



CITY OF MERCER ISLAND

CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, January 17, 2023 at 5:00 PM

MERCER ISLAND CITY COUNCIL:

Mayor Salim Nice, Deputy Mayor David Rosenbaum,
Councilmembers: Lisa Anderl, Jake Jacobson,
Craig Reynolds, Wendy Weiker, and Ted Weinberg

LOCATION & CONTACT:

Mercer Island City Hall and via Zoom
9611 SE 36th Street | Mercer Island, WA 98040
206.275.7793 | www.mercerisland.gov

We strive to create an inclusive and accessible experience. Those requiring accommodation for meetings should notify the City Clerk's Office 3 days prior to the meeting at 206.275.7793 or by emailing cityclerk@mercerisland.gov.

The hybrid meeting will be broadcast live on MITV Channel 21 and live streamed on the City Council's [YouTube Channel](#)

Registering to Speak for Appearances: Individuals wishing to speak live during Appearances (public comment period) must register with the City Clerk at **206.275.7793** or cityclerk@mercerisland.gov before 4 PM on the day of the Council meeting.

Please reference "Appearances" on your correspondence and state if you would like to speak either in person at City Hall or remotely using Zoom. If providing your comments using Zoom, staff will be prepared to permit temporary video access when you enter the live Council meeting. Please remember to activate the video option on your phone or computer, ensure your room is well lit, and kindly ensure that your background is appropriate for all audience ages. Screen sharing will not be permitted, but documents may be emailed to council@mercerisland.gov.

Each speaker will be allowed three (3) minutes to speak. A timer will be visible in Council Chambers, online to speakers, City Council, and meeting participants. Please be advised that there is a time delay between the Zoom broadcast and the YouTube or Channel 21 broadcast.

Join by Telephone at 5:00 PM (Appearances will start sometime after 5:00 PM): To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **852 1026 2253** and Password **730224** if prompted.

Join by Internet at 5:00 PM (Appearances will start sometime after 5:00 PM): To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **852 1026 2253**; Enter Password **730224**
- 4) The City Clerk will call on you by name or refer to your email address when it is your turn to speak. Please confirm that your audio works prior to participating.

Join in person at Mercer Island City Hall at 5:00 PM (Appearances will start sometime after 5:00 PM): – Council Chambers - 9611 SE 36th Street

Submitting Written Comments: Email written comments to the City Council at council@mercerisland.gov.

MEETING AGENDA

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

CITY MANAGER REPORT

APPEARANCES

(This is the opportunity for anyone to speak to the City Council on any item.)

CONSENT AGENDA

1. AB 6208: December 30, 2022 Payroll Certification

Recommended Action: Approve the December 30, 2022 Payroll Certification (Exhibit 1) in the amount of \$948,426.07 and authorize the Mayor to sign the certification on behalf of the entire City Council.

2. Certification of Claims:

- A. Check Register | 214285-214367 | 12/30/2022 | \$553,130.81
- B. Check Register | 214368-214492 | 1/6/2023 | \$2,664,739.10
- C. EFT Payments | November 2022 | \$3,989,491.81
- D. EFT Payments | December 2022 | \$2,718,624.75

Recommended Action: Certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

3. City Council Meeting Minutes of January 3, 2023 Special Hybrid Meeting.

Recommended Action: Approve the minutes of the January 3, 2023 Special Hybrid Meeting.

4. AB 6209: Luther Burbank South Shoreline Restoration Project Bid Award

Recommended Action: Award the Luther Burbank South Shoreline Restoration project to Specialty Equipment LLC dba Neptune General Contractors, in the amount of \$376,639.99, and authorize the City Manager to execute the construction contract.

5. AB 6215: City Council Rules of Procedure Amendments (Resolution No. 1642)

Recommended Action: Approve Resolution No. 1642 amending the City Council Rules of Procedure as set forth in Exhibit A.

REGULAR BUSINESS

6. AB 6216: Draft Climate Action Plan Handoff

Recommended Action: Receive draft Climate Action Plan (CAP) and review the process for submitting comments and feedback.

7. AB 6212: Community Planning and Development 2023 Legislative Work Plan

Recommended Action: Receive report. No action necessary.

OTHER BUSINESS

8. Planning Schedule

9. Councilmember Absences & Reports

EXECUTIVE SESSION

10. Pending or Potential Litigation

Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i)

Collective Bargaining

Executive Session for planning or adopting the strategy or position to be taken by the City Council during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress pursuant to RCW 42.30.140(4)(b)

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6208
January 17, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6208: December 30, 2022 Payroll Certification	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve the December 30, 2022 Payroll Certification in the amount of \$948,426.07.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Administrative Services
STAFF:	Ali Spietz, Chief of Administration Nicole Vannatter, Sr. Payroll Analyst
COUNCIL LIAISON:	n/a
EXHIBITS:	1. December 30, 2022 Payroll Certification 2. FTE/LTE Counts
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

This agenda bill is to approve the payroll certification for the City of Mercer Island for the period from December 10, 2022 through December 23, 2022 in the amount of \$948,426.07. (see Exhibit 1).

BACKGROUND

[RCW 42.24.080](#) requires that all claims presented against the City by performing labor must be certified by the appropriate official to ensure that the labor was performed as described, and that the claims are just, due, and unpaid obligations against the City, before payment can be made. [RCW 42.24.180](#) allows the payment of claims to occur prior to City Council approval to expedite processing of the payment of claims, provided, however, that review and approval of the claims' documentation occurs at the next regularly scheduled public meeting. The Payroll Certification details the total payment to employees for labor performed and benefits payments made for each payroll. The City is on a bi-weekly payroll schedule with payments every other Friday.

ISSUE/DISCUSSION

Each payroll varies depending on several factors (i.e., number of employees, pay changes, leave cash outs, overtime, etc.). In addition to regular pay for employees, this payroll has variants that are outlined below.

Additional payments:

- \$13,588.89 in leave cash outs for current employees.
- \$27,459.73 in service and recognition awards.
- \$78,890.39 in overtime earnings (see chart for overtime hours by department).

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	
Fire	692.75
Municipal Court	
Police	158.25
Public Works	243.25
Thrift Shop	
Youth & Family Services	
Total Overtime Hours	1094.25

NEXT STEPS

FTE/LTE COUNTS

The table in Exhibit 2 shows the budgeted versus actual counts for Full Time Equivalents (FTEs) and Limited Term Equivalents (LTEs) for the current payroll. Casual labor employees (temporary and seasonal) are not included in the counts.

Casual Labor

In addition to FTE and LTE employees, the City utilizes casual labor to address workload needs that exceed the capacity or expertise of the City's regular staff and that are time limited or seasonal. Casual labor is used primarily to address seasonal workload needs and short-term workload issues created by special projects or position vacancies. Compared to an LTE position, a casual labor position has limited benefits and is filled for a shorter period of time (1-3 months, 6 months, or 9 months). The departments/divisions that utilize casual labor the most are Parks Maintenance, Recreation, Public Works, and the Thrift Shop.

Thrift Shop Recovery and Staffing

The 2021-2022 Thrift Shop Budget does not include an FTE/LTE headcount, with the exception of two 0.5 FTEs in 2021 and 2.0 FTEs in 2022. This is because the Thrift Shop is recovering operations that were impacted by the Pandemic and the staff positions were not known at the time the budget was adopted. Although the positions were not identified in the budget, resources were set aside to staff the Thrift Shop and that is accomplished using FTEs, LTEs, and seasonal staff. For example, the staffing budget (salaries and benefits) for 2022 is \$1,034,422 and currently funds 2.0 FTEs, 8.0 LTEs, and seasonal staff. The table in Exhibit 2 reflects the LTE headcount of employees currently working at the Thrift Shop. Seasonal staff are not included in the head count. As Thrift Shop recovery work continues, it is anticipated that the 2023-2024 budget will once again include an FTE/LTE headcount, similar to what is currently done in other departments.

RECOMMENDED ACTION

Approve the December 30, 2022 Payroll Certification (Exhibit 1) in the amount of \$948,426.07 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION


Item 1.

PAYROLL PERIOD ENDING **12.23.22**
PAYROLL DATED **12.30.22**

Net Cash	\$ 663,564.82
Net Voids/Manuals	\$ -
Net Total	\$ 663,564.82
Federal Tax Deposit	\$ 110,072.03
Social Security and Medicare Taxes	\$ 49,772.28
Medicare Taxes Only (Fire Fighter Employees)	\$ 2,964.78
State Tax (Oregon, Massachusetts and North Carolina)	\$ 102.24
Family/Medical Leave Tax (Massachusetts)	\$ 5.71
Public Employees' Retirement System (PERS Plan 2)	\$ 29,371.50
Public Employees' Retirement System (PERS Plan 3)	\$ 7,910.03
Public Employees' Retirement System (PERSJM)	\$ 638.05
Public Safety Employees' Retirement System (PSERS)	\$ 216.74
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$ 30,201.83
Regence & LEOFF Trust Medical Insurance Deductions	\$ -
Domestic Partner Medical Insurance Deductions	\$ -
Kaiser Medical Insurance Deductions	\$ -
Health Care - Flexible Spending Account Contributions	\$ 1,580.95
Dependent Care - Flexible Spending Account Contributions	\$ 1,224.71
ICMA Roth IRA Contributions	\$ 519.23
ICMA 457 Deferred Compensation Contributions	\$ 32,331.50
Fire Nationwide 457 Deferred Compensation Contributions	\$ 6,762.47
Fire Nationwide Roth IRA Contributions	\$ 905.00
ICMA 401K Deferred Compensation Contributions	\$ -
Garnishments (Chapter 13)	\$ 1,107.92
Child Support Wage Garnishment	\$ 706.03
Mercer Island Employee Association Dues	\$ 220.00
AFSCME Union Dues	\$ -
Police Union Dues	\$ -
Fire Union Dues	\$ 2,099.79
Fire Union Supplemental Dues	\$ 150.00
Standard - Supplemental Life Insurance	\$ -
Unum - Long Term Care Insurance	\$ -
AFLAC - Supplemental Insurance Plans	\$ -
Coffee Club Dues	\$ -
Transportation - Flexible Spending Account Contributions	\$ -
Fire HRA-VEBA Contributions	\$ 5,996.74
Miscellaneous	\$ -
GET	\$ -
Oregon Transit Tax and Oregon Benefit Tax	\$ 1.72
Tax & Benefit Obligations Total	\$ 284,861.25

TOTAL GROSS PAYROLL	\$ 948,426.07
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



 Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

FTE AND LTE COUNTS AS OF 12/23/2022

Full Time Equivalents (FTEs)	2022 Budgeted	2022 Actual
Administrative Services	14.00	13.00
City Attorney's Office	2.00	2.00
City Manager's Office	4.00	4.00
Community Planning & Development ³	18.00	18.00
Finance ⁹	9.00	8.00
Fire	31.50	27.50
Municipal Court	3.30	3.10
Police ¹	37.50	37.50
Public Works ^{10,14}	64.80	59.80
Recreation ⁶	10.25	9.00
Thrift Shop ⁷	2.00	2.00
Youth & Family Services ²	11.43	11.43
Total FTEs	207.78	195.33
Limited Term Equivalents (LTEs)	2022 Budgeted	2022 Actual
Administrative Services ⁴	1.00	0.00
City Manager's Office ⁸	1.00	1.00
Community Planning & Development ³	1.50	0.50
Finance ¹¹		1.00
Public Works ¹³	3.00	3.00
Thrift Shop	*	7.50
Youth & Family Services ¹²	2.43	1.50
Total LTEs	8.93	14.50
Total FTEs & LTEs	216.71	209.83

Footnotes:

- ¹ 5/18/2021: Authorized hire ahead of two officers 2.0 FTE [AB 5874](#)
- ² 1/5/2021: Authorized increase of 1.37 FTE in YFS [AB 5795](#)
- ³ 9/21/2021: Authorized increase of 2.0 FTE and 0.5 LTE in CPD [AB 5942](#)
- ⁴ 9/21/2021: Authorized increase of 1.0 LTE in Admin Services – HR [AB 5942](#)
- ⁵ 10/19/2021: Authorized increase of 0.5 FTE in City Manager's Office [AB 5961](#)
- ⁶ 11/1/2021: Authorized restoration of 9.5 FTE in PW – Recreation [AB 5954](#)
- ⁷ 12/7/2021: Authorized increase of 1.0 FTE in Thrift Shop [AB 5992](#)
- ⁸ 12/7/2021: Authorized increase of 1.0 LTE in City Manager's Office [AB 5992](#)
- ⁹ 3/1/2022: Authorized increase of 1.0 FTE in Finance [AB 6031](#)
- ¹⁰ 4/19/2022: Authorized 1.0 FTE hire ahead for Utilities Engineer and increase of 0.5 FTE for Stormwater Quality Technician [AB 6051](#)
- ¹¹ 6/21/2022: 1.0 LTE hired instead of 1.0 FTE
- ¹² 7/5/2022: Authorized 1.0 FTE hire ahead for Middle School Counselor [AB 6106](#)
- ¹³ 7/19/2022: Authorized hire of 2.0 LTE (for 2 years) Water Meter Project Team Members and 1.0 LTE (for 2 years) Utilities Inspector [AB 6112](#)
- ¹⁴ 11/11/2022: Authorized 1.0 FTE CIP Project Inspector and 1.0 FTE Utility Engineer [AB 6177](#)
- * See note in AB 6072 re Thrift Shop staffing [AB 6072](#)

FTE Vacancies:

1.0 CIP Project Inspector	2.0 Firefighter
1.0 CIP Project Manager	1.0 HR Analyst
1.0 Custodian	0.25 Recreation Assistant (0.25 FTE)
1.0 Deputy Fire Chief (contracted out)	1.0 Recreation Facility Supervisor
1.0 Financial Analyst	1.0 Utility Engineer (Hire Ahead)
1.0 Fire Chief (contracted out)	1.0 Utility Engineer

LTE Vacancies:

1.0 Economic Development Coord.	0.83 Middle School Counselor
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Notes:

Current Judge is 0.2 FTE less than budgeted

Casual Labor (temporary and seasonal employees) are not included in the counts.

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	214285-214367	12/30/2022	\$553,130.81
			\$553,130.81

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: 117000 - Beautification-Admin Key				
	00214290	BANK OF AMERICA	REFUND B&O OVERPAY	103.79
Org Key: 402000 - Water Fund-Admin Key				
P0116574	00214365	WALTER E NELSON CO	INVENTORY PURCHASES	2,171.33
P0116570	00214317	GRAINGER	INVENTORY PURCHASES	686.49
P0116487	00214314	GEMPLER'S INC	INVENTORY PURCHASES	119.72
P0116568	00214314	GEMPLER'S INC	INVENTORY PURCHASES	119.72
Org Key: 814074 - Garnishments				
	00214297	CHAPTER 13 TRUSTEE	payroll early warrants	572.00
	00214339	P.S.C. INC.	payroll early warrant garnishm	535.92
Org Key: 814075 - Mercer Island Emp Association				
	00214332	MI EMPLOYEES ASSOC	payroll early warrants	220.00
Org Key: AS1100 - Administrative Services				
P0116656	00214362	VERIZON WIRELESS	VERIZON ANGIE/ALI OCT 24-NOV 2	213.25
Org Key: CA1100 - Administration (CA)				
P0116654	00214362	VERIZON WIRELESS	VERIZON SWAN OCT 24-NOV 23	47.06
Org Key: CM1100 - Administration (CM)				
P0116620	00214311	GALLAGHER, ANITA	November Lobbying Services (In	2,000.00
P0116655	00214362	VERIZON WIRELESS	VERIZON CPD OCT 24-NOV 23	178.24
Org Key: CM1200 - City Clerk				
P0116561	00214356	SOUND PUBLISHING INC	Ntc. 2687785 Ord. 22-17	59.12
P0116561	00214356	SOUND PUBLISHING INC	Ntc. 2688344 Ord 22-19	57.30
Org Key: CR1100 - Human Resources				
P0116618	00214299	CROSS ISLAND CONSULTING	HR Consulting Services Novembe	495.00
P0116664	00214346	PUBLIC SAFETY TESTING INC	Q3 2022 Subscription for Polic	489.00
P0116496	00214323	HOME DEPOT CREDIT SERVICE	GYM DISINFECTING WIPES DISPENS	426.94
Org Key: CT1100 - Municipal Court				
P0116507	00214366	Wayne Andrew Phipps	Judge Pro Tem 12/12/22 - 2 hrs	100.00
P0116653	00214362	VERIZON WIRELESS	VERIZON MUNICIPAL OCT 24-NOV 2	42.06
Org Key: DS0000 - Development Services-Revenue				
	00214355	SKYWAY ELECTRIC INC	DUPLICATE	250.40
	00214324	HOME LINK CAPITAL LLC	OVERPAYMENT	187.50
Org Key: DS1100 - Administration (DS)				
P0116626	00214291	BELLEVUE, CITY OF	eCityGov Alliance Q4 2022 MBP	9,615.27
P0116094	00214330	KPG	22065 Transportation Element U	7,295.50
P0116627	00214307	FASTSIGNS BELLEVUE	Land Use Sign Boards - Inv B-1	3,170.88
P0116095	00214330	KPG	22065 Transportation Element U	2,790.00
P0116666	00214306	ESA	Peer Review, 2206-099	1,719.88
P0116666	00214306	ESA	Peer Review, 2205-178	1,262.25
P0116666	00214306	ESA	Peer Review, CAO22-009	1,185.75
P0116666	00214306	ESA	Peer Review, CAO21-007, Second	765.00
P0102334	00214330	KPG	2019 ON CALL TRANPORATION	636.00
P0116666	00214306	ESA	Peer Review, 2204-107	438.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0116630	00214312	Galt, John	Hearing Examiner Services APL2	156.25
<i>Org Key: FN2100 - Data Processing</i>				
P0116179	00214350	RYDIN DECAL	400 - TOWN CENTER PARKING STIC	500.00
P0116179	00214350	RYDIN DECAL	200 - 2023 RESTRICTED PARKING	434.77
<i>Org Key: FR1100 - Administration (FR)</i>				
P0116585	00214358	SYSTEMS DESIGN WEST LLC	EMS BILLING SEPT 22	1,529.50
P0116523	00214301	CULLIGAN SEATTLE WA	Station bottled water	247.15
P0116524	00214357	STERICYCLE INC	On call charges/Fire	139.61
P0116526	00214327	KAISER PERMANENTE	Medical test - recruiting cand	29.75
<i>Org Key: FR2100 - Fire Operations</i>				
P0116650	00214287	AT&T MOBILITY	MDC Charges/Fire	437.12
P0116651	00214362	VERIZON WIRELESS	Cell Charges/Fire	16.17
P0116652	00214362	VERIZON WIRELESS	VERIZON OCT 7-NOV 6 FIRE	15.29
<i>Org Key: FR2400 - Fire Suppression</i>				
P0116525	00214331	LN CURTIS & SONS	Supplies-tech rescue	24.81
<i>Org Key: GB0100 - Building Repairs</i>				
P0116551	00214309	FIRE PROTECTION INC	ALARM SERVICE LABOR EVIDENCE	2,009.83
<i>Org Key: GB0101 - HVAC Repairs</i>				
P0116604	00214340	PACIFIC AIR CONTROL INC	MERCER ISLAND MAINTENANCE	671.61
<i>Org Key: GB0102 - ADA Improvements</i>				
P0116554	00214340	PACIFIC AIR CONTROL INC	MERCER ISLAND COMMUNITY	3,382.27
<i>Org Key: GB0103 - City Hall - Seismic Retrofits</i>				
P0116556	00214329	KING AND BUNNY APPLIANCES	GAS STACKED COMMERCIAL WASHER	10,019.10
P0116555	00214329	KING AND BUNNY APPLIANCES	36 GAS COOKTOP	2,971.60
P0116558	00214288	AUBURN MECHANICAL	VRF SYSTEM FREQUENT ERROR FIRE	1,128.53
<i>Org Key: GB0104 - Luther Burbank Admin Repairs</i>				
P0116553	00214309	FIRE PROTECTION INC	ALARM SERVICE LBB SEC SECURITY	3,341.54
<i>Org Key: GE0107 - Fleet Replacements</i>				
P0116532	00214308	FINANCIAL CONSULTANTS INT'L	FL-0535 CUSTOM POLICE UPDATES	18,682.60
P0116532	00214308	FINANCIAL CONSULTANTS INT'L	FL-0535 CUSTOM POLICE UPDATES	18,900.60
P0116533	00214308	FINANCIAL CONSULTANTS INT'L	FL-0509 CUSTOM POLICE UPDATES	1,526.00
P0116534	00214308	FINANCIAL CONSULTANTS INT'L	FL-0462 CUSTOM POLICE UPDATES	599.50
<i>Org Key: GT0101 - City Information via Web GIS</i>				
P0116544	00214363	VERTIGIS NORTH AMERICA LTD	GEOCORTEX/VERTIGIS ENTERPRISE	10,000.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0116662	00214359	T-MOBILE	TEST MODEM	62.30
<i>Org Key: IS3170 - ARPA-ArcGIS Utility Network</i>				
P0116564	00214315	GIS INC A CONTINENTAL MAPPING	NOV 2022 GIS SERVICES	11,402.75
P0116563	00214315	GIS INC A CONTINENTAL MAPPING	TIME & MATERIAL LABOR PROJECT	4,824.64
<i>Org Key: MT1500 - Urban Forest Mangement</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116099	00214285	ALEX TREE SERVICE LLC	SUMMER 2022 LINE CLEARANCE TRE	12,045.26
	00214345	PRINCE, ANDREW	MILEAGE	79.38
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0116383	00214344	PLANT-TOURS.COM	TRANSCEIVERS, BATTERIES & CHAR	1,754.50
P0116595	00214293	CADMAN INC	UTILITY SAND (31.75 TONS)	963.63
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0116099	00214285	ALEX TREE SERVICE LLC	SUMMER 2022 LINE CLEARANCE TRE	22,444.20
<i>Org Key: MT2500 - ROW Administration</i>				
	00214320	HARVEY, RICHARD ALEX	CALLOUT	34.76
	00214335	MORALES, NELSON	DE ICING	26.38
	00214325	HUYNH, JASON	DE ICIING	20.00
<i>Org Key: MT3100 - Water Distribution</i>				
P0116593	00214341	PACIFIC RUBBER	3" FEMALE CAM X 3" HOSE SHANK,	74.27
P0116593	00214341	PACIFIC RUBBER	2" MALE CAMLOCK 2" FIPT	20.72
<i>Org Key: MT3150 - Water Quality Event</i>				
P0116506	00214319	HACH COMPANY	FREE CHLORINE REAGENT SET FOR	990.90
P0116506	00214319	HACH COMPANY	DPD CHLORINE-LR	579.12
P0116506	00214319	HACH COMPANY	DPD FREE CHLORINE REAGENT FOR	411.82
P0116506	00214319	HACH COMPANY	SINGLET SINGLE-USE PH BUFFER K	112.08
P0116506	00214319	HACH COMPANY	SATURATED KCI SOLUTION (PH STO	59.84
P0116506	00214319	HACH COMPANY	SINGLET SINGLE-USE PH BUFFER,	56.98
P0116506	00214319	HACH COMPANY	IRON REAGENT FOR 10 ML SAMPLE	39.03
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00214349	Robinson, Cody	CDL SKILLS DRIVING TEST	343.25
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0116519	00214347	PUMPTech INC	PORTA-GANTRY MEDIUM FRAME LIFT	9,237.71
P0116595	00214293	CADMAN INC	2" X 4" ROCK (32.53 TONS)	1,274.67
P0116595	00214293	CADMAN INC	5/8"-MINUS ROCK (32.65 TONS)	495.93
P0116576	00214323	HOME DEPOT CREDIT SERVICE	MISC. HARDWARE	65.38
P0116497	00214333	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	55.40
<i>Org Key: MT3800 - Storm Drainage</i>				
P0116383	00214344	PLANT-TOURS.COM	TRANSCEIVERS, BATTERIES & CHAR	1,754.50
P0116494	00214342	PACIFIC TOPSOIL INC.	DUMPING FEES	1,367.10
P0116595	00214293	CADMAN INC	5/8"-MINUS ROCK (32.65 TONS)	495.95
P0116488	00214317	GRAINGER	SPILL KIT: 15 GAL.	177.54
<i>Org Key: MT4200 - Building Services</i>				
P0116606	00214322	HERC RENTALS INC	1 TON PORT AIR CONDITIONER W/	2,021.04
P0116605	00214351	SEATTLE DRYER VENT CLEANING	CLEANING - COMMUNITY CENTER /	1,211.10
P0116607	00214322	HERC RENTALS INC	1 TON PORT AIR CONDITIONER 120	1,038.05
P0116588	00214286	AMERICAN ROOTER	Cabled two bathroom sinks	715.65
<i>Org Key: MT4300 - Fleet Services</i>				
P0116490	00214343	PAPE MACHINERY INC	OIL COOLER	744.57
P0116569	00214317	GRAINGER	IMPACT WRENCH: 1/2" SQUARE DRI	565.88
P0116594	00214337	NELSON PETROLEUM	2022 DIESEL DELIVERY	405.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116493	00214338	OWEN EQUIPMENT COMPANY	REPAIR PARTS	101.29
	00214353	SHERGILL, AMANDEEP	FUEL FOR PATROL CAR	35.79
P0116492	00214316	GOOD TO GO	TOLL FOR LICENSE # 68667D	2.75
<i>Org Key: MT4403 - Customer Response - Water</i>				
	00214320	HARVEY, RICHARD ALEX	PW SHOP CALLOUT	17.37
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
P0116567	00214317	GRAINGER	12V STICK PUMPS & BATTERIES	622.60
P0116565	00214317	GRAINGER	STRAIGHT WALL CONTAINER	114.97
<i>Org Key: MT4501 - Water Administration</i>				
P0116562	00214352	SEATTLE PUBLIC UTILITIES	OCT 2022 WATER PURCHASE	189,657.39
<i>Org Key: MT6100 - Park Maintenance</i>				
	00214354	SHERMAN, BRIAN	SAFETY BOOTS	347.31
P0116521	00214323	HOME DEPOT CREDIT SERVICE	ADJUSTABLE POST BASES	90.73
	00214310	FRAZEE, JANE	HOME REPAIR COURSE	60.00
	00214310	FRAZEE, JANE	PARKING FEE	10.00
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0116491	00214289	AUTOMATED GATES & EQUIPMENT	TWO GATE ARMS	704.64
<i>Org Key: PA0100 - Open Space Management</i>				
P0114950	00214313	GARDEN CYCLES	RESTORATION WORK IN ISLAND CRE	28,713.32
P0116505	00214317	GRAINGER	JOBSITE BOXES, GARDING TOOLS &	6,530.21
P0116631	00214298	CLARK'S NATIVE TREES & SHRUBS	TREES & SHRUBS	4,800.91
<i>Org Key: PA0111 - Aubrey Davis Park Vegetation M</i>				
P0116262	00214330	KPG	PSOMAS DBA KPG PSOMAS INC	200.00
<i>Org Key: PA0125 - Mercerdale Playground Improvem</i>				
P0111263	00214328	KCDA PURCHASING COOPERATIVE	PLAY EQUIPMENT AT MERCERDALE P	54,116.58
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
P0116505	00214317	GRAINGER	JOBSITE BOXES, GARDING TOOLS &	2,798.66
P0116631	00214298	CLARK'S NATIVE TREES & SHRUBS	TREES & SHRUBS	1,101.00
<i>Org Key: PR0000 - Parks & Recreation-Revenue</i>				
	00214304	DEVEGA, KATHLEEN	ROOM RENTAL REFUND	75.00
<i>Org Key: PR2104 - Special Events</i>				
P0116495	00214360	UNITED RENTALS NORTH AMERICA	BOOM 135' ARTICULATING IC 4WD	2,478.36
P0116583	00214361	UNITED REPROGRAPHICS	PUMPKIN WALK	105.84
	00214303	DALY, RYAN	HAY BALES FOR PUMPKIN WALK	81.53
<i>Org Key: PR4100 - Community Center</i>				
P0116605	00214351	SEATTLE DRYER VENT CLEANING	CLEANING - COMMUNITY CENTER /	220.20
<i>Org Key: SP0120 - Sunset Hwy/77 Ave SW Improveme</i>				
P0116586	00214292	BUILDERS EXCHANGE OF WA	PUBLISH PROJECTS ONLINE	66.30
<i>Org Key: ST0001 - ST Traffic Safety Enhancements</i>				
P0116648	00214364	Walker Consultants Inc.	Town Center Parking Study Inv	6,644.50
P0102334	00214330	KPG	2019 ON CALL TRANSPORTATION	5,283.50

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116648	00214364	Walker Consultants Inc.	Town Center Parking Study Inv	3,484.75
<i>Org Key: SU0100 - Emergency Sewer Repairs</i>				
P0115238	00214296	CASNE ENGINEERING INC	RE-PROGRAM PLC	687.50
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0116093	00214302	DAILY JOURNAL OF COMMERCE	SEWER SCADA SYSTEM	975.20
P0116586	00214292	BUILDERS EXCHANGE OF WA	PUBLISH PROJECTS ONLINE	618.80
<i>Org Key: SW0104 - Sub Basin 22.1 Watercourse Sta</i>				
P0114817	00214318	GRAY & OSBORNE INC	Watercourse Stabilization Proj	3,280.11
<i>Org Key: SW0106 - Sub basin 25b.2 Watercourse St</i>				
P0114817	00214318	GRAY & OSBORNE INC	Watercourse Stabilization Proj	3,280.11
<i>Org Key: WU0100 - Emergency Water System Repairs</i>				
P0111663	00214348	RH2 ENGINEERING INC	RESERVOIR PUMP-MOTOR	17,694.93
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0108114	00214295	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	1,673.25
<i>Org Key: WU0106 - Madrona Crest East Addition Wa</i>				
	00214334	MOLTZ, ERIC	CUSTOMER OUT OF WATER	27.75
<i>Org Key: WU0116 - RRA/ ERP Updates & Water Syste</i>				
P0109465	00214295	CAROLLO ENGINEERS INC	Risk & Resilience Assessment (3,049.25
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0102980	00214321	HDR ENGINEERING INC	WATER METER REPLACEMENT	5,479.36
<i>Org Key: WU0119 - Reservoir Generator Replacemen</i>				
P0116586	00214292	BUILDERS EXCHANGE OF WA	PUBLISH PROJECTS ONLINE	108.80
<i>Org Key: WU0175 - ARPA-PRV Replacement Design</i>				
P0114151	00214294	CAROLLO ENGINEERS INC	Risk and Resilience Assessment	892.00
<i>Org Key: YF1100 - YFS General Services</i>				
P0116615	00214300	CTRI INC	Trauma informed consulting	9,027.00
	00214326	JOHNSON, KARLENE	MENTAL HEALTH COUNSELOR	106.00
<i>Org Key: YF2500 - Family Counseling</i>				
P0116602	00214367	WOOD, JULIE D	Professional services consulti	680.00
	00214326	JOHNSON, KARLENE	TRAINING SELF COMPASSION	397.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0116622	00214305	EDDIE PEBBLES LLC	Rental assistance for EA clien	2,000.00
P0116616	00214336	MOSIO, CHRIS	Rental assistance for EA clien	2,000.00
Total				<u>553,130.81</u>

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214285	12/30/2022	ALEX TREE SERVICE LLC SUMMER 2022 LINE CLEARANCE TRE	P0116099	1146	11/15/2022	34,489.46
00214286	12/30/2022	AMERICAN ROOTER Cabled two bathroom sinks	P0116588	221115-01	12/02/2022	715.65
00214287	12/30/2022	AT&T MOBILITY MDC Charges/Fire	P0116650	X12132022	12/13/2022	437.12
00214288	12/30/2022	AUBURN MECHANICAL VRF SYSTEM FREQUENT ERROR FIRE	P0116558	30075	10/28/2022	1,128.53
00214289	12/30/2022	AUTOMATED GATES & EQUIPMENT TWO GATE ARMS	P0116491	234167	11/21/2022	704.64
00214290	12/30/2022	BANK OF AMERICA REFUND B&O OVERPAY		121522	12/15/2022	103.79
00214291	12/30/2022	BELLEVUE, CITY OF eCityGov Alliance Q4 2022 MBP	P0116626	43914	12/01/2022	9,615.27
00214292	12/30/2022	BUILDERS EXCHANGE OF WA PUBLISH PROJECTS ONLINE	P0116586	1072964	10/04/2022	793.90
00214293	12/30/2022	CADMAN INC UTILITY SAND (31.75 TONS)	P0116595	9710/9712/9711	12/19/2022	3,230.18
00214294	12/30/2022	CAROLLO ENGINEERS INC Risk and Resilience Assessment	P0114151	FB30546	12/12/2022	892.00
00214295	12/30/2022	CAROLLO ENGINEERS INC BOOSTER CHLORINATION SYSTEM	P0109465	FB30756	12/13/2022	4,722.50
00214296	12/30/2022	CASNE ENGINEERING INC RE-PROGRAM PLC	P0115238	39727	09/19/2022	687.50
00214297	12/30/2022	CHAPTER 13 TRUSTEE payroll early warrants		12.30.22	12/30/2022	572.00
00214298	12/30/2022	CLARK'S NATIVE TREES & SHRUBS TREES & SHRUBS	P0116631	20326	10/05/2022	5,901.91
00214299	12/30/2022	CROSS ISLAND CONSULTING HR Consulting Services Novembe	P0116618	22-MERCERIS-005	12/07/2022	495.00
00214300	12/30/2022	CTRI INC Trauma informed consulting	P0116615	6196	12/15/2022	9,027.00
00214301	12/30/2022	CULLIGAN SEATTLE WA Station bottled water	P0116523	0718870	11/30/2022	247.15
00214302	12/30/2022	DAILY JOURNAL OF COMMERCE SEWER SCADA SYSTEM	P0116093	3382572-RE	10/11/2022	975.20
00214303	12/30/2022	DALY, RYAN HAY BALES FOR PUMPKIN WALK		120522	12/05/2022	81.53
00214304	12/30/2022	DEVEGA, KATHLEEN ROOM RENTAL REFUND		120522	12/05/2022	75.00
00214305	12/30/2022	EDDIE PEBBLES LLC Rental assistance for EA clien	P0116622	122122	12/21/2022	2,000.00
00214306	12/30/2022	ESA Peer Review, 2206-099	P0116666	2204-107	12/01/2022	5,370.88
00214307	12/30/2022	FASTSIGNS BELLEVUE Land Use Sign Boards - Inv B-1	P0116627	B-114829	12/01/2022	3,170.88
00214308	12/30/2022	FINANCIAL CONSULTANTS INT'L FL-0535 CUSTOM POLICE UPDATES	P0116533	17700	10/12/2022	39,708.70
00214309	12/30/2022	FIRE PROTECTION INC ALARM SERVICE LABOR EVIDENCE	P0116553	75337	11/01/2022	5,351.37
00214310	12/30/2022	FRAZEE, JANE PARKING FEE		122222	12/22/2022	70.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214311	12/30/2022	GALLAGHER, ANITA November Lobbying Services (In	P0116620	1016	12/05/2022	2,000.00
00214312	12/30/2022	Galt, John Hearing Examiner Services APL2	P0116630	3257	09/08/2022	156.25
00214313	12/30/2022	GARDEN CYCLES RESTORATION WORK IN ISLAND CRE	P0114950	905	12/16/2022	28,713.32
00214314	12/30/2022	GEMPLER'S INC INVENTORY PURCHASES	P0116568	INV0004527157	12/14/2022	239.44
00214315	12/30/2022	GIS INC A CONTINENTAL MAPPING TIME & MATERIAL LABOR PROJECT	P0116564	11451	12/15/2022	16,227.39
00214316	12/30/2022	GOOD TO GO TOLL FOR LICENSE # 68667D	P0116492	51691249	11/28/2022	2.75
00214317	12/30/2022	GRAINGER INVENTORY PURCHASES	P0116505	4361/1121/0619	11/29/2022	11,496.35
00214318	12/30/2022	GRAY & OSBORNE INC Watercourse Stabilization Proj	P0114817	8	12/05/2022	6,560.22
00214319	12/30/2022	HACH COMPANY DPD FREE CHLORINE REAGENT FOR	P0116506	13363880	11/30/2022	2,249.77
00214320	12/30/2022	HARVEY, RICHARD ALEX CALLOUT		122022	12/20/2022	52.13
00214321	12/30/2022	HDR ENGINEERING INC WATER METER REPLACEMENT PROGRA	P0102980	1200484710	12/12/2022	5,479.36
00214322	12/30/2022	HERC RENTALS INC 1 TON PORT AIR CONDITIONER W/	P0116607	33043341-003	10/28/2022	3,059.09
00214323	12/30/2022	HOME DEPOT CREDIT SERVICE GYM DISINFECTING WIPES DISPENS	P0116521	9024470	12/14/2022	583.05
00214324	12/30/2022	HOME LINK CAPITAL LLC OVERPAYMENT		122722	12/27/2022	187.50
00214325	12/30/2022	HUYNH, JASON DE ICING		122222	12/22/2022	20.00
00214326	12/30/2022	JOHNSON, KARLENE MENTAL HEALTH COUNSELOR		122722	12/27/2022	503.00
00214327	12/30/2022	KAISER PERMANENTE Medical test - recruiting cand	P0116526	72535845	11/22/2022	29.75
00214328	12/30/2022	KCDA PURCHASING COOPERATIVE PLAY EQUIPMENT AT MERCERDALE P	P0111263	300687305	12/19/2022	54,116.58
00214329	12/30/2022	KING AND BUNNY APPLIANCES GAS STACKED COMMERCIAL WASHER	P0116555	13507	11/09/2022	12,990.70
00214330	12/30/2022	KPG 2019 ON CALL TRANSPORTATION	P0102334	191254	12/15/2022	16,205.00
00214331	12/30/2022	LN CURTIS & SONS Supplies-tech rescue	P0116525	INV654232	11/30/2022	24.81
00214332	12/30/2022	MI EMPLOYEES ASSOC payroll early warrants		12.30.22	12/30/2022	220.00
00214333	12/30/2022	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0116497	560800-113022	11/30/2022	55.40
00214334	12/30/2022	MOLTZ, ERIC CUSTOMER OUT OF WATER		121522	12/15/2022	27.75
00214335	12/30/2022	MORALES, NELSON DE ICING		122722	12/27/2022	26.38
00214336	12/30/2022	MOSIO, CHRIS Rental assistance for EA clien	P0116616	122122	12/21/2022	2,000.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214337	12/30/2022	NELSON PETROLEUM 2022 DIESEL DELIVERY	P0116594	0818983-IN	12/19/2022	405.00
00214338	12/30/2022	OWEN EQUIPMENT COMPANY REPAIR PARTS	P0116493	00108612	11/23/2022	101.29
00214339	12/30/2022	P.S.C. INC. payroll early warrant garnishm		12.30.22	12/30/2022	535.92
00214340	12/30/2022	PACIFIC AIR CONTROL INC MERCER ISLAND MAINTENANCE SHOP	P0116554	32997	10/19/2022	4,053.88
00214341	12/30/2022	PACIFIC RUBBER 3" FEMALE CAM X 3" HOSE SHANK,	P0116593	R080265	12/21/2022	94.99
00214342	12/30/2022	PACIFIC TOPSOIL INC. DUMPING FEES	P0116494	13387-112522	11/25/2022	1,367.10
00214343	12/30/2022	PAPE MACHINERY INC OIL COOLER	P0116490	14041322/41314	11/18/2022	744.57
00214344	12/30/2022	PLANT-TOURS.COM TRANSCIEVERS, BATTERIES & CHAR	P0116383	181102	11/30/2022	3,509.00
00214345	12/30/2022	PRINCE, ANDREW MILEAGE		101322	10/13/2022	79.38
00214346	12/30/2022	PUBLIC SAFETY TESTING INC Q3 2022 Subscription for Polic	P0116664	2022-1210	12/28/2022	489.00
00214347	12/30/2022	PUMPTech INC PORTA-GANTRY MEDIUM FRAME LIFT	P0116519	0187975-IN	12/09/2022	9,237.71
00214348	12/30/2022	RH2 ENGINEERING INC RESERVOIR PUMP-MOTOR ASSESMENT	P0111663	88571	12/02/2022	17,694.93
00214349	12/30/2022	Robinson, Cody CDL SKILLS DRIVING TEST		122222	12/22/2022	343.25
00214350	12/30/2022	RYDIN DECAL 200 - 2023 RESTRICTED PARKING	P0116179	399644	11/28/2022	934.77
00214351	12/30/2022	SEATTLE DRYER VENT CLEANING CLEANING - COMMUNITY CENTER /	P0116605	INV-000141	11/14/2022	1,431.30
00214352	12/30/2022	SEATTLE PUBLIC UTILITIES OCT 2022 WATER PURCHASE	P0116562	OCT2022	10/31/2022	189,657.39
00214353	12/30/2022	SHERGILL, AMANDEEP FUEL FOR PATROL CAR		121122	12/11/2022	35.79
00214354	12/30/2022	SHERMAN, BRIAN SAFETY BOOTS		122222	12/22/2022	347.31
00214355	12/30/2022	SKYWAY ELECTRIC INC DUPLICATE		122822	12/28/2022	250.40
00214356	12/30/2022	SOUND PUBLISHING INC Ntc. 2687785 Ord. 22-17	P0116561	8086215	12/15/2022	116.42
00214357	12/30/2022	STERICYCLE INC On call charges/Fire	P0116524	3006257322	11/21/2022	139.61
00214358	12/30/2022	SYSTEMS DESIGN WEST LLC EMS BILLING SEPT 22	P0116585	20222220	11/08/2022	1,529.50
00214359	12/30/2022	T-MOBILE TEST MODEM	P0116662	984234766-OCTNOV	11/01/2022	62.30
00214360	12/30/2022	UNITED RENTALS NORTH AMERICA BOOM 135' ARTICULATING IC 4WD	P0116495	213263153-001	11/22/2022	2,478.36
00214361	12/30/2022	UNITED REPROGRAPHICS PUMPKIN WALK	P0116583	9111226-IN	10/05/2022	105.84
00214362	12/30/2022	VERIZON WIRELESS VERIZON ANGIE/ALI OCT 24-NOV 2	P0116651	9922304332	12/06/2022	512.07

