



CITY OF MERCER ISLAND

CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, June 18, 2024 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:

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

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

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

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

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

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

- **Telephone:** Call 253.215.8782 and enter Webinar ID 893 6141 3411 and Password 730224
- **Zoom:** Click this [link](#) (Webinar ID 893 6141 3411; Password 730224)
- **In Person:** Mercer Island Community & Event Center – Slater Room Council Chambers (8236 SE 24th Street, Mercer Island, WA 98040)

MEETING AGENDA

CALL TO ORDER & ROLL CALL, 5:00 PM

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

SPECIAL BUSINESS

1. AB 6483: 2023 Community Member of the Year (Proclamations Nos. 336 and 337)

Recommended Action: Approve Proclamation Nos. 336 and 337 proclaiming Doris and James Cassan and Cantor Bradlee Kurland as the 2023 Community Members of the Year.

CITY MANAGER REPORT

APPEARANCES

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

CONSENT AGENDA

2. AB 6493: May 31, 2024 Payroll Certification

Recommended Action: Approve the May 31, 2024 Payroll Certification in the amount of \$861,518.42 and authorize the Mayor to sign the certification on behalf of the entire City Council.

3. Certification of Claims:

A. Check Register | 219878-219914 | 5/31/2024 | \$254,046.92

B. Check Register | 219915-219993 | 6/07/2024 | \$994,502.96

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 Special Joint Meeting with MISD Board of Directors Meeting Minutes of March 21, 2024 and City Council Regular Hybrid Meeting Minutes of June 4, 2024

Recommended Action: Approve the City Council Special Joint Meeting with MISD Board of Directors Meeting Minutes of March 21, 2024 and City Council Regular Hybrid Meeting Minutes of June 4, 2024.

5. AB 6482: Aubrey Davis Park Trail Safety Improvements Bid Award

Recommended Action: Award the Aubrey Davis Park Trail Safety Improvements project to Always Active Services LLC; authorize the City Manager to execute a contract with Always Active Services LLC in an amount not to exceed \$447,701.83; appropriate \$257,688 from the Department of Commerce Grant and the Capital Improvement Fund for the Aubrey Davis Park Trail Safety Improvements project; setting the Aubrey Davis Park Trail Safety Improvements total project budget at \$642,688.

6. AB 6496: 2024 Arterial and Residential Street Overlays Project Bid Award

Recommended Action: Award Schedules A, B, and C of the 2024 Arterial and Residential Street Overlays project to Lakeridge Paving Company, LLC, a Washington-based company, and authorize the City Manager to execute a contract with Lakeridge Paving Company, LLC in an amount not to exceed \$970,866 and set the total project budget at \$1,187,247.

7. AB 6497: Highway Safety Improvement Program Grant for Traffic Signal Safety Improvements – Authority for Billing

Recommended Action: Approve Resolution No. 1661, delegating the City Manager, or their designee, the authority to legally bind the City of Mercer Island for the sole purpose of requesting federal reimbursement for the construction of the Traffic Signal Safety Improvements project pursuant to the requirements of 2 CFR 200.

8. AB 6501: Recreation Sponsorship Policy – Anti-Discrimination Language

Recommended Action: Approve the addition of section 6.0 Anti-Discrimination to the Recreation Sponsorship Policy as shown in Exhibit 1 to this Agenda Bill.

REGULAR BUSINESS

9. AB 6495: City Manager Annual Performance Review

Recommended Action: Accept City Manager Jessi Bon's performance review and award \$5,000 through the Employee Recognition Program for her work from June 2023 through May 2024.

10. AB 6503: Island Crest Way Shared Use Path Preferred Alternative

Recommended Action:

1. Select the west side shared used path as the preferred alignment and seek feedback from the public during the design process.

2. Include in the 2025-2030 Transportation Improvement Program, the design of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street, the SE 53rd Place intersection safety improvements, and SE 68th Street pedestrian/bicycle safety improvements in 2025 to 2026.

3. Include in the 2025-2030 Transportation Improvement Program, the construction of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street and the SE 53rd Place intersection safety improvements in 2030.

11. AB 6499: Adoption of 2025-2030 Transportation Improvement Program, Continue Public Hearing from June 4 Meeting

Recommended Action: Adopt the 2025-2030 Transportation Improvement Program as shown in Exhibit 3.

12. AB 6491: Compensation Plan for Non-Represented Employees

Recommended Action: Provide policy direction and approve the Compensation Plan for Non-Represented Employees.

OTHER BUSINESS

13. Planning Schedule

14. Councilmember Absences & Reports

EXECUTIVE SESSION - Approximately 45 Minutes

15. Real Estate Acquisition

Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b)

Pending or Potential Litigation

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

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6483
June 18, 2024
Special Business

AGENDA BILL INFORMATION

TITLE:	AB 6483: 2023 Community Member of the Year (Proclamations Nos. 336 and 337)	<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 Proclamation Nos. 336 and 337 proclaiming Doris and James Cassan and Cantor Bradlee Kurland as the 2023 Community Members of the Year.	

DEPARTMENT:	City Council
STAFF:	Salim Nice, Mayor Andrea Larson, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Proclamation No. 336 2. Proclamation No. 337
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 proclaim Doris and James Cassan (see Exhibit 1) and Cantor Bradlee Kurland (see Exhibit 2) as the 2023 Community Members of the Year.

BACKGROUND

The Community Member of the Year is an annual tradition of the Mercer Island City Council to recognize an individual or group (“honoree”) for their contributions to making the Mercer Island community a great place to live and work.

The honoree is selected based on the following criteria:

- Significant service accomplishments within the past year
- The quality, scale, and duration of the benefits to the community resulting from the accomplishments
- The amount of time and energy devoted to the community beyond the scope of normal responsibilities
- The nature of the challenges faced and overcome by the honoree

The extent of previous recognition received by the honoree (e.g., the nominee is an “unsung hero”).

ISSUE/DISCUSSION

At the March 1, 2024 City Council Planning Session, the City Council selected Doris and James Cassan and Cantor Bradlee Kurland as the 2023 Community Members of the Year.

Doris and James Cassan are long-time residents and have been involved in numerous service and philanthropic efforts on the Island. Cantor Kurland served as cantor and music director at Herzl-Ner Tamid since 1984.

Both James Cassan and Cantor Bradlee Kurland passed away in 2023. Doris Cassan and her family and the Kurland family will be at the June 18, 2024 City Council meeting to receive the 2023 Community Members of the year award posthumously for Mr. Cassan and Cantor Kurland

The past recipients of the Community Member of the Year award are listed on the City's website at www.mercerisland.gov/CommunityMember.

RECOMMENDED ACTION

Approve Proclamation Nos. 336 and 337 proclaiming Doris and James Cassan and Cantor Bradlee Kurland as the 2023 Community Members of the Year.



City of Mercer Island, Washington *Proclamation*

WHEREAS, in 1990, the City Council began recognizing outstanding contributions of Mercer Island community members and the City has continued this tradition for more than 30 years.

At the March 1, 2024 City Council Planning Session, the City Council selected Doris and James Cassan as the 2023 Community Member of the Year for their contributions to the Mercer Island community.

Doris and James have a long history of community involvement on Mercer Island. They moved to Mercer Island in 1967 and raised their family on the Island. They started a Dollar Rent A Car franchise and developed The Mercer, a pair of retail and residential structures, providing homes and shopping and dining to the community.

They have mentored many young people on Mercer Island helping them grow both personally and professionally.

Doris and James give back to the Mercer Island community through volunteer work, big-hearted donations, and sponsorships for a multitude of organizations and events including Mercer Island Boys and Girls Club, Mercer Island School Foundation, Young Life, Mercer Island Chamber of Commerce, individual educational scholarships, and the Island’s wrestling and girls soccer programs.

The Cassan’s supported the Mercer Island Covenant church and its many affiliated nonprofit organizations including Argos, Nicholas Fund for Education, Wheelchair Mission, Urban Impact, Union Gospel Mission, Salvation Army, and Nightwatch.

Doris served on the YFS Advisory Board for many years and the City is especially thankful for the Cassan’s consistent and generous support of the MIYFS Foundation which directly supports the Youth and Family Services Department.

Through Doris and James’ contributions, their impact on the Mercer Island community is deep and lasting. With James’ passing in December 2023, the 2023 Community Member of the Year award posthumously recognizes his contributions to Mercer Island.

NOW, THEREFORE, I, Salim Nice, Mayor of the City of Mercer Island, do hereby proclaim Doris and James Cassan as the

2023 COMMUNITY MEMBER OF THE YEAR

APPROVED, this 18th day of June 2024

Mayor Salim Nice

Proclamation No. 336



City of Mercer Island, Washington

Proclamation

WHEREAS, in 1990, the City Council began recognizing outstanding contributions of Mercer Island community members and the City has continued this tradition for more than 30 years.

At the March 1, 2024, City Council Planning Session, the City Council selected Cantor Bradlee Kurland as the 2023 Community Member of the Year for his contributions to the Mercer Island community.

Cantor Kurland had a long history of community involvement on Mercer Island as the cantor and music director for Herzl-Ner Tamid Conservative Congregation from 1984 to up until his passing in 2023. During his 39 years at Herzl-Ner Tamid, he officiated at countless life cycle events for congregants, - including weddings, Bar and Bat Mitzvahs, baby namings and funerals.

Brad, as he was affectionately known, was always present and supportive for members of the Jewish community through their times of immense happiness and joy, their successes and challenges, and their grief and losses.

Cantor Kurland had a gift for connecting with adults, children and teens of all ages. He had the ability to make you feel that you were the most important person in the world when he greeted you. His pastoral presence was felt throughout the Island and he would often be seen at local businesses laughing and joyfully connecting with congregants, shoppers and workers, spreading his warmth throughout the greater Mercer Island community.

Cantor Kurland continued to give back to the Mercer Island Community by freely practicing the Jewish custom of hachnasat orchim (welcoming guests) at every opportunity.

Through Cantor Kurland's lifelong passion and contributions, his impact on the Mercer Island community is deep and lasting. With Cantor Kurland's passing in May 2023, the Community Member of the Year award posthumously recognizes his contributions to Mercer Island.

NOW, THEREFORE, I, Salim Nice, Mayor of the City of Mercer Island, do hereby proclaim Cantor Bradlee Kurland as the

2023 COMMUNITY MEMBER OF THE YEAR

APPROVED, this 18th day of June 2024

Mayor Salim Nice

Proclamation No. 337

City Manager's Report

Tuesday, June 18, 2024





Council Board and Commission Updates



Hybrid Meetings

- Upcoming Hybrid City Council Meeting
 - Tuesday, July 2 at 5:00 PM
- Hybrid Boards and Commissions Meetings (All Meetings on Zoom)
 - Design Commission – Wed. July 3 at 6:00 PM

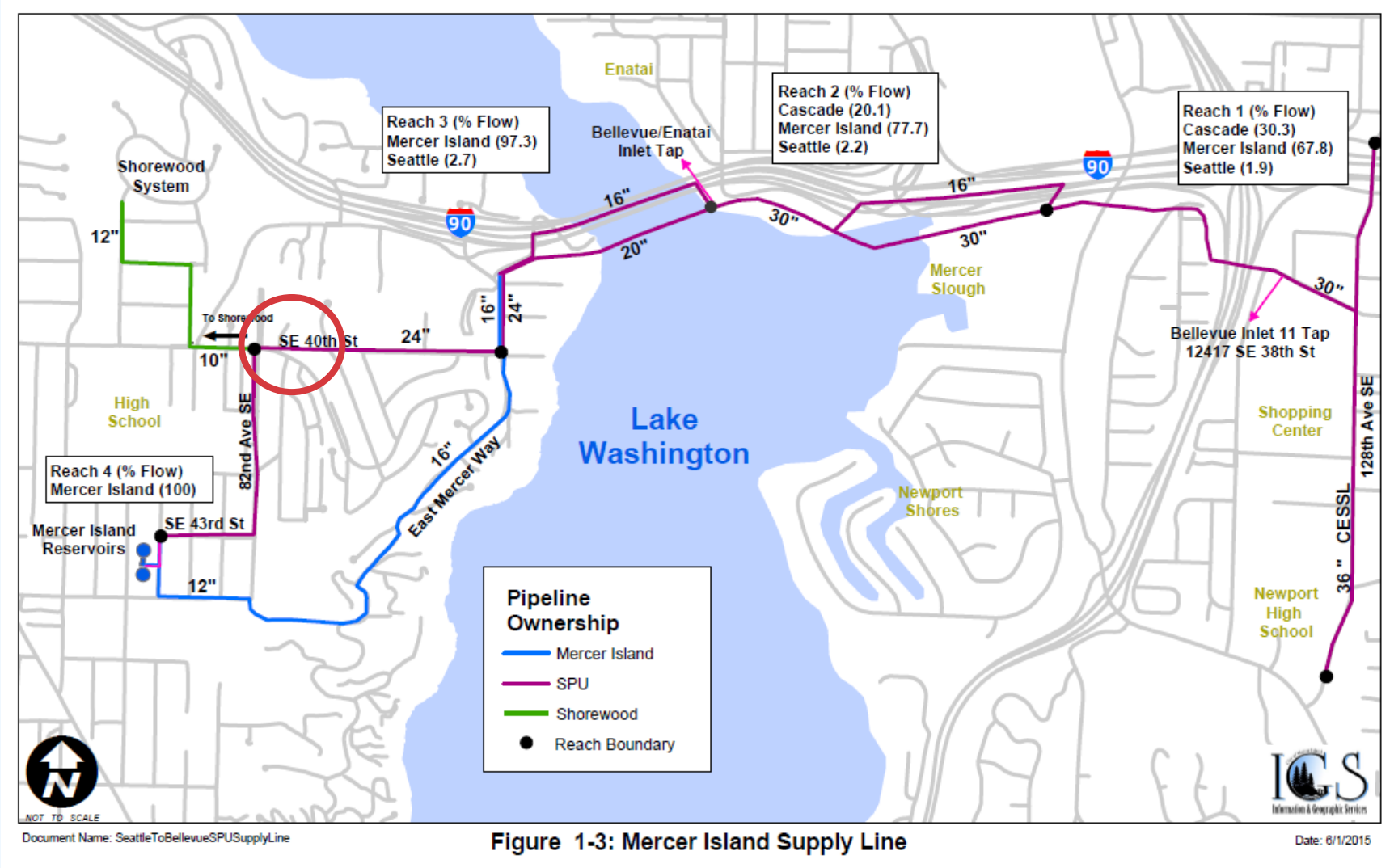
Visit www.mercerisland.gov/meetings for more information.



City Updates



SPU Water Supply Pipeline Repair



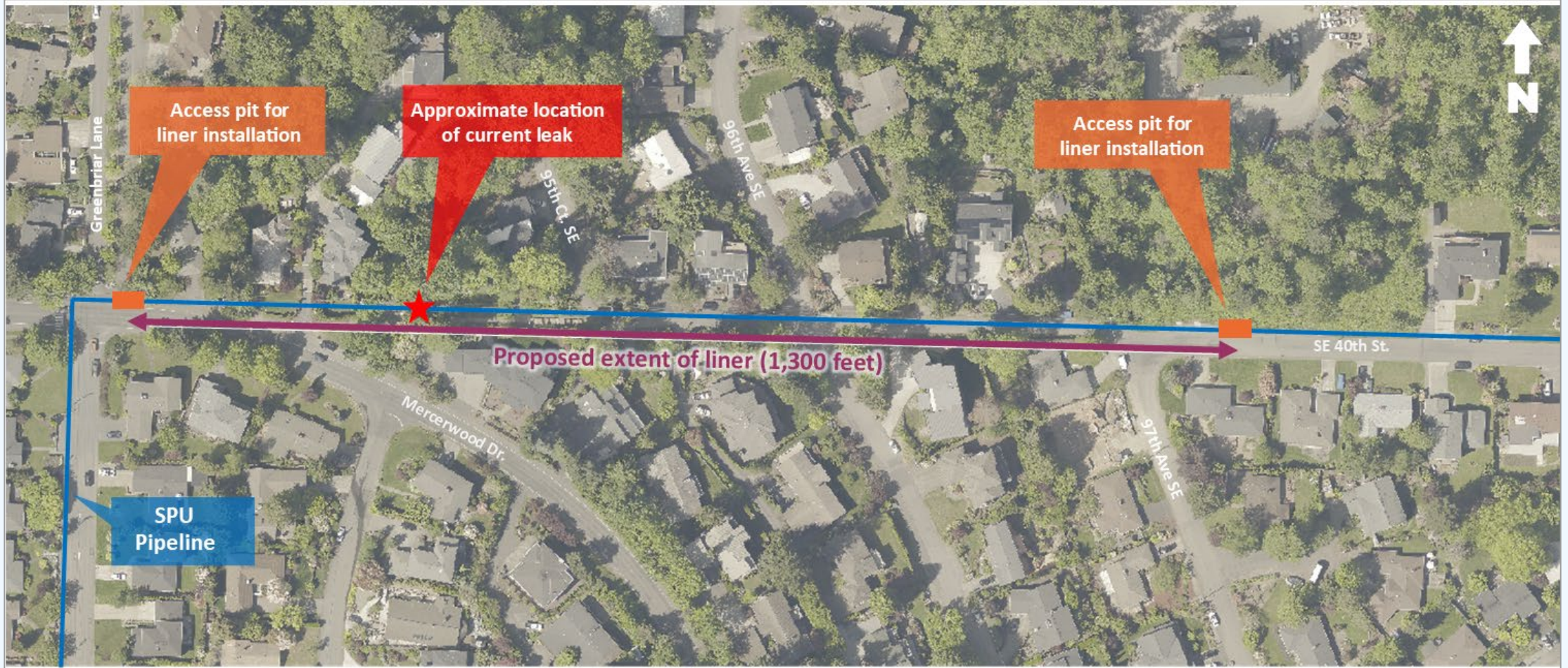
SPU Water Supply Pipeline Repair

Status of the Repair Work

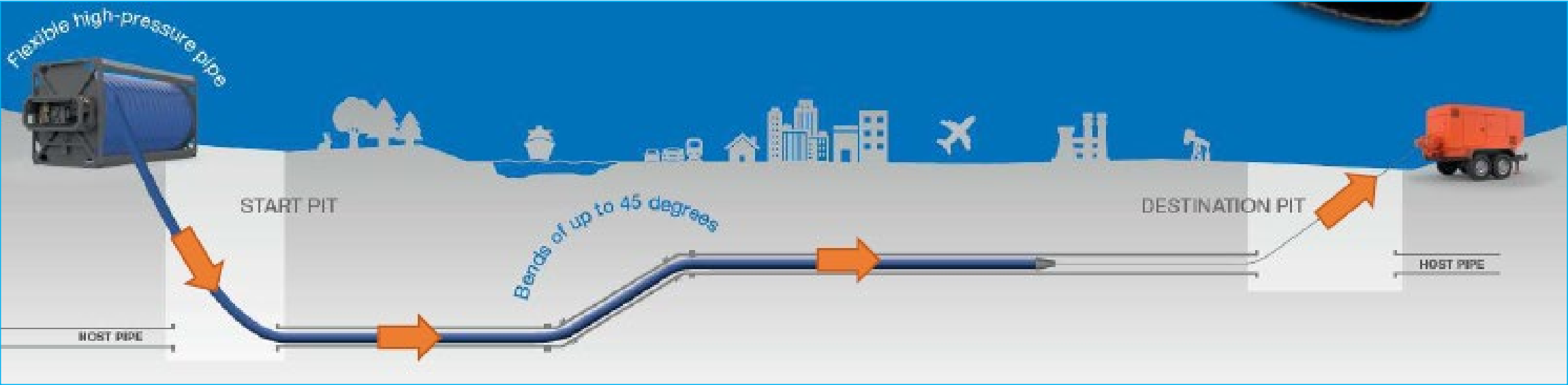
- Last week, the City provided SPU with concurrence to move forward with the liner repair.
- Permits have been issued to SPU. Our teams are meeting with the SPU teams to confirm the construction schedule.
- On Monday, the City and SPU met with the neighborhood at the Community Center to talk about the upcoming project work and answer any additional questions.
- Conservation efforts continue. City comms are continuing to roll this week, including the launch of the dashboard tool. (mercerisland.gov/water-dashboard)
- Early feedback on the tool has been positive. We are continuing to monitor the impacts of the community conservation efforts. More to come.



