



CITY OF MERCER ISLAND

CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, October 20, 2026 at 5:00 PM

MERCER ISLAND CITY COUNCIL:

Mayor David Rosenbaum, Deputy Mayor Daniel Becker,
Councilmembers: Lisa Anderl, Julie Hsieh,
Craig Reynolds, Wendy Weiker, and Ted Weinberg

LOCATION & CONTACT:

MICEC – Slater Room Council Chambers and via Zoom
8236 SE 24th Street | Mercer Island, WA 98040
206.275.7793 | www.mercerisland.gov

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

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

Individuals wishing to speak live during Appearances (public comment period) must register with the City Clerk at 206.275.7793 or cityclerk@mercerisland.gov before 4 PM on the day of the Council meeting. Each speaker will be allowed to speak for three (3) minutes. A timer will be visible to online to speakers, City Council, and meeting participants.

Written comments may be sent to the City Council at council@mercerisland.gov.

Join the meeting at 5:00 PM (Appearances will start sometime after 5:00 PM) by:

- **Telephone:** Call 253.215.8782 and enter Webinar ID 893 8046 5353 and Password 730224
 - **Zoom:** Click this [link](#) (Webinar ID 893 8046 5353; Password 730224)
 - **In Person:** Mercer Island Community & Event Center – Slater Room Council Chambers (8236 SE 24th Street, Mercer Island, WA 98040)
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MEETING AGENDA

CALL TO ORDER & ROLL CALL, 5:00 PM

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

CITY MANAGER REPORT

1. City Manager Report
2. City Council Q&A Matrix

APPEARANCES

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

CONSENT AGENDA

3. AB 7011: October 9, 2026 Payroll Certification

Recommended Action: Approve the October 9, 2026 Payroll Certification in the amount of \$1,036,631.71 and authorize the Mayor to sign the certification on behalf of the entire City Council.

4. City Council Regular Hybrid Meeting Minutes of October 6, 2026

Recommended Action: Approve the City Council Regular Hybrid Meeting Minutes of October 6, 2026.

5. AB 7012: Certification for Claims Paid September 16, 2026 through September 30, 2026

Recommended Action: Approve the September 16, 2026 through September 30, 2026 Accounts Payable Certification of Claims in the amount of \$1,831,151.59 and authorize the Mayor to sign the certification on behalf of the entire City Council.

6. AB 7013: Approval of the 2027-2028 ARCH Administrative Budget and Work Program

Recommended Action: Approve the ARCH 2027-2028 Administrative Budget and Work Program, including Mercer Island's contributions of \$103,925 in 2027 and \$109,334 in 2028.

REGULAR BUSINESS

7. AB 7015: Public Hearing 2027–2028 Preliminary Biennial Budget and Review: Operating Budget and Work Plan - *Packet Materials added October 15, 2026*

Recommended Action:

1. Receive the 2027-2028 Preliminary Biennial Budget available at www.mercerisland.gov/27-28budget, conduct a Public Hearing on 2027-2028 Preliminary Budget, and provide feedback on the Operating Budget (pages D-1 through D-29 of Exhibit 1) and the 2027-2028 Work Plan (pages A-19 through A-24 of Exhibit 1).
2. Move to authorize the Ad-Hoc Finance Committee to work with City staff to review Eastside Fire & Rescue's proposed 2027–2028 contract costs, including personnel costs, overtime costs, and administrative fees, and report back to the City Council on November 17, 2026, with findings and a recommended budget approach for 2027–2028.

8. AB 7016: Animal Control Code Update (Ordinance No. 26C-15, First Reading)

Recommended Action: Schedule Ordinance No. 26C-15 for second reading and adoption on November 3, 2026.

9. AB 7019: Planning Commission Restructure (Ordinance No. 26C-16, First Reading)

Recommended Action: Schedule Ordinance No. 26C-16 for second reading and adoption on November 3, 2026.

OTHER BUSINESS

10. Planning Schedule

11. Councilmember Absences & Reports

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7011
October 20, 2026
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 7011: October 9, 2026 Payroll Certification	☐ Discussion Only
RECOMMENDED ACTION:	Approve the October 9, 2026 Payroll Certification in the amount of \$1,036,631.71.	☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution

DEPARTMENT:	Administrative Services
STAFF:	Ali Spietz, Chief of Administration Nicole Vannatter, Interim Human Resources Administrator
COUNCIL LIAISON:	n/a
EXHIBITS:	1. October 9, 2026 Payroll Certification 2. FTE/LTE Counts
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This agenda item is to approve the City of Mercer Island payroll certification for the period from September 16, 2026 through September 30, 2026 in the amount of \$1,036,631.71 (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 occur at the next regularly scheduled public meeting. The Payroll Certification details the total payment to employees for labor performed and benefits payments made for each payroll. The City is on a semi-monthly payroll schedule with payments on the 10th and 25th of each month.

ISSUE/DISCUSSION

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

Additional payments:

Description	Amount
Leave cash outs for current employees	\$8,238.28
Leave cash outs for terminated employees	\$2,264.89
Service and recognition awards	\$0.00
Overtime earnings (see chart for overtime hours by department).	\$25,450.11
Total	\$35,953.28

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	
Municipal Court	
Police	187.00
Public Works	96.75
Thrift Shop	7.75
Youth & Family Services	
Total Overtime Hours	291.50

NEXT STEPS

FTE/LTE COUNTS

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

Casual Labor

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

RECOMMENDED ACTION

Approve the October 9, 2026 Payroll Certification in the amount of \$1,036,631.71 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION

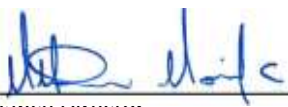
Item 3.

PAYROLL PERIOD ENDING **09.30.2026**
PAYROLL DATED **10.09.2026**

Net Cash	\$	701,591.58
Net Voids/Manuals	\$	-
Net Total	\$	701,591.58
Federal Tax Deposit	\$	118,465.96
Social Security and Medicare Taxes	\$	76,218.21
State Tax (California & Oregon)	\$	817.87
State Tax (California)	\$	5.51
Family/Medical Leave Tax (California & Oregon)	\$	56.01
Public Employees' Retirement System (PERS Plan 2)	\$	33,341.57
Public Employees' Retirement System (PERS Plan 3)	\$	11,005.93
Public Employees' Retirement System (PERSJM)	\$	760.25
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	19,286.55
Regence, Kaiser & LEOFF Trust Medical & Dental Insurance Deductions	\$	15,684.17
Domestic Partner Medical Insurance Deductions	\$	3,922.53
Health Care - Flexible Spending Account Contributions	\$	3,711.61
Dependent Care - Flexible Spending Account Contributions	\$	1,500.83
MS Roth IRA Contributions	\$	1,199.78
MS 457 Deferred Compensation Contributions	\$	44,556.85
Garnishments (Chapter 13)	\$	1,216.03
Tax Wage Garnishment	\$	-
Child Support Wage Garnishment	\$	899.79
Mercer Island Employee Association Dues	\$	257.50
AFSCME Union Dues		
Police Union Dues		
Standard - Supplemental Life Insurance	\$	228.14
Unum - Long Term Care Insurance	\$	176.90
AFLAC - Supplemental Insurance Plans	\$	193.37
Nationwide - Pet Insurance	\$	(233.41)
Transportation - Flexible Spending Account Contributions	\$	208.00
Miscellaneous	\$	(1,857.20)
Oregon Transit Tax and Oregon Benefit Tax	\$	9.94
Washington Long Term Care	\$	3,407.44
Tax & Benefit Obligations Total	\$	335,040.13

TOTAL GROSS PAYROLL	\$ 1,036,631.71
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



 Finance Director

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

FTE AND LTE COUNTS AS OF 9/30/2026

Full Time Equivalents (FTEs)	2026 Budgeted	2026 Actual
Administrative Services	14.50	15.50
City Attorney's Office	2.00	2.00
City Manager's Office	3.00	3.00
Community Planning & Development	17.00	16.00
Finance	9.00	9.00
Municipal Court	3.10	3.10
Parks, Recreation & Facilities	27.25	26.25
Police	37.50	37.50
Public Works	47.00	45.00
Youth & Family Services	11.93	11.93
Thrift Shop	3.00	3.00
Total FTEs	175.28	172.28
Limited Term Equivalents (LTEs)	2026 Budgeted	2026 Actual
Administrative Services	1.00	0.00
City Manager's Office	1.00	1.00
Community Planning & Development	2.00	5.00
Parks, Recreation & Facilities	2.75	1.75
Public Works	2.00	3.00
Youth & Family Services	2.83	2.43
Thrift Shop	6.50	7.60
Total LTEs	18.08	20.78
Total FTEs & LTEs	193.36	193.07

FTE Vacancies:

- 1.0 Deputy Public Works Director
- 1.0 Planning Manager
- 1.0 Recreation Facility Supervisor
- 1.0 Utilities Team Member



CITY COUNCIL MINUTES REGULAR HYBRID MEETING OCTOBER 6, 2026

Item 4.

CALL TO ORDER & ROLL CALL

Mayor Dave Rosenbaum called the Regular Hybrid Meeting to order at 5:00 pm in the Slater Room Council Chambers at the Mercer Island Community & Event Center, 8236 SE 24th Street, Mercer Island, Washington.

Mayor Dave Rosenbaum and Deputy Mayor Daniel Becker Councilmembers Julie Hsieh, Wendy Weiker, and Ted Weinberg attended in person. Councilmembers Lisa Anderl and Craig Reynolds attended via Zoom.

PLEDGE OF ALLEGIANCE

Councilmember Weinberg led the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Weinberg; seconded by Becker to:

Approve the agenda as presented.

PASSED: 7-0

FOR: 7 (Anderl, Becker, Hsieh, Reynolds, Rosenbaum, Weiker, and Weinberg)

CITY MANAGER REPORT

City Manager Jessi Bon reported on the following items:

- **Council, Boards & Commission Meetings:**
 - City Council Regular Meeting, Tuesday, October 20 at 5:00 pm
 - Utility Board Meeting, Tuesday, October 13 at 5:00 pm
- **City Updates:**
 - King County Metro Sewer Project is nearing completion. Both driving lanes have been restored to SE 36th Street and final paving of the I-90 trail between 96th Avenue and East Mercer Way is being completed this week. Landscaping will be completed over the next eight weeks before the trail reopens.
 - Reservoir Tank Improvements – Planned work on the South Reservoir began in September for the upcoming one-year coating warranty inspection.
- **Upcoming Events:**
 - Fall Recycling Event – October 17 – 9:00 am – 3:00 pm – Boat Launch
 - Town Center Trick or Treat – October 30 – 4:00 – 6:00 pm – Participating businesses throughout Town Center
- **News:**
 - YFS Annual Back-to-School Program – This annual program supports Island families in need with school supply gift cards for various retail locations. YFS assisted 46 families

APPEARANCES

Addie Smith spoke about being a hate crime survivor.

CONSENT AGENDA

AB 6998: September 10, 2026 Payroll Certification

Recommended Action: Approve the September 10, 2026 Payroll Certification in the amount of \$1,016,390.42 and authorize the Mayor to sign the certification on behalf of the entire City Council.

AB 7000: September 25, 2026 Payroll Certification

Recommended Action: Approve the September 25, 2026 Payroll Certification in the amount of \$1,048,477.54 and authorize the Mayor to sign the certification on behalf of the entire City Council.

City Council Regular Hybrid Meeting Minutes of September 15, 2026

Recommended Action: Approve the City Council Regular Hybrid Meeting Minutes of September 15, 2026.

AB 7001: Certification for Claims Paid August 28, 2026 through September 15, 2026

Recommended Action: Approve the August 28, 2026 through September 15, 2026 Accounts Payable Certification of Claims in the amount of \$2,576,333.01 and authorize the Mayor to sign the certification on behalf of the entire City Council.

AB 7002: Domestic Violence Awareness Month, Proclamation No. 398

Recommended Action: Approve Proclamation No. 398 proclaiming October 2026 as Domestic Violence Awareness Month on Mercer Island.

AB 7003: Arbor Day, Proclamation No. 399

Recommended Action: Approve Proclamation No. 399 proclaiming the fourth Saturday in October as Arbor Day on Mercer Island.

AB 7004: Indigenous Peoples' Day, Proclamation No. 400

Recommended Action: Approve Proclamation No. 400 proclaiming October 12, 2026 as Indigenous Peoples' Day on Mercer Island.

AB 7005: 2025 Asbestos Cement Water Main Replacement Project Bid Award

Recommended Action: Award the 2025 AC Water Main Replacement project to Kar-Vel Construction; authorize the City Manager to execute a contract with Kar-Vel Construction in an amount not to exceed \$3,246,075; and set the total project budget to \$4,753,322.

AB 7007: Ezee Fiber Franchise Agreement (Ord. No. 26-14, Second Reading)

Recommended Action: Adopt Ordinance No. 26-14, approving a telecommunications franchise agreement with Ezee Fiber.

AB 7008: Pressure Reducing Valve Station Replacements Project Phase 2 Bid Award

Recommended Action: Award Phase 2 of the PRV Station Replacements project to Fury Site Works Inc.; authorize the City Manager to execute a contract with Fury Site Works Inc. – a Washington-based corporation – in an amount not to exceed \$1,732,213; and set the total project budget at \$2,148,356.

AB 7010: MIYFS Foundation Donation Acceptance

Recommended Action: Accept the additional one-time donation of \$95,852 from the Mercer Island Youth and Family Services Foundation to hire a 0.6 FTE High School Counselor for the 2026-2027 school year and authorize the City Manager to sign the Funding Acceptance Agreement memorializing the donation.

AB 7017: ESHB 2015 Public Safety Grant Award

Recommended Action: Authorize the City Manager to accept a grant awarded in the amount of \$2,138,299 from the Washington State Criminal Justice Training Commission to support public safety initiatives within Mercer Island, execute the grant agreement, and accept all grant renewals as required.

It was moved by Weinberg; seconded by Becker to:

Approve the Consent Agenda and the recommendations contained therein.

PASSED: 7-0

FOR: 7 (Anderl, Becker, Hsieh, Reynolds, Rosenbaum, Weinberg, and Weiker)

REGULAR BUSINESS

AB 7009: Introduction to the 2027-2028 Preliminary Biennial Budget and Overview of the 2027-2032 Capital Improvement Program (CIP)

Finance Director Matt Mornick presented the 2027-2028 Preliminary Biennial Budget and the schedule for reviewing the Budget. He noted that City Council feedback received will be incorporated into the Budget for final review and adoption on December 1, 2026.

Finance Director Mornick explained that the Budget consists of two parts: an Operating Budget, which funds programs, day-to-day services, and policy initiatives, and a Capital Budget, which authorizes funding for the first two years of the six-year Capital Improvement Program (CIP). He noted that Operating revenues are both restricted and unrestricted, while Capital revenues are mostly restricted to specific purposes. Finance Director Mornick presentation focused on the Capital Budget, including its funding sources, the decline of Real Estate Excise Tax (REET) revenues, and the work the City Council Finance Ad Hoc Committee to revise the CIP.

Chief of Operations Jason Kintner presented the proposed 2027-2028 Capital Budget priorities:

- Luther Burbank Waterfront: Replace aging docks, improve shoreline habitat, and improve ADA access along Lake Washington.
- MICEC HVAC System: Replace and modernize the 20+ year old system at the Mercer Island Community & Event Center.
- 9655 SE 36th Street Building: Phased improvements for the 9655 Building.
- Pedestrian Improvements: Build Phase 1 of Island Crest Way shared use path and make ADA improvements above the new water supply line.
- Sewer Conveyance System: Continue the multiyear system upgrade.
- Long Range Planning: Update the PRO's Plan, Water System Plan, and General Sewer Plan, and develop a Stormwater System Plan.

AB 7018: Discuss Potential Restructure of the Planning Commission

City Manager Jessi Bon presented a review of the Planning Commission's structure after nearly two years in its current format. She summarized the 2024 restructure, the Commission's current structure, and the current vacancy and. City Manager Bon stated that if the City Council wished to restructure the Commission, staff recommends suspending the recruitment and retaining the applications received thus far. She also described the Commission's previous structure and the direction staff would need to proceed with a restructure.

It was moved by Rosenbaum; seconded by Becker to:

Direct the City Manager to prepare and return to the City Council, at the earliest practicable meeting, an ordinance to restructure the Planning Commission to include the following:

- **5 members;**
- **Includes a residency requirement;**
- **No compensation;**
- **Applicants who have an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development as evidenced by training or experience are encouraged to apply; a broad mix of occupational backgrounds is desired.**

PASSED: 7-0

FOR: 7 (Anderl, Becker, Hsieh, Reynolds, Rosenbaum, Weiker and Weinberg)

It was moved by Weinberg; seconded by Becker to:

Suspend the City Council Rules of Procedure requiring filling vacant Planning Commission positions within 60 days or as soon as reasonably practicable to allow time for the City Council to consider options to restructure the Planning Commission.

PASSED: 7-0

FOR: 7 (Anderl, Becker, Hsieh, Reynolds, Rosenbaum, Weiker and Weinberg)

OTHER BUSINESS

Planning Schedule

City Manager Jessi Bon spoke about the November 3 City Council meeting.

Councilmember Absences and Reports

Deputy Mayor Becker noted there was a King County Solid Waste Committee meeting.

Councilmember Weinberg noted there was a K4C meeting, and his next monthly open lunch is on October 18 at Pagliacci Pizza at 12:00 pm.

Councilmember Reynolds spoke about the October 1 Parks & Recreation Commission meeting.

Councilmember Hsieh reminded the community about the Dart route 204, all of the activity flyers at the Community Center, and noted her next monthly open coffee is on October 23 at Asa at 1:00 pm.

Mayor Rosenbaum noted the last Farmer's Market is this Sunday.

City Council was in recess from 7:00pm - 7:05pm

EXECUTIVE SESSION

At 7:05 pm, Mayor Rosenbaum convened an Executive Session in Room 104 at the Mercer Island Community & Event Center, 8236 SE 24th Street, Mercer Island, WA and via Microsoft Teams for approximately 60 minutes until 8:05 pm.

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

Mayor David Rosenbaum and Deputy Mayor Daniel Becker and Councilmembers Julie Hsieh, Wendy Weiker, and Ted Weinberg participated in person. Councilmember Lisa Anderl and Criag Reynolds participated via MS Teams.

City Attorney Bio Park participated in person and other staff participated in person and via MS Teams.

At 8:05 pm, Mayor Rosenbaum extended the Executive Session for 5 minutes to 8:10 pm.

At 8:10 pm, Mayor Rosenbaum extended the Executive Session for 5 minutes to 8:15 pm.

At 8:15 pm, Mayor Rosenbaum extended the Executive Session for 5 minutes to 8:20 pm.

At 8:20 pm, Mayor Rosenbaum extended the Executive Session for 5 minutes to 8:25 pm.

Mayor Rosenbaum adjourned the Executive Session at 8:25 pm.

At 8:25 pm Mayor Rosenbaum reconvened the meeting.

It was moved by Rosenbaum; seconded by Becker to:

Authorize the City Manager to proceed with settlement in City of Mercer Island v. Campbell as discussed in Executive Session

PASSED: 6-0

FOR: 6 (Becker, Hsieh, Reynolds, Rosenbaum, Weiker and Weinberg)

ABSENT: 1 (Anderl)

ADJOURNMENT

The Regular Hybrid Council Meeting adjourned at 8:27 pm.

Attest:

Dave Rosenbaum, Mayor

Andrea Larson, City Clerk



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7012
October 20, 2026
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 7012: Certification for Claims Paid September 16, 2026 through September 30, 2026	☐ Discussion Only ☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution
RECOMMENDED ACTION:	Approve the Accounts Payable Certification for Claims paid September 16, 2026 through September 30, 2026 in the amount of \$1,831,151.59.	

DEPARTMENT:	Finance
STAFF:	Matt Mornick, Finance Director LaJuan Tuttle, Deputy Finance Director Ashley Olson, Accounts Payable Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Certification for Claims Paid September 16 - September 30, 2026
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to approve the September 16, 2026 through September 30, 2026 Accounts Payable Certification of Claims in the amount of \$1,831,151.59 (see Exhibit 1).

BACKGROUND

Claims refer to all external payments that are made to satisfy the obligations of the City, regardless of how payments are processed (e.g., through warrants, checks, electronic funds transfers, etc.). [RCW 42.24.080](#) requires that all claims presented against the City must be certified by the appropriate official to ensure that the claims are just, true, 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.

ISSUE/DISCUSSION

The Accounts Payable Certification of Claims (see Exhibit 1) includes a table that summarizes the claims paid September 16, 2026 through September 30, 2026:

The table combines printed checks and electronic payments. The disbursement method is identified by the Method code in the first column of the table:

- **Check Register** includes printed accounts payable checks.
- **Direct Disbursement** includes wire transfers. Note that “check” numbers are two digits to easily identify them as distinct from printed checks.
- **Electronic Funds Transfer** includes EFT/ACH payments. “Check” numbers started at 5000 for this payment type.

RECOMMENDED ACTION

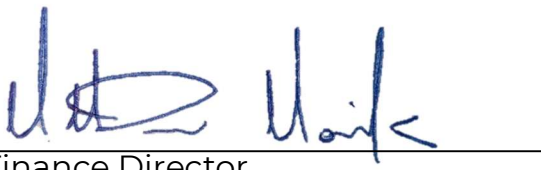
Approve the September 16, 2026 through September 30, 2026 Accounts Payable Certification of Claims in the amount of \$1,831,151.59 and authorize the Mayor to sign the certification on behalf of the entire City Council.



City of Mercer Island

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

Date	Method	Checks	Warrant	Total Amount
09/17/26	Check Register	228420-228495	09172026	\$905,176.52
09/17/26	Electronic Funds Transfer	5441 – 5449	EF 0917	\$225,524.57
09/24/26	Check Register	228496-228543	09242026	\$161,538.98
09/24/26	Electronic Funds Transfer	5450 - 5464	EFT 0924	\$538,911.52
GRAND TOTAL:				\$1,831,151.59



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7013
October 20, 2026
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 7013: Approval of the 2027-2028 ARCH Administrative Budget and Work Program	☐ Discussion Only ☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution
RECOMMENDED ACTION:	Approve the 2027-2028 ARCH Administrative Budget and Work Program, including Mercer Island's contributions of \$103,925 in 2027 and \$109,334 in 2028	

DEPARTMENT:	Community Planning and Development
STAFF:	Jeff Thomas, Director Alison Van Gorp, Deputy Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. ARCH Memo Re: ARCH 2027-28 Budget and Work Program 2. ARCH Memo Re: Trust Fund parity Goals, Funding for Affordable Housing and Credit for Investments through ARCH
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to seek approval from the City Council on the A Regional Coalition for Housing's (ARCH) 2027-2028 Administrative Budget and Work Plan.

