



# CITY OF MERCER ISLAND **AMENDED**

## CITY COUNCIL REGULAR VIDEO MEETING

Tuesday, July 6, 2021 at 5:00 PM

### COUNCIL MEMBERS:

Mayor Benson Wong, Deputy Mayor Wendy Weiker,  
Councilmembers: Lisa Anderl, Jake Jacobson,  
Salim Nice, Craig Reynolds, David Rosenbaum

### LOCATION & CONTACT:

Mercer Island City Hall - Council Chambers  
9611 SE 36th Street | Mercer Island, WA 98040  
Phone: 206.275.7793 | [www.mercerisland.gov](http://www.mercerisland.gov)

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 206.275.7793.

### EXECUTIVE SESSION, 5:00 PM

#### 1) Pending or Potential Litigation

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

#### 2) Real Estate Acquisition

Executive Session 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) and to consider the maximum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price pursuant to RCW 42.30.110(1)(c)

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

**Registering to Speak:** Individuals wishing to speak live during Appearances will need to register their request with the City Clerk at **206.275.7793** or email the [City Clerk](#) and leave a message before 4 PM on the day of the Council meeting. Please reference "Appearances" on your correspondence. Each speaker will be allowed three (3) minutes to speak. A timer will be visible 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.

**Public Appearances:** Notify the [City Clerk](#) in advance that you wish to speak on camera and 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](#).

**Join by Telephone at 6 PM (Executive Session starts at 5 PM):** To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **812 9072 3882** and Password **796286** if prompted.

**Join by Internet at 6 PM (Executive Session starts at 5 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 **812 9072 3882**; Enter Password **796286**
- 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.

**Submitting Written Comments:** Written comments may be submitted at the Mercer Island [Let's Talk Council Connects](#) page. Written comments received by 3 PM on the day of the meeting will be forwarded to all Councilmembers and a brief summary of the comments will be included in the minutes of the meeting.

### CALL TO ORDER & ROLL CALL, 6:00 PM

### PLEDGE OF ALLEGIANCE

### AGENDA APPROVAL

### CITY MANAGER REPORT

## APPEARANCES

### CONSENT AGENDA

1. Approve **Accounts Payable** Reports for the periods ending:
  - A) June 11, 2021 in the amount of \$321,670.91
  - B) June 18, 2021 in the amount of \$234,179.54
  - C) June 25, 2021 in the amount of \$574,834.70
2. AB 5894: June 18, 2021 Payroll Certification  
**Recommended Action:** Approve the June 18, 2021 Payroll Certification (Exhibit 1) in the amount of \$797,275.74 and authorize the Mayor to sign the certification on behalf of the entire City Council.
3. AB 5904: Parks and Recreation Month Proclamation No. 274  
**Recommended Action:** Mayor Wong proclaims July 2021 as Parks and Recreation Month on Mercer Island.
4. AB 5902: Antisemitism Proclamation No. 275  
**Recommended Action:** Mayor Wong proclaims an ongoing commitment to be an inclusive community.
5. AB 5900: City Manager Performance Review and Evaluation Report  
**Recommended Action:** Accept City Manager Jessi Bon's performance review and evaluation report from February 2020 through April 2021.
6. AB 5901: Community-Based Counseling Staffing Appropriation  
**Recommended Action:** Appropriate up to \$60,000 from 2020 General Fund year-end balance to hire a 1.0 LTE Community-Based Counselor through December 31, 2021.

### REGULAR BUSINESS

7. [Consideration for acquiring real property by the City of Mercer Island as discussed in Executive Session and the possible adoption of Resolution No. 1600 and Ordinance No. 21-15](#)  
**Recommended Actions:**
  - 1) [Approve Resolution No. 1600 authorizing the purchase of real property and authorizing the City Manager to sign documents required to complete the purchase of real property.](#)
  - 2) [Adopt Ordinance No. 21-15 incorporating certain budget revisions to the 2021-2022 Biennial Budget and Amending Ordinance No. 20-29, 21-07, and 21-11](#)
8. AB 5910: Town Center Moratorium: Economic Analysis Revised Outputs and Legislative Options Consideration  
**Recommended Action:** Provide desired direction to staff for legislative options to address Town Center moratorium.
9. AB 5907: Interim Ordinance No. 21C-16 updating and replacing interim development regulations to allow more outdoor seating for eating and drinking establishments during the declared COVID-19 emergency and setting a Public Hearing date.  
**Recommended Action:** Adopt Interim Ordinance No. 21C-16 updating and replacing interim regulations to allow more outdoor seating for eating and drinking establishments during the declared COVID-19 emergency and setting a Public Hearing date of August 31, 2021.
10. AB 5908: Mercer Island Community and Event Center & Recreation Programs and Services Strategy Adoption  
**Recommended Action:**
  - 1) Accept the *Strategy for the Mercer Island Community and Event Center and Recreation Programs and Services*.
  - 2) Receive presentation on 2022 recreation, MICEC, and arts preview and provide input. Direct City staff to return in the fall with the 2022 budget proposal.
11. AB 5909: 2021 City Council Liaison to Mercer Island Chamber of Commerce  
**Recommended Action:** Appoint a Councilmember to serve as the 2021 Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.

12. AB 5892: 2020 Community Member of the Year Nomination

**Recommended Action:** Receive nominations for the 2020 Community Member of the Year and *vote to select one nominee for the award.*

**OTHER BUSINESS**

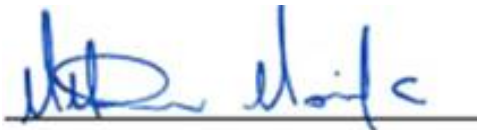
13. Planning Schedule

14. Councilmember Absences & Reports

**ADJOURNMENT**

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	207921-207994	6/11/2021	\$321,670.91
			\$321,670.91



## Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: 402000 - Water Fund-Admin Key</b>				
P0111331	00207992	WALTER E NELSON CO	INVENTORY PURCHASES	1,918.06
P0111279	00207944	GEMPLER'S INC	INVENTORY PURCHASES	1,658.43
P0111297	00207939	CORRECTIONAL INDUSTRIES ACCTG	INVENTORY PURCHASES	1,562.27
P0111343	00207947	GRAINGER	INVENTORY PURCHASES	321.65
P0111277	00207947	GRAINGER	INVENTORY PURCHASES	193.58
P0111342	00207947	GRAINGER	INVENTORY PURCHASES	21.05
<b>Org Key: CA1100 - Administration (CA)</b>				
P0111254	00207970	PACIFICA LAW GROUP LLP	Invoice #67755 Professional	15,639.00
P0111246	00207962	MARTEN LAW	Invoice #44091632 Professional	807.50
P0111246	00207962	MARTEN LAW	Invoice #44091634 Professional	617.50
P0111246	00207962	MARTEN LAW	Invoice #44091633 Professional	142.50
<b>Org Key: CA1200 - Prosecution &amp; Criminal Mngmnt</b>				
P0111253	00207966	MOBERLY AND ROBERTS	Invoice #969 Professional Serv	7,095.46
P0111248	00207952	HONEYWELL, MATTHEW V	Invoice #1218 6/2/2021 Profess	900.00
P0111248	00207952	HONEYWELL, MATTHEW V	Invoice #1214 5/11/2021	700.00
P0111248	00207952	HONEYWELL, MATTHEW V	Invoice #1215 5/18/2021	600.00
P0111248	00207952	HONEYWELL, MATTHEW V	Invoice #1217 5/25/2021	300.00
<b>Org Key: CR1100 - Human Resources</b>				
P0111306	00207933	Cabot Dow Associates	HR Bargaining Support May 2021	875.00
<b>Org Key: CT1100 - Municipal Court</b>				
P0111271	00207959	LANGUAGE LINE SERVICES	Language Line invoice #1024756	11.37
<b>Org Key: DS1100 - Administration (DS)</b>				
P0111324	00207941	DATAQUEST LLC	Pre-employment Background Chec	159.00
<b>Org Key: FN2100 - Data Processing</b>				
P0111280	00207964	METROPRESORT	MAY 2021 E-SERIVCE CHARGE PORT	50.00
<b>Org Key: FN4501 - Utility Billing (Water)</b>				
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	89.43
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	87.38
<b>Org Key: FN4502 - Utility Billing (Sewer)</b>				
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	89.43
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	87.38
<b>Org Key: FN4503 - Utility Billing (Storm)</b>				
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	89.43
P0111280	00207964	METROPRESORT	MAY 2021 PRINTING & MAILING OF	87.37
<b>Org Key: FR1100 - Administration (FR)</b>				
P0111311	00207943	EASTSIDE FIRE & RESCUE	Interim Chief Services/May 202	14,000.00
P0111320	00207983	SYSTEMS DESIGN WEST LLC	Transport Billing Fees - 05/20	1,188.95
P0111318	00207940	CULLIGAN SEATTLE WA	Water Service/Fire	208.73
P0111317	00207992	WALTER E NELSON CO	Household Supplies	198.18
<b>Org Key: FR2100 - Fire Operations</b>				
P0111321	00207943	EASTSIDE FIRE & RESCUE	Parts and Labor 8611	4,176.72
P0111321	00207943	EASTSIDE FIRE & RESCUE	Parts and Labor 4604	917.09

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111319	00207960	LN CURTIS & SONS	Helmet Straps	94.11
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0111323	00207922	AIRGAS USA LLC	Oxygen/Fire	30.18
<i>Org Key: GDI503 - Interest-Equip Rental</i>				
P0111266	00207946	GOV'T LEASING & FINANCE INC	Lease Interest payment - Fire	4,037.42
<i>Org Key: GDP503 - Principal - Equip Rental</i>				
P0111266	00207946	GOV'T LEASING & FINANCE INC	Lease Principal payment - Fire	38,730.62
<i>Org Key: GGM001 - General Government-Misc</i>				
P0111275	00207931	BRINKS INC	May Armored Car Service	1,807.93
P0111344	00207970	PACIFICA LAW GROUP LLP	Ballot Measure Professional	228.00
P0111275	00207931	BRINKS INC	Case 01776835 Disputed Charges	-1,325.71
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0111322	00207976	RICOH USA INC	Cost Per Copy/Fire	154.37
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P0111262	00207991	WALLACE, THOMAS	LEOFF1 Retiree Medical Expense	6,000.00
P0111336	00207950	HAGSTROM, CRAIG	LEOFF1 Retiree Medical Expense	245.99
P0111335	00207930	BOOTH, GLENDON D	LEOFF1 Retiree Medical Expense	154.88
P0111337	00207967	MYERS, JAMES S	LEOFF1 Retiree Medical Expense	133.99
P0111334	00207921	ADAMS, RONALD E	LEOFF1 Retiree Medical Expense	102.69
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0111115	00207981	Smarsh Inc.	Increase license count to 119	1,128.61
P0111243	00207974	Progress Software Corporation	SFTP Additional	1,065.16
P0109883	00207974	Progress Software Corporation	FTP Annual Renewal	702.44
P0111283	00207961	MAGNAS LLC	LONG DISTANCE CALLING 5/31/21	106.47
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0111207	00207985	TRANSPORTATION SYSTEMS INC	ROW UNIT PRICED ELECTRICAL REP	11,160.29
P0111272	00207968	Northwest Barricade	PAIR TEMPORARY TRAFFIC SIGNAL	5,075.61
P0111206	00207957	KING COUNTY TREASURY	PROJECT # 1135621 / RSD SGNL 8	926.77
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0111340	00207934	CANTERBURY DESIGNS	CHROME PLATED BRASS LATCH HING	329.50
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	15.38
<i>Org Key: MT3100 - Water Distribution</i>				
P0111332	00207982	SYBIS	CYBERHOST: SUBSCRIPTION-BASED	1,476.44
P0111267	00207977	Royal Restrooms of Washington	PUMPOUT TRAILER 5/3 AND 5/10	500.00
P0111224	00207953	IBS INC	11/16-1-1/2 NES LARGE RE-THREA	170.79
P0111279	00207944	GEMPLER'S INC	SHIPPING SAVER	63.98
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT3150 - Water Quality Event</i>				
P0110185	00207923	AM TEST INC	2021 WATER QUALITY SAMPLES	300.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT3200 - Water Pumps</i>				
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	15.38
<i>Org Key: MT3400 - Sewer Collection</i>				
P0111274	00207969	ONE 7 INC.	HYDRO END TUBE, DEDRIS CATCHER	2,884.63
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0111332	00207982	SYBIS	CYBERHOST: SUBSCRIPTION-BASED	1,476.44
P0111302	00207947	GRAINGER	BLOCK HEATER	159.03
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT3800 - Storm Drainage</i>				
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT3810 - NPDES Phase 2 Prog Developmt</i>				
P0109931	00207984	THE WATERSHED COMPANY	MI CATCH BASIN INVENTORY	3,961.50
<i>Org Key: MT4101 - Support Services - General Fd</i>				
P0111300	00207963	MERCER ISLAND REPORTER	PW RENEWAL OF MI REPORTER	70.00
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0111261	00207937	CINTAS CORPORATION #460	2021 PW COVERALL SERVICE	1,782.80
P0111256	00207989	UTILITIES UNDERGROUND LOCATION	2021 UTILITY LOCATES	267.03
P0111324	00207941	DATAQUEST LLC	Pre-employment Background Chec	94.50
P0111325	00207994	WORKSAFE SERVICE INC, A	Pre-employment Drug Testing	55.00
<i>Org Key: MT4200 - Building Services</i>				
P0111345	00207975	RAINIER BUILDING SERVICES	April CH and PW Janitorial Ser	5,126.11
P0111341	00207947	GRAINGER	BLUE CANS, DOLLIES & TOILET BR	403.31
P0111250	00207947	GRAINGER	DOOR BARRICADE SIGN	36.87
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	15.38
<i>Org Key: MT4300 - Fleet Services</i>				
P0111276	00207965	MI SCHOOL DISTRICT #400	2021 MISD SCHOOL DISTRICT FUEL	9,387.12
P0111224	00207953	IBS INC	MISC. HARDWARE (VEHICLE MAINT.	266.16
P0111264	00207945	GOODYEAR TIRE & RUBBER CO, THE	2021 TIRE INVENTORY	160.66
P0111273	00207936	CARQUEST AUTO PARTS STORES	2021 MONTHLY FLEET PARTS	120.14
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	15.38
<i>Org Key: MT4501 - Water Administration</i>				
P0107187	00207973	Power Engineers Inc.	PW ASSET MGMT UPDATE	1,223.37
<i>Org Key: MT4503 - Storm Water Administration</i>				
P0111208	00207955	KC FINANCE	KC DEPT OF NAT RESOURCES TRIME	4,339.33
<i>Org Key: MT6100 - Park Maintenance</i>				
P0111326	00207971	PART WORKS INC., THE	TWIN JUMBO TOILET TISSUE DISPE	595.91
P0111326	00207971	PART WORKS INC., THE	REPAIR KITS, COVERS & SEAL SPO	320.93
	00207986	TROY, BRIAN CASEY	work clothes	167.20
P0111261	00207937	CINTAS CORPORATION #460	PARKS 2021 COVERALL SERVICE	137.80
P0111339	00207951	HOME DEPOT CREDIT SERVICE	SPRING LINK & SCREW EYES	32.83
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
P0111315	00207951	HOME DEPOT CREDIT SERVICE	TRAILER WINCH	13.63

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
P0111338	00207932	BSN SPORT INC	SIFTING SCOOP	316.87
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.95
<i>Org Key: MT6600 - Park Maint School Fields</i>				
P0111233	00207948	GUARDIAN SECURITY SYSTEMS	SOUTH MERCER BATTING CAGE REPA	396.91
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	15.38
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0111265	00207949	H D FOWLER	MISC. IRRIGATION PARTS	1,135.16
P0111236	00207988	UNITED SITE SERVICES	BOAT LAUNCH TOILET RENTAL	535.98
P0111223	00207949	H D FOWLER	1-1/4" REPAIR PVC COUPLINGS	22.80
P0111224	00207953	IBS INC	MISC. HARDWARE (WAREHOUSE)	17.81
P0111265	00207949	H D FOWLER	CREDIT-RETURNED PARTS	-37.88
<i>Org Key: PA0109 - Aubrey Davis Park Trail Safety</i>				
P0110899	00207990	WA ST DEPT OF TRANSPORTATION	JZ AUBREY DAVIS PARK SAFETY	79.43
<i>Org Key: PA0122 - Luther Burbank Dock Repair &amp; R</i>				
P0107597	00207958	KPFF CONSULTING ENGINEERS	Floating Docs - Luther Burbank	1,615.00
<i>Org Key: PA0123 - Luther Burbank Minor Capital L</i>				
P0109261	00207926	ANCHOR QEA LLC	Luther Burbank Shoreline Aquat	1,207.25
<i>Org Key: PA122B - LB Shoreline Access Improvemen</i>				
P0107597	00207958	KPFF CONSULTING ENGINEERS	Access Improvements Luther Bur	200.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0111239	00207941	DATAQUEST LLC	EMAC Backgrounds for volunteer	212.00
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0111244	00207954	ISSAQUAH JAIL, CITY OF	Jail Housing Invoice - May 202	7,330.00
<i>Org Key: PO2100 - Patrol Division</i>				
P0111278	00207993	WESCOM	RADAR repair	154.14
<i>Org Key: PO2200 - Marine Patrol</i>				
P0111240	00207979	SEATTLE BARREL COMPANY	Polly Drums for Buoy Anchors -	220.20
P0111241	00207980	SECURITY SAFE & LOCK	MP Supplies - Keys for Boat -	18.72
<i>Org Key: PO2201 - Dive Team</i>				
	00207978	SCHROEDER, SCOTT W	DRIVE TANK VI STICKERS	264.15
P0111242	00207987	UNDERWATER SPORTS INC.	Dive Team Equipment Invoice #	168.45
<i>Org Key: PO2350 - Bike Patrol</i>				
	00207924	AMICI, DOMINIC	LODGING 4/11/21-4/15/21	962.04
	00207924	AMICI, DOMINIC	BIKE MECHANIC TRAINING PERDIEM	251.25
<i>Org Key: PR1100 - Administration (PR)</i>				
P0111333	00207938	CONSERVATION TECHNIX INC	PROS Plan Services (inv. 968)	9,975.88
<i>Org Key: PR4100 - Community Center</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111345	00207975	RAINIER BUILDING SERVICES	April MICEC Janitorial Service	2,496.77
P0111341	00207947	GRAINGER	GREEN CAN & DOLLY	170.22
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0111247	00207942	DEPT OF TRANSPORTATION	Invoice #RE 41 JZ0592 L008 Pla	3,652.25
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0111298	00207925	CHIP GEORGE INC	Water/Sewer Modem Parts /	1,891.02
P0111330	00207951	HOME DEPOT CREDIT SERVICE	POWERSET GAP FILLER & PIPE CLA	114.90
<i>Org Key: WG101B - Building Access Control</i>				
P0108586	00207928	Bellingham Lock & Safe	BUILDING ACCESS CONTROL SYSTEM	20,214.60
P0108586	00207928	Bellingham Lock & Safe	BUILDING ACCESS CONTROL SYSTEM	3,959.55
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0108114	00207935	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	57,126.25
<i>Org Key: WU0102 - SCADA System Replacement-Water</i>				
P0110385	00207927	BAINBRIDGE ISLAND ELECTRIC	21-01 SCADA WATER EQUIP REPLAC	23,895.54
P0111298	00207925	CHIP GEORGE INC	Water/Sewer Modem Parts /	886.75
<i>Org Key: WU0110 - 82 Ave SE, N of SE 24 St Water</i>				
P0110827	00207929	BLUELINE GROUP	2021 WATER SYSTEM IMPROVEMENTS	3,995.75
<i>Org Key: WU0116 - RRA/ ERP Updates &amp; Water Syste</i>				
P0109465	00207935	CAROLLO ENGINEERS INC	Risk & Resilience Assessment (	15,584.99
<i>Org Key: YF1100 - YFS General Services</i>				
P0111329	00207972	POLYLANG TRANSLATION SERV INC	Translation service for EA cli	50.00
P0111328	00207972	POLYLANG TRANSLATION SERV INC	Translation service for EA cli	45.00
P0111324	00207941	DATAQUEST LLC	Pre-employment Background Chec	26.50
<i>Org Key: YF1200 - Thrift Shop</i>				
P0111345	00207975	RAINIER BUILDING SERVICES	April Thrift Store Janitorial	351.92
<i>Org Key: YF2600 - Family Assistance</i>				
P0109894	00207956	KC HOUSING AUTHORITY	Rental Assistance for Emergenc	297.00
P0109894	00207956	KC HOUSING AUTHORITY	Rental Assistance for Emergenc	179.00
P0109894	00207956	KC HOUSING AUTHORITY	Rental Assistance for Emergenc	173.00

Total 321,670.91

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00207921	06/11/2021	ADAMS, RONALD E LEOFF1 Retiree Medical Expense	P0111334	060921	06/09/2021	102.69
00207922	06/11/2021	AIRGAS USA LLC Oxygen/Fire	P0111323	9113653265	05/25/2021	30.18
00207923	06/11/2021	AM TEST INC 2021 WATER QUALITY SAMPLES	P0110185	121840	06/09/2021	300.00
00207924	06/11/2021	AMICI, DOMINIC LODGING 4/11/21-4/15/21		060721PERDIEM	06/07/2021	1,213.29
00207925	06/11/2021	CHIP GEORGE INC Water/Sewer Modem Parts /	P0111298	4374	06/09/2021	2,777.77
00207926	06/11/2021	ANCHOR QEA LLC Luther Burbank Shoreline Aquat	P0109261	02352	05/28/2021	1,207.25
00207927	06/11/2021	BAINBRIDGE ISLAND ELECTRIC 21-01 SCADA WATER EQUIP REPLAC	P0110385	2	05/24/2021	23,895.54
00207928	06/11/2021	Bellingham Lock & Safe BUILDING ACCESS CONTROL SYSTEM	P0108586	289846	01/01/2021	24,174.15
00207929	06/11/2021	BLUELINE GROUP 2021 WATER SYSTEM IMPROVEMENTS	P0110827	21239	06/02/2021	3,995.75
00207930	06/11/2021	BOOTH, GLENDON D LEOFF1 Retiree Medical Expense	P0111335	060921	06/09/2021	154.88
00207931	06/11/2021	BRINKS INC May Armored Car Service	P0111275	4062151	05/31/2021	482.22
00207932	06/11/2021	BSN SPORT INC SIFTING SCOOP	P0111338	912829793	05/27/2021	316.87
00207933	06/11/2021	Cabot Dow Associates HR Bargaining Support May 2021	P0111306	OH014575	06/07/2021	875.00
00207934	06/11/2021	CANTERBURY DESIGNS CHROME PLATED BRASS LATCH HING	P0111340	CINV3867	06/08/2021	329.50
00207935	06/11/2021	CAROLLO ENGINEERS INC BOOSTER CHLORINATION SYSTEM	P0109465	FB10636	05/21/2021	72,711.24
00207936	06/11/2021	CARQUEST AUTO PARTS STORES 2021 MONTHLY FLEET PARTS	P0111273	OH014574	05/31/2021	120.14
00207937	06/11/2021	CINTAS CORPORATION #460 2021 PW COVERALL SERVICE	P0111261	OH014573	06/10/2021	1,920.60
00207938	06/11/2021	CONSERVATION TECHNIX INC PROS Plan Services (inv. 968)	P0111333	968	06/01/2021	9,975.88
00207939	06/11/2021	CORRECTIONAL INDUSTRIES ACCTG INVENTORY PURCHASES	P0111297	T085098	06/03/2021	1,562.27
00207940	06/11/2021	CULLIGAN SEATTLE WA Water Service/Fire	P0111318	672721	05/31/2021	208.73
00207941	06/11/2021	DATAQUEST LLC Pre-employment Background Chec	P0111239	15014	05/31/2021	492.00
00207942	06/11/2021	DEPT OF TRANSPORTATION Invoice #RE 41 JZ0592 L008 Pla	P0111247	RE41JZ0592L008	05/17/2021	3,652.25
00207943	06/11/2021	EASTSIDE FIRE & RESCUE Interim Chief Services/May 202	P0111321	4028	05/27/2021	19,093.81
00207944	06/11/2021	GEMPLER'S INC INVENTORY PURCHASES	P0111279	0004470554/458	05/25/2021	1,722.41
00207945	06/11/2021	GOODYEAR TIRE & RUBBER CO, THE 2021 TIRE INVENTORY	P0111264	195-1158363	06/04/2021	160.66
00207946	06/11/2021	GOV'T LEASING & FINANCE INC Lease Interest payment - Fire	P0111266	443306659	05/14/2021	42,768.04

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00207947	06/11/2021	GRAINGER INVENTORY PURCHASES	P0111250	9920017119	06/02/2021	1,305.71
00207948	06/11/2021	GUARDIAN SECURITY SYSTEMS SOUTH MERCER BATTING CAGE REPA	P0111233	1133308	05/17/2021	396.91
00207949	06/11/2021	H D FOWLER MISC. IRRIGATION PARTS	P0111223	I5794258	05/27/2021	1,120.08
00207950	06/11/2021	HAGSTROM, CRAIG LEOFF1 Retiree Medical Expense	P0111336	060921	06/09/2021	245.99
00207951	06/11/2021	HOME DEPOT CREDIT SERVICE TRAILER WINCH	P0111330	2015883	06/09/2021	161.36
00207952	06/11/2021	HONEYWELL, MATTHEW V Invoice #1215 5/18/2021	P0111248	1217	05/25/2021	2,500.00
00207953	06/11/2021	IBS INC MISC. HARDWARE (WAREHOUSE)	P0111224	OH014572	05/06/2021	693.21
00207954	06/11/2021	ISSAQUAH JAIL, CITY OF Jail Housing Invoice - May 202	P0111244	21000209	06/02/2021	7,330.00
00207955	06/11/2021	KC FINANCE KC DEPT OF NAT RESOURCES TRIME	P0111208	112259	05/26/2021	4,339.33
00207956	06/11/2021	KC HOUSING AUTHORITY Rental Assistance for Emergenc	P0109894	050121B	05/01/2021	649.00
00207957	06/11/2021	KING COUNTY TREASURY PROJECT # 1135621 / RSD SGNL 8	P0111206	111945-111947	04/30/2021	926.77
00207958	06/11/2021	KPFF CONSULTING ENGINEERS Floating Docs - Luther Burbank	P0107597	374884	05/19/2021	1,815.00
00207959	06/11/2021	LANGUAGE LINE SERVICES Language Line invoice #1024756	P0111271	10247563	05/31/2021	11.37
00207960	06/11/2021	LN CURTIS & SONS Helmet Straps	P0111319	INV494393	05/28/2021	94.11
00207961	06/11/2021	MAGNAS LLC LONG DISTANCE CALLING 5/31/21	P0111283	053121	05/31/2021	106.47
00207962	06/11/2021	MARTEN LAW Invoice #44091632 Professional	P0111246	44091633	05/10/2021	1,567.50
00207963	06/11/2021	MERCER ISLAND REPORTER PW RENEWAL OF MI REPORTER	P0111300	MI-167108-5/27	05/27/2021	70.00
00207964	06/11/2021	METROPRESORT MAY 2021 E-SERVICE CHARGE PORT	P0111280	IN633758	06/04/2021	580.42
00207965	06/11/2021	MI SCHOOL DISTRICT #400 2021 MISD SCHOOL DISTRICT FUEL	P0111276	2021-05.31FUEL	06/04/2021	9,387.12
00207966	06/11/2021	MOBERLY AND ROBERTS Invoice #969 Professional Serv	P0111253	969	06/01/2021	7,095.46
00207967	06/11/2021	MYERS, JAMES S LEOFF1 Retiree Medical Expense	P0111337	060921	06/09/2021	133.99
00207968	06/11/2021	Northwest Barricade PAIR TEMPORARY TRAFFIC SIGNAL	P0111272	21-18914	06/02/2021	5,075.61
00207969	06/11/2021	ONE 7 INC. HYDRO END TUBE, DEDRIS CATCHER	P0111274	2007062664	04/09/2021	2,884.63
00207970	06/11/2021	PACIFICA LAW GROUP LLP Ballot Measure Professional	P0111254	67755	05/11/2021	15,867.00
00207971	06/11/2021	PART WORKS INC., THE TWIN JUMBO TOILET TISSUE DISPE	P0111326	INV68274	06/08/2021	916.84
00207972	06/11/2021	POLYLANG TRANSLATION SERV INC Translation service for EA cli	P0111329	CM1210401	04/28/2021	95.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00207973	06/11/2021	Power Engineers Inc. PW ASSET MGMT UPDATE	P0107187	409687	05/20/2021	1,223.37
00207974	06/11/2021	Progress Software Corporation FTP Annual Renewal	P0111243	20011675	06/08/2021	1,767.60
00207975	06/11/2021	RAINIER BUILDING SERVICES April CH and PW Janitorial Ser	P0111345	18-1520	05/04/2021	7,974.80
00207976	06/11/2021	RICOH USA INC Cost Per Copy/Fire	P0111322	5062114653	06/01/2021	154.37
00207977	06/11/2021	Royal Restrooms of Washington PUMPOUT TRAILER 5/3 AND 5/10	P0111267	2105035	05/18/2021	500.00
00207978	06/11/2021	SCHROEDER, SCOTT W DRIVE TANK VI STICKERS		050921	05/09/2021	264.15
00207979	06/11/2021	SEATTLE BARREL COMPANY Polly Drums for Buoy Anchors -	P0111240	53598	05/28/2021	220.20
00207980	06/11/2021	SECURITY SAFE & LOCK MP Supplies - Keys for Boat -	P0111241	559802	05/28/2021	18.72
00207981	06/11/2021	Smarsh Inc. Increase license count to 119	P0111115	INV00660916	05/31/2021	1,128.61
00207982	06/11/2021	SYBIS CYBERHOST: SUBSCRIPTION-BASED	P0111332	1618	05/18/2021	2,952.88
00207983	06/11/2021	SYSTEMS DESIGN WEST LLC Transport Billing Fees - 05/20	P0111320	20211147	06/07/2021	1,188.95
00207984	06/11/2021	THE WATERSHED COMPANY MI CATCH BASIN INVENTORY	P0109931	2021-0415	03/10/2021	3,961.50
00207985	06/11/2021	TRANSPORTATION SYSTEMS INC ROW UNIT PRICED ELECTRICAL REP	P0111207	5141	05/19/2021	11,160.29
00207986	06/11/2021	TROY, BRIAN CASEY work clothes		060321	06/03/2021	167.20
00207987	06/11/2021	UNDERWATER SPORTS INC. Dive Team Equipment Invoice #	P0111242	20022550	05/27/2021	168.45
00207988	06/11/2021	UNITED SITE SERVICES BOAT LAUNCH TOILET RENTAL	P0111236	INV-00120853	05/10/2021	535.98
00207989	06/11/2021	UTILITIES UNDERGROUND LOCATION 2021 UTILITY LOCATES	P0111256	1050179	05/31/2021	267.03
00207990	06/11/2021	WA ST DEPT OF TRANSPORTATION JZ AUBREY DAVIS PARK SAFETY	P0110899	RE41JZ1035L002	05/17/2021	79.43
00207991	06/11/2021	WALLACE, THOMAS LEOFF1 Retiree Medical Expense	P0111262	060421	06/04/2021	6,000.00
00207992	06/11/2021	WALTER E NELSON CO INVENTORY PURCHASES	P0111317	809539	05/25/2021	2,116.24
00207993	06/11/2021	WESCOM RADAR repair	P0111278	23462	05/21/2021	154.14
00207994	06/11/2021	WORKSAFE SERVICE INC, A Pre-employment Drug Testing	P0111325	306363	05/31/2021	55.00
					Total	321,670.91



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	207995-208114	6/18/2021	\$234,179.54
			\$234,179.54

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0111363	00208062	H D FOWLER	INVENTORY PURCHASES	2,235.82
P0111167	00208036	SUPPLY SOURCE INC,THE	INVENTORY PURCHASES	1,236.49
	00208038	VANOVER, BRIAN	REFUND OVERPAY 0083436002	764.42
P0111238	00207995	A.M. LEONARD INC	INVENTORY PURCHASES	598.11
	00208073	MEILAN CHEN & YONG SU	REFUND OVERPAY 0088669001	463.86
	00208058	EVERED, THOMAS	REFUND OVERPAY 005246510	445.44
	00208071	LAWLER, MIDORI	REFUND OVERPAY 00112974002	384.09
P0111190	00208028	GRAINGER	INVENTORY PURCHASES	273.05
	00208032	LAU, JAMES & VIENA	REFUND OVERPAY 00941227504	246.92
	00208037	VALLEM, MALLIKARJUNA	REFUND OVERPAY 00414063005	178.55
	00208030	HANCOCK, JAN	REFUND OVERPAY 00400010702	165.59
	00208029	HAGEN, LOIS	REFUND OVERPAY 009514110	94.60
	00208040	ZHANG, RENJIAN	REFUND OVERPAY 00673860005	89.53
	00207997	BINGLEY, J ELIZABETH	REFUND OVERPAY 01040540001	29.73
P0111366	00208041	A.M. LEONARD INC	INVENTORY PURCHASES	22.86
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00208077	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	237.50
<i>Org Key: 814076 - City &amp; Counties Local 21M</i>				
	00208110	WSCCCE AFSCME AFL-CIO	PAYROLL EARLY WARRANTS	2,271.75
<i>Org Key: 814077 - Police Association</i>				
	00208087	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,354.79
<i>Org Key: AS1100 - Administrative Services</i>				
P0111268	00208039	VERIZON WIRELESS	VERIZON ANGIE/ALI HS APR24-MAY	82.04
<i>Org Key: CA1100 - Administration (CA)</i>				
P0111357	00208072	Madrona Law Group, PPLC	Invoice #10787 Professional	18,568.00
<i>Org Key: CA1150 - Attorney-Litigation</i>				
P0111357	00208072	Madrona Law Group, PPLC	Invoice #10788 Professional	6,552.00
P0111358	00208099	The Fearey Group Inc.	Invoice #May 2021-171 Professi	431.81
<i>Org Key: CA1200 - Prosecution &amp; Criminal Mngmnt</i>				
P0111055	00208083	MOBERLY AND ROBERTS	Invoice #963	7,095.46
P0111362	00208065	HONEYWELL, MATTHEW V	Invoice #1219 Professional Ser	300.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR 24-MAY23	31.99
P0111401	00208050	COMPLETE OFFICE	OFFICE SUPPLIES MAY 2021	26.05
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	2.36
<i>Org Key: CR1100 - Human Resources</i>				
P0111346	00208066	HR COMPENSATION CON	Class/Comp Study Professional	23,184.00
P0111364	00208097	Stephanie Brown	Bargaining Professional Servic	743.75
	00208096	SPIETZ, ALLISON	STARBUCKS - EE REC GIFT A.L.	25.00
<i>Org Key: CT1100 - Municipal Court</i>				
P0111375	00208061	Gregory, Jeff	Pro Tem Judge - 6/14/21 - 6 hr	300.00
<i>Org Key: DS0000 - Development Services-Revenue</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00208046	BOWIE ELECTRIC SRVC & SUPPLY	CANCELED PROJECT	199.20
<i>Org Key: DS1100 - Administration (DS)</i>				
P0111372	00208104	VERIZON WIRELESS	VERIZON WIRELESS CM APR 24-MAY	661.16
P0111269	00208039	VERIZON WIRELESS	VERIZON CPD APR24-MAY23	492.69
P0111372	00208104	VERIZON WIRELESS	VERIZON WIRELESS CM APR 24-MAY	220.39
P0111171	00208031	HOME DEPOT CREDIT SERVICE	48" WOODEN STAKES (12 PK)	164.93
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	87.89
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	85.86
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	87.89
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	85.86
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	87.88
P0111359	00208076	METROPRESORT	JUNE 2021 PRINTING & MAILING O	85.86
<i>Org Key: FR1100 - Administration (FR)</i>				
	00208019	CENTURYLINK	FIRE STATION 92 T1	1,599.12
	00208026	CENTURYLINK	MAIN FIRE STATION FD#7	195.40
<i>Org Key: FR2100 - Fire Operations</i>				
P0111270	00208039	VERIZON WIRELESS	VERIZON FIRE APR24-MAY23	887.24
<i>Org Key: FR2400 - Fire Suppression</i>				
P0111377	00208074	MERCER ISLAND CHEVRON	FUEL FOR PORTABLE EQUIPMENT	11.88
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0111385	00208112	XEROX CORPORATION	Copier Rental Fees April 2021	1,559.26
P0111354	00208113	Xerox Financial Services	Copier Rental Fees June 2021 I	1,031.64
P0111384	00208113	Xerox Financial Services	Copier Rental Fees May 2021 IN	421.69
P0111402	00208050	COMPLETE OFFICE	OFFICE SUPPLIES JUNE 2021	390.11
P0111401	00208050	COMPLETE OFFICE	OFFICE SUPPLIES MAY 2021	48.76
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P0111408	00208053	DEVENY, JAN P	LEOFF1 Retiree Medical Expense	3,475.50
P0111405	00208052	DEEDS, EDWARD G	LEOFF1 Retiree Medical Expense	329.83
P0111404	00208044	AUGUSTSON, THOR	LEOFF1 Retiree Medical Expense	245.06
P0111406	00208057	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	131.88
P0111407	00208095	SMITH, RICHARD	LEOFF1 Retiree Medical Expense	60.00
P0111408	00208053	DEVENY, JAN P	LEOFF1 Retiree Medical Expense	39.00
P0111408	00208053	DEVENY, JAN P	LEOFF1 Retiree Medical Expense	34.36
<i>Org Key: GGX620 - Custodial Disbursements</i>				
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	3,505.46
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	2,417.51
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	2,238.88
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	1,766.26
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	1,660.03
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	1,089.49
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	910.96

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	722.22
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	360.69
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	351.01
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	264.21
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	144.04
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	132.03
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	112.91
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	109.98
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	62.17
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	62.16
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	37.17
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	33.33
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	33.33
P0111360	00208105	WA ST TREASURER'S OFFICE	Remit MI Court Fees	25.38
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	16.20
P0111361	00208105	WA ST TREASURER'S OFFICE	Remit NC Court Fees	5.25

**Org Key: IGV012 - MW Pool Operation Subsidy**

P0111166	00208082	MI SCHOOL DISTRICT #400	MI POOL OPERATION SUBSIDY 2021	12,104.50
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**Org Key: IS2100 - IGS Network Administration**

P0111119	00208067	ISSQUARED INC.	Cisco Renewals, ASA, AnyConnec	2,349.92
P0110791	00208068	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,122.00
	00208018	CENTURYLINK	COMMUNITY CENTER BACKUP PER T1	663.94
	00208006	CENTURYLINK	PRI SPAN	648.99
	00208025	CENTURYLINK	TRUNKS & BILLING (PRI)	584.85
	00208012	CENTURYLINK	FIRE STAT 92	202.84
	00208027	CENTURYLINK	FIRE STATION 91 BACKUP PRI TES	136.12
	00208009	CENTURYLINK	COMMUNITY CENTER	124.83
	00208024	CENTURYLINK	OPX LINES - 16/32	73.10
	00208014	CENTURYLINK	MAINTENANCE 911 BACKUP LINE	71.21
	00208015	CENTURYLINK	FIRE/BURGLAR ALARM	68.08
	00208007	CENTURYLINK	THRIFT SHOP 911 BACKUP LINE	67.45
	00208011	CENTURYLINK	LUTHER BURBANK 911 BACKUP LINE	67.45
	00208013	CENTURYLINK	FIRE STATION 92 ELEVATOR ALARM	65.22
	00207998	CENTURYLINK	FIRE/BURGLAR ALARM	61.08
	00208000	CENTURYLINK	FIRE/BURGLAR ALARM	61.08
	00208017	CENTURYLINK	PUBLIC WORKS RADIO	23.78

**Org Key: MT2100 - Roadway Maintenance**

	00208034	PUGET SOUND ENERGY	PSE MAY 2021	6,129.32
P0111260	00208049	COLUMBIA BANK	ROW DEPT ELECTRICAL - RETAINGE	1,240.03

**Org Key: MT2300 - Planter Bed Maintenance**

P0111356	00208085	PACIFIC PLANTS INC	MISC. PLANTS	21,368.10
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**Org Key: MT3100 - Water Distribution**

P0111365	00208092	S&B INC	EMERGENCY SERVICE CALL ON 1/9/	1,150.00
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**Org Key: MT3200 - Water Pumps**

	00208034	PUGET SOUND ENERGY	PSE MAY 2021	2,565.44
	00207999	CENTURYLINK	MAIN FIRE STATION	59.74

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00208001	CENTURYLINK	SOUTH END FIRE STATION	59.74
	00208003	CENTURYLINK	MAIN WATER RESERVOIR	59.74
	00208005	CENTURYLINK	BOOSTER PUMP STATION	59.74
<i>Org Key: MT3400 - Sewer Collection</i>				
P0111374	00208056	EJ USA INC	6" X 24" RINGS & COVER "SEWER"	3,377.87
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	3,098.80
P0111378	00208043	AT&T MOBILITY	2021 TELEMETRY	774.80
	00208016	CENTURYLINK	UTILITIES DEPARTMENT	212.40
	00208021	CENTURYLINK	UTILITIES DEPARTMENT	168.64
	00208020	CENTURYLINK	UTILITIES DEPARTMENT	124.45
<i>Org Key: MT3800 - Storm Drainage</i>				
P0111367	00208103	UNITED RENTALS NORTH AMERICA	MINI EXCAVATOR RENTAL	2,523.61
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0111282	00208039	VERIZON WIRELESS	VERIZON PW APR 24-MAY23	4,059.88
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	87.04
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	82.96
P0111402	00208050	COMPLETE OFFICE	OFFICE SUPPLIES JUNE 2021	49.50
<i>Org Key: MT4200 - Building Services</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	5,703.77
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	1,205.02
P0111368	00208060	GRAINGER	SOAP DISPENSERS, MOP BUCKETS &	345.14
P0111370	00208054	EASTSIDE EXTERMINATORS	EXTERMINATION SERVICES	246.56
P0111351	00208098	SUPPLY SOURCE INC,THE	JANITOR SUPPLIES	239.41
P0111172	00208028	GRAINGER	JANITOR SUPPLIES	118.15
P0111353	00208079	MI HARDWARE - P&R	MISC. HARDWARE FOR THE MONTH O	16.92
<i>Org Key: MT4300 - Fleet Services</i>				
P0111377	00208074	MERCER ISLAND CHEVRON	FUEL	1,253.63
P0111376	00208047	CALIBER - BELLEVUE	BODY REPAIR FOR FL-0474	1,012.84
P0111232	00207996	AUTONATION INC	FLEET PARTS	829.21
P0111232	00207996	AUTONATION INC	REPAIR FOR VEC. 506	840.53
P0111299	00208094	SEATTLE BOAT COMPANY	Patrol 14 Fuel - 5/30/2021 - 1	596.31
P0111299	00208094	SEATTLE BOAT COMPANY	Patrol 11 Fuel - 5/30/2021 - 6	473.05
P0111299	00208094	SEATTLE BOAT COMPANY	Patrol 11 Fuel - 5/23/2021 - 5	473.05
P0111257	00208033	NAPA AUTO PARTS	REPAIR PARTS	149.13
P0111349	00208088	PRAXAIR DISTRIBUTION INC	2021 ACETYLEN & OXYGEN TANK RE	62.18
<i>Org Key: MT4501 - Water Administration</i>				
	00208004	CENTURYLINK	RESERVOIR FIRE/BURGALUR ALARM	63.47
<i>Org Key: MT6100 - Park Maintenance</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	1,599.30
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	556.22
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	424.07
P0111352	00208078	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	38.69
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111205	00208039	VERIZON WIRELESS	VERION MAR 24-APR23	137.15
	00208022	CENTURYLINK	BATTING CAGE DSL	84.36
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	62.03
P0111352	00208078	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	21.37
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	617.32
	00208010	CENTURYLINK	LUTHER BURBANK PARK	129.50
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	82.04
	00208008	CENTURYLINK	LUTHER BURBANK PARK	64.74
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR 23	42.08
<i>Org Key: MT6600 - Park Maint School Fields</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	350.90
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 23-APR24	20.01
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	20.00
<i>Org Key: MT6800 - Trails Maintenance</i>				
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	40.01
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	40.01
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	40.01
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	143.12
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	91.45
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	35.43
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	32.42
P0111352	00208078	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	15.98
<i>Org Key: PA0100 - Open Space Management</i>				
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 24-APR23	42.03
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	42.03
<i>Org Key: PO1100 - Administration (PO)</i>				
P0111310	00208045	AXON ENTERPRISE INC	Taser Contract 3 year - Invoice	12,155.04
P0111402	00208050	COMPLETE OFFICE	OFFICE SUPPLIES JUNE 2021	138.44
P0111401	00208050	COMPLETE OFFICE	OFFICE SUPPLIES MAY 2021	101.52
P0111303	00208108	WASPC	WASPC Dues - Commander Magnost	75.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0111314	00208090	REMOTE SATELLITE SYSTEMS INT'L	EMAC Sat Phone Service - Invoi	54.00
<i>Org Key: PO1700 - Records and Property</i>				
P0111312	00208107	WASHINGTON STATE PATROL	CPL Backgrounds - invoice #	177.25
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0111391	00208093	SCORE	June Jail Housing - Invoice #	3,128.00
P0111399	00208069	KING COUNTY FINANCE	Jail Maintenance Fees - Invoice	210.19
<i>Org Key: PO2100 - Patrol Division</i>				
P0111392	00208075	MERCER ISLAND TOWING	Patrol Impound - CS# 2021-4071	354.52
P0111393	00208048	CLEANERS PLUS 1	Patrol uniform cleaning - Invo	253.66
P0111389	00208114	ZEE MEDICAL	Medical Cabinet Supplies - Inv	183.46
P0111304	00208080	MI HARDWARE - POLICE	Patrol Supplies - Invoices: 14	158.78

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0111395	00208070	KROESENS UNIFORM COMPANY	Patrol Uniform Supplies - Invo	121.26
P0111309	00208111	WSDA-FOOD SAFETY PROGRAM	Evidence Scale Inspection and	33.60
<i>Org Key: PO2200 - Marine Patrol</i>				
P0111388	00208106	WASHINGTON CHAIN & SUPPLY INC	Chain Order for Lake Buoys -	1,012.92
P0111397	00208059	FISHERIES SUPPLY	Boat Supplies - Invoice # 5714	553.15
P0111396	00208109	WEST MARINE PRO	Marine Patrol Supplies - Invoi	157.82
P0111307	00208059	FISHERIES SUPPLY	Marine Patrol Supplies - GFI -	40.90
<i>Org Key: PO2201 - Dive Team</i>				
P0111305	00208084	OCCUPATIONAL HEALTH CTRS OF WA	Dive Physicals: FF Pearson -	1,850.00
P0111372	00208104	VERIZON WIRELESS	CM EQUIPMENT CHARGES	605.54
P0111301	00208102	UNDERWATER SPORTS INC.	Dive Team Equipment - Invoice	328.04
P0111308	00208102	UNDERWATER SPORTS INC.	Dive Team Equipment Repair/ser	266.33
<i>Org Key: PO3100 - Investigation Division</i>				
P0111313	00208101	THOMSON REUTERS - WEST	West Investigative Services -	442.91
<i>Org Key: PO4100 - Firearms Training</i>				
P0111394	00208089	PROFORCE LAW ENFORCEMENT	Firearm Supplies - Invoice # 5	2,871.34
	00208042	AMICI, DOMINIC	RENTON FISH & GAME RANGE MEMBE	525.00
<i>Org Key: PO4300 - Police Training</i>				
	00208064	HERZOG, DAVID	FUEL/PERDIEM LESS LETHAL TRAIN	440.91
<i>Org Key: PR1100 - Administration (PR)</i>				
P0111373	00208104	VERIZON WIRELESS	VERIZON WIRELESS APR24-MAY23 P	124.49
P0111205	00208039	VERIZON WIRELESS	VERIZON MAR 23-APR24	104.60
<i>Org Key: PR4100 - Community Center</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	2,790.17
	00208002	CENTURYLINK	COMMUNITY CENTER 911 ID LINE	61.08
<i>Org Key: ST0020 - ST Long Term Parking</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	13.90
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0111350	00208086	PLATT ELECTRIC	MISC. ELECTRICAL FITTINGS	439.13
P0111355	00208081	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	19.51
<i>Org Key: WS713T - SCADA System Upgrade</i>				
P0111255	00208031	HOME DEPOT CREDIT SERVICE	DRILL BITS & WING NUT TEST PLU	80.11
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0102980	00208063	HDR ENGINEERING INC	WATER METER REPLACEMENT	2,434.72
<i>Org Key: YF1100 - YFS General Services</i>				
P0111347	00208055	EASTSIDE HUMAN SERVICES FORUM	Membership to EHSF for 2021	1,000.00
P0111371	00208104	VERIZON WIRELESS	VERIZON APR 24-MAY23 YFS	695.53
<i>Org Key: YF1200 - Thrift Shop</i>				
	00208034	PUGET SOUND ENERGY	PSE MAY 2021	366.32
P0111191	00208035	QUENCH USA INC	Thrift Store Quench 750 billin	237.82
	00208023	CENTURYLINK	THRIFT SHOP ALARMS	207.13

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: YF2600 - Family Assistance</i>				
P0111398	00208051	CREST APARTMENT LLC	Rental assistance for EA clien	2,000.00
<i>Org Key: YF2850 - Federal SPF Grant</i>				
P0111400	00208091	RESCUE AGENCY	Youth campaign launch support	10,000.00
P0111348	00208100	The NW Pinnacle Group Inc	Incredible years parenting ser	5,000.00
Total				234,179.54



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00207995	06/15/2021	A.M. LEONARD INC INVENTORY PURCHASES	P0111238	C121198148/4556	05/18/2021	598.11
00207996	06/15/2021	AUTONATION INC REPAIR FOR VEC. 506	P0111232	OH014576	06/02/2021	1,669.74
00207997	06/15/2021	BINGLEY, J ELIZABETH REFUND OVERPAY 01040540001		052721	05/27/2021	29.73
00207998	06/15/2021	CENTURYLINK FIRE/BURGLAR ALARM		1230-MAY21	05/20/2021	61.08
00207999	06/15/2021	CENTURYLINK MAIN FIRE STATION		4129-JUN21	05/20/2021	59.74
00208000	06/15/2021	CENTURYLINK FIRE/BURGLAR ALARM		3500-MAY21	05/20/2021	61.08
00208001	06/15/2021	CENTURYLINK SOUTH END FIRE STATION		4130-JUN21	05/20/2021	59.74
00208002	06/15/2021	CENTURYLINK COMMUNITY CENTER 911 ID LINE		8035-MAY21	05/20/2021	61.08
00208003	06/15/2021	CENTURYLINK MAIN WATER RESERVOIR		4212-JUN21	05/20/2021	59.74
00208004	06/15/2021	CENTURYLINK RESERVOIR FIRE/BURGALUR ALARM		8462-MAY21	05/20/2021	63.47
00208005	06/15/2021	CENTURYLINK BOOSTER PUMP STATION		9073-JUN21	05/20/2021	59.74
00208006	06/15/2021	CENTURYLINK PRI SPAN		2071-MAY21	05/20/2021	648.99
00208007	06/15/2021	CENTURYLINK THRIFT SHOP 911 BACKUP LINE		0818-MAY21	05/20/2021	67.45
00208008	06/15/2021	CENTURYLINK LUTHER BURBANK PARK		0920-MAY21	05/20/2021	64.74
00208009	06/15/2021	CENTURYLINK COMMUNITY CENTER		0994-MAY21	05/20/2021	124.83
00208010	06/15/2021	CENTURYLINK LUTHER BURBANK PARK		1366-MAY21	05/20/2021	129.50
00208011	06/15/2021	CENTURYLINK LUTHER BURBANK 911 BACKUP LINE		2017-MAY21	05/20/2021	67.45
00208012	06/15/2021	CENTURYLINK FIRE STAT 92		2782-MAY21	05/20/2021	202.84
00208013	06/15/2021	CENTURYLINK FIRE STATION 92 ELEVATOR ALARM		2988-MAY21	05/20/2021	65.22
00208014	06/15/2021	CENTURYLINK MAINTENANCE 911 BACKUP LINE		8350-MAY21	05/20/2021	71.21
00208015	06/15/2021	CENTURYLINK FIRE/BURGLAR ALARM		9598-MAY21	05/20/2021	68.08
00208016	06/15/2021	CENTURYLINK UTILITIES DEPARTMENT		6987-MAY21	05/20/2021	212.40
00208017	06/15/2021	CENTURYLINK PUBLIC WORKS RADIO		6646-MAY21	05/20/2021	23.78
00208018	06/15/2021	CENTURYLINK COMMUNITY CENTER BACKUP PER T1		5359-MAY21	05/20/2021	663.94
00208019	06/15/2021	CENTURYLINK FIRE STATION 92 T1		8993-MAY21	05/20/2021	1,599.12
00208020	06/15/2021	CENTURYLINK UTILITIES DEPARTMENT		6989-MAY21	05/20/2021	124.45

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00208021	06/15/2021	CENTURYLINK UTILITIES DEPARTMENT		6988-MAY21	05/20/2021	168.64
00208022	06/15/2021	CENTURYLINK BATTING CAGE DSL		0689-JUN21	05/20/2021	84.36
00208023	06/15/2021	CENTURYLINK THRIFT SHOP ALARMS		4207-JUN21	05/20/2021	207.13
00208024	06/15/2021	CENTURYLINK OPX LINES - 16/32		3249-JUN21	05/20/2021	73.10
00208025	06/15/2021	CENTURYLINK TRUNKS & BILLING (PRI)		3600-JUN21	05/20/2021	584.85
00208026	06/15/2021	CENTURYLINK MAIN FIRE STATION FD#7		0834-JUN21	05/20/2021	195.40
00208027	06/15/2021	CENTURYLINK FIRE STATION 91 BACKUP PRI TES		6081-JUN21	05/20/2021	136.12
00208028	06/15/2021	GRAINGER INVENTORY PURCHASES	P0111172	9914563631	05/26/2021	391.20
00208029	06/15/2021	HAGEN, LOIS REFUND OVERPAY 009514110		052721	05/27/2021	94.60
00208030	06/15/2021	HANCOCK, JAN REFUND OVERPAY 00400010702		052721	05/27/2021	165.59
00208031	06/15/2021	HOME DEPOT CREDIT SERVICE 48" WOODEN STAKES (12 PK)	P0111255	8521977	06/03/2021	245.04
00208032	06/15/2021	LAU, JAMES & VIENA REFUND OVERPAY 00941227504		052721	05/27/2021	246.92
00208033	06/15/2021	NAPA AUTO PARTS REPAIR PARTS	P0111257	OH014577	05/31/2021	149.13
00208034	06/15/2021	PUGET SOUND ENERGY PSE MAY 2021		061421	05/24/2021	24,615.80
00208035	06/15/2021	QUENCH USA INC Thrift Store Quench 750 billin	P0111191	INV03153339	06/01/2021	237.82
00208036	06/15/2021	SUPPLY SOURCE INC,THE INVENTORY PURCHASES	P0111167	2101319	05/19/2021	1,236.49
00208037	06/15/2021	VALLEM, MALLIKARJUNA REFUND OVERPAY 00414063005		052721	05/27/2021	178.55
00208038	06/15/2021	VANOVER, BRIAN REFUND OVERPAY 0083436002		052821	05/28/2021	764.42
00208039	06/15/2021	VERIZON WIRELESS VERIZON ANGIE/ALI HS APR24-MAY	P0111205	9878269311	04/23/2021	6,684.81
00208040	06/15/2021	ZHANG, RENJIAN REFUND OVERPAY 00673860005		052721	05/27/2021	89.53
00208041	06/18/2021	A.M. LEONARD INC INVENTORY PURCHASES	P0111366	CI21205768/64556	06/08/2021	22.86
00208042	06/18/2021	AMICI, DOMINIC RENTON FISH & GAME RANGE MEMBE		060921	06/09/2021	525.00
00208043	06/18/2021	AT&T MOBILITY 2021 TELEMETRY	P0111378	437X06132021	06/13/2021	774.80
00208044	06/18/2021	AUGUSTSON, THOR LEOFF1 Retiree Medical Expense	P0111404	061721	06/17/2021	245.06
00208045	06/18/2021	AXON ENTERPRISE INC Taser Contract 3 year - Invoic	P0111310	SI-1737654	05/15/2021	12,155.04
00208046	06/18/2021	BOWIE ELECTRIC SRVC & SUPLY CANCELED PROJECT		2104-128	05/26/2021	199.20

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00208047	06/18/2021	CALIBER - BELLEVUE BODY REPAIR FOR FL-0474	P0111376	2901042649	05/28/2021	1,012.84
00208048	06/18/2021	CLEANERS PLUS 1 Patrol uniform cleaning - Invo	P0111393	73205	06/01/2021	253.66
00208049	06/18/2021	COLUMBIA BANK ROW DEPT ELECTRICAL - RETAINGE	P0111260	RET-5141	05/19/2021	1,240.03
00208050	06/18/2021	COMPLETE OFFICE OFFICE SUPPLIES MAY 2021	P0111402	060121	06/01/2021	754.38
00208051	06/18/2021	CREST APARTMENT LLC Rental assistance for EA clien	P0111398	OH014578	06/16/2021	2,000.00
00208052	06/18/2021	DEEDS, EDWARD G LEOFF1 Retiree Medical Expense	P0111405	061721	06/17/2021	329.83
00208053	06/18/2021	DEVENY, JAN P LEOFF1 Retiree Medical Expense	P0111408	061721	06/17/2021	3,548.86
00208054	06/18/2021	EASTSIDE EXTERMINATORS EXTERMINATION SERVICES	P0111370	577903	06/10/2021	246.56
00208055	06/18/2021	EASTSIDE HUMAN SERVICES FORUM Membership to EHSF for 2021	P0111347	EHSFMEMBER2021	06/03/2021	1,000.00
00208056	06/18/2021	EJ USA INC 6" X 24" RINGS & COVER "SEWER"	P0111374	110210039453	06/07/2021	3,377.87
00208057	06/18/2021	ELSOE, RONALD LEOFF1 Retiree Medical Expense	P0111406	061721	06/17/2021	131.88
00208058	06/18/2021	EVERED, THOMAS REFUND OVERPAY 005246510		OH014588	06/10/2021	445.44
00208059	06/18/2021	FISHERIES SUPPLY Boat Supplies - Invoice # 5714	P0111307	570627	06/04/2021	594.05
00208060	06/18/2021	GRAINGER SOAP DISPENSERS, MOP BUCKETS &	P0111368	9930762621/62613	06/11/2021	345.14
00208061	06/18/2021	Gregory, Jeff Pro Tem Judge - 6/14/21 - 6 hr	P0111375	061421	06/14/2021	300.00
00208062	06/18/2021	H D FOWLER INVENTORY PURCHASES	P0111363	I5794364	05/27/2021	2,235.82
00208063	06/18/2021	HDR ENGINEERING INC WATER METER REPLACEMENT PROGRA	P0102980	1200352337	06/03/2021	2,434.72
00208064	06/18/2021	HERZOG, DAVID FUEL/PERDIEM LESS LETHAL TRAIN		061321	06/13/2021	440.91
00208065	06/18/2021	HONEYWELL, MATTHEW V Invoice #1219 Professional Ser	P0111362	1219	06/08/2021	300.00
00208066	06/18/2021	HR COMPENSATION CON Class/Comp Study Professional	P0111346	MERC21_01	06/09/2021	23,184.00
00208067	06/18/2021	ISSQUARED INC. Cisco Renewals, ASA, AnyConnec	P0111119	003476	05/28/2021	2,349.92
00208068	06/18/2021	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P0110791	11010184	05/31/2021	1,122.00
00208069	06/18/2021	KING COUNTY FINANCE Jail Maintenance Fees - Invoic	P0111399	3003354	06/07/2021	210.19
00208070	06/18/2021	KROESENS UNIFORM COMPANY Patrol Uniform Supplies - Invo	P0111395	63908	06/08/2021	121.26
00208071	06/18/2021	LAWLER, MIDORI REFUND OVERPAY 00112974002		OH014589	06/10/2021	384.09
00208072	06/18/2021	Madrona Law Group, PPLC Invoice #10787 Professional	P0111357	10788	06/07/2021	25,120.00

