



CITY OF MERCER ISLAND

CITY COUNCIL SPECIAL HYBRID MEETING

Tuesday, June 20, 2023 at 5:00 PM

MERCER ISLAND CITY COUNCIL:

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

LOCATION & CONTACT:

Mercer Island Community & Event Center and via Zoom
8236 SE 24th Street | Mercer Island, WA 98040
206.275.7793 | www.mercerisland.gov

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

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

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

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

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

Join by Telephone at 5:00 PM (Appearances will start sometime after 5:30 PM): To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **895 3069 2702** and Password **730224** if prompted.

Join by Internet at 5:00 PM (Appearances will start sometime after 5:30 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 **895 3069 2702**; Enter Password **730224**
- 4) The City Clerk will call on you by name or refer to your email address when it is your turn to speak. Please confirm that your audio works prior to participating.

Join in person at Mercer Island Community & Event Center at 5:00 PM (Appearances will start sometime after 5:30 PM):
8236 SE 24th Street, Mercer Island, WA 98040

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

MEETING AGENDA - REVISED

CALL TO ORDER & ROLL CALL, 5 PM

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

STUDY SESSION

1. AB 6287: Financial Management Software Implementation Update – Moved from Regular Business to Study Session 6/14/23

Recommended Action: Receive report; no action necessary.

CITY MANAGER REPORT

APPEARANCES

(This is the opportunity for anyone to speak to the City Council on any item. As it is election season, however, please be reminded that state law (specifically, RCW 42.17A.555) prohibits the use of City facilities for campaign-related purposes with limited exceptions. Accordingly, please do not make campaign-related comments during this time.)

CONSENT AGENDA

2. AB 6288: June 2, 2023 Payroll Certification

Recommended Action: Approve the June 2, 2023 Payroll Certification (Exhibit 1) in the amount of \$1,032,589.07 and authorize the Mayor to sign the certification on behalf of the entire City Council.

3. Certification of Claims:

A. Check Register | 216024-216152 | 6/9/2023 | \$1,261,248.29

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.

4. City Council Meeting Minutes of June 6, 2023 Special Hybrid Meeting

Recommended Action: Approve the minutes of the June 6, 2023 Special Hybrid Meeting

5. AB 6286: Renew 2024-2026 Interlocal Cooperation Agreement with King County Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program Consortia

Recommended Action: Authorize the automatic 2024-2026 renewal of the Interlocal Cooperation Agreement with King County for the Community Development Block Grant Consortium and the HOME Investment Partnerships Program Consortium.

REGULAR BUSINESS

6. AB 6285: Adoption of Interim Outdoor Dining Regulations (Ordinance No. 23C-09)

Recommended Action: Adopt, at first reading under City Council Rules of Procedures 6.3(C)(3), Ordinance No. 23C-09 on interim regulations in MICC 19.11.060 related to outdoor dining and schedule a public hearing for July 18, 2023.

OTHER BUSINESS

7. Planning Schedule

8. Councilmember Absences & Reports

EXECUTIVE SESSION (60 Minutes)

9. Collective Bargaining – Moved to end of meeting 6/14/23

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)

Pending or Potential Litigation – Added 6/16/23

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

~~Performance of a Public Employee – Removed 6/16/2023~~

~~Executive Session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).~~

The City Council will reconvene in Open Session after Executive Session to take action on matters discussed during Executive Session. – Added 6/16/23

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6287
June 20, 2023
Study Session

AGENDA BILL INFORMATION

TITLE:	AB 6287: Financial Management Software Implementation Update	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive report; no action necessary.	

DEPARTMENT:	Finance
STAFF:	Matt Mornick, Finance Director Gracie Liu, Financial Systems Analyst Ben Schumacher, Financial Analyst Jennifer Peterson, Accounting Specialist
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

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

EXECUTIVE SUMMARY

This agenda bill provides an update to the City Council on efforts to replace the City's financial management software system. Specifically, the remaining timeline for this multiyear project, implementation goals, and anticipated efficiencies resulting from modern and integrated financial management software.

- At the February 1, 2022, City Council meeting staff presented an organizational needs assessment, the request for proposals (RFP), and vetting process used for a new enterprise-wide financial management software. Staff recommended Tyler Technologies to replace OneSolution, answered Council's questions, and discussed next steps to negotiate a vendor agreement (see [AB 6007](#)).
- On March 1, 2022, the City Council appropriated financial resources to fund the new financial management software referred to as Enterprise ERP (see [AB 6031](#)), formerly known as Tyler Munis.
- In September 2022, the City entered into a professional service agreement with Tyler Technologies. The phased software implementation began in November 2022.

Seven months into the project, implementation efforts are on track. Core financials including the General Ledger, Budget, Purchasing, and Accounts Payable software modules are scheduled to go live in Q1 2024, with additional modules scheduled to go live in Q4 2024 (e.g., web-based business and occupation (B&O) tax collection module).

BACKGROUND

Project Origin

In the 2021-2022 biennial budget work plan, staff identified the need to replace or upgrade the City's financial management software system. OneSolution – the current financial management software system – was purchased by the City in 1997. The version currently in use was last updated in 2009. Although still functional, the current software does not integrate with other software used in the City, requires significant manual data entry, and is no longer supported by the current owner, Central Square.

Due to the availability and quality of other public sector financial management systems, the significant costs associated with upgrading the existing software, and risk and efficiency concerns inherent in the current systems that are not integrated, staff pursued an open competitive process.

In March 2021, staff completed an organization needs assessment that served as the basis for an RFP process to upgrade or replace the City's current financial management software (see [AB 6007](#)). The City issued RFP #21-37 in early August 2021. The RFP incorporated best practices outlined by Government Finance Officers Association (GFOA) to encourage complete and comparable responses from different software vendors.

The RFP cited over 1,300 functional and technical requirements based on the Needs Assessment in conjunction with input from staff from every City department. In September, three responses to the RFP were received from Central Square, Tyler Technologies, Inc., and Rock-Solid ERP.

An interdepartmental evaluation team reviewed the RFP responses based on the vendors proposed solution functionality, corporate experience, project plan/implementation schedule, staffing and organization, and overall cost. After in-depth scripted software demonstrations, rounds of follow-up discussion, and reference calls to peer cities, Tyler Technologies emerged as the recommended vendor.

On March 1, 2022, the City Council appropriated financial resources to acquire and implement new financial management software referred to as Enterprise ERP (see [AB 6031](#)), formerly known as Tyler Munis. In May 2022, the City successfully recruited for and filled the newly created Financial Systems Analyst position, the person responsible for overseeing the software implementation project and the successful maintenance and ongoing use of the new financial management software.

After negotiating the suite of software modules and associated terms and conditions in the contract, the City entered into an agreement with Tyler Technologies Inc. in September 2022. The phased software implementation began late November 2022, following the conclusion of the 2023-2024 biennial budget process.

In February 2023, staff recruited for and filled a limited-term accounting position in the Finance Department. The position has onboarded and absorbed a suite of responsibilities to support the City's day-to-day financial operations while members of the core project team – including five staff from the Finance Department – commit significant time to the new financial management software implementation project.

Software Module Implementation

Work to fully configure and deploy Enterprise ERP entails grouping together software modules or core business processes being phased into production on the new system while progressively going live with additional modules as the implementation progresses and a foundation has been established.

The phased approach is common among local governments of similar size and project scope. This typically involves going live on core financials including the General Ledger, Budget, Purchasing, and Accounts Payable first, followed by other modules including software to process payments for City services and a module to construct a web-based portal to collect B&O taxes. Timing for the phased implementation is outlined below.

IMPLEMENTATION PHASE	2022			2023												2024											
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1 - Core Financials																											
1A - Tyler Payments																											
2 - Web-based B&O Tax Collection																											

ISSUE/DISCUSSION

Enterprise ERP System Modules

Enterprise ERP is made up of different software subsystems – referred to as modules – designed to work together and facilitate different tasks associated with managing the City’s day-to-day finances.

In total, the project team will work to configure, deploy, and train City staff to use 16 different software modules: 14 in Phase 1 that make-up core financials and system-wide modules to manage all documents and forms as well as power data analytics and financial reporting. In Phase 1A, one module will be rolled out to accept payments both online and over the counter for bills, fees, and service payments. The final project phase, Phase 2, includes developing a customized module that powers a web-based platform to accept business and occupation (B&O) tax payments, replacing the current manual paper-based equivalent.

In general, to complete each project phase the project team works through four stages.

1. **Current & Future State Analysis.** The project team first establishes a high-level understanding of each module’s capabilities. Staff then evaluate options for working in the new software, current business processes, and how business workflows can be improved upon in the new software.
2. **Module Configuration & Refinement.** The software vendor and the project team install each software module on the City’s servers. The module is tested, then iteratively refined based on the desired setup and workflow outcomes.
3. **Data Conversion.** The purpose of this task is to transition the City’s financial data from legacy systems to Enterprise ERP. The data is first mapped from the legacy system into the new format, then reconciled and transferred to Enterprise ERP.
4. **System Validation.** Once installed, configured, and populated with verified data, each software module is tested and approved to ensure it is working as expected.

Foundational Project Components

Most of these software modules are powered by a standard exchange to share common data within the Enterprise ERP system and with third-party software used elsewhere in the City. For example, the City uses distinct software tools to manage customer information and transactions related to parks and recreation programs and events, development and construction permits, utility billing, and court fees, to name a few.

In total, the City uses 16 different third-party software systems. To varying degrees, each third-party system requires developing an interface to exchange information on a daily basis with Enterprise ERP. This is a core

component of the overall project and will result in new efficiencies, quicker analyses, and service improvements to the public.

In addition to software interfaces, establishing a system to manage user permissions and information access, a comprehensive training plan to equip staff to make full use of the new software tools, and an updated Chart of Accounts (COA) are all foundational components to the project's overall success.

Put simply, the COA is the map staff use to track every unique City revenue, expenditure, asset, and liability overtime. Guided by the Washington State Budgeting, Accounting, and Reporting System (BARS) and the rules that outline how local governments in Washington must manage their finances using the same accounting standards, the Mercer Island project team spent two months developing a new COA. The new accounting framework simplifies internal tracking, cleans up unused legacy information, and improves biennial budgeting and the tracking of resources and liabilities overtime.

New Capabilities and Efficiencies

Upgrading to new financial management software positions the City to improve day-to-day operations, how staff use their time, and the kind and timeliness of information that can be shared. This new investment positions staff to do more value-oriented analytical work by freeing up time spent on transactional processing and data entry. Below are some examples of process improvements the project team is working towards implementing once the core financial modules go live.

ACCOUNTS PAYABLE

The current City process to pay for goods and services is outdated. Electronic invoices are stored outside the City's financial software, often in multiple locations. Paper invoices are manually scanned and stored, resulting in a significant use of staff time.

Enterprise ERP has a centralized database with a fully digital process to pay for goods and services. All invoices are accessible to staff from within the financial management software's database, eliminating the need for paper invoice storage or digital storage outside the software. It simplifies the invoicing process and gives staff centralized and easy access to essential information. This efficiency will change current processes, especially when considering paper checks and 1099-forms.

The current financial software requires the City to make all payments via paper check. This requires staff to print, fold, and mail hundreds of checks on a weekly basis. With Enterprise ERP, payments will be processed via Automated Clearing House (ACH), eventually phasing out paper checks entirely. This reduces the risk of fraud and improves the overall use of staff resources.

Second, OneSolution does not have the ability to print 1099 (tax) forms. This information is currently downloaded and manually entered into a third-party website. With Enterprise ERP, the City will no longer need the third-party software, saving money, staff time, and improving overall data security.

PROJECT MANAGEMENT

The project ledger (PL) module in Enterprise ERP offers new ways to manage projects associated with the City's Capital Improvement Program (CIP). With PL, capital project managers can create greater specificity for data tracking purposes when defining budget estimates, tracking budget actuals, and managing project phases all within the software itself. Capital project managers from every department will be trained to use

the PL as a centralized project database for the entire life cycle of a project, which creates two new efficiencies.

First, it eliminates the need for independent Excel spreadsheets to create and track capital project activity (e.g., phases, milestones, budget, etc.). With a centralized functional database for capital projects, PL eliminates the need for staff to enter financial data multiple times.

Second, because capital project data will now live in a centralized location, it enables a greater variety of reporting capabilities against data that was previously unavailable or unfeasible for staff to produce. For example, because a project's "phase" is now a data field in the new financial system staff can filter their projects based on what part of the life cycle they are currently in. This ease of access to data related to workflow will simplify communication between staff at all levels.

FINANCIAL REPORTING

Enterprise ERP provides powerful reporting tools that will fundamentally change the kind and timeliness of information the City can access. Information pulled from the current financial management software is entirely based on predetermined reports established in 2009 and 2010. These reports processed from the software require significant reformatting, making it difficult to access and analyze data.

For example, two tables in the quarterly financial status update previously required finance staff to run 60 different OneSolution reports. Each report had to be reformatted and processed so the data could be analyzed. The total time associated with this task was 2-3 days, repeated with every quarterly status update presented to the City Council.

With the new software, staff can leverage the Tyler Reporting Service (TRS) to directly query financial data from the database and build customized financial status reports. This one-time effort results in a customized report that takes one minute to process. The result – staff will save 9 to 12 days annually in preparing the City Council quarterly financial status update.

Tyler Reporting Service equips staff throughout the City to design reports unique to each department or for a desired reporting outcome. With training and proper permission configuration, staff will learn to design reports that meet their department's specific needs, as well as those for the City Council, pulling real-time data out of the database efficiently and effectively.

Overall, the new financial management software will springboard efforts to improve business processes and enhance the City's overall customer experience, for both internal and external customers, particularly as staff become more adept with using the systems' tools.

NEXT STEPS

The overall implementation project is currently on track. The core project team has completed 12 of the 16 Enterprise ERP software module orientations and current and future state analyses. Work on the remaining four current and future state analyses is nearly complete.

Earlier this month the staff team began to build the security permissions framework, also known as the role-based access control framework. This guides how City staff are granted access to the information necessary to effectively perform their job duties.

In July, the project team will begin work with the software vendor to install and configure each software module on the City's servers. This is an iterative process that requires time to fine tune software settings and conduct quality assurance tests, ensuring each module has the desired setup and intended workflow outcomes.

The conversion process for current and historical financial data from OneSolution will also begin in July. This undertaking will parallel efforts to create an interface so each third-party business software can exchange information daily with Enterprise ERP.

IMPLEMENTATION PHASE 1	2022			2023												2024											
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Current & Future State Analysis																											
Configuration & Refinement																											
System Validation																											

REMAINING FOUNDATIONAL WORK ITEMS (PHASE 1)	2022			2023												2024											
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Data Conversion																											
Role Based Access Control																											
System Integration																											
Staff Training																											

Once Enterprise ERP is fully installed, integrated with the City's various business systems, and populated with verified current and historic data, each software module will go through a series of quality assurance tests to ensure it is working as expected while staff undergo a comprehensive training curriculum to use the new software.

Core financials including the General Ledger, Budget, Purchasing, and Accounts Payable software modules are scheduled to go live in Q1 2024, with the Tyler payments and web-based business and occupation (B&O) tax collection module scheduled to go live in Q4 2024.

Once the software is fully implemented, a future project phase could entail layering onto the new financial management software a public-facing financial data platform. These web-based reporting tools would require time and resources to create and maintain and could increase transparency in financial reporting and equip the City with new tools to engage the community.

RECOMMENDED ACTION

Receive report; no action necessary.

AB 6287

Financial Management Software Implementation Update

June 20, 2023

Item 1.



Agenda

Item 1.

- ❑ Project Origin & Timeline
- ❑ Project Approach and Status
- ❑ New Efficiencies with Enterprise ERP
- ❑ Schedule, Next Steps, and Questions

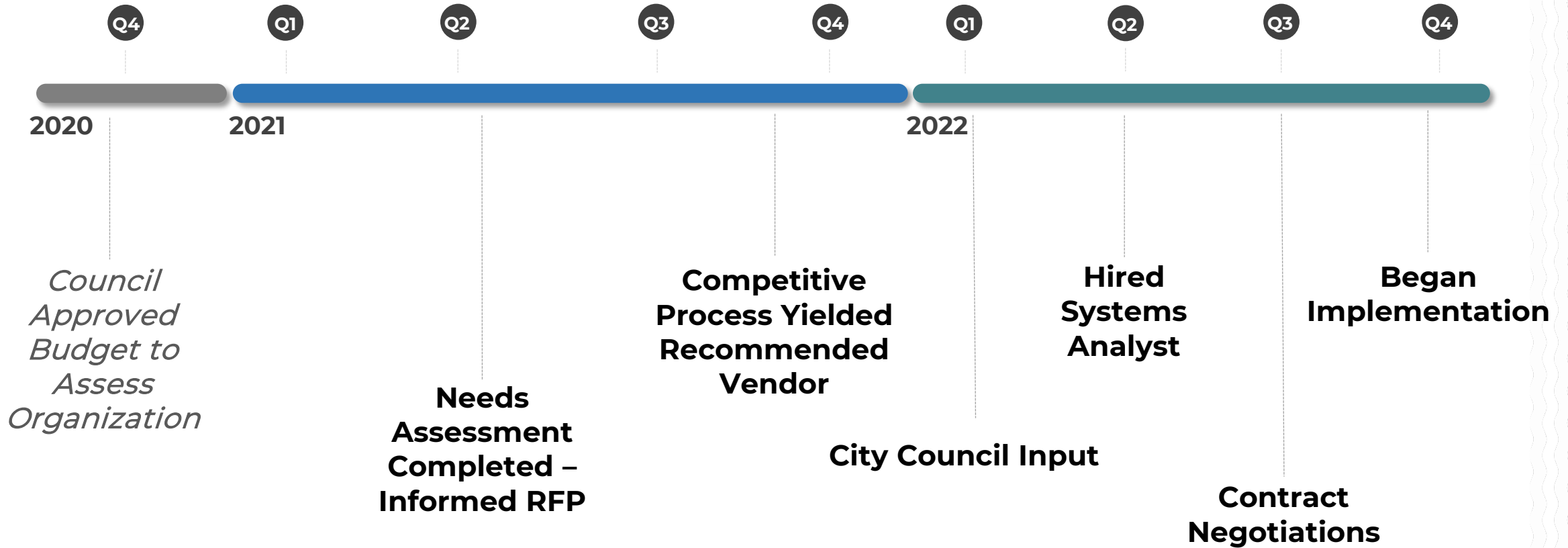
What is ERP Software?

Item 1.

- ❑ Enterprise resource planning – or financial management software – is management of the City's financial processes.
 - ❑ Tracking the budget, collecting taxes, paying bills, etc.
- ❑ Staff use the software to collect, store, manage, and interpret data from all the City's financial activities.
- ❑ The City's current ERP is One Solution by Central Square.

Project Origin

Item 1.



