



MEDINA CITY COUNCIL

Monday, November 10, 2025

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

AGENDA

VISION STATEMENT

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

MISSION STATEMENT

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



MEDINA, WASHINGTON
MEDINA CITY COUNCIL
SPECIAL AND REGULAR MEETING

Hybrid - Virtual/In-Person
Medina City Hall – Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Monday, November 10, 2025 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

COUNCIL MEMBERS | Joseph Brazen, Harini Gokul, Mac Johnston, Michael Luis, Heija Nunn

CITY MANAGER | Jeff Swanson

CITY ATTORNEY | Jennifer S. Robertson

ACTING CITY CLERK | Dawn Nations

Hybrid Meeting Participation

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

Join Zoom Meeting

<https://medina-wa.zoom.us/j/82744321998?pwd=oNyGHuaSlKurNS5fXbsbi5pOHT3RYH.1>

Meeting ID: 827 4432 1998

Passcode: 311113

One tap mobile

+12532158782 US (Tacoma)

Study Session Information

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**.

1. STUDY SESSION

1.1 2026 Legislative Priorities

Time Estimate: 50 minutes

The Regular meeting will start at 6:00 PM.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Brazen, Gokul, Luis, Johnston, Nunn, Reeves, Rossman

3. APPROVAL OF MEETING AGENDA

4. PUBLIC COMMENT PERIOD

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6410 or email dnations@medina-wa.gov and leave a message **before 2PM** on the day of the Council meeting. Please reference Public Comments for the Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

5. PRESENTATIONS

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

Time Estimate: 10 minutes

6. CITY MANAGER'S REPORT

Time Estimate: 30 minutes

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

6.1a City Manager Monthly Report

6.1b Police Monthly Report

6.1c Development Services Monthly Report

6.1d Finance Monthly Report

6.1e Central Services Monthly Report

[6.1f](#) Public Works Monthly Report

7. **CONSENT AGENDA**

Time Estimate: 5 minutes

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

[7.1](#) October 2025, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

[7.2](#) Draft City Council Meeting Minutes of:

- a) September 22, 2025;
- b) October 13, 2025; and
- c) October 27, 2025.

Recommendation: Adopt minutes.

Staff Contact: Dawn Nations, Acting City Clerk

[7.3](#) Development Services Committee

- a) Adopt Resolution No. 454.
- b) Notice of DSC Committee Appointments

Recommendation: Adopt Resolution No. 454 and approve appointments.

Staff Contact(s): Jennifer S. Robertson, City Attorney, Steve Wilcox, Development Services Director, Jessica Rossman, Mayor

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

[9.1](#) 2026 Proposed Budget and Salary Schedule

Recommendation: Discussion and direction.

Staff Contact: Ryan Wagner, Finance/HR Director

Time Estimate: 30 minutes

[9.2](#) 2026 Property Tax Levy Resolution

Recommendation: Adopt Resolution No. 453.

Staff Contact: Ryan Wagner, Finance Director

Time Estimate: 15 minutes

10. **CITY BUSINESS**

None.

11. REQUESTS FOR FUTURE AGENDA ITEMS

a) Requests for future agenda items.

12. PUBLIC COMMENT

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

13. EXECUTIVE SESSION

RCW 42.30.110 (1)(i)

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

14. ADJOURNMENT

Next special City Council Meeting: November 19, 2025, 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

Tuesday, November 11, 2025 - Veterans Day - City Hall Closed

Wednesday, November 19, 2025 - Special City Council Meeting (5:00PM)

Thursday, November 27, 2025 - Thanksgiving Holiday - City Hall Closed

Friday, November 28, 2025 - Day After Thanksgiving Holiday - City Hall Closed

Monday, December 8, 2025 - City Council Meeting (5:00PM)

Thursday, December 11, 2025 - Team Appreciation Luncheon (12:00PM)

Monday, December 22, 2025 - City Council Meeting **Canceled**

Monday, December 22, 2025 - Christmas Ships Event (5:30PM)

Thursday, December 25, 2025 - Christmas Day - City Hall Closed

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, November 10, 2025, Regular Meeting of the Medina City Council was posted and available for review on Friday, November 7, 2025, 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.

2026 City Legislative Priorities

AGENDA ITEM 1.1

Cities and towns are home to 66% of Washington's residents, drive the state's economy, and provide the most accessible form of government. The success of our cities and towns depends on adequate resources and community-based decision-making to best meet the unique needs of our communities.

Washington's 281 cities and towns ask the Legislature to partner with us and act on the following priorities:



Indigent defense

Increase state support and funding for indigent defense services to meet existing needs as well as the new lower caseload mandates ordered by the Washington Supreme Court. Enhance state support for increasing the indigent defense workforce with incentives and programs to encourage more public defenders.



Transportation

Increase sustainable revenue that supports local transportation preservation, maintenance, and operations and includes direct distributions to cities and towns. Continue to support efforts to improve traffic safety. Explore revenue tools such as a highway usage fee, a retail delivery fee, expanded transportation benefit district (TBD) authority, or a "sidewalk utility."



Housing supply

Provide time to implement recent state housing legislation. Increase housing investments to meet needs across the housing continuum, including construction and preservation of affordable housing, home ownership, and senior housing. Support tools to better coordinate urban growth area (UGA) development and funding options such as a local option real estate excise tax, short-term rental tax, and expanded use of lodging taxes for housing.



Shared revenues

Continue the historical revenue-sharing partnership between the state and its cities and towns, which provides stability and continuity for local budgets. Preservation of these resources, such as liquor revenues and criminal justice assistance funds, are indispensable to local fiscal sustainability and predictability.



Contact: **Candice Bock**
Government Relations Director
candiceb@awcnet.org

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2026 AWC legislative agenda

The following items are the official 2026 City Legislative Priorities as adopted by the AWC Board.

2026 City Legislative Priorities

Enhance indigent defense: Increase state support and funding for indigent defense. Enhance state support for increasing indigent defense workforce.

Increase sustainability for local transportation preservation, maintenance, and operations needs:

Advocate for sustainable revenue that supports local preservation, maintenance, and operations and includes direct distributions to cities and towns. Continue to work to improve traffic safety and explore revenue tools like a highway usage fee, a retail delivery fee, and expanded Transportation Benefit District (TBD) authority, as well as other funding options such as a “sidewalk utility.”

Preserve state shared revenues: Preserve existing state shared revenues for cities and towns.

Improve housing supply: To help cities meet their goals for more housing affordability, cities need the state to provide the time to implement recent state housing legislation and, critically, provide new tools to increase housing investments. Cities need new investments and funding tools to meet the needs for affordable housing in cities large and small across the housing continuum, including construction and preservation of affordable housing, home ownership and senior housing, and support for tools such as updating UGA development, local option real estate excise tax and short-term rental taxes, and expanding use of lodging taxes for housing.

Issues that are significant to cities

- **Increase revenue flexibility:** Find opportunities to enhance existing revenue tools to make them more flexible and easier to implement including moving to more councilmanic options. Ensure a mix of local revenue options that are broad enough to meet unique community needs. Consider modifying the voter approved levy lid lift options to expand the maximum time that apply to the levy lid lifts. Continue to support revising the property tax cap.
- **Public safety funding:** Review new funding tools created in HB 2015 to ensure that they are effective and accessible for communities of all sizes. Continue to explore additional funding tools to support public safety.
- **Support programs to reduce homelessness:** Focus resources on programs that will help individuals access emergency shelter as well as permanent and supportive housing options. Focus on programs to reduce youth homelessness. Continue to support existing state funding for state right of way programs.
- **Enhanced emergency management support:** Support additional resources and technical assistance for emergency preparedness, disaster response, and long-term recovery
- **Behavioral health treatment capacity:** Support increased investments in community behavioral health treatment funding – both capital start-up and operational expenses; support expansion of continuum of treatment capacity, from crisis stabilization to inpatient to outpatient; support continued expansion of forensic behavioral health treatment capacity; Support substance abuse treatment and behavioral health crisis centers; provide more support for diversion programs and alternative response programs.
- **Increase technical assistance and community engagement in land use:** Focus state involvement on providing more technical assistance and preserving the importance of community engagement and

incentives. Avoid agency overreach that prioritizes state enforcement, redundancy, and substituting community engagement for bureaucratic process.

- Reduce costs and improve consistency in land use decisions: Reduce costs and improve consistency in land use by minimizing new mandates and providing more funding for implementing any state-mandated changes to land use and planning and permitting requirements. Allow for more time for implementation of recent changes.
- Updating UGA development: Ensure better coordination of development standards in unincorporated UGAs and cities to facilitate future annexations. Require county to apply city development standards in unincorporated UGA to facilitate future annexations. Explore opportunities to make it easier to make changes to UGA boundaries to support growth and housing targets.
- Nutrient General Permit for wastewater treatment: Ensure that any state efforts around developing the nutrient general permit are balanced between the benefits and the costs to local government and rate payers of wastewater systems. Update Marine Dissolved Oxygen science including update Marine DO Criteria last set in 1967.
- Infrastructure funding: Provide direct and meaningful state investment in local infrastructure for operations and maintenance of aging systems, including keeping up with state regulatory requirements. Preserve reliable revenue streams for the Public Works Assistance Account and fully fund the account.
- PFAS: Seek local liability protection for PFAS contamination and treatment. Seek additional investments and technical support for cities and towns responding to PFAS detection and contamination.
- Fish barrier removal (Culverts): Include local barrier correction in state investments and fully fund the Brian Abbott Fish Barrier Board list. Oppose diversion of existing local infrastructure funding to state culvert replacement.
- Support capital facilities planning: Provide more technical assistance and resources for capital facilities planning and assessing funding needs.
- Public records and public safety tools: Support efforts to limit release of data and images collected by automated license plate readers and other public safety camera systems to protect privacy and preserve this cost-effective public safety tool.
- Preserve public employer management rights: Protect against efforts to reduce management rights in collective bargaining, particularly efforts to impede a city's right to make decisions about expenditures, programs and new technology.
- Reduce inefficient and costly requirements: Find opportunities to reduce inefficient, costly, and outdated requirements and reports.

Issues that cities support

- Tax code structural changes: Support efforts to review and revise both state and local tax structures such that they rely less on regressive revenue options and recognize the unique aspects of different communities (i.e. border communities). Changes to the state tax structure should not negatively impact cities' revenue authority and should allow cities revenue flexibility to address their community's needs.
- Alternative Response programs: Support continued and expanded operational grant funding, as well as dedicated ongoing operational funding for co-response, municipal therapeutic courts, community courts, and diversion programs.
- Crime reduction: Support additional prosecutorial and law enforcement resources to address retail theft. Support efforts to prevent and address juvenile crime, including expansion of juvenile behavioral health treatment capacity. Support efforts to reduce gun violence.
- Support encampment mitigation: Advocate for resources similar to those used in state right of way to mitigate unsanctioned encampments located on city-owned and private properties.
- Streamlining state permitting/regulatory requirements: Explore changes to state permitting/regulatory requirements that are impacting housing development.
- Expand tax incentive for redeveloping surface parking lots: Expand existing tax incentive for redeveloping parking lots for affordable housing so that it is available to cities and towns of all sizes.

- Preserve mobile home parks: Advocate for more funding to support preservation and development of mobile home parks.
- Disincentivize investor residential purchases: Explore options to disincentivize investor purchases that result in out-of-state ownership and increased costs.
- Incentivize condominium development: Support efforts to expand development of condominiums as more affordable home-ownership options.
- Publicly owned land available for housing: Look for opportunities to reuse state owned land for housing. Explore expanding use of eminent domain for housing development.
- Alternative affordable housing options: Provide cities with more flexibility to regulate health and safety around temporary housing uses like RVs.
- SEPA and state permitting: Work on policy changes that provide clarity and certainty within SEPA, Shorelines and state permits without lessening any environmental protection measures.
- Balanced state regulatory requirements: Ensure state regulatory requirements are balanced and take into account the cost impacts on local governments and tax and ratepayers.
- State highways in cities & towns: Increase maintenance funding of state highways in cities and towns and avoid shifting these costs to local jurisdictions.
- Reduce city liability exposure: Seek opportunities to reduce liability exposure and reduce costs of litigation and insurance.
- Public Records: Continue to pursue changes to reduce the impacts of vexatious litigation.
- Public notice requirements: Provide more flexibility for public notice requirements given the cost of publication and limited reach. Allow cities to rely on more modern forms of communication.
- Update local government ethics code: Update local government ethics code to make it more consistent with state officials' ethics requirements.
- Audits and accountability: Provide more support for technical assistance and training around misuse of public funds. Explore options to reduce the costs of audits.
- Increase digital equity and accessibility statewide: Advocate for statewide funding that supports affordable connectivity and policies that increase digital literacy and adoption.
- Improving contracting and procurement: Improve efficiency and cost effectiveness in local bidding, contracting, and procurement.



City of Medina 2025 Legislative Priorities

The City of Medina will advocate for the following issues and will align its support for the priorities of its partners, including the Association of Washington Cities

MODEL EFFECTIVE PARTNERSHIP WITH WSDOT

Our strong partnership with WSDOT will enhance public trust and advance both local and regional priorities.

Emphasize Medina's role as a vital gateway from Seattle to major Eastside tech employers, providing seamless access for cars, transit, cyclists, and pedestrians. Medina is the welcoming municipality and the critical link to current and future regional pathways and circulation systems. Medina will work with WSDOT to deliver safe, accessible, and efficient public projects while continuing to provide and demand transparency, prudence and radical accountability on behalf of taxpayers to protect and maintain our infrastructure.

We need WSDOT and lawmakers to recognize potential for losing public trust by not demanding contract accountability -- we paid for quiet expansion joints; we accepted a flawed product, and this might be perceived as an imprudent use of public funds and a lack of transparency by not framing the problem as such. We should get what EVERYBODY paid for. Resolving the flawed joint installation is not a gift to Medina or the Points communities, instead it is an opportunity to demonstrate financial responsibility and radical accountability for the use of public funds. We must get what we paid for, not what we will settle for. It sets a bad example for all future projects and makes a mockery of contractual obligations.

WSDOT is efficiently situated to best manage lid maintenance. They have a large staff at the WATERFRONT facility sited conveniently adjacent and convenient to the lid parks. Additionally, this large, gated parcel could be utilized to remove the at grade crossing while providing another needed public amenity: restrooms for users of the SR520 trail, as this spacious gated facility can be periodically and remotely monitored and secured (open during daylight hours for example).



City of Medina

2025 Legislative Priorities

MANAGE REGIONAL GROWTH THROUGH MIDDLE HOUSING

Medina recognizes our regional housing crisis and has invested deeply to identify and achieve density goals through proven and creative housing solutions proportionate to our small city, while maintaining Medina's historic charm and diverse populace.

Small cities face disproportionate operational burdens and expenses in trying to meet the blanket Housing Bill deadlines. Medina believes we can achieve an even greater vision and outcome with adequate time to use our valuable local expertise to craft policy to successfully achieve the goal of adding gentle density. We have made significant progress defining methods, and identifying means to meet new housing mandates, however we need more time for implementation (along with clarification and consistency around options for tier 3 cities to partner, innovate and comply.) We ask the legislature to consider the unintended consequences and potential negative transformational impacts continued revisions to these mandates can have on small municipalities struggling to comply in a manner reflective of their community character.

EXPAND REVENUE OPPORTUNITIES TO ALLOW BUDGET STABILITY FOR SMALL CITIES

Current property tax limits place an undue burden on small cities, threatening their economic stability.

Medina is largely residential with limited commercial zoning restricts our revenue opportunities. Small cities must be allowed to revisit property tax caps to meet the service and infrastructure demands of regional growth on our limited resources and finite land capacity. We will work with AWC and other small cities to find responsible solutions such as expanding the use of Real Estate Excise Tax (REET) to fund long and short-term planning needs.



CITY OF MEDINA

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

Date: November 10, 2025

To: Honorable Mayor and City Council

From: Jeff Swanson, City Manager

Subject: City Manager Report

- Bellevue Fire Report – **See attachment 1.**
- 2025 City Council Calendar – **See attachment 2.**

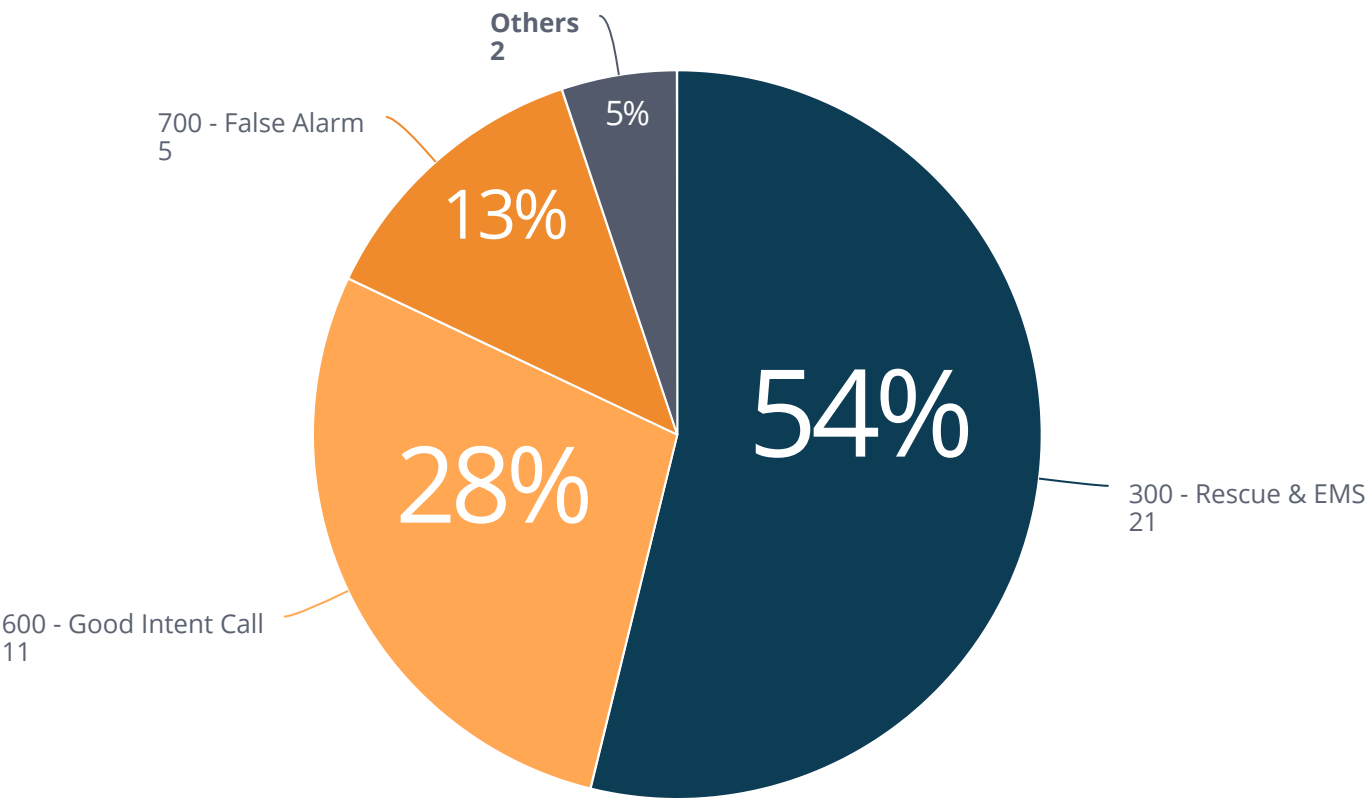
Filter statement

Filters Alarm Date Range Last Month | Is Locked true | Is Active true | Location City MEDINA, Medina

Fire and EMS Summary

Count of Total Incidents
39

Percentage of Incident Type (with count)



Contract City Incident Summary (Medina) Nov 3, 2025 12:08:01 PM

ATTACHMENT 1

Filter statement

Filters

Alarm Date Range Last Month

Is Locked true

Is Active true

Location City MEDINA, Medina

Count of Incidents by Type

Incident Type Group	Incident Type	Type Code	Count
300 - Rescue & EMS	Emergency medical service incident, other	320	1
	EMS Call, Cancelled at Scene	3117	1
	EMS Call, Medical	3211	13
	EMS Call, Other Accident/Trauma	3210	1
	Motor vehicle accident with injuries	322	1
	No Injury or Illness	3110	1
	Patient Assist	3111	2
	Surf rescue	364	1
300 - Rescue & EMS Total			21
400 - Hazardous Condition	Arcing, shorted electrical equipment	445	1
500 - Service Call	Service Call, other	500	1
600 - Good Intent Call	Dispatched & canceled en route	611	7
	Dispatched & cancelled en route - EMS	6111	2
	Steam, other gas mistaken for smoke, other	650	2
600 - Good Intent Call Total			11
700 - False Alarm	Alarm system activation, no fire - unintentional	745	2
	Carbon monoxide detector activation, no CO	746	1
	Detector activation, no fire - unintentional	744	1
	Smoke detector activation, no fire - unintentional	743	1
700 - False Alarm Total			5
Count			39

ATTACHMENT 2

**MEDINA CITY COUNCIL**

2025 AGENDA/ACTION CALENDAR

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

JANUARY 13, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Police Officer Roman Scott - Professional Excellence Award - 15 Minutes	Sass	N/A		
Presentation	Introduction of Rob Kilmer as the City's Building Official. 10 Minutes	Wilcox	N/A		
Consent Agenda	December 2024, Check Register	Wagner	Approve.		
Consent Agenda	Approved PB Minutes	Nations	Receive and file.		
Consent Agenda	Approved PC Minutes	Bennett	Receive and file.		
Consent Agenda	Draft Meeting Minutes of: 11/25/2024 & 12/09/2024	Kellerman/Nations	Adopt.		
Legislative Hearing	None.				
Public Hearing	None.				
City Business	Middle Housing Update - 30 Minutes	Kesler	Discussion and Direction		
City Business	NE 12th Street Landscaping Update - 30 minutes	Osada	Discussion and Direction		
City Business	ROW Priorities - 30 Minutes	Burns/Robertson/Rossmann	Discussion and Direction		
City Business	Council Retreat Planning Discussion - 15 Minutes	Burns	Discussion and Direction		
City Business	Legislative Priorities Agenda Update	Burns	Discussion		
Executive Session	RCW 42.30.140 (4)(a) Collective Bargaining - 20 Minutes				
	RCW 42.30.110(1)(g) Employee Evaluation - 45 Minutes	Burns			
JANUARY 27, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	None.				
Consent Agenda	None.				
Legislative Hearing	None.				

ATTACHMENT 2

Public Hearing	None.				
City Business	Middle Housing - 60 minutes	Kesler			
City Business	City Council Work Plan Review and Update - 45 minutes	Burns/Kellerman			
City Business	Park Board Goal Setting for Joint Meeting - 30 minutes	Burns/Osada			
City Business	City Legislative Priorities Update - 20 minutes	Burns			
FEBRUARY 10, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Presentation	Legislative Update and Check-in by Soundview Strategies - 30 Minutes	Burns	N/A		
Consent Agenda	January 2025, Check Register	Wagner	Approve.		
Consent Agenda	13th Month Check Register	Wagner	Approve.		
Consent Agenda	Approved 11/13/2024 PB Minutes	Kellerman	Receive and file.		
Consent Agenda	Approved 1/16/2025 PC Minutes	Bennett	Receive and file.		
Consent Agenda					
Consent Agenda	Draft 1/13/2025 & 1/27/2025 CC Minutes	Kellerman	Adopt.		
Consent Agenda	Medina Council Legislative Priorities	Burns	Approve.		
Consent Agenda					
Legislative Hearing	None.				
Public Hearing	None.				
City Business	City Manager Recruitment	Robertson/Archer	Discussion and direction.		
City Business	Middle Housing Update	Kesler	Discussion item only.		
City Business	City Right of Way Policy Discussion	Osada	Discussion and direction.		
City Business	NE 12th Street Landscape Options	Osada	Discussion and direction.		
	RCW 42.30.140(4)(a) - Collective Bargaining				
Executive Session	RCW 42.30.110(1)(b) - Real Estate	Burns/Wagner	N/A		

ATTACHMENT 2

FEBRUARY 24, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Middle Housing Subdivisions - 2 Hours	Kesler			
Consent Agenda	None.				
Legislative Hearing	None.				
Public Hearing	None.				
City Business	City Manager Recruitment Update	Robertson			
City Business	SCJ Contract Funding Update	Kesler/Wilcox			
Executive Session	RCW 42.30.140(4)(a) - Collective Bargaining - 20 minutes	Burns			
MARCH 10, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Retreat Facilitator Update	Burns			
Presentation					
Consent Agenda	February 2025, Check Register	Wagner			
Consent Agenda	PC 12/18/24 minutes				
Consent Agenda	DRAFT 02/10/2024 Minutes	Kellerman			
Consent Agenda	Medina/Teamsters CBA	Burns/Wagner			
Consent Agenda	Eastside Transportation Partnership Agreement	Burns			
Legislative Hearing	None.				
Public Hearing	None.				
City Business	City Manager Recruiting Update - 15 minutes	Wagner			
City Business	Middle Housing Update - 30 minutes	Kesler			
City Business	Business License Program Update - 30 minutes	Wagner			
City Business	Donation - Medina Park - 20 minutes	Osada	Discussion and direction		
Executive Session	RCW 42.30.110 (1)(i) Potential Litigation - 15 minutes	Roberston			
Executive Session	RCW 42.30.110(1)(b) Real Estate - 20 minutes	Osada			

ATTACHMENT 2

MARCH 24, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Middle Housing Ordinances - 60 minutes	Kesler/Robertson	Discussion		
Consent Agenda					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					
City Business	Middle Housing Ordinance and Subdivision Lot - 45 minutes	Robertson/Kesler	Discussion and direction		
Executive Session					
APRIL 14, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda	March 2025, Check Register	Wagner			
Consent Agenda	PB Minutes of 1/20/25	Nations			
Consent Agenda	PC Minutes of 3/25/25	Nations			
Consent Agenda	DRAFT 03/10/2025 & 02/24/2025 CC Minutes	Kellerman			
Consent Agenda	2025 Proclamation: Sexual Assault Awareness & Prevention Month	Burns			
Consent Agenda	56th Annual Professional Municipal Clerks Week May 4-May 10, 2025	Kellerman			
Legislative Hearing	None				
Public Hearing	None				
City Business	City Manager Hiring Update 10 min	Wagner	Update		
City Business	NE 12th Street Landscaping Update 20 minutes	Osada	Discussion and direction.		
City Business	Medina Park Donation Update 10 minutes	Osada	Discussion		
Executive Session	Potential Litigation 45 minutes	Osada/Fuller/Robertson			
APRIL 28, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Executive Session	City Manager Applications Review Tentative	Wagner			

ATTACHMENT 2

Consent Agenda	Authorization for One-Time Travel Expenses	Wagner			
Legislative Hearing	None				
Public Hearing	None				
City Business	Recruitment Timeline Update	Wagner			
Additional City Business	Council May Take Action				
MAY 12, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	ARCH Presentation				
Consent Agenda	April 2025, Check Register	Wagner			
Consent Agenda	Approved PC Minutes	Kellerman			
Consent Agenda	DRAFT 3/24/2025, 04/14/2025 & 04/28/2025 CC Minutes	Kellerman			
Consent Agenda	Proclamation Honoring National Police Week and Peace Officer Memorial Day	Sass			
Consent Agenda	King County ILA Renewal - Road Services	Osada			
Legislative Hearing	none				
Public Hearing	Middle Housing Ordinance and	Kesler			
Public Hearing	Unit Lot Subdivision Ordinance	Kesler			
City Business	City Manager Recruitment Update	Robertson/Archer/Wagner			
City Business	ARCH Budget and Work Program	Swanson			
City Business	Critical Areas Ordinance	Wilcox			
Executive Sessions	RCW 42.30.110(1)(g) and RCW 42.30.110 (1)(i)				
MAY 27 (TUESDAY), City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation	Presentation by Susan Pappalardo and Nancy Wenke Price on the new Bellevue Aquatics Center and the Mission of SPLASHForward. 15 Minutes	Swanson			
Study Session	Business Licenses - 50 Minutes	Wagner			
Consent Agenda	None.				

ATTACHMENT 2

Public Hearing	Middle Housing & Unit Lot Subdivision Ordinances Continued from May 12 - 10 Minutes	Kesler	Continue to June 9 Study Session		
City Business	City Manager Recruitment Update - 15 Minutes	Wagner	Approve Updated Timeline.		
City Business	Presentation and Approval of WRIA 8 ILA - 20 Minutes	Osada	Approve		
JUNE 9, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	DRAFT Six-Year CIP/TIP/Non-TIP Plan - Tentative	Osada			
Consent Agenda	May 2025, Check Register	Wagner			
Consent Agenda	DRAFT 05/12/2025 & 05/27/2025 CC Minutes	Kellerman			
Consent Agenda	PB and PC Appointment Confirmations	Kellerman			
Consent Agenda	PB Minutes				
Consent Agenda	PC Minutes				
Legislative Hearing	None				
Public Hearing	None				
City Business	St. Thomas School Traffic Flow (video) - 15 Minutes	CM Nunn			
City Business	Overlake Drive Bridge - Vehicle Weight Limit Regulation	Osada	Ordinance and Potential Action		
Executive Session	RCW 42.30.110 (1)(g) RCW 42.30.110 (1)(i)				
JUNE 23, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	DRAFT Six-Year CIP/TIP/Non-TIP Plan	Osada			
Consent Agenda					
Consent Agenda	EXIGY Invoice	Swanson	Approve		
Legislative Hearing					
Public Hearing					
Public Hearing	DRAFT Six-Year CIP/TIP/Non-TIP Plan	Osada	First Hearing		6/12/2025
City Business					
City Business	Business Licenses	Wagner	Discussion and direction		
Executive Session	RCW 42.56.110 (1)(i)				

ATTACHMENT 2

JULY 14, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Complete Streets Ordinance Discussion - 25 Minutes	Osada			
Study Session	Vegetation Management Reimbursement Policy - Tentative - 25 Minutes	Osada			
Presentation	Farewell Plaque Honoring Departing City Clerk Aimee Kellerman's 11+ Years of Service to the City of Medina - 5 Minutes				
Consent Agenda	June 2025, Check Register	Wagner			
Consent Agenda	DRAFT 06/09/2025 & 06/23/2025 CC Minutes	Nations/Kellerman			
Legislative Hearing	None				
Public Hearing	Six-Year CIP/TIP/Non-TIP Plan - 30 Minutes	Osada	Approve.		publish on 6/24/2025
City Business	None				
Executive Session	RCW 42.56.110 (1)(i) PL - 20 Minutes - Tentative				
JULY 28, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Gas-Powered Leaf Blower Discussion - 25 Minutes	Osada			
Study Session	Council Values and Rules of Procedure - 20 Minutes	Swanson			
Presentation	None				
Consent Agenda	EXIGY Invoice	Swanson	Approve	Approved	
Legislative Hearing	None				
Public Hearing	Outdoor Lighting on Public and Private Property Interim Official Control ("IOC") - 15 Minutes	Robertson		Completed	
City Business	Complete Streets Ordinance - 10 Minutes	Osada	Discussion and Direction	Direction.	
City Business	Business License Ordinance - 15 Minutes	Wagner	Discussion item only	Completed	

ATTACHMENT 2

City Business	Middle Housing Mitigations - 30 Minutes	Swanson/Wilcox	Presentation and Discussion.	Completed	
City Business	Animal Control Discussion - 20 Minutes	Sass	Discussion and Direction	Approved	
AUGUST 11, City Council Retreat					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Topic	Intro and review from May 2nd retreat	Swanson	Discussion	Completed	
Topic	Strategic Planning part 1 and part 2	Swanson	Discussion and Direction	Completed	
Topic	Intro to 2026 Annual Budget	Wagner	Discussion and Direction	Completed	
AUGUST 20, City Council RETREAT					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Topic	2026 Budget Discussion	Wagner		Completed	
Topic	Transportation System Plan Scope	Swanson		Completed	
Topic	City Organization Discussion	Swanson		Completed	
SEPTEMBER 8, City Council Special and Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session/ Presentation	Presentation on Tree Canopy Study by Facet 50 minutes	Steve Wilcox		Completed	
Presentation	Recognition for Lifeguards	Sass		Completed	
Consent Agenda	July/August 2025, Check Register	Wagner	Approve.	Approved	
Consent Agenda	PB minutes 5/19/2025	Nations	Receive and file	Received	
Consent Agenda	PC minutes 5/28/2025, 6/24/2025	Bennett	Receive and file	Received	
Consent Agenda	DRAFT 07/14/2025 & 07/28/2025 CC Minutes	Nations	Adopt minutes	Adopted 7/28 minutes. 7/14 clarification needed	
Consent Agenda	Traffic Engineering on-call contract	Osada	Approve	Approved	
Consent Agenda	Parking Fine Fees Ordinance	Sass	Adopt	Adopted	
Legislative Hearing	None			none	
Public Hearing	2026 Preliminary Budget Hearing 15 minutes	Wagner	Receive public comment	Completed	published on 8/19/2025
Public Hearing	Business Licenses Ordinance 30 minutes	Wagner	Receive public comment and direction.	Completed	published on 8/19/2025

ATTACHMENT 2

City Business	Complete Street Ordinance 15 minutes	Osada	Adopt Ordinance	Adopted Ordinance	
Executive Session	RCW 42.30.110(1)(i) 42.30.110(1)(g)	RCW		Completed	
SEPTEMBER 22, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	2026 Preliminary Budget - Deep Dive	Wagner		Completed	
Study Session	Vegetation Management Reimbursement Policy - Tentative 15 minutes	Osada		Moved to Oct. 27th	
Consent Agenda	2025 Overlay 87th Ave NE	Osada		Approved	
Consent Agenda	Tennis Courts Fence Rehab- All parks	Osada		Approved	
Legislative Hearing	None				
Public Hearing	None				
City Business					
City Business					
Executive Session	RCW 42.30.110(1)(i)RCW 42.30.110(1)(g)			Completed	
OCTOBER 13, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	2026 Preliminary Budget - Deep Dive	Wagner		Completed	
Presentation	None			None	
City Manager Report	All Department Reports: Council discussion re: Nov 24 & Dec 22 mtgs; Reconstitute DSC as ongoing comm.; End of year luncheon and end of term reception date/venue	Swanson		Completed	
Consent Agenda	September 2025, Check Register	Wagner		Approved	
Consent Agenda	PB Minutes 7/21/25	Nations		Received	
Consent Agenda	PC Minutes 7/22/2025	Bennett		Received	
Consent Agenda	DRAFT 09/08/2025 and 7/14/2025 resubmit	Nations		Adopted	
Legislative Hearing	None			None	
Public Hearing	2026 Preliminary Budget Hearing	Wagner		Completed	publish on 9/23/2025
Public Hearing	Business License	Wagner	Adopt	Adopted ordinance	publish on 9/23/2025
City Business	None			None	

ATTACHMENT 2

Executive Session	RCW 42.30.110(1)(i); RCW 42.30.110(1)(g)	Robertson		Completed	
OCTOBER 27, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	Vegetation Management Reimbursement Policy (10 min)	Osada		Completed	
Study Session	Gas Powered Leaf Blowers (50 min)	Osada		Completed	
Consent Agenda	None.			None	
Legislative Hearing	None.			None	
Public Hearing	None.			None	
City Business	Small Works Roster Update	Osada		Adopted Ordinance and Resolution	
City Business	Gas Powered Leaf Blowers Discussion for draft ordinance			Direction given	
Executive Session	RCW 42.30.110(1)(i); RCW 42.30.110(1)(g)	Robertson		Completed	
NOVEMBER 10, City Council Regular Meeting, 5:00 pm					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	2026 Legislative Priorities	Swanson			
Presentation					
City Manager Report	All Department Reports	Swanson			
Consent Agenda	October 2025, Check Register	Wagner	Approve		
Consent Agenda	DRAFT 9/22/2025, 10/13/2025 & 10/27/2025 CC Minutes	Nations	Adopt		
Consent Agenda	Development Services Committee Resolution	Wilcox	Adopt Resolution		
Legislative Hearing	None				
Public Hearing	2026 Proposed Budget and Salary Schedule	Wagner	Discussion		publish on 10/21/2025
Public Hearing	2026 Property Tax Resolution	Wagner	Adopt Resolution		publish on 10/21/2025
Executive Session	RCW 42.30.110(1)(i) tentative	Swanson			

ATTACHMENT 2

****NOVEMBER 19, City Council SPECIAL Meeting, 5:00 pm****

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	GPLB follow up	Osada, Swanson, Robertson			
Presentation	none				
Consent Agenda					
Consent Agenda					
Legislative Hearing	none				
Public Hearing	none				
City Business	2025 Budget Amendments	Wagner			
City Business	2026 Final Budget and Salary Schedule	Wagner	Adopt		
City Business	2026 Legislative Priorities	Swanson	adopt		
City Business	Vegetation Management Reimbursement Policy	Osada	Discussion and direction		

DECEMBER 8, City Council Regular Meeting, 5:00 pm

Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Study Session	CDI, AK/MG Consulting Records Portal - Laserfiche				
Presentation	SPLASHForward Endorsement - Photo OP				
City Manager Report	All Department Reports				
Consent Agenda	November 2025, Check Register	Wagner			
Consent Agenda					
Consent Agenda					
Consent Agenda	DRAFT 11/10/2025 CC Minutes	Nations			
Consent Agenda					
Legislative Hearing	None.				
Public Hearing	Critical Areas Ordinance Update	Wilcox	Discussion and direction.		
City Business	Personnel and Financial Polices Update	Wagner	Discussion and direction.		
City Business	2025 Budget Amendments	Wagner	Approve.		
City Business	Vegetation Management Reimbursement Policy	Osada	Adopt		
City Business	Gas Powered Leaf Blowers draft ordinance tentative	Osada			
Executive Session					

ATTACHMENT 2

DECEMBER 22, CANCELLED					
Item Type	Topic	Staff Contact	Recommendation	Council Action	Legal Notice
Presentation					
Consent Agenda					
Legislative Hearing					
Public Hearing					
City Business					

Parking Lot Items:

- Franchise Agreement - Weekly Recycling and Compost Update
- Wireless Facilities - Telecom
- Affordable Housing Presentation
- Joint PB/CC Meeting**
- Joint PC/CC Meeting**
- City Hall Resource Usage Update
- Short-term Rentals: FIFA 2026
- Website Updates
- City Sponsored Events Ordinance (Wine Garden)
- Weekend Tree Cutting Discussion
- Building Community Discussion - new resident orientation
- Social Media Communications Marketing
- Vacant Houses
- Outdoor Lighting
- Franchise Agreement -Fiber
- Peaceful Hours across the City



MEDINA POLICE DEPARTMENT

DATE: November 10th, 2025
TO: Jeff Swanson, City Manager
FROM: Jeffrey R. Sass, Chief of Police
RE: Police Department Update – October, 2025

The following is a summary highlighting some of the Medina Police Department activity in October, 2025.

