



MEDINA CITY COUNCIL

Monday, September 28, 2026

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

AGENDA

VISION STATEMENT

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

MISSION STATEMENT

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



MEDINA, WASHINGTON

MEDINA CITY COUNCIL

SPECIAL AND REGULAR MEETING

Hybrid - Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, September 28, 2026 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

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

CITY MANAGER | Jeff Swanson

CITY ATTORNEY | Jennifer S. Robertson

ACTING CITY CLERK | Dawn Nations

Hybrid Meeting Participation

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

Join Zoom Meeting

<https://medina-wa.zoom.us/j/89185428569?pwd=d9QwY6gFPBJ1bUzHN9GMblhciGbbn3.1>

Meeting ID: 891 8542 8569

Passcode: 489905

One tap mobile

+1-253-215-8782

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

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

Time Estimate: 50 minutes

The regular meeting will start at 6:00 PM

1.1 Gas Powered Leaf Blowers

Recommendation: Provide direction on draft code language to regulate the use of gas-powered leaf blowers.

Staff Contact: Jeff Swanson, City Manager

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

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

3. **APPROVAL OF MEETING AGENDA**

4. **PUBLIC COMMENT PERIOD**

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

5. **PRESENTATIONS**

6. **CITY MANAGER'S REPORT**

Time Estimate: 15 minutes

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

6.1a Medina Days Discussion

Recommendation: Discussion and direction.

Staff Contact: Jeff Swanson, City Manager

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](#) Resolution No. 464 - Indigenous Peoples' Day
Recommendation: Adopt Resolution No. 464.
Staff Contact: Jeff Swanson, City Manager

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

- [9.1](#) Development Impacts Project, Phase 1
Recommendation: Hold a public hearing and consider adoption of Ordinance No. 1062.
Staff Contact: Steve Wilcox, Development Services Director

Time Estimate: 50 minutes

10. CITY BUSINESS

- [10.1](#) 2027 Preliminary Budget Expenditures Discussion
Recommendation: Discussion.
Staff Contact: Ryan Wagner, Finance/HR Director

Time Estimate: 30 minutes

11. COUNCILMEMBER REPORTS AND ROUNDTABLE

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

12. PUBLIC COMMENT

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

13. CLOSED SESSION

RCW 42.30.140(4)(a)

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

No action to follow council will leave the closed session and enter into the executive session.

14. EXECUTIVE SESSION

RCW 42.30.110 (1)(g)

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to **RCW 42.30.140(4)**, discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

No action to follow and council will adjourn from executive session.

15. ADJOURNMENT

Next regular City Council Meeting: October 12, 2026, at 5 PM.

ADDITIONAL INFORMATION

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

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

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

UPCOMING MEETINGS AND EVENTS

Monday, October 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, September 28, 2026, Regular Meeting of the Medina City Council was posted and available for review on Friday, September 25, 2026, at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at www.medina-wa.gov.



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 24, 2026

Subject/Topic: Gas-Powered Leaf Blowers Dept. Origin: City Manager Category: Study Session Prepared by: Jeff Swanson, City Manager Attachments: (1) 10.27.2025 Agenda Bill (2) 11.19.2025 Agenda Bill (3) 11.19.2025 Draft Code Framework - GPLB (4) 6.8.2026 GPLB Study Session	Proposed Council Action/Motion: ☐ Information Only ☐ Receive and File ☒ Discuss ☒ Provide Direction ☐ Public Hearing ☐ Adopt/Approve ☐ Other:
---	--

Proposed Council Action

Discuss and provide direction on draft code language to regulate the use of gas-powered leaf blowers.

Summary

Recent City Council discussions on regulating use of gas-powered leaf blowers occurred on June 8, 2026, November 19, 2025, and October 27, 2025. At the November 19, 2025 study session staff presented draft code language for City Council consideration.

Council is asked to consider the following policy parameters to incorporate into the draft code regulations:

- a. Extent of use restrictions (complete ban, seasonal ban, emergency use exceptions)
- b. Phasing-in of regulations
- c. Effective date of regulations (and phasing, if desired)

Background documents from June 8, 2026 study session can be found at this link:

https://www.medina-wa.gov/sites/default/files/fileattachments/central_services/page/18068/gas_powered_leaf_blower_documents_from_study_session.pdf

Council Priorities

This proposal furthers Council Priorities 4 and 5.

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

Budget/Fiscal Impact:

None.

Recommendation: Provide direction on draft code language to regulate the use of gas-powered leaf blowers.

City Manager Approval:



Proposed Council Motion: None.

Gas-Powered Leaf Blowers

City Council Study Session

September 24, 2026

Jeff Swanson, City Manager



Agenda

- Update on other communities considering GPLB regulations
- Consideration of draft regulations and direction on specific code parameters
- Next steps

Update on other communities considering GPLB regulations

- Medina → Resolution 435: phase-out of GPLBs by 12/31/2027
- Bainbridge Island → Ban effective 7/1/2027, exemption for emergency utility and public safety work
- Kirkland → Electric leaf blower initiative became electric equipment initiative; exploring ban by 12/31/2028
- Seattle → resolution (not ban) in place, unenforceable and behind stated implementation schedule (passed in 2022) where city/commercial contractors phase out by 1/1/2025 and public phase out by 1/1/2027



HB 1868 (Rep. Walen, 48th LD)
t passed

phased ban started 1/1/2026 with full

Consideration of draft regulations and direction on specific code parameters

- Extent of use restrictions
 - Complete ban?
 - Seasonal ban?
 - Emergency use exceptions
- Phasing-in of regulations?
- Effective date(s) of regulations/phases of regulations
- Enforcement warning period

Next steps

- Public information and outreach
 - Notice of hearing
 - Social media, direct mailers (residents, 276 registered businesses)
- Enforcement feasibility analysis

Questions/Discussion



Gas-Powered Leaf Blowers

City Council Study Session

June 8, 2026

Jeff Swanson, City Manager



Agenda

- What is the issue with gas-powered leaf blowers?
- How are other communities addressing this issue?
- What has Medina done to address this issue?
- What next steps does Medina need to take?



What is the issue with gas-powered leaf blowers?

- Noise Disturbance → Video (videographer: Randy Reeves)
- Emissions, Environmental Quality, and Public Health
 - Banks & McConnell EPA Paper
 - Edmonds Emissions Test: Car vs. Truck vs. Leaf Blower

How are other communities addressing this issue?

- Adoption of regulations up to and including complete ban
 - City of Portland, Oregon: seasonal use only (Oct 1 – Dec 31) eff. 1/1/2026; complete ban eff. 1/1/2028
 - State of California: new small off-road engine (SORE) emissions prohibited eff. 1/1/2024
 - City of Kirkland, Washington: resolved goal to sunset GPLBs by 12/31/2025 as part of three-year effort of public outreach, internal testing, and incentives; 12/2025 initiative extended three years and expanded as “Electric Equipment Initiative” (GPLBs fully sunset by 12/31/2028)
 - City of Seattle, Washington: 2022 resolution calling for phase-out in City ops in 2025 and citywide in 2027; delayed as enforcement and incentive policies developed

What has Medina done to address this issue?

- 2022 to 2023 – public outreach and education
- 2023 – adoption of Resolution 435
 - Phase out GPLBs by 1/1/2028
- 2025 – Public Works implements seasonal use policy (GPLBs allowed October – March); equipment acquired and tested
- 2025 (to present) – City Council work on draft code



What next steps does Medina need to take?

- Finish code development determining:
 - Timing/phasing of ban
 - Special use exceptions
 - Emergency exemptions
 - Enforcement warning period
 - Confirmed effective dates
- Public Outreach
 - Social media, open house, mailers (residents, 276 businesses)
 - Other interventions (incentives)
- Enforcement Feasibility



Questions/Discussion





MEDINA, WASHINGTON

AGENDA BILL

Wednesday, November 19, 2025

Subject: Discussion re: Legislative Direction on Phasing-Out Gas-Powered Leaf Blowers

Category: Study Session

Staff Contact: Jeff Swanson, City Manager; Ryan Osada, Public Works Director; Jennifer Robertson, City Attorney's Office

1. **Summary of Process to Date.**

The City Council has been considering changing regulations regarding Gas Powered Leaf Blowers ("GPLB") for several years. The City mostly recently conducted outreach in the spring of 2023, soliciting input from the public, including holding an open house in May of 2023. Following multiple council meetings on the topic, on September 11, 2023, the City Council adopted Resolution No. 435 which set the goal of phasing out GPLB by 2028. Resolution No. 435 also required additional community outreach and exploration and phase-in for the City's public works department.

While the City's public works department purchased an Electric Powered Leaf Blower ("EPLB") in 2025, the City did not begin the additional public outreach process as contemplated by Resolution No. 435.

Copies of prior agenda bills and the supporting documents October 27th are attached to this Agenda Bill.

2. **Summary of Direction from Council on October 27, 2025.**

After discussion on October 27th, the City Council direction included the following:

- The Council re-affirmed the goals in Resolution No. 435.
- There was no consensus on a date for a ban. Some Councilmembers expressed an interest in moving towards a complete ban of GPLB to take effect no later than January of 2028, with an effort to expedite the ban to 2027 if possible. However, some councilmembers had no timeline, rather, there was interest in doing outreach and education prior to establishing a firm date.
- The Council perspective varied on whether to allow seasonal use (October – March) of GPLB either during a phase in period or on an on-going basis.
- The Council agreed that use of GPLB should be allowed during emergencies, such as following a major storm.

- Staff should develop a positive, pro-sustainability campaign as an immediate approach. This should include asking homeowners to request EPLB use by their landscaping services vendors.
- An outreach plan for education, communication, and stakeholder engagement should be promptly developed. This should include:
 - development of City webpage,
 - emailing newsletters,
 - providing notices to landscape vendors, and
 - providing notices to large property owners, including Overlake Golf Course.

3. Direction on Drafting an Ordinance.

Based on Council discussion on October 27th, the staff prepared a draft code framework for feedback by the Council. The draft framework includes the following as a starting point for Council direction:

- Bans GPLB use after a date certain (to be determined by Council), with the option for seasonal ban either as phase-in or as part of the permanent regulations.
- Creates a seasonal ban (April 1 – September 30) for the phase-in of the effectiveness of the ordinance (or seasonal use can be part of the permanent regulations).
- Allows the use of GPLB during an emergency and for the seven calendar days following the end of the emergency.
- Creates the option for special use exceptions (i.e., roof cleaning).
- Bans blowing debris from one property to another, including prohibiting blowing debris into the street.
- Utilizes the City's Code Enforcement chapter (1.15 MMC) for enforcement and makes the user and the property owner responsible for enforcement.

4. Community Outreach Plan.

The staff proposes the following next steps for community outreach:

November 2025 – January 2026:

- City staff will develop list of landscaping contractors who operate in Medina and solicit feedback on banning the use of GPLB in Medina and the impact on their ability to continue to provide landscaping services.
- City staff will also perform outreach to large property owners, including Overlake Golf Course.
- Develop a Medina webpage on GPLB ban proposal, including providing resources and educational materials on the topic.
- Sending e-news information to residents regarding GPBL, requesting residents to begin conversion or request their vendor's use EPLB.
- Reach out to other cities in Washington that have been working on this issue to provide information on what other local cities are doing.

January 2026 – March 2026:

- Hold City Council meetings regarding the draft legislation.
- Hold an Open House on GPLB to take additional comment.
- Hold a public hearing on the draft legislation.
- Sending e-news to residents and vendors re: status of proposal and next steps.

March 2026 – June 2026:

- Prepare educational/informational materials on draft legislation.
- If legislation is passed, send e-news to residents and vendors regarding new legislation, date the ban will take effect, and any phase-in plans.

June 2026 – December 2026:

- If legislation is passed, staff will provide education/information materials to vendors working in the city as well as to our residents and businesses operating inside Medina city limits.

After legislation takes effect:

- All enforcement will be done via warning and education for the period set by Council.
- Information will be sent out periodically to vendors regarding the ban (or seasonal ban) of GPLB in Medina.

Attachment(s)

- Draft Code Framework.
- The materials provided to council in prior meetings are also attached.

Budget/Fiscal Impacts The cost of legislation prohibiting the use of GPLBs include cost of enforcement and the costs converting the Medina equipment from GPLBs to electric. The cost of an electric leaf blower is \$5,000. The City would need to purchase four (4) of the electric leaf blowers to replace the GPLBs in stock as well as additional batteries. Operational changes would be required due to inefficiencies in the equipment.

Costs associated with enforcement would be a general fund expense, and as code enforcement is complaint-driven, the expenditures would vary based on the volume of complaints/calls.

Staff Recommendation: Engage in Council discussion and provide staff with additional direction on draft legislation.

City Manager Approval:



Proposed Council Motion: No motion proposed. Provide direction to staff with next steps.

DRAFT FRAMEWORK – FOR DISCUSSION ONLY

Chapter 8.05

Prohibition **[Limitations on Use]** of Gas-Powered Leaf Blowers

8.05.010 Purpose.

The purpose of this chapter is to protect the peace, health, safety, and welfare of persons in the City of Medina and to promote the city's sustainability goals by reducing noise, pollution, and other negative effects from gas-powered leaf blowers.

8.05.020 Definitions.

For purposes of this chapter, the terms below have the following meaning:

A. “City” means the City of Medina.

B. “Leaf blower” means a machine, powered by a gasoline engine or electric motor, used to blow, displace, or vacuum leaves, dirt, and/or debris.

1. “Electrically-powered leaf blower” means any leaf blower, leaf vacuum or other leaf gathering device powered by electric means, including but not limited to battery-powered leaf blowers and cordless rechargeable leaf blowers.

2. “Gas-powered leaf blower” means any leaf blower, leaf vacuum or other leaf-gathering device directly powered by an internal combustion or rotary engine using gasoline, alcohol or other liquid or gaseous fluid. Lawn mowers, lawn edgers and electrically powered leaf blowers are not included in this definition.

C. “Person” means any person, business, corporation, or event organizer or promoter; public, nonprofit or private entity, agency or institution; or partnership, association or other organization or group, however organized.

8.05.030 Prohibition of use of portable gasoline engine powered blowers; exceptions. (Option – Seasonal Ban as Permanent Regulation shown in red)

A. *Prohibition.* It shall be unlawful for any person within the City limits to use or operate any gas-powered leaf blower after the date set forth in MMC 8.05.070, **except between October 1 and March 31 of each year.**

B. *Special use exception.* **Identify any special use exceptions (i.e. roof cleaning in the autumn).**

C. *Emergency exemption.* The use of gas-powered leaf blowers shall be permitted during emergencies, such as major storms. In such case, the use of gas-powered leaf blowers shall only be permitted during the emergency and for the seven calendar days that follow the end of such emergency.

8.05.040 Phase in; Seasonal Use. (Option: if seasonal ban going forward, delete subsection A of this section)

A. [If seasonal ban is temporary] *Seasonal allowance during phase-in.* During the first XX years of the effective date of this chapter, gas powered leaf blowers shall be permitted between October 1 and March 31.

B. *Warnings during phase-in.* During the first XX [months/years] of the effective date of this chapter, people found violating this chapter shall be given a written warning and provided with information about this chapter and the prohibition of using gas powered leaf blowers in Medina, including being provided educational materials about this chapter.

8.05.050 Blowing debris outside of property or into street prohibited.

It shall be a violation of this chapter for any person to use any type of leaf blower to move debris from one property to another without the express permission of the receiving property owner. This section includes prohibiting the blowing of debris from private property onto any city property or onto city right of way.

8.05.060 Penalties and enforcement.

A. The remedies provided by this chapter are cumulative and in addition to any other remedies available at law or in equity.

B. If it is determined a violation of this chapter has occurred, enforcement shall be as set forth in Chapter 1.15 MMC. Either the property owner or the leaf blower operator, or both, may be held responsible for violations of this chapter. [Option: make only the property owner or only the operator responsible. Enforceability is easier against the property owner.]

C. Causing, permitting, aiding, abetting, or concealing a violation of any provision of this chapter shall also constitute a violation of this chapter.

D. Any violation of this chapter is hereby declared to be a nuisance.

E. Except as otherwise provided, enforcement of this chapter is at the sole discretion of the City. Nothing in this chapter shall create a right of action in any person against the City or its agents to compel public enforcement of this chapter against private parties.

8.05.070 Operative date.

This chapter shall become operative as to any person on MONTH DAY, 202X.

8.05.080 No conflict with Federal or State law.

Nothing in this chapter is intended to or shall be interpreted as conflicting with any Federal or State law or regulation.



MEDINA, WASHINGTON

AGENDA BILL

Monday, October 27, 2025

Subject: Discussion re: Legislative Direction on Phasing-Out Gas-Powered Leaf Blowers

Category: City Business

Staff Contacts: Jeff Swanson, City Manager; Ryan Osada, Public Works Director; Jennifer Robertson and Randi Shaffer, City Attorney's Office

1. **Executive Summary.**

Gas-powered leaf blowers (GPLBs) have become a standard tool for landscapers in recent decades, yet they pose several significant issues related to public health and safety, including emission of toxic chemicals and noise. They are a nuisance to residents and pose a danger to operators. Many municipalities and larger regions, including Seattle, Portland, Multnomah County (Oregon), and the State of California, have begun the process to phase out or completely ban the use of GPLBs. Medina wishes to consider moving forward with legislation that will reduce or eliminate GPLB use within the city. Multiple policy options are available to accomplish this goal which the City Council will consider, discuss, and provide direction to staff.

One options that some jurisdictions have implemented is a seasonal ban on the use of GPLBs, disallowing use in warmer months when landscaping debris is dry and easily cleared by electric leaf blowers, before moving to a full ban on use. Other jurisdictions have relied on noise ordinances to curb the use of GPLBs, which are louder than their electric counterparts; while many jurisdictions use both methods to control daily and seasonal use.

The City also has options for enforcement of any legislation that curbs or eliminates the use of GPLBs ranging from notices of violations of the noise code, which is already available in the Medina Municipal Code , to operators of GPLBs to issuance of violations to property owners who hire the operators. However, enforcement could be a challenge as the nature of landscaping businesses is to move from property to property.

In 2023, the Medina City Council adopted Resolution No. 435, expressly stating the City's intent to fully phase out the use of gas-powered leaf blowers ("GPLBs") in the city limits by 2028.

This evening, the City Council is invited to discuss this topic and provide staff with further direction to staff on next steps, including:

- (1) proposed legislation; and
- (2) an associated outreach plan.

Following the direction, staff will prepare the relevant legislation and submit for Council review and approval.

2. Resolution No. 435 – Phasing out of GPLBs.

As this is a Council-driven initiative, staff has no suggested method for implementation. However, in order to facilitate the Council's discussion, staff offer the following suggested parameters as part of implementing Resolution No. 435:

- a. Conduct community outreach, including educating residents about the dangers of emissions from GPLBs and inviting public input on proposed regulations and proposed deadlines for compliance;
- b. Utilize a phased implementation approach to allow time for the City, residents, and local landscaping companies to replace equipment with a full phase-out by 2028; and
- c. Incorporate the prohibition into the City's existing complaint-driven code enforcement model, focusing enforcement efforts in response to received complaints.

3. General information about GPLBs.

a. Comparison and Use of Leaf Blowers:

Leaf blowers have been widely available since the 1950s and have gained popularity with residential and commercial users since the 1970s. Leaf blowers make up approximately 10% of the gas-powered lawn and garden equipment in use today.

i. Availability and Styles.

Leaf blowers are available to commercial and residential users in a variety of forms, including gas-powered two-stroke and four-stroke engine versions, GPLBs with noise reduction technology, and corded or cordless electric leaf blowers (ELBs). Styles for both GPLBs and ELBs primarily consist of handheld, backpack, and wheeled types. Handheld and backpack versions are more widely used as they are lighter and easier to maneuver than wheeled leaf blowers; backpack versions are seen more often in commercial use because they are more comfortable for extended use in larger areas.

ii. Typical Use of GPLBs in Residential and Commercial Settings.

GPLBs are used in both residential and commercial settings by both individual residents and landscaping companies. A study conducted in 2015 showed annual residential use of GPLBs was around 10 hours per individual per year. Commercial users, including

employees of landscaping companies, averaged approximately 280 hours per year, equivalent to over 7 weeks of full-time (40 hours/week) work spent using GPLBs.

iii. Effectiveness by type.

The overall effectiveness of leaf blowers depends on their air velocity output, which is measured in cubic feet per minute (CFM). Higher airflow equates to a better ability to move leaves and debris. Handheld and backpack GPLBs move 400-900 CFM, at speeds of 150-250 miles per hour. In comparison, ELBs 200-600 CFM, at speeds of 100-270 miles per hour. The higher airflow provided by GPLBs comes at the cost of heavier equipment and a higher price. Additionally, the health risks posed by emissions from GPLBs are not present in ELBs, which have little to no emission effects. Further, some cordless ELBs are nearly as effective as GPLBs in terms of air velocity and most models are less costly than gas-powered versions. The technology is also changing quickly for ELBs and improvements in battery life and capacity are aiding in improving air speeds, power (in CFM), and price for ELBs. However, ELBs also require additional infrastructure for battery charging, including stations.