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214363	12/30/2022	VERTIGIS NORTH AMERICA LTD GEOCORTEX/VERTIGIS ENTERPRISE	P0116544	IN-VGNA-00004133	12/14/2022	10,000.00
00214364	12/30/2022	Walker Consultants Inc. Town Center Parking Study Inv	P0116648	390013170009	10/27/2022	10,129.25
00214365	12/30/2022	WALTER E NELSON CO INVENTORY PURCHASES	P0116574	899134	12/20/2022	2,171.33
00214366	12/30/2022	Wayne Andrew Phipps Judge Pro Tem 12/12/22 - 2 hrs	P0116507	121222	12/12/2022	100.00
00214367	12/30/2022	WOOD, JULIE D Professional services consulti	P0116602	121522	12/15/2022	680.00
					Total	<u>553,130.81</u>

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

Report	Warrants	Date	Amount
Check Register	214368-214492	1/6/2023	\$2,664,739.10
			\$2,664,739.10

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0116767	00214438	MI SCHOOL DISTRICT #400	Remit 2022 Bus Paddle Revenues	16,185.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0116642	00214411	H D FOWLER	INVENTORY PURCHASES	1,822.87
<i>Org Key: AS1100 - Administrative Services</i>				
P0116713	00214488	WCMA	Spietz Membership Dues 2023	315.00
P0116764	00214481	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23	212.81
<i>Org Key: CA1100 - Administration (CA)</i>				
P0116688	00214435	MARTEN LAW	Invoice #44094110 Professional	380.00
P0116687	00214461	RELX INC DBA LEXISNEXIS	Invoice #3094230519 Legal	363.33
P0116760	00214481	VERIZON WIRELESS	VERIZON NOV 24-DEC 23 SWAN	46.95
<i>Org Key: CA1150 - Attorney-Litigation</i>				
P0116696	00214436	McNaul Ebel Nawrot	Invoice #106828 Professional	133,897.44
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0116697	00214440	MOBERLY AND ROBERTS	Invoice #1076 Professional	7,308.32
P0116689	00214424	Kiviat, Aaron	Invoice #1542 12/23/22 Profess	400.00
<i>Org Key: CA1300 - Public Records</i>				
P0116549	00214485	WAPRO	Invoice #6183 - Membership Due	25.00
<i>Org Key: CM1100 - Administration (CM)</i>				
	00214480	US BANK CORP PAYMENT SYS	11/15 Council Meeting Meal	242.40
P0116629	00214383	AWC	City Action Days Registration	200.00
P0116761	00214481	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23	177.80
	00214480	US BANK CORP PAYMENT SYS	Supplies for 12/5 Meeting	80.14
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	75.00
	00214480	US BANK CORP PAYMENT SYS	Registration for J. Jacobson	55.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	25.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	25.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	25.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	13.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	5.25
<i>Org Key: CM1200 - City Clerk</i>				
P0116617	00214422	KCMCA	2023 Membership Dues - Larson	35.00
P0116619	00214485	WAPRO	2023 Membership Dues - Larson	25.00
<i>Org Key: CM1400 - Communications</i>				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	15.96
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	5.95
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	5.95
<i>Org Key: CO6100 - City Council</i>				
P0116629	00214383	AWC	City Action Days Registration	200.00
P0116629	00214383	AWC	City Action Days Registration	200.00
P0116629	00214383	AWC	City Action Days Registration	200.00
P0116629	00214383	AWC	City Action Days Registration	200.00
P0116686	00214441	MORGAN SOUND INC	Additional MIC wind screens	87.30

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: CO6300 - Climate Action Plan</i>				
P0116638	00214390	CASCADIA CONSULTING GROUP	MercerIslandCAP2022 September	12,150.00
<i>Org Key: CO6500 - Sister City Program</i>				
P0116684	00214470	SISTER CITIES INTERNATIONAL	2023 Membership Dues	610.00
<i>Org Key: CR1100 - Human Resources</i>				
P0116766	00214370	ADP, Inc.	NOV22 Workforce Optimization	833.33
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	528.47
P0116669	00214454	PUBLIC SAFETY TESTING INC	Q4 Recruiting Assist/Fire	386.00
	00214378	Amazon Capital Services Inc	Public Works - Support Service	335.73
	00214378	Amazon Capital Services Inc	Public Works - Support Service	302.72
	00214378	Amazon Capital Services Inc	Public Works - Support Service	302.72
	00214378	Amazon Capital Services Inc	Public Works - Support Service	273.48
P0116675	00214447	OCCUPATIONAL HEALTH CTRS OF WA	DOT Re-certification charges	232.00
	00214378	Amazon Capital Services Inc	Admin Services-HR	220.14
	00214378	Amazon Capital Services Inc	Public Works - Support Service	209.13
	00214378	Amazon Capital Services Inc	Public Works - Support Service	136.74
	00214378	Amazon Capital Services Inc	Admin Services-HR	132.06
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	100.00
	00214378	Amazon Capital Services Inc	Public Works - Support Service	77.08
	00214378	Amazon Capital Services Inc	Public Works - Support Service	77.08
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	50.00
	00214480	US BANK CORP PAYMENT SYS	Professional Services	43.48
	00214378	Amazon Capital Services Inc	Public Works - Support Service	37.32
<i>Org Key: CT1100 - Municipal Court</i>				
P0115887	00214441	MORGAN SOUND INC	GRANT Court A/V Upgrade for Zo	17,185.48
P0116468	00214441	MORGAN SOUND INC	Jury Box Boundary Microphone	1,233.12
P0116509	00214401	DMCJA	DMCJA - 2023 dues	500.00
P0116700	00214416	INTERCOM LANGUAGE SERVICES INC	Intercom invoice #22-603	385.00
P0116716	00214428	LANGUAGE LINE SERVICES	Language Line invoice #1070914	54.42
P0116762	00214481	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 MUNIC	41.95
<i>Org Key: DS1100 - Administration (DS)</i>				
P0116659	00214481	VERIZON WIRELESS	VERIZON CPD OCT 24-NOV 23	732.07
P0116658	00214481	VERIZON WIRELESS	VERIZON CM OCT 24 - NOV 23	488.85
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	215.42
P0116658	00214481	VERIZON WIRELESS	VERIZON CM OCT 24 - NOV 23	162.95
	00214378	Amazon Capital Services Inc	CPD	30.82
P0116617	00214422	KCMCA	2023 Membership Dues - Estrada	25.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	10.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0116730	00214474	STATE AUDITOR'S OFFICE	2021 Annual Audit Costs	6,583.00
	00214378	Amazon Capital Services Inc	Finance	219.25
	00214480	US BANK CORP PAYMENT SYS	Office Supplies	150.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	54.10
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	46.95
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	41.95
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	41.95

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: FN2100 - Data Processing				
P0116724	00214475	SUPERION LLC	1ST QTR 2/1/23-4/30/23 ONE SOL	13,595.65
P0116709	00214437	METROPRESORT	2022 ANNUAL B&O PRINTING & MAI	5,860.46
P0116709	00214437	METROPRESORT	2022 ANNUAL B&O PRINTING & MAI	3,895.91
P0116709	00214437	METROPRESORT	4TH QTR 2022 B&O PRINTING & MA	406.83
P0116709	00214437	METROPRESORT	4TH QTR 2022 B&O PRINTING & MA	98.88
Org Key: FN4501 - Utility Billing (Water)				
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	168.49
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	140.33
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	124.22
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.74
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	46.96
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	41.95
Org Key: FN4502 - Utility Billing (Sewer)				
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	168.50
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	140.33
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	124.21
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.74
Org Key: FN4503 - Utility Billing (Storm)				
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	168.50
P0116612	00214437	METROPRESORT	NOV 2022 PRINTING & MAILING OF	140.34
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	124.23
P0116709	00214437	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.74
Org Key: FR0000 - Fire-Revenue				
P0116726	00214387	Britton-Simmons, Geary	Refund Overpayment	779.76
P0116681	00214469	SHIN, SUSAN	Refund Overpayment	175.70
Org Key: FR1100 - Administration (FR)				
P0116693	00214454	PUBLIC SAFETY TESTING INC	Background/Peebler	1,456.47
	00214378	Amazon Capital Services Inc	Fire	1,099.90
	00214378	Amazon Capital Services Inc	Fire	492.15
	00214378	Amazon Capital Services Inc	Fire	302.86
	00214378	Amazon Capital Services Inc	Fire	205.08
	00214378	Amazon Capital Services Inc	Fire	73.52
	00214378	Amazon Capital Services Inc	Fire	68.36
	00214378	Amazon Capital Services Inc	Fire	59.43
	00214480	US BANK CORP PAYMENT SYS	Zone 1 meeting refreshments	43.93
	00214480	US BANK CORP PAYMENT SYS	11/9 Officer Meeting refreshme	40.04
	00214480	US BANK CORP PAYMENT SYS	11/9 Officer Meeting refreshmen	21.96
	00214378	Amazon Capital Services Inc	Fire	21.57
	00214378	Amazon Capital Services Inc	Fire	13.20
	00214378	Amazon Capital Services Inc	Fire	9.44
Org Key: FR1200 - Fire Marshal				
P0116701	00214417	International Code Council	Membership - Fire Marshall	145.00
Org Key: FR2100 - Fire Operations				
P0116729	00214446	NORCOM 911	2023 Quarterly Norcom Assessme	46,524.98

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116690	00214467	SEA WESTERN INC	Bunker Gear Supplies/Jones/McC	3,879.65
P0116691	00214431	LN CURTIS & SONS	Bunker Gear Supplies -	2,214.07
P0116745	00214426	KROESENS UNIFORM COMPANY	Uniform Ops	1,314.87
P0116736	00214395	COMCAST	2023 Comcast Business - Fire	1,232.71
P0113450	00214404	EPSCA	44 RADIOS FOR FIRE 2022	1,111.00
P0116660	00214481	VERIZON WIRELESS	VERIZON FIRE OCT 24-NOV 23	847.50
	00214378	Amazon Capital Services Inc	Fire	638.58
P0116702	00214426	KROESENS UNIFORM COMPANY	Boots	367.73
P0116703	00214426	KROESENS UNIFORM COMPANY	Uniform Ops	247.67
	00214480	US BANK CORP PAYMENT SYS	ICC exam - Mair	230.00
	00214480	US BANK CORP PAYMENT SYS	ICC exam - Mair	230.00
	00214480	US BANK CORP PAYMENT SYS	ICC exam - Mair	230.00
P0116705	00214426	KROESENS UNIFORM COMPANY	Uniform Ops	186.01
P0116683	00214398	DATAQUEST LLC	Background Checks INV 20183	124.20
	00214480	US BANK CORP PAYMENT SYS	Boot resale	120.00
P0116704	00214426	KROESENS UNIFORM COMPANY	Uniform Ops	114.44
P0116765	00214394	COMCAST	MI FIRE STATION 2023	113.87
P0116765	00214394	COMCAST	MI FIRE STATION 2023	93.92
P0116765	00214394	COMCAST	MI FIRE STATION 2023	62.41
	00214480	US BANK CORP PAYMENT SYS	Replacement battery	44.02
	00214378	Amazon Capital Services Inc	Fire	6.59
	00214378	Amazon Capital Services Inc	Fire	6.59
P0113450	00214404	EPSCA	ACCESS FEE REBATE FIRE	-73.04
Org Key: FR2400 - Fire Suppression				
P0116746	00214444	National Hose Testing Spec Inc	Hose and ladder testing	5,913.45
P0116692	00214431	LN CURTIS & SONS	Hose Supplies (Ball Valve)	3,584.86
Org Key: FR2500 - Fire Emergency Medical Svcs				
P0116706	00214371	AIRGAS USA LLC	Oxygen cylinder rental	19.95
P0116707	00214371	AIRGAS USA LLC	Oxygen	5.99
Org Key: GB0101 - HVAC Repairs				
P0116474	00214453	PREMIER CABLING LLC	10 additional Network drops	6,220.65
Org Key: GGI001 - General Government-Insurance				
P0116725	00214487	WCIA	2023 Liability Insurance	668,565.61
P0116725	00214487	WCIA	2023 Property Insurance	125,243.64
P0116725	00214487	WCIA	2023 Insurance	7,884.00
Org Key: GGM001 - General Government-Misc				
P0116736	00214395	COMCAST	2023 Comcast Business - City h	2,540.51
P0116765	00214394	COMCAST	CITY OF MI 2023	111.46
P0116672	00214452	POT O' GOLD INC	COFFEE STATION	75.00
P0116765	00214394	COMCAST	MI CITY HALL 2023	11.41
Org Key: GGM004 - Gen Govt-Office Support				
P0116673	00214450	PITNEY BOWES INC	RED INK FOR POSTAGE MACHINE	191.89
Org Key: GGM005 - Genera Govt-L1 Retiree Costs				
P0116740	00214400	DEVENY, JAN P	LEOFF1 LTC Expenses	13,104.00
	00214430	LEOFF HEALTH & WELFARE TRUST	POLICE RETIREES	6,215.85
P0116755	00214484	WALLACE, THOMAS	LEOFF1 Retiree Medical Expense	6,000.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214429	LEOFF HEALTH & WELFARE TRUST	FIRE RETIREES	3,271.50
	00214414	HILTNER, PETER	LEOFF1 Medicare Reimb	619.50
	00214396	COOPER, ROBERT	RETIREES MEDICARE	494.70
P0116747	00214403	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	487.65
P0116751	00214442	MYERS, JAMES S	LEOFF1 Retiree Medical Expense	428.88
P0116731	00214385	BOOTH, GLENDON D	LEOFF1 Retiree Medical Expense	298.37
	00214399	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	275.10
P0116748	00214434	LYONS, STEVEN	LEOFF1 Retiree Medical Expense	273.61
	00214384	BARNES, WILLIAM	LEOFF1 Medicare Reimb	271.10
	00214406	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	271.10
	00214479	THOMPSON, JAMES	LEOFF1 Medicare Reimb	245.90
	00214466	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	240.60
	00214368	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	239.10
	00214409	GOODMAN, J C	LEOFF1 Medicare Reimb	236.30
	00214472	SMITH, RICHARD	LEOFF1 Medicare Reimb	219.60
	00214434	LYONS, STEVEN	LEOFF1 Medicare Reimb	211.80
	00214403	ELSOE, RONALD	LEOFF1 Medicare Reimb	208.30
	00214427	KUHN, DAVID	LEOFF1 Medicare Reimb	205.60
	00214412	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	204.50
	00214402	DOWD, PAUL	LEOFF1 Medicare Reimb	202.90
	00214385	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	202.60
	00214369	ADAMS, RONALD E	LEOFF1 Medicare Reimb	201.40
	00214381	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	195.50
	00214432	LOISEAU, LERI M	LEOFF1 Medicare Reimb	192.80
	00214484	WALLACE, THOMAS	LEOFF1 Medicare Reimb	183.10
	00214400	DEVENY, JAN P	LEOFF1 Medicare Reimb	182.00
	00214442	MYERS, JAMES S	LEOFF1 Medicare Reimb	179.80
	00214463	RUCKER, MANORD J	LEOFF1 Medicare Reimb	176.00
	00214419	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	175.50
	00214489	WEGNER, KEN	LEOFF1 Medicare Reimb	170.10
	00214490	WHEELER, DENNIS	LEOFF1 Medicare Reimb	164.90
P0116750	00214463	RUCKER, MANORD J	LEOFF1 Retiree Medical Expense	154.94
	00214460	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20
P0116740	00214400	DEVENY, JAN P	LEOFF1 Retiree Medical Expense	135.81
P0116732	00214399	DEEDS, EDWARD G	LEOFF1 Retiree Medical Expense	94.06
P0116744	00214402	DOWD, PAUL	LEOFF1 Retiree Medical Expense	67.50
P0116752	00214472	SMITH, RICHARD	LEOFF1 Retiree Medical Expense	30.00

Org Key: GGM606 - Excess Retirement-Fire

00214384	BARNES, WILLIAM	LEOFF1 Excess Benefit	2,162.44
00214396	COOPER, ROBERT	LEOFF1 Excess Benefit	2,118.03
00214419	JOHNSON, CURTIS	LEOFF1 Excess Benefit	1,220.32
00214466	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	1,025.82
00214460	RAMSAY, JON	LEOFF1 Excess Benefit	585.43

Org Key: GGX620 - Custodial Disbursements

P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	2,366.72
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	1,812.86
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	1,387.61
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	1,360.64
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	1,097.03

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	759.65
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	591.90
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	335.10
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	317.78
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	295.90
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	295.60
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	158.58
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	154.65
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	146.90
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	111.10
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	111.10
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	51.67
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	36.38
P0116768	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 MI Court Transmitt	3.61
P0116769	00214483	WA ST TREASURER'S OFFICE	Remit DEC22 NC Court Transmitt	3.45
Org Key: GT0101 - City Information via Web GIS				
P0116621	00214477	TEACHMEGIS	GEOCORTEX & VERTIGIS TRAINING	4,800.00
Org Key: GT0108 - Technology Equipment Replaceme				
P0115190	00214391	CDW GOVERNMENT INC	Cisco Meraki MR36 APs	1,243.62
Org Key: GX9996 - Employee Benefits-Police				
	00214430	LEOFF HEALTH & WELFARE TRUST	POLICE	54,106.72
Org Key: GX9997 - Employee Benefits-Fire				
	00214429	LEOFF HEALTH & WELFARE TRUST	FIRE ACTIVE	53,121.84
Org Key: IGVO08 - Suburban Cities Association				
P0116682	00214465	SCA	2023 SCA Membership Dues	18,578.56
Org Key: IS1100 - IGS Mapping				
P0116723	00214405	ESRI	1/25/23-1/24/24 ENTERPRISE	8,395.13
Org Key: IS2100 - IGS Network Administration				
P0116680	00214372	ALIENVAULT INC	Alienvault Annual Subscription	7,343.67
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	997.34
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	513.20
	00214378	Amazon Capital Services Inc	Admin Services-IGS	232.70
P0116711	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 IGS CITY CELL	224.81
	00214378	Amazon Capital Services Inc	Admin Services-IGS	221.29
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	150.81
P0116738	00214462	Ringsquared Telecom LLC	LONG DISTANCE CALLING 120322	90.91
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	72.75
	00214378	Amazon Capital Services Inc	Admin Services-IGS	64.96
	00214378	Amazon Capital Services Inc	Admin Services-IGS	38.09
	00214378	Amazon Capital Services Inc	Admin Services-IGS	34.55
P0116753	00214476	T-MOBILE	TEST MODEM	31.15
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	30.00
	00214378	Amazon Capital Services Inc	Admin Services-IGS	26.84
	00214378	Amazon Capital Services Inc	Admin Services-IGS	25.84
	00214378	Amazon Capital Services Inc	Admin Services-IGS	24.33
	00214378	Amazon Capital Services Inc	Admin Services-IGS	18.71

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214378	Amazon Capital Services Inc	Admin Services-IGS	18.71
	00214378	Amazon Capital Services Inc	Admin Services-IGS	9.35
	00214378	Amazon Capital Services Inc	Admin Services-IGS	8.11
	00214378	Amazon Capital Services Inc	Admin Services-IGS	6.58
<i>Org Key: IS3101 - GIS Analyst Water Fund</i>				
P0116723	00214405	ESRI	1/25/23-1/24/24 ENTERPRISE	8,395.13
<i>Org Key: IS3102 - GIS Analyst Sewer Fund</i>				
P0116723	00214405	ESRI	1/25/23-1/24/24 ENTERPRISE	8,395.11
<i>Org Key: IS3103 - GIS Analyst Storm Fund</i>				
P0116723	00214405	ESRI	1/25/23-1/24/24 ENTERPRISE	8,395.13
<i>Org Key: MT2100 - Roadway Maintenance</i>				
	00214459	PUGET SOUND ENERGY	3505 88TH AVE SE	5,438.03
P0116667	00214433	LTI INC	DEICER SALT	5,899.70
	00214459	PUGET SOUND ENERGY	SE 78TH & 85TH PL SE	3,060.81
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	924.77
P0116719	00214443	NARWHAL MET LLC	MONTHLY WEATHER SERVICES	525.00
	00214459	PUGET SOUND ENERGY	SE 28 ST & 81 PL SE	510.31
	00214459	PUGET SOUND ENERGY	77 AVE SE & SE 27 ST	429.95
	00214480	US BANK CORP PAYMENT SYS	Lid C portable toilet	395.00
	00214480	US BANK CORP PAYMENT SYS	Middle school portable toilet	395.00
	00214480	US BANK CORP PAYMENT SYS	boat launch portable toilet	395.00
	00214459	PUGET SOUND ENERGY	81 AVE SE & N MERCER WAY	244.04
	00214459	PUGET SOUND ENERGY	76TH AVE SE & SE 24TH ST	231.90
	00214459	PUGET SOUND ENERGY	IRRIGATION - TREE LIGHT	213.46
P0116720	00214492	WSDOT	IC SE 28TH & 80TH AVE SE SIGNA	120.78
	00214459	PUGET SOUND ENERGY	84TH AV SE/ SE 26 ST	112.01
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	110.00
	00214459	PUGET SOUND ENERGY	7806 SE 27TH ST	78.23
	00214459	PUGET SOUND ENERGY	7707 SE 27TH ST SIGNAL	76.87
	00214459	PUGET SOUND ENERGY	3853 ISLAND CREST WAY	68.78
	00214459	PUGET SOUND ENERGY	4030 86TH AVE SE	54.67
	00214459	PUGET SOUND ENERGY	80TH AV SE/ SE 28 ST	54.51
	00214480	US BANK CORP PAYMENT SYS	pesticide license fee	50.00
	00214480	US BANK CORP PAYMENT SYS	pesticide license fee	50.00
	00214480	US BANK CORP PAYMENT SYS	pesticide license fee	50.00
	00214480	US BANK CORP PAYMENT SYS	pesticide test fee	50.00
	00214459	PUGET SOUND ENERGY	4700 ISLAND CREST WAY	48.79
	00214459	PUGET SOUND ENERGY	3200 81ST PL SE	48.37
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	40.01
	00214459	PUGET SOUND ENERGY	4200 ISLAND CREST WAY	37.87
	00214480	US BANK CORP PAYMENT SYS	spark plugs	35.22
	00214480	US BANK CORP PAYMENT SYS	Leaf blower air filters	31.92
	00214459	PUGET SOUND ENERGY	SE 36 ST & E MERCER WAY	29.22
	00214459	PUGET SOUND ENERGY	SE 78TH & 84TH AVE SE	13.22
	00214480	US BANK CORP PAYMENT SYS	leaf blower kit	11.00
	00214459	PUGET SOUND ENERGY	5700 ISLAND CREST WAY	10.14
	00214459	PUGET SOUND ENERGY	8450 N MERCER WAY	8.02
	00214459	PUGET SOUND ENERGY	78TH AVE/ SE 24 ST	8.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214480	US BANK CORP PAYMENT SYS	Pesticide license fee	1.50
	00214480	US BANK CORP PAYMENT SYS	pesticide license fee	1.50
	00214480	US BANK CORP PAYMENT SYS	Pesticide license fee	1.50
	00214480	US BANK CORP PAYMENT SYS	Pesticide test fee	1.50
<i>Org Key: MT2150 - Pavement Marking</i>				
P0116645	00214373	ALPINE PRODUCTS INC	MISC. STREET MARKING MATERIAL	10,233.66
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0116722	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	286.36
	00214459	PUGET SOUND ENERGY	84TH AVE SE & 72ND ST	13.47
	00214459	PUGET SOUND ENERGY	8450 N MERCER WAY	1.58
<i>Org Key: MT3100 - Water Distribution</i>				
P0116643	00214411	H D FOWLER	M&H 129S FIRE HYDRANT 6" MJ BA	7,264.47
	00214459	PUGET SOUND ENERGY	4320 88TH AVE SE	3,327.76
P0116623	00214478	Tech Heads Inc.	T20 Firewall for Reservoir	557.49
P0116614	00214415	HOME DEPOT CREDIT SERVICE	INSULATION & EXTENSION CORDS	249.10
	00214459	PUGET SOUND ENERGY	3204 74TH AVE SE	177.91
P0116611	00214410	GRAINGER	FULL BRIM HARD HAT (YELLOW)	63.34
	00214378	Amazon Capital Services Inc	Public Works	39.62
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0116624	00214420	KAASM LLC	WINCC OA SOFTWARE SUPPORT	9,376.40
	00214480	US BANK CORP PAYMENT SYS	New chairs for utility team me	1,078.91
	00214480	US BANK CORP PAYMENT SYS	New chairs for utility team me	1,078.90
P0116647	00214473	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	438.89
P0116613	00214491	WORKWEAR PLACE, THE	MISC. WORK CLOTHES	361.63
	00214480	US BANK CORP PAYMENT SYS	Department of Health Exam Fee	87.00
	00214378	Amazon Capital Services Inc	Public Works	19.81
	00214480	US BANK CORP PAYMENT SYS	Department of Health Exam Serv	1.74
<i>Org Key: MT3400 - Sewer Collection</i>				
P0116641	00214410	GRAINGER	NATURAL TAPERED CORKS SIZE 12	70.89
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0116661	00214392	CenturyLink	SEWER TELEMTRY 120422	2,555.60
P0116668	00214380	AT&T MOBILITY	2022 TELEMTRY	818.35
	00214459	PUGET SOUND ENERGY	2239 60TH AVE SE	601.67
P0116695	00214410	GRAINGER	ENGINE BLOCK HEATER	380.85
	00214459	PUGET SOUND ENERGY	PUMP STATION #21	270.88
	00214459	PUGET SOUND ENERGY	PUMP STATION #19	254.58
	00214459	PUGET SOUND ENERGY	3309 97TH AVE SE	214.60
	00214459	PUGET SOUND ENERGY	8440 BENOTHO PLACE	214.18
	00214459	PUGET SOUND ENERGY	5495 W MERCER WAY	207.98
	00214459	PUGET SOUND ENERGY	7207 W MERCER WAY	194.97
	00214459	PUGET SOUND ENERGY	9855 SE 42ND ST	193.86
	00214459	PUGET SOUND ENERGY	5406 96TH AVE SE	176.56
	00214459	PUGET SOUND ENERGY	6234 E MERCER WAY	175.10
	00214459	PUGET SOUND ENERGY	PUMP STATION #17	151.56
	00214459	PUGET SOUND ENERGY	4606 EAST MERCER WAY	131.92
	00214459	PUGET SOUND ENERGY	PUMP STATION #10	129.61

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214459	PUGET SOUND ENERGY	PUMP STATION # 15	125.93
	00214459	PUGET SOUND ENERGY	PUMP STATION #1	105.57
	00214459	PUGET SOUND ENERGY	4313 FOREST AVE SE	89.99
	00214459	PUGET SOUND ENERGY	4009 WEST MERCER WAY	85.92
P0116722	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	44.12
	00214459	PUGET SOUND ENERGY	4008 EAST MERCER WAY	35.41
	00214378	Amazon Capital Services Inc	Public Works	10.45
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0116624	00214420	KAASM LLC	WINCC OA SOFTWARE SUPPORT	9,376.40
	00214378	Amazon Capital Services Inc	Public Works	110.08
<i>Org Key: MT3800 - Storm Drainage</i>				
P0116718	00214393	CLARK'S NATIVE TREES & SHRUBS	DOUGLAS FIR/CEDAR/HEMLOCK	1,167.34
P0116671	00214411	H D FOWLER	14" OFFSET PIPE WRENCH	88.94
P0116715	00214473	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	48.43
<i>Org Key: MT4150 - Support Services - Clearing</i>				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	616.52
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	475.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	275.00
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	217.97
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	208.49
P0116765	00214394	COMCAST	CITY OF MI 2023	86.41
P0116699	00214397	CRYSTAL AND SIERRA SPRINGS	PW WATER DELIVERY	72.23
P0116683	00214398	DATAQUEST LLC	Background Checks INV 20183	53.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	52.42
P0113450	00214404	EPSCA	1 RADIO FOR MAINTENANCE	25.25
	00214378	Amazon Capital Services Inc	Public Works	22.00
	00214378	Amazon Capital Services Inc	Public Works	15.36
	00214378	Amazon Capital Services Inc	Public Works	13.93
P0113450	00214404	EPSCA	ACCESS FEE REBATE MAINT	-1.66
<i>Org Key: MT4200 - Building Services</i>				
	00214459	PUGET SOUND ENERGY	9611 SE 36TH ST	7,312.33
	00214459	PUGET SOUND ENERGY	9601 SE 36TH ST	2,966.26
	00214459	PUGET SOUND ENERGY	3030 78TH AVE SE	2,035.19
	00214459	PUGET SOUND ENERGY	8473 SE 68TH ST	1,444.60
P0115832	00214464	RUDYS PLUMBING	PLUMBING REPLACEMENT PW	1,105.40
P0116722	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	674.91
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	610.21
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	339.06
P0116714	00214408	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	268.25
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	85.78
	00214378	Amazon Capital Services Inc	Public Works - Support Service	72.31
	00214459	PUGET SOUND ENERGY	9100 SE 42ND ST #CHAR	56.51
	00214459	PUGET SOUND ENERGY	9611 SE 36TH ST	41.93
	00214378	Amazon Capital Services Inc	Public Works - Support Service	22.49
	00214378	Amazon Capital Services Inc	Public Works - Support Service	20.70
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	14.28
P0116721	00214415	HOME DEPOT CREDIT SERVICE	WATER SUPPLY LINE	7.67
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	-57.19

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PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: MT4210 - Building Landscaping				
P0111281	00214386	BRIGHT HORIZON LAWN CARE	CITY HALL, CITY SHOP, FS 91,92	2,002.27
Org Key: MT4300 - Fleet Services				
P0116725	00214487	WCIA	2023 Vehicle Insurance	42,135.00
P0116644	00214445	NELSON PETROLEUM	2022 DIESEL DELIVERY	3,007.62
P0116698	00214382	AUTONATION INC	FLEET PARTS	324.42
	00214378	Amazon Capital Services Inc	Public Works	20.50
	00214378	Amazon Capital Services Inc	Public Works	15.43
Org Key: MT4501 - Water Administration				
P0116725	00214487	WCIA	2023 Liability Insurance	246,441.33
P0116725	00214487	WCIA	2023 Property Insurance	46,232.14
P0116730	00214474	STATE AUDITOR'S OFFICE	2021 Annual Audit Costs	2,194.38
Org Key: MT4502 - Sewer Administration				
P0116727	00214423	KING COUNTY TREASURY	JAN-DEC 2023 MONTHLY SEWER CHA	450,907.83
P0116725	00214487	WCIA	2023 Liability Insurance	56,909.95
P0116725	00214487	WCIA	2023 Property Insurance	10,610.66
P0116730	00214474	STATE AUDITOR'S OFFICE	2021 Annual Audit Costs	2,194.38
Org Key: MT4503 - Storm Water Administration				
P0116725	00214487	WCIA	2023 Liability Insurance	38,917.11
P0116725	00214487	WCIA	2023 Property Insurance	7,389.56
P0116730	00214474	STATE AUDITOR'S OFFICE	2021 Annual Audit Costs	2,194.25
Org Key: MT4900 - Solid Waste & Sustainability				
P0116639	00214448	OLYMPIC ENVIRONMENTAL RES	#2022OER5 for Mercer Island 20	13,162.33
P0116637	00214421	KC FINANCE	King County-Cities Climate	1,200.00
Org Key: MT6100 - Park Maintenance				
P0116634	00214486	WAVE ELECTRICAL LLC	HOMESTEAD PARK OUTSIDE RECPTAC	4,401.80
	00214459	PUGET SOUND ENERGY	5501 ISLAND CREST WAY	2,452.41
P0116708	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	1,610.11
	00214459	PUGET SOUND ENERGY	4101 82ND AVE SE	493.74
P0116694	00214418	ISSAQUAH HONDA KUBOTA	TRIMMER PARTS	528.72
P0116646	00214408	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	506.22
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	376.97
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	376.73
	00214459	PUGET SOUND ENERGY	7677 SE 32ND ST	63.75
	00214459	PUGET SOUND ENERGY	CLARK BCH PK LOT & UTL	21.56
	00214459	PUGET SOUND ENERGY	GROVELAND PARK	17.59
	00214459	PUGET SOUND ENERGY	2835 60TH AVE SE	15.67
	00214459	PUGET SOUND ENERGY	5960 60TH AVE SE	10.89
Org Key: MT6200 - Athletic Field Maintenance				
P0116708	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	992.66
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	42.12
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	42.06
Org Key: MT6500 - Luther Burbank Park Maint				
P0116708	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	2,496.89

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214459	PUGET SOUND ENERGY	LUTHER BURBANK PARK	1,549.10
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	40.01
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	40.01
<i>Org Key: MT6600 - Park Maint School Fields</i>				
	00214459	PUGET SOUND ENERGY	8225 SE 72ND ST	829.41
<i>Org Key: MT6800 - Trails Maintenance</i>				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	200.00
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	47.12
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	47.12
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0116636	00214468	SECURITY CONTRACTOR SVCS INC.	RENTAL PERIOD 10/9/22-11/9/22	715.65
P0116635	00214468	SECURITY CONTRACTOR SVCS INC.	RENTAL PERIOD 11/9/22-12/9/22	715.65
P0116708	00214439	MI UTILITY BILLS	DEC 2022 PMT OF UTILITY BILLS	452.71
	00214459	PUGET SOUND ENERGY	3600 E MERCER WAY	103.37
	00214459	PUGET SOUND ENERGY	SE 22 ST & 66TH AVE SE	73.56
	00214459	PUGET SOUND ENERGY	2100 72ND AVE SE	61.67
	00214459	PUGET SOUND ENERGY	3600 E MERCER WAY	22.67
	00214459	PUGET SOUND ENERGY	5500 ISLAND CREST WAY	19.72
<i>Org Key: PA0100 - Open Space Management</i>				
P0114773	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN UPPER LUTH	2,082.50
P0114772	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN SE 53RD OS	1,870.00
P0114767	00214407	GARDEN CYCLES	RESTORATION WORK IN NORTH	1,452.50
	00214480	US BANK CORP PAYMENT SYS	Noxious weed treatment supplie	873.90
P0114767	00214407	GARDEN CYCLES	RESTORATION WORK IN NORTH	632.20
	00214480	US BANK CORP PAYMENT SYS	Plants for restoration	597.29
	00214480	US BANK CORP PAYMENT SYS	Noxious weed treatment supplie	582.60
P0114772	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN SE 53RD OS	575.00
P0114773	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN UPPER LUTH	525.00
	00214480	US BANK CORP PAYMENT SYS	Plants for restoration	359.00
P0114766	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN LUTHER BUR	332.50
	00214378	Amazon Capital Services Inc	Public Works	224.60
P0114766	00214379	APPLIED ECOLOGY LLC	RESTORATION WORK IN LUTHER BUR	180.00
	00214378	Amazon Capital Services Inc	Public Works	164.81
	00214378	Amazon Capital Services Inc	Public Works	151.93
	00214378	Amazon Capital Services Inc	Public Works	115.52
	00214378	Amazon Capital Services Inc	Public Works	112.30
P0116663	00214481	VERIZON WIRELESS	VERIZON PARKS	47.22
P0116665	00214481	VERIZON WIRELESS	VERIZON PARKS 092422-102322	47.22
<i>Org Key: PA0103 - Trail Renovation & Property Ma</i>				
P0116292	00214451	PLANTSCAPES INC	Parks Stair tread replacement	28,503.48
<i>Org Key: PA0109 - Aubrey Davis Park Trail Safety</i>				
P0112473	00214425	KPG	Aubrey Davis Park Trail Safety	2,767.50
<i>Org Key: PA0111 - Aubrey Davis Park Vegetation M</i>				
P0116372	00214413	HANSON TREE SERVICE LLC	AUBREY DAVIS PARK VEGETATION	28,403.38
<i>Org Key: PA0124 - Luther Burbank Boiler Bldg Roo</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0114464	00214389	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	18,304.32
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
	00214378	Amazon Capital Services Inc	Operating Supplies	224.60
	00214378	Amazon Capital Services Inc	Operating Supplies	164.81
	00214378	Amazon Capital Services Inc	Operating Supplies	151.94
	00214378	Amazon Capital Services Inc	Operating Supplies	115.51
	00214378	Amazon Capital Services Inc	Operating Supplies	112.30
<i>Org Key: PA0136 - Luther Burbank South Shoreline</i>				
P0116717	00214388	BUILDERS EXCHANGE OF WA	PUBLISH PROJECTS ONLINE	86.90
<i>Org Key: PA124A - LB Boiler Annex & Deck</i>				
P0114464	00214389	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	6,519.34
<i>Org Key: PA124B - LB Boiler Bldg City Portion</i>				
P0114464	00214389	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	250.74
<i>Org Key: PO1100 - Administration (PO)</i>				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	563.29
P0116657	00214481	VERIZON WIRELESS	VERIZON POLICE OCT 24- NOV 23	560.96
	00214480	US BANK CORP PAYMENT SYS	Patrol supplies (seasonal/kitc	110.05
	00214480	US BANK CORP PAYMENT SYS	Patrol supplies (seasonal/kitc	109.80
	00214480	US BANK CORP PAYMENT SYS	Patrol supplies (seasonal/kitc	73.57
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	57.11
	00214480	US BANK CORP PAYMENT SYS	Books for Civil Service PD pro	39.12
	00214378	Amazon Capital Services Inc	Police-P&T	32.97
	00214480	US BANK CORP PAYMENT SYS	Mourning bands for PD badges	22.00
	00214378	Amazon Capital Services Inc	Police-P&T	15.20
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	3.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	3.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	3.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	3.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	3.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	481.00
P0113450	00214404	EPSCA	13 RADIOS FOR EMERGENCY DEPT	328.25
P0116712	00214471	SKYLINE COMMUNICATIONS INC	JAN 2023 EOC INTERNET	216.55
	00214449	ORMSBY, ANNA	Car Seat Tech Cert	55.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	45.93
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	45.36
P0113450	00214404	EPSCA	ACCESS FEE REBATE EMERGENCY	-21.58
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0113450	00214404	EPSCA	60 RADIOS FOR POLICE DEPARTMEN	1,515.00
P0113450	00214404	EPSCA	ACCESS FEE REBATE POLICE	-99.60
<i>Org Key: PO1700 - Records and Property</i>				
	00214378	Amazon Capital Services Inc	Police	41.80
	00214378	Amazon Capital Services Inc	Police	26.86
	00214378	Amazon Capital Services Inc	Police	11.60

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PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: PO1800 - Contract Dispatch Police				
P0116729	00214446	NORCOM 911	2023 Quarterly Norcom Assessme	140,084.08
Org Key: PO2100 - Patrol Division				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	1,600.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	450.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	410.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	400.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	349.00
	00214378	Amazon Capital Services Inc	Police-Marine	258.20
	00214378	Amazon Capital Services Inc	Police-Marine	257.63
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	247.77
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	190.40
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	169.00
	00214378	Amazon Capital Services Inc	Police-Marine	117.70
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	52.16
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	-914.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	-2,166.76
Org Key: PO3100 - Investigation Division				
	00214378	Amazon Capital Services Inc	Police-CIS	11.00
Org Key: PO4300 - Police Training				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	1,596.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	259.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	219.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	148.61
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	139.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	126.13
Org Key: PR1100 - Administration (PR)				
	00214378	Amazon Capital Services Inc	MICEC	5,725.18
	00214378	Amazon Capital Services Inc	MICEC	640.78
	00214378	Amazon Capital Services Inc	MICEC	493.24
P0116685	00214441	MORGAN SOUND INC	MICEC Service Call 8/24 10/3	421.13
	00214378	Amazon Capital Services Inc	MICEC	418.36
P0116476	00214391	CDW GOVERNMENT INC	Adobe Creative Suite Subscript	359.69
	00214378	Amazon Capital Services Inc	MICEC	273.39
	00214378	Amazon Capital Services Inc	MICEC	100.40
	00214378	Amazon Capital Services Inc	MICEC	83.66
	00214378	Amazon Capital Services Inc	MICEC	79.24
	00214378	Amazon Capital Services Inc	MICEC	78.30
	00214378	Amazon Capital Services Inc	MICEC	76.89
	00214378	Amazon Capital Services Inc	MICEC	35.74
	00214378	Amazon Capital Services Inc	MICEC	33.02
	00214378	Amazon Capital Services Inc	MICEC	28.61
	00214378	Amazon Capital Services Inc	MICEC	19.80
	00214378	Amazon Capital Services Inc	MICEC	13.20
	00214378	Amazon Capital Services Inc	MICEC	11.54
Org Key: PR2100 - Recreation Programs				
	00214480	US BANK CORP PAYMENT SYS	Lanterns purchased for 2022/20	1,441.61

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214480	US BANK CORP PAYMENT SYS	Special Event supplies - table	315.44
	00214480	US BANK CORP PAYMENT SYS	Community Center concessions -	229.75
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	61.60
	00214480	US BANK CORP PAYMENT SYS	Illuminate MI supplies	48.07
	00214480	US BANK CORP PAYMENT SYS	Special event marketing	48.00
	00214480	US BANK CORP PAYMENT SYS	Special event marketing	32.75
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	4.39
Org Key: PR2104 - Special Events				
	00214378	Amazon Capital Services Inc	MICEC	192.68
	00214378	Amazon Capital Services Inc	MICEC	192.68
	00214378	Amazon Capital Services Inc	MICEC	135.41
Org Key: PR4100 - Community Center				
	00214459	PUGET SOUND ENERGY	8236 SE 24TH ST	5,193.36
P0111281	00214386	BRIGHT HORIZON LAWN CARE	2021-2022 MI FACILITY LANDSCAPE	1,167.06
P0115219	00214391	CDW GOVERNMENT INC	Additional AP with Licensing M	621.81
P0116765	00214394	COMCAST	MI COMMUNITY CENTER 2023	299.19
	00214378	Amazon Capital Services Inc	MICEC	101.70
	00214378	Amazon Capital Services Inc	MICEC	67.80
	00214459	PUGET SOUND ENERGY	8236 SE 24TH ST	36.10
	00214378	Amazon Capital Services Inc	MICEC	33.90
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	25.33
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	16.39
Org Key: PR5400 - Gallery Program				
	00214378	Amazon Capital Services Inc	MICEC	231.03
Org Key: ST0020 - ST Long Term Parking				
	00214459	PUGET SOUND ENERGY	7810 SE 27TH ST	384.79
Org Key: YF1100 - YFS General Services				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	4,050.00
	00214480	US BANK CORP PAYMENT SYS	Teletherapy platform subscript	991.14
	00214480	US BANK CORP PAYMENT SYS	Cell phone service	853.74
	00214480	US BANK CORP PAYMENT SYS	Holiday program gift cards	500.00
	00214480	US BANK CORP PAYMENT SYS	Holiday program gift cards	450.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	277.45
	00214480	US BANK CORP PAYMENT SYS	Holiday program gift cards	250.00
P0116683	00214398	DATAQUEST LLC	Background Checks INV 20183	102.50
	00214480	US BANK CORP PAYMENT SYS	WMHCA training	65.00
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	55.05
	00214480	US BANK CORP PAYMENT SYS	Donor appreciation	45.87
	00214378	Amazon Capital Services Inc	YFS	28.13
	00214480	US BANK CORP PAYMENT SYS	Therapist resources	5.35
Org Key: YF1200 - Thrift Shop				
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	1,803.36
	00214459	PUGET SOUND ENERGY	7710 SE 34TH ST	784.07
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	557.86
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	470.69
	00214378	Amazon Capital Services Inc	Thrift Shop	345.10

