



# CITY OF MERCER ISLAND

## CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, February 07, 2023 at 5:00 PM

### MERCER ISLAND CITY COUNCIL:

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

### LOCATION & CONTACT:

Mercer Island City Hall and via Zoom  
9611 SE 36th Street | Mercer Island, WA 98040  
206.275.7793 | [www.mercerisland.gov](http://www.mercerisland.gov)

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

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

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

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

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

**Join by Telephone at 5:30 PM (Appearances will start sometime after 6:00 PM):** To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **847 5312 0808** and Password **730224** if prompted.

**Join by Internet at 5:30 PM (Appearances will start sometime after 6:00 PM):** To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **847 5312 0808**; Enter Password **730224**
- 4) The City Clerk will call on you by name or refer to your email address when it is your turn to speak.  
Please confirm that your audio works prior to participating.

**Join in person at Mercer Island City Hall at 5:30 PM (Appearances will start sometime after 6:00 PM):** – Council Chambers - 9611 SE 36<sup>th</sup> Street

**Submitting Written Comments:** Email written comments to the City Council at [council@mercerisland.gov](mailto:council@mercerisland.gov).

## MEETING AGENDA - Revised

### EXECUTIVE SESSION

#### 1. Pending or Potential Litigation

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

### CALL TO ORDER & ROLL CALL, 5:30 pm

### PLEDGE OF ALLEGIANCE

## AGENDA APPROVAL

### STUDY SESSION

#### 2. AB 6225: King County Crisis Care Centers Levy Presentation – Added 2/2/23

**Recommended Action:** Receive presentation. No action necessary.

### SPECIAL BUSINESS

#### 3. AB 6221: Public Hearing on Draft Climate Action Plan

**Recommended Action:** Conduct the public hearing

### CITY MANAGER REPORT

### APPEARANCES

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

### CONSENT AGENDA

#### 4. AB 6213: January 13, 2023 Payroll Certification

**Recommended Action:** Approve the January 13, 2023 Payroll Certification (Exhibit 1) in the amount of \$998,971.58 and authorize the Mayor to sign the certification on behalf of the entire City Council.

#### 5. AB 6214: January 27, 2023 Payroll Certification

**Recommended Action:** Approve the January 27, 2023 Payroll Certification (Exhibit 1) in the amount of \$973,028.02 and authorize the Mayor to sign the certification on behalf of the entire City Council.

#### 6. Certification of Claims:

A. Check Register | 214493-214553 | 1/13/2023 | \$482,943.51

B. Check Register | 214554-214636 | 1/20/2023 | \$391,065.40

C. Check Register | 214637-214732 | 1/27/2023 | \$644,088.35

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

#### 7. City Council Meeting Minutes of January 17, 2023 Regular Hybrid Meeting

**Recommended Action:** Approve the minutes of the January 17, 2023 Regular Hybrid Meeting.

#### 8. AB 6217: Community Conversations Series Wrap-Up

**Recommended Action:** Receive report. No action necessary.

#### 9. AB 6211: Reservoir Improvement Project (WU0103) Bid Award

**Recommended Action:**

1. Award the Reservoir Improvement Project to Paso Robles Tank, Inc. in the amount of \$5,791,413, set the total project budget at \$7,119,602, and authorize the City Manager to execute the construction contract.

2. Authorize a \$1,564,602 expenditure budget carry-forward in the Water Fund from the 2021-2022 project budget savings.

#### 10. AB 6219: 2022 Countywide Planning Policy Amendments

**Recommended Action:** Approve Resolution No. 1643 ratifying proposed amendments to the King County Countywide Planning Policies.

#### 11. AB 6224: 2023 Aerial Mapping Project Interlocal Agreement

**Recommended Action:** Authorize the City Manager to enter and execute the interlocal agreement with eCityGov Alliance and other area jurisdictions for the 2023 Aerial Mapping Project substantially in the form attached as Exhibit 1.

## **REGULAR BUSINESS**

### **12. AB 6218: 2023 City Council Liaison to Mercer Island Chamber of Commerce**

**Recommended Action:** Appoint a Councilmember to serve as the 2023 Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.

### **13. AB 6223: ARCH Housing Trust Fund Project Approval**

**Recommended Action:** Approve the use of \$127,600 from the City's contributions to the ARCH Housing Trust Fund as recommended by the ARCH Executive Board and authorize execution of any related agreements and documents.

### **14. AB 6220: WA State Legislative Session Update – Added 2/3/23 – Revised 2/6/23**

**Recommended Action:** Approve letter of opposition to HB1110, regarding increasing middle housing in areas traditionally dedicated to single-family detached housing, substantially in the form attached as Exhibit 2.

## **OTHER BUSINESS**

### **15. Planning Schedule**

### **16. Councilmember Absences & Reports**

## **EXECUTIVE SESSION**

### **17. Pending or Potential Litigation**

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

#### **Collective Bargaining**

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

## **ADJOURNMENT**



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6225**  
**February 7, 2023**  
**Special Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6225: King County Crisis Care Centers Levy Presentation	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Receive presentation. No action necessary.	

<b>DEPARTMENT:</b>	Youth and Family Services
<b>STAFF:</b>	Ali Spietz, Chief of Administration Tambi Cork, Youth & Family Services Administrator
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. King County Crisis Care Centers Fact Sheet
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

On Tuesday, King County staff will present information to the Mercer Island City Council and community on the Crisis Care Centers Levy.

- The King County Council voted to send a nine year, \$1.25 billion behavioral health levy to voters for consideration on the April special election ballot.
- The proposal, which would raise the funds through a property tax levy spread over nine years, would fund creation of five regional crisis care centers, the preservation and restoration of residential treatment beds, growth of the behavioral health workforce pipeline, and provide immediate services while centers are being constructed.
- The proposal will appear on the April 25 special election ballot.
- The King County Crisis Care Center Levy Fact Sheet is attached as Exhibit 1.

### BACKGROUND

On January 31, 2022, the King County Council voted to send a property tax levy to voters for consideration on the April 25, 2023 special election ballot. The Crisis Care Centers levy will raise \$1.25 billion over nine years and proposes to invest in urgent care mental health needs to transform an aging system and restore a path to recovery. The levy is for regional behavioral health services and capital facilities and would:

- Establish and operate a regional network of behavioral health crisis care centers.



- Preserve, expand, and maintain residential treatment facilities.
- Provide behavioral health workforce supports.
- Provide mobile crisis care and post-discharge stabilization.
- Pay, finance or refinance costs of those projects.
- Administer, coordinate, implement, and evaluate levy activities.

The King County Crisis Care Center Levy is attached as Exhibit 1. Additional information on the levy may be found on the King County website at the following link:

<https://kingcounty.gov/elected/executive/constantine/initiatives/crisis-care-centers.aspx>

### **Levy Costs**

The levy will be assessed at 14.5 cents per \$1,000 in assessed value, estimated to cost approximately \$121 per year in 2024 for a King County median-priced home of \$694,000 and approximately \$275 per year in 2024 for a median-priced home of \$1.8 million in Mercer Island. The total revenue of the levy is estimated at \$1.25 billion over nine years (2024-32) with 1 percent allowable growth.

King County Department of Community & Human Services staff will provide an overview of the levy to the City Council at the meeting on Tuesday night.

## **NEXT STEPS**

This presentation is provided for informational purposes only.

[RCW 42.17A.555](#) allows a legislative body to express support or opposition of a ballot proposition if its meeting notice includes the title and number of the ballot proposition, and if those who have an opposing view are afforded an approximately equal opportunity to express their opinions.

If the City Council would like to adopt a resolution supporting or opposing this levy, staff can schedule the item for a future Council meeting, notice the meeting including the title and number of the levy proposition, prepare the resolution, and invite those having an opposing view to present to the Council.

## **RECOMMENDED ACTION**

Receive report. No action necessary.



# Crisis Care Centers Levy



*Connecting the behavioral health crisis system to be more effective, more accessible, and more equitable so every person in King County can thrive.*

King County is charting a path forward to create a regional network of crisis care centers, preserve and increase residential treatment beds, and invest in a robust behavioral health workforce. Together, these efforts will increase public well-being and safety, and give families, first responders, and crisis response teams better places to take people than jails and emergency rooms.



*The living room space at King County's single crisis center.*

## What is the Crisis Care Centers Levy?

The behavioral health package developed by Executive Constantine with the support of the broad-based behavioral health coalition will do three things:

1.

### Create five new regional crisis care centers:



Distributed geographically across the county, the centers will provide walk-in access and the potential for short-term stays to help people stabilize, depending on needs, with one center specifically serving youth.

#### Currently

One 46-bed crisis center for 2.3 million people in our county



2.

### Preserve and restore the dramatic loss of residential treatment beds:



In 2018, 355 beds providing community-based residential care for people with mental health residential needs existed in King County. Today, only 244 of these beds are available.

#### Currently

Loss of 1 in 3 of our residential treatment beds in recent years

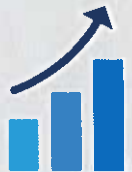


As of July 2022, people waited an average of 44 days for a mental health residential bed.



3.

### Grow the behavioral health workforce pipeline:



The proposal will create career pathways through apprenticeship programming and access to higher education, credentialing, training, and wrap-around supports. It will also invest in equitable wages for the workforce at crisis care centers.

#### Currently

##### Historic labor shortages

A 2021 King County survey of member organizations of the King County Integrated Care Network found that job vacancies at community behavioral health agencies



were at least double what they were in 2019.

*"If we want to attract people from everywhere and we want them to come and stay, we need to think about what does it take to raise a family, what does it take to make this sustainable for people to actually not just survive but also thrive while doing this work."*

- Kristen Badin, behavioral health professional, at a roundtable discussion with Executive Constantine

## Why do we need this levy?

- Currently, King County is without a walk-in behavioral health urgent care facility. Only one 46-bed behavioral health crisis facility is in operation for the entire county. The region's only voluntary crisis facility resource, DESC's Crisis Solutions Center in Seattle requires a referral from a first responder, hospital, designated crisis responder, or mobile response team due to its limited capacity.
- In 2021, more than 900 people in hospitals and emergency rooms in King County waited for two days or longer because there were no beds for treatment available.
- In our region, people who need a behavioral health supportive housing unit or a psychiatric residential treatment bed find that providers reach capacity by mid-month. As of July 2022, people waited an average of 44 days for a mental health residential bed.
- In the past few years, the county has lost one-third of its residential treatment beds. King County recently purchased Cascade Hall, preserving 64 beds and approximately 25 percent of King County's mental health residential treatment beds.



King County Executive Dow Constantine announces the final stage of purchasing Cascade Hall, a 64-bed residential treatment center in north Seattle on September 14.

## Costs to King County residents

The levy would be assessed at 14.5 cents per \$1,000 in assessed value, estimated to cost approximately \$121 per year in 2024 for a median-priced home of \$694,000. Total revenue is estimated at \$1.25 billion over nine years (2024-32) with 1 percent allowable growth.



**\$121 per year  
per median-priced home**

## Timeline

**2022**

Executive Constantine sends proposal to the King County Council.

**2023**

King County Council expected to vote by February on whether to put the proposal on the April 2023 ballot. If approved by voters, the Executive will prepare a detailed implementation plan by the end of 2023.

**2024**

Tax collection would begin. Upon adoption of the implementation plan, King County will develop partnerships with communities and providers across the region to fund siting and creation of crisis care centers, mental health residential capacity, and workforce recruitment and retention.

# King County Crisis Care Centers Levy

# Why a Behavioral Health Levy?

Item 1.



**Families and People in Crisis** need places to go for help instead of waiting for a crisis to get worse.



**Law Enforcement and First Responders** need better, more equitable, and faster options than jail and emergency rooms.



**Mobile Crisis Teams** need access to places where people in crisis can get immediate help when outreach is not enough.



**Hospitals** need to preserve capacity for the most medically complex patients & need places that divert less severe cases.



**988** needs places to send callers needing higher-level care.



# Crisis Care Centers Levy

[Crisis Care Centers Levy - King County](#)

1.

Create five new regional crisis care centers:



Distributed geographically across the county, the centers will provide walk-in access and the potential for short-term stays to help people stabilize, depending on needs, with one center specifically serving youth.

*Currently*

One 46-bed crisis center for 2.3 million people in our county



2.

Preserve and restore the dramatic loss of residential treatment beds:



In 2018, 355 beds providing community-based residential care for people with mental health residential needs existed in King County. Today, only 244 of these beds are available.

*Currently*

Loss of 1 in 3 of our residential treatment beds in recent years



As of July 2022, people waited an average of 44 days for a mental health residential bed.



3.

Grow the behavioral health workforce pipeline:



The proposal will create career pathways through apprenticeship programming and access to higher education, credentialing, training, and wrap-around supports. It will also invest in equitable wages for the workforce at crisis care centers.

*Currently*

Historic labor shortages

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were at least double what they were in 2019.

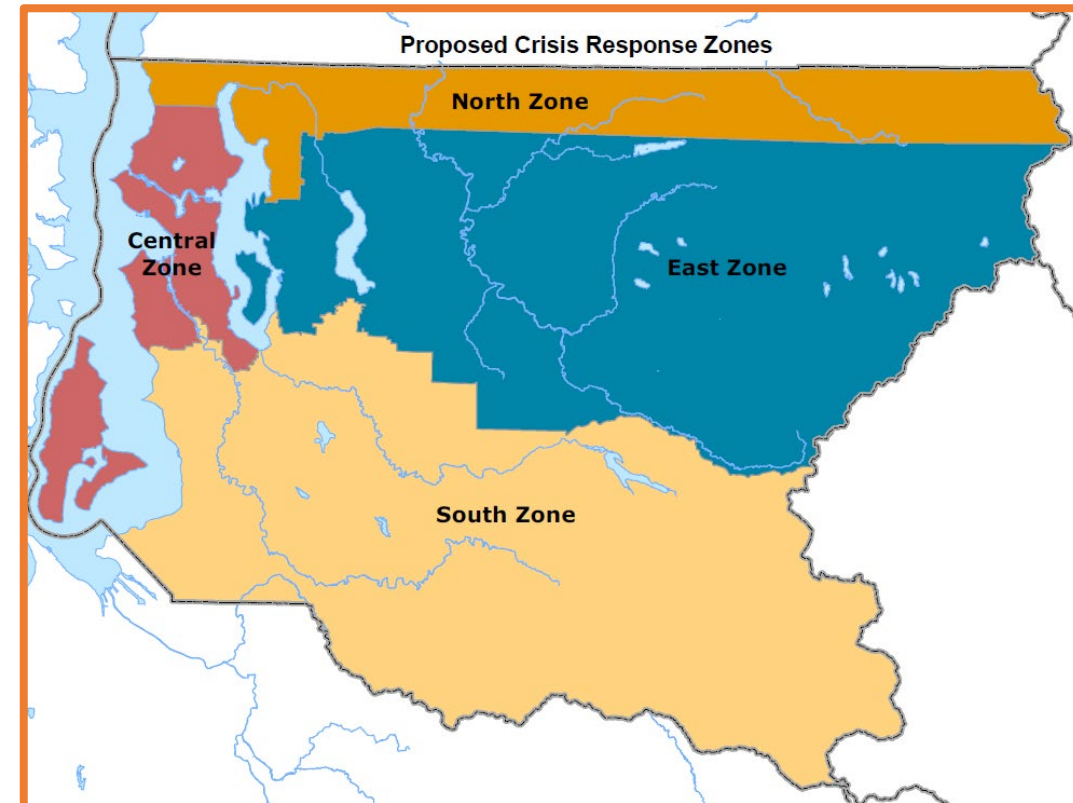


# Crisis Care Centers

Item 1.

Currently, King County is **without a walk-in behavioral health urgent care facility**. Only one 46-bed behavioral health crisis facility is in operation for 2.3 million residents in the entire county. CCC would:

- Offer immediate on-site crisis support 24/7
- Accept any person with our without insurance
- Provide crisis stabilization bed for up to 14 days

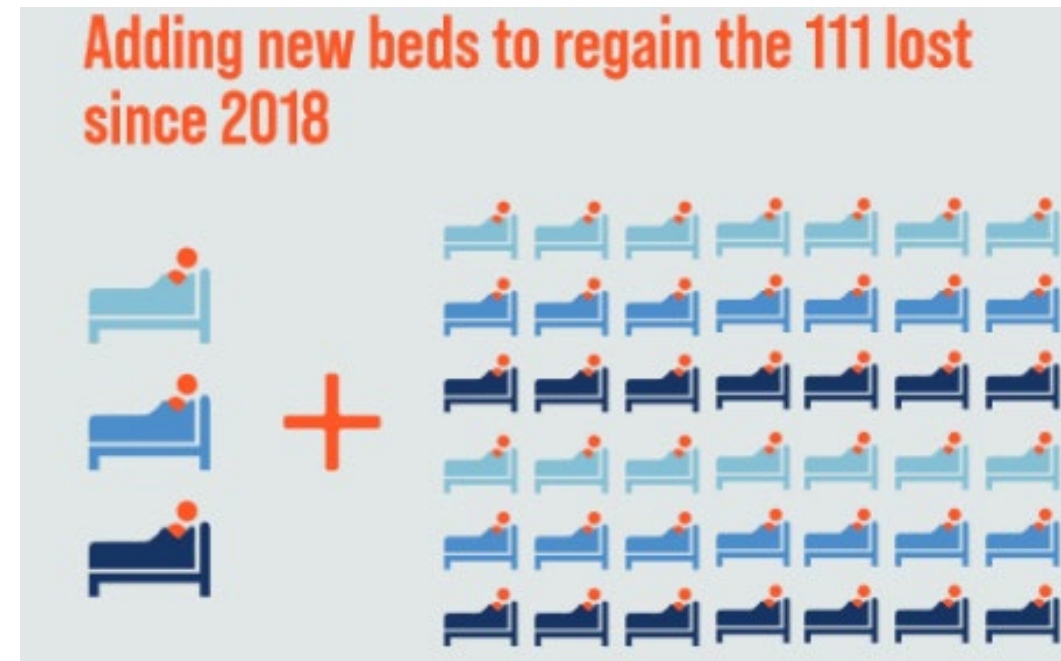


# Residential Treatment

Item 1.

King County has lost **one-third** of residential treatment beds at a time our region needs more behavioral health care facilities. Residential treatment facilities provide:

- 24/7 treatment in a safe, supportive environment
- Access to treatment and recovery in a community-based setting
- A pathway to independent living





# Workforce: It takes people to care for people Item 1.

- Invest in systemwide supports to increase the sustainability and representativeness of the entire behavioral health workforce
- Make specific investments to support robust, sustainable, and representative staffing



# Projected Costs for a 14.5 cent, 9-year Countywide Levy Item 1.

	2022 Median Assessed Value	<u>Estimated</u> 2024 Median Assessed Value	<b><u>Estimated</u> 2024 Annual Payment</b>	<u>Estimated</u> 2024 Monthly Payment
Auburn	\$433,000	\$522,544	<b>\$75.77</b>	\$6.31
Kent	\$467,000	\$563,576	<b>\$81.72</b>	\$6.81
Renton	\$534,000	\$644,431	<b>\$93.44</b>	\$7.79
<b>Countywide Median</b>	<b>\$694,000</b>	<b>\$837,519</b>	<b>\$121.44</b>	\$10.12
Seattle	\$760,000	\$917,168	<b>\$132.99</b>	\$11.08
Bothell	\$758,000	\$914,754	<b>\$132.64</b>	\$11.05
Redmond	\$1,005,000	\$1,212,834	<b>\$175.86</b>	\$14.66
Bellevue	\$1,107,000	\$1,335,928	<b>\$193.71</b>	\$16.14

Proposed at \$0.145 per \$1,000 of Assessed Value (AV)

- Assessed values often differ from sale prices
- Levy period would begin in 2024

This projection *estimates* 2024 median AV by applying a 20.68% growth factor to 2022 median AV. The Assessor's 2022 Median AV by city is [available online](#).

# Timeline for Crisis Care Centers Levy Development

Item 1.

**Problem  
Identification &  
Initial Concept  
Development**



**Early to Mid '22**

**CCC Proposal  
Development &  
Finalization**



**AUG-SEP '22**

**Council & RPC  
Consider CCC  
Ballot Measure  
Ordinance**



**OCT '22-JAN '23**

**Voter  
Consideration in  
April 2023  
Election**

**APR '23**

***If Approved:*  
Council & RPC  
Consider CCC  
Implementation  
Plan**

**2024**

**Coalition Forms to  
Develop a Policy  
Proposal**



**JUL-AUG '22**

**Coalition CCC  
Levy  
Announcement &  
Exec. Transmits  
Proposed Ballot  
Measure**



**SEP '22**

**Latest Potential  
Enactment of CCC  
Ballot Measure  
Ordinance**

**Early FEB '23**

***If Approved:*  
Executive  
Implementation  
Plan Development**

**APR-FALL '23**

# *Questions?*

16 Learn more at: [bit.ly/CCCLevy](https://bit.ly/CCCLevy)



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6221**  
**February 7, 2023**  
**Public Hearing**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6221: Public Hearing on Draft Climate Action Plan	<input checked="" type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Conduct the public hearing	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Public Works
<b>STAFF:</b>	Jason Kintner, Director of Operations Ross Freeman, Sustainability Program Analyst
<b>COUNCIL LIAISON:</b>	Craig Reynolds                      Jake Jacobson                      Ted Weinberg
<b>EXHIBITS:</b>	1. n/a
<b>CITY COUNCIL PRIORITY:</b>	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

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

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to conduct a public hearing on the City's Draft Climate Action Plan (CAP); there is no staff presentation for this item.

- The public comment period began with the publication of the Draft CAP on January 11, 2023 and ends at midnight on February 7.
- Public comments on the draft CAP have been gathered through an online commenting platform hosted by the City's consultant and via email (see the [Let's Talk engagement page](#) for details).
- The City Council will review the public comments received and provide direction to inform the development of the final CAP at its March 7, 2023 meeting.
- Plan adoption is anticipated at the end of March or early April 2023.

### BACKGROUND

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

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

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

## ISSUE/DISCUSSION

Public comments on the draft CAP have been gathered through an online interactive platform hosted by the City's consultant and via email (see the [Let's Talk engagement page](#) for details) for the past four weeks. Tonight's public hearing concludes the public comment period.

## NEXT STEPS

Staff will gather input received during the February 7 public hearing, collate them with other public comments, and present common themes for Council discussion at the March 7 City Council Meeting.

## RECOMMENDED ACTION

Conduct the public hearing



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6213**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6213: January 13, 2023 Payroll Certification	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Approve the January 13, 2023 Payroll Certification in the amount of \$998,971.58.	

<b>DEPARTMENT:</b>	Administrative Services
<b>STAFF:</b>	Ali Spietz, Chief of Administration Nicole Vannatter, Sr. Payroll Analyst
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. January 13, 2023 Payroll Certification 2. FTE/LTE Counts
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

This agenda bill is to approve the payroll certification for the City of Mercer Island for the period from December 24, 2022 through January 6, 2023 in the amount of \$998,971.58 (see Exhibit 1).

### BACKGROUND

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

## ISSUE/DISCUSSION

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

### Additional payments:

- \$38,315.37 in leave cash outs for current employees.
- \$12,913.59 in service and recognition awards.
- \$43,979.76 in overtime earnings (see chart for overtime hours by department).

### Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	
Fire	527.00
Municipal Court	
Police	41.50
Public Works	17.50
Thrift Shop	
Youth & Family Services	
<b>Total Overtime Hours</b>	<b>586.00</b>

## NEXT STEPS

### FTE/LTE COUNTS

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

### Casual Labor

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

### Thrift Shop Recovery and Staffing

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

## RECOMMENDED ACTION

Approve the January 13, 2023 Payroll Certification (Exhibit 1) in the amount of \$998,971.58 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** **01.06.23**  
**PAYROLL DATED** **01.13.23**

Net Cash	\$	667,604.42
Net Voids/Manuals	\$	-
<b>Net Total</b>	<b>\$</b>	<b>667,604.42</b>
Federal Tax Deposit	\$	108,342.77
Social Security and Medicare Taxes	\$	59,703.10
Medicare Taxes Only (Fire Fighter Employees)	\$	2,827.23
State Tax (Oregon, Massachusetts and North Carolina)	\$	114.30
Family/Medical Leave Tax (Massachusetts)	\$	18.28
Public Employees' Retirement System (PERS Plan 2)	\$	27,821.27
Public Employees' Retirement System (PERS Plan 3)	\$	8,068.50
Public Employees' Retirement System (PERSJM)	\$	570.59
Public Safety Employees' Retirement System (PSERS)	\$	226.59
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	33,002.96
Regence & LEOFF Trust Medical Insurance Deductions	\$	13,325.28
Domestic Partner Medical Insurance Deductions	\$	994.44
Kaiser Medical Insurance Deductions	\$	1,012.48
Health Care - Flexible Spending Account Contributions	\$	1,864.24
Dependent Care - Flexible Spending Account Contributions	\$	1,538.48
ICMA Roth IRA Contributions	\$	655.77
ICMA 457 Deferred Compensation Contributions	\$	40,061.69
Fire Nationwide 457 Deferred Compensation Contributions	\$	17,605.93
Fire Nationwide Roth IRA Contributions	\$	1,075.00
ICMA 401K Deferred Compensation Contributions	\$	788.46
Garnishments (Chapter 13)	\$	760.09
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	220.00
AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	2,217.83
Fire Union Supplemental Dues	\$	150.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	832.65
AFLAC - Supplemental Insurance Plans	\$	238.52
Coffee Club Dues	\$	148.00
Transportation - Flexible Spending Account Contributions	\$	62.50
Fire HRA-VEBA Contributions	\$	6,412.88
Miscellaneous	\$	-
GET	\$	-
Oregon Transit Tax and Oregon Benefit Tax	\$	1.30
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$</b>	<b>331,367.16</b>

<b>TOTAL GROSS PAYROLL</b>	<b>\$ 998,971.58</b>
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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 1/6/2023

Full Time Equivalents (FTEs)	2022 Budgeted	2022 Actual
Administrative Services	14.00	13.00
City Attorney's Office	2.00	2.00
City Manager's Office	4.00	4.00
Community Planning & Development <sup>3</sup>	18.00	18.00
Finance <sup>9</sup>	9.00	8.00
Fire	31.50	29.50
Municipal Court	3.30	3.10
Police <sup>1</sup>	37.50	37.50
Public Works <sup>10,14</sup>	64.80	60.80
Recreation <sup>6</sup>	10.25	9.00
Thrift Shop <sup>7</sup>	2.00	2.00
Youth & Family Services <sup>2</sup>	11.43	11.43
<b>Total FTEs</b>	<b>207.78</b>	<b>198.33</b>
Limited Term Equivalents (LTEs)	2022 Budgeted	2022 Actual
Administrative Services <sup>4</sup>	1.00	0.00
City Manager's Office <sup>8</sup>	1.00	1.00
Community Planning & Development <sup>3</sup>	1.50	0.50
Finance <sup>11</sup>		1.00
Public Works <sup>13</sup>	3.00	3.00
Thrift Shop	*	7.50
Youth & Family Services <sup>12</sup>	2.43	1.50
<b>Total LTEs</b>	<b>8.93</b>	<b>14.50</b>
<b>Total FTEs &amp; LTEs</b>	<b>216.71</b>	<b>212.83</b>

**Footnotes:**

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

**FTE Vacancies:**

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

**LTE Vacancies:**

1.0 Economic Development Coord.	0.83 Middle School Counselor
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**Notes:**

Current Judge is 0.2 FTE less than budgeted

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



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6214**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6214: January 27, 2023 Payroll Certification	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Approve the January 27, 2023 Payroll Certification in the amount of \$973,028.02.	

<b>DEPARTMENT:</b>	Administrative Services
<b>STAFF:</b>	Ali Spietz, Chief of Administration Nicole Vannatter, Sr. Payroll Analyst
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. January 27, 2023 Payroll Certification 2. FTE/LTE Counts
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

This agenda bill is to approve the payroll certification for the City of Mercer Island for the period from January 7, 2023 through January 20, 2023 in the amount of \$948,426.07. (see Exhibit 1).

### BACKGROUND

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

## ISSUE/DISCUSSION

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

### Additional payments:

- \$2,314.00 in leave cash outs for current employees.
- \$290.61 in service and recognition awards.
- \$65,024.19 in overtime earnings (see chart for overtime hours by department).

### Overtime hours by department:

Department	Hours
Administrative Services	4.00
City Attorney's Office	
City Manager's Office	
Community Planning & Development	6.00
Finance	0.50
Fire	766.75
Municipal Court	
Police	72.25
Public Works	34.50
Thrift Shop	
Youth & Family Services	
<b>Total Overtime Hours</b>	<b>884.00</b>

## NEXT STEPS

### FTE/LTE COUNTS

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

### Casual Labor

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

## RECOMMENDED ACTION

Approve the January 27, 2023 Payroll Certification (Exhibit 1) in the amount of \$973,028.02 and authorize the Mayor to sign the certification on behalf of the entire City Council.

# CITY OF MERCER ISLAND PAYROLL CERTIFICATION

Item 4.

**PAYROLL PERIOD ENDING** **1.20.23**  
**PAYROLL DATED** **1.27.2023**

Net Cash	\$	637,714.60
Net Voids/Manuals	\$	5,393.58
<b>Net Total</b>	<b>\$</b>	<b>643,108.18</b>
Federal Tax Deposit	\$	103,475.56
Social Security and Medicare Taxes	\$	57,180.66
Medicare Taxes Only (Fire Fighter Employees)	\$	2,927.21
State Tax (Oregon, Massachusetts and North Carolina)	\$	80.71
Family/Medical Leave Tax (Massachusetts)	\$	16.48
Public Employees' Retirement System (PERS Plan 2)	\$	28,333.44
Public Employees' Retirement System (PERS Plan 3)	\$	8,121.83
Public Employees' Retirement System (PERSJM)	\$	587.22
Public Safety Employees' Retirement System (PSERS)	\$	236.44
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	31,874.21
Regence & LEOFF Trust Medical Insurance Deductions	\$	13,313.92
Domestic Partner Medical Insurance Deductions	\$	1,376.72
Kaiser Medical Insurance Deductions	\$	1,012.48
Health Care - Flexible Spending Account Contributions	\$	1,981.55
Dependent Care - Flexible Spending Account Contributions	\$	1,538.48
ICMA Roth IRA Contributions	\$	538.46
ICMA 457 Deferred Compensation Contributions	\$	39,142.34
Fire Nationwide 457 Deferred Compensation Contributions	\$	19,605.93
Fire Nationwide Roth IRA Contributions	\$	1,125.00
ICMA 401K Deferred Compensation Contributions	\$	788.46
Garnishments (Chapter 13)	\$	572.00
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	220.00
AFSCME Union Dues	\$	2,964.00
Police Union Dues	\$	2,531.23
Fire Union Dues	\$	2,292.83
Fire Union Supplemental Dues	\$	150.00
Standard - Supplemental Life Insurance	\$	421.70
Unum - Long Term Care Insurance	\$	460.65
AFLAC - Supplemental Insurance Plans	\$	238.52
Coffee Club Dues	\$	144.00
Transportation - Flexible Spending Account Contributions	\$	(62.50)
Fire HRA-VEBA Contributions	\$	6,023.39
Miscellaneous	\$	-
GET	\$	-
Oregon Transit Tax and Oregon Benefit Tax	\$	0.89
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$</b>	<b>329,919.84</b>

<b>TOTAL GROSS PAYROLL</b>	<b>\$ 973,028.02</b>
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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 1/20/2023

Full Time Equivalents (FTEs)	2023 Budgeted	2023 Actual
Administrative Services	15.00	14.00
City Attorney's Office	2.00	2.00
City Manager's Office	3.00	3.00
Community Planning & Development	18.00	18.00
Finance	9.00	8.00
Fire	31.50	29.50
Municipal Court	3.10	3.10
Police	37.50	37.50
Public Works	64.80	59.80
Recreation	10.25	9.00
Youth & Family Services	11.43	11.43
Thrift Shop	2.00	2.00
<b>Total FTEs</b>	<b>207.58</b>	<b>197.33</b>
Limited Term Equivalents (LTEs)	2023 Budgeted	2023 Actual
Administrative Services		1.00
City Manager's Office	0.50	1.00
Community Planning & Development		0.25
Public Works	3.00	3.00
Youth & Family Services	3.03	2.60
Thrift Shop	7.50	7.50
<b>Total LTEs</b>	<b>14.03</b>	<b>15.35</b>
<b>Total FTEs &amp; LTEs</b>	<b>221.61</b>	<b>212.68</b>

**FTE Vacancies:**

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

**LTE Vacancies:**

0.83 Middle School Counselor

## CERTIFICATION OF CLAIMS

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



\_\_\_\_\_  
Finance Director

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	214493-214553	1/13/2023	\$482,943.51
			\$482,943.51

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: 402000 - Water Fund-Admin Key</b>				
P0116754	00214544	SEATTLE PUBLIC UTILITIES	DEC 2022 SPU CHARGE FOR RETAIL	16,057.00
P0116789	00214547	SUPPLY SOURCE INC,THE	INVENTORY PURCHASES	1,321.32
	00214521	HANSEN, SUZANNE	OVERPAY 01083807701	907.77
	00214502	CHAN REVOCABLE	REFUND OVERPAY 00626040010	419.98
<b>Org Key: 814074 - Garnishments</b>				
	00214503	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	572.00
	00214540	P.S.C. INC.	PAYROLL EARLY WARRANTS	188.09
<b>Org Key: 814075 - Mercer Island Emp Association</b>				
	00214529	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	220.00
<b>Org Key: CM1100 - Administration (CM)</b>				
P0116743	00214513	ESSER, LUKE	October Lobbying Services	2,000.00
P0116743	00214513	ESSER, LUKE	November Lobbying Services	2,000.00
P0116742	00214516	GALLAGHER, ANITA	December Lobbying Services (In	2,000.00
P0116807	00214552	WCMA	2023 Membership - Bon (Inv.	315.00
<b>Org Key: CM1200 - City Clerk</b>				
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2692935 Ord. 22C-18 12/14	57.30
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2692936 Ord. 22C-22 12/14	57.30
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2692937 Ord. 22-23 12/14	57.30
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2692712 Ord. 22-20 12/7	52.11
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2692710 Ord. 22-21 12/7	46.93
<b>Org Key: CO6100 - City Council</b>				
P0116741	00214508	DANIEL, KAMARIA	MITV 12/6 Council Mtg	240.00
P0116741	00214508	DANIEL, KAMARIA	Transportation Fee	40.00
<b>Org Key: CO6300 - Climate Action Plan</b>				
P0116799	00214499	CASCADIA CONSULTING GROUP	MercerIslandCAP2022	23,480.00
<b>Org Key: CT1100 - Municipal Court</b>				
P0116735	00214553	ZOOM VIDEO COMM.	Zoom Room Subscription till 10	448.55
<b>Org Key: DS0000 - Development Services-Revenue</b>				
	00214536	MILLER HULL PARTNERSHIP LLC	OVERPAYMENT	3,838.31
	00214536	MILLER HULL PARTNERSHIP LLC	OVERPAYMENT	2,271.52
<b>Org Key: DS1100 - Administration (DS)</b>				
P0116757	00214550	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 CM	1,379.21
P0116759	00214550	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 CPD	738.47
P0116757	00214550	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 CM	459.73
<b>Org Key: FN2100 - Data Processing</b>				
P0116795	00214528	METROPRESORT	DEC 2022 E-SERVICE PORTAL ADMI	75.00
<b>Org Key: FN4501 - Utility Billing (Water)</b>				
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	73.44
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.16
<b>Org Key: FN4502 - Utility Billing (Sewer)</b>				
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	73.44



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.16
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	73.44
P0116795	00214528	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.17
<i>Org Key: FR1100 - Administration (FR)</i>				
P0116771	00214494	Alvaria Inc	Telestaff monthly fee January	165.15
<i>Org Key: FR1200 - Fire Marshal</i>				
P0116825	00214538	NFPA	2023 Subscription	1,725.00
<i>Org Key: FR2100 - Fire Operations</i>				
P0116758	00214550	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 FIRE	847.29
P0116446	00214500	CDW GOVERNMENT INC	A191 iPad mounting and power	135.17
<i>Org Key: GB0108 - FS91 Site Characterization &amp; F</i>				
P0110294	00214514	FARALLON CONSULTING LLC	PROJECT 1292-003 FS91 SITE	2,222.40
<i>Org Key: GGM001 - General Government-Misc</i>				
P0116780	00214543	RIGHT TO BE INC.	TRAINING INPLICIT BIAS 2022	6,672.50
P0116804	00214542	POT O' GOLD INC	COFFEE STATION	210.77
P0116803	00214542	POT O' GOLD INC	WATER FILTER	103.56
<i>Org Key: GGM150 - EOC - Port of Seattle Grant</i>				
P0116770	00214545	SOUND PUBLISHING INC	Ntc. 2688968 AD/Greeting 12/14	575.00
<i>Org Key: GX9995 - Employee Benefits-General</i>				
P0116773	00214495	AWC	2023 Retro Safety Alliance	39,604.94
<i>Org Key: GX9998 - Employee Benefits-Maintenance</i>				
P0116773	00214495	AWC	2023 Drug & Alcohol Consortium	1,725.00
<i>Org Key: IGV012 - MW Pool Operation Subsidy</i>				
P0114424	00214535	MI SCHOOL DISTRICT #400	2022 MI School District for Po	37,983.89
P0102579	00214535	MI SCHOOL DISTRICT #400	MI Pool Operation Subsidy	11,611.88
<i>Org Key: IGVO08 - Suburban Cities Association</i>				
P0116773	00214495	AWC	2023 AWC City Membership INV 1	20,491.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0116793	00214526	LIFTOFF LLC	Office 365 Annual Subscription	111,056.40
P0116728	00214522	HYLAND SOFTWARE	2023 Hyland Annual Support and	20,397.13
P0116792	00214493	ALL PHASE COMM LLC	Mitel Annual Subscription and	14,313.00
P0116784	00214525	KNOWBE4 INC	Knowbe4 Annual Subscription an	9,631.55
P0116508	00214500	CDW GOVERNMENT INC	Meraki Additional 5 licenses	133.61
<i>Org Key: MT1500 - Urban Forest Mangement</i>				
P0116160	00214510	DNR WEBSTER FOREST NURSERY	ORDER 15429 TREE SEEDLING LODG	200.38
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0116775	00214533	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	8.97
<i>Org Key: MT3100 - Water Distribution</i>				
P0116808	00214515	FERGUSON ENTERPRISES LLC	3" SENSUS OMNI H2 HYDRANT METE	1,987.76
P0116808	00214515	FERGUSON ENTERPRISES LLC	2" WATTS DOUBLE CHECK VALVE	848.46

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116788	00214501	CESSCO INC	WB30XT3A 3" CENTRIFUGAL PUMP	771.25
P0116777	00214534	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	13.06
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0116733	00214517	GCP WW HOLDCO LLC	MISC. WORK CLOTHES	304.57
<i>Org Key: MT3400 - Sewer Collection</i>				
P0111086	00214511	DUKE'S ROOT CONTROL INC	21-20 UNIT PRICED (SERVICE) SE	17,181.39
P0116783	00214523	ITpipes LLC.	IT Pipes Annual Subscription a	9,650.00
P0116806	00214539	ONE 7 INC.	TIGER TAILS & LEADER HOSE 20'	651.26
P0116814	00214519	GRAINGER	FLASHLIGHTS	174.62
P0116777	00214534	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	23.91
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0116820	00214519	GRAINGER	PIPE FITTINGS	321.55
P0116814	00214519	GRAINGER	FLASHLIGHTS	174.62
P0116821	00214519	GRAINGER	STICK ELECTRODE WELDING RODS (	63.93
P0116777	00214534	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	5.79
<i>Org Key: MT3800 - Storm Drainage</i>				
P0116786	00214541	PACIFIC TOPSOIL INC.	DUMPING FEES	2,148.30
P0116787	00214520	HACH COMPANY	POCKET PRO+ PH TESTER WITH	345.95
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0116756	00214550	VERIZON WIRELESS	VERIZON NOV 24-DEC 23 PUBLIC W	4,248.88
P0116801	00214550	VERIZON WIRELESS	VERIZON PW OCT 24-NOV23	4,138.76
P0116819	00214504	CINTAS CORPORATION #460	2022 PW COVERALL SERVICES	2,825.45
P0116560	00214551	WA AUDIOLOGY SERVICES INC	OSHA/MSHA OCCUPATIONAL	2,032.15
P0116797	00214551	WA AUDIOLOGY SERVICES INC	OSHA/MSHA Occupational Hearing	400.69
P0116796	00214551	WA AUDIOLOGY SERVICES INC	OSHA/MSHA Occupational Hearing	192.50
P0116774	00214549	UTILITIES UNDERGROUND LOCATION	2022 UTILITY LOCATES	174.15
P0116798	00214551	WA AUDIOLOGY SERVICES INC	Clinic Test(s) @ Washington	120.50
<i>Org Key: MT4200 - Building Services</i>				
P0116776	00214530	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	9.70
<i>Org Key: MT4300 - Fleet Services</i>				
P0116805	00214527	MERCER ISLAND CHEVRON	FUEL	1,860.60
P0116670	00214537	NAPA AUTO PARTS	REPAIR PARTS	1,154.89
P0116810	00214518	GOODYEAR TIRE & RUBBER CO, THE	2023 TIRE INVENTORY	678.20
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
P0116734	00214517	GCP WW HOLDCO LLC	MISC. WORK CLOTHES	295.64
<i>Org Key: MT6100 - Park Maintenance</i>				
P0116819	00214504	CINTAS CORPORATION #460	PARKS 2022 COVERALL SERVICE	101.40
P0116779	00214531	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	97.83
P0116809	00214512	ECONOMY FENCE CENTER	FENCE PARTS	50.79
<i>Org Key: PA0100 - Open Space Management</i>				
P0116800	00214505	CITY OF KIRKLAND	4 DAYS OF WCC CREW TIME	4,960.00
<i>Org Key: PO1100 - Administration (PO)</i>				
P0116763	00214550	VERIZON WIRELESS	VERIZON NOV 24 TO DEC 23 POLIC	562.10

