: May 11th, 2026

TO: Jeff Swanson, City Manager

FROM: Jeffrey R. Sass, Chief of Police

RE: Police Department Update – April, 2026

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

Follow up:

Nothing to report.

Shredder/Drug Take-Back/Electronics Recycling Event:

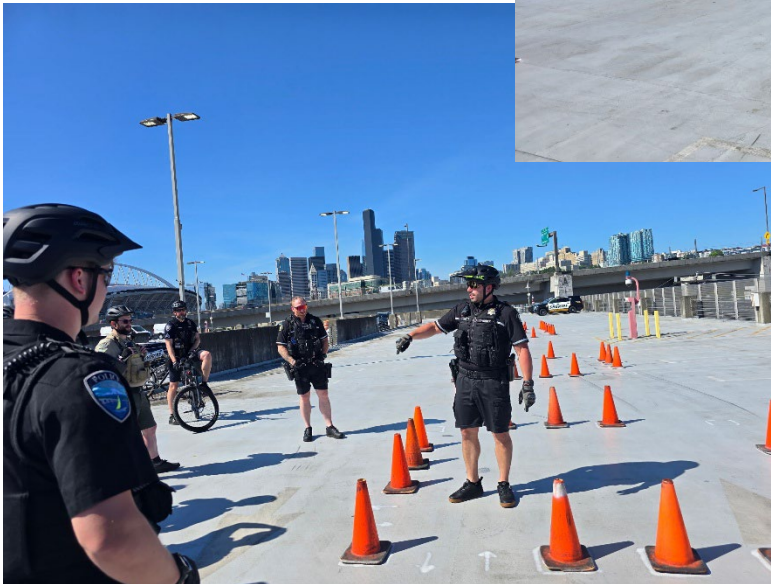
The Medina Police Department hosted the first Shredder/Drug Take-Back/E-Cycle Day of 2026! The event was a huge success and was an outstanding opportunity to see many of the community members we haven't seen throughout the winter months.

Pro-Shred collected approximately 4,800 pounds of documents to shred and SBK Recycling collected approximately 2,639 pounds of electronics to be recycled. The Medina Police Department turned over approximately 50 pounds of drugs to be destroyed, rendering each medication incapable of being misused or falling into the wrong hands.



Bike Patrol:

The first group of Medina Officers successfully completed the training and certification program to become bicycle patrol officers! Utilizing funds from the Medina Police Foundation, officers are trained on pedal bikes as well as e-bikes to show a more mobile and extraordinary presence throughout our communities. Navigating staffing constraints, officers will be out in the communities on the bicycles as much as possible throughout the spring, summer and fall months.



Solicitors:

Soliciting activity has started to increase throughout our communities. All solicitors are required to obtain a city-issued permit before conducting any such activity. Permit applications must be submitted to the Medina Police Department and include personal, business and criminal background information. Permits are valid for a maximum of two weeks.

Refer to the photographs below, which show valid solicitor permits issued by the Medina Police Department: the permit for the City of Medina is on the left, and the permit for the Town of Hunts Point is on the right.



The Medina Police Department asks community members to notify us by calling 911 if solicitors do not have a valid permit, are aggressive, or fail to respect signs prohibiting solicitation at a residence.

Marine Patrol:

Nothing to report.



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT



APRIL, 2026

CRIMES	Current Month	YTD 2026	YTD 2025	Year-End 2025
Burglary	0	1	1	5
Vehicle Prowl	0	1	0	0
Vehicle Theft	0	0	0	1
Theft (mail & all other)	0	3	3	8
ID Theft/Fraud	0	5	1	7
Malicious Mischief (Vandalism)	1	3	2	4
Domestic Violence	0	4	0	8
Disturbance, Harassment & Non-DV Assault	1	1	1	5
TOTAL	2	18	8	38

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	0	1
Community Assists	46	211	311	741
Marine	0	0	3	8
House Watch Checks	90	299	337	859
School Zone	33	173	115	264
Behavioral Health	0	9	2	14
TOTAL	169	692	768	1887

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
Collisions				
Injury	0	0	0	1
Non-Injury	1	1	0	5
Non-Reportable	0	0	1	4
TOTAL	1	1	1	10
Traffic Enforcement				
Criminal Citations	8	19	9	32
Infractions	8	64	93	273
Warnings	150	648	777	2057
TOTAL	166	731	879	2362

LICENSE PLATE READER EVENTS	Current Month	YTD 2026	YTD 2025	Year-End 2025
LPR alerts that were recovered	0	1	3	8
LPR alerts that were not located	0	4	22	41
LPR alerts that were located, not apprehended	0	0	0	0
TOTAL	0	5	25	49

CALLS FOR SERVICE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Animal	4	12	12	58
Residential Alarms	13	53	68	202
Missing Person	0	3	2	4
Suspicious Activity/Area Checks	53	196	197	749
TOTAL	70	264	279	1013

ADMINISTRATIVE	Current Month	YTD 2026	YTD 2025	Year-End 2025
Public Disclosure Requests Received	7	41	25	94
Concealed Pistol License Applications Processed	2	14	9	33
TOTAL	9	55	34	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



APRIL, 2026 (through 04/29/2026)

FELONY CRIMES

MISDEMEANOR CRIMES

OTHER



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police



MONTHLY REPORT

APRIL, 2026 (through 04/29/2026)

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

COMMUNITY POLICING	Current Month	YTD 2026	YTD 2025	Year-End 2025
Drug Violations	0	0	0	0
Community Assists	7	38	56	132
Marine	0	0	2	7
House Watch Checks	8	35	34	90
Behavioral Health	0	0	0	1
TOTAL	15	73	92	230

TRAFFIC	Current Month	YTD 2026	YTD 2025	Year-End 2025
Collisions				
Injury	0	0	0	0
Non-Injury	0	0	0	0
Non-Reportable	0	0	0	0
TOTAL	0	0	0	0
Traffic Enforcement				
Citations	0	4	0	12
Infractions	8	39	29	104
Warnings	45	190	158	518
TOTAL	53	233	187	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	0	1	0	5
Residential Alarms	2	7	10	25
Missing Person	0	0	0	0
Suspicious Activity/Area Checks	11	35	35	109
TOTAL	13	43	45	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.*



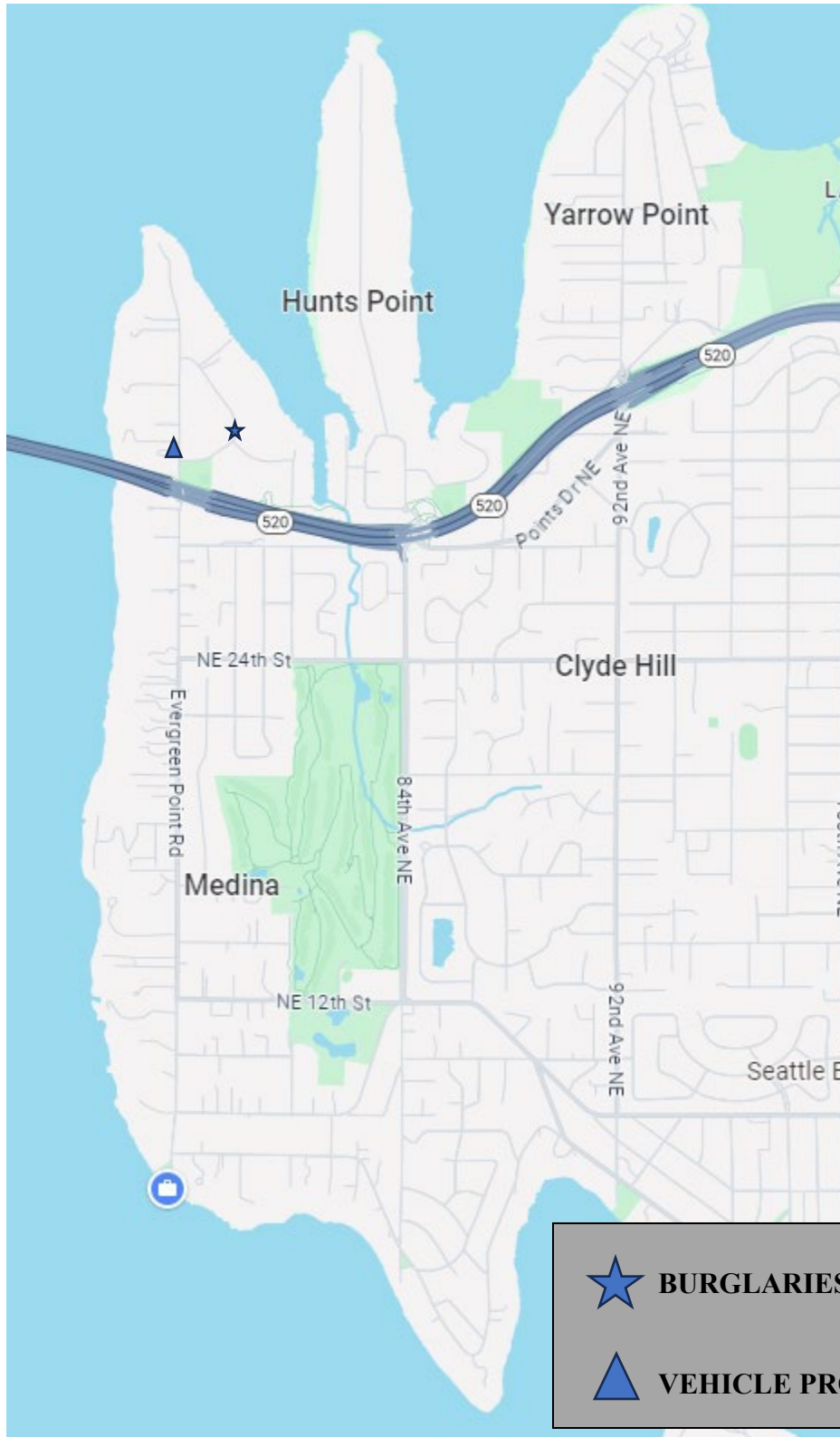
MEDINA POLICE DEPARTMENT

BURGLARY & MOTOR VEHICLE PROWL

INCIDENT MAP



APRIL YEAR-TO-DATE





MEDINA POLICE DEPARTMENT

MONTHLY REPORTING STANDARDS



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

	<ul style="list-style-type: none"> • Non-suspicious Death Investigations • Assisting the Fire Department/EMS • Found Child • Found Property • Special Events
Marine	Includes all incidents within our jurisdiction on the waterways.
House Watch Checks	Total number of visits to residences on house watch within the reporting period.
School Zone	Total number of school zone patrols conducted at all three elementary schools within the reporting period.
Behavioral Health	Calls for service involving individuals experiencing a behavioral or mental health episode. The call may have resulted in anything ranging from no police action and an involuntary commitment to a medical facility for treatment.
Traffic Collisions	<p>Includes:</p> <ul style="list-style-type: none"> • Injury collisions involve medical treatment to at least one of the involved parties, either by on-scene EMS evaluation/treatment and/or transportation to a medical facility for treatment. These collisions require a police case report by law. • Non-injury collisions involve a collision in which there is property damage amounting to at least \$1,000 but no involved parties were injured. These collisions require a police case report by law. • Non-reportable collisions involve a collision under any of the following circumstances: <ul style="list-style-type: none"> ○ Collision on private property with no injuries. ○ Collision on public right of way with no injuries and any property damage did not amount to at least \$1,000.
Traffic Enforcement	<p>Citations:</p> <ul style="list-style-type: none"> • Any criminal traffic citation, to include Driving With Suspended License, Reckless Driving, DUI, etc. <p>Infractions:</p> <ul style="list-style-type: none"> • Any non-criminal traffic stop that resulted in the issuance of a civil infraction (ticket) to the driver. <p>Warnings:</p> <ul style="list-style-type: none"> • Any traffic stop that resulted in a verbal warning to the driver.
License Plate Reader (LPR) Events	<p>Stolen license plates/vehicles that alerted the LPR system and were recovered.</p> <p>Stolen license plates/vehicles that alerted the LPR system and were not located.</p> <p>Stolen license plates/vehicles that alerted the LPR system and were located but fled from law enforcement attempts to apprehend the vehicle.</p>
Animal	<p>Includes:</p> <ul style="list-style-type: none"> • Found animal call for service • Lost animal call for service • Welfare check involving an animal • Noise complaints or nuisance calls for service involving an animal
Residential Alarms	House alarms that are triggered and the alarm company contacts 911 for a police response. These calls for service do not include alarm calls that become a burglary investigation upon police arrival.
Missing Person	Calls for service where a missing person report is taken, or the assistance of law enforcement is requested to search for a missing person. These calls include adults as well as juveniles.

Suspicious Activity/Area Checks	<p>Includes:</p> <ul style="list-style-type: none">• Noise complaints• Suspicious person/activity reports• Field contacts made by officers on patrol• Loud party calls, juveniles• Reports of dangerous driving• Weapons Complaints• Soliciting• Welfare Check• Prowler
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**This report does not include all calls for service handled by Medina Police Officers. It is meant to be an overview of general calls for service within the specified reporting period.*



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

Date: May 11, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Steven R. Wilcox, Development Services Department Director
Subject: Development Services Department Monthly Report

Permitting

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

Permit activity reflected in 'Construction Value' is currently much higher than this time in 2025. This activity level is due to permit applications for new houses accepted last year which are being issued this year.

2025 Year to Month Permit Valuation: \$2,777,809.42
 2026 Year to Month Permit Valuation: \$10,443,704.75

Unless we see an increase in permit applications, the Total Value between 2025 and 2026 is expected to become closer.

Development Services Topics

Council Work Plan

Tasks within the Council Work Plan are being scheduled. Budget requests and grants are being evaluated. Tasks which are considered 'routine' may be brought directly to the Council while many others will require Planning Commission review and processes such as SEPA and Department of Commerce review. The intent is to eventually have the Council see the status of the Work Plan on a regular basis such as through this monthly staff report.

Private Sport Courts. We are continuing to work through applications for private sport courts. One application we have is an administrative process and another is non-administrative process. Use of sport courts for pickle ball and the resulting sound has been a concern received by Development Services staff. Hours of use for private sport courts are not regulated by the Medina Municipal Code.

Our Medina Municipal Code addresses noise through maximum limits measured in dBA at the nearest receiving property line. The MMC also addresses certain noise that is a nuisance and may require abatement through Chapter 8.06 and 8.04. MMC 8.04.020.P states:

“Noise that:

1. Unreasonably annoys, injures, interferes with or endangers the comfort, repose, health or safety of a community or neighborhood; and

2. The noise need not exceed the maximum permissible sound levels or be a public disturbance noise, as described in [Chapter 8.06 MMC](#), to be a public nuisance.”

Regarding noise; MMC 8.04.020.P would be applicable during a code enforcement action, although difficult to enforce. Applying mitigation of either MMC 8.06 noise level maximums, or 8.04.020.P as a requirement of an administrative permit application is not possible other than as a notification of implications within the permit issuance. With non-administrative permit applications SEPA can be used to help mitigate noise levels, but the subjectivity of MMC 8.040.20.P is still difficult for staff to address.

A balance of property use and enjoyment vs. neighboring resident protection against ‘unreasonable’ noise is difficult under Medina’s current code. At some point the City of Medina may wish to consider private sport court noise mitigations as a code amendment where some form of acoustic design and/or evaluation is required under a permit application.

ROW Tree Inventory

Our City Arborist continues to progress in the inventory of right-of-way trees. This is the second of a two-part program to create an inventory of all city-controlled trees. The fieldwork process is slow as was expected. Determine if a tree is in the public ROW or if is on private property and this can be time consuming. This work is under 2026 budget.

Critical Area Map

Our consultant Facet is working on updating and re-creating the content and form of our Critical Areas Map. The new map will be GIS based and will be made available on Medina’s website. This is under 2026 budget.

Wildland Urban Interface Code

The ‘WUI’ has been an on-going and confusing process at the state level. The WUI was signed into law by the Governor at one point, then immediately rescinded.

The WUI is a state-wide code proposal intended to protect property from wildland fire. A problem with the initial drafting of the WUI was that hazard mapping was also state-wide with little apparent consideration for differences in fire response capabilities between rural towns and urban cities. The potential impacts to Medina and other urban areas have been with the Department of Natural Resources hazard level mapping and resulting increased setbacks of vegetation to buildings.

DNR currently has a target date of 12/1/26 for publishing new hazard maps. Our Building Official is tasked with tracking the WUI code process and providing advice regarding any potential MMC amendments that might be needed.

Overlake Golf and Country Club Sport Court Application Update

- Permit Application Vesting Date: March 12, 2026.
- Permit Application Numbers:
 - P-26-015 – Critical Areas Review
 - P-26-016 – Non-Administrative Conditional Use Permit

- P-26-017 – SEPA Threshold Determination
 - Review Process: The project is being processed as a non-administrative application and will go before the Hearing Examiner.
 - Current Status: The permit applications are with the applicant for response to Medina staff comments sent March 27, 2026.
 - Public Notice Process: The Notice of Application has been completed. The next steps will include issuance of the Notice of Hearing, the public hearing, and subsequently the Notice of Decision.
 - Currently Proposed Sound Mitigation: 10' acoustical noise reduction panels at the south and west sides of the court, though no specifications or study as to the efficacy of the panels were provided as was requested by the City in its first round of review comments.

Medina has asked OGCC to tell us how they will mitigate the sound impacts associated with more proximal pickleball to neighboring residences and to substantiate the efficacy of their proposed mitigation.

Planning Commission

Planning Commission met on April 28th which other than the joint meeting with the Council on February 24th was their first meeting since January 27th. Attached to this staff report is the April 28th agenda with the intention of providing you with an overview of topics discussed. All referenced documents are available on Medina's website.

The April 28th meeting agenda was full. Both the Outdoor Lighting and Tree Management Code topics were discussed. The Planning Commission will see each of these topics at least once more.

Once Planning Commission completes their recommendations and the Development Services Committee has reviewed the presentations, the draft ordinances will be sent to the Council with presentations by our professional consultants. Council will be asked to approve for staff to forward the drafts to begin SEPA and Department of Commerce review.

Typically, the Planning Commission will conduct a Public Hearing, and the Council will be asked to conduct a Public Hearing following SEPA and Department of Commerce approvals.

There will be a special Planning Commission meeting on May 19th where the development impacts ('bulk') topic is scheduled to be introduced by our planning consultant.

The regular May Planning Commission meeting has been moved to Wednesday May 27th due to Memorial Day. Anticipated topics will include continued discussion of development impacts.

The Planning Commission will be busy for the foreseeable future as the Council Work Plan continues to be scheduled into their calendar.

Attachments:

April 2026 Permits Received Report
 April 2026 Permit Issued Report
 April 2026 Code Enforcement Report
 April 28, 2026 Planning Commission Agenda



April 2026 Issued Permits

Construction Value:	April 2026	April 2025	2026 YTM	2025 YTM	Difference
Accessory Structure	-	-	\$90,000.00	-	\$90,000.00
Addition / Alteration	\$68,566.00	\$1,362,785.00	\$2,602,068.75	\$2,713,053.42	(\$110,984.67)
Fence / Wall	\$15,000.00	\$32,513.00	\$87,282.00	\$64,756.00	\$22,526.00
New Construction	\$3,831,744.00	-	\$7,574,354.00	-	\$7,574,354.00
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	\$90,000.00	-	\$90,000.00
Total Value:	\$3,915,310.00	\$1,395,298.00	\$10,443,704.75	\$2,777,809.42	\$7,665,895.33
Permits Issued:	April 2026	April 2025	2026 YTM	2025 YTM	Difference
New Construction	2	-	4	-	4
Permit Extension	3	2	24	8	16
Accessory Structure	-	-	1	-	1
Addition / Alteration	3	2	7	7	0
Construction Activity Permit	3	6	13	14	(1)
Demolition	2	-	4	-	4
Fence / Wall	1	2	3	4	(1)
Grading / Drainage	2	2	5	3	2
Mechanical	6	8	20	32	(12)
Other - Moving	-	-	-	-	0
Plumbing / Gas	5	4	26	13	13
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	3	8	27	19	8
Tree Mitigation	5	6	14	13	1
Wireless Comm. Facility	-	-	1	-	1
Total Permits:	35	40	149	113	36
Inspections:	April 2026	April 2025	2026 YTM	2025 YTM	Difference
Building	71	67	246	314	(68)
Engineering/Other	19	9	64	68	(4)
	8	2	26	10	16
Tree	3	3	15	10	5
Total Inspections:	101	81	351	402	(51)



April 2026 Code Enforcement Report

Case Number	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2026-033	CITATION	Rob Kilmer	7649 NE 14TH ST	Description: Construction-related vehicles observed parked outside the property boundary. Action Taken: Notice of Citation issued.	\$1,000
CC-2026-034	FORMAL, WRITTEN WARNING	Rob Kilmer	7649 NE 14TH ST	Description: Construction barrier fencing remains piled within the right-of-way shoulder. Action Taken: Issued a formal warning directing the fencing to be removed immediately.	N/A
CC-2026-035	FORMAL, WRITTEN WARNING	Rob Kilmer	7657 NE 14TH ST	Description: Construction barrier fencing remains piled within the right-of-way shoulder. Action Taken: Issued a formal warning directing the fencing to be removed immediately.	N/A
CC-2026-036	GENERAL	Rob Kilmer	3665 FAIRWEATHER LN	Description: A boat lift appears to have been installed without a permit adjacent to the property. Action Taken: Beginning investigation to determine facts. Working with the applicant of 3663 Fairweather Lane pier work to resolve the issue.	N/A
CC-2026-037	SIGN VIOLATION	Rob Kilmer	Various	Description: Observed commercial advertising signs ("U.S. Fed Gov't")(x8) displayed in right-of-way areas. Action Taken: Removed the signs. Investigated and determined that this is a traveling scam that moves around the country: "business registries and court cases revealed a 30-year history of penalties, suspensions and expired licenses." - CBS News https://www.cbsnews.com/chicago/news/more-customers-accuse-traveling-auction-tricking/	N/A
CC-2026-038	SIGN VIOLATION	Rob Kilmer	1656 74th Ave NE	Description: Observed commercial advertising sign (Oxygen Yoka & Fitness) displayed along right-of-way. Action Taken: Removed the sign and contacted the company to inform them of the sign rules in Medina.	N/A
CC-2026-039	SIGN VIOLATION	Rob Kilmer	7329 NE 18TH ST	Description: Observed commercial advertising sign (Myloie Painting) displayed along right-of-way. Action Taken: Removed the sign and contacted the company to inform them of the sign rules in Medina.	N/A

CC-2026-040	GENERAL	Rob Kilmer	2602 80TH AVE NE	Description: Observed work occurring, visible from the right-of-way. Action Taken: Investigated and determined that the work does not yet require a permit, but their proposed scope of work will. Spoke with the project manager about what will be required for a permit application and how to apply.	N/A
CC-2026-041	SIGN VIOLATION	Rob Kilmer	1019 EVERGREEN POINT RD	Description: Observed commercial advertising sign (Tenhulzen Construction) displayed along the right-of-way. Action Taken: Removed sign and investigated whether the associated construction work requires permits. Informed the project management team about the sign rules in Medina.	N/A