- ARCH is an intergovernmental coalition of 15 cities and King County focused on affordable housing, of which the City of Mercer Island is a member.
- The [ARCH interlocal agreement](#) (ILA) requires each member jurisdiction to approve the Administrative budget and work plan each year.
- The member jurisdictions collectively fund ARCH's operations as well as the Housing Trust Fund.
- The ARCH Administrative budget totals \$3,022,407 for 2027 and \$3,179,284 for 2028, of which Mercer Island is asked to contribute \$103,925 and \$109,334, respectively (Exhibit 1).
- In 2027-2028, ARCH's work plan includes priorities such as working to secure dedicated revenue sources for affordable housing and continuing to expand the pipeline of affordable housing projects in East King County (Exhibit 1).

- ARCH staff have prepared updated “parity goals” that represent a recommended range for contributions to the Housing Trust Fund (Exhibit 2). Mercer Island’s parity goals range from \$54,623 to \$114,137.
- The City’s preliminary 2027-2028 Biennial Budget includes \$103,925 in 2027 and \$109,334 in 2028 for the ARCH Administrative Budget. The preliminary budget also includes a \$35,000 annual contribution to the Housing Trust Fund in 2027 and 2028.

BACKGROUND

ARCH was established in 1993 by an [Interlocal Agreement](#) to create and preserve affordable housing throughout the greater East King County community. Member jurisdictions include Beaux Arts Village, Bellevue, Bothell, Clyde Hill, Hunts Point, Issaquah, Kenmore, King County, Kirkland, Medina, Mercer Island, Newcastle, Redmond, Sammamish, Woodinville, and Yarrow Point. By participating in ARCH, member cities are part of a joint and cooperative undertaking to collectively plan for and provide affordable housing in East King County communities. ARCH staff serve as additional housing staff to each member city and coordinate with member city staff in various housing-related projects, plans and services.

Like other local government members, Mercer Island contributes annually to ARCH to provide administrative support for the organization’s housing activities and capital support for the creation and preservation of affordable housing. The coordinated approach used by ARCH provides for an efficient use of resources in fulfilling each member city’s obligations under the Washington State Growth Management Act (GMA) to make adequate provisions for the existing and projected housing needs of all economic segments of the community (RCW 36.70A.070(2)), as well as sharing resources with regional partners in the provision and administration of affordable housing.

The ARCH Housing Trust Fund (HTF) enables the member jurisdictions to pool resources to directly fund affordable housing development and preservation projects. The HTF typically funds projects that create housing that is affordable for households earning 60% of the area median income or less. In the Seattle-Bellevue, WA HUD Metro FMR Area, the median family income for a four-member household in 2026 is \$164,400.

Mercer Island also receives direct support from ARCH staff in implementing affordable housing policies and programs locally, including monitoring of the affordable units created through the affordable housing requirement in the Town Center. In addition, ARCH staff have provided support with technical and policy considerations for the Comprehensive Plan Housing Element and compliance with State legislative mandates, including HB 1220, HB 1110, and HB 1337.

ISSUE/DISCUSSION

ARCH 2027-2028 ADMINISTRATIVE BUDGET AND WORK PROGRAM

Administrative Budget

The ARCH Executive Board develops and approves a biennial Administrative Budget and Work Program that is advanced to member councils for approval. The 2027-2028 Administrative Budget and Work program was approved by the ARCH Executive Board in June 2026 (Exhibit 1). The Administrative Budget supports the staffing and other costs associated with implementing the 2027-2028 work program (summarized below). Per the direction of the Executive Board, the Administrative Budget maintains existing staffing levels.

The ARCH Administrative Budget totals \$3,022,407 for 2027 and \$3,179,284 for 2028. The 2027 budget represents a 6.9% increase over the 2026 budget, and the 2028 budget is a 5.2% increase over 2027 (see Exhibit 1, page 3). This increase is driven primarily by cost-of-living adjustments, increasing benefit costs, and other operating expenses tied to inflationary pressures. There was also a significant increase related to the cost of in-kind services for insurance and information technology support.

Each ARCH member pays a share of the Administrative Budget. The member contributions are calculated based on a proportionate share of the base operating budget determined by the population of each member jurisdiction, plus a share of the monitoring and stewardship costs for the rental housing program based on the number of housing units currently in the program. Mercer Island currently has 28 units in the affordable housing incentive program.

In 2027, Mercer Island's share of the Administrative Budget is \$103,925 or 3.4% of ARCH's total operating budget. This represents a 5.6% increase over the City's 2026 contribution. For 2028, Mercer Island's contribution increases to \$109,334, an annual increase of 5.2%.

Work Program

The ARCH Work Program (see Exhibit 1, page 5) was adopted in June 2026 by the ARCH Executive Board and includes the following priorities for 2027-2028:

- Continue to expand the pipeline of affordable housing projects in East King County through partnerships and development of special projects, including projects on public, nonprofit and faith-owned land.
- Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County and ensure that countywide sources benefit ARCH communities.
- Implement education and engagement efforts with ARCH member stakeholders (including staff, planning commissioners, elected officials) and community members to increase affordable housing support, connections and leadership in the region.
- Convene coalition members to develop targeted legislative priorities related to funding for affordable housing, reducing barriers to affordable housing development, and supporting regional approaches to affordable housing.
- Complete implementation of select recommendations from ARCH's Governance Study to streamline decision-making, increase alignment and empower the coalition to advance ARCH's mission.
- Support preservation of existing affordable housing through policy and funding solutions.
- Manage continued growth in the ARCH Rental Program by evaluating ways to redistribute staff resources and streamline program implementation.

The ARCH Work Program includes five core areas of work:

- I. **Affordable Housing Investment:** managing the HTF program, including providing technical assistance to prospective applicant projects, coordinating with other public and private funders, and running the annual project selection process.
- II. **Housing Policy and Planning:** assisting member cities with housing policy and planning, including housing element updates and housing action plans, as well as coordinating inter-local, regional, and state planning and legislative activities.
- III. **Housing Program Implementation:** administering local housing incentive and inclusionary programs, including development agreements, multi-family tax exemption (MFTE) programs, inclusionary requirements and voluntary density bonus programs, long-term monitoring and oversight of rental

and homeownership housing, including enforcement of affordability requirements, resale restrictions and owner-occupancy requirements.

- IV. **Education and Outreach:** providing information and education to member jurisdiction elected officials, planning commissions, staff as well as the public. Engaging communities in understanding and supporting affordable housing efforts. Providing assistance to community members seeking affordable housing and working to increase access to affordable housing for underserved communities.
- V. **Administration:** maintaining cost effective administration of ARCH's programs and services.

Local Work Program

The ARCH Work Program also includes capacity to assist member city staff with administration of local affordable housing programs and planning efforts, which is outlined in Attachment A (Exhibit 1, page 17). In 2027-2028, ARCH will support Mercer Island with the following:

- Monitoring and stewardship of 28 affordable rental units (located in the Hadley and Lunara apartments)
- Administering affordable housing code requirements
- Administering HTF investments
- Evaluating affordable housing policies related to adoption of permanent regulations for middle housing and ADUs
- Supporting implementation of land use and MFTE incentives as required under HB 1491
- Supporting City investment of any fee in lieu funds and exploring other potential funding sources to support affordable housing
- Evaluating any surplus public property that is identified for potential affordable housing purposes
- Considering land use incentives for faith owned land if potential sites are identified

HOUSING TRUST FUND (HTF) BUDGET

In addition to providing administrative support to ARCH, the City also contributes to the HTF to directly support the creation of affordable housing. These contributions play an important role in helping to meet the growing demand for affordable housing in East King County.

Parity Goals

In 1998, ARCH members established the concept of voluntary Parity Goals to encourage proportional member contributions for affordable housing development. These goals were designed to establish regional funding targets that are distributed among members based on population and projected housing and job growth. These goals provide a way to engage members on annual contributions to the ARCH Trust Fund and encourage a variety of forms of voluntary contributions to affordable housing, including land donations and fee waivers. ARCH updates Parity Goals on an annual basis to account for inflation. Information on actual contributions to the HTF in 2026 by ARCH member jurisdictions as well as the Parity Goals for each jurisdiction are available in Exhibit 2. Mercer Island's Parity Goals range from \$54,623 to \$114,137.

HTF Contribution

The Parity Goals provide a suggested contribution range; however, Mercer Island's HTF contribution is completely voluntary, and the amount is set by the City Council as a part of the Biennial Budget. The City's contributions to the HTF come from the City's General Fund, designated to ARCH for the purpose of creating

affordable housing. Funds contributed to the HTF are held in a centralized account at the City of Bellevue and earn interest.

The City contributed \$96,000 in 2018, \$50,000 in 2019, \$33,768 in 2020, and \$35,000 each year since 2021. A \$35,000 annual contribution to the HTF has been included in the City's Preliminary 2027-2028 Biennial Budget. The City Council may discuss proposals to adjust this amount during the Operating Budget discussion scheduled for Regular Business at its October 20 meeting.

NEXT STEPS

The City's Preliminary 2027-2028 Biennial Budget includes \$103,925 for 2027 and \$109,334 in 2028 for ARCH's 2027-2028 administrative budget. City Council approval of the ARCH 2027-2028 Work Program and Administrative Budget would affirm these funding levels.

The City's Preliminary 2027-2028 Biennial Budget also includes a \$35,000 annual contribution to the Housing Trust Fund. The City Council will consider and approve this funding as a part of the Biennial Budget process.

RECOMMENDED ACTION

Approve the ARCH 2027-2028 Administrative Budget and Work Program, including Mercer Island's contributions of \$103,925 in 2027 and \$109,334 in 2028.

Memo

To: ARCH Member Councils
From: Lindsay Masters, ARCH Executive Director
Date: July 14, 2026

Re: ARCH 2027-28 Budget and Work Program

Please find attached the 2027-28 ARCH Budget and Work Program, which was adopted by the ARCH Executive Board in June of 2026. Over the last two years, ARCH and its members have achieved significant milestones as we advanced a Strategic Plan to *Build More Affordable Housing Faster*:

- **Increasing Investment.** Approved investments in over 700 units of affordable housing and awarded a record amount of local funding in the last two funding rounds.
- **Growing the Housing Pipeline.** Expanded affordable housing development opportunities through efforts on public and faith-owned land.
- **Supporting Local Leaders.** Launched the pilot ARCH Council of Elected Officials (ACE) to deepen knowledge and commitment to affordable housing and regional collaboration among local leaders.
- **Tapping Industry Expertise.** Established an Eastside Investment Committee that brings industry experts together to advise ARCH on local funding recommendations.
- **Expanding Local Program Impact.** Assisted nearly 100 low- and moderate-income households to become homeowners and added close to 500 new affordable multifamily units in 16 projects created through local inclusionary programs, while continuing to steward long-term affordability of over 800 ownership and 2,700 rental homes.
- **Supporting Legislative Policy and Funding.** Expanded support for ARCH members to collaborate on legislative policy and funding, with recent successes including greater REET flexibility for affordable housing and new options to incentivize affordable housing on faith-owned land.

You may find a summary of ARCH's priorities for the next two years in our 2027-28 Work Program, which now includes jurisdiction-level snapshots of the work of ARCH with each of our members. Per the direction of the Executive Board, ARCH's 2027-28 Budget maintains existing staffing levels, with base member dues distributed based on updated population figures.

As rising costs continue to have the greatest impact on low-income households, your work to create truly affordable housing opportunities in our region is more important than ever. We look forward to building on our shared progress and are grateful for your continued commitment and partnership.

Beaux Arts Village • Bellevue • Bothell • Clyde Hill • Hunts Point
Issaquah • Kenmore • Kirkland • Medina • Mercer Island
Newcastle • Redmond • Sammamish • Woodinville • Yarrow Point • King County

Attachments:

1. 2027-28 ARCH Administrative Budget
2. 2027-28 ARCH Work Program



FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board
June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
I. TOTAL EXPENSES	\$ 2,720,754	\$ 2,827,690	\$ 3,022,407	\$ 3,179,284	6.9%	5.2%
A. Personnel	\$ 2,427,721	\$ 2,532,678	\$ 2,663,210	\$ 2,809,211	5.2%	5.5%
Salaries	\$ 1,848,491	\$ 1,911,173	\$ 2,029,427	\$ 2,149,263		
Benefits	\$ 579,230	\$ 621,505	\$ 633,783	\$ 659,949		
<i>14 FTEs (incl. 1 dedicated to Bellevue Housing Stability Program)</i>						
B. Operating	\$ 125,787	\$ 125,267	\$ 133,348	\$ 135,492	6.5%	1.6%
Rent & Utilities	\$ 42,000	\$ 44,133	\$ 52,497	\$ 54,072	19.0%	3.0%
Telephone	\$ 7,840	\$ 8,075	\$ 8,275	\$ 8,523	2.5%	3.0%
Internet	\$ 3,042	\$ 3,164	\$ 3,134	\$ 3,228	-0.9%	3.0%
Software licensing (website, database, etc.)	\$ 25,000	\$ 25,750	\$ 33,964	\$ 34,983	31.9%	3.0%
Travel/Training	\$ 7,150	\$ 7,365	\$ 9,800	\$ 10,094	33.1%	3.0%
IT Equipment Replacement / Bellevue software	\$ 8,600	\$ 5,000	\$ 8,286	\$ 6,678	65.7%	-19.4%
Office Supplies	\$ 2,700	\$ 2,678	\$ 2,758	\$ 2,841	3.0%	3.0%
Postage/Printing	\$ 2,500	\$ 2,678	\$ 2,678	\$ 2,758	0.0%	3.0%
Periodical/Membership	\$ 15,450	\$ 15,914	\$ 4,456	\$ 4,590	-72.0%	3.0%
Translation and Interpretation	\$ 5,000	\$ 5,150	\$ 1,500	\$ 1,545	-70.9%	3.0%
Misc. (furniture, events, job posting fees, etc.)	\$ 6,505	\$ 5,361	\$ 6,000	\$ 6,180	11.9%	3.0%
C. In-Kind Admin/Services	\$ 46,495	\$ 48,223	\$ 138,000	\$ 143,540	186.2%	4.0%
Insurance	\$ 33,280	\$ 34,611	\$ 68,000	\$ 70,040		
Bellevue IT Services	\$ 13,215	\$ 13,611	\$ 70,000	\$ 73,500		
D. Professional Services / Consulting	\$ 120,750	\$ 121,523	\$ 87,849	\$ 91,041	-27.7%	3.6%
Consultant Contracts	\$ 25,750	\$ 26,523	\$ 27,849	\$ 29,241		
Outside Legal Counsel	\$ 95,000	\$ 95,000	\$ 60,000	\$ 61,800		



FINAL 2027-28 ARCH Administrative Budget

Adopted by the ARCH Executive Board

June 2026

	2025-2026 Adopted Budget		Proposed 2027-28 Budget			
	2025	2026	2027	2028	% change '26-'27	% change '27-'28
II. TOTAL INCOME	\$ 2,720,754	\$ 2,827,690	\$ 3,022,407	\$ 3,179,284	6.9%	5.2%
A. Member Contributions (General Fund \$)	\$ 2,377,357	\$ 2,460,218	\$ 2,646,426	\$ 2,781,886	7.6%	5.1%
Beaux Arts Village	\$ 3,187	\$ 3,294	\$ 3,543	\$ 3,725	7.6%	5.1%
Bellevue	\$ 600,541	\$ 622,327	\$ 664,125	\$ 697,710	6.7%	5.1%
Bothell	\$ 172,748	\$ 178,110	\$ 195,861	\$ 206,246	10.0%	5.3%
Clyde Hill	\$ 11,205	\$ 11,553	\$ 12,314	\$ 12,967	6.6%	5.3%
Hunts Point	\$ 3,187	\$ 3,294	\$ 3,543	\$ 3,725	7.6%	5.1%
Issaquah	\$ 157,108	\$ 162,807	\$ 173,157	\$ 181,914	6.4%	5.1%
Kenmore	\$ 88,579	\$ 91,517	\$ 97,742	\$ 102,824	6.8%	5.2%
Kirkland	\$ 366,910	\$ 380,220	\$ 405,092	\$ 425,577	6.5%	5.1%
Medina	\$ 10,538	\$ 10,865	\$ 11,560	\$ 12,173	6.4%	5.3%
Mercer Island	\$ 95,259	\$ 98,405	\$ 103,925	\$ 109,334	5.6%	5.2%
Newcastle	\$ 50,076	\$ 51,819	\$ 55,293	\$ 58,124	6.7%	5.1%
Redmond	\$ 293,990	\$ 304,655	\$ 338,315	\$ 355,423	11.0%	5.1%
Sammamish	\$ 243,510	\$ 251,257	\$ 266,409	\$ 280,434	6.0%	5.3%
Woodinville	\$ 47,952	\$ 49,440	\$ 57,066	\$ 59,991	15.4%	5.1%
Yarrow Point	\$ 4,615	\$ 4,758	\$ 4,730	\$ 4,981	-0.6%	5.3%
King County	\$ 227,952	\$ 235,897	\$ 253,751	\$ 266,740	7.6%	5.1%
B. Bellevue Detail (General Fund + 1590)	\$ 776,623	\$ 814,799	\$ 860,106	\$ 905,108	6%	5%
Cash Contributions	\$ 315,522	\$ 338,836	\$ 270,311	\$ 283,712	-20%	5%
In-Kind Contributions	\$ 461,101	\$ 475,963	\$ 589,795	\$ 621,397	24%	5%
Personnel (Gen Fund + 1590)	\$ 414,606	\$ 427,740	\$ 451,795	\$ 477,857		
Insurance	\$ 33,280	\$ 34,611	\$ 68,000	\$ 70,040		
IT Services	\$ 13,215	\$ 13,611	\$ 70,000	\$ 73,500		
C. Other Income	\$ 167,315	\$ 175,000	\$ 180,000	\$ 190,000	2.9%	5.6%
Administrative Fees	\$ 165,000	\$ 135,000	\$ 100,000	\$ 100,000		
Interest Earnings	\$ 2,315	\$ 40,000	\$ 80,000	\$ 90,000		
III. RESERVES, CONTINGENT INCOME AND EXPENSES						
<i>Note: This section expresses intended use of any excess revenues above levels needed to cover basic operating costs, as authorized by the ARCH Board, and/or any agreement by an ARCH member to fund work under section 13 of the ARCH Interlocal Agreement</i>						
A. Contingent Expenses	\$ 450,000	\$ 450,000	\$ 500,000.00	\$ 500,000.00	11%	0%
Staffing/Administrative Expenses	\$ 150,000	\$ 150,000	\$ 200,000.00	\$ 200,000.00		
Other Services/Consulting	\$ 300,000	\$ 300,000	\$ 300,000.00	\$ 300,000.00		
B. Contingent Revenue	\$ 450,000	\$ 450,000	\$ 500,000.00	\$ 500,000.00	11%	0%
Excess Administrative, Service Fees	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000		
Grant Funding	\$ 145,000	\$ 145,000	\$ 150,000	\$ 150,000		
Board-Approved Reserves	\$ 155,000	\$ 155,000	\$ 200,000	\$ 200,000		

ARCH WORK PROGRAM: 2027-28

Adopted June 2026

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[Attachment A: Member Jurisdiction Work Program Summaries](#)

Introduction and Priorities for 2027-28

A Regional Coalition for Housing is a partnership of King County and East King County Cities that has successfully collaborated for over three decades to preserve and increase housing for low and moderate income households. ARCH works with its members to develop housing policies, strategies and regulations; efficiently administer housing programs; coordinate city investments in affordable housing; and assist people looking for affordable rental and ownership housing. The ARCH Work Program includes services that ARCH provides to individual member jurisdictions, as well as shared programs and activities coordinated for the benefit of all ARCH members.

2027-28 Priorities

In 2027-28, ARCH will elevate the following priorities in its Work Program:

1. Continue to expand the pipeline of affordable housing projects in East King County through partnerships and development of special projects, including projects on public, nonprofit and faith-owned land.
2. Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County and ensure that countywide sources benefit ARCH communities.
3. Implement education and engagement efforts with ARCH member stakeholders (including staff, planning commissioners, elected officials) and community members to increase affordable housing support, connections and leadership in the region.
4. Convene coalition members to develop targeted legislative priorities related to funding for affordable housing, reducing barriers to affordable housing development, and supporting regional approaches to affordable housing.
5. Complete implementation of select recommendations from ARCH's Governance Study to streamline decision-making, increase alignment and empower the coalition to advance ARCH's mission.
6. Support preservation of existing affordable housing through policy and funding solutions
7. Manage continued growth in the ARCH Rental Program by evaluating ways to redistribute staff resources and streamline program implementation.

I. AFFORDABLE HOUSING INVESTMENT

A. Local Investment Coordination and Administration

ARCH works on behalf of members to recommend and implement investment of public funding for the development and preservation of affordable housing. ARCH manages multiple types of funding through coordinated processes aimed at maximizing the impact of local investment and streamlining access to capital for affordable housing developers. Current programs include:

- **ARCH Housing Trust Fund.** Pooled funds contributed by ARCH members for investment in eligible projects anywhere within the ARCH sub-region.
- **Bellevue Housing Stability Program and Affordable Housing Fund.** Local 0.1% sales tax funds authorized by HB 1590 for capital, operations and maintenance and services in eligible projects within Bellevue; Fee in lieu funds and other one-time funds reserved for affordable housing.
- **Issaquah Inclusive Housing Investment Pool.** Local 0.1% sales tax funds authorized by HB 1590 and other local funds for eligible projects within Issaquah.
- **Other Local Housing Investments.** Other local funds that may be administered by ARCH in coordination with the Trust Fund include fee in lieu funds, levy funds, REET funds or other sources directed by individual cities.

ARCH's responsibilities fall into the following categories:

Investment Planning

- **Parity Goals.** Maintain annual goals for individual member investments through the ARCH Housing Trust Fund, while pursuing broader strategies to increase overall investment levels in affordable housing in East King County.
- **Project Pipeline Management.** Work with member cities and project sponsors to develop a robust pipeline of projects to be funded over the next five years (see related work on special projects, below). Actively vet potential projects, and lead funding policy and prioritization discussions with the ARCH Executive Board to facilitate planning and decision-making.
- **East King County Development Capacity.** Support existing affordable housing developers and owners, and work to expand the pool of development organizations interested in working in East King County. Connect East King County community-based organizations with developers, funding opportunities, and other resources geared at community driven development.

Funding Recommendations and Coordination

- **Competitive Annual Funding Round.** Advertise the collective set of available funds and manage competitive processes on behalf of member cities. Develop funding priorities and evaluation criteria for decision-makers, review funding applications and facilitate coordinated recommendations. For the ARCH Housing Trust Fund, facilitate final recommendations by the ARCH Executive Board and approvals through member councils.