Project Approach

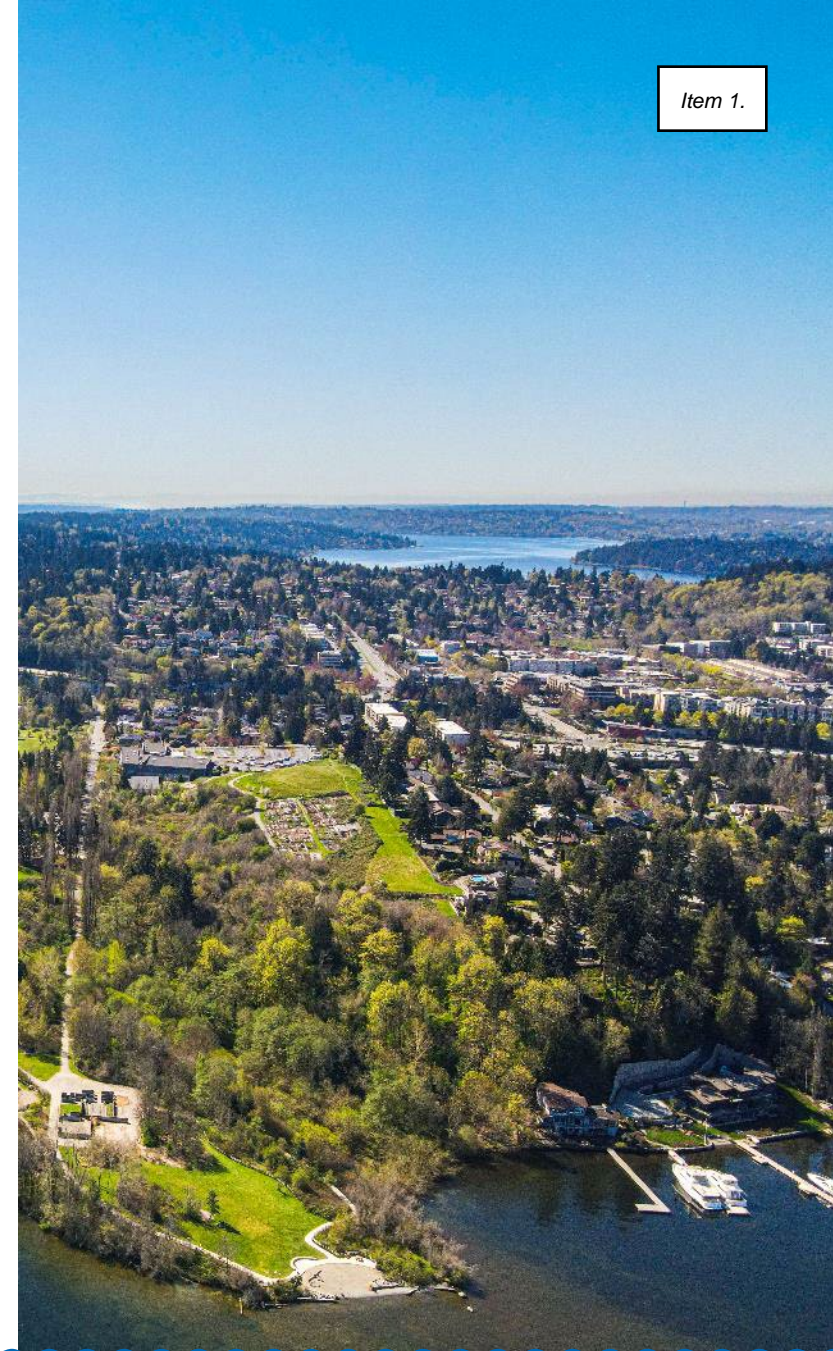
Item 1.

- ❑ Seven months into the project, work is on track.
- ❑ Three-phase implementation, bulk of work in phase 1.
 - 1** Evaluate, configure, and test 14 'core financial' subsystems.
 - 1A** Evaluate, configure, and test the 'payments' subsystem.
 - 2** Customize and test web-based 'B&O tax collection' portal.

PROJECT PHASE	2023												2024											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
1 - Core Financials																								
1A - Tyler Payments																								
2 - Web-based B&O Tax Collection																								

Benefits with Enterprise ERP

Item 1.



Paying Bills

Item 1.

- ❑ Centralized database with fully digital processes.
- ❑ Eliminates paper invoice copies.
- ❑ Invoices stored digitally within software.



Paying Bills

Item 1.

- ❑ ACH (Automated Clearing House) will eventually replace paper checks.
- ❑ 100+ paper checks & postage eliminated every week.
 - ❑ More efficient use of staff time.
- ❑ 1099's processed in-house.
 - ❑ Centralized access to information.



Project Management

Item 1.

- ❑ Enterprise ERP offers entire suite for project management.
 - ❑ Mapping project activity across multiple years.
- ❑ Two distinct improvements.
 - ❑ Centralized project database.
 - ❑ Improved reporting capabilities.

Project Management

- ❑ Benefits of a centralized database.
 - ❑ Entire lifecycle in one place.
 - ❑ Data entry process.
 - ❑ Consistency.
 - ❑ Document tracking.

Project Management

Item 1.

Expanded reporting capabilities

Project Master

Project/Grant

Project/Grant *

Project ledger use only

Type

Title *

Short title

Major project

State ID #

Federal CFDA

Drawdown freq

Description

Justification

Department

Status

Project available budget

Percent Complete

Estimate to Complete

Create capital asset

Project fiscal range *

to

Projected date range *

to

Actual date range

to

Extension date

Obligation date

Last date to encumber

Number of Days

Original

Revised

Current Financial Reporting

- ❑ Less user-friendly.
- ❑ Significant reformatting required.

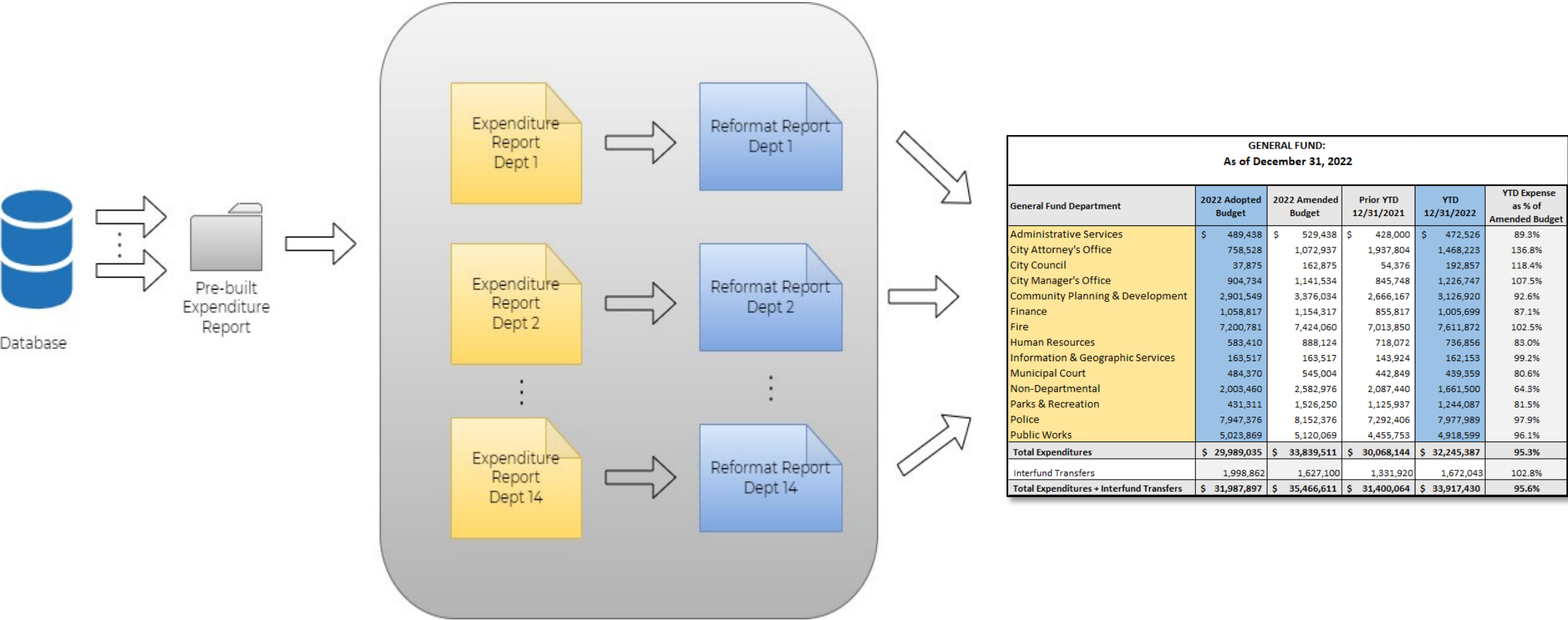
Ledger: GL Report Date: 12/31/2022		Budget to Actual Report <u>(with encumbrances)</u>			Period: 12 Budget Level: OB	
		Budget	Actual	Encumbrance	Budget Remaining	% Spent
AS1100	Administrative Services	529,438.00	472,526.16	340.00	56,571.84	89
Report Total:		529,438.00	472,526.16	340.00	56,571.84	89



	A	B	C	D	E	F	G	H	I	J	K	L	M
						Budget to Actual Report	(with encumbrances)	Actual	Encumbrance	Budget	Remaining	Budget Level:	Period:
1	Report Date:	Ledger:	12/31/2022	GL	Budget								
2	AS1100	Administrative Services	529,438.00	472,526.16	340	56,571.84		89					
3	Report Total:		529,438.00	472,526.16	340	56,571.84							

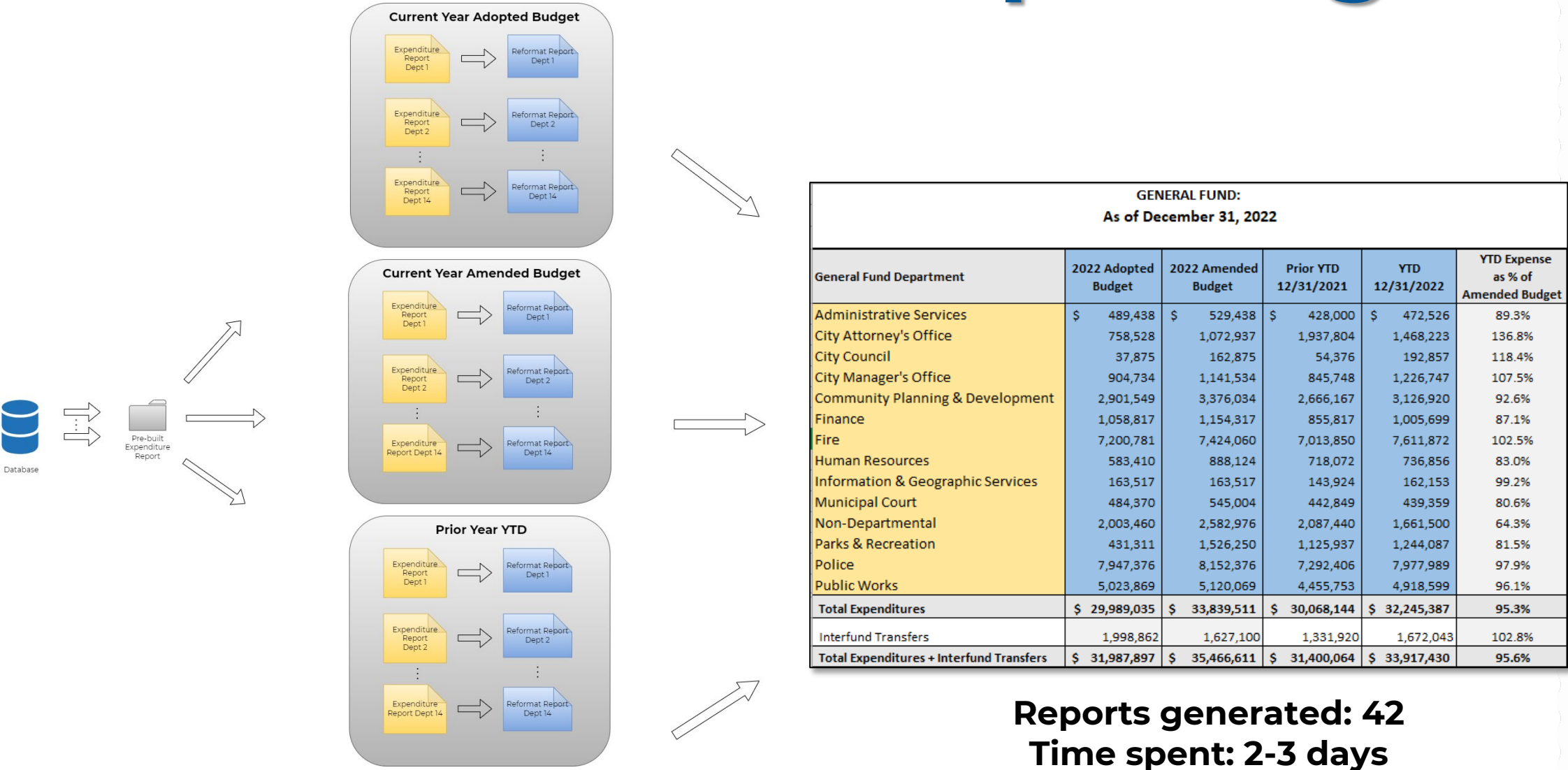
Current Financial Reporting

Item 1.



Current Financial Reporting

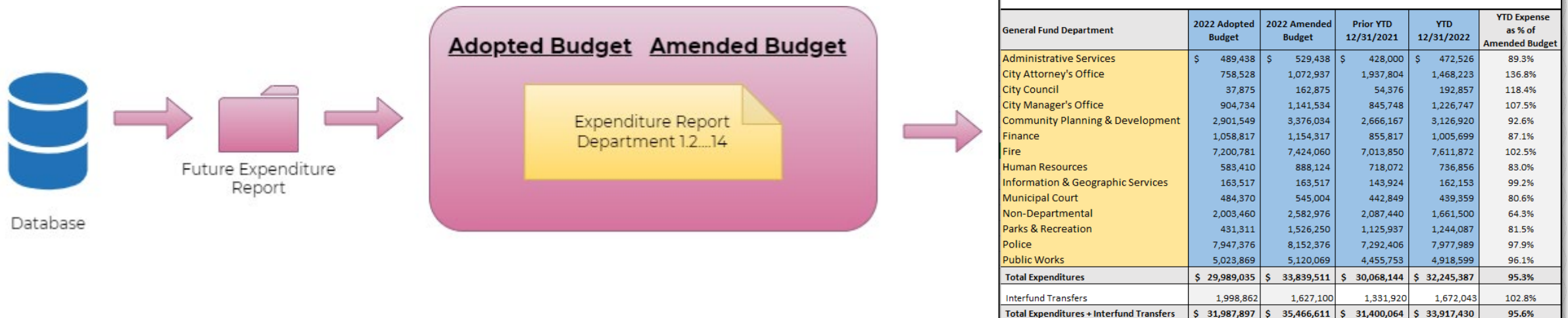
Item 1.



Future Financial Reporting

Item 1.

- ❑ Reduced number of database queries.
- ❑ Customized reports eliminate manual reformatting.



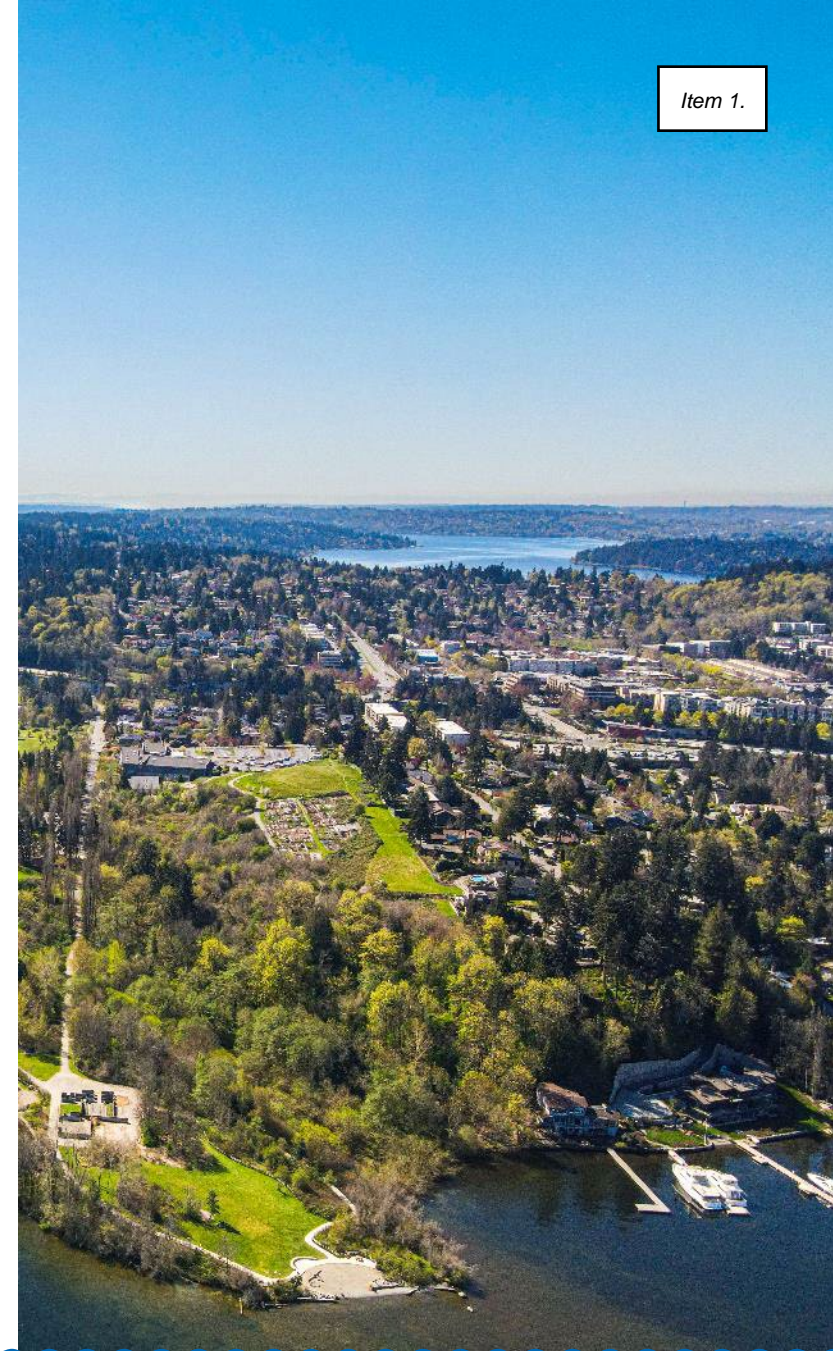
Reports generated: 1
Time spent: 1 minute

Future Financial Reporting

Item 1.

