



CITY OF MERCER ISLAND

CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, November 21, 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 Community & Event Center and via Zoom
8236 SE 24th 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 live streamed on the City Council's [YouTube Channel](#)

Registering to Speak for Appearances: Individuals wishing to speak live during Appearances (public comment period) or during the Public Hearing 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" or "Public Hearing" on your correspondence and state if you would like to speak either in person at the Mercer Island Community & Event Center 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 to 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 **840 1940 7382** 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 **840 1940 7382**; 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 Community & Event Center at 5:00 PM (Appearances will start sometime after 5:00 PM):
8236 SE 24th Street, Mercer Island, WA 98040

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

MEETING AGENDA - Amended

CALL TO ORDER & ROLL CALL, 5:00 PM

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

CITY MANAGER REPORT

APPEARANCES

(This is the opportunity for anyone to speak to the City Council on any item, except items before the City Council requiring a public hearing, any quasi-judicial matters, or campaign-related matters.)

CONSENT AGENDA

1. AB 6373: November 3, 2023 Payroll Certification

Recommended Action: Approve the November 3, 2023 Payroll Certification in the amount of \$1,031,180.55 and authorize the Mayor to sign the certification on behalf of the entire City Council.

2. Certification of Claims:

A. Check Register | 217694-217735 | 11/3/2023 | \$1,412,345.22

B. Check Register | 217736-217737 | 11/9/2023 | \$2,800.00

C. EFT Payments | October 2023 | \$2,699,125.32

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 November 7, 2023 Regular Hybrid Meeting

Recommended Action: Approve the minutes of the November 7, 2023 Regular Hybrid Meeting.

4. AB 6369: Town Center Parking Plan Adoption

Recommended Action: Adopt the Town Center Parking Plan as presented in Exhibit 1 to AB 6369.

5. AB 6372: Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining Project Phase 1 Closeout

Recommended Action: Accept the completed Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining Project Phase 1 and authorize staff to close out the contract.

6. AB 6375: An Ordinance Amending MICC Ch. 9.50 (Second Reading Ord. No. 23C-16)

Recommended Action: Adopt Ordinance No. 23C-16, amending MICC Ch. 9.50, Revised Code of Washington State Statutes Incorporated by Reference.

7. AB 6376: Code Amendments Relating to City Fire Department (Second Reading Ord. No. 23C-17)

Recommended Action: Adopt Ordinance No. 23C-17, amending MICC Ch. 3.32 and 3.30 and Sections 4.40.100 and 3.36.030 relating to City Fire Department references.

8. AB 6379: 2022 Water System Improvements (Madrona Crest East) Project Closeout

Recommended Action: Accept the completed 2022 Water System Improvements (Madrona Crest East) Project and authorize staff to close out the contract.

REGULAR BUSINESS

9. AB 6378: Sound Cities Association Voting Delegates for the Annual Meeting and Caucuses Meeting – Revised 11/20/23

Recommended Action:

1. Appoint Councilmember _____ as the voting delegate at the Sound Cities Association Annual Meeting on December 6, 2023.

2. Appoint Councilmember _____ as the voting delegate at the Sound Cities Association Caucuses Meeting on December 13, 2023. – Added 11/20/2023

10. AB 6377: 2023-2024 Mid-Biennial Budget Public Hearing and Budget Adjustment Recommendations

Recommended Action:

1. Adopt Ordinance No. 23-18, establishing the dollar amount and percentage increases of the regular Property Tax levy and the levy lid lifts for fiscal year 2024.

2. Adopt Ordinance No. 23-19, appropriating funds and establishing the amount of Property Taxes to be levied for fiscal year 2024.
3. Adopt Resolution No. 1652, appointing the City Manager for the purpose of designating certain expenditures for reimbursement from bonds that may be authorized and approved by the City for issuance in the future.
4. Adopt Resolution No. 1653, approving NORCOM's 2024 budget allocation from the City of Mercer Island.

OTHER BUSINESS

11. Planning Schedule

12. Councilmember Absences & Reports

EXECUTIVE SESSION - Approximately 90 Minutes

13. Pending or Potential Litigation and Real Estate Acquisition

Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) and to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b).

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6373
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6373: November 3, 2023 Payroll Certification	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve the November 3, 2023 Payroll Certification in the amount of \$1,031,180.55.	<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, Human Resources Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. November 3, 2023 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 October 14, 2023 through October 27, 2023 in the amount of \$1,031,180.55 (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:

Description	Amount
Leave cash outs for current employees	\$3,465.20
Leave cash outs for terminated employees	\$9,049.30
Service and recognition awards	\$2,830.87
Overtime earnings (see chart for overtime hours by department).	\$83,708.98
Total	\$99,054.35

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	6.00
Fire	572.00
Municipal Court	
Police	224.00
Public Works	212.25
Thrift Shop	
Youth & Family Services	
Total Overtime Hours	1,014.25

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 Store.

RECOMMENDED ACTION

Approve the November 3, 2023 Payroll Certification in the amount of \$1,031,180.55 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 10.27.2023

PAYROLL DATED 11.03.2023

Net Cash	\$	690,451.74
Net Voids/Manuals	\$	-
Net Total	\$	690,451.74
Federal Tax Deposit	\$	116,240.91
Social Security and Medicare Taxes	\$	58,522.44
Medicare Taxes Only (Fire Fighter Employees)	\$	3,033.45
State Tax (Oregon, Massachusetts and North Carolina)	\$	29.24
Family/Medical Leave Tax (Massachusetts)	\$	2.73
Public Employees' Retirement System (PERS Plan 2)	\$	31,258.78
Public Employees' Retirement System (PERS Plan 3)	\$	8,050.19
Public Employees' Retirement System (PERSJM)	\$	587.22
Public Safety Employees' Retirement System (PSERS)	\$	236.44
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	33,920.18
Regence & LEOFF Trust Medical Insurance Deductions	\$	13,579.65
Domestic Partner Medical Insurance Deductions	\$	1,947.50
Kaiser Medical Insurance Deductions	\$	1,212.56
Health Care - Flexible Spending Account Contributions	\$	1,818.09
Dependent Care - Flexible Spending Account Contributions	\$	1,153.86
ICMA Roth IRA Contributions	\$	666.23
ICMA 457 Deferred Compensation Contributions	\$	41,730.91
Fire Nationwide 457 Deferred Compensation Contributions	\$	11,325.74
Fire Nationwide Roth IRA Contributions	\$	956.49
ICMA 401K Deferred Compensation Contributions		
Garnishments (Chapter 13)	\$	572.00
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	242.50
AFSCME Union Dues		
Police Union Dues		
Fire Union Dues	\$	2,060.91
Fire Union Supplemental Dues	\$	162.00
Standard - Supplemental Life Insurance		
Unum - Long Term Care Insurance	\$	612.75
AFLAC - Supplemental Insurance Plans	\$	238.52
Coffee Club Dues	\$	-
Transportation - Flexible Spending Account Contributions	\$	50.00
Fire HRA-VEBA Contributions	\$	7,045.99
Miscellaneous	\$	-
GET		
Oregon Transit Tax and Oregon Benefit Tax	\$	-
Washington Long Term Care	\$	2,765.50
Tax & Benefit Obligations Total	\$	340,728.81

TOTAL GROSS PAYROLL	\$ 1,031,180.55
----------------------------	------------------------

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 10/27/2023

Full Time Equivalents (FTEs)	2023 Budgeted	2023 Actual
Administrative Services	15.00	14.00
City Attorney's Office	2.00	2.00
City Manager's Office	3.00	3.00
Community Planning & Development	18.00	18.00
Finance	9.00	7.50
Fire	31.50	29.50
Municipal Court	3.10	3.10
Police	37.50	37.50
Public Works	64.80	60.80
Recreation	10.25	9.50
Youth & Family Services	11.43	11.43
Thrift Shop	2.00	2.00
Total FTEs	207.58	198.33
Limited Term Equivalents (LTEs)	2023 Budgeted	2023 Actual
Administrative Services		1.00
City Manager's Office ¹	1.00	1.00
Community Planning & Development ²	1.00	1.00
Finance	1.00	1.50
Public Works ³	4.00	5.75
Youth & Family Services	3.03	3.83
Thrift Shop	7.50	6.50
Total LTEs	17.53	20.58
Total FTEs & LTEs	225.11	218.92

FTE Vacancies:

- 1.0 CIP Project Manager
- 1.0 Custodian
- 1.0 Deputy Fire Chief (contracted out)
- 1.0 Financial Analyst
- 1.0 Fire Chief (contracted out)
- 1.0 HR Analyst
- 1.0 Parks Maintenance Team Member
- 0.75 Recreation Assistant
- 1.0 Transportation Engineer
- 0.5 Utility Billing Admin Assistant

Footnotes:

- ¹ 5/23/2023: Extend 1.0 LTE Management Analyst [AB 6255](#)
- ² 5/23/2023: New 1.0 LTE Assistant Planner [AB 6255](#)
- ³ 5/23/2023: New 1.0 LTE Support Services Foreman [AB 6255](#)

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	217694-217735	11/3/2023	\$1,412,345.22
			\$1,412,345.22

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: 402000 - Water Fund-Admin Key				
P0119669	00217711	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	634.92
P0119669	00217711	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	359.23
P0119669	00217711	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	358.62
P0119669	00217711	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	-717.85
Org Key: 814074 - Garnishments				
	00217701	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	572.00
Org Key: 814075 - Mercer Island Emp Association				
	00217719	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	242.50
Org Key: CA1100 - Administration (CA)				
P0119682	00217732	THOMSON REUTERS - WEST	Invoice No. 848997373 Legal	972.18
Org Key: CT1100 - Municipal Court				
	00217709	GREGORY, JEFF	REIMB: MILEAGE SPRING CONF.	357.62
	00217709	GREGORY, JEFF	REIMB: MILEAGE JUDGE-ADM CONF.	219.43
	00217709	GREGORY, JEFF	REIMB: MILEAGE FALL CONF.	210.39
Org Key: FN4501 - Utility Billing (Water)				
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 IMPRESA AN	14,842.46
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 EDUCATION	243.33
Org Key: FN4502 - Utility Billing (Sewer)				
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 IMPRESA AN	14,405.93
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 EDUCATION	236.16
Org Key: FN4503 - Utility Billing (Storm)				
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 IMPRESA AN	14,405.92
P0119665	00217710	HARRIS COMPUTER SYSTEMS	1/1/2024-12/31/2024 EDUCATION	236.16
Org Key: FR1100 - Administration (FR)				
P0119688	00217706	EASTSIDE FIRE & RESCUE	September 2023 Fire Admin Serv	32,254.20
P0119688	00217706	EASTSIDE FIRE & RESCUE	August 2023 Fire Admin Service	32,254.20
P0119651	00217712	JACK LYONS & ASSOCIATES	Captain Assessment Center	3,500.00
P0119689	00217730	SYSTEMS DESIGN WEST LLC	Transport Billing	1,375.72
Org Key: FR2100 - Fire Operations				
P0119652	00217715	KROESENS UNIFORM COMPANY	Uniform Ops	2,113.70
P0119653	00217697	AT&T MOBILITY	Cell and Tablets	638.22
Org Key: FR2400 - Fire Suppression				
P0119687	00217721	National Hose Testing Spec Inc	Annual Testing	8,107.00
P0119654	00217717	LN CURTIS & SONS	Oxygen Xcell sensor replacemen	744.82
Org Key: FR2500 - Fire Emergency Medical Svcs				
P0119679	00217694	AIRGAS USA LLC	oxygen	12.02
P0119679	00217694	AIRGAS USA LLC	oxy	6.01
Org Key: GGM004 - Gen Govt-Office Support				
P0119660	00217724	RESERVE ACCOUNT	RESERVE FUND REFILL FOR POSTAG	2,500.00
Org Key: GT0106 - Enterprise Resource Planning S				
P0116068	00217733	TYLER TECHNOLOGIES INC	License Fees Tyler Munis Finan	800.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: IS2100 - IGS Network Administration				
	00217718	MANDEVILLE, TROY	REIMB: PER DIEM ACCIS CONF	174.20
	00217720	MORENO, ALFREDO	REIMB: PER DIEM ACCIS CONF.	174.20
	00217718	MANDEVILLE, TROY	REIMB: MILEAGE ACCIS CONF.	74.82
	00217720	MORENO, ALFREDO	REIMB:MILEAGE ACCIS CONF.	39.42
Org Key: MT1500 - Urban Forest Mangement				
P0119388	00217726	RON'S STUMP REMOVAL	Summer 2023 Tree Work	23,391.65
Org Key: MT2100 - Roadway Maintenance				
P0119664	00217711	HOME DEPOT CREDIT SERVICE	BIT SET & SCREW EXTRACTOR SET	65.92
Org Key: MT2255 - Urban Forest Management (ROW)				
P0119388	00217726	RON'S STUMP REMOVAL	Summer 2023 Tree Work	6,313.03
P0119456	00217731	THOMAS J TREE	Mercer Island Unit Priced Arbo	4,937.99
Org Key: MT3000 - Water Service Upsizes and New				
P0119667	00217700	CADMAN INC	5/8"-MINUS ROCK (66.87 TONS)	575.44
Org Key: MT3100 - Water Distribution				
P0119667	00217700	CADMAN INC	2" X 4" ROCK (34.32 TONS)	1,359.08
P0119667	00217700	CADMAN INC	5/8"-MINUS ROCK (66.87 TONS)	575.44
Org Key: MT3150 - Water Quality Event				
P0119663	00217696	AQUATIC INFORMATICS INC.	2023 CROSS CONNECTION WEB TEST	268.00
Org Key: MT3800 - Storm Drainage				
P0119667	00217700	CADMAN INC	2" X 4" ROCK (34.32 TONS)	453.03
P0119668	00217707	FERGUSON ENTERPRISES LLC	12 HULK MULTI-RANG COUPLING	286.26
Org Key: MT4150 - Support Services - Clearing				
P0119666	00217702	CINTAS CORPORATION #460	2023 PW COVERALL SERVICES	2,935.18
P0119680	00217735	WORKSAFE SERVICE INC, A	DOT Drug/Alcohol Test INV 2023	80.00
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22073	79.50
Org Key: MT4210 - Building Landscaping				
P0118700	00217698	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	6,754.33
Org Key: MT4300 - Fleet Services				
P0119647	00217695	ALL BATTERY SALES & SERVICE	BATTERIES	671.88
Org Key: MT4502 - Sewer Administration				
P0116727	00217713	KING COUNTY TREASURY	JAN-DEC 2023 MONTHLY SEWER CHA	453,825.99
Org Key: MT6100 - Park Maintenance				
P0119692	00217708	GREEN LATRINE	Site: Groveland Beach, 7740 SE	400.00
P0119666	00217702	CINTAS CORPORATION #460	PARKS 2023 COVERALL SERVICE	126.75
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22075	121.00
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22073	26.65
Org Key: MT6500 - Luther Burbank Park Maint				
P0119667	00217700	CADMAN INC	5/8"-MINUS ROCK (66.87 TONS)	767.25
Org Key: MT6800 - Trails Maintenance				
P0119667	00217700	CADMAN INC	5/8"-MINUS ROCK (66.87 TONS)	213.13

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0119691	00217708	GREEN LATRINE	Site: MI Boat Launch, Frontage	395.00
<i>Org Key: PA0100 - Open Space Management</i>				
P0119628	00217734	WACD PLANT MATERIAL CENTER	CUSTOMER DEPOSIT - 25%	223.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0119686	00217727	SKYLINE COMMUNICATIONS INC	NOV 2023 EOC INTERNET	220.55
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22074	68.00
<i>Org Key: PR1100 - Administration (PR)</i>				
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22073	71.50
<i>Org Key: PR2104 - Special Events</i>				
P0119670	00217723	Polar Bear Lighting	Diamond Snowflake Installation	10,533.10
P0119664	00217711	HOME DEPOT CREDIT SERVICE	CABLE TIES & EXTENSION CORDS	379.97
<i>Org Key: PR4100 - Community Center</i>				
P0118700	00217698	BRIGHT HORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	2,665.45
<i>Org Key: SP0100 - Residential Street Resurfacing</i>				
P0118825	00217716	LAKESIDE INDUSTRIES INC.	2023 Residential Street Overla	397,284.89
<i>Org Key: SP0101 - Arterial Street Preservation</i>				
P0118825	00217716	LAKESIDE INDUSTRIES INC.	2023 Residential Street Overla	-73.76
<i>Org Key: SP0111 - 80th Ave SE Sidewalk Improve</i>				
P0104658	00217714	KPG	80TH AVE SE PEDESTIAN IMPROVEM	10,245.00
<i>Org Key: SP0120 - Sunset Hwy/77 Ave SW Improveme</i>				
P0116933	00217714	KPG	77TH AVE SE & SUNSET HWY	2,508.00
<i>Org Key: SP0135 - ICW Corridor Improvements</i>				
P0118254	00217714	KPG	ICW Corridor Safety Analysis a	70,720.89
<i>Org Key: SP0140 - SE 27th Realignment Study</i>				
P0119274	00217705	DKS ASSOCIATES	SE 27th Street Realignment Stu	15,894.25
<i>Org Key: SU0108 - Comprehensive Pipeline R&R Pro</i>				
P0119153	00217728	STAHELI TRENCHLESS CONSULTANTS	Basin 40 CIPP Sewer Lining Pro	7,203.54
<i>Org Key: SU0109 - Sewer System Generator Replace</i>				
P0112274	00217725	RH2 ENGINEERING INC	21-31 Sewer Pump Station Gener	712.93
<i>Org Key: SU0170 - ARPA - Sewer Pipe Upsize</i>				
P0114350	00217729	Staheli Trenchless Consultants	21-48 Sewer Pipe Replacements	917.33
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0118345	00217699	BROWN AND CALDWELL CONSULTANTS	Booster Chlorination System pr	50,154.69
<i>Org Key: WU0103 - Water Reservoir Improvements</i>				
P0117582	00217722	PASO ROBLES TANK, INC.	NORTH AND SOUTH RESERVOIR	188,008.74
P0117106	00217725	RH2 ENGINEERING INC	RESERVOIR IMPROVEMENTS - SERVI	14,971.83
<i>Org Key: WU0119 - Reservoir Generator Replacemen</i>				
P0117489	00217703	CONSOR NORTH AMERICA INC	CONSTRUCTION SERVICES AND	1,055.75

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: YF1100 - YFS General Services				
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22076	26.50
Org Key: YF1200 - Thrift Shop				
P0118700	00217698	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	1,556.54
P0119690	00217704	DATAQUEST LLC	Background Checks INV 22073	26.50
Total				1,412,345.22

Accounts Payable Report by Check Number


Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00217694	11/03/2023	AIRGAS USA LLC oxygen	P0119679	9143416478	10/24/2023	18.03
00217695	11/03/2023	ALL BATTERY SALES & SERVICE BATTERIES	P0119647	61264499	10/18/2023	671.88
00217696	11/03/2023	AQUATIC INFORMATICS INC. 2023 CROSS CONNECTION WEB TEST	P0119663	106549	10/25/2023	268.00
00217697	11/03/2023	AT&T MOBILITY Cell and Tablets	P0119653	X10132023	10/05/2023	638.22
00217698	11/03/2023	BRIGHTHORIZON LAWN CARE 2023-2024 FACILITIES LANDSCAPE	P0118700	0000778	10/02/2023	10,976.32
00217699	11/03/2023	BROWN AND CALDWELL CONSULTANTS Booster Chlorination System pr	P0118345	14492684	09/01/2023	50,154.69
00217700	11/03/2023	CADMAN INC 5/8"-MINUS ROCK (66.87 TONS)	P0119667	5938231	10/25/2023	3,943.37
00217701	11/03/2023	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		11.03.23	11/03/2023	572.00
00217702	11/03/2023	CINTAS CORPORATION #460 2023 PW COVERALL SERVICES	P0119666	SEPT 2023	09/30/2023	3,061.93
00217703	11/03/2023	CONSOR NORTH AMERICA INC CONSTRUCTION SERVICES AND	P0117489	W192659WA.01-8	10/23/2023	1,055.75
00217704	11/03/2023	DATAQUEST LLC Background Checks INV 22073	P0119690	22073	10/31/2023	419.65
00217705	11/03/2023	DKS ASSOCIATES SE 27th Street Realignment Stu	P0119274	0087642	10/24/2023	15,894.25
00217706	11/03/2023	EASTSIDE FIRE & RESCUE September 2023 Fire Admin Serv	P0119688	5770	10/16/2023	64,508.40
00217707	11/03/2023	FERGUSON ENTERPRISES LLC 12 HULK MULTI-RANG COUPLING	P0119668	0019616	10/25/2023	286.26
00217708	11/03/2023	GREEN LATRINE Site: Groveland Beach, 7740 SE	P0119691	I36670	09/08/2023	795.00
00217709	11/03/2023	GREGORY, JEFF REIMB: MILEAGE FALL CONF.		10312023	10/31/2023	787.44
00217710	11/03/2023	HARRIS COMPUTER SYSTEMS 1/1/2024-12/31/2024 IMPRESA AN	P0119665	INHMN0000109	10/12/2003	44,369.96
00217711	11/03/2023	HOME DEPOT CREDIT SERVICE INVENTORY PURCHASES	P0119664	3084494	10/26/2023	1,080.81
00217712	11/03/2023	JACK LYONS & ASSOCIATES Captain Assessment Center	P0119651	10202023	10/20/2023	3,500.00
00217713	11/03/2023	KING COUNTY TREASURY JAN-DEC 2023 MONTHLY SEWER CHA	P0116727	30037948	11/01/2023	453,825.99
00217714	11/03/2023	KPG 80TH AVE SE PEDESTIAN IMPROVEM	P0118254	201462	10/20/2023	83,473.89
00217715	11/03/2023	KROESENS UNIFORM COMPANY Uniform Ops	P0119652	2725	10/26/2023	2,113.70
00217716	11/03/2023	LAKESIDE INDUSTRIES INC. 2023 Residential Street Overla	P0118825	PP#2	10/30/2023	397,211.13
00217717	11/03/2023	LN CURTIS & SONS Oxygen Xcell sensor replacemen	P0119654	INV753888	10/09/2023	744.82
00217718	11/03/2023	MANDEVILLE, TROY REIMB: MILEAGE ACCIS CONF.		10312023 PD	10/31/2023	249.02
00217719	11/03/2023	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		11.03.23	11/03/2023	242.50

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00217720	11/03/2023	MORENO, ALFREDO REIMB:MILEAGE ACCIS CONF.		10312023 PD	10/31/2023	213.62
00217721	11/03/2023	National Hose Testing Spec Inc Annual Testing	P0119687	51198	10/09/2023	8,107.00
00217722	11/03/2023	PASO ROBLES TANK, INC. NORTH AND SOUTH RESERVOIR	P0117582	PP#3	09/30/2023	188,008.74
00217723	11/03/2023	Polar Bear Lighting Diamond Snowflake Installation	P0119670	1028	10/30/2023	10,533.10
00217724	11/03/2023	RESERVE ACCOUNT RESERVE FUND REFILL FOR POSTAG	P0119660	10182023	10/18/2023	2,500.00
00217725	11/03/2023	RH2 ENGINEERING INC 21-31 Sewer Pump Station Gener	P0117106	93150	10/23/2023	15,684.76
00217726	11/03/2023	RON'S STUMP REMOVAL Summer 2023 Tree Work	P0119388	11194	10/12/2023	29,704.68
00217727	11/03/2023	SKYLINE COMMUNICATIONS INC NOV 2023 EOC INTERNET	P0119686	IN47546	11/01/2023	220.55
00217728	11/03/2023	STAHELI TRENCHLESS CONSULTANTS Basin 40 CIPP Sewer Lining Pro	P0119153	23-200	10/12/2023	7,203.54
00217729	11/03/2023	Staheli Trenchless Consultants 21-48 Sewer Pipe Replacements	P0114350	23-199	10/12/2023	917.33
00217730	11/03/2023	SYSTEMS DESIGN WEST LLC Transport Billing	P0119689	20232119	10/23/2023	1,375.72
00217731	11/03/2023	THOMAS J TREE Mercer Island Unit Priced Arbo	P0119456	1332	09/25/2023	4,937.99
00217732	11/03/2023	THOMSON REUTERS - WEST Invoice No. 848997373 Legal	P0119682	848997373	10/18/2023	972.18
00217733	11/03/2023	TYLER TECHNOLOGIES INC License Fees Tyler Munis Finan	P0116068	045-440246	10/04/2023	800.00
00217734	11/03/2023	WACD PLANT MATERIAL CENTER CUSTOMER DEPOSIT - 25%	P0119628	24-229 DEPOSIT	10/13/2023	223.00
00217735	11/03/2023	WORKSAFE SERVICE INC, A DOT Drug/Alcohol Test INV 2023	P0119680	2023-10016	09/30/2023	80.00
					Total	<u>1,412,345.22</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>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	217736-217737	11/9/2023	\$2,800.00
			\$2,800.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: DS1100 - Administration (DS)				
P0119677	00217736	LAPP, WADE	PUMPKIN CARVING 10/29/23	800.00
Org Key: YF2600 - Family Assistance				
P0119734	00217737	MOSIO, CHRIS	rental assistance for EA clien	2,000.00
Total				2,800.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00217736	11/09/2023	LAPP, WADE	P0119677	102923	10/29/2023	800.00
		PUMPKIN CARVING 10/29/23				
00217737	11/09/2023	MOSIO, CHRIS	P0119734	102723	10/27/2023	2,000.00
		rental assistance for EA clien				
					Total	2,800.00

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	October 2023	\$2,699,125.32
--------------	--------------	-----------------------

Accounts Payable EFT Report

Item 2.

Date	Description		Dollar Amount
10/2/2023 Preauthorized ACH Debit	DIRECT DEPOSIT BANKCARD 948908660000035	Merchant Fee - Utility Billing	\$ 11,200.42
10/2/2023 Preauthorized ACH Debit	CAYAN GLOBAL PAYGLOBAL STL930553411164783	Merchant Fee - Thrift Shop	8,094.53
10/2/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Merchant Fee - Recreation	5,665.79
10/2/2023 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 000000000259217	Merchant Fee-MBP.com	2,101.98
10/2/2023 Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 8037460410	Merchant Fee-Boat Launch	264.27
10/2/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	8.55
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL Vimly Benefit SoAWC	Employee Benefits	212,442.06
	<i>Employee (payroll withholding)</i>	\$ 29,486.34	
	<i>Employer Portion</i>	\$ 182,955.72	
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE	Merchant Fee	664.85
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing	15.00
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	13.30
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	10.45
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA MONTH END	Merchant Fee - Utility Billing	10.00
10/3/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	1.90
10/4/2023 Outgoing Money Transfer	PAYROLL	Net Payroll	673,976.71
10/4/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE	Employee Withholding - Payroll	1,050.60
10/4/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE	Employee Withholding - Payroll	231.50
10/4/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing	7.60
10/5/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax	Payroll Tax	235,977.58
	<i>Employee (payroll withholding)</i>	\$ 174,868.77	
	<i>Employer Portion</i>	\$ 61,108.81	
10/5/2023 Outgoing Money Transfer	Kroger	Food Bank	9,600.00

Accounts Payable EFT Report

Item 2.

Date	Description		Dollar Amount
10/5/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 1,047.95
10/5/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 64.60
10/6/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll 11,942.98
10/6/2023	Outgoing Money Transfer	VEBA Contributions	Employee Withholding - Payroll 7,002.00
10/6/2023	Outgoing Money Transfer	IAFF Dues	Employee Withholding - Payroll 2,222.91
10/6/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll 1,821.87
10/6/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Driver Abstract 15.00
10/6/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 8.55
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL MISSIONSQUARE INVESTMENT	Employee Withholding - Payroll 39,388.52
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL WASHINGTON-DSHS WA5	Employee Withholding - Payroll 706.03
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL MISSIONSQUARE INVESTMENT	Employee Withholding - Payroll 666.23
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Refund-Recreation 300.00
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Refund-Recreation 142.00
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 141.10
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL INVOICE CLOUD INVOICE CL	Merchant Fee - Utility Billing 112.05
10/10/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 15.20
10/11/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340	Refund-Recreation 100.00
10/11/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 80.75
10/11/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	Driver Abstract 15.00
10/11/2023	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 10.45

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
10/11/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	2.85
10/11/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	2.85
10/12/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	838.92
10/12/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	13.30
10/13/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	14.25
10/16/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement	156,417.79
	Employee (payroll withholding) \$ 76,600.62	
	Employer Portion \$ 79,817.17	
10/16/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund-Recreation	745.00
10/16/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund-Recreation	100.00
10/16/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	71.25
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement	150,363.06
	Employee (payroll withholding) \$ 72,737.22	
	Employer Portion \$ 77,625.84	
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL CAYAN HOLDINGS LPAYMENT Merchant Fee - Thrift Shop	101.68
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER Driver Abstract	15.00
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	7.60
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	4.75
10/17/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90
10/18/2023 Outgoing Money Transfer	PAYROLL Net Payroll	684,509.25
10/18/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	72.20
10/19/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax Payroll Tax	241,834.71
	Employee (payroll withholding) \$ 179,601.14	
	Employer Portion \$ 62,233.57	

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
10/19/2023	Outgoing Money Transfer Kroger Food Bank	9,600.00
10/19/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	4,718.27
10/19/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	14.25
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	11,610.34
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES ADP Fees	7,805.50
10/20/2023	Outgoing Money Transfer VEBA Contributions Employee Withholding - Payroll	6,998.14
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement	2,226.97
10/20/2023	Outgoing Money Transfer IAFF Dues Employee Withholding - Payroll	2,222.91
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL ADP PAYROLL FEESADP FEES ADP Fees	2,009.13
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL NATIONWIDE PAYMENTS Employee Withholding - Payroll	989.99
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement	35.67
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	7.60
10/20/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL Cayan LLC EDI PYMNTS Merchant Fee - Thrift Shop	6.75
10/23/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL MISSIONSQUARE INVESTMENT Employee Withholding - Payroll	40,940.43
10/23/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL WASHINGTON-DSHS WAS Employee Withholding - Payroll	706.03
10/23/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL MISSIONSQUARE INVESTMENT Employee Withholding - Payroll	666.23
10/23/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund-Recreation	300.00
10/23/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	73.15
10/24/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL AFLAC INSURANCE Employee Withholding - Payroll	477.02
10/24/2023	Preauthorized ACH Debit DIRECT WITHDRAWAL MERCHANT S 8039720340 Refund-Recreation	300.00

Accounts Payable EFT Report

Item 2.

Date	Description	Dollar Amount
10/24/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	10.45
10/24/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	5.70
10/24/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	0.95
10/25/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90
10/26/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT REVENUE TAX PYMT Remit Leasehold Excise Tax	4,978.30
10/26/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	3,645.20
10/26/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	4.75
10/27/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT REVENUE TAX PYMT Remit Excise Tax	136,438.95
	<i>Water Fund</i> \$ 89,340.71	
	<i>Sewer Fund</i> \$ 25,690.35	
	<i>Storm Fund</i> \$ 4,562.98	
	<i>Thrift Shop</i> \$ 11,859.68	
	<i>General</i> \$ 4,985.23	
10/27/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	5.70
10/30/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	7.60
10/31/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	53.20
10/31/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	5.70
10/31/2023 Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	1.90
Total		\$ 2,699,125.32



CITY COUNCIL MINUTES REGULAR HYBRID MEETING NOVEMBER 7, 2023

Item 3.

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the Regular Hybrid Meeting to order at 5:01 pm from a remote location.

Mayor Salim Nice, Deputy Mayor Rosenbaum and Councilmembers Lisa Anderl, Jake Jacobson, Craig Reynolds, Wendy Weiker, and Ted Weinberg participated remotely using Zoom.

PLEDGE OF ALLEGIANCE

The City Council delivered the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Weiker; seconded by Reynolds to:

Approve the agenda.

PASSED: 7-0

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

STUDY SESSION

AB 6370: Preview of the Declaration of Intent for Seeking Reimbursement for Water Infrastructure Improvements

Finance Director Matt Mornick presented information about seeking the City Council's approval to declare via resolution the City's intention to reimburse itself for costs incurred on qualifying water capital projects prior to the date tax-exempt bonds are issued. He spoke about the water utility funding, the scheduled capital investments, the financing strategy for these projects, and the declaration of intent to seek reimbursement for water infrastructure improvements.

City Council asked questions to staff.

CITY MANAGER REPORT

City Manager Jessi Bon reported on the following items:

- **Accessing City Services:** Reminder on how to access City Services through the Customer Service Team.
- **Update on City Hall Closure:** Slater Room renovation continues. Finalized lease and interlocal agreement for the use of court space with the City of Newcastle. Staff continue to work on removing personal property and office equipment from City Hall.
- **Council, Boards & Commission Meetings:** Upcoming City Council meeting on November 21. Upcoming board and commission meetings: Planning Commission on November 15.
- **City Services Updates:** Bike Skills Area construction enters the final week with an anticipated opening on November 15, Public Works crews doing a tremendous amount of storm cleanup from the weekend storm, Water System Improvements in the East Seattle neighborhood is ongoing.
- **Upcoming Events:** Mercer Island Chamber of Commerce is kicking off Small Business season, November 1-December 31 with "Thankful for Local" bingo.
- **News:** YFS and MIPD partnered with the Drug Enforcement Administration to host a Drug Take Bake Event which collected 79 pounds of unused and unwanted medications. Thank you to the 50 community volunteers who came out to celebrate Arbor Day at the tree planting and restoration event

at Luther Burbank South Shoreline on October 21. Thank you to the community and staff teams for a wonderful Hallo-Weekend.

APPEARANCES

Brian Candelori, King County Library System, spoke about upcoming events at the Mercer Island Library.

Alissa Campbell, Recology, spoke about local engagement and outreach that Recology has done throughout the community throughout 2023.

CONSENT AGENDA

AB 6366: October 20, 2023 Payroll Certification

Recommended Action: Approve the October 20, 2023 Payroll Certification in the amount of \$1,032,523.93 and authorize the Mayor to sign the certification on behalf of the entire City Council.

Certification of Claims:

A. Check Register | 217465-217556 | 10/13/2023 | \$385,272.31

B. Check Register | 217557-217624 | 10/20/2023 | \$408,871.44

C. Check Register | 217626-217693 | 10/27/2023 | \$362,847.58

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 October 17, 2023 Regular Hybrid Meeting

Recommended Action: Approve the City Council Meeting minutes of the October 17, 2023 Regular Hybrid Meeting.

AB 6358: Shop Small Month, Proclamation No. 319

Recommended Action: Proclaim November 2023 Shop Small Month on Mercer Island.

AB 6362: Interlocal Agreement and Lease with City of Newcastle for Municipal Court Operation

Recommended Action:

1. Authorize the City Manager to execute the interlocal agreement with the City of Newcastle for use of the Council Chamber for Mercer Island Municipal Court proceedings, substantially in the form attached as Exhibit 1.
2. Authorize the City Manager to execute the three-year lease with the City of Newcastle for Suite 301 in the Newcastle Professional Center located at 12835 Newcastle Way, Newcastle, Washington for Mercer Island Municipal Court administrative offices, substantially in the form attached as Exhibit 2.
3. Appropriate \$163,000 from ARPA funds for the lease costs through December 2024 and tenant and technology improvements.

AB 6367: Second Reading and Adoption of Stormwater Management Program Amendments (Ord. No. 23C-14)

Recommended Action: Adopt Ordinance No. 23C-14 amending stormwater management standards.

AB 6368: ARCH 2024 Work Program and Budget Approval

Recommended Action: Approve the ARCH 2024 Work Plan and Administrative Budget, including Mercer Island's contribution of \$76,611.

AB 6371: Approve 2024 Legislative Priorities

Recommended Action: Adopt the City of Mercer Island 2024 State Legislative Priorities, substantially in the form attached as Exhibit 1 to AB 6371.

It was moved by Anderl; seconded by Rosenbaum to:

Approve the Consent Agenda as presented, and the recommended actions contained therein.

PASSED: 7-0

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

REGULAR BUSINESS

AB 6363: An Ordinance Amending MICC Ch. 9.50 (First Reading Ord. No. 23C-16)

Outside legal counsel Eileen Keiffer from Madrona Law presented the proposed amendments to Mercer Island City Code (MICC) Chapter 9.50. She spoke about the background on the proposed amendments and discussed the purpose of the proposed amendments to allow the City Prosecutor to charge certain crimes, to be heard by Mercer Island Municipal Court.

City Council asked questions of staff.

It was moved by Weinberg; seconded by Weiker to:

Set Ordinance No. 23C-16 for second reading and adoption at the November 21, 2023 City Council Meeting.

PASSED: 7-0

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

AB 6365: Code Amendments Relating to City Fire Department (Ordinance. No. 23C-17, First Reading)

Outside legal counsel Eileen Keiffer from Madrona Law presented the proposed amendments to Mercer Island City Code (MICC) related to a City operated Fire Department.

City Council discussed and asked questions of staff.

It was moved by Jacobson; seconded by Reynolds to:

Set Ordinance No. 23C-17 for second reading and adoption at the November 21, 2023 City Council Meeting.

PASSED: 7-0

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

AB 6354: King County Solid Waste Rate Restructure

Chief of Administration Jason Kintner introduced the solid waste rate restructure. Consultant Jeannette Jurgensen from Bin There Consulting presented background of the rate restructure, discussed how collection contract with haulers are billed, spoke about how the rates were calculated, and discussed the 2023-2024 rates.

City Council asked questions of staff and the consultant.

It was moved by Jacobson; seconded by Weinberg to:

Authorize the City Manager to sign Contract Amendment #1 to the 2019-2029 Comprehensive Garbage, Recyclables, and Compostables Collection Services Contract between the City of Mercer Island and Recology King County, Inc., substantially in the form attached as Exhibit 2 to AB 6354.

PASSED: 7-0

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

OTHER BUSINESS

Planning Schedule

City Manager Jessi Bon spoke about the November 21 and December 5 City Council meetings.

Councilmember Absences and Reports

Deputy Mayor Rosenbaum noted that there is a SCA PIC meeting on November 8.

Councilmember Weiker noted two upcoming opportunities for public officials, the SCA Annual meeting on

December 6, and the Seattle Chamber is hosting an Elected Officials Reception on December 7.

Councilmember Weinberg spoke about the Arts Council meeting on October 25.

EXECUTIVE SESSION

At 6:03 pm, Mayor Nice convened an Executive Session via Microsoft Teams. The Executive Session was to discuss with legal counsel litigation or potential litigation pursuant to RCW 42.30.110(1)(i).

Mayor Salim Nice, Deputy Mayor Rosenbaum and Councilmembers Lisa Anderl, Jake Jacobson, Craig Reynolds, Wendy Weiker, and Ted Weinberg participated via Microsoft Teams.

Mayor Nice adjourned the Executive Session at 6:39 pm.

ADJOURNMENT

The Regular Hybrid Council Meeting adjourned at 6:39 pm.

Attest:

Salim Nice, Mayor

Andrea Larson, City Clerk



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6369
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6369: Town Center Parking Plan Adoption	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Adopt the Town Center Parking Plan.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Sarah Bluvas, CIP Project Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Final Town Center Parking Plan 2. Summary of Final Changes to the Plan
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 present the final Town Center Parking Plan (Exhibit 1) for approval by the City Council.

- At its October 17 meeting, the City Council reviewed 22 public comments received on the draft Town Center Parking Plan ("Parking Plan") and discussed nine items related to the parking plan's Strategies and Recommendations ([AB 6359](#) – Exhibit 4 and Exhibit 6).
- Following a robust discussion, the Council requested no substantial changes to the Parking Plan and directed staff to finalize the document for adoption.
- The Parking Plan is ready for adoption in the form presented tonight. Staff will perform a final review for typos and formatting corrections, then the final version will be published on the City's website.
- Upon adoption, various City departments will add items to their 2024 work plans based on the Parking Plan recommendations.

BACKGROUND

The City Council approved a 2021-2022 budget proposal to conduct a Town Center parking study and identified the following goals for the Town Center parking system:

1. Create a parking program that activates Town Center, supports small businesses, and enhances the Town Center visitor experience.
2. Ensure Mercer Island residents have priority access to public transportation.
3. Determine if on-site commercial and multi-family residential parking is adequately supplied and utilized. Identify options for increasing and/or regulating its use.

The Town Center Parking Plan (“Parking Plan”) includes three strategies and associated recommendations that work together to achieve the Council’s stated goals and to ultimately make parking more functionally available, usable for different users, and supportive of other options for non-driving travel to and around Town Center.

OVERVIEW OF PARKING PLAN PROCESS

In 2022, the City contracted with Walker Consultants, a global parking and mobility consulting firm with offices in Seattle and around the U.S., to study parking supply, usage, regulations, management, and wayfinding. Background research, parking data collection, and community engagement were conducted from March to September 2022 and informed the development of the draft Parking Plan. The Council paused work on the Parking Plan in March 2023 until the State legislative session concluded, as several bills pending in the legislature could impact parking ([AB 6242](#)).

The process resumed on July 5, 2023, and a public comment period was held from July 31 to September 19 to receive feedback on the draft Parking Plan ([AB 6336](#)). On October 17, the Council reviewed 22 public comments received on the draft Parking Plan, discussed nine items related to the Parking Plan recommendations, and directed staff to finalize the document for adoption ([AB 6359](#)).

ISSUE/DISCUSSION

The final Parking Plan includes five main sections and six supporting appendices:

Sections

- A: Project Overview** – Introduces the project goals and summarizes the recommendations.
- B: Parking Inventory and Utilization** – Presents parking inventory, parking utilization, length of stay analysis, and other data collected in June 2022.
- C: Community Outreach Activities** – Summarizes the community outreach methods, number of participants, and key findings.
- D: Strategies and Recommendations** – Outlines three strategies for managing the Town Center parking system and the associated recommendations, actions, and support.
- E: Implementation** – Includes an implementation matrix with timing and anticipated resource impacts as well as guidance for ongoing monitoring.

Appendices

- A: Community Engagement Plan** – Public participation plan scoped for this project.
- B: Detailed Community Engagement Findings** – Documents all comments, mapping activity inputs, and survey responses as well as aggregates responses from focus group participants.

- C: Background Studies and Current Programs Review** – Summarizes review of background plans, studies, and documents related to Town Center parking, mobility, and planning.
- D: Mercer Island Park-and-Ride User Surveys** – Includes Park-and-Ride data collected by Sound Transit in 2014 and 2015.
- E: Town Center Parking Observations** – Includes evidential photographs of current Town Center parking and mobility conditions, captured during the planning process in 2022.
- F: 2023 Town Center Parking Inventory and Utilization** – Includes parking data collected by the City in 2023. The data builds on the 2022 inventory and counts as well as includes data collection of the Park-and-Ride and North Mercer Restricted Parking District (RPD).

At the October 17 City Council Meeting, the Council discussed nine items related to the Parking Plan's recommendations. No substantive changes to the Parking Plan were requested; a summary of the discussion and progress made on items since the meeting is provided as Exhibit 2.

NEXT STEPS

Upon adoption of the Parking Plan, staff will complete a final copyedit of the document and publish the public version on Let's Talk and the City website. Staff continue to implement early/ongoing actions from the Parking Plan and plan to complete the following by the end of 2023:

- Publish new parking map resources on the City website (Recommendation 2a)
- Schedule City Council review and adoption of updated Town Center parking citation amounts for 2024 (Recommendation 1e)
- Schedule 2024 parking counts (ongoing/multiple recommendations)

Additionally, staff will prepare 2024 work plan items related to parking enforcement, wayfinding, and regulatory requirements. Staff will also include recommendations for the 2025-2026 work plan as part of the next biennial budget update.

RECOMMENDED ACTION

Adopt the City of Mercer Island Town Center Parking Plan as presented in Exhibit 1 to AB 6369.