- **Eastside Investment Committee.** In 2027-28, implement a streamlined advisory process that enhances funding coordination, leverages local dollars and ensures expert advice to members.
- **Public Funding Coordination.** Work collaboratively with public funders at the State and local levels to promote shared affordable housing goals and equitable geographic distribution of resources. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, TOD, etc.) and State (Tax Credit, State Housing Trust Fund, CHIP) resources. Provide input to the King County Joint Recommendations Committee (JRC) on behalf of participating Eastside jurisdictions. Assist with evaluating and making a recommendation regarding CDBG allocations for affordable housing.
- **Private Funding Coordination.** Work with private investors and lenders to maximize leverage of ARCH members' investments into affordable housing and negotiate public benefits from investment of housing funds. Engage with WSHFC on alignment of the ELAP and Evergreen Housing Impact Fund, both funded by Microsoft, to advance projects in the ARCH pipeline. Coordinate with Amazon to ensure projects in ARCH pipeline are considered for Amazon Housing Equity Fund program.

Contracting and Reporting

- **Contract Development and Administration.** Maintain updated standard legal templates. Prepare contract documents with legal counsel and facilitate execution of contracts with the Administering Agency (Bellevue). Review and approve disbursement of funds to awarded projects in accordance with executed contracts.
- **Reporting.** Maintain data for required reporting, including:
 - Centralized Trust Fund Reports. Work with Administering Agency to maintain records and produce regular financial reports for ARCH Trust Fund accounts.
 - HB 1406 Reports. Implement procedures to manage contributions, commitments and expenditures of pooled sales tax revenue authorized by HB 1406. Work with the Department of Commerce to ensure timely and complete reporting in compliance with state requirements.

B. Special Projects and Technical Assistance

ARCH provides expertise to advance special projects and initiatives that require unique financing, land use or partnership strategies that leverage significant development opportunities, including projects on underutilized public, nonprofit or faith community property. Activities include:

Surplus/Underdeveloped Public Property. Assist with evaluation of surplus or underutilized public property for suitability of affordable housing. Complete financial feasibility studies to inform potential property offerings and advise on strategy. Support ARCH members through the stages of feasibility analysis, RFP development, property offering, developer selection and contracting.

Nonprofit and Faith-Owned Land. Engage and provide technical assistance to nonprofit and faith community property owners interested in supporting affordable housing. Provide referrals and recommendations, coordinate with local planning efforts and facilitate potential partnerships.

Transit-Oriented Development Sites. Assist cities with advancing and coordinating affordable housing projects near transit. Partner with Sound Transit, King County Metro and other public agencies to maximize opportunities on public property. Current opportunities include sites in Bel-Red, Wilburton, Marymoor, Kirkland, Bothell, and Kenmore.

Strategic Predevelopment Investment. With approval of the Executive Board, invest in 3rd party predevelopment studies such as design, survey, geotechnical, environmental or other professional services, to investigate feasibility of special projects.

C. Preservation and Asset Management

ARCH oversees contracts and regulatory agreements with owners of projects supported through direct investment, and coordinates with property owners and other funders to ensure the long-term preservation and sustainability of existing affordable housing. Activities include:

Loan Monitoring and Evaluation

- Monitor project income and expenses to determine cash flow payments
- Conduct long-term sustainability monitoring of projects and owners including tracking physical capital needs and financial performance of properties.
- Work with legal counsel to review and approve requests for contract amendments, subordination and other agreements
- Coordinate with WSFHC, per an established MOU, to monitor properties and streamline processes for owners and funders.
- Collect annual compliance data and evaluate program beneficiaries

Support Recapitalization and Long-Term Sustainability

- Proactively problem-solve financial and/or organizational challenges in partnership with project owners and other funders
- Support ARCH borrowers with refinancing and rehabilitation efforts to extend useful lives of buildings, strength property financials, and improve housing quality for residents
- Support owners in connecting with Energy Smart Eastside or other efficiency programs that provide incentives to cover rehabilitation expenses, improve operational efficiency, and improve resident health and safety.

Preservation of At-Risk Affordable Housing

- Work with member cities to facilitate acquisitions or other strategies to preserve existing housing where affordability is at risk of being lost, including at-risk manufactured housing communities and naturally occurring affordable housing.
- Assist with responding to notices of sale of HUD assisted properties received by member cities, or other information indicating an impending loss of existing affordable housing.

II. HOUSING POLICY AND PLANNING

A. Local Policy, Planning and Code Development

ARCH provides assistance directly to member jurisdictions on a range of local planning efforts (see *Attachment A* for more detail). These efforts may take different forms, such as:

- **Housing Element Updates.** Work with members to update comprehensive plan housing elements (may include data analysis, policy writing, outreach, presentations, etc.)
 - Assist with understanding and complying with new housing-related requirements under the Growth Management Act and Countywide Planning Policies.
 - Prepare an east King County housing needs analysis with focused analyses for each city—including projected affordable housing needs—to fulfill GMA requirements.
- **Housing Strategy and Action Plans.** Assist members to prepare housing strategies to implement housing elements and create council work plans. Current local plans and strategies may be found on ARCH's [website](#).
- **Incentive Program Design and Economic Analysis.** Provide economic analysis and policy and program development support to design local housing incentive programs, including height/density/FAR bonuses, property tax exemptions, impact fee waivers, parking reductions and other incentives. Provide standard tools or models that can be used by member cities/staff to evaluate and design their individual programs.
- **Land Use Code Amendments.** Assist city staff on land use and other code amendments in order to implement comprehensive plan policies.
- **Other Support.** Other areas in which ARCH could provide support to member cities include but are not limited to: review of tenant protection regulations, preservation of valuable community housing assets, assistance to households displaced by development activity, or negotiation of agreements for specific development proposals.

Coordination of Local Efforts

ARCH also provides support to facilitate collaboration and alignment of local planning efforts, including:

- **ARCH Liaisons.** Convene a regular meeting of member housing staff working on relevant policy, planning and programs to share knowledge, identify best practices and create peer connections.
- **Data Collection, Analysis and Reporting.** Maintain and provide reporting on local housing and demographic data, buildable lands, and members' progress toward meeting GMA and CPP housing requirements. Document members' investment in affordable housing in other jurisdictions and reflect these contributions in ongoing reporting.
- **Incentive/Inclusionary Housing Program Policies.** As program implementation issues arise, assist member jurisdictions to develop coordinated policy solutions that incorporate input from the diverse range of stakeholders. Work with member city staff to develop code amendments that adapt programs to new knowledge and best practices (e.g., monitoring fees, rent limit policies, etc.).
- **Implementation of State Legislation.** Coordinate members implementing state legislation with affordable housing components, such as HB 1494 (TOD Bill). Support may include

convening working groups, coordinating community engagement efforts, and recommending common approaches to ensure effective program administration.

Information Systems. Maintain a centralized ARCH database of affordable housing programs, projects, properties and investments to support ongoing reporting, program evaluation and efficient work streams. Continue to refine and enhance the database to meet local planning and program needs, facilitate reporting on local and regional progress in meeting affordable housing needs at various income levels, and inform program and funding policies and priorities.

B. State and Regional Policy and Funding Engagement

ARCH supports policy and planning activities at the state and regional level for the benefit of ARCH members, with a focus on targeted policy efforts that increase funding and reduce barriers that contribute to the cost of affordable housing development.

Long-Term Funding/Dedicated Revenue Strategy. Continue work on a long-term funding strategy for the ARCH Trust Fund. Facilitate conversations with member cities on identifying and exploring dedicated sources of revenue for affordable housing at the local and regional level (e.g., REET, property tax levy, commercial linkage fee, etc.). Provide relevant data and develop options for joint or individual revenue approaches across ARCH member cities and help inform potential shared state legislative priorities to authorize local options for funding.

Support for Sub-Regional Collaboration. Support policies that encourage and incentivize sub-regional collaboration such as giving “credit” to jurisdictions that pool resources and make investments in affordable housing in neighboring jurisdictions.

Regional Planning Efforts. ARCH will participate in broader regional planning efforts to advance Eastside priorities and ensure that the perspectives of communities in East King County are voiced in regional housing and homelessness planning. Examples include:

- King County GMPC Affordable Housing Committee / Housing Inter-Jurisdictional Team
- King County Dedicated Revenue Work Group

State Legislative Policy. ARCH supports members to develop and advance targeted state legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development. Activities include:

- Convene coalition members and engage the Executive Board and ARCH Council of Elected Officials (ACE) to identify strategic legislative priorities for member councils’ consideration.
- Coordinate and explore opportunities to partner with relevant organizations working on affordable housing (e.g., AWC, SCA, WLIHA, HDC, Black Home Initiative).
- Collaborate with ARCH members’ government relations and other key personnel to support implementation of identified legislative priorities, including providing analysis and talking points, informing strategy, coordinating advocacy efforts, and providing timely updates.
- Provide presentations to member councils regarding legislative priorities and updates during or after the legislative session.

III. HOUSING PROGRAM IMPLEMENTATION

A. Affordable Housing Incentive and Inclusionary Programs

ARCH partners with member cities to administer local housing incentive and inclusionary programs, including mandatory inclusionary, voluntary density bonus, multifamily tax exemption (MFTE) and other programs. Existing programs administered by ARCH include:

Jurisdiction	Incentive/Inclusionary Programs
Bellevue	Inclusionary program, voluntary density bonuses, MFTE, impact fee waivers.
Bothell	Inclusionary housing, voluntary height bonus, MFTE.
Issaquah	Development agreements, voluntary and inclusionary programs, impact and permit fee waivers.
Kenmore	Development agreements, voluntary and inclusionary programs, MFTE, impact fee waivers.
Kirkland	Inclusionary program, impact fee waiver, MFTE.
Mercer Island	Voluntary height bonuses, impact fee reductions.
Newcastle	Inclusionary program, voluntary density and FAR bonuses,
Redmond	Inclusionary program, MFTE, impact fee waivers.
Sammamish	Inclusionary and voluntary density bonuses, impact fee waivers.
Woodinville	Inclusionary program, MFTE.
King County	Development agreements.

ARCH roles and responsibilities typically include:

- Work with member city staff and legal counsel to align incentive and inclusionary programs with a unified set of administrative policies, practices and templates for legal agreements
- Work with developers/applicants and city staff to establish and communicate applicability of codes and policies to proposed developments
- Develop contracts and covenants containing affordable housing requirements:
 - Review and approve proposed affordable housing (unit count, location/distribution, bedroom mix, and quality)
 - Draft agreements, ensuring city specific requirements are captured (Bellevue MFTE rent stabilization, parking inclusion and relocation assistance)
 - Coordinate with city staff, and development team, to ensure timely review, execution and recordation of agreements

- Oversee MFTE process including:
 - Review and recommend approval of MFTE applications
 - Draft MFTE conditional and final certificates for city approval
 - Register MFTE certificates with County Assessor and file annual MFTE reports with State Commerce
- Review and recommend approval of alternative compliance proposals
 - For fee in lieu projects, calculate fees and ensure execution of accompanying agreement if required
- Support cities on implementation of middle housing code updates as needed.
- Maintain project pipeline and transition projects to applicable teams
- Track city incentive programs across member-cities and update ARCH website as needed
- Provide periodic review of project pipeline for each municipality
- Provide ad hoc reporting on project data as requested
- On-going compliance monitoring (see ARCH Rental and Homeownership Programs, below).

B. ARCH Rental Program

ARCH provides long-term oversight of affordable housing created through city policies to ensure stewardship of these critical public assets for residents, owners and the broader community. For rental housing, this includes:

- Lease-Up. Ensure implementation of affordable housing requirements during lease-up of new properties.
- Compliance Monitoring. Ensure compliance with rent and income restrictions through timely annual report reviews and supplemental on-site file audits. Implement standard remedies for non-compliance, and work with member jurisdictions when enforcement efforts are needed.
- Training and Technical Assistance. Provide ongoing training and technical assistance to property managers
- Program Guidance. Maintain written standards for eligibility, leasing and other program requirements and communicate updated annual income and rent limits
- Resident Support. Respond to tenant issues and questions, mediate issues between properties, tenants and prospective renters, maintain renter resources and provide appropriate referrals.
- Housing Search. Maintain a web-based affordable housing rental search tool, including updating rental options and area median income data.

C. ARCH Homeownership Program

ARCH serves as the steward of affordable resale restricted homes created through local policies and programs. Activities include:

- Marketing and Buyer Selection for New Homes. Coordinate with developers and listing agents to market and select buyers for new construction homes.

- Resales. Oversee resales to ensure ongoing compliance with affordability, buyer eligibility and other program requirements and collect program fees to ensure sustainable operations
- Monitoring. Implement policies and procedures for monitoring compliance and work with cities to address non-compliance.
- Property Taxes. Coordinate with the King County Assessor to ensure affordable property tax assessments for eligible ARCH homeowners.
- Homeowners Communication. Distribute annual communications with relevant homeowner resources and respond to homeowners in financial distress.
- Program Documents. Maintain program guides and FAQs and work with member planning and legal staff to make improvements to boilerplate legal documents.
- Foreclosure prevention and homeowner support. Support homeowners in financial distress and preserve homes at risk of foreclosure. Explore strategies to support ARCH homeowners facing HOA special assessments.
- Lender Partnerships. Build relationships with lenders to improve ARCH homebuyers' access to financing options.
- Downpayment Assistance. Implement recommended updated to the East King County Downpayment Assistance program with the Washington State Housing Finance Commission to provide effective financial assistance to income-eligible first-time homebuyers in East King County.
- Preservation. Explore strategies to preserve expiring units and re-capture lost affordability.

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH

A. Education Efforts and Elected Official Engagement

ARCH leads education and engagement efforts to build understanding, support and commitment to affordable housing, key policy and funding tools, and collaboration through ARCH. This may take a variety of forms, including:

- **Newly Elected Officials Orientation.** Offer ARCH orientation sessions for newly elected local officials each year. This orientation will provide information about affordable housing in East King County and the role ARCH plays in supporting member jurisdictions.
- **ARCH Council of Elected Officials.** Work with the ARCH Executive Board to determine if the ARCH Council of Elected Officials (ACE) should transition from a pilot to a permanent structure. If so, support ACE meetings and work with individual ACE members ahead of meetings to allow them to present on best practices and resources. Maintain contact with ACE members to ensure ACE meetings are achieving desired results.
- **Educational Reports and Presentations.** Prepare and deliver reports and presentations to councils, planning commissions and member staff and the community on current housing conditions, successful housing policies and programs, and related topics.
- **Annual ARCH Celebration.** Organize an annual event to celebrate accomplishments such as local affordable housing investments, planning accomplishments, or other milestones. Invite key partners to share successes and strengthen collaboration, and support related events led by other organizations.
- **Federal Delegation Support.** ARCH will work with its federal delegation to understand affordable housing challenges and advance housing opportunities in East King County. This includes participating in affordable housing tours while members of US Congress are in their home districts.

B. Community Outreach, Communications, and Assistance for the Public

Office Hours. Provide published office hours for appointments or walk-in customer service. Open office hours will be advertised on the ARCH website and ARCH Facebook page and shared with partner organizations.

ARCH Mailing List and Assistance for Community Members Seeking Affordable Housing.

- Maintain up-to-date information on affordable housing in East King County (rental and ownership) and distribute to people looking for affordable housing.
- Continue to maintain a mailing list of households interested in affordable ownership and rental housing and advertise newly available housing opportunities.
- Work with other community organizations and public agencies to develop appropriate referrals for different types of inquiries received by ARCH (e.g., rapid re-housing, eviction prevention, landlord tenant issues, building code violations, fair housing complaints, etc.).

ARCH Website and Other Communications Channels

- Continually update and build on information in the ARCH website to reach various audiences including affordable housing seekers, property managers and others.
- Provide information on the most urgently needed resources in the community, including rental assistance, no-cost legal services, mortgage assistance, and senior resources available in East King County.
- Encourage ARCH members to link to these shared resources from their websites.
- Utilize other communication channels to share useful information, such as short explainer videos, a quarterly e-newsletter, and social media channels.

Community Engagement and Outreach

- Host ARCH events to share information about ARCH programs with diverse communities
- Participate in city and community events and build connections with community groups, faith communities, developers, nonprofits and others interested in housing issues.
- Build relationships and share information with community-based organizations (CBOs) to cultivate knowledge and interest in affordable housing
- Hold an annual “Together in Housing” event geared towards engaging CBOs regarding ARCH’s affordable housing programs.
- Advise and support ARCH members in seeking feedback from their community members regarding affordable housing policies

C. Equitable Access to Affordable Housing in East King County

Affirmative Marketing of Rental and Homeownership Opportunities. Using ARCH’s database of CBOs (including many that serve communities of color and immigrant and refugee communities), provide timely notices regarding new affordable housing. Provide CBOs with guidance as needed to support their networks in accessing these units.

Increasing Access to Homeownership. Implement policies and partnerships to increase access to homeownership for households historically excluded and to increase homeownership rates for populations that have seen a decline in homeownership levels in Washington State. Sustain existing partnerships with King County Housing Authority’s Dreams to Keys program, WSHFC Covenant Homeownership Program, and other partners, and continue to develop additional partnerships. Collect and analyze data on existing programs to determine potential gaps in access by different populations.

Black Home Initiative. With the ARCH Executive Board, work to consider becoming an official member of the Black Home Initiative, allowing East King County to become a part of policy, outreach and engagement work aimed at increasing Black homeownership rates across the region.

V. ADMINISTRATION

A. Administrative Procedures

Maintain administrative procedures that efficiently and transparently provide services to ARCH members and the public. Activities include:

- Prepare the ARCH Budget and Work Program and ensure equitable allocation of administrative costs among ARCH members.
- Prepare quarterly budget and work program progress reports, Trust Fund reports, and monitor expenses to stay within budget.
- Establish and maintain an Eastside Investment Committee, including recruitment of members with expertise in housing finance, development and operations.
- Staff the Executive Board.
- Staff the ARCH Council of Elected Officials.
- Work with Administering Agency to streamline financial systems.
- Maintain updated bylaws and ensure timely renewal of the ARCH Interlocal Agreement.

B. Organizational Assessment and Planning

The ARCH Executive Board will continue to evaluate and plan for ARCH's organizational capacity to accomplish its Work Program and broader mission, including its organizational structure, legal structure, staffing resources, capital resources and other aspects of the organization. This includes considering staffing options to manage the growing number of affordable units in the ARCH Rental and Homeownership Programs.

Since 2024, ARCH has advanced actions under its Strategic Plan to *Build More Affordable Housing Faster*, including organizational changes aimed at streamlining decision-making, empowering the coalition to tackle major policy challenges, and increasing education and engagement of elected officials. In 2027-28, ARCH will complete implementation of recommendations from its Governance Study, including determining whether to advance any amendments to the ARCH Interlocal Agreement. The Board will continue to monitor progress on ARCH's Strategic Plan and make adjustments to respond to new conditions and opportunities.

As requested, the Board may evaluate opportunities for ARCH to support non-member cities interested in creating affordable housing in north and east King County. Such collaboration should provide mutual benefits and may take the form of agreements to provide services for specific projects.

Attachment A

Member Jurisdiction Work Program Summaries

ARCH provides a wide range of services that support individual members with *Affordable Housing Investment, Special Projects, Local Policy and Planning, Program Implementation* and *Outreach and Engagement*. The following summaries describe expected services for individual members over the 2027-28 timeframe. These summaries may be updated as new plans, policies, programs or projects are established.

As members update their individual work plans, ARCH will prioritize member requests for services using the following criteria:

- Clarity. The scope, timeline and ARCH's desired role in the plan or project is clearly defined.
- Impact. The plan or project is expected to result in greater production or preservation of affordable housing.
- Leadership Support. The plan or project is a high priority for the jurisdiction and is supported by city leadership
- Timeliness. The jurisdiction has a unique opportunity to advance supportive policies or projects, and the opportunity may be missed if not advanced in a timely fashion.
- ARCH's Value. ARCH's participation would add significant value toward achieving affordable housing outcomes due to our unique expertise. In addition, the level of effort needed from ARCH is feasible and appropriate based on the potential impact of the plan, policy or project.
- Value for Coalition. The results of the work will be useful to other ARCH member jurisdictions who anticipate undertaking similar efforts.

Quick Links:

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program	A-2
Bellevue - ARCH Work Program.....	A-3
Bothell - ARCH Work Program.....	A-6
Issaquah - ARCH Work Program.....	A-7
Kenmore - ARCH Work Program	A-9
King County - ARCH Work Program	A-10
Kirkland - ARCH Work Program	A-11
Mercer Island - ARCH Work Program	A-13
Newcastle - ARCH Work Program	A-14
Redmond - ARCH Work Program.....	A-15
Sammamish - ARCH Work Program	A-17
Woodinville - ARCH Work Program	A-18

Beaux Arts, Clyde Hill, Medina, Hunts Point, Yarrow Point - ARCH Work Program



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund from Clyde Hill, Medina, Hunts Point, and Yarrow Point. Provide reporting to the State on HB 1406 funds from Clyde Hill, Medina and Yarrow Point.
Public surplus / underutilized property	Support evaluation of affordable housing development options on underutilized properties as opportunities arise, including on potential property in Clyde Hill and Medina. Help to analyze cost effectiveness and financial feasibility of various options.
Nonprofit/faith owned property	Support evaluation of faith owned property for potential affordable housing development, if available.



Local Policy and Planning

Item	Description / ARCH Support
Regulatory flexibility	Engage in conversations with Department of Commerce and regional partners on a mechanism to allow credit to be applied for local targets from subregional investment.
Land use, tax and financial incentives for affordable housing	Support development of an affordable housing fee in lieu program in Clyde Hill – provide updated economic analysis as requested. Assist with exploration of a potential affordable ADU tax exemption program in Yarrow Point, including outreach to other ARCH members and King County to gauge broader interest and feasibility.



Outreach and Engagement

Item	Description / ARCH Support
Civic education on housing	Provide support to staff as needed on communications materials and outreach to the community on questions related to affordable housing development and housing targets.



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Bellevue Housing Stability Program (HSP)	On an annual basis, verify and advertise available HSP funds for capital, operating and maintenance and services funds. Solicit application interest and provide in-depth review of funding applications. Develop recommendations with Bellevue staff, ensuring coordination with the Trust Fund and other regional and state funding processes. Coordinate with City staff and present recommendations to the Bellevue City Council for approval. Prepare contract documents in consultation with legal counsel and facilitate approval of contracts. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with regular reporting to the Bellevue City Council. Provide advice and support for other City initiatives funded through HSP, such as acquisition and preservation partnerships. Support may include assisting with overall outreach and engagement, evaluation of project feasibility, development of funding terms and conditions and preparation of project agreements. Collaborate with housing and human services staff to evaluate program outcomes and recommend updates to the HSP framework.
Public surplus property	Continue to support Wilburton TOD and Kelly TOD projects on city-owned land. This includes updating templates to accommodate 99-year leases and a pre-development award for Wilburton. Continue to support Office of Housing to explore re-use of underutilized Bellevue School District properties for housing. Support may include partnership strategy, potential partnership agreements, development of funding terms and conditions if needed.
Nonprofit/faith owned property	Support nonprofits and faith-based organizations interested in taking advantage of the city's C1 Density Bonus program by providing program eligibility consultation, preliminary funding strategy support and connections to affordable housing developers/organizations This could include initial meetings with Overlake Presbyterian Church and ongoing conversations with Jubilee Reach. Continue to monitor and advance development progress of Forest Edge and Peter's Ridge.