Table 1. Comparison of Gas vs. Electric Leaf Blowers

Type	Airflow	Speed	Weight	Price	Coverage Area
Gas – Handheld	400-600 CFM	150-230 MPH	8-12 lbs.	\$100 - \$300	Small - Medium (<1/4 acre)
Gas – Backpack	500-900 CFM	180-250 MPH	15-25 lbs.	\$200-\$600	Medium – Large (>1/4 acre)
Electric – Corded Handheld	200-700 CFM	100-270 MPH	4-12 lbs.	\$75-\$200	Small - Medium (<1/4 acre)*
Electric – Cordless Handheld	250-450 CFM	120-200 MPH	5-10 lbs.	\$100-\$300	Small - Medium (<1/4 acre)
Electric – Cordless Backpack	400-600 CFM	150-200 MPH	10-15 lbs.	\$200-\$500	Medium – Large (>1/4 acre)

*limited by cord length

b. Health & Environmental Concerns:

i. Noise Pollution.

The two-stroke engines used in most GPLBs emit a sound that often exceeds the acceptable decibel (dB) levels set by the World Health Organization (WHO), CDC, EPA, and the State of Washington, with WHO and EPA cautioning that consistent environmental noise above 70 dB could lead to hearing loss. Additionally, the Washington State Legislature has established maximum sound levels that are appropriate for different localities. Residential areas have a maximum of 60 dB, while commercial dining, retail, business, and other areas have a limit of 65 dB. Industrial, manufacturing, and agricultural areas have a maximum of 70 dB. Medina has established maximum levels of 55 dB for residential areas and 60 dB for commercial areas which are reduced to 45 dB and 50 dB between 10 PM and 7 AM. *However*, the current noise code specifically permits the use of GPLBs between 7 AM and 7 PM on weekdays and between 9 AM and 7 PM on weekends, exempting them from the noise code requirements. GPLBs produce sound at an average level for the operator between 85 and 100 dBs, with higher quality machines using noise reduction closer to 85 dBs, and mid- to low-quality devices emitting sound up to 110 dBs for the operator. For comparison, a household vacuum cleaner emits levels of 60 to 80 dBs. Even at ranges of 50 feet, GPLBs emit sound at levels between 70-80 dBs.

Therefore, while these machines exceed current noise limitations, the Medina Municipal Code contains a noise exemption applicable to GPLBs and other similar powered equipment, therefore, any legislation will also need to amend the City's noise code to remove this exemption.¹ The Medina noise code provides, in pertinent part:

8.06.140. - Exemptions—Sounds exempt during daylight hours.

The following sounds are exempt from this chapter between 7:00 a.m. and 10:00 p.m. on weekdays, and between 9:00 a.m. and 10:00 p.m. on weekends, unless different hours are specified:

...

D. Sounds created by powered equipment when used by a resident or by the Overlake Golf and Country Club for the temporary or periodic maintenance or repair of their property or its appurtenances, including lawnmowers, leaf blowers, powered hand tools, and snow-removal equipment, provided such use is between 7:00 a.m. and 7:00 p.m. on weekdays and between 9:00 a.m. and 7:00 p.m. on weekends;

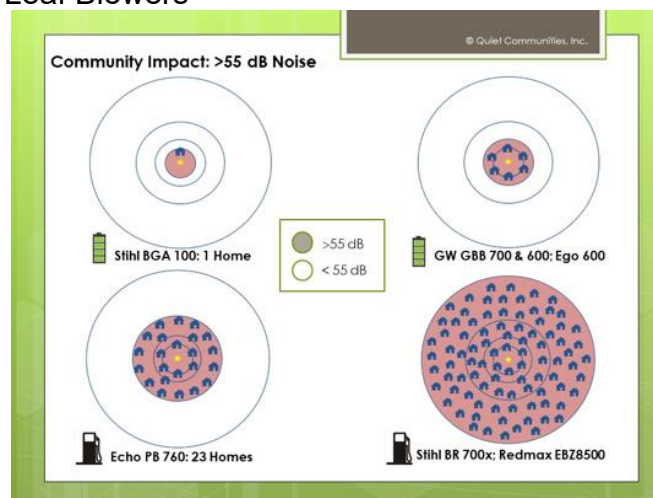
...

¹ Amending the City noise code will require SEPA processing and a 90-day review/comment period from the Department of Ecology prior to passage. RCW 70A.20.060(3).

The potential health effects from the high-decibel output of GPLBs range from mild to serious. Longer exposure to high-decibel noise increases the likelihood of hearing damage and hearing loss for operators. On average, landscapers use GPLBs for 2.1 hours per day, which equates to long exposure. Further, sound at 85dBs or higher can cause irreversible damage to the inner ear. Finally, exposure to continued high-decibel noise by operators and nearby residents can also cause stress, anxiety, depression, high blood pressure, sleep disturbances, and other behavioral changes.

In addition to the high decibel levels, GPLBs produce low-frequency sound waves that travel far and permeate barriers, walls, and many types of hearing protection, affecting both operators and residents inside neighboring homes. One study illustrated the different impact to the community from the noise of GPLBs against ELBs. The ELBs had manufacturer decibel ratings of 56 dB and 70 dB, while the GPLBs had ratings of 65 dB and 75 dB. The ELBs affected up to 6 homes, with a smaller noise radius, compared to the GPLBs which affected more than 23 homes over a much larger area.

Image 1. Community Impact of Electric and Gas Leaf Blowers



ELBs, on average, are quieter than GPLBs, emitting sounds between 40-75 dB, and have frequencies that are less penetrative, travel shorter distances, and blend in better with ambient noise. Increased use of ELBs may reduce the harmful effects of high-decibel noise for operators and residents alike.

ii. Environmental Pollutants.

In addition to noise pollution, GPLBs emit high levels of localized chemical pollutants during use. GPLB engines operate on a mixture of gasoline and oil of which only two-thirds are combusted during operation. The other third of the fuel is emitted directly into the air surrounding the operator; these emissions contain high levels of carbon monoxide (CO), nitrogen oxides (NOx), and volatile organic compounds (VOC) and other carcinogenic substances which pose health risks to the public, including cardiovascular

disease, stroke, respiratory disease, cancer, neurological conditions, premature death, and effects on prenatal development.²

These emissions also create ground-level ozone which contributes to the creation of smog in urban areas. One study conducted in 2010 equated emissions from one hour of GPLB use to the same level of smog-forming pollutants as driving from Los Angeles to Denver, approximately 1,100 miles. Another estimate was conducted by an engineer editor at Edmunds.com who compared emissions of GPLBs to vehicles, finding that idling the two-stroke GPLB engine for 10 minutes produced the same emissions as driving a Ford Raptor 235 miles.³ The localized nature of the emissions creates an increased risk not only to the operators but also to people in the area where the use occurs, which can include public schools and parks where larger backpack equipment is used.

There is also research related to increased levels of particulate matter that is ‘kicked up’ during use. This particulate matter can contain pesticides, pollen, animal dander, and other substances that settle on sidewalks and roadways. These particles are lifted off the ground and can remain suspended in the air for several days.

d. *Equity considerations.*

Many of the health and environmental risks associated with the use of GPLBs directly impact the operators of the equipment. Demographic surveys from 2021 indicate that 49% of landscaping services workers are between the ages of 22-44; 61% are of Hispanic, Latin, or Spanish origin, and 92% are men. Compared to the workforce at large, landscapers are slightly younger and are predominantly Hispanic and male. However, while the landscapers would likely see the health benefits from lower emissions and sound risks more directly, there has historically been pushback from this group based on concerns that removal of GPLBs will lead to even lower wages and longer hours for landscaping workers. In areas where bans have been adopted, landscapers have been the primary source of opposition against such policies, arguing that less effective tools make it more challenging to get the same amount of work done in a day, leading to lower profits and possibly closure of some businesses. Little data is available to show whether these negative effects have occurred.

4. Approaches of other jurisdictions in regulating GPLBs.

As summarized below, various agencies have utilized a myriad of approaches to address this issue. Over 170 jurisdictions in 26 states and the District of Columbia have instituted policies restricting or banning them from use. Policies vary by municipality and include different enforcement mechanisms, and a review of the policies in nearby jurisdictions is included here.

² Environmental Protection Agency, [National Emissions from Lawn and Garden Equipment](#); 2015.

³ Edmunds, [Emissions Test: Car vs. Truck vs. Leaf Blower](#), last accessed March 30, 2025.

a. City of Kirkland.

The City of Kirkland has created an “Electric Leaf Blower Initiative” that aims to have a three-year approach to eliminate GPLBs, including extensive community engagement, public town hall discussions, trade-in events and vouchers for electric leaf blowers, and targeted outreach to landscapers.⁴ The City of Kirkland is currently evaluating an implementation plan that may include (1) seasonal / time-of-day restrictions (rather than a total prohibition); and/or (2) electric-only pilot zones / geographic restrictions.

b. City of Seattle.

In 2022, the Seattle City Council unanimously adopted a resolution to eliminate the use of GPLBs by city departments and contractors by 2025, and for businesses and residents by 2027.⁵ A directive issued by the mayor in May 2023 also required that all new leaf blower purchases by city departments be electric, with the goal of transitioning half of the city’s leaf blowers to electric models by 2025, 75% by 2026, and achieving full electrification by 2027. The city council has not moved forward with any other legislation limiting GPLBs to seasonal use or implementing a phase-out plan for use by the city or its residents. It is also unclear how the city plans to enforce the restrictions on use of GPLBs once the phasing out plan is completed; for now, it appears the city is focusing on education and incentives to facilitate the transition to ELBs.

c. City of Portland and Multnomah County, Oregon.

In 2021 and 2022, Multnomah County and the City of Portland, respectively, passed resolutions declaring an intent to phase out the use of GPLBs.⁶ The resolutions require a transition to ELBs by county-owned facilities by 2025, call for expanded charging infrastructure throughout the county, require community outreach to educate citizens about the harms of GPLBs and the phase out process, and mandate the creation of a workgroup that includes the Oregon Landscape Contractors Association to discuss, plan, and implement the countywide phase-out. The city and county also agreed to create incentives to offset costs for small businesses through rebates or reimbursements.

In March 2024, the city and county co-authored an ordinance which limits GPLB use to October-December, beginning January 1, 2026, with a year-round ban to begin in 2028.^{7,8} The ordinance prohibits property owners from allowing the operation of GPLBs on the owner’s property from January – September, with use allowed during the wet leaf season between October and December. A full prohibition will take effect January 1, 2028. Enforcement will be complaint-based, and violations include a code enforcement warning

⁴ See Kirkland webpage: [The Electric Leaf Blower Initiative – City of Kirkland](#)

⁵ City of Seattle, Resolution No. 32064, September 6, 2022.

⁶ Portland City Council, Resolution No. 37463, December 5, 2019; Multnomah County, Resolution No. 2021-094, December 16, 2021.

⁷ Portland City Council, Ordinance No. 191653, April 12, 2024.

⁸ Portland Municipal Code (PMC) 17.101, Leaf Blowers (formerly at Chapter 8.80 PMC).

for the first violation, followed by increasing fines beginning at \$250 up to \$1,000 for subsequent violations.

Multnomah County agreed to support the transition by providing funding for education and community outreach, implementing a pilot program to reimburse or provide rebates to landscaping businesses for the cost of ELBs, and funding enforcement measures. However, last month it was announced that the county is currently facing a \$15.5 million budget shortfall, and it is not clear whether there will be adequate funding for educational outreach and rebate programs.

d. *State of California and multiple California municipalities.*

In 2021, the State of California passed legislation requiring the California Air Resources Board to phase out the sale of new gas-powered small off-road engines, requiring them to be zero-emission by 2024.⁹ Notably, the legislation does not prohibit the use of *existing* gas-powered engines in the state, and California has set aside \$30 million to support the transition to electric alternatives for landscaping businesses.

In addition to the statewide prohibition on the sale of small engines, dozens of California municipalities have adopted ordinances limiting or prohibiting the use of GPLBs.¹⁰ Some cities have extended regulations to electric leaf blowers, limiting the use of any type of blower to certain periods of the day, for specific lengths of time, or at a decibel level lower than 65 dB.¹¹

5. Enforcement Options.

Two primary mechanisms for enforcement of municipal codes are through civil infraction tickets, issued by city police officers, or through use of civil code enforcement. Civil infractions require a higher standard of proof and officers would either need to be present to witness the GPLB use and/or have a noise meter to test the decibel level of the equipment before issuing an infraction (and would need training on use and regular calibration of this equipment). The transient nature of the use of GPLBs will make enforcement by infraction difficult. In contrast, enforcement through code violations requires a less stringent standard of proof and may provide opportunities for enforcement after the use occurs. Seattle's Department of Construction and Inspections operates in this manner and the department will enforce a code violation based on evidence of use that includes a time stamp (e.g., a photo of the alleged violation from a resident, city employee, or other citizen.) Civil violations can also be set up to include a warning for a first violation, with fines levied for subsequent violations.

The City also has the option of enforcing violations against the users of GPLBs or against the property owner using or allowing the use on the property. As discussed below, considerations of equity suggest that levying a penalty against a property owner who uses

⁹ California AB 1346, October 19, 2021.

¹⁰ See, [Coronado, CA Municipal Code § 36.24.020](#); [Calistoga, CA Municipal Code § 8.21.020](#).

¹¹ See, [Pasadena, CA Municipal Code § 9.37.030](#).

or hires a company to use GPLBs may be more effective and reduce claims of bias or discrimination in enforcement.

6. Direction requested.

Council is invited to share feedback to direct staff with the requested elements for a potential ordinance to be presented to Council. If Council desires to regulate or to disallow the use of GPLBs going forward, please give direction to staff on the following:

a. *Scope of Legislation considerations.*

- i. Whether to disallow the use of GPLBs seasonally (i.e., ban during dry season, but allow during the wet and winter season when leaves are heavier and harder to move) or year-round;
- ii. The timing for when compliance with any complete or seasonal ban would take effect and whether there is a period of education or warning before enforcement begins;
- iii. Whether the enforcement is against the party using the GPLBs, the property owner, or both;
- iv. Whether you want to modify hours of operation for GPLBs or other small gas-powered equipment; and
- v. If the city operations will have a different (earlier) deadline than the rest of the city, what that deadline will be.

b. *Procedure; Community Outreach.*

Please provide direction to staff on the process you would like to use on this legislation and the timing, including:

- i. Community outreach in relation to timing of enacting legislation, including educating residents about the dangers of emissions from GPLBs and accepting public comments in support of and in opposition to the proposed regulations;
- ii. Whether the Council wants to direct additional outreach to landscaping companies, larger property owners, etc.;
- iii. Whether the Council wants to hold a public hearing on the ordinance; and
- iv. Whether an educational campaign should be undertaken prior to or after passage of legislation to make residents and landscaping companies aware of the legislation and the deadlines for compliance.

Attachment(s)

The materials cited above are attached.

Budget/Fiscal Impacts The cost of legislation prohibiting the use of GPLBs include cost of enforcement and the costs converting the Medina equipment from GPLBs to electric. The cost of an electric leaf blower with 1 hour of batteries is ~\$5,000. The City would need to purchase four of the electric leaf blowers to replace the GPLBs in stock. Operational changes will be necessary to accommodate efficiently loss.

Costs associated with enforcement would be a general fund expense, and as code enforcement is complaint-driven, the expenditures would vary based on the volume of complaints/calls.

Staff Recommendation: Engage in Council discussion and provide staff with additional direction on drafting legislation.

City Manager Approval:



Proposed Council Motion: I move to direct staff to bring forward legislation regarding gas powered leaf blowers, to include [describe legislative desired].

Time Estimate: 60 minutes

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 464

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RECOGNIZING THE SECOND MONDAY OF OCTOBER, 2026, AS INDIGENOUS PEOPLES' DAY IN THE CITY OF MEDINA.

WHEREAS, a group of Medina Elementary students presented to the Medina City Council on February 23, 2026, sharing their research and conclusions about Indigenous Peoples' Day, and advocating for the importance of its recognition by their city, the City of Medina; and

WHEREAS, the City of Medina recognizes that indigenous peoples have lived on and cared for these lands and waters since before other peoples arrived; and

WHEREAS, the City of Medina intends to nurture a unified community that will respect and welcome the values and cultures of all our residents; and

WHEREAS, the City of Medina would like to celebrate the rich and varied cultures of indigenous peoples and tribes, honor the past and present contributions of indigenous peoples and tribes, respectfully acknowledge the pain and struggles endured by indigenous peoples over the history of our region, and express admiration for the resilience of indigenous communities; and

WHEREAS, Washington State jurisdictions observing an Indigenous Peoples' Day, including King County, commonly do so on the second Monday in October;

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

Section 1. Recognition of Indigenous People's Day. The second Monday of October, 2026, shall be recognized as Indigenous Peoples' Day in the City of Medina.

Section 2. Effective Date. This Resolution shall be effective upon its adoption by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON SEPTEMBER 28, 2026 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON SEPTEMBER 28, 2026.

Jessica Rossman, Mayor

Approved as to form:

Attest:

Inslee Best Doezie & Ryder P.S.

Jennifer Robertson, City Attorney

Dawn Nations, Acting City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. 464



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 28, 2026

Subject/Topic: Resolution No. 464 - Indigenous Peoples' Day Dept. Origin: Council Category: Consent Agenda Prepared by: Jessica Rossman, Mayor and Jennifer Robertson, City Attorney Attachments: Resolution No. 464	Proposed Council Action/Motion: ☐ Information Only ☐ Receive and File ☐ Discuss ☐ Provide Direction ☐ Public Hearing ☒ Adopt/Approve ☐ Other:
--	---

Proposed Council Action:

Adopt Resolution No. 464 to recognize Indigenous Peoples' Day.

Summary

Medina Elementary students presented to the Medina City Council on February 23, 2026, sharing their research and conclusions about Indigenous Peoples' Day, and advocating for the importance of its recognition by their city, the City of Medina. At that time, the Council approved moving forward with recognition of Indigenous Peoples Day on the second Monday of October, 2026. The attached Resolution would implement that direction, and is presented for Council approval.

This proposal furthers Council Priority 5.

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

Budget/Fiscal Impact: None.

Recommendation: Adopt Resolution No. 464.

City Manager Approval:

Proposed Council Motions: I move to adopt Resolution No. 464 – Indigenous Peoples' Day as presented on the consent agenda.



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 28, 2026

Subject/Topic: Development Impacts Project, Phase 1 Dept. Origin: Development Services and Planning Consultant Category: City Business Prepared by: Kimberly Gunderson, Mahoney Planning LLC, Medina Planning Consultant Attachments: 1. Development Impacts Phase 1 Slide Deck 2. DRAFT Ordinance, MMC Amendments for Development Impacts Project Phase 1 (Planning Commission Recommended Version with September 14 Council Adjustments) 3. DRAFT Ordinance, MMC Amendments for Development Impacts Project Phase 1 (Planning Commission Recommended Version) 4. DRAFT Template Landscape Covenant 5. Privacy Landscape Screening List 6. Notice of Public Hearing and Public Comment Responses	Proposed Council Action/Motion: ☐ Information Only ☐ Receive and File ☒ Discuss ☐ Provide Direction ☒ Public Hearing ☒ Adopt/Approve (Optional) ☐ Other:
--	--

Proposed Council Action

The Council will hold a public hearing on Development Impacts Phase 1 Ordinance No. 1062. Following the public hearing, the Council may take action on Ordinance No. 1062. If no action is taken, the ordinance will be returned to Council on October 12, 2026 for further consideration and potential action.

Summary

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

Medina's zoning context in a way that resolves development-related impacts and implements the land use goals of the Medina Comprehensive Plan:

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

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

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

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

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

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

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

CD-G1: "Retain Medina's distinctive and informal neighborhood development pattern."

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

Problem Statement

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

Thematic Public Feedback

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

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

Interim Official Controls

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

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

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

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

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

Council Direction

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

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

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

Phase 1

Kim Gunderson of Mahoney Planning, LLC is under contract with the City of Medina to provide on-call current and long-range planning support services and has been tasked with leading the Development Impacts Project. Kim has prepared and attached a PowerPoint slide deck that will be presented to City Council at its September 28, 2026 public hearing on Phase 1 of the Project.

The slide deck refamiliarizes Council with the project and presents the Phase 1 code amendments recommended for adoption by Planning Commission, with key adjustments made to reflect the feedback of the Council offered during the September 14 study session. The recommended Phase 1 ordinance would adopt permanent revised zoning code provisions to resolve Phase 1; this is in direct response to consistent outspoken feedback from Development Impacts Project stakeholders who have asked for reliability as the Project advances.

Council can review the draft Phase 1 ordinance as recommended by Planning Commission included as Attachment 3 to this agenda bill. Council can also consider a revised version of this draft ordinance which has been prepared in direct response to majority or collective feedback of the Council at its September 14 study session; this version of the Phase 1 ordinance is included as Attachment 2 to this agenda bill.

Additionally, Council may wish to consider an amendment to MMC 16.22.040(K)(7) as it is currently presented in Attachments 2 and 3 to clarify Medina's allowance for water features to protrude setbacks. The amended language could read: *"Permanent exterior water features and other similar permanently installed architectural features that make noise shall be installed in a location or in a manner such that neighboring properties do not hear them."* If Council concurs with this revision, Council may direct this change be made to the Ordinance before it is brought back for final passage.