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111281	00214386	BRIGHT HORIZON LAWN CARE	2021-2022 MI FACILITY LANDSCAP	258.74
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	157.13
	00214378	Amazon Capital Services Inc	Thrift Shop	149.72
P0116683	00214398	DATAQUEST LLC	Background Checks INV 20183	106.00
	00214378	Amazon Capital Services Inc	Thrift Shop	95.19
	00214378	Amazon Capital Services Inc	Thrift Shop	79.14
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	46.95
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	41.95
P0116710	00214482	VERIZON WIRELESS	NOV24-DEC23 2022 FIN & YF	41.94
	00214378	Amazon Capital Services Inc	Thrift Shop	38.99
	00214378	Amazon Capital Services Inc	Thrift Shop	37.42
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	29.67
	00214378	Amazon Capital Services Inc	Thrift Shop	21.95
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	18.51
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	11.25
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	8.06
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	7.87
	00214480	US BANK CORP PAYMENT SYS	Operating Supplies	-7.25
Org Key: YF2600 - Family Assistance				
	00214480	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	420.40
	00214480	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	98.45
	00214480	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	54.88
	00214480	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	47.58
	00214480	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	46.18
Total				<u>2,664,739.10</u>

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214368	01/06/2023	ABBOTT, RICHARD LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	239.10
00214369	01/06/2023	ADAMS, RONALD E LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	201.40
00214370	01/06/2023	ADP, Inc. NOV22 Workforce Optimization	P0116766	621542243	12/16/2022	833.33
00214371	01/06/2023	AIRGAS USA LLC Oxygen cylinder rental	P0116707	9132957673	12/09/2022	25.94
00214372	01/06/2023	ALIENVault INC Alienvault Annual Subscription	P0116680	11-21213045	01/03/2023	7,343.67
00214373	01/06/2023	ALPINE PRODUCTS INC MISC. STREET MARKING MATERIAL	P0116645	TM-213963	12/15/2022	10,233.66
00214378	01/06/2023	Amazon Capital Services Inc Public Works - Support Service		111-2958648-6483	12/31/2022	18,637.75
00214379	01/06/2023	APPLIED ECOLOGY LLC RESTORATION WORK IN LUTHER BUR	P0114773	1375-RET	09/06/2022	5,565.00
00214380	01/06/2023	AT&T MOBILITY 2022 TELEMTRY	P0116668	287294353437-DEC	12/28/2022	818.35
00214381	01/06/2023	AUGUSTSON, THOR LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	195.50
00214382	01/06/2023	AUTONATION INC FLEET PARTS	P0116698	190005	12/29/2022	324.42
00214383	01/06/2023	AWC City Action Days Registration	P0116629	113105	01/01/2023	1,000.00
00214384	01/06/2023	BARNES, WILLIAM LEOFF1 Medicare Reimb		JAN2023A	01/01/2023	2,433.54
00214385	01/06/2023	BOOTH, GLENDON D LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	500.97
00214386	01/06/2023	BRIGHT HORIZON LAWN CARE CITY HALL, CITY SHOP, FS 91,92	P0111281	8/8 NOVEMBER	12/29/2022	3,428.07
00214387	01/06/2023	Britton-Simmons, Geary Refund Overpayment	P0116726	121422	12/14/2022	779.76
00214388	01/06/2023	BUILDERS EXCHANGE OF WA PUBLISH PROJECTS ONLINE	P0116717	1073365	12/07/2022	86.90
00214389	01/06/2023	CARDINAL ARCHITECTURE PC LUTHER BURBANK PARK BOILER BUI	P0114464	2140-7	11/30/2022	25,074.40
00214390	01/06/2023	CASCADIA CONSULTING GROUP MercerIslandCAP2022 September	P0116638	9312	11/15/2022	12,150.00
00214391	01/06/2023	CDW GOVERNMENT INC Cisco Meraki MR36 APs	P0115219	FV03867	12/23/2022	2,225.12
00214392	01/06/2023	CenturyLink SEWER TELEMTRY 120422	P0116661	620499479	12/04/2022	2,555.60
00214393	01/06/2023	CLARK'S NATIVE TREES & SHRUBS DOUGLAS FIR/CEDAR/HEMLOCK	P0116718	20444	12/12/2022	1,167.34
00214394	01/06/2023	COMCAST MI FIRE STATION 2023	P0116765	0012599-JAN22	01/01/2023	778.67
00214395	01/06/2023	COMCAST 2023 Comcast Business - Fire	P0116736	162935035	01/01/2023	3,773.22
00214396	01/06/2023	COOPER, ROBERT RETIRES MEDICARE		JAN2023A	01/01/2023	2,612.73
00214397	01/06/2023	CRYSTAL AND SIERRA SPRINGS PW WATER DELIVERY	P0116699	14555831 122422	12/24/2022	72.23

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214398	01/06/2023	DATAQUEST LLC Background Checks INV 20183	P0116683	20183	12/31/2022	385.70
00214399	01/06/2023	DEEDS, EDWARD G LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	369.16
00214400	01/06/2023	DEVENY, JAN P LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	13,421.81
00214401	01/06/2023	DMCJA DMCJA - 2023 dues	P0116509	2023 DMCJA DUES	01/01/2023	500.00
00214402	01/06/2023	DOWD, PAUL LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	270.40
00214403	01/06/2023	ELSOE, RONALD LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	695.95
00214404	01/06/2023	EPSCA 44 RADIOS FOR FIRE 2022	P0113450	10989	12/06/2022	2,783.62
00214405	01/06/2023	ESRI 1/25/23-1/24/24 ENTERPRISE	P0116723	94353281	01/01/2023	33,580.50
00214406	01/06/2023	FORSMAN, LOWELL LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	271.10
00214407	01/06/2023	GARDEN CYCLES RESTORATION WORK IN NORTH	P0114767	889-RET	11/30/2022	2,084.70
00214408	01/06/2023	GCP WW HOLDCO LLC SAFETY BOOTS & MISC. WORK CLOT	P0116646	INV2060000389	12/22/2022	774.47
00214409	01/06/2023	GOODMAN, J C LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	236.30
00214410	01/06/2023	GRAINGER FULL BRIM HARD HAT (YELLOW)	P0116695	9558889862	12/30/2022	515.08
00214411	01/06/2023	H D FOWLER INVENTORY PURCHASES	P0116671	I6292840	12/29/2022	9,176.28
00214412	01/06/2023	HAGSTROM, JAMES LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	204.50
00214413	01/06/2023	HANSON TREE SERVICE LLC AUBREY DAVIS PARK VEGETATION	P0116372	121023	12/20/2022	28,403.38
00214414	01/06/2023	HILTNER, PETER LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	619.50
00214415	01/06/2023	HOME DEPOT CREDIT SERVICE INSULATION & EXTENSION CORDS	P0116721	3100813	12/30/2022	256.77
00214416	01/06/2023	INTERCOM LANGUAGE SERVICES INC Intercom invoice #22-603	P0116700	22-603	12/31/2022	385.00
00214417	01/06/2023	International Code Council Membership - Fire Marshall	P0116701	8008998-0123	01/01/2023	145.00
00214418	01/06/2023	ISSAQUAH HONDA KUBOTA TRIMMER PARTS	P0116694	578871	10/20/2022	528.72
00214419	01/06/2023	JOHNSON, CURTIS LEOFF1 Medicare Reimb		JAN2023A	01/01/2023	1,395.82
00214420	01/06/2023	KAASM LLC WINCC OA SOFTWARE SUPPORT	P0116624	35464088	12/29/2022	18,752.80
00214421	01/06/2023	KC FINANCE King County-Cities Climate	P0116637	2145207	11/02/2022	1,200.00
00214422	01/06/2023	KCMCA 2023 Membership Dues - Larson	P0116617	2023	01/01/2023	60.00
00214423	01/06/2023	KING COUNTY TREASURY JAN-DEC 2023 MONTHLY SEWER CHA	P0116727	30036400	01/01/2023	450,907.83

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214424	01/06/2023	Kiviat, Aaron Invoice #1542 12/23/22 Profess	P0116689	1542	12/23/2022	400.00
00214425	01/06/2023	KPG Aubrey Davis Park Trail Safety	P0112473	191542	11/24/2022	2,767.50
00214426	01/06/2023	KROESENS UNIFORM COMPANY Boots	P0116745	71416	12/27/2022	2,230.72
00214427	01/06/2023	KUHN, DAVID LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	205.60
00214428	01/06/2023	LANGUAGE LINE SERVICES Language Line invoice #1070914	P0116716	10709140	12/31/2022	54.42
00214429	01/06/2023	LEOFF HEALTH & WELFARE TRUST FIRE RETIREES		012323	01/23/2023	56,393.34
00214430	01/06/2023	LEOFF HEALTH & WELFARE TRUST POLICE RETIREES		JAN-23	01/01/2023	60,322.57
00214431	01/06/2023	LN CURTIS & SONS Bunker Gear Supplies -	P0116692	PINV775576	12/28/2022	5,798.93
00214432	01/06/2023	LOISEAU, LERI M LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	192.80
00214433	01/06/2023	LTI INC DEICER SALT	P0116667	4128875	12/29/2022	5,899.70
00214434	01/06/2023	LYONS, STEVEN LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	485.41
00214435	01/06/2023	MARTEN LAW Invoice #44094110 Professional	P0116688	44094110	12/15/2022	380.00
00214436	01/06/2023	McNaul Ebel Nawrot Invoice #106828 Professional	P0116696	106828	12/27/2022	133,897.44
00214437	01/06/2023	METROPRESORT 4TH QTR 2022 B&O PRINTING & MA	P0116612	IN650116	12/21/2022	11,785.45
00214438	01/06/2023	MI SCHOOL DISTRICT #400 Remit 2022 Bus Paddle Revenues	P0116767	2022 BUS PADDLE	12/31/2022	16,185.00
00214439	01/06/2023	MI UTILITY BILLS DEC 2022 PMT OF UTILITY BILLS	P0116708	123122	12/31/2022	6,557.76
00214440	01/06/2023	MOBERLY AND ROBERTS Invoice #1076 Professional	P0116697	1076	12/01/2022	7,308.32
00214441	01/06/2023	MORGAN SOUND INC Additional MIC wind screens	P0116685	MIS111357	12/02/2022	18,927.03
00214442	01/06/2023	MYERS, JAMES S LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	608.68
00214443	01/06/2023	NARWHAL MET LLC MONTHLY WEATHER SERVICES JANUA	P0116719	2022-21615	01/01/2023	525.00
00214444	01/06/2023	National Hose Testing Spec Inc Hose and ladder testing	P0116746	22-10859	12/30/2022	5,913.45
00214445	01/06/2023	NELSON PETROLEUM 2022 DIESEL DELIVERY	P0116644	0819202-IN	12/22/2022	3,007.62
00214446	01/06/2023	NORCOM 911 2023 Quarterly Norcom Assessme	P0116729	0001367	01/01/2023	186,609.06
00214447	01/06/2023	OCCUPATIONAL HEALTH CTRS OF WA DOT Re-certification charges	P0116675	77634897	12/14/2022	232.00
00214448	01/06/2023	OLYMPIC ENVIRONMENTAL RES #2022OER5 for Mercer Island 20	P0116639	2022OER5	11/03/2022	13,162.33
00214449	01/06/2023	ORMSBY, ANNA Car Seat Tech Cert		121922	12/19/2022	55.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214450	01/06/2023	PITNEY BOWES INC RED INK FOR POSTAGE MACHINE	P0116673	1022190238	12/20/2022	191.89
00214451	01/06/2023	PLANTSCAPES INC Parks Stair tread replacement	P0116292	57180E	12/29/2022	28,503.48
00214452	01/06/2023	POT O' GOLD INC COFFEE STATION	P0116672	0441492	12/02/2022	75.00
00214453	01/06/2023	PREMIER CABLING LLC 10 additional Network drops	P0116474	1946	12/30/2022	6,220.65
00214454	01/06/2023	PUBLIC SAFETY TESTING INC Q4 Recruiting Assist/Fire	P0116693	PSTI22-393	12/30/2022	1,842.47
00214459	01/06/2023	PUGET SOUND ENERGY 78TH AVE/ SE 24 ST		9297-DEC22	12/01/2022	43,648.46
00214460	01/06/2023	RAMSAY, JON LEOFF1 Medicare Reimb		JAN2023A	01/01/2023	721.63
00214461	01/06/2023	RELX INC DBA LEXISNEXIS Invoice #3094230519 Legal	P0116687	3094230519	12/31/2022	363.33
00214462	01/06/2023	Ringsquared Telecom LLC LONG DISTANCE CALLING 120322	P0116738	IN63285	12/03/2022	90.91
00214463	01/06/2023	RUCKER, MANORD J LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	330.94
00214464	01/06/2023	RUDYS PLUMBING PLUMBING REPLACEMENT PW	P0115832	65693-RE	09/01/2022	1,105.40
00214465	01/06/2023	SCA 2023 SCA Membership Dues	P0116682	4004	01/01/2023	18,578.56
00214466	01/06/2023	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		JAN2023A	01/01/2023	1,266.42
00214467	01/06/2023	SEA WESTERN INC Bunker Gear Supplies/Jones/McC	P0116690	INV20531	12/28/2022	3,879.65
00214468	01/06/2023	SECURITY CONTRACTOR SVCS INC. RENTAL PERIOD 10/9/22-11/9/22	P0116635	0305644-IN	12/09/2022	1,431.30
00214469	01/06/2023	SHIN, SUSAN Refund Overpayment	P0116681	111622	11/16/2022	175.70
00214470	01/06/2023	SISTER CITIES INTERNATIONAL 2023 Membership Dues	P0116684	3483410	01/01/2023	610.00
00214471	01/06/2023	SKYLINE COMMUNICATIONS INC JAN 2023 EOC INTERNET	P0116712	INV47028	01/01/2023	216.55
00214472	01/06/2023	SMITH, RICHARD LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	249.60
00214473	01/06/2023	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P0116715	246159/3	12/27/2022	487.32
00214474	01/06/2023	STATE AUDITOR'S OFFICE 2021 Annual Audit Costs	P0116730	L151457	12/12/2022	13,166.01
00214475	01/06/2023	SUPERION LLC 1ST QTR 2/1/23-4/30/23 ONE SOL	P0116724	366093	01/01/2023	13,595.65
00214476	01/06/2023	T-MOBILE TEST MODEM	P0116753	984234766-DEC22	12/15/2022	31.15
00214477	01/06/2023	TEACHMEGIS GEOCORTEX & VERTIGIS TRAINING	P0116621	9715	01/01/2023	4,800.00
00214478	01/06/2023	Tech Heads Inc. T20 Firewall for Reservoir	P0116623	E3768	12/30/2022	557.49
00214479	01/06/2023	THOMPSON, JAMES LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	245.90

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214480	01/06/2023	US BANK CORP PAYMENT SYS Operating Supplies		5539DEC22	12/06/2022	32,552.61
00214481	01/06/2023	VERIZON WIRELESS VERIZON NOV 24 TO DEC 23	P0116657	9921262542	11/23/2022	4,804.88
00214482	01/06/2023	VERIZON WIRELESS NOV24-DEC23 2022 FIN & YF	P0116710	9923647630	12/23/2022	615.42
00214483	01/06/2023	WA ST TREASURER'S OFFICE Remit DEC22 MI Court Transmitt	P0116769	DEC-22B	12/31/2022	11,398.23
00214484	01/06/2023	WALLACE, THOMAS LEOFF1 Retiree Medical Expense		JAN2023B	01/01/2023	6,183.10
00214485	01/06/2023	WAPRO Invoice #6183 - Membership Due	P0116619	6688	01/01/2023	50.00
00214486	01/06/2023	WAVE ELECTRICAL LLC HOMESTEAD PARK OUTSIDE RECPTAC	P0116634	22125	12/18/2022	4,401.80
00214487	01/06/2023	WCIA 2023 Liability Insurance	P0116725	15721	01/01/2023	1,250,329.00
00214488	01/06/2023	WCMA Spietz Membership Dues 2023	P0116713	23-92752	01/04/2023	315.00
00214489	01/06/2023	WEGNER, KEN LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	170.10
00214490	01/06/2023	WHEELER, DENNIS LEOFF1 Medicare Reimb		JAN2023B	01/01/2023	164.90
00214491	01/06/2023	WORKWEAR PLACE, THE MISC. WORK CLOTHES	P0116613	2192	12/21/2022	361.63
00214492	01/06/2023	WSDOT IC SE 28TH & 80TH AVE SE SIGNA	P0116720	RE41GMB1110R026	12/13/2022	120.78
					Total	<u>2,664,739.10</u>

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

<u>Report</u>	<u>Date</u>	<u>Amount</u>
EFT Payments	November 2022	\$3,989,491.81

Accounts Payable EFT Report

Date	Description		Dollar Amount
11/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	0.95
11/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	9.50
11/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	54.15
11/1/2022 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 000000000259217	Merchant Fee - MBP.com	1,851.22
11/1/2022 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 8037460410	Merchant Fee - Boat Launch	202.43
11/2/2022 Preauthorized ACH Debit	DIRECT DEPOSIT BANKCARD 948908660000035	Merchant Fee - Utility Billing	10,846.44
11/2/2022 Outgoing Money Transfer	DIRECT WITHDRAWAL ADP WAGE PAY WAGE PAY	Net Payroll	630,819.41
11/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL AFLAC INSURANCE	Employee Withholding - Payroll	477.02
11/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL LABOR&INDUSTRIESL&I ELF	Payroll Tax	184,788.24
11/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Merchant Fee -	1,445.93
11/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA MONTH END	Merchant Fee - Utility Billing	10.00
11/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOR UCPWA UCP PMT	Remit Unclaimed Property	2,506.22
11/2/2022 Preauthorized ACH Debit	MERCHANT SERVICEMERCH FEES930553411164783	Merchant Fee - Thrift Shop	6,320.50
11/3/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Payroll Taxes \$ 160,077.94 \$ 56,320.10	216,398.04
11/3/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE	Merchant Fee -	429.67
11/3/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll	132.97
11/3/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing	15.00
11/3/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	10.45
11/4/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	8.55

Accounts Payable EFT Report

Date	Description	Dollar Amount
11/4/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE Employee Withholding - Payroll	190.50
11/4/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE Employee Withholding - Payroll	2,018.20
11/4/2022 Outgoing Money Transfer	FF Dues Employee Withholding - Payroll	2,249.79
11/4/2022 Outgoing Money Transfer	Mission Square ICMA Employee Withholding - Payroll	29,921.80
11/4/2022 Outgoing Money Transfer	VEBA Contributions Employee Benefits <i>Employee (payroll withholding)</i> \$ 5,996.74 <i>Employer Portion</i> \$ 103,761.49	109,758.23
11/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340 Merchant Fee -	200.00
11/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	1,125.00
11/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	7,111.09
11/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	59.85
11/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement <i>Employee (payroll withholding)</i> \$ 65,711.05 <i>Employer Portion</i> \$ 75,559.88	141,270.93
11/7/2022 Preauthorized ACH Debit	MERCHANT SERVICECR CD DEP 930553411164783 Merchant Fee - Thrift Shop	22.02
11/7/2022 Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483290884 Merchant Fee - Recreation	128.84
11/7/2022 Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483291882 Merchant Fee - Recreation	449.70
11/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL INVOICE CLOUD INVOICE CL Merchant Fee -	108.25
11/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	145.25
11/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	6.65
11/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	12.35
11/9/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90

Accounts Payable EFT Report

Date	Description		Dollar Amount
11/9/2022 Preauthorized ACH Debit	WASHINGTON-DSHS WA53000000	Employee Withholding - Payroll	706.03
11/9/2022 Outgoing Money Transfer	Kroger	Food Bank	9,600.00
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll	1,125.00
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll	7,144.69
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll	685.75
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	49.40
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Background	15.00
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Background	15.00
11/10/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Background	15.00
11/14/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Merchant Fee -	200.00
11/14/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	5.70
11/14/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL Vimly Benefit SoAWC	Employee Benefits	200,927.12
	<i>Employee (payroll withholding)</i>	\$ 28,337.80	
	<i>Employer Portion</i>	\$ 172,589.32	
11/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing	15.00
11/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	0.95
11/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	2.85
11/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	12.35
11/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	41.80
11/15/2022 Outgoing Money Transfer	US BANK Debt Safekeeping	Debt Payment	877,190.00
11/16/2022 Outgoing Money Transfer	DIRECT WITHDRAWAL ADP WAGE PAY WAGE PAY	Net Payroll	620,370.15

Accounts Payable EFT Report

Date	Description	Dollar Amount
11/16/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	3.80
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax Payroll Taxes	208,767.85
	Employee (payroll withholding) \$ 154,873.06	
	Employer Portion \$ 53,894.79	
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Payroll Net WAGE PAY WAGE PAY Adjustment	293.48
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL CAYAN HOLDINGS LPAYMENT Merchant Fee -	101.68
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA Employee Withholding BENEFIT SOFLEXIBLE B - Payroll	102.88
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA Employee Withholding BENEFIT SOFLEXIBLE B - Payroll	2,029.76
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility REJECT FEE Billing	15.00
11/17/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	3.80
11/17/2022 Outgoing Money Transfer	Kroger Food Bank	9,600.00
11/18/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES ADP Fees	1,928.35
11/18/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES ADP Fees	3,715.67
11/18/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	15.20
11/18/2022 Outgoing Money Transfer	FF Dues Employee Withholding - Payroll	2,249.79
11/18/2022 Outgoing Money Transfer	Mission Square ICMA Employee Withholding - Payroll	31,459.73
11/18/2022 Outgoing Money Transfer	VEBA Contributions Employee Withholding - Payroll	5,997.74
11/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	1,125.00
11/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	6,702.74
11/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	57.00
11/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	0.95

Accounts Payable EFT Report

Date	Description		Dollar Amount
11/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	5.70
11/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	10.45
11/22/2022 Preauthorized ACH Debit	WASHINGTON-DSHS	Employee Withholding	
	WA53000000	- Payroll	706.03
11/23/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL Cayan		
	LLC EDI PYMNTS	Merchant Fee -	6.15
11/23/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	2.85
11/25/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA	Employee Withholding	
	BENEFIT SOFLEXIBLE B	- Payroll	2,718.06
11/25/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	8.55
11/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	REJECT FEE	Billing	15.00
11/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	4.75
11/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	7.60
11/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	REJECT FEE	Billing	15.00
11/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	0.95
11/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	1.90
11/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	2.85
11/30/2022 Outgoing Money Transfer	DIRECT WITHDRAWAL ADP		
	WAGE PAY WAGE PAY	Net Payroll	642,569.82
11/30/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	REJECT FEE	Billing	15.00
11/30/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA	Merchant Fee - Utility	
	TRX FEES	Billing	1.90
Total			\$ 3,989,491.81

CERTIFICATION OF CLAIMS

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

Mayor

Date

<u>Report</u>	<u>Date</u>	<u>Amount</u>
EFT Payments	December 2022	\$2,718,624.75

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
12/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Payroll Tax \$ 155,239.31 \$ 53,250.32 208,489.63
12/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 40.09
12/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing 15.00
12/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 51.30
12/1/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT REVENUE TAX PYMT <i>Water Fund</i> <i>Sewer Fund</i> <i>Stormwater Fund</i> <i>Thrift Shop</i> <i>General - Other</i>	Remit Excise Tax \$ 54,609.45 \$ 15,850.88 \$ 2,845.51 \$ 12,292.00 \$ 1,477.12 87,074.96
12/1/2022 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 00000000259217	Merchant Fee - MBP.com 1,595.78
12/1/2022 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 8037460410	Merchant Fee - Boat Launch 112.38
12/1/2022 Outgoing Money Transfer	KROGER	Food Pantry 9,600.00
12/2/2022 Preauthorized ACH Debit	DIRECT DEPOSIT BANKCARD 948908660000035	Merchant Fee - Thrift Shop 10,434.57
12/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Refund - Recreation 1,582.42
12/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA MONTH END	Merchant Fee - Utility Billing 10.00
12/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 5.70
12/2/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Drivers Abstract 15.00
12/2/2022 Preauthorized ACH Debit	MERCHANT SERVICEMERCH FEES930553411164783	Merchant Fee - Thrift Shop 6,857.85
12/2/2022 Outgoing Money Transfer	FF Dues	Employee Withholding - Payroll 2,249.79
12/2/2022 Outgoing Money Transfer	Mission Square ICMA	Employee Withholding - Payroll 30,998.71
12/2/2022 Outgoing Money Transfer	VEBA Contributions	Employee Withholding - Payroll 5,967.30

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL AFLAC INSURANCE Employee Withholding - Payroll	477.02
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE Merchant Fee - City Hall	449.26
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund - Recreation	175.00
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	1,125.00
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	5,839.75
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE Merchant Fee - Utility Billing	15.00
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	11.40
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE Employee Withholding - Payroll	190.50
12/5/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE Employee Withholding - Payroll	1,932.40
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL INVOICE CLOUD INVOICE CL Merchant Fee - Utility Billing	108.25
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund - Recreation	75.00
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	2.85
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	8.55
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	9.50
12/6/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WASHINGTON-DSHS WA Employee Withholding - Payroll	706.03
12/6/2022 Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483290884 Merchant Fee - Recreation	128.84
12/6/2022 Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483291882 Merchant Fee - Recreation	380.31
12/7/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	67.45
12/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	145.25
12/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	1,221.17

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
12/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 8.55
12/8/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Remit Retirement 139,524.27 \$ 64,769.59 \$ 74,754.68
12/9/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 12.35
12/9/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Remit Retirement 139,939.19 \$ 65,204.16 \$ 74,735.03
12/12/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Refund - Recreation 65.00
12/12/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 71.25
12/12/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL Vimly Benefit SoAWC <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Employee Benefits 200,709.93 \$ 28,426.45 \$ 172,283.48
12/13/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 2.85
12/13/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 4.75
12/13/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 9.50
12/14/2022 Outgoing Money Transfer	DIRECT WITHDRAWAL ADP PAYROLL	Net Payroll 637,300.35
12/14/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing 15.00
12/14/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 2.85
12/14/2022 Outgoing Money Transfer	KROGER	Food Pantry 9,600.00
12/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Payroll Tax 208,821.39 \$ 156,884.73 \$ 51,936.66
12/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 317.64
12/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 73.15

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
12/15/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER Drivers Abstract	15.00
12/16/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	10.45
12/19/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	905.00
12/19/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	5,667.40
12/19/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE Merchant Fee - Utility Billing	15.00
12/19/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	13.30
12/19/2022 Preauthorized ACH Debit	MERCHANT SERVICECD ADJ 930553411164783 Merchant Fee - Thrift Shop	22.02
12/19/2022 Outgoing Money Transfer	FF Dues Employee Withholding - Payroll	2,249.79
12/19/2022 Outgoing Money Transfer	Mission Square ICMA Resubmit-Original Refunded	30,998.71
12/19/2022 Outgoing Money Transfer	Mission Square ICMA Resubmit-Original Refunded	31,459.73
12/19/2022 Outgoing Money Transfer	Mission Square ICMA Employee Withholding - Payroll	34,734.33
12/19/2022 Outgoing Money Transfer	VEBA Contributions Employee Withholding - Payroll	5,996.74
12/20/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL CAYAN HOLDINGS LPAYMENT Merchant Fee - Thrift Shop	101.68
12/20/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	2,127.39
12/20/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90
12/20/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	3.80
12/20/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	7.60
12/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90
12/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER Drivers Abstract	15.00
12/21/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WASHINGTON-DSHS WA5 Employee Withholding - Payroll	706.03

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
12/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL Cayan LLC EDI PYMNTS	Merchant Fee - Thrift Shop 6.20
12/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 1,305.12
12/22/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 71.25
12/23/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES	ADP Fee 2,874.52
12/23/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES	ADP Fee 3,121.28
12/23/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 14.25
12/27/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing 15.00
12/27/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 8.55
12/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
12/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 1.90
12/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 6.65
12/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 6.65
12/28/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Drivers Abstract 15.00
12/29/2022 Outgoing Money Transfer	DIRECT WITHDRAWAL ADP PAYROLL	Net Payroll 663,564.82
12/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax	Payroll Tax 215,219.12
	Employee (payroll withholding)	\$ 162,913.56
	Employer Portion	\$ 52,305.56
12/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 2,670.14
12/29/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 1.90
12/30/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 6.65
12/30/2022 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Drivers Abstract 15.00
Total		\$ 2,718,624.75



CITY COUNCIL MINUTES SPECIAL HYBRID MEETING JANUARY 3, 2023

Item 3.

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the special meeting to order at 5:00 pm from a remote location via Zoom.

Deputy Mayor David Rosenbaum and Councilmembers Jake Jacobson, and Ted Weinberg, and Wendy Weiker participated in person in Council Chambers.

Mayor Salim Nice and Councilmembers Lisa Anderl and Craig Reynolds joined via Zoom.

PLEDGE OF ALLEGIANCE

The City Council delivered the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Reynolds; seconded by Weinberg to:

Approve the agenda.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

STUDY SESSION

AB 6199: Roadway Pavement Condition Rating Update

Chief of Operations Jason Kintner introduced the roadway pavement conditions rating update and introduced the staff team. GIS Coordinator Leah Llamas presented the project team from Public Works, GIS, and IMS Infrastructure Management Services, who conducted the data collection in August 2022. She spoke about the composition of the different pavement types by area within the network of streets, with 99% of the network being asphalt, spoke about how pavement management is the process of planning the maintenance and repair of a roadway network to optimize pavement conditions of the overall network, discussed the lifecycle of pavement, and the target zone for maintenance and repairs.

Street Engineer Ian Powell presented the Pavement Condition Index (PCI), spoke about how ratings are made using the PCI, and presented different types of common pavement distresses. GIS Analyst II Matt Ringel presented how the data was collected using imaging and lasers and how the PCI is measured and calculated from the data that is collected. He explained the PCI scores and what levels of distress can be seen at each rating level. He spoke about how PCI score relates to the pavement lifecycle and discussed the results and trends of the PCI.

Capital Division Manager Clint Morris presented the pavement preservation plan of applying the proper repairs at the proper times, coordinating road work with other planned improvements, and adjusting paving or rehabilitation so that it occurs after major utility work. He discussed different types of pavement preservation that is done on the Island including chip sealing, hot mix asphalt overlay, and complete reconstruction. He spoke about the pavement lifecycle, how pavement preservation affects the lifecycle, and where on the PCI the City aims to complete maintenance and repair work on the streets, focusing on the streets with ratings of fair to poor.

Council discussed the presentation and asked questions of staff.

CITY MANAGER REPORT

City Manager Bon reported on the following items:

- City Manager Bon thanked the Public Works teams for all their work during the winter storms in December
- **Council, Boards & Commission Meetings Update:** Next City Council hybrid meeting on January 17, and Parks & Recreation Commission hybrid meeting on January 5.
- **City Services Updates:** Christmas Tree recycling, South Mercer Playfield project update, A/V upgrades to the Municipal Court, Transforming the Community Center, 1 January 16 City facilities are closed in observance of MLK day, MISD Planning Committee recruitment open now.
- **Upcoming Events:** Second Community Meeting on proposed Bike Skills Area on January 24, MLK Day volunteering event at Luther Burbank Park.
- **News:** MIFD got new AED Defibrillators, MIHS Broadcasting students making the Island Proud with 48 nominations for the Intercollegiate Broadcasting System's annual Golden Microphone Awards.

APPEARANCES

Alex Tsimmerman, Mercer Island, spoke to the Council about public comment opportunities and fascism.

CONSENT AGENDA

AB 6201: December 2, 2022 Payroll Certification

Recommended Action: Approve the December 2, 2022 Payroll Certification (Exhibit 1) in the amount of \$929,770.63 and authorize the Mayor to sign the certification on behalf of the entire City Council.

AB 6202: December 16, 2022 Payroll Certification

Recommended Action: Approve the December 16, 2022 Payroll Certification (Exhibit 1) in the amount of \$939,712.21 and authorize the Mayor to sign the certification on behalf of the entire City Council.

Certification of Claims:

- A. Check Register | 213987-214070 | 12/2/2022 | \$382,315.66
- B. Check Register | 214071-214147 | 12/9/2022 | \$472,379.96
- C. Check Register | 214148-214218 | 12/16/2022 | \$254,348.27
- D. Check Register | 214219-214284 | 12/22/2022 | \$1,036,248.74

Recommended Action: Certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.

City Council Meeting Minutes of December 6, 2022 Regular Hybrid Meeting

Recommended Action: Approve the minutes of the December 6, 2022 Regular Hybrid Meeting.

AB 6190: SCADA Sewer Equipment Replacement Project Bid Award

Recommended Action:

1. Award the Sewer SCADA equipment replacement project to Valley Electrical Co. of Mt. Vernon in the amount of \$2,446,883 and authorize the City Manager to execute a contract with Valley Electric Co. of Mt. Vernon for the construction of the Sewer SCADA Equipment Replacement project.
2. Authorize \$1,533,625 appropriation from the Sewer Fund balance for the additional cost above the 2023-2024 budget of \$2,000,000.

AB 6203: Sewer Main Easement Replacement (3 Eden Lane)

Recommended Action: Authorize the City Manager to terminate the sewer easement (recording number 5804682) through a partial easement extinguishment as depicted in Exhibit 3 in exchange for a new 20-foot-wide realigned sewer easement, both to be approved by the City Attorney substantially in the form of

Exhibits 2 and 3.

It was moved by Jacobson; seconded by Weiker to:

Approve the Consent Agenda and the recommended actions contained therein.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

REGULAR BUSINESS

AB 6204: Acceptance of Raven by Ron Reeder (Public Art Donation by MIVAL)

CIP Project Manager Sarah Bluvas presented a Public Art overview and provided an update on the Public Art Donation policy that the Parks & Recreation Commission is in the process of updating. She presented the donation of *Raven*, a palladium print by Ron Reeder a long time Island resident, scientist, and artist, that was presented to the City by MIVAL in 2019. The Arts Council approved acceptance of the piece in 2021, and it is currently installed in the Municipal Court. She spoke about the longstanding partnership that the City has with Mercer Island Visual Arts League (MIVAL) and how critical their partnership was with the Recreation Division during the pandemic to be able to host community events and activities including, Island Lanterns in 2021 as a part of Illuminate MI, free art making activities at Summer Celebration, the return of the art gallery at the MICEC, and a new art exhibit installation at the Municipal Court.

Council discussed the presentation, asked questions, and thanked MIVAL for their partnership.

It was moved by Weinberg; seconded by Jacobson to:

Accept the donation of *Raven* by Ron Reeder into the City's public art collection.

PASSED: 6-0

FOR: 6 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, and Weinberg)

ABSENT: 1 (Weiker)

AB 6207: 2023 City Council Liaison Assignments

Mayor Nice presented the 2023 City Council Liaison assignments. Due to a scheduling conflict Councilmember Weinberg requested to swap Deputy Mayor Rosenbaum so that Councilmember Weinberg will serve on the MISD Superintendent's Community Advisory Council and Deputy Mayor Rosenbaum will serve on the Mercer Island PTA Advocacy Committee.

AB 6206: City Council Meeting Start Time Amendment (Ord. No. 23C-01)

City Clerk Andrea Larson presented the proposed Ordinance No. 23C-01 to permanently establish the City Council meeting start time to 5:00 pm. Council discussed the proposed amendment.

It was moved by Weinberg; seconded by Rosenbaum to:

Adopt Ordinance No. 23C-01 amending MICC 2.06.010 to establish the start time of Regular Meetings of the City Council at 5:00 pm.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Weinberg; seconded by Rosenbaum to:

Amend the previous motion as follows:

Adopt Ordinance No. 23C-01 amending MICC 2.06.010 to establish the start time of Regular Meetings of the City Council at 5:30 pm.

FAILED: 2-5

FOR: 2 (Reynolds and Weinberg)

AGAINST: 5 (Anderl, Jacobson, Nice, Rosembaum, Weiker)

AB 6205: Review City Council Rules of Procedure

Chief of Administration Ali Spietz presented the background on the City Council Rules of Procedure and how tonight's amendments were compiled. Mayor Nice lead Council through a discussion of the proposed

amendments.

It was moved by Weinberg; seconded by Reynolds to:

Delete the extra period at the end of Section 1.5.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Weinberg to:

Amend section 2.2 to codify ranked choice voting.

FAILED: 3-4

FOR: 3 (Reynolds, Rosenbaum, and Weinberg)

AGAINST: 4 (Anderl, Jacobson, Nice, and Weiker)

It was moved by Reynolds; seconded by Weinberg to:

Amend Section 2.3 to add “With direction from a majority of the Council” to the beginning of “The Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules.”

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Weinberg; seconded by Reynolds to:

Remove “or consensus” from Section 3.1.C.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Weinberg to:

Amend Section 3.2.A to change the start time of Regular Meetings to 5:00 pm.

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Weinberg to:

Remove “celebrity” from Section 3.3.F.2.

FAILED: 1-6

FOR: 1 (Reynolds)

AGAINST: 6 (Anderl, Jacobson, Nice, Rosenbaum, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Weinberg to:

Move item 3.3.G to the top of the agenda after agenda approval

Main motion was withdrawn.

It was moved by Weinberg; seconded by Reynolds to:

Amend to move Appearances ahead of Special Business but keep after the City Manager Report.

FAILED: 3-4

FOR: 3 (Reynolds, Weiker, and Weinberg)

AGAINST: 4 (Anderl, Jacobson, Nice, and Rosenbaum)

It was moved by Anderl; seconded by Rosenbaum to:

Add time limits to each item, except appearances, to Council meeting agendas, with the caveat that “all times are approximate

FAILED: 3-4

FOR: 3 (Anderl, Nice, and Rosenbaum)

AGAINST: 4 (Jacobson, Reynolds, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Jacobson to:

Amend the last sentence of Section 5.1 to read “The City Clerk or City Attorney shall answer questions of a parliamentary nature that may arise during a City Council meeting. The City Attorney shall decide all questions of interpretations of these Rules.”

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

It was moved by Reynolds; seconded by Jacobson to:

Amend Section 8.12.E.1 to add to the end "If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be voted on first."

PASSED: 7-0

FOR: 7 (Anderl, Jacobson, Nice, Reynolds, Rosenbaum, Weiker, and Weinberg)

OTHER BUSINESS

Planning Schedule

City Manager Jessi Bon spoke about the January 17 City Council meeting, and updated that staff are working on populating the Planning Schedule for 2023

Councilmember Absences and Reports

Councilmember Anderl noted that Utility Board met on December 13 and received an update from Recology. Mayor Nice thanked Council and staff for all of their work over the past year.

Councilmember Weiker thanked PW crew for work during snow and ice event in December.

EXECUTIVE SESSION

At 7:18 pm, Mayor Nice convened an Executive Session in the Farside Room at City Hall, 9611 SE 36th Street, Mercer Island, WA and via Microsoft Teams. The Executive Session was to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(I) and for planning or adopting the strategy or position to be taken by the City Council during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress pursuant to RCW 42.30.140(4)(b).

Deputy Mayor David Rosenbaum and Councilmembers Lisa Anderl, Jake Jacobson, and Ted Weinberg participated in person in the Farside Room at City Hall.

Mayor Salim Nice, Councilmembers Craig Reynolds and Wendy Weiker joined via Microsoft Teams.

Mayor Nice adjourned the Executive Session at 8:42 pm.

ADJOURNMENT

The special Council Meeting adjourned at 8:42 pm.

Salim Nice, Mayor

Attest:

Andrea Larson, City Clerk



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6209
January 17, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6209: Luther Burbank South Shoreline Restoration Project Bid Award	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Award the Luther Burbank South Shoreline Restoration project to Specialty Equipment LLC dba Neptune General Contractors.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Clint Morris, Capital Division Manager Paul West, CIP Project Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map
CITY COUNCIL PRIORITY:	2. Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow.

AMOUNT OF EXPENDITURE	\$ 574,267
AMOUNT BUDGETED	\$ 575,000
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to award a public works contract for the construction of the Luther Burbank Park South Shoreline Restoration project.

- This project will restore over 700 feet of shoreline between the docks and the swim beach and will also relocate an eroding shoreline trail away from the undercut bank to higher ground where it will be constructed to accessible grades.
- This public works contract will be supplemented with habitat restoration work by volunteers and conservation corps crews.
- This work is included in the 2023-2024 capital budget and is funded by three grants and King County Parks Levy funds.
- Estimated project expenditures are within the current available budget and no appropriation is needed.
- Construction will begin in April 2023.

BACKGROUND

The purpose of the project is to improve aquatic habitat and address ongoing erosion along the Luther Burbank Park south shoreline between the docks and the swim beach (Exhibit 1). Improvements include placing fish habitat gravel and intermittent large woody debris along the shoreline, relocation of an existing trail, invasive plant removal, and shoreline buffer riparian planting.

In 1916, Lake Washington was lowered by 9 feet with the opening of the Lake Washington Ship Canal. This exposed what had been lake bottom as the new shoreline. Much of the Lake Washington shoreline was hardscaped in the following decades to inhibit erosion, but some shoreline properties including Luther Burbank Park remained natural. Along the park's shoreline, a vertical bank formed at the ordinary high-water level as a result of coastal erosion. This unstable bank has been eroding unchecked for the past one hundred years. The bank becomes undercut by wave action and collapses into the lake periodically, burying migratory salmon habitat. A long-standing informal trail along the shoreline further contributes to instability and shoreline erosion.