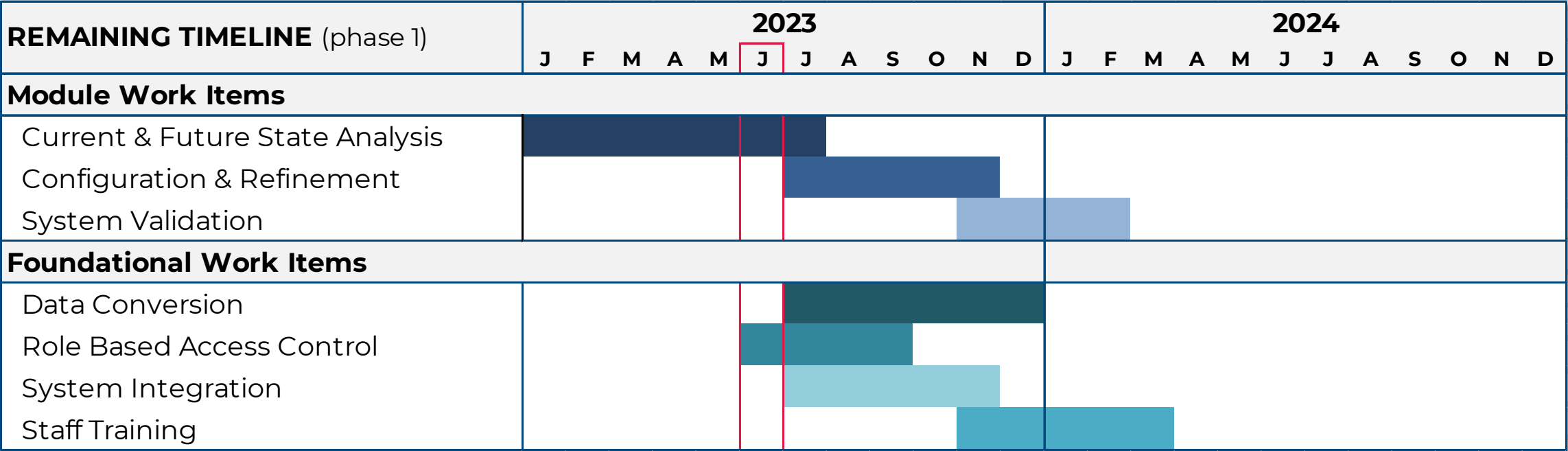
- ❑ Reduced total number of reports generated.
 - ❑ **42 vs 1**
- ❑ Reduced report processing time.
 - ❑ **Days vs Minutes**
- ❑ Report generating can be decentralized to each department.

Next Steps



Phase 1 Timeline

- Project team scheduled to return to Council Q1 2024.



Questions

Prepared By

Matt Mornick, Finance Director

Gracie Liu, Financial Systems Analyst

Ben Schumacher, Financial Analyst

Jennifer Peterson, Accounting Specialist



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6288
June 20, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6288: June 2, 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
RECOMMENDED ACTION:	Approve the June 2, 2023 Payroll Certification in the amount of \$1,032,589.07.	

DEPARTMENT:	Administrative Services
STAFF:	Ali Spietz, Chief of Administration Nicole Vannatter, Human Resources Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. June 2, 2023 Payroll Certification 2. FTE/LTE Counts
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This agenda bill is to approve the payroll certification for the City of Mercer Island for the period from May 13, 2023 through May 26, 2023 in the amount of \$1,032,589.07 (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:

Description	Amount
Leave cash outs for current employees	\$11,674.40
Leave cash outs for terminated employees	\$25,573.11
Service and recognition awards	\$5,634.58
Overtime earnings (see chart for overtime hours by department).	\$83,889.15
Total	\$126,771.24

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	2.00
Fire	744.50
Municipal Court	
Police	233.00
Public Works	122.25
Thrift Shop	
Youth & Family Services	3.00
Total Overtime Hours	1,104.75

NEXT STEPS

FTE/LTE COUNTS

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

Casual Labor

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

RECOMMENDED ACTION

Approve the June 2, 2023 Payroll Certification (Exhibit 1) in the amount of \$1,032,589.07 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION

Item 2.

PAYROLL PERIOD ENDING 05.26.2023
PAYROLL DATED 06.02.2023

Net Cash	\$	684,375.92
Net Voids/Manuals	\$	-
Net Total	\$	684,375.92
Federal Tax Deposit	\$	117,863.10
Social Security and Medicare Taxes	\$	62,342.71
Medicare Taxes Only (Fire Fighter Employees)	\$	2,801.48
State Tax (Oregon, Massachusetts and North Carolina)	\$	69.54
Family/Medical Leave Tax (Massachusetts)	\$	11.04
Public Employees' Retirement System (PERS Plan 2)	\$	30,020.04
Public Employees' Retirement System (PERS Plan 3)	\$	8,354.16
Public Employees' Retirement System (PERSJM)	\$	587.22
Public Safety Employees' Retirement System (PSERS)	\$	236.44
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	33,331.04
Regence & LEOFF Trust Medical Insurance Deductions	\$	13,933.82
Domestic Partner Medical Insurance Deductions	\$	1,488.77
Kaiser Medical Insurance Deductions	\$	1,029.29
Health Care - Flexible Spending Account Contributions	\$	1,864.24
Dependent Care - Flexible Spending Account Contributions	\$	1,538.48
ICMA Roth IRA Contributions	\$	666.23
ICMA 457 Deferred Compensation Contributions	\$	38,630.23
Fire Nationwide 457 Deferred Compensation Contributions	\$	18,686.62
Fire Nationwide Roth IRA Contributions	\$	3,141.87
ICMA 401K Deferred Compensation Contributions		
Garnishments (Chapter 13)	\$	1,024.33
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	217.50
AFSCME Union Dues		
Police Union Dues		
Fire Union Dues	\$	2,060.91
Fire Union Supplemental Dues	\$	162.00
Standard - Supplemental Life Insurance		
Unum - Long Term Care Insurance	\$	839.15
AFLAC - Supplemental Insurance Plans	\$	238.52
Coffee Club Dues	\$	136.00
Transportation - Flexible Spending Account Contributions		
Fire HRA-VEBA Contributions	\$	6,231.50
Miscellaneous		
GET		
Oregon Transit Tax and Oregon Benefit Tax	\$	0.89
Tax & Benefit Obligations Total	\$	348,213.15

TOTAL GROSS PAYROLL	\$ 1,032,589.07
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

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

FTE AND LTE COUNTS AS OF 5/26/2023

Full Time Equivalents (FTEs)	2023 Budgeted	2023 Actual
Administrative Services	15.00	14.00
City Attorney's Office	2.00	2.00
City Manager's Office	3.00	3.00
Community Planning & Development	18.00	18.00
Finance	9.00	7.00
Fire	31.50	29.50
Municipal Court	3.10	3.10
Police	37.50	37.50
Public Works	64.80	57.80
Recreation	10.25	10.25
Youth & Family Services	11.43	10.43
Thrift Shop	2.00	2.00
Total FTEs	207.58	194.58
Limited Term Equivalents (LTEs)	2023 Budgeted	2023 Actual
Administrative Services		1.00
City Manager's Office ¹	1.00	1.00
Community Planning & Development ²	1.00	
Finance	1.00	1.00
Public Works ³	4.00	4.75
Youth & Family Services	3.03	3.83
Thrift Shop	7.50	6.50
Total LTEs	17.53	18.08
Total FTEs & LTEs	225.11	212.67

FTE Vacancies:

- 1.0 Asset Mgmt Bus Systems Analyst
- 1.0 CIP Project Inspector
- 2.0 CIP Project Manager
- 1.0 Deputy Fire Chief (contracted out)
- 1.0 Financial Analyst
- 1.0 Fire Chief (contracted out)
- 1.0 Parks Maintenance Team Member
- 1.0 ROW/Stormwater Team Member
- 1.0 Sustainability Program Analyst
- 1.0 Systems Support Specialist
- 1.0 Utility Billing Customer Service Specialist
- 1.0 YFS Administrator

Footnotes:

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

CERTIFICATION OF CLAIMS

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



Finance Director

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

Mayor

Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	216024-216152	6/9/2023	\$1,261,248.29
			\$1,261,248.29

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0118290	00216078	CED INC	INVENTORY PURCHASES	2,074.28
P0118256	00216062	SUPPLY SOURCE INC,THE	INVENTORY PURCHASES	1,474.45
P0118289	00216128	PLATT ELECTRIC	INVENTORY PURCHASES	1,054.32
	00216139	TRAN, STEVE	REFUND OVERPAY 01080249003	793.79
	00216111	MARY JANE WHEBLE	REFUND OVERPAY 00626110003	499.23
P0118261	00216024	A.M. LEONARD INC	INVENTORY PURCHASES	509.18
	00216143	V. JAKUBIKOVA	REFUND OVERPAY 007442374	423.57
P0118262	00216035	GRAINGER	INVENTORY PURCHASES	309.80
	00216101	KENNEDY, PETER	REFUND OVERPAY 003911000	188.17
	00216093	HOCKBERG, WILLIAM	REFUND OVERPAY 00569600002	175.60
	00216074	BERG, DANIEL	REFUND OVERPAY 00440188003	147.85
	00216134	SKIDMORE, TINA	REFUND OVERPAY 00115840004	95.59
<i>Org Key: 814074 - Garnishments</i>				
	00216029	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	572.00
	00216055	P.S.C. INC.	PAYROLL EARLY WARRANTS	452.33
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00216051	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	217.50
<i>Org Key: AS1100 - Administrative Services</i>				
P0118159	00216144	VERIZON WIRELESS	VERIZON MAR 24- APR23 ANGIE AL	213.41
<i>Org Key: CA1100 - Administration (CA)</i>				
P0118292	00216048	Madrona Law Group, PPLC	Invoice #11925 Professional	23,294.00
P0118292	00216048	Madrona Law Group, PPLC	Invoice #11926 Professional	135.00
P0118292	00216048	Madrona Law Group, PPLC	Invoice #11924	135.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0118243	00216025	ADP, Inc.	Payroll Services INV 63331508	2,834.84
<i>Org Key: CO6100 - City Council</i>				
	00216123	NICE, SALIM	PRINTER TONER REPLACEMENT	346.33
<i>Org Key: CR1100 - Human Resources</i>				
P0117864	00216064	The Fearey Group Inc.	Invoice #March 2023-135	15,236.81
<i>Org Key: CT1100 - Municipal Court</i>				
P0118228	00216082	COMPLETE OFFICE	APRIL 2023 OFFICE SUPPLIES	24.76
<i>Org Key: DS1100 - Administration (DS)</i>				
P0118296	00216102	KING COUNTY FINANCE	QTR UPDATES-MAR, JUN, SEP, DEC	673.00
	00216042	KENNEY, JOHN A	ARBORIST RECERT	120.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0118276	00216034	GOVERNMENT FINANCE OFFICERS	GFOA Annual Dues	225.00
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	52.97
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	47.10
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	42.10
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	42.10
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0118336	00216091	HARRIS COMPUTER SYSTEMS	5 DAYS ONSITE IMPRESA TRAINING	1,761.60

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00216038	HARVEY, OLIVIA	MISC WORK CLOTHES	87.63
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	47.10
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	42.10
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0118336	00216091	HARRIS COMPUTER SYSTEMS	5 DAYS ONSITE IMPRESA TRAINING	1,761.60
	00216038	HARVEY, OLIVIA	MISC WORK CLOTHES	87.63
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0118336	00216091	HARRIS COMPUTER SYSTEMS	5 DAYS ONSITE IMPRESA TRAINING	1,761.60
<i>Org Key: FR1100 - Administration (FR)</i>				
P0118270	00216031	EASTSIDE FIRE & RESCUE	May 2023 Interim Fire	32,254.20
P0118245	00216063	SYSTEMS DESIGN WEST LLC	Transport Billing	1,297.52
P0118228	00216082	COMPLETE OFFICE	APRIL 2023 OFFICE SUPPLIES	172.81
<i>Org Key: FR2100 - Fire Operations</i>				
P0116729	00216054	NORCOM 911	2023 Quarterly Norcom Assessme	46,524.98
P0118246	00216039	HEALTHFORCE PARTNERS INC	scba - Respirator Clearance	1,395.00
P0118273	00216045	KROESENS UNIFORM COMPANY	Uniform Ops	934.00
	00216049	MAIR, STEPHEN	NW FIRE CONFERENCE	203.40
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0118274	00216046	LIFE ASSIST INC	Aid supplies	1,446.96
<i>Org Key: GB0101 - HVAC Repairs</i>				
P0118187	00216072	AUBURN MECHANICAL	BOILER 1 LEAKING 4/25 MI COMMU	4,049.32
P0118186	00216072	AUBURN MECHANICAL	Leaking boiler - 4/18	2,194.85
<i>Org Key: GB0116 - Facility Access Control-Secure</i>				
P0118192	00216088	FIRE PROTECTION INC	ALARM SERVICE WO 220664 CITY H	3,575.98
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0118295	00216152	Xerox Financial Services	Copier Lease June 2022 INV 434	857.69
P0118228	00216082	COMPLETE OFFICE	APRIL 2023 OFFICE SUPPLIES	790.27
P0118295	00216152	Xerox Financial Services	Copier Lease June 2022 INV 464	284.06
P0118343	00216083	CONFIDENTIAL DATA DISPOSAL	City Shredding 4/26/2023 - Inv	250.00
P0118228	00216082	COMPLETE OFFICE	APRIL 2023 OFFICE SUPPLIES	53.37
P0118244	00216057	RESERVE ACCOUNT	TEST POSTAGE REFILL AFTER MOVI	5.00
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P0118282	00216067	ABBOTT, RICHARD	LEOFF1 Retiree Medical Expense	293.99
<i>Org Key: GGM100 - Emerg Incident Response</i>				
P0118287	00216044	KIRKLAND, CITY OF	Court Facility Use June-Sept 2	3,209.49
<i>Org Key: GT0105 - High Accuracy Aerial Orthophot</i>				
P0118247	00216043	KING COUNTY FINANCE	2021 KC AERIALS PROJECT	3,193.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0115716	00216098	ISSQUARED INC.	Backup Core Router for Cluster	5,617.48
P0118248	00216047	LIFTOFF LLC	Office 365 Additional PowerAut	360.00
P0118302	00216145	VERIZON WIRELESS	APR24-MAY23 2023 IGS CITY CELL	223.41
<i>Org Key: MT2100 - Roadway Maintenance</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0118316	00216116	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	92.30
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	40.01
<i>Org Key: MT2150 - Pavement Marking</i>				
P0118233	00216026	ALPINE PRODUCTS INC	YELLOW ROUND MARKERS & GLASS	7,636.86
<i>Org Key: MT3100 - Water Distribution</i>				
P0117161	00216030	DITCH WITCH WEST	VAC TRAILER RENTAL	2,972.70
P0118303	00216090	GRAINGER	MILWAUKEE M18 REDLITHIUM BATTE	848.44
P0118285	00216035	GRAINGER	TUBE BENDER: LEVER, 1/2" OUTSI	330.33
P0118255	00216036	H D FOWLER	SMALL HOLES AW ARBOR, INCLUDES	281.11
P0118316	00216116	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	73.30
P0118317	00216117	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	44.69
<i>Org Key: MT3150 - Water Quality Event</i>				
P0118317	00216117	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	4.13
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00216075	BOROVINA, RAYMOND	MILEAGE	42.44
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0118160	00216079	CenturyLink	SEWER TELEMTRY (THIS ACCOUNT	7,645.30
P0118291	00216071	AT&T MOBILITY	2023 TELEMTRY	861.90
P0118317	00216117	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	138.60
<i>Org Key: MT3800 - Storm Drainage</i>				
P0118264	00216066	UNITED RENTALS NORTH AMERICA	MINI EXCAVATOR RENTAL	2,243.84
P0118375	00216069	AM TEST INC	OIL & GREASE ANALYSIS	110.00
<i>Org Key: MT4101 - Support Services - General Fd</i>				
P0118260	00216050	MERCER ISLAND REPORTER	PW RENEWAL OF MI REPORTER	70.00
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0118304	00216081	CINTAS CORPORATION #460	2023 PW COVERALL SERVICES	3,415.81
P0118318	00216142	UTILITIES UNDERGROUND LOCATION	2023 UTILITY LOCATES	263.16
P0118288	00216084	DATAQUEST LLC	Background Checks INV 21136	79.50
<i>Org Key: MT4200 - Building Services</i>				
P0118188	00216072	AUBURN MECHANICAL	5/1 SET POINTS NEED ADJUSTMENT	659.23
P0118281	00216061	SOUND SAFETY PRODUCTS	SAFETY BOOTS	190.05
P0118315	00216113	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	125.71
P0118275	00216040	HOME DEPOT CREDIT SERVICE	MISC. HARDWARE	33.99
<i>Org Key: MT4300 - Fleet Services</i>				
P0118234	00216052	NC MACHINERY CO	REPAIR VEC. # 478 BACKHOE	8,865.71
P0118259	00216053	NELSON PETROLEUM	2023 DIESEL DELIVERY	2,110.71
P0118299	00216112	MERCER ISLAND CHEVRON	FUEL	1,952.25
P0118239	00216033	GOODYEAR TIRE & RUBBER CO, THE	2023 TIRE INVENTORY	1,839.36
P0118298	00216121	NAPA AUTO PARTS	REPAIR PARTS	879.87
P0118300	00216068	ALASKA RUBBER GROUP	HOSES FOR BRUSHER	648.34
P0118284	00216027	AUTONATION INC	FLEET PARTS	631.21
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0118257	00216026	ALPINE PRODUCTS INC	BC 2000 WHITE EXTRUDE THERMO (2,732.96