Past Code Enforcement Cases Closed This Month					
Case Number(s)	Case Type	Assigned To	Address	Case Text	Result

Past Code Enforcement Cases Still Open					
Case Number(s)	Case Type	Assigned To	Address	Case Text	Fine Amount
CC-2023-152	NOTICE OF VIOLATION	Rob Kilmer	7838 NE 8TH ST	Description: During an inspection at a neighboring property, a structure was observed to have been built within the rear-yard setbacks of 7838 NE 8th Street. The structure appears to require both an approved variance and building permit. Action Taken: Issued a Notice of Violation Estimated Penalty: Structure must be removed or approved variance and building permit(s) must be obtained. Financial penalties will apply if required actions are not initiated by 11/2/23. Status: Property owner stated on 4/28/26 that they are in the process of getting the structure removed.	Fines are accumulating daily
CC-2024-070	STOP WORK ORDER	Rob Kilmer	8711 Ridge Road	Description: Observed stairway structure being erected on roof of garage up to roof of second story.	Fines are accumulating daily
CC-2024-072	NOTICE OF VIOLATION			Action Taken: Issued Stop Work Order and required a permit pre-application meeting to be scheduled.	
CC-2024-080	NOTICE OF FINAL ORDER			Estimated Penalty: Doubling of permit fees per MMC 16.40.070. - Work commencing before permit issuance. To be reviewed for Notice of Violation penalty per MMC 1.15.200. - Notice of violation. Status: Building permit currently under review. Notice of Final Order recorded: 11/13/2024	

CC-2024-101	GENERAL	Rob Kilmer	7664 NE 14TH ST	Description: Met onsite with homeowner to discuss a sport court that had been installed.	Fines are accumulating daily
CC-2024-114	NOTICE OF VIOLATION			Action Taken: Directed homeowner that permits are required for a sport court.	
CC-2025-090	NOTICE OF VIOLATION			Status: Working through zoning process	
CC-2026-027	NOTICE OF VIOLATION			Re-issued NOV to update ownership information. This is associated with: CC-2024-101, CC-2024-114, CC-2025-090	
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	



Planning Commission Meeting

Tuesday, April 28, 2026 06:00 PM

Hybrid - Virtual/In-Person
Council Chambers

Medina City Hall -
501 Evergreen Point Road,
Medina, WA 98039

COMMISSION CHAIR | Shawn Schubring

COMMISSION VICE-CHAIR | Brian Pao

COMMISSIONERS | Julie Barrett, Sandhya Edupuganti, Li-Tan Hsu, Evonne Lai, Mark Nelson

STAFF LIASON | Steven Wilcox, Development Services Director

DEVELOPMENT SERVICES COORDINATOR | Rebecca Bennett

Online Meeting Participation

The Medina Planning Commission offers both in-person and online meeting participation. If you will be participating online and wish to speak to the Commission at the meeting, please register with Medina's Development Services Coordinator prior to 2:00pm on the day of the Planning Commission meeting at 425.233.6414, or email rbennett@medina-wa.gov. You will be called by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comments and will be asked to stop when the time limit is reached. The Commission will also accept your written comments. Written comments must be submitted by 2:00pm on the day of the Planning Commission meeting to the Development Services Coordinator.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/87459436542?pwd=XEEG7QdjlmLbpyVc4r46Mk1ztCi36r.1>

Meeting ID: 874 5943 6542

Passcode: 256943

One tap mobile

+12532050468,,87459436542#,,,,*256943# US

+12532158782,,87459436542#,,,,*256943# US (Tacoma)

1. **CALL TO ORDER / ROLL CALL**
2. **APPROVAL OF MEETING AGENDA**
3. **APPROVAL OF MINUTES**

3.1 Planning Commission Meeting Minutes of January 27, 2026

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

[Planning Commission Meeting Minutes Document \(34\).pdf \(0.05 MB\)](#)

4. **ANNOUNCEMENTS**

4.1 Staff/Commissioners

5. **PUBLIC COMMENT PERIOD**

Please see "Online Meeting Participation" above.

6. **DISCUSSION**

6.1 PC Roles & Responsibilities

Recommendation: Discussion only

Staff Contact: Dawn Findlay Reitan, Attorney from Inslee Best

Time Estimate: 30 minutes

[CHAPTER_2.28.___PLANNING_COMMISSION.pdf \(0.29 MB\)](#)

6.2 Tree Code Amendments, Short-Term Solutions

Recommendation: Discussion only

Staff Contact: Andy Crossett, City Arborist

Time Estimate: 30 minutes

[Agenda Bill Tree Managment Code Amendments 3-24-26.pdf \(0.16 MB\)](#)

[March 9, 2026 Council Agenda Bill Short Term Solutions.pdf \(0.49 MB\)](#)

[City of Medina - List of Significant Tree Species.pdf \(1.94 MB\)](#)

6.3 Outdoor Lighting Ordinance

Recommendation: Discussion only

Staff Contact: Kim Gunderson, City Planning Consultant

Time Estimate: 1 hour

[Agenda Bill, Outdoor Lighting Ordinance 4.28.2026 PC Meeting.pdf \(0.13 MB\)](#)

[Ordinance No. XX - Outdoor lighting Ch. 16.25 MMC \(Permanent Ordinance\)_kg redlines.pdf \(1.05 MB\)](#)

[Medina Lighting Ordinance 4.28.2026 PC Presentation.pdf \(0.37 MB\)](#)

[1043.pdf](#) (0.64 MB)

7. ADJOURNMENT

Next Planning Commission Special Meeting (Training): May, 6, 2026 at 6:00 PM.

ADDITIONAL INFORMATION

Planning Commission meetings are normally conducted on the 4th Tuesday of the month at 6:00pm, unless otherwise scheduled. Please see the City of Medina website Meetings | Medina Washington for a current meeting schedule.

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

UPCOMING MEETINGS

Wednesday, May 6, 2026 (Special Meeting - Training)

Tuesday, May 19, 2026 (Special Meeting)

Wednesday, May 27, 2026 (Special Meeting)

Tuesday, June 23, 2026

Tuesday, July 28, 2026

August - DARK - No Meeting

Tuesday, September 22, 2026

Tuesday, October 27, 2026

November TBD

December TBD

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

Issued Non-Development Tree Permit Activity Table						
Picture #	Permit Type	Address	# Trees Removed	Removed Tree (Size)	Supplemental Required	Description
1	TREE-RESTORATION	2441 EPR	1 Black cottonwood	24+''	1	Reduction pruning of the cottonwood to reduce potential risk to surrounding conifer trees.
N/A	TREE-RESTORATION	8751 OVERLAKE DR W	1 Hinoki cypress	7''	1	
2	TREE-RESTORATION	7914 NE 24TH	3 Douglas fir	18, 20, 24''	7	

No new development trees/development permits.

New 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. 2441 EPR: Large codominant cottonwood with one stem leaning into a grove of conifers. The stem was reduced to minimize risk to the grove.



Picture 2. 3 Douglas fir – 7914 NE 24th. Trees as viewed from NE 24th. The permit application is still under review; however, removal is allowable under MMC 16.52. The trees do not appear to present a high-risk condition, but the property owner is requesting their removal.





CITY OF MEDINA

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

Date: May 11th, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Ryan Wagner, Finance & HR Director
Subject: April 2026 Financials

The April 2026 report includes:

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

April 2026 Key Revenue

- \$974K Property Taxes
- \$101K Local Sales and Use Tax
- \$92K Hunts Point Q1 PD Contract
- \$73K Permit Fees
- \$61K March REET Revenue
- \$42K Investment Earnings

April 2026 Key Expenditures

- \$56K Gray Osborne – Medina Pond Vegetation Removal, Other Projects
- \$30K Inslee Best – March City Attorney Services
- \$17K Mahoney Planning – Current Planning Consultant
- \$14K Mobile Modular Portable Storage – PW Carport and Storage Project
- \$12K PC Specialists – VMware Virtual Hard Drives
- \$10K Pro-Vac – Street Sweeping and Storm Improvements

April 2026 Financial Summary

REVENUES:	APR ACTUAL	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Property Tax	\$974,371	\$1,342,179	\$4,741,397	28.31%	\$3,399,218
Sales Tax	\$100,788	\$593,899	\$2,023,000	29.36%	\$1,429,101
Affordable & Sup. Housing	\$0	\$0	\$0	--	\$0
Criminal Justice	\$7,925	\$35,918	\$108,150	33.21%	\$72,232
B & O Tax: Utility & Franchise Fee	\$247,025	\$611,361	\$1,218,000	50.19%	\$606,639
Leasehold Excise Tax	\$0	\$0	\$0	0.00%	\$0
General Government (includes Hunts Point)	\$92,277	\$92,277	\$378,984	24.35%	\$286,707
Passports, General Licenses & Permits	\$8,469	\$19,999	\$78,036	25.63%	\$58,037
Fines, Penalties, Traffic Infr.	\$9,592	\$18,634	\$30,000	62.11%	\$11,366
Misc. Invest. Facility Leases	\$28,380	\$133,000	\$278,820	47.70%	\$145,820
Disposition of Capital Assets	\$0	\$0	\$0	--	\$0
General Fund Total	\$1,468,827	\$2,847,268	\$8,856,387	32.15%	\$6,009,119
Development Services Fund Total	\$80,870	\$304,259	\$805,000	37.80%	\$500,741.06
Development Services Fund Transfers In from GF	\$8,333	\$33,333	\$100,000	100.00%	\$0.00
Street Fund Total	\$3,987	\$17,911	\$119,219	15.02%	\$90,446
Street Fund Transfers In	\$46,250	\$185,000	\$555,000	33.33%	\$0
Tree Fund Total	\$0	\$0	\$3,075	0.00%	\$3,075
Contingency Fund Total	\$20,287	\$20,287	\$0	0.00%	(\$20,287)
Capital Fund Total	\$61,652	\$357,661	\$1,395,000	25.64%	\$1,037,339
Levy Stabilization Fund Total	\$0	\$0	\$0	--	\$0
Levy Fund Transfers In GF	\$0	\$0	\$0	--	\$0
NonRevenue Trust Funds Total	\$8,672	\$18,375	\$0	--	(\$18,375)
Master Investments Total	\$0	\$0	\$0	--	\$0
Total (All Funds)	\$1,644,295	\$3,565,761	\$11,178,681	31.90%	\$7,612,920
Total (All Funds) Transfers In	\$54,583	\$218,333	\$655,000	33.33%	\$436,667
EXPENDITURES:	APR ACTUAL	YTD ACTUAL	2026 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Legislative	\$1,575	\$8,136	\$80,000	10.17%	\$71,864
Municipal Court	\$7,218	\$13,525	\$35,000	38.64%	\$21,475
Executive	\$29,075	\$105,281	\$325,603	32.33%	\$220,322
Finance	\$31,107	\$366,712	\$632,123	58.01%	\$265,411
Legal	\$35,311	\$99,947	\$527,000	18.97%	\$427,053
Central Services	\$68,860	\$273,486	\$1,026,030	26.65%	\$752,545
Police Operations	\$220,087	\$941,328	\$2,887,218	32.60%	\$1,945,890
Fire & Medical Aid	\$0	\$0	\$1,060,791	0.00%	\$1,060,791
Public Housing, Environmental & Mental Health Fees	\$1,219	\$25,553	\$56,143	45.51%	\$30,590
Recreational Services	\$193	\$0	\$44,300	0.00%	\$44,300
Long Range Planning	\$8,346	\$29,968	\$281,745	10.64%	\$251,777
Parks	\$40,547	\$184,549	\$639,065	28.88%	\$454,516
Equipment Replacement	\$7,168	\$124,795	\$422,995	29.50%	\$298,200
General Fund Subtotal	\$450,706	\$2,173,280	\$8,018,013	27.10%	\$5,844,733
General Fund Transfers Out	\$46,250	\$185,000	\$555,000	33.33%	\$370,000
General Fund Total	\$496,956	\$2,358,280	\$8,573,013	27.51%	\$6,214,733
Development Services Fund Total	\$89,776	\$338,519	\$1,004,807	33.69%	\$666,288
City Street Fund Total	\$53,106	\$167,772	\$657,099	25.53%	\$489,327
Tree Fund Total	\$2,923	\$3,184	\$30,000	10.61%	\$26,816
Capital Fund Total	\$66,416	\$115,967	\$1,280,000	9.06%	\$1,164,033
Capital Fund Transfers Out	\$8,333	\$33,333	\$100,000	33.33%	\$66,667
NonRevenue Trust Funds Total	\$11,537	\$11,935	\$0	0.00%	(\$11,935)
Master Investments Total	\$0	\$503,610	\$0	0.00%	(\$503,610)
Total (All Funds)	\$674,463	\$2,810,656	\$10,989,919	25.57%	\$8,179,263
Total (All Funds) Transfers Out	\$54,583	\$218,333	\$655,000	33.33%	\$436,667

2026 April Cash Balance

<u>2026 Cash Balance, 03/31/2026</u>		<u>2026 Cash Balance, 04/30/2026</u>	
<u>TOTAL CASH & INVESTMENTS</u>		<u>TOTAL CASH & INVESTMENTS</u>	
Period Ending: 03/31/2026		Period Ending: 04/30/2026	
WA ST INV POOL	\$ 13,339,997	WA ST INV POOL	\$ 13,501,867
OTHER INVESTMENTS*	4,981,527	OTHER INVESTMENTS*	4,985,284
CHECKING	329,278	CHECKING	1,227,435
	\$ 18,650,802		\$ 19,714,586
		Outstanding Checks	\$170,729
		Total:	\$ 19,543,857

\$1M bond (Dec 2024)
5/15/2028
\$1.15M bond (Jan 2023)
6/30/2026
\$500K bond (May 2025)
3/1/2029
\$1M bond (Aug 2024)
7/8/2027
\$1M bond (Nov 2024)
11/15/2027
\$500K bond (Mar 2026)
9/30/2029

Revenue

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund						
General Property Taxes						
001-000-000-311-10-00-00	General Property Taxes	\$974,371.15	\$1,342,178.91	\$4,741,397.00	28.31%	\$3,399,218.09
	Total General Property Taxes	\$974,371.15	\$1,342,178.91	\$4,741,397.00	28.31%	\$3,399,218.09
Retail Sales and Use Taxes						
001-000-000-313-11-00-00	Local Retail Sales & Use Tax	\$100,788.30	\$593,899.31	\$2,023,000.00	29.36%	\$1,429,100.69
001-000-000-313-71-00-00	Criminal Justice Funding	\$7,924.54	\$35,918.46	\$108,150.00	33.21%	\$72,231.54
	Total Retail Sales and Use Taxes	\$108,712.84	\$629,817.77	\$2,131,150.00	29.55%	\$1,501,332.23
Utility Tax						
001-000-000-316-41-00-00	Electric	\$111,828.74	\$202,918.84	\$330,000.00	61.49%	\$127,081.16
001-000-000-316-42-00-00	Gas	\$68,711.06	\$113,223.63	\$167,000.00	67.80%	\$53,776.37
001-000-000-316-43-00-00	Water & Sewer	\$39,553.39	\$140,092.61	\$291,000.00	48.14%	\$150,907.39
001-000-000-316-45-00-00	Garbage/Solid Waste	\$0.00	\$18,717.92	\$69,000.00	27.13%	\$50,282.08
001-000-000-316-46-00-00	Cable-Television	\$0.00	\$27,809.29	\$97,000.00	28.67%	\$69,190.71
001-000-000-316-47-00-00	Telephone	\$562.87	\$10,128.53	\$46,000.00	22.02%	\$35,871.47
001-000-000-316-49-00-00	Other	\$0.00	\$75.00	\$0.00		(\$75.00)
	Total Utility Tax	\$220,656.06	\$512,965.82	\$1,000,000.00	51.30%	\$487,034.18
Franchise Fees						
001-000-000-321-91-00-00	Franchise Fees & Royalties	\$26,368.93	\$98,395.08	\$218,000.00	45.14%	\$119,604.92
	Total Franchise Fees	\$26,368.93	\$98,395.08	\$218,000.00	45.14%	\$119,604.92
Licenses and Permits						
001-000-000-322-30-00-00	Animal Licenses	\$34.05	\$64.05	\$4,500.00	1.42%	\$4,435.95
001-000-000-322-90-00-00	Gun Permits	\$0.00	\$156.00	\$750.00	20.80%	\$594.00
001-000-000-322-99-00-00	Medina Business Licenses	\$2,100.00	\$2,100.00	\$25,000.00	8.40%	\$22,900.00
	Total Licenses and Permits	\$2,134.05	\$2,320.05	\$30,250.00	7.67%	\$27,929.95
Intergovernmental						
001-000-000-336-06-21-00	Mvet-Criminal Justice-Pop.	\$300.59	\$601.30	\$1,166.00	51.57%	\$564.70
001-000-000-336-06-26-00	Criminal Justice-Special	\$1,050.02	\$2,100.44	\$4,081.00	51.47%	\$1,980.56
001-000-000-336-06-51-00	DUI/Other Criminal Justice	\$84.42	\$168.85	\$0.00		(\$168.85)
001-000-000-336-06-94-00	Liquor Excise Tax	\$4,864.71	\$9,160.99	\$20,055.00	45.68%	\$10,894.01
001-000-000-336-06-95-00	Liquor Control Board Profits	\$0.00	\$3,490.54	\$21,484.00	16.25%	\$17,993.46
001-000-000-336-06-95-01	Liquor Control Board Profits-	\$0.00	\$1,946.70	\$0.00		(\$1,946.70)
	Total Intergovernmental	\$6,299.74	\$17,468.82	\$46,786.00	37.34%	\$29,317.18

Charges for Goods and Services						
001-000-000-341-99-00-00	Passport & Naturalization Fees	\$35.00	\$210.00	\$1,000.00	21.00%	\$790.00
001-000-000-342-11-00-00	Hunts Point Police Contract	\$92,277.42	\$92,277.42	\$378,984.00	24.35%	\$286,706.58
Total Charges for Goods and Services		\$92,312.42	\$92,487.42	\$379,984.00	24.34%	\$287,496.58
Fines and Penalties						
001-000-000-353-10-00-00	Municipal Court-Traffic Infrac	\$9,592.30	\$18,633.75	\$30,000.00	62.11%	\$11,366.25
Non-Court Fines, Forfeitures and						
001-000-000-359-90-00-00	Misc. Fines, Penalties, Code	\$0.00	\$700.00	\$0.00		(\$700.00)
Total Non-Court Fines, Forfeitures		\$0.00	\$700.00	\$0.00		(\$700.00)
Total Fines and Penalties		\$9,592.30	\$19,333.75	\$30,000.00	64.45%	\$10,666.25
Miscellaneous Revenues						
001-000-000-361-11-00-00	Investment Interest Earnings	\$20,286.65	\$103,531.66	\$145,000.00	71.40%	\$41,468.34
001-000-000-361-40-00-00	Sales Interest	\$197.04	\$969.68	\$6,000.00	16.16%	\$5,030.32
001-000-000-362-00-00-10	Rents & Leases	\$0.00	\$0.00	\$30,631.00	0.00%	\$30,631.00
001-000-000-362-00-00-20	Post Office Facility Lease	\$7,895.83	\$23,687.49	\$93,054.00	25.46%	\$69,366.51
001-000-000-369-91-00-00	Other	\$0.00	\$4,811.55	\$3,500.00	137.47%	(\$1,311.55)
001-000-000-369-91-00-10	Other-Copies	\$0.00	\$0.00	\$75.00	0.00%	\$75.00
001-000-000-369-91-00-15	Other-Fingerprinting	\$0.00	\$0.00	\$400.00	0.00%	\$400.00
001-000-000-369-91-00-35	Other-Notary	\$0.00	\$0.00	\$100.00	0.00%	\$100.00
001-000-000-369-91-00-45	Other-Reports	\$0.00	\$0.00	\$60.00	0.00%	\$60.00
Total Miscellaneous Revenues		\$28,379.52	\$133,000.38	\$278,820.00	47.70%	\$145,819.62
Non Revenues						
001-000-000-382-10-00-01	Refundable Deposits - DS	\$0.00	\$10,000.00	\$0.00		(\$10,000.00)
Total Non Revenues		\$0.00	\$10,000.00	\$0.00		(\$10,000.00)
Total General Fund		\$1,468,827.01	\$2,857,968.00	\$8,856,387.00	32.27%	\$5,998,419.00
City Street Fund						
Intergovernmental Revenues						
101-000-000-334-03-60-00	WA DOE Nat'l Pollution	\$0.00	\$0.00	\$65,000.00	0.00%	\$65,000.00
101-000-000-336-00-71-00	Multimodal Transportation -	\$0.00	\$911.93	\$3,236.00	28.18%	\$2,324.07
101-000-000-336-00-87-00	Motor Fuel Tax(unrestricted)	\$3,986.93	\$16,999.07	\$50,983.00	33.34%	\$33,983.93
Total Intergovernmental Revenues		\$3,986.93	\$17,911.00	\$119,219.00	15.02%	\$101,308.00
Transfers-In						
101-000-000-397-00-10-00	Transfer to Street from General	\$37,916.67	\$151,666.68	\$455,000.00	33.33%	\$303,333.32
101-000-000-397-00-30-00	Transfer to Street from Capital	\$8,333.33	\$33,333.32	\$100,000.00	33.33%	\$66,666.68
Total Transfers-In		\$46,250.00	\$185,000.00	\$555,000.00	33.33%	\$370,000.00