PROJECT DESCRIPTION

The Luther Burbank South Shoreline Restoration Project consists of installing spawning gravels and anchoring large woody debris along 785 feet of shoreline between the docks and the swim beach. The project will relocate the shoreline trail upslope with grades and surfacing that meet accessibility standards for outdoor recreation. The shoreline will be improved by decommissioning the existing trail, removing invasive plants, and planting native shoreline species consistent with the City's open space management objectives. The project will provide shoreline access at two locations. It will also install minor improvements such as benches and fencing where needed to improve user experience and meet grant requirements.

The project will utilize a public works contractor for the earthwork, in-water, and heavy equipment scope. Conservation corps and volunteer crews will be used for the habitat restoration scope, which includes invasive removal, planting, and maintenance. The City is currently working with environmental consultant Anchor QEA to manage construction of the project.

ISSUE/DISCUSSION

PROJECT DEVELOPMENT

Design of this project began in 2013. Initially, the design emulated the 2008 shoreline enhancement work completed between the docks and the off-leash area, but that design proved to be costly and did not compete well for grant funding. The project was then simplified and split into two scopes of work: one that could be completed by volunteers, conservation corps, and in-house staff, and one that would require earthwork and heavy equipment provided by a general contractor. This split approach made the project attractive for grants, resulting in \$240,000 in grant funding. Permitting began in 2020 and was completed in 2022. US Army Corps and Washington State Fish and Wildlife permits restrict in-water work to a timeframe between July 16 and September 30.

BID RESULTS

Five construction bids were received and opened on December 7, 2022. The lowest bid was received from Specialty Equipment LLC dba Neptune General Contractors in the amount of \$376,639.99, approximately 13% above the engineer's construction cost estimate. The following table shows the bid results.

COMPANY NAME	Bid amount + 10.1% sales tax
Specialty Equipment LLC dba Neptune General Contractors	\$376,639.99
East Slope Earthworks LLC	\$425,492.49
Nordvind Company	\$485,983.83
OMA Construction, Inc.	\$587,035.58
Talakai Construction LLC	\$699,438.88
Engineers Estimate	\$333,500.00

The apparent low bidder, Specialty Equipment LLC dba Neptune General Contractors from Anacortes, Washington, has completed numerous in-water projects for public agencies across the Pacific Northwest, including a \$497,000 shellfish hatchery project for the Lummi Nation in 2022 and a \$282,000 bridge replacement for the City of Bellingham, also in 2022. In addition, they completed a \$233,000 retaining wall project on East Mercer Way for the City of Mercer Island in the summer of 2021. Review of the Labor and Industries website confirms Specialty Equipment LLC is a contractor in good standing with no license violations, outstanding lawsuits, or Labor and Industries tax debt.

Based on the review of the Specialty Equipment LLC's bid submittal and reference checks, staff has determined that Specialty Equipment LLC is the lowest responsive bidder for this project. Staff recommends awarding the project to Specialty Equipment LLC.

PROJECT BUDGET

Adding amounts for design, construction contingency, construction support services and inspection, and other project costs brings the total estimated cost of the project to \$574,267. Historically, staff applies a 15% construction contingency to aquatic construction due to the environmental sensitivity of the work. Project costs are summarized in the following table and no appropriation is needed.

LUTHER BURBANK SOUTH SHORELINE RESTORATION PROJECT BUDGET	
Construction Contract	\$376,640
Construction Contingency @ 15%	\$56,496
Construction Support Services	\$31,000
Project Management @ 7%	\$26,365
Conservation Corps	\$30,000
Volunteer Management	\$25,000
1% for the Arts	\$3,776
Plants and Materials	\$25,000
Total Project Cost	\$574,267
Approved Budget (2023-2024)	\$575,000
Budget Remaining	\$733

REVENUE FUNDING

The project utilizes grant funding (\$169,000 in total) from the following programs:

- King Conservation District Member Jurisdiction Program
- King County Flood Control District Cooperative Watershed Management Program (WRIA 8)
- King County Wastewater Treatment Waterworks Program

The remaining funding for this project will use King County Parks Levy funds (\$406,000) per the 2023-2024 adopted budget.

NEXT STEPS

Staff recommends authorizing the City Manager to execute a contract with Specialty Equipment LLC for the construction of the Luther Burbank South Shoreline Restoration Project.

The City and contractors continue to experience supply chain issues in the form of long lead times on critical items. This has been considered during the development and advertisement of this project. Staff will work closely with the contractor to manage the project timeline and work schedule.

A limited Notice to Proceed will be given to Specialty Equipment LLC after award of the project, to get the long lead time items into material sourcing. The spawning gravel and tree debris specified on this project are not standard materials and have to be sourced in advance of construction. Notice to Proceed with construction will occur around April 1, 2023. Upland trail construction and restoration will occur in Q2 of 2023 and is scheduled for completion by July 1. Aquatic work will start in mid-July consistent with permit work windows. The contractor's work is expected to be completed by the end of Q3 2024. Remaining volunteer and conservation corps work will continue through 2024 to manage invasive plants, establish new native plantings and complete installation of site furnishings.

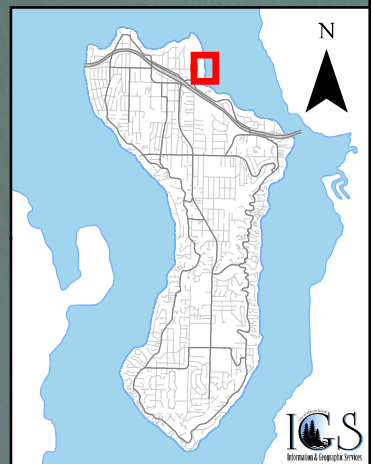
RECOMMENDED ACTION

Award the Luther Burbank South Shoreline Restoration project to Specialty Equipment LLC dba Neptune General Contractors, in the amount of \$376,639.99, and authorize the City Manager to execute the construction contract.

AB6209 | Exhibit 1

Luther Burbank South Shoreline Restoration Project

Item 4.





BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6215
January 17, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6215: City Council Rules of Procedure Amendments (Resolution No. 1642)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1642 amending the City Council Rules of Procedure as set forth in Exhibit A.	

DEPARTMENT:	City Council
STAFF:	Ali Spietz, Chief of Administration Andrea Larson, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Resolution No. 1642 and Exhibit A (City Council Rules of Procedure)
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to approve the City Council Rules of Procedure amendments that were discussed at the January 3 City Council meeting ([AB 6205](#)).

BACKGROUND

In 2004 (see [AB 3855](#)), the City Council adopted Rules of Procedure ("Rules") in accordance with MICC 2.06.050(A), which reads, in part: "The council shall determine its own rules, bylaws and order of business, and may establish rules for the conduct of council meetings and the maintenance of order." The Rules were most recently amended on April 5, 2022 ([see AB 6057](#)).

ISSUE/DISCUSSION

At the January 3 City Council meeting, the City Council reviewed amendments proposed by Councilmembers and staff and advanced amendments for approval. Resolution No. 1642 (Exhibit 1) contains the proposed amendments to the Rules of Procedure. In addition to grammatical edits, the following substantive amendments are proposed for adoption:

- **Section 2.3 – Duties of Officers, A. Mayor**

“The Mayor serves as the Presiding Officer and acts as chair at all meetings of the City Council. The Mayor may participate in all deliberations of the City Council in the same manner as any other member and is expected to vote in all proceedings unless a conflict of interest exists. The Mayor does not possess any power of veto. The Mayor is assigned as the ceremonial representative at public events and functions. The Mayor is vested with the authority to initiate and execute proclamations. ~~The Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules. If the Mayor is the Councilmember who is the subject of sanctions, then sanctions shall be imposed by the Deputy Mayor.~~”

Staff explanation: The motion for this proposal was to add “With direction from a majority of the Council” to the beginning of “The Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules.” However, each subsection in Section 11 – Sanctions for Rule Violations, outlines the process and who is responsible for imposing sanctions and thus, staff recommend removing the last two sentences from Section 2.3.A.

- **Section 3.1 – General Meeting Guidelines, C. Meeting Cancellation**

“Any City Council meeting may be canceled by a majority vote ~~or consensus~~ of the City Council. The Mayor or City Manager may cancel a City Council meeting for lack of agenda items, adverse weather conditions, or due to an emergency.”

- **Section 3.2 – Types of Meetings, A. Regular Meetings**

“The City Council's regular meetings will be held the first and third Tuesdays of each month in the City Hall City Council Chambers (9611 SE 36th Street, Mercer Island) when permissible. Certain circumstances (weather, emergencies, etc.) may require that City Council meetings be held remotely using a videoconferencing platform. Regular meetings will begin at ~~6:30~~5:00 p.m. or as set by MICC 2.06.010. If any Tuesday on which a meeting is scheduled falls on a legal holiday, the meeting shall be held at ~~6:30~~5:00 p.m., or as set by MICC 2.06.010, on the first business day following the holiday, or on another day designated by a majority vote of the City Council.”

- **Section 5.1 – Roberts Rules/City Council Rules**

“All City Council discussion shall be governed by Roberts Rules of Order, Newly Revised or by these Rules. Examples of parliamentary rules and motions are shown in Appendix A to these Rules. In the event of a conflict, these Rules shall control. The City Clerk or City Attorney shall answer questions of a parliamentary nature that may arise during a City Council meeting. The City Attorney shall decide all questions of interpretations of these Rules. ~~The City Attorney shall decide all questions of interpretations of these Rules and other questions of a parliamentary nature that may arise during a City Council meeting.~~”

- **Section 8.12(E) - (Board & Commission) Appointment Process**

“The voting process for appointment to each board and commission shall be as follows:

1. *Each City Councilmember completes a written ballot, casting a vote for the identified open seat on the board or commission. If there is more than one open seat on a board or commission, then each position will be voted on separately. If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be voted on first.*

RECOMMENDED ACTION

Approve Resolution No. 1642 amending the City Council Rules of Procedure as set forth in Exhibit A.

**CITY OF MERCER ISLAND
RESOLUTION NO. 1642**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERCER ISLAND,
WASHINGTON, AMENDING THE MERCER ISLAND CITY COUNCIL RULES OF
PROCEDURE**

WHEREAS, the City Council has adopted, pursuant to the authority in MICC 2.06.050, its rules of procedure, which are set forth in the “Mercer Island City Council Rules of Procedure,” originally adopted on April 19, 2004 and most recently amended on April 5, 2022, and

WHEREAS, the City Council reviewed proposed amendments to its rules of procedure at the City Council Meeting on January 3, 2023; and

WHEREAS, the City Council finds and determines that approval of certain amendments to its rules of procedure will benefit the conduct of City Council meetings, proceedings, and business.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AS FOLLOWS:

Section 1. Amending City Council Rules of Procedure. The “Mercer Island City Council Rules of Procedure” are hereby amended and approved as set forth in Exhibit A to this resolution.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON AT ITS MEETING ON THE 17TH DAY OF JANUARY 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

Andrea Larson, City Clerk

MERCER ISLAND CITY COUNCIL RULES OF PROCEDURE



ADOPTED

April 19, 2004

AMENDED

August 2, 2004

February 21, 2006

June 19, 2006

June 19, 2017

February 20, 2018

March 5, 2019

February 4, 2020, Resolution No. 1578

February 18, 2020, Resolution No. 1579

May 18, 2021, Resolution No. 1597

April 5, 2022, Resolution No. 1625

January 17, 2023, Resolution No. 1642

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SECTION 1. GOVERNANCE AND AUTHORITY

1.1 Council-Manager Plan of Government

The City of Mercer Island is a Council-Manager plan of government. As described in the municipal code and chapter [35A.13](#) of the Revised Code of Washington (“RCW”), certain responsibilities are vested in the City Council and the City Manager. This plan of government prescribes that a City Council’s role is that of a legislative policy-making body which determines not only the local laws that regulate community life, but also determines what public policy is and gives direction to the City Manager to administer the affairs of the city government in a businesslike and prudent manner.

1.2 Rules of Procedure

The Mercer Island City Council hereby establishes the following Rules of Procedure (“Rules”) pursuant to the authority set forth in Mercer Island City Code (“MICC”) [2.06.050\(A\)](#), for the conduct of City Council meetings, proceedings and business. These Rules shall be in effect upon adoption by the City Council and until such time as they are amended, or new rules are adopted in the manner provided by these Rules.

1.3 Orientation of New Councilmembers

The City Manager will host an orientation program for newly-elected or appointed Councilmembers, including guidance on the [Open Government Trainings Act](#), which requires [training](#) in the fundamentals of the Open Public Meetings Act (OPMA), [Public Records Act](#) (PRA), and records retention requirements.

1.4 Mentoring of New Councilmembers

Current Councilmembers shall seek out opportunities to mentor newly elected or appointed Councilmembers to help them gain an understanding of their role as Councilmember.

1.5 Code of Ethics

All City Councilmembers shall sign a statement acknowledging they have received, read, and agree to be bound by the City’s code of ethics MICC Chapter 2.60 and RCW Chapter 42.23. The City shall provide new Councilmembers training on the Code of Ethics. -

SECTION 2. CITY COUNCIL ORGANIZATION

2.1 Swearing-In. Councilmembers shall be sworn in by the City Clerk.

2.2 Election of Mayor and Deputy Mayor. The City Council shall elect a Mayor and Deputy Mayor for a term of two years from among themselves at the first City Council meeting, or as soon as possible thereafter, of each even-numbered year or upon vacancy or resignation of the Councilmember filling the Mayor or Deputy Mayor position. The City Clerk shall conduct the elections for Mayor as follows:

- A. Any Councilmember may nominate a candidate for Mayor; no second is needed.
- B. Nominees may accept or decline the nomination.
- C. If only one (1) nomination is made, it is appropriate to make a motion and obtain a second to instruct the City Clerk to cast a unanimous ballot for that nomination for Mayor. Approval is by majority vote of Councilmembers present.
- D. If more than one (1) nomination is made, an open election is conducted by roll call vote.
- E. To be elected, the nominee needs a majority vote of the City Council.
- F. Elections will continue until a Mayor is elected by a majority vote of the City Council.
- G. The City Clerk shall declare the nominee receiving the majority vote as the new Mayor. The City Clerk shall swear the individual into office.

This process is repeated for the election of the Deputy Mayor.

2.3 Duties of Officers.

- A. **Mayor.** The Mayor serves as the Presiding Officer and acts as chair at all meetings of the City Council. The Mayor may participate in all deliberations of the City Council in the same manner as any other member and is expected to vote in all proceedings unless a conflict of interest exists. The Mayor does not possess any power of veto. The Mayor is assigned as the ceremonial representative at public events and functions. The Mayor is vested with the authority to initiate and execute proclamations. ~~The Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules. If the Mayor is the Councilmember who is the subject of sanctions, then sanctions shall be imposed by the Deputy Mayor.~~

In consultation with the Deputy Mayor, the Mayor appoints Councilmembers to serve as liaisons to advisory boards and commissions and to serve on standing City Council committees, ad hoc committees, local committees, and certain regional committees (Sound Cities Association makes appointments to King County and other regional committees; only one Mercer Island Councilmember can apply for each of these committees).

- B. Deputy Mayor.** The Deputy Mayor serves as the Presiding Officer in the absence of the Mayor and assumes ceremonial representative responsibilities when needed. If both the Mayor and Deputy Mayor are absent, the Mayor will appoint another Councilmember to serve as acting Mayor. If the Mayor fails to appoint an acting Mayor, the Councilmembers present shall elect one of its members to serve as Presiding Officer until the return of the Mayor or Deputy Mayor.
- C. Presiding Officer.** The Presiding Officer shall:
1. Preserve order and decorum during City Council meetings;
 2. Observe and enforce these Rules;
 3. Call the meeting to order;
 4. Keep the meeting to its order of business; and,
 5. Recognize Councilmembers in the order in which they request the floor.
- The Presiding Officer, as a Councilmember, shall have only those rights, and shall be governed in all matters and issues by the same rules and restrictions as other Councilmembers.

- 2.4 Filling a City Council Vacancy.** If a vacancy occurs in the office of Councilmember, the City Council will follow the procedures outlined in [RCW 42.12.070](#) and Appendix C to these Rules (The Process to Fill a Mercer Island City Council Vacancy). In order to fill the vacancy until an election is held, the City Council will widely distribute and publish a notice of the vacancy, the procedure by which the vacancy will be filled, and an application form.

SECTION 3. CITY COUNCIL MEETINGS

3.1 General Meeting Guidelines.

- A. **Open Public Meeting Act.** All City Council meetings shall comply with the requirements of the Open Meetings Act (chapter [42.30 RCW](#)). All regular meetings and special meetings of the City Council shall be open to the public.
- B. **Meetings.** All meetings as described in Section 3.2 may be held in-person, remotely, or as a hybrid to the extent permitted by law.
- C. **Meeting Cancellation.** Any City Council meeting may be canceled by a majority vote ~~or consensus~~ of the City Council. The Mayor or City Manager may cancel a City Council meeting for lack of agenda items, adverse weather conditions, or due to an emergency.
- D. **Quorum.** Four members of the City Council shall constitute a quorum and are necessary for the transaction of City business. In the absence of a quorum, the members present may adjourn that meeting to a later date.
- E. **Councilmember Seating.** At the dais, the Mayor shall sit in Chair #4, the center seat at the dais, the Deputy Mayor shall sit to the Mayor's right or left, in Chair #3 or #5. The Mayor will determine the seats of the remaining Councilmembers.
- F. **City Clerk and Minutes.** The City Clerk (or authorized designee) shall attend all regular and special City Council meetings and keep an account of all proceedings of the City Council (minutes) in accordance with the statutory requirements RCW [42.30.035](#). The minutes from previous meetings will be posted on the City website in draft format prior to City Council meetings as part of the City Council packet. Councilmembers are encouraged to inform the City Clerk and City Manager of any errors or proposed changes in advance of the meeting. If a Councilmember wishes to make any corrections (except scrivener) to the minutes, they must request to have the set of minutes pulled from the Consent Agenda and make a motion to revise the minutes. Any corrections to the minutes will be so noted and the draft minutes will be revised with the corrections. Once the City Council has approved the minutes (as presented or revised), the final version of the minutes will be posted to the City's website and archived as the City's official record.
- G. **City Council Meetings Code of Conduct.** The City Council Meetings Code of Conduct is attached as Appendix B to these Rules, which outlines acceptable behavior while in a City Council Meeting.

H. Remote Attendance. Remote attendance by a Councilmember who is not able to physically be present, whether for all or part of a meeting, is allowed as needed subject to the following:

1. **Notice:** A Councilmember shall contact the Mayor and the City Manager at least one day prior to the meeting for which they will attend remotely or as soon as possible due to an emergency. After the City Clerk has called the roll at a meeting, the Mayor shall indicate any Councilmember attending remotely, which will be noted in the minutes. If joining after roll call, the City Clerk shall note the time the Councilmember joined and, if before adjournment, when the Councilmember left in the minutes.
2. **Remote Attendance Requirements:**
 - a. Remote attendance by a Councilmember shall be through the City's preferred teleconferencing platform.
 - b. A Councilmember's camera should be turned on when participating in the meeting.
 - c. A Councilmember attending remotely will be marked present, counting towards a quorum and can vote during the meeting as if they were physically present.
 - d. A Councilmember attending remotely must be able to hear public comment or testimony and staff's presentation in real time.
 - e. A Councilmember may attend an executive session or closed session remotely if the conditions in this subsection are met.

I. Roll Call Voting. All City Council voting will be done by roll call. Once a motion has been made and seconded, the Mayor will ask the City Clerk to call the roll. The City Clerk calls the roll, and each Councilmember, as their name is called, answers "aye" or "nay," or "abstain" if they do not wish to vote, and the Clerk notes the answers. Councilmembers shall refrain from additional comments about the motion or their vote when voting. If the vote count is not clear, the City Clerk reads the names of those who answered in the affirmative, and afterwards those in the negative, and then those who answered "abstain," and the Mayor announces the result.

3.2 Types of Meetings.

A. Regular Meetings. The City Council's regular meetings will be held the first and third Tuesdays of each month in the City Hall City Council Chambers (9611 SE 36th Street, Mercer Island) when permissible. Certain circumstances (weather, emergencies, etc.) may require that City Council meetings be held remotely using a videoconferencing platform. Regular meetings will begin at ~~5:00-6:30~~ p.m. or as set by [MICC 2.06.010](#). If any Tuesday on which a meeting is scheduled falls on a legal holiday, the meeting shall be held at ~~5:00-6:30~~ p.m., or as set by MICC

2.06.010, on the first business day following the holiday, or on another day designated by a majority vote of the City Council.

- B. Special Meetings.** A special meeting is any City Council meeting other than a regular City Council meeting. Notice shall be given at least 24 hours in advance specifying the date, time, and place of the meeting and the business to be transacted. A special City Council meeting may be scheduled by the Mayor, City Manager or at the request of a majority of the City Council and pursuant to [RCW 42.30.080](#).
- C. Emergency Meetings.** An emergency meeting is a special City Council meeting called without 24-hour notice. An emergency meeting may only be called as a result of an emergency involving injury or damage to persons or property or the likelihood of such injury or damage or when time requirements of a 24-hour notice would make notice impractical and increase the likelihood of such injury or damage. Emergency meetings may be called by the City Manager or the Mayor. The minutes will indicate the reason for the emergency.
- D. Executive Sessions.** An executive session is a portion of a City Council meeting that is closed except to the City Council, City Manager, City Attorney, and staff members and/or consultants authorized by the City Manager. The public is restricted from attendance. Executive sessions may be held during regular or special City Council meetings and will be announced by the Mayor or the Chair. Executive sessions may be held for limited purposes consistent with [RCW 42.30.110\(1\)](#) and [RCW 42.30.140\(4\)\(a\)](#). Permissible topics include considering real property acquisition and sale, public bid contract performance, complaints against public officers and employees, review of collective bargaining agreements, public employment applications and evaluations, and certain attorney-client discussions. Before convening an executive session, the Mayor or Chair shall announce the purpose of the meeting. Pursuant to [RCW 42.23.070\(4\)](#), Councilmembers must maintain the confidentiality of all written materials and verbal information provided during executive sessions to ensure that the City's position is not compromised. Confidentiality also includes information provided to Councilmembers outside of executive sessions when the information is considered exempt from production under the [Public Records Act](#), chapter 42.56 RCW. If a Councilmember unintentionally discloses executive session material with another party, that Councilmember shall promptly inform the City Manager and/or the City Council of the disclosure.
- E. Planning Sessions.** Each year the City Council shall hold an annual planning session during the first quarter of the year, or as soon as practicable thereafter. Potential topics for the Planning Session include City Council Goals, Priorities, and the Work Plan for the next two years. The City Council may hold additional planning sessions during the year.

3.3 Order of Regular City Council Meeting Agenda

- A. **Call Meeting to Order & Roll Call.** The Mayor calls the meeting to order. The City Clerk will take roll call and record names of those present and absent in the minutes.
- B. **Pledge of Allegiance.** The Mayor or a designated Councilmember will lead the Pledge of Allegiance at the beginning of the meeting.
- C. **Agenda Approval/Amendment.** Agenda items may be added to a regular City Council meeting agenda after the meeting notice is published if a Councilmember or City Manager explains the necessity and receives a majority vote of the City Council. The Mayor may, with the concurrence of the majority of the Council, take agenda items out of order.
- D. **Executive Sessions.** Executive sessions may be held before, during or after the open session portion of either a regular or special meeting. See Section 3.2(D).
- E. **Study Sessions.** Study sessions will be held, when needed, before a regular meeting. They may be called by the Mayor, City Manager or by a majority of Councilmembers. Study sessions will be informal meetings for the purpose of reviewing forthcoming programs and projects, receiving progress reports on current programs or projects, or receiving other similar information. No final decisions can be made at a study session. Decisions on those issues will be scheduled for a regular or special City Council meeting.
- F. **Special Business.** Special Business items may include the presentation of a proclamation, the key to the City, community member of the year, or other presentation to elected officials, staff, or the public by the City or presentations to the City or any official made by someone else.
 - 1. **Proclamations.** Proclamations are generally broad statements expressing local government support for particular issues. Requests to proclaim certain events or causes will be considered when such proclamations:
 - a. Pertain to a Mercer Island event, person, organization, or cause with local implications,
 - b. Are timely,
 - c. Have potential relevance to the City Council's Goals, Legislative Priorities, or Mercer Island's community values, and
 - d. Either forward positive messages or call upon the support of the community.

The Mayor, Deputy Mayor, City Manager, and/or a staff designee shall determine approval of proclamation requests. Proclamations are placed

on the Consent Agenda and may be publicly read at a City Council meeting and presented to a representative of the event during the City Council meeting.

2. **Key to the City.** The Key to the City is the City's most prestigious award and will only be used to recognize distinguished persons and honored guests of the City of Mercer Island. The "Key to the City" is intended to honor:
 - a. A Mercer Island resident with significant accomplishments in military service, or public service
 - b. A Mercer Island resident reaching the age of 100 years,
 - c. A person who performed an act of heroism while in the City limits, or
 - d. A dignitary or celebrity visiting the City.

The City Council shall determine approval of Key to the City requests. Keys shall be presented by the Mayor or designee to the recipient at a City Council meeting or at an event sponsored by or affiliated with the recipient.

3. **Community Member of the Year.** The Community Member of the Year is an annual tradition of recognizing an individual or group ("honoree") who is otherwise unrecognized for his/her/their contributions to making the Mercer Island community a great place to live and work. The honoree shall be selected based on the following criteria:
 - a. Significant service accomplishments within the past year;
 - b. The quality, scale, and duration of the benefits to the community resulting from the accomplishments;
 - c. The amount of time and energy devoted to the community beyond the scope of normal responsibilities;
 - d. The nature of the challenges faced and overcome by the honoree; and
 - e. The extent of previous recognition received by the honoree (e.g., the nominee is an "unsung hero").

Councilmembers will make nominations and select an honoree at the annual City Council Planning Session or a Regular Meeting. Councilmembers or candidates for councilmember, are not eligible for nomination. The honoree(s) will be recognized at a City Council Meeting and a framed photo of the honoree is hung in the City Council Chambers lobby to commemorate this distinction.

- F. **City Manager Report.** To keep the City Council and the public informed of City business, the City Manager may provide an oral report, make comments, extend

compliments, express concerns, or make announcements concerning any topic during this time.

- G. Appearances (Public Comment).** During the Appearances section of the regular meeting agenda, members of the audience are invited to address the City Council regarding any matter, except items before the City Council requiring a public hearing, any quasi-judicial matters, or campaign-related matters. Each person wishing to address the City Council should register with the City Clerk by 4 pm on the day of the City Council meeting. When the speaker's name is called, the speaker will give their name and city of residence for the record and shall limit their comments to three (3) minutes. No speaker may convey or donate time for speaking to another speaker. The Mayor may grant additional time for comments. The Mayor may allow speakers to comment on individual agenda items at times during any regularly scheduled City Council meeting other than the regularly scheduled Appearances period.

All remarks will be addressed to the City Council as a whole, and not to individual Councilmembers or staff members. Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous, threatening, or personally abusive while addressing the City Council, may be requested by the Mayor to leave the meeting. The City Council cannot accept comments on any campaign-related matters (elections for individual offices or ballot propositions) except under specific circumstances where consideration of a ballot measure is on the City Council agenda pursuant to [RCW 42.17A.555](#).

The City Clerk will summarize all public comments in the minutes. Traditionally, the City Council does not respond to comments made at a meeting; however, the City Manager may direct staff to follow up with the speaker as appropriate.

- H. Consent Agenda.** Consent agenda items have either been previously considered by the City Council or are routine and non-controversial and are approved by one motion. Items on the consent agenda include, without limitation, payables, payroll, minutes, proclamations, resolutions, ordinances discussed at a previous City Council meeting, bid awards, and previously authorized agreements.

A Councilmember may remove an item from the consent agenda for separate discussion and action. If removed, that item will become the first item of regular business of the same meeting.

- I. Public Hearings.** There are two types of public hearings: legislative and quasi-judicial. The Mayor will state the public hearing procedures before each public hearing. Comments are limited to the subject of the public hearing.

1. **Legislative Public Hearings.** The purpose of a legislative public hearing is to obtain public input on legislative or policy decisions, including without limitation, review by the City Council of its comprehensive plan or biennial budget.
2. **Quasi-Judicial Public Hearings.** The purpose of a quasi-judicial public hearing is to decide issues involving the rights of specific parties including, without limitation, certain land use matters such as site-specific rezones.

The City Council's decision on a quasi-judicial matter must be based upon and supported by the "record" in the matter. The "record" consists of all testimony or comment presented at the hearing and all documents and exhibits that have been submitted.

In quasi-judicial hearings, Councilmembers shall comply with all applicable laws including without limitation the appearance of fairness doctrine (chapter [42.36 RCW](#)). The appearance of fairness doctrine prohibits ex parte (outside the hearing) communications with limited exceptions requiring disclosure on the record; prohibits a Councilmember from deciding on the matter in advance of the hearing; requires the hearing to be fair and impartial; and prohibits the participation of any Councilmember who has a conflict of interest or financial interest in the outcome of the hearing.

A Councilmember shall consult with the City Attorney to determine whether the Councilmember should recuse themselves from the quasi-judicial hearing discussion and decision.

- J. **Regular Business.** Regular Business items are all other regular City Council business, including without limitations resolutions, ordinances, staff presentations, board and/or commission appointments, and regional board and committee reports requiring City Council action.
- K. **Other Business.** The City Council will note upcoming Councilmember absences and make a motion to excuse or not excuse a Councilmember's absence. They will also discuss the Planning Schedule. During Councilmember reports, Councilmembers may report on significant activities since the last meeting; provided, however, that Councilmembers may not enter into debate or discussion on any item raised during a City Council report.
- L. **Adjournment.** With no further business to come before the City Council, the Mayor adjourns the meeting.

SECTION 4. AGENDA PREPARATION

- 4.1** The City Manager, in consultation with the Mayor and Deputy Mayor, will prepare an agenda for each City Council meeting. The City Clerk will prepare an agenda packet for each City Council meeting specifying the date, time, and place of the meeting. Each item shall be titled to describe the item to be considered by the City Council.
- 4.2** An item may be placed on a City Council meeting agenda by any of the following methods:
- A.** Majority vote of the City Council.
 - B.** By the City Manager.
 - C.** By the Mayor or Deputy Mayor (when acting in the absence of the Mayor).
 - D.** By any two Councilmembers, in writing or with phone confirmation, no later than 12:00 pm seven (7) days prior to the meeting. The proposed item will be added to the agenda (without an agenda bill) for the whole City Council to determine if the item should be brought back for discussion and/or action. If the City Council agrees to add the item to a future agenda, staff will prepare an agenda bill based on the City Council's direction.
- 4.3** Staff reports (agenda bills) shall be in a standard format approved by the City Manager.
- 4.4** Agenda materials will be posted to the City's website and a link to the online packet will be emailed to an established mailing list (including City Council and staff) by 5:00 p.m. on the Wednesday before the meeting. If the deadline cannot be met, the City Council and the established mailing list will be notified of when it will be posted. Hard copies of agenda materials will be available for pick up in the HAM radio room in the Police Department lobby upon Councilmember request.
- 4.5** The City Manager will prepare and keep current the Planning Schedule, the calendar of agenda items for all City Council regular and special meetings.

SECTION 5. CITY COUNCIL PROTOCOLS

- 5.1 Roberts Rules/City Council Rules.** All City Council discussion shall be governed by *Roberts Rules of Order, Newly Revised* or by these Rules. Examples of parliamentary rules and motions are shown in Appendix A to these Rules. In the event of a conflict, these Rules shall control. The City Clerk or City Attorney shall answer questions of a parliamentary nature that may arise during a City Council meeting. The City Attorney shall decide all questions of interpretations of these Rules. ~~The City Attorney shall decide all questions of interpretations of these Rules and other questions of a parliamentary nature that may arise during a City Council meeting.~~
- 5.2 Appearances (Public Comment).** The City Council agrees to adhere to the following protocols during Appearances:
- A. The City Council shall listen attentively to the speaker's comments.
 - B. The City Council shall avoid discourteous behavior such as lengthy or inappropriate sidebar discussions or nonverbal, disparaging actions.
 - C. The City Council shall not engage in debate or discussion with any individual but may be recognized by the Mayor to ask the speaker clarifying questions.
- 5.3 Discussion Protocols.** The City Council agrees to adhere to the following protocols for City Council discussion and debate:
- A. Be courteous and professional at all times.
 - B. Avoid discourteous behavior such as lengthy or inappropriate sidebar discussions or nonverbal disparaging actions when colleagues or staff are speaking.
 - C. Be recognized by the Mayor before speaking.
 - D. Be respectful of the City Manager and staff.
 - E. Speak in turn after being recognized.
 - F. Do not personally criticize other members who vote against or disagree with you.
 - G. Do not be repetitive in your arguments or discussion.
 - H. Respect each other's differences, honor disagreements, vote and move on.
- 5.4 City Council Decisions.** Councilmembers recognize that they are part of a legislative or corporal body. As such, when the City Council has voted to approve or pass an agenda item, the members agree not to contact staff to encourage actions inconsistent with such City Council action or take other action adversely impacting staff resources. Councilmembers, who voted on the prevailing side, may bring any approved action up for reconsideration, on the same day that the vote was taken, following City Council review and approval of such agenda item. The City Council's goal is to make final decisions and not to revisit or reconsider such decisions. (See [Appendix A](#) for more details).
- 5.5 No Surprise Rule.** Councilmembers should use best efforts to contact the City Manager to advise of emerging issues. Generally, Councilmembers agree not to propose substantial amendments and/or revisions to any agenda item unless they provide each other and City

staff at least 48-hours advance notice to review any written proposal. To provide staff the necessary preparation time, Councilmembers will use best efforts to provide staff advance notice of any questions or concerns they may have regarding an agenda item prior to a public meeting.

- 5.6 Possible Quorum.** Any member of the City Council can attend any City board, commission, ad hoc, or standing committee meeting; however, if a quorum of the City Council (4 or more Councilmembers) is present at any of these meetings, Councilmembers shall “self-police” by not sitting together and not discussing City business. For community or regional meetings where there may be four (4) or more Councilmembers in attendance, the City Clerk may notice the meetings for possible quorum.
- 5.7 Councilmember In-Person Representation.** If a Councilmember appears on behalf of the City before another governmental agency or, a community organization, for the purpose of commenting on an issue, the Councilmember must state the majority position of the City Council, if known, on such issue. Personal opinions and comments which differ from the City Council majority may be expressed if the Councilmember clarifies that these statements do not represent the City Council's position but rather those of the individual Councilmember. Councilmembers must obtain other Councilmember's concurrence before representing another Councilmember's views or positions with another governmental agency or community organization.
- 5.8 Use of City Letterhead.** Use of City letterhead by the City Council shall be confined to conduct of official City business or communicating messages of the City. City letterhead of any kind shall only be used by the City Council at the direction of the Mayor or his or her designee. Individual Councilmembers shall not use City letterhead to communicate individual or personal messages or opinions.
- 5.9 Mail.** Mail addressed to Councilmembers will be placed in their respective mailboxes at City Hall (located outside the City Manager's office) and is available for pickup during regular business hours. Accumulated mail will be included with hard copy agenda packets, placed on the dais before City Council meetings, or mailed to a Councilmember's residence.
- 5.10 Social Media.** Social media accounts operated by Councilmembers should not be used as mechanisms for conducting official City business, other than to informally communicate with the public. When Councilmembers use social media accounts to discuss City business, Councilmembers should clarify that the views expressed are solely their own. In addition, direct communication between a majority of the City Council on social media may constitute a "meeting" under the OPMA and should be avoided. In addition, any content or post related to City business may be subject to disclosure under the Public Records Act, regardless of whether it occurs on a personal account or page. Councilmembers are responsible for capturing and retaining any City business-related posts on social media accounts for public records preservation purposes.

The NextDoor.com (“NextDoor”) social media platform does not function in the same manner as the City’s other social media outlets (i.e., Facebook, Twitter, Instagram). NextDoor does NOT allow access by automated archiving services. Instead, the City must execute a complicated manual export process that can be refined only by date range (not topic, or subject line, etc.). This lack of archiving access to NextDoor also makes it difficult and potentially risky for Councilmembers to post about City business and/or to reply to other posts, as they are unable to be captured in a manner that is suitable for responding to public records requests or in a manner that it can be deleted after meeting the required retention period. See [Appendix E](#) for further details.

SECTION 6. CITY DOCUMENTS

- 6.1 Review.** All ordinances, resolutions, contracts, motions, amendments, and other City documents shall be reviewed by the City Attorney. An individual Councilmember may contact the City Attorney to request the preparation of motions for a City Council meeting. No ordinance, resolution or contract shall be prepared for presentation to the City Council, unless requested by a majority of the City Council or by the City Manager.
- 6.2 Signing.** The Mayor and City Clerk sign all ordinances and/or resolutions approved by the City Council, immediately following the meeting. In addition, the City Attorney signs all ordinances. If the Mayor is unavailable, the Deputy Mayor signs the ordinances and/or resolutions.
- 6.3 Ordinances.** The following shall apply to the introduction, adoption and/or amendment of all ordinances:
- A. First Reading of Ordinances.** An ordinance shall be scheduled for first reading at any regular or special City Council meeting. A majority of the City Council may direct the City Manager to prepare any amendments to the ordinance for consideration during second reading and adoption.
 - B. Second Reading/Adoption of Ordinances.** An ordinance that has previously been introduced for first reading may be scheduled for second reading and adoption at any regular or special City Council meeting as either regular business or as a part of the consent agenda.

Any amendments that a majority of the City Council has directed the City Manager to prepare will be included as proposed amendments in the City Council packet for the City Council's consideration. If further amendments (other than clerical, punctuation, or other non-substantive amendments) are requested at second reading, the ordinance may be continued to the next regular City Council meeting for adoption.
 - C. Exceptions.** Sections A and B above shall not apply to:
 1. Any housekeeping ordinances that the City Manager recommends be adopted at first reading;
 2. Any budget ordinances; or
 3. Any ordinances that the City Council determines require an effective date precluding a second reading.

This Rule shall not apply to public emergency ordinances, necessary for the protection of public health, public safety, public property, or public peace consistent with [RCW 35A.11.090](#).

SECTION 7. CITY COUNCIL & STAFF COMMUNICATION GUIDELINES

Governance of a City relies on the cooperative efforts of elected officials, who provide oversight and set goals, policy, and priorities, and City staff, which analyze problems and issues, make recommendations, and implement and administer the City Council's policies and priorities consistent with the City Council goals.

The following are general guidelines to help facilitate effective communications between the City Council and City staff:

- A.** Channel communications through the appropriate City staff.
- B.** All Councilmembers should have the same information with which to make decisions.
- C.** Depend upon the staff to respond to community concerns and complaints as fully and as expeditiously as practical.
- D.** The City Council sets the direction and policy – City staff is responsible for administrative functions and City operations.
- E.** To provide the City Council with timely information, Councilmembers should submit questions on agenda items to the City Manager and Director in advance of the City Council meeting.
- F.** Respect the will of the “full” City Council.
- G.** Depend upon the staff to make independent and objective recommendations.
- H.** The City Manager and staff are supporters and advocates for the adopted City Council policy.
- I.** Refrain from publicly criticizing an individual employee. Criticism is differentiated from questioning facts or the opinion of staff.
- J.** Seeking political support from staff is not appropriate.
- K.** Support life-family-work balance.

Appendix D to these Rules contains the standalone City Council-Staff Communications Guidelines document and provides greater detail about each guideline listed above.

SECTION 8. CITY ADVISORY BOARDS AND COMMISSIONS

- 8.1** Mercer Island's advisory boards and commissions provide an invaluable service to the City. Their advice on a wide variety of subjects aids the City Council in the decision-making process. Effective resident participation is an invaluable tool for local government.
- 8.2** These advisory bodies originate from different sources. Some are established by [Title 3](#) of the Mercer Island City Code while others are established by motion or ordinance of the City Council. It is at the discretion of the City Council as to whether any advisory body should be established by ordinance. The following advisory boards and commissions are established:
- A.** Design Commission
 - B.** Planning Commission
 - C.** Utility Board
 - D.** Mercer Island Arts Council
 - E.** Open Space Conservancy Trust Board
 - F.** Parks & Recreation Commission
- 8.3** Each board and commission shall adopt rules of procedure (or bylaws) to guide governance of their board or commission, including the number of meetings unless set forth in a resolution or ordinance or unless the number of meetings adversely impacts City staff resources, as determined by the City Manager.
- 8.4** The City Council may dissolve any advisory body that, in their opinion, has completed its working function or for any other reason.
- 8.5** Lengths of terms vary from one advisory body to another, but in all cases overlapping terms are intended.
- 8.6** All meetings of advisory bodies are open to the public in accordance with Chapter 42.30 RCW, [Open Public Meetings Act](#), and require a minimum 24-hour advance notice.
- 8.7** Members may be removed, from any advisory board or commission, prior to the expiration of their term of office, in accordance with the provisions of the ordinance or resolution establishing such advisory board or commission.
- 8.8** All members of advisory boards and commissions shall sign a statement acknowledging they have received, read, and agree to be bound by the City's code of ethics MICC Chapter 2.60 and RCW Chapter 42.23. The City shall provide new members training on the Code of Ethics.
- 8.9** The City Council transmits referrals for information or action through the City Manager and the City Council liaison to the advisory boards and commissions. Staff Liaisons, on

behalf of advisory boards and commissions transmit findings, recommendations, reports, etc., to the full City Council as part of the City Council Agenda Packet.