Follow up:

Nothing to report.

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

The Medina Police Department hosted the second Shredder/Drug Take-Back/E-Cycle Day of 2025! The event was a huge success and was an outstanding opportunity to spend time with our community members.

Pro-Shred collected approximately 13 bins of documents to shred and SBK Recycling collected 1,841 pounds of electronics to be recycled. The Medina Police Department turned over approximately 35 pounds of drugs to be destroyed, rendering each medication incapable of being misused or falling into the wrong hands. Officers also collected non-perishable food donations for families in need in the Eastside area.





2025 Great Shake Out Exercise:

On Thursday, October 16th at 10:16 a.m. the Medina Police Department and City of Medina participated along with over 57 million people worldwide in the Great Shakeout earthquake exercise. The event is an international event intended to practice earthquake safety and address any areas of concern.

Medina Elementary Walk to School Event:

On Wednesday, October 8th, members of the Medina Police Department participated in the annual “Walk-to-School Day” with Medina Elementary School students, parents, school faculty and community members.

Walk-to-School Day is celebrated on the first Wednesday of October to bring awareness to the positive benefits of exercise. Thousands of communities join in with fun and safe Walk-to-School Day events that get families, teachers, city staff and community members walking together while educating children and families about the benefits of walking or cycling to school as well as benefiting the environment.



Marine Patrol:

Nothing to report.



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT



AGENDA ITEM 6.1b

OCTOBER, 2025

CRIMES	Current Month	YTD 2025	YTD 2024	Year-End 2024
Burglary	0	4	1	6
Vehicle Prowl	0	0	13	17
Vehicle Theft	0	1	0	1
Theft (mail & all other)	0	7	26	31
ID Theft/Fraud	0	7	11	14
Malicious Mischief (Vandalism)	0	4	8	9
Domestic Violence	1	6	14	15
Disturbance, Harassment & Non-DV Assault	1	5	12	15
TOTAL	2	34	85	108

COMMUNITY POLICING	Current Month	YTD 2025	YTD 2024	Year-End 2024
Drug Violations	0	1	1	1
Community Assists	63	646	375	474
Marine	0	8	10	10
House Watch Checks	50	694	664	955
School Zone	41	228	224	258
Behavioral Health	2	11	8	13
TOTAL	156	1588	1282	1711

TRAFFIC	Current Month	YTD 2025	YTD 2024	Year-End 2024
Collisions				
Injury	1	1	2	2
Non-Injury	1	3	2	5
Non-Reportable	0	3	3	3
TOTAL	2	7	7	10
Traffic Enforcement				
Criminal Citations	4	25	25	28
Infractions	13	245	371	418
Warnings	136	1720	1686	2175
TOTAL	153	1990	2082	2621

LICENSE PLATE READER EVENTS	Current Month	YTD 2025	YTD 2024	Year-End 2024
LPR alerts that were recovered	0	8	9	13
LPR alerts that were not located	4	37	61	77
LPR alerts that were located, not apprehended	0	0	4	4
TOTAL	4	45	74	94

CALLS FOR SERVICE	Current Month	YTD 2025	YTD 2024	Year-End 2024
Animal	5	46	25	29
Residential Alarms	20	174	172	221
Missing Person	0	4	3	3
Suspicious Activity/Area Checks	59	656	541	639
TOTAL	84	880	741	892

ADMINISTRATIVE	Current Month	YTD 2025	YTD 2024	Year-End 2024
Public Disclosure Requests Received	10	77	52	72
Concealed Pistol License Applications Processed	2	31	23	25
TOTAL	12	108	75	97

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



MEDINA POLICE DEPARTMENT
Jeffrey R. Sass, Chief of Police
MONTHLY SUMMARY
OCTOBER, 2025



FELONY CRIMES

MISDEMEANOR CRIMES

Domestic Violence Assault	2025-00005475	10/11/2025
Officers were dispatched to the 2400 block of 79 th Avenue NE for a report of a domestic violence assault.		

OTHER

Traffic Collision	2025-00005474	10/10/2025
Officers were dispatched to the intersection of 84 th Avenue NE and NE 24 th Street for a two-vehicle, non-injury, reportable collision.		

Traffic Collision	2025-00005678	10/24/2025
Officers were dispatched to the intersection of 84 th Avenue NE and NE 12 th Street for a two-vehicle, minor-injury, reportable collision.		

Death Investigation	2025-00005755	10/29/2025
Officers were dispatched to the 7700 block of Overlake Drive West for a report of a deceased individual found on a property. The individual was contracted to perform work on the property and is suspected to have suffered a medical event resulting in his passing. No foul play is suspected at this time. Investigation ongoing.		



MEDINA POLICE DEPARTMENT

Jeffrey R. Sass, Chief of Police

MONTHLY REPORT

AGENDA ITEM 6.1b

TOW
HUNTS POINT
Washington

OCTOBER, 2025 (through 10/29/2025)

CRIMES	Current Month	YTD 2025	YTD 2024	Year-End 2024
Burglary	0	0	0	0
Vehicle Prowl	0	0	2	2
Vehicle Theft	0	0	1	1
Theft (mail & all other)	0	0	2	2
ID Theft/Fraud	0	2	2	3
Malicious Mischief (Vandalism)	0	0	2	3
Domestic Violence	0	3	9	11
Disturbance, Harassment & Non-DV Assault	0	1	5	5
TOTAL	0	6	23	27

COMMUNITY POLICING	Current Month	YTD 2025	YTD 2024	Year-End 2024
Drug Violations	0	0	0	0
Community Assists	7	119	63	76
Marine	1	7	1	1
House Watch Checks	2	72	34	65
Behavioral Health	0	1	1	1
TOTAL	10	199	99	143

TRAFFIC	Current Month	YTD 2025	YTD 2024	Year-End 2024
Collisions				
Injury	0	0	0	0
Non-Injury	0	0	1	1
Non-Reportable	0	0	1	1
TOTAL	0	0	2	2
Traffic Enforcement				
Citations	1	11	8	9
Infractions	3	87	65	73
Warnings	39	419	407	467
TOTAL	43	517	480	549

LICENSE PLATE READER EVENTS	Current Month	YTD 2025	YTD 2024	Year-End 2024
LPR alerts that were recovered	0	0	0	1
LPR alerts that were not located	1	6	3	5
LPR alerts that were located, not apprehended	0	1	0	1
TOTAL	1	7	3	7

CALLS FOR SERVICE	Current Month	YTD 2025	YTD 2024	Year-End 2024
Animal	0	4	11	13
Residential Alarms	3	19	48	61
Missing Person	0	0	2	2
Suspicious Activity/Area Checks	7	93	67	82
TOTAL	10	116	128	158

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



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



OCTOBER, 2025
(through 10/29/2025)

FELONY CRIMES

MISDEMEANOR CRIMES

OTHER

Marine Incident

2025-00005750

10/19/2025

Mercer Island Marine Patrol was dispatched to the 4200 block of Hunts Point Road for a report of a vessel tied to a buoy in the water approximately 200 yards off a private dock overnight. Marine Patrol was able to identify the vessel and start the process to be impounded after being left for over 24 hours.



OCTOBER YEAR-TO-DATE



MEDINA POLICE DEPARTMENT

MONTHLY REPORTING STANDARDS



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

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

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



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

Date: November 10, 2025
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Steven R. Wilcox, Development Services Department Director
Subject: Development Services Department Monthly Report

Critical Areas Ordinance Update

Medina's Planning Commission continues their work on the Critical Areas Ordinance update (CAO update). Since my last Council staff report, Planning Commission has had two meetings where they have reviewed and discussed the CAO update. There have also now been changes to the CAO update timing which I describe below.

Medina's Planning Commission has not completed the review of the CAO update and does not yet have a recommendation for the Council. Because of this, it is still premature for the Council to discuss the CAO update draft language. A good option for the Council at this moment would be to attend the November 18, 2025, Planning Commission meeting in-person or online. If Councilmembers would like any documents that the Planning Commission has been publicly discussing I can provide those as requested.

The Planning Commission has been involved with the CAO update discussion since September 23rd. The eventual recommendation presented to the Council will have been prepared by our experienced environmental consultant Facet, thoroughly vetted by the Planning Commission, and approved by our City Attorney. We are fortunate to have an attorney involved who has experience in CAO updates.

As the Council would expect, the talented volunteer professionals on the Planning Commission have been deeply engaged in the CAO update process and have offered a significant amount of their time towards resolving this important matter. I have observed that Commissioners have been consistent in their efforts to protect Medina residents through a focus on reduction of added burdens created by the new state CAO update mandates. The Planning Commission has maintained a balance between reducing Medina impacts of the CAO update while also drafting language which will eventually be approved by various state agencies. The Medina CAO update team has been seeking alignment with state requirements at a level which adversely impacts residents the least possible.

CAO update impacts on Medina residents are primarily a result of new stream and wetland buffers (setback dimensions) which encumber properties. Buffer dimensions can impact property use. Our consultant Facet is experienced and excellent at what they are doing for us, but they are not deeply connected with the City of Medina. The Planning Commission, our City Attorney and I review Facet recommendations with consideration for impacts on Medina residents. Significant changes have been made to initial recommendations by Facet regarding buffers.

Washington State Department of Fish and Wildlife (DFW) has Best Available Science based requirements, and they also have preferences. DFW preferences vs. requirements are not always clear. The Planning Commission has carefully evaluated which approaches are least burdensome on Medina residents while also working to clarify what the state will ultimately approve as meeting basic mandates. An example of this is the concept where a potential tree height is used to determine buffer dimensions. Tree height buffers are a DFW preferred method, but this results in much larger buffers and greater impacts on Medina residents' use of their property. The Planning Commission was able to evaluate options and are now settling on a concept which is the least burdensome on Medina residents that the state will approve.

Our current Critical Areas map will be re-produced in 2026. The new map will be on our Medina website in a form which will provide better accuracy, clarity and function. Unfortunately, the Critical Areas map will not provide a precise location of critical areas such as top of a steep slope, wetland edge or stream edge to measure from. To be precise at one moment would potentially mean not being accurate at another. Critical areas can change over time making a delineation of the precise location impractical for the City of Medina to create and maintain.

A close representation of critical areas locations is possible and that is a goal of mapping. As has been standard practice each time a development project application comes to Medina there will be need for the applicant to use our critical areas map to perform their own delineation. Depending on what level of information is needed, it is possible that someone may need the assistance of a professional such as a surveyor or wetlands biologist.

For those residents, or others in process of feasibility analysis and who would like to know about critical areas impacts on a parcel, they will have a very good idea based on our 2026 map, but as with a developer, the actual buffer impact through measurement will be left to the individual to determine. The City of Medina will continue to provide information on its regulations through text, maps and personal assistance, but individual measurements must be made by the interested individuals using the data and mapping provided. Precision measurements are left to actual field conditions at the time the questions are asked.

Here is an updated summary of the CAO update process and anticipated next steps:

- July 30, 2025. Public Forum and Open House. This was an introduction for the public to the CAO update. The timing for this meeting was not ideal, and it was lightly attended.
- September 23, 2025. Planning Commission meeting. This was the Planning Commission's first meeting on the CAO update. Our consultant Facet presented background for the CAO update discussion. Best Available Science was discussed, and Commissioners asked several questions with discussion following. The first draft of the CAO update was given to the Planning Commission in their agenda packet, but the public review was not started on September 23rd due to meeting time constraints.
- October 2, 2025. Washington State Department of Fisheries and Wildlife (DFW) submitted comments on Medina's first draft of the CAO update ordinance. DFW had previously requested a copy of the CAO update ordinance first draft for comment.
- October 7, 2025. Second public Forum and Open House. A presentation was made by staff from our consultant Facet. Those attending were able to ask questions within the group during the presentation and then individually. Facet had an interactive map where a property address was entered, and potential stream buffers were overlaid. There are at least two properties with potential for significant buffer impacts.

There were 21 people at the Forum/Open House in-person and online. We received one formal comment from a property owner who does not currently appear will be impacted by the CAO update.

- October 13, 2025. Facet staff, our City Attorney and I met with DFW staff to review their comments on the first draft of Medina's CAO update ordinance. Following this meeting, DFW provided us with a letter supporting the approach being taken to stream buffers.
- October 14, 2025. Special Planning Commission meeting. This was the Planning Commission's first review of the CAO update draft.

Our Attorney Dawn Findlay Reitan began the discussion with an overview of MMC Ch. 16.36. – Nonconformity, and MMC Ch. 16.50.050. – Relief from critical areas regulations. This presentation at the start of the meeting answered important questions ahead of the CAO update discussion by Commissioners.

- October 28, 2025. Planning Commission meeting. A public comment matrix was created which provides organization and describes how those comments have been integrated into the CAO update or otherwise responded to. Our City Attorney attended this meeting.

The Planning Commission Agenda Bill, and the Facet PowerPoint used in the presentation are provided for your review.

- November 18, 2025. Planning Commission meeting. This meeting will have a public hearing. The public comment matrix will be updated. A recommendation for the Council is expected as a result of this meeting and public hearing.
- December 8, 2025. Council meeting. I anticipate that the Planning Commission's CAO update recommendation will be presented to the Council at this meeting. This meeting is noticed for a public hearing. This will be the second public hearing on this topic.

The Council will not be asked to approve the CAO update on December 8th. A request for CAO update approval will come to the Council following completion of state agencies review which will likely be in February 2026.

On December 8th the Council will be asked to approve sending the CAO update as a final draft and to direct staff to forward the document to the Department of Commerce to begin a 60-day state agency review.

Submittal to Washington state agencies through the Department of Commerce will happen the day after Council approves the CAO update draft to be sent. Department of Commerce has said they will need their full 60-day review period. SEPA review by Medina will also begin immediately after Council approval to do so.

- December 31, 2025. This is the CAO update due date for adoption by the City of Medina. This State due date will not be met. I have informed both the Department of Commerce and Department of Fish and Wildlife of our CAO update status and will keep both agencies up to date on progress. A late start by Medina created this situation. The risk of not achieving the deadline is considered minimal for Medina provided there is not a delay.
- February 2026. First or second Council Meeting. I had previously anticipated the CAO update being presented to Council for final approval in January 2026, however the timing is now likely into February.

There may be new comments to review when the Council sees the CAO update following state agency reviews.

Our CAO update consultant Facet has three staff involved in our project. Dawn Findlay Reitan from Inslee Best is lead on the CAO update for us. I am finding myself in a coordination, administration and technical role. The CAO update is heavy in technical complexity and requires close legal oversight. Jennifer Robertson is keeping close to the progress and will be involved with the CAO update presentation at Council meetings.

Affordable Housing

On October 16th I attended an event by an Eastside based organization named Imagine Housing. See [Home · Imagine Housing](#) or imaginehousing.org. This was the third annual affordable housing event by Imagine Housing with this one sponsored by Amazon. There were five eastside Mayors who were on a panel with a moderator from Imagine Housing. The Mayors of Bellevue, Bothell, Kenmore, Kirkland, and Issaquah discussed topics including approaches to affordable housing in their cities, difficulties, successes, and their ideas of what is needed to forward affordable housing on the eastside.

King County Councilmember Claudia Balducci opened the event as a keynote speaker. There were several people from Department of Commerce and various housing interest groups. About 50 people were in attendance at the Kirkland Performing Arts Center.

For Medina's purposes I can summarize the 2-hour event:

- The issues of property market value vs. affordable housing are the same for other eastside cities.
- Some differences between Medina and other eastside cities regarding affordable housing include variety of potential and existing zoning within the city, existing affordable housing types such as mobile home parks, apartments, lower income single family homes, etc. Existing affordable housing types have become a focus of retention and maintenance for those jurisdictions that have these.
- There must be a stated government policy and defined plan for focusing on the creation of affordable housing. Medina has a start on this through the Comprehensive Plan and Middle Housing Ordinances. Policy to enact affordable housing is considered a next step.
- The panel agreed that regulation is the most effective way to impact the ability to create affordable housing.
- There are limited State and other funding resources available to create affordable housing meaning there needs to be creativity and cooperation. A partnership with city, interest groups, funding resources, and a developer may be a direction needed to create affordable housing.

Prior to the start of the event there was an opportunity to meet and mingle with the attendees. I had the opportunity to talk with two local housing interest group representatives including one from Futurewise.

Overall, Medina's presence at affordable housing events seems important. Having a friendly conversation with organizations such as Futurewise about Medina's desires, actions and challenges towards affordable housing seems positive. Showing an interest which will draw support, learning about potential methods of creating affordable housing and applying those, and then taking policy action will eventually result in affordable housing in Medina.

Code Enforcement

Please see the October Code Enforcement report provided for your review.

With construction activity down this year, much of our code enforcement is focused on sign removals and other relatively minor issues.

Our Building Official Rob Kilmer is proactive regarding various public right of way code enforcement. However, much of our code enforcement is reactive to complaints as residents become aware and then notify Development Services.

Tree Inventory

The 2025 portion of the Medina public tree inventory has been completed. A budget request has been submitted for completion of right of way tree inventory in 2026.

Please see the summary report by our City Arborist, Andy Crosssett provided.

Tree Canopy Study

Consideration for how to better define the results of the Facet (consultant) 2025 Tree Canopy Study are being discussed.

The study results show that canopy in Medina remained about the same over the past 11 years when a visual assessment implies otherwise.

Once there is a better method of explaining the study results I will return this to the Council.

Permit Applications and Inquiries of Interest

American Tower Company (ATC)

The ATC permit application to upgrade 10 existing facilities (wood poles with antennas) which previously included the proposed addition of 10 electric meters placed on wood 4x4 posts within the public right of way is moving forward.

ATC has submitted a revised permit application showing that they no longer propose the electric meters and will instead continue to use the same system they had previously with PSE that required no meters.

Of the 10 existing poles to be modified, 9 qualify for an Eligible Facility Request (EFR). An EFR essentially means that within given parameters, a telecommunications company can modify existing facilities without the need for variances or other non-administrative processes which would typically involve public noticing and the Hearing Examiner's review and decision. One of the 10 poles does not qualify for an EFR due to the extent of proposed changes.

The 9 EFR qualifying poles will have building, right of way, and construction activity permits issued by Medina.

Medina continues to work with ATC towards re-negotiating their lease of the second floor of the Medina Public Works building. We have a comparison of rates and our City Attorney's office is working on the lease language.

Middle Housing

I will be meeting with the owner of 7658 NE 12th St. to hear about ideas for potential redevelopment under Middle Housing (Ord. 1040), and Zero Lot Line (Ord. 1041) rules.

We have no permit applications associated with Middle Housing.

As we learn through experience about the applications of Middle Housing in Medina, our Development Services web page will be developed with FAQ's and other guidance.

AT&T Monopole

AT&T applied for a building permit to change their existing cell facility on St. Thomas Church property near the corner of NE 12th and 84th Ave. NE. The AT&T monopole is the south of two existing poles at the location. From time to time the telecommunications companies need to update their facilities.

The application meets Eligible Facilities Request rules and will only require a building permit.

Permitting

There were more permits issued in October; however, development activity remains slow in 2025 and well behind 2024. At this point, there is no reason to assume that 2026 development activity in Medina will increase over 2025.

Permit Reports

Attached are the permit received and issued reports for October 2025.

The October Permits Issued report shows permit valuation:

October 2024 YTM = \$59,618,758.24

October 2025 YTM = \$22,128,576.18

The YTM difference between 2024 vs. 2025 is (\$37,490,182.06)

Permit valuation is only an indication of activity. Financial data will give accurate accounting.

Attachments:

October 28, 2025 Planning Commission Agenda Item 6.2 Critical Areas Ord. Update – Agenda Bill
 October 28, 2025 Critical Areas Ordinance Update Facet (consultant) PowerPoint Presentation
 2025 City of Medina Parks Tree Inventory Summary by Andy Crossett, Medina City Arborist
 October 2025 Code Enforcement Report
 October 2025 Permits Received Report
 October 2025 Permit Issued Report



MEDINA, WASHINGTON

Tuesday October 28, 2025

Subject: Critical Areas Ordinance Update

Planning Commission Action: Discussion Only

Staff Contacts: Steven Wilcox, Development Services Director with Staff from our consultant Dan Nickel, Kim Frappier, and Douglas Yormick

Staff from our consultant Facet will lead us through the current iteration of the Critical Areas Ordinance update draft.

A goal is to have this Planning Commission meeting conclude at a point where a Public Hearing on the CAO update can be scheduled for the November 18th meeting. To achieve this goal, the Planning Commission will need to have completed review of the CAO update so that a final draft can be prepared.

Ultimately, it is most important that the Planning Commission can confidently submit a recommendation to the Council.

Please see the attachments provided. The current CAO update draft is provided along with other important documents.

Mitigation Monitoring

I asked Department of Fish and Wildlife (DFW) staff about mitigation monitoring. My concern is that we adopt an ordinance that has enforceable language.

DFW responded that monitoring is not required, but they feel it is an essential component of assuring that mitigation is viable. We will need to include some mitigation monitoring language, but the final version is not yet completed.

I have asked Facet to consider different language, and I have discussed the matter with our City Attorney.

Meeting Format

- Dan Nickel and Douglas Yormick from Facet will attend in person.
- Facet will have a PowerPoint presentation.

The PowerPoint presentation is not available at the time of this agenda packet issuance and will be sent to you separately when it becomes available.

- Facet will lead a “page-by-page” review of the newly updated draft ordinance.

This is Commissioners opportunity to ask line-by-line questions.

Next Steps

With a successful Planning Commission meeting on October 28th, we will prepare a final draft of the CAO update ordinance and schedule a public hearing for the next meeting on November 18, 2025.

On November 18th pending the public hearing, Planning Commission will be asked to approve the CAO update draft as a recommendation to the City Council. This will require a motion and a vote.

On December 8, 2025, the City Council will receive a presentation on the CAO update as recommended by the Planning Commission. The Council will be asked to approve the draft.

The City Council approved CAO update draft will be sent to the Washington State Department of Commerce on December 9, 2025. DOC will likely take a full 60-day review period.

The City Council will be presented with the final draft of the CAO update once it is returned as approved by State agencies. City Council will be asked to vote their approval.

Attachments

- Current Draft CAO Update Ordinance. **Red text** is new to this edition. **Blue text** is a change that was brought back from the previous edition.
- DFW Comments on CAO Update Ordinance Second Draft Dated 10/14/25.
- DFW Letter of Support for Stream Buffer Width Amendments Dated 10/14/25.

Proposed Planning Commission Motion:

None.



Critical Areas Ordinance Update

Medina Planning Commission
October 28, 2025

Doug Yormick & Dan Nickel

Agenda

Critical Areas Ordinance Update

- Overview of October 14th PC Meeting
 - Nonconforming and Reasonable Use
 - Key Area for Consideration
 - Wetlands, Streams
- Additional Edits
- Schedule

Nonconforming

Purpose

- Structures, uses, or developments that no longer meet current code standards
- Allows for flexibility
- City discretion (to a point)

Standards

- Existing nonconforming structures may be maintained, repaired, and expanded
- Vertical expansion and additions are allowed within existing improved areas
- Damaged or destroyed structures may be rebuilt in kind

Reasonable Use Exception (RUE)

Purpose

- Provides relief when strict application of code denies all reasonable use of property
- Ensures minimum necessary impact to critical areas
- Balances property rights with environmental protection

Standards

- Proposed use must be the least impactful feasible alternative
- Not caused by applicants own actions
- Result in “no net loss”
- Comply with other development regulations

Nonconforming Demonstration

Hold slide for KM content

Wetland Buffers – Proposed

Proposed Update

- Adjust habitat score groupings to three rankings: 3-5, 6-7, 8-9
- Ecology provided three BAS based buffer options
- Buffer modification options:
 - Strike reduction with enhancement
 - Retain buffer averaging
- Establish clear criteria for the two-tier buffer approach
 - Narrower (Reduced) buffer must meet certain criteria
 - Wider (Standard) buffer applies when that criteria is not met

Wetland Buffer Update – Current Code

Current wetland buffers apply habitat scores broken down into four value ranges: 3-4, 5, 6-7, 8-9.

Wetland Rating	Habitat Score and Buffer Width							
	Standard	Reduced	Standard	Reduced	Standard	Reduced	Standard	Reduced
	3-4		5		6-7		8-9	
Category I	100	75	140	105	220	165	300	225
Category II	100	75	140	105	220	165	300	225
Category III	80	60	140	105	220	165	N/A	N/A
Category IV	50	37.5	N/A					

Note: Current code allows buffer averaging and buffer reduction by 25% with enhancement.

Wetland Buffer Update – Option 1

Recommended 2022 Ecology Wetland Buffer Option 1.

Wetland Rating	Habitat Score and Buffer Width							
	Standard	Mitigated	Standard	Mitigated	Standard	Mitigated	Standard	Mitigated
	3-5		5		6-7		8-9	
Category I	100	75	Habitat score of 5 is now grouped with Low (3-4)		150	110	300	225
Category II	100	75			150	110	300	225
Category III	80	60			150	110	N/A	N/A
Category IV	40	40	N/A					

Habitat scores are grouped into 3 value ranges, Low, Medium and High.

Streams / Riparian Areas – GIS Analysis

Stream Type	Existing CAO (ft)	SPTH (ft)	Proposed Option (ft)
Type 1	100	100-231	150
Type 2	75	100-231	100
Type 3	50	100-231	100

Results	Existing CAO	SPTH	Proposed Option
Affected Parcels	77	109	90
Fully Encumbered (80-90%)	20	53	39

Stream Regulations

Stream Type	Current buffer (ft)	Recommended	
		Standard buffer (ft)	Increase d buffer (ft)
Type 1	100	150	200
Type 2	75	100	133
Type 3	50	100	133

Note: WDFW is supportive of the recommended buffer approach

Clyde Hill buffer approach is 125' for Stream 2 and 100 for all other streams

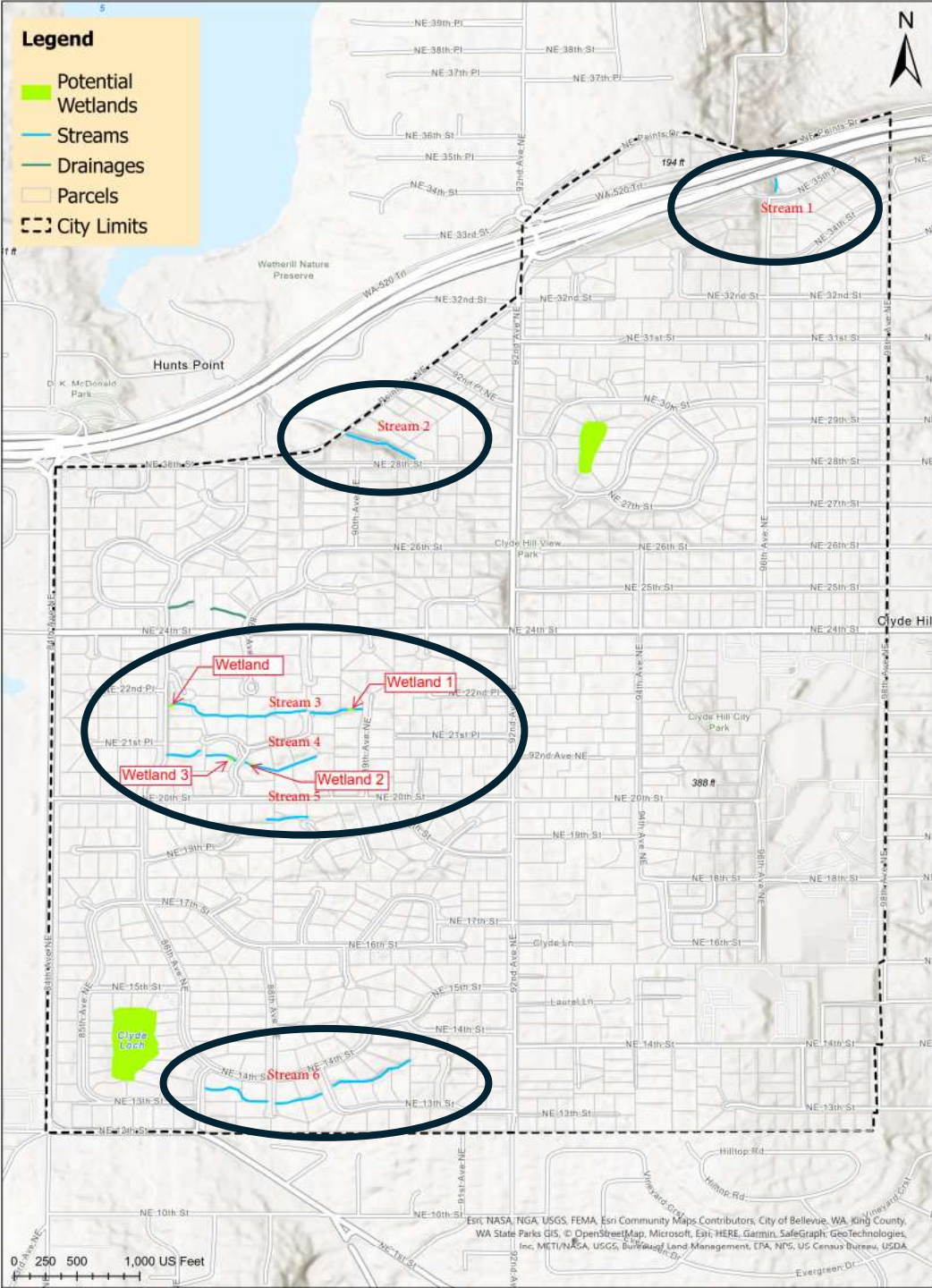
Recommended Buffers

Requirements for standard buffer widths:

- Native vegetation standards
- Planting plan if above is not met

Buffer modification options

- Buffer averaging retained, maximum reduction at any point is 25% of buffer assigned
- Buffer reduction removed, not supported by BAS
- Interrupted buffer standard



Clyde Hill Stream Buffer Approach

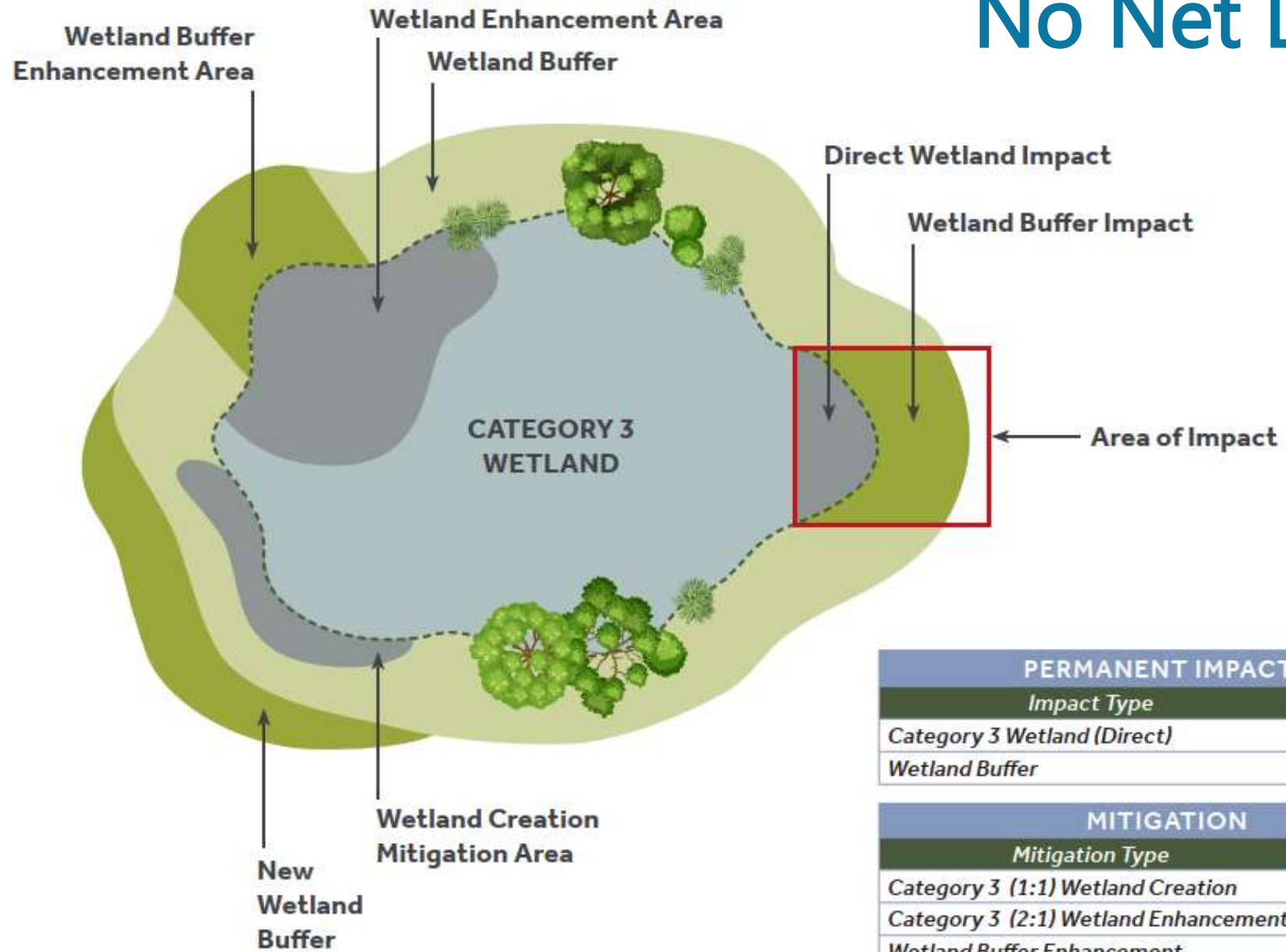
- **Stream Analysis:** No detailed study; buffers based on Comp Plan maps
- **Buffer Adjustments:** Increased from 75' to 100' per WDFW input; Stream 2 set at 125' for higher riparian value
- **Stream Typing:** No Type F streams likely; explains lack of WDFW comment on Stream 2
- **Future Work:** Post-CAO analysis planned, focused mainly on wetlands

Key Requirements

- Allows flexibility while maintaining total buffer area
- Minimum buffer width must be maintained
- Must provide equal or better ecological protection
- Can address site constraints or enhance function



No Net Loss Demonstration



PERMANENT IMPACTS	
Impact Type	Sq. ft.
Category 3 Wetland (Direct)	200
Wetland Buffer	600

MITIGATION	
Mitigation Type	Sq. ft.
Category 3 (1:1) Wetland Creation	200
Category 3 (2:1) Wetland Enhancement	400
Wetland Buffer Enhancement	600

CAO Update Timeline



THANK YOU

**Question
and Answer**

2025 City of Medina Park Tree Inventory

By Andy Crossett, City Arborist, ISA Certified Arborist

This is a summary of the completed Medina parks and wetlands tree inventory as was budgeted for 2025.