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PR0000 - Parks &amp; Recreation-Revenue</i>				
	00214498	Bull, Stephanie	REFUND DEPOSIT	75.00
<i>Org Key: PR1100 - Administration (PR)</i>				
P0116781	00214507	CORRECTIONAL INDUSTRIES ACCTG	VORTEX WATERPROOF JACKETS	1,463.44
<i>Org Key: PR2104 - Special Events</i>				
P0116775	00214533	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	97.42
<i>Org Key: PR4100 - Community Center</i>				
P0116778	00214532	MI HARDWARE - P&R	MISC. HARDWARE FOR THE MONTH O	102.56
P0116779	00214531	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	21.79
<i>Org Key: SP0100 - Residential Street Resurfacing</i>				
P0116791	00214506	CM DESIGN GROUP	2022 Arterial & Residential St	4,197.00
P0116791	00214506	CM DESIGN GROUP	2022 Arterial & Residential St	3,408.00
<i>Org Key: SP0129 - Demo 4004 ICW Surplus Property</i>				
P0115937	00214496	BIG TREES INC	4004 Island Crest Way. Mercer	701.88
<i>Org Key: SU0108 - Comprehensive Pipeline R&amp;R Pro</i>				
P0112365	00214546	Staheli Trenchless Consultants	21-30 Basin 40 Sewer	2,967.50
<i>Org Key: SU0170 - ARPA - Sewer Pipe Upsize</i>				
P0114350	00214546	Staheli Trenchless Consultants	21-48 Sewer Pipe Replacements	13,844.27
P0114350	00214546	Staheli Trenchless Consultants	21-48 Sewer Pipe Replacements	11,885.26
<i>Org Key: WU0106 - Madrona Crest East Addition Wa</i>				
P0114733	00214497	BLUELINE GROUP	2022 WATER SYSTEM IMPROVEMENTS	1,406.25
<i>Org Key: WU0109 - 60 Ave SE, btw SE 27 and SE 32</i>				
P0116024	00214497	BLUELINE GROUP	2023 WATER SYSTEM IMPROVEMENTS	39,576.00
<i>Org Key: WU0170 - ARPA-First Hill Generator</i>				
P0114349	00214509	DAVID EVANS & ASSOC INC	21-45 First Hill Booster Stati	265.20
<i>Org Key: YF2850 - Federal SPF Grant</i>				
P0116409	00214548	The NW Pinnacle Group Inc	IY attentive parenting Fall 20	3,900.00
P0116772	00214524	KMIH 889 THE BRIDGE	HYI take 5 promotions	1,000.00
Total				482,943.51

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214493	01/12/2023	ALL PHASE COMM LLC Mitel Annual Subscription and	P0116792	1753933	01/09/2023	14,313.00
00214494	01/12/2023	Alvaria Inc Telestaff monthly fee January	P0116771	ASI074692	01/05/2023	165.15
00214495	01/12/2023	AWC 2023 Retro Safety Alliance	P0116773	107859	01/01/2023	61,820.94
00214496	01/12/2023	BIG TREES INC 4004 Island Crest Way. Mercer	P0115937	27836	10/07/2022	701.88
00214497	01/12/2023	BLUELINE GROUP 2022 WATER SYSTEM IMPROVEMENTS	P0116024	25068	12/31/2022	40,982.25
00214498	01/12/2023	Bull, Stephanie REFUND DEPOSIT		FA-5988	12/31/2022	75.00
00214499	01/12/2023	CASCADIA CONSULTING GROUP MercerIslandCAP2022	P0116799	9411	12/16/2022	23,480.00
00214500	01/12/2023	CDW GOVERNMENT INC A191 iPad mounting and power	P0116508	FQ79519	12/15/2022	268.78
00214501	01/12/2023	CESSCO INC WB30XT3A 3" CENTRIFUGAL PUMP	P0116788	19043	12/12/2022	771.25
00214502	01/12/2023	CHAN REVOCABLE REFUND OVERPAY 00626040010		010523	12/31/2022	419.98
00214503	01/12/2023	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		01.13.22	01/13/2023	572.00
00214504	01/12/2023	CINTAS CORPORATION #460 2022 PW COVERALL SERVICES	P0116819	12701643-123122	12/31/2022	2,926.85
00214505	01/12/2023	CITY OF KIRKLAND 4 DAYS OF WCC CREW TIME	P0116800	2022-01	12/28/2022	4,960.00
00214506	01/12/2023	CM DESIGN GROUP 2022 Arterial & Residential St	P0116791	22057	12/15/2022	7,605.00
00214507	01/12/2023	CORRECTIONAL INDUSTRIES ACCTG VORTEX WATERPROOF JACKETS	P0116781	T093192	12/28/2022	1,463.44
00214508	01/12/2023	DANIEL, KAMARIA MITV 12/6 Council Mtg	P0116741	DECEMBER 2022	12/06/2022	280.00
00214509	01/12/2023	DAVID EVANS & ASSOC INC 21-45 First Hill Booster Stati	P0114349	525372	12/23/2022	265.20
00214510	01/12/2023	DNR WEBSTER FOREST NURSERY ORDER 15429 TREE SEEDLING LODG	P0116160	15429	10/13/2022	200.38
00214511	01/12/2023	DUKE'S ROOT CONTROL INC 21-20 UNIT PRICED (SERVICE) SE	P0111086	21145	09/19/2022	17,181.39
00214512	01/12/2023	ECONOMY FENCE CENTER FENCE PARTS	P0116809	0040793-IN	01/05/2023	50.79
00214513	01/12/2023	ESSER, LUKE October Lobbying Services	P0116743	OCT22/NOV22	12/29/2022	4,000.00
00214514	01/12/2023	FARALLON CONSULTING LLC PROJECT 1292-003 FS91 SITE	P0110294	0046695	12/30/2022	2,222.40
00214515	01/12/2023	FERGUSON ENTERPRISES LLC 3" SENSUS OMNI H2 HYDRANT METE	P0116808	8975/8980	01/05/2023	2,836.22
00214516	01/12/2023	GALLAGHER, ANITA December Lobbying Services (In	P0116742	1021	12/31/2022	2,000.00
00214517	01/12/2023	GCP WW HOLDCO LLC MISC. WORK CLOTHES	P0116734	INV2050001965	12/30/2022	600.21
00214518	01/12/2023	GOODYEAR TIRE & RUBBER CO, THE 2023 TIRE INVENTORY	P0116810	195-1164526	01/09/2023	678.20

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214519	01/12/2023	GRAINGER FLASHLIGHTS	P0116821	9566967866	01/09/2023	734.72
00214520	01/12/2023	HACH COMPANY POCKET PRO+ PH TESTER WITH	P0116787	13389747	12/16/2022	345.95
00214521	01/12/2023	HANSEN, SUZANNE OVERPAY 01083807701		010523	12/31/2022	907.77
00214522	01/12/2023	HYLAND SOFTWARE 2023 Hyland Annual Support and	P0116728	LE01-276164	01/01/2023	20,397.13
00214523	01/12/2023	ITpipes LLC. IT Pipes Annual Subscription a	P0116783	B1521	01/05/2023	9,650.00
00214524	01/12/2023	KMIH 889 THE BRIDGE HYI take 5 promotions	P0116772	35001	12/31/2022	1,000.00
00214525	01/12/2023	KNOWBE4 INC Knowbe4 Annual Subscription an	P0116784	INV231649	01/08/2023	9,631.55
00214526	01/12/2023	LIFTOFF LLC Office 365 Annual Subscription	P0116793	6927REN2023	01/09/2023	111,056.40
00214527	01/12/2023	MERCER ISLAND CHEVRON FUEL	P0116805	123122	12/31/2022	1,860.60
00214528	01/12/2023	METROPRESORT DEC 2022 E-SERVICE PORTAL ADMI	P0116795	IN651123	12/31/2022	478.81
00214529	01/12/2023	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		01.13.23	01/13/2023	220.00
00214530	01/12/2023	MI HARDWARE - BLDG MISC. HARDWARE FOR THE MONTH O	P0116776	555000-123122	12/31/2022	9.70
00214531	01/12/2023	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0116779	560400-123122	12/31/2022	119.62
00214532	01/12/2023	MI HARDWARE - P&R MISC. HARDWARE FOR THE MONTH O	P0116778	560300-123122	12/31/2022	102.56
00214533	01/12/2023	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P0116775	560700-123122	12/31/2022	106.39
00214534	01/12/2023	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0116777	560800-123122	12/31/2022	42.76
00214535	01/12/2023	MI SCHOOL DISTRICT #400 2022 MI School District for Po	P0102579	OH012444-RE	01/01/2023	49,595.77
00214536	01/12/2023	MILLER HULL PARTNERSHIP LLC OVERPAYMENT		CA021-007	11/01/2022	6,109.83
00214537	01/12/2023	NAPA AUTO PARTS REPAIR PARTS	P0116670	16715156-123122	12/31/2022	1,154.89
00214538	01/12/2023	NFPA 2023 Subscription	P0116825	2880751-2023	01/01/2023	1,725.00
00214539	01/12/2023	ONE 7 INC. TIGER TAILS & LEADER HOSE 20'	P0116806	2007063221	12/09/2022	651.26
00214540	01/12/2023	P.S.C. INC. PAYROLL EARLY WARRANTS		01.13.23	01/13/2023	188.09
00214541	01/12/2023	PACIFIC TOPSOIL INC. DUMPING FEES	P0116786	13387-122522	12/25/2022	2,148.30
00214542	01/12/2023	POT O' GOLD INC WATER FILTER	P0116804	0452886	01/03/2023	314.33
00214543	01/12/2023	RIGHT TO BE INC. TRAINING INPLICIT BIAS 2022	P0116780	2444	10/03/2022	6,672.50
00214544	01/12/2023	SEATTLE PUBLIC UTILITIES DEC 2022 SPU CHARGE FOR RETAIL	P0116754	DEC-22	12/31/2022	16,057.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214545	01/12/2023	SOUND PUBLISHING INC Ntc. 2692710 Ord. 22-21 12/7	P0116770	8089178	12/31/2022	845.94
00214546	01/12/2023	Staheli Trenchless Consultants 21-30 Basin 40 Sewer	P0114350	22-114-RE	01/01/2023	28,697.03
00214547	01/12/2023	SUPPLY SOURCE INC,THE INVENTORY PURCHASES	P0116789	2203776/2203781	12/19/2022	1,321.32
00214548	01/12/2023	The NW Pinnacle Group Inc IY attentive parenting Fall 20	P0116409	1074	11/30/2022	3,900.00
00214549	01/12/2023	UTILITIES UNDERGROUND LOCATION 2022 UTILITY LOCATES	P0116774	2120182	12/31/2022	174.15
00214550	01/12/2023	VERIZON WIRELESS VERIZON NOV 24 TO DEC 23 CM	P0116763	9923647623	12/23/2022	12,374.44
00214551	01/12/2023	WA AUDIOLOGY SERVICES INC OSHA/MSHA Occupational Hearing	P0116560	61152	11/30/2022	2,745.84
00214552	01/12/2023	WCMA 2023 Membership - Bon (Inv.	P0116807	23-42797	01/09/2023	315.00
00214553	01/12/2023	ZOOM VIDEO COMM. Zoom Room Subscription till 10	P0116735	INV182766800	01/04/2023	448.55
					Total	<u>482,943.51</u>

## CERTIFICATION OF CLAIMS

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



\_\_\_\_\_  
Finance Director

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	214554-214636	1/20/2023	\$391,065.40
			\$391,065.40

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: 402000 - Water Fund-Admin Key</b>				
P0116829	00214586	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	147.85
<b>Org Key: CR1100 - Human Resources</b>				
P0116862	00214585	HEALTHFORCE PARTNERS INC	Pre Employment Screening - Inv	1,405.00
P0116766	00214555	ADP, Inc.	DEC 22 Workforce Optimization	833.33
P0116898	00214616	PUBLIC SAFETY TESTING INC	Dec 2022 Police Fees INV 2023-	242.00
<b>Org Key: DS1200 - Bldg Plan Review &amp; Inspection</b>				
P0116628	00214590	INTERNATIONAL CODE COUNCIL	ICC Books & Resources	2,226.66
P0116628	00214590	INTERNATIONAL CODE COUNCIL	ICC Resource - Building Dept A	111.20
P0116628	00214590	INTERNATIONAL CODE COUNCIL	ICC Resource - Legal Aspects C	41.84
<b>Org Key: FN1100 - Administration (FN)</b>				
P0116928	00214622	STATE AUDITOR'S OFFICE	2021 Annual Audit	7,018.00
<b>Org Key: FR1100 - Administration (FR)</b>				
P0116813	00214624	SYSTEMS DESIGN WEST LLC	Transport Billing - EMS for No	1,692.84
	00214609	NOVAK, JOHN	MAP LIGHTING SUPPLIES	251.81
<b>Org Key: FR2100 - Fire Operations</b>				
P0116811	00214568	CLOTH TATTOO LLC	daily uniforms	1,923.89
P0116812	00214597	KROESENS UNIFORM COMPANY	Uniform Ops	1,774.37
P0116816	00214597	KROESENS UNIFORM COMPANY	Fire Ops	281.75
P0116817	00214597	KROESENS UNIFORM COMPANY	Uniforms Ops	187.67
P0116815	00214597	KROESENS UNIFORM COMPANY	Fire Ops	128.50
<b>Org Key: GB0100 - Building Repairs</b>				
P0116866	00214566	Chinook Building Env Services	CLEANED GUTTERS AND	7,486.80
P0116917	00214614	PACIFIC AIR CONTROL INC	MERCER ISLAND CITY HALL WO # 3	1,680.13
P0116916	00214614	PACIFIC AIR CONTROL INC	MI CITY HALL WO # 34709	943.01
P0116918	00214614	PACIFIC AIR CONTROL INC	MERCER ISLAND CITY HALL WO # 3	848.87
<b>Org Key: GB0103 - City Hall - Seismic Retrofits</b>				
P0116907	00214595	KING AND BUNNY APPLIANCES	LARGE CAPACITY DISHWASHER	1,376.25
<b>Org Key: GGI001 - General Government-Insurance</b>				
P0116863	00214602	Marsh USA, Inc.	2023 Tank Insurance INV 920053	4,387.24
<b>Org Key: GGM004 - Gen Govt-Office Support</b>				
P0116891	00214636	Xerox Financial Services	Copier Lease Fees Jan 2023 INV	857.69
P0116890	00214593	KELLEY IMAGING SYSTEMS	Copier Service Fees Dec 2022	658.29
P0116891	00214636	Xerox Financial Services	Copier Lease Fees Jan 2023 INV	284.06
P0116892	00214569	CONFIDENTIAL DATA DISPOSAL	Shredding service - 12/28/2022	270.00
P0116892	00214569	CONFIDENTIAL DATA DISPOSAL	Shredding Service 9/20/2022 -	251.00
<b>Org Key: IGV012 - MW Pool Operation Subsidy</b>				
P0116895	00214604	MI SCHOOL DISTRICT #400	2023 MI School District for Po	13,800.82
<b>Org Key: IS2100 - IGS Network Administration</b>				
P0116899	00214580	Government Brand Shared Svcs	QAlert Subscription Fee INV431	14,440.00
P0116790	00214606	Monsido Inc.	Website ADA Compliance Subscri	2,760.00
<b>Org Key: MT2100 - Roadway Maintenance</b>				



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0115935	00214627	Transblue LLC	RIGHT OF WAY & PARKS ASPHALT	35,548.50
P0116826	00214601	LTI INC	Deicer Salt	6,251.77
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT2500 - ROW Administration</i>				
	00214600	LEYDE, CASEY	ROAD CLOSURES	45.38
<i>Org Key: MT3100 - Water Distribution</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT3150 - Water Quality Event</i>				
P0116823	00214559	AQUATIC INFORMATICS INC.	2022 CROSS CONNECTION WEB TEST	303.00
P0113357	00214557	AM TEST INC	2022 WATER QUALITY SAMPLES	300.00
<i>Org Key: MT3200 - Water Pumps</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	14.44
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00214600	LEYDE, CASEY	WATER/SEWER CERT	62.00
	00214600	LEYDE, CASEY	WO 40779 WATER REPAIR	45.38
	00214600	LEYDE, CASEY	WO 40892 MAIN BREAK	45.38
<i>Org Key: MT3400 - Sewer Collection</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0116822	00214586	HOME DEPOT CREDIT SERVICE	WELDING HELMET, SOCKETS & BUSH	188.35
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
	00214605	MOLTZ, ERIC	CDL REIMBURSEMENT	136.00
	00214605	MOLTZ, ERIC	WA WASTEWATER CERT	67.00
<i>Org Key: MT3800 - Storm Drainage</i>				
P0115900	00214554	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,586.85
P0116828	00214565	CESSCO INC	WB30XT3A 3" CENTRIFUGAL PUMP	771.25
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0116827	00214611	OCCUPATIONAL HEALTH CTRS OF WA	DOT Physical Recertifications	250.00
<i>Org Key: MT4200 - Building Services</i>				
P0116908	00214607	MORRIS-HANSEN ENT INC	CLEAN GUTTERS CITY HALL	1,471.50
P0116910	00214607	MORRIS-HANSEN ENT INC	CLEAN INTERIOR WINDOWS OF APP	993.00
P0116909	00214607	MORRIS-HANSEN ENT INC	CLEAN EXTERIOR GLASS	335.15
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	14.44
<i>Org Key: MT4300 - Fleet Services</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	14.44
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
	00214583	HARVEY, RICHARD ALEX	MISC WORK CLOTHES	88.16

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214600	LEYDE, CASEY	EMERGENCY LOCATE	28.11
<i>Org Key: MT4501 - Water Administration</i>				
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	4,574.70
P0116928	00214622	STATE AUDITOR'S OFFICE	2021 Annual Audit	2,340.00
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	1,847.69
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	1,844.67
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	1,511.16
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	648.54
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	572.52
P0116945	00214635	WILLIAMS KASTNER & GIBBS PLLC	ST/MidMountain matter (for the	135.98
<i>Org Key: MT4502 - Sewer Administration</i>				
P0116928	00214622	STATE AUDITOR'S OFFICE	2021 Annual Audit	2,339.00
<i>Org Key: MT4503 - Storm Water Administration</i>				
P0116928	00214622	STATE AUDITOR'S OFFICE	2021 Annual Audit	2,339.00
<i>Org Key: MT6100 - Park Maintenance</i>				
P0116915	00214610	NW PLAYGROUND EQUIPMENT INC	MERCERDALE PARK SPIN RACER PAN	139.21
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0116912	00214607	MORRIS-HANSEN ENT INC	LUTHER BURBANK ADMIN BUILDING	594.26
P0116913	00214607	MORRIS-HANSEN ENT INC	CARETAKERS HOUSE CLEAN INTERIO	185.05
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: MT6600 - Park Maint School Fields</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	14.44
<i>Org Key: MT6800 - Trails Maintenance</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	14.44
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0116824	00214567	CINTAS	FIRST AID SUPPLIES	16.85
<i>Org Key: PA0101 - Recurring Parks Minor Capital</i>				
P0115935	00214627	Transblue LLC	RIGHT OF WAY & PARKS ASPHALT	61,994.25
<i>Org Key: PA0165 - Bike Skills Area</i>				
P0116889	00214570	CONSOLIDATED PRESS	BSA POSTCARD + MAILING 12/16/2	619.94
<i>Org Key: PA122D - LB Storm Drainage KC Flood Con</i>				
P0113911	00214579	GEOENGINEERS INC	LUTHER BURBANK UPLAND	2,857.50
P0113911	00214579	GEOENGINEERS INC	LUTHER BURBANK UPLAND	1,052.50
<i>Org Key: PO1100 - Administration (PO)</i>				
P0116850	00214561	AT&T MOBILITY	PD Cell Service - December 11,	853.42
P0116864	00214598	LAKE FOREST PARK, CITY OF	Annual Dues - CSPA 2023 -	400.00
P0116846	00214632	WASPC	WASPC Conference - Invoice #:	375.00
P0116857	00214588	IACP - MEMBERSHIP	Commander Magnan - Annual Dues	190.00
P0116857	00214588	IACP - MEMBERSHIP	Chief Holmes - Annual Dues -	190.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116839	00214625	T-MOBILE	PD Phone Data Service - Nov 20	109.56
P0116832	00214592	KC POLICE CHIEFS ASSOC	2023 Annual Dies - Chief Holme	50.00
<b>Org Key: PO1350 - Police Emergency Management</b>				
P0116924	00214587	HOWELL-KISER, KATHERINE	"Patch Update and Brand Refres	3,000.00
P0116859	00214618	REMOTE SATELLITE SYSTEMS INT'L	EMAC Sat Phone Service - Invoi	59.00
P0116859	00214618	REMOTE SATELLITE SYSTEMS INT'L	EMAC Sat Phone Service - Decem	59.00
<b>Org Key: PO1700 - Records and Property</b>				
P0116860	00214629	VERITONE	Redaction Service - Invoice #	2,400.00
P0116835	00214631	WASHINGTON STATE PATROL	CPL Background Checks - Octobe	132.50
P0116854	00214631	WASHINGTON STATE PATROL	CPL Background Checks - Invoic	67.50
P0116851	00214589	INTERNATIONAL ASSOCIATION FOR	Evidence Membership - Jackson	65.00
P0116843	00214631	WASHINGTON STATE PATROL	CPL Background - December 202	60.75
<b>Org Key: PO1800 - Contract Dispatch Police</b>				
P0116845	00214599	LEXIPOL LLC	Police One Academy Annual Dues	2,747.20
P0116844	00214571	CRIME STOPPERS	2023 Crime Stoppers Allocation	2,176.45
<b>Org Key: PO1900 - Jail/Home Monitoring</b>				
P0116847	00214620	SCORE	SCORE Jail Housing - December	10,645.12
P0116905	00214591	ISSAQUAH JAIL, CITY OF	Jail housing December 2022 -	4,424.85
P0116861	00214591	ISSAQUAH JAIL, CITY OF	November 2022 Jail Housing Inv	3,300.00
P0116926	00214620	SCORE	December 2022 Jail Housing -	3,216.72
P0116838	00214620	SCORE	Score Jail Housing - November	418.00
<b>Org Key: PO2100 - Patrol Division</b>				
P0116831	00214633	WESCOM	Calibration of 9 Radar systems	1,211.10
P0116830	00214615	PIGSKIN UNIFORMS	Jumpsuit Uniform Officer Paz -	1,118.58
P0116852	00214563	BIO CLEAN INC	Decontaminate Holding Cells -	1,012.00
P0116858	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 7	702.83
P0116840	00214623	STOPTECH LTD	Replacement equipment for	569.22
P0116858	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 7	548.88
P0116837	00214563	BIO CLEAN INC	Decontaminate Holding Cells -	467.51
P0116855	00214556	AFTERMATH	Decontaminate Patrol Car - Wor	300.00
P0116925	00214597	KROESENS UNIFORM COMPANY	Police Uniform Supplies -	297.27
P0116865	00214594	KENS TOWING INC	Impound Towing - Invoice(s): 2	279.65
P0116858	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice 711	214.99
P0116901	00214581	GRAFIX SHOPPE	Vehicle Numbering - Invoice #	194.00
P0116858	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 7	157.88
P0116925	00214597	KROESENS UNIFORM COMPANY	Police Uniform Supplies -	59.45
P0116925	00214597	KROESENS UNIFORM COMPANY	Police Uniform Supplies -	58.30
P0116925	00214597	KROESENS UNIFORM COMPANY	Police Uniform Supplies -	58.30
P0116856	00214585	HEALTHFORCE PARTNERS INC	Usselman Clearance - Invoice	38.50
P0116858	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 7	31.92
P0116849	00214603	MI HARDWARE - POLICE	Patrol Supplies - Invoice Date	23.77
P0116894	00214597	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice 717	22.02
P0116925	00214597	KROESENS UNIFORM COMPANY	Police Uniform Supplies -	13.76
<b>Org Key: PO2201 - Dive Team</b>				
P0116833	00214630	VIRGINIA MASON	Dive Physicals for Cook, Barra	8,065.00
P0116834	00214630	VIRGINIA MASON	Dive Physical FF Gruger - exam	575.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116848	00214628	UNDERWATER SPORTS INC.	Dive Team Equipment - November	53.95
<i>Org Key: PO2350 - Bike Patrol</i>				
P0116836	00214603	MI HARDWARE - POLICE	Bike Team Supplies - November	21.79
<i>Org Key: PO3100 - Investigation Division</i>				
P0116897	00214626	THOMSON REUTERS - WEST	West Investigative Services -	497.61
P0116841	00214626	THOMSON REUTERS - WEST	West investigative services -	497.61
	00214558	AMICI, DOMINIC	ALICE TRAINING PER DIEM	256.30
P0116923	00214576	EQUIFAX INFORMATION SVCS LLC	November and December 2022 -	116.72
<i>Org Key: PO4100 - Firearms Training</i>				
P0116893	00214574	DOOLEY ENTERPRISES INC	70 cases of Ammunition for	12,545.48
<i>Org Key: PO4300 - Police Training</i>				
P0116853	00214572	CRIMINAL JUSTICE TRAINING COMM	DT Training Tortorelli, Dawson	2,600.00
P0116896	00214608	Navigate360, LLC	ALICE Instructor Training -	2,247.00
<i>Org Key: PR4100 - Community Center</i>				
P0116914	00214607	MORRIS-HANSEN ENT INC	MI COMMUNITY CENTER INTERIOR A	1,440.12
<i>Org Key: PR5900 - Summer Celebration</i>				
P0116902	00214634	WESTERN DISPLAY FIREWORKS LTD	AERIAL FIREWORKS DISPLAY 7/15/	10,000.00
<i>Org Key: PRAT40 - Ongoing Art Programs</i>				
P0116888	00214560	ARTSITELTD LLC	STORAGE AGREEMENT 3 MONTH	1,350.00
<i>Org Key: SP0120 - Sunset Hwy/77 Ave SW Improveme</i>				
P0116867	00214573	DAILY JOURNAL OF COMMERCE	ISLAND CREST ANALYSIS 2022	111.30
<i>Org Key: SW0104 - Sub Basin 22.1 Watercourse Sta</i>				
P0114817	00214582	GRAY & OSBORNE INC	Watercourse Stabilization Proj	1,462.00
<i>Org Key: SW0106 - Sub basin 25b.2 Watercourse St</i>				
P0114817	00214582	GRAY & OSBORNE INC	Watercourse Stabilization Proj	1,461.99
<i>Org Key: SW0119 - Conveyance System Assessments</i>				
P0115284	00214613	OSBORN CONSULTING INC	BASINS 40B AND 47 DRAINAGE	9,984.20
<i>Org Key: WU0100 - Emergency Water System Repairs</i>				
P0115637	00214612	OLDCASTLE PRECAST INC	VAULT LID & HATCH	10,074.15
<i>Org Key: WU0102 - SCADA System Replacement-Water</i>				
P0110385	00214562	BAINBRIDGE ISLAND ELECTRIC	21-01 SCADA WATER EQUIP REPLAC	32,257.16
<i>Org Key: WU0103 - Water Reservoir Improvements</i>				
P0111379	00214619	RH2 ENGINEERING INC	RESERVOIR IMPROVEMENTS ASSESSM	36,700.34
<i>Org Key: WU0115 - Water Model Updates/Fire Flow</i>				
P0114148	00214584	HDR ENGINEERING INC	2022 Water Modeling & Fire Flo	1,181.76
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0116868	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116869	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116870	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116871	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0116872	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116874	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116875	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116876	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116877	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116878	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116887	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116880	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116881	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116882	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116883	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116884	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116885	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
P0116886	00214578	FIRST AMERICAN TITLE INSURANCE	GUARANTEE SUBDIVISION PLAT	385.88
Org Key: WU0175 - ARPA-PRV Replacement Design				
P0114151	00214564	CAROLLO ENGINEERS INC	Risk and Resilience Assessment	912.00
Org Key: YF1200 - Thrift Shop				
P0116920	00214575	EMPYREAN ELEVATOR LLC	COMPLETE WA STATE REQ CAT 5 TE	2,848.29
P0116922	00214617	QUENCH USA INC	EQUIPMENT AT 7710 Se 34th St,	261.60
P0116911	00214607	MORRIS-HANSEN ENT INC	MI THRIFT STORE CLEAN INTERIOR	259.32
Org Key: YF2600 - Family Assistance				
P0116930	00214621	SHOREWOOD #14885	Rental assistance for EA clien	354.55
Total				391,065.40

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214554	01/20/2023	ACTION SERVICES CORP ON-CALL STORMWATER CCTV	P0115900	114257	08/30/2022	2,586.85
00214555	01/20/2023	ADP, Inc. DEC 22 Workforce Optimization	P0116766	623537717	12/19/2022	833.33
00214556	01/20/2023	AFTERMATH Decontaminate Patrol Car - Wor	P0116855	JC2022-7432	12/31/2022	300.00
00214557	01/20/2023	AM TEST INC 2022 WATER QUALITY SAMPLES	P0113357	131181	12/31/2022	300.00
00214558	01/20/2023	AMICI, DOMINIC ALICE TRAINING PER DIEM		122222	12/22/2022	256.30
00214559	01/20/2023	AQUATIC INFORMATICS INC. 2022 CROSS CONNECTION WEB TEST	P0116823	103310	12/31/2022	303.00
00214560	01/20/2023	ARTSITELTD LLC STORAGE AGREEMENT 3 MONTH	P0116888	2082	01/04/2023	1,350.00
00214561	01/20/2023	AT&T MOBILITY PD Cell Service - December 11,	P0116850	X121922	12/19/2022	853.42
00214562	01/20/2023	BAINBRIDGE ISLAND ELECTRIC 21-01 SCADA WATER EQUIP REPLAC	P0110385	12	12/22/2022	32,257.16
00214563	01/20/2023	BIO CLEAN INC Decontaminate Holding Cells -	P0116852	13715	12/16/2022	1,479.51
00214564	01/20/2023	CAROLLO ENGINEERS INC Risk and Resilience Assessment	P0114151	FB31330	12/31/2022	912.00
00214565	01/20/2023	CESSCO INC WB30XT3A 3" CENTRIFUGAL PUMP	P0116828	19131	01/04/2023	771.25
00214566	01/20/2023	Chinook Building Env Services CLEANED GUTTERS AND DOWNSPOUTS	P0116866	FCS-1760722	11/10/2022	7,486.80
00214567	01/20/2023	CINTAS FIRST AID SUPPLIES	P0116824	5140422944	01/11/2023	240.70
00214568	01/20/2023	CLOTH TATTOO LLC daily uniforms	P0116811	455259	12/27/2022	1,923.89
00214569	01/20/2023	CONFIDENTIAL DATA DISPOSAL Shredding service - 12/28/2022	P0116892	214666	09/20/2022	521.00
00214570	01/20/2023	CONSOLIDATED PRESS BSA POSTCARD + MAILING 12/16/2	P0116889	30079	12/16/2022	619.94
00214571	01/20/2023	CRIME STOPPERS 2023 Crime Stoppers Allocation	P0116844	CSOP231030	01/31/2023	2,176.45
00214572	01/20/2023	CRIMINAL JUSTICE TRAINING COMM DT Training Tortorelli, Dawson	P0116853	201136890	09/30/2022	2,600.00
00214573	01/20/2023	DAILY JOURNAL OF COMMERCE ISLAND CREST ANALYSIS 2022	P0116867	3383976	11/29/2022	111.30
00214574	01/20/2023	DOOLEY ENTERPRISES INC 70 cases of Ammunition for	P0116893	64596	01/05/2023	12,545.48
00214575	01/20/2023	EMPYREAN ELEVATOR LLC COMPLETE WA STATE REQ CAT 5 TE	P0116920	10407	12/20/2022	2,848.29
00214576	01/20/2023	EQUIFAX INFORMATION SVCS LLC November and December 2022 -	P0116923	2053867810	12/23/2022	116.72
00214578	01/20/2023	FIRST AMERICAN TITLE INSURANCE GUARANTEE SUBDIVISION PLAT	P0116886	874-4209134515	12/15/2022	6,945.84
00214579	01/20/2023	GEOENGINEERS INC LUTHER BURBANK UPLAND IMPROVEM	P0113911	0185463	12/31/2022	3,910.00
00214580	01/20/2023	Government Brand Shared Svcs QAlert Subscription Fee INV431	P0116899	INV4318724	01/01/2023	14,440.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214581	01/20/2023	GRAFIX SHOPPE Vehicle Numbering - Invoice #	P0116901	148487	01/06/2023	194.00
00214582	01/20/2023	GRAY & OSBORNE INC Watercourse Stabilization Proj	P0114817	22499.00	12/31/2022	2,923.99
00214583	01/20/2023	HARVEY, RICHARD ALEX MISC WORK CLOTHES		111322	11/13/2022	88.16
00214584	01/20/2023	HDR ENGINEERING INC 2022 Water Modeling & Fire Flo	P0114148	1200490354	12/31/2022	1,181.76
00214585	01/20/2023	HEALTHFORCE PARTNERS INC Pre Employment Screening - Inv	P0116856	23026	12/31/2022	1,443.50
00214586	01/20/2023	HOME DEPOT CREDIT SERVICE INVENTORY PURCHASES	P0116822	1103213	01/11/2023	336.20
00214587	01/20/2023	HOWELL-KISER, KATHERINE "Patch Update and Brand Refres	P0116924	011923	01/19/2023	3,000.00
00214588	01/20/2023	IACP - MEMBERSHIP Commander Magnan - Annual Dues	P0116857	0254651	01/01/2023	380.00
00214589	01/20/2023	INTERNATIONAL ASSOCIATION FOR Evidence Membership - Jackson	P0116851	M23-C686392	01/05/2023	65.00
00214590	01/20/2023	INTERNATIONAL CODE COUNCIL ICC Books & Resources	P0116628	1001588412	11/08/2022	2,379.70
00214591	01/20/2023	ISSAQUAH JAIL, CITY OF November 2022 Jail Housing Inv	P0116905	23000014	12/31/2022	7,724.85
00214592	01/20/2023	KC POLICE CHIEFS ASSOC 2023 Annual Dies - Chief Holme	P0116832	23-025	01/01/2023	50.00
00214593	01/20/2023	KELLEY IMAGING SYSTEMS Copier Service Fees Dec 2022	P0116890	IN1224945	12/31/2022	658.29
00214594	01/20/2023	KENS TOWING INC Impound Towing - Invoice(s): 2	P0116865	22-3333	12/28/2022	279.65
00214595	01/20/2023	KING AND BUNNY APPLIANCES LARGE CAPACITY DISHWASHER	P0116907	12607-1	06/27/2022	1,376.25
00214597	01/20/2023	KROESENS UNIFORM COMPANY Uniforms Ops	P0116858	71377	12/21/2022	4,537.89
00214598	01/20/2023	LAKE FOREST PARK, CITY OF Annual Dues - CSPA 2023 -	P0116864	2023-MERCERLLD	01/01/2023	400.00
00214599	01/20/2023	LEXIPOL LLC Police One Academy Annual Dues	P0116845	INVPRA109882	01/01/2023	2,747.20
00214600	01/20/2023	LEYDE, CASEY ROAD CLOSURES		122722	12/27/2022	226.25
00214601	01/20/2023	LTI INC Deicer Salt	P0116826	4131550	01/10/2023	6,251.77
00214602	01/20/2023	Marsh USA, Inc. 2023 Tank Insurance INV 920053	P0116863	920053492867	01/12/2023	4,387.24
00214603	01/20/2023	MI HARDWARE - POLICE Patrol Supplies - Invoice Date	P0116836	560500-113022	11/30/2022	45.56
00214604	01/20/2023	MI SCHOOL DISTRICT #400 2023 MI School District for Po	P0116895	010123	01/01/2023	13,800.82
00214605	01/20/2023	MOLTZ, ERIC CDL REIMBURSEMENT		011323B	01/13/2023	203.00
00214606	01/20/2023	Monsido Inc. Website ADA Compliance Subscri	P0116790	INV-24338	01/01/2023	2,760.00
00214607	01/20/2023	MORRIS-HANSEN ENT INC CLEAN GUTTERS CITY HALL	P0116911	69234	12/05/2022	5,278.40

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214608	01/20/2023	Navigate360, LLC	P0116896	INV-01272	12/20/2022	2,247.00
		ALICE Instructor Training -				
00214609	01/20/2023	NOVAK, JOHN		122922	12/29/2022	251.81
		MAP LIGHTING SUPPLIES				
00214610	01/20/2023	NW PLAYGROUND EQUIPMENT INC	P0116915	50210	08/31/2022	139.21
		MERCERDALE PARK SPIN RACER PAN				
00214611	01/20/2023	OCCUPATIONAL HEALTH CTRS OF WA	P0116827	77911548	01/05/2023	250.00
		DOT Physical Recertifications				
00214612	01/20/2023	OLDCASTLE PRECAST INC	P0115637	010261588	12/29/2022	10,074.15
		VAULT LID & HATCH				
00214613	01/20/2023	OSBORN CONSULTING INC	P0115284	7900	12/31/2022	9,984.20
		BASINS 40B AND 47 DRAINAGE				
00214614	01/20/2023	PACIFIC AIR CONTROL INC	P0116918	34805A	11/18/2022	3,472.01
		MI CITY HALL WO # 34709				
00214615	01/20/2023	PIGSKIN UNIFORMS	P0116830	2022-62	12/05/2022	1,118.58
		Jumpsuit Uniform Officer Paz -				
00214616	01/20/2023	PUBLIC SAFETY TESTING INC	P0116898	2023-17	12/31/2022	242.00
		Dec 2022 Police Fees INV 2023-				
00214617	01/20/2023	QUENCH USA INC	P0116922	INV04562184	12/01/2022	261.60
		EQUIPMENT AT 7710 Se 34th St,				
00214618	01/20/2023	REMOTE SATELLITE SYSTEMS INT'L	P0116859	00121414	12/31/2022	118.00
		EMAC Sat Phone Service - Invoi				
00214619	01/20/2023	RH2 ENGINEERING INC	P0111379	89015	12/31/2022	36,700.34
		RESERVOIR IMPROVEMENTS ASSESSM				
00214620	01/20/2023	SCORE	P0116926	6568	12/31/2022	14,279.84
		SCORE Jail Housing - December				
00214621	01/20/2023	SHOREWOOD #14885	P0116930	011923	01/19/2023	354.55
		Rental assistance for EA clien				
00214622	01/20/2023	STATE AUDITOR'S OFFICE	P0116928	L152068	12/31/2022	14,036.00
		2021 Annual Audit				
00214623	01/20/2023	STOPTECH LTD	P0116840	0027086-IN	12/07/2022	569.22
		Replacement equipment for				
00214624	01/20/2023	SYSTEMS DESIGN WEST LLC	P0116813	20222555	12/22/2022	1,692.84
		Transport Billing - EMS for No				
00214625	01/20/2023	T-MOBILE	P0116839	985836925-DEC22	12/31/2022	109.56
		PD Phone Data Service - Nov 20				
00214626	01/20/2023	THOMSON REUTERS - WEST	P0116841	847455194	12/01/2022	995.22
		West Investigative Services -				
00214627	01/20/2023	Transblue LLC	P0115935	7081738	12/15/2022	97,542.75
		RIGHT OF WAY & PARKS ASPHALT				
00214628	01/20/2023	UNDERWATER SPORTS INC.	P0116848	20025174	11/08/2022	53.95
		Dive Team Equipment - November				
00214629	01/20/2023	VERITONE	P0116860	254005	11/30/2022	2,400.00
		Redaction Service - Invoice #				
00214630	01/20/2023	VIRGINIA MASON	P0116834	071822	07/18/2022	8,640.00
		Dive Physicals for Cook, Barra				
00214631	01/20/2023	WASHINGTON STATE PATROL	P0116843	I23003804	12/31/2022	260.75
		CPL Background Checks - Invoic				
00214632	01/20/2023	WASPC	P0116846	INV030897	11/30/2022	375.00
		WASPC Conference - Invoice #:				
00214633	01/20/2023	WESCOM	P0116831	53613	01/10/2023	1,211.10
		Calibration of 9 Radar systems				