- 8.10** The City Manager shall appoint City staff to assist advisory boards and commissions. City staff are not employees of that body and take direction only from the Department Director or the City Manager. Boards and commissions shall not direct City staff to perform research, gather information, or otherwise engage in activities involving projects or matters that are not listed on the work plan unless approved by the City Council or City Manager.
- 8.11** Annually, staff for the Parks and Recreation Commission, Planning Commission, and Open Space Conservancy Trust Board shall develop a draft work plan and present the work plan to the City Council for review, possible amendments, and approval.
- 8.12 Appointment Process.** Annually, the City Clerk will advertise for applicants to fill expiring positions on the boards and commissions as follows, unless otherwise provided by law:
- A.** Available positions are advertised.
 - B.** Once the application deadline has passed, all applications received by the deadline will be forwarded to the City Council for review.
 - C.** The City Clerk will include the appointment process on the agenda for the next regularly scheduled City Council meeting.
 - D.** The City Clerk will prepare a ballot for each board or commission, listing applicants alphabetically by last name.
 - E.** The voting process for appointment to each board and commission shall be as follows:
 - 1. Each City Councilmember completes a written ballot, casting a vote for the identified open seat on the board or commission. If there is more than one open seat on a board or commission, then each position will be voted on separately. If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be voted on first.
 - 2. The City Clerk will collect the ballots, tally the votes, and read aloud the votes and outcome of the voting process.
 - 3. The applicant that receives the most votes, provided they have received a minimum of four votes, will be appointed to the open seat on the board or commission. In the event of a tie or if no applicant receives four votes, the procedures in Section 8.12(E)(4) and (5) shall be followed.
 - 4. If no applicant receives a minimum of four votes, a second round of voting will take place utilizing the following process:
 - a. Applicants receiving one or no votes in the first round will be dropped from the ballot and Councilmembers will re-vote on the remaining applicants. If more than one candidate has only one vote, the Mayor will recommend an appropriate procedure for breaking the tie, subject to approval by the Council.

- b. Voting will continue until an applicant receives the four-vote minimum.
- 5. If a tie exists after the first vote or in a subsequent round of voting, and a tiebreaker is necessary to make an appointment, a tiebreaker vote will be conducted utilizing the following process:
 - a. Councilmembers will vote on the applicants that are tied and all other applicants will be eliminated from the voting process.
 - b. If after three successive votes a tie still exists, the names of all of the applicants that are tied will be put into a hat and the City Clerk will draw out one of the names. The name that is drawn will be appointed to the open seat.
- 6. The Mayor may call for a recess at any time during the voting process to allow Councilmembers to caucus. Caution should be exercised during a caucus to avoid “serial meetings” as these types of discussions are not allowed under the Open Public Meetings Act.
- 7. The names of the applicant(s) selected will be added to a Resolution, with final approval required by a vote of the City Council.
- F. Letters will be sent to all applicants informing them of their appointment or thanking them for applying. Staff liaisons will contact new appointees in advance of the first board or commission meeting.

8.13 Vacancies.

- A. When vacancies occur, they are filled for the unexpired terms in the same manner as described in Section 8.12. If there is more than one vacancy to fill on a board or commission, the position with the longest term will be voted on first. The City Council will be notified of vacancies so they may encourage residents to apply.
- B. In the event a vacancy occurs mid-term, the City Council shall appoint a person to fill the unexpired term within 60 days, or as soon as reasonably practicable.
- C. If the mid-term vacancy occurs for a position with six months or less remaining in the term, the City Council may elect to fill the unexpired term and the next four-year term concurrently.

8.14 Open Government Training Requirement. Within 90 days of the appointment to a board or commission, all new members must complete the Open Public Meetings Act training required by the Open Government Trainings Act and provide proof of completion of such training to the City Clerk.

8.15 City Council Liaison Roles & Duties. The Mayor (in consultation with the Deputy Mayor) may appoint a City Council liaison for certain boards or commissions. The City Council liaison shall report objectively on the activities of both the City Council and the advisory group. The specific duties of a City Council liaison are as follows:

- A. Attend meetings of the board or commission on a regular basis and sit at the table or dais, as applicable.

- B.** Participate in discussion and debate of the board or commission, but not vote on any matter (except for the Open Space Conservancy Trust as the City Council Liaison is a voting member).
- C.** Represent the majority City Council position, if known.
- D.** Participate in a manner that will not intimidate or inhibit the meetings and operations of the board or commission. Make comments in a positive manner to promote positive interaction between the City Council and the board or commission.
- E.** Be prepared to give the City Council regular and timely reports at regular City Council meetings. Take the lead on discussion items before the City Council which pertain to the assigned board or commission.
- F.** Provide input to the City Council regarding potential candidates for appointment to the board or commission.

SECTION 9. CITY COUNCIL COMMITTEES

- 9.1** City Council committees, which are created by the City Council, operate as policy review and discussion arms of the City Council. The committees enable City staff to obtain early feedback from representative members of the City Council on issues affecting public policy prior to their presentation to the full City Council. City Council Committees are expected to anticipate the full range of considerations and concerns related to various policy questions.
- 9.2** Committees do not replace the City Council as final decision makers on behalf of the full City Council. City Council Committees give no staff direction on administrative matters, specific assignments, or work tasks. Any discussion or feedback expressed or received at a Committee meeting should not be construed or understood to be a decision by or for the full City Council.
- 9.3** There are two forms of City Council Committees:
- A.** Standing Committees: these are permanent and meet regularly on policy matters pertaining to the designated subject.
 - B.** Ad Hoc Committees: these are short-term in nature and advise on a specific policy matter or concern. Ad hoc committees will be dissolved upon completion of the intended purpose and objectives.
- 9.4** Committees will be established by a charter containing the purpose, objectives, responsibilities, duration, membership, and meeting schedule.
- 9.5** Committee appointments (chairs and members) shall be made by the Mayor (in consultation with the Deputy Mayor). The Mayor will consider the interests and requests of individual Councilmembers in making committee assignments. No more than three (3) Councilmembers shall serve on any committee.
- 9.6** Committees will have staff support assigned by the City Manager. Staff will work with the committee chairs to set agendas, provide support materials, and prepare reports.
- 9.7** In January of even years, the Mayor, in consultation with the Deputy Mayor, will review committees for relevancy and make appointments or reassignments, as necessary. The City Clerk will maintain the list of appointments (City Council Liaison Appointments) to established committees.

SECTION 10. SUSPENSION AND AMENDMENT OF RULES

- 10.1** Any provision of these rules not governed by state law or ordinance, may be temporarily suspended by a two-thirds (2/3) majority vote of the City Council.
- 10.2** These rules may be amended, or new rules adopted, by a majority vote of the City Council.

SECTION 11. SANCTIONS FOR RULE VIOLATIONS

11.1 Councilmembers may be sanctioned for violation of these Rules in any of the following ways:

- A. Executive Session.** Two (2) or more Councilmembers may call an executive session under RCW 42.30.110(f) to discuss complaints brought against a public officer.
- B. Public Censure.** If a majority of the City Council supports public censure, the Mayor shall, during a regular City Council meeting, state in detail the Rule(s) violated and the Councilmember's conduct resulting in violation of the Rule. The Councilmember who is the subject of the sanction shall have the opportunity to rebut. If the Mayor is the Councilmember who is subject of the sanction, then the Deputy Mayor shall preside over the public censure.
- C. Liaison Termination.** The Mayor, in consultation with the Deputy Mayor, (provided the Deputy Mayor is not the Councilmember who is the subject of the sanction), may terminate standing committee, ad hoc committee, board, commission, or other liaison assignments. If the Mayor is the Councilmember who is subject of the sanction, then the liaison termination decision shall vest in the Deputy Mayor; and/or
- D. Other.** Any other appropriate action decided by a majority of the City Council.

APPENDIX A

PARLIAMENTARY RULES AND MOTIONS

- (1) Following the presentation of the item and questions of staff, a motion should be made before Council begins discussion so as to frame and guide the discussion.
- (2) If a motion does not receive a second, it dies and will not be included in the minutes. Motions that do not need a second, include: nominations, withdrawal of motion, agenda order, request for a roll call vote, and point of order.
- (3) When making motions, be clear and concise and do not include arguments for the motion within the motion.
- (4) No comments may be made or heard until there is a second on the motion.
- (5) After a motion and second, the Mayor will indicate the names of the Councilmembers making the motion and second.
- (6) When the City Council concurs or agrees to an item that does not require a formal motion, the Mayor will summarize the agreement at the conclusion of the discussion. Councilmembers may object to such summary if any feel the summary does not reflect the City Council consensus.
- (7) If the maker of a motion wishes to withdraw their motion, the Mayor shall ask the City Council if there is any objection to the maker withdrawing their motion. If none, the motion is withdrawn. If there is objection, the City Council will vote whether the motion can be withdrawn. The text of the withdrawn motion and the fact of its withdrawal will not be included in the minutes.
- (8) A **motion to table** is undebatable and shall preclude all amendments or debates of the issue under consideration. If the motion to table prevails, the matter may be "taken from the table" only by adding it to the agenda of a future regular or special meeting at which time discussion will continue; and if an item is tabled, it cannot be reconsidered at the same meeting.
- (9) A **motion to postpone to a certain time** is debatable as to the reason for the postponement but not to the subject matter of the motion, is amendable, and may be reconsidered at the same meeting. The question being postponed must be considered at a later time at the same meeting, or to a time certain at a future regular or special City Council meeting.

- (10) A **motion to postpone indefinitely** is debatable as to the reason for the postponement as well as to the subject matter of the motion; is not amendable and may be reconsidered at the same meeting only if it received an affirmative vote.
- (11) A **motion to call for the question** shall close debate on the main motion and is undebatable. This motion must receive a second and fails without a two-thirds' (2/3) vote; debate is reopened if the motion fails.
- (12) A **motion to amend** is defined as amending a motion that is on the floor and has been seconded, by inserting or adding, striking out, striking out and inserting, or substituting.
- (13) Motions that cannot be amended, include motion to adjourn, agenda order, point of order, reconsideration and take from the table. A motion to amend an amendment is not in order.
- (14) Amendments are voted on first, then the main motion as amended (if the amendment received an affirmative vote).
- (15) The motion maker, Mayor, or City Clerk should repeat the motion prior to voting.
- (16) All votes of the City Council will be conducted by roll call voting.
- (17) When voting Councilmembers will reply with "aye," "nay," or "abstain" and shall refrain from additional comments about the motion or their vote.
- (18) At the conclusion of any vote, the Mayor will announce the results of the vote.
- (19) A motion that receives a tie vote is deemed to have failed.
- (20) When a question has been decided, any Councilmember who voted in the majority may move for reconsideration.
- (21) A **motion for reconsideration** can only be made by someone who voted on the prevailing side, and it must be made on the same day that the vote to be reconsidered was taken. All action that might come out of the original motion is stopped at the time that reconsider is made and seconded.

APPENDIX B

CITY COUNCIL MEETING CODE OF CONDUCT

The Mercer Island City Council welcomes the public to the City Council meetings and dedicates time at these meetings to hear from the public on agenda items and other issues of concern.

It is important for all community members to feel welcome and safe during City Council meetings. Audience members will be expected to treat all attendees with respect and civility.

1. **Appearances Ground Rules:**

Appearances is the time set aside for individuals to speak to the City Council about any issue during a City Council meeting. The ground rules are:

- A. Each person wishing to address the City Council should register with the City Clerk by 4 pm on the day of the City Council meeting.
- B. Please (1) speak audibly, (2) state your name and city of residence for the record, and (3) limit your comments to three minutes.
- C. Traditionally, the City Council does not respond to comments made at the meeting, but will follow up, or have staff follow up, with the speaker if needed.
- D. Comments should be addressed to the entire City Council, not to individual Councilmembers, staff members, or the audience.
- E. Audience members should refrain from applause, video comments, or disapproval of individuals' comments.
- F. Any person who makes personal, impertinent, or slanderous remarks, or who becomes boisterous, threatening, or personally abusive while addressing the City Council, may be requested to leave the meeting.
- G. The City Council cannot accept comments on any campaign-related matters (elections for individual offices or ballot propositions) except under specific circumstances where consideration of a ballot measure is on the City Council agenda. [RCW 42.17A.555](#).

2. **General Rules:**

- A. Please silence cell phones, computers, tablets, and cameras while in the City Council meetings.
- B. Please limit conversations in the audience seating area. You may be asked to step into the lobby to continue a conversation.

APPENDIX C

PROCESS TO FILL A MERCER ISLAND CITY COUNCIL VACANCY

PURPOSE

To provide guidance to the City Council when a Mercer Island Councilmember position becomes vacant before the expiration of the official's elected term of office.

APPOINTMENT PROCESS

A City Council position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in RCW 42.12.010. Under authority of RCW 42.12.070, the remaining members of the City Council are vested with the responsibility for appointing a qualified person to fill the vacant position. Accordingly, the process should include all of the remaining Councilmembers in the City Council interviews, deliberations, and votes to appoint someone to fill the vacant position.

The City Council should direct the City Manager to begin the Councilmember appointment process and establish an interview and appointment schedule, so that the position is filled at the earliest opportunity. After the schedule is established, staff will notify applicants of the location, date, and time of the interviews.

Applications received by the deadline date and time will be copied and circulated to Councilmembers.

NOTIFICATIONS AND SCHEDULING

The notice of vacancy shall be posted on the City's website and published at least two times in the Mercer Island Reporter.

The City Council shall determine a regular meeting or set a special meeting for interviewing candidates and possibly appointing someone to the vacant position.

Interviews and the appointment process may be continued to another day if any Councilmember is not able to attend or if the selection process is not concluded.

INTERVIEWS

Each applicant shall be given three to five minutes to introduce themselves and present their credentials and reasons for seeking appointment to the City Council. They shall also address the answers to these questions during their allotted time:

1. Why do you want to serve on the City Council?
2. What experiences, talents or skills do you bring to the City Council and community that you would like to highlight?

3. Are there any regional issues or forums in which you have a particular interest or expertise? (e.g., transportation, water supply, human services, water quality, fiscal management, solid waste, parks & open space, etc.)
4. Do you want to serve on the City Council because of a particular local issue on which you want to work or are your interests more broadly distributed?

The City Council reserves the right to ask additional questions of candidates during the interview.

At the close of City Council questions, applicants will be afforded an opportunity to comment on any additional issues relevant to their candidacy.

The applicants' order of appearance will be determined by a random lot drawing.

DELIBERATIONS AND VOTING

Upon completion of the interviews, and as provided in the Open Public Meetings Act at RCW 42.30.110(1)(h), Councilmembers may convene into executive session to evaluate the qualifications of the applicants. However, all interviews and final action appointing a person to fill the vacancy shall be in a meeting open to the public.

In open session, the Mayor shall ask for nominations from the Councilmembers. No second to the motion is needed. Nominations are closed by a motion, a second and a majority vote of the City Council.

The Mayor may poll the City Council to ascertain that Councilmembers are prepared to vote. The City Clerk shall proceed with a roll-call vote.

Nominations and voting will continue until a nominee receives a majority vote of the remaining Councilmembers.

At any time during the election process, the City Council may postpone elections until another open meeting if a majority vote has not been received, or if one of the remaining Councilmembers is not able to participate in a particular meeting.

The Mayor shall declare the nominee receiving the majority vote of all of the remaining Councilmembers as the new Councilmember who shall be sworn into office at the earliest opportunity, or no later than the next regularly scheduled City Council meeting.

Under RCW 42.12.070(4), if the City Council fails to appoint a qualified person to fill the vacancy within 90 days of the occurrence of the vacancy, the authority of the City Council to fill the vacancy ends and the King County Council is given the authority to fill the vacancy.

APPENDIX D

CITY COUNCIL-STAFF COMMUNICATIONS GUIDELINES

Governance of a City relies on the cooperative efforts of elected officials, who provide oversight and set goals, policy, and priorities, and City staff, which analyze problems and issues, make recommendations, and implement and administer the City Council's policies and priorities consistent with the City Council goals. The following are general guidelines to help facilitate effective communications between the City Council and City staff.

A. Channel communications through the appropriate City staff.

While any staff member is available to answer Councilmember questions and requests for information, the City Manager is the primary information liaison between the City Council and City staff as outlined in [RCW 35A.13](#). Questions of City staff should be directed to the City Manager and Department Directors. When a Councilmember makes a request to a particular staff member, it is important to inform/copy the City Manager. In addition, staff will inform/copy the City Manager so that the City Manager is aware of the Councilmember's requests and needs.

B. All Councilmembers should have the same information with which to make decisions.

When one Councilmember has an information request, the response will be shared with all members of the City Council so that each member may be equally informed.

C. Depend upon the staff to respond to concerns and complaints as fully and as expeditiously as practical.

A key value in the City's organizational culture is providing quality customer service. Rely on staff to solve customer problems and concerns.

D. Operational/Maintenance Complaints.

The Public Works Team handles a variety of complaints including, water leaks, missing manhole covers, potholes, tree or street/stop sign down, etc. During business hours call (206) 275-7608 or file an online report with MI-Connect (<https://www.mercerisland.gov/publicworks/page/submit-service-request>). In the evening or on weekends, a member of the City's 24-hour Customer Response Team (CRT) can be dispatched by calling (425) 577-5656 (NORCOM Dispatch). Staff will follow-up with the Councilmember as to the outcome of the problem or concern.

E. Code Compliance Complaints.

The Community Planning & Development Code Compliance team answers questions and investigates complaints on a wide variety of issues, including zoning, building, and nuisance violations. If you have a complaint, please complete a Code Compliance Request Form, and fill it out as completely as possible. Go to <https://www.mercerisland.gov/cpd/webform/code-compliance-request-form> to complete an online form or download or print the form and attach it to an email to

codecompliance@mercergov.org. You may also come to City Hall to drop off or complete a paper copy. Using this form will give staff the information needed to review and process the complaint.

F. Complaints/Concerns Directed to City Council.

Often City Council will receive customer letters or emails directly. Due to limited staff resources to handle the amount of correspondence, these are disseminated to the appropriate department to prepare a formal response on behalf of the City Council. On occasion, a letter or email is directed specifically to a Councilmember. The Councilmember may choose to work directly with the City Manager or designee to provide a response. All correspondence is copied to all members of the City Council, regardless of whom it was addressed to.

G. The City Council sets the direction and policy – City staff is responsible for administrative functions and City operations.

The role of the City Council is as the legislative body. The City Council is responsible for approving the budget, setting the vision and goals, and adopting policy and strategic plans. The primary functions of staff are to execute the City Council policy and actions taken by the City Council and to keep the City Council informed. Staff is obligated to take guidance and direction only from the City Manager or Department Director.

Individual Councilmembers should not knowingly or willfully interfere with the administration of City business including, but not limited to, coercing, or influencing staff in the selection of personnel or consultants, the awarding of contracts, the processing of development applications, licenses, permits, or public records requests, and the interpretation and implementation of the City Council policy.

H. To provide the City Council with timely information, Councilmembers should submit questions on agenda items to the City Manager and Director in advance of the City Council meeting.

Councilmembers are encouraged to submit their questions on agenda items to the City Manager as far in advance of the meeting as possible so that staff can be prepared to respond before or at the City Council meeting. Having a practice of “no surprises” between the City Council and City staff and vice versa fosters a productive working relationship.

I. Respect the will of the “full” City Council.

City staff will make every effort to respond in a timely and professional manner to all requests for information or assistance made by individual Councilmembers. However, if a request reaches a certain degree either in terms of workload or policy, it will need to come before the “full” City Council. The City Manager takes direction from the full City Council and not from individual Councilmembers. If this should occur, the City Manager will prepare a memorandum or email to the City Council informing them of the request. The City Manager will consult with the Mayor, Deputy Mayor, and Councilmember with the request

to determine when it is appropriate to bring it before the full City Council for discussion and direction.

J. Depend upon the staff to make independent and objective recommendations.

Staff is expected to provide its best professional recommendations on issues, providing information about alternatives to staff recommendations, as appropriate, as well as pros and cons for recommendations and alternatives. Sometimes staff may make recommendations that may be unpopular with the public and Councilmembers. When this occurs, please refrain from attacking the messenger. Staff respects the role of the City Council as policy makers for the City and understands that the City Council must consider a variety of opinions and community values in their decision-making in addition to staff recommendations.

K. The City Manager and staff are supporters and advocates for adopted City Council policy.

Regardless of whether it was staff's preferred recommendation or not, staff will strongly support the adopted City Council policy and direction, even if this may cause concern by the City Council minority on controversial issues.

L. Refrain from publicly criticizing an individual employee. Criticism is differentiated from questioning facts or the opinion of staff.

All critical comments about staff performance should be made only to the City Manager through private correspondence or conversation.

M. Seeking political support from staff is not appropriate.

The City is a non-partisan local government. Neither the City Manager nor any other person in the employ of the City shall take part in securing or contributing any money toward the nomination or election of any candidate for a municipal office. In addition, some professionals (e.g., City Manager, the Chief of Administration, Chief of Operations, and the City Clerk) have professional codes of ethics, which preclude politically partisan activities or activities that give the appearance of political partisanship.

N. Support life-family-work balance.

In a 24-hour, mobile accessible world, expectations for staff to always be available can emerge. However, this expectation is unsustainable. Staff will respond to nonemergency emails or phone messages during business hours only.

(April 2021)

APPENDIX E

HOW DOES THE CITY USE NEXTDOOR.COM?

NextDoor is a nationwide platform designed to encourage civil neighbor-to-neighbor interaction and discourse online, focused on highly local topics. The City joined NextDoor in October 2014 and uses its account to make general announcements, advertise meetings, solicit public engagement, provide crime and storm updates, highlight achievements, and more. The platform does not function in the same manner as the City's other social media outlets (i.e., Facebook, Twitter, Instagram). NextDoor is not a City-controlled page, but rather a private membership network that functions more like an online community bulletin board. The City merely has an official presence on the platform via its "Agency Account," but by design, NextDoor tightly limits Agency Accounts in important ways.

Most notably, the City can only see its own posts and replies to them, while ALL other neighbor-to-neighbor content is hidden. This is intended to prevent eavesdropping by the City on local discussions. The last name of anyone replying to a City post is just replaced with an initial and is not spelled out.

In addition, because the City is required to maintain public records of social media to comply with the Public Records Act, the City uses ArchiveSocial to backup Facebook, Instagram, Twitter, YouTube, and other accounts to retrieve records if requested. Unfortunately, NextDoor does NOT allow access by automated archiving services. Instead, the City must execute a complicated manual export process that can be refined only by date range (not topic, or subject line, etc.). This lack of archiving access to NextDoor makes it extremely difficult and potentially risky for Councilmembers and staff to post about City business or to reply to other posts, as they are unable to be captured in a manner that is suitable for responding to public records requests or in a manner that it can be deleted after meeting the required retention period.

If Councilmembers post on NextDoor about official City business, they must capture the text of the original post and all comments. If they comment on a post, they must capture the original post, all comments before AND after their comment. The City Clerk can provide additional guidance regarding public records retention requirements for NextDoor posts/comments.

(July 2019)



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6216
January 17, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6216: Draft Climate Action Plan Handoff	<input checked="" type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Discuss update on Climate Action Plan (CAP) process and receive full copy of Draft Climate Action Plan document.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Public Works
STAFF:	Jessi Bon, City Manager Jason Kintner, Chief of Operations Ross Freeman, Sustainability Program Analyst
COUNCIL LIAISON:	Craig Reynolds Jake Jacobson Ted Weinberg
EXHIBITS:	1. Draft Climate Action Plan
CITY COUNCIL PRIORITY:	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to handoff the draft Climate Action Plan (CAP) to the City Council, which is included as Exhibit 1 and also provided in hard copy.

- The staff presentation will include an overview of the plan and suggested areas of focus for review and feedback.
- The public comment period on the draft plan is open through February 7, 2023, at which time the City Council will hold a public hearing on the draft plan.
- Public comments on the draft CAP are being gathered through an online commenting platform hosted by the City's consultant, or via email for those who prefer it (see the [Let's Talk engagement page](#) for details).
- The City Council will review the public comments received and provide direction to inform the development of the final CAP at the March 7, 2023 City Council meeting.
- Plan adoption is anticipated at the end of March or early April 2023.

BACKGROUND

In alignment with neighboring communities, the King County Growth Management Planning Council (GMPC), and the King County-Cities Climate Collaboration (K4C), the City of Mercer Island has established a goal to reduce community greenhouse gas (GHG) emissions 95% by 2050, with interim targets of 50% reduction by 2030 and 75% reduction by 2040 (see [Resolution No. 1620](#), March 2022), compared to a 2007 baseline.

This Climate Action Plan (CAP) outlines a roadmap for meeting this GHG emissions reduction commitment as well as achieving other important resiliency goals for the community, including preparing for unavoidable climate impacts, protecting valuable natural resources, and preserving quality of life on Mercer Island.

The CAP is a long-term planning document that organizes GHG reduction actions and resiliency measures in a strategic manner. The CAP takes into account near-term and long-term resource needs and other considerations that will affect the City's ability to meet the emissions reductions targets. Staff expect to deliver an annual progress report to the City Council, provide online performance data updates to the public each year, and update the CAP approximately every 10 years.

CAP Public Engagement to Date

The CAP process launched in December 2021 and the City has used a range of measures to gather public input, including two online workshops, various outreach events and activities, ongoing public comment, surveys, factsheets, the Let's Talk engagement platform, and the current public comment period.

The City also conducted an citywide random sample survey (see [AB 6180](#)), sent by mail to 2,500 households, from late September through early November 2022. The survey had 264 responses (176 submitted via mail and 88 online). This 10% response allowed the City to achieve its desired 95% level of confidence, with a +/- 6% margin of error. A parallel, general public, opt-in survey received another 123 responses online.

ISSUE/DISCUSSION

CAP Structure

This CAP is the product of months of data collection and analysis, and lengthy engagement with community members, the City Council, and City staff that ultimately culminated in the development of strategies and actions for greenhouse gas reduction organized into six focus areas:

- Cross-Cutting & Municipal
- Buildings & Energy
- Transportation
- Consumption & Disposal
- Natural Systems
- Community Resilience

The CAP document contains four main sections and four appendices, as follows:

- Plan Summary – a high level overview of the process and plan contents.
- Introduction – an overview of climate impacts and greenhouse gas emissions.
- Strategies & Actions – the heart of the plan, detailing proposed measures to reduce emissions
- Implementation Plan – an overview of what it will take to implement the plan and how progress will be measured and publicized.

- Appendix A (*Implementation Matrix*) – details on the anticipated timeframe, estimated cost, lead department, potential partners, and other considerations that may affect implementation.
- Appendix B (*Multi-Criteria Analysis - MCA*) – details on how each measure was assigned a priority score based on the four criteria of cost, impact, feasibility, and community support.
- Appendix C (*Crosswalk table*) – crosswalk table summarizing MCA score and implementation factors.
- Appendix D (*Survey Summary*) – overview of the mailed random sample survey from October 2022.

CAP Comment Period

The draft Climate Action Plan is available on the [Let's Talk engagement platform](#) and the public comment period is open through February 7, 2023. Background and supporting materials on the planning process are also available on the Let's Talk page. City staff will promote the public comment period across multiple communication channels over the next several weeks.

NEXT STEPS

The current four-week public comment period will conclude on the evening of February 7, 2023 with a Public Hearing at the City Council meeting.

The project team will review public comments, including City Council questions and comments and summarize the information using a matrix format. The information and feedback obtained through the public comment period will be presented to the City Council on March 7, 2023 for discussion and further consideration. Outcomes of the March 7 City Council meeting will be used to inform development of the final CAP.

Following that meeting, the project team will make final changes and edits to the draft CAP to produce a document for adoption. At this time, adoption of the final CAP is anticipated at the end of March or early April 2023.

RECOMMENDED ACTION

Receive draft Climate Action Plan (CAP) and review the process for submitting comments and feedback.



City of Mercer Island

CLIMATE ACTION PLAN

DRAFTED JANUARY 2023

Message from the City

Sustainability and stewardship are core values for the City of Mercer Island and the City has long been committed to proactively enhancing and protecting our natural environment, as well as preserving the quality of life for all residents.

One of the biggest threats to the Island—and the entire region—is our rapidly changing climate. Now, more than ever before, we need to take action to protect people, resources, and the economy from climate-related disasters. The science is clear: our community is already experiencing these changes in the form of hotter, drier summers, unprecedented heatwaves and wildfires, and more frequent and intense rainstorms and flooding in the winter.

The Mercer Island Climate Action Plan outlines a strategic, coordinated approach for reducing greenhouse gas emissions and also preparing the community for the unavoidable impacts of a warming planet.

Over the past 16 months, through surveys, workshops, and public comment, we have learned firsthand what priorities, challenges, and opportunities residents see in the fight against climate change. This input helped staff and the City Council to develop a suite of goals and targets that demonstrate our commitment to reducing greenhouse gas emissions, while preserving our natural environment.

This plan sets Mercer Island on a realistic and well-defined path to transition to clean energy sources, to electrify our transportation, to enhance stormwater and tree planting programs, to reduce waste, and to strengthen our climate resiliency.

For this plan to succeed, community engagement and widespread participation will be critical. We look forward to collaborating with you – every member of the Mercer Island community – to bring this plan to life over the next few years.

Sincerely,

Jason Kintner, Chief of Operations



Acknowledgements

The City of Mercer Island would like to thank the community for their feedback and collaboration throughout the development of the Climate Action Plan (CAP). Special thanks to those community members who participated in workshops, surveys, and engaged on Let's Talk.

City Council

Salim Nice, *Mayor*

David Rosenbaum, *Deputy Mayor*

Lisa Anderl

Jake Jacobson*

Craig Reynolds*

Wendy Weiker

Ted Weinberg*

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Acronyms and Key Terms

ADA Transition Plan	A plan that identifies accessibility gaps and barriers in public Right-of-Way, parks, and City buildings and defines priorities for investments.
Adaptive capacity	The potential of a system to adjust to change (including climate impacts) to moderate potential damages and cope with consequences. ¹
Carbon intensity	The amount of carbon emitted per unit of energy consumed. A higher carbon intensity produces more CO ₂ emissions than a lower carbon intensity.
Circular economy	A model that optimizes resources by keeping materials and products within a closed loop system, which minimizes resource inputs, waste and pollution outputs, and carbon emissions.
Climate Action Plan (CAP)	A comprehensive and strategic plan that outlines specific strategies and actions that an entity will take to reduce greenhouse gas emissions and adapt to climate change impacts.
Commute trip reduction (CTR) program	A Washington State Department of Transportation (WSDOT) program that promotes alternatives to driving alone under the Commute Trip Reduction Law (WAC Chapter 468-63) to shift commuter behavior to more sustainable modes and improve transportation system efficiency. The program generally applies to employers with at least 100 full-time employees at one location.
Construction and demolition (C&D) waste	A type of debris from the construction and demolition of buildings that is not included in municipal solid waste, including steel, wood products, and concrete.
Decarbonization	The reduction of the amount of carbon dioxide and other greenhouse gases emitted into the atmosphere from fossil fuel-based power sources and other infrastructure.
Electric vehicles (EVs)	Vehicles that derive all or part of their power from electricity.
Electrification	The transition from using natural gas and other energy sources to electricity (typically generated from renewable energy sources) to power buildings, industrial processes, and vehicles.
Frontline communities	Communities that experience the impacts of climate change earliest and most severely. These often include Black, Indigenous, People of Color (BIPOC) and low-income communities that face historic and current inequities. Frontline communities are also more likely to have limited resources and capacity to adapt to climate impacts.
Green stormwater infrastructure	A system for stormwater management that captures, filters, slows, and/or reduces stormwater by mimicking natural processes using vegetation and soils.
Greenhouse gas (GHG) emissions	Emissions of heat-trapping gases in the atmosphere including carbon dioxide (CO ₂), methane (CH ₄), and nitrous oxide (N ₂ O).

¹ [Capacity Building Definitions, U.S. Climate Resilience Toolkit.](#)

Heating, ventilation, and air conditioning (HVAC)	Various technologies to control the temperature, humidity, and purity of air in an enclosed space.
Internal combustion engine (ICE) vehicle	A vehicle that runs on a traditional internal combustion engine typically fueled by gasoline or diesel.
Low impact development (LID)	An approach to manage stormwater runoff that emphasizes conservation and use of on-site natural features to protect water quality.
Leadership in Energy and Environmental Design (LEED)	A certification and framework for sustainable, efficient, and low-carbon buildings.
King County-Cities Climate Collaboration (K4C)	A partnership between local King County jurisdictions that aims to share knowledge and resources to accelerate and enhance regional climate action; Mercer Island is a founding member.
Key performance indicators (KPIs)	Quantifiable metrics used to measure and track performance on goals.
Metric ton of carbon dioxide equivalent (MTCO₂e)	Greenhouse gases standardized to equal one unit of carbon dioxide (CO ₂).
Million British Thermal Units (MMBtu)	A unit of measurement used to quantify the thermal energy contained in natural gas.
National Association of City Transportation Officials (NACTO)	A coalition of the Departments of Transportation in North American cities.
Net zero emissions	The point at which the amount of greenhouse gas emissions produced does not exceed the amount removed from the atmosphere.
Puget Sound Energy (PSE)	Energy utility based in Washington that serves the Puget Sound region.
Recology	Mercer Island's waste management company that collects and processes municipal solid waste.
Transportation demand management (TDM)	Public and private programs to manage transportation demand. TDM measures often aim to increase the use of public transportation, carpools and vanpools, nonmotorized travel modes, and flexible work schedules.



PLAN SUMMARY

Plan Summary

In alignment with neighboring King County communities, Mercer Island has set a goal to reduce community greenhouse gas (GHG) emissions by 95% by 2050 with interim targets of 50% reduction by 2030 and 75% reduction by 2040.² **This Climate Action Plan (CAP) provides a roadmap for meeting this GHG emissions reduction commitment as well as achieving other important goals for our community**, including preparing for unavoidable climate impacts and protecting our valuable natural resources, preserving what people love about living on Mercer Island, and enhancing the quality of life and prospects for all community members.

This CAP is the product of months of data collection and analysis and engagement with community members, City leadership, and City staff that ultimately culminated in the development of strategies and actions across six focus areas, summarized below.



	Focus area	Future vision
	Cross-Cutting & Municipal	Community members and City government are informed and active in local climate action—working together to meet emission reduction targets.
	Buildings & Energy	Residents live and work in energy efficient buildings powered by clean, renewable energy.
	Transportation	Low-to-no carbon transportation options are safe, clean, accessible, affordable, and widely used.
	Consumption & Disposal	The community practices circular economy principles, reducing the amount of resources used, reusing and repurposing materials, and recycling and composting what's left.
	Natural Systems	The community protects, conserves, and restores our natural systems, landscapes, and habitats.
	Community Resilience	People and ecosystems are healthy, thriving, and can respond and adapt to climate change.

² Emissions reduction targets are based on a 2007 baseline.

PLAYING OUR PART

What the community can do:



Choose nonstop flights and consider purchasing carbon offsets to offset emissions from air travel.



Upgrade to electric, energy-efficient appliances in your homes and offices.



Opt for the light rail instead of driving when commuting off Island.



Bus, walk, scooter, bike, and carpool.



Add a solar panel to your house or participate in the Green Power Program to help fund local renewable energy projects.



Go electric when you purchase your next vehicle.



Increase local tree canopy and restore natural areas.

What the City is doing and will continue to do:



Promote regional incentive programs to help residents and business owners fund building retrofits, electric vehicles, and other climate-smart purchases.



Engage and educate the community on climate change and climate action.



Promote sustainable and resilient development and ensure City buildings and infrastructure are prepared for climate friendly technologies like electric vehicles and renewable energy.



Reduce emissions from City operations.



Ensure City emergency services and other departments are prepared for current and future climate impacts.

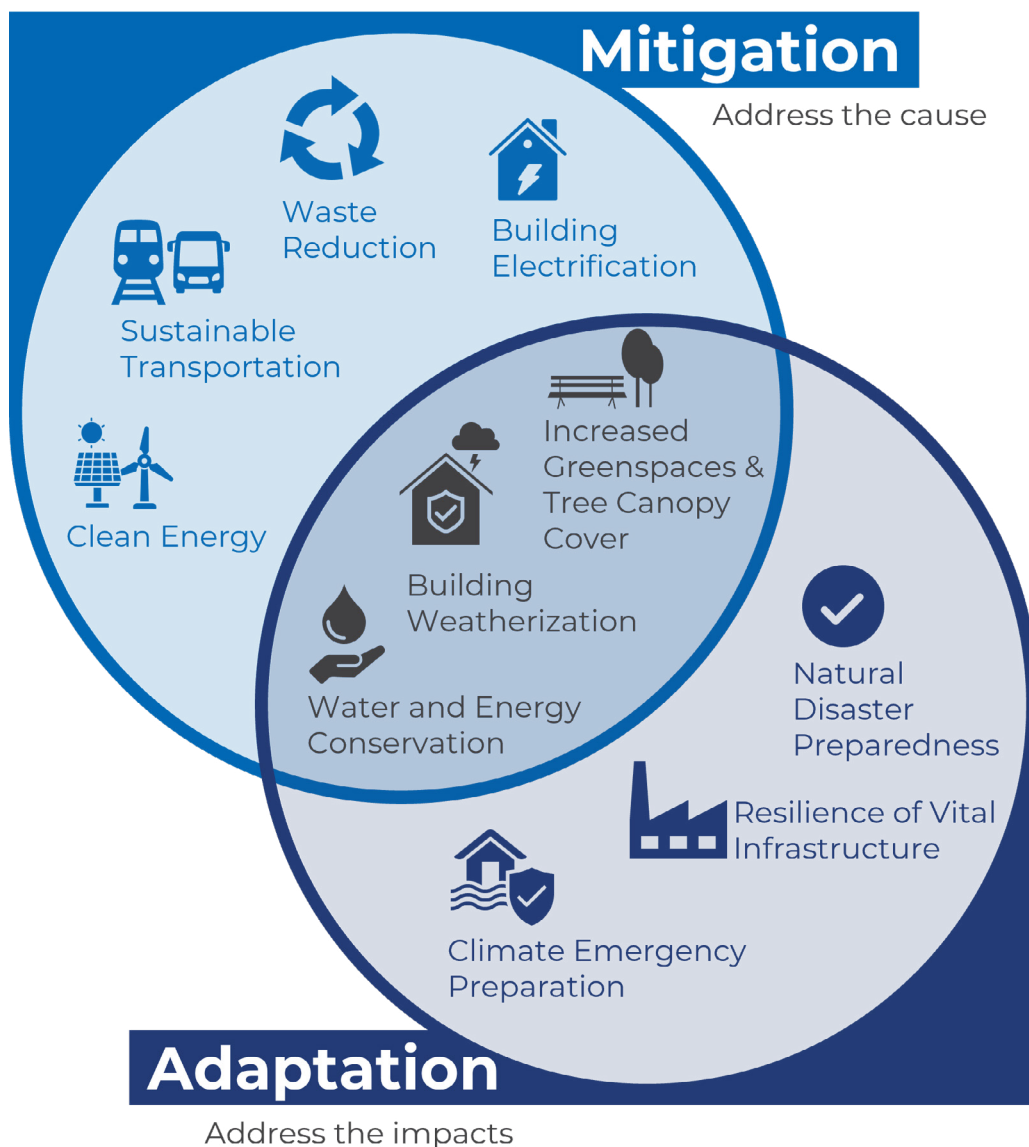


Increase local tree canopy and restore natural areas.

MITIGATION AND ADAPTATION

There are two types of climate strategies and actions in this plan, and both are important for addressing and preparing for climate change.

- **Mitigation** actions work to address the cause of climate change by reducing GHG emissions and increasing carbon sinks (e.g., transitioning away from fossil fuels by electrifying buildings and expanding tree canopy cover).
- **Adaptation** actions work to address the impacts of climate change by building resilience and preparing the community and natural environment to adapt to the unavoidable impacts of climate change (e.g., providing community cooling centers and air shelters in case of extreme heat and wildfire smoke).





STRATEGIES & ACTIONS AT-A-GLANCE

Strategies & Actions At-A-Glance

The tables below introduce the key components of each CAP focus area—the **goal**, the sector-specific **targets** needed to achieve that goal, the overarching GHG emission reduction target, and **a few selected key actions** to support these targets. For a complete list of all actions, see the strategies and actions section starting on [page 22](#).



The overarching GHG emissions reduction targets (see [page 20](#)) reflect a 2007 baseline to align with the original work done by K4C. Sector-specific targets have been adjusted in this CAP to reflect a 2019 baseline (unless otherwise noted) as it is the most recently completed GHG emissions analysis and the year from which future emissions are forecasted.



Focus Area: Cross-Cutting & Municipal (CC)

Goal: Reduce overall community and municipal GHG emissions, integrate climate considerations into City reporting and decision-making, and encourage community members to participate in local climate action.

Targets

2030 Target

- 50% reduction in community GHG emissions (compared to a 2007 baseline).
- Carbon neutral municipal operations.

2050 Target

- 95% reduction in community GHG emissions (compared to a 2007 baseline) and net zero emissions.

Strategies

CC1: Engage and support community climate action.

CC2: Reduce climate impact of municipal operations.

CC3: Institutionalize climate considerations into City planning & decision-making.

Selected Key Actions (full list starts on page 24)

- **CC1.1:** Low carbon schools
- **CC1.2:** Climate advocacy and partnerships

- **CC2.1:** CTR participation & incentives
- **CC2.4:** Municipal fleet electrification

- **CC3.1:** GHG tracking & reporting
- **CC3.2:** Climate-informed City decision-making

**Focus Area: Buildings & Energy (BE)**

Goal: Reduce GHG emissions from buildings by reducing energy use, electrifying buildings, and transitioning to clean and reliable renewable energy sources.

Targets**2030 Target**

- 78% reduction in building GHG emissions.
- 35% reduction in building natural gas, propane, and fuel oil consumption.
- 22% reduction in communitywide energy use.

2050 Target

- 97% reduction in building GHG emissions.
- 92% reduction in building natural gas, propane, and fuel oil consumption.
- 63% reduction in communitywide energy use.

Strategies

BE1: Transition to non-fossil building energy.

BE2: Reduce energy use in new and existing buildings.

Selected Key Actions (full list starts on page 26)

- **BE1.1:** Heat pump rebates & education
- **BE1.3:** Contractor incentive & training program
- **BE2.1:** Energy efficiency incentives and programs
- **BE2.2:** Green building campaigns





Focus Area: Transportation (TR)

Goal: Reduce GHG emissions from transportation by transitioning to electric vehicles (EVs), expanding multimodal transportation options, and improving cycling and pedestrian networks.

Targets

2030 Target

- 65% of new passenger vehicles sold and 20% of all registered vehicles are EVs.
- 1%-20% reduction in overall vehicle miles traveled (passenger + freight). *Target still under review – to be finalized for final plan.*³
- 44% reduction in average vehicle carbon intensity.
- 5% reduction in regional air travel fuel use.
- 10% reduction in aviation fuel carbon intensity.