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00208073	06/18/2021	MEILAN CHEN & YONG SU REFUND OVERPAY 0088669001		OH014587	06/10/2021	463.86
00208074	06/18/2021	MERCER ISLAND CHEVRON FUEL FOR PORTABLE EQUIPMENT	P0111377	061521	06/15/2021	1,265.51
00208075	06/18/2021	MERCER ISLAND TOWING Patrol Impound - CS# 2021-4071	P0111392	92735	06/11/2021	354.52
00208076	06/18/2021	METROPRESORT JUNE 2021 PRINTING & MAILING O	P0111359	IN633952	06/11/2021	521.24
00208077	06/18/2021	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		061821	06/18/2021	237.50
00208078	06/18/2021	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0111352	053121MAINT	05/31/2021	76.04
00208079	06/18/2021	MI HARDWARE - P&R MISC. HARDWARE FOR THE MONTH O	P0111353	053121PR	05/31/2021	16.92
00208080	06/18/2021	MI HARDWARE - POLICE Patrol Supplies - Invoices: 14	P0111304	OH014582	06/08/2021	158.78
00208081	06/18/2021	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0111355	053121UTILITY	05/31/2021	19.51
00208082	06/18/2021	MI SCHOOL DISTRICT #400 MI POOL OPERATION SUBSIDY 2021	P0111166	JULY2021	07/01/2021	12,104.50
00208083	06/18/2021	MOBERLY AND ROBERTS Invoice #963	P0111055	963	05/01/2021	7,095.46
00208084	06/18/2021	OCCUPATIONAL HEALTH CTRS OF WA Dive Physicals: FF Pearson -	P0111305	70224610	05/28/2021	1,850.00
00208085	06/18/2021	PACIFIC PLANTS INC MISC. PLANTS	P0111356	92936/49/56/08	05/26/2021	21,368.10
00208086	06/18/2021	PLATT ELECTRIC MISC. ELECTRICAL FITTINGS	P0111350	1P44035	05/25/2021	439.13
00208087	06/18/2021	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		061821	06/18/2021	2,354.79
00208088	06/18/2021	PRAXAIR DISTRIBUTION INC 2021 ACETYLEN & OXYGEN TANK RE	P0111349	63941022	05/31/2021	62.18
00208089	06/18/2021	PROFORCE LAW ENFORCEMENT Firearm Supplies - Invoice # 5	P0111394	452155	06/09/2021	2,871.34
00208090	06/18/2021	REMOTE SATELLITE SYSTEMS INT'L EMAC Sat Phone Service - Invoi	P0111314	00112990	06/04/2021	54.00
00208091	06/18/2021	RESCUE AGENCY Youth campaign launch support	P0111400	12197	06/03/2021	10,000.00
00208092	06/18/2021	S&B INC EMERGENCY SERVICE CALL ON 1/9/	P0111365	25746A	06/14/2021	1,150.00
00208093	06/18/2021	SCORE June Jail Housing - Invoice #	P0111391	5293	06/10/2021	3,128.00
00208094	06/18/2021	SEATTLE BOAT COMPANY Patrol 14 Fuel - 5/30/2021 - 1	P0111299	993-1950241118	05/23/2021	1,542.41
00208095	06/18/2021	SMITH, RICHARD LEOFF1 Retiree Medical Expense	P0111407	061721	06/17/2021	60.00
00208096	06/18/2021	SPIETZ, ALLISON STARBUCKS - EE REC GIFT A.L.		061121	06/11/2021	25.00
00208097	06/18/2021	Stephanie Brown Bargaining Professional Servic	P0111364	2	06/14/2021	743.75
00208098	06/18/2021	SUPPLY SOURCE INC,THE JANITOR SUPPLIES	P0111351	2101406	05/28/2021	239.41

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00208099	06/18/2021	The Fearey Group Inc. Invoice #May 2021-171 Professi	P0111358	MAY2021-171	05/30/2021	431.81
00208100	06/18/2021	The NW Pinnacle Group Inc Incredible years parenting ser	P0111348	2021-2MERCER	04/17/2021	5,000.00
00208101	06/18/2021	THOMSON REUTERS - WEST West Investigative Services -	P0111313	844467669	06/01/2021	442.91
00208102	06/18/2021	UNDERWATER SPORTS INC. Dive Team Equipment - Invoice	P0111308	20022497	05/20/2021	594.37
00208103	06/18/2021	UNITED RENTALS NORTH AMERICA MINI EXCAVATOR RENTAL	P0111367	191735351-004	05/26/2021	2,523.61
00208104	06/18/2021	VERIZON WIRELESS VERIZON WIRELESS APR 24-MAY23	P0111371	9880414635	05/23/2021	3,127.67
00208105	06/18/2021	WA ST TREASURER'S OFFICE Remit NC Court Fees	P0111361	OH014579	06/11/2021	16,060.67
00208106	06/18/2021	WASHINGTON CHAIN & SUPPLY INC Chain Order for Lake Buoys -	P0111388	1027016	06/15/2021	1,012.92
00208107	06/18/2021	WASHINGTON STATE PATROL CPL Backgrounds - invoice #	P0111312	I21000386	06/08/2021	177.25
00208108	06/18/2021	WASPC WASPC Dues - Commander Magnan	P0111303	DUES2021-00483	05/01/2021	75.00
00208109	06/18/2021	WEST MARINE PRO Marine Patrol Supplies - Invoi	P0111396	1317	06/16/2021	157.82
00208110	06/18/2021	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		061821	06/18/2021	2,271.75
00208111	06/18/2021	WSDA-FOOD SAFETY PROGRAM Evidence Scale Inspection and	P0111309	1976	06/01/2021	33.60
00208112	06/18/2021	XEROX CORPORATION Copier Rental Fees April 2021	P0111385	702488835	05/25/2021	1,559.26
00208113	06/18/2021	Xerox Financial Services Copier Rental Fees June 2021 I	P0111384	2649770	06/04/2021	1,453.33
00208114	06/18/2021	ZEE MEDICAL Medical Cabinet Supplies - Inv	P0111389	68415491	06/01/2021	183.46
					Total	<u>234,179.54</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	208115-208187	6/25/2021	\$574,834.70
			\$574,834.70

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00208169	RUIZ, JESUS	REFUND 1.0 METER INSTEAD1.5	12,740.33
P0111414	00208143	FERGUSON ENTERPRISES LLC	INVENTORY PURCHASES	4,996.69
	00208146	GALLAGHER CO LLC	Hydrant Meter Deposits	2,900.00
P0111386	00208181	VERITIV OPERATING COMPANY	INVENTORY PURCHASES	1,495.02
P0111410	00208140	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	417.74
P0111412	00208149	H D FOWLER	INVENTORY PURCHASES	330.17
P0111413	00208177	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	314.17
<i>Org Key: AS1100 - Administrative Services</i>				
	00208180	US BANK CORP PAYMENT SYS	Webinar Registration - Spietz	25.00
<i>Org Key: CM1200 - City Clerk</i>				
P0111456	00208174	SOUND PUBLISHING INC	Ntc. 2581014 Ord. 21C-06 5/12/	57.30
P0111456	00208174	SOUND PUBLISHING INC	Ntc. 2581015 Ord. 21C-05 05122	57.30
P0111456	00208174	SOUND PUBLISHING INC	Ntc. 2581016 Ord 21-08 0512202	57.30
P0111456	00208174	SOUND PUBLISHING INC	Ntc. 2581350 Ord. 21-11 052620	54.31
P0111456	00208174	SOUND PUBLISHING INC	Ntc.2581018 Ord. 21-09 0512202	52.11
<i>Org Key: CM1400 - Communications</i>				
	00208180	US BANK CORP PAYMENT SYS	Dues & Subscriptions	2,008.30
<i>Org Key: CO6100 - City Council</i>				
P0111459	00208141	FALCONER GROUP, THE	CM Review Professional Service	1,612.50
P0111470	00208130	DANIEL, KAMARIA	MITV 6/1 Council Meeting	450.00
P0111470	00208130	DANIEL, KAMARIA	MITV 6/15 Council Meeting	270.00
P0111470	00208130	DANIEL, KAMARIA	Transportation Fee	80.00
<i>Org Key: CR1100 - Human Resources</i>				
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	529.59
	00208180	US BANK CORP PAYMENT SYS	Annual labor law poster renewa	440.93
P0111471	00208187	ZEE MEDICAL	Safety supplies - City Hall	425.53
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	200.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	138.72
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	130.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	130.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	130.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	100.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	100.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	75.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	50.00
	00208180	US BANK CORP PAYMENT SYS	Recruitment advertisement	45.00
	00208180	US BANK CORP PAYMENT SYS	Tuition & Registrations	22.00
	00208180	US BANK CORP PAYMENT SYS	Postage fees	11.30
	00208180	US BANK CORP PAYMENT SYS	Office supplies	8.80
<i>Org Key: CT1100 - Municipal Court</i>				
P0111449	00208152	INTERCOM LANGUAGE SERVICES INC	Intercom invoice #21-274	520.00
<i>Org Key: DS0000 - Development Services-Revenue</i>				
	00208176	THURMAN DEVELOPMENT GROUP	2001-170 OVERPAYMENT R255218	20,584.27
	00208117	ALL STAR POOL & SPA INC	OVERPAYMENT RECEIPT 287434	1,278.20

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00208173	SNAPP, DEBORAH	OVERPAYMENT RECEIPT 778644	899.35
<i>Org Key: DS1100 - Administration (DS)</i>				
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	240.00
	00208180	US BANK CORP PAYMENT SYS	MBP Merchant Fee	54.10
	00208180	US BANK CORP PAYMENT SYS	Services - Technology Fee	46.64
	00208180	US BANK CORP PAYMENT SYS	Services - Technology Fee	46.64
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0111456	00208174	SOUND PUBLISHING INC	Ntc. 2581041 Public Hearing	275.07
<i>Org Key: FN1100 - Administration (FN)</i>				
	00208180	US BANK CORP PAYMENT SYS	Office Supplies	315.00
<i>Org Key: FN2100 - Data Processing</i>				
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	63.76
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
	00208180	US BANK CORP PAYMENT SYS	Repair & Maintenance Services	90.83
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	72.71
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	70.98
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
	00208180	US BANK CORP PAYMENT SYS	Repair & Maintenance Services	90.82
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	72.71
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	70.98
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	72.70
P0111415	00208161	METROPRESORT	JUNE 2021 PRINTING & MAILING O	70.97
<i>Org Key: FR1100 - Administration (FR)</i>				
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	744.99
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	564.17
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	38.72
	00208180	US BANK CORP PAYMENT SYS	Amazon Prime	14.30
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	-744.99
<i>Org Key: FR1200 - Fire Marshal</i>				
	00208180	US BANK CORP PAYMENT SYS	2021 Leadership Summit/Hicks	250.00
<i>Org Key: FR2100 - Fire Operations</i>				
P0109899	00208139	EPSCA	44 RADIOS FOR FIRE 2021	1,111.00
P0109898	00208127	COMCAST	2021 Comcast Business - Fire	890.16
	00208180	US BANK CORP PAYMENT SYS	Rehab for Trench Rescue Call	357.06
	00208180	US BANK CORP PAYMENT SYS	FF/FO 2020 Awards	305.80
	00208180	US BANK CORP PAYMENT SYS	DEF Fuel	134.56
P0111460	00208182	VERIZON WIRELESS	VERIZON FIRE MAY 07-JUNE 06	16.87
P0109899	00208139	EPSCA	ACCESS FEE REBATE FIRE	-73.04
<i>Org Key: FR4100 - Training</i>				
	00208180	US BANK CORP PAYMENT SYS	Supplies for MCO (Reimburseabl	1,682.77
	00208180	US BANK CORP PAYMENT SYS	Training Supplies	6.59
	00208180	US BANK CORP PAYMENT SYS	Training Supplies	4.83



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: GB0103 - FS91 and FS92 Building Repairs</i>				
P0111409	00208158	LINDER ELECTRIC INC	INSTALL NEDERMAN PARTS & REPLA	6,127.88
<i>Org Key: GB0107 - Honeywell Site Remediation</i>				
P0111015	00208142	FARALLON CONSULTING LLC	PROJECT 1292-002 2021 SOIL	3,466.00
<i>Org Key: GE0107 - Fleet Replacements</i>				
P0110831	00208166	PRECISION TURF EQUIPMENT	EXMARK PROPANE MOWER	17,999.79
P0110831	00208166	PRECISION TURF EQUIPMENT	EXMARK PROPANE MOWER	17,999.79
<i>Org Key: GGM001 - General Government-Misc</i>				
P0111123	00208178	TRANSPO GROUP USA INC	ADA TRANSITION PLAN	5,147.50
P0109898	00208127	COMCAST	2021 Comcast Business - City h	431.93
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0110506	00208134	DEPT OF ENTERPRISE SERVICES	#10 REGULAR ENVELOPES	211.05
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
	00208157	LEOFF HEALTH & WELFARE TRUST	POLICE RETIREES	6,123.89
	00208151	HILTNER, PETER	LEOFF1 Medicare Reimb	4,339.70
	00208156	LEOFF HEALTH & WELFARE TRUST	LEOFF HEALTH - FIRE RETIREES	3,223.11
	00208123	CARLSON, LARRY	LEOFF MEDICARE REIMB 6/1-8/30	445.50
	00208150	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	361.30
	00208172	SMITH, RICHARD	LEOFF1 Medicare Reimb	249.70
	00208145	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	240.70
	00208132	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	240.60
	00208170	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	240.60
	00208160	LYONS, STEVEN	LEOFF1 Medicare Reimb	235.60
	00208119	BARNES, WILLIAM	LEOFF1 Medicare Reimb	222.40
	00208147	GOODMAN, J C	LEOFF1 Medicare Reimb	220.40
	00208175	THOMPSON, JAMES	LEOFF1 Medicare Reimb	196.40
	00208184	WALLACE, THOMAS	LEOFF1 Medicare Reimb	183.10
	00208137	ELSOE, RONALD	LEOFF1 Medicare Reimb	182.50
	00208135	DEVENY, JAN P	LEOFF1 Medicare Reimb	182.00
	00208155	KUHN, DAVID	LEOFF1 Medicare Reimb	182.00
	00208186	WHEELER, DENNIS	LEOFF1 Medicare Reimb	181.70
	00208121	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	181.00
	00208116	ADAMS, RONALD E	LEOFF1 Medicare Reimb	180.70
	00208118	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	179.80
	00208162	MYERS, JAMES S	LEOFF1 Medicare Reimb	179.80
	00208136	DOWD, PAUL	LEOFF1 Medicare Reimb	175.00
	00208168	RUCKER, MANORD J	LEOFF1 Medicare Reimb	167.20
	00208159	LOISEAU, LERI M	LEOFF1 Medicare Reimb	165.70
	00208115	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	165.50
	00208153	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	154.80
	00208185	WEGNER, KEN	LEOFF1 Medicare Reimb	144.60
	00208167	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20
<i>Org Key: GGM606 - Excess Retirement-Fire</i>				
	00208119	BARNES, WILLIAM	LEOFF1 Excess Benefit	2,011.41
	00208128	COOPER, ROBERT	LEOFF1 Excess Benefit	1,969.10
	00208153	JOHNSON, CURTIS	LEOFF1 Excess Benefit	1,120.83

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00208170	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	1,039.40
	00208167	RAMSAY, JON	LEOFF1 Excess Benefit	615.86
<i>Org Key: GT0106 - Enterprise Resource Planning S</i>				
P0111381	00208120	BERRYDUNN	PROJECT WORK PLAN & SCHEDULE	1,250.00
<i>Org Key: GX9996 - Employee Benefits-Police</i>				
	00208157	LEOFF HEALTH & WELFARE TRUST	LEOFF HEALTH - POLICE	43,619.27
	00208157	LEOFF HEALTH & WELFARE TRUST	LEOFF HEALTH - POLICE SUPPORT	5,304.96
<i>Org Key: GX9997 - Employee Benefits-Fire</i>				
	00208156	LEOFF HEALTH & WELFARE TRUST	LEOFF HEALTH - FIRE ACTIVE	48,101.94
	00208157	LEOFF HEALTH & WELFARE TRUST	BILLING ADJUSTMENTS	0.03
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	2,091.90
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	564.81
	00208180	US BANK CORP PAYMENT SYS	Tuition & Registrations	329.20
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	298.29
	00208180	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	275.00
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	116.05
	00208180	US BANK CORP PAYMENT SYS	Office Supplies	79.01
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	63.85
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	45.62
	00208180	US BANK CORP PAYMENT SYS	Professional Services	25.08
	00208180	US BANK CORP PAYMENT SYS	Computer Supplies	22.26
	00208180	US BANK CORP PAYMENT SYS	Tuition & Registrations	18.83
	00208180	US BANK CORP PAYMENT SYS	Professional Services	6.56
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00208180	US BANK CORP PAYMENT SYS	Application Fee, CDL School Sk	250.00
	00208180	US BANK CORP PAYMENT SYS	Application Fee, Water Certifi	87.00
	00208180	US BANK CORP PAYMENT SYS	Transaction Fee, CDL School Sk	5.25
	00208180	US BANK CORP PAYMENT SYS	Transaction Fee, DOH Certifica	1.74
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00208125	CENTURYLINK BUSINESS SERVICES	CENTURY LINK SEWER TELEMETRY	2,988.06
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0111464	00208164	OCCUPATIONAL HEALTH CTRS OF WA	SERVICES PERFORMED AT CMC-SEA	109.00
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0111472	00208164	OCCUPATIONAL HEALTH CTRS OF WA	Employee required immunization	137.00
P0110073	00208126	COMCAST	2021 PW WIFI SERVICE	86.41
	00208180	US BANK CORP PAYMENT SYS	Public Works Week - food for c	50.52
P0109899	00208139	EPSCA	1 RADIO FOR MAINTENANCE	25.25
P0109899	00208139	EPSCA	ACCESS FEE REBATE MAINT	-1.66
<i>Org Key: MT4200 - Building Services</i>				
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	1,458.63
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	468.00
P0111380	00208148	GRAINGER	44 GAL. TRASH CANS & DOLLIES	324.12
P0111424	00208144	FIRE PROTECTION INC	RSRVOIR COMPUTER PROGRAMMING	258.74

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00208180	US BANK CORP PAYMENT SYS	cleaning supplies	156.38
	00208180	US BANK CORP PAYMENT SYS	cleaning supplies	95.13
	00208180	US BANK CORP PAYMENT SYS	cleaning rags	67.38
	00208180	US BANK CORP PAYMENT SYS	HEPA filters	33.60
	00208180	US BANK CORP PAYMENT SYS	safety goggles	26.95
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	-468.00
<i>Org Key: MT4300 - Fleet Services</i>				
P0109870	00208154	KIA MOTORS FINANCE	2021 KIA LEASE [2019 KIA NURO]	388.55
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	76.25
	00208180	US BANK CORP PAYMENT SYS	Fuel - MI101 (#495)	43.20
	00208180	US BANK CORP PAYMENT SYS	Fuel MI101 (#495)	42.38
	00208180	US BANK CORP PAYMENT SYS	Commander Vehicle Fuel	34.30
<i>Org Key: MT4503 - Storm Water Administration</i>				
P0111382	00208133	DEPARTMENT OF ECOLOGY	STORMWATER ACTION MONITORING	11,322.00
<i>Org Key: MT6100 - Park Maintenance</i>				
	00208180	US BANK CORP PAYMENT SYS	Registration - Lehoczky	77.00
	00208180	US BANK CORP PAYMENT SYS	Registration - Seth	77.00
<i>Org Key: MT6800 - Trails Maintenance</i>				
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	315.60
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	142.65
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0111387	00208149	H D FOWLER	MISC. IRRIGATION FITTINGS	54.71
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	11.09
<i>Org Key: PA0123 - Luther Burbank Minor Capital L</i>				
P0111458	00208163	NW PLAYGROUND EQUIPMENT INC	CONNECTOR/SEAT COMMERCIAL	150.90
<i>Org Key: PA0125 - Mercerdale Playground Improvem</i>				
P0111109	00208171	SLABJACK NW	CONCRETE REPAIR AT MERCERDALE	3,391.08
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
P0111383	00208179	UNITED SITE SERVICES	STANDARD RESTROOM WEEKLY	151.66
<i>Org Key: PO1100 - Administration (PO)</i>				
	00208180	US BANK CORP PAYMENT SYS	Office supplies-desk/chair	930.35
P0111411	00208182	VERIZON WIRELESS	VERIZON EQUIP CHARGES APR 24-M	707.08
	00208180	US BANK CORP PAYMENT SYS	Uniform shirts	411.51
P0111284	00208134	DEPT OF ENTERPRISE SERVICES	MONTHLY BUSINESS CARDS - POLIC	266.44
	00208180	US BANK CORP PAYMENT SYS	Department issued phone suppli	99.43
	00208180	US BANK CORP PAYMENT SYS	Office supplies - charger/mous	67.46
	00208180	US BANK CORP PAYMENT SYS	Department issued phone case -	19.79
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0109899	00208139	EPSCA	13 RADIOS FOR EMERGENCY MGMT	328.25
P0109899	00208139	EPSCA	ACCESS FEE REBATE EMERGENCY	-21.58
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0109899	00208139	EPSCA	60 RADIOS FOR POLICE DEPARTMEN	1,515.00
P0109899	00208139	EPSCA	ACCESS FEE REBATE POLICE	-99.60

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PO1700 - Records and Property</i>				
	00208180	US BANK CORP PAYMENT SYS	Records Office Supplies - Reco	59.98
	00208180	US BANK CORP PAYMENT SYS	Records Office Supplies - CPL	18.69
<i>Org Key: PO2100 - Patrol Division</i>				
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	203.94
	00208180	US BANK CORP PAYMENT SYS	Department P&T photo supplies	197.45
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	109.99
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	85.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	74.37
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	50.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	14.99
<i>Org Key: PO2201 - Dive Team</i>				
P0111411	00208182	VERIZON WIRELESS	VERIZON EQUIP CHARGES APR 24-M	693.62
	00208180	US BANK CORP PAYMENT SYS	Dive team tools for tank maint	145.97
	00208180	US BANK CORP PAYMENT SYS	Dive team tools for tank maint	88.05
	00208180	US BANK CORP PAYMENT SYS	Dive team tools for tank maint	-77.03
<i>Org Key: PR1100 - Administration (PR)</i>				
P0111466	00208138	Emily Moon, Consultant	Recreation Reset Services - Ma	8,225.00
P0111466	00208138	Emily Moon, Consultant	Recreation Reset Services - Ma	8,225.00
	00208180	US BANK CORP PAYMENT SYS	Storage boxes for Community Ce	77.04
<i>Org Key: PR4100 - Community Center</i>				
P0111416	00208144	FIRE PROTECTION INC	COMM CNTR COMPUTER	258.74
<i>Org Key: ST0001 - ST Traffic Safety Enhancements</i>				
P0111463	00208183	WA ST DEPT OF TRANSPORTATION	PROJECT COSTS FOR APRIL 2021 S	158.86
<i>Org Key: SU0109 - Sewer System Generator Replace</i>				
P0108458	00208131	DAVID EVANS & ASSOC INC	LIFT STATION #11 GENERATOR	191.24
<i>Org Key: SW0100 - Sub Basin 42.1 &amp; 42.1a Waterco</i>				
P0111461	00208129	DAILY JOURNAL OF COMMERCE	SUB BASIN 42 WATERCOUR	417.10
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0108114	00208124	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	33,759.50
<i>Org Key: WU0102 - SCADA System Replacement-Water</i>				
P0103284	00208122	BROWN AND CALDWELL CONSULTANTS	SCADA EQUIP REPLACEMENT	10,242.86
<i>Org Key: WU0110 - 82 Ave SE, N of SE 24 St Water</i>				
P0111071	00208165	Pacific Civil & Infrastructure	2021 WATER SYSTEM IMPROVEMENT	231,206.26
<i>Org Key: YF1100 - YFS General Services</i>				
	00208180	US BANK CORP PAYMENT SYS	Telehealth monthly subscriptio	700.23
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	422.78
	00208180	US BANK CORP PAYMENT SYS	P Debron Cascadia training	155.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	119.75
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	100.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	55.25
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	20.38
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	11.43

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: YF1200 - Thrift Shop</i>				
P0111466	00208138	Emily Moon, Consultant	Thrift Shop Financial Analysis	1,425.00
P0111466	00208138	Emily Moon, Consultant	Thrift Shop Financial Analysis	1,425.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	120.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	32.86
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	29.67
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	17.99
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	8.45
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	8.45
<i>Org Key: YF2600 - Family Assistance</i>				
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	2,697.00
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	1,033.62
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	600.00
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	591.77
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	400.00
	00208180	US BANK CORP PAYMENT SYS	Misc-Emergency Assistance	85.97
	00208180	US BANK CORP PAYMENT SYS	For emergency assistance clien	80.72
	00208180	US BANK CORP PAYMENT SYS	Misc-Emergency Assistance	37.68
<i>Org Key: YF2850 - Federal SPF Grant</i>				
	00208180	US BANK CORP PAYMENT SYS	Tuition & Registrations	1,900.00
	00208180	US BANK CORP PAYMENT SYS	Tuition & Registrations	1,128.00
	00208180	US BANK CORP PAYMENT SYS	Operating Supplies	409.75
Total				574,834.70

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00208115	06/25/2021	ABBOTT, RICHARD LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	165.50
00208116	06/25/2021	ADAMS, RONALD E LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	180.70
00208117	06/25/2021	ALL STAR POOL & SPA INC OVERPAYMENT RECEIPT 287434		2105-084	06/03/2021	1,278.20
00208118	06/25/2021	AUGUSTSON, THOR LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	179.80
00208119	06/25/2021	BARNES, WILLIAM LEOFF1 Medicare Reimb		JULY2021A	07/01/2021	2,233.81
00208120	06/25/2021	BERRYDUNN PROJECT WORK PLAN & SCHEDULE	P0111381	404172	06/11/2021	1,250.00
00208121	06/25/2021	BOOTH, GLENDON D LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	181.00
00208122	06/25/2021	BROWN AND CALDWELL CONSULTANTS SCADA EQUIP REPLACEMENT AMENDM	SP0103284	14411186	06/11/2021	10,242.86
00208123	06/25/2021	CARLSON, LARRY LEOFF MEDICARE REIMB 6/1-8/30		OH014590	06/01/2021	445.50
00208124	06/25/2021	CAROLLO ENGINEERS INC BOOSTER CHLORINATION SYSTEM	P0108114	FB11140	06/07/2021	33,759.50
00208125	06/25/2021	CENTURYLINK BUSINESS SERVICES CENTURY LINK SEWER TELEMTRY		230393182	06/22/2021	2,988.06
00208126	06/25/2021	COMCAST 2021 PW WIFI SERVICE	P0110073	0365550-JUN21	06/07/2021	86.41
00208127	06/25/2021	COMCAST 2021 Comcast Business - Fire	P0109898	124036358	06/01/2021	1,322.09
00208128	06/25/2021	COOPER, ROBERT LEOFF1 Excess Benefit		JULY2021A	07/01/2021	1,969.10
00208129	06/25/2021	DAILY JOURNAL OF COMMERCE SUB BASIN 42 WATERCOUR	P0111461	3368103	05/14/2021	417.10
00208130	06/25/2021	DANIEL, KAMARIA MITV 6/1 Council Meeting	P0111470	50	06/01/2021	800.00
00208131	06/25/2021	DAVID EVANS & ASSOC INC LIFT STATION #11 GENERATOR	P0108458	489392	06/14/2021	191.24
00208132	06/25/2021	DEEDS, EDWARD G LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	240.60
00208133	06/25/2021	DEPARTMENT OF ECOLOGY STORMWATER ACTION MONITORING	P0111382	RS-000000154	05/15/2021	11,322.00
00208134	06/25/2021	DEPT OF ENTERPRISE SERVICES #10 REGULAR ENVELOPES	P0111284	731106849	06/03/2021	477.49
00208135	06/25/2021	DEVENY, JAN P LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	182.00
00208136	06/25/2021	DOWD, PAUL LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	175.00
00208137	06/25/2021	ELSOE, RONALD LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	182.50
00208138	06/25/2021	Emily Moon, Consultant Recreation Reset Services - Ma	P0111466	3-JUNE21	06/01/2021	19,300.00
00208139	06/25/2021	EPSCA 44 RADIOS FOR FIRE 2021	P0109899	10445	06/11/2021	2,783.62
00208140	06/25/2021	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0111410	132604	06/09/2021	417.74

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00208141	06/25/2021	FALCONER GROUP, THE CM Review Professional Service	P0111459	21-015	06/21/2021	1,612.50
00208142	06/25/2021	FARALLON CONSULTING LLC PROJECT 1292-002 2021 SOIL	P0111015	0039955	06/14/2021	3,466.00
00208143	06/25/2021	FERGUSON ENTERPRISES LLC INVENTORY PURCHASES	P0111414	0977652-1	05/10/2021	4,996.69
00208144	06/25/2021	FIRE PROTECTION INC RSRVOIR COMPUTER PROGRAMMING D	P0111416	63268	06/11/2021	517.48
00208145	06/25/2021	FORSMAN, LOWELL LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	240.70
00208146	06/25/2021	GALLAGHER CO LLC Hydrant Meter Deposits		062221	06/22/2021	2,900.00
00208147	06/25/2021	GOODMAN, J C LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	220.40
00208148	06/25/2021	GRAINGER 44 GAL. TRASH CANS & DOLLIES	P0111380	9931925417	06/14/2021	324.12
00208149	06/25/2021	H D FOWLER INVENTORY PURCHASES	P0111387	I5801794	06/04/2021	384.88
00208150	06/25/2021	HAGSTROM, JAMES LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	361.30
00208151	06/25/2021	HILTNER, PETER LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	4,339.70
00208152	06/25/2021	INTERCOM LANGUAGE SERVICES INC Intercom invoice #21-274	P0111449	21-274	06/11/2021	520.00
00208153	06/25/2021	JOHNSON, CURTIS LEOFF1 Medicare Reimb		JULY2021A	07/01/2021	1,275.63
00208154	06/25/2021	KIA MOTORS FINANCE 2021 KIA LEASE [2019 KIA NURO]	P0109870	1914423378-06042	06/04/2021	388.55
00208155	06/25/2021	KUHN, DAVID LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	182.00
00208156	06/25/2021	LEOFF HEALTH & WELFARE TRUST LEOFF HEALTH - FIRE RETIREES		OH014592	07/01/2021	51,325.05
00208157	06/25/2021	LEOFF HEALTH & WELFARE TRUST POLICE RETIREES		OH014591	07/01/2021	55,048.15
00208158	06/25/2021	LINDER ELECTRIC INC INSTALL NEDERMAN PARTS & REPLA	P0111409	34615	06/07/2021	6,127.88
00208159	06/25/2021	LOISEAU, LERI M LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	165.70
00208160	06/25/2021	LYONS, STEVEN LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	235.60
00208161	06/25/2021	METROPRESORT JUNE 2021 PRINTING & MAILING O	P0111415	IN634096	06/17/2021	431.05
00208162	06/25/2021	MYERS, JAMES S LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	179.80
00208163	06/25/2021	NW PLAYGROUND EQUIPMENT INC CONNECTOR/SEAT COMMERCIAL	P0111458	48074	05/31/2021	150.90
00208164	06/25/2021	OCCUPATIONAL HEALTH CTRS OF WA SERVICES PERFORMED AT CMC-SEA	P0111472	70386019	06/03/2021	246.00
00208165	06/25/2021	Pacific Civil & Infrastructure 2021 WATER SYSTEM IMPROVEMENT	P0111071	PP#1	05/31/2021	231,206.26
00208166	06/25/2021	PRECISION TURF EQUIPMENT EXMARK PROPANE MOWER (REPLACEM	P0110831	12088-48169	06/15/2021	35,999.58

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00208167	06/25/2021	RAMSAY, JON LEOFF1 Medicare Reimb		JULY2021A	07/01/2021	752.06
00208168	06/25/2021	RUCKER, MANORD J LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	167.20
00208169	06/25/2021	RUIZ, JESUS REFUND 1.0 METER INSTEAD1.5		1910-132	06/03/2021	12,740.33
00208170	06/25/2021	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		JULY2021A	07/01/2021	1,280.00
00208171	06/25/2021	SLABJACK NW CONCRETE REPAIR AT MERCERDALE	P0111109	61021.11222	06/07/2021	3,391.08
00208172	06/25/2021	SMITH, RICHARD LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	249.70
00208173	06/25/2021	SNAPP, DEBORAH OVERPAYMENT RECEIPT 778644		2105-092	06/03/2021	899.35
00208174	06/25/2021	SOUND PUBLISHING INC Ntc. 2581014 Ord. 21C-06 5/12/	P0111456	8026692	05/31/2021	553.39
00208175	06/25/2021	THOMPSON, JAMES LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	196.40
00208176	06/25/2021	THURMAN DEVELOPMENT GROUP 2001-170 OVERPAYMENT R255218		2001-170	06/03/2021	20,584.27
00208177	06/25/2021	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P0111413	INV039009	06/10/2021	314.17
00208178	06/25/2021	TRANSPO GROUP USA INC ADA TRANSITION PLAN	P0111123	26432	06/07/2021	5,147.50
00208179	06/25/2021	UNITED SITE SERVICES STANDARD RESTROOM WEEKLY SERVI	P0111383	114-12009054	05/27/2021	151.66
00208180	06/25/2021	US BANK CORP PAYMENT SYS Webinar Registration - Spietz		5539JUNE21	06/07/2021	28,783.47
00208181	06/25/2021	VERITIV OPERATING COMPANY INVENTORY PURCHASES	P0111386	655-22656460	06/03/2021	1,495.02
00208182	06/25/2021	VERIZON WIRELESS VERIZON FIRE MAY 07-JUNE 06	P0111411	9880414629	05/23/2021	1,417.57
00208183	06/25/2021	WA ST DEPT OF TRANSPORTATION PROJECT COSTS FOR APRIL 2021 S	P0111463	RE41JZ0644L012	05/14/2021	158.86
00208184	06/25/2021	WALLACE, THOMAS LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	183.10
00208185	06/25/2021	WEGNER, KEN LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	144.60
00208186	06/25/2021	WHEELER, DENNIS LEOFF1 Medicare Reimb		JULY2021B	07/01/2021	181.70
00208187	06/25/2021	ZEE MEDICAL Safety supplies - City Hall	P0111471	68416430	04/01/2021	425.53
					Total	<u>574,834.70</u>





## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 5894  
July 6, 2021  
Consent Agenda

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5894: 6/18/2021 Payroll Certification	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Approve the June 17, 2021 Payroll Certification in the amount of \$797,275.74	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Human Resources
<b>STAFF:</b>	Ali Spietz, Chief of Administration
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. 6/18/2021 Payroll Certification
<b>CITY COUNCIL PRIORITY:</b>	n/a

### SUMMARY

This is an approval of the payroll certification for the City of Mercer Island for the period from May 29, 2021 through June 11, 2021 in the amount of \$797,275.74 (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 Certification of Payroll 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 on every other Friday.

### PAYROLL INFORMATION

Each payroll varies depending on a number of factors (i.e., number of employees, pay changes, leave cash outs, overtime, etc.) In addition to regular pay for employees, the 6/18/2021 payroll has variants that are outlined on page two:

**Additional payments:**

- \$2,924.66 in employee recognition awards.
- \$1,314.88 in employee service awards.
- \$5,255.43 in leave cash outs for current employees.
- \$7,872.84 in leave cash outs for terminated employees.
- \$2,250.00 in retroactive pay and/or allowances for current employees.
- \$54,633.06 in overtime earnings (see chart for overtime hours by department).

**Overtime hours by department:**

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	6.50
Finance	
Fire	467.50
Municipal Court	
Police	234.25
Public Works	25.00
Recreation	
Youth & Family Services	
Thrift Shop	
<b>Total Overtime Hours</b>	<b>733.25</b>

**FTE/LTE COUNTS**

The table below shows the budgeted versus actual counts for Full Time Equivalents (FTEs) and Limited Term Equivalents (LTEs) for the current payroll. Temporary and seasonal employees are not included.

Full Time Equivalents (FTEs)	2021	
	Budgeted	Actual
Administrative Services	13.50	12.50
City Attorney's Office	2.00	2.00
City Manager's Office	3.50	3.50
Community Planning & Development	16.00	15.00
Finance	7.00	7.00
Fire	32.00	30.00
Municipal Court	3.30	3.30
Police	37.50 <sup>1</sup>	32.50
Public Works	61.80	53.05
Recreation	0.75	0.75
Youth & Family Services	10.07	11.43 <sup>2</sup>
Thrift Shop	1.0	1.0
<b>Total FTEs</b>	<b>188.42</b>	<b>172.03</b>

Limited Term Equivalents (LTEs)	2021	
	Budgeted	Actual
Community Planning & Development	1.00	1.00
Recreation	2.00	2.00
Youth & Family Services	1.60	0.80
<b>Total LTEs</b>	<b>4.60</b>	<b>3.80</b>

<b>Total FTEs &amp; LTEs</b>	<b>193</b>	<b>175.8</b>
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<sup>1</sup> 5/18/2021: Council authorized hire ahead of two officers ([AB 5874](#))

<sup>2</sup> 1/5/2021: Council authorized increase of 1.39 FTE in YFS ([AB 5795](#))

**RECOMMENDATION**

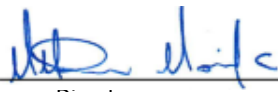
Approve the 6/18/2021 Payroll Certification (Exhibit 1) in the amount of \$797,275.74 and authorize the Mayor to sign the certification on behalf of the entire City Council.

**CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL**

Item 2.

<b>PAYROLL PERIOD ENDING</b>	<b>6.11.2021</b>
<b>PAYROLL DATED</b>	<b>6.18.2021</b>
Net Cash	\$ 518,668.77
Net Voids/Manuals	\$ -
<b>Net Total</b>	<b>\$ 518,668.77</b>
Federal Tax Deposit	\$ 85,173.58
Social Security and Medicare Taxes	\$ 46,179.65
Medicare Taxes Only (Fire Fighter Employees)	\$ 2,536.30
State Tax (Massachusetts)	\$ 336.65
Public Employees' Retirement System (PERS Plan 2)	\$ 28,572.40
Public Employees' Retirement System (PERS Plan 3)	\$ 5,910.84
Public Employees' Retirement System (PERSJM)	\$ 885.68
Public Safety Employees' Retirement System (PSERS)	\$ 218.00
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$ 27,235.43
Regence & LEOFF Trust Medical Insurance Deductions	\$ 11,736.77
Domestic Partner Medical Insurance Deductions	\$ 316.24
Kaiser Medical Insurance Deductions	\$ 814.42
Health Care - Flexible Spending Account Contributions	\$ 1,647.83
Dependent Care - Flexible Spending Account Contributions	\$ 430.76
ICMA Roth IRA Contributions	\$ 525.00
ICMA 457 Deferred Compensation Contributions	\$ 32,782.01
Fire Nationwide 457 Deferred Compensation Contributions	\$ 16,856.08
Fire Nationwide Roth IRA Contributions	\$ 1,050.00
ICMA 401K Deferred Compensation Contributions	\$ 472.60
Child Support Wage Garnishment	\$ 599.99
Mercer Island Employee Association Dues	\$ 237.50
AFSCME Union Dues	\$ 2,271.75
Police Union Dues	\$ 2,354.79
Fire Union Dues	\$ 2,172.89
Fire Union Supplemental Dues	\$ 160.00
Standard - Supplemental Life Insurance	\$ 339.05
Unum - Long Term Care Insurance	\$ 215.15
AFLAC - Supplemental Insurance Plans	\$ 388.71
Coffee Club Dues	\$ 136.00
Transportation - Flexible Spending Account Contributions	\$ 62.50
Fire HRA-VEBA Contributions	\$ 5,982.88
Oregon Transit Tax and Oregon Benefit Tax	\$ 5.52
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$ 278,606.97</b>
<b>TOTAL GROSS PAYROLL</b>	<b>\$ 797,275.74</b>

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



**BUSINESS OF THE CITY COUNCIL  
CITY OF MERCER ISLAND**

**AB 5904  
July 6, 2021  
Consent Agenda**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>  <b>RECOMMENDED ACTION:</b>	AB 5904: Parks and Recreation Month Proclamation No. 274	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
	Mayor Wong proclaims July 2021 as Parks and Recreation Month on Mercer Island.	

<b>DEPARTMENT:</b>	Public Works
<b>STAFF:</b>	Jason Kintner, Chief of Operations Ryan Daly, Operations & Transition Team Manager
<b>COUNCIL LIAISON:</b>	Jake Jacobson
<b>EXHIBITS:</b>	1. Parks and Recreation Month Proclamation
<b>CITY COUNCIL PRIORITY:</b>	n/a

**SUMMARY**

**BACKGROUND**

National Parks and Recreation Month was originally celebrated in the month of June through the National Recreation and Park Association (NRPA). In July of 1985, the NRPA wanted to engage and accommodate more children with differing school schedules. With the support and endorsement of then Vice-President George H.W. Bush and NFL Hall of Fame running back Walter Payton, NRPA formally recognized the month of July as National Parks and Recreation Month.

In 2009, with bipartisan support, the U.S. House of Representatives passed H.Res.288 designating July as National Parks and Recreation Month while acknowledging the societal value of parks and recreation and honoring the vital contributions of employees and volunteers within parks and recreation.

**PARKS & RECREATION ON MERCER ISLAND**

In 2020 and 2021 the COVID-19 Global Pandemic significantly impacted the lives of all Mercer Islanders. During this period, Island residents sought refuge in their parks, many finding new experiences and relishing the opportunity to be active during such a trying time. Year-round park usage increased, as did the appreciation for Mercer Island’s unique parks and open spaces.

*"The Mercer Island Parks and Recreation Division takes pride in providing the highest quality facilities and services in partnership with the community to enhance livability on Mercer Island."*

The Parks and Recreation Division now a part of the Public Works Department, assumes a major role in developing a sense of community and enhancing Mercer Island residents’ quality of life by providing recreation and social opportunities to people of all ages. Fundamental to this mission is providing affordable

and ready access to parks, facilities, programs, events, and other social opportunities. The City of Mercer Island has offered nearly 200 recreation programs and events annually and is responsible for operating and maintaining the Mercer Island Community and Event Center (MICEC), a 42,000 square foot facility, over 475 acres of parks and open space, and more than 30 miles of trails. Partnerships with community agencies, businesses, and other community groups are actively solicited to enhance and support offerings to ensure the largest number of identified community needs are met.

July 2021 will be a restart for the Division after a year of limited activity due to the Pandemic. Summer camps are back, with over 1,100 participants, and the public is now accessing the MICEC, and the Arts Council is planning for the Mostly Music in the Park concert series later this summer - with so much more on the horizon. Most importantly, our parks, trails, playgrounds, ballfields, picnic shelters, open spaces, and beaches are open and being fully utilized by Islanders.

## **RECOMMENDATION**

Mayor Wong proclaims July 2021 as Parks and Recreation Month on Mercer Island.



City of Mercer Island, Washington

# Proclamation

**WHEREAS**, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

**WHEREAS**, parks and recreation programs are vitally important to establishing and maintaining the quality of life in our community, ensuring the health of all citizens, and contributing to the economic and environmental well-being of our community and region; and

**WHEREAS**, Mercer Island Parks and Recreation programs build healthy, active communities that aid in the prevention of chronic disease, and improve the mental and emotional health of all residents; and

**WHEREAS**, over one-thousand pre-school, youth, and teen-age participants will take place in Mercer Island Parks and Recreation hosted summer camps; and

**WHEREAS**, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

**WHEREAS**, the Mercer Island Parks and Recreation Department operates a 42,000 square foot Community and Event Center, over 475 acres of parks and open space, and more than 30 miles of trails.

**NOW, THEREFORE**, I, Mayor Benson Wong, do hereby proclaim July 2021 as

## PARKS AND RECREATION MONTH

on Mercer Island, and I encourage all residents to join me in participating and supporting the many recreation activities, events, programs, and facilities by public and private agencies and by attending Mostly Music in the Park Concerts this summer.

**APPROVED**, this 6th day of July 2021.

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Benson Wong, Mayor





# BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5902**  
**July 6, 2021**  
**Consent Agenda**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5902: Antisemitism Proclamation No. 275	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Mayor Wong proclaims an ongoing commitment to be an inclusive community.	

<b>DEPARTMENT:</b>	City Council	
<b>STAFF:</b>	Benson Wong, Mayor Deborah Estrada, City Clerk	
<b>COUNCIL LIAISON:</b>	Dave Rosenbaum	Salim Nice
<b>EXHIBITS:</b>	1. Proclamation No. 275	
<b>CITY COUNCIL PRIORITY:</b>	n/a	

## SUMMARY

At its February 16 Regular Meeting, City Council authorized Mayor Wong to sign the Mayors United Against Antisemitism letter (see [AB 5811](#)), which represented a global commitment to work within and across communities to advance the values of respectful coexistence.

Proclamation No. 275 demonstrates an ongoing commitment to be an inclusive community and urges all members and residents of the Mercer Island community to treat each other with respect and to stand up and work together to overcome all expressions of hate and bigotry.

## RECOMMENDATION

Mayor Wong proclaims an ongoing commitment to be an inclusive community.



## City of Mercer Island, Washington

# Proclamation

**WHEREAS**, the City of Mercer Island has declared a commitment to diversity, equity, and inclusion as a community priority by Proclamation No. 201 on November 21, 2016; and renewed this commitment on June 9, 2020; and

**WHEREAS**, antisemitism is the centuries-old bigotry and form of racism faced by Jewish people simply because they are Jews; and

**WHEREAS**, in 2019, the Federal Bureau of Investigation reported a 14 percent increase in hate crimes against Jews or Jewish institutions and found that attacks against Jews or Jewish institutions made up 60.3 percent of all religious-based hate crimes; and

**WHEREAS**, a variety of attacks against Jews have recently been on the rise in the United States and around the world,

**WHEREAS**, the City of Mercer Island expressly rejects such conduct and acts; and

**WHEREAS**, there is an urgent need to ensure the safety and security of the Jewish Community, including synagogues, schools, community centers, other institutions; and

**WHEREAS**, the City of Mercer Island is home to a significant population of Jews, and Jewish religious and community institutions; and

**WHEREAS**, all persons are encouraged to report any such antisemitic incidents to the proper authorities for investigation; and

**WHEREAS**, the City of Mercer Island wishes to affirm its commitment to the well-being and safety of its Jewish community members and ensure they know they are not alone and that the Mercer Island community is committed to ending the spread of all forms of hate and bigotry; and.

**WHEREAS**, each of us can and should promote inclusiveness, celebrate diversity, support all fellow community members, prevent the spread of misinformation, and reject hate and bias in all forms, which makes Mercer Island a stronger and healthier community; and

**NOW, THEREFORE**, I, Benson Wong, Mayor of the City of Mercer Island, Washington, and on behalf of its City Council, do hereby proclaim:

Our continuing commitment to be an inclusive community that rejects stigma and bias against individuals because of race, ethnicity, place of origin, physical ability, socio-economic status, gender identity, sexual orientation, age or religion, and we urge all our members and residents of our community to treat each other with respect and to stand up and work together to overcome all expressions of hate and bigotry.

**APPROVED**, this 6th day of July 2021.





# BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5900**  
**July 6, 2021**  
**Consent Agenda**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5900: City Manager Performance Review and Evaluation Report	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Accept the City Manager's performance review and evaluation report from February 2020 through April 2021.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	City Council
<b>STAFF:</b>	Mayor Benson Wong
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. City Manager's Performance Evaluation Report
<b>CITY COUNCIL PRIORITY:</b>	n/a

## SUMMARY

In May 2021, Jim Reid of The Falconer Group facilitated a performance evaluation process for City Manager Jessi Bon for the period February 2020 through April 2021, fulfilling obligations in her employment contract, which provides in relevant part as follows:

### 3. PERFORMANCE REVIEW & EVALUATION

Annual Performance Review. Starting in June of 2021 and annually thereafter, the City Council will review the City Manager's performance since the latter of the effective date of this Agreement or the last performance review. Approximately two months prior to the annual review in June, the Mayor and the City Manager will discuss the performance review process and determine jointly how such process will be conducted and whether the process will be led by the Mayor or by a qualified facilitator acceptable to the City Council and the City Manager. The Mayor or facilitator will present the findings to the City Council in an Executive Session; following which, the City Council may choose to meet to discuss the City Manager's performance and achievements in an Executive Session or open meeting at the discretion of the City Council. At the conclusion of each performance review and evaluation, the Mayor or facilitator will provide the City Manager with a written summary of the results of the review and evaluation.

The Report of the City Manager's Performance Evaluation, attached as Exhibit 1, is the result of the feedback provided to the facilitator by each City Councilmember and each City Leadership Team member.

## RECOMMENDATION

Accept City Manager Jessi Bon's performance review and evaluation report from February 2020 through April 2021.

## CITY OF MERCER ISLAND

## 2020-'21 CITY MANAGER'S PERFORMANCE EVALUATION

## REPORT

## The City Council's Assessment of the City Manager's Performance

06.14.21

## JESSI BON IS THE RIGHT LEADER FOR THE CITY

The Mercer Island City Council evaluated Jessi Bon's performance as City Manager from February 18, 2020, when she officially assumed that role, through April 30, 2021. The City Council invited the members of the Leadership Team to participate in the performance assessment. The City Council's and Leadership Team's assessments were similar and very positive.

Both the City Council and Leadership Team found that Jessi possesses the characteristics, qualities, and attributes that they want and need in a City Manager. The past fifteen months have presented the City with unprecedented challenges stemming from the COVID-19 global health pandemic. Jessi met those challenges with resilience, fortitude, courage, and grace. She made tough decisions that put the City in a strong financial position today. She has been extremely responsive to the community, City Council, and employees. And the tactics she's employed lay the foundation to achieve long-term strategic goals.

This report summarizes the City Council's and Leadership Team's assessments of Jessi's performance as City Manager in five areas: 1) knowledge, planning, and use of resources; 2) managing people; 3) conflict resolution and consensus-building; 4) communications; and 5) integrity, personal attributes, and professional growth. These categories generally follow guidelines from the International City/County Management Association [ICMA] for assessing the performance of city and county appointed officials.

## KEY FINDINGS IN FIVE AREAS

## 1. KNOWLEDGE, PLANNING, AND USE OF RESOURCES

The City Council and Leadership Team agree that Jessi Bon is an excellent leader. Among the key strengths of her leadership are:

- Her knowledge about municipal government and how the "weak" Mayor form of government is intended to operate.
- Her knowledge of the community's history to which she is deeply connected.
- Being adept at reading the strategic and political tea leaves.
- Being a forward thinker who spends time thinking and strategizing about the impacts and outcomes of decisions and the City Council's direction.
- The courage to make difficult decisions in a crisis situation (e.g., COVID staff cuts).
- Excellent listening skills.
- Superb attention to detail that results in a quality work product—seldom makes mistakes.
- An amazing ability to keep track of and manage multiple work streams.
- Being extremely helpful to Councilmembers, City employees, and the public.

- Being competent and well versed in municipal finance.
- Her knowledge of applicable laws and regulations.
- A commitment to making decisions that are based upon the best science available, facts and data.
- A commitment to acquire sufficient information in order to make informed, intelligent decisions in a timely manner. However, she does not wait until every single piece of information is available because then no decisions would be made.
- Being an inclusive decision-maker who seeks advice of and creates opportunities for staff to become involved in decision-making. Therefore, she is “building the bench” by preparing the City’s future leaders.
- Demonstrates respect for her legal team, insurance provider, and risk management delegates but recognizes that as City Manager the direction, responsibility, and accountability lie with her.
- Able to form a plan quickly and identify early in the process the resources that are needed.
- A cool, calm, and steady demeanor when facing major challenges and making difficult decisions.
- Appreciates and understands the staff workload and knows when to delegate and when she should do the work.
- A willingness to give senior staff room to show their skills and grow during City Council meetings and elsewhere.
- An ability to use consultants in a fiscally prudent manner.
- A commitment to minimize the City’s liability.
- Not being hampered by perceptions of how it should be (which perhaps underscores her advantage of being relatively new to a city manager position).
- A willingness to “roll up her sleeves” to learn what is going on in the organization.

Some City Councilmembers said that the amount of work that Jessi, the Leadership Team, and the City staff accomplished under the circumstances was remarkable.

During 2020 and the first quarter of 2021, Jessi demonstrated her skills and acumen in this category by:

1. Taking an aggressive stance at the start of pandemic to dramatically reduce expenses. This put the City in a much stronger financial position.
2. Reorganizing staff and City departments creatively.
3. Orienting and supporting three new Councilmembers so that they could succeed.
4. Supporting the entire City Council during a particularly stressful time that included remote rather than in-person meetings.

Looking ahead to 2021-’22, these suggestions were offered to help strengthen her performance.

- Remind Councilmembers of their legislative and policy-making role and push back on any members who cross the line to begin to micromanage City operations.
- Continue to pivot from tactical actions to long-term strategic thinking and planning.
- Do not over promise, and be clear about mapping timelines when additional priorities are added or resources are lacking.
- Advise the City Council as early and often as possible when there are inadequate resources—financial or staffing—to address an issue.
- Consult with the City Council. Even in cases where the decision is clearly yours to make, consider the City Council’s counsel for significant decisions with long-term implications.
- Educate and train staff to strengthen their performances to be able to delegate more and avoid exhausting yourself.

## 2. MANAGING PEOPLE

The primary findings from the City Council and Leadership Team’s assessment of Jessi Bon’s performance in managing people are:

- The City Council and Leadership Team greatly respect Jessi. The Leadership Team sees her as a consummate teammate who supports and appreciates them as partners on her team.
- She is compassionate and empathetic.
- Jessi is committed to hiring quality employees and reaches out to her network to recruit. She makes sure that people in managerial and supervisory positions have the skill set needed or have the potential to gain the skills. She is also dedicated to “building the bench” and hiring staff that could move into leadership positions when current employees retire or leave.
- She gives employees opportunities to grow and shine, such as giving them time in front of the City Council.
- She is quick to spotlight the good work of staff.
- One of her many good attributes is humility and her insistence that any public recognition of the City’s services be directed toward staff and away from her.
- She is willing to make difficult personnel decisions and withstands criticism that comes with it.

As City Manager, Jessi demonstrated her managerial skills and acumen through these accomplishments:

1. Made a large number of excellent hires in a very difficult market. She’s also retained and promoted the right employees to best serve the City.
2. Convened the Leadership Team and other staff for focused meetings that produced the City Manager’s Proposed Budget for the 2021-’22 biennial budget. A byproduct of these sessions was a unified team that together faced huge barriers and great stress.
3. Given the challenges associated with operating in a remote (COVID) environment, Jessi did a great job of keeping all employees moving forward together.
4. Mentored employees in key positions, such as the new Finance Director.
5. Instituted a new citywide mentoring program for new supervisors.
6. Worked hard and strategically to improve past human resources practices regarding recruitment, evaluation, and retention.
7. Used her City Manager reports during City Council meetings to spotlight excellent staff work and give appropriate credit and thanks to them.
8. Also circulated emails commending employees for extraordinary performances or when commendations came in from the public.

Looking ahead to 2021-’22, an area to build on is staff development. When staff’s work product does not meet expectations, avoid taking over and, therefore, adding to your workload. In the short term, coach staff where deficiencies exist so that these instances become opportunities for them to develop and grow. In the long term, strategically “build the bench” to groom the next generation of City leaders.

## 3. CONFLICT RESOLUTION

These are the primary findings from the City Council’s assessment of Jessi Bon’s performance in resolving conflict and building consensus, including taking direction from the City Council and forging compromises:

- Before making decisions, she listens to a variety of opinions and appropriately factors them into her decision-making process.

- She confirms when she understands what she has heard and does not hesitate to ask City Councilmembers for clarification if she is not sure what she has heard.
- She has a difficult job with seven disparate bosses. She hears everyone. While Jessi often has an opinion, there's no question that Jessi, as Mercer Island's Chief Executive Officer, seeks and follows the direction of a majority of the City Council.
- There are diverse opinions on the City Council and in the community. Jessie does her best to incorporate all the feedback.
- She manages a philosophically split City Council, and handles tough issues and occasional public disrespect directed at her team or colleagues with grace, which is one of her superpowers.
- Jessi has been effective in helping everyone see the issues and in encouraging Councilmembers to talk among themselves to try to resolve issues. She intentionally has not taken sides.
- She is extraordinarily conscientious of the requirement that she answer to the will of the majority of the City Council.
- She recognizes and values the interests and concerns of the minority, even though she does not get sidetracked.
- Jessi listens respectfully to Councilmembers who vote in the minority on an issue and offers them useful insights and advice.
- As a Mercer Island resident with three small children, she can relate to many of the issues raised by the Mercer Island community.
- Her conduct at meetings with third parties where she is representing the City has been positive; she has been a strong advocate for the City.

The Leadership Team added these experiences and observations:

- Jessi listens well to all Councilmembers. She makes an effort to meet with them individually while also recognizing the City Council leadership. Her finger is truly on the pulse of the City Council and her ability to build consensus is significant.
- Jessi supports the direction of the City Council, and expects her team and staff to do the same.
- Jessi is a problem solver; it's an area in which she strives. She has a keen ability to immerse herself in the data, ask good questions, and work to find swift resolutions. Some problems require time and resources which she works with the City Council to address.
- Jessi is often the voice in the room who offers "a third way."
- She is nearly impossible to negotiate against. She is highly persuasive, extremely kind, and often hilarious, which makes for an all-persuasive combination that brings people together.