Public Noticing and Statutory Requirements

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

SEPA

The City of Medina is the SEPA Lead Agency for the Development Impacts Project. Medina's SEPA Responsible Official has reviewed a project SEPA Checklist and related materials, and issued a Determination of Nonsignificance (DNS) for Phase 1 of the Project. The DNS was noticed in all manners required of MMC 14.04.010 and comments on the threshold determination were invited from August 7 – August 21, 2026. The City received one comment from the Department of Ecology seeking to understand the scope of the project and whether it impacted the Medina Shoreline Master Program.

Notice of Intent to Adopt (Commerce)

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

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

Notice of City Council Public Hearing

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

It is well understood that an engaged body of the Medina citizenry and their representatives seek to remain involved in the Development Impacts Project. Known as the "Development Impacts

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

Notice of public hearing was timely provided on September 3, 2026. One comment has been received by the City as of the preparation of this agenda bill.

Project Schedule

Phase 1 is expected to continue advancing forward on the following schedule:

- September 28 – City Council public hearing and potential adoption of ordinance
- October 12 – Request ordinance adoption from City Council

Council Priorities

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

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

Budget/Fiscal Impact: None

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

City Manager Approval:



Proposed Council Motion: If the Council desires to take action following the September 28 public hearing, the following motion is proposed:

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

Time Estimate: 50 Minutes



Development Impacts Project Phase 1

Mahoney Planning, LLC
Kimberly Gunderson, Principal

Medina City Council Public Hearing
September 28, 2026

Agenda

01 Council Direction

02 Key Components of
Phase 1

03 Consistent Charrette
Feedback

04 What is a Minor
Deviation?

05 Phase 1 Resolution

06 Code Comparisons

07 Phase 1
Recommended Code
Edits

08 Conditions of
Approval: Why?

09 Why Does the
Revised Minor
Deviation Work?

10 Noticing & Public
Engagement

11 Planning
Commission
Recommendation

12 Phase 1 Schedule &
Recommended
Future Motion

Council Direction

April 27, 2026:

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

Further discussion divided the project into **two phases**:

- **Phase 1** (immediate address of The Problem)
- **Phase 2** (long-term resolution)

Key Components of Phase 1

Solve The Problem Expeditiously

- Plan against **loss of privacy, property enjoyment, and value** to neighbors of new development caused by bulky development
- Resolve potential unintended consequences of 1052, particularly as it relates to **narrow lots**

Engage the Community Early

- Host a **Charrette**. Invite Stakeholder **collaboration** toward solution

Rely on Existing Tools for Expeditious Resolution

Consistent Charrette Feedback

- **City should be involved** in mitigating development impacts
- Code should allow for **flexible design and creativity**. Lots in Medina are often substandard, challenged, unique
- Code should **clearly** state what is allowed to be built
- **Landscape screening** is acceptable mitigation
- **Narrow lots** need relief from Ord. 1052
- Phase 1 needs **quick resolution**
- Many ideas to consider at **Phase 2** (incentivizing preferred development, pitched roofs, modulation, administrative design review process, refreshed side setback perspective, new zone for small lots)

Phase 1 Resolution

Amended Minor Deviation

What is a Minor Deviation?

- Administrative Discretionary Permit (Type 2)
 - Decision issued by **Director**, not Hearing Examiner
 - **Includes Notice of Application** mailed to all neighbors within 300', published, and posted. Includes **Notice of Decision**
 - **Appealable** to Hearing Examiner
 - Application is **not ministerial**. Not allowed by right. **Can be denied**.
 - No changes to the Minor Deviation's administration are proposed.
- Application Process
 - Pre-Development meeting encouraged
 - Application reviewed for completeness, then noticed
 - Application reviewed for consistency with Minor Deviation approval criteria and zoning code compliance
 - Decision rendered (conditions can be added to approval) and noticed

Phase 1 Resolution

Amended **Minor Deviation**

- Combines with Dev Impacts IOCs to permanently codify all edits
- Expands **applicability** of Minor Deviation to include demo/new construction/reconstruction
- Allows for **side setbacks** to align with previous standard **IF** project meets Minor Deviation approval criteria, including:
 - The granting of such minor deviation **will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity** and zone in which the subject property is situated; and
 - The proposed development **will not substantially reduce the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code.**

Phase 1 Resolution (Cont.)

- Allows Director to impose Conditions of Approval to mitigate impacts
 - **Landscape** Maintenance Covenant for maintaining **privacy landscape screen** in perpetuity. Screen can be maintained to match max. building height
 - Upper story **glazing may be limited to as much as 20%** when facing side property lines and built within narrower side setbacks
 - **Uncovered decks** protruding into narrow side setbacks limited to **100 square feet** when more than 30 inches above grade
- Adds/edits **definitions** for: certified arborist, certified horticulturist, reconstruction, replacement cost, upper story

Projects that comply with development standards are **not** required to undergo Minor Deviation

Code Comparisons

- What's changed since February 2026?

Pre-Ord. 1052	Ords. 1052 & 1059	Recommended Phase 1 Code
Side Setbacks: 10' (lots smaller than 20,000 square feet)	Side Setbacks: 15' (lots smaller than 20,000 square feet)	Side Setbacks: 15' (lots smaller than 20,000 square feet). Can build to 10' with approved Minor Deviation
Side Setbacks: greater of 10' or 15% lot width not to exceed 20' (large lots)	Side Setbacks: greater of 15' or 20% lot width not to exceed 20' (large lots)	Side Setbacks: greater of 15' or 20% lot width not to exceed 20' (large lots). Can build to 10' or 15% with approved Minor Deviation
Structures in Side Setbacks: no landscape requirement	Structures in Side Setbacks: partial landscape screen required when 30" or more above grade	Structures in Side Setbacks: no change; will implement 1052/1059
Uncovered Decks in Side Setbacks: allowed if maintaining 50% of side setback and less than 30" above grade	Uncovered Decks in Side Setbacks: allowed if maintaining 75% of side setback and less than 30" above grade, if solid landscape screen is installed	Uncovered Decks in Side Setbacks: no change; will implement 1052/1059

Code Comparisons (Cont.)

Pre-Ord. 1052	Ords. 1052 & 1059	Recommended Phase 1 Code
Mechanical Equip. in Side Setbacks: Allowed at nonconforming structures, must maintain 5' setback	Mechanical Equip. in Side Setbacks: Allowed at nonconforming structures, must maintain 10' setback	Mechanical Equip. in Side Setbacks: no change; will implement 1052/1059
Sound Attenuation Devices in Side Setbacks: No limitation	Sound Attenuation Devices in Side Setbacks: Allowed if located such that neighbors do not hear them	Sound Attenuation Devices in Side Setbacks: no change; will implement 1052/1059
Bonus Height: R-20, R-30, and SR-30 zones allowed to build to 30' above OG or 36' above FG	Bonus Height: Removed bonus height opportunity	Bonus Height: no change; will implement 1052/1059
Vacant Residence Lighting: No limitation	Vacant Residence Lighting: Prohibits light trespass. Prohibits interior lights visible from neighboring residences.	Vacant Residence Lighting: no change; will implement 1052/1059
Lot Width R-16/R-20: 70'	Lot Width R-16/R-20: 90'	Lot Width R-16/R-20: no change; will implement 1052/1059

Phase 1 Recommended Code Edits

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

16.12.020. – “A” definitions.

* * * * *

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

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

* * * * *

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

16.12.090. – “H” definitions.

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

* * * * *

Phase 1 Recommended Code Edits

Section 10. The definitions of “Reconstruction” and “Replacement cost” 16.12.190 of the Medina Municipal Code are hereby to read as follows: AGENDA ITEM 9.1

16.12.190. - "R" definitions.

* * * * *

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

* * * * *

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

* * * * *

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

16.12.200. – “S” definitions.

* * * * *

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

Phase 1 Recommended Code Edits

16.30.070. Landscape screening.

* * * * *

B. Landscape screening – Types and description.

* * * * *

3. Privacy landscape screening.

- a. Privacy landscape screening is a screen of landscaped vegetative species known for their ability to grow expeditiously and function as a visual barrier.
- b. Where privacy landscape screening is required, the following shall apply:
 - i. Shrub and tree species shall consist of a mixture of species sourced from the Medina Privacy Landscape Species list on file with the Development Services Department, unless the city approves the use of an unlisted species. The Director has the authority to update the Medina Privacy Landscape Species list from time to time by providing a copy to the City Clerk and posting it on the City's website.
 - ii. The selected species shall be planted to provide solid year-round sight-obscuring screening from the ground up.
 - iii. Shrubs and trees shall be a minimum of six feet in height at the time of planting. The City may require shrubs or trees to exceed six feet in height at the time of planting if the Director determines the additional height is needed to satisfy MMC 16.71.010(F).
 - iv. Shrubs and trees shall be planted having a planting pattern of at least three feet in width.
 - v. Where practical, existing mature vegetation should be incorporated into the screen.
 - v-vi. Privacy landscape screening shall be maintained to ensure a height of 28 feet or the maximum allowed height of a building on the subject site, whichever is less.

* * * * *

Draft Landscape Maintenance Covenant Template

Reflects feedback from
Bellevue Fire Marshal



CITY OF MEDINA

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

AGENDA ITEM 9.1

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

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

RECITALS:

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

COVENANT AGREEMENT:

Grantor and Grantee hereby covenant and agree as follows:

1.0 Construction and Installation of Landscape Improvements.

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

Phase 1 Recommended Code Edits

16.71.010. Minor deviation.

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

1. To allow for minor departures from numeric development standards for ~~remodeling~~ alteration projects; and
2. To allow flexibility in design while preserving legally established nonconforming conditions with respect to setback requirements and maximum building heights; and-
3. To allow departures from minimum side yard setback ~~and maximum building height standards~~ for development projects, including new development, alterations, additions, substantial destruction, or ~~substantial~~ reconstruction.

Phase 1 Recommended Code Edits

D. *Applicability.* A minor deviation may be approved for the following:

3. Departures from building height and side setback zoning standards to allow any project to develop against the alternative building height and side setback standards set forth in this section provided:

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

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

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

Phase 1 Recommended Code Edits

- G. *Conditions of approval.* The decision authority may attach reasonable conditions as necessary to safeguard the public health, general welfare and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved. Specific to a decision to approve a minor deviation under subsection (D)(3) of this section, the decision authority may apply any or all of the following conditions of approval as necessary to safeguard the public health, general welfare, and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved:
1. A privacy landscape screen pursuant to MMC 16.30.070(B)(3) shall be installed along the perimeter of the lot from which the structure is set back against the alternative side yard setback standards set forth in subsection (D)(3)(c) of this section. A maintenance covenant shall be recorded against the property that commits to maintaining the privacy landscape screen in a manner that complies with MMC 16.30.070(B)(3) and upkeep the landscape screen so as not to encroach adjoining properties. The maintenance covenant shall run with the land in perpetuity;
 - a. Where a privacy landscape screen is required, a landscape plan shall be submitted to the city demonstrating consistency with MMC 16.30.070(B)(3). The landscape plan shall include provisions for maintenance and irrigation of the landscape screen, and shall include planting best management practices that will guide installation of the privacy landscape screen. Should the landscape plan include shrubs or trees installed in excess of six feet in height at the time of planting, a certified arborist or certified horticulturist shall select the landscape species and shall observe their installation to ensure planting best management practices are adhered to. The landscape plan shall be reviewed and approved by the city prior to development activity.

Phase 1 Recommended Code Edits

2. ~~Upper story glazing shall~~ may be limited, including, but not limited to, establishing to a maximum glazing area of 20 percent of any upper story elevation facing side property lines when the alternative side setback standards set forth in subsection (D)(3)(c) of this section are built against, unless additional glazing is required to comply with locally adopted building codes;
3. ~~Uncovered decks~~ Decks or verandas which exceed 30 inches in height above the existing or finished grade, whichever grade is lower, are limited to an area of no more than 100 square feet when any portion of the deck or veranda is developed within the alternative side setback standards set forth in subsection (D)(3)(c) of this section;
4. All lighting shall comply with MMC Chapter 16.25 and with MMC 16.44.040; and
5. Additional mitigation measures may be required such as, but not limited to, increased screening, required fencing, altered location, reducing the scale of the structure, etc., to minimize any negative impacts generated by approving the minor deviation for the structure.

Conditions of Approval: Why?

- Privacy Landscape Screen
 - Would require planting a screen of **fast-growing** species that can be maintained to a height no taller than allowed building height
 - Maintained via **recorded covenant in perpetuity** for long-term efficacy
 - **Creates privacy** where it may otherwise be lost to neighboring development
- Upper-Story Glazing
 - Can be exercised to **limit exposure** into neighboring interior spaces or outdoor leisurely spaces, **adding privacy** to neighbors of new development
 - Could allow for limitation to as much as 20% (could allow more than 20% glazing) and **can consider design mitigations** (i.e., frosted or clerestory windows)

Conditions of Approval: Why?

- Uncovered Deck Size Limitation
 - Recognizes the tendency for large upper-story decks to invite gatherings with visibility into neighboring spaces
 - **Combines** with side setback protrusion limitation (must maintain 75% of setback and be screened)
 - Adds deck size restriction given the **totality of massing** close to side property line (house + deck closer than 15', rather than house at 15' and deck closer than 15') to limit total noise impacts to neighboring residences
- Broad Mitigation Measures
 - Creates opportunity for unanticipated impacts or unique circumstances to be mitigated, **helping to protect against** loss of neighboring privacy and property enjoyment

Why Does the Revised Minor Deviation Work?

- Creates a means for mitigating development impacts on neighboring properties
 - Property owners can build to 15' side setback by right, **or** build to 10' if impacts are mitigated. Creates either additional space between development **or** mitigation measures to offset impacts **that cannot be required in ministerial permits.**
- Creates a path toward realizing prior development potential that is **not** quasi-judicial
 - Property owners today face two options: 1) Re-design to 15', or 2) Non-Admin Variance in front of HEX (very low chance of success)
 - Minor Deviation creates a permitting path with **greater chance of success without need to re-design**

Why Does the Revised Minor Deviation Work?

Satisfies Phase 1 Scope:

- Solves The Problem Expeditiously ✓
- Engaged the Community ✓
- Relies on Existing Tools ✓

Noticing & Public Engagement

- **Commerce NOI**

- Request for expedited 14-day review **approved** 8/14/2026 – no agency comments

- **SEPA**

- DNS Noticed 8/7/2026 – no public/agency comments

- **Council NOH**

- Posted, published, emailed to all legible project participant addresses 9/3/2026. One comment received as of date of materials preparation.

Planning Commission Recommendation

At its August 25, 2026 public hearing on the Phase 1 Ordinance, Planning Commission unanimously passed this recommendation:

“I move to recommend approval of the Development Impacts Project, Phase 1 Ordinance and to direct staff to forward the Planning Commission’s recommendation to the City Council.”

Attachment 2 to the agenda bill includes Planning Commission’s recommended ordinance **with adjustments** made to reflect consistent feedback offered from Council at its September 14 study session.

Phase 1 Schedule & Recommended Future Motion

September 28 – Council Public Hearing (could take action)

October 12 – Request Adoption of Ordinance (subject to change)

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

Phase 2 to commence following completion of Phase 1.

Questions or Comments?

Please offer any thoughts, questions, or other feedback on this material.

Thank you!

CITY OF MEDINA, WASHINGTON

Ordinance No. 1062

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

WHEREAS, the City Council, following the public hearing and after careful consideration of the recommendation from the Planning Commission, all public comment, and the Ordinance, finds that this Ordinance is consistent with the City's Comprehensive

Plan and development regulations, the Growth Management Act, Chapter 36.70A RCW, and that the amendments herein are in the best interests of the residents of the City and further advance the public health, safety and welfare; and

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

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

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

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

16.22.030. Building and structure setbacks.

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

Table 16.22.030: Minimum Building/Structure Setbacks

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

Greater than 20,000	30 feet	30 feet	The greater of 40 15 feet or 45 20% of the lot width; not to exceed 20 feet	
------------------------	---------	---------	---	--

* * * * *

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

16.22.040. Protrusions into setback areas.

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

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

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

1. The protrusion is limited to rear setback areas and a minimum 10 foot setback from a rear property line is maintained; and
 2. The maximum height of the play structure does not exceed ten feet above the finished grade; and
 3. The play structure does not occupy a footprint greater than 100 square feet.
- M. Swimming pools, spas and hot tubs as provided for in MMC 16.34.040.
- N. Raised planting bed boxes, which do not exceed 30 inches above the existing or finished grade, whichever grade is lower.
- O. Low impact development best management practices or treatment best management practices provided:
1. The best management practice shall be designed, constructed, and maintained in accordance with the stormwater manual adopted under MMC 13.06.020.
 2. Best management practices, including associated vegetation, shall be located entirely on private property.
 3. The maximum height of any structural element associated with the best management practice shall not exceed 30 inches above the existing or finished grade, whichever grade is lower.
 4. The best management practice shall be designed to manage or treat stormwater runoff solely from the building site and from less than 5,000 square feet of impervious surface.
 5. Examples of acceptable best management practices, as those practices are defined in Chapter 16.12 MMC, include but are not limited to the following:
 - a. Rain garden;
 - b. Bioretention;
 - c. Dispersion; and
 - d. Biofiltration treatment.

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

16.23.050. Maximum building and structure height standards.

- A. Application of maximum height standards.
1. Table 16.23.050(A) establishes the maximum height standards for buildings and structures within each zone.
 2. Areas not identified in Table 16.23.050(A) are subject to the height standards specified for the R-20/R-30 zone.
 3. ~~Where Table 16.23.050(A) specifies eligibility for a height bonus, a property owner may elect to apply the height standards in subsection (C) of this section in lieu of the height standards in Table 16.23.050(A); provided, that:~~

- a. ~~The total structural coverage on the lot does not exceed 13 percent, excluding the structural coverage bonus set forth in MMC 16.23.040; or~~
- b. ~~If the lot area is 16,000 square feet or less, the total structural coverage on the lot does not exceed 17½ percent, excluding the structural coverage bonus set forth in MMC 16.23.040.~~

Table 16.23.050(A): Maximum Height Standards

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

*Not applicable.

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

Table 16.23.050(C): Bonus Height Standard

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

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

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

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

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

16.23.060. Measuring building and structure height.

* * * * *

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

* * * * *

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

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

Figure 16.23.060(D): Bonus Height Measurements

IMAGE IS DELETED

* * * * *

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

16.44.040. Minimum maintenance standards for vacant residences.

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

- A. The premises shall be clean, safe, and sanitary, free from waste, garbage, litter and excessive vegetation.
- B. The building and structures shall be maintained in good repair and be structurally sound. Structural members shall be free from safety, health, and fire hazards.
- C. Doors, windows, and other openings shall be weather-tight and secured against entry by birds, vermin, and trespassers. Missing or broken doors, windows, and other openings shall be covered by glass, plywood, or other weather-resistant materials and tightly fitted and secured to the opening.
- D. Exterior walls shall be free of holes, breaks, and loose or rotting materials.
- E. Foundation walls shall be animal- and vermin-proof and be maintained in a structurally sound and sanitary condition.
- F. Chimneys, decks, balconies, canopies, awnings, exhaust ducts, cornices, corbels, trim, wall facings, drains, gutters, downspouts, and similar features shall be safely anchored.
- G. Roofs and flashings shall be maintained in good repair and be structurally sound.
- H. Interior lights that are visible to or from neighboring properties shall be kept turned off except when the structure is occupied.
- I. Exterior lights shall only be on after dark if they are shielded and angled away from other properties and dwelling units [and meet the standards set forth in chapter 16.25 MMC](#). Light shall not be permitted to trespass onto other properties.

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

16.22.020. - Lot development standards.

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

Table 16.22.020: Lot Development Standards

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

* * * * *

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

16.12.020. – “A” definitions.

* * * * *

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

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

* * * * *

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

16.12.090. – “H” definitions.

* * * * *

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

* * * * *

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

16.12.190. - "R" definitions.

* * * * *

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

* * * * *

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

* * * * *

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

16.12.200. – “S” definitions.

* * * * *

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

* * * * *

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

16.30.070. Landscape screening.

* * * * *

B. Landscape screening – Types and description.

* * * * *

3. Privacy landscape screening.

- a. Privacy landscape screening is a screen of landscaped vegetative species known for their ability to grow expeditiously and function as a visual barrier.
- b. Where privacy landscape screening is required, the following shall apply:
 - i. Shrub and tree species shall consist of a mixture of species sourced from the Medina Privacy Landscape Species list on file with the Development Services Department, unless the city approves the use of an unlisted species. The Director has the authority to update the Medina Privacy Landscape Species list from time to time by providing a copy to the City Clerk and posting it on the City’s website.
 - ii. The selected species shall be planted to provide solid year-round sight-obscuring screening from the ground up.
 - iii. Shrubs and trees shall be a minimum of six feet in height at the time of planting. The City may require shrubs or trees to exceed six feet in height at the time of planting if the Director determines the additional height is needed to satisfy MMC 16.71.010(F).
 - iv. Shrubs and trees shall be planted having a planting pattern of at least three feet in width.
 - v. Where practical, existing mature vegetation should be incorporated into the screen.
 - ~~v.~~vi. Privacy landscape screening shall be maintained to ensure a height of 28 feet or the maximum allowed height of a building on the subject site, whichever is less.