2050 Target

- 100% of all registered passenger vehicles are EVs.
- 5%-50% reduction in overall vehicle miles traveled (passenger + freight). *Target still under review – to be finalized for final plan.*
- 96%⁴ reduction in average vehicle carbon intensity.
- 15% reduction in regional air travel fuel use.
- 95% reduction in aviation fuel carbon intensity.

Strategies

TR1: Plan for expansion of EV infrastructure and fleet electrification.

TR2: Reduce vehicle travel and decarbonize offroad equipment.

TR3: Reduce aviation emissions.

Selected Key Actions *(full list starts on page 29)*

- **TR1.1:** Public EV infrastructure plan
- **TR1.4:** EV charging incentives & rebates

- **TR2.1:** Update the Pedestrian and Bicycle Plan
- **TR2.3:** Town Center Parking Study implementation

- **TR3.1:** Air travel alternatives
- **TR3.3:** Regional aviation coordination



³ VMT reduction targets are still being determined based on the latest regional transportation projections and also K4C goals.

⁴ Remaining vehicle emissions in 2050 are generated from electricity emissions tied to EVs.



Focus Area: Consumption & Disposal (CD)

Goal: Reduce community waste and the GHG emissions associated with the consumption and disposal of goods and materials.

Targets

2030 Target

- 81% reduction in solid waste GHG emissions.
- 70% of all waste diverted from landfills; zero waste of edible food.
- 11% reduction in tons of landfilled waste.
- 85% diversion of construction & demolition (C&D) waste and other recyclables.
- No net increase in total community waste generation, including solid waste, recycling, and compost.

2050 Target

- 86% reduction in solid waste GHG emissions.
- 70% of all waste diverted from landfills.
- 60% reduction in landfilled waste.
- 85% diversion of construction & demolition (C&D) waste and other recyclables.
- 10% reduction in total community waste generation, including solid waste, recycling, and compost.

Strategies

CD1: Reduce waste generation & landfill disposal.

CD2: Consume sustainably.

Selected Key Actions (full list on starts on page 31)

- **CD1.1:** Recycling space/access requirements
- **CD1.2:** Mandatory composting/recycling
- **CD2.1:** Community gardens
- **CD2.2:** Local retail options





Focus Area: Natural Systems (NS)

Goal: Foster climate resilient natural landscape by protecting vital habitats, ecosystems, and natural resources, and conserving water resources.

Targets

2030 Target

- Maintain current canopy and increase canopy by 5% (compared to a 2018 baseline⁵) *Target still under review – to be finalized for final plan.*
- Restored ecosystem functions (forest age & diversity, invasives removal, stream daylighting). *Target still under review – to be finalized for final plan.*

2050 Target

- Maintain current tree canopy and increase canopy by 15% (compared to a 2018 baseline). *Target still under review – to be finalized for final plan.*
- Improved ecosystem functions (forest age & diversity, invasives removal, stream daylighting). *Target still under review – to be finalized for final plan.*

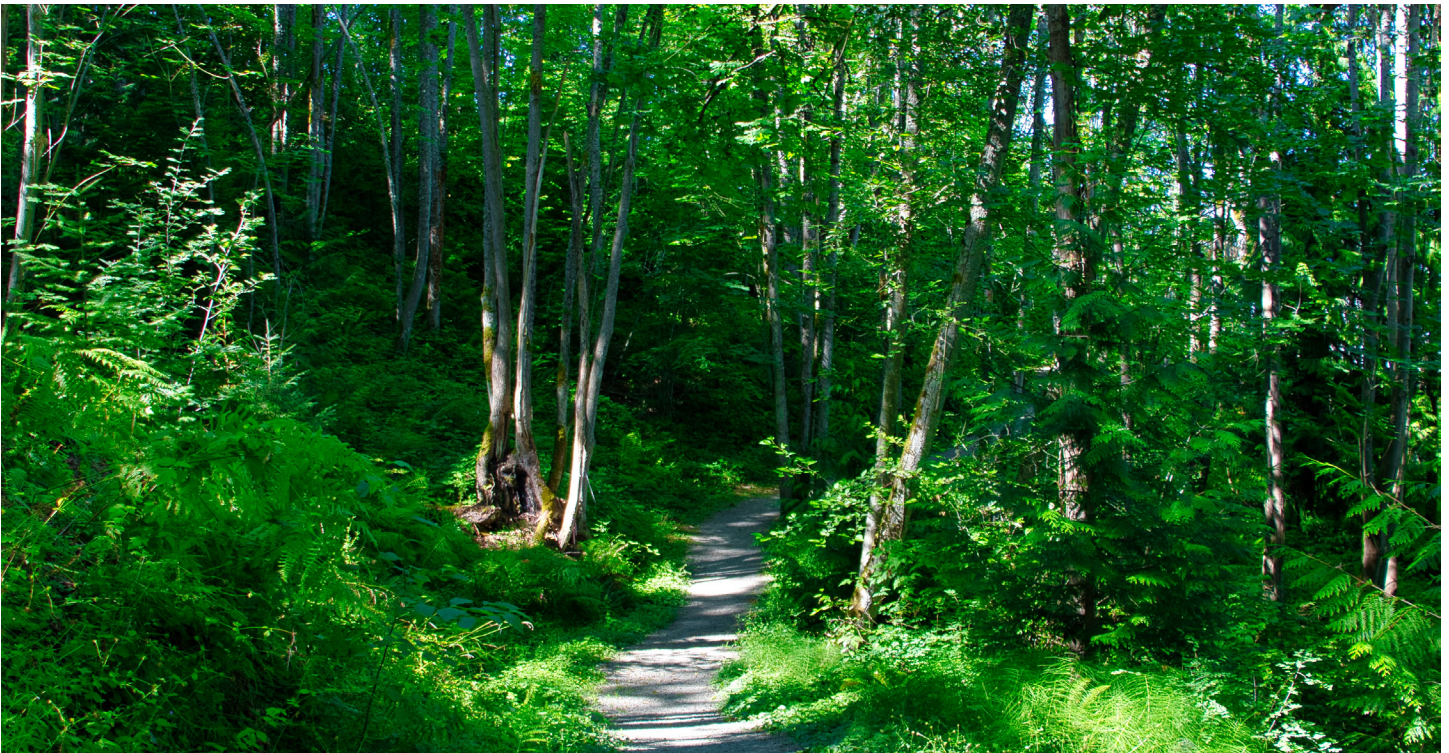
Strategies

NS1: Increase urban tree canopy and green space.

NS2: Foster healthy & resilient natural systems.

Selected Key Actions *(full list starts on page 33)*

- **NS1.1:** Tree planting incentive program
- **NS1.2:** Tree planting programs
- **NS2.1:** Water-efficient landscape standards
- **NS2.3:** Green stormwater infrastructure



⁵ The most recent tree assessment was completed in 2018.

**Focus Area: Community Resilience (CR)**

Goal: *Ensure that all Mercer Island residents are prepared for current and future climate impacts.*

Targets**2030 Target**

- 10% increase in participation in public programs devoted to climate resilience.
- 100% of residents served by emergency response programs and departments.

2050 Target

- 20% increase in participation in public programs devoted to climate resilience.

Strategies

CR1: Increase resilience of community members to climate impacts.

CR2: Prepare infrastructure & emergency services for climate change.

Selected Key Actions (full list starts on page 35)

- **CR1.1:** Personal preparedness for wildfire smoke
- **CR1.2:** Adaptation incentives
- **CR2.2:** Emergency management planning and response
- **CR2.3:** Electric grid resiliency





INTRODUCTION

Introduction

The City of Mercer Island acknowledges that the island is the traditional land of the first people of Seattle, the Duwamish people past and present, and honor with gratitude the land itself and the Duwamish Tribe.

Mercer Island is situated on Lake Washington, with close proximity to Seattle to the west and Bellevue to the east. The Island is home to a community of 25,000 residents and includes a Town Center to the north and a small commercial business district to the south. Visitors and residents enjoy the Island's natural beauty, with over 475 acres of parkland and open space.

Residents are stewards of the Island and strive to maintain a sustainable community that supports both present and future generations. **This commitment to environmental stewardship is more important now than ever** given the impacts arising from a warming planet. The Puget Sound region has warmed substantially—average annual temperatures are up 1.3°F since 1900⁶—changing the seasonal weather patterns and leading to more frequent and severe winter storms and wildfires, heatwaves, and drought in the summer months. These impacts pose a serious threat to the natural environment, and also to jobs, health, and wellbeing.

Through this CAP, Mercer Island is joining communities across Puget Sound and the globe in taking action to reduce global greenhouse gas (GHG) emissions and improve resiliency to climate impacts such as extreme heat and wildfire smoke.



Climate Change & Equity

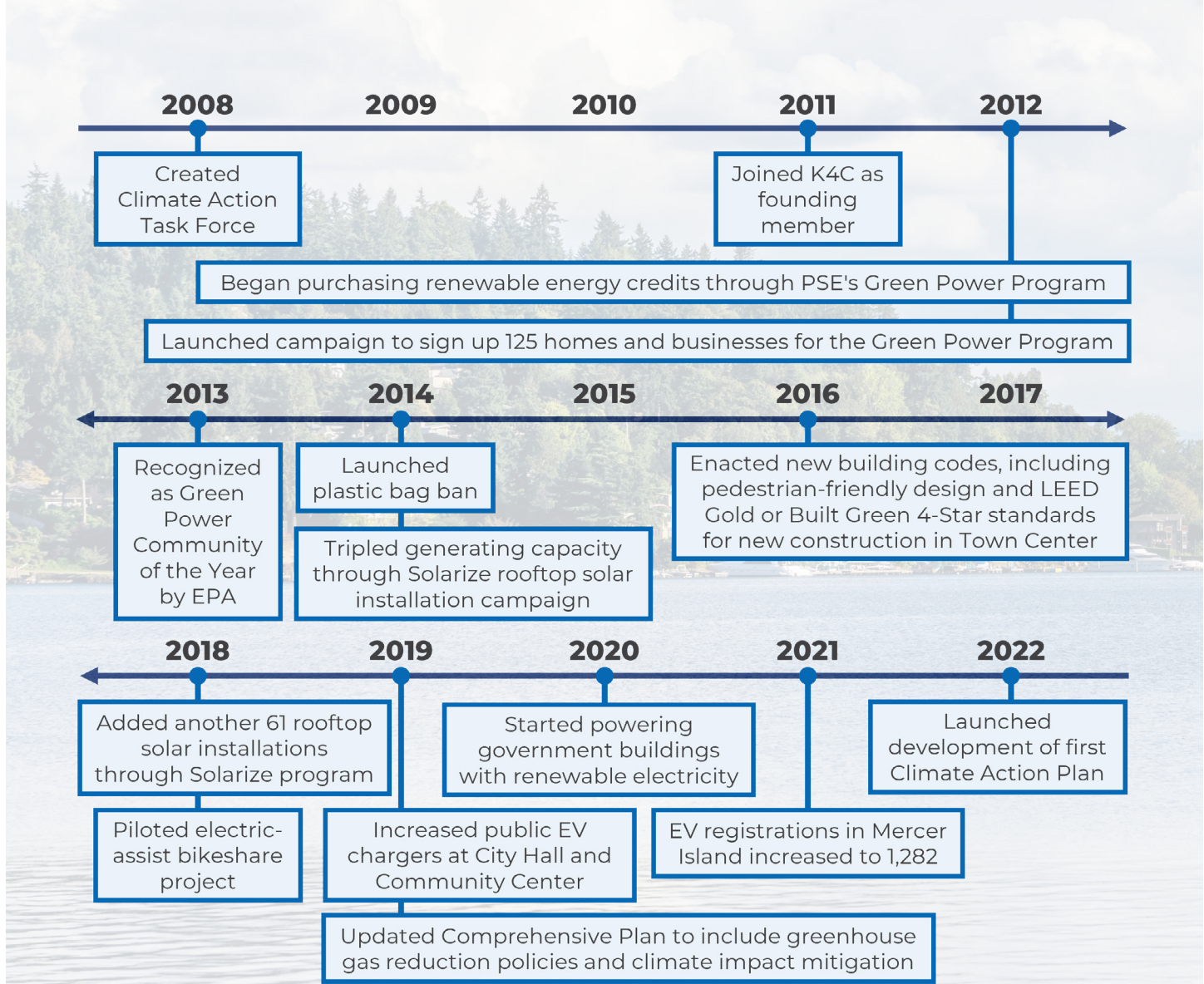
Climate change disproportionately impacts frontline communities locally, regionally, and globally, who are often the people with the least ability and resources to adapt. The Global South—regions in Latin America, Asia, Africa, and Oceania that are lower-income—is also more vulnerable to climate impacts like drought and flooding.

The global nature of climate impacts and emission reduction efforts means that Mercer Island's CAP has implications beyond its borders. By committing to climate action, Mercer Island is helping to reduce local and global inequities caused and amplified by climate change.

6 [Climate change impacts in King County](#)

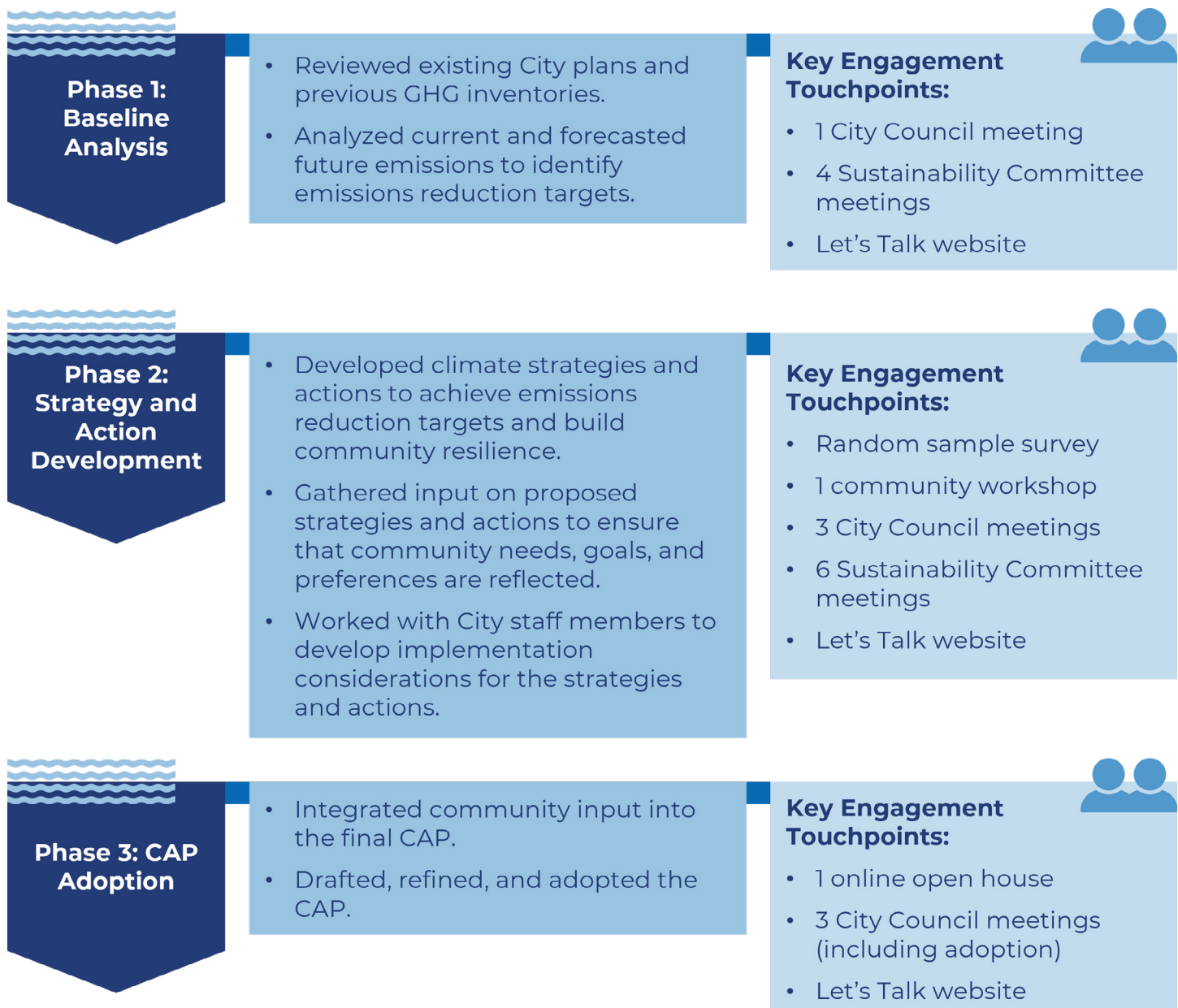
MERCER ISLAND CLIMATE ACTION TO DATE

This plan builds upon Mercer Island's long history of environmental programs, policies, and accomplishments. In 2007, the City first committed to GHG reductions of 80% by 2050. In 2011, Mercer Island was a founding member of the King County-Cities Climate Collaboration (K4C)—a partnership between local King County jurisdictions that aims to share knowledge and resources to accelerate and enhance regional climate action. Through this partnership, Mercer Island has adopted stronger GHG reduction targets, most recently updated in April 2022. In pursuit of these targets and fostering sustainability more broadly on the Island, **the City has demonstrated local environmental leadership** through numerous programs and initiatives, some of which are highlighted below.



PLAN DEVELOPMENT PROCESS

The CAP was developed through a **multi-phase process informed by data, climate science, and community, staff, and City Council input**. The results of a comprehensive GHG analysis and forecast (described in detail in the "[Greenhouse Gas Emissions](#)" on [page 19](#)) were used to identify GHG emissions reduction targets and the key strategies and actions needed to meet these goals.



Community Engagement

Development of this plan incorporated community feedback through a range of platforms, including:

- Two community **workshops**
- **Tabling** events during Earth Day and at Summer Celebration
- A formal **public comment period** where residents were invited to review and provide feedback on the draft plan
- Two public **surveys**
- Ongoing engagement throughout the process via the online “**Let’s Talk**” platform



Themes from community engagement



Overall support for Mercer Island taking action to address climate change.



Concern over climate impacts (e.g., air quality and extreme heat) and support for enhancing community resilience.



Strong interest in advancing climate action through incentives, education, and outreach.



Desire to see climate change integrated into City planning efforts.



Consistent support for tree planting, protection of the natural environment, and access to open space.

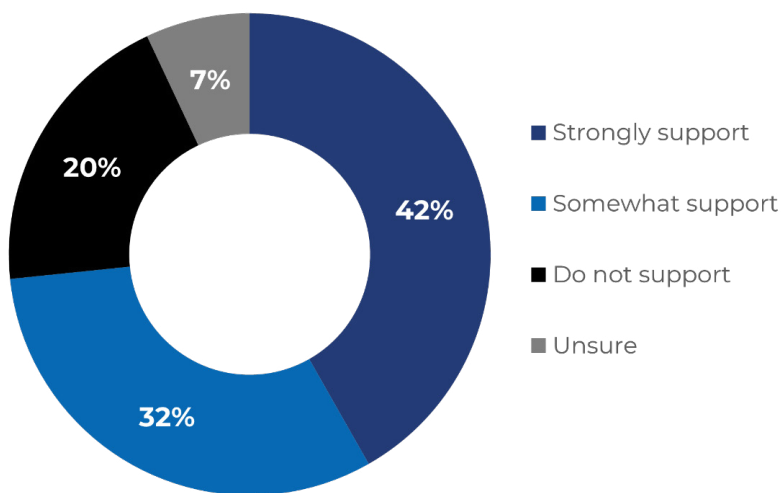


Frequent mention of residential or community solar, electrified transportation, an expanded bike lane network, strengthened green building codes, and air quality.

Random Sample Community Survey

The engagement strategy included a random sample community survey administered by mail to 2,500 randomly selected residents (10% of Mercer Island's population)⁷ to gather feedback on proposed CAP strategies and actions. Survey results informed prioritization of potential CAP actions. Key findings from the survey are summarized below. "[Appendix D. Survey Summary](#)" provides the full detail on survey results.

- The majority of survey respondents (74%) strongly or somewhat supported all proposed climate actions.



Top 5 Most Supported Actions:

- CD 2.3** | Expand repair & reuse programs
- NS 2.1** | Water efficient landscaping standards
- CD 2.2** | Local retail options
- BE 1.6** | Solar panel expansion
- CR 1.2** | Adaptation incentives

Community Priorities:

- Improved resiliency to climate impacts was the top ranked solution for addressing climate change on Mercer Island.
- Worsening air quality was ranked as the most concerning climate related threat.

⁷ With 264 responses, the survey achieved an overall 95% confidence level with a +/- 6% margin of error

CLIMATE IMPACTS

Mercer Island is already facing economic, health and ecosystem impacts from climate change, and the community will continue to experience more intense and frequent **extreme heat events, wet winters, dry summers, and smoky days.**



Increased Temperatures: Heat waves across the Puget Sound are projected to intensify and King County is expected to average 20.1 extreme heat days per year in the 2050s and 40.9 in the 2080s.^{8,9}

Warmer temperatures can increase the risk of heat-related illness and death

Rising temperatures can increase vector-borne (e.g., mosquitos and ticks) and water-borne diseases

Extreme heat can disrupt and deteriorate energy, building, water, and road or rail infrastructure



Variable Precipitation: While annual precipitation trends will still be variable in the future, the precipitation intensity in Mercer Island is expected to increase by 26% by the 2050s.^{10,11}

Extreme rain can increase risk of mudslides and urban flooding, which can damage homes, businesses, and roads, especially during winter

Heavy rains can lead to more polluted runoff, which can cause increased nutrient loading to Lake Washington and more frequent algal blooms

Less summer and fall precipitation can mean prolonged exposure to wildfire smoke or poor air quality



Wildfire Smoke: The combination of warmer temperatures, less snowpack, increased drought, and historic land use is expected to increase annual fire danger days by 50% by 2050 and increase the number of wildfire smoke days in the future.¹²

Wildfire smoke degrades air quality which can harm human health and quality of life

Wildfires can disrupt energy infrastructure and grid reliability

Who is most vulnerable?

The effects of climate change are not felt equally across communities. Frontline communities have higher exposure and are more sensitive and less able to adapt to climate change. Climate change exacerbates existing social inequities and puts the heaviest burden on our most vulnerable community members, including people with low incomes, communities of color, immigrants, indigenous peoples, children, older persons, persons with disabilities or chronic medical conditions, and households that speak a language other than English.

⁸ [Extreme heat days under an RCP 8.5 scenario for years 2040-2069](#)

⁹ Extreme heat days can be measured as the change in the number of days per year with a maximum humidex value over 90°F relative to 1980-2009. Humidex is a measure of "experienced" temperature and includes measures of both temperature and humidity.

¹⁰ [Precipitation intensity under an RCP 8.5 scenario for the years 2040-2069](#)

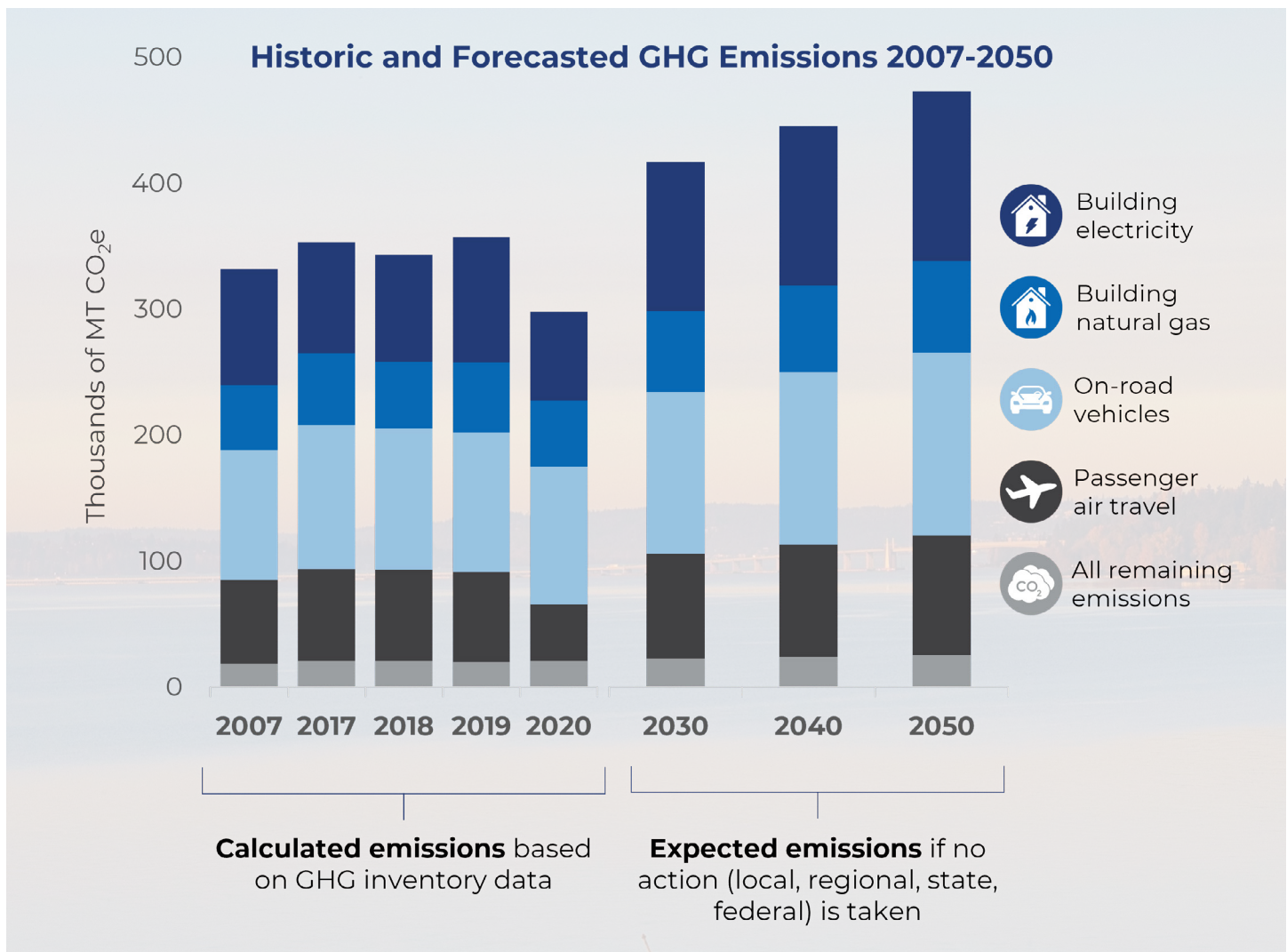
¹¹ Mercer Island spans 4 quadrants of the heavy precipitation tool; 26% is the median of the 4 quadrants (cells 72-61, 72-61, 73-61, 73-62), ranging from a precipitation intensity of 24-28%.

¹² [Wildfire danger in the Western U.S.](#)

GREENHOUSE GAS EMISSIONS

Greenhouse gas emissions are generated primarily from human activities related to transportation, energy used in buildings, solid waste disposal, and other activities that require the burning of fossil fuels. These gases trap heat in the atmosphere, making the planet warmer and changing local climate patterns.

As shown in the graph below, **Mercer Island's largest sources of community emissions are consistently from on-road vehicles, building electricity, building natural gas, and passenger air travel.**¹³

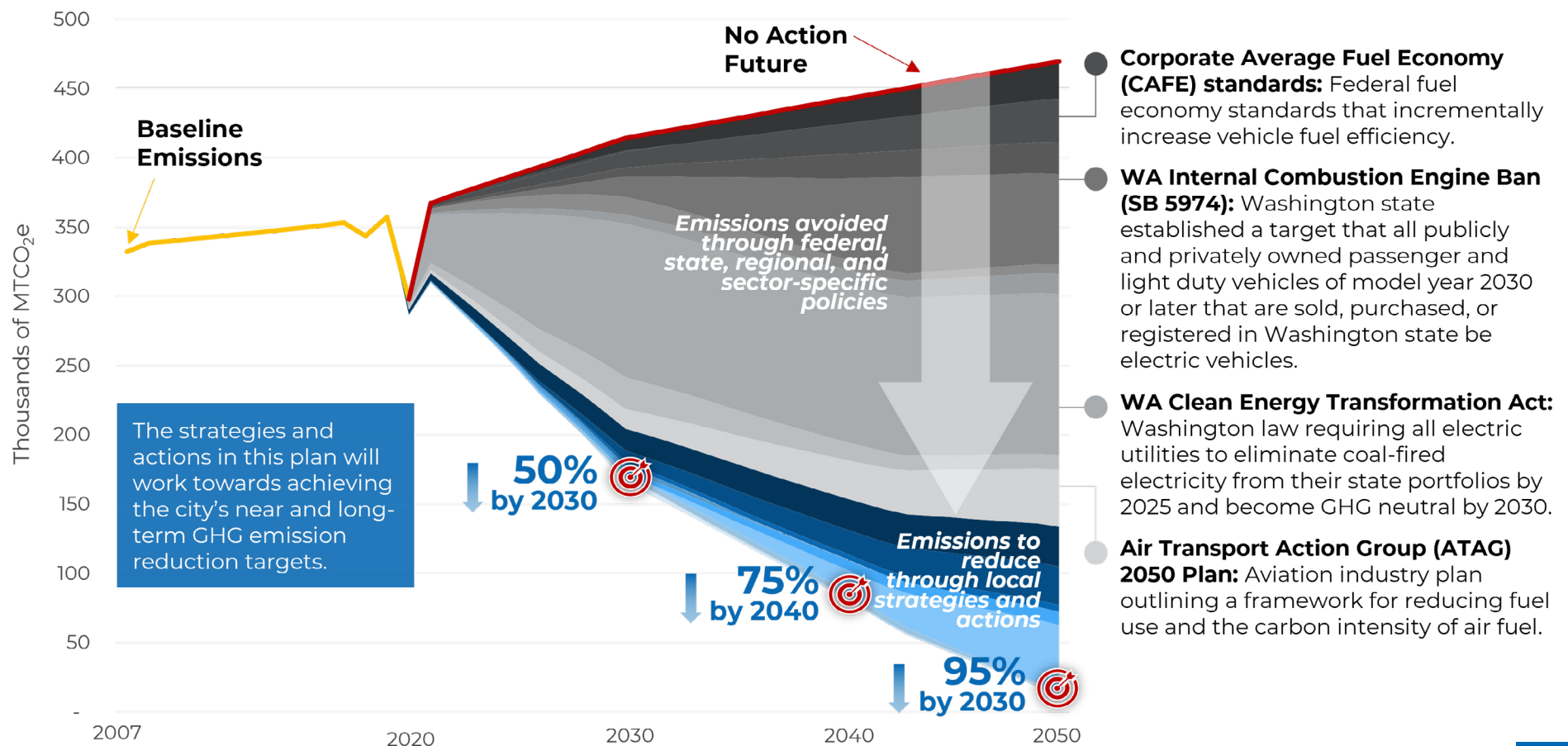


¹³ The reduction in 2020 emissions was due primarily to reduced travel during the COVID-19 pandemic.

Emissions Reduction Targets

As a founding member of K4C, Mercer Island has been actively working to reduce GHG emissions for more than 15 years. **The graph below details a pathway for meeting the shared K4C targets** to achieve 50%, 75%, and 95% emissions reductions from a 2007 baseline by 2030, 2040, and 2050, respectively.

As the graph shows, state and federal climate policies, as well as market solutions, will contribute significantly to meeting GHG reduction goals. The remaining emissions will need to be reduced through local strategies and actions, such as those detailed in this plan.





STRATEGIES & ACTIONS

Strategies & Actions

The strategies and actions in this CAP represent 54 high impact actions to chart a path for the community to meet emissions reduction targets and prepare for the impacts from climate change. The King County Climate Action Plan Toolkit and other sources informed this final list of strategies and actions.

Strategies and actions were first assessed based on costs to the City, impact (GHG emissions reduction or increased resilience), and feasibility of implementing the action. Feedback from the community, City Council, and staff informed and helped prioritize the final strategies and actions (see [“Appendix B. Multi-Criteria Analysis”](#) for more details on this action prioritization process). The [“Implementation Plan”](#) on page 38 provides details on the City’s plan for implementing CAP actions.

Strategies and actions are organized into six major focus areas, each with a specific goal and set of targets, strategies, and actions. Each piece works together to achieve the City’s collective GHG emissions reduction and climate resiliency goals.



Icons

The following icons indicate actions that advance equity, are strongly supported by the community, or have been selected as early actions.



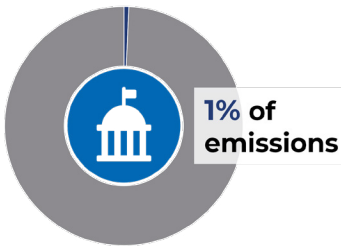
Equity: Action has the potential to enhance equity or reduce historic or current disparities among underserved communities.



Community support: Action is strongly supported by the community.



Early action: High priority action for early implementation, based on action’s relative impact and feasibility.



CROSS-CUTTING & MUNICIPAL

City operations account for **1% of total emissions**, with most emissions coming from employee commutes and the municipal vehicle fleet. The City is committed to reducing these emissions and leading by example.



Focus Area Goal: Reduce overall community and municipal GHG emissions, integrate climate considerations into City reporting and decision-making, and encourage community members to participate in local climate action.

Strategy	KPI/Metric	2030 Target	2050 Target
Engage and support community climate action.	Reduction in community GHG emissions (MTCO ₂ e)	50% below 2007 baseline levels	95% below 2007 baseline levels and net zero emissions.
Reduce climate impacts of municipal operations.			
Institutionalize climate considerations into City planning & decision-making.	Reduction in municipal GHG emissions (MTCO ₂ e)	100% (Carbon neutral)	100% (Carbon neutral)


Reducing GHG Emissions Through Green Power

While the City's municipal operations account for only about 1% of the community's overall GHG emissions, the City is taking important steps to reduce its energy-related emissions. Between 2017 and 2020, the City has reduced municipal GHG emissions by around 36%, thanks to a 20-year agreement with the Puget Sound Energy (PSE) Green Direct program to fund construction of a central Washington windfarm and purchase the 100% renewable electricity to power all municipal buildings and facilities.




Island residents are also advancing local green energy by participating in the voluntary PSE Green Power program, which allows residents to invest in local renewable energy projects through an added fee on their monthly energy bills. Participation in the Green Power program on the Island has more than tripled over the past decade.





Strategy #1: Engage and support community climate action.


Action ID	Short name	Action description	Icons
CC1.1	Low carbon schools	Support local schools in integrating climate and sustainability education into curriculum and adopting low carbon solutions in their building operations. This may include working with the schools on energy efficiency and electrification, waste reduction and recycling, and sustainable purchasing.	
CC1.2	Climate advocacy and partnerships	Advocate for legislation that supports local climate mitigation and adaptation efforts. Continue to partner with neighboring cities and other regional groups to advance regional initiatives to reduce greenhouse gas emissions and increase adaptive capacity.	
CC1.3	Climate outreach/education	<p>Develop a climate outreach and education campaign or program to support ongoing community engagement in climate actions. Initiatives may include:</p> <ul style="list-style-type: none"> • Climate challenges, competitions, and climate pledges aimed at inspiring friendly competition among residents and businesses. • Educational campaigns focused on addressing common misinformation related to home energy use and other everyday activities (e.g., the benefits of using cold v. hot water for laundry). • Resource sharing campaigns, such as "renewable energy" or "energy efficiency" home tours in which neighbors learn from each other on how to implement renewable energy or energy efficient upgrades in their homes. 	

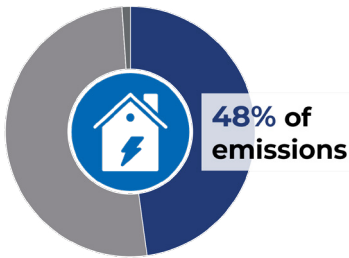
Strategy #2: Reduce climate impact of municipal operations.

Action ID	Short name	Action description	Icons
CC2.1	CTR participation & incentives	Encourage Mercer Island employers to offer work from home and flexible work schedules for employees.	
CC2.2	Alternative commuting incentives	Reduce the drive alone rate for City employees through incentives and by improving commute options by site location. Preserve flexible scheduling and remote work options for staff.	
CC2.3	City green building guidelines	Develop green building guidelines to inform future municipal building designs.	
CC2.4	Municipal fleet electrification	Electrify the municipal vehicle fleet.	

Action ID	Short name	Action description	Icons
CC2.5	Municipal energy retrofits	Complete energy efficiency retrofits on existing municipal equipment and buildings.	
CC2.6	Environmentally Preferable Purchasing Policy	Develop and implement a municipal Environmental Preferable Purchasing Policy that prioritizes products with the lowest environmental impact. The policy will guide purchasing decisions within each department, including vehicle and fuel purchases, and construction materials.	
CC2.7	Municipal renewable energy storage	Expand solar installation and build renewable energy storage systems on City property.	

Strategy #3: Institutionalize climate considerations into City planning & decision-making.

Action ID	Short name	Action description	Icons
CC3.1	GHG tracking & reporting	Continue to maintain a publicly available online dashboard that tracks and reports on CAP and GHG reduction progress on an annual basis. Report to City Council and the community on progress annually.	
CC3.2	Climate-informed City decision-making	Apply a climate lens to City decision-making around major activities, capital projects, and initiatives.	



BUILDINGS & ENERGY

Mercer Island's buildings and energy account for **48% of total emissions**, making this sector the community's **second largest emissions source**. Emissions from electricity account for 28% of total emissions, followed by emissions from natural gas (16%), refrigerants (4%), and propane and fuel oil (1%).






Focus Area Goal: Reduce GHG emissions from buildings by reducing energy use, electrifying buildings, and transitioning to clean and reliable renewable energy sources.



Strategy	KPI/Metric	2030 Target	2050 Target
Transition to non-fossil building energy.	Reduction in building GHG emissions (MTCO ₂ e)	78% reduction compared to 2019	97% reduction compared to 2019
	Reduction in building natural gas, propane, & fuel oil consumption (MMBtu)	35% reduction compared to 2019	92% reduction compared to 2019
Reduce energy use in new and existing buildings.	Reduction in communitywide energy use (MMBtu)	22% reduction compared to 2019	63% reduction compared to 2019

Strategy #1: Transition to non-fossil building energy.

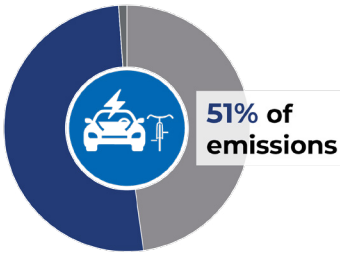
Action ID	Short name	Action description	Icons
BE1.1	Heat pump rebates & education	Partner with PSE and other regional partners to expand regional electric heat pump pilot programs and campaigns to replace natural gas-powered furnaces and increase energy efficiency in existing commercial and residential properties.	
BE1.2	Expand solar energy storage & grid resiliency	Accelerate improvements to the energy grid and storage to facilitate the transition to renewable energy sources. Improvements may include subsidy and grant programs to reduce the cost of battery storage in existing buildings and electric vehicle charging/storage system installations.	
BE1.3	Contractor incentive & training program	Work with regional jurisdictions and agencies to expand upstream and midstream incentives for building electrification retrofits to local distributors and contractors. Create or promote a contractor training and/or certification program focused on efficient, electric heat pump installation.	
BE1.4	Building code updates	Implement new building codes as required by the Washington State Building Code Council to transition from natural gas to electricity in new construction.	

Action ID	Short name	Action description	Icons
BE1.5	Furnace and water heater replacement “burn out” program	Research the development of a “burn-out” program to incentivize the replacement of fossil fuel furnaces or water heaters with available high efficiency electric alternatives. Consider future policies to require high efficiency electric replacements at time of upgrade.	
BE1.6	Solar panel expansion	Partner with PSE and other regional partners to promote state and federal renewable energy incentives to fund onsite residential and commercial solar power projects.	
BE1.7	Green Power Program	Host education programs and conduct outreach events to encourage businesses and residents to enroll in Puget Sound Energy's (PSE) Green Power Program.	
BE1.8	Electric panel upgrades	Promote electric panel upgrades upon sale and/or rental turnover for residential and commercial properties to facilitate an easier transition to clean electricity buildings and vehicles.	

Strategy #2: Reduce energy use in new and existing buildings.

Action ID	Short name	Action description	Icons
BE2.1	Energy efficiency incentives and programs	Partner with PSE and other local jurisdictions and organizations to provide and promote energy efficiency incentives and rebate programs for residents and businesses. Partner to offer free home energy audits and upgrade programs for income-eligible residents.	
BE2.2	Green building campaigns	Develop a program to promote green building for residential and commercial properties, including education opportunities.	
BE2.3	Promote Washington Clean Buildings Act	Build awareness of the Washington Clean Buildings Act that requires all new and existing commercial buildings over 50,000 s.f. to reduce their Energy Use Intensity ¹⁴ 15% compared to the 2009-2018 average. Connect commercial building owners with state resources to learn more about the requirements of the Act.	
BE2.4	Point-of-sale green building requirements	Consider local or regional policies related to point-of-sale disclosures. Policy considerations may include disclosure of energy use, energy retrofits, or other considerations at point of sale.	

¹⁴ Energy use intensity refers to the energy consumed per square foot of building space.



TRANSPORTATION

Transportation is Mercer Island's largest GHG emissions source, accounting for **51% of total communitywide emissions**. Most of these emissions come from on-road vehicles and aviation, which account for 28% and 20% of total emissions, respectively. The remaining transportation emissions come from off-road vehicles/equipment (including recreational boats), which account for 3% of total emissions.



Focus Area Goal: Reduce GHG emissions from transportation by transitioning to EVs, expanding multimodal transportation options, and improving cycling and pedestrian networks.