AB 6369 Town Center Parking Plan Adoption

Exhibit 1: Final Town Center Parking Plan document



Prepared for the City of Mercer Island

Town Center Parking Plan

November 1, 2023

DRAFT



Study conducted by



WALKER
CONSULTANTS

[WALKERCONSULTANTS.COM](https://www.walkerconsultants.com)

Table of Contents

A Project Overview	3
B Parking Inventory and Utilization	5
C Community Engagement Activities	12
D Strategies and Recommendations	15
Strategy #1: Manage the on-street public parking supply.	15
Strategy #2: Improve the convenience and efficiency of parking.	25
Strategy #3: Expand travel mode choices through programs and infrastructure investments.	28
E Implementation	36
Appendices	38
Appendix A: Community Engagement Plan	39
Appendix B: Detailed Community Engagement Findings	44
Appendix C: Background Studies and Current Programs Review	55
Appendix D: Mercer Island Park-and-Ride User Surveys	75
Appendix E: Town Center Parking Observations	78
Appendix F: 2023 Town Center Parking Inventory and Utilization	86

List of Figures

Figure 1: Existing On-Street Parking Locations and Regulations	6
Figure 2: Weekday Parking Utilization - Wednesday, June 8, 2022	7
Figure 3: Weekend Parking Utilization - Saturday, June 11, 2022	8
Figure 4: Weekday Peak Utilization (Wednesday, June 8, 2022, at 12 pm)	9
Figure 5: Length of Stay Analysis	11
Figure 6: Screenshot of Map Your Input Activity	14
Figure 7: Polling Results on Strategy Levels of Agreement	15
Figure 8: Map of Proposed Parking Time Limit Regulations for Town Center	18
Figure 9: Map of Proposed Streets to Explore for Reconfiguration	34

List of Tables

Table 1: Summary of Town Center Parking Plan Recommendations and Implementation Timelines	3
Table 2: Recommendations to Manage the On-Street Public Parking Supply	16
Table 3: Recommendations to Improve the Convenience and Efficiency of Parking	24
Table 4: Recommendations to Expand Travel Mode Choices through Programs and Infrastructure Investments	27

A Project Overview

Introduction

In 2022, the City of Mercer Island conducted a Town Center parking study to evaluate current parking supply, utilization, and management of Mercer Island's Town Center.

Town Center is Mercer Island's core commercial district, located on the North End of the island and featuring local shops, restaurants, service providers, and multifamily housing. By 2025, Town Center will be served by light rail via Sound Transit's East Link Extension, and the area also connects to the I-90 Trail, a regional bike and pedestrian commuter trail.

Well-planned and sufficient parking is vital to the success of the Town Center economy and the experience of Town Center business owners, patrons, residents, and visitors. Mercer Island City Council identified the following goals for the Town Center parking system:

1. Create a parking program that activates Town Center, supports small businesses, and enhances Town Center visitor experience.
2. Ensure Island residents have priority access to public transportation.
3. Determine if on-site commercial and multi-family residential parking is adequately supplied and utilized. Identify options for increasing and/or regulating its use.

The 2022 study resulted in this Town Center Parking Plan ("Parking Plan"). Recommendations included in the Parking Plan are derived from an assessment of existing Town Center conditions and parking operations; conversations with community members and governing decision makers; and evaluation of the best practices and actionable steps that may best achieve the goals for Town Center parking. The recommendations intend to work together to achieve the City Council's stated goals and to ultimately make parking more functionally available, usable for different users, and supportive of other options for non-driving travel to and around Town Center.

Summary of Data and Recommendations

Parking utilization counts on Wednesday, June 8, 2022, at the "peak utilization" time of 12 pm show:

- The on-street spaces were 72% occupied, which is a manageable, non-congested overall rate.
- There are some areas of 85% or greater use in the north and southeast areas of Town Center.
- The off-street spaces are only 51% used overall at the peak time, with none exceeding 85% and only a few locations in the 70-84% range.

Additionally, community members provided input about their current travel patterns and opinions about various potential recommendations throughout the project. Methods to collect community feedback included seven focus groups, discussion and mapping inputs provided through the Let's Talk project page, and an online survey available to everyone. Community members supported Town Center parking management approaches that will allow them to "park once" and walk around; preserve parking near the busiest destinations for customers; and improve opportunities for using other forms of transportation such as walking and biking (parking data and community input are further discussed later in this Parking Plan).

Parking data and community input informed the strategies and recommendations summarized in Table Section D elaborates on these strategies, and Section E provides guidance for ongoing monitoring and implementation.

Table 1 Summary of Town Center Parking Plan Recommendations and Implementation Timelines

Strategies & Recommendations		Implementation
Strategy #1: Manage the on-street public parking supply.		
1a	Revise on-street parking time limits to be consistent throughout Town Center.	1-3 years
1b	Monitor the North Mercer Restricted Parking District and Town Center Parking permit programs. Modify them as needed to prepare for future parking impacts due to increased commuter traffic and the opening of the East Link Extension.	4-6 years
1c	Create additional 30-minute loading and 3- and 10-minute pickup/drop-off spaces on-street.	1-3 years
1d	Add more ADA parking on-street.	4-6 years
1e	Implement additional enforcement of Town Center's on-street parking regulations, including education and marketing campaigns.	1-3 years
1f	Consider paid parking in Town Center, and deploy technology to create easier use and enforcement.	7-10 years
Strategy #2: Improve the convenience and efficient supply of parking.		
2a	Improve awareness of and navigation to Town Center's range of parking options.	1-3 years
2b	Promote agreements for public use of currently underutilized private parking.	4-6 years
Strategy #3: Expand travel mode choices through programs and infrastructure investments.		
3a	Add bicycle parking.	1-3 years
3b	Study options to allow more flexibility related to parking requirements for new businesses.	4-6 years
3c	Implement a proactive Transportation Demand Management Program for new development.	4-6 years
3d	Study options to reconfigure some Town Center streets with considerations for adding parking and loading; improving walking and bicycling facilities; improving wayfinding and access; and ensuring area streets are calm and safe for all users.	7-10 years
3e	Create more community gathering spaces.	7-10 years

Note: The Town Center parking study that informs this Parking Plan was conducted in 2022, when Mercer Island, like all communities, was still experiencing the impacts of the COVID-19 pandemic ("pandemic") on commuter travel, in-person retail demand, community gatherings, and other factors that influence transportation behavior. Though many aspects of society had largely reopened, it is unknown what long-term impacts the pandemic will have on work commuting, school attendance, residential location preferences, office space demand, interest in public gatherings, and other activities. Where relevant, recommendations include actions to continue studying commuter parking needs to inform future improvements to Town Center parking.

B Parking Inventory and Utilization

This section outlines parking data collected in June 2022. Data featured in this section includes:

- Inventory of on- and off-street parking spaces in Town Center
- Parking utilization (weekday and weekend counts)
- Length of stay analysis
- Observational counts of the North Mercer Restricted Parking District (RPD) and Mercer Island Park-and-Ride (8000 North Mercer Way)

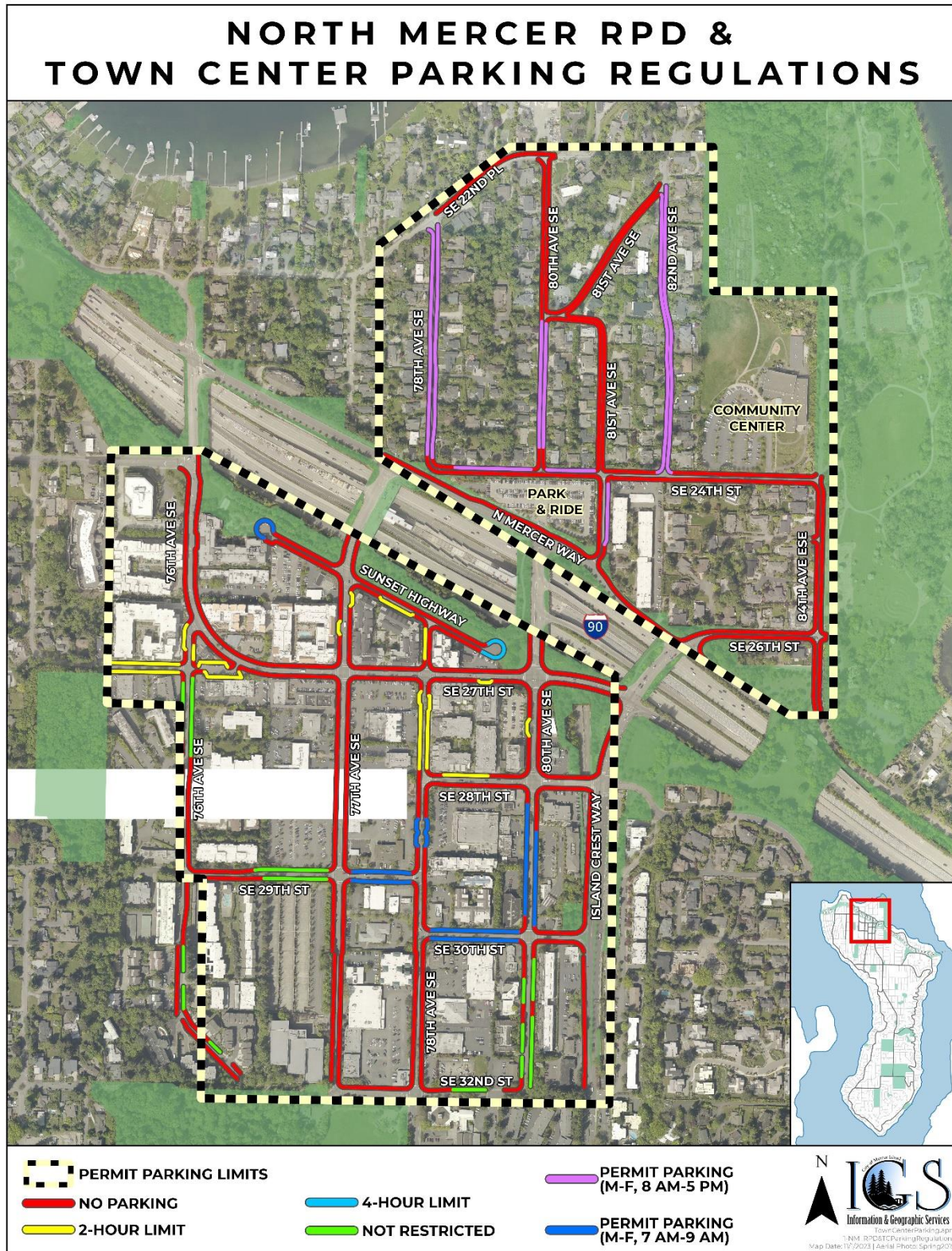
Methodology

Parking counts were conducted in Town Center on Wednesday, June 8, and Saturday, June 11, 2022. These dates were chosen to capture typical busy conditions in Town Center. Parking occupancy counts (i.e. number of parked cars) were conducted every two hours from 10 am to 8 pm, inclusive, on both days to understand parking demand throughout the day on typical parking conditions. Parking length of stay counts were also conducted at 5 pm and every two hours from 10 am to 8 pm, inclusive, on June 8 to understand how long cars stay parked in on-street spaces.

Town Center Parking Inventory

Town Center parking inventory has 2,745 parking spaces. This includes 2,492 off-street parking spaces and 253 on-street parking spaces. Several Town Center primary streets, including SE 27th Street, 77th Avenue SE, and 78th Avenue SE, have significant stretches with no on-street parking. Off-street, privately owned parking is plentiful, with nearly every development, business, or commercial center having a parking area. Figure 1 shows the location of on-street parking with various regulations.

Figure 1 Existing On-Street Parking Locations and Regulations



Source: City of Mercer Island.

The following parking space inventories were collected for the various on-street spaces regulated per Figure 1.

- 2-Hour Limit: 88 spaces
- Not Restricted: 90 spaces
- Town Center Parking Permit program: 53 spaces

The 4-hour limit parking spaces located in the east cul-de-sac of Sunset Highway are not striped so they were not inventoried as part of the parking study. However, the City estimates 12 parking spaces in that area. Similarly, the North Mercer Restricted Parking District (RPD) parking spaces are not striped and were not inventoried; the City approximates 71 parking spaces in the RPD.

The City also inventoried ADA, Loading Zone, and 30-minute parking spaces, for the following parking counts:

- ADA: 1 space
- Loading Zone: 16 spaces
- 30-Minute Parking: 2 spaces

Town Center Parking Utilization

Figure 2 summarizes the weekday parking system demand in the Town Center study area compared to an 85% occupancy threshold. A widely recognized best practice in parking management is to compare actual parking utilization rates with an 85% occupancy threshold. When parking is 85% occupied, spaces are well-used: pricing (if used) is not needlessly deterring people from driving to the area, and it is still possible for drivers to find a space without cruising around waiting for another driver to leave, which results in increased emissions and traffic congestion. As shown in the figure, on-street parking was more highly utilized than off-street parking throughout the day. However, on-street occupancy never exceeded 71% system-wide, which is well below the 85% occupancy threshold. Both the on-street and off-street parking in the study area followed a similar pattern where occupancy peaked at 12 pm and declined throughout the afternoon into the evening.

Figure 2 Weekday Parking Utilization - Wednesday, June 8, 2022

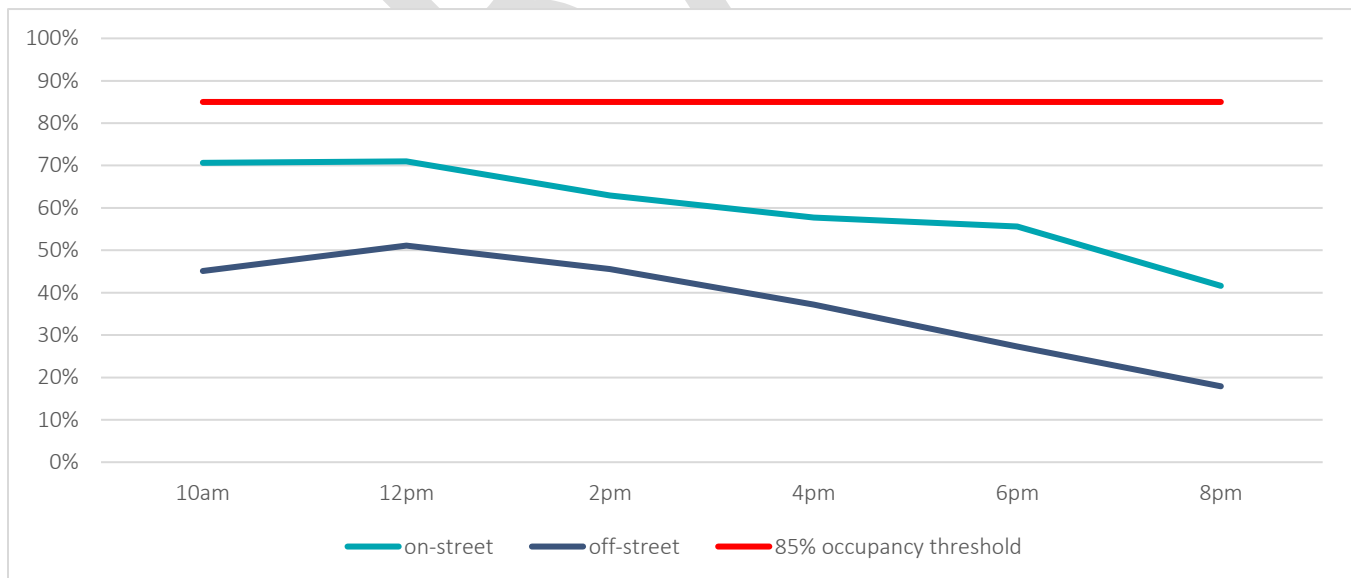
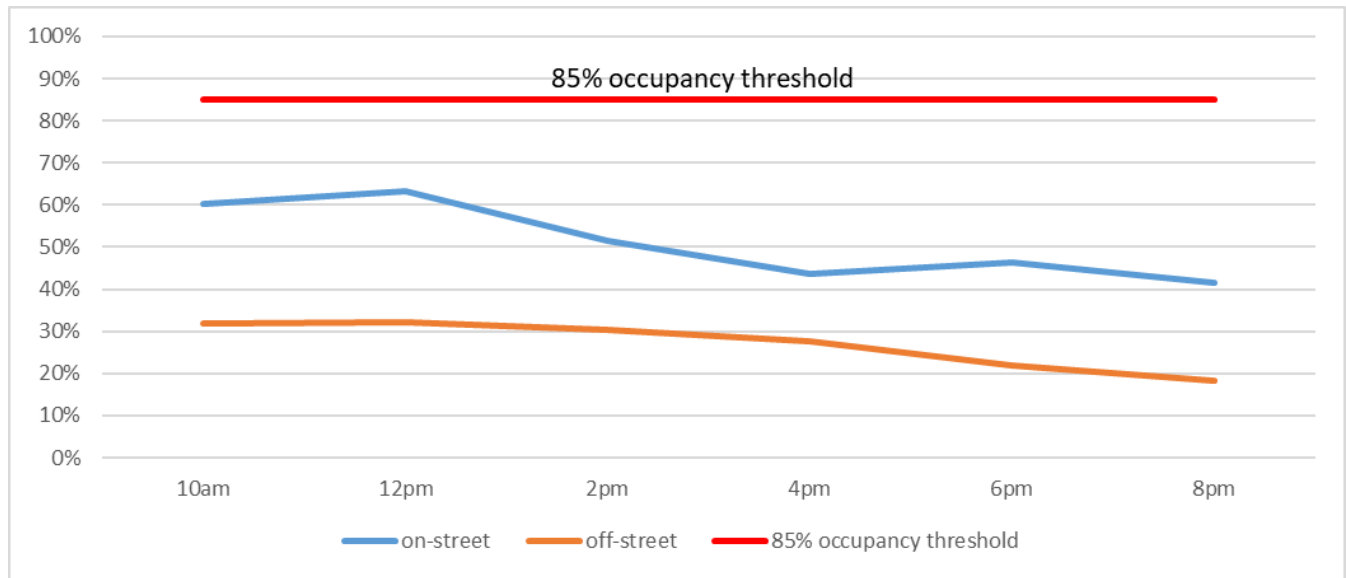


Figure 3 summarizes the weekend parking demand in the Town Center study area. Like the weekday, on-street parking was more highly utilized than off-street parking throughout the day system-wide. However, overall on-street occupancy never exceeded 63%, which is well below the 85% occupancy threshold. Both the on-street and

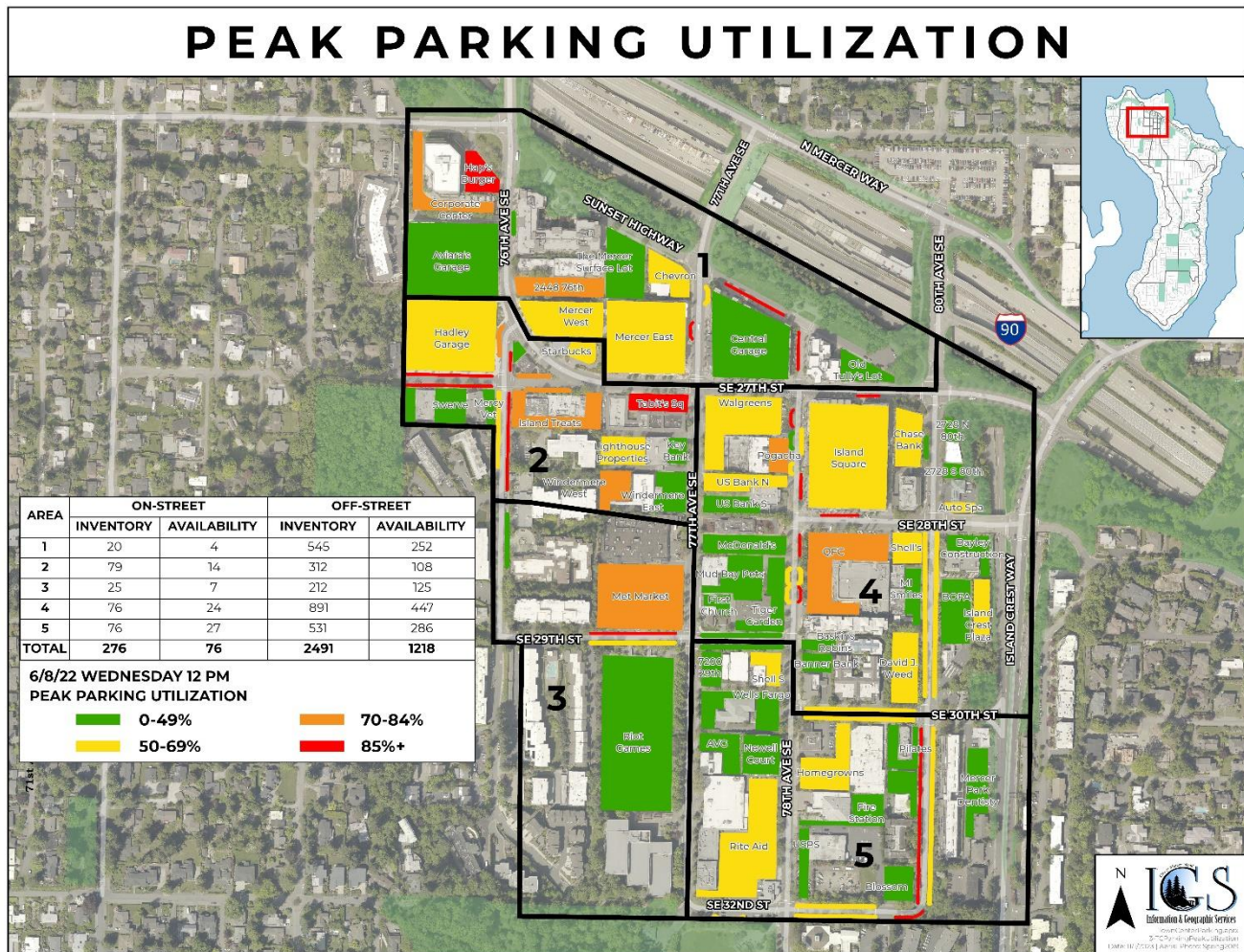
off-street parking in the study area followed a similar pattern where occupancy peaked at 12 pm and declined throughout the afternoon into the evening.

Figure 3 Weekend Parking Utilization - Saturday, June 11, 2022



The period of peak parking demand for the study area occurred on Wednesday, June 8, 2022, at 12 pm. This weekday lunchtime peak period is typical of other commercial districts around the country. Figure 4 shows the parking utilization spatially during the weekday period of peak parking demand. Certain block faces and parking facilities exceeded the 85% occupancy threshold, while other block faces and facilities were less than 50% occupied.

Figure 4 Weekday Peak Utilization (Wednesday, June 8, 2022, at 12 pm)



Source: Graphic – City of Mercer Island; Data – Walker Consultants and IDAX Solutions.

Even during the period of peak parking demand, it was found that spaces were available in Town Center:

- 83 on-street spaces were available.
- 1,218 off-street spaces were available.

Length of Stay Analysis

A length of stay analysis shows how long vehicles occupied on-street parking spaces in Town Center on Wednesday June 8, 2022. This analysis focused on blocks where the parking occupancy was 70% or higher and considered vehicles parked for at least four hours “long-term parkers.” Figure 5 shows the street segments with at least 70% occupancy and segments in which parkers were parked for at least four hours.

The length of stay analysis indicates:

- 117 total cars parked on these busy blocks.
- 56 of 117 (48%) were parked for 4+ hours.
- Of the 56 vehicles parked for 4+ hours, 33 vehicles (59%) were parked in 30-minute or two-hour parking zones.

Figure 5 Length of Stay Analysis



Source: Graphic – City of Mercer Island; Data – Walker Consultants and IDAX Solutions.

Observational Counts of Peripheral Areas

Mercer Island Park-and-Ride utilization was counted manually¹ on June 29-30 and included the following occupancies:

- Wednesday 6/29/22, 1 pm: 221 of 447 spots occupied (49%)
- Thursday 6/30/22, 10 am: 222 of 447 spots occupied (49%)

The North Mercer Island Restricted Parking District (RPD) was also manually counted on the same days. There are approximately 71 on-street spaces in the RPD, and the City has issued 61 permits for 2022 / 52 permits for 2023.

Occupancy was as follows:

- Wednesday 6/29/22, 1 pm: 26 vehicles parked on-street (37%)
- Thursday 6/30/22, 10 am: 21 vehicles parked on-street (30%)

Town Center Transportation Observations

Transportation to and around Town Center was observed over a three-day period in June 2022. Cars were the predominate observed way of travel around Town Center. Cars are coming and going from off-Island via I-90, from the south of the Island via Island Crest Way, and from local street connections. There was little evidence of surface street congestion at any point during the observation days. Some minor vehicle backups occurred within busy parking lots such as Islandia Center (3016 78th Ave SE) and Tabit Village Square (7695 SE 27th Street) as well as the angled on-street parking on SE 27th Street (adjacent to the Boyd Building, 7605 SE 27th). Within Town Center, moderate bicycle traffic was also observed throughout the day on June 29 and 30, especially entering and exiting Town Center at SE 32nd Street / 78th Avenue SE and traveling along 77th Avenue SE.

¹ The Mercer Island Park-and-Ride is owned and operated by Sound Transit. Sound Transit conducted parking counts of the Park-and-Ride in February 2014 and February 2015. The specific day of the week and time of the counts is unknown, but Sound Transit's survey found that the Park-and-Ride was 96% occupied in 2014 and 95% occupied in 2015. The survey maps are included as Appendix D. The City began conducting parking counts of the Mercer Island Park-and-Ride in 2023. That data is included in the parking data update provided as Appendix F.

C Community Engagement Activities

A range of community engagement activities were conducted during the early investigation for this Parking Plan. Overall, community members said that driving and parking is their predominate way of travel. They drive because it is convenient, it is quicker than other ways of traveling, and it is usually easy to find parking. People generally supported strategies to make parking easier to find and use but offered few specific locations or times during which they experience parking congestion. Community members also responded favorably to making it easier to walk and bike between Town Center destinations, instead of driving from point to point, and were supportive of concepts to use street space for gathering areas and bikeways instead of solely parking.

This section summarizes the community outreach methods, number of participants, and key findings. Appendix B provides detailed community engagement findings.

Let's Talk Mercer Island

The City created a Town Center Parking Study project page on Let's Talk (<https://letstalk.mercergov.org/tc-parking-study>) explaining the project objectives and encouraging community members to share their experiences and ideas to help shape project recommendations. The page included a brief survey, mapping activities, and space to provide open-ended comments. The page received 1,100 total visits as of March 2, 2023.

Community members also submitted 17 general comments on Let's Talk, including encouraging shared parking; promoting walkability; considering paid parking; widening sidewalks; adding street lighting; and using signage to direct people to parking. Comments also expressed concerns that the East Link Extension of the light rail will cause parking congestion and statements that parking doesn't create vitality (see Appendix B for all comments).

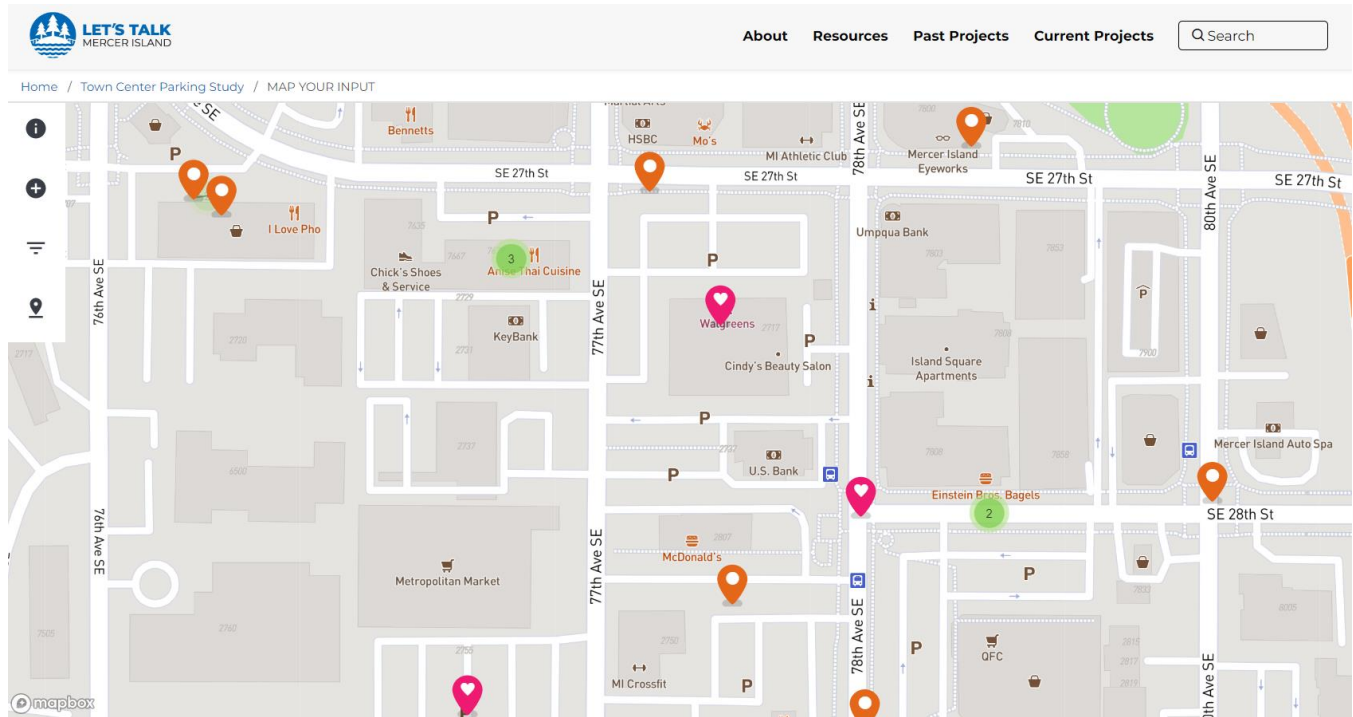
Online Survey Responses

A brief online survey asked questions about travel behavior, decision-making, parking management goals, and right-of-way priorities. The survey was open on Let's Talk July-September 2022, and received 232 total responses. Key findings from the online survey include the following:

- **Travel modes:** 85% of survey respondents use a personal vehicle as their primary travel mode around Town Center. Respondents cited the needs of their "schedule/obligations that day," "reliability/convenience of the travel choice," and "travel time" as the top three factors influencing their travel mode choices. This implies that most respondents see driving as the quickest, most convenient, and most reliable mode of transportation.
- **Parking goals:** When asked what their most important parking management goal is, survey respondents said: "making it easier to find parking" (47%), "prioritizing parking for certain groups, such as customers in the business district" (24%), and "making it easier and more pleasant to use other forms of travel, like walking and biking" (23%).
- **On-street parking:** Slightly less than half of total respondents (Strongly agree – 27%, Agree – 19%) support the statement that, "On-street public parking should be prioritized over other potential uses of the right-of-way in the busiest locations and/or at the busiest times."

Map Your Input Exercise on Let's Talk

Figure 6 Screenshot of Map Your Input Activity



Community members also participated in a mapping exercise that was open on Let's Talk from July-September 2022. Participants offered 32 unique comments on the map (Figure 6), covering two major themes:

- **Walkability and biking:** Many comments related to pedestrian and bicycle infrastructure and the parking supply surplus or constraints. Respondents specifically requested better walking connections from Town Center to the neighborhoods east of Island Crest Way; more bicycle racks at Mercerdale Park; and bicycle routes including paths and on-street facilities on 77th Avenue SE, SE 27th Street, SE 80th Street, and other locations.
- **Parking:** Respondents noted usually being able to find parking at Rite Aid (Mercer Island Shopping Center, 3023 78th Avenue SE), Metropolitan Market (2755 77th Avenue SE), Walgreens (7707 SE 27th Street), and the south end of Town Center. The Mercer Island Park-and-Ride was the only place someone commented as having unavailable parking. (See Appendix B for all comments.)

Focus Groups

Four one-hour focus groups with representatives from Neighbors in Motion, the Mercer Island Historical Society, the Chamber of Commerce, and the Mercer Island Climate Action Network were conducted² as well as two general focus groups with Mercer Island community members and business owners. Attendees listened to a presentation on the goals of the parking study and findings from parking data collection before participating in a polling exercise using Mentimeter, a digital engagement platform.

² A fifth focus group with the Mercer Island Rotary Club was scheduled but no participants attended.

Figure shows aggregated polling results for participants' agreement with various transportation statements. (See Appendix B for complete poll results.)

Figure 7 Polling Results on Strategy Levels of Agreement

Statement	Average level of agreement (5 = strongest agreement)
It makes sense for all parking facilities in the Town Center to be shared among multiple uses if they can be.	4.2
The most convenient parking in Town Center should be prioritized for visitors and customers.	3.8
It makes sense to create more community gathering spaces in Town Center, even if parking has to be moved to do so.	3.7
I'd support paid parking if it benefited the community in tangible ways, like making it easier to get places and supporting community initiatives.	3.6
It makes sense for parking to cost more in areas where demand for parking is highest.	3.1
On-street parking should be prioritized over other potential mobility uses for the right-of-way, like bike lanes and wider sidewalks.	2.5
On-street parking should be prioritized over community uses for the right-of-way, like parklets and outdoor dining areas.	1.9

Economic Development Vision Survey

As part of the 2022-2024 periodic update to the Mercer Island Comprehensive Plan, the City is developing its first Economic Development Element. The City conducted an Economic Development Vision Survey in summer 2022, and responses from that survey also informed recommendations included in this parking plan. In total, 644 responses were received for the vision survey, and 463 responses (72%) included comments about parking, outdoor space, walkability, business vitality, transit access, and other topics related to this parking plan.

Many respondents' visions for the future of Mercer Island's commercial areas include features that make these areas more of a destination: more variety of restaurants, shops, and amenities; street design and parking that enable residents to "park once" to shop and run errands rather than driving from place to place; and a cohesive identity that makes a commercial area feel like a destination.

Other relevant input includes:

- Providing good bike lanes to help businesses be more environmentally friendly.
- Improving parking to make business more viable.

See Appendix C for complete summary.

D Strategies and Recommendations

This section outlines three strategies for achieving the stated goals for the Town Center parking system. It includes recommendations and specific actions to take for each. An implementation matrix for all strategies is included in Section E of this report.

Strategy #1: Manage the on-street public parking supply.

On-street parking spaces are unevenly used across Town Center. Some areas are occupied over 85% for most of the day, time limit regulations are irregular throughout Town Center, and spaces with time limits are not consistently enforced. Cars overstay the parking limits, making on-street spaces unavailable for customers.

Recommendations for managing the on-street public parking supply are included in Table 2. These recommendations seek to make parking:

- Easier to find for each user type – visitors, employees, commuters, delivery operators, and others.
- Consistently regulated throughout Town Center.
- Better enforced to help increase availability.
- More conducive to “parking once” and being able to walk to multiple destinations.

Table 2 Recommendations to Manage the On-Street Public Parking Supply

Recommendations	
1a	Revise on-street parking time limits to be consistent throughout Town Center.
1b	Monitor the North Mercer Restricted Parking District and Town Center Parking permit programs. Modify them as needed to prepare for future parking impacts due to increased commuter traffic and the opening of the East Link Extension.
1c	Create additional 30-minute loading and 3- and 10-minute pickup/drop-off spaces on-street.
1d	Add more ADA parking on-street.
1e	Implement additional enforcement of Town Center’s on-street parking regulations, including education and marketing campaigns.
1f	Consider paid parking in Town Center and deploy technology to create easier use and enforcement.

1a. Revise on-street parking time limits to be consistent throughout Town Center.

Current Conditions

- Town Center on-street parking is regulated through a mix of two-hour, four-hour, unrestricted, ADA, loading, and three-minute zones³. No on-street parking requires payment to park unless parking in a space allocated for the Town Center Parking permit program, which requires a permit to park from 7 am to 9 am Monday-Friday. (Recommendation 1b. addresses the Town Center Parking permit program and begins on page 18.)
- While peak occupancy⁴ showed an overall acceptable 72% utilization rate in Town Center, that utilization was not evenly distributed. Certain blocks, both regulated and unrestricted, showed 85% or greater use, while other blocks were below 50% use.
- Many Town Center streets do not provide on-street parking due to the current street configurations.

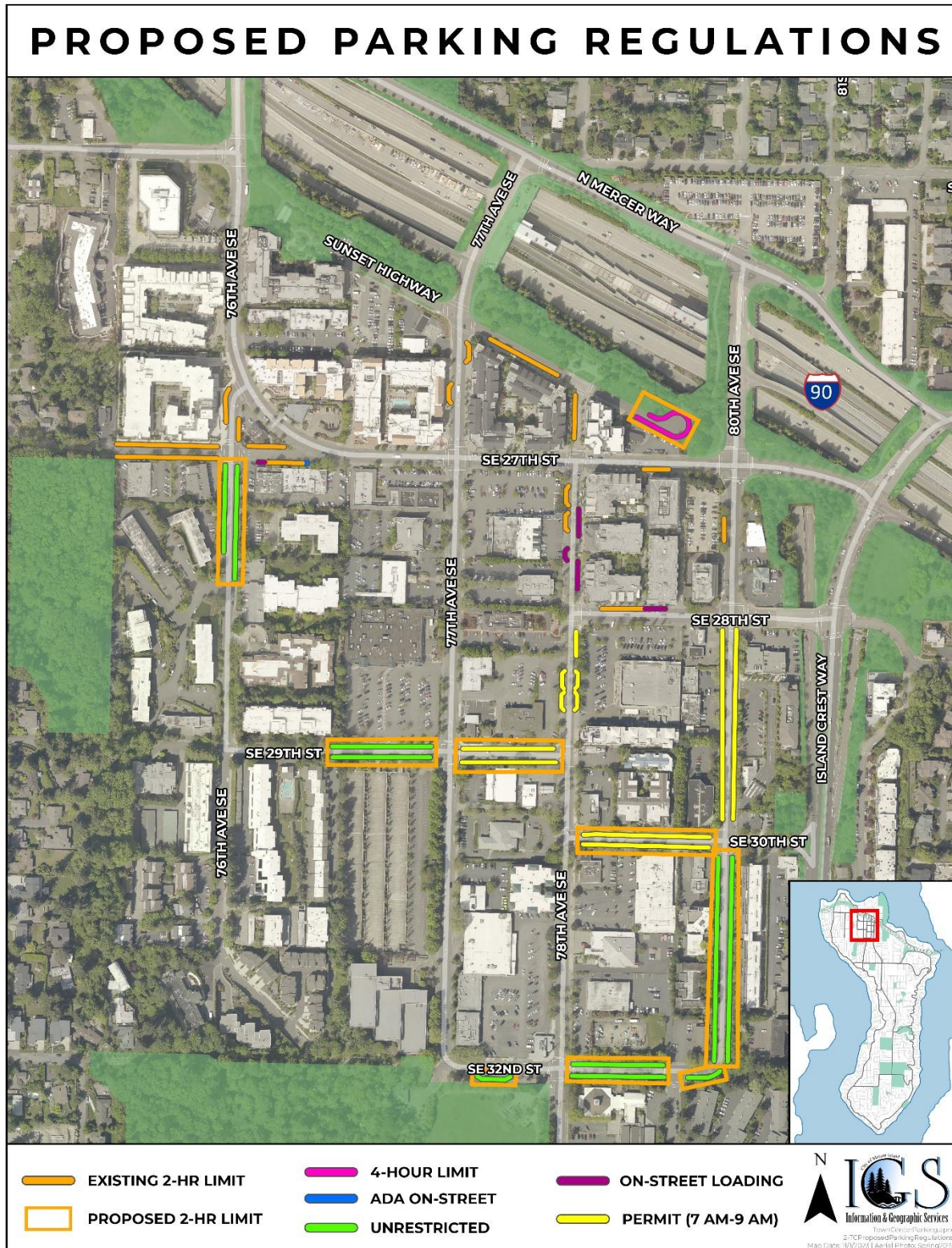
Actions	Primary Reasoning
Convert all on-street parking in Town Center to two-hour limits, excluding ADA and loading zones. Conversion would include all current spaces regulated as two-hour, four-hour, unrestricted, and Town Center Parking Permit.	Two-hour limit on-street parking is suitable to serve most customer and visitor needs in a business district, allowing enough time to complete errands, dining, and visits, while being short enough to promote turnover of spaces. This change also brings more consistency and ease of use to on-street parking regulations in Town Center.
After new two-hour limit regulations are in place, conduct periodic parking turnover counts and collect observations from Town Center businesses, patrons, residents, and other visitors.	Will help identify how consistently the new parking regulations are being followed and inform future changes

A map of proposed parking limit regulation changes is provided in Figure 8.

³ Refer to Figure 1 on page 6 of this report.

⁴ Refer to Figure 4 on page 9 of this report.

Figure 8 Map of Proposed Parking Time Limit Regulations for Town Center



1b. Monitor the North Mercer Restricted Parking District and the Town Center Parking permit programs. Modify them as needed to prepare for future parking impacts due to increased commuter traffic and the opening of the East Link Extension.

Current Conditions

The **North Mercer Restricted Parking District (RPD) Permit Program** was created in 2003 to prevent spillover of commuter users of the Mercer Island Park-and-Ride onto neighborhood streets when the Park-and-Ride is full. Permits cost \$5/year for each vehicle legally registered to a resident in the RPD. Permit holders may apply for up to two guest passes, and temporary contractor permits are also available. Guest permits cost \$10 per permit. The permit also grants the same privileges of the Town Center Parking permit.

- **Parking Locations:** Portions of 78th Ave SE, 80th Ave SE, 81st Ave SE, 82nd Ave SE, and SE 24th Street, North of I-90 / North Mercer Way
- **Number of Spaces:** 71 on-street spaces
- **Permit Numbers:** The City has not set a maximum number of available permits.
 - 2022: 61 regular permits, 33 guest permits
 - 2023: 52 regular permits, 16 guest permits⁵
- **Utilization:**
 - June 29, 2022: 26 vehicles parked
 - June 30, 2022: 21 vehicles parked⁶

The **Town Center Parking Permit Program** was created in 2001 to eliminate parking for non-Mercer Island commuters from City streets. Permits are available for Mercer Island residents as well as a limited number of Mercer Island businesses grandfathered into the permit program for \$5/year. The permit grants priority access to designated on-street spaces from 7 am to 9 am on weekdays. The penalty for parking in the permit area without a valid and visible placard is \$35.

- **Parking Locations:** Portions of 78th Ave SE, 80th Ave SE, SE 29th Street, SE 30th Street, and Sunset Highway in the Town Center zone
- **Number of Spaces:** 53 on-street spaces
- **Permit Numbers:** The City has not set a maximum number of available permits.
 - 2022: 337 permits
 - 2023: 233 permits
- **Utilization:** During the peak parking time of 12 pm on Wednesday, June 8, 2022, the Town Center Parking permit areas were primarily less than 70% utilized, with a small segment of spaces at 85% or higher utilization.

⁵ 2023 permit numbers as of February 1, 2023.

⁶ On-street parking use in the North Mercer Restricted Parking District (RPD) has typically been observed as lightly used since the pandemic began in early 2020 and commuter patterns changed substantially. Anecdotal evidence is that the RPD area experienced more non-permitted parking use pre-pandemic. The City began conducting parking counts of the RPD in 2023. That data is included in Appendix F.

North Mercer Restricted Parking District (RPD) Permit Program	
Actions	Primary Reasoning
Conduct parking demand/use counts during typical peak conditions (e.g. after weekday morning rush hour) at the Mercer Island Park-and-Ride.	Parking counts conducted in June 2022 demonstrated less than 50% occupancy of the Mercer Island Park-and-Ride. However, parking utilization data for the facility pre-pandemic is lacking, and it is still unknown how commuter parking demand may increase as the pandemic ends and the East Link Extension opens. Gathering more data is necessary to inform future decisions for the RPD and Town Center Parking permit programs.
Conduct semi-regular parking counts in the RPD.	Parking counts conducted in June 2022 demonstrated only 30%-40% occupancy of the RPD. However, spillover impacts from the adjacent Mercer Island Park-and-Ride may occur in the future as commuter parking demand increases due to the end of the pandemic and the opening of the East Link Extension. More data is necessary to inform potential changes to the RPD permit program.
Increase the fees for the RPD permit program to cover the costs of administering the program.	Permit fees do not currently cover the costs of administering the program, which could make the long-term viability of the program unsustainable.
Revise the RPD permit program if parking counts demonstrate significant congestion.	The RPD system was created over two decades ago in response to transit commuter parking spillover. Those conditions are less persistent in the current pandemic-influenced commuting environment, in which many Mercer Island residents work partially or fully from home and do not leave the Island for jobs. This condition may continue for years, but the City can begin preparing now for future impacts.

Town Center Parking Permit Program	
Actions	Primary Reasoning
Conduct parking demand/use counts during typical peak conditions (e.g. after weekday morning rush hour, weekday lunch hour) in Town Center permit-regulated parking spaces.	Like with the RPD permit program, more demand/use data is necessary before making permanent changes to the Town Center Parking permit program. Continuing to monitor commuter parking demand post-pandemic will inform future decisions for both permit programs.
Survey current Town Center Parking permit holders to better understand their parking needs and habits.	The Town Center Parking permit program has existed for more than two decades, and use of the program remained relatively steady prior to change in commuter patterns caused by the pandemic. Qualitative data from permit users will supplement the quantitative data collected in parking counts and help inform future decision making.
Increase the fees for the Town Center Parking permit program and parking citations.	Enforcement rates in Town Center are low, which may cause some non-permitted users to take their chances in the permit area and risk the small citation fine.
If the Mercer Island Park-and-Ride continues to demonstrate less than 75% occupancy, shift Town Center Parking permit holders to the Park-and-Ride and suspend the current Town Center Parking permit program.	Preserves valuable on-street parking for customers and other Town Center visitors to park throughout the day.