* * * * *

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

16.71.010. Minor deviation.

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

1. To allow for minor departures from numeric development standards for ~~remodeling~~ alteration projects; and
2. To allow flexibility in design while preserving legally established nonconforming conditions with respect to setback requirements and maximum building heights; and-
3. To allow departures from minimum side yard setback ~~and maximum building height standards~~ for development projects, including new development, alterations, additions, substantial destruction, or ~~substantial~~ reconstruction.

B. *Applicant.* Any owner may submit an application for a minor deviation.

C. *Procedures.* Minor deviations are processed as a Type 2 decision pursuant to the review procedures set forth in Chapter 16.80 MMC.

D. *Applicability.* A minor deviation may be approved for the following:

1. Departures by five percent or less from any numeric development standard for alteration projects provided:
 - a. If the numeric development standard is expressed as a percentage, the five percent is calculated as the numeric percentage multiplied by 1.05; and
 - b. Requests for departures may include qualifying conditions such as structural coverage bonuses and height bonuses; and
 - c. The structure would not experience substantial destruction as defined by MMC 16.12.200.
2. Departures from building height and zoning setback standards to allow a building addition to match an existing nonconforming building height or setback that was legally established provided:
 - a. Matching a legal nonconforming building height means a building addition extending above the maximum zoning height applicable to the building, but the highest point of the addition does not exceed the highest point of the roof of the existing building; or
 - b. Matching a legal nonconforming zoning setback means a building addition extending into the setback area, but the addition does not extend closer to the property line than the closest point of the existing building, excluding gutters; and
 - c. The total above-ground bulk of the building located within the legally nonconforming height or setback envelope does not occupy more than 60 percent of the maximum possible above-ground bulk that could otherwise be built within the legal nonconforming building height or setback envelope with approval of a minor deviation-; and

- d. The structure would not experience substantial destruction as defined by MMC 16.12.200.
3. Departures from ~~building height and~~ side setback zoning standards to allow any project to develop against the alternative ~~building height and~~ side setback standards set forth in this section provided:
- a. All other numeric development standards applicable to the project are adhered to; and
- b. The project includes mitigation measures that will offset any material detriment to the public welfare, or any injury to property or improvements in the vicinity and zone in which the subject property is located, or any substantial reduction in the amount of privacy enjoyed by adjoining property owners than if the development was built as specified by the zoning code.
- c. Development proposed under this subsection may depart from side yard setback zoning standards and may develop against the following alternative side yard setback standards:

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

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

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

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

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

1. The methods for measuring the height of buildings and structures proposed under this subsection are set forth in section (I) of this section.

2. Development in the R-16, N-A, and Public zones, and development in Medina Heights may not be built against the alternative building height standards set forth in this subsection.

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

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

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

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

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

may apply any or all of the following conditions of approval as necessary to safeguard the public health, general welfare, and safety, to prevent material detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved:

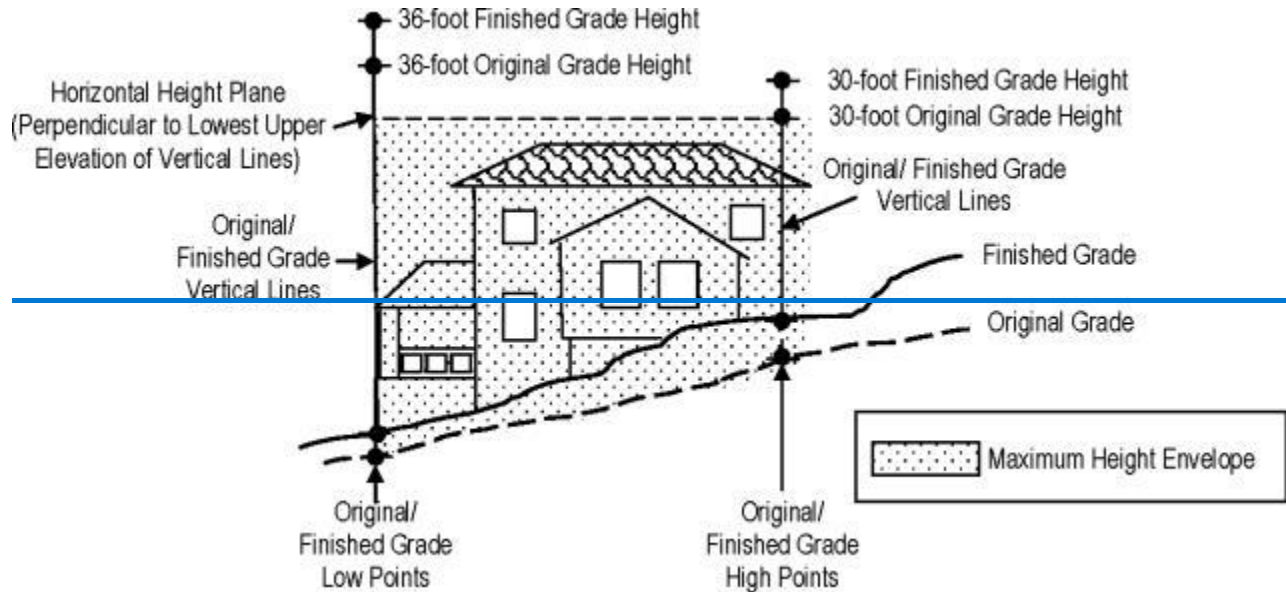
1. A privacy landscape screen pursuant to MMC 16.30.070(B)(3) shall be installed along the perimeter of the lot from which the structure is set back against the alternative side yard setback standards set forth in subsection (D)(3)(c) of this section. A maintenance covenant shall be recorded against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

H. *Lapse of approval.*

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

~~1. Bonus height standards. Where the bonus height standards in subsection (D)(3)(d) of this section are used, height shall be measured as shown in Figure 16.71.010(A) and as set forth in the following procedures:~~

- ~~1. The original grade shall be established as set forth in MMC 16.23.080;~~
- ~~2. The base elevation for measuring height shall be taken at four points where the outside of the exterior walls/sides of the building or structure intersect the following:~~
 - ~~a. The lowest point of the original grade;~~
 - ~~b. The highest point of the original grade;~~
 - ~~c. The lowest point of finished grade; and~~
 - ~~d. The highest point of finished grade;~~
- ~~3. Starting at the four base elevation points ascertained under subsection (2) of this subsection, a vertical line shall be extended by the distance of the applicable maximum height prescribed in Table 16.23.050(C);~~
- ~~4. The grade (original or finished) and corresponding vertical line established under subsection (3) of this section that has the lower upper elevation (measured from a zero elevation surface) shall be used to measure maximum height;~~
- ~~5. Maximum height shall be a horizontal plane intersecting the upper elevation of the vertical line established in subsection (4) of this section for measuring maximum height and shall be perpendicular to the same vertical line as shown in Figure 16.71.010(A);~~
- ~~6. The maximum height envelope shall be the area between the applicable grade (original or finished) and the horizontal height plane established in this section and shown in Figure 16.71.010(A);~~
- ~~7. No part of the building or structure, including roof lines, shall protrude above the maximum height envelope, except as allowed otherwise by law;~~
- ~~8. See MMC 16.23.060(E) for establishing the height plane parameter and MMC 16.23.060(G) for height calculation exemptions.~~

Figure 16.71.010(A): Alternative Bonus Height Measurements

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

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

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

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

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

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

Jessica Rossman, Mayor

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

Attest:

Jennifer S. Robertson, City Attorney

Dawn Nations, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: / AB

CITY OF MEDINA, WASHINGTON

Ordinance No. 1062

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

16.22.030. Building and structure setbacks.

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

Table 16.22.030: Minimum Building/Structure Setbacks

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

			lot width; not to exceed 20 feet	
--	--	--	----------------------------------	--

* * * * *

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

16.22.040. Protrusions into setback areas.

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

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

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

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

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

16.23.050. Maximum building and structure height standards.

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

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

Table 16.23.050(A): Maximum Height Standards

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

*Not applicable.

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

Table 16.23.050(C): Bonus Height Standard

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

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

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

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

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

16.23.060. Measuring building and structure height.

* * * * *

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

* * * * *

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

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

Figure 16.23.060(D): Bonus Height Measurements

IMAGE IS DELETED

* * * * *

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

16.44.040. Minimum maintenance standards for vacant residences.

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

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

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

16.22.020. - Lot development standards.

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

Table 16.22.020: Lot Development Standards

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

* * * * *

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

16.12.020. – “A” definitions.

* * * * *

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

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

* * * * *

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

16.12.090. – “H” definitions.

* * * * *

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

* * * * *

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

16.12.190. - "R" definitions.

* * * * *

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

* * * * *

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

* * * * *

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

16.12.200. – “S” definitions.

* * * * *

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

* * * * *

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

16.30.070. Landscape screening.

* * * * *

B. Landscape screening – Types and description.

* * * * *

3. Privacy landscape screening.

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

* * * * *

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

16.71.010. Minor deviation.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

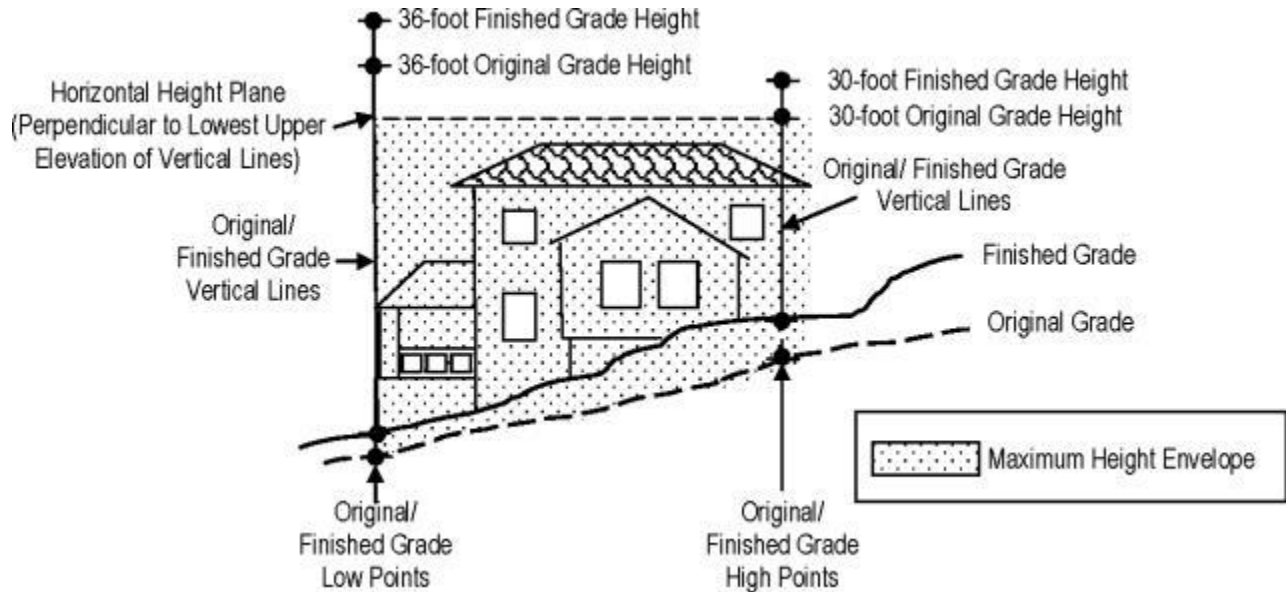
detriment to property in the vicinity, and to ensure that the privacy of adjoining properties is preserved:

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

H. *Lapse of approval.*

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

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

Figure 16.71.010(A): Alternative Bonus Height Measurements

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

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

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

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

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

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

Jessica Rossman, Mayor

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

Attest:

Jennifer S. Robertson, City Attorney

Dawn Nations, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.: / AB



CITY OF MEDINA

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

After recording return to:

City of Medina
501 Evergreen Point Road
Medina WA 98039

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



CITY OF MEDINA

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

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

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

RECITALS:

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

COVENANT AGREEMENT:

Grantor and Grantee hereby covenant and agree as follows:

1.0 Construction and Installation of Landscape Improvements.

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

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

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

2.0 Maintenance.

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

3.0 No Removal.

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

4.0 Failure to Maintain.

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

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

5.0 Enforcement.

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

6.0 Successors and Assigns.

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

7.0 Effective Date.

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

Grantor:

Grantee:

CITY OF MEDINA

(signature)

(signature)

Print name: _____

Print name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

NOTARY BLOCK GRANTOR

STATE OF WASHINGTON)
)ss
 COUNTY OF _____)

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

DATED: _____

 Print name:

 NOTARY PUBLIC

My commission expires: _____

NOTARY BLOCK MEDINA

[illegible]

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

DATED: _____

Print name: _____

NOTARY PUBLIC

My commission expires: _____

Exhibit A

Legal Description of Grantor's Property

Exhibit B

Landscape Plan for Improvements

Medina Privacy Landscape Screening List

Category	Species	Botanical Name	Cultivars (Screening Forms Only)	Typical Mature Height	Notes / Screening Function
Evergreen Native - Shrub / Small Tree	Pacific Wax Myrtle	Morella californica	Local native stock forms	15-25 ft	Dense native hedge; strong pruning response; fast recovery.
Evergreen - Shrub	English Laurel	Prunus laurocerasus	'Rotundifolia', 'Caucasica', 'Zabeliana'	15-30+ ft	Very dense, fast-growing evergreen screen. Cultivar selection influences mature size and growth habit.
Evergreen - Shrub / Small Tree	Portuguese Laurel	Prunus lusitanica	Standard form	15-30 ft	More refined texture, narrower growth habit.
Evergreen - Shrub	Elaeagnus	Elaeagnus × ebbingei	Standard green forms	10-20 ft	Extremely fast, tough evergreen screen.
Evergreen - Shrub	Viburnum tinus	Viburnum tinus	Standard forms	8-15 ft	Moderate-density evergreen with winter bloom.
Evergreen - Shrub	Yew	Taxus baccata	Standard upright forms	10-30 ft	Very dense, shade tolerant, long-lived hedge plant. Use forms appropriate to the intended screening height.
Evergreen - Shrub	Hicks Yew	Taxus × media	'Hicksii', 'Hillii'	10-20 ft	Dense hedge form; widely used in PNW landscapes.
Evergreen - Shrub / Small Tree	Japanese Privet	Ligustrum japonicum	'Texanum', standard green form	10-25 ft	Fast-growing, shear-tolerant (can be aggressive).
Evergreen Conifer - Tree	Italian Cypress	Cupressus sempervirens	'Stricta', standard columnar forms	20-35 ft	Narrow vertical architectural screen. Use smaller-stature cultivars or similar forms when lower mature height is required.
Evergreen - Shrub / Small Tree	Camellia (Japonica)	Camellia japonica	Standard upright cultivars	10-20 ft	Evergreen with seasonal bloom; moderate density.
Evergreen - Shrub / Small Tree	Camellia (Sasanqua)	Camellia sasanqua	Standard upright cultivars	10-20 ft	Faster, more sun tolerant than japonica.
Evergreen - Small Tree	Strawberry Tree	Arbutus unedo	Standard form	20-35 ft	Evergreen but somewhat open habit; slower screening. Smaller-stature forms may be selected where appropriate.
Deciduous Native - Small Tree	Vine Maple	Acer circinatum	Local native forms	15-25 ft	Native understory tree; excellent fall color; adaptable shade tree with graceful branching.
Deciduous - Small Tree	Amur Maple	Acer ginnala	'Flame', standard forms	15-25 ft	Small ornamental tree; excellent fall color; adaptable and multi-stem capable.
Deciduous - Small Tree	Rocky Mountain Maple	Acer grandidentatum	Standard forms	20-30 ft	Drought tolerant maple; attractive bark and fall color; smaller tree form.
Deciduous - Small Tree	Paperbark Maple	Acer griseum	Standard forms	20-30 ft	Slow-growing ornamental; exfoliating bark; excellent specimen tree.
Deciduous - Small Tree	Japanese Maple	Acer palmatum	'Bloodgood', 'Emperor I', standard upright cultivars	15-25 ft	Highly ornamental; excellent fall color; diverse forms and sizes. Use cultivars with mature size appropriate for the screening application.
Deciduous Native - Small Tree	Pacific Serviceberry	Amelanchier alnifolia	Local native forms	15-25 ft	Native small tree; white spring flowers, edible fruit, fall color.
Deciduous - Small Tree	Western Serviceberry	Amelanchier grandiflora	Standard forms	15-25 ft	Small ornamental tree; flowers, fruit, and fall interest.
Deciduous - Small Tree	Japanese Hornbeam	Carpinus japonica	Standard forms	20-30 ft	Dense branching structure; attractive foliage; excellent small screening tree.
Deciduous - Small Tree	Eastern Redbud	Cercis canadensis	'Forest Pansy', standard forms	20-30 ft	Spring flowering tree; attractive foliage; moderate growth rate.
Deciduous - Small Tree	Corneliancherry Dogwood	Cornus mas	Standard forms	20-25 ft	Early spring flowers; fruiting ornamental; durable small tree.
Deciduous - Small Tree	Japanese Dogwood	Cornus officinalis	Standard forms	20-30 ft	Attractive bark, flowers, and fruit; excellent specimen tree.
Deciduous - Large Shrub / Small Tree	European Filbert	Corylus avellana	Standard forms	15-25 ft	Multi-stem small tree; dense branching; adaptable screening plant.
Deciduous - Small Tree	Smoketree	Cotinus sp.	'Royal Purple', standard forms	15-25 ft	Ornamental foliage; airy flowering structure; drought tolerant once established.
Deciduous - Small Tree	Hawthorn	Crataegus sp.	Standard forms	20-30 ft	Tough small tree; flowers, fruit, and wildlife value.
Deciduous - Small Tree	Goldenrain Tree	Koeleruteria paniculata	Standard forms	20-30 ft	Late summer flowers; attractive seed pods; adaptable ornamental tree.

Deciduous - Small Tree	Galaxy Magnolia	Magnolia 'Galaxy'	Standard form	20-30 ft	Upright flowering magnolia; large spring flowers; specimen tree.
Deciduous - Small Tree	Star Magnolia	Magnolia stellata	Standard forms	15-20 ft	Early spring flowering; compact growth habit; excellent ornamental.
Deciduous - Small Tree	Lily Magnolia	Magnolia liliiflora	'Nigra', standard forms	10-20 ft	Spring flowering ornamental; smaller magnolia form.
Deciduous - Small Tree	Carmine Crabapple	Malus × atrosanguinea	Standard forms	15-25 ft	Flowering crabapple; spring blooms and ornamental fruit.
Deciduous - Small Tree	Sargent Crabapple	Malus sargentii	Standard forms	8-15 ft	Compact crabapple; flowers, fruit, and wildlife value.
Deciduous - Small Tree	Pink Perfection Crabapple	Malus 'Pink Perfection'	'Pink Perfection'	15-25 ft	Ornamental flowering crabapple; pink blooms and attractive form.
Deciduous - Small Tree	Radiant Crabapple	Malus 'Radiant'	'Radiant'	15-25 ft	Flowering crabapple; colorful fruit; adaptable ornamental.
Deciduous - Small Tree	Strathmore Crabapple	Malus 'Strathmore'	'Strathmore'	15-25 ft	Flowering crabapple; attractive flowers and fruit.
Deciduous - Small Tree	Persian Parrotia	Parrotia persica	Standard forms	20-30 ft	Multi-season interest; excellent fall color; attractive bark. Smaller-stature cultivars or forms may be selected where reduced mature height is required.
Deciduous - Tree / Small Tree	Flowering Cherry/Plum	Prunus sp.	Standard ornamental cultivars	15-30+ ft	Spring flowering ornamental; wide range of forms and sizes.
Deciduous - Small Tree	Amur Chokecherry	Prunus maackii	Standard forms	20-30 ft	Attractive copper bark; white flowers; adaptable small tree.
Deciduous - Small Tree	Mt. Fuji Flowering Cherry	Prunus serrulata 'Shirotae'	'Shirotae'	15-25 ft	Large white flowers; graceful spreading form.
Deciduous - Small Tree	Staghorn Sumac	Rhus typhina	Standard forms	15-25 ft	Native multi-stem tree; excellent fall color; wildlife value.
Deciduous - Small Tree	Red Cascade Mountain Ash	Sorbus americana 'Dwarfcrone'	'Dwarfcrone'	15-20 ft	Compact mountain ash; flowers, fruit, and fall color.
Deciduous - Small Tree	Japanese Stewartia	Stewartia pseudocamellia	Standard forms	20-30 ft	Outstanding specimen tree; exfoliating bark; flowers and fall color.
Deciduous - Small Tree	Japanese Snowbell	Styrax japonicus	Standard forms	20-30 ft	Attractive small tree; white flowers; refined branching structure.
Deciduous - Small Tree	Japanese Tree Lilac	Syringa reticulata	'Ivory Silk', standard forms	20-30 ft	Late spring flowering; durable small tree; attractive bark.



NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Medina will hold a Hybrid Public Hearing via Teleconference Zoom Meeting and In-Person at Medina City Hall on **Monday, September 28, 2026, at 6:00 PM** or as soon thereafter as called by the City Council, regarding the **Development Impacts Phase 1**.

The Medina City Council has moved to hybrid meetings, offering both in-person and online meeting participation.

Please see below for ways to participate and comment during the Hybrid public hearing.