Overview

I completed an inventory of trees located in City of Medina parks and wetlands, identifying 1,321 trees representing 61 species. This project provides a clear picture of the City's public trees, their condition, and how they can be better managed and protected over time.

A “*significant tree*” means any tree 6 inches DBH or larger, measured 4.5 feet above ground. The inventory includes all significant trees and sub-6-inch trees that were newly planted by Public Works; naturally occurring volunteer trees under 6 inches were excluded.

Trees within street rights of way have not yet been inventoried. That work is planned for the second phase of this project in 2026.

Species Composition

The most common species found were:

- Douglas-fir – 302 trees
- Bigleaf maple – 237 trees
- Western redcedar – 184 trees

Other frequently observed native species include Oregon ash, black cottonwood, Pacific madrone, red alder, and Scouler's willow.

Tree Size Distribution

Tree sizes are weighted toward younger and mid-mature trees, indicating a healthy age range and strong future canopy potential:

- 8.8%: Greater than 30 inches DBH (legacy trees)
- 10.2%: 24–30 inches DBH
- 14.2%: 18–24 inches DBH
- 23.2%: 12–18 inches DBH
- 36.1%: 6–12 inches DBH
- 7.5%: 0–6 inches DBH (newly planted, non-volunteer trees)

Invasive Tree Species

Several non-native trees were identified in City parks and wetlands, including quaking aspen (*Populus tremuloides*), English holly (*Ilex aquifolium*), and black locust (*Robinia pseudoacacia*). These species are listed on the King County Noxious Weed List, which identifies plants that can spread aggressively and displace native species. Specifically, they are classified as “weeds of concern,” meaning that control is recommended but not required.

A total of 47 quaking aspen were found in the wetlands south of Medina Park. In this area, aspen is becoming the dominant canopy species, gradually replacing native cottonwood, alder, and willow. Aspen spreads through its roots, forming large colonies that make it difficult for native trees to grow.

Controlling aspen is challenging without targeted herbicide treatment, since cutting or digging the trees often causes new sprouts to form from the root system. Several heron nests were also observed in this stand, but they are no longer active. Any management work in this area should be timed carefully to avoid harming wildlife habitat and to restore a more natural wetland forest.

A long-term invasive tree management plan is recommended for this area. Efforts could include thinning or selective removal of aspen and replanting with native wetland species. Restoring a more balanced mix of native trees would strengthen wildlife habitat and improve long-term forest health.

Understory Vegetation

Invasive plants were also found in the understory (ground-level vegetation), especially in Fairweather Nature Reserve. The most common species were Himalayan blackberry (*Rubus armeniacus*) and English ivy (*Hedera helix*). Both are listed as Class C noxious weeds by King County.

Class C weeds are recognized by the State of Washington as harmful to the environment, but control is encouraged rather than required. The City of Medina can choose to manage these plants, especially in natural areas where they are spreading quickly.

Although removal is not mandatory, control is strongly recommended. Blackberry forms thick patches that block sunlight and crowd out native shrubs and young trees. English ivy is more damaging long term, as it covers native vegetation and climbs into tree canopies, where it can weaken or kill mature trees. Removing these invasive plants and replanting with native species such as salal, sword fern, and Oregon grape would help restore healthy groundcover and improve habitat.

Tree Health Summary

Overall, the trees in Medina's parks and wetlands are in good to excellent condition:

- 31.6% Excellent
- 39.8% Good
- 20.2% Fair
- 6.6% Poor
- 1.8% Dead

Trees in poor or dead condition were mostly in wetland areas, where natural cycles of growth and decay are expected. No widespread pests or diseases were observed.

Urban Forest Management and Next Steps

This inventory provides information needed to actively manage and care for its trees. Moving forward, the City may wish to:

- Manage invasive and declining trees, especially quaking aspen and English ivy.
- Replant in selected areas to maintain a diverse mix of native species that are long-lived and well suited to Medina's climate.
- Replace dead or dying trees as part of ongoing maintenance, rather than only responding when problems arise.
- Continue proactive care such as mulching, pruning, and routine monitoring.

If park and right-of-way trees are not managed regularly, long-term costs and safety risks can increase as tree conditions decline. Without active management, invasive species will continue to spread, and the City could lose important tree cover and habitat value.

The second phase of the tree inventory, focused on street rights of way and other public areas, is intended for 2026 pending City Council approval.

Coordination and Oversight

This inventory provides a strong starting point for coordinated management of Medina public trees. Public Works can use this data to plan and schedule maintenance in parks, wetlands, and open spaces in a more efficient and proactive way.

The information also supports better coordination between departments when making decisions about trees, from park maintenance to development review. Over time, this shared data can help guide consistent policies, track progress, and support long-term planning for both public and private trees.

TreePlotter and Public Access

All tree inventory data has been uploaded to a program called 'TreePlotter'. TreePlotter is the City's new online tree management tool. Once finalized, it will allow Council, staff, and the public to view tree locations, species, and condition data in real time.

To access TreePlotter, <https://pg-cloud.com/MedinaWA/>

October 2025 Permit Applications Received

Permit Type	Submitted Date	Permit Number	Total Valuation	Address
B-ADD/ALT	10/07/2025	B-25-065	\$25,000.00	2019 79th Ave NE
B-ADD/ALT	10/13/2025	B-25-068	\$15,000.00	3217 EVERGREEN POINT RD
B-ADD/ALT	10/14/2025	B-25-069	\$50,000.00	1049 84TH AVE NE
B-ADD/ALT	10/24/2025	B-25-074	\$1,300,000.00	8106 Overlake Dr W.
TOTAL B-ADD/ALT:	4		\$1,390,000.00	
B-GAS	10/17/2025	G-25-021		2232 78th Ave NE
B-GAS	10/22/2025	G-25-022		544 Upland Rd
B-GAS	10/29/2025	G-25-023		7900 NE 22ND ST
TOTAL B-GAS:	3		\$0.00	
B-GATE	10/08/2025	B-25-066	\$15,000.00	2307 Evergreen Pt Rd.
TOTAL B-GATE:	1		\$15,000.00	
B-MECHANICAL	10/13/2025	M-25-090	\$37,000.00	7930 NE 32nd St.
B-MECHANICAL	10/03/2025	M-25-085		2628 82nd Ave NE
B-MECHANICAL	10/06/2025	M-25-086		7741 Overlake Dr. W.
B-MECHANICAL	10/09/2025	M-25-087	\$40,000.00	2439 78TH AVE NE

B-MECHANICAL	10/09/2025	M-25-089		3224 78th PI NE
B-MECHANICAL	10/09/2025	M-25-088		2608 79th Ave NE
B-MECHANICAL	10/13/2025	M-25-091		3621 Evergreen Pt Rd.
B-MECHANICAL	10/16/2025	M-25-092		2547 Medina Cir
B-MECHANICAL	10/22/2025	M-25-094		2621 78th Ave NE
B-MECHANICAL	10/22/2025	M-25-095		2232 78th Ave NE
B-MECHANICAL	10/22/2025	M-25-093		544 Upland Rd
B-MECHANICAL	10/27/2025	M-25-096		544 Upland Rd
B-MECHANICAL	10/29/2025	M-25-097		2665 77th Ave NE
B-MECHANICAL	10/29/2025	M-25-098		7900 NE 22nd St.
TOTAL B-MECHANICAL:	14		\$77,000.00	
B-POOL/SPA	10/09/2025	B-25-067	\$175,000.00	3217 EVERGREEN POINT RD
B-POOL/SPA	10/15/2025	B-25-070	\$70,000.00	7871 NE 21ST ST
TOTAL B-POOL/SPA:	2		\$245,000.00	
B-ROOF	10/06/2025	B-25-064		2233 77TH AVE NE
B-ROOF	10/15/2025	B-25-071		3219 EVERGREEN POINT RD

B-ROOF	10/17/2025	B-25-072		2401 76TH AVE NE
TOTAL B-ROOF:	3		\$0.00	
B-TELE	10/17/2025	B-25-073	\$90,000.00	7800 NE 28TH ST
TOTAL B-TELE:	1		\$90,000.00	
CAP - CONSTRUCTION ACTIVITY PERMIT	10/08/2025	CAP-25-046		2019 79TH AVE NE
CAP - CONSTRUCTION ACTIVITY PERMIT	10/13/2025	CAP-25-047		3217 EVERGREEN POINT RD
CAP - CONSTRUCTION ACTIVITY PERMIT	10/28/2025	CAP-25-048		8106 OVERLAKE DR W
TOTAL CAP - CONSTRUCTION ACTIVITY PERMIT:	3		\$0.00	
ENG-GRADING/DRAINAGE	10/23/2025	ENG-GD-25-026	\$1,775,079.00	8718 Overlake Dr W
ENG-GRADING/DRAINAGE	10/28/2025	ENG-GD-25-027		8106 OVERLAKE DR W
TOTAL ENG-GRADING/DRAINAGE:	2		\$1,775,079.00	
P-MINOR DEVIATION	10/01/2025	P-25-047		2001 77TH AVE NE
P-MINOR DEVIATION	10/31/2025	P-25-051		7329 NE 18TH ST
TOTAL P-MINOR DEVIATION:	2		\$0.00	
P-NON ADMIN SPECIAL USE	10/17/2025	P-25-049		7871 NE 21ST ST
TOTAL P-NON ADMIN SPECIAL USE:	1		\$0.00	
P-NON ADMIN VARIANCE	10/17/2025	P-25-048		8398 NE 12TH ST

P-NON ADMIN VARIANCE	10/30/2025	P-25-050		7664 NE 14TH ST
TOTAL P-NON ADMIN VARIANCE:	2		\$0.00	
PW-RIGHT OF WAY	10/03/2025	PW-ROW-25-060		7719 NE 24th St.
PW-RIGHT OF WAY	10/27/2025	PW-ROW-25-063		2837 Evergreen Point Road
PW-RIGHT OF WAY	10/23/2025	PW-ROW-25-062		8718 Overlake Dr W
PW-RIGHT OF WAY	10/21/2025	PW-ROW-25-061		7804 NE 14TH ST
PW-RIGHT OF WAY	10/30/2025	PW-ROW-25-064		7657 NE 14th St.
TOTAL PW-RIGHT OF WAY:	5		\$0.00	
TREE-ADMIN ROW TREE REMOVAL	10/23/2025	TREE-25-068		8718 Overlake Dr W
TREE-ADMIN ROW TREE REMOVAL	10/29/2025	TREE-25-070		7844 NE 10TH ST
TOTAL TREE-ADMIN ROW TREE REMOVAL:	2		\$0.00	
TREE-HAZARD EVALUATION	10/21/2025	TREE-25-066		2535 MEDINA CIR
TOTAL TREE-HAZARD EVALUATION:	1		\$0.00	
TREE-PERFORMANCE	10/02/2025	TREE-25-063		2001 77TH AVE NE
TOTAL TREE-PERFORMANCE:	1		\$0.00	
TREE-RESTORATION	10/08/2025	TREE-25-064		3226 78TH PL NE
TREE-RESTORATION	10/30/2025	TREE-25-071		1637 77TH AVE NE

TOTAL TREE-RESTORATION:	2		\$0.00	
TREE-WITH BUILDING/DEVELOPMENT	10/13/2025	TREE-25-065		7657 NE 14TH ST
TREE-WITH BUILDING/DEVELOPMENT	10/01/2025	TREE-25-062		2001 77TH AVE NE
TREE-WITH BUILDING/DEVELOPMENT	10/23/2025	TREE-25-067		8718 Overlake Dr W
TREE-WITH BUILDING/DEVELOPMENT	10/28/2025	TREE-25-069		8106 OVERLAKE DR W
TOTAL TREE-WITH BUILDING/DEVELOPMENT:	4		\$0.00	
Total # of Permits	53		\$3,592,079.00	



October 2025 Issued Permits

Page 1 of 1

Report run on: 11/03/2025

Construction Value:	October 2025	October 2024	2025	2024 YTM	Difference
Accessory Structure	-	-	\$30,000.00	-	\$30,000.00
Addition / Alteration	\$250,000.00	\$5,130,912.00	\$10,841,871.42	\$16,871,034.33	(\$6,029,162.91)
Fence / Wall	\$15,000.00	\$5,500.00	\$290,937.66	\$619,213.16	(\$328,275.50)
New Construction	\$6,119,380.00	\$2,808,674.00	\$10,935,767.10	\$42,128,510.75	\$31,192,743.65
Repair / Replace	-	-	-	-	\$0.00
Wireless Comm. Facility	-	-	\$30,000.00	-	\$30,000.00
Total Value:	\$6,384,380.00	\$7,945,086.00	\$22,128,576.18	\$59,618,758.24	\$37,490,182.06
Permits Issued:	October 2025	October 2024	2025 YTM	2024 YTM	Difference
New Construction	3	1	5	16	(11)
Permit Extension	9	4	40	31	9
Accessory Structure	-	-	1	-	1
Addition / Alteration	1	6	20	25	(5)
Construction Activity Permit	4	9	40	46	(6)
Demolition	3	1	6	14	(8)
Fence / Wall	1	1	15	13	2
Grading / Drainage	3	9	16	31	(15)
Mechanical	12	5	90	87	3
Other - Moving	-	-	-	-	0
Plumbing / Gas	3	11	52	69	(17)
Repair / Replace	-	-	-	-	0
Reroof	-	-	-	-	0
Right of Way Use	4	6	54	82	(28)
Tree Mitigation	5	12	40	57	(17)
Wireless Comm. Facility	-	-	1	-	1
Total Permits:	48	65	380	471	(91)
Inspections:	October 2025	October 2024	2025 YTM	2024 YTM	Difference
Building	98	110	877	967	(90)
Engineering/Other	33	31	187	213	(26)
	6	8	39	46	(7)
Tree	1	4	32	55	(23)
Total Inspections:	138	153	1,135	1,281	(146)



CITY OF MEDINA

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

Date: November 10th, 2025
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Ryan Wagner, Finance & HR Director
Subject: 2025 October Financial Report

The 2025 report includes:

- October Key Revenue and Expenditures:
- Potential 2025 Budget Amendment Items
- October Cash Statement
- October Financial Summary
- October 2025 AP Check Register Activity Detail

October Key Revenue

- \$895K Property Taxes
- \$327K Local Sales and Use Tax
- \$322K Utility and Franchise Fees
- \$125K REET – Retail Excise Tax (September Sales)
- \$79K Building Permit Revenue
- \$44K Investment Earnings

October Key Expenditures

- \$38K Inslee Best – August and September City Attorney Costs
- \$35K Facet – Critical Area Ordinance Update
- \$23K TIG – September IT Services, and Firewall Renewal
- \$13K CivicPlus, LLC – Website Upgrade and Renewal
- \$13K Gray and Osborne – Various Projects
- \$10K Mahoney Planning – September Planning Current

2025 Potential Budget Amendment Items

1) City Manager Recruitment - \$25K For GMP

In January of this year, City Manager Burns announced his retirement after over 10 years working for the City of Medina. The City has signed a contract with the recruiting firm GMP Consultants, totaling \$19,500. With advertising, background and travel costs, the total expense was \$25,156.13. An additional \$27,657.50 has been spent through June to our City Attorney's office for the recruitment process.

2) City Manager Cashout - \$46K

Per Medina policy, found within the Employee Handbook, the City Manager was cashed out all unused vacation time upon departure. After 10 years of service with the City, the City Manager was also eligible for a cashout of 25% of all accrued sick time up to 180 hours.

3) Teamsters CBA Contract - \$25K Estimate

The Teamsters collective bargaining agreements for the Clerical and Public Works Unions were approved by the Council during the March 10th meeting. The estimated cost increase over the 2025 budget is \$25K. While the negotiated increase to salary and longevity are set, the "estimate" comes from potential budget impacts to overtime and on call rates.

4) Critical Area Review - \$100K Estimate

2025 Cash Position and Investment Summary

<u>2025 Cash Balance, 9/30/25</u>		<u>2025 Cash Balance, 10/31/2025</u>	
<u>TOTAL CASH & INVESTMENTS</u>		<u>TOTAL CASH & INVESTMENTS</u>	
Period Ending: 9/30/25		Period Ending: 10/31/2025	
WA ST INV POOL	\$ 12,337,158	WA ST INV POOL	\$ 12,731,897
OTHER INVESTMENTS*	4,790,922	OTHER INVESTMENTS*	4,790,922
CHECKING	443,152	CHECKING	1,340,778
	\$ 17,571,232		\$ 18,863,597
		Outstanding Checks	\$185,462
			<u>\$ 18,678,135</u>

<u>\$1M bond (Dec 2024)</u>
5/15/2028
<u>\$500K bond (June 2022)</u>
12/31/2025
<u>\$1.15M bond (Jan 2023)</u>
6/30/2026
<u>\$500K bond (May 2025)</u>
3/1/2029
<u>\$1M bond (Aug 2024)</u>
7/8/2027
<u>\$1M bond (Nov 2024)</u>
11/15/2027

October 2025 Financial Summary

REVENUES:	OCT ACTUAL	YTD ACTUAL	2025 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Property Tax	\$894,873	\$3,573,979	\$4,608,359	77.55%	\$1,034,380
Sales Tax	\$327,399	\$1,744,215	\$1,964,450	88.79%	\$220,235
Affordable & Sup. Housing	\$2,886	\$7,352	\$0	--	(\$7,352)
Criminal Justice	\$8,924	\$86,614	\$111,099	77.96%	\$24,485
B & O Tax: Utility & Franchise Fee	\$321,673	\$1,218,511	\$978,219	124.56%	(\$240,292)
Leasehold Excise Tax	(\$3,780)	(\$3,780)	\$2,000	-189.00%	\$5,780
General Government (includes Hunts Point)	\$6,479	\$381,891	\$406,868	93.86%	\$24,977
Passports, General Licenses & Permits	\$36	\$1,404	\$5,900	23.80%	\$4,496
Fines, Penalties, Traffic Infr.	\$4,000	\$35,697	\$18,000	198.32%	(\$17,697)
Misc. Invest. Facility Leases	\$22,281	\$394,293	\$262,166	150.40%	(\$132,127)
Disposition of Capital Assets	\$0	\$982	\$0	--	(\$982)
General Fund Total	\$1,584,772	\$7,441,157	\$8,357,061	89.04%	\$915,904
Development Services Fund Total	\$127,191	\$664,732	\$915,500	72.61%	\$250,767.51
Development Services Fund Transfers In from GF	\$0	\$0	\$0	--	\$0.00
Street Fund Total	\$4,934	\$174,689	\$118,085	147.93%	\$90,446
Street Fund Transfers In	\$45,000	\$450,000	\$540,000	83.33%	\$200,764
Tree Fund Total	\$0	\$21,000	\$3,075	682.93%	(\$17,925)
Contingency Fund Total	\$0	\$0	\$0	0.00%	\$0
Capital Fund Total	\$154,674	\$2,136,515	\$1,535,000	139.19%	(\$601,515)
Levy Stabilization Fund Total	\$0	\$0	\$0	--	\$0
Levy Fund Transfers In GF	\$23,750	\$237,500	\$285,000	83.33%	\$47,500
NonRevenue Trust Funds Total	(\$530)	\$32,432	\$0	--	(\$32,432)
Master Investments Total	\$0	\$2,000,000	\$0	--	(\$2,000,000)
Total (All Funds)	\$1,871,040	\$10,470,525	\$10,928,721	95.81%	\$458,196
Total (All Funds) Transfers In	\$68,750	\$687,500	\$825,000	83.33%	\$137,500

EXPENDITURES:	OCT ACTUAL	YTD ACTUAL	2025 ANNUAL BUDGET	% of Budget Total	REMAINING BUDGET
General Fund					
Legislative	\$703	\$57,323	\$83,000	69.06%	\$25,677
Municipal Court	\$3,856	\$30,351	\$15,000	202.34%	(\$15,351)
Executive	\$26,777	\$360,311	\$308,736	116.71%	(\$51,575)
Finance	\$34,816	\$524,706	\$614,051	85.45%	\$89,345
Legal	\$48,527	\$389,551	\$468,000	83.24%	\$78,449
Central Services	\$98,058	\$939,616	\$1,186,277	79.21%	\$246,661
Police Operations	\$216,839	\$2,294,719	\$2,931,655	78.27%	\$636,936
Fire & Medical Aid	\$0	\$497,356	\$950,544	52.32%	\$453,188
Public Housing, Environmental & Mental Health Fees	\$0	\$27,140	\$55,966	48.49%	\$28,826
Recreational Services	\$0	\$36,953	\$48,500	76.19%	\$11,547
Long Range Planning	\$35,827	\$220,563	\$315,222	69.97%	\$94,659
Parks	\$49,954	\$520,598	\$630,355	82.59%	\$109,757
General Fund Subtotal	\$515,357	\$5,899,188	\$7,607,306	77.55%	\$1,708,118
General Fund Transfers Out	\$60,417	\$604,167	\$725,000	83.33%	\$120,833
General Fund Total	\$575,774	\$6,503,354	\$8,332,306	78.05%	\$1,828,952
Development Services Fund Total	\$84,235	\$941,037	\$1,208,063	77.90%	\$267,026
City Street Fund Total	\$41,548	\$428,098	\$647,696	66.10%	\$219,598
Tree Fund Total	\$0	\$320	\$30,000	1.07%	\$29,680
Capital Fund Total	\$3,994	\$400,034	\$750,000	53.34%	\$349,966
Capital Fund Transfers Out	\$8,333	\$83,333	\$100,000	83.33%	\$16,667
NonRevenue Trust Funds Total	\$10,979	\$32,371	\$0	0.00%	(\$32,371)
Master Investments Total	\$0	\$1,978,518	\$0	0.00%	(\$1,978,518)
Total (All Funds)	\$656,113	\$9,679,565	\$10,243,065	94.50%	\$563,500
Total (All Funds) Transfers Out	\$68,750	\$687,500	\$825,000	83.33%	\$137,500



CITY OF MEDINA

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

Date: November 10, 2025
To: Honorable Mayor and City Council
Via: Jeff Swanson, City Manager
From: Dawn Nations, Acting City Clerk
Subject: Central Services Department Monthly Report

NOVEMBER AND DECEMBER PUBLIC MEETINGS AND EVENTS

Event	Date	Time	Location
City Council Meeting	Nov. 10	5:00 pm	In-Person/Online
City Hall Closed – Veterans Day	Nov. 11		
Park Board Meeting	Nov. 17	5:00 pm	In-Person/Online
Planning Commission Meeting	Nov. 18	6:00 pm	In-Person/Online
City Council Special Meeting	Nov. 19	5:00 pm	In-Person/Online
City Hall Closed – Thanksgiving Holiday	Nov. 27		
City Hall Closed – Day after Thanksgiving	Nov. 28		
City Council Meeting	Dec. 8	5:00 pm	In-Person/Online
Annual Medina Team Appreciation Luncheon	Dec. 11	12-2:00 pm	Overlake Golf & Country Club
Christmas Ships Event	Dec. 22	5:30 pm	Medina Beach Park

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

COMMUNICATION TO OUR COMMUNITY

E-Notice Program: In October 2025 the city sent 26 bulletins to 216,028 recipients.

RECORDS REQUESTS

During the month of October 21 public records requests were received by Central Services. See **Attachment 1**.

EVENT DETAILS

The annual Medina Team Appreciation Luncheon will be on Thursday, December 11, 2025, at Overlake Golf and Country Club from 12:00 PM to 2:00 PM. This is a special event to express our gratitude to staff and volunteers for their continued hard work and dedication to Medina. We will also be honoring our outgoing Councilmember Mac Johnston (2022-2025) and past Councilmember Jennifer Garone (2018-2024) for their years of service to our community by serving on the Medina City Council. We extend our

sincere appreciation for their contributions to the city.

Annual Christmas Ships Event will be on Monday, December 22, 2025, at 5:30 PM at Medina Beach Park. This event is organized by the Medina Park Board. Event details will be updated on the website.

**ATTACHMENT 1**

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

DATE: November 10, 2025

TO: Mayor and City Council

From: Dawn Nations, Acting City Clerk

Subject: October 2025, Public Records Request Tracking

In October 2025, Central Services staff received **21** new public records requests. These requests required approximately **10 hours** of Central Services and Development Services staff time and **0 hours** of consulting time with the City Attorney. The overall October cost, which includes staff hourly rate plus benefits and City Attorney fees, is approximately **\$900**.

In addition, the police department receives public records requests specific to police business that require records research and information distribution. In October 2025, the Police Department received **13** new records requests. These requests required approximately **9.5 hours** of staff time and **0 hours** of consulting time with the City Attorney. The overall October cost, which includes staff hourly rate plus benefits, is approximately **\$700**. The requests are from outside law enforcement agencies, insurance carriers, the public and persons involved in the incidents.

ATTACHMENT 1**October 2025 Monthly PRR Report**

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
25-232	Property records for 1546 79th Place NE, Medina, WA 98039. Floor Plans, Site Plans, Building documents, and Surveys	Showmya Anne Wilfred	10/29/2025	DS	Dawn Nations
25-231	I am requesting the architectural plans for the building located at 8467 Midland Road, Medina WA 98039.	Heng Song	10/28/2025	DS	Dawn Nations
25-228	We are in the process of applying for a permit for a generator install. We need to mark the location on a site plan. I was hoping that you had a plot plan on file that would make it easy for us to mark the exact location for your approval. The address is: 544 Upland Rd Medina, Wa 98039 Thanks for your help!	Jon Bate	10/28/2025	DS	Dawn Nations

ATTACHMENT 1

Regarding Permit application CAP-25-032, I'm requesting the Geotech report, contact (should be in the report), and any other public records for this project at the water's edge of 2227 Evergreen Point Rd., Medina, WA. 98039, as it may affect our critical area slope, per Medina Municipal Code warnings, and is right next to my home, one of the two homes on either side of this project, at the bottom of tram, 199' in length, down a critical landslide hazard area steep slope. Yesterday I sent this to Development Services, unable to attach the following, so sending again to City Clerk/Manager as I attach: 1) Construction Activity Permit site map for this scope of work 2) Medina Municipal Code 16.50 (Critical Areas) 3) King County's iMap (our Geotech showing steep area) 4) Construction Activity Permit Notice of Application and Open House, listing the applicant's project agent, Chelsea Molnar's contact: cmolnar@skbarchitects.com and 206-903-0575 5) picture of corner of our home and 2227's dock and boat from the water (as we await permit to reinforce rocks to prevent erosion this side) On King County's iMap, our Geotech has indicated the area of the Steep Slope/Landslide Hazard area, of our property at 2237 Evergreen Point Rd., Medina, WA 98039. This area measures approximately 127 feet in the east-west direction. The elevation change between the top of the steep slope (elevation = 145 feet) and toe of the steep slope (elevation = 35 feet) is 110 feet. If you take rise (110 feet) over run (127 feet) you get a slope inclination of 87% or 41 degrees. For reference, a 100% slope is a 45-degree slope. This slope is so steep, that it was impossible for our Geotech to walk or even stand on it without the assistance of a walking pole or similar device. Our Geotech has seen localized areas on the slope that are even steeper, in some places being near-vertical. These are areas of previous landslides. This bluff is very active with historic and recent landslides both on our property and throughout the entire Medina area. Under current Medina Municipal Code (MMC), section 16.50.090.E.2.a, the minimum buffer allowed from the top and bottom of the steep slope is 50 feet or the height of the slope (110 feet), whichever is greater. Our Geotech indicated, this prescriptive buffer would extend from the shore of Lake Washington to the east end of the narrow "leg" (shared private drive with 2227) of

25-226	DEBBIE				Dawn
	MARKEZICH	10/24/2025	DS		Nations

ATTACHMENT 1

Regarding Permit application CAP-25-032, I'm requesting the Geotech report, contact (should be in the report), and any other public records for this project at the water's edge of 2227 Evergreen Point Rd., Medina, WA. 98039, as it may affect our critical area slope, per Medina Municipal Code warnings, and is right next to my home, one of the two homes on either side of this project at the bottom of tram, 199' in length, down a critical landslide hazard area steep slope. I'd like to attach a few things but this site won't let me. They are: 1) the Construction Activity Permit site map for this scope of work 2) Medina Municipal Code 16.50 (Critical Areas) 3) King County's iMap 4) Construction Activity Permit Notice of Application and Open House, listing the applicant's project agent, Chelsea Molnar's contact: cmolnar@skbarchitects.com and 206-903-0575 5) picture of our home from the water, showing rocks to be reinforced as waves have crashed causing erosion. On King County's iMap, our Geotech has indicated the area of the Steep Slope/Landslide Hazard area, of our property at 2237 Evergreen Point Rd., Medina, WA 98039. This area measures approximately 127 feet in the east-west direction. The elevation change between the top of the steep slope (elevation = 145 feet) and toe of the steep slope (elevation = 35 feet) is 110 feet. If you take rise (110 feet) over run (127 feet) you get a slope inclination of 87% or 41 degrees. For reference, a 100% slope is a 45-degree slope. This slope is so steep, that it was impossible for our Geotech to walk or even stand on it without the assistance of a walking pole or similar device. Our Geotech has seen localized areas on the slope that are even steeper, in some places being near-vertical. These are areas of previous landslides. This bluff is very active with historic and recent landslides both on our property and throughout the entire Medina area. Under current Medina Municipal Code (MMC), section 16.50.090.E.2.a, the minimum buffer allowed from the top and bottom of the steep slope is 50 feet or the height of the slope (110 feet), whichever is greater. Our Geotech indicated, this prescriptive buffer would extend from the shore of Lake Washington to the east end of the narrow "leg" of our property (2237 Evergreen Point Rd., which is next to 2227's waterfront where they hope to build), essentially making the lot undevelopable. Section 16.5.090.E.2.a.ii would allow the buffer to be

DEBBIE
MARKEZICH 10/23/2025 DS Dawn
Nations

We are looking for all new residential construction permits for the city of Medina. This should not include any rebuilds, additions, or renovations. Strictly, new construction. The time frame is permits requested in the last 12 months. If it needs to be narrowed down, then as far out as possible. 9 months then 6 months.