In working with the City Council during the remainder of 2021 and 2022:

- If projects are revised or cancelled, inform the City Council as soon as possible so that the Councilmembers are not surprised or caught off guard.
- Continue to show respect and understanding to Councilmembers who are in the minority on an issues, but balance that need with the need to move forward in implementing the decision of the majority.

## 4. COMMUNICATIONS

The primary findings from the City Council and Leadership Team's assessment of Jessi Bon's performance in this category are:

- Consistently seeks clarification on the direction given by the City Council so that she and others are clear on that direction and often repeats what she believes she heard so that accurate interpretation is heard.
- Does an excellent job keeping the City Council up to date via email and phone calls (weekends are no exception).

- Provides outstanding concise written communications.
- Makes herself readily available for conversations with Councilmembers on an ad hoc basis.
- Replies to Councilmember communications so that everyone is in the loop and does a nice job summarizing conversations.
- Repeatedly says publicly and privately that she wants to make sure all seven Councilmembers have the same information for decision-making purposes.
- Makes herself available to the public and incorporates their feedback.
- Pays attention to community concerns and voices (some of the City's most vocal critics express appreciation for Jessi's responsiveness).
- Works hard along with her staff to keep the community informed, e.g. they have placed additional emphasis on communications during the pandemic and work to hear both sides of an argument. It should be noted that this level of responsiveness is very time consuming and can be tiring.
- Staff said that Jessi goes above and beyond any level of City Manager communication to the City Council, employees, and the public that they've witnessed at other cities.
- Maintains visibility in the community (living on the island with three small children allows her to relate to many of the City's constituents) and community members relate to her, too.

Jessi's accomplishments during 2020 that demonstrated her commitment to communicating with the City Council, employees, and the public:

1. Increased communication and used more communications tools to keep employees and the public informed during the pandemic.
2. Updated the City's website to make it more user-friendly, therefore demonstrating Jessi's and the Leadership Team's understanding that this community needs to be well-informed and demands access and transparency.
3. Garnered the community's support, which came to realize that she doesn't have an easy job and that she is working hard to represent their best interests.

Looking ahead to the rest of this year and through 2022:

- Continue the one-on-one meetings with Councilmembers because they are: a) consistent with the message that each Councilmember is her boss and has access to her, and provides the opportunity for candid conversations; and b) the opportunity for the City Manager to share with each Councilmember suggestions on how the elected officials might act in performing their duties and how they might relate to staff to foster more of a team atmosphere.
- Jessi appears to be available and responsive to the public 24/7. This drive, while admirable, may need to be tempered to avoid "burn out."

## 5. INTEGRITY, ATTRIBUTES, AND PROFESSIONAL GROWTH

The primary findings from the Council and Leadership Team's assessment of Jessi Bon's performance in this category are:

- Holds ethics in the highest regard and brings that perspective into her work.
- Speaks honestly, candidly, and with discretion.
- Believes in the transparency in government actions.
- Treats Councilmembers, employees, and residents with respect.
- Demonstrates empathy.
- Thinks outside the box in complex situations.
- While there are more constraints today on how government can respond to problems relative to the private sector so there may be fewer "inventive" solutions available to government, Jessi and her

Leadership Team do not hesitate to look for as many options that the City can take within these constraints, and they discuss the consequences and risks associated with each option.

- Reaches out to people she sees as experts to fill in her own knowledge gaps.
- Demonstrates resiliency and adaptability (underwent trial by fire with COVID and her ability to manage during the pandemic is the best example of someone who is adaptable and her resiliency has been her hallmark this past year).
- Puts all of her energy into this role and has great stamina despite the never ending list of challenges.
- The City is fortunate that her family is supportive because being a City Manager is NOT a job with “normal” working hours. Balancing professional and personal lives in this situation is a challenge.
- Possesses a very good sense of humor, which she uses effectively to diffuse tensions.
- Imparts to the Leadership Team and employees a sense of fun.
- Willing to question why things are done a certain way, and encourages if not rewards staff who find a better way of doing business.
- Sees everything through an equitable lens.

Jessi demonstrated the qualities and characteristics in this category by:

1. Expertly handled the confluence of the City's General Fund financial crisis and COVID-19 impacts.
2. Finding new ways to offer professional development opportunities for staff despite a shrinking budget. The City's mentor program is working to build the "bench." Jessi challenged the Leadership Team to identify growth opportunities for staff. She blended job positions tasked staff with responsibilities that may have previously been outside their normal job-descriptions. These actions have had positive impacts on building the Mercer Island team and building professional skills despite shrinking professional development budget lines.

In the next year-and-a-half, Jessi should:

- Continue to challenge the status quo and look for creative ways to approach the City's business.
- Ensure she has a balanced work/home situation to minimize a “burn out.” To avoid it, she needs to continue to grow and develop the staff's capacity.



**BUSINESS OF THE CITY COUNCIL  
CITY OF MERCER ISLAND**

**AB 5901  
July 6, 2021  
Consent Agenda**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	AB 5901: Community-Based Counseling Staffing Appropriation	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Appropriate funding for limited-term staffing for the Community-Based Counseling Program.	

<b>DEPARTMENT:</b>	Youth and Family Services
<b>STAFF:</b>	Ali Spietz, Chief of Administration Tambi Cork, YFS Administrator
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	n/a
<b>CITY COUNCIL PRIORITY:</b>	n/a

<b>AMOUNT OF EXPENDITURE</b>	\$ 60,000
<b>AMOUNT BUDGETED</b>	\$ 0
<b>APPROPRIATION REQUIRED</b>	\$ 60,000

**SUMMARY**

The purpose of this agenda bill is to seek a one-time \$60,000 appropriation to temporarily increase staffing through the end of fiscal year 2021 for the Community-Based Counseling Program in the Youth & Family Services department due to an unanticipated staff leave.

**BACKGROUND**

The mental health professionals in the Community-Based Counseling Program provide individual, couple, and family counseling for Mercer Island residents with behavioral health challenges. Counseling staff work with residents across the lifespan to deal with a wide range of issues including:

- Child development, teens, transitions to adulthood
- Family conflict, parenting skills
- Relationship issues, divorce, co-parenting
- Abuse, neglect, trauma
- Depression, anxiety
- Social-emotional skills (including for coping with the Pandemic)
- Grief and loss



**APPROPRIATION REQUEST**

In 2020, the community-based counseling program was reduced from 1.9 full-time equivalent (FTE) employees made up of three individuals to 1.1 FTE (two employees) due to the COVID-19 pandemic. Currently, one of the two employees is on indefinite leave. There is no capacity to transfer their caseload and clients to other staff. In addition, there are eleven community members on the wait list for individual, couple, and family counseling services, with an estimated wait time of six weeks for counseling services at YFS.

To help with current clientele and to level-off and reduce the wait list, staff is seeking an appropriation of up to \$60,000 from the 2020 General Fund year-end balance to hire a 1.0 limited-term equivalent (LTE) Community-Based Counselor through December 31, 2021. The position will provide immediate temporary support. Staff will reassess staffing resources for the Community-Based Counseling Program in the Youth & Family Services department in the fall of 2021.

**RECOMMENDATION**

Appropriate up to \$60,000 from 2020 General Fund year-end balance to hire a 1.0 LTE Community-Based Counselor through December 31, 2021.

**CITY OF MERCER ISLAND, WASHINGTON  
RESOLUTION NO. 1600**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MERCER ISLAND, WASHINGTON, AUTHORIZING THE  
PURCHASE OF REAL PROPERTY AND AUTHORIZING THE CITY  
MANAGER TO SIGN DOCUMENTS REQUIRED TO COMPLETE  
PURCHASE OF REAL PROPERTY**

WHEREAS, in compliance with the Growth Management Act, the City of Mercer Island (“City”) has adopted a Comprehensive Plan; and

WHEREAS, the City’s Comprehensive Plan Transportation Element Goal 6.1 establishes that the City must “[e]nsure compatibility between transportation facilities and services and adjacent land uses, evaluating aspects such as: potential impacts of transportation on adjacent land use; potential impacts of land development and activities on transportation facilities and services; and need for buffering and/or landscaping alongside transportation facilities;” and

WHEREAS, the City’s Comprehensive Plan Transportation Element Goal 6.2 further requires the City to “[d]evelop strategies to manage property access along arterial streets in order to preserve their function;” and

WHEREAS, the City’s Comprehensive Plan Transportation Element Goal 7.3 requires the City to “[m]onitor the condition and performance of the transportation system to compare growth projections with actual conditions, assess the adequacy of transportation facilities and services, and to identify locations where improvements may become necessary;” and

WHEREAS, Comprehensive Plan Transportation Element Goal 7.4 requires the City to “[m]onitor traffic collisions, citizen input/complaints, traffic violations, and traffic volumes to identify and prioritize locations for safety improvements;” and

WHEREAS, the intersection of SE 40<sup>th</sup> Street and Island Crest Way is listed within the City’s Comprehensive Plan, Transportation Element, Section IV. Transportation System Future Needs, table 4; and

WHEREAS, the property at 4004 Island Crest Way (“Property”) is located at one of the four corners of a major intersection with high traffic volumes and varying traffic movements; and

WHEREAS, visual obstructions such as trees and fences present on the Property restrict sight lines for northbound and westbound traffic at the intersection; and

WHEREAS, the driveway serving the Property is poorly placed, making ingress and egress to the Property difficult, especially given the traffic volumes, and bicycle and pedestrian activities at the intersection of SE 40<sup>th</sup> Street and Island Crest Way; and

WHEREAS, the location of the driveway on the Property negatively impacts traffic patterns at the intersection; and

WHEREAS, the intersection currently poses reduced visibility and sight line challenges; and

WHEREAS, the City's acquisition of the Property will help the City address current needs for the intersection, as well as future capacity growth needs at the intersection of SE 40<sup>th</sup> Street and Island Crest Way; and

WHEREAS, purchase or acquisition of any right to real property is categorically exempt under the State Environmental Protection Act ("SEPA") per WAC 197-11-800(5)(a); and

WHEREAS, a broker opinion of value for the Property performed by Heartland, LLC, dated July 1, 2021, supports a fair market value purchase price of \$1,175,000; and

WHEREAS, the City Council has allocated the necessary and appropriate funds to purchase the Property or will do so concurrently with this resolution; and

WHEREAS, it is in the public interest for the City to purchase the Property in order to design and construct future improvements on Island Crest Way turning onto SE 40<sup>th</sup> Street, and to improve sight lines and to increase vehicle and pedestrian safety at the intersection;


**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, DO HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The City Council authorizes the purchase of 4004 Island Crest Way for a purchase price of \$1,175,000 plus closing costs in an amount consistent with the arrangement set forth in the attached purchase and sale agreement attached hereto and incorporated herein as Exhibit A.

**Section 2.** The City Manager and the Chief of Administration, in the event the City Manager is unavailable, are authorized to execute a purchase and sale agreement for the purchase of the Property in a form substantially the same as Exhibit A and to execute all documents in order to close on the purchase of the Property, including amendments to the purchase and sale agreement extending or accelerating the closing date, provided that the closing date shall not be extended beyond 2021 without further approval from the City Council.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT A REGULAR MEETING THEREOF, ON THE 6<sup>TH</sup> DAY OF JULY, 2021.**

CITY OF MERCER ISLAND



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Benson Wong, Mayor

Attest:



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Deborah A. Estrada, City Clerk

EXHIBIT A

PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (the "Agreement") is entered into by and between Revive Realty LLC as Seller, and \_\_\_\_\_ as Buyer.

AGREEMENT

FOR AND IN CONSIDERATION of the mutual promises and covenants contained herein, the sufficiency of which is unconditionally acknowledged by Buyer and Seller, the parties hereto agree as follows:

1. The Property. Seller agrees to sell and Buyer agrees to purchase from Seller the real property legally described on Exhibit A (the "Property") located at 4004 Island Crest Way, Mercer Island, WA, 98040.

2. Purchase Price and Payment. The purchase price is One Million One Hundred and Seventy-Five Thousand NO/100ths Dollars (\$1,175,000.00) (the "Purchase Price"), payable as follows: Fifty Thousand and NO/100ths DOLLARS (\$50,000.00) Earnest Money to be deposited with the Escrow upon execution of this Agreement by both parties ("Mutual Acceptance"), with the balance of the Purchase Price to be deposited in Escrow at Closing. The Earnest Money shall be applicable to the Purchase Price at Closing and refundable as provided herein.

3. Contingencies. This Agreement and the obligations of Buyer hereunder are contingent upon satisfaction or written waiver of all of the conditions as hereinafter set forth.

(a) Period of Examination. Upon Mutual Acceptance of this Agreement, Buyer may examine the Property and conduct any such studies of the Property as Buyer shall deem necessary, which shall be conducted at Buyer's sole cost (the "Period of Examination"). The Period of Examination shall end after the expiration of fifteen (15) days from Mutual Acceptance unless otherwise extended.

(i) Notice of Intent. On or before the close of the Period of Examination and any extension thereof, Buyer shall provide Seller with Written Notice of Buyer's intent to purchase the Property or terminate this Agreement (the "Notice of Acceptance/Termination"). Failure to provide such written Notice of Acceptance as required herein shall be conclusively deemed waiver by Buyer of its right to purchase the Property, this Agreement shall immediately become null and void, and the Earnest Money shall immediately be returned to Buyer.

(ii) Documents. Within five (5) days of Mutual Acceptance, Seller will make available to Buyer true and correct copies of all documents, instruments, and materials relating to the Property including, but not limited to, any existing surveys, soils reports, contracts, documents, instruments, or papers of significance to the Property or which might assist Buyer during the Period of Examination.

(iii) Right of Entry. Buyer, its agents, and its contractors, shall be entitled to reasonable access to the Property at any time during the Period of Examination and, if Buyer decides to purchase the Property, prior to Closing, to conduct its studies. Buyer may disturb the Property as may be required for its tests and studies on condition that to the extent possible such tests and studies shall be nondestructive and Buyer shall repair any damage done. Buyer shall indemnify and hold Seller harmless from any liability arising out of Buyer's performance of such tests and studies. However, it is specifically agreed that Buyer shall not be responsible for any cleanup costs, claims, liabilities, or obligations relating to any hazardous waste contamination at the Property that Buyer may uncover during its pre-closing inspections, and Sellers shall indemnify and hold Buyer harmless from any such costs, claims, liabilities, or obligations. The obligations set forth in this section shall survive expiration or termination of this Agreement.

(b) Title and Survey. This Agreement is contingent on Buyer's acceptance of title and the survey pursuant to Section 4 of this Agreement.

(c) Disclosure Form. This Agreement is contingent on review and approval by Buyer of the disclosure form completed by Seller pursuant to Chapter 64.06. Revised Code of Washington ("RCW"), the form of which is attached as **Exhibit B**. Seller shall have seven (7) days from Mutual Acceptance to complete the disclosure form and deliver it to Buyer. Buyer shall have seven (7) days from receipt to give Seller written notice of Buyer's satisfaction with the disclosure form or decision to terminate this Agreement based on the disclosure form, in which case, this Agreement shall immediately become null and void, and the Earnest Money shall immediately be returned to Buyer.

(d) Waiver. Buyer, at any time or times on or before Closing, at its sole election, in order to close, may waive any of the conditions to its obligations hereunder, but any such waiver shall be effective only if contained in a writing signed by Buyer and delivered to Seller.

#### 4. Title.

(a) Title Commitment. Buyer shall, at Buyer's sole cost and within five (5) days of Mutual Acceptance of this Agreement, order a Preliminary Title Report from Tigor Title (hereinafter "Title Company"), to be delivered directly to Buyer (the "Report"), for the Property together with copies of all documents supporting exceptions (the "Exceptions") set forth in the Report. Buyer shall provide Seller with a copy of the Report. Buyer may, at Buyer's sole cost and expense, order an ALTA survey of the Property, certified to Buyer and Title Company, having all corners marked and all other easements and utilities delineated in the Survey (the "Survey"). After execution of this Agreement, Seller shall not alter the condition of title except as to remove any defects of title in its election or as requested by Buyer.

(b) Title Exceptions. Buyer shall have seven (7) calendar days from receipt of the Report and any Survey within which to give written notice to Seller of Buyer's disapproval of any Special Exceptions (the "Objection Notice"). For purposes of this Agreement, "Special Exceptions" means the special exceptions to title set

forth in the Report or the Survey, which relate to restrictions, conditions, defects, or other matters which would interfere with Buyer's intended use of the Property. The written notice shall state with specificity those Special Exceptions to which objection is being made. Buyer's failure to specifically enumerate such Special Exceptions within such written notice or Buyer's failure to timely provide such written notice shall be conclusively deemed Buyer's waiver and/or approval of all Special Exceptions. Buyer hereby approves those standard exceptions commonly and ordinarily found in commitments or title binders for standard coverage fee owner policies.

(c) Seller's Cure of Objections. Seller shall have ten (10) calendar days from delivery of the Objection Notice to cure such objections to Special Exceptions, or to commence action to cure such objections that require more than ten (10) calendar days, or have the Special Exceptions waived or removed by the Title Company issuing the commitment. If, within such period, Seller fails to cure, commence cure and diligently pursue it thereafter, and/or have waived such objections to Special Exceptions, or within such period Seller delivers written notice to Buyer that it will not so cure, then, within five (5) calendar days from the delivery of such notice or the end of the period for cure, whichever is first, Buyer shall have the option to:

(i) Agree in writing to extend the period of time in which Seller may cure such Objections and/or Exceptions; or

(ii) Elect in writing to purchase the Property subject to such objections to Special Exceptions with no diminution in the Purchase Price; or

(iii) Terminate this Agreement, in which event all sums paid or deposited by Buyer, including the Earnest Money, shall immediately be returned to Buyer. Buyer's failure to respond to Seller in writing shall be conclusively deemed an election of its right to terminate this Agreement pursuant to this subsection.

(d) Condition of Title. Seller covenants to convey the Property in a condition to be insured by the Title Company, as hereinafter provided. Closing shall be conditioned upon the Title Company issuing or committing to issue to Buyer a standard form owner's policy, or an extended coverage policy of title insurance issued by the Title Company in the amount of the Purchase Price, insuring Buyer a fee interest in the Property free and clear of all matters except: (i) Special Exceptions permitted or waived by Buyer, (ii) the lien of current real property taxes not yet due and payable, and (iii) those matters excluded from coverage by the printed exceptions and exclusions in the form of title insurance policy required herein. Prior to Closing, Buyer shall be entitled to obtain a date-down Report confirming compliance with this Agreement.

## 5. Closing.

(a) Escrow. Closing this Purchase and Sale Agreement shall occur through The Escrow Source (the "Escrow") (which shall appoint and identify to the parties a "Closing Agent") when the Title Company is in a position to issue the Title Policy and all documents and funds have been deposited with Escrow.

(b) Closing Date. Unless an earlier date is agreed to in writing by the parties, the "Closing Date" shall be thirty (30) days from Mutual Acceptance.




## (c) Deposit of Closing Documents.

(i) Seller. On or before the Date of Close of Escrow, Seller shall duly execute and deposit into Escrow with Closing Agent:

(A) A Statutory Warranty Deed (the "Deed"), in form and substance consistent with the terms of this Agreement together with an accompanying Real Estate Excise Tax Affidavit; and

(B) An Affidavit of Non-Foreign Status required by Title Company in connection with section 1445(e) of the Internal Revenue Code.

(ii) Buyer. On or before the Date of Close of Escrow, Buyer shall deposit the following:

(A) The Purchase Price, less Earnest Money already deposited with Escrow.

(B) Additional cash in an amount necessary to pay Buyer's share of closing costs, title insurance, and proration's set forth herein.

(d) Closing Costs and Prorations. Buyer is represented by Heartland, LLC and Seller is not represented by a Broker. Buyer will pay Heartland, LLC per separate agreement. At Closing, Seller shall pay the Real Estate Excise Tax and purchase a standard owners policy of title insurance benefitting Buyer. At Buyer's discretion, Buyer shall purchase extended coverage for the owner's title insurance policy and a lender's title insurance policy. Buyer and Seller shall each pay half of all other closing expenses including Escrow fees and charges and the cost of recording the Deed. All real property taxes and utilities shall be prorated between Seller and Buyer as of Closing and shall be paid as part of Closing.

(e) Procedure. Closing Agent shall close Escrow as follows:

(i) Prepare the Deed and Real Estate Excise Tax Affidavit and record the Deed with instructions for the county recorder to deliver the recorded Deed to the Buyer; and

(ii) Pay the Purchase Price to Seller, reduced by prorations and any existing encumbrances and/or liens in order to provide clear title to the Buyer; and

(iii) Deliver the executed Affidavit of Non-Foreign Status to Buyer; and

(iv) Forward to Buyer and Seller, in duplicate, a separate accounting of all funds received and disbursed for each party and copies of all executed and recorded or filed documents deposited into Escrow, with such recording and filing date endorsed thereon.

(f) Incorporation of Escrow Instructions. This Agreement shall serve as escrow instructions, and an executed copy of this Agreement shall be deposited by Buyer with Closing Agent following Mutual Acceptance hereof. The Parties may execute additional escrow instructions, provided such additional instructions do not change the terms of this Agreement.



6. Possession. Buyer is entitled to possession of the Property on the date of Closing.

7. Seller's Representations. Seller, to the best of its knowledge, represents the following to Buyer:

- (a) Seller has the power, right, and authority to make this Agreement with Buyer;
- (b) Seller is not in default and will not during the term of this Agreement default or permit a default to exist on any of its obligations under any real estate contract, lease, mortgage, or deed of trust affecting any portion of the Property;
- (c) Seller is and shall be entitled to terminate on or before the date of Closing and without breach of any agreement the rights of all parties who are not a party to this Agreement and who are entitled to possession of any part of the Property;
- (d) Seller has good and marketable title to all of the Property;
- (e) All persons and corporations supplying labor, materials, and equipment to Seller for the Property have been paid and there are no claims of liens;
- (f) Other than those shown in the Preliminary Title Report, there are no current assessments for public improvements against the Property or any local improvement district or other taxing authority having jurisdiction over the Property in the process of formation; and
- (g) There are no claims, defects, or boundary disputes affecting the Property; and no person claims any right to possession to the Property or any portion thereof adverse to Seller.

The representations set forth in this section will be deemed to have been made again, on the Date of Closing, and will continue to be true, complete, and correct as of the Closing.

8. Hazardous Material Provisions.

(a) Definition. The term "hazardous waste or materials or substances" as used in this Agreement is used in its very broadest sense and includes, but is not limited to, materials and substances designated as hazardous under any federal, state, or local act or ordinance.

(b) Seller's Representations. Seller represents that it has not received notification of any kind from any agency suggesting that the Property is or may be targeted as a Superfund or clean up site. Seller represents that Seller does not keep, use, or dispose of, and Seller has not permitted anyone else to keep, use, or dispose of, whether permanently or temporarily, on the Property, any hazardous waste or materials or substances, and has no reason to believe or suspect that Seller or any other person or entity has kept, used, or disposed of, either temporarily or permanently, any hazardous waste or materials or substances on the Property. Seller represents that Seller has not conducted any test or studies to specifically determine whether any hazardous waste or

materials or substances existed on the Property prior to Seller's ownership or as of the date of this Agreement.

9. Buyer Representations. Buyer, to the best of its knowledge, represents the following to Seller:

(a) Authority. Buyer has the power, right, and authority to make this Agreement with Seller.

10. Remedies.

(a) Seller's Default. In the event Seller defaults in fulfilling its obligations under this Agreement, Buyer shall be entitled to all remedies at law or equity including without limitation the right to enforce specific performance of this Agreement against Seller.

(b) Buyer's Default. In the event Buyer fails, without legal excuse, to complete the purchase, or otherwise defaults under the terms of this Agreement, the Earnest Money shall be forfeited to the Seller as the sole and exclusive remedy available to the Seller for such failure and default.

11. Risk of Loss, Insurance. Risk of loss of or damage to the Property shall be borne by Seller until the date of Closing. Thereafter, Buyer shall bear the risk of loss. In the event of material loss of or damage to the Property prior to the date of Closing, Seller shall not be obligated to restore the Property nor pay damages to Buyer by reason of such loss or damage, and Buyer may terminate this Agreement by giving notice of such termination to Seller and Closing Agent, and such termination shall be effective and the Earnest Money shall be refunded to Buyer ten (10) days thereafter; provided, however, that Buyer may elect to purchase the Property in the condition existing on the date of Closing and on Closing Seller shall assign to Buyer the proceeds of any policy of insurance carried by or for the benefit of Seller covering any loss or damage to the Property occurring after the date hereof and prior to the Closing date. Seller will submit an insurance claim and use its best efforts to obtain insurance proceeds. On Closing, Seller will pay to Buyer, outside of escrow, the entire amount of insurance proceeds received from such claim.

12. Notices. Except as specifically set forth herein, any demand, request or notice which either party hereto desires or may be required to make or deliver to the other shall be in writing and shall be deemed given when personally delivered, or when delivered by private courier service (such as Federal Express), or three days after being deposited in the United States Mail first class, postage prepaid and addressed as follows:

(a) Seller's Address:  
1209 Cherry Ave NE  
Bainbridge Island WA 98110

(b) Buyer's Address:

The foregoing addresses may be changed by written notices to the other party as provided herein.

13. Seller's Period of Acceptance. Seller shall have seven (7) days from the date of delivery of this instrument to Seller to accept this offer by written or electronic signature. In the event Seller does not accept this offer within the 7-day period, the offer will be considered withdrawn, and this Agreement will be null and void. Buyer, and only Buyer, may waive this 7-day limitation.

14. Time. Time is of the essence in every provision of this Agreement.

15. Survival of Representations. The terms, covenants, and representations contained in this Agreement shall not merge with the Deed of conveyance, but shall continue and survive Closing.

16. Entire Agreement. This Agreement contains the entire understanding between the Parties and supersedes any prior understandings and agreements between them regarding the subject matter hereof. There are no other representations, agreements, or understandings, oral or written, between the parties hereto relating to the subject matter of this Agreement. No amendment of, or supplement to, this Agreement shall be valid or effective unless made in writing and executed by the Parties hereto.

17. Seller's Covenants Pending Closing. Seller covenants for the benefit of and agrees with Buyer that, pending Closing, Seller shall not do or permit to be done any of the following other than in the ordinary course or operation of the Property and without in each case securing Buyer's prior written consent, which consent shall not be withheld unreasonably; enter into any lease or rental agreement for the Property; make any agreements or commitments relating to the maintenance, repair, replacement or operation of the Property for a period extending beyond Closing; or commence or continue any construction affecting the improvements other than ordinary maintenance and repair.

18. Governing Law/Venue. This Agreement shall be controlled by and interpreted under Washington law, without application or consideration of any choice of law principles. Venue shall be in the State or Federal Courts of King County.

19. Binding Agreement. This Agreement shall inure to the benefit of and be binding upon the heirs, personal representative, successors, and assigns of the parties hereto.

20. Electronic Signatures. This Agreement may be executed and/or amended by the use of electronic signatures.

IN WITNESS WHEREOF, the parties hereto have executed one or more copies of this Agreement to be effective on the date of final signature.

Item 7.

Dated: 7/1/2021      7/1/2021

SELLER:

By: DocuSigned by:  
Nick Lacy  
8017019040094D5... DocuSigned by:  
Scott Alderson  
3F6E322105DF40C...

Printed Name: Nick Lacy      Scott Alderson

Dated: \_\_\_\_\_

BUYER:

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

EXHIBIT A

Legal Description of Property

THE NORTH 80 FEET OF LOT 12, BLOCK A, MERCER CREST, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 42 OF PLATS, PAGE 26, RECORDS OF KING COUNTY WASHINGTON.

EXCEPT THAT PORTION THEREOF CONVEYED UNTO THE CITY OF MERCER ISLAND FOR ROAD PURPOSES BY DEED RECORDED UNDER RECORDING NUMBER 6201744 AND DEED RECORDED JULY 9, 1990 UNDER RECORDING NUMBER 9007090500.

SITUATE IN THE COUNTY OF KING, STATE OF WASHINGTON.

Tax Parcel No. 545030-0061





## EXHIBIT B

Disclosure Statement

## INSTRUCTIONS TO THE SELLER

Please complete the following form. Do not leave any spaces blank. If the question clearly does not apply to the property write "N/A." If the answer is "yes" to any \* items, please explain on attached sheets. Please refer to the line number(s) of the question(s) when you provide your explanation(s). For your protection you must date and sign each page of this disclosure statement and each attachment. Delivery of the disclosure statement must occur not later than five business days, unless otherwise agreed, after mutual acceptance of a written contract to purchase between a buyer and a seller.

## NOTICE TO THE BUYER

THE FOLLOWING DISCLOSURES ARE MADE BY SELLER ABOUT THE CONDITION OF THE PROPERTY ("THE PROPERTY") AS LEGALLY DESCRIBED ON ATTACHED EXHIBIT A.

SELLER MAKES THE FOLLOWING DISCLOSURES OF EXISTING MATERIAL FACTS OR MATERIAL DEFECTS TO BUYER BASED ON SELLER'S ACTUAL KNOWLEDGE OF THE PROPERTY AT THE TIME SELLER COMPLETES THIS DISCLOSURE STATEMENT. UNLESS YOU AND SELLER OTHERWISE AGREE IN WRITING, YOU HAVE THREE BUSINESS DAYS FROM THE DAY SELLER OR SELLER'S AGENT DELIVERS THIS DISCLOSURE STATEMENT TO YOU TO RESCIND THE AGREEMENT BY DELIVERING A SEPARATELY SIGNED WRITTEN STATEMENT OF RESCISSION TO SELLER OR SELLER'S AGENT. IF THE SELLER DOES NOT GIVE YOU A COMPLETED DISCLOSURE STATEMENT, THEN YOU MAY WAIVE THE RIGHT TO RESCIND PRIOR TO OR AFTER THE TIME YOU ENTER INTO A SALE AGREEMENT.

THE FOLLOWING ARE DISCLOSURES MADE BY SELLER AND ARE NOT THE REPRESENTATIONS OF ANY REAL ESTATE LICENSEE OR OTHER PARTY. THIS INFORMATION IS FOR DISCLOSURE ONLY AND IS NOT INTENDED TO BE A PART OF ANY WRITTEN AGREEMENT BETWEEN BUYER AND SELLER.

FOR A MORE COMPREHENSIVE EXAMINATION OF THE SPECIFIC CONDITION OF THIS PROPERTY YOU ARE ADVISED TO OBTAIN AND PAY FOR THE SERVICES OF QUALIFIED EXPERTS TO INSPECT THE PROPERTY, WHICH MAY INCLUDE, WITHOUT LIMITATION, ARCHITECTS, ENGINEERS, LAND SURVEYORS, PLUMBERS, ELECTRICIANS, ROOFERS, BUILDING INSPECTORS, ON-SITE WASTEWATER TREATMENT INSPECTORS, OR STRUCTURAL PEST INSPECTORS. THE PROSPECTIVE

BUYER AND SELLER MAY WISH TO OBTAIN PROFESSIONAL ADVICE OR INSPECTIONS OF THE PROPERTY OR TO PROVIDE APPROPRIATE PROVISIONS IN A CONTRACT BETWEEN THEM WITH RESPECT TO ANY ADVICE, INSPECTION, DEFECTS OR WARRANTIES.

Seller . . . . is/ . . . . is not occupying the property.

I. SELLER'S DISCLOSURES:

\*If you answer "Yes" to a question with an asterisk (\*), please explain your answer and attach documents, if available and not otherwise publicly recorded. If necessary, use an attached sheet.

1. TITLE

A. Do you have legal authority to sell the property? If no, please explain.

- Yes
- No
- Don't know

\*B. Is title to the property subject to any of the following?

- (1) First right of refusal
- (2) Option
- (3) Lease or rental agreement
- (4) Life estate?
- Yes
- No
- Don't know

\*C. Are there any encroachments, boundary agreements, or boundary disputes?

- Yes
- No
- Don't know

\*D. Is there a private road or easement agreement for access to the property?

- Yes
- No
- Don't know

\*E. Are there any rights-of-way, easements, or access limitations that may affect the Buyer's use of the property?

- Yes
- No
- Don't know

\*F. Are there any written agreements for joint maintenance of an easement or right-of-way?

- Yes
- No
- Don't know

\*G. Is there any study, survey project, or notice that would adversely affect the property?

- Yes
- No
- Don't know

\*H. Are there any pending or existing assessments against the property?

- Yes
- No
- Don't know

\*I. Are there any zoning violations, nonconforming uses, or any unusual restrictions on the property that would affect future construction or remodeling?

- Yes
- No
- Don't know

\*J. Is there a boundary survey for the property?

- Yes
- No
- Don't know

\*K. Are there any covenants, conditions, or restrictions recorded against the property?

- Yes
- No
- Don't know

## 2. WATER

### A. Household Water

(1) The source of water for the property is:

- Private or publicly owned water system
- Private well serving only the subject property . . . . .
- \* Other water system

\*If shared, are there any written agreements?

- Yes
- No
- Don't know
- N/A

\*(2) Is there an easement (recorded or unrecorded) for access to and/or maintenance of the water source?

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- Yes
- No
- Don't know
- N/A

\*(3) Are there any problems or repairs needed?

- Yes
- No
- Don't know
- [N/A]

(4) During your ownership, has the source provided an adequate year-round supply of potable water? If no, please explain.

- Yes
- No
- Don't know

\*(5) Are there any water treatment systems for the property?

If yes, are they  Leased  Owned

- Yes
- No
- Don't know

\*(6) Are there any water rights for the property associated with its domestic water supply, such as a water right permit, certificate, or claim?

- Yes
- No
- Don't know

(a) If yes, has the water right permit, certificate, or claim been assigned, transferred, or changed?

- Yes
- No
- Don't know
- N/A

\*(b) If yes, has all or any portion of the water right not been used for five or more successive years?

- Yes
- No
- Don't know
- [N/A]

\*(7) Are there any defects in the operation of the water system (e.g. pipes, tank, pump, etc.)?

- Yes
- No
- Don't know

B. Irrigation Water

(1) Are there any irrigation water rights for the property, such as a water right permit, certificate, or claim?

- Yes  
 No  
 Don't know

\*(a) If yes, has all or any portion of the water right not been used for five or more successive years?

- Yes  
 No  
 Don't know  
 N/A

\*(b) If so, is the certificate available? (If yes, please attach a copy.)

- Yes  
 No  
 Don't know  
 N/A

\*(c) If so, has the water right permit, certificate, or claim been assigned, transferred, or changed?

- Yes  
 No  
 Don't know  
 N/A

\*(2) Does the property receive irrigation water from a ditch company, irrigation district, or other entity? If so, please identify the entity that supplies water to the property:

- Yes  
 No  
 Don't know

### C. Outdoor Sprinkler System

(1) Is there an outdoor sprinkler system for the property?

- Yes  
 No  
 Don't know

\*(2) If yes, are there any defects in the system?

- Yes  
 No  
 Don't know

\*(3) If yes, is the sprinkler system connected to irrigation water?

- Yes  
 No  
 Don't know

3. SEWER/ON-SITE SEWAGE SYSTEM

A. The property is served by:

- Public sewer system,
- On-site sewage system (including pipes, tanks, drainfields, and all other component parts)
- Other disposal system, please describe:

B. If public sewer system service is available to the property, is the house connected to the sewer main? If no, please explain.

- Yes
- No
- Don't know

\*C. Is the property subject to any sewage system fees or charges in addition to those covered in your regularly billed sewer or on-site sewage system maintenance service?

- Yes
- No
- Don't know

D. If the property is connected to an on-site sewage system:

\*(1) Was a permit issued for its construction, and was it approved by the local health department or district following its construction?

- Yes
- No
- Don't know
- N/A

(2) When was it last pumped?

- N/A

.....

- Don't know

\*(3) Are there any defects in the operation of the on-site sewage system?

- Yes
- No
- Don't know
- N/A

(4) When was it last inspected?

.....

By whom: . . . .

- N/A
- Don't know

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Seller's Initials:

*M*

Date: 7/1/2021

Seller's Initials:

*Sd*

Date: 7/1/2021

(5) For how many bedrooms was the on-site sewage system approved?

- N/A
- . . . . bedrooms
- Don't know

E. Are all plumbing fixtures, including laundry drain, connected to the sewer/on-site sewage system? If no, please explain:

- Yes
- No. . . .
- Don't know

\*F. Have there been any changes or repairs to the on-site sewage system?

- Yes
- No
- Don't know
- N/A

G. Is the on-site sewage system, including the drainfield, located entirely within the boundaries of the property? If no, please explain.

- Yes
- No. . . .
- Don't know
- N/A

\*H. Does the on-site sewage system require monitoring and maintenance services more frequently than once a year?

- Yes. . . .
- No
- Don't know
- N/A

NOTICE: IF THIS RESIDENTIAL REAL PROPERTY DISCLOSURE STATEMENT IS BEING COMPLETED FOR NEW CONSTRUCTION WHICH HAS NEVER BEEN OCCUPIED, THE SELLER IS NOT REQUIRED TO COMPLETE THE QUESTIONS LISTED IN ITEM 4. STRUCTURAL OR ITEM 5. SYSTEMS AND FIXTURES

#### 4. STRUCTURAL

\*A. Has the roof leaked within the last five years?

- Yes
- No
- Don't know

\*B. Has the basement flooded or leaked?

- Yes
- No
- Don't know
- N/A

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Seller's Initials:



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Seller's Initials:



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\*C. Have there been any conversions, additions, or remodeling?

- Yes
- No
- Don't know

\*(1) If yes, were all building permits obtained?

- Yes
- No
- Don't know

\*(2) If yes, were all final inspections obtained?

- Yes
- No
- Don't know

D. Do you know the age of the house? If yes, year of original construction:1954

- Yes
- No
- Don't know

\*E. Has there been any settling, slippage, or sliding of the property or its improvements?

- Yes
- No
- Don't know

\*F. Are there any defects with the following: (If yes, please check applicable items and explain.)

- Foundations
- Decks
- Exterior Walls

- Chimneys
- Interior Walls
- Fire Alarm

- Doors
- Windows
- Patio

- Ceilings
- Slab Floors
- Driveways

- Pools
- Hot Tub
- Sauna

- Sidewalks
- Outbuildings
- Fireplaces
  
- Garage Floors
- Walkways
- Siding
  
- Other
- Woodstoves
- Elevators
  
- Incline Elevators
- Stairway Chair Lifts
- Wheelchair Lifts

\*G. Was a structural pest or "whole house" inspection done? If yes, when and by whom was the inspection completed?

- Yes. . . .
- No
- Don't know

H. During your ownership, has the property had any wood destroying organism or pest infestation?

- Yes
- No
- Don't know

I. Is the attic insulated?

- Yes
- No
- Don't know

J. Is the basement insulated?

- Yes
- No
- Don't know

### 5. SYSTEMS AND FIXTURES

\*A. If any of the following systems or fixtures are included with the transfer, are there any defects? If yes, please explain.

Electrical system, including wiring, switches, outlets, and service

- Yes
- No
- Don't know

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Plumbing system, including pipes, faucets, fixtures, and toilets

- Yes
- No
- Don't know

Hot water tank

- Yes
- No
- Don't know

Garbage disposal

- Yes
- No
- Don't know

Appliances

- Yes
- No
- Don't know

Sump pump

- Yes
- No
- Don't know

Heating and cooling systems

- Yes
- No
- Don't know

Security system

- Owned  Leased

Other .N/A . . .

\*B. If any of the following fixtures or property is included with the transfer, are they leased? (If yes, please attach copy of lease.)

Security system

- Yes. . . .
- No
- Don't know
- N/A

Tanks (type):

- Yes . . . . .
- No

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Seller's Initials:

*M*

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Seller's Initials:

*SD*

Date: 7/1/2021

Don't know

Satellite dish

Yes . . . . .

No

Don't know

N/A

Other: . . . . .

\*C. Are any of the following kinds of wood burning appliances present at the property?

(1) Woodstove?

Yes

No

Don't know

(2) Fireplace insert?

Yes

No

Don't know

(3) Pellet stove?

Yes

No

Don't know

(4) Fireplace?

Yes

No

Don't know

If yes, are all of the (1) woodstoves or (2) fireplace inserts certified by the U.S. Environmental Protection Agency as clean burning appliances to improve air quality and public health?

Yes

No

Don't know

D. Is the property located within a city, county, or district or within a department of natural resources fire protection zone that provides fire protection services?

Yes

No

Don't know

E. Is the property equipped with carbon monoxide alarms?



(Note: Pursuant to RCW 19.27.530, seller must equip the residence with carbon monoxide alarms as required by the state building code.)

- Yes
- No
- Don't know

F. Is the property equipped with smoke detection devices?

(Note: Pursuant to RCW 43.44.110, if the property is not equipped with at least one smoke detection device, at least one must be provided by the seller.)

- Yes
- No
- Don't know

### 6. HOMEOWNERS' ASSOCIATION/COMMON INTERESTS

A. Is there a Homeowners' Association? Name of Association and contact information for an officer, director, employee, or other authorized agent, if any, who may provide the association's financial statements, minutes, bylaws, fining policy, and other information that is not publicly available:

- Yes
- No
- Don't know

B. Are there regular periodic assessments:

\$ . . . per  Month  Year

- Other . . . .
- Yes
- No
- Don't know

\*C. Are there any pending special assessments?

- Yes
- No
- Don't know

\*D. Are there any shared "common areas" or any joint maintenance agreements (facilities such as walls, fences, landscaping, pools, tennis courts, walkways, or other areas co-owned in undivided interest with others)?

- Yes
- No
- Don't know

### 7. ENVIRONMENTAL

\*A. Have there been any flooding, standing water, or drainage problems on the property that affect the property or access to the property?

- Yes
- No

Purchase and Sale Agreement

Page 21

Seller's Initials:

*M*

Date: 7/1/2021

Seller's Initials:

*Sd*

Date: 7/1/2021

Don't know

\*B. Does any part of the property contain fill dirt, waste, or other fill material?

Yes

No

Don't know

\*C. Is there any material damage to the property from fire, wind, floods, beach movements, earthquake, expansive soils, or landslides?

Yes

No

Don't know

D. Are there any shorelines, wetlands, floodplains, or critical areas on the property?

Yes

No

Don't know

\*E. Are there any substances, materials, or products in or on the property that may be environmental concerns, such as asbestos, formaldehyde, radon gas, lead-based paint, fuel or chemical storage tanks, or contaminated soil or water?

Yes

No

Don't know

\*F. Has the property been used for commercial or industrial purposes?

Yes

No

Don't know

\*G. Is there any soil or groundwater contamination?

Yes

No

Don't know

\*H. Are there transmission poles or other electrical utility equipment installed, maintained, or buried on the property that do not provide utility service to the structures on the property?

Yes

No

Don't know

\*I. Has the property been used as a legal or illegal dumping site?

Yes

No

Don't know

\*J. Has the property been used as an illegal drug manufacturing site?

- Yes
- No
- Don't know

\*K. Are there any radio towers in the area that cause interference with cellular telephone reception?

- Yes
- No
- Don't know

### 8. MANUFACTURED AND MOBILE HOMES

If the property includes a manufactured or mobile home,

\*A. Did you make any alterations to the home? If yes, please describe the alterations:

- Yes. ....
- No
- Don't know
- N/A

\*B. Did any previous owner make any alterations to the home?

- Yes
- No
- Don't know
- N/A

\*C. If alterations were made, were permits or variances for these alterations obtained?

- Yes
- No
- Don't know
- N/A

### 9. FULL DISCLOSURE BY SELLERS

A. Other conditions or defects:

- Yes
- No
- Don't know

\*Are there any other existing material defects affecting the property that a prospective buyer should know about?

- Yes
- No
- Don't know

B. Verification:

Purchase and Sale Agreement

Page 23

Seller's Initials:

Date: 7/1/2021

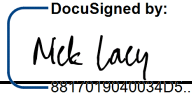
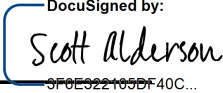
Seller's Initials:

Date: 7/1/2021

The foregoing answers and attached explanations (if any) are complete and correct to the best of my/our knowledge and I/we have received a copy hereof. I/we authorize all of my/our real estate licensees, if any, to deliver a copy of this disclosure statement to other real estate licensees and all prospective buyers of the property.

Dated: 7/1/2021      7/1/2021

SELLER:

By:    
Printed Name: Nick Lacy      Scott Alderson

NOTICE TO THE BUYER

INFORMATION REGARDING REGISTERED SEX OFFENDERS MAY BE OBTAINED FROM LOCAL LAW ENFORCEMENT AGENCIES. THIS NOTICE IS INTENDED ONLY TO INFORM YOU OF WHERE TO OBTAIN THIS INFORMATION AND IS NOT AN INDICATION OF THE PRESENCE OF REGISTERED SEX OFFENDERS.

II. BUYER'S ACKNOWLEDGMENT

A. Buyer hereby acknowledges that: Buyer has a duty to pay diligent attention to any material defects that are known to Buyer or can be known to Buyer by utilizing diligent attention and observation.

B. The disclosures set forth in this statement and in any amendments to this statement are made only by the Seller and not by any real estate licensee or other party.

C. Buyer acknowledges that, pursuant to RCW 64.06.050(2), real estate licensees are not liable for inaccurate information provided by Seller, except to the extent that real estate licensees know of such inaccurate information.

D. This information is for disclosure only and is not intended to be a part of the written agreement between the Buyer and Seller.

E. Buyer (which term includes all persons signing the "Buyer's acceptance" portion of this disclosure statement below) has received a copy of this Disclosure Statement (including attachments, if any) bearing Seller's signature.

DISCLOSURES CONTAINED IN THIS DISCLOSURE STATEMENT ARE PROVIDED BY SELLER BASED ON SELLER'S ACTUAL KNOWLEDGE OF THE PROPERTY AT THE TIME SELLER COMPLETES THIS DISCLOSURE STATEMENT. UNLESS BUYER AND SELLER OTHERWISE AGREE IN WRITING, BUYER SHALL HAVE THREE BUSINESS DAYS FROM THE DAY SELLER OR SELLER'S AGENT DELIVERS THIS DISCLOSURE STATEMENT TO RESCIND THE AGREEMENT BY DELIVERING A SEPARATELY SIGNED WRITTEN STATEMENT OF RESCISSION TO SELLER OR SELLER'S AGENT. YOU MAY WAIVE THE RIGHT TO RESCIND PRIOR TO OR AFTER THE TIME YOU ENTER INTO A SALE AGREEMENT.

BUYER HEREBY ACKNOWLEDGES RECEIPT OF A COPY OF THIS DISCLOSURE STATEMENT AND ACKNOWLEDGES THAT THE DISCLOSURES MADE HEREIN ARE THOSE OF THE SELLER ONLY, AND NOT OF ANY REAL ESTATE LICENSEE OR OTHER PARTY.

Dated: \_\_\_\_\_

BUYER:

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**CITY OF MERCER ISLAND  
ORDINANCE NO. 21-15**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,  
INCORPORATING CERTAIN BUDGET REVISIONS TO THE 2021-2022  
BIENNIAL BUDGET AND AMENDING ORDINANCE NO 20-29, 21-07 AND 21-  
11**

**(BUDGET AMENDMENT NO. 3)**

WHEREAS, the City Council adopted the 2021-2022 Budget by Ordinance No. 20-29 on December 1, 2020, representing the total for the biennium of estimated resources and expenditures for each of the separate funds of the City; and

WHEREAS, budget adjustments are needed that have not been previously approved by the City Council, as noted in the following table;

Fund	Department	Description	Budget Year	Amount	Funding Source
Street Fund	Public Works	Right-of-Way Acquisition at SE 40 <sup>th</sup> and ICW	2021	\$ 1,193,000	Unappropriated Fund Balance (REET 2)

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

**Section 1. Amending the 2021-2022 Budget**

The 2021-2022 Budget for the City of Mercer Island, as adopted in Ordinance No. 20-29 and amended by Ordinance No 21-07 and Ordinance 21-11, is hereby amended to incorporate increases in resources and expenditures in the following funds for the 2021-2022 biennium for the project listed above:

Fund	Fund Name	Resources	Expenditures
104	Street Fund	\$ 1,193,000	\$ 1,193,000
<b>Total</b>		<b>\$ 1,193,000</b>	<b>\$ 1,193,000</b>

**Section 2. Amending Previously Adopted Budget Ordinances**

City Ordinances 20-29, 21-07 and 21-11, as previously adopted and as hereby amended, are hereby ratified, confirmed, and continued in full force and effect.

**Section 3. Effective Date**

This Ordinance shall take effect and be in force 5 days after passage and publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON THE 6TH DAY OF JULY 2021.

CITY OF MERCER ISLAND

\_\_\_\_\_  
Benson Wong, Mayor

ATTEST:

\_\_\_\_\_  
Deborah A. Estrada, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Bio Park, City Attorney

Date of Publication: \_\_\_\_\_



**BUSINESS OF THE CITY COUNCIL  
CITY OF MERCER ISLAND**

**AB 5910  
July 6, 2021  
Regular Business**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	AB 5910: Town Center Moratorium: Economic Analysis Revised Outputs and Legislative Options Consideration	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Provide desired direction to staff for legislative options to address the Town Center moratorium.	

<b>DEPARTMENT:</b>	Community Planning and Development
<b>STAFF:</b>	Jeff Thomas, Interim Director Sarah Bluvas, Economic Development Coordinator Elliot Weiss, Project Manager, Community Attributes Inc.
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Town Center Economic Analysis Memorandum Revised Outputs, Discussion Draft June 22, 2021
<b>CITY COUNCIL PRIORITY:</b>	n/a

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ 50,000
<b>APPROPRIATION REQUIRED</b>	\$ n/a

**SUMMARY**

In June 2020, the City Council enacted a moratorium on major new construction generally in the southeast quadrant of the Town Center (TC) zoning designation while the City evaluates potential updates and/or amendments to development regulations within the Town Center, including requirements for various types of commercial space.

The City contracted with the firm Community Attributes, Inc. (CAI) to analyze the demand for additional ground floor commercial uses and the feasibility of requiring such uses in new buildings. On April 6, the City Council received a presentation on the findings of this analysis – please see [AB 5841](#) for additional information. The City Council discussed this analysis further on April 20 and provided direction to staff to complete additional analysis with changes to three variables – updated population estimates, revised taxable retail sales per capita, and a broader array of capitalization rates. The City Council also provided direction to staff to research legislative options in addition to a “no net loss” option discussed on April 20.

The intent this evening is for City Council to (A) receive the additional economic analysis revised outputs, and (B) consider legislative options to address the TC moratorium and provide staff direction.



## A. ECONOMIC ANALYSIS REVISED OUTPUTS

As directed by City Council on April 20, CAI completed additional economic analysis with changes to three variables – updated population estimates, revised taxable retail sales per capita, and a broader array of capitalization rates. This additional analysis is included in Exhibit 1. Utilizing the revised and updated data, a key output of this additional economic analysis is that the amount of supportable TC retail square feet increased slightly from 29,930 to 34,840.

## B. LEGISLATIVE OPTIONS CONSIDERATION

As directed by City Council on April 20, staff researched legislative options in addition to a “no net loss” option. The options summarized below were evaluated for the potential to address the City Council findings from 2020 preserving existing quantities of commercial retail space and providing for projected future demand. A matrix summarizing the evaluation of these options is provided at the end of this section.

### 1. Do nothing.

Narrative: No change to current regulations. Under this scenario, the requirement to provide commercial retail street frontage would continue to not be required within the moratorium area. This option would not make progress on objectives of preserving existing commercial retail space or adding such space to meet identified future demand.

### 2. Amend the TC Sub Area Plan and Zoning Map to remove the moratorium area from the TC and rezone to an exclusive commercial zone such as “General Commercial,” “Community Business,” or “Neighborhood Business.”

Narrative: This option removes some or all of the moratorium area from the TC boundary and would prohibit residential uses. This would possibly cause some parcels to become legal nonconforming. Progress on preserving existing commercial retail space would likely be made. There would, however, likely be loss of future residential capacity and no progress would be made toward meeting identified future demand of commercial retail space.

### 3. (A) Amend [MICC 19.11.020](#) Figure 2 to require blanket “retail street frontage” throughout the TC or only blanket throughout the moratorium boundary.

Narrative: While amending this map to blanket the entire TC or just the moratorium boundary with a retail street frontage requirement is a straightforward legislative fix and it may make progress on preserving existing commercial retail space, it is unlikely that progress will be made to add retail space to meet identified future demand. Additionally, it would largely undo the efforts from the 2016 development regulation updates to concentrate commercial retail activity in the TC.

### 3. (B) Amend [MICC 19.11.020](#) Figure 2 to complete surgical additions / deletions to the current map.

Narrative: Amending this map to make surgical additions / deletions is also straightforward from a legislative perspective and similarly to 3(A) may make progress on preserving existing commercial retail space, but no progress will be made on adding such space to meet identified future demand. If this option is used in conjunction with option #5, however, progress on this objective could be made. Additionally, it could improve upon the 2016 development regulation updates to concentrate commercial retail activity in the TC.

**3. (C) Repeal [MICC 19.11.020 \(B\)](#) and Figure 2 that require “retail street frontage” in the TC and replace with the regulations existing prior to the adoption of [Ordinance No. 16C-06](#).**

Narrative: This option would repeal Figure 2 and the supporting language and be generally replaced with the requirements which were in effect from 2013-2016 from the adoption of [Ordinance No. 13C-01](#). At a minimum, there would need to be some updating and modernization of the former language related to public parking. This option may make progress on the objective of preserving existing commercial retail space, but would not make progress on adding such space to meet identified future demand. Additionally, there could be a regression in the effort to concentrate commercial retail activity in the TC.

**4. Amend [MICC 19.11.020](#) to add a “no net loss” commercial retail square footage requirement throughout the TC administered on a parcel-by-parcel basis.**

Narrative: This option has been the most discussed by the City Council to date and would make progress on the objective of preserving existing commercial retail space but would not make progress on adding such space to meet identified future demand. The provision of commercial retail space throughout the TC would be based on a current inventory of such space, which will place more burden on some parcels than others. One of the resulting impacts could be the consolidation of parcels in the TC to even out this burden (i.e. two parcels consolidate – one with significant existing commercial retail space and one without).

**5. Amend [MICC 19.11.020](#) to add a “commercial floor area ratio” requirement for properties subject to the requirement in Figure 2.**

Narrative: This option solves the inequitable burden problem in option #4 by identifying a current inventory of commercial retail space (and future demand if desired) and corresponding total land area to calculate a commercial floor area ratio requirement for new development. The ratio would be the same for all parcels subject to this requirement. A simple example of this calculation follows:

Sample Commercial Floor Area Calculation		
A	Total Commercial Retail Space of Subject Parcels	50,000 square feet
B	Total Size of Subject Parcels	200,000 square feet
C	Commercial Floor Area Ratio (A/B)	0.25

Therefore, in applying this sample calculation, for every 1 acre (43,560 square feet) of TC redevelopment, 10,890 square feet (43,560 x 0.25) of commercial retail space would be required. Using a commercial floor area ratio would result in some parcels experiencing a net gain of commercial retail space while others would experience a net loss with the end result being the achievement of the total commercial retail space desired over the long term.

This option would make progress on the objectives of preserving existing commercial retail space and on adding such space to meet identified future demand. It would be best used in conjunction with option #3(B) by making surgical amendments to [MICC 19.11.020](#) Figure 2.

Legislative Options - Evaluation Matrix					
Option #	Detail	Preserve Commercial Retail	Increase Commercial Retail	Concentrate Commercial Retail	Code Amendment Complexity
1	Do Nothing	-	-	-	N/A
2	Rezone Commercial	X	-	-	High
3(A)	Blanket Commercial Retail	X	-	-	Low
3(B)	Surgical Commercial Retail	X	-	X	Low
3(C)	Revert to 2013 Code	X	-	-	High
4	No Net Loss Provision	X	-	-	Medium
5	Commercial FAR	X	X	-	Medium
3(B) + 4		X	-	X	Medium
3(B) + 5		X	X	X	Medium

#### NEXT STEPS

The staff will facilitate a discussion with the City Council on the options above. Staff is seeking feedback on the preferred option(s) to move forward and address the TC moratorium. Should City Council direction include amendments to the TC development regulations, these would be presented to the Planning Commission in September. Any Planning Commission recommendation would be brought forward to City Council in late 2021 for consideration and adoption.

#### RECOMMENDATION

Provide desired direction to staff for legislative options to address Town Center moratorium.

# Mercer Island Town Center Economic Analysis Revised Output Summary Memorandum

Discussion Draft

June 22, 2021

Prepared by:



Prepared for:





*Community Attributes Inc. tells data-rich stories about communities  
that are important to decision makers.*

President and CEO:  
Chris Mefford

Project Manager:  
Elliot Weiss

Analyst:  
Michaela Jellicoe  
Ethan Schmidt

Community Attributes Inc.  
500 Union Street, Suite 200  
Seattle, Washington 98101  
[www.communityattributes.com](http://www.communityattributes.com)

## INTRODUCTION

The following memorandum responds to requests made by members of the Mercer Island City Council. Specifically, councilmembers wished to test different input values for capitalization rates and asked to update the retail demand analysis with forthcoming housing targets from the Puget Sound Regional Council (PSRC) rather than the current population forecast given by the Washington Office of Financial Management (OFM). Exhibits to summarize the analysis under these revised assumptions follow.

Please note that this memorandum should be taken in conjunction with the initial report, which utilizes the original inputs and assumptions, and which provides detail on how each development prototype is modeled.

## REVISED OUTPUTS

### Capitalization Rates

The following exhibits present the pro forma residual land value model's results while utilizing a revised cap rate range between 4% and 5%.

**Exhibit 1** presents the economic surplus generated by the 3-story multifamily prototype with the revised capitalization rates. Economic surplus ranges from \$65 to \$183 per square foot.

#### Exhibit 1. Economic Surplus Summary, 3-Story Multifamily

Prototype	3-story: Multifamily				
<b>Summary</b>					
Site Size (Square Feet)	75,000				
Building Footprint	26,250				
Built Square Feet	78,750				
FAR	1.1				
Maximum Building Height	39				
<b>Feasibility</b>					
Capitalization Rate	<b>4.00%</b>	<b>4.25%</b>	<b>4.50%</b>	<b>4.75%</b>	<b>5.00%</b>
Residual Land Value (/sf)	\$352	\$316	\$283	\$254	\$228
Economic Surplus (/sf)	\$183	\$148	\$117	\$90	\$65

Sources: CBRE, 2021; CoStar, 2021; Office of Policy Development and Research, 2021; RS Means, 2021; Community Attributes, 2021.

Economic surplus for the 3-story mixed-use prototype ranged from \$3 to \$107 per square foot (**Exhibit 2**).