Total City Street Fund		\$50,236.93	\$202,911.00	\$674,219.00	30.10%	\$471,308.00
Tree Fund						
103-000-000-345-89-00-00	Tree Replacement fees	\$0.00	\$0.00	\$3,075.00	0.00%	\$3,075.00
Total Tree Fund		\$0.00	\$0.00	\$3,075.00	0.00%	\$3,075.00
Contingency Fund						
302-000-000-361-11-00-00	Investment Interest Earnings	\$20,286.64	\$20,286.64	\$0.00		(\$20,286.64)
Total Contingency Fund		\$20,286.64	\$20,286.64	\$0.00		(\$20,286.64)
Capital Projects Fund						
Other Taxes						
307-000-000-318-34-00-00	Real Estate Excise Tax 1	\$30,826.12	\$137,208.09	\$600,000.00	22.87%	\$462,791.91
307-000-000-318-35-00-00	Real Estate Excise Tax 2	\$30,826.12	\$137,208.09	\$600,000.00	22.87%	\$462,791.91
Total Other Taxes		\$61,652.24	\$274,416.18	\$1,200,000.00	22.87%	\$925,583.82
307-000-000-334-06-91-02	Grant-Property II Levy	\$0.00	\$0.00	\$50,000.00	0.00%	\$50,000.00
307-000-000-361-11-00-00	Investment Interest Earnings	\$0.00	\$83,245.00	\$145,000.00	57.41%	\$61,755.00
Total Capital Projects Fund		\$61,652.24	\$357,661.18	\$1,395,000.00	25.64%	\$1,037,338.82
Development Services Fund						
401-000-000-322-10-00-00	Building Permits	\$72,711.51	\$241,546.02	\$635,000.00	38.04%	\$393,453.98
401-000-000-322-11-00-00	Building Permit - Technology	\$572.75	\$2,982.25	\$8,500.00	35.09%	\$5,517.75
401-000-000-345-81-00-00	Zoning	\$1,350.00	\$24,645.00	\$40,000.00	61.61%	\$15,355.00
401-000-000-345-89-00-00	Planning	\$4,152.60	\$26,542.30	\$100,000.00	26.54%	\$73,457.70
401-000-000-359-00-00-00	Misc, Fine, Penalties, Code	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
401-000-000-369-91-00-05	Other-CC Convenience Fees	\$2,083.41	\$8,543.37	\$20,000.00	42.72%	\$11,456.63
401-000-000-382-10-00-02	Refundable DS Advance	\$18,758.23	\$88,774.58	\$40,000.00	221.94%	(\$48,774.58)
401-000-000-382-10-00-03	Advanced Deposit Used to	\$7,041.77	\$24,725.42	\$145,000.00	17.05%	\$120,274.58
401-000-000-397-00-30-00	Transfer from GF to DS Fund	\$8,333.33	\$33,333.32	\$100,000.00	33.33%	\$66,666.68
Total Development Services Fund		\$115,003.60	\$451,092.26	\$1,090,000.00	41.38%	\$638,907.74
NonRevenue Trust Funds						
Agency Type Deposits						
State Remittances - Courts						
State Remittances - Emergency						
631-000-000-386-83-08-00	WA ST Emer Med and Trauma	\$371.09	\$675.26	\$0.00		(\$675.26)
631-000-000-386-83-31-00	WA St- Gen Fund 93	\$133.89	\$741.91	\$0.00		(\$741.91)
631-000-000-386-83-32-00	WA St-Traumatic Brain Inj	\$580.85	\$1,188.87	\$0.00		(\$1,188.87)
Total State Remittances -		\$1,085.83	\$2,606.04	\$0.00		(\$2,606.04)
State Remittances - Miscellaneous						
631-000-000-386-89-09-00	WA ST Hwy Account	\$9.14	\$280.16	\$0.00		(\$280.16)

631-000-000-386-89-12-00	WA State Access Comm Acct	\$49.99	\$49.99	\$0.00	(\$49.99)
631-000-000-386-89-14-00	WA St. Hwy Safety	\$7.64	\$90.28	\$0.00	(\$90.28)
631-000-000-386-89-15-00	Death Inv Account	\$1.60	\$35.50	\$0.00	(\$35.50)
631-000-000-386-89-16-00	Motor Vehicle Account	(\$37.50)	\$0.00	\$0.00	\$0.00
631-000-000-386-89-22-00	Congestion Relief Traffic Safety	\$37.50	\$50.00	\$0.00	(\$50.00)
631-000-000-386-89-26-00	Drivers Lic Tech Support	\$431.57	\$795.58	\$0.00	(\$795.58)
Total State Remittances -		\$499.94	\$1,301.51	\$0.00	(\$1,301.51)
Total State Remittances - Courts		\$1,585.77	\$3,907.55	\$0.00	(\$3,907.55)
State Remittances-Courts					
631-000-000-386-90-02-00	WA St-State Gen Fund 54	\$16.12	\$46.72	\$0.00	(\$46.72)
631-000-000-386-91-00-00	WA St-State Gen Fund 40	\$4,284.58	\$7,810.59	\$0.00	(\$7,810.59)
631-000-000-386-92-00-20	WA St-State Gen Fund 50	\$2,575.35	\$4,613.11	\$0.00	(\$4,613.11)
State Remittances - Crime Lab					
631-000-000-386-96-03-00	WA St-Lab-Bld/breath	\$4.29	\$8.58	\$0.00	(\$8.58)
Total State Remittances - Crime		\$4.29	\$8.58	\$0.00	(\$8.58)
State Remittances - Judicial					
631-000-000-386-97-05-00	WA St-Judicial Info Systems	\$328.93	\$1,727.88	\$0.00	(\$1,727.88)
Total State Remittances - Judicial		\$328.93	\$1,727.88	\$0.00	(\$1,727.88)
Total State Remittances-Courts		\$7,209.27	\$14,206.88	\$0.00	(\$14,206.88)
Total Agency Type Deposits		\$8,795.04	\$18,114.43	\$0.00	(\$18,114.43)

Expenditure

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund						
Legislative Services						
001-000-000-511-60-41-00	Professional Services	\$1,575.00	\$3,522.00	\$10,000.00	35.22%	\$6,478.00
001-000-000-511-60-41-01	Legislative Activities- Regional/Intergovt	\$0.00	\$2,335.68	\$7,000.00	33.37%	\$4,664.32
001-000-000-511-60-43-00	Travel & Training	\$0.00	\$1,735.24	\$10,000.00	17.35%	\$8,264.76
001-000-000-511-60-49-00	Miscellaneous	\$0.00	\$543.03	\$3,000.00	18.10%	\$2,456.97
001-000-000-511-60-49-10	Medina Days	\$0.00	\$0.00	\$50,000.00	0.00%	\$50,000.00
Total Legislative Services		\$1,575.00	\$8,135.95	\$80,000.00	10.17%	\$71,864.05
Municipal Court						
001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf	\$7,217.90	\$13,524.99	\$35,000.00	38.64%	\$21,475.01
Total Municipal Court		\$7,217.90	\$13,524.99	\$35,000.00	38.64%	\$21,475.01
Executive						
Salaries & Wages						
001-000-000-513-10-11-00	Salaries & Wages	\$20,005.88	\$75,916.40	\$229,021.00	33.15%	\$153,104.60
001-000-000-513-10-11-16	ICMA 457 Plan	\$400.00	\$1,600.00	\$4,800.00	33.33%	\$3,200.00
Total Salaries & Wages		\$20,405.88	\$77,516.40	\$233,821.00	33.15%	\$156,304.60
Personnel Benefits						
001-000-000-513-10-21-00	Personnel Benefits	\$4,960.51	\$15,615.50	\$43,282.00	36.08%	\$27,666.50
001-000-000-513-10-21-50	Auto Allowance	\$708.32	\$2,833.28	\$8,500.00	33.33%	\$5,666.72
Total Personnel Benefits		\$5,668.83	\$18,448.78	\$51,782.00	35.63%	\$33,333.22
001-000-000-513-10-41-00	Professional Services	\$3,000.00	\$9,000.00	\$36,000.00	25.00%	\$27,000.00
001-000-000-513-10-43-00	Travel & Training	\$0.00	\$225.93	\$3,000.00	7.53%	\$2,774.07
001-000-000-513-10-49-00	Miscellaneous	\$0.00	\$90.00	\$0.00		(\$90.00)
001-000-000-513-10-49-01	Dues, Subscriptions	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
Total Executive		\$29,074.71	\$105,281.11	\$325,603.00	32.33%	\$220,321.89
Finance Department						
001-000-000-514-20-11-00	Salaries & Wages	\$19,214.08	\$67,006.14	\$233,054.00	28.75%	\$166,047.86
001-000-000-514-20-11-16	ICMA 457 Plan	\$750.00	\$3,250.00	\$9,000.00	36.11%	\$5,750.00
001-000-000-514-20-21-00	Personnel Benefits	\$5,759.52	\$18,868.57	\$68,575.00	27.52%	\$49,706.43
001-000-000-514-20-21-17	Opt-Out Of Medical	\$0.00	\$0.00	\$5,754.00	0.00%	\$5,754.00
001-000-000-514-20-41-01	Professional Services	\$2,762.18	\$23,492.80	\$44,000.00	53.39%	\$20,507.20
001-000-000-514-20-42-00	Intergvtml Prof Serv-Auditors	\$1,855.91	\$19,908.71	\$25,000.00	79.63%	\$5,091.29
001-000-000-514-20-43-00	Travel & Training	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
001-000-000-514-20-46-00	Insurance (WCIA)	\$0.00	\$218,358.50	\$217,240.00	100.51%	(\$1,118.50)
001-000-000-514-20-49-00	Misc-Dues,Subscriptions	\$500.00	\$500.00	\$1,000.00	50.00%	\$500.00

001-000-000-514-20-49-10	Miscellaneous	\$265.38	\$1,235.55	\$15,000.00	8.24%	\$13,764.45
001-000-000-514-40-40-00	Election Services-Voter Regist	\$0.00	\$14,091.40	\$12,000.00	117.43%	(\$2,091.40)
Total Finance Department		\$31,107.07	\$366,711.67	\$632,123.00	58.01%	\$265,411.33
Legal Department						
001-000-000-515-41-40-00	City Attorney	\$26,261.00	\$82,046.56	\$365,000.00	22.48%	\$282,953.44
001-000-000-515-45-40-00	Special Counsel	\$0.00	\$0.00	\$100,000.00	0.00%	\$100,000.00
001-000-000-515-91-40-00	Public Defender	\$5,050.00	\$5,050.00	\$14,000.00	36.07%	\$8,950.00
001-000-000-515-93-40-10	Prosecuting Attorney	\$4,000.00	\$12,850.00	\$48,000.00	26.77%	\$35,150.00
Total Legal Department		\$35,311.00	\$99,946.56	\$527,000.00	18.97%	\$427,053.44
Central Services						
Salaries & Wages						
001-000-000-518-10-11-00	Salaries & Wages	\$19,350.25	\$72,783.04	\$337,380.00	21.57%	\$264,596.96
001-000-000-518-10-11-11	Longevity	\$854.46	\$3,417.84	\$9,209.00	37.11%	\$5,791.16
001-000-000-518-10-11-14	Education	\$150.00	\$600.00	\$1,800.00	33.33%	\$1,200.00
001-000-000-518-10-11-16	ICMA 457 Plan	\$500.00	\$2,000.00	\$12,000.00	16.67%	\$10,000.00
001-000-000-518-10-12-00	Overtime	\$1,038.31	\$5,167.97	\$0.00		(\$5,167.97)
Total Salaries & Wages		\$21,893.02	\$83,968.85	\$360,389.00	23.30%	\$276,420.15
Personnel Benefits						
001-000-000-518-10-21-00	Personnel Benefits	\$8,202.83	\$28,097.78	\$114,691.00	24.50%	\$86,593.22
Total Personnel Benefits		\$8,202.83	\$28,097.78	\$114,691.00	24.50%	\$86,593.22
Office and Operating						
001-000-000-518-10-31-00	Office And Operating Supplies	\$1,184.27	\$5,368.71	\$35,000.00	15.34%	\$29,631.29
Total Office and		\$1,184.27	\$5,368.71	\$35,000.00	15.34%	\$29,631.29
Other Services						
001-000-000-518-10-41-00	Professional Services	\$237.15	\$6,634.19	\$37,200.00	17.83%	\$30,565.81
001-000-000-518-10-42-00	Postage/Telephone	\$1,945.86	\$2,578.26	\$8,000.00	32.23%	\$5,421.74
001-000-000-518-10-43-00	Travel & Training	\$0.00	\$0.00	\$8,000.00	0.00%	\$8,000.00
001-000-000-518-10-44-00	Advertising	\$1,737.70	\$2,075.77	\$7,500.00	27.68%	\$5,424.23
001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste	\$2,886.19	\$11,502.34	\$28,000.00	41.08%	\$16,497.66
001-000-000-518-10-48-00	Repairs & Maint-Equipment	\$0.00	\$0.00	\$750.00	0.00%	\$750.00
001-000-000-518-10-49-10	Miscellaneous	\$0.00	\$969.25	\$6,000.00	16.15%	\$5,030.75
001-000-000-518-10-49-20	Dues, Subscriptions	\$4,026.25	\$4,051.25	\$700.00	578.75%	(\$3,351.25)
001-000-000-518-10-49-30	Postcard, Public information	\$801.16	\$1,455.75	\$18,000.00	8.09%	\$16,544.25
001-000-000-518-10-49-40	Photocopies	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
Total Other Services		\$11,634.31	\$29,266.81	\$114,650.00	25.53%	\$85,383.19
Building Maintenance						
001-000-000-518-30-45-00	Facility Rental	\$516.00	\$2,064.00	\$4,800.00	43.00%	\$2,736.00
001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg	\$1,520.43	\$11,669.79	\$60,000.00	19.45%	\$48,330.21

Total Building		\$2,036.43	\$13,733.79	\$64,800.00	21.19%	\$51,066.21
001-000-000-518-80-31-00	IT HW, SW, Operating Supplies	\$22.05	\$85.66	\$1,500.00	5.71%	\$1,414.34
001-000-000-518-80-41-50	Technical Services, Software Services	\$1,293.65	\$42,893.20	\$170,000.00	25.23%	\$127,106.80
001-000-000-518-80-41-60	Software Services	\$22,436.68	\$68,872.78	\$150,000.00	45.92%	\$81,127.22
001-000-000-518-80-48-00	Repairs & Maint., Annual Software Maint.	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00
Information Technology						
001-000-000-518-90-49-00	Misc.	\$156.63	\$1,197.92	\$0.00		(\$1,197.92)
Total Information		\$156.63	\$1,197.92	\$0.00		(\$1,197.92)
Total Central Services		\$68,859.87	\$273,485.50	\$1,026,030.00	26.65%	\$752,544.50
Police Operations						
Salaries & Wages						
001-000-000-521-20-11-00	Salaries & Wages	\$123,699.10	\$461,279.59	\$1,425,110.00	32.37%	\$963,830.41
001-000-000-521-20-11-11	Longevity	\$3,725.60	\$14,299.82	\$40,110.00	35.65%	\$25,810.18
001-000-000-521-20-11-14	Education	\$50.00	\$200.00	\$600.00	33.33%	\$400.00
001-000-000-521-20-11-16	ICMA 457 Plan	\$6,897.15	\$26,909.07	\$49,000.00	54.92%	\$22,090.93
001-000-000-521-20-11-17	Opt-Out Of Medical	\$5,109.12	\$16,371.06	\$40,234.00	40.69%	\$23,862.94
001-000-000-521-20-11-18	Night Shift Differential	\$1,122.65	\$8,149.16	\$20,808.00	39.16%	\$12,658.84
001-000-000-521-20-11-19	2% Physical Fitness Incentive	\$1,154.44	\$4,617.76	\$19,063.00	24.22%	\$14,445.24
001-000-000-521-20-12-00	Overtime	\$9,648.78	\$31,581.25	\$130,000.00	24.29%	\$98,418.75
001-000-000-521-20-12-01	Merit Pay	\$0.00	\$72,108.20	\$71,205.00	101.27%	(\$903.20)
001-000-000-521-20-13-00	Holiday Pay	\$0.00	\$195.57	\$72,811.00	0.27%	\$72,615.43
Total Salaries & Wages		\$151,406.84	\$635,711.48	\$1,868,941.00	34.01%	\$1,233,229.52
Personnel Benefits						
001-000-000-521-20-21-00	Personnel Benefits	\$45,543.50	\$168,416.38	\$536,540.00	31.39%	\$368,123.62
001-000-000-521-20-21-10	Personnel Benefits-Retirees	\$2,210.50	\$6,631.50	\$27,826.00	23.83%	\$21,194.50
001-000-000-521-20-22-00	Uniforms	\$3,038.03	\$5,564.49	\$17,500.00	31.80%	\$11,935.51
001-000-000-521-20-22-01	DOJ Bullet Proof Vest Program	\$0.00	\$2,074.75	\$4,000.00	51.87%	\$1,925.25
001-000-000-521-20-23-00	Tuition	\$0.00	\$0.00	\$6,000.00	0.00%	\$6,000.00
Total Personnel Benefits		\$50,792.03	\$182,687.12	\$591,866.00	30.87%	\$409,178.88
Supplies						
001-000-000-521-20-31-00	Office Supplies	\$3,393.63	\$14,497.73	\$15,000.00	96.65%	\$502.27
001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K	\$182.08	\$182.08	\$6,000.00	3.03%	\$5,817.92
001-000-000-521-20-31-40	Police Operating Supplies	\$520.75	\$849.67	\$20,000.00	4.25%	\$19,150.33
001-000-000-521-20-31-60	Ammo/Range (Targets, etc)	\$0.00	\$0.00	\$11,000.00	0.00%	\$11,000.00
001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash	\$3,170.96	\$11,445.96	\$35,000.00	32.70%	\$23,554.04
001-000-000-521-20-35-20	Firearms (Purchase & Repair)	\$69.87	\$106.21	\$2,500.00	4.25%	\$2,393.79
Total Supplies		\$7,337.29	\$27,081.65	\$89,500.00	30.26%	\$62,418.35
Other Services &						

001-000-000-521-20-41-00	Professional Services	\$298.46	\$1,411.47	\$4,000.00	35.29%	\$2,588.53
001-000-000-521-20-41-15	Dispatch Services-Norcom Trans	\$0.00	\$46,005.44	\$92,011.00	50.00%	\$46,005.56
001-000-000-521-20-41-20	Dispatch-EPSCA	\$3,079.44	\$6,158.88	\$15,000.00	41.06%	\$8,841.12
001-000-000-521-20-41-40	Marine Patrol Services	\$0.00	\$0.00	\$113,400.00	0.00%	\$113,400.00
001-000-000-521-20-41-41	Bellevue CARE program	\$0.00	\$2,732.57	\$8,500.00	32.15%	\$5,767.43
001-000-000-521-20-41-50	Recruitment-Background	\$169.00	\$2,005.43	\$5,000.00	40.11%	\$2,994.57
001-000-000-521-20-41-55	Jail Service-Prisoner Board	\$592.83	\$1,903.83	\$14,000.00	13.60%	\$12,096.17
001-000-000-521-20-41-60	Prisoner Transport	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
001-000-000-521-20-42-00	Communications (phone,Pager)	\$1,411.33	\$4,166.22	\$18,000.00	23.15%	\$13,833.78
001-000-000-521-20-43-00	Travel & Training	\$0.00	\$12,432.68	\$20,000.00	62.16%	\$7,567.32
001-000-000-521-20-45-00	Equipment-Lease & Rentals	\$514.93	\$1,286.81	\$2,000.00	64.34%	\$713.19
001-000-000-521-20-48-00	Repairs & Maint-Equip & Evidence SW	\$0.00	\$0.00	\$12,000.00	0.00%	\$12,000.00
001-000-000-521-20-48-10	Repairs & Maint-Automobiles	\$1,130.57	\$3,982.97	\$10,000.00	39.83%	\$6,017.03
001-000-000-521-20-49-30	Animal Control	\$0.00	\$470.00	\$0.00		(\$470.00)
001-000-000-521-20-49-40	Dues,Subcriptions,Memberships	\$1,500.00	\$4,810.39	\$6,000.00	80.17%	\$1,189.61
001-000-000-521-20-49-41	Lexipol Manuals	\$0.00	\$6,627.52	\$9,000.00	73.64%	\$2,372.48
001-000-000-521-20-49-60	Crime Prevention/Public Educ	\$1,854.00	\$1,854.00	\$7,500.00	24.72%	\$5,646.00
Total Other Services &		\$10,550.56	\$95,848.21	\$336,911.00	28.45%	\$241,062.79
Total Police Operations		\$220,086.72	\$941,328.46	\$2,887,218.00	32.60%	\$1,945,889.54
Fire & Medical Aid						
001-000-000-522-20-41-00	Fire Control Services	\$0.00	\$0.00	\$1,060,791.00	0.00%	\$1,060,791.00
Total Fire & Medical Aid		\$0.00	\$0.00	\$1,060,791.00	0.00%	\$1,060,791.00
Public Housing Services-						
001-000-000-551-10-40-00	Public Housing Services - ARCH	\$0.00	\$10,865.00	\$38,066.00	28.54%	\$27,201.00
Total Public Housing		\$0.00	\$10,865.00	\$38,066.00	28.54%	\$27,201.00
Environmental Services						
001-000-000-553-10-40-00	Land & Water Conservation Resources-	\$1,219.00	\$1,219.00	\$3,804.00	32.05%	\$2,585.00
001-000-000-553-70-40-00	Pollution Prevention - Puget Sound Clean	\$0.00	\$13,273.00	\$13,273.00	100.00%	\$0.00
Total Environmental		\$1,219.00	\$14,492.00	\$17,077.00	84.86%	\$2,585.00
Development Services Dept						
Salaries & Wages						
001-000-000-558-60-11-00	Salaries & Wages	\$5,587.01	\$10,258.19	\$67,305.00	15.24%	\$57,046.81
001-000-000-558-60-11-16	ICMA 457 Plan	\$250.00	\$1,000.00	\$3,000.00	33.33%	\$2,000.00
001-000-000-558-60-11-17	Opt-Out of Medical	\$250.00	\$750.00	\$0.00		(\$750.00)
Total Salaries & Wages		\$6,087.01	\$12,008.19	\$70,305.00	17.08%	\$58,296.81
Personnel Benefits						
001-000-000-558-60-21-00	Personnel Benefits	\$1,639.63	\$3,216.10	\$15,940.00	20.18%	\$12,723.90
Total Personnel Benefits		\$1,639.63	\$3,216.10	\$15,940.00	20.18%	\$12,723.90