Other funding strategies and programs	Support other investments (fee in lieu, CIP funds, etc.) from Bellevue's Affordable Housing Fund as funds become available. Support includes advertising, marketing, reviewing applications, developing recommendations in coordination with HSP and Trust Fund processes, and contracting. Support analysis and implementation of relevant funding strategies and programs from Bellevue's Affordable Housing Strategy: • Advise on the implementation of the Flexible Project Fund to provide expedited short-term loans to acquire NOAH properties for affordable housing. • Explore new local revenue sources for affordable housing such as levies, increment revenue, fees and bonding, with consideration for regional coordination and the need for supportive services. • Assess the state of the existing affordable housing portfolio for operational and maintenance need Coordinate and provide guidance to Bellevue's Environmental Stewardship Initiative (ESI) to make sustainability programs and funding accessible and useful to affordable housing owners and low-income households.
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Local Policy and Planning

Item	Description / ARCH Support
Land use, tax and financial incentives for affordable housing	Support analysis and implementation of relevant land use and tax incentives from Bellevue's Affordable Housing Strategy: • HOMA MFTE • BelRed upzones and MFTE • TOD bill implementation • C-1 expansion (2027) • Sales and use tax exemption for utilization of vacant parking lots for affordable housing
Housing diversity	Work with Office of Housing and Development Services to analyze pathways to remove barriers to middle housing.
Regulatory flexibility / reducing barriers	Support implementation of HB 2266 (STEP Housing).
Streamline processes	ARCH will support analysis of these items: • Exempt certain affordable housing projects from design review • Consider expanding eligibility of expedited permitting and fee waiver program to more affordable housing projects • Create and recommend a process to acquire and hold land for the development of affordable housing



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Bellevue's incentive programs, including: • MFTE program (8, 12 and 20-year nonprofit homeownership projects) • Voluntary bonus programs (citywide, Downtown, and East Main TOD, and C1), • Mandatory inclusionary zoning (BelRed, Eastgate, Neighborhood Mixed Use, and other mixed-use districts citywide) • Transportation fee waiver • Permit fee reduction Implement SOPs with DS and OH to coordinate work streams across departments.
Rental Program	Monitor 647 affordable rental units in 27 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 67 existing affordable ARCH homes in Bellevue. Work with OH to explore options for reinvestment in ARCH homes.



Outreach and Engagement

Item	Description / ARCH Support
Housing access and education	Support creation of an education and communication plan for regular community dialogue on housing needs and the benefits of housing choices. • Create accessible and easy to understand resources guides for homeowners, tenants, and landlords to increase housing stability in the community. • Work with ARCH to create a centralized, user-friendly hub for affordable housing seekers. Implement improvements like creating a centralized affordable housing search tool; develop a step-by-step housing application guide; improving accessibility; and language access.



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406 funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	BRIDGE Bothell United Methodist Church Project - Assist the city, BUMC and developer as needed to help the project close successfully; Assist the city with CHIP contracting support; coordination with WSHFC to support developer in securing the expiring HUD Difficult to Develop Designation. Assist with evaluation of remaining City-owned (Lots E, F, G, and city hall lots) or publicly owned property for potential affordable housing development in downtown Bothell.
Nonprofit/faith owned property	Provide support to any nonprofit or religious organizations in Bothell with interest in developing affordable housing on-site through WA state law incentives.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans	Support development and implementation of affordable housing strategies from Bothell's final Housing Action Plan and Downtown Plans (expected adoption in late 2026). Potential HAP actions include continued preservation of manufactured housing, additional evaluation of local renter protection policies on top of state policies, and financial assistance for homeowners to build for ADUs.
Land use, tax and financial incentives for affordable housing	Support continual evaluation, expansion and refinement of Bothell's inclusionary and MFTE policies, as well as implementation of HB 1491 (TOD Bill).



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, voluntary height bonus and MFTE programs.
Rental Program	Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A



Outreach and Engagement

Item	Description / ARCH Support
Civic education in housing, staff outreach events, etc.	Work with Bothell's Communications team, Human Services coordinator, and Community Development on education and outreach for programs such as finding affordable housing, ADU opportunities, financial assistance for preservation of homes for homeowners, etc.



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, HB 1590 (IHIP) or other local funds contributed to Trust Fund. Provide reporting as required.
Issaquah Inclusive Housing Investment Pool (IHIP)	On an annual basis, verify and advertise available IHIP funds through the ARCH Housing Trust Fund process, with priorities established by the City of Issaquah. Review IHIP applications and prepare staff reports. Facilitate recommendations and award approval in tandem with Trust Fund recommendations. Administer approved awards through Issaquah's ARCH Trust Fund account. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with reporting to Issaquah City Council.
Trailhead Transit-Oriented Development	Prepare and administer approved capital contracts and covenants for KCHA and LEO. Provide marketing support when project opens in 2028.
Public surplus / faith-owned property	Provide technical assistance to Our Savior Lutheran Church and/or other faith communities or nonprofits with underutilized land.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans	On an annual basis, prepare housing-related data for Issaquah's housing dashboard. Provide advice and guidance for Issaquah's Housing Strategy update in 2027.
Land use, tax and financial incentives for affordable housing	Provide policy, economic analysis and fiscal impact analysis for updates and potential expansion of Issaquah's MFTE and IZ programs in Central Issaquah. Help to evaluate potential projects/opportunities that arise under current or amended Development Agreements (e.g., Lakeside, Rowley) and prepare contractual agreements as needed.
Regulatory flexibility / reducing barriers	Provide feedback on City's proposals to reduce code-related barriers to housing development in Central Issaquah.
Streamline processes	Connect Issaquah with other jurisdictions pursuing similar efforts regarding pre-approved ADU plans.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for Central Issaquah bonus program, pioneer program, inclusionary zoning, fee waiver and MFTE programs.
Rental Program	Monitor 104 affordable rental units in 6 existing projects. Facilitate timely communication with property owners/managers and the city regarding rental units with expiring rent restrictions (i.e., Highlands at Wynhaven). Provide lease-up support, training and monitoring for any new rental projects coming online. Work with the city to establish alternative monitoring plan for High Street as needed.
Homeownership Program	Steward 277 existing affordable ARCH homes in Issaquah. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements. Support the city with strategies to preserve affordability and support ARCH homeowners facing special assessments or other challenges.



Outreach and Engagement

Item	Description / ARCH Support
Civic education in housing, staff outreach events, etc.	N/A



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds] contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	e.g., fee-in-lieu, etc.
Public surplus, nonprofit/faith-owned property	Work with City staff, Imagine Housing and Habitat on the Approach (Holt property). Advance other opportunities to site affordable housing in Kenmore, such as near ST3 transit investments, or on other public, nonprofit, and faith-based community property. Help evaluate and identify potential properties, partners, and financing strategies.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans	Develop an updated Housing Strategy Plan and implement associated actions.
Land use, tax and financial incentives for affordable housing	Create updates to the IZ and MFTE programs that consider TOD and expansions to downtown and Lakeside.
Housing diversity	Provide support for evaluating strategies for MHC preservation / anti-displacement policies. Explore other equity and anti-displacement policies.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption, voluntary density bonus and MFTE programs.
Rental Program	Monitor 56 affordable rental units in 1 existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A



Outreach and Engagement

Item	Description / ARCH Support
Civic education on housing	Support City and consultant outreach on the development of the updated Affordable Housing Strategy and implementation initiatives.



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Work with the ARCH Executive Board to make award recommendations for annual CDBG allocations from Kirkland, Redmond, and N/E Joint Agreement Cities.
Public surplus property	Work with King County staff to encourage efforts to develop affordable housing on underutilized county property (e.g., King County Metro Park & Rides).



Local and Regional Policy and Planning

Item	Description / ARCH Support
Housing Plans	Participate in King County's Housing Action Plan development and implementation.
Land use, tax and financial incentives for affordable housing	Participate in study of MFTE and inclusionary zoning in urban unincorporated King County.
Data and reporting	Support the Affordable Housing Committee in executing the CPP Housing Chapter accountability framework. This includes supporting King County's data collection and reporting on affordable housing production and preservation.



Program Implementation

Item	Description / ARCH Support
Rental Program	Monitor 478 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 236 existing ARCH homes in unincorporated King County. Administer process for expiring covenants in Redmond Ridge East including working with sellers to consider incentives to maintain the home as affordable and remove expired covenants at point of sale as requested. By the end of 2026, there will be 133 homes with in-force covenants.



Outreach and Engagement

Item	Description / ARCH Support
Civic education on housing, staff outreach events, etc.	N/A



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds, fee in lieu funds and any other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Support the City to analyze alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as available.
Public surplus property	Support city staff in evaluating inclusion of affordable housing and pursuing strategies to maximize affordability for sites that may present future opportunities for City partnership.
Nonprofit/faith owned property	Support City's engagement and technical assistance for faith organizations to consider affordable housing development.
Other property evaluation	Support city engagement with private property owners in the 85 th Street Station Area to consider affordable housing development.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans and Data	Continue to provide affordable housing project data 1-2x/year to support Kirkland's Housing Dashboard. Consider updating Kirkland's Housing Strategy in 2028.
Land use, tax and financial incentives for affordable housing	Support Kirkland's implementation of HB 1859 land use bonuses for faith owned land. Support Kirkland's implementation of HB 1491 related to Transit-Oriented Development. Evaluate affordable housing policies related to any middle housing code updates. Evaluate existing affordable housing requirements citywide. Adopted task on Kirkland's 2026-2028 Planning Work Program.
Housing diversity	Consider updates to optimize middle housing; ARCH to support evaluation related affordable housing policies.
Streamline processes	Evaluate consolidation of low-density zones.



Program Implementation

<i>Item</i>	<i>Description / ARCH Support</i>
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.
Rental Program	Monitor 395 affordable rental units in 18 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.
Homeownership Program	Steward 60 existing affordable ARCH homes in Kirkland. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.



Outreach and Engagement

<i>Item</i>	<i>Description / ARCH Support</i>
Civic education in housing, staff outreach events, etc.	N/A



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer general funds or other local funds contributed to Trust Fund. Provide reporting as required.
Other local investments	Support the City to invest any fee in lieu funds that may be collected through its inclusionary program. Support the City to explore other potential funding sources for affordable housing such as the CHIP program.
Public surplus property	Work with City staff on any potential surplus property as it becomes available.
Nonprofit/faith owned property	Work with local churches and nonprofits as requested to provide them with options for affordable housing production.



Local Policy and Planning

Item	Description / ARCH Support
Land use, tax and financial incentives for affordable housing	Support policy and economic analysis regarding affordable housing when implementing land use and MFTE incentives in TOD areas (see HB 1491). Consider land use incentives for faith owned land if potential sites are identified.
Housing diversity	Evaluate affordable housing policies when adopting permanent regulations for middle housing and ADUs.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for local inclusionary and fee reduction programs.
Rental Program	Monitor 28 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	N/A



Outreach and Engagement

Item	Description / ARCH Support
Civic education in housing, staff outreach events, etc.	N/A



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Provide assistance on 3 potential surplus city properties to evaluate affordable housing disposition and development options, identify potential development partners and pursue funding strategies.
Nonprofit/faith owned property	Assist with providing technical assistance to faith organizations with interest in affordable housing development.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans	Provide an updated housing needs analysis to inform the city's housing work plan.
Land use, tax and financial incentives for affordable housing	Assist with evaluating affordable housing incentives and requirements with the updated Newcastle Downtown Plan.
Housing diversity	Assist with evaluating options for affordable housing in any future updates to middle housing codes.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning and voluntary bonus programs.
Rental Program	Monitor 46 affordable rental units in 3 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 6 existing affordable ARCH homes in Newcastle. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.



Outreach and Engagement

Item	Description / ARCH Support
Civic education in housing, staff outreach events, etc.	N/A



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds and other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Supports the City in analysis of alternative compliance and fee-in-lieu proposals for inclusionary affordable units. Contract for fee-in-lieu funds as applicable. Support implementation of other local investments in affordable housing as funds may be appropriate in the budget.
Public surplus property	Collaborate with Redmond and Sound Transit to support affordable housing development on surplus property at Marymoor Station. Assist with financial modeling, funding strategies, RFP development and proposal review. Work with City staff on surplus property/land banking/community land trust/other similar approaches to increasing affordable housing proposals, and explore ARCH-wide approaches to this work.
Nonprofit/faith owned property	Provide technical assistance to one or more faith-based organization planning to develop their property for affordable housing.



Local Policy and Planning

Item	Description / ARCH Support
Housing Plans	Provide data and guidance to support Redmond's updated Housing and Human Services Action Plan and contribute to implementation of relevant actions.
Land use, tax and financial incentives for affordable housing	Support evaluation and potential implementation of new MFTE options, including 20-year and 12-year extension options. Help to explore additional incentives to build affordable homeownership housing.
Housing diversity	Continue to refine standards to promote middle housing development and on-site affordable housing production.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and MFTE programs.

Rental Program	Monitor 923 affordable rental units in 43 existing projects. Provide lease-up support, training and monitoring for new rental projects as they come online.	Item 6.
Homeownership Program	Steward 118 existing affordable ARCH homes in Redmond. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.	
 Outreach and Engagement		
<i>Item</i>	<i>Description / ARCH Support</i>	
Civic education in housing, staff outreach events, etc.	N/A	



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Other local investments	Assist with managing and, when directed by the City, investing Sammamish fee in lieu funds alongside the ARCH Trust Fund, consistent with city guidelines.
Nonprofit/faith owned/public property	Work with public and religious bonus parcel owners on feasibility of their sites for potential affordable housing development.



Local Policy and Planning

Item	Description / ARCH Support
Land use, tax and financial incentives for affordable housing	Assist with continued evaluation of affordable housing incentives and requirements in the Sammamish Town Center as well as other centers and future subareas.
Bonus Parcel Capacity Analysis	Support the City in understanding the capacity of bonus parcel sites.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning, fee exemption and density bonus programs.
Rental Program	Monitor 48 affordable rental units in 2 existing projects. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 7 existing affordable ARCH homes in Sammamish. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements, including 3 new affordable homes at the Brownstones West development.



Outreach and Engagement

Item	Description / ARCH Support
Nonprofit/public/faith-based owner and developer outreach	Market the City's affordable housing incentives available to bonus parcels and help to assess feasibility.



Affordable Housing Investment, Special Projects

Item	Description / ARCH Support
Annual investment through the ARCH Housing Trust Fund	Administer HB 1406, general funds or other local funds contributed to Trust Fund. Provide reporting to the State on HB 1406 funds.
Public surplus property	Support exploration of potential development of affordable housing on the WDOT Park & Ride.
Nonprofit/faith owned property	Provide support to nonprofit providers (CIRC/Transforming Age) to ensure long-term preservation of existing affordable housing.



Local Policy and Planning

Item	Description / ARCH Support
Land use, tax and financial incentives for affordable housing	Help review analysis and share best practices/policies as needed to inform potential expansion of Woodinville's inclusionary zoning and MFTE policies.



Program Implementation

Item	Description / ARCH Support
Land use, MFTE, fee waiver incentive program administration	Administer affordable housing code requirements for inclusionary zoning (interim) and MFTE programs and related development agreements. Support contracting and monitoring of affordable housing requirements for the Midtown Woodinville (former Molbak's) development.
Rental Program	Monitor 26 affordable rental units in 1 existing project. Provide lease-up support, training and monitoring for new rental projects.
Homeownership Program	Steward 20 existing affordable ARCH homes in Woodinville. Provide pricing, marketing, buyer selection and qualification for new affordable homes produced through city agreements.



Outreach and Engagement

Item	Description / ARCH Support
Civic education in housing, staff outreach events, etc.	N/A

Memo

To: ARCH Member Jurisdictions
From: Lindsay Masters, ARCH Executive Director
Date: July 21, 2026

Re: ARCH Trust Fund Parity Goals, Funding for Affordable Housing and Credit for Investments through ARCH

For nearly three and a half decades, cities in East King County have worked together to fund affordable housing through A Regional Coalition for Housing (ARCH), creating or preserving close to 7,000 affordable homes across the region via the ARCH Housing Trust Fund (HTF). Investing local dollars to leverage other public and private funds has been a central strategy for East King County cities to create and preserve affordable housing.

This memo provides a brief overview of the following topics as ARCH members consider adoption of ARCH's 2027-28 budget and funding for the ARCH Trust Fund:

- A. Updated Parity Goals for member contributions to the ARCH Trust Fund
- B. Recent trends and data that inform funding levels needed to sustain affordable housing production
- C. Current efforts to increase investment in affordable housing, including countywide revenue discussions, as well as potential local options
- D. The impact of ARCH's regional approach to funding affordable housing, and related state policy discussions about ensuring investments through ARCH are credited toward cities' efforts to plan for housing needs under the Growth Management Act

A. Updated Parity Goals for Member Contributions to the ARCH Trust Fund

In 1998, ARCH members established the concept of voluntary Parity Goals to encourage proportional member contributions for affordable housing development. These goals were designed to establish regional funding targets that are distributed among members based on population and projected housing and job growth. These goals provide a way to engage members on annual contributions to the ARCH Trust Fund and encourage a variety of forms of voluntary contributions to affordable housing, including land donations and fee waivers.

ARCH updates Parity Goals on an annual basis to account for inflation. The chart on the following page shows 2026 Parity Goals alongside confirmed 2026 contributions to the Trust Fund from ARCH members. Collectively, ARCH members budgeted approximately **\$3.3 million in 2026 for the Trust Fund**. These funds are supplemented by another \$627k of Community Development Block Grant (CDBG) funds from Kirkland, Redmond and the northeast (N/E) consortium cities, and additional local funds that ARCH supports from Bellevue and Issaquah that expand the impact of the ARCH Trust Fund.

ARCH Member Contributions and Updated Parity Goals (2026)

	2026 Trust Fund Contributions				2026 Parity Goals		
City	Total Contribution*	General Fund	HB 1406	HB 1590	Low Goal	Midpoint	High Goal
<i>Bellevue</i>	\$1,092,000	\$442,000	\$650,000	\$0	\$906,819	\$1,400,823	\$1,894,828
<i>Redmond</i>	\$790,000	\$494,450	\$295,550	N/A	\$416,747	\$643,778	\$870,808
<i>Kirkland</i>	\$631,893	\$415,000	\$216,893	N/A	\$393,899	\$608,483	\$823,066
<i>Bothell</i>	\$104,430	\$0	\$104,430	N/A	\$234,579	\$362,369	\$490,160
<i>Issaquah</i>	\$180,000	\$0	\$0	\$180,000	\$131,380	\$202,951	\$274,523
<i>Sammamish</i>	\$155,487	\$100,000	\$55,487	N/A	\$118,763	\$183,461	\$248,159
<i>Kenmore</i>	\$117,500	\$93,534	\$23,966	N/A	\$78,572	\$121,376	\$164,180
<i>Woodinville</i>	\$102,000	\$39,210	\$62,790	N/A	\$64,510	\$99,653	\$134,795
<i>Mercer Island</i>	\$35,000	\$35,000	\$0	N/A	\$54,623	\$84,380	\$114,137
<i>Newcastle</i>	\$13,333	\$0	\$13,333	N/A	\$34,405	\$53,148	\$71,891
<i>Clyde Hill</i>	\$7,118	\$0	\$7,118	N/A	\$4,676	\$7,224	\$9,771
<i>Medina</i>	\$27,201	\$17,327	\$9,874	N/A	\$4,422	\$6,830	\$9,239
<i>Yarrow Point</i>	\$12,069	\$10,000	\$2,069	N/A	\$1,828	\$2,824	\$3,820
<i>Hunts Point</i>	\$5,000	\$5,000	\$0	N/A	\$429	\$662	\$896
TOTAL	\$3,273,032	\$1,651,521	\$1,441,511	\$180,000	\$2,445,652	\$3,777,962	\$5,110,273

*These figures exclude CDBG allocations from Kirkland, Redmond and N/E consortium cities, and funds that are advertised solely for development within Bellevue and Issaquah.

As in past years, ARCH anticipates available funds will be far exceeded by funding requests. This year ARCH received information from eight projects with **potential requests totaling \$35 million**.

B. Recent Trends and Funding Levels Needed to Sustain Future Production

While ARCH members have successfully sustained consistent funding for the ARCH Trust Fund, several factors have impacted the level of local investment needed to maintain consistent production of affordable housing and attract ongoing investment:

- Construction costs have risen nearly 50% in the Seattle area since 2020.
- Lower tax credit investor pricing has reduced equity from the Low Income Housing Tax Credit Program by approximately 15%.
- Continued high interest rates are reducing borrowing power and adding millions of dollars in construction financing costs to projects.
- Increases in operating expenses are further reducing projects' capacity for debt service.

Over the last five funding rounds, these factors have resulted in steady per unit increases in total project cost, total public funding, and total ARCH investment. Using current assumptions, ARCH modeling estimates that **between \$20-\$25 million in local and county funding is needed to sustain production of roughly 350 units of affordable housing annually in East King County**, which represents a baseline production associated with continuing to attract the most significant sources of leverage to East King County.

As the demand for funding has grown, ARCH has seen a decline in general fund contributions to the ARCH Trust Fund as local jurisdictions face continued structural barriers to keep up with rising costs. Exacerbating this challenge is the near-term exhaustion of King County's largest funding source for affordable housing (Transit Oriented Development (TOD) bonds).

Despite constrained general funds, ARCH has worked successfully with members to creatively fill funding gaps and achieve a significant magnitude of investment and production through additional local funding and land contributions.

ARCH Members Five-Year Investment Trend (2021-25)

Year	2021	2022	2023	2024	2025	Total	Annual Average
Units	346	553	599	245	498	2,241	448
ARCH HTF and Member Awards	\$7.4M* (Kirkland \$2.7M fee-in-lieu)	\$9.8M** (Redmond add'l \$3.2M)	\$6.6M (Redmond add'l \$1M)	\$5.6M	\$5.7M (\$600k from Redmond & Kirkland)	\$35.1M	\$7.0M
Bellevue & Issaquah (1590 + other)	\$2.0M		\$6.5M	\$9.0M	\$32.0M	\$49.0M	\$9.9M
Land Contributions		Redmond land donation estimated at \$7.7M	2x Sound Transit land, Bellevue property estimated at \$1M		Bothell land contribution estimated at \$6.4M	4 low-cost sites	\$3.0M in land value from cities

*2021 included a carry forward of a previous \$4M award

**2022 included a carry forward of a previous \$3.2M award from 2020

C. Options to Increase Investment in Affordable Housing

ARCH's 2024 Strategic Plan identified additional funding as the number one strategy to *Build More Affordable Housing Faster*. Building on the successes in recent years, ARCH members have a range of options to advance this strategy, including:

- 1. Maintain Trust Fund Commitments.** While existing revenue sources have limited room to grow, continuing to maintain current general funds and HB 1406 funds for the ARCH Trust Fund preserves an important foundation for attracting development to East King County over the long-term. Since the passage of HB 1406 in 2019, a total of 11 ARCH members have contributed these state sales tax funds to the ARCH Trust Fund.
- 2. Land Contributions.** Cities with surplus or underutilized public land could consider dedicating such properties for affordable housing. ARCH can provide technical assistance to perform feasibility studies and assess potential development options on city or other public and tax-exempt properties.
- 3. Local REET Funds.** The legislature recently adopted HB 1791, which expanded eligibility for using existing REET revenues for affordable housing. Both REET1 and REET2 funds are eligible to be budgeted for affordable housing, including in regional investments through ARCH.
- 4. Countywide and Local Levy Options.** Cities and counties may consider requesting voter approval for a levy lid lift or an affordable housing levy under RCW 84.52.105. Earlier this year, the King County Executive convened a work group to explore countywide approaches,

with a report due by the end of 2026. Member cities will have opportunities to engage in these discussions through ARCH and the Sound Cities Association.