### Exhibit 2. Economic Surplus Summary, 3-Story Mixed-Use

Prototype	3-story: 2-Over-1 Mixed-Use				
<b>Summary</b>					
Site Size (Square Feet)	75,000				
Building Footprint	26,250				
Built Square Feet	78,750				
FAR	1.1				
Maximum Building Height	39				
<b>Feasibility</b>					
Capitalization Rate	<b>4.00%</b>	<b>4.25%</b>	<b>4.50%</b>	<b>4.75%</b>	<b>5.00%</b>
Residual Land Value (/sf)	\$272	\$240	\$211	\$186	\$163
Economic Surplus (/sf)	\$107	\$76	\$49	\$24	\$3

Sources: CBRE, 2021; CoStar, 2021; Office of Policy Development and Research, 2021; RS Means, 2021; Community Attributes, 2021.

When using the revised capitalization rates, the 4-story mixed-use prototype produced economic surplus ranging from \$37 to \$149 (**Exhibit 3**).

### Exhibit 3. Economic Surplus Summary, 4-Story Mixed-Use

Prototype	4-story: 3-Over-1 Mixed-Use				
<b>Summary</b>					
Site Size (Square Feet)	75,000				
Building Footprint	48,750				
Built Square Feet	195,000				
FAR	2.6				
Maximum Building Height	45				
<b>Feasibility</b>					
Capitalization Rate	<b>4.00%</b>	<b>4.25%</b>	<b>4.50%</b>	<b>4.75%</b>	<b>5.00%</b>
Residual Land Value (/sf)	\$547	\$462	\$386	\$318	\$257
Economic Surplus (/sf)	\$149	\$116	\$87	\$61	\$37

Sources: CBRE, 2021; CoStar, 2021; Office of Policy Development and Research, 2021, RS Means, 2021; Community Attributes, 2021.

**Exhibit 4** presents the economic surplus generated by the 5-story mixed-use prototype using the revised capitalization rates. The surplus ranged from \$64 to \$178 per square foot.

**Exhibit 4. Economic Surplus Summary, 5-Story Mixed-Use**

Prototype	5-story: 4-Over-1 Mixed-Use				
<b>Summary</b>					
Site Size (Square Feet)	75,000				
Building Footprint	48,750				
Built Square Feet	243,750				
FAR	3.3				
Maximum Building Height	55				
<b>Feasibility</b>					
Capitalization Rate	<b>4.00%</b>	<b>4.25%</b>	<b>4.50%</b>	<b>4.75%</b>	<b>5.00%</b>
Residual Land Value (/sf)	\$737	\$629	\$532	\$446	\$369
Economic Surplus (/sf)	\$178	\$144	\$115	\$88	\$64

Sources: CBRE, 2021; CoStar, 2021; Office of Policy Development and Research, 2021, RS Means, 2021; Community Attributes, 2021.

**Retail Demand**

**Exhibit 5** presents the updated supportable retail growth using PSRC housing targets along with 2020 taxable retail sales and population data. Under these assumptions, estimated population growth is 2,790 through 2044, assuming 1,240 new households and 2.25 persons per household. The taxable retail sales have also been updated to exclude non-retail sectors, and now includes just the retail trade (NAICS 44-45), arts, entertainment, and recreation (NAICS 71), and accommodation and food services industries (NAICS 72). The City of Mercer Island’s 2020 taxable retail sales per capita across these three sectors was \$7,600. Given anticipated population growth and current spending patterns, Mercer Island retailers could capture an estimated \$21.2 million in additional retail spending through 2044 (assuming per capita taxable retail sales does not change). This could support an estimated 34,840 square feet of retail space, after accounting for current retail vacancies on the island, and assuming \$600 per square foot of retail sales.



**Exhibit 5. Supportable Retail Growth**

<b>Supportable Retail Growth</b>	
<b>Additional Retail Spending Given Population Growth</b>	
<b>Population Growth</b>	
Housing Units Target (2020 - 2044)	1,240
Assumed Population per Household	2.25
<i>Estimated Population Growth</i>	<i>2,790</i>
<b>Taxable Retail Sales</b>	
2020 Estimated Taxable Retail Sales	\$187,238,800
2020 Population - City of Mercer Island (OFM)	24,690
<i>2020 Taxable Retail Sales per Capita</i>	<i>\$7,600</i>
<b>Additional Retail Spending</b>	
Estimated Population Growth	2,790
2020 Taxable Retail Sales per Capita	\$7,600
<i>Estimated Additional Retail Spending</i>	<i>\$21,204,000</i>
<b>Supportable Retail</b>	
Supportable Retail Square Feet*	35,340
Less Vacant Retail Square Feet	500
<b>Estimated Supportable Retail Square Feet</b>	<b>34,840</b>

\*Assuming Sales at \$600/sf

*Sources: Washington State Office of Financial Management, 2021; Puget Sound Regional Council, 2021; CoStar, 2021; Community Attributes, 2021.*



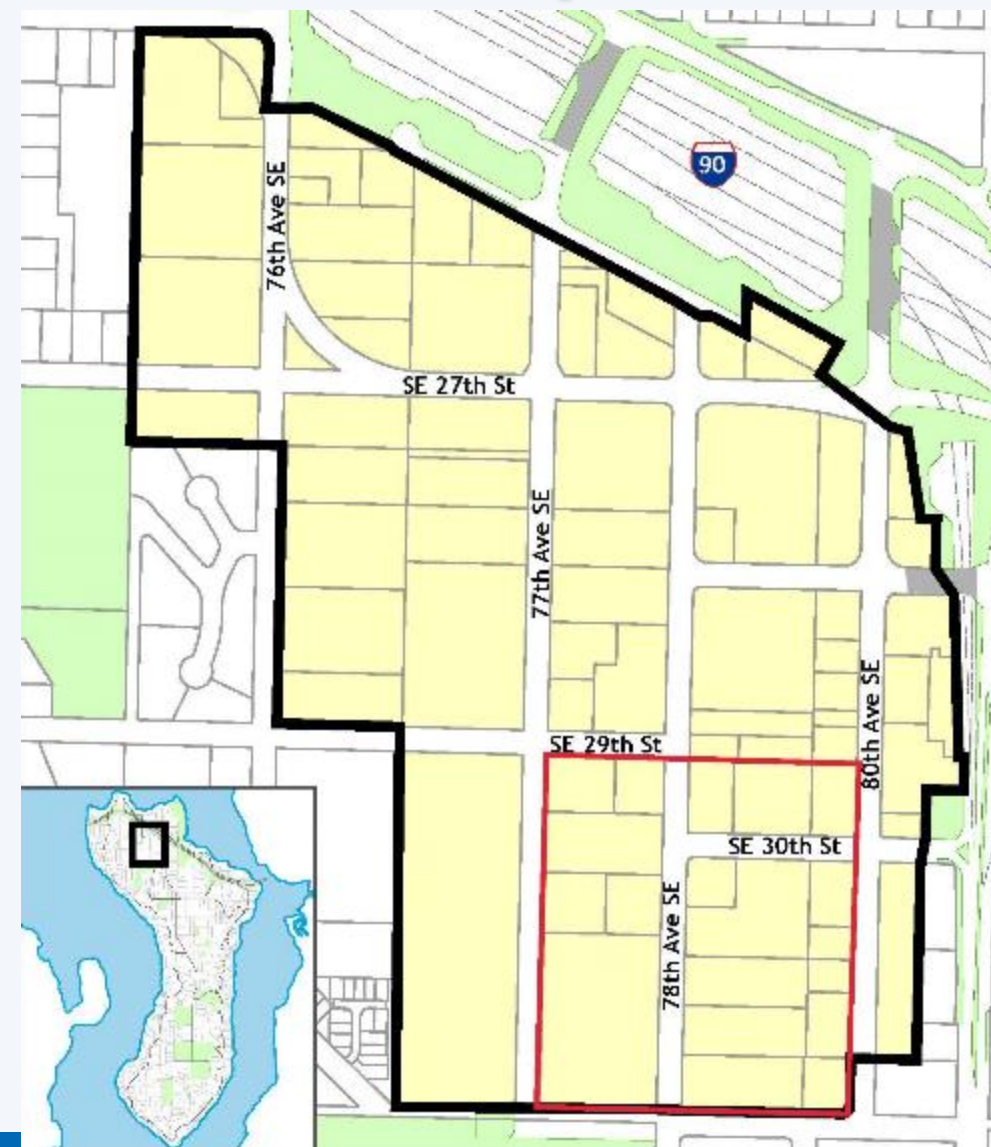
# AB 5910

## Town Center Moratorium Legislative Options Consideration

July 6, 2021

# Update on Legislative History

- June 2, 2020: Ord. No. 20-12 enacted a moratorium on construction south of SE 29<sup>th</sup> Street in Town Center (TC) zoning designation
- Sept. 1, 2020: Ord. No. 20-18 amended the geographic area of the moratorium
- Nov. 17, 2020: Ord. No. 20-26 renewed the moratorium for 6 months
- April 6/20, 2021: Reviewed TC Commercial Feasibility Study conducted by Community Attributes, Inc., and staff directed to conduct additional analysis, explore “No Net Loss” option
- May 4, 2021: Ord. No. 21-09 renewed the moratorium for 6 months



# Town Center Moratorium Legislative Options

1. Do nothing.
2. Amend the TC Subarea Plan and Zoning Map to remove the moratorium area from the Town Center and rezone to an exclusive commercial zone.
3. Amend or repeal MICC 19.11.020 Figure 2, which illustrates retail street frontage requirements in the Town Center. (3 iterations outlined in later slides).
4. Amend MICC 19.11.020 to add a “no net loss” commercial retail square footage requirement throughout the Town Center administered on a parcel-by-parcel basis.
5. Amend MICC 19.11.020 to add a “commercial floor area ratio” requirement for properties subject to the requirement in Figure 2.
6. Mix and match various options.



# Option #1: Do nothing.

- No change to current development regulations.
- Commercial retail street frontage requirement would continue to not be required within the moratorium area.
- This option would not make progress on objectives of preserving existing commercial retail space or adding such space to meet anticipated future demand.



# Option #2: Amend the TC Subarea Plan and Zoning Map.

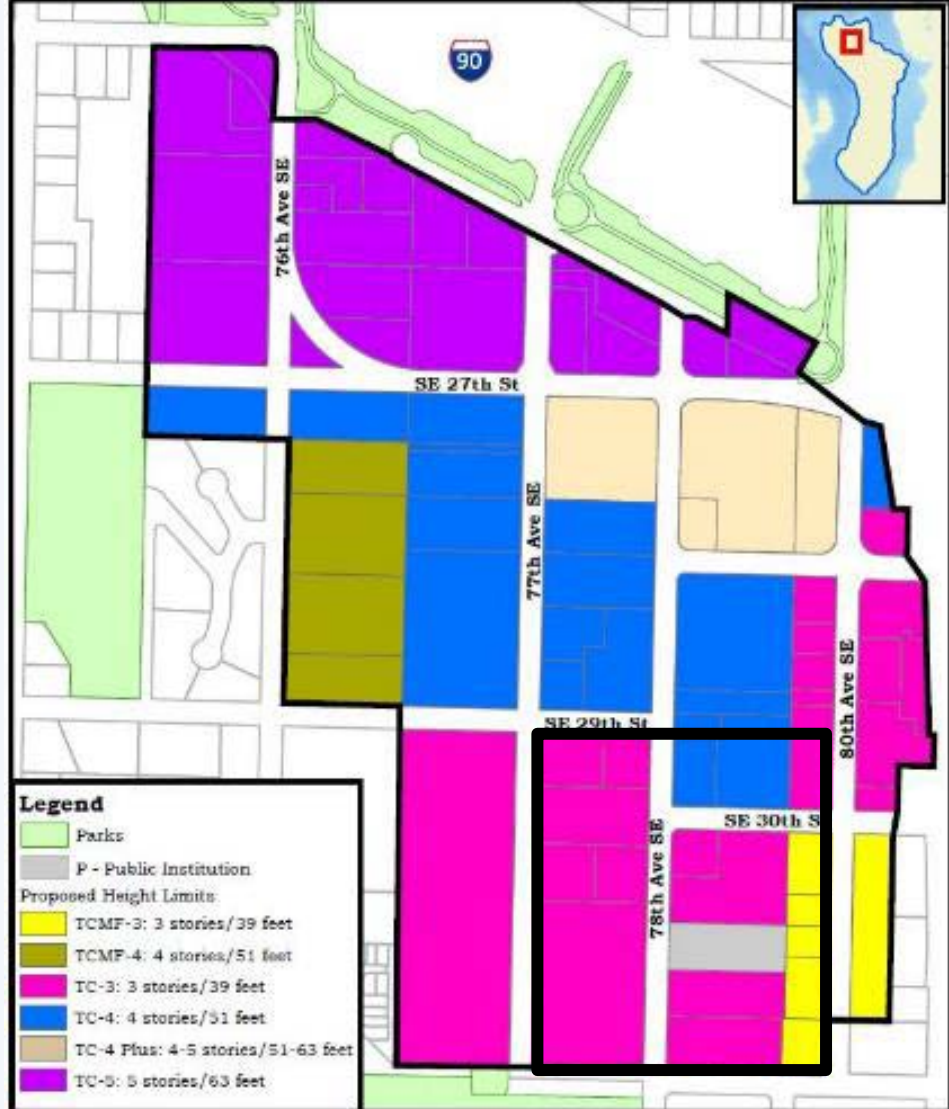
**Amend the TC Sub Area Plan and Zoning Map to remove the moratorium area from the Town Center and rezone to an exclusive commercial zone, such as a general commercial (GC), community business (CB), neighborhood business (NB), etc., zone.**

- Would remove some or all of the moratorium area from the TC boundary and prohibit residential uses.
- Could cause some parcels to become legal nonconforming.
- Complex legislative solution.



# Option #2: Amend the TC Subarea Plan and Zoning Map.

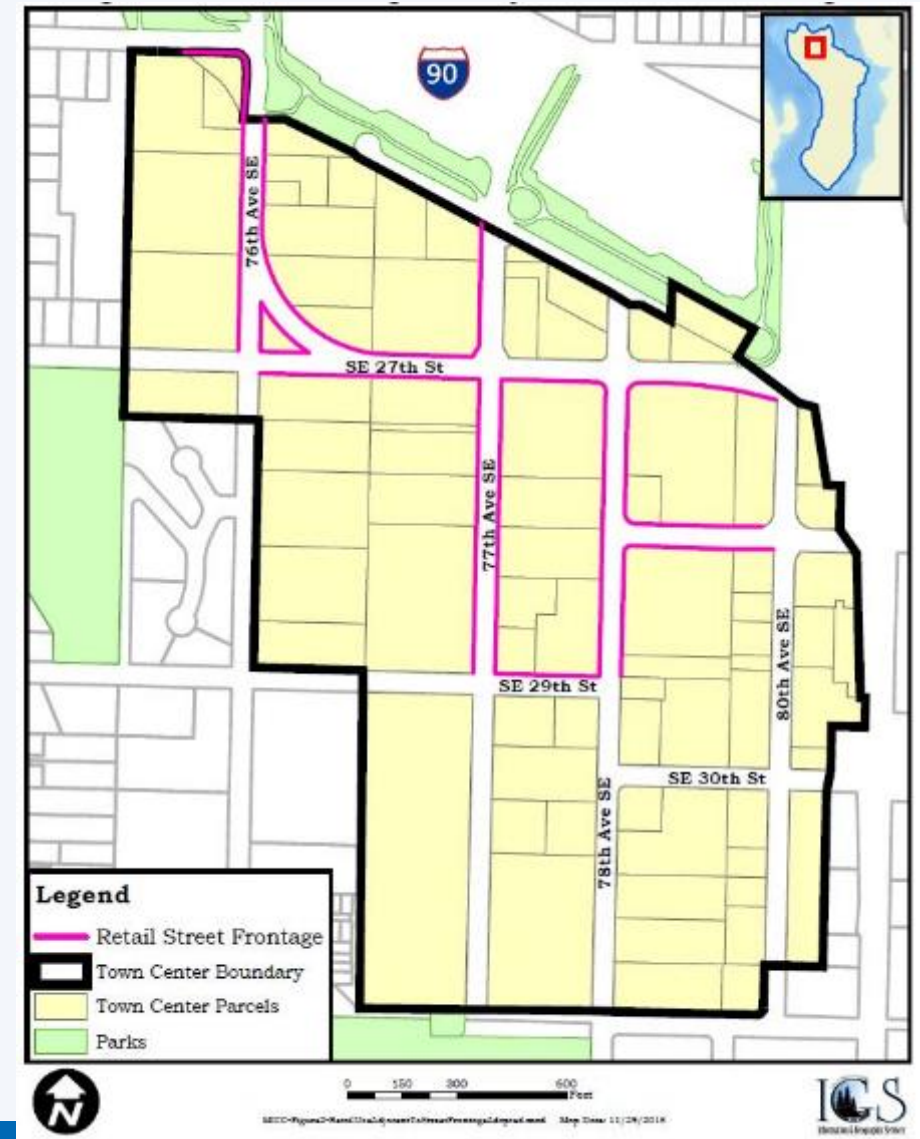
- Moratorium area is currently zoned as primarily TC-3, with some TC-4 and TCMF-3.
- Option makes progress on preserving existing commercial retail space but loses future residential capacity and doesn't make progress on meeting future commercial retail demand.





# Option #3: Amend or repeal MICC 19.11.020 Figure 2.

- Three variations for amending Figure 2, which illustrates current retail street frontage requirements.
- Current requirements were adopted in 2016 as part of the Town Center development regulation updates.
- 2016 updates concentrate commercial retail activity in the Town Center.





# Option #3: Amend or repeal MICC 19.11.020 Figure 2.

## #3(A). Amend Figure 2 to require blanket “retail street frontage” throughout the Town Center.

- Straightforward legislative solution
- May make progress on preserving existing commercial retail space
- Unlikely that progress would be made on adding space to meet future demand
- Would undo efforts from the 2016 development regulation updates to concentrate commercial retail activity in the Town Center



# Option #3: Amend or repeal MICC 19.11.020 Figure 2.

**#3(B). Amend Figure 2 to require “retail street frontage” in the Town Center by adding and/or deleting from the current map but stopping short of a blanket requirement as in option #3(A).**

- Straightforward legislative solution.
- May make progress on preserving existing commercial retail space.
- This option alone would not make progress on adding space to meet future demand.
- When combined with option #5 (detailed on later slides), could make progress on both preserving existing retail space and adding retail space to meet future demand.
- May also improve upon the 2016 development regulation updates to concentrate commercial retail activities in specific Town Center areas / corridors.



# Option #3: Amend or repeal MICC 19.11.020 Figure 2.

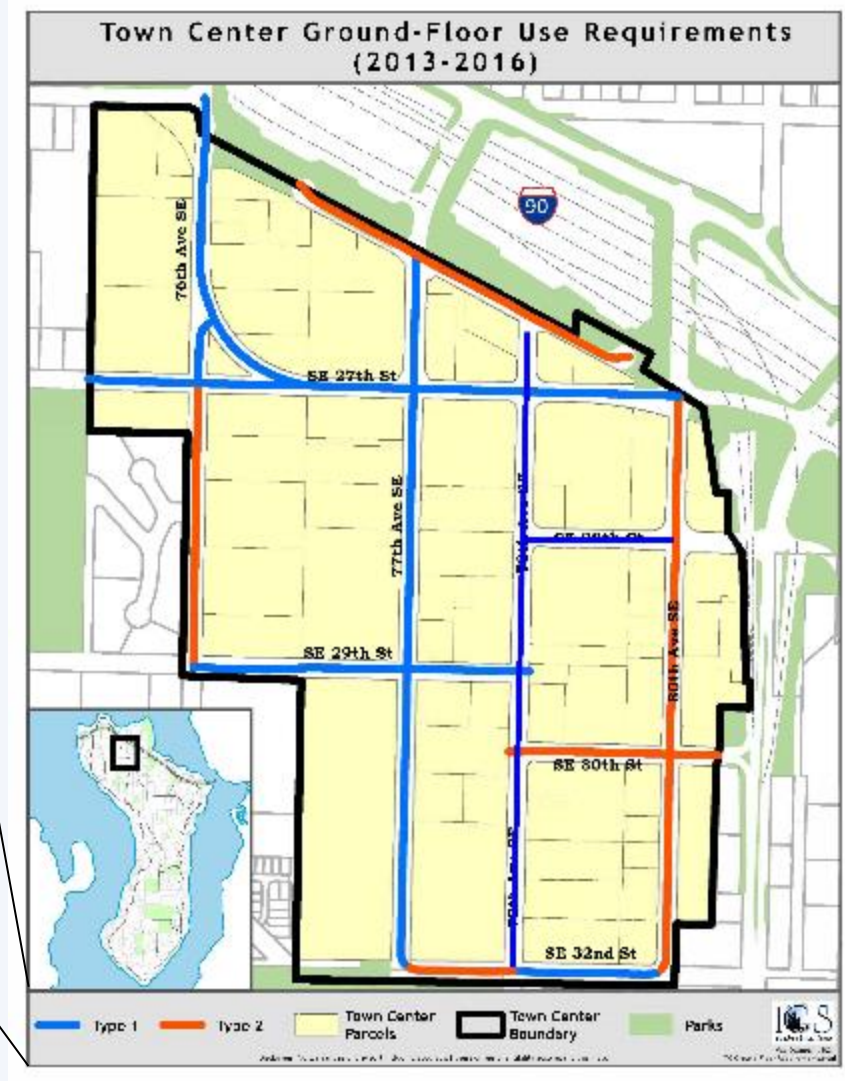
**#3(C). Repeal MICC 19.11.020 (B) and Figure 2, which require “retail street frontage” in the Town Center, and replace with the regulations existing prior to the adoption of Ord. No. 16C-06.**

- Repeals Figure 2 and supporting language, and generally replaces it with former requirements in effect from 2013-2016 (per Ord. No. 13C-01).
- Would need to update and modernize former language related to no net loss as well as public parking.
- May make progress on preserving existing commercial retail space but would not add space to meet future demand.
- Could regress in effort to concentrate commercial retail activity in the Town Center.



# Map of 2013-2016 Ground-Floor Use Requirements

- █ **Type 1 Street**
  - 40/60 rule applies depending on whether development provides public parking
  - No net loss to sq ft of existing ground floor retail/restaurant, in aggregate, based on max retail/restaurant sq ft existing during immediately preceding 3 years on the site
  
- █ **Type 2 Street**
  - No net loss to sq ft of existing ground floor retail/restaurant, in aggregate, based on max retail/restaurant sq ft existing during immediately preceding 3 years on the site



# Option #4: Add a “no net loss” requirement.

**Amend MICC 19.11.020 to add a “no net loss” commercial retail square footage requirement throughout the Town Center administered on a parcel-by-parcel basis.**

- Most discussed option to-date by City Council.
- Would make progress on preserving existing commercial retail space but would not add space to meet future demand.
- Provision would be based on current inventory of such space, which may place more burden on some parcels than others.
- Could result in parcel assemblage in the Town Center to even out this burden (i.e. two parcels consolidate - one with significant commercial retail space and one without).



# Option #5: Add a “commercial FAR” requirement.

**Amend MICC 19.11.020 to add a “commercial floor area ratio (FAR)” requirement for properties subject to the retail street frontage requirement in Figure 2.**

- Solves the inequitable burden presented by option #4.
- Calculate a commercial FAR requirement for new development based on:
  - Inventory of commercial retail space (+future demand if desired)
  - Corresponding total land area

**Total Comm. Retail Space = 50,000 sq ft**  
**Total Parcel Area Size = 200,000 sq ft**

**Commercial FAR = 50k ÷ 200k = .25**

*Therefore, in this example, for every 1 acre of Town Center redevelopment, 10,890 sq ft of commercial retail space would be required.*



# Option #5: Add a “commercial FAR” requirement.

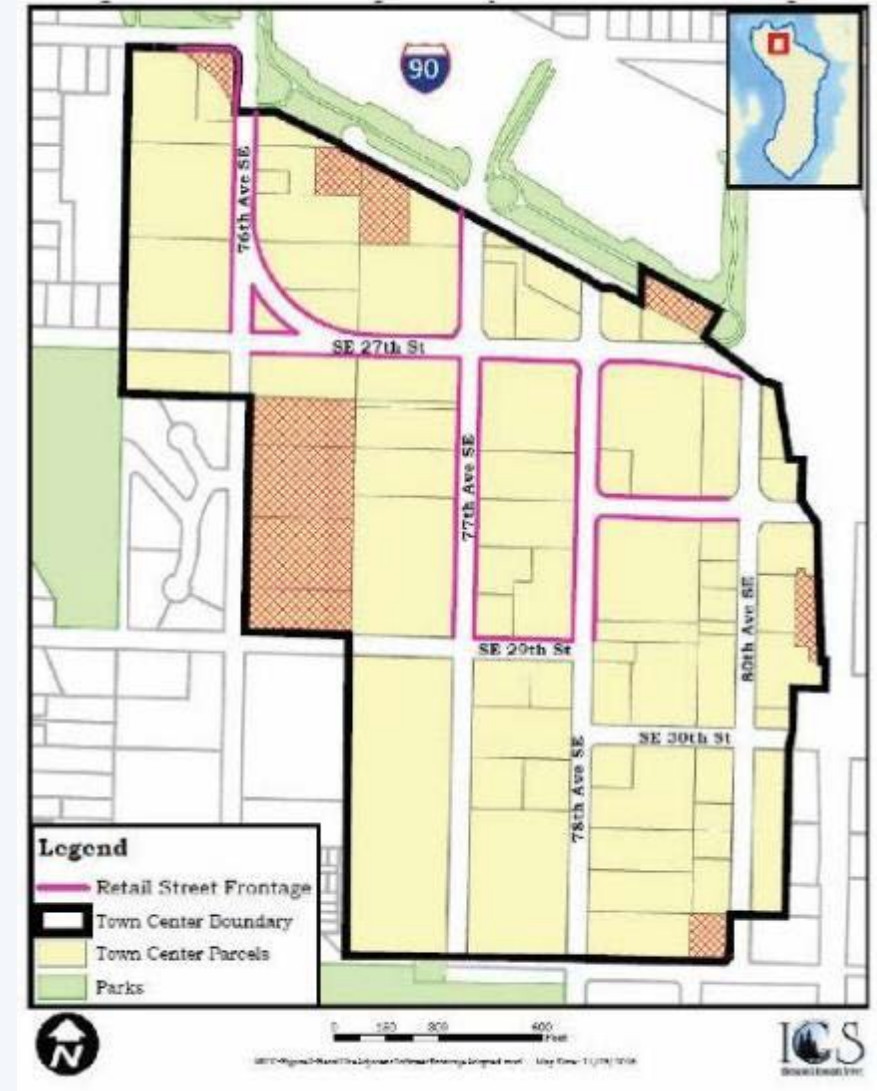
- Would result in some parcels experiencing net gain of commercial and others experiencing a net loss, resulting in achieving the total commercial retail space desired over the long-term
- Makes progress on preserving existing commercial retail space and adding space to meet future demand
- Best to combine this with option #3(A) or #3(B) to identify the parcels that would be subject to the commercial FAR





# Option #5: Add a “commercial FAR” requirement.

- Two criteria would be applied to determine whether a parcel was subject to the commercial FAR:
  1. Is the parcel located on a block subject to the retail street frontage requirement?
  2. Does the parcel include right-of-way within the defined Town Center boundary?





# Legislative Options - Evaluative Matrix

Option #	Detail	Preserves Commercial Retail	Increases Commercial Retail	Concentrates Commercial Retail	Code Amendment Complexity
1	Do Nothing	-	-	-	N/A
2	Rezone Commercial	X	-	-	High
3(A)	Blanket Commercial Retail	X	-	-	Low
3(B)	Surgical Commercial Retail	X	-	X	Low
3(C)	Revert to 2013 Code	X	-	-	High
4	No Net Loss Provision	X	-	-	Medium
5	Commercial FAR	X	X	-	Medium
3(B) + 4	Surgical Commercial Retail + No Net Loss	X	-	X	Medium
3(B) + 5	Surgical Commercial Retail + Commercial FAR	X	X	X	Medium









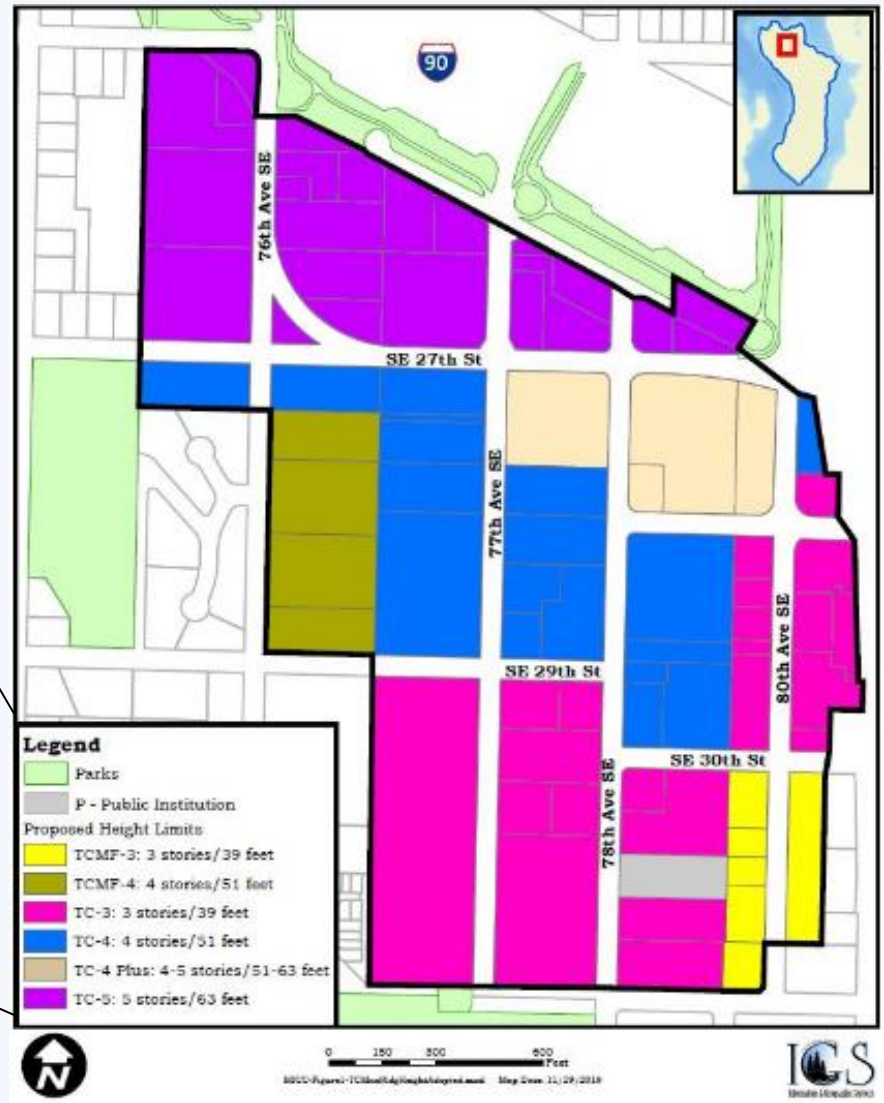
# Next Steps

1. Provide desired direction to staff on legislative options to address the Town Center moratorium.
2. Any code amendments directed by City Council will be presented to Planning Commission in fall 2021.
3. Any Planning Commission recommendation will be presented to the City Council in late 2021 for consideration and adoption.
3. The current moratorium expires on December 1.



# Current Town Center Subareas

-  **TCMF-3: 3 stories / 39 feet**
-  **TCMF-4: 4 stories / 51 feet**
-  **TC-3: 3 stories / 39 feet**
-  **TC-4: 4 stories / 51 feet**
-  **TC-4 Plus: 4-5 stories / 51-63 feet**
-  **TC-5: 5 stories / 63 feet**



# Requirements per Ord. No. 13C-01

Classification	Locations	Ground-Floor Use Requirements
Type 1 Street	<p>All of SE 27<sup>th</sup> St            All of SE 29<sup>th</sup> St            SE 28<sup>th</sup> St, west of 80<sup>th</sup> Ave SE            All of 77<sup>th</sup> Ave SE            All of 78<sup>th</sup> Ave SE            76<sup>th</sup> Ave SE, north of SE 27<sup>th</sup> St            SE 32<sup>nd</sup> St, west of 78<sup>th</sup> Ave SE</p>	<p>If development provides public parking:</p> <ul style="list-style-type: none"> <li>• 40% or more retail, restaurant, or personal services</li> <li>• No more than 60% hotel/motel, public facilities, services, or office</li> </ul> <p>If development does not provide public parking:</p> <ul style="list-style-type: none"> <li>• 60% or more retail, restaurant, or personal services</li> <li>• No more than 40% hotel/motel, public facilities, services, or office</li> </ul> <p>No net loss to square footage of existing ground floor retail and restaurant, in aggregate, based on max retail and restaurant sq ft existing during immediately preceding 3 years on the site</p>
Type 2 Street	<p>All of Sunset Highway            76<sup>th</sup> Ave SE, south of SE 27<sup>th</sup> St            All of 80<sup>th</sup> Ave SE            SE 32<sup>nd</sup> St, east of 78<sup>th</sup> Ave SE            All of SE 30<sup>th</sup> St</p>	<p>If development does not provide public parking:</p> <ul style="list-style-type: none"> <li>• No net loss to square footage of existing ground floor retail and restaurant, in aggregate, based on max retail and restaurant sq ft existing during immediately preceding 3 years on the site</li> </ul>





## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5907**  
**July 6, 2021**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5907: Interim Ordinance No. 21C-16 updating and replacing interim development regulations to allow more outdoor seating for eating and drinking establishments during the declared COVID-19 emergency and setting a Public Hearing date.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed:
<b>RECOMMENDED ACTION:</b>	Adopt Interim Ordinance No. 21C-16 providing temporary measures to allow more outdoor seating for eating and drinking establishments	<input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Community Planning and Development	
<b>STAFF:</b>	Jeff Thomas, Interim Director Sarah Bluvas, Economic Development Coordinator	
<b>COUNCIL LIAISON:</b>	Jake Jacobson	Craig Reynolds
<b>EXHIBITS:</b>	1. Ordinance No. 21C-16	
<b>CITY COUNCIL PRIORITY:</b>	4. Provide emergency response services related to the COVID-19 Pandemic.	

### SUMMARY

Ordinance No. [21C-03](#) was adopted on February 16, 2021, and reinstated interim development regulations to allow more outdoor seating for eating and drinking establishments. The Ordinance expires on August 16, 2021. To update and replace the interim regulations for a six-month period, City staff seek adoption of Interim Ordinance No. 21C-16. Ordinance No. 21C-16 will permit outdoor seating for eating and drinking establishments during the declared COVID-19 emergency even if no indoor seating restrictions are effective. It also sets a Public Hearing date of August 31, 2021, as required by statute for an Interim Ordinance.

### BACKGROUND

Ordinances [20C-17](#) and [21C-03](#) allowed existing eating and drinking establishments impacted by COVID-19 emergency indoor seating restrictions to temporarily use public Right-of-Way (ROW) and private parking spaces to expand their outdoor footprint. These ordinances were adopted in response to reopening guidelines placed on these businesses under the Governor's "Safe Start" and "Healthy Washington – Roadmap to Recovery" plans, respectively. One local establishment is currently permitted to use ROW to create outdoor seating, and at least three other businesses worked with their property managers to develop other outdoor seating alternatives under these provisions.

On May 13, 2021, Governor Inslee announced a statewide reopening date of June 30, 2021, and moved all counties into Phase 3 of the Healthy Washington plan. At the time this agenda bill was published, the State remains on track to reopen by June 30, at which time most COVID-19 restrictions will be lifted.



## INTERIM ORDINANCE TO FACILITATE OUTDOOR SEATING

Despite the progress towards reopening, staff anticipate that local businesses will still need support to fully recover from the impacts of the pandemic. Neighboring communities have extended their outdoor dining opportunities, and Mercer Island business owners and residents have also advocated for keeping the interim regulations in place to boost local business activity and enhance quality of life experiences in Town Center and the South End business district. Staff recommend continuing the interim regulations for six more months, which would allow businesses to continue using outdoor space and staff and Councilmembers to explore a path for formalizing outdoor seating regulations.

Like its predecessors, Interim Ordinance No. 21C-16 (Exhibit 1) enables the following:

1. Temporarily allows existing eating and drinking establishments to obtain a permit to operate on public property with the approval of the Code Official (interim amendment to [MICC 19.06.050](#) Commerce on public property); and
2. Temporarily adjusts parking requirements in commercial areas, enabling existing eating and drinking establishments to work with landlords/property owners to repurpose private, off-street parking for temporary outdoor seating.

The estimated cost for review of the commerce on public property permit is \$290.46. This one-time permit fee is based on a standard hourly rate for Right-of-Way permit review.

Finally, because indoor seating restrictions will have lifted by the time the Council considers this Interim Ordinance, this Ordinance needs to repeal and replace Ordinance 21C-03 as soon as possible, which will be delayed with a second reading of the Ordinance. Staff therefore asks the Council to adopt Ordinance 21C-16 at first reading.

If adopted, Interim Ordinance 21C-16 will remain in effect for six months and repeal previously adopted Ordinance 21C-03, which is only effective while indoor seating is restricted to 75% or less. Permits issued under the Ordinance 21C-03 will remain valid until their issued expiration dates. The Interim Ordinance also sets a Public Hearing for August 31, 2021, at which time the City Council will receive public testimony and have the option to make additional findings and amendments to the Interim Ordinance if desired.

### NEXT STEPS

Upon adoption of this Ordinance, staff will alert the current permit-holder of the renewal process as well as continue marketing the outdoor seating opportunities through the City's business outreach channels. In addition to the commerce on public property permit, businesses will also be required to provide a certificate of insurance and indemnification (hold harmless). Finally, staff plan to return later this year to discuss pilot project opportunities to extend and/or formalize these regulations for a longer time horizon.

## RECOMMENDATION

Adopt Interim Ordinance No. 21C-16 updating and replacing interim regulations to allow more outdoor seating for eating and drinking establishments during the declared COVID-19 emergency and setting a Public Hearing date of August 31, 2021.

**CITY OF MERCER ISLAND  
ORDINANCE NO. 21C-16**

**AN INTERIM ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON, PROVIDING TEMPORARY MEASURES TO ALLOW MORE OUTDOOR SEATING FOR EATING AND DRINKING ESTABLISHMENTS; CALLING A PUBLIC HEARING; REPEALING INTERIM ORDINANCE 21C-03; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, a state of emergency has been declared by the federal, state, county, and municipal governments, including the City of Mercer Island, in response to the COVID-19 pandemic; and

**WHEREAS**, since February 29, 2020, Governor Jay Inslee has issued several proclamations, including Emergency Proclamation 20-25 (“Stay Home, Stay Healthy order”), placing numerous restrictions on individuals and businesses in response to the state-wide threat of the spread of the COVID-19 virus; and

**WHEREAS**, Governor Inslee has issued multiple subsequent amendments to Emergency Proclamation 20-25 and developed a phased reopening approach, as currently directed in Emergency Proclamation 20-25.12 (“Healthy Washington – Roadmap to Recovery”), a phased reopening plan in effective since January 11, 2021, for resuming recreational, social, and business activities; and

**WHEREAS**, outdoor restaurant seating has been determined to be safer and less likely to lead to the spread of COVID-19 than indoor restaurant seating, which has been significantly restricted; and

**WHEREAS**, the City Council wishes to promote local economic recovery by encouraging business activity in Mercer Island consistent with the Healthy Washington – Roadmap to Recovery requirements and to make eating and drinking establishments safer to operate by leveraging available private and public space to be used as additional outdoor areas for eating and drinking while maintaining social distancing requirements; and

**WHEREAS**, it is necessary and appropriate during the state of local emergency to utilize an interim ordinance, which is intended to be only temporary until public health and economic conditions improve, to facilitate and encourage outdoor seating areas to make eating and drinking establishments safer to operate and to promote needed economic and business recovery in the City; and

**WHEREAS**, the City Council finds that public reluctance to dine indoors because of COVID-19 continues to impact eating and drinking establishments, which may cause said establishments in Mercer Island to close and to go out-of-business; and

**WHEREAS**, the lack of local eating and drinking establishments would result in harm to public health, safety, property, and welfare in Mercer Island during the current state of emergency; and

**WHEREAS**, to prevent the potential harm to public health, safety, property, and welfare, the City Council concludes that the City needs interim regulations to ease impacts on local eating and drinking establishments resulting from continued public reluctance to dine indoors; and

**WHEREAS**, the City is authorized under RCW 35A.63.220, 36.70A.390 to pass an interim zoning and official control ordinance for up to six months, provided it holds a public hearing on the same within sixty days after passage; and

**WHEREAS**, consistent with the provisions of RCW 35A.63.220 and RCW 36.70A.390, it is appropriate for the City Council to hold a public hearing and adopt additional findings of fact, if necessary, supporting and justifying the interim zoning and official control ordinance within at least sixty days of its passage; NOW, THEREFORE,

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

**Section 1. Whereas Clauses Adopted.** The “Whereas Clauses” set forth in the recital of this Ordinance are hereby adopted as the preliminary findings and conclusions of the City Council for passing this Ordinance.

**Section 2. Code Amended.** Subsections (D)(4) and (E) of MICC 19.06.050 are amended as follows for the duration of this Ordinance:

D. 4. The design for any non-temporary improvements is consistent with the design requirements for the Town Center plan.

E. A permit to operate a private business on public property shall be reviewed and approved by the design commission; provided, that occasional, temporary business operations involving temporary structures and/or temporary right-of-way obstructions may be approved by the code official ~~or referred to the design commission at the code official’s discretion.~~ Permit applications from one or a group of existing eating and drinking establishments at Mercer Island to temporarily operate private business on public property while said establishments are under restrictions related to during a declared Covid-19 emergency by the City of Mercer Island that limit their indoor “sit-down” services to less than 75% capacity shall be considered to be temporary, and they may be approved by the code official without review or approval by the design commission.

**Section 3. Authorization to Use Private Parking Areas for Outdoor Dining.** Subject to the provisions of this Ordinance, the City grants temporary permission for existing eating and drinking establishments at Mercer Island to temporarily utilize private parking areas for outdoor dining use, provided the private parking area is immediately adjacent to the eating and drinking establishment, and the following conditions are met:

A. Such outdoor dining use shall be permitted only during a declared Covid-19 emergency declared by the City of Mercer Island.

B. An eating and drinking establishment may only operate in a private parking area only while this Ordinance remains in effect.



C. Use of any portion or percentage of private off-street parking areas for outdoor dining use shall require the landlord's / property owner's approval. Nothing in this Ordinance compels a landlord / property owner to permit a tenant to expand its business to the exterior.

D. This Ordinance authorizes only temporary use of private areas otherwise restricted for parking purposes. Nothing in this Ordinance authorizes permanent improvements or interior expansions.

**Section 4. Minimum Parking Regulations Waived.** In order to effectuate the purpose of Section 4 above, but only to the extent necessary to so effectuate and under the terms and conditions set forth in this Ordinance, minimum parking regulations normally applicable to eating and drinking establishments are waived to enable such uses to serve patrons in adjoining parking spaces for the duration of this Ordinance.

**Section 5. Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a public hearing shall occur within 60 days of this Ordinance passage on August 31, 2021, in order to hear and consider the comments and testimony of those wishing to speak at such public hearing regarding the interim zoning and official controls approved by this Ordinance, and to consider adopting further findings of fact, if necessary.

**Section 6. Duration of Interim Zoning and Official Controls.** The interim zoning and official controls approved by this Ordinance shall become effective immediately, on the date hereof, and shall continue in effect for an initial period of six months, unless repealed, extended or modified by the City Council after subsequent public hearing(s), entry of appropriate findings of fact, and or development of a work plan for related studies pursuant to RCW 35A.63.220 and RCW 36.70A.390.

**Section 7. Repeal of Interim Ordinance 21C-03.** Ordinance 21C-03, the interim ordinance providing temporary measures to allow more outdoor seating for eating and drinking establishments, is hereby repealed in its entirety. Repeal of the ordinance notwithstanding, permits approved under Ordinance 21C-03 shall remain valid until their expiration dates.

**Section 8. 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 9. 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 REGULAR MEETING ON JULY 6, 2021.

CITY OF MERCER ISLAND

\_\_\_\_\_  
Benson Wong, Mayor

Approved as to Form:

ATTEST:

\_\_\_\_\_  
Bio Park, City Attorney

\_\_\_\_\_  
Deborah A. Estrada, City Clerk

Date of Publication: \_\_\_\_\_

# Ord. No. 21C-16: Updating Interim Regulations for Outdoor Dining

AB 5907 | July 6, 2021



# Legislative History

- **August 4, 2020:** Adopted Ord. No. 20C-17, authorizing interim regulations to enable use of ROW and private parking for outdoor dining
- **September 15, 2020:** Conducted Public Hearing and provided update on regulation use
- **February 16, 2021:** Adopted Ord. No. 21C-03, reinstating the interim regulations
- **April 6, 2021:** Conducted Public Hearing and provided update on regulation use



# What's in the new ordinance?

- Continues previous interim regulations enabling use of ROW or private parking for outdoor dining by existing eating and drinking establishments
- Waives minimum parking regulations for duration of the ordinance
- Repeals Ord. 21C-03, which is only effective while indoor dining is restricted to 75% or less



# Duration & Next Steps

- Once adopted, Ord. 21C-16 remains in effect for six more months following the adoption
- Prepared to follow up with current ROW permit holder to renew permit
- Staff will return on August 31 to hold the Public Hearing and to seek direction on formalizing interim regulations that have enabled outdoor dining and other local business needs during the pandemic



# Recommended Action

Adopt Ordinance No. 21C-16 updating and replacing interim regulations to allow more outdoor seating for existing eating and drinking establishments during the declared COVID-19 emergency and setting a Public Hearing date of April 6, 2021.







## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5908**  
**July 6, 2021**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5908: Mercer Island Community and Event Center & Recreation Programs and Services Strategy Adoption	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	<ol style="list-style-type: none"> <li>1. Accept the <i>Strategy for the Mercer Island Community and Event Center and Recreation Programs and Services</i>.</li> <li>2. Receive presentation on 2022 recreation, MICEC and arts preview and provide input. Direct City staff to return in the fall with the 2022 budget proposal.</li> </ol>	
<b>DEPARTMENT:</b>	Public Works	
<b>STAFF:</b>	Jason Kintner, Chief of Operations Ryan Daly, Operations & Transition Team Manager	
<b>COUNCIL LIAISON:</b>	Jake Jacobson	
<b>EXHIBITS:</b>	<ol style="list-style-type: none"> <li>1. Strategy for MICEC and Recreation Programs and Services</li> <li>2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.</li> </ol>	
<b>CITY COUNCIL PRIORITY:</b>		

### SUMMARY

The purpose of this agenda bill is to seek City Council acceptance of the *Mercer Island Community and Event Center & Recreation Programs and Services Strategy* (also known as the *Reset Strategy*) and solicit Council input on 2022 recreation, MICEC, and arts services.

### BACKGROUND

On April 20, 2021, the City Council held a joint Study Session with the Parks and Recreation Commission to review the *Reset Strategy*. The *Reset Strategy* included a roadmap and a philosophy to guide the selection, delivery, and support for future programs and services. It also included implementation of a cost recovery and resource allocation plan, an approach to pricing recreation services, and a commitment to policy development. City staff fielded questions from the City Council and stated that the *Reset Strategy* would return to a future City Council meeting for acceptance.

During Regular Business that same meeting, in [AB 5848](#) City Council appropriated the remaining \$328,000 increment of the 2021 adopted budget to begin implementation of the Recreation Division's recovery. The City Council voiced a desire for the Parks and Recreation Commission to approve and recommend, as appropriate, policies listed in the *Reset Strategy* workplan. The City Council also stated support for continuing implementation of the *Reset Strategy* and to begin some recreation programs and services, as pandemic constraints and budget allowed.



## UPDATE ON MICEC RE-OPENING

The April budget appropriation – along with Transition Team funding and a small amount of base budget funding – are being spent in 2021 toward delivering the following programs and services:

- Summer camps
- Picnic area rentals
- Boat launch parking permits
- Field rentals
- Community and Event Center facility rentals (gym rental, only)
- P-Patch use
- Drop-in programs (sports and fitness)
- Special events (permitting and delivery of a limited number of events, with specific limitations).
- Arts Council Immediate Action Plan (including three *Mostly Music in the Park* concerts and hosting a few art exhibits at the Mercer Island Gallery).
- A select number of outdoor recreation programs
- Inclusion services
- Reset work: program design and evaluation, cost recovery analysis, policy development, etc.
- Administrative services
- Maintenance/custodial services
- Private lease of the Annex
- Scholarship program

At the end of July 2021, the public operating building hours will total 41 hours per week, with the possibility of adding another 19 hours for gymnasium rentals. Days of operation will be Tuesday through Saturday.

Summer camps are underway and Mercer Island residents are accessing the MICEC for the first time since March 2020. All of the 2021 activities and services in the list above have been implemented except for:

- Drop-in activities in the gymnasium (including pickleball) are anticipated to begin at the end of July.
- *Mostly Music in the Park*, in coordination with the Arts Council, will take place the last two Thursdays of August and the first Thursday in September.
- Gymnasium rental reservations will be accepted in July, with rentals starting in September.
- Gallery exhibitions will begin this fall, in coordination with the Arts Council.
- A variety of outdoor recreation programs will also begin this fall.

The Recreation Division is using a variety of means to communicate about the events and activities taking place in 2021.

## RESET STRATEGY

While 2021 recreation services are being implemented, City staff and consultant Emily Moon are preparing the division for 2022 and full implementation of the *Reset Strategy*. During tonight's City Council meeting, the staff are seeking City Council's acceptance of the *Reset Strategy* (Exhibit 1). This is the same document provided at the April 20, 2021, joint study session with the Parks and Recreation Commission.

Please refer to the April 20, 2021 [meeting materials](#) for a comprehensive explanation of the *Reset Strategy*.

## 2022 Recreation Programs and Services Preview

Tonight, the staff and consulting team will provide the City Council with a high-level preview of the Recreation Division's tentative programs and services for 2022. The team seeks City Council's input on this initial approach. That input, along with suggestions received from the Parks and Recreation Commission, will be incorporated into the biennial budget adjustments the City Council will consider in November.

### ***Areas of concentration for 2022***

Fiscal year 2022 marks the first year the Recreation Division will implement the *Reset Strategy*. Implementation includes continued development, testing, and tweaking of processes and tools. Some highlights of what the division will be focused on include:

- Professional management: smart business operations, best practices, accountability, consistency with goals, targeting outcomes.
  - Through hiring staff with the right skills to plan, implement, and evaluate.
  - Through establishing clear goals and policies, and redefining expectations.
  - Through developing more robust tools and reporting capabilities.
- Flexible, cross-trained and retained staff.
  - By creating fewer and broader classifications.
  - By providing clear opportunities to develop staff (including utilizing rotating assignments).
  - By fostering a team approach to training and service delivery.
- Contracting and leveraging partnerships to perform some responsibilities or offer some programs.
  - Through contemplating what the City is uniquely able to provide well and where other partners may be better equipped.
  - Through evaluating opportunities where the return on investment for in-house/on-staff may be less than contracting or partnering.
  - Through exploring the potential benefits of fostering a higher level of community engagement and sponsorship.
  - Through better defining categories of partners and events.
- Adding more programs and services; implementing piloting and evaluation practices.
  - By making space for trying new things and providing flexibility.
  - By being deliberate about sought-after outcomes and performance.
- Aligning facility space allocation with the Strategy and new policies.
  - Through defining categories of user groups.
  - Through balancing needs and interests and assessing "best" use of spaces.
- Boosting self-service possibilities and reducing staff inefficiencies.
  - By making better use of the online calendar feature.
  - By implementing more structured, time-delineated moments for registration and reservations.
  - By revamping procedures.
  - By utilizing more fillable and "smart" forms and, hopefully, the ability to pay online by credit card.

### ***Anticipated Programs and Services in 2022***

Pending budget approval and filling staff positions, the Reset Team anticipates that the Recreation Division will offer the following categories of programs and services in 2022. Please note that these categories largely correspond to those found in the *Reset Strategy's* cost recovery and resource allocation pyramid (Attachment

A of the *Reset Strategy*). Specific activities or programs will be announced with the publication of the recreation brochure each quarter.

- All 2021 services and programs, including continued support and workplan facilitation of the Parks and Recreation Commission and Arts Council.
- Expanded drop-in programs (expanding from sports and fitness in the gym in 2021 to more diverse activities in additional rooms).
- Supporting an increased number of special events (permitting and delivery).
- Community and Event Center facility rentals (full-scale rentals).
- Enhanced/expanded summer camp options (pending review of 2021).
- Development and offering of preschool-aged programming.
- Development and offering of programming for seniors that are social service-focused.
- Enhancing community partnerships and exploring development of a volunteer program and greater use of volunteers.
- Therapeutic/adaptive/specialized recreation services (evaluation and development of in-house programming).
- Fitness Center.
- More outdoor recreation activities and programs (focusing on mixed age/family programs).
- Potentially: development and offering of school in-service days or break programming.

MICEC hours will expand to 64 per week; Mondays would be added to the normal operating days. Potential extra hours for private rentals would also expand to 28 per week, including Sunday rentals.

The Arts Council is in-progress with developing their 2022 workplan; however, it is anticipated that the Arts Council's plan for 2022, at a minimum, will include coordinating and operating the art gallery at MICEC, facilitating Mostly Music in the Park, and engaging in other public projects or programs.

The portfolio of programs and services listed above ensures that the Division is addressing the goals identified in the *Reset Strategy* and provides opportunities for residents of all ages. There are, however, additional cost recovery and resource allocation categories that may not be provided in 2022. The *Reset Strategy* recommends conducting thoughtful evaluations of programs and services (particularly those in the middle tiers of the pyramid: numbers 3 and 4) and taking a phased approach to implementing additional categories. These are the categories of programs and services that were contemplated as possible or potential future services in the *Reset Strategy* but that are not anticipated to be provided in 2022 (tier level shown in parentheses):

- Private/semi-private lessons, taught by City instructors/contractors (5)
- Merchandise sales (5)
- Adult advanced/competitive programs (4)
- Youth advanced/competitive programs (4)
- Tournaments (4)
- Trips (4)
- Adult beginner/intermediate programs (3)
- Youth beginner/intermediate programs (3)
- Senior transportation (3)
- Work study/internship/community service (2)

- Human services (1)
- Volunteer program (may be in development in 2022; 1)

**Anticipated Challenges**

City staff are eager to offer more to the community and yet are aware of the challenges ahead. Starting a division from nearly scratch is both a unique opportunity and a somewhat daunting task. These are some of the challenges staff foresee:

- The *Reset Strategy* includes the adoption of new policies and practices. Employees, participants, and customers may need time to acclimate.
- Hiring and contracting in this labor market may be challenging. Most cities are struggling to fill vacancies and contractual assistance is not able to fill the voids.
- Carving out enough staff time for training on, implementing, evaluating, and modifying new practices while simultaneously delivering programs and services will require a diligent commitment.

Recreation staff will continue to develop a plan for meeting these challenges head-on and will keep City Council apprised.

**Arts & Recreation Budget**

The following table depicts budget figures for recreation and arts programs and services from 2019-2022. The amounts shown exclude some interrelated expenditure line-items – such as from parks maintenance – that are not part of *Reset Strategy’s* budget estimate development work.

The 2022 initial estimates shown below are preliminary and will evolve as input is received and services and programs are refined. Staff estimates the costs to deliver the suite of recreation services in FY 2022 will vary between \$2.1 to \$2.4 million, with corresponding revenues totaling \$1.5 to \$1.7 million depending on the programs offered as part of the *Reset Strategy*.

<b>ARTS &amp; RECREATION</b> <i>as of 7/2021</i>	<b>2019</b> Budget Actuals	<b>2021</b> Amended Budget	<b>2022</b> Adopted Budget	<b>2022</b> Estimate for future amended
<b>REVENUES</b>	<b>\$ 1,804,357</b>	<b>\$ 614,880</b>	<b>\$ 717,013</b>	<b>\$1.5M - \$1.7M</b>
<b>EXPENDITURES</b>	<b>\$ 2,947,729</b>	<b>\$ 1,247,003</b>	<b>\$ 837,311</b>	<b>\$2.1M - \$2.4M</b>

**Timeline**

Development and approval of the 2022 budget will continue throughout the remainder of 2021. The implementation of budgeted programs and services in 2022 will take place over the first half of 2022, as new staff and contractors are brought on-board, as specific offerings are created, and as those offerings can be marketed to potential participants and customers. The table at the top of Page 6 depicts the anticipated timeline for 2022:

July 2021	City Council receives preview of 2022.
August-September 2021	Recreation and arts budget proposal is developed.
October 2021	Reset Team determines portfolio of programs to be offered during the first quarter of 2021 and begins marketing.
November 2021	City Council considers the citywide biennial budget amendment, including the Recreation Division proposal.
December 2021	The amended 2022 budget is approved. Existing staff determines the portfolio of programs for the second quarter of 2022 and begins marketing. The approach to summer camp is selected.
January-February 2022	The appropriation becomes available; recruitment and selection are underway for new staff and contractors. As soon as February but not later than early March, summer camp marketing begins.
March 2022	New staff is hired and onboarded. Staff determines the portfolio of programs for the third quarter of 2022 and begins marketing.
April 2022	Some additional programs and services begin to be phased in.
July 2022	All planned 2022 programs and services offered in the third or fourth quarter of 2022

### Options

City Council direction is needed so that staff can shape a preferred plan for consideration this fall. There are numerous ways in which the previewed proposal could be modified. Specifically, staff seeks input in the following areas:

- Does the timing/pace of implementation of the *Reset Strategy* work? Should it be implemented more quickly or slowly?
- Is the content of the proposed program and service delivery portfolio acceptable?
  - Services proposed do not include funding for Summer Celebration. If the City Council desires to include Summer Celebration in 2022, at what service level?
  - Services proposed do not include beach front lifeguarding. Should the lifeguarding program be offered in 2022?

City Council direction is needed to help staff align appropriate resource needs for the 2022 budget proposal. Staff will continue to develop and refine the 2022 programming and services portfolio and return to the City Council later this fall.

## RECOMMENDATION

1. Accept the *Strategy for the Mercer Island Community and Event Center and Recreation Programs and Services*.
2. Receive presentation on 2022 recreation, MICEC, and arts preview and provide input. Direct City staff to return in the fall with the 2022 budget proposal.

# STRATEGY FOR MERCER ISLAND COMMUNITY AND EVENT CENTER & RECREATION PROGRAMS AND SERVICES



April 20, 2021

A Reset Roadmap for Cost Recovery, Resource Allocation, Pricing and Policies

A strategy and philosophy to help guide the selection, delivery and support of future programs and services.

