



CITY OF MEDINA

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MEMORANDUM

DATE: July 22, 2024
TO: City Council
FROM: Jonathan Kesler, AICP, Planning Manager
RE: Middle Housing Engagement Consultant Update

The City of Medina is going through the process of hiring a Middle Housing Engagement Consultant. Three consulting firms responded to the Request for Qualifications (RFQ) that was published. They are: Opticos Design, Inc., of Berkeley, Cal.; Framework, located in Seattle and SCJ Alliance, with offices in Spokane and Lacey. They are all highly qualified and experienced firms in the planning field.

The DSC met and was informed of these applicants on Wednesday, July 17th and staff was directed to schedule them for interviews. As of July 18th, it appears that Tuesday, July 30th works best for these interviews. DSC members helped craft questions for the applicants to be asked.

Once interviews are complete, staff and DSC will concur on which candidate to choose. A start date sometime in early to mid-August is anticipated.

The position will be partially funded by the second-year funds of the two-year \$37,500 grant that Commerce awarded the City in 2023 for this state process. Approval from this body will be sought for the City Manager to sign a contract with the chosen consultant for up to \$50,000.