1c. Create additional 30-minute loading and three- and ten-minute pickup/drop-off spaces on-street.

Current Conditions

- On-street loading is currently designated along three blocks – several three-minute spaces on SE 27th Street (adjacent to the Boyd Building, 7605 SE 27th Street); 30-minute spaces on 78th Avenue SE north of SE 28th Street; and 30-minute spaces on SE 28th Street east of 78th Avenue SE. Collectively, these constitute 16 loading spaces.
- Loading, delivery, and pickup/drop-off demand was observed throughout Town Center, especially near multi-family residences and by businesses that lack their own loading docks or dedicated parking spaces.
- A considerable amount of loading and pickup/drop-off activity occurs from the standard curbside (either two-hour or unrestricted spaces) or from vehicles parked in the center turn lane of certain streets.

Actions	Primary Reasoning
Add 30-minute on-street loading spaces for commercial delivery during specific days and hours.	Providing formally designated loading space for businesses and residents can help reduce informal double-parking, center-lane loading, and other pickup and loading behavior that is both unsafe and causes street congestion.
Create new on-street, 3- and/or 10-minute loading zones for short-term pickup and drop-off.	Pickup and loading zones can be especially useful at buildings that have underground parking, off-street lots that are too small to fit tall delivery trucks, and in front of businesses that serve takeout or online sales.
Monitor new loading and pickup/drop-off zones for utilization, safety, and convenience.	Will help assess compliance with the regulations and inform decisions to expand, contract, relocate, or regulate spaces.

1d. Add more ADA parking on-street.

Current Conditions

- Existing ADA on-street parking includes one space on SE 27th Street east of 76th Avenue SE.
- The quantity of off-street ADA parking spaces was not collected during the study of Town Center parking. The City of Mercer Island ADA Transition Plan, adopted in 2022, describes off-street ADA design standards⁷.

Actions	Primary Reasoning
Study the need for additional ADA parking in Town Center.	The City's ADA Transition Plan does not specifically identify the need to add ADA parking spaces to Town Center. However, ADA spaces are one method the City may use to ensure access for people with mobility challenges in Town Center.
Identify high-demand locations to designate additional ADA spaces if further study reveals a need for more.	While on-street ADA quantity requirements are vague and depend on the land use and street context, it is considered best practice to provide roughly 2% of on-street spaces as ADA. With 276 on-street spaces in Town Center, this equals 5-6 ADA spaces. There is currently only one ADA space.

⁷ Mercer Island ADA Transition Plan. See document page 74 for off-street standards guidance.
https://www.mercerisland.gov/sites/default/files/fileattachments/public_works/page/29654/final_-_ada_transition_plan_-_city_of_mercer_island_-_accessible_version.pdf

1e. Implement additional enforcement of Town Center’s on-street parking regulations, including enhanced marketing and education.

Current Conditions

- Awareness of parking regulations in Town Center is largely provided on-site through the regulatory signage displayed on the street. Information about citation amounts and processing is available on the City’s website.
- Parking enforcement is conducted by the Mercer Island Police Department (MIPD). Three police vehicles are equipped with automatic license plate recognition (ALPR) systems. The City operates one parking enforcement vehicle with ALPR, which, in addition to permit tracking, can track parking duration.
- Currently, one officer is assigned to enforce Town Center parking. That position is also responsible for other duties, and enforcement of time limits/citing infractions has been irregular.
- Per MICC 10.18.080 Parking offenses – Payment and processing, parking citation rates are typically set by resolution by the City Council. In 2022, the rates reset to \$20 following an audit by the Washington State Administrative Office of the Courts (AOC).
- With low enforcement rates currently, many drivers likely take their chances with time limit and permit infractions.

Actions	Primary Reasoning
Provide education and awareness campaigns to inform users about parking time limits, the City’s enforcement approach, and other parking options.	Promotes an education-first approach to help people understand and/or adjust to parking regulations.
Equip additional ALPR vehicles with the City’s parking duration tracking software.	Provides additional enforcement capacity to monitor for time limit infractions.
Conduct targeted enforcement during known busy periods in the highest congestion areas.	Alleviates parking infractions that are most common during the busy times such as morning commuter parking and lunch-hour parking.
Provide a non-fee warning notice to first-time offenders, then institute paid tickets for later offenses.	Provides an education-first approach to improve parking enforcement compliance.
Increase parking citation rates.	Increase to the parking citation rate could improve parking compliance.

1f. Consider paid parking in Town Center and deploy technology to create easier use and enforcement.

Current Conditions

- All on-street parking in Town Center has no daily rate cost, though a small number of spaces are available only to Town Center parking permit holders during some hours of the day.
- Existing time-regulated spaces (such as two-hour parking) are manually enforced.
- The existing North Mercer Residential Parking District (RPD) and Town Center Parking permit programs require a small annual fee to park on-street in certain areas.
- The Island Square garage (2758 78th Avenue SE) provides the first two hours parking free and then charges money for subsequent hours. Users are required to register using the ParkMobile app for the first two free hours as well as the following paid hours.

Actions	Primary Reasoning
Conduct regular counts of Town Center parking utilization.	This parking plan recommends several actions to take first to redirect cars into the most suitable parking spaces for a driver's intended visit. Continuing to monitor Town Center parking utilization before and after these other actions are implemented will help inform whether to try additional solutions such as implementing paid parking.
If areas show unsatisfactory operations, consider paid parking.	Requiring payment for on-street parking can help encourage turnover of spaces because people won't park longer than needed to avoid paying additional fees.
Use lower-capital technology systems such as shared payment meters and app-based payment to keep initiation costs lower and provide flexibility in assigning the geography, time, and fees for paid parking.	Using technology-based payment can aid enforcement of parking time limits.

Strategy #2: Improve the convenience and efficiency of parking.

This strategy seeks to make parking more convenient by improving wayfinding and connections as well as maximizing underutilized parking supply. Implementing the following recommendations could improve parking to be:

- More available, accessible, and apparent to all users in both on- and off-street locations.
- Navigable to and from parking and to destinations.

Table 3 outlines Strategy #2 recommendations.

Table 3 Recommendations to Improve the Convenience and Efficiency of Parking

Recommendations	
2a	Improve awareness of and navigation to Town Center's range of parking options.
2b	Promote agreements for public use of currently underutilized private parking.

2a. Improve awareness of and navigation to Town Center's range of parking options.

Current Conditions

- Several garages with current shared parking options for public users all display signs describing the locations of public parking spaces and time limits.
- Many other off-street, privately owned parking lots post signs that say, "For Customer Use Only" and other private regulations and towing enforcement policies. Generally, these lots are free and available for the adjacent businesses but do not permit "walk-off parking."
- Parking counts and turnover observations conducted in June 2022 show considerable time limit infractions at the 30-minute and two-hour regulated on-street parking spaces. This, combined with evidence gathered in the survey and through conversations with Town Center business owners and employees, indicates that many employees and area visitors are using on-street spaces all day.
- The lack of consistent parking enforcement makes it easy to get away with exceeding time limits, and drivers may be unaware of other parking options in Town Center.

Actions	Primary Reasoning
Update wayfinding and regulatory signage to describe parking permissions in garages and lots.	Highly visible and consistent signage helps advertise parking space availability and locations. Town Center visitors can find convenient parking near their destinations, which reduces cruising and needless circulation, improving the efficiency of parking use.
Provide simple and easy-to-find information on the City website about parking maps, time-limit location details, enforcement hours, shared parking options, and other parking regulations.	Like with on-site signage, consistent messaging, maps, and other tools on the City website will aid visitors in planning their trips and knowing where to find parking when in Town Center.
Add highly visible and consistent signage at and near shared-use lots and garages to help drivers find available public parking at privately owned facilities.	MICC 19.11.130(B)(2) requires the placement of on-site parking information signage for any parking locations available to the public; this strategy goes further to recommend that off-site directional signage be considered.
Consider a comprehensive wayfinding evaluation for Town Center and neighboring areas. Future wayfinding solutions could include apps that direct drivers to available on- and off-street public parking spaces and automatic occupancy signs that display Available, Full, etc., at parking garages and lots.	The City and parking garage/lot owners/operators all use different signage for wayfinding and parking options in and around Town Center. This inconsistency impacts visitors' ability to navigate Town Center efficiently.

2b. Promote agreements for public use of currently underutilized private parking.

Current Conditions

- During peak parking utilization observed at 12 pm on Wednesday, June 8, 2022, 1,218 off-street spaces in privately owned parking lots were unused. At the same time, some nearby on-street public parking locations were at or beyond 85% utilization.
- MICC 19.11.130(B)(5) requires that all commercial retail parking built in new development of three stories or higher shall be made available for free public parking. Property owners may require that drivers patronize at least one business in the development but cannot prohibit them from leaving the premises, and the parking must be available for no less than two hours. No new development in Town Center has come online since these regulations were adopted in 2016.
- The City has established several Public-Use agreements in privately owned parking garages (see Appendix C for additional details about locations and number of spaces). Some of these agreements were negotiated as development conditions of new construction projects, while others were arranged to provide public parking in existing private lots and garages as a condition of granting a change of use or other development addition. All the parking under these agreements is free for two or three hours depending on the garage.
- The availability of public parking in these garages is not widely advertised; typically, a user must read the fine-print regulatory signs posted inside each garage. The exact rules and time limits for each shared garage vary, making it even more confusing for users to know about availability.

Actions	Primary Reasoning
Establish criteria and a process for implementing new Public-Use agreements to use underutilized parking in privately owned parking lots and garages, including identifying a funding mechanism for compensating private property owners for use of parking spaces.	Public-Use agreements would give the City flexibility to seek publicly available parking where it is most needed and an opportunity to give property owners opportunity to monetize a valuable but underutilized asset.
Identify preferred locations for establishing Public-Use agreements for parking. Consider locations where public parking use exceeds a threshold of 85% and nearby off-street private lots show consistent availability first.	Valuable on-street parking is the most visible and accessible parking option when entering Town Center and should be preserved for customer and short-term use. Pursuing options for long-term, off-street parking agreements can accommodate employee and commuter parking needs for eight or more hours per day. This will help free up valuable on-street parking for customer and short-term visitor use.
Work with property owners to implement new Public-Use agreements for Town Center patrons, employees, and other visitors to use underutilized, off-street public parking.	Helps balance available supply to meet parking demands in heavily congested areas without any party needing to invest in costly new parking lots and garages.
If new Public-Use agreements are implemented, conduct parking use/demand counts of those off-street lots during peak hours (e.g. after morning rush hour).	Will help the City evaluate the use and effectiveness of this parking program and inform future changes.

Strategy #3: Expand travel mode choices through programs and infrastructure investments.

These recommendations will help put Town Center on course to achieve a sustainable parking supply that both meets the needs of drivers and actively and safely supports other modes of travel, such as walking, biking, e-biking, and riding transit. Strategies seek to improve Town Center mobility to be:

- More convenient and safer for people traveling by any mode.
- Supportive of active, mixed uses, including more businesses and housing options, that can easily be reached by walking, biking, and other mobility devices.
- Balanced so that streets and parking are less physically intrusive and do not dominate.
- Connected to regional trail networks for pedestrian and bike/wheeled users.

Table 4 outlines Strategy #3 recommendations.

Table 4 Recommendations to Expand Travel Mode Choices through Programs and Infrastructure Investments

Recommendations	
3a	Add bicycle parking.
3b	Study options to allow more flexibility related to parking requirements for new businesses.
3c	Implement a proactive Transportation Demand Management Program for new development.
3d	Study options to reconfigure some Town Center streets with considerations for adding parking and loading; improving walking and bicycling facilities; improving wayfinding and access; and ensuring area streets are calm and safe for all users.
3e	Create more community gathering spaces.

3a. Add bicycle parking.

Current Condition

- Bicycle parking exists throughout Town Center, including racks along SE 27th Street and 78th Avenue SE; secure lockers and racks at the Mercer Island Park-and-Ride; racks at the corner of 78th Ave SE and SE 32nd Street to serve Mercerdale Park; and racks provided by businesses in parking lots or near entry doors. Other streets, such as 77th Avenue SE, which is a designated bikeway, have no or very little bicycle parking.
- As part of new station construction for the incoming East Link Extension light rail service, Sound Transit built a secure bicycle cage for 32 bikes at the west end of the rail station as well as added secure bicycle lockers and bicycle racks. These are expected to be usable once rail service begins.
- Though current bicycle parking supply in total may be sufficient, it is poorly distributed and often lacking near key destinations such as busy commercial and residential areas.
- MICC 10.71 Commute Trip Reduction (CTR) Plan identifies adding bicycle parking as a supporting strategy to reduce vehicle miles traveled and drive-alone trips.
- MICC 19.11 Town Center Development and Design Standards describes discretionary review processes in which bicycle parking may be made a required approval condition.

Actions	Primary Reasoning
Explore different methods to install more public bicycle parking in Town Center for pedal bikes and e-bikes. Distribute bicycle parking around Town Center so that it is available and findable adjacent to all destinations. Consider future infrastructure needs such as e-bike charging when evaluating locations and installation needs.	Just as vehicle parkers want available, proximate, safe, findable parking, so too do bicycle parkers. Installing bicycle parking throughout Town Center represents an investment in and commitment to this mode of travel. People are more likely to choose bicycling if there are high-quality bike parking facilities at their destinations.
Identify locations that may be suitable for parking bikeshare program bicycles.	The City may implement bike sharing in the future. Docks frequently are installed in place of on-street vehicle parking or in the sidewalk zone, which requires planning by the City to balance bicycle parking with pedestrian and parking needs.
Consider updating bicycle parking requirements in City code to ensure more bicycle racks and storage spaces are included in future projects.	Requiring more racks, storage spaces, and other bike infrastructure in future developments signals a commitment to this mode of travel and an investment in diversifying modes of transportation to, from, and around Town Center.
Monitor bicycle parking usage to inform future relocations and installations.	As with earlier recommendations, additional and ongoing data collection is necessary to monitor the effectiveness of bicycle parking usage and to evaluate future changes to the program.

3b. Study options to allow more flexibility related to parking requirements for new businesses.

Current Conditions

- MICC 19.11.130 requires lower quantities of parking in Town Center than required in other Mercer Island zones.
- Up to 50% of required parking may be supplied through a Shared Parking Agreement between two or more establishments. A traffic study must be conducted by a professional traffic engineer, and shared parking locations must be in proximity of each use (within 1,320 feet). The agreement must be executed by all impacted parties and recorded as a covenant or contract with King County.
- MICC 19.11.130 currently identifies the following ranges for number of parking stalls for specific uses in Town Center:
 - Residential: 1.0-1.4 parking spaces per unit
 - General retail: 2-3 parking spaces per 1,000 sf
 - Restaurant: 5-10 parking spaces per 1,000 sf
- In recent legislative sessions, the Washington State Legislature introduced bills that would modify and/or restrict local governments' authority related to minimum parking requirements for new development. Although some bills did not pass during the 2023 State Legislative Session, they are likely to return. The City will need to be mindful of the potential for State law changes that could impact parking-related policy work.

Actions	Primary Reasoning
Study options to modify the parking requirements for new Town Center development. Consider the types of development that may have a reduced requirement and how that parking demand could be accommodated in nearby facilities.	Requiring a building or land use to provide all its own parking on-site may lead to an oversupply of private parking in Town Center that sits empty and unavailable for public use when not in use by private businesses.
Study options to increase the permissible amount of required parking to be provided via a shared parking agreement from 50% to 100%.	In small-town environments like Town Center, requiring all parking to be provided on-site is typically incompatible with other downtown goals like walkability and encouraging non-auto ways of travel. Sharing parking allows for more efficient, flexible, and cost-conscious parking supply. It avoids mandating excess parking construction when nearby existing spaces are available, thus reducing the cost and physical impact of providing superfluous parking.

3c. Implement a proactive Transportation Demand Management Program for new development.

Current Conditions

- The Transportation Element of the 2016 Mercer Island Comprehensive Plan encourages use of Transportation Demand Management (TDM) tactics including carpools, alternative work hours, bicycle parking, transit pass subsidy, pedestrian, and bicycle improvements, and providing educational materials about transportation.
- However, TDM as described in the Comprehensive Pan is a voluntary undertaking. TDM is only required in MICC 19.20.050(C)2 as a mitigation method if a development project fails transportation concurrency, which is a measure of the impact to congestion and performance of net new trips at a development on adjacent and nearby roadway infrastructure.

What is Transportation Demand Management – An Explainer

- TDM programs provide and seek to build user uptake of broader transportation options and encourage/incentivize people to shift to non-drive-alone travel. TDM may include trip shifting tactics to switch people to biking, walking, and riding transit and may also include trip reduction tactics such as telework and compressed work weeks.
- TDM is also a principle used to guide long-term decisions about how to build communities. This includes factoring in transportation demand reductions that are potentially achievable through more transit- and walking-oriented development, complete street designs, and integrated corridor management.

Actions	Primary Reasoning
Explore options and impacts for allowing and encouraging development project applicants to submit a proactive TDM plan outlining steps to reduce vehicle trips and subsequent parking demand and/or spread those trips across larger time frames as a means of reducing peak roadway demands.	The City already has a provision for accepting TDM programs as a mitigation method if a development project fails transportation concurrency. This recommendation goes farther to encourage proactive TDM planning that could help the City achieve overall goals for improving mobility in Town Center.
If new TDM plans are implemented, collaborate with TDM sponsors to conduct two-year observation period to evaluate whether trip reduction is achieved.	Will inform whether future TDM programs and other transportation facility investments are needed

3d. Study options to reconfigure some Town Center streets with considerations for adding parking and loading; improving walking and bicycling facilities; improving wayfinding and access; and making area streets calmer and safer for all users.

Current Conditions

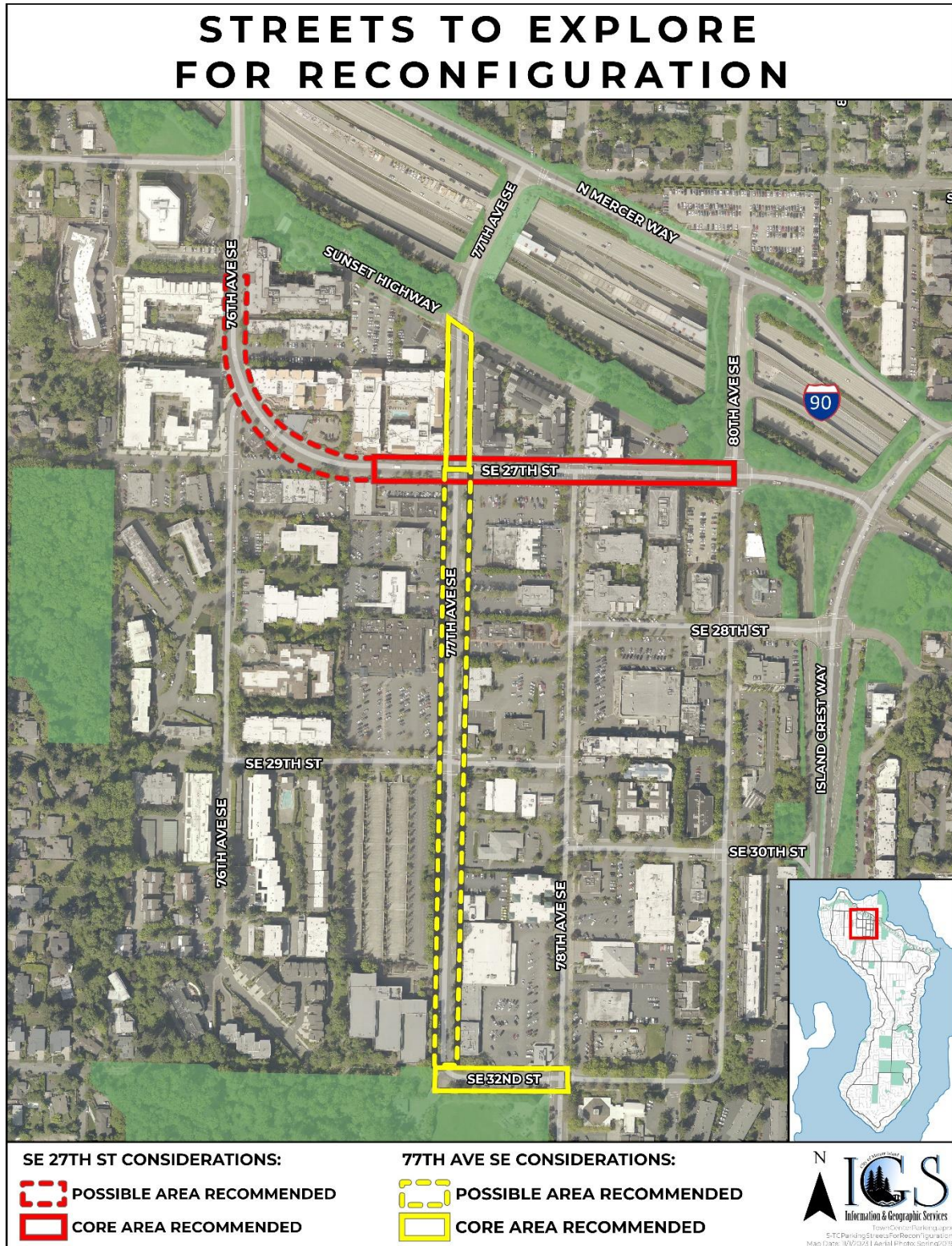
Two Town Center streets emerged as candidates to consider for reconfiguration, potentially with the impact of adding on-street parking, bicycle lanes, loading zones, and/or other facilities: 77th Avenue SE and SE 27th Street.

- **77th Avenue SE** is a key north-south street providing access from North Mercer Way to Mercerdale Park with three travel lanes, including a center turn lane. While there are unprotected bike lanes, there are no on-street parking spaces. Deliveries and loading are often performed from vehicles parked in the center turn lane. Community members provided input that the street experiences high-speed traffic that imperils safe bicycle riding and makes walking nearby often unpleasant. Capital project to consider: Channelization Upgrades from SE 32nd Street to North Mercer Way (2026)
- **SE 27th Street** is a secondary arterial east-west connection street at the north end of Town Center with three travel lanes, including a center turn lane. There are no on-street parking spaces nor bike lanes. Deliveries and loading are often performed from vehicles parked in the center turn lane. Community members provided input that the street experiences high-speed traffic and unsafe pedestrian conditions that are unsuitable for a “main street” in the Town Center core. Capital project to consider: Overlay from 76th Avenue SE to 80th Avenue SE (2024) and SE 27th Street Realignment Study.

Actions	Primary Reasoning
On 77th Avenue SE, study options to remove the center turn lane fully or partially and add on-street parking in the northbound direction.	Reconfiguring 77th Avenue SE would increase the on-street parking supply and promote greater access to those who walk and bike by providing safe infrastructure and street calming, as a new lane of parked cars can help narrow the remaining vehicle travel lanes and reduce driving speeds. Adding street parking to 77th Avenue SE would also support local businesses by increasing the parking supply in a commercial growth area.
On SE 27th Street, study options to fully or partially remove the center turn lane and add on-street parking, loading zones, ADA parking, bicycle corrals, and other curbside uses as appropriate.	SE 27th Street could evolve to provide more of a “main street” feeling that includes parking and business & residential access.

A map of proposed street sections to explore for reconfiguration is provided in Figure 9.

Figure 9 Map of Proposed Streets to Explore for Reconfiguration



3e. Create more community gathering spaces.

Current Conditions

- Town Center contains both formal and informal gathering spaces, such as sidewalk dining areas, parking spaces converted to “street seats,” and expanded sidewalk zones.
- During the COVID-19 pandemic, the City created flexibility to allow businesses to expand outdoor dining into public parking and right-of-way, which has been successful and revealed interest in exploring other opportunities to create outdoor gathering in these types of areas where appropriate.
- Previous streetscape redesigns, such as 78th Avenue SE with new wider sidewalks, on-street parking pockets, curb extensions, and improved median landscaping, have created plaza-like spaces in some areas of Town Center.

Actions	Primary Reasoning
Study opportunities to convert some parking stalls into quick-to-implement street seats and other uses.	Outdoor gathering spaces are centrally important to creating destinations and social connections as well as improving walkability in Town Center. They may also improve street safety by reducing lane widths and other road engineering features that typically promote high speeds.
Consider opportunities for more formal, constructed gathering spaces.	Signals that cars are not the primary focus everywhere in Town Center; rather, other modes of travel and prioritization of community connection are more important for select areas.
Consider a future, more ambitious approach to fully or partially close certain streets to vehicle access and turn them over to walking, biking, seating, vending, and other public space uses.	Operationally, street closures can help simplify circulation networks, directing cars onto vehicle-oriented streets and reducing traffic delay caused by searching for parking in high-congestion locations.

E Implementation

The recommendations outlined in this Parking Plan are intended to work together to achieve the goals of the Town Center parking system. This section includes an implementation matrix with timing, general resource requirements, and other considerations for each recommendation. Implementation should be coordinated across City departments and integrated into future work plans/coordinated with other study, design, and construction projects in the Town Center when possible. Additionally, the City may consider the following activities to monitor the ongoing success of programs:

- Conduct traffic counts before and after implementing recommendations of this parking study. Consider including counts of pedestrians and bicycles to observe travel mode choices over time.
- Incorporate questions about parking availability, travel practices, feelings about recommendations that have been implemented, parking fees (if applicable), etc., in future community-wide surveys to collect regular feedback from Mercer Island residents.

Implementation Matrix for Town Center Parking Strategies & Recommendations

Strategy	Recommendation		Anticipated Investment	Timing	Implementation Considerations
Manage the on-street public parking supply.	1a	Revise on-street parking time limits to be consistent throughout Town Center.	\$\$	1-3 years	Coordinate efforts – This action requires resources to educate the public about new parking regulations, evaluate their effectiveness, and monitor impacts such as displacement of daylong parkers or spill over into other parking areas. These efforts could be coordinated with other actions for efficient implementation.
	1b	Monitor the North Mercer Restricted Parking District (RPD) and Town Center Parking permit programs. Modify them as needed to prepare for future parking impacts caused by increases in commuter traffic and the opening of the East Link Extension.	\$\$	1-3 years	Coordinate efforts – Permit holders who regularly park in the on-street parking spaces designated for these permit programs may need to adjust their parking behavior, including potentially finding other locations to park and changing their arrival time. Communications about program changes could be coordinated with other marketing and outreach related to Town Center parking (e.g. messaging about changes to parking time limits) as appropriate.
	1c	Create additional 30-minute loading and 3- and 10-minute pickup/drop-off spaces on-street.	\$	1-3 years	Coordinate efforts – Short-term loading zones require consistent enforcement to ensure time-limit compliance and use only by those actively performing deliveries, loading, etc. This enforcement could be coordinated with other proposed enforcement activities.
	1d	Add more ADA parking on-street	\$\$\$	4-6 years	As-needed – Installing new ADA spaces may reduce the number of non-ADA, on-street parking spaces and will require repurposing some portions of sidewalk for clearance zones and ramps. There are no national or local standards for quantity of on-street ADA parking spaces, so consider input from potential ADA parking users, residential building managers, business owners, and commercial property owners/managers before adding new supply.
	1e	Implement additional enforcement of Town Center’s on-street parking regulations, including education and marketing campaigns.	\$\$\$	1-3 years	Enhance existing programs – The Mercer Island Police Department (MIPD) currently operates three patrol vehicles equipped with automatic license plate reader (ALPR) technology. One patrol vehicle’s ALPR system links to the City’s parking enforcement technology. Linking the other two vehicles to this enforcement system could effectively triple MIPD’s capacity to enforce Town Center parking more regularly.
	1f	Consider paid parking in Town Center, and deploy technology to create easier use and enforcement.	\$\$	7-10 years	As-needed – Supply management actions are intended to build upon each other, and earlier actions may alleviate the need to take more drastic measures, such as implementing paid parking. However, this is a proven solution in changing parking user behavior.
Improve the convenience and efficient supply of parking.	2a	Improve awareness of and navigation to Town Center’s range of parking options.	\$\$	1-3 years	Enhance existing programs – The City partially implemented a signage strategy using Port of Seattle funding in 2018/2019 and could build upon this existing work to improve wayfinding in and around Town Center.
	2b	Promote agreements for public use of currently underutilized private parking.	\$\$\$	4-6 years	As-needed – Parking agreements can be time-consuming to negotiate, and private parking owners understandably have concerns about liability, compensation, enforcement, and ensuring parking supply for their direct customer base. These agreements will also require some financial compensation for use of shared spaces, but the cost of doing so is typically significantly lower than the cost to construct and maintain new parking spaces.
Expand travel mode choices through programs and infrastructure investments.	3a	Add bicycle parking.	\$	1-3 years	Pilot program opportunity – The City has unused bicycle racks that can be quickly deployed in various locations and monitored for use to inform future permanent infrastructure decisions.
	3b	Study options to allow more flexibility related to parking requirements for new businesses.	\$	4-6 years	Code update required – This likely requires a labor-intensive, time-consuming code update as well as other analysis, such as conducting a development pipeline parking study and monitoring state legislation that may prohibit imposing parking minimums in the future.
	3c	Implement a proactive Transportation Demand Management (TDM) Program for new development.	\$\$	4-6 years	As-needed – TDM programs require staff time to review, administer, and monitor, and Town Center may not have a critical mass of larger employers with whom significant impacts can be made through a TDM program.
	3d	Study options to reconfigure some Town Center streets with considerations for adding parking and loading; improving walking and bicycling facilities; improving wayfinding and access; and ensuring area streets are calm and safe for all users.	\$\$\$	7-10 years	Coordinate efforts – This work could integrate into other studies and/or capital projects planned for Town Center.
	3e	Create more community gathering spaces.	\$\$	7-10 years	Pilot program opportunity – The City saw success with temporary outdoor dining and other informal gathering spaces during the COVID-19 pandemic and could build on those pilot efforts to gather additional data to inform decisions to build formal gathering spaces.

\$ = Action will require minimal new investment beyond existing staff, programs, technology capabilities, etc.

\$\$ = Action will require moderate new investment beyond existing staff, programs, technology capabilities, etc.

\$\$\$ = Action will require significant new investment beyond existing staff, programs, technology capabilities, etc.

Appendices

- A. Community Engagement Plan
- B. Detailed Community Engagement Findings
- C. Background Studies and Current Programs Review
- D. Mercer Island Park-and-Ride Usage Data
- E. Town Center Parking Observations
- F. 2023 Parking Inventory and Utilization

Appendix A: Community Engagement Plan

Community engagement—and more specifically, community collaboration—is tantamount to our work on an effective, equitable, and implementable City of Mercer Island Town Center Parking Study. The purpose of this Engagement Plan is to detail the specifics of this collaboration effort, including:

- The framework and guiding principles for our engagement strategy
- How decisions made as part of this work will affect the Mercer Island community
- How our engagement strategy will coordinate with other engagement efforts undertaken by the City
- How our engagement strategy will seek to equitably include and collaborate with typically underrepresented groups
- Key collaboration partners, their roles for the project, and how each will be engaged
- How we will measure the success of our engagement strategy

Engagement Strategy Framework

The Engagement Strategy will focus on the following key tenets:

- **Building Understanding and Awareness:** Craft a singular message about the project scope, purpose, and objectives, and sharing that message broadly and transparently with the public.
- **Creating a Shared Vision of Success:** Work with City staff and key stakeholders—such as decision-making bodies, the business community, and residents—to create a collective vision of what success for this project will look like and feel like.
- **Leveraging Existing Community Engagement Successes:** Build upon existing mediums where the Mercer Island community is comfortable sharing input—such as the Let’s Talk Mercer Island project page (“Let’s Talk”)—and closely coordinate with concurrent and ongoing community engagement efforts.
- **Offering Layered Options:** Acknowledge that different members of the Mercer Island community have different levels of interest, time, and ability to participate in the engagement process. Offer layered and multi-faceted opportunities so that everyone can have an equitable voice in project outcomes.

Community Impact

Changes to parking, access, and the curb in Town Center will impact the entire Mercer Island community to varying degrees in the following ways:

- Impacts on the ability of Mercer Island community members, including residents, customers, business and property owners, and employees, to access their destinations using their desired mode of transportation.
- Impacts on the ability of Mercer Island community members, including residents, customers, business and property owners, and employees, to use the curb for their needs, such as conducting business, making or receiving a delivery, traveling from place to place, or recreating.
- The short-term and long-term identity, economic health, and vibrancy of Town Center.
- Environmental impacts and opportunities created by, or influenced by, decisions about the parking and mobility system and how options are priced and treated in the right-of-way.

Beyond these community-wide impacts, we anticipate that the following groups will be most significantly impacted by the decisions, recommendations, and actions included in the Town Center Parking Study:

- **Employers and Commercial Space Owners/Operators:** Employers and commercial space owners/operators may have a significant interest in how parking, access, and curb management will influence the transportation decisions of their employees and tenants, and the convenience of the community in the eyes of potential hires and tenants.
- **Service Business Owners and Operators:** Retail and restaurant business owners and operators may have a significant interest in how parking, access, and curb management will influence the transportation

decisions of their customers, and how their customers may view the convenience and affordability of the Mercer Island community as a service destination.

- **Town Center Residents:** Residents of Town Center may have a significant interest in how parking, access, and curb management will influence their transportation options and how they access their homes.

Relationship with other Ongoing Engagement Efforts

Planning efforts concurrently undertaken by the City with public engagement efforts that are related to and/or have bearing on the Town Center Parking Study include the Comprehensive Plan Periodic Update, the Transportation Improvement Program (TIP) 2022, and the Climate Action Plan.

- **Comprehensive Plan Periodic Update:** The approved public participation plan for the Comprehensive Plan Periodic Update focuses public input on economic development and housing impacts and vision. Possible links to the Town Center Parking Study might include identified parking, access, and mobility elements to, in, around, or through Town Center that impact economic vitality or housing affordability and availability.
- **Transportation Improvement Program (TIP) 2022:** Public participation during the 2022 TIP focuses on comments and ideas on possible transportation infrastructure improvements. Possible links to the Town Center Parking Study might include comments on parking, connectivity, and overall access to, in, around, or through Town Center.
- **Climate Action Plan:** Future community collaboration on the Climate Action Plan will focus on feedback and support of possible strategies to meet greenhouse gas emissions reduction targets. Possible links to the Town Center Parking Study might include climate action steps that focus on transportation demand management and reduction of emissions from single-occupancy vehicles. Of note, much of the comments from community members in the initial Community Kickoff Event (held in December 2021) focused on transportation options.
- Specific action steps to align engagement related to the Town Center Parking Study with these concurrent and related planning efforts include:
- **Links on Let's Talk Mercer Island Project Page:** Work with City staff and project leaders to connect the Town Center Parking Study project page with related project pages through live links, quick polls, and other activities/integrations as appropriate.
- **Engagement Modules:** Work with City staff and project leaders to deploy Town Center Parking Study engagement modules at community meetings dedicated to these interrelated projects as appropriate.

Key Engagement Partners

We have developed a unique engagement strategy for each collaboration partner, outlined below.

City Staff

ROLE AND FEEDBACK FOCUS

City staff representing multiple departments will serve as the primary technical advisors for information-gathering, strategy development, alternatives analysis, and ultimate alternative selection. Primarily, their insight and feedback will:

- Ensure that appropriate and meaningful data is collected and assessed.
- Assist in crafting appropriate, focused, and contextual messaging to other collaboration partners.
- Spearhead coordination and alignment with other key City projects.
- Help the project team understand the comprehensive impacts of decisions across all City departments and staff levels.

MEMBERSHIP

The core City staff team includes the following members (subject to change based on staff turnover or changes to project scope and direction):

- Jessi Bon, City Manager
- Sarah Blugas, Economic Development Coordinator

- Jason Kintner, Chief of Operations
- Jeff Thomas, Interim Director, Community Planning and Development
- Matt Mornick, Director, Finance
- Mike Seifert, Operations Commander, Police Department

MEETINGS AND METHODS OF ENGAGEMENT

Targeted web-based meetings are the primary method of engagement for this constituency. Meetings will be scheduled over the course of the project to discuss findings, recommendations, and next steps at each critical juncture.

Heavily Impacted Community Groups and Members

ROLE AND FEEDBACK FOCUS

The voices of community groups and individual members most significantly impacted by the study's outcomes—such as the Town Center business community, resident groups, transportation and mobility advocacy and policy groups, and others—will be elevated through targeted outreach. The goals of this targeted outreach are to:

- A. Create opportunity for the voices of organizations and constituencies with a close relationship to Town Center to be heard and centered.
- B. Help to expand the reach of the engagement process by engaging with their constituents and contacts.
- C. Evaluate the prospective acceptance of various strategies and decisions.
- D. Build champions of the project and help to create broad support.

MEMBERSHIP

Membership in this group is not exclusive; however, outreach will be targeted as described above.

MEETINGS AND METHODS OF ENGAGEMENT

We will build three e-mail/social media blasts at key project milestones, summarizing progress and ways to share input on Let's Talk. Let's Talk content will be updated at these three intervals:

- Project Announcement: Project one-pager, description of goals and objectives, and information-building and vision-building polling questions, idea generation, and mapping activity on Let's Talk.
- Direction-Building: Update on project progress with new direction-building activities on Let's Talk.
- Consensus-Building: Update on project progress and announcement about project adoption and how to show support, as well as consensus-building and excitement-building polls and ideas generation on Let's Talk.

Additionally, two virtual "focus group"-style meetings will be held in Summer 2022 with an open invitation but targeted towards heavily impacted community groups and members. Meeting content will include a project overview and several activities to provide direction-building feedback.

Community-At-Large

ROLE AND FEEDBACK FOCUS

The community-at-large will be our guiding voice throughout the project, offering diverse and multiple perspectives on their experience with the parking and mobility system and its programs, their acceptance of various strategies and opportunities, and their predictions for how certain changes would influence their own transportation choices. Primarily, their insight and feedback will:

- Build a broad understanding of system challenges, opportunities, and likely outcomes.
- Share their personal acceptance of and reactions to various strategies and decisions.
- Help to generate increased engagement and collaboration through social media, word of mouth, and other organic methods.

MEMBERSHIP

For the purposes of this project, the definition of “community-at-large” is inclusive of any person who engages with the Town Center parking and mobility system in any way, even indirectly.

METHODS OF ENGAGEMENT

Our engagement plan for this collaboration partner includes multiple opportunities to learn about the project/parking and mobility in general and provide feedback, including both ongoing 24/7 options and scheduled events.

- **Project Awareness:** Development and issuance of a Project One-Pager with a clear and concise description of project scope, objectives, impacts, and opportunities for collaboration through City website, Let’s Talk, social media channels, and other mediums as appropriate, such as at City Hall, the Mercer Island Library, and Town Center businesses.
- **Let’s Talk Engagement:** Quick polls, comment threads, and mapping activities on Let’s Talk.
- **Engagement Modules:** A series of simple, interactive 15- and 30-minute virtual engagement modules using our Mural and Mentimeter platforms to gather feedback from integral community groups as determined by the City, such as the Chamber of Commerce, Neighbors in Motion, and others. We will create training materials on these modules for City staff, and present at up to three (3) meetings or sessions.

City Leadership

ROLE AND FEEDBACK FOCUS

The role of City leadership is to make decisions at key milestone points over the duration of the project, using the technical analysis of the project team and the input of our core collaboration partners to guide them. Their insight, feedback, and direction will also:

- Align project outcomes with broader community goals, objectives, policies, and constraints.
- Represent the broad, future-forward interests of the Mercer Island community.

MEMBERSHIP

The Mercer Island City Council will serve as the primary decision-making body involved in the project. Other bodies, such as the Planning Commission and Design Commission, may be included at various intervals over the project’s duration.

MEETINGS AND METHODS OF ENGAGEMENT

Targeted web-based meetings/work sessions are the primary method of engagement for this constituency. The following meetings are scheduled over the duration of the project (where dates are tentative, only the month is listed):

- **July 2022:** City Council work session to discuss key findings from to-date analysis and community engagement, and workshop initial recommendations.
- **October 2022:** Presentation to City Council focused on final recommendations and discussion of implementation and action steps.

Measuring Success

A successful engagement plan is essential to effective, community-supported, and sustainable strategies for parking, access, and mobility in Town Center. Throughout the project duration, we must be able to draw a clear line between the input we collect from our collaboration partners and the strategies developed/decisions made. Our engagement efforts will be evaluated on an ongoing basis in the following ways:

- **Alignment of feedback with stated purpose of engagement:** We will compare contributions from our collaboration partners with the stated purpose of engagement for each constituency. If a lack of alignment is noted, we will add new engagement methods, reach out to new collaborators, or offer different prompts for participants to generate additional feedback and input. For example, if the community is heavily focused on traffic and congestion, we will tailor prompts to focus more on permit

parking experiences, paid parking experiences, or mobility experiences using modes outside of the single-occupancy vehicle.

- **Analytics:** Walker Consultants will work with City staff to evaluate both volume and demographics of participants in online opportunities for engagement monthly and develop recommendations for improving participation intensity and equity if needed.

Evaluations in these areas will be regularly discussed with the project management team, comprising both consultant staff and core City staff.

Project Closeout

When the project is finished, collaborators must have a clear understanding of how their efforts shaped outcomes. They should also have time and space to reflect on the process and help improve and tailor future engagement processes. We will conduct the following actions at and as part of project closeout:

- **Final Report Language:** The final report will not only include a section summarizing public input but also include callouts throughout the document drawing the connections between recommendations and strategies chosen and the input supporting those recommendations and strategies. In this way, readers who participated in the process can visualize the impact of their voices on the final decisions.
- **Post-Project Thank you and Survey:** We will reach out to collaborators to thank them for their time and energy. We will also develop a short (3-5 question) survey asking participants to share their opinion of the engagement process and offer suggestions for improvement.

Appendix B: Detailed Community Engagement Findings

Introduction

This appendix provides a detailed compilation of feedback from the community in response to engagement efforts for the Town Center Parking Study. It documents all comments provided on the Let's Talk Mercer Island ("Let's Talk") project page, mapping activity inputs, and parking survey responses, as well as aggregated responses from questions posed to focus group participants during the virtual engagement modules. It also includes relevant responses from the Economic Development Vision Survey conducted by the City of Mercer Island ("City") in July of 2022.

Several outreach channels were used to garner participation in these community engagement activities, including:

- MI Weekly e-newsletter (2,400+ subscribers)
- Mercer Island Businesses e-mail list (850+ contacts)
- Via partner channels (Mercer Island Chamber of Commerce, Mercer Island Rotary Club, etc.)
- Targeted outreach to Town Center business owners, property owners/managers, residents, parking permit holders, and others

Community Engagement on Let's Talk

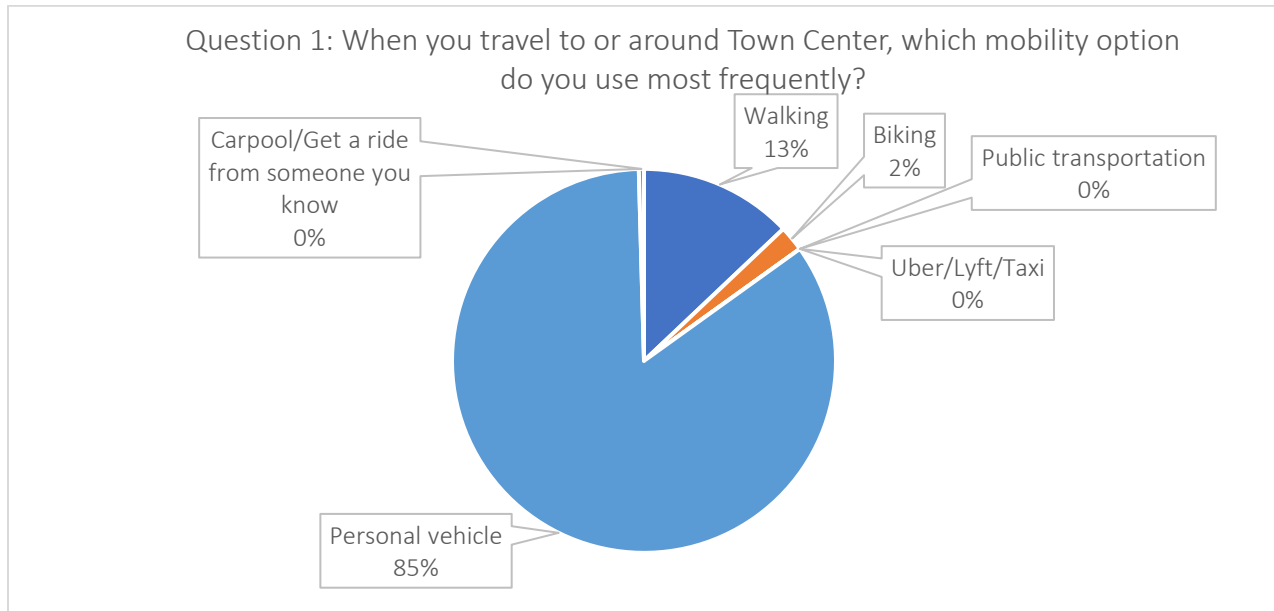
The City created a Town Center Parking Study project page explaining the project objectives and encouraging community members to share their experiences and ideas to help shape project recommendations. The page included a brief survey, mapping activities, and space to provide open-ended comments.