Strategy	KPI/Metric	2030 Target	2050 Target
Plan for expansion of EV infrastructure and fleet electrification.	Proportion of vehicles that are EVs	65% of new passenger vehicles 20% of all registered Vehicles	100% of all vehicles
	Reduction in average vehicle carbon intensity (MTCO ₂ e/mile)	44% reduction compared to 2019	96% ¹⁵ reduction compared to 2019
	Reduction in on-road transportation emissions (MTCO ₂ e)	45% reduction compared to 2019	96% reduction compared to 2019
Reduce vehicle travel and decarbonize offroad equipment	Reduction in overall vehicle miles traveled (passenger + freight)	1%-20% reduction compared to 2019 ¹⁶ <i>Target still under review – to be finalized for final plan</i>	5%-50% reduction compared to 2019 <i>Target still under review – to be finalized for final plan</i>
Reduce air travel emissions.	<ul style="list-style-type: none"> Reduction in regional aviation fuel use Reduction in aviation fuel carbon intensity 	<ul style="list-style-type: none"> 5% reduction in regional aviation fuel use compared to 2019 10% reduction in aviation fuel carbon intensity compared to 2019 	<ul style="list-style-type: none"> 15% reduction in regional aviation fuel use compared to 2019 95% reduction in aviation fuel carbon intensity compared to 2019



¹⁵ Remaining vehicle emissions in 2050 are generated from electricity emissions tied to EVs.


¹⁶ VMT reduction targets are still being determined based on the latest regional transportation projections and also K4C goals.

Strategy #1: Plan for expansion of EV infrastructure and fleet electrification.


Action ID	Short name	Action description	Icons
TR1.1	Public EV infrastructure plan	Develop and implement an EV Charging Infrastructure Plan, in collaboration with PSE, that guides expansion of EV charging capacity throughout the city. The plan will include analysis and recommendations on the facilities and infrastructure required for the City and the Mercer Island School District to meet 2030 and 2050 fleet electrification goals. The plan will also include a readiness and capacity study to evaluate increasing EV charging at commercial and residential properties citywide. The Plan will identify an implementation strategy including partnerships, funding, and future policy recommendations.	
TR1.2	Electric school buses	Engage the Mercer Island School District on the development of the EV Infrastructure Plan to ensure site readiness for bus and fleet electrification.	
TR1.3	State EV resource advocacy	Advocate for State resources to fund EV infrastructure planning.	
TR1.4	EV charging incentives & rebates	Explore and develop incentives in partnership with the State and other partners to expand EV charging capacity at commercial and residential properties.	
TR1.5	EV education & outreach	Develop education and outreach programs and materials to educate residents on the benefits of EVs, available EV incentives and rebates to purchase vehicles, EV charger locations, and other information to facilitate EV adoption.	

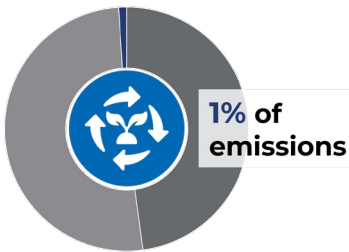
Strategy #2: Reduce vehicle travel and decarbonize offroad equipment.

Action ID	Short name	Action description	Icons
TR2.1	Update the Pedestrian and Bicycle Plan	Update the Pedestrian and Bicycle Plan, as identified in the Transportation Improvement Plan for completion in the 2026-2027 biennium. Updates to the Plan will incorporate the results of the ADA Transition Plan, evaluate the use of urban street design guidelines such as NACTO, and identify/evaluate projects to provide a preliminary scope of work, and timeline for future improvements.	
TR2.2	Last-mile light rail connection	Support programs that provide multi-modal last-mile connections to the light rail station, such as through walking, biking, transit, and electric vehicle. Programs could include reintroduction of bike/scooter share programs.	

Action ID	Short name	Action description	Icons
TR2.3	Town Center Parking Study implementation	Encourage the use of alternative transportation by expanding time limited parking in Town Center and implementing other recommendations identified in the Town Center Parking Study.	
TR2.4	Electric lawn & construction equipment	Encourage the use of electric gardening equipment (e.g., lawn mowers, leaf blowers) through educational campaigns, rebates, and incentives.	

Strategy #3: Reduce aviation emissions.

Action ID	Short name	Action description	Icons
TR3.1	Air travel alternatives	Provide education materials around alternatives to air travel for conferences and business travel.	
TR3.2	State and federal aviation industry advocacy	Advocate for state and federal legislation aimed at decarbonizing the aviation sector.	
TR3.3	Regional aviation coordination	Support regional and industrial efforts to reduce regional aviation emissions by promoting the use of sustainable aviation fuel and adoption of aviation fuel efficiency measures.	



CONSUMPTION & DISPOSAL

Solid waste disposal and wastewater treatment account for **1% of community wide GHG emissions**. Consuming products also creates “upstream” emissions from the energy and fuel used to produce and distribute goods and materials.

The City can reduce these emissions by promoting consumption and increasing waste diversion. In addition to reducing emissions, waste prevention and diversion can also reduce pollution and litter. Sustainable consumption, in turn, supports Mercer Island businesses by promoting local goods.





Focus Area Goal: Reduce community waste and the GHG emissions associated with the consumption and disposal of goods and materials.

Strategy	KPI/Metric	2030 Target	2050 Target
Reduce waste generation & landfill disposal.	Diversion of waste from landfills	70% diversion rate	70% diversion rate
		Zero waste of edible food	Zero waste of edible food
	Reduction in landfill waste (tons)	11% reduction compared to 2019	60% reduction compared to 2019
	Reduction in solid waste GHG emissions (MTCO ₂ e)	81% reduction compared to 2019	86% reduction compared to 2019
	Diversion of C&D waste from landfills	85% of C&D waste diverted	85% of C&D waste diverted
Consume sustainably.	Reduction in community waste generated, including solid waste, recycling, and compost	No net increase in waste generation compared to 2019 levels	Reduce overall waste generation by 10% compared to 2019 levels

Strategy #1: Reduce waste generation & landfill disposal.

Action ID	Short name	Action description	Icons
CD1.1	Recycling space/access requirements	Evaluate new construction requirements and consider policy requirements to ensure adequate space for recycling and compost collection.	
CD1.2	Mandatory composting/recycling	Phase in new state mandates for residential and commercial recycling and composting, and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high.	

Strategy #2: Consume sustainably.

Action ID	Short name	Action description	Icons
CD2.1	Community gardens	Encourage the development of community gardens at churches, community facilities, multi-family properties, and in other areas.	
CD2.2	Local retail options	Collaborate with the Chamber of Commerce to promote local retail shopping, including programs, marketing, and other seasonal campaigns. Explore potential collaboration with City's Thrift Shop.	
CD2.3	Expand repair/reuse programs	Support community reuse programs (e.g., tool libraries, Buy Nothing groups, repair cafés) to promote a circular economy.	
CD2.4	Low carbon building materials	Partner with contractors and architects to promote carbon-sequestering and low carbon building materials in new construction and renovations. Support State requirements for disclosing and/or limiting embodied carbon emissions of buildings or policies focused on reducing the use of specific materials.	



NATURAL SYSTEMS

Natural systems (e.g., trees, soil) store and capture carbon from the atmosphere and provide important climate resiliency services. For example, natural cooling from tree shade reduces extreme heat stress and decreases energy demand for air conditioning. Conserving valuable water resources also helps ensure that Mercer Island is resilient against future droughts and can maintain a healthy water supply in the years ahead.



Focus area goal: Foster climate resilient natural landscapes by protecting vital habitats, ecosystems, and natural resources, and conserving water resources.

Strategy	KPI/Metric	2030 Target	2050 Target
Increase urban tree canopy and green space.	Increase in tree canopy acreage (% of city coverage) ¹⁷	Maintain current canopy and increase canopy by 5% compared to 2018 ¹⁸ <i>Target still under review – to be finalized for final plan</i>	Maintain current canopy and increase canopy by 15% – <i>Target still under review – to be finalized for final plan</i>
Foster healthy & resilient natural systems.	Change in ecosystem function (forest age & diversity, invasives removal, stream daylighting)	Restored ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>	Improved ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>




Strategy #1: Increase urban tree canopy and green space.

Action ID	Short name	Action description	Icons
NS1.1	Tree planting incentive program	Develop programs to support and encourage residents and large property owners to plant the right tree in the right place and sustain existing trees with reduced cost or free trees. Offer tree-awareness campaigns and classes to educate the community and develop tree planting demonstration programs.	
NS1.2	Tree planting programs	Enhance City-led street tree planting in the right-of-way and assess long-term stewardship needs; and promote street frontage plantings by businesses.	

¹⁷ Target applies only to land acreage that could support tree canopy.

¹⁸ The most recent tree canopy assessment was completed in 2018.

Strategy #2: Foster healthy & resilient natural systems.

Action ID	Short name	Action description	Icons
NS2.1	Water-efficient landscape standards	Utilize educational campaigns to encourage drought-resistant and/or native landscaping and design. Work with landscape companies to educate and incentivize drip irrigation and smart management and technology. Develop demonstration programs.	
NS2.2	Water conservation incentives	Partner with regional water conservation groups, such as the Saving Water Partnership, to develop and advertise incentives and installation programs to retrofit inefficient water fixtures.	
NS2.3	Green stormwater infrastructure	Promote green stormwater infrastructure and low impact development (LID) through education and demonstration programs.	
NS2.4	Greywater reuse education	Develop campaigns to educate residents and businesses on the financial and environmental benefits of reusing rainwater and greywater.	



COMMUNITY RESILIENCE

Increasing community resilience—the community’s ability to adapt and respond to unavoidable climate impacts—is a necessary part of effective climate action.



Focus area goal: Ensure that all Mercer Island residents are prepared for current and future climate impacts.



Strategy	KPI/Metric	2030 Target	2050 Target
Increase resilience of community members to climate impacts.	Participation in public programs devoted to climate resilience	10% increase	20% increase
Prepare infrastructure & emergency services for climate change.	Number of residents served by emergency response programs and departments	100% of residents	

Strategy #1: Increase resilience of community members to climate impacts.

Action ID	Short name	Action description	Icons
CR1.1	Personal preparedness for wildfire smoke	Partner with Puget Sound Clean Air Agency and other regional organizations to educate the community on how to plan for and address periods of low air quality due to wildfire smoke. Opportunities include HVAC filter upgrades, DIY filter fans, use of masks, pet care, and other planning and safety tips.	
CR1.2	Adaptation incentives	Support and advocate for State and Federal rebate and incentive programs to encourage the installation of low-emissions space-cooling devices on residential and commercial properties (e.g., cool roofs, green roofs, cool pavement, ceiling fans, air filters).	
CR1.3	Urban flood management	Assess areas most at risk for flooding and ensure emergency systems are prepared to address flooding emergencies.	

Strategy #2: Prepare infrastructure & emergency services for climate change.

Action ID	Short name	Action description	Icons
CR2.1	Hazard Mitigation Plan update	Partner with King County on the next update to the Countywide Hazard Mitigation Plan (timeline estimated in 2025) to ensure climate impacts are included in plan update.	

Action ID	Short name	Action description	Icons
CR2.2	Emergency management planning and response	Review and update City's emergency management plans to ensure readiness to respond to climate emergencies, such as providing community cooling centers and air shelters in case of extreme heat and wildfires. Ensure communication materials are developed and ready for quick deployment during climate emergencies.	
CR2.3	Electric grid resiliency	Encourage the State to implement requirements to improve the resiliency of the electric network, including the undergrounding of power lines.	



IMPLEMENTATION PLAN

Implementation Plan

The City will need to collaborate with local, regional, and State organizations, the community, and local businesses to implement CAP actions. This section addresses key implementation considerations and provides a framework for CAP implementation.

[Appendix A. Implementation Matrix](#) details the implementation plan for each individual action.

OVERSIGHT, ACCOUNTABILITY & FUNDING

Some key components of successful implementation are clear roles and responsibilities and annual progress reports. Upon adoption of this plan, the City will do the following:

- Prepare an **annual report** for City Council and the community on implementation, challenges and overall progress on meeting GHG reduction goals.
- Develop **budget and work plan recommendations** for City Council consideration each biennium to support CAP recommended actions.
- Pursue **grants and partnership** opportunities to support implementation of CAP actions.
- Identify CAP related **advocacy items** for inclusion in the City's annual legislative priorities.

MONITORING, EVALUATION, & REPORTING

Monitoring, evaluating, and reporting on CAP programs and policies is important to understanding the City's progress and will include:

- **Conducting a communitywide GHG inventory** every two years, ideally aligned with partner cities in King County's Eastside.
- **Updating the Climate Action Plan** approximately every 10 years, incorporating lessons learned from CAP implementation, updated climate science, and new or revised targets, strategies, and actions.
- **Regularly updating the City's CAP webpage** so that community members can stay informed, get involved with implementation, and track progress toward goals and targets.

COMMUNITY INVOLVEMENT

Community support and participation are key to achieving community-wide emission reduction and climate resilience goals. Community members can support CAP implementation in a variety of ways, including:

- **Participating** in new and ongoing climate initiatives.
- **Promoting** public education and engagement campaigns by staying informed and sharing opportunities with friends, family, and neighbors.
- **Volunteering** to help with implementation of CAP actions.
- **Advocating** for additional funding by engaging with local, regional, State and Federal representatives.

The City will continue to engage with the community throughout implementation of the CAP. In 2023 and 2024, the City work plan includes expanding the [heat pump rebate and installation program](#), continuing the Mercer Island [Climate Challenge](#), and seeking funding for public EV charger planning and installation.

[Appendix A. Implementation Matrix](#) below details the implementation plan for each individual action.

Appendix A. Implementation Matrix

The Implementation Matrix below outlines the key factors that the City will consider in implementing each action in the CAP. The Matrix is organized as follows:

Timeline for implementation	The expected timeline to start implementing the action. See <i>Timeline Key</i> below for additional details.
Cost range	The estimated annual cost to the City for implementing an action. See <i>Cost Key below</i> for additional details.
Lead department(s)	The City department(s) that will ultimately be responsible for overseeing the implementation of an action.
Outside partner(s)	Known local and regional partner(s) who will support implementation.
Implementation considerations	The general factors that the City considered in determining the timeframe for implementing actions and will consider in implementing an action moving forward.

IMPLEMENTATION PLAN KEYS

Timeline

Ongoing (O)	Action is already underway and/or is part of existing City programs.
Near term (NT)	City will begin implementing action within the next 1-3 years.
Mid-term (MT)	City will begin implementing action within the next 4-6 years.
Long term (LT)	City will begin implementing action within the next 7-10 years, or more.

Cost

\$	Action implementation will not incur additional cost beyond current staffing, programs, etc. or will require minimal new cost (<\$10k)
\$ \$	Action implementation is expected to cost \$10K-\$25K
\$ \$ \$	Action implementation is expected to cost \$25-\$50K
\$ \$ \$ \$	Action implementation is expected to cost \$50-100K
\$ \$ \$ \$ \$	Action implementation is expected to cost \$100K or more

Lead Department

CM	City Manager	PD	Police Department
CPD	Community Planning & Development	PR	Parks & Recreation
FD	Fire Department	PW	Public Works
HR	Human Resources	SP	Sustainability Program
MI-Emerg	Emergency Preparedness	YFS	Youth & Family Services

Partners

CC	Chamber of Commerce	NIM	Neighbors in Motion
ECP	Eastside Climate Partnership	PSCAA	Puget Sound Clean Air Agency
EKCCC	East King County Chambers Coalition	PSE	Puget Sound Energy
EPA	Environmental Protection Agency	PSRC	Puget Sound Regional Council
K4C	King County-Cities Climate Collaboration	RCC	Regional Code Collaboration
KCLS	King County Library System	SPU	Seattle Public Utilities
KCM	King County Metro	ST	Sound Transit
KCOEM	King County Office of Emergency Management	Sust-MI	Sustainable-Mercer Island
MI-CAN	MI Climate Action Now	WSDOE	Washington State Department of Ecology
MISD	Mercer Island School District	WSDOT	Washington State Department of Transportation

Icons



Action may require a code change to implement



Indicates a near term action that may require substantial time to implement and thus should start right away.



Early win—an action that can be implemented early and quickly.


MATRIX

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC1.1	Low carbon schools	Support local schools in integrating climate and sustainability education into curriculum and adopting low carbon solutions in their building operations. This may include working with the schools on energy efficiency and electrification, waste reduction and recycling, and sustainable purchasing.	O	\$\$	SP, CM, CPD	King County, MISD, KCLS, CC, EnviroStars	<ul style="list-style-type: none"> City currently coordinates with MISD on a number of long-term planning needs; action will build upon this work.
CC1.2	Climate advocacy and partnerships	Advocate for legislation that supports local climate mitigation and adaptation efforts. Continue to partner with neighboring cities and other regional groups to advance regional initiatives to reduce greenhouse gas emissions and increase adaptive capacity.	O	\$\$	SP, CM	K4C, CC, EKCCC	<ul style="list-style-type: none"> Annual legislative agenda process is well established.


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC1.3	Climate outreach/ education	<p>Develop a climate outreach and education campaign or program to support ongoing community engagement in climate actions. Initiatives may include:</p> <ul style="list-style-type: none">• Climate challenges, competitions, and climate pledges aimed at inspiring friendly competition among residents and businesses.• Educational campaigns focused on addressing common misinformation related to home energy use and other everyday activities (e.g., the benefits of using cold v. hot water for laundry).• Resource sharing campaigns, such as "renewable energy" or "energy efficiency" home tours in which neighbors learn from each other on how to implement renewable energy or energy efficient upgrades in their homes.	O	\$\$\$	SP	Sust-MI, MI-CAN, MISD, EnviroStars, CC, ECP	★ Early win —action will build upon and expand existing work and outreach, including the ongoing MI Climate Challenge.



Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC2.1	CTR participation & incentives	Encourage Mercer Island employers to offer work from home and flexible work schedules for employees.	NT	\$\$	SP, CPD	KCM, ST	<ul style="list-style-type: none">The City does not currently participate in a formal CTR program, although the City utilizes flexible work schedules to reduce employee travel.State regulations only require businesses with over 100 full-time employees in one location to participate, meaning only a few large employers in MI may qualify.
CC2.2	Alternative commuting incentives	Reduce the drive alone rate for City employees through incentives and by improving commute options by site location. Preserve flexible scheduling and remote work options for staff.	O	\$\$	SP, HR	KCM, ST	<ul style="list-style-type: none">Remote work surged during the pandemic and the City now offers many options for alternative or flex schedules.Additional gains for nearby City buildings may come with the opening of light rail and for more distant buildings if last-mile connections established.Continue to offer hybrid options for public meetings to reduce car travel.



Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC2.3	City green building policy	Develop green building guidelines to inform future municipal building designs.	NT	\$\$\$	SP, CPD, Finance, CM	RCC, K4C	<ul style="list-style-type: none">If this type of policy work is pursued, the City should adopt existing guidelines that have proved effective.
CC2.4	Municipal fleet electrification	Electrify the municipal vehicle fleet.	O	\$\$\$\$\$	PW, SP	PSCAA, Dept of Commerce	<ul style="list-style-type: none">EV pilots have been successful and are ready to scale up as technology and equipment becomes available.Additional charging equipment and capacity upgrades (including backup power supply) will be needed to support more City EV's.Staff should continue testing effectiveness of EV and participate in pilot studies before decisions are made.Also requires Long-Term Facility Plan to be completed in addition to citywide EV Plan.



Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC2.5	Municipal energy retrofits	Complete energy efficiency retrofits on existing municipal equipment and buildings.	NT 	\$\$\$\$\$	Facilities, SP	PSE	<ul style="list-style-type: none"> Well underway; most parking lots and streetlight efficiency projects have been completed. Further retrofits (e.g., remaining LED lighting, HVAC upgrades) at most City facilities will require significant additional investment to meet current energy code. City will need to include this assessment of additional retrofits as part of the Long-Range Facilities Plan. Remaining retrofits could potentially be funded through rebates/ grants.


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC2.6	Environmentally Preferable Purchasing Policy	Develop and implement a municipal Environmental Preferable Purchasing Policy that prioritizes products with the lowest environmental impact. The policy will guide purchasing decisions within each department, including vehicle and fuel purchases, and construction materials.	LT	\$\$	Finance, SP, CM	CC	<ul style="list-style-type: none"> Must be factored into City operational budgets before implementing. West Coast Climate & Materials Mgmt. Forum: Climate Friendly Purchasing Toolkit could serve as a starting point and a good resource to support implementation. Consider integrating with a “Buy Local” initiative for City operations.
CC2.7	Municipal renewable energy storage	Expand solar installation and build renewable energy storage systems on City property.	MT/LT	\$\$\$\$	SP, Finance	Dept of Commerce, PSE, MISD	<ul style="list-style-type: none"> Continue to apply for cost-sharing grants. Explore potential for additional school roofs to go solar.
CC3.1	GHG tracking & reporting	Continue to maintain a publicly available online dashboard that tracks and reports on CAP and GHG reduction progress on an annual basis. Report to City Council and the community on progress annually.	O	\$\$\$	SP	PSE, Recology, PSRC	<ul style="list-style-type: none"> ★ Early win—data exists on website and will be enhanced as an outcome of CAP. Will include GHG inventory and other Key Performance Indicators (KPI's).

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC3.2	Climate-informed City decision-making	Apply a climate lens to City decision-making around major activities, capital projects, and initiatives.	NT	\$\$	SP, CM, Finance	0	<ul style="list-style-type: none"> The strategies and actions adopted in the final CAP will serve as a guidepost for City actions. Invest in climate training for staff, boards and commissions, and City Council to continue to grow knowledge and understanding of the subject.
BE1.1	Heat pump rebates & education	Partner with PSE and other regional partners to expand regional electric heat pump pilot programs and campaigns to replace natural gas-powered furnaces and increase energy efficiency in existing commercial and residential properties.	O	\$\$\$\$	SP	ECP, K4C, Sust-MI, MI-CAN	<ul style="list-style-type: none"> Explore opportunities to expand current work on pilot program using WSU CEEP Energy Efficiency Grant with other Eastside Cities.
BE1.2	Expand solar energy storage & grid resiliency	Accelerate improvements to the energy grid and storage to facilitate the transition to renewable energy sources. Improvements may include subsidy and grant programs to reduce the cost of battery storage in existing buildings and electric vehicle charging/storage system installations.	NT 	\$\$\$	SP	PSE	<ul style="list-style-type: none"> Work would initially be mostly grant applications. May also involve lobbying activity.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
BE1.3	Contractor incentive & training program	Work with regional jurisdictions and agencies to expand upstream and midstream incentives for building electrification retrofits to local distributors and contractors. Create or promote a contractor training and/or certification program focused on efficient, electric heat pump installation.	O	\$\$	SP	RCC, K4C	<ul style="list-style-type: none"> Primarily lobbying effort to increase incentives. Contractor training would be best attempted as regional effort.
BE1.4	Building code updates 	Implement new building codes as required by the Washington State Building Code Council to transition from natural gas to electricity in new construction.	MT	\$\$\$	CPD, SP	RCC	<ul style="list-style-type: none"> WA Building Code Council requires all-electric (i.e., heat pump) space and water heating by July 2023 for new commercial & multi-family buildings, as well as new single-family homes.
BE1.5	Furnace and water heater replacement "burn out" program 	Research development of a "burn-out" program to incentivize the replacement of fossil fuel furnaces or water heaters with available high efficiency electric alternatives. Consider future policies to require high efficiency electric replacements at time of upgrade.	NT	\$\$	SP, CPD	RCC, K4C	<ul style="list-style-type: none"> Best attempted as a regional or statewide effort. City will need to seek grant funding for the program. Policy development could impact staffing needs in CPD, particularly related to electrical inspections. City will need to carefully evaluate policy implementation and costs before pursuing.



Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
BE1.6	Solar panel expansion 	Partner with PSE and other regional partners to promote state and federal renewable energy incentives to fund onsite residential and commercial solar power projects.	MT	\$\$	SP	PSE, K4C	<ul style="list-style-type: none"> Evaluate update to City land use code allowing more than 20% roof coverage for non-residential buildings outside Town Center. Continue to apply for Department of Commerce solar grants.
BE1.7	Green Power Program	Host education programs and conduct outreach events to encourage businesses and residents to enroll in Puget Sound Energy's (PSE) Green Power Program.	NT	\$\$	SP	PSE, CC, EKCCC	<ul style="list-style-type: none"> ★ Early win—continue work that has already led to high participation. Program participation is also included as part of the MI Climate Challenge.
BE1.8	Electric panel upgrades 	Promote electric panel upgrades upon sale and/or rental turnover for residential and commercial properties to facilitate an easier transition to clean electricity buildings and vehicles.	MT	\$\$	CPD, SP	RCC	<ul style="list-style-type: none"> An educational campaign would be fairly straightforward; but if mandated, this would be a major undertaking with significant staff impacts. Best suited as a regional or Statewide partnership.


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
BE2.1	Energy efficiency incentives and programs	Partner with PSE and other local jurisdictions and organizations to provide and promote energy efficiency incentives and rebate programs for residents and businesses. Partner to offer free home energy audits and upgrade programs for income-eligible residents.	NT	\$\$\$\$\$	SP	PSE	<ul style="list-style-type: none"> Contingent on State grant funding; encourage PSE to restart Home Energy Assessments.
BE2.2	Green building campaigns 	Develop a program to promote green building for residential and commercial properties including education opportunities.	MT	\$	SP, CPD	RCC, K4C, Master Builders, CC, EKCCC	<ul style="list-style-type: none"> Focus on campaigns and education encouraging residential and commercial property owners to consider alternatives when they rebuild or remodel.
BE2.3	Promote Washington Clean Buildings Act	Build awareness of the Washington Clean Buildings Act that requires all new and existing commercial buildings over 50,000 s.f. to reduce their Energy Use Intensity 15% compared to the 2009-2018 average. Connect commercial building owners with state resources to learn more about the requirements of the Act.	LT 	\$	SP, CPD	PSE, CC	<ul style="list-style-type: none"> SP and CPD may be able to underscore the outreach work that Department of Commerce and PSE have already done. March 2022 expansion of Clean Buildings Act means City facilities (all of which are <50,000 sq ft) will need to begin reporting by June 2027.


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
BE2.4	Point-of-sale green building requirements 	Consider local or regional policies related to point-of-sale disclosures. Policy considerations may include disclosure of energy use, energy retrofits, or other considerations at point of sale.	MT	\$\$\$	SP, CPD	tbd	
TR1.1	Public EV Infrastructure Plan	<p>Develop and implement an EV Charging Infrastructure Plan, in collaboration with PSE, that guides expansion of EV charging capacity throughout the city. The plan will include analysis and recommendations on the facilities and infrastructure required for the City and the Mercer Island School District to meet 2030 and 2050 fleet electrification goals. The plan will also include a readiness and capacity study to evaluate increasing EV charging at commercial and residential properties citywide.</p> <p>The Plan will identify an implementation strategy including partnerships, funding, and future policy recommendations.</p>	NT	\$\$\$\$\$	SP	K4C	<ul style="list-style-type: none">• Consider adding chargers to ROW parking or streetlights.• May occur as a joint K4C initiative.


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
TR1.2	Electric school buses	Engage the Mercer Island School District on the development of the EV Infrastructure Plan to ensure site readiness for bus and fleet electrification.	NT	\$\$	SP	MISD, PSCAA, EPA	<ul style="list-style-type: none">• Significant cost that would need grant support; new federal grants coming 2023 (EPA).• MISD fast chargers would offer alternatives for City EV's.
TR1.3	State EV resource advocacy	Advocate for State resources to fund EV infrastructure planning.	NT	\$\$	SP, CM	K4C	<ul style="list-style-type: none">• Primarily a lobbying effort and part of K4C platform.
TR1.4	EV charging incentives & rebates	Explore and develop incentives in partnership with the State and other partners to expand EV charging capacity at commercial and residential properties.	NT	\$\$\$	SP	K4C	<ul style="list-style-type: none">• Primarily a lobbying effort.
TR1.5	EV education & outreach	Develop education and outreach programs and materials to educate residents on the benefits of EVs, available EV incentives and rebates to purchase vehicles, EV charger locations, and other information to facilitate EV adoption.	O	\$\$	SP	Sust-MI	<ul style="list-style-type: none">• Action builds on outreach underway, but City website needs a dedicated page for this information.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
TR2.1	Update the Pedestrian and Bicycle Plan	Update the Pedestrian and Bicycle Plan, as identified in the Transportation Improvement Plan for completion in the 2026-2027 biennium. Updates to the Plan will incorporate the results of the ADA Transition Plan, evaluate the use of urban street design guidelines such as NACTO, and identify/evaluate projects to provide a preliminary scope of work, and timeline for future improvements.	MT	\$\$\$\$\$	PW, SP	MISD, NIM, ST, WSDOT, KCM	<ul style="list-style-type: none">Scheduled for 2026-2027 Biennium in the current Transportation Improvement Plan (TIP); could potentially be moved up with sufficient funding.
TR2.2	Last-mile light rail connection	Support programs that provide multi-modal last-mile connections to the light rail station, such as through walking, biking, transit, and electric vehicle. Programs could include reintroduction of bike/scooter share programs.	NT	\$\$\$\$\$	SP, PW	Bikeshare companies, KCM, ST	<ul style="list-style-type: none">Coordinate potential bike/ped projects with TIP, and with recent parking study.Continue to explore bike/scooter-share pilots.
TR2.3	Town Center Parking Study implementation	Encourage the use of alternative transportation by expanding time limited parking in Town Center and implementing other recommendations identified in the Town Center Parking Study.	NT	\$	PD, PW, CPD, SP	0	<ul style="list-style-type: none">Builds on recent parking study; final recommendations are pending.
TR2.4	Electric lawn & construction equipment	Encourage the use of electric gardening equipment (e.g., lawn mowers, leaf blowers) through educational campaigns, rebates, and incentives.	MT	\$\$\$	SP	PSCAA	


Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
TR3.1	Air travel alternatives	Provide education materials around alternatives to air travel for conferences and business travel.	LT	\$\$	SP	K4C	<ul style="list-style-type: none"> High GHG reduction action but requires regional, State, and Federal collaboration to determine approach.
TR3.2	State and federal aviation industry advocacy	Advocate for state and federal legislation aimed at decarbonizing the aviation sector.	MT	\$	SP, CM	Port of Seattle; EKCCC K4C	<ul style="list-style-type: none"> Primarily lobbying effort.
TR3.3	Regional aviation coordination	Support regional and industrial efforts to reduce regional aviation emissions by promoting the use of sustainable aviation fuel and adoption of aviation fuel efficiency measures.	NT 	\$	SP, CM	K4C; Port of Seattle	<ul style="list-style-type: none"> Primarily requires regional collaboration.
CD1.1	Recycling space/access requirements 	Evaluate new construction requirements and consider policy requirements to ensure adequate space for recycling and compost collection.	MT	\$\$	SP, CPD	RCC,	

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CD1.2	Mandatory composting/ recycling 	Phase in new state mandates for residential and commercial recycling and composting, and enforce sorting by an identified year, especially for multi-family buildings and commercial properties where contamination is high.	MT	\$\$	SP, CPD	RCC, Recology, CC	<ul style="list-style-type: none"> Ensure that all City facilities also compost food waste. Facilitate Recology outreach to multi-family and commercial properties. Partner with Chamber of Commerce to highlight businesses that already compost. Reinforce King County's existing Construction & Demolition debris recycling rules through outreach. Older multi-family facilities have been reluctant to add composting due to loading dock space.
CD2.1	Community gardens	Encourage the development of community gardens at churches, community facilities, multi-family properties, and in other areas.	NT	\$\$	PR, SP	Pea Patch Users	★ Early Win —Action builds on enhanced promotion, recruitment, and expansion underway for existing plots at Community Center.
CD2.2	Local retail options	Collaborate with the Chamber of Commerce to promote local retail shopping, including programs, marketing, and other seasonal campaigns.	O/NT	\$\$	CPD	CC	<ul style="list-style-type: none"> Eligible for renewed Economic Development grant from Port of Seattle.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CD2.3	Expand repair/reuse programs	Support community reuse programs (e.g., tool libraries, Buy Nothing groups, repair cafés) to promote a circular economy. Explore potential collaboration with City's Thrift Shop.	MT	\$	SP	King County, Sust-MI, KCLS	
CD2.4	Low carbon building materials 	Partner with contractors and architects to promote carbon-sequestering and low carbon building materials in new construction and renovations. Support State requirements for disclosing and/or limiting embodied carbon emissions of buildings or policies focused on reducing the use of specific materials.	O	\$\$	SP, CPD	RCC; K4C	<ul style="list-style-type: none"> Best as a regional/state initiative. Evaluate building code amendment to allow mass timber construction.
NS1.1	Tree planting incentive program	Develop programs to support and encourage residents and large property owners to plant the right tree in the right place, and sustain existing trees with reduced cost or free trees. Offer tree-awareness campaigns and classes to educate the community, and develop tree planting demonstration programs.	O	\$\$\$	CPD, PR, SP	0	<ul style="list-style-type: none"> Tree giveaways must also consider suitable care and watering over the first 5 years. May need to add incentive. Most of the available planting space is on private land.
NS1.2	Tree planting programs	Enhance City-led street tree planting in the right-of-way and assess long-term stewardship needs; and promote street frontage plantings by businesses.	NT	\$\$	PW, CPD	0	<ul style="list-style-type: none"> City has strong tree retention regulations in place. Focus on encouraging planting (and care) of street trees.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
NS2.1	Water-efficient landscape standards 	Utilize educational campaigns to encourage drought-resistant and/or native landscaping and design. Work with landscape companies to educate and incentivize drip irrigation and smart management and technology. Develop demonstration programs.	MT	\$\$	SP, CPD	SPU	<ul style="list-style-type: none"> Action builds on Green Building education program. Continue 2x/year rain barrel discounted sales. City could resume historic program providing free audits and subsidized design assistance but would need new resources to support. Evaluate requirements for drip irrigation for new tree plantings.
NS2.2	Water conservation incentives	Partner with regional water conservation groups, such as the Saving Water Partnership, to develop and advertise incentives and installation programs to retrofit inefficient water fixtures.	O	\$\$\$	SP, PW	Saving Water Partnership	<ul style="list-style-type: none"> Continue to promote conservation campaigns. Renew focus at regional level.
NS2.3	Green stormwater infrastructure	Promote green stormwater infrastructure and low impact development through education and demonstration programs.	LT	\$\$\$\$\$	SP, PW	KC; WADOE	<ul style="list-style-type: none"> All new development must comply with State stormwater regulations and include low impact development (LID) where feasible. Ensure that future storm intensity is considered in design phase (see UW Climate Impacts Group's tool).

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
NS2.4	Greywater reuse education	Develop campaigns to educate residents and businesses on the financial and environmental benefits of reusing rainwater and greywater.	MT	\$\$	PW, SP	SPU, KC	<ul style="list-style-type: none"> Current Water System Plan contemplates future exploration of greywater reuse opportunities. City should borrow from regional educational materials.
CR1.1	Personal preparedness for wildfire smoke	Partner with Puget Sound Clean Air Agency and other regional organizations to educate the community on how to plan for and address periods of low air quality due to wildfire smoke. Opportunities include HVAC filter upgrades, DIY filter fans, use of masks, pet care, and other planning and safety tips.	MT	\$\$	SP, MIPD-Emerg	PSCAA	<ul style="list-style-type: none"> Simple and low-cost.
CR1.2	Adaptation incentives	Support and advocate for State and Federal rebate and incentive programs to encourage the installation of low-emissions space-cooling devices on residential and commercial properties (e.g., cool roofs, green roofs, cool pavement, ceiling fans, air filters).	NT	\$\$\$\$\$	SP, CPD	Dept Commerce	<ul style="list-style-type: none"> Highly contingent on funding.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CR1.3	Urban flood management	Assess areas most at risk for flooding and ensure emergency systems are prepared to address flooding emergencies.	NT 	\$\$\$\$	PW, SP, CPD	KCOEM, SPU, WSDOE, K4C	<ul style="list-style-type: none">• Mercer Island is not in a designated flood zone, but does see some localized urban flooding.• There is less stormwater flooding now than 20 years ago due to better conveyance systems, but rainstorms are expected to intensify.• City already has significant restrictions around wetlands and watercourses, which include large buffers that restrict development.• Action could be included in next (2023 or 2024) Stormwater Plan Update.
CR2.1	Hazard Mitigation Plan update	Partner with King County on the next update to the Countywide Hazard Mitigation Plan (timeline estimated in 2025) to ensure climate impacts are included in plan update.	NT	\$\$\$	SP, MIPD-Emerg, CM, YFS, FD	KCOEM	<ul style="list-style-type: none">• Engage early in next Hazard Mitigation Plan (2025) update.• State grants available.

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CR2.2	Emergency management planning and response	Review and update City's emergency management plans to ensure readiness to respond to climate emergencies, such as providing community cooling centers and air shelters in case of extreme heat and wildfires. Ensure communication materials are developed and ready for quick deployment during climate emergencies.	O	\$\$\$	MIPD-Emerg, FD	KCOEM, PSCAA	<ul style="list-style-type: none">• Work already in place or plans underway to partner with other entities.• If additional community emergency shelters are housed in City facilities, significant HVAC upgrades would increase costs dramatically.
CR2.3	Electric grid resiliency	Encourage the State to implement requirements to improve the resiliency of the electric network, including the undergrounding of power lines.	NT	\$\$\$\$\$	CM	PSE, KC, K4C	<ul style="list-style-type: none">• Would have to be a regional or statewide solution; low cost if based mostly on advocacy/lobbying.• Very high cost to underground powerlines, but other resiliency measures might be cheaper.

Appendix B. Multi-Criteria Analysis

This memorandum describes the evaluation steps, criteria, and results for a **multi-criteria analysis (MCA)** conducted on **54 Climate Action Plan (CAP) actions**. The MCA assigns qualitative numerical scores to each evaluated action and criterion to arrive at an overall priority score for each action.





Process

The MCA includes the following steps:

1. Identified and defined each criterion and assigned weights for scoring.
2. Developed qualitative score matrix to allow for a consistent action scoring process.
3. Assigned score for each action based on the criteria definitions, resources and analyses from peer city case studies, knowledge of City context, community feedback, and experience from Cascadia Consulting Group's work with other clients. Each criterion is evaluated on a 1 to 5 scale; the scoring is explained in more detail below.

CRITERIA

The CAP project team used the following criteria and weights to evaluate the 55 actions. Each criterion was evaluated on a 1 to 5 scale.

	Criterion	Weight	Definition	Scoring
	Cost	20%	Estimated overall cost to the City to implement action	1 = Lower cost ¹⁹ 5 = Higher cost
	Impact	40%	Estimated GHG emission reduction or climate resilience potential	1 = Lower impact 5 = Higher impact
	Implementation	20%	Estimated feasibility/practicality of implementation based on regulatory and technological constraints, amount of time required to implement, and efficiency in integrating into existing City planning efforts	1 = Very difficult to implement (technology limitations, long time horizon to implement, etc.) 5 = Very easy to implement (few barriers/challenges to implementation)
	Community Support	20%	Community support for action (based on the % of respondents who indicated somewhat or strong support for the action in the random sample community survey and additional feedback provided to the City through other comment channels)	<u>Baseline scoring:</u> ²⁰ 1 = <50% support on survey 2 = 50%-65% support on survey 3 = 65%-80% support on survey 4 = 80-95% support on survey 5 = 95%+ support on survey

¹⁹ Unlike the scoring for the other criteria, a low score for cost indicates a greater benefit, whereas a high score indicates weaker benefits.

²⁰ One additional point was added if the action was identified as a community priority in other forms of engagement.

RESULTS

The following table presents the results of the MCA, organized by focus area and action ID. Blue shading indicates the top highest-scoring actions that resulted in a priority score of 3.5 or above.

The actions that received the **highest priority scores** were heat pump rebates & education (BE1.1), water-efficient landscape standards (NS2.1), contractor heat pump incentive & training program (BE1.3), and personal preparedness for wildfire smoke (CR1.1). The actions that received the **lowest priority scores** were municipal renewable energy storage (CC2.7), municipal energy retrofits (CC2.5), and municipal fleet electrification (CC2.4).

Results from the MCA were informed the CAP implementation plan, including the estimated cost range for each action as well as the timeframe for which it will be implemented.