SPU Water Supply Pipeline Repair



SPU Water Supply Pipeline Repair



SPU Water Supply Pipeline Repair

Item 2.



SPU Water Supply Pipeline Repair

Current Status

- The City is still receiving water through the back-up water line known as the “Canyon Line.”
- The Shorewood Community is being served by a temporary emergency inter-tie to the City’s water system. Under normal conditions, Shorewood is a direct customer of SPU.
- You can review all the **pipeline repair updates** posted under the event on Let’s Talk. <https://letstalk.mercergov.org/spu-water-main-leak>
- The City’s back-up water line is smaller than the SPU pipeline, which means that the total volume of water the City receives is reduced.
- You can review all the **water conservation updates** and the new water dashboard posted under the event on Let’s Talk. <https://letstalk.mercergov.org/water-conservation-guidance>.



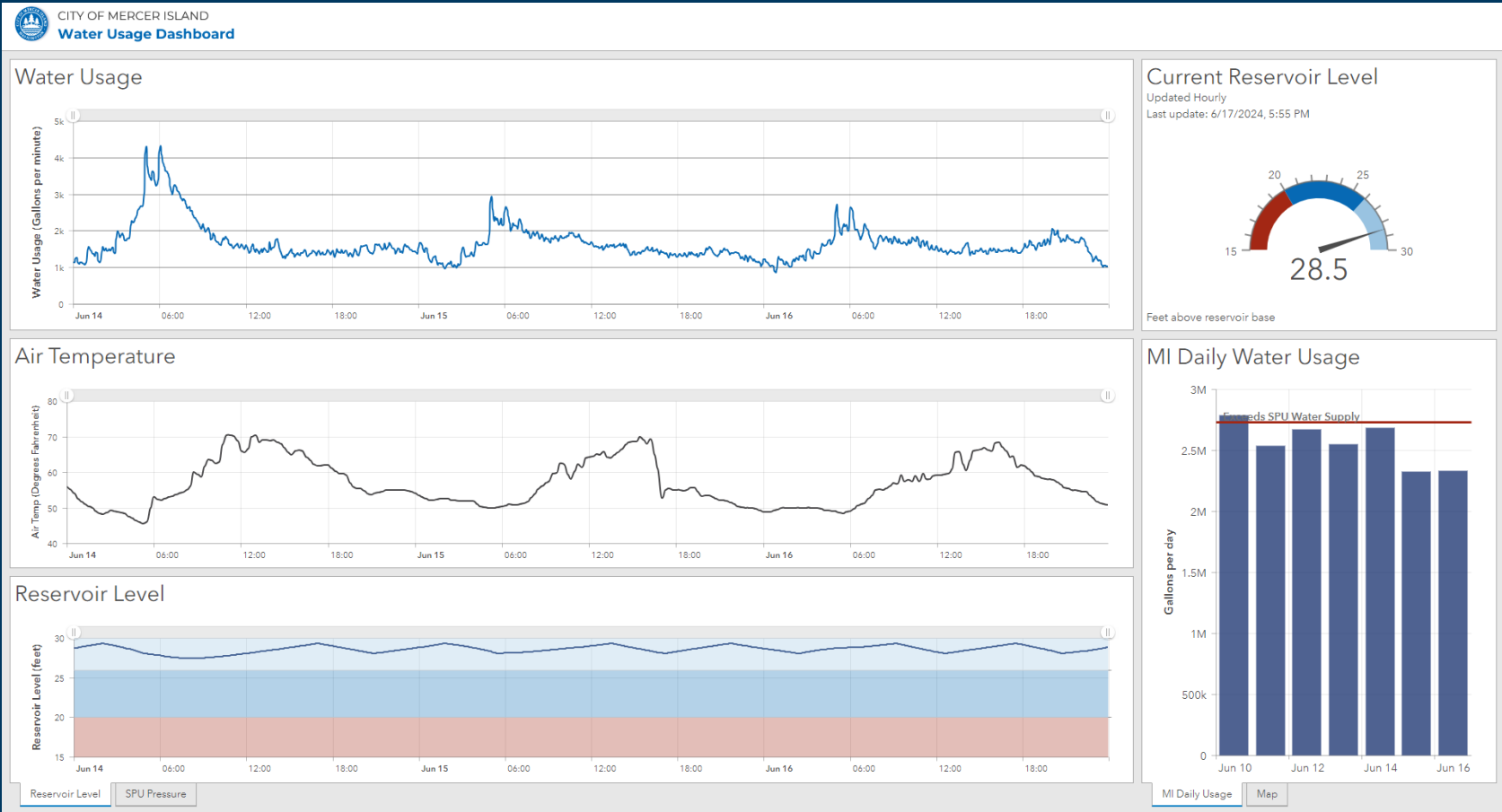
Water Conservation

- Last week, the City imposed **voluntary** water conservation measures including:
 - Restricting garden and lawn irrigation to no more than 3/week
 - Running the dishwasher and washing machine only with a full load
 - Using commercial car washes that recycle water
 - Reducing personal water use wherever possible
- To help prevent mandatory measures in the future, shared efforts to limit water consumption will help reduce the likelihood of mandatory measures becoming necessary.
- Additional conservation information is available at letstalk.mercergov.org/water-conservation-guidance



Water Usage Dashboard

Islanders can also monitor the community's real-time water usage on our Water Usage Dashboard at www.mercerisland.gov/water-dashboard



Police Modular Buildings

- The inventory audit and hardware upgrades are complete on the first two buildings.
- PD staff has started moving into the spaces.
- Staff are coordinating contractor schedules for the installation of the third building, expected to arrive the second week of July.
- Foundation construction, building assembly, water/sewer connection, electrical, data, and other work is being tightly sequenced to expedite occupancy.

Item 2.



Comprehensive Plan

- On June 12, the Planning Commission approved their recommendation to the City Council on the periodic update to the Comprehensive Plan.
- The Planning Commission’s recommendation will be presented to City Council on July 16.
- letstalk.mercergov.org/comprehensive-plan-periodic-update



Meter Replacement Updates

- The City began replacing water meters for all customers, about 7,860 total, in mid-March.
- To date, approximately 75% of meters have been installed.
- The City's contractor tries to give an accurate date range for installations on each doorhanger, but some installations have been delayed recently due to a backorder on essential parts.
- Even with this delay, we expect to finish all meter installations by the end of July.
- If you have a question about your account or meter installation, please contact our Customer Service Team at customerservice@mercerisland.gov or 206.275.7600



Advanced Metering Infrastructure Progress

- The new meters are part of new Advanced Metering Infrastructure (AMI) system.
- Our teams will be installing antennas and bringing the data collection system online, which will automatically transfer water meter data directly to the City.
- Once this system is established, customers will have access to hourly water use data for their meter(s) through a customer portal.
- The new metering system will also allow the City and customers to detect (and fix) leaks immediately, reducing water loss.
- The Public Works team is aiming to have this portal available to all customers in early 2025.



Town Center Development

- Building permits were issued last week for the Xing Hua project located at 7750 29th Ave SE.
- Demolition of the existing buildings is expected in the coming days and construction work may commence in the next few weeks.
- City staff are holding a pre-construction meeting with the contractor on June 25 and will learn more about the construction schedule at that time.
- Staff are updating Let's Talk as new information becomes available and will also coordinate with the Chamber of Commerce to keep Town Center businesses apprised of potential construction-related impacts.

<https://letstalk.mercergov.org/xing-hua>



Luther Burbank Sports Court Renovation

- Last week, our contractors continued excavation and demolition work and installed a temporary construction access road.
- A substantial amount of the soil on the hillside south of the courts has been removed and trenching for electrical conduits is nearly complete.
- The old tennis net posts and fencing have also been removed.
- Excavation, conduit installation, drainage work, and hauling soils from the site will continue this week.
- The project remains on schedule. Updates and additional photos are available on Let's Talk.

letstalk.mercergov.org/lbp-sport-courts-renovation-pickleball



Upcoming Events



Juneteenth Celebration

Join us at Mercerdale Park this Wednesday for a community Juneteenth celebration!

From 12pm – 4pm, come by to watch the MIHS Drill Team, grab a snack from a food truck, and enjoy face-painting, balloon artists, and more.

Everyone is invited!



Emergency Preparedness and MIRO Field Day

- This Saturday, June 22 from 10am-3pm at Mercerdale Park, the Mercer Island Radio Operators (MIRO) and Emergency Management volunteers are holding an Emergency Preparedness and Field Day event.
- Field Day is a nation-wide event where HAM radio operators try to contact operators across the country throughout the day.
- MIRO volunteers will be available to answer questions about radio operations as well as showcase their gear and radio skills.
- Volunteers and staff will be available to provide information on emergency preparedness, types of hazards likely to affect Mercer Island and the Puget Sound, and more.



Shakespeare in the Park is Back!

Item 2.

- During the summer months, Seattle Shakespeare Company presents free, outdoor productions of classical plays performed in the Luther Burbank Amphitheater, supported by 4Culture.
- Grab a picnic, bring your family, and join us for some free Shakespeare in the Park!
- No tickets needed; seating is on a first-come, first-seated basis. Donations after the performance will be welcomed.



Schedule

June 27, 28, 29, and 30

July 3, 5, 11, 17, 21, 24, and 31

August 1, 3, and 4

All shows start at 7:00 pm



Some Good News



Welcome New Officer!

Mercer Island Police Department Officer Jonah Peoples graduated from the law enforcement academy and was sworn in by Commander Jeff Magnan on June 13.

Congratulations, Officer Peoples! We're excited to have you supporting our community.



Thank you!





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

**AB 6493
June 18, 2024
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6493: May 31, 2024 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 May 31, 2024 Payroll Certification in the amount of \$861,518.42.	

DEPARTMENT:	Administrative Services
STAFF:	Ali Spietz, Chief of Administration Nicole Vannatter, Human Resources Manager
COUNCIL LIAISON:	n/a
EXHIBITS:	1. May 31, 2024 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 11, 2024 through May 24, 2024 in the amount of \$861,518.42 (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	\$2,425.26
Leave cash outs for retired employees	\$834.58
Service and recognition awards	\$800.00
Overtime earnings (see chart for overtime hours by department).	\$19,034.13
Total	\$23,093.97

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	7.00
Municipal Court	
Police	130.75
Public Works	95.50
Thrift Shop	
Youth & Family Services	
Total Overtime Hours	233.25

NEXT STEPS

FTE/LTE COUNTS

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

Casual Labor

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

RECOMMENDED ACTION

Approve the May 31, 2024 Payroll Certification in the amount of \$861,518.42 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION

Item 3.

PAYROLL PERIOD ENDING **05.24.2024**
PAYROLL DATED **05.31.2024**

Net Cash	\$	600,741.76
Net Voids/Manuals		
Net Total	\$	600,741.76
Federal Tax Deposit	\$	95,994.19
Social Security and Medicare Taxes	\$	65,693.57
State Tax (California)	\$	7.08
State Tax (California)	\$	13.41
Family/Medical Leave Tax (California)		
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees' Retirement System (PERS Plan 2)	\$	32,464.37
Public Employees' Retirement System (PERS Plan 3)	\$	8,847.00
Public Employees' Retirement System (PERSJM)	\$	622.45
Public Safety Employees' Retirement System (PSERS)	\$	259.97
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	15,895.80
Health Care - Flexible Spending Account Contributions	\$	1,722.65
Dependent Care - Flexible Spending Account Contributions	\$	1,057.70
ICMA Roth IRA Contributions	\$	397.77
ICMA 457 Deferred Compensation Contributions	\$	33,405.27
ICMA 401K Deferred Compensation Contributions	\$	-
Garnishments (Chapter 13)	\$	572.00
Tax Wage Garnishment	\$	-
Child Support Wage Garnishment	\$	917.23
Mercer Island Employee Association Dues	\$	252.50
AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	-
AFLAC - Supplemental Insurance Plans	\$	-
Washington Long Term Care	\$	2,653.70
Tax & Benefit Obligations Total	\$	260,776.66

TOTAL GROSS PAYROLL	\$	861,518.42
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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.

35
Mayor
Date

FTE AND LTE COUNTS AS OF 5/24/2024

Full Time Equivalents (FTEs)	2024 Budgeted	2024 Actual
Administrative Services	15.00	15.00
City Attorney's Office	2.00	2.00
City Manager's Office	3.00	3.00
Community Planning & Development	18.00	17.00
Finance	9.00	7.50
Municipal Court	3.10	3.10
Police	37.50	37.50
Public Works	64.80	63.80
Recreation	10.25	10.25
Youth & Family Services	11.43	11.43
Thrift Shop	2.00	2.00
Total FTEs	176.08	172.58
Limited Term Equivalents (LTEs)	2024 Budgeted	2024 Actual
City Manager's Office ¹	1.00	3.00
Community Planning & Development ^{2,4}	2.00	1.00
Finance	1.00	1.50
Public Works ³	4.00	6.75
Youth & Family Services	2.03	2.01
Thrift Shop	7.50	7.20
Total LTEs	17.53	21.46
Total FTEs & LTEs	193.61	194.04

FTE Vacancies:

- 1.0 Development Engineer
- 1.0 Financial Analyst
- 1.0 Planner
- 1.0 Police Support Officer
- 0.5 Utility Billing Admin Assistant

Footnotes:

- ¹ 5/23/2023: Extend 1.0 LTE Management Analyst [AB 6255](#)
- ² 5/23/2023: New 1.0 LTE Assistant Planner [AB 6255](#)
- ³ 5/23/2023: New 1.0 LTE Support Services Foreman [AB 6255](#)
- ⁴ 3/1/2024: New 1.0 LTE Planner [3/1 Minutes](#)

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	219878-219914	5/31/2024	\$254,046.92 \$254,046.92

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: 402000 - Water Fund-Admin Key				
	00219892	HSU, SANDRA/JUI-SHAN	REFUND: ACCT 00415222002	640.00
Org Key: 814074 - Garnishments				
	00219882	CHAPTER 13 TRUSTEE	PR 05.31.2024	572.00
Org Key: 814075 - Mercer Island Emp Association				
	00219898	MI EMPLOYEES ASSOC	PR 05.31.2024	252.50
Org Key: AS1100 - Administrative Services				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	340.29
P0121591	00219912	VERIZON WIRELESS	VERIZON APR 24 - MAY 23	213.89
Org Key: CA1100 - Administration (CA)				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	127.77
P0121593	00219912	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 SWAN	53.13
Org Key: CA1200 - Prosecution & Criminal Mngmnt				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	63.88
Org Key: CM1100 - Administration (CM)				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	594.84
Org Key: CM1200 - City Clerk				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.40
Org Key: CM1400 - Communications				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	906.58
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
Org Key: CR1100 - Human Resources				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	445.77
P0121545	00219883	CINTAS	Cintas invoice 5211733707	27.58
Org Key: CT1100 - Municipal Court				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
P0121592	00219912	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 MUNICI	42.22
Org Key: DS1100 - Administration (DS)				
P0121576	00219878	BERK CONSULTING	Professional Services; Comp Pl	13,276.25
P0121576	00219878	BERK CONSULTING	Professional Services; Online	7,086.25
P0121576	00219878	BERK CONSULTING	Professional Services; Comp Pl	3,870.00
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	2,972.00
Org Key: DS1200 - Bldg Plan Review & Inspection				
	00219896	LINDSAY, DAVID	TEMP LICENSE CARD	145.80
	00219896	LINDSAY, DAVID	PELCO - CEU CLASSES	102.00
	00219896	LINDSAY, DAVID	ELECTRICAL LICENSE RENEWAL	99.00
Org Key: DS1300 - Land Use Planning Svc				
	00219901	NEWTON, TONY	LODGING: PAW ANNUAL CONF	226.81
	00219901	NEWTON, TONY	MILEAGE: PAW ANNUAL CONF	202.41
	00219901	NEWTON, TONY	PER DIEM: PAW ANNUAL CONF	134.00
Org Key: FN1100 - Administration (FN)				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	73.77
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	63.95
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	63.89
<i>Org Key: FR0000 - Fire-Revenue</i>				
P0121572	00219890	HENDERSHOT, MANOIE	Refund overpayment - ambulanc	752.22
<i>Org Key: GDI503 - Interest-Equip Rental</i>				
P0121573	00219887	GOV'T LEASING & FINANCE INC	Debt Payment-Fire Midi Pumper	1,047.20
<i>Org Key: GDP503 - Principal - Equip Rental</i>				
P0121573	00219887	GOV'T LEASING & FINANCE INC	Debt Payment-Fire Midi Pumper	41,720.84
<i>Org Key: GT0170 - ARPA-Slater Rm Public Meetings</i>				
P0119284	00219894	KCDA PURCHASING COOPERATIVE	Slater Room flooring. KCDA con	1,015.00
<i>Org Key: IS1100 - IGS Mapping</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	297.25
<i>Org Key: MT1500 - Urban Forest Mangement</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0121564	00219906	PUGET SOUND ENERGY	Account # 220014359958	141.91
P0121565	00219906	PUGET SOUND ENERGY	Account # 200008261139	39.54
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0120570	00219885	FACET	Town Center Urban Forest Manag	6,587.75
<i>Org Key: MT2500 - ROW Administration</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	127.77
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00219879	BOROVINA, RAYMOND	MILEAGE	20.23
<i>Org Key: MT3800 - Storm Drainage</i>				
P0119484	00219904	Olson Brother's Pro-Vac LLC	Stormwater Utility M&O	8,783.10
P0119484	00219904	Olson Brother's Pro-Vac LLC	Stormwater Utility M&O	8,267.20
P0119484	00219904	Olson Brother's Pro-Vac LLC	Stormwater Utility M&O	2,395.77
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	1,698.56
	00219914	ZAGER, FRANCESCA	FOOD FOR PW WEEK LUNCH 5/22/24	339.19
<i>Org Key: MT4210 - Building Landscaping</i>				
P0118700	00219880	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	15,082.98
<i>Org Key: MT4270 - ARPA-Asbestos Response</i>				
P0121578	00219888	GREEN LATRINE	Site: City of Mercer Island Ci	350.00
<i>Org Key: MT4271 - ARPA-Records Analyst</i>				
P0121574	00219903	Office of the Secretary	Archive Boxes	125.63

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT4272 - ARPA-Police Iterim Site</i>				
P0119633	00219894	KCDA PURCHASING COOPERATIVE	PD	44,634.59
<i>Org Key: MT4274 - ARPA-Municipal Court Site Leas</i>				
	00219897	LUCERO, CHERYL	MILEAGE	35.11
<i>Org Key: MT6100 - Park Maintenance</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	63.88
	00219889	HARB, SAM	MILEAGE - MRSC TRAINING	46.77
	00219889	HARB, SAM	PARKING FEE - MRSC TRAINING	16.00
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0118700	00219880	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	1,989.11
<i>Org Key: PA0100 - Open Space Management</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	297.25
<i>Org Key: PA0109 - Aubrey Davis Park Trail Safety</i>				
P0121217	00219902	NORTH IDAHO POST & POLE	Pressure treated wood posts	1,729.64
<i>Org Key: PA0111 - Aubrey Davis Park Vegetation M</i>				
P0116262	00219895	KPG	PSOMAS DBA KPG PSOMAS INC	350.00
<i>Org Key: PA0124 - Luther Burbank Boiler Bldg Roo</i>				
P0120913	00219911	TERRACON CONSULTANTS INC	Luther Burbank Boiler Building	1,537.69
<i>Org Key: PA122B - LB Shoreline Access Improvemen</i>				
P0120913	00219911	TERRACON CONSULTANTS INC	LUTHER BURBANK BOILER BUILDING	439.34
<i>Org Key: PA124B - LB Boiler Bldg City Portion</i>				
P0120913	00219911	TERRACON CONSULTANTS INC	LUTHER BURBANK BOILDER BUILDIN	19.97
<i>Org Key: PO1100 - Administration (PO)</i>				
P0121589	00219912	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 POLICE	282.28
P0121560	00219910	T-MOBILE	985836925 Final Bill PD Cellul	238.94
	00219891	HOLMES, EDWARD J	PER DIEM: WASPC CONFERENCE	208.80
P0121560	00219910	T-MOBILE	984234766 Final Bill PD Cellul	81.97
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
<i>Org Key: PO2100 - Patrol Division</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	383.31
<i>Org Key: PR1100 - Administration (PR)</i>				
P0121381	00219900	MORGAN SOUND INC	2 TVs for meeting rooms	3,085.60
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	906.25
P0121590	00219912	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 PR	178.88
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
<i>Org Key: PR2104 - Special Events</i>				
P0121517	00219886	FUNK HEAVY INDUSTRIES LLC	Deposit	500.00
<i>Org Key: PR4100 - Community Center</i>				
P0118700	00219880	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	11,032.89