Online Survey Responses

The online survey asked questions about travel behavior, decision-making, parking management goals, and right-of-way priorities. There were 232 responses in total.

When asked which mobility option they used most frequently, 85% of respondents indicated that they most frequently travel by personal vehicle (see Figure B-1). The second most common answers were walking and biking, with 13% and 2% of responses, respectively.

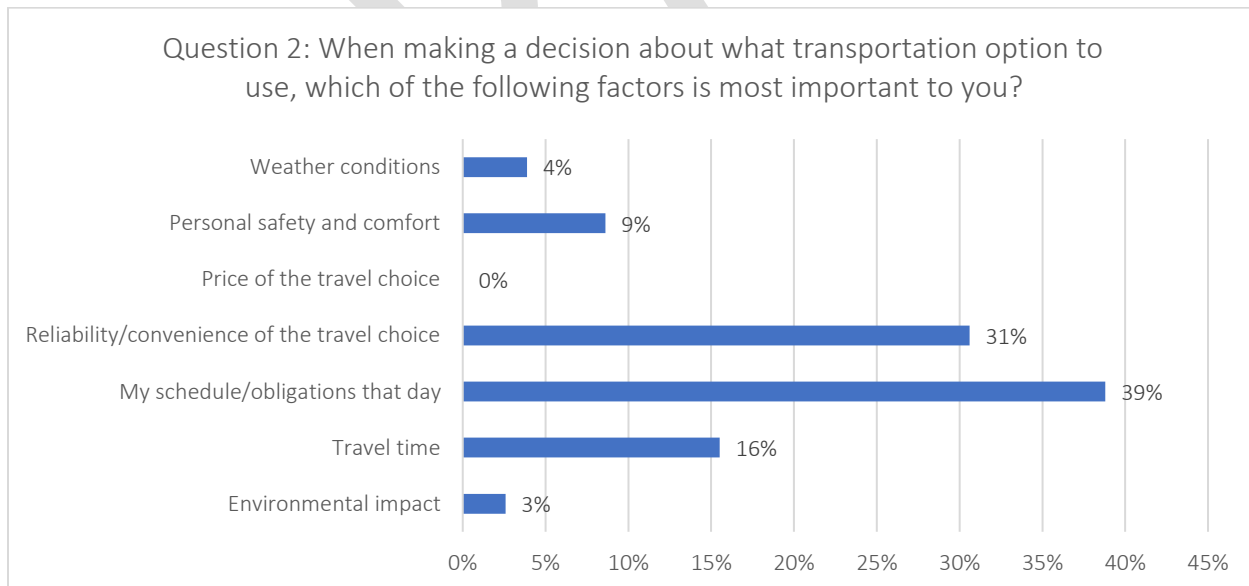
Figure B-1 Mobility Options Used Most Frequently



When asked about which factor most influenced their transportation choices, the most common response was “my schedule/obligations that day,” which was selected by 39% of respondents. Closely related were the second and third most popular answers, “reliability/convenience of the travel choice” and “travel time” with 31% and 16% of responses, respectively (see Figure B-2).

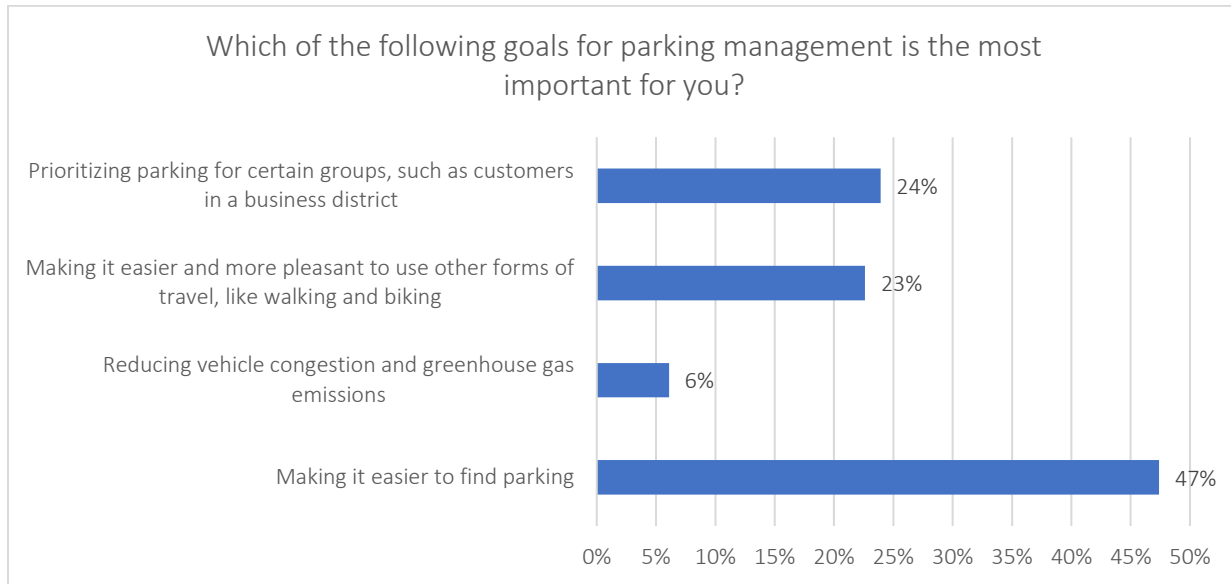
Combining these results with the responses to the previous question suggests that most respondents currently see driving a personal vehicle to be the most reliable or fastest way to travel on Mercer Island.

Figure B-2 Factors Influencing Transportation Choices



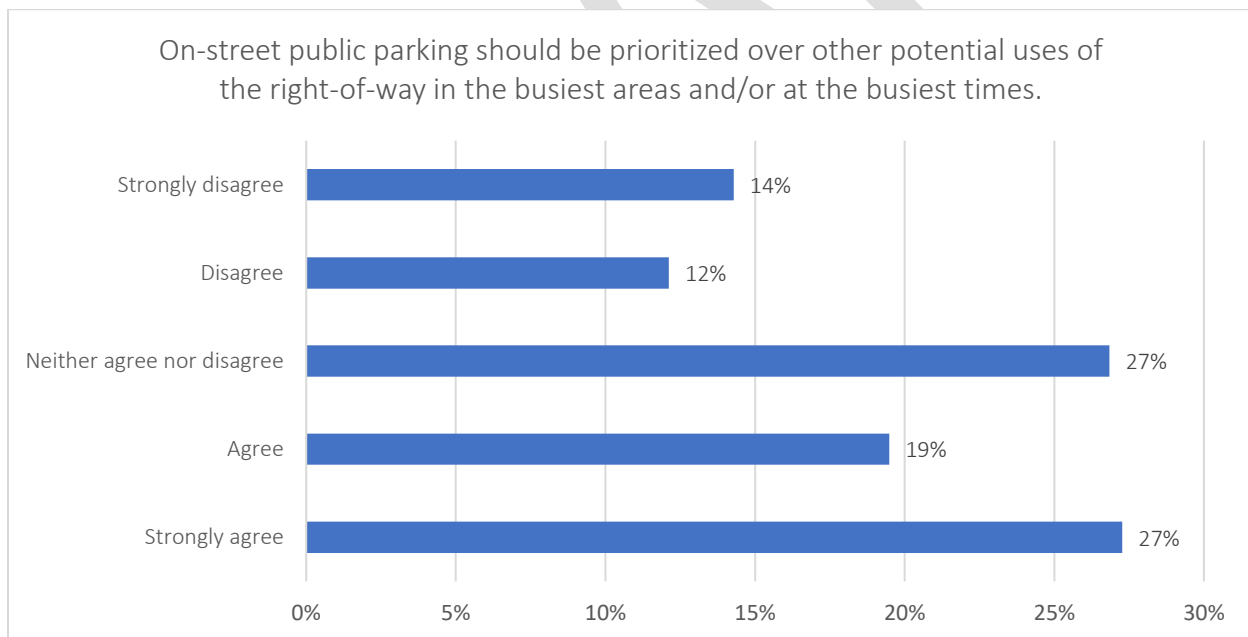
Next, respondents were asked which goal for parking management was most important to them. The most common response was “making it easier to find parking” with 47% of respondents selecting this choice (see Figure B-3). 24% of respondents were interested in prioritizing parking for certain groups, 23% were interested in supporting other modes of travel, and 6% prioritized reducing vehicle congestion and greenhouse gas emissions.

Figure B-3 Parking Management Priorities



The final question asked participants to consider whether on-street parking should be prioritized over other potential uses of the right-of-way in the busiest areas and/or the busiest times. Participants were divided in their responses, with 27% strongly agreeing, 19% agreeing, 27% neither agreeing or disagreeing, 12% disagreeing, and 14% strongly disagreeing (see Figure B-4).

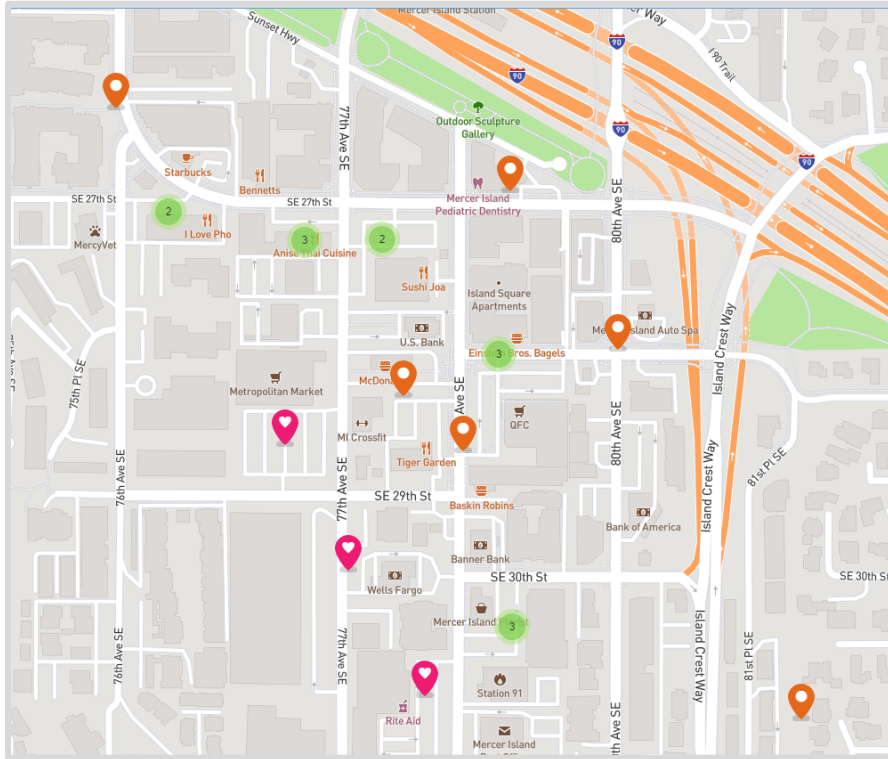
Figure B-4 Opinions on Prioritizing Parking in the Right-of-Way



Mapping Activity Inputs

The mapping activity on Let's Talk allowed community members to provide comments on specific streets or areas of Mercer Island. Participants could explain what was working well, indicate areas in need of improvement, and suggest new ideas. Community members provided 32 unique notations related to access and parking. Figure 5 on the next page shows some of the mapping input locations, each of which also included a comment providing additional detail.

Figure B-5 Mapping Activity Input Locations



Many of the comments addressed the need for bicycle and pedestrian infrastructure, including:

- Pedestrian infrastructure
 - Between Town Center and North End neighborhoods east of Island Crest Way
 - To connect 77th and 78th Avenues SE
- Designated bike lanes
 - Island Crest Way/78th Avenue SE needs “Bike lanes, walking paths, and streetlights are needed from here all the way to the town center. Think of paths like a ‘Sunriver vibe’... bike to dinner, bike to the farmers market, bike to concerts, etc. E-Bike from this location to the park and ride and take the train to work. We need safe travel paths and street lighting from the south end to the north.”
 - Safe bike lanes needed on multiple streets, including Island Crest Way/ SE 42nd Street, SE 40th Street, 78th Avenue SE, and SE 27th Street
 - 80th Avenue SE and SE 28th Street need lanes to connect N/S bike route with Town Center/Light Rail
 - Existing bike lanes on 77th Avenue SE “are important, as they enable cyclists/commuters to safely move N/S through the City and to access the new Light Rail station”
- Bike racks at Mercerdale Park “to promote biking to the Farmers Market and keeping your bike safe”

Other commenters addressed the parking supply, noting areas with plentiful parking, areas with insufficient parking, and areas where parking spaces were considered too narrow.

- Plentiful parking noted at Rite Aid (3023 78th Avenue SE), Metropolitan Market (2755 77th Avenue SE), Einstein Bagels¹ (7808 SE 28th Street), Walgreens (7707 SE 27th Street), and the South End shopping center (8415 SE 68th Street)
- Insufficient parking noted at Mercer Island Park & Ride (8000 N Mercer Way) – Add more spaces/make resident permits

¹ One commenter noted parking at this location is convenient while another noted that not enough parking is available at this location.

- Existing parking spaces considered too narrow noted at former Convivial Café/now L'Experience Paris (Islandia Center, 3028 78th Avenue SE), Mercer Island Eyeworks (Garage parking at 7800 Plaza, 7800 SE 27th Street), Starbucks/UPS/Subway (Tabit Village Square, 7695 SE 27th Street), Mioposto/Mud Bay/Vivienne's Bistro (Garage parking at The Hadley, 2601 76th Avenue SE, and Aviara Apartments, 2441 76th Avenue SE)

Public Comments

Let's Talk also included space for open-ended comments viewable by the public. Visitors left a total of 17 comments expressing their concerns and suggesting strategies to better manage parking and provide multimodal access in Mercer Island. The comments reflected a wide diversity of opinions, but several ideas were expressed in multiple comments, including:

- Existing parking is not well used, should be shared and public
- People should be able to park once and walk around Town Center
- Paid parking could be a solution for areas of high demand
- New developments could provide public parking underground
- Major streets should have wide sidewalks and streetlights
- More parking won't create vitality
- New light rail could cause parking issues
- Maps or signage should make it clear where parking is available

The public comments are documented in full in Table B-1 below.

Table B-1 Public Comments from Let's Talk Project Page

1	<p>Please require more parking in new apartment buildings.</p> <p>Please police our downtown street parking hours.</p> <p>Extend the two hour to 8 pm to help shops and restaurants.</p> <p>Require "P" signs outside of new apartments to show where public, walkoff parking is available.</p>
2	<p>I understand this is a complex issue and appreciate the council has taken it up, and imagine it will be part of the economic development plan, and perhaps new parking requirements for mixed-use development.</p> <p>Implementing and enforcing a parking management plan is not cheap. Ideally the new license plate cameras can be used, but that takes staff time, and the plan will have to distinguish between retail parking which we want to encourage and employee/overflow residential parking we want to discourage.</p> <p>However, I do think there is a good and reasonably inexpensive idea in the meantime.</p> <p>PROHIBIT PARKING ON TOWN CENTER STREETS FROM MIDNIGHT TO 5 AM.</p> <p>Instead town center parking regulations do almost the opposite, by removing any parking restrictions at most areas after 5 or 7 pm.</p> <p>A citizen named John Hall once noted that there should not be cars parked on town center streets at 6 am with frosted up windshields, because obviously those cars were parked there overnight, and the town center closes well before midnight.</p> <p>It would be easy to warn or ticket cars parked on the town center streets between midnight and 5 am. Obviously those would not be retail patrons parked there at those hours. I think for little money the city could begin to message to those using town center streets for non-retail parking they will have to find alternatives. This would not affect work commuters because there is plenty of space in the park and ride today.</p>
3	<p>Town center is not working at this stage. There aren't enough interesting restaurants and there's no entertainment options. We need to create a more attractive destination, similar to downtown Kirkland and downtown Bellevue, but on a smaller scale. This requires a better and larger mix of retail and better parking. I think we should try to route thru traffic to North Mercer Way and re-design the town center streets to accommodate public parking and pedestrian access. I think that means eliminating the left-hand turn lanes and creating parking spaces along all our town center streets. We also need codes that encourage the conversion of private surface parking to a combination of public spaces and retail when properties are re-developed. Ideally, rather than having developers provide private retail parking they would contribute to a fund that would build/purchase public parking. That way people could park and then walk off the property to visit multiple retail establishments.</p> <p>I'm also disappointed that we haven't figured out a way to build a performing arts center near downtown. I think that would drive a lot of traffic to retail businesses.</p>
4	<p>I could say a lot but will limit my input to just one area. What is special about Mercer Island that makes it different from other communities?</p> <p>First and foremost, Mercer Island is a suburban community and one without easy access to its Town Center. What that means is that its residents are reliant on cars to get to its retail core and transit hub. The other thing that is unusual about our community is that it is an island</p>

	<p>which limits its ability to expand out to provide for services (retail core), its commuting and its high density residential housing. In other words, everyone is reliant on the same assets for shopping, commuting and living.</p> <p>What this says is that our community is reliant on driving and reliant on just a several block area for a sustainable community in terms of goods, transit to and from work, and high density housing. It means our community has to have a way to share. Otherwise, residents only have one choice, that is to continue driving to the next community for work, goods, dining out and entertainment. They have no other choice.</p> <p>It is this dilemma that is causing most Mercer Island residents not to shop locally. It is this reason for our Town Center not having a proper retail mix, because "retail always follows customers." It is this reason that we don't even have a large off island customer base because "if your own residents won't shop in your retail core then neither will anyone else".</p> <p>This more than any other reasoning is why Mercer Island doesn't have a standard parking problem but a retail core design problem. It needs to redesign its retail core to allow residents to shop locally. It needs to redesign its retail core to allow sharing of a very limited resource, parking. It needs to understand parking's role in a walkable retail core and not only redesign available parking to make Town Center walkable but to allow us to migrate from a Strip Mall Town Center to a traditional Town Center that can become the vibrant Third Place residents want.</p> <p>This all seems a little daunting and it is. At the same time many communities across the country have faced this challenge and succeeded.</p> <p>The first step is to realize this is not a standard parking problem but a retail core design problem. Next it is important to understand that this is a problem of not having too little parking, but too little of the correct type of parking for a successful retail core and for use by all that are reliant on it. Finally, it is important to understand that it is a problem of not just stopping the building of bad parking and starting the building of correct parking, but changing both our Design Standards and Strip Mall minimum parking codes to allow this evolution to happen.</p> <p>First residents have to be able to shop locally. Next residents have to want to shop locally.</p>
5	<p>Here are some facts about Mercer Island that form the basis for a comprehensive conversation about parking:</p> <ol style="list-style-type: none"> 1) Mercer Island is a suburban small town, dominated by single-family neighborhoods. 2) Mercer Island is NOT well-served by Metro Transit. 3) Mercer Island is NOT well-served by Metro Transit. 4) Mercer Island's location, geographic length in miles, and socio-demographic make-up suggest personal transportation is required, and personal transportation CANNOT be substituted by public transportation. 5) Zoning codes (housing & parking) have failed to recognize and plan for elements 1-4, above. Changes to Mercer Island's zoning codes have been driven by pressure from housing industry lobbyists and off-island special interest groups. <p>The one-size-fits-all regional housing & parking code in Town Center (driven by TOD development theories) is a failure on Mercer Island, and the reason we are faced with INCREASING parking problems in 2022.</p>
6	<p>Street parking is the solution. We need more people walking on streets in downtown. Parking garages are all different and can be confusing. Having easy to understand street parking is a great solution. Timing it/charging for it will ensure people stay only the amount of time necessary to shop downtown--so that they're not parking all day for their office or residential use. Adding a requirement for more parking in new buildings, or associated with a change of use, is going to add to the cost of doing business in MI. If we want new restaurants and retail to locate here, ensuring that adequate parking isn't stopping them from locating is extremely key. Changes of use to retail/restaurant should be fully exempt from the parking requirements to incentivize new retail/restaurant uses to located in town center. It makes a huge difference!!!!</p>
7	<p>Our park & ride is too small and if I arrived before 7:05 AM I had to park in Town Center. The parking volume is ticking up again post pandemic as people return to in-office work whether by choice or by force. Please don't take away our overflow parking spots.</p>
8	<p>+Town Center needs maps of available public parking, so people can find it. Good example is Bainbridge town center.</p> <p>+Continue to require short term walk off parking in all new developments.</p> <p>+establish parking fees in the park and ride for 6am to 10 am parkers, to free up space for alternative shift users and encourage out of peak travel.</p>
9	<p>I would like to see a consistent paid parking program in the Town Center. Putting a price on parking establishes the correct incentives, whereas free parking makes it a free-for-all with people circling the block and giving up.</p>
10	<p>Would love to be able to park legally in any parking lot and visit multiple retail areas.</p>
11	<p>Legal spots to park while visiting multiple retail locations</p>
12	<ol style="list-style-type: none"> 1) Parking isn't the solution to retail vitality. We've had plenty of businesses with perfect parking fold. 2) Central parking for walkable shopping from a single point won't work. Our residents are not walking more than a block and our shopping is too dispersed. 3) 77th is perfect the way it is. Re-configuring it for parking will destroy our main North-South bike corridor. Plus, see #2. 4) My suggestion: create paid 1 hour parking meters in several areas throughout Town Center. Enforce existing parking. <p>Any hope of Town Center retail vitality disappeared decades ago. Parking certainly won't fix it. I have much better choices for almost everything off-island and now that Light Rail is around the corner it will all be conveniently a few minutes away. On foot.</p>
13	<p>There is already abundant parking in downtown Mercer Island. The problem is that businesses, churches and office buildings are allowed to restrict parking access even when they're not operating. This causes chaos by pushing people further away from public spaces with limited parking options such as Mercerdale or the farmers market. Businesses in the area are likely benefitting from the increased traffic, and should not be allowed to restrict legal parking. If they can demonstrate they're not benefiting, the city should incentivize them to encourage opening up their lots to the public for the good of making the island more accessible and welcoming.</p>
14	<ol style="list-style-type: none"> 1. There should be wide bike and walking paths (plus street lights) all the way from south to north Island Crest Way to encourage more citizens to use alternatives to car transportation. Add more bike racks in front of businesses. More citizens are using ebikes and kids use e-scooters- but we need safe space to travel -away from car lanes and racks to lock them up. 2. We need a much larger park and ride since it will fill up so fast when light rail arrives. Commuters from all over the Eastside will take up retail parking spots if there is no space at the park and ride- which will be frustrating for MI shoppers. Add lots of bike racks by light rail- with good

	<p>security & cameras to deter theft and so bikes stay safe. Add parking limits to the town center parking to avoid commuters going to Seattle on light rail and taking up retail space.</p> <p>3. I really don't like to park in underground garages on the island -the spots are tight, have concrete poles that are easy to hit and not convenient for quick errands. I prefer above ground parking spots right next to shops, but realize space on a small island has its limits. Future underground parking must be built better and easy to use for shoppers or we will just go off island to shop.</p> <p>4. I want to park in one spot and walk to several stores (example- Hardware store, then to UPS store across the street) but there are warning signs everywhere not to park and walk off to other retail. Frustrating.</p>
15	<p>Hi, I haven't completed the survey because the questions were overbroad. For example, I currently need to drive to the north end but I walk between different locations within MI downtown. I strongly advocate a very frequent shuttle service around the island which would significantly reduce the number of car journeys on the island and the need for parking at the north end. It would also reduce our dependence on the Sound Transit parking lot/Park and Ride. As for current parking, I have never found a shortage of parking in MI downtown. Thanks</p>
16	<p>Underground, free 2-hr walk-off parking in new mixed use developments is the best way to densify downtown while increasing parking. Surface angle parking such as that at Tabit Village is woefully inadequate for the number of people using those shops, yet the Walgreens lot across the street is empty. Similarly, Rite Aid no longer allows parking for the farmer's market. Both drug stores in no way need all their available parking to serve the number of customers inside. Do we have a zoning problem? We also need sidewalks and street lights, full stop, on all major streets: ICW, WMW, EMW, NMW, 40th/ Mercerwood, Merrimount, others? I would LOVE to see a plan to increase safe walking.</p>
17	<p>What I would like to see for the downtown: A walkable core pedestrian friendly area with decent density of shops, cafes, and restaurants. People drive to a central location, park, then walk around. Ideally certain streets or areas of a street are pedestrian only during certain hours to encourage people and families to congregate. For example, the 76th AVE curve near Starbucks. Why isn't that whole area pedestrian only? There are actually a good number of restaurants in that corridor. We should encourage people who eat at those cafes to stay and mingle in that area to drive traffic to the stores. Instead you get cars pulling in and out of parking lots, cars zipping around the curve as kids run nearby, etc. Instead create a park-like atmosphere that encourages Islanders to meet, eat, walk, and buy things. Look how many families the Mercedale park draws on weeknights. Why isn't there a green, pedestrian friendly area that encourages families to meet further north? Outdoor seating, car-free areas, green space.</p> <p>I see a lot of comments about a parking garage and yes that would provide a central location to park and then walk. But by itself a parking garage does not solve this. The problem with the downtown is a lack of density - the downtown is so spread out with small clusters of shops. We need more density to create critical mass to shift shoppers parking habits. There's very little incentive to have people park somewhere central and then walk around if they need to walk all over town to go to three shops. So they drive to the hardware store then drive to Starbucks then drive to the Rite Aid. Is this a zoning problem? Why is the downtown so spread out with so few shops in any one area? There are so many dead areas that add huge walking distances, or make it inconvenient to get from point A to B. Why are there so many random banks on the island? Who goes into banks anymore? There are large swaths of the downtown where there is zero reason to congregate. Give people a reason to spend several hours downtown and then they will utilize that parking garage.</p>

Findings from Virtual Modules

The project team developed 60-minute modules and held virtual engagement sessions for community members and organizations. The team presented initial study findings and asked participants questions about their concerns, right-of-way priorities, opinions on parking management strategies, resource allocation preferences, and visions of success. Two virtual engagement sessions were held with Mercer Island community members and four sessions were held with specific groups, including Neighbors in Motion, the Mercer Island Historical Society, the Chamber of Commerce, and the Mercer Island Climate Action Network.² For larger groups, some questions were posed via the Mentimeter live polling platform. For smaller groups, the same questions were posed to participants verbally and responses were documented by the project team.

Participants were asked to rate their level of agreement or disagreement with seven statements, with a “1” indicating strong disagreement and a “5” indicating strong agreement. The total scores from participants across all seven focus groups were summed, and the averages are displayed in Table B-2 below.

On average, participants supported the idea of shared parking facilities in the Town Center, prioritizing convenient parking for visitors and customers, creating more community gathering spaces even at the expense of parking, implementing paid parking for the benefit of the community, and charging more for parking in areas of high demand. On average, participants disagreed with the idea of prioritizing on-street parking over other uses, such as bike lanes, wider sidewalks, parklets, and outdoor dining areas.

² A fifth focus session with the Mercer Island Rotary Club was scheduled but no participants attended.

Table B-2 Focus Group Participant Opinions

Statement	Average level of agreement
It makes sense for parking to cost more in areas where demand for parking is highest.	3.1
The most convenient parking in Town Center should be prioritized for visitors and customers.	3.8
On-street parking should be prioritized over other potential mobility uses for the right-of-way, like bike lanes and wider sidewalks.	2.5
On-street parking should be prioritized over community uses for the right-of-way, like parklets and outdoor dining areas.	1.9
It makes sense to create more community gathering spaces in Town Center, even if parking has to be moved to do so.	3.7
It makes sense for all parking facilities in the Town Center to be shared among multiple uses if they can be.	4.2
I'd support paid parking if it benefited the community in tangible ways, like making it easier to get places and supporting community initiatives.	3.6

Session participants were also given the opportunity to participate in a hypothetical budgeting exercise, choosing how much of the City's resources should be allocated to each of five strategies for improving Town Center (see Table B-3). On average, participants chose to allocate the greatest share toward creating better infrastructure in the right-of-way for pedestrians and cyclists and creating more community-oriented spaces in the right-of-way, like parklets and outdoor dining areas. Several participants noted that some of the other strategies, while still important, may need fewer resources to implement, and they believed that parking enforcement might eventually pay for itself through paid parking or ticket revenue.

Table B-3 Focus Group Budget Exercise Results

Strategy	Average share of spending allocated
Creating better infrastructure in the right-of-way for pedestrians and cyclists	39%
Creating more community-oriented spaces in the right-of-way, like parklets and outdoor dining areas	24%
Improving signage and wayfinding	15%
Dedicating administrative/staff time to building a shared parking program for Town Center	14%
More resources (like staffing and technology) to enforce parking rules and regulations	8%

Finally, participants were asked to describe what their visions of success would look like, as well as potentially concerning outcomes. Answers were documented and grouped into categories by theme, as shown on the next pages in Table B-4 and Table B-5. The most common themes among participants' visions for success were improvements to bike-ability and safety and the availability of more shared parking. Participants also frequently expressed their desires that more convenient parking be made available near destinations, for wayfinding and signage to highlight available parking, and for visitors to be able to park once and walk. Concerns mentioned multiple times included that parking solutions might not meet the needs of businesses, that there might not be good options for multimodal access, that the status quo might be maintained, that Mercer Island might be

unwelcoming to visitors, and that creating too much parking might remove the incentive for people to walk to and around Town Center.

Table B-4 Focus Group Visions of Success for Town Center Parking

Theme	Number of mentions
Bike-ability and safety	9
Shared parking/higher parking utilization	9
Parking within one minute of destination/more convenient access	6
Wayfinding/clarity for available parking	5
Park once	5
Prevent off-island commuters from filling all TC parking lots	5
Gathering spaces	5
Walkability	4
Reduce the prevalence/amount of unappealing surface parking lots	4
Enforcement of regulations	4
Transit/shuttles	3
Variety of parking options regarding time limits	3
Bike parking	2
Scooter accessibility and safety	2
Pricing/demand-responsive pricing	2
Greater density	1
State money for active transportation infrastructure	1
EV charging facilities incentivize off-street parking	1
Employees parking off-street	1
Loading spaces for deliveries	1
Requiring new developments to provide more off-street parking	1
More parking availability on-street	1
Encourage visitors to come to TC	1

Table B-5 Focus Group Potentially Concerning Outcomes for Town Center Parking

Theme	Number of mentions
Parking solutions don't meet the needs of TC businesses	2
The Town Center does not provide good options for multimodal access	2
Maintaining the status quo	2
Mercer Island is unwelcoming to visitors	2
Creating too much parking and losing incentive to walk	2
Reducing the existing supply of parking	1
Out-of-towners park in the Town Center just to use transit	1
Seeing more inaccessible private lots	1
Failing to meet climate goals	1

Other feedback provided in the focus groups included that the City should attempt to monitor and measure the impact of any changes made, that improving access would increase Town Center real estate values, that some apartment renters park in private lots because they lack parking spaces, and that the City should work with King County Metro in the future to keep pricing consistent between their lot and the parking available in the Town Center.

Relevant Responses from Economic Development Vision Survey

In summer 2022, the City of Mercer Island conducted an Economic Development Vision Survey as part of the 2022-2024 Comprehensive Plan Update. The survey garnered 644 responses. Key themes of relevance to the parking study emerged, and Mercer Island staff shared the results with the Town Center Parking Study project team. In describing their vision for an appealing downtown, many survey participants indicated the importance of planning for walkability, community gathering spaces, and convenient parking.

Many respondents' visions for the future of Mercer Island's commercial areas include features that make these areas more of a destination: a larger variety of restaurants, shops, and amenities; street design and parking that enable residents to shop and do errands in a connected trip rather than driving from place to place; and a cohesive identity that makes a commercial area feel like a destination.

Good bike lanes were mentioned as assistance that would help respondents' businesses be more environmentally friendly. Parking improvements were a prominent theme in what would make business more viable. Most respondents (64%) currently commute to work by driving alone. Alternate modes including transit, walking, or biking were selected by 17%, carpool by 2%, and "other" by 17%.

Other relevant responses included comments related to long-term vision, parking, outdoor space, desired changes to Town Center, and the appeal of other downtowns. A range of comments are provided below.

- 20-year vision:
 - Many respondents described a quaint but vibrant walkable commercial core with diverse businesses to meet residents' needs. They imagined a downtown with sidewalk space for outdoor dining and a pedestrian-friendly environment.
 - "Pedestrian friendly with sidewalk space for outdoor dining [...] Decisions should be made with thoughtful planning for walkability, accessibility and encouragement of small business."
- Parking (more parking, shared parking, parking limitations):
 - "What the commercial area 'should' look like is dense retail with central parking so you can dump your car and wander around the shops and restaurants.... Today each business has its own parking with signs threatening to tow your car if you walk off."

- “I hope that there will be ample parking that will allow one to park in one place and walk to multiple businesses.”
- “Just eliminating and enforcing no parking on town center streets from midnight to 6 am would be a good start to remove overflow residential parking from the mixed-use developments, and not allowing those buildings to charge for onsite parking.”
- Outdoor space
 - “More outdoor seating and gathering spaces”
 - “We need a central park or town square with the shops around the square to give people a reason to linger downtown.”
- Common themes when respondents were asked one thing they would change about downtown:
 - Parking (centralized shared parking, park once and walk)
 - Walkability (pedestrian oriented, parking lots behind stores or centrally located)
- Common themes when asked about the appeal of other downtowns:
 - Walkable and connected streets, with convenient parking
 - Many favorite spaces focus on a central main street, offer enough things to do to make it feel like a destination, and have a cohesive sense of identity or “vibe”
 - Biking paths and pedestrian-oriented street design

Appendix C: Background Studies and Current Programs Review

A review of background plans, studies, and documents was conducted to inform the context for the Town Center Parking Study. Material reviewed includes:

- Previous parking studies
- Recent surveys of Mercer Island businesses
- The Mercer Island Comprehensive Plan
- The parking permit programs on Mercer Island
- Reviews of past parking and other mobility pilot studies
- Current parking agreements
- Mercer Island City Code (MICC) pertaining to parking regulations

Previous Parking Studies

The City of Mercer Island has completed two (2) parking studies in the last 10 years, one study completed in 2015 by BP Squared and one completed in 2016 by BERK Consulting.

2015 Park and Ride Survey

The City of Mercer Island completed a Park and Ride Survey in 2015 (prepared by BP Squared). The survey was prepared to quantify the feasibility of developing a commuter parking facility within Town Center. The purpose of the commuter parking facility would be to accommodate increased demand resulting from: 1) the temporary closure of the Bellevue Way Park and Ride during the Sound Transit East Link Extension construction, and 2) the opening of the East Link Extension. The survey analyzed 15 properties as potential locations for a park and ride facility. Each property was evaluated based on a variety of criteria including location, quantity of new parking spaces that could be accommodated at the site, cost of construction, timing of development, and site availability.

As a result of the analysis, three properties surveyed met each of the evaluation criteria:

- 2411 76th Avenue SE (former Freshy's location)
- Former King Property located between 77th and 78th Avenues SE, north of SE 29th Street
- The Mercer Island Community and Event Center, 8236 SE 24th Street (no further study of this site was conducted due to resident concerns)

2016 Town Center Parking Study

The City of Mercer Island completed a Town Center Parking Study in 2016 (prepared by BERK Consulting) to analyze on-street and off-street parking inventory and demand in connection with the City's Town Center visioning efforts.

Parking Challenges

The 2016 Study highlighted several parking challenges to be addressed, including:

- Not enough parking
- Inconvenient parking locations
- Confusion over where parking is located, especially for shared stalls and in garages
- Poorly designed parking in garages, which creates hazards for vehicles and constrains the navigability of parking structures
- Confusion over parking permits

- Lack of parking for employees working in the Town Center
- Low parking turnover rates
- Bus commuters using Town Center parking
- Lack of enforcement of parking restrictions
- A lack of walkability in some areas

Parking Supply and Demand

The study identified approximately 3,308 off-street non-residential parking spaces and 258 on-street public spaces. Data was collected on February 2-3, 2016. The peak parking utilization rate observed for off-street parking spaces was 45%. On-street parking peak utilization was 60%. The study concluded that the Town Center has sufficient on- and off-street parking to meet non-residential parking demand.

The study found that the built supply ratio was 3.9 spaces/1,000 square feet, while the highest observed utilization ratio was 1.7 spaces/1,000 square feet.

Parking Regulations

The study included the following key findings regarding parking regulations:

- The City's non-residential off-street parking requirements in the Town Center appear to be significantly higher than observed parking demand.
- The Town Center parking regulations provide limited reductions for shared parking (up to 20%) for residential and non-residential uses.
- The City's residential parking requirements of 1-3 spaces per unit may lead to parking being overbuilt for residential uses, particularly if shared parking is not incorporated into the project.
- The City's required parking stall width and drive aisle widths are lower than those recommended by WSDOT and compared to the City of Redmond requirements.

Recommendations

The study included the following recommendations:

- Reduce off-street parking requirements.
- Modify the 20% limit on shared parking.
- Maintain existing on-street parking management.
- Revise parking lot design standards.
- Increase on-street parking supply.
- Increase shared off-street public parking.
- Continue to monitor parking in the Town Center.

Progress on 2016 Study Recommendations

Since the 2016 study was completed, the City has implemented the following recommendations:

- Reduced off-street parking requirements.
 - Retail/office/mixed-use (including restaurants) – 2-3 spaces/1,000 square feet
 - Standalone restaurant – 5-10 spaces/1,000 square feet
 - Residential – 1-1.4 spaces per unit. Allow site specific deviations for parking less than 1 space/unit based on detailed parking analysis and with approval of the Code official.
- Modified the 20% limit on shared parking to allow up to 50% of the requirement to be accommodated through shared parking.
- Revised parking lot design standards.
 - Increased aisle widths to 24' for two-way traffic for parking angled at 45° or above.

- Increased aisle widths to 18' for one-way traffic for parking angled at 60° or above.
- Increased the standard parking space size to 9' by 18' and allowed spaces at 8.5' width for compact and long-term use (turnover of 1-2 vehicles/day).

Surveys of Local Businesses

In 2020 and 2021, the City contracted with Hardwick Research to survey Mercer Island businesses about their experiences during the COVID-19 pandemic. In addition to sharing information about pandemic impacts, businesses also provided input about the overall business climate and needs to increase business viability on Mercer Island through these surveys.

2020 COVID-19 Business Survey

The 2020 survey included the following key goals:

- Gather information regarding issues facing the Mercer Island business community with the goal of understanding COVID-19 impacts.
- Obtain baseline data for long-range economic and community development efforts.

Businesses were invited by e-mail and direct mail to complete an online survey. A total of 269 survey responses were gathered and included key findings related to parking.

- For long-term program options, about a quarter of businesses want assistance with parking in the north and south end business districts (e.g., amount of parking, policing illegal parking).
- Businesses want information regarding the City's approach to economic development/new business development plans (including zoning and codes, as well as parking).
- Businesses commented on the need to address walkability/parking issues in business districts.
- Some of the open-ended parking-related comments included:
 - "Continue to communicate updates relative to COVID-19 and progress on other issues that are being evaluated (i.e., the concern of parking)."
 - "Information on any issues affecting Mercer Island businesses (zoning, code changes, taxes, parking, development in Town Center and south-end shopping center)."

2021 COVID-19 Business Survey

The 2021 survey built on the 2020 findings and was conducted to determine:

- What has changed since 2020, if anything.
- Challenges Mercer Island business are still facing.
- Types of aid/support Mercer Island businesses still need.
- New needs that have arisen.
- Ways the City can support the local business community.

Like the 2020 survey, the 2021 survey was conducted online, and a total of 188 survey responses were received from Mercer Island businesses. The survey included the following key findings related to parking:

- When asked about the important actions that the City could take to help their businesses, "improving parking" was one of the top three responses.
- Respondents indicated a desire to see 3-minute pick-up parking spots or curbside zones and parking (lack of parking is an issue in some areas and not others).
- Some of the open-ended parking-related comments included:
 - "Keep street parking free for as long as possible but enforce time limits, especially once light rail comes."
 - "Provide more public parking."
 - "The City could and should have a plan for parking. Putting public parking [spaces] in buildings like the Hadley mostly go unused by the people who frequent the businesses located on the first

- floor. The new buildings that go up should have outdoor parking (not indoor or underground) available for people to park when using retail.”
- “Parking!! Town Center will be overwhelmed by the continuing development of condominiums and apartments with parking policies that force the owner/tenant to park on the street. Better, larger signage that lets Islanders know that they can park in the public parking areas of existing and future Town Center buildings.”

Mercer Island Comprehensive Plan

The following summarizes key components of the Mercer Island Comprehensive Plan³ as it relates to the Town Center vision and goals as well as existing transportation policies.

Introduction

- Community values include residential community, quality municipal services, fiscal responsibility, education is the key, livability is paramount, cherish the environment, and sustainable community.
- The Comprehensive Plan outlines goals for the Town Center:
 - Mixed-use developments that include residential units are encouraged.
 - Businesses should continue to develop at a scale compatible with other community values and should provide a range of retail, office, and residential opportunities.
 - The community-scaled business district will primarily cater to the needs and desires of Mercer Island residents and employees.
 - Ongoing attention to urban design principles, pedestrian needs, traffic considerations, and green spaces is essential.
- Local land use policies will be coordinated with transportation plans to provide safe, functional surfaces for vehicles, bikes, and pedestrians while avoiding local “gridlock.” Local transportation planning will continue to emphasize a semi-rural setting for various arterial and collector streets. Pedestrian walks linking activities will continue to be a high community priority.

Land Use Element⁴

1. Between 2006 and 2035, the City’s growth target is 2,320 new housing units and 1,160 new jobs to be generated on Mercer Island.
2. About the Town Center
 - a. The Town Center is a 76-acre area that includes residential, retail, commercial, mixed-use, and office-oriented businesses. Historically, convenience businesses — groceries, drugstores, service stations, dry cleaners, and banks — have dominated the commercial land uses, many of them belonging to larger regional or national chains.
 - b. Retailers and other commercial services are scattered throughout the Town Center and are not concentrated in any area. With a diffused development pattern, the Town Center is not conducive to “browsing,” making movement around the downtown difficult and inconvenient for pedestrians, physically disadvantaged persons, and bicyclists.
 - c. Mercer Island’s downtown is located three (3) miles from Seattle and one (1) mile from Bellevue via I-90. I-90 currently provides critical vehicular, bicycle and pedestrian access to the Town Center as well as the rest of Mercer Island. Regional transportation plans anticipate future development of a high-capacity transit system in the I-90 corridor. Considering recent and potential future public transportation investments in the I-90 corridor and in keeping with the region’s emerging growth philosophy, redevelopment, and moderate concentration of future

³ As of the publication of this report in early 2023, the City was revising the Mercer Island Comprehensive Plan as part of the 2022-2024 periodic update. This update includes adding a new Economic Development Element.

⁴ “Mercer Island Comprehensive Plan, 2. Land Use Element.” City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/comprehensive_plan?nodeId=SUHITA_2LAUSEL

- growth into Mercer Island's Town Center represents the wisest and most efficient use of the transportation infrastructure.
- d. The Town Center land designated for commercial, retail, service, and office uses is much larger than the local population can support. This has contributed to a historical pattern of relatively low private investment in downtown properties. Consequently, the Town Center consists of many one-story strip centers, surrounded by vast parking lots.
 - e. In 1994, the City made significant street improvements in the Town Center, which have resulted in a more pedestrian-friendly environment. However, more needs to be done on the private development side to design buildings with attractive streetscapes so that people will have more incentive to park their car and walk between shopping areas.
 - f. The Town Center is poorly identified. The major entrance points to the downtown are not treated in any special way that invites people into the business district.
 - g. According to the Town Center Vision⁵, which is a component of the Comprehensive Plan, the Town Center should be:
 - i. The heart of Mercer Island and embody a small-town character, where residents want to shop, eat, play, and relax together.
 - ii. Accessible to people of all ages and abilities.
 - iii. Convenient to enter, explore, and leave with a variety of transportation modes.
 - iv. Well designed with public spaces that offer attractive settings for entertainment, relaxation, and recreation.
 - v. Diverse with a range of uses, building types, and styles that acknowledge both the history and future of the island.
 - vi. Local providing businesses and services that meet every day needs on the island.
 - vii. Home to a variety of housing options for families, singles, and seniors.
 - h. The Land Use Element includes the following key goals for the Town Center related to parking and transportation:
 - i. Create a mixed-use Town Center with pedestrian scale and connections. A walkable mixed-use core should be located adjacent to a regional transit facility and be of sufficient size and intensity to create a focus for Mercer Island.
 - ii. Be convenient and accessible to people of all ages and abilities, including pedestrians, bicyclists, transit users, and motorists.
 - iii. Town Center streets should be viewed as multiple-use facilities.
 - 1. All Town Center streets should provide for safe and convenient multi-modal access to existing and future development in the Town Center.
 - 2. Design streets using universal design principles to allow older adults and individuals with disabilities to "stroll or roll" and cross streets safely.
 - 3. 78th Avenue SE should be the primary pedestrian corridor in the Town Center, with ample sidewalks, landscaping, and amenities.
 - 4. 77th Avenue SE should serve as the primary bicycle corridor connecting the regional bicycle network along I-90 and the planned light rail station with Mercerdale Park and the rest of the Island south of the Town Center.
 - iv. Be pedestrian-friendly, with amenities, tree-lined streetscapes, wide sidewalks, storefronts with canopies, and cross-block connections that make it easy to walk around.
 - 1. Provide opportunities to walk throughout Town Center.
 - 2. Create safe pedestrian routes that break up larger City blocks.
 - v. Have ample parking, both on- and off-street, and the ability to park once and walk to a variety of retail shops.