25-223 Debbie Veals 10/21/2025 DS Dawn
Nations

ATTACHMENT 1

25-222	I would like a copy of the final approved Administrative Tree Activity Permit and other related Tree Activity permits or documentation related to proposed new construction located at 7649 NE 14th Street Medina, WA	BRENT JACKSON	10/20/2025	DS	Dawn Nations
25-221	Submitted permit application and drawings for CAP-25-043, 3409 Evergreen Point Road. Please include all associated permit documents (grading, trees, etc.)	Nevet Basker	10/20/2025	DS	Dawn Nations
25-220	Hello, I'd like to request the building and structural plans for 444 OVERLAKE DR E / 383550-2356. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	Central Services	Dawn Nations
25-219	Hello, I'd like to request the building and structural plans for 8845 OVERLAKE DR W / 644730-0050. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	Central Services	Dawn Nations
25-218	Hello, I'd like to request the building and structural plans for 2019 EVERGREEN POINT RD / 920890-0056. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	Central Services	Dawn Nations
25-217	Hello, I'd like to request the building and structural plans for 2033 EVERGREEN POINT RD / 920890-0051. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	DS	Dawn Nations
25-216	Hello, I'd like to request the building and structural plans for 2057 EVERGREEN POINT RD / 920890-0040. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	Central Services	Dawn Nations
25-215	Hello, I'd like to request the building and structural plans for 2203 Evergreen Point Rd / 920890-0037. Specifically, plans, permits, documentation, and Department of Ecology approvals for the tram/cable lift on the property. Thank you. Best, Brent	Brent Huntley	10/15/2025	Central Services	Dawn Nations
25-214	I am requesting all records / drawings for as-built onsite stormwater and sewer lines for 2665 Evergreen Point Rd. Medina, WA.	Dan Wozniak Dan Wozniak	10/14/2025	DS	Dawn Nations

ATTACHMENT 1

25-211	I'm the buyer's agent, Sophie. My client is about to make an offer on 1546 79th Place NE, Medina, WA 98039. Before proceeding, we'd like to verify some property details. We saw in the seller's Form 17 property disclosure that it says: "1993 Enclosed patio between house and garage to create a playroom and office addition and storage room off garage bay." We'd like to ask whether this remodel was done with proper permits, and whether this area has been included in the total living area of 4,070 square feet for the house. Thank you!	Dongmei Nian	10/13/2025	DS	Dawn Nations
25-209	Requesting a report of all issued and pending building permits for residential & commercial properties from 9/1/2025 to 9/30/2025. Report to include if possible: permit number, issue date, site addresses, valuation of project, description of work, contractor information and owner name. If a report is unavailable, then copies of the original permits would be more than adequate.	Braden Mineer	10/10/2025	DS	Dawn Nations
25-206	Please send me all issued permits in regards to the dock/pier located at 3263 Evergreen Point Rd going back in time as far as possible. Please forward a copy of permit number 4171 which was issued on 3/14/2001.	Evan Wehr	10/7/2025	DS	Dawn Nations
25-205	B-24-012 Plans to remodel , how they will be rebuilding , -	Mette Naness	10/6/2025	DS	Dawn Nations
25-204	Subject: Shared dock located at 3261 & 3263 Evergreen Pt Rd. I need the dock permit and any plans or drawings associated with permit #4171 issued on 3/14/2001 Type: Accessory New Description: McCallum and Easton repair pier moorage Reviewed: 6/3/2002 I would like the review files from 6/3/2002 and any drawings or documents supplied to obtain the permit issued 3/14/2001. Also any texts, emails, videos or communication regarding the dock, dock condition, size of dock, when dock was built. Essentially anything pertaining to the dock. This permit was also issued for 3261 Evergreen Pt Rd as it is a shared dock. Thanks	David Martin	10/6/2025	DS	Dawn Nations
25-199	PERMITS AND PLANS FOR 7652 NE 12th St Medina, WA	ENFORT HOMES	10/1/2025	DS	Dawn Nations



CITY OF MEDINA

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

Date: November 10, 2025
To: Honorable Mayor and City Council
Via: Jeff Swanson, Interim City Manager
From: Ryan Osada, Public Works Director
Subject: Public Works Monthly Report

- 1. 87TH AVE NE OVERLAY PROJECT** – Lakeside Industries recently completed the 87th Avenue NE Overlay Project, providing a new asphalt wearing surface to enhance durability and rideability. These improvements extend the service life of the roadways and enhance the look of the community. This project included pavement repairs, grinding, resurfacing, utility adjustments, and erosion control measures successfully completed on schedule and on budget.



- 2. CITY HALL INTERIOR PAINTING PROJECT** – The City Hall interior painting project is currently underway and is expected to be completed by December 5, 2025. During the week of Thanksgiving (November 24–28, 2025), the public lobby will be closed to allow the contractor to complete work. City staff will be available by appointment only during this time. No other areas of City Hall are affected, and normal operations in the lobby are expected to resume following project completion.



3. **OCTOBER WINDSTORM** – On October 26, 2025, a powerful windstorm with heavy rain impacted the Puget Sound region, downing trees and power lines and causing widespread power outages. In the City of Medina, several trees fell, blocking NE 24th Street and Overlake Drive, and many residents experienced power outages particularly in the Northpoint neighborhood. The storm was fueled by an incoming atmospheric river, leading to high wind warnings and severe weather alerts across the region. Police and Public Works responded promptly to clear roadways and ensure public safety.



4. **PUBLIC WORKS MAINTENANCE** – Last month, Public Works staff focused on preparing for the City Hall Interior Painting project, performing surface patching, sanding, and texturing. They also coordinated cleanup following the recent windstorm by removing debris, addressing minor tree damage and organized street sweeping. Additionally, Public Works continued roadside vegetation management, trimming overgrown shrubs and trees and clearing brush to maintain sightlines, support pedestrian safety and ensure safe vehicle travel.



5. PROJECT UPDATES -

Medina Beach Park Tree Replanting – Phase III tree planting

2024 Localized Stormwater Imp_NE 2nd PI, 78th PL NE, 82nd Ave NE, PO – All locations complete except 78th PI NE which is still waiting for gas relocation.

SROF_Medina Park Stormwater Pond Imp. – permit application with WDFW

Citywide Stormwater System Mapping & Evaluation – Drainage easement analysis

City Hall & Post Office Exterior Painting – completed

2025 Hazardous Tree Removal – as needed

Points Loop Trail Signs – in progress

87th Ave NE_86th Ave NE to NE 10th St Overlay – completed

Evergreen Point Rd Sidewalk Improvements_NE 12th to NE 16th St – postponed

Tennis Court Fence Rehabilitation – Schedule to start Nov 3rd

2025 Stormwater Improvements – TBD

City Hall Interior Painting – in progress

Public Works Carport Canopy – design

2025 PROPOSED PROJECT LIST	START DATE	DURATION	GRANT FUNDS	TOTAL COST	CITY COST
STREETS:					
87th Ave NE - 86th Ave NE to NE 10th ST	Oct-25	1 week	\$ -	\$ 129,000.00	\$ 129,000.00
SIDEWALK:					
Resurface Gravel Sidewalk OLDr & Points Loop Trail	TBD	2 weeks	\$ -	\$ 50,000.00	\$ 50,000.00
PARKS:					
Medina Park & Fairweather Tennis Court Resurfacing	Jun-25	3 weeks	\$ 37,644.32	\$ 37,644.32	\$ -
Medina Tennis Court Fence Rehabilitation	Oct-25	2 weeks	\$ 24,000.00	\$ 24,000.00	\$ -
Fairweather Invasive Species Removal - Goats	Aug-25	3 weeks	\$ -	\$ 15,000.00	\$ 15,000.00
Medina Beach Park Tree Planting	TBD	2 days	\$ -	\$ 5,000.00	\$ 5,000.00
STORMWATER:					
2025 Localized Improvements	Aug-25	3 weeks	\$ -	\$ 250,000.00	\$ 250,000.00
2025 Medina Park North Pond Vegetation Removal	2025	4 weeks	\$ 200,000.00	\$ 200,000.00	\$ -
Citywide Stormwater System Mapping & Evaluation	2025	TBD	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
BUILDING:					
City Hall Interior Painting	Oct-25	2 weeks	\$ -	\$ 33,000.00	\$ 33,000.00
Public Works Canopy / Carport	TBD	2 weeks	\$ -	\$ 50,000.00	\$ 50,000.00
City Hall & Post Office Exterior Painting	Oct-25	3 weeks	\$ -	\$ 35,390.00	\$ 35,390.00
OTHER:					
Points Loop Trail Sign	2024	NA	\$ -	\$ 10,000.00	\$ 10,000.00
2025 Hazardous Tree Removal Program	2025	NA	\$ -	\$ 25,000.00	\$ 25,000.00

*UPDATED 11/4/2025

TOTALS

\$ 311,644.32	\$ 914,034.32	\$ 652,390.00
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October 2025 Check Register

Vendor	Invoice Number	Expense Notes	Invoice Amount	Check Number	Check Date	Account Number	Account Description
8X8, Inc.	5237814	CH Phones	\$925.09	67118	10/14/2025	001-000-000-518-80-41-50	Technical Services, Software Services
			\$925.09				
911 Supply Inc	INV-2-56415	Uniform-Halverson	\$154.29	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56380	PD Patches	\$472.52	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56377	PD Uniforms	\$22.04	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56378	PD Uniform	\$35.26	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56414	Uniform-Martin	\$63.92	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56379	Uniform-Abbott	\$20.38	67168	10/29/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56073	Uniform-Abbott	\$81.54	67119	10/14/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56103	PD Patches	\$290.92	67119	10/14/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56075	Radio Pouches	\$228.12	67119	10/14/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56074	Uniform- Martin	\$352.60	67119	10/14/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56141	Vest-Sass	\$1,477.79	67119	10/14/2025	001-000-000-521-20-22-01	DOJ Bullet Proof Vest Program
911 Supply Inc	INV-2-56137	Vest-Abbott	\$1,948.90	67119	10/14/2025	001-000-000-521-20-22-01	DOJ Bullet Proof Vest Program
911 Supply Inc	INV-2-56235	PD Uniform Patches	\$96.98	67148	10/21/2025	001-000-000-521-20-22-00	Uniforms
911 Supply Inc	INV-2-56234	PD Uniform Patches	\$185.14	67148	10/21/2025	001-000-000-521-20-22-00	Uniforms
			\$5,430.40				
ADP, Inc.	Oct 2025 ADP Fees	Oct 2025 ADP Fees	\$2,797.75	20250855	10/31/2025	001-000-000-514-20-41-01	Professional Services
ADP, Inc.	Invoice - 10/13/2025 11:50:58 AM	August Payroll Services	\$2,797.75	67147	10/14/2025	001-000-000-514-20-41-01	Professional Services
			\$5,595.50				
Alexander Gow Fire Equipment Co.	C-045728	Annual Fire Inspection	\$6,937.10	67149	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$6,937.10				
Amazon Capital Services	1LVF-741C-CFPL	PD Office Supplies	\$37.36	67094	10/2/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1HT1-1HRN-HC10	PD Office Supplies	(\$15.42)	67094	10/2/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1NGK-6HFF-9WK6	Men's uniform shoes	\$99.17	67169	10/29/2025	001-000-000-521-20-22-00	Uniforms
Amazon Capital Services	1L46-Y49N-6DGT	Lights-PD Breakroom	\$62.27	67169	10/29/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	Unapplied Cash	PD Office Supplies	(\$60.60)	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1WPW-TPR1-G3HH	PD Office Supplies	(\$15.42)	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1XX1-TD46-C6XK	PD Office Supplies	\$142.85	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1NVN-34XJ-4KH3	Mens restroom PD	\$682.74	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	16HG-WTRY-HFP3	PD Office Supplies	(\$15.42)	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1TCY-NJ9V-DGMM	Mens restroom PD	\$108.54	67120	10/14/2025	001-000-000-521-20-31-00	Office Supplies
Amazon Capital Services	1PMM-PXMQ-K3PW	Credit Memo, Mag Pouch	(\$217.79)	67120	10/14/2025	001-000-000-521-20-31-40	Police Operating Supplies
			\$808.28				
AT&T Mobility	2872287975246X10272025	PD Cell phones	\$2,436.11	67170	10/29/2025	001-000-000-521-20-42-00	Communications (phone,Pager)
AT&T Mobility	2872287975246X09272025	PD Cell Phones	\$2,275.61	67121	10/14/2025	001-000-000-521-20-42-00	Communications (phone,Pager)
			\$4,711.72				
AV Capture All, Inc.	3156	Annual council, boards, commission meeting recording software	\$3,303.00	67150	10/21/2025	001-000-000-518-80-41-60	Software Services
			\$3,303.00				
Axon Enterprise, Inc.	INUS387927	PD Holster	\$94.77	67151	10/21/2025	001-000-000-521-20-31-40	Police Operating Supplies
			\$94.77				
Bellevue City Treasurer - Water	Service from 6/26/25 to 8/27/2025 8401 Overlake Dr	View Pt Water	\$1,670.54	67122	10/14/2025	001-000-000-576-80-47-00	Utilities
Bellevue City Treasurer - Water	Service from 6/20/25 to 8/21/25 100 84th Ave NE	View Pt Water	\$81.61	67122	10/14/2025	001-000-000-576-80-47-00	Utilities
			\$1,752.15				
Bellevue, City of	53652	2025 Bellevue Cares	\$1,698.65	67171	10/29/2025	001-000-000-521-20-41-41	Bellevue CARE program
			\$1,698.65				
Bendiksen & Ball Polygraph	MPD2	Polygrpah-Bingcang	\$331.80	67172	10/29/2025	001-000-000-521-20-41-50	Recruitment-Background
			\$331.80				
Buenavista Services, Inc	12965	Summer Cleaning Schedule Aug 2025	\$2,422.87	67152	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	12882	CH & PO Janitorial Svcs	\$1,852.50	67152	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	12881	Janitorial Svcs Parks	\$1,053.29	67152	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg

Buenavista Services, Inc	12964	Summer Cleaning Schedule Jul 2025	\$1,958.00	67152	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Buenavista Services, Inc	12963	Summer Cleaning Schedule Jun 2025	\$1,384.50	67152	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$8,671.16				
Cedar Grove Composting Inc	0000888943	Topsoil	\$957.36	67153	10/21/2025	001-000-000-576-80-31-00	Operating Supplies
			\$957.36				
Centurylink	Services from 10/18/25-11/17/25 425-637-3933	PD/CH Emergency Lines	\$225.26	67173	10/29/2025	001-000-000-521-20-42-00	Communications (phone,Pagers)
Centurylink	Services from 9/18/25-10/17/25 425-637-	PD/CH Emergency Lines	\$222.17	67123	10/14/2025	001-000-000-521-20-42-00	Communications (phone,Pagers)
			\$447.43				
CivicPlus, LLC	353664	Annual Website Renewal	\$13,112.54	67174	10/29/2025	001-000-000-518-80-41-60	Software Services
			\$13,112.54				
Coffman Engineers	24120931	Mechanical Equipment Sound Testing	\$315.00	67175	10/29/2025	401-000-000-555-50-41-08	Sound Testing Consultant
			\$315.00				
Crystal And Sierra Springs-Admin	11037150 100425	CH Drinking Water	\$115.50	67124	10/14/2025	001-000-000-518-10-31-00	Office And Operating Supplies
			\$115.50				
Crystal And Sierra Springs-PW	5291929 090625	PW Drinking Water	\$158.57	67125	10/14/2025	001-000-000-576-80-31-00	Operating Supplies
			\$158.57				
Department of Licensing	Oct 2025 Gun Permits	Oct 2025 Gun Permits	\$18.00	20250856	10/31/2025	631-000-000-589-30-01-00	Dept Of Lic-Gun Permit
			\$18.00				
Dooley Enterprises, Inc.	70707	Ammo for PD	\$4,129.77	67126	10/14/2025	001-000-000-521-20-31-60	Ammo/Range (Targets, etc)
			\$4,129.77				
Eberhard, Michael	Advance Deposit Refund 8425 Ridge Rd	Advance Deposit Refund DEP00137	\$1,017.25	67114	10/14/2025	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			\$1,017.25				
Facet/DCG/Watershed	0066453	Critical Areas Consultant	\$10,881.50	67127	10/14/2025	001-000-000-558-60-41-01	Planning Consultant
Facet/DCG/Watershed	0067392	Critical Areas Ord. Update	\$19,490.25	67154	10/21/2025	001-000-000-558-60-41-01	Planning Consultant
Facet/DCG/Watershed	0067388	Tree Canopy Study	\$5,454.75	67154	10/21/2025	001-000-000-558-60-41-56	Tree Canopy and ROW Inventory
			\$35,826.50				
Farallon Consulting	0057728	Critical Area Review	\$1,742.40	67155	10/21/2025	401-000-000-558-50-41-55	Shoreline Consultant
			\$1,742.40				
FCI - Custom Police Vehicles	17015	Lease MPD Car 30 & 31	\$2,144.29	67176	10/29/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17013	Lease MPD Car 28	\$626.13	67176	10/29/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17016	Lease MPD Car 32	\$590.65	67176	10/29/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17017	Lease MPD Car 33	\$843.44	67176	10/29/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17014	Lease MPD Car 29	\$1,175.40	67176	10/29/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
FCI - Custom Police Vehicles	17013	Interest PD Veh	\$77.86	67176	10/29/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17017	Interest PD Veh	\$519.69	67176	10/29/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17016	Interest PD Veh	\$370.98	67176	10/29/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17015	Interest PD Veh	\$560.51	67176	10/29/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
FCI - Custom Police Vehicles	17014	Interest PD Veh	\$193.56	67176	10/29/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
			\$7,102.51				
Ford Credit Municipal Finance	1781755	Lease MPD Car34	\$825.07	67128	10/14/2025	001-000-000-594-21-70-00	Police Lease Repayment, Principal Cost
Ford Credit Municipal Finance	1781755	Interest PD Veh	\$380.59	67128	10/14/2025	001-000-000-594-21-80-00	Police Lease Repayment, Interest Cost
			\$1,205.66				
Goldrock INVT LLC	973SP039-0004	Tennis Court tensor Anchors	\$1,420.00	67129	10/14/2025	307-000-000-594-76-63-20	Park Improvements
			\$1,420.00				
Goldsborough, Eric	Refund Request 520 Overlake Dr E, B-23-030	Refund Request 520 Overlake Dr E, B-23-030	\$7,572.40	20250842	10/31/2025	401-000-000-322-10-00-00	Building Permits
			\$7,572.40				
Gray & Osborne, Inc.	Project No: 25439.02 Invoice No: 1	ROW renderings	\$671.16	67156	10/21/2025	101-000-000-542-30-41-00	Professional Services
Gray & Osborne, Inc.	Project No: 25483.00 Invoice No: 3	87th Ave NE Overlay	\$411.73	67156	10/21/2025	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Project No: 25439.01 Invoice No: 2	Overlake Dr Bridge Repair- PE	\$1,712.47	67156	10/21/2025	307-000-000-595-30-63-01	Street Improvements, Overlays
Gray & Osborne, Inc.	Project No: 25437.00 Invoice No: 2	Stormwater Mapping	\$447.44	67156	10/21/2025	307-000-000-595-30-63-02	Storm Sewer Improvements
Gray & Osborne, Inc.	Project No: 25427.22 Invoice No: 2	Project No: 25427.22 Invoice No: 2	\$508.32	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.18 Invoice No: 9	Project No: 23427.18 Invoice No: 9	\$169.44	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant

Gray & Osborne, Inc.	Project No: 22427.23 Invoice No: 11	Project No: 22427.23 Invoice No: 11	\$338.88	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.15 Invoice No: 11	Project No: 23427.15 Invoice No: 11	\$224.60	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.17 Invoice No: 9	Project No: 23427.17 Invoice No: 9	\$891.30	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 21427.14 Invoice No: 20	Project No: 21427.14 Invoice No: 20	\$84.72	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.06 Invoice No: 1	Project No: 25427.06 Invoice No: 1	\$677.76	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.19 Invoice No: 2	Project No: 25427.19 Invoice No: 2	\$695.26	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.13 Invoice No: 3	Project No: 25427.13 Invoice No: 3	\$633.68	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.11 Invoice No: 5	Project No: 25427.11 Invoice No: 5	\$93.82	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.18 Invoice No: 1	Project No: 25427.18 Invoice No: 1	\$762.48	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.05 Invoice No: 1	Project No: 25427.05 Invoice No: 1	\$1,101.36	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 22427.04 Invoice No: 8	Project No: 22427.04 Invoice No: 8	\$294.10	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 24427.11 Invoice No: 4	Project No: 24427.11 Invoice No: 4	\$441.10	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.20 Invoice No: 2	Project No: 25427.20 Invoice No: 2	\$593.04	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 24427.14 Invoice No: 2	Project No: 24427.14 Invoice No: 2	\$425.88	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.00 Invoice No: 10	Project No: 25427.00 Invoice No: 10	\$169.44	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 23427.24 Invoice No: 11	Project No: 23427.24 Invoice No: 11	\$581.68	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.09 Invoice No: 5	Project No: 25427.09 Invoice No: 5	\$186.94	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 24427.08 Invoice No: 8	Project No: 24427.08 Invoice No: 8	\$294.10	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
Gray & Osborne, Inc.	Project No: 25427.07 Invoice No: 1	Project No: 25427.07 Invoice No: 1	\$762.48	67156	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
			\$13,173.18				
Hass, Richard B & BK	Advance Deposit Return DEP00252, Permit GD24-004, 25225 Medina Cir	Permit GD24-004, 25225 Medina Cir	\$1,925.97	67115	10/14/2025	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			\$1,925.97				
Herc Equipment Rental Corporation	35725807-001	Bobcat rental due to backhoe breakdown	\$3,498.85	67157	10/21/2025	101-000-000-542-30-45-00	Machine/Facility Rental
			\$3,498.85				
Horticultural Elements, Inc.	10308	84/24th & 84th Median Maintenance	\$4,490.00	67095	10/2/2025	101-000-000-542-30-41-00	Professional Services
			\$4,490.00				
Inslee Best Doezie & Ryder, P.S.	447107	City Attorney	\$15,959.80	67096	10/2/2025	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S.	447107	City Attorney Dev Services	\$1,745.00	67096	10/2/2025	401-000-000-558-50-04-00	City Attorney, Dev. Serv.
Inslee Best Doezie & Ryder, P.S.	448275	City Attorney	\$19,117.54	67158	10/21/2025	001-000-000-515-41-40-00	City Attorney
Inslee Best Doezie & Ryder, P.S.	448275	Dev Svcs Legal	\$1,068.90	67158	10/21/2025	401-000-000-558-50-04-00	City Attorney, Dev. Serv.
			\$37,891.24				
Itkin, Greg	Advance Deposit Refund 8024 NE 8th St	Advance Deposit Return DEP00129	\$4,550.65	67116	10/14/2025	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			\$4,550.65				
KC Office of Finance	11016403	KC Inet	\$375.00	67130	10/14/2025	001-000-000-518-80-41-50	Technical Services, Software Services
			\$375.00				
Kirkland Municipal Court	OCT25MED	Filing Fees	\$3,855.72	67177	10/29/2025	001-000-000-512-52-40-10	Municipal Court-Traffic/NonTrf
			\$3,855.72				
Konica Minolta Premier Finance	5036110517	PW Printer	\$29.15	67131	10/14/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5036043254	CH Copier	\$47.97	67131	10/14/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5036157227	PW Copier	\$9.85	67131	10/14/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Konica Minolta Premier Finance	5036110517	PW Printer	\$89.80	67131	10/14/2025	001-000-000-591-18-70-00	Central Services Lease Repayment
Konica Minolta Premier Finance	5036043254	CH Copier	\$470.94	67131	10/14/2025	001-000-000-591-18-70-00	Central Services Lease Repayment
Konica Minolta Premier Finance	5036157227	PW Copier	\$31.93	67131	10/14/2025	001-000-000-591-18-70-00	Central Services Lease Repayment
Konica Minolta Premier Finance	592602734	PD Copier	\$103.48	EFT Payment	10/31/2025	001-000-000-521-20-45-00	Equipment-Lease & Rentals

Konica Minolta Premier Finance	592602734	PD Copier	\$161.29	EFT Payment	10/31/2025	001-000-000-591-18-70-00	Central Services Lease Repayment
			\$944.41				
LexisNexis Risk Management -	1100204426	Investigative Tool	\$131.59	67178	10/29/2025	001-000-000-521-20-41-00	Professional Services
			\$131.59				
Mac Towing	25-10-69317	Veh Towing-PD	\$442.25	67132	10/14/2025	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$442.25				
Mahoney Planning, LLC	25-09		\$10,242.50	67097	10/2/2025	401-000-000-558-60-41-01	Planning Consultant
			\$10,242.50				
Marxer, Barbara	Sep 2025 Marxer LEIRA Conference	Sep 2025 Marxer LEIRA Conference	\$427.56	EFT Payment 10/2/2025	10/31/2025	001-000-000-521-20-43-00	Travel & Training
			\$427.56				
Message Watcher, LLC	2-59624	Email/SM/Web Archiving	\$326.30	67098	10/2/2025	001-000-000-518-80-41-60	Software Services
Message Watcher, LLC	2-59304	Email/SM/Web Archiving	\$335.00	67098	10/2/2025	001-000-000-518-80-41-60	Software Services
			\$661.30				
Michael's Fine Dry Cleaning	460	PD Dry Cleaning	\$154.30	67133	10/14/2025	001-000-000-521-20-22-00	Uniforms
			\$154.30				
Moberly & Roberts, PLLC	1259	Prosecuting Attorney	\$4,000.00	67099	10/2/2025	001-000-000-515-93-40-10	Prosecuting Attorney
Moberly & Roberts, PLLC	1262	Prosecuting Attorney	\$4,000.00	67134	10/14/2025	001-000-000-515-93-40-10	Prosecuting Attorney
			\$8,000.00				
MPH Industries, Inc.	6026550	Radar PD Veh	\$1,138.07	67179	10/29/2025	001-000-000-521-20-31-40	Police Operating Supplies
			\$1,138.07				
Navia Benefit Solutions	11025910	Navia Fees	\$100.00	67100	10/2/2025	001-000-000-514-20-49-10	Miscellaneous
			\$100.00				
Occupational Health Centers of	88602096		\$1,259.00	67180	10/29/2025	001-000-000-521-20-41-50	Recruitment-Background
			\$1,259.00				
Osada, Ryan	Expense Reimbursement Mileage	Council Food Mileage	\$11.97	EFT Payment	10/31/2025	001-000-000-513-10-43-00	Travel & Training
Osada, Ryan	Expense Reimbursement Mileage	Permit Insp Mileage	\$2.17	EFT Payment	10/31/2025	101-000-000-542-30-41-00	Professional Services
Osada, Ryan	Expense Reimbursement Mileage	Mileage	\$2.31	EFT Payment	10/31/2025	307-000-000-594-76-63-20	Park Improvements
			\$16.45				
Pacific Power Group, LLC	522599	Towable Backup Generator Service	\$1,824.22	67159	10/21/2025	001-000-000-576-80-48-00	Repair & Maint Equipment
			\$1,824.22				
Pitney Bowes Global Financial	3321289099	Postage Machine Annual Lease	\$443.46	67101	10/2/2025	001-000-000-591-18-70-00	Central Services Lease Repayment
			\$443.46				
PowerDMS, Inc.	Q-414688	Software referral/accreditation	\$606.10	67135	10/14/2025	001-000-000-521-20-49-40	Dues,Subscriptions,Memberships
			\$606.10				
Pro-shred	89398	CH Shredding Services	\$79.05	67102	10/2/2025	001-000-000-518-10-41-00	Professional Services
Pro-shred	90305	CH Shredding Services	\$79.05	67181	10/29/2025	001-000-000-518-10-41-00	Professional Services
Pro-shred	90164	CH Shredding Services	\$2,472.00	67181	10/29/2025	001-000-000-518-10-41-00	Professional Services
Pro-shred	89869	CH Shredding Services	\$79.05	67160	10/21/2025	001-000-000-518-10-41-00	Professional Services
			\$2,709.15				
Public Safety Testing, Inc.	PST25-1145	Q3 Dues	\$163.00	67136	10/14/2025	001-000-000-521-20-41-50	Recruitment-Background
			\$163.00				
Puget Sound Emergency Radio	2505	Q4 Dues	\$2,879.76	67103	10/2/2025	001-000-000-521-20-41-20	Dispatch-EPSCA
			\$2,879.76				
Puget Sound Energy	Services from 9/23/25-10/22/25 1000 80th Ave NE	PW Shop Power	\$911.27	67182	10/29/2025	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Services from 9/20/25-10/21/25 1050 82nd Ave NE	Five Corner Power	\$44.54	67182	10/29/2025	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Services from 9/3/25-10/1/25 TIB LED Conversion	Street Light Power	\$1,360.25	67182	10/29/2025	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services from 8/30/25-9/30/25 77th Ave NE & 79th Ave NE	Street Light Power	\$165.20	67182	10/29/2025	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services from 9/3/25-10/1/25 515 EPR	Street Light Power	\$42.12	67182	10/29/2025	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services from 9/3/25-10/1/25 80th Ave NE & NE 10th	Street Light Power	\$12.15	67182	10/29/2025	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services from 9/3/25-10/1/25 88th Ave NE & Lk WA Blvd	Street Light Power	\$38.57	67182	10/29/2025	101-000-000-542-63-41-00	Street Light Utilities
Puget Sound Energy	Services from 8/21/25-9/19/25 501 Evergreen Point	CH Utilities	\$1,951.85	20250841	10/31/2025	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste
Puget Sound Energy	Services from 9/20/25-10/21/25	CH Utilities	\$2,109.30	20250852	10/31/2025	001-000-000-518-10-47-00	Utility Serv-Elec,Water,Waste

Puget Sound Energy	Services from 8/21/25-9/19/25 1050 82nd Ave NE	Five Corners Power	\$44.36	67137	10/14/2025	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Services from 8/22/25-9/22/25 84th Ave NE	View Pt Pk Power	\$18.27	67137	10/14/2025	001-000-000-576-80-47-00	Utilities
Puget Sound Energy	Services from 8/21/25-9/19/25 1000 80th Ave NE	PW Shop Power	\$782.61	67137	10/14/2025	001-000-000-576-80-47-00	Utilities
			\$7,480.49				
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$114.39	20250844	10/29/2025	001-000-000-511-60-49-00	Miscellaneous
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$189.68	20250844	10/29/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$239.88	20250844	10/29/2025	001-000-000-518-80-31-00	IT HW, SW, Operating Supplies
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$780.78	20250844	10/29/2025	001-000-000-521-20-22-00	Uniforms
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$2,745.23	20250844	10/29/2025	001-000-000-521-20-31-00	Office Supplies
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$964.17	20250844	10/29/2025	001-000-000-521-20-31-01	IT HW,SW Off Equip <\$5K
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$1,107.87	20250844	10/29/2025	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$71.07	20250844	10/29/2025	001-000-000-521-20-33-00	Operating Supplies
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$88.15	20250844	10/29/2025	001-000-000-521-20-41-00	Professional Services
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$1,118.53	20250844	10/29/2025	001-000-000-521-20-43-00	Travel & Training
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$210.17	20250844	10/29/2025	001-000-000-521-20-48-10	Repairs & Maint-Automobiles
Ramp	Oct 2025 Ramp Credit Card Statement	Oct 2025 Ramp Credit Card Statement	\$131.95	20250844	10/29/2025	001-000-000-594-18-64-00	City Hall Capital >\$5K
			\$7,761.87				
San Diego Police Equipment CO	666516	Ammo for PD	\$1,101.14	67138	10/14/2025	001-000-000-521-20-31-60	Ammo/Range (Targets, etc)
			\$1,101.14				
Schiro, Steve & Diana	Right of Way Permit Refund, 2405 EPR, PW-ROW-25-021	Right of Way Permit Refund, 2405 EPR, PW-ROW-25-021	\$10,000.00	67186	10/29/2025	001-000-000-382-10-00-01	Refundable Deposits - DS (CMP, PGB)
			\$10,000.00				
Seattle Times, The	76751	Legal Notices	\$500.50	67139	10/14/2025	001-000-000-518-10-44-00	Advertising
			\$500.50				
Sound View Strategies, LLC	3639	Lobbyist	\$3,000.00	67140	10/14/2025	001-000-000-513-10-41-00	Professional Services
			\$3,000.00				
Spot-On Print & Design	62289	Bus Cards Kilmer	\$52.46	67104	10/2/2025	001-000-000-518-10-31-00	Office And Operating Supplies
			\$52.46				
Staples Business Advantage	6042548266	CH Office Supplies	\$280.04	67105	10/2/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	60320219216	PD Office Supplies	\$122.82	67105	10/2/2025	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6045194997	PD Office Supplies	\$136.32	67183	10/29/2025	001-000-000-521-20-31-00	Office Supplies
Staples Business Advantage	6044227617	CH Office Supplies	\$161.06	67141	10/14/2025	001-000-000-518-10-31-00	Office And Operating Supplies
Staples Business Advantage	6044227623	PD Office Supplies	\$239.35	67141	10/14/2025	001-000-000-521-20-31-00	Office Supplies
			\$939.59				
Statewide Security	231093	Add virtual keypad user	\$88.16	67161	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Statewide Security	22183	Quarterly Service for Fire and Alarm	\$1,117.03	67161	10/21/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$1,205.19				
Stein, Kruse	Advance Deposit Refund 3615 Evergreen Point Rd	Advance Deposit Refund DEP00241	\$1,371.98	67117	10/14/2025	401-000-000-582-10-00-02	Refund of DS Adv Deposits
			\$1,371.98				
Supply Source Inc., The	2503091	Janitorial Supplies	\$362.14	67106	10/2/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2503074	Janitorial Supplies	\$263.50	67106	10/2/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2503025	Janitorial Supplies	\$558.67	67106	10/2/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2503023	Janitorial Supplies	\$1,827.19	67106	10/2/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2503209	Janitorial Supplies	\$1,232.17	67167	10/29/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
Supply Source Inc., The	2503247	Janitorial Supplies	\$154.99	67167	10/29/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$4,398.66				
Terhaar, Kim	Exp Reimbursement posters	Exp Reimbursement posters	\$170.59	20250853	10/31/2025	001-000-000-514-20-49-10	Miscellaneous
			\$170.59				
TIG Technology Integration Group	5612340	Anti Malware Sep 2025	\$837.52	67107	10/2/2025	001-000-000-518-80-41-60	Software Services