5. **Fee in Lieu Funds.** Local inclusionary programs under RCW 36.70A.540 provide a mechanism for cities to tap into the value created by development incentives like height and density bonuses to generate affordable housing. State law also gives cities the option of establishing fee in lieu options for developers when such fees could be used for an equal or better outcome for affordable housing. ARCH encourages members utilizing fee in lieu options to calibrate the fee rates to optimize these benefits and work with ARCH to swiftly invest such funds into ready development opportunities.
6. **Tax Increment Financing.** RCW 39.114 allows counties and cities to issue bonds for public improvements that generate increased property tax revenue, which helps repay the bonds. Funds can pay for many eligible costs, including infrastructure, affordable housing, energy efficiency projects, and childcare facilities.
7. **State Legislative Advocacy for Additional Tools.** ARCH is continuing to support members in developing legislative priorities for additional funding options that the Washington State legislature could authorize. Several ARCH members have supported requests for additional local REET options, or short-term rental tax options. ARCH anticipates these discussions to continue in the 2027 legislative session.

D. Importance of a Regional Approach and Credit for Regional Investments

The flexible and regional nature of ARCH's Trust Fund has been a key ingredient to its success. This approach benefits member jurisdictions and the region in several ways:

- By pooling city funds and deploying them to the most competitive projects in the region, ARCH increases **the speed of investment** and supports a steady rate of production that individual jurisdictions would be unable to achieve.
- Through its longstanding partnerships with other funders and housing finance expertise, ARCH has been able to **maximize leverage** of scarce local resources. Over the life of the Trust Fund, ARCH members have attracted approximately \$2 billion in investment in affordable housing to the region, with each \$1 of local funds invested by ARCH leveraging between \$10-\$15 of other public and private funding.
- For individual jurisdictions, investing through ARCH enables them to support production across the region year after year, while also having access to a pool of capital for their local projects when they are ready to advance. ARCH also provides **technical support to jurisdictions of all sizes** to ensure that competitive projects can succeed in small and large cities alike.
- The flexibility of local funds has enabled ARCH members to support a **diverse range of populations and housing needs** including seniors, families, people with disabilities and special needs, first time homebuyers, and people transitioning from homelessness.

Attachment 1 shows the broad geographic impact achieved by this regional approach over the long-term, resulting in thousands of affordable housing opportunities created in large and small jurisdictions across East King County.

In recent months, the ARCH Executive Board, ARCH Council of Elected Officials, and ARCH Staff Liaisons have discussed the importance of giving credit to jurisdictions that invest in ARCH, which could encourage members to continue investing across their jurisdictional borders in a shared housing fund. Because housing needs numbers under the Growth Management Act are established on a jurisdiction-by-jurisdiction basis, cities have raised concerns about whether they will need to

demonstrate specific local subsidies to meet those needs. This would present a risk to the successful regional approach of ARCH members and could fragment and delay future investments in housing.

As ARCH members are focused on compliance with housing provisions of the Growth Management Act, ARCH is working actively with members to ensure that state policies and related monitoring will credit cities' investments in ARCH as part of their efforts to plan for and accommodate housing needs under the Growth Management Act. These discussions have identified two potential avenues for giving credit to ARCH members for their shared investments:

- **State Legislation:** Modifying or clarifying the relevant provisions of the Growth Management Act to encourage collaboration in interlocal organizations like ARCH.
- **Countywide Monitoring Processes:** Developing reporting approaches for tracking implementation of local Comprehensive Plans that recognize the shared impact of collaborative investments through interlocal organizations like ARCH.

To advance potential solutions via state legislation or countywide monitoring processes, ARCH has done the following:

- Held workshops with ARCH members to discuss potential legislative solutions that clarify local government's role in planning for and accommodating affordable housing under the Growth Management Act, while recognizing the importance of sub-regional collaboration through organizations like ARCH.
- Collaborated with the Sound Cities Association, South King Housing and Homelessness Partners, Association of Washington Cities and lobbyists serving ARCH members regarding legislative proposals that could encourage investments in affordable housing via interlocal entities like ARCH.
- Participated in King County's Monitoring and Reporting Work Group to develop standards to measure progress that account for shared investment pools, like the ARCH Housing Trust Fund.
- Developed a quantitative methodology to estimate the number of housing units each ARCH member has helped fund from 2019-2025 through the ARCH Housing Trust Fund (See **Attachment 2**).

We look forward to working with members to protect our model of collaboration, which has a proven track record of building more affordable housing faster across East King County, by advancing state policies and monitoring that will give proper credit to cities that invest in ARCH.

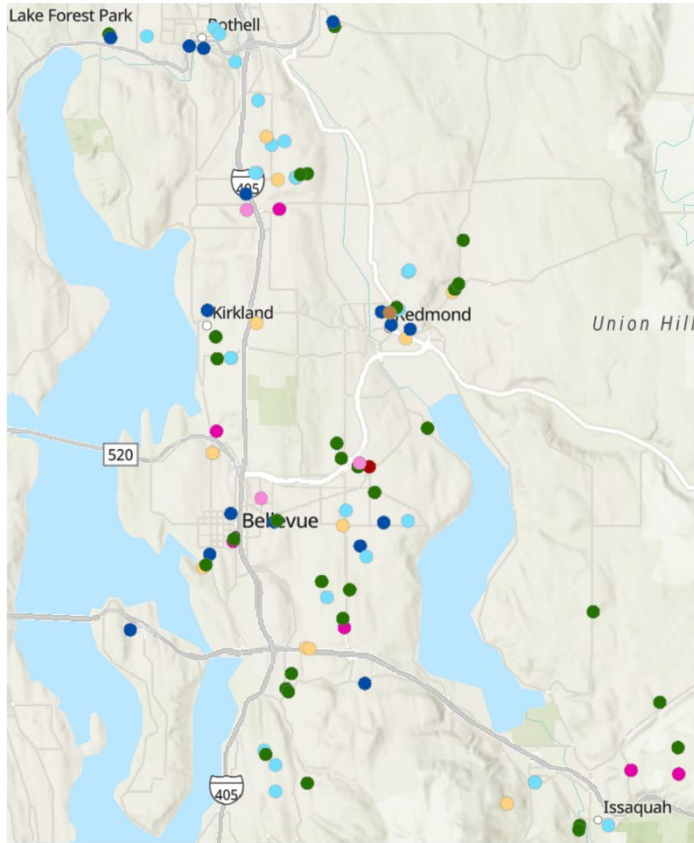
Attachments

1. Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)
2. Affordable Units Created through City Contributions to ARCH-Funded Projects, 2019-2025

Attachment 1

Location of Affordable Housing Funded through the ARCH Housing Trust Fund (1992-2025)

ARCH Housing Trust Fund Projects



- Family
- Family/Special Needs/Homeless
- Senior
- Family/Homeless
- Homeless/Special Needs
- Senior/Homeless
- Family/Special Needs
- Homeless
- Special Needs

Location	Total Units
Bellevue	2,402
Bothell	348
Issaquah	484
Kenmore	86
Kirkland	1,381
Mercer Island	59
Newcastle	15
Redmond	1,903
Sammamish	64
Woodinville	100
Scattered / Multiple Locations	93
Unincorporated King County	5
Grand Total	6,940

Attachment 2**Affordable Units Created through City Contributions to ARCH-Funded Projects (2019-2025)**

Contributing City	Total	30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	Total Affordable Units
Bellevue	\$57.73M	127.1	20.5	188.7	490.3	39.0	39.9	905.5
Bothell	\$7.08M	23.0	0.8	73.8	92.6	2.3	1.7	194.2
Clyde Hill	\$0.15M	1.6	0.2	1.9	2.7	0.6	0.2	7.2
Hunts Point	\$0.03M	0.3	0.0	0.5	0.6	0.1	0.1	1.6
Issaquah	\$2.34M	18.7	3.7	18.4	25.3	5.4	3.3	74.8
Kenmore	\$0.50M	5.2	0.6	7.4	8.5	1.9	0.4	23.9
Kirkland	\$9.01M	102.1	9.7	178.2	176.1	31.7	6.0	503.9
Medina	\$0.14M	1.4	0.2	1.6	2.2	0.6	0.2	6.2
Mercer Island	\$0.41M	4.6	0.6	5.4	7.5	2.1	0.4	20.6
Newcastle	\$0.33M	4.7	0.9	4.7	5.8	3.0	0.3	19.2
Redmond	\$23.21M	190.5	6.7	151.5	275.8	21.5	29.5	675.5
Sammamish	\$0.97M	10.3	1.2	13.8	17.1	4.1	1.0	47.5
Woodinville	\$0.60M	6.0	0.8	7.3	9.5	2.5	1.0	27.1
Yarrow Point	\$0.05M	0.6	0.1	0.8	1.0	0.2	0.1	2.7
	\$102.53M	496.0	46.0	654.0	1115.0	115.0	84.0	2510.0

Note: The table above estimates the number of affordable units at different income levels associated with local investments in ARCH-funded projects. These figures are calculated on a per-project basis using the value of direct funding and land contributions provided by ARCH member cities.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7015
October 20, 2026
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 7015: Public Hearing 2027–2028 Preliminary Biennial Budget and Review: Operating Budget and Work Plan	☐ Discussion Only ☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution
RECOMMENDED ACTION:	Receive the 2027-2028 Preliminary Biennial Budget available at www.mercerisland.gov/27-28budget , hold a public hearing, and provide feedback on the 2027-2028 Operating Budget and Work Plan. Authorize the Ad Hoc Finance Committee to review Eastside Fire & Rescue's proposed 2027-2028 contract costs and present recommendations to the City Council on November 17, 2026.	

DEPARTMENT:	Finance
STAFF:	Jessi Bon, City Manager Ali Spietz, Chief of Administration Jason Kintner, Chief of Operations Matthew Mornick, Finance Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Preliminary Budget at www.mercerisland.gov/27-28budget
CITY COUNCIL PRIORITY:	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

EXECUTIVE SUMMARY

The purpose of this agenda item is to hold a public hearing and continue the City Council's review of the 2027-2028 Preliminary Biennial Budget ("Preliminary Budget").

- Per Washington State law, the City Manager must deliver a balanced Preliminary Budget to the City Council for review and approval. The City Council received the Preliminary Budget (Exhibit 1) on September 22, 2026. A copy was filed with the City Clerk and is available [online](#).
- On October 6, the City Council reviewed the proposed 2027-2032 Capital Improvement Program ([AB 7009](#)).
- This phase of the budget review process focuses on the proposed Operating Budget (pages D-1 through D-29 of Exhibit 1) and the two-year Work Plan (pages A-19 through A-24 of Exhibit 1).
- The total proposed Operating Budget is \$86 million in 2027 and \$90 million in 2028. The proposed 2027-2028 Operating Budget maintains existing City operations and service levels consistent with the 2025-2026 biennium, with no new programs, additional staffing or service expansions.

- The General Fund, the City’s primary operating fund, includes proposed expenditures of \$41 million in 2027 and \$43 million in 2028. With expenditures projected to grow faster than revenues, the Preliminary Budget relies on one-time use of unassigned General Fund Balance to close the funding gap over the next biennium.
- Two major changes occurred since the Preliminary Budget was published in September:
 1. On October 6, the City Council accepted a \$2.14 million state grant administered by the Criminal Justice Training Commission under ESHB 2015 (2025) to fund local public safety programs ([AB 7017](#)). The grant supports existing Police Department and Youth and Family Services personnel costs, along with public safety equipment, training, and other program needs. Most of the funding will offset existing City expenditures, with only \$206,000 allocated to new expenses. Grant revenues were not included in the Preliminary Budget and will have a net positive impact on the Final 2027–2028 Biennial Budget.
 2. The City of Mercer Island contracts Eastside Fire & Rescue (EF&R) for fire and emergency medical services. EF&R has sent multiple 2027-2028 proposed contract costs to the City. As of publishing the agenda bill, EF&R’s latest proposed contract costs exceed the Preliminary Budget estimates for fire and emergency medical services by \$1.26 million over the next two years. Staff continue to sort through the basis for EF&R proposal.

Given the magnitude of the proposed cost increases from EF&R and the ongoing review of the proposed personnel costs, overtime costs, and administrative fees, the City Manager recommends that the City Council authorize the Ad-Hoc Finance Committee to work with staff to review the EF&R 2027-2028 cost proposal and report back to the full Council on November 17 with findings and a recommended budget approach for 2027-2028.

- Each biennium, a City Work Plan is developed as part of the biennial budget process. The Work Plan serves two purposes. It ensures compliance with applicable federal, state, and local laws. It also advances the City Council’s strategic priorities. City Council review and feedback is requested on the 2027-2028 Work Plan to inform development of the final budget.
- City Council direction and input on the proposed 2027-2028 Operating Budget and Work Plan is needed to finalize the 2027-2028 Biennial Budget. The City Council is scheduled to adopt the Biennial Budget on December 1.

The public is encouraged to provide feedback on the Preliminary Budget at three scheduled Public Hearings on October 20, November 17, and December 1. Public comment is also invited at all City Council meetings.

BACKGROUND

Every two years, the Mercer Island City Council adopts a financial plan that covers a two-year period, known as a biennium. The City Council received the 2027-2028 Preliminary Biennial Budget (“Preliminary Budget”) on September 22, 2026. A copy was filed with the City Clerk and is available [online](#) (Exhibit 1).

The Preliminary Budget is a two-year \$266 million spending plan that supports the broad range of services, programs, initiatives, and capital investments provided by the City. It serves as the primary financial and policy plan for the next two years, detailing City priorities as outlined in the Work Plan (pages A-19 through A-24 of Exhibit 1). It also explains how the City will pay for these policy initiatives, operational services, and capital improvements.

On October 6, 2026, the City Council reviewed the proposed 2027-2032 Capital Improvement Program ([AB 7009](#)). The City Council discussed the combined work of staff and the Finance Ad Hoc Committee to prioritize limited restricted resources to address immediate capital needs. The result is a proposed \$90 million capital spending plan for 2027 and 2028.

This phase of the budget review process will focus on the proposed Operating Budget (pages D-1 through D-29 of Exhibit 1) and the two-year Work Plan (pages A-19 through A-24 of Exhibit 1).

Operating Budget

The operating budget establishes what programs, and day-to-day operations will be funded in each department based on projected municipal revenues ([AB 6997](#)). The General Fund (001), Youth and Family Services (YFS) Fund (160), and Development Services Fund (180) provide the primary funding for day-to-day City operations. The City's enterprise funds for the water, sewer, and stormwater utilities and the Street Fund (110) include both operating and capital expenses.

The General Fund (001) is the City's primary operating fund. It finances essential, non-utility community services that rely on non-restricted revenues like property taxes, sales taxes, and utility user taxes. Examples of General Fund services include police, fire and emergency medical services, parks and maintenance operations, street preservation, municipal court services, and essential administrative support functions like finance, human resources, information technology, and legal services.

The General Fund, the City's primary operating fund, includes proposed expenditures of \$41 million in 2027 and \$43 million in 2028. Baseline General Fund expenditures are projected to exceed revenues in 2027 and 2028, primarily due to persistent inflation that is driving operating costs higher than revenue growth. As a result, the City faces a projected operating deficit of \$720,000 in 2027, increasing to \$1.7 million in 2028. The budget addresses these shortfalls through the use of one-time General Fund unassigned fund balance.

The YFS Fund (160) accounts for all revenues and expenditures associated with the Youth & Family Services Department. Programs and services include Thrift Shop operations, Individual & Family Counseling, Senior Services, Emergency Assistance, and the School-Based Services program. With the recent addition of the State Grant Funding, the YFS Fund will also include the public safety co-response initiative. These programs and services are funded by Thrift Shop net revenues, grants, MIYFS Foundation contributions, donations, and the General Fund.

The Preliminary Budget relies on two one-time funding sources to balance the YFS Fund for 2027–2028: the remaining YFS operating fund balance, which will be fully depleted by the end of 2028, and additional contributions from the General Fund (page 14 of [AB 6997](#)). While this approach maintains existing YFS programs and services through 2028, it is not financially sustainable over the long term. A key priority for the City Council and staff during the biennium will be developing a sustainable, long-term funding strategy for YFS.

Development of the 2027-2028 Work Plan

The City typically spends the first year of the two-year budget working with the City Council to set priorities that guide the goals outlined in the Work Plan. This budget cycle, staff resources were redirected to respond to the Growth Management Hearings Board Order, which carried an August 2026 compliance deadline. As a result, the development of the 2027-2028 City Council Priorities and the typical City Council check-ins on the

Work Plan did not occur. The City Council will need to revisit its priorities as part of the current budget deliberations or defer the discussion to the 2027 Planning Session.

2025-2026 City Council Priorities

For reference, on March 19, 2024, the Council adopted the following priorities for the 2025-2026 biennium:

The City of Mercer Island provides outstanding municipal services that enhance and protect the environment, the quality of life, and our community's health, safety, and welfare. We engage with the community on issues of importance to listen, instill trust, and promote sound decision-making. We strive to create and maintain an environmentally sustainable and inclusive community that is safe and supportive for current and future generations.

In the 2025-2026 biennium, we will continue to provide city services with fiscal sustainability while focusing on the government's effectiveness and efficiency, and the following priorities:

- Priority 1 Engage the qualified expertise necessary to provide the guidance to enable the development of a comprehensive long-range plan for Town Center which recognizes, addresses, and balances business, housing, and parking uses.*
- Priority 2 Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow.*
- Priority 3 Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.*
- Priority 4 Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.*

2027-2028 Work Plan Reformatted

The 2027-2028 City Council Work Plan has been reformatted to focus specifically on significant policy issues, major initiatives, and key decisions requiring City Council attention. Previous versions of the Work Plan included a broad range of departmental activities and ongoing operational responsibilities.

While this information remains important, its inclusion made the Work Plan increasingly difficult to manage and less effective as a tool for highlighting the City Council's policy agenda. The revised format provides a more focused and manageable roadmap for the City Council's work over the next two years, with an emphasis on the issues and decisions that will require Council direction and action.

ISSUE/DISCUSSION

Development of the 2027-2028 Operating Budget

The proposed 2027-2028 Operating Budget maintains existing City operations and services levels consistent with the 2025-2026 biennium, with no new programs, additional staffing or service expansions. Across all funds, expenditures in the Operating Budget total \$86 million in 2027 and \$90 million in 2028.

General Fund expenditures total \$41 million in 2027 and \$43 million in 2028, representing a projected 6.1% increase in expenditures over the two-year period compared to 2026. This growth is primarily driven by

ongoing inflationary pressures. General Fund revenues are projected to grow by 4.4% over the same period, excluding one-time resources.

With expenditures projected to exceed revenues, the Preliminary Budget, as published on September 22, 2026 projected operating deficits of \$720,000 in 2027 and \$1.7 million in 2028. These shortfalls are proposed to be addressed through the one-time use of unassigned General Fund balance.

City's Fleet Operations

Fleet Services, a division in the Public Works Department, provides preventative maintenance and repairs for the City's 150+ vehicles and heavy equipment through a combination of in-house staff and external service vendors.

The City's fleet operations present a clear example where costs for services are increasing. In the current biennium, the costs to operate, maintain, and replace vehicles past their useful life has consistently exceeded budget estimates. To address these structural pressures, staff updated the rate model assumptions for the 2027-2028 biennium so internal service charges accurately reflect current operational and replacement costs. This represented a significant body of work for the staff team in 2026 and is presented here to provide context for one of the larger cost centers in the budget.

Fleet operations are accounted for in the Equipment Rental Fund (510), an internal service fund supported by user fees charged to City departments. These fees are split into two distinct components:

1. **Maintenance & Operations (M&O):** Covers day-to-day running costs, including fuel, parts, insurance, in-house mechanic labor, administrative overhead, and contracted shop repairs.
2. **Equipment Replacement:** A reserve contribution calculated to accumulate the funds required to replace vehicles and equipment at the end of their useful life.

Equipment Fund Rates for the 2027-2028 biennium reflect significant increases in both operating and equipment replacement costs. The cost of routine maintenance and complex repairs performed by external vendor shops has increased and repair times have been slow, compounding the day-to-day expenses required to keep aging fleet assets in safe working condition. On the equipment replacement side, vehicle acquisition costs have surged post-Pandemic due to persistent inflationary pressures, extended supply chain delays, and higher purchase prices for specialized heavy equipment and emergency vehicles.

Fleet Rate Model Update

Finance and Public Works reviewed the fleet rate model to ensure internal service charges accurately reflect the costs of operating, maintaining, and replacing the fleet. This is consistent with Washington State law and guidance that internal service funds operate on a cost-reimbursement basis without generating a surplus of resources. The review resulted in the following changes to the Equipment Replacement Fund (510) budget for 2027 and 2028:

- **Replacement assumptions.** Replacement cost, useful life, salvage value, and annual cost increases by vehicle class were updated so charges cover future replacement costs of each asset.
- **Operating assumptions.** Inflationary pressures are driving up the annual ongoing costs to operate and provide routine maintenance for City vehicles. Assumptions for parts, fuel, and professional services have been increased based on recent expenditure actuals.

- **Useful life.** Actual usage (mileage, engine hours, service history) were evaluated alongside vehicle age to adjust estimated useful lives. This helps avoid replacing vehicles too early and avoid high maintenance spending on equipment and vehicles that have outlived their useful lives.
- **Mechanic Shop.** Staff compared cost and turnaround time of repairs completed in-house versus with private mechanics. Both costs and time for repair have increased for contracted services, making private mechanics an unfavorable substitute. Staff also reviewed shop equipment against a replacement schedule to identify needs not captured in the current fleet rate model.

As a result, internal service charges for fleet services have increased to accurately reflect the cost to replace, operate, and maintain City vehicles and heavy equipment. Compared to the 2025-2026 biennium, the annual fleet service charges across all participating departments will increase by \$875,000 in the 2027-2028 biennium, as detailed in Table 1.

Table 1

Fleet Budget Comparison	General	Utility	Total
<i>\$ in thousands</i>	<i>Fund</i>	<i>Funds</i>	
Annual Budget in 2025-2026			
Replacement	\$ 465	\$ 225	\$ 690
Operation & Maintenance	281	292	573
Annual Budget in 2025-2026	746	517	1,263
Annual Budget in 2027-2028			
Replacement	800	575	1,375
Operation & Maintenance	374	389	762
Annual Budget 2027-2028	1,174	964	2,137
Increase in 2027-2028	\$ 428	\$ 447	\$ 875

Of the \$875,000 increase, \$428,000 is allocated to the General Fund and \$447,000 to the City's Utility Funds.