⁵ "Mercer Island Comprehensive Plan, 2. Land Use Element, V. Land Use Policies, Town Center Vision." City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/comprehensive_plan?nodeId=SUHITA_2LAUSEL_VLAUSPO_TOCE

1. Reduce the land area devoted to parking by encouraging structured and underground parking. If open-air, parking lots should be behind buildings.
 2. Encourage improved access to transit, bicycle, pedestrian, and shared parking facilities to reduce trip generation and provide transportation alternatives, particularly for secondary trips once users reach the Town Center.
 3. Consider a range of regulatory and incentive approaches that can increase the supply of public parking in conjunction with development proposals.
 4. On- and off-street parking should be well-lit, convenient, and well-signed so that drivers can easily find and use parking.
 5. Develop long-range plans for the development of additional commuter parking to serve Mercer Island residents.
 6. Prioritize parking for Mercer Island residents within the Town Center.
- vi. Prioritize Town Center transportation investments that promote multi-modal access to regional transit facilities.
 - vii. Promote the development of pedestrian linkages between public and private development and transit in and adjacent to the Town Center.

Transportation Element⁶

- Current travel patterns in Mercer Island:
 - Mercer Island has relatively high levels of vehicle ownership and personal mobility. Approximately 70% of the households on Mercer Island have two or more vehicles, while less than 5% of households have no vehicle at all. Comparing the 2016 American Community Survey (US Census) data with the 2000 US Census data, several changes were observed:
 - The percent of Mercer Island residents who commute to work by driving alone has dropped from 76% to 72%, those who take a bus or carpool to work decreased from 17% to 14%, and those who work at home increased from 7% to 10%. The average travel time to work for Mercer Island residents is 25 minutes, which is below the regional average of 32 minutes.
 - A November 2013 WSDOT Mercer Island Travel Survey found that 55% of commute trips originating on the Island traveled west towards Seattle and 45% traveled east towards Bellevue.
- Current parking conditions:
 - Most parking in the City is provided by off-street parking lots, along residential access streets, or by on-street spaces in select areas of the Town Center.
 - In 2001, the City implemented a permit parking program for on-street parking in the Town Center in response to overflow conditions at the Mercer Island Park and Ride lot. This program preserves selected public on-street parking spaces for Mercer Island resident use, between the hours of 7:00 a.m. and 9:00 a.m., Monday through Friday. All Mercer Island residents are eligible for a Town Center District permit, which allows them to park on Town Center streets during the specified hours.
 - An additional permit parking program was developed for residential streets north of the Park & Ride lot on North Mercer Way. This program only allows residents of the area to park on City streets between 7:00 a.m. and 4:00 p.m., weekdays.
- Current bicycle and pedestrian facilities (shown in Figure 6):
 - In 1996, the City developed a Pedestrian and Bicycle Facilities Plan ("PBF Plan").
 - A 2010 update to the plan included vision and guiding principles, goals and policies, an existing and future network, a list of completed projects, revised facility design standards, and a prioritized list of projects. The plan emphasizes further development of safe routes to schools, completion of missing connections, and application of design guidelines.

⁶ "Mercer Island Comprehensive Plan, 4. Transportation Element." City of Mercer Island, accessed December 19, 2022. https://library.municode.com/wa/mercer_island/codes/comprehensive_plan?nodeId=SUHITA_4TREL

- A regional trail runs across the north end of the Island along the I-90 corridor providing a convenient connection to Seattle and Bellevue for pedestrians and bicyclists. Most streets in the Town Center includes sidewalks. In addition, there are sidewalks near schools and select streets and some paved and unpaved shoulders and multiuse trails that provide for pedestrian mobility.
- The bicycle network is made up of designated bicycle facilities including bicycle lanes and sharrows, and shared non-motorized facilities including shared use pathways, off-road trails, and paved shoulder areas.

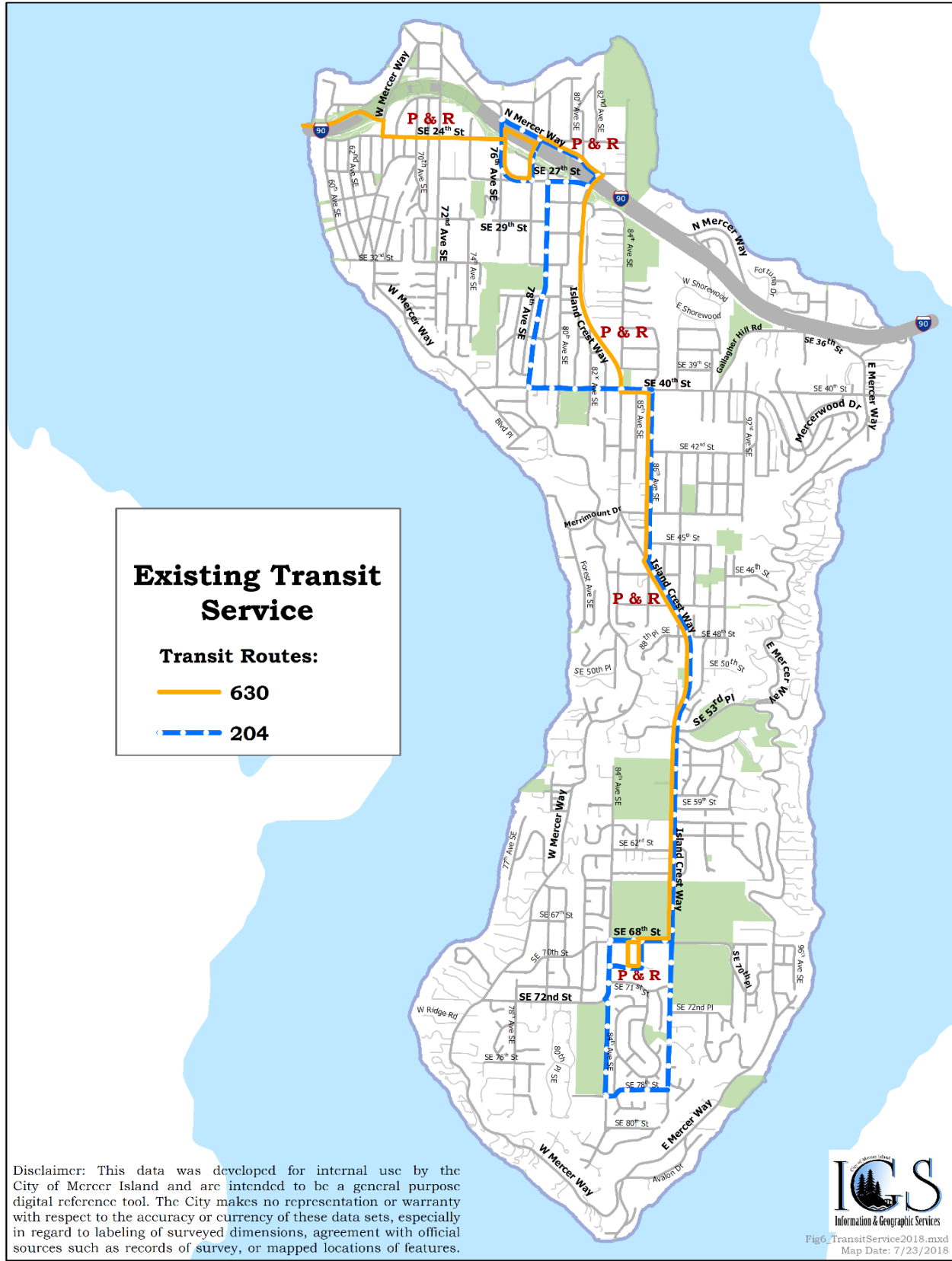
DRAFT

Figure 6 Mercer Island Existing Bicycle and Pedestrian Facilities (As of 2016)



- Current public transportation conditions (shown in Figure 7):
 - The King County Department of Metropolitan Services (Metro) and the regional transit agency Sound Transit provide public transportation services for Mercer Island and throughout King County. There are four major types of service offered on the Island: local fixed route service, regional express service, custom bus service, and access service.
 - Local fixed route service operates on the arterial roadway system and provides public transit service connecting residential and activity areas. On request, some routes can deviate to a broader “flexible service area” under Metro’s DART program.
 - Regional express service, which also operates on fixed routes, is oriented toward peak hour commuter trips between the Mercer Island Park and Ride and major employment and activity centers off the Island. Sound Transit and Metro provide express service west and east along I-90 into Seattle and Bellevue.
 - Custom bus service includes specially designed routes to serve specific travel markets, such as major employers, private schools, or other special destinations. These services are typically provided during peak commute hours and operate on fixed routes with limited stops. Custom bus service is currently provided between the Mercer Island Park and Ride and Lakeside School and University Prep in Seattle (Routes 981 and 989).
 - Access service provides door-to-door transportation to elderly and special needs populations who have limited ability to use public transit. Access covers trips within the King County Metro transit service area.
 - On Mercer Island, there are two routes that circulate throughout the City (Metro routes 204 and 630). At the Mercer Island Park and Ride, Sound Transit regional express routes 550 and 554 connect Mercer Island to Seattle, Bellevue, and Issaquah; and Metro regional express route 216 provides service to Redmond and Seattle. These three regional routes will be modified significantly upon the opening of East Link light rail.
 - Route 204 provides service between the Mercer Island Park and Ride lot and the Mercer Village Center, with a DART loop around the Island’s southern tip (using WMW & EMW), and a DART loop to Covenant Shores. This route travels on 78th Avenue SE, SE 40th Street, 86th Avenue SE, Island Crest Way, and SE 68th Street to the Mercer Village Shopping Center (i.e. South End business district). The route operates every 60 minutes from approximately 6:00 a.m. to 6:00 p.m. on weekdays, and 9:00am to 6:00pm on Saturdays; there is no Sunday service.
 - Route 630 is a community shuttle, which provides rush-hour weekday service between downtown Seattle and the Mercer Village Center. It provides four trips toward downtown Seattle in the morning and four trips toward Mercer Village in the evening. The route also offers a limited flexible service area centered around the Mercer Island Library.

Figure 7 Mercer Island Existing Transit Service (As of 2016)



Source: City of Mercer Island

- Current Park & Ride facilities and utilization:
 - The Mercer Island Park and Ride is located north of I-90 on N Mercer Way near Mercer Island's Town Center. The Park and Ride has 447 spaces and is served by Metro and Sound Transit buses.
 - According to the Fourth Quarter 2017 Park and Ride Utilization Report prepared by King County, the Mercer Island lot is typically fully occupied during weekdays. Several of the users of this lot do not reside in Mercer Island.
 - To supplement park and ride capacity on Mercer Island, Metro used to lease four private parking lots for use as park and ride lots, located at the Mercer Island Presbyterian Church, Mercer Island United Methodist Church, Congregational Church of Mercer Island and at the Mercer Village Center. The 2017 Utilization study indicated the following utilization rates for the additional park and ride lots:
 - Mercer Island Presbyterian Church – 93%
 - United Methodist Church – 96%
 - Mercer Village Center – 32%
 - Congregational Church of Mercer Island – 11%
 - Following the COVID-19 pandemic, Metro downsized its leases to just one remaining park and ride lot at Mercer Village Center.
- Future travel demand, calculated pre-pandemic:
 - More than 70% of new households and 76% of new jobs are forecasted to occur within the Town Center.
 - The analysis assumes the opening of the East Link light rail line in 2023⁷, which will result in an additional travel option between the Town Center and regional destinations.
 - Town Center traffic growth reflects the higher potential for pedestrian and transit trips. Overall, the traffic growth in the Town Center is forecasted⁸ to increase by 28% between 2018-2035, an annual growth rate of 1.5%. For areas outside the Town Center, traffic growth is expected to be lower with approximately 10% growth between 2018-2035, an annual growth rate of 0.5%. The resulting forecasted traffic volumes directly reflect the anticipated land use, housing, and employment growth assumptions for the Island.
- Key Transportation Element goals and policies relevant to the Town Center Parking Study:
 - Encourage the most efficient use of the transportation system through effective management of transportation demand and the transportation system.
 - Encourage measures to reduce vehicular trips using transportation demand management strategies such as preferential parking for carpools/vanpools, alternative work hours, bicycle parking, and distribution of information and promotion of non-motorized travel, transit, and ridesharing options.
 - Encourage businesses and residential areas to explore opportunities for shared parking and other parking management strategies.
 - Employ transportation system management (TSM) techniques to improve the efficient operation of the transportation system including, but not limited to, traffic through and turn lanes, management of street parking, signals, and other traffic control measures.
 - Balance the maintenance of quality Mercer Island neighborhoods with the needs of Mercer Island's transportation system.
 - Strive to minimize traffic impacts to neighborhoods and foster a "pedestrian-friendly" environment.
 - Address parking overflow impacts on neighborhoods caused by major traffic generators such as schools, businesses, parks, and multifamily developments.

⁷ As of spring 2023, the East Link light rail station is now projected to open in 2025.

⁸ "Mercer Island Comprehensive Plan, 4. Transportation Element, IV. Transportation System – Future Needs, Future Travel Demand". City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/comprehensive_plan?nodeId=SUHITA_4TREL_IVTRSYUTNE_FUTRDE

- Provide facilities for pedestrians and bicyclists designed in keeping with individual neighborhood characteristics.
 - Work with King County Metro to provide public transit vehicles and services that are more in scale with the City's neighborhoods and its local road network.
 - Maintain comprehensive street design guidelines and standards that determine the appropriate function, capacity, and improvement needs for each street/roadway, while minimizing construction and neighborhood impacts.
- Ensure parking standards support the land use policies of the Comprehensive Plan.
 - Continue to implement flexible parking requirements for Town Center development based on the type and intensity of the proposed development; site characteristics; likelihood for parking impacts to adjacent uses; opportunities for transit, carpooling, and shared parking; and potential for enhancements to the pedestrian environment.
 - Maintain the current minimum parking requirements of three (3) off-street spaces for single family residences but may consider future code amendments that allow for the reduction of one (1) of the spaces, provided that the quality of the environment and the single-family neighborhood is maintained.
 - Support business development in the downtown area by prioritizing on-street parking spaces in the Town Center for short-term parking and encouraging the development of off-street shared parking facilities for long-term parking in the Town Center.
- Promote bicycle and pedestrian networks that safely access and link commercial areas, residential areas, schools, and parks within the City.
 - Maximize the safety and functionality of the bicycle system by enhancing road shoulders, which are to be distinguished from designated bicycle lanes.
 - Implement the Pedestrian and Bicycle Facilities Plan to meet existing and anticipated needs for nonmotorized transportation. This Plan should be coordinated with other transportation planning efforts and periodically updated. The Plan includes improvements to a few bicycle gaps in Town Center, including on SE 77th from SE 27th to Mercer Way; however, this is a segment being addressed currently via [Sound Transit] light rail area improvements.
 - Study opportunities for use of innovative methods for pedestrians crossing streets, including use of colored and textured pavements within the City.
 - Strive to build community through the in-person interactions facilitated by active transportation at community connection points (schools, library, community centers, bikeshare hubs, etc.).
 - Prioritize areas near schools and commercial areas for a higher level of service for pedestrians, bicycles, and transit.
- Key Transportation Element implementation strategies relevant to the Town Center Parking Study:
 - Develop a neighborhood parking program to address parking overflow impacts from schools, businesses, parks, and multi-family housing.
 - Continue to involve the public in transportation planning and decisions.
 - Create "transit friendly" design guidelines for new development projects in the Town Center.
 - Implement the City's adopted Commute Trip Reduction program.
 - Work with Metro to reinstate and improve transit services. Explore alternative methods of providing service, such as developing a demand response service.
 - Work with Sound Transit to site, design, and construct high-capacity transit and parking facilities consistent with Land Use and Transportation Policies contained in the Comprehensive Plan that will be available for use by Mercer Island residents.

Existing Parking Permit Programs

In the early 2000s, the City Council made policy decisions about how to reduce Park & Ride overflow impacts on the north end neighborhood and the Town Center. The overriding objective was to eliminate parking for non-Mercer Island commuters from City streets. The City of Mercer Island has two (2) parking permit programs, the Town Center Commuter Parking Permit and the North Mercer Restricted Parking District (RPD). The locations of the permit areas are shown in Figure 8.

Residents can obtain permits at the City Hall Utility Counter or residents can mail in an application. The following information must be provided to obtain a permit:

- Vehicle license plate number and year
- Make and model of the automobile
- A copy of the vehicle registration

For residents with vehicles registered to an address not on Mercer Island, other proof of residence/vehicle ID is required.

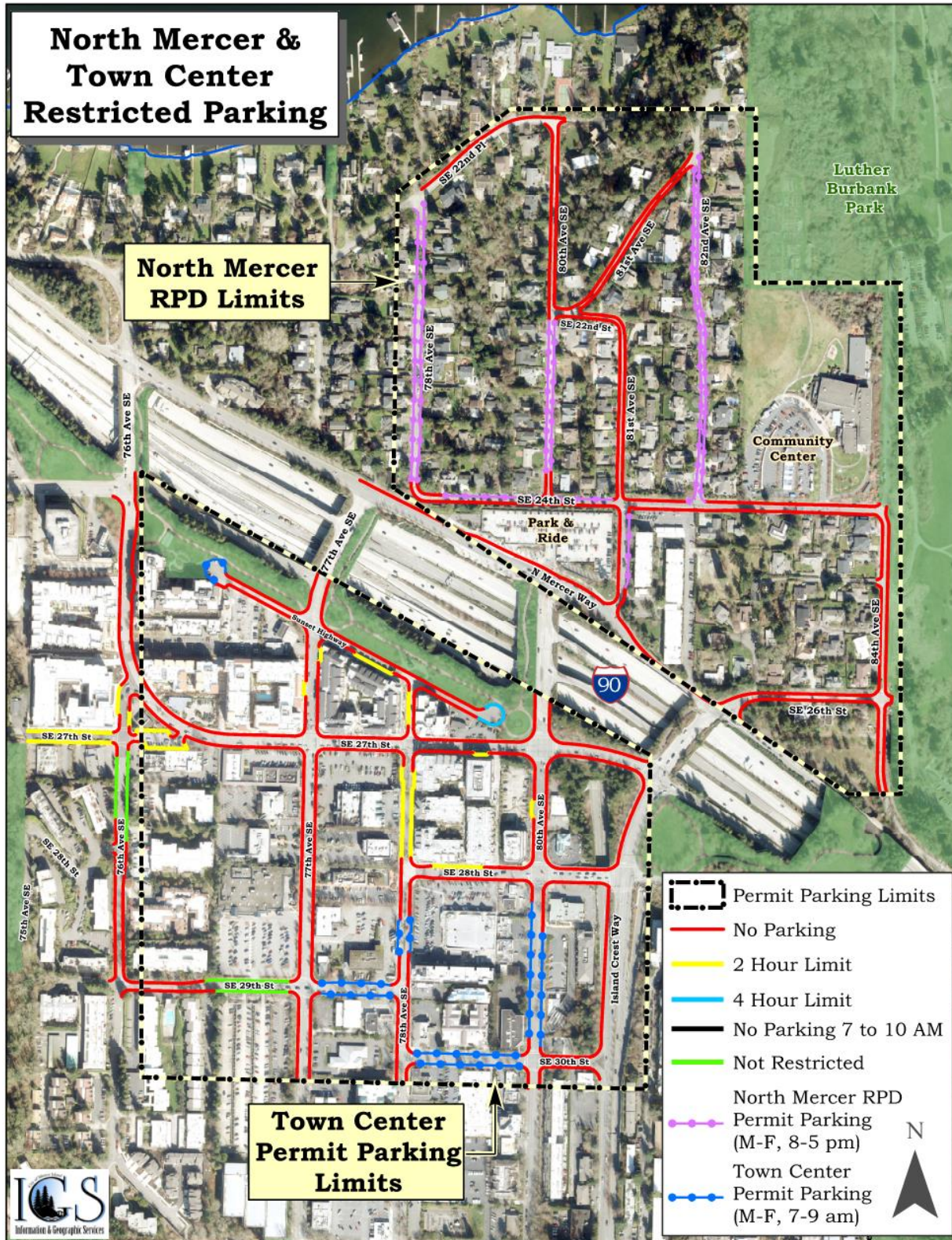
For residents driving a vehicle not registered to their home address (e.g., company car), a letter on company stationery stating the following is required:

- That the applicant is a company employee and has sole use of a company vehicle.
- The plate number of that vehicle.
- That the vehicle is normally parked at the applicant's Mercer Island home address before and after work.
- The company's Washington State Unified Business Number.

Permits are mailed to applicants and are provided in the form of stickers (blue permit with horizontal orientation for the Town Center Commuter Parking program and red permit with vertical orientation for the North Mercer RPD program). Stickers must be placed on the inside of the rear windshield in the lower corner of the driver's side of the vehicle. Permits are valid for a two (2)-year cycle, and all permits expire December 31 of the second year. Permits are not transferable to other vehicles.

Service vehicles, including City vehicles and utility companies providing emergency repairs, are exempt from posted parking restrictions.

Figure 8 Existing Mercer Island Parking Permit Areas



Source: City of Mercer Island

Town Center Commuter Parking Permit

Created in 2001, the Town Center Commuter Parking Permit program preserves selected public on-street parking spaces for Mercer Island resident use, between the hours of 7 am and 9 am, Monday through Friday. All Mercer Island residents are eligible for a Town Center Commuter Parking Permit, which costs \$5/year. The permit is useful for residents who wish to leave their car, walk to the Park & Ride, and catch a bus to off-island destinations.

Permit Program Locations

The Town Center Permit parking program applies to the following streets (shown in Figure 8 on previous page):

- 78th Avenue SE: Parking on both sides between SE 28th Street to SE 29th Street
- SE 29th Street: Parking on both sides between 77th Avenue SE and 78th Avenue SE
- 80th Avenue SE: Parking on both sides between SE 28th Street and SE 30th Street
- SE 30th Street: Parking on both sides between 78th Avenue SE and 80th Avenue SE

Enforcement

Mercer Island Police Officers enforce parking without a permit in the restricted zone of the Town Center. Enforcement occurs between 7 am and 9 am on weekdays only. At other times, posted parking regulations apply.

The penalties for violation of the Town Center parking permits are:

- \$20 for parking in a permit-restricted area
- \$250 for unauthorized use of a parking permit

Number of Permits Issued

The City provided Walker Consultants with historical Town Center parking permit data. Typically, the City issues permits in two-year cycles. Current permits, however, are being issued solely for 2023 pending the outcome of the Town Center Parking Study, which will inform the permit process and potential rate change in 2024.

- 2014/2015: 578 permits issued
- 2016/2017: 690 permits issued
- 2018/2019: 799 permits issued
- 2020/2021: 544 permits issued
- 2022/2023: 212 permits issued to-date

North Mercer Restricted Parking District (RPD)

In 2003, the City created a restricted parking district in the North Mercer neighborhood to prevent Park & Ride overflow parking. The permits are available for Mercer Island residents whose home address is within the boundaries of the North Mercer RPD. North Mercer RPD permit holders receive the same privileges of a Town Center parking permit. North Mercer RPD permits, guest permits, and temporary contractor permits are \$5/permit each year.

Permit Program Locations

The North Mercer RPD is located north of I-90 and is roughly bounded by SE 22nd Street, 78th Avenue SE, N Mercer Way, SE 26th Street, 84th Avenue SE, and 82nd Avenue SE. (See Figure 8 on previous page)

Enforcement

The parking restrictions are enforced every weekday. Parking restrictions are not enforced after 5pm.

Additional Permits

Residents within the North Mercer RPD can also apply for up to two (2) guest parking permits and a permit for a temporary contractor who needs on-street parking for more than two (2) consecutive days.

Number of Permits Issued

The City provided Walker Consultants with historical North Mercer RPD parking permit data.

- 2014/2015: 161 permits issued
- 2016/2017: 84 permits issued
- 2018/2019: 105 permits issued
- 2020/2021: 79 permits issued
- 2022/2023: 49 permits issues to-date

Bikeshare Pilot Program

From July 16, 2018, to October 17, 2018, the City of Mercer Island launched a 3-month free-floating bikeshare pilot program intended to provide new mobility options for residents commuting to and from the Mercer Island Park & Ride (8000 N Mercer Way), as well as other users who may wish to conduct errands or travel around the Island car-free, as a supplement to local public transit options.

For three months, the City and bikeshare provider LimeBike offered a fleet of 25 electric-assist rental bicycles available to any rider. This program was offered in addition to the City's rideshare pilot program (with Lyft and Uber) as another way to help reduce Single Occupant Vehicle (SOV) usage, decrease congestion, and improve mobility options. The costs of the bikeshare program were \$1 to unlock and \$0.15/minute to ride.

Although this pilot has now ended, LimeBike continues to operate on the Island with City permission.

Ride Share Pilot Program

From April 23, 2018, to October 31, 2018, the City launched a 6-month ride share pilot program through Uber and Lyft to help commuters access the Mercer Island Park & Ride (8000 N Mercer Way) without the need for a personal vehicle. The program was designed to alleviate parking demand at the park and ride facility.

The ride share program only covered travel in Mercer Island and was available Monday through Friday, 24 hours/day. All rides were required to originate or terminate at the park and ride. Fares to ride were discounted and were as follows:

- Phase 1 (April 23, 2018-July 21, 2018): \$2 per person, per ride
- Phase 2 (August 1, 2018-October 31, 2018): \$2 per shared ride, \$5 per solo rider

Current Parking Enforcement Policies

Walker Consultants conducted phone conversations with City staff to better understand current parking enforcement practices in the City. Below are key findings from these discussions:

- Currently, there is one (1) staff member conducting parking enforcement as part of their job duties.
- Three (3) to four (4) patrol officers are typically patrolling the island at one time. They have authorization to conduct parking enforcement but typically focus on moving violations.
- Due to the limited staff allocated to parking enforcement, the officer can never spend a full day conducting parking enforcement.
- Historically, there have been issues with spillover of parking from the park and ride. However, because of the COVID-19 pandemic, and the decrease in commuter travel, there have been fewer issues with parking spillover from the park and ride recently.

- Typically, enforcement is concentrated in the “problem areas” such as near certain multifamily developments.
- Enforcement is conducted in the two (2) hour zones, but, due to the limited enforcement staff available, it is difficult to identify the 2-4-hour violations.
- The most frequent types of violations being issued are expired tags, parking over the 72-hour limit, or parking in no parking zones.
- There are issues with employees and residents parking in commercial parking spaces all day.
- The City uses automated license plate readers (ALPR) to conduct parking enforcement.
- There currently is not a graduated citation fine schedule to address those who conduct repeat parking violations.

Town Center Parking Agreements

The City has established several Public-Use agreements in privately owned parking garages to provide public parking in Town Center. Some of these agreements were negotiated as development conditions of new construction projects, while others were arranged to provide public parking in existing private lots and garages as a condition of granting a change of use or other development addition. All the parking under these agreements is free for two or three hours depending on the garage.

The City provided Walker Consultants with copies of the following parking agreements for properties in the Town Center:

- 7800 Plaza (7800 SE 27th Street): 35 shared spaces available to the public
- Aviara Apartments (2441 76th Avenue SE): 20 shared spaces available to the public
- The Mercer Apartment Homes (7650 SE 27th Street) 35 shared spaces available to the public
- The Hadley (2601 76th Avenue SE) 58 shared spaces available to the public

A summary of these agreements is provided below. Public-Use parking agreements are also in place for the following Town Center properties, but copies of the agreements were not available to review:

- 77 Central (2630 77th Avenue SE): 16 shared spaces available to the public
- Island Square (2758 78th Avenue SE): 48 shared spaces available to the public

7800 Plaza (7800 SE 27th Street)

7800 Plaza is a mixed-use commercial/residential development located in Town Center. In 2013, a parking agreement was established between the Owner and the City of Mercer Island. Per City of Mercer Island Municipal Code (MICC), because the Owner wished to convert a portion of the building to office space, which decreased the percentage of required retail/restaurant/personal services on the ground floor below 60%, public parking must be provided. Per the agreement, a total of 35 spaces were made available to the public. The following requirements are placed on these public spaces:

- The public must have 24-hour access to the spaces on a first-come, first-served basis.
- Each public space must be clearly marked with signage, which is subject to City approval.
- The Owner may establish a maximum parking time limit no less than two (2) hours.
- The Owner may designate one (1) or more public spaces exclusively for electric vehicle charging for use by the public or an operator of a car sharing service that makes vehicles available for public use.
- The Owner can require that the motorist parking in the public space patronize at least one business in the development, but the motorist is entitled to leave the development without moving their vehicle.
- The Owner cannot charge for parking in the public parking spaces unless the Owner demonstrates (and gets City approval) that parking fees are necessary to achieve parity because most of the short-term public parking in the Town has become fee parking.

Aviara Apartments (2441 76th Avenue SE)

Aviara Apartments is a mixed-use commercial/residential development located in Town Center. The developer requested to replace 20 standard parking spaces with 10 tandem spaces. Based on materials provided to the City, the City agreed that there would be sufficient parking with the proposed change (per the projected parking demand for the building and per the City's minimum parking requirements). As consideration for allowing the changes to the number of standard parking spaces, the City and the Owner entered into an agreement in which the Owner was required to set aside 20 parking spaces for public use (not allocated to a particular tenant). The following requirements are placed on these public spaces:

- The public spaces must be made available to the public on a first come, first-served basis.
- The public space must be clearly marked stating "unreserved parking stalls – general public use."
- The Owner may establish a maximum parking time limit no less than three (3) hours.
- The spaces must be open no later than 8 am and close no earlier than 9 pm or until all businesses in the building have closed, whichever is later.
- The Owner cannot charge for parking in the public parking spaces unless the Owner demonstrates (and gets City approval) that parking fees are necessary to achieve parity because most of the short-term public parking in the Town has become fee parking.

The Mercer Apartment Homes (7650 SE 27th Street)

In 2005, the applicant proposed to build approximately 235 market-rate units, 18,000 square feet of retail/restaurant/office/live-work and/or service space, and 398 parking spaces. The applicant proposed to construct the Project in two phases, the first phase denoted as "Building A" and the second phase denoted as "Building B." A perpetual parking easement agreement was established in 2005 to address any shortfall of parking for Building A created during the construction of Building B. The agreement is established between the two building owners and allows for 35 parking spaces to be accommodated on the Building B portion of the property. This shared agreement is unique in Town Center in that it explicitly prohibits walk-off parking.

The Hadley (2601 76th Avenue SE)

The Hadley is a mixed-use retail/residential development located in Town Center. The applicant proposed a mixed-use building with approximately 209 apartment units, 11,000 square feet of retail and commercial space, and 214-267 parking spaces. Per the development agreement between the applicant and the City, a minimum of 58 parking spaces shall be made available for public parking. The following requirements are placed on the public parking spaces:

- The Owner may establish a maximum parking time limit no less than two (2) hours.
- The Owner can require the motorist patronize at least one business in the development but otherwise will be entitled to leave the development without moving their vehicle.
- The City shall require a greater number of parking spaces be available for public parking during periods when residential use of parking is expected to be less than the parking supply, considering the shared parking concept.

Review of Mercer Island Municipal Code Regulations

Mercer Island City Code (MICC) Chapter 19.11 establishes Town Center Development and Design Standards, including standards for parking, vehicular, and pedestrian circulation⁹. The following key objectives apply for parking, vehicular, and pedestrian circulation, as relevant to the Town Center Parking Study:

⁹ "MICC 19.11.130 Town Center Design and Development Standards – Parking, vehicular and pedestrian circulation." City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/city_code?nodeId=CICOOOR_TIT19UNLADECO_CH19.11TOCEDEDEST_19.11.130PAVEPECI

- The Town Center should be accessible for vehicles but have an emphasis toward the needs of pedestrians.
- Development should maintain mobility and maximize opportunities for alternative modes of transportation.
- The harmonious integration of pedestrian and transit user circulation should be considered in every aspect of site design.
- Development shall provide adequate parking with safe and convenient pedestrian access.
- Parking stalls shall be located within a structure, underground, or behind buildings.
- Parking structures should not dominate the street frontage and must blend with the building's architectural theme.
- Creatively designed, clean, and functional pedestrian connections are encouraged to provide access through-blocks, between properties, and/or to and from the public right-of-way.

Table 6 summarizes the current parking requirements in the Mercer Island Town Center. These requirements apply to new development and remodels greater than 10% of the existing gross floor area (GFA).

Table 6 Mercer Island Town Center Parking Requirements By Use¹⁰

Use	Requirement	Metric
Retail		
<i>General Retail</i>	2-3 stalls	Per 1,000sf GFA
<i>Restaurant/Deli/Bakery/Food</i>	5-10 stalls	Per 1,000sf GFA
<i>Hotel</i>	See Metric column	1 per guest room + 2/3 per employee on shift + 5 per 1,000sf of Retail/Office
Office		
<i>Financial Services</i>	3-5 stalls	Per 1,000 sf GFA
<i>Health/Barber/Beauty</i>	4-5 stalls	Per 1,000 sf GFA
<i>Other Professional Services</i>	3-5 stalls	Per 1,000 sf GFA
Residential		
<i>Non-Senior</i>	1-1.4 stalls**	Per Unit
<i>Senior</i>	.3-1 stalls	Per Unit
<i>Libraries/Museums/Public Buildings</i>	3-5 stalls	Per 1,000sf GFA
<i>Assembly or Meeting Spaces</i>	See Metric column	1 per 3 seats to 1 per 5 seats + 2 per 3 employees
<i>Other Uses – Non-Specified</i>	See Metric column	As determined by code official

*For mixed-use or residential projects, if an applicant provides more parking than 1.25 spaces/dwelling unit for any part of a project consisting of residential units or 2.5 spaces/1,000sf for any part of a project that is not used for residential units, such additional parking shall either be underground or on the second or higher story of structured parking.

**Site-specific deviations to allow less than 1 stall per unit may be allowed based on a detailed parking analysis and with approval of the code official.

¹⁰ "MICC 19.11.130(B)1(a) Town Center Design and Development Standards – Parking, vehicular and pedestrian circulation: Minimum number of parking stalls required." City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/city_code?nodeId=CICOOR_TIT19UNLADECO_CH19.11TOCEDEDEST_19.11.130PAVEPECI

Most of the land uses listed in the table above have a range of parking requirements. The code official has the final authority to determine the number of parking stalls required within the ranges to accommodate typical daily peak parking demand based upon the applicant's submittal of a completed site plan and detailed parking analysis.

Parking stall and aisle dimensions¹¹ are as follows:

- Standard stall: 9' by 18.5'
- Compact stall: 8.5' by 16'
- One-way traffic aisles
 - 18' width for parking angled at 45° or higher
 - 12' width for parallel parking

No more than 50% of the required spaces for office and residential uses can be designed to accommodate compact vehicles, and no more than 25% of the required spaces for all other uses can be designed for compact vehicles.

Shared Parking in Town Center

The Town Center Development and Design Standards also outline stipulations for shared parking, which is a parking supply mechanism in which a development meets parking requirements by demonstrating that overall demand for parking at a development can be met by shared parking spaces. When shared off-street parking facilities for two or more uses are proposed, the City allows for parking reductions of up to 50% due to shared parking. The code also requires a parking demand study prepared by a professional traffic engineer that demonstrates:

- All land uses will not significantly overlap, and
- Uses will be served by adequate parking if shared parking reductions are authorized.

Shared parking applies to both single on-site common parking facilities and off-site facilities. If off-site facilities are used, all facilities must be connected to improved pedestrian facilities, and no building or use should be more than 1,320 feet walking distance from the most removed shared parking facility. For shared parking owned by one or more different property owners, a covenant or other contract for shared parking is required.

¹¹ "MICC Title 19 Unified Land Development Appendix A – Parking Lot Dimensions." City of Mercer Island, accessed December 19, 2022.

https://library.municode.com/wa/mercer_island/codes/city_code?nodeId=CICOOR_TIT19UNLADECO_UNLADEAP_APXAPALODI

Appendix D: Mercer Island Park-and-Ride Usage Data

Sound Transit conducted parking counts of the Mercer Island Park-and-Ride in February 2014 and February 2015. The specific day of the week and time of the counts is unknown, but the survey found that the Park-and-Ride was 96% occupied in 2014 and 95% occupied in 2015. The survey maps are included as Figures D-1 and D-2 on the following pages.

DRAFT

Figure D-1 Mercer Island Park-and-Ride License Plate Survey (February 2014)

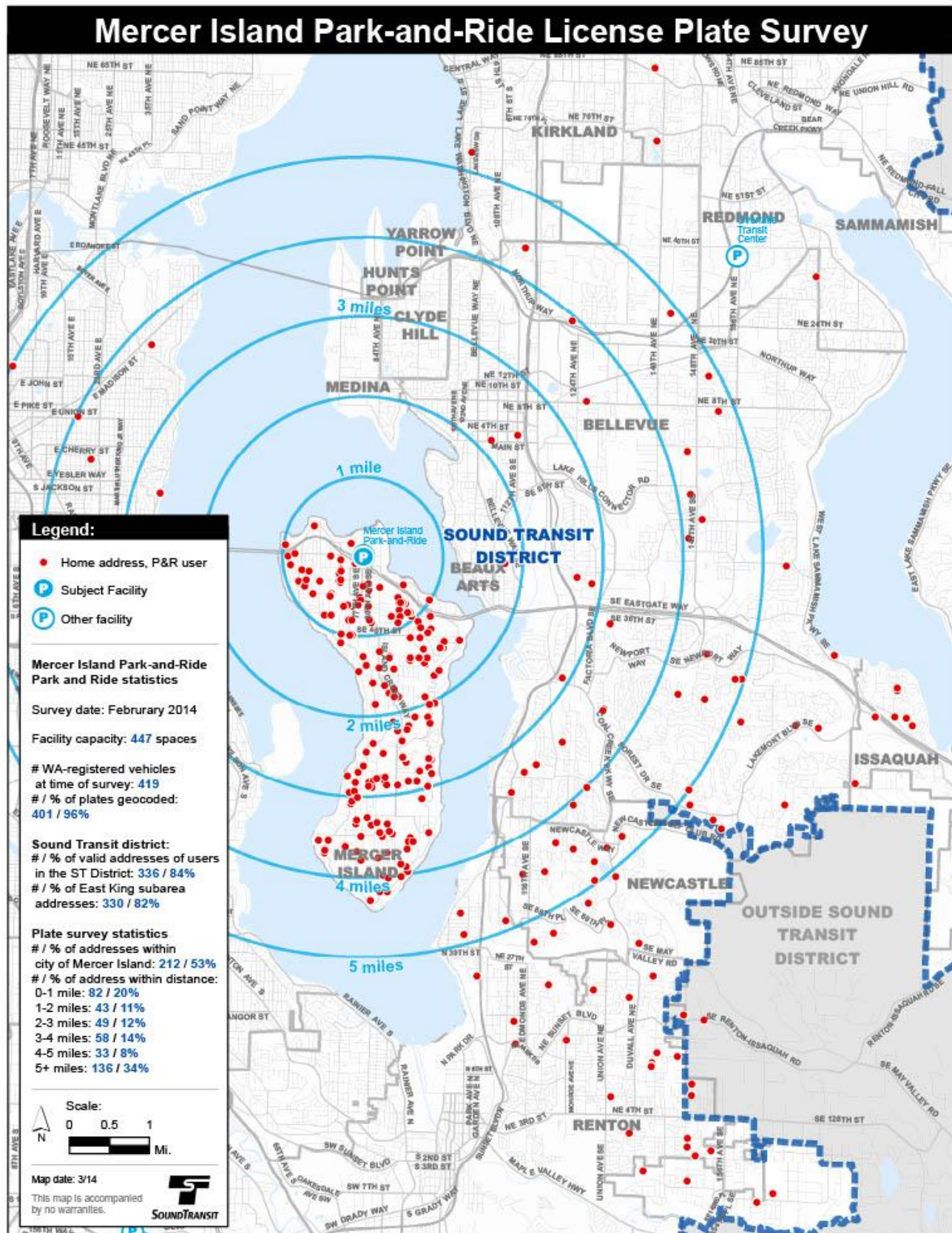
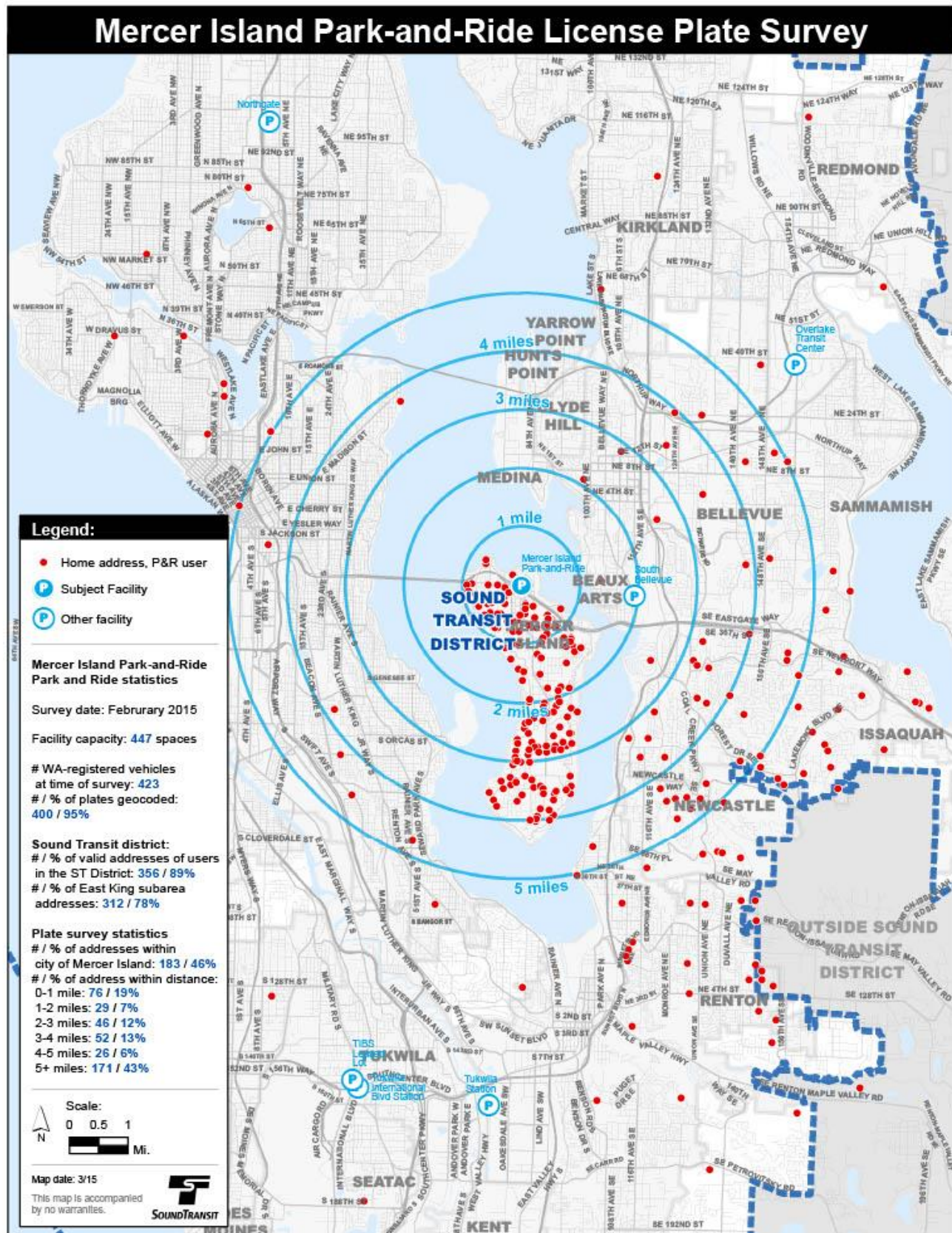


Figure D-2 Mercer Island Park-and-Ride License Plate Survey (February 2015)



Appendix E: Town Center Parking Observations

The following evidential images document existing conditions in Town Center related to parking. They were captured in June 2022 during site visits completed by the consultant team from Walker Consultants.