**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214634	01/20/2023	WESTERN DISPLAY FIREWORKS LTD AERIAL FIREWORKS DISPLAY 7/15/	P0116902	23-7274B	01/10/2023	10,000.00
00214635	01/20/2023	WILLIAMS KASTNER & GIBBS PLLC ST/MidMountain matter (for the	P0116945	646444	11/28/2022	11,135.26
00214636	01/20/2023	Xerox Financial Services Copier Lease Fees Jan 2023 INV	P0116891	3707376	01/03/2023	1,141.75
					Total	<u>391,065.40</u>

CERTIFICATION OF CLAIMS

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



\_\_\_\_\_  
Finance Director

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

Report	Warrants	Date	Amount
Check Register	214637-214732	1/27/2023	\$644,088.35 \$644,088.35

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: 001000 - General Fund-Admin Key</b>				
P0117037	00214677	KC PET LICENSES	KC PET LICENSE FEES COLLECTED	30.00
P0117038	00214677	KC PET LICENSES	KC PET LICENSE FEES COLLECTED	30.00
<b>Org Key: 402000 - Water Fund-Admin Key</b>				
P0116931	00214723	USABlueBook	INVENTORY PURCHASES	1,205.39
	00214643	ASHTON INVESTMENTS LLC	REFUND OVERPAY 009144901	409.50
	00214687	LANGMAN, ALAN	REFUND OVERPAY 00414010002	138.26
P0116931	00214723	USABlueBook	CREDIT-RETURNED PARTS	-1,068.28
<b>Org Key: 814074 - Garnishments</b>				
	00214653	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	572.00
<b>Org Key: 814075 - Mercer Island Emp Association</b>				
	00214696	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	220.00
<b>Org Key: 814076 - City &amp; Counties Local 21M</b>				
	00214731	WSCCCE AFSCME AFL-CIO	PAYROLL EARLY WARRANTS	2,964.00
<b>Org Key: 814077 - Police Association</b>				
	00214703	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,531.23
<b>Org Key: CA1100 - Administration (CA)</b>				
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11754 Professional	7,901.50
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11756 Professional	6,469.64
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11753 Professional	975.00
P0116968	00214693	MARTEN LAW	Invoice #44094207 Professional	427.50
P0116968	00214693	MARTEN LAW	Invoice #44094208 Professional	380.00
P0116967	00214679	KEATING BUCKLIN & MCCORMACK	Invoice No. 19021 Professional	314.40
	00214722	US BANK CORP PAYMENT SYS	12/5 Meeting Meal	266.35
	00214722	US BANK CORP PAYMENT SYS	12/5 Meeting Meal	261.24
	00214722	US BANK CORP PAYMENT SYS	12/5 Meeting Meal	244.23
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11755 Professional	125.00
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11758 Professional	75.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	44.04
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	40.00
	00214722	US BANK CORP PAYMENT SYS	Services-Special Proj/Lawsuits	5.99
<b>Org Key: CA1150 - Attorney-Litigation</b>				
P0116994	00214692	Madrona Law Group, PLLC	Invoice #11757 Professional	124.00
<b>Org Key: CM1400 - Communications</b>				
	00214722	US BANK CORP PAYMENT SYS	Dues & Subscriptions	15.96
	00214722	US BANK CORP PAYMENT SYS	Dues & Subscriptions	15.96
	00214722	US BANK CORP PAYMENT SYS	Dues & Subscriptions	5.95
<b>Org Key: CO6100 - City Council</b>				
	00214722	US BANK CORP PAYMENT SYS	12/6 Council Meeting Meal	281.68
	00214722	US BANK CORP PAYMENT SYS	1/3 Council Meeting Meal	162.73
	00214722	US BANK CORP PAYMENT SYS	12/13 Lunch Meeting	87.58
	00214722	US BANK CORP PAYMENT SYS	Registration - Jacobson	40.00
<b>Org Key: CR1100 - Human Resources</b>				
P0116965	00214716	SUMMIT LAW GROUP	HR Professional Services Suppo	4,075.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214722	US BANK CORP PAYMENT SYS	Supplies-Awards / Recognition	500.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	235.73
	00214722	US BANK CORP PAYMENT SYS	Services-Testing/Recruitment	200.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	138.65
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	130.00
	00214722	US BANK CORP PAYMENT SYS	Wellness Committee Event 12/8	81.87
	00214722	US BANK CORP PAYMENT SYS	Professional Services	79.27
	00214722	US BANK CORP PAYMENT SYS	Supplies-Awards / Recognition	50.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	38.98
	00214722	US BANK CORP PAYMENT SYS	Supplies-Awards / Recognition	25.00
<b>Org Key: CT1100 - Municipal Court</b>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	58.92
<b>Org Key: DS1100 - Administration (DS)</b>				
P0102334	00214684	KPG	2019 ON CALL TRANSPORTATION	2,033.50
P0116739	00214652	CDW GOVERNMENT INC	3 Adobe Acrobat Standard 2020,	1,077.67
<b>Org Key: FN1100 - Administration (FN)</b>				
P0117033	00214680	KEYBANK NATIONAL ASSOC	INVOICE # 22120000117 ACCOUNT	12,115.02
	00214722	US BANK CORP PAYMENT SYS	Office Supplies	2,625.00
P0117036	00214704	PSFOA	2023 Membership Application La	75.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	54.10
<b>Org Key: FN2100 - Data Processing</b>				
P0116948	00214695	METROPRESORT	DEC 2022 CHANGE OF ADDRESS CHA	21.68
<b>Org Key: FN4501 - Utility Billing (Water)</b>				
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	102.75
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	85.33
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	79.23
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.05
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	66.38
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.54
<b>Org Key: FN4502 - Utility Billing (Sewer)</b>				
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	102.75
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	85.33
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	79.24
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.05
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	66.38
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.54
P0117031	00214678	KC RECORDER	RELEASE OF LIEN (CAROL LINDA J	39.00
<b>Org Key: FN4503 - Utility Billing (Storm)</b>				
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	102.75
P0117032	00214695	METROPRESORT	JAN 2023 PRINT & MAILING OF UT	85.32
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	79.24
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	74.05
P0116948	00214695	METROPRESORT	JAN 2023 PRINTING & MAILING OF	66.40
P0116947	00214695	METROPRESORT	DEC 2022 PRINTING & MAILING OF	61.55

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: FR1200 - Fire Marshal</b>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	574.15
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	230.00
	00214722	US BANK CORP PAYMENT SYS	Dues & Subscriptions	140.00
<b>Org Key: FR2100 - Fire Operations</b>				
P0116737	00214664	EPSCA	44 RADIOS FOR FIRE 2023	1,111.00
P0116991	00214652	CDW GOVERNMENT INC	A191 iPad MOUNTING & POWER	145.01
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	37.41
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	27.50
P0116737	00214664	EPSCA	ACCESS FEE REBATE FIRE	-73.04
<b>Org Key: FR4100 - Training</b>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	213.56
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	189.88
<b>Org Key: GB0100 - Building Repairs</b>				
P0112427	00214642	Ankrom Moisan Architects Inc.	Architectural Design and Space	15,096.25
P0112427	00214642	Ankrom Moisan Architects Inc.	Architectural Design and Space	1,604.50
P0112427	00214642	Ankrom Moisan Architects Inc.	Architectural Design and Space	711.12
P0117019	00214699	PACIFIC AIR CONTROL INC	MERCER ISLAND CITY HALL WO# 35	660.60
P0117022	00214698	NW MODULAR SYSTEMS FURNITURE	Hourly Labor to Disassemble Ex	330.30
<b>Org Key: GB0101 - HVAC Repairs</b>				
P0115377	00214715	STEMPER ARCHITECTURE COLLAB	PUBLIC WORKS BUILDING EXISTING	24,604.73
P0117002	00214673	HERC RENTALS INC	1 TON PORT AIR CONDITIONER W/H	2,021.04
P0117021	00214647	Bellingham Lock & Safe	TE2-GS: Trip Charge Electronic	357.83
<b>Org Key: GB0102 - ADA Improvements</b>				
P0117015	00214727	WAVE ELECTRICAL LLC	MICEC GYM/MERCER ROOM LIGHT	20,079.36
P0117017	00214699	PACIFIC AIR CONTROL INC	MERCER ISLAND COMMUNITY	2,496.24
P0117018	00214699	PACIFIC AIR CONTROL INC	MERCER ISLAND COMMUNITY	943.01
<b>Org Key: GB0103 - City Hall - Seismic Retrofits</b>				
P0116996	00214644	AUBURN MECHANICAL	12/9: Technician arrived & che	939.16
<b>Org Key: GB0105 - Thrift Shop Building Repairs</b>				
P0115078	00214720	TRANSPO GROUP USA INC	THRIFT SHOP PARKING LOT CONCEP	1,200.00
<b>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</b>				
P0117009	00214726	WALLACE, THOMAS	LEOFF1 LTC Expenses	10,000.00
	00214689	LEOFF HEALTH & WELFARE TRUST	POLICE RETI	6,215.85
	00214688	LEOFF HEALTH & WELFARE TRUST	FIRE RETIREES	3,271.50
P0117008	00214648	BOOTH, GLENDON D	LEOFF1 Retiree Medical Expense	773.39
P0116998	00214641	ADAMS, RONALD E	LEOFF1 Retiree Medical Expense	771.62
P0117009	00214726	WALLACE, THOMAS	LEOFF1 Retiree Medical Expense	633.87
	00214674	HILTNER, PETER	LEOFF1 Medicare Reimb	619.50
P0117007	00214708	RUCKER, MANORD J	LEOFF1 Retiree Medical Expense	589.37
P0117034	00214658	DEEDS, EDWARD G	• LEOFF1 Retiree Medical Exp	535.57
P0117012	00214691	LYONS, STEVEN	LEOFF1 Retiree Medical Expense	425.00
P0117011	00214671	HAGSTROM, CRAIG	LEOFF1 Retiree Medical Expense	399.83
	00214658	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	275.10

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0117010	00214646	BARNES, WILLIAM	LEOFF1 Medicare Reimb	271.10
	00214666	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	271.10
	00214729	WEGNER, KEN	LEOFF1 Retiree Medical Expense	252.06
	00214719	THOMPSON, JAMES	LEOFF1 Medicare Reimb	245.90
	00214710	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	240.60
	00214639	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	239.10
	00214669	GOODMAN, J C	LEOFF1 Medicare Reimb	236.30
	00214713	SMITH, RICHARD	LEOFF1 Medicare Reimb	219.60
	00214691	LYONS, STEVEN	LEOFF1 Medicare Reimb	211.80
	00214648	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	210.60
P0117006	00214663	ELSOE, RONALD	LEOFF1 Medicare Reimb	208.30
	00214672	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	204.50
	00214690	LOISEAU, LERI M	LEOFF1 Retiree Medical Expense	203.89
	00214661	DOWD, PAUL	LEOFF1 Medicare Reimb	202.90
	00214641	ADAMS, RONALD E	LEOFF1 Medicare Reimb	201.40
	00214660	DEVENY, JAN P	LEOFF1 Medicare Reimb	200.60
	00214686	KUHN, DAVID	LEOFF1 Medicare Reimb	200.60
	00214645	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	195.50
	00214690	LOISEAU, LERI M	LEOFF1 Medicare Reimb	192.80
	00214726	WALLACE, THOMAS	LEOFF1 Medicare Reimb	183.10
P0116999	00214697	MYERS, JAMES S	LEOFF1 Medicare Reimb	179.80
	00214708	RUCKER, MANORD J	LEOFF1 Medicare Reimb	176.00
	00214676	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	175.50
	00214728	WEGNER, KEN	LEOFF1 Medicare Reimb	170.10
	00214730	WHEELER, DENNIS	LEOFF1 Medicare Reimb	164.90
	00214705	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20
	00214662	EHRlich, ALAN	FIRE MEDICARE REIMB	125.00
	00214663	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	79.16
<b>Org Key: GGM606 - Excess Retirement-Fire</b>				
	00214646	BARNES, WILLIAM	LEOFF1 Excess Benefit	2,162.44
	00214656	COOPER, ROBERT	LEOFF1 Excess Benefit	2,118.03
	00214676	JOHNSON, CURTIS	LEOFF1 Excess Benefit	1,220.32
	00214710	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	1,025.82
	00214705	RAMSAY, JON	LEOFF1 Excess Benefit	585.43
<b>Org Key: GGX620 - Custodial Disbursements</b>				
P0116955	00214681	KING CO PROSECUTING ATTORNEY	Remit Crime Victims Trust 2022	2,038.80
<b>Org Key: GX9996 - Employee Benefits-Police</b>				
	00214689	LEOFF HEALTH & WELFARE TRUST	POLICE/SUPPORT	54,159.57
<b>Org Key: GX9997 - Employee Benefits-Fire</b>				
	00214688	LEOFF HEALTH & WELFARE TRUST	FIRE ACTIVE	52,288.88
<b>Org Key: IGHS00 - Human Service Contracts</b>				
P0116989	00214718	THE SOPHIA WAY	The Sophia Way Outreach Projec	10,000.00
<b>Org Key: IS2100 - IGS Network Administration</b>				
P0116785	00214652	CDW GOVERNMENT INC	VMWare Primary Cluster	10,605.94
P0116749	00214652	CDW GOVERNMENT INC	VMWare vSphere Replication Ren	2,345.13
P0113518	00214682	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,492.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214722	US BANK CORP PAYMENT SYS	Professional Services	243.88
	00214722	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	107.59
	00214722	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	107.59
	00214722	US BANK CORP PAYMENT SYS	Professional Services	105.86
P0117020	00214707	Ringsquared Telecom LLC	DECEMBER 2022 LONG DISTANCE CA	100.01
P0116903	00214637	3RTechnology LLC	Surplus Pickup 2022-12-01	100.00
	00214722	US BANK CORP PAYMENT SYS	Services - Software Maint/Supt	62.76
	00214722	US BANK CORP PAYMENT SYS	Professional Services	14.31
<b>Org Key: IS3170 - ARPA-ArcGIS Utility Network</b>				
P0116949	00214668	GIS INC A CONTINENTAL MAPPING	DEC 2022 T&M GEOSPA PM & SOLUT	906.88
P0116946	00214668	GIS INC A CONTINENTAL MAPPING	DEC 2022 GIS SERIVCES	291.45
<b>Org Key: MT1400 - Development Engineering</b>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	175.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	116.00
<b>Org Key: MT2100 - Roadway Maintenance</b>				
P0116906	00214701	PETERSEN BROTHERS INC	REPAIR GUARDRAIL AT 5440 E.	5,225.25
P0116934	00214650	CADMAN INC	UTILITY SAND (32.32 TONS)	1,016.77
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	200.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	120.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	90.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	90.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	90.00
	00214722	US BANK CORP PAYMENT SYS	Professional Services	88.00
	00214722	US BANK CORP PAYMENT SYS	Licenses/Certifications/Exams	6.00
<b>Org Key: MT2200 - Vegetation Maintenance</b>				
P0116577	00214702	PLANTSCAPES INC	MAINTENANCE SERVICES	13,091.44
P0117026	00214702	PLANTSCAPES INC	EXTERIOR LABOR 3 PERSON CREW	6,977.59
<b>Org Key: MT2255 - Urban Forest Management (ROW)</b>				
P0116674	00214652	CDW GOVERNMENT INC	Adobe Acrobat Standard 2020 An	359.22
<b>Org Key: MT3100 - Water Distribution</b>				
P0116936	00214670	GRAINGER	ADAPTER 1-1/2" X 2-1/2" NPT X	86.53
<b>Org Key: MT3150 - Water Quality Event</b>				
P0116931	00214723	USABlueBook	OAKTON PH ELECTRODE PROBES	242.77
	00214722	US BANK CORP PAYMENT SYS	Printing	163.20
<b>Org Key: MT3300 - Water Associated Costs</b>				
	00214722	US BANK CORP PAYMENT SYS	Backflow Assembly Certificatio	750.00
P0116943	00214667	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	483.51
P0116939	00214714	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	397.66
	00214722	US BANK CORP PAYMENT SYS	Competent Person Certification	315.00
P0116941	00214714	SOUND SAFETY PRODUCTS	SAFETY BOOTS & MISC. WORK CLOT	296.76
	00214722	US BANK CORP PAYMENT SYS	Confined Space Certification C	210.00
	00214722	US BANK CORP PAYMENT SYS	Confined Space Certification C	210.00
	00214722	US BANK CORP PAYMENT SYS	Water Operator CEU Certificati	180.00
	00214722	US BANK CORP PAYMENT SYS	Water Operator Certification C	180.00
	00214722	US BANK CORP PAYMENT SYS	Traffic Control Certification	128.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00214722	US BANK CORP PAYMENT SYS	Traffic Control Certification	128.00
	00214722	US BANK CORP PAYMENT SYS	DOH Operator Certification Upg	87.00
	00214722	US BANK CORP PAYMENT SYS	DOH Operator Certification Upg	1.74
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	-475.00
<i>Org Key: MT3400 - Sewer Collection</i>				
P0116937	00214717	T M G SERVICES INC	QUICK DISCONNECT FITTINGS	1,591.17
P0116932	00214675	HOME DEPOT CREDIT SERVICE	METAL CUTT OFF BLADE	9.65
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0116932	00214675	HOME DEPOT CREDIT SERVICE	BUTT SPLICE HEAT SHRINK KIT	36.29
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0116938	00214667	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	450.00
P0116944	00214667	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	259.36
P0116940	00214714	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	160.17
	00214722	US BANK CORP PAYMENT SYS	WSU Pesticide CEU Class for Ma	30.00
	00214722	US BANK CORP PAYMENT SYS	WSU Pesticide CEU Class for Ma	30.00
	00214722	US BANK CORP PAYMENT SYS	WSU Pesticide CEU Class for Ma	30.00
	00214722	US BANK CORP PAYMENT SYS	WSU Pesticide CEU Class for Ma	30.00
	00214694	MARTIN, ERIC	MILEAGE SEWER	12.50
<i>Org Key: MT3800 - Storm Drainage</i>				
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	3,049.50
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,641.95
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,606.80
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,495.65
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,329.40
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,275.25
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	2,237.25
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	1,240.70
P0115900	00214640	ACTION SERVICES CORP	ON-CALL STORMWATER CCTV	943.35
P0117035	00214683	Kitsap Bank	8/31/22 invoice # 114258 retai	160.50
P0117035	00214683	Kitsap Bank	9/13/22 invoice # 114263 retai	139.05
P0117035	00214683	Kitsap Bank	9/6/22 invoice # 114259 retain	137.20
P0117035	00214683	Kitsap Bank	8/30/22 invoice # 114257 retai	136.15
P0117035	00214683	Kitsap Bank	9/14/22 invoice # 114264 retai	131.35
P0117035	00214683	Kitsap Bank	9/8/22 invoice # 114261 retain	122.60
P0117035	00214683	Kitsap Bank	9/12/22 invoice # 114262 retai	119.75
P0117035	00214683	Kitsap Bank	9/7/22 invoice #114260 retaina	117.75
P0117035	00214683	Kitsap Bank	9/29/22 invoice # 114266 retai	65.30
P0117035	00214683	Kitsap Bank	9/28/22 invoice # 114265 retai	49.65
<i>Org Key: MT4150 - Support Services - Clearing</i>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	175.42
	00214722	US BANK CORP PAYMENT SYS	Uniforms & Clothing	134.31
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	70.13
P0116737	00214664	EPSCA	1 RADIO FOR MAINTENANCE	25.25
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	21.86
P0116737	00214664	EPSCA	ACCESS FEE REBATE MAINT	-1.66

*Org Key: MT4200 - Building Services*



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0117005	00214654	CHEM-AQUA	WATER TREATMENT PROGRAM	973.32
P0116995	00214644	AUBURN MECHANICAL	1/11 - Techs arrived on site.	939.16
P0117001	00214649	BULGER SAFE & LOCK	MADE KEYS FOR CITY ATTORNEYS O	450.62
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	147.57
<i>Org Key: MT4300 - Fleet Services</i>				
	00214722	US BANK CORP PAYMENT SYS	Fuel for Staff Car - Miles 361	83.10
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0102334	00214684	KPG	2019 ON CALL TRANPORATION	3,498.00
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
P0116942	00214714	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	348.94
<i>Org Key: MT4501 - Water Administration</i>				
P0116992	00214711	SEATTLE PUBLIC UTILITIES	DEC 2022 WATER PURCHASE	104,971.44
P0116950	00214711	SEATTLE PUBLIC UTILITIES	NOV 2022 WATER PURCHASE	102,071.36
<i>Org Key: MT4900 - Solid Waste &amp; Sustainability</i>				
P0117023	00214655	CITY OF BELLEVUE	Spark Northwest Support/Admin	15,637.11
<i>Org Key: MT6100 - Park Maintenance</i>				
	00214665	FLYNN, THOMAS	SAFETY BOOTS	339.09
	00214722	US BANK CORP PAYMENT SYS	ISA arborist online conference	275.00
	00214722	US BANK CORP PAYMENT SYS	Computer mouse and keyboards	167.32
	00214722	US BANK CORP PAYMENT SYS	Management of Park and Recreat	130.48
	00214722	US BANK CORP PAYMENT SYS	Hand warmers	51.88
	00214722	US BANK CORP PAYMENT SYS	Stihl fuel filters	14.40
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
	00214722	US BANK CORP PAYMENT SYS	Field stakes	281.44
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0117029	00214659	DEPT OF NATURAL RESOURCES	C2000A09917 LA WASHINGTON - CI	4,598.83
<i>Org Key: MT6600 - Park Maint School Fields</i>				
	00214722	US BANK CORP PAYMENT SYS	South Mercer Playfields portab	395.00
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
	00214722	US BANK CORP PAYMENT SYS	Portable toilet, Lid C	395.00
	00214722	US BANK CORP PAYMENT SYS	Boat launch portable toilet	395.00
P0117024	00214700	PAYBYPHONE TECHNOLOGIES INC	TRANSACTION FEE MONTHLY	250.00
<i>Org Key: PA0100 - Open Space Management</i>				
P0116782	00214652	CDW GOVERNMENT INC	Adobe Acrobat Standard Lizzy S	359.22
	00214722	US BANK CORP PAYMENT SYS	Volunteer program supplies	331.91
	00214722	US BANK CORP PAYMENT SYS	Rentals-Machines/Equipment	275.00
	00214722	US BANK CORP PAYMENT SYS	Virtual ISA training	189.00
	00214722	US BANK CORP PAYMENT SYS	Volunteer program supplies	132.01
	00214722	US BANK CORP PAYMENT SYS	Volunteer program supplies	101.02
	00214722	US BANK CORP PAYMENT SYS	Jordan and Lizzy pesticide lic	67.50
	00214722	US BANK CORP PAYMENT SYS	Volunteer program supplies	46.11
	00214722	US BANK CORP PAYMENT SYS	Rentals-Machines/Equipment	4.05
<i>Org Key: PA0101 - Recurring Parks Minor Capital</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0115078	00214720	TRANSPO GROUP USA INC	THRIFT SHOP PARKING LOT CONCEP	2,813.75
<i>Org Key: PA0124 - Luther Burbank Boiler Bldg Roo</i>				
P0114464	00214651	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	2,009.80
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
	00214722	US BANK CORP PAYMENT SYS	Jordan and Lizzy pesticide lic	67.50
<i>Org Key: PA0136 - Luther Burbank South Shoreline</i>				
P0117004	00214657	DAILY JOURNAL OF COMMERCE	LUTHER BURBANK SHORE	358.80
<i>Org Key: PA124A - LB Boiler Annex &amp; Deck</i>				
P0114464	00214651	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	715.82
<i>Org Key: PA124B - LB Boiler Bldg City Portion</i>				
P0114464	00214651	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	27.53
<i>Org Key: PO0000 - Police-Revenue</i>				
P0117030	00214725	WA STATE DOL	CONCEALED PISTOL LICENSES ISSU	1,119.00
<i>Org Key: PO1100 - Administration (PO)</i>				
	00214722	US BANK CORP PAYMENT SYS	REP Fitness benches	962.26
	00214722	US BANK CORP PAYMENT SYS	Labor law update/training regi	398.00
P0116961	00214724	WA ASSN OF SHERIFFS & POLICE	Association Dues - Chief of Po	305.00
	00214722	US BANK CORP PAYMENT SYS	Renton range fees	125.00
	00214722	US BANK CORP PAYMENT SYS	appreciation event supplies/fo	122.02
	00214722	US BANK CORP PAYMENT SYS	appreciation event supplies/fo	68.08
	00214722	US BANK CORP PAYMENT SYS	appreciation event supplies/fo	42.24
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0116958	00214638	4IMPRINT INC	Crime Prevention Items - Invoi	632.15
P0116737	00214664	EPSCA	13 RADIOS FOR EMERGENCY DEPT	328.25
P0116737	00214664	EPSCA	ACCESS FEE REBATE EMERGENCY	-21.58
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0116737	00214664	EPSCA	60 RADIOS FOR POLICE DEPARTMEN	1,515.00
P0116737	00214664	EPSCA	ACCESS FEE REBATE POLICE	-99.60
<i>Org Key: PO1700 - Records and Property</i>				
	00214722	US BANK CORP PAYMENT SYS	Drug and other evidence destru	105.29
<i>Org Key: PO2100 - Patrol Division</i>				
	00214722	US BANK CORP PAYMENT SYS	Department Supplies	2,229.48
P0116794	00214652	CDW GOVERNMENT INC	2 Ticket Printers MDC	778.14
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	400.00
	00214722	US BANK CORP PAYMENT SYS	updated PD texts	169.84
	00214722	US BANK CORP PAYMENT SYS	Staff appreciation lunch	77.97
	00214722	US BANK CORP PAYMENT SYS	Miranda Cards for Staff	27.48
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	25.00
<i>Org Key: PO2200 - Marine Patrol</i>				
	00214722	US BANK CORP PAYMENT SYS	Travel for training in Sitka,	591.22
	00214722	US BANK CORP PAYMENT SYS	Travel for training in Sitka,	560.85
	00214722	US BANK CORP PAYMENT SYS	Travel for training in Sitka,	402.48
	00214722	US BANK CORP PAYMENT SYS	Travel for training in Sitka,	25.16

Date: 01/29/23

Report Name: Accounts Payable Report by GL Key

14:16:18

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**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<b>Org Key: PO4100 - Firearms Training</b>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	300.00
<b>Org Key: PO4300 - Police Training</b>				
	00214722	US BANK CORP PAYMENT SYS	Instructor Course - Firearms	4,800.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	425.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	304.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	148.61
<b>Org Key: PR1500 - Urban Forest Management</b>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	305.00
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	295.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	157.96
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	120.00
	00214722	US BANK CORP PAYMENT SYS	Office Supplies	64.44
<b>Org Key: PR2100 - Recreation Programs</b>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	1,000.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	843.31
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	427.46
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	400.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	266.50
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	213.57
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	107.08
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	94.16
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	77.17
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	52.83
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	31.38
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	17.60
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	8.00
<b>Org Key: PR4100 - Community Center</b>				
P0117025	00214727	WAVE ELECTRICAL LLC	MICEC NORTH ANNEX COUNTER	1,968.59
P0117013	00214709	RUDYS PLUMBING	TOILET CONTINUOUSLY RUNS	592.34
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	10.00
<b>Org Key: SP0100 - Residential Street Resurfacing</b>				
P0117003	00214685	KRAZAN & ASSOCIATES INC	2022 Arterial & Residential St	2,680.00
<b>Org Key: SP0120 - Sunset Hwy/77 Ave SW Improveme</b>				
P0116625	00214732	WSDOT	WSDOT	1,655.03
P0116625	00214732	WSDOT	WSDOT	905.98
P0116625	00214732	WSDOT	WSDOT	550.22
P0116935	00214721	UNITED REPROGRAPHICS	SPEC BOOKS & PLANES	185.23
P0116625	00214732	WSDOT	WSDOT	78.65
P0116625	00214732	WSDOT	WSDOT	41.86
<b>Org Key: VCP104 - CIP Streets Salaries</b>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	59.99
<b>Org Key: VCP343 - CIP Parks Salaries</b>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	60.01

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: VCP402 - CIP Water Salaries</i>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	60.01
<i>Org Key: VCP432 - CIP Storm Drainage Salaries</i>				
	00214722	US BANK CORP PAYMENT SYS	Tuition & Registrations	60.01
<i>Org Key: WR152R - 80th Ave Sidewalk (28th-32nd)</i>				
P0104658	00214684	KPG	80TH AVE SE PEDESTIAN IMPROVEM	1,620.00
<i>Org Key: WU0100 - Emergency Water System Repairs</i>				
P0111663	00214706	RH2 ENGINEERING INC	RESERVOIR PUMP-MOTOR	12,976.32
<i>Org Key: YF1100 - YFS General Services</i>				
	00214722	US BANK CORP PAYMENT SYS	Teletherapy subscription	1,018.43
	00214722	US BANK CORP PAYMENT SYS	cell phone service	817.09
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	225.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	55.05
	00214722	US BANK CORP PAYMENT SYS	therapy resource	5.35
<i>Org Key: YF1200 - Thrift Shop</i>				
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	29.67
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	24.85
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	24.00
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	13.94
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	10.48
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	7.53
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	7.39
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	7.09
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	7.09
	00214722	US BANK CORP PAYMENT SYS	Operating Supplies	-18.51
<i>Org Key: YF2500 - Family Counseling</i>				
	00214722	US BANK CORP PAYMENT SYS	Schedule planner for staff	21.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0117039	00214712	SHOREWOOD #14885	Rental assistance for EA clien	534.93
	00214722	US BANK CORP PAYMENT SYS	Holiday program cards	450.00
	00214722	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	322.26
	00214722	US BANK CORP PAYMENT SYS	For Emergency Assistance clien	217.12
Total				<u>644,088.35</u>

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214637	01/27/2023	3RTechnology LLC Surplus Pickup 2022-12-01	P0116903	INV-12197	01/09/2023	100.00
00214638	01/27/2023	4IMPRINT INC Crime Prevention Items - Invoi	P0116958	24172154	12/12/2022	632.15
00214639	01/27/2023	ABBOTT, RICHARD LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	239.10
00214640	01/27/2023	ACTION SERVICES CORP ON-CALL STORMWATER CCTV	P0115900	114266	09/29/2022	19,819.85
00214641	01/27/2023	ADAMS, RONALD E LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	973.02
00214642	01/27/2023	Ankrom Moisan Architects Inc. Architectural Design and Space	P0112427	84424-RE	01/01/2023	17,411.87
00214643	01/27/2023	ASHTON INVESTMENTS LLC REFUND OVERPAY 009144901		011923	01/19/2023	409.50
00214644	01/27/2023	AUBURN MECHANICAL 12/9: Technician arrived & che	P0116995	32106	01/18/2023	1,878.32
00214645	01/27/2023	AUGUSTSON, THOR LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	195.50
00214646	01/27/2023	BARNES, WILLIAM LEOFF1 Medicare Reimb		FEB2023A	02/01/2023	2,433.54
00214647	01/27/2023	Bellingham Lock & Safe TE2-GS: Trip Charge Electronic	P0117021	332197	12/31/2022	357.83
00214648	01/27/2023	BOOTH, GLENDON D LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	983.99
00214649	01/27/2023	BULGER SAFE & LOCK MADE KEYS FOR CITY ATTORNEYS O	P0117001	WO-216918	12/08/2022	450.62
00214650	01/27/2023	CADMAN INC UTILITY SAND (32.32 TONS)	P0116934	5883303	01/17/2023	1,016.77
00214651	01/27/2023	CARDINAL ARCHITECTURE PC LUTHER BURBANK PARK BOILER BUI	P0114464	2140-8	12/31/2022	2,753.15
00214652	01/27/2023	CDW GOVERNMENT INC 3 Adobe Acrobat Standard 2020,	P0116794	FZ97868	01/09/2023	15,670.33
00214653	01/27/2023	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		012723	01/27/2023	572.00
00214654	01/27/2023	CHEM-AQUA WATER TREATMENT PROGRAM	P0117005	8056138	12/16/2022	973.32
00214655	01/27/2023	CITY OF BELLEVUE Spark Northwest Support/Admin	P0117023	44060	12/21/2022	15,637.11
00214656	01/27/2023	COOPER, ROBERT LEOFF1 Excess Benefit		FEB2023A	02/01/2023	2,118.03
00214657	01/27/2023	DAILY JOURNAL OF COMMERCE LUTHER BURBANK SHORE	P0117004	3383307	11/04/2022	358.80
00214658	01/27/2023	DEEDS, EDWARD G • LEOFF1 Retiree Medical Exp		JAN2023B	02/01/2023	810.67
00214659	01/27/2023	DEPT OF NATURAL RESOURCES C2000A09917 LA WASHINGTON - CI	P0117029	4900/0100166581/	01/03/2023	4,598.83
00214660	01/27/2023	DEVENY, JAN P LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	200.60
00214661	01/27/2023	DOWD, PAUL LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	202.90
00214662	01/27/2023	EHRlich, ALAN FIRE MEDICARE REIMB		020123	02/01/2023	125.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00214663	01/27/2023	ELSOE, RONALD LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	287.46
00214664	01/27/2023	EPSCA 44 RADIOS FOR FIRE 2023	P0116737	11022	01/07/2023	2,783.62
00214665	01/27/2023	FLYNN, THOMAS SAFETY BOOTS		010723	01/07/2023	339.09
00214666	01/27/2023	FORSMAN, LOWELL LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	271.10
00214667	01/27/2023	GCP WW HOLDCO LLC SAFETY BOOTS & MISC. WORK CLOT	P0116944	INV2040002739	01/14/2023	1,192.87
00214668	01/27/2023	GIS INC A CONTINENTAL MAPPING DEC 2022 GIS SERIVCES	P0116949	11790	12/31/2022	1,198.33
00214669	01/27/2023	GOODMAN, J C LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	236.30
00214670	01/27/2023	GRAINGER ADAPTER 1-1/2" X 2-1/2" NPT X	P0116936	9573189215	01/13/2023	86.53
00214671	01/27/2023	HAGSTROM, CRAIG LEOFF1 Retiree Medical Expense	P0117011	012523	01/25/2023	399.83
00214672	01/27/2023	HAGSTROM, JAMES LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	204.50
00214673	01/27/2023	HERC RENTALS INC 1 TON PORT AIR CONDITIONER W/H	P0117002	33038448-003	09/15/2022	2,021.04
00214674	01/27/2023	HILTNER, PETER LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	619.50
00214675	01/27/2023	HOME DEPOT CREDIT SERVICE METAL CUTT OFF BLADE	P0116932	3104608	01/19/2023	45.94
00214676	01/27/2023	JOHNSON, CURTIS LEOFF1 Medicare Reimb		FEB2023A	02/01/2023	1,395.82
00214677	01/27/2023	KC PET LICENSES KC PET LICENSE FEES COLLECTED	P0117038	011023	01/10/2023	60.00
00214678	01/27/2023	KC RECORDER RELEASE OF LIEN (CAROL LINDA J	P0117031	LIEN012523	01/25/2023	39.00
00214679	01/27/2023	KEATING BUCKLIN & MCCORMACK Invoice No. 19021 Professional	P0116967	19021	12/13/2022	314.40
00214680	01/27/2023	KEYBANK NATIONAL ASSOC INVOICE # 22120000117 ACCOUNT	P0117033	22120000117	12/31/2022	12,115.02
00214681	01/27/2023	KING CO PROSECUTING ATTORNEY Remit Crime Victims Trust 2022	P0116955	123122	12/31/2022	2,038.80
00214682	01/27/2023	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P0113518	11013209	12/31/2022	1,492.00
00214683	01/27/2023	Kitsap Bank 9/29/22 invoice # 114266 retai	P0117035	114257-RET	08/30/2022	1,179.30
00214684	01/27/2023	KPG 2019 ON CALL TRANPORATION	P0104658	192120	12/31/2022	7,151.50
00214685	01/27/2023	KRAZAN & ASSOCIATES INC 2022 Arterial & Residential St	P0117003	INV I620563-5832	08/31/2022	2,680.00
00214686	01/27/2023	KUHN, DAVID LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	200.60
00214687	01/27/2023	LANGMAN, ALAN REFUND OVERPAY 00414010002		011923	01/19/2023	138.26
00214688	01/27/2023	LEOFF HEALTH & WELFARE TRUST FIRE RETIREES		FEBRUARY-23	02/01/2023	55,560.38

**Accounts Payable Report by Check Number**

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00214689	01/27/2023	LEOFF HEALTH & WELFARE TRUST POLICE RETI		FEBRUARY-23	02/01/2023	60,375.42
00214690	01/27/2023	LOISEAU, LERI M LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	396.69
00214691	01/27/2023	LYONS, STEVEN LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	636.80
00214692	01/27/2023	Madrona Law Group, PLLC Invoice #11753 Professional	P0116994	11757	12/31/2022	15,670.14
00214693	01/27/2023	MARTEN LAW Invoice #44094207 Professional	P0116968	44094208	12/31/2022	807.50
00214694	01/27/2023	MARTIN, ERIC MILEAGE SEWER		011323	01/13/2023	12.50
00214695	01/27/2023	METROPRESORT DEC 2022 PRINTING & MAILING OF	P0117032	IN651616	01/25/2023	1,429.56
00214696	01/27/2023	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		012723	01/27/2023	220.00
00214697	01/27/2023	MYERS, JAMES S LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	179.80
00214698	01/27/2023	NW MODULAR SYSTEMS FURNITURE Hourly Labor to Disassemble Ex	P0117022	22-311	12/19/2022	330.30
00214699	01/27/2023	PACIFIC AIR CONTROL INC MERCER ISLAND CITY HALL WO# 35	P0117017	35352A	12/30/2022	4,099.85
00214700	01/27/2023	PAYBYPHONE TECHNOLOGIES INC TRANSACTION FEE MONTHLY MINIMU	P0117024	INVPBP-US86	12/31/2022	250.00
00214701	01/27/2023	PETERSEN BROTHERS INC REPAIR GUARDRAIL AT 5440 E.	P0116906	2202702	12/24/2022	5,225.25
00214702	01/27/2023	PLANTSCAPES INC EXTERIOR LABOR 3 PERSON CREW	P0116577	57127E	12/16/2022	20,069.03
00214703	01/27/2023	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		012723	01/27/2023	2,531.23
00214704	01/27/2023	PSFOA 2023 Membership Application La	P0117036	2023	01/01/2023	75.00
00214705	01/27/2023	RAMSAY, JON LEOFF1 Medicare Reimb		FEB2023A	02/01/2023	721.63
00214706	01/27/2023	RH2 ENGINEERING INC RESERVOIR PUMP-MOTOR ASSESMENT	P0111663	89013	12/31/2022	12,976.32
00214707	01/27/2023	Ringsquared Telecom LLC DECEMBER 2022 LONG DISTANCE CA	P0117020	IN71984	12/31/2022	100.01
00214708	01/27/2023	RUCKER, MANORD J LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	765.37
00214709	01/27/2023	RUDYS PLUMBING TOILET CONTINUOUSLY RUNS COMMU	P0117013	65805	12/06/2022	592.34
00214710	01/27/2023	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		FEB2023A	02/01/2023	1,266.42
00214711	01/27/2023	SEATTLE PUBLIC UTILITIES NOV 2022 WATER PURCHASE	P0116992	DEC 22	12/31/2022	207,042.80
00214712	01/27/2023	SHOREWOOD #14885 Rental assistance for EA clien	P0117039	011823	01/18/2023	534.93
00214713	01/27/2023	SMITH, RICHARD LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	219.60
00214714	01/27/2023	SOUND SAFETY PRODUCTS SAFETY BOOTS & MISC. WORK CLOT	P0116942	249163/3	01/14/2023	1,203.53

**Accounts Payable Report by Check Number**

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00214715	01/27/2023	STEMPER ARCHITECTURE COLLAB PUBLIC WORKS BUILDING EXISTING	P0115377	22120	12/31/2022	24,604.73
00214716	01/27/2023	SUMMIT LAW GROUP HR Professional Services Suppo	P0116965	142588	12/31/2022	4,075.00
00214717	01/27/2023	T M G SERVICES INC QUICK DISCONNECT FITTINGS	P0116937	0049378/9424	01/11/2023	1,591.17
00214718	01/27/2023	THE SOPHIA WAY The Sophia Way Outreach Projec	P0116989	123122	12/31/2022	10,000.00
00214719	01/27/2023	THOMPSON, JAMES LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	245.90
00214720	01/27/2023	TRANSPO GROUP USA INC THRIFT SHOP PARKING LOT CONCEP	P0115078	29556	12/31/2022	4,013.75
00214721	01/27/2023	UNITED REPROGRAPHICS SPEC BOOKS & PLANES	P0116935	9112768-IN	01/16/2023	185.23
00214722	01/27/2023	US BANK CORP PAYMENT SYS 12/5 Meeting Meal		5539JAN23	01/06/2023	35,214.96
00214723	01/27/2023	USABlueBook INVENTORY PURCHASES	P0116931	119809/226320	12/31/2022	379.88
00214724	01/27/2023	WA ASSN OF SHERIFFS & POLICE Association Dues - Chief of Po	P0116961	DUES 2023-00217	01/12/2023	305.00
00214725	01/27/2023	WA STATE DOL CONCEALED PISTOL LICENSES ISSU	P0117030	123122	12/31/2022	1,119.00
00214726	01/27/2023	WALLACE, THOMAS LEOFF1 Retiree Medical Expense		JAN2023B	02/01/2023	10,816.97
00214727	01/27/2023	WAVE ELECTRICAL LLC MICEC GYM/MERCER ROOM LIGHT	P0117025	22140	12/18/2022	22,047.95
00214728	01/27/2023	WEGNER, KEN LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	170.10
00214729	01/27/2023	WEGNER, KEN LEOFF1 Retiree Medical Expense	P0117010	012523	01/25/2023	252.06
00214730	01/27/2023	WHEELER, DENNIS LEOFF1 Medicare Reimb		JAN2023B	02/01/2023	164.90
00214731	01/27/2023	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		012723	01/27/2023	2,964.00
00214732	01/27/2023	WSDOT WSDOT	P0116625	RE41JZ1369L008	11/14/2022	3,231.74
					Total	644,088.35





# CITY COUNCIL MINUTES REGULAR HYBRID MEETING JANUARY 17, 2023

Item 6.

## CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the regular meeting to order at 5:00 pm in the Council Chambers at City Hall, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Salim Nice and Councilmembers Jake Jacobson, Wendy Weiker, and Ted Weinberg participated in person in the Council Chambers. Councilmembers Lisa Anderl and Craig Reynolds joined via Zoom. Deputy Mayor David Rosenbaum was absent.

## PLEDGE OF ALLEGIANCE

The City Council delivered the Pledge of Allegiance.

## AGENDA APPROVAL

It was moved by Weinberg; seconded by Jacobson to:

**Approve the agenda.**

PASSED: 6-0

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

ABSENT: 1 (Rosenbaum)

## CITY MANAGER REPORT

City Manager Bon reported on the following items:

- **Council, Boards & Commission Meetings Updates:** Upcoming City Council Regular Hybrid Meeting on February 7. Upcoming boards and commission meetings, Arts Council Regular Hybrid Meeting January 18, Open Space Conservancy Trust Regular Hybrid Meeting January 19, Planning Commission Regular Hybrid Meeting January 25, and Design Commission Regular Hybrid Meeting February 5.
- **City Services Updates:** Second Community Meeting on Proposed Bike Skills Area on January 24, Draft Climate Action Plan released for comment through February 7, Capitol Project updates on 2022 Water System Improvements Madrona Crest East and Sunset Highway and 77<sup>th</sup> Avenue Southeast improvements.
- **Upcoming Events:** Blood drive at MICEC on January 24 and 25, Island Lanterns returns pick up lanterns on January 28 at MICEC, MIFYS Foundation Breakfast on February 8.
- **News:** New drug take back kiosk at City Hall in the Police Lobby.

## APPEARANCES

Gardner Morelli, Mercer Island, spoke about the Beach Club docket request that was approved in 2022.

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

## CONSENT AGENDA

### AB 6208: December 30, 2022 Payroll Certification

**Recommended Action:** Approve the December 30, 2022 Payroll Certification (Exhibit 1) in the amount of

\$948,426.07 and authorize the Mayor to sign the certification on behalf of the entire City Council.

**Certification of Claims:**

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

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

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

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

**AB 6209: Luther Burbank South Shoreline Restoration Project Bid Award**

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

It was moved by Jacobson; seconded by Weiker to:

**Approve the Consent Agenda and the recommended actions contained therein.**

PASSED: 6-0

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

ABSENT: 1 (Rosenbaum)

**REGULAR BUSINESS**

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

Council discussed the proposed amendments.

It was moved by Reynolds; seconded by Weinberg to:

**Amend Section 11.C to read as follows:**

**With approval of a majority of the City Council, The Mayor, in consultation with the Deputy Mayor, (provided the Deputy Mayor is not the Councilmember who is the subject of the sanction), may terminate standing committee, ad hoc committee, board, commission, or other liaison assignments. If the Mayor is the Councilmember who is subject of the sanction, then the liaison termination decision responsibility shall vest in the Deputy Mayor; and/or**

FAILED: 3-3

FOR: 3 (Reynolds, Weiker, and Weinberg)

AGAINST: 3 (Anderl, Jacobson, and Nice)

ABSENT: 1 (Rosenbaum)

It was moved by Jacobson; seconded by Weiker to:

**Table AB 6215: City Council Rules of Procedure Amendments (Resolution No. 1642) to the next City Council meeting.**

PASSED: 5-1

FOR: 6 (Anderl, Jacobson, Nice, Weiker, and Weinberg)

AGAINST: 1 (Reynolds)

ABSENT: 1 (Rosenbaum)

**AB 6216: Draft Climate Action Plan Handoff**

City Manager Jessi Bon presented the draft Climate Action Plan (CAP) to the City Council. She spoke about the contents and structure in the CAP within the six focus areas.

Sustainability Analyst Ross Freeman spoke about the different ways that comments are being accepted for the CAP through February 7. These comments will be compiled, analyzed and presented to the City Council on March 7.

City Manager Bon presented the next steps and upcoming schedule for the CAP.

Council discussed the CAP.

### **AB 6212: Community Planning and Development 2023 Legislative Work Plan**

CPD Director Jeff Thomas introduced the Community Planning and Development (CPD) Department's 2023 Legislative Work Plan. Deputy CPD Director Alison Van Gorp presented the legislative review process from docket proposal submittal through adoption, spoke about the items that are on the CPD 2023 Legislative Work Plan, and discussed the legislative review schedule for these items.

Council discussed the work plan and asked questions.

## **OTHER BUSINESS**

### **Planning Schedule**

City Manager Jessi Bon spoke about the February 7 Regular Hybrid Meeting and the February 21 Regular Hybrid Meeting.

### **Councilmember Absences and Reports**

It was moved by Jacobson; seconded by Weinberg to:

**Excuse Deputy Mayor Rosenbaum's absence from the January 17 City Council meeting.**

PASSED: 6-0

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

ABSENT: 1 (Rosenbaum)

Councilmember Reynolds noted that the Parks & Recreation Commission met and discussed Bike Skills Area proposed design and Aubrey Davis Park trail safety improvement project.

Councilmember Weiker noted that on February 10, SCA is hosting an organics work session on HB 1799 that passed last year.

## **EXECUTIVE SESSION**

At 6:22 pm, Mayor Nice convened an Executive Session in the Caucus Room at City Hall, 9611 SE 36th Street, Mercer Island, WA and via Microsoft Teams. The Executive Session was to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(I) and for planning or adopting the strategy or position to be taken by the City Council during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress pursuant to RCW 42.30.140(4)(b).

Mayor Salim Nice and Councilmembers, Jake Jacobson, Wendy Weiker, and Ted Weinberg participated in person in the Farside Room at City Hall. Councilmembers Lisa Anderl and Craig Reynolds joined via Microsoft Teams. Deputy Mayor David Rosenbaum was absent.

Mayor Nice adjourned the Executive Session at 7:51 pm.

## **ADJOURNMENT**

The Regular Hybrid Council Meeting adjourned at 7:51 pm.

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Salim Nice, Mayor

Attest:

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Andrea Larson, City Clerk



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6217**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6217: Community Conversations Series Wrap-Up	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Receive report. No action necessary.	

<b>DEPARTMENT:</b>	City Manager
<b>STAFF:</b>	Jessi Bon, City Manager Merrill Thomas-Schadt, Sr. Management Analyst
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	n/a
<b>CITY COUNCIL PRIORITY:</b>	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

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

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to provide a synopsis of the development and execution of the 2022 Community Conversations series.

- The Community Conversations series was approved by the City Council in late 2021 (see [AB 5956](#)) in partnership with the community groups ONE MI and Do the Work MI with a budget of \$60,000.
- Seven separate programs were presented throughout 2022 on topics such as the process to remove racist property covenants still on record, the experience of Asian and Asian-American families on Mercer Island, and trainings on harassment intervention and implicit bias.
- Community feedback on each program was gathered via surveys and the response was positive.

### BACKGROUND

The City recognizes and supports matters of diversity, equity, and inclusion by participating in cultural competency training, supporting a range of community events such as Juneteenth and Sukkot, and issuing City Council proclamations which highlight the unique experiences of community members across all backgrounds.

In August 2021, the Mayor and City Manager connected with ONE MI and Do the Work MI to discuss their interest in collaborating with the City on an event series to engage the community on topics related to diversity, equity, and inclusion on Mercer Island. Members of ONE MI and Do the Work MI expressed an interest in partnering and supporting this work.

In November 2021, the City Council approved the partnership proposal and plan to host the Community Conversations series (see [AB 5956](#)). Members of ONE MI and Do the Work MI pledged to volunteer their time to support the programming of the series, make recommendations on potential speakers and topics, and help with the logistics for each of the events. Contracts with speakers, consultants, and any other services related to the community event series were to be held by the City and administered by City staff.

Content for the series was created with the following goals to:

- Offer space for conversations that expand understanding of diversity, equity, and inclusion to the Mercer Island community.
- Provide support for underrepresented families through conversation and opportunities for community connection.
- Offer a variety of events that meet the needs of different age groups and demographics.

Sessions were to be offered through both in-person and virtual engagements, dependent upon current COVID-19 protocols and guidance. A budget of \$60,000 was approved to cover speaker costs (fees and travel), accommodations for hearing or visually impaired participants, Zoom support, and supplies for activities or refreshments.

## ISSUE/DISCUSSION

### Community Conversations Sessions

There was a total of six events in the Community Conversations series, and one community event developed by series' organizers but funded by the City's Recreation Division. A brief summary of each is provided below.

#### Towards Inclusive Community (February 2, 2022)

This event was organized and presented in partnership with the Mercer Island High School Black Student Union and the University of Washington's Civil Rights and Labor History Project. The presentation included a history of segregation and racially restrictive property covenants in the Puget Sound area and on Mercer Island specifically, and resources for homeowners to identify and address such covenants connected to their own property. Over 275 people participated virtually.

#### Intergenerational Conversations: A Roundtable with Asian American Islanders (May 25, 2022)

This event was held in partnership with ONE MI, Do the Work MI, and the Mercer Island High School's Education Coalition for Asian American Representation and moderated by Mercer Island School Board member Maggie Tai Tucker. Roundtable participants came from the diverse Asian American community of Mercer Island and explored differing perceptions around academic achievement, body image, and social norms. 22 people attended this event in-person at the Mercer Island Community and Event Center and approximately 30 participated online.

#### Oral History Family Interview Workshop (June 5, 2022)

This interactive program was presented in partnership by ONE MI, Do the Work MI, the Stroum Jewish Community Center, the Mercer Island Historical Society, and the Washington State Jewish Historical Society. The workshop, facilitated by Islander Robin Li, showed how oral history interviewing is different from other types of conversations. Participants practiced strategies for conducting effective interviews and learned best practices on recording and archiving oral histories. There were 27 attendees at this in-person event.

#### Mercer Island Pride (June 26, 2022)

The Mercer Island Recreation Division and organizers of the Community Conversations series held Mercer Island's first Pride event, recognizing, and celebrating the LGBTQIA community. The event was held at Mercerdale Park and featured local band Puget Sound, refreshments, lawn games, and an information booth hosted by the Mercer Island LGBTQIA Parent Affinity Group. Resources from Youth & Family Services were shared, and residents of all ages enjoyed a relaxed, fun afternoon to celebrate and support their community. Approximately 75 people attended the event.

#### How to be an Ally (October 24 & 26, 2022)

These sessions were led by Right to Be, an organization that provides customized training experiences on a variety of topics designed to educate and empower communities in their equity and inclusion work. This training was broken into two sessions, one geared for teens and one for adults. Participants learned tips and strategies on how to deal with racism and harassment in the real world, and how to prioritize their own safety while offering support for others. 25 people participated in these online trainings.

#### Disability as a Strength (November 7, 2022)

This event featured Mercer Island resident and Microsoft's Chief Accessibility Officer Jenny Lay-Flurrie. She led an engaging presentation on her own life experience as a deaf person, her work in the tech industry on tools and accommodations for people with disabilities, and how the inclusion of people with disabilities enriches our communities, workplaces, and lives. 34 people registered online and 15 people attended in person at City Hall.

#### Mitigation Implicit Bias (December 8, 2022)

This interactive training was also led by Right to Be. The session taught participants how to understand their own implicit biases and the unintended harm that can occur without engaging tools to recognize and undo them. Through polls, thought experiments and writing exercises, attendees reflected on how unconscious bias can impact themselves and others, and heard strategies to confront and overcome it. 11 people participated in this training.

### **Communications & Feedback**

A webpage was created on the City's Let's Talk platform for the [Community Conversation series](#) in order to provide schedule, program, and background information. Promotion of the series was shared between ONE MI and City communications platforms including social media, the City's calendar webpage, and the MI Weekly Newsletter. A mailing list was established to connect directly with past participants. The Mercer Island Reporter covered several of the events in issues throughout the year.

City staff gathered feedback through online and in-person surveys, virtual chat platforms, and via email. The majority of feedback was positive, appreciative, and interested in learning about future events. Since the

series concluded, City staff has received inquiries about “what’s next” and requests for partnership on upcoming holidays and important community topics.

### **Summary of Program Costs**

The City Council approved \$60,000 in 2022 to fund the Community Conversation Series. The total amount spent was \$11,600, not inclusive of staff time.

## **NEXT STEPS**

The City is committed to doing its part to foster an inclusive workforce and community. City staff are now pursuing the following:

- Continuing to evaluate current and future special event offerings with an inclusive lens to incorporate the history and traditions important to the Mercer Island community. Examples include Juneteenth, Pride, and Hannukah celebrations and diverse, accessible programming at Summer Celebration! and other events.
- The Youth & Family Services Department workplan for 2023-2024 includes a goal to integrate and expand equity and social justice practices in their work.
- There is a budget proposal, pending consideration by the City Council in spring 2023, for the development of a DEI plan to identify areas of improvement within the City organization and recommend updates to City policies and procedures.
- The City recently joined the Government Alliance on Race and Equity (GARE) to utilize training modules and other collaborative resources to provide both internal and external training and programs.
- Reviewing and updating policies and procedures related to recruiting, hiring, and training new employees with an emphasis on inclusion (such as “blind” resume reviews, diverse interview panels, and accommodations for people with disabilities).

## **RECOMMENDED ACTION**

Receive report. No action necessary.





## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6211**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6211: Reservoir Improvement Project (WU0103) Bid Award	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Award the Reservoir Improvement Project construction contract to Paso Robles Tank, Inc.	

<b>DEPARTMENT:</b>	Public Works
<b>STAFF:</b>	Jason Kintner, Chief of Operations Patrick Yamashita, Deputy Public Works Director Allen Hunter, Utilities Operations Manager
<b>COUNCIL LIAISON:</b>	Jake Jacobson
<b>EXHIBITS:</b>	1. Project Location Map
<b>CITY COUNCIL PRIORITY:</b>	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

<b>AMOUNT OF EXPENDITURE</b>	\$ 7,119,602
<b>AMOUNT BUDGETED</b>	\$ 7,498,612
<b>APPROPRIATION REQUIRED</b>	\$ 0

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to award a public works contract for the construction of the Reservoir Improvement project.

- The City's two 4-million-gallon welded steel reservoir tanks were upgraded over 20 years ago. Since then, many components have deteriorated, including the interior and exterior protective coatings.
- A third-party analysis of the reservoir coatings in 2021 confirmed that the coatings have reached the end of their useful life.
- Very few contractors in this region are qualified to apply these specialized coatings on reservoirs.
- Three bids were received for this project. The low construction bid is \$5,791,413 and engineer's estimate is \$5,989,308, a difference of 3.3 percent.
- This project is included in the 2023-2024 Capital Budget and is funded through the Water Fund.
- Estimated project expenditures are higher than the available 2023-2024 budget. A carry-forward of \$1,564,602 from the 2021-2022 budget is requested.
- Construction will begin in spring 2023 and be completed by spring 2025.

This project is one of several planned investments to the City's reservoir and booster pump station facility to ensure long-term storage and cost-effective delivery of safe drinking water to Mercer Island customers. Other

projects include the Booster Chlorination System Improvements, the Booster Pump Station Generator Replacement Project, and Reservoir Pump Replacements.

## BACKGROUND

The City's water reservoir facility includes two 4-million-gallon welded steel reservoirs, booster pump station, emergency generator, and soon to be completed booster chlorination system. The tanks are approximately 150 feet in diameter and 32 feet tall with the booster pump station located in between. These are all critical components of the water distribution system. Ongoing investments in this infrastructure is critical to ensure the long-term storage and cost-effective delivery of safe drinking water to the community.

The booster chlorination system improvements ([AB5913](#)) will be completed in Q1/Q2 2023, allowing greater control over the chlorine levels in the water system. The contract for replacing the aging emergency generator was awarded in November 2022 ([AB6183](#)) and will be installed following a lengthy procurement period. Design to replace the booster pumps at the pump station is underway and construction completion is expected in 2024, after the generator replacement.

The north reservoir was constructed in 1962, followed by the south reservoir in 1975. The reservoir coatings were last replaced as part of the seismic upgrade of the tanks in 2001. The typical life expectancy of reservoir coatings is approximately 20 years.

A third-party condition assessment was performed in 2021, determining that the reservoirs are in overall good condition, but the coatings have reached the end of their useful life and should be replaced in the next few years. The scope and timing of the project is based on the recommendations of the analysis.

## ISSUE/DISCUSSION

### PROJECT DESCRIPTION

As designed, the Reservoir Improvement Project focuses on improvements to protect the structural integrity of the tanks, primarily replacing the interior and exterior protective coatings and welding roof plates to rafters. Other improvements focus on worker safety including replacing exterior ladders with spiral staircases and adding guardrails around the tank roof perimeters. This work will be performed on both 4-million-gallon welded steel reservoir tanks. The long project duration is necessary due to operational constraints. Only one reservoir can be taken out of service at a time for recoating and only outside of the May-October peak water demand season.

### BID RESULTS

Design of this project was completed in November 2022 and the project was advertised for bids in December. Prior to advertisement, the project team informed the few contractors who perform this kind of specialized work that the City would be advertising the project for bid. Three construction bids were received and opened on Tuesday December 20, 2022. The lowest bid was received from Paso Robles Tank, Inc for \$5,791,413, approximately 3.3% below the engineer's construction cost estimate. The following table shows the bid results.

Bid Summary			
Company Name	Schedule A + 10.1% sales tax	Schedule B + 10.1% sales tax	Total of all Schedules (A & B +Tax)
Paso Robles Tank, Inc	\$3,001,734	\$2,789,679	\$5,791,413
CBI Services, LLC	\$3,049,770	\$3,136,749	\$6,186,519
T Bailey Inc.	\$3,460,443	\$3,124,638	\$6,585,081
Engineer's Estimate	\$2,934,572	\$3,054,736	\$5,989,308

The apparent low bidder, Paso Robles Tank, Inc. from Hemet, California, has successfully completed reservoir and tank improvement projects in Washington and California. The City's design consultant for the project has worked with Paso Robles Tank, Inc. both in the past and currently, finding them to have the experience necessary to complete the Reservoir Improvement Project. Review of the Labor and Industries (L&I) website confirms CBI Services, LLC is a contractor in good standing with no license violations, outstanding lawsuits, or L&I tax debt.

### PROJECT BUDGET

Adding amounts for construction, project design, contingency, construction services, and project management, the total estimated cost of the project is \$7,119,602. Historically, staff applies a 20% construction contingency to utility construction due to the unknowns associated with underground work. Contingency for this project has been set at 10% since the work is not underground and there are likely fewer unknowns. Estimated project costs are summarized in the following table.

Reservoir Improvement Project Budget	
Construction Contract including 10.1% Sales Tax	\$5,791,413
Project Analysis and Design (2021-2022)	\$359,048
Construction Contingency @ 10%	\$579,141
Construction Services (Management/Inspection) – consultant	\$350,000
Contract Administration/Project Management	\$40,000
<b>Total Project Cost</b>	<b>\$7,119,602</b>
Approved Project Budget (2021-2022)	\$1,943,612
Approved Project Budget (2023-2024)	\$5,555,000
<b>Budget Carry Forward Request From 2021-2022 Budget</b>	<b>\$1,564,602</b>

The construction budget in the 2023-2024 Capital Budget included an estimate for cost escalation. Upon completion of design, the final estimate was prepared and was increased from \$5,555,000 to \$5,989,308. Reasons for the increase include a rapid escalation in construction costs related to welding, a significant component of the project.

Recently updated regulations also impacted the project budget. Changes governing the type of coating allowed on potable water reservoirs along with new techniques and equipment to reduce the level of volatile organic compounds (VOCs) released into the environment from interior coatings were put in place.

Furthermore, full reservoir containment to provide a more suitable work environment also added to the increased cost.

To complete this project as designed, staff requests a carry forward of \$1,564,602 from the 2021-2022 project budget. Upon project completion, any unspent funds will remain in the Water Fund.

## NEXT STEPS

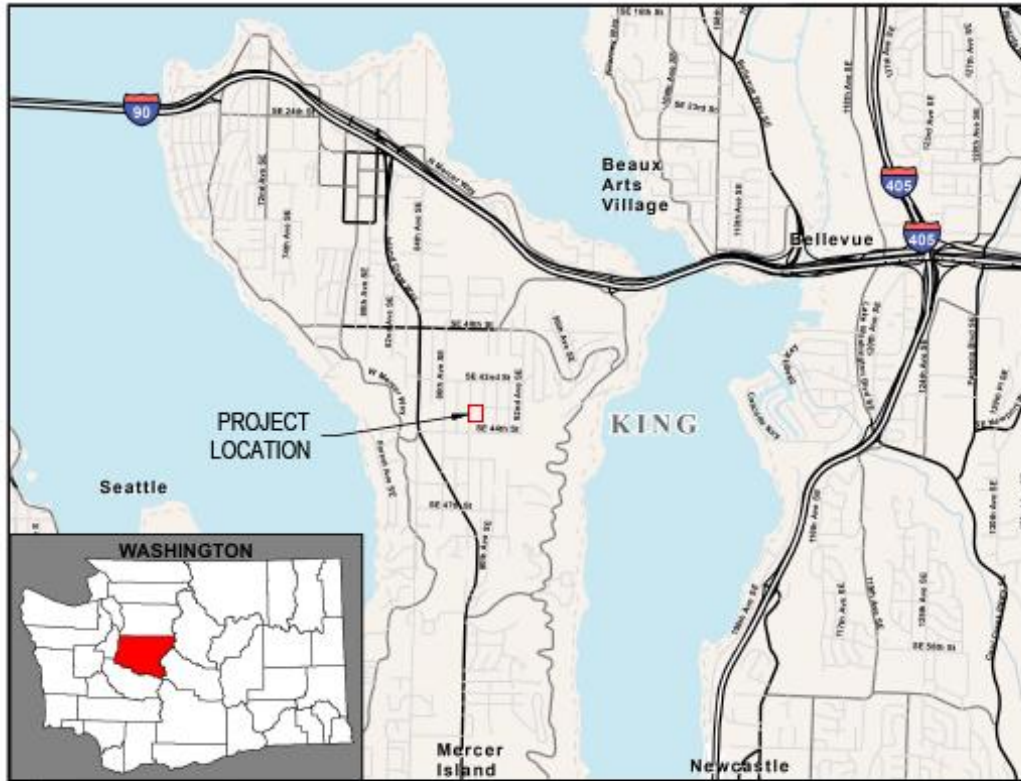
Staff recommends authorizing the City Manager to execute a contract with Paso Robles Tank, Inc. for the construction of the Reservoir Improvement Project and set the total project budget at \$7,119,602, with a 2021-2022 project budget carry-forward of \$1,564,602.

Project construction will begin in Spring 2023 and be completed by Spring 2025. The long project duration is necessary due to operational constraints. Only one reservoir can be taken out of service at a time for recoating and only outside of the May-October peak water demand season.

## RECOMMENDED ACTION

1. Award the Reservoir Improvement Project to Paso Robles Tank, Inc. in the amount of \$5,791,413, set the total project budget at \$7,119,602, and authorize the City Manager to execute the construction contract.
2. Authorize a \$1,564,602 expenditure budget carry-forward in the Water Fund from the 2021-2022 project budget savings.

## PROJECT VICINITY MAP



## PROJECT LOCATION MAP





## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6219**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6219: 2022 Countywide Planning Policy Amendments	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Approve Resolution No. 1643 Ratifying Amendments to the King County Countywide Planning Policies	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Community Planning and Development
<b>STAFF:</b>	Jeff Thomas, CPD Director Adam Zack, Senior Planner
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Letter from Metropolitan King County Council dated January 5, 2023 2. Resolution No. 1643 Ratifying Amendments to the King County Countywide Planning Policies
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to ratify or disapprove of amendments to the King County Countywide Planning Policies. The amendments established 2044 housing and employment growth targets for the City of Sammamish. The Countywide Planning Policy amendments, adopted by [Ordinance No. 19553](#) on December 6, 2022, do not affect the City of Mercer Island housing and employment growth targets. Any amendment of the King County Countywide Planning Policies must be ratified by the cities in the County.

### BACKGROUND

Countywide planning policies are required for counties planning under the Growth Management Act (GMA). The purpose of King County Countywide Planning Policies (CPPs) is to coordinate growth planning between county and city governments. This is accomplished by establishing growth targets for the number of dwelling units and jobs that cities and counties must plan for in their comprehensive plans. Setting growth targets at the county level ensures that comprehensive plans are using consistent assumptions about growth through the 20-year planning period.

In 2021, the CPPs were amended to set the 2044 growth targets for all cities in King County except for the City of Sammamish, which required, additional analysis before its growth targets could be finalized.

The King County Council amended the CPPs on December 6, 2022, with [Ordinance No. 19553](#). That ordinance set the growth targets for the City of Sammamish and did not change the growth targets for other cities in King County, including the City of Mercer Island.

## ISSUE/DISCUSSION

The amendments to the CPPs become effective once they are ratified by 70 percent of cities representing 30 percent of the population in the County. Cities have 90 days to ratify or take action to disapprove of the amendments. The City was notified of the amendments to the CPPs on January 5, 2023 (Exhibit 1). April 1, 2023 is the ratification deadline for the amended CPPs. Approving Resolution No. 1643 will ratify the amended CPPs (Exhibit 2). Please note, the Countywide Planning Policy amendments adopted in 2022 only set the housing and employment growth targets for the City of Sammamish. The growth targets for other cities in King County are not affected by the amendments.

## NEXT STEPS

If the City Council approves Resolution No. 1643, the City Clerk will transmit the approved resolution to the Clerk of King County Council, notifying the Council that the City has ratified the Countywide Planning Policies. This transmittal will conclude the ratification process.

## RECOMMENDED ACTION

Approve Resolution No. 1643 ratifying proposed amendments to the King County Countywide Planning Policies.



January 5, 2023

The Honorable Salim Nice  
City of Mercer Island  
9611 SE 36th  
Mercer, Island, WA 98040

Dear Mayor Nice:

We are pleased to forward for your consideration and ratification an amendment to the 2021 King County Countywide Planning Policies (CPP).

On December 6, 2022, the Metropolitan King County Council approved and ratified the amendment to establish housing unit and employment growth targets for the City of Sammamish on behalf of unincorporated King County. The ordinance will become effective Sunday, January 1, 2023. Copies of the transmittal letter, Metropolitan King County Council staff report and ordinance 19553 are attached to assist you in your review.

In accordance with the CPP, FW-1, amendments become effective when ratified by ordinance or resolution by at least 30 percent of the city and county governments representing 70 percent of the population of King County according to the interlocal agreement. A city will be deemed to have ratified the CPP and amendments unless, within 90 days of adoption by King County, the city takes legislative action to disapprove the amendments. **Please note that the 90-day deadline for these amendments is Saturday, April 1, 2023.**

If you adopt any legislation concerning this action, and since we are working remotely, please **email** a copy of the legislation by the close of business, Friday, March 31, 2023, to [Council.clerk@kingcounty.gov](mailto:Council.clerk@kingcounty.gov).

If you have any questions about the amendments or ratification process, please contact Andy Micklow, Metropolitan King County Council Staff, at 206 263-3226



or Ivan Miller, Countywide Planning Manager, King County Office Performance, Strategy and Budget, at 206 263-8297.

Thank you for your prompt attention to this matter.

Sincerely,

The image shows two handwritten signatures in black ink. The signature on the left is 'Dave Upthegrove' and the signature on the right is 'Dow Constantine'.

Dave Upthegrove, Chair  
Metropolitan King County Council

Dow Constantine  
King County Executive

Enclosures

cc: King County City Planning Directors  
Sound Cities Association  
Lauren Smith, Director, Regional Planning  
Ivan Miller, Countywide Planning Manager  
Andy Micklow, Council Staff, Committee of the Whole

**CITY OF MERCER ISLAND  
RESOLUTION NO. 1643**

**A RESOLUTION OF THE CITY OF MERCER ISLAND, WASHINGTON  
RATIFYING AMENDMENTS TO THE KING COUNTY COUNTYWIDE  
PLANNING POLICIES.**

WHEREAS, the Growth Management Act (GMA) was adopted by the WA State Legislature; and

WHEREAS, the GMA requires counties in Washington State to adopt and periodically review countywide planning policies (CPPs); and

WHEREAS, cities planning under GMA must coordinate planning efforts with surrounding jurisdictions; and

WHEREAS, on December 6, 2022, the Metropolitan King County Council adopted Ordinance No. 19553 amending the King County CPPs; and

WHEREAS, the CPPs adopted by King County Ordinance No. 19553 amended the housing and employment growth targets for City of Sammamish and did not amend the growth targets for other cities in King County; and

WHEREAS, the CPP amendments adopted by King County Ordinance No. 19553 do not change the housing and employment growth targets for the City of Mercer Island established in 2021; and

WHEREAS, CPP FW-1(e) requires that amendments to the CPPs be ratified within 90 days by cities and towns representing at least 70 percent of the county population and 30 percent of those jurisdictions; and

WHEREAS, on January 5, 2023, the City was notified that the County had amended the CPPs and that the deadline for ratification was April 1, 2023; and

WHEREAS, ratification of the CPPs can be accomplished by an affirmative vote of the City Council; and

WHEREAS, on February 7, 2023, the Mercer Island City Council considered the proposed amendments to the King County CPPs; and

WHEREAS, the Community Planning and Development Department recommends the ratification of the CPPs established by King County Ordinance No. 19553;

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

**Section 1. The Countywide Planning Policies adopted by King County Ordinance No. 19553 are hereby ratified by the City of Mercer Island.**

**Section 2. The Council directs the City Clerk to transmit a copy of this Resolution to the Clerk of the King County Council.**

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON THE 7TH DAY OF FEBRUARY 2023.

CITY OF MERCER ISLAND

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Salim Nice, Mayor

ATTEST:

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Andrea Larson, City Clerk



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6224**  
**February 7, 2023**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6224: 2023 Aerial Mapping Project Interlocal Agreement	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Authorize the City Manager to enter into and execute the interlocal agreement with eCityGov Alliance and other area jurisdictions for the 2023 Aerial Mapping Project.	

<b>DEPARTMENT:</b>	Administrative Services
<b>STAFF:</b>	Ali Spietz, Chief of Administration Leah Llamas, GIS Coordinator
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Interlocal Agreement with other area jurisdictions and the E Gov Alliance for the 2023 Aerial Mapping Project
<b>CITY COUNCIL PRIORITY:</b>	n/a

<b>AMOUNT OF EXPENDITURE</b>	\$ 30,000
<b>AMOUNT BUDGETED</b>	\$ 30,000
<b>APPROPRIATION REQUIRED</b>	\$ n/a

### EXECUTIVE SUMMARY

This agenda bill seeks City Council authorization to direct the City Manager to enter and execute an interlocal agreement with eCityGov Alliance and area jurisdictions for high-accuracy aerial orthophotography for the 2023 Aerial Mapping Project.

- Since 2004, the City has joined surrounding cities and the eCityGov Alliance for aerial orthophotography.
- The proposed interlocal agreement will save the parties money by having one company conduct the photography.
- This round of orthophotography will capture changes in the Island since the last round in 2020.
- The City's total cost for the project, including vendor, administrative, and supplemental fees, will not exceed the \$30,000 budgeted for the project in the adopted 2023-2024 budget.

### BACKGROUND

Beginning in 2004, and every 2-3 years since, regional Cities have collaborated in the collection of high-resolution aerial orthophotography. In 2020, the City participated in a regional aerial imagery project to

provide updated digital aerial photo imagery of the City limits and adjacent areas. This effort is being repeated in 2023 to obtain updated imagery of changes that have occurred within the City since 2020 when the previous imagery was taken. New aerial acquisition is required periodically to capture changes over time. Aerial photos also support the maintenance of above-ground supplemental products such as roadways, property, building outlines, utility assets, contour lines, and digital elevation models (DEM).

## ISSUE/DISCUSSION

This project is managed by the eCityGov Alliance and involves many other partners in King County including, among others, Bellevue, Bothell, Sammamish, Mercer Island, Issaquah, and Newcastle. The goal is to provide participants with high-resolution aerial imagery and related geographic information system (GIS) products at a significantly reduced cost as compared to obtaining this information individually. Additionally, by obtaining all data from a single vendor at the same time, the project creates a single common database across the region.

The previous project resulted in the current 2020 high-resolution (3" pixel) aerial imagery contained in the City's GIS system and is used daily by staff and community members. The imagery product from this project is used in many utility and transportation capital improvement projects, community planning and development services project review, and many other City programs.

Today there are other methods available for taking aerial photos such as using images from commercial providers including Google or using drones for photography. The proposed project provides the City with a higher resolution photo than is available for cost from providers such as Google. The photo is also taken during leaf-off periods to improve visibility. The proposed project provides a turn-key product that is orthorectified to the surface of the earth and matched to the City's existing GIS system, requiring only a simple upload to put the product to use.

The City benefits in the following ways by participating in this project:

- The Police Department uses aerial photos for mapping incident scenes and for planning emergency response for everything from an individual site up to the regional level. This information is also utilized for various disaster planning and emergency operation response needs.
- The Fire Department uses City and regional aerial maps for response planning, to update addresses, and verify property location. Specific buildings use a special color to indicate if the midi-fire truck is required and rescue efforts can be planned to a very detailed level.
- The Parks Maintenance Division uses aerial photos for a visual inventory of existing parks, planning for future parks, analysis of park topography, and for high-quality grant application exhibits.
- Public Works can see a host of benefits including improved data for stormwater conveyance studies, impervious surfaces, the extent of street improvements, transportation design improvements, and improved exhibits for public hearings and open houses. New or improved data can also be collected for street channelization (pavement markings), curb, gutter, and sidewalk information. Transportation Planning utilizes the data for both large- and small-scale (e.g., neighborhood) capital improvement projects.
- Community Planning & Development uses the data for an extensive number of purposes, including high-quality maps, graphics for public hearings, over-the-counter customer service, open houses, code compliance investigations, building permits, land use approval application review, and land use verification.

- Other City department staff may utilize this information for a variety of exhibits and displays to communicate with the public concerning city projects or issues. This information is used by city staff and consultants for public outreach events and presentations.

## PROJECT COST

The eCityGov Alliance will serve as the contracting agent for the project, executing and administering a professional services agreement with its selected vendor. The funding for the Project will be shared by the participants and be of three types:

- A. Vendor fees. Attachment 2 to Exhibit 1 is a project pricing spreadsheet of the vendor costs for each participant. These amounts are based on a per-map cost negotiated with the vendor, with participant totals varying depending on the extent to which areas of interest overlap. Mercer Island's costs for vendor fees is approximately \$11,200.
- B. Administrative fees. As shown in Attachment 2 to Exhibit 1, each participant will pay an administrative fee based on costs incurred by the eCityGov Alliance to pay for the contracted project manager and the administrative work associated with the project, including contract creation and management, financial management and transactions, contractor management and general project oversight. Mercer Island's estimated costs for vendor fees is \$6,800.
- C. Supplemental fees. The City may request supplementary mapping products such as topographic contours, edge of roads, building outlines, utility assets, Lidar, and digital elevation models (DEM). These fees will be set based on the contract with the vendor to conduct this additional work and will be invoiced by the Alliance to pay the Vendor. Mercer Island's estimated costs for supplemental fees will not exceed \$12,000.

The City's total cost for the project will not exceed the \$30,000 budgeted for the project in the adopted 2023-2024 budget.

## RECOMMENDED ACTION

Authorize the City Manager to enter and execute the interlocal agreement with eCityGov Alliance and other area jurisdictions for the 2023 Aerial Mapping Project substantially in the form attached as Exhibit 1.

## AGREEMENT RELATING TO THE 2023 AERIAL MAPPING PROJECT

This Agreement Relating to the 2023 Aerial Mapping Project (Agreement), is entered into by and between the cities of Bellevue, Bothell, Issaquah, Kenmore, Kirkland, Mercer Island, Newcastle, Sammamish, Northshore Utility District (Participants) and eCityGov Alliance (Alliance) all of which may be referred to hereinafter individually as "Party" or collectively as the "Parties." This project and agreement represent a continuation and expansion of the 2022 Aerial Mapping Project that was bifurcated due to some participating jurisdictions choosing to delay their project work from 2022 until 2023.

### 1. PURPOSE

The purpose of this Agreement is a continuation and expansion of the 2022 Aerial Mapping Project that established a collaborative framework for the joint effort between the Alliance and certain government entities that were party to a similar agreement as this expanded Agreement in the Puget Sound Region. This Agreement provides an overall scope, schedule and funding structure for the Participants to cost-share in acquiring high-quality orthophotography imagery to be used by each Participant for various planning purposes, including infrastructure, utilities and community development. This Agreement is a binding commitment by each Participant to honor the financial and schedule requirements set out in the sections below. The overarching goal of this Agreement is to achieve a positive Project outcome for all Participants, which will require each Participant to fully engage in, and expeditiously act on, defined Project milestones.

### 2. BACKGROUND

There is an extensive history of aerial mapping projects in the Puget Sound Region going back many decades – some of it is agency-specific and some collaborative or consortium-based. Overall, these efforts have had varied outcomes ranging from excellent to satisfactory to barely acceptable. Work continues sporadically among professional organizations and ad hoc committees to refine, focus, and execute an effective, workable approach to regional aerial mapping – better expressed as a subset of primary data acquisition for geographic information systems (GIS) and other applications.

With the ongoing development of Seattle's suburban perimeter, the need for current aerial imagery – ideally, high-resolution color orthophotography and related products suitable for large-scale urban mapping uses – continues to be a priority for many jurisdictions. These products have resulted in major financial gains for some jurisdictions when focused on targeted organizational business needs (for example, updated impervious fee structures resulting in increased revenue streams).