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0120140	00219913	WAVE ELECTRICAL LLC	REISSUE: Mar & Apr electr rep	3,839.19
P0120140	00219913	WAVE ELECTRICAL LLC	REISSUE: MICEC May&Sept electr	3,710.37
P0120140	00219913	WAVE ELECTRICAL LLC	REISSUE: Nov & Dec electric	333.60
<i>Org Key: SP0104 - NMW - 7500 to Roanoke</i>				
P0121585	00219884	DAILY JOURNAL OF COMMERCE	BC:ARTERIAL OVERLAYS	397.80
<i>Org Key: SU0108 - Comprehensive Pipeline R&R Pro</i>				
P0119153	00219908	STACHELI TRENCHLESS CONSULTANTS	Basin 40 CIPP Sewer Lining Pro	12,855.29
<i>Org Key: SU0109 - Sewer System Generator Replace</i>				
P0112274	00219907	RH2 ENGINEERING INC	21-31 Sewer Pump Station Gener	2,041.29
<i>Org Key: SU0115 - Sewer Pipe Upsize</i>				
P0114350	00219909	Staheli Trenchless Consultants	21-48 Sewer Pipe Replacements	18,261.05
<i>Org Key: SU0128 - Pump Station Improvements</i>				
P0121583	00219884	DAILY JOURNAL OF COMMERCE	CN:PUMP STATION 20 REHAB	142.10
<i>Org Key: VCP343 - CIP Parks Salaries</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	148.62
<i>Org Key: WU0145 - Emergency Repair-SPU SE 40th</i>				
P0121366	00219893	KAR-VEL CONSTRUCTION INC	Phase 1 AC Main Abandonment.	15,586.03
<i>Org Key: YF1100 - YFS General Services</i>				
P0121594	00219881	CDW GOVERNMENT INC	Adobe Subscription 2024-2025 G	361.13
<i>Org Key: YF1200 - Thrift Shop</i>				
P0118700	00219880	BRIGHTHORIZON LAWN CARE	2023-2024 FACILITIES LANDSCAPE	3,954.32
<i>Org Key: YF2600 - Family Assistance</i>				
P0121598	00219905	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	1,032.76
P0121595	00219899	MISD FOOD SERVICE	Preschool scholarship for EA c	426.00
P0121597	00219905	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	272.50
P0121596	00219905	PEBBLE @ MIPC, THE	Preschool scholarship for EA c	197.76
Total				254,046.92

Accounts Payable Report by Check Number

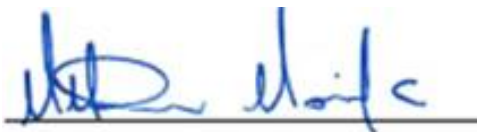
Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219878	05/31/2024	BERK CONSULTING Professional Services; Comp Pl	P0121576	10944-04-24	05/24/2024	24,232.50
00219879	05/31/2024	BOROVINA, RAYMOND MILEAGE		05232024	05/23/2024	20.23
00219880	05/31/2024	BRIGHTHORIZON LAWN CARE 2023-2024 FACILITIES LANDSCAPE	P0118700	0000872	04/30/2024	32,059.30
00219881	05/31/2024	CDW GOVERNMENT INC Adobe Subscription 2024-2025 G	P0121594	RL36343	05/23/2024	10,976.88
00219882	05/31/2024	CHAPTER 13 TRUSTEE PR 05.31.2024		PR 05.31.2024	05/31/2024	572.00
00219883	05/31/2024	CINTAS Cintas invoice 5211733707	P0121545	5211733707	05/15/2024	27.58
00219884	05/31/2024	DAILY JOURNAL OF COMMERCE BC:ARTERIAL OVERLAYS	P0121583	3397328	03/07/2024	539.90
00219885	05/31/2024	FACET Town Center Urban Forest Manag	P0120570	0055083	05/17/2024	6,587.75
00219886	05/31/2024	FUNK HEAVY INDUSTRIES LLC Deposit	P0121517	05.14.2024.1	05/14/2024	500.00
00219887	05/31/2024	GOV'T LEASING & FINANCE INC Debt Payment-Fire Midi Pumper	P0121573	529267965	05/16/2024	42,768.04
00219888	05/31/2024	GREEN LATRINE Site: City of Mercer Island Ci	P0121578	I44658	05/24/2024	350.00
00219889	05/31/2024	HARB, SAM PARKING FEE - MRSC TRAINING		05232024	05/23/2024	62.77
00219890	05/31/2024	HENDERSHOT, MANOIE Refund overpayment - ambulanc	P0121572	05012024	05/01/2024	752.22
00219891	05/31/2024	HOLMES, EDWARD J PER DIEM: WASPC CONFERENCE		05282024	05/28/2024	208.80
00219892	05/31/2024	HSU, SANDRA/JUI-SHAN REFUND: ACCT 00415222002		05232024	05/23/2024	640.00
00219893	05/31/2024	KAR-VEL CONSTRUCTION INC Phase 1 AC Main Abandonment.	P0121366	04242024	04/24/2024	15,586.03
00219894	05/31/2024	KCDA PURCHASING COOPERATIVE Slater Room flooring. KCDA con	P0119633	300777195	04/02/2024	45,649.59
00219895	05/31/2024	KPG PSOMAS DBA KPG PSOMAS INC	P0116262	207535	04/19/2024	350.00
00219896	05/31/2024	LINDSAY, DAVID PELCO - CEU CLASSES		05292024.01	05/29/2024	346.80
00219897	05/31/2024	LUCERO, CHERYL MILEAGE		05292024	05/29/2024	35.11
00219898	05/31/2024	MI EMPLOYEES ASSOC PR 05.31.2024		PR 05.31.2024	05/31/2024	252.50
00219899	05/31/2024	MISD FOOD SERVICE Preschool scholarship for EA c	P0121595	0013-0015	02/08/2024	426.00
00219900	05/31/2024	MORGAN SOUND INC 2 TVs for meeting rooms	P0121381	MSI117765	05/15/2024	3,085.60
00219901	05/31/2024	NEWTON, TONY PER DIEM: PAW ANNUAL CONF		05302024	05/30/2024	563.22
00219902	05/31/2024	NORTH IDAHO POST & POLE Pressure treated wood posts	P0121217	55253	05/10/2024	1,729.64
00219903	05/31/2024	Office of the Secretary Archive Boxes	P0121574	1551	04/22/2024	125.63

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219904	05/31/2024	Olson Brother's Pro-Vac LLC Stormwater Utility M&O	P0119484	147307854	01/05/2024	19,446.07
00219905	05/31/2024	PEBBLE @ MIPC, THE Preschool scholarship for EA c	P0121598	05012024.02	05/01/2024	1,503.02
00219906	05/31/2024	PUGET SOUND ENERGY Account # 220014359958	P0121565	1139X05132024	05/13/2024	181.45
00219907	05/31/2024	RH2 ENGINEERING INC 21-31 Sewer Pump Station Gener	P0112274	94919	02/27/2024	2,041.29
00219908	05/31/2024	STAHელი TRENCHLESS CONSULTANTS Basin 40 CIPP Sewer Lining Pro	P0119153	24-102	05/15/2024	12,855.29
00219909	05/31/2024	Staheli Trenchless Consultants 21-48 Sewer Pipe Replacements	P0114350	24-101	05/14/2024	18,261.05
00219910	05/31/2024	T-MOBILE 985836925 Final Bill PD Cellul	P0121560	6925/4766	05/20/2024	320.91
00219911	05/31/2024	TERRACON CONSULTANTS INC Luther Burbank Boiler Building	P0120913	TM01878	05/14/2024	1,997.00
00219912	05/31/2024	VERIZON WIRELESS VERIZON APR 24 - MAY 23	P0121590	9964883219	05/23/2024	770.40
00219913	05/31/2024	WAVE ELECTRICAL LLC REISSUE: MICEC May&Sept electr	P0120140	37-1/37-2/73-3	05/30/2024	7,883.16
00219914	05/31/2024	ZAGER, FRANCESCA FOOD FOR PW WEEK LUNCH 5/22/24		05232024	05/23/2024	339.19
					Total	254,046.92

CERTIFICATION OF CLAIMS

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



Finance Director

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

Mayor

Date

Report	Warrants	Date	Amount
Check Register	219915-219993	6/7/2024	\$994,502.96
			\$994,502.96

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0121631	00219960	MI SCHOOL DISTRICT	MICEC rental FA-8148 cancelled	65.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0121660	00219975	SEATTLE PUBLIC UTILITIES	APRIL 2024 SPU CHG FOR RETAIL	3,744.00
P0121575	00219986	VALLEY ATHLETICS	INVENTORY PURCHASES	3,129.13
<i>Org Key: CA1100 - Administration (CA)</i>				
P0121588	00219987	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 CA	87.23
<i>Org Key: CM1100 - Administration (CM)</i>				
P0121588	00219987	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 CM	357.76
<i>Org Key: CM1400 - Communications</i>				
P0121608	00219929	CivicPlus	Archive Social Jun-Dec 2024 IN	1,842.36
<i>Org Key: CO6100 - City Council</i>				
P0121588	00219987	VERIZON WIRELESS	VERIZON APR 24 - MAY 23 CM	338.34
<i>Org Key: CR1100 - Human Resources</i>				
P0121582	00219928	CINTAS	FIRST AID SUPPLIES	476.49
<i>Org Key: CT1100 - Municipal Court</i>				
P0121616	00219924	Bradley Public Safety	BPSS invoice 053105P-24	1,305.00
P0121617	00219950	INTERCOM LANGUAGE SERVICES INC	Intercom Lang Serv invoice 24-	945.94
<i>Org Key: DS1100 - Administration (DS)</i>				
P0121603	00219922	BELLEVUE, CITY OF	Q2 2024 MBP Subscription	11,805.61
P0118732	00219953	KPG	KPG On-Call Transportation	7,935.00
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
	00219956	LINDSAY, DAVID	REIMBURSEMENT: WORK BOOTS	77.37
<i>Org Key: FN1100 - Administration (FN)</i>				
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	53.13
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	47.22
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	42.22
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	42.22
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	47.22
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	42.22
<i>Org Key: FR1100 - Administration (FR)</i>				
P0121643	00219918	ASPECT SOFTWARE INC	Telestaff Monthly Fee INV ASI0	165.30
<i>Org Key: GGM001 - General Government-Misc</i>				
P0121618	00219966	OMWBE FINANCIAL OFFICE	Political Subdivision Fee 7-20	1,512.63
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
	00219948	HILTNER, PETER	LEOFF1 Medicare Reimb	619.50
	00219926	CARLSON, LARRY	JUNE RETIREES MEDICARE REIMBUR	616.70
	00219923	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	344.90
	00219932	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	273.10
	00219920	BARNES, WILLIAM	LEOFF1 Medicare Reimb	271.10

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00219939	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	271.10
	00219958	LYONS, STEVEN	LEOFF1 Medicare Reimb	247.80
	00219981	THOMPSON, JAMES	LEOFF1 Medicare Reimb	245.90
	00219974	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	240.60
	00219978	SMITH, RICHARD	LEOFF1 Medicare Reimb	239.90
	00219915	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	239.10
	00219942	GOODMAN, J C	LEOFF1 Medicare Reimb	236.30
	00219936	ELSOE, RONALD	LEOFF1 Medicare Reimb	220.10
	00219916	ADAMS, RONALD E	LEOFF1 Medicare Reimb	214.40
	00219951	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	212.60
	00219919	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	209.90
	00219957	LOISEAU, LERI M	LEOFF1 Medicare Reimb	209.90
	00219961	MYERS, JAMES S	LEOFF1 Medicare Reimb	179.80
	00219934	DOWD, PAUL	LEOFF1 Medicare Reimb	174.70
	00219945	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	174.70
	00219973	RUCKER, MANORD J	LEOFF1 Medicare Reimb	174.70
	00219991	WEGNER, KEN	LEOFF1 Medicare Reimb	170.10
	00219992	WHEELER, DENNIS	LEOFF1 Medicare Reimb	164.90
	00219970	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20

Org Key: GGM100 - Emerg Incident Response

P0121634	00219941	GEOTECH CONSULTANTS INC	Engineering, Observation & Tes	3,119.00
P0121579	00219925	BUSH ROED & HITCHINGS INC	SE 40TH STREET - BOUNDARY SURV	1,472.00

Org Key: GGM606 - Excess Retirement-Fire

00219920	BARNES, WILLIAM	LEOFF1 Excess Benefit	3,133.75
00219930	COOPER, ROBERT	LEOFF1 Excess Benefit	3,085.43
00219951	JOHNSON, CURTIS	LEOFF1 Excess Benefit	1,978.49
00219974	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	1,577.32
00219970	RAMSAY, JON	LEOFF1 Excess Benefit	1,074.17

Org Key: GGX620 - Custodial Disbursements

P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	3,033.11
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	2,409.87
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	1,649.86
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	1,474.56
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	1,200.89
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	986.28
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	947.72
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	823.57
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	261.16
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	261.15
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	191.52
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	183.70
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	81.77
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	75.23
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	50.00
P0121609	00219989	WA ST TREASURER'S OFFICE	Remit MI April Court Fees	49.99
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	2.05
P0121610	00219989	WA ST TREASURER'S OFFICE	Remit April 2024 Court Fees	2.04

Org Key: IGVO02 - ARCH

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0121657	00219921	BELLEVUE, CITY OF	ARCH Contribution Q3 2024	19,152.75
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0121633	00219963	NATIONAL BUSINESS SYSTEMS	Keystroke Renewal	655.10
P0121640	00219927	CENTURYLINK	TRUNKS & BILLING (PRI)	302.19
P0121639	00219927	CENTURYLINK	TRUNKS & BILLING (PRI)	288.96
P0121623	00219988	VERIZON WIRELESS	APR 24-MAY 23, 2024 IT DEPT CI	231.10
P0121651	00219972	Ringsquared Telecom LLC	LONG DISTANCE CALLING MAY 2024	73.58
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0121586	00219925	BUSH ROED & HITCHINGS INC	4649 FOREST AVENUE SE - LIMITE	3,538.70
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	40.00
<i>Org Key: MT3000 - Water Service Upsizes and New</i>				
P0121601	00219947	HEIDELBERG MATERIALS	5/8"-MINUS ROCK (62.67 TONS)	563.96
<i>Org Key: MT3100 - Water Distribution</i>				
P0121601	00219947	HEIDELBERG MATERIALS	5/8"-MINUS ROCK (62.67 TONS)	563.97
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00219937	FELIX, JIM	WORK BOOTS REIMBURSEMENT	374.33
<i>Org Key: MT3400 - Sewer Collection</i>				
P0121568	00219940	GCP WW HOLDCO LLC	SAFETY VEST	22.83
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0121568	00219940	GCP WW HOLDCO LLC	SAFETY BOOTS & MISC. WORK CLOT	445.04
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0121671	00219984	UTILITIES UNDERGROUND LOCATION	2024 UTILITY LOCATES	274.56
P0121607	00219931	DATAQUEST LLC	Background Checks INV 23322	106.00
P0121607	00219931	DATAQUEST LLC	Background Checks INV 23321	79.50
<i>Org Key: MT4300 - Fleet Services</i>				
P0121602	00219917	ALL BATTERY SALES & SERVICE	BATTERIES	494.83
P0121661	00219962	NAPA AUTO PARTS	REPAIR PARTS	334.30
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0118732	00219953	KPG	KPG On-Call Transportation	10,524.00
P0121571	00219993	ZUMAR INDUSTRIES	VIS-Z-SHIELD YG FOR 2" POST	484.76
<i>Org Key: MT4502 - Sewer Administration</i>				
P0120214	00219952	KING COUNTY TREASURY	2024 JAN-DEC MONTHLY SEWER CHA	477,087.27
<i>Org Key: MT4920 - ARPA-Open Space Baseln Monitor</i>				
P0121271	00219935	DYLAN MENDENHALL	23-37 Open Space Forest Health	4,384.04
<i>Org Key: MT6100 - Park Maintenance</i>				
	00219938	FLYNN, THOMAS	LODGING: WRPA CONFERENCE	744.54
P0121666	00219976	SIGNS OF SEATTLE	Plaque replacement for Suzy Sa	330.75
	00219938	FLYNN, THOMAS	MILEAGE: WRPA CONFERENCE	225.12
P0121580	00219980	T&L NURSERY INC	HANGING BASKETS	224.75
P0121600	00219967	PART WORKS INC., THE	GASKET SEAL KIT FOR TOILETS	70.22
	00219938	FLYNN, THOMAS	PER DIEM: WRPA CONFERENCE	36.24

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0121587	00219943	GREEN LATRINE	SITE: ISLAND CREST WAY & SE 68	790.00
P0121599	00219967	PART WORKS INC., THE	WYE STRAINER 1/4"	71.86
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
P0121587	00219943	GREEN LATRINE	SITE: ISLAND CREST WAY & SE 68	200.00
<i>Org Key: PA0144 - LB Parking Lot Lighting</i>				
P0121570	00219953	KPG	Luther Burbank Park Lighting C	2,247.00
<i>Org Key: PA0148 - ADP Crossing Improvements</i>				
P0119273	00219982	TOOLE DESIGN GROUP LLC	Aubrey Davis Park Intersection	2,483.50
<i>Org Key: PO1100 - Administration (PO)</i>				
P0121669	00219964	Net Transcripts, Inc.	Transcription services for MIP	39.68
P0121607	00219931	DATAQUEST LLC	Background Checks INV 23321	26.50
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0121614	00219977	SKYLINE COMMUNICATIONS INC	JUNE 2024 EOC INTERNET	220.55
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0120207	00219965	NORCOM 911	2024 Q3	140,084.08
P0121612	00219969	PowerDMS	PowerDMS subscription - policy	7,840.42
<i>Org Key: PO2100 - Patrol Division</i>				
P0121561	00219954	KROESENS UNIFORM COMPANY	Police uniforms and equipment	8,003.94
P0121663	00219954	KROESENS UNIFORM COMPANY	Police uniforms/equipment	4,239.72
<i>Org Key: PO2200 - Marine Patrol</i>				
P0121667	00219983	TRUE VALUE CONSTRUCTION DEPT	Hardware supplies from True Va	212.81
<i>Org Key: PO2201 - Dive Team</i>				
P0121664	00219985	UW VALLEY MEDICAL CENTER	Dive physical, guarantor #7000	567.00
<i>Org Key: PO3100 - Investigation Division</i>				
P0121670	00219959	MERCER ISLAND TOWING	Towing for Case 2024-2756	489.84
P0121668	00219979	SUPERIOR TOWING INC	Towing for evidence car for	349.89
<i>Org Key: PR1100 - Administration (PR)</i>				
P0121638	00219990	WA WILDLIFE & REC COALITION	2024 Annual WWRC Membership	440.00
<i>Org Key: SP0111 - 80th Ave SE Sidewalk Improve</i>				
P0104658	00219953	KPG	80TH AVE SE PEDESTIAN IMPROVEM	5,686.50
<i>Org Key: SP0135 - ICW Corridor Improvements</i>				
P0118254	00219953	KPG	ICW Corridor Safety Analysis a	19,720.57
<i>Org Key: SW0134 - Storm Conveyance Repairs</i>				
P0121601	00219947	HEIDELBERG MATERIALS	5/8"-MINUS ROCK (62.67 TONS)	816.77
P0121567	00219949	HOME DEPOT CREDIT SERVICE	SEWER PIPE & TOOL KIT	83.75
<i>Org Key: WU0103 - Water Reservoir Improvements</i>				
P0117582	00219968	PASO ROBLES TANK INC	NORTH AND SOUTH RESERVOIR	189,756.96
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0102980	00219946	HDR ENGINEERING INC	WATER METER REPLACEMENT	11,172.27