Register to Speak: Individuals wishing to speak live during the Hybrid Public Hearing will need to register their request with the Acting City Clerk at 425.233.6410 or email dnations@medina-wa.gov and leave a message [before 2PM](#) on the day of the September 28 Council meeting. Please reference Public Hearing for September 28 Council Meeting on your correspondence. The Acting City Clerk will call on you by name or telephone number when it is your turn to speak.

Telephone: To listen to the meeting or speak live during the Public Hearing via telephone, please call [1-253-215-8782](tel:1-253-215-8782) and enter 891 8542 8569# when prompted.

Internet: To watch the meeting over the internet or speak live during Public Hearing, via your computer microphone, follow these steps:

Join Zoom Meeting

<https://medina-wa.zoom.us/j/89185428569?pwd=d9QwY6gFPBJ1bUzHN9GMblhciGbbn3.1>

Meeting ID: 891 8542 8569

Passcode: 489905

Written Comments: Written comments may be submitted to the Acting City Clerk at dnations@medina-wa.gov. Written comments must be received by 2PM on September 28, 2026. All comments timely received will be forwarded to the Council before the meeting. A brief summary of the comments will be included in the minutes of the meeting.

Medina City Council Meeting
September 14, 2026 – 6:00 PM
Medina Ordinance #1052
Speaking Notes

Todd Bennett

I represent the property located at:

1811 NE 73rd Avenue

I wanted to comment on Ordinances 1052-1059 and the new Phase I draft code changes you reviewed earlier today.

- 1) I am in general in favor of the Phase I draft changes and I have two areas I would like to address.

II Section 16.71.010 – C(3.)d Minor Deviation - Height

Under the proposed Phase I draft changes:

The Bonus Height is potentially available in all residential zones except the R16 Zone.

We would appreciate it if the City would consider extending the potential for Bonus Height to the R16 Zone as well.

Bonus Height is discretionary and would still be under the oversight and control of the Minor Deviation process.

I personally think Bonus Height on smaller lots would be more helpful in designing non-boxy homes than on larger lots due to smaller lots having more constraints to overcome to accomplish a truly great home design.

Bonus height allows for more interesting roof lines, and this could improve the homes designed in the R16 zone.

If Bonus Height is considered for R16 zoning, the 13% restriction on site coverage would need to be addressed. This 13% restriction becomes more of a challenge as lots become small.

On a 10,000-sf lot, 13% is only 1300 sf which is a small home.

The Current City Code already imposes strict structural coverage limits in all zones, which restrict home size more than all the neighboring cities we work in.

If the City would considers allowing Bonus Height in the R16 Zone, the City could also consider removing the additional 13% structural coverage restriction for Bonus Height in the R16 zone, in favor of current existing strict Structural Coverage Ratios.

II Section 16.71.010 G (3.) Conditions of Approval

There is also a section in the Phase I draft that says, to approve a Minor Deviation,

The decision authority **may apply** any of 5 listed conditions.

I think it is intended that the decision authority has discretion to apply any number of these, from zero to all 5 but that not are required.

The way the 5 listed conditions are written is unclear to me.

- 1) Privacy landscaping **shall be** installed.
- 2) Glazing **may be** limited.
- 3) Decks **are** limited to 100 sf. on the second floor.

- 4) Lighting **will** comply
- 5) Additional mitigation may be required.

I think the wordage should be clarified that any of these conditions “May Be” required and this sb consistent across all 5.

Our particular concern to us is the limitation on Deck size on the second floor.

100 sf is small for a very expensive home.
Our planned home does have a second story deck that exceeds 100 sf.

Our site is a waterfront site with a park on one side.
We do have a larger deck than 100 sf that opens up to the waterfront and to the park and does not impact the neighbors.

We would appreciate consideration of situations like this on a case by case basis, and not have a non-flexible size limit imputed in the code for decks.



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 28th, 2026

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

Summary

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

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

2027 Budget Expenditures Overview:

- Budgeted 2027 expenditures across all funds - \$12,284,978
 - General Fund W/O Transfers - \$9,047,101
 - Capital and Tree Fund W/O Transfers - \$1,600,000
 - Development Services Fund - \$952,047
 - Street Fund - \$685,830

	2023	2024	2025	2026	2027	
DESCRIPTION	Year-end Actuals	Year-end Actuals	Year-end Actuals	Year-end Estimates	Prelim. Budget	General Fund Year End Carryover Balances
GENERAL FUND						2027
BEGINNING FUND BALANCE	\$ 3,909,675	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,670,699	Fund Balance
REVENUES	8,352,385	8,787,239	9,199,205	10,458,694	9,506,023	Excess/(Shortfall)
OPERATING TRANSFERS-IN						\$4,186,596
EXPENDITURES	6,484,612	7,084,708	7,563,562	7,779,112	9,047,101	
OPERATING TRANSFERS-OUT	1,478,000	2,360,000	731,504	555,000	545,000	25% Policy Minimum
<i>Year end carryover balance</i>	\$ 4,299,448	\$ 3,641,979	\$ 4,546,117	\$ 6,670,699	\$ 6,584,621	\$2,398,025
STREET FUND						68.6%
BEGINNING FUND BALANCE	\$ 44,423	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	
REVENUES	157,028	94,585	189,689	121,347	118,607	
OPERATING TRANSFERS-IN	553,000	535,000	544,856	555,000	570,000	
EXPENDITURES	661,859	616,073	569,224	591,500	685,830	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 92,592	\$ 106,103	\$ 271,425	\$ 356,272	\$ 359,049	
DEV. SERVICES FUND						<i>Note: \$300,000+ of DS Balance is Held within Advanced Deposits Is Not Considered Usable Funds</i>
BEGINNING FUND BALANCE	\$ 835,726	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	
REVENUES	1,402,320	1,045,491	1,070,525	868,000	885,000	
OPERATING TRANSFERS-IN			1,648	100,000	75,000	
EXPENDITURES	1,287,355	1,279,693	1,274,780	997,823	952,047	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 950,691	\$ 716,489	\$ 513,882	\$ 484,059	\$ 492,012	
TREE FUND						
BEGINNING FUND BALANCE	\$ 72,938	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	
REVENUES	950	888	21,000	1,500	3,075	
OPERATING TRANSFERS-IN						
EXPENDITURES	25,431	25,853	3,946	15,000	30,000	
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 48,457	\$ 23,492	\$ 40,546	\$ 27,046	\$ 121	
LEVY STABILIZATION FUND						
BEGINNING FUND BALANCE	\$ 1,000,000	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	
OPERATING TRANSFERS-IN	1,000,000	400,000	285,000			
OPERATING TRANSFERS-OUT						
<i>Year end carryover balance</i>	\$ 2,000,000	\$ 2,400,000	\$ 2,685,000	\$ 2,685,000	\$ 2,685,000	Must have min. of \$2M by 12/31/2025
CAPITAL PROJECTS FUND						
BEGINNING FUND BALANCE	\$ 5,930,906	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	
REVENUES	1,847,997	2,593,966	2,374,528	1,488,536	1,495,000	
OPERATING TRANSFERS-IN						
EXPENDITURES	703,567	2,473,386	693,214	865,000	1,570,000	<i>Note: CPF balances do not include contractor retainage activity amounts</i>
OPERATING TRANSFERS-OUT	75,000	75,000	100,000	100,000	100,000	
<i>Year end carryover balance</i>	\$ 7,000,336	\$ 7,045,916	\$ 8,627,230	\$ 9,150,766	\$ 8,975,766	
CONTINGENCY FUND						
BEGINNING FUND BALANCE	\$ 250,000	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
REVENUES	\$ -				\$ -	
OPERATING TRANSFERS-IN	\$ -	\$ 1,500,000			\$ -	
OPERATING TRANSFERS-OUT	\$ -				\$ -	
<i>Year end carryover balance</i>	\$ 250,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	
TOTAL ALL FUNDS BUDGET						
BEGINNING FUND BALANCE	\$11,907,170	\$14,505,026	\$15,547,482	\$18,434,200	\$21,123,842	
REVENUES	11,760,680	12,522,169	12,854,947	12,938,077	12,007,705	
OPERATING TRANSFERS-IN	1,553,000	2,435,000	831,504	655,000	645,000	
EXPENDITURES	9,162,825	11,479,713	10,104,726	10,248,435	12,284,978	
OPERATING TRANSFERS-OUT	1,553,000	2,435,000	831,504	655,000	645,000	
<i>Year end carryover balance</i>	\$14,505,026	\$15,547,482	\$18,434,200	\$21,123,842	\$20,846,569	

Council Priorities

This proposal furthers Council Priorities 1 - 5.

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

Budget/Fiscal Impact: 2027 Budget Impacts.

Recommendation: N/A

City Manager Approval:



Proposed Council Motions: N/A



2027 PRELIMINARY BUDGET - EXPENDITURES

Presented by Finance Director Ryan Wagner

2027 BUDGET INTRODUCTION – JEFF SWANSON, CITY MANAGER

Baseline budgeting approach

- Taking the 2026 baseline and incorporating revenue forecasts and expense assumptions to create the 2027 baseline and assess expected revenue/expenditure balance
- Considering 2027 budget additions
 - *Are they one-time or ongoing? What are the forecasted impacts to balance? Are ongoing revenues forecasted to cover ongoing costs?*
 - *Evaluation rubric:*
 - (*) Emergency (rare)
 - (1) Essential
 - (2) Compliance
 - (3) Risk Management
 - (4) Discretionary

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

2027 BUDGET INTRODUCTION – JEFF SWANSON, CITY MANAGER

Goal/Initiative	Status	Deliverables
E-bikes and bicycle safety	Implemented	Oct. 2026 safety program; May 2027 safety program; public information
Undergrounding utilities	In process	18th Street AC water main replacement design implementation; project delayed
Strategic planning and budgeting	In process	(1) 2026 budget document modified consistent with GFOA rubric; additional changes in 2027 (and beyond) budget for greater transparency (2) Council adoption of HB 2015 public safety sales tax and receipt of CJTC grant (3) Modifications to development services fund cost allocations; updated forecast (4) Review of stormwater services expenses consistent with enterprise account (5) Updated forecasts for 2027 budget (6) Proposed establishment of fully-funded ER&R fund in 2027
Reorganization, performance management, and public information and outreach program	In process	Reorganization and Performance Management (1) Draft org chart and position descriptions produced (2) Work plans developed with City Council, Planning Commission, and Park Board and incorporated into City Manager performance evaluation (3) Succession and professional development plans and related policies under consideration Public Information and Outreach (1) Proviso in 2027 budget to address resources for functional area
ROW Management	In process	Addressed St. Thomas pickup/dropoff traffic, sidewalk cleaning and maintenance, and significantly increased code enforcement and vegetation management activity to improve sight distance limiting obstructions

2027 BUDGET INTRODUCTION – JEFF SWANSON, CITY MANAGER

Goal/Initiative	Status	Deliverables
Technology use	In process	Negotiating ILA with NORCOM to serve as City's IT provider; proviso for ERP system in 2027 budget
Resource sharing with regional partners	In process	Increased collaboration with Bellevue for public safety and utilities; more participation in ARCH on housing-related policies and legislative changes to GMA; draft ILAs with Hunts Point and Beaux Arts Village for public works resource sharing
Park donations policy	In process	Developing park donation policy to incorporate into city financial policy adopted in 2026
Planning Commission work plan	In process	Outdoor lighting adopted in 2026; Development impacts phase 1 in process/near completion Projects included in the 2027 budget include Compliance: - Conversion of nonresidential use to residential - Unit-lot subdivision - Residential lot-splitting - Siting of childcare centers 2024 State Building Code update Discretionary: - Tree management code update - Development impacts phase 2 and affordable housing

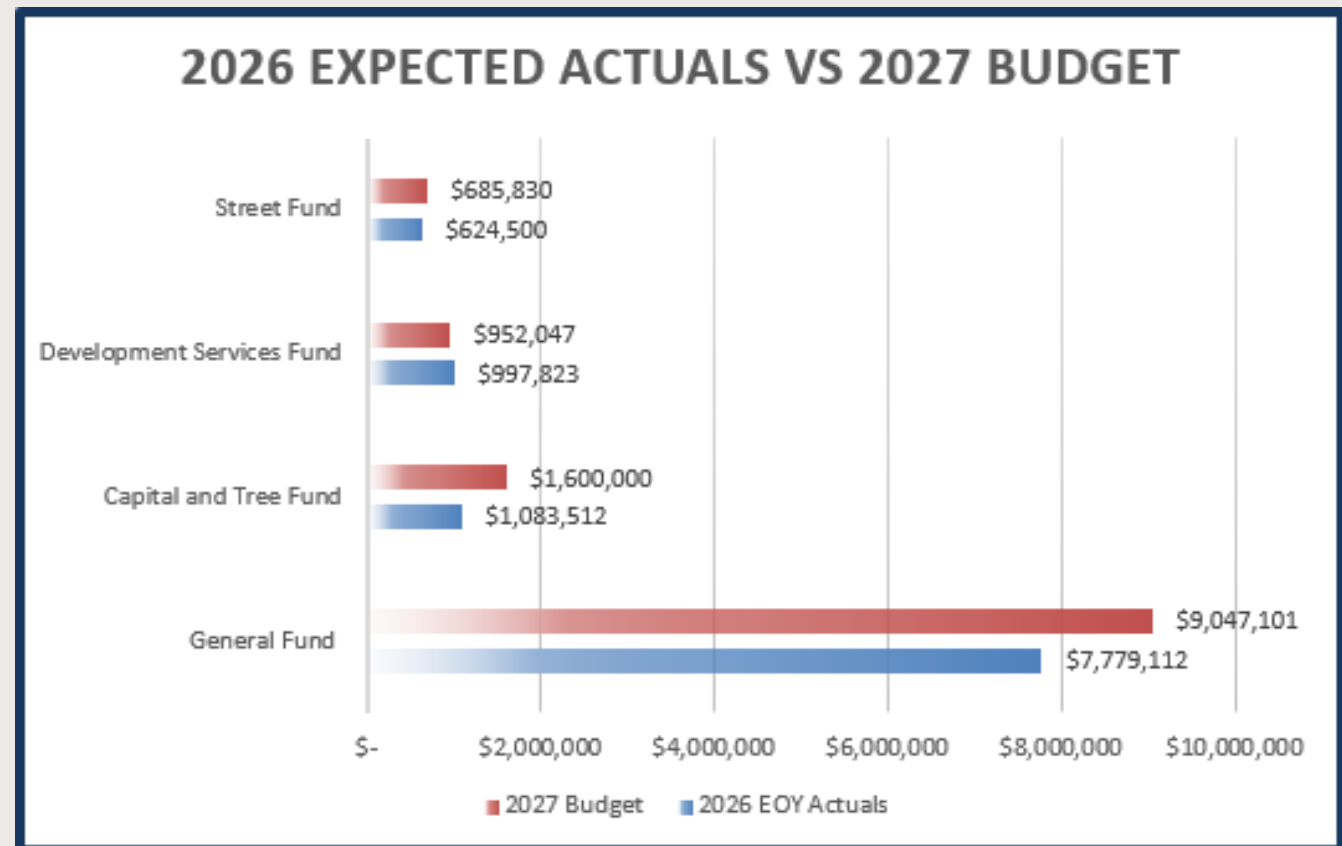


AGENDA

1. 2027 Expenditures Overview
2. General Fund Baseline
3. General Fund Adds
4. 2027 Capital Fund
5. 2027 Development Services Fund
6. Questions?

2027 BUDGET OVERVIEW

- The City Expects to Spend \$10,484,947 in 2026
- Total 2027 Budget Across all Funds: \$12,284,978

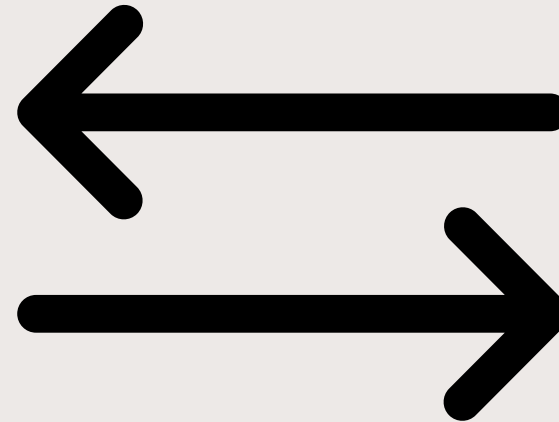


WHY TRANSFER MONEY BETWEEN FUNDS?

- In fund accounting, **transferring money between funds** is an **internal reallocation** of resources — it does not create new revenue or expenses, but ensures each fund has the cash or assets it needs to fulfill its designated purpose.
- Fund accounting rules require that funds be used for their intended purposes. Transfers help ensure that financial restrictions on certain funds are honored, and that internal designations are respected.

List of Transfers:

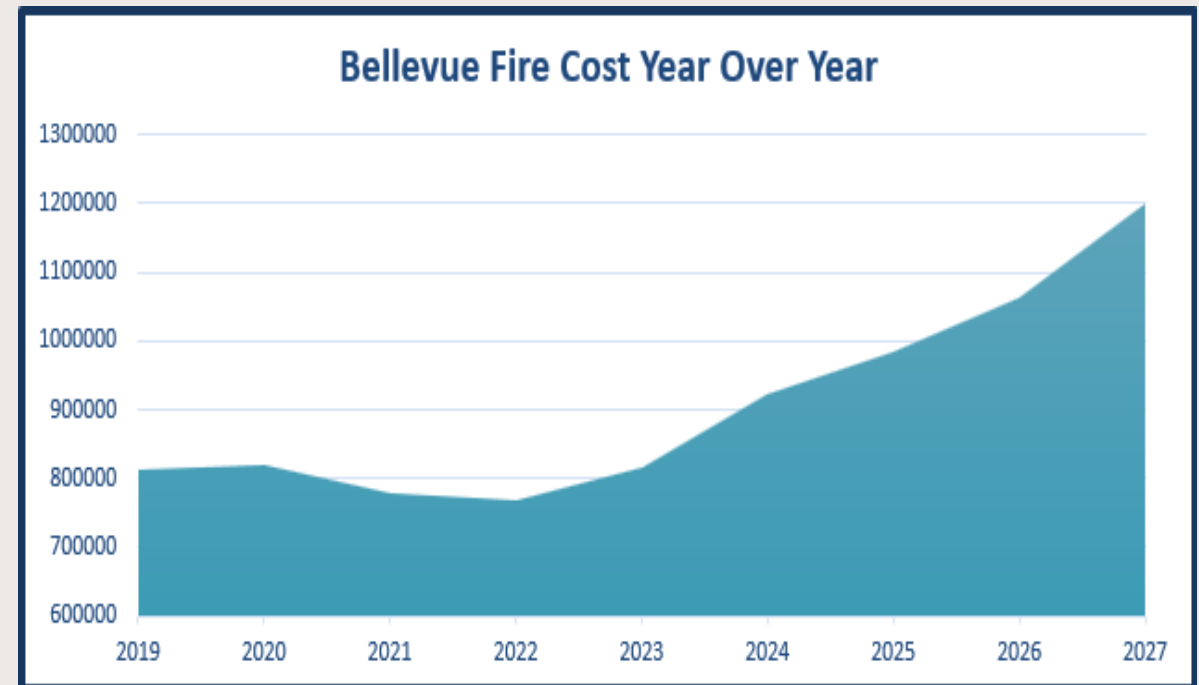
- General Fund to Street Fund
 - \$470,000
- General Fund to Equipment Replacement Fund
 - \$457,109
- General Fund to DS Fund
 - \$75,000
- Capital Fund to Street Fund
 - 100,000



2027 GENERAL FUND BASELINE (\$8,597,992)

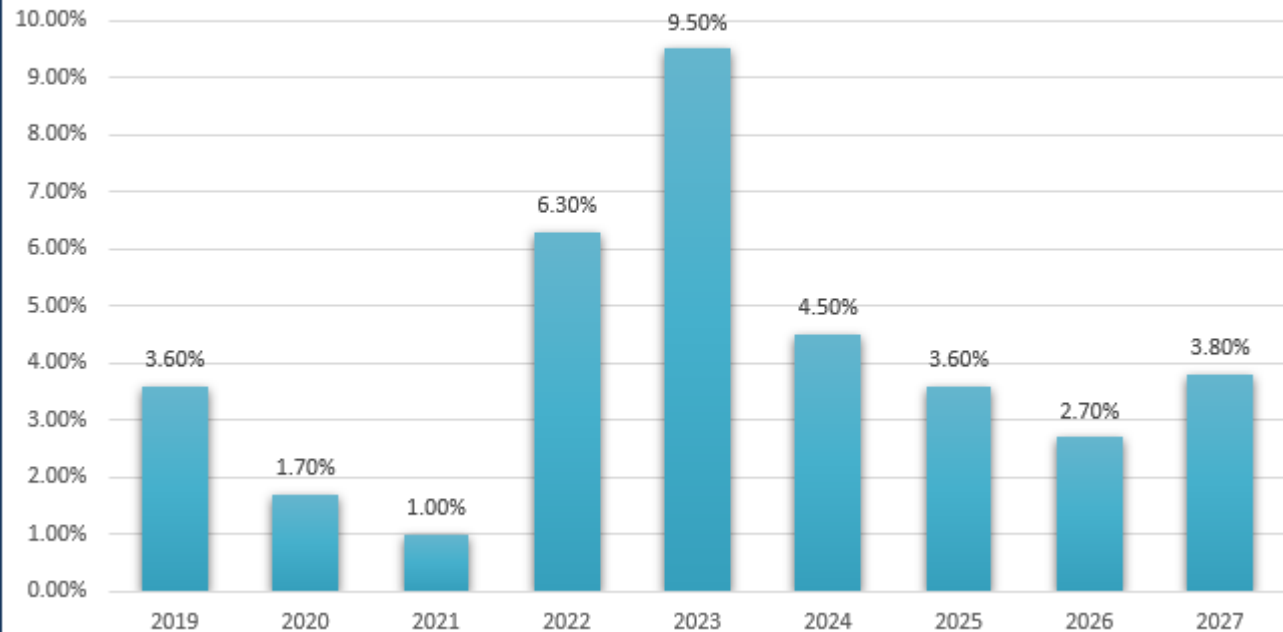
The 2027 baseline consists of all continuous city costs carried over from the 2026 budget including mandatory services and operating expenditures:

- Public Safety Services
 - *Law Enforcement* - \$3,210,187
 - *Fire and EMS Through Bellevue Fire* - \$1,198,836
 - *Seasonal Lifeguard Program* - \$46,350



2027 GENERAL FUND BASELINE CONT'D...

Consumer Price Index Over the Years



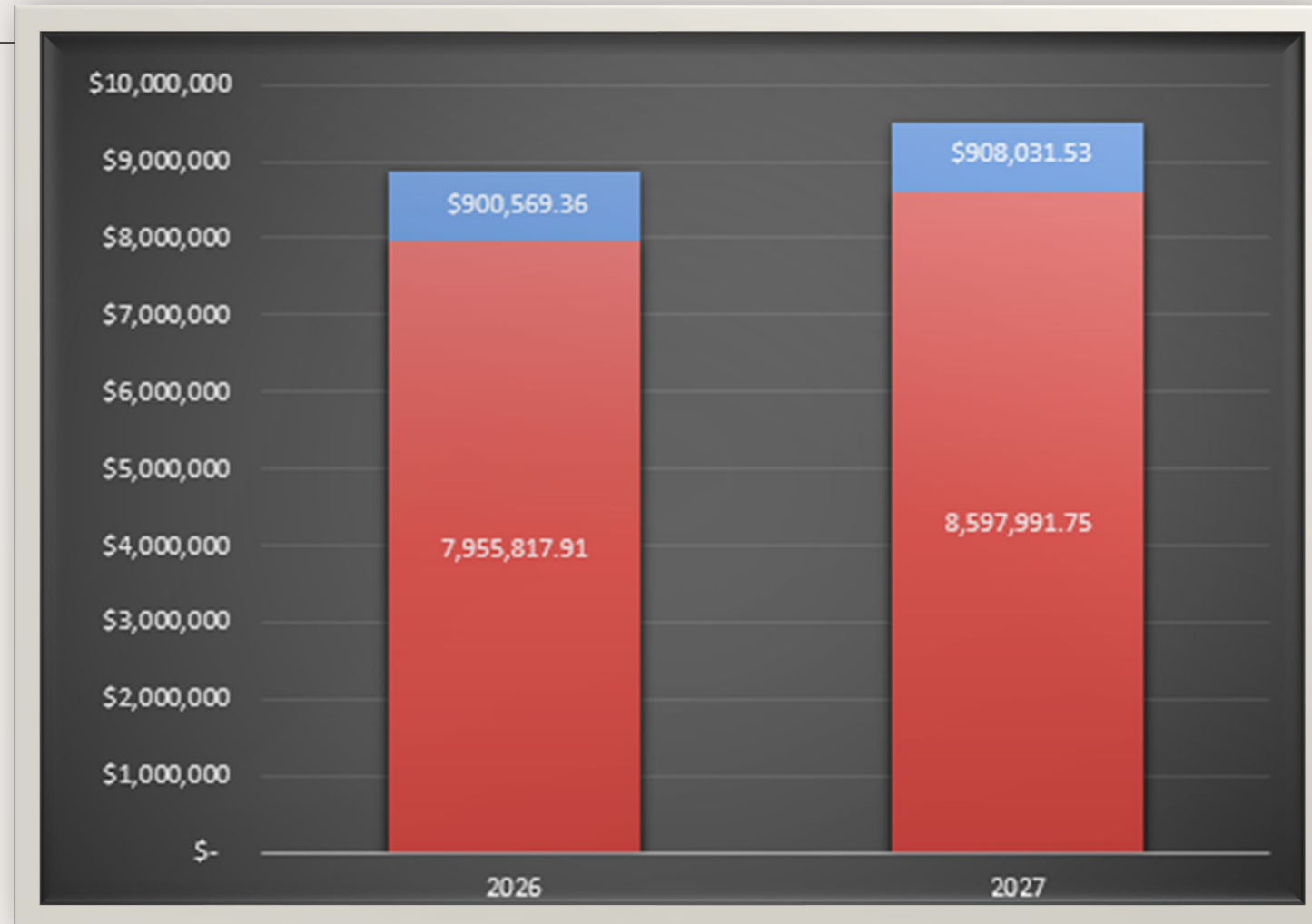
Departmental Baseline Expenditures

- Central Services/Contracted IT - \$987,511
- Parks - \$671,731
- Finance (Includes Liability Insurance) - \$650,287
- General Legal - \$470,000
- Executive - \$344,903

Key 2027 Budget Assumptions (all departments)

- 3.8% COLA Adj (CPI-W)
- 8% Placeholder Increase for Medical/Dental/Vision

BASELINE BUDGET YEAR TO YEAR



2027 GENERAL FUND ADDITIONS (\$958,109)

This section of the budget includes everything that is new for the 2027 budget cycle. This includes both one-time purchases, along with year over year expenditures.

Long-Range Planning Projects (compliance):

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

Estimated Total Cost:

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



2027 GENERAL FUND ADDITIONS CONT'D...



Long Range Planning Projects (discretionary) and Estimated Costs:

Tree Management Code Update \$66,000

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

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

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

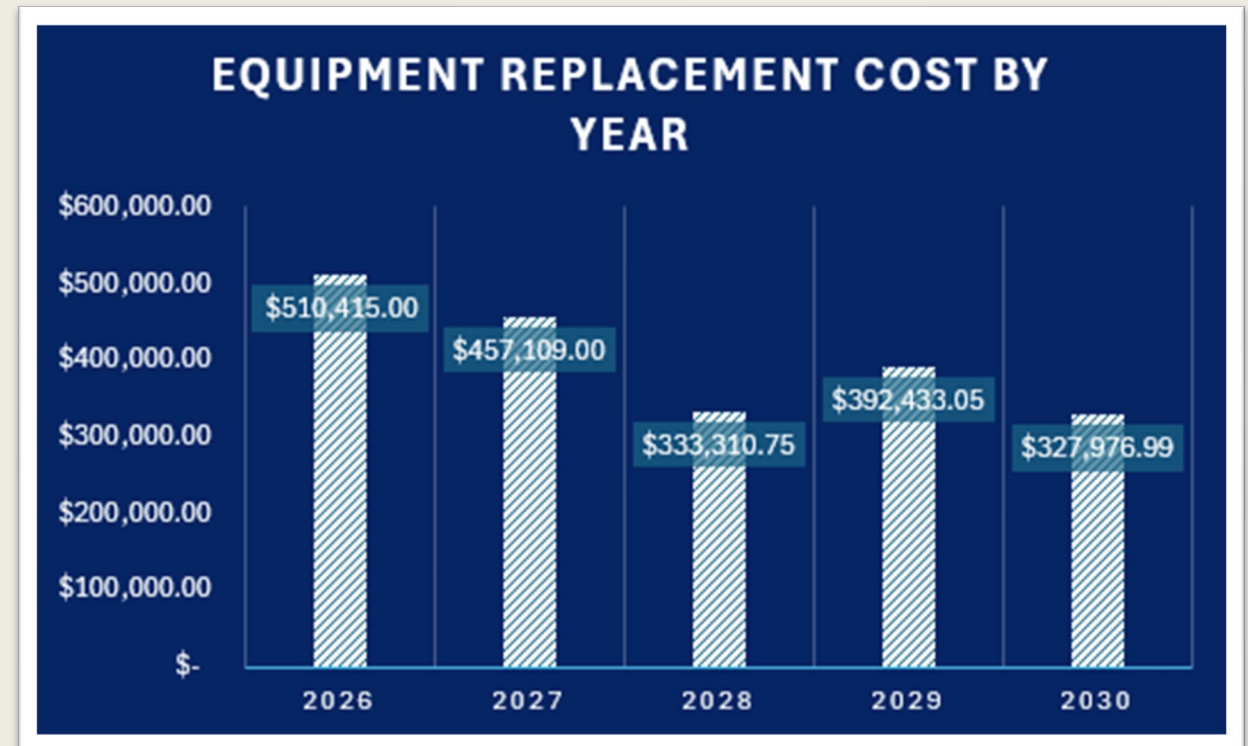
2027 GENERAL FUND ADDITIONS CONT'D...



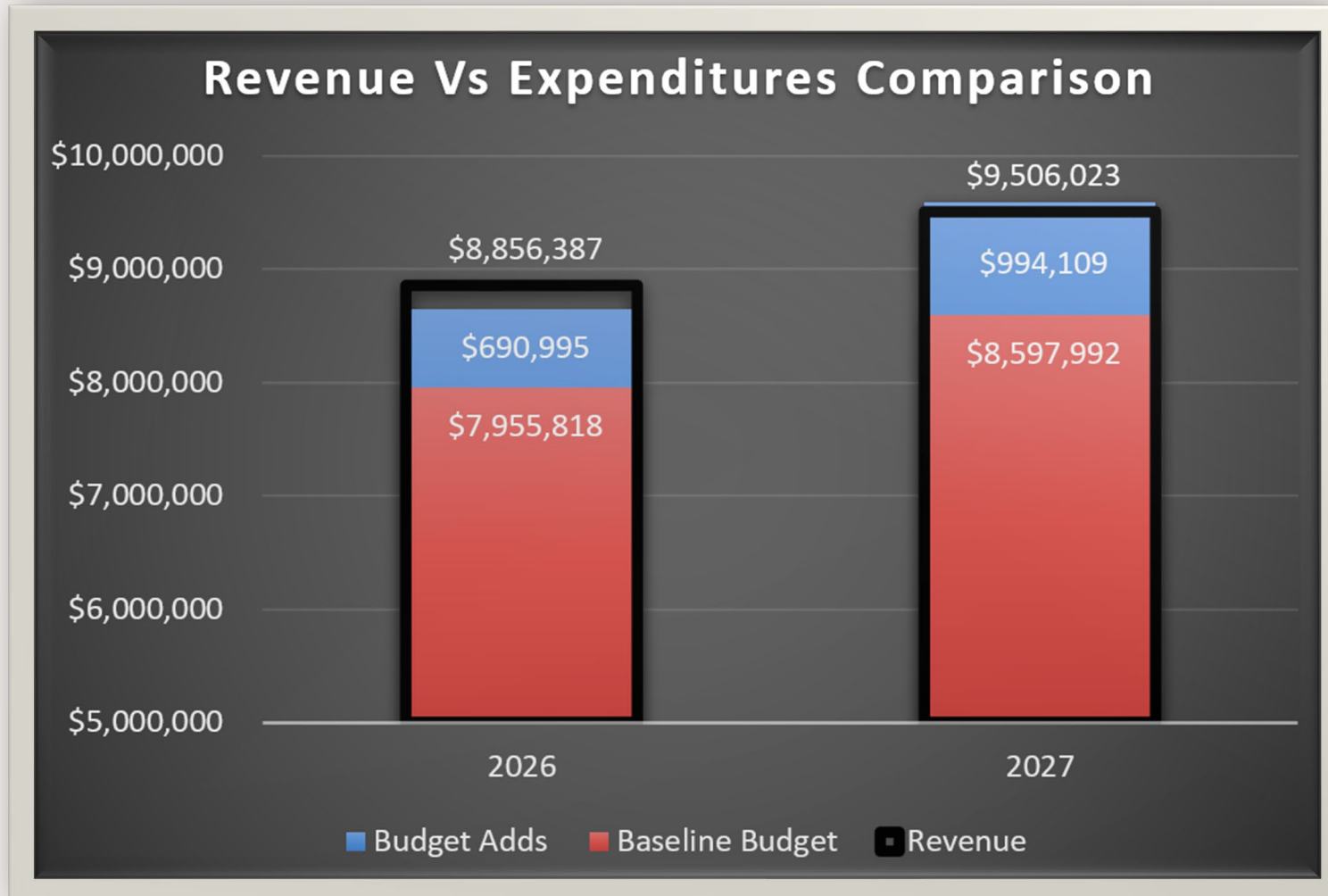
- Unfunded Mandate
 - \$75K *Legal*
 - \$75K *Long Range Planning*
- Communications Plan
 - \$40K *Under Central Services*
- ERP System
 - \$50K *Implementation Cost Under Finance*

EQUIPMENT REPLACEMENT FUND

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



GENERAL FUND SPEND COMPARED TO REVENUE



- In 2027, the preliminary budget includes a deficit of \$86,077 due to one-time expenditures under the “Budget Asks” section.
 - \$457,109 Ongoing Vs \$537,000 One-Time Expenses
- This deficit will be paid for out of the surplus General Fund balance that is expected at the start of the 2027 fiscal year.

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

Stormwater Projects

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

Streets and Sidewalks Projects

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

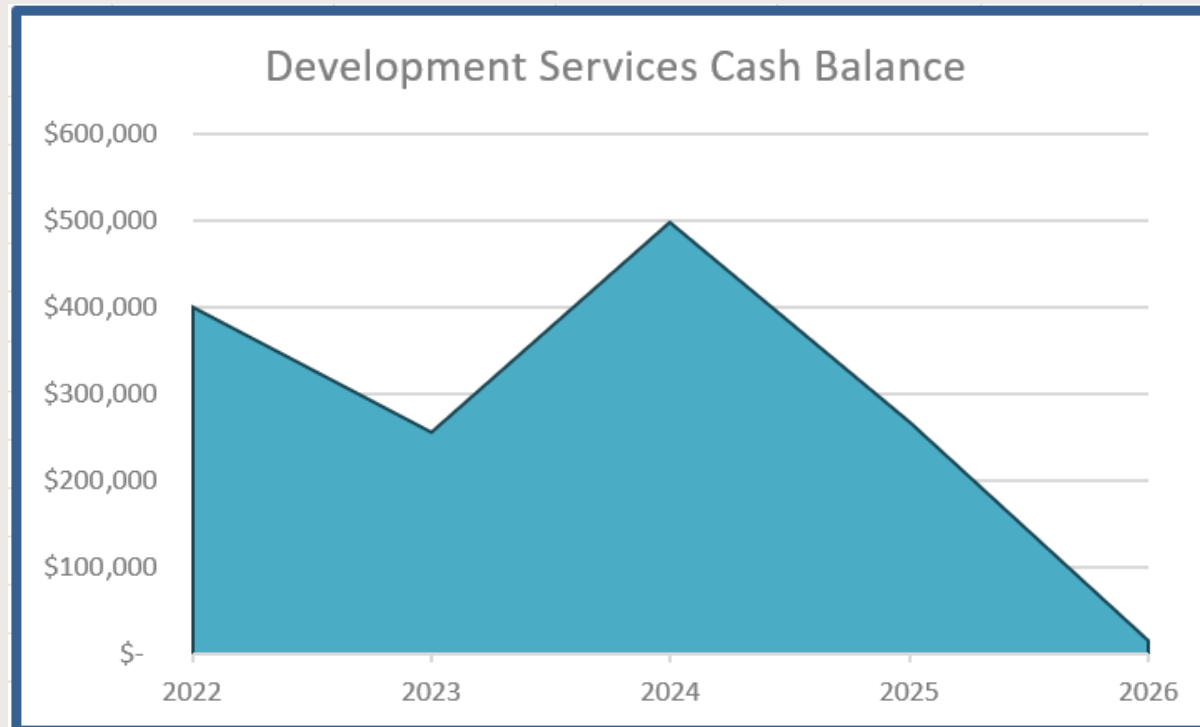
City Hall Project

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



2027 DEVELOPMENT SERVICES FUND

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



- Overall budget is down 7.23%
- Development related consultants remain at an expected level of inflationary growth
- Development Services fee study to begin in Q4 2026 to align with goal of 100% cost recovery for services rendered

ESTIMATED END OF YEAR CASH BALANCES

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

- State requirement to carry over a minimum balance of 25% from year to year to cover General Fund expenses in Q1.
 - Expected 68.6% Carryover for 2027.
 - Large one-time sales tax allocation caused the growth of fund balance.
- Please note that a large portion of the Development Services Fund Balance is held in Advanced Deposits and ROW Permit Bonds.

QUESTIONS?



2027 Budget Calendar City of Medina, Washington

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



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

City of Medina 2027 Budget - General Fund				
Revenue				
Total Revenue		\$		9,506,023
Change		\$		649,636
Expenditures				
Department	2026 Adopted Budget	2027 Proposed Budget	Delta	
Exec.	325,603	\$ 344,903	\$	19,300
Finance	632,123	\$ 700,287	\$	68,164
Central Services	1,083,030	\$ 1,084,511	\$	1,480
Police	2,893,217	\$ 3,210,187	\$	316,969
Fire	1,060,791	\$ 1,198,836	\$	138,045
Parks	639,065	\$ 671,731	\$	32,665
Rec Services	45,600	\$ 46,350	\$	750
Legislative	80,000	\$ 80,000	\$	-
Long Range Planning	281,745	\$ 551,022	\$	269,277
Legal	562,000	\$ 645,000	\$	83,000
Social and Env. Services	56,143	\$ 57,166	\$	1,023
Equipment Replacement	432,495	\$ 457,109	\$	24,614
Transfers	555,000	\$ 545,000	\$	(10,000)
Total General Fund Exp.	\$ 8,646,813	\$ 9,592,101	\$	945,288
Total General Fund Surplus			\$	(86,077)

City of Medina 2026 Budget Capital Fund				
Revenue				
Total Revenue	\$			1,495,000
Change:	\$			100,000
Expenditures				
Total Capital	\$			600,000
Total Stormwater	\$			1,070,000
Total Capital Fund Exp.	\$			1,670,000
Change:	\$			450,000
City of Medina 2026 Budget Dev Services Fund				
Revenue				
Total Revenue	\$			960,000
Change	\$			(25,000)
Expenditures				
Total Expenditures	\$			952,047
Change	\$			(74,151)
Total Development Services Deficit			\$	7,953

LEGISLATIVE SERVICES

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

LEGAL

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

SOCIAL AND ENVIRONMENTAL SERVICES

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

RECREATIONAL - LIFEGUARD

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

Long Range Planning

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		
							Notes:
	Planning						1.2 FTE 3.8 CPI-W (Split from Dev Services)
001 000 000 558 60 11 00	Salary and Wages	61,222	67,305	66,468	178,849	▲165.73%	.5 FTE Director, .5 FTE Building Official, Split for Code Enforcement , .2 FTE Coordinator for Planning Commission Work Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 558 60 11 16	ICMA 457 Plan	3,000	3,000	3,000	6,000	▲100.00%	
001 000 000 558 60 21 00	Personnel Benefits	36,000	15,940	13,250	30,173	▲89.29%	
001 000 000 558 60 41 01	Long Range Planning Consultant	150,000	150,000	95,000	250,000	▲66.67%	Phase 2 for Middle Housing and other assorted planning projects, refer to City's planning calendar \$4K for Tree Plotter Software
001 000 000 558 62 41 00	Unfunded Mandate	65,000	34,000	32,000	75,000	▲120.59%	
001 000 000 558 60 41 03	Code Enforcement		5,000	3,000	5,000	▲0.00%	
001 000 000 558 66 49 00	Misc.		6,500	6,000	6,000	▼7.69%	
	TOTAL LONG RANGE PLANNING	315,222	281,745	218,718	551,022	▲95.57%	

EXECUTIVE

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
	EXECUTIVE									FTE's: 1
	SALARIES & WAGES									
001 000 000 513 10 11 00	Salaries & Wages	221,558	191,813	194,780	274,028	229,021	229,021	237,724	▲3.80%	CPI-W=3.8% COLA-- See Salary Model for addl details
001 000 000 513 10 21 50	Auto Allowance	2,983	5,989	6,000	6,806	8,500	8,500	8,500	▲0.00%	
001 000 000 513 10 11 16	ICMA 457 Plan	13,164	13,245	24,554	13,094	4,800	4,800	4,800	▲0.00%	
	TOTAL SALARIES & WAGES	237,705	224,824	238,192	305,667	242,321	242,321	251,024	▲3.59%	
	PERSONNEL BENEFITS									
001 000 000 513 10 21 00	Personnel Benefits	21,339	13,528	19,147	30,617	43,282	46,000	45,879	▲6.00%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS	21,339	13,528	19,147	30,617	43,282	46,000	45,879	▲6.00%	
	OTHER SERVICES AND CHARGES									
001 000 000 513 10 41 00	Lobbyist	36,128	33,000	39,000	78,053	36,000	36,000	36,000	▲0.00%	SR520 Lobbyist
001 000 000 513 10 43 00	Travel & Training	285	35	1,086	2,235	3,000	7,500	10,000	▲233.33%	Training
001 000 000 513 10 49 01	Dues, Subscr.	-	-	365	-	1,000	1,000	2,000	▲100.00%	
	TOTAL OTHER SERVICES & CHARGES	36,413	33,035	40,451	80,288	40,000	44,500	48,000	▲20.00%	
	TOTAL EXECUTIVE DEPARTMENT	295,456	271,387	297,790	416,572	325,603	332,821	344,903	▲5.93%	