Other Services &						
001-000-000-558-60-41-01	Planning Consultant	\$0.00	\$0.00	\$150,000.00	0.00%	\$150,000.00
001-000-000-558-60-41-03	Code Enforcement	\$619.00	\$619.00	\$5,000.00	12.38%	\$4,381.00
001-000-000-558-60-41-50	Landscape Consultant	\$0.00	\$9,975.00	\$0.00		(\$9,975.00)
Total Other Services &		\$619.00	\$10,594.00	\$155,000.00	6.83%	\$144,406.00
Development Services						
001-000-000-558-62-41-00	Special Planning Projects	\$0.00	\$0.00	\$34,000.00	0.00%	\$34,000.00
001-000-000-558-66-49-00	Misc. (dues, Subscrip)	\$0.00	\$4,150.00	\$6,500.00	63.85%	\$2,350.00
Total Development Services		\$8,345.64	\$29,968.29	\$281,745.00	10.64%	\$251,776.71
Mental Health Services -						
001-000-000-564-60-40-00	Mental Health Services-KC Substance	\$0.00	\$196.11	\$1,000.00	19.61%	\$803.89
Total Mental Health		\$0.00	\$196.11	\$1,000.00	19.61%	\$803.89
Recreational Services						
001-000-000-571-00-10-00	Salaries & Wages - Lifeguards	\$0.00	\$0.00	\$32,000.00	0.00%	\$32,000.00
001-000-000-571-00-20-00	Personnel Benefits - Lifeguards	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
001-000-000-571-00-30-00	Uniforms - Lifeguards	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
001-000-000-571-00-32-00	Miscellaneous - Lifeguards	\$193.30	\$193.30	\$7,300.00	2.65%	\$7,106.70
Total Recreational Services		\$193.30	\$193.30	\$44,300.00	0.44%	\$44,106.70
Parks Department						
001-000-000-576-80-10-00	Seasonal Salaries & Wages	\$0.00	\$0.00	\$22,089.00	0.00%	\$22,089.00
001-000-000-576-80-11-00	Salaries & Wages	\$26,220.29	\$99,226.34	\$331,718.00	29.91%	\$232,491.66
001-000-000-576-80-11-11	Longevity	\$636.12	\$2,730.48	\$7,633.00	35.77%	\$4,902.52
001-000-000-576-80-11-14	Education	\$240.00	\$960.00	\$3,240.00	29.63%	\$2,280.00
001-000-000-576-80-11-16	ICMA 457 Plan	\$2,970.00	\$11,880.00	\$10,800.00	110.00%	(\$1,080.00)
001-000-000-576-80-11-17	Opt-Out Of Medical	\$1,671.86	\$5,015.58	\$7,806.00	64.25%	\$2,790.42
001-000-000-576-80-12-00	Overtime	\$0.00	\$854.20	\$15,000.00	5.69%	\$14,145.80
Personnel Benefits						
001-000-000-576-80-21-00	Personnel Benefits	\$11,470.82	\$39,536.83	\$118,429.00	33.38%	\$78,892.17
001-000-000-576-80-22-00	Uniforms	\$0.00	\$276.71	\$2,800.00	9.88%	\$2,523.29
Total Personnel Benefits		\$11,470.82	\$39,813.54	\$121,229.00	32.84%	\$81,415.46
Supplies						
001-000-000-576-80-31-00	Operating Supplies	\$668.59	\$11,393.32	\$37,000.00	30.79%	\$25,606.68
001-000-000-576-80-32-00	Vehicle Fuel & Lube	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
Total Supplies		\$668.59	\$11,393.32	\$42,000.00	27.13%	\$30,606.68
Other Services &						
001-000-000-576-80-41-00	Professional Services	(\$9,973.35)	(\$9,156.52)	\$20,000.00	-45.78%	\$29,156.52
001-000-000-576-80-41-04	Professional Services-Misc	\$4,561.94	\$10,117.80	\$4,000.00	252.95%	(\$6,117.80)
001-000-000-576-80-41-05	Miscellaneous	\$0.00	\$1,200.00	\$0.00		(\$1,200.00)

001-000-000-576-80-42-00	Telephone/postage	\$581.90	\$1,748.16	\$8,000.00	21.85%	\$6,251.84
001-000-000-576-80-43-00	Travel & Training	\$0.00	\$159.83	\$4,000.00	4.00%	\$3,840.17
001-000-000-576-80-47-00	Utilities	\$1,108.26	\$8,788.58	\$28,000.00	31.39%	\$19,211.42
001-000-000-576-80-48-00	Repair & Maint Equipment	\$0.00	\$0.00	\$12,500.00	0.00%	\$12,500.00
001-000-000-576-80-49-00	Miscellaneous, annual lease	\$0.00	\$0.00	\$600.00	0.00%	\$600.00
001-000-000-576-80-49-01	Misc-Property Tax	\$390.52	\$390.52	\$450.00	86.78%	\$59.48
Total Other Services &		(\$3,330.73)	\$13,248.37	\$77,550.00	17.08%	\$64,301.63
Capital Outlay						
001-000-000-576-80-63-00	Park Improvements	\$0.00	(\$572.41)	\$0.00		\$572.41
Total Capital Outlay		\$0.00	(\$572.41)	\$0.00		\$572.41
Total Parks Department		\$40,546.95	\$184,549.42	\$639,065.00	28.88%	\$454,515.58
Nonexpenditures						
001-000-000-582-10-00-02	Refund of DS Adv Deposit	\$519.75	\$519.75	\$0.00		(\$519.75)
Total Nonexpenditures		\$519.75	\$519.75	\$0.00		(\$519.75)
Capital Expenditures						
001-000-000-594-14-64-00	City Hall IT HW/SW >\$5K Capital Outlay	\$0.00	\$46,656.90	\$46,295.00	100.78%	(\$361.90)
001-000-000-594-18-64-00	City Hall Capital >\$5K	\$17.22	\$49.29	\$0.00		(\$49.29)
001-000-000-594-21-64-10	Police HW/SW Equipment >\$5K Capital	\$0.00	\$119.11	\$66,500.00	0.18%	\$66,380.89
001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost	\$5,242.04	\$68,603.15	\$93,600.00	73.29%	\$24,996.85
001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost	\$1,909.10	\$9,366.25	\$27,600.00	33.94%	\$18,233.75
001-000-000-594-76-30-00	Parks Improvements	\$0.00	\$0.00	\$9,000.00	0.00%	\$9,000.00
001-000-000-594-76-64-00	Parks Capital Outlay	\$0.00	\$0.00	\$180,000.00	0.00%	\$180,000.00
Total Capital Expenditures		\$7,168.36	\$124,794.70	\$422,995.00	29.50%	\$298,200.30
General Operating Transfers						
001-000-000-597-00-00-03	Transfer from General to Street	\$37,916.67	\$151,666.68	\$455,000.00	33.33%	\$303,333.32
001-000-000-597-00-30-04	Trans from GF to Dev. Serv. Fund	\$8,333.33	\$33,333.32	\$100,000.00	33.33%	\$66,666.68
Total General Operating		\$46,250.00	\$185,000.00	\$555,000.00	33.33%	\$370,000.00
Total General Fund		\$497,475.27	\$2,358,992.81	\$8,573,013.00	27.52%	\$6,214,020.19
City Street Fund						
101-000-000-542-30-10-00	Seasonal worker street	\$0.00	\$0.00	\$13,800.00	0.00%	\$13,800.00
101-000-000-542-30-11-00	Salaries & Wages	\$17,313.54	\$65,484.25	\$221,146.00	29.61%	\$155,661.75
101-000-000-542-30-11-11	Longevity	\$424.08	\$1,820.32	\$5,089.00	35.77%	\$3,268.68
101-000-000-542-30-11-14	Education	\$160.00	\$640.00	\$2,200.00	29.09%	\$1,560.00
101-000-000-542-30-11-16	ICMA 457 Plan	\$1,980.00	\$7,920.00	\$7,200.00	110.00%	(\$720.00)
101-000-000-542-30-11-17	Opt-Out Of Medical	\$1,114.56	\$3,343.68	\$5,212.00	64.15%	\$1,868.32
101-000-000-542-30-12-00	Overtime	\$0.00	\$569.47	\$12,000.00	4.75%	\$11,430.53
Personnel Benefits						

101-000-000-542-30-21-00	Personnel Benefits	\$7,375.23	\$25,235.07	\$78,952.00	31.96%	\$53,716.93
101-000-000-542-30-22-00	Uniforms	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
Total Personnel Benefits		\$7,375.23	\$25,235.07	\$81,952.00	30.79%	\$56,716.93
Supplies						
101-000-000-542-30-31-00	Operating & Maintenance Supplies	\$372.45	\$1,318.98	\$7,000.00	18.84%	\$5,681.02
101-000-000-542-30-35-00	Small Tools/minor Equipment	\$539.32	\$539.32	\$8,000.00	6.74%	\$7,460.68
Total Supplies		\$911.77	\$1,858.30	\$15,000.00	12.39%	\$13,141.70
101-000-000-542-30-41-00	Professional Services	\$16,161.63	\$43,994.56	\$60,000.00	73.32%	\$16,005.44
101-000-000-542-30-41-03	NPDES Grant	\$1,544.27	\$1,877.40	\$60,000.00	3.13%	\$58,122.60
101-000-000-542-30-41-10	Road & Street Maintenance	\$0.00	\$0.00	\$11,000.00	0.00%	\$11,000.00
101-000-000-542-30-45-00	Machine/Facility Rental	\$0.00	\$986.82	\$4,000.00	24.67%	\$3,013.18
101-000-000-542-30-47-00	Utility Services	\$71.76	\$265.05	\$1,000.00	26.51%	\$734.95
101-000-000-542-30-48-00	Equipment Maintenance	\$0.00	\$0.00	\$7,000.00	0.00%	\$7,000.00
101-000-000-542-40-41-00	Storm Drain Maintenance	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00
Traffic And Pedestrian						
101-000-000-542-63-41-00	Street Light Utilities	\$1,838.47	\$6,993.11	\$22,500.00	31.08%	\$15,506.89
101-000-000-542-64-41-00	Traffic Control Devices	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
101-000-000-542-66-41-00	Snow & Ice Removal	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
101-000-000-542-67-41-00	Street Cleaning	\$4,125.38	\$5,661.84	\$78,000.00	7.26%	\$72,338.16
Total Traffic And		\$5,963.85	\$12,654.95	\$112,500.00	11.25%	\$99,845.05
Roadside						
101-000-000-542-70-40-00	Street Irrigation Utilities	\$85.61	\$1,121.98	\$18,000.00	6.23%	\$16,878.02
Total Roadside		\$85.61	\$1,121.98	\$18,000.00	6.23%	\$16,878.02
Capital Expenditures						
101-000-000-594-42-64-00	Street Capital Equipment	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
Total Capital Expenditures		\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
Total City Street Fund		\$53,106.30	\$167,771.85	\$657,099.00	25.53%	\$489,327.15
Tree Fund						
103-000-000-558-60-41-50	Professional Services/Landscape	\$2,922.95	\$2,922.95	\$0.00		(\$2,922.95)
103-000-000-558-60-49-10	Miscellaneous-Tree Replacement	\$0.00	\$261.42	\$30,000.00	0.87%	\$29,738.58
Total Tree Fund		\$2,922.95	\$3,184.37	\$30,000.00	10.61%	\$26,815.63
Capital Projects Fund						
307-000-000-582-20-00-00	Refund of Retainage Deposits	\$0.00	\$8,754.91	\$0.00		(\$8,754.91)
307-000-000-594-18-60-00	Building Improvements	\$17,019.84	\$51,492.89	\$150,000.00	34.33%	\$98,507.11
307-000-000-594-76-63-20	Park Improvements	\$477.05	\$477.05	\$420,000.00	0.11%	\$419,522.95
307-000-000-595-30-63-01	Street Improvements, Overlays	\$10,548.54	\$13,779.29	\$260,000.00	5.30%	\$246,220.71
307-000-000-595-30-63-02	Storm Sewer Improvements	\$36,948.40	\$38,770.86	\$250,000.00	15.51%	\$211,229.14

307-000-000-595-30-63-10	Sidewalk Improvements	\$1,422.13	\$1,422.13	\$200,000.00	0.71%	\$198,577.87
307-000-000-595-30-63-18	Medina Park Ponds	\$0.00	\$1,269.50	\$0.00		(\$1,269.50)
Transfer Out						
307-000-000-597-44-30-00	Transfer from Capital to Street	\$8,333.33	\$33,333.32	\$100,000.00	33.33%	\$66,666.68
Total Transfer Out		\$8,333.33	\$33,333.32	\$100,000.00	33.33%	\$66,666.68
Total Capital Projects Fund		\$74,749.29	\$149,299.95	\$1,380,000.00	10.82%	\$1,230,700.05
Development Services Fund						
401-000-000-555-50-41-08	Sound Testing Consultant	\$0.00	\$735.00	\$0.00		(\$735.00)
401-000-000-558-50-03-00	Insurance Allocation (WCIA)	\$0.00	\$39,954.50	\$40,031.00	99.81%	\$76.50
401-000-000-558-50-04-00	City Attorney, Dev. Serv.	\$4,050.00	\$7,875.00	\$0.00		(\$7,875.00)
401-000-000-558-50-05-00	Technical Services, Software Services	\$0.00	\$5,538.06	\$26,250.00	21.10%	\$20,711.94
401-000-000-558-50-41-06	Building Inspector Contract	\$0.00	\$0.00	\$2,500.00	0.00%	\$2,500.00
401-000-000-558-50-41-07	Engineering Consultant	\$10,980.01	\$20,534.44	\$85,000.00	24.16%	\$64,465.56
401-000-000-558-50-41-50	Arborist	\$6,675.00	\$6,675.00	\$50,000.00	13.35%	\$43,325.00
401-000-000-558-50-41-55	Shoreline Consultant	\$6,625.50	\$13,731.30	\$32,000.00	42.91%	\$18,268.70
401-000-000-558-60-11-00	Salaries & Wages	\$28,266.11	\$119,784.23	\$342,168.00	35.01%	\$222,383.77
401-000-000-558-60-11-11	Longevity	\$153.92	\$615.68	\$0.00		(\$615.68)
401-000-000-558-60-11-14	Education	\$200.00	\$1,224.00	\$2,400.00	51.00%	\$1,176.00
401-000-000-558-60-11-16	ICMA 457 Plan	\$1,000.00	\$4,000.00	\$12,000.00	33.33%	\$8,000.00
401-000-000-558-60-11-17	Opt-Out of Medical	\$1,593.64	\$4,780.92	\$5,408.00	88.40%	\$627.08
401-000-000-558-60-12-00	Overtime	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
401-000-000-558-60-21-00	Personnel Benefits	\$10,330.43	\$37,715.49	\$103,950.00	36.28%	\$66,234.51
401-000-000-558-60-31-00	Operating Supplies	\$45.22	\$45.22	\$1,500.00	3.01%	\$1,454.78
401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.	\$0.00	\$33.19	\$1,000.00	3.32%	\$966.81
401-000-000-558-60-41-00	Professional Services	\$0.00	\$0.00	\$35,000.00	0.00%	\$35,000.00
401-000-000-558-60-41-01	Planning Consultant	\$16,840.20	\$42,892.59	\$175,000.00	24.51%	\$132,107.41
401-000-000-558-60-41-02	Hearing Examiner	\$0.00	\$0.00	\$20,000.00	0.00%	\$20,000.00
401-000-000-558-60-42-00	Communications	\$0.00	\$416.16	\$5,000.00	8.32%	\$4,583.84
401-000-000-558-60-43-00	Travel & Training	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
401-000-000-558-60-49-00	Dues, Subscriptions, Memberships	\$0.00	\$1,496.29	\$3,600.00	41.56%	\$2,103.71
401-000-000-558-60-49-10	Miscellaneous	\$3,015.78	\$9,214.88	\$24,000.00	38.40%	\$14,785.12
401-000-000-582-10-00-01	Refund of PGB/CMP Deposits (DS)	\$0.00	\$10,000.00	\$0.00		(\$10,000.00)
401-000-000-582-10-00-02	Refund of DS Adv Deposits	\$0.00	\$7,039.63	\$40,000.00	17.60%	\$32,960.37
401-000-000-594-60-64-00	DS- IT HW/SW >\$5K Capital Outlay	\$0.00	\$21,256.61	\$30,000.00	70.86%	\$8,743.39
Total Development Services Fund		\$89,775.81	\$355,558.19	\$1,044,807.00	34.03%	\$689,248.81
NonRevenue Trust Funds						
Expenditure						
Non-Expenditures						
Agency Type Disbursements						
631-000-000-586-00-01-00	WA St-Auto Theft Protection	\$176.91	\$176.91	\$0.00		(\$176.91)
631-000-000-586-00-02-00	WA ST Traumatic Brain Injury	\$886.77	\$886.77	\$0.00		(\$886.77)
631-000-000-586-00-03-00	WA St-State Highway Safety	\$86.46	\$86.46	\$0.00		(\$86.46)
631-000-000-586-00-04-00	WA ST Death Inv Account	\$34.70	\$34.70	\$0.00		(\$34.70)

631-000-000-586-83-08-00	WA St -Emer Med and Trauma	\$449.21	\$449.21	\$0.00	(\$449.21)
631-000-000-586-89-09-00	WA ST Highway Account	\$275.59	\$275.59	\$0.00	(\$275.59)
631-000-000-586-89-26-00	Drivers Lic Tech Support	\$524.79	\$524.79	\$0.00	(\$524.79)
631-000-000-586-90-02-00	WA State Gen Fund 54	\$31.59	\$31.59	\$0.00	(\$31.59)
631-000-000-586-91-00-00	WA St-State Gen Fund 40	\$5,144.34	\$5,144.34	\$0.00	(\$5,144.34)
631-000-000-586-92-00-00	WA St-State Gen Fund 50	\$2,988.77	\$2,988.77	\$0.00	(\$2,988.77)
631-000-000-586-96-03-00	WA St-Lab-Bld/breath	\$5.72	\$5.72	\$0.00	(\$5.72)
631-000-000-586-97-05-00	WA St-JIS	\$667.29	\$667.29	\$0.00	(\$667.29)
	Total Agency Type	\$11,272.14	\$11,272.14	\$0.00	(\$11,272.14)
631-000-000-589-30-01-00	Dept Of Lic-Gun Permit	\$0.00	\$234.00	\$0.00	(\$234.00)
631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi	\$106.00	\$270.00	\$0.00	(\$270.00)
631-000-000-589-30-03-00	WA St-Bldg Code Fee	\$158.40	\$158.40	\$0.00	(\$158.40)
	Total Non-Expenditures	\$11,536.54	\$11,934.54	\$0.00	(\$11,934.54)
	Total Expenditure	\$11,536.54	\$11,934.54	\$0.00	(\$11,934.54)
	Total NonRevenue Trust Funds	\$11,536.54	\$11,934.54	\$0.00	(\$11,934.54)



CITY OF MEDINA

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

Date: May 11, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Dawn Nations, Acting City Clerk
Subject: Central Services Department Monthly Report

MAY AND JUNE PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
Memorial Day – City Hall Closed	May 25		
City Council Regular Meeting and Retreat	May 26	5:00 pm	In-Person/Online
Park Board Meeting	May 18	5:00 pm	In-Person/Online
Planning Commission Special Meeting	May 19	6:00 pm	In-Person/Online
Planning Commission Meeting	May 27	6:00 pm	In-Person/Online
City Council Special and Regular Meeting	June 8	5:00 pm	In-Person/Online
City Council Special and Regular Meeting	June 22	5:00 pm	In-Person/Online
Planning Commission Meeting	June 23	6:00 pm	In-Person/Online

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

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: In April 2026 the city sent 18 bulletins to 214,559 recipients.

RECORDS REQUESTS

During the month of April 25 public records requests were received by Central Services. See **Attachment 1**.

**ATTACHMENT 1**

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

DATE: May 11, 2026

TO: Mayor and City Council

From: Dawn Nations, Acting City Clerk

Subject: April 2026, Public Records Request Tracking

In April 2026, Central Services staff received **25** 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 April cost, which includes staff hourly rate plus benefits and City Attorney fees, is approximately **\$580**

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In April 2026, the Police Department received **8** new records requests. These requests required approximately **2 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall April cost, which includes staff hourly rate plus benefits, is approximately **\$180**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

ATTACHMENT 1

April 2026 Monthly PRR Report

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
26-111	Parcel 920890-0006, Permit CAP-25-038 This is a basement remodel. We're trying to see if the work is complete. You've already sent the plans.	David McCourt	4/30/2026	Finance	Dawn Nations
26-110	Hi, I am trying to locate contact information for the last Tram that was installed in Medina. I'm not exactly sure how to make this request, but I would take either the address of the property or the name of the company that handled the permitting process. For a date range: Present back to 01/01/2010 Request: last Tram permit issued during this time period	David Martin	4/30/2026	Development Services	Dawn Nations
26-109	Recording of City Council Special and Regular Meeting of April 27 2026	Ryan Packerr	4/30/2026	Central Services	Dawn Nations
26-108	What I am requesting for prompt disclosure are records in your possession detailing your discussions about [1] Denim Day as an event that (i) is very much intricately linked with Sexual Assault Awareness Month (SAAM); (ii) is held on the last Wednesday of the month of April; (iii) has historically served to shed a spotlight on women who have encountered chauvinism, misogyny and sexism; (iv) has historically served to shed a spotlight on women who were blamed for provoking incidents of sexual harassment, sexual assault and/or rape they were the victim of; (v) has historically served to shed a spotlight on women who have had their complaints of sexual harassment, sexual assault and/or rape relegated to "misunderstandings;" [2] the manner in which your local government agency has commemorated Denim Day/SAAM beginning April 2009; [3] Eliza Dushku as an internationally renowned woman who had on (or around) December 19, 2018 recognized that (i) she had signed an employment contract with CBS to feature as a main character in the TV series called "Bull;" (ii) she was sexually harassed by Michael Weatherly shortly after beginning to work at CBS on the TV series known as "Bull;" (iii) the sexual harassment she experienced at CBS was captured on video; (iv) the sexual harassment she experienced at CBS was relegated to a "misunderstanding" which was attributed to her "humor deficit;" (v) she is blacklisted from working in Hollywood because she filed a complaint of employment discrimination that has had implications for Title VII of the 1964 and 1991 Civil Rights Act; [4] Michael A. Ayele (a.k.a.) W as a Black Bachelor of Arts (B.A.) Degree graduate of Westminster College (Fulton, Missouri) who (i) has spent 7 (seven) Denim Days/Sexual Assault Awareness Month (SAAM) in the territory of the United States of America	Michael A. Ayele (a.k.a) W	4/29/2026	Human Resources	Dawn Nations

ATTACHMENT 1

26-107	Please send me the building plans, permits and building information for property located at 2837 Evergreen Point Rd, Medina, WA 98039	Jason Decker	4/28/2026	Development Services	Dawn Nations
26-105	Parcel 920890-0006, 2307 Evergreen Pt Rd, B-25-055 Thanks!	David McCourt	4/28/2026	Development Services	Dawn Nations
26-104	Parcel 326230-0490, 2045 - 78th Ave NE, B-24-078	David McCourt	4/28/2026	Development Services	Dawn Nations
26-103	Parcel 326230-0990, 2427 79thth Ave NE, B-25-043	David McCourt	4/28/2026	Development Services	Dawn Nations
26-102	Looking for all certificates of occupancy, permits, blueprints, etc for 2018 renovations at 329 Overlake Drive East	James W Moses	4/27/2026	Development Services	Dawn Nations
26-101	Good Afternoon, my name is Antonio and I am a project coordinator for Terrane Land Surveying; we attempting to obtain some utility information for use in our surveying work. I am tasked with obtaining utility GIS/As-built (water, storm & sewer) maps with all structures, manholes, pipe diameters, and contours for the following parcels: Terrane Job No.131357 – 3326 78th Place Northeast, Medina 98039 – Parcel# 7397300060 Including several adjacent parcels to the site. Is this information you would be able to provide? Please let me know any additional districts or entities I should reach out to. Thank you in advance for your assistance!	Antonio Antonio	4/27/2026	Development Services	Dawn Nations
26-100	Parcel 938910-0055, 484 Overlake DR E, B-25-059	David McCourt	4/27/2026	Development Services	Dawn Nations
26-99	I would like all information including but not limited to plan design, permits and tree retention plans for 1076 Lake Washington Blvc	Elaine Brown Brockenbro ugh	4/24/2026	Development Services	Dawn Nations
26-96	I would like a copy of the development plans for 7648, 7808 and 7816 NE 12th Street, Medina	Davis amland	4/23/2026	Development Services	Dawn Nations