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0118238	00216065	TRAFFIC SAFETY SUPPLY	BIKE/PED & TRAIL CROSSING SIGN	650.14
<i>Org Key: MT4501 - Water Administration</i>				
P0118236	00216059	SEATTLE PUBLIC UTILITIES	APRIL 2023 WATER PURCHASE	86,513.26
P0118225	00216150	WILLIAMS KASTNER & GIBBS PLLC	Mountain Sound Transit Claim	1,589.75
P0118226	00216150	WILLIAMS KASTNER & GIBBS PLLC	Mountain Sound Transit Claim	472.50
<i>Org Key: MT4502 - Sewer Administration</i>				
P0116727	00216104	KING COUNTY TREASURY	JAN-DEC 2023 MONTHLY SEWER CHA	452,575.35
<i>Org Key: MT6100 - Park Maintenance</i>				
P0118293	00216126	PART WORKS INC., THE	MISC. PARTS FOR THE TOILETS AN	800.00
P0118294	00216094	HORIZON	MISC. IRRIGATION PARTS	603.58
P0118288	00216084	DATAQUEST LLC	Background Checks INV 21137	328.50
P0118304	00216081	CINTAS CORPORATION #460	PARKS 2023 COVERALL SERVICES	158.44
P0118314	00216114	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	82.21
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0118242	00216056	PART WORKS INC., THE	METERED VALVE MOST DEPENDABLE	468.56
P0118293	00216126	PART WORKS INC., THE	MISC. PARTS FOR THE TOILETS AN	380.98
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0118294	00216094	HORIZON	MISC. IRRIGATION PARTS	603.59
P0118293	00216126	PART WORKS INC., THE	MISC. PARTS FOR THE TOILETS AN	380.97
<i>Org Key: PA0100 - Open Space Management</i>				
P0114950	00216032	GARDEN CYCLES	RESTORATION WORK IN ISLAND CRE	1,366.00
P0114950	00216032	GARDEN CYCLES	RESTORATION WORK IN ISLAND CRE	619.20
P0114950	00216032	GARDEN CYCLES	RESTORATION WORK IN ISLAND CRE	467.20
P0114950	00216032	GARDEN CYCLES	RESTORATION WORK IN ISLAND CRE	384.05
<i>Org Key: PA0111 - Aubrey Davis Park Vegetation M</i>				
P0116262	00216106	KPG	PSOMAS DBA KPG PSOMAS INC	1,453.00
<i>Org Key: PA0122 - Luther Burbank Dock Repair & R</i>				
P0114806	00216105	KPFF CONSULTING ENGINEERS	Luther Burbank Park Final Desi	18,139.58
<i>Org Key: PA0124 - Luther Burbank Boiler Bldg Roo</i>				
P0114464	00216076	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	693.50
<i>Org Key: PA0125 - Mercerdale Playground Improvem</i>				
P0111263	00216100	KCDA PURCHASING COOPERATIVE	PLAY EQUIPMENT AT MERCERDALE P	13,529.15
<i>Org Key: PA0136 - Luther Burbank South Shoreline</i>				
P0115172	00216070	ANCHOR QEA LLC	LUTHER BURBANK SOUTH	3,945.33
<i>Org Key: PA122A - LB North Pier Renovation</i>				
P0114806	00216105	KPFF CONSULTING ENGINEERS	Luther Burbank Park Final Desi	1,644.58
<i>Org Key: PA122B - LB Shoreline Access Improvemen</i>				
P0114806	00216105	KPFF CONSULTING ENGINEERS	Luther Burbank Park Final Desi	9,356.56
<i>Org Key: PA122D - LB Storm Drainage KC Flood Con</i>				
P0114806	00216105	KPFF CONSULTING ENGINEERS	Luther Burbank Park Final Desi	212.03
<i>Org Key: PA122E - LB Docks - Project costs</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0114806	00216105	KPFF CONSULTING ENGINEERS	Luther Burbank Park Final Desi	1,120.00
<i>Org Key: PA124A - LB Boiler Annex & Deck</i>				
P0114464	00216076	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	247.00
<i>Org Key: PA124B - LB Boiler Bldg City Portion</i>				
P0114464	00216076	CARDINAL ARCHITECTURE PC	LUTHER BURBANK PARK BOILER BUI	9.50
<i>Org Key: PO0000 - Police-Revenue</i>				
P0118344	00216146	WASHINGTON STATE PATROL	CPL Background Fees - 6-1-2023	39.75
<i>Org Key: PO1100 - Administration (PO)</i>				
P0118313	00216071	AT&T MOBILITY	May Cell Service for PD - Invo	1,167.76
P0118313	00216071	AT&T MOBILITY	April Cell Service for PD - In	1,029.67
P0118328	00216118	MI ROTARY CLUB	Dues - Chief Holmes - 2023-202	395.00
P0118324	00216138	T-MOBILE	May 2023 Cell Service	357.69
P0118333	00216129	POLICE EXEC RESEARCH FORUM	Dues - Commander Magnan 2023-2	115.00
P0118319	00216138	T-MOBILE	PD Cell Service - May 2023	93.45
P0118331	00216147	WASPC	Annual Dues - Commander Magnan	75.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0118297	00216135	SKYLINE COMMUNICATIONS INC	JUNE 2023 EOC INTERNET	216.55
P0118325	00216130	REMOTE SATELLITE SYSTEMS INT'L	EMAC Sat Phone Service	151.68
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0118312	00216120	MOTOROLA SOLUTIONS INC	PSERN Radio Replacement - Invo	43,723.99
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0116729	00216054	NORCOM 911	2023 Quarterly Norcom Assessme	140,084.08
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0118334	00216097	ISSAQUAH JAIL, CITY OF	Issaquah Jail Housing - April	4,560.00
P0118322	00216132	SCORE	SCORE Bookings - April 2023 -	3,931.00
P0118337	00216097	ISSAQUAH JAIL, CITY OF	Jail Housing Sept 2022 Oct 202	3,300.00
P0118323	00216103	KING COUNTY FINANCE	KC Jail Booking and Housing Fe	2,818.06
P0118327	00216132	SCORE	SCORE Jail Housing - May 2023	2,488.00
P0118330	00216132	SCORE	SCORE Booking Heath Services -	672.46
<i>Org Key: PO2100 - Patrol Division</i>				
P0118335	00216087	FINANCIAL CONSULTANTS INT'L	505 Equipment removal - Invoice	534.10
P0118307	00216095	IBSEN TOWING CO BELLEVUE	Stole Vehicle Impound - Invoic	419.48
P0118341	00216137	SUPERIOR TOWING INC	Impound - 4/30/2023 - Invoice	349.57
P0118308	00216086	EQUIFAX INFORMATION SVCS LLC	Background for Entry Level Off	175.08
	00216125	ORMSBY, ANNA	MAILED SPEED TRAILER	136.98
P0118321	00216122	NATIONAL SAFETY INC	Repair of Speed/Message Traile	126.11
P0118329	00216086	EQUIFAX INFORMATION SVCS LLC	Background Entry Level - Invoi	116.72
	00216099	JIRA, ROBERT	BUNT CAKES MICEC STAFF	59.00
<i>Org Key: PO2200 - Marine Patrol</i>				
P0118320	00216140	ULINE	Buoy Supplies - Marine Patrol	1,308.69
	00216131	SCHUMACHER, CHAD C	BMLE # 1 TRAINING	586.50
P0118311	00216089	FISHERIES SUPPLY	Marine Patrol Supplies - Invo	487.20
P0118332	00216148	WEST MARINE PRO	Marine Patrol Equipment -	483.70
	00216131	SCHUMACHER, CHAD C	BMLE # 2	379.50

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0118306	00216133	SEATTLE MARINE & FISHING SUPPL	Maine Patrol Supplies - Invoice	286.82
P0118332	00216148	WEST MARINE PRO	Marine Patrol Equipment -	147.96
P0118332	00216148	WEST MARINE PRO	Marine Patrol Equipment -	101.18
P0118305	00216115	MI HARDWARE - POLICE	Maine Patrol Supplies - Invoice	56.46
<i>Org Key: PO2201 - Dive Team</i>				
P0118309	00216141	UNDERWATER SPORTS INC.	Dry Suit Dive Class - Invoice	3,654.88
P0118340	00216124	OCCUPATIONAL HEALTH SERVICES	Dive Physicals - Amici, Schroe	3,272.00
P0118310	00216141	UNDERWATER SPORTS INC.	Dive Team Equipment Repair -	847.71
P0118309	00216141	UNDERWATER SPORTS INC.	Dive Team Repair and Maintenanc	685.92
P0118309	00216141	UNDERWATER SPORTS INC.	Dive Team Repair and Maintenanc	165.09
<i>Org Key: PO4100 - Firearms Training</i>				
P0118339	00216073	AXON ENTERPRISE INC	Taser Program 2023 Invoice #	9,999.95
<i>Org Key: PO4300 - Police Training</i>				
P0118339	00216073	AXON ENTERPRISE INC	Taser Program 2023 Invoice #	2,155.09
<i>Org Key: PR1100 - Administration (PR)</i>				
P0118314	00216114	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	39.60
P0118317	00216117	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	27.73
<i>Org Key: PR4100 - Community Center</i>				
P0118251	00216119	MORGAN SOUND INC	Service call 5/22/23	445.90
P0118195	00216109	LEGEND DATA SYSTEMS INC	2 print cartridges for card	379.57
P0118251	00216119	MORGAN SOUND INC	Service call 4/27/23	272.50
<i>Org Key: PR5300 - Community Arts Support</i>				
P0118377	00216085	DIMICK, ASHLEY	CALL FOR ARTIST, SELECTED WINN	500.00
<i>Org Key: PR5400 - Gallery Program</i>				
	00216149	WHITAKER, CAROL	LEMONADE/ DIP/ FOOD	111.85
<i>Org Key: SP0111 - 80th Ave SE Sidewalk Improve</i>				
P0104658	00216106	KPG	80TH AVE SE PEDESTIAN IMPROVEM	5,333.00
<i>Org Key: SU0108 - Comprehensive Pipeline R&R Pro</i>				
P0117354	00216096	INSTA-PIPE INC	BASIN 40 SEWER CIPP LINING PRO	151,456.31
P0112365	00216136	Staheli Trenchless Consultants	21-30 Basin 40 Sewer	17,948.58
P0112365	00216136	Staheli Trenchless Consultants	21-30 Basin 40 Sewer	7,874.59
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0118069	00216080	CHICAGO TITLE CO OF WA	OWNERS POLICY. 5406 96TH AVE S	1,472.04
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0117521	00216058	RON'S STUMP REMOVAL	WINTER 2023 TREE WORK	990.00
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0102980	00216092	HDR ENGINEERING INC	WATER METER REPLACEMENT	6,370.93
P0102980	00216092	HDR ENGINEERING INC	WATER METER REPLACEMENT	702.00
<i>Org Key: WU0175 - ARPA-PRV Replacement Design</i>				
P0114151	00216077	CAROLLO ENGINEERS INC	Risk and Resilience Assessment	6,954.00
<i>Org Key: YF1100 - YFS General Services</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0118367	00216108	LANGUAGE LINE SERVICES	EA application interpretations	173.91
<i>Org Key: YF1200 - Thrift Shop</i>				
P0118288	00216084	DATAQUEST LLC	Background Checks INV 21138	154.20
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	47.10
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	42.11
P0118301	00216145	VERIZON WIRELESS	APR24-MAY23 2023 FINANCE & YFS	42.10
<i>Org Key: YF2500 - Family Counseling</i>				
P0118366	00216151	WOOD, JULIE D	Clinical Consultation	1,020.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0118280	00216037	HADLEY APARTMENTS	Rental and utility assistance	2,000.00
P0118346	00216107	Landmark Plaza Association	Emergency Assistance for EA cl	1,251.00
P0118371	00216127	PEBBLE @ MIPC, THE	Campership for EA client	300.00
P0118277	00216060	SHOREWOOD #14885	Rental assistance for EA clien	247.00
P0118278	00216041	KC HOUSING AUTHORITY	Rental assistance for EA clien	213.00
P0117249	00216127	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	210.00
P0117249	00216127	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	210.00
<i>Org Key: YF2850 - Federal SPF Grant</i>				
P0118279	00216028	CACTUS PRODUCTIONS	Year 2 - creation of media to	5,000.00
P0118368	00216110	Limerent LLC	HYI poster, flier and website	3,900.00
Total				<u>1,261,248.29</u>

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00216024	06/05/2023	A.M. LEONARD INC INVENTORY PURCHASES	P0118261	SO23069683	05/24/2023	509.18
00216025	06/05/2023	ADP, Inc. Payroll Services INV 63331508	P0118243	633315081	05/12/2023	2,834.84
00216026	06/05/2023	ALPINE PRODUCTS INC YELLOW ROUND MARKERS & GLASS B	P0118257	TM-216547	05/24/2023	10,369.82
00216027	06/05/2023	AUTONATION INC FLEET PARTS	P0118284	550690/195388	06/01/2023	631.21
00216028	06/05/2023	CACTUS PRODUCTIONS Year 2 - creation of media to	P0118279	1196	05/30/2023	5,000.00
00216029	06/05/2023	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		060223	06/02/2023	572.00
00216030	06/05/2023	DITCH WITCH WEST VAC TRAILER RENTAL	P0117161	90088704	05/28/2023	2,972.70
00216031	06/05/2023	EASTSIDE FIRE & RESCUE May 2023 Interim Fire	P0118270	5495	05/25/2023	32,254.20
00216032	06/05/2023	GARDEN CYCLES RESTORATION WORK IN ISLAND CRE	P0114950	841-RET	01/01/2023	2,836.45
00216033	06/05/2023	GOODYEAR TIRE & RUBBER CO, THE 2023 TIRE INVENTORY	P0118239	195-1166109	05/25/2023	1,839.36
00216034	06/05/2023	GOVERNMENT FINANCE OFFICERS GFOA Annual Dues	P0118276	053123	05/31/2023	225.00
00216035	06/05/2023	GRAINGER INVENTORY PURCHASES	P0118285	9726364244	06/01/2023	640.13
00216036	06/05/2023	H D FOWLER SMALL HOLES AW ARBOR, INCLUDES	P0118255	I6406969	05/30/2023	281.11
00216037	06/05/2023	HADLEY APARTMENTS Rental and utility assistance	P0118280	053123	05/31/2023	2,000.00
00216038	06/05/2023	HARVEY, OLIVIA MISC WORK CLOTHES		052223	05/22/2023	175.26
00216039	06/05/2023	HEALTHFORCE PARTNERS INC scba - Respirator Clearance	P0118246	23814	04/30/2023	1,395.00
00216040	06/05/2023	HOME DEPOT CREDIT SERVICE MISC. HARDWARE	P0118275	1101274	05/31/2023	33.99
00216041	06/05/2023	KC HOUSING AUTHORITY Rental assistance for EA clien	P0118278	053023	05/30/2023	213.00
00216042	06/05/2023	KENNEY, JOHN A ARBORIST RECERT		052623	05/26/2023	120.00
00216043	06/05/2023	KING COUNTY FINANCE 2021 KC AERIALS PROJECT	P0118247	2148488	05/18/2023	3,193.00
00216044	06/05/2023	KIRKLAND, CITY OF Court Facility Use June-Sept 2	P0118287	2023-05-31	05/31/2023	3,209.49
00216045	06/05/2023	KROESENS UNIFORM COMPANY Uniform Ops	P0118273	74041	05/26/2023	934.00
00216046	06/05/2023	LIFE ASSIST INC Aid supplies	P0118274	1330649	05/30/2023	1,446.96
00216047	06/05/2023	LIFTOFF LLC Office 365 Additional PowerAut	P0118248	7189ADD21	05/17/2023	360.00
00216048	06/05/2023	Madrona Law Group, PLLC Invoice #11924	P0118292	11926	05/04/2023	23,564.00
00216049	06/05/2023	MAIR, STEPHEN NW FIRE CONFERENCE		050823	05/08/2023	203.40

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00216050	06/05/2023	MERCER ISLAND REPORTER PW RENEWAL OF MI REPORTER	P0118260	MI-167108 052523	05/25/2023	70.00
00216051	06/05/2023	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		060223	06/02/2023	217.50
00216052	06/05/2023	NC MACHINERY CO REPAIR VEC. # 478 BACKHOE	P0118234	SEWO0154334	05/17/2023	8,865.71
00216053	06/05/2023	NELSON PETROLEUM 2023 DIESEL DELIVERY	P0118259	0833708-IN	05/24/2023	2,110.71
00216054	06/05/2023	NORCOM 911 2023 Quarterly Norcom Assessme	P0116729	0001472	06/01/2023	186,609.06
00216055	06/05/2023	P.S.C. INC. PAYROLL EARLY WARRANTS		060223	06/02/2023	452.33
00216056	06/05/2023	PART WORKS INC., THE METERED VALVE MOST DEPENDABLE	P0118242	INV93893	05/25/2023	468.56
00216057	06/05/2023	RESERVE ACCOUNT TEST POSTAGE REFILL AFTER MOVI	P0118244	47912225-052523	05/25/2023	5.00
00216058	06/05/2023	RON'S STUMP REMOVAL WINTER 2023 TREE WORK	P0117521	11062-RET	04/14/2023	990.00
00216059	06/05/2023	SEATTLE PUBLIC UTILITIES APRIL 2023 WATER PURCHASE	P0118236	APRIL2023	05/25/2023	86,513.26
00216060	06/05/2023	SHOREWOOD #14885 Rental assistance for EA clien	P0118277	053123	05/31/2023	247.00
00216061	06/05/2023	SOUND SAFETY PRODUCTS SAFETY BOOTS	P0118281	147673/4	05/30/2023	190.05
00216062	06/05/2023	SUPPLY SOURCE INC,THE INVENTORY PURCHASES	P0118256	2305492	05/25/2023	1,474.45
00216063	06/05/2023	SYSTEMS DESIGN WEST LLC Transport Billing	P0118245	20231053	05/22/2023	1,297.52
00216064	06/05/2023	The Fearey Group Inc. Invoice #March 2023-135	P0117864	MARCH 2023-135RE	05/31/2023	15,236.81
00216065	06/05/2023	TRAFFIC SAFETY SUPPLY BIKE/PED & TRAIL CROSSING SIGN	P0118238	INV059495	05/22/2023	650.14
00216066	06/05/2023	UNITED RENTALS NORTH AMERICA MINI EXCAVATOR RENTAL	P0118264	218193564-002	05/23/2023	2,243.84
00216067	06/09/2023	ABBOTT, RICHARD LEOFF1 Retiree Medical Expense	P0118282	060123	06/01/2023	293.99
00216068	06/09/2023	ALASKA RUBBER GROUP HOSES FOR BRUSHER	P0118300	R086076	05/19/2023	648.34
00216069	06/09/2023	AM TEST INC OIL & GREASE ANALYSIS	P0118375	133615	05/25/2023	110.00
00216070	06/09/2023	ANCHOR QEA LLC LUTHER BURBANK SOUTH SHORELINE	P0115172	16891	05/17/2023	3,945.33
00216071	06/09/2023	AT&T MOBILITY 2023 TELEMTRY	P0118313	05192023	05/19/2023	3,059.33
00216072	06/09/2023	AUBURN MECHANICAL Leaking boiler - 4/18	P0118188	34851	05/05/2023	6,903.40
00216073	06/09/2023	AXON ENTERPRISE INC Taser Program 2023 Invoice #	P0118339	INUS155404	05/01/2023	12,155.04
00216074	06/09/2023	BERG, DANIEL REFUND OVERPAY 00440188003		052323	05/23/2023	147.85
00216075	06/09/2023	BOROVINA, RAYMOND MILEAGE		051823	05/18/2023	42.44

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00216076	06/09/2023	CARDINAL ARCHITECTURE PC LUTHER BURBANK PARK BOILER BUI	P0114464	11	04/20/2023	950.00
00216077	06/09/2023	CAROLLO ENGINEERS INC Risk and Resilience Assessment	P0114151	FB36393	05/09/2023	6,954.00
00216078	06/09/2023	CED INC INVENTORY PURCHASES	P0118290	8073-1142860	05/25/2023	2,074.28
00216079	06/09/2023	CenturyLink SEWER TELEMETRY (THIS ACCOUNT	P0118160	87313406	06/03/2023	7,645.30
00216080	06/09/2023	CHICAGO TITLE CO OF WA OWNERS POLICY. 5406 96TH AVE S	P0118069	0254944-ETU-1	04/14/2023	1,472.04
00216081	06/09/2023	CINTAS CORPORATION #460 2023 PW COVERALL SERVICES	P0118304	053123-12701643	05/31/2023	3,574.25
00216082	06/09/2023	COMPLETE OFFICE APRIL 2023 OFFICE SUPPLIES	P0118228	040323	04/03/2023	1,041.21
00216083	06/09/2023	CONFIDENTIAL DATA DISPOSAL City Shredding 4/26/2023 - Inv	P0118343	218217	04/30/2023	250.00
00216084	06/09/2023	DATAQUEST LLC Background Checks INV 21136	P0118288	21138	05/31/2023	562.20
00216085	06/09/2023	DIMICK, ASHLEY CALL FOR ARTIST, SELECTED WINN	P0118377	060723	06/07/2023	500.00
00216086	06/09/2023	EQUIFAX INFORMATION SVCS LLC Background Entry Level - Invoi	P0118308	2055334985	05/23/2023	291.80
00216087	06/09/2023	FINANCIAL CONSULTANTS INT'L 505 Equipment removal - Invoic	P0118335	17902	05/03/2023	534.10
00216088	06/09/2023	FIRE PROTECTION INC ALARM SERVICE WO 220664 CITY H	P0118192	80054	04/24/2023	3,575.98
00216089	06/09/2023	FISHERIES SUPPLY Marine Patrol Supplies - Invoi	P0118311	6473857	05/18/2023	487.20
00216090	06/09/2023	GRAINGER MILWAUKEE M18 REDLITHIUM BATTE	P0118303	9725979885	06/01/2023	848.44
00216091	06/09/2023	HARRIS COMPUTER SYSTEMS 5 DAYS ONSITE IMPRESA TRAINING	P0118336	CT057225	05/18/2023	5,284.80
00216092	06/09/2023	HDR ENGINEERING INC WATER METER REPLACEMENT PROGRA	P0102980	1200491880	01/12/2023	7,072.93
00216093	06/09/2023	HOCKBERG, WILLIAM REFUND OVERPAY 00569600002		052323	05/23/2023	175.60
00216094	06/09/2023	HORIZON MISC. IRRIGATION PARTS	P0118294	7E004543	05/25/2023	1,207.17
00216095	06/09/2023	IBSEN TOWING CO BELLEVUE Stole Vehicle Impound - Invoice	P0118307	14745355	06/03/2023	419.48
00216096	06/09/2023	INSTA-PIPE INC BASIN 40 SEWER CIPP LINING PRO	P0117354	3	05/31/2023	151,456.31
00216097	06/09/2023	ISSAQUAH JAIL, CITY OF Jail Housing Sept 2022 Oct 202	P0118334	23000195	05/02/2023	7,860.00
00216098	06/09/2023	ISSQUARED INC. Backup Core Router for Cluster	P0115716	008314	05/19/2023	5,617.48
00216099	06/09/2023	JIRA, ROBERT BUNT CAKES MICEC STAFF		051823	05/18/2023	59.00
00216100	06/09/2023	KCDA PURCHASING COOPERATIVE PLAY EQUIPMENT AT MERCERDALE P	P0111263	300687594	01/01/2023	13,529.15
00216101	06/09/2023	KENNEDY, PETER REFUND OVERPAY 003911000		052323	05/23/2023	188.17