TIG Technology Integration Group	Quote 113973	Mimecast Renewal 10/26/25-10/25/26	\$6,479.76	67143	10/14/2025	001-000-000-518-80-41-60	Software Services
TIG Technology Integration Group	5613199	Duo Subscription Sep 2025	\$76.04	67143	10/14/2025	001-000-000-518-80-41-60	Software Services
TIG Technology Integration Group	69963	IT Services	\$12,922.62	67162	10/21/2025	001-000-000-518-80-41-50	Technical Services, Software Services
TIG Technology Integration Group	69963	IT Services-Dev Svc	\$2,381.29	67162	10/21/2025	401-000-000-558-50-05-00	Technical Services, Software Services
			\$22,697.23				
Tiki Car Wash	2363	PD Car Washes	\$217.55	67108	10/2/2025	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$217.55				
Tree Frog LLC	2139	Arborist Services	\$4,012.50	67163	10/21/2025	401-000-000-558-50-41-50	Arborist
			\$4,012.50				
US Bank	Oct 2025 Merchant Fees	Oct 2025 Merchant Fees	\$1,864.62	20250857	10/31/2025	001-000-000-514-20-49-10	Miscellaneous
US Bank	Oct 2025 Merchant Fees DS	Oct 2025 Merchant Fees DS	\$1,707.51	20250857	10/31/2025	401-000-000-558-60-49-10	Miscellaneous
US Bank	Nations Oct 2025 US Bank Credit Card	Food for council meeting	\$300.55	EFT Payment	10/31/2025	001-000-000-511-60-49-00	Miscellaneous
US Bank	Wagner Oct 2025 US Bank Credit Card	Food for council meeting	\$288.32	EFT Payment	10/31/2025	001-000-000-511-60-49-00	Miscellaneous
US Bank	Nations Oct 2025 US Bank Credit Card	Public Storage	\$516.00	EFT Payment	10/31/2025	001-000-000-518-30-45-00	Facility Rental
US Bank	Nations Oct 2025 US Bank Credit Card	Zoom Storage	\$40.00	EFT Payment	10/31/2025	001-000-000-518-80-41-50	Technical Services, Software Services
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$197.27	EFT Payment	10/31/2025	001-000-000-576-80-31-00	Operating Supplies
US Bank	Crickmore Oct 2025 US Bank Credit Card	Garbage Cans & Landscape Tools	\$421.19	EFT Payment	10/31/2025	001-000-000-576-80-31-00	Operating Supplies
US Bank	Crickmore Oct 2025 US Bank Credit Card	diesel fuel	\$501.90	EFT Payment	10/31/2025	001-000-000-576-80-32-00	Vehicle Fuel & Lube
US Bank	Crickmore Oct 2025 US Bank Credit Card	Motor oil	\$196.10	EFT Payment	10/31/2025	001-000-000-576-80-32-00	Vehicle Fuel & Lube
US Bank	Crickmore Oct 2025 US Bank Credit Card	Mower shield for Exmark	\$84.87	EFT Payment	10/31/2025	001-000-000-576-80-48-00	Repair & Maint Equipment
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$88.10	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$358.10	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$119.02	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$109.11	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$170.97	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Waterproof Muck Boots	\$184.47	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Uniforms	\$1,115.17	EFT Payment	10/31/2025	101-000-000-542-30-22-00	Uniforms
US Bank	Crickmore Oct 2025 US Bank Credit Card	Fuel transfer pump	\$91.45	EFT Payment	10/31/2025	101-000-000-542-30-31-00	Operating & Maintenance Supplies
US Bank	Crickmore Oct 2025 US Bank Credit Card	Heat gun/wire harness tape	\$42.94	EFT Payment	10/31/2025	101-000-000-542-30-35-00	Small Tools/minor Equipment
US Bank	Crickmore Oct 2025 US Bank Credit Card	Electrical connectors	\$58.38	EFT Payment	10/31/2025	101-000-000-542-30-35-00	Small Tools/minor Equipment
US Bank	Crickmore Oct 2025 US Bank Credit Card	Sign tape	\$1,347.66	EFT Payment	10/31/2025	101-000-000-542-64-41-00	Traffic Control Devices
US Bank	Wilcox Oct 2025 US Bank Credit Card	Code enforcement notice mailing	\$13.03	EFT Payment	10/31/2025	401-000-000-558-60-42-00	Communications
US Bank	Wilcox Oct 2025 US Bank Credit Card	Code enforcement notice mailing	\$6.08	EFT Payment	10/31/2025	401-000-000-558-60-42-00	Communications
US Bank	Wilcox Oct 2025 US Bank Credit Card	Code enforcement notice mailing	\$10.48	EFT Payment	10/31/2025	401-000-000-558-60-42-00	Communications
US Bank	Wilcox Oct 2025 US Bank Credit Card	Code enforcement notice mailing	\$6.08	EFT Payment	10/31/2025	401-000-000-558-60-42-00	Communications
			\$9,839.37				
Valley Defenders	Q3 2025	Q3 Public Defender Services	\$5,450.00	67144	10/14/2025	001-000-000-515-91-40-00	Public Defender
			\$5,450.00				
Vision Municipal Solutions, LLC	09-16442	Q4 Fee for Cloud Migration (ERP System)	\$2,557.92	67109	10/2/2025	001-000-000-514-20-41-01	Professional Services
			\$2,557.92				
Viva Capital Funding, LLC F/B/O Cascade Engineering Services, Inc.	ML-25091724925	Evidence Scale Calibration	\$60.00	67110	10/2/2025	001-000-000-521-20-48-00	Repairs & Maint-Equip & Evidence SW
			\$60.00				
Voyager Systems	8693624262541	PD Fuel	\$1,627.86	EFT Payment	10/29/2025	001-000-000-521-20-32-00	Vehicle Expenses-Gas, Car Wash
			\$1,627.86				
WA ST Department of Revenue	Q3 2025 Leasehold Tax Return	Q3 2025 Leasehold Tax Return	\$3,780.05	EFT Payment	10/31/2025	001-000-000-317-20-00-00	Leasehold Excise Tax
			\$3,780.05				
WA ST Dept of Transportation	RE *FB91017003261	PW Fuel	\$341.15	67145	10/14/2025	001-000-000-576-80-32-00	Vehicle Fuel & Lube
WA ST Dept of Transportation	RE *FB91017003261	Inspection Vehicle Fuel	\$29.89	67145	10/14/2025	401-000-000-558-60-32-00	Vehicle Expenses - Gas, Oil, Maint.
			\$371.04				
WA ST Treasurer's Office	Q3 2025 City A8		\$169.51	67164	10/21/2025	631-000-000-386-89-16-00	Motor Vehicle Account
WA ST Treasurer's Office	Q3 2025 City A8		\$474.85	67164	10/21/2025	631-000-000-386-89-26-00	Drivers Lic Tech Support
WA ST Treasurer's Office	Q3 2025 City A8		\$735.03	67164	10/21/2025	631-000-000-586-00-01-00	WA St-Auto Theft Protection
WA ST Treasurer's Office	Q3 2025 City A8		\$510.38	67164	10/21/2025	631-000-000-586-00-02-00	WA ST Traumatic Brain Injury
WA ST Treasurer's Office	Q3 2025 City A8		\$3.82	67164	10/21/2025	631-000-000-586-00-03-00	WA St-State Highway Safety
WA ST Treasurer's Office	Q3 2025 City A8		\$0.80	67164	10/21/2025	631-000-000-586-00-04-00	WA ST Death Inv Account

WA ST Treasurer's Office	Q3 2025 City A8		\$452.39	67164	10/21/2025	631-000-000-586-83-08-00	WA St -Emer Med and Trauma
WA ST Treasurer's Office	Q3 2025 City A8		\$28.57	67164	10/21/2025	631-000-000-586-89-09-00	WA ST Highway Account
WA ST Treasurer's Office	Q3 2025 City A8		\$2.95	67164	10/21/2025	631-000-000-586-90-02-00	WA State Gen Fund 54
WA ST Treasurer's Office	Q3 2025 City A8		\$4,390.98	67164	10/21/2025	631-000-000-586-91-00-00	WA St-State Gen Fund 40
WA ST Treasurer's Office	Q3 2025 City A8		\$2,598.88	67164	10/21/2025	631-000-000-586-92-00-00	WA St-State Gen Fund 50
WA ST Treasurer's Office	Q3 2025 City A8		\$4.29	67164	10/21/2025	631-000-000-586-96-03-00	WA St-Lab-Bld/breath
WA ST Treasurer's Office	Q3 2025 City A8		\$2,099.30	67164	10/21/2025	631-000-000-586-97-05-00	WA St-JIS
WA ST Treasurer's Office	Q3 2025 City A8		\$3.39	67164	10/21/2025	631-000-000-586-99-07-00	WA ST Sch Zone Safety
WA ST Treasurer's Office	Q3 2025 City A8		\$130.00	67164	10/21/2025	631-000-000-589-30-03-00	WA St-Bldg Code Fee
			\$11,605.14				
Wagner, Ryan	Exp Reimbursement Mileage	Exp Reimbursement Mileage	\$247.51	20250854	10/31/2025	001-000-000-514-20-43-00	Travel & Training
			\$247.51				
Western Equipment & Irrigations	INV097663	PW Mower Parts	\$113.52	67165	10/21/2025	001-000-000-576-80-48-00	Repair & Maint Equipment
			\$113.52				
Wide Format Company, The	151250	Copies for public works	\$22.04	67184	10/29/2025	001-000-000-518-10-49-40	Photocopies
			\$22.04				
Willard's Pest Control	446021	City Hall Pest Services	\$230.04	67146	10/14/2025	001-000-000-518-30-48-00	Repairs/maint-City Hall Bldg
			\$230.04				
WSP Global Inc	40252361	Geotechnical Eng Svcs	\$2,119.25	67111	10/2/2025	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40253479	Geotechnical Eng Svcs	\$3,390.75	67111	10/2/2025	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40250359	Geotechnical Eng Svcs	\$1,205.00	67111	10/2/2025	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40258071	Geotechnical Eng Svcs	\$178.50	67185	10/29/2025	401-000-000-558-50-41-07	Engineering Consultant
WSP Global Inc	40259051	Geotechnical Eng Svcs	\$178.50	67166	10/21/2025	401-000-000-558-50-41-07	Engineering Consultant
			\$7,072.00				
Zhang, Qian	Refund Request B-25-069, 1049 84th Ave NE	Refund Request B-25-069, 1049 84th Ave NE	\$592.74	20250845	10/29/2025	401-000-000-322-10-00-00	Building Permits
Zhang, Qian	Refund Request B-25-069, 1049 84th Ave NE	Refund Request B-25-069, 1049 84th Ave NE	\$19.75	20250845	10/29/2025	401-000-000-322-11-00-00	Building Permit - Technology Fee
Zhang, Qian	Refund Request B-25-069, 1049 84th Ave NE	Refund Request B-25-069, 1049 84th Ave NE	\$6.50	20250845	10/29/2025	631-000-000-389-30-00-01	WA St-Bldg Code Fee
			\$618.99				
Grand Total			\$325,809.47	AP Total			
Payroll	Oct 2025 Payroll	Payroll	\$23,765.10		10/31/2025	001-000-000-513-10-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$24,279.96		10/31/2025	001-000-000-514-20-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$27,635.33		10/31/2025	001-000-000-518-10-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$173,618.13		10/31/2025	001-000-000-521-20-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$0.00		10/31/2025	001-000-000-571-00-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$41,604.85		10/31/2025	001-000-000-576-80-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$27,582.30		10/31/2025	101-000-000-542-30-11-00	Salaries, Wages & Benefits
Payroll	Oct 2025 Payroll	Payroll	\$43,951.96		10/31/2025	401-000-000-558-60-11-00	Salaries, Wages & Benefits
			\$362,437.63	Payroll Total			
			\$688,247.10	Grand Total			



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 22, 2025 – 5:00 PM

MINUTES

1. STUDY SESSION

Mayor Rossman called the study session to order in the Council Chambers at 5:05 p.m.

PRESENT

Mayor Jessica Rossman
 Deputy Mayor Randy Reeves
 Councilmember Harini Gokul (on-line)
 Councilmember Michael Luis
 Councilmember Heija Nunn

ABSENT

Councilmember Joseph Brazen
 Councilmember Mac Johnston

STAFF

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

1.1 2026 Preliminary Budget - Deep Dive by Ryan Wagner, Finance/HR Director

Ryan Wagner, Finance/HR Director gave a presentation on the Preliminary 2026 Budget and specific department proposed budget items. Council discussed, asked questions and staff responded.

ACTION: Discussion only; no action taken.

1.2 Vegetation Management Reimbursement Policy Discussion by Ryan Osada, Public Work Director

This study session item was moved to the October council meeting.

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

Mayor Rossman called the regular meeting to order in the Council Chambers at 6:12 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Harini Gokul (on-line)
Councilmember Michael Luis
Councilmember Heija Nunn

ABSENT

Councilmember Joseph Brazen
Councilmember Mac Johnston

STAFF

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

3. **APPROVAL OF MEETING AGENDA**

By consensus, the meeting agenda was approved as presented.

4. **PUBLIC COMMENT PERIOD**

Mayor Rossman opened the public commented period. Heija Nunn, spoke as a resident in personal capacity addressed the council with comments regarding the 520 Lid trash and rideshare lime bikes. She asked that these items be addressed.

5. **PRESENTATIONS**

None.

6. **CITY MANAGER'S REPORT**

None.

7. **CONSENT AGENDA**

The consent agenda was approved as presented.

ACTION: Motion made by Deputy Mayor Reeves, Seconded by Councilmember Luis. Carried by a vote of 5-0

7.1 2025 Tennis Court Fence Rehabilitation

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

7.2 2025 Overlay_87th Ave NE

Recommendation: Approve.

Staff Contact: Ryan Osada, Public Works Director

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

None.

10. CITY BUSINESS

None.

11. REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE

a) Requests for future agenda items.

Councilmember Luis spoke on behalf of Councilmember Johnston who was absent. Councilmember Luis proposed adding Gas Powered Leaf blowers' discussion and vote to a future agenda before the end of 2025.

Mayor Rossman announced the AWC elected officials' workshop will be held on December 6, 2025, at multiple locations and on-line.

12. PUBLIC COMMENT

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

13. EXECUTIVE SESSION

The Council entered Executive Session at 6:29 PM for an estimated duration of 50 minutes pursuant to RCW 42.30.110 (1)(i) and RCW 42.30.110 (1)(g).

Council reconvened from the executive session to extend an additional 45 minutes. No action was taken following the Executive Session, and the council adjourned from Executive Session.

14. ADJOURNMENT

Council adjourned from Executive Session.

Meeting minutes taken by Dawn Nations, Acting City Clerk



MEDINA, WASHINGTON

MEDINA CITY COUNCIL

SPECIAL AND REGULAR MEETING

Hybrid – Virtual/In-Person
 Medina City Hall – Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Monday, October 13, 2025 – 5:00 PM

MINUTES

1. STUDY SESSION

Mayor Rossman called the study session of the Medina City Council to order in the Council Chambers at 5:06 p.m.

PRESENT

Mayor Jessica Rossman
 Deputy Mayor Randy Reeves
 Councilmember Joseph Brazen (arrived at 5:29pm)
 Councilmember Harini Gokul (on-line)
 Councilmember Mac Johnston
 Councilmember Michael Luis
 Councilmember Heija Nunn

STAFF

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

1.1 2026 Preliminary Budget -Deep Dive

Ryan Wagner, Finance/HR Director gave a presentation on the Preliminary 2026 Budget and specific department proposed budget items. Council discussed, asked questions and staff responded.

ACTION: Discussion only; no action taken.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting of the Medina City Council to order in the Council Chambers at 6:02 p.m.

PRESENT

Mayor Jessica Rossman
 Deputy Mayor Randy Reeves
 Councilmember Joseph Brazen
 Councilmember Harini Gokul (on-line)
 Councilmember Mac Johnston

Councilmember Michael Luis
Councilmember Heija Nunn

STAFF

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

3. **APPROVAL OF MEETING AGENDA**

Mayor Rossman added the request to add ADU discussion to a future agenda.

Councilmember Johnston made a motion to add Gas Powered Leaf Blowers to the agenda. Councilmember Luis seconded the motion. Councilmember Johnston spoke in favor of the motion. He proposed that council discuss and provide the city manager direction to bring back a draft ordinance at the next meeting.

Councilmember Nunn voiced concern to add this agenda item and discuss at the meeting without noticing the public.

Councilmember Luis stated creating draft ordinance giving the public a place to start and comment.

Ryan Osada gave a brief description of what will take place at the study session on October 27 meeting. There will be a demonstration and discussion as to next steps.

Mayor Rossman stated the topic should be added to a future agenda when the public has been noticed and staff can be more prepared to address council questions.

City Manager Jeff Swanson gave a brief update from the July council study session regarding the direction council gave to staff to purchase a gas-powered leaf blower, collect data and report back to council for further discussion.

City Attorney Jennifer Robertson gave further clarification that a complete agenda bill will be provided in the council packet for the October 27th meeting.

Councilmember Johnston withdrew his motion to add the discussion to this meeting and requested the Gas-Powered Leaf Blower discussion points be added to the October 27th Study Session and City Business item for discussion. It would then be brought back at the November 19th council meeting for further discussion for a draft ordinance.

ACTION: By censuses the meeting agenda was approved as presented.

4. **PUBLIC COMMENT PERIOD**

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

Mark Nelson responded to comments from the study session. He gave background regarding rocks in the ROW. He suggested that the rules be provided to new homeowners and inform the public regarding the rules for ROW usage and maintenance. He addressed the comp plan mission statement and read it to the council. He stated the vision of a comp plan.

Mark Mowat submitted his public comment in person at City Hall regarding the Critical Area Ordinance with particular concern for the utilization of Site Potential Tree Height to determine substantially increased stream buffers. His entire public comment was emailed to the council and is attached to the agenda packet for record.

5. **PRESENTATIONS**

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

Planning Commission Chair Laura Bustamante gave update regarding planning commission meeting on Sept. 23rd regarding the introduction of the Critical Areas Update initial draft code and stated the Planning Commission gave feedback regarding the presentation from FACET. The Commissioners will look at the code at the October 28th planning commission meeting. She asked the residents who wish to comment; provide written comments. She advised council read the draft revised code before commenting to residents.

Mayor Rossman and Jeff Swanson gave update Eastside Transportation Partnership meeting regarding information on the upcoming World Cup. Discussion points addressed at the meeting were:
Cities should start planning for the surge of incoming people.
Short-term rentals policies should be clarified and discuss how they will be managed.
Potential Increase in Park and Ride issues.

Deputy Mayor Reeves gave brief update regarding Lake Washington/Cedar/Sammamish Watershed (WRIA 8) meeting. Reeves mentioned grant opportunities regarding water quality and habitat restoration. Medina's critical areas ordinance and the impact Lake Washington.

Councilmember Nunn gave a brief overview of the behind the scenes SeaTac tour she attended. She stated the city should start preparing for short term rentals during the World Cup games.

6. **CITY MANAGER'S REPORT**

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

City Manager Jeff Swanson gave a brief overview regarding updating the Development Services Committee and the importance of reconstitute the committee.

ACTION: Motion to reconstitute the Development Services Committee made by Councilmember Johnston Second Nunn. Vote Carries 7-0.

Swanson discussed meeting date changes due to upcoming holidays. He proposed moving the November 24th meeting to November 19th and cancelling the December 22 meeting.

ACTION: Motion to change meeting date and cancel Dec. 22 meeting made by Councilmember Nunn Second by councilmember Johnston. Vote carries 7-0.

There was discussion regarding the Staff/Volunteer Appreciation Luncheon and reception for outgoing councilmember Johnston. Council discussed and asked questions.

ACTION: Council directed staff to go forward with the luncheon and combine the outgoing councilmember recognition to the luncheon.

Mayor Rossman will reach out former councilmember Jennifer Garone to have her recognized at this luncheon as well.

Councilmember Gokul gave a brief introduction regarding the Indian American Government consulate. She will work with city staff to arrange a presentation at future council be for the organization to present the work they are doing and how it can assist Medina residents.

Development Services Director Steve Wilcox gave an update on the Critical Areas Update Ordinance communication to residents. He stated notices went out through GovDelivery emails, postcards, 200 letters to residents, 15 letters to property owners who will specially be impacted, signage was displayed.

Deputy Mayor Reeves addressed the Tree Canopy study. Council asked questions and staff responded.

Finance/HR Ryan Wagner Medina attended the recent AWC meeting and announced that Medina received the Risk Management Achievement award from AWC. He presented the plaque to council.

Public Works Director Ryan Osada gave update on the painting projects at City Hall and post office. Council asked questions and staff responded. Osada asked council if the city would be interested in the Washington EV charging program and stated the deadline to apply for the program is December 18th.

ACTION: Council gave direction to Osada to look into the program.

7. **CONSENT AGENDA**

ACTION: Motion made by Councilmember Johnston, Seconded by Councilmember Luis. Carried 7-0 vote. The meeting agenda was approved as presented.

7.1 September 2025, Check Register

Recommendation: Approve.

Staff Contact: Ryan Wagner, Finance/HR Director

7.2 Park Board Approved Meeting Minutes of July 21, 2025

Recommendation: Receive and file.

Staff Contact: Dawn Nations, Acting City Clerk

7.3 Planning Commission Approved Meeting Minutes of July 22, 2025

Recommendation: Receive and file.

Staff Contact: Rebecca Bennett, Development Services Coordinator

- 7.4 DRAFT City Council Meeting Minutes of:
 a) July 14, 2025; and
 b) September 8, 2025.
Recommendation: Adopt minutes.
Staff Contact: Dawn Nations, Acting City Clerk

8. LEGISLATIVE HEARING

None.

9. PUBLIC HEARING

- 9.1 Second Public Hearing, 2026 Preliminary Budget
Recommendation: Receive public comment, discussion and recommendations.
Staff Contact: Ryan Wagner, Finance & HR Director

Mayor Rossman opened the public hearing to receive public testimony. Ryan Wagner, Finance Director gave staff presentation on the Preliminary 2026 Budget and property tax. He gave a timeline of upcoming dates for budget process October 21 open house, October 27 city business discussion, November 10 final public hearing, November 19 draft budget amendments and December 8 for 2026 budget for adoption. Council asked questions and staff responded. No public comment the public hearing was closed.

- 9.2 Business License Ordinance
Recommendation: Adopt Ordinance No. 1046.
Staff Contact(s): Ryan Wagner, Finance & HR Director, Jennifer Robertson, City Attorney

Mayor Rossman opened the public hearing to receive public testimony. Ryan Wagner, Finance Director, gave staff presentation on the Business License Ordinance and updates to the ordinance. The draft was sent to Department of Commerce, and no comments were received from Commerce. The Business License Ordinance will go in effect in March 2026. Council asked questions and staff responded.

ACTION: Motion made to adopt Ordinance No. 1046 by Deputy Mayor Reeves, Seconded by Councilmember Johnston. Carried 7-0

10. CITY BUSINESS

None.

11. REQUESTS FOR FUTURE AGENDA ITEMS

No Requests presented.

12. PUBLIC COMMENT

Mayor Rossman opened the public comment period.

Laura Bustamante gave input regarding the pocket park by the Post Office.

She encouraged council to consider this land for possible affordable housing. There were no other speakers. Subsequently, public comments was closed.

13. EXECUTIVE SESSION

The Council entered Executive Session at 8:07 PM for an estimated time of 50 minutes to discuss matters as authorized under the following RCW:

RCW 42.30.110 (1)(i)

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

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.

ACTION: No action was taken following the Executive Session.

14. ADJOURNMENT

Council adjourned directly from Executive Session.

Meeting minutes taken by Dawn Nations, Acting City Clerk



MEDINA, WASHINGTON

MEDINA CITY COUNCIL

SPECIAL AND REGULAR MEETING

Hybrid – Virtual/In-Person
 Medina City Hall – Council Chambers
 501 Evergreen Point Road, Medina, WA 98039
Monday, October 27, 2025 – 5:00 PM

MINUTES

1. STUDY SESSION

Mayor Rossman called the study session to order in the Council Chambers at 5:06 p.m.

PRESENT

Mayor Jessica Rossman
 Deputy Mayor Randy Reeves
 Councilmember Joseph Brazen (arrived at 5:12PM)
 Councilmember Michael Luis
 Councilmember Heija Nunn

ABSENT

Councilmember Harini Gokul
 Councilmember Mac Johnston

STAFF

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

1.1 Vegetation Management Reimbursement Policy

Ryan Osada, Public Works Director presented the draft policy and renderings to council for review. The policy will be discussed at a future meeting.

ACTION: Discussion only; no action taken.

1.2 Gas Powered Leaf Blowers

Ryan Osada and public works staff gave a demonstration for gas powered vs. electric leaf blowers for council to evaluate. Resolution No. 435 was discussed. Council asked questions and staff responded.

ACTION: Discussion only; no action taken.

2. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Rossman called the regular meeting to order in the Council Chambers at 6:10 p.m.

PRESENT

Mayor Jessica Rossman
Deputy Mayor Randy Reeves
Councilmember Joseph Brazen
Councilmember Michael Luis
Councilmember Heija Nunn

ABSENT

Councilmember Harini Gokul
Councilmember Mac Johnston

STAFF

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

3. APPROVAL OF MEETING AGENDA

By consensus, the meeting agenda was approved as presented.

4. PUBLIC COMMENT PERIOD

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

Rebecca Johnston (resident) addressed the council regarding gas powered leaf blowers in the community and the impact of the noise at her residence. She stated statistics regarding noise levels of gas-powered leaf blower's vs air conditioning units, gave examples of usage of the equipment she has observed and offered suggestions on time limits. She stated she is in favor of the ban of gas-powered leaf blowers in the city.

Steven Breyer (resident) addressed the council with his strong support for enacting a phase out of gas-powered leaf blowers in the community and the impact for a better quality of life for the residents. He encouraged council to take action to show other communities what can be done.

Steve Burns (resident) addressed the council regarding his concerns against the ban of gas-powered leaf blowers. He uses both electric and gas for different purposes. He proposed that the city works together with residents to come to common place to make it work for everyone.

5. PRESENTATIONS

None.

6. CITY MANAGER'S REPORT

None.

7. **CONSENT AGENDA**

None.

8. **LEGISLATIVE HEARING**

None.

9. **PUBLIC HEARING**

None.

10. **CITY BUSINESS**

10.1 Small Works Roster Policy Update

Recommendation: Adopt Ordinance No. 1038 and Resolution No. 452.

Staff Contact: Ryan Osada, Public Works Director

Ryan Osada, Public Works Director gave a brief update on the Small Works Roster Policy Ordinance. He presented the proposed Ordinance No. 1038 related to Public Works Contracting, repealing chapter 2.52 of the MMC. Council discussed, asked questions and staff responded.

ACTION: Motion made to adopt Ordinance No. 1038 relating to public works contracting, repealing Chapter 2.52 of the Medina Municipal Code; providing for severability and corrections, and establishing an effective date. by Deputy Mayor Reeves, Seconded by Councilmember Luis and carried by a vote of 5-0.

Ryan Osada, Public Works Director gave a brief update on the Small Works Roster Policy Resolution. He presented the proposed Resolution No. 452 relating to Public Works Contracting, adopting procedures for a small works roster and authority to use the roster for general consulting and other professional services, and a vendor roster for goods and services consistent with state law. City Attorney Jennifer Robertson gave explanation on the Ordinance to repeal chapter 2.52 and why the city is moving to a resolution to be in line with state law. Council discussed, asked questions and staff responded.

ACTION: Motion made to adopt Resolution No. 452 approving the updated Small Works Roster Policy as presented, establishing procedures for contractor selection, rotation, and documentation consistent with state law by Councilmember Nunn, Seconded by Deputy Mayor Reeves and carried by a vote of 5-0.

10.2 Gas Powered Leaf Blowers Draft Ordinance Discussion

Recommendation: Discussion and direction.

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

Mayor Rossman gave a brief overview from previous meetings and a motion from city councilmembers to have further policy discussion on gas-powered leaf blowers. In the

Agenda Bill there is a list of directions requested from the city and councilmember Johnston's email with questions as well. Staff and council discussed each line item of the outline provided by Mayor Rossman who worked with the city manager to create discussion points to allow for a structured discussion. Resolution No. 435 passed in September 2023 was a starting point and provided direction and a timeframe for ending use of GPLs in Medina by January 2028. Council discussed, asked questions and staff responded.

ACTION: Council directed the city manager to work with the city attorney to create a draft ordinance using the feedback and discussion with council of how they would like to proceed. Council directed staff to develop a community outreach plan to facilitate the changes and get feedback from the residents and business owners. The updated research information, education, agenda bill, draft ordinance will have framework to continue the process. The updated materials will be presented to the council at the November 19th council meeting with further discussion.

11. REQUESTS FOR FUTURE AGENDA ITEMS

a) Requests for future agenda items.

Councilmember Nunn asked if the city could hold a food drive in November and December in coordination with other points communities to benefit a local organization. This is a way to bring neighbors together.

ACTION: Council directed Councilmembers and staff to work together to develop a plan to develop a food drive program.

12. PUBLIC COMMENT

Mayor Rossman opened the public commented period.

Resident Steve Burns commented that he appreciated council and the city's actions regarding gas powered leaf blowers and working together with the community to be successful. There were no additional speakers, and the public comments was closed.

13. EXECUTIVE SESSION

The Council entered Executive Session at 8:15 pm for an estimated duration of 20minutes pursuant to RCW 42.30.110 (1)(g). No action was taken following the Executive Session, and the council adjourned from the Executive Session.

14. ADJOURNMENT

Council adjourned from Executive Session.

Meeting minutes taken by Dawn Nations, Acting City Clerk



MEDINA, WASHINGTON

AGENDA BILL

Monday, November 10, 2025

Subject: Development Services Committee

Category: Consent Agenda

Staff Contact(s): Jennifer S. Robertson, City Attorney, Steve Wilcox, Development Services Director

Summary:

On January 24, 2022, by motion the City Council created the Development Service Committee as a special purpose committee for the purpose of providing input to staff regarding the 2024 Comprehensive Plan Update. The Director has found this Committee to be helpful for other planning initiatives beyond just the 2024 Comprehensive Plan. Since that time, the staff and committee members have found the Development Services Committee to provide value to the City in helping staff streamline large planning initiative processes, preparing presentations, and preparing for City Council meetings, such as middle housing and critical areas. The authority of the Committee has now expired. The Director is requesting that the Development Services Committee be re-authorized as an on-going special purpose committee to be utilized to provide input to the Director on major planning issues and other development services matters.

The attached Resolution creates the Committee and spells out the purpose, the duties, authority and operations, the members, and the member responsibilities. If approved, the Committee appointments would occur each even-numbered year after a new mayor is selected by the Council. The appointment of Committee members would be by the Mayor and the Planning Commission chair will weigh in on the Planning Commission members who are to be appointed to the Committee.

This proposed Resolution meets and supports Council's priorities 3 and 5.

Council Priorities:

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

Attachment(s)

Exhibit 1: Resolution No. 454.

Budget/Fiscal Impact: N/A

Recommendation: Adopt Resolution creating the Development Services Committee as an on-going special purpose committee.


City Manager Approval:

Proposed Council Motions:

MOTION: "I move approval of Resolution No. 454 regarding the Development Services Committee, modifying the scope and purpose of the Committee, re-authorizing the Committee, identifying who will serve on the Committee, the duties of the Committee, and the appointment procedures."

Time Estimate: 5 minutes

CITY OF MEDINA, WASHINGTON

Resolution No. 454

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, REGARDING THE DEVELOPMENT SERVICES COMMITTEE, MODIFYING THE SCOPE AND PURPOSE OF THE COMMITTEE, RE-AUTHORIZING THE COMMITTEE, IDENTIFYING WHO WILL SERVE ON THE COMMITTEE, THE DUTIES OF THE COMMITTEE, AND THE APPOINTMENT PROCEDURES.

WHEREAS, on January 24, 2022, the City Council created the Development Service Committee which is a special purpose committee that was utilized for the purpose of providing input to staff regarding the 2024 Comprehensive Plan Update; and

WHEREAS, the staff and committee members have found the Development Services Committee to provide value to the City in helping staff streamline large planning initiative processes, preparing presentations, and preparing for City Council meetings; and

WHEREAS, the Director has found this Committee to be helpful for other planning initiatives beyond just the 2024 Comprehensive Plan; and

WHEREAS, the City Council finds it in the City's best interests to renew and update the scope and duties of the Development Services Committee; **NOW, THEREFORE**,

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

Section 1. Findings. The recitals above are hereby adopted as findings of the City Council in support of this resolution.

Section 2. Development Services Committee. The Development Services Committee ("Committee") is a special purpose committee that provides input to staff on large planning initiatives that are being processed by the Planning Commission and City Council as described herein.

A. Purpose of the Committee.

1. Benefit the City Council by providing additional feedback and guidance to staff in preparing for City Council meetings on Planning Commission recommendations. The Committee will be advisory to the Development Services Director (“Director”) and will have no involvement or authority in matters of discussion by the Planning Commission.
2. Provide advisory guidance, as requested by the Director, regarding various matters of administrative management associated with the on-going work of the Planning Commission and, if needed, other work of the Director that may require presentation or approval before City Council.
3. Create efficiency in the City Council review, processing, and adoption of Planning Commission proposals.

B. Duties, Authority, and Operations of the Committee.

1. The Committee will be advisory to the Director and will have no authority or involvement in Workplan matters under discussion by the Planning Commission.
2. The Director has the authority to convene the Committee meeting on an as-needed basis.
3. Prior to Council view, the Committee will convene to preview staff presentations of Planning Commission recommendations and other matter as determined by the Director. The Committee will advise on staff presentation form and content.

C. Members of the Committee.

1. The Committee shall be made up of the following individuals:
 - a. Three members of the City Council, as appointed by the Mayor;
 - b. Three members of the Planning Commission, as appointed by the Mayor in consultation with the Planning Commission Chair; and
 - c. The Director, who shall serve as Committee Chair.
2. Alternates. The Mayor may appoint City Council and Planning Commission alternates who may serve in the absence of the appointed City Council or Planning Commission members of the Committee. A Council alternate may only serve in the absence of a Council member and the Planning

Commission alternate may only serve in the absence of a Planning Commission member.

3. Term Length:

- a. The City Council members and Planning Commission members of the Committee shall be appointed at the beginning of each even-numbered year and shall serve for two-year terms. Any vacancy shall be filled by appointment as needed.
- b. The Development Services Director position shall be automatically filled by the individual holding that position and may be filled from time to time by his/her designee.

4. Quorum. At least two members of the City Council and two members of the Planning Commission are needed to constitute a quorum.

5. Other participants. The Director shall be authorized to invite any needed personnel or consultants to the Committee meetings as needed to support the work of the Committee.

D. Member responsibilities.

The Committee members shall be responsible for the following duties:

- 1. Keeping the Director informed as to meeting availability and attendance;
- 2. Attending meetings in person or via videoconference;
- 3. If the Committee member is routinely unable to attend meetings, the Committee should inform the Director and the Mayor of the need to appoint a new member to his/her position on the Committee;
- 4. Providing input on the subject matter(s) presented, including:
 - a. Asking questions that the Committee member thinks will be asked by the City Council or the public;
 - b. Providing feedback on staff presentations in order to improve meeting process and quality of information presented; and
 - c. Providing feedback on proposed process and outreach, including timing, stakeholders, etc.

Section 3. Effective Date. This Resolution shall take effect immediately upon passage by the Council and signature of the Mayor.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 10TH DAY OF NOVEMBER, 2025 BY A VOTE OF ____ FOR, ____ AGAINST, AND ____ ABSTAINING, AND SIGNED IN AUTHENTICATION THEREOF ON THE 10TH DAY OF NOVEMBER, 2025.

Jessica Rossman, Mayor

APPROVED AS TO FORM:
Inslee, Best, Doezie & Ryder, P.S.

ATTEST:

Jennifer S. Robertson, City Attorney

Dawn Nations, Acting City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. 454



MEDINA, WASHINGTON

AGENDA BILL

Monday, November 10, 2025

Subject: Development Services Committee – Notice of Appointment

Category: Consent Agenda

Staff Contact(s): Jessica Rossman, Mayor

Summary:

At the October 13th City Council meeting, the City Manager and Development Services Director recommended that Council re-establish a Development Services Committee (DSC). Council received the recommendation positively, and a Resolution creating the DSC is also on this Consent Agenda. DSC previously existed as a temporary committee, comprising three councilmembers and three planning commissioners. Participating councilmembers were Randy Reeves and Michael Luis and me. Participating planning commissioners were Laura Bustamante, Mark Nelson, and Brian Pao.

Provided Council approves the DSC, staff and Planning Commission are working toward a likely November 20th committee meeting. The timing of the DSC meeting is intended to best facilitate the transfer of the Critical Areas Ordinance from Planning Commission to Council.