ATTACHMENT 1

Hi there, I stopped by City Hall this afternoon and spoke with Craig, who explained the process for obtaining documents related to our new neighbor's proposed construction project. Could you please provide the building application records for 300 Overlake Dr E, which was recently purchased by R. Suresh (Trust) in late 2025. I understand a building permit may have already been submitted. We are interested in reviewing all documents associated with the application, particularly any steep slope studies, original grade surveys, and top-of-slope determinations. Our interest stems from prior work done by the former owner, Fred Welk, who performed unpermitted grading on the property. Specifically, a large stone retaining wall was constructed within the steep slope area, and fill was added outward to level the lot. When we built our home in 2008, we were required to adhere strictly to the original slope and grading regulations. However, the adjacent property has been expanded beyond the original top-of-slope line. We are concerned that if the top of the retaining wall is being used as the current top-of-slope reference, it does not align with the original grade and slope conditions, and therefore may not be in compliance. Accordingly, we would appreciate any documentation that clarifies the original grade, top-of-slope, and how these are being treated in the current application. Thank

26-95	you for your assistance.	Jama Fox	4/22/2026	Development Services	Dawn Nations
26-93	Medina Elementary Certificate of Occupancy to fulfill licensing needs for boys and girls club preschool after-school program.	Hannah Gillette	4/21/2026	Development Services	Dawn Nations
26-92	I am looking for any and all building permits, certificates of occupancy, and approved blueprints for 329 Overlake Drive East from 1977.	James W Moses	4/20/2026	Development Services	Dawn Nations
26-91	Please provide all plans, drawings, and permits related to demolition and construction projects at 2618 80th AVE NE, Medina WA 98039.	Brian Fletcher	4/17/2026	Development Services	Dawn Nations

ATTACHMENT 1

What I am requesting for prompt disclosure are records in your possession detailing your discussions about [1] the decision of the United Nations (U.N) to recognize on (or around) February 01st 2013 that (i) “conditions that give rise to ill-treatment frequently facilitate torture;” (ii) the United States of America (U.S.A) should “prohibit, prevent and redress torture and ill-treatment in (...) prisons, hospitals, schools, institutions that engage in the care of children” since it has ratified the Convention Against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment (CAT); (iii) America’s “obligation to prevent torture applies not only to public officials, such as law enforcement agents, but also to doctors, health-care professionals and social workers, including those working in private hospitals, other institutions and detention centers;” (iv) “informed consent is not mere acceptance of a medical intervention, but a voluntary and sufficiently informed decision;” (v) “guaranteeing informed consent is a fundamental feature of respecting an individual’s autonomy, self-determination and human dignity in an appropriate continuum of voluntary health-care services;” (vi) “there can be no therapeutic justification for the use solitary confinement and prolonged restraint of persons with disabilities in psychiatric institutions;” (vii) “it is essential that an absolute ban on all coercive and non-consensual measures, including restraint and solitary confinement of people with psychological or intellectual disabilities, should apply in all places of deprivation of liberty, including in psychiatric and social care institutions;” (viii) “involuntary treatment and other psychiatric interventions in health-care facilities are forms of torture and ill-treatment;” [iii] [2] Roshelle Clayborn as a girl who was 16 (sixteen) years of age on (or around) August 18th 1997 when she was murdered by staff personnel of the Laurel Ridge Residential Center (located in San Antonio, Texas); [3] Edith Campos as a girl who was 15 (fifteen) years of age on (or around) February 02nd 1998 when she was murdered by staff personnel of Desert Hills Psychiatric Center (located in Tucson, Arizona); [4] the Hartford Courant as an American news media outlet which had in October 1998 recognized that (i) the forcible administration of psychotropic drugs is a factor increasing the risk of murder in psychiatric hospital settings;

26-90

Michael A. Ayele
 (a.k.a) W Dawn Nations
 4/16/2026 Human Resources

Requesting a report of all issued and pending building permits for residential & commercial properties from 3/1/2026 to 3/31/2026. 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.

26-89

Braden Mineer Development Services Dawn Nations
 4/15/2026

ATTACHMENT 1

26-88	Customer requesting original plans to home in attempts to locate incoming water location, currently no whole home shut off is available ACCEPT the city meter	Mitch	4/13/2026	Development Services	Dawn Nations
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Dear Records Officer, I hope you are doing well. Thank you for your time and for the work you do. Pursuant to the Washington Public Records Act (RCW 42.56.001 et seq.), I am requesting any document that details payments to vendors issued for goods and contracted professional services rendered to City of Medina from 1/1/2022 through February, 28 2026. This document/report may also be referred to as an accounts payable summary, check summary, check register, check warrants, vendor payment summaries, expenditure/disbursement reports or vendor analysis report. Any spreadsheet or report that lists vendor names, brief descriptions of purchases, and total amounts would be fully responsive to this request. If available, please include: - Vendor name -Description of purchase or payment -Total price or amount paid If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine. If another department is better suited to handle this request, I'd appreciate it if you could forward it to them or share their contact information. If any part of this request is withheld, please provide the specific statutory exemption and release all non-exempt portions. To ensure prompt follow-up, please send any correspondence regarding clarifications, extensions, online portal access, and response

26-87	letters to records@sunlightaccess.com and reference: FR:53185	Oshea Smith	4/12/2026	Finance	Dawn Nations
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26-85	Please provide Critical Areas Report uploaded at intake for P-26-007.	Marianne Stover	4/8/2026	Development Services	Dawn Nations
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26-84	Hello, I am requesting records regarding any pre-application meetings related to subdivision requests. Thank you, Dylan Greer	Dylan Greer	4/8/2026	Development Services	Dawn Nations
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26-83	Hello, I am requesting all available public records regarding Permit No. B24011. Thanks for your help. Best, Dylan Greer	Dylan Greer	4/8/2026	Development Services	Dawn Nations
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26-80	Can I get the files associated with PL-17-042 and B-17-091	Marianne Stover	4/1/2026	Development Services	Dawn Nations
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CITY OF MEDINA

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

Date: May 11, 2026
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Ryan Osada, Public Works Director
Subject: Public Works Monthly Report

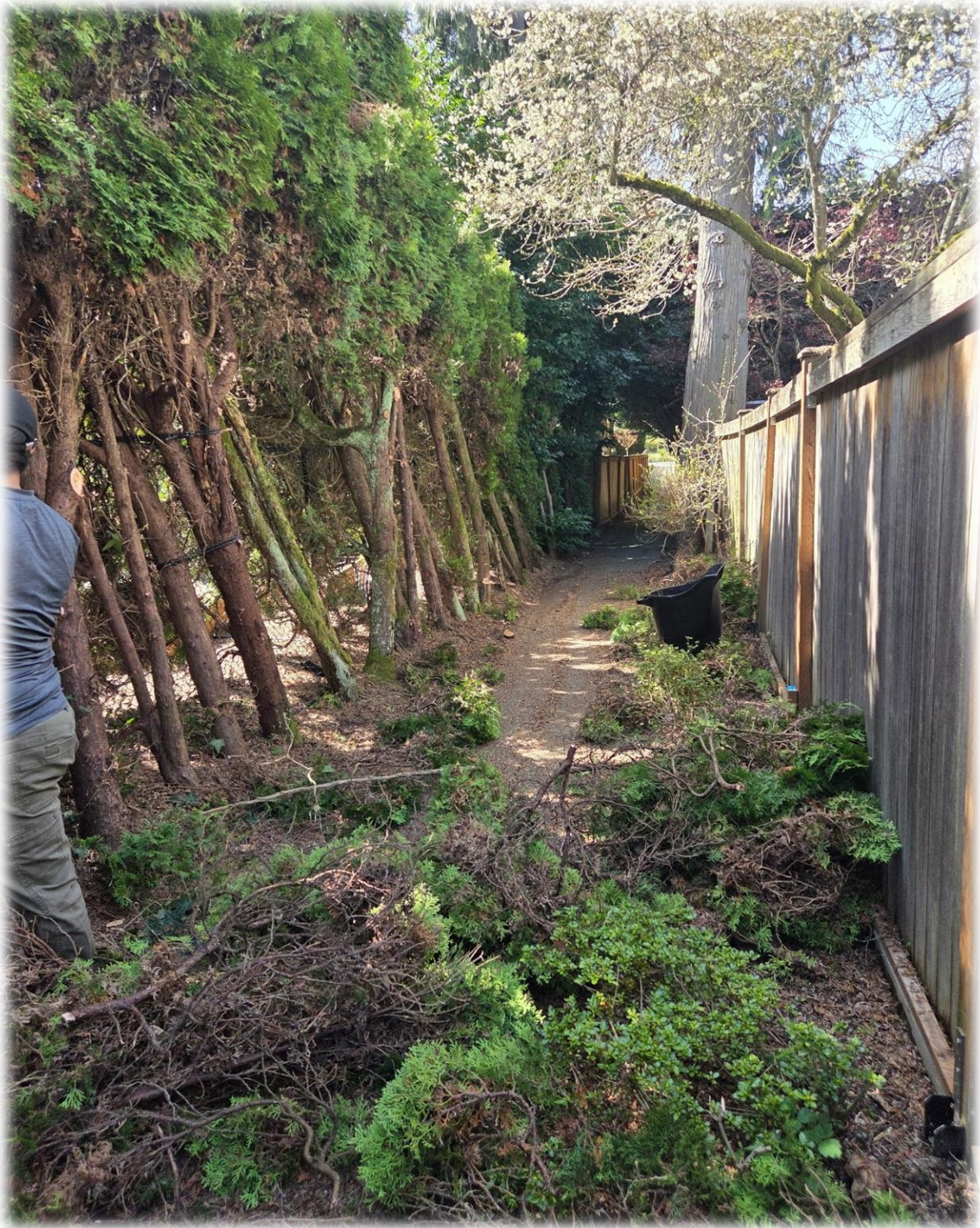
- MEDINA PARK POND VEGETATION REMOVAL** – Riparia Environmental started vegetation removal for the north pond last month. They are expected to finish later this week and begin preliminary cleanup at the south pond outlet. This method of manually dragging a cutting blade and raking follows the WDFW 2015 Aquatic Plants and Fish Pamphlet which does not require an HPA permit. As part of the mitigation for this project, USACE recommended planting shade trees to reduce water temperatures during the summer months.



2. POST OFFICE INTERIOR PAINTING – Last year the city refreshed the exterior paint of the Post Office. This year we budgeted for interior painting which has not been done since acquiring the building in December of 2014. Premier Painting Solutions is making steady progress despite the obstacles on and around the walls. The contract required the painting contractor to perform all necessary furniture moving and relocation to complete their work.



3. PUBLIC WORKS MAINTENANCE – Public Right-of-Way encroachment notices have been sent out and staff is actively trimming vegetation hazards. They have been mostly concentrating on sidewalk clearance and will shift to roadway clearance in the coming weeks. We are also addressing sightline issues at major intersections with one resolved at Five Corners. The new door hangers are site-specific, with the intent of increasing homeowner response.



4. PROJECT UPDATES -

STREETS:

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

SIDEWALK:

Resurface Gravel Sidewalk OLDr & Points Loop Trail – scheduling
Pedestrian Improvements Design – RFP/RFQ draft

PARKS:

Fairweather Invasive Species Removal - Goats – tentatively scheduled for June 8th
Fairweather Nature Preserve Foot Bridge Improvements – design and potential permitting
Post Office Park Design – Park Board to discuss and bring to council
Medina Beach Park Tree Planting *trees purchased in 2025 - TBD

STORMWATER:

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

BUILDING:

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

OTHER:

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

April 2026 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Description
8X8, Inc.	5552766	CH Phones	\$918.65	67633	4/16/2026	001-000-000-518-80-41-50	Technical Services, Software Services
8X8, Inc. Total			\$918.65				
911 Supply Inc	INV-2-60359	Uniform - Anderson	\$113.47	67664	4/28/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-59953	Uniform - Anderson	\$122.98	67664	4/28/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-60475	Uniform - Glenn	\$160.37	67664	4/28/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-60134	Uniform - Abbott/Bingcang	\$357.36	67664	4/28/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-60145	Uniform - Abbott/Bingcang	\$531.62	67664	4/28/2026	001-000-000-521-20-22-00	Uniforms
911 Supply Inc Total			\$1,285.80				
ADP, Inc.	ADP Fees April 2026	ADP Fees April 2026	\$2,762.18	EFT Payment 4/10/2026 9:17:48 AM - 1	4/10/2026	001-000-000-514-20-41-01	Professional Services
ADP, Inc. Total			\$2,762.18				
Amazon Capital Services	1DCW-M6WG-6WYR	PD Office Supplies Corrugated Boxes	\$9.81	67665	4/28/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	13RT-GQTC-CHDt	PD Office Supplies - Cable Ties	\$9.92	67665	4/28/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	11NF-FCHJ-KXGJ	PD Office Supplies - Foam Paint Rollers	\$10.91	67665	4/28/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1LTD-RTH4-7CMK	PD Office Supplies Organized Box for PD	\$16.52	67665	4/28/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1JQW-Q7LL-ND3C	Dimmer Switch	\$33.06	67615	4/9/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1K3Y-99PT-R1DL	PD Office Supplies - AGM Battery	\$61.74	67665	4/28/2026	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1N6W-FVTP-GWNL	PD Office Supplies - Bike Pedals	\$76.08	67665	4/28/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services	1VQG-N777-C3W3	PD Office Supplies - Biking Shorts	\$112.48	67665	4/28/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	14DP-4NPC-JTMF	PD Office Supplies - Trail Shoes for PD	\$187.51	67665	4/28/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	1QNX-313X-RVD3	PD Office Supplies - Trail Shoes for PD	\$187.51	67665	4/28/2026	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	1Y1T-K96L-VXFX	PD Office Supplies - Cycling Gear	\$347.63	67665	4/28/2026	001-000-000-521-20-31-40	Police Operating Supplies
Amazon Capital Services Total			\$1,053.17				
AT&T Mobility	287290584494X04132026	PW Mobile Phones	\$420.51	67650	4/23/2026	001-000-000-576-80-42-00	Telephone/postage
AT&T Mobility	287287975246X03272026	PD Cell Phones	\$1,103.51	67614	4/9/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
AT&T Mobility Total			\$1,524.02				
Banda, Abhishake	Advance Deposit Refund Permt# P-26-023	Advance Deposit Refund Permt# P-26-023	\$2,750.00	EFT Payment 4/27/2026 10:13:17 AM - 1	4/27/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Banda, Abhishake Total			\$2,750.00				
Bellevue City Treasurer - Water	Service from 01/15/2026 to 03/18/2026	LK WA Blvd Irrigation	\$85.61	67651	4/23/2026	101-000-000-542-70-40-00	Street Irrigation Utilities
Bellevue City Treasurer - Water Total			\$85.61				
Centurylink	Service from Apr 08 to May 07	PD/CH Emergency Lines	\$76.61	67652	4/23/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink	Local Service from Mar 18 to Apr 17	PD/CH Emergency Lines	\$231.21	67616	4/9/2026	001-000-000-521-20-42-00	Communications (phone,Pager)
Centurylink Total			\$307.82				
Chen, Justina	Advance Deposit Refund Permit# Tree-22-072	Advance Deposit Refund Permit# Tree-22-072	\$600.00	67617	4/9/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Chen, Justina Total			\$600.00				

Cities Digital	66715	Annual LF Subscription	\$4,494.15	67653	4/23/2026	001-000-000-518-80-41-60	Software Services
Cities Digital Total			\$4,494.15				
Comcast	Services from 03/25/26 to 04/24/26	PW Internet Service	\$161.39	67618	4/9/2026	001-000-000-576-80-42-00	Telephone/postage
Comcast Total			\$161.39				
Daily Journal of Commerce	3418455	Legal Notices - Bid Request Bridge	\$495.00	67583	4/9/2026	001-000-000-518-10-44-00	Advertising
Daily Journal of Commerce Total			\$495.00				
Facet/DCG/Watershed	Invoice - 4/8/2026 12:52:48 PM	Medina Park Pond Mitigation	\$356.72	67584	4/9/2026	001-000-000-576-80-41-00	Professional Services
Facet/DCG/Watershed Total			\$356.72				
Farallon Consulting	0059444	Critical Area Review	\$6,625.50	67585	4/9/2026	401-000-000-558-50-41-55	Shoreline Consultant
Farallon Consulting Total			\$6,625.50				
FCI - Custom Police Vehicles	17457	Interest PD Veh	\$41.96	67667	4/28/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17469	Interest PD Veh	\$360.79	67667	4/28/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17457	Lease MPD Car 28	\$372.64	67667	4/28/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17470	Interest PD Veh	\$505.00	67667	4/28/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17468	Interest PD Veh	\$505.17	67667	4/28/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17469	Lease MPD Car 32	\$613.15	67667	4/28/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	18850	Car 29 Tracer	\$693.43	67586	4/9/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
FCI - Custom Police Vehicles	17470	Lease MPD Car 33	\$875.57	67667	4/28/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17468	Lease MPD Car 30 & 31	\$2,209.43	67667	4/28/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles Total			\$6,177.14				
Ford Credit Municipal Finance	1783161	Interest PD Veh	\$344.94	67654	4/23/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
Ford Credit Municipal Finance	1783161	Lease MPD Car 34	\$860.72	67654	4/23/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
Ford Credit Municipal Finance Total			\$1,205.66				
Gray & Osborne, Inc.	Inv # 6 Project # 25421.00	NPDES Assist	\$42.77	67655	4/23/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 6 Project # 25427.05	Grading and Drainage Services	\$84.72	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 9 Project # 25421.00	NPDES Assist	\$85.54	67655	4/23/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 2 Project # 25427.15	Grading and Drainage Services	\$169.44	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 22 Project # 21427.14	Grading and Drainage Services	\$225.06	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 17 Project # 22427.23	Grading and Drainage Services	\$254.16	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 25427.27	Grading and Drainage Services	\$348.24	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 6 Project # 24427.09	Grading and Drainage Services	\$356.88	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 6 Project # 25427.10	Grading and Drainage Services	\$356.88	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 4 Project # 25427.07	Grading and Drainage Services	\$356.88	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 10 Project # 24541.00	Medina Park Pond Improvements	\$447.44	67655	4/23/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 2 Project # 26420.00	Post Office Park Site Survey	\$477.05	67655	4/23/2026	307-000-000-594-76-63-20	Park Improvements
Gray & Osborne, Inc.	Inv # 8 Project # 25439.01	Overlake Dr E Bridge Repair	\$599.61	67655	4/23/2026	307-000-000-595-30-63-01	Street Improvements, Overlays

Gray & Osborne, Inc.	Inv # 4 Project # 25427.23	Grading and Drainage Services	\$704.40	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 3 Project # 26427.00	Grading and Drainage Services	\$840.60	67634	4/16/2026	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Inv # 1 Project # 25524.00	78th Place NE Overlay	\$1,121.59	67655	4/23/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 1 Project # 26447.00	78th PI NE Overlay	\$1,202.50	67587	4/9/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 2 Project # 26421.00	NPDES Assist	\$1,415.96	67655	4/23/2026	101-000-000-542-30-41-03	NPDES Grant
Gray & Osborne, Inc.	Inv # 3 Project # 24539.01	Overlake Dr E Bridge Repair	\$1,422.13	67655	4/23/2026	307-000-000-595-30-63-10	Sidewalk Improvements
Gray & Osborne, Inc.	Inv # 3 Project # 25439.00	PE Svcs	\$1,901.62	67655	4/23/2026	101-000-000-542-30-41-00	Professional Services
Gray & Osborne, Inc.	Inv # 6 Project # 25439.01	Overlake Dr E Bridge Repair	\$2,237.20	67655	4/23/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 8 Project # 24541.00	Medina Pk Pond Impr	\$2,669.42	67655	4/23/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 3 Project # 26420.00	Post Office Survey	\$3,396.05	67587	4/9/2026	001-000-000-576-80-41-04	Professional Services-Misc
Gray & Osborne, Inc.	Inv # 2 Project # 25541.00	1049 84th ROW Survey	\$3,739.17	67655	4/23/2026	101-000-000-542-30-41-00	Professional Services
Gray & Osborne, Inc.	Inv # 9 Project # 25439.01	Overlake Dr E Bridge Repairs	\$5,387.64	67587	4/9/2026	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Inv # 2 Project # 25439.02	ROW Clearance Draft Details	\$5,895.84	67655	4/23/2026	101-000-000-542-30-41-00	Professional Services
Gray & Osborne, Inc.	Inv # 2 Project # 25548.00	Medina Park Pond Improvements	\$11,454.50	67655	4/23/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Inv # 3 Project # 25548.00	2025 Medina Park North Pond Vegetation Removal	\$12,413.57	67587	4/9/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc. Total			\$59,606.86				
Home Depot Credit Services	47110277244	Concrete Mixing Tub	\$51.79	EFT Payment 4/24/2026	4/24/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services	47115185418	Multi Head Drills	\$269.66	10:33:52 AM - 1 EFT Payment 4/24/2026	4/24/2026	101-000-000-542-30-35-00	Small Tools/minor Equipment
Home Depot Credit Services	47115185400	Multi Head Drills	\$269.66	10:33:52 AM - 1 EFT Payment 4/24/2026	4/24/2026	101-000-000-542-30-35-00	Small Tools/minor Equipment
Home Depot Credit Services	02-26-26		\$320.66	10:33:52 AM - 1 EFT Payment 4/24/2026	4/24/2026	101-000-000-542-30-31-00	Operating & Maintenance Supplies
Home Depot Credit Services Total			\$911.77	10:33:52 AM - 1			
Horizon	3M580684	Operating Supplies	\$609.52	67656	4/23/2026	001-000-000-576-80-31-00	Operating Supplies
Horizon Total			\$609.52				
Horticultural Elements, Inc.	10788	84/24th & 84th Median Maintenance - Clyde Hill	\$1,490.00	67588	4/9/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc.	10788	84/24th & 84th Median Maintenance	\$3,135.00	67588	4/9/2026	101-000-000-542-30-41-00	Professional Services
Horticultural Elements, Inc. Total			\$4,625.00				
Inslee Best Doezie & Ryder, P.S.	454592	March City Attorney Services	\$4,050.00	67635	4/16/2026	401-000-000-558-50-04-00	City Attorney, Dev. Serv.
Inslee Best Doezie & Ryder, P.S.	454592	March City Attorney Services	\$26,261.00	67635	4/16/2026	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S. Total			\$30,311.00				
JR Mailing Services, Inc.	24536	Postage/Mailing for PW ROW Trimming	\$972.93	67636	4/16/2026	001-000-000-518-10-42-00	Postage/Telephone
JR Mailing Services, Inc.	24522	Postage/Mailing for Easter Egg Hunt	\$972.93	67636	4/16/2026	001-000-000-518-10-42-00	Postage/Telephone
JR Mailing Services, Inc. Total			\$1,945.86				
KC Dept of Water & Land Resources	141996 Third Trimester	Water and Land Trimester Cost	\$1,219.00	67637	4/16/2026	001-000-000-553-10-40-00	Land & Water Conservation Resources-KC