### 3. AUTHORITY

The Alliance is a governmental administrative agency formed pursuant to an Amended and Restated Interlocal Agreement Establishing eCityGov Alliance (Interlocal Agreement) and chapter 39.34 (Interlocal Cooperation Act) of the Revised Code of Washington (RCW), organized as a nonprofit corporation under chapter 24.06 RCW. Pursuant to the Interlocal Agreement, the Alliance has the responsibility for developing, owning, operating, and managing Alliance programs and services on behalf of its governing body and customers. Pursuant to chapter 39.34 RCW, the Alliance may enter into service agreements directly with any other public entity created and governed by the State of Washington, or any other public entity provided by any other State and Local laws governing public entities.

The Alliance is committed to put in place the Project structure and resources to assure a positive outcome for the Project. It has experience facilitating such collaborative efforts, including working relationships with the Participants, and the stakeholder support, to manage the Project professionally and in a fiscally-responsible fashion. It currently manages three technology products providing services to over 20 public entities within the State of Washington, who each pay fees to the Alliance for these services.

#### 4. DEFINITIONS

Capitalized terms not otherwise defined herein shall have the following meanings:

**A. ADMINISTRATIVE FEES**

Administrative Fees are incurred through the administrative tasks necessary to manage the Project. This includes the responsibilities of the Alliance Executive Director, Project Manager and Administrative Staff responsibilities such as contract drafting, invoicing, finance management, issue identification and resolution, and technical support.

**B. BASE PRODUCT**

The base product is the acquisition of aerial imagery suitable for production of high-quality digital elevation data, high-resolution color orthophotography, and map compilation for the agreed upon project area. The product will be used to produce new ortho imagery and optionally, to update existing impervious surface features and topographic contours.

**C. PARTIAL PAYMENT**

Partial payment may be implemented if a Participant withdraws from the Project within the agreed upon timeframe as outlined below in item 11-A below. Additionally, partial payment may be utilized if a Vendor deliverable has not been completed/accepted according to the Agreement.

**D. PARTICIPANT**

Participants are local governments that would like to participate in the Project by executing this Agreement.

**E. PROJECT MANAGER or PM**

An independent contractor selected by Alliance who will provide regular communications, schedule updates, coordination among the Participants to this Agreement, and some data quality control services for the Project through a contract with the Alliance.

**F. SUPPLEMENTAL FEES**

Supplemental fees are in addition to the Vendor Fees for supplemental products requested by Participants and invoiced separately from the Vendor Fee invoices.

**G. SUPPLEMENTAL PRODUCT**

Participants who request supplemental products such as topographic contours and impervious surface mapping that are not part of the Base Product are considered a Supplemental Product.

**H. VENDOR**

An expert aerial mapping firm, or team of firms, selected by Alliance to enter into a professional services agreement (PSA) covering the duration of the Project, who will have the responsibility of completing the scope of work (SOW) attached to this Agreement (see Attachment 1).

**I. VENDOR FEES**

Vendor fees will be based on a per-map cost negotiated with the Vendor, with Participant totals varying depending on project area extents and adjacent agency project area overlaps. The Alliance will distribute a Project pricing spreadsheet to all Participants as a summary of what these costs will be.

#### 5. ROLES AND RESPONSIBILITIES

The Alliance and the Participants hereby agree as follows:



#### **A. Alliance**

The Alliance agrees to serve as fiscal, administrative, coordinating and contracting agency on the Project through completion, estimated to be through January 31, 2024. The Project involves engaging multiple parties/Vendors including the following:

- i. An aerial mapping vendor/vendor team (Vendor) to utilize industry best practices and technology solutions to develop products meeting Participants' business needs for the urban mapping environment. As part of this Vendor team, an experienced orthophotography coordinator will serve as a dedicated Project Manager to monitor all Project phases and communicate effectively with Alliance, Participants, and the Vendor team.
- ii. Alliance administrative staff who will assist with contract creation, financial transactions and other administrative support for the Project. The contract creation effort includes the *Memorandum of Agreement* for all participants as well as the contractor agreement with the Vendor.

The Alliance will assign appropriate resources to manage the Project and act as managing agency with Alliance Executive Director as overall Project Administrator, who will also manage the staff providing administrative support and the Project Manager.

#### **B. Participant**

Participants are considered committed entities who have indicated interest, business need, and available budget to participate in the Project. Participants agree to the commitments and contingencies as outlined further below in section 10.

1. City of Bellevue
2. City of Bothell
3. City of Issaquah
4. City of Kenmore
5. City of Kirkland
6. City of Mercer Island
7. City of Newcastle
8. Northshore Utility District
9. City of Sammamish

In exchange for the services to be provided by the Alliance pursuant to this Agreement, each Participant agrees to budget for and pay the fees outlined in section 9.

#### **6. OVERSIGHT AND ADMINISTRATION**

The Alliance will conduct the Project as contracting agent, coordinator, and overall manager. The Project theme of *collaboration* is emphasized as a key ingredient in progressing satisfactorily through the various Project tasks and achieving a successful outcome. Accordingly, the Alliance will develop a Project plan and timeline that will serve as the blueprint for all Project activities.

Except for those items described in Section 10 below, Alliance regards the Project as a relatively straightforward and mostly routine technology initiative following well-defined technical specifications and aerial mapping industry best practices.

The Alliance shall select a Vendor to perform and deliver Project deliverables as an independent entity from the Alliance or the Participants, working diligently to ensure timely completion and deliver of high-quality

deliverables within the specified timeline and budget. Tasks to be performed by the Vendor are substantially defined in Attachment 1 to this Agreement. The Vendor shall be retained by separate agreement to be executed by the Alliance, which shall state that the Vendor is and shall act as an independent consultant and not as the employee, agent, or representative of the Alliance in the performance of any services for the Alliance.

The Alliance shall manage a Project Manager (PM) on the Vendor team to work diligently to ensure timely completion and delivery of high-quality deliverables within the specified timeline and budget. Tasks include but are not limited to communicating project status and other related information among all Participants and the Vendor, attending participant/project/vendor meetings, updating the project schedule as needed, and presenting project status reports. The PM shall act as an independent consultant and not as the employee, agent, or representative of the Alliance in the performance of any services for the Alliance. The PM is expected to oversee an effective execution of Project tasks and activities, including regular interaction with both the Participants and the Vendor team.

## **7. EFFECTIVE DATE AND TERM**

This Agreement shall be effective as of the signature date of the Alliance represented at the end of this Agreement (Effective Date) and may be executed from time to time by a Participant desiring services from the Alliance relating to the Project. A Participant may continue receiving services under this Agreement until such Participant has notified the Alliance in writing that its Project deliverables have been received, reviewed, and accepted, and that the Alliance has satisfactorily completed financial transactions between itself and the Participant, and between itself and the Vendor. The end date of this contract, and therefore Agreements with the above Participants, is expected to be no later than January 31, 2024, subject to potential extension of this date should the majority of Participants and/or the Alliance elect to defer flight(s) in accordance with Section 11.B herein.

## **8. DELIVERABLES**

This Project is intended to provide an expedient data set to multiple entities who have identified business needs for current aerial mapping products, but who may lack resources to accomplish such an effort independently. A collaborative effort offers various tangible and intangible benefits, not the least of which is shared costs. This includes Project administrative and Project management costs, but most notably reduced costs where Participant project areas overlap. In this situation, the deliverable project costs are reduced, at an individual mapping unit level, for each Participant to  $1/n$ , where  $n$  is the number of overlapping map areas.

The deliverables include aerial mapping products, and the base product will be high-resolution color orthophotography suitable for large-scale urban mapping applications as described in Attachment 1. The orthophotography will cover each Participant's indicated area of interest in its entirety. Some Participants have expressed an interest in supplemental products such as topographic contours and impervious surface mapping. These needs will be accommodated as secondary priorities within the overall project scope, with the color orthophotography being the primary deliverable. Supplemental products are to be invoiced to the requesting Participant as those deliverables are completed.

All data requested and paid for within a Participant's area of interest will be provided to each Participant as the main deliverable, including both base product and supplemental product data. Each Participant will own full legal title to such deliverables paid for and received pursuant to this Agreement. If a Participant terminates its participation in this Agreement, it will own any deliverables that it paid for and received, but it will not have any right to receive further deliverables relating to the Project under the terms of this Agreement.

## **9. FINANCIAL TERMS AND PAYMENT PROCESS**

The Alliance agrees to serve as contracting agent for this Project, executing and administering a professional services agreement with its selected Vendor. The funding for the Project will be shared by the Participants and be of three types:

- A. Vendor fees. Alliance will distribute a Project pricing spreadsheet to all Participants as a summary of what these costs will be as shown in Attachment 2. These amounts will be based on a per-map cost negotiated with the Vendor, with Participant totals varying depending on the extent to which Participant areas of interest overlap. In the case of overlapping areas among Participants, the cost for an overlapping map area will be split among the overlapping Participants.
- B. Administrative fees. Alliance will also include an administrative fee for each Participant as part of the total costs to Participants as shown in Attachment 2. These amounts are based on costs incurred by Alliance to pay for the contracted PM and the administrative work associated with the Project. Administrative work includes contract creation and management, financial management and transactions, contractor management and general Project oversight.
- C. Supplemental fees. Participants requesting supplementary mapping products such as topographic contours and impervious surface mapping will be invoiced as those deliverables on a request per Participant basis. These fees will be set based on the contract with the Vendor to conduct this additional work and will be invoiced by the Alliance to pay the Vendor.

Alliance will invoice Participants for progress payments using the following milestones/schedule.

- 1. Flight preparation (target April 31, 2023) – 50%
- 2. Orthophotography final acceptance (target October 31, 2023) – 50%
- 3. Supplemental GIS work final acceptance (target October 31, 2023) – 100%

NOTE: The dates above are for Alliance accounting purposes only and are not the dates of the actual deliverable milestones from the vendor's work. These are dates to allow for up to 45 days of invoice collection in preparation for payment to the vendor closer to the actual deliverable dates.

Since Vendor payment by Alliance is contingent on Participant payment to Alliance, prompt payment of each of these invoice cycles is required, in no case more than 45 calendar days from invoice receipt by Participant. It is each Participant's responsibility to conduct deliverable reviews and acceptance within these time constraints so that Alliance can process Vendor payments as quickly as possible.

## 10. COMMITMENTS

In signing this Agreement, each Participant commits to the following.

- A. The Project scope of work and technical specifications as shown in Attachment 1.
- B. Each Participant's fees as shown in Attachment 2.
- C. The addition of new Participants to the Project by the execution, from time to time, of additional Participants to this Agreement; provided, however, any such addition shall be agreed to by the Vendor and shall not adversely impact the Project schedule.
- D. Commitment to complete the Project, including full payment for services/products received, except for the contingency described in Section 11.
- E. Assignment of adequate staff or other resources to review Project deliverables within the indicated time constraints. Any deliverables returned to the Vendor for rework will also be subject to a redelivery/review/acceptance timeline.

## 11. CONTINGENCY

In the event that a suitable leaf-off weather window (February 1 – April 1) is unavailable, each Participant will be asked to indicate to the Alliance its preference to one of the following:

- A. Terminate its participation in this Agreement (with partial payment of Vendor flight mobilization fees and Alliance expenses), OR
- B. Defer the flight either until:
  - i. The next suitable weather window, but no later than July 1, 2023, or
  - ii. Spring 2024 (with partial payment of vendor flight mobilization fees and Alliance expenses); OR
- C. Cancel the Project (with partial payment of vendor flight mobilization fees and Alliance expenses).

The Alliance shall review Participant responses and proceed based on the preference of a majority of the Participants; provided, however, in the absence of a majority vote, the Alliance shall, in its own discretion, determine a suitable contingency plan in the best interest of the Alliance and the Project.

## 12. AMENDMENT, MODIFICATION AND TERMINATION

- A. Amendment or Modification. The parties to this Agreement may amend or modify this Agreement, in whole or in part, by mutual agreement. Any amendment or modification shall be signed by all Participants and Alliance hereto.
- B. Termination for Convenience. If a Participant elects to terminate its participation in this Agreement due as a convenience for the Participant's need, it may do so by submitting written notice as described in Section 14. Participants who chose to terminate their participation in the Project are responsible for partial payment, which includes Vendor and Administrative fees. The remaining fees for the remaining Participants will be recalculated by Alliance and presented to the remaining Participants.
- C. Termination by Mutual Agreement. The parties may terminate this Agreement, in whole or in part, at any time, by mutual agreement. In this case any already incurred costs will be invoiced to the terminating Participant and the remaining fees for the remaining Participants will be recalculated by the Alliance and presented to the remaining Participants.

## 13. DISPUTE RESOLUTION

The general approach to this Project is a supportive collaboration of cost-sharing among its Participants. The first step for resolving any disputes will be for Participants to work together to resolve the dispute through discussion and negotiation among the Participants.

In the event of a dispute between Participants that cannot be resolved by the Participants, the Alliance Executive Director will serve as the mediator and resolve those disputes where feasible and appropriate. Alliance reserves the right to decide on the outcome of any dispute among Participants that pertains to the specifics of this Agreement, but is not a legal matter among Participants, in which case parties should follow their appropriate legal processes and remedies set by their respective entities.

Any dispute between Participants that is not resolved by the Alliance Executive Director, or any dispute between Participants and Alliance, or any decision by Alliance that needs elevation to a higher authority will be referred to the Alliance Executive Board. The Alliance Executive Board reserves the right to decide on the outcome of any dispute among Participants that could not be resolved by the Alliance Executive Director or is a dispute with the Alliance Executive Director, but is not a legal matter among Participants and the Alliance, in which case parties should follow their appropriate legal processes and remedies set by their respective entities.

Any dispute not able to be resolved by the Alliance Executive Board will be referred to public entity mediation or any appropriate legal processes and remedies set by the parties' respective entities.

#### **14. NOTIFICATIONS**

Any notices to be given under Section 12 of this shall be in writing and shall be delivered electronically via email, and by physical mail addressed to:

eCityGov Alliance  
Attention: Executive Director  
PO Box 90012  
Bellevue, WA 98009-9012  
[info@ecitygov.net](mailto:info@ecitygov.net)

Other notices to be given under this Agreement may be given electronically.

#### **15. SEVERABILITY**

If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the remaining provisions shall continue in full force and effect. If any provision of this Agreement shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which shall remain in effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement. To this end, the provisions of this Agreement are declared to be severable. Should the invalidated provision be necessary to accomplish the purpose of the Agreement, the parties agree to negotiate a provision which will allow such purpose to be accomplished. If agreement cannot be reached on a replacement provision, the Agreement will be deemed terminated as of the date required by the invalidation.

#### **16. APPLICABLE LAWS**

The parties hereto shall comply with all federal, state and local laws, rules, regulations and ordinances applicable to the performance of this Agreement.

#### **17. HOLD HARMLESS AND INDEMNIFICATION**

To the extent permitted by state law, and for the limited purposes set forth in this Agreement, each party to this Agreement shall protect, defend, hold harmless and indemnify the other parties, their officers, elected officials, agents and employees, while acting within the scope of their duties as such, from and against any and all claims (including demands, suits, penalties, liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) arising out of or in any way resulting from such party's own negligent acts or omissions related to such party's participation and obligations under this Agreement. Each party agrees that its obligations under this subsection extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each party, by mutual negotiation, hereby waives, with respect to the other parties only, any immunity that would otherwise be available against such claims under the industrial insurance act provision of Title 51 RCW. The provisions of this subsection shall survive and continue to be applicable to any party exercising the right of termination.

#### **18. NO PRECLUSION OF ACTIVITIES OR PROJECTS**

Nothing herein shall preclude any party from choosing or agreeing to fund or implement any work activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation or other obligation of any kind on the other Participants.

#### **19. ENTIRETY OF COMPLETE AGREEMENT**

This Agreement supersedes all prior negotiations, representations and agreements between the Participants to the subject matter hereof and constitutes the entire agreement between the parties hereto.

## 20. COUNTERPARTS

This Agreement may be executed by facsimile or electronic mail in any number of current parts and signature pages hereof with the same effect as if all Participants had all signed the same document. All executed current parts shall be construed together, and shall, together with the text of this Agreement, constitute one and the same instrument.

## 21. MAINTENANCE OF RECORDS

The Alliance and its fiscal agent shall maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel from any party hereto, other personnel duly authorized by any party hereto, the Office of the State Auditor, any person making a request for information under the Public Records Act, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six (6) years after expiration of the Agreement. The Office of the State Auditor, federal auditors, and any persons duly authorized by the Participants shall have full access and the right to examine any of these materials during this period. If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

## 22. PUBLIC INFORMATION

All parties to this Agreement acknowledge that they are subject to chapter 42.56 RCW, the Public Records Act and related public information requirements.

## 23. MISCELLANEOUS

- A. *Equal Opportunity.* No party to this Agreement shall discriminate against any person based on any ground prohibited under federal, state or local law including race, creed, color, religion, national origin, sex, age, marital status, sexual orientation, veterans and military status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of any applicable federal law, Washington State Law Against Discrimination (chapter 49.60 RCW) or the Americans with Disabilities Act (42 USC 12110 et seq.).
- B. *Governing Law.* This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If any dispute arises between the parties under any of the provisions of this Agreement, resolution of that dispute shall be available only through the jurisdiction, venue and rules of the King County Superior Court, King County, Washington.
- C. *Non-Waiver of Breach.* The failure of a party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.
- D. *No Joint Venture or Partnership.* No joint venture, separate administrative or governmental entity, joint board, or partnership is formed as a result of this Agreement.
- E. *Assignment.* The Parties shall not assign this Agreement or any interest, obligation or duty therein without the express written consent of the other Party.
- F. *Prior Acts.* All acts taken by the Parties hereto but prior to the effective date of this Agreement are hereby ratified and confirmed.

The Participants hereby agree to the foregoing Agreement, which shall be effective immediately upon full execution by the signatories listed on the following pages, including the Alliance, who will be the last signatory.

ECITYGOV ALLIANCE:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

PARTICIPANTS:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Bellevue**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Bothell**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Issaquah**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Kenmore**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Kirkland**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Mercer Island**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Newcastle**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **Northshore Utility District**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Agency/City: **City of Sammamish**



## Attachment 1 Scope of Work

### 2023 eCityGov Alliance Aerial Mapping Project

#### 1. Introduction

The 2023 eCityGov Alliance Aerial Mapping Project (“Project”) is a continuation and expansion of the 2022 eCityGov Alliance Aerial Mapping Project and will commence with the acquisition of high-quality, digital, 4-band imagery. This product will be used to produce new ortho imagery and optionally, to update existing impervious surface features and topographic contours. The area of new orthoimagery is approximately 219 square miles in size and includes the agencies (“Participants”) shown in *Figure 1*, many of them with overlapping project areas.

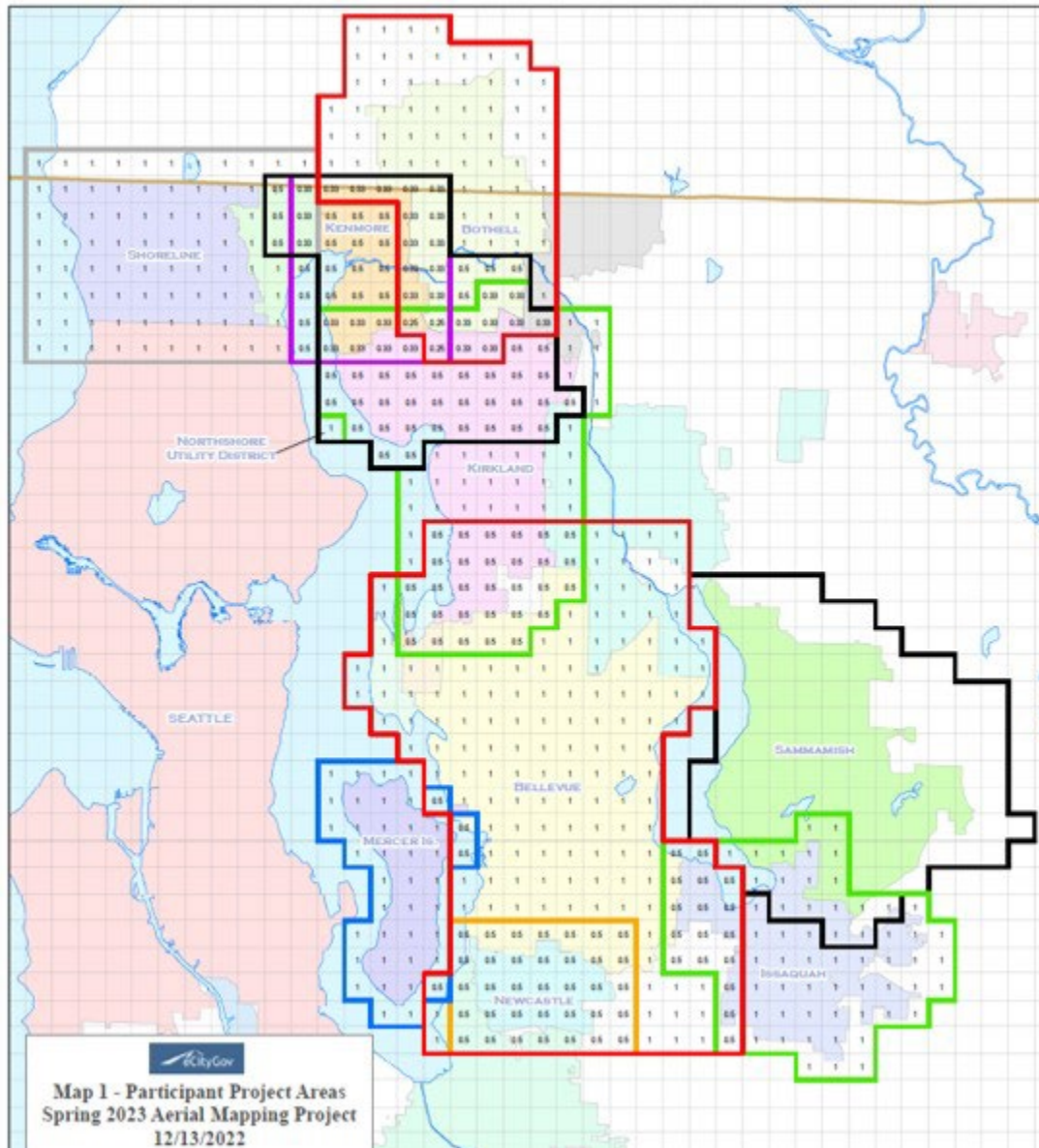
The Project will involve all photogrammetric processes necessary to create high quality color (RGB) orthophotography, as well as other aerial mapping products as identified. The Project scope will be described here as a sequence of tasks, each with deliverables and specifications. Effective project management by the selected vendor will be a key, overarching task that will receive significant emphasis during the Project. The Participants will apply extensive quality control reviews and approvals at key milestones, upon which authorization for subsequent tasks will depend. The primary deliverables for the Project are shown below in *Table 1*.

The Project will be sponsored and managed administratively by the eCityGov Alliance (“Alliance”), a governmental agency formed under chapter 39.34 RCW and organized as a Washington nonprofit corporation, located in Bellevue City Hall, Bellevue, Washington (<http://ecitygov.net/Default.aspx>). In this role, Alliance will be responsible for executing a professional services agreement (“PSA”) with the vendor, as well as all matters pertaining to Project finances (vendor billing, Participant invoicing, etc.). Supporting Alliance will be a dedicated project manager/coordinator who will monitor all Project phases and communicate effectively with Alliance, Participants, and the vendor.

*Table 1. Spring 2022 Eastside Aerial Mapping Project: Primary Deliverables*

Item	Description
Raw aerial imagery	4-band (RGB+IR), 32-bit, GeoTiff (georeferenced by nadir)
Orthophotography	4-band (RGB+IR), 32-bit, MrSID (1:20) and GeoTIFF (3,000'x3,000' tiles)
Supplementary products	Contours, impervious feature updates, mosaics, etc. (see Tasks 10-11)
Intermediate products	As noted in task descriptions

Figure 1. 2023 eCityGov Alliance Aerial Mapping Project Extents



## 2. Project Management

The vendor will abide by the following minimum requirements:

- A collaborative Project Team approach
- Bi-weekly status reports or other jointly agreed-upon progress tracking mechanism
- Progress billing based on actual work accomplished at mutually agreed-upon milestones
- Accurate, complete documentation
- Strict adherence to agreed-upon budget and schedule

- Use of photogrammetric industry best practices for large-scale, urban mapping products
- Specific, timely issue/resolution summaries as needed

The vendor will designate a Responsible Person-in-charge for the duration of the Project who will act in an executive capacity with regard to contractual, technical oversight, and resource commitment matters. For all Project work and deliverables, it is the expectation of Alliance and the Participants that the vendor will assemble a highly competent technical production team led by a seasoned, expert project manager. If these resources include one or more subcontractors, such arrangements should be clearly communicated in advance to Alliance. Likewise, the commitment of particular aircraft and sensors to the Project should be established early on. Significant changes to any of these resourcing matters should be discussed expeditiously with Alliance and its project manager when such changes appear imminent and/or necessary.

### **3. Task 1 – Project Planning and Ramp-up**

In this task, the vendor will attend a kickoff meeting with the Participants to review the vendor project plan. At this juncture, it is expected that the contracted scope of work will be detailed and complete, with few exceptions. This meeting will be an opportunity to clarify any remaining questions or issues about the project and how it is to proceed. The goal is to finalize the entire body of work to be completed, roles and responsibilities, timeline, and critical quality metrics. Specifically, the Alliance Executive Director, the Alliance project manager, the vendor Responsible Person-in-charge, the vendor project manager, and selected Participant representatives will review:

- Contracted Scope of Work
- Project area map
- Imagery acquisition: weather opportunities, challenges, and contingency plans
- Survey control
- Imagery quality parameters
- Accuracy requirements
- Selection of pilot area(s)
- Production sequence
- Quality control procedures and milestones
- Acceptance criteria: orthophotography and vector data
- Schedule
- Budget and invoicing
- Communication plan
- Vendor resource commitment (project management, staff, equipment, etc.)

After this task is completed, the Alliance project manager will summarize the kickoff meeting addressing all open issues and critical path items. The Alliance

project manager will circulate this summary to the Participants and authorize Task 2 to begin.

#### 4. Task 2 – Flight Planning

The foundation for the Project is the acquisition of aerial imagery suitable for production of high-quality digital elevation data, high-resolution color orthophotography, and map compilation for the project area. Based on the project extent for ortho delivery (~ 219 mi<sup>2</sup>), the vendor will develop a preliminary flight plan for collecting digital imagery for the Project.

Parallel flight lines are designed in a north-south direction, except for additional spot shots and flight lines taken over major bridge overpasses. All imagery will be acquired at a maximum GSD of 7cm ( $\leq 0.229$  foot). Forward overlap within a line will be maintained at a minimum of 80% for all lines. Side overlap between lines will be a minimum of 40% for all lines. Additional “spot shots” and lines will be flown directly over significant bridges and high-rise buildings to ensure minimal distortion of elevated structures.

Given that the optimal leaf-free flight window in the Puget Sound area is very short due to sun angle and unpredictable spring weather conditions, the vendor’s flight plan will address three scenarios: a) Assuming sufficient time and optimal flight condition. The vendor will commit to completing the entire flight mission in its entirety before full leaf-out; b) conditions not permitting, the flight plan will be revised to reflect an early-summer mission, conceivably with a somewhat- or much-reduced Project area; c) the Project will be either cancelled or deferred until 2024 (no flight plan required).

Should Scenario a) not be feasible, Alliance, Project Participants, and the vendor will fully discuss alternative approaches and promptly decide on a contingency plan. At this point the vendor will immediately prepare and submit an invoice to cover expenses to date, including project management, aircraft mobilization, survey control, etc.

The vendor flight plan will address the following factors:

- Coverage to the full extent of project area tiles regardless of land/water boundary.
- Type of aircraft, camera and airborne GPS configuration.
- Image overlap including sufficient coverage at project edge.
- Additional images over freeway interchanges and other elevated structures to minimize “lean”
- Minimum sun angle requirements for reduced shadows.
- Coordination with Sea-Tac ATC.
- Contingency options for weather, aircraft, and/or equipment issues
- Post-flight imagery inspection and scheduling of reflight(s), if needed
- Supplemental survey control needed

## 5. Task 3 – Survey Control Plan

The vendor will assess all existing ground control for Project suitability. If required, additional ground control will be surveyed to adequately extend over the Project area to meet accuracy requirements for 0.25' orthos and 2-foot contours. Preliminary analysis shows adequate control exists to produce the intended mapping products per specification. The vendor may utilize existing survey control and related sources such as points from past Eastside projects, the 2016 PSLC regional lidar project, various WDOT projects that fall within the Project area, or other appropriate sources. The Project goal is to utilize existing sources where possible and add supplemental control where necessary.

Coordinates will be provided as follows:

*Horizontal: NAD83(91) Washington State Plane North*

*Vertical: NAVD88*

*Mapping units: U.S. Survey Feet*

The survey control plan will also use Airborne GPS (AGPS) and IMU collected by the aircraft during acquisition. The AGPS provides accurate sensor location at time of exposure. The IMU collects the sensor orientation at time of exposure. AGPS and IMU will supplement existing ground control, photogrammetric tie-points, and lidar data to provide the final adjusted fit for the aerial triangulation.

## 6. Task 4 – Flight(s); Imagery Collection

The vendor will conduct the aerial imagery acquisition as set out in the Task 2 Flight Planning. The vendor will schedule and execute the aerial mission(s) per the approved plan, utilizing the first opportunity on or after March 1, 2023, to meet basic aerial imagery requirements (satisfactory weather, sun angle, etc.). Imagery will not be collected when the ground is obscured by haze, snow, smoke, dust, floodwaters or other environmental factors that may hide ground detail. Clouds and/or shadows of clouds will not appear in the imagery. To minimize ground object shadows, the sun angle/altitude will be at least 35° above the horizon when the imagery is collected.

During acquisition, the vendor's project manager will communicate daily with the Alliance project manager with status and specific information regarding which areas have been completed, problems (if any) encountered, and estimated time of task completion. In addition to the immediate post-flight imagery inspection (Task 2, above), the vendor will expeditiously process and quality check the imagery, and report results to the Alliance project manager (see Task 5, below). This report will include:

- Tabular listing and digital map (compatible with Flight Plan map) of final AGPS photo centers
- Dates and times of flights (by flight line)
- Summary of imagery quality (density, defects, consistency, etc.)
- Equipment and procedures used in evaluating imagery geometry and



quality

- Description and location of re-flights if needed.

## 6. Task 5 – Imagery Review

As flight(s) are completed and aerial imagery is available, the vendor will proceed to review the imagery in accordance with the agreed upon specifications. The imagery will support the production of high quality orthophotography and other deliverables listed earlier. The goal of this task is to identify unacceptable imagery, if any, so that re-flights can be scheduled with all due haste. The vendor will utilize the production environment, equipment, procedures, trained staff, and specifications agreed to in the Task 1 kickoff meeting. If specifications must be adjusted, the vendor will fully disclose and obtain concurrence from the Alliance project manager before proceeding. Of importance are any quality issues pertaining to radiometry, geometry and usability for aerial triangulation (AT) as well as orthophotography production. Rework will be identified and scheduled as necessary. The imagery collection task will be substantially completed before AT begins.

Raw camera imagery will be processed in *UltraMap* (or equivalent) software and exported to 4-band (RGB+IR), 32-bit TIFF images for production of deliverables. Images will be reviewed ASAP to identify specific issues requiring re-flight, such as: the presence of small clouds, cloud shadows, and image anomalies. All errors and issues will be noted, and a re-flight will be performed immediately (subject to weather constraints). Rejected photos will be removed from further production. Re-flights will include at least one additional image captured before and after replacement images within a flight line. Re-flights will occur as close as possible to the acquisition time of surrounding imagery to ensure best match of sun and shadows. Final imagery will be radiometrically balanced to remove sun spots, and a project-wide color adjustment will be applied to provide a similar color and histogram range to all images. Final delivery will include TIFF images georeferenced to ABGPS photo centers and a QC Report.

## 7. Task 6 – Aerial Triangulation (AT)

The vendor will utilize the reviewed/accepted imagery, survey control, airborne GPS (photo center positions), and state of the art software solutions to complete this task. At the conclusion of this task, the vendor project manager will brief the Alliance project manager on the task outcome, including the incidence of errant, discarded, or anomalous network points, and the resolution of these gaps.

Final imagery will be imported into INPHO *MatchAT* or equivalent on a stereo workstation using processed AGPS photo centers and IMU data to geo-reference all photos to their correct location and rotation. Thousands of automatic tie points will be calculated within all areas of image overlap. Graphical display of points allows review of errors and distribution; tie points with high residual errors will be automatically removed. A minimum 3-fold connection will be maintained along a flight line and 6-fold connection between lines. Tie points will be manually added in areas where automatic generation is too sparse (ex: in areas

of dense trees) or where large water bodies prevent good automatic placement of points. Ground control (in NAD83/91, the Project datum) will be measured in all images, and a slightly heavier weight will be applied in the software to adjust the AGPS photos centers to the project datum, a shift of about -0.3 foot (X and Y) in this area. Final tie points will have a sigma naught  $\leq 1.0 - 1.5$ . AGPS and control will be statistically reviewed for fit and accuracy to ensure RMS values are less than 1 – 1.5 pixels.

Results of the AT will meet ASPRS (Dec/2014) guidelines for 2D and 3D digital data per the specifications required for this project. Horizontal accuracy will meet requirements for 0.25' orthos, while 3D data will meet accuracy for 2-foot contours. Per *Table 2* below, the horizontal accuracy class is 0.5 foot and the vertical accuracy class is 1.0 foot per ASPRS standards. Final delivery will include an AT Report with a QC Summary and Final Block Adjustment Results (EO format).

The mapping specifications to be used in this and all subsequent production are:

**Projection/Coordinate system:** Washington State Plane  
 Coordinates (North Zone)  
**Datum/Units:** NAD83 (1991) - Horizontal Datum  
 NAVD88 - Vertical Datum (GEOID 12B)  
 U.S. Survey Feet

*Table 1. Project Accuracy*

Accuracy per Current ASPRS Standards (Dec/2014)					
Project 2D and 3D Data					
Ortho Pixel Size (ft)	Horizontal Accuracy Class (ft)	Vertical Accuracy Class (ft)	Non-Veg Vertical Absolute Accuracy for 3D Data (ft)	AT Accuracy for Orthos and 2ft Contour Data (ft)	
	RMSE <sub>xy</sub>	RMSE <sub>z</sub>	95% CL (<1.96*Z)	RMSE <sub>xy</sub>	RMSE <sub>z</sub>
0.25	0.50	1.00	1.96	0.25	0.50

## 8. Task 7 – Pilot Test

The vendor will conduct a limited pilot test with actual orthophoto production to demonstrate the quality that will be achieved throughout the project area. To expedite this task, the Participants will choose one test area for which suitable surface elevation data already exists, crossing at least two tiles and multiple image frames. The Participants, the Alliance project manager, and the vendor project manager will review the pilot and jointly develop the criteria that will be utilized in the review and acceptance of all remaining orthophotography deliverables. The vendor will note that treatment of seams, color balance, image sharpness, detail in shadow and highlight areas, and elevated structure “lean” are all criteria that the Participants will examine closely (Please see Task 12 - Deliverables Review and Acceptance).



Two contiguous pilot tiles will be delivered to the Participants for review, created using updated DEM data, as an example of the final delivery. Other delivery items include: seamlines (Geodatabase format), GeoTIFF tiles, and DEM used.

## 9. Task 8 – Ortho DEM Update

In this task, the vendor will update the existing ortho digital elevation model (DEM), revising elevation (mass) points and breaklines for the project area as shown on *Figure 1*. Existing orthos will be compared with new images to identify areas of change. New DEM will be collected in stereo for areas of change that will affect accuracy during image rectification. Preliminary orthos will be reviewed to identify issues caused by DEM errors such as gaps and anomalies. Due to use of dense Lidar data, updated ortho DEM will be delivered in LAS format for DEM points and 3D breaklines (Geodatabase format). *Note:* The Task 8 DEM update is minimal and only for orthorectification quality. It is important to provide final orthos to users as early as possible without delays caused by contour-quality update. (See Task 10 for discussion of the DTM update for 2-foot contours).

## 10. Task 8a – Impervious Change Review

In this task, the vendor will utilize preliminary orthophotography and existing impervious GIS data sets from those Participants opting for this deliverable, to do a detailed review of areas of change within *impervious* project extents. The goal is to quickly delineate a reasonably complete overview of areas of impervious feature change. The vendor's price quotation assumes approximately 5% of the specified *impervious* project area will require updates. This task will help refine what percentage of a particular city's impervious project area will require updates, and how that relates to both the price quote and the available budget.

## 11. Task 9 – Orthophoto Production

In this task, the orthophotography production will occur for the ortho areas shown in *Figure 1*, including rectification, mosaicking, graphic editing, and clipping of final tiles. The Participants are seeking the highest image quality reasonably attainable through current photogrammetric industry best practices. This includes such parameters as image sharpness, color balance, detail visibility in shadow and highlight areas, treatment of buildings and elevated structures, attention to defects and blemishes, geometry (including edge-matching between adjacent images), and treatment of seam lines. Regardless of the somewhat subjective nature of orthophotography quality control, the Participants expect the vendor will implement and achieve a uniformly high standard of orthophoto quality on this project. The Alliance project manager will work closely with the vendor at the beginning of the Project to establish clear product acceptance criteria. The vendor project manager will ensure that the production sequence agreed upon in the Task 1 kickoff meeting is followed and will provide advance notification of product delivery to the Alliance project manager.

The vendor will utilize INPHO *OrthoMaster* and *OrthoVista* software or equivalent for all ortho production. Images will be imported into the software using final AT



results. Immediately, a preliminary set of orthos will be produced using the existing DEM (no updates) and auto-generated seamlines. Prelims will be provided to the Alliance in a SID/SDW format (40:1 compression) for interim use by the Participants until completion of final orthos.

The optimal center portion from each original image will be used in the final production process by creating “seamlines” using a mixture of automatic and manual methods. Existing building polygons will assist in the best auto-seamline placement. The most nadir portion of each image will be identified while also considering the most logical location to transition to a new image. If possible, seamlines will not be placed down the middle of a road with tall conifers on either side to reduce tall trees from obscuring the road corridor. Final seamlines will be exported to a project-wide shapefile for use in QC Review.

The updated DEM will be used to rectify each new photo. After rectification, mosaicking and cutting the mosaics to the project tile scheme, orthos will undergo an internal QC review. Subsequent corrections will occur prior to delivery to the Participants. The vendor’s internal review will identify and correct the following issues: building and bridge distortions; building lean issues; visibility of features in shadows and highlights, including any issues with excessive dodging and tonal balance; edge matching along seamlines and tile edges; hot spots; blurred imagery; and zero-value pixels (missing data). Finally, data will be provided to the Participants for QC.

Upon completion of client review, each Participant will provide a Geodatabase identifying all corrections to be made. The vendor and Participants will have agreed, during Task 7 – Pilot Test, upon methodology for final QC review and acceptance criteria, including possible use of an online QC portal managed by the vendor for ortho review. Final delivery will include: 4-band (RGB+IR), 32-bit ortho tiles in GeoTIFF and SID/SDW format; seamlines in Geodatabase format; and a QC Report.

## 11. Task 10 – Contour Production

Updated 2-foot contours will be provided as an option for those Participants desiring this deliverable, within contour project extents (roughly, city limits of Kenmore, Bothell, and Sammamish). The vendor will utilize the 2016 PSLC lidar data as it is the most recent and detailed terrain surface available. Existing lidar will be imported into the vendor’s classification software to improve upon the inherent classification errors in the existing data. Ground classified points will be exported into a dense grid of data and supplemented with breaklines along water features (for hydro-flattening), as well as retaining walls and other sharp-edged features using the current stereo imagery. Areas of change since the lidar was collected will be revised with new points and breaklines using the new stereo imagery. Two-foot contours will be generated from the resulting updated DTM.

The vendor will utilize topology checks and other automated techniques to ensure that contour lines do not intersect with others or themselves, do not contain gaps, and if closed are longer than the minimum agreed upon distance at the beginning of the project. The Alliance project manager will provide



size/length specifications for closed contour inclusion. Contours will be delivered for each Participant requesting this product in an ESRI ArcMap Geodatabase (v.10.x) with metadata. The DTM used to generate contours will be delivered in .LAS or .LAZ format for points (due to density of data) and 3D breaklines and waterbodies as a Geodatabase.