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# Strategy for Mercer Island Community and Event Center & Recreation Programs and Services

## A RESET ROADMAP FOR COST RECOVERY, RESOURCE ALLOCATION, PRICING AND POLICIES

### PURPOSE OF THE STRATEGY

Residents of the City of Mercer Island are fortunate to have a wide variety of recreation providers and opportunities within the community. The municipality's recreation services, programs and facilities are an important portion of this abundance and can play a unique role in ensuring equitable access and promoting community values and goals. This strategy provides guidance for the purposeful allocation or investment of City resources into recreation programs and services.

### Development of the Strategy

After the COVID-19 global pandemic caused the City to reduce staff and budget and close facilities, the City had an opportunity to reconsider important questions about the provision of programs and services. Through this "Reset Project," the City:

- Examined its priorities, and wished to be deliberate about which programs it offered and what level of resources it would put into them;
- Considered how to leverage its assets, using its strengths and resources to improve the City's ability to deliver more service, services that need more financial support, or higher quality services;
- Put a focus on promoting financial sustainability, thinking about how to reduce reliance on tax dollar support and how to use tax subsidy wisely;
- Contemplated how to deliver desired outcomes by providing services in a fair and equitable manner, consistent with values and goals; and
- Created greater clarity around who is benefitting from services and who is paying for them.

Answers to those areas of inquiry were woven into this new strategic approach for recreation and Mercer Island Community and Event Center (MICEC) programs and services. This strategy includes tools such as a cost recovery and resource allocation philosophy, an aligned fee structure, and identification of policies and practices that are needed or will require adjustment to implement the new strategy. The fundamental outcomes sought by this new Reset Strategy are:





**The Parks and Recreation mission is to “take pride in providing the highest quality facilities and services in partnership with the community to enhance livability on Mercer Island.”**

**The City’s vision is to “provide valued and effective municipal services in ways that are efficient, flexible, innovative, and creative, with an emphasis on sustainability. We strive to be among the best in all we do.”**

**Reset Project Process**

The Reset Project’s timeline was an aggressive five months. The project began in earnest in November 2020 with a goal of delivering recommendations to the City Council in April 2021. The City used a variety of channels to share information with the public about the Reset Project and invited public input during meetings, via an online survey and through its “Let’s Talk” online engagement platform. Given the constantly changing nature of the pandemic and related public health regulations, it was challenging to identify when the City could assume that the MICEC could open and operate normally and fully. The Reset Project Team, a group of City staff plus a consultant, proceeded with a goal of designing the new strategy, resourcing some initial programs and services, and delivering those offerings beginning in the Summer of 2021. Additionally, the Reset Team focused on creating a roadmap for how to restructure and gradually provide more programs and services over the next two years.

An overview of the plan develop process follows:

*November – December 2020*

- A staff team facilitated by a consultant began collecting data, discussing past practices, contemplating goals for the project and identifying recommendations for an Immediate Action Plan. That plan called for contractor-led summer camps to be planned and delivered, in an adaptable fashion should pandemic constraints still exist. The Immediate Action Plan also recommended that the City prepare for the possibility that some facility rentals could resume in the summer or fall of 2021.

*January 2021*

- The Parks and Recreation Commission received an introduction to the project and reviewed the Immediate Action Plan.
- The Parks and Recreation Commission held a workshop focused on categorizing types of services and programs and understanding the objectives of cost recovery.
- The City launched a community engagement survey on its Let's Talk platform. The survey requested input on community priorities, including the investment of tax dollars in recreation programs and services.

*February 2021*

- The Parks and Recreation Commission further refined the cost recovery framework during its regular meeting in January.
- The City Council received a written update and provided staffing resources to implement the Immediate Action Plan (agenda bill AB 5814).
- The Commission held a special meeting workshop focused on learning about a pricing strategy, reviewing the results of the Let's Talk surveys, understanding how the Reset Team was approaching the fee study, and discussing parameters for future program and service offerings.

*March 2021*

- During their March 4 regular meeting, the Parks and Recreation Commission examined the resources necessary to implement Phase 1, learned which policies and procedures may require adjustment to implement the new Reset Strategy, and reviewed the proposed Reset phases.
- A special meeting was held on March 18 for the Commission to hear about and discuss the draft Reset Strategy and to receive an initial fee schedule. The group also discussed the City's differential pricing policy.

*April 2021*

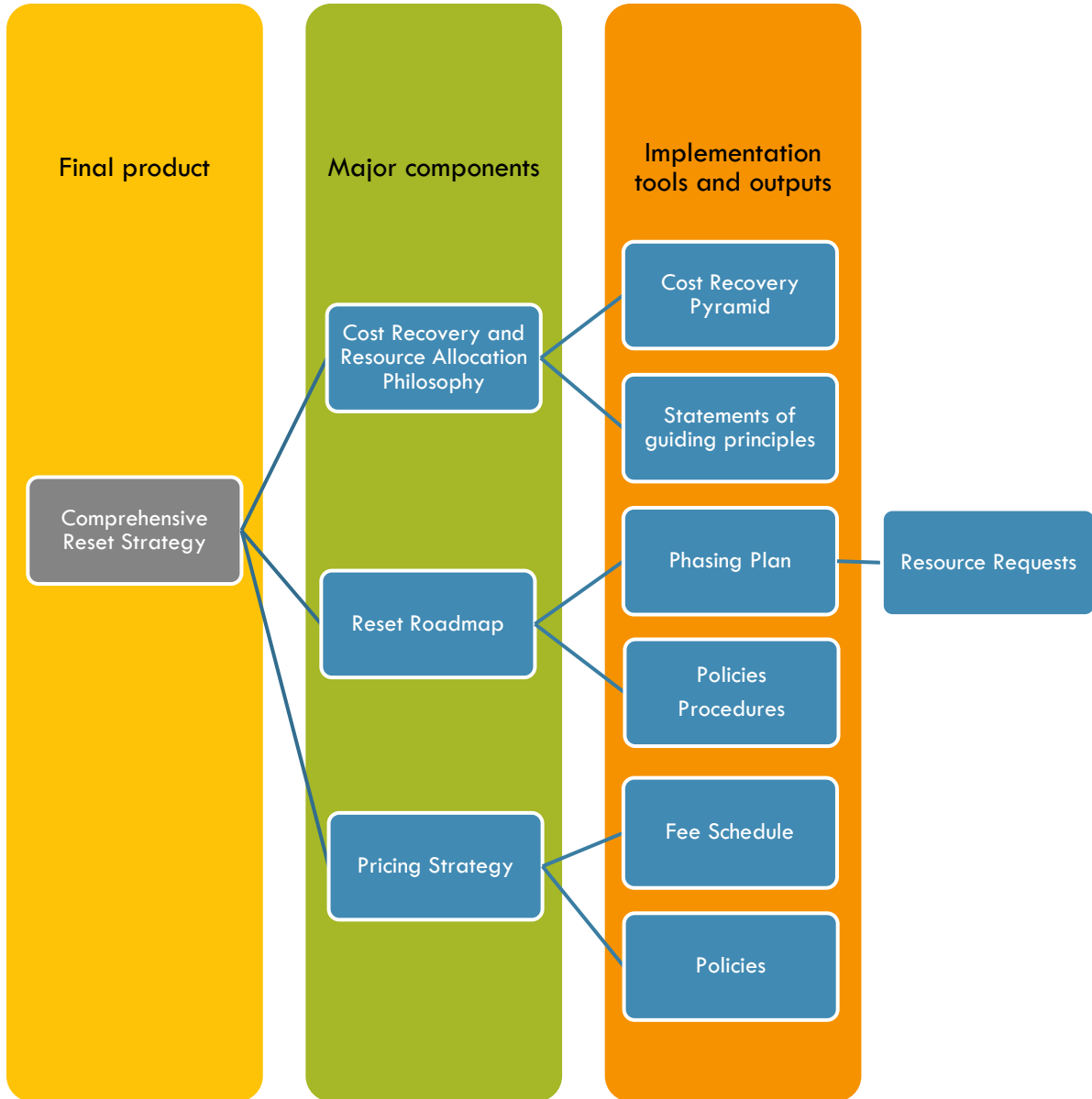
- The Parks and Recreation Commission acted to approve and recommend the Reset Strategy and a request for Accelerated Phase 1 resources.
- The Reset Team and Parks and Recreation Commission presented the proposed Reset Strategy to City Council for consideration.

July 2021

- City Council review and acceptance of the plan.

### Reset Plan Architecture

This strategy introduces several terms and has multiple parts. The following diagram illustrates how each of the pieces are connected. Definitions of the terms can be found in subsequent sections of this document.



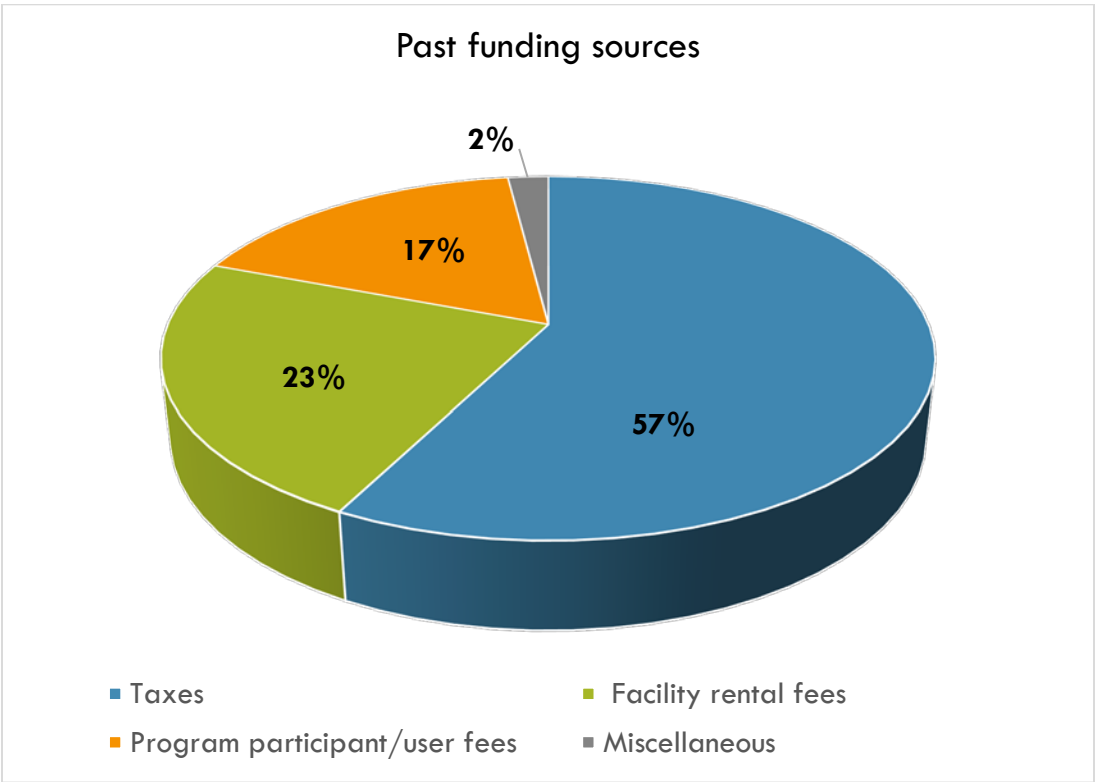
## COST RECOVERY

### What is Cost Recovery?

Cost recovery is the degree to which the operational (and sometimes maintenance) costs of providing a program or service are supported by user fees and/or other funding mechanisms such as grants, partnerships, donations, sponsorships, or other alternative (non-tax) funding sources. Programs and services can range from recovering more than their costs (i.e., generating surplus revenue) to being wholly subsidized or supported by General Fund support such as revenue from taxes collected by the City. Subsidy can be thought of as the community’s investment in recreation. Most often, when establishing cost recovery goals, municipalities focus on how much of the city’s direct costs can be covered by non-tax revenue.

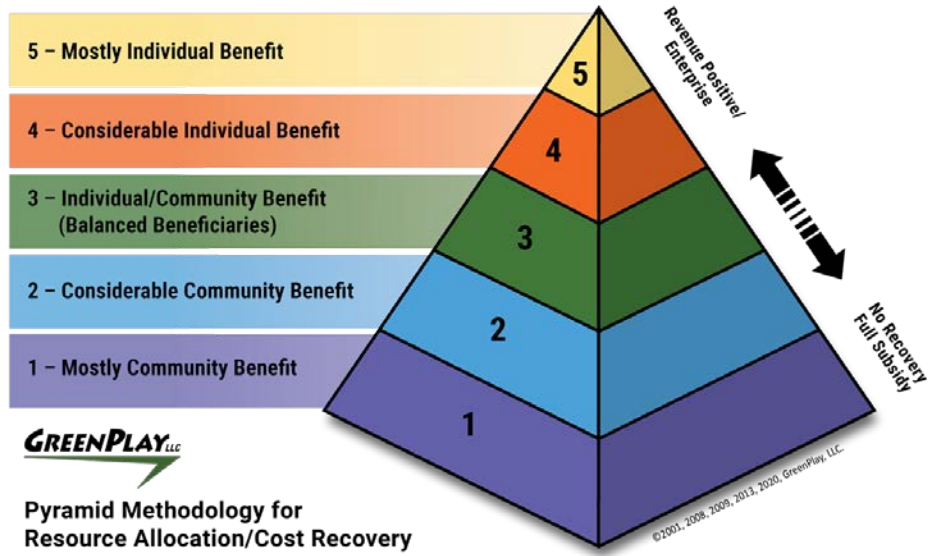
### Past Cost Recovery in Mercer Island

The City of Mercer Island has embraced the concept of cost recovery for at least two decades. Previous City budgets and other governing documents declared a few, overall cost recovery goals and some guidance regarding fees. While the City’s desire to organize services and programs within a cost recovery structure was clear, the City had not firmly established the foundational philosophy for that structure nor the policies and practices to support it.



### Establishing a Cost Recovery Framework

The Reset Project Team utilized, with permission, a cost recovery methodology construct from GreenPlay, LLC due to that model’s ability to address Mercer Island’s desired project outcomes. The GreenPlay model requires that programs and services be sorted into tiers on a pyramid based on who benefits from the program or service. Doing this sort of categorization helps put essential services and priorities into focus and promotes discussions about who should pay for the benefits received from the program or service.



While the primary way of sorting programs and services in this methodology is to assess who benefits, several other ways of viewing service provision and other pieces of information can be influential. Those filters and factors include:

Filters	Definitions
Benefit	Who receives the benefit of the service? (Skill development, education, physical health, mental health, safety)
Access/Type of Service	Is the service available to everyone equally? Is participation or eligibility restricted by diversity factors (i.e., age, ability, skill, financial)?
Organizational Responsibility	Is it the organization's responsibility or obligation to provide the service based upon mission, legal mandate, or other obligation or requirement?
Historical Expectations	What have we always done that we cannot change?
Anticipated Impacts	What is the anticipated impact of the service on existing resources? On other users? On the environment? What is the anticipated impact of not providing the service?

Social Value	What is the perceived social value of the service by constituents, city staff and leadership, and policy makers? Is it a community builder?
<b>Factors:</b>	
<ul style="list-style-type: none"> <li>• Trends (ranging from traditional/expected to innovative/fad)</li> <li>• Commitment factors (ranging from drop-in to specialized)</li> <li>• Political filter (may require asking and understanding, “What is in/out of our control? What is going on right now?”)</li> <li>• Marketing factor (i.e., the effect in attracting participants/customers)</li> <li>• Relative cost to provide factor (ranging from low to high)</li> <li>• Economic conditions factor (the financial realities; City and participant abilities to pay)</li> <li>• Financial goals factor (ranging from 100% subsidized to programs and services that generate excess revenue)</li> </ul>	

The pyramid’s five tiers identify the varying degrees to which the community or individuals benefit from an assortment of programs and services. The lower tiers represent programs that often serve the entire community, are thought of as essential, may be the kinds of services that are traditionally provided by recreation departments, or may be necessary for the business sustainability of the greater operation. The upper tiers represent programs that provide a greater degree of benefit to individual participants or specialized groups, may go beyond the core mission of the providing agency, may be available in the private marketplace, and likely could generate revenue to cover direct costs or more. (See Appendix A for more definitions of the tiers and additional guidance on sorting programs.)

The Reset Team developed a list of past and/or possible programs and services for team members and Parks and Recreation Commissioners to sort into the five tiers. Over time, these categories can be deleted, renamed, broadened, narrowed or added to, depending on policy makers’ and practitioners’ desires. (See Appendix B for definitions of programs’ and services’ categories.)

Each tier is also differentiated by its related expectations for cost recovery or General Fund subsidy. Programs and services that are placed in the upper tiers must help subsidize the costs of providing those in the lower tiers. Programs and services in the lower tiers receive more tax support than those in the upper tiers. Cost recovery tier placement is not synonymous with the level or amount of fee. Actual fees for programs within the same tier will vary, and fees will be set based on a variety of factors. (See the Pricing section of this document for more information about setting fees.) The tier-level cost recovery targets represent the minimum cost recovery for the aggregated categories of service within that tier. While each individual service within the tier may have a fee that is established to recover at or above the minimum cost recovery target level, the primary objective is for the entire tier as a group to achieve the target. Tier-level cost recovery targets are set to primarily recover the direct operating costs of service provision - not all costs (such as

capital or indirect costs). However, some programs or services may have fees that enable the City to recover some of the indirect costs of providing the service and/or to further offset the tax subsidy of programs in other tiers.

Recommended cost recovery targets were set based on the Reset Team's examination of a sampling of historical program expenditure and revenue data, assumptions about revenue potential and/or the ability to control direct costs, an understanding of the marketplace, and after a review of the cost recovery targets of several other municipalities. The City's current way of accounting costs and revenues in recreation and for the MICEC does not easily allow quantification at the program or service level. Going forward, Staff will track and report on costs and revenues based on the categories of programs and services identified in the cost recovery pyramid. Tier-level cost recovery targets and individual program cost recovery expectations should be re-examined and adjusted, as needed, on a periodic basis.

## Defining Direct and Indirect Costs

To effectively set targets and monitor cost recovery performance, the City must first define what will constitute a direct cost versus an indirect cost.

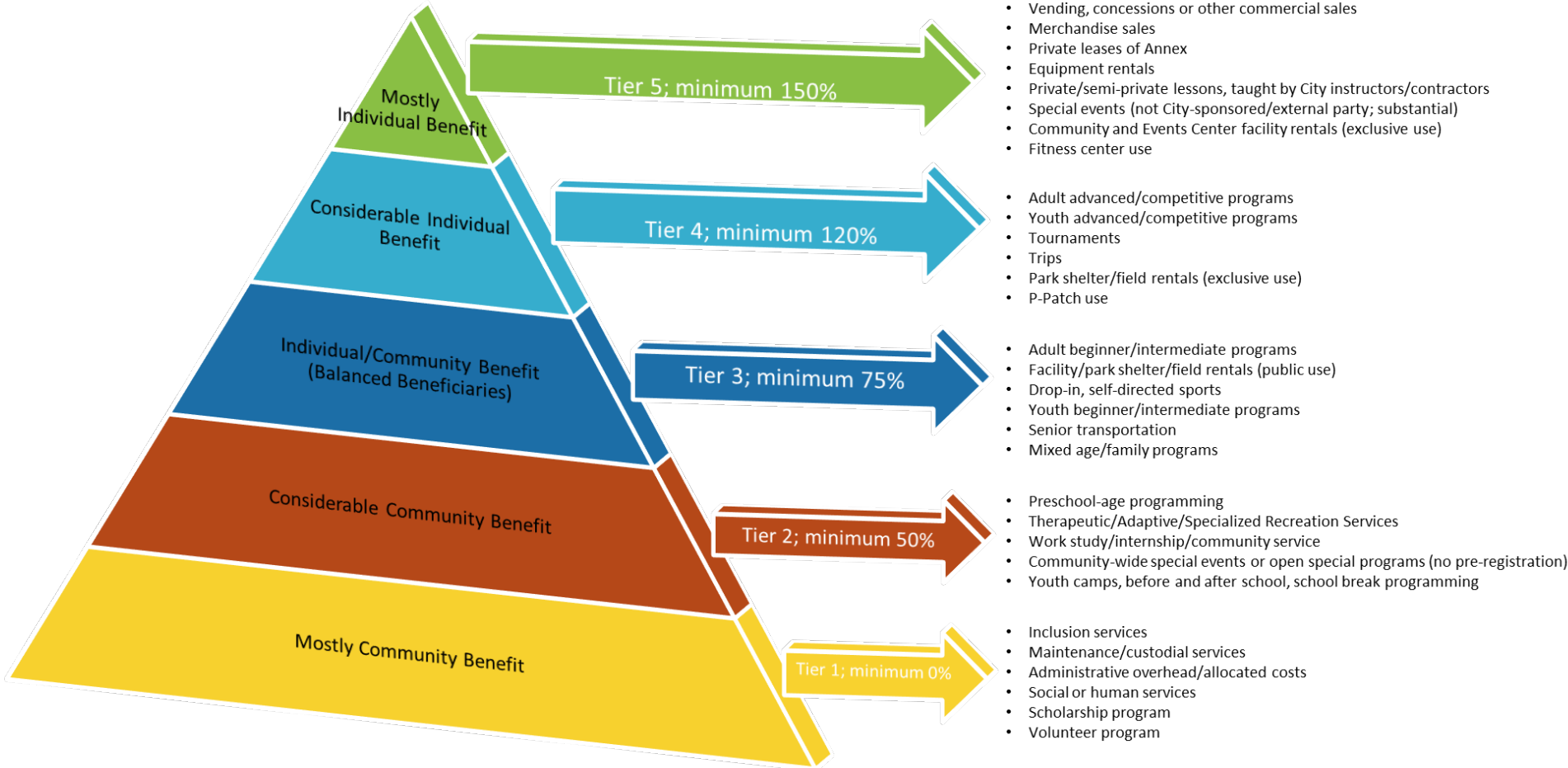
Direct costs include all the specific, identifiable expenses (fixed and variable) associated with providing a service, program, or facility. These expenses would not exist without the program or service and often increase exponentially. Examples of direct costs include: salary and benefits costs for all personnel directly attached to the program, all consumable supplies for the program, all related contractual services expenses, and non-consumable equipment purchased only for the program that require periodic, continual replacement or are necessary for the start of the program. Direct expenses may also include or a prorated share of some expenses such as marketing or promotional costs.

Indirect costs include departmental administration, support services or cost allocations from other internal departments that encompass the remaining overhead (fixed and variable) and are not identified as direct costs. Examples of indirect costs include: office furniture, building maintenance and utility costs if they are not charged back to the program, groundskeeping costs, debt service, vehicle use or mileage reimbursement, and hiring costs (such as advertising jobs).

The Reset Team has categorized each past program's costs (i.e., expenditure types by the financial management system's object codes) according to whether it should be considered a direct or indirect cost. In addition, the Reset Team has identified shares of indirect costs that upper tier program fees may be constructed to recover. For example, the revenue received from the service category of "Community and Event Center facility rentals (exclusive use)" may help cover building utility costs. City staff will utilize this cost accounting tool each time a new program is designed, offered and evaluated, to ensure that its cost recovery can be calculated and assessed.

# Mercer Island's Cost Recovery Pyramid

The City's cost recovery pyramid is depicted below and in Appendix C.



Note: Categories of programs and services are listed in no particular order within each tier.



## RESOURCE ALLOCATION PHILOSOPHY

When an organization seeks to create better financial sustainability and wise investment of tax resources, establishing the cost recovery framework is critical. In addition, the cost recovery framework sparks the promotion of a resource allocation philosophy to govern which programs and services should be offered, why and with what resources. A resource allocation philosophy helps the City manage its resources according to its strategic goals. The philosophy involves balancing competing needs and priorities and determining the best way to maximize or optimize benefit using limited resources.

### Goals

The resource allocation philosophy has several aims:

- To support the cost recovery framework (i.e., some programs receive a greater share of tax dollars and some programs will subsidize others)
- To sustain core services (both social/public good core and business sustainability core)
- To be deliberate about where resources are going
- To offer services when the City is the best or most appropriate provider
- To be thoughtful about how to best offer services with feasible resources, including through partnerships or contracting
- To reflect the values, mission and priorities of the City and its residents
- To assist the City in meeting its performance and quality of service goals.

**The resource allocation philosophy provides the parameters for offering services and programs, and guidance to avoid offering too much or acting inconsistently or irresponsibly.**

### Core or Essential Services

Through the development of the Cost Recovery Pyramid, the City began identifying which programs and service categories could be considered “core” or “essential.” Having some degree of clarity about this is important when establishing a resources allocation philosophy. Simply stated, the level of resource support should be higher for core or essential services. This is how these terms are defined and how programs and services are categorized for the purpose of the Reset Strategy:

#### Social Good or Public Good Core

These programs and services are those that may benefit all members of the community, are typically offered through tax support (rather than user/participant fees), and may focus on health, safety and equity or access.

In the Cost Recovery and Resource Allocation Philosophy, these programs are found in the lower tiers (predominantly 1 and 2) and will receive the greatest share of community investment.

## Business Sustainability Core

These programs and services produce revenue for the City that covers some of the indirect costs of programs or reduces the need for tax support for other programs. These programs and services are designed to meet the needs of the market and are offered with market rates in mind. These programs typically benefit individuals or specific groups.

In the Cost Recovery and Resource Allocation Philosophy, these programs are found in the higher tiers (predominantly 5 and 4) and are financially supported by the beneficiaries of the service.

## Desirable Set

Many programs and services could be labeled as desirable and this categorization is often the subject of debate. In part, the Reset Strategy labels categories of programs and services as “desirable” if they simply do not fall into either the social/public good core or the business sustainability core.

In the Cost Recovery and Resource Allocation Philosophy, desirable programs are largely clustered in the middle tiers of the pyramid. Desirable programs offered by the City should meet these criteria:

- The program is likely to generate sufficient revenues to offset its costs and meet cost recovery targets.
- Hosting the program at a City facility will not adversely affect the City’s ability to offer social/public good or business sustainability core services.
- High demand exists
- The program will serve a large population or significant, identified community need.

## Community Input on Resource Allocation

The City conducted a survey in early 2021 to gather input from community members about which types of programs should be offered, what types of users should be prioritized, and which types of programs should receive the greatest share of tax dollar support. Over 550 people participated in the survey. The survey responses provided valuable insight for the Reset planning project and validated the City’s initial work on the Cost Recovery and Resource Allocation Philosophy. (See Appendix D for the survey report.) Some of the highlights from the results include:

- **Use of tax dollars:** Respondents placed the greatest value in the types of programs and services found in Tier 1, 2 and 3. This is where the community investment should be placed (i.e., tax dollars). When asked which programs and services should receive the greatest share of tax support, respondents replied that “programs or services where there is a balance between individual and community benefit (example: providing summer camp opportunities for Mercer Island youth)” and “programs or services where the community benefits considerably, in addition to specific individuals (examples: safety programs for youths, or programs that provide fee-waivers or scholarships to increase accessibility to programs)” should receive the greatest share of community investment. “Programs or services where the individual participating benefits the most (examples: a resident taking an art or fitness class)” had the least support for tax subsidy. Approximately half of the respondents were neutral or stated that little or no tax support should be given to a “few special events during the year, available to all community members.”

- **Choosing programs or services to offer:** One of the two strongest opinions on the delivery of programs spoke to how the MICEC should be used. Over 40% of respondents said that maximizing private evening and weekend use to support public programs and services was “really important.” Leveraging the facility in this way was “somewhat important” or “really important” to 74% of respondents. The second strong opinion about the facility’s use was that the MICEC should offer “something for everyone” (74% of respondents rated this as “somewhat important” or “really important”). It is also important to note that, although it had the lowest combined positive score (“somewhat important” + “really important”), over 60% of respondents said that offering services to under-served populations or those not served by the private marketplace was important.
- **Prioritizing programmatic use of space:** Survey respondents stated that use of the facility should be prioritized for these groups or interests (in rank order, from highest priority)
  1. Activities for seniors
  2. Activities for youth
  3. Programs for residents with special or adaptive recreation needs
  4. After-school and school break programs
  5. Fitness programs
 

Drop-in (no instructor) recreation/fitness opportunities (approximate tie with “Fitness programs”)

Survey respondents stated that the following groups or interests’ use of the facility were the lowest priorities (in ranked order, from lowest priority):

1. Other lifestyle, social or personal improvement programs
2. Activities for adults
3. Art programs
4. Special events open to the public
5. Organized athletics

Key take-aways from the survey include that respondents value that recreation programs and the MICEC serve a diversity of ages and interests. There is community support for private use of the facility that provides the means for public programs and services. Respondents felt the MICEC’s space should be prioritized for seniors, youth, adaptive recreation, school break/after school, fitness and drop-in use. Many respondents advocated for avoiding competition with other Mercer Island entities and for the City to complement what is offered elsewhere. Many people expressed pride in the facility and the City’s programs; they shared a desire to grow awareness and use of these assets and opportunities.

**“The community center is a great space and efforts should be made to expand use but keep it financially viable.”**

**“I love that the Community Center can be a place for physical, mental and cultural activities for all.”**

**“This is an amazing facility that should be used to engage the community with programming as well as generate operating revenue.”**

**“MICEC is a beautiful facility and should be seen as a hub of gathering for our community. Thanks for giving residents the opportunity to complete this survey and share our ideas!”**

**“(There are) many ways to increase revenue going forward which in turn will increase the value you can bring to the community and offer more low cost/subsidized programs for our multi generation population.”**

**“It's a valuable resource to us and well worth our tax dollars for its accessibility!”**

*Quotations from survey respondents*

## **Building and Maintaining the City's Portfolio of Programs and Services**

The cost recovery and resource allocation philosophy coupled with an understanding of the community's values, priorities and needs provides the basis for designing the City's recreation portfolio. Adhering to those parameters will require commitment and diligence, and a willingness to reassess from time to time.

The City's initial portfolio should:

- Focus on delivering core and essential programs and services first (i.e., the social and public good core plus the business sustainability core). These are categories found in Tier 1 and possibly some Tier 2 plus those found in Tier 5 and possibly some in Tier 4 of the cost recovery pyramid.
- Focus on doing a few things well before starting more. The complete Reset will take time. At the outset, staffing, budget and other resources are limited. The community will benefit more from the City offering fewer, high-quality services rather than many, low-quality services.
- Put resources into enhancing City staff's role as stewards (of public funds and facilities) by:
  - Creating program development and evaluation tools
  - Ensuring maintenance of building and equipment
  - Building and tracking program-level budgets

- Reporting on cost recovery, access equity and other goals.

The following should also be considered as the City begins offering programs or as the City seeks to increase offerings:

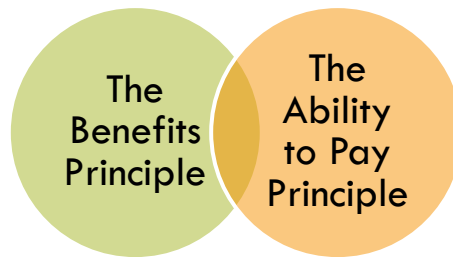
- As a group, Tier 1 services are a priority, but the City should evaluate the need for and the City's ability to provide the human services category and the volunteer program. The City should purposefully design offerings in these categories.
- Programs and services in Tiers 2 and some Tier 3 (including drop-in activities), should be added slowly and as properly resourced or as can be efficiently delivered.
- Additional Tiers 3, 4 and 5 services, could be added as they are able to be resourced, as they can be efficiently delivered, as any related fees and policies are established or updated, and as they are needed to subsidize the programs and services in Tiers 1, 2 and 3.
- The Reset Team recommends that the implementation strategy provide strong support for marketing, development of a volunteer program, and the successful operation of facility rentals and daytime uses of the MICEC.

To aid Staff in making decisions about what programs to offer in subsequent phases of the Reset and beyond, a consistent assessment and decision-making process is needed. The development of a new program evaluation tool is included as a future task in the Reset Roadmap. This tool may include utilizing a matrix to evaluate the need, the potential benefit, the resource demand, the consistency with the cost recovery and resource allocation philosophy, and other factors prior to authorizing development and marketing of a new or pilot program.

Additionally, proper maintenance of the City's recreation and MICEC portfolio will require ongoing program management to ensure designs target desired outcomes, and program assessment to stay in-tune with program life cycles and their abilities to meet cost recovery targets.

## PRICING

The City's pricing strategy is the method for establishing and charging fees for recreation and MICEC services. The chosen method reflects both the Benefits Principle and the Ability to Pay Principle, where taxpayers or users' contributions for a service reflect the benefits received from it, and where the price for the service reflects an individual's ability to pay for the service such that an individual is not excluded from receiving that service. The City's pricing strategy reflects the City's desire to promote equity and inclusion.



There are typically four types of pricing strategies in the realm of recreation services:

1. Arbitrary (prices are set to reach an overall revenue target)
2. Market-based (prices are a product of demand for services or what the target market is willing to pay; in many cases this strategy results in setting fees at the midpoint or higher)
3. Competitor-based (prices are established to match, beat or exceed other providers; in many cases this strategy results in setting fees at the midpoint or lower)
4. Cost recovery pricing (prices are designed to reach cost recovery goals, within the range allowable by market and other conditions)

In addition, all of the strategies above could include a second strategy called “differential pricing,” where different fees are charged for the same service when there is no real difference in the cost of providing the service. (Differential pricing is explained in a subsequent section of this report.)

## MICEC and Recreation Pricing Strategy

The City’s strategy reflects market-based, competitor-based, cost recovery and differential pricing.

The goal of the pricing strategy is to set reasonable fees that are responsive to demand, market realities and minimum cost recovery goals, such that the overall operation is financially sustainable and Mercer Island residents of all income levels can participate.

The method for determining pricing includes conducting market and competitor research, employing established cost recovery targets, and applying policies and procedures related to differential pricing.

## Fee study

The City conducted a fee study to review the market and competition prices for benchmarked programs and services. The study helped the City understand what other providers are charging for similar services and how they are structuring those charges (e.g., as part of a membership fee, an ala cart fee, or a package). The City gathered information from area municipalities and private and non-profit providers for a sampling of programs and services. Here are a few examples of the programs or services that were benchmarked:

- Meeting room rental

- Special events facility rental and related services
- Youth martial arts classes
- Fitness center use
- Drop-in activities

Collecting the fee study data was only one part of establishing the City's prices. Fees were also a product of the cost recovery targets and differential pricing.

## Fee Schedule

Fees will be set and maintained by the department director, per the municipal code. The list of fees, called a fee schedule, will be publicly posted annually as a reference for all potential users and participants.

A systematic approach to fee revisions is necessary to be thoughtful of customer tolerance for revisions, to give participants and users time to adjust, and to successfully communicate and demonstrate the value of the service or program. The fees should be evaluated every two years through a fee study and through an evaluation of the cost performance of each category and aggregated tier. Fees may be adjusted annually to keep up with the cost of delivering programs.

The City may establish differential pricing for some programs in the fee schedule or utilize a scholarship or financial assistance program that participants could utilize for those same programs or services.

## Differential Pricing and the Scholarship Program

Differential pricing involves offering variations of the price of a service or program to a particular group, which may result in more equitable and efficient service delivery. In differential pricing, different groups are charged different prices for the same service, even though there is no direct corresponding difference in the costs of providing the service to each of these groups. Price differentials or fee waivers can be based on resident (taxpayer)/non-resident, age of participant, location of facility, time or season, quantity of use, incentives, reciprocity benefits for affiliates, or other considerations. Differential pricing can help stimulate demand, reach an underserved population, or shift demand to another time, place or date.

The City of Mercer Island has employed some differential pricing for many years by offering discounted rates for residents versus non-residents, an occasional break on prices for households registering multiple children, and through a scholarship or financial assistance program. The Reset Strategy recommends continuing these practices but examining the policy and procedures of the scholarship program for potential improvements and contemplating other potential ways differential pricing could be offered to enhance diversity, equity and inclusion. Many area municipalities offer similar scholarship programs, setting aside a budget each year for fee waivers. One critical element of these programs is how eligible recipients are defined and authorized.

Under the City's current program, Mercer Island residents who demonstrate income-based need and who are eligible for other types of governmental financial assistance (such as SNAP food benefits) can qualify for a scholarship of up to \$300 per year for an individual or up to \$500 per year for a household. Potential beneficiaries must apply for the scholarship for each program in which they wish to participate during the upcoming quarter, as Staff currently awards funds on a quarterly basis. Applications are screened by Youth and Family Services and then approved for the applicant's desired programs by Recreation's administration. In the future, the City may be able to accept applications for eligibility that continues for the entire year, and

the City's financial management or recreation information system may be able to proactively apply the approved level of differential pricing or scholarship balance to each registration.

## Alternative Sources of Funding and Support

In general, there has been a decrease in the amount of tax support available to public parks and recreation departments across the nation. Mercer Island is no exception. As such, the need to seek alternative sources to financially support services has become increasingly important. Alternative funding and support sources could include gifts, grants, donations, sponsorships, collaborations and volunteer contributions.

During the Immediate Action Phase (a period corresponding to the second half of 2021) of this Reset project, the City was able to pilot offering summer camps through a partnership. This was a good way to begin testing the City's ability to deliver programs through enhanced collaborations. It is quite likely that many other creative opportunities for partnerships exist, which could enable the City to meet community demand in the most efficient and effective way possible. Simply put, the City need not provide every service, nor does it need to be the direct provider for every program it offers.

Relatedly, the City could grow its capacity to utilize volunteers to deliver programs and services. This would help the City contain the costs of providing services and assist certain categories of programs or tier groups of services in meeting cost recovery targets. Volunteer programs certainly also require effective management and offer a wide range of other individual and community benefits.

## POLICY AND PROCEDURE ADJUSTMENTS

There are several program development tasks, policies and procedures that will require attention over the next few years to ensure consistency with the Reset Strategy. An initial list (shown by implementation phase) is included in Appendix E.

## RESET ROADMAP AND IMPLEMENTATION TIMELINE

Implementation of the Reset Strategy will take a few years and will require ongoing collaboration between Staff, the Parks and Recreation Commission, the City Council and the public. A Reset Roadmap is provided in Appendix F. The phases of the Reset were designed in response to the stipulations in the cost recovery and resource allocation philosophy, community input on values and priorities, and the near-term uncertainties of the pandemic.

While the Reset Team placed all the "past and potential" categories of programs and services that were listed in the cost recovery model in the phasing plan, **the City may not offer every specific program nor every category of program in the future.** The Reset Strategy is not designed to simply restart everything that once was. This is a strategy designed to improve outcomes and align offerings to an overall community investment and prioritization structure. Individual program offerings will be determined as each phase is further developed. Actual program offerings will be the result of several factors, including an assessment of trends and program life cycle stage, competition and duplication in the community or area, desired program outcomes, partnership and cooperation possibilities, commitment level of potential participants, availability of resources, and consistency with the cost recovery and resource allocation philosophy. Implementation of the Reset Strategy not only involves shaping supply (i.e., what services and programs are available), but may



also serve to shape demand to a degree. Residents, patrons, and customers may develop a different and better sense of what they can receive from the City's recreation and MICEC.

The Reset Strategy should be reassessed for alignment with the in-progress Parks, Recreation and Open Space (PROS) Plan or as community needs and priorities change.

## Appendix A Pyramid Tier Definitions and Guidance

### Tier Definitions

At the top of the Pyramid, the fifth level represents services that have potential to generate revenues above costs, may be in the same market space as the private sector, or may fall outside the core mission of the agency. In this level, services should be priced to recover full cost in addition to a designated profit percentage.

The fourth level of the Pyramid represents specialized services generally for specific groups, and those that may have a competitive focus. Services in this level may be priced to recover full cost, including all direct expenses.

The third level of the Pyramid represents services promoting individual physical and mental well-being, and provides an intermediate level of skill development. The level provides balanced INDIVIDUAL and COMMUNITY benefit and should be priced accordingly. The individual fee is set to recover a higher percentage of cost than those services falling within lower Pyramid levels.

The second level of the Pyramid represents services that promote individual physical and mental wellbeing, and may begin to provide skill development. They are generally traditionally expected services and/or beginner instructional levels. These services are typically assigned fees based upon a specified percentage of direct (and may also include indirect) costs. These costs are partially offset by both a tax investment to account for CONSIDERABLE COMMUNITY benefit and participant fees to account for the Individual benefit received from the service.

The foundational level of the Pyramid is the largest, and encompasses those services including programs and facilities that MOSTLY benefit the COMMUNITY as a whole. These services may increase property values, provide safety, address social needs, and enhance quality of life for residents. The community generally pays for these basic services via tax support. These services are generally offered to residents at a minimal charge or with no fee. A large percentage of the agency's tax support would fund this level of the Pyramid.

### Guidance for sorting categories into tiers:

- Who benefits from the service – the community in general, or the individual or the group receiving the service?
- Does the individual or group receiving the service generate the need, and therefore the cost, of providing the service? An example of this type of service is a facility rental that requires additional staff onsite.
- Will imposing the fee pose an economic hardship on specific users?
- If the ability to pay does not align with the benefit and value of a service, consideration of this dynamic should be addressed during the implementation phase of pricing and marketing.
- Do community values support taxpayer subsidy of the cost of service for individuals with special needs (e.g., specialized programs for people with disabilities or services for low-income families)?

- Are services federally mandated like inclusionary services as instituted by the Americans with Disabilities Act (ADA)?
- Will the level of the fee affect the demand for the service?
- Is it possible and desirable to manage demand for a service by changing the level of the fee?
- Are there competing providers of the service in the public, nonprofit, or private sector?

Think less about who is paying what and more about who is benefitting. Is the service available to more or less of the community? How specialized is the service? Do other people benefit even if they are not engaged in the program/service directly? Is the City compelled/required to provide?

The cost recovery tier is not synonymous with the level of fee. A program in tier 3, for example, may have a fee that is higher than a program in tier 4. Likewise, within a single tier, fee amounts could vary considerably.

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Credit to:



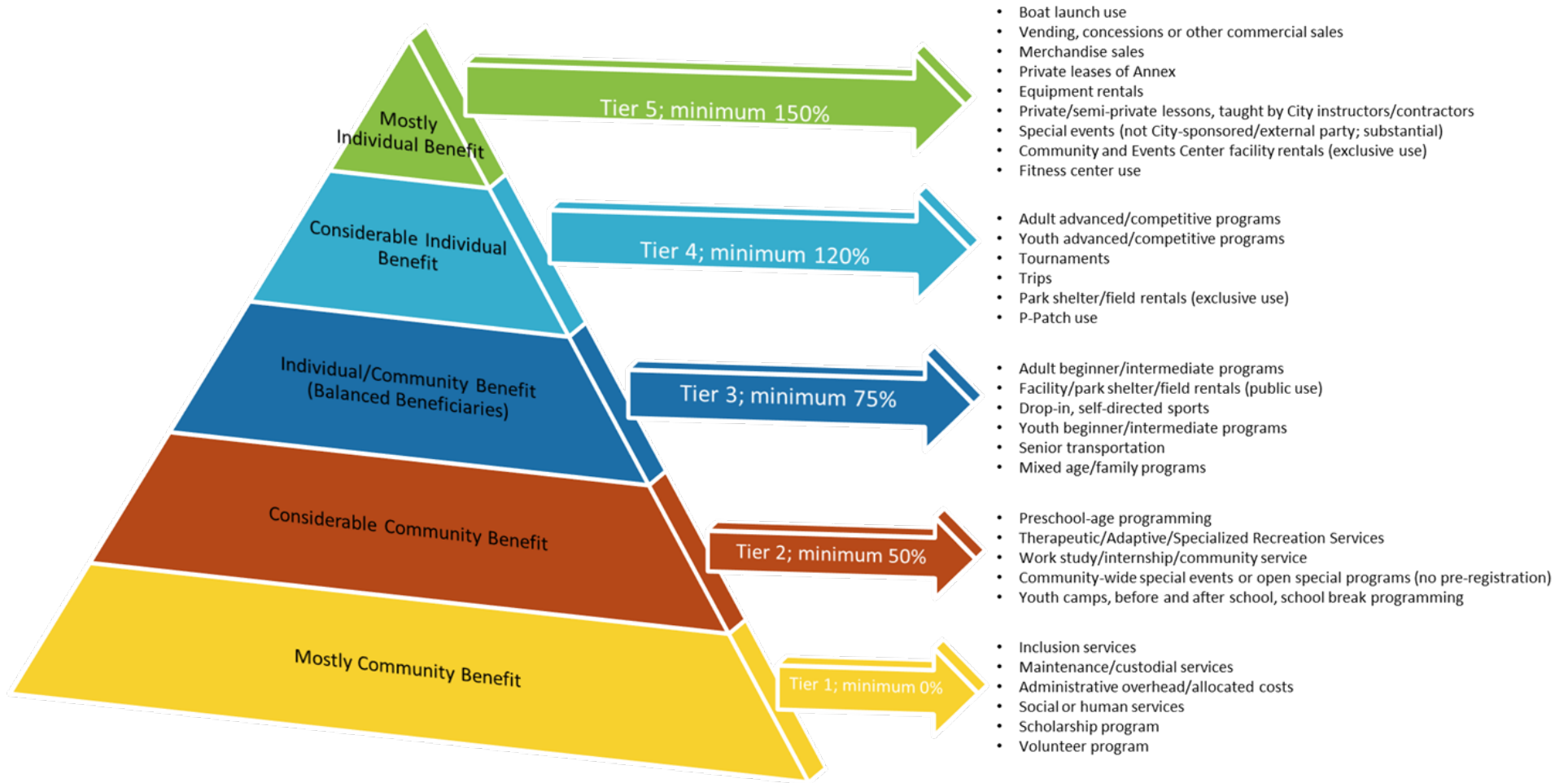
## Appendix B: Programs and Services Categories

<b>Program/Service</b>	<b>Definition/Example</b>
Administrative overhead/allocated costs	Those costs not directly involved in the delivery of the program or service. Examples: Information technology (IT) equipment; management salaries.
Adult advanced/competitive programs	Programs for adults who have prior level of experience or higher-level skills. Example: foreign language conversation class; competition or team martial arts.
Adult beginner/intermediate programs	Programs for adults that are focused on skill development, learning. Example: introductory foreign language or martial arts class.
Boat launch use	Service of coordinating the use of the City's boat launch facilities and issuance of daily, monthly and annual permits.
Community and Events Center facility rentals (exclusive use)	Use of the facility/room for only those invited or members of booking group; not widely open to the public. Example: reserving the Mercer Room for a wedding.
Community-wide special events or open (no pre-registration) special programs	Events or activities open to all community members and for which the City does not charge an attendance or participation fee nor require pre-registration. Example: a community-wide safety fair for children.
Drop-in, self-directed sports	A program where City staff only provides general oversight and the facility space for individual or group sports or activities, where participants do not need a reservation or appointment. Example: pick-up basketball.
Equipment rentals	Individuals or groups opt to pay a fee to use City-owned equipment for a class, room rental or other activity. Examples: use of technology equipment in a meeting room; use of City owned badminton racquets during drop-in time.
Facility/park shelter/field rental (public use)	Use of the facility/shelter/field for the full community or for the City organization; may be a City-sponsored or partnership use.
Fitness center use	Service of providing use of the MICEC's fitness center room and equipment.
Inclusion services	Services designed to assist community members with special needs in participating in a program/event.
Maintenance/custodial services	Activities associated with care and upkeep of the facility and its amenities; providing for hygiene, operational availability and safety.
Merchandise sales	Retail goods available for purchase by consumers.
Mixed age/family programs	Programs specifically designed for and marketed to intergenerational audiences and/or families as participants. Examples: parent/child fishing class; soapstone carving.
Park shelter/field rentals (exclusive use)	Use of the shelter/field for only those invited or members of booking group; not widely open to the public. Example: parents rent a shelter for a child's birthday party.
P-patch use	Reservation and individual use of a plot within the City-maintained community garden (P-patch).

Preschool-age programming	Programs specifically designed for preschool-age participants. Example: arts and crafts or story time; indoor playground.
Private leases of Annex	The Annex building next to MICEC is currently used as long-term leased space.
Private/semi-private lessons, taught by City instructors/contractors	Individual or small group lessons, typically offered as an additional option to a public, group class or activity.
Scholarship program	Financial assistance provided to individuals or households to enhance equity in service access and delivery.
Senior transportation	A service of providing rides to and from City recreation and MICEC programs.
Social or human services	Programs designed to provide basic needs or quality of life assistance, particularly for vulnerable or lower-income populations. Often focus on mental or physical health. Examples (social services): clubs, educational opportunities, walks. Examples (human services): reduced price meals, health care, supervised day care.
Special events (not City-sponsored/external party; substantial)	Larger-scale and impact uses that may involve the rental of the whole facility (MICEC) and significant staff resources, thus reducing the ability for the facility to be used by others; use may be designed to generate profit for the user. Examples: a business conference; a non-profit gala.
Therapeutic/Adaptive/Specialized Recreation Services	Programs or services specifically designed to serve people with disabilities or special needs.
Tournaments	Organized competitions or a series of contests involving individuals, teams or groups.
Trips	Organized outings or experiences.
Vending, concessions or other commercial sales	Sales of consumable and other goods.
Volunteer program	The organization and management of individuals donating their time, expertise and passion, without pay.
Work study/internship/community service	The organization and management of individuals who wish to learn skills or who donate their time and talents for their personal benefit (e.g., school credit, professional advancement, or court sentence fulfillment).
Youth advanced/competitive programs	Programs for youth who have prior level of experience or higher level skills. Examples: cheerleading team; performance level ballet.
Youth beginner/intermediate programs	Programs for youth that are focused on skill development, learning. Example: recreational ballet

Note: The categories of programs and services represent past and/or potential offerings, not a future commitment.

### Appendix C: Mercer Island Cost Recovery Pyramid



Note: Categories of programs and services are listed in no particular order within each tier.

Appendix D: Let's Talk Recreation and MICEC Reset Survey Results

# MICEC Recovery Survey

## SURVEY RESPONSE REPORT

05 January 2021 - 16 February 2021

### PROJECT NAME:

Planning for the Future: Recreation and the Mercer Island Community and Events Center (MICEC)

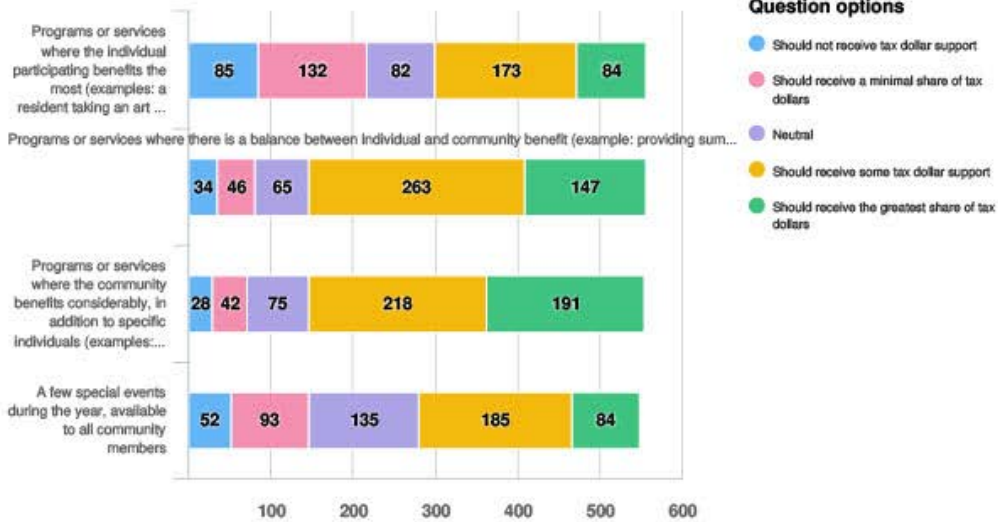




SURVEY QUESTIONS



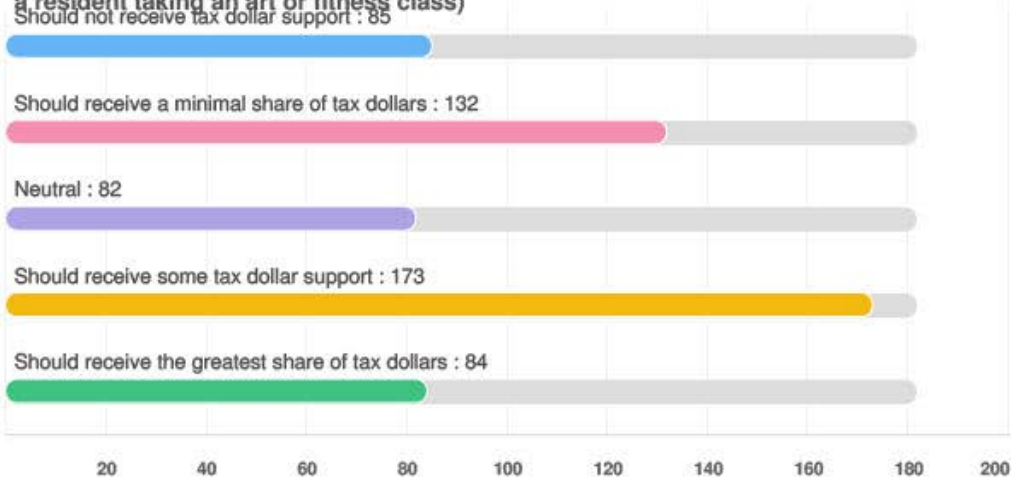
**Q1** In the past, the revenue that supported recreation operations and programs and the Mercer Island Community and Events Center...