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0121566	00219944	H D FOWLER	METER BOXES & LIDS	2,056.64
<i>Org Key: WU0128 - Reservoir Pump Replacement</i>				
P0111663	00219971	RH2 ENGINEERING INC	SERVICES DURING CONSTRUCTION A	4,876.41
P0121584	00219933	DEPT OF HEALTH	PROJECT AND PLAN REVIEW SUBMIT	778.00
<i>Org Key: YF1100 - YFS General Services</i>				
P0121621	00219955	LANGUAGE LINE SERVICES	Translation Services INV 11315	136.22
<i>Org Key: YF1200 - Thrift Shop</i>				
P0121607	00219931	DATAQUEST LLC	Background Checks INV 23323	53.00
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	47.22
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	42.23
P0121624	00219988	VERIZON WIRELESS	APR 24 - MAY 23, 2024 FIN & YF	42.22
Total				994,502.96

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219915	06/07/2024	ABBOTT, RICHARD LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	239.10
00219916	06/07/2024	ADAMS, RONALD E LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	214.40
00219917	06/07/2024	ALL BATTERY SALES & SERVICE BATTERIES	P0121602	61266758	05/30/2024	494.83
00219918	06/07/2024	ASPECT SOFTWARE INC Telestaff Monthly Fee INV ASI0	P0121643	ASI080528	06/05/2024	165.30
00219919	06/07/2024	AUGUSTSON, THOR LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	209.90
00219920	06/07/2024	BARNES, WILLIAM LEOFF1 Medicare Reimb		JUN2024A	06/01/2024	3,404.85
00219921	06/07/2024	BELLEVUE, CITY OF ARCH Contribution Q3 2024	P0121657	49512	06/03/2024	19,152.75
00219922	06/07/2024	BELLEVUE, CITY OF Q2 2024 MBP Subscription	P0121603	49476	05/24/2024	11,805.61
00219923	06/07/2024	BOOTH, GLENDON D LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	344.90
00219924	06/07/2024	Bradley Public Safety BPSS invoice 053105P-24	P0121616	033105P-24	05/31/2024	1,305.00
00219925	06/07/2024	BUSH ROED & HITCHINGS INC SE 40TH STREET - BOUNDARY SURV	P0121586	372064	04/30/2024	5,010.70
00219926	06/07/2024	CARLSON, LARRY JUNE RETIREES MEDICARE REIMBUR		05302024	05/30/2024	616.70
00219927	06/07/2024	CENTURYLINK TRUNKS & BILLING (PRI)	P0121640	0506X04012024	04/01/2024	591.15
00219928	06/07/2024	CINTAS FIRST AID SUPPLIES	P0121582	5213678304	05/29/2024	476.49
00219929	06/07/2024	CivicPlus Archive Social Jun-Dec 2024 IN	P0121608	305621	06/01/2024	1,842.36
00219930	06/07/2024	COOPER, ROBERT LEOFF1 Excess Benefit		JUN2024A	06/01/2024	3,085.43
00219931	06/07/2024	DATAQUEST LLC Background Checks INV 23322	P0121607	3321/3322/3323	06/01/2024	265.00
00219932	06/07/2024	DEEDS, EDWARD G LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	273.10
00219933	06/07/2024	DEPT OF HEALTH PROJECT AND PLAN REVIEW SUBMIT	P0121584	55907	05/15/2024	778.00
00219934	06/07/2024	DOWD, PAUL LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	174.70
00219935	06/07/2024	DYLAN MENDENHALL 23-37 Open Space Forest Health	P0121271	MI-002	05/22/2024	4,384.04
00219936	06/07/2024	ELSOE, RONALD LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	220.10
00219937	06/07/2024	FELIX, JIM WORK BOOTS REIMBURSEMENT		05302024	05/30/2024	374.33
00219938	06/07/2024	FLYNN, THOMAS LODGING: WRPA CONFERENCE		05302024	05/30/2024	1,005.90
00219939	06/07/2024	FORSMAN, LOWELL LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	271.10
00219940	06/07/2024	GCP WW HOLDCO LLC SAFETY VEST	P0121568	3658/4730	05/24/2024	467.87

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219941	06/07/2024	GEOTECH CONSULTANTS INC Engineering, Observation & Tes	P0121634	61140	05/03/2024	3,119.00
00219942	06/07/2024	GOODMAN, J C LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	236.30
00219943	06/07/2024	GREEN LATRINE SITE: ISLAND CREST WAY & SE 68	P0121587	I44405	05/17/2024	990.00
00219944	06/07/2024	H D FOWLER METER BOXES & LIDS	P0121566	I6708185	05/22/2024	2,056.64
00219945	06/07/2024	HAGSTROM, JAMES LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	174.70
00219946	06/07/2024	HDR ENGINEERING INC WATER METER REPLACEMENT PROGRA	P0102980	1200603830	03/08/2024	11,172.27
00219947	06/07/2024	HEIDELBERG MATERIALS 5/8"-MINUS ROCK (62.67 TONS)	P0121601	5540/6069	05/23/2024	1,944.70
00219948	06/07/2024	HILTNER, PETER LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	619.50
00219949	06/07/2024	HOME DEPOT CREDIT SERVICE SEWER PIPE & TOOL KIT	P0121567	5824/6530	05/22/2024	83.75
00219950	06/07/2024	INTERCOM LANGUAGE SERVICES INC Intercom Lang Serv invoice 24-	P0121617	24-263	05/31/2024	945.94
00219951	06/07/2024	JOHNSON, CURTIS LEOFF1 Medicare Reimb		JUN2024A	06/01/2024	2,191.09
00219952	06/07/2024	KING COUNTY TREASURY 2024 JAN-DEC MONTHLY SEWER CHA	P0120214	30038756	06/01/2024	477,087.27
00219953	06/07/2024	KPG KPG On-Call Transportation	P0118254	208823	05/23/2024	46,113.07
00219954	06/07/2024	KROESENS UNIFORM COMPANY Police uniforms and equipment	P0121663	7995/7997	05/23/2024	12,243.66
00219955	06/07/2024	LANGUAGE LINE SERVICES Translation Services INV 11315	P0121621	11315965	05/31/2024	136.22
00219956	06/07/2024	LINDSAY, DAVID REIMBURSEMENT: WORK BOOTS		06052024	06/05/2024	77.37
00219957	06/07/2024	LOISEAU, LERI M LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	209.90
00219958	06/07/2024	LYONS, STEVEN LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	247.80
00219959	06/07/2024	MERCER ISLAND TOWING Towing for Case 2024-2756	P0121670	3-13533	06/06/2024	489.84
00219960	06/07/2024	MI SCHOOL DISTRICT MICEC rental FA-8148 cancelled	P0121631	06042024	06/04/2024	65.00
00219961	06/07/2024	MYERS, JAMES S LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	179.80
00219962	06/07/2024	NAPA AUTO PARTS REPAIR PARTS	P0121661	87/86/50/25/17	05/21/2024	334.30
00219963	06/07/2024	NATIONAL BUSINESS SYSTEMS Keystroke Renewal	P0121633	115785	02/15/2024	655.10
00219964	06/07/2024	Net Transcripts, Inc. Transcription services for MIP	P0121669	NT17978	01/15/2024	39.68
00219965	06/07/2024	NORCOM 911 2024 Q3	P0120207	0001705	06/01/2024	140,084.08
00219966	06/07/2024	OMWBE FINANCIAL OFFICE Political Subdivision Fee 7-20	P0121618	30314687	03/05/2024	1,512.63

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219967	06/07/2024	PART WORKS INC., THE GASKET SEAL KIT FOR TOILETS	P0121599	INV106942	05/30/2024	142.08
00219968	06/07/2024	PASO ROBLES TANK INC NORTH AND SOUTH RESERVOIR	P0117582	05/01-05/31/2024	05/01/2024	189,756.96
00219969	06/07/2024	PowerDMS PowerDMS subscription - policy	P0121612	INV-49079	03/05/2024	7,840.42
00219970	06/07/2024	RAMSAY, JON LEOFF1 Medicare Reimb		JUN2024A	06/01/2024	1,210.37
00219971	06/07/2024	RH2 ENGINEERING INC SERVICES DURING CONSTRUCTION A	P0111663	96163	05/16/2024	4,876.41
00219972	06/07/2024	Ringsquared Telecom LLC LONG DISTANCE CALLING MAY 2024	P0121651	IN211135	06/03/2024	73.58
00219973	06/07/2024	RUCKER, MANORD J LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	174.70
00219974	06/07/2024	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		JUN2024A	06/01/2024	1,817.92
00219975	06/07/2024	SEATTLE PUBLIC UTILITIES APRIL 2024 SPU CHG FOR RETAIL	P0121660	APR-24	04/30/2024	3,744.00
00219976	06/07/2024	SIGNS OF SEATTLE Plaque replacement for Suzy Sa	P0121666	9895	06/04/2024	330.75
00219977	06/07/2024	SKYLINE COMMUNICATIONS INC JUNE 2024 EOC INTERNET	P0121614	IN47807	06/01/2024	220.55
00219978	06/07/2024	SMITH, RICHARD LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	239.90
00219979	06/07/2024	SUPERIOR TOWING INC Towing for evidence car for	P0121668	1-13204	06/06/2024	349.89
00219980	06/07/2024	T&L NURSERY INC HANGING BASKETS	P0121580	631554	05/29/2024	224.75
00219981	06/07/2024	THOMPSON, JAMES LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	245.90
00219982	06/07/2024	TOOLE DESIGN GROUP LLC Aubrey Davis Park Intersection	P0119273	0SEA.00180_4	05/16/2024	2,483.50
00219983	06/07/2024	TRUE VALUE CONSTRUCTION DEPT Hardware supplies from True Va	P0121667	37/70/67/90/76/4	12/14/2023	212.81
00219984	06/07/2024	UTILITIES UNDERGROUND LOCATION 2024 UTILITY LOCATES	P0121671	4050182	05/31/2024	274.56
00219985	06/07/2024	UW VALLEY MEDICAL CENTER Dive physical, guarantor #7000	P0121664	70000814 MAY	05/14/2024	567.00
00219986	06/07/2024	VALLEY ATHLETICS INVENTORY PURCHASES	P0121575	56142	05/22/2024	3,129.13
00219987	06/07/2024	VERIZON WIRELESS VERIZON APR 24 - MAY 23 CA	P0121588	9964876564	05/23/2024	783.33
00219988	06/07/2024	VERIZON WIRELESS APR 24 - MAY 23, 2024 FIN & YF	P0121624	9964883223	05/23/2024	677.00
00219989	06/07/2024	WA ST TREASURER'S OFFICE Remit MI April Court Fees	P0121610	85001555 APR24	04/30/2024	13,684.47
00219990	06/07/2024	WA WILDLIFE & REC COALITION 2024 Annual WWRC Membership	P0121638	WWRC24-55	02/05/2024	440.00
00219991	06/07/2024	WEGNER, KEN LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	170.10
00219992	06/07/2024	WHEELER, DENNIS LEOFF1 Medicare Reimb		JUN2024B	06/01/2024	164.90

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00219993	06/07/2024	ZUMAR INDUSTRIES VIS-Z-SHIELD YG FOR 2" POST	P0121571	47643	05/24/2024	484.76
Total						<u>994,502.96</u>



CITY COUNCIL MINUTES SPECIAL JOINT MEETING WITH MISD BOARD MARCH 21, 2024

Item 5.

CALL TO ORDER & ROLL CALL

School Board President Deborah Lurie called the joint meeting to order at 5:00 pm in the MISD Administration Building Board Room located at 4160 86th Ave SE Mercer Island, Washington.

Mayor Salim Nice, Deputy Mayor David Rosenbaum and Councilmembers, Jake Jacobson, Wendy Weiker, and Ted Weinberg were present.

Councilmembers Lisa Anderl and Craig Reynolds were absent.

JOINT MEETING BUSINESS

President Lurie noted that Police Chief Ed Holmes is retiring and thanked him for his many years of service to the City.

Interlocal Agreements

Superintendent Fred Rundle spoke about the interlocal agreements between the City and District. President Lurie acknowledged the City's contribution toward providing counselors in District schools and highlighted the benefit of other partnerships, such as cooperation with playfields on the Island. Vice President Glowitz added comments acknowledging how unique the partnership is with respect to the counselors. Mayor Nice thanked the MIYFS Foundation for their efforts in generating funding in support of MIYFS.

Director Kuhn briefly touched on grants providing funds for the Mary Wayte Pool and noted that he has been working closely with Chief of Operations Jason Kintner on updating the interlocal agreements. President Lurie made comments around the change in open enrollment policy last spring permitting nonresident students of eligible City employees to attend District schools and expressed enthusiasm over seeing more families enroll.

Long Range Facility Planning, Design, and Bonds

Mayor Nice provided an update on the closing of City Hall last year and options under consideration for a new City Hall. He discussed the decision the City Council made to direct the City Manager to provide a plan for a Public Safety and Maintenance building in Q2 of 2024 and to look at other options on the island for a civic functioning portion of City Hall to accommodate the customer facing aspects of City business.

Mayor Nice noted that City Council meetings are currently being held at the Mercer Island Community & Event Center. He noted that the City is currently in the midst of its periodic update of the Comprehensive Plan, including an update to the housing element. Mayor Nice discussed how new housing can contribute to increased enrollment in the District.

President Lurie reviewed the 2019 and 2023 facilities planning processes and the need for improvements to several buildings. She commented further that the Board has directed the superintendent to contract with architectural firms to improve facilities at the high school and middle school levels to better meet the educational needs of students.

The District anticipates proposing a bond in April 2025 to fund these projects with the intention of providing very specific goals tied to concrete figures. President Lurie acknowledged that they recognize that the City will require funding for projects as well. She commented further on the recent restructuring of District bonds, saving taxpayers \$1.5 million.

Vice President Glowitz discussed the fact that school districts often stack bonds, explaining that it is common to go out for multiple small bonds rather than a single large bond. He commented further on a bill that was under consideration during the last legislative session that would have provided tax relief by waiving sales tax

on school construction projects with the exclusion of a handful of districts, including Mercer Island. The hope is that a revived bill in the next session will be more equitable. Mayor Nice offered the City's support in advocating for this.

Fleet Electrification

Superintendent Rundle asked Director Rock to elaborate on the EV infrastructure of the District, noting that the District now has two electric buses and expects delivery of two more in August. Current infrastructure supports these buses; however, any further expansion would require updating the infrastructure. The District is currently in the process of determining cost and the most effective plan to move forward.

Councilmember Weinberg inquired about the plan to replace gas-powered buses with electric buses. Superintendent Rundle offered comments on the possibility of replacing not just buses but other vehicles as well, such as vans used to transport students. The District is hoping for funding assistance passed by the legislature to aid in this process and touched on a possible transportation levy.

Additional Topics of Interest

Councilmember Weiker asked for a high-level overview of the current issues facing the District. President Lurie highlighted the fantastic accomplishments of our students, Mr. Henry's promotion of these accomplishments on social media, and the high level of participation of District students in extracurricular activities. Director Tucker and Vice President Glowitz offered comments as well.

Councilmember Weinberg suggested that, as the District undergoes investigating how to supply electrification to a larger fleet of vehicles, there may be an opportunity for collaboration with the City on facilities that might service electric vehicles for both entities. Superintendent Rundle commented that the District expects to be pushing this decision off until it is needed, but a conversation could be had. He is not sure if it would begin as a smaller City-District leadership discussion or a larger discussion between the Board and City Council. Mr. Weinberg indicated that the City will be electrifying its fleet likely at the same time as the District given the statutory requirements due in 2035 and asked when this conversation might need to be started. Superintendent Rundle indicated that the District doesn't have a timeline at this point but notes that a partnership is of interest and could be addressed at a later date. Director Tucker advised that, as the District looks at renovations at the middle and high schools, it might be prudent to investigate whether there could be an opportunity to add electrification at these sites during this time.

Councilmember Jacobson asked what the benefit is to the District in opening enrollment. Superintendent Rundle discussed the fact that, as enrollment declines, the real advantage is programming. It could potentially allow the District to retain higher level courses as well as "singletons," courses with only one section.

ADJOURNMENT

The Special Joint Meeting adjourned at 6:04 pm.

Salim Nice, Mayor

Attest:

Andrea Larson, City Clerk



CITY COUNCIL MINUTES REGULAR HYBRID MEETING JUNE 4, 2024

Item 5.

CALL TO ORDER & ROLL CALL

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

Mayor Salim Nice, Deputy Mayor Dave Rosenbaum, and Councilmembers Lisa Anderl, Wendy Weiker, and Ted Weinberg attended in person. Councilmember Jake Jacobson (arrived 5:05 pm) and Craig Reynolds attended via Zoom.

PLEDGE OF ALLEGIANCE

The City Council delivered the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Weinberg; seconded by Weiker to:

Approve the agenda as presented.

PASSED: 6-0

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

ABSENT: 1 (Jacobson)

STUDY SESSION

AB 6484 2024 Community Survey Results

Chief of Administration Ali Spietz provided background on the biennial community survey and introduced Ryan Murray from ETC Institute who presented the results of the 2024 Community Survey. Mr. Murray discussed the survey methodology including how the survey was distributed, how many completed surveys were returned and the margin of error. He discussed the trends that were seen comparing 2024 results versus 2022, reviewed benchmarks of survey results compared to the U.S. average and to other cities with populations under 30,000 people, and the importance of the 2024 satisfaction rating.

City Council asked questions and reviewed the survey.

CITY MANAGER REPORT

City Manager Jessi Bon reported on the following items:

- **Council, Boards & Commission Meetings:** Next City Council Meeting – June 18 at 5:00 pm, Planning Commission – June 5 and 12 at 6:00 pm, Parks & Recreation Commission – June 6 at 5:00 pm, Utility Board – June 11 at 5:00 pm, and Arts Council – June 17 at 5:30 pm.
- **Update on Comprehensive Plan:** The Planning Commission held a Public Hearing on May 29. The Planning Commission will hold two meetings in June to prepare the recommendation to the City Council. City Council will receive the recommendation in July.
- **City Services Updates:** Luther Burbank Boiler building phase 1 construction is progressing including seismic retrofits, chimney reinforcement, and renovation of the restrooms. The Luther Burbank Park Sports Courts and under renovation for resurfacing and reconfiguring to eight pickleball courts. Construction continues on the Metro Sewer Interceptor; project equipment has been removed from the Boat Launch and it will reopen in June.

- **Upcoming Events:** PRIDE in the Park on June 15, and Juneteenth on June 19, both at Mercedale Park. There are restoration events throughout June on Saturdays. Friends of Mercer Island Library book sale through June 10.
- **News:** Mercer Island was selected for federal funding to support the planning Pedestrian and Bicycle Facilities Update. Thrift Shop had a fantastic day on Memorial Day bringing in over \$17,000 net revenue. Thank you to Chief Ed Holmes for his over 30 years of service to the Mercer Island community. Enjoy retirement Chief!

City Council thanked Chief Holmes for his service and wished him well in retirement.

APPEARANCES

Tracy Drinkwater (Mercer Island) spoke about fireworks on Mercer Island.

Dan Thompson (Mercer Island) spoke about the results of the 2024 Community Survey.

CONSENT AGENDA

AB 6485: May 17, 2024 Payroll Certification

Recommended Action: Approve the May 17, 2024 Payroll Certification in the amount of \$855,430.10 and authorize the Mayor to sign the certification on behalf of the entire City Council.

Certification of Claims:

A. Check Register | 219731-219805 | 5/17/2024 | \$774,573.42

B. Check Register | 219806-219877 | 5/24/2024 | \$1,532,584.96

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

City Council Regular Hybrid Meeting Minutes of May 21, 2024

Recommended Action: Approve the City Council Regular Hybrid Meeting Minutes of May 21, 2024.

AB 6486: Pride Month, Proclamation No. 334

Recommended Action: Approve Proclamation No. 334 proclaiming the month of June Pride Month on Mercer Island.