KC Dept of Water & Land Resources Total			\$1,219.00					
KC Office of Finance	11017050	KC Inet	\$375.00	67638	4/16/2026	001-000-000-518-80-41-50	Technical Services, Software Services	
KC Office of Finance Total			\$375.00					
KC Recorder's Office	Code Enforcement Action 2026	Code Enforcement Action 2026	\$307.50	67623	4/13/2026	001-000-000-558-60-41-03	Code Enforcement	
KC Recorder's Office	Invoice - 4/9/2026 Documents for Code Enforcement	Code Enforcement 2026	\$311.50	67622	4/9/2026	001-000-000-558-60-41-03	Code Enforcement	
KC Recorder's Office Total			\$619.00					
Kim, Michael	Advance Deposit Refund Permit# P-25-061	Advance Deposit Refund Permit# P-25-061	\$1,826.60	67648	4/20/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits	
Kim, Michael Total			\$1,826.60					
King County Treasury	Acct#644730-0375-09 Property Tax 2026	Acct#644730-0375-09 Property Tax 2026	\$20.77	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0005-01 Property Tax 2026	Acct#143390-0005-01 Property Tax 2026	\$20.81	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0030-00 Property Tax 2026	2026 Property Tax Acct#143390-0030-00	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0020-02 Property Tax 2026	2026 Property Tax Acct#143390-0020-02	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0045-03 Property Tax 2026	2026 Property Tax Acct#143390-0045-03	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0025-07 Property Tax 2026	2026 Property Tax Acct#143390-0025-07	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0035-05 Property Tax 2026	2026 Property Tax Acct#143390-0035-05	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0040-08 Property Tax 2026	2026 Property Tax Acct#143390-0040-08	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0015-09 Property Tax 2026	2026 Property Tax Lot 3 Block 1 Tax Acct#143390-0015-09	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0010-04 Property Tax 2026	2026 Property Tax Lot 2 Block 1 Tax Acct#143390-0010-04	\$20.86	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#362504-9067-06 Property Tax 2026	Acct#362504-9067-06 Property Tax 2026	\$20.88	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#252504-9227-06 Property Tax 2026	Acct#252504-9227-06 Property Tax 2026	\$21.35	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#252504-9228-05 Property Tax 2026	2026 Property Tax Acct#252504-9228-05	\$21.35	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#252504-9131-01 Property Tax 2026	Acct#252504-9131-01 Property Tax 2026	\$21.81	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#542730-0050-07 Property Tax 2026	Acct#542730-0050-07 Property Tax 2026	\$22.07	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#143390-0160-02 Property Tax 2026	2026 Property Tax Acct#143390-0160-02	\$22.17	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#252504-9154-03 Property Tax 2026	2026 Property Tax Acct#252504-9154-03	\$25.83	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury	Acct#242504-9088-05 Property Tax 2026	Acct#242504-9088-05 Property Tax 2026	\$26.60	67639	4/16/2026	001-000-000-576-80-49-01	Misc-Property Tax	
King County Treasury Total			\$390.52					
Kirkland Municipal Court	MAR26MED	Filing Fees Feb 2026	\$3,511.18	67589	4/9/2026	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf	
Kirkland Municipal Court	APR26MED	Filing Fees	\$3,706.72	67668	4/28/2026	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf	
Kirkland Municipal Court Total			\$7,217.90					
Kirkland, City of	KPD2026-022	Inmate Housing	\$147.00	67590	4/9/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board	
Kirkland, City of	KPD2026-027	Inmate Housing	\$147.00	67669	4/28/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board	
Kirkland, City of Total			\$294.00					
Konica Minolta Premier Finance	596601814	PD Copier	\$514.93		EFT Payment 4/28/2026 12:13:14 PM - 1	4/28/2026	001-000-000-521-20-45-00	Equipment-Lease & Rentals
Konica Minolta Premier Finance Total			\$514.93					
LexisNexis Risk Management - Account 101166C	1100291813	Investigative Tool	\$131.71	67670	4/28/2026	001-000-000-521-20-41-00	Professional Services	

LexisNexis Risk Management - Account 1011660 Total				\$131.71				
Lucash Consulting LLC	2026-01			\$1,575.00	67591	4/9/2026	001-000-000-511-60-41-00	Professional Services
Lucash Consulting LLC Total				\$1,575.00				
Mahoney Planning, LLC	26-03	Current Planning Services		\$16,840.20	67592	4/9/2026	401-000-000-558-60-41-01	Planning Consultant
Mahoney Planning, LLC Total				\$16,840.20				
Message Watcher, LLC	2-61899-6	Email/SM/Web Archiving		\$393.40	67593	4/9/2026	001-000-000-518-80-41-60	Software Services
Message Watcher, LLC Total				\$393.40				
Michael's Fine Dry Cleaning	578	PD Dry Cleaning		\$336.64	67671	4/28/2026	001-000-000-521-20-22-00	Uniforms
Michael's Fine Dry Cleaning Total				\$336.64				
Moberly & Roberts, PLLC	1295	Prosecuting Attorney		\$4,000.00	67594	4/9/2026	001-000-000-515-93-40-10	Prosecuting Attorney
Moberly & Roberts, PLLC Total				\$4,000.00				
Mobile Modular Portable Storage	Q-603687	Public Works Carport & Storage Project		\$14,394.15	67672	4/28/2026	307-000-000-594-18-60-00	Building Improvements
Mobile Modular Portable Storage Total				\$14,394.15				
Navia Benefit Solutions	11074974	Navia Fees Coverage Period: 03/01/26 to 03/31/26		\$100.00	67640	4/16/2026	001-000-000-514-20-49-10	Miscellaneous
Navia Benefit Solutions Total				\$100.00				
NJE Trust	Advance Deposit Refund Permit# TREE-26-010	Advance Deposit Refund Permit# TREE-26-010		\$500.00	EFT Payment 4/16/2026 11:35:41 AM - 1	4/16/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
NJE Trust Total				\$500.00				
Northwest Aquatic Management	1685	Fountain/Aerator Repairs		\$3,844.50	67657	4/23/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Northwest Aquatic Management Total				\$3,844.50				
PC Specialists, Inc.	5626211	Duo Subscription		\$86.03	67641	4/16/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5626095	Anti Malware		\$734.60	67641	4/16/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5625281	Azure Subscription		\$3,755.90	67595	4/9/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc.	5625991	VMware Virtual Harddrives		\$12,547.73	67641	4/16/2026	001-000-000-518-80-41-60	Software Services
PC Specialists, Inc. Total				\$17,124.26				
Primo Brands	06C8750289278	PW Drinking Water		\$59.07	67596	4/9/2026	001-000-000-576-80-31-00	Operating Supplies
Primo Brands	06D8750289272	CH Drinking Water		\$146.18	67673	4/28/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Primo Brands	06C8750289272	CH Drinking Water		\$280.84	67596	4/9/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Primo Brands Total				\$486.09				
Pro-shred	94954	CH Shredding Services		\$79.05	67597	4/9/2026	001-000-000-518-10-41-00	Professional Services
Pro-shred	95817	CH Shredding Services		\$79.05	67674	4/28/2026	001-000-000-518-10-41-00	Professional Services
Pro-shred	95562	CH Shredding Services		\$79.05	67658	4/23/2026	001-000-000-518-10-41-00	Professional Services
Pro-shred	95924	CH Shredding Services		\$1,854.00	67674	4/28/2026	001-000-000-521-20-49-60	Crime Prevention/Public Educ
Pro-shred Total				\$2,091.15				
Pro-Vac LLC	462805802	Street Sweeping		\$4,125.38	67598	4/9/2026	101-000-000-542-67-41-00	Street Cleaning
Pro-Vac LLC	462805802	2026 Storm Imp		\$6,118.97	67598	4/9/2026	307-000-000-595-30-63-02	Storm Sewer Improvements
Pro-Vac LLC Total				\$10,244.35				
Public Safety Testing, Inc.	PST26-202	Q1 Dues		\$169.00	67599	4/9/2026	001-000-000-521-20-41-50	Recruitment-Background
Public Safety Testing, Inc. Total				\$169.00				

Puget Sound Emergency Radio Network	3093	Quarterly Dues	\$3,079.44	67675	4/28/2026	001-000-000-521-20-41-20	Dispatch-EPSCA
Puget Sound Emergency Radio Network Total			\$3,079.44				
Puget Sound Energy		Services for 04/01/25-02/27/26 77th Ave NE & 79th Ave NE Takeover	\$7.46	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Corrected Charges 04/01/25-02/27/26 77th Ave NE & 79th Ave NE Takeover	\$7.46	67659	4/23/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 03/03/26-04/01/26 80th Ave NE & NE 10th ST	\$13.42	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 02/19/26-03/23/26 84th Ave NE # PKNG	\$20.30	67600	4/9/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy		Services for 03/03/26-04/01/26 88th Ave NE & LK WA BLVD	\$40.56	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 03/03/26-04/01/26 515 Evergreen Point RD	\$43.45	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 02/18/26-03/20/26 1050 82nd Ave NE	\$45.54	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 02/28/26-03/ 77th Ave NE & 79th Ave NE Takeover	\$179.04	67659	4/23/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 02/18/26-03/20/26 1000 80th Ave NE	\$1,087.96	67600	4/9/2026	001-000-000-576-80-47-00	Utilities
Puget Sound Energy		Services for 08/01/25-02/27/26 TIB LED Conversion	\$1,501.54	67600	4/9/2026	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy		Services for 02/19/2026-03/20/2026 501 Evergreen Point Rd	\$2,886.19	EFT Payment 4/21/2026 9:18:28 AM - 1	4/21/2026	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy Total			\$5,832.92				
Rairdon's of Kirkland	RO# 444600 Tag# 1210	Veh Maint Car 31 (Oil Change)	\$161.88	67601	4/9/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Rairdon's of Kirkland Total			\$161.88				
Ramp	April 2026	Ramp April 2026 Stmt	\$22.05	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies
Ramp	April 2026	Ramp April 2026 Stmt	\$80.52	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-31-40	Police Operating Supplies
Ramp	April 2026	Ramp April 2026 Stmt	\$99.35	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Ramp	April 2026	Ramp April 2026 Stmt	\$132.33	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K
Ramp	April 2026	Ramp April 2026 Stmt	\$156.63	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-518-90-49-00	Misc.
Ramp	April 2026	Ramp April 2026 Stmt	\$166.75	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-41-00	Professional Services
Ramp	April 2026	Ramp April 2026 Stmt	\$207.15	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Ramp	April 2026	Ramp April 2026 Stmt	\$475.00	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-514-20-49-00	Misc-Dues,Subscriptions
Ramp	April 2026	Ramp April 2026 Stmt	\$516.00	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-518-30-45-00	Facility Rental
Ramp	April 2026	Ramp April 2026 Stmt	\$928.09	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-22-00	Uniforms
Ramp	April 2026	Ramp April 2026 Stmt	\$1,297.06	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Ramp	April 2026	Ramp April 2026 Stmt	\$2,934.82	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-521-20-31-00	Office Supplies

Ramp	April 2026	Ramp April 2026 Stmt	\$4,026.25	EFT Payment 4/11/2026 11:08:35 AM - 1	4/11/2026	001-000-000-518-10-49-20	Dues, Subscriptions
Ramp Total			\$11,042.00				
Republic Services, Inc. dba Rabanco, Ltd. Republic Services, Inc. dba Rabanco, Ltd. Total	0172-010247509	PW Debris Removal	\$1,165.89	67660	4/23/2026	001-000-000-576-80-41-04	Professional Services-Misc
Roberts Jeffrey & Amy			\$1,165.89				
Roberts Jeffrey & Amy	Advance Deposit Refund Permit# B-26-010	Advance Deposit Refund Permit# B-26-010	\$401.04	EFT Payment 4/9/2026 11:07:35 AM - 1	4/9/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Roberts Jeffrey & Amy Total			\$401.04				
Root Cause, LLC	1981	Hazardous Tree Removal	\$2,922.95	67661	4/23/2026	103-000-000-558-60-41-50	Professional Services/Landscape Consultant
Root Cause, LLC Total			\$2,922.95				
SCORE	9440	March Admin Fee Virtual Court	\$75.00	67676	4/28/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board
SCORE	9394	Inmate Housing	\$223.83	67676	4/28/2026	001-000-000-521-20-41-55	Jail Service-Prisoner Board
SCORE Total			\$298.83				
Seattle Times, The	83951	Legal Notices	\$1,242.70	67642	4/16/2026	001-000-000-518-10-44-00	Advertising
Seattle Times, The Total			\$1,242.70				
Security Safe & Lock Inc	Order# 1-O110861 50%	CH & Park Restroom Door Locks	\$2,625.69	67602	4/9/2026	307-000-000-594-18-60-00	Building Improvements
Security Safe & Lock Inc Total			\$2,625.69				
Shaolin Deng	Advance Deposit Refund Permit# D-26-003	Advance Deposit Refund Permit# D-26-003	\$159.25	EFT Payment 4/28/2026 2:26:46 PM - 1	4/28/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Shaolin Deng Total			\$159.25				
Sound View Strategies, LLC	Invoice - 4/6/2026 10:10:47 AM	Lobbyist	\$3,000.00	67603	4/9/2026	001-000-000-513-10-41-00	Professional Services
Sound View Strategies, LLC Total			\$3,000.00				
Spot-On Print & Design	63050	Postcard for Vegetation Violation	\$130.04	67643	4/16/2026	001-000-000-518-10-49-30	Postcard, Public information
Spot-On Print & Design	62967	Office Supplies - Envelopes	\$410.98	67604	4/9/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Spot-On Print & Design	63067	Postcard for Vegetation Violation	\$671.12	67643	4/16/2026	001-000-000-518-10-49-30	Postcard, Public information
Spot-On Print & Design Total			\$1,212.14				
Staples Business Advantage	6061102069	CH Office Supplies	\$18.19	67662	4/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6060159982	PD Office Supplies	\$253.78	67677	4/28/2026	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6061102071	CH Office Supplies	\$328.08	67662	4/23/2026	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage Total			\$600.05				
Statewide Security	232965	CH & PW Alarm/Fire Monitoring	\$1,313.28	67605	4/9/2026	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Statewide Security Total			\$1,313.28				
Tree Frog LLC	INV-0057	Arborist Services	\$6,675.00	67644	4/16/2026	401-000-000-558-50-41-50	Arborist
Tree Frog LLC Total			\$6,675.00				
US Bank	Bank Service Fees April 2026	Bank Service Fee April 2026	\$165.38	EFT Payment 4/01/2026 10:17:13 AM - 1	4/1/2026	001-000-000-514-20-49-10	Miscellaneous
US Bank	Merchant Service Fee April 2026	Merchant Service Fee April 2026	\$3,015.78	EFT Payment 4/1/2026 10:19:23 AM - 1	4/1/2026	401-000-000-558-60-49-10	Miscellaneous
US Bank Total			\$3,181.16				
US Bank Voyager Fleet Sys.	8693624262615	PD Fuel	\$1,873.90	EFT Payment 4/28/2026 2:59:27 PM - 1	4/28/2026	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash

US Bank Voyager Fleet Sys. Total			\$1,873.90				
Utilities Underground Location Ctr	6030191	Utility Locate Services	\$71.76	67663	4/23/2026	101-000-000-542-30-47-00	Utility Services
Utilities Underground Location Ctr Total			\$71.76				
Valley Defenders	Jan to Mar 2026	Q1 Public Defender Services	\$5,050.00	67606	4/9/2026	001-000-000-515-91-40-00	Public Defender
Valley Defenders Total			\$5,050.00				
WA Assoc of Sheriffs & Police Chief	INV033225	Accreditation Dues	\$1,500.00	67607	4/9/2026	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
WA Assoc of Sheriffs & Police Chief Total			\$1,500.00				
WA ST Auditor's Office	L174468	2024 Audit	\$1,855.91	67619	4/9/2026	001-000-000-514-20-42-00	Intergvtml Prof Serv-Auditors
WA ST Auditor's Office Total			\$1,855.91				
WA ST Dept of Retirement	1721091	2025 OASI Dues	\$25.00	67620	4/9/2026	001-000-000-514-20-49-00	Misc-Dues,Subscriptions
WA ST Dept of Retirement Total			\$25.00				
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$17.22	EFT Payment 4/15/2026	4/15/2026	001-000-000-594-18-64-00	City Hall Capital >\$5K
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$45.22	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	401-000-000-558-60-31-00	Operating Supplies
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$49.75	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$69.87	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-521-20-35-20	Firearms (Purchase & Repair)
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$79.59	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-521-20-31-00	Office Supplies
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$151.24	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$175.91	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$193.30	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-571-00-32-00	Miscellaneous - Lifeguards
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$310.53	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
WA ST Dept of Revenue	2025 WA DOR Use Tax Return	2025 WA DOR Use Tax Return	\$424.87	9:48:47 AM - 1 EFT Payment 4/15/2026	4/15/2026	001-000-000-518-80-41-60	Software Services
WA ST Dept of Revenue Total			\$1,517.50	9:48:47 AM - 1			
WA ST Patrol	I2605522	CPL Background/Contractor Background	\$106.00	67630	4/9/2026	631-000-000-589-30-02-00	WA ST Patrol-Gun-Fbi
WA ST Patrol Total			\$106.00				
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$0.80	67649	4/20/2026	631-000-000-586-00-04-00	WA ST Death Inv Account
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$0.99	67649	4/20/2026	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$1.43	67649	4/20/2026	631-000-000-586-96-03-00	WA St-Lab-Bld/breath
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$3.82	67649	4/20/2026	631-000-000-586-00-03-00	WA St-State Highway Safety
WA ST Treasurer's Office	Q1 2026 City A8		\$4.29	67645	4/16/2026	631-000-000-586-96-03-00	WA St-Lab-Bld/breath
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$4.57	67649	4/20/2026	631-000-000-586-89-09-00	WA ST Highway Account
WA ST Treasurer's Office	Q1 2026 City A8		\$12.50	67645	4/16/2026	631-000-000-386-89-22-00	Congestion Relief Traffic Safety Account

WA ST Treasurer's Office	Q1 2026 City A8		\$30.60	67645	4/16/2026	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	Q1 2026 City A8		\$33.90	67645	4/16/2026	631-000-000-586-00-04-00	WA ST Death Inv Account
WA ST Treasurer's Office	Q1 2026 City A8		\$37.50	67645	4/16/2026	631-000-000-386-89-16-00	Motor Vehicle Account
WA ST Treasurer's Office	Q1 2026 City A8		\$82.64	67645	4/16/2026	631-000-000-586-00-03-00	WA St-State Highway Safety
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$145.04	67649	4/20/2026	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	Q1 2026 City A8		\$156.00	67645	4/16/2026	631-000-000-389-30-00-01	WA St-Bldg Code Fee
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$158.40	67649	4/20/2026	631-000-000-589-30-03-00	WA St-Bldg Code Fee
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$160.78	67649	4/20/2026	631-000-000-586-89-26-00	Drivers Lic Tech Support
WA ST Treasurer's Office	Q1 2026 City A8		\$271.02	67645	4/16/2026	631-000-000-586-89-09-00	WA ST Highway Account
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$278.75	67649	4/20/2026	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$290.02	67649	4/20/2026	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	Q1 2026 City A8		\$304.17	67645	4/16/2026	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	Q1 2026 City A8		\$364.01	67645	4/16/2026	631-000-000-586-89-26-00	Drivers Lic Tech Support
WA ST Treasurer's Office	Q1 2026 City A8		\$608.02	67645	4/16/2026	631-000-000-386-83-31-00	WA St- Gen Fund 93
WA ST Treasurer's Office	Q1 2026 City A8		\$608.02	67645	4/16/2026	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$667.29	67649	4/20/2026	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$951.01	67649	4/20/2026	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	Q1 2026 City A8		\$1,398.95	67645	4/16/2026	631-000-000-386-97-05-00	WA St-Judicial Info Systems
WA ST Treasurer's Office	Medina Q4 2025 State Shared Revenue	Q4 2025 State Shared Revenue	\$1,618.33	67649	4/20/2026	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	Q1 2026 City A8		\$2,037.76	67645	4/16/2026	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	Q1 2026 City A8		\$3,526.01	67645	4/16/2026	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office Total			\$13,756.62				
Wetzel, Jenny & Kevin	Advance Deposit Refund Permit# P-25-050	Advance Deposit Refund Permit# P-25-050	\$4,500.00	67631	4/9/2026	401-000-000-508-51-02-00	Dev Services, Assigned DS Advanced Deposits
Wetzel, Jenny & Kevin Total			\$4,500.00				
WSP Global Inc	40343018	Geotechnical Eng Svcs	\$1,065.50	67632	4/9/2026	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40343019	Geotechnical Eng Svcs	\$1,138.50	67632	4/9/2026	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40345185	Geotechnical Eng Svcs	\$2,305.50	67632	4/9/2026	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40341103	Geotechnical Eng Svcs	\$2,773.25	67632	4/9/2026	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc Total			\$7,282.75				
Yong Huang & Landi Shan	Advance Deposit Refund for Permit# TREE-26-007	Advance Deposit Refund for Permit# TREE-26-007	\$519.75	EFT Payment	4/9/2026	001-000-000-582-10-00-02	Refund of DS Adv Deposit
Yong Huang & Landi Shan Total			\$519.75		11:07:35 AM - 2		
Grand Total			\$296,473.63	AP Total			
Payroll	Apr 2026 Payroll	Payroll	\$ 26,074.71		4/30/2026	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	Apr 2026 Payroll	Payroll	\$ 25,723.60		4/30/2026	001-000-000-514-20-11-00	Salaries, Wages & Benefits



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

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

MINUTES

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

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

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Harini Gokul
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante

STAFF

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

1.1 SAO Exit Conference Presentation **Staff Contact:** Ryan Wagner, Finance/HR Director

The state auditors gave a report on their audit for 2024. Council asked questions and auditors and staff responded.

1.2 CJTC Grant - Public Safety Sales and Use Tax **Recommendation:** Discussion. **Staff Contact:** Jeff Sass, Police Chief

Chief Sass addressed the council regarding the CJTC Grant - Public Safety Sales and Use Tax. He gave an overview of the timeline of when to apply and how the grant would impact the police department by adding an additional police officer to the department. Council asked questions and staff responded.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 6:08 pm.