Mechanic Shop

Efforts to update the fleet rate model also showed that the City's mechanic shop needs investment to service a modern fleet. Newer vehicles rely on electric control units and sensors that older vehicles do not have, and a fleet spanning many equipment types and manufacturers requires specialized tools. Examples include updated software and diagnostic equipment, which is compatible with all makes and models of vehicles, rather than brand (e.g., Ford, General Motors) specific, and replacing vehicle lifts to suit newer equipment models as the existing lift is 20+ years old.

Nine pieces of aging mechanic shop equipment have been identified and prioritized for replacement between 2027 and 2032, at an estimated total cost of \$206,700 in 2026 dollars, see Table 2. Some of this equipment would have been replaced as part of the proposed Public Safety & Maintenance Building project. With the failure of the bond measure in November 2025, staff began planning for the phased replacement of this equipment.

Sequencing these purchases requires a one-time contribution of \$60,000 in 2027 and an ongoing contribution of \$30,000 per year, to be revisited in future biennia. Of each contribution, 58% would come from the General Fund and 42% from the Utility Funds. Spreading the cost this way avoids a larger annual charge to modernize the mechanic shop.

Table 2

Mechanical Equipment	Estimated	Replacement	2026
<i>Replacement Schedule (not included in Prelim Budget)</i>	Useful Life	Year	Replacement Cost
Fleet Management Software	10	2027	\$ 25,000
Tire Machine	15	2027	14,000
Hot Water Pressure Washer	15	2028	14,000
Parts Washer	20	2028	22,600
Wheel Balancer	15	2028	10,000
Rotary Post Lift	20	2029	27,600
Standard Column Lifts	20	2030	32,000
Column Lifts with Attachments	20	2031	33,500
Welding Machine and Fume Extractor	20	2032	28,000
Total Cost			\$ 206,700

Because of current financial pressures in the City's operating funds, these contributions were not included in the Preliminary Budget. The replacement needs will be reconsidered during development of the next biennial budget. In the meantime, the City will continue maintaining and using the existing equipment to extend its useful life. Should equipment fail before its planned replacement, a funding request may be brought forward to the City Council for consideration.

Changes Since 2027-2028 Preliminary Budget Publication

Two major changes have occurred since the Preliminary Budget was published on September 22, 2026. Both affect the 2027-2028 Operating Budget. First, the City received a \$2.14 million one-time state grant for public safety. Second, EF&R proposed 2027-2028 contract costs exceed the City's Preliminary Budget by more than \$1 million. Both items are further discussed below.

Criminal Justice Training Commission Grant

On October 6, the City Council accepted \$2.14 million in one-time state funding from the Washington State Criminal Justice Training Commission (CJTC) under Engrossed Substitute House Bill (ESHB) 2015 ([AB 7017](#)). The funding supports local public safety programs.

The grant supports existing Police Department and Youth and Family Services personnel costs, along with public safety equipment, training, and other program needs. Most of the funding will offset existing City expenditures, with only \$206,000 allocated to new expenses. Grant revenues were not included in the Preliminary Budget and will have a net positive impact on the Final 2027–2028 Biennial Budget.

Eastside Fire & Rescue 2027-2028 Preliminary Budget

The City of Mercer Island contracts Eastside Fire & Rescue (EF&R) for fire and emergency medical services. On September 15, 2026, the EF&R Administration provided its proposed 2027-2028 contract costs, reflecting a 16% cumulative increase (\$1.4 million) in operating expenditures from 2026 to 2028. The Preliminary Budget assumed a 6% cumulative increase over the same period. The proposed contract costs were transmitted ahead of the EF&R Board approving their budget and the City did not have advance notice of the magnitude of the increase.

On October 8, 2026, the EF&R Board adopted a revised 2027-2028 budget, reducing the operating expenditures by approximately \$3.6 M over the biennium. The City of Mercer Island received revised contract

costs on October 13, 2026. Despite the reductions, the revised contract costs still exceed the City's Preliminary Budget by \$542,000 in 2027 and \$719,000 in 2028, a combined \$1.26 million over the biennium, summarized in Table 3 below.

The City has not had sufficient time to analyze the revised proposal. Additional information and an update on the cost proposal review process will be presented at Tuesday's City Council meeting.

Table 3

Eastside Fire & Rescue	2026	2027	2027¹	2028	2028¹	26 vs 28	26 vs 28
Mercer Island (MI) Expenditures (\$ in thousands)	Budget	MI Prelim	EF&R Proposed	MI Prelim	EF&R Proposed	% Chg	\$ Chg
Eastside Fire & Rescue Contract							
Operations	\$ 8,874	\$ 9,140	\$ 9,682	\$ 9,414	\$ 10,133	14%	\$ 1,259
Equipment & Capital	153	157	157	162	162	6%	9
Eastside Fire & Rescue Subtotal	9,026	9,297	9,839	9,577	10,295	14%	1,269
Additional Fire Expenditures							
King County - Mobile Integrated Health	\$ 227	\$ 234	\$ 234	\$ 241	\$ 241	6%	14
Mercer Island Fire Fleet Replacements	62	115	115	115	115	87%	53
Total Fire and Emergency Medical	\$ 9,315	\$ 9,646	\$ 10,188	\$ 9,932	\$ 10,651	14%	\$ 1,336
Additional Budget Required			\$ 542		\$ 719		\$ 1,260

¹ Updated EF&R budget proposal, approved by the EF&R Board on October 8, and submitted to the City on October 13, 2026.

The City is continuing its review of EF&R Administration's proposed 2027–2028 contract costs. EF&R recently provided additional financial information, which is being evaluated to better understand the proposed increases and associated cost assumptions. Three areas remain under review:

- **Review of Personnel Costs:** EF&R just provided additional information related to the proposed 2027–2028 personnel costs. The City is reviewing this information to evaluate the assumptions and calculations underlying the significant increases proposed for 2027–2028.
- **Review of Overtime Costs:** The City is reviewing the methodology used by EF&R to calculate overtime costs charged to Mercer Island to ensure alignment with the terms of the ILA.
- **Administrative Fee Review:** Under the terms of the ILA, EF&R assesses a 10% administrative fee on budgeted personnel, overtime, and operating costs. Unlike direct personnel expenses, this fee is not reconciled against actual year-end expenditures. Completing the review of proposed personnel and overtime costs is therefore essential to ensuring the administrative fee is calculated on an appropriate budget basis and the City does not pay more than required under the ILA.

Given the magnitude of the proposed cost increases from EF&R and the ongoing review of the proposed personnel costs, overtime costs, and the administration fee, the City Manager is recommending the City Council authorize the Ad-Hoc Finance Committee to work with the staff to review the EF&R 2027-2028 cost proposal and report back to the full City Council on November 17 with findings and a recommended budget approach for 2027-2028.

2027-2028 Work Plan

Each biennium, a City Work Plan is developed as part of the biennial budget process. The Work Plan serves two purposes. It ensures compliance with applicable federal, state, and local laws. It also advances the City Council's strategic priorities. City Council review and feedback is requested on the 2027-2028 Work Plan to inform development of the final budget.

The City Manager and City leadership grouped the major work items and initiatives into six categories:

1. **Fiscal Health** - Support long-term fiscal sustainability through responsible financial planning and stewardship of City resources.
2. **Public Safety** - Maintain a safe and resilient community through effective emergency response, preparedness, prevention, and community-focused public safety services.
3. **Infrastructure, Facilities & Technology** - Invest in and modernize the physical and digital infrastructure needed to support reliable City operations, public services, and long-term community needs.
4. **Parks, Community & Environment** - Advance priorities for parks, recreation, environmental sustainability, mobility, and community-focused public spaces and services.
5. **Land Use, Permitting & Development** - Guide the City's long-range land use and development framework while maintaining clear, predictable, and customer-focused permitting, regulatory, and development review processes.
6. **Advocacy** - Advance the City's policy priorities through coordinated legislative, regional, and intergovernmental advocacy and partnerships.

City Council direction and input on the proposed 2027-2028 Operating Budget and Work Plan is needed to finalize the 2027-2028 Biennial Budget. The City Council is scheduled to adopt the Biennial Budget on December 1.

NEXT STEPS

The remaining preliminary budget schedule is summarized in Table 5.

Table 5

Date	Topic
November 17, 2026	Public Hearing: 2027-2028 Biennial Budget Review, Receive Q3 2026 Financial Status Update and Budget Amending Ordinance, Adopt 2027 Property Tax Ordinances, and Adopt 2027 NORCOM Budget
December 1, 2026	Public Hearing: 2027-2028 Biennial Budget Adoption

The public is encouraged to provide feedback on the 2027-2028 Preliminary Biennial Budget and 2027-2032 CIP at three scheduled Public Hearings on October 20, November 17, and December 1. Public comment is also invited at all City Council meetings.

RECOMMENDED ACTION

1. Receive the 2027-2028 Preliminary Biennial Budget available at www.mercerisland.gov/27-28budget, conduct a Public Hearing on 2027-2028 Preliminary Budget, and provide feedback on the Operating Budget (pages D-1 through D-29 of Exhibit 1) and the 2027-2028 Work Plan (pages A-19 through A-24 of Exhibit 1).
2. Move to authorize the Ad-Hoc Finance Committee to work with City staff to review Eastside Fire & Rescue's proposed 2027–2028 contract costs, including personnel costs, overtime costs, and administrative fees, and report back to the City Council on November 17, 2026, with findings and a recommended budget approach for 2027–2028.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7016
October 20, 2026
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 7016: Animal Control Code Update (Ordinance No. 26C-15, First Reading)	☐ Discussion Only
RECOMMENDED ACTION:	Schedule Ordinance No. 26C-15 for second reading and adoption on November 3, 2026.	☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution

DEPARTMENT:	City Manager
STAFF:	Jessi Bon, City Manager Robbie Cunningham Adams, Senior Management Analyst Mike Seifert, Police Commander Bio Park, City Attorney
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 26C-15, Animal Control Code Update
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda item is to present Ordinance No. 26C-15 (see Exhibit 1) for first reading to update the Mercer Island Animal Control Code and to set the Ordinance for second reading on November 3, 2026.

- The City of Mercer Island receives animal licensing and control services from King County through the [Regional Animal Services of King County \(RASKC\) interlocal agreement \(ILA\)](#). The [current ILA with RASKC](#) is in effect until December 31, 2027.
- Per the adopted ILA with RASKC, the City is obligated to “enact an ordinance or resolution that includes license, fee, penalty, enforcement, appeal, impound/redemption and sheltering provisions that are substantially the same as those of Title 11 King County Code as now in effect or hereafter amended.”
- In 2023, the [King County Council adopted, updated, and reorganized their animal control code](#). See [Title 11 of King County Code](#).
- Regulations pertaining to animals within Mercer Island is governed by [MICC Chapter 7.04 – Animal Code](#).
- Mercer Island’s animal code needs to be amended to align with King County’s 2023 update to KCC Title 11, per the requirements of the ILA.

- At the September 15, 2026 City Council meeting, the proposed animal control code updates were introduced for City Council discussion and feedback ([AB 6985](#)). During the meeting, the City Council instructed staff to include the transfer of the dangerous and potentially dangerous animal appeal process from the City's Hearing Examiner to RASKC in the ordinance.

BACKGROUND

Interlocal Agreement with Regional Animal Services of King County

The City of Mercer Island receives animal licensing and control services from King County through the [Regional Animal Services of King County \(RASKC\) interlocal agreement \(ILA\)](#) that was last updated and adopted by the City in 2018 ([AB 5238](#)). It is in effect until December 31, 2027.

Mercer Island and 25 other cities contract with King County for regional animal services, which include animal control, shelter care, adoption, and pet licensing services. Under the terms of the ILA the City assists the County by informing residents about animal code requirements and provides pet license applications at the Community Center front desk.

Revenues and Costs Related to Animal Control and RASKC ILA

King County's Regional Animal Services provide a cost-effective solution for cities that would otherwise need to operate their own animal services programs. Costs are allocated among participating RASKC cities and unincorporated King County based on usage (80 percent) and population (20 percent). Costs to the City of Mercer Island are offset by pet licensing revenue collected from Mercer Island residents. The City pays the remaining costs for animal control services.

Additionally, while the services provided under the RASKC ILA include administering appeals of dangerous dog designations under the King County Hearing Examiner, Mercer Island code currently requires that the City is responsible for administering dangerous dog appeals with the City's own hearing examiner rather than the King County hearing examiner. This means costs related to these appeals are currently borne by the City. This is one area that is recommended to be changed.

Table 1 shows revenue and expenses related to pet licensing revenue, costs of the RASKC ILA, Mercer Island Hearing Examiner costs, and costs related to outside legal support services for dangerous dog appeal cases. Pet license revenue goes directly to King County. Costs net of the pet license revenue is paid for by the City General Fund. Pet license revenue does not cover all of the City's costs related to the ILA and hearing examiner costs.

Table 1 – Pet Licensing Revenue

Description	2024 Actuals	2025 Actuals
Revenues		
King County Pet Licenses	\$66,800	\$63,500
Expenses		
RASKC Interlocal Agreement	73,000	77,100
Hearing Examiner (<i>dangerous dog appeals</i>)	600	9,600
Outside Legal	14,400	61,500
Expenses Subtotal	\$88,000	\$148,200
Net Cost to City General Fund	\$21,200	\$84,700

Council Feedback on the Introduction of Animal Control Code Update

At the September 15, 2026, City Council meeting, the proposed animal control code updates were introduced for City Council discussion and feedback ([AB 6985](#)). This agenda item included summaries of code sections requiring substantive change. During the meeting, City Council instructed staff to include the transfer of the dangerous and potentially dangerous animal appeal process from the City's Hearing Examiner to RASKC in the final ordinance.

ISSUE/DISCUSSION

Regulations pertaining to animals within Mercer Island is governed by [MICC Chapter 7.04 – Animal Code](#). This chapter covers pet dog licensing and tag/collar requirements, unlawful conduct of pets, designation of off-leash areas, and policies and procedures related to regulating dangerous and potentially dangerous dogs. The chapter additionally adopts several state codes related to animals and livestock.

Per the adopted ILA with RASKC, the City is obligated to “enact an ordinance or resolution that includes license, fee, penalty, enforcement, appeal, impound/redemption and sheltering provisions that are substantially the same as those of [Title 11 King County Code](#) as now in effect or hereafter amended”.

In 2023, the [King County Council adopted and updated and reorganized animal control code](#). The changes updated the code to reflect current state law and included a substantial update of the process and procedures for declaring dogs to be “potentially dangerous” and the due process appeal protections. Mercer Island's code needs to be updated to align with King County's 2023 update to KCC Title 11, per the requirements of the ILA, and to address discrepancies between the County's and City's codes that make it more difficult for the County to enforce animal care and control laws in the City of Mercer Island.

Updating City Animal Control Code to Align with King County Animal Control Code

Staff recommend adopting the King County animal control code by reference. This is the approach most commonly used by cities that contract with RASKC. RASKC will continue to be the primary body enforcing animal control on Mercer Island, with assistance from the Mercer Island Police Department as appropriate. Additionally, staff recommend several changes and additions to modernize and clarify areas of the City animal code. These proposed code changes are included in the draft ordinance as Exhibit 1.

King County requires that City's animal control code be “substantially the same” on the policies related to licensing, fees, penalties, enforcement, appeals, impound/redemption and sheltering provisions. The City may continue to establish local policies on matters outside these areas, including off-leash areas and Mercer Island-specific conduct requirements.

Staff recommend scheduling Ordinance No. 26C-15 (Exhibit 1) for second reading on November 3, 2026.

RECOMMENDED ACTION

Schedule Ordinance No. 26C-15 for second reading and adoption on November 3, 2026.

**CITY OF MERCER ISLAND
ORDINANCE NO. 26C-15**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
AMENDING MERCER ISLAND CITY CODE CHAPTER 7.04 RELATED TO
ANIMAL CODE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City of Mercer Island (City) provides animal care and control services for its residents; and

WHEREAS, in 2010, the City and 23 other cities entered into an Animal Services Interlocal Agreement with King County to implement and provide a regional model for animal care and control services in King County; and

WHEREAS, in 2018, the City and King County executed a new interlocal agreement for animal services (2018 Interlocal Agreement); and

WHEREAS, in 2021, the City enacted Ordinance No. 21C-18 amending MICC sections 7.04.020, 7.04.110, 7.04.120, 7.04.125, 7.04.130, 7.04.140, 7.04.230, 7.04.235, and 7.04.240 to add provisions for determining that an animal is a potentially dangerous dog, clarity on requirements for owners of dangerous dogs, and a method for appeals of decisions by the City relating to potentially dangerous dogs and dangerous dogs; and

WHEREAS, in June 2023, King County concluded a multiyear effort to review and update King County Code (KCC) Title 11 (Animal Care and Control) by enacting Ordinance 19638; and

WHEREAS, Section 3 of the 2018 Interlocal Agreement requires the City to enact updates to the Mercer Island City Code to make provisions on license, fee, penalty, enforcement, appeal, impound/redemption, and sheltering substantially the same as provisions in KCC Title 11 as amended;

WHEREAS, the City Council wishes to repeal portions of Mercer Island City Code (MICC) Chapter 7.04 and adopt by reference King County's Animal Care and Control Code;

WHEREAS, the update to MICC Title 7 would meet the requirements of the 2018 Interlocal Agreement, better align the MICC with KCC Title 11, and improve clarity and decrease costs by removing overlapping regulatory provisions; and

WHEREAS, the update to MICC Title 7 retains local control over other animal control provisions such as the determination of off-leash areas and policies related to unlawful conduct by animals specific to the City.

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

Section 1. Amended. Chapter 7.04, Animal Code, MICC shall be amended as set forth in Exhibit A of this ordinance.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its

application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance or its application to any other person, property, or circumstance.

Section 3. Publication and Effective date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON AT ITS MEETING ON THE THIRD DAY OF NOVEMBER 2026.

CITY OF MERCER ISLAND

David Rosenbaum, Mayor

Approved as to Form:

ATTEST:

Bio Park, City Attorney

Andrea Larson, City Clerk

Date of Publication: _____

Chapter 7.04 ANIMAL CODE

7.04.005 Short title.

This chapter may be known and cited as the "Mercer Island animal code."

7.04.010 Purpose.

This chapter is enacted for the purpose of regulating the keeping of animals within the city. The fees, charges and penalties collected under this chapter shall be budgeted to defray, in whole or in part, the expense of such regulation.

7.04.015 Adoption by Reference

Title 11 of the King County Code, as currently enacted or hereafter amended or recodified, entitled "Animal Care and Control" is adopted by reference, with the exception of the provisions of Chapter 11.02 ("Regional Animal Services Section"), Section 11.04.500 ("Euthanasia Rate Targets"), and Section 11.04.510 ("Unaltered Dogs and Cats – Advertising Requirements" of the King County Code, which is expressly not adopted. In the event of a conflict between Title 11 of the King County Code and this chapter 7.04 MICC, the MICC shall control.

07.04.016 Animal Control Authority

The City of Mercer Island has contracted with King County and its animal control section, Regional Animal Services of King County (RASKC), to provide animal control, sheltering, and licensing services for the City of Mercer Island. That contract does not divest the city of its authority to independently enforce its code. As such, the provisions of this chapter may be enforced by law enforcement officers or by King County animal control officers, both of whom are hereby authorized to issue and file notices of civil infractions with the Mercer Island municipal court as provided for in MICC 7.04.230. Additionally, for those violations of the King County Code that are adopted by reference for application and enforcement within the City of Mercer Island, King County animal control officers may enforce those provisions in accordance with the King County Code. A copy of the Interlocal Agreement between the City of Mercer Island and King County for animal control services is available for public examination.

7.04.020 Definitions.

In construing the provisions of this chapter, except where otherwise plainly declared or clearly apparent from the context, words used shall be given their common and ordinary meaning. For those King County Code provisions adopted through MICC 7.04.015, the words, terms, and phrases used in those King County Code provisions shall have the meanings ascribed to them by the King County Code. In addition, the following definitions shall apply:

~~Animal includes any living creature except man.~~

~~Animal control authority means the city, the King County animal control division, department of general services, as agent of the city, or any other duly authorized agent of the city, acting alone or in concert with other municipalities for enforcement of the animal control laws of the city and state and for the shelter and welfare of animals.~~

~~Animal control officer means any individual employed by, contracted with or appointed by the city for the purpose of aiding in the enforcement of this chapter or any other law or ordinance relating to the licensing of animals, control of animals or seizure and impoundment of animals, and includes any state or municipal police officer, sheriff, constable or other employee whose duties, in whole or in part, include assignments which involve the seizure and taking into custody of any animal.~~

At large or *running at large* means to be off the premises of the owner and not under the control of the owner or of a competent person authorized by the owner, whether by leash or otherwise; but an animal within an automobile or other vehicle of its owner shall be deemed to be upon the owner's premises.

Associated school facilities means any property or facility associated with the instruction of children or people under college age that is purchased, constructed or owned by, on behalf of, or for the use of any public entity.

Barking dog means any dog which, by habitual howling, yelping or barking annoys, injures or endangers the comfort, repose, health or safety of others in a neighborhood or public place.

Dangerous dog means any dog that:

1. ~~Inflicts severe injury on a human being without provocation on public or private property,~~
2. ~~Kills a domestic animal without provocation while the dog is off the owner's property, or~~
3. ~~Has been previously found to be potentially dangerous because of injury inflicted on a human, the owner having received notice of such and the dog again aggressively bites, attacks, or endangers the safety of humans.~~

Depredatory animal means any animal of either sex whose actions or habits customarily defile, despoil or damage property of persons other than its owner.

Dog means an animal of the species *Canis familiaris*, including both male and female, altered or unaltered.

Domestic animal means but is not limited to, any dog, cat, rabbit, horse, mule, ass, bovine animal, lamb, goat, sheep, hog, or other animal made to be domestic.

Grooming parlor means any place or establishment, public or private, where animals are bathed, clipped or combed for a consideration, for the purpose of enhancing their aesthetic value.

Harboring. The occupant of any premises on which an animal remains or to which it customarily returns daily for food and care for a period of ten days is presumed to be "harboring" or "keeping" the animal within the meaning of this title.

Hobby kennel means a noncommercial kennel at, or adjoining, a private residence where four or more adult dogs or four or more adult cats are bred and/or kept for hunting, training, exhibition for organized shows, field, working and/or obedience trials, or for enjoyment of the species. An adult dog or cat is one of either sex, altered or unaltered, that has reached the age of four months.

Kennel means a place where four or more adult dogs or four or more adult cats or any combination thereof are kept whether by owners of the dogs and cats or by persons providing facilities and care whether or not for compensation, but not including a small animal hospital or clinic or pet shop. An adult dog or cat is one of either sex, altered or unaltered, that has reached the age of four months.