FIRE AND MEDICAL

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

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
POLICE DEPARTMENT										FTE: 12
SALARIES & WAGES										
001 000 000 521 20 11 00	Salaries & Wages	1,208,938	1,200,455	1,307,772	1,375,578	1,425,110	1,440,000	1,584,264	▲11.17%	CPI-W=3.8% COLA 2 non-rep employee; 3.8% CBA Clerical;N/A CBA PD est ceiling COLA 10 employees
001 000 000 521 20 11 11	Longevity	21,180	24,607	28,397	37,341	40,110	43,000	43,319	▲8.00%	
001 000 000 521 20 11 14	Education	9,587	1,449	608	600	600	600	600	▲0.00%	
001 000 000 521 20 11 16	ICMA 457 Plan	41,252	50,585	44,317	46,125	49,000	56,000	52,000	▲6.12%	
001-000-000-521-20-11-17	Opt Out Medical	31,757	23,998	27,115	36,670	40,234	38,500	42,648	▲6.00%	
001 000 000 521 20 11 18	Night Shift Differential	9,504	11,972	11,661	13,097	20,808	21,500	21,599	▲3.80%	Based on "average" week of coverage provided by Sergeant
001 000 000 521 20 11 19	Physical Fitness Incentive	10,961	11,620	13,182	15,182	19,063	14,000	16,000	▼16.07%	All officers utilizing
001 000 000 521 20 12 00	Overtime	118,568	112,384	114,316	165,447	130,000	130,000	140,000	▲7.69%	Training, vacation leave, non-funded special events (Medina Days/SeaFair/Shredder Day, etc.)+ summer emphasis patrols
001 000 000 521 20 12 01	Exemplary Pay	75,511	50,255	50,221	65,094	71,205	72,108	74,765	▲5.00%	
001 000 000 521 20 13 00	Holiday Pay	-	42,291	-	62,198	72,811	68,000	80,092	▲10.00%	Increase due to potential addition of Juneteenth
TOTAL SALARIES & WAGES		1,527,258	1,529,617	1,597,590	1,817,332	1,868,940	1,883,708	2,055,287	▲9.97%	
PERSONNEL BENEFITS										
001 000 000 521 20 21 00	Personnel Benefits	388,916	416,295	425,867	461,806	536,540	509,000	592,877	▲10.50%	Payroll taxes, Medical (8.7% increase 2026), Dental benefits,etc, Pension
001 000 000 521 20 21 10	Personnel Benefits-Retirees	22,844	23,408	24,368	24,704	27,826	23,000	29,495	▲6.00%	Retired Officers Medical plus Long Term Care (+4%) + 12 mon rolling reimb(+10%)
001 000 000 521 20 22 00	Uniforms	32,013	15,998	17,520	25,165	17,500	17,500	25,000	▲42.86%	Uniform replacement
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	-	6,981	1,960	5,519	4,000	4,000	4,500	▲12.50%	Two vest replacements
001 000 000 521 20 23 00	Tuition	3,017	4,954	2,744	1,257	6,000	6,400	15,750	▲162.50%	Two officers collecting on tuition reimbursement
TOTAL PERSONNEL BENEFITS		446,789	467,637	472,460	518,451	591,866	559,900	667,622	▲12.80%	
SUPPLIES										
001 000 000 521 20 31 00	Office Supplies	12,925	23,354	21,949	20,346	15,000	15,000	20,000	▲33.33%	
001 000 000 521 20 31 01	Off Equip, IT HW, SW <\$5K	18,041	8,523	13,853	2,262	6,000	500	6,000	▲0.00%	Upgrades, normal operating costs
001 000 000 521 20 31 40	Police Operating Supplies	5,937	16,519	24,078	18,961	20,000	6,000	20,000	▲0.00%	Evidence processing equip, radio batteries, etc.; NARCAN replacement
001 000 000 521 20 31 60	Ammol/Range (Targets, etc.)	10,903	5,624	3,679	7,191	11,000	8,000	10,000	▼9.09%	Per ofc. contract and for training/firearms qualifications - ammo costs
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	28,220	35,126	36,664	342,345	35,000	37,000	60,000	▲71.43%	Includes bridge tolls,fuel costs
001 000 000 521 20 35 20	Firearms (purchase & repair)	649	100	4,662	2,754	2,500	6,550	6,000	▲140.00%	
TOTAL SUPPLIES		76,675	89,247	104,885	393,859	89,500	73,050	122,000	▲36.31%	
OTHER SERVICES & CHARGES										
001 000 000 521 20 41 00	Professional Services	7,365	6,821	4,000	3,715	4,000	4,000	4,000	▲0.00%	
001 000 000 521 20 41 50	Recruitment-Background	4,836	14,951	2,500	10,803	5,000	4,300	5,000	▲0.00%	Public Safety Testing fees
001 000 000 521 20 42 00	Communications (Phone,Pagers)	15,453	16,007	15,000	18,159	18,000	16,500	15,000	▼16.67%	Cell phones and service, computer modems in patrol car, Internet service.
001 000 000 521 20 43 00	Travel & Training	1,897	3,148	10,000	18,582	18,000	25,000	25,000	▲38.89%	Ongoing training requirements, large mandatory CJTC training requirements increase, new officers
001 000 000 521 20 45 00	Equipment-Lease & Rentals	14,018	5,425	2,500	2,039	2,000	3,000	3,000	▲50.00%	Copy machine
001 000 000 521 20 48 00	Repairs & Maint-Equipment	12,043	9,649	28,000	1,425	12,000	4,500	12,000	▲0.00%	Maintain serviceable fire extinguishers, radar, property room software yearly maintenance fee of \$2500
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	14,368	5,886	8,500	11,770	10,000	12,200	10,000	▲0.00%	
001 000 000 521 20 49 30	Animal Control	500	-	-	-	-	1,000	5,000		New for 2026
001 000 000 521 20 49 40	Dues,Subscriptions,Memberships	6,289	5,649	5,000	5,210	7,000	6,000	7,000	▲0.00%	Professional Memberships
001 000 000 521 20 49 41	Lexipol Manuals	5,150	550	6,000	(2,827)	9,000	6,628	7,000	▼22.22%	Yearly maintenance agreement per contract to Lexipol. PowerDMS needed for WASPC Accreditation Requirements
001 000 000 521 20 49 60	Crime Prevention/Public Educ	6,506	4,776	5,500	253	7,500	6,000	7,500	▲0.00%	Shredder Day costs, victim resource & crime prevention brochures, school resource materials.
TOTAL OTHER SERVICES & CHARGES		88,424	72,862	87,000	69,129	92,500	89,128	100,500	▲8.65%	
INTERGOVERNMENTAL SERVICES										
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	65,533	81,566	65,533	92,773	85,808	92,011	\$101,383	▲18.15%	NORCOM - 2027 Estimate per Norcom
001 000 000 521 20 41 20	Dispatch-PSEARN	6,020	8,899	6,500	11,519	12,000	16,500	17,325	▲44.38%	Per contract - cost to maintain 800 Mhz police radio connectivity
001 000 000 521 20 41 40	Marine Patrol Services	88,000	95,568	90,000	101,553	108,000	113,400	119,070	▲10.25%	Anticipated cost with Mercer Island
001 000 000 521 20 41 41	Bellevue CARE program	5,739	9,805	28,000	8,375	8,000	10,500	9,000	▲12.50%	Increase due to 2026 trend
001 000 000 521 20 41 55	Jail Service-Prisoner Board	3,805	1,321	15,000	21,465	14,000	16,000	17,500	▲25.00%	King County Jail/SCORE/Kirkland Jail
001 000 000 521 20 41 60	Prisoner Transport	-	-	500	-	500	-	500	▲0.00%	Cost to shuttle prisoners from jail to court and back to jail
TOTAL INTERGOVERNMENTAL SERVICES		169,097	197,160	205,533	235,685	228,308	248,411	264,778	▲15.97%	
TOTAL POLICE DEPARTMENT		2,308,242	2,356,523	2,467,468	3,034,456	2,871,115	2,854,197	3,210,187	▲11.81%	

CENTRAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
CENTRAL SERVICES										FTE's: 3
	SALARIES & WAGES									
001 000 000 518 10 11 00	Salaries & Wages	294,274	301,992	315,096	317,519	337,380	221,000	303,930	▼9.91%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 3 employees--see salary model notes for details
001 000 000 518 10 11 11	Longevity	4,634	6,783	6747.84	9,044	9,209	10,250	10,640	▲15.53%	
001 000 000 518 10 11 14	Education	1,798	1,799	1800	1,800	1,800	1,800	1,800	▲0.00%	
001 000 000 518 10 11 16	ICMA 457 Plan	2,995	3,999	6725.52	7,125	12,000	3,250	12,000	▲0.00%	
001 000 000 518 10 11 17	Opt-Out of Medical	9,194	9,990	11545.31	8,277	-	8,200	-	▲0.00%	
001 000 000 518 10 12 00	Overtime				4,104		15,000	3,500		Assumes full participation
	TOTAL SALARIES & WAGES	312,894	324,563	341,915	347,869	360,389	259,500	331,870	▼7.91%	
	PERSONNEL BENEFITS									
001 000 000 518 10 21 00	Personnel Benefits	109,936	112,691	122,641	107,459	114,691	83,000	114,691	▲0.00%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
	TOTAL PERSONNEL BENEFITS				107,459	114,691	83,000	114,691	▲0.00%	
	Office and Operating Supplies									
001 000 000 518 10 31 00	Office and Operating Supplies	28,242	23,432	13,004	15,351	35,000	25,000	25,000	▼28.57%	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs
001 000 000 518 10 41 00	Professional Services	136,647	106,114	267,023	49,557	37,200	25,000	25,000	▼32.80%	Proshred - \$2,200, Municode Codification Updates - \$4,000, Debtbook - \$6,000, Civic Plus Website and Notification Platform Update -
001 000 000 518 10 42 00	Postage/Telephone	3,048	2,877	2,389	1,642	8,000	7,800	10,000	▲25.00%	Postage (City Hall printing/mailling services); fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	6,379	4,973	8,468	3,086	8,000	2,000	6,000	▼25.00%	Training for clerk, Deputy Clerk/Admin Asst, ISC
001 000 000 518 10 44 00	Advertising	11,912	13,362	9,810	8,248	7,500	9,000	7,500	▲0.00%	Development and Clerk related legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	26,450	19,778	20,940	24,774	28,000	36,000	30,000	▲7.14%	Calculated using current year YTD, annualized
001 000 000 518 10 48 00	Repairs & Maint-Equipment	-	233	662	430	750	250	750	▲0.00%	office equipment repairs - Printer Svcs-Budget
001 000 000 518 10 49 10	Miscellaneous	1,440	205	1,322	5,146	6,000	3,500	6,000	▲0.00%	City Council Meeting Food and Drink
001 000 000 518 10 49 20	Dues, Subscriptions	415	730	435	636	700	500	700	▲0.00%	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	13,422	10,011	7,354	8,878	18,000	15,000	55,000	▲205.56%	Community mailings placeholder, Strategic Communications Plan (Consultant) \$40,000
001 000 000 518 10 49 40	Photocopies	382	139	28	22	500	250	500	▲0.00%	Most expenditures reflect pass through costs related to public records
	TOTAL OTHER SERVICES & CHARGES	228,338	181,855	331,436	117,770	149,650	124,300	166,450	▲11.23%	
	BUILDING MAINTENANCE									
001 000 000 518 30 45 00	Facility Rental	7,983	9498.34	3643	5,884	4,800	6,000	6,000	▲25.00%	1 Public Storage Unit
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	82,767	94583.42	82687.49	77,019	60,000	60,000	60,000	▲0.00%	\$10k City Hall & PO cleaning Maint. \$5k Beach/Park Bathroom cleaning, \$10k HVAC Maint., Alarm/Fire Monitoring \$2,500, fire inspt, misc cleaning, bug service etc.
	TOTAL BUILDING MAINTENANCE	90,750	104,082	86,330	82,903	64,800	66,000	66,000	▲1.85%	
	IT HW, SW, Operating Supplies									
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	17,789	17,789	549	769	1,500	500	1,500	▲0.00%	Replacement mouse, keyboards, Data Center replacement battery, etc
	Technical Services, IT									
001 000 000 518 80 41 50	Technical Services, IT	222,407	304,475	195,152	171,025	170,000	150,000	160,000	▼5.88%	IT Managed Services (less 15.56% for TIG DS allocation) \$160,000 for Maint, monitoring, helpdesk, incident support;
	Software Services (Split from Technical Services)									
001 000 000 518 80 41 60	Software Services (Split from Technical Services)			121,012	154,195	150,000	160,000	175,000	▲16.67%	Email Social Media archive, GovDelivery (Granicus), Municode Website hosting and Agenda Management, Internet, DUO Access, Azure Storage, O365 Licenses, Phones/Meetings Software Subscription, NextRequest PRA Software, Blue Beam Electronic Plan Review, Laserfiche, Sophos, DocuSign., Communications Tools
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Maint.	4,202	11,442	4,914	7,662	15,000	8,000	12,000	▼20.00%	VEEAM,Cisco SmartNet, Avidev, Domain Name Renewal, Vision Application Suite, Cisco FirePower, Cisco Umbrella
	TOTAL INFORMATION TECHNOLOGY	244,398	333,706	321,626	333,650	336,500	318,500	348,500	▲3.57%	
	SUBTOTAL CENTRAL SERVICES	876,380	944,206	1,081,306	989,651	1,026,030	851,300	1,027,511	▲0.14%	
	CAPITAL EXPENDITURES									
001 000 000 594 14 64 00	City Hall - IT HW/SW >\$5K Capital Outlay				56,000	57,000	57,185	57,000	▲0.00%	HW: VxRail Server Replacement with Storage Array \$135,000 over three (3) years at \$45,000/year, Computer Replacement (6) \$12,000
	TOTAL CAPITAL EXPENDITURES				56,000	57,000	57,185	57,000	▲0.00%	
	TOTAL CENTRAL SERVICES				1,045,651	1,083,030	908,485	1,084,511	▲0.14%	

FINANCE AND HUMAN RESOURCES

		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER DESCRIPTION		Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Est.	Prelim. Budget		Notes:
FINANCE DEPARTMENT										FTE's: 1.7
001 000 000 514 20 11 00	SALARIES & WAGES Salaries & Wages	215,430	190,255	203,896	217,081	233,054	218,000	241,910	▲ 3.80%	CPI-W=3.8% COLA---see salary model notes
001 000 000 514 20 11 16	ICMA 457 Plan	9,179	10,495	9,250	8,750	9,000	9,000	9,000	▲ 0.00%	Assumes full participation
TOTAL SALARIES & WAGES		224,608	200,749	213,146	225,831	242,054	227,000	250,910	▲ 3.66%	
PERSONNEL BENEFITS										
001 000 000 514 20 21 00	Personnel Benefits	54,118	50,950	65,142	60,732	68,575	60,000	68,575	▲ 0.00%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 514 20 21 17	Opt-Out Of Medical	7,531	11,836	4,973	4,862	5,754	-	-	▼ 100.00%	
TOTAL PERSONNEL BENEFITS		61,650	62,786	70,115	65,594	74,329	60,000	68,575	▼ 7.74%	
OTHER SERVICES & CHARGES										
001 000 000 514 20 41 01	Professional Services	9,600	28,305	39,998	42,783	44,000	46,000	96,200	▲ 118.64%	Finance/Financial System Support + ADP Payroll and HR Platform, + ERP Project Implementation
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	24,500	7,238	36,096	-	25,000	20,000	25,000	▲ 0.00%	Hybrid model utilized, \$139 per hour but will save on travel expenses
001 000 000 514 20 43 00	Travel & Training	678	-	-	1,042	1,500	1,200	1,500	▲ 0.00%	Insurance related trainings, Finance related trainings
001 000 000 514 20 46 00	Insurance (AWC)	176,975	238,997	310,502	212,297	217,240	218,359	228,102	▲ 5.00%	Liability rate increase expected in October 2027, notice less 15.56% alloc to DS
001 000 000 514 20 49 00	Misc-Dues,Subscriptions	1,921	234	99	783	1,000	800	1,000	▲ 0.00%	(Dues, Memberships),
001 000 000 514 20 49 10	Miscellaneous	3,547	10,650	5,137	6,056	15,000	7,500	15,000	▲ 0.00%	Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I,
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	12,857	11,172	1,218	12,226	12,000	14,396	14,000	▲ 16.67%	Election year costs (every other year is higher), 2027 increase due to 2026 actuals
TOTAL OTHER SERVICES & CHARGES		230,080	296,595	393,050	275,187	315,740	308,255	380,802	▲ 20.61%	
TOTAL FINANCE DEPARTMENT		516,338	560,130	676,311	566,612	632,123	595,255	700,287	▲ 10.78%	

33% of expense due to insurance

PARKS

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
PARKS DEPARTMENT										FTE: 3 of 5 total allocated Public Works are split 60% Parks and 40% Streets
SALARIES & WAGES										
001 000 000 576 80 11 00	Salaries & Wages	296,866	298,072	294,815	325,681	331,718	333,000	346,645	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA 4 employees ---see salary model notes for details
001 000 000 576 80 11 11	Longevity	6,193	6,409	7,184	7,632	7,633	11,000	7,977	▲4.50%	
001 000 000 576 80 11 14	Education	3,236	3,194	3,240	3,105	3,240	3,240	3,240	▲0.00%	
001 000 000 576 80 11 16	ICMA 457 Plan	10,772	10,607	10,800	10,500	10,800	10,800	10,800	▲0.00%	Assumes full participation
001 000 000 576 80 11 17	Opt-Out of Medical	14,321	10,802	10,618	12,218	7,806	9,500	11,500	▲47.32%	
001 000 000 576 80 10 00	Salaries & Wages, SEASONAL WORKERS		10,779	23,264	14,414	22,089	17,500	22,089	▲0.00%	Seasonal Help
001 000 000 576 80 12 00	Overtime	9,360	12,355	10,327	15,233	17,054	15,000	17,395	▲2.00%	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
TOTAL SALARIES & WAGES		340,748	352,218	360,248	388,783	400,340	400,040	419,646	▲4.82%	
PERSONNEL BENEFITS										
001 000 000 576 80 21 00	Personnel Benefits	104,911	112,142	114,778	113,485	118,429	124,000	125,534	▲6.00%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
001 000 000 576 80 22 00	Uniforms	2,270	1,535	1,970	1,992	2,800	2,200	3,000	▲7.14%	
TOTAL PERSONNEL BENEFITS		107,181	113,677	116,748	115,477	121,229	126,200	128,534	▲6.03%	
SUPPLIES										
001 000 000 576 80 31 00	Operating Supplies	38,517	28,003	35,078	31,067	37,000	36,000	37,000	▲0.00%	Garbage bags, toilet paper, fertilizer, bark, topsoil, Mutt Mitts, bathroom supplies, Purell sanitizer, light bulbs, paint, mower blades, irrigation parts, tennis court nets, gloves, ear plugs, eye protection.
001 000 000 576 80 32 00	Vehicle Fuel & Lube	5,369	4,108	4,747	4,721	5,000	7,500	5,000	▲0.00%	Public Works equipment & vehicles
TOTAL SUPPLIES		43,886	32,111	39,825	35,788	42,000	43,500	42,000	▲0.00%	
OTHER SERVICES & CHARGES										
001 000 000 576 80 41 00	Professional Services	10,891	5,374	10,522	15,617	20,000	5,000	18,000	▼10.00%	Arborist, irrigation repairs, engineering, Back-flow device testing, hazardous material disposal, fertilizing and spraying
001 000 000 576 80 41 04	Professional Services-Misc	7,471	7,610	9,951	10,980	4,000	11,200	6,000	▲50.00%	Debris Disposal Dumpster
001 000 000 576 80 42 00	Telephone/Postage	6,346	9,483	5,483	8,846	8,000	6,600	8,000	▲0.00%	Mobile phones, alarm/fire monitoring line, internet
001 000 000 576 80 43 00	Travel & Training	2,576	423	320	1,023	4,000	750	4,000	▲0.00%	Pesticide training, flagger training, certifications, licenses, conferences, qtrly safety meetings
001 000 000 576 80 47 00	Utilities	29,782	41,098	40,648	48,847	28,000	34,000	32,000	▲14.29%	Utilities for public works shop and park restrooms, irrigation water, pond power
001 000 000 576 80 48 00	Repair & Maint Equipment	7,055	8,585	4,914	13,939	12,500	1,500	12,500	▲0.00%	Backhoe, Mowers, non-road vehicles
001 000 000 576 80 49 00	Miscellaneous, annual lease	1,000	-	500	-	600	600	600	▲0.00%	Yearly lease for Shop Yard
001 000 000 576 80 49 01	Misc-Property Tax	339	283	276	348	450	391	450	▲0.00%	KC Real Estate Tax
TOTAL OTHER SERVICES & CHARGES		65,459	72,856	72,613	99,600	77,550	60,041	81,550	▲5.16%	
TOTAL PARKS DEPARTMENT		557,274	570,862	589,434	639,648	641,119	629,781	671,731	▲4.77%	