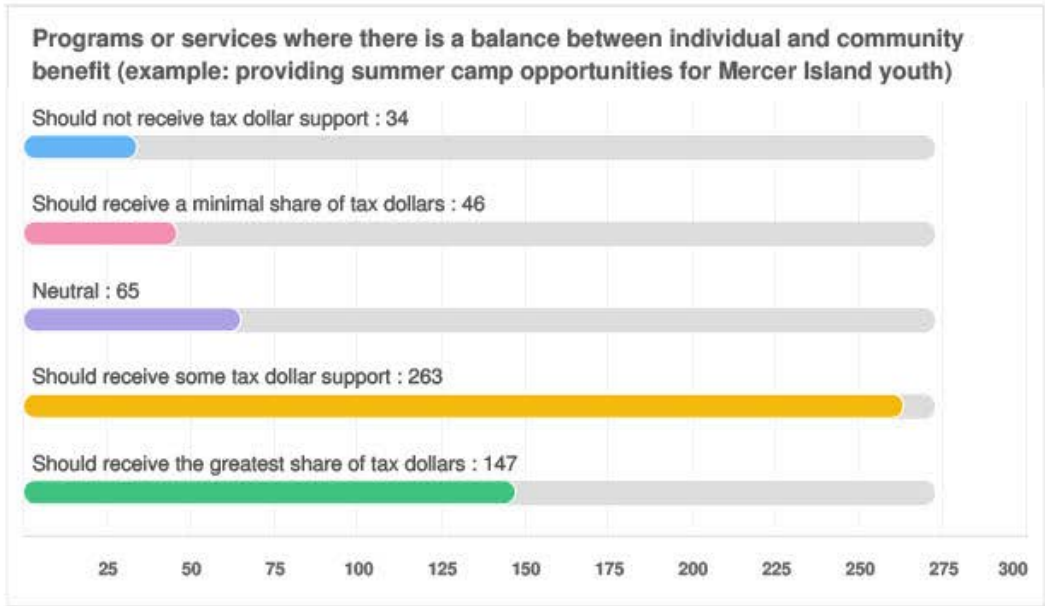


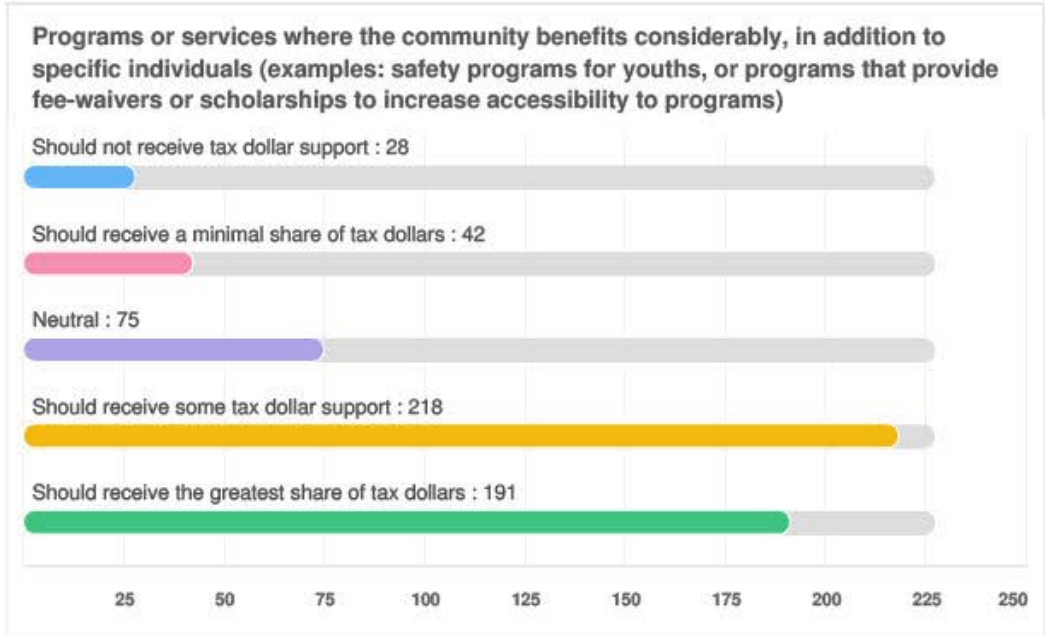
Optional question (565 response(s), 15 skipped)  
Question type: Likert Question

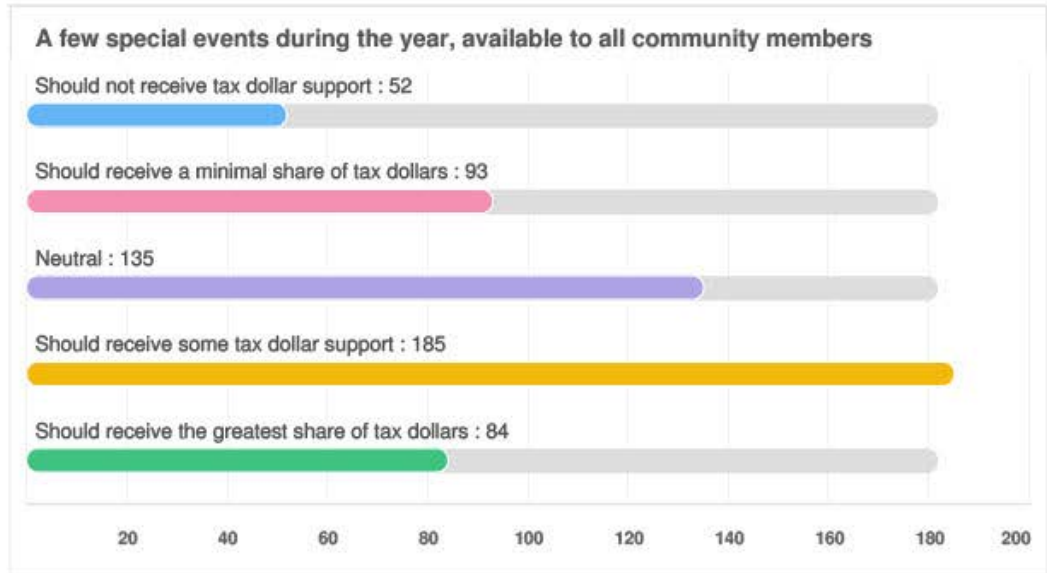
**Q1 | In the past, the revenue that supported recreation operations and programs and the Mercer Island Community and Events Cente...**

**Programs or services where the individual participating benefits the most (examples: a resident taking an art or fitness class)**









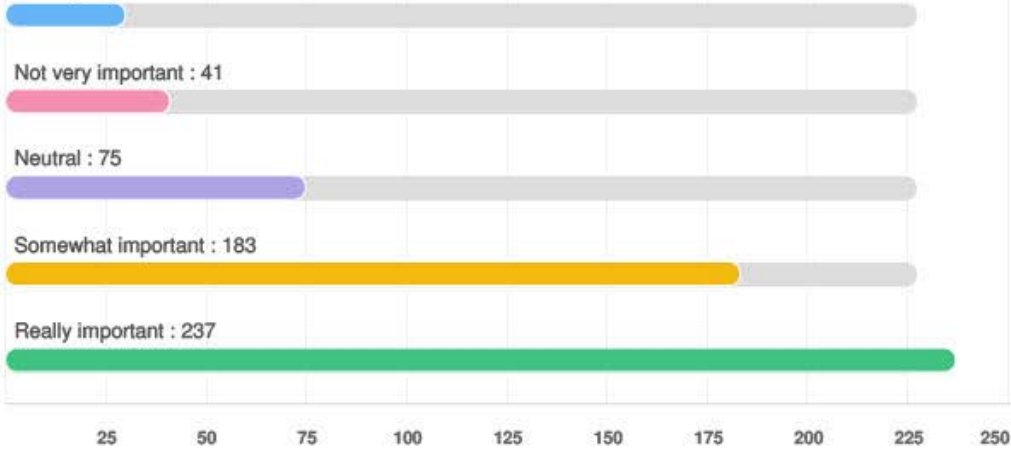
### Q2 How important is it to you personally or to your family that the Mercer Island Community and Events Center (MICEC):

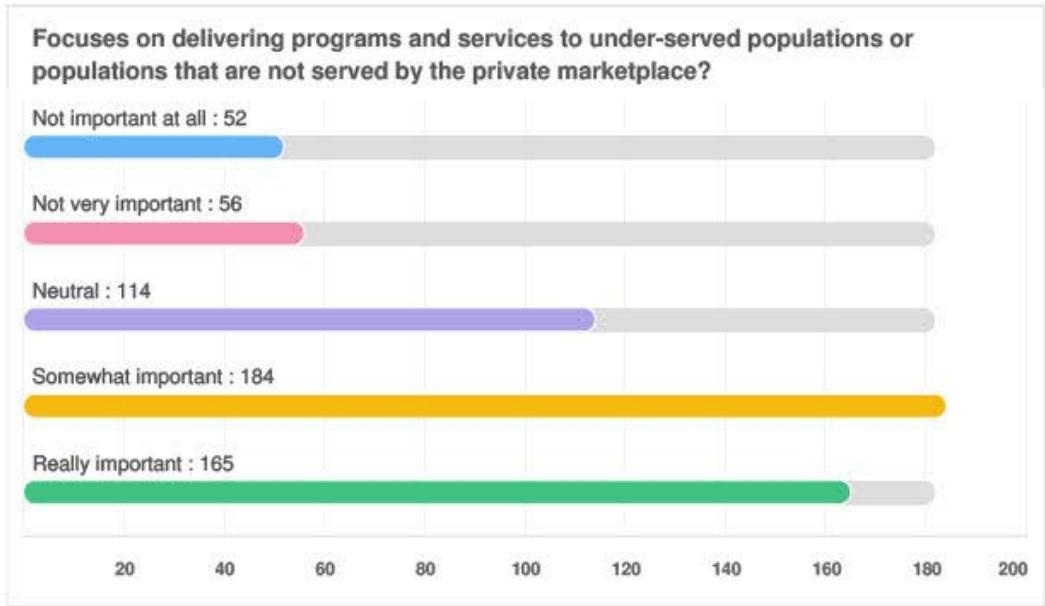


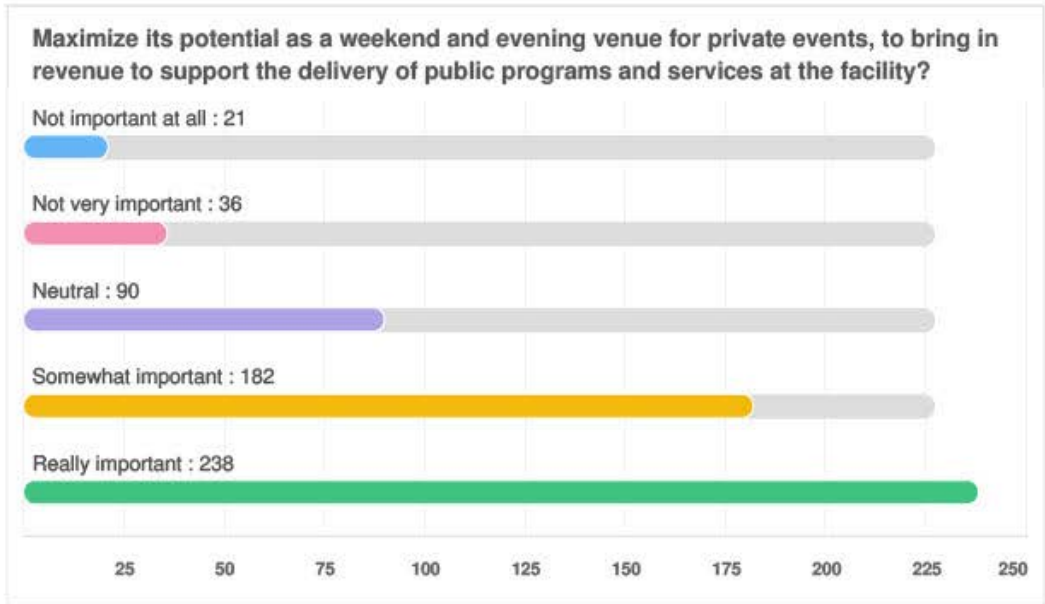
Optional question (576 response(s), 4 skipped)  
Question type: Likert Question

**Q2 How important is it to you personally or to your family that the Mercer Island Community and Events Center (MICEC):**

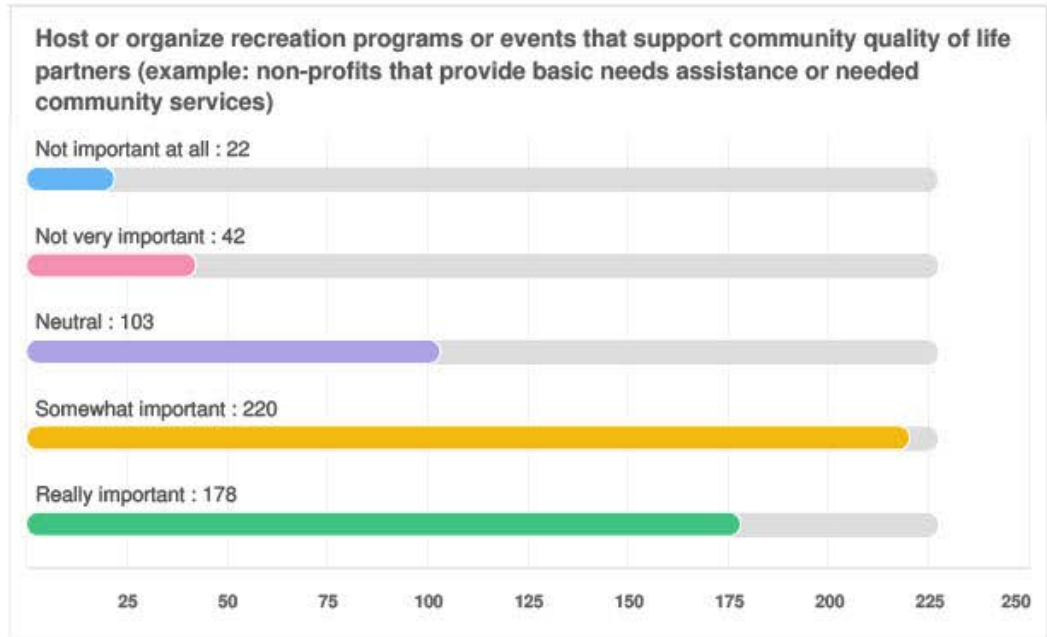
**Offers "something for everyone" in the community (all ages, all interests, all abilities, all income levels)?**  
Not important at all : 30



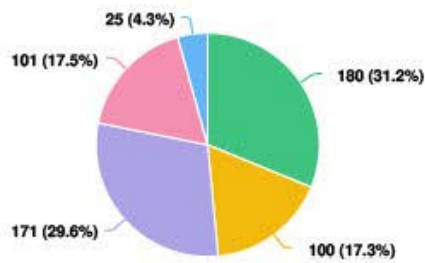








**Q3 How frequently did you or your family use or visit the Mercer Island Community and Events Center (MICEC)?**

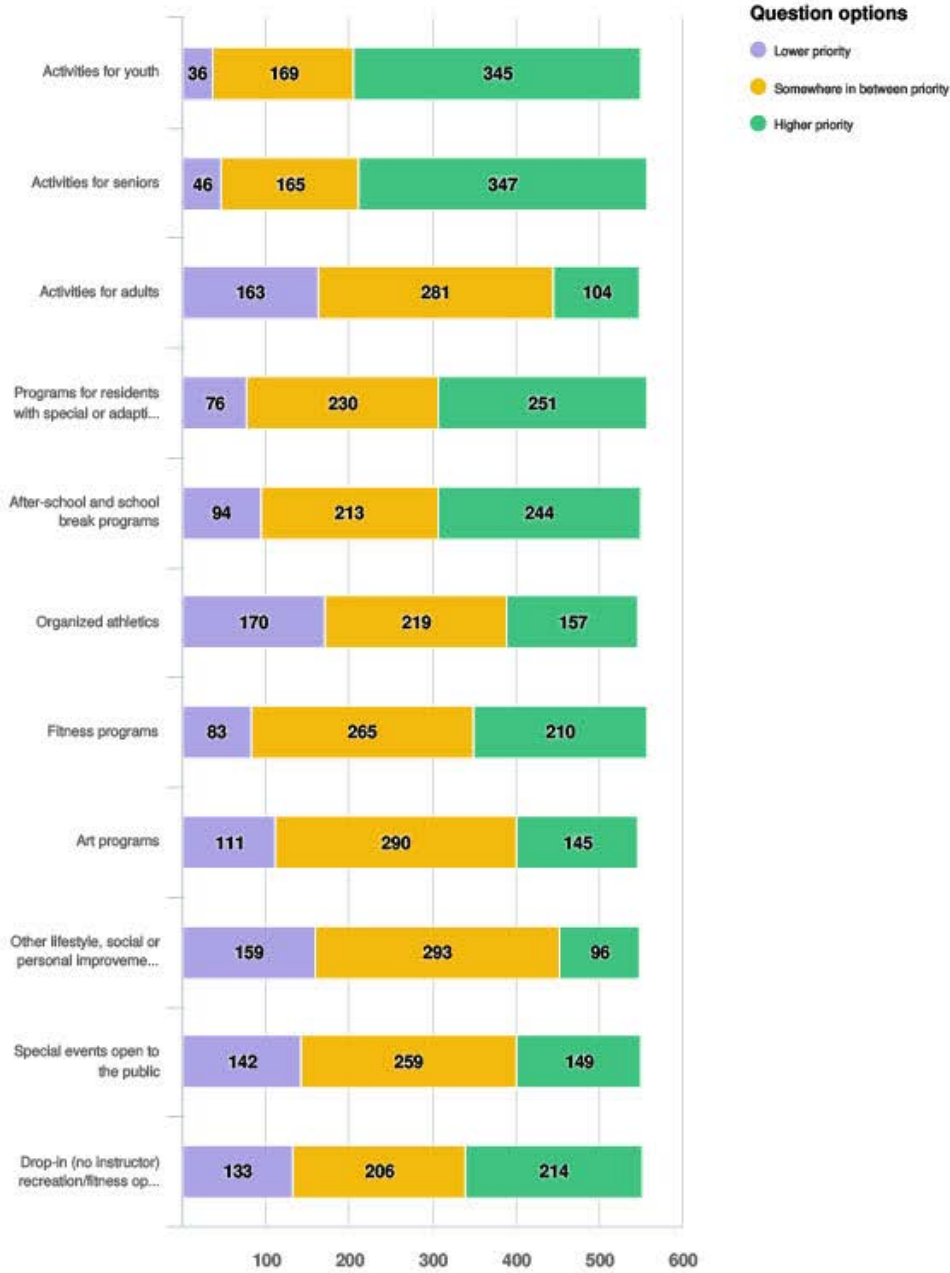


**Question options**

- Never
- Rarely (may have visited once or twice a year or every other year)
- Somewhat (attended an event, participated in a program, visited the art gallery, or went there for another reason a few times each year)
- Fairly frequently (at least once a month)
- Very frequently (often once a week)

Optional question (577 response(s), 3 skipped)  
Question type: Radio Button Question

**Q4** If the City were to prioritize providing space at the Mercer Island Community and Events Center (MICEC) for some types of public uses more than others, which of the following would you recommend it prioritize for the community:



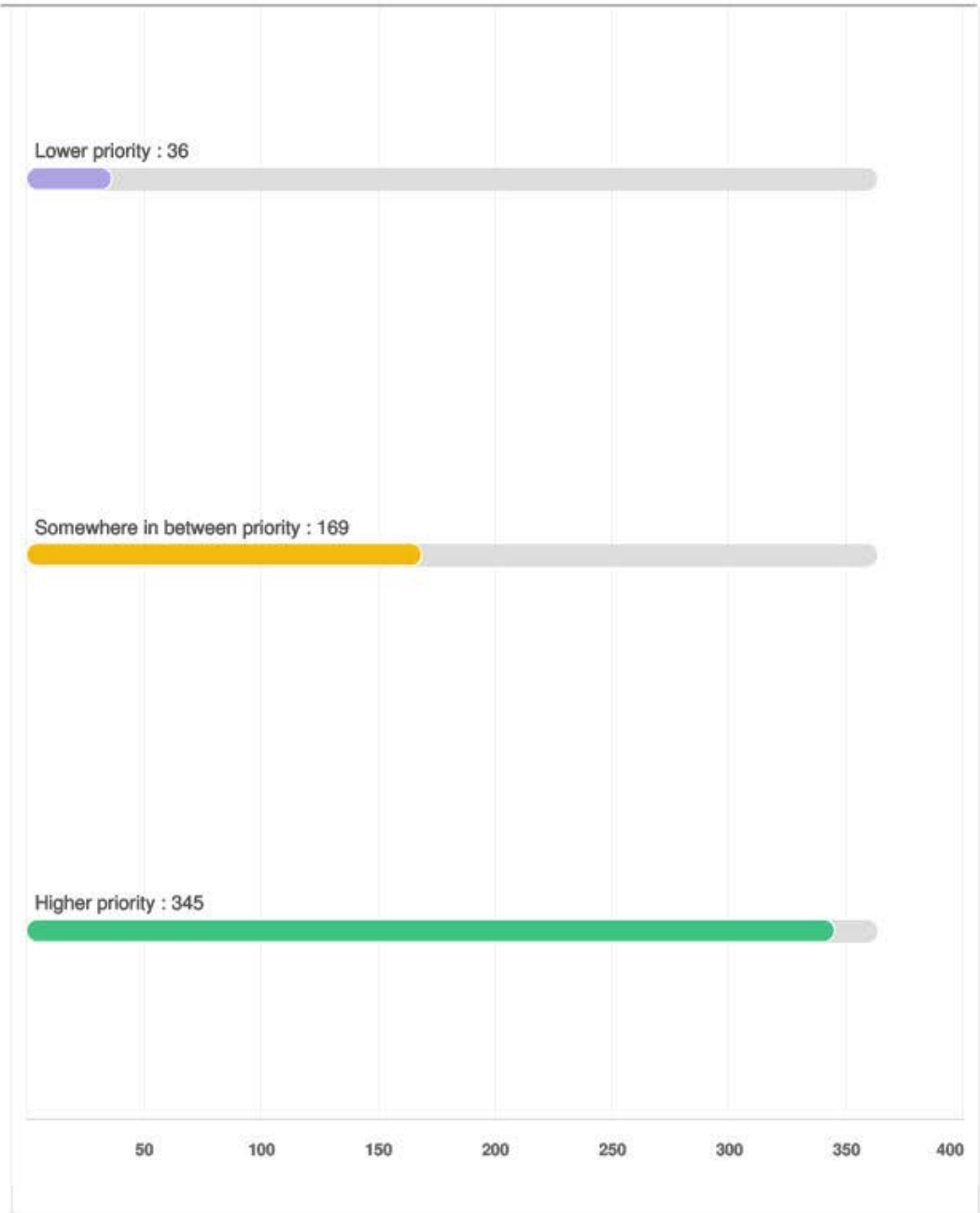
Optional question (573 response(s), 7 skipped)  
Question type: Likert Question

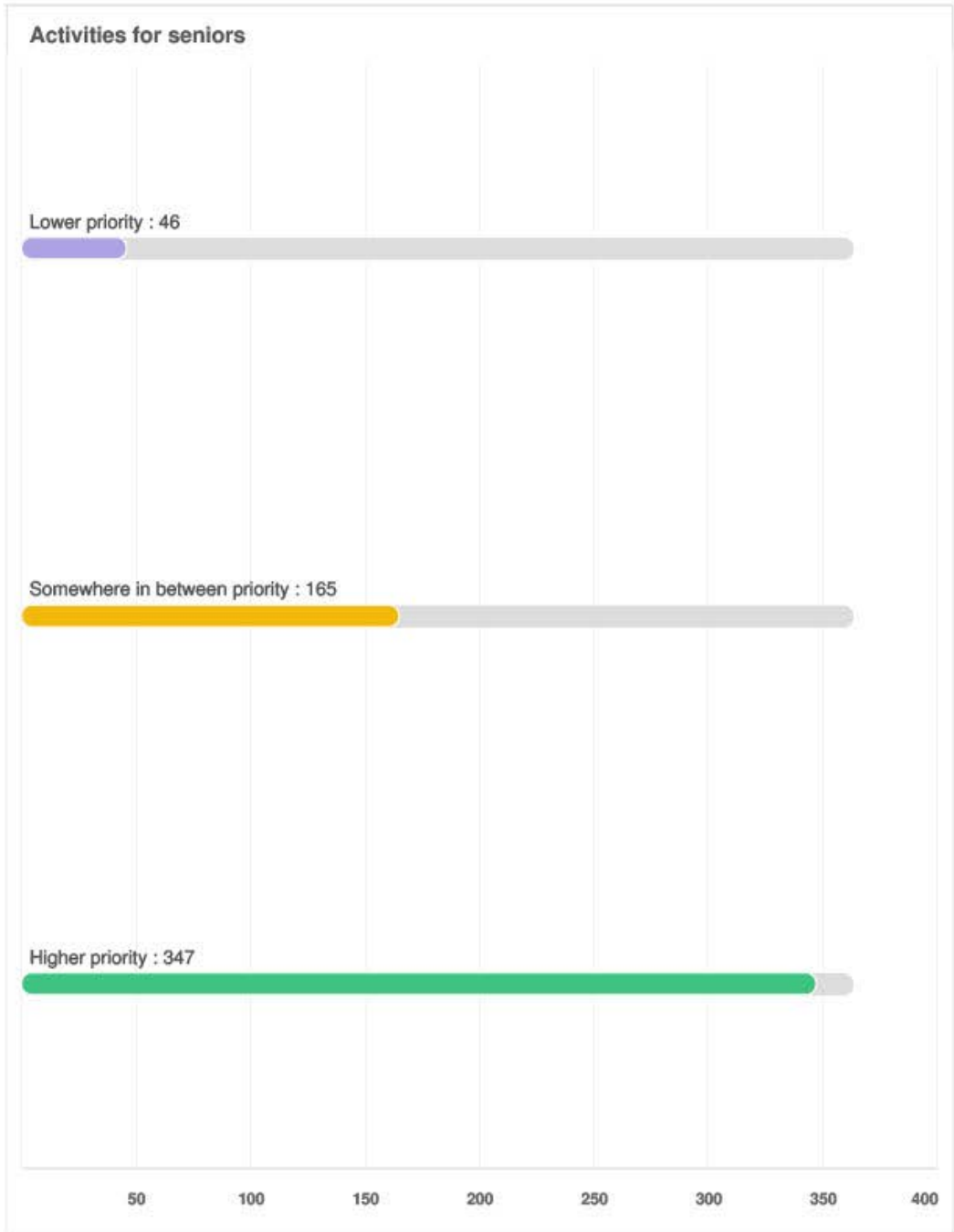


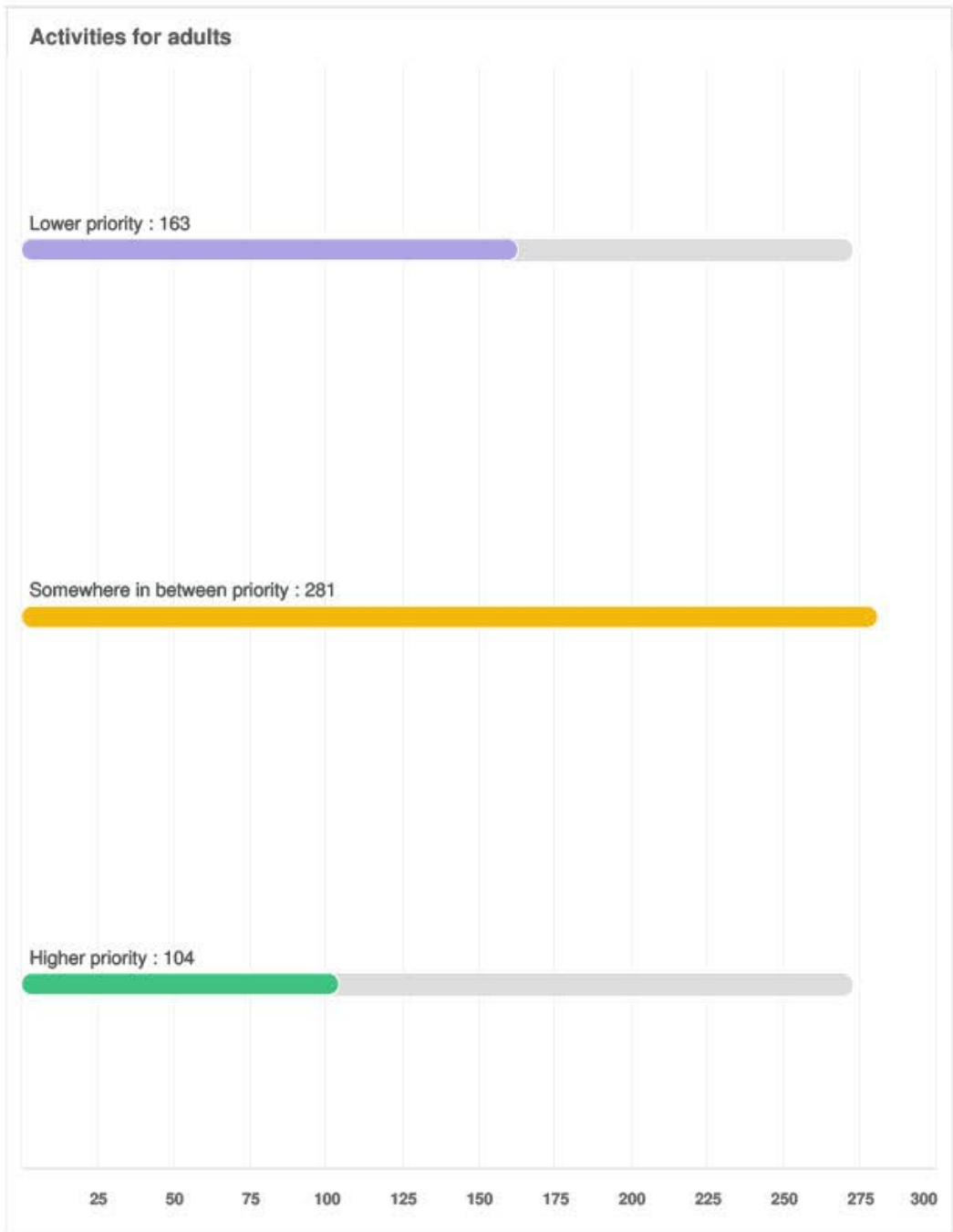
**Q4 | If the City were to prioritize providing space at the Mercer Island Community and Events Center (MICEC) for some types of public uses more than others, which of the following would you recommend it prioritize for the community:**

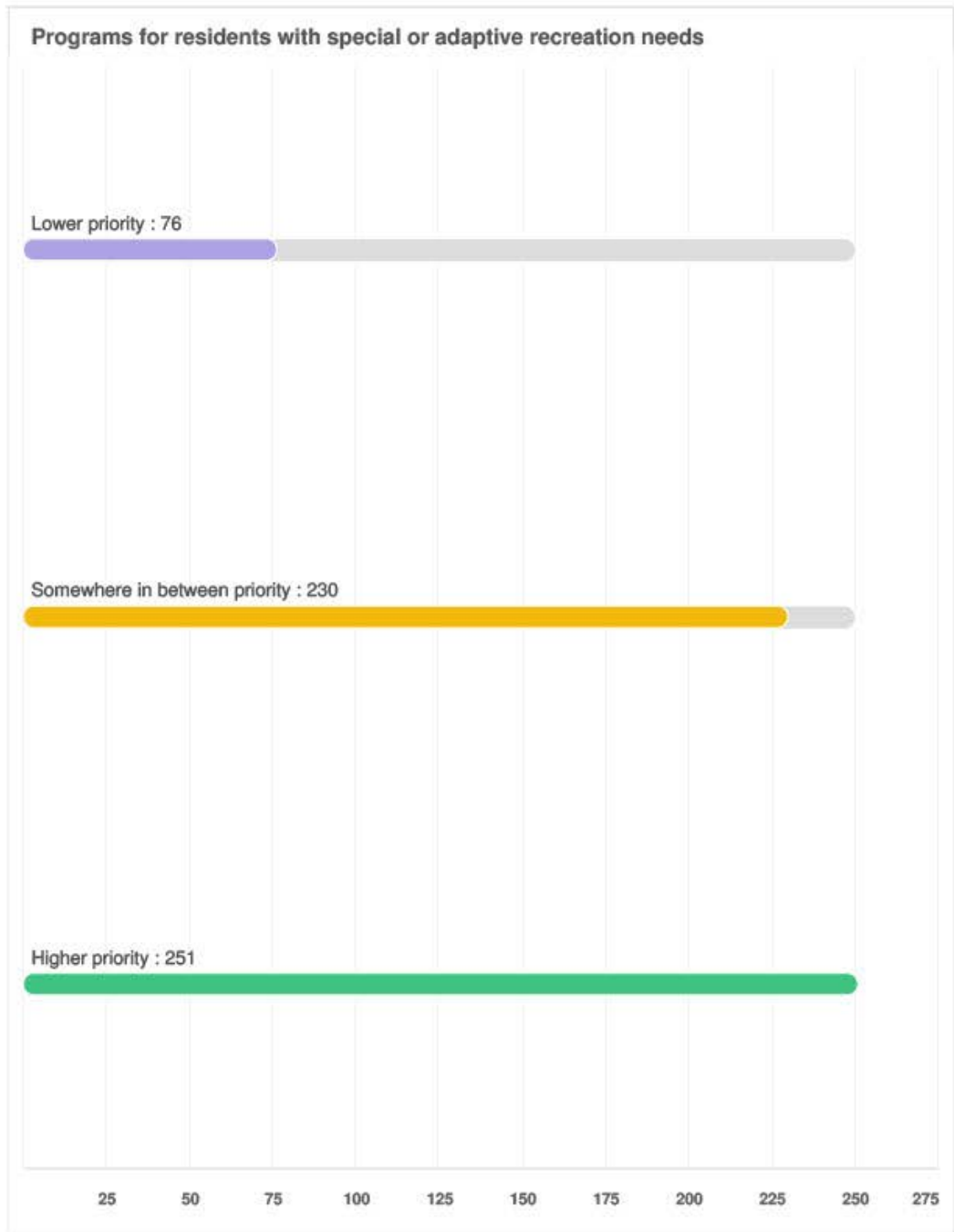
Activities for youth

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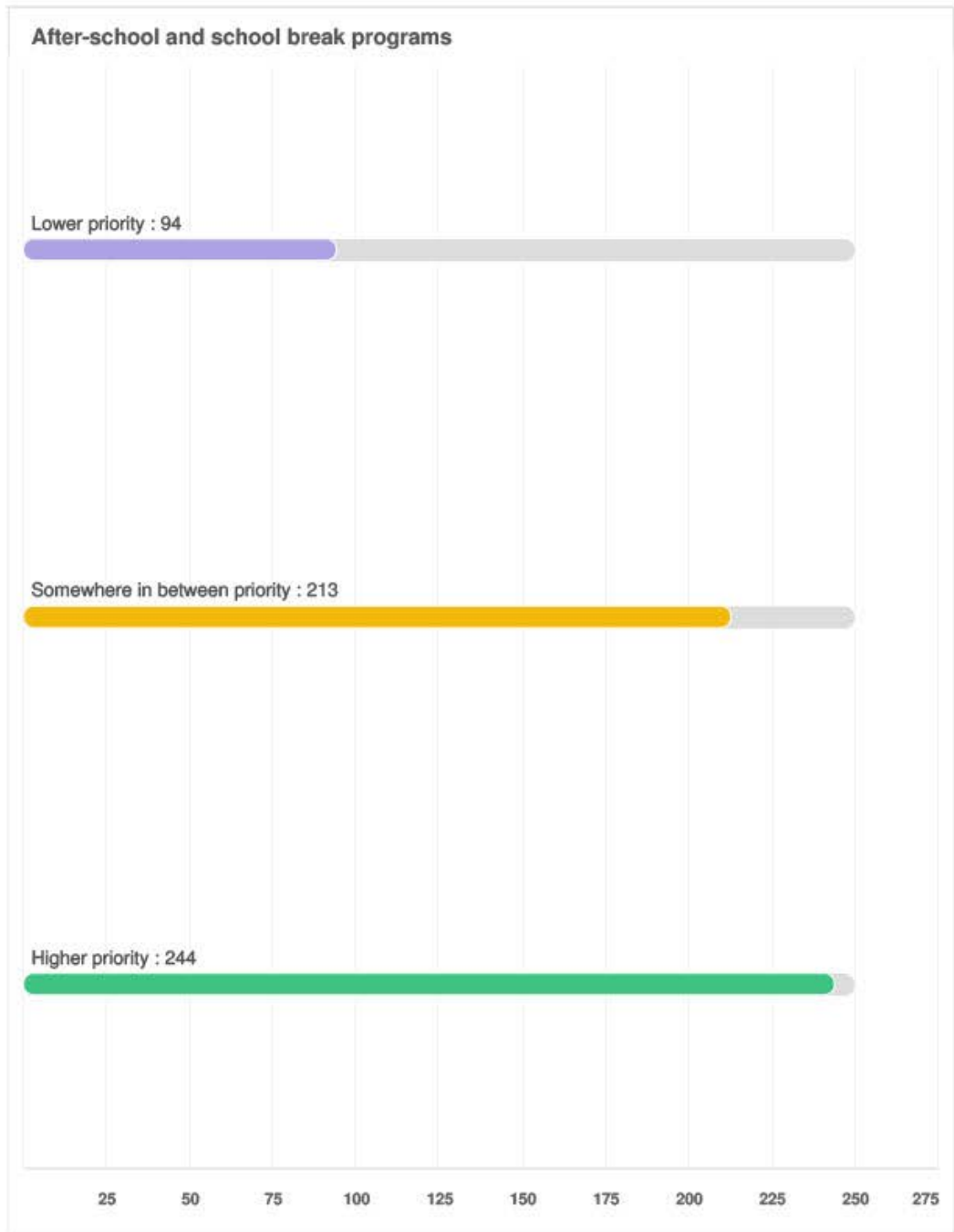


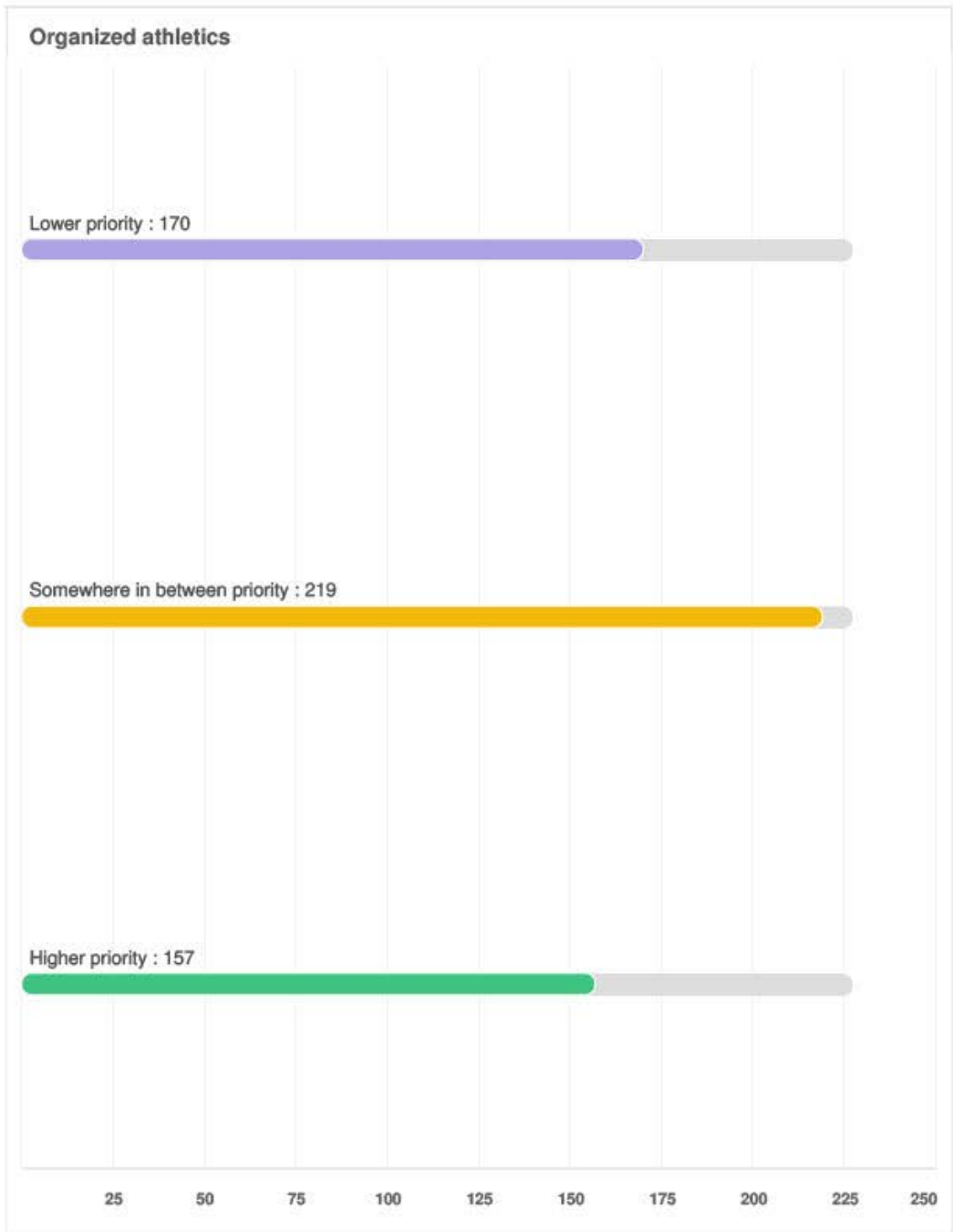


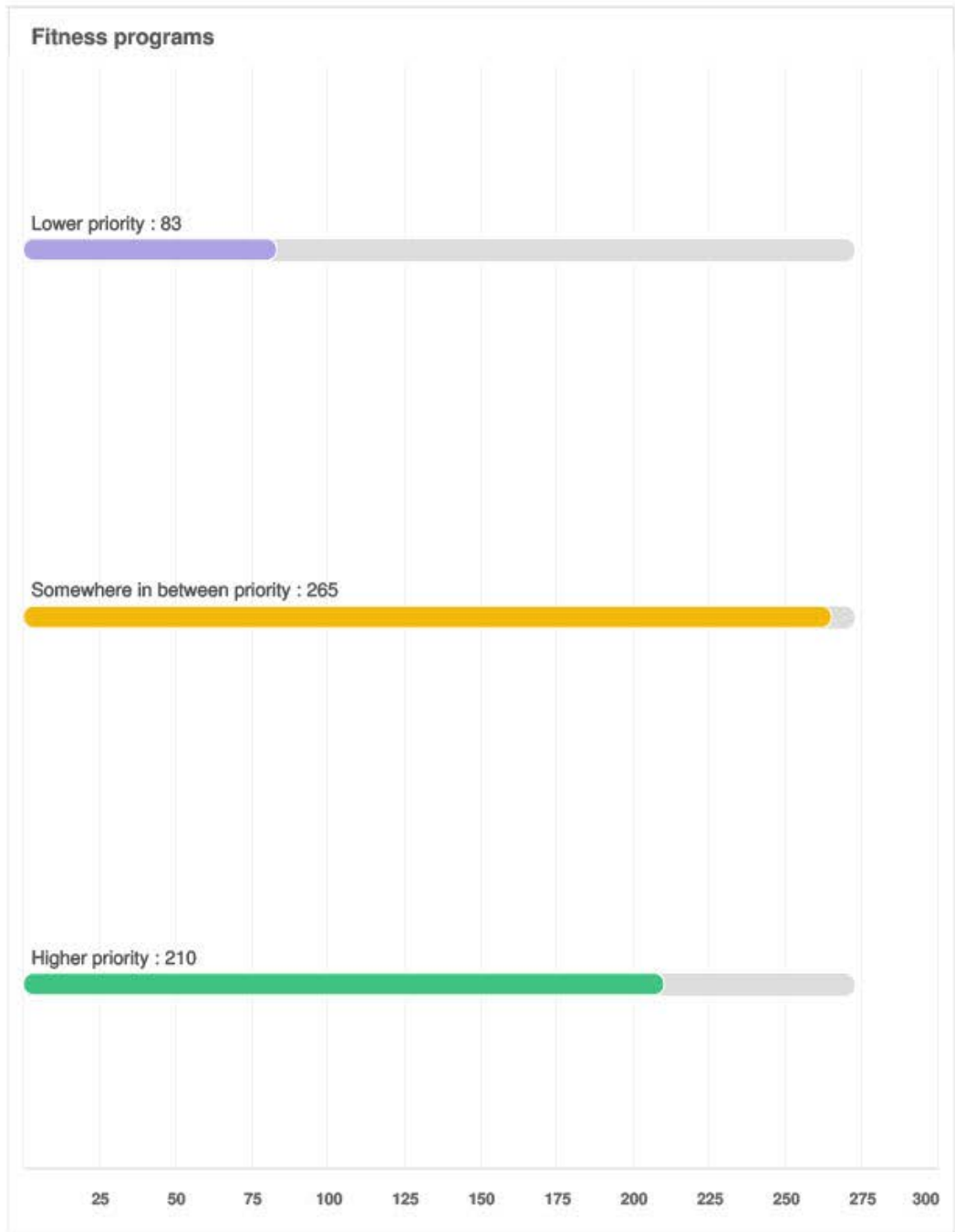


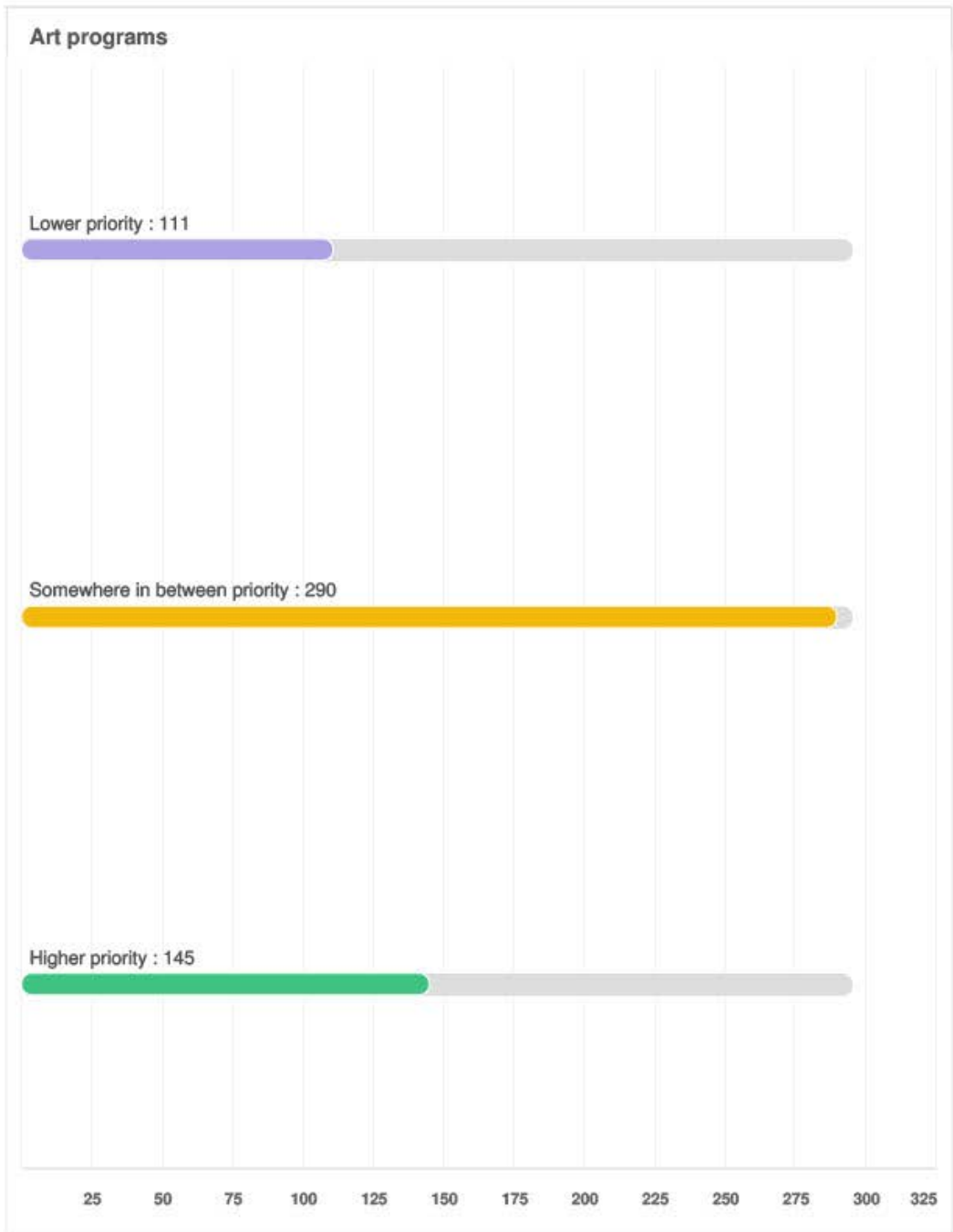


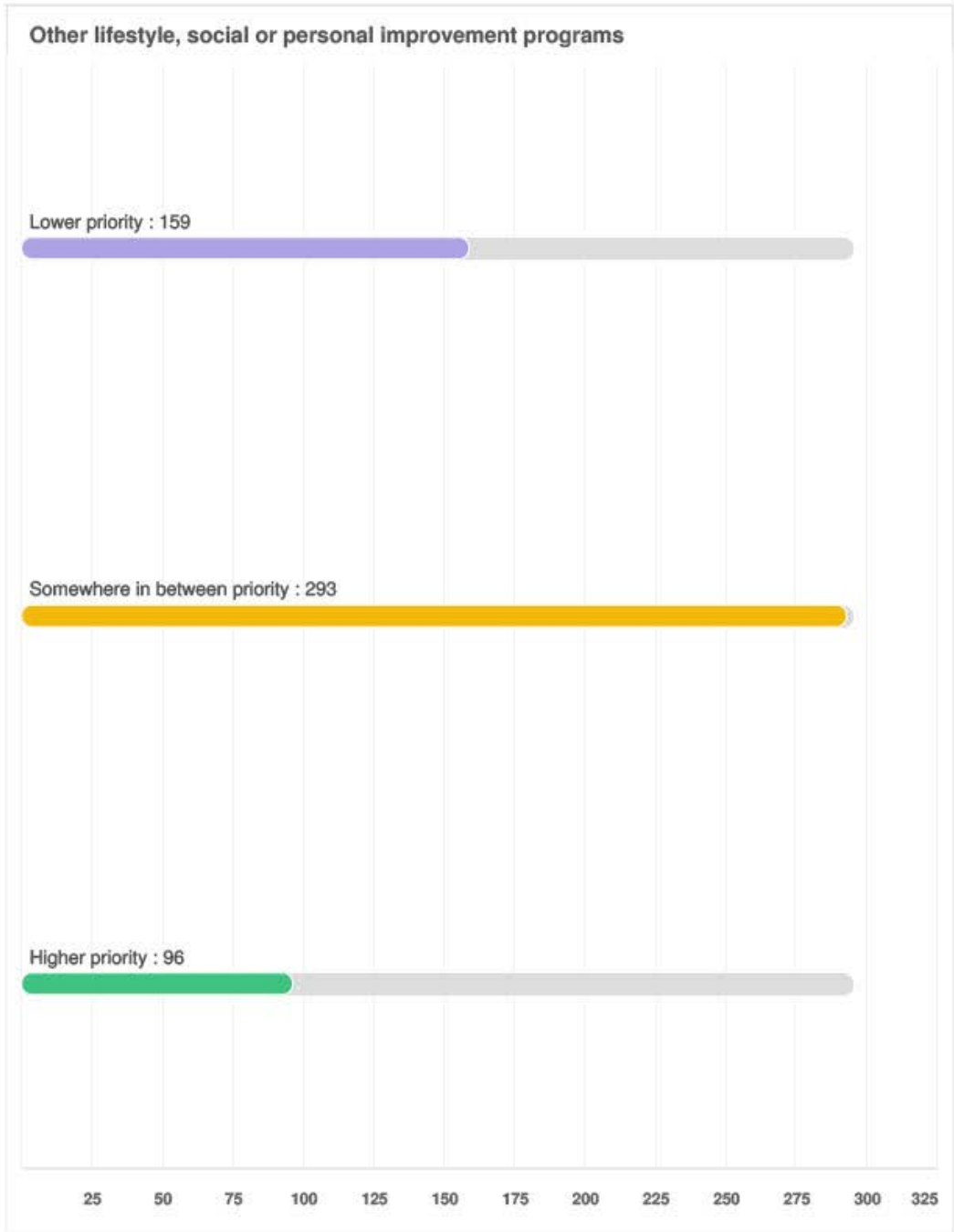


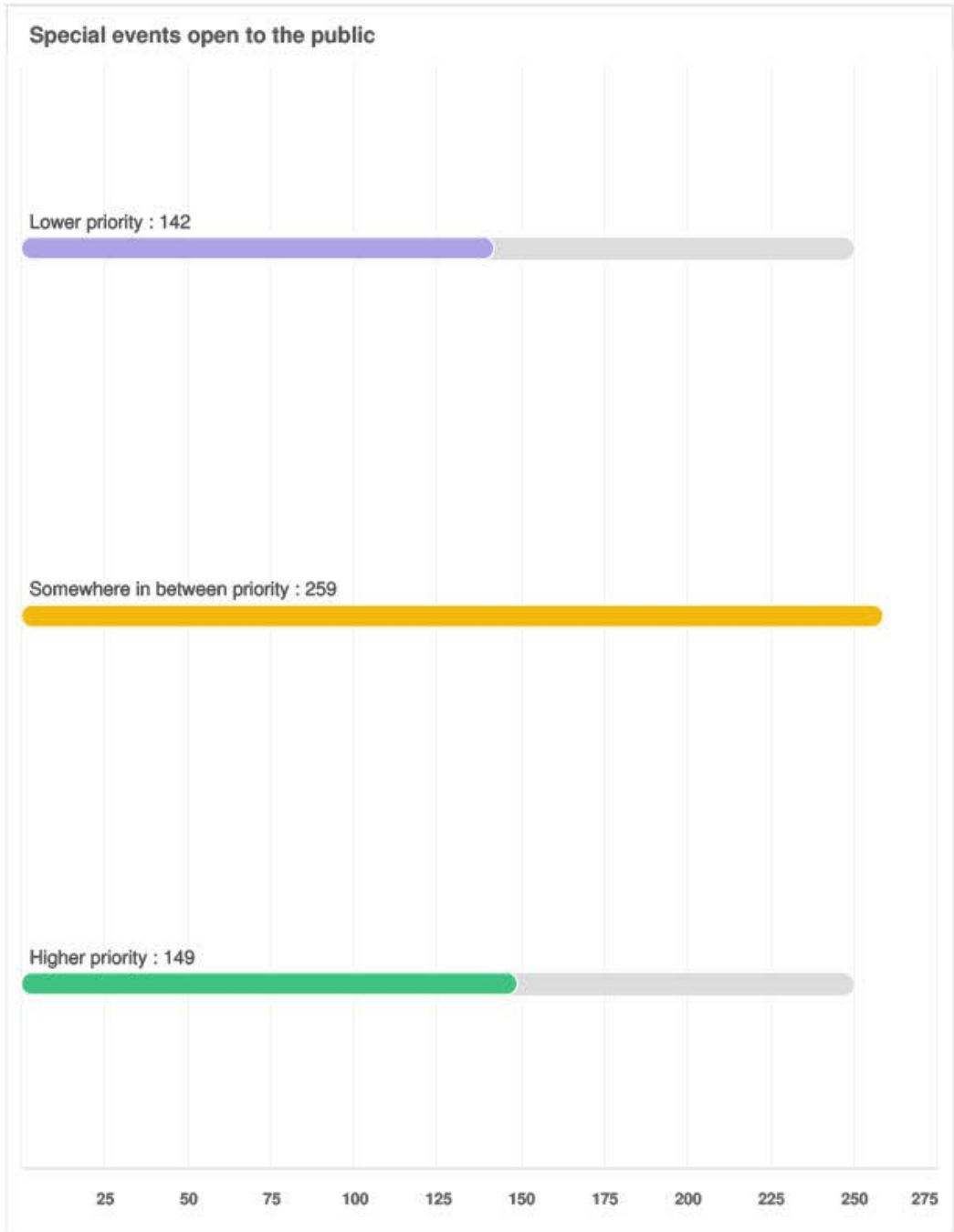


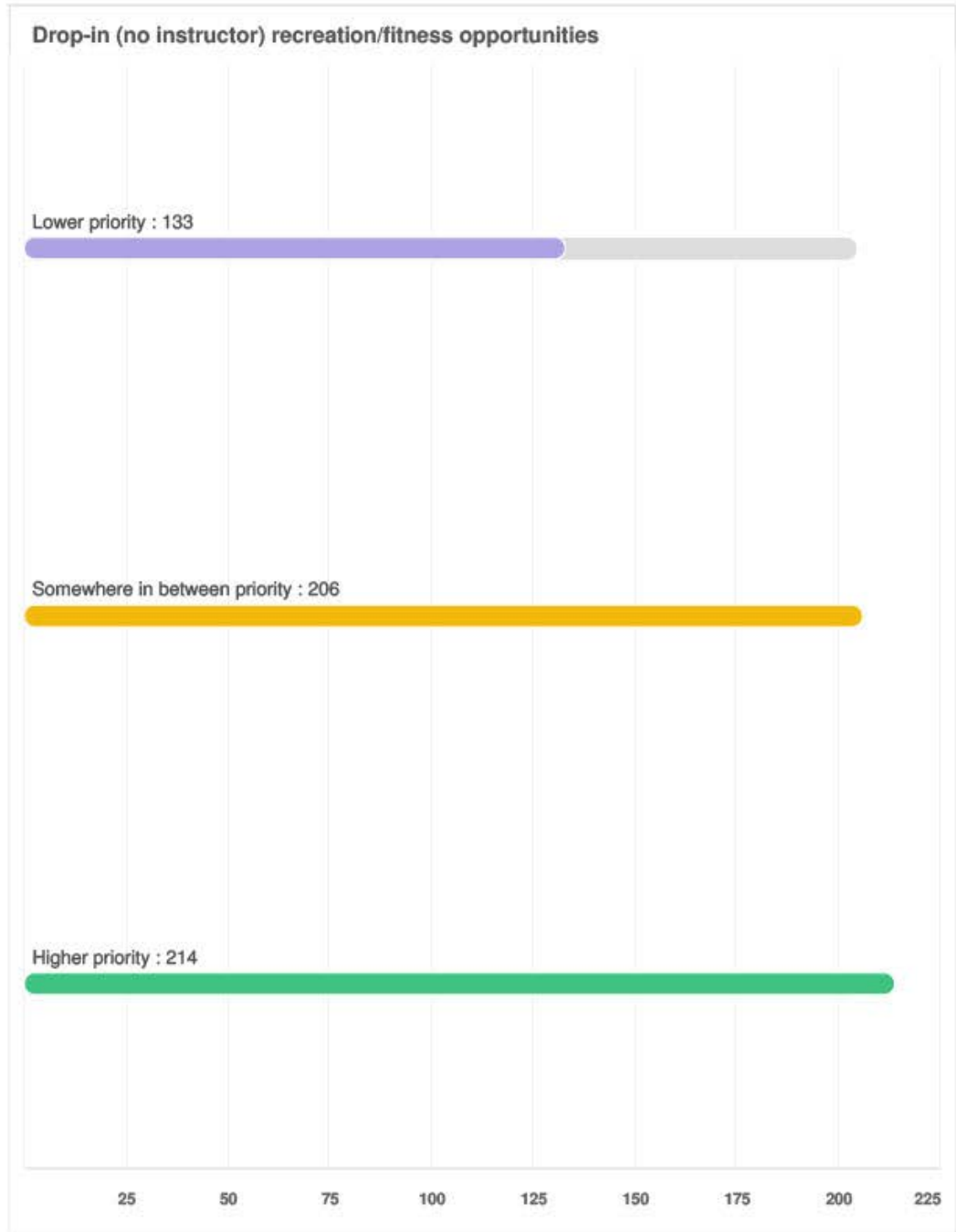












**Q5** Please share with us any other ideas, considerations or input you may have concerning the future delivery of recreation and Mercer Island Community and Events Center programs

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## and services.

ElizabethMH 1/11/2021 01:40 PM	No tax dollars. Financially self-sufficient. I will vote no on any tax increase for these optional programs.
Karen Schmucker 1/11/2021 02:00 PM	I and my husband taught a Japanese martial art (Naginata) once a week in the gym. Our students have been unable to practice since the facility closed and are very anxious to return. We have had several potential new students reach out to ask about beginning Naginata classes. We provide tuition assistance through our non-profit organization to those of our students who cannot afford the cost of the program. We also provide cultural education as part of our classes.
stensel 1/11/2021 04:29 PM	great place. ask for donations to help things.
no idea 1/11/2021 04:49 PM	Classes such as Osher, senior luncheons, and exercise programs.
long time resident 1/11/2021 04:57 PM	Open 6 or 7 days a week. We don't play pickle ball but notice there is a line most times.
Julie 1/11/2021 07:05 PM	Most valued part of the center - any activities or spaces for young kids, particularly indoors in winter
MIHSarea 1/11/2021 09:16 PM	please don't kick out Friendship Circle
HelenMeyer 1/12/2021 07:19 AM	No public funding - self support please.
Rachel 1/12/2021 11:53 AM	Please try to think about all the people that do NOT have kids. We need places where there is not just a focus on children but rather an inclusive environment where kids are welcome, but the focus is on community as a whole.
mchaudhry 1/13/2021 08:47 PM	Pay what you can memberships and sponsorship opportunities to offset the lack of tax dollar support. The MICEC is a vital, very important, beautiful component of the community, contributes to island residency, vitality and value and must be creatively revived
brian sloan 1/13/2021 08:55 PM	It would be great if there was more open gym time for basketball games. The work out equipment is also very nice and I have used the table area for working. I hope the table area is maintained as it was quite nice to work from occasionally.
Castanet	In general, I believe supporting the facility (eg maintenance, supplies, being



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1/13/2021 08:56 PM	open and available, etc) is the highest priority for the City. Programs, parties, and activities that use the facility should generally pay their own way (eg through participant fees, rental fees, etc).
Fran 1/13/2021 09:05 PM	Programs that can use volunteers are great! Make them attractive to volunteers! Lots of talent on the Island. People with passions will volunteer! Recruit volunteers.
Don't know 1/13/2021 09:05 PM	This island is majorly lacking youth activities right now. MIEC had wonderful youth programs all over the island, please make those a priority! And partner with everyone you can - Boy/Girl Scouts, B&GC, etc.
Karen G 1/13/2021 09:11 PM	I think it's good to provide classes that aren't readily available privately like pottery, mindfulness, arts, vocal groups and do this at a reduced rate for MI residents using tax dollars to subsidize. Also recreation fir seniors and fixed income. Plus affordable meeting space for m MI community based groups
Lloyd Gillman 1/13/2021 10:18 PM	Concepts: [and opinion] • Little or no cost to Islanders. • Activities that are a revenue source should be at lesser cost to. Islanders. • Revenue generating activities should not overly burden Islanders parking. • First-Aid, Retirement/Investing, travel, club (fishing, book discussion, photography) – kind of meetings should be free if sponsored by an Island group, • Current use for Rotary, YFS, Gallery is laudable. • Am less enthusiastic for pool table, piano, or court use, but see value • Solemates and Trailmates are "signature" features of the Center and the Island to a wide range of Islanders as well as off-island participants. • Under- privilege or under-served is a "dumb-down" and exclusionary. Hard to identify groups. Too easy to be a reputation builder for the leader. Alzheimers OK. Auto Club Drivers Ed OK. Regional/National concepts (housing, transit, history)OK. Don't know or opine about day-care/school. • Theatre is great: Shakespear, HMS Pinefore, Military Band, Sommer Stock, why not. Expand the concept and venue, could give Leavenworth a run for their money - here with bag lunches a la Laguna's Festival. If we had an TC Hotel. Lloyd Gilman
Kirk 1/13/2021 10:35 PM	Pickle ball is fun. But the charge is so low for off islanders that they overwhelm the courts. And actually discouraged me when I first came. The cost for off islanders should be Increased.
M 1/14/2021 04:40 AM	I have a home on the East Coast, in a rural town. The rec. department is able to offer more for lower cost to residents.
Jay Lee 1/14/2021 06:36 AM	Don't diverge from the City's core purpose and don't compete with local town center businesses.
ESGrad 1/14/2021 07:12 AM	I loved our recreation program. Willing to pay taxes for staff instead of highly paid Adm staff in Cirt Hall- too many with too high benefits. DINT CTE RECREAYION AND COMMUNITY EVENTS
Kim F 1/14/2021 08:50 AM	I am an avid user of the Jazzercise program. Without it, I have been struggling both mentally and physically. I am the only one in my family of four

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

	that used MICEC every week. My youth had so many other opportunities around the Island that the community center options were not even considered.
Julie Keeler 1/14/2021 09:48 AM	Unless you start to offer more programs for youth, you will lose all of those revenue opportunities to the boys & girls club.
Leanne 1/14/2021 10:18 AM	We love the open-gym for small kids! Can't wait until we get to do that again.
Sue 1/14/2021 12:39 PM	Our family participates in and highly values the pea patch. From our perspective, we would love to see it continue and we think it would be fair for users to pay a higher annual fee, share in the cost of water, maintenance, etc.
jm 1/14/2021 01:02 PM	This survey is confusing in that it doesn't make clear whether you are talking about allocating ADDITIONAL funding (which will require new revenue sources) or the same funding. It makes a difference. I filled it out on the assumption that this is based on allocating the same (or less) funding and that the City is trying to establish how to prioritize. Another problem is that the structure exists (a lot of public funding went into building it) and there is a difference between opening the structure and thereby making available the facilities within and providing things that may require additional funding because of the need to hire or allocate staff. No questions were clearly asked about that. Having the actual building open for more hours provides a greater service to the overall community than any individual program. If money is tight, perhaps you could allow private individuals to run community programs that are subsidized by fees, so as to reduce the fiscal impact of the City needing to hire content providers. Another thing that would make the facility more user friendly would be to allow food trucks into the parking lot. Perhaps a coffee truck? Or allow various food trucks (that offer different food than what is in the Town Center, i.e. NO pizza) on a rotating basis. The food trucks could pay a fee to offset the additional garbage that would be generated. Please do not forget that the main purpose of the community center is that it is to be a gathering place for the community. It should be a warm place in the winter and a cool place when the temperatures get dangerously hot. I didn't go to the old center, but long-time residents had told me how it wasn't fancy, but it was functional. People went there to visit and hang out. I like that before the closure the new place offered coffee for the early risers, but refreshments in the late afternoon would be nice too (hence my suggestion of allowing a coffee truck to be in the parking lot).
Amol 1/14/2021 01:36 PM	Just keep the program meant for kids summer camp and after hour care. Rest all should be paid by the participants of that activity.
heatherring74 1/14/2021 01:36 PM	People need to move more and movement is more motivating in a group. Especially when the weather is bad, the MICEC provides indoor facilities for group movement classes and recreation for all ages.