AB 6487: Juneteenth, Proclamation No. 335

Recommended Action: Approve Proclamation No. 335 proclaiming June 19, 2024 as Juneteenth on Mercer Island.

It was moved by Weinberg; seconded by Anderl to:

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

PASSED: 7-0

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

REGULAR BUSINESS

AB 6490: AWC Business Meeting Voting Delegate

Mayor Nice asked for volunteers to be the voting delegate at the AWC Annual Business Meeting in June.

It was moved by Anderl; seconded by Weiker to:

Appoint Councilmembers Weiker and Weinberg, and Mayor Nice as the voting delegates at the AWC 2024 Business Meeting in June.

PASSED: 6-0

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

ABSENT: 1 (Rosenbaum)

AB 6488: Ordinance to Adopt Interim Regulations for Temporary Uses and Structures Including Outdoor Dining

Mayor Nice opened the Public Hearing at 6:03 pm. There were no public comments and Mayor Nice closed the Public Hearing at 6:03 pm.

CPD Director Jeff Thomas provided background information on the proposed interim regulations. Senior Planner Molly McGuire presented the proposed regulations for temporary uses and structures, time limitations, and exemptions.

City Council discussed the proposed ordinance.

It was moved by Anderl; seconded by Reynolds to:

Suspend the City Council Rules of Procedure requiring a second reading of an ordinance.

PASSED: 6-0-1

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

ABSTAIN: 1 (Weinberg)

It was moved by Anderl; seconded by Jacobson to:

Adopt Ordinance 24C-07 adopting interim regulations related to outdoor seating for eating and drinking establishments and temporary uses and structures.

PASSED: 6-0-1

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

ABSTAIN: 1 (Weinberg)

AB 6489: Emergency Ordinance to Adopt Interim Residential Parking Regulations Responsive to SB 6015

Mayor Nice opened the Public Hearing at 6:13 pm. There were no public comments and Mayor Nice closed the Public Hearing at 6:13 pm.

CPD Director Jeff Thomas spoke about background on the proposed emergency ordinance. Planning Manager Ryan Harriman presented the proposed amendments to the residential parking regulations that are in response to SB 6015. He discussed the requirements and impacts of SB 6015 and noted that the Mercer Island City Code would be largely inconsistent with the regulatory mandates without adoption of the emergency ordinance.

City Council discussed the emergency ordinance.

It was moved by Reynolds; seconded by Weiker to:

Adopt emergency Ordinance No. 24C-08 establishing interim zoning measures for residential parking, and a Work Plan in response to SB 6015.

PASSED: 7-0

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

It was moved by Reynolds; seconded by Weiker to:

Amend 19.11.130.A to add the word “which” in front of “shall utilize the residential development” in the new language being proposed.

MOTION TO AMEND PASSED: 7-0

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

MAIN MOTION PASSED AS AMENDED: 7-0

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

AB 6468: 2025-2030 Six-Year Transportation Improvement Program Review and Public Hearing

Mayor Nice opened the Public Hearing at 6:25 pm.

Heather Ring (Mercer Island) spoke about improving pedestrian and bike facilities on Mercerwood Drive by expanding the sidewalk.

Jason Chen (Mercer Island) spoke about traffic safety on 71st Ave SE.

Warren Appleton (Mercer Island) spoke about traffic safety 71st Ave SE.

Diane Edmonds (Mercer Island) spoke about traffic safety 71st Ave SE.

Rowen Lumpkin (Mercer Island) spoke about traffic safety at the intersection at 72nd Ave SE and 29th Street.

Jay Greer (Mercer Island) spoke about improving bicycle infrastructure on Mercer Island.

Mark Clausen (Mercer Island) spoke about the results of the Community Survey related to bicycle infrastructure.

At 6:46 pm, Mayor Nice continued the Public Hearing to June 18, 2024.

Mayor Nice explained that the City Council would be reviewing and discussing the TIP in two parts. He recused himself from the discussion on the Island Crest Way Corridor Project due to a potential conflict of interest

Mayor Nice left the meeting at 6:47 pm.

Public Works Deputy Director Patrick Yamashita presented the Island Crest Way Corridor Project and answered questions from the City Council.

Following the conclusion of the Island Crest Way Corridor Project, Mayor Nice returned to the meeting at 7:09 pm.

Public Works Deputy Director Yamashita discussed the annual update of the Transportation Improvement Program (TIP) by July 1, and an provided an update on 2024 construction projects.

Traffic Engineer Rebecca O'Sullivan spoke about the public comment period, the public outreach, and the schedule for TIP review and adoption. She discussed the program elements and priorities and how projects are selected and prioritized.

Finance Director Matt Mornick presented information about TIP project funding from the Street Fund and that project needs have outpaced resources in the Street Fund. He spoke about closely tracking resources monitoring REET revenue activities.

Street Engineer Ian Powell presented an overview of the 83.5 miles of City maintained roads and discussed how the Pavement Condition Index (PCI) is used to help manage the pavement network. He spoke about the ADA Transition Plan implementation projects, the Mercer Ways Shoulder Improvement Program, and projects that were modified from the last TIP. Street Engineer Powell presented the new projects that have been included in the 2025-2030 TIP including: 76th Ave SE and North Mercer Way overlay, 76th Ave SE .mid-block crossing, SE 27th Street sidewalk improvements, Mercerwood Drive pedestrian improvements, and Island Crest Way crosswalk enhancements.

Public Works Deputy Director Yamashita discussed the next steps for TIP review and adoption.

City Council discussed the 2025-2026 TIP and asked staff to review the following:

- Accelerating the timeline and increasing the scope of work to the 2029-2030 Mercerwood Drive Pedestrian Improvements (90.25.0030) ahead of Gallagher Hill Sidewalk Improvements (90.25.0009);
- Converting 71st Avenue SE on First Hill into a one-way street; and

- The feasibility of installing a rectangular rapid-flashing beacon (RRFB) at the intersection of 72nd Avenue SE and SE 29th Street.

AB 6492: Water Shortage Consumption Reduction Actions

Chief of Operations Jason Kintner spoke about how water is received on Mercer Island from Seattle Public Utilities (SPU) via a primary supply line and a backup supply line. He provided a timeline of the events from early April that have led to the Island receiving water from a smaller backup supply line.

Chief of Operations Kintner spoke about actions that have been taken since the leak was discovered and the repair challenges due to the site including a steep slope and no adjacent roadway. He provided information about the proposed repair of the main supply line and the timeline for the work..

He explained that during the summer months water demand from Mercer Island customers regularly exceeds the amount of water that can be reliably received on the back-up supply line. He noted that when daily water use exceeds the amount of water coming into the City's reservoirs, conservation measures are needed to ensure that fire hydrants have adequate pressure for use during emergencies.

Sustainability Program Analyst Alanna DeRogatis presented the City's Water Shortage Contingency Plan, including the four water shortage response stages (advisory, voluntary, mandatory, and emergency). She provided examples of water conservation efforts and actions and how it will be communicated to the community.

City Council asked questions of staff.

OTHER BUSINESS

Weiker and Jacobson will be absent on July 2.

Planning Schedule

City Manager Jessi Bon spoke about the June 18 and July 2 meeting.

Councilmember Absences and Reports

Deputy Mayor Rosenbaum spoke about the first Farmers Market of the season.

Mayor Nice noted that he attended Friendship Circle last weekend.

Councilmember Weiker spoke about the AWC conference in June.

Councilmember Weinberg spoke about the PSRC General Assembly meeting.

Councilmember Reynolds noted that Moms Against Gun violence will be handing out gun safety locks at an upcoming Farmers Market

Councilmember Jacobson noted he attended a presentation about The Sophia Way shelters.

City Council was in recess from 8:22 pm to 8:29 pm.

EXECUTIVE SESSION

At 8:29 pm, Mayor Nice convened an Executive Session in Room 104 at the Mercer Island Community & Event Center, 8236 SE 24th Street, Mercer Island, WA and via Microsoft Teams.

The Executive Session was to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b) and to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).

Mayor Salim Nice, Deputy Mayor Dave Rosenbaum, and Councilmembers Lisa Anderl, Wendy Weiker, and Ted Weinberg participated in person in the Slater Room Council Chambers. Councilmembers Jake Jacobson and Craig Reynolds attended via MS Teams.

Mayor Nice adjourned the Executive Session at 9:41 pm.

ADJOURNMENT

The Regular Hybrid Council Meeting adjourned at 9:41 pm.

Attest:

Salim Nice, Mayor

Andrea Larson, City Clerk



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

**AB 6482
June 18, 2024
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6482: Aubrey Davis Park Trail Safety Improvements Bid Award	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Award the Aubrey Davis Park Trail Safety Improvements construction contract to Always Active Services LLC and appropriate funds for this project.	

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

AMOUNT OF EXPENDITURE	\$ 642,688
AMOUNT BUDGETED	\$ 385,000
APPROPRIATION REQUIRED	\$ 257,688

EXECUTIVE SUMMARY

The purpose of this agenda bill is to award a public works construction contract for improvements on the Mountains to Sound Greenway Trail between 60th Avenue SE and 76th Avenue SE located within Aubrey Davis Park near Feroglia Field (Exhibit 1).

- This project will install pavement markings and advisory signs on areas of the trail prone to congestion, construct a new concrete trail surface by the restroom building, install a new light pole under the 72nd Avenue overpass, and install minor landscaping.
- An extensive public process began in 2022, facilitated by the Parks and Recreation Commission (PRC). The PRC made its final recommendation on the 30% design to City Council on June 6, 2023 ([AB 6265](#)). The City Council accepted the design recommendation and authorized the City Manager to finalize the design and advertise the project for construction bids.
- The total project cost is estimated at \$642,688, inclusive of design, the public process (which was extended), and construction costs.
- This project is included in the 2023-2024 Biennial Budget and Capital Improvement Program (CIP) (PA0109) with a total budget of \$385,000, of which \$375,000 was funded by a Washington State Department of Commerce grant.

- Four bids were received. The lowest responsive and responsible bid is \$447,701.83.
- An appropriation of \$257,688 is needed to fully fund the project.
- Construction is scheduled to begin in July and will be complete in October 2024.

BACKGROUND

On December 3, 2019, the City Council adopted the [Aubrey Davis Park Master Plan](#), which identified the need for traffic calming measures and wayfinding signs on the Mountains to Sound Greenway Trail through the park. The City Council also directed the City Manager and the Parks and Recreation Commission (PRC) to develop a scope of work for a grant from the Washington State Department of Commerce for trail improvements ([AB 5629](#)).

The PRC provided its scope of work recommendation to City Council on March 2, 2021 ([AB 5819](#)). The City Council approved the recommendation and directed staff to facilitate a public input process with the PRC and make a recommendation on design. The PRC considered public input and developed a 30% design recommendation at the following PRC meetings:

- April 7, 2022: PRC reviewed public input and gave feedback on design.
- June 2, 2022: PRC joint meeting with Arts Council that reviewed art opportunities for the project.
- July 7, 2022: Consultant identified consensus elements and outstanding issues.
- September 1, 2022: PRC reviewed design revisions and transmittal memo.
- October 6, 2022: Staff recommended postponing the design discussion to consider Washington State Department of Transportation (WSDOT) comments.
- January 5, 2023: Staff presented the roundabout design. PRC requested a meeting with WSDOT.
- March 2, 2023: WSDOT presented, and PRC selected Option 3 (no roundabout) for the 72nd Avenue intersection.
- May 4, 2023: PRC approved the design recommendation and the transmittal memo.

The PRC made its recommendation on the 30% design to City Council on June 6, 2023 ([AB 6265](#)). The City Council accepted the design recommendation and authorized the City Manager to finalize the design and advertise the project for construction bids.

Design work was completed in March 2024 and the project was advertised for bids in April. The City received and opened contractor bids on May 7, 2024, and the project is now ready for contract award.

ISSUE/DISCUSSION

PROJECT DESCRIPTION

The Aubrey Davis Park Trail Safety Improvements Project (PA0109) consists of limited improvements on the section of the Mountains to Sound Greenway Trail between 60th Avenue SE and 76th Avenue SE. The construction project includes the following scope of work:

- At trail intersections and other congestion areas, pedestrian and bicycle traffic calming measures, including advisory signs and pavement markings will be installed. Wayfinding signage will also be installed to orient trail users and cyclists on routes through the Park. In the section of the trail near the restroom building and Feroglia Field, existing asphalt paving will be removed and replaced with new colored concrete pavement to highlight this high-traffic area.

- At the trail intersection underneath the 72nd Avenue overpass, a new light pole and its associated conduit and wiring will be installed to enhance the intersection's visibility during low-light conditions.
 - The landscaped areas between the parking lot and Feroglia Field will be replanted and new fencing will be installed to direct pedestrians to cross the trail at specific locations.
- Visibility and lines-of-sight on several sections of trail will be improved by cutting back encroaching vegetation and installing a gravel/topsoil shoulder that will support low-growing vegetation.

BID RESULTS

Four construction bids were received on May 7, 2024, and the bid amounts are shown in the table below.

AUBREY DAVIS PARK TRAIL SAFETY IMPROVEMENTS BID SUMMARY	
COMPANY NAME	BID AMOUNT + 10.2% SALES TAX
Zenisco, Inc.	\$418,715.92
Always Active Services LLC	\$447,701.83
Apcon Tech, Inc.	\$484,893.22
Core Infrastructure Services LLC	\$563,656.58
Engineer’s Estimate	\$420,000.00

The low bidder, Zenisco, Inc., was determined to be a non-responsible bidder due to insufficient experience with similar transportation and public works projects. Staff recommend awarding the bid to Always Active Services LLC, which has demonstrated experience with transportation and public works projects of a similar scope and size.

A review of the Labor and Industries (L&I) website confirms Always Active Services LLC is a contractor in good standing with no license violations, outstanding lawsuits, or L&I tax debt. Based on review of Always Active Services LLC’s bid submittal and reference checks, staff has determined that Always Active Services LLC is the lowest responsive and responsible bidder for this project and staff recommend awarding the Aubrey Davis Park Trail Safety Improvements construction contract to Always Active Services LLC.

PROJECT BUDGET

The 2023-2024 Aubrey Davis Park Trail Safety Improvements project budget is \$385,000. The 30% design process was extended in late 2022 and early 2023 to solicit additional public engagement, to address concerns raised by WSDOT and the PRC, and to perform an analysis for the trail intersection under the 72nd Avenue overpass. These tasks increased design costs and added improvement elements to the project.

The Aubrey Davis Park Trail Safety Improvements construction bid price is \$447,701.83. Adding amounts for design services, construction contingency, construction inspection, project management, WSDOT reviews, and materials brings the total estimated cost to \$642,688, which is \$257,688 more than the available remaining budget. Project costs are summarized in the table on the following page.

AUBREY DAVIS PARK TRAIL SAFETY IMPROVEMENTS PROJECT BUDGET	
DESCRIPTION	TOTAL
Total Construction Contract Award to Always Active Services LLC	\$406,263
10.2% WSST	\$41,438
Construction Contingency @ 5%	\$22,385
Construction Support Services & Inspection	\$43,620
Project Management/In-House Staff Support	\$18,200
Design Services	\$88,440
WSDOT Review	\$9,591
Materials (pre-order fencing and plants to be installed by contractor)	\$12,750
Total Estimated Project Cost	\$642,688
Total 2023-2024 Budget Available for Project PA0109	\$385,000
Budget Remaining	-\$257,688
Budget Appropriation Needed	\$257,688

To complete the Aubrey Davis Park Trail Safety Improvements project as described above, an appropriation of \$257,688 is requested. Staff propose a two-part solution to support the requested appropriation.

First, staff recommend utilizing unspent Department of Commerce grant funds originally allocated to the project in the 2021-2022 biennium. These funds, totaling \$23,353, remain available through the grant program. Second, there are three other capital improvement projects within Aubrey Davis Park that have funds available. The Aubrey Davis Park Vegetation Management project (PA0111) was carried forward from the 2021-2022 budget to complete the landscape portion of this project. The Aubrey Davis Park Trail Pavement Renovation (PA0140) and Aubrey Davis Park Intersection and Crossing Improvement projects (PA0148) focus on improvements similar to the Trail Safety Improvements project.

By strategically coordinating efforts, a portion of these funds will be reallocated to the Trail Safety Improvements project, fully funding the project. Importantly, both PA0111 and PA0140 are still expected to be completed this year and within budget after the recommended reallocation of project funds.

The components of the recommended appropriation are as follows:

FUNDING SOURCE	BUDGET AVAILABLE
Department of Commerce Grant	\$23,353
PA0111 – Aubrey Davis Park Vegetation Management	\$57,148
PA0140 – Aubrey Davis Trail Pavement Renovation	\$80,000
PA0148 – Aubrey Davis Intersection & Crossing Improvements	\$97,187
TOTAL BUDGET AVAILABLE	\$257,688

NEXT STEPS

Construction on the Aubrey Davis Park Trail Safety Improvements project is expected to start in July 2024. Most of the trail work will occur in August and September, with completion anticipated in October 2024.

Trail detour information and construction progress updates will be posted to the project's Let's Talk page at <https://letstalk.mercergov.org/adtrail>.

RECOMMENDED ACTION

Award the Aubrey Davis Park Trail Safety Improvements project to Always Active Services LLC; authorize the City Manager to execute a contract with Always Active Services LLC in an amount not to exceed \$447,701.83; appropriate \$257,688 from the Department of Commerce Grant and the Capital Improvement Fund for the Aubrey Davis Park Trail Safety Improvements project; setting the Aubrey Davis Park Trail Safety Improvements total project budget at \$642,688.

AUBREY DAVIS PARK TRAIL SAFETY IMPROVEMENTS PROJECT LIMITS



67 Project Limits

Property Line

Park

Lake Washington

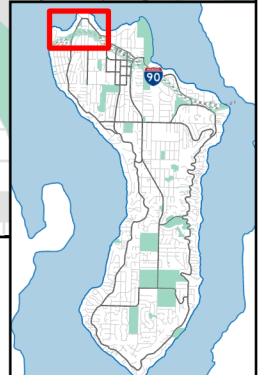
Streets

I-90



Map Date: 6/4/2024

2023CIPTemplate.aprxLayout/Map: AB482





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

**AB 6496
June 18, 2024
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6496: 2024 Arterial and Residential Street Overlays Project Bid Award	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Award the 2024 Arterial and Residential Street Overlays construction contract to Lakeridge Paving Company, LLC.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Patrick Yamashita, Deputy Public Works Director Clint Morris, Capital Division Manager Ian Powell, Street Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ 1,187,247
AMOUNT BUDGETED	\$ 1,194,519
APPROPRIATION REQUIRED	\$ 0

EXECUTIVE SUMMARY

The purpose of this agenda bill is to award a public works construction contract for the repaving of aging arterial and residential streets.

- This project combines the Residential Street Resurfacing (SP0100), Arterial Street Preservation (SP0101), and North Mercer Way Overlay (SP0104) projects together into one hot mix asphalt (HMA) paving contract.
- Three contractor bids were received. The lowest responsive and responsible bid totaled \$970,866.
- This project is included in the 2023-2024 Biennial Budget and Capital Improvement Program (CIP) and is funded by the Street Fund.
- Construction will occur this summer (July – October 2024).

BACKGROUND

The 2024 Arterial and Residential Street Overlays project combines three separate Transportation Improvement Program (TIP) projects into one large asphalt-related public works contract for construction this

summer. The separate projects are Residential Street Resurfacing (SP0100), Arterial Street Preservation (SP0101) and North Mercer Way Overlay (SP0104).

The City plans arterial street resurfacing on a 25-to-30-year cycle, and residential streets on a 35-to 40-year cycle. Every three years the City collects pavement condition data to create a Pavement Condition Index (PCI) score for each of the over 700 segments of pavement within the City's 83.5-mile public road network. This rating process results in a numerical score between 100 and 0, bracketed into six condition ranges: Good (PCI 100-86), Satisfactory (85-71), Fair (70-56), Poor (55-41), Very Poor (40-26), and Failed (25-0).

Along with PCI data staff schedules resurfacing work to follow underground utility work. Completing any underground utility work ahead of the resurfacing helps prevent future disturbances to the new paving, helping increase the life of the new street.