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00216102	06/09/2023	KING COUNTY FINANCE QTR UPDATES-MAR, JUN, SEP, DEC	P0118296	2147931	04/07/2023	673.00
00216103	06/09/2023	KING COUNTY FINANCE KC Jail Booking and Housing Fe	P0118323	3004125	04/10/2023	2,818.06
00216104	06/09/2023	KING COUNTY TREASURY JAN-DEC 2023 MONTHLY SEWER CHA	P0116727	30037051	06/01/2023	452,575.35
00216105	06/09/2023	KPFF CONSULTING ENGINEERS Luther Burbank Park Final Desi	P0114806	472343	05/16/2023	30,472.75
00216106	06/09/2023	KPG PSOMAS DBA KPG PSOMAS INC	P0104658	196287	05/18/2023	6,786.00
00216107	06/09/2023	Landmark Plaza Association Emergency Assistance for EA cl	P0118346	051923	05/19/2023	1,251.00
00216108	06/09/2023	LANGUAGE LINE SERVICES EA application interpretations	P0118367	11026120	05/31/2023	173.91
00216109	06/09/2023	LEGEND DATA SYSTEMS INC 2 print cartridges for card	P0118195	137233	05/19/2023	379.57
00216110	06/09/2023	Limerent LLC HYI poster, flier and website	P0118368	511	06/03/2023	3,900.00
00216111	06/09/2023	MARY JANE WHEBLE REFUND OVERPAY 00626110003		052323	05/23/2023	499.23
00216112	06/09/2023	MERCER ISLAND CHEVRON FUEL	P0118299	MAY2023	05/01/2023	1,952.25
00216113	06/09/2023	MI HARDWARE - BLDG MISC. HARDWARE FOR THE MONTH O	P0118315	5/31/23-555000	05/31/2023	125.71
00216114	06/09/2023	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0118314	5/31/23-560400	05/31/2023	121.81
00216115	06/09/2023	MI HARDWARE - POLICE Maine Patrol Supplies - Invoic	P0118305	05/31/23-560500	05/31/2023	56.46
00216116	06/09/2023	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P0118316	5/31/23-560700	05/31/2023	165.60
00216117	06/09/2023	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0118317	5/31/23-560800	05/31/2023	215.15
00216118	06/09/2023	MI ROTARY CLUB Dues - Chief Holmes - 2023-202	P0118328	3857841	06/05/2023	395.00
00216119	06/09/2023	MORGAN SOUND INC Service call 4/27/23	P0118251	MSI113637	05/24/2023	718.40
00216120	06/09/2023	MOTOROLA SOLUTIONS INC PSERN Radio Replacement - Invo	P0118312	1187098536B	05/05/2023	43,723.99
00216121	06/09/2023	NAPA AUTO PARTS REPAIR PARTS	P0118298	16715156-053123	05/31/2023	879.87
00216122	06/09/2023	NATIONAL SAFETY INC Repair of Speed/Message Traile	P0118321	0685996-IN	04/10/2023	126.11
00216123	06/09/2023	NICE, SALIM PRINTER TONER REPLACEMENT		060623	06/06/2023	346.33
00216124	06/09/2023	OCCUPATIONAL HEALTH SERVICES Dive Physicals - Amici, Schroe	P0118340	70000814-060223	06/02/2023	3,272.00
00216125	06/09/2023	ORMSBY, ANNA MAILED SPEED TRAILER		051723	05/17/2023	136.98
00216126	06/09/2023	PART WORKS INC., THE MISC. PARTS FOR THE TOILETS AN	P0118293	INV93420	05/15/2023	1,561.95
00216127	06/09/2023	PEBBLE @ MIPC, THE Campership for EA client	P0117249	020123-RE	02/01/2023	720.00

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00216128	06/09/2023	PLATT ELECTRIC INVENTORY PURCHASES	P0118289	3V15243	05/11/2023	1,054.32
00216129	06/09/2023	POLICE EXEC RESEARCH FORUM Dues - Commander Magnan 2023-2	P0118333	19232	05/08/2023	115.00
00216130	06/09/2023	REMOTE SATELLITE SYSTEMS INT'L EMAC Sat Phone Service	P0118325	032323	03/23/2023	151.68
00216131	06/09/2023	SCHUMACHER, CHAD C BMLE # 1 TRAINING		051623B	05/16/2023	966.00
00216132	06/09/2023	SCORE SCORE Jail Housing - May 2023	P0118322	6842	04/13/2023	7,091.46
00216133	06/09/2023	SEATTLE MARINE & FISHING SUPPL Maine Patrol Supplies - Invoice	P0118306	I604074	05/19/2023	286.82
00216134	06/09/2023	SKIDMORE, TINA REFUND OVERPAY 00115840004		052323	05/23/2023	95.59
00216135	06/09/2023	SKYLINE COMMUNICATIONS INC JUNE 2023 EOC INTERNET	P0118297	IN47296	06/01/2023	216.55
00216136	06/09/2023	Staheli Trenchless Consultants 21-30 Basin 40 Sewer	P0112365	23-108	05/24/2023	25,823.17
00216137	06/09/2023	SUPERIOR TOWING INC Impound - 4/30/2023 - Invoice	P0118341	1-9009	04/30/2023	349.57
00216138	06/09/2023	T-MOBILE May 2023 Cell Service	P0118319	9853836925-MAY23	05/01/2023	451.14
00216139	06/09/2023	TRAN, STEVE REFUND OVERPAY 01080249003		052323	05/23/2023	793.79
00216140	06/09/2023	ULINE Buoy Supplies - Marine Patrol	P0118320	162320883	04/12/2023	1,308.69
00216141	06/09/2023	UNDERWATER SPORTS INC. Dive Team Equipment Repair -	P0118309	20025865	04/07/2023	5,353.60
00216142	06/09/2023	UTILITIES UNDERGROUND LOCATION 2023 UTILITY LOCATES	P0118318	3050183	05/31/2023	263.16
00216143	06/09/2023	V. JAKUBIKOVA REFUND OVERPAY 007442374		052323	05/23/2023	423.57
00216144	06/09/2023	VERIZON WIRELESS VERIZON MAR 24- APR23 ANGIE AL	P0118159	9933210341	04/23/2023	213.41
00216145	06/09/2023	VERIZON WIRELESS APR24-MAY23 2023 FINANCE & YFS	P0118301	9935586008	05/23/2023	668.20
00216146	06/09/2023	WASHINGTON STATE PATROL CPL Background Fees - 6-1-2023	P0118344	I23006897	06/01/2023	39.75
00216147	06/09/2023	WASPC Annual Dues - Commander Magnan	P0118331	DUES2023-00563	05/04/2023	75.00
00216148	06/09/2023	WEST MARINE PRO Marine Patrol Equipment -	P0118332	0007079	04/18/2023	732.84
00216149	06/09/2023	WHITAKER, CAROL LEMONADE/ DIP/ FOOD		060523	06/05/2023	111.85
00216150	06/09/2023	WILLIAMS KASTNER & GIBBS PLLC Mountain Sound Transit Claim	P0118225	647927	01/01/2023	2,062.25
00216151	06/09/2023	WOOD, JULIE D Clinical Consultation	P0118366	060823	06/08/2023	1,020.00
00216152	06/09/2023	Xerox Financial Services Copier Lease June 2022 INV 464	P0118295	4349108	06/03/2023	1,141.75
					Total	1,261,248.29



CITY COUNCIL MINUTES SPECIAL HYBRID MEETING JUNE 6, 2023

Item 4.

EXECUTIVE SESSION #1

At 5:02 pm, Mayor Nice convened an Executive Session 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, Deputy Mayor David Rosenbaum and Councilmembers Lisa Anderl, Jake Jacobson, Craig Reynolds, Wendy Weiker and Ted Weinberg participated via Microsoft Teams.

Mayor Nice adjourned the Executive Session at 5:40 pm.

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the Special Hybrid Meeting to order at 5:45 pm from a remote location.

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

PLEDGE OF ALLEGIANCE

The City Council delivered the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Rosenbaum; seconded by Reynolds to:

Approve the agenda.

PASSED: 7-0

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

STUDY SESSION

AB 6281: Joint City Council and Utility Board Study Session: April Water Emergency Debrief

Mayor Salim Nice welcomed the Utility Board and thanked them for joining the meeting. Utility Board Chair Tim O'Connell, Vice Chair Steve Milton, and Board Members Meredith Lehr, William Pokorny, and Will Quantz participated remotely using Zoom.

Deputy Public Works Director Alaine Sommargren introduced the following staff from Seattle Public Utilities (SPU): Alex Chen, Water Line of Business and Shared Services Branch Deputy Director, Julie Crittenden, Water Planning and Program Management Division Director, Wylie Harper, Water Operations and System Maintenance Division Director, and Kathy Curry, Wholesale Water Contracts Manager.

Mr. Chen presented information about the Seattle Regional water system, how water gets on to Mercer Island through the subregional pipelines system, the planned pipeline shut down and what happened with both broken valves, and the work that went into repairing the valves. Mr. Chen also spoke about lessons learned and next steps including development of options for long-term improvements, ordering and stocking of spare valves, and looking at valve exercising and maintenance protocols.

The City Council and the Utility Board asked questions of SPU staff.

CITY MANAGER REPORT

City Manager Jessi Bon reported on the following items:

- **Council, Boards & Commission Meetings:** Update on the City Hall closure, anticipating that City Hall will remain closed through the Summer. Upcoming City Council Meeting on June 20 and upcoming Planning Commission Meeting on June 7.
- **City Services Updates:** Update on the Bike Skills Area, MIFD participated in a Wildland Fire training.
- **Upcoming Events:** Summer Celebration is on July 15 and includes the return of the Community Parade, thank you sponsors!
- **News:** Dedication of Riley Cove on June 6.

APPEARANCES

Amy Hart, Bellevue, spoke about the Pea Patch.

Addie Smith spoke about being a hate crime survivor.

Audrey Covner, Mercer Island, spoke in support of AB 6274 regarding Business Zone permitted use.

Anjli Grant, Seattle, spoke in support of AB 6274 regarding Business Zone permitted use.

Daniel Thompson, Mercer Island, spoke about AB 6265 regarding Aubrey Davis trail safety improvements.

CONSENT AGENDA

AB 6273: May 19, 2023 Payroll Certification

Recommended Action: Approve the May 19, 2023 Payroll Certification (Exhibit 1) in the amount of \$998,448.77 and authorize the Mayor to sign the certification on behalf of the entire City Council.

Certification of Claims:

- A. Check Register | 215805-215857 | 5/12/2023 | \$906,952.20
- B. Check Register | 215858-215933 | 5/19/2023 | \$735,553.50
- C. Check Register | 215934-216023 | 5/26/2023 | \$357,793.84
- D. EFT Payments | April 2023 | \$2,516,343.26

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.

Revised City Council Meeting Minutes of:

- A. May 16, 2023 Special Hybrid Meeting
- B. May 23, 2023 Special Hybrid Meeting

Recommended Action: Approve the revised minutes of the May 16, 2023 Special Hybrid Meeting and of the May 23, 2023 Special Hybrid Meeting.

AB 6263: Roadside Shoulder Improvements, West Mercer Way Phase 3

Recommended Action: Accept the completed Roadside Shoulder Improvements West Mercer Way Phase 3 project and authorize staff to close out the contract.

AB 6265: Aubrey Davis Park Trail Safety Improvements Design Recommendation

Recommended Action: Accept the design recommendation from the Parks & Recreation Commission, authorize the City Manager to finalize the design documents and advertise the project for construction

bids, and direct staff to provide project updates to the Parks & Recreation Commission as project work continues.

AB 6272: Pride Month, Proclamation No. 310

Recommended Action: Approve Proclamation No. 310 proclaiming the month of June Pride Month on Mercer Island.

AB 6280: Juneteenth Proclamation No. 311

Recommended Action: Approve Proclamation No. 311 proclaiming June 19th as Juneteenth on Mercer Island.

AB 6274: Development Code Amendment – Business Zone Permitted Uses (Second Reading Ord No. 23C-08)

Recommended Action: Adopt Ordinance No. 23C-08, amending MICC 19.04.050 to permit public and private schools in the Business Zone.

AB 6275: 2018 Street Projects Closeout

Recommended Action: Accept the 2018 SE 40th Street Corridor Improvements, the 2018 Arterial and Residential Street Overlays, and the 2018 Arterial and Residential Chip Seal project and authorize staff to complete the closeout of these construction contracts.

AB 6276: 2023 Residential Street Overlays Project Bid Award

Recommended Action:

1. Set the total project budget to \$1,223,967.
2. Award schedules A, B, and C of the 2023 Residential Street Overlays project to Lakeside Industries, Inc., a Washington-based company, and authorize the City Manager to execute a contract with Lakeside Industries, Inc in an amount not to exceed \$1,019,877.

AB 6282: Interlocal Agreement with MISD for Mental Health Counseling Services

Recommended Action: Authorize the City Manager to sign the interlocal agreement with the Mercer Island School District for mental health counseling services during the 2023-2024 school year substantially in the form attached as Exhibit 1 to AB 6282.

It was moved by Jacobson; seconded by Reynolds to:

Approve the Consent Agenda and the recommended actions contained therein.

PASSED: 7-0

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

PUBLIC HEARING

AB 6278: Public Hearing 2024-2029 Six-Year Transportation Improvement Program (Public Hearing Continued from May 2 Meeting)

Mayor Nice opened the Public Hearing at 7:10 pm. There being no public comment, Mayor Nice Closed the Public Hearing at 7:11 pm.

REGULAR BUSINESS

AB 6277: 2023 Board & Commission Annual Appointments (Resolution. No. 1644)

Mayor Nice reviewed the process for board and commission appointments noting that the applicants that receive the most votes, provided they received a minimum of four votes, would be appointed to the vacant

positions on the board or commission. The names of the applicants would then be added to Resolution No. 1644 with final approval by a vote of the City Council.

Arts Council – Two open positions; two applications received.

Position 1 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Suzanne Skone and Hannah Youn

The ballots were tallied, and Suzanne Skone received seven votes to be appointed to the Arts Council, Position 1, expiring May 31, 2027.

Position 1 Ballot Results:

Anderl - Suzanne Skone
Jacobson - Suzanne Skone
Nice - Suzanne Skone
Reyolds - Suzanne Skone
Rosenbaum - Suzanne Skone
Weiker - Suzanne Skone
Weinberg - Suzanne Skone

Position 2 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Suzanne Skone and Hannah Youn

The ballots were tallied, and Hannah Youn received seven votes to be appointed to the Arts Council, Position 2, expiring May 31, 2027.

Position 2 Ballot Results:

Anderl - Hannah Youn
Jacobson - Hannah Youn
Nice - Hannah Youn
Reyolds - Hannah Youn
Rosenbaum - Hannah Youn
Weiker - Hannah Youn
Weinberg - Hannah Youn

Mayor Nice reminded Council that in accordance with City Code City Council should seek to fill the open position on the Design Commission with a landscape architect, an urban planner or a lay person who is a property/business owner in Town Center.

Design Commission – Two open specialist positions; six applications received.

Position 1 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Megan Atkinson, Sarah Fletcher, Traci Granbois, Valerie Lanterman, Jason Rogers, and Hannah Youn

The ballots were tallied, and Megan Atkinson received five votes to be appointed to the Design Commission, Position 1, expiring May 31, 2027.

Position 1 Ballot Results:

Anderl - Megan Atkinson
Jacobson – Traci Granbois
Nice - Megan Atkinson
Reyolds - Megan Atkinson
Rosenbaum - Megan Atkinson
Weiker - Megan Atkinson
Weinberg - Jason Rogers

Position 2 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Megan Atkinson, Sarah Fletcher, Traci Granbois, Valerie Lanterman, Jason Rogers, and Hannah Youn

The ballots were tallied, and Traci Granbois received six votes to be appointed to the Design Commission, Position 2, expiring May 31, 2027.

Position 2 Ballot Results:

Anderl - Traci Granbois
 Jacobson - Traci Granbois
 Nice - Traci Granbois
 Reynolds - Traci Granbois
 Rosenbaum - Traci Granbois
 Weiker - Traci Granbois
 Weinberg - Jason Rogers

Parks & Recreation Commission – Two open positions; twelve applications received.

Position 1 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Lacey Aaker, Ka Anderson, Daniel Becker, Don Cohen, Sarah Fletcher, Chriz Goelz, Ashley Hay, Lindsey Holt, Daniel Norwood, Joanna Sheppard, Robert Weisman, and Hannah Youn.

The ballots were tallied, and Don Cohen received six votes to be appointed to the Parks & Recreation Commission, Position 1, expiring May 31, 2027.

Position 1 Ballot Results:

Anderl - Don Cohen
 Jacobson - Ashley Hay
 Nice - Don Cohen
 Reynolds - Don Cohen
 Rosenbaum - Don Cohen
 Weiker - Don Cohen
 Weinberg - Don Cohen

Position 2 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Lacey Aaker, Ka Anderson, Daniel Becker, Don Cohen, Sarah Fletcher, Chriz Goelz, Ashley Hay, Lindsey Holt, Daniel Norwood, Joanna Sheppard, Robert Weisman, and Hannah Youn.

The ballots were tallied, and Ashley Hay received six votes to be appointed to the Parks & Recreation Commission, Position 2, expiring May 31, 2027.