Mayor Rossman opened with a statement thanking former Councilmember Joseph Brazen for his service to the City of Medina and its residents. She noted that during his time on Council, Mr. Brazen emphasized community events, public communication, resident engagement, and city beautification, and that staff continued to work toward implementing priorities he championed. Mayor Rossman asked that the city release the statement publicly.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Harini Gokul
Councilmember Michael Luis
Councilmember Heija Nunn
Councilmember Laura Bustamante

STAFF

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

3. APPROVAL OF MEETING AGENDA

Councilmember Nunn requested that the IT Contract be pulled from the Consent Agenda for discussion. Mayor Rossman stated that the IT Contract would be removed from Consent and added as City Business Item 10.5.

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

4. PUBLIC COMMENT PERIOD

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

5. PRESENTATIONS

Mayor Rossman noted that Councilmember reports would now be taken under Agenda Item 11, and that the Presentations section would focus on boards and commissions.

Rosalie Gann Chair of the Emergency Preparedness Committee reported that the Committee continued its 7:00 p.m. Sunday radio check-ins and thanked those who participated. She announced the first Emergency Preparedness Committee meeting, scheduled for Wednesday, March 18 at 4:00 p.m. in Council Chambers. City Manager Swanson and police leadership were expected to attend and discuss the Comprehensive Emergency Management Plan.

Planning Commissioner Nelson reported that the Commission looked forward to the Council's consideration of the work plan and to working on the tree management code.

The Park Board had nothing to report. The next Joint City Council and Park Board meeting was confirmed for Monday, March 16, 2026, at 5:00 p.m.

6. CITY MANAGER'S REPORT

City Manager Swanson highlighted an upcoming Eastside Mayors meeting. The meeting was intended to gather Eastside cities' priorities and concerns before a Sound Transit Board retreat regarding the agency's "enterprise initiative" for planning, capital, operations, maintenance, and finance.

Council discussed regional transit concerns affecting Medina and similarly situated small cities. Councilmember Nunn emphasized the need to repeatedly communicate small-city traffic impacts, including the consequences of regional transit decisions on local streets, parking areas, and safe access. Mayor Rossman suggested highlighting Medina's interest in working with other small cities facing similar issues.

City Manager Swanson also reported that he had been in early conversations with neighboring Point communities about resource sharing and potential economies of scale in light of long-term structural fiscal pressures.

Chief Sass highlighted the Police Department's use of body-camera-based language interpretation services funded by Council. He reported that the service had already been used including traffic stops and criminal matters and had allowed officers to communicate in languages including Mandarin, French, Spanish, and Russian. He described the tool as "invaluable" for communicating with community members who do not speak English.

Development Services Director Wilcox reported that the right-of-way tree inventory project had begun. The city had been divided into five areas, with work starting in the southeast portion. He noted that notices had been sent to residents and that arborists were prepared to explain that work would occur in the public right-of-way, not on private property. Council asked questions and staff responded.

Director Wilcox also reported that staff were preparing for Planning Commission work plan items and developing a calendar.

Finance/HR Director Wagner reported on business licensing implementation. He stated that staff had been working with the Department of Revenue on businesses located in Medina.

Councilmember Nunn asked whether the City could issue a newsletter or other communication to alert residents about business licensing, right-of-way tree work, and other timely issues. Director Wagner stated that staff had discussed a spring newsletter my issue an abbreviated digital notice, followed by a more substantial printed newsletter. Councilmembers emphasized that business licensing was a new topic that warranted direct resident communication, potentially by postcard, and suggested including reminders about pet licensing and other City services.

No questions were raised regarding the Central Services report.

Public Works Director Osada had nothing additional to report. Council complimented recent street cleanup work and asked about moss treatment, which Director Osada described as biodegradable and pet friendly. Council also asked about progress on the North Pond invasive vegetation removal project; Director Osada reported that Phase 1 was moving along.

7. CONSENT AGENDA

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

7.1 February 2026 Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

7.2 Draft City Council Meeting Minutes of January 26, 2026.

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

7.3 Medina Park - North Pond Invasive Vegetation Removal Project

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

7.4 City Hall Water Filler Station to Replace the Water Cooler Service

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

None.

10. CITY BUSINESS

10.1 Tree Code Recommendations

Recommendation: Direct staff to forward the Short-Term Solutions defined within the Summary to the Planning Commission.

Staff Contact: Steve Wilcox, Development Services Director

Development Services Director Wilcox presented the tree code recommendations and explained that the agenda bill contained the same substantive information previously provided to Council, but now requested Council action to forward recommended short-term adjustments to the Planning Commission. He stated that the recommendations were organized into six topic areas and highlighted in bold in the agenda materials. Council asked questions and staff responded.

ACTION: Motion by Deputy Mayor Reeves to direct staff to forward the recommended adjustments and short-term solutions listed within the agenda bill's proposed amendments, highlighted in bold under recommendations, to the Planning Commission for addition to its calendar and to begin immediate review and creation of a recommendation. The motion was seconded by Councilmember Gokul, the motion carried 6:0 vote.

10.2 CJTC Grant - Public Safety Sales and Use Tax

Recommendation: Discussion and adoption.

Staff Contact: Jeff Sass, Police Chief

Chief Sass presented the CJTC Grant and public safety sales and use tax item as a continuation of the earlier Study Session discussion. He explained that the opportunity arose from House Bill 2015, adopted in 2025, which created a state account intended to enhance law enforcement in Washington and that the proposed action would allow Medina to apply, contingent on adopting a one-tenth of one percent public safety sales and use tax and meeting other grant requirements. Council discussed, asked questions and staff responded.

ACTION: Motion by Deputy Mayor Reeves to approve Ordinance No. 1054 relating to the implementation of a public safety sales and use tax for criminal justice purposes, adding a new Chapter 3.66, Public Safety Sales and Use Tax, to the Medina Municipal Code, authorizing the City to apply for a state public safety grant, providing for severability and corrections, and establishing an effective date. The motion was seconded by Councilmember Luis. The motion carried 5:1 vote.

ACTION: Motion by Councilmember Luis to direct staff to bring back an analysis of the impact of reducing the City's general sales tax by one-tenth of one percent, together with a proposal Council could vote on, and to include the requested public safety financial analysis. The motion was seconded by Councilmember Harini Gokul. The motion carried 6:0 vote.

10.3 Draft Planning Commission Work Plan

Recommendation: Discussion and direction.

Staff Contact: Jeff Swanson, City Manager

City Manager Swanson presented the draft Planning Commission work plan, based on the recent joint meeting. He explained that items marked as priorities included annual code updates, tree management code updates, bulk, outdoor lighting, right-of-way vision, affordable housing, residential lot splitting, capital facilities planning, comprehensive plan amendments, undergrounding utilities, integrated comprehensive planning, gas-powered leaf blowers, franchise agreement for fiber, Green Store concomitant agreement, permit fees, use of advanced deposits, and fee schedule updates. He also noted several items that were not prioritized but were already in process, including telecommunications code updates and a planning services RFQ.

Mayor Rossman asked what would make the work plan actionable for the Planning Commission. City Manager Swanson and Director Wilcox stated that staff would further scope the items, develop a calendar, and bring back more specific items or charges to the Planning Commission as needed. Council asked questions and staff responded.

ACTION: Council reached consensus that the draft work plan reflected the joint meeting priorities and directed staff to return with a more detailed calendar for Council approval.

ACTION: Motion by Councilmember Nunn to direct staff to bring Council an ordinance or other appropriate vehicle to help establish the allowance of short-term rentals in the lead-up to FIFA and the period immediately after, with licensing or other guardrails to protect the community and homeowners. The motion was seconded by Deputy Mayor Reeves. The motion carried 6:0 vote.

10.4 Process for Filling Council Vacancy

Recommendation: Direct staff to facilitate the process to fill the City Council vacancy.

Staff Contact: Jeff Swanson, City Manager

City Manager Swanson presented the process for filling the Council vacancy created by former Councilmember Joseph Brazen's resignation, effective February 26, 2026. He explained that typical steps would include developing a public call for applications describing the Council role and term, opening an approximately 30-day application period for letters of interest and CVs, reviewing applicants in executive session to determine finalists, interviewing finalists in open session at a special meeting, discussing qualifications in executive session, and then returning to open session for nominations and appointment. He noted that Council had 90 days from the vacancy date before the appointment authority would shift to the King County Council. The City Attorney clarified that the practical deadline was around the second meeting in May. Council discussed, asked questions and staff responded.

ACTION: Motion by Councilmember Gokul to direct staff to initiate the process to fill the City Council vacancy as described. The motion was seconded by Deputy Mayor Reeves. The motion carried 6:0 vote.

ACTION: Council also discussed incorporating the adopted vacancy process into Council guidelines at a future time so that the process would be established for future vacancies.

10.5 IT Contract Renewal

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

Councilmember Nunn explained that she pulled the IT Contract from the Consent Agenda for clarity because the City was not fully satisfied with its current IT support and the prior contract had been a five-year agreement. She asked whether the one-year term was intended to provide a runway to either confirm satisfaction or transition to another plan.

City Manager Swanson confirmed that the one-year renewal was intended to facilitate a transition already under consideration. Director Wagner added that the renewal reduced costs because the city would no longer have a permanent on-site support person twice per week. Instead, support would be handled through the ticket system, with on-site support called as needed. He estimated savings of approximately \$40,000 per year.

ACTION: Motion by Councilmember Luis to approve the IT Contract as stated in the Consent Agenda. The motion was seconded by Councilmember Gokul. The motion carried 6:0 vote.

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

Mayor Rossman reported on the City's legislative agenda. She reported on meetings related to Point communities, a Point Mayors check-in, an SCA North Caucus Mayors meeting, and a meeting with Dr. Heather Sanchez, Chief Operating Officer of the Bellevue School District. She also reported continuing work with the King County Regional Water Quality Committee on service plans, utility rates, and related matters.

Councilmember Gokul reported that she and City Manager Swanson met with a property owner following neighborhood concerns raised at a prior Council meeting about a house design. City Manager Swanson and Director Wilcox are continuing to communicate with the owner's representatives.

Councilmember Nunn reported attending the Bellevue Downtown Association dinner in an individual. She also attended the Eastside Women's Leadership Conference. Councilmember Nunn also publicly thanked Chief Sass and officers for assistance with a difficult and concerning situation related to her work.

Councilmember Bustamante reported meeting with Sophie Glass from ARCH for an introduction to the organization. Councilmember Bustamante also reported attending the Bellevue Audit Committee meeting.

Councilmember Luis requested that the Bellevue Fire Chief be invited to a future Council meeting to brief Council on services. Councilmembers supported the request, and City Manager Swanson will contact the Fire Chief.

12. PUBLIC COMMENT

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

Scott Nicholson commented on the public safety sales tax discussion.

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

13. EXECUTIVE SESSION

The Council entered Executive Session at 8:30 PM for an estimated duration of 25 minutes to discuss matters as authorized under RCW 42.30.110 (1)(i) and RCW 42.30.110 (1)(g)

ACTION: No action was taken following the Executive Session.

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

14. ADJOURNMENT

Council adjourned from Executive Session.

Meeting minutes taken by Dawn Nations, Acting City Clerk

DRAFT



MEDINA, WASHINGTON

JOINT CITY COUNCIL AND PARK BOARD MEETING

Hybrid - Virtual/In-Person
 Medina City Hall - Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Monday, March 16, 2026 – 5:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Mayor Rossman called the Joint City Council and Park Board Meeting to order in the council chambers at 5:06pm.

PRESENT

Park Board Member Barbara Moe
 Park Board Chair Katie Surbeck
 Park Board Member Dana Brekke
 Park Board Member India Fitting-Koh
 Park Board Vice-Chair Collette McMullen
 Park Board Member Gretchen Stengel
 Park Board Member Mary Nelson
 Mayor Jessica Rossman
 Deputy Mayor Randy Reeves
 Councilmember Laura Bustamante
 Councilmember Heija Nunn

ABSENT

Park Board Member Michelle Lei
 Councilmember Michael Luis
 Councilmember Harini Gokul

STAFF

Swanson, Osada, Wagner, Sass, Nations

The Mayor noted an amendment to the agenda to add a public comment period, consistent with regular Park Board meeting practice.

2. PUBLIC COMMENT

Suzanne Fleming, a Medina resident of approximately 50 years who lives near Medina Park, addressed the Council and Park Board regarding the City's current hold on memorial tree plantings in Medina Park. Ms. Fleming explained that her son, who helped

her plant their yard decades earlier and loved horticulture and forests, was terminally ill with cancer. She asked whether the city could allow a memorial tree planting for him in Medina Park, near her home.

Mayor Rossman expressed condolences on behalf of the city and noted that the Park Board work plan discussion included memorial plantings and donations. The mayor indicated that staff, including City Manager Jeff Swanson, would follow up regarding the specific request.

3. PARK BOARD BUSINESS

3.1 Easter Egg Hunt Final Details

Park Board members reviewed final preparations for the Easter Egg Hunt. The egg preparation/stuffing event was discussed for Wednesday, March 25 at 1 PM, at City Hall, with community members and youth volunteers invited to participate. Staff noted that community service hours could be offered for students.

The Easter Egg Hunt was confirmed for Saturday, March 28, at 10:00 AM. Staff and the Park Board discussed event publicity, including Public Works placement of signs in the same locations used the prior year, a resident-only postcard mailing, and additional sharing through the Facebook page and City communication channels. Staff reported that the postcard was being coordinated with the printer and, if feasible, would reach residents no earlier than Tuesday, March 24.

The Board discussed age-group signage. The current groups were 3 and under, 4–6, and 7 and up. Members noted that attendance by age group can vary and agreed to be flexible on the day of the event. Staff was asked to prepare a “5” that could be placed over the “3 and under” signage if the Board determines on site that a 5-and-under group would better serve the younger children.

Mayor Rossman asked staff to send calendar invitations for the upcoming Park Board events to Council and Park Board members so they would have the dates readily available.

3.2 Arbor Day Final Details

The Arbor Day event was confirmed for Friday, April 24, at 10:00 AM in Medina Beach Park. Staff and Board members briefly discussed event logistics, contacting the Medina Elementary participation and public notice.

4. JOINT MEETING TOPIC

4.1 Park Board Work Plan Discussion

Recommendation: Discussion and direction.

Staff Contact: Jeff Swanson, City Manager

City Manager Jeff Swanson facilitated a work plan discussion intended to clarify the Park Board’s role, improve communication between the Park Board and City Council, and identify priorities for the next work plan period.

Mr. Swanson began by directing members to the Medina Municipal Code provisions establishing the Parks and Recreation Board. Participants read aloud the code language stating that the Board is a seven-member advisory body that provides guidance to the City Council and staff on the planning, acquisition, development, and operation of park facilities and recreational programs. Members also reviewed the code section listing the Board's duties, including comprehensive park planning, acquisition of parkland or facilities, development and design of parks, capital improvements, park rules, concessions and agreements, and proposed annual budgeting for parks and recreation facilities and programs.

Mr. Swanson said the code gives the Park Board broad authority and responsibility, including areas with significant budget and capital-planning implications. He emphasized that the discussion should help define how workflows between the Council, Park Board, and staff.

The group next reviewed the City Council guidelines related to advisory boards and commissions. The excerpts described the role of advisory bodies in helping the Council formulate policy and implement policy direction.

The discussion then turned to workflow and communication. Park Board members said they need clear priorities, defined scope, context, history, and the specific problem the Council is asking them to solve. Members noted that, without that framing, an advisory body can spend significant time on work that may not align with Council expectations.

Members discussed prior reporting practices and whether more structured communication should be restored. Suggestions included a regular Park Board Chair report to Council, more detailed chair-mayor-city manager check-ins, Councilmember attendance at Park Board meetings, Park Board representatives attending Council meetings, and periodic meetings among representatives of both bodies and staff.

Park Board and Councilmembers reviewed a draft list of possible work plan topics and identified priorities:

- Vegetation management, including blackberries, ivy, and overgrowth along trails and common areas. Discourage or restrict problematic plantings such as Leyland cypress, bamboo, ivy, and other invasive or inappropriate species, particularly in rights-of-way and public-facing spaces
- Better communication with residents so the community understands what the Park Board is doing and how residents can participate.
- Protect and preserve Medina's natural environment, tree canopy, green spaces, and native trees, which was described as central to the City's identity.
- Native biodiversity, low-impact development, pollinator habitat, rain gardens, and using open space to manage stormwater before it enters the lake.
- Park donations and memorials policy

- Park rules, dog issues in Medina Park,
- Signage and enforcement
- park usage management, reservation systems, and tennis court access.
- Developing a strategic plan for the future of Medina's parks.
- Adding seasonal trash cans, more dog-waste stations along walking routes, and making waste containers more attractive and inviting

Mr. Swanson also reviewed Comprehensive Plan and PROS-related work, including inventory of existing parks, identifying gaps between present conditions and intended uses, considering acquisition opportunities, and planning maintenance and capital improvements. He noted that Medina Park is not only a recreation space but also the City's largest stormwater facility, with ponds and wetlands that help settle sediment before water reaches Lake Washington. Members agreed that park planning must account for ecological functions as well as recreation.

4. ADJOURNMENT

Mayor Rossman thanked the Park Board, Councilmembers, and staff for the discussion and participation. The meeting was adjourned at 8:30pm



MEDINA, WASHINGTON

MEDINA CITY COUNCIL REGULAR MEETING

Hybrid – Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, March 23, 2026 – 6:00 PM

MINUTES

1. STUDY SESSION

No Study Session at this meeting.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Jessica Rossman called the Medina City Council regular meeting of Monday, March 23, 2026, to order at 6:00 PM.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Heija Nunn
Councilmember Laura Bustamante

ABSENT

Councilmember Harini Gokul
Councilmember Michael Luis

STAFF

Swanson, Sass, Wagner, Wilcox, Osada, Archer, Nations

3. APPROVAL OF MEETING AGENDA

Mayor Rossman requested that the item titled Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events be removed from the Consent Agenda and added as a City Business item 10.2.

Councilmember Nunn requested that 2026 Post Office Interior Painting also be removed from the Consent Agenda and added as City Business item 10.3.

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

4. PUBLIC COMMENT PERIOD

Mayor Jessica Rossman opened the public comment period.

City Clerk Dawn Nations reported that written comments had been received from M. Sweat and Suzanne Fleming. The following person addressed the council:

Mr. Nelson, of Evergreen Point Road, commented on the pulled alcohol-service ordinance. He said he agreed the item needed further discussion and noted that the draft referenced permit fees. He asked who would pay such fees when a sponsor operates a beer or wine garden at an event.

Mr. Nelson addressed the council with concerns regarding flooding affecting a resident living along the south edge of Medina Park.

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

5. PRESENTATIONS

There were no presentations.

6. CITY MANAGER'S REPORT

6.1a State Legislative Update

City Manager Swanson reported that three legislative session summaries had been included in the packet, from the Association of Washington Cities, Sound Strategies, and ARCH. He said staff would be reviewing recently passed legislation to determine impacts on City code, particularly related to housing and middle housing and highlighted a transportation operating budget related to lid maintenance.

6.1b Park Donation and Memorials Policy Discussion

Recommendation: Discuss and provide direction on the Park Donation and Memorials Policy and disposition of the current moratorium.

Staff Contact: Jeff Swanson, City Manager

City Manager Swanson introduced the discussion on the Park Donation and Memorials Policy. He summarized concerns identified in the agenda bill, including the potential proliferation of donations and memorials, unintended changes to the function and character of parks, ongoing maintenance and repair liability, and impacts on regular park maintenance and groundskeeping. He reported that the city had received two additional requests since the agenda packet was prepared.

Mr. Swanson asked the Council for policy direction on what memorials in parks should look like and what form recognition should take. Councilmembers discussed the need to move quickly due to the number of pending requests and the need for a fair, consistent approach. There was general support for continuing the pause or moratorium while developing a clearer policy.

Councilmembers expressed interest in having the Park Board focus on how memorial donations could be acknowledged without necessarily adding physical features throughout parks. The discussion emphasized fairness, inclusivity, and maintaining parks primarily as parks rather than allowing memorials to dominate the visual or functional character of public spaces. The policy should be consistent with the comprehensive plan and the intended vision, function, and character of City parks.

ACTION: Council directed staff and the Park Board to continue work on a focused memorial policy, maintain the current pause while that work proceeds, consider resident

or Medina-connection criteria, and preserve Council discretion for special recognition of significant community contributions.

7. CONSENT AGENDA

The Consent Agenda was reduced by the removal of 2026 Post Office Interior Painting and Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events for separate discussion.

ACTION: Motion to approve the Consent Agenda as amended was made by Deputy Mayor Reeves and seconded by Councilmember Bustamante. By consensus the consent agenda was approved as amended.

7.1 2026 Resurface Gravel Walkways

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

7.2 Planning Commission Appointment Confirmation

Recommendation: Approve.

Staff Contact: Jeff Swanson, City Manager

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

None.

10. CITY BUSINESS

10.1 HB 2015 Public Safety Sales Tax

Recommendation: Discuss questions from prior implementation of HB2015 Public Safety Sales Tax.

Staff Contact: Jeff Swanson, City Manager, Jeff Sass, Police Chief, Ryan Wagner, Finance/HR Director, Jennifer Robertson, City Attorney

City Manager Swanson introduced the item and reviewed the background. He stated that at the March 9 meeting the Council considered an ordinance adopting a one-tenth of one percent public safety sales tax authorized by HB 2015. Adoption of the sales tax was a prerequisite for eligibility for a three-year grant through the Criminal Justice Training Commission in the amount of \$125,000 per year, with applications due March 31, 2026.

Mr. Swanson explained that the tax revenue would be restricted to eligible law enforcement and public safety expenses, including personnel, corrections, mental health intervention services, and public defense costs. He said Medina met nearly all statutory criteria, but because the City relies on partner agencies for certain services, eligibility depended in part on whether those partners met the required standards. Staff had initially believed Medina would not qualify but learned in February that King County Corrections had met the necessary criteria. That late development created urgency to bring the ordinance forward before the grant deadline.

Councilmembers stated that the staff responses to prior questions were clearly outlined in the Agenda Bill in the packet. This is small investment for a substantial public safety return and thanked staff and the Police Chief for moving quickly to meet the deadline. Mayor Rossman stated that the Council appreciates the Police Department and regularly receives compliments about its service. She characterized the action as supporting long-term community stability and expressing confidence in the Police Department.

Mr. Swanson clarified a prior statement about public safety costs. He reported that the City's total 2026 budget is approximately \$11.6 million, with the General Fund at approximately \$8.7 million. He said public safety costs, broadly including the Police Department, Bellevue Fire contract, Marine services, mental health services, lifeguards, prosecuting and defense services, court and jail costs, and related services, are budgeted at approximately \$4.2 million. He clarified that public safety represents approximately 36 percent of the total City budget.

Councilmembers discussed the value of communicating the City's overall budget and the components of public safety more clearly to residents. Mayor Rossman asked that those communication comments be incorporated into budget planning and future public-facing materials.

Mr. Swanson explained that the bill contains extensive eligibility criteria, including accreditation and policy requirements. He said Medina's Police Department already met nearly all requirements and needed partner agencies to satisfy their portions. He noted that the department had made minor policy changes to align wording with state requirements and would complete required training within the next two months. Chief Sass said the late timing was not his preferred way to bring an item forward, but the opportunity arose when King County Corrections qualified. He thanked the Council for its support.