## 12. Task 11 – Impervious Feature Mapping

This task involves creating new or updated impervious features within *impervious* project extents. Features to be updated include the following:

- Building Rooflines with attributed elevations (for new or changed buildings).
- Paved Driveways
- Paved Streets and Roads
- Bridges
- Paved Parking Lots
- Other features (decks, patios, street islands, miscellaneous walkways, and public-use sidewalks)

The vendor will collect new features (or update existing ones) in stereo, and seamlessly match to existing data where appropriate. Spot elevations will also be collected at the highest point on all new or revised buildings, and a height will be added to the building feature attributes.

The vendor will ensure that all new or revised polygons are closed, can be clearly differentiated in donut (courtyard) situations, and do not overlap themselves or adjacent outlines. Topology checks will be performed on all final polygonal features to identify and correct for erroneous overlaps and gaps. Features will be delivered in an ESRI ArcMap Geodatabase (v.10.x), following each Participant's format, with the following data: buildings, driveways, sidewalks, paved streets and roads, paved parking lots, bridges, and miscellaneous features. Metadata will be added and a Geodatabase of update polygons will be provided. Expected positional accuracy of final data is 1" - 100' map scale (the original scale for most existing data). Features 100 square feet in size or larger are to be mapped.

The vendor will match new features to existing data in accordance with business rules discussed and agreed upon in the Project's kickoff meeting.

## 13. Task 12 – Deliverables Review and Acceptance

This task extends throughout the project and involves the systematic quality checking by Participant staff of all vendor deliverables; the notification by the Alliance project manager of product shortcomings, if any; the timely reworking/redelivery of rejected vendor deliverables, as necessary; and the final Participant acceptance of each deliverable. Vendor deliverables are of three

types:

1. Meetings, plan documents, communications: These are typical of any major project and are primarily for progress tracking and overall project documentation purposes. The Alliance project manager will review these promptly, notify and distribute to Participants, contact the vendor project manager as necessary for clarifications or corrections, accept, and archive.
2. Interim data products: These include digital components of the production process that are used in creating the final products. Examples are the raw imagery, photo center GPS coordinates, the AT solution/report, and mosaic seamlines. The Participants require these as project deliverables for their internal QC efforts, as well as for potential use in future work. The Alliance project manager will review these promptly, notify and distribute to Participants, contact the vendor project manager as necessary for clarifications or corrections, accept on behalf of the Alliance and Participants, and archive.
3. Final data products: Final delivery includes items noted in *Table 1* at the beginning of this document. The following acceptance criteria, plus any other criteria established after review of the Pilot Area, will be used:
  - Deliverables without correct identification or spatial extents will be immediately returned for vendor rework.
  - Deliverables will undergo a random (spot) check, and if this review reveals 10% or more incidence of defects, the products will be returned to the vendor without further review.
  - Deliverables passing the spot check will undergo a thorough check, and if this review reveals 10% or more incidence of defects, the products will be returned to the vendor for correction without further review. The Alliance project manager and Participant staff may reduce the amount of quality checks if the overall quality of deliverables appears to be high.
  - Participants are expected to conduct their internal deliverable reviews promptly and in no case more than 21 calendar days after product delivery.

The vendor will provide interim delivery of data and reports throughout the project to assist Participant assessment of quality and progress. Consistent and clear communication is key to a successful project, and weekly or bi-weekly status reports will be provided to include current concerns. Issues or shortcomings identified by the Participants throughout the project will be addressed and corrected as soon as possible. Delivery of interim data will include: Flight index, AGPS/IMU, georeferenced raw imagery, AT Report and block adjustment results, and mosaic seamlines.

#### 14. Task 13 – Project Closeout

In this task, the vendor and the Alliance project manager will meet to resolve any remaining project issues. Once all issues are resolved, the vendor will submit

the final project invoices. The Participants will complete all final product reviews and expedite final payment to the vendor.

## 15. Approximate Project Schedule

VENDOR SCHEDULE		
Task or Deliverable	Description	Estimated Schedule
1	Project Planning/Ramp-up	1/6 - 1/20/2023
2	Flight Planning	1/30 - 2/10/2023
3	Survey Control Plan	1/30 - 2/10/2023
4	Imagery Collection	3/13 - 4/16/2023
5	Imagery Review	4/17 - 4/28/2023
6	Aerial Triangulation (AT)	4/25 - 5/31/2023
7	Pilot Test (submission for review)	6/9/2023
8	Ortho DEM Update	6/1 - 6/30/2023
	Delivery of Preliminary Orthos	6/30/2023
8a	Impervious Change Review	6/15 - 7/15/2023
9	Orthophoto Production	6/6 - 8/31/2023
	Delivery of Orthos for Participant Review	8/1 - 8/31/2023
	Submission of Final Orthos	10/14/2023
10	Contour Production	7/31 - 8/31/2023
	Contour Delivery for Review	8/15 - 8/31/2023
11	Impervious Feature Mapping	7/31 - 8/31/2023
	Impervious Delivery for Review	8/15 - 8/31/2023
12	Deliverables Review and Acceptance	9/1 - 9/30/2023
	Close of Participant Ortho Review	9/1/2023
	Close of Participant Contour Review	9/29/2023
	Close of Participant Impervious Review	9/30/2023
13	Project Closeout	11/30/2023

Attachment 2

2023 Aerial Mapping Project

Updated by December 5, 2022

		ORTHO TILES / AGENCY - 11/2022											Base Ortho Photography	Alliance Admin Fees	Contracted PM Fees	Total Admin Fees	Grand Total
	Cost/tile*	Tiles/ agency	1.00 tiles / cost		.5 tiles / cost		.33 tiles / cost		.25 tiles / cost		784  784						
2022 "old" cost	198.25			198.25		99.13		66.08		49.56							
2023 "new" cost	208.00			208.00		104		69.33		52							
AGENCY																	
Bellevue		223	137	\$ 28,496.00	86	\$ 8,944.00		\$ -		\$ -		\$ 37,440.00	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 40,728.24	Bellevue
Bothell		88	60	\$ 11,895.00	4	\$ 396.50	21	\$ 1,387.75	3	\$ 148.69		\$ 13,827.94	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 17,116.18	Bothell
Issaquah		74	57	\$ 11,856.00	17	\$ 1,768.00		\$ -		\$ -		\$ 13,624.00	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 16,912.24	Issaquah
Kenmore		42		\$ -	16	\$ 1,664.00	23	\$ 1,594.67	3	\$ 156.00		\$ 3,414.67	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 6,702.91	Kenmore
Kirkland		109	30	\$ 5,947.50	61	\$ 6,046.63	15	\$ 991.25	3	\$ 148.69		\$ 13,134.06	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 16,422.30	Kirkland
Mercer Island		40	36	\$ 7,488.00	4	\$ 416.00		\$ -		\$ -		\$ 7,904.00	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 11,192.24	Mercer Island
Newcastle		35		\$ -	35	\$ 3,640.00		\$ -		\$ -		\$ 3,640.00	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 6,928.24	Newcastle
Northshore Utility District		85	1	\$ 198.25	50	\$ 4,956.25	31	\$ 2,048.58	3	\$ 148.69		\$ 7,351.77	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 10,640.01	Northshore Utility District
Sammamish				\$ -		\$ -		\$ -		\$ -		\$ -	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 3,288.24	Sammamish
Shoreline		88	78	\$ 16,224.00	7	\$ 728.00	3	\$ 208.00		\$ -		\$ 17,160.00	\$ 2,353.24	\$ 935.00	\$ 3,288.24	\$ 20,448.24	Shoreline
Total:		784	399	280		93		12			\$ 117,496.44	\$ 23,532.40	\$ 9,350.00	\$ 32,882.40	\$ 150,378.84		

## 2023 Aerial Mapping Project Other Fees Detail

Updated by November 4, 2022

Hours	Rate*	Amount	Postion(s)
80	95.27	\$ 7,621.60	Senior Finance Analyst: Responsible for billing, accounts payable, budget monitoring, etc.
120	132.59	\$ 15,910.80	Executive Director: Execute and manage project agreement, vendor contracts, overall project, etc.
		<b>\$ 23,532.40</b>	<b>Administrative Total**</b>

\*Rates reflect a cost recovery model that includes salary, benefits and overhead consistent with Federal OMB A-87.

\*\*No Alliance administrative fees are taxed

Hours	Rate	Amount	Postion(s)
110	85	<b>\$ 9,350.00</b>	Contracted Project Manager - ESTIMATE NOT FINAL

2023 Aerial Mapping Project Supplemental Costs

Updated

Agency	Topo	Impervious	Contours	Other	TOTAL Supplemental Cost	Milestone 1 50%	Milestone 2 50%
Bellevue					TBD		
Bothell					TBD		
Issaquah					TBD		
Kenmore					TBD		
Kirkland					TBD		
Mercer Island					TBD		
Newcastle					TBD		
Northshore Utility District					TBD		
Sammamish					TBD		
Shoreline					TBD		
Total					TBD	#VALUE!	#VALUE!

Grand Total Base Orthophotography	#REF!
Grand Total Aerial Mapping Project Budget	#VALUE!
Grand TOTAL	#REF!



# BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6218**  
**February 7, 2023**  
**Regular Business**

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6218: 2023 City Council Liaison to Mercer Island Chamber of Commerce	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
<b>RECOMMENDED ACTION:</b>	Appoint a Councilmember to serve as liaison to the Mercer Island Chamber of Commerce.	

<b>DEPARTMENT:</b>	City Council
<b>STAFF:</b>	Salim Nice, Mayor David Rosenbaum, Deputy Mayor Jeff Thomas, Community Planning & Development Interim Director Deborah Estrada, Administrative Coordinator/Deputy City Clerk
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	n/a
<b>CITY COUNCIL PRIORITY:</b>	1. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas.

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

## EXECUTIVE SUMMARY

The purpose of this agenda bill is to appoint a City Councilmember as liaison to the Mercer Island Chamber of Commerce Board of Directors for 2023.

## BACKGROUND

On January 3, Mayor Nice and Deputy Mayor Rosenbaum appointed City Councilmembers as liaisons to advisory boards and commissions, local committees, and certain regional committees for 2023 ([AB 6207](#)). It was later discovered that the City Council Chamber of Commerce liaison position was inadvertently omitted from the master list.

## ISSUE/DISCUSSION

In accordance with [City Council Rules of Procedure Section 2.3A](#), Mayor Nice in consultation with Deputy Mayor Rosenbaum, reviewed Councilmember requests to serve as the City Council Chamber of Commerce liaison for 2023.

## RECOMMENDED ACTION

Appoint a Councilmember to serve as the 2023 Council Liaison to the Mercer Island Chamber of Commerce Board of Directors.





## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6223**  
**February 7, 2023**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6223: ARCH Housing Trust Fund Project Approval	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Approve the use of \$127,600 from the City's contributions to the ARCH Housing Trust Fund.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Community Planning and Development
<b>STAFF:</b>	Jeff Thomas, Director Alison Van Gorp, Deputy Director
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. Fall 2022 Housing Trust Fund Recommendation
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to appropriate funds from the ARCH Housing Trust Fund (HTF) to six projects recommended by the ARCH Executive Board.

- Mercer Island is a member of ARCH (A Regional Coalition for Housing) and like the other local government members, Mercer Island contributes annually to ARCH to provide operational support for the organization and capital support for affordable housing projects (via the HTF).
- The ARCH Executive Board recommends that Mercer Island support the six housing projects listed below, drawing on \$127,600 from the City's contributions to the ARCH HTF. City Council approval is required to allocate these funds:
  - Ardea - TWG/Imagine Housing (\$25,200)
  - Bellevue Homes – Habitat for Humanity (\$10,800)
  - Kenmore Supportive Housing – Plymouth Housing (\$59,100)
  - Kirkland Heights – King County Housing Authority (\$16,000)
  - Scattered Homes – Alpha Supportive Living (\$7,200)
  - Spring District 120<sup>th</sup> Street TOD – BRIDGE (\$6,300)

## 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.

### ARCH HOUSING TRUST FUND

The ARCH Housing Trust Fund (HTF) was created by ARCH member cities in 1993 to directly assist the development and preservation of affordable housing in East King County. The HTF enables ARCH members to capitalize a joint housing development fund and directly control the use of their housing funds through ARCH's funding recommendation process. The HTF is the primary means by which ARCH members assist in creating and preserving housing opportunities for low- and moderate-income households. The HTF awards loans and grants to Eastside developments that include below-market rate housing. HTF projects typically create housing that is affordable for households earning 60% of the area median income or less. Over the last thirty years, ARCH has supported over 5,300 units of affordable housing and shelter beds. Funds invested in the HTF have been leveraged over 10:1, bringing in \$1 billion in other investments to East king County.

Mercer Island's contributions to the ARCH HTF come from the City's General Fund, designated to ARCH for the purpose of creating affordable housing. The City contributed \$96,000 in 2018, \$50,000 in 2019, \$33,768 in 2020, and \$35,000 in each year since 2021. Funds contributed to the HTF are held in a centralized account at the City of Bellevue and earn interest. Mercer Island's annual contributions, plus loan repayments and interest earned, are held in reserve until allocated to specific projects. The balance of Mercer Island's portion of HTF account was not available at the time of publication but will be provided at the February 7 City Council meeting.

Affordable housing projects are identified for HTF funding via a competitive process each fall. ARCH staff, member city liaisons, the ARCH Community Advisory Board and the ARCH Executive Board review and recommend projects for grants or loans from the HTF. Allocation of funds from Mercer Island's portion of the HTF to specific projects must be approved by the City Council, per the terms of the [ARCH Interlocal Agreement](#).

## ISSUE/DISCUSSION

### 2022 HTF FUNDING RECOMMENDATIONS

The 2022 ARCH HTF funding round was the largest ever, with eight applications for projects including 819 units of affordable housing and 26 emergency shelter beds. While it was not possible to fully fund all these

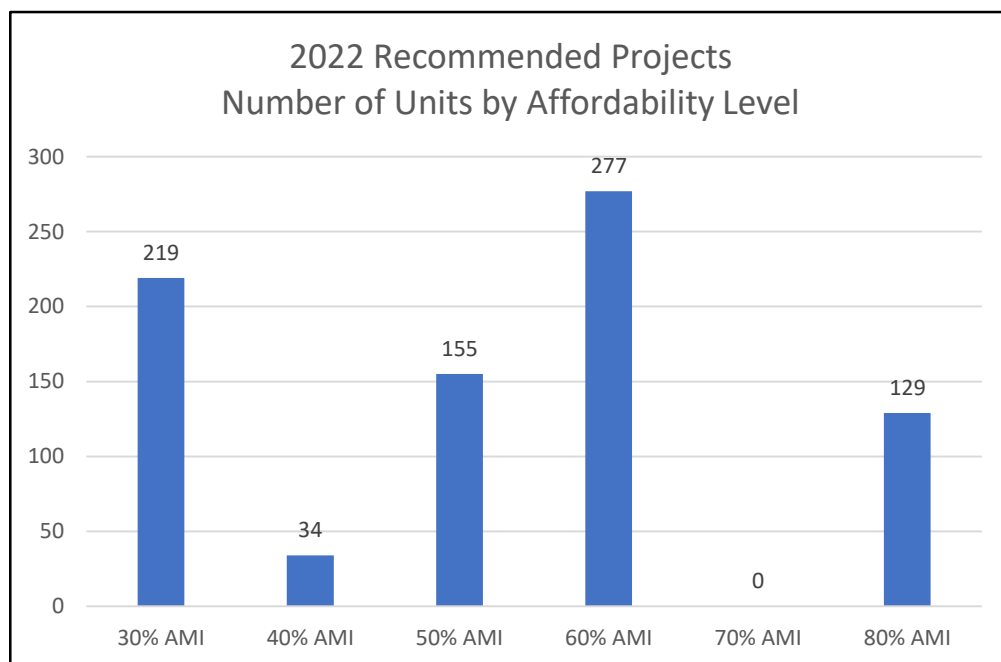
requests, the ARCH Executive Board, in concurrence with the ARCH Community Advisory Board (CAB), is recommending a total funding allocation of \$7,645,900 for seven projects. Details of the Executive Board's rationale for recommending each project is included in Exhibit 1.

The ARCH Executive Board recommends that Mercer Island support six of the seven recommended projects drawing on \$127,600 from the City's contributions to the ARCH Housing Trust Fund, as shown below:

- Ardea - TWG/Imagine Housing (\$25,200)
- Bellevue Homes – Habitat for Humanity (\$10,800)
- Kenmore Supportive Housing – Plymouth Housing (\$59,100)
- Kirkland Heights – King County Housing Authority (\$16,000)
- Scattered Homes – Alpha Supportive Living (\$7,200)
- Spring District 120<sup>th</sup> Street TOD – BRIDGE (\$6,300)

Note that the seventh project recommended for funding (Totem Six-Plex), is only recommended to receive \$50,000 in technical assistance funding at this time; it is not necessary to draw on funds from Mercer Island's contributions to the HTF to provide the recommended funds.

The seven recommended projects will provide a range of affordable housing options throughout East King County, including very low-, low- and moderate-income units. The number of total units at each affordability level in the recommended projects is shown in the graph below. The recommended projects meet diverse needs throughout the region, including supportive housing for formerly homeless seniors, veterans and people with disabilities, homeownership housing that helps families build equity, preservation of existing affordable housing for large families, affordable senior independent living, transit-oriented development for families and individuals and affordable housing for individuals with intellectual and developmental disabilities.



The ARCH contributions to the recommended projects are just a small share of the funding and financing that it takes to construct/acquire these affordable housing units. Each ARCH HTF dollar is leveraged 40 to 1 with

funds from other sources, including federal tax credits and tax-exempt bonds, State of Washington and King County funding, among other sources.

Exhibit 1 is the ARCH Fall 2022 Housing Trust Fund Recommendations memo, detailing the projects recommended for funding by the ARCH Executive Board, including the following supporting documents:

1. Attachment 1: Recommended Projects and Funding Sources provides a chart showing how proposed ARCH funding is distributed among ARCH cities (page 19).
2. Attachment 2: Economic Summaries of Recommended Projects provides economic summaries of the recommended projects showing sources of funding and project expenses (pages 20-26).

## NEXT STEPS

If the \$127,600 for the recommended projects listed above is approved by the City Council, the funds will be drawn from Mercer Island's portion of HTF account. Approval of the Housing Trust Fund project funding will conclude this matter. Later this year, the City Council will need to approve ARCH's 2024 work plan and budget.

## RECOMMENDED ACTION

Approve the use of \$127,600 from the City's contributions to the ARCH Housing Trust Fund as recommended by the ARCH Executive Board and authorize execution of any related agreements and documents.



## MEMORANDUM

TO: City of Bellevue Council Members  
City of Clyde Hill Council Members  
City of Issaquah Council Members  
City of Kirkland Council Members  
City of Mercer Island Council Members  
City of Redmond Council Members  
City of Woodinville Council Members  
City of Bothell Council Members  
Town of Hunts Point Council Members  
City of Kenmore Council Members  
City of Medina Council Members  
City of Newcastle Council Members  
City of Sammamish Council Members  
Town of Yarrow Point Council Members

FROM: Kurt Triplett, Chair, ARCH Executive Board

DATE: January 12, 2023

RE: Fall 2022 Housing Trust Fund (HTF) Recommendation

As we mark ARCH's 30<sup>th</sup> anniversary, I am pleased to transmit this year's recommendations for the ARCH Housing Trust Fund. The 2022 funding round was the largest in ARCH's history, with requests from eight projects proposing an impressive **819 units of affordable housing and 26 emergency shelter beds\***.

After careful deliberation, the ARCH Executive Board concurred with the recommendations of the ARCH Community Advisory Board (CAB) and is recommending **funding totaling \$7,645,900**, which provides full funding for four projects and partial funding for three projects. These recommendations advance an incredible set of projects that will meet diverse needs throughout the region, including:

- Supportive housing for formerly homeless seniors, veterans and people with disabilities;
- Homeownership housing that will help families build equity;
- Preservation of existing affordable housing for large families;
- Affordable senior independent living;
- Transit-oriented development for families and individuals adjacent to future light rail;
- Emergency shelter for youth and young adults in East King County\*; and
- Affordable housing for individuals with intellectual and developmental disabilities

In the last three decades, the ARCH Trust Fund has supported over 5,300 units of affordable housing and shelter beds, creating housing for thousands of families and individuals with limited opportunities to live in our community. The Trust Fund has also leveraged local resources over 10:1, bringing in \$1 billion in other investments to East King County, and this year is no exception, with proposed projects expected to **leverage over \$460 million in other funding**.

## ARCH MEMBERS

BEAUX ARTS VILLAGE ♦ BELLEVUE ♦ BOTHELL ♦ CLYDE HILL ♦ HUNTS POINT ♦  
ISSAQUAH ♦ KENMORE ♦ KIRKLAND ♦ MEDINA ♦ MERCER ISLAND ♦ NEWCASTLE ♦ REDMOND ♦  
SAMMAMISH ♦ WOODINVILLE ♦ YARROW POINT ♦ KING COUNTY

A summary of recommended projects is shown in the table below:

<b>Project Applicant</b>	<b>City</b>	<b>Units/ Beds</b>	<b>ARCH Request</b>	<b>Executive Board Recommendation</b>
Ardea <i>TWG/Imagine Housing</i>	Kirkland	170	\$1,400,000	\$1,400,000
Bellevue Homes <i>Habitat for Humanity</i>	Bellevue	25	\$600,000	\$600,000
Kenmore Supportive Housing <i>Plymouth Housing</i>	Kenmore	100	\$3,279,700	\$3,279,700
Kirkland Heights <i>King County Housing Authority</i>	Kirkland	276	\$2,000,000	\$1,566,200
The Landing Shelter* <i>Friends of Youth</i>	Kirkland	26	\$650,000*	See Below*
Scattered Homes (Supported Living Home / OHS Home) <i>Alpha Supportive Living</i>	TBD-Bothell Kenmore Woodinville	7	\$400,000	\$400,000
Spring District 120 <sup>th</sup> St. TOD <i>BRIDGE</i>	Bellevue	235	\$4,000,000	\$350,000
Totem Six-Plex <i>Attain Housing</i>	Kirkland	6	\$750,000	\$50,000
Total		819	\$13,079,700	\$7,645,900

**\*Note: Friends of Youth was able to obtain other grant funds and withdraw its application to ARCH. The ARCH Executive Board remains in strong support of the project.**

These investments couldn't come at a more urgent time, as inflation and rising rents continue to threaten the housing stability of households with low and moderate incomes. While ARCH did not have sufficient funding to fully fund all proposed projects, these awards will make a major difference in the community and help create momentum towards meaningful production of affordable homes. The increased demand for the Trust Fund program also demonstrates ARCH's success in strengthening and expanding relationships with a range of development partners. We know these partnerships are critical to creating the affordable homes that will provide economic relief and stability for current and future generations in our community.

Below is a more detailed description of the applications received, the Executive Board recommendation and rationale, and proposed contract conditions for the proposals recommended for funding at this time. Also enclosed is the proposed funding sources and an economic summary of the projects recommended for funding.

Attachments:

1. Proposed Funding Sources
2. Project Economic Summaries

**Note that bolded text in proposed conditions shows unique conditions in otherwise standard text.**

**1. TWG and Imagine Housing – Ardea at Totem Lake**

Funding Request: \$1,400,000 (Contingent Loan)  
170 affordable rental units (including 1 manager unit)

Executive Board Recommendation: Up to \$1,400,000 (Contingent Loan)  
See attached Proposed Funding Sources for distribution of City Funds

**Project Summary:**

The Ardea project consists of 170 units of affordable housing for seniors age 62 and older at 40%, 50% and 60% AMI, including an estimated 45 units for senior veterans. The project will include 91 studios and 79 1-bedrooms units. All of the units will be within one building with seven residential levels over a one-level parking garage partially below grade with 36 parking stalls. TWG, a national for-profit affordable housing developer, will be the lead developer with Imagine Housing acting as non-profit sponsor/ownership partner and service provider.

The project will provide major right-of-way pedestrian improvements intended to connect the unimproved section of 116<sup>th</sup> Ave NE along the property with the Totem Lake Business District major pedestrian loop. The project will replace and improve the existing sidewalk with street trees and pedestrian lighting to complete the improved pedestrian corridor along 116<sup>th</sup> Ave NE.

**Funding Rationale:**

The Executive Board recommends funding with conditions listed below for the following reasons:

- The project will meet several local housing strategies within the City of Kirkland and provide a large amount of senior affordable housing units in a much-needed area of East King County.
- The project will complete an important missing section of pedestrian and right of way improvements connecting the Totem Lake Business District.
- This project leverages significant funding from other public and private sources.
- The project aims to bring together the efficiencies of a vertically integrated developer with the perspectives and connections of a local community-based nonprofit with deep roots in East King County.

**Proposed Conditions:**

**Standard Conditions:** Refer to list of standard conditions found at end of this memo.

**Special Conditions:**

1. The funding commitment shall continue for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider up to a 12-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum,

the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.

2. Funds shall be used by the Agency towards **construction costs**. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use. Spending of construction contingency must be approved in advance by ARCH. If after the completion of the project there are budget line items with unexpended balances, ARCH and other public funders shall approve adjustments to the project capital sources, including potentially reductions in public fund loan balances.
3. Funds will be in the form of a **deferred, contingent loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by ARCH Staff. **It is anticipated that loan payments will be based on a set repayment schedule and begin after repayment of deferred developer fee** with 1% interest. The terms will also include a provision for the Agency to defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by ARCH Staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
5. The net developer fee shall be established at the time of finalizing the Contract Budget and will follow the ARCH Net Developer Fee Schedule. Net developer fee is defined as that portion of the developer fee paid out of capital funding sources and does not include the deferred portion which is paid out of cash flow from operations after being placed in service.
6. A covenant is recorded ensuring affordability for at **least 55 years**, with size and affordability distribution per the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH staff.

Affordability	Studio	1 BR	Total
40%	17	17	34
50%	47	38	85
60%	27	24	51
<b>Total</b>	<b>91</b>	<b>79</b>	<b>170</b>

7. The final loan amount shall be up to \$1.4 million, subject to approval by ARCH staff based on a documented funding gap. ARCH reserves the right to reduce its total loan amount based on changes to the project sources and uses, and unit mix.
8. Agency must submit for ARCH staff approval a management and services plan which includes coordination of services with outside providers and parking management.
9. **Agency shall identify and assist residents with alternative transportation options such as car sharing programs and/or shuttle services, bicycle facilities, and robust pedestrian access.**
10. **Agency shall include in its quarterly monitoring reports the following information:**
  - a. **Updates on tenant relations and engagement in existing ARCH-funded projects**



- b. Updates on Agency property and asset management capacity and oversight**
- c. Updates on work necessary to preserve current wetland buffer approvals**

**11. Agency must demonstrate its commitment to retaining/providing Energy Star Appliances in every unit.**

## **2. Habitat for Humanity of Seattle-King County – Bellevue Homes**

Funding Request: \$600,000 (Secured Grant)  
25 affordable homeownership units

Executive Board Recommendation: Up to \$600,000 (Secured Grant)  
See attached Proposed Funding Sources for distribution of City Funds

### Project Summary:

Habitat for Humanity Seattle-King County proposes creating 25 permanently affordable 3-bedroom, 1.5 bath townhomes and a new 3,500 SF community center in the Factoria neighborhood of Bellevue, WA. This 3.13-acre site is to be purchased from the Holy Cross Lutheran Church of Bellevue.

The proposed population for the development is 4-5 person families with incomes up to 60% AMI and 80% AMI. The homeownership structure uses a land trust model to ensure permanent affordability of each unit. Under the model, HFHSC retains ownership of the land, which is leased to individual homeowners, and a right of first option to purchase the home upon resale. Habitat requires homebuyers to put in 250 hours of self-help labor to help construct their own units as well as their neighbors' units. This "sweat equity" model, combined with the modest appreciation within the land trust structure, provides low-income households the opportunity to build wealth through homeownership while securing safe, affordable housing.

The project addresses a local priority to the City of Bellevue's Affordable Housing Strategy by creating more affordable housing stock for low-income households, including through developing on land owned by faith-based groups.

### Funding Rationale:

The Executive Board supports the intent of this application for the following reasons:

- The project would create additional units of homes for purchase in a very high-cost area with median home prices that exceed \$1 million. Such opportunities are quite rare and allow households with modest incomes to achieve stability and wealth building through homeownership.
- The project takes advantage of new City policies that encourage additional density and affordable housing on property owned by faith communities, helping to advance the City's overall Affordable Housing Strategy.
- The project preserves existing community assets that will create benefits for residents and the broader community.

- Habitat's sweat equity model allows volunteers and potential buyers to gain valuable skills and experience in homebuilding, while allowing for cost savings when compared to traditional construction. Also, keeping the units and land in a land trust ensures perpetual affordability, which is especially important in a high cost, high growth city like Bellevue.
- Habitat's approach to marketing helps to address historic barriers to home ownership and preserve cultural diversity in the community.

### **Proposed Conditions:**

Standard Conditions: Refer to list of standard conditions found at end of this memo.

### **Special Conditions:**

1. The funding commitment continues for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider a twelve-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Agency will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
2. Funds shall be used by Agency toward **acquisition costs**. Funds may not be used for another purpose without prior written authorization from ARCH. If, after project completion project, there are budget line items with unexpended balances, ARCH and other public funders shall approve adjustments to the project capital sources, including potential reductions in public fund loan balances.
3. Funds will be in the form of a **secured grant**, so long as affordability and target population are maintained.
4. The Net Developer Fee shall be established when the Contract Budget is finalized and will follow the ARCH Net Developer Fee Schedule. Net Developer Fee is defined as that portion of the developer fee paid out of capital funding sources and does not include the deferred portion which is paid out of cash flow from operations after the project is placed in service.
5. A covenant shall be recorded ensuring affordability for at least **55 years**, with size and affordability distribution per the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH.

<b>Affordability</b>	<b>3 BR</b>	<b>Total</b>
60%	10	10
80%	15	15
<b>Total</b>	<b>25</b>	<b>25</b>

6. **Agency shall include the following in its quarterly reports:**
  - a. **Update on mortgage interest rate projections and contingency plans to address rates in the present inflationary environment.**
  - b. **Update on neighborhood engagement and efforts to inform the surrounding community about the project.**
7. **Agency shall provide for ARCH review and approval any draft agreements memorializing roles and responsibilities for management and use of shared spaces, including the community center, open space elements, and shared parking. Agency shall ensure that homeowners are not responsible for maintenance of non-residential spaces intended primarily to benefit other parties or the broader community.**
8. **Agency shall affirmatively market the project to further fair housing (as described in the funding application), and commit to measures that ensure all households may enjoy residency regardless of religious affiliation, and protect against religious discrimination in the sale of homes and operation of the development.**

### **3. Plymouth Housing – Kenmore PSH**

Funding Request:	\$3,279,729 (Deferred Loan) 100 affordable rental units (including 1 manager unit)
Executive Board Recommendation:	Up to \$3,279,700 (Deferred Loan) See attached Proposed Funding Sources for distribution of City Funds

#### **Project Summary:**

The proposed project is the new construction of 100 affordable housing units for seniors, veterans, formerly homeless, and disabled individuals. All of the units will serve formerly homeless residents earning up to 30% of area median income. The project will be located on a city-owned site on Bothell Way in Downtown Kenmore with good proximity to amenities and transportation. The project location is ideal for a building that serves seniors and single individuals.

The project includes a mix of studios and one-bedroom units (25 one-bedroom and 75 studio) as well as resident amenity space, including a community room, community kitchen, on-site medical and behavioral health space, offices for case managers and property staff, and a front desk. The project will also include commercial space on the ground floor that will provide a benefit to the community through a partnership with Kenmore-based Bastyr University.

This project was made possible through the efforts of the City of Kenmore, which committed approximately \$3.2M in ARPA funding and offered a \$1.89 million City-owned property through an RFP dedicated to affordable housing. The ARCH Executive Board also approved a preliminary reservation of unused 2021 Housing Trust Fund resources to the development of this project. The winning project and funding recommendation was then reviewed and affirmed by ARCH's Community Advisory Board.

Due to construction market conditions, and incorporation of commercial prevailing wages into the construction budget (to accommodate federal resources committed to the project), the budget experienced an increase in construction costs that increased the remaining funding gap. To help fill this gap, Plymouth requested additional funds from ARCH in the fall round, and submitted applications to other funding sources to complete the project financing.

#### Funding Rationale:

The Executive Board recommends funding with conditions listed below for the following reasons:

- Aligns with the City's RFP goals and would further the City of Kenmore #1 priority to build affordable housing:
  - Exceeded the City's goal of providing 20% of the units at 30% AMI.
  - Utilizes project site efficiently allowing for 100 units of affordable housing.
  - Meets the City's requirement of a cost-efficient design.
  - Commits significant agency resources toward development of a ground floor that will benefit the community
  - Envisions a welcoming design that enhances and creates a gateway to Downtown Kenmore
- Will provide critically needed, deeply affordable units at 30% AMI.
- Meets ARCH's long-term objective of investing in affordable housing across member jurisdictions.
- Serves a range of special needs populations (homeless individuals, seniors, veterans and persons with disabilities)
- Will allow a dependable, long standing non-profit housing and service provider to expand services into Kenmore.
- Will be highly competitive for Low Income Housing Tax Credits and State Housing Trust Fund resources, providing significant financial leverage of local resources.
- Site has convenient access to transit, shopping, and services.

#### Proposed Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

#### Special Conditions:

1. The funding commitment shall continue for **eighteen (18) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider a twelve-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Agency will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
2. Funds shall be used by Agency toward **reserves, soft costs, design, permits and construction**. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use. If after the completion of the project there are budget line items with unexpended

balances, ARCH and other public funders shall approve adjustments to the project capital sources, including potentially reductions in public fund loan balances.

3. Funds will be in the form of a **secured grant**, so long as affordability and target population is maintained, and the service funds necessary to provide services to this population are available.
4. The net developer fee shall be established at the time of finalizing the Contract Budget and will follow ARCH Net Developer Fee Schedule. Net developer fee is defined as that portion of the developer fee paid out of capital funding sources and does not include the deferred portion which is paid out of cash flow from operations after being placed in service.
5. A covenant is recorded ensuring affordability for at least **55 years**, with unit size and affordability distribution per the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH staff.

Affordability	studio	1-bedroom	Total
30%	75	25	100
<b>Total</b>	<b>75</b>	<b>25</b>	<b>100</b>

6. Based on the availability of adequate support services, the project will contain 100 units for formerly homeless residents, unless otherwise approved by ARCH. Plymouth will work with service providers and other agencies working in East King County to establish referral mechanisms, or other referral method as approved by ARCH, and shall aim to include seniors, veterans, and persons with disabilities.
7. ARCH shall review and approve the services budget and services plan for consistency with application.
8. **The Agency will establish a services reserve account in the amount of no less than \$500,000 to be used in the event of shortfalls in project income to pay for necessary services expenses. A services reserve budget must be approved by ARCH at the close of permanent financing and will be monitored for consistency with the services plan, ARCH will review**
9. **If service funding decreases at any point during the term of the contract, Agency shall submit for review and approval a service plan which provides continuity of services within the project.**

#### **4. King County Housing Authority – Kirkland Heights**

Funding Request: \$2,000,000 (Contingent Loan)  
276 Affordable Units (including 3 manager units)

Executive Board Recommendation: Up to \$1,566,200 (Contingent loan)  
Includes \$1,056,300 local funds, \$509,900 CDBG funds

See attached Proposed Funding Sources for distribution of City Funds

Project Summary:

The Kirkland Heights Apartments is a 180-unit apartment complex located in Northeast Kirkland near the Totem Lake neighborhood. This proposal's scope includes the rehabilitation of all existing residential buildings, addition of a third story to eleven of the existing buildings, and the new construction of two three-story residential buildings and one community building. Upon project completion, the complex will consist of 276 units, thus utilizing more of the site's allowed density.

The project will include 103 units affordable for households at 30% AMI, 52 units at 60% AMI and 114 units at 80% AMI. This structure takes advantage of the available Project-based Section 8 rental assistance, which is targeted to the 106 units at 30% AMI, while allowing existing residents with incomes between 60% and 80% AMI to remain at Kirkland Heights.

KCHA is proposing \$24.2 million in public funds while contributing a significant (\$36.1 million) subordinate loan. King County has awarded \$11.2 million in funds for the project, and \$10 million is proposed from the State (of which \$5 million would fund the rehab project, and \$5 million would fund the new construction portion). In addition, as a Public Housing Authority (PHA), KCHA can issue tax exempt debt. At the time of application, 50% (\$110 million) of the total sources have been committed/secured.

Funding Rationale:

The Executive Board supports the intent of this application for the following reasons:

- The project preserves and enhances housing for a large number of existing low- and moderate-income residents in the community, including many families with children.
- The project also adds a significant number of units affordable to very low-, low- and moderate-income households within a high-opportunity area near good jobs, various transportation options, and other public and private amenities.
- KCHA has taken advantage of income averaging, thus allowing the feasible incorporation of 106 units targeted to very low-income households. Those units are supported with Project-based Section 8 Rental Assistance under a HAP Contract signed in 2020.
- This project leverages significant funding from public and private sources, 50% of which are already committed/secured.
- The project is undertaken by an experienced agency that has prioritized the project to start construction as soon as possible.

Proposed Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

Special Conditions:

1. The funding commitment shall continue for **eighteen (18) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide

a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider up to a 12-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.

2. Funds shall be used by the Agency for **soft costs, acquisition costs, and construction costs**. In the event any portion of the funding award is reserved for construction contingency, that portion must be approved in advance by ARCH staff. Funds may not be used for another purpose without prior written authorization from ARCH. If, after project completion project, there are budget line items with unexpended balances, ARCH and other public funders shall approve adjustments to the project capital sources, including potential reductions in public fund loan balances.
3. **Funds will be in the form of a deferred, contingent loan.** Loan terms will account for various factors, including loan terms from other fund sources, including the sponsor subordinate loan and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by ARCH staff. **Based on the preliminary development budget, it is anticipated that loan payments will be based on a set repayment schedule and begin after repayment of the deferred developer fee (approximately year 12), with 1% interest.** The terms will also include a provision for the Agency to defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of a loan payment is subject to approval by ARCH staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
4. KCHA will provide a sponsor subordinate loan in the approximate amount of **\$36.1 million**. The final amount and terms of repayment will be finalized at the time of review and approval of the contingency portion of the funding commitment. Terms are anticipated to account for available cash flow and repayment of the ARCH loan.
5. Until such time as the deferred developer fee is fully repaid, all cash flow after payment of operating expenses and debt service shall be used to repay the deferred developer fee or project reserves as approved by ARCH staff.
6. A covenant is recorded ensuring affordability for at least 55 years, with affordability as shown in the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH staff.

Affordability	1 BR	2 BR	3 BR	4 BR	Total
30%		56	43	7	106
60%	4	23	22	4	53
80%	8	48	48	10	114
<b>Total</b>	<b>12</b>	<b>127</b>	<b>113</b>	<b>21</b>	<b>273</b>

7. **Agency shall provide remaining findings after the completion of Building 8 test case. If those findings impact the project's development budget or project timeline, those updates will be shared with ARCH.**

8. **Agency shall provide a relocation plan for ARCH review and approval, including 1) the total relocation budget, 2) description of impact to residents, and 3) sample relocation notices provided to residents (all applicable per approved relocation plan: 30-day notice, 60-day notice, etc.).**
9. **Agency shall provide ARCH a management plan that includes proposed recreational activities that will be offered to build community and promote resident engagement.**
10. **Agency shall identify and implement opportunities to incentivize sustainable transportation choices such as car sharing, public transportation, electric vehicle ownership and bicycle storage.**

## **5. ALPHA/Inclusion – Scattered Homes**

Funding Request: \$400,000 (Secured Grant)  
2 homes (including 3 tenants per home)

Executive Board Recommendation: Up to \$400,000 (Secured Grant)  
See attached Proposed Funding Sources for distribution of City Funds

### **Project Summary:**

The proposed ARCH-funded project will consist of the acquisition of two homes in East King County for individuals with Intellectual and Developmental Disabilities (IDD) earning below 30% AMI, referred through the Development Disabilities Administration (DDA). Each home is expected to have three clients. The \$400,000 request to ARCH would help to acquire two homes in the Woodinville/Bothell/Kenmore area, where the sponsor has an established presence and supports within the community. Inclusion Homes will own and operate the homes, while Alpha Supported Living provides tailored supportive services at each home.