Focus Area	Action ID	Action Short Name	Cost	Impact	Implementation	Community Support	Priority Score
Cross-Cutting & Municipal	CC1.1	Low carbon schools	2	1	3.75	5	2.95
Cross-Cutting & Municipal	CC1.2	Climate advocacy and partnerships	2	2	4.75	2	2.95
Cross-Cutting & Municipal	CC1.3	Climate outreach/education	3	2	4.75	4	3.15
Cross-Cutting & Municipal	CC2.1	CTR participation & incentives	2	2	4.5	2	2.9
Cross-Cutting & Municipal	CC2.2	Alternative commuting incentives	2	1	4	3	2.6
Cross-Cutting & Municipal	CC2.3	City green building guidelines	3	1	4.5	4	2.7
Cross-Cutting & Municipal	CC2.4	Municipal fleet electrification	5	2	3.5	4	2.5
Cross-Cutting & Municipal	CC2.5	Municipal energy retrofits	5	1	3	5	2.2
Cross-Cutting & Municipal	CC2.6	Environmentally Preferable Purchasing Policy	2	1	4.5	3	2.7
Cross-Cutting & Municipal	CC2.7	Municipal renewable energy storage	4	1	2.5	3	1.9
Cross-Cutting & Municipal	CC3.1	GHG tracking & reporting	3	1	5	4	2.8
Cross-Cutting & Municipal	CC3.2	Climate-informed City decision-making	2	2	4.75	3	3.15
Buildings & Energy	BE1.1	Heat pump rebates & education	4	5	4.25	5	4.25

Focus Area	Action ID	Action Short Name	Cost	Impact	Implementation	Community Support	Priority Score
Buildings & Energy	BE1.2	Expand solar energy storage & grid resiliency	3	3	2.75	4	3.15
Buildings & Energy	BE1.3	Contractor heat pump incentive & training program	2	4	2.5	4	3.7
Buildings & Energy	BE1.4	Building code updates	3	3	4.5	2	3.1
Buildings & Energy	BE1.5	Furnace and water heater replacement "burn out" program	2	5	1.75	2	3.55
Buildings & Energy	BE1.6	Solar panel expansion	2	3	3.5	4	3.5
Buildings & Energy	BE1.7	Green Power Program	2	3	4.25	4	3.65
Buildings & Energy	BE1.8	Electric panel upgrades	2	2	3.25	2	2.65
Buildings & Energy	BE2.1	Energy efficiency incentives and programs	5	4	4	5	3.6
Buildings & Energy	BE2.2	Green building campaigns	2	2	4.5	4	3.3
Buildings & Energy	BE2.3	Promote Washington Clean Buildings Act	2	3	4	2	3.2
Buildings & Energy	BE2.4	Point-of-sale green building requirements	3	3	2.5	2	2.7
Transportation	TR1.1	Public EV Infrastructure Plan	5	4	2.75	4	3.15
Transportation	TR1.2	Electric school buses	2	2	2.75	3	2.75
Transportation	TR1.3	State EV resource advocacy	2	2	4.5	3	3.1
Transportation	TR1.4	EV charging incentives & rebates	3	4	4.25	3	3.65
Transportation	TR1.5	EV education & outreach	2	3	4.25	4	3.65
Transportation	TR2.1	Update the Pedestrian and Bicycle Plan	5	3	4.25	4	3.05
Transportation	TR2.2	Last-mile light rail connection	5	4	3.5	4	3.3
Transportation	TR2.3	Town Center Parking Study implementation	2	2	4.75	2	2.95
Transportation	TR2.4	Electric lawn & construction equipment	3	2	4	4	3
Transportation	TR3.1	Air travel alternatives	2	2	4	2	2.8

Focus Area	Action ID	Action Short Name	Cost	Impact	Implementation	Community Support	Priority Score
Transportation	TR3.2	State and federal aviation industry advocacy	1	3	1.75	3	3.15
Transportation	TR3.3	Regional aviation coordination	1	4	1.75	3	3.55
Consumption & Disposal	CD1.1	Recycling space/access requirements	2	1	3.75	4	2.75
Consumption & Disposal	CD1.2	Mandatory composting/recycling	2	2	2.5	4	2.9
Consumption & Disposal	CD2.1	Community gardens	2	1	3.75	4	2.75
Consumption & Disposal	CD2.2	Local retail options	3	1	4.5	4	2.9
Consumption & Disposal	CD2.3	Expand repair/reuse programs	1	1	4.5	4	3.1
Consumption & Disposal	CD2.4	Low carbon building materials	2	1	3	4	2.6
Natural Systems	NS1.1	Tree planting incentive program	3	2	4.75	5	3.35
Natural Systems	NS1.2	Tree planting programs	2	2	4.5	3	3.1
Natural Systems	NS2.1	Water-efficient landscape standards	2	3	5	5	4
Natural Systems	NS2.2	Water conservation incentives	3	2	4.5	4	3.1
Natural Systems	NS2.3	Green stormwater infrastructure	5	2	4.25	4	2.65
Natural Systems	NS2.4	Greywater reuse education	2	2	4	5	3.4
Community Resilience	CR1.1	Personal preparedness for wildfire smoke	2	3	4.5	4	3.7
Community Resilience	CR1.2	Adaptation incentives	5	4	3.25	4	3.25
Community Resilience	CR1.3	Urban flood management	4	3	5	3	3.2
Community Resilience	CR2.1	Hazard Mitigation Plan update	3	2	5	3	2.95
Community Resilience	CR2.2	Emergency management planning and response	3	4	3.75	2	3.35
Community Resilience	CR2.3	Electric grid resiliency	5	4	2.25	3	2.85

Appendix C. Crosswalk Table Summarizing MCA score and Implementation Factors

The table below summarizes actions by recommended timeline for implementation and includes the MCA score. For a detailed description of the implementation plan for each action see "[Appendix A. Implementation Matrix](#)".

KEYS

Timeline

Ongoing (O)	Action is already underway and/or is part of existing City programs.
Near term (NT)	City will begin implementing action within the next 1-3 years.
Mid-term (MT)	City will begin implementing action within the next 4-6 years.
Long term (LT)	City will begin implementing action within the next 7-10 years, or more.

Icons














Action may require a code change to implement






Indicates a near term action that may require substantial time to implement and thus should start right away.

MATRIX

Action ID	Action Short Name	Timeline	MCA Score
CC1.1	Low carbon schools	O	2.95
CC1.2	Climate advocacy and partnerships	O	2.95
CC1.3	Climate outreach/ education	O	3.15
CC2.2	Alternative commuting incentives	O	2.6
CC2.4	Municipal fleet electrification	O	2.5
CC3.1	GHG tracking & reporting	O	2.8
BE1.1	Heat pump rebates & education	O	4.25
BE1.3	Contractor incentive & training program	O	3.7
TR1.5	EV education & outreach	O	3.65

Action ID	Action Short Name	Timeline	MCA Score
CD2.4	Low carbon building materials 	O	2.6
NS1.1	Tree planting incentive program	O	3.35
NS2.2	Water conservation incentives	O	3.1
CR2.2	Emergency management planning and response	O	3.35
CD2.2	Local retail options	O/NT	2.9
CC2.1	CTR participation & incentives	NT	2.9
CC2.3	City green building policy	NT	2.7
CC2.5	Municipal energy retrofits	NT 	2.2
CC3.2	Climate-informed City decision-making	NT	3.15
BE1.2	Expand solar energy storage & grid resiliency	NT 	3.15
BE1.5	Furnace and water heater replacement “burn out” program 	NT	3.55
BE1.7	Green Power Program	NT	3.65
BE2.1	Energy efficiency incentives and programs	NT	3.6
TR1.1	Public EV Infrastructure Plan	NT	3.15
TR1.2	Electric school buses	NT	2.75
TR1.3	State EV resource advocacy	NT	3.1
TR1.4	EV charging incentives & rebates	NT	3.65
TR2.2	Last-mile light rail connection	NT	3.3
TR2.3	Town Center Parking Study implementation	NT	2.95
TR3.3	Regional aviation coordination	NT 	3.55
CD2.1	Community gardens	NT	2.75
NS1.2	Tree planting programs	NT	3.1
CR1.2	Adaptation incentives	NT	3.25
CR1.3	Urban flood management	NT 	3.2
CR2.1	Hazard Mitigation Plan update	NT	2.95
CR2.3	Electric grid resiliency	NT	2.85
BE1.4	Building code updates 	MT	3.1
BE1.6	Solar panel expansion 	MT	3.5
BE1.8	Electric panel upgrades 	MT	2.65
BE2.2	Green building campaigns 	MT	3.3
BE2.4	Point-of-sale green building requirements 	MT	2.7
TR2.1	Update the Pedestrian and Bicycle Plan	MT	3.05

Action ID	Action Short Name	Timeline	MCA Score
TR2.4	Electric lawn & construction equipment	MT	3
TR3.2	State and federal aviation industry advocacy	MT	3.15
CD1.1	Recycling space/access requirements 	MT	2.75
CD1.2	Mandatory composting/recycling 	MT	2.9
CD2.3	Expand repair/reuse programs	MT	3.1
NS2.1	Water-efficient landscape standards 	MT	4
NS2.4	Greywater reuse education	MT	3.4
CR1.1	Personal preparedness for wildfire smoke	MT	3.7
CC2.7	Municipal renewable energy storage	MT/LT	1.9
CC2.6	Environmentally Preferable Purchasing Policy	LT	2.7
BE2.3	Promote Washington Clean Buildings Act	LT 	3.2
TR3.1	Air travel alternatives	LT	2.8
NS2.3	Green stormwater infrastructure	LT	2.65

Appendix D. Survey Summary

CLIMATE ACTION PLAN (CAP) COMMUNITY SURVEY SUMMARY

Survey Summary

This section provides a general summary of results from a survey administered to Mercer Island residents to gather feedback to inform the development of the city's Climate Action Plan (CAP). The full survey report is available on the Mercer Island Let's Talk page.

The survey focused on understanding **community priorities and concerns** related to climate change as well **as level of support for the proposed climate strategies/actions** in the CAP.

Findings are presented from two survey response groups, those that were included in a random sample (RS) survey sample group and those from the general public (GP). Survey questions were the same for both groups. See "[Methodology](#)" below for more details on the difference between these two survey groups.

SURVEY FORMAT:

Part 1 of the survey asked three questions to gauge the community's priorities as they relate to climate action, including climate related threats, climate related solutions, and types of climate action. Part 2 of the survey asked participants to provide feedback on their level of support for draft CAP strategies in the following four categories:

- Infrastructure-related climate strategies
- Resource conservation/sustainable development strategies
- Strategies related to electric vehicle adoption
- Other strategies under consideration

To reduce the length of the survey, individual CAP actions were consolidated into higher level strategies.

KEY FINDINGS

Across climate strategy categories, **the majority of survey respondents** (74% of random sample and 76% of general public respondents) **strongly or somewhat supported proposed strategies** (see Figure 1).

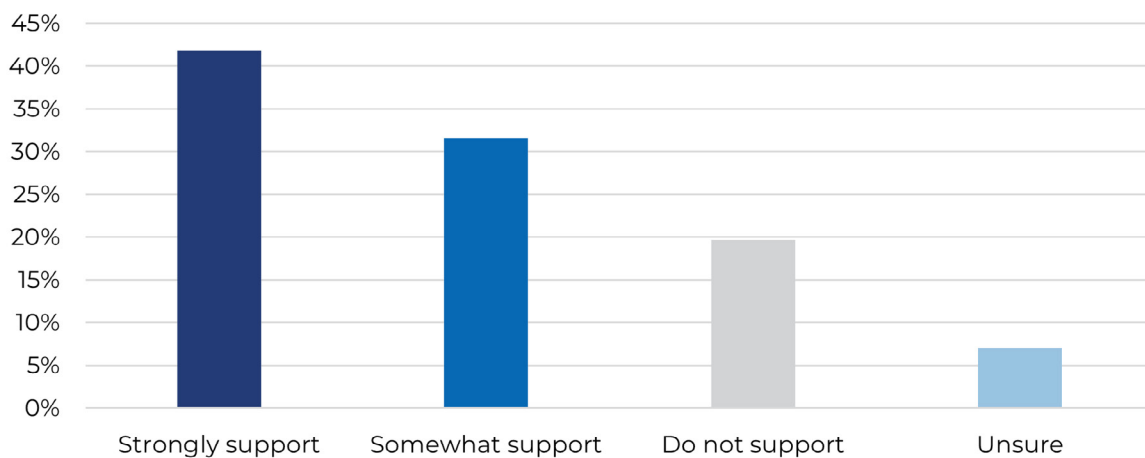


Figure 1. Average support level for all climate strategies across categories from the random sample survey. Both survey groups also expressed similar levels of support across all strategies.

Random sample (RS) Survey Trends

- By type of climate action: Over 50% of RS survey respondents **strongly supported “financial or other incentives”** as an important type of climate action. In contrast, only 15% indicated strong support for local advocacy.
- By category: On average, RS respondents **most supported** climate strategies in the **resource conservation and sustainable development** category, with an average of 58% of respondents indicating that they strongly support the proposed strategies. The next most supported category was Electric Vehicle (EV) strategies with 48% strong support, followed by infrastructure strategies with 41% strong support. On average, RS respondents **least supported** climate strategies in the **“other” category**, with an average of 36% of respondents indicating that they strongly support the proposed strategies.
- By solution: The majority of random sample survey respondents (32%) rated improved resiliency to climate change impacts as the most important climate-related solution, followed by renewable energy sources.

- By strategy:
 - › High support:
 - When asked about level of support for specific climate strategies, **“increasing recycling, compost, and reuse of goods and materials”** received the **highest level of support**, with 94% of RS survey respondents indicating strong or some support.
 - Other strategies that received high levels of support include “promote water efficient landscaping and irrigation,” “support/promote local retail,” and “expand tree planting.”
 - › Low support:
 - The strategy **“advocate for a state carbon tax”** received the **lowest level of support** across strategies, with only 40% of RS survey respondents indicating strong or some support.
 - Other strategies that received lower levels of support include “promote air travel alternatives,” “require all-electric new construction for single-family homes,” and “allow higher density housing near light rail.”

METHODOLOGY

The survey was mailed to a random sample of 2,500 households within the boundaries of the City of Mercer Island on September 25, 2022. The random sample of addresses was unique to this survey and not the same address list used in the Parks, Recreation, and Open Space (PROS) Plan surveys from early 2020–21. Reminder postcards were mailed to the same 2,500 households on October 3, 2022.

An online version of the survey was also available and posted to the City’s Let’s Talk engagement website. Respondents had the option to select the mailed or online survey. Each respondent from the random sample was given a unique ID number that they entered in order to submit an online survey or paper survey. Responses that matched these unique ID numbers were considered part of the random sample survey. All other responses were included in the general public survey. Only one survey response was allowed per household.

Information about the survey was provided on the City’s website home page and on the *Let’s Talk* Climate Action Plan webpage. It was also promoted via multiple social media postings, E-newsletters, and in the local newspaper. The survey closed on 11/8/2022.

Overall, the RS survey had a 10% response rate with 264 responses received (176 submitted via mail and 88 online). Receiving 264 responses allowed the City to achieve a 95% level of confidence with a +/-6% margin of error. The GP survey had 123 responses. In total, 387 survey responses were recorded.



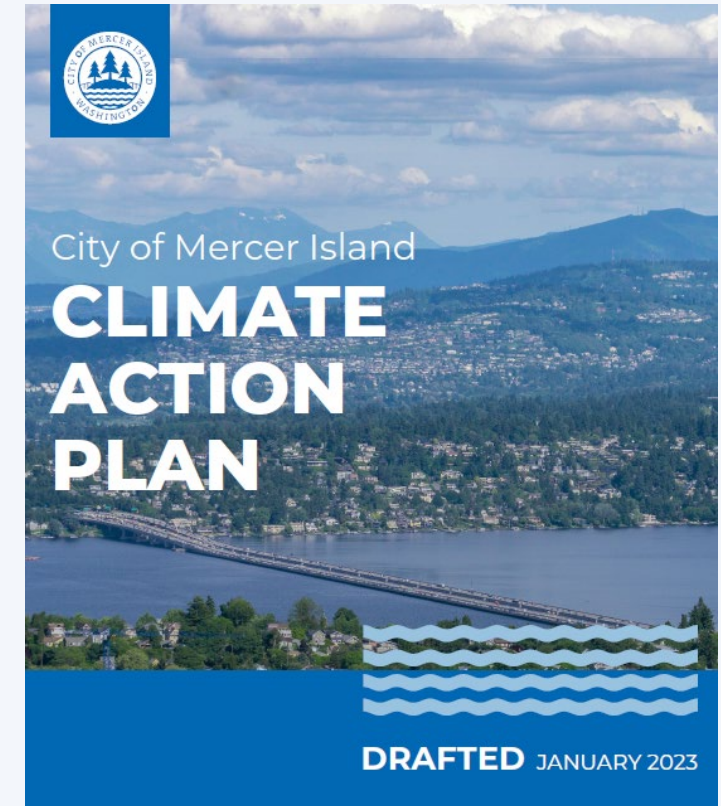
AB 6216

**MI Climate Action Plan:
Draft MICAP Handoff**

January 17, 2023

Agenda

- **Previous Work**
- **CAP Contents/Structure**
- **Public Comment**
- **Next Steps and Schedule**
- **Discussion**





Recent CAP History

Where Are We in the CAP Process?

Sept/Oct:

- Conduct and analyze community-wide random sample survey

Nov:

- Present survey results (Nov 15 Mtg)
- Refine GHG actions w/staff and consultant team
- Perform Multi-Criteria Analysis (MCA)

Dec:

- Develop Implementation Plan
- Begin CAP drafting

Jan:

- Publish Draft CAP for 4-week review











CAP Contents and Structure

Four main sections

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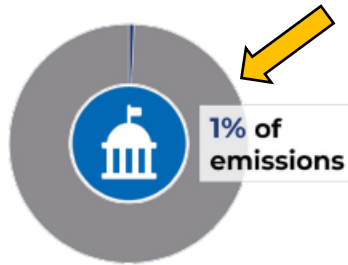


Six Focus Areas

	Focus area	Future vision
	Cross-Cutting & Municipal	Community members and City government are informed and active in local climate action—working together to meet emission reduction targets.
	Buildings & Energy	Residents live and work in energy efficient buildings powered by clean, renewable energy.
	Transportation	Low-to-no carbon transportation options are safe, clean, accessible, affordable, and widely used.
	Consumption & Disposal	The community practices circular economy principles, reducing the amount of resources used, reusing and repurposing materials, and recycling and composting what's left.
	Natural Systems	The community protects, conserves, and restores our natural systems, landscapes, and habitats.
	Community Resilience	People and ecosystems are healthy, thriving, and can respond and adapt to climate change.


Summary
from Page 2

Focus Areas, Goals & Strategies



CROSS-CUTTING & MUNICIPAL


City operations account for **1% of total emissions**, with most emissions coming from employee commutes and the municipal vehicle fleet. The City is committed to reducing these emissions and leading by example.

 Focus Area Goal: Reduce overall community and municipal GHG emissions, integrate climate considerations into City reporting and decision-making, and encourage community members to participate in local climate action.			
Strategy	KPI/Metric	2030 Target	2050 Target
Engage and support community climate action.	Reduction in community GHG emissions (MTCO ₂ e)	50% below 2007 baseline levels	95% below 2007 baseline levels and net zero emissions.
Reduce climate impacts of municipal operations.			
Institutionalize climate considerations into City planning & decision-making.	Reduction in municipal GHG emissions (MTCO ₂ e)	100% (Carbon neutral)	100% (Carbon neutral)

- Starts on page 21.
- Primary area of focus for review and feedback.
- Screenshot at left is example.

Actions

Strategy #1: Engage and support community climate action.

Action ID	Short name	Action description	Icons
CC1.1	Low carbon schools	Support local schools in integrating climate and sustainability education into curriculum and adopting low carbon solutions in their building operations. This may include working with the schools on energy efficiency and electrification, waste reduction and recycling, and sustainable purchasing.	
CC1.2	Climate advocacy and partnerships	Advocate for legislation that supports local climate mitigation and adaptation efforts. Continue to partner with neighboring cities and other regional groups to advance regional initiatives to reduce greenhouse gas emissions and increase adaptive capacity.	
CC1.3	Climate outreach/education	Develop a climate outreach and education campaign or program to support ongoing community engagement in climate actions. Initiatives may include: <ul style="list-style-type: none"> • Climate challenges, competitions, and climate pledges aimed at inspiring friendly competition among residents and businesses. • Educational campaigns focused on addressing common misinformation related to home energy use and other everyday activities (e.g., the benefits of using cold v. hot water for laundry). • Resource sharing campaigns, such as "renewable energy" or "energy efficiency" home tours in which neighbors learn from each other on how to implement renewable energy or energy efficient upgrades in their homes. 	

- Starts on page 21.
- Primary area of focus for review and feedback.
- Multiple actions associated with each focus area and strategy.
- Screenshot at left is example.



Implementation

MATRIX

Action ID	Action Short Name	Action Description	Timeline	Cost Range	Lead Department	Outside Partners	Implementation Considerations
CC1.1	Low carbon schools	Support local schools in integrating climate and sustainability education into curriculum and adopting low carbon solutions in their building operations. This may include working with the schools on energy efficiency and electrification, waste reduction and recycling, and sustainable purchasing.	O	\$\$	SP, CM, CPD	King County, MISD, KCLS, CC, EnviroStars	<ul style="list-style-type: none"> City currently coordinates with MISD on a number of long-term planning needs; action will build upon this work.
CC1.2	Climate advocacy and partnerships	Advocate for legislation that supports local climate mitigation and adaptation efforts. Continue to partner with neighboring cities and other regional groups to advance regional initiatives to reduce greenhouse gas emissions and increase adaptive capacity.	O	\$\$	SP, CM	K4C, CC, EKCCC	<ul style="list-style-type: none"> Annual legislative agenda process is well established.





- Starts on page 38.
- This is where we begin to contemplate the timeline for the various actions.



Multi-Criteria Analysis

CRITERIA

The CAP project team used the following criteria and weights to evaluate the 55 actions. Each criterion was evaluated on a 1 to 5 scale.

	Criterion	Weight	Definition	Scoring
	Cost	20%	Estimated overall cost to the City to implement action	1 = Lower cost ²⁹ 5 = Higher cost
	Impact	40%	Estimated GHG emission reduction or climate resilience potential	1 = Lower impact 5 = Higher impact
	Implementation	20%	Estimated feasibility/practicality of implementation based on regulatory and technological constraints, amount of time required to implement, and efficiency in integrating into existing City planning efforts	1 = Very difficult to implement (technology limitations, long time horizon to implement, etc.) 5 = Very easy to implement (few barriers/challenges to implementation)
	Community Support	20%	Community support for action (based on the % of respondents who indicated somewhat or strong support for the action in the random sample community survey and additional feedback provided to the City through other comment channels)	<u>Baseline scoring:</u> ²⁰ 1 = <50% support on survey 2 = 50%-65% support on survey 3 = 65%-80% support on survey 4 = 80-95% support on survey 5 = 95%+ support on survey

- Starts on page B-1.
- Assigns a score to each of the actions based on the weights to the left.

Summary of MCA and Implementation

MATRIX

Action ID	Action Short Name	Timeline	MCA Score
CC1.1	Low carbon schools	O	2.95
CC1.2	Climate advocacy and partnerships	O	2.95
CC1.3	Climate outreach/ education	O	3.15
CC2.2	Alternative commuting incentives	O	2.6
CC2.4	Municipal fleet electrification	O	2.5
CC3.1	GHG tracking & reporting	O	2.8
BE1.1	Heat pump rebates & education	O	4.25
BE1.3	Contractor incentive & training program	O	3.7
TR1.5	EV education & outreach	O	3.65

- Starts on page C-1.
- Summarizes implementation and the MCA score.





Public Comment

Several Ways to Comment

Centralized Access:

- Draft CAP & all supporting documents hosted on Let's Talk (150 new visits)
letstalk.mercergov.org

Primary comment method:

- Link to interactive platform allowing notes/questions to be posted directly onto the online CAP document (120 visitors so far)

Other options:

- Download the full CAP and read at leisure
- Send emails and/or comment letters to sustainability@mercerialand.gov

Analysis:

- Comments to be gathered and analyzed for common themes
- Results will be presented at next March 7 Council Meeting



Online Comment Platform



Utility, Transportation, and Sustainability Proj



Climate Action Plan

The City's Climate Action Plan will be needed to reduce community GHG emissions.

[View Project](#)



Climate Action Plan



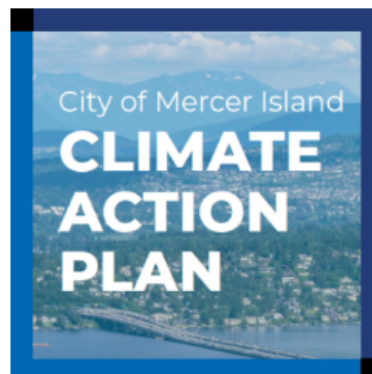
The City of Mercer Island is writing its first ever **Climate Action Plan (CAP)** to guide the government, business, and resident actions needed to reduce the community's greenhouse gas (GHG) emissions and protect our environment.

Widespread citizen participation will be critical to ensure that planning is a success and that the City hears what's most important to the community. This page will be used for the public engagement components of the process, such as gathering feedback via public comment, online surveys, Q&A, and it also provides easy access to supporting documents and presentations.

Other outreach tools such as workshops, pop-up events, and public meetings will also be used throughout the 10-month CAP process. The CAP is expected to be adopted by the City Council in the first Quarter of 2023. [Read our 2-page explainer summarizing the CAP process.](#)

The Draft CAP is now open for comment from Jan 11 thru Feb 7, 2023 -- see below!

To learn more about climate change in general and view other GHG information, visit the main CAP website at www.mercerisland.gov/CAP



[Home](#)
[My Comments](#)
[Register](#)
[Log In](#)

City of Mercer Island Climate Action Plan

Mercer Island Draft Climate Action Plan

We invite you to engage with us!

We're glad you're here! Please view the Draft Climate Action Plan (CAP) document below to learn how the City of Mercer Island plans to reduce greenhouse gas (GHG) emissions to meet its goals of a 50% reduction by 2030, 75% by 2040, and 95% no later than 2050. The City of Mercer Island has been leading the development of its CAP for the past 14 months ([click for 2-page flyer](#)), with input from all across the community, as well as City Council and a staff/consultant team. CAP development began in the winter of 2022 and is slated for adoption by the City Council in the spring of 2023. Currently in the final phase of the CAP development, we're looking for community feedback on this draft version of the plan to help revise and finalize it.

Click anywhere in the document to leave a comment or ask a question. **Select a yellow bubble** to view and respond to other comments. If you'd like to skip to certain focus areas, view the "summary" tab at the bottom of the screen, or view the Plan entirely by selecting "full document".

Learn more about [CAP background](#) or [GHG emissions](#).

If you have questions, or wish to comment by email, please contact the CAP team at sustainability@mercerisland.gov

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[Comment](#)
[Drag](#)

Click anywhere in the document to add a comment. Select a bubble to view comments.

habitats, ecosystems, and natural resources, and conserving water resources.

Strategy	KPI/Metric	2030 Target	2050 Target
Increase urban tree canopy and green space.	Increase in tree canopy acreage (% of city coverage) ¹⁷	Maintain current canopy and increase canopy by 5% compared to 2018 ¹⁸ <i>Target still under review – to be finalized for final plan</i>	Maintain current canopy and increase canopy by 15% – <i>Target still under review – to be finalized for final plan</i>
Foster healthy & resilient natural systems.	Change in ecosystem function (forest age & diversity, invasives removal, stream daylighting)	Restored ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>	Improved ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>

Strategy #1: Increase urban tree canopy and green space.

Action ID	Short name	Action description	Icons
NS1.1	Tree planting incentive program	Develop programs to support and encourage residents and large property owners to plant the right tree in the right place and sustain existing trees with reduced cost or free trees. Offer tree-awareness campaigns and classes to educate the community and develop tree planting demonstration	



Commenting instructions

Click anywhere in the document to add a comment. Select a bubble to view comments

Strategy	KPI/Metric	2030 Target	2050 Target
Increase urban tree canopy and green space.	Increase in tree canopy acreage (% of city coverage) ¹⁷	Maintain current canopy and increase canopy by 5% compared to 2018 ¹⁸ <i>Target still under review – to be finalized for final plan</i>	Maintain current canopy and increase canopy by 15% – <i>Target still under review – to be finalized for final plan</i>
Foster healthy & resilient natural systems.	Change in ecosystem function (forest age & diversity, invasives removal, stream daylighting)	Restored ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>	Improved ecosystem function (acres?) <i>Target still under review – to be finalized for final plan</i>

Toggle comments on/off

Strategy #1: Increase urban tree canopy and green space.

Action ID	Short name	Action description	Icons
NS1.1	Tree planting incentive program	Develop program to encourage residents and large property owners to plant trees in the right place and season. Offer tree-awareness campaigns with reduced cost or free trees. Offer tree-awareness campaigns and classes to educate the community and develop tree planting demonstration	

Existing comment

1





Next Steps

Upcoming Schedule

- **Feb 7:** Public Hearing at Council Meeting
- **Feb 7:** Comment Period Closes midnight
- **Feb 8-24:** Process & analyze Comment Themes
- **Mar 7:** Discuss Draft CAP & comments, receive Council guidance
- **Mar 8-14:** Final Edits
- **Mar 21:** Potential Adoption of final CAP
- **Apr 4:** Alternate adoption date
- **April/May:**
 - Continue ongoing “early action” CAP initiatives
 - Discuss funding needs for other CAP action implementation



Looking Ahead with the CAP

The CAP provides multiple public benefits

- Strategically map out and explain GHG reduction activities
- Prepare for unavoidable climate impacts (resiliency)
- Help set public expectations
- Identify how/when/where public can get involved

The CAP provides multiple governmental benefits

- Assess funding and resources needed to achieve them
- Prepare the City/Staff to respond quickly to climate grants
- Prepare the City/Staff for lobbying and advocacy in Olympia
- Lay out a structure for tracking and accountability





Discussion



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6212
January 17, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6212: Community Planning and Development 2023 Legislative Work Plan	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive report. No action necessary.	

DEPARTMENT:	Community Planning and Development
STAFF:	Jeff Thomas, Interim CPD Director Alison Van Gorp, Deputy CPD Director
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to provide an overview of the Community Planning and Development (CPD) legislative work plan for 2023. City staff have prepared a summary of the work items that were added to the docket for consideration this year, as well as other legislative work items. Staff also prepared a proposed schedule for legislative review of these items.

BACKGROUND

On December 6, 2022 the City Council adopted the 2023 docket of Comprehensive Plan and development code amendments ([AB 6198](#), [Resolution No. 1641](#)). One code amendment was added to the docket and several items will carry over from the previous years' dockets. During the discussion of the docket, the City Council requested that staff return to brief the Council on a more detailed 2023 legislative work plan, including approximate timelines for legislative review of each item on the docket.

Mercer Island's legislative review process, which is guided by the Growth Management Act (GMA) and the Mercer Island City Code (MICC), consists of substantial staff work, including research and analysis, preparation of staff reports, public notice, SEPA analysis and documentation, and notification to state agencies. In addition, the Planning Commission typically discusses each item 2-3 times at a minimum, including a work session, a public hearing, and deliberations/decision. Then, the City Council holds a minimum of two readings for each proposed amendment.

ISSUE/DISCUSSION

LEGISLATIVE WORK ITEMS

The Community Planning and Development (CPD) 2023 Legislative Work Plan includes five items:

- 1) Amending the Business Zone to Allow Schools,
- 2) Amending the shoreline regulations to allow review of marinas and swim facilities under a Shoreline Conditional use Permit (SCUP),
- 3) Renew interim regulations and/or adopt permanent regulations related to transitional and supportive housing (to comply with requirements of HB 1220),
- 4) Analyzing the effect of the 2017 Residential Development Standards (RDS) code amendment, and
- 5) Conducting the periodic update of the Comprehensive Plan. More details on each work item are provided below.

1. Schools in the Business Zone

In 2021, the City Council docketed a proposal to add schools as an allowed use in the Business Zone. This item was proposed by Herzl Ner-Tamid. Review of this amendment will include analysis of three options: a) no change, b) adding schools as an allowed use in the Business Zone (as proposed), and c) rezoning the B-zoned parcels owned by Herzl Ner-Tamid to Commercial-Office, which allows schools. City staff are currently in the process of analyzing these options and preparing draft code amendments. Staff will then conduct environmental review (SEPA) and notify state agencies of the proposed code amendment. Planning Commission review is scheduled to begin in February, with a public hearing planned in March, and City Council review thereafter.

2. SCUPs for Marinas and Swim Facilities

In 2022, City Council docketed a proposal to allow review of certain marina and swim facilities via a Shoreline Conditional Use Permit (SCUP). This item was proposed by the Mercer Island Beach Club. Review of this amendment will include analysis of three options: a) no change, b) allowing SCUPs for review of marina and swim facilities for recreational clubs/residential communities serving more than 10 families (as proposed), and 3) allowing SCUPs for review of all uses that are not listed as a permitted use in [MICC 19.13.040](#) Table B.

This proposal includes an amendment of the City's shoreline regulations and will require review by the WA State Department of Ecology (Ecology), in addition to the typical legislative review process. City staff have already requested a joint review process from Ecology, which will consolidate the required public hearings and streamline the review process. Once the Planning Commission holds a public hearing and makes a recommendation, the proposed code amendment will be provided to Ecology for a 30- to 45-day review period. The City would then need to address any comments from Ecology prior to adoption by the City Council. Finally, the amendment would receive final review by Ecology and would become effective 14-days after Ecology issues an approval letter.

3. Transitional and Supportive Housing

This code amendment is required to comply with HB 1220, which was adopted by the State Legislature in 2021. The legislation creates new requirements for cities' development regulations related to transitional, permanent supportive and emergency housing, specifying that these uses must be allowed in certain zones

and that the City must provide sufficient capacity to accommodate the projected need for this housing. City staff anticipate that in March 2023, the King County Growth Management Planning Council (GMPC) will finalize its recommendation to the King County Council on the allocation of projected special housing needs to King County cities, including Mercer Island. This will provide the information City staff need to develop a recommendation on permanent regulations that are fully compliant with the requirements of HB 1220. The City Council adopted interim regulations to comply with HB 1220 in September 2021 and extended these interim regulations in September 2022. The interim regulations are now set to expire in March 2023 and will need to be extended for another 6 months to allow time for the GMPC recommendation on the special housing need allocation to be finalized. Permanent regulations should then be adopted prior to expiration of the interim regulations in September 2023.

4. Residential Development Standards Analysis

The Residential Development Standards (RDS) analysis will include a permit data analysis, code audit, broad community engagement, as well as targeted outreach to focus groups of architects, builders, and other key stakeholders. The results of the analysis and a recommendation on potential code amendments will be presented to the City Council for review and feedback in April. Based on this feedback, staff will prepare development code amendment proposals for consideration on the 2024 docket.

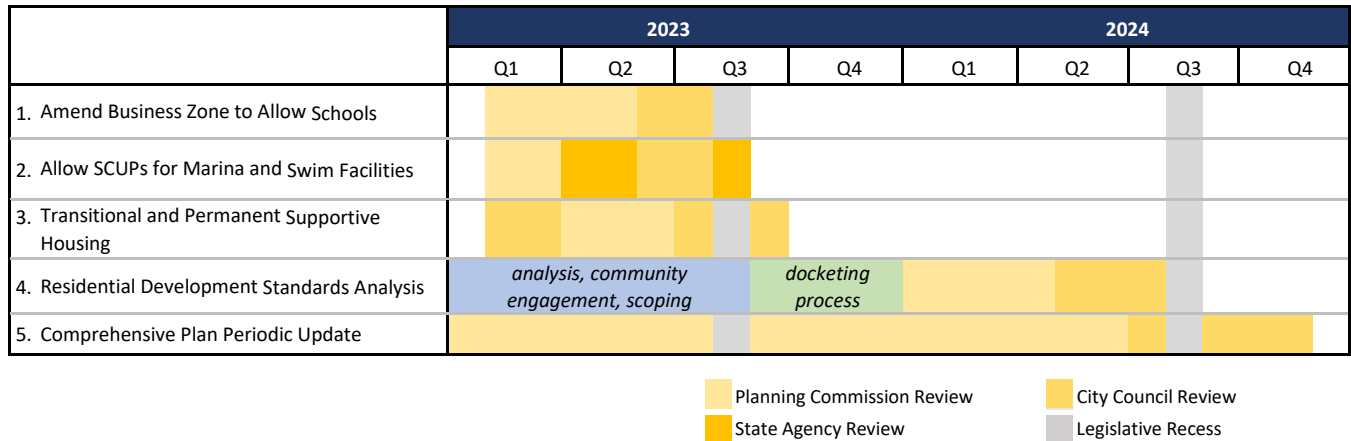
5. Comprehensive Plan Periodic Update

Work on the periodic update of the City's Comprehensive Plan is ongoing, with a deadline for adoption by December 31, 2024. As discussed with the City Council last fall, [HB 1220](#) added new requirements for the Housing Element of the Comprehensive Plan ([AB 6156](#)). Guidance from the WA State Department of Commerce (Commerce) and King County continues to emerge related to the new requirements. City staff are in the process of reviewing draft guidance documents and staying engaged in Commerce and King County discussion related to this work. The scope of work for the periodic update will need to be amended to address this growing body of work.

City staff plan to bring a supplementary scope of work to the City Council for review later this spring, once the guidance and new requirements have been finalized. In the meantime, staff are beginning initial analysis and outreach that is clearly required by HB 1220. Work on an addendum to the Housing Needs Assessment analyzing racially disparate impacts is underway, and community engagement including targeted outreach to stakeholders representing groups that may have experienced racially disparate impacts, displacement or exclusion in housing is planned to begin in March.

LEGISLATIVE REVIEW SCHEDULE

The graphic below summarizes the approximate timelines for the legislative review for each item on the 2023 CPD Legislative Work Plan.



CPD staff have already begun initial work on items 1 and 2 (the Business Zone and Shoreline code amendments). Planning Commission review of these items is scheduled to begin in February, with the intent of completing Planning Commission and City Council review of these items in advance of the summer legislative recess. The Transitional and Supportive Housing code amendment requires an extension of the interim regulations by early March and is then scheduled to begin legislative review of permanent regulations in late Q2. The permanent regulations must be completed by mid-September, prior to the expiration of the existing interim regulations. The Residential Development Standards Analysis will take place in the first half of 2023, with the goal of making initial recommendations to City Council in April and then scoping and preparing proposals for the docket in September. Docketed code amendments will be scheduled for legislative review beginning in early 2024. Work on the Comprehensive Plan periodic update will continue through 2023 and most of 2024, with City Council review and action scheduled in the second half of 2024.

NEXT STEPS

Legislative review of items on the 2023 docket will commence beginning in February 2023. Planning Commission recommendations on each item will be transmitted to the City Council for review beginning approximately mid-year.

RECOMMENDED ACTION

Receive report. No action necessary.



AB 6212: CPD 2023 Legislative Work Plan

Legislative Review Process



Legislative Work Items

1. Schools in the Business Zone
2. SCUPs for Marinas and Swim Facilities
3. Transitional and Supportive Housing
4. Residential Development Standards Analysis
5. Comprehensive Plan Periodic Update

* 2021 Construction Code Update

Legislative Review Schedule

	2023				2024			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1. Amend Business Zone to Allow Schools								
2. Allow SCUPs for Marina and Swim Facilities								
3. Transitional and Permanent Supportive Housing								
4. Residential Development Standards Analysis								
5. Comprehensive Plan Periodic Update								

- Planning Commission Review
- City Council Review
- State Agency Review
- Legislative Recess



2023 PLANNING SCHEDULE

Item 8.

Please email the City Manager & City Clerk when an agenda item is added, moved, or removed.

Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

FEBRUARY 7, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		1/27	1/30	1/30	1/31	1/31
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
30	Presentation: King County Crisis Care Centers Levy			Jessi Bon		
SPECIAL BUSINESS						
15	AB xxxx: Climate Action Plan: Public Hearing			Jason Kintner/Ross Freeman		
CONSENT AGENDA						
--	AB 6213: January 13, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB 6214: January 27, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Wrap-up Community Conversations series			Merrill Thomas-Schadt		
--	AB xxxx: Acceptance of WSU/Dept Commerce Energy Efficiency Grant (Heat Pump Campaign) (placeholder)			Jason Kintner/Ross Freeman		
--	AB 6211: Reservoir Improvement Project (WU0103) Bid Award			Jason Kintner/Patrick Yamashita		
REGULAR BUSINESS						
30	AB xxxx: Approval of the 2022 ARCH Housing Trust Fund project funding allocations			Jeff Thomas/Alison Van Gorp		
EXECUTIVE SESSION						

FEBRUARY 21, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		2/10	2/13	2/13	2/14	2/14
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
15	AB xxxx: Public hearing and first reading of Ordinance No. 23C-xx (renews Ordinance No. 21C-23) on interim regulations in MICC 19.16.010 related to emergency shelters and housing, transitional housing, and permanent supportive housing in response to E2SHB 1220			Jeff Thomas/Alison Van Gorp		
CONSENT AGENDA						
--	AB xxxx: February 10, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Rare Disease Day Proclamation No. xxx			Mayor Nice/Andrea Larson		
--	AB xxxx: Acceptance of WSU/Dept Commerce Energy Efficiency Grant (Heat Pump Campaign) (placeholder)			Jason Kintner/Ross Freeman		
REGULAR BUSINESS						
30	AB 6210: Acceptance and Appropriation of the Department of Commerce GMA Update Grant / Comprehensive Plan Periodic Updates			Jeff Thomas/Alison Van Gorp		

EXECUTIVE SESSION**MARCH 7, 2023**

ABSENCES:

DD
2/24FN
2/27CA
2/27Clerk
2/28CM
2/28**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION****SPECIAL BUSINESS****CONSENT AGENDA**

--	AB xxxx: February 24, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Sewer Pump Station 23 & 25 Generator Replacement (SU0109) Bid Award	Jason Kintner/Alaine Sommargren/Allen Hunter
--	AB xxxx: Second reading of Ordinance No. 23C-xx (renews Ordinance No. 21C-23) on interim regulations in MICC 19.16.010 related to emergency shelters and housing, transitional housing, and permanent supportive housing in response to E2SHB 1220	Jeff Thomas/Alison Van Gorp

REGULAR BUSINESS

60	AB xxxx: Climate Action Plan: Review Draft Document	Jason Kintner/Ross Freeman
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EXECUTIVE SESSION**MARCH 21, 2023**

ABSENCES:

DD
3/10FN
3/13CA
3/13Clerk
3/14CM
3/14**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION**

30	AB xxxx: King County Waste Tipping Fee Increase (placeholder)	Jason Kintner/Ross Freeman
30	AB xxxx: Mobile Integrated Health Program Update	Ali Spietz/Tambi Cork/DC Doug McDonald

SPECIAL BUSINESS**CONSENT AGENDA**

--	AB xxxx: March 10, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Climate Action Plan: Final Adoption (placeholder; or April 4)	Jason Kintner/Ross Freeman

REGULAR BUSINESS

90	AB xxxx: Town Center Parking Study – Review Draft Report	Sarah Bluvas/Jason Kintner/ Jeff Thomas/Ed Holmes/Mike Seifert
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EXECUTIVE SESSION**APRIL 4, 2023**

ABSENCES:

DD
3/24FN
3/27CA
3/27Clerk
3/28CM
3/28

ITEM TYPE TIME TOPIC		STAFF
STUDY SESSION		
SPECIAL BUSINESS		
CONSENT AGENDA		
--	AB xxxx: March 24, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Autism Acceptance Month, Proclamation No. xxx	Mayor Nice/ Andrea Larson
--	AB xxxx: Climate Action Plan: Final Adoption (alternative to Mar 21)	Jason Kintner/Ross Freeman
--	AB xxxx: Sexual Assault Awareness Month, Proclamation No. xxx	Mayor Nice/Andrea Larson
REGULAR BUSINESS		
EXECUTIVE SESSION		

APRIL 18, 2023 ABSENCES:		DD 4/7	FN 4/10	CA 4/10	Clerk 4/11	CM 4/11
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: April 7, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Earth Day Proclamation No. xxx			Jason Kintner/Ross Freeman		
--	AB xxxx: Town Center Parking Study Final Report Adoption			Sarah Bluvass/Jason Kintner/ Jeff Thomas/Ed Holmes/Mike Seifert		
REGULAR BUSINESS						
30	AB xxxx: Financial Status Update: FY 2022 Year-End and Budget Amending Ordinance (Ord. No. 23-xx)			Matt Mornick/Ben Schumacher		
30	AB xxxx: Ordinance amending the Mercer Island City Code Title 17, Construction Codes to implement the 2021 Amendments to the State Building Code (First Reading Ord. No. 23C-xx)			Jeff Thomas/Don Cole/Jeromy Hicks		
EXECUTIVE SESSION						