I'd anticipated that the same councilmembers and the same planning commissioners would simply be reappointed and continue on DSC. But a November meeting is important for keeping the Critical Areas Ordinance process on track, and that's likely to be the only DSC meeting before committee assignments re-set in January, so schedules became determinative.

Planning Commissioners Laura Bustamante, Mark Nelson, and Brian Pao are available this month, and are therefore reappointed to DSC through the end of 2025. Deputy Mayor Randy Reeves and I are also available and will continue service on DSC through 2025. Unfortunately, the timing did not work out for Councilmember Luis, who is unavailable to meet in November. Councilmember Harini Gokul is not currently assigned to a committee, is available to meet on November 20th at a time that works for all five returning DSC members; Councilmember Gokul is appointed to DSC for the remainder of 2025.

This proposed Resolution meets and supports Council's priorities 3 and 5.

Council Priorities:

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

Attachment(s)

No Attachments

Budget/Fiscal Impact: N/A

Recommendation: Approve DSC Committee Appointments.

City Manager Approval:

**Proposed Council Motions:**

MOTION: "I move approve the re-appointment of previous DSC members and appoint Harini Gokul to replace Michael Luis through the end of 2025."



MEDINA, WASHINGTON

AGENDA BILL

Monday November 10th, 2025

Subject: 2026 Proposed Budget and Salary Schedule

Category: Ordinance, City Council Business, Public Hearing

Staff Contact(s): Ryan Wagner, Finance Director

Summary

History and Background Information:

July 28, 2025 Regular Meeting: Public Hearing to consider the 2026-2031 Six Year Capital Improvement and Transportation Plan (CIP/TIB/Non-TIB).

September 8, 2025 Regular Meeting: The City Council held its first public hearing on the 2025 Budget.

September 22, 2025 Study Session: The 2026 Preliminary Budget was reviewed by Fund and by Department as presented in the 2026 Preliminary Budget document. Detailed line-item spreadsheets were also made available. Key Revenue and Expense items were discussed, and Department Directors were present to answer specific questions.

October 13, 2025 Regular Meeting: The City Council held its second public hearing on the 2026 Budget.

November 10, 2025 Regular Meeting: The City Council will hold its second public hearing on the 2026 Budget.

2026 Budget Assumptions:

General Fund & Street Operations (80% of Total City Budget):

- Property tax increase of 2.65% reflects an increase to the regular levy, \$76K due to new construction.
- Sales tax is predicted to increase by 2.98% from 2025, following trends.
- Utility tax predicted to increase from 2025 due to high rate adjustments, and higher usage.
- Creation of the Equipment Replacement Fund, which will push the City towards better tracking and maintain our high dollar assets.
- Direct staff's COLA adjustments are based on the following:
 - Police Guild Contract (9 FTEs), 3.0%-- contract expiring 12/31/2026.
 - Teamsters Clerical Contract (4 FTEs), 3.0%-- contract expiring 12/31/2027.
 - Teamsters Public Works Contract (4 FTEs), 3.0%-- contract expired 12/31/2027.
 - Unrepresented Employees, including City Manager (7.7 FTEs), based on June 30th CPI-W (Seattle-Tacoma-Bellevue) of 2.7%.

Employee benefit rates have been finalized by AWC and we expect an increase for Medical insurance of 8.7%, with Dental increasing by 4.3%. The City pays 90% of medical premiums for employees and their dependents plus 100% of dental, vision, employee only LTD/life insurance.

- 76% of General Fund and Street Operations budgeted spending is for State Mandated Services: Public Safety, City Manager & Finance. 24% is spent on the Essential Services

that support the need for delivering effective and efficient public service and a reliable public infrastructure such as IT, park & building maintenance, and risk management.

Development Services Fund (9% of Total City Budget):

- The City, to meet its goal of greater transparency, decided to extract the Development Services Department's related revenues, expenses (direct and allocated) and customer deposits from the General Fund and place them in a newly created Development Services Fund, starting with Budget Year 2022. Development Services is a State Mandated program which funds itself through fees and occasional grants.
- Revenue in 2025 was down from what was expected, 2026 has been budgeted in a similar fashion and a one-time transfer from the General Fund will be utilized to cover the deficit. If this continues, alternative funding options will need to be discussed to make sure the city can cover the cost of development long term.
-

Capital Projects Fund and Tree Fund (11% of Total City Budget):

- 2025's anticipated REET revenue of \$1.200M has been budgeted conservatively. It assumes there is a finite amount of developable inventory within the city as well as available local industry and customers with an appetite to take on the types of homes that we have seen built.
- Please refer to the Capital Projects list, located within the budget workbook for additional details.

Attachment(s)

1. 2026 Budget Schedule
2. Organization Chart
3. 2026 Proposed Salary Schedule
4. 2026 Proposed Budget Memo
5. 2026 Budget Workbook
6. Long-Term Forecast

Budget/Fiscal Impact: See attached

Recommendation: Discussion and Direction.

City Manager Approval:



Proposed Council Motion: N/A

Time Estimate: 30 minutes

CITY OF MEDINA, WASHINGTON

BUDGET IN BRIEF, 2026

2026 Proposed Budget Document

Message from the City Manager

The 2026 Proposed Budget for the City of Medina reflects our ongoing commitment to fiscal responsibility, transparency, and community service. It is presented in balance, even as we face rising costs and revenue limitations imposed by Washington's 1% property tax levy limit.

This budget is a continuation of promises made to voters during the 2019 levy lid lift to sustain essential services, maintain prudent reserves, and invest in infrastructure and community needs.

Looking forward to 2026, the City will:

- Increase emphasis on City beautification through more active code enforcement, management and maintenance of the City's rights-of-way, vegetation management and aesthetics, and safety including mitigating right-of-way encroachment on sidewalks and sight lines
- Engage in strategic planning focusing on sustainable provision of services, developing partnerships to foster economies of scale, organizational alignment to strategic goals, and incremental increases to levels of service under existing budget authority
- Increase community connection through focusing on public information, involvement, and events – bringing City Hall to the community and the community to City Hall
- Plan for the future –
 - Meeting state mandates,
 - Addressing the delicate balance of policy challenges, especially affordable housing, environmental conservation, and transportation demand/mobility, and
 - Planning for long-term investments in the City's infrastructure such as public buildings, fleet, parks, and infrastructure (streets and stormwater, as well as utilities and services provided by partner jurisdictions).

We invite your input into the budget process, and engagement as we undertake this important work in your City.

Jeff Swanson, City Manager

Strategic Goals and Priorities

VISION STATEMENT

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

MISSION STATEMENT

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

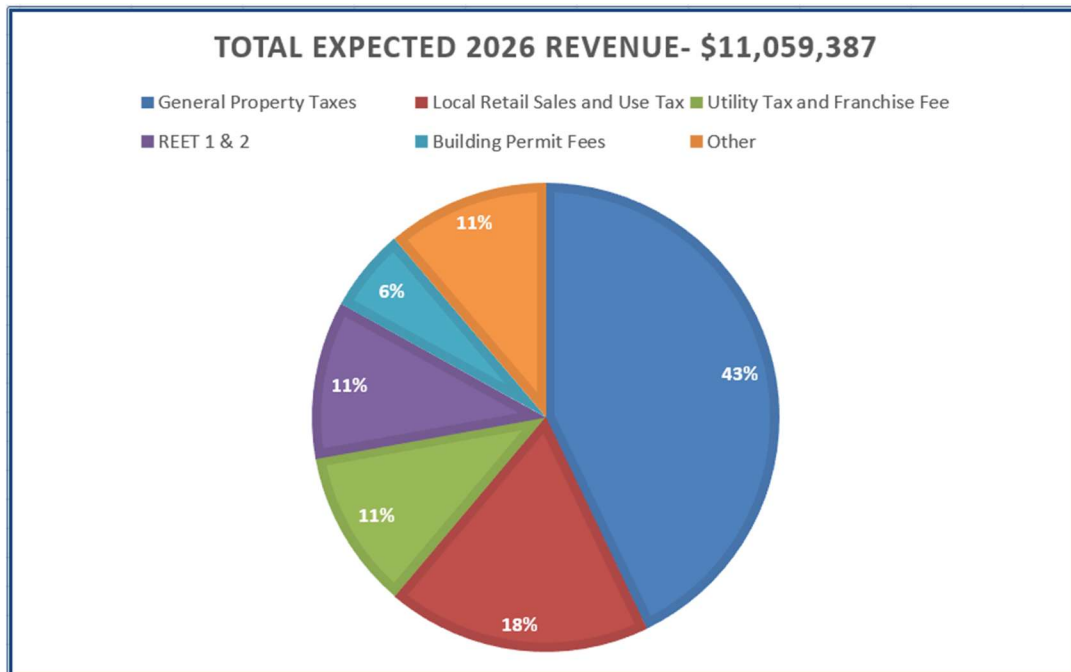
CITY COUNCIL PRIORITIES

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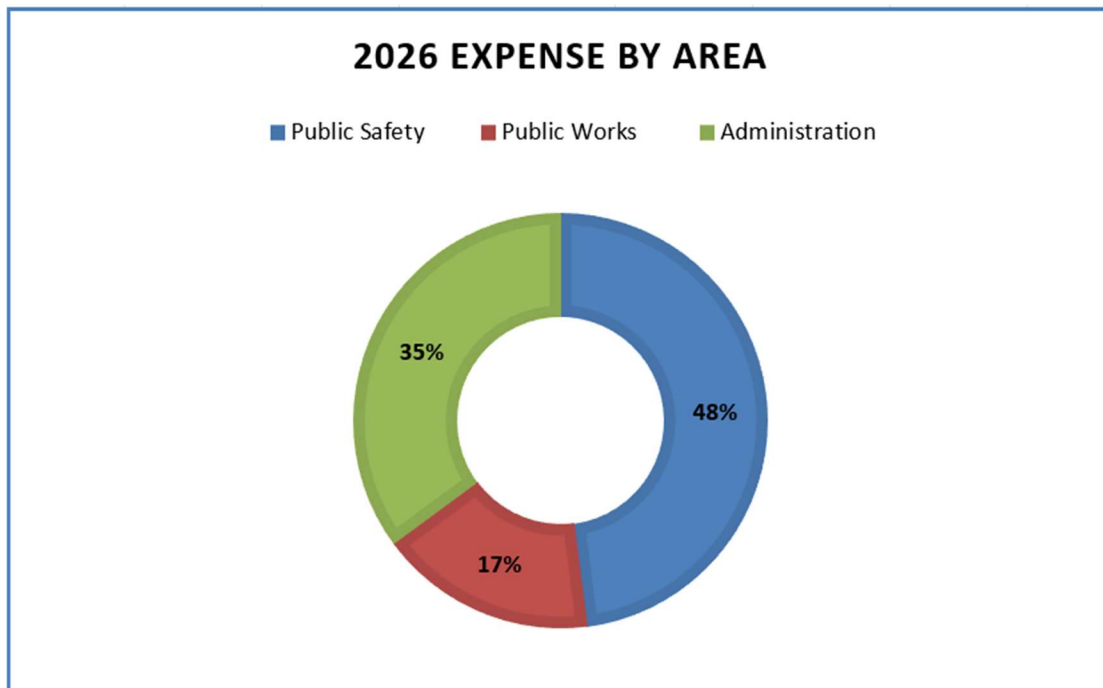
At a Glance

- **Total Budget:** \$10.997 Million
 - **General & Street Fund:** \$8.840M (80%)
 - **Development Services Fund:** \$1.006 (9%)
 - **Capital & Tree Funds:** \$1.150M (11%)
-

Where the Money Comes From (Revenues)



Where the Money Goes (Expenditures)



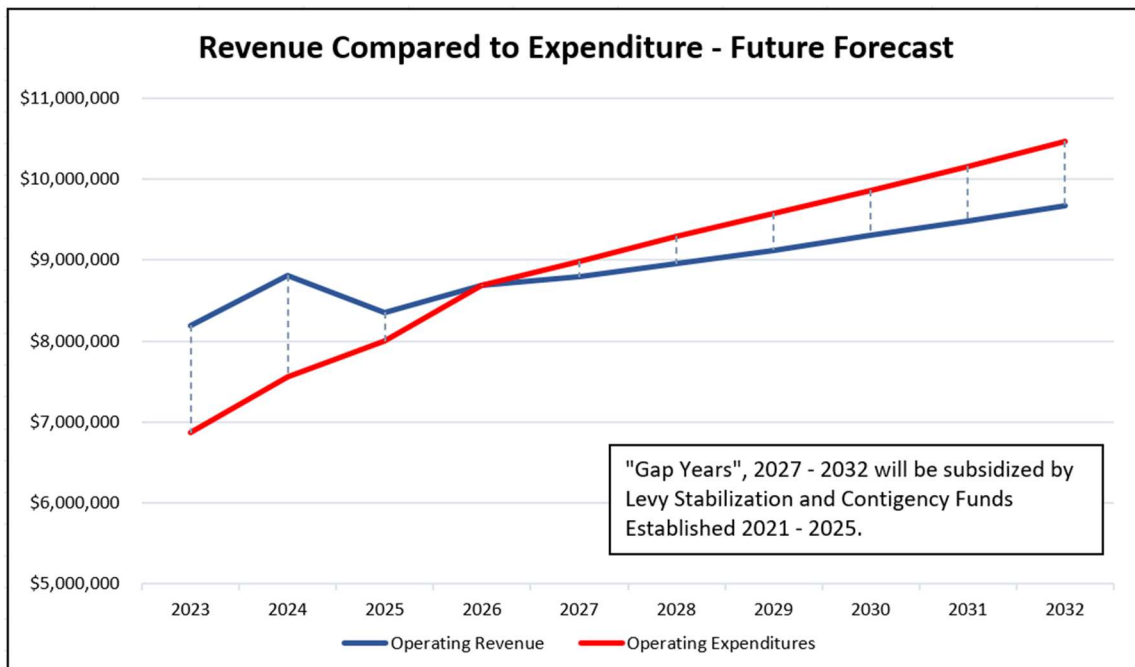
Key Highlights for 2026

- Balanced budget presented despite rising costs.
- **Police Department:** Added Sergeant position, shift from leasing to purchasing vehicles.
- **Public Works:** More overtime to handle storm response and park demand; aging equipment scheduled for repair/replacement.
- **Capital Projects:** \$960K for road, sidewalk, stormwater, and park improvements.
- **Development Services:** Revenue decline projected; long-term sustainability planning underway with a one time transfer from the General fund to maintain service levels.

Looking Ahead

- **Levy Lid Lift (2019):** Continues to sustain services, with stabilization fund projected to last until 2032.
- **Revenue Constraints:** Washington's 1% property tax levy cap limits future revenue growth.
- **Forecast:** Expenditures projected to surpass revenues beginning in 2027, requiring use of stabilization funds.

Revenue vs. Expenditure Forecast (2020–2032)



What This Means for You

- Property taxes fund 43% of city services, but levy limits constrain growth.
- City continues to prioritize **public safety, financial health, and essential services**.
- Long-term planning remains central to keeping Medina's services stable.

Your Tax Dollar at Work



Financial Overview

- **Total Budget:** \$10.997 Million
- **General & Street Fund:** \$8.840M (80%)
- **Development Services Fund:** \$1.006 (9%)
- **Capital & Tree Funds:** \$1.150M (11%)

Key Revenue Assumptions

- Property tax revenue increase of 2.65% (1% limit + \$76,063 new construction).
- Sales tax increase of 2.98%

With conservative revenue projections in 2025, the following two items see a large increase to more accurately reflect expectations.

- Utility tax increase of 24.26%.
- Interest earnings projected 7.41% growth.

Expenditure Drivers

- COLA increases of 3% for union staff.
- Health benefits through AWC increase of 8.7%.
- Fire/EMS contract increase of 11.6%.
- Police capital vehicle purchases increase of 20%.
- City Attorney budget increase of 25%.

Long-Term Financial Forecast

The levy stabilization fund is projected to sustain balance through 2032, with expenditures exceeding revenues beginning in 2027.

Long Term Projected Revenue and Expenditures

	2026	2027	2028	2029	2030	2031	2032
Operating Revenue	\$ 8,856,387.00	\$ 8,960,614.74	\$ 9,123,327.03	\$ 9,294,593.58	\$ 9,479,485.45	\$ 9,668,075.16	\$ 9,860,436.66
Operating Expenditures	\$ 8,763,285.00	\$ 9,069,999.98	\$ 9,387,449.97	\$ 9,669,073.47	\$ 9,959,145.68	\$ 10,257,920.05	\$ 10,565,657.65

Debt and Reserves

Debt Policy

The City will maintain adequate debt capacity for priority projects.

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

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

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

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

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

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

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

Reserve Account Policies

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

1. The Levy Stabilization Fund account, up to the annual targeted amount identified in the Levy.
2. The Contingency Fund account, up to 25% of the annual general fund budgeted expenditures. (Currently at 20% of 2026 Budget)
3. Any remaining reserves allocated to the Capital Projects Fund, the Equipment Replacement Account and/or the Levy Stabilization Fund as recommended by the City Manager and/or Finance Director.

Levy Stabilization Fund

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

End of Year 2025 Balance: \$2,685,000

Contingency Fund

The Contingency Fund may be used for the following:

- a) To sustain City services in the event of a catastrophic event such as a natural/manmade disaster (e.g. earthquake, windstorm, flood, terrorist attack) or a significant downturn in the economy.
- b) To address temporary, short-term (less than one year) economic downturns and temporary gaps in cash flow. Conditions, such as expense reductions and/or restrictions may be imposed.
- c) Amounts held in the Contingency Fund in excess of its limit (25% of the annual general fund budgeted expenditures) may be used to fund the Capital Improvement Plan.
- d) To pay down debts expeditiously when financially advisable, consistent with expert recommendations and with consideration of the City's overall financial status.

End of Year 2025 Balance: \$1,750,000

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

Department and Fund Summaries

Police Department

- Additional Sergeant position reflected in 2025.
- Vehicle procurement strategy shifting from leasing to purchasing.
- 7.23% increase in dispatch services through Norcom.

Finance & Central Services

- 6% increase in liability insurance.
- 12.65% increase to capital outlay for IT/server upgrades.
- Six new computers scheduled for replacement.

Public Works

- \$11K increase for overtime (storms, parks demand).
- \$4K increase for repairs/maintenance of equipment.

Development Services Fund

- 11.8% decrease in permitting revenues projected for 2026.
- Staffing and consulting costs adjusted accordingly.
- One time transfer from the General Fund to cover deficit.
- Long-term sustainability planning underway.

Equipment Replacement Fund

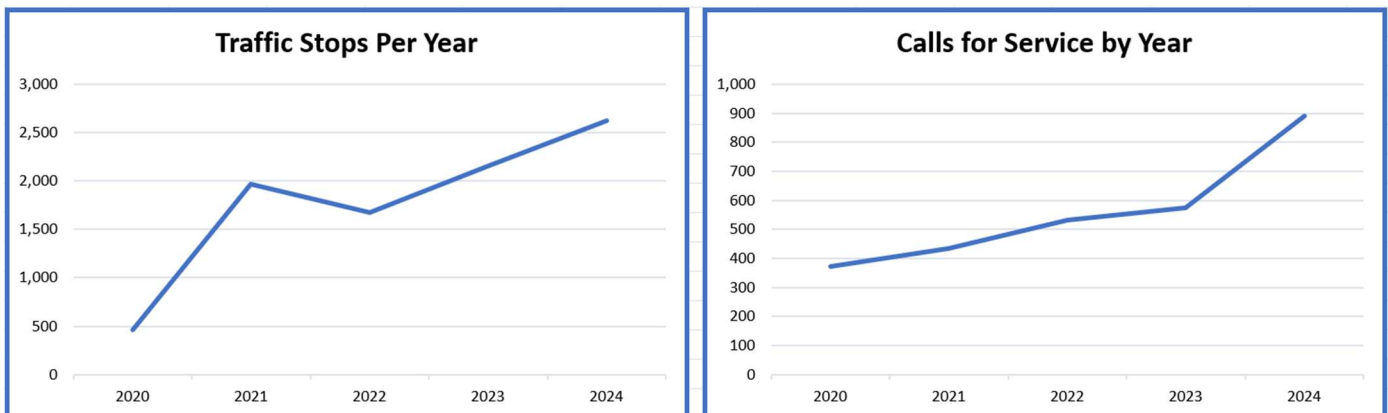
- Newly Created Fund to better track and fund City assets.
- Major emergency response acquisitions expected for 2026.
 - Replacement Backhoe
 - Replacement Transportable Generator

Capital & Tree Funds

- REET revenue projected at \$1.2M.
- 2026 projects include roadway overlays, sidewalk improvements, stormwater upgrades, and park enhancements.

Service Levels and Performance

Police Department



Budget in Brief (One-Page Summary)

Where the Money Comes From (Revenues)

Property Taxes: 43%

Sales & Utility Taxes: 29%

Permits/Fees: 7%

REET (Capital): 11%

Other (interest, donations, grants, etc.): 10%

Where the Money Comes From (Revenues)



Explanation of Revenue Sources

Property Taxes are the primary source of revenue for the City, comprising approximately 54% of General Fund revenues. Medina voters passed a levy lid lift in 2019, enabling the City to increase the property tax levy annually by 5% through 2025. With the expiration of the levy lid lift, beginning in 2026 the annual property tax levy increases will return to the 1% statutory limit.

For every \$1.00 on property taxes paid by a City of Medina real property owner, the City receives \$0.09.

To learn more about property taxes in Washington State, please follow this link:

<https://mrsc.org/explore-topics/finance/revenues/property-tax>

Local Retail and Use Tax is the second largest source of revenue, comprising approximately 23% of City General Fund revenues. Medina's local tax rate is 3.7% and with Washington State's destination sales tax policy is applicable to online orders and delivered taxable goods, as well as to the purchase of taxable goods and services purchased within city limits. To learn more about sales and use taxes in Washington State, please follow this link:

<https://mrsc.org/explore-topics/finance/revenues/sales-taxes>

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



Utility and Franchise Fees comprise approximately 14% of Medina's General Fund revenue. The City collects a 6% excise tax on electricity, natural gas, water, wastewater, garbage/solid waste, cable TV, and telephone services. The City collects an additional 4% amount through franchise agreements with providers of water, wastewater, and cable TV services. To learn more about utility taxes, please follow this link:

<https://mrsc.org/explore-topics/finance/revenues/utility-tax>

Investment Income comes from two sources: the LGIP Investment Pool, and the City of Medina's bond portfolio. Investment income is divided between the General Fund and the Capital Fund, allowing for greater flexibility in funding capital projects than other sources of revenue dedicated to capital projects.

Real Estate Excise Tax (REET 1 and REET 2) comprise the primary funding source for most of the City's capital infrastructure projects. The City collects 0.25% for REET 1 and 0.25% for REET 2, applicable to real estate property sales. REET is a restricted revenue, with differing criteria applicable to each type of REET collected. To learn more about real estate excise taxes, please follow these links:

<https://mrsc.org/explore-topics/finance/revenues/real-estate-excise-tax>

<https://mrsc.org/stay-informed/mrsc-insight/june-2024/reet-funds>

Grant Funding is used when possible and appropriate to fund projects that exceed the City's financial capacity and/or to supplement funding capital projects. Most of the grants awarded to the city in the past have been awarded by King County or Washington State to help pay for park improvements, street overlays, and sidewalk installation.

Where the Money Goes (Expenditures)

Police, Fire & Public Safety: 38% - Green

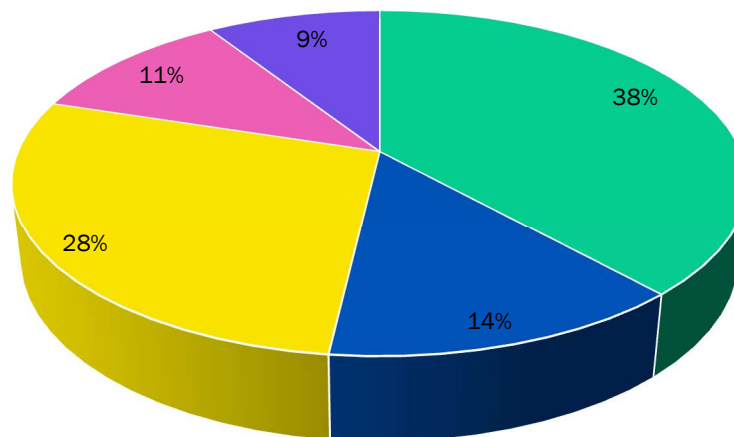
Public Works & Parks: 14% - Blue

Development Services: 9% - Purple

Capital Projects: 11% - Pink

Administration & Legal: 28% - Yellow

Where your Money Goes, Expenditures



Property Tax Levy Lid Lift

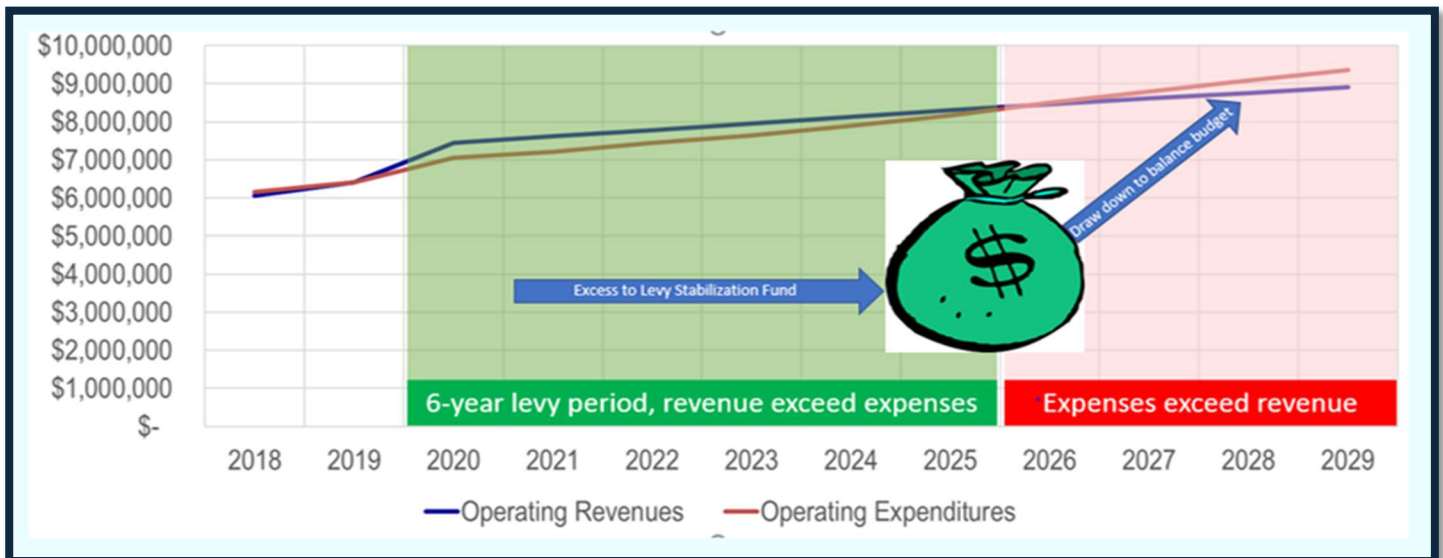
In 2019, the City of Medina faced challenging financial circumstances. The accumulated effects of Washington Initiative 747 limiting the Councilmanic annual property tax levy increase to 1% and years of costs increasing at a much higher rate than revenues effectively imposed a structural deficit on the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

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

- The same level of services as existed in 2019 would be maintained
- Restored measures of financial health

- Begin each budget cycle with the full General Fund balance to cover first quarter expenses
- Engage a City Finance Committee comprised of Councilmembers to provide increased oversight
- Forecast and financially plan on a ten-year basis
- Rebuild Contingency Fund
- Develop community-friendly financial statements
- Make the six-year levy lid lift (from 2020-2025) last until at least 2030

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



SPECIFICS ABOUT THE LEVY

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

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

More information on the City of Medina's Financial Reporting

Medina is a **Cash Basis** entity.

- Expenses and revenues are recorded as they are paid or deposited.
- No balance sheet, meaning no reporting of assets and liabilities. The City owns buildings, land, and equipment, however those do not appear in City financial reports as one would find in private sector financial reporting.
- It functions as a simple checkbook register: starting balance, money in, money out, and remaining balance.

Medina uses **Fund Accounting**.

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

Learn More

- Full Budget Document and supporting materials available at [Adopted Budgets | Medina Washington](#)
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Appendices

- Budget Calendar (statutory and planned steps).
- Organization Chart
- Position List/Salary Schedule
- 2026 Proposed Budget Workbook
- Long-Term Forecast Tables Document
- Glossary of Budget Terms

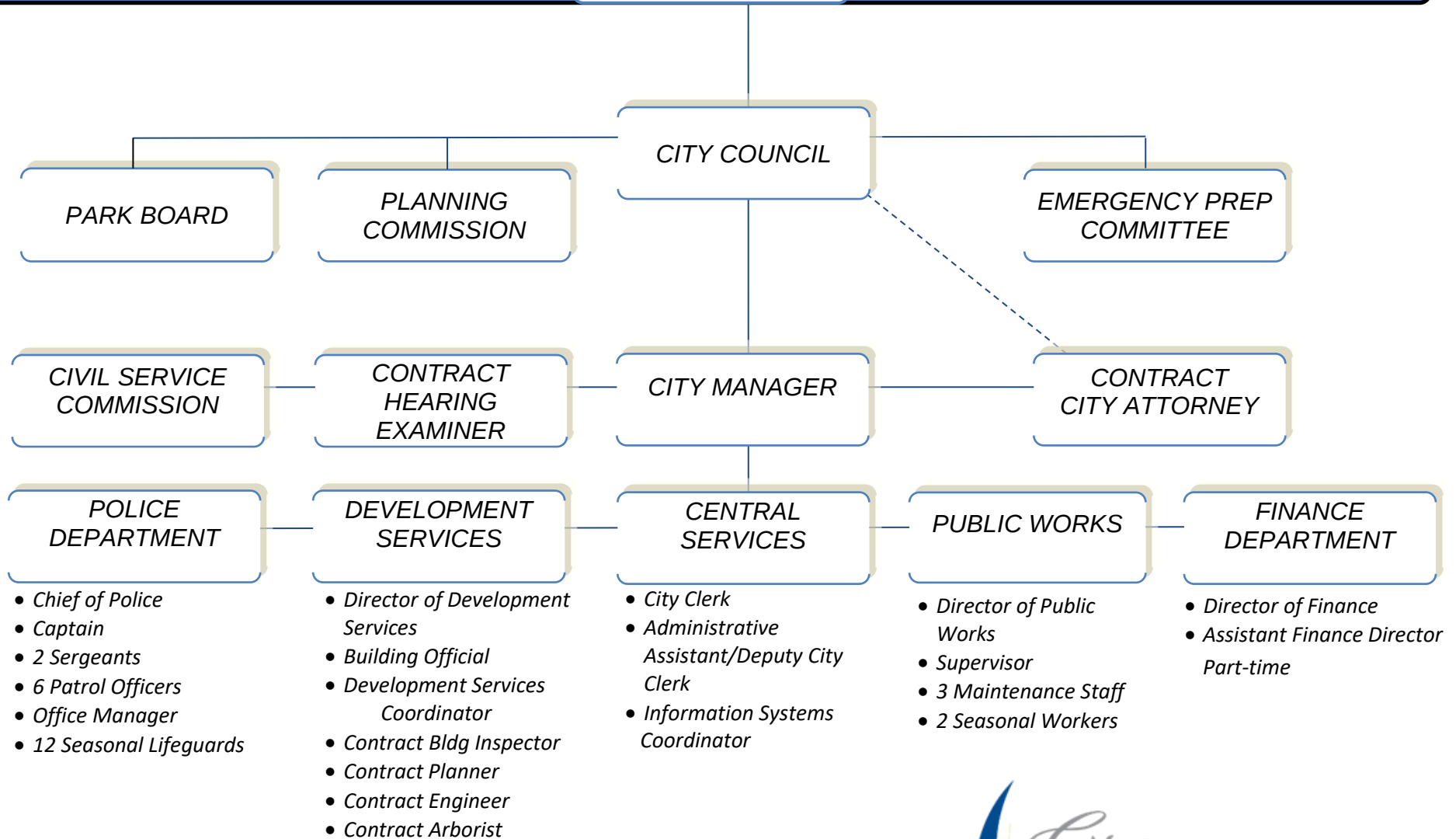
2026 Budget Calendar City of Medina, Washington

Statutory Dates	Planned/Actual Dates	2026 Budget Process
No legal requirement	September 8, 2025	Council holds Public Hearing to gather input on 2026 Preliminary Budget.
Oct 2, 2025	September 8, 2025	City Manager provides City Council with 2025 Revenue projections for the current year. City Manager provides a 2026 Preliminary Budget showing 2026 Revenue and Expenditures by Department.
No legal requirement	Sept 22, 2025	City Council holds a study session on 2026 Preliminary Budget. <i>Balancing decisions made if necessary.</i>
Nov 2, 2025	October 13, 2025	City Manager files 2026 Updated Preliminary Budget & Budget Message with the City Clerk and the City Council.
Prior to November 25, 2025	October 13, 2025	City Council holds Preliminary Public Hearing on 2026 Budget & Revenue Sources (Property Tax Levy)
No later than Nov 2, through Nov 20, 2025	Dates as needed prior to Nov 10 th meeting	Once a week for two consecutive weeks, City Clerks publishes notice of filing of 2026 Budget and notice of public hearing on final budget.
Nov 21, 2025	Nov 10, 2025	Copies of 2026 proposed final budget are made available to the public at the Regular City Council meeting.
Nov 30, 2025 (KC due date) (Hearing due date 12/4/25)	Nov 10, 2025	Council holds the Final Public Hearing and sets the 2026 Property Tax Levy to certify the levy with the King County Assessor's Office.
Dec. 31, 2025	Nov 10, 2025	Council adopts Final 2026 Budget at the Regular Monthly City Council meeting.
After Adoption	After Adoption	Copies of 2026 Final Budget Ordinance are filed with the Washington State Auditor's Office, MRSC and AWC.