The two proposed acquisitions include:

1. Purchase of a children's home in the Bothell/Woodinville area of King County (OHS Home #3). This will be a 4-bedroom home for the Out of Home Services (OHS) program for children and youth ages 9-20 years old. Alpha is seeking sites near their two existing OHS homes for streamlining of management and staffing purposes. The timeline to purchase the home is late 2023.
2. Purchase of a 3-bedroom Supported Living home located in East King County (Bothell, Woodinville), with services provided by Alpha also referred as Home #4. The timeline is to purchase the home in mid-2023.

Each home site will be assessed by Inclusion Homes for repairs and retrofitting at time of purchase as needed. Inclusion homes has already identified a list of up potential homes that would fit within the agency's needs and standard requirements.



There has been an ongoing demand for Supported Living services from individuals with IDD living with their parents or from an institutional setting. Alpha continually receives referrals but lacks access to affordable housing to place individuals. Currently, there are 87 open and funded “slots” for clients with IDD to move into Supported Living in Washington State, plus 68 additional funded “slots” that will be added over the next 12 months from legislative appropriations.

Funding Rationale:

The Executive Board supports the intent of this application for the following reasons:

- The project will provide much needed IDD housing in King County people with very low incomes below 30% AMI.
- This project leverages significant investments from public sources including State capital funds as well as ongoing rental subsidies and service funding that will ensure stable operations over time.
- The project is undertaken by an agency with recent success creating new IDD housing and a strong reputation for meeting the needs of individuals who would otherwise not be successful in many other types of housing.

Proposed Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

Special Conditions:

1. The funding commitment continue for **eighteen (18) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider a twelve-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Agency will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
2. Funds shall be used by Agency toward **acquisition**. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use.
3. Funds will be in the form of a **secured grant**, so long as affordability and target population is maintained, and the service funds necessary to provide services to this population are available.
4. The net developer fee shall be established at the time of finalizing the Contract Budget and will follow ARCH Net Developer Fee Schedule. Net developer fee is defined as that portion of the developer fee paid out of capital funding sources and does not include the deferred portion which is paid out of cash flow from operations after being placed in service.
5. A covenant is recorded ensuring affordability for at least **55 years**, with size and affordability distribution per the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH staff.

Affordability	1-bedroom/suite	Total
30%	7	7
<b>Total</b>	<b>7</b>	<b>7</b>

6. ARCH shall review and approve the services budget and services plan for consistency with application. A services reserve budget must be approved by ARCH at the close of permanent finance and will be monitored on an annual basis for consistency with the services plan. Any deviation from the services budget must be pre-approved by ARCH.
7. **Agency shall provide to ARCH for review a Capital Needs Assessment for all homes for ARCH's approval.**

## **6. BRIDGE Housing – Spring District TOD**

Funding Request: \$4,000,000 (Contingent Loan)  
235 Affordable Units (including 2 manager units)

Executive Board Recommendation: Up to \$350,000 (Contingent Loan)  
See attached Proposed Funding Sources for distribution of City Funds

### Project Summary:

In October 2020, Sound Transit selected BRIDGE and its partners, Essex and Touchstone, to master plan and develop a 6.9-acre site adjacent to the agency's Operations and Maintenance Facility in the Spring District of Bellevue. Together, the project partners plan to deliver a mixed-use, mixed-income transit-oriented development that offers direct connections to a new transit station and a regional multi-modal trail corridor.

The proposed affordable housing project is comprised of Building 6 and Building 3, which consist of 235 permanently affordable units at 50%-60% AMI including two manager's apartments. Unit mixes will consist of 71 studios, 101 one-bedroom units, 37 two-bedroom units, and 24 three-bedroom units. The current proposal was prepared in response to a 2019 RFP that originally contained up to \$10 million in committed funding from King County and \$4 million from ARCH. At the time, BRIDGE believed the project would be feasible without those funds, but in subsequent years high-cost inflation has created a large financing gap in the project.

The project is currently projecting a large gap in public financing, but is not expected to get underway with construction until late 2024. Therefore, the project may be able to re-apply for funding in ARCH's 2023 funding round.

Funding Rationale:

The Executive Board supports the intent of this application for the following reasons:

- The project will provide a large amount of low- and moderate-income affordable housing units in a strategic location close to jobs, transportation and amenities.
- This project leverages significant investments from public and private funding sources, including King County TOD funds which are specifically set aside for the Bel-Red corridor, Amazon's Housing Equity Fund and the Evergreen Impact Housing Fund.
- The project takes advantage of surplus public property provided at no cost by Sound Transit and City of Bellevue.
- The project design incorporates cost and sustainability considerations such as reduced parking.
- The project advances key objectives in the City of Bellevue's Affordable Housing Strategy.

Proposed Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

Special Conditions:

1. The funding commitment shall continue for **twenty-four (24) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the applicant will provide a status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider up to a 12-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the applicant must demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
2. Funds shall be used by the Agency towards **soft costs and construction**. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use. Spending of construction contingency must be approved in advance by ARCH. If after the completion of the project there are budget line items with unexpended balances, ARCH and other public funders shall approve adjustments to the project capital sources, including potentially reductions in public fund loan balances.
3. Funds will be in the form of a **deferred, contingent loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by ARCH Staff. **It is anticipated that loan payments will be based on a set repayment schedule and begin after repayment of deferred developer fee** with 1% interest. The terms will also include a provision for the Agency to a defer payment if certain conditions are met (e.g., low cash flow due to unexpected costs). Any requested deferment of loan payment is subject to approval by ARCH Staff, and any deferred payment would be repaid from future cash flow or at the end of the amortization period.
5. The net developer fee shall be established at the time of finalizing the Contract Budget and will follow the ARCH Net Developer Fee Schedule. Net developer fee is defined as that portion of the

developer fee paid out of capital funding sources and does not include the deferred portion which is paid out of cash flow from operations after being placed in service.

6. A covenant is recorded ensuring affordability for at least **55 years**, with size and affordability distribution per the following table. Limited changes to the matrix may be considered based on reasonable justification as approved by ARCH staff.

<b>Affordability</b>	<b>Studio</b>	<b>1 BR</b>	<b>2BR</b>	<b>3BR</b>	<b>Total</b>
50%	21	30	11	8	70
60%	50	71	26	16	163
<b>Total</b>	<b>71</b>	<b>101</b>	<b>37</b>	<b>24</b>	<b>233</b>

7. **Agency must submit for ARCH staff approval a management and services plan which includes coordination of services with outside providers for special populations.**
8. **Agency shall ensure that all measures have been taken to provide durable, high quality and sustainable constructions materials, and Energy Star appliances within the project.**
9. **Agency shall identify and take steps to connect residents with affordable, healthy food options, and commit to pursuing the removal of any restrictions within the broader master development that prevent the operation of grocery stores.**
10. **Agency shall submit a parking management and shared parking plan and shall pursue opportunities to make additional parking options available to residents who require vehicle parking.**
11. **In the interest of encouraging integration of residents across the development site, the Agency shall look for ways to incorporate shared amenities, unifying aesthetics, and other programmatic features to build community.**

## **7. Attain Housing – Totem Six Plex**

Funding Request: \$650,000 (Secured Grant)  
6 new housing units

Executive Board Recommendation: Up to \$50,000 (Technical Assistance Grant)  
See attached Proposed Funding Sources for distribution of City Funds

### **Project Summary:**

The proposed project is the new construction of a three-story structure with six two-bedroom units of transitional housing for homeless families earning up to 30% of area median income (AMI). The property currently contains an existing four plex building owned and managed by Attain Housing. Attain also manages the four plex on the lot next to the proposed construction site. The proposed new building will sit in what is currently a lawn between the two four plex buildings. The project represents an expansion

of existing programs operated by Attain, with overall capacity growing from 8 to 14 units across the three buildings.

Funding Rationale:

The Executive Board supports the concept of the Attain Housing proposal but does not recommend fully funding the project at this time. The Executive Board supports technical assistance funding for this project in an effort to address outstanding project issues, and encourages the project to apply for funding during the 2023 ARCH Housing Trust Fund round. This would provide an opportunity for Attain Housing to address the issues identified below:

- Further development of building design, permitting, siting and parking and conformance with zoning requirements.
- Allow the project to obtain funding commitments of other public funding sources and make progress on the needed capital campaign.
- Secure project management capacity, including recommended engagement of a development consultant who will assist with the financing and project management of the project through construction completion.
- Development of an updated development budget and operating budget which addresses increases in construction costs based on an updated cost estimate and funding to address the additional cost increases.
- Development of a project schedule consistent with the proposed funding and local permitting requirements.
- Further discussion of long-term strategy for funding supportive services for transitional housing.

Proposed Conditions for Technical Assistance Award:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

Special Conditions:

1. The funding commitment shall continue for **twelve (12) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide status report on progress to date and expected schedule for start of construction and project completion. ARCH staff will consider a twelve-month extension only based on documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Agency will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable timeframe.
2. Funds shall be used by Agency toward **development consultant and design development**. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use.
3. Funds will be in the form of a **grant** for eligible predevelopment expenses.

Standard Conditions (Apply to all projects):

1. Agency shall provide revised development and operating budgets based upon actual funding commitments, which must be approved by ARCH staff. If the Agency is unable to adhere to the budgets, ARCH must be immediately notified and (a) new budget(s) shall be submitted by the Agency for ARCH's approval. ARCH shall not unreasonably withhold its approval to (a) revised budget(s), so long as such new budget(s) does not materially adversely change the Project. This shall be a continuing obligation of the Agency. Failure to adhere to the budgets, either original or as amended may result in withdrawal of ARCH's commitment of funds.
2. Agency shall submit evidence of funding commitments from all proposed sources. In the event commitment of funds identified in the application cannot be secured in the timeframe identified in the application, the Agency shall immediately notify ARCH, and describe the actions it will undertake to secure alternative funding and the timing of those actions subject to ARCH review and approval.
3. In the event federal funds are used, and to the extent applicable, federal guidelines must be met, including but not limited to the following: contractor solicitation, bidding, and selection; wage rates; and Endangered Species Act (ESA) requirements. CDBG funds may not be used to refinance acquisition costs.
4. Agency shall maintain documentation of any necessary land use approvals and permits required by the city in which the project is located.
5. Agency shall submit quarterly monitoring reports through completion of the project, and annually thereafter, and shall submit a final budget upon project completion. If applicable, Agency shall submit initial tenant information as required by ARCH.
6. Agency shall maintain the project in good and habitable condition for the duration of the period of affordability.
7. The final award amount shall be up to the recommended total, subject to approval by ARCH staff based on a documented funding gap. ARCH reserves the right to reduce its total award amount based on changes to the project sources and uses, and unit mix.

## Attachment 1: Proposed Funding Sources

### PROJECTS RECOMMENDED FOR 2022 FUNDING

	Ardea at Totem Lake	Bellevue Homes	Kenmore PSH	Kirkland Heights	Scattered Homes	Spring District	Totem Six Plex	2022 Recommended Funds
Bellevue	475,000	203,600	1,112,800	358,400	135,700	118,700	25,000	2,429,200
Bothell	28,200	12,100	66,100	21,300	8,100	7,100		142,900
Clyde Hill	7,600	3,300	17,800	5,700	2,200	1,900		38,500
Hunts Point	1,600	700	3,700	1,200	500	400		8,100
Issaquah	65,300	28,000	153,000	49,300	18,700	16,300		330,600
Kenmore	23,400	10,000	54,900	17,700	6,700	5,900		118,600
Kirkland	386,100	165,500	904,600	291,300	110,300	96,500	25,000	1,979,300
Medina	7,400	3,200	17,300	5,600	2,100	1,800		37,400
Mercer Island	25,200	10,800	59,100	19,000	7,200	6,300		127,600
Newcastle	36,000	15,400	84,300	27,100	10,300	9,000		182,100
Redmond	261,200	111,900	611,800	197,100	74,600	65,300		1,321,900
Sammamish	49,500	21,200	115,900	37,300	14,100	12,400		250,400
Woodinville	30,600	13,100	71,700	23,100	8,700	7,700		154,900
Yarrow Point	2,900	1,200	6,700	2,200	800	700		14,500
<b>Local Funds</b>	<b>1,400,000</b>	<b>600,000</b>	<b>3,279,700</b>	<b>1,056,300</b>	<b>400,000</b>	<b>350,000</b>	<b>50,000</b>	<b>7,136,000</b>
<b>CDBG</b>				<b>509,900</b>				<b>509,900</b>
<b>Award Totals</b>	<b>1,400,000</b>	<b>600,000</b>	<b>3,279,700</b>	<b>1,566,200</b>	<b>400,000</b>	<b>350,000</b>	<b>50,000</b>	<b>7,645,900</b>

## Attachment 2: Project Economic Summaries

Applicant: TWG and Imagine Housing  
Project Name: Ardea Senior Affordable Housing  
Location: 12700 116<sup>th</sup> Avenue NE, Kirkland WA  
Project Description: 170 units of affordable housing for seniors 62 and older at 40%, 50% and 60% AMI

Project Sources	Amount	Status
Amazon	\$8,075,000	Committed
Amazon	\$8,075,000	Committed
ARCH	\$1,400,000	Proposed
King County	\$2,274,000	Proposed
4% LIHTC	\$28,357,114	Proposed
Perm Loan	\$15,300,000	Proposed
Deferred Developer Fee	\$3,696,674	Committed
<b>Total Sources</b>	<b>\$67,177,788</b>	

Project Uses	Amount	Per Unit	Per SF
Acquisition Costs:	\$4,805,427	\$28,267	\$36
Construction:	\$45,052,718	\$265,016	\$333
Soft Costs:	\$10,153,157	\$59,724	\$75
Pre-Development / Bridge Financing	\$440,048	\$2,589	\$3
Construction Financing	\$2,642,119	\$15,542	\$20
Permanent Financing	\$1,279,375	\$7,526	\$9
Capitalized Reserves	\$683,800	\$4,022	\$5
Other Development Costs	\$2,121,144	\$12,477	\$16
<b>Total Uses</b>	<b>\$67,177,788</b>	<b>\$395,163</b>	<b>\$497</b>



Applicant: Habitat for Humanity of Seattle-King County  
Project Name: Bellevue Homes  
Location: 4315 129<sup>th</sup> Place SE, Bellevue, WA 98006  
Project Description: New development of 25 permanently affordable 3-bedroom, 1.5 bath townhomes and a new 3,500 SF community center for residents at 80% AMI.

Project Sources	Amount	Status
State HTF	\$900,000	Proposed
State CHIP	\$800,000	Proposed
ARCH HTF	\$600,000	Proposed
HFHSC	\$11,540,313	Committed
<b>Total Sources</b>	<b>\$13,840,313</b>	

Project Uses	Amount	Per Home	Per SF
Acquisition Costs	\$1,020,000	\$40,800	\$37.09
Construction	\$11,360,313	\$454,413	\$413.10
Soft Costs	\$1,180,000	\$47,200	\$42.91
Other Development Costs	\$280,000	\$11,200	\$10.18
<b>Total Uses</b>	<b>\$13,840,313</b>	<b>\$555,613</b>	<b>\$503.28</b>

Applicant: Plymouth Housing  
Project Name: Kenmore PSH  
Location: 4315 129<sup>th</sup> Place SE, Bellevue, WA 98006  
Project Description: New construction of 100 affordable housing units for formerly homeless seniors, veterans, and disabled individuals at 30% area median income with moderate service needs.

Source Name	Amount	Originally Committed	Proposed Status
Tax Credit Equity	\$25,705,200		Proposed
Housing Trust Fund	\$5,000,000		Proposed
City of Kenmore	\$400,000	\$5,090,000	Proposed
ARCH	\$279,729	\$3,000,000	Proposed
Plymouth Sponsor Loan	\$1,458,600		Committed
FHLB	\$750,000		Proposed
King County	\$1,000,000		Proposed
Plymouth Sponsor Loan	\$1,541,400		Committed
<b>Total Sources</b>	<b>\$44,224,929</b>		

Project Uses	Amount	Per Unit	Per SF
Acquisition Costs	\$1,920,000	\$19,200	\$45
Construction	\$34,123,997	\$341,240	\$804
Soft Costs	\$3,015,000	\$30,150	\$71
Construction Financing	\$794,532	\$7,945	\$19
Permanent Financing	\$315,000	\$3,150	\$7
Capitalized Reserves	\$ 1,135,000	\$11,350	\$27
Other Development Costs	\$1,380,000	\$13,800	\$33
Community Space	\$1,541,400	N/A	\$706
<b>Total Uses</b>	<b>\$44,224,929</b>	<b>\$442,249</b>	<b>\$1,042</b>

Applicant: King County Housing Authority  
Project Name: Kirkland Heights  
Location: 13310 NE 133<sup>rd</sup> Street, Kirkland WA 98034  
Project Description: Rehab and new construction of 276 Affordable Units at 30%, 60% and 80% AMI

Project Sources	Amount	Status
4% LIHTC Equity	\$96,393,299	Proposed
Tax Exempt Bonds (Permanent)	\$52,262,366	Proposed
King County TOD	\$11,200,000	Committed
State HTF	\$10,000,000	Proposed
State CHIP	\$1,000,000	Proposed
ARCH HTF	\$2,000,000	Proposed
Sponsor Subordinate Loan	\$36,145,521	Committed
Deferred Developer Fee	\$10,911,606	Committed
Deferred Interest	\$400,000	Committed
<b>Total Sources</b>	<b>\$220,312,792</b>	

Project Uses	Amount	Per Unit	Per SF
Acquisition Costs	\$51,524,800	\$186,684	\$210.09
Construction	\$128,170,181	\$464,385	\$522.61
Soft Costs	\$31,905,619	\$115,600	\$130.09
Pre-Development / Bridge Financing	\$1,200,000	\$4,348	\$4.89
Construction Financing	\$1,825,000	\$6,612	\$7.44
Permanent Financing	\$1,594,462	\$5,777	\$6.50
Other Development Costs	\$3,627,730	\$13,144	\$14.79
Bond Related Costs of Issuance	\$465,000	\$1,685	\$1.90
<b>Total Uses</b>	<b>\$220,312,792</b>	<b>\$798,235</b>	<b>\$898.31</b>

Applicant: ALPHA/Inclusion  
Project Name: Scattered Homes  
Location: TBD  
Project Description: Purchase and rehabilitation of two homes in East King County for IDD children and individuals.

Project Sources	OHS Home 3	Supported Living Home 4	Total
Housing Trust Fund	\$700,000	\$650,000	\$1,350,000
ARCH	\$200,000	\$200,000	\$400,000
Kuni Foundation	\$100,000	\$0	\$100,000
Inclusion Housing	\$100,000	\$100,000	\$200,000
<b>Total Sources</b>	<b>\$1,100,000</b>	<b>\$950,000</b>	<b>\$2,050,000</b>

Project Uses: Supported Living Home #4	Amount	Per SF	Per Bed
Acquisition Costs	\$812,000	\$226	\$116,000
Construction	\$96,000	\$27	\$13,714
Soft Costs	\$21,000	\$6	\$3,000
Capitalized Reserves	\$21,000	\$6	\$3,000
<b>Total Uses</b>	<b>\$950,000</b>	<b>\$264</b>	<b>\$135,714</b>
Project Uses: OHS Home #3	Amount	Per/SF	Per Bed
Acquisition Costs	\$963,000	\$268	\$137,571
Construction	\$96,000	\$27	\$13,714
Soft Costs	\$21,000	\$6	\$3,000
Capitalized Reserves	\$20,000	\$6	\$2,857
<b>Total Uses</b>	<b>\$1,100,000</b>	<b>\$306</b>	<b>\$157,143</b>

Applicant: BRIDGE Housing  
Project Name: Spring District Affordable Housing Development  
Location: 1601 120<sup>th</sup> Avenue NE, Bellevue WA  
Project Description: New construction of Building 6 and Building 3, which consist of 235 permanently affordable units at 50%-60% AMI in the Spring District TOD site.

Project Sources	Amount	Status
4% Low Income Housing Tax Credits	\$58,501,006	Proposed
Amazon Housing Equity Fund - Loan	\$22,100,000	Proposed
Amazon Housing Equity Fund - Grant	\$3,750,000	Proposed
Evergreen Impact Housing Fund	\$15,500,000	Committed
King County TOD	\$10,000,000	Proposed
City of Bellevue	\$8,000,000	Proposed
ARCH	\$4,000,000	Proposed
BRIDGE General Partner Equity	\$4,985,350	Committed
Deferred Developer Fee	\$2,000,000	Committed
Perm Loan	\$2,987,826	Proposed
<b>Total Sources</b>	<b>\$131,824,182</b>	<b>\$560,954</b>

Project Uses	Amount	Per Unit	Per SF
Acquisition Costs	\$25,000	\$106	\$0.11
Construction	\$101,081,682	\$430,135	\$424.80
Soft Costs	\$15,434,392	\$65,678	\$64.86
Pre-Development / Bridge Financing	\$810,975	\$3,451	\$3.41
Construction Financing	\$9,589,624	\$40,807	\$40.30
Permanent Financing	\$580,627	\$2,471	\$2.44
Capitalized Reserves	\$611,227	\$2,601	\$2.57
Other Development Costs	\$3,690,655	\$15,705	\$15.51
<b>Total Uses</b>	<b>\$131,824,182</b>	<b>\$560,954</b>	<b>\$553.99</b>

Applicant: Attain Housing  
Project Name: Totem Six Plex  
Location: 12601 NE 132<sup>nd</sup> St, Kirkland  
Project Description: New construction of a three-story structure with six two-bedroom units of affordable housing for homeless families earning up to 30% of area median income (AMI).

Project Sources	Amount	Status
ARCH	\$750,000	Proposed
State Housing Trust Fund	\$750,000	Proposed
King County	\$750,000	Proposed
Capital Campaign	\$1,500,000	Proposed
Attain Housing	\$250,000	Committed
<b>Total Sources</b>	<b>\$4,000,000</b>	<b>\$666,667</b>

Project Uses	Amount	Per Unit	Per SF
Acquisition:	\$1,500	\$250	\$.25
Construction:	\$3,393,632	\$565,605	\$566
Soft Costs:	\$526,143	\$87,691	\$88
Other Development Costs	\$78,725	\$13,1221	\$13
<b>Total Uses</b>	<b>\$4,000,000</b>	<b>\$666,667</b>	<b>\$667</b>



# AB 6223: ARCH HTF Project Funding Approval



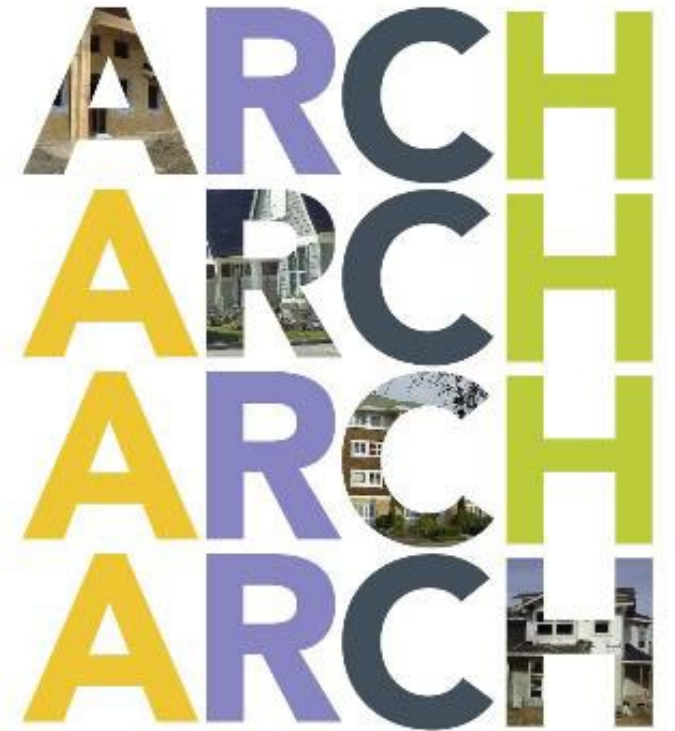
# ARCH: A Regional Coalition for Housing

**Interlocal Agency:** A joint and cooperative undertaking of East King County communities established in 1993 via Interlocal Agreement

**Purpose:** To provide a framework for cities in East King County to cooperatively plan for and provide affordable housing

**Members:**

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





# ARCH Housing Trust Fund

- Joint housing development fund capitalized by ARCH members
- Awards loans and grants to developments that include affordable housing
- Helps create/preserve housing that is affordable for households earning 60% of area median income and below
- Over the last 30 years, ARCH has supported over 5,300 units of affordable housing across East King County

# HTF Project Selection Process

- ARCH announces funding availability each fall
- ARCH solicits interest from the development community and provides guidance to potential applicants
- Applications vetted by ARCH staff, city staff liaisons, Citizen Advisory Board
  - Criteria include quality of the project, financial leverage, geographic equity and alignment with local, county and state priorities
- ARCH Executive Board advances final recommendation to City Councils for approval

# Total Requests

- Seven applications requesting a total of \$12.4 million
- Projects include 819 total affordable units/beds
  - 100 units in Kenmore, 7 beds in Kenmore-Bothell-Woodinville area
  - 452 units/beds in Kirkland
  - 260 units in Bellevue
- Projects also applied for King County and State funds

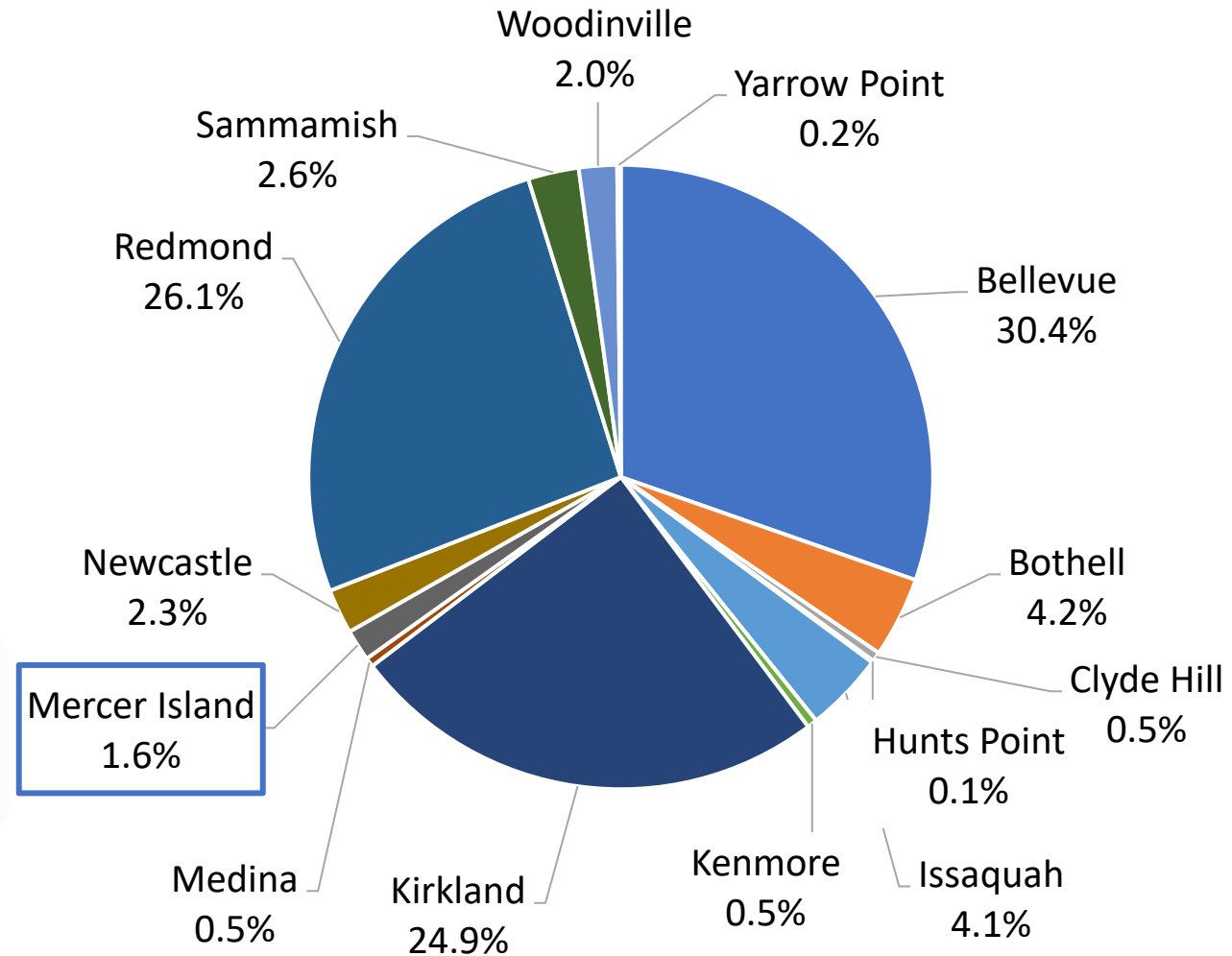
Applicant	Project	Location	ARCH Request	Units/ Beds
TWG/Imagine Housing	Ardea Senior Affordable Housing	Kirkland	\$1,400,000	170
Habitat for Humanity	Bellevue Homes	Bellevue	\$600,000	25
Plymouth Housing	Kenmore PSH	Kenmore	\$3,279,729	100
KCHA	Kirkland Heights	Kirkland	\$2,000,000	276
ALPHA/Inclusion Homes	Scattered Homes	Kenmore-Bothell-Woodinville	\$400,000	7
BRIDGE Housing	Spring District Affordable Housing Dev.	Bellevue	\$4,000,000	235
Attain Housing	Totem Six Plex	Kirkland	\$750,000	6
<b>Total</b>			<b>\$12,429,729</b>	<b>819</b>

# ARCH HTF Fund Balance

- Approximately \$7.6M in available revenue

Mercer Island HTF Balance	Amount
Committed to Projects	\$126,487.56
Available for Commitment	\$137,846.52
<b>TOTAL</b>	<b>\$264,334.08</b>

HTF Fund Balances by City

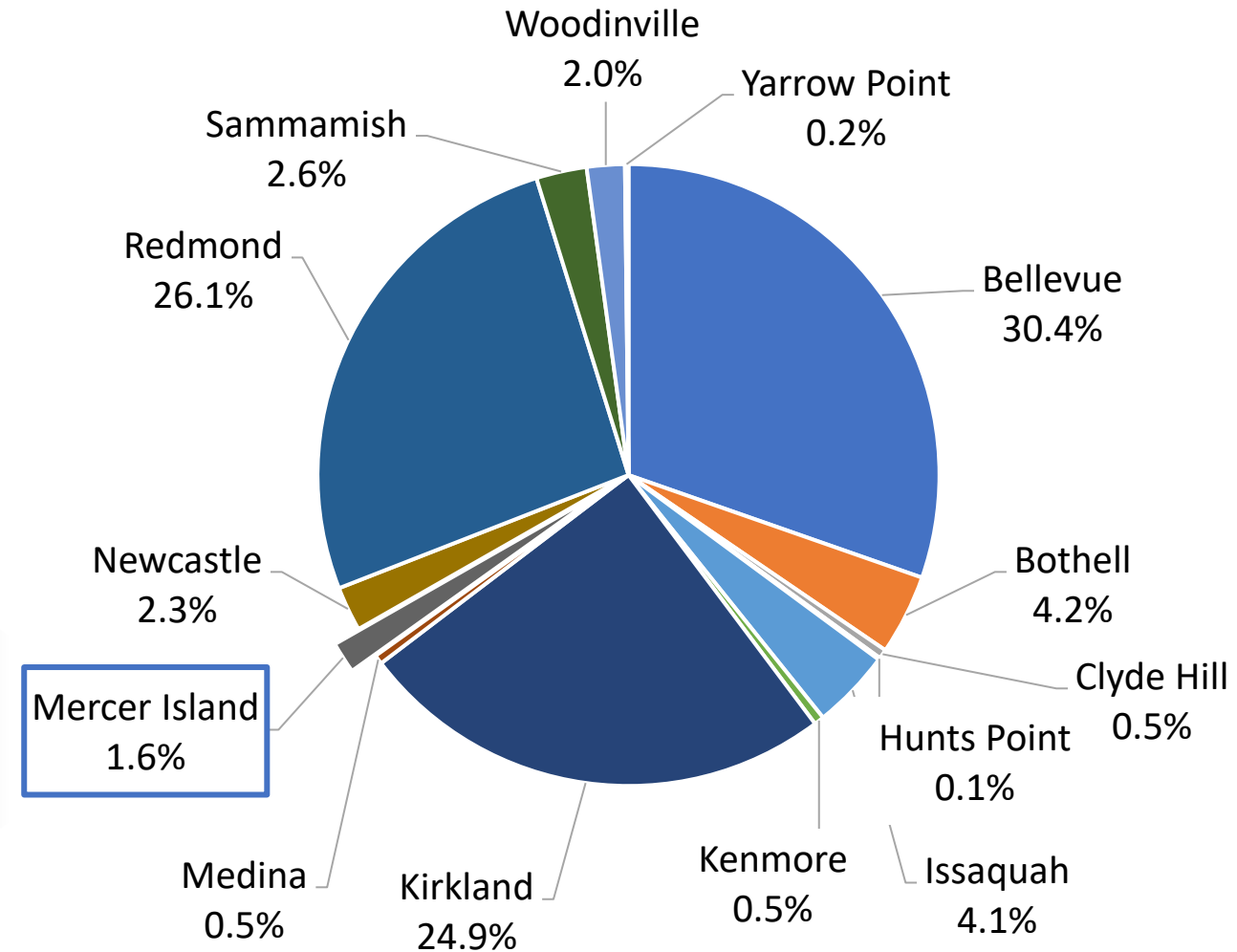


# ARCH HTF Fund Balance

- Approximately \$7.6M in available revenue

Mercer Island HTF Balance	Amount
Committed to Projects	\$126,487.56
Available for Commitment	\$137,846.52
<b>TOTAL</b>	<b>\$264,334.08</b>

## HTF Fund Balances by City



# Funding Recommendations by Project

Applicant	Project	Location	ARCH Request	Recommended Award	Units/ Beds
TWG/Imagine Housing	Ardea Senior Affordable Housing	Kirkland	\$1,400,000	\$1,400,000	170
Habitat for Humanity	Bellevue Homes	Bellevue	\$600,000	\$600,000	25
Plymouth Housing	Kenmore PSH	Kenmore	\$3,279,729	\$3,279,700	100
KCHA	Kirkland Heights	Kirkland	\$2,000,000	\$600,000	25
ALPHA/Inclusion Homes	Scattered Homes	Kenmore- Bothell- Woodinville	\$400,000	\$400,000	7
BRIDGE Housing	Spring District Affordable Housing Dev.	Bellevue	\$4,000,000	\$350,000	235
Attain Housing	Totem Six Plex	Kirkland	\$750,000	\$50,000	6
Total			<b>\$12,429,729</b>	<b>\$7,645,900</b>	819

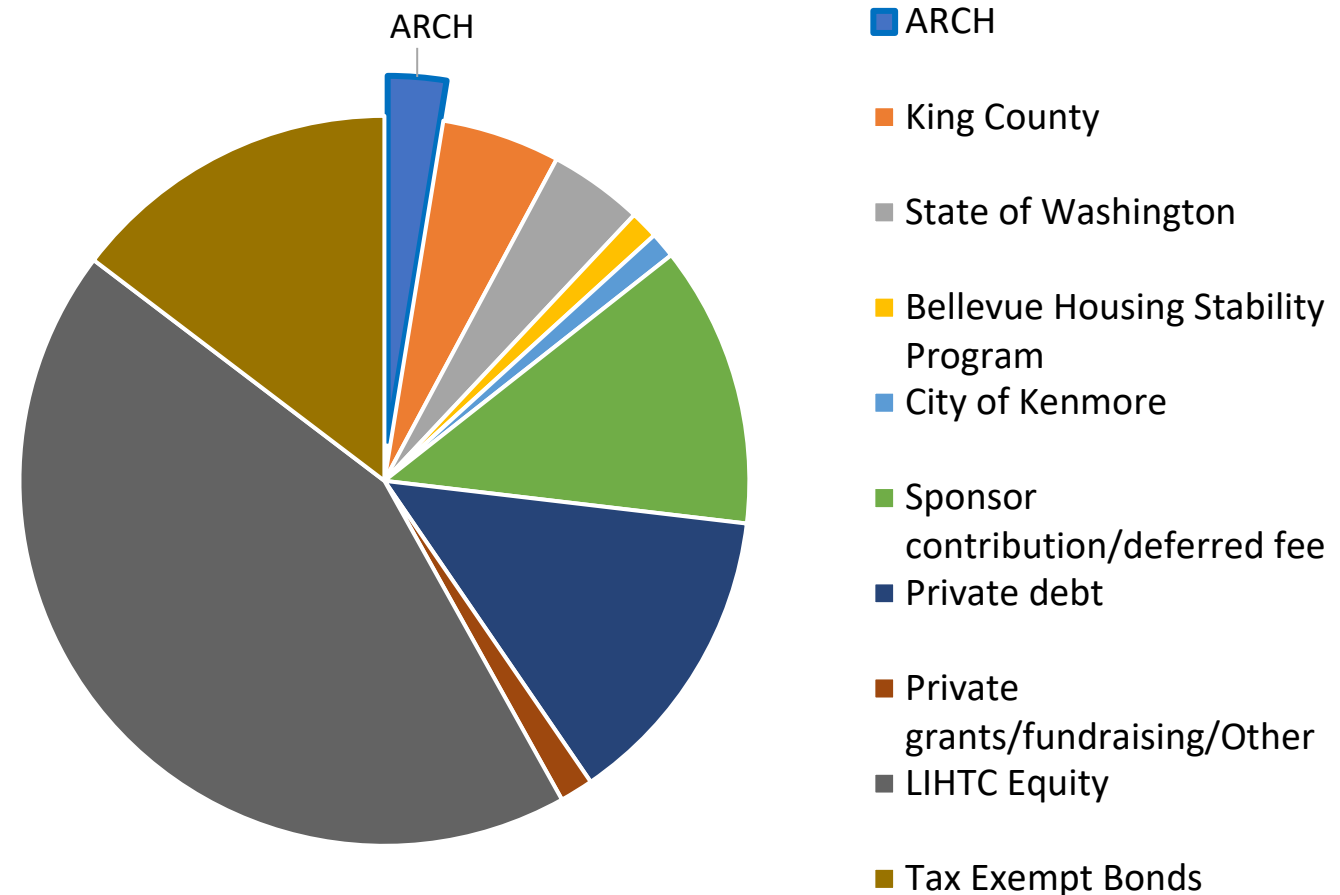
# Funding Recommendations by City

Item 12.

