



MEDINA, WASHINGTON

AGENDA BILL

Monday September 8th, 2025

Subject: Business License Ordinance

Category: Public Hearing

Staff Contact(s): Ryan Wagner, Finance & HR Director, Jennifer Robertson, City Attorney

Summary

The public hearing gives the community a space to provide comments and feedback on the draft ordinance. No new changes have been made since the second July meeting, where it was discussed during City Business.

The Finance Director and the City Attorney will be available to answer any questions.

Background

- During the first July meeting of 2024, Eric Jones from the Department of Revenue gave a presentation and answered questions on Business Licenses and their potential benefit to the city. At the second July meeting, Finance Director Ryan Wagner led a preliminary discussion with Council and was directed to bring back refined templates for discussion.
- During the September 23rd meeting of last year, the Council voted to go forward with implementing Business Licenses.
- On March 10th, the Council delegated the preparation of the Business License requirements to the Finance Committee.
- On May 27th, Council and staff engaged in a study session to work through the remaining action items, and to provide feedback for the drafting of the ordinance.
- On June 23rd, the draft ordinance was brought to the Council for discussion and feedback.
- On July 28th, the updated draft ordinance was brought back to Council for discussion.
- In August, the draft ordinance was sent to the Department of Commerce for comment.

Attachments:

- 1) Business License Discussion Information
- 2) Drafted Business License Ordinance

Budget/Fiscal Impact: Budget Discussion, Staff Time Only for Business Licenses

Recommendation: N/A

City Manager Approval: N/A

Proposed Council Motions: N/A

Estimated Time Limit: [15 Minutes](#) .