CITY OF MEDINA

CITIZENS OF MEDINA

ORGANIZATIONAL CHART



**City of Medina
Ordinance Number --
Attachment A**

2026 Salary Schedule

The 2026 salary ranges for full time city employees shall be as follows (see notes in blue):

Exempt Unrepresented Employees:

COLA increase = CPI-W, 2.7%	FTE	Minimum	Midpoint	Maximum
Building Official *	1	\$9,375	\$10,549	\$11,720
Planning Manager	0	\$9,102	\$10,242	\$11,379
Public Works Director	1	\$10,488	\$11,798	\$14,421
Development Services Director	1	\$10,488	\$11,798	\$14,421
Finance/HR Director	1	\$10,488	\$11,798	\$13,110
City Clerk	1	\$10,488	\$11,798	\$13,110
Police Chief	1	\$12,920	\$14,535	\$16,147
City Manager	1	\$13,238	\$14,891	\$17,733

Please note, per a salary survey an additional 3% is recommended for the Building Official Role

Non Exempt Unrepresented Employees:

COLA increase = CPI-W, 2.7%, Captain at 3% per Guild	FTE	Minimum	Midpoint	Maximum
Assistant Finance Director *	1	\$6,961	\$8,354	\$9,782
Police Captain	1	\$11,017	\$12,393	\$13,769

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

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

Police Guild Contract 3% COLA Increase	FTE	Step A	Step B	Step C	Step D
Patrol Officer A		\$8,535	\$8,775	\$9,261	\$9,751
Patrol Officer B		\$8,639	\$8,875	\$9,359	\$9,851
Patrol Officer C	2	\$8,838	\$9,069	\$9,557	\$10,043
Patrol Officer D	4	\$9,038	\$9,261	\$9,753	\$10,239
Police Sergeant A	2	\$10,058	\$10,296	\$10,841	\$11,396
Police Sergeant B		\$10,257	\$10,490	\$11,035	\$11,592

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Public Works Employees):

Teamsters Guild Contract 3% COLA Increase	FTE	Step A	Step B	Step C	Step D
Maintenance Worker	3	\$6,606	\$6,886	\$7,274	\$7,675
Maintenance Supervisor	1	\$8,037	\$8,484	\$8,938	\$9,415

Public, Professional and Office-Clerical Employees Union, Local 763

(Representing Office-Clerical Employees):

Teamsters Guild Contract 3% COLA Increase	FTE	Step A	Step B	Step C	Step D
Admin. Assistant-Deputy Clerk	1	\$6,606	\$6,886	\$7,274	\$7,675
Information Systems Coordinator	1	\$6,606	\$6,886	\$7,274	\$7,675
Police Administrative Specialist	0	\$6,606	\$6,886	\$7,274	\$7,675
Development Services Coordinator	1	\$6,741	\$6,944	\$7,311	\$7,696
Deputy Building Official	0	\$7,164	\$8,120	\$9,075	\$10,028
Police Office Manager	1	\$8,037	\$8,484	\$8,938	\$9,415

City of Medina 2026 Budget - General Fund				
Revenue				
Total Revenue		\$		8,854,400
Change		\$		497,339
Expenditures				
Department	2025 Adopted Budget		2026 Proposed Budget	Delta
Exec.	308,736	\$	325,603	\$ 16,867
Finance	614,051	\$	632,123	\$ 18,072
Central Services	1,186,277	\$	1,165,502	\$ (20,775)
Police	2,931,655	\$	2,893,217	\$ (38,438)
Fire	950,544	\$	1,060,791	\$ 110,247
Parks	630,355	\$	648,065	\$ 17,710
Rec Services	45,600	\$	45,600	\$ -
Legislative	83,000	\$	80,000	\$ (3,000)
Long Range Planning	315,222	\$	281,745	\$ (33,477)
Legal	483,000	\$	562,000	\$ 79,000
Social and Env. Services	55,966	\$	56,143	\$ 177
Equipment Replacement	-	\$	432,495	\$ 432,495
Transfers	725,000	\$	580,000	\$ (145,000)
Total General Fund Exp.	\$ 8,329,406	\$	8,763,285	\$ 433,879
Total General Fund Surplus				\$ 91,115

City of Medina 2026 Budget Capital Fund				
Revenue				
Total Revenue	\$			1,395,000
Change:	\$			(140,000)
Expenditures				
Total Capital	\$			1,020,000
Total Stormwater	\$			200,000
Total Capital Fund Exp.	\$			1,220,000
Change:	\$			370,000

City of Medina 2026 Budget Dev Services Fund				
Revenue				
Total Revenue	\$			1,010,000
Change	\$			(50,050)
Expenditures				
Total Expenditures	\$			1,006,307
Change	\$			(202,206)
Total Development Services Deficit				\$ 3,693

GENERAL FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		Comments:
	GENERAL FUND - REVENUES					
	PROPERTY & SALES TAX					
001 000 000 311 10 00 00	General Property Taxes	4,608,359	4,619,143	4,741,397	▲2.65%	Includes 1% all'd increase + new constrct/improvmnts (\$76,063), Based on First Preliminary Worksheet
001 000 000 313 11 00 00	Local Retail Sales & Use Tax	1,964,450	2,023,000	2,023,000	▲2.98%	2025.09 ytd rolling 12 mos (+ passthru ARCH cont. from SHB1406, COM ord 985, \$10,000 est)
001 000 000 313 71 00 00	Criminal Justice Funding	111,099	105,000	108,150	▼2.65%	Flat to 2025.09 ytd rolling 12 mos + 3% Increase
	TOTAL PROPERTY & SALES TAX	6,683,908	6,747,143	6,872,547	▲2.82%	
	BUSINESS & OCCUPATION-UTILITY TAX					Util Tax 6% and Franchise Fees 4%
001 000 000 316 41 00 00	Electric - Puget Sound Energy	260,100	330,000	330,000	▲26.87%	Based on 2025.09 ytd rolling 12 mos,
001 000 000 316 42 00 00	Gas - Puget Sound Energy	145,000	167,000	167,000	▲15.17%	
001 000 000 316 43 00 00	Water & Sewer	208,080	291,000	291,000	▲39.85%	
001 000 000 316 45 00 00	Garbage, Solid Waste	55,000	69,000	69,000	▲25.45%	
001 000 000 316 46 00 00	Cable - Comcast	85,313	97,000	97,000	▲13.70%	
001 000 000 316 47 00 00	Telephone - Mobile & landline	37,454	46,000	46,000	▲22.82%	
001 000 000 317 20 00 00	Leasehold Excise Tax	2,000	(410)	-	▼100.00%	
	BUSINESS LICENSE/PERMITS-FRANCHISE FEES					
001 000 000 321 91 00 00	Franchise Fees - Water/Sewer COB, Cable Comcast	187,272	218,000	218,000	▲16.41%	Assumes 4% Franchise Fee per Ord 895 of 11/30/2012 , applied as above
	TOTAL UTILITY TAX & FRANCHISE FEES	980,219	1,217,590	1,218,000	▲24.26%	
	LICENSES & PERMITS					
001 000 000 322 30 00 00	Animal Licenses	400	100	4,500	▲1025.00%	Moving to King County Pet Licensing
001 000 000 322 90 00 00	Other Non Bus. Licenses & Permits (Gun Permits)	500	750	750	▲50.00%	Based on 2025.09 ytd annualized
001 000 000 322 99 00 00	Business Licenses			25,000		Contingent on adoption of Ordinance 1046
	TOTAL LICENSES & PERMITS	900	850	30,250	▲3261.11%	
	INTERGOVERNMENTAL					
001 000 000 334 01 10 00	Dept of Justice- Federal Grant					Based on one budgeted vest replacement, see PD exp
S/B in street	Multimodal Transportation - Cities					2025: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 21 00	MVET-Criminal Justice-Pop.	1,168	1,041	1,166	▼0.17%	2025: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 26 00	Criminal Justice-Special	4,088	3,677	4,081	▼0.17%	2025: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 51 00	DUI/Other Criminal Justice		201			
001 000 000 336 06 94 00	Liquor Excise Tax	19,155	21,164	20,055	▲4.70%	2025: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 00	Liquor Control Board Profits	21,520	19,373	21,484	▼0.17%	2025: MRSC estimated distribution of State Shared Revenue, available late July
001 000 000 336 06 95 01	Liquor Control Board Profits-Public Safety Portion		4,475			
001 000 000 342 11 00 00	Hunts Point Police Contract- Add'l Police Serv	360,937	360,937	378,984	▲5.00%	Based on 13.1% avg previous years of expense subtotal line
	TOTAL INTERGOVERNMENTAL	406,868	410,868	425,770	▲4.65%	
	CHGS FOR GOODS AND SERVICES					
001 000 000 341 99 00 00	Passport & Naturalization Fees	5,000	1,000	1,000	▼80.00%	Potential reduction do to staff workload
	TOTAL CHGS FOR GOODS/SERVICES	5,000		1,000	▼80.00%	
	FINES & FORFEITURES					
001 000 000 353 10 00 00	Municipal Court-Traffic Infrac	18,000	35,000	30,000	▲66.67%	Hx ratio of court costs (75%) to revenue
	TOTAL FINES & FORFEITURES	18,000	35,000	30,000	▲66.67%	
	MISCELLANEOUS REVENUE					
001 000 000 361 11 00 00	Investment Interest	135,000	300,000	145,000	▲7.41%	Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)--- 2025.07 ytd annualized
001 000 000 361 40 00 00	Sales Interest	4,500	8,000	6,000	▲33.33%	Based on 2025 actual annualized 7.1
001 000 000 362 00 00 10	Wireless Commun. Facility Leases	30,030	28,600	30,631	▲2.00%	2026 American Towers Corp. Increased in 2025
001 000 000 362 00 00 20	Post Office Facility Lease	88,508	88,508	93,054	▲5.14%	Lease of \$7,625/mo
001 000 000 367 11 00 00	Contributions/Donations	-	-	-		In 2025 we are not planning on asking for Community Donations
001 000 000 369 30 00 10	Confiscated Property-Auction	-	-	-		
001 000 000 369 91 00 00	Other	3,500	3,000	3,500	▲0.00%	Based on 2025 Revenue, Misc Revenue coded here
001 000 000 369 91 00 10	Other-Copies	75	25	75	▲0.00%	Based on 2025 Budget
001 000 000 369 91 00 15	Other-Fingerprinting	400	300	400	▲0.00%	Based on 2025 Budget
001 000 000 369 91 00 35	Other-Notary	100	75	100	▲0.00%	Based on 2025 Budget
001 000 000 369 91 00 45	Other-Reports	53	85	60	▲14.29%	Based on 2025 Budget
	TOTAL MISCELLANEOUS REVENUES	262,166	428,593	278,820	▲6.35%	
	REFUNDABLE DEPOSITS (NOT REFLECTED IN BUDGET)					
001 000 000 382 20 00 00	Refundable Retainage					
	DISPOSITION OF CAPITAL ASSETS					
001 000 000 395 10 00 00	Proceeds From Sales of Capital Assets		18,288			
	TOTAL DISPOSITION OF CAPITAL ASSETS	-	18,288	-		
	TOTAL GENERAL FUND REVENUE	\$ 8,357,061	\$ 8,858,332	\$ 8,856,387	▲5.97%	

LEGISLATIVE SERVICES

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		
	GENERAL FUND - EXPENDITURES					
	LEGISLATIVE SERVICES					
001 000 000 511 60 41 00	Professional Services	20,000	5,000	10,000	▼50.00%	CC retreat, End of year banquet
001 000 000 511 60 41 01	Legislative Activities-Regional Intergovt	7,000	6,500	7,000	▲0.00%	AWC (\$1900), PSRC (\$700), Eastside Transp, Sound Cities (\$2400)
001 000 000 511 60 43 00	Training	2,000	500	10,000	▲400.00%	AWC training, conferences, meals, and travel
001 000 000 511 60 49 00	Miscellaneous	2,000	4,000	3,000	▲50.00%	Park Board, Planning Comm, Council misc meeting expenses
001 000 000 511 60 49 10	Medina Days	52,000	46,694	50,000	▼3.85%	\$29,000 Fireworks+ \$13,000 barge, \$8,000 sani-cans (Finance Committee reccomendation, promissed with Levy
	TOTAL LEGISLATIVE SERVICES	83,000	62,694	80,000	▼3.61%	

LEGAL

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		
						Notes:
	LEGAL DEPARTMENT					FTE's: NA, contracted
001 000 000 515 41 40 00	City Attorney	300,000	380,000	365,000	▲21.67%	Per SM, hx avg of "routine legal service", "excluding itigation or highly contentious events"= \$235K. \$50K for 520 Litigation, Staff added \$100K for "contentious
001 000 000 515 45 40 00	Special Counsel	60,000	60,000	50,000	▼16.67%	\$50K for State Route 520 Mediation
001 000 000 515 45 40 00	Unfunded Mandate	50,000	50,000	50,000	▲0.00%	\$50K budget, for City Manager and Council to allocate throughout the yea
001 000 000 512 50 40 10	Municipal Court-Traffic/NonTrf	15,000	35,000	35,000	▲133.33%	Required Service/Expenditure - Offset by Court Revenue
001 000 000 512 50 41 10	Prosecuting Attorney	48,000	48,000	48,000	▲0.00%	
001 000 000 515 91 40 00	Public Defender	10,000	14,000	14,000	▲40.00%	Required Service/Expenditure
	TOTAL LEGAL DEPARTMENT	483,000	587,000	562,000	▲16.36%	

SOCIAL AND ENVIRONMENTAL SERVICES

ACCOUNT NUMBER DESCRIPTION		2025 Adopted Budget	2025 Year End Est.	2026 Proposed 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	38,066	36,350	38,066	▲0.00%	
TOTAL SOCIAL SERVICES		38,066	36,350	38,066	▲0.00%	
ENVIRONMENTAL SERVICES						
001 000 000 553 10 40 00	Land & Water Conservation Resources-King County	4,400	4,226	3,804	▼13.55%	
001 000 000 553 70 40 00	Pollution Prevention-Puget Sound Clean Air Agency	12,500	22,676	13,273	▲6.18%	
TOTAL ENVIRONMENTAL SERVICES		16,900	26,902	17,077	▲1.05%	
MENTAL HEALTH SERVICES						
001 000 000 564 60 40 00	Mental Health Services-KC Substance Abuse Fees	1,000	850	1,000	▲0.00%	
TOTAL SOCIAL & ENVIRONMENTAL SVCS		55,966	64,102	56,143	▲0.32%	

RECREATIONAL - LIFEGUARD

		2025	2025	2026		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Proposed Budget		Notes:
	RECREATION SERVICES (LIFEGUARDS AND BOYS & GIRLS CLUB)					Budget reduced due to 2025 actuals
	SALARIES & WAGES					
001 000 000 571 00 10 00	Salaries & Wages	35,000	28,707	32,000	▼8.57%	
001 000 000 571 00 11 00	Overtime					
	TOTAL SALARIES & WAGES	35,000	28,707	32,000	▼8.57%	
	PERSONNEL BENEFITS					
001 000 000 571 00 20 00	Personnel Benefits	4,200	2,249	3,000	▼28.57%	
001 000 000 571 00 30 00	Uniforms	2,000	513	2,000	▲0.00%	
	TOTAL PERSONNEL BENEFITS	6,200	2,762	5,000	▼19.35%	
	SUPPLIES					
001 000 000 571 00 31 00	Operating Supplies		240	500		
001 000 000 571 00 32 00	Miscellaneous Lifeguard Expense	7,300	6,462	7,300	▲0.00%	
	TOTAL SUPPLIES	7,300	6,702	7,800	▲6.85%	
	OTHER SERVICES & CHARGES					
001 000 000 571 00 40 00	Travel & Training		800	800		
001 000 000 571 00 41 00	Recreation - Boys & Girls Club					
	TOTAL OTHER SERVICES & CHARGES	-	800	800		
	TOTAL RECREATION-LIFEGUARDS	48,500	38,971	45,600	▼5.98%	

FIRE AND MEDICAL

ACCOUNT NUMBER DESCRIPTION		2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		
						Notes:
FIRE & MEDICAL AID DEPARTMENT						2026 Will see a 11.67% rise in Fire and EMS Costs Updated 7/31/25 with COB notice received. LEOFF1 contract obligation
INTERGOVERNMENTAL SERVICES						
001 000 000 522 20 41 00	Fire Control Services	935,182	904,285	1,044,283	▲ 11.67%	
001 000 000 522 20 41 00	Fire Control Services (LEOFF1 Liab.)	15,362	15,118	16,508	▲ 7.46%	
TOTAL INTERGOVERNMENTAL		950,544	919,403	1,060,791	▲ 11.60%	
TOTAL FIRE & MEDICAL DEPT		950,544	919,403	1,060,791	▲ 11.60%	

EXECUTIVE

		2025	2025	2026		
ACCOUNT NUMBER DESCRIPTION		Adopted Budget	Year End Est.	Proposed Budget		Notes:
EXECUTIVE						FTE's: 1
SALARIES & WAGES						
001 000 000 513 10 11 00	Salaries & Wages	201,697	270,000	229,021	▲13.55%	CPI-W=2.7% COLA-- See Salary Model for addl details
001 000 000 513 10 21 50	Auto Allowance	6,000	6,500	8,500	▲41.67%	
001 000 000 513 10 11 17	Medical Opt Out	14,865	13,731	0	▼100.00%	
001 000 000 513 10 11 16	ICMA 457 Plan	24,000	14,000	4,800	▼80.00%	
TOTAL SALARIES & WAGES		246,562	304,231	242,321	▼1.72%	
PERSONNEL BENEFITS						
001 000 000 513 10 21 00	Personnel Benefits	22,809	30,000	43,282	▲89.76%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
TOTAL PERSONNEL BENEFITS		22,809	30,000	43,282	▲89.76%	
OTHER SERVICES AND CHARGES						
001 000 000 513 10 41 00	Professional Services	36,000	75,000	36,000	▲0.00%	SR520 Consultant, 2025 Actuals includes GMP Consulting costs for CM recruitment WCIA and other training
001 000 000 513 10 43 00	Travel & Training	3,000	2,750	3,000	▲0.00%	
001 000 000 513 10 49 01	Dues, Subscr.	365	365	1,000	▲173.97%	
TOTAL OTHER SERVICES & CHARGES		39,365	78,115	40,000	▲1.61%	
TOTAL EXECUTIVE DEPARTMENT		308,736	412,346	325,603	▲5.46%	

CENTRAL SERVICES

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		Notes:
CENTRAL SERVICES						FTE's: 3
SALARIES & WAGES						
001 000 000 518 10 11 00	Salaries & Wages	326,427	322,000	337,380	▲ 3.36%	CPI-W=2.7% COLA 1 non-rep employee; 3% CBA est COLA 3 employees--see salary model notes for details
001 000 000 518 10 11 11	Longevity	4,987	8,941	9,209	▲ 84.65%	
001 000 000 518 10 11 14	Education	1,800	1,800	1,800	▲ 0.00%	
001 000 000 518 10 11 16	ICMA 457 Plan	12,000	9,000	12,000	▲ 0.00%	
001 000 000 518 10 11 17	Opt-Out of Medical	10,426	8,200	-	▼ 100.00%	
001 000 000 518 10 12 00	Overtime		3,500			No Opt outs as of now
TOTAL SALARIES & WAGES		355,640	353,441	360,389	▲ 1.34%	
PERSONNEL BENEFITS						
001 000 000 518 10 21 00	Personnel Benefits	125,097	110,000	114,691	▼ 8.32%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
TOTAL PERSONNEL BENEFITS		125,097	110,000	114,691	▼ 8.32%	
001 000 000 518 10 31 00	Office and Operating Supplies	35,000	28,000	35,000	▲ 0.00%	City Hall Office and Operating Expenses, Konica Copier, PW Printer, Pitney Bowes, CH Replacement Chairs
001 000 000 518 10 41 00	Professional Services	125,000	98,000	125,000	▲ 0.00%	Proshred - \$2,200, Municode Codification Updates - \$4,000, LaserFiche/Records Management Consulting and Scanning Services - \$50,000, Debtbook - \$6,000, Civic Plus Website and Notification Platform Update - \$50,000, Additional Services, - \$12,800
001 000 000 518 10 42 00	Postage/Telephone	13,000	3,500	8,000	▼ 38.46%	Postage (City Hall printing/mailling services); fax & credit card lines
001 000 000 518 10 43 00	Travel & Training	12,000	6,000	8,000	▼ 33.33%	Training for clerk, Deputy Clerk/Admin Asst, ISC
001 000 000 518 10 44 00	Advertising	7,500	7,500	7,500	▲ 0.00%	DS, CS legal advertisements
001 000 000 518 10 47 00	Utility Serv-Elec,Water,Waste	32,000	24,000	28,000	▼ 12.50%	Calculated using current year YTD, annualized
001 000 000 518 10 48 00	Repairs & Maint-Equipment	500	800	750	▲ 50.00%	office equipment repairs - Printer Svcs-Budget
001 000 000 518 10 49 10	Miscellaneous	6,400	6,400	6,000	▼ 6.25%	City Council Meeting Food and Drink
001 000 000 518 10 49 20	Dues, Subscriptions	700	690	700	▲ 0.00%	City Clerk and Deputy Clerk
001 000 000 518 10 49 30	Postcard, public information	20,000	12,000	18,000	▼ 10.00%	Community mailings placeholder, New Community Member Outreach
001 000 000 518 10 49 40	Photocopies	500	250	500	▲ 0.00%	Most expenditures reflect pass through costs related to public records
TOTAL OTHER SERVICES & CHARGES		252,600	187,140	237,450	▼ 6.00%	
BUILDING MAINTENANCE						
001 000 000 518 30 45 00	Facility Rental	4,200	4,800	4,800	▲ 14.29%	1 Public Storage Unit
001 000 000 518 30 48 00	Repairs/Maint-City Hall Bldg	57,500	62,000	60,000	▲ 4.35%	\$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		61,700	66,800	64,800	▲ 5.02%	
001 000 000 518 80 31 00	IT HW, SW, Operating Supplies	1,500	500	1,500	▲ 0.00%	Replacement mouse, keyboards, Data Center replacement battery, etc
001 000 000 518 80 41 50	Technical Services, IT	188,000	184,000	164,672	▼ 12.41%	IT Managed Services (less 15.56% for TIG DS allocation) \$150,000for Maint, monitoring, helpdesk, incident support; \$20,000 for Dell VXRail Server Replacement and Storage Array Project.
001 000 000 518 80 41 60	Software Services (Split from Technical Services)	132,640	150,000	150,000	▲ 13.09%	Email/Social Media archive, GovDelivery (Granicus), Municode Website hosting and Agenda Management, King County INET, DUO Access, Azure Storage, O365 Licenses, Phones/Meetings Software Subscription, NextRequest PRA Software, Blue Beam Electronic Plan Review, Laserfiche, Sophos, DocuSign.
001 000 000 518 80 48 00	Repairs & Maint: Annual Software Maint.	18,500	12,000	15,000	▼ 18.92%	VEEAM,Cisco SmartNet, Avidex, Domain Name Renewal, Vision Application Suite, Cisco FirePower, Cisco Umbrella
TOTAL INFORMATION TECHNOLOGY		340,640	346,500	331,172	▼ 2.78%	
SUBTOTAL CENTRAL SERVICES		1,135,677	1,063,881	1,108,502	▼ 2.39%	
CAPITAL EXPENDITURES						
001 000 000 594 14 64 00	City Hall - IT HW/SW >\$5K Capital Outlay	50,600	56,000	57,000	▲ 12.65%	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		50,600	56,000	57,000	▲ 12.65%	
TOTAL CENTRAL SERVICES		1,186,277	1,119,881	1,165,502	▼ 1.75%	

FINANCE AND HUMAN RESOURCES

		2025	2025	2026		
ACCOUNT NUMBER DESCRIPTION		Adopted Budget	Year End Est.	Adopted Budget		Notes:
FINANCE DEPARTMENT						FTE's: 1.7
SALARIES & WAGES						
001 000 000 514 20 11 00	Salaries & Wages	221,084	221,084	233,054	▲5.41%	CPI-W=2.7% COLA---see salary model notes
001 000 000 514 20 11 16	ICMA 457 Plan	9,000	9,000	9,000	▲0.00%	Assumes full participation
TOTAL SALARIES & WAGES		230,084	230,084	242,054	▲5.20%	
PERSONNEL BENEFITS						
001 000 000 514 20 21 00	Personnel Benefits	71,412	66,000	68,575	▼3.97%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
001 000 000 514 20 21 17	Opt-Out Of Medical	5,142	5,200	5,754	▲11.90%	
TOTAL PERSONNEL BENEFITS		76,554	71,200	74,329	▼2.91%	
OTHER SERVICES & CHARGES						
001 000 000 514 20 41 01	Professional Services	42,000	40,000	44,000	▲4.76%	Vision PS, Finance/Financial System Support + ADP Payroll and HR Platform
001 000 000 514 20 42 00	Intergvtml Prof Serv-Auditors	25,000	15,000	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	1,500	1,200	1,500	▲0.00%	PSFOA, Budgeting Workshop for DFD
001 000 000 514 20 46 00	Insurance (AWC)	210,913	212,297	217,240	▲3.00%	Liability rate increase per 9/26 AWC RMSA notice. Rate increased voted on by RMSA Board on Sept 26, 3% increase for Medina. notice less 15.56% alloc to DS
001 000 000 514 20 49 00	Misc-Dues,Subscriptions	1,000	850	1,000	▲0.00%	WFOA, PSFOA, GFOA (Dues, Memberships),
001 000 000 514 20 49 10	Miscellaneous	15,000	7,500	15,000	▲0.00%	Non DS Merchant credit card fees (offset by Revenue), Flex Spend Admin, Microflex, Tax/AP Forms, L&I, Election year costs (every other year is higher), 2026 keep to prior yr budget d/t potential for less KC cost share
001 000 000 514 40 40 00	Elections Serv-Voter Reg Costs	12,000	12,226	12,000	▲0.00%	
TOTAL OTHER SERVICES & CHARGES		307,413	289,073	315,740	▲2.71%	
TOTAL FINANCE DEPARTMENT		614,051	590,357	632,123	▲2.94%	

34% of expense due to insurance

Long Range Planning

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		
						Notes:
	Planning					.5 FTE 2.7 CPI-W (Split from Dev Services) Building Official, Split for Code Enforcement
001 000 000 558 60 11 00	Salary and Wages	61,222	36,237	67,305	▲9.94%	
001 000 000 558 60 11 16	ICMA 457 Plan	3,000	875	3,000	▲0.00%	
001 000 000 558 60 21 00	Personnel Benefits	36,000	8,398	15,940	▼55.72%	
001 000 000 558 60 41 01	Long Range Planning Consultant	150,000	135,000	150,000	▲0.00%	\$50K for Telecom ordinance update, \$12K for Critical Area Map, Planning Manager support for Work Plan, and special projec Tree Canopy Study, ROW Tree Inventory Study \$4K for Tree Plotter Software
001 000 000 558 60 41 02	Tree Canopy and ROW Inventor.	65,000	65,000	34,000	▼47.69%	
001 000 000 558 60 41 03	Code Enforcement			5,000		
001 000 000 558 66 49 00	Misc.			6,500		
	TOTAL LONG RANGE PLANNING	315,222	245,510	281,745	▼10.62%	

LAW ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget	Notes:
POLICE DEPARTMENT					FTE: 11
SALARIES & WAGES					
001 000 000 521 20 11 00	Salaries & Wages	1,393,733	1,381,612	1,425,110	▲2.25% CPI-W=2.7% COLA 2 non-rep employee; 3.0% CBA Clerical; 3.0% CBA PD est ceiling COLA 8 employees
001 000 000 521 20 11 11	Longevity	37,475	34,000	40,110	▲7.03%
001 000 000 521 20 11 14	Education	600	600	600	▲0.00%
001 000 000 521 20 11 16	ICMA 457 Plan	49,000	47,500	49,000	▲0.00%
001-000-000-521-20-11-17	Opt Out Medical	40,234	43,000	40,234	▲0.00%
001 000 000 521 20 11 18	Night Shift Differential	20,202	13,500	20,808	▲3.00%
001 000 000 521 20 11 19	Physical Fitness Incentive	18,860	16,030	19,063	▲1.08%
001 000 000 521 20 12 00	Overtime	120,000	155,000	130,000	▲8.33%
001 000 000 521 20 12 01	Merit Pay	67,500	65,093	71,205	▲5.49%
001 000 000 521 20 13 00	Holiday Pay	70,690	68,000	72,811	▲3.00%
TOTAL SALARIES & WAGES		1,818,294	1,824,335	1,868,940	▲2.79%
PERSONNEL BENEFITS					
001 000 000 521 20 21 00	Personnel Benefits	495,788	455,000	536,540	▲8.22%
001 000 000 521 20 21 10	Personnel Benefits-Retirees	25,765	24,800	27,826	▲8.00%
001 000 000 521 20 22 00	Uniforms	16,000	16,000	17,500	▲9.38%
001 000 000 521 20 22 01	DOJ Bullet Proof Vest Program	3,000	3,000	4,000	▲33.33%
001 000 000 521 20 23 00	Tuition	7,000	2,500	6,000	▼14.29%
TOTAL PERSONNEL BENEFITS		547,553	501,300	591,866	▲8.09%
SUPPLIES					
001 000 000 521 20 31 00	Office Supplies	15,000	30,000	15,000	▲0.00%
001 000 000 521 20 31 01	Off Equip, IT HW, SW <\$5K	6,000	2,000	6,000	▲0.00%
001 000 000 521 20 31 40	Police Operating Supplies	20,000	9,000	20,000	▲0.00%
001 000 000 521 20 31 60	Ammo/Range (Targets, etc.)	11,000	6,000	11,000	▲0.00%
001 000 000 521 20 32 00	Vehicle Expenses-gas, car wash	34,000	33,000	35,000	▲2.94%
001 000 000 521 20 35 20	Firearms (purchase & repair)	2,500	2,200	2,500	▲0.00%
TOTAL SUPPLIES		88,500	82,200	89,500	▲1.13%
OTHER SERVICES & CHARGES					
001 000 000 521 20 41 00	Professional Services	4,000	3,800	4,000	▲0.00%
001 000 000 521 20 41 50	Recruitment-Background	5,000	10,000	5,000	▲0.00%
001 000 000 521 20 42 00	Communications (Phone,Pager)	18,000	12,000	18,000	▲0.00%
001 000 000 521 20 43 00	Travel & Training	18,000	18,000	20,000	▲11.11%
001 000 000 521 20 45 00	Equipment-Lease & Rentals	2,000	1,800	2,000	▲0.00%
001 000 000 521 20 48 00	Repairs & Maint-Equipment	12,000	2,500	12,000	▲0.00%
001 000 000 521 20 48 10	Repairs & Maint-Automobiles	10,000	10,000	10,000	▲0.00%
001 000 000 521 20 49 30	Animal Control			6,000	
001 000 000 521 20 49 40	Dues,Subscriptions,Memberships	7,000	5,000	6,000	▼14.29%
001 000 000 521 20 49 41	Lexipol Manuals	9,000	(2,827)	9,000	▲0.00%
001 000 000 521 20 49 60	Crime Prevention/Public Educ	7,500	500	7,500	▲0.00%
001 000 000 521 20 49 90	Misc-Investigative Fund				
TOTAL OTHER SERVICES & CHARGES		92,500	60,773	99,500	▲7.57%
INTERGOVERNMENTAL SERVICES					
001 000 000 521 20 41 15	Dispatch Services-Norcom Trans	85,808	92,773	92,011	▲7.23%
001 000 000 521 20 41 20	Dispatch-PSERN	12,000	8,639	15,000	▲25.00%
001 000 000 521 20 41 40	Marine Patrol Services	108,000	108,000	113,400	▲5.00%
001 000 000 521 20 41 41	Bellevue CARE program	8,000	8,500	8,500	▲6.25%
001 000 000 521 20 41 55	Jail Service-Prisoner Board	14,000	12,000	14,000	▲0.00%
001 000 000 521 20 41 60	Prisoner Transport	500	-	500	▲0.00%
TOTAL INTERGOVERNMENTAL SERV.		228,308	229,912	243,411	▲6.61%
SUBTOTAL POLICE		2,775,155	2,698,520	2,893,217	▲4.25%
CAPITAL OUTLAY					
001 000 000 594 21 70 00	Surveillance Cameras and Body Cameras	62,000	63,100	66,500	▲7.26%
001 000 000 594 21 70 00	Police HW/SW, Equip >\$5K Capital	4,500	3,000	4,500	▲0.00%
001 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	90,000	80,200	93,600	▲4.00%
001 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost		28,000	27,600	
TOTAL CAPITAL OUTLAY		156,500	174,300	192,200	▲22.81%
TOTAL POLICE DEPARTMENT		2,931,655	2,872,820	3,085,417	▲5.24%

NOW LOCATED IN EQUIPMENT REPLACEMENT FUND

\$4500-Language translation function on Axon body cameras

Mandated mobile platform requirements

Vehicle leasing costs - 7 vehicles

(this is included in line above)

FUND TRANSFERS OUT

ACCOUNT NUMBERDESCRIPTION		2025 Adopted Budget	2025 Year End Actuals	2026 Proposed Budget		
						Notes:
OPERATING TRANSFERS						
From General Fund to:						
001 000 000 597 00 30 00	Levy Stabilization Fund	\$ 285,000	\$ 285,000	\$ -	▼100.00%	Hit required amt by EOY 2023
001 000 000 597 00 00 03	Street Fund	\$ 440,000	\$ 440,000	\$ 455,000	▲3.41%	
001 000 000 597 00 30 04	Development Service Fund			\$ 125,000		Transfer to offset projected deficit
TOTAL TRANSFERS FROM GENERAL FUND		725,000	725,000	580,000	▼20.00%	
From Capital Projects Fund to:						
307 000 000 597 00 00 30	Street Fund	100,000	100,000	100,000	▲0.00%	Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
TOTAL TRANSFERS FROM CAPITAL FUND		100,000	100,000	100,000		
TOTAL OPERATING TRANSFERS		825,000	825,000	680,000	▼17.58%	