Parking Lots and Garages

Image E-1 Former Tully's Site (7810 SE 27th Street)



Image E-2 QFC (7823 SE 28th Street)



Image E-3 Tabit Village Square (7633 SE 27th Street)



Image E-4 Islandia Center (3016 78th Avenue SE)



Image E-5 Boyd Building (7605 SE 27th Street)



Image E-6 Riot Games (3003 78th Avenue SE)



Image E-7 The Hadley (2601 76th Avenue SE)



Image E-8 Aviara Apartments (2441 76th Avenue SE)

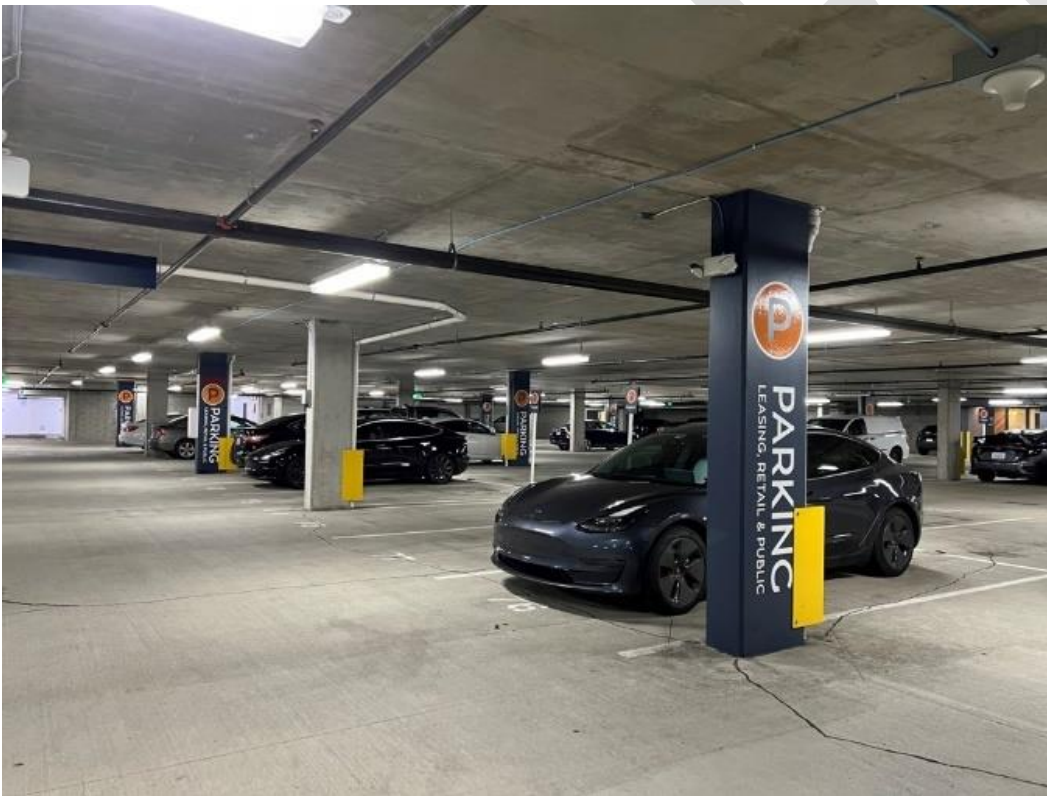


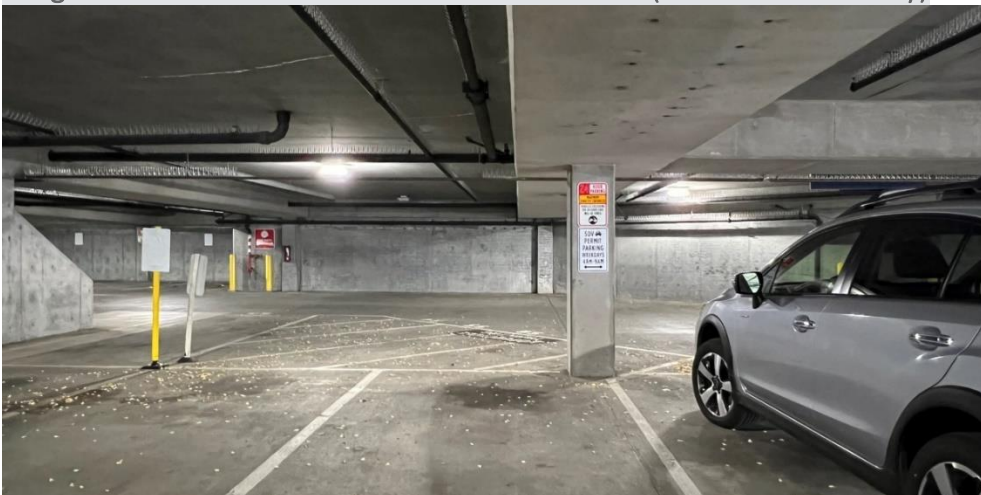
Image E-9 North Mercer Restricted Parking District



Image D-10 Sound Transit Park & Ride Upper Deck (8000 N Mercer Way)



Image E-11 Sound Transit Park & Ride Lower Deck (8000 N Mercer Way)



Loading and Short-Term Parking

Image E-12 Illegal Use of Center Turn Lane for Loading Zone (77th Avenue SE)



Image E-13 10-Minute Parking at Tabit Village Square (7633 SE 27th Street)



Bicycle Traffic and Infrastructure

Image E-14 Bike Lane Use on SE 32nd Street



Image E-15 Bike Lane Use on SE 27th Street



Streetscapes and Wayfinding

Image E-16 77th Avenue SE Streetscape (between SE 27th and SE 28th Streets)



Image E-17 77th Avenue Streetscape (between Sunset Highway and SE 27th Street)



Image E-18 Town Center Wayfinding Signage



Appendix F: 2023 Town Center Parking Inventory and Utilization

In 2023, the City contracted with IDAX Data Solutions, a multimodal data collection firm, to update the parking data collected in 2022. The following appendix provides an overview of the methodology and findings from this effort.

Methodology

Parking counts were conducted on Thursday, June 8, and Saturday, June 10, 2023, to mirror the timing of the 2022 data collection. Parking occupancy counts (i.e. number of parked cars) were conducted every two hours from 10 am to 8 pm, inclusive, on both days to understand parking demand throughout the day on typical parking conditions. Parking length of stay counts were also conducted at 5 pm and every two hours from 10 am to 8 pm, inclusive, on June 8 to understand how long cars stay parked in on-street spaces. For this update, inventories and counts of the North Mercer Restricted Parking District (RPD) and Mercer Island Park-and-Ride were also included.

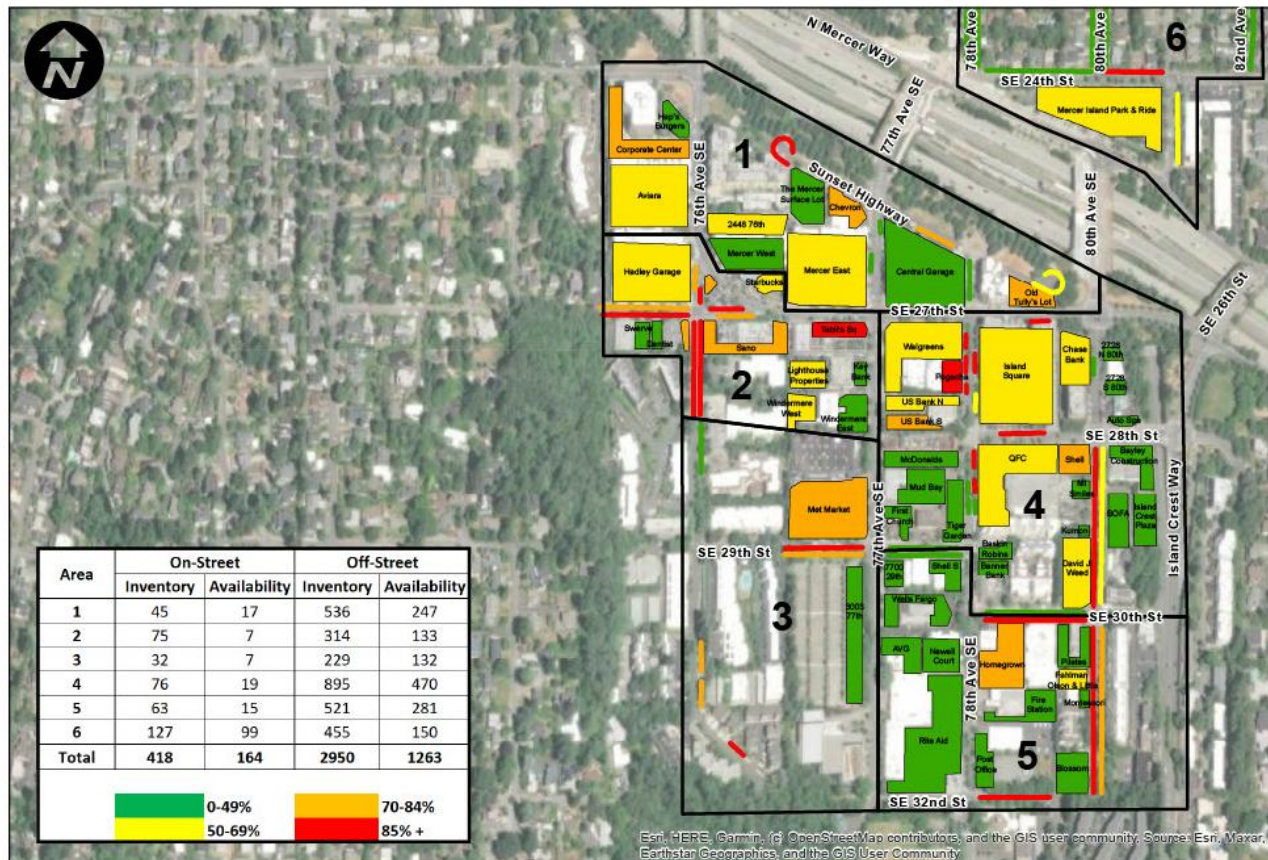
Parking Inventory Updates

Town Center data collection used the 2022 inventory (also collected by IDAX), with some changes depending on factors such as spacing between cars parked in unstriped spaces, stalls blocked off in private lots, etc., for delta of +15 on-street spaces and +4 off-street spaces. Inventories of the RPD and Park-and-Ride showed 127 and 455 spaces, respectively.

Parking Utilization

The 2023 counts continue with the parking management assumption that the ideal occupancy threshold is 85%. When parking is 85% occupied, spaces are well-used: pricing (if used) is not needlessly deterring people from driving to the area, and it is still possible for drivers to find a space without cruising around waiting for another driver to leave, which results in increased emissions and traffic congestion. Figure F-1 on the next page shows weekday parking utilization at the peak time of 12 pm. As in 2022, certain block faces and parking facilities exceeded the 85% occupancy threshold, while other block faces and facilities were less than 50% occupied.

Figure F-1 Weekday Peak Utilization (Thursday, June 8, 2023, at 12pm)



Source: IDAX Data Solutions.

Even at peak weekday parking demand, spaces in Town Center were available:

- 65 on-street spaces were available.
- 1,113 off-street spaces were available.

Weekday utilization in the Town Center zone was down slightly compared to 2022 and still below 50% occupied.

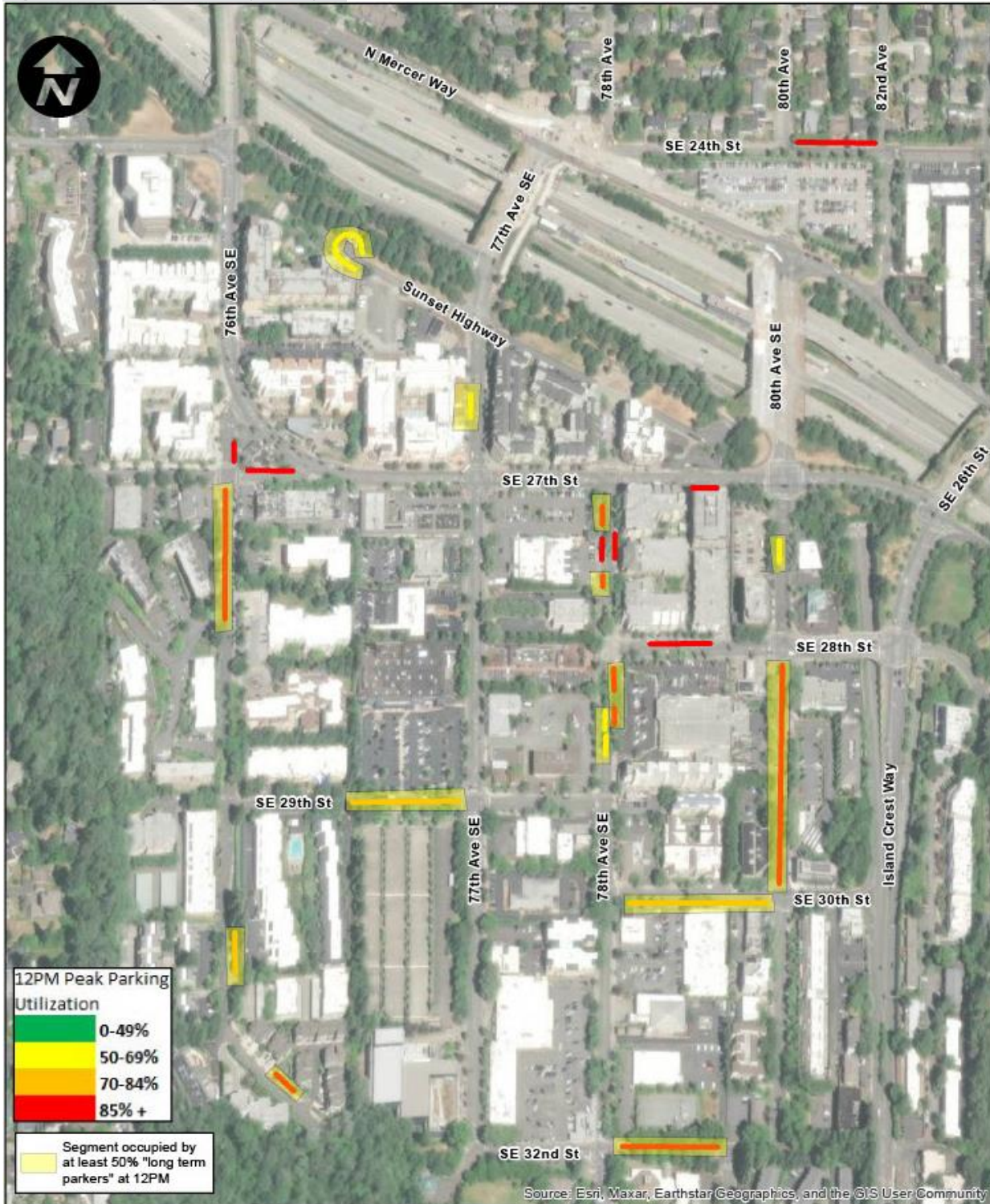
The Park-and-Ride showed peak utilization of 67% at 12pm and RPD utilization only reached 22% overall.¹²

Length of Stay Analysis

A length of stay analysis shows how long vehicles occupied on-street parking spaces in Town Center on Thursday, June 8, 2023. This analysis focused on blocks where the parking occupancy was 70% or higher and considered vehicles parked for at least four hours “long-term parkers.” Figure F-2 on the next page shows the street segments with at least 70% occupancy and segments in which parkers were parked for at least four hours.

¹² In June 2023, sections of the RPD were closed or limited due to construction work by King County. At the time of data collection, the contractor was primarily working in the area north of the Mercer Island Park-and-Ride, primarily on 81st Avenue SE. Construction likely did not significantly change parking patterns since the RPD is used by residents, but some parking spaces were closed during construction.

Figure F-2 Length of Stay Analysis



Source: IDAX Data Solutions.

The duration data for these busy blocks showed that:

- 458 total cars parked on these streets over the course of the count period.
- 186 of 458 (40%) were parked for 4 or more hours.
- Of the 186 vehicles parked for 4+ hours, 80 vehicles (43%) were parked in 3-minute, 30-minute, or two-hour parking zones.

Log #	Comment / Question	Section	Page #	Discussion Summary	Final Plan Updates	Other Follow-Up
1	Consider changing the on-street parking limit to three hours instead of two hours.	D. Strategies and Recommendations <i>1a. Revise on-street parking time limits to be consistent throughout Town Center.</i>	16-17	Staff confirmed that the recommendation included in the Town Center Parking Plan (“Parking Plan”) is to make parking time limits for on-street parking consistent across the Town Center, and the City Council will make the policy decision on deploying consistent parking time limits across Town Center in 2024.	No change to the Parking Plan.	Parking counts in Town Center will be conducted again in Q2 2024. Staff will update the Council and seek additional direction related to on-street parking time limits in Q3 or Q4 2024.
2	Staff wish to highlight that the recommendation to study street reconfigurations in Town Center conflicts with the street design standard identified for 77th Avenue SE in MICC 19.11.220. Currently, the code calls for this street to be redesigned with parking on both sides of the street and sharrows (i.e., a shared-lane marking that indicates the road should be shared by bicycles and vehicles). This redesign eliminates the existing bike lanes, creates new on-street parking, and is slated for 2026 in the current 6-Year TIP. If the Council wishes to move forward with the Town Center Parking Study recommendation to explore options for street reconfiguration, the City code will need to be amended in the event that an alternative street design is selected.	D. Strategies and Recommendations <i>3d. Study options to reconfigure some Town Center streets with considerations for adding parking and loading, improving walking and bicycling facilities, improving wayfinding and access, and making area streets calmer and safer for all users.</i>	32-33	<p>Staff confirmed that the recommendation in the plan is to study options for street reconfiguration and that the Parking Plan identifies SE 27th Street and 77th Avenue SE as good candidates but that no specific design is recommended.</p> <p>The City Council discussed two capital projects slated for SE 27th Street and 77th Avenue SE in the 2023-2028 Capital Improvement Program (CIP):</p> <ul style="list-style-type: none">SP0110 SE 27th Street Overlay (from 76th Ave SE to 80th Ave SE): This project will resurface SE 27 Street from 76th Avenue SE in the Town Center with a hot-mix asphalt overlay. Work will consist of pavement repairs, pavement gridding, asphalt paving, ADA ramp replacements, raising utility castings to grade, and new pavement markings. [Overlay is used in the context of asphalt overlay here and is defined as a layer of new asphalt applied over the existing base layer.]SP0136 77th Ave SE Channelization Upgrades (from SE 32nd Street to North Mercer Way): This project will modify existing channelization to provide on-street parking from SE 32nd to SE 27th Streets in Town Center and provide sharrows in the north/southbound travel lanes to connect to the Mountains to Sound Greenway Trail (I-90 Trail). [Channelization is defined as the use of secondary roads to separate certain flows of traffic from the main traffic lanes.] <p>The City Council directed staff to proceed as planned with SP0110 in 2024 and to adjust the CIP as needed if the Council ultimately decides to pursue an alternative design option for 77th Avenue SE before work on SP0136 begins.</p>	No change to the Parking Plan.	N/A

Log #	Comment / Question	Section	Page #	Discussion Summary	Final Plan Updates	Other Follow-Up
3	Action item to discuss: Ramp up parking enforcement efforts.	D. Strategies & Recommendations <i>1e. Implement additional enforcement of Town Center parking regulations, including education and marketing campaigns.</i>	23	<p>Staff updated the City Council on progress to increase the parking citation fees, which is necessary before deploying other enforcement strategies. Additionally, staff expressed support for implementing consistent parking time limits and deploying a parking management platform (such as PayByPhone) to manage on-street spaces.</p> <p>The Council discussed how a parking management platform would work with the City’s existing ALPR technology and raised concerns about how requiring use of a parking app may present a barrier to entry for community members. Ultimately, the Council did not direct staff to pursue more enforcement activities until the parking citation fees have been updated and further study of the use of a parking management platform has been completed.</p>	No change to the Parking Plan.	Staff’s recommendation for new parking citation fees will be included in the City’s 2024 Fee Schedule, which will be presented to the City Council for adoption on December 5. Additional code update work may be necessary after the 2024 Fee Schedule is adopted; City staff will bring these updates to the City Council in 2024.
4	Action item to discuss: Eliminate commuter parking options (except for the grandfathered three firms).	D. Strategies & Recommendations <i>1b. Monitor the RPD and Town Center Parking permit programs. Modify them as needed to prepare for future parking impacts due to increased commuter traffic and the opening of the East Link Extension.</i>	18-20	<p>Staff confirmed that the recommendation in the plan is to suspend the Town Center Parking permit program if the Mercer Island Park-and-Ride continues to show less than 75% occupancy. The City began monitoring the Restricted Parking District (RPD) and Town Center Parking permit programs in 2023, including conducting parking counts of the Park-and-Ride.</p> <p>The 2023 data showed that the Park-and-Ride never reached 75% occupancy (the highest occupancy was 67% at 12pm on weekdays). Staff recommended conducting 2024 parking counts before making permanent changes to the Town Center Parking permit program. These counts are already planned for 2024.</p> <p>The City Council gave no additional direction for other actions related to the Town Center Parking permit program.</p>	No change to the Parking Plan.	Parking counts in Town Center will be conducted again in Q2 2024. Staff will update the Council with this data and seek additional direction related to the parking permit programs as needed.
5	Action item to discuss: Increase signage for public off-street parking.	D. Strategies & Recommendations <i>2a. Improve awareness of and navigation to Town Center’s range of parking options.</i>	26	<p>Staff updated the City Council on progress to increase signage for public parking garages in Town Center. Additional “P” parking signs will be installed in City ROW locations by the end of 2023.</p> <p>The Council discussed other signage options, including roadway markings that provide navigation to parking garages. Staff explained reasoning for not implementing this option first, and the Council provided no additional direction related to installing other signage in 2024.</p>	No change to the Parking Plan.	Messaging about Town Center parking options will be rolled out in 2024, including about new parking map resources and wayfinding signage to parking options. Staff are developing methods for monitoring the effectiveness of these tools and will update the City Council as needed.
6	Action item to discuss: Initiate an audit for compliance with current off-street parking requirements.	D. Strategies & Recommendations <i>2b. Promote agreements for public use of currently underutilized private parking.</i>	27	<p>Staff explained that review of off-street parking requirements occurs when permit applications are received for new or changing uses at existing facilities. These reviews are tracked in parking spreadsheets maintained by the Community Planning and Development department. The City Council did not direct the staff to complete additional annual audits of compliance with off-street parking requirements.</p>	No change to the Parking Plan.	N/A

Log #	Comment / Question	Section	Page #	Discussion Summary	Final Plan Updates	Other Follow-Up
7	Action item to discuss: Force Island Square to eliminate use of parking app, since it violated the principle of first come, first served.	D. Strategies & Recommendations <i>2b. Promote agreements for public use of currently underutilized private parking.</i>	27	Staff updated the City Council that additional research was required to determine whether Island Square has violated any terms of its shared parking allowance by using a parking management platform to monitor parking and charging for parking after the first two hours of use. The Council directed staff to complete additional research and contact Island Square to share Council concerns about the facility’s current parking management practices.	No change to the Parking Plan.	Since October 17, City staff have reviewed all available documentation pertaining to shared parking requirements at Island Square. Available documentation indicates that Island Square was permitted to provide shared parking when the project was approved by the Design Commission. Staff have not located official documentation that stipulates public parking time limits, allowed mechanisms for managing public parking, or Island Square’s ability to charge for public parking.
8	Action item to discuss: Initiate study on alternative parking designs for 77th and 27th.	D. Strategies & Recommendations <i>3d. Study options to reconfigure some Town Center streets with considerations for adding parking and loading, improving walking and bicycling facilities, improving wayfinding and access, and ensuring area streets are calm and safe for all users.</i>	32-33	The City Council covered this item during its discussion of Log #2 (above). No additional discussion was had or direction given.	No change to the Parking Plan.	N/A
9	Action Item to discuss: Implement a parking management application in Town Center to include an allowance for short-term/free parking.	D. Strategies and Recommendations <i>1a. Revise on-street parking time limits to be consistent throughout Town Center.</i>	16-17	Staff confirmed their support for implementing a parking management platform (such as PayByPhone) to monitor and enforce on-street parking in Town Center. The Council discussed the possibility of implementing paid parking requirements for on-street parking, but no direction to explore this option further was given. This is a policy decision that Council could pursue in the future if desired.	No change to the Parking Plan.	citation fees will be included in the City’s 2024 Fee Schedule, which will be presented to the City Council for adoption on December 5. Additional code update work may be necessary after the 2024 Fee Schedule is adopted; City staff will bring these updates to the City Council in 2024. Implementation of a parking management platform is expected to occur in late 2024 or early 2025 following adoption of the new fees.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6372
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6372: Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining Project Phase 1 Closeout	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed:
RECOMMENDED ACTION:	Accept the completed project and authorize staff to close out the contract.	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Public Works Director Clint Morris, Capital Division Manager Christopher Marks, Utilities Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

AMOUNT OF EXPENDITURE	\$ 837,338
AMOUNT BUDGETED	\$ 1,764,588
APPROPRIATION REQUIRED	\$ 0

EXECUTIVE SUMMARY

The purpose of this agenda bill is to accept Phase 1 completion of the Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining project (SU0108) and authorize staff to close out the completed construction contract.

- Work consisted of installing 4,262 feet of CIPP liner and 59 service connection seals (SCS) into existing 8-inch diameter sewer mains as part of an ongoing program to improve the sewer collection system by reducing inflow and infiltration (I/I) of sewer main pipes.
- Design of Phase 1 (100%) and Phase 2 (90%) occurred between October of 2021 and October of 2022. Construction associated with Phase 1 occurred from February through May of 2023.
- The \$1,764,588 project budget for fiscal year 2023 includes \$764,588 in carryover from fiscal year 2022 to complete Phase 1 and the \$1,000,000 allocation for Phase 2 construction.
- The total project cost was \$837,338 and came in \$162,180 below the total project budget at the time of contract award. Unspent funds will remain in the Sewer Fund.

BACKGROUND

Sewer Basin 40 is located in the Mercerwood neighborhood and is one of the oldest portions of Mercer Island's sewer collection system, with construction dating back to the 1950's. Pipes in this area were inspected in 2018 using closed circuit television equipment and were identified as having a high presence of

infiltration and inflow (I/I) as well as some minor structural pipe defects. Once I/I enters the sewer, this water must be transported and treated. Reducing I/I improves the capacity of the City's sewer system and reduces sewage treatment costs.

In October 2021 the City entered into agreement with Staheli Trenchless Consultants (STC) to prepare design documents addressing the I/I in Basin 40. After evaluating more than 27,000 feet of sewer main in the basin, STC delivered Phase 1 and Phase 2 project packages – with Phase 1 prioritizing sewer mains with the highest levels of I/I (See Exhibit 1) and Phase 2 capturing the remaining segments with evidence of I/I.

In October 2022, the Phase 1 project package was advertised for bids and five contractor bid proposals were received. At the December 6, 2022 regular City Council meeting, a construction contract was awarded to Insta-Pipe, Inc. for \$547,681 and the total project budget was set at \$999,518 ([AB 6191](#)). Effective May 8, 2023, \$764,588 was carried over from 2022 and incorporated into the 2023-2024 budget to complete the project ([Ordinance No. 23-05](#)). The Phase 2 project is currently under construction (awarded under [AB 6295](#)).

ISSUE/DISCUSSION

Construction activities began in February 2023 and the project was substantially complete in April 2023. A total of 4,262 linear feet (0.8 miles) of 8-inch diameter CIPP liner and 59 service connection seals (SCS) were installed in the area bounded by SE 40th Street, 96th Avenue, and SE 41st Street. Upon substantial completion, a final inspection was performed by City and STC staff, and a list of corrective items was delivered to Insta-Pipe. These items were completed in May 2023.

The total project cost was \$837,338, which was \$162,180 less than the total amount budgeted at the time of the contract bid award. No contingency funds were needed during construction. Unspent funds from the project will remain in the Sewer Utility Fund. The following table summarizes actual project expenditures compared to budgeted costs.

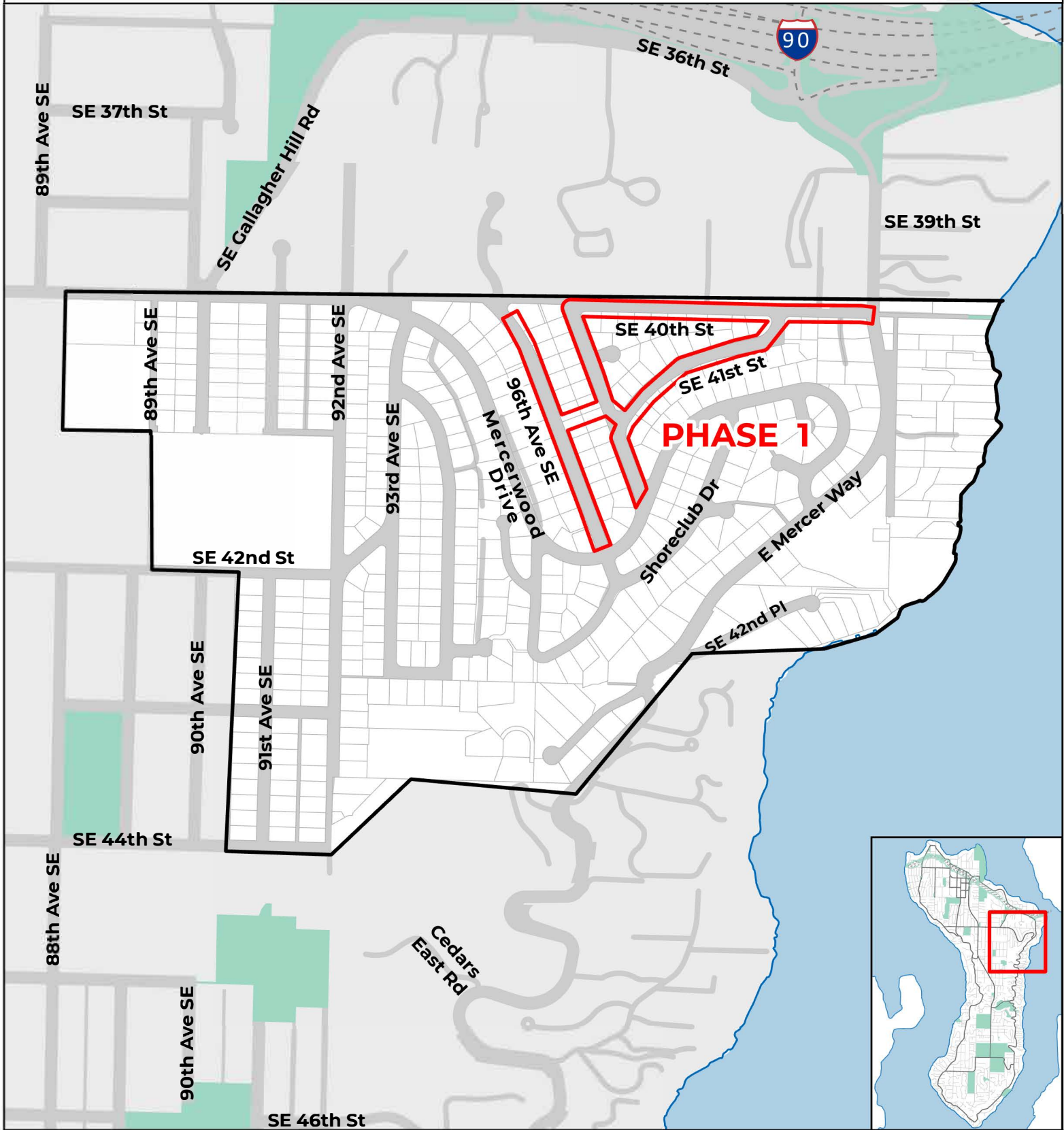
BASIN 40 CIPP SEWER LINING PROJECT PHASE 1 PROJECT BUDGET (AWARD AMOUNT) & EXPENDITURES		
Description	Approved Project Budget (Award Amount)	Actual Expenditures
Construction Contract		
Schedule A - Bid Amount (w/out tax)	\$497,440	\$452,708
Schedule B - 10.1% sales tax of bid amount	\$50,241	\$45,724
Total Construction Contract	\$547,681	\$498,432
Construction Contingency - 20%	\$109,536	\$0
Project Design (2021-2022)	\$234,100	\$233,531
Inspection Services / Construction Support	\$75,200	\$72,935
Contract Administration / Project Management	\$33,000	\$32,440
Project Budget (Award Amount) & Expenditures	\$999,518	\$837,338
Budget Remaining		\$162,180

RECOMMENDED ACTION

Accept the completed Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining Project Phase 1 and authorize staff to close out the contract.

SU0108 - CITY OF MERCER ISLAND BASIN 40 CIPP SEWER LINING PROJECT - PHASE 1

Item 5.



- Phase 1 Project Area
- Sewer Basin 40
- Parks
- Streets
- I-90

Disclaimer: No warranties of any sort including accuracy, fitness or merchantability accompany this map.

2023CIPTemplate.aprx SU0108_AB6372
Date:1/2/2023





BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6375
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6375: An Ordinance Amending MICC Ch. 9.50 (Second Reading Ord. No. 23C-16)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Adopt Ordinance No. 23C-16, amending MICC Ch. 9.50, Revised Code of Washington State Statutes Incorporated by Reference.	

DEPARTMENT:	Police
STAFF:	Mike Seifert, Police Commander Dominic Amici, Detective Sergeant Eileen Keiffer, Madrona Law Group, PLLC
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 23C-16
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This agenda bill introduces Ordinance No. 23C-16 (Exhibit 1) for second reading and adoption. The purpose of this ordinance is legal cleanup to [MICC Ch. 9.50](#), Revised Code of Washington State Statutes Incorporated by Reference.

- In 2021, the Washington Supreme Court decided the seminal court case of *State v. Blake*, invalidating the state's then strict liability drug possession statute.
- To avoid decriminalizing drug possession, the Washington Legislature first enacted a temporary fix.
- Upon approach of the termination date for the temporary fix, the Legislature enacted a permanent fix during the last legislative session.
- As a result of the *Blake* fix legislation, updates to MICC Ch. 9.50 are required to update RCW references.
- The City Council completed a first reading of Ordinance No. 23C-16 on November 7, 2023 ([AB 6363](#)).

BACKGROUND

In 2021, the Washington Supreme Court decided the seminal court case of *State v. Blake*, invalidating the state's then strict liability drug possession statute. To avoid decriminalizing drug possession, the Washington Legislature first enacted a temporary fix. Upon approach of the termination date for the temporary fix, the Legislature enacted a permanent fix during a special session.

MICC Ch. 9.50 adopts various provisions of the Revised Code of Washington (RCW) into the MICC by reference. As a result of the *Blake* fix legislation, updates to MICC Ch. 9.50 are required to update the RCW references. Further, Ch. 9.50 MICC appears to have last been amended in 1998 and accordingly, a general clean-up of the chapter to remove/replace outdated RCW references is warranted.

The following sections contain amendments:

- 9.50.010 – RCW Title 9, Crimes and punishments.
- 9.50.020 – RCW Title 9A, Washington criminal code.
- 9.50.030 – RCW Title 10, Criminal procedure.
- 9.50.040 – RCW Title 26, Domestic relations.
- 9.50.050 – RCW Title 66, Alcoholic beverage control.
- 9.50.060 – RCW Title 69, Food, drugs, cosmetics and poisons.
- 9.50.070 – RCW Title 70, Public health and safety.
- 9.50.080 – RCW Title 77, Fish and wildlife~~Game and game fish~~.

ISSUE/DISCUSSION

Ordinance No. 23C-16 (Exhibit 1) amends MICC Ch. 9.50, Revised Code of Washington State Statutes Incorporated by Reference, to adopt RCW sections enacted/amended by the Legislature in reaction to the *Blake* case, as well as to provide general housekeeping cleanup of the chapter, to remove/replace outdated RCW references. The City's prosecutor was consulted and participated in drafting and reviewing Ordinance No. 23C-16.

Should City Council decline to adopt the edits to MICC Ch. 9.50, citations for illegal drug possession or use would have to be written into King County District Court, rather than Mercer Island's Municipal Court. As a precursor to doing so, the City would first need to enter into a prosecution agreement with the King County prosecutor's office. The King County prosecutor's office reports that it has a large misdemeanor backlog. This backlog could result in a delay in case filing (or many cases simply not being filed at all).

The City Council expressed no concerns with Ordinance No. 23C-16 at its first reading during the November 7, 2023 Meeting. No changes have been made to the ordinance between the first and second readings.

RECOMMENDED ACTION

Adopt Ordinance No. 23C-16, amending MICC Ch. 9.50, Revised Code of Washington State Statutes Incorporated by Reference.

**CITY OF MERCER ISLAND
ORDINANCE NO. 23C-16**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
AMENDING MERCER ISLAND CITY CODE CHAPTER 9.50, RELATING TO
REVISED CODE OF WASHINGTON STATE STATUTES INCORPORATED BY
REFERENCE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, in 2021, the Washington Supreme Court decided the case of *State v. Blake*, 481 P.3d 521 (2021), which invalidated Washington State's then enacted strict liability drug possession statute; and

WHEREAS, in July of 2021, the Washington State Legislature adopted temporary legislation set to expire July 1, 2023, establishing the misdemeanor offense of knowing possession of prohibited substances; and

WHEREAS, in May of 2023, the Washington State Legislature adopted Senate Bill 5536 ("SB 5536"), enacting permanent provisions relating to the use and possession of prohibited substances; and

WHEREAS, current MICC Ch. 9.50 incorporates certain portions of the RCW by reference, but lacks express reference to certain RCW sections impacted by SB 5536; and

WHEREAS, MICC Ch. 9.50 has remained without major revision since its enactment in 1991 and many listed RCW sections are outdated; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:

- Section 1. Amendment of MICC Ch. 9.50.** MICC Ch. 9.50, Revised Code of Washington State Statutes Incorporated by reference is hereby amended in the form attached hereto as Attachment A.
- Section 2. Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this Ordinance or its application to any other person, property, or circumstance.
- Section 3. Publication and Effective Date.** A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. This Ordinance shall take effect and be in full force five days after the date of publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON NOVEMBER 21, 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

APPROVED AS TO FORM

Andrea Larson, City Clerk

Bio Park, City Attorney

Date of publication:

Attachment A

Chapter 9.50 - REVISED CODE OF WASHINGTON STATE STATUTES INCORPORATED BY REFERENCE

9.50.010 - RCW Title 9, Crimes and punishments.

The following statutes of RCW Title 9, Crimes and punishment, are adopted as follows:

RCW 9.01.130 Sending letter, when complete.

RCW 9.03.010 Abandoning, discarding refrigeration equipment.

RCW 9.03.020 Permitting unused equipment to remain on premises.

RCW 9.26A.090 Telephone company credit cards, prohibited acts.

RCW 9.26A.110 Fraud in obtaining telecommunications service—Penalty.

RCW 9.27.015 Interference, obstruction of any court, building or residence—Violations.

RCW 9.40.100 ~~Injuring or t~~Tampering with fire alarm ~~apparatus~~ or firefighting equipment—~~False alarm—Penalties.~~

RCW 9.41.050 Carrying ~~firearms~~pistol.

RCW 9.41.080 Delivery to ineligible persons ~~minors and others forbidden.~~

RCW 9.41.098 Forfeiture of firearms—~~Disposition, order by courts. Return to owner—~~Confiscation by law enforcement officer.

RCW 9.41.100 ~~Dealers to be licensed~~Dealer licensing and registration required.

RCW 9.41.110 Dealer's licenses, by whom granted, and conditions, ~~fees thereof—~~Employees, fingerprinting and background checks--Wholesale sales excepted—Permits prohibited.

RCW 9.41.120 ~~Certain transfers forbidden~~Firearms as loan security.

~~RCW 9.41.130 False information forbidden.~~

RCW 9.41.140 Alteration of identifying marks—exceptions.

~~RCW 9.41.150 Exemptions—Antique firearms.~~

~~RCW 9.41.160 Penalty.~~

~~RCW 9.41.170 Aliens licensed to carry firearms—Exceptions.~~

~~RCW 9.41.180 Setting spring gun.~~

RCW 9.41.230 Aiming or discharging firearms, dangerous weapons.

RCW 9.41.240 ~~Use of firearms by minors~~ Possession of pistol or semiautomatic assault rifle by person from eighteen to twenty-one.

RCW 9.41.250 Dangerous weapons—~~Penalty~~ Evidence.

RCW 9.41.260 Dangerous exhibitions.

RCW 9.41.270 Weapons apparently capable of producing bodily harm, Unlawful carrying or handling, ~~exhibiting, displaying, or drawing unlawful~~—Penalty—Exceptions.

RCW 9.41.280 Students carrying dangerous weapons on school premises—Penalty—Exceptions.

RCW 9.41.300 ~~Firearms~~ Weapons prohibited in certain places, local laws and ordinances—Exceptions—Penalty.

RCW 9.41.810 Penalty.

~~RCW 9.45.062 Failure to deliver leased personal property—Requisites for prosecution—Construction.~~

RCW 9.46.062 Gambling—1973 Act (in its entirety).

RCW 9.47A.020 Unlawful inhalation—Exception.

RCW 9.47A.030 Possession of certain substances prohibited, when.

RCW 9.47A.040 Sale of certain substances prohibited, when.

RCW 9.47A.050 Penalty.

RCW 9.61.230 Telephone harassment, ~~calls to harass, intimidate, torment or embarrass.~~

RCW 9.61.240 Telephone harassment—Permitting telephone to be used, ~~Telephone calls to harass, intimidate, torment or embarrass—Offense, where deemed committed.~~

RCW 9.68.060 "Erotic material"—Determination by court—Labelling—Penalties.

RCW 9.68A.070 Possession of depictions of minors engaged in sexually explicit conduct.

RCW 9.68A.150 Allowing minors on premises of live erotic performances—Definitions—Penalty.

~~RCW 9.68A.160 Penalty.~~

RCW 9.73.010 Divulging telegram.

RCW 9.73.020 Opening sealed letter.

RCW 9.73.030 Intercepting, recording or divulging private communications—Consent required—Exceptions.

RCW 9.73.080 ~~Intercepting, recording or divulging private communications—Penalties.~~

RCW 9.91.025 Unlawful transit ~~bus~~ conduct.

RCW 9.91.060 Leaving children unattended in parked automobile.

9.50.020 - RCW Title 9A, Washington criminal code.

The following statutes of RCW Title 9A, Washington criminal code, are adopted as follows:

RCW 9A.04.110 Definitions.

RCW 9A.08.010 General requirements of culpability.

RCW 9A.08.020 Liability for conduct of another—Complicity.

RCW 9A.08.030 Entity and personal liability~~Criminal liability of corporations and persons acting or under a duty to act on their behalf.~~

RCW 9A.36.041 Assault in the fourth degree.

RCW 9A.36.050 Reckless endangerment ~~in the second degree.~~

RCW 9A.36.070 Coercion.

RCW 9A.44.096 Sexual misconduct with a minor in the second degree.

RCW 9A.46.020 Definition—Penalties.

RCW 9A.46.030 Place where committed.

RCW 9A.46.040 Court-ordered requirements upon a person charged with crime—Violation.

RCW 9A.46.050 Arraignment—No-contact order.

RCW 9A.46.060 Crimes included in harassment.

RCW 9A.46.070 Enforcement of orders restricting contact.

RCW 9A.46.080 Order restricting contact—Violation.

RCW 9A.48.050 Reckless burning in the second degree.

RCW 9A.48.090 Malicious mischief in the third degree.

RCW 9A.48.100 Malicious mischief—"Physical damages" defined.

RCW 9A.52.060 Making or having burglar tools.

RCW 9A.52.100 Vehicle prowling in the second degree.

~~RCW 9A.52.120 Computer trespass in the second degree.~~

~~RCW 9A.52.130 Computer trespass—Commission of other crime.~~

RCW 9A.56.050 Theft in the third degree.

RCW 9A.56.060 Unlawful issuance of checks or drafts.

RCW 9A.56.140 Possession ~~ing~~ of stolen property—Definition—~~Access devices,~~
presumption.

RCW 9A.56.170 Possession of stolen property in the third degree.