Position 2 Ballot Results:

Anderl - Ashley Hay
 Jacobson - Ashley Hay
 Nice - Ashley Hay
 Reynolds - Ashley Hay
 Rosenbaum - Ashley Hay
 Weiker - Ashley Hay
 Weinberg - Daniel Becker

Planning Commission – Three open positions; seven applications received.

Position 1 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Lacey Aaker, Angela Battazzo, Kian Bradley, Chris Goelz, Jonathan Harrington, Michael Murphy, and Hannah Youn.

The ballots were tallied, and Michael Murphy received six votes to be appointed to the Planning Commission, Position 1, expiring May 31, 2027.

Position 1 Ballot Results:

Anderl - Angela Battazzo
 Jacobson - Michael Murphy
 Nice - Michael Murphy
 Reynolds - Michael Murphy
 Rosenbaum - Michael Murphy
 Weiker - Michael Murphy
 Weinberg - Michael Murphy

Position 2 - Term 2027 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Lacey Aaker, Angela Battazzo, Kian Bradley, Chris Goelz, Jonathan Harrington,

Michael Murphy and Hannah Youn.

The ballots were tallied, and Angela Battazzo received six votes to be appointed to the Planning Commission, Position 2, expiring May 31, 2027.

Position 2 Ballot Results:

Anderl - Angela Battazzo
 Jacobson - Angela Battazzo
 Nice - Angela Battazzo
 Reynolds - Angela Battazzo
 Rosenbaum - Angela Battazzo
 Weiker - Angela Battazzo
 Weinberg - Chris Goelz

Position 3 - Term 2024 - City Clerk Larson emailed the ballots to each Councilmember with a list of the following applicants: Lacey Aaker, Angela Battazzo, Kian Bradley, Chris Goelz, Jonathan Harrington, Michael Murphy, and Hannah Youn.

The ballots were tallied, and Chris Goelz received five votes to be appointed to the Planning Commission, Position 3, expiring May 31, 2024.

Position 3 Ballot Results:

Anderl - Chris Goelz
 Jacobson - Chris Goelz
 Nice - Chris Goelz
 Reynolds - Kian Bradley
 Rosenbaum - Lacey Aaker
 Weiker - Chris Goelz
 Weinberg - Chris Goelz

City Clerk Larson read the appointments section of Resolution No. 1644.

It was moved by Jacobson; seconded by Reynolds to:

Approve Resolution No. 1644, appointing those voted on to fill the vacancies on the Arts Council, Design Commission, Parks & Recreation Commission, and Planning Commission, and setting the appointment date as June 9, 2023.

PASSED: 7-0

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

AB 6279: AWC 2023 Business Meeting Voting Delegate

Mayor Nice explained to the City Council that they need to select voting delegates to attend the AWC Business meeting in June. Councilmember Weiker said she would be attending the AWC Conference and could be the voting delegate.

It was moved by Reynolds; seconded by Jacobson to:

Appoint Councilmember Weiker as the voting delegate at the AWC 2023 Business Meeting in June.

PASSED: 7-0

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

AB 6284: Repeal Ordinance No. 23C-04 related to the Adoption of the 2021 Construction Codes

CPD Director Jeff Thomas presented the background on the repeal of Ordinance No. 23C-04 to maintain the current construction codes in MICC Title 17 to maintain compliance with state law since. He spoke about how the Washington State Building Code Council delaying the adoption of the 2021 Building Code for 120 days and discussed the next steps, including the further amendments to the residential and commercial energy codes, and when the building codes will return to City Council for approval this fall.

It was moved by Jacobson; seconded by Rosenbaum to:

Adopt at first reading under City Council Rules of Procedures 6.3(C)(3), Ordinance No. 23C-07 repealing Ordinance No. 23C-04 and maintaining the current construction codes in MICC Title 17.

PASSED: 7-0

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

Council was in recess from 7:41-7:51 pm

AB 6283: Initial Discussion of Regional Fire Service Proposals

City Manager Jessi Bon presented an overview of the Regional Fire Service Proposals that were received from the City of Bellevue and Eastside Fire and Rescue. She provided background of the Mercer Island Fire Department (MIFD) and the current MIFD staffing model and spoke how there would be no reduction in service levels in a Regional Fire service model. City Manager Bon spoke about how fire services are different now than even a few decades ago and cover many more services than just fire emergencies. She spoke about how a regional collaboration often provides for enhanced fire and emergency services, introducing specialty services not available through a smaller department, in a cohesive, efficient, and cost-efficient manner. City Manager Bon discussed what mutual aid agreements are and how MIFD works currently with in a mutual aid structure through a regional coordination framework. She discussed the trends in the region of regionalizing fire services and that most surrounding communities have moved to a regional services model.

City Manager Bon discussed the review of Regional Fire Services Proposals that were received from the City of Bellevue and Eastside Fire and Rescue that has been conducted by staff and the City Council ad-hoc committee that have met four times in the month of May. She also discussed next steps in the City Manager recommendation to the City Council on the adoption of a Regional Fire Services Model.

Management Analyst Robbie Cunningham-Adams presented the initial cost analysis of MIFD compared to the proposals received from Eastside Fire and Rescue and City of Bellevue, as shown in Exhibit 1 of AB 6283. He walked through the costs for each entity covering anticipated costs for 2024.

City Council discussed the proposals and asked questions of staff.

It was moved by Weinberg; seconded by Reynolds to:

Ask staff to gather COLA information from the past 5 years for Mercer Island, Eastside Fire and Rescue, and City of Bellevue, and prepare an analysis for the council of whether the historical gap between Mercer Island's COLAs and those of Eastside Fire and Rescue and City of Bellevue would, if projected forward 10 years, have a material impact on the cost savings, if any of outsourcing the Fire Department

FAILED: 2-5

FOR: 2 (Reynolds and Weinberg)

AGAINST: 5 (Anderl, Jacobson, Nice, Rosenbaum, and Weiker)

It was moved by Weinberg; seconded by Reynolds to:

Ask staff to ask Eastside Fire and Rescue and City of Bellevue to provide an itemization of their Administration Fees, showing how much of their Administration Fee would go to each department or leadership role.

FAILED: 2-5

FOR: 2 (Reynolds and Weinberg)

AGAINST: 5 (Anderl, Jacobson, Nice, Rosenbaum, and Weiker)

It was moved by Reynolds; seconded by Weinberg to:

Ask the City Manager to identify two to three cities that have subcontracted with one of these fire agencies and interview the City Manager or Mayor of those cities to report back to the ad hoc committee on their experience with being a subcontractor.

FAILED: 2-5

FOR: 2 (Reynolds and Weinberg)

AGAINST: 5 (Anderl, Jacobson, Nice, Rosenbaum, and Weiker)

Council was in recess from 9:31pm - 9:38pm.

AB 6278: Adoption of 2024-2029 Six-Year Transportation Improvement Program Review

Deputy Public Works Director Patrick Yamashita introduced the 2024-2029 Six-Year Transportation Improvement Program (TIP).

Transportation Engineer Lia Klein presented the review process of the 2024-2029 Six-Year TIP and discussed the changes to the TIP since May 2 to include the Mercer Way Shoulder Study.

The City Council discussed the TIP and asked questions of staff.

It was moved by Jacobson; seconded by Rosenbaum to:

Adopt the 2024-2029 Transportation Improvement Program as reflected in Exhibit 3.

PASSED: 7-0

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

OTHER BUSINESS

Planning Schedule

City Manager Jessi Bon spoke about the June 20 and the July 5 City Council Meetings.

Councilmember Absences and Reports

Councilmember Reynolds provided an update on the Parks & Recreation Commission meeting last week where the Commission started work on a naming/renaming policy. He thanked MIFD for their work and thanked staff for the work on the boards and commissions recruitment.

Deputy Mayor Rosenbaum attended the PTA Advocacy Committee Meeting and noted there is a PTA Council meeting tomorrow.

Councilmember Weiker thanked staff for all the great work.

EXECUTIVE SESSION #2

At 9:59 pm, Mayor Nice convened an Executive Session via Microsoft Teams. The Executive Session was to discuss with legal counsel to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).

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

Mayor Nice adjourned the Executive Session at 10:30 pm.

ADJOURNMENT

The Special Hybrid Council Meeting adjourned at 10:30 pm.

Attest:

Salim Nice, Mayor

Andrea Larson, City Clerk



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6286
June 20, 2023
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6286: Renew 2024-2026 Interlocal Cooperation Agreement with King County Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program Consortiums	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Authorize the automatic renewal of the interlocal agreement with King County for the CDBG and HOME Consortiums.	

DEPARTMENT:	Community Planning and Development
STAFF:	Jeff Thomas, CPD Director Alison Van Gorp, Deputy CPD Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Interlocal Cooperation Agreement 2. Letter from King County Department of Community and Human Services
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to provide the City Council with an opportunity to review the Interlocal Cooperation Agreement (“ICA”) renewal regarding continued participation by the City of Mercer Island in the King County Community Development Block Grant (CDBG) Consortium and the King County HOME Investment Partnerships (HOME) Program Consortium.

- The ICA for the CDBG Consortium and HOME Consortium (Exhibit 1) was signed in 2014 ([AB 4979](#)) and covered the years 2015-2017.
- The ICA was renewed without changes for the years 2018-2020 and 2021-2023 ([AB 5722](#)), and will automatically renew for the years 2024-2026 unless the City of Mercer Island decides to not participate in one or both.

BACKGROUND

CDBG is a program of the U.S. Department of Housing and Urban Development (HUD) that funds local community development activities with the goal of providing affordable housing, anti-poverty programs,

and infrastructure development. The funds are distributed on a formula basis to states and local governments.

The HOME Program, likewise, provides formula grants to States and localities that communities use, often in partnership with local nonprofit groups, to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people.

CDBG and HOME funds are dispersed annually by HUD. States, counties, and large cities receive funds directly. Small cities, with a population under 50,000, do not receive funds directly. Rather, funds are allocated either to the state, or in urban areas, to the county for distribution. Smaller cities in urban areas, like Mercer Island, can collaborate to receive funds through an Urban County Consortium. Cities that choose not to participate in an Urban County Consortium are eligible to apply for grant funds through the state.

King County and the smaller cities in King County, including Mercer Island, jointly cooperate in an Urban County Consortium to further the broad goals of the federal programs. Funds are distributed to the Consortium via King County and are then allocated to projects. To carry out these activities, King County and the Consortium have agreed to a decision-making structure through the ICA.

The King County Housing, Homelessness and Community Development Division manages consortium funds on behalf of the participating city members and staffs the Joint Recommendations Committee (JRC) of the consortium. The JRC is an inter-jurisdictional body that provides funding recommendations and advice on guidelines and procedures for King County and its consortia city partners on a wide range of housing and community development issues. The JRC is comprised of three King County representatives appointed by the King County Executive, and eight representatives of consortia cities. Sub-regional inter-jurisdictional committees have also been established to advise the JRC in its review and recommendation of projects and programs funded with federal grants. The sub-regional committees are made up of one representative from each participating jurisdiction in a sub-region of King County. There are currently North/East and South County sub-regional advisory committees. Mercer Island participates in the North/East sub-regional committee.

The North/East subregion has elected to split CDBG funds into separate tracks for distributing 1) affordable housing funding, and 2) non-housing funding. Forty percent of the CDBG funds are managed by ARCH (A Regional Coalition for Housing) and are awarded to eligible affordable housing projects that are selected by the ARCH Executive Board through a competitive process. These funds assist Mercer Island in meeting its affordable housing goals. The remaining sixty percent of funds allocated to this sub-region are designated for local infrastructure and park projects and are awarded through a competitive process by the JRC. Mercer Island can apply for these funds through the competitive process each year. The chart below summarizes the CDBG funds available to the North/East subregion over the last four years.

	Affordable Housing Projects	Non-Housing Capital Projects
2019	\$113,797	\$170,694
2020	\$126,455	\$189,682
2021	\$178,570	\$639,174
2022	\$164,737	\$524,519

ISSUE/DISCUSSION

The CDBG and HOME Consortiums are established through an interlocal cooperation agreement (ICA), which is reviewed and if needed, modified every three years to coincide with the federal program cycle. The ICA for the CDBG Consortium and HOME Consortium (Exhibit 1) was signed in 2014 ([AB 4979](#)) and initially covered the years 2015-2017. It was renewed with no changes for years 2018-2020 and 2021-2023 ([AB 5722](#)). The ICA will be automatically renewed again for the years 2024-2026 unless the City notifies King County and HUD that Mercer Island has decided not to participate in one or both during the 2024-2026 term. This notification must be made by June 24, 2023.

Continued participation in the CDBG and HOME Consortiums has benefits for the City and for low- and moderate-income residents. Benefits include access to home repair and emergency assistance grants and loans, as well as funding for affordable housing construction/preservation and for capital projects including parks and infrastructure improvements. These benefits are further detailed in the May 24 letter to Mayor Nice from Simon Foster, Division Director of King County's Housing, Homelessness and Community Development Division (Exhibit 2).

NEXT STEPS

It is recommended that the City continue to participate in the CDBG and HOME Consortiums by allowing the ICA to automatically renew. While no formal action is required for continued participation, a motion to renew the ICA is requested to affirm the City's position. Alternatively, if the City Council would like to withdraw from the CDBG or HOME consortia, action must be taken to notify King County and HUD by June 24, 2023.

RECOMMENDED ACTION

Authorize the automatic 2024-2026 renewal of the Interlocal Cooperation Agreement with King County for the Community Development Block Grant Consortium and the HOME Investment Partnerships Program Consortium.

**INTERLOCAL COOPERATION AGREEMENT
REGARDING THE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

THIS AGREEMENT is entered into by and between King County (hereinafter the "County") and the City of Mercer Island, (hereinafter the "City") said parties to this Agreement each being a unit of general local government in the State of Washington.

WITNESSETH:

WHEREAS, the federal government, through adoption and administration of the Housing and Community Development Act of 1974 (the "Act"), as amended, will make available to King County Community Development Block Grant funds, hereinafter referred to as "CDBG", for expenditure during the **2015, 2016 and 2017** funding years; and

WHEREAS, the area encompassed by unincorporated King County and all participating cities, has been designated by the United States Department of Housing and Urban Development ("HUD"), as an urban county for the purpose of receiving CDBG funds; and

WHEREAS, the Act directs HUD to distribute to each urban county a share of the annual appropriation of CDBG funds based on formula, taking into consideration the social and economic characteristics of the urban county; and

WHEREAS, the Act allows participation of units of general government within an urban county in undertaking activities that further the goals of the CDBG program within the urban county; and

WHEREAS, the CDBG Regulations require the acceptance of the King County Consortium Consolidated Housing and Community Development Plan ("Consolidated Plan") by participating jurisdictions; and

WHEREAS, King County is responsible to the federal government for all activities undertaken with CDBG funds and shall ensure that all CDBG assurances and certifications King County is required to submit to HUD with the Annual Action Plan are met; and

WHEREAS, King County and the participating jurisdictions agree that it is mutually desirable and beneficial to enter into a consortium arrangement pursuant to and authorized by the National Affordable Housing Act of 1990, as amended, 42 USC 12701 et. seq. and 24 CFR Part 92 for purposes of the HOME Investment Partnerships Program, hereinafter referred to as "HOME Program", and to cooperate in undertaking HOME Program activities; and

WHEREAS, King County and the participating jurisdictions agree that it is mutually desirable and beneficial to enter into a consortium arrangement pursuant to and authorized by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, for purposes of the Emergency Solutions Grant Program, hereinafter referred to as "ESG", and to cooperate in undertaking ESG activities; and

WHEREAS, King County shall undertake CDBG, ESG and HOME Program-funded activities in participating incorporated jurisdictions as specified in the Consolidated Plan by granting funds to those jurisdictions and to other qualifying entities to carry out such activities; and

WHEREAS, King County and the participating jurisdictions are committed to targeting CDBG, ESG and HOME Program funds to ensure benefit for very low to moderate-income persons as defined by HUD; and

WHEREAS, King County and the participating jurisdictions recognize that needs of very low to moderate-income persons may cross jurisdictional boundaries and therefore can be considered regional and sub-regional needs as well as local needs; and

WHEREAS, King County, in conjunction with the participating jurisdictions, must submit an Annual Action Plan to HUD, which is a requirement to receive CDBG funds; and

WHEREAS, the purpose of this Interlocal Cooperation Agreement, entered into pursuant to and in accordance with the State Interlocal Cooperation Act, RCW Chap. 39.34, is to form an urban county consortium, ("Consortium"), for planning the distribution and administration of CDBG, ESG, HOME Program, and other federal funds received on behalf of the Consortium from HUD, and for execution of activities in accordance with and under authority of the Act:

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING CIRCUMSTANCES AND IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, IT IS AGREED THAT:

I. GENERAL AGREEMENT

The County and City agree to cooperate to undertake, or assist in undertaking, activities which further the development of viable urban communities, including community renewal and lower-income housing assistance activities, funded from annual CDBG, ESG and HOME Program funds from federal fiscal years **2015, 2016 and 2017** appropriations, from recaptured funds and from any program income generated from the expenditure of such funds. These activities include the provision of decent housing, homeless assistance, and a suitable living environment and economic development opportunities, principally for persons with very low to moderate incomes.

II. DEFINITIONS

- A. "JRC" means the inter-jurisdictional Joint Recommendations Committee as described in Section V of this Agreement.
- B. "CDBG Consortium Partners" means jurisdictions that are official HUD-recognized participants in the CDBG Consortium through a signed Interlocal Agreement.
- C. "Consolidated Plan" is the King County Consortium Consolidated Housing and Community Development Plan, a HUD-required plan that identifies needs and contains a strategic plan to guide the investment of HUD CDBG, HOME and ESG funds for a multi-year period not to exceed five years.

III. GENERAL DISTRIBUTION OF FUNDS

The distribution of CDBG and HOME Program funds for the King County urban county Consortium shall be governed by the provisions below.

Planning and Administration

- A. The Administrative and Planning Set-asides for the CDBG and the HOME Programs, to be reserved by the County to meet the County's responsibility to meet all HUD requirements for planning and administration, shall be the maximum allowable by HUD [currently twenty (20) percent of the CDBG funds available from the annual entitlement and twenty (20) percent of program income, and ten (10) percent of the HOME Program funds available from the annual entitlement and ten (10) percent of program income]. If the current percentages for CDBG and/or HOME administration and planning are changed at the federal level, the Consortium may allow the percentage retained by the County to change, following review and recommendation by the Joint Recommendations Committee ("JRC"), as provided in Section V, and approval by the Metropolitan King County Council, as provided in Section VI.

Public/Human Services

- B. The Human Services Set-aside of CDBG shall be the maximum allowable by HUD for human services [currently fifteen (15) percent of the funds available from the CDBG annual entitlement and fifteen (15) percent of program income]. The Human Services Set-aside, including Housing Stability homeless prevention activities and other homeless activities, shall be determined by the CDBG Consortium Partners and approved by the JRC in the Consortium's most current Consolidated Housing and Community Development Plan.

Housing Repair

- C. The Housing Repair Program Set-aside shall be twenty (20) percent of the funds available from the CDBG entitlement and twenty (20) percent of program income (this percentage is discretionary and not required or limited by HUD). The JRC may periodically review and recommend increases or decreases to this percentage if, in its judgment, there has been a substantial change in the Consortium's overall funding or need for housing repair that justifies an increase or decrease.