Leash means a cord, thong or chain, not more than eight feet in length by which an animal is controlled by the person accompanying it.

License, when not preceded by the word "kennel" or "hobby kennel," means the dog license issued by or on behalf of the city under this chapter.

Officer or *official* means any police officer or any officer, official person or persons designated by the city manager or by ordinance of this city to issue licenses, pick up, restrain, impound, sell, dispose or give notice of any other acts, duties or functions prescribed by ordinance of the city relating to the animals regulated in this chapter.

Off-leash area means those areas located in public park properties, as designated by sign, where dogs are allowed to be off-leash, but under control.

~~*Owner* means any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having control or custody of an animal.~~

~~*Pack of dogs* consists of a group of three or more dogs running upon either public or private property not that of the dogs' owner in a state in which either control of the dog or its ownership is in doubt and when such dogs are not under control.~~

~~*Pet shop* means any establishment or place where live animals, birds or fish and/or supplies are kept and offered for sale to the public.~~

Playground means a portion of a public park property containing play structures or components designed and constructed for children that includes the ground level area beneath and immediately adjacent to a play structure or equipment. The boundaries of the playground shall be determined by the edge of all impervious surfaces or landscaping bordering the playground area.

~~*Potentially dangerous dog* means any dog that when unprovoked: (a) inflicts bites on a human or a domestic animal either on public or private property, or (b) chases or approaches a person upon the streets, sidewalks, or any public grounds in a menacing fashion or apparent attitude of attack, or any dog with a known propensity, tendency, or disposition to attack unprovoked, to cause injury, or to cause injury or otherwise to threaten the safety of humans or domestic animals.~~

~~*Proper enclosure of a dangerous dog* means, while on the owner's property, a dangerous dog shall be securely confined indoors or in a securely enclosed and locked pen or structure, suitable to prevent the entry of young children and designed to prevent the animal from escaping. Such pen or structure shall have secure sides and a secure top, and shall also provide protections from the elements for the dog.~~

~~*Public emergency* means any situation resulting from conditions of war, insurrection, contagious diseases or other circumstances which, in the opinion of the police chief and/or fire chief, warrants the restraint and confinement of animals within the premises of the owner or keeper.~~

Public park property means a property, including trails, forests, parks, facilities or open space areas purchased, constructed or owned by, on behalf of, or for the use of a public entity.

Public school ground means any property purchased, constructed or owned by, on behalf of, or for the use of a public entity associated with the instruction of children or people under college age.

Public swimming area means any body of water or portion of the body of water designated and signed for swimming, diving or recreational bathing, not contained in a structure, chamber or tank. This includes lakes, ponds, and streams, and similar outdoor facilities which are partially natural in character, together with buildings, equipment and appurtenances pertaining thereto, regardless of whether a fee is charged for the use.

~~*Restraint.* An animal is considered to be under "restraint" if it is confined within the property limits of its owner by a suitable fence or securely fixed object.~~

~~*Severe injury* means any physical injury that results in broken bones or disfiguring lacerations requiring multiple sutures or cosmetic surgery.~~

~~*Shelter* means a facility which is used to house or contain stray, homeless, abandoned or unwanted animals and which is owned, operated or maintained by a public body, an established humane society, animal welfare society, society for the prevention of cruelty to animals or other nonprofit organization devoted to the welfare, protection and humane treatment of animals.~~

~~*Spayed female* means a female dog which has been altered by a licensed veterinarian to avoid or prevent conception. Proof of such alteration must be evidenced by the certificate of a licensed veterinarian.~~

Sports field or *sports court* means a portion of public land where a play surface is designed or prepared for practicing or playing a game, including but not limited to soccer fields, baseball fields, football fields, tennis courts or basketball courts.

Synthetic turf means any manufactured surface used to cover a field, playground, or other recreational facility.

~~*Under control* means the animal is on a leash or under voice and/or signal control so as to be thereby restrained from approaching any bystander or other animal or from causing or being the cause of physical or property damage when off a leash or off the premises of the owner. The animal is not under control if it charges, chases, jumps on, or displays aggression toward other people or animals, or behaves in a way that any reasonable person would find disturbing.~~

~~*Under voice and/or signal control* means the immediate recall of an animal to the person in control of the animal when signaled or called. To be under effective voice and/or signal control, the animal must be within the sight of the person in control.~~

Veterinary hospital includes any establishment maintained and operated by a licensed veterinarian for the diagnosis, treatment and care of diseased or injured animals and for their care and training.

7.04.030 ~~Annual license required—Tag.~~ Domestic Cats Exempt From Pet Licensing Requirements.

Notwithstanding any language in KCC Title 11 to the contrary, domestic cats are exempt from pet licensing requirements.

~~Except as provided in MICC 7.04.070, it is unlawful to keep or harbor a dog over four months of age within the city unless an animal license is procured for the animal annually from the city or the city's authorized agent. The provisions of this section shall not apply to dogs whose owners are nonresidents, temporarily within the city for a period not exceeding 30 days, nor to dogs kept in duly licensed kennels during the period they are kept at such kennel, nor to dogs in the custody of a veterinarian.~~

7.04.040 Repealed Application for license—Fees.

~~Dog licenses shall be issued by the animal control authority upon application and payment of an annual license fee in the sum stipulated by the county ordinance currently in effect during the applicable contract year. Applications for a dog license shall be on forms provided by the animal control authority. The application shall list the name, address and phone number of the owner of the animal and such information shall be kept by the licensing official together with the number of the license issued.~~

7.04.050 Special permanent license—Purchase by residents 65 years of age or older.

City residents 65 years of age or older shall be entitled to purchase a special permanent license for the lifetime of the dogs for which they are the registered owner when the animals are maintained at the owners' residence. Eligible residents may purchase the special permanent animal licenses at the price stipulated by the county ordinance currently in effect during the applicable contract year for each licensed dog, and they shall not be required to annually purchase a new license for the lifetime of such licensed animals; provided, that no person shall be granted more than three permanent animal licenses for any combination of three dogs for which they are the registered owner; provided further, that any permanent license issued under this section shall terminate at any time the person issued such license ceases to be the owner of the licensed dog; and provided further, that the animal control authority is authorized to enact the necessary rules and procedures to efficiently implement the program.

7.04.060 Repealed Late penalty.

~~In addition to the appropriate license fee, a late penalty shall be charged to each owner who does not obtain a required license in the sum stipulated by the county ordinance currently in effect during the applicable contract year; however, no late penalty shall be charged if:~~

- ~~A. The owner submits proof of purchase of the animal within the preceding 30 days; or~~
- ~~B. The owner has moved into the city within the preceding 30 days; or~~
- ~~C. The animal had been under the age which requires a license (four months); or~~
- ~~D. The owner purchases the license(s) voluntarily, prior to in-person or field contact by animal control personnel; or~~
- ~~E. The owner submits other proof deemed acceptable in the rules and regulations of the animal control division.~~

7.04.070 Repealed Dog collar—Shape and size of license tag—Removal of tag.

~~Upon payment of the license fee, the animal control authority shall issue to the owner a tag for each dog so licensed. Each licensed dog shall be provided by the owner with a suitable collar or harness which shall be worn by the animal at all times when it is off the owner's premises. To such collar or harness shall be affixed a license tag provided by the animal control authority for the current year for which a license has been procured; provided, that a collar and license tag need not be worn by a show dog when under the control of its handler at an authorized show. Such license tag shall be so affixed as to hang and be discernible to a person of normal vision at not less than ten feet. The license tag shall be stamped with the number and year for which it~~

~~is issued. As an alternative to a license tag, at the option of the owner, a dog may be identified as licensed by being tattooed on its right ear or on its inside right thigh or groin with a license number approved or issued by the city animal control authority.~~

7.04.080 Repealed Lost tag—Replacement fee.

~~Any owner of a licensed dog whose current license tag has been lost or destroyed may obtain a replacement tag, prior to impounding of such dog, by payment of a fee established by the animal control authority.~~

7.04.090 Repealed Change in ownership—Fee.

~~Whenever the ownership of a dog changes, the new owner shall notify the licensing official and pay to the official a sum equal to 50 percent of the annual fee, whereupon the licensing official shall change the record accordingly for such dog and the previously issued license for such dog shall remain valid for the remainder of the year; provided, that license tags may be transferred by the owner from one dog to another owned by him if the dog for which the license was originally issued is dead, has been sold or otherwise disposed of.~~

7.04.100 Repealed License refund.

~~No refund shall be made on any dog license fee because of the death of the animal or the owner's departure from the city prior to the expiration of the license period.~~

7.04.110 Unlawful conduct—Owner responsible for violations.

The owner of an animal is responsible for, and may be charged with and held liable for, violations committed by his or her animal. It is unlawful as follows:

- A. For a domestic animal, with the exception of cats and service animals as defined in RCW 49.60.040, to enter or remain upon:
 - 1. Any public school ground, or associated school facilities,
 - 2. Any playground,
 - 3. Any sports court,
 - 4. Any sports field with a synthetic turf surface,
 - 5. Any sports field without a synthetic turf surface when practices, games, or other organized activities are in progress; otherwise, an animal must be under control when at the sports field,
 - 6. From May 1 to September 30, any public swimming area as designated by sign,
 - 7. From October 1 to April 30, any public swimming area as designated by sign, except when on a leash,
 - 8. The northeast quadrant of Pioneer Park, Deane's Children's Park ("Dragon Park") or Luther Burbank park property unless such animal is restrained by a leash or in a designated off-leash area on Luther Burbank park property, or
 - 9. Any other public park property not referred to in subsections (A)(1) through (8) of this section, unless such animal is under control.

Any animal which enters or remains upon any such public property contrary to these provisions is declared to be a public nuisance and may be impounded as such; provided, that the provisions of this section shall not apply to any controlled dog show, trial or class held on any public park property pursuant to authority granted by the city parks and recreation director, any service animals as defined in RCW 49.60.040, animal shows, exhibitions or dog training classes;

- B. For any animal to enter any place where food is stored, prepared, served or sold to the public, or any other public building or hall. This section shall not apply to service animals, as defined in RCW 49.60.040, to veterinary offices or hospitals, to animal shows, exhibitions or organized dog training classes where at least 24 hours advance notice has been given to the animal control authority by such persons requesting to hold such animal shows, exhibitions or dog training classes;
- C. ~~For a female dog to run at large while in heat (estrus);~~ While in heat, for a pet to be accessible to males of the same species, except for males of the same species, except for planned breeding;
- D. For a domestic animal, with the exception of cats, to roam, run, stray or to be away from the premises of the owner and to be on any other public place or on any other public property or the private property of another in the city, unless such animal while away from such premises is under control or restrained by leash, such control to be exercised by the owner or other competent and authorized person; and any such animal found roaming, running, straying or being away from the premises of the owner and not under control as herein provided may be impounded subject to redemption in the manner provided by this chapter. The owner of any licensed dog found roaming, running, straying, or being away from such premises contrary to the provisions of this subsection shall, in lieu of the dog being impounded, be issued an infraction for a violation of this chapter;
- E. For any domestic animal to chase, run after or jump at people riding in vehicles, or on bicycles, skateboards, roller skates, or other wheeled devices in public areas; ~~vehicles using the public streets and alleys;~~
- F. To harbor or permit on one's own property, property of another or a public place a barking dog after having received notice, written or oral, by the animal control officer or the city that a complaint, written or oral, has been made against such barking dog;
- G. To keep, harbor or maintain animals known to have a contagious disease unless under the treatment of a licensed veterinarian;
- H. For cattle, horses, goats, swine or sheep to escape from the premises owned, leased or occupied by the owner or custodian of such animals, or for such animals to run at large onto the streets, sidewalks or ways of the city or upon any property not owned, leased or occupied by such person;
- I. To stake out or tether cattle, horses, or goats upon public property of the city or upon the property of any person other than the owner of such animals without the prior consent of the owner, lessee or occupant of the land upon which such animals are staked or tethered;
- J. For a domestic animal to defecate on any public property or private property not owned by the owner unless the owner or person in control of said domestic animal immediately removes the deposited fecal matter from said property;
- K. For a person to have more than two animals under control on any public property.

7.04.115 Determination of off-leash areas.

The city council will determine off-leash areas.

7.04.120 ~~Repealed~~ Potentially dangerous dogs.

- ~~A. Declaration of a dog as potentially dangerous. The animal control authority may declare a dog to be a potentially dangerous dog, and place restrictions on such dog, if the animal control authority has probable cause to believe that the dog falls within the definition of potentially dangerous dog set forth in RCW 16.08.070 (or as hereafter amended). Such declaration must be based upon the following types of evidence, any amount or combination of which results in probable cause:~~
- ~~1. A declaration of a person that the animal has acted in a manner which causes it to fall within the definition of "potentially dangerous dog;"~~
 - ~~2. Animal bite report(s) filed with the animal control authority;~~
 - ~~3. Action(s) of the animal witnessed by any employee of the animal control authority or law enforcement officer; or~~
 - ~~4. Other substantial evidence, such as photographs of injuries caused by the animal, medical reports, etc.~~
- ~~B. The notice of written declaration shall be in writing and served on the owner in one of the following methods: certified and regular mail to the owner's last known address and/or personal service. The declaration shall include, but is not limited to:~~
- ~~1. A description of the dog;~~
 - ~~2. The name and address of the owner of the dog, if known;~~
 - ~~3. The whereabouts of the dog if not in custody of the owner;~~
 - ~~4. A brief summary of the facts upon which the declaration is based, if known, including the definition of potentially dangerous dog under which the declaration is being made and all reasons for which the animal control authority considers the animal to be a potentially dangerous dog;~~
 - ~~5. The statutory and municipal code basis for the proposed action;~~
 - ~~6. A statement that the dog is subject to the restrictions or controls placed on the animal or owner as a result of the declaration; and~~
 - ~~7. The ability and process for appealing the declaration by submitting a written request to the animal control authority.~~
- ~~C. Appeal. Appeals of potentially dangerous dog declarations shall be heard by the City of Mercer Island hearing examiner and conducted in accordance with MICC 7.04.235.~~
- ~~D. Exclusions. A dog shall not be declared a potentially dangerous dog if the animal control authority or hearing examiner determines that the threat, injury, or damage alleged to have been committed by the dog was sustained by a person who was at the time committing a willful trespass or other tort upon the premises occupied by the owner of the dog, or who was tormenting, abusing, or assaulting the dog, or who has in the past been observed or reported to have tormented, abused, or assaulted the dog, or who was committing or attempting to commit a crime. Further, this section 7.04.120 shall not apply to police dogs as defined in RCW 4.24.410.~~
- ~~E. Restraint. Notwithstanding any other provisions of this chapter, it is unlawful for an owner of a potentially dangerous dog to permit the dog to be allowed or permitted to run free and physically unrestrained or off leash or not otherwise under physical restraint, unless within a fenced yard or similar restraint reasonably designed to prevent the dog from running free and physically unrestrained. It is provided, however, that the top of such fence shall be at least six feet in height as measured from the ground level, unless there is a secured top—full enclosure—to the fenced-in area; and it is further provided, that such fence or enclosure area shall comply with all applicable city codes. For purposes of this section, a~~

~~dog solely under voice and/or signal control shall be considered to be "physically unrestrained." Any person who violates this section shall be guilty of a misdemeanor.~~
~~F. The owner of a potentially dangerous dog is responsible for taking measures to ensure that the dog does not escape the above restraints.~~

7.04.125 Review of potentially dangerous dog designation.

- A. If, after 24 months of the animal control officer declaring an animal a potentially dangerous dog (provided such declaration is not overturned by the hearing examiner or a reviewing court), no violations of this chapter or RCW Chapter 16.08 have occurred, the owner of a potentially dangerous dog may request review of the potentially dangerous dog designation. The request shall be made in writing and submitted to ~~the city clerk~~ [RASKC](#).
- B. Review and notification to the owner of the outcome of the request shall be made within 30 days of RASKC's receipt of the written request. The outcome of the request shall be determined by ~~the animal control authority~~ [RASKC](#) pursuant to this section and shall be the final decision of the city.
- C. Reclassification of a potentially dangerous dog pursuant to this section means that the dog will no longer be considered a potentially dangerous dog by the city pursuant to this chapter, unless the dog is again declared to be a potentially dangerous dog as set forth in this chapter.

7.04.130 ~~Repealed Dangerous dogs.~~

- ~~A. This section 7.04.130 is supplemental to the provisions of RCW 16.08.080 and 16.08.090 (or as may be hereafter amended).~~
- ~~B. Should the animal control authority issue a final determination that a dog is a dangerous dog, the owner may appeal the animal control authority's determination. Appeals of dangerous dog determinations shall be heard by the City of Mercer Island hearing examiner and conducted in accordance with MICC 7.04.235.~~
- ~~C. In addition to other licensing fees as provided within this chapter, the owner of a dangerous dog shall pay to the city a dangerous dog registration fee in the amount of \$250.00 for calendar year 2021 and for subsequent years, starting in 2022, the registration fee shall be in an amount as set by the city council in the city fee schedule. Further, the owner of a dangerous dog shall comply with the city's dangerous dog registration procedures, including providing the city with a photograph of the dangerous dog each year. Such photograph(s) shall show the dog's coloring and body shape.~~

7.04.140 ~~Repealed Confiscation of dangerous dogs.~~

- ~~A. This section 7.04.140 is supplemental to the provisions of RCW 16.08.100 (or as may be hereafter amended).~~
- ~~B. A dangerous dog impounded in violation of dangerous dog requirements shall not be released during investigation of or prosecution due to failure to comply with dangerous dog requirements. Any person convicted of failing to comply with dangerous dog requirements shall make restitution to the city for all costs incurred in boarding and disposition of such dog and shall forfeit any interest in such dog.~~

7.04.210 ~~Confinement~~ [Required quarantine](#) of biting animal.

It is unlawful for the owner of any animal, when notified that such animal has bitten any person or has so injured any person as to cause an abrasion of the skin, to sell or give away such animal [during the required quarantine period of 10 days](#), ~~or permit to allow such animal to be taken beyond the limits of the city except to a veterinary hospital, and it shall be the duty of such~~

~~owner upon receiving notice of such biting to immediately place such animal in a duly licensed veterinary hospital where such animal shall be confined for a period of at least ten days or to deliver such animal to any officer for such placement; provided, upon authorization of a licensed veterinarian with the consent of the city authorized health officer, such animal may be released to the custody of its owner upon the owner's undertaking to~~ The owner shall keep the ~~same animal~~ securely ~~chained and~~ confined to the premises of the owner and segregated from any other animals during such required quarantine period. ~~If an owner is unable, unwilling, or fails to properly confine the animal during the ten-day quarantine period they will be required, at their expense, to place the animal in veterinary clinic or boarding facility for the quarantine period.~~

7.04.220 Repealed Enforcement power.

- ~~A.—The county animal control authority, as agent of the city, or any other duly authorized agent of the city acting alone or in concert with other municipalities, is authorized to take such lawful action as may be required to enforce the provisions of this chapter and the laws of the state as they pertain to animal cruelty, shelter, welfare and enforcement.~~
- ~~B.—The officer or official shall not enter a building designated for use for private purposes unless a proper warrant has first been issued upon a showing that the officer or official has reasonable cause to believe an animal is being maintained in the building in violation of this chapter.~~
- ~~C.—The officer or official, while pursuing or observing any animal in violation of this title, may enter upon any public or private property, except any building designated for and used for private purposes, for the purpose of abating the animal violation being pursued or observed.~~
- ~~D.—No person shall deny, prevent, obstruct, or attempt to deny or prevent or obstruct an officer from pursuing any animal observed to be in violation of this title. Further, no person shall fail or neglect, after a proper warrant has been presented, to promptly permit the officer or official to enter private property to perform any duty imposed by this chapter.~~

7.04.230 Violation—Penalty.

Any person who violates, or whose animal violates, any provision of this chapter may be issued a civil infraction, as authorized by RCW Chapter 7.80, unless otherwise specified by this chapter. Each separate day of noncompliance with this chapter shall be deemed a separate violation of this chapter and subject to a separate notice of civil infraction. ~~The city manager will be authorized to set a fine not to exceed \$250.00 for each violation~~ The fine for this civil infraction is set at \$250.00 for each violation. A notice of infraction issued under this section shall comply with the requirements of RCW 7.80.070 and represents a determination that a civil infraction has been committed. This determination is final unless the person seeks a contested or mitigated hearing pursuant to RCW 7.80.080.

7.04.235 Repealed Appeals of potentially dangerous dog declarations or dangerous dog declarations.

- ~~A.—Filing. A notice of appeal, substantially in the form prescribed, shall be filed with the city clerk within 20 days of receiving a potentially dangerous dog declaration or final dangerous dog determination (notices that are mailed will be presumed to have been delivered three days after placing the notice in the mail for delivery). No fee is required to file a notice of appeal under this section 7.04.235. If the owner does not file a timely written request for hearing, the restrictions imposed in connection with the potentially dangerous dog declaration or final dangerous dog determination shall remain in effect for the life of the animal, unless sooner lifted by action of the animal control authority or a court of competent jurisdiction.~~

- ~~B. *Form.* An appeal pursuant to this section shall be written and shall conform substantially to the following requirements:~~
- ~~1. A caption reading: "Appeal of _____," giving the names of all appellants participating in the appeal;~~
 - ~~2. A brief statement setting forth the legal interest of each of the appellants;~~
 - ~~3. A brief statement of the specific action appealed, together with any material facts claimed to support the contentions of the appellant(s);~~
 - ~~4. A brief statement of the relief sought, and the reasons why the potentially dangerous dog declaration or final dangerous dog determination should be reversed, modified, or otherwise set aside;~~
 - ~~5. Signatures of all parties named as appellants, and their official mailing addresses; and~~
 - ~~6. Certification (by signature of the appellant(s)) that to the best of the appellant(s)' knowledge, information, and belief, the appeal is well grounded in fact.~~
- ~~C. *Scheduling of hearing.* Upon receipt of a timely filed notice of appeal, a hearing shall be scheduled not more than 60 days from the date of the filing of the notice of appeal. The hearing examiner shall send written notice of the date of the hearing to the appellant(s) and the animal control authority at least 20 days prior to the scheduled hearing date. It shall be the responsibility of the parties to notify witnesses of the hearing date. The failure of the appellant(s) to appear at the hearing shall result in a denial of the appeal and upholding of the potentially dangerous dog declaration or final dangerous dog determination.~~
- ~~D. *Enforcement stayed during pendency of appeal.* Unless otherwise determined by the hearing examiner, enforcement of the potentially dangerous dog declaration or final dangerous dog determination shall be stayed during the pendency of the appeal.~~
- ~~E. *Duties of the hearing examiner.* The hearing examiner may uphold, dismiss, or modify the potentially dangerous dog declaration or final dangerous dog determination. A written order shall be prepared and signed by the hearing examiner.~~
- ~~F. *Presentation of evidence.* At the appeal hearing, the hearing examiner shall take evidence relevant to the appeal. Testimony may be provided in the form of signed written statements pursuant to RCW 9A.72.085. Further, the hearing examiner shall have the authority to issue subpoenas and subpoenas duces tecum.~~
- ~~G. *Burden of proof and standard of review.* At the appeal hearing before the hearing examiner, the animal control authority shall have the burden of proving that the dog is a potentially dangerous dog or dangerous dog by a preponderance of the evidence.~~
- ~~H. *Hearing.* The owner of the dog may present evidence in defense of the dog, including but not limited to: documentation and/or witnesses (both lay and expert) to present testimony in defense of the dog. The parties may conduct cross examination of witnesses. The hearing examiner shall weigh the evidence presented by both the animal control authority and the owner (if applicable), and shall issue a written decision that sustains, modifies, or reverses the animal control authority's determination or declaration. If the potentially dangerous dog declaration or final dangerous dog determination is reversed or modified and an appeal is not timely filed by the animal control authority, any previously imposed restrictions on the dog shall be annulled.~~
- ~~I. *Decision final.* The hearing examiner's decision shall be the city's final decision and no reconsideration or appeal is available through either the hearing examiner or the city.~~

7.04.240 RCW Title 16, Animals and livestock.

The following statutes of RCW Title 16, Animals and livestock, are adopted, by reference as now existing or hereafter amended, as follows:

RCW 16.08.080 Dangerous dogs—Notice to owners—Right of appeal—Certificate of registration required—Surety bond—Liability insurance—Restrictions.