The Arterial Street Preservation Program extends the life of arterial streets proactively, by repairing isolated pavement failure areas through crack sealing, square cut patching, and grinding and repaving of full-lane width segments. Work also includes replacing failing patches around utility castings within the roadway. Roadways are selected for resurfacing based primarily upon pavement condition.

Design on this project began in January of 2024. Final plans, specifications, and cost estimates were completed in early May and the project was then advertised for bids. Three contractor bids were received, and the construction contract is ready to award.

ISSUE/DISCUSSION

PROJECT DESCRIPTION

This project has been divided into three schedules of work, as described below. Refer to Exhibit 1 for locations.

Schedule A resurfaces 0.5 miles of the North Mercer Way arterial roadway with a HMA overlay from Roanoke Way to 7500 North Mercer Way. This roadway was last repaved in 1994 and its 2022 PCI ratings are in the Fair and low Satisfactory ranges. This section of North Mercer Way was recently impacted by construction of water system improvements.

The scope of work includes pavement repairs, repaving the roadway and adjacent eastbound pedestrian shoulder with HMA, and installing crushed rock along the shoulders. After repaving, new pavement markings will be applied, and utility castings will be adjusted to the grade of the new pavement. The engineer's estimated construction cost for Schedule A was \$427,857.

Schedule B repairs and resurfaces approximately 0.3 miles of residential streets in the Island Point neighborhood at the south end of the Island, consisting of SE 82nd Street, SE 83rd Street, and 84th Avenue SE. These roadways were originally built in the 1960s and the 2022 PCI ratings for these streets are in the Very Poor range.

The scope of work for Island Point includes removing most of the existing pavement, regrading the gravel base, and repaving with HMA. After repaving, new pavement markings will be applied, utility castings will be adjusted to the grade of the new pavement, and disturbed shoulder and landscaped areas will be restored. The engineer's estimated construction cost for Schedule B was \$482,681.

Schedule C is arterial preservation work within the Town Center and along West Mercer Way. This work involves “grind and overlay” pavement repair areas and adjustment and patching of existing utilities. The engineer’s estimated construction cost for this work was \$70,115.

At the completion of design, the engineer’s estimate for construction of the three schedules of work was estimated to be \$980,653.

BID RESULTS

Three construction bids were received on May 30, 2024. The lowest bid was from Lakeridge Paving Company, LLC for \$970,866, which is approximately 1% below the engineer’s estimate. The following table shows the bid results.

2024 ARTERIAL AND RESIDENTIAL STREET OVERLAYS CONSTRUCTION BID RESULTS				
COMPANY NAME	SCHEDULE A NORTH MERCER WAY OVERLAY	SCHEDULE B ISLAND POINT OVERLAY	SCHEDULE C ARTERIAL PRESERVATION	TOTAL BID AMOUNT
Lakeridge Paving	\$407,569	\$481,896	\$81,401	\$970,866
Lakeside Industries	\$491,413	\$510,641	\$95,930	\$1,097,984
Icon Materials	\$469,703	\$518,708	\$135,701	\$1,124,112
Engineer's Estimate:	\$427,857	\$482,681	\$70,115	\$980,653

The apparent low bidder, Lakeridge Paving Company, LLC from Covington, has successfully completed numerous paving projects for the nearby cities of Bellevue, Redmond, and Issaquah in recent years. Lakeridge Paving also successfully completed arterial and residential street paving projects for the City of Mercer Island in 2016 and 2017.

A review of the Labor and Industries (L&I) website confirms Lakeridge Paving Company is a contractor in good standing with no license violations, outstanding lawsuits, or L&I tax debt. Based on review of Lakeridge Paving Company’s bid submittal and reference checks, staff has determined that Lakeridge Paving Company is the lowest responsive bidder for this project and staff recommends awarding the 2024 Arterial and Residential Street Overlays project to Lakeridge Paving Company, LLC.

PROJECT BUDGET

Adding amounts for construction contingency, design, construction inspection, and project management brings the total estimated project cost to \$1,187,247. The available budget for this project totals \$1,194,519, and it is the combination of the Residential Street Resurfacing (SP0100), Arterial Preservation Program (SP0101), and North Mercer Way Overlay (SP0104) budgets. Project costs and budget are summarized in the table on the following page. At the completion of the project, any remaining budget will stay in the Street Fund.

2024 ARTERIAL AND RESIDENTIAL STREET OVERLAYS				
PROJECT BUDGET				
Description	Schedule A North Mercer Way Overlay	Schedule B Island Point Overlay	Schedule C Arterial Preservation	TOTAL
Construction Contract				
Schedule A – North Mercer Way Overlay	\$407,569			\$407,569
Schedule B – Island Point Overlay		\$481,896		\$481,896
Schedule C – Arterial Preservation			\$81,401	\$81,401
Construction Contract Subtotal	\$407,569	\$481,896	\$81,401	\$970,866
Construction Contingency @ 7%	\$28,530	\$33,734	\$5,698	\$67,962
Project Design - Consultant	\$25,355	\$20,855	\$4,500	\$50,710
Construction Inspection	\$15,000	\$20,000	\$4,000	\$39,000
Contract Admin/Project Management	\$20,000	\$25,000	\$4,000	\$49,000
1% for the Arts	\$4,076	\$4,819	\$814	\$9,709
Total Project Cost	\$500,530	\$586,304	\$100,413	\$1,187,247
2023 - 2024 Budget Resources				
North Mercer Way Overlay	\$616,000			\$616,000
Residential Street Resurfacing		\$1,820,000		\$1,820,000
Budget spent on 2023 Residential Street Overlays		-\$1,346,557		-\$1,346,557
Arterial Preservation			\$152,000	\$152,000
Budget spent on 2023 Arterial Preservation			-\$46,924	-\$46,924
Total Budget Available for Project	\$616,000	\$473,443	\$105,076	\$1,194,519
Budget Remaining	\$115,470	-\$112,861	\$4,663	\$7,272

NEXT STEPS

Minor water and storm drainage repairs and improvements within Schedules A and B are being performed under a separate small public works contract and funded through the Water and Storm Water Utilities. That work is scheduled to occur in June and July, prior to the street paving work.

Construction activities on the 2024 Arterial and Residential Street Overlays contract are tentatively scheduled to begin in mid-July with most road construction taking place through August. The entire construction contract is required to be complete by the beginning of October.

RECOMMENDED ACTION

Award Schedules A, B, and C of the 2024 Arterial and Residential Street Overlays project to Lakeridge Paving Company, LLC, a Washington-based company, and authorize the City Manager to execute a contract with Lakeridge Paving Company, LLC in an amount not to exceed \$970,866 and set the total project budget at \$1,187,247.

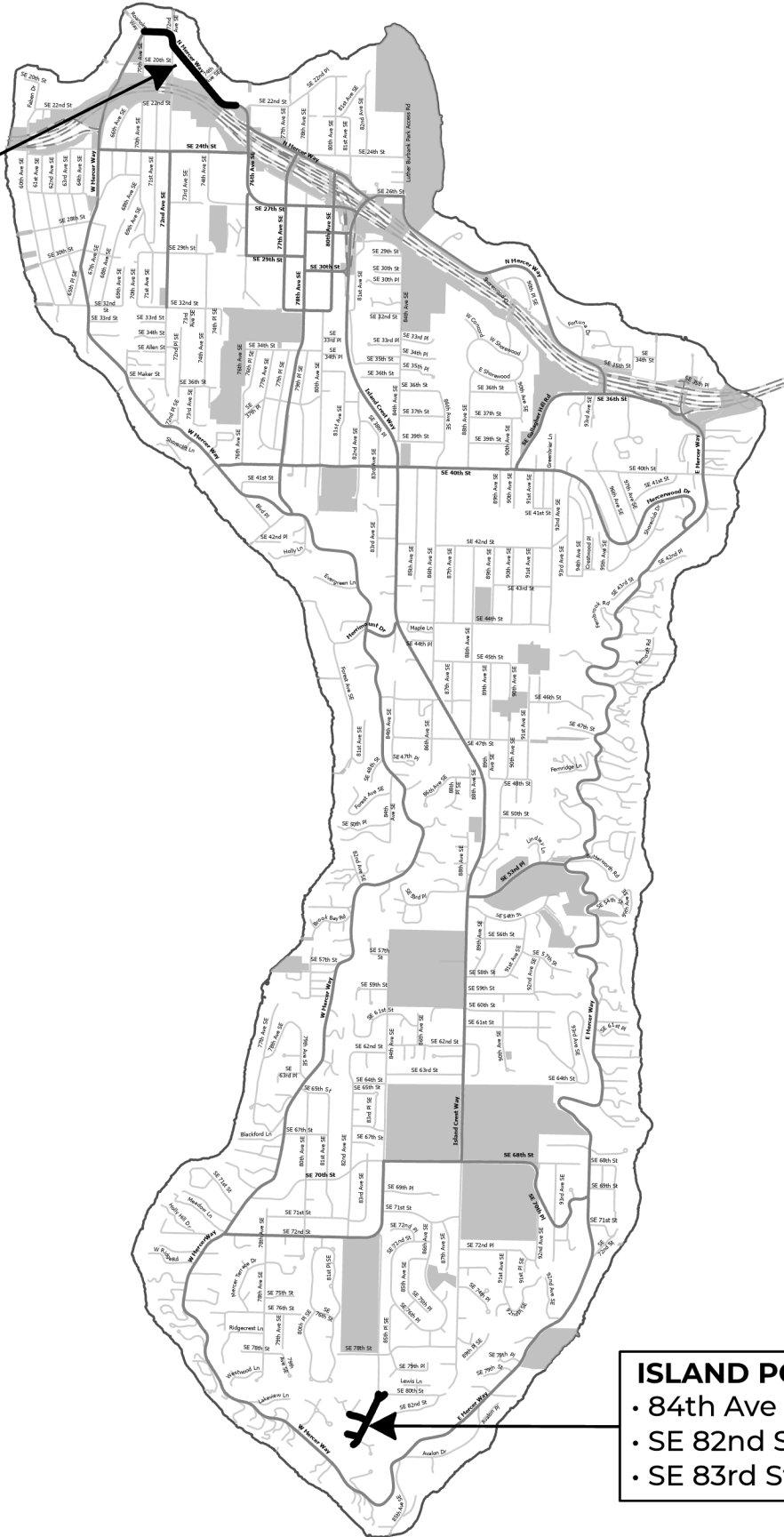


CITY OF MERCER ISLAND

2024 ARTERIAL AND RESIDENTIAL STREET OVERLAY LOCATIONS

Item 7.

N Mercer Way
from 7500 Blk
to Roanoke Way



ISLAND POINT

- 84th Ave SE
- SE 82nd St to the west
- SE 83rd St to the west



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

**AB 6497
June 18, 2024
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6497: Highway Safety Improvement Program Grant for Traffic Signal Safety Improvements – Authority for Billing	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1661, delegating the City Manager to request federal reimbursements for the construction of the Traffic Signal Safety Improvements Project.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Patrick Yamashita, City Engineer/Deputy Director Elayne Grueber, Utilities Engineer Rebecca O’Sullivan, Transportation Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Resolution No. 1661 2. Project Vicinity Map
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

AMOUNT OF EXPENDITURE	\$ 185,000
AMOUNT BUDGETED	\$ 185,000
APPROPRIATION REQUIRED	\$0

EXECUTIVE SUMMARY

The purpose of this agenda bill is to adopt Resolution No. 1661 (Exhibit 1) to meet the federal grant requirements (2 CFR 200) and delegate signing authority to the City Manager for reimbursement requests from the Washington State Department of Transportation (WSDOT) for the Traffic Signal Safety Improvements project grant funding.

- In September 2022, Mercer Island was selected to receive funding through the Federal Highway Safety Improvement Program to fund the Traffic Signal Safety Improvements Project (SP0137). This \$185,000 Federal grant will be administered locally through WSDOT.
- In December 2022, the City Council approved the 2023-2024 Capital Improvement Program, including the Traffic Signal Safety Improvements Project, which will address safety issues at certain signalized intersections.
- On June 6, 2023, the City Council adopted the Six-Year Transportation Improvement Program (TIP) for 2024-2029 ([AB 6278](#)) which included the 2024 Traffic Signal Safety Improvements Project.

- On September 19, 2023, the City Council approved [Resolution No. 1649 \(AB 6339\)](#), authorizing the City Manager to execute the grant agreements with WSDOT and proceed with the Traffic Signal Safety Improvements Project.
- On March 29, 2024, WSDOT authorized the funds for the Traffic Signal Safety Improvements Project.

BACKGROUND

In 2022, the City applied for and was awarded a Highway Safety Improvement Program grant through WSDOT. This is a federal grant program, administered locally by WSDOT. The grant award of \$185,000 will fund the construction of the City's Traffic Signal Safety Improvements Project (SP0137) at four signalized intersections (see Exhibit 2):

1. SE 27th Street / 77th Avenue SE
2. SE 27th Street / 78th Avenue SE
3. SE 40th Street / Island Crest Way
4. SE 40th Street / 86th Avenue SE

These intersections were prioritized based on analysis of historical collision data. Proposed improvements to these signals include flashing yellow turn arrows (where applicable), reflective backplates, leading pedestrian interval timing, and ADA push button replacement. The ADA push buttons were identified as non-compliant as part of the Mercer Island [ADA Transition Plan](#) in 2022. This project is included in the City's 2024-2029 TIP, adopted on June 6, 2023.

Design work on the project was completed in 2023, at a cost of \$23,996.65. The design portion of the project is not covered by the grant and is being paid for by Traffic Safety and Operation Improvements (SP0122), within the current CIP budget.

On September 19, 2023, the City Council approved [Resolution No. 1649](#), which authorized the City to work with WSDOT to complete and receive approval on required grant paperwork including the Federal Aid Project Prospectus and Estimate, Local Agency Agreement, and National Environmental Policy Act (NEPA) Categorical Exclusions.

On March 29, 2024, all required grant paperwork was approved and WSDOT issued funding authorization. The final step in the grant funding process before the construction phase can start is to provide WSDOT with the resolution requested herein.

ISSUE/DISCUSSION

Pursuant to Title 2 of the Code of Federal Regulations, also known as 2 CFR 200, the City must legally authorize the City Manager to sign the grant reimbursement requests. The purpose of 2 CFR 200 is to streamline guidance, reduce the administrative burden on award recipients, and guard against waste, fraud, and abuse of federal funds. WSDOT requires the City to submit a resolution (Exhibit 1) meeting the requirements of 2 CFR 200 with the first request for reimbursement.

NEXT STEPS

Upon approval by the City Council, staff invoice WSDOT for reimbursement of the project's construction expenses. Construction is expected to occur in summer and fall of 2024.

RECOMMENDED ACTION

Approve Resolution No. 1661, delegating the City Manager, or their designee, the authority to legally bind the City of Mercer Island for the sole purpose of requesting federal reimbursement for the construction of the Traffic Signal Safety Improvements project pursuant to the requirements of 2 CFR 200.

**CITY OF MERCER ISLAND
RESOLUTION NO. 1661**

**A RESOLUTION OF THE CITY OF MERCER ISLAND, WASHINGTON
DELEGATING TO THE CITY MANAGER THE AUTHORITY TO LEGALLY BIND
THE CITY OF MERCER ISLAND, KING COUNTY, WASHINGTON THE SOLE
PURPOSE OF REQUESTING FEDERAL REIMBURSEMENT FOR THE
TRAFFIC SIGNAL SAFETY IMPROVEMENTS PROJECT.**

WHEREAS, The Traffic Signals Safety Improvements project is one of the safety projects identified and included in the adopted 2024-2029 Six-Year TIP to install flashing yellow arrows, accessible pedestrian push buttons, and reflective backplates for safety and operational improvements at four City-owned traffic signals; and

WHEREAS, The City Manager, or their designee, has been duly appointed by the City Council of the City of Mercer Island, which includes management of City projects; and,

WHEREAS, The Federal Highway Administration, through the State authorizes federal transportation funding to the City of Mercer Island, King County for transportation projects; and,

WHEREAS, The Code of Federal Regulations, 2 CFR 200.415(a) has been revised to ensure that final fiscal reports or vouchers requesting payment under Federal agreements must include a certification, signed by an official who is authorized to legally bind the non-Federal Agency; and,

WHEREAS, The City Council of the City of Mercer Island executes Federal grant funding agreements and supplemental agreements; and,

WHEREAS, In order to seek timely reimbursement for proper expenditures related to the Federally funded grant projects, the City Council of the City of Mercer Island delegates to the person appointed as the City Manager, or their designee, the authority to legally bind the City of Mercer Island, King County, solely for the purpose of requesting Federal Grant reimbursement;

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of Mercer Island that for the purposes of requesting reimbursement for Federally funded transportation projects, the City Manager, or their designee, shall be delegated authority per 2 CFR 200.415(a) to legally bind the City of Mercer Island, King County, in furtherance of the intent of this resolution; and,

BE IT FURTHER RESOLVED, By the City of Mercer Island that the person duly appointed as the City Manager, or their designee, shall be authorized to sign all grant reimbursement vouchers for grant funded transportation projects on behalf of the City of Mercer Island.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON JUNE 18, 2024.

CITY OF MERCER ISLAND

Salim Nice, Mayor

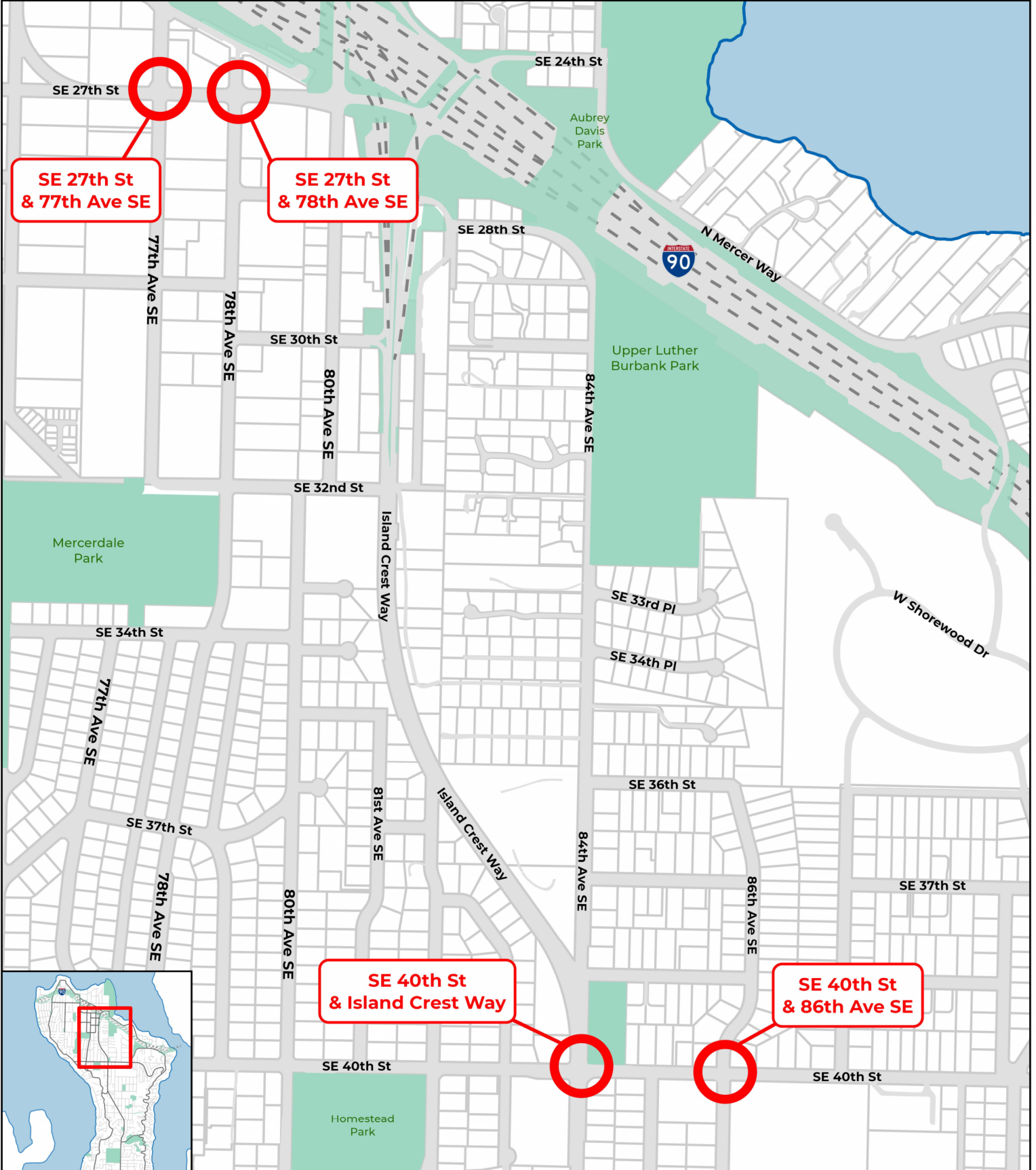
ATTEST:

Andrea Larson, City Clerk

2 CFR 200.415(a):

“By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).”