Remaining Capital Funding

- D. The remaining entitlement and program income funds, as well as any recaptured or prior year funds, shall be divided into two separate funds for the two sub-regions of the county: 1) north/east sub-region; and 2) south sub-region. The percentage split between the two funds shall be equal to the percentage of low to moderate-income population represented by each sub-region. Each sub-region may propose funding priorities and allocate portions of the sub-region's funds to such priorities for separate competitive processes. Such competitive processes must be for eligible activities that are consistent with the King County Consortium Consolidated Housing and Community Development Plan. A sub-region may also

elect to allocate additional funds to the Consortium's Housing Repair Program for the benefit of residents of the sub-region.

1. The north/east sub-region shall include those cities in the north and east and those portions of unincorporated King County that lie north of Interstate 90. The cities of Mercer Island, Newcastle, Issaquah, and North Bend, which are at or near the Interstate 90 border, along with their designated potential annexation areas, also shall be included in the north/east sub-region.
2. The south sub-region shall include those cities south of Interstate 90 and those portions of unincorporated King County that lie south of Interstate 90, except for the cities of Mercer Island, Newcastle, Issaquah, and North Bend and their potential annexation areas, which are part of the north/east sub-region.
3. The formula for dividing the funds between the two sub-regions shall be based on each sub-region's share of the Consortium's low to moderate-income population.

CDBG Guidelines to Address Programmatic Details:

- E. The CDBG Consortium Partners may propose King County Consortium CDBG, ESG and HOME Guidelines, for approval by the JRC, to guide the Consortium regarding details of program implementation, including, but not limited to, funding guidelines, frequency of application processes, Consortium procedures and goals for geographic equity in the distribution of funds over time.

IV. USE OF FUNDS: GENERAL PROVISIONS

- A. Funds shall be used to support the goals, objectives and strategies of the King County Consortium Consolidated Housing and Community Development Plan.
- B. Funds shall be used in accordance with the CDBG regulations at 24 CFR Part 570, ESG regulations at 24 CFR Part 576, Home Program regulations at 24 CFR Part 92, and all other applicable federal regulations.

V. JOINT RECOMMENDATIONS COMMITTEE

An inter-jurisdictional Joint Recommendations Committee ("JRC") was established through the 2009 – 2011 CDBG/HOME Consortium Interlocal Cooperation Agreement and through King County Code Chapter 24.13, and is hereby adopted as part of this Agreement.

- A. Composition—The JRC for the CDBG/ESG/HOME Consortium shall be composed of three county representatives and eight cities representatives.
 1. The three county representatives shall be King County Executive staff with broad policy responsibilities and/or department directors. County representatives shall be specified in writing and, where possible, shall be consistently the same persons from meeting to meeting.

2. Four of the cities representatives shall be from those cities signing this interlocal cooperation agreement, two from each sub-region.
 3. The remaining four cities representatives shall be from cities that qualify to receive CDBG entitlement funds directly from HUD and that are not signing this agreement, but are signing either Joint Agreements or HOME Program-only agreements. These latter four representatives shall have no vote on matters specific to the jurisdictions that are parties to this Agreement.
 4. The chairperson and vice-chairperson of the JRC shall be chosen from among the members of the JRC by a majority vote of the members for a term of one year beginning with the first meeting of the calendar year. Attendance of five members of the entire body of eleven members of the JRC for the CDBG/HOME Consortium shall constitute a quorum for voting matters in which all members of the JRC are eligible to vote. For voting items of the Regular CDBG Consortium, in which only seven members may vote (those identified in sub-sections 1 and 2 of this section), four members shall constitute a quorum, made up of two King County representatives and two city representatives.
- B. **Appointments**—The King County Executive shall appoint the three county representatives. The participating cities shall provide for the appointment of their shared representatives in a manner to be determined by those cities through the Sound Cities Association or other agreed-upon mechanism for the execution of shared appointing authority. The Sound Cities Association or other agreed mechanism will select four jurisdictions of varying size from among those signing this Agreement, two from the north/east sub-region and two from the south sub-region. The cities representatives shall be elected officials, chief administrative officers, or persons who report directly to the chief administrative officer and who have broad policy responsibilities; e.g., planning directors, department directors, etc. Members of the JRC shall serve for two years, or at the pleasure of their respective appointing authorities.
- C. **Powers and Duties**—The JRC shall be empowered to:
1. Review and recommend to the King County Executive all policy matters concerning the Consortium CDBG, ESG and HOME Program, including but not limited to the Consolidated Plan and related plans and policies.
 2. Review and recommend to the King County Executive the projects and programs to be undertaken with CDBG funds, ESG funds and HOME Program funds, including the Administrative Set-aside.
 3. Monitor and ensure that all geographic areas and actively participating jurisdictions benefit from CDBG, ESG and HOME Program funded activities over time, so far as is feasible considering eligible applications submitted within the goals, objectives and strategies of the Consolidated Plan: 1) there is equity in distribution of funds pursuant to proportion of

the region's low to moderate-income population; and, 2) equity is achieved over time pursuant to Consortium Guidelines adopted by the JRC to the extent feasible.

- D. **Advisory Committees to JRC**—In fulfilling its duty to review and recommend projects and programs to be undertaken with the CDBG, ESG and HOME Program funds, the JRC shall consider the advice of sub-regional inter-jurisdictional advisory committees. Sub-regional advisory committees, made up of one representative from each participating jurisdiction in a sub-region that wishes to participate, shall be convened to assist in the review and recommendation of projects and programs to be undertaken in that sub-region. The JRC may also solicit recommendations from other inter-jurisdictional housing and community development committees.

VI. RESPONSIBILITIES AND POWERS OF KING COUNTY

- A. Notwithstanding any other provision contained in this Agreement, the County as the applicant and grantee for CDBG, ESG and HOME Program funds has responsibility for and assumes all obligations in the execution of the CDBG, ESG and HOME Programs, including final responsibility for selecting and executing activities, and submitting to HUD the Consolidated Plan, Annual Action Plans, and related plans and reports, including the Analysis of Impediments to Fair Housing Choice and the Fair Housing Action Plan. Nothing contained in this Agreement shall be construed as an abdication of those responsibilities and obligations.
- B. The Metropolitan King County Council shall have authority and responsibility for all policy matters, including the Consolidated Plan, upon review and recommendation by the JRC.
- C. The Metropolitan King County Council shall have authority and responsibility for all fund allocation matters, including approval of the annual CDBG, ESG and HOME Program Administrative Set-asides and appropriation of all CDBG, ESG and HOME Program funds.
- D. The King County Executive, as administrator of the CDBG, ESG and HOME Programs, shall have authority and responsibility for all administrative requirements for which the County is responsible to the federal government.
- E. The King County Executive shall have authority and responsibility for all fund control and disbursements.
- F. The King County Executive shall have the authority and responsibility to staff the JRC and provide liaison between HUD and the urban county Consortium. County Executive staff shall prepare and present to the JRC evaluation reports or recommendations concerning specific proposals or policies, and any other material deemed necessary by the JRC to help it fulfill its powers and duties in IV. C., above.

- G. King County Executive staff shall have the authority and responsibility to communicate and consult with participating jurisdictions on CDBG, ESG and HOME Program policy and program matters in a timely manner.
- H. King County Executive staff shall have the authority and responsibility to convene sub-regional advisory committees made up of representatives from participating jurisdictions in the sub-region to advise the JRC on the allocation of the sub-regional funds.
- I. King County Executive staff shall provide periodic reports on clients served by jurisdictions in the Housing Stability and Housing Repair programs and on the status of CDBG, ESG and HOME Program funded projects and make them available to all participating jurisdictions and the JRC.
- J. King County Executive staff shall solicit proposals, administer contracts, and provide for technical assistance, both in the development of viable CDBG, ESG and HOME Program proposals and in complying with CDBG, ESG and HOME Program contractual requirements.
- K. King County shall have environmental review responsibility for purposes of fulfilling requirements of the National Environmental Policy Act, under which King County may require the local incorporated jurisdiction or contractor to furnish data, information, and assistance for King County's review and assessment in determining whether an Environmental Impact Statement is required.
- L. King County, as the official applicant, shall have the authority and responsibility to ensure that any property acquired or assisted with CDBG funds or HOME Program funds is disposed of or used in accordance with federal regulations.

VII. RESPONSIBILITIES OF THE PARTICIPATING CITIES

- A. All participating cities shall cooperate in the development of the Consolidated Plan and related plans.
- B. All participating cities shall assign a staff person to be the primary contact for the County on CDBG, ESG and HOME Program issues. The assigned CDBG, ESG and HOME Program contact person is responsible for communicating relevant information to others at the participating city, including any representative the city may choose to send to the sub-regional advisory committee, if that representative is not the CDBG, ESG and HOME Program contact person.
- C. At its discretion, a participating city may assign a representative to attend meetings of the sub-regional advisory committee. This representative may or may not be the City's CDBG, ESG and HOME Program contact person. It may be the CDBG, ESG and HOME Program contact person, a different staff member, an elected official, or a citizen.
- D. If and when a participating city deems necessary or advisable, it may prepare applications for CDBG or HOME Program funds to address the needs of its residents, consistent with the Consolidated Plan.

- E. Each participating city shall obtain its council's authorization for any CDBG or HOME Program application submitted.
- F. All participating cities shall carry out CDBG or HOME Program funded projects in a manner that is timely and consistent with contractual requirements.
- G. All participating cities owning community facilities or other real property acquired or improved in whole or in part with CDBG or HOME Program funds shall comply with use restrictions as required by HUD and as required by any relevant policies adopted by the JRC.
 - 1. During the period of the use restriction, the participating cities shall notify King County prior to any modification or change in the use of real property acquired or improved in whole or in part with CDBG or HOME Program funds. This includes any modification or change in use from that planned at the time of the acquisition or improvement, including disposition.
 - 2. During the period of the use restriction, if the property acquired or improved with CDBG or HOME Program funds is sold or transferred for a use which does not qualify under the applicable regulations, the participating city shall reimburse King County in an amount equal to the current fair market value (less any portion thereof attributable to expenditures of funds other than CDBG or HOME Program funds).

VIII. RESPONSIBILITIES OF ALL PARTICIPATING JURISDICTIONS

- A. All participating jurisdictions shall be considered to be those jurisdictions that have signed this Agreement.
- B. All participating jurisdiction shall fulfill to the County's reasonable satisfaction all relevant requirements of federal laws and regulations that apply to King County as applicant, including assurances and certifications described in Section VIII below.
- C. Each participating jurisdiction or cooperating unit of general local government certifies that it has adopted and is enforcing:
 - 1. A policy that prohibits the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 2. A policy that enforces applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of non-violent civil rights demonstrations within jurisdiction.
- D. Pursuant to 24 CFR 570.501(b), all participating units of local governments are subject to the same requirements applicable to sub-recipients when they receive CDBG funds to implement an activity. The applicable requirements include, but are not limited to, a written agreement with the County that complies with 24 CFR 570.503 and includes provisions not limited to: statement of work; records and reports; program income; uniform administrative items; other program

requirements; conditions for religious organizations; suspension and termination; and reversion of assets.

- E. All participating units of local government understand that they may not apply for grants from appropriations under the federal Small Cities or State CDBG Programs during the period in which they participate in this Agreement.
- F. All participating units of local government understand that they may not sell, trade or otherwise transfer all or any portion of the urban county consortium CDBG funds to another metropolitan city, urban county unit of general local government, Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act.
- G. All units of local government participating in the CDBG urban county consortium through this interlocal cooperation agreement understand that they are also part of the urban county for the HOME Program and that they may not participate in a HOME Program consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and also understand that they are part of the urban county for the ESG Program and may only receive a formula allocation for ESG through the urban county consortium.
- H. All participating units of local government hereby agree to affirmatively further fair housing and to ensure that no CDBG or HOME Program funds shall be expended for activities that do not affirmatively further fair housing within its jurisdiction or that impede the County's actions to comply with its fair housing certification. For purposes of this section, "affirmatively furthering fair housing" includes participation in the process of developing an Analysis of Impediments to Fair Housing Choice and a Fair Housing Action Plan. While King County has the primary responsibility for the development of these reports to HUD pursuant to Section VI.A. of this Agreement, upon request, the City shall provide assistance to the County in preparing such reports. All participating units of local government acknowledge that the urban county consortium is prohibited from funding activities in, or in support of, any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the county's actions to comply with the county's fair housing certification.
- I. Participating jurisdictions undertaking activities and/or projects with CDBG funds distributed under this Agreement shall retain full civil and criminal liability as though these funds were locally generated.
- J. Participating jurisdictions retain responsibility in fulfilling the requirements of the State Environmental Policy Act under which King County has review responsibility only.

IX. GENERAL TERMS

- A. This Agreement shall extend through the **2015, 2016 and 2017** program years, and shall remain in effect until the CDBG funds, ESG funds, Home Program funds and program income received with respect to activities carried out during the three-year qualification period are expended and the funded activities completed. This Agreement shall be automatically renewed for participation in successive three-year qualification periods, unless the County or the City provides written notice that it wishes to amend this Agreement or elects not to participate in the new qualification period by the date set forth by the United States Department of Housing and Urban Development (HUD) in subsequent Urban County Qualification Notices. By the date specified in HUD's Urban County Qualification Notice for the next qualification period, King County will notify each participating city in writing of its right not to participate, and a copy of King County's written notification will be sent to HUD by the date specified in the urban county qualification schedule. Each party to this Agreement must adopt amendments necessary to meet the requirements for cooperation agreements as set forth in the Urban County Qualification Notice applicable for a subsequent three-year county qualification period, and to submit such amendment to HUD, as provided in the notice. Failure to comply with the notice will void the automatic renewal for such qualification period.
- B. Pursuant to 24 CFR Part 570.307(d)(2), during the period of qualification no included unit of general local government may terminate or withdraw from the cooperation agreement while it remains in effect.
- C. It is understood that by signing this Agreement, the City shall agree to comply with the policies, goals, objectives and strategies of the King County Consortium Consolidated Housing and Community Development Plan.
- D. Parties to this Agreement must take all required actions necessary to assure compliance with King County's certification under Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, (Title III of the Civil Rights Act), the Fair Housing Act as amended, affirmatively furthering fair housing, Section 109 of Title I of the Housing and Community Development Act of 1974, as amended, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and other applicable laws.
- E. This Agreement shall be executed in three counterparts, each of which shall be deemed an original, by the chief executive officers of the County and the City, pursuant to the authority granted them by their respective governing bodies. One of the signed Agreements shall be filed by the County with the Region X office of HUD, one shall be filed with the City and one shall be filed with the County. Prior to its taking effect, the fully executed Agreement shall be filed with the County Auditor, or, alternatively, listed by subject on a public agency's web site or other electronically retrievable public source.

- F. It is recognized that amendment to the provisions of this Agreement may be appropriate, and such amendment shall take place when the parties to this Agreement have executed a written amendment to this Agreement.

- G. This Agreement is made and entered into for the sole protection and benefit of the parties hereto and their successors and assigns. No other person shall have any right of action based on any provision of this Agreement.

KING COUNTY, WASHINGTON

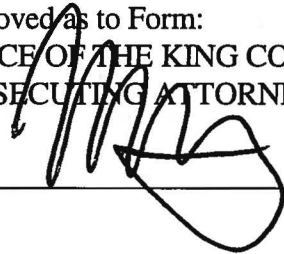

for King County Executive

Adrienne Quinn
Printed Name

Director, Department of Community and
Human Services
Title

7/25/14
Date

Approved as to Form:
OFFICE OF THE KING COUNTY
PROSECUTING ATTORNEY



CITY OF MERCER ISLAND, WASHINGTON

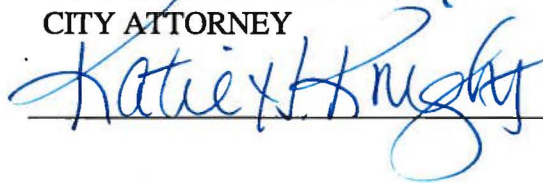

By: Signature

Noel Treat
Printed Name

City Manager
Title

7/8/14
Date

Approved as to Form:
CITY OF MERCER ISLAND
CITY ATTORNEY



Katie H. Knight
City Attorney

ATTEST:
CITY OF MERCER ISLAND



Allison Spietz
City Clerk



King County

Housing, Homelessness and Community Development Division

Department of Community and Human Services

401 Fifth Avenue, Suite 500
Seattle, WA 98104

Phone **206-263-9105** Fax 206-205-6565
TTY Relay Service: 711

May 24, 2023
VIA EMAIL

The Honorable Salim Nice, Mayor
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
salim.nice@mercerisland.gov

RE: INTERLOCAL COOPERATION AGREEMENT RENEWAL

Dear Mayor Nice,

I am writing to you regarding the continued participation by the City of Mercer Island in the King County Community Development Block Grant (CDBG) Consortium, the King County HOME Investment Partnerships (HOME) Program Consortium, and the Regional Affordable Housing Program (RAHP) Consortium. The Interlocal Cooperation Agreements (ICA) for the CDBG Consortium and HOME Consortium cover 2015-2017, which were renewed with no changes for years 2018 – 2020 and 2021-2023. This letter is to notify you that these ICAs will be automatically renewed for the years 2024-2026 unless you notify King County and the United States Department of Housing and Urban Development (HUD) that the City of Mercer Island has decided to **not** participate in one or both of them during the 2024-2026 term.

King County Code, Title 24, Chapter 13 (KCC 24.13) sets out the framework for King County to enter into consortia relationships through interlocal cooperation agreements to partner in the distribution and administration of funds made available through the HUD and affordable housing funds established by Section 36.22.178 of the Revised Code of Washington (RCW).

Pursuant to KCC 24.13, it is the policy of King County to partner and form urban county consortia with the cities and towns in King County outside of the City of Seattle¹ for the HUD-administered CDBG and HOME programs. As a member of the King County CDBG Consortium, your city will also participate with King County regarding the distribution and administration of federal Emergency Solutions Grant (ESG) funds. In addition, King County also partners with all cities and towns in King County for Regional Affordable Housing Program (RAHP) document recording surcharge fee funds for affordable housing, governed by RCW 36.22.178, which requires the County to enter into Interlocal agreements.

¹ As a large metropolitan city, Seattle receives an independent allocation of CDBG, ESG and HOME Program funds directly from HUD.

The King County Housing, Homelessness, and Community Development Division administers the CDBG, ESG, HOME, and RAHP Consortia funds on behalf of the participating city members and staffs of the inter-jurisdictional Joint Recommendations Committee (JRC) of the consortia. The JRC reviews and recommends policy matters and project selections concerning consortia funds to the King County Executive.

Benefits of Continued Participation in the King County CDBG Consortium

Participation in the King County CDBG Consortium is advantageous for the following reasons:

- Low- and moderate-income homeowners in your city can apply for home repair grants or loans;
- Low- and moderate-income residents who are homeless or at risk for homelessness may be eligible for assistance to help them remain in their homes or to move into permanent housing;
- Nonprofit organizations that serve residents of your city can apply for funds to acquire, construct and/or rehabilitate human service facilities or housing that serve low- and moderate-income residents;
- Nonprofit organizations that serve residents of your city can apply for funds for human service programs that serve low- and moderate-income residents;
- Your city can apply for CDBG funds for public infrastructure and park projects that serve low- and moderate-income neighborhoods; and
- Your city can participate in the city/county staff work group that develops recommendations for the Joint Recommendations Committee on specific projects to receive CDBG funds, as well as program guidelines.