RCW 9A.56.180 Obscuring the identity of a machine.

RCW 9A.56.270 Shopping cart theft.

RCW 9A.60.040 Criminal impersonation in the first degree.

RCW 9A.60.045 Criminal impersonation in the second degree.

RCW 9A.60.050 False certification.

RCW 9A.61.010 Definitions.

RCW 9A.61.020 Defrauding a public utility.

RCW 9A.61.050 Defrauding a public utility in the third degree.

RCW 9A.72.040 False swearing.

RCW 9A.72.140 Jury tampering.

RCW 9A.72.150 Tampering with physical evidence.

RCW 9A.76.020 Obstructing a law enforcement officer ~~public servant.~~

RCW 9A.76.030 Refusing to summon aid for a police officer.

RCW 9A.76.040 Resisting arrest.

RCW 9A.76.070 Rendering criminal assistance in the first degree.

RCW 9A.76.080 Rendering criminal assistance in the second degree.

RCW 9A.76.090 Rendering criminal assistance in the third degree.

RCW 9A.76.100 Compounding.

RCW 9A.76.130 Escape in the third degree.

RCW 9A.76.170 Bail jumping.

RCW 9A.80.010 Official misconduct.

RCW 9A.84.010 Criminal mischief Riot.

RCW 9A.84.020 Failure to disperse.

RCW 9A.84.030 Disorderly conduct.

RCW 9A.84.040 False reporting.

RCW 9A.88.010 Indecent exposure.

RCW 9A.88.030 Prostitution.

RCW 9A.88.050 Prostitution—Sex of parties immaterial—No defense.

RCW 9A.88.090 Permitting prostitution.

RCW 9A.88.110 Patronizing a prostitute.

9.50.030 - RCW Title 10, Criminal procedure.

The following statutes of RCW Title 10, Criminal procedure, are adopted as follows:

~~RCW 10.14.120 Disobedience of order—Penalties (temporary antiharassment order).~~

~~RCW 10.14.170 Criminal penalty (antiharassment protection order).~~

RCW 10.66.090 Penalties ~~(off-limits orders)~~ (drug traffickers).

RCW 10.99.020 Definitions.

RCW 10.99.030 ~~Law enforcement~~ Peace officers—Training, powers, duties.

~~RCW 10.99.040 Duties of court—No contact order—Emergency orders. Restrictions upon duties of court (no contact).~~

~~RCW 10.99.050 Victim contact—Restriction, prohibition—Violation, penalties—Written order—Procedures—Notice of change. Restrictions or prohibition of contact with victim—Violation, penalties—Written order—Procedures (post conviction).~~

9.50.040 - RCW Title 26, Domestic relations.

The following statutes of RCW Title 26, Domestic relations, including one chapter from RCW Title 7, are adopted as follows:

~~RCW 26.09.060 Temporary maintenance or child support—Temporary restraining order—Preliminary injunction—Domestic violence or antiharassment protection order—Notice of termination or modification of restraining order--Support debts, notice.~~

~~RCW 26.09.165 Court orders--required language.~~

~~RCW 26.09.300 Restraining orders—Notice—Refusal to comply—Arrest—Penalty—Defense—Peace officers, immunity.~~

~~RCW 26.10.115 Temporary order—Support—Restraining orders—Preservation of support debt.~~

~~RCW 26.10.220 Restraining orders—Notice—Refusal to comply—Arrest—Penalty—Defense—Peace officers, immunity.~~

~~RCW 26.28.080 Selling or giving tobacco to minor—Belief of representative capacity, no defense—Penalty. cigarettes to minors.~~

~~RCW 26.44.063 Temporary restraining order or preliminary injunction—Enforcement—Notice of modification or termination of restraining order.~~

~~RCW 26.44.067 Temporary restraining order or preliminary injunction—Contents—Notice—Noncompliance—Defense—Penalty.~~

~~RCW 26.44.130 Arrest without a warrant.~~

~~RCW Ch. 7.105 Civil Protection Orders.~~

~~RCW 7.105.450 Enforcement and penalties—Other than antiharassment protection orders and extreme risk protection orders.~~

9.50.050 - RCW Title 66, Alcoholic beverage control.

The following statutes of RCW Title 66, Alcoholic beverage control, are adopted by reference:

~~RCW 66.24.481 Public place or club—License or permit required—Penalty.~~

~~RCW 66.28.080 Permit for music and dancing upon licensed premises.~~

RCW 66.44.090 Acting without a license.

RCW 66.44.100 Opening or consuming liquor in public place.

RCW 66.44.180 General penalties—Jurisdiction for violations.

RCW 66.44.200 Sales to persons apparently under the influence of liquor—Purchases or consumption by persons apparently under the influence of liquor on licensed premises—Penalty—Notice—Separation of actions.

RCW 66.44.270 Furnishing liquor to minors—Possession, use—Penalties—Exhibition of effects—Exceptions.

RCW 66.44.290 Minor purchasing or attempting to purchase liquor—Penalty.

~~RCW 66.44.291 Minor purchasing or attempting to purchase liquor—Penalty against persons between ages of eighteen and twenty, inclusive.~~

RCW 66.44.300 Treating, gifts purchases of liquor for or from minor, or holding out minor as at least twenty-one etc., in public place where liquor sold.

RCW 66.44.310 Minors frequenting off-limits areataverns or cocktail lounges—Misrepresentations of age—Penalty—Classification of licensees.

~~RCW 66.44.320 Sales of liquors to minors a violation.~~

RCW 66.44.325 Unlawful transfer to a minor of age an identification of age.

9.50.060 - RCW Title 69, Food, drugs, cosmetics, and poisons.

The following statutes of RCW Title 69, Food, drugs, cosmetics and poisons, are adopted by reference:

RCW 69.41.030 Sale, delivery or possession of legend drug without prescription or order prohibited—Exceptions—Penalty—Referral to assessment and services.

~~RCW 69.41.070 Penalties.~~

RCW 69.50.401 Prohibited Acts A—Penalties.

RCW 69.50.4011 Counterfeit substances—Penalties—Referral to assessment and services.

RCW 69.50.4013 Possession, use of controlled substance—Penalty—Referral to assessment and services—Possession of useable cannabis, cannabis concentrates, or cannabis-infused products—Delivery.

RCW 69.50.4014 Possession of forty grams or less of cannabis—Penalty—Referral to assessment and services.

RCW 69.50.412 Prohibited Acts E—Penalties.

RCW 69.50.4121 Drug paraphernalia—Selling—Penalty.

9.50.070 - RCW Title 70, Public health and safety.

The following statutes of RCW Title 70, Public health and safety, are adopted by reference:

~~RCW 70.93.060 Littering prohibited—Penalties.~~

RCW 70.155.080 Purchasing, possessing or obtaining tobacco by persons under the age of 18—Civil infractions—Jurisdiction.

RCW 70A.200.030 Definitions.

RCW 70A.200.060 Littering prohibited—Penalties—Litter cleanup restitution payment.

9.50.080 - RCW Title 77, Fish and Wildlife ~~Game and game fish.~~

The following statutes of RCW Title 77, Game and game fish, are adopted by reference:

~~RCW 77.156.460250 Loaded rifle or shotgun firearms in vehicles—Unlawful use or possession—Unlawful use of a loaded firearm—Penalty.~~

~~RCW 77.16.260 Shooting firearms from public highway.~~

9.50.090 - Effects of amendments or additions.

Addition of any new section to, or amendment or repeal of any section in this chapter, shall be deemed to amend the section which has been adopted by reference in this chapter or any part thereof.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6376
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6376: Code Amendments Relating to City Fire Department (Second Reading Ord. No. 23C-17)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Adopt Ordinance No. 23C-17, amending MICC Ch. 3.32 and 3.30 and Sections 4.40.100 and 3.36.030.	

DEPARTMENT:	City Attorney
STAFF:	Eileen Keiffer, Madrona Law Group, PLLC Bio Park, City Attorney
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 23C-17
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This agenda bill introduces Ordinance No. 23C-17 (Exhibit 1) for second reading and adoption.

- Ordinance No. 23C-17 adopts cleanups to the Mercer Island City Code (MICC) required by the City's transition to Eastside Fire & Rescue for the provision of fire and emergency medical services beginning January 1, 2024.
- The MICC currently makes provisions for an in-house fire and emergency medical service department. Accordingly, housekeeping amendments for consistency are required.
- The City Council completed a first reading of Ordinance No. 23C-17 on November 7, 2023 (AB 6365).

BACKGROUND

Currently, various sections of the MICC reference the operation of an in-house fire and emergency medical services department. On July 5, 2023, the City Council approved resolution No. 1645 (AB 6307) authorizing the execution of an Interlocal agreement (ILA) between the City of Mercer Island (City) and the non-profit corporation Eastside Fire and Rescue (EFR) for the provision of fire and emergency medical services by EFR to the City beginning January 1, 2024. The ILA was signed by both parties on July 20, 2023. Consequently, those sections of the MICC that reference operation of an in-house fire and emergency medical services department need to be updated.

ISSUE/DISCUSSION

The proposed housekeeping amendments to the MICC in Ordinance No. 23C-17 (Exhibit 1) reflect that the City is getting out of the business of providing fire and emergency medical services and will be obtaining the provision of such services through a contracted provider. The amendments clarify that other references within the MICC that refer to the Fire Department or Fire Marshal shall refer to the City's contracted provider. Amendments are proposed to the following sections of code:

- Chapter 3.32, Police Department and Fire Department
- Chapter 3.30, Civil Service Commission
- Section 4.40.100, Firemen's relief and pension system (Funds)
- Section 3.36.030, Membership (Civil Service Commission)

The City Council expressed no concerns with Ordinance No. 23C-17 at its first reading during the November 7, 2023 Meeting. No changes have been made to the ordinance between the first and second readings.

RECOMMENDED ACTION

Adopt Ordinance No. 23C-17, amending MICC Ch. 3.32 and 3.30 and Sections 4.40.100 and 3.36.030 relating to City Fire Department references.

**CITY OF MERCER ISLAND
ORDINANCE NO. 23C-17**

AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON, AMENDING MERCER ISLAND CITY CODE CHAPTERS 3.32 AND 3.30 AND SECTIONS 4.40.100 AND 3.36.030, RELATING TO CITY FIRE DEPARTMENT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on July 20, 2023, the City of Mercer Island (City) and the non-profit corporation Eastside Fire and Rescue (EFR) signed an interlocal agreement (ILA) for the provision of fire and emergency medical services by EFR to the City;

WHEREAS, pursuant to the above referenced ILA, EFR will provide contract fire and emergency medical services to the City for a period of ten years, effective January 1, 2024; and

WHEREAS, the Mercer Island City Code (MICC) currently establishes a City operated fire department and makes other provisions regarding a City operated fire department; and

WHEREAS, the City Council finds that edits to the MICC are necessary to reflect that the provision of fire and emergency medical services will be provided to the City via contract beginning on January 1, 2024;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:

- Section 1. Amendment of MICC Ch. 3.32.** MICC Ch. 3.32, Police Department and Fire Department, is hereby amended in the form attached hereto as Attachment A.
- Section 2. Amendment of MICC Ch. 3.30.** MICC Ch. 3.30, Civil Service Commission, is hereby amended in the form attached hereto as Attachment B.
- Section 3. Amendment of MICC 4.40.100.** MICC Section 4.40.100, Firemen's relief and pension system, is hereby amended in the form attached hereto as Attachment C.
- Section 4. Amendment of MICC 3.36.030.** MICC Section 3.36.030, Membership, is hereby amended in the form attached hereto as Attachment D.
- Section 5. Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this Ordinance or its application to any other person, property, or circumstance.
- Section 6. Publication and Effective Date.** A summary of this Ordinance consisting of its title shall be published in the official newspaper. This Ordinance shall take effect and be in full force on January 1, 2024, provided that the required number of days since publication has passed.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON NOVEMBER 21, 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

APPROVED AS TO FORM

Andrea Larson, City Clerk

Bio Park, City Attorney

Date of publication:

Attachment A

Chapter 3.32 - POLICE DEPARTMENT AND FIRE DEPARTMENT

3.32.010 – Police Department Established.

There is created and established ~~two~~ one departments for the city to be known as the "police department" and the ~~"fire department."~~

3.32.020 – Police Department functions and duties.

The functions of the police department ~~and fire department~~ shall be to perform those duties assigned by the city manager. The duties of the police department shall include crime prevention and suppression and traffic control. ~~The duties of the fire department shall include fire prevention, fire suppression, and emergency medical services.~~

3.32.030 - Appointment and duties of Police Chief~~director~~.

A. The police chief ~~and fire chief~~ shall be appointed by the city manager. The police chief ~~and fire chief~~ shall be the director of ~~each respective~~ the department and shall have all of the powers granted, together with all of the duties imposed, by the laws of the state relating to ~~fire chiefs~~ and police chiefs, and in addition shall have the power and duty to enforce the ordinances of the city and to perform such other services as the laws of the state and the ordinances of the city may require, and shall receive for the faithful performance of his/her duties such compensation as shall be fixed by the city council.

B. The police chief ~~and fire chief~~ shall be the final departmental authority on all matters of policy, operations, and discipline of ~~each respective~~ the police department. The police chief ~~and fire chief~~ shall be authorized to appoint and remove employees of the police department, subject to applicable civil service laws, rules and regulations and approval by the city manager. The police chief ~~and fire chief~~ shall be responsible to the city manager for the operation of the police department and shall provide the city manager with such reports as he/she may require.

3.32.035 - Civil service.

The police chief, ~~the fire chief~~, police commander(s), ~~fire deputy chief~~ and administrative assistant(s) to these persons shall not be included in classified civil service.

3.32.040 - Emergency management organization—Established.

Pursuant to RCW Chapter 38.52, there is hereby established in the city of Mercer Island, Washington, an emergency management organization for the purpose of performing local emergency management functions. The organization shall represent only the city of Mercer Island and shall perform functions only within the city.

3.32.050 - Emergency management organization—Administration.

The emergency management organization shall be administered by the police chief, or designee.

3.32.060 - Emergency management organization—Powers.

The emergency management organization shall have all of the powers granted under RCW Chapter 38.52 and the regulations adopted pursuant thereto as now or hereafter amended and as may otherwise be provided by law.

3.32.070 - Fire Department.

Fire and emergency medical services for the City shall be provided by a qualified contractor pursuant to a contract between the City and the contractor. All references in the Mercer Island City Code to "fire department" shall mean the City's contracted provider of fire and emergency medical services.

3.32.080- Fire Chief and Fire Marshal.

The Fire Chief of the City's contracted provider of fire and emergency medical services shall serve as the City's Fire Chief. The City's contracted provider of fire and emergency medical services contractor shall provide Fire Marshal services for the City.

Attachment B

Chapter 3.30 - CIVIL SERVICE COMMISSION

3.30.010 - Established.

There is established a civil service commission for the police department ~~and fire department.~~

3.30.020 - Purpose—Function and jurisdiction.

Pursuant to RCW Chapters ~~41.08 and~~ 41.12, the civil service commission shall exercise the powers and perform the duties established by state law in connection with the selection, appointment and employment of ~~firefighters and~~ police officers of the city.

3.30.030 - Membership—Term.

A. The civil service commission shall consist of three voting members who shall be appointed by the city manager. In addition to the voting members, the city manager may serve, or she/he may appoint an employee or employees of the city to serve as an ex officio member without authority to vote. Vacancies occurring in any position on the board shall be filled by appointment made by the city manager for the unexpired term.

B. The term of each voting member, unless terminated earlier by the appointing authority, shall be six years and shall expire on May 31 of the last year of the term, or until the member's successor is appointed and qualifies. The city clerk shall stagger the expiration of the terms of the positions. The ex officio member shall serve at the will of the city manager.

3.30.040 - Meetings—Organization.

The civil service commission shall determine the time and place of its meetings and shall adopt rules and regulations which shall substantially accomplish the purposes of RCW Chapters ~~41.08 and~~ 41.12. The rules shall be reduced to writing and a copy filed with the city clerk. The rules may be amended from time to time by the commission.

Attachment C**Chapter 4.40 - FUNDS**

...

4.40.100 - Firemen's relief and pension system.

A. The municipal firemen's relief and pension system, created, established, and set forth in RCW Chapters 41.16 and 41.18, is established in the city. All of the provisions, regulations and details of said chapters are by this reference incorporated in this chapter. Any and all amendments of said chapters or of any section thereof hereafter made shall likewise by this reference be constituted amendments of this chapter without the necessity of further adoption by the legislative authority of the city.

~~B. There is established a municipal firemen's pension board, to consist of the officials and persons designated by statute, being initially the mayor, who shall be the chairman of the board, the city manager, the finance director, and, in addition, two regularly employed firemen elected by secret ballot of the firemen.~~ Reserved.

C. There is established in the treasury of the city a fund to be known and designated as the "firemen's pension fund," into which shall be deposited moneys, bequests, fees, gifts, emoluments, donations, taxes, interest, contributions by firemen, including deductions from their pay, and moneys deriving through the state from taxes on fire insurance premiums. Administration of and disbursements from the fund shall be conducted and made as provided by statute.

Attachment D

Chapter 3.36 - DISABILITY BOARD

...

3.36.030 - Membership.

Disability board members are to be appointed or elected as provided by RCW 41.26.110 and as provided by this chapter with two-year terms which shall expire on May 31 of the last year of the term. The board shall consist of five voting members as follows:

A. Two members from the city council to be appointed by the mayor, subject to approval by the city council;

B. One active or retired firefighter employed by or retired from the city who is a member of LEOFF-I, to be elected by the LEOFF I firefighters employed by or retired from the city who are subject to the jurisdiction of the board;

C. One active or retired law enforcement officer employed by or retired from the city, who is a member of LEOFF-I, to be elected by the LEOFF I law enforcement officers employed by or retired from the city who are subject to the jurisdiction of the board;

D. One member from the public at large who resides within the city to be appointed by the other four members heretofore designated in this section;

E. If there are either no firefighters or law enforcement officers under the jurisdiction of the board eligible to vote, a second eligible employee representative shall be elected by the law enforcement officers or firefighters eligible to vote.

F. If no eligible active or retired firefighter or law enforcement officer is willing or able to be elected to the board pursuant to the provisions above, then the following individuals may be elected to the board:

1. Any active or retired firefighter under this chapter or chapters 41.16, 41.18, and 52.26 RCW or law enforcement officers under this chapter or chapter 41.20 RCW who resides within the jurisdiction served by the board;

2. The surviving spouse or domestic partner of a firefighter or law enforcement officer subject to the jurisdiction of the board.

G. In addition to the voting members, the city manager may serve, or she/he may appoint an employee or employees of the city to serve, as an ex officio member or members without authority to vote. The ex officio member shall serve at the will of the city manager.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6379
November 21, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6379: 2022 Water System Improvements (Madrona Crest East) Project Closeout	<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:	Accept the completed project and authorize staff to close out the contract.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Public Works Director Clint Morris, Capital Division Manager George Fletcher, Senior CIP Project Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

AMOUNT OF EXPENDITURE	\$ 2,154,422
AMOUNT BUDGETED	\$ 2,798,000
APPROPRIATION REQUIRED	\$ 0

EXECUTIVE SUMMARY

The purpose of this agenda bill is to accept the completed 2022 Water System Improvements (Madrona Crest East) Project (WU0106) and authorize staff to close out the construction contract.

- This project replaced over 4,300 linear feet of watermain, along with water services, fire hydrants, and other components.
- Project design and construction was included in the 2021-2022 Capital Budget and was funded via the Water Fund.
- Design work occurred between November 2021 and March 2022. Construction occurred from August 2022 through May 2023.
- The total project cost was \$2,154,422 and came in \$643,578 under budget. Unspent funds remain in the Water Fund.

BACKGROUND

The Madrona Crest neighborhood is one of the oldest on the Island. It is bounded by SE 36th and SE 40th Streets and by 84th and 90th Avenues. This area was platted in 1946 and many of the original homes were built in the 1950s. The water system was old, undersized, and had experienced numerous pipe breaks over

the years. It also contained segments of asbestos cement (AC) pipe, which is a material known for developing leaks and breaks as it nears the latter part of its expected life.

The 2022 Water System Improvements project replaced the water system in the east half of the Madrona Crest plat with new 8-inch ductile iron pipe. See Exhibit 1 for the project location. In March 2022, the project was advertised, and three construction bid proposals were received. At the April 19, 2022 regular City Council meeting, a construction contract was awarded to Fury Site Works for \$1,864,262 and the total project budget was set at \$2,767,115 ([AB 6062](#)).

ISSUE/DISCUSSION

Construction activities began in August 2022 and the project was completed in May 2023. Over 4,300 linear feet of 4-inch and 6-inch cast iron water mains in the east half of the Madrona Crest plat were replaced with new 8-inch ductile iron pipe, and over 1,500 linear feet of redundant cast iron and AC water mains in SE 40th Street between 86th Avenue and Greenbrier Lane were decommissioned and abandoned.

In addition, 112 water services and ten fire hydrants were replaced, and three new air/vacuum valve assemblies were installed. Upon substantial completion, a final inspection was performed by City staff and a list of corrective items delivered to Fury Site Works. These minor repair items were completed by the end of May 2023.

The total project cost was \$2,154,422, which was \$643,578 (23%) less than the total amount budgeted. The project was built for slightly less than the bid amount and no contingency funds were needed during construction. Significant savings were seen in contract administration and project management costs.

Actual expenses for the project compared to the total contract award are shown in the following table. The unspent budget from this project will remain in the Water Utility Fund.

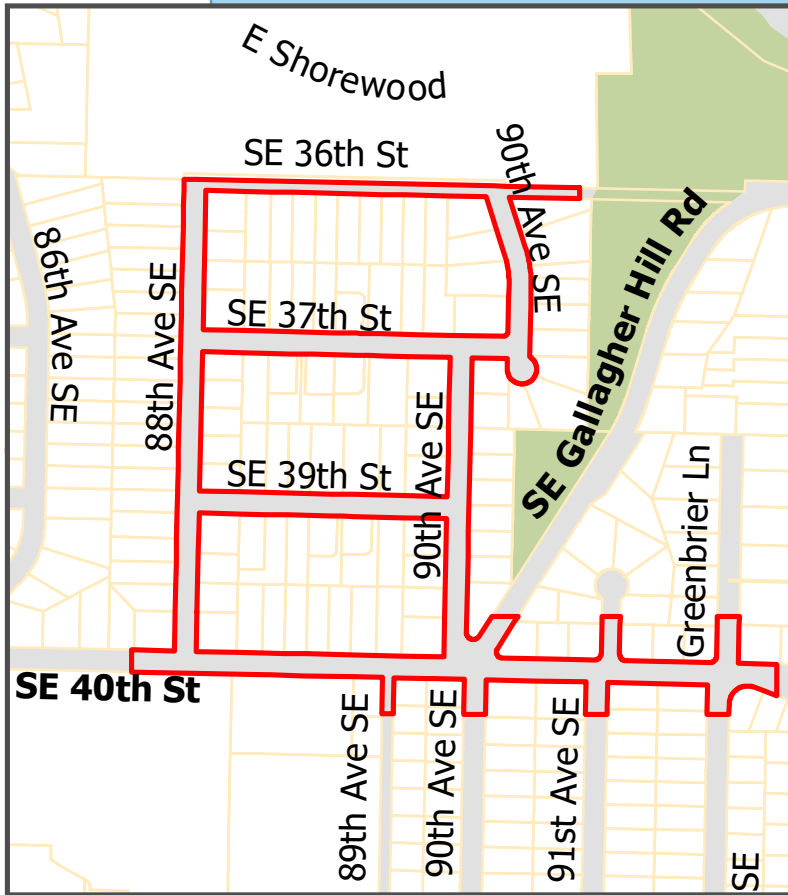
2022 WATER SYSTEM IMPROVEMENTS (MADRONA CREST E) PROJECT BUDGET AND ACTUAL EXPENDITURES		
Description	Approved Project Budget	Actual Expenditures
Construction Contract		
Schedule A - Bid Amount (w/out tax)	\$1,693,245	\$1,645,122
Schedule B - 10.1% sales tax of bid amount	\$171,018	\$166,157
Total Construction Contract	\$1,864,263	\$1,811,279
Construction Contingency - 20%	\$372,852	\$0
Project Design (2021-2022)	\$160,000	\$171,057
Inspection Services / Construction Support	\$60,000	\$3,590
Contract Administration / Project Mgmt	\$240,000	\$104,941
Construction Inspection	\$70,000	\$63,555
Total Awarded Project Cost	\$2,767,115	\$2,154,422
Adopted 2021-2022 Project Budget	\$2,798,000	
Budget Remaining		\$643,578

RECOMMENDED ACTION

Accept the completed 2022 Water System Improvements (Madrona Crest East) Project and authorize staff to close out the contract.

2022 Water System Improvements Project Area Madrona Crest East

Item 8.





REVISED

Item 9.

BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6378
November 21, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6378: Sound Cities Association Voting Delegates for the Annual Meeting and Caucuses Meeting	<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:	Appoint voting delegates for the Sound Cities Association Annual Meeting and Caucuses Meeting.	

DEPARTMENT:	City Council
STAFF:	Salim Nice, Mayor Andrea Larson, City Clerk
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 appoint delegates to vote on behalf of the City of Mercer Island at the [Sound Cities Association](#) (SCA) Annual Meeting on December 6, 2023 and at the SCA Caucuses Meeting on December 13, 2023. SCA was founded in the 1970s to help cities act locally and partner regionally to create vital, livable communities through advocacy, education, leadership, mutual support, and networking. SCA represents the 38 cities of King County and provides a voice for over one million people.

ISSUE/DISCUSSION

SCA will hold their Annual Meeting on December 6, 2023 and business will include voting on the SCA 2024 Budget and SCA 2024 Member City Dues as well as recognition of outgoing SCA Board Members and retiring elected officials. SCA has requested that each member city appoint a voting delegate to attend the Annual Meeting. City Council is seeking to appoint one member of City Council as the voting delegate to attend the SCA Annual Meeting on December 6, 2023 and vote on behalf of Mercer Island.

City of Mercer Island is one of the 17 cities that are members of the SCA North Caucus. SCA will hold a Meeting jointly with all four SCA Caucuses to discuss upcoming issues and to elect board members for 2024. Per the SCA bylaws, each city must designate one voting delegate in writing no less than 48 hours prior to the

caucus meeting. City Council is seeing to appoint one member of City Council as the voting delegate to attend the SCA Caucuses Meeting on December 13, 2023 and vote on behalf of Mercer Island.

RECOMMENDED ACTION

1. Appoint Councilmember _____ as the voting delegate at the Sound Cities Association Annual Meeting on December 6, 2023.
2. Appoint Councilmember _____ as the voting delegate at the Sound Cities Association Caucuses Meeting on December 13, 2023.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6377
November 21, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6377: 2023-2024 Mid-Biennial Budget Public Hearing and Budget Adjustment Recommendations.	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Conduct the public hearing; review mid-biennial budget adjustment recommendations; receive the Q3 financial status update; adopt the 2024 property tax ordinances; adopt Resolution No. 1652 declaring the City's intent to seek reimbursements for water utility improvements and the 2024 NORCOM budget Resolution No. 1653.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

DEPARTMENT:	Finance
STAFF:	Matthew Mornick, Finance Director Ali Spietz, Chief of Administration
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Third Quarter 2023 Financial Status Update 2. Ordinance No. 23-18 (2024 Property Tax levy amount) 3. Ordinance No. 23-19 (2024 Property Tax levy increase) 4. Resolution No. 1652 Declaration of Intent 5. Resolution No. 1653 2024 Norcom Budget
CITY COUNCIL PRIORITY:	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

EXECUTIVE SUMMARY

This agenda bill outlines final steps in the City Council's 2023-2024 Mid-Biennial Budget review process, which includes review of proposed mid-biennial budget adjustments; review of the third quarter financial status update; adoption of the 2024 property tax levies, the declaration of intent to seek reimbursements for water utility improvements, and the City's NORCOM budget contribution for Police dispatch services for fiscal year 2024.

- Several changes are proposed at the halfway point of the biennium. Staff recommends the City Council review the budget adjustments and establish a Municipal Facility Replacement Fund to reflect the permanent closure of City Hall; appropriate Mercer Island's share of the Washington State opioid settlement; and review the water, sewer, and stormwater rate adjustments for 2024.
- As of September, all funds are performing as expected, as outlined in the financial status update (Exhibit 1). General Fund revenues are up \$3.8 million compared to the prior year, due primarily to interest earnings and sales tax revenues. General Fund expenditures are on track with budget expectations.
- Property tax ordinances (Exhibit 2 and 3) assume the 1% maximum increase for the City's regular levy and the 2022 parks levy lid lift.
- During a study session at the November 7, 2023 City Council meeting, staff provided an overview of plans for the City to reimburse itself with bond proceeds for costs incurred on qualifying water capital

projects prior to the date of a 2024 bond issuance. This declaration of intent is ready for City Council review and approval (see Exhibit 4).

- Resolution No. 1653 (Exhibit 5) approves the Northeast King County Regional Public Safety Communication Agency's (NORCOM) 2024 budget allocation related to emergency dispatch for the Mercer Island Police Department.

Staff will return on December 5, 2023 to memorialize mid-biennial adjustments to the 2023-2024 budget.

ISSUE/DISCUSSION

Mid-biennial Budget Adjustments

Figure 1 outlines proposed mid-biennial budget adjustments in response to changing circumstances since the 2023-2024 biennial budget was adopted in December 2022. In sum, increased insurance costs and additional long-range facilities planning results in a \$438,000 increase in General Fund expenses in 2024. Capital budget adjustments propose eliminating \$1.16 million in ARPA-funded capital improvements and reappropriating \$580,000 of these resources for police support facilities, public records management, and long-range facility planning.

Mid-Biennial Adjustments (\$ in thousands)		Adopted Budget 2023-2024	Proposed Changes	Revised Budget 2023-2024
Capital Budget				
GB0103	City Hall - Seismic Retrofits	\$ 250	\$ (250)	\$ -
GB0110	City Hall - Paint, Carpet, and Furniture	660	(660)	-
GB0115	Facilities Plan	200	300	500
GB0170	City Hall Safety Project	250	(250)	-
Operating Budget				
	Police Support Facilities	-	300	300
	Public Records Management	-	100	100
	WCIA Liability Insurance	1,692	318	2,010

Figure 1

In April 2023, City Hall closed to employees and visitors following the discovery of broken asbestos-containing flooring materials. Extensive testing identified asbestos in other locations in the building, including in the HVAC system, although no airborne asbestos was detected. On October 3, the City Council determined abatement costs outweighed the benefits of re-opening the building and permanently closed City Hall ([AB 6351](#)).

Terminated Capital Projects

Permanent closure and new facility long-range planning needs resulted in immediate budgetary impacts. City Hall seismic retrofits (GB0103), paint, carpet, and furniture renovations (GB0110), and safety enhancements (GB0170) are no longer moving forward. All were funded with American Rescue Plan Act (ARPA) resources. With the cancelation of these projects, \$1.16 million will be returned to the ARPA Fund.

Long-Range Planning Appropriation Request

In partnership with the City's outside consulting firms, the City has been developing a long-range facilities plan (GB0115) that identifies repair and replacement strategies for City buildings. The project was originally broken into two phases, with facility assessment work planned for 2023 and funded at \$200,000. Staff planned to return for an additional appropriation for the long-range planning work once the scope of work was confirmed via the assessment phase. The closure of City Hall accelerated long-range planning work and staff is requesting an additional \$300,000 appropriation to support this work.

Police Support Facilities Appropriation Request

With the closure of City Hall, the Police Department has been operating in temporary facilities, including the Luther Burbank Administrative Building and the Mercer Island Community and Event Center. Having Police Department staff spread across multiple City buildings is not a viable short-term solution.

Mobile trailers have been procured and are being placed in the City Hall parking lot to support police operations such as processing, deployment, and staff locker rooms. The proposed \$300,000 appropriation request will fund one-time installation and utility infrastructure costs associated with the mobile trailer deployment and annual ongoing mobile trailer lease costs through December 2024.

Public Records Appropriation Request

All the City's public records have been stored at City Hall, many of them dating back to the early years of the City. Over the past five years and as time allows, staff have been working on transitioning most of these records to digital format, particularly those with a longer retention requirement. The closure of City Hall has highlighted the need to accelerate this digitization project. The \$100,000 appropriation request will fund a limited-term (LTE) position in 2024 to assist with scanning of paper records in City Hall and creating a digital repository of archival records.

WCIA Insurance Appropriation Request

Washington Cities Insurance Authority (WCIA) is the City's primary insurer. For 2024, the WCIA liability rate, auto physical damage coverage rate, and property coverage rates all increased by 25%, resulting in a \$317,928 increase for the City's insurance coverage above budget estimates for the General Fund.

WCIA reported that uncertainty about future risks and significant unrealized investment losses resulted in a negative net position at 2022 year-end, which led to the 2024 rate increase. Liability coverage includes general liability, automobile liability, stop-gap coverage, errors or omissions liability, employee benefits liability, and employment practices liability coverage.

Municipal Facility Replacement Fund

Staff recommends the City Council establish a Municipal Facility Replacement Fund with a long-term funding target of \$10 million. The purpose of the fund is to set aside critical resources to help fund short-term needs such as facility leases and to also fund long-term needs such as the replacement of City Hall.

In creating the new Municipal Facility Replacement Funds, staff recommends the City Council appropriate interest earnings tied to the General Fund and the Contingency Fund for the third and fourth quarters of FY 2023 to establish this fund. For the third quarter of 2023, a total of \$579,808 would be appropriated. Staff would return to Council in April 2024 with a total appropriation amount resulting from fourth quarter interest earnings during the 2023 year-end financial status update.

Opioid Settlement Appropriation

The City will receive opioid settlement funds via the [One Washington Memorandum of Understanding](#) (MOU). Under the MOU, \$476 million will be shared by Washington State and its counties and cities with populations over 10,000 over the next 17 years to address the opioid epidemic.

King County will specifically receive up to \$1.5 million (after administrative fees) each year through the 17-year period, starting December 1, 2022. Cities within King County receive funding based on population size. Mercer Island is estimated to receive over \$700,000 in the 17-year period, amounting to just over \$41,000 a

year. Local governments will determine how to spend their share, but spending decisions must be consistent with the [WA State Opioid Response Plan](#).

Opioid settlement proceeds may only be used for approved purposes that support treatment of Opioid Use Disorder and any co-occurring Substance Use Disorder or Mental Health conditions through evidence-based or evidence-informed programs or strategies.

Staff recommends allocating opioid settlement funds to the [Healthy Youth Initiative](#) prevention program in the Youth and Family Services Department to fund:

1. Community anti-drug coalitions aligned with the [Communities That Care](#) framework that reduce levels of substance use through the selection and use of effective preventative interventions tailored to Mercer Island's specific risk and protection profile ([Certified Promising Program](#) and [SAMHSA evidence-based practices](#)).
2. Corrective social marketing, social norms messaging, and affirmative public education campaigns based on local data ([CDC Essentials for Childhood Supplement](#), specifically information around [resources and Good Samaritan Laws](#)).

The Healthy Youth Initiative envisions that every Mercer Island teen thrives with a foundation of physical and mental health, free of substance abuse and high-risk behaviors. Substance use prevention efforts through a community prevention coalition framework develops the community's capacity to continually assess and modify opioid prevention strategies over the 17-year settlement distribution.

Social marketing, community norms messaging, and public education sessions – like the community forum on Fentanyl – will be highly visible in the community and are ideal uses for opioid settlement funds on Mercer Island where prevention is a critical intervention.

Water, Sewer, Storm, and EMS 2024 Rate Adjustments

Every fall, Public Works and Finance staff meet with the Utility Board to review annual rate adjustments for the water, sewer, storm water, and emergency medical service (EMS) utilities. Figure 2 outlines rate adjustments for an average single-family residence that the Utility Board unanimously approved for City Council consideration.

Bi-Monthly Utility Rates		2023	2024	2024	
Single-Family Residence		Adopted	Proposed	\$ Change	% Change
City	Water	\$131.93	\$142.48	\$10.55	8.0%
City	Sewer Maintenance	65.49	68.44	2.95	4.5%
County	Sewer Treatment	104.22	110.22	6.00	5.8%
City	Storm Water	42.99	46.43	3.44	8.0%
City	EMS	10.49	11.54	1.05	10.0%
Total Increase		\$355	\$379	\$24	

Figure 2

Final adoption of the utility rate adjustments is scheduled for December 5, 2023 as part of the Master Fee Schedule update for fiscal year 2024.

Financial Status Update

The financial status update (Exhibit 1) includes a detailed analysis of the City's revenue and expenditure actuals from January 1 through September 30, 2023. The update includes budget amendments adopted by ordinance through September 5, 2023 (see [Ordinance No. 23-12](#)).

General Fund revenues ended the quarter at \$27 M, which meets budget expectations and is \$3.8 million higher than the same period in 2022. This is primarily due to higher-than-expected revenues from sales tax, license, permit, and zoning fees, and interest earnings.

General sales tax revenues are up \$629,000 compared to the prior year, primarily due to higher-than-expected returns from the retail and wholesale trade and construction sectors. Utility taxes are slightly lower than the end of September 2022, though are on track to meet budget expectations by year-end.

Revenues from license, permit, and zoning fees continue to perform well. Similar to the second quarter financial status update, data indicates the Riot Games building in Town Center and the King County pump station and North Mercer sewer upgrades are the key drivers for this healthy trend.

Interest earnings in the General Fund through September were \$1.7 M, a roughly \$600,000 increase during Q3. The City's idle cash resources are invested in the State Treasury Local Government Investment Pool (LGIP), which rose 23 basis points over the past three months. Because the Contingency Fund achieved its funding target early in 2023, the portion of interest earnings tied to the Contingency Fund remains in the General Fund.

General Fund expenditures are on track with budget expectations at the end of September. Total expenditures of \$26.7 million are 74% of the budget as amended, which are \$2.0 million more than the same period in 2022. The difference can be attributed to first, higher staffing levels in Police, Fire, and Parks and Recreation as compared to the same period last year, and the corresponding increased employee compensation costs tied to inflation. Second, one-time costs associated with legal settlements and impact bargaining related to the transition to Eastside Fire & Rescue for fire and emergency medical services.

Based on figure 3 below, salary and benefit costs are 75% of the amended budget at the end of the third quarter. Supplies and contract services are below prior year spending levels. Other services and charges – which include insurance, utilities, jails, and legal settlements, among others – are at 84% of the amended budget. Increased spending in 2023 is largely due to increased insurance costs and legal settlements. Staff anticipates all categories will remain within budget expectations through year-end.

GENERAL FUND EXPENDITURES (\$ in millions)	FY 2023 AMENDED BUDGET	% of AMENDED BUDGET	FY 2022 Q3 ACTUALS	FY 2023 Q3 ACTUALS	YTD as % of AMENDED BUDGET
Salaries & Benefits	24.83	69%	16.68	18.53	75%
Supplies	0.89	2%	0.61	0.59	66%
Contract Services	3.73	10%	2.14	2.07	55%
Other Services & Charges	5.91	16%	3.98	4.97	84%
Interfund Transfers Out	0.71	2%	1.27	0.52	72%
TOTAL EXPENDITURES	\$36.07	100%	\$24.68	\$26.67	74%

Figure 3

The City's Water, Sewer, and Stormwater Utility funds are operating within budget expectations. Capital projects across the utility funds are on track despite low expenditures through the third quarter. For many

large projects design work is completed, and construction is underway. Staff anticipate spending will increase significantly through the end of 2023 and into 2024.

2024 Property Tax Ordinances

RCW Chapters 84.52 and 84.55 grant cities the authority to impose a local Property Tax. Revenues from Property Taxes are considered general government revenues and are allocated to the General Fund to be used for basic governmental services such as public safety, public works, parks, and/or administration.

Property Tax is a budget-based tax, which means that the percent increase from year-to-year is applied to the amount of taxes levied in the prior year. Municipalities levying property tax in Washington State can increase the Property Tax levy by up to 1% each year or by the amount of the implicit price deflator (IPD) – whichever is lower – plus the value of new construction. The IPD is used to measure inflation based on personal consumption. The value of the IPD for the 2024 levy is 3.67%, therefore the levy increase is limited to 1%.

Staff assumed the 1% increase in fiscal year 2024 for both the Regular levy and the 2022 Parks Operations and Maintenance levy lid lift. The 1% increase and the overall breakdown of the 2024 levy is shown in greater detail in figure 4.

PROPERTY TAX LEVY ELEMENTS <i>\$ in thousands</i>	2023 FINAL LEVY	2024 PRELIM LEVY
Regular Levy		
Prior Year Levy	\$12,488	\$12,728
Plus 1% Optional Increase	125	127
Plus New Construction	115	150
Plus Re-levy of Prior Year Refunds	24	29
Total Regular Levy	\$12,752	\$13,034
Levy Lid Lift		
2022 Parks Operations & Maintenance + 1%	1,629	1,646
Total Levy Lid Lift	\$1,629	\$1,646
Total Levy	\$14,381	\$14,679

Figure 4

The 2024 preliminary Property Tax levy includes two ordinances as required by State law:

- Ordinance No. 23-18, which identifies the dollar and percent increase in the 2024 Property Tax levy relative to the 2023 levy (Exhibit 2); and
- Ordinance No. 23-19, which identifies the 2024 total Property Tax levy amount (Exhibit 3).

For the 2022 tax year, the City's total Property Tax levy consists of the following elements:

- **Regular levy:** Funds general government operations, fire apparatus replacement, pre-LEOFF I firefighters' pension benefits, and LEOFF I retiree long-term care costs.
- **1.0 % optional increase:** Applies to the regular levy and the levy lid lifts, as noted above, and represents the maximum increase the City Council can adopt for the coming year, excluding new construction and the re-levy of the prior year refunds.
- **New construction:** Represents the new and improved properties included in the property tax rolls. A preliminary estimate of \$150,000 is assumed for new construction pending final numbers from the King County Assessor's Office.
- **Re-levy of prior year refunds:** Represents the amount refunded to property owners who successfully appealed their property valuations by the Assessor's Office. This amount is re-levied in the following

year to make the City financially whole. A preliminary estimate of \$29,000 is assumed pending final numbers from the King County Assessor's Office.

- **2022 levy lid lift:** Approved by voters in November 2022 for maintenance and operations of parks and open spaces, playground replacements, along with forest restoration. The 1.0 % optional increase was included in the 2024 levy amount.

All King County cities are legally required to submit an estimate of their 2024 property tax levies to the Metropolitan King County Council by November 30th. The King County Assessor's Office does not, however, provide each City with the final assessed valuation and new construction amounts for the new tax year until the second week of December.

As a result, cities adopt property tax levies for the coming year based on a preliminary assessed valuation and new construction amounts. When the finalized amounts are distributed by the Assessor's Office in December, staff simply notify the Metropolitan King County Council of the corrected levy amount.

Declaration of Intent to Seek Reimbursement Resolution

During the November 7, 2023 City Council Study Session ([AB 6370](#)), staff provided an overview of the upcoming capital projects for the water distribution system and plans to issue tax-exempt limited tax general obligation bonds in 2024 to fund these long-term investments. The declaration of intent provides additional flexibility to use bond proceeds to support these major infrastructure improvements.

Resolution No. 1652 (Exhibit 4) designates the City Manager as the official responsible for issuing statements of official intent in compliance with Treasury Regulation Section 1.150-2. This declaration "starts the clock," equipping the City to use funds from, for example, a June 2024 bond issuance to pay for costs incurred on qualifying water capital projects dating back to January 2023.

2024 NORCOM Budget Resolution

Resolution No. 1653 (Exhibit 5) approves Northeast King County Regional Public Safety Communication Agency's (NORCOM) 2024 budget allocation to the City of Mercer Island. Every participating City must adopt such a resolution before NORCOM approves its 2024 budget in December 2023. The 2024 budget is the same as 2023, as shown in figure 5.

With the transition of fire and emergency medical service to Eastside Fire & Rescue (EF&R) beginning January 1, 2024, the 2024 budget contribution from Mercer Island only includes costs for service related to emergency dispatch services for the Police Department. NORCOM dispatch services are paid for directly by EF&R.

NORCOM Budget Allocations		
Department	2023	2024
Police	560,337	560,337
Fire	186,100	-
Total	\$746,437	\$560,337

Figure 5

NEXT STEPS

Staff will return at the December 5, 2023 City Council meeting with a budget amending ordinance that encompasses feedback received from the City Council regarding the recommended mid-biennial budget

adjustments. In anticipation of adopting the mid-biennial budget amending ordinance, staff requests the City Council identify and reach consensus on any additional budget requests so that the ordinance may be prepared in advance of the meeting.

