



MEDINA, WASHINGTON

AGENDA BILL

Monday, June 22nd 2026

<p>Subject/Topic: Fee Schedule Resolution</p> <p>Dept. Origin: Finance/HR</p> <p>Category: City Business</p> <p>Prepared by: Ryan Wagner – Finance Director</p> <p>Attachments: Attachment A – Master Fee Schedule Draft</p>	<p>Proposed Council Action/Motion:</p> <p><input type="checkbox"/> Information Only</p> <p><input type="checkbox"/> Receive and File</p> <p><input type="checkbox"/> Discuss</p> <p><input type="checkbox"/> Provide Direction</p> <p><input type="checkbox"/> Public Hearing</p> <p><input checked="" type="checkbox"/> Adopt/Approve</p> <p><input type="checkbox"/> Other:</p>
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Proposed Council Action

To Adopt Resolution 460, to update the master fee schedule to include business licensing and full cost reimbursement rates for when employees do work for other municipalities or business entities.

Summary

The City's Financial Policies were last updated in June of 2024. The purpose of this discussion is to receive feedback from the City Council on the attached Master Fee Schedule. The full drafted schedule is included as an attachment, and the summary below includes an overview of the two changes.

1) Business Licensing

The adopted rates for all categories of business entities have been added to the Master Fee Schedule.

2) Table E – Employee Hourly Rates

When Medina employees do work for other municipalities or business entities, the city is required to be reimbursed at the all in cost rate for each class of employee provided in the table.

If you would like to review the current Master Fee Schedule for the city, it can be found on the website in the following location.

[City of Medina - Master Fee Schedule](#)

Council Priorities

This proposal furthers Council Priorities 1 and 3.

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

Budget/Fiscal Impact: No change/impact to current levels of appropriations.

Recommendation: Adopt Resolution.



City Manager Approval:

Proposed Council Motions: "I move to adopt Resolution 460 to amend the Master Fee Schedule for the City of Medina to include Business Licenses and Full Cost Reimbursement Rates for Staff Hours".