If your city chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while it is part of the urban county.

Benefits of Continued Participation in the King County HOME Consortium

Participation in the HOME Consortium is advantageous for the following reasons:

- Your city and affordable housing developers serving your city may apply for HOME funds to help meet locally identified affordable housing needs, including affordable rental housing and first-time homeownership programs through the County's process;
- Your city and affordable housing developers serving your city may apply for HOME funds to support the rehabilitation and preservation of affordable housing in your jurisdiction;
- Your city can participate in the city/county staff working group that develops recommendations for the inter-jurisdictional Joint Recommendations Committee on specific projects to receive HOME funds, as well as program guidelines; and
- Your city is a participant in the ESG program as the urban county receives ESG funding.

RAHP Agreement

The RAHP Agreement governs the administration of funds for housing affordable to households at or below 50 percent of AMI. The RAHP agreement has an automatic renewal clause that allows it to renew for subsequent three-year periods and is renewing without changes for the 2024-2026 period. The RAHP Guidelines may be updated through the JRC by recommendations from the RAHP Planning group.

Next Steps

If your city decides not to participate in the King County CDBG and HOME Consortium for the 2024-2026 term, you must notify the County and HUD in writing no later than June 24, 2023. A decision to not participate would be effective for the entire three-year period (January 1, 2024–December 31, 2026) unless your city were to specifically request to be included in a subsequent year for the remainder of the three-year period.

If King County and HUD do not receive a notice of your decision to not participate by the **June 24th deadline**, the City of Mercer Island will continue participating in the Consortium. The existing ICAs include automatic renewal provisions, and no further action is needed at this time.

If your city decides not to participate in the King County CDBG Consortium and/or the King County HOME Consortium, please send written notification to:

King County Housing, Homelessness, and Community Development Division
ATTN: Simon Foster, Division Director
401 Fifth Avenue, Suite 500
Seattle, WA 98104

and

John W. Peters, Director
U.S. Department of Housing and Urban Development
Office of Community Planning and Development
909 First Avenue, Suite 300
Seattle, WA 98104-1000

We look forward to your continued participation in the King County Consortia and thank you for your attention to this matter.

Sincerely,

Simon P. Foster

Simon P. Foster
Division Director

cc: Leo Flor Director, DCHS
John W. Peters, Director, Office of Community Planning and Development, U.S. Department of Housing and Urban Development
Kristin Pula, Capital Programs Manager, HHCDD, DCHS
Laurie Wells, Community Development Lead Program Manager, HHCDD, DCHS
Jenny Huston, Executive Program Assistant IV, King County Executive's Office
Kelly Rider, Chief of Staff, DCHS
Karan Gill, Deputy Chief of Staff, King County Executive's Office


2024-2026 ICA Renewal Mercer Island17171


Final Audit Report


2023-05-23


Created:	2023-05-15
By:	Kathryn Langston (kathryn.langston@kingcounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAG7ZA7c8RbVJImWkSj8miY5LTSyCcYBdO

"2024-2026 ICA Renewal Mercer Island17171" History

 Document created by Kathryn Langston (kathryn.langston@kingcounty.gov)
2023-05-15 - 4:34:53 PM GMT

 Document emailed to Simon Foster (sifoster@kingcounty.gov) for signature
2023-05-15 - 4:35:09 PM GMT

 Document e-signed by Simon Foster (sifoster@kingcounty.gov)
Signature Date: 2023-05-23 - 0:37:09 AM GMT - Time Source: server

 Agreement completed.
2023-05-23 - 0:37:09 AM GMT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6285
June 20, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6285: Adoption of Interim Outdoor Dining Regulations (Ordinance No. 23C-09)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Adopt Ordinance No. 23C-09 on interim regulations in MICC 19.11.060 related to outdoor dining and schedule a public hearing for July 18, 2023.	

DEPARTMENT:	Community Planning and Development
STAFF:	Jeff Thomas, Community Planning & Development Director Alison Van Gorp, Deputy Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Ordinance No. 23C-09
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to review and consider adoption of Ordinance No. 23C-09 (Exhibit 1), enacting interim regulations that allow local eating and drinking establishments to expand outdoor dining into public rights-of-way (ROW) and private parking spaces.

- In December 2022, the City Council adopted [Ordinance No. 22C-18](#), which continued interim regulations to allow Mercer Island eating and drinking establishments to temporarily use public ROW and private parking to expand their outdoor dining footprint.
- Ordinance No. [22C-18](#) and previous ordinances (Ordinance Nos. [20C-17](#), [21C-03](#), [21C-16](#), and [21C-25](#)) were adopted to provide flexible alternatives for restaurants on Mercer Island in response to the impacts of the COVID-19 pandemic.
- The current interim regulations took effect on January 7, 2023, and expire on July 1, 2023.
- Adopting Ordinance No. 23C-09 (Exhibit 1) will enact interim regulations through July 2, 2024 and a public hearing will be scheduled for July 18, 2023 to solicit public input on these regulations.

BACKGROUND

The City first enacted interim regulations to expand outdoor dining into public ROW and private parking in August 2020 to assist Mercer Island businesses establishments impacted by the COVID-19 pandemic. Currently, the outdoor dining program is enabled by the following interim regulations:

- Amendment to subsections (D)(4) and (E) of MICC 19.06.050 Commerce on public property; Temporary waiver of the minimum parking regulations for eating and drinking establishments identified in MICC 19.04.040 and MICC 19.11.030; and
- Authorization to use private parking spaces for outdoor dining.

In October 2022, City staff updated the City Council on progress made and issues related to developing permanent regulations allowing Mercer Island eating and drinking establishments to expand outdoor dining into public ROW and private parking. Staff initially planned to present a code amendment to the Planning Commission in September 2022. However, after learning that the Washington State Liquor and Cannabis Board's temporary allowances for outdoor alcohol service were set to expire on July 1, 2023, staff paused the code work to evaluate alternatives and brief the City Council. The City Council opted to adopt Ordinance 22C-18 to extend the current interim regulations through July 1, 2023.

ISSUE/DISCUSSION

During the 2023 State Legislative Session, [SB 5448](#) was adopted and signed into law by the Governor on May 4, 2023. This legislation extends the temporary allowances for outdoor alcohol service through July 1, 2025. With this longer timeline, a local business has expressed interest in continuing to utilize the ROW for food and beverage service until at least 2025. To do so, in the near-term, the City will need to re-establish interim regulations permitting temporary food and beverage service in the ROW through a simple ROW permit application. The timing of the legislative session and the expiration of the current interim regulations on July 1, necessitate quick action by the City to continue to allow food and beverage service in the ROW without interruption.

Longer term, the City will need to track further action by the State legislature and the Liquor and Cannabis Board when considering adopting permanent regulations for temporary uses/outdoor dining. The City should also coordinate with the Chamber of Commerce and local food and beverage establishments to better understand needs related to outdoor dining. Staff in the Recreation Division should also be consulted to understand the needs for temporary use of the ROW for vendors as a part of special events such as Summer Celebration and the Pumpkin Walk. The culmination of this work will likely be a docket request for a proposed code amendment related to temporary uses and outdoor dining. Staff anticipate that this docket request could be brought forward in 2024, for consideration as a part of the 2025 CPD work plan.

NEXT STEPS

Ordinance No. 23C-09 (Exhibit 1) adopts interim regulations amending MICC 19.06.050 permitting temporary food and beverage service in the public ROW with a simple ROW permit; provides a temporary waiver of the minimum parking regulations for eating and drinking establishments identified in MICC 19.04.040 and MICC 19.11.030; and authorizes the temporary use of private parking spaces for outdoor dining. The interim regulations would be in effect for a duration of one year, while the city pursues the long-term steps outlined above, and as summarized in the work plan included in the Ordinance as Attachment A.

Due to the timing of the expiration of the current interim regulations, and the time required for publication of the new ordinance, it is recommended that the City Council adopt Ordinance No. 23C-09 at first reading under City Council Rules of Procedure 6.3 (C)(3), which permits adoption of an ordinance at first reading when its effective date precludes a second reading. Ordinance No. 22C-18 expires on July 1, 2023. If Ordinance No. 23C-09 is adopted at the June 20, 2023, meeting, it would be published on June 28, 2023 and would become effective on July 3, 2023. This will minimize the lapse between interim regulations as much as possible.

Pursuant to [RCW 35A.63.220](#) and [RCW 36.70A.390](#), a public hearing must be scheduled within 60 days of adopting an interim ordinance. Staff recommends that the required public hearing to receive public comment on Ordinance No. 23C-09 be held at the July 18 City Council Meeting.

RECOMMENDED ACTION

Adopt, at first reading under City Council Rules of Procedures 6.3(C)(3), Ordinance No. 23C-09 on interim regulations in MICC 19.11.060 related to outdoor dining and schedule a public hearing for July 18, 2023.

**CITY OF MERCER ISLAND
ORDINANCE NO. 23C-09**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
ADOPTING INTERIM ZONING MEASURES TO ALLOW MORE OUTDOOR
SEATING FOR EATING AND DRINKING ESTABLISHMENTS; SCHEDULING A
PUBLIC HEARING; ADOPTING A WORK PLAN; AND ESTABLISHING AN
EFFECTIVE DATE.**

WHEREAS, the City of Mercer Island adopted Ordinance No. 20C-17 on August 4, 2020, enacting interim zoning and official controls to allow existing eating and drinking establishments to expand outdoor seating into available public and private space in order to provide safer dining conditions for patrons during the COVID-19 pandemic; and

WHEREAS, the City Council renewed the interim regulations on February 16, July 6, December 7, 2021, and January 7, 2023; and

WHEREAS, the City Council wishes to continue promoting local economic recovery and to make eating and drinking establishments safer to operate by leveraging available private and public space to be used as additional outdoor areas for eating and drinking; and

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

WHEREAS, the Washington State Liquor and Cannabis Board enacted temporary rules for outdoor alcohol service in WAC 314-03-205, which provide temporary exceptions to WAC 314-03-200; and

WHEREAS, the City's interim regulations for outdoor dining can only apply to outdoor alcohol service if the State Liquor and Cannabis Board temporary rules are in effect; and

WHEREAS, the State Liquor and Cannabis Board temporary rules were recently extended by the State Legislature and now expire July 1, 2025; and

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

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

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

Section 1. Whereas Clauses Adopted. The "Whereas Clauses" set forth in the recital of this Ordinance are adopted as the findings of fact of the City Council for passing this Ordinance.

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

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

E. A permit to operate a private business on public property shall be reviewed and approved by the design commission; provided, that temporary business operations involving temporary structures and/or temporary right-of-way obstructions may be approved by the code official ~~or referred to the design commission at the code official's discretion.~~ Permit applications from existing eating and drinking establishments at Mercer Island to temporarily provide outdoor food and beverage service on public property adjacent to the eating and drinking establishment shall be considered to be temporary, and they may be approved by the code official without review or approval by the design commission.

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

A. An eating and drinking establishment may provide food and beverage service in a private parking area only while this Ordinance remains in effect.

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

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

Section 4. Minimum Parking Regulations Waived. In order to effectuate the purpose of Section 3 above, but only to the extent necessary to so effectuate and under the terms and conditions set forth in this Ordinance, minimum parking regulations normally applicable to eating and drinking establishments are waived to enable such uses to serve patrons in adjoining parking spaces for the duration of this Ordinance.

Section 5 Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a public hearing shall occur on July 18, 2023, or within 60 days of this Ordinance passage, in order to hear and consider the comments and testimony of those wishing to speak at such public hearing regarding the interim zoning and official controls approved by this Ordinance, and to consider adopting further findings of fact, if necessary.

- Section 6. Work Plan adopted.** The Work Plan attached as Attachment A is adopted pursuant to RCW 35A.63.220 and RCW 36.70A.390 and indicates the City's plans for considering permanent regulations during the pendency of the interim regulations.
- Section 7. Duration of Interim Zoning and Official Controls.** The interim zoning and official controls approved by this Ordinance shall continue in effect for an initial period of one year from the effective date, unless repealed, extended or modified by the City Council pursuant to RCW 35A.63.220 and RCW 36.70A.390.
- Section 8. Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this Ordinance or its application to any other person, property, or circumstance.
- Section 9. Publication and Effective Date.** A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. This Ordinance shall take effect and be in full force five days after the date of publication.

PASSED THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON JUNE 20, 2023.

CITY OF MERCER ISLAND

Salim Nice, Mayor

APPROVED AS TO FORM:

ATTEST:

Bio Park, City Attorney

Andrea Larson, City Clerk

Date of Publication: XX

Attachment ATemporary Uses and Outdoor Dining Work Plan

Q3 2023-Q3 2024	<p>Await the conclusion of the Town Center Parking Study, completion of the Economic Development Element of the Comprehensive Plan, and action from the State Liquor and Cannabis Board on permanent provisions for outdoor alcohol service.</p> <p>Coordinate with City staff in the Recreation Division, the Chamber of Commerce, and local eating and drinking establishments to understand the needs for outdoor dining and special events in terms of temporary use of the public ROW and private parking areas.</p>
Q3-Q4 2024	<p>Propose a code amendment for the annual docket related to temporary uses and outdoor dining.</p>
Q1-Q2 2025	<p>Legislative review of the proposed code amendment.</p>



2023 PLANNING SCHEDULE

Item 7.

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.

WEDS, JULY 5, 2023 (RESCHEDULED DUE TO HOLIDAY)		DD 6/23	FN 6/26	CA 6/26	Clerk 6/27	CM 6/27
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
30	AB 6290: Comprehensive Plan Periodic Update – Supplemental Scope / Schedule			Jeff Thomas/Adam Zack		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: June 16, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB 6289: MIYFS Foundation Donation Acceptance			Ali Spietz		
--	AB xxxx: Parks & Recreation Month, Proclamation No. xxx			Jason Kintner/Ryan Daly		
--	AB xxxx: Lease for Telecommunications Facilities at Island Crest Park			Bio Park/Alaine Sommargren		
--	AB xxxx: Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining, Phase 2 Bid Award			Patrick Yamashita/Clint Morris/Chris Marks		
--	AB xxxx: 2022 Arterial and Residential Street Overlays Project Closeout			Patrick Yamashita/Clint Morris/Ian Powell		
--	AB xxxx: 2022 Street Related Utility Improvements Project Closeout			Patrick Yamashita/Clint Morris/Ian Powell		
REGULAR BUSINESS						
30	AB 6291: Town Center Parking Study Draft Report & Early Actions Implementation Update			Patrick Yamashita/Ed Holmes/Jeff Thomas/Mike Seifert/Sarah Bluvás		
EXECUTIVE SESSION						

JULY 18, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		7/7	7/10	7/10	7/11	7/11
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
45	AB xxxx: GIS Project Update			Ali Spietz/Leah Llamas		
SPECIAL BUSINESS						
15	AB xxxx: Public Hearing of Ordinance No. 23C-09 on interim regulations in MICC 19.11.060 related to outdoor dining.			Jeff Thomas/Alison Van Gorp		
15	AB xxxx: Public Hearing of Ordinance No. 23C-10 on interim regulations in MICC 19.15, 19.16 and 19.21 related to permit processing			Jeff Thomas/Adam Zack		
15	AB xxxx: Public hearing and first reading of Ordinance No. 23C-11 (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: June 30, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Interlocal Agreement with MISD for Mental Health Counseling Services	Ali Spietz/Derek Franklin
--	AB xxxx: Comprehensive Plan Periodic Update – Supplemental Scope / Schedule	Jeff Thomas/Adam Zack
--	AB xxxx: 2023 Water System Improvements Bid Award	Patrick Yamashita/Clint Morris/George Fletcher
--	AB xxxx: SE 22nd ST & SE 22nd PL Water System Improvements Project Closeout	Patrick Yamashita/Clint Morris/Rona Lin
--	AB xxxx: 81st Avenue SE Backyard Sewer Ph. 2 Project Closeout	Patrick Yamashita
--	AB xxxx: 4004 ICW Property Transportation and Landscape Improvement Bid Award (tentative)	Patrick Yamashita/Lia Klein

REGULAR BUSINESS

EXECUTIVE SESSION

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AUGUST 1, 2023 – RECESS

ABSENCES:

DD 7/21	FN 7/24	CA 7/24	Clerk 7/25	CM 7/25
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ITEM TYPE | TIME | TOPIC**STAFF****STUDY SESSION**

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SPECIAL BUSINESS

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CONSENT AGENDA

REGULAR BUSINESS

EXECUTIVE SESSION

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AUGUST 15, 2023 – RECESS

ABSENCES:

DD 8/4	FN 8/7	CA 8/7	Clerk 8/8	CM 8/8
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ITEM TYPE | TIME | TOPIC**STAFF****STUDY SESSION**

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SPECIAL BUSINESS

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CONSENT AGENDA

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REGULAR BUSINESS**EXECUTIVE SESSION****SEPTEMBER 5, 2023**

ABSENCES:

DD
8/25FN
8/28CA
8/28Clerk
8/29CM
8/29**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION****SPECIAL BUSINESS****CONSENT AGENDA**

--	AB xxxx: July 14, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: July 28, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: August 11, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: August 25, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: National Preparedness Month Proclamation, No. xxx	Mayor Nice/Jennifer Franklin
--	AB xxxx: National Recovery Month Proclamation, No. xxx	Mayor Nice/Derek Franklin
--	AB xxxx: Peace Day on Mercer Island, Proclamation No. xxx	Mayor Nice/Andrea Larson
--	AB xxxx: Mayor's Day of Concern for the Hungry, Proclamation No. xxx	Mayor Nice/Derek Franklin
--	AB xxxx: Second reading of Ordinance No. 23C-11 (renews Ordinance No. 21C-23) on interim regulations in MICC 19.16.010 related to emergency shelters and housing, transitional housing, and permanent supportive housing in response to E2SHB 1220	Jeff Thomas/Alison Van Gorp

REGULAR BUSINESS

10	AB xxxx: Board & Commission Vacancy Appointment (Resolution No. xxxx)	Mayor Nice/Deputy Mayor Rosenbaum/Andrea Larson
15	AB xxxx: Financial Status Update for the Second Quarter 2023 and Budget Amending Ordinance (Ord. No. 23-xx)	Matt Mornick
	AB xxxx: Code amendment for Stormwater Maintenance Manual updates (first reading)	Patrick Yamashita/Brian Hartvigson

EXECUTIVE SESSION**SEPTEMBER 19, 2023**

ABSENCES:

DD
9/8FN
9/11CA
9/11Clerk
9/12CM
9/12**ITEM TYPE | TIME | TOPIC****STAFF****STUDY SESSION**

SPECIAL BUSINESS**CONSENT AGENDA**

--	AB xxxx: September 8, 2023 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: 2022 Water System Imp. (Madrona Crest East) Project Closeout	Jason Kintner /Clint Morris/George Fletcher
--	AB xxxx: Code amendment for Stormwater Maintenance Manual updates (second reading)	Patrick Yamashita/Brian Hartvigson
--	AB xxxx: Sunset Hwy/77th Ave SE Improvements Project Closeout	Jason Kintner /Clint Morris/Lia Klein

REGULAR BUSINESS**EXECUTIVE SESSION**