



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 11, 2024

Subject: City of Medina Facilities Improvements Priority List

Category: City Council Business – Discussion

Staff Contact(s): Public Works Director Ryan Osada and City Manager Steve Burns

Summary

The Medina City Council directed staff to provide a list of improvements for City of Medina facilities improvements, in priority order. The two City facilities that need work are the Medina City Hall and the City owned building leased by the United States Post Office.

Council Meeting Notes: ***Council directed staff to report back to Council with a list of improvements for both city hall and the post office. The list of improvements should be in priority order and noted where in the budget they are funded.***

Medina City Hall:

1. Paint exterior in 2024 - \$50,000 budgeted and approved by Council.
2. Replace carpet in 2024 – \$50,000 budget and approved by Council.
3. Painting interior in 2025 – The estimated cost will be \$50,000. The interior has not been updated since 2011.
4. Replace roof in 2027 - will be evaluated in 2024 to decide to determine actual end of life. The estimated cost will be \$65,000.

Post Office:

1. Paint exterior in 2024 – \$20,000 budgeted and approved by Council.
2. HVAC in 2024 – \$30,000 budgeted and approved by Council.
3. Paint interior in 2025 – it is unclear when this was last completed. The estimated cost will be \$15,000.
4. Replace roof in 2026 – will be evaluated in 2024 to decide to determine actual end of life. The estimated cost will be \$40,000.

City staff priority list:

1. City Hall exterior paint
2. Post Office exterior paint.
3. City Hall carpet replacement
4. Post Office roof replacement.
5. City Hall roof replacement
6. Post Office HVAC
7. City Hall interior paint
8. Post Office interior paint.

These items are listed in the City CIP/TIP.

The funding for these maintenance improvements will use the non-restrictive capital budget.

The City of Medina Facilities Improvements Prioritize List meets and supports Council's priorities 1, 2, 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

Attachment(s)

2024 Capital Budget

CIP/TIP

Budget/Fiscal Impact:

The funding for these maintenance improvements will use the non-restrictive capital budget.

Fiscal Year:

2024 - \$150,000 (Council approved)

2025 - \$65,000. (Pending Council Approval)

2026 - \$40,000 (Pending Council Approval)

2027 - \$65,000 (Pending Council Approval)

Recommendation: Discussion item only.

City Manager Approval:



Proposed Council Motion: N/A

Time Estimate: 15 minutes