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

CR 1/14/2021 01:42 PM	Coordinate with other local, public and private, venues and deliverables for efficiency. ie: don't offer the same program as the boys and girls club, athletic clubs, senior centers or JCC. Collaborate.
Melissa 1/14/2021 01:43 PM	Mercer Island has a very active B&G Club. Any activities/programs/events should be coordinated to not duplicate efforts already available to residents.
Angelo 1/14/2021 01:44 PM	It would be nice if a household could rent out court space for pick up basketball. Have not been able to shoot around in months indoors
K 1/14/2021 01:47 PM	We love indoor playground and the family events. Thank you!
Erin 1/14/2021 01:47 PM	Youth summer programs are invaluable to working parents.
Don't know what this is 1/14/2021 01:48 PM	Reduce rental costs for Mercer Island clubs/organizations. One reason we rarely use MICEC is the high cost to use what is supposed to be a facility for Mercer Island residents. Improve publicity about programs and costs at MICEC.
Morgan 1/14/2021 01:49 PM	Keep and, if possible, expand any activity that generates revenue. Keep the drop-in fitness center service, because I use that the most!
Mo Ng 1/14/2021 01:50 PM	Loved the Caspar baby pants concert, toddler open gym with mats, Ms. Nancy story time and songs, earth day celebration.
Judith 1/14/2021 01:51 PM	All of the programs and events mentioned are important to the community. I would like to see more programs for fitness and the arts rather than less.
MeganR 1/14/2021 01:56 PM	I don't really have an opinion for #4 as the needs of the different age groups are so diverse. We are a very youth focused community and I use the MICEC for kids activities primarily. I would like to use it for fitness, but the hours are too restrictive. I think past use data is better to see which age groups actually utilized the community center. If adults or seniors used it infrequently then I would put these activities at a lower priority. As a survey researcher I am keenly aware that needs assessments have only limited practical use - what people say they will do and need doesn't often translate into actually future behavior. Personally, I have only used the community center for summer camps due to the affordability of the city camps as compared to the BGC or JCC (which I can't afford). My teen also attends the cheer camp in the evenings. However, I don't believe that many MI resident registered for the cheer camps.
Daniel Thompson 1/14/2021 02:00 PM	I think this survey is a good concept although I worry the survey is pretty wonkish. I think like the Thrift Store the MICEC is not very efficient, but is a community asset. I felt the reduction in services after the defeat of Prop. 1 was partly political. Citizens like efficiency in the abstract more than in reality,

but like to be told the city is working on efficiency. My wife used the aerobics program weekly and my son used to like to use the work out facilities. I would like to see Mercer Island renew the parks levy and increase it and return to a full service city rather than looking for endless cuts. I worry this survey will appeal more to fiscal conservatives and tax opponents the way it is phrased, so I would keep that in mind when the results are tallied. Not unlike the survey for Luther Burbank that received 131 total submissions despite such a sensitive subject (and you know more than 131 on and off Island citizens are interested in that issue, but are in the middle of a pandemic and don't like or use Let's Talk). I would be careful about questions that sound like they favor special interests or "vulnerable" or "equity" groups over the bread and butter: seniors and kids. Selling renewal of the parks levy, and increasing it, has everything to do with parks, and not recreation. No one is opposed to recreation, but bad parks policy will doom the levy renewal. Get the parks right and the citizens will fund recreation, which really is not a true partner with recreation. In the past the best policy was do nothing with the parks unless absolutely necessary -- any change to parks, even necessary change, is controversial in part based on a past pretty tone deaf parks dept. -- and fully fund recreational activities. It is a chicken and egg with recreation: if citizens don't see a lot of recreational activities they won't fund them, or pass a levy. Pretty much the opposite of the parks. The citizens should support the more expensive remodel of Luther Burbank, and some of the projects in the Aubrey Davis Master Plan that unfortunately has alternatives for every policy, some good and some bad. The reality is we have a plurality of council members who still don't see parks and trees like the citizens do, and think the citizens are hysterical when it comes to both. Hysteria is not a good emotion to sell a levy. If the point of this survey is renew the parks levy and increase it or recreation will decline 80% it is marginally successful because the city will receive so few responses. Who is going to respond yes, cut recreation to the bone. With parks -- especially during a pandemic -- city staff and the council have to rely on intuition and the seat of their pants on policy because citizens are busy or distracted, and always wait until the end to get involved. Like I tell the council it is their job to sell a levy. Time runs out in 2023. Staff -- especially our new and astute city manager -- just has to make sure some on the council don't do stupid things that doom a levy. The fact the city has to propose this survey tells me the council is not doing its job. As I have said a hundred times, if the choice is policy or levy money take the levy money every time. That means when dealing with Mercedale Park, Pioneer Park, Luther Burbank Park or Aubrey Davis Park, and the PROS plan, act as carefully as if you were defusing a bomb.

Monica

1/14/2021 02:09 PM

Before the shutdown, I found myself taking a variety of evening classes with a mixed age & gender group a few times a week. What a great community resource. I also attended several meetings with different organizations and several community events every year. Open up MICEC!

Sturoy

Prioritize programs geared specifically for residents and adjust fee schedule

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1/14/2021 02:14 PM	based upon income level of participants
Carolyn 1/14/2021 02:15 PM	The community center should serve as a point of culture, connection, and support for members of the MI community. Priority should be given to seniors and youth but should target programs and activities that are not readily available elsewhere on the island. There are SO many exercise facilities on MI that general adult fitness is not a good use of the facility but special programs for seniors like the memory program and fitness activities designed for children or those with special needs are. The center is a terrific venue for rental for events which is likely necessary for maintaining the budget but use should be prioritized for MI programs and families since there are very few general spaces available for an event. Rather than relying on taxpayer dollars, programs should have a fee and then scholarships can be offered for those in need rather than free for those that are willing and able to pay. Large events like the Rotary run etc are a good use as they combine all of these things into one. The community center is a great space and efforts should be made to expand use but keep it financially viable.
Frederick 1/14/2021 02:18 PM	I enjoyed ONE special event in 2020...before COVID-19 shut those programs down. And I used to enjoy the twice-weekly Bridge games. Both were good socialization opportunities for seniors.
Tsranta 1/14/2021 02:18 PM	Consider sliding scale for youth camps etc where families could pay a higher price
George Richter 1/14/2021 02:21 PM	I would like to see a Pumptrack built in one of the parks in our community I think a Pumptrack would be useful and would help the children and teenagers of our community get outside and enjoy the fresh air and riding their bikes in a safe controlled environment please call or text me if you need any more information 2063101422 George Richter
Joan Voorhees 1/14/2021 02:22 PM	Raise Fees for Programs
nielsen 1/14/2021 02:23 PM	Give more reasons to engage - more sign up programs, people will pay. For example - Volleyball leagues - right now its just a couple of teams always playing, but you can do teams of two, 4. Co-ed, mens, womans. They could play other community centers. They could have a ladder where it takes little management of yourselves. Same with pickle ball, same with pool, or other activities. Could be a place where they schedule to come in and play. Perhaps even for chess, or scrabble. Less reliance on tax payer dollars - more individual. Then having classes as you noted - for safety, for community, seniors. And for fitness classes - get a bit more more sophisticated. The room downstairs is soo hot. Of course... after covid :)
Jan Z 1/14/2021 02:23 PM	Luckily, our youth have ample programs independent of MICEC from organized sports, MIPA, all the pre-schools, public, and private schools on the island, the JCC, and of course the Boys and Girls Club. This is also the case for the traditionally underserved populations who receive care and

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	attention from MIYFS among other places. Therefore, I think the critical areas are activities for adults (including seniors) and those with special or adaptive recreation needs.
Larry 1/14/2021 02:28 PM	focus on outside groups renting the facility for their use- great source of revenue for an underused facility.
Nancy 1/14/2021 02:31 PM	Offering subsidized programs for seniors, disabled & special needs populations is most important. Program fees can be charged for other offerings.
Jessica M 1/14/2021 02:47 PM	Please continue to host Jazzercise!
Walter 1/14/2021 02:48 PM	The major question seems to be how to complement the B&G Club offerings. Meaning B&G Club offers youth and sports programs - so MICEC complement with adult/senior/lifestyle offerings.
Tsoeprono 1/14/2021 02:51 PM	Services should have higher availability during the winter months when indoor activities are more needed. More activities for babies and young children please!
Tsoeprono 1/14/2021 02:55 PM	Make the facility and services more available during the winter months for a place to get out of the rain. More programs and services for young kids.
Ben Chew 1/14/2021 02:57 PM	User based programs & funding that offer MI residents a discount should be the priority.
what is a screen name?? 1/14/2021 02:58 PM	I dearly miss a yoga class.
Denise M. 1/14/2021 02:58 PM	More pickleball please!!!
Nick 1/14/2021 03:02 PM	we are new to the island and due to covid we barely used the MICEC. However we love the facility and would use it more post covid.
Stan 1/14/2021 03:03 PM	Part of new staff should be capable sales people able both to imagine/create, and to generate backing for community or organization programs that bring in money. The facility is handsome and functional and can generate more revenue if aggressively offered and supported. Are operations at Luther as integrated as possible? Office, tennis, docks, gym, meeting rooms all seem to offer greater potential if marketed and sold as integrated complex/activities. Because the gym, weight room, and surrounding grounds are so well suited I strongly hope active athletic programs for all ages, and for multiple fee-paying off-island groups will also be prioritized. I can imagine that post-Covid period will present great demand for active indoor and outdoor programs, tournaments, exhibitions and events from people whose

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	focus on.
RNord 1/14/2021 04:31 PM	This survey was very difficult to understand. I had trouble figuring out what you were asking.
Mikee 1/14/2021 04:35 PM	I think each community needs a center like this for several reasons. I don't live in Mercer Island and still think the center is most important to the city citizens. I'd be willing to pay more as an outsider to support the organized sports like i've attended to allow tax money to more directly benefit MI citizens.
Don't have one 1/14/2021 04:39 PM	The golf program for seniors was a good program that provided both social and exercise opportunities. There are very few programs that that provide active activities for our aging population, this is a good one. The only problem was the program was suppose to provide transportation, which seldom happened during the last couple of years, resulting in most new members dropping out after a few visit to the Community Center and finding out there was no transportation available. Older program participants would pair up at home a drive directly to the designated course. The center should assign a program leader that can drive and conduct other community work via their cell phone and/or with a laptop at the course while waiting for the participants to play a round of golf. They had a student that did this for a short time but this was just a program expense that a community center employee could just as easily do. Much like working from home, which will become more of a normal in the future.
don't know what you mean 1/14/2021 04:47 PM	I especially enjoyed the OSHER Lifelong learning programs, as well as the art exhibits.
Diana Maylett 1/14/2021 04:52 PM	Please continue Bob Sundstrom's birding field trips. They are fun, educational, and spectabular for seniors and younger people.
Christine 1/14/2021 05:00 PM	I went to community center everyday. Please reopen soon.
Julie 1/14/2021 05:02 PM	Consider programs where instructors are not paid but can use facilities at little/no cost. Program idea/feedback box - residents drop off suggestions for programs/classes, give feedback on current programs/classes/instructors, these can vary over time.
Craig Pedersen 1/14/2021 05:07 PM	This is an amazing facility that should be used to engage the community with programming as well as generate operating revenue. There needs to be programs for all on the island.
Wendylharrison 1/14/2021 05:13 PM	Focus on rental space for \$\$ and looking after youth and senior citizens
Evin 1/14/2021 05:27 PM	I had to keep in mind that we have to give up some things. Maybe a big chart with all the existing activities so we could look at the trade offs. Feel

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	free to contact me if you want more input. The center is very important for the community.
J. Moore 1/14/2021 06:08 PM	We have enjoyed the community center many times as a family. We use the fitness room, open gym for basketball, we've taken art classes and fitness lessons for adults and kids. It's been great to have a beautiful facility to use in our neighborhood. I hope some programs can resume even at a reduced level.
David Bunker 1/14/2021 06:23 PM	Do not compete with providers, but fill gaps and offer new services.
Heather 1/14/2021 06:23 PM	We haven't been able to enjoy the MICEC yet because we've only just moved to the island during the pandemic, but I look forward to visiting once this is over! Some events I've really enjoyed at past community centers are craft fairs, summer concerts, theater in the round (I noticed there's an amphitheater in Luther Burbank!), etc. Also, I think that given the fair number of children on the island, events and classes for parents to meet each other and form support groups would be fantastic. I would also be thrilled to see language learning/speaking groups, art and fitness classes for kids, and special programs for underserved populations (low income, disabled, LGBTQ, people of color, etc) I understand none of this is cheap, and would be happy to pay more in taxes to support a more cohesive community- as long as it being done in a way that prioritizes safety and inclusiveness.
Allison 1/14/2021 06:33 PM	Having gone entirely to online signups means that I never think about the MICEC and therefore don't even consider attending any of the programs there. Although there is a cost associated with sending out the fliers, I will probably never go to a program there if I don't see a direct mail piece from you.
Adam F 1/14/2021 06:33 PM	Raise prices of organized group activities and rentals to cover the difference. Show the city how important ALL of your operations are.
Carrie 1/14/2021 06:55 PM	Not in this order: 1. HIGHLY recommend going back to the name MICEC - too wordy adding events. People know you can have events at a Community Center. 2. There was once talk about opening the MICEC to teens Friday &/or Saturday evenings/nights (or other times). This was discussed at several MIYFS board meetings. There would be some structured activities and some non-structured activities. E.g. craft room, movies, karaoke, basketball, have a popcorn machine, ... Especially in the winter, there are very few places for teens to hang out. 3. Not sure how the Mary Wayte pool is doing, but if it needs to be decommissioned, I think the new site should be at the MICEC site. 4. The MICEC could use a cafe (or coffee cart: inside or roll it outside to the entry). It would also attract those using Luther Burbank. 5. Not sure what's up with MICA, that was supposed to go up at Tullys, but I think a better location would be to have it connected to MICEC. I have a document that explains why in detail if you want to see. Thanks, Carrie Wernick Carrie@WernickNewman.com



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Ann 1/14/2021 07:49 PM	PICKLEBALL- Seniors
natashadgarcia 1/14/2021 08:43 PM	I'd love to see outdoor kids classes (dance, ballet, gymnastics and/or art) available this summer in either weekly classes or summer camp week-long options.
Fan of Parks 1/14/2021 09:03 PM	Difficult choices indeed.
KPC 1/14/2021 09:05 PM	With budget cuts and revenue shortfalls looming from the pandemic stop with the frills and fluff. Get back to basics and cut expenses!!!
bethklein@outlook.com 1/14/2021 09:14 PM	I'm not entirely clear on what some of the value propositions are here, "quality of life partners" for example... Also, for #4, I don't know what the benchmark is in order to gauge priority.
HavaneseofMI 1/14/2021 09:38 PM	The PEAK should focus more on kids' after-school and summer programs, allowing MICEC to fill the need for programs serving seniors, those with special needs, and physical activities for adults such as pickleball, martial arts, jazzercise, etc. I am not a senior citizen, but I have seen the seniors really enjoy some of the programs.
No name 1/14/2021 09:58 PM	I'd like to see the community of Mercer Island benefit the most instead of off-Islanders being served by our tax dollars. The recycle paper project is a perfect example of how Islanders had to compete with off-Islanders driving in our line from other communities to dispose of their paper products while we Islanders were waiting but turned away hoping to get in next time. UNFAIR PRACTICES!
AnneC 1/14/2021 10:51 PM	My kids are very excited to get back to basketball and cheerleading at MICEC. I hope you're able to reopen soon!
LJB 1/14/2021 11:53 PM	Dance lessons for adults.
Mark D 1/15/2021 12:08 AM	As a vendor, I would not object to paying a percentage of sales back to the city for participating in events - but don't over charge, otherwise we have to charge too much for our products, and people think we are ripping them off. (10%-15%). And it would be nice to be involved in MORE events. Win-win-win - more income for my employees, more income for city, delicious products for attendees.
kel 1/15/2021 12:17 AM	during the pandemic i've appreciated the group access to the covered patio for exercise. pls continue to allow this and consider expanding the allowed times.
Kari_manos 1/15/2021 06:19 AM	Make it more of a community center by offering programs after school and after work.

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josephlarkin 1/15/2021 06:57 AM	no more tax dollars - self support
TraciBriggs 1/15/2021 07:53 AM	Pickleball may be a great programming opportunity to consider. It's gaining much popularity amongst seniors. I greatly appreciate the location of the MICEC - very central meeting place for events/meetings. Nice accommodations, great staff, and a parking lot that will accommodate many vehicles.
Dave 1/15/2021 09:08 AM	I would like to see the Fitness room expanded with additional equipment added.
MS 1/15/2021 09:26 AM	Personally the MICEC has been a great place for our kids to play sports AND participate as volunteers for Friendship Circle. I would be so sad if Friendship Circle could not have a home at MICEC - it is so beneficial to everyone involved. The ability to play basketball on an indoor court on Mercer Island is so valuable too. Even if there is a fee to play or practice on a court, we would still participate.
Robert Klein 1/15/2021 09:38 AM	All seniors programs, including senior social for the memory impaired, and senior bridge should be prioritized. Bus service for these programs should be reinstated.
Judith and Dave Hullin 1/15/2021 10:28 AM	My husband has had a stroke 5 years ago resulting in aphasia. He was part of the Senior Social program until it ended. We paid \$50 or \$55 per 4 hour session. I don't know what percentage of the total cost this covered. He enjoyed this program and we would like it to be reinstated when safe to do so.
Jeff 1/15/2021 11:25 AM	Bring pickle ball back. There is no place to play in the winter.
studenman 1/15/2021 11:38 AM	Fundraising to make up for loss of tax dollars will be critical in order to get back to the amazing space the event center provided for the community prior to COVID.
Linda 1/15/2021 11:38 AM	Yoga class for seniors; bridge, fitness classes for seniors
dianebtien@gmail.com 1/15/2021 05:21 PM	Wasn't sure how to answer first questions. I used the MICEC as an independent worker going there a couple of years back for productivity. No support beyond being open, heated and space clean was needed. My son and I (special needs) used pool table from time to time. I enjoyed badminton and looked forward to paddleball before Covid. I loved the rotating art on walls and purchased pieces. All of these were of highest value to me. What is critical to me is to pay for upkeep, oversight and ability to access space. For badminton or paddleball, paying some nominal fee might be a good way. I recall paying for badminton but wasn't clear if this was to club or organizer.

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Kumar Bhatia 1/15/2021 05:34 PM	I think that in order to provide meaningful feedback, it would be helpful to have the size of the current budget and spending in the same categories that are included in the survey.
revmariano 1/15/2021 06:25 PM	For me the seniors walking/hiking program has been extremely important and beneficial both for physical and social wellbeing.
William Dillon 1/15/2021 06:46 PM	Pea patch program is awesome
MI Resident2 1/16/2021 05:58 AM	I'd say it's important to remember that the Boys and Girls Club already offers many options for youth as decisions are made with scarce resources.
Jennifer Crespi 1/16/2021 08:01 AM	I never attended or enrolled my children in an activity or event. The ones we were interested in were always full. I also have an autistic child. Has he moves into his teenage years this would be a great opportunity for him and his peers to have a safe place to have activities. This may also be an opportunity to host programs for children across the spectrum or with other disabilities. Parents like me are always looking for safe enjoyable programs that will meet the unique needs of our children. There are always waitlists. Mercer island offering programs may have a huge draw from Mercer island and surrounding areas. I would be happy to help if this becomes an area of interest.
dlnicholl 1/16/2021 08:54 AM	I hope that programs for seniors will continue. Exercise and social activities are vital to their welfare and there's not much out there for them.
Susan Winslow 1/16/2021 09:12 AM	Mercer Island is a wealthy community. I would rather see Mercer Island donate money to South Seattle community programs, than to try to provide those programs itself. Let's acknowledge that Mercer Islanders can afford to pay for services, and let's ask them to do so. If there are poor Islanders, perhaps the city could keep a list of other Islanders who would be willing to pay tuition or fees for those residents (I would be glad to). If the city needs to save money, perhaps it could cut staff and ask experienced Islanders to volunteer for administrative work. For example, I know several people who have pea patches who would be glad to coordinate all pea patch activities, projects, and management. Assign all Island schools some responsibility for city parks and other property clean up; it would benefit children to have work days during the school year. Leave half of all city park space unmowed -- a bee-friendly, and eco-friendly policy.
Anne 1/16/2021 10:11 AM	Senior walking/hiking group is low budget. Leader is a volunteer. It enhances health and creates community. Do support minimal expenditure activities such as this.
SaraM 1/16/2021 10:43 AM	Thank you!

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Judy 1/16/2021 11:39 AM	If you don't already, I hope you are in communication with other community centers in the area to share ideas and information.
gemstar 1/16/2021 12:20 PM	Err on the side of fee-based offerings vs using limited tax dollars. That allows for price signals to reveal the most value-added offerings. MICEC shouldn't strive to be all things for all people at minimal cost. The majority of MI's population can afford to pay something for these programs and services.
Allison 1/16/2021 01:39 PM	Community programs like concerts and movies in the parks are great... open to all and great community builders. Want more programs like these.
Michelle Ritter 1/16/2021 06:59 PM	It seems that MICEC could be more fully utilized if meeting rooms and other spaces were made available to local organizations (associations, book clubs, etc.) at a very reduced fee. The building would get more use and residents would benefit. Also, there are many opportunities for athletic activities in the community, but many are membership/club based and expensive. I like having MICEC be an affordable option for utilizing a gym or other workout equipment as not everyone wants to or has the means to join a club with an expensive membership. The activities currently seem tailored to seniors and very young. It would be great if there were athletic leagues and activities for adults too (i.e. volleyball league, etc.) It would be great to get a group of residents together to brainstorm creative ideas for how we can make the MICEC seem like a natural gathering space for our community. I love how seniors play board games, enjoy coffee, etc. at MICEC. Would love to see some inter-generational programs of this type! MICEC is a beautiful facility and should be seen as a hub of gathering for our community. Right now it seems to be used by a very small population of Island residents. Thanks for giving residents the opportunity to complete this survey and share our ideas!
Prady 1/16/2021 09:21 PM	This facility should primarily focus on things that benefit wider community especially youth and underserved populations
ducttape2 1/17/2021 12:24 AM	Don't spend any money! Defund the programs. Stop trying to justify jobs when others have had to cut and close businesses.
thomashow11 1/17/2021 07:43 AM	I will vote NO on any tax increases. Self-support your facility.
Suzanne Randell 1/17/2021 09:10 AM	It would serve many Mercer Island residents for the 3 Luther Burbank tennis courts be converted to 6 pickleball courts.
JeniferB 1/17/2021 10:56 AM	More open gym time for families/youth. E.g., access to basketball courts. Often they are booked with martial arts private classes > which benefit the few vs. the many. More /summer organized programs for youth (outside of camps, like boys & girls club), scholarships for those that qualify or fee based for families that can pay. More tutoring or school support services.
Symone	We had only just started visiting the center to make use of the gym facilities.

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1/17/2021 06:17 PM	Really missed it during the pandemic.
Sue and Bob 1/18/2021 07:20 AM	Please provide large format daily yoga/Exercise classes. Focused for different levels of ability and ages. Please provide fitness exercise class/coaching for outdoor fitness. Examples learn to run a 5k (agegrouped) / outdoor fitness obstacle course training.
Mike 1/18/2021 08:29 AM	would be great to have more open gym hours for kids to use
hillaryethe 1/18/2021 08:53 AM	I wonder if the P-Patch allotment can grow to function as a space not only for community members with individual plots, but also to provide a wider variety of opportunities for the community at large along with appropriate recreational programming. It might be interesting to see a children's garden designated for afterschool or preschool use (similar to the garden at the JCC,) designated pollinator/wildlife beds, herb/medicinal plant beds, native plant beds, cut flower beds, and simple water collection and compost setups. This space could serve as an outdoor classroom, a demonstration garden, and a source for food/flowers that could be used for healthy snacks, youth cooking classes, event flowers or flowers for the elderly community, science education for the preschool, flower growing & arranging courses, classes about traditional indigenous foods and culture, and demonstration gardens. I feel like this kind of multi-use endeavor could create a number of community-enriching opportunities that would appeal to all ages while also creating grant opportunities. Seattle Tilth would be a good resource to consider ( <a href="http://www.tilthalliance.org/">http://www.tilthalliance.org/</a> ) as would Green Plate Special ( <a href="http://greenplatespecial.org/">http://greenplatespecial.org/</a> .) As a former Science teacher, home gardener, and horticulture student, I would love to discuss these ideas further if Parks or Council is interested. Hillaryethe@gmail.com
ithoughtthiswasanonymouse? 1/18/2021 10:11 AM	Our childcare facility is at the center and we visit every week day. I noticed that youth seem to use the center at very high rates. And I frequently saw seniors there. I'd highly recommend focusing funding on these two groups and making the community rooms more affordable to rent so that you can bring in more events revenue.
Susan Szafir 1/18/2021 11:21 AM	I once with two other friends rented out space at the Community Center (probably about 8 years ago) and afterwards we all felt like we were treated as if we were a monumental nuisance and vowed never to have an event there again. You have a great space and could make significant additional revenue but you'd need to be sure to foster a reputation of being a great venue to work with, which may have changed, but I suspect is not the case.
Shara 1/18/2021 12:00 PM	Pickleball and lower income youth programs and after school programs
TomDB 1/18/2021 12:48 PM	I support expanding Pickle ball drop in, paid for by attendees, not restricted to Mercer Island residence.

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<p>pauleybee 1/18/2021 01:00 PM</p>	<p>There should be a priority for popularity and numbers of people participating, ie, Pickleball.</p>
<p>Kathy 1/18/2021 01:13 PM</p>	<p>PICKLEBALL inside and outside. All the time. lights on courts at luther burbank when additional courts added are repainted. Minimal cost for equipment, fitness for all ages, abilities,--8-98!</p>
<p>Amanda Keverkamp 1/18/2021 01:32 PM</p>	<p>Submitted by Staff/Site Admin</p>
<p>Amanda Keverkamp 1/18/2021 01:33 PM</p>	<p>This was submitted a second time by Staff/Site Admin</p>
<p>Anonymous 1/18/2021 02:33 PM</p>	<p>I live in Renton, but I was drawn to MICEC to play Senior drop-in volleyball since it is easy for me to get to, and during a good time window. And there doesn't seem to be a lot of availability for seniors who aren't as agile as they once were, but still want to play at a competent level. I hope this program will return when it is safe to do so. Thank you.</p>
<p>Anonymous 1/18/2021 03:41 PM</p>	<p>Please have some _intergenerational_ recreation opportunities such as pickleball. <a href="https://www.google.com/search?q=benefits+of+intergenerational+programs">https://www.google.com/search?q=benefits+of+intergenerational+programs</a></p>
<p>Anonymous 1/18/2021 04:58 PM</p>	<p>Operate with the goal of serving the needs of the community that matches the demographic - population continues to grow, community has the financial means and time available to participate / support active programs such as fitness, wellness, volleyball, Pickleball, yoga, etc...rental space is way under utilized, thus lost revenue this area needs to be developed as we exit the covid era - many ways to increase revenue going forward which in turn will increase the value you can bring to the community and offer more low cost/subsidized programs for our multi generation population.</p>
<p>Anonymous 1/18/2021 05:23 PM</p>	<p>Please provide more opportunities to play pickleball, especially in the evening or on weekends</p>
<p>Anonymous 1/18/2021 06:11 PM</p>	<p>MICEC should focus on maximizing its operating revenue instead of relying heavily on taxpayer support. Safety and critical community programs should be prioritized for said funding, to the exclusion of less tangible needs. When it comes to funding enrichment programs where a certain age group benefits disproportionately, we have a clear responsibility to invest in the future and support the Island's children. It's less clear that we have the same responsibility towards adults young and old, who can transit to and navigate the city centers of Bellevue and Seattle with relative ease. With seniors especially, it's important to note that taxpayer dollars spent on local programs would be an effective subsidy to the senior care facilities on the Island. I would suggest working with these facilities to provide and fund senior enrichment programs.</p>
<p>Anonymous</p>	<p>Please bring pickleball back to the center</p>

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

1/18/2021 06:55 PM

Anonymous

1/18/2021 10:53 PM

As a Senior person I relied on Community Center classes and activities for most of my socializing, as did many of my friends. Exercise classes and the Senior lunches and outings were very enjoyable, and now are truly missed. I hope those activities will return. Thank You!

Anonymous

1/18/2021 11:07 PM

I have used it at least 5 X or more a week and have really missed its availability! I went to community programs, pickleball, sr. events etc. It needs to continue to share its resources with all age groups and continue to provide space for rentals, for the convenience of people who need such space periodically, and for the revenue it provides. PLEASE open it again for some use even if it is limited for the time being.

Anonymous

1/18/2021 11:11 PM

More support for pickleball courts. :)

Anonymous

1/19/2021 09:52 AM

Please bring back summer camp opportunities for children. They need it!

Anonymous

1/19/2021 09:59 AM

Please make inclusion and accessibility at all parks, playgrounds a top priority!

Anonymous

1/19/2021 10:22 AM

Pickleball on the weekends for adults. Pickleball tournaments quarterly to fundraiser to support the program.

Anonymous

1/19/2021 11:02 AM

Pickleball

Anonymous

1/19/2021 11:18 AM

Pickleball was a great drop in program that brought many people together for fitness and socializing. please bring it back!

Anonymous

1/19/2021 11:23 AM

Please keep the badminton courts, and game room open and functional.

Anonymous

1/19/2021 11:49 AM

Seems like it would be best to prioritize continuing high volume activities such as Pickleball that generate \$\$\$ and have many participants. That will give you cash to go toward other programs.

Anonymous

1/19/2021 01:31 PM

This community and events center should be used for an Arts-only building and used to generate revenue to lower tax obligations for Mercer Island citizens.

Anonymous

1/19/2021 01:35 PM

Mountain bikers and BMX'ers on the island are developing the BMX jump course in upper Luther Burbank at no cost to the community. This is a great example of a rec opportunity that costs very little and benefits a sizeable group of youth .. and .. encourages them to take responsibility for natural resources. Please continue to enable this!

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

Anonymous 1/19/2021 01:35 PM	As a 71 year old male, I was able to participate in pickleball 2 or 3 days a week. This was especially important during early spring, late fall, and all of winter. MICEC was one of the best pickleball locations in all of Western Washington. Please bring it back.
Anonymous 1/19/2021 01:43 PM	Please continue to prioritize support and events for underserved community members. These services are vital to our community.
Anonymous 1/19/2021 01:44 PM	I will vote NO on any tax levy. No tax support for this Rec facility.
Anonymous 1/19/2021 01:45 PM	Past programs that were discontinued due to Covid should receive highest priority.
Anonymous 1/19/2021 01:47 PM	Very important to have available programs for those with all abilities - many thanks!
Anonymous 1/19/2021 01:51 PM	Child care/summer camps are a high priority for our family. I hope you can at least bring back the outdoor camps this year.
Anonymous 1/19/2021 02:02 PM	More support should be focused on our Seniors, as in most cases Seniors living on the Islands contributed more our community for the longest period, through taxes, support , etc. Many for 50 plus years and as a community we need to give back to them through supportive programs.
Anonymous 1/19/2021 02:27 PM	I have rented the facility for school athletic events/banquets and the process has always been challenging. Staff are slow to respond and the pricing is often too much. It seems that for MI school events and other on island non-profits, there could be a lesser fee - rather than having the facility sit empty. I realize there is already a non-profit discount - however, it is usually over the budget for most organizations. The price really jumps up to accommodate larger groups. I also believe the event center is an ideal location for an arts/theater venue. Obviously a long time thorn for the community, however there is so much land and parking. It just seems to make sense. Lastly, the event center offers tons of programming for Seniors. Not all seniors on the island are unable to pay for services. The event center should be a financially stable community asset, which probably means charging more for activities. Maybe there could be an application for individuals who need financial help?
Anonymous 1/19/2021 02:46 PM	Charge non- MI residents higher fees (than MI residents) to participate in fitness programs, after school programs, any classes, etc.
Anonymous 1/19/2021 02:48 PM	There are so many after school sports programs (PEAK, club sports, etc.) that I like the idea of more art, creative, speakers, etc. so you don't compete with other services on the island. However, like the pickle ball courts! I think of a community center as benefitting a larger base but I think if people take classes, they expect to pay the majority of the cost so think it makes sense



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	to focus on larger community events.
Anonymous 1/19/2021 02:50 PM	Pickleball has become a great personal fitness and community building activity.
Anonymous 1/19/2021 03:03 PM	Would love to see vans available (for a fee paid by participants as we did before) for senior walking/hiking programs again. I don't have a car so only able to participate in these programs when the vans are available.
Anonymous 1/19/2021 03:08 PM	The center should leverage the large space for rentals for events.
Anonymous 1/19/2021 03:18 PM	I am wheelchair bound and find little to none of the programs in the past that I could attend. Consider more mobility in the park systems.
Anonymous 1/19/2021 03:20 PM	Meeting room availability for community use is important
Anonymous 1/19/2021 03:21 PM	Our family really appreciates free events that are restricted JUST to mercer island residents-such as the free Casper Babypants concert. This was wonderful and fun for kids of all ages and for parents.
Anonymous 1/19/2021 03:31 PM	Thank you for including community opinions as you invent the future of MICEC. Our family has really missed Specialized Recreation programs, especially Dance, Fitness, and Cooking. Art would be really cool too!
Anonymous 1/19/2021 04:09 PM	Pickle ball
Anonymous 1/19/2021 04:14 PM	Suggestion is to divide essential necessities vs discretionary luxuries and then prioritize necessities over luxuries. Also you can charge enough for service to be self sustaining. For example, most places charge \$15/hr to Pickleball players.
Anonymous 1/19/2021 04:56 PM	I have been practicing naginata for about 10 years at Mercer Island Community Center. I would be devastated to lose that opportunity, since there are few facilities with high enough ceilings and wood floors for us to practice.
Anonymous 1/19/2021 05:09 PM	Stop taking taxes to support this. If an individual wants to use the facility, that individual needs to pay for it.
Anonymous 1/19/2021 06:03 PM	To do activities or programs for families (adults + children) during the weekends. To do activities or programs for all the members of the community about the environment of the island and how to keep it healthy: workshops about Lake Washington, forest, management of the water, recycle...
Anonymous 1/19/2021 06:23 PM	please keep the pea patch. This was a difficult survey for me. I didn't really know how to answer most of the questions as I don't understand/appreciate the tradeoffs.

MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

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- Anonymous  
1/20/2021 05:18 PM

I take naginata martial arts classes at the community center and since we're a small group, it's been difficult for us to have access to rooms for classes. I've done naginata for over 4 years and all of the members feel naginata is an important part of our lives and we wish to be able to continue practicing it. I hope that smaller groups will continued to be supported by the community center in the future.
  
- Anonymous  
1/20/2021 05:57 PM

Pickleball!
  
- Anonymous  
1/20/2021 06:06 PM

Revamp your yoga program
  
- Anonymous  
1/20/2021 07:01 PM

The Saturday naginata class was extremely valuable for me. I am hopeful that the class will be able to continue in much the same way it had previously once it is safe to meet again.
  
- Anonymous  
1/20/2021 07:18 PM

Please continue to support pickleball programs
  
- Anonymous  
1/20/2021 07:34 PM

Both Kendo and Naginata practices have helped me stay in shape and make connections with others. Would love to see those programs continue
  
- Anonymous  
1/20/2021 08:34 PM

MI residents should have precedent to rent MICEC spaces/meeting rooms
  
- Anonymous  
1/20/2021 09:37 PM

We are newer to the area so we only had the opportunity to visit once before Covid. I would like to see the community center as a center where people can have meaningful conversations about justice issues targeted to different ages. Arts always bring the best of everyone. Programs where different ages Seniors/youth can interact
  
- Anonymous  
1/21/2021 08:10 AM

It is somewhat difficult to list my thoughts when I do not know the financial burden of certain types of events - for example the cost to provide pay for participation activities (Paid fitness classes from vendor vs from paid employee from MI Parks) and events (Senior enrichment events vs youth service programs).
  
- Anonymous  
1/21/2021 08:14 AM

Please continue to offer space for pickleball
  
- Anonymous  
1/21/2021 10:53 AM

I would like to play pickleball
  
- Anonymous  
1/21/2021 11:52 AM

Continue Pickleball

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

Anonymous 1/21/2021 02:38 PM	Seems that the MICEC should be offering programs that address the demographics and needs of the community in partnership and consultation with other facilities in the community in order to cover all the needed bases.
Anonymous 1/21/2021 04:20 PM	I run a company named Smash Pickleball and I have often rented out the courts to run pickleball leagues. I would very much like to do much more of that with appropriate covid protocols. And I would love to rent out courts to provide pickleball lessons and clinics. Its a financial win for the community center and a win for residents of all ages to get out and play a super fun sport which promotes a healthy lifestyle and social connection.
Anonymous 1/21/2021 06:41 PM	I would love to see Mercer Island become a national leader in providing community activities and facilities designed with accessibility in mind for those with special needs, e.g., in a wheelchair, with sensory issues, vision impairment, developmental delays, etc. This is an issue that has finally begun to receive the attention it needs - a key component of true and compassionate diversity. Mercer Island should lead the way.
Anonymous 1/21/2021 10:35 PM	It would be great if Pickleball would be supported.
Anonymous 1/22/2021 06:06 AM	I think MICEC needs to find it's niche. The space seems largely under leveraged.
Anonymous 1/22/2021 11:14 AM	As a city, the focus should be to deliver events that build community. Such an emphasis is not found in the private sector. The center should then be a focal venue that utilizes recreation to bring the community together.
Anonymous 1/22/2021 12:20 PM	Pickleball and weightroom pay to use is very important to me.
Anonymous 1/22/2021 01:00 PM	Please consider social events and activities/sports events for teens and middle schoolers -- keeping them busy engaging with one another -- to provide alternatives for their constant screen time interactions (video games, etc). This appears to be the most underserved group in the community - as I find that the community center typically seems to cater to seniors and elementary/preschool children the most. thanks
Anonymous 1/22/2021 04:28 PM	My priority is for increased pickleball time.
Anonymous 1/22/2021 05:19 PM	Reopen this spring to anyone with proof of Covid vaccination.
Anonymous 1/23/2021 06:53 AM	Need to re-open ASAP
P. Ellis 1/23/2021 11:15 AM	I think the MICEC should reopen as soon as possible so that Mercer Island taxpayers can have access to the facility for whatever reason or purpose.

## MICEC Recovery Survey : Survey Report for 05 January 2021 to 16 February 2021

Anonymous 1/23/2021 04:47 PM	Mercer Island is in dire need of having a revamp on our public parks. Having a disabled child there is nothing that is accessible for him . Luther Burbank is a start but very flawed in its design of inclusion. Disability is diversity and should be considered a very important issue to tackle for our community.
Anonymous 1/23/2021 06:10 PM	It is important to create an accessible and inclusive park in the city!
Anonymous 1/23/2021 06:24 PM	I think it's a great facility and used to play Pickleball there a lot and miss it. It appeared to me to be a well used facility and I miss it !
Anonymous 1/23/2021 06:25 PM	It is a beautiful facility, Needs to be available and used. I miss go to MIECC
Anonymous 1/23/2021 07:33 PM	As a member of the disability community accessible for all wheelchair access and special needs. Family bathrooms with adult size change tables and wheelchair accessibility
Anonymous 1/24/2021 02:38 PM	I believe the community center was doing a great job and priorities worked well the way it was,
Anonymous 1/24/2021 08:32 PM	We appreciate that it is a place for seniors to go and hang out safely and in a community environment. We do appreciate your summer camp series. We miss the fitness room.
Anonymous 1/25/2021 02:51 AM	I have very much enjoyed taking naginata classes at the MICEC, and am looking forward to things going back to normal so that I can resume.
Anonymous 1/25/2021 05:40 AM	Please support the anti-camping ordinance or this community asset will be overrun with drug addicts
Anonymous 1/25/2021 12:20 PM	Please keep pickleball schedule same as before, MWF & Sun! It's very important to me as well as the pickleball community. Thanks!
Anonymous 1/26/2021 12:01 PM	Greetings, My name is Lynne Wilson, a long time gardener at the pea patch. I would like to talk to someone about how the pea patch might be supported in the future. The gardeners did a great job last year caring for their "land" with minimal support from the city. I believe most of the 50 or so people with patches would like to continue next year and the usual Feb sign ups are looming. Is there someone heading up that program? Thanks, Lynne 206-817-4442, seattlesun44@msn.com
Anonymous 1/27/2021 05:03 PM	If its of value it should pay for it self
Anonymous 1/28/2021 05:23 PM	I value the center for my family and for the community. I may be in the minority but I would be willing to personally pay higher user fees to support

programming and access for those in our community (seniors, families with lower incomes, etc.) for whom there are fewer options. I have two children (10, 14) and both have enjoyed activities at the MICEC in the past. My personal perspective is that, since cuts are likely to be necessary, that there are excellent afterschool programs from the Boys and Girls club on the Island, and there are a handful of private gyms that provide structured and unstructured fitness options for adults. Seniors and children, however, don't have as many options for drop-in fitness, and the gym at the MICEC has been enjoyed by both senior mother-in-law and daughter. There are many well-to-do and wealthy individuals on Mercer Island and while not all of them will be responsive, perhaps it's worth considering whether, like the MI Schools Foundation, it's time for a MI Community Foundation, something that both business and people on the island can contribute to. Attribution can be inexpensive (wall with founder's plaques, or names on bricks in a walkway, etc.) but I imagine a number of business would sign up to be "sustaining" members (for example, I bet nearly every real estate agent would contribute, as would the folks running the Edward Jones office, etc.) . Some % of the community is likely willing to chip in to keep more of the programs available to everyone. Thanks for asking for input.

Anonymous  
1/29/2021 09:21 PM

Pickleball

Anonymous  
1/29/2021 09:26 PM

Pickleball is the fastest growing sport in the world. It promotes a healthy activity as well as bringing people of all ages and economical classes together.

Anonymous  
1/30/2021 10:45 AM

Providing opportunities for physical, social, and creative engagement for youth and seniors should be a priority. These two groups are most in need of the physical, mental and emotional benefits these programs provide. A well-rounded community center can become a major hub for a community. Although it might create some scheduling challenges, expanding promotion of the CC for private events would be a sensible means of expanding the budget.

Anonymous  
2/02/2021 03:37 PM

I think more events should be multi-generational. For instance, as a stay at home mom, I would have been interested in the social aspect of attending the weekly seniors lunch with my young children, even though I'm obviously not a senior. Is there a reason this has to be seniors only and couldn't be a community luncheon instead? I think the seniors might enjoy having younger generations there -- I know my own grandparents weren't keen to attend events with "just a lot of old people" (their words, not mine). Or invite seniors to the toddler open play time, maybe they could read to the kids or work a jigsaw puzzle together or just let the seniors have a coffee and watch the kids play. There is a lot of research that shows the mutual benefits of having children and seniors interact with each other. I know MIPA does projects with Aljoia and other retirement homes, MICEC could host similar events -- holiday craft projects like making valentines which both small kids and

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seniors could work on together. My grandparents lived on Mercer Island for almost 60 years, their last two years spent at Aljoia. As wonderful as Aljoia is, they were surrounded by a lot of folks their own age 24/7, but they lit up when I visited with my kids. I don't know that seniors want to spend time with other seniors - they want to feel like they are still a part of the broader community, not marginalized. Also, is there a way to allow moms to use the fitness room while their kids play/read independently in the leap pad area - for instance, allowing the fitness room door to remain open during certain times? Or offer parent/child group fitness/dance classes? Lastly, it's small but I love when you have the coffee station available – the simple gesture of a cup of coffee was a bright spot for this tired mom. Thank you! Anne Thomson

Anonymous  
2/02/2021 07:35 PM

Our family misses the community center! We hope you open soon!

Anonymous  
2/03/2021 07:18 PM

Thank you for all you have done in past to provide a beautiful place for talks, recreation and enrichment. I hope you can continue to provide a safe and welcoming venue for many residents and locals to use.

Anonymous  
2/04/2021 09:48 AM

We don't all have huge salaries. Please be self-supporting. No more money left to give this city. Also, I'm tired of finding needles on the park trails. What has changed such that this garbage is in our parks now?

Anonymous  
2/04/2021 07:43 PM

PICKLEBALL

Anonymous  
2/06/2021 10:17 AM

Should have Higher fees for any type of use by non-Islanders, much higher than current rental rates, gym fees etc

Anonymous  
2/08/2021 08:54 AM

MICEC is a community asset and should serve the needs of a broad range of Mercer Islanders. Programs that strengthen family bonds, reduce isolation of seniors, and provide opportunities for youth to recreate and get outside should be given priority.

Anonymous  
2/08/2021 01:30 PM

Pickleball is a great program and should be expanded.

Anonymous  
2/08/2021 05:12 PM

Our three-generation family has benefited greatly from our various uses of the community center. My son earned both his babysitting training and driver's license training on site, I've enjoyed fitness classes, and my father benefited from senior activities as well. It's a valuable resource to us and well worth our tax dollars for its accessibility!

Anonymous  
2/09/2021 08:12 PM

Rent out as much as possible to bring in revenue and reduce cost to taxpayers. Rent out to daycare providers for school breaks and after care—more profitable to the city than running the programs directly.

Anonymous  
2/09/2021 10:38 PM

I would like to see a comprehensive approach to planning programs that address intellectual as well as athletic needs. Less emphasis on recreation

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and more on meeting the range of interests in our community. Foreign languages, art classes, author lectures etc... Please reform the senior social. That program filled an important need in our community.

Anonymous  
2/10/2021 11:36 AM

It's a lovely space. Would love to play more badminton there and happy to pay higher price. Perhaps some of the times have higher price could be those on weekends when there may be greater demand to offset lower prices in weekdays. Also, booking in advance with non refundable deposit could also be a way to keep cost low.

Anonymous  
2/10/2021 08:48 PM

Accessible to everyone

Anonymous  
2/13/2021 12:39 PM

With a decreased budget, I would like to see any dollars spent on those who need it most, our seniors, low income and disabled where appropriate. Programming that benefits the entire community like keeping teens busy, parents educated and supported, and our seniors engaged. Supplement tax dollars with income from rentals and if anything left over, programs for general public.

Anonymous  
2/13/2021 04:21 PM

I think the fee for service program should be reviewed. Look for opportunities to raise fees and perhaps eliminating programs that are running at a loss. Also be honest with the public about how much money the city pays annually to keep the center running. Maybe outsource the running of the center to an outside firm.

Matt Goldbach  
2/14/2021 04:07 PM

Put your survey on NextDoor!!! Ask people for the three things they want most and the three things they don't like about the MICEC. If the City can't run it efficiently bring in a management company to run it as a concession.

Anonymous  
2/14/2021 05:09 PM

MICEC is a nice facility but it would be nice if some of the funds are used to promote activities within the Town Center retail core and not all in a remote location that is limited in its value to the community as a whole.

Anonymous  
2/15/2021 08:48 AM

To increase awareness of events. Would be nice to send our email reminders to residents signed up in email list about upcoming recreational classes and events

Anonymous  
2/15/2021 08:52 AM

Continue to use open space for community members to gather..computers, games coffee etc

**Optional question** (247 response(s), 333 skipped)

**Question type:** Essay Question

## Appendix E: Policies, Procedures and Program Development “To Do” List by Reset Phase

### PHASE 1: APRIL 2021 – DECEMBER 2021

#### COMPLETE PRIOR TO OFFERING PROGRAM/SERVICE:

- COVID protocols

New protocols are needed to ensure that staff and facility users are adhering to public health guidance, including occupancy and hygiene requirements.

- Fee schedule and related policies, including differential pricing and user group definitions and priorities \*

This will entail ensuring everything is ready before offering user fee-based programs and that all fees and policies are consistent with the new pricing strategy.

- Procedure for establishing programs’ direct costs budgets and actuals, and for reporting achieved cost recovery

Staff needs instructions and tools to successfully perform the cost accounting that is necessary to maintain the new comprehensive strategy.

- Facility reservation and use policy \*

Policies and procedures are needed to ensure that the allocation/reservation of facility space is fair and consistent with the comprehensive strategy. This will address questions of how frequently one group can reserve the facility for exclusive use, which groups may have priority, whether reservations should be handled as “first come first served” or by lottery or another means, and if certain hours or days should be set aside for certain uses.

- Park and facility use adverse conditions, inclement weather and safety

Staff will establish a process for cancelling programs or closing facilities to rentals due to inclement weather, safety concerns, health guidelines

- Facility rental packages

Staff will examine if the past way of offering facility rentals should be modified to better streamline processes, reduce inefficiencies from customization, create clarity for users, and more.

- Special Use Permit Policy – Parks \*

Staff will draft a policy to govern atypical uses of public facilities or spaces (for example, film permits, orienteering, parking lot use, 5ks)



- Facility booking procedure

Staff will document the procedure for both employees and users, looking to improve clarity and enhance efficiency.

- Contractor agreements

Staff will create standardized templates for professional services contracts, and establish a schedule and protocol for reviewing contracts.

- Review partner agency/department facility use policy

Staff will define this user group, identify the benefits of allowing this user group to reserve the facility, and establish “level of service” expectations for this no-to-low fee user group.

- Donations \*

A formal, consistent, and manageable policy is needed to evaluate and govern potential donations. The policy would include requirements for solicitation, acceptance, locations, associated expenses and amenity options.

#### MAY COMPLETE CONCURRENT WITH OFFERING PROGRAM/SERVICE

- Develop program evaluation protocols and tools.

Staff needs a more formal approach to both (1) program assessment for ongoing programs after they are conducted and (2) for selecting and piloting new programs and appraising them.

- Create volunteer program

The Recreation Division can enhance service delivery to the public and engage residents effectively through a well-run volunteer program. The City may choose to create a citywide program, of which Recreation would be a customer and volunteer placement site. If that effort is not undertaken, Recreation should design its own volunteer program. The program should include purpose, objectives, parameters, recruitment, selection, training, supervision, recognition, and evaluation.

- Marketing program design and protocols

Staff will design a marketing program for the facility and its programs/services. The program will need to express outcome goals, target audiences, the level of resource that should be put toward marketing and divided amongst programs, consistency in messaging, and more. Program protocols should express the “when, how and who” responsibilities for implementing the marketing program.

- Senior services assessment and program design

An assessment of Mercer Island senior services' needs, available providers and resources, and what the Recreation Division might be most capable of providing or the most appropriate provider of, is needed before the Division commences with offering senior services (particularly those for seniors with special needs).

## PHASE 2: JANUARY 2022 – DECEMBER 2022

### Q1 AND Q2 WORK (MAY INCLUDE THOSE WITH BUDGET OR FEE SCHEDULE IMPLICATIONS)

- Capital plan for the Annex \*

As the lease term ends, the City needs to determine the long-term plan for this facility and, if the building remains, contemplate how the City can maximize its use or its relationship with a tenant for the benefit of Mercer Island residents.

- Integration of parks maintenance costs into fee structure

The Recreation and MICEC Reset did not evaluate park maintenance costs and cost recovery goals. These factors should be included in future fees for field rentals and some other services.

- Long-term and annual maintenance schedule for MICEC and the Annex
- Special events \*

The Recreation and Parks Divisions would benefit from having a policy that describes which events/ceremonies could receive Division support and to what degree.

### Q3 AND Q4 WORK

- P-Patch access \*

Staff will evaluate the need to alter the way in which P-Patch access is currently given, for what duration of time, with what conditions.

- Storage at field/park facilities

Staff will draft a policy to establish procedure to process storage requests, evaluate community benefit of user group storage, evaluate site suitability and design guidelines and create a fee structure.

- Appropriate/accepted use of park spaces \*

Staff will draft a policy to clarify what is condoned, informal use of public park spaces and what is not condoned (or is commercial/private use that will require a permit or City sponsorship). This could include addressing activities such as running organized sports at parks or open spaces not designed for that purpose, personal training, laser tag, etc.

- Work order flow and communication between Rec/MICEC and Parks Maintenance

Staff will create procedures to improve how work orders are generated and delivered between divisions.

- Field maintenance support policy

Staff will establish a policy for the level of service provided for athletic field users and which defines field services that users may perform themselves.

### PHASE 3: JANUARY 2023 – DECEMBER 2023

- Enhance automation and consistency

Staff will examine ways to improve processes or augment existing policies to reduce inefficiencies resulting from exceptions, the need for one-time decisions, and customizing.

- Partnerships, sponsorships and promotions \*

Staff will add or improve policies that formalize recognized partnerships (and reciprocal benefits); create sponsorship requirements, limits and benefits; and govern promotional use of the facility.

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\* = Anticipated involvement of Parks and Recreation Commission; may include recommending policy to City Council for adoption; may be incorporated into Commission workplan. Staff may consult or inform the Commission on all other (non-asterisked) topics.

## Appendix F: Reset Roadmap and Implementation Timeline

Phases are cumulative (i.e., programs and services offered in earlier phases are likely to be offered in subsequent phases).

### Immediate Action Plan

JANUARY 2021 - SEPTEMBER 2021

- Contractor-led summer camps
- Long-term reset planning
- Policy/procedure development

Note: The Recreation Division has been and will continue to provide field rentals, boat launch permits, private lease of the Annex, P-Patch use and approvals for special use of parks.

### Longer-term Action Plan

PHASE 1 "FOUNDATIONAL:" APRIL 2021 – DECEMBER 2021

- Maintenance/custodial services
- Administrative services
  - Policies/procedures development (see Policies, Procedures and Program Development "To Do" List)
  - Marketing
  - Front desk and Phase 1 services' support
  - Resourcing plans for next phases
  - Evaluation of contractor-led summer camps and recommendation for 2022 delivery method
- Gym rentals
- Community and Event Center facility rentals (exclusive use; partial scale)
- Inclusion services
- Scholarship program

Note: Vending and other types of sales and equipment rentals may be offered during this phase.

PHASE 2 "STRUCTURAL:" JANUARY 2022 – DECEMBER 2022

- Community and Event Center facility rentals (exclusive use; full scale)
- Fitness center and drop-in/self-directed sports
- Youth camps, before and after school and school break programming
- Preschool-aged programming

- Adult beginner/intermediate programs for seniors that are social service-focused (fewer resource needs)
- Park shelter rentals
- Volunteer program
- Community-wide special events or open special programs (no pre-registration)
- Administrative services
  - Policies/procedures development (see Policies, Procedures and Program Development “To Do” List)
  - Phase 2 services’ support
  - Developing biennial budget and resourcing plans for next phase

Note:

Drop-in during Phase 2 should be offered only when the facility’s other planned uses allow for shared and efficient use of staff.