RCW 16.08.090 Dangerous dogs—Requirements for restraint—Potentially dangerous dogs— not declared dangerous.

RCW 16.08.100 Dangerous dogs—Confiscation—Conditions—Duties of animal control authority—Penalties and affirmative defenses for owners of dogs that attack.

RCW 16.52.011 Definitions—Principles of liability.

RCW 16.52.015 Enforcement—Law enforcement agencies and animal care and control agencies.

RCW 16.52.020 Humane societies—Enforcement authority.

RCW 16.52.025 Humane societies—Animal control officers.

RCW 16.52.080 Transporting or confining in unsafe manner—Penalty.

RCW 16.52.085 Removal of animals for feeding—Examination—Notice—Euthanasia.

RCW 16.52.090 Docking horses—Misdemeanor.

RCW 16.52.095 Cutting ears—Misdemeanor.

RCW 16.52.100 Confinement without food and water—Intervention by others.

~~RCW 16.52.110 Old or diseased animals at large.~~

RCW 16.52.117 Animal fighting—Prohibited behavior—Class C felony—Exceptions.

~~RCW 16.52.165 Punishment—Conviction of misdemeanor.~~

RCW 16.52.180 Limitations on application of chapter.

RCW 16.52.185 Exclusions from chapter.

RCW 16.52.190 Poisoning animals—Penalty.

RCW 16.52.193 Poisoning animals—Strychnine sales—Records—Report on suspected purchases.

RCW 16.52.200 Sentences—Forfeiture of animals—Liability for costs—Civil penalty—Education, counseling.

RCW 16.52.205 Animal cruelty in the first degree.

RCW 16.52.207 Animal cruelty in the second degree.

RCW 16.52.210 Destruction of animal by law enforcement officer—Immunity from liability.

RCW 16.52.220 Transfers of mammals for research—Certification requirements—Pet animals.

RCW 16.52.225 Nonambulatory livestock—Transporting or accepting delivery—Gross misdemeanor—Definition.

RCW 16.52.230 Remedies not impaired.

RCW 16.52.300 Dogs or cats used as bait—Seizure—Limitation.

RCW 16.52.305 Unlawful use of hook—Gross misdemeanor.

RCW 16.54.010 When deemed abandoned.

RCW 16.54.020 Disposition of abandoned animal by person having custody.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 7019
October 20, 2026
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 7019: Planning Commission Restructure (Ordinance No. 26C-16, First Reading)	☐ Discussion Only ☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution
RECOMMENDED ACTION:	Schedule Ordinance No. 26C-16 for second reading and adoption on November 3, 2026.	

DEPARTMENT:	City Manager
STAFF:	Jessi Bon, City Manager Jeff Thomas, Community Planning & Development
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 26C-16
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda item is to present Ordinance No. 26C-16 for first reading to restructure the Planning Commission.

- After discussing the Community Planning and Development Department's land use work plan at the City Council Planning Session on March 1, 2024, the City Manager was directed to bring a proposal to City Council on April 2, 2024, aiming to reconstitute the Planning Commission.
- On April 2, 2024 the City Manager presented various options for reconstitution of the Planning Commission to the City Council for consideration ([AB 6441](#)).
- The City Council discussed and selected various options and further directed staff to bring back an ordinance on April 16, 2024 for first reading containing these selected options to amend MICC, Chapter 3.46 to reconstitute the Planning Commission.
- With first reading on April 16, 2024 and a second reading on May 7, 2024, the City Council adopted [Ordinance No. 24C-06](#) amending MICC Chapter 3.46 to reconstitute the Planning Commission.
- At the October 6, 2026 Council Meeting, the City Manager presented options for the City Council regarding restructuring the Planning Commission following members of the City Council expressing interest in revisiting this discussion ([AB 7018](#)).
- The City Council provided direction to the City Manager prepare an ordinance to restructure the Planning Commission to include 5 members, a residency requirement, no compensation and

encouraging applicants who have an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development as evidenced by training or experience to apply as a broad mix of occupational backgrounds is desired.

BACKGROUND

The City Council conducted a Planning Session on March 1, 2024. An overview of the Community Planning and Development Department's land use work plan was presented as part of the agenda. To increase land use planning capacity and efficiency as well as provide additional direction to work program priorities, the City Council made several motions including the following:

Direct the City Manager to bring a proposal to City Council at its regular meeting on April 2, aiming to reconstitute the Planning Commission. The new composition shall include four (4) land use professionals not affiliated with Mercer Island entities or interests, to be compensated for their dedicated time, and three (3) laypersons who are Mercer Island residents. The proposal must specify the effective date, detail the range of the number of meetings that will occur annually, outline the annual cost, and describe any necessary amendments to the Mercer Island Municipal Code (MICC).

On April 2, 2024, the City Manager presented options for the City Council to evaluate reconstitution of the Planning Commission ([AB 6441](#)). The City Council directed the City Manager to prepare an ordinance to amend Chapter 3.46 MICC regarding the Planning Commission as follows:

- **Effective Date:** January 15, 2025
- **Member Composition:** 2/2/1 Paid Practitioner – Non-Resident / Lay Person – Resident / Paid Practitioner – Resident; any vacancy may be filled by a resident lay person if unable to find a qualified paid practitioner.
- **Paid Practitioner – Non-Resident Definition:** An individual not affiliated with Mercer Island entities or interests with a minimum of five years of experience in land use planning as well as five years of such experience in the State of Washington. Examples of qualifying positions include land use / municipal attorney, hearing examiner, urban planner or architect, engineer, or builder with land use experience. Demonstrated experience in public service, working with the Growth Management Act (GMA), Shoreline Management Act (SMA), and State Environmental Policy Act (SEPA) as well as the drafting of land use policies and codes preferred. This position will be compensated.
- **Lay Person – Resident Definition:** An individual with general interest in land use planning, environmental affairs, and/or economic development. Demonstrated experience in public service and land use planning preferred. Proof of Mercer Island residency required. This position will not be compensated.
- **Paid Practitioner – Resident Definition:** An individual with a minimum of five years of experience in land use planning as well as five years of such experience in the State of Washington. Examples of qualifying positions include land use / municipal attorney, hearing examiner, urban planner or architect, engineer, or builder with land use experience. Demonstrated experience in public service, working with the Growth Management Act (GMA), Shoreline Management Act (SMA), and State Environmental Policy Act (SEPA) as well as the drafting of land use policies and codes preferred. Proof of Mercer Island residency required. This position will be compensated.
- **Annual Meeting Frequency Options:** 21 (11 Regular Meetings + Up To 10 Special Meetings)
- **Paid Practitioner Compensation Options:** Flat Rate Per Meeting Completed

- **Paid Practitioner Annual Compensation Maximum Amount Options:** Not to Exceed \$10,500 Per Paid Practitioner (\$500 Per Meeting)
- **Paid Practitioner Poor Performance – Termination Authority:** Only the City Council can terminate.
- **Planning Commission Seats:** Permanently reduce the Planning Commission to 5 seats on June 1, 2024.

Following first reading on April 16, 2024 ([AB 6454](#)) and second reading on May 7, 2024 ([AB 6460](#)), the City Council adopted Ordinance No. 24C-06 amending [MICC Chapter 3.46](#) to reconstitute the Planning Commission.

Since the current format was implemented in January 2025, the Planning Commission has met approximately 20 times. Under the current compensation structure, Commission members receive \$500 per meeting. The City has paid approximately \$45,000 in Planning Commission compensation during this period.

In June 2026, Commissioner Akyuz resigned from the Planning Commission, creating a mid-term vacancy. [Section 8 of the City Council Rules of Procedure](#), which governs City advisory boards and commissions, provides that when a vacancy occurs mid-term, the City Council shall appoint a person to fill the unexpired term within 60 days, or as soon as reasonably practicable. The City Manager delayed opening of the recruitment until September 3 because it is challenging to recruit during the summer months. The current recruitment period closes on Friday, October 9, and, as of this writing, the City has received five applications.

Members of the City Council contacted the Mayor and City Manager to request that the current Planning Commission structure be revisited. Because any change to the Commission's structure requires consideration by the full City Council and an amendment to the City Code, the Mayor placed this item on the October 6, 2026 City Council meeting for discussion ([AB 7018](#)).

ISSUE/DISCUSSION

PLANNING COMMISSION RESTRUCTURE

At its October 6, 2026 meeting, the City Council directed the City Manager to prepare an ordinance restructuring the Planning Commission as follows:

- Five members
- A residency requirement
- No compensation
- Encouragement for applicants who have an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development as evidenced by training or experience

At the same meeting, the City Council suspended the City Council Rules of Procedure that require vacant Planning Commission positions to be filled within 60 days or as soon as reasonably practicable. Staff have notified current applicants that their applications will be considered once the new structure is established and appointments can be made.

ORDINANCE NO. 26C-16

Proposed Ordinance No. 26C-16 (Exhibit 1) would:

- Maintain five positions with staggered four year terms.
- Require residency within Mercer Island city limits.
- Provide that members receive no compensation.
- Remove the annual cap on regular and special meetings.
- Encourage applicants who have an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development as evidenced by training, experience, or actions.
- State that the appointment process should aim to evenly represent these areas of interest and reflect the City's diverse community, and that members represent the public interest rather than specific interest groups.
- Remove all members serving before the ordinance's effective date (Section 2). The removal is for just cause, which the ordinance defines as the Council's exercise of its legislative discretion to restructure the Commission with different membership criteria and terms of service.

RESTRUCTURE TIMING

Only one Planning Commission meeting is currently scheduled, on October 28, 2026. Community Planning and Development staff have confirmed there are no other pending land use matters through the end of the year.

The City Manager recommends concluding the current Planning Commission on November 17, 2026, which is the day after the Ordinance is effective. Recruitment for the next Planning Commission would begin at the end of November with appointments anticipated in January or February 2027.

RECOMMENDED ACTION

Schedule Ordinance No. 26C-16 for second reading and adoption on November 3, 2026.

**CITY OF MERCER ISLAND
ORDINANCE NO. 26C-16**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
AMENDING CHAPTER 3.46 OF THE MERCER ISLAND CITY CODE RELATED
TO PLANNING COMMISSION; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, at its October 6 meeting, following expressions of interest by members of the City Council in reviewing the structure of the Planning Commission, the City Manager presented options to the City Council for restructuring the Commission; and

WHEREAS, the City Council directed the City Manager to prepare an ordinance restructuring the Planning Commission to consist of five members, with a residency requirement and no compensation, and encouraging applicants with an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development, as evidenced by training or experience; and

WHEREAS, the City Council finds that the restructuring set forth in this ordinance is in the best interest of the City and its residents; and

WHEREAS, the City Council considered the proposed amendments on October 20, 2026 (first reading) and November 3, 2026 (second reading).

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

Section 1: **Chapter 3.46 MICC, Planning Commission, Amended.** Chapter 3.46 MICC, Planning Commission, is hereby amended as follows:

**Chapter 3.46
PLANNING COMMISSION**

Sections:

- 3.46.010 Established.
- 3.46.020 Purpose – Function and jurisdiction.
- 3.46.030 Membership.
- 3.46.040 Meetings – Organization.

3.46.010 Established.

There is, established pursuant to RCW Chapter 35A.63, a commission to be known as the “planning commission.”

3.46.020 Purpose – Function and jurisdiction.

The planning commission shall serve in an advisory capacity to the City Council and have the following duties and responsibilities:

- A. Review and make recommendations on amendments to the comprehensive plan;
- B. Review and make recommendations on amendments to development regulations;

- C. Hold public hearings in the exercise of its duties and responsibilities;
- D. Such other duties as may be assigned by the City Council or established by local ordinance or State statute; and
- E. When applicable, complete tasks in subsections A through D within the timeframe established by city council.

3.46.030 Membership

A. Qualifications.

1. Applicants who have an interest in environmental affairs, planning, architecture, land use, property development, and/or economic development as evidenced by training, experience, or actions are encouraged to apply. ~~Paid practitioner non-resident. An individual not affiliated with Mercer Island entities or interests with a minimum of five years of experience in land use planning in the state of Washington. Examples of qualifying positions include land use/municipal attorney, hearing examiner, urban planner, or architect, engineer or builder with land use experience. Demonstrated experience in public service, working with the Growth Management Act (GMA), Shoreline Management Act (SMA) and State Environmental Policy Act (SEPA) as well as the drafting of land use policies and codes preferred. This position will be compensated.~~
2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city's diverse community. Appointed members shall represent the public interest and not specific interest groups. ~~Lay person resident. An individual with general interest in land use planning, environmental affairs, and/or economic development. Demonstrated experience in public service and land use planning preferred. Proof of Mercer Island residency required. This position will not be compensated.~~
3. ~~Paid practitioner resident. An individual with a minimum of three years of experience in land use planning in the state of Washington. Examples of qualifying positions include land use / municipal attorney, hearing examiner, urban planner, or architect, engineer or builder with land use experience. Demonstrated experience in public service, working with the Growth Management Act (GMA), Shoreline Management Act (SMA) and State Environmental Policy Act (SEPA) as well as the drafting of land use policies and codes preferred. Proof of Mercer Island residency required. This position will be compensated.~~

B. Members.

1. **Number.** The planning commission shall consist of five members, serving in nonpartisan positions.
 - a. ~~Two paid practitioner non-resident.~~
 - b. ~~Two lay person resident.~~
 - c. ~~One paid practitioner resident.~~~~Notwithstanding the above, any vacancy may be filled by a resident lay person if unable to find a qualified paid practitioner. Additionally, the council should give preference to appointing resident paid practitioner applicants for any open planning commission positions.~~

2. *Residency.* Residency within the city limits of Mercer Island is a requirement to be appointed and to serve on the planning commission.

32. *Terms.* The term of each member is four years and expires on May 31 of the last year of the term or until the member's successor is appointed. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring in successive years: positions 1 and 2; positions 3 and 4; position 5. Except, to stagger the expiration of the terms, the initial term for position 5 shall be two years, and for positions 3 and 4 they shall be three years — all expiring on May 31 after the second and third anniversaries of their initial appointments, respectively.

43. *Term limits.* No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive-term limit.

54. *Staff liaison.* The city manager shall appoint a staff liaison to assist with support services for the planning commission. Such staff support shall include, but not be limited to, the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

- C. *Appointment.* Appointments to the planning commission will be made by a vote of the city council during a regularly scheduled ~~open~~-meeting.
- D. *Removal.* Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absences from more than three consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.
- E. *Compensation.* No compensation will be paid to members for serving on the Planning Commission. ~~Paid practitioners shall be compensated \$500.00 per meeting of the planning commission attended (regular or special).~~

3.46.040 Meetings – Organization.

~~The planning commission shall not meet more than a total of 11 regular meetings and up to ten special meetings each calendar year.~~ The time and place of meetings and other rules and regulations shall be determined by the planning commission, which shall be on file with the city clerk.

Section 2: ~~**Removed.**~~ All members of the Planning Commission serving prior to the effective date of this ordinance are removed from the Planning Commission for just cause. Just cause for removal is the City Council's exercise of its legislative discretion to restructure the Planning Commission with different criteria for membership and terms for serving in the Planning Commission.

Section 3: **Severability.** If any section, sentence, clause or phrase of this Ordinance or any municipal code section amended hereby should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity of any other section, sentence, clause or phrase of this Ordinance or the amended code section.

Section 4: **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 forced on November 17, 2026 provided that five days have passed since the date of publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON NOVEMBER 3, 2026.

CITY OF MERCER ISLAND

David Rosenbaum, Mayor

Approved as to Form:

ATTEST:

Bio Park, City Attorney

Andrea Larson, City Clerk

Date of Publication: _____



2026 PLANNING SCHEDULE

Item 10.

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

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

NOVEMBER 3, 2026		DD	FN	CA	Clerk	CM
ABSENCES:		10/22	10/23	10/23	10/26	10/26
ITEM TYPE TIME TOPIC				STAFF		
CONSENT AGENDA						
--	AB xxxx: October 23, 2026 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Certification of Claims October 1-15, 2026			LaJuan Tuttle/Ashley Olson		
--	AB xxxx: Shop Small Month, Proclamation No. xxx			Mayor Rosenbaum/Andrea Larson		
--	AB xxxx: Diwali, Proclamation No. xxxx			Mayor Rosenbaum/Andrea Larson		
--	AB xxxx: Animal Control Code Update (Second Reading of Ordinance 26X-XX)			Robbie Cunningham Adams/Mike Seifert/Bio Park		
--	AB xxxx: Luther Burbank Park Sport Courts Renovation Project Closeout			Jason Kintner/Kellye Hilde/Shelby Perrault/Sarah Bluvas		
REGULAR BUSINESS						
60	AB xxxx: Draft 2027 State and Regional Legislative Priorities Review			Jessi Bon/Robbie Cunningham Adams		
EXECUTIVE SESSION						

NOVEMBER 17, 2026 – PACKET TO PUBLISH TUESDAY 11/10		DD 11/4	FN 11/5	CA 11/5	Clerk 11/6	CM 11/6
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: November 10, 2026 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Certification of Claims October 16-31, 2026			LaJuan Tuttle/Ashley Olson		
--	AB xxxx: Adoption of 2027 State and Regional Legislative Priorities			Jessi Bon/Robbie Cunningham Adams		
--	AB xxxx: 2027 Fee Schedule Adoption			Ali Spietz/Matt Mornick		
--	AB xxxx: Resolution Authorizing the City Manage to Execute Leases for Recreation Facilities and Spaces (Resolution No. xxxx)			Ryan Daly		
REGULAR BUSINESS						
30	AB xxxx: Public Hearing: 2027-2028 Biennial Budget - Receive Q3 2026 Financial Status Update and Budget Amending Ordinance (Ord. No. 26-xx), Adopt 2027 Property Tax			Matt Mornick/ LaJuan Tuttle/ Ben Schumacher		

	Ordinances (Ord. Nos. 26-xx and 26-xx), and Adopt 2027 NORCOM Budget (Resolution No. xxxx)		Item 10.
15	AB xxxx: Public Hearing: Renew Interim Regulations Related to Middle Housing and ADU's (HB 1110 / HB 1337) (First Reading, Ord. No. 26-17)	Jeff Thomas/Molly McGuire	
15	AB xxxx: Public Hearing: Renew Interim Regulations Related to Unit Lot Subdivisions (SB5258) (First Reading, Ord. No 26-18)	Jeff Thomas/Molly McGuire	
15	AB xxxx: MICC Title 19 Zoning Map Amendment (First Reading, Ord. No. 26C-xx)	Jeff Thomas/Molly McGuire	
15	AB xxxx: Set the 2026 Annual Docket (Resolution No. xxxx)	Jeff Thomas/Madelyn Nelson	
EXECUTIVE SESSION			

DECEMBER 1, 2026		DD	FN	CA	Clerk	CM
ABSENCES:		11/19	11/20	11/20	11/23	11/23
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: November 25, 2026 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Certification of Claims November 1-15, 2026			LaJuan Tuttle/Ashley Olson		
--	AB xxxx: Comprehensive Plan Land Use Map Amendment (Second Reading, Ord. No. 26-13)			Jeff Thomas/Molly McGuire		
--	AB xxxx: Renew Interim Regulations related to Middle Housing and ADU’s (HB 1110 / HB 1337) (Second Reading, Ord. No. 26-xx)			Jeff Thomas/Molly McGuire		
--	AB xxxx: Renew Interim Regulations related to Unit Lot Subdivisions (SB 5258) (Second Reading, Ord. No. 26-xx)			Jeff Thomas/Molly McGuire		
--	AB xxxx: MICC Title 19 Zoning Map Amendment (Second Reading, Ord. No. 26C-xx)			Jeff Thomas/Molly McGuire		
	AB xxxx: Sewer Pump Station Generator Replacement Project Closeout			Jason Kintner/Kellye Hilde/Chris Marks		
	AB xxxx: Sewer SCADA System Replacement Project Closeout			Jason Kintner/Kellye Hilde/Chris Marks		
REGULAR BUSINESS						
15	AB xxxx: Public Hearing: 2027-2028 Biennial Budget Adoption (Ord. No. 26-xx)			Matt Mornick/LaJuan Tuttle/Ben Schumacher/Lindsey Mitchell		
EXECUTIVE SESSION						

DECEMBER 15, 2026 – POTENTIALLY CANCELED		DD	FN	CA	Clerk	CM
ABSENCES:		12/3	12/4	12/4	12/7	12/7
ITEM TYPE TIME TOPIC				STAFF		

STUDY SESSION		
SPECIAL BUSINESS		
CONSENT AGENDA		
REGULAR BUSINESS		
EXECUTIVE SESSION		

2027 PLANNING SCHEDULE

JANUARY 5, 2027 ABSENCES:			DD	FN	CA	Clerk	CM
ITEM TYPE TIME TOPIC					STAFF		
STUDY SESSION							
SPECIAL BUSINESS							
CONSENT AGENDA							
--	AB xxxx: December 10, 2026 Payroll Certification				Ali Spietz/Nicole Vannatter		
--	AB xxxx: December 24, 2026 Payroll Certification				Ali Spietz/Nicole Vannatter		
REGULAR BUSINESS							

EXECUTIVE SESSION

JANUARY 19, 2027

ABSENCES:

DD

FN

CA

Clerk

CM

ITEM TYPE | TIME | TOPIC

STAFF

STUDY SESSION

SPECIAL BUSINESS

CONSENT AGENDA

REGULAR BUSINESS

60

AB xxxx: Scope and Schedule Discussion for Permanent Regulations related to Middle Housing, ADU's and Unit Lot Subdivisions

Alison Van Gorp/Madelyn Nelson

EXECUTIVE SESSION