PARKS

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		Notes:
	PARKS DEPARTMENT					FTE: 3 of 5 total allocated Public Works are split 60% Parks and 40% Streets
	SALARIES & WAGES					
001 000 000 576 80 11 00	Salaries & Wages	323,229	327,188	331,718	▲2.63%	CPI-W=2.7% COLA 1 non-rep employee; 3.0% CBA est COLA 4 employees ---see salary model notes for details
001 000 000 576 80 11 11	Longevity	7,006	8,000	7,633	▲8.96%	
001 000 000 576 80 11 14	Education	3,240	3,090	3,240	▲0.00%	
001 000 000 576 80 11 16	ICMA 457 Plan	10,800	10,200	10,800	▲0.00%	
001 000 000 576 80 11 17	Opt-Out of Medical	11,036	11,900	7,806	▼29.27%	
001 000 000 576 80 10 00	Salaries & Wages, SEASONAL WORKERS	22,089	15,000	22,089	▲0.00%	Seasonal Help
001 000 000 576 80 12 00	Overtime	9,000	16,000	15,000	▲66.67%	Special Events:Medina Days, Seafair, Parkboard, Snow Plowing
	TOTAL SALARIES & WAGES	386,400	391,378	398,287	▲3.08%	
	PERSONNEL BENEFITS					
001 000 000 576 80 21 00	Personnel Benefits	123,255	113,000	118,429	▼3.92%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
001 000 000 576 80 22 00	Uniforms	2,500	2,500	2,800	▲12.00%	
	TOTAL PERSONNEL BENEFITS	125,755	115,500	121,229	▼3.60%	
	SUPPLIES					
001 000 000 576 80 31 00	Operating Supplies	37,000	32,000	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. Public Works equipment & vehicles
001 000 000 576 80 32 00	Vehicle Fuel & Lube	5,000	4,000	5,000	▲0.00%	
	TOTAL SUPPLIES	42,000	36,000	42,000	▲0.00%	
	OTHER SERVICES & CHARGES					
001 000 000 576 80 41 00	Professional Services	15,000	15,000	20,000	▲33.33%	Arborist, irrigation repairs, engineeringBack-flow device testing, hazardous material disposal, fertilizing and spraying, \$5K added 9/22 d/t WCIA audit compliance (electrician) Debris disposal mobile phones, alarm/fire monitoring line, internet Pesticide training, flagger training, certifications, licenses, conferences, qtrly safety meetings, AE Training Utilities for public works shop and park restrooms, irrigation water, pond power Backhoe, Mowers, UTV (Old Equipment) yearly lease for Shop Yard KC Real Estate Tax (Noxious Weeds)
001 000 000 576 80 41 04	Professional Services-Misc	5,000	8,000	4,000	▼20.00%	
001 000 000 576 80 42 00	Telephone/Postage	7,000	10,000	8,000	▲14.29%	
001 000 000 576 80 43 00	Travel & Training	3,000	1,850	4,000	▲33.33%	
001 000 000 576 80 47 00	Utilities	28,000	32,000	28,000	▲0.00%	
001 000 000 576 80 48 00	Repair & Maint Equipment	8,000	11,000	12,500	▲56.25%	
001 000 000 576 80 49 00	Miscellaneous, annual lease	600	600	600	▲0.00%	
001 000 000 576 80 49 01	Misc-Property Tax	600	350	450	▼25.00%	
	TOTAL OTHER SERVICES & CHARGES	67,200	78,800	77,550	▲15.40%	
	CAPITAL OUTLAY					NOW LOCATED IN EQUIPMENT REPLACEMENT FUND
001 000 000 594 76 30 00	Park Improvements					Park Benches & Tables, Flags, Tennis Court Accessories
001 000 000 594 76 00 00	Furniture and Equipment: Replacement	9,000	14,000	9,000	▲0.00%	
001 000 000 594 76 64 00	Parks Capital Outlay >\$5K	-		-		
	TOTAL CAPITAL OUTLAY	9,000	14,000	9,000	▲0.00%	
	TOTAL PARKS DEPARTMENT	630,355	635,678	648,065	▲2.81%	

Equipment Replacement Fund

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		Notes:
001 000 000 594 18 64 00	CITY HALL CAPITAL OVERLAY City Hall Capital 5K>			46,295		Relacement Mobile Generator, to power PW and Emergency Response stations
	TOTAL CITY HALL CAPITAL OUTLAY			46,295		
	POLICE DEPARTMENT CAPITAL OUTLAY					
001 000 000 594 21 64 10	Surveillance Cameras and Body Cameras	62,000	63,100	66,500	▲0.00%	
001 000 000 594 21 64 10	Police HW/SW, Equip >\$5K Capital	4,500	3,000	4,500	▲0.00%	
001 000 000 594 21 70 00	Police Vehicle Leasing, Princ. Cost	90,000	80,200	93,600	▲4.00%	
001 000 000 594 21 80 00	Police Vehicle Leasing, Int. Cost		28,000	27,600		
	TOTAL PD CAPITAL OUTLAY	156,500	174,300	192,200	▲22.81%	
	PARKS DEPARTMENT CAPITAL OUTLAY					
001 000 000 594 76 30 00	Park Improvements					
001 000 000 594 76 00 00	Furniture and Equipment: Replacement	9,000	14,000	9,000	▲0.00%	Park Benches & Tables, Flags, Tennis Court Accessories Replacement Backhoe, used for PW projects and emergency response, 2 New Electric Leafblowers
001 000 000 594 76 64 00	Parks Capital Outlay >\$5K	-		180,000		
	TOTAL PARKS CAPITAL OUTLAY	9,000	14,000	189,000	▲2000.00%	
	STREET FUND CAPITAL OUTLAY					
101 000 000 594 42 64 00	>\$5,000 Equipment, HW & SW	5,000	5,000	5,000		Asset Essentials Licensing \$5k,
	TOTAL CITY STREET FUND	5,000	5,000	5,000		
	TOTAL EQUIPMENT REPLACEMENT	170,500	193,300	432,495	▲153.66%	

STREET FUND REVENUE

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Preliminary Budget		
						Notes:
	CITY STREET FUND REVENUE					
	INTERGOVERNMENTAL REVENUE					
	DOE Sweeping Grant					
101 000 000 334 03 60 00	Nat'l Pollution Discharge Elim	65,000	65,000	65,000	▲0.00%	NPDES DOE Grant
101 000 000 336 00 71 00	Multimodal Transportation - Cities	3,241	3,241	3,236	▼0.15%	2026: MRSC estimated distribution of State Shared Revenue, available late July
101 000 000 336 00 87 00	Motor Fuel Tax and MVA Transpo	49,844	49,844	50,983	▲2.29%	2026: MRSC estimated distribution of State Shared Revenue, available late July
	TOTAL INTERGOVERNMENTAL	118,085	118,085	119,219	▲0.96%	
	OPERATING TRANSFERS					
	From Capital Reserves (302)					
101 000 000 397 00 20 00	From General Fund (001)	440,000	440,000	455,000	▲3.41%	
101 000 000 397 00 10 00	From Capital Projects Fund (307)	100,000	100,000	100,000	▲0.00%	
101 000 000 397 00 30 00						Transfer from Capital Fund to Street Fund or REET1 eligible or unrestricted Capital
	TOTAL OPERATING TRANSFERS	540,000	540,000	555,000	▲2.78%	
	TOTAL CITY STREET FUND	658,085	658,085	674,219	▲2.45%	

STREET FUND

ACCOUNT NUMBER	DESCRIPTION	2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		Notes:
	CITY STREET FUND					FTE: 2 of 5 total allocated Public Works are split 60% Parks and 40% Streets
	SALARIES & WAGES					
101 000 000 542 30 11 00	Salaries & Wages	215,151	219,000	221,146	▲2.79%	CPI-W=2.7% COLA 1 non-rep employee; 3.0% CBA est COLA employees---see salary model notes for remaining staff
101 000 000 542 30 11 11	Longevity	4,670	5,250	5,089	▲8.96%	
101 000 000 542 30 11 14	Education	2,760	2,060	2,200	▼20.29%	
101 000 000 542 30 11 16	ICMA 457 Plan	7,200	6,800	7,200	▲0.00%	Assumes full participation
101 000 000 542 30 11 17	Opt-Out of Medical	7,945	7,900	5,212	▼34.40%	
101 000 000 542 30 10 00	Salaries & Wages (Seasonal Workers)	13,800	9,000	13,800	▲0.00%	Seasonal Help
101 000 000 542 30 12 00	Overtime	7,000	11,000	12,000	▲71.43%	Special Events:Medina Days, Seafair, Parkboard, Snow plowing
	TOTAL SALARIES & WAGES	258,526	261,010	266,646	▲3.14%	
	PERSONNEL BENEFITS					
101 000 000 542 30 21 00	Personnel Benefits	82,170	75,500	78,952	▼3.92%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
101 000 000 542 30 22 00	Uniforms	3,000	2,000	3,000	▲0.00%	
	TOTAL PERSONNEL BENEFITS	85,170	77,500	81,952	▼3.78%	
	ROAD & STREET MAINTENANCE					
101 000 000 542 30 31 00	Operating & Maintenance Supplies	6,000	5,000	7,000	▲16.67%	Storm drain pipe, catch basin grates, marking paint, gravel, cement, bark, roadside plantings REET1 eligible
101 000 000 542 30 35 00	Small Tools/Minor Equipment	8,000	6,000	8,000	▲0.00%	power tools, mower parts, Pole Saw, Weedeater
101 000 000 542 30 41 00	Professional Services	60,000	75,000	60,000	▲0.00%	84th Median & 24th Roadside Maint, 24th traffic Signal (shared Clydehill # netted), WRIA \$2941 (7/27 notice) REET1 eligible
101 000 000 542 30 41 03	Prof Svcs- NPDES Grant	50,000	25,000	60,000	▲20.00%	NPDES Requirements Grant \$50k
101 000 000 542 30 41 10	Road & Street Maintenance	11,000	5,000	11,000	▲0.00%	Pavement patching, pavement markings, sidewalk maintenance, curb repairs REET1 eligible
101 000 000 542 30 45 00	Machine Rental	4,000	2,000	4,000	▲0.00%	ditch witch, compactor, compressor, manlift
101 000 000 542 30 47 00	Utility Services	1,000	900	1,000	▲0.00%	Utility locates
101 000 000 542 30 48 00	Equipment Maintenance	7,000	11,136	7,000	▲0.00%	PW vehicle and power equip repairs
101 000 000 542 40 41 00	Storm Drain Maintenance	15,000	8,000	15,000	▲0.00%	Catch Basin Vactoring, Storm Line jetting, root cutting, camera
101 000 000 542 63 41 00	Street Light Utilities	24,000	20,000	22,500	▼6.25%	PSE street light Power, REET1 eligible
101 000 000 542 64 41 00	Traffic Control Devices	10,000	10,500	10,000	▲0.00%	Posts, reflective signs(Fed Req), barricades, cones
101 000 000 542 66 41 00	Snow & Ice Removal	2,000	1,500	2,000	▲0.00%	Sand, ice melt
101 000 000 542 67 41 00	Street Cleaning	78,000	50,000	78,000	▲0.00%	Street sweeping
101 000 000 542 70 40 00	Street Irrigation Utilities	23,000	8,000	18,000	▼21.74%	
	TOTAL ROAD & ST MAINTENANCE	299,000	228,036	303,500	▲1.51%	NOW LOCATED IN EQUIPMENT REPLACEMENT FUND
	CAPITAL OUTLAY					
101 000 000 594 42 64 00	>\$5,000 Equipment, HW & SW	5,000	5,000	5,000	▲0.00%	Asset Essentials Licensing \$5k,
	TOTAL CITY STREET FUND	647,697	571,546	657,099	▲1.45%	

DEVELOPMENT SERVICES REVENUE

Permitting Fees						
		2025 Adopted Budget	2025 Year End Est.	2026 Proposed Budget		
ACCOUNT NUMBER	DESCRIPTION					Notes:
Transfer from Gen. Rev tab:						Revenue forecasts, from 2025 actuals YTD Building permits and other associated zoning Includes, Tree, ROW, Mechanical, CAP and G&D Permits
401 000 000 322 10 00 00	Building Permits	\$ 720,000	\$ 615,000	\$ 635,000	▼11.81%	
401 000 000 322 11 00 00	Building Permit - Technology Fee	\$ 10,000	\$ 8,500	\$ 8,500	▼15.00%	
401 000 000 334 03 10 00	DOE Grant. Shoreline Master Program	\$ -	\$ -			
401 000 000 334 04 20 00	DOC Grant	\$ -				
401 000 000 345 81 00 00	Zoning	\$ 50,000	\$ 35,000	\$ 40,000	▼20.00%	
401 000 000 345 89 00 00	Additional Permit Fees	\$ 115,000	\$ 95,000	\$ 100,000	▼13.04%	
401 000 000 359 00 00 00	Misc. Fine, Penalties, Code	\$ 500	\$ 1,500	\$ 1,500	▲200.00%	
401 000 000 369 91 00 05	Other-CC Convenience Fees	20,000	21,000	20,000	▲0.00%	
401 000 000 397 00 30 00	Transfer from General Fund			\$ 125,000		
	REVENUES	\$ 915,500	\$ 776,000	\$ 930,000	▲1.58%	
	TOTAL DEV. SERV. ENT. FUND	915,500	776,000	930,000	▲1.58%	
Advanced Deposits						
Revenue		2025 Budget		2026 Budget		
401 000 000 382 10 00 02	Refundable DS Adv Deposit	\$ 40,000.00	\$ 55,000.00	\$ 40,000.00	▲0.00%	Money taken in for this deposit goes here until used for Consulting Fees
401 000 000 382 10 00 03	Advanced Deposits Used for Consulting Fees	\$ 145,000.00	\$ 80,000.00	\$ 80,000.00	▼44.83%	All Money that is paid to consulting via Advanced Deposit Goes to this Account
	Total Advanced Deposit \$ Brought In:	\$ 185,000.00	\$ 135,000.00	\$ 120,000.00	▼35.14%	

DEVELOPMENT SERVICES FUND

Paid For By Permitting Fees						
		2025	2025	2026		
ACCOUNT NUMBER	DESCRIPTION	Adopted Budget	Year End Est.	Proposed Budget		Notes:
DEVELOPMENT SERVICES DEPT						FTE's: 3.5 Rob Salary and Benefits will be allocated 50/50 to DS and General Fund (Planning) Long Range Planning and Code Enforcement Has been pulled back to the General Fund to isolate development and permitting within this fund CPI-W=2.7% COLA 3 non-rep employees; 2.7% CBA est COLA 1 employees-----see salary model notes for step increase info Staff now conduct after-hours CAP open houses. Staff has the option of overtime or comp time.
401 000 000 558 60 11 00	SALARIES & WAGES Salaries & Wages	\$ 457,898.00	\$ 413,051.00	\$ 342,168.00	▼25.27%	Assumes full participation
401 000 000 558 60 12 00	Overtime	\$ 3,000.00	\$ -	\$ 3,000.00	▲0.00%	
401 000 000 558 60 11 11	Longevity					
401 000 000 558 60 11 14	Education	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00	▲100.00%	
401 000 000 558 60 11 16	ICMA 457 Plan	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00	▼20.00%	
401 000 000 558 60 11 17	Opt-Out of Medical	\$ 7,900.00	\$ 8,200.00	\$ 5,408.00	▼31.54%	
TOTAL SALARIES & WAGES		\$ 484,998.00	\$ 438,651.00	\$ 364,976.00	▼24.75%	
401 000 000 558 60 21 00	PERSONNEL BENEFITS Personnel Benefits	\$ 142,000.00	\$ 123,000.00	\$ 103,950.00	▼26.80%	AWC Medical, Vision, DRS, Empl Security and L&I, Payroll Taxes
401 000 000 558 60 23 00	Tuition Reimbursement					
TOTAL PERSONNEL BENEFITS		\$ 142,000.00	\$ 123,000.00	\$ 103,950.00	▼26.80%	
SUPPLIES						
401 000 000 558 50 31 00	Operating Supplies	\$ 2,000.00	\$ 500.00	\$ 1,500.00	▼25.00%	Development site signs, business cards, etc.
401 000 000 558 50 32 00	Vehicle Expenses - Gas, Oil, Maint.	\$ 500.00	\$ 1,200.00	\$ 1,000.00	▲100.00%	New vehicle basic maintenance
TOTAL SUPPLIES		\$ 2,500.00	\$ 1,700.00	\$ 2,500.00	▲0.00%	
OTHER SERVICES & CHARGES						
401 000 000 558 50 03 00	Insurance (WCIA)	\$ 38,865.46	\$ 38,865.00	\$ 40,031.42	▲3.00%	AWC Liability insurance. 15.56% alloc to DS
401 000 000 558 50 04 00	City Attorney, Dev. Serv.	\$ 35,000.00	\$ -		▼100.00%	Estimate based upon 2025 DS activity.
401 000 000 558 50 05 00	Technical Services, Software Services	\$ 25,000.00	\$ 28,000.00	\$ 26,250.00	▲5.00%	IT - TIG DS allocation of 15.56% of total from CS for Maint, monitoring, helpdesk, incident support.
401 000 000 558 60 41 00	Professional Services	\$ 94,000.00	\$ 34,000.00	\$ 35,000.00	▼62.77%	Building permit architectural and engineering review. Activity reduced from 2024 with staff assistance approx. 20%. Contract cost increase in 2025.
401 000 000 558 60 41 01	Planning Consultant	\$ 150,000.00	\$ 220,000.00	\$ 175,000.00	▲16.67%	Increased use of consultant for permit review and planning support. Long range planning removed from DS fund. There will be some cost recovery through advanced deposit.
401 000 000 558 60 41 02	Hearing Examiner	\$ 20,000.00	\$ 16,000.00	\$ 20,000.00	▲0.00%	Partial cost recovery is through fee.
401 000 000 558 50 41 06	Building Inspector Contract	\$ 6,000.00	\$ 800.00	\$ 2,500.00	▼58.33%	Building Official performs inspections. \$6,000 is contingency, vacations, medical leave, and similar.
401 000 000 558 60 42 00	Communications	\$ 3,800.00	\$ 3,800.00	\$ 5,000.00	▲31.58%	Estimate based upon prior years activities.
401 000 000 558 60 43 00	Travel & Training	\$ 6,000.00	\$ 4,000.00	\$ 5,000.00	▼16.67%	Staff training requirements.
401 000 000 558 60 49 00	Dues, Subscriptions, Memberships	\$ 3,000.00	\$ 3,600.00	\$ 3,600.00	▲20.00%	APA, AICP, WABO, ICC, WSPT, AWC Director. Est. cost increase included.
401 000 000 558 60 49 10	Miscellaneous	\$ 27,000.00	\$ 23,000.00	\$ 24,000.00	▼11.11%	Bank fees for permits paid by CC which are reimbursed with customer fees, postal expenses for code enforcment, etc. Based on 2024.
401 000 000 558 50 41 08	Sound Testing Consultant	\$ -	\$ 1,600.00	\$ 1,500.00		A process change will eliminate the need for sound testing mechanical appliances.
401 000 000 558 50 41 55	Shoreline Consultant	\$ 34,000.00	\$ 32,000.00	\$ 32,000.00	▼5.88%	Shorelines and critical areas specialist. New consultant in 2024 is causing cost increase. We will issue an RFP to compare costs and service.
TOTAL OTHER SERVICES & CHARGES		\$ 442,665.46	\$ 405,665.00	\$ 369,881.42	▼16.44%	Non-budget item
CAPITAL OUTLAY						
401 000 000 594 XX 64 00	Furniture & Equipment	\$ 450.00				Director office chair.
401 000 000 594 60 64 05	Vehicle	\$ -	\$ (1,030.00)			
401 000 000 594 60 64 00	DS- IT HW/SW >\$5K Capital Outlay	\$ 30,000.00	\$ 28,000.00	\$ 30,000.00	▲0.00%	Brightly (E-permitting, public portal); BlueBeam (License, Maintenance).
TOTAL CAPITAL OUTLAY		\$ 30,450.00	\$ 26,970.00	\$ 30,000.00	▼1.48%	
TOTAL DEVELOPMENT SERVICES		1,102,613	995,986	871,307	▼20.98%	
Paid For By Advanced Deposits						-
Expenses		2025	2025	2026		
DESCRIPTION		Adopted Budget	Year End Actual	Preliminary Budget		Notes:
401 000 000 558 50 41 07	Engineering Consultant	\$ 55,900.00	\$ 85,000.00	\$ 85,000.00	▲52.06%	Grading & drainage Svcs similar to 2025 82% of 2025 of service costs have been recovered through Adv. Dep.
401 000 000 558 50 41 50	Arborist	\$ 50,000.00	\$ 47,000.00	\$ 50,000.00	▲0.00%	Arborist. Hourly rate increase in 2025. Approx. 50% of the 2025 invoiced service costs, recovered through Adv. Deposit.
401 000 000 582 10 00 02	Refund of DS Adv Deposits	\$ 40,000.00	\$ 25,000.00	\$ 40,000.00	▲0.00%	Money returned to Payer upon completion of project
Total Consulting Expenses:		\$ 145,900.00	\$ 157,000.00	\$ 175,000.00	▲19.95%	

CAPITAL FUND REVENUE

		2025 Adopted Budget	2025 Year End Est.	2026 Preliminary Budget		
ACCOUNT NUMBER	DESCRIPTION					Notes:
CAPITAL PROJECTS FUND REVENUE						2025- YTD Annualized Through September 25, KC Parks Levy, Nov 2019 went to ballot for renewal, passed, updated to reflect notice rec'd from KC of COM annual portion Assumes LGIP and Bond Investments Interest, allocated between General Fund (50%) & Capital (50%)
TAXES						
307 000 000 318 34 00 00	Real Estate Excise Tax 1	675,000	1,350,000	600,000	▼11.11%	
307 000 000 318 35 00 00	Real Estate Excise Tax 2	675,000	550,000	600,000	▼11.11%	
TOTAL TAXES		1,350,000	1,900,000	1,200,000	▼11.11%	
307 000 000 332 92 10 01	Coronavirus Local Fis. Rec. (ARPA)					
307 000 000 334 03 80 00	State Transp Improv Board Grant - Sidewalks					
307 000 000 334 06 91 02	Property II Levy	50,000	64,000	50,000	▲0.00%	
307 000 000 334 06 91 05	TIB-LED Streetlight Conversion Grants					
TOTAL INTERGOVERNMENTAL		50,000	64,000	50,000	▲0.00%	
307 000 000 344 10 02 00	Roads Street CIP Improvements		140,656			
TOTAL TRANSPORTATION		-		-		
307 000 000 361 11 00 00	Investment Interest Earnings	135,000	258,228	145,000	▲7.41%	
307 000 000 367 00 00 00	Capital Project Donations - Non-Gov		2,000			
307 000 000 382 20 00 00	Refundable Retainage Deposits		15,000			
OPERATING TRANSFERS - IN						
307 000 000 397 00 10 00	From General Fund to Capital					
307 000 000 397 00 04 00	From Custodial (relcass 2019 only)					
307 000 000 397 00 40 00	From Capital Reserve Fund to Capital	-		-		
TOTAL TRANSFERS		-	-	-		
TOTAL CAPITAL PROJECTS FUND		1,535,000	2,237,228	1,395,000	▼9.12%	

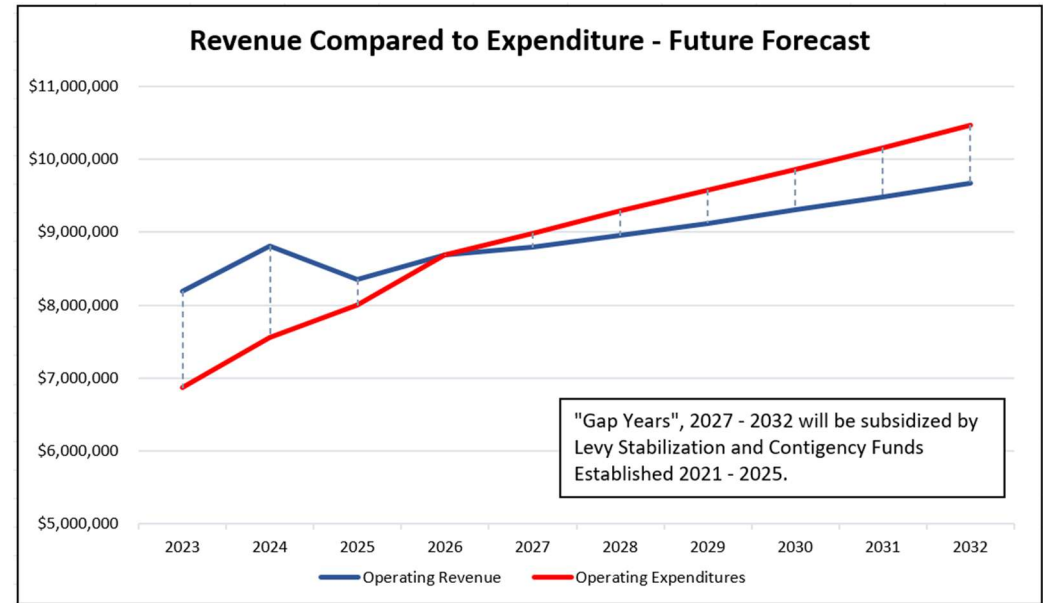
		2025 Adopted Budget	2025 Year End Actual	2026 Preliminary Budget		
ACCOUNT NUMBER	DESCRIPTION					Notes:
TREE FUND REVENUE						Expecting only minimum fines
MISCELLANEOUS REVENUE						
103 000 000 345 89 00 00	Other -Tree Replacement	3075	1500	3,075	▲0.00%	
103 000 000 382 20 00 00	Refundable Retainage Deposits					
TOTAL MISCELLANEOUS REVENUE		3075	1500	3,075	▲0.00%	
TOTAL TREE FUND		3075	1500	3,075	▲0.00%	

Medina Operating Budget Financial Forecast

The City of Medina is a residential community that funds mandated services through tax revenue. With budget shortfalls in the 2010's, the city passed a 10-year Levy in 2019 to maintain service levels through 2029.

With current levels of spending, and considering rising costs, Medina expects to start deficit spending in 2027. With the money set aside from 2020-2025 from the levy, Medina expects the levy stabilization fund to last until at least 2033.

Please reference the included chart and table that show the expected cross over point, and projected revenue and expenditures through 2032. The overall revenue/expenditure comparison by year is shown at the bottom of the page, and the surplus/deficit is marked in red below. The 2024 transfer includes a \$1,500,000 allocation to the Contingency Fund, to replenish the fund which has had a nominal balance since before the levy.



Current Forecasting Numbers Prepared by Finance Director Ryan Wagner

	Actuals	Actuals	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection
Fund Balance Summary	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Beginning Balance	\$ 3,815,932	\$ 4,139,336	\$ 3,497,097	\$ 3,568,581	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805
Plus: Operating Revenues	\$ 7,993,538	\$ 8,519,257	\$ 8,222,061	\$ 8,546,985	\$ 8,717,925	\$ 8,892,283	\$ 9,070,129	\$ 9,251,531	\$ 9,436,562	\$ 9,625,293
Plus: Interest Earnings	\$ 197,795	\$ 290,513	\$ 135,000	\$ 145,000	\$ 75,000	\$ 60,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Less: Operating Expenditures	\$ (6,867,929)	\$ (7,552,009)	\$ (8,000,577)	\$ (8,681,761)	\$ (8,985,623)	\$ (9,300,119)	\$ (9,579,123)	\$ (9,866,497)	\$ (10,162,492)	\$ (10,467,366)
Less: Transfer (to)/from Levy Stabilization Fund and Contingency Fund	\$ (1,000,000)	\$ (1,900,000)	\$ (285,000)	\$ -	\$ 192,698	\$ 347,836	\$ 458,994	\$ 564,965	\$ 675,930	\$ 792,073
Ending Balance	\$ 4,139,336	\$ 3,497,097	\$ 3,568,581	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805	\$ 3,578,805
info: Year-End Carryover Balance as Percent of Expenditures	44%	42%	41%	41%	40%	39%	38%	38%	37%	37%
Year-End Carryover Target (25%)	\$ 1,988,519	\$ 2,363,002	\$ 2,071,394	\$ 2,170,440	\$ 2,198,231	\$ 2,238,071	\$ 2,280,032	\$ 2,325,383	\$ 2,371,641	\$ 2,418,823
Above/ (Below) Target	\$ 1,659,642	\$ 1,134,095	\$ 1,497,187	\$ 1,408,365	\$ 1,380,574	\$ 1,340,734	\$ 1,298,773	\$ 1,253,422	\$ 1,207,164	\$ 1,159,981
Levy Stabilization/ Contingency Running Balance	\$ 2,250,000	\$ 4,150,000	\$ 4,435,000	\$ 4,435,000	\$ 4,242,302	\$ 3,894,466	\$ 3,435,472	\$ 2,870,506	\$ 2,194,577	\$ 1,402,504
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Operating Revenue	\$ 8,191,333	\$ 8,809,770	\$ 8,357,061	\$ 8,691,985	\$ 8,792,925	\$ 8,952,283	\$ 9,120,129	\$ 9,301,531	\$ 9,486,562	\$ 9,675,293
Operating Expenditures	\$ 6,867,929	\$ 7,552,009	\$ 8,000,577	\$ 8,681,761	\$ 8,985,623	\$ 9,300,119	\$ 9,579,123	\$ 9,866,497	\$ 10,162,492	\$ 10,467,366



MEDINA, WASHINGTON

AGENDA BILL

Monday, November 10, 2026

Subject: 2026 Property Tax Levy Resolution

Category: Public Hearing & Resolution

Staff Contact: Ryan Wagner, Finance Director

Summary

Pursuant to RCW 84.55, the City is required to certify the estimated City of Medina property tax to be levied and collected by the King County Assessor's Office. The City Council draft 2026 budget includes an overall 2.65% increase against allowable levy due to remaining capacity from the 2019 voter-approved measure, new construction, estimated increase in utility value and allowable refunds. The 2025 levy amount-- \$4,741,397 -- conforms to the 2019 ballot measure materials and is calculated as follows:

\$4,619,143 - 2026 Levy basis for calculation, portion to increase by 1%
 \$76,063 - New construction
 \$46,191 - 1% increase
 \$0 - Refunds
\$4,741,397 - Total recommended Medina City tax levy for 2026

Attachment(s)

- 1 2026 Property Tax Levy Resolution 453
- 2 King County's Preliminary Levy Limit Worksheet, 2026 Tax Roll
- 3 King County Ordinance 2152 property tax levy form
- 4 2026 King County Levy Letter

Budget/Fiscal Impact: \$4,741,397 estimated property tax revenues in 2026

Recommendation: Adopt Resolution No. 453.

City Manager Approval:

Proposed Council Motion: "I move to approve Resolution **453**, adopting the 2026 property tax levy for the City of Medina and setting forth the estimated levy amount."

Time Estimate: 15 minutes

CITY OF MEDINA, WASHINGTON

RESOLUTION NO. 453

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON,
CERTIFYING TO THE GOVERNING AUTHORITY OF KING COUNTY THE ESTIMATES OF
THE TAX AMOUNT TO BE LEVIED ON THE ASSESSED VALUATION OF THE PROPERTY
WITHIN THE CITY FOR THE YEAR 2026**

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

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

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

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented at the hearing, has determined that the City of Medina requires a regular levy in the amount of \$4,741,397, for an increase of \$122,254, representing a 2.65% increase from the previous year, including the levy limit of 1%, as well as amounts resulting from the addition of new construction and improvements to property, and any possible increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, in order to discharge the expected expenses and obligations of the City and in its best interest.

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

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

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON NOVEMBER 10, 2025
AND SIGNED IN AUTHENTICATION OF ITS PASSAGE ON NOVEMBER 10, 2025.**

Jessica Rossman, Mayor

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

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

Attest:

Dawn Nations, Acting City Clerk

FILED WITH THE CITY CLERK: XX
PASSED BY THE CITY COUNCIL: XX
RESOLUTION NO. **453**

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

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF
Medina, Washington THAT THE ASSESSED VALUATION OF PROPERTY
 LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2026 IS:

		\$	7,975,355,894
REGULAR (STATUTORY) LEVY (AS APPLICABLE):			
EXPENSE FUND		\$	4,741,397
- LID LIFT NAME		\$	
- LID LIFT NAME		\$	
- LID LIFT NAME			
- LID LIFT NAME			
- LTIF			
RESERVE FUND		\$	
NON-VOTED G.O. BOND (Limited)		\$	
REFUNDS (Noted on worksheet)		\$	
TOTAL REGULAR LEVY		\$	4,741,397

EXCESS (VOTER APPROVED) LEVY:
 (Please list authorized bond levies separately.)

G.O. BONDS FUND LEVY	\$	
G.O. BONDS FUND LEVY	\$	
G.O. BONDS FUND LEVY	\$	

SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED, **EXCEPT LID LIFTS**):

	\$	
	\$	

TOTAL TAXES REQUESTED: \$ **4,741,397**

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2026 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

(AUTHORIZED SIGNATURE)

(DATE)

September 30, 2025

RE: Submission of District Property Tax Levies for 2026 to the County Council

To the Board of Commissioners:

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

**THE DEADLINE FOR SUBMITTING 2026 PROPERTY TAX LEVIES IS
December 1, 2025**

In order for your district to receive property taxes in an amount greater than the 2025 certified amount, if permitted by law, we must receive your resolution by December 1, 2025. This applies to basic levies provided for by State law as well as any excess levies approved by a vote of the people. Please remember that the Assessor is required to review levy requests to ensure that they do not exceed the allowable levy.

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

If you cannot finalize your levy request by December 1, please submit an estimate. If your estimate is higher than the allowable levy, the Assessor will reduce the amount requested for your jurisdiction to an amount no greater than the allowable levy. However, if your estimate is less than the allowable levy, the amount requested can only be increased from the amount certified in your ordinance or resolution to the level of the allowable levy with formal written notification from your Board of Commissioners. This written notification must be filed with the Assessor and the Clerk of the Council by December 1, 2025 for inclusion in the certification ordinance.

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

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

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

The King County Council may pass an amendatory certification ordinance in January 2026 in order to allow for technical adjustments in the final levy amounts. However, discretionary increases in your levy may not be made in the amendatory certification ordinance.

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

Thank you for your cooperation.

Sincerely,



Girmay Zahilay, Chair
Metropolitan King County Council

c: John Arthur Wilson, Assessor

Median Residential Value and Tax Change

District Name:	Medina					
Council District:	6 - Claudia Balducci					
2024 MEDIAN Assessed Value	2024 Tax Rate per \$1,000 of AV	2024 Taxes		District Levies	2024 Rate Breakdown	2025 Rate Breakdown
\$ 3,661,000	7.50110	\$ 27,461.53		State Schools	1.63842	1.46119
				State Schools - McCleary	0.87909	0.78534
				County-wide regular levy (non-voted)	0.52250	0.51029
2025 MEDIAN Assessed Value	2025 Tax Rate per \$1,000 of AV	2025 Taxes		County lid lifts (voted)		
\$ 3,910,000	6.98294	\$ 27,303.30		AFIS (Fingerprint ID)	0.02905	0.00000
				Parks	0.19426	0.19748
				Vets/HS/Srs	0.10000	0.10030
Avg % AV Chg	Avg % Tax Rate Chg	Average % Tax Chg	Average \$ Tax Chg	Best Start for Kids	0.17992	0.17959
6.8%	-6.9%	-0.6%	\$ (158.23)	Radio Communications	0.04476	0.00000
				Crisis Care Center	0.14500	0.14197
NOTES:				County-wide Transportation District	0.04035	0.03939
This district saw an overall 0.51815 decrease in their levy rate				County-wide Marine District	0.00845	0.00828
				County-wide Conservation Futures	0.06250	0.06248
-King County lid lifts, AFIS & Radio Comm, expired in 2024.				County-wide Hospital	0.00000	0.10000
				County bonds (voted)	0.01113	0.02204
-King County council has voted to levy a county hospital levy for maintenance and operations of Harborview Medical Center in the amount of \$0.10 per \$1,000 of assessed value.				County Flood Zone	0.07067	0.09757
				Port	0.10470	0.10196
				EMS (voted)	0.22678	0.22146
				Sound Transit	0.16483	0.16382
-King County Library bond has been paid off.				Bellevue SD 405 M & O (voted)	0.55657	0.57822
				Bellevue SD 405 Bond Levy (voted)	1.03052	0.78307
				Bellevue SD 405 Const Levy (voted)	0.53038	0.53912
				City General Fund	0.48473	0.45974
				City Lid Lift (Government Services)	0.18774	0.18443
				Library General Fund	0.25810	0.24520
				Library GO Bond-05 (voted)	0.03065	0.00000
				TOTAL	7.50110	6.98294