TRAFFIC SIGNAL SAFETY IMPROVEMENTS

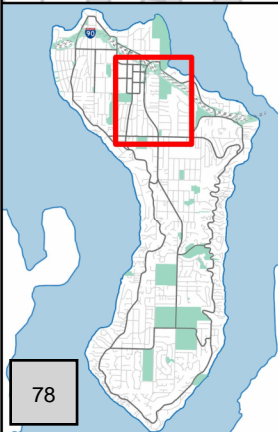


SE 27th St & 77th Ave SE

SE 27th St & 78th Ave SE

SE 40th St & Island Crest Way

SE 40th St & 86th Ave SE



- Project Areas
- Roads
- I-90
- Parcels
- Parks

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



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

**AB 6501
June 18, 2024
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6501: Recreation Sponsorship Policy – Anti-Discrimination Language	<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 addition of section 6.0 Anti-Discrimination to the Recreation Sponsorship Policy.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Ryan Daly, Recreation Manager
COUNCIL LIAISON:	Craig Reynolds
EXHIBITS:	1. Recreation Sponsorship Policy (Redline addition)
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 revise the Recreation Sponsorship Policy.

- On March 5, 2024, the City Council reviewed and adopted the Recreation Sponsorship Policy ([AB 6427](#)).
- Following the adoption of the policy, the City Council directed the City Manager to review the Recreation Sponsorship Policy (Exhibit 1) and to incorporate anti-discrimination language into the policy.

BACKGROUND

The City of Mercer Island currently provides sponsorship opportunities for several City-coordinated events and programs, including [Summer Celebration](#) and [Mostly Music in the Park](#). These sponsorship opportunities are typically promoted as specific packages, set to differing monetary tiers. Historically these opportunities were provided without a formal policy.

The Recreation Sponsorship Policy (Exhibit 1) was recommended by the Parks and Recreation Commission, and received approval by the City Council on March 5, 2024 ([AB 6427](#)). The City Council also directed the City Manager to review the Recreation Sponsorship Policy that was adopted for the addition of anti-discrimination language.

ISSUE/DISCUSSION

The following section and language have been developed for insertion into the Recreation Sponsorship Policy at the direction of the City Council:

- 6.0 Anti-Discrimination
All federal and state anti-discrimination laws and regulations shall apply to this policy.

This additional section and language are shown in redline format within Exhibit 1.

NEXT STEPS

Once approved, staff will finalize the Recreation Sponsorship Policy with the addition of section 6.0 Anti-Discrimination and publish to the Parks and Recreation website for public viewability.

RECOMMENDED ACTION

Approve the addition of section 6.0 Anti-Discrimination to the Recreation Sponsorship Policy as shown in Exhibit 1 to this Agenda Bill.

Mercer Island Policy and Procedure
Recreation Sponsorship Policy



Effective Date:	Last Updated: N/A	Approved By: Jessi Bon, City Manager Endorsed By: Parks and Recreation Commission 1/4/2024 Approved By: City Council 3/5/2024
Code and Statutory Authority: 3.53.020	Related Polices: N/A	

Purpose

This policy establishes parameters for reviewing and accepting sponsorships to support City of Mercer Island recreational events, programs, and services.

Definitions

City: The City of Mercer Island (and any of its staff, elected and/or appointed officials, or volunteers where and to the extent applicable).

Sponsor: An individual or individuals, corporation, partnership, governmental entity, business entity, or organization that provides funds, goods, or services to the City in exchange for recognition, acknowledgement, or other promotional considerations or benefits with respect to a City coordinated program, event, or service.

Sponsorship: The provision by a sponsor of funds, goods, or services to the City in exchange for recognition, acknowledgement, or other promotional considerations or benefits with respect to a City coordinated program, event, or service. Sponsorships are distinct from donations, as that term is used under MICC Ch. 2.50.

Sponsorship Agreement: A contract between the City and a sponsor establishing the terms and conditions agreed upon by the City and the sponsor with respect to the sponsorship.

Policy

1.0 General Policy

The City of Mercer Island solicits and accepts certain sponsorships to support funding of City coordinated events, programs, and services based on the terms and criteria provided below.

2.0 Authority to Accept or Reject Sponsorships

The City retains the right to refuse any offers of sponsorship. The City Manager (or designee) is responsible for determining which City events, programs, and services are suitable for sponsorship and for reviewing, accepting, or rejecting sponsorship proposals.

3.0 Sponsorship Selection Criteria

The following criteria will be used by the City to evaluate sponsorship proposals. The City may establish additional criteria or requirements depending on the event, program, or service.

- a. Consistency of the prospective sponsor's products, customers, and promotional goals with the program, event, or service, and the City's values and service priorities.
- b. Historical participation as a sponsor in City programs, events, or services.
- c. Timeliness or readiness of the prospective sponsor to enter into a Sponsorship Agreement.
- d. Promotional considerations provided to the prospective sponsor relative to the community benefit of the sponsorship.
- e. The operating and maintenance costs associated with the proposed sponsorship (if any).
- f. The degree of support from other City departments needed to evaluate and implement the terms of the Sponsorship Agreement.
- g. The prospective sponsor's record of past involvement in community and City projects

4.0 Disqualifying Criteria

Sponsorship proposals that feature any of the following will be rejected:

- a. Prospective sponsors whose business is substantially derived from gambling or sexually oriented services or products, or the manufacture or sale of tobacco, marijuana, weapons, or firearms.
- b. Prospective sponsors that, if associated with the City, may create the appearance that the City supports a particular religious or political point of view.
- c. Prospective sponsors having present or pending business agreements, permit approvals, or other associations with the City, if a Sponsorship Agreement would have an appearance of impropriety.
- d. Prospective sponsors that propose conditions that are inconsistent with the City's mission, values, policies, or planning documents.
- e. Profanity, obscenity, or hate speech.
- f. Prospective Sponsorship(s) that promote tobacco products, alcohol, marijuana, gambling, sexually related products or services, the sales or manufacturing of firearms or weapons, or products or services that are contrary to the interest of public health, safety, or welfare.

- g. Other factors that might affect or undermine the public trust or public confidence in the City's impartiality or interfere with the efficient delivery of City services or operations, including, but not limited to, the existence of, or possibility for, conflicts of interest between the sponsor and the City; the potential for the sponsorship to tarnish the City's reputation or standing among its citizens, or the potential to otherwise impair the ability of City to govern its citizens, or distract the City and its officers and employees from its mission.
- h. Any other reason that a proposed sponsorship is inconsistent with the City's best interests as determined by the City Manager in their sole discretion.

5.0 Requirements and Priority for Sponsorship Acceptance

- a. An executed Sponsorship Agreement between the sponsor and City is required prior to the commencement of any sponsorship.
- b. All recognition, advertising, and marketing materials in association with the sponsorship (including type, location, size, design, content and duration or display) are subject to approval by the City and must be compliant with all regulations by City ordinance and other City policies.
- c. If multiple potential sponsors desire to sponsor the same program, event, or service, those operating within the City of Mercer Island shall have priority over non-local potential sponsors.

6.0 Anti-Discrimination

All federal and state anti-discrimination laws and regulations shall apply to this policy.



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

**AB 6495
June 18, 2024
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6495: City Manager Annual Performance Review	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Accept the City Manager's annual performance review from June 2023 through May 2024.	

DEPARTMENT:	City Council
STAFF:	Mayor Salim Nice
COUNCIL LIAISON:	n/a
EXHIBITS:	1. City Manager Jessi Bon's Performance Review Letter
CITY COUNCIL PRIORITY:	n/a

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

ISSUE/DISCUSSION

In May and June 2024, Mayor Salim Nice lead the performance evaluation process for City Manager Jessi Bon for the period of June 2023 through May 2024, fulfilling obligations in her employment contract, which provides in relevant part as follows:

1. PERFORMANCE REVIEW & EVALUATION

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

The City Manager's performance review letter, attached as Exhibit 1, is the result of the feedback provided by the City Council.

The Council is awarding City Manager Bon with two awards for \$2,500 each through the City's Employee Recognition Program. The Program is designed to award employees for excellent performance and includes awards ranging from \$25 gift cards up to \$2,500 monetary awards.

RECOMMENDED ACTION

Accept City Manager Jessi Bon's performance review and award \$5,000 through the Employee Recognition Program for her work from June 2023 through May 2024.



June 18, 2024

Ms. Jessi Bon
City Manager
City of Mercer Island
9611 S.E. 36th Street
Mercer Island, WA 98040

RE: Annual Performance Review by the Mercer Island City Council (June 2023-May 2024)

Dear Jessi,

On behalf of the Mercer Island City Council, it's my pleasure and privilege to present to you your annual performance review. This letter not only acknowledges your remarkable leadership and achievements over the past year but also reflects our heartfelt appreciation for your dedication and strategic insights that have profoundly benefited our community.

Exceptional Leadership Amidst Facility Challenges

Your response to the discovery of asbestos in City Hall was a display of exemplary leadership. Addressing the problem directly, you initiated comprehensive environmental monitoring and assessments, developing detailed cost estimates for remediation. The comprehensive environmental assessment, along with seismic assessments of the buildings, provided the basis for the council to consider a new combined Public Safety and Maintenance Building. This decision not only addresses the immediate issue but also replaces two facilities that are at the end of their lifecycle. Your initiative clearly reflects your deep commitment to the well-being of city employees, your grasp of government priorities, and a keen understanding of the broader desires of the Mercer Island community.

The closure of City Hall and the resulting displacement of staff and disruption to the Police Department presented a significant challenge. However, your visionary approach in charting a course for a new facility while effectively triaging current facility needs was both forward-looking and indicative of your strategic foresight. This new building will be designed to meet the specific needs of our police and public works teams, highlighting

your prioritization of community welfare and your ability to navigate through complex situations with determination.

Effective Advocacy and Legislative Achievements

Your pivotal role during the 2024 State Legislative Session was instrumental in championing Mercer Island’s interests. Through effective collaboration with city staff, lobbyists, and state lawmakers, you ensured that our city's perspectives were prominently advocated for, particularly in key areas such as behavioral health, housing (especially affordable housing), public safety, and environmental conservation. Additionally, the City was successful in securing \$3.5 million in grant funding for waterfront improvements at Luther Burbank Park.

Leadership Across Varied Initiatives

Your stewardship has been critical in advancing a wide range of city initiatives, improving public works, community engagement, public safety, and operational efficiency. Noteworthy accomplishments include:

- **Regional Fire Services Agreement:** The City completed a months-long effort to shift fire and EMS operations to a regional fire services model with Eastside Fire & Rescue.
- **Bike Skills Area Opening:** The new Bike Skills Area at Deane’s Children’s Park opened on November 15, the culmination of a multi-year effort to relocate this popular amenity. Extensive community engagement and the dedication of City staff, contractors, and volunteers resulted in a safe and fun facility for bike riders to enjoy.
- **YFS Fentanyl Awareness Programming:** YFS staff held a presentation with the DEA at the community center covering fentanyl dangers. More than 150 community members attended the DEA’s “one pill can kill” presentation on current risks involving the illicit fentanyl marketplace.
- **Mercer Island Thrift Shop Progress:** MITS exceeded its goal of increasing revenue by 10% in 2023, ending at nearly 16% growth overall. They leaned into growing volunteers in the production roles of the shop, seeing a 26.2% increase in production hours in 2023.
- **High Visibility Police Investigation:** MIPD began working a missing persons case, which quickly transitioned to a kidnapping case and then into a homicide case. The case was exceptionally complicated with few leads and many unusual fact patterns to investigate. Detectives’ fast work led to the suspects being in custody in less than three weeks, bringing closure to the victim’s family.
- **Puget Sound Emergency Radio Network (PSERN):** Staff participated in the planning and development of PSERN for the past few years, resulting in a new digital system that allows first responders, particularly police and fire, to better communicate and dispatch emergency and other government services countywide.

- **MICEC Rentals:** The Mercer Island Community & Event Center exceeded its rental booking goal by almost 20%.
- **Seafair:** With record-breaking attendance for 2023, Police, Fire, Recreation, and Public Works staff helped manage Seafair impacts, including new crowd control methods at Groveland Beach Park.
- **Summer Celebration:** The Island’s signature event saw record-breaking turnout in 2023, drawing thousands into Town Center, Mercedale Park, and Luther Burbank Park. SC 2023 also marked the return of the parade.

Preparation for Future Successes

Under your guidance, Mercer Island is well-positioned for future achievements. Your ability to juxtapose immediate needs with long-term objectives has been instrumental, with initiatives like the Comprehensive Plan Update and the Long-Term Regional Transit Commuter Parking Project highlighting your strategic vision.

- **Town Center Parking Plan:** A detailed process to improve access options to and around Town Center, the Town Center Parking Study was completed in 2023. This led to the development of a parking and access strategy for Town Center, known as the Town Center Parking Plan, which was adopted in November 2023. The identified strategies and recommendations will make Town Center parking more functionally available, usable for different drivers, and supportive of other options for non-driving to and around Town Center.
- **Comprehensive Plan Periodic Update:** In early 2022, the Council approved the scope of work and schedule for the Comprehensive Plan update, which includes over 30 element-specific changes required by state, regional, and King County planning policies, including a new Economic Development Element, a robust Housing Element update to comply with state statute, and a new Parks Zone to be completed this year.
- **Long-Term Regional Transit Commuter Parking Project:** A preferred site concept for the Town Center Long-Term Regional Transit Commuter Parking Project at the former Tully’s site was a surface commuter parking lot on the former Tully’s and adjacent City-owned properties in Town Center to serve auto and bicycle commuters using the future Sound Transit light rail station. The Council approved the preferred site concept setting to reach the goal to deliver commuter parking in Town Center.
- **Automated Water Meter Project:** The City is conducting an Island-wide replacement project to deploy 7,900 new water meters as many of the Island’s meters are past their useful life. This effort will reduce water loss and improve leak detection efforts.
- **Luther Burbank Dock and Waterfront Renovation:** The project includes the replacement of many of the dock structures, plaza renovations, Boiler Building stabilization, and beach and access improvements. Construction work will take place in 2024 and 2025, resulting in a revitalized waterfront area at Luther Burbank Park for all users to enjoy.

Resilience in the Face of Unforeseen Challenges

Your effective management ensured the continuity of city services amidst the closure of City Hall, further emphasizing your capacity to address challenges proactively. Your strategic planning for the future of City Hall reflects your resilience and commitment to the City's enduring success. The work to transform the Slater Room into the new Council Chambers and the relocation of the Municipal Court to Newcastle's City Hall happened quickly and efficiently, showing your ability to mobilize staff in emergent situations.

In addition, the water emergency that started in early April has required you to redirect resources to ensure that the process to restore water supply to the Island is handled with tact, poise, and concern through a future-focused lens. While staff have been working on repair options, the highly technical nature of the repairs will require additional time and will not be complete until mid to late summer. With the backup line not being able to supply enough water to keep up with the higher water demand typical during the summer months, water conservation and curtailment efforts will need to be enacted. This work, needing to happen at the same time as you are navigating the City Hall closure, adds to the pressure to manage multiple priorities.

Infrastructure Investment

The City Council's priority to “make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks” has led to significant progress:

- **Luther Burbank Shoreline Restoration:** A comprehensive restoration of the South Luther Burbank Shoreline Trail was completed, opening to park users last fall. Trail users are now able to walk from the docks to the swim beach on an all-weather accessible trail.
- **Sunset & 77th Intersection Improvements:** Crews finished a capital project to improve pedestrian safety at this busy intersection, including adding a new crosswalk signal.
- **Sewer/SCADA Equipment Project:** The City has been upgrading the equipment and communications systems at 17 sewer pump stations and select emergency generators around the Island. Phase 1 in 2023 consisted of site investigations and equipment procurement. Phase 2 is in process with the installation and testing of the new equipment.
- **Water Reservoir Improvements:** Reinvestment work on the City's two four-million-gallon water reservoir tanks began in the fall of 2023 and will continue into the winter of 2024 with the coating replacement to protect the underlying steel from corrosion.
- **East Seattle Neighborhood Water Improvements:** Construction started in October to lay new 8-inch ductile iron water main, installing over 3,000 feet of pipe along 60th Ave and on SE 32nd St up to West Mercer Way and on 62nd Ave SE.

- **Sewer Basin 40 Project:** Teams are installing 12,000 feet of cured-in-place-pipe (CIPP) into existing sewer mains to prevent groundwater seepage and stormwater runoff inflow into the sewer network at Sewer Basin 40, located in and around the Mercerwood Neighborhood.

Forward-Looking

As we continue to enhance our facilities and pursue a more integrated and efficient municipal service model, recognizing and parsing customer-facing civic functions from public safety and maintenance will be crucial in shaping a thriving, inclusive, resilient, and accessible Mercer Island for many generations. Two long-term planning efforts that stand out are:

- **Financial Management Software:** Work continues on implementing the City's new enterprise-wide financial management software. This year's long process is getting closer to completion. The software is fully configured, and staff are working on the transfer of data, staff training, testing, and more. The implementation and launch of this new software will modernize financial reporting, accounts payable, and capital project management.
- **Facility Condition Assessment:** Work continues on the City's comprehensive Facilities Conditions Assessment with a primary focus on the Public Works Building, in addition to the development of the Public Safety and Maintenance Building and replacement strategies for City Hall. As staff resumes the Assessment later in the year, the development of a long-range facilities plan will ensure that there is a strategy for renovation or replacement to extend the life of the current or future facilities and ensure continuity of services

Conclusion

Jessi, your leadership has been a beacon of excellence, guiding Mercer Island through times of challenge and change. The City Council deeply appreciates your unwavering commitment and visionary approach. We are excited to continue this journey with you, building on our shared achievements and facing future challenges with optimism and unity.

Warmest regards,



Mayor Salim Nice
City of Mercer Island

Enclosures: Work Plan Update, Legislative Priorities, City Council Letter to Community.



City of Mercer Island

2023-2024 Work Plan Matrix

Item 10.

