

January 2025 Monthly PRR Report

ATTACHMENT 2

Ref. #	Public Records Request	Requester Name	Request Date	Dept.	Assigned Staff
25-27	I would like to request a sitemap in order to replace a fence. Address: 2407 79th Ave NE, Medida WA 98039	Giovanni	1/31/2025	Development Services	Dawn Nations
25-25	Parcel 242504-9219, 3605 Evergreen Pt. Rd. Permit B-22-120 242504-9134, 3450 Evergreen Pt. Rd. B-22-133 242504-9220, 3309 Evergreen Pt. Rd. B-23-086 242504-9208, 2837 Evergreen Pt. Rd. B-23-076 920890-0030, 2213 Evergreen Pt. Rd. B-23-038 399990-0110, 7409 Rambling Rd. B-23-039 542730-0030, 611 Evergreen Pt. Rd. B-24-006 These are all new houses under construction W. of Evergreen Pt. Rd.	David McCourt	1/29/2025	Development Services	Dawn Nations
25-24	I would like to know where my waste water sewer goes on the map, and whether it's shared with my neighbors.	Jianfeng Lin	1/29/2025	Development Services	Dawn Nations
25-22	Please provide any, and all electronic, written or other communications available related to the Overlake Golf and Country Club Non Administrative Variance request and other project documents, permit requests (building, tree removal, excavation, modification of use etc.) , drawings, photos or other submittals tied to a requested removal and expansion/replacement of a driving range fence. happy to receive these records electronically and on a rolling basis.	Heija Nunn	1/27/2025	Development Services	Dawn Nations
25-21	Building plans for parcel 3262300030 permit B-23-040	Thomas Hults	1/23/2025	Development Services	Dawn Nations
25-20	Looking for the building permits for 2401 & 2403 Evergreen Point Rd.	Dara Eagle	1/23/2025	Development Services	Dawn Nations
25-19	Hello, we would like to request all permits associated with 410 Overlake Drive East's remodel 20 years ago, including the fence permit and surveys. We would like to ensure the fence was built according to the original permits. Thank you! - Jason, representing the community driveway owners.	Jason Weber	1/22/2025	Development Services	Dawn Nations

Dear Aimee Kellerman or Custodian of Public Records,
 SmartProcure is submitting a public records request to the City of Medina for any and all purchasing records from 8/31/2024 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable. Please be advised that we are not seeking a list of individuals. We are only looking for purchasing information. The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond. As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYlZQMMDAwMDAwT HBoaFIBSyZzdD1XQSZvcmc9Q2I0eU9mTWVkaW5hJm9pZD0xMjI4Nw%3D%3D> If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information. If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

25-16	Mariana Ribeiro	1/17/2025	City Manager	Dawn Nations
-------	-----------------	-----------	--------------	--------------

I am looking to get building plans for the following parcels. -Parcel 2470100180 - Permit B-22-137 -Parcel 3262300030 - Permit P-23-016 -Parcel 3262300410 - Permit B-23-067 -Parcel 3262300685 - Permit B-22-106 -Parcel 3262300935 - Permit B-23-060 -Parcel 3262300945 - Permit B-22-004 -Parcel 3262301492 - Permit B062603-0247 -Parcel 5425700191 - Permit B-23-072

25-14	Thomas Hults	1/16/2025	Development Services	Dawn Nations
-------	--------------	-----------	----------------------	--------------

Please help me find out my home's architectural design. we are thinking to extend our second floor. My address is: 7623 NE 24th St. Medina.

25-9	Ying Lei	1/14/2025	Development Services	Dawn Nations
------	----------	-----------	----------------------	--------------

ATTACHMENT 2

25-8	<p>I would like to request permitting information (permits, permit drawings) for hillside trams constructed at the following locations: 2611 Evergreen Point Road (parcel 2425049080) 2247 Evergreen Point Road (parcel 9208900007) 2207 Evergreen Point Road (parcel 9208900038) 2057 Evergreen Point Road (parcel 9208900040) 2033 Evergreen Point Road (parcel 9208900051) 2019 Evergreen Point Road (parcel 9208900056)</p>	Craig Belcher	1/14/2025	Development Services	Dawn Nations
25-6	<p>Requesting a report of all issued and pending building permits for residential & commercial properties from 12/1/2024 to 12/31/2024. 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.</p>	Braden Mineer	1/10/2025	Development Services	Dawn Nations
25-5	<p>I would like to request copies of any soils reports/studies for the properties surrounding 2827 Evergreen Point Rd.</p>	Craig Belcher	1/9/2025	Development Services	Dawn Nations
25-3	<p>Permit applications and issued permits pertaining to the location and installation of mechanical or electrical equipment at 3450 Evergreen Point Road. Date Range: 2020 to present. Please note that I do not need all the construction permit materials for this address, but only need the permit materials pertaining to the location and installation of mechanical or electrical equipment at the site. Thank you.</p>	Gail Husick	1/8/2025	Development Services	Dawn Nations
25-2	<p>Requesting approved permit plan sets for the following permits: B-20-052 P-19-037 P-19-038 P-19-039 B-19-076 ENG-GD-19-027 PL-17-041 B-17-091</p>	Marianne Stover	1/7/2025	Development Services	Dawn Nations