	Ardea at Totem Lake	Bellevue Homes	Kenmore PSH	Kirkland Heights	Scattered Homes	Spring District	Totem Six Plex	Recommended Funds
Bellevue	\$475,000	\$203,600	\$1,112,800	\$358,400	\$135,700	\$118,700	\$25,000	\$2,429,200
Bothell	\$28,200	\$12,100	\$66,100	\$21,300	\$8,100	\$7,100		\$142,900
Clyde Hill	\$7,600	\$3,300	\$17,800	\$5,700	\$2,200	\$1,900		\$38,500
Hunts Point	\$1,600	\$700	\$3,700	\$1,200	\$500	\$400		\$8,100
Issaquah	\$65,300	\$28,000	\$153,000	\$49,300	\$18,700	\$16,300		\$330,600
Kenmore	\$23,400	\$10,000	\$54,900	\$17,700	\$6,700	\$5,900		\$118,600
Kirkland	\$386,100	\$165,500	\$904,600	\$291,300	\$110,300	\$96,500	\$25,000	\$1,979,300
Medina	\$7,400	\$3,200	\$17,300	\$5,600	\$2,100	\$1,800		\$37,400
Mercer Island	\$25,200	\$10,800	\$59,100	\$19,000	\$7,200	\$6,300		\$127,600
Newcastle	\$36,000	\$15,400	\$84,300	\$27,100	\$10,300	\$9,000		\$182,100
Redmond	\$261,200	\$111,900	\$611,800	\$197,100	\$74,600	\$65,300		\$1,321,900
Sammamish	\$49,500	\$21,200	\$115,900	\$37,300	\$14,100	\$12,400		\$250,400
Woodinville	\$30,600	\$13,100	\$71,700	\$23,100	\$8,700	\$7,700		\$154,900
Yarrow Point	\$2,900	\$1,200	\$6,700	\$2,200	\$800	\$700		\$14,500
LOCAL TOTAL	\$1,400,000	\$600,000	\$3,279,700	\$1,056,300	\$400,000	\$350,000	\$50,000	\$7,136,000
CD 147				\$509,900				\$509,900
AWARD TOTALS	\$1,400,000	\$600,000	\$3,279,700	\$1,566,200	\$400,000	\$350,000	\$50,000	\$7,645,900

# Leveraged Funding Sources

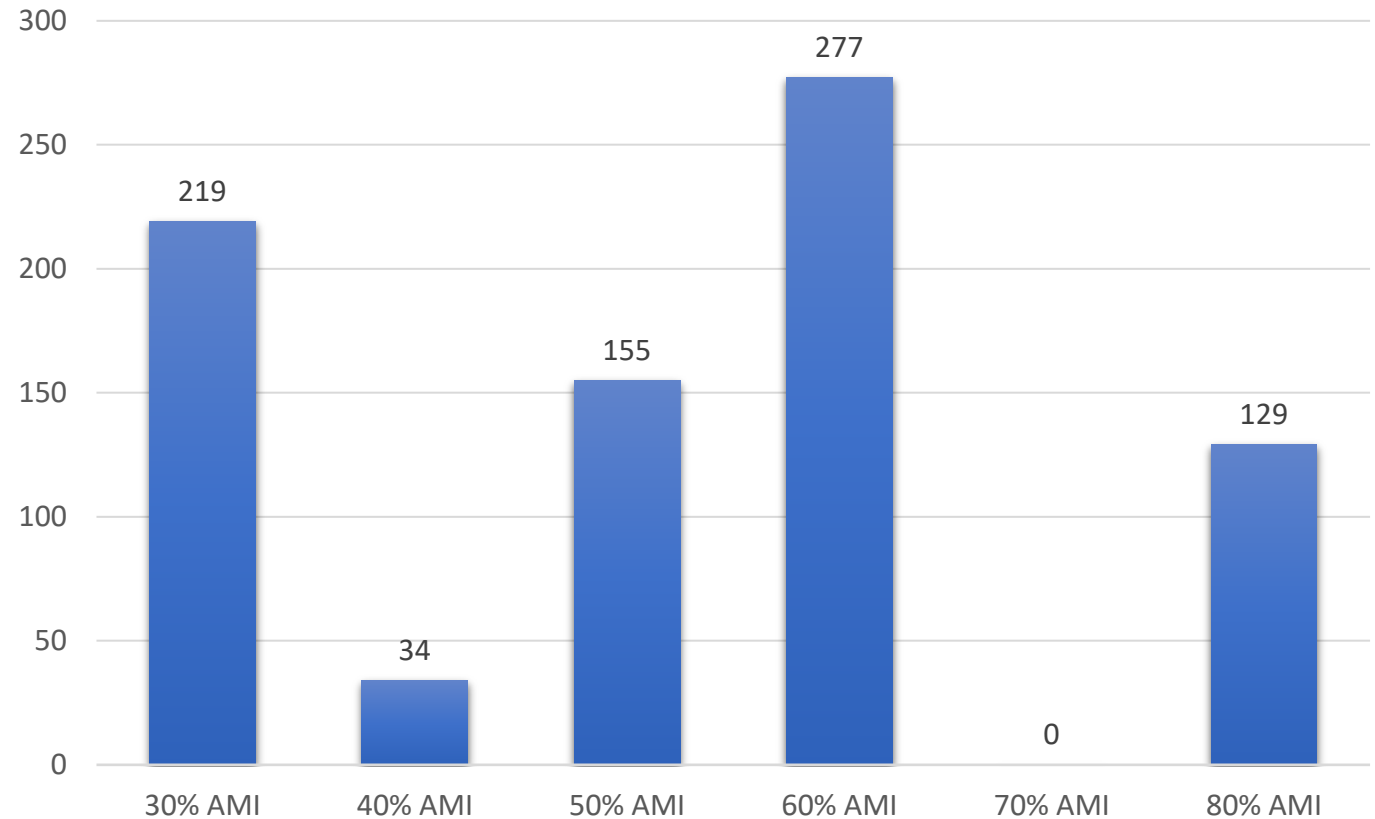
- \$465 million in estimated project funding in recommended projects
- \$40 for every \$1 of ARCH Trust Fund investment
- \$20 for every \$1 of local city funding (including proposed Kenmore and Bellevue funds)





# Affordability Level

- Significant number of units with deep affordability
  - Section 8 vouchers or other rental subsidy to reach rents at or below 30% AMI
- Six rental projects, one homeownership project



# Ardea at Totem

- Location: 12700 116th Avenue NE, Kirkland WA
- Requested: \$1,400,000
- Recommended: \$1,400,000
- Project Sponsor/Developer: Imagine Housing and TWG
- 170 studio and 1BR units
- Affordability at 40%, 50% and 60% AMI
- Seniors and veterans
- Close to amenities, transit





# Habitat Bellevue Homes

- Location: 4315 129th Pl SE, Bellevue WA (Holy Cross Church)
- Applicant: Habitat for Humanity of Seattle-King County
- Requested: \$600,000
- Recommended: \$600,000
- Unit Mix: 25 3BR cottages
- Affordability: 10 at 60% AMI, 15 at 80% AMI



# Kenmore Supportive Housing

- Location: 6532 Bothell Way NE, Kenmore WA
- Applicant: Plymouth Housing
- Requested: \$3,279,729
- Recommended Funds: \$3,279,700
- Unit Mix: 100 studio and 1BR units
- Affordability: 30% AMI
- Homeless individuals, seniors, veterans and persons with disabilities



## Additional Background

- \$1.9M City-donated property in downtown Kenmore with access to transit and amenities (one block from future BRT)
- \$3.2 million commitment of Kenmore ARPA Funds
- Strong City commitment to move the project quickly
- Competitive for 9% LIHTC
- Proposed health clinic partnership with Bastyr University
- Community courtyard for residents and patrons of commercial space





# Kirkland Heights

- Location: 13310 NE 133rd Street, Kirkland, WA
- Requested: \$2,000,000
- Recommended: \$1,566,200
- Applicant: King County Housing Authority
- Preservation and redevelopment to increase from 180 to 276 units (including 3 manager units)
- Unit Mix: 1BR, 2BR, 3BRs
- Affordability: 106 units at 30% AMI, 53 units at 60% AMI, 114 units at 80% AMI
  - Existing residents include 76% BIPOC households





# Inclusion Scattered Homes

Location: Scattered (TBD – Woodinville, Bothell, Kenmore area, near existing homes and agency headquarters)

Applicant: Inclusion Housing LLC (Alpha Supportive Living Services)

Requested: \$400,000

Recommended: \$400,000

Unit Mix: Two 3-4BR Single Family  
Detached Homes

Affordability: 30% AMI

Out of Home Services Home

Children (ages 8-21) with  
Intellectual/Developmental Disabilities

Supportive Living Home

Adult Individuals with  
Intellectual/Developmental Disabilities



*Images are for illustrative purposes only – homes to be acquired in 2023.*

# Spring District TOD

- Location: 1601 120th Avenue NE, Bellevue WA
- Applicant: BRIDGE Housing
- Requested: \$4,000,000
- Recommended: \$350,000
- Unit Mix: 235 studio, 1BR, 2BR and 3BR units
- Affordability: 40% AMI, 50%AMI and 60% AMI
- Families and individuals
- Part of larger mixed use, master planned TOD community
- Planned construction start in November 2024







# Recommended Motion

Approve the use of \$127,600 from the City's contributions to the ARCH Housing Trust Fund as recommended by the ARCH Executive Board and authorize execution of any related agreements and documents.



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 6220**  
**February 7, 2023**  
**Regular Business**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 6220: WA State Legislative Session Update	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Receive update on the 2023 legislative session and approve letter of opposition to HB1110 regarding increasing middle housing in areas traditionally dedicated to single-family detached housing. <b>Adopt revisions to the 2023 State Legislative Priorities.</b>	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	City Manager
<b>STAFF:</b>	Jessi Bon, City Manager Merrill Thomas-Schadt, Sr. Management Analyst Robbie Cunningham-Adams, Management Analyst
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. City of Mercer Island 2023 Legislative Priorities 2. <b>Revised</b> Draft City Letter Opposing HB1110 3. <b>Proposed Revisions to City of Mercer Island 2023 Legislative Priorities</b>
<b>CITY COUNCIL PRIORITY:</b>	n/a

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

### EXECUTIVE SUMMARY

The purpose of this agenda bill is to provide an update on the 2023 state legislative session.

- The 2023 Washington State Legislature Regular Session began in January 2023 and is scheduled to end April 23, 2023.
- Following the guidance of the City's adopted 2023 legislative priorities (Exhibit 1), city staff and the city's lobbyists are closely monitoring and advocating for the city's priorities.
- This update provides progress on achieving the City's priorities and a list of notable proposed bills in the legislature city staff are tracking.
- **Adopt recommended revisions to the 2023 State legislative priorities (Exhibit 3).**

### BACKGROUND

On November 1, 2022, the City Council adopted the City's legislative priorities for the 2023 State legislative session (see Exhibit 1 or [AB 6178](#)).

These City is focused on five legislative priorities:

- Funding for basic infrastructure and capital projects
- Support for mental and behavioral health services
- Policing for a safe Mercer Island
- Support for housing availability
- Preserving and protecting the environment.

The City executed a contract with Federici, Esser & Gallagher for lobbyist services to assist with the state legislative session ([AB 6114](#)).

## ISSUE/DISCUSSION

The legislative session moves at a fast pace, and staff anticipate significant updates to the information presented below between the publishing of this agenda bill and the presentation to City Council.

### Police Bills

The City is supporting [HB 1363](#) related to police pursuits. The bill will reintroduce the ‘reasonable suspicion standard’ and includes language specific to the protocol and procedures related to pursuits. The bill does not prohibit cities from adopting more restrictive pursuit standards or limitations. This bill is supported by the Mercer Island Chief of Police and addresses one of the City’s adopted Legislative Priorities for this session.

### “Blake Fix” / Controlled Substances

The City is tracking two versions of “Blake Fix” bills. One is [HB 1613/SB 5467](#), which responds to the *Blake* decision by making drug possession a gross misdemeanor with a focus on directing individuals to treatment in lieu of jail. It uses a DUI type model to require probation and treatment with clear penalties for willful failure to complete treatment.

The other is [SB 5536](#), which responds to the *Blake* decision by making drug possession a gross misdemeanor with an emphasis on encouraging pretrial diversion. The bill also makes treatment facilities essential public facilities for siting and permitting purposes.

### Capital Budget Requests

The City has prioritized support for funding which aids large capital projects at the Luther Burbank Park waterfront. The City is supporting the Washington Trust for Historic Preservation in their efforts to secure full funding of the Heritage Capital Program and will continue to track and testify at other opportunities to support Recreation & Conservation Office programs related to the Luther Burbank Park dock replacement project.

### Public Works Assistance Account

The City is supporting [SB 5303](#), which if passed will establish the Public Works Assistance Revolving Account. This is one of the City’s highest priorities and will create a permanent revolving fund for low interest infrastructure loans. If the bill passes it will require a constitutional amendment and therefore would be before the voters in November 2024. The companion to this bill is SJR 8201, which relates to amending the Washington State Constitution.

### Marine Patrol Unit Replacement

The City continues to receive regional support for funding the replacement of two of its three Marine Patrol vessels. The cities of Renton and Medina and the Town of Yarrow Point have transmitted letters of support to their legislators, and more are expected from Hunts Point and Bellevue.

### **Revising the Property Tax Cap for Local Governments**

[HB 1670](#) proposes to revise the property tax cap for local governments to account for inflation and population growth up to three percent.

### **Notable Housing and Land Use Bills Proposed this Session**

City staff and lobbyists are tracking many bills, including the selection below pertaining to housing and land use.

<a href="#">HB 1026</a>	Eliminating design review boards for residential development.
<a href="#">HB 1110/SB 5190</a>	Mandates new middle housing density in single-family neighborhoods.
<a href="#">HB 1517/SB 5466</a>	Promoting transit-oriented development around rapid transit stations (such as Sound Transit Light Rail).
<a href="#">HB 1276/SB 5235</a>	Mandates removal of certain restrictions on ADU construction.
<a href="#">HB 1337</a>	Mandates removal of certain restrictions on ADU construction, more extensive changes than HB 1276 / SB 5235.
<a href="#">HB 1517/SB 5466</a>	Promoting transit-oriented development. Mandates increased density around rapid-transit stations.
<a href="#">HB 1296/SB 5290</a>	Concerning consolidating local permit review processes. Section one of the proposal would bar site plan review of interior alterations under certain conditions, including that the project does not add bedrooms. The rest of the bill is focused on a new grant program to local governments to streamline their permitting process, as well as creating a task force.
<a href="#">HB 1351/SB 5456</a>	Prohibiting the imposition of minimum parking requirements except under certain circumstances.
<a href="#">HB 1245/SB 5364</a>	Mandates cities amend their codes and development regulations to allow for lot splitting, and restricts city's ability to regulate frontage, easements, parking, and right-of-way.
<a href="#">HB 1293</a>	Streamlining development regulations through creating certain exemptions to SEPA.
<a href="#">HB 1351/SB 5456</a>	Prohibiting the imposition of minimum parking requirements except under certain circumstances.

### **Draft Council Letter on HB 1110**

In consultation with Council leadership, city staff have a drafted a letter (Exhibit 2) stating the City's official opposition to HB 1110, regarding increasing middle housing in areas traditionally dedicated to single-family detached housing, and the rationale for the opposition.

### **Revisions to City of Mercer Island 2023 State Legislative Priorities**

The adopted 2023 State Legislative Priorities are silent on advocating for funding to support city operations. There are a number of bills introduced in the legislative session that would provide resources to support city operations. Staff recommend revising the 2023 Legislative Priorities to including language regarding funding to support operations so that the City Manager and City lobbyists may advocate for those bills. The proposed revisions are in Exhibit 3.

## NEXT STEPS

If the Council approves the letter in opposition to HB 1110, staff will finalize and share the letter with City's lobbyists and state legislators.

If Council adopts the revised 2023 State Legislative Priorities, staff will redistribute the Priorities to the City Council, staff, City's lobbyists, and state legislators. Staff will also update the City's website with the revised language.

## RECOMMENDED ACTION

1. Approve letter of opposition to HB1110, regarding increasing middle housing in areas traditionally dedicated to single-family detached housing, substantially in the form attached as Exhibit 2.
2. Adopt the revised 2023 State Legislative Priorities as presented in Exhibit 3.

# CITY OF MERCER ISLAND

## 2023 State Legislative Priorities



Item 13.



### Funding for Basic Infrastructure and Capital Projects

The City supports legislation that provides funding to help cities finance basic infrastructure such as water, sewer, stormwater, parks, transportation, and green infrastructure projects. Priorities include:

- Fully funding the **Public Works Assistance Account** and refraining from fund transfers or diversions.
- Supporting the once in a generation **\$7.5 million Luther Burbank Park Waterfront and Dock Replacement Project** by fully funding the following grant programs:
  - Washington Wildlife and Recreation Program (WWRP) Water Access grant*: \$1.5 million funding request, project is ranked 2 out of 4.
  - Boating Facilities Program (BFP)*: \$1 million funding request, application is in process.
  - Aquatic Lands Enhancement Account (ALEA) grant*: \$500,000, project is ranked 7 out of 10.
- Supporting the **\$2 million Luther Burbank Park Boiler Building Renovation Project** by fully funding the Heritage Capital Grant Program: \$500,000 funding request, project ranked 22 out of 30.



### Support for Mental and Behavioral Health Services

The City is committed to providing access to quality mental and behavioral health services through the Youth & Family Services Department. Continued state funding is needed to help communities provide options for individuals suffering from behavioral health issues. Priorities include:

- Funding to expand and enhance community-based behavioral health services**, including mental health, substance use disorder, and dual diagnosis treatment facilities.
- Supporting resources for **certification and training to increase the number of behavioral health professionals** available to the community.



### Policing for a Safe Mercer Island

The City encourages legislation and resources to ensure a safe community for residents, businesses, and visitors. Priorities include:

- Supporting **clarification around the ability for law enforcement to conduct effective and safe vehicle pursuits** using a reasonable suspicion standard in specific circumstances when there is an immediate threat to public safety.
- Requesting **clarification around the crime of possessing a controlled substance** so that individuals, law enforcement, and treatment providers can respond appropriately.
- The City of Mercer Island State-certified Marine Patrol Unit was founded in 1982 and provides marine patrol services to Medina, Bellevue, Renton, Yarrow Point, and Hunts Point for their water-based services with just three vessels. Two of the vessels are near the end of their useful life and the City is **seeking funding for the \$1.1 million in estimated replacement costs**.



### Support for Housing Availability

The City supports a proactive, collaborative, and flexible approach that creates new tools, incentives, and revenues that cities can use to help increase housing supply and address affordability. Priorities include:

- The City supports **solutions that enhance already successful state and regional programs** such as *A Regional Coalition for Housing (ARCH)*, serving cities in east King County since 1992.
- The City encourages the legislature to **review the impacts of E2SHB 1220 in collaboration with local jurisdictions** to ensure the legislation will produce housing for all income levels.



### Preserving and Protecting the Environment

**It is essential to preserve and protect the environment today and for future generations with equity in mind.** The City encourages legislation, partnerships, and funding that incentivizes and supports clean energy, carbon reduction and the implementation of potential climate action plan programs, including but not limited to heat pump adoption and electric vehicle charging infrastructure.





**[Date TBD]**

Representative Tana Senn and Representative My-Linh Thai  
 Washington State House of Representatives  
 PO Box 40600  
 Olympia, WA 98504

Via email

**Dear Representative Tana Senn and Representative My-Linh Thai:**

We write today to express our opposition to HB 1110 and urge you to vote “No” on this bill. HB 1110, if approved as currently amended, will authorize the development of at least four units **on all residential lots on Mercer Island**, or up to six units if two are affordable. The bill language further authorizes the development of up to six units within one half-mile of a major transit stop or community amenity (schools or public parks). This bill will not produce any meaningful amount of affordable housing, it fails to provide the resources and tools needed to plan for and address critical infrastructure needs, and by mandating one-size-fits-all regulations, usurps the long-held collaborative planning approach undertaken by counties and cities under the Growth Management Act.

**HB 1110 Fails to Meet 2021 Legislative Mandate to Plan for Affordable Housing**

HB 1110, similar to legislation proposed last legislative session, is being marketed as an affordable housing bill to address the “missing middle.” This is a misnomer as the bill will produce almost exclusively market-rate housing. This means, especially in Mercer Island, that housing produced under this bill will be out of reach for low-and moderate-income families.

More specifically, HB 1110 fails to tie back to HB 1220, a statewide measure passed in 2021 mandating that cities plan for and accommodate affordable housing across a range of income bands. Nearly two years later, cities are still waiting on final direction from the Department of Commerce to begin their work implementing this legislation. The delays in implementation, though no fault of the cities, means that critical planning work needed to implement this affordable housing legislation at the local level will not be in place ahead of the passage of this market-rate housing bill. Consequently, the “supply” created under HB 1110 will likely be all taken up by market rate housing by the time affordable housing policies are implemented and the funding to construct affordable housing becomes available.



If the legislature stands by the affordable housing goals created in 2021, all housing legislation must directly tie back to the affordable housing target mandates prescribed by HB 1220, up to and including allowing cities to require that any up zoning of single-family zones shall include affordable housing.

### **HB 1110 Fails to Provide Resources to Plan for and Construct Critical Infrastructure**

The upzoning of all single-family zones will force the City into an expensive and protracted planning process to study and right size infrastructure densities far beyond anything contemplated. The bill has no funding for these impacts, meaning the cost would fall on local taxpayers throughout Washington, as cities face significant financial challenges in the near future.

Much of the Mercer Island sewer infrastructure was constructed in the late 1950's and early 1960's. The City's system is complex, unique to the Island's geography, and requires the use of a Lakeline System and 17 pump stations that convey flow around the perimeter of the island.

The Mercer Island General Sewer Plan was updated in 2018 to accommodate the City's anticipated growth and was based on the 2015 Comprehensive Plan. The unplanned housing sprawl contemplated in HB 1110 would be unpredictable and likely impossible to model.

Other utility infrastructure impacts may result from this legislation, including water utility infrastructure issues, water storage capacity issues, and fire flow issues. Stormwater concerns are also anticipated.

Under HB 1110 Mercer Island will be required to plan to provide infrastructure for all residential lots (more than 7,000), which will require multiple studies, modeling, significant work for an already strained city staff, and at a significant cost to the City.

### **HB 1110 is a One Size Fits All Regulatory Overreach**

HB 1110 places unworkable regulatory conditions on cities. Using parking as an example, cities will be prohibited from requiring off-street parking for housing units built within one half-mile of a transit stop.

A typical Mercer Island single-family lot developed under HB 1110 with six units will have anticipated demand of six to twelve vehicles, depending on the size of the units developed.

Fourteen miles of the Mercer Island perimeter is almost exclusively private drives, shared among many lot owners, with little or no opportunity for on-street parking due to steep hills and other natural impediments. Where will homeowners park?

It appears that cities will be left to problem solve and fund a parking shortage, borne by a regulatory process that overreaches and fails to acknowledge the unique circumstances of

each community. The Growth Management Act (GMA) intends for local jurisdictions to plan for, and within their communities on a neighborhood level, to accommodate unique circumstances.

### **HB 1110 Removes the Ability of Cities and Counties to Carefully Steward Growth**

Finally, there are longstanding processes in place to collaboratively plan for and accommodate growth, guided by the framework of the GMA. In March 2022, Mercer Island completed a multi-year, county-wide planning process to update King County Countywide Planning Policies, including adopting revised housing and job growth targets. Mercer Island has consistently delivered net new housing units on pace with long-term housing targets adopted since the inception of the GMA.

Currently, the City is working on its Comprehensive Plan periodic update, required by the GMA to be completed by December 2024. Concurrently, the City is also planning for the affordable housing and racially disparate impact requirements prescribed by HB 1220. This bill already has missing middle-housing requirements, which would allow cities to identify and zone areas with available infrastructure capacity and transit access without competing with market-rate housing.

HB 1110 mandates widespread market rate housing sprawl and completely disregards the long-held collaborative planning framework set forth by the GMA while creating yet another unexpected multi-year planning exercise for Washington cities.

### **In Closing**

As we always have been, the City of Mercer Island remains committed to sustainable and effective growth management, both for our community and our region. We understand that there is a lack of housing at all levels, and we are committed to working on solutions to address this issue. These efforts are best done at the local level and in collaboration with regional and statewide stakeholders, under the guidance of the Growth Management Act—a comprehensive planning framework. Washington is a diverse state, in many ways, and a one size fits all mandate is simply unlikely to yield positive results for Washingtonians.

Sincerely,

Salim Nice  
Mayor

CC Mercer Island City Council

## 2023 State Legislative Priorities (Text Version – Revised 2/7/23)

### Funding for Operations, Basic Infrastructure, and Capital Projects

The City supports legislation that provides funding to support city operations and to help cities finance basic infrastructure such as water, sewer, stormwater, parks, transportation, and green infrastructure projects. Priorities include:

- a. Fully funding the **Public Works Assistance Account** and refraining from fund transfers or diversions.
- b. Supporting the once in a generation **\$7.5 million Luther Burbank Park Waterfront and Dock Replacement Project** by fully funding the following grant programs:
  - *Washington Wildlife and Recreation Program (WWRP) Water Access grant*: \$1.5 million funding request, project is ranked 7 out of 10.
  - *Boating Facilities Program (BFP)*: \$1 million funding request, application is in process.
  - *Aquatic Lands Enhancement Account (ALEA) grant*: \$500,000, project is ranked 2 out of 4.
- c. Supporting the **\$2 million Luther Burbank Park Boiler Building Renovation Project** by fully funding the Heritage Capital Grant Program: \$500,000 funding request, project ranked 22 out of 30.

### Support for Mental and Behavioral Health Services

The City is committed to providing access to quality mental and behavioral health services through the Youth & Family Services Department. Continued state funding is needed to help communities provide options for individuals suffering from behavioral health issues. Priorities include:

- **Funding to expand and enhance community-based behavioral health services**, including mental health, substance use disorder, and dual diagnosis treatment facilities.
- Supporting resources for **certification and training to increase the number of behavioral health professionals** available to the community.

### Policing for a Safe Mercer Island

The City encourages legislation and resources to ensure a safe community for residents, businesses, and visitors. Priorities include:

- Supporting **clarification around the ability for law enforcement to conduct effective and safe vehicle pursuits** using a reasonable suspicion standard in specific circumstances when there is an immediate threat to public safety.
- Requesting **clarification around the crime of possessing a controlled substance** so that individuals, law enforcement, and treatment providers can respond appropriately.
- The City of Mercer Island State-certified Marine Patrol Unit was founded in 1982 and

provides marine patrol services to Medina, Bellevue, Renton, Yarrow Point, and Hunts Point for their water-based services with just three vessels. Two of the vessels are near the end of their useful life and the City is **seeking funding for the \$1.1 million in estimated replacement costs.**

### **Support for Housing Availability**

The City supports a proactive, collaborative, and flexible approach that creates new tools, incentives, and revenues that cities can use to help increase housing supply and address affordability. Priorities include:

- The City supports **solutions that enhance already successful state and regional programs** such as *A Regional Coalition for Housing (ARCH)*, serving cities in east King County since 1992.
- The City encourages the legislature to **review the impacts of E2SHB 1220 in collaboration with local jurisdictions** to ensure the legislation will produce housing for all income levels.

### **Preserving and Protecting the Environment**

**It is essential to preserve and protect the environment today and for future generations with equity in mind.** The City encourages legislation, partnerships, and funding that incentivizes and supports clean energy, carbon reduction and the implementation of potential climate action plan programs, including but not limited to heat pump adoption and electric vehicle charging infrastructure.





Item 13.

# AB 6220: Legislative Update



# Agenda

- Legislative Session overview
- Mercer Island's Legislative Priorities
- Overview of bills we're tracking

# 2023 Legislative Session Timeline

- January 9th: First day of session
- February 17: Last day to pass out of committee, except finance/budget bills
- March 8: Last day to pass house of origin
- April 4: Last day to pass out of committee of opposite chamber
- April 12: Last day to pass out of opposite chamber, except budget
- April 23: Last day for regular session

# 2023 Legislative Priorities

- Adopted in November 2022.
- Lobbyist team hired to support the City's efforts.
- Each priority relates to a category of bills we are tracking.
- Staff requesting amendment to legislative priorities to include the word "operations" in the funding category. Allows for advocacy for bills that will provide resources or grants to support City operations.

## 2023 Legislative Priorities Summary

- Funding for Operations, Basic Infrastructure, and Capital Projects
- Support for Mental & Behavioral Health Services
- Policing for a Safe Mercer Island
- Support for Housing Availability
- Preserving & Protecting the Environment





# Capital Budget Requests

- The City has grants ranked in several categories:
  - Aquatic Lands Enhancement Act
    - \$500,000
  - WA Wildlife & Recreation Program
    - \$1.5 million
  - Heritage Capital Grant Program
    - \$500,000
- Passage of the Governor's Budget will fully fund these requests.
- Budget consideration expected in March.

# Police Bills

- Pursuit bills
  - **HB 1636**. Reintroduces 'reasonable suspicion standard.'
- Blake "fix" bills
  - **HB 1612/SB 5467**. Makes drug possession a gross misdemeanor with a focus on directing offenders to treatment.
  - **SB 5536**. Makes drug possession a gross misdemeanor with an emphasis on pretrial diversion. Makes treatment facilities essential public facilities for siting and permitting processes.
- Tracking; no action at this time.





## Marine Patrol

- Request through Rep. Senn to help fund replacement of Marine Patrol vessels as they age and fail.
- City has received letters of support from Medina, Renton, Hunts Point and Yarrow Point.
- City continues to strongly advocate with partners; consideration of request will occur at the end of February.

# Property Tax Cap for Local Governments

- **HB 1670** proposes to revise the property tax cap for local governments to account for inflation and population growth up to three percent.
- Timeline for committee hearing not known.
- Tracking; no action at this time.

# Public Works Assistance Account

- **SB 5303** proposes to create a revolving account for funding low interest infrastructure loans.
- Passage would require a constitutional amendment before the voters in November 2024, as measure creates new state financial account.
- The City is supporting this bill and will continue to advocate for it in Olympia.

# Housing Bills (Permitting)

- There are many bills that will change how we process permits.
- Examples of bills we are tracking:
  - **HB 1026**: Eliminating design review boards for residential development
  - **HB 1296/SB 5290**: Consolidating and streamlining local permit review process
  - **HB 1293**: Streamlining development regulations through creating certain exemptions to SEPA
- Many of these bills are poised to pass.
- We are advocating to improve technical accuracy, change implementation timelines, and make sure bills do not contradict each other.

# Housing Bills (Zoning, Land Use)

- Numerous bills to track related to:
  - Transit-oriented development (**SB 5466**)
  - Change to single-family zones (**HB 1110**)
  - ADUs (**HB 1337**)
  - Lot Splitting (**HB 1245**)
- Significant issues identified in these bills related to restrictions on ability to require parking. City is aligned with AWC on removing or modifying these provisions.
- City Council to consider letter opposing HB 1110 this evening.

# HB 1110 Overview

- If approved as currently amended:
  - Mercer Island is in the highest tier for potential development.
  - Authorizes four units on all residential lots on Mercer Island, or up to six units if two are affordable
  - Authorizes the development of up to six units within one half-mile of a major transit stop or community amenity (schools or public parks)
  - Prohibits city from requiring off-street parking for units built within one half-mile of a transit stop
- HB 1110 does not:
  - Provide funding for needed infrastructure to support additional housing.
  - Tie back to HB 1220 (2021), mandating that cities plan for and accommodate affordable housing across a range of income bands.



# Draft Letter on HB 1110

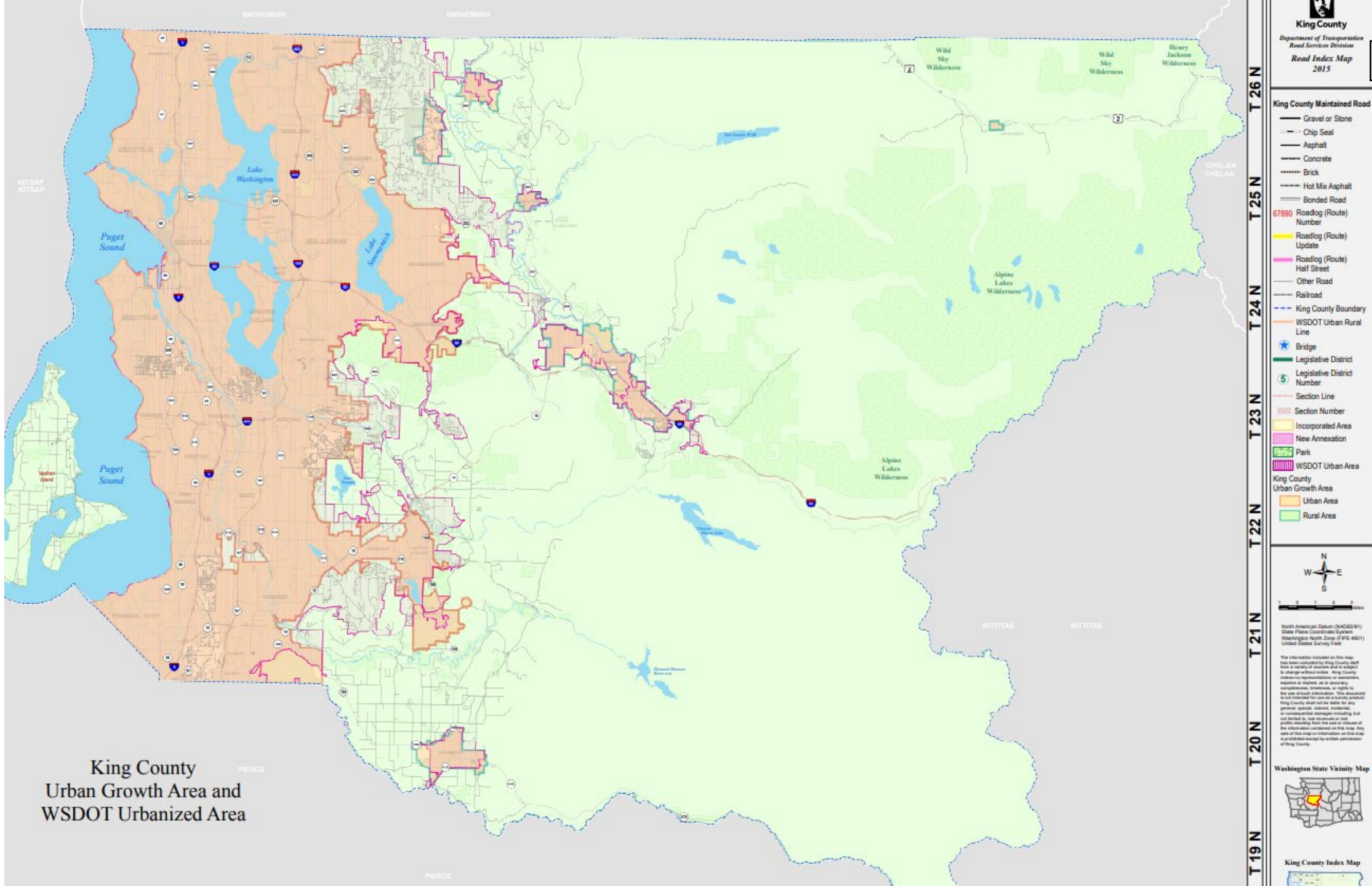
- City staff in consultation with City Council leadership and lobbyists drafted letter opposing HB 1110.
- An amended HB 1110 was dropped yesterday afternoon. City staff revised the draft letter to align with the proposed amendment and updated the letter in your packet.
- Seeking City Council approval tonight authorizing the Mayor to sign the letter to Representative Senn and Representative Thai, opposing HB 1110.
- Upon approval, staff will finalize and share the letter with City's lobbyists, state legislators, AWC, and others.

# Recommended Motions

1. Approve letter of opposition to HB1110, regarding increasing middle housing in areas traditionally dedicated to single-family detached housing, substantially in the form attached as Exhibit 2.
2. Adopt the revised 2023 State Legislative Priorities as presented in Exhibit 3.

# Appendix

King County  
Urban Growth Area and  
WSDOT Urbanized Area





# 2023 PLANNING SCHEDULE

Item 14.

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

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

FEBRUARY 21, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		2/10	2/13	2/13	2/14	2/14
ITEM TYPE   TIME   TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
15	AB xxxx: Public hearing and first reading of Ordinance No. 23C-xx (renews Ordinance No. 21C-23) on interim regulations in MICC 19.16.010 related to emergency shelters and housing, transitional housing, and permanent supportive housing in response to E2SHB 1220			Jeff Thomas/Alison Van Gorp		
CONSENT AGENDA						
--	AB xxxx: February 10, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Rare Disease Day Proclamation No. xxx			Mayor Nice/Andrea Larson		
--	AB 6222: Acceptance of WSU/Dept Commerce Energy Efficiency Grant (Heat Pump Campaign) (placeholder)			Jason Kintner/Ross Freeman		
--	AB XXXX : Interlocal Agreement for Jail Services with King County			Scott Schroeder		
REGULAR BUSINESS						
30	AB 6210: Acceptance and Appropriation of the Department of Commerce GMA Update Grant / Comprehensive Plan Periodic Updates			Jeff Thomas/Alison Van Gorp		
10	AB 6215: Approve Revised City Council Rules of Procedure			Ali Spietz/Andrea Larson		
EXECUTIVE SESSION						

MARCH 7, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		2/24	2/27	2/27	2/28	2/28
ITEM TYPE   TIME   TOPIC				STAFF		
STUDY SESSION						
	NO STUDY SESSION THIS NIGHT					
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: February 24, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Sewer Pump Station 23 & 25 Generator Replacement (SU0109) Bid Award			Jason Kintner/Alaine Sommargren/Allen Hunter		
--	AB xxxx: Second reading of Ordinance No. 23C-xx (renews Ordinance No. 21C-23) on interim regulations in MICC 19.16.010 related to emergency shelters and housing, transitional housing, and permanent supportive housing in response to E2SHB 1220			Jeff Thomas/Alison Van Gorp		
--	AB xxxx Open Space Conservancy Trust 2022 Annual Report to City Council and 2023 Work Plan			Jason Kintner/Alaine Sommargren/ Sam Harb		

--	AB xxxx Basin 61 Sewer Upsizing (SU0170) Bid Award	Jason Kintner/Clint Morris/George Fletcher	Item 14.
<b>REGULAR BUSINESS</b>			
60	AB xxxx: Climate Action Plan: Review Draft Document	Jason Kintner/Ross Freeman	
20	AB xxxx: Bike Skills Area Design (placeholder)	Jason Kintner/ Sarah Bluvus	
<b>EXECUTIVE SESSION</b>			

MARCH 21, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		3/10	3/13	3/13	3/14	3/14
ITEM TYPE   TIME   TOPIC				STAFF		
STUDY SESSION						
30	AB xxxx: King County Waste Tipping Fee Increase (placeholder)			Jason Kintner/Ross Freeman		
30	AB xxxx: Mobile Integrated Health Program Update			Ali Spietz/Tambi Cork/DC Doug McDonald		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: March 10, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Climate Action Plan: Final Adoption (placeholder; or April 4)			Jason Kintner/Ross Freeman		
REGULAR BUSINESS						
90	AB xxxx: Town Center Parking Study – Review Draft Report			Sarah Bluvus/Jason Kintner/ Jeff Thomas/Ed Holmes/Mike Seifert		
EXECUTIVE SESSION						

APRIL 4, 2023			DD	FN	CA	Clerk	CM
ABSENCES:			3/24	3/27	3/27	3/28	3/28
ITEM TYPE   TIME   TOPIC					STAFF		
STUDY SESSION							
60	AB xxxx: Police Department Annual Report				Ed Holmes		
SPECIAL BUSINESS							
CONSENT AGENDA							
--	AB xxxx: March 24, 2023 Payroll Certification				Ali Spietz/Nicole Vannatter		
--	AB xxxx: Autism Acceptance Month, Proclamation No. xxx				Mayor Nice/ Andrea Larson		
--	AB xxxx: Climate Action Plan: Final Adoption (alternative to Mar 21)				Jason Kintner/Ross Freeman		
--	AB xxxx: Sexual Assault Awareness Month, Proclamation No. xxx				Mayor Nice/Andrea Larson		
REGULAR BUSINESS							

**EXECUTIVE SESSION****APRIL 18, 2023**

ABSENCES:

**DD**  
**4/7****FN**  
**4/10****CA**  
**4/10****Clerk**  
**4/11****CM**  
**4/11****ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION****SPECIAL BUSINESS****CONSENT AGENDA**

--	AB xxxx: April 7, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Earth Day Proclamation No. xxx	Jason Kintner/Ross Freeman
--	AB xxxx: Town Center Parking Study Final Report Adoption	Sarah Bluvus/Jason Kintner/ Jeff Thomas/Ed Holmes/Mike Seifert

**REGULAR BUSINESS**

30	AB xxxx: Financial Status Update: FY 2022 Year-End and Budget Amending Ordinance (Ord. No. 23-xx)	Matt Mornick/Ben Schumacher
30	AB xxxx: Ordinance amending the Mercer Island City Code Title 17, Construction Codes to implement the 2021 Amendments to the State Building Code (First Reading Ord. No. 23C-xx)	Jeff Thomas/Don Cole/Jeromy Hicks

**EXECUTIVE SESSION****MAY 2, 2023**

ABSENCES:

**DD**  
**4/21****FN**  
**4/24****CA**  
**4/24****Clerk**  
**4/25****CM**  
**4/25****ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION****SPECIAL BUSINESS****CONSENT AGENDA**

--	AB xxxx: April 21, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Affordable Housing Week (Proclamation No. xxx)	Mayor Nice/Andrea Larson/Alison Van Gorp
--	AB xxxx: Ordinance amending the Mercer Island City Code Title 17, Construction Codes to implement the 2021 Amendments to the State Building Code (Second Reading Ord. No. 23C-xx)	Jeff Thomas/Don Cole/Jeromy Hicks

**REGULAR BUSINESS**

60	AB xxxx: 2024-2029 Six-Year Transportation Improvement Program (TIP) Review (Public Hearing)	Jason Kintner/Patrick Yamashita/Lia Klein
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**EXECUTIVE SESSION**