FUND TRANSFERS OUT

		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER	DESCRIPTION	Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Actuals	Prelim. Budget		
										Notes:
OPERATING TRANSFERS										Transfer to offset projected deficit
From General Fund to:										
001 000 000 597 00 30 00	Levy Stabilization Fund	\$ 500,000	1,000,000	\$ 400,000	\$ 285,000	\$ -	\$ -	\$ -		
001 000 000 597 00 00 03	Street Fund	\$ 405,628	478,000	\$ 460,000	\$ 440,000	\$ 455,000	\$ 455,000	\$ 470,000	▲3.30%	
001 000 000 597 00 30 04	Development Service Fund	\$ 1,010,835				\$ 100,000	\$ 100,000	\$ 75,000	▼25.00%	
TOTAL TRANSFERS FROM GENERAL FUND		1,916,463	1,478,000	1,860,000	725,000	555,000	555,000	545,000	▼1.80%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
From Capital Projects Fund to:										
307 000 000 597 00 00 30	Street Fund	-	75,000	75,000	100,000	100,000	100,000	100,000	▲0.00%	
TOTAL TRANSFERS FROM CAPITAL FUND		-	75,000	75,000	100,000	100,000	100,000	100,000		
TOTAL OPERATING TRANSFERS		1,916,463	1,553,000	1,935,000	825,000	655,000	655,000	645,000	▼1.53%	

Equipment Replacement Fund

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Est.	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
001 000 000 594 18 64 00	CITY HALL CAPITAL OVERLAY City Hall Capital 5K>	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	Axon body cameras, Tasers, Two PD Vehicles (Purchased) Mandated mobile platform requirements Vehicle leasing costs - 4 vehicles (this is included in line above) Park Benches & Tables, Flags, Tennis Court Accessories (Replacement Gass Ride on Mower, Electric is \$70K) Replacement Ford Ranger - \$46K Asset Essentials Licensing \$5k, Electronic Street Notifications Sign
	TOTAL CITY HALL CAPITAL OUTLAY	66,948	126,689	49,216	46,615	46,295	51,774	-	▼100.00%	
001 000 000 594 21 64 10	POLICE DEPARTMENT CAPITAL OUTLAY Surveillance Cameras and Body Cameras		58,715	66,000	66,971	66,500	66,500	301,500	▲353.38%	
001 000 000 594 21 64 10	Police HW/SW, Equip >\$5K Capital		2,809	10,455	3,000	4,500	4,500	4,500	▲0.00%	
001 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	62,292	62,641	113,689	85,392	93,600	116,680	29,741	▼68.23%	
001 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost	16,741	22,412	18,989	24,904	27,600	25,000	12,319	▼55.37%	
	TOTAL PD CAPITAL OUTLAY	215,908	146,576	209,133	180,267	192,200	212,680	348,060	▲81.09%	
001 000 000 594 76 30 00	PARKS DEPARTMENT CAPITAL OUTLAY Park Improvements		(3,100)	70	8,238					
001 000 000 594 76 00 00	Furniture and Equipment: Replacement	-		-	-	9,000	6,000	9,000	▲0.00%	
001 000 000 594 76 64 00	Parks Capital Outlay >\$5K	10,099	78,150	608	11,600	180,000	186,116	80,899	▼55.06%	
	TOTAL PARKS CAPITAL OUTLAY	10,099	75,050	608	11,600	189,000	192,116	89,899	▼52.43%	
101 000 000 594 42 64 00	STREET FUND CAPITAL OUTLAY >\$5,000 Equipment, HW & SW	8,529	65,336	38,928	5,000	5,000	53,845	19,150	▲283.00%	
	TOTAL CITY STREET FUND	8,529	65,336	38,928	5,000	5,000	53,845	19,150		
	TOTAL EQUIPMENT REPLACEMENT	301,485	413,652	297,885	243,482	432,495	510,415	457,109	▲5.69%	

STREET FUND

ACCOUNT NUMBER	DESCRIPTION	2022 Year End Actuals	2023 Year End Actuals	2024 Year End Actuals	2025 Year End Actuals	2026 Adopted Budget	2026 Year End Est.	2027 Prelim. Budget		Notes:
	CITY STREET FUND									FTE: 2 of 5 total allocated Public Works are split 60% Parks and 40% Streets
	SALARIES & WAGES									
101 000 000 542 30 11 00	Salaries & Wages	200,731	262,004	266,893	216,856	221,146	221,000	231,097	▲4.50%	CPI-W=3.8% COLA 1 non-rep employee; 3.8% CBA est COLA employees---see salary model notes for remaining staff
101 000 000 542 30 11 11	Longevity	4,129	4,423	5,488	5,088	5,089	8,000	5,343	▲5.00%	
101 000 000 542 30 11 14	Education	2,157	2,754	3,458	1,990	2,200	2,200	2,200	▲0.00%	
101 000 000 542 30 11 16	ICMA 457 Plan	7,181	12,154	8,550	7,000	7,200	7,200	7,200	▲0.00%	Assumes full participation
101 000 000 542 30 11 17	Opt-Out of Medical	9,547	7,436	7,079	8,145	5,212	7,500	8,000	▲53.49%	
101 000 000 542 30 10 00	Salaries & Wages (Seasonal Workers)			5,924	9,609	13,800	9,000	13,800	▲0.00%	Seasonal Help
101 000 000 542 30 12 00	Overtime	6,239	8,496	6,885	10,156	12,000	11,000	13,000	▲8.33%	Special Events:Medina Days, Seafair, Parkboard, Snow plowing
	TOTAL SALARIES & WAGES	215,908	297,268	304,277	258,844	266,646	265,900	280,640	▲5.25%	
	PERSONNEL BENEFITS									
101 000 000 542 30 21 00	Personnel Benefits	70,628	91,141	90,630	73,427	78,952	76,000	83,690	▲6.00%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
101 000 000 542 30 22 00	Uniforms	1,202	2,445	2,423	3,162	3,000	2,200	3,000	▲0.00%	
	TOTAL PERSONNEL BENEFITS	71,204	93,586	93,053	76,589	81,952	78,200	86,690	▲5.78%	
	ROAD & STREET MAINTENANCE									
101 000 000 542 30 31 00	Operating & Maintenance Supplies	5,652	4,406	4,951	5,467	7,000	6,500	9,000	▲28.57%	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings, sweeper brushes REET1 eligible
101 000 000 542 30 35 00	Small Tools/Minor Equipment	3,384	4,951	7,186	7,574	8,000	7,500	8,000	▲0.00%	Power tools, mower parts, Pole Saw, Weedeater
101 000 000 542 30 41 00	Professional Services	71,130	41,060	52,009	67,333	60,000	85,000	75,000	▲25.00%	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), REET1 eligible
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	20,971	8,389	7,038	13,646	60,000	22,000	50,000	▼16.67%	Environmental Requirements for Stormwater - Grant \$50k
101 000 000 542 30 41 10	Road & Street Maintenance	10,801	412	6,918	-	11,000	33,000	15,000	▲36.36%	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
101 000 000 542 30 45 00	Machine Rental	-	2,277	2,000	3,499	4,000	5,000	10,000	▲150.00%	ditch witch, compactor, compressor, manlift, boom mower for roadside
101 000 000 542 30 47 00	Utility Services	888	645	903	615	1,000	900	1,000	▲0.00%	Utility locates
101 000 000 542 30 48 00	Equipment Maintenance	350	9,569	8,611	11,136	7,000	6,500	8,000	▲14.29%	PW vehicle and power equip repairs
101 000 000 542 40 41 00	Storm Drain Maintenance	13,548	23,777	19,924	-	15,000	15,000	15,000	▲0.00%	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
101 000 000 542 63 41 00	Street Light Utilities	25,195	22,958	22,763	19,246	22,500	19,000	22,500	▲0.00%	PSE street light Power, REET1 eligible
101 000 000 542 64 41 00	Traffic Control Devices	13,602	11,558	3,249	12,467	10,000	3,500	10,000	▲0.00%	Posts, reflective signs(Fed Req), barricades, cones
101 000 000 542 66 41 00	Snow & Ice Removal	115	-	-	-	2,000	1,500	2,000	▲0.00%	Sand, ice melt
101 000 000 542 67 41 00	Street Cleaning	2,223	22,466	22,677	69,620	78,000	65,000	78,000	▲0.00%	Street sweeping
101 000 000 542 70 40 00	Street Irrigation Utilities	16,620	28,932	17,092	12,429	18,000	10,000	15,000	▼16.67%	
	TOTAL ROAD & ST MAINTENANCE	228,000	181,401	175,322	223,032	303,500	280,400	318,500	▲4.94%	
	TOTAL CITY STREET FUND	515,112	572,255	572,651	558,465	652,099	624,500	685,830	▲5.17%	

2026 Capital Fund Adopted Project List

Account Code	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals	2026 Budget	2026 Actuals Est.	2027 Budget	2027 Budget Breakdown	2027 PROPOSED PROJECT LIST
CAPITAL STREETS:									STREETS:
307 000 000 595 30 63 01	\$ 595,770.00	\$ 134,584.00	\$ 364,415.00	\$ 170,198.00	\$ 260,000.00	\$ 260,000.00	\$ 180,000.00	\$ 70,000.00	81st Ave Overlay
								\$ 110,000.00	Lake WA Blvd Overlay
CAPITAL SIDEWALK:									SIDEWALK:
307 000 000 595 30 63 10	\$ 9,806.00	\$ 206,870.00	\$ 1,382,599.00	\$ 54,400.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	Pedestrian Improvements - Draft Construction Plans
CAPITAL PARKS:									PARKS:
307 000 000 594 76 63 20	\$ 117,292.00	\$ 34,211.00	\$ 57,768.00	\$ 93,977.00	\$ 420,000.00	\$ 85,000.00	\$ 70,000.00	\$ 50,000.00	Hardscaping and Landscaping Improvements
								\$ 20,000.00	Invasive Species Removal and Planting Plan
CAPITAL STORMWATER:									STORMWATER:
307.000 000 595 30 63 02	\$ 498,134.00	\$ 291,068.00	\$ 417,144.00	\$ 193,895.00	\$ 200,000.00	\$ 200,000.00	\$ 1,070,000.00	\$ 470,000.00	NE 28th Water Quality Filter and Outfall Vault/Biofiltration
								\$ 600,000.00	Medina Park North Pond Stormwater Improvements
CAPITAL BUILDING:									BUILDING IMPROVEMENTS:
307 000 000 594 18 60 00	\$ 15,393.00	\$ 42,559.00	\$ 286,874.00	\$ 149,758.00	\$ 40,000.00	\$ 120,000.00	\$ 50,000.00	\$ 20,000.00	Lobby and Workspace Planning and Design
								\$ 30,000.00	PW Fuel Station
TRANSFERS:									OTHER:
307 000 000 597 00 30 00		\$ 75,000.00	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	Transfer to Street Fund for Road Maintenance
TOTALS	\$ 1,236,395.00	\$ 784,292.00	\$ 2,583,800.00	\$ 762,228.00	\$ 1,220,000.00	\$ 1,068,634.00	\$ 1,670,000.00	\$ 1,670,000.00	
TREE FUND:									OTHER:
103 000 000 558 60 49 10	\$ 13,696.00	\$ 25,431.00	\$ 25,853.00	\$ 3,946.00	\$ 30,000.00	\$ 16,678.00	\$ 30,000.00	\$ 30,000.00	Tree Planting and Hazardous Tree Removal

DEVELOPMENT SERVICES FUND

Paid For By Permitting Fees										
		2022	2023	2024	2025	2026	2026	2027		
ACCOUNT NUMBER	DESCRIPTION	Year End Actuals	Year End Actuals	Year End Actuals	Year End Actuals	Adopted Budget	Year End Est.	Prelim. Budget		
										Notes:
DEVELOPMENT SERVICES DEPT										FTE's: 3.5 Rob Salary and Benefits will be allocated 50/50 to DS and General Fund (Planning) Long Range Planning and Code Enforcement Has been pulled back to the General Fund to isolate development and permitting within this fund
401 000 000 558 60 11 00	SALARIES & WAGES Salaries & Wages	\$ 438,929.96	\$ 390,877.52	\$ 416,016.78	\$ 412,911.00	\$ 342,168.00	\$ 342,168.00	\$ 246,184.38	▼28.05%	CPI-W=2.7% COLA 3 non-rep employees; 2.7% CBA est COLA 1 employees-----see salary model notes for step increase info
401 000 000 558 60 12 00	Overtime	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -			Staff now conduct after-hours CAP open houses. Staff has the option of overtime or comp time.
401 000 000 558 60 11 11	Longevity			\$ 699.25	\$ 448.00					
401 000 000 558 60 11 14	Education	\$ 3,599.11	\$ 3,049.83	\$ 3,002.33	\$ 2,773.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	▲0.00%	
401 000 000 558 60 11 16	ICMA 457 Plan	\$ 16,569.33	\$ 18,714.88	\$ 16,500.00	\$ 15,875.00	\$ 12,000.00	\$ 15,000.00	\$ 9,000.00	▼25.00%	Assumes full participation
401 000 000 558 60 11 17	Opt-Out of Medical	\$ 5,066.40	\$ 5,073.96	\$ 12,172.42	\$ 8,094.00	\$ 5,408.00	\$ 12,000.00	\$ 12,000.00	▲121.89%	
TOTAL SALARIES & WAGES		\$ 467,164.80	\$ 420,716.19	\$ 451,390.78	\$ 440,101.00	\$ 364,976.00	\$ 371,568.00	\$ 269,584.38	▼26.14%	
PERSONNEL BENEFITS										
401 000 000 558 60 21 00	Personnel Benefits	\$ 147,270.25	\$ 130,549.62	\$ 129,538.76	\$ 121,623.00	\$ 103,950.00	\$ 108,000.00	\$ 96,910.00	▼6.77%	Medical, Vision, Retirement, Empl Security and L&I, Payroll Taxes
401 000 000 558 60 23 00	Tuition Reimbursement									
TOTAL PERSONNEL BENEFITS		\$ 147,270.25	\$ 130,549.62	\$ 129,538.76	\$ 121,623.00	\$ 103,950.00	\$ 108,000.00	\$ 96,910.00	▼6.77%	
SUPPLIES										
401 000 000 558 50 31 00	Operating Supplies	\$ 741.36	\$ 209.64	\$ 987.83	\$ 136.00	\$ 1,500.00	\$ 600.00	\$ 1,000.00	▼33.33%	Development site signs, business cards, etc.
401 000 000 558 50 32 00	Vehicle Expenses - Gas, Oil, Maint.	\$ 3,633.90	\$ 2,625.31	\$ 685.22	\$ 1,233.00	\$ 1,000.00	\$ 600.00	\$ 1,000.00	▲0.00%	New vehicle basic maintenance
TOTAL SUPPLIES		\$ 4,375.26	\$ 2,834.95	\$ 1,673.05	\$ 1,369.00	\$ 2,500.00	\$ 1,200.00	\$ 2,000.00	▼20.00%	
OTHER SERVICES & CHARGES										
401 000 000 558 50 03 00	Insurance (WCIA)	\$ 32,611.74	\$ 44,040.71	\$ 57,217.08	\$ 38,865.00	\$ 58,933.59	\$ 39,955.00	\$ 41,952.75	▼28.81%	AWC Liability insurance. 15.56% alloc to DS
401 000 000 558 50 04 00	City Attorney, Dev. Serv.	\$ 4,927.50	\$ -	\$ 8,229.43	\$ 5,214.00		\$ 20,000.00	\$ 35,000.00		Estimate based upon 2026 Development activity.
401 000 000 558 50 05 00	Technical Services, Software Services	\$ 23,483.28	\$ 27,319.92	\$ 25,941.38	\$ 28,575.00	\$ 27,238.45	\$ 22,000.00	\$ 25,000.00	▼8.22%	IT - DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
401 000 000 558 60 41 00	Professional Services	\$ 50,910.00	\$ 96,720.00	\$ 74,497.25	\$ 65,205.00	\$ 35,000.00	\$ 10,000.00	\$ 30,000.00	▼14.29%	Building permit architectural and structural engineering review.
401 000 000 558 60 41 01	Planning Consultant	\$ 122,513.60	\$ 152,372.21	\$ 169,869.50	\$ 221,155.00	\$ 175,000.00	\$ 165,000.00	\$ 175,000.00	▲0.00%	Current planning.
401 000 000 558 60 41 02	Hearing Examiner	\$ 16,020.00	\$ 16,273.50	\$ 10,080.75	\$ 25,131.00	\$ 20,000.00	\$ 10,000.00	\$ 25,000.00	▲25.00%	Cost recovery through fee and deposit. Anticipated 2027 estimated increase due to new development impacts process.
401 000 000 558 50 41 06	Building Inspector Contract	\$ -	\$ 4,650.00	\$ 700.00	\$ 965.00	\$ 2,500.00	\$ 4,400.00	\$ 2,500.00	▲0.00%	Consultant inspections support for the Building Official. Vacations, medical leave, and similar.
401 000 000 558 60 42 00	Communications	\$ 2,570.98	\$ 1,182.42	\$ 4,595.48	\$ 2,800.00	\$ 5,000.00	\$ 2,500.00	\$ 4,000.00	▼20.00%	Estimate based upon prior years activities.
401 000 000 558 60 43 00	Travel & Training	\$ 2,112.28	\$ 1,844.96	\$ 5,849.93	\$ 1,861.00	\$ 5,000.00	\$ 1,500.00	\$ 4,000.00	▼20.00%	Staff training. Required for certifications and administrative improvements.
401 000 000 558 60 49 00	Dues, Subscriptions, Memberships	\$ 3,018.95	\$ 956.53	\$ 2,199.79	\$ 1,861.00	\$ 3,600.00	\$ 3,000.00	\$ 3,600.00	▲0.00%	Various DS related trainings
401 000 000 558 60 49 10	Miscellaneous	\$ 21,059.84	\$ 28,974.00	\$ 24,284.06	\$ 22,997.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00	▲0.00%	Bank fees for permits paid by credit card which are reimbursed with customer fees, postal expenses for code enforcement, etc.
401 000 000 558 50 41 08	Sound Testing Consultant	\$ 21,371.66	\$ 13,377.82	\$ 10,080.00	\$ 2,310.00	\$ 1,500.00	\$ 3,200.00	\$ 3,500.00	▲133.33%	A new consulting contract in 2027 could change the estimate. Cost recovery uses fees only for certain sound tests (no advanced deposit).
401 000 000 558 50 41 55	Shoreline Consultant	\$ 34,000.00	\$ 12,682.50	\$ 56,765.70	\$ 30,431.00	\$ 32,000.00	\$ 60,000.00	\$ 45,000.00	▲40.63%	Shorelines and critical areas specialist. A new consulting contract in 2027 could change the estimate.
TOTAL OTHER SERVICES & CHARGES		\$ 334,599.83	\$ 400,394.57	\$ 450,310.35	\$ 447,370.00	\$ 389,772.04	\$ 365,555.00	\$ 418,552.75	▲7.38%	
CAPITAL OUTLAY										
401 000 000 594 60 64 00	DS- IT HW/SW >\$5K Capital Outlay	\$ 20,910.71	\$ 30,000.00		\$ 28,000.00	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	▲0.00%	Brightly (E-permitting, public portal); BlueBeam (License, Maintenance).
TOTAL CAPITAL OUTLAY		\$ 20,910.71	\$ 30,450.00	\$ 39,746.00	\$ 26,970.00	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	▲0.00%	
TOTAL DEVELOPMENT SERVICES		974,321	984,945	1,072,659	1,037,433	891,198	874,323	817,047	▼8.32%	
Paid For By Advanced Deposits										-
Expenses		2022	2023	2024	2025	2026	2026	2027		
DESCRIPTION		Year End Actuals	Year End Actuals	Year End Actuals	Year End Actual	Budget	Year End Est.	Preliminary Budget		Notes:
401 000 000 558 50 41 07	Engineering Consultant	\$ 79,892.39	\$ 60,577.76	\$ 72,016.39	\$ 121,013.00	\$ 85,000.00	\$ 86,000.00	\$ 85,000.00	▲0.00%	Grading & drainage Svcs similar to 2026 82% of 2026 of service costs have been recovered through Adv. Dep.
401 000 000 558 50 41 50	Arborist	\$ 102,983.19	\$ 65,082.50	\$ 37,946.25	\$ 54,801.00	\$ 50,000.00	\$ 37,500.00	\$ 50,000.00	▲0.00%	Arborist. Approx. 50% of the 2026 invoiced service costs, recovered through Adv. Deposit.
401 000 000 582 10 00 02	Refund of DS Adv Deposits	\$ 23,459.15	\$ 162,633.00	\$ 61,509.00	\$ 37,243.00	\$ 40,000.00	\$ 25,000.00	\$ 50,000.00	▲25.00%	Money returned to Payer upon completion of project
	Total Consulting Expenses:	\$ 206,334.73	\$ 288,293.26	\$ 171,471.64	\$ 213,057.00	\$ 175,000.00	\$ 148,500.00	\$ 185,000.00	▲5.71%	