#### PHASE 3 “ESTABLISHED:” JANUARY 2023 – DECEMBER 2023

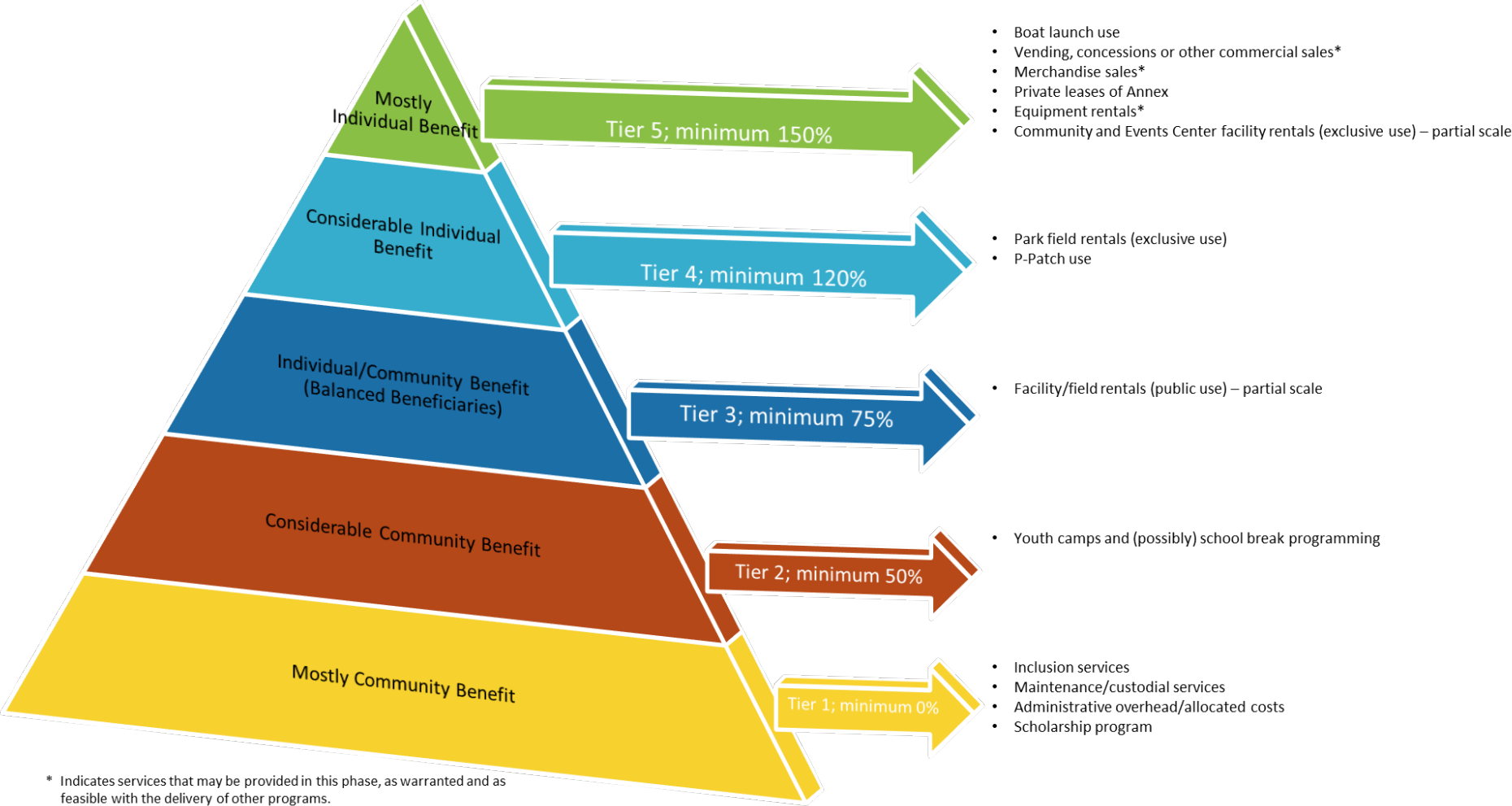
- Administrative services
  - Policies/procedures development (see Policies, Procedures and Program Development “To Do” List)
  - Phase 3 services’ support
- Therapeutic/adaptive/specialized recreation services (Note, the City of Mercer Island has an agreement with the City of Bellevue that enables Mercer Island residents to access adaptive recreation programs in Bellevue at the resident rate. This access will be available during Phase 1 “Foundational.” It is anticipated that the City of Mercer Island may not develop and offer its own adaptive recreation programs at the MICEC until Phase 3 “Established,” per this phasing plan.)
- Work study/internship/community service
- Adult beginner/intermediate programs, possibly including programs for seniors that are human service-focused (more resource needs)
- Youth beginner/intermediate programs
- Senior transportation
- Mixed age/family programs
- Adult advanced/competitive programs
- Youth advanced/competitive programs
- Tournaments
- Trips
- Private/semi-private lessons, taught by City instructors/contractors
- Special events (not City-sponsored/external party; substantial)

Note:

The programs and services listed above represent past and potential offerings. The City will decide which to allocate resources to and offer in the future, and in what order and in what quantity to deliver each. However, the City will consider adding “Therapeutic, adaptive, specialized recreation services,” a Cost Recovery Tier 2 program, in Phase 3 before adding Tier 3 and 4 programs.

Cost Recovery Pyramid by Phase:

Immediate Action Plan and Phase 1 “Foundational” Potential Programs and Services

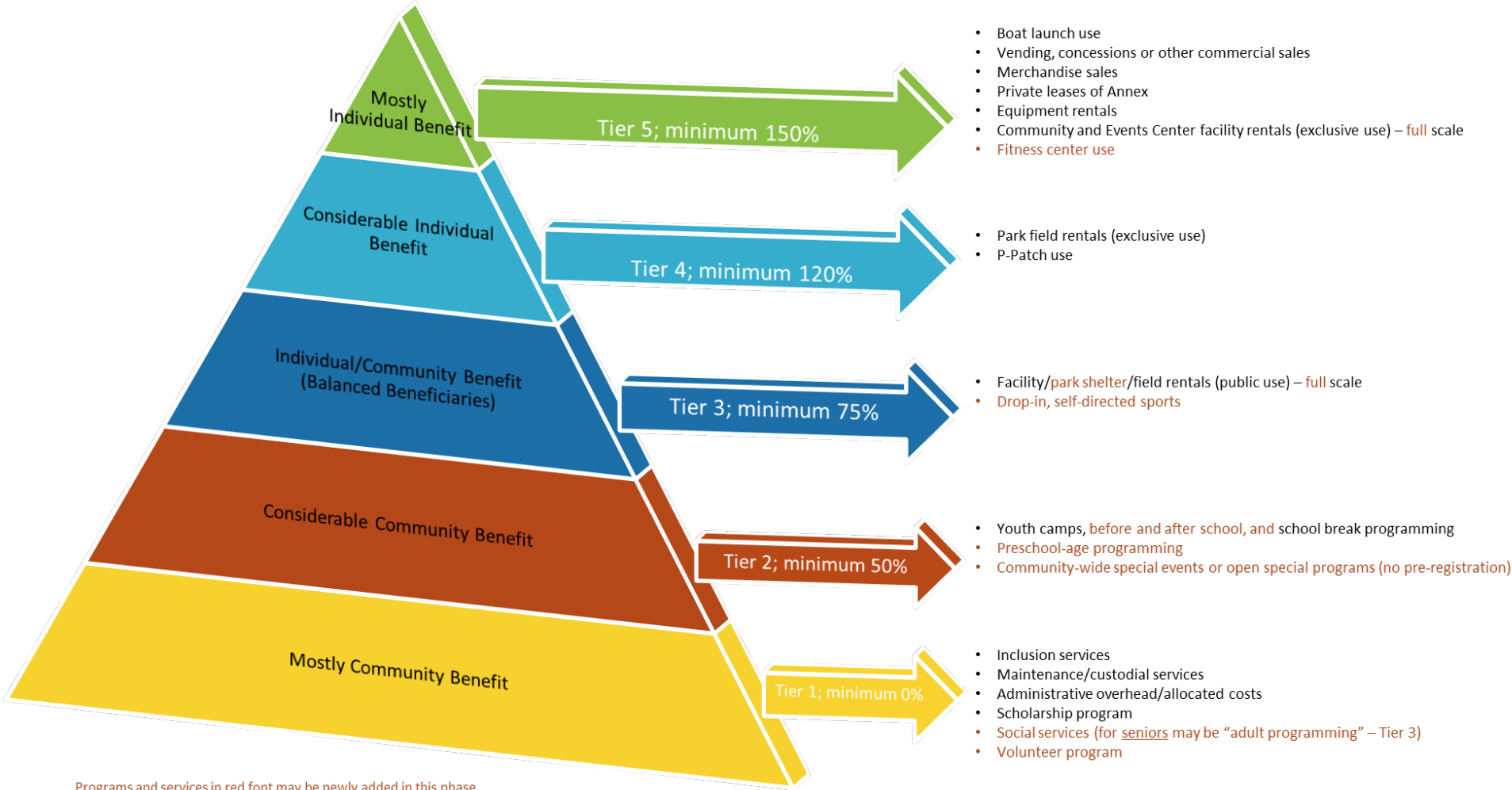


\* Indicates services that may be provided in this phase, as warranted and as feasible with the delivery of other programs.

Note: Categories of programs and services are listed in no particular order within each tier.

Cost Recovery Pyramid by Phase:

Immediate Action Plan, Phase 1 “Foundational” and Phase 2 “Structural” Potential Programs and Services



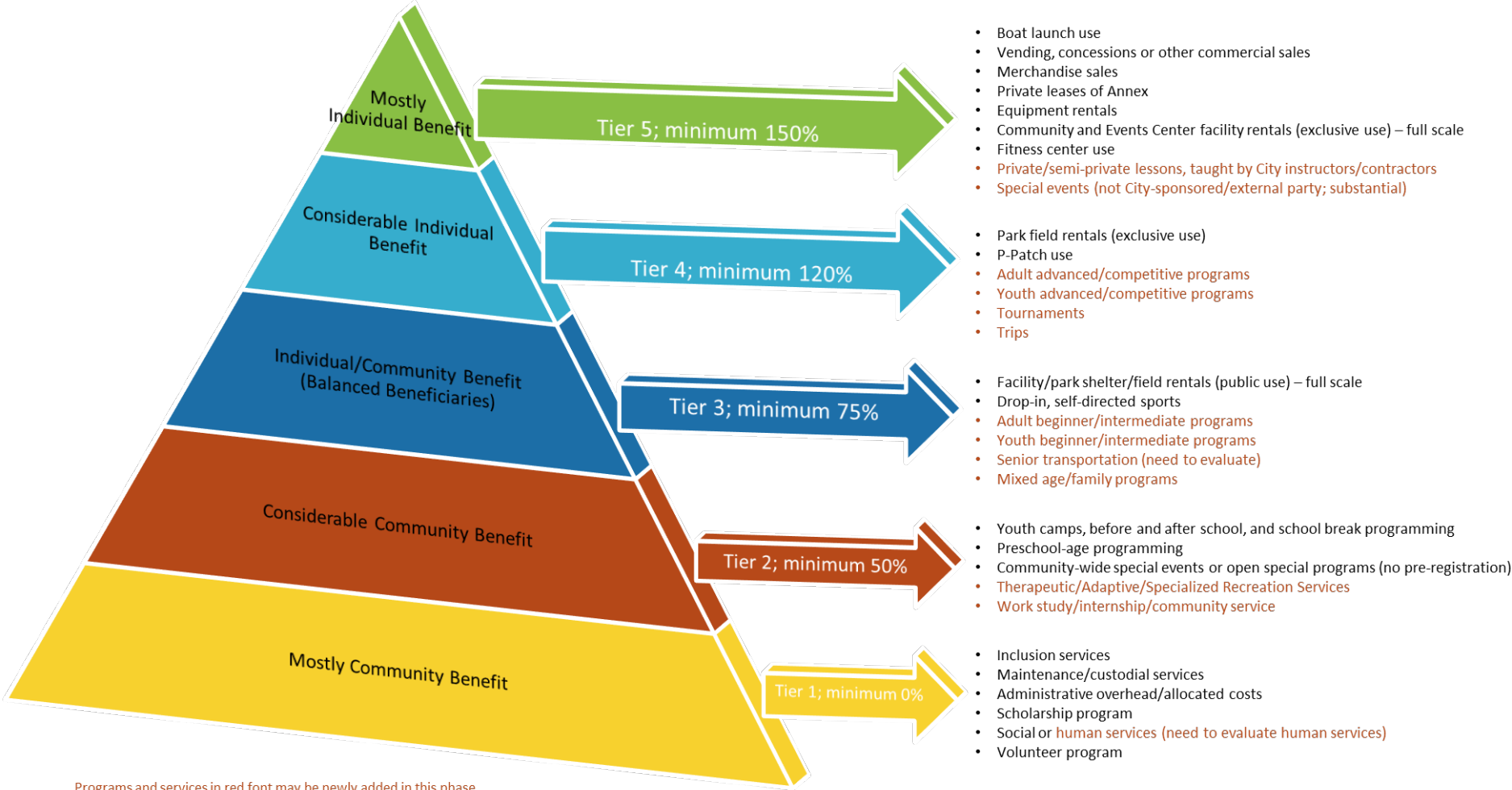
Programs and services in red font may be newly added in this phase.

Note: Categories of programs and services are listed in no particular order within each tier.



Cost Recovery Pyramid by Phase:

Immediate Action Plan, Phase 1 “Foundational,” Phase 2 “Structural” and Phase 3 “Established” Potential Programs and Services



Programs and services in red font may be newly added in this phase.

Note: Categories of programs and services are listed in no particular order within each tier.



# Rec Reset Strategy and 2022 Preview

July 6, 2021

# Purpose

- Take action on the *Strategy for the Mercer Island Community and Event Center and Recreation Programs and Services* (a.k.a., the Reset Strategy)
- Preview the plan for recreation, the MICEC and arts in 2022



# Reset Strategy Status



- Parks and Recreation Commission (PRC) approved the Strategy in early April 2021
- Strategy was referred to City Council and presented at a joint meeting/study session with the PRC on April 20th
  - City Councilmembers provided some initial feedback, including a desire for the PRC to continue its work on policy development and planning for 2022.
  - Rec Reset Team answered City Council's questions regarding the Strategy, the phasing plan and upcoming Reset work.
  - During the Regular Session, City Council appropriated funds to help the Rec Reset Team get some additional programs and services launched in 2021.



# Strategy Overview

It is a philosophy and a plan to guide the selection, delivery and support of future programs and services.

It is a rebuilding and improvement plan.

**It is not how to resume what was done before.**



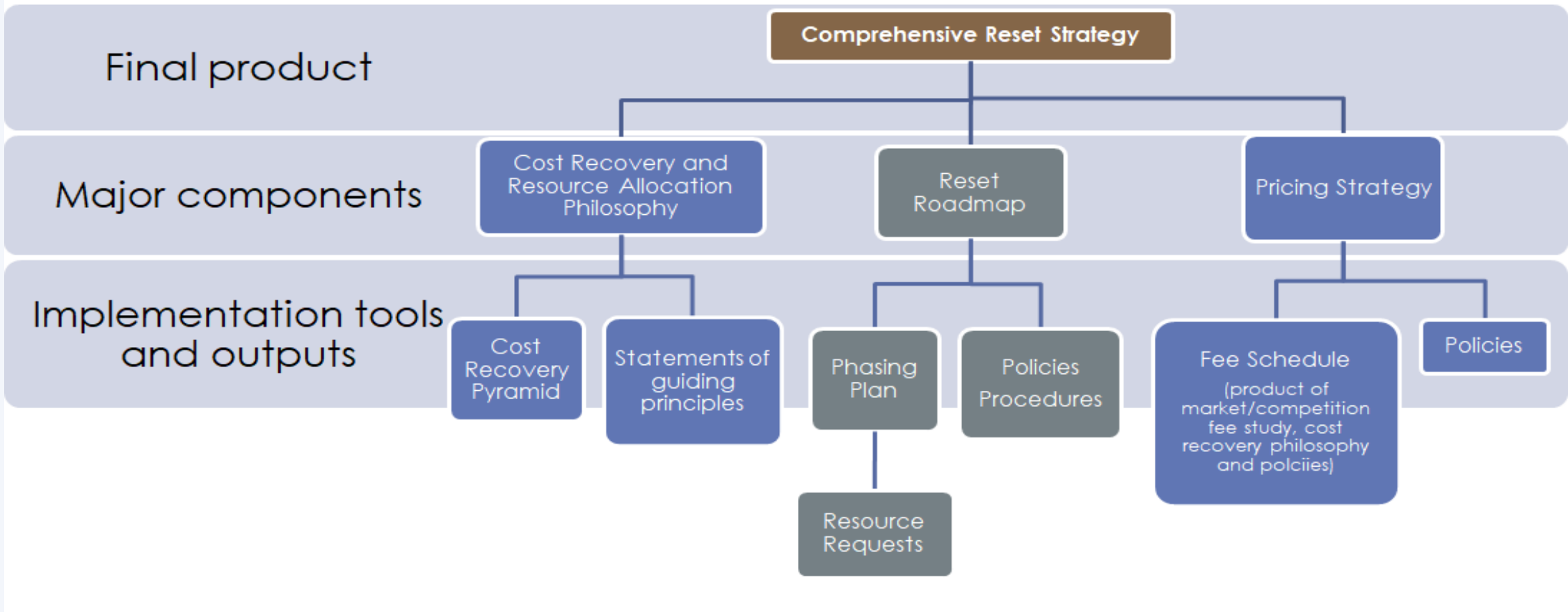


# Strategy Goals

- Examine priorities; be deliberate about which programs are offered and what level of resources the City puts into them;
- Consider how to leverage assets; use strengths and resources to improve the City's ability to deliver more service, services that need more financial support, or higher quality services;
- Put a focus on promoting financial sustainability; think about how to reduce reliance on tax dollar support and how to use tax subsidy wisely;
- Contemplate how to deliver desired outcomes by providing services in a fair and equitable manner, consistent with values and goals; and
- Create greater clarity around who is benefitting from services and who is paying for them.



# Reset Architecture



# Questions about the Strategy?





# 2022 Preview



# Services & Programs in 2021

Administrative services
Inclusion services
Scholarship program
Maintenance/custodial services
Private lease of Annex
Special use approvals for parks
Park shelter rentals
Boat launch permits
Field rentals

- P-Patch use
- Summer camp
- Gym rentals
- Drop-in programs (sports & fitness)
- Special events (permitting and delivery)
- Arts Council workplan
- Outdoor rec programs
- Community and Event Center facility rentals (gym rental, only)
- Reset work: program design and evaluation, cost recovery analysis, policy development, etc.

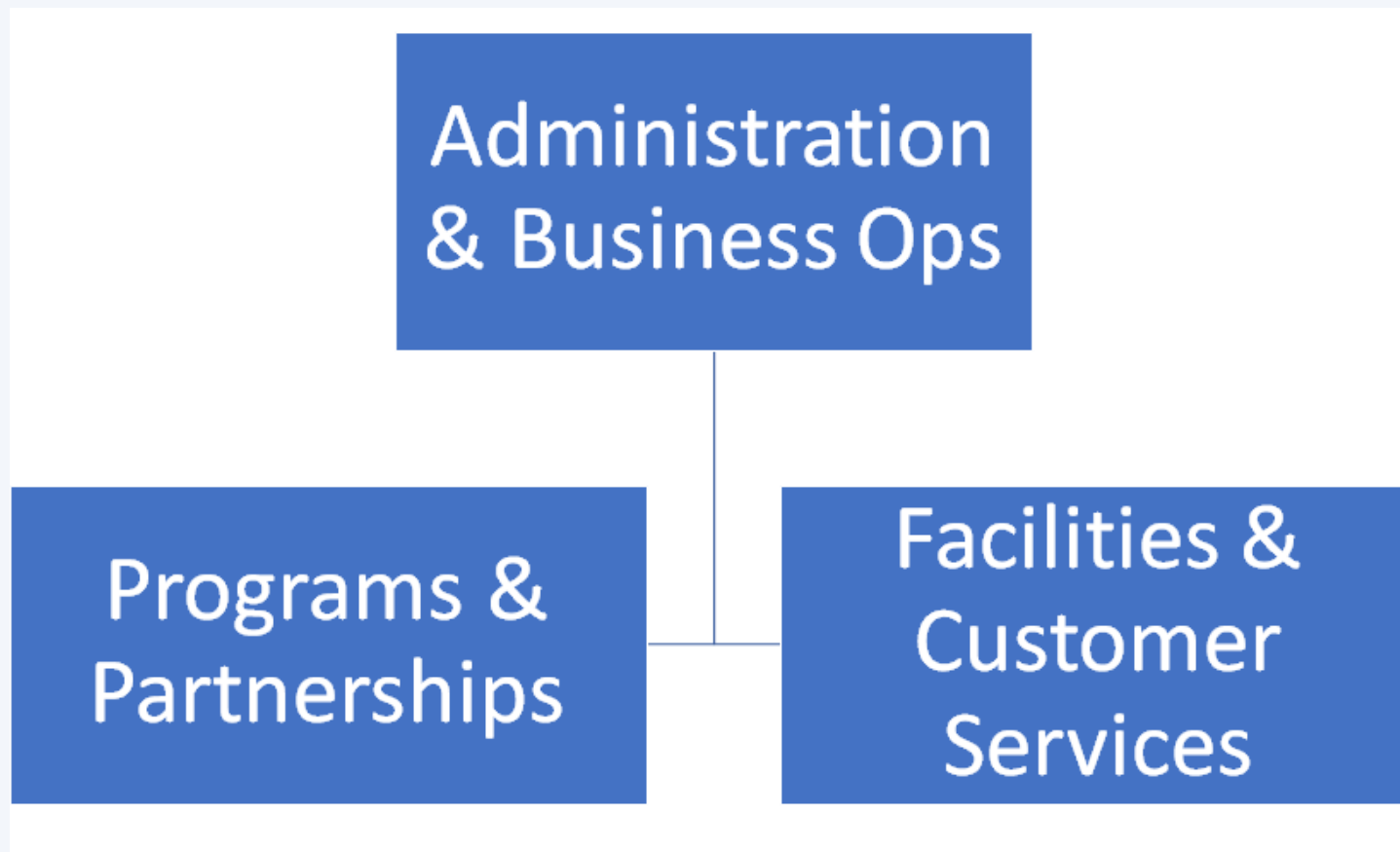
3 Mostly Music in the Park concerts, a community art project, policy/planning work, art gallery exhibits.

MICEC will be open for participants engaged in scheduled activities, only (like summer camp and drop-in sports).

Building hours/days: 41 hours weekly, Tues-Sat; +19 possible extended hours Mon-Sat



# 2022 Functions



# 2022 Potential Programs & Services

## ALL of the 2021 programs and services, PLUS:

Enhanced summer camp (pending review of 2021)

More gym rentals

### More and more varied drop-in activities

More special events support

More robust Arts Council workplan

More outdoor rec activities and programs (including mixed age/family programs)

### Full-scale rentals in the facility

Development and offering of preschool-aged programming

### Development and offering of programming for seniors that are socially-focused

Community partnerships & volunteers

Therapeutic/adaptive/specialized recreation services (evaluation and development of in-house programming)

### Fitness Center

Development and offering of school in-service days or break programming (if possible)

MICEC fully open to the public in 2022!

Building hours/days: 64 hours weekly, Mon-Sat; +28 possible extended hours Mon-Sun



# 2022 Budget Preview

<b>ARTS &amp; RECREATION</b> <i>as of 7/2021</i>	<b>2019</b> Budget Actuals	<b>2021</b> Amended Budget	<b>2022</b> Adopted Budget	<b>2022</b> Estimate for future amended
<b>REVENUES</b>	<b>\$ 1,804,357</b>	<b>\$ 614,880</b>	<b>\$ 717,013</b>	<b>\$1.5M - \$1.7M</b>
<b>EXPENDITURES</b>	<b>\$ 2,947,729</b>	<b>\$ 1,247,003</b>	<b>\$ 837,311</b>	<b>\$2.1M - \$2.4M</b>

The table above depicts preliminary budgetary figures for recreation and arts programs and services, and excludes some interrelated expenditure line items that are found in parks maintenance accounts (such as athletic field maintenance). Those latter line items have not been the focus of the Reset Team's 2022 budget development work and, therefore, are not included in the table above. The 2022 initial estimates shown below will continue to evolve as input is received and services and programs are refined. Staff estimates the costs to deliver the suite of recreation services in FY 2022 will vary between \$2.1 to \$2.4 million, depending on the programs offered as part of the Reset Strategy.



# Timeline for Implementation



# Input Needs & Options

- ❑ Does the timing/pace of implementation of the Reset Strategy work? Should it be implemented more quickly or slowly?
- ❑ Is the content of the proposed program and service delivery portfolio acceptable? Are there particular service areas or programs for which City Council would like Staff to prepare additional budgetary options for consideration this fall?
  - Services proposed do not include funding for Summer Celebration. If Council prefers to include Summer Celebration in 2022, at what service level?
  - Services proposed do not include beach front lifeguarding. Should a lifeguarding program be offered in 2022?



# Next Steps and Motion

## Next steps:

- Staff incorporating feedback on 2022; will bring budget proposal to City Council as part of citywide biennial budget amendment this fall.
- PRC discussing, adopting and referring policies.
- Staff busily preparing for 2021 and 2022 programs and services; implementing Reset work.

## Motion:

Accept the *Strategy for the Mercer Island Community and Event Center and Recreation Programs and Services* and direct staff to return in the fall with the 2022 proposed budget.







## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5909**  
**July 6, 2021**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5909: 2021 City Council Liaison to Mercer Island Chamber of Commerce	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Appoint a Councilmember to serve as liaison to the Mercer Island Chamber of Commerce.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	City Council
<b>STAFF:</b>	Sarah Bluvas, Economic Development Coordinator
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Approved Project Scope in 2021 Chamber of Commerce Partnership Agreement
<b>CITY COUNCIL PRIORITY:</b>	3. Implement an economic development program.

### SUMMARY

The purpose of this agenda bill is to appoint a 2021 City Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.

### BACKGROUND

On March 16, the City Council approved the scope of work for the 2021 Partnership Agreement (Exhibit 1) with the Mercer Island Chamber of Commerce ("Chamber"). As part of this partnership, City leadership and the Chamber Board of Directors ("Chamber Board") agreed to create a Liaison position to enhance communications between City Council and the Chamber Board.

### CHAMBER LIAISON APPOINTMENT PROCESS

Section 2.3C(6) of the City Council [Rules of Procedure](#) states that the Mayor, in consultation with the Deputy Mayor, appoints Councilmembers to serve as liaisons to advisory boards and commissions and to serve on standing City Council committees, ad hoc committees, local committees, and certain regional committees. While this Section does not prescribe the process for appointing a Councilmember as a liaison to a local organization's board, staff believe that the process used for appointing Council liaisons can be adapted for this new position.

Accordingly, to complete the 2021 appointment, staff advised the Mayor to solicit interest in serving as the liaison from the City Council. If no Councilmembers have expressed interest in serving prior to the meeting or if multiple Councilmembers have expressed interest, staff recommend the following process for completing the 2021 appointment:

1. Open the floor for nominations. Any Councilmember may nominate a candidate; no second is needed.

2. Once there are no further nominations, the Mayor declares nominations closed.
3. If only one (1) nomination is made, the Mayor will appoint that nominee as the Council Liaison and call for a motion to confirm the appointment.
4. If multiple nominations are made, the Mayor and Deputy Mayor will discuss the nominations outside of the July 6 meeting and then appoint a Council Liaison at the July 20 Regular City Council Meeting.

Once appointed, the Council Liaison will serve until December 31, 2021. Pending any future partnership agreements between the City and the Chamber, the Mayor may decide to extend the appointment or to appoint a new Council Liaison.

### **CHAMBER LIAISON ROLE & RESPONSIBILITIES**

The Council Liaison to the Chamber Board will serve a key role in fostering the relationship between the City and the Chamber. In service of this role, the Council Liaison's responsibilities will include:

- Attending Chamber Board meetings and engaging in discussion as a non-voting participant (as requested);
- Meeting with the City's Economic Development Coordinator and the Chamber Executive Director semi-monthly;
- Representing to the Chamber Board the majority position of the City Council (if asked and known);
- Promoting a positive relationship between the City and the Chamber;
- Giving the City Council timely reports on Chamber activities at regular City Council meetings and taking the lead on discussion items before the City Council that pertain to the Chamber; and
- Performing any other duties that are mutually agreed to by the City and the Chamber.

These suggested responsibilities are modeled on the liaison responsibilities outlined in Section 8.15 of the City Council Rules of Procedure. After the Mayor appoints the Council Liaison to the Chamber Board, the Economic Development Coordinator will work with the Council Liaison and the Chamber Executive Director to specify the responsibilities.

### **RECOMMENDATION**

Appoint a Councilmember to serve as the 2021 Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.

**Exhibit “A”  
Scope of Work**

In its 2021-2022 budget, the City of Mercer Island (“the City”) included a goal to “establish a citywide economic development program.” The City and the Chamber enter into this agreement to document assistance that the Chamber will provide in support of this goal as set forth below in 2021. Under this Agreement, the Chamber shall perform the following services on behalf of the City:

**A. Continue COVID-19 Pandemic Support (CPD Work Plan Goal 4.2)**

1. Collaborate with the City’s Economic Development Coordinator (“Coordinator”) to facilitate the economic recovery of Mercer Island businesses, including:
  - i. Meeting with Coordinator weekly to share business support needs, Chamber efforts and communications, and other COVID-19 related issues as they arise; and,
  - ii. Communicating City recovery efforts and assistance to Mercer Island businesses by means of the Chamber website, e-newsletters, events, and meetings using contact information for such entities provided and updated by the City (900+ business email contacts).
2. Serve on the MInext Steering Committee and assist in developing, implementing, and connecting Mercer Island businesses with marketing support.
3. Maintain a virtual forum for engaging Mercer Island businesses and Mercer Island residents during COVID-19 restrictions on business and community activities, including:
  - i. Organizing and hosting one business education session per quarter for Mercer Island businesses on topics relevant to Island businesses presented by subject-matter experts, provided that any business that is not a member of the Chamber may be required to pay a fee for such events;
  - ii. Co-hosting quarterly networking breakfasts with the Six-Chamber Networking Group;
  - iii. Hosting a non-partisan virtual candidate forum prior to the 2021 Primary and General elections for Mercer Island City Council candidates, provided that the Chamber shall not be permitted to endorse any such candidates; and,
  - iv. Sharing pandemic-related information, including reopening guidelines, vaccination updates, and other pertinent information with Mercer Island businesses.
4. Such other or alternative services as may be agreed to by Coordinator and Chamber.

**B. Contribute to Long-Range Economic Development Planning Efforts (CPD Work Plan Goals 4.3, 4.4, and 4.5)**

1. Represent Mercer Island businesses with respect to City economic development planning, Town Center code updates, and other related topics and initiatives as requested. Projects slated for the 2021 calendar year include:
  - i. Town Center Commercial Feasibility Study
  - ii. Town Center Parking Study
2. Represent the City and Mercer Island businesses in the Chamber’s capacity as a member of the East King Chambers Coalition, which voices and advocates for the interests of the Eastside business community with the State Legislature and creates a variety of opportunities to connect lawmakers and business leaders, including:
  - i. Virtual Legislative Breakfast
  - ii. Virtual Chamber Day(s)

- iii. Virtual Legislative Wrap-Up
- 3. As requested, work with the Coordinator to collect specific input from and distribute information to Mercer Island businesses to facilitate the City's future year planning efforts, including but not limited to:
  - i. Designing and conducting no more than two surveys of Mercer Island businesses on issues relevant to the City's proposed or established economic development plans; and,
  - ii. Acting as a resource for businesses considering locating or expanding on Mercer Island by offering guidance on the Mercer Island business climate, regulations, and opportunities.

**C. Strengthen Relationships Between the City and Local Business Community (CPD Work Plan Goals 4.6 and 4.7)**

- 1. Provide Mercer Island businesses access to City information and resources through the Chamber's digital platforms, including:
  - i. Linking to City website via Chamber website (City links to Chamber website via City site);
  - ii. Promoting business-relevant City-sponsored events, activities, and other projects by means of Chamber e-mail (167 Chamber members; distribution list includes 380+ contacts; City will provide additional business contact list for 900+ email contacts);
  - iii. Promoting business-relevant City-sponsored events, activities, and other projects by means of Chamber digital calendar of events; and
  - iv. Promoting business-relevant City-sponsored events, activities, and other projects by means of Chamber social media platforms as requested.
- 2. Host and promote two opportunities for City staff to communicate directly with Mercer Island businesses and Mercer Island residents at monthly Chamber luncheons (by virtual means until COVID-19 restrictions permit in-person meetings).
- 3. Provide quarterly written reports via the established quarterly report template to the Coordinator as to the services provided by the Chamber under this agreement, including:
  - i. Updates on Mercer Island business openings/closings and other pertinent activities at Mercer Island business district locations;
  - ii. Calendar of Chamber events for the prior and next calendar quarter; and,
  - iii. Any interactions with the Mayor's appointed City Council liaison to the Chamber Board of Directors.



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5892**  
**July 6, 2021**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5892: 2020 Community Member of the Year Nomination	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Receive nominations for the 2020 Community Member of the Year award and select a nominee.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	City Council
<b>STAFF:</b>	Benson Wong, Mayor Deborah Estrada, City Clerk
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Community Member of the Year Recipient History
<b>CITY COUNCIL PRIORITY:</b>	n/a

### SUMMARY

This agenda bill is to receive nominations from City Councilmembers and to select a nominee for the 2020 Community Member of the Year award.

#### BACKGROUND

Each year at the end of the City Council's annual Planning Session, Councilmembers nominate and select a Mercer Island resident to honor as the Community Member of the Year for the previous year. The selected nominee is honored at a City Council meeting and a framed photo of the honoree is hung in the Council Chambers lobby to commemorate this distinction.

Due to the Pandemic, the 2021 Planning Session was shortened as it was held remotely, and the City Council did not have the opportunity to discuss the 2020 Community Member of the Year award. At Tuesday's meeting the City Council will make nominations for the award and vote to select one nominee to honor at a future Council meeting.

#### COMMUNITY MEMBER OF THE YEAR POLICY

The past recipients of the award are listed in Exhibit 1. The City Council Rules of Procedure, as adopted May 18, outline the current criteria for nomination and selection of the Community Member of the Year as follows:

- The Community Member of the Year is an annual tradition of recognizing an individual or group ("honoree") who is otherwise unrecognized for his/her/their contributions to making the Mercer Island community a great place to live and work. The honoree shall be selected based on the following criteria:

- Significant service accomplishments within the past year;
- The quality, scale, and duration of the benefits to the community resulting from the accomplishments;
- The amount of time and energy devoted to the community beyond the scope of normal responsibilities;
- The nature of the challenges faced and overcome by the honoree; and
- The extent of previous recognition received by the honoree (e.g., the nominee is an “unsung hero”).

### **NEXT STEPS**

Following the City Council’s selection of a nominee, staff will invite the nominee to an upcoming City Council meeting so the City Council may formally recognize their contributions to the Mercer Island community.

### **RECOMMENDATION**

Receive nominations for the 2020 Community Member of the Year and vote to select one nominee for the award.



## CITY OF MERCER ISLAND COMMUNITY MEMBER OF THE YEAR AWARD RECIPIENTS

### 2019

The 2019 recipients are **David and Kendra Uhler**, who have gone above and beyond to make the Mercer Island community a great place to live. They accepted their award online during the July 21 (2020) Council Meeting, held by video conference due to the COVID-19 Pandemic.

Not only have the Uhler's given their own time and talent in 2019, but they have also been instrumental in coordinating a variety of all-volunteer efforts in response to the 2020 Coronavirus pandemic. David has led City volunteers in responding to calls of service from our most vulnerable residents, distributing masks to every citizen in need, and assisting the Youth and Family Services Department with donations management. The Uhlers volunteered more than 500 hours during the Pandemic alone and are truly committed to the Mercer Island community - the depth and consistency of their support for all of their neighbors is commendable and deeply appreciated.

### 2018

The 2018 recipients are **Lisa and Rino Caruccio**, who have been greatly involved in the community since becoming residents in 2006, and who opened a unique state-of-the-art culinary event center (Caruccio's) in the Town Center in 2017 to expand their community support and involvement. Their children went through the Mercer Island Schools and have been involved in the City's VOICE service program, National Charity League, and high school sports. The Caruccio's are St. Monica parishioners, regular donors to Mercer Island Youth and Family Services, and key donors to the Mercer Island Schools Foundation.

Through their event center, Lisa and Rino are happy to nurture the community and encourage people to build relationships and treasure them. For example, they employ Fare Start employees, helping people with barriers to employment get the skills they need for a real career; prepare and donate 20 full Thanksgiving meals for Mercer Island Youth and Family Services; support local youth and schools by offering a special rate for school organizations; create an inviting space for "Celebration of Life" events on the island; and host the popular Wine Wednesday event, bringing 150-200 people together for food, wine, and live music at community tables. Lisa and Rino also take special care and interest in their senior friends across the street at the Aljoia retirement community, know them by name, and make sure they always feel treated like royalty. The Caruccio's are truly passionate about and committed to the Mercer Island community - the breadth and depth of their support for the people and the culture on this Island is commendable and deeply appreciated.

### 2017

The 2017 recipients are **Laurie and Victor Raisys**, who have made a significant impact on the community as residents and as owners of Island Books. As third generation Islanders, Laurie and Victor bought Island Books in July of 2015 after careers at Microsoft and have worked diligently to preserve the sense of community found at the bookstore and enhance this local legacy ever since.

Supporting the Mercer Island community and giving back to local organizations is second nature to Laurie and Victor. They have sponsored special events like the Mercer Island Youth and Family Services Giving From The Heart Breakfast & Shopping Day, the Mercer Island Schools Foundation Breakfast, the Farmers Market, Summer Celebration, and supported the local business community through the Mercer Island Chamber of Commerce, where Victor is a board member.

## 2016

At the June 5, 2017 Council Meeting, the Council named **Terry Moreman** as 2016 Citizen of the Year. She has advocated for Mercer Island residents big and small. She has appeared at numerous City Council meetings and served on countless boards and committees. She has influenced the decision-making process on everything from school functions to Town Center's revitalization.

Terry is a 38-year Island resident and served as the Executive Director of the Mercer Island Chamber of Commerce for over 25 years, producing well-received events like Town Center trick-or-treating and Art UnCorked. In addition to building a strong and respected business core in Mercer Island, she has also played a significant role in the success of so many organizations: Historical Society, Sister City Association, Farmers Market, Boys and Girls Club, PTA, Mercer Island Preschool Association, Community Fund, and the Mercer Island Schools Foundation.

## 2015

At the July 5, 2015 Council Meeting, the Council honored **Nancy Stewart** as the 2015 Citizen of the Year. Nancy Stewart moved to Mercer Island in 1981, with her husband Judge Wayne Stewart, and has used music and songwriting to build local community and bring generations together ever since. She's known for enthusiastic appearances at all manner of Island festivals and events, in the library, the local bookstore, and City's community center. Her Sing With Our Kids program began as a pilot project on Mercer Island in 2012, in which she created, tested, and documented singing events that foster early learning and literacy, while connecting children to their surroundings. Her program goal has always been to create a national model that any school, library, family or community can use – free of cost.

Nancy explains her passion: "Musicians don't choose to become musicians. It's what they are. What they are born to be. Music chooses them. It's not about money; it's about loving music. It's about getting to share something that they love more than themselves."

## 2014

Council selected **Roger and Nancy Page** -owners of Island Books- as 2014 Citizens of the Year. Founded in 1973 by Lola Deane, Island Books was already a beloved fixture in the community when Roger Page came to work there as a part-time Christmas gift wrapper in 1984. Intrigued by the business, Roger was soon promoted to bookseller, then floor manager, and in 1991 he offered to buy the store. The Pages' business and personal goal is to serve the community in a welcoming and caring manner, which includes hosting special events and countless fundraisers over the years. Many Islanders, for example, will recall the 2,000 midnight attendees at a Harry Potter release, with bookstore staff in costume. To date, the Pages have raised more than \$300,000 in donations to a variety of community causes, are widely known by many Islanders.

## 2013

This year, the Council selected **Mercer Island Preschool Association (MIPA)** as 2013 Citizen of the Year.



Founded in the 1920's, MIPA was one of the first community groups to organize on the Island and has maintained an enduring focus on education and advocacy, community building and parks. As a group of volunteers, its guiding principle is an unswerving commitment to the education and well-being of children from birth through Kindergarten, often working in conjunction with the City. For example, in partnership with the City's Youth and Family Services Department, MIPA provides funding for pre-school scholarships for families in need; and with the City's assistance, MIPA supports emergency preparedness in the preschools. And annually MIPA recognizes an outstanding preschool teacher via its Exceptional Educator award. In October 2013, the City opened a very special, ADA-accessible, remodeled playground at Luther Burbank Park which celebrates the importance of play for children of all physical abilities: MIPA provided design assistance and almost \$100,000 in donations toward the project. In its 80+ years of existence, MIPA has been a tremendous contributor to the sense of community all Islanders enjoy, and fully deserves this honor.

## 2012

The City Council selected **Fran Call** as 2012 Citizen of the Year in honor of her extensive service to the community. For 26 years Ms. Call taught English, history and outdoor fitness at the Junior High and Middle Schools on the Island and is known for her motivational talents and no-nonsense but caring nature. Always an outdoor enthusiast, she developed a legendary outdoor fitness program, a "*P.E. Plus*" class, that had kids running, bicycling, hiking, canoeing, and learning survival skills. Motivated students could even join an annual self-supported bike ride led by Ms. Call to various destinations across the country. Since her retirement 20 years ago, Fran hasn't even considered slowing down, instead starting a walking group for people over 55, offered through the Mercer Island Parks and Recreation Department.

## 2011

The City Council presented the 2011 Citizen of the Year award to **Dr. Michael Copass**. He is one of the founding fathers of the Medic One Program – a medical system that Medical Professionals worldwide continue to study and emulate. For thirty-five years, he was the Director of Emergency Services for Harborview Medical Center – the only Level 1 Trauma Center in a five-state region. He continues to be the Medical Director of Medic One for the Seattle Fire Dept, and the UW Paramedic Training program which trains ALL of the paramedics in Seattle and King County. Dr. Copass founded Airlift Northwest in 1982, a nonprofit air ambulance service that is unrivaled anywhere in the United States and is responsible for saving thousands of lives. Dr. Michael Copass is a legend in the Fire and EMS community. He has demanded excellence from those that have worked for him or in his programs. His work ethic and devotion to patients is legendary. No single person has done more for the health of this community than Dr. Copass.

## 2010

The City Council chose **Susan Kaplan and Terry Pottmeyer** as the 2010 Citizens of the Year for their decades of selfless service to the Mercer Island community. Susan and Terry chaired the Mercerversary 50 Committee in 2010 and helped provide a wonderful celebration that acknowledged the past and welcomed the future. Months of preparation, planning, and effort went into creating the anniversary event. A website was created to post stories and lists of longtime residents, a brief history of the Island, and celebration events. A hugely successful birthday party was planned with special recognitions of 80+ year residents and welcomes extended to those who had just arrived. Cakes were cut, candles blown out, and many recognitions were given to those instrumental in the development of Mercer Island as a City.

Susan and Terry have both been active in PTA at every level, from the Preschool Association to the Mercer Island High School and received recognition and numerous awards for their work. They have both been board members and the President of Mercer Island Schools Foundation, the Mercer Island School Board, and the Mercer Island Community Fund. They have been members of the Committee for Mercer Island Public Schools (CIMPS) and the committee to raise money for the new Mercer Island High School Band uniforms. Susan and Terry have both been involved in the MIYFS Foundation and the Mercer Island Youth & Family Services Giving from the Heart Breakfast steering committee. Both Susan and Terry work to build a strong community. They make community connections, start and follow through with new initiatives, and have given countless hours and selfless acts to the betterment of our community.

## 2009

The City Council presented the 2009 Citizen of the Year award to **Blair Rasmussen**, executive director of the Mercer Island Boys & Girls Club and former NBA player, in honor of his service to the community's children and families. The award recognizes Rasmussen's leadership as executive director of the Mercer Island Boys & Girls Club, where he spearheaded the development and construction of the PEAK youth facility. The 41,300-square-foot PEAK facility will house the new Mercer Island Boys Girls Club, a teen center, infant and child care centers, and a multi-sport field house. The \$15 million facility opened in August 2010. Prior to heading the PEAK project, Rasmussen helped lead the remodel of St. Monica's, sat on the board of the Boys and Girls Club, and coached a number of Island youth sports teams. A 15-year resident of the Island, Rasmussen and his wife, Sarah, have five children, Christine, Sam, Sabrina, Joe, and Jack.

## 2008

The 2008 Citizen of the Year Award honors not one, but dozens of Island residents. On Monday, July 6, 2009 the Mercer Island City Council announced "**the organizers and volunteers of the inaugural 2008 Mercer Island Farmers Market**" as the much-anticipated Citizen of the Year. This group was recognized for their contributions to providing a vibrant community setting that offers fresh, locally grown foods, promotes and supports sustainable agriculture, and connects residents to each other and to local farmers. The Mercer Island Farmers Market enables residents to purchase local food from local farmers and in doing so, contribute to the local economy.

## 2007

"Tonight we honor a fixture in our community who has been involved in almost everything for decades," said Mayor Jim Pearman in naming **Jim Trombold** the 2007 Citizen of the Year on June 16, 2008. In addition to being a respected physician and Rotarian, Trombold was a community activist, environmentalist, and defender of Mercer Island parks.

Jim was a Rotarian who served as president from 2005 to 2006, the chair of the Planet Earth committee, an avid lover and defender of the Mercer Island parks system. He fought to preserve and improve Mercerdale Park, including the establishment of a group native garden. He helped set up the display of crosses at Mercerdale Field by Vietnam Veterans against the war in Iraq. In 2005-06, when he was president of MI Rotary, he helped expand support for the Half-Marathon to raise money for colon cancer awareness.

## 2006

Longtime Mercer Island residents, **Margaret and Kenneth Quarles** were chosen as the 2006 Citizen of

the Year for their generous and selfless contribution to the City's park and open space system this year. The Quarles' were the owners of pristine open space located west of East Mercer Way and adjacent to Pioneer Park. In 2006, the Quarles agreed to transfer this rare open space property consisting of nearly 7 acres to the City of Mercer Island in order to preserve this property for park and recreation purposes.

This significant gift to the City will serve as a lasting legacy to the family's strong ties to the Mercer Island community and represents their strong desire to preserve the property from potential future development while providing recreational trail opportunities for future generations.

## 2005

The City Council chose **Ben Wolfe** as the 2005 Citizen of the Year. Ben was hired by the Mercer Island School District in 1963. For his first two years he taught French. In 1965 he was appointed as the Vice Principal of North Mercer Junior High. He worked in that position until 1980. During his time at North Mercer Junior High, Ben was in charge of much of the disciplinary process, as the Vice Principal. He was a very stern administrator as far as following the rules and the law. Ben developed a very close working relationship with the police and fire departments during this time. His quick wit and outstanding personality were always a hit.

Ben used to refer to himself as the "Captain of the North Precinct" because he felt as if he was the cop in the school for us at the Junior High School. Soon this nickname spread, and Ben was proud of this nickname. Ben would call the department and say this is Captain Wolfe from the North Precinct and I have one in custody for you. In 1980 Ben was appointed as the Director of Maintenance Operations for the Mercer Island School District. He worked in this capacity until he retired in June of 1992. Ben had 36 total years of working in the field of education, 29 of which were with Mercer Island. Ben made several trips to Europe and enjoyed talking about his experiences there. A good joke or war story usually started the meetings he attended serving as a citizen volunteer on the City's Police and Fire Disability Board. Ben served 15 years and was the Board Chairman for many years.

## 2004

He's been called the godfather of Puget Sound transportation and credited with coining the phrase "we don't want to hear it, see it or smell it" as a condition of Interstate 90's expansion across the Island. His colleagues have said that "He's flunked retirement several times", with a career in public service that has spanned six decades **Aubrey Davis** is honored with the 2004 Citizen of the Year Award.

Aubrey first moved to Mercer Island in 1960 and was elected to the Mercer Island City Council in 1968, remaining on the Council until 1978. He served as mayor for two terms from 1970 to 1973. Throughout the years since leaving the Mercer Island City Council, he has headed the regional office of the U.S. Department of Transportation and has led the federal Urban Mass Transit Administration.

He served 32 years on the Group Health Board of Trustees, including eight terms as chair and in 1988, was named president and CEO of Group Health a position he held for four years. Aubrey retired after serving more than 12 years on the Washington State Transportation Commission and remained active on the transportation committee at the Puget Sound Regional Council and on the committee reviewing the options for replacement of the Highway 520 Bridge. He also served on the Citizens' Oversight Panel monitoring Sound Transit.

## 2003

City Council members honored **Myra Lupton** for being an involved citizen in every sense of the word.

She was complimented for being an independent thinker. Mayor Alan Merkle said. “She is one person who has been able to praise and criticize in one breath, and we feel good about both.” Ms. Lupton retired from teaching English in January 1992 after 31 years with the Bellevue School District. She has been active in numerous civic committees on Mercer Island, including the local chapter of the League of Women Voters.

## 2002

**Jan Deveny** was chosen as Citizen of the Year for 2002 in recognition of his 28 years of service as Mercer Island’s Public Safety Director. His law enforcement career spanned almost 40 years, during which he was President of the Washington Association of Sheriffs and Police Chiefs and active in the International Association of Chief of Police. He was a tireless supporter of Special Olympics and co-founded the Washington Law Enforcement Torch Run.

## 2001

The 2001 Citizen of the Year was **Eugene Ferguson**. Eugene “Gene” Ferguson received the Council’s appreciation for his 25 years of service to the children and families of Mercer Island. As Band Director and long-time music educator, Eugene worked tirelessly to introduce music into the lives of thousands of Mercer Island students. He made great contributions to the success of the music program in the Mercer Island School District bringing it national, state, and local acclaim.

## 2000

**Don Cohen** received the 2000 Citizen of the Year award for his decade of service on the Mercer Island Planning Commission. Having served as its Chairman for four years, Don contributed to the development of many important pieces of land use legislation including the Mercer Island Comprehensive Plan, Critical Lands Ordinance, Mega-House Ordinance, and the Unified Land Development Code. Don garnered respect for his experience, sense of fairness, environmental advocacy, leadership, and legal knowledge.

## 1999

For the second year in a row, the Citizen of the Year award went to a large group -- the **Aircraft Noise Abatement Committee**. This group of over 260 citizens vigilantly opposed operational and policy changes proposed by the Federal Aviation Administration that would cause increased aircraft noise over Mercer Island. Committee members: **Ira Appelman, Charlie Barb, Jim Gilchrist, Carol Heltzel, Tom Heltzel, Lorelei Herres, Tom Hildebrandt, Elizabeth Huber, Françoise Martin, Maxine Misselwitz, Ted Misselwitz, Phil Ohringer, Fran Ohringer, Kevin Peck, Sue Stewart, and Nick Vedder.**

## 1998

**The Clergy Association** was chosen because the Council was so appreciative of their overwhelming support and advocacy for affordable housing. This group was not used to taking political or public stands and yet became a moving force in our community. Their support culminated in the purchase of Ellsworth House in 1999. They also had developed a chaplain support group for the Public Safety Department. Association members: **Bill Clements, Woody Carlson, Paul Fauske, Wynton Dunford, David Rose, Lisa Gelber, Richard Johnson, John Bowman, Carla Berkedal, Randal Gardner, Jack Olive, Eric Newberg, Jeff Holland, Michael Bush, Frederic Harder, Susan Price, Dale Sewall, Jean Davis, John Fellows, Kimbrough Besheer, and Marlow Schoop.**

## 1997

**Pat Braman** was active for many years as a teacher and union activist. But her nomination came from a year of devoting personal time to bring the Youth Asset training to Mercer Island Schools. This program was part of another position she held as the City’s only representative on the Community Network of

Mid-East King County. These Networks were formed by the legislature to meet the challenge of increasing youth violence and teen pregnancy. Pat's work on both these projects took time and energy to find funds from the private sector and to advocate for people in the community to get trained to be more supportive of kids.

## 1996

**Faye Whitney** was honored for her 20 years of service to seniors and youth on Mercer Island. She had just completed Blossoms and Burgers, an event that partners the seniors at the Parks and Recreation Department with the Crest Learning Center. She helped start and run this event for many years. She also is active in the Council on Aging and Meals on Wheels program. She volunteered at the Mercer Island Thrift shop since 1978, raising funds for Youth and Family Services.

## 1995

The year that **John Steding** died, we realized that he had given many years of service to our community and that the Council had not yet recognized someone who was active in the schools. With this in mind, the Council posthumously awarded John Steding its Citizen of the Year. John was the keeper of the statistics for most sports at Mercer Island High School.

## 1994

**Pam Eakes** was chosen this year because of her national activities for Mothers Against Violence in America (MAVIA). In the year that she started this organization, it had grown to 30 chapters across the state. This organization has grown nationally and has also created a school-based group called Students Against Violence Everywhere (SAVE).

## 1993

By 1993, the Council felt that rules of how and why we chose a Citizen of the Year would be helpful. At that time, we felt that we wished to make the award fun and meaningful to us all. We agreed to a set of criteria that would guide the Council in its selection of its Citizen of the Year.

That year there were two nominations of people who had similar activities and were of similar advanced age. Instead of waiting for another year, we agreed to honor them both. **Anna Matheson** was very active in starting and maintaining the Council on Aging. This group had advocated for seniors and had been instrumental in starting Meals on Wheels, transportation for seniors by volunteers, and many other senior support activities. **Delores Erchinger** was volunteer extraordinaire for the Chamber of Commerce. She often called every business member to remind them of the monthly Chamber Meetings and worked countless hours answering the phones there. She further volunteered at the Council on Aging and helped start the Historical Society.

## 1992

The third year the Fire Department brought the Council the name of an unsung hero that they wished to see honored – **Dr. Floyd Short**. He was the trainer for all the firefighters to become emergency medical technicians (EMT). He created the first trained EMTs who were able to provide first response before the Medic One arrived. When Hunter Simpson, then president of Physio-Control donated a defibrillator to the Mercer Island Fire Department, Dr. Short began training fire fighters in its use. His experiment got him a 20-year volunteer position as trainer.

## 1991

The second year, the Council decided to pick a member of the community who had been active in many

different ways. They chose **John Nelson** because he had served as founding member and president of the Arts Council, was a member at large for the Youth and Family Services Board, was active starting and running the Rotary Marathon, volunteered to be a starter at the annual all school track meet, was on the Community Fund board and as such had acted as auctioneer at various auctions. He also was very active in Mercersversery, the occasion of the 25th year since the City of Mercer Island incorporated. Whenever there was a task for volunteers, John was there helping. John ran for City Council in 1994 and won. He served four years before stepping down to become a Regional Governor for Rotary.

## 1990

The first citizen of the year was **Barbara Swier**. She was thanked by the Council for organizing daffodil bulb planting in Mercer Island's Central Business District. She had single-handedly organized volunteers to plant the Town Center with bulbs to make a great splash of color in the spring. Her work was done with little help from the City and was much appreciated. Since the Council did not have a citizen of the year award at that time, the Council recognized her at a regular meeting.

That same year, the Council also thanked **Phil Flash** for organizing a volunteer litter patrol along the sides of roads. He demonstrated his further commitment to Mercer Island as Santa at the Merchant's Munch, as a member of the Historical Society and participant on many community occasions.



# 2021 PLANNING SCHEDULE

Item 13.

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

NOTE - Regular Meetings begin at 5:00 pm from June 16, 2020 through December 31, 2021. Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

JULY 20		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE   TIME   TOPIC					STAFF	
<b>EXECUTIVE SESSION</b>						
120	Potential Litigation					
<b>SPECIAL BUSINESS</b>						
20	2020 Community Member of the Year Award Presentation				Mayor Wong	
<b>CONSENT AGENDA</b>						
--	AB 5903: Development Code Amendment ZTR19-004 Small Cell / Wireless Facilities (Ord. No. 21C-12 Second Reading)				Jeff Thomas/Alison Van Gorp	
--	AB 5905: 2021-2022 Counseling Services Interlocal Agreement with the Mercer Island School District				Ali Spietz/Tambi Cork	
--	AB xxxx: Booster Chlorination System Bid Award				Rona Lin	
--	AB xxxx: Parks Deferred Maintenance Bid Award				Alaine Sommargren	
--	AB 5911: Modification ILA with IFIT-KC				Ed Holmes	
--	AB 5912: July 2, 2021 Payroll Certification				Ali Spietz	
<b>REGULAR BUSINESS</b>						
30	AB xxxx: Town Center Parking Study Project Scope Update				Sarah Bluvas/Jeff Thomas/ Jason Kintner/Ed Holmes	
30	AB 5903: Development Code Amendment ZTR19-004 Small Cell / Wireless Facilities (Ord. No. 21C-12 Second Reading)				Jeff Thomas/Alison Van Gorp	
<b>EXECUTIVE SESSION</b>						
	If Needed					

AUGUST 3 (POTENTIALLY CANCELED)		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE   TIME   TOPIC					STAFF	

AUGUST 17 (POTENTIALLY CANCELED)		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE   TIME   TOPIC					STAFF	

<b>AUGUST 31 SPECIAL MEETING</b>		DD	FN	CA	Clerk	CM
ABSENCES: Dave Rosenbaum (Remote)						
Special Meeting Notice:						
Public Hearing Notice:						
ITEM TYPE   TIME   TOPIC				STAFF		
<b>STUDY SESSION</b>						
<b>CONSENT AGENDA</b>						
--	AB xxxx: Childhood Cancer Awareness Month, Proclamation No. XXX				Deb Estrada	
--	AB xxxx: Volunteer Appreciation, Proclamation No. XXX				Deb Estrada/Ryan Daly	
<b>REGULAR BUSINESS</b>						
15	AB xxxx: <b>Public Hearing:</b> on Interim Ordinance No. 21C-xx for Outdoor Dining				Sarah Bluvas	
	AB xxxx: 2021-2022 Work Plan Update				Jessi Bon	
	AB xxxx: First Reading: Financial Management Policies (Council Ad hoc Committee)				Matt Mornick	
	AB xxxx: Boards & Commission Appointments – Round 2 (Resolution No. XXXX)				Deb Estrada	
	AB xxxx: Potentially Dangerous Dog Ordinance (Ord. No. 21C-04 First Reading)				Bio Park	
<b>EXECUTIVE SESSION</b>						

<b>SEPTEMBER 7 - CANCELED</b>		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE   TIME   TOPIC				STAFF		

<b>SEPTEMBER 21</b>		DD	FN	CA	Clerk	CM
ABSENCES:						
ITEM TYPE   TIME   TOPIC				STAFF		
<b>STUDY SESSION</b>						
30	AB xxxx: Youth & Family Services Emergency Assistance Update				Tambi Cork	
<b>CONSENT AGENDA</b>						
--	AB xxxx: Chinese American WWII Veterans Proclamation				Deb Estrada/Benson Wong	
--	AB xxxx: National Recovery Month Proclamation				Deb Estrada/Benson Wong	
--	AB xxxx: National Preparedness Month Proclamation				Jennifer Franklin	
--	AB xxxx: Mayor's Day of Concern for the Hungry Proclamation				Deb Estrada/Benson Wong	
--	AB xxxx: Potentially Dangerous Dog Ordinance (Ord. No. 21C-04 Second Reading)				Bio Park	
<b>REGULAR BUSINESS</b>						
45	AB xxxx: Emergency Ordinance to address state mandated code amendments				Jeff Thomas/Alison Van Gorp/Eileen Keiffer	
60	AB 5906: Development Code Amendment ZTR19-003 Signage (Ord. No. 21C-xx First Reading)				Jeff Thomas/Alison Van Gorp	
30	AB xxxx: Q2 2021 Financial Status Update, Budget Amending Ordinance (Ord. No. XX-XX)				Matt Mornick	



45	AB xxxx: Second Reading: Financial Management Policies (Council Ad hoc Committee)	Matt Mornick	<i>Item 13.</i>
<b>EXECUTIVE SESSION</b>			