No additional formal action was taken on this item during the meeting.

10.2 Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events

Recommendation: Adopt Ordinance No. 1055.

Staff Contact: Jeff Swanson, City Manager

Mayor Rossman explained that she had pulled the proposed ordinance from the Consent Agenda because she had concerns about the breadth and clarity of the draft. She said the underlying goal was to allow the Saint Thomas Church-sponsored wine garden at Medina Days to be integrated more closely into the event, rather than being located in the right-of-way because of the City's blanket prohibition on alcohol in parks.

Mayor Rossman suggested that staff consider an approach modeled on Kirkland's concept of a City Council-designated community event. She said such an approach could solve the Medina Days issue while avoiding unintended consequences. She also noted that the proposed language referred to "public events" but did not define that term.

Council asked questions and staff responded.

ACTION: Council directed staff to research the issue, including any deed, agreement, reverter, or other recorded restriction, so the City understands its rights and obligations.

Councilmembers expressed interest in starting narrowly, potentially with Medina Days and other City-sponsored or City-partnered events and then evaluating whether any broader allowance would be appropriate later.

ACTION: Council directed staff to revise the ordinance, clarify definitions and application procedures, evaluate the right-of-way issue, and research any property restrictions affecting Medina Beach Park. The item was expected to return at the next Council meeting.

No action was taken on Ordinance No. 1055.

10.3 2026 Post Office Interior Painting

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

Councilmember Nunn explained that the Post Office is a highly visible and well-used public asset and asked whether the City's lease or relationship with postal staff would allow for a more holistic review while the interior is being painted. Councilmember Nunn raised questions about the size and placement of City noticeboards, interior organization, waste issues, and whether the City could coordinate with postal leadership to improve the space rather than simply repaint around existing conditions.

Public Works Director Ryan Osada described the project as maintenance. He said the interior had not been painted in approximately 20 years and the work would include walls, ceilings, trim, and doors, while maintaining the blue striping associated with the Post Office. He said much of the work would involve moving furniture, shelving, and boxes so the contractor could paint behind them. Permanent elements such as cabinets and the bathroom would be addressed as appropriate, but removable postal shelving would not be painted.

Mr. Osada said the project would likely take a little more than one week and would be performed by a small crew. He said the selected contractor was the lowest responsible bidder, was qualified, had performed City work previously, and was familiar with the City's expectations.

Councilmembers continued to encourage staff to consider the project in the context of maintaining and improving a city asset. Following discussion, the Council approved the project.

ACTION: Motion to approve the 2026 Post Office Interior Painting as presented in the Consent Agenda was made by Councilmember Bustamante and seconded by Councilmember Nunn. The motion carried unanimously.

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

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

Mayor Rossman reported that she attended an East King subarea regional meeting with Sound Transit board members. She said Sound Transit was discussing budget pressures, increased costs, and prioritization among promised service expansions, including West Seattle, Ballard, Kirkland, and Issaquah. She noted that communities

have planned around expected future service and that difficult discussions are continuing. She also mentioned broader regional questions about communities that are significant hubs but are not currently on planned train lines, such as Renton. Mayor Rossman stated that she conveyed the Council's previously provided comments.

Mayor Rossman also reported resident contacts related to a utility trench near the north end of Evergreen Point Road and questions about whether concrete restoration was necessary where different surface materials already exist. She referred the matter to the City Manager and Public Works Director. She also discussed resident questions about business licenses and the need for clear website information and frequently asked questions regarding when licenses are required. Additional contacts included concerns about a possible Airbnb, trash can management, and the annual request for the city to recognize National Boating Week.

Mayor Rossman then raised an upcoming Suburban Cities Association Regional Water Quality Committee issue. She said the SCA caucus was considering a comment letter regarding King County Wastewater Treatment Division's proposed rate increase. Councilmembers asked questions and staff responded. Mr. Swanson offered to serve as a clearing point for future regional policy comment letters, circulating proposed letters to Councilmembers for input and helping consolidate the City's position when timing allows.

Councilmember Bustamante reported that an upcoming ARCH elected officials group meeting would be introductory and that future discussions may include identifying funding sources for housing, potentially including a levy-type approach, though no City position was needed at that time.

Councilmember Nunn reported attending a Public Issues Committee meeting of the Sound Cities Association where members discussed King County Transportation Benefit District revenue options for unincorporated county roads and possibly King County Metro. The discussion involved likely councilmanic tax action, regional tax fatigue, and the desire for cities to have a voice in how revenue is deployed. Councilmember Nunn addressed the importance of keeping Medina's legislative agenda current so representatives can respond consistently when urgent regional issues arise. She also reported resident conversations regarding the Green Store, pickleball and potential pickleball noise, and a coyote problem. Staff and the Police Chief indicated the coyote issue was already being addressed.

Councilmember Bustamante asked City Manager Swanson about Kitchen and Market. Mr. Swanson explained that several parties are involved. He said the concomitant agreement with the property owner concerns retaining a historical use, and amending its conditions would generally require the property owner to proceed in a manner similar to an applicant for land use approval. He said staff would need to research whether the city could act as an applicant or whether area-wide land use changes could provide a separate City-driven path. Mr. Swanson said potential land use changes in the area, if pursued, could help resolve issues related to the agreement.

12. PUBLIC COMMENT

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

Mark Nelson provided public comment. He agreed with the Council's discussion about

educating residents on taxes and said residents often do not know how much of their property taxes actually go to the City. He stated that Medina's share is low compared with other cities and said that should be included in future communications.

Mr. Nelson also commented on the alcohol-service discussion. He said Yarrow Point allows alcohol at its community celebration and that he would check with Yarrow Point regarding how its code or event process allows alcohol service on that occasion.

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

13. EXECUTIVE SESSION AND CLOSED SESSION

Council entered into executive session at 7:35pm under RCW 42.30.110(1)(i) to discuss with legal counsel matters relating to agency enforcement actions or litigation or potential litigation when public knowledge of the discussion would likely result in adverse legal or financial consequence to the agency.

Mayor Rossman also announced a closed session under RCW 42.30.140(4)(a) and (b) regarding collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, interpretation or application of a labor agreement, strategy or position to be taken during collective bargaining or related proceedings, and review of proposals made in negotiations or proceedings while in progress.

No action was anticipated. The Council announced that it would be in executive session and closed session for a total of 30 minutes and would adjourn directly from the closed session.

ACTION: No action was taken following the Executive Session.

The Assistant City Attorney Charlotte Archer was present online during the Executive and Closed Session

14. ADJOURNMENT

The Council recessed into executive session and closed session and was to adjourn directly thereafter.



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 11, 2026

<p>Subject/Topic: 2026 Medina Park North Pond Vegetation Removal Change Order 1</p> <p>Dept. Origin: Public Works</p> <p>Category: Consent</p> <p>Prepared by: Ryan Osada, Public Works Director</p> <p>Attachments:</p> <p>Riparia_Medina Ponds COP001 Riparia_COP_001</p>	<p>Proposed Council Action/Motion:</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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Proposed Council Action: Approve

Summary

This project was originally focused on the North Pond to remove invasive aquatic vegetation prior to dredging. During the March 25th site meeting with WDFW, USACE, and DOE, clarification was provided regarding use of hand labor or light equipment for vegetation removal. Based on the information received, our consultants advised expanding the project to the south pond. This step is crucial in preventing algae blooms and water quality issues. Invasive weeds can negatively affect native vegetation, fish habitat and water flow.

This project meets the requirements for the King County Flood Control District SROF which currently has approximately \$700,000.00 available for the City of Medina.

Council Priorities

This proposal furthers Council Priorities 1, 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: \$60,943.00 (SROF Funding)

Recommendation: Approve

City Manager Approval: 

Proposed Council Motions: I move to authorize the City Manager to negotiate and approve Change Order 001 with **Riparia Environmental** for the Medina Park North Pond Invasive Vegetation Removal Project.



Fife Office
4630 16th St. E, Suite B17, Fife, WA 98424
253-453-1935

April 27, 2026

City of Medina
Attn: Ryan Osada
501 Evergreen Point Road
Medina WA 98039

RE: 2026 Medina Park North Pond Vegetation Removal - Additional Tasks Change Order

Dear Ryan Osada,

Riparia Environmental is pleased to provide this estimate regarding the North Pond at Medina Park 7789 NE 12th ST Medina, WA 98039.

Task 2: Manual Removal and Disposal of Lily Pad Vegetative Material in South Pond,

The Contractor shall provide all labor, tools, and materials necessary to complete the following: Site Review and Preparation, Manual Vegetation Removal, Debris Collection and Disposal, Environmental Protection

Task 2: \$ 48,979.00

Task 3: Clear Cattail to within 3' of bank in Both Ponds

The Contractor shall provide all labor, tools, and materials necessary to complete the following: Site Review and Preparation, Manual Vegetation Removal, Debris Collection and Disposal, Environmental Protection

Task 3: \$ 7,290.00

Task 4: Thirsty Duck Clean Out

The Contractor shall provide all labor, tools, and materials necessary to complete the following: Manual Vegetation Removal, Debris Collection and Disposal, Environmental Protection

Task 4: \$ 4,674.00

[Based on L&I Prevailing Wage for Landscape Maintenance in King County]

Sincerely,

Thomas Miller
Operations Manager
tmiller@riparia-env.com



CHANGE ORDER NO. 001

Date:	April 28, 2026	Project #:	n/a
Contract Name:	2026 Medina Park North Pond Vegetation Removal		
Contractor:	Riparia Environmental		

CHANGE ORDER DESCRIPTION

Change Requested by:	<input checked="" type="checkbox"/> Engineer	<input type="checkbox"/> Contractor
Per attached Change Order Proposal dated April 27, 2026		
Task 2: Manual Removal and Disposal of Lily Pad Vegetative Material in South Pond		
Task 3: Clear Cattail to within 3’ of bank in Both Ponds		
Task 4: Thirsty Duck Clean Out		

CONTRACT AMOUNT ADJUSTMENT

Bid Proposal	Description of changes – describe bid items, quantities, unit prices, etc. used to determine contract adjustment	Contract Adjustment Amount
Task 2	Manual Removal and Disposal of Lily Pad Vegetative Material in South Pond	48,979.00
Task 3	Clear Cattail to within 3’ of bank in Both Ponds	7,290.00
Task 4	Thirsty Duck Clean Out	4,674.00
Total Contract Adjustment this Change Order		60,943.00

Original Contract Amount	27,439.50
Total Previous Change Orders	0
Total this Change Order	60,943.00
Total Adjusted Contract Amount to Date	88,382.50

CONTRACT TIME ADJUSTMENT

Total Working Days the Change Order:	30	Working Days
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The payment and/ or additional time specified and agreed to in this Change Order constitutes full adjustment for and settlement of, all costs and time relating to the performance of the work described here. The work covered by the Change Order shall be performed under the same terms and conditions as those included in the original contract unless otherwise described here.

REQUIRED SIGNATURES:

City of Medina		
<i>Approved by City Manger</i>		
<i>Signature</i>	<i>(Print Name)</i>	<i>Date</i>
<i>Approved by Public Works Director</i>		
<i>Signature</i>	<i>(Print Name)</i>	<i>Date</i>
Contractor		
<i>Signature</i>	<i>(Print name & title)</i>	<i>Date</i>



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 11th, 2026

<p>Subject/Topic: Ordinance Amending Municipal Code Allowing Alcohol Service for Special Events</p> <p>Dept. Origin: Consent</p> <p>Category: City Business</p> <p>Prepared by: Jeff Swanson, City Manager</p> <p>Attachments: Ordinance No. 1055</p>	<p>Proposed Council Action/Motion:</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input checked="" type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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Proposed Council Action

Approve Ordinance No. 1055, AMENDING SECTION 12.20.010 OF THE MEDINA MUNICIPAL CODE TO ALLOW ALCOHOL SERVICE BY SPECIAL EVENT PERMIT, AMENDING SECTIONS 9.40.040, 9.40.050, AND 9.40.060 REGARDING SERVICE OF ALCOHOL DURING SPECIAL EVENTS; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

Summary

The City Council requested staff bring an amendment to the Medina Municipal Code allowing for the service of alcohol by special event permit at City parks and establishing the conditions whereby such would be allowed. The attached ordinance accomplishes this.

Council Priorities

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

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

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

Recommendation: Adopt Ordinance No. 1055

City Manager Approval:



Proposed Council Motion:

"I move approval of Ordinance No.1055 AN ORDINANCE OF THE CITY OF MEDINA, WASHINGTON, AMENDING SECTION 12.20.010 OF THE MEDINA MUNICIPAL CODE TO ALLOW ALCOHOL SERVICE BY SPECIAL EVENT PERMIT, AMENDING SECTIONS 9.40.040, 9.40.050, AND 9.40.060 REGARDING SERVICE OF ALCOHOL DURING SPECIAL EVENTS; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE."

CITY OF MEDINA, WASHINGTON

ORDINANCE NO. 1055

AN ORDINANCE OF THE CITY OF MEDINA, WASHINGTON, AMENDING SECTION 12.20.010 OF THE MEDINA MUNICIPAL CODE TO ALLOW ALCOHOL SERVICE FOR CITY COUNCIL DESIGNATED COMMUNITY EVENTS AND ADDING A NEW SECTION 12.20.012 REGARDING CITY COUNCIL-DESIGNATED COMMUNITY EVENTS, ESTABLISHING MEDINA DAYS AS SUCH AN EVENT, ESTABLISHING APPLICATION AND APPROVAL REQUIREMENTS FOR SALES OF ALCOHOL AT SUCH AN EVENT; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Medina Days is an annual community event which has been important to the cultural fabric of Medina; and

WHEREAS, Medina Days has included a wine or beer garden where celebrants who are over 21 can purchase alcohol; and

WHEREAS, the Medina code has historically prohibited alcohol service in its parks under the Park Rules and this has led to the beer or wine garden being located outside the park and far from the Medina Days activities; and

WHEREAS, in order to allow the possibility of alcohol consumption at Medina Days, and other city council-initiated community events, updates to the Medina Park Rules is required; **NOW, THEREFORE**,

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

Section 1. Subsection “A” of Section 12.20.010 of the Medina Municipal Code is hereby amended to read as follows:

12.20.010. Rules applying to all public parks.

The following rules shall apply and be enforced in all public parks:

- A. No alcoholic beverages shall be allowed, except for city council-designated community events consistent with the provisions in MMC 12.20.012.

* * * * *

Section 2. A new section 12.20.012 is hereby added to the Medina Municipal Code to read as follows:

12.20.012 City Council-Initiated Community Events.

A. A city council-initiated community event is a special event designated as such by the city council and which is intended primarily for Medina residents, is open to the public free of charge, and is organized either by the city, a group of Medina residents, or a recognized Medina non-profit organization. The annual Medina Days celebration in August is recognized as a city council-initiated community event. The council may add other city council-initiated community events by passing a resolution with such designation.

B. A city council-initiated community event held in a public park may serve alcohol under the following conditions:

1. The city will not sponsor, pay for, or manage any alcohol sales or service.
2. The sponsor or manager of such alcohol sales or service shall be required to submit an application and obtain approval from the city for alcohol sales at the council-initiated special event. Such application shall include, at a minimum, the following information:
 - a) The name, address and telephone number of the applicant;
 - b) The name, address and telephone number of the person who will be directly in charge of and responsible for the alcohol sales;
 - c) A full and complete description of the scope and schedule for the alcohol sales and service sought to be held during the city council-initiated community event;
 - d) The proposed sales and service location, including the dimensions and plans for any structure to be erected or constructed in connection with the alcohol sales activity, and the occupancy for the location;
 - e) Whether the sales and service location is proposed to utilize any city street or right-of-way and if so, the location and dimensions of the proposed use,

together with a statement as to the dimensions of remaining unobstructed street or right-of-way;

- f) Plans for the assembly and dispersal of the sales and service area, including times and locations thereof including setup/takedown times;
- g) Information about the types of alcohol (beer, wine, spirits), if there will be a restricted alcohol service area, how the applicant will avoid service to minors, how the applicant will ensure that no minors are present in the alcohol service area, and how the applicant will ensure no overservice of alcohol occurs;
- h) The following requirements shall be included in the application form:
 - (i) The applicant is required to procure and maintain for the duration of the use period insurance against claims for injuries to persons or damage to property which may arise from or occur in connection with the use of the facilities and the activities of the applicant and his or her guests, representatives, volunteers, and employees. Accordingly, the applicant shall provide proof of general liability insurance, with minimum limits of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate, and name City of Medina as an additional insured by using ISO endorsement CG 20 11 on said policy. The applicant shall also procure and maintain for the duration of the permit Liquor Liability insurance in the amount of not less than \$1,000,000 per occurrence if the applicant is in the business of manufacturing, distributing, selling, serving or furnishing alcoholic beverages. Medina is to be named as an additional insured on the Liquor Liability insurance. If the applicant is hiring another party to sell and/or serve any alcohol such as a caterer, bartender, winery or brewery, the applicant shall require this party to have Liquor Liability insurance with limits of not less than \$1,000,000 per occurrence, listing Medina as an additional insured. All insurance policy(ies) shall contain, or be endorsed to reflect, that the applicant's insurance coverage shall be primary insurance as respects the City of Medina. Any insurance, self-insurance, or self-insured pool coverage maintained by the City of Medina shall be excess of the applicant's insurance and shall not contribute with it.
 - (ii) The applicant shall indemnify, defend, and hold harmless the City of Medina, its elected and appointed officials, its employees, volunteers, and agents from and against any and all claims, demands, suits, actions, payments and judgments as a result of injury or death of any person or property damage sustained by

applicant or any other persons which arise from and in any manner grow out of any act or omission on or about said facility by applicant, its agents, guests, or employees in the execution of permit for the service of alcohol including any and all expenses, legal or otherwise incurred by the city or its representatives in the defense of any suit or claim. Such indemnity shall not include claims arising as a result of the sole negligence of the City of Medina, its elected and appointed officials, its employees, and agents; and

- i) Any additional information, which the city manager or city manager's designee shall find reasonably necessary to determine the scope of the proposal, the responsibility of the applicant, and that the applicant has adequate controls in place to ensure no alcohol service will be made to minors and no overservice will occur for adults.
3. The city manager or city manager's designee has the discretion to deny applications for alcohol services at a city council-initiated community event if the city manager or designee concludes that the applicant would be unable to meet the insurance or indemnification requirements, the proposal is not consistent with the city council-initiated community event tradition, or the applicant does not have adequate plans in place to ensure that service of minors and/or over service of adults will not occur. The decision of the city manager or designee is final and not appealable.

Section 3. Severability. If any section, sentence, clause, or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. 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/clerk errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 5. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 6. 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 11TH DAY OF MAY BY A VOTE OF ___ FOR, ___ AGAINST, AND ___ ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE 11th DAY OF MAY, 2026.

Jessica Rossman, Mayor

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

Attest:

Jennifer R. Robertson, City Attorney

Dawn Nations, Acting City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: 1055/ AB



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 11, 2026

<p>Subject/Topic: Surplus Equipment Resolution</p> <p>Dept. Origin: Finance/HR</p> <p>Category: Consent</p> <p>Prepared by: Ryan Wagner – Finance Director</p> <p>Attachments: Resolution 459 Additional Surplus Equipment</p>	<p>Proposed Council Action/Motion:</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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Proposed Council Action

To Approve the consent item, Resolution 459 for surplus equipment.

Summary

Per City policy, the City Council must approve all equipment sales of more than \$10,000. Public works is looking to sell a 2023 Kubota L5030HSTC Tractor which has been valued at \$15,000.

Also included is a list of other equipment that has been listed on Gov Deals for auction, which will be available for bid until the 19th of May.

Council Priorities

This proposal furthers Council Priorities 1, 2 and 3.

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

Budget/Fiscal Impact: The funds raised through the sales of equipment will be used to offset costs approved at the second April Council meeting.

Recommendation: Approve.

City Manager Approval:

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 459

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DECLARING CITY-OWNED PROPERTY TO BE SURPLUS TO THE CITY'S NEEDS, AND AUTHORIZING SALE OR TRANSFER OF THE PROPERTY FOR A PUBLIC BENEFIT PURPOSE PURSUANT TO MMC 2.48.010 AND 2.48.020.

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

WHEREAS, the City owns a piece of equipment which is a 2003 tractor that is surplus to its current needs; and

WHEREAS, the 2003 tractor is a Kubota L5030HSTC with the following vehicle identification number: 31121 ("2003 Tractor"); and

WHEREAS, the Council authorized the purchase of equipment to replace the 2003 Tractor which will be used to do the work that the 2003 Tractor was used for and will have additional capabilities; and

WHEREAS, the trade-in value for the 2003 Tractor is \$15,000 and therefore, it must be declared surplus before it can be traded-in or otherwise sold; and

WHEREAS, in order to help fund the purchase of the new equipment, the Council deems it in the public interest to declare the 2003 Tractor surplus and to authorize its sale under MMC 2.48.020; **NOW, THEREFORE**,

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

Section 1. Declaration of Surplus Property and Authority for Disposition. Pursuant to MMC 2.48.010, the City Council finds, determines, and declares that the 2003 Tractor which is described in the above recitals is surplus to the City's needs and is not needed to discharge any obligation of the City and the disposition of the surplus property in the best interests of the City and its residents. The City Manager or designee is authorized to dispose of the 2003 Tractor in accordance with the provisions of Chapter 2.48 MMC and state law.

Section 2. Approval and Effective Date. This Resolution is hereby adopted and shall be effective as of the date of adoption by the City Council set forth below.

1Error! Unknown document property name.

**PASSED BY THE CITY COUNCIL THIS 11th DAY OF MAY 2026, AND
SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 11th DAY OF MAY, 2026.**

Jessica Rossman, Mayor








Approved as to form:

Attest:






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

Dawn Nations, Acting City Clerk

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

ID ↓	Inventory ID	Photo	Asset Title	Ass Sta	Actions
21			8 ft. Inflatable Boat	Hol	⋮
20			8hp Evinrude E8RCRM Outboard Motor	Hol	⋮
19			10 ft. Livingston Dinghy	Hol	⋮
18			Kohler 40KW Towable Generator	Hol	⋮
17			Case 580 SK Turbo Backhoe Loader (2-WD)	Hol	⋮
16			1998 HI-WAY Street Sander	Hol	⋮
15			2008 Speed Radar Trailer	Hol	⋮



ID ↓	Inventory ID	Photo	Asset Title	Ass Sta	Actions
14			2015 Chevrolet Tahoe	Hol	⋮
13			2009 Chevrolet Tahoe	Hol	⋮
12			Lazer Line Striper LD/ Walk Behind Parking Lot Striper	Hol	⋮
11			Speed Radar Trailer	Hol	⋮
5			Sears / Craftsman	Hol	⋮