RECOMMENDED ACTION

1. Adopt Ordinance No. 23-18, establishing the dollar amount and percentage increases of the regular Property Tax levy and the levy lid lifts for fiscal year 2024.
2. Adopt Ordinance No. 23-19, appropriating funds and establishing the amount of Property Taxes to be levied for fiscal year 2024.
3. Adopt Resolution No. 1652, appointing the City Manager for the purpose of designating certain expenditures for reimbursement from bonds that may be authorized and approved by the City for issuance in the future.
4. Adopt Resolution No. 1653, approving NORCOM's 2024 budget allocation from the City of Mercer Island.

INTRODUCTION

The Financial Status Update provides a budget to actual comparison of revenues and expenditures for the General Fund and all other Funds from January through September 2023.

This report is comprised of the following four sections:

- General Fund
- Utility Funds
- All Other Funds
- Budget Adjustment Summary

It should be noted that, where significant, revenues are recognized when earned, regardless of when cash is received with the exception of B&O Tax revenues. Expenditures are recognized when a liability has been incurred or when resources have been transferred to another Fund. Beginning Fund Balance represents net excess resources from a prior year that have been appropriated to Fund budgeted expenditures in fiscal year 2023.

NOVEMBER 21, 2023

FINANCIAL STATUS UPDATE

AS OF SEPTEMBER 30, 2023

2023 General Fund

Adopted Revenue Budget

\$34.8 million

Amended Revenue Budget

\$36.1 million

Revenue Actuals

as of September 30,

\$27.0 million

(75.0% of amended budget)

Adopted Expenditure Budget

\$34.8 million

Amended Expenditure Budget

\$36.1 million

Expenditure Actuals

as of September 30,

\$26.7 million

(73.9% of amended budget)

Contingency Fund Balance

\$4.5 million

GENERAL FUND

Revenues

Overall, General Fund revenues met expectations through the first half of the year. The 2023 amended revenue budget is included in the table below along with year-to-date (YTD) actuals, and YTD actuals as a percentage of the amended budget. Prior YTD actuals are presented for comparative purposes.

The budget and actual amounts are for the first nine months of the year, through the end of September. Additional detail regarding primary General Fund revenues and material variances from the original budget is discussed in the narrative below.

GENERAL FUND: Revenues

As of September 30, 2023

Revenue Category	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/2022	YTD 9/30/2023	YTD Revenue as % of Amended Budget
Property Tax	\$ 13,509,262	\$ 13,509,262	\$ 7,498,585	\$ 7,713,648	57.1%
Sales Tax - General	4,847,450	4,847,450	4,090,895	4,719,427	97.4%
Sales Tax - Criminal Justice	752,419	752,419	684,608	706,078	93.8%
Utility Taxes	4,447,601	4,447,601	3,739,377	3,688,512	82.9%
B&O Taxes	706,483	706,483	313,793	747,811	105.8%
Shared Revenues	1,570,068	1,802,083	983,206	1,122,604	62.3%
Cost Allocation-Overhead	1,055,857	1,055,857	605,043	791,893	75.0%
EMS Revenues	1,777,907	1,993,416	1,191,584	1,346,815	67.6%
Parks & Recreation	1,338,503	1,338,503	705,593	1,022,889	76.4%
License, Permit & Zoning	2,967,731	3,039,731	2,949,798	2,968,270	97.6%
Municipal Court	175,359	175,359	133,795	174,435	99.5%
Miscellaneous Revenue	251,433	251,433	316,168	350,434	139.4%
Interest Earnings	10,764	10,764	19,673	1,695,113	15748.0%
Interfund Transfers	0	0	0	0	N/A
Total Revenues	\$ 33,410,837	\$ 33,930,361	\$ 23,232,117	\$27,047,928	79.7%
Beginning Fund Balance	1,385,470	2,141,770	0	0	0.0%
Total Resources	\$ 34,796,307	\$ 36,072,131	\$ 23,232,117	\$27,047,928	75.0%

Property Tax is at 57.1 percent of the budget at the end of September. This reflects the annual timing of property tax payments to the City which typically occur in April and October.

General Sales Tax is 97.4 percent of the adopted budget through the first nine months of the year. Because of the delay in receiving Sales Tax from the State, tax revenue is recognized one month later than it is collected (i.e., September Sales Tax revenue numbers represent August sales). Sales Tax revenue is performing above budget expectations primarily due to higher-than-expected returns over the prior year across a handful of business sectors as well as an increase in revenues related to construction.

Construction has historically been the largest component of Sales Tax revenue and has outperformed the Retail & Wholesale Trade sector in both 2022 and 2023. Both sectors are performing higher than the prior

year. The following table compares Sales Tax revenue by business sector through September for 2022 and 2023.

2022-2023 General Sales Tax Revenue by Business Sector (\$ in thousands)						
Business Sector	Year to Date 9/30/2022	Year to Date 9/30/2023	Increase / (Decrease)	% of Total		
				2022	2023	Sector Totals Change
Construction	\$1,393	\$1,904	\$511	34.0%	40.3%	6.3%
Retail & Wholesale Trade	\$1,326	\$1,407	\$80	32.4%	29.8%	-2.6%
All Other Sectors	\$382	\$413	\$31	9.3%	8.8%	-0.6%
Admin & Support Services	\$370	\$367	(\$3)	9.1%	7.8%	-1.3%
Food Services	\$200	\$224	\$24	4.9%	4.7%	-0.1%
Professional, Scientific & Tech	\$162	\$157	(\$5)	4.0%	3.3%	-0.6%
Finance/Insurance/Real Estate	\$144	\$143	(\$1)	3.5%	3.0%	-0.5%
Telecommunications	\$113	\$104	(\$8)	2.8%	2.2%	-0.5%
Total	\$4,091	\$4,719	\$629	100.0%	100.0%	

Criminal Justice Sales Tax is 93.8 percent of the adopted budget at the end of September. This revenue consists of a 0.1 percent sales tax imposed by King County that is shared amongst cities in the county on a per capita (population) basis. It is closely tied to county wide taxable sales numbers. According to King County's Office of Economic and Financial Analysis, taxable sales showed solid growth through 2022 and into 2023, although the rate of growth has slowed in 2023 as high interest rates impact consumer behaviors.

Business & Occupation (B&O) Tax is 105.8 percent of budget at the end of the third quarter. This revenue exceeds budget expectations at quarter end reflecting the timing of annual B&O tax payments received. Most of the City's registered businesses file an annual B&O tax return where the deadline for remitting annual taxes due is April 15th of the following year. With the extended timeline for remitting annual taxes, finance staff elected to transition this revenue to cash-basis whereby revenues are recognized as received.

Accrual-based revenue recognition was used in prior years. For example, in 2021 B&O tax payments received in the first quarter were accrued back to year-end 2020. This one-time change in accounting procedure impacts the timing of revenue recognition only. B&O tax revenue is expected to exceed budget expectations by year-end.

Shared Revenues are 62.3 percent of the budget through the first nine months of the year. Major revenue sources include State shared taxes; hazardous waste grants; the I-90 corridor landscape maintenance revenue from the Washington State Department of Transportation; vessel registration fees received from the state through King County; the marine patrol services contract revenue from multiple contract cities; and financial support for the School Resource Officer received from the Mercer Island School District. The timing of these revenues is variable with most expected in the fourth quarter of the year. Revenues received to date are in line with historical expectations.

Parks and Recreation revenues are 76.4 percent of budget at the end of September. Revenue sources include field rentals, boat launch fees, program fees, and rent payments from the annex building outside

the Mercer Island Community and Event Center (MICEC). Recreation program revenues are mostly expected in the third and fourth quarters of the year.

License, Permit, and Zoning Fees are 97.6 percent of budget at the end of the third quarter. This revenue category consists of fees related to development services, business licenses, and a cable franchise. Revenues are performing well in part due to improved administration of development services and permit revenues. Permit revenues are also trending higher than the previous year due to two active high valuation projects; work on the Riot Games building in Town Center along with the King County Pump Station and North Mercer Sewer Upgrades.

Municipal Court revenues are 99.5 percent of budget through the end of September. Revenues in this category have increased compared to the prior year due to case filings exceeding pre-Pandemic levels.

Miscellaneous Revenues are 139.4 percent of the budget at the end of the third quarter. Included in this revenue category are electric vehicle charging fees, judgment and settlement proceeds, and disability reimbursements, among others. Disability reimbursements received from the Washington State Department of Labor and Industries continue to exceed budget expectations. These reimbursements are a result of the buy-back policy the City has with active employees that qualify for time-loss compensation through the Department of Labor and Industries.

Interest Earnings are budgeted in the General Fund as an estimate of earnings tied to the balance of the reserve for LEOFF-1 long-term care. The City's idle cash resources are invested in the State Treasury Local Government Investment Pool (LGIP). Per current budget policy, interest earnings are distributed to the various Funds based on their relative cash balances at the end of each quarter.

Revenues are higher than anticipated in this category due to LGIP yields continuing to rise as well as no earnings being transferred to the Contingency Fund in the current year. The Contingency Fund achieved its funding target at 12.5 percent of budgeted General Fund expenditures, as defined in the Council adopted financial management policies, and is not currently receiving interest earnings distributions.

All other revenues are within expectations through the end of September.

Expenditures

Overall, General Fund expenditures are within budget estimates at the end of the third quarter. The table below lists the 2023 amended expenditure budget, year-to-date actuals, and year-to-date actuals as a percentage of the amended budget. Prior year actuals are presented for comparative purposes.

The budget and actual amounts are for the first nine months of the year, through the end of September. Additional details of material variances from the adopted budget are discussed in the narrative below.

GENERAL FUND: Expenditures

As of September 30, 2023

General Fund Department	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/2022	YTD 9/30/2023	YTD Expense as % of Amended Budget
Administrative Services	\$ 526,124	\$ 526,124	\$ 323,820	\$ 419,292	79.7%
City Attorney's Office	931,671	931,671	943,509	683,753	73.4%
City Council	54,727	54,727	103,324	30,707	56.1%
City Manager's Office	1,121,286	1,121,286	816,106	681,439	60.8%
Community Planning & Development	3,229,273	3,431,198	2,291,295	2,223,446	64.8%
Finance	1,333,731	1,333,731	642,465	775,355	58.1%
Fire	7,526,847	7,742,356	5,560,296	6,330,045	81.8%
Human Resources	822,303	822,303	536,849	667,201	81.1%
Information & Geographic Services	184,841	184,841	122,557	128,472	69.5%
Municipal Court	519,208	561,423	304,745	332,281	59.2%
Non-Departmental	2,212,039	2,858,624	1,451,962	2,173,959	76.0%
Parks & Recreation	2,127,581	2,127,581	814,920	1,365,032	64.2%
Police	8,459,228	8,478,668	6,040,498	6,446,976	76.0%
Public Works	5,120,270	5,182,895	3,454,739	3,898,534	75.2%
Total Expenditures	\$ 34,169,129	\$ 35,357,428	\$ 23,407,085	\$ 26,156,491	74.0%
Interfund Transfers	627,178	714,703	1,271,212	517,621	72.4%
Total Expenditures + Interfund Transfers	\$ 34,796,307	\$ 36,072,131	\$ 24,678,297	\$ 26,674,112	73.9%

In reviewing expenditures by department, the following are noteworthy:

Fire department expenditures are 81.8 percent of budget at the end of the third quarter. This reflects payment of transition costs to represented Fire staff. Other expenditures are expected to remain within budget throughout the remainder of the year.

Human Resources division expenditures are 81.1 percent of budget at the end September. This higher than anticipated expenditure spending to date is the result of legal and professional services in support of negotiating the Fire CBA transition impact agreement.

All other expenditures are meeting expectations through the end of September.

UTILITY FUNDS

At the end of September, all three utility Funds are within expectations for operating revenues and expenditures.

Revenues

The table below lists the 2023 adopted and amended revenue budget, January through September actuals, and a percentage of budget received. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the first nine months of the year. Additional details of major variances are discussed in the narrative following the table.

UTILITY FUNDS: Revenues

As of September 30, 2023

Revenue Category	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/22	YTD 9/30/23	YTD Revenue as % of Amended Budget
Operating Revenues					
Water Utility	\$ 10,829,978	\$ 10,829,978	\$ 7,667,539	\$ 8,962,736	82.8%
Sewer Utility	11,438,627	11,438,627	8,513,106	8,743,507	76.4%
Storm Water Utility	2,333,300	2,333,300	1,785,748	1,990,320	85.3%
Interest Earnings					
Water Utility	86,860	86,860	145,793	671,621	773.2%
Sewer Utility	38,496	38,496	69,120	377,831	981.5%
Storm Water Utility	21,200	21,200	36,564	174,565	823.4%
Proceeds of Debt Issuance					
Water Utility	19,259,798	19,259,798	-	-	0.0%
Sewer Utility	-	-	-	-	N/A
Storm Water Utility	-	-	-	-	N/A
Total Revenues	\$ 44,008,259	\$ 44,008,259	\$ 18,217,870	\$ 20,920,580	47.5%

Water, Sewer, and Storm Water Utility operating revenues are within budget expectations and reflect the seasonality of utility revenues. Adopted rate increases that became effective January 1, 2023, result in dollar increases as compared to FY 2022 revenues over the same period.

Interest earnings for the Water, Sewer, and Storm Water Utility Funds have continued to exceed revenue expectations. The Local Government Investment Pool saw a constant increase in yields throughout the third quarter of 2023.

Expenditures

The table below lists the 2023 adopted and amended expenditure budget by Utility Fund and category, January through September actuals, and a percentage of budget spent. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of the third quarter. Additional details of major variances are discussed following the table.

UTILITY FUNDS: Expenditures

As of September 30, 2023

Category	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/22	YTD 9/30/23	YTD Expense as % of Amended Budget
Operating Expenditures					
Water Utility	\$ 6,786,814	\$ 6,786,814	\$ 3,312,489	\$ 3,984,628	58.7%
Sewer Utility	7,966,290	8,532,934	5,620,861	5,920,903	74.3%
Storm Water Utility	2,110,445	2,110,445	1,072,014	1,422,866	67.4%
Capital Projects					
Water Utility	13,685,599	24,099,121	2,552,854	5,252,714	38.4%
Sewer Utility	5,119,475	6,896,144	651,485	1,317,904	25.7%
Storm Water Utility	1,082,504	1,250,870	360,138	373,237	34.5%
Debt Service					
Water Utility	1,579,873	1,579,873	13,438	12,305	0.8%
Sewer Utility	1,034,242	1,034,242	463,221	454,047	43.9%
Storm Water Utility	-	-	-	-	N/A
Total Expenditures	\$ 39,365,242	\$ 52,290,443	\$ 14,046,499	\$18,738,604	48%

Due to the seasonal nature of utility operations, expenditures in the Water, Sewer, and Storm Water Utility funds are within expectations at the end of September. Through the third quarter of 2023, multiple large capital improvement projects are either in the design phase or in early stages of construction.

The **Water Reservoir Improvements** project will replace the interior coatings of both the City's water reservoirs, repaint the exteriors of both tanks, and install numerous safety improvements such as stairwells and hand railings. Council awarded this contract in February 2023 ([AB 6211](#)). Construction started in Q3 2023 following material procurement and permitting. Because only one reservoir can be under construction at a time, this project will take until Q1/Q2 2025 to be completed.

The **Meter Replacement Implementation** project will replace approximately 7,900 aging water meters throughout the City with a new Advanced Metering Infrastructure (AMI) system. City Council awarded the bid in July 2022 ([AB 6112](#)). Deployment is anticipated to begin in Q2 2024, with project completion anticipated in Q4 2024. The installation of data collection equipment is delayed by unforeseen permit needs. Once completed, the new meters will send water usage data directly to the City's utility billing system and will allow customers to access information about water use, leak notifications, and alerts via an online portal.

The **2023 Water System Improvements** project consists of installing over 6,500 linear feet of new 8-inch ductile iron water mains at six different locations on the northern portion of Mercer Island. Water services

and fire hydrants in these areas will also be replaced. The contract was awarded to Kar-Vel Construction in July ([AB 6300](#)). Construction started in September. Project completion is planned for Q2 2024.

Design work for the **Sewer SCADA System Replacement** was completed in Q3 2022 and was bid in Q4 2022. A construction contract was awarded in December 2022 ([AB 6190](#)). Review of material submittals is underway. Due to material supply shortages, mobilization on the project is not expected until Q3 2024.

The current **Comprehensive Pipeline Replacement R & R Program** involves the relining of existing sewer mains using a cured-in-place pipe process. Phase 1 work in the Sewer Basin 40 area (the Mercerwood neighborhood) was awarded in December 2022 ([AB 6191](#)) and construction is substantially complete. Design work on a Phase 2 project in Sewer Basin 40 is complete and the construction contract was awarded to Insta-Pipe, Inc. in July ([AB 6295](#)). Construction is expected to start in Q4 2023, with project completion anticipated in Q1 2024. Project phases 1 and 2 will reline approximately 3.0 miles of City sewer mains.

The **2023 Residential Street Overlays** resurfaced 1.5 miles of roadways within the Madrona Crest West and Madrona Crest East neighborhoods (lying north of SE 40th Street). Construction bids were received in May and the construction contract was awarded to Lakeside Industries, Inc. in June ([AB 6276](#)). Construction began in late July and work was substantially complete by the end of September. The project should be fully complete in November 2023.

The **80th Avenue Sidewalk Improvements** project is in the design phase. Work will consist of replacing sidewalks along the east side of 80th Avenue from SE 27th Street to SE 32nd Street. In addition, street lighting will be replaced on both sides of 80th Avenue. Bidding and contract award is planned for Q4 2023 and construction should begin in Q1 2024.

The **Luther Burbank Boiler Building Improvements Phase 1** project is currently in the bidding phase, with project construction planned to begin in Q1 2024 and be completed in Q3 2024. This project will reinforce the building's masonry structure against earthquake damage and install a new roof.

The **Luther Burbank South Shoreline Restoration** contract was awarded in January 2023 ([AB 6209](#)) and construction of the new trail and shoreline improvements took place over the summer. The completed project was reopened to the public in early October. Planting and other restoration activities will begin in October 2023 and be ongoing through 2024.

ALL OTHER FUNDS

Revenues

The table below lists the 2023 amended revenue budget, end of September actuals, and a percentage of budget received. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of the third quarter. Additional details of major variances are discussed in the narrative following the table.

ALL OTHER FUNDS: Revenues

As of September 30, 2023

Fund Name	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/2022	YTD 9/30/2023	YTD Revenue as % of Amended Budget
Self Insurance Claim	\$ 10,000	\$ 10,000	\$ -	\$ 5,250	N/A
Street	5,170,584	5,170,584	2,448,766	3,590,177	69.4%
Contingency	150,900	150,900	295,134	-	0.0%
1% for the Arts	25,000	25,000	2,069	-	0.0%
Youth & Family Services	3,275,282	3,284,172	2,114,076	1,851,387	56.4%
ARPA	-	291,000	3,009,226	-	N/A
Bond Redemption (Voted)	-	-	-	-	N/A
Bond Redemption (Non-Voted)	142,800	142,800	4,550	1,400	1.0%
Town Center Parking Facilities	-	-	-	-	N/A
Capital Improvement	7,659,505	7,659,505	2,401,530	2,364,744	30.9%
Technology & Equipment	268,000	268,000	913,000	210,000	78.4%
Capital Reserve	-	-	-	-	N/A
Equipment Rental	1,503,754	1,503,754	1,200,232	997,116	66.3%
Computer Equipment	1,264,611	1,264,611	857,574	952,983	75.4%
Firefighter's Pension	68,210	68,210	170,562	91,654	134.4%

Street Fund revenues are 69.4 percent of budget at the end of September. The primary revenue sources in the Street Fund for FY 2023 are Real Estate Excise Tax (REET) and expected reimbursements from Sound Transit Mitigation monies. A total of \$1.4 million of Sound Transit Mitigation reimbursements have been received at the end of September. As for REET, revenues ended the quarter more than \$248,200 below prior year totals. This is primarily due to a lower number of property sales through September than was recorded during the same period in FY 2022.

Revenues in the **Contingency Fund** are made up of interest earnings. The Contingency Fund achieved its desired cash balance, dictated by the City's financial management policies, of at least 12.5 percent of the General Fund expenditures budget at the end of FY 2022. Interest earnings that would typically be transferred to this fund at the end of each quarter currently remain in the General fund for all of FY 2023.

Youth & Family Services revenues ended September at 56.4 percent of the amended budget. Revenues appear lower than budget expectations halfway through the year due to grant reimbursements for two Federal grants only having 18.0 percent of revenues received to date. Thrift shop revenues are up \$186.4

thousand from the third quarter of FY 2022. Other revenues are within budget expectations through the end of September.

Capital Improvement Fund revenues are 30.9 percent of budget at the end of the third quarter. Similar to the Street Fund, the Capital Improvement Fund's primary revenue source is REET. Total REET revenues for this fund through September are 66.4 percent of budget expectations. Staff will continue to monitor factors relating to REET to better inform the mid-biennium revenue forecast in fall of this year. In addition, budgeted revenues in 2023 include \$1.2 million in State Grant funding, of which none has been received to date.

All other revenues are within expected norms through the end of September.

Expenditures

The table below lists the 2023 amended expenditures budget by Fund, end of September actuals, and a percentage of budget spent. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of the third quarter. Additional details of major variances are discussed in the narrative following the table.

ALL OTHER FUNDS: Expenditures

As of September 30, 2023

Fund Name	2023 Adopted Budget	2023 Amended Budget	Prior YTD 9/30/2022	YTD 9/30/2023	YTD Expense as % of Amended Budget
Self Insurance Claim	\$ 10,000	\$ 10,000	\$ -	\$ -	N/A
Youth Services Endowment	-	-	289,469	-	N/A
Street	5,136,091	6,891,571	3,313,092	2,568,098	37.3%
Contingency	-	-	-	-	N/A
1% for the Arts	15,000	65,000	9,856	31,842	49.0%
Youth & Family Services	3,325,282	3,390,145	2,325,317	2,331,869	68.8%
ARPA	1,983,672	3,131,890	660,030	359,382	11.5%
Bond Redemption (Voted)	-	-	-	-	N/A
Bond Redemption (Non-Voted)	142,800	142,800	4,550	1,400	1.0%
Town Center Parking Facilities	-	-	3,762	-	N/A
Capital Improvement	10,664,404	11,236,309	2,503,412	1,697,917	15.1%
Technology & Equipment	495,186	1,203,326	110,176	416,222	34.6%
Capital Reserve	-	-	169,999	-	N/A
Equipment Rental	1,610,914	2,380,977	955,809	1,057,725	44.4%
Computer Equipment	1,155,078	1,155,078	878,380	873,620	75.6%
Firefighter's Pension	100,000	100,000	68,393	56,848	56.8%

Street Fund: Total expenditures are 37.3 percent of budget at end of September. The Sunset Highway and 77th Ave SE Improvement project is ongoing. Additional capital projects include Island Crest Way Corridor improvements and residential and arterial street resurfacing.

Capital Improvement Fund expenditures ended the quarter at 15.1 percent of budget. Expenditures are on track with historical expectations for the first portion of the two-year biennium though appear low relative to the prior year due to City Hall's closure in April. Scheduled expenditures to begin replacing the HVAC system (GB0111) were cancelled with the building's permanent closure. Unspent funds will remain in the fund.

Technology & Equipment Fund: Total expenditures are 34.6 percent of budget at the end of September. Expenditures are up over the prior year due to project costs relating to the new Financial ERP implementation. Total expenditures are expected to be within budget at year-end.

Equipment Rental Fund expenditures ended September at 44.4 percent of budget. Expenditures in this fund include Honeywell Site Remediation and fleet services. Funds are encumbered for fleet replacements but, due to supply chain issues and delivery dates for new vehicles being pushed back if not canceled, staff

are holding onto current fleet assets for longer, resulting in lower-than-expected expenditures to date. What is more, new vehicles and equipment prices are 15-70% higher than anticipated.

With these current market pressures, staff is carefully managing current fleet assets and adjusting replacement schedules as required. An appropriation request may be required to use additional replacement reserves depending on how market conditions evolve over the next 6-12 months.

All other variances meet budget expectations through the end of September.

Two summary listings of the originally adopted 2023-2024 Budget (expenditures only), broken down by year, and amendments adopted by Ordinance through September 13, 2023, are presented below.

Fund Type / Fund Name	Original 2023 Budget	2023 Budget Adjustments						Amended 2023 Budget
		Administrative Biennial Corrections	ORD 23-05 22 to 23 Carry forward	ORD 23-06 Q1 FSU	ORD 23-12 Q2 FSU			
General Purpose Funds:								
General	34,796,307		440,209	676,090	159,525			36,072,131
Self-Insurance	10,000							10,000
Youth Services Endowment	-							-
Special Revenue Funds:								
Street*	5,136,091		1,505,480		250,000			6,891,571
Contingency	-				217,725			217,725
1% for the Arts	15,000				50,000			65,000
Youth & Family Services	3,325,282		64,863					3,390,145
ARPA Funds	1,983,672		857,218		291,000			3,131,890
Debt Service Funds:								
Bond Redemption (Voted)	-							-
Bond Redemption (Non-Voted)	142,800							142,800
Capital Projects Funds:								
Town Center Parking Facilities*	-							-
Capital Improvement*	10,664,404		571,905					11,236,309
Technology & Equipment*	495,186		708,140					1,203,326
Capital Reserve*	-							-
Enterprise Funds:								
Water*	22,052,286		9,168,243	1,245,279				32,465,808
Sewer*	14,120,007		809,688	1,533,625				16,463,320
Stormwater*	3,192,949		168,366					3,361,315
Internal Service Funds:								
Equipment Rental*	1,610,914	27,452	596,861		145,750			2,380,977
Computer Equipment*	1,155,078							1,155,078
Trust Funds:								
Firefighter's Pension	100,000							100,000
Total	98,799,975	27,452	14,890,973	3,454,994	1,114,000	-	-	118,287,394

* Capital Improvement Program (CIP) projects are accounted for in these funds.

Fund Type / Fund Name	Original 2024 Budget	2024 Budget Adjustments							Amended 2024 Budget
		Administrative Biennial Corrections	ORD 23-06 Q1 FSU	ORD 23-12 Q2 FSU					
General Purpose Funds:									
General	36,220,358		1,587,500	132,000					37,939,858
Self-Insurance	10,000								10,000
Youth Services Endowment	-								-
Special Revenue Funds:									
Street*	9,658,917			55,000					9,713,917
Contingency	-								-
1% for the Arts	15,000								15,000
Youth & Family Services	3,368,606								3,368,606
ARPA Funds	1,259,017			594,500					1,853,517
Debt Service Funds:									
Bond Redemption (Voted)	-								-
Bond Redemption (Non-Voted)	-								-
Capital Projects Funds:									
Town Center Parking Facilities*	-								-
Capital Improvement*	11,121,741								11,121,741
Technology & Equipment*	145,250								145,250
Capital Reserve*	-								-
Enterprise Funds:									
Water*	20,738,920								20,738,920
Sewer*	13,678,876								13,678,876
Stormwater*	3,676,021								3,676,021
Internal Service Funds:									
Equipment Rental*	1,377,116	(27,452)							1,349,664
Computer Equipment*	1,316,488								1,316,488
Trust Funds:									
Firefighter's Pension	103,000								103,000
Total	102,689,310	(27,452)	1,587,500	781,500	-	-	-	-	105,030,858

* Capital Improvement Program (CIP) projects are accounted for in these funds.

**CITY OF MERCER ISLAND
ORDINANCE NO. 23-18**

**AN ORDINANCE AUTHORIZING AN INCREASE IN THE PROPERTY TAX
LEVY FOR THE YEAR 2024.**

WHEREAS, the City Council of the City of Mercer Island has conducted its mid-biennial review of the 2023-2024 Budget; and

WHEREAS, pursuant to RCW 84.55.120, the City Council of the City of Mercer Island held a public hearing for the purpose of considering testimony regarding the 2024 property tax levy; and

WHEREAS, the City Council of the City of Mercer Island, after due consideration of the evidence and testimony at the public hearing, has determined that the City requires an increase in property tax revenue in order to discharge the expected expenses and obligations of the City of Mercer Island; and

WHEREAS, the voters of the City of Mercer Island approved a levy lid lift in 2022 for the purpose of the operation and maintenance of parks and open spaces, including Luther Burbank Park, and funds for playground replacements and forest restoration in Pioneer Park and Engstrom Open Space; and

WHEREAS, the City intends to collect \$1,645,625 of the authorized 2022 Park Maintenance and Operations levy lid lift in 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Total Property Tax Change.

There is hereby levied upon all taxable property within the City of Mercer Island, Washington, a total property tax levy of \$14,896,481, which is \$145,718, or 1.00% percent, more than the 2023 total property tax levy, excluding the amounts for new construction and refunds related to the 2024 tax year. The \$145,718 increase in the 2024 total property tax levy consists of the following: 1) \$129,425, or 1.00 percent, increase in the regular property tax levy; and 2) \$16,293, or 1.00 percent, increase in the 2022 levy lid lift. The foregoing property tax levy amount shall be automatically adjusted without further action of the City Council to correspond to the final assessed valuation, new construction, and refund levy totals to be received from the King County Assessor prior to December 31, 2023.

Section 2. Regular Property Tax Increase.

An optional increase in the regular property tax levy is hereby authorized for the 2024 levy in the amount of \$129,425, which is a 1.00 percent increase over the previous year. The optional 1.00 percent increase is in addition to the new construction and refund amounts related to the 2024 tax year. The 2024 total regular levy, excluding the amounts for new construction and refunds, is authorized in the amount of \$13,071,970, which is \$129,425, or 1.00 percent, more than the 2023 total regular levy.

Section 3. 2022 Levy Lid Lift Increase.

The voted property tax levy, which pertains to the levy lid lift passed by a vote of the Mercer Island citizens on November 8, 2022, is hereby authorized for the 2024 levy in the total amount of \$1,645,625. This is \$16,293, or 1.00 percent, more than the levy lid lift in the previous year and is within the provisions of the ballot measure.

Section 4. City Clerk Certification.

Pursuant to RCW 84.52.020, the Clerk is directed to certify the amount necessary to be raised by taxation as specified above to the Metropolitan King County Council. The City Finance Director is authorized and directed to transmit any adjustment made pursuant to Section 1 above to the 2024 property tax levy amount to the Metropolitan King County Council.

Section 5. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 6. Effective Date.

This ordinance shall take effect five days after passage and publication in the official newspaper of the City.

ADOPTED BY THE CITY COUNCIL OF MERCER ISLAND, WASHINGTON AT ITS REGULAR MEETING ON THE 21ST DAY OF NOVEMBER, 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

APPROVED AS TO FORM:

Andrea Larson, City Clerk

Bio Park, City Attorney

Date of Publication: _____

**CITY OF MERCER ISLAND
ORDINANCE NO. 23-19**

**AN ORDINANCE RELATING TO THE LEVYING OF REGULAR PROPERTY
TAXES AND ESTABLISHING THE AMOUNT TO BE LEVIED IN 2024 ON THE
ASSESSED VALUATION OF THE PROPERTY WITHIN THE CITY**

WHEREAS, the City Council of the City of Mercer Island has conducted its mid-biennial review of the 2023-2024 Budget; and

WHEREAS, pursuant to RCW 84.55.120, the City Council of the City of Mercer Island held a public hearing for the purpose of considering testimony regarding the 2024 property tax levy; and

WHEREAS, the City Council of the City of Mercer Island, after due consideration of the evidence and testimony at the public hearing, has determined that the City requires an increase in property tax revenue in order to discharge the expected expenses and obligations of the City of Mercer Island; and

WHEREAS, the voters of the City of Mercer Island approved a levy lid lift in 2022 for the purpose of the operation and maintenance of parks and open spaces, including Luther Burbank Park, and funds for playground replacements and forest restoration in Pioneer Park and Engstrom Open Space; and

WHEREAS, the City intends to collect \$1,645,625 of the authorized 2022 Park Maintenance and Operations levy lid lift in 2024.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Total Property Tax Levy in 2022.

The property tax levy is hereby authorized to be collected in the 2024 tax year in the estimated amount of \$14,896,481, which amount when added to the estimated revenues will balance the revenues with the expenditures and which amount is in compliance with all applicable laws.

Section 2. Detail of Property Tax.

There is hereby levied upon all taxable property within the City of Mercer Island, Washington, a total tax of \$14,896,481 as follows:

REGULAR LEVY:

Prior Year Levy	\$12,942,545
1.0% Optional Increase	129,425
New Construction	150,000
Refund Levy	28,886

LEVY LID LIFTS:

2022 Parks Maintenance & Operations	1,645,625
-------------------------------------	-----------

TOTAL TAXES REQUESTED FOR 2022	<u>\$14,896,481</u>
---------------------------------------	----------------------------

The foregoing property tax levy amount shall be automatically adjusted without further action of the City Council to correspond to the final assessed valuation, new construction, and refund levy totals to be received from the King County Assessor prior to December 31, 2023.

Section 3. City Clerk Certification.

Pursuant to RCW 84.52.020, the Clerk is directed to certify the amount necessary to be raised by taxation as specified above to the Metropolitan King County Council. The City Finance Director is authorized and directed to transmit any adjustment made pursuant to Section 2 above to the 2024 property tax levy amount to the Metropolitan King County Council.

Section 4. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 5. Effective Date.

This ordinance shall take effect five days after passage and publication in the official newspaper of the City.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON AT ITS REGULAR MEETING ON THE 21ST DAY OF NOVEMBER, 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

APPROVED AS TO FORM:

Andrea Larson, City Clerk

Bio Park, City Attorney

Date of Publication: _____

**CITY OF MERCER ISLAND
RESOLUTION NO. 1652**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MERCER ISLAND, WASHINGTON, APPOINTING THE
CITY MANAGER FOR THE PURPOSE OF DESIGNATING
CERTAIN EXPENDITURES FOR REIMBURSEMENT FROM
BONDS THAT MAY BE AUTHORIZED AND APPROVED
BY THE CITY FOR ISSUANCE IN THE FUTURE.**

WHEREAS, the City of Mercer Island, Washington (the “City”) issues tax-exempt obligations, including bonds, notes, and leases from time to time for the purpose of financing its governmental activities; and

WHEREAS, the United States Department of the Treasury has promulgated Regulations limiting the ability of the City to use the proceeds of tax-exempt obligations for reimbursement of prior expenditures; and

WHEREAS, Section 1.150-2 of the Regulations permits the City to appoint one or more officials for the purpose of identifying and qualifying capital projects for reimbursement purposes; and

WHEREAS, any such declaration of official intent to reimburse must not be made as a matter of course or in an amount substantially in excess of the amount expected to be necessary for the proposed project;

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

Section 1. The City Council hereby appoints and designates the City Manager (the “City Manager”) as the official responsible for issuing statements of official intent in compliance with Treasury Regulation Section 1.150-2.

Section 2. Upon a determination by the City Manager that the costs of a particular capital project may be reimbursed from the proceeds of tax-exempt obligations of the City, the City Manager is authorized and directed to execute a certificate of official intent, substantially in the form attached hereto as Exhibit A. Each certificate so executed shall become a part of the official records of the City available for public inspection and review.

Section 3. This resolution will take effect from and after its adoption as provided by law.

PASSED by the City Council of the City of Mercer Island, Washington, at its meeting on the 21st day of November, 2023.

CITY OF MERCER ISLAND,
WASHINGTON

Salim Nice, Mayor

ATTEST:

Andrea Larson, City Clerk

EXHIBIT A

FORM OF OFFICIAL INTENT CERTIFICATE

Pursuant to Resolution No. 1652 of the City Council of the City of Mercer Island, Washington (the "City"), the undersigned, City Manager of the City hereby states as follows:

Section 1. The City reasonably expects to reimburse the expenditures described herein with the proceeds of debt to be incurred by the City (the "Reimbursement Bonds").

Section 2. The maximum principal amount of Reimbursement Bonds expected to be issued is [STATE THE MAXIMUM AMOUNT OF THE TAX-EXEMPT BONDS EXPECTED TO BE ISSUED AND/OR USED TO REIMBURSE THE CITY].

Section 3. The expenditures with respect to which the City reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds will be made from the City's [STATE WHICH FUND WILL BE USED TO INITIALLY PAY FOR THE PROJECT] for project costs related to [DESCRIBE PROJECT].

Dated this _____ day of _____, 20__.

_____, City Manager

**CITY OF MERCER ISLAND
RESOLUTION NO. 1653**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERCER ISLAND
APPROVING THE CITY OF MERCER ISLAND'S ALLOCATION FOR THE
NORTH EAST KING COUNTY REGIONAL PUBLIC SAFETY
COMMUNICATIONS AGENCY (NORCOM) 2024 BUDGET.**

WHEREAS, the North East King County Regional Public Safety Communications Agency (NORCOM) was formed effective November 1, 2007; and

WHEREAS, NORCOM is in the process of adopting its annual budget for 2024; and

WHEREAS, the NORCOM Interlocal Agreement, to which the City is a party, requires that the City Council approve the City's allocation for NORCOM's budget, which is estimated to be \$560,336 in 2024;

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

The City of Mercer Island's allocation (\$560,336) for the North East King County Regional Public Safety Communications Agency (NORCOM) 2024 budget is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON AT ITS MEETING ON THE 21st DAY OF NOVEMBER 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

Andrea Larson, City Clerk



2023 PLANNING SCHEDULE

Item 11.

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.

NOVEMBER 21, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		11/9	11/13	11/13	11/14	11/14
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB 6373: November 3, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB 6369: Adoption of Town Center Parking Study			Jason Kintner/Ed Holmes/Mike Seifert/Sarah Bluvas		
--	AB 6379: 2022 Water System Imp. (Madrona Crest East) Project Closeout			Jason Kintner /Clint Morris/George Fletcher		
--	AB 6372: Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining Project - Phase 1 Closeout			Jason Kintner/Clint Morris/Chris Marks		
--	AB 6375: An Ordinance Amending MICC Ch. 9.50 (Second Reading Ord. No. 23C-16)			Bio Park/Ed Holmes		
--	AB 6376: An Ordinance Amending MICC Ch. 3.32 and 3.30 and Sections 4.40.100 and 3.36.030 relating to City Fire Department (First Reading Ord. No. 23C-17)			Bio Park		
REGULAR BUSINESS						
10	AB 6378: Sound Cities Association Annual Meeting Voting Delegate			Salim Nice/Andrea Larson		
45	AB 6377: Mid-Biennial Budget Public Hearing; Q3 2023 Financial Status Update; 2024 Property Tax Ordinances; Declaration of Intent for Reimbursement Resolution; and NORCOM Rate Resolutions.			Matt Mornick		
EXECUTIVE SESSION						
90	Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) and to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b).					

DECEMBER 5, 2023			DD	FN	CA	Clerk	CM
ABSENCES:			11/22	11/27	11/27	11/28	11/28
ITEM TYPE TIME TOPIC					STAFF		
SPECIAL BUSINESS							
15	Fire Promotions Recognition				Ben Lane/Doug McDonald		
10	2022 Community Member of the Year				Mayor Nice/Andrea Larson		
CONSENT AGENDA							
--	AB 6374: November 17, 2023 Payroll Certification				Ali Spietz/Nicole Vannatter		
--	AB 6381: Island Crest Way Long Plat - Final Plat Approval (SUB17-005); Resolution No. 1654				Jeff Thomas/Ryan Harriman		
--	AB 6384: 2024 Master Fee Schedule, Resolution No. xxxx				Ali Spietz		

--	AB xxxx: 2022 Community Member of the Year, Proclamation No. xxx	Mayor Nice/Andrea Lar	Item 11.
REGULAR BUSINESS			
30	AB 6383: 2023-2024 Mid-Biennial Budget Amendments	Matt Mornick	
60	AB xxxx: 2024 Annual Docket: Review Proposed Amendment 18 – Land Use Map Amendment and Rezone of the Stroum Jewish Community Center (SJCC) Property (Including Public Comment Period on Proposed Amendment 18).	Jeff Thomas/Alison Van Gorp	
60	AB 6382: 2024 Annual Docket Review of Proposed Comprehensive Plan and Development Code Amendments (Resolution No. 1655)	Jeff Thomas/Alison Van Gorp	
EXECUTIVE SESSION			

DECEMBER 19, 2023 (POTENTIALLY CANCELED)		DD	FN	CA	Clerk	CM
ABSENCES:		12/8	12/11	12/11	12/12	12/12
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						
EXECUTIVE SESSION						

2024 PLANNING SCHEDULE

JANUARY 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		12/13	12/14	12/14	12/15	12/15
ITEM TYPE TIME TOPIC				STAFF		
SPECIAL BUSINESS						
15	AB 6386: Councilmember Oath of Office and Mayor and Deputy Mayor Elections			Ali Spietz/Andrea Larson		
STUDY SESSION						
45	AB 6385: 2024 Comprehensive Plan Periodic Update, Housing Element – HB 1220 Implementation			Jeff Thomas/Adam Zack		
CONSENT AGENDA						
--	AB 6387: December 1, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB 6388: December 15, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		

--	AB 6380: Luther Burbank Boiler Building Phase 1 Bid Award	Jason Kintner/Clint Morris/Paul West/Sarah Bluvus
REGULAR BUSINESS		
EXECUTIVE SESSION		

JANUARY 16, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		1/5	1/8	1/8	1/9	1/9
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
45	AB xxxx: Geographic Information Systems (GIS) Products Demo			Ali Spietz/Leah Llamas		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: December 29, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Lincoln Landing Watercourse Improvements Project Closeout			Jason Kintner/Clint Morris/Paul West		
--	AB xxxx: 2024 Comprehensive Plan Periodic Update, Housing Element – Affordable Housing Target and Policy Direction			Jeff Thomas/Adam Zack		
--	AB xxxx: West Mercer Way Roadside Shoulders - Ph 4 (8100 WMW - 8400 EMW) Bid Award			Jason Kintner/Clint Morris/Ian Powell		
REGULAR BUSINESS						
15	AB xxxx: Park Area Naming Policy			Jason Kinter/Ryan Daly		
15	AB xxxx: Sponsorship Policy			Jason Kintner/Ryan Daly/Katie Herzog		
15	AB xxxx: Parks Levy Annual Progress Report			Jason Kintner/Robbie Cunningham Adams		
EXECUTIVE SESSION						

FEBRUARY 6, 2024 ABSENCES:				DD 1/26	FN 1/29	CA 1/29	Clerk 1/30	CM 1/30
ITEM TYPE TIME TOPIC						STAFF		
STUDY SESSION								
SPECIAL BUSINESS								

CONSENT AGENDA

--	AB xxxx: Sunset Hwy/77th Ave SE Improvements Project Closeout	Jason Kintner /Clint Morris

REGULAR BUSINESS**EXECUTIVE SESSION****FEBRUARY 20, 2024**

ABSENCES:

DD
2/9FN
2/12CA
2/12Clerk
2/13CM
2/13**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION****SPECIAL BUSINESS****CONSENT AGENDA**

--	AB xxxx: Rare Disease Day Proclamation No. xxx	Mayor /Andrea Larson
----	--	----------------------

--	AB xxxx: Basin 61 Sewer Upsizing Bid Award	Jason Kintner/Clint Morris/Chris Marks
----	--	--

REGULAR BUSINESS**EXECUTIVE SESSION****MARCH 5, 2024**

ABSENCES:

DD
2/23FN
2/26CA
2/26Clerk
2/27CM
2/27**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION**

SPECIAL BUSINESS**CONSENT AGENDA**

AB xxxx Open Space Conservancy Trust 2022 Annual Report to City Council and 2023 Work Plan

Jason Kintner/Alaine
Sommargren/Sam Harb**REGULAR BUSINESS****EXECUTIVE SESSION****MARCH 19, 2024**

ABSENCES:

DD
2/8FN
2/11CA
2/11Clerk
2/12CM
2/12**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION**

60 AB xxxx: Draft Water System Reliability Action Plan Discussion

Jason Kintner/Alaine
Sommargren**SPECIAL BUSINESS****CONSENT AGENDA****REGULAR BUSINESS**

30 Financial Management Software Implementation Update

Matt Mornick/Gracie Liu

Sustainability Work Program Update

Jason Kintner/Alaine
Sommargren/Alanna
DeRogatis**EXECUTIVE SESSION**

APRIL 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		3/22	3/25	3/25	3/26	3/26
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Autism Acceptance Month, Proclamation No. xxx			Mayor / Andrea Larson		
--	AB xxxx: Sexual Assault Awareness Month, Proclamation No. xxx			Mayor /Andrea Larson		
REGULAR BUSINESS						
EXECUTIVE SESSION						

APRIL 16, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		4/5	4/8	4/8	4/9	4/9
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Earth Day Proclamation No. xxx			Jason Kintner		
REGULAR BUSINESS						
30	AB xxxx: Water System Reliability Action Plan Adoption (Resolution No. xxx)			Jason Kintner/Alaine Sommargren		

EXECUTIVE SESSION	