Project	PROGRESS	START	END	2023				2024				2025			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Administrative Services															
Review and update citywide policies regarding human resources, finance, purchasing, fleet, and others.	50%	Jan-21	Sep-24												
Continue implementation of HRIS software to centralize employee data, payroll, and benefits. This work is ongoing.	80%	Jan-21	Dec-24												
Negotiate new Collective Bargaining Agreements with bargaining groups: (1) Police and Police Support bargaining groups for the years 2025 through 2027. (2) AFSCME bargaining group for the years 2025 through 2027. (3) Fire bargaining group for the years 2023 through 2025.	10%	Jan-24	Dec-24												
Conduct a Citywide Classification & Compensation Study.	80%	Feb-21	Jun-24												
Develop a citywide compensation policy and philosophy subject to review and approval by the City Council.	50%	Apr-22	Apr-24												
Conduct a biennial public opinion survey in 2024 to inform the 2025-2026 budget process.	0%	Jan-24	Dec-24												
Complete GIS Utility Network Data Upgrade Project by Q2 2023.	100%	Feb-22	Jun-23												
City Attorney's Office															
Defend the 2017 Settlement Agreement with Sound Transit to ensure modifications to North Mercer Way that allow passenger transfers to and from bus and light rail at the East Link Station do not adversely impact traffic patterns or public safety for community residents.	100%	Jan-21	Jun-25												
Support the City Manager's Office as they evaluate the leadership structure of the Fire Department and prepare a long-term recommendation. Fire Department leadership is current performed through contract with Eastside Fire & Rescue.	100%	Jan-23	Dec-23												
Support Administrative Services as they negotiate new Collective Bargaining Agreements with bargaining groups: (1) Police and Police Support bargaining groups for the years 2025 through 2027. (2) AFSCME bargaining group for the years 2025 through 2027. (3) Fire bargaining group for the years 2023 through 2025.	20%	Jan-23	Dec-27												
Support Community Planning & Development in their efforts to complete 2024 Comprehensive Plan Periodic Update by Q2 2024 as directed by the City Council in March 2022.	25%	Mar-22	Jun-24												
Support Community Planning & Development in their efforts to review and report back to the City Council on the effectiveness and impacts of the 2017 Residential Development Standards code amendments included in the Residential Code (MICC 19.02) Identify opportunities to streamline permitting processes.	10%	Jan-23	Jun-25												

Project	PROGRESS	START	END	2023				2024							
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
City Manager's Office															
Prepare for the opening of the Sound Transit Light Rail Station in 2025. Work with internal teams and other agencies to ensure safe design and implementation.	75%	Jan-21	Jun-25												
Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices.	Ongoing	Jan-21	Jun-25												
Evaluate the leadership structure of the Fire Department and prepare a long-term recommendation. Fire Department leadership is current performed through contract with Eastside Fire & Rescue.	100%	Jan-23	Jun-23												
Oversee the Comprehensive Facilities Assessment to include the Annex Building at the Mercer Island Community & Event Center, City Hall, the Maintenance Facility, and the Luther Burbank Administrative Building. This project will evaluate the remaining useful life of these buildings and identify alternatives to replace or repair. The project is anticipated to be complete by Q2 2024, with initial recommendations capital project recommendations prepared for the 2025-2026 budget.	30%	Nov-22	Jan-26												
Support Community Planning & Development in their efforts to review and report back to the City Council on the effectiveness and impacts of the 2017 Residential Development Standards code amendments included in the Residential Code (MICC 19.02) Identify opportunities to streamline permitting processes.	10%	Jan-23	Jun-25												
Oversee the activation of the former Tully's Property to serve as a satellite police precinct. Evaluate the potential expansion of the police volunteer program to include volunteers at the satellite police precinct to include preparation of a 2025-2026 budget proposal.	20%	Jan-24	Feb-25												
Community Planning and Development															
Complete 2024 Comprehensive Plan Periodic Update by Q2 2024 as directed by the City Council in March 2022.	50%	Mar-22	Oct-24												
Coordinate with the State Department of Commerce, the Puget Sound Regional Council, King County, and other King County jurisdictions on regional growth planning including affordable housing target development.	80%	Jul-21	Dec-24												
Review and report back to the City Council on the effectiveness and impacts of the 2017 Residential Development Standards code amendments included in the Residential Code (MICC 19.02) Identify opportunities to streamline permitting processes.	10%	Jan-23	Jun-25												
Compile and analyze potential improvements to the development codes and propose such for the annual docket as appropriate.	55%	Jan-23	Dec-25												
Index and digitize old records to make them easily accessible to the public and continue to provide support for public records requests. This work is ongoing.	Ongoing	Sep-22	Dec-23												
Analyze and implement measures to reduce building, planning, and land-use permit plan review times through appropriate staffing and on-call support levels. Routinely analyze data and gather feedback from customers to inform decision-making and process improvements.	25%	Jan-23	Dec-24												
Update the construction codes according to state requirements by Q2 2023.	90%	Jan-23	Jun-24												
Complete a Parking Study for Town Center.	100%	May-22	Dec-23												
Business Code Zone Amendment.	100%	Oct-22	Jun-23												

Project	PROGRESS	START	END	2023				2024							
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Finance															
Conduct a phased implementation of the new financial management software system. This entails grouping software system modules that power core business processes being phased into production while progressively going live with additional ancillary modules as the implementation progresses. Completion date for core financials is Q4 2023, with the entire financial management software system going live in Q3 2025.	50%	Dec-22	Dec-25												
Complete a cost allocation methodology analysis to identify the full costs of services provided by internal service departments by Q4 2024.	90%	Jan-21	Dec-24												
Engage the City Council and organization for the highest and best use of the City's American Relief Plan Act (ARPA) fund allocation. Track all funds and meet all federal reporting requirements. This work is ongoing through the biennium.	Ongoing	Jan-23	Ongoing												
Develop a Special Revenue Fund to track permit revenues in the Community Planning and Development Department for implementation by Q1 2025.	25%	Jan-23	Dec-24												
Assist Public Works with the completion of the Water Meter Replacement Project by Q3 2024.	40%	Jul-21	Dec-25												
Transition to monthly financial reports. Implementation of this goal is tied to procurement and implementation of the new financial software.	50%	Dec-22	Dec-25												
Fire															
Review and provide data driven updates specific to fee collection policies (transport fee, Fire Marshals permitting, GEMT, etc.), new or updated requests for contracts, and/or strategies to the City Manager in September of each year.	100%	Jun-22	Sep-24												
Coordinate with Administrative Services and Finance to update the new Master Fee Schedule annually to include all associated fire permit fees.	Ongoing	Jan-22	Ongoing												
Engage with regional partners to train up to six personnel to become Red Card certified to assist with both Mercer Island and regional urban interface and wildland related emergencies by Q4 2023. This type of training will be ongoing.	100%	Jan-23	Jul-23												
Purchase King County Public Health certified defibrillators for 911 response by Q3 2023.	100%	Oct-22	Nov-23												
Develop lesson plans for approximately 10 public education related topics (Home Safety, Exit Drills, Smoke Detector Education etc.) by Q4 2024.	100%	Jan-23	Sep-23												
Municipal Court															
Conduct court security assessment. Work to improve court security in line with Washington State General Court Rule guidelines.	100%	Feb-23	Ongoing												
Assess, plan, and implement updated procedures and technology of the Court. Move to add audio and video upgrades with grant funding recently received from the State. Utilize the grant funding to implement paperless court file maintenance which will include outside pleading filings, discovery and records request transfers, and court file depository and usage.	75%	Dec-22	Dec-24												

Project	PROGRESS	START	END	2023				2024							
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Police Department															
Prepare for the new Light Rail station, to include response protocols and pedestrian and vehicles safety considerations. This work is ongoing.	90%	Jan-21	Mar-25												
Continue the Interlocal Agreements for Marine Patrol Services with Hunts Point, Medina, and Yarrow Point. Track time and resources spent in each marine jurisdiction to inform the cost allocation model the City utilizes to charge contract cities. Work with the Finance Department to complete an overhead cost analysis to inform updates to the Interlocal Agreements by Q4 2023.	75%	Apr-22	Jun-24												
Collaborate with public safety partners to acquire and implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications by Q4 2022.	100%	Jan-21	Dec-23												
Proactively combat crimes through crime prevention and education programs, by leveraging social media outreach and rigorous investigation efforts. This work is ongoing.	Ongoing	Jan-23	Dec-24												
Continue the Community Academy, Coffee with a Cop, Paws on Patrol, Community Emergency Response Team (CERT), and National Night Out. Support the Parks and Recreation Department through participation in community-wide special events.	Ongoing	Jan-23	Dec-24												
Collaborate with the City Manager’s Office on the activation of the former Tully’s Property to serve as a satellite police precinct. Evaluate the potential expansion of the police volunteer program to include volunteers at the satellite police precinct to include preparation of a 2025-2026 budget proposal.	20%	Jan-24	Feb-25												
Public Works															
Develop Standard Operating Procedures for Cityworks (asset management system) by Q3 2023. - Develop Key Performance Indicators (KPI’s) for Cityworks by Q3 2023. - Increase staff skill and competency in the Cityworks platform through ongoing trainings. This work is ongoing.	25%	Jan-23	Dec-24												
Collaborate with the City Manager’s Office on the development of the Comprehensive Facilities Assessment to include the Annex Building at the Mercer Island Community & Event Center, City Hall, the Maintenance Facility, and the Luther Burbank Administrative Building.	30%	Nov-22	May-24												
Work with King County and Recology to update solid waste rates per the new proposed solid waste rates anticipated in 2023 and 2024.	100%	Jan-23	Mar-24												
Implement the Supervisory Control and Data Acquisition Project (“SCADA” Project) by Q4 2023.	75%	Jan-21	Nov-25												
Complete the Water Meter Replacement Project by Q3 2024.	40%	Jul-21	Dec-25												
Luther Burbank Docks reconfiguration and repair project.	40%	Jun-20	Dec-25												
Develop Joint Master Plan for Clarke Beach and Groveland Beach Parks by Q4 2023.	20%	Mar-22	Dec-24												
Continue with ongoing soil and groundwater remediation at the former Honeywell Site and City Maintenance facility. Compliance is necessary to obtain a No Further Action letter from Department of Ecology.	80%	Jan-21	Dec-26												
Begin to implement the Americans with Disabilities Act (ADA) Transition Plan. This work is ongoing.	Ongoing	Jan-23	Ongoing												
Work proactively with King County Metro and Sound Transit to minimize impacts to City infrastructure (streets and utilities), traffic (cars, pedestrians, bicycles), and the public by the sewer interceptor and MITI projects and ensure that City infrastructure is restored to City standards. This work is ongoing.	75%	Jan-23	Ongoing												

Project	PROGRESS	START	END	2023				2024						Item 10.		
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2			
Adopt the Climate Action Plan by Q2 2023. Begin Council directed implementation of strategies and actions from the adopted Plan by Q4 2024.	95%	Jan-23	Dec-24													
Complete costing analysis, review interlocal agreements, and work with the Mercer Island School District (MISD) to draft a new Master Facility Use Agreement to include facilities shared/jointly maintained between the MISD and the City by Q4 2023.	Ongoing	Jan-23	Dec-24													
Complete the Site Characterization for soil and groundwater at Fire Station 91 by Q4 2022.	95%	Jan-21	Dec-24													
Athletic Field Replacement Projects as included in the 2022 PROS Plan. Projects include: (1) Island Crest Park North Field Turf and (2) South Mercer Playfields Turf Replacement & Ballfield Backstop Update.	95%	Jun-22	Oct-24													
Reservoir Pump Replacements.	45%	Mar-22	Dec-24													
Reservoir Improvements.	45%	Mar-22	May-25													
First Hill Booster Station Generator Replacement.	25%	Jun-22	Dec-24													

Parks & Recreation

Complete implementation and integration of Civic Optimize, a software tool which will enhance the permit and rental process, increase customer satisfaction, and optimize staff review efficiency. Research, develop and implement procedures for the use of technology-based tools by Q4 2024 to improve customer service and reduce permit turnaround times.	75%	Jan-23	Ongoing													
Establish resource needs, program implementation, and evaluation tools in preparation for the future expansion of recreation services to include various youth, senior, and adult programs.	75%	Jan-23	Jun-24													
Achieve MICEC rental occupancy level of 1,500 bookings by end of Q4 2023; 2,000 bookings by end of Q4 2024.	100%	Jan-23	Dec-23													
Achieve drop-in programming participation of 2,000 individuals to the fitness room and 6,000 drop-in sports participants by end of Q4 2023.	100%	Jan-23	Sep-23													
Expand drop-in programming to increase diversity of offerings by 25-50% by Q1 2024.	100%	Jan-23	Mar-24													
Collaborate with local community organizations to partner on special events, programs, volunteerism, and other community engagement opportunities.	90%	Jan-23	Ongoing													
Expand and enhance opportunities for recreation service sponsorships and park asset and property donations.	75%	Jan-23	Dec-24													
In collaboration with the Finance Department and Capital Projects Team, revisit the funding plan (aka the sinking fund) for the replacement of synthetic turf athletic fields.	Ongoing	Jan-23	Dec-24													

Project	PROGRESS	START	END	2023				2024						
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	
Youth and Family Services														
Work with the City Manager on a stabilization plan for YFS revenues. This work is tied to recovery of Thrift Shop operations and development of a long-term funding strategy. This work is ongoing.	Ongoing	Jan-23	Dec-24											
Provide food support for residents facing food insecurity, which currently includes grocery gift cards. Re-evaluate food pantry operations as Pandemic recovery efforts allow as part of the comprehensive Emergency Assistance policy update.	80%	Jan-23	Jun-24											
Integrate and expand Trauma-Informed Approaches (TIA) Organizational Development.	100%	Jan-23	Jun-23											
Increase Thrift Store annual revenues by 10% each year of the biennium based on FY 2022 gross revenues.	50%	Jan-23	Dec-24											
Grow Thrift Store volunteer service hours by 15% in 2023 and 10% in 2024 to increase engagement of the volunteer labor pool by Q4 2024.	50%	Jan-23	Dec-24											
Transition YFS operations to ensure compliance with HIPAA standards by Q4 2022.	100%	Apr-21	Nov-23											
Complete the update to the YFS policy and procedures manual by Q4 2022. Policies related to financial assistance programs may require City Council review and approval.	100%	Oct-21	Nov-23											

CITY OF MERCER ISLAND

2024 State Legislative Priorities



The City will advocate for the following issues and will include its support for the priorities of its partners the Association of Washington Cities and the Washington Cities Insurance Authority.

Increase Resources for Behavioral Health and Substance Use Disorder Treatment and Prevention

The City is a direct provider of mental health counseling services through school-based and community programs while also relying on regional public health infrastructure for specialized care and crisis response. Priorities include:

- **Increased prevention and intervention resources** targeting Fentanyl and other substances.
- **Funding to expand** community- and school-based mental health services for youth.
- **Opportunities to integrate** behavioral health and first responders for enhanced crisis response.

Support for Affordable Housing

The City champions a proactive stance, using novel tools and incentives to enhance housing supply and affordability. Priorities include:

- **Transit-oriented growth**, prioritizing housing and infrastructure investments near major transit, tying it either to affordability mandates or to the City's housing targets under ESSHB 1220 (2021). This harnesses regional transportation investments to boost mobility, expand affordable housing, and protect the environment.
- **Enhancing current programs** and supporting mechanisms that bolster state and regional housing programs, like the Regional Coalition for Housing (ARCH).
- **Flexible and adaptable funding methods**, including a local Real Estate Excise Tax (REET), ensuring revenues benefit low- to moderate-income households.
- **Local control** and acknowledgment of the work that cities are already doing to improve walkability and parking policies to support housing needs. The City opposes any blanket regulations that would overlook local nuances and requirements. The City opposes housing density increases outside of the Town Center.

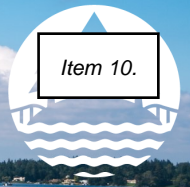
Support Public Safety Measures on Auto Theft and Property Crime

The City supports law enforcement strategies that protect our community and businesses. Priorities include:

- **Further expanding** the list of eligible offenses for pursuits, including auto theft and some property crimes, allowing cities to develop policies tailored to their communities.
- **Additional State resources** to fund auto theft and property crime reduction programs.
- **Revise the Public Records Act** to exempt Automatic License Plate Reader (ALPR) security footage from disclosure.

CITY OF MERCER ISLAND

2024 State Legislative Priorities



Capital and Grant Support for Essential Public Services

The City is seeking State funding for public safety programs and Climate Action Plan implementation, including:

- **Funding for Mercer Island Marine Patrol Boat Replacement:** The City of Mercer Island State-certified Marine Patrol Unit was founded in 1982 and provides marine patrol services to Medina, Bellevue, Renton, Yarrow Point, and Hunts Point for their water-based services with just three vessels. Two vessels are near the end of their useful life, and the City is seeking \$1.2 million for the estimated replacement costs.
- **Funding for Seafair Water Safety Program:** The City of Mercer Island Marine Patrol coordinates Seafair safety operations on Lake Washington, providing first responder and boating safety services. The City is seeking \$100,000 annually to support the funding needs for this critical public safety program.
- **Funding for Electrical Vehicle Infrastructure Plan:** The City adopted a Climate Action Plan in 2023 and is seeking \$300,000 to fund the development of an Island-wide Electrical Vehicle Charging Plan.
- **Funding for Compact Electric Sweeper:** The City is seeking \$310,000 to purchase a compact electric sweeper to clean sidewalks, paths, and park areas inaccessible to the large street sweeper. This specialized equipment will improve operations efficiency, reduce the use of gas-powered equipment, and aid in stormwater management.

Preserving and Protecting the Environment

The City encourages **solar power usage**, equipment and **fleet vehicle electrification** and other legislation, partnerships, and funding that incentivizes and supports the City's adopted **Climate Action Plan**.

Opposition to Expansion of Tort Law Liability

The City's liability insurance pool costs continue to rise due to costly verdicts, inflation, and expanded liabilities imposed by legislative actions and judicial interpretation of the law. In partnership with Washington Cities Insurance Authority (WCIA), the City **opposes legislation expanding tort law liability** and the remedies available under tort law. If the legislature approves expansions, then special funds must be developed to cover these costs.

Revising the Property Tax Cap

With the recent and ongoing impacts of inflation, the City's ability to keep pace with growing costs is inhibited by the 1% property tax cap that has been in place for over 20 years. The City supports **tying the tax to inflation and population growth factors with a new cap not to exceed 3%**. This allows local elected officials to adjust the local property tax rate to better meet community needs and keep up with the costs of providing essential services like police, fire, transportation, and valued community amenities like parks. With the current 1% cap, the City's General Fund is projected to have a structural deficit in 2025-2026.

A Message to the Community from the Mercer Island City Council Regarding Planning for the Development of a Replacement Public Safety and Maintenance Building

March 6, 2024

Last week, your City Council took a pivotal step in the future of City operations by unanimously approving the costing and design ^[1] for a new Public Safety and Maintenance Building on the current City Hall campus. This facility would house the City’s Police Department and public works crews, providing a safe and functional facility that meets the urgent needs of our City today.

The motion, put forward by Deputy Mayor Rosenbaum during the Council's annual planning session ^[2], demonstrates a collective commitment to enhancing the safety and well-being of our employees and community. The existing Public Works Building is well beyond its useful life and hasn’t met our needs for some time. The closure of City Hall only exacerbated this challenge, displacing staff across all teams and the specialized functions of our Police Department.

Careful evaluation and planning brought us to this path forward. Building a new facility serving both our police and public works teams meets the unique needs of both departments in a much more efficient manner. The City Manager will now commence planning for this new facility, with a preliminary scope and cost estimate due in Q2 2024.

What does this mean for a future City Hall and the rest of the City’s teams? We continue to discuss opportunities for a home in Town Center – a shift that represents a generational investment in a more accessible, efficient, and community-focused downtown City Hall. These decisions are not just about buildings and staffing but about laying the groundwork for a more connected, safe, and vibrant Mercer Island. We’ll continue to keep you updated on Let’s Talk ^[3], the City’s public engagement platform.

The success of last week’s Council Planning Session reflects extensive preparation by City staff and the Council’s supportive and collaborative spirit aimed at recognizing the valuable contributions of all City employees. Together, we are able to navigate the complexities of our current challenges and make informed decisions that reflect the priorities and needs of you, our residents.

A great deal of dedication, insightful discussions, and strategic decisions have set in motion what we believe will be a very positive trajectory for the City of Mercer Island. These initiatives will bring about meaningful and positive changes in our community – we look forward to working across the Island to articulate this vision and we’re excited to see the impact our collective efforts will have for the Island’s future.

Mercer Island City Council
Mayor Salim Nice
Deputy Mayor Dave Rosenbaum
Councilmember Lisa Anderl
Councilmember Jake Jacobson
Councilmember Craig Reynolds
Councilmember Wendy Weiker

Source URL: <https://www.mercerisland.gov/citycouncil/page/message-community-mercer-island-city-council-regarding-planning-development>

Links

[1] https://letstalk.mercergov.org/city-hall-closure-and-planning/news_feed/council-directs-city-manager-to-commence-planning-for-a-new-public-safety-and-maintenance-building [2] <https://www.mercerisland.gov/citycouncil/page/city-council-planning-sessions> [3] <https://letstalk.mercergov.org/city-hall-closure-and-planning>



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

**AB 6503
June 18, 2024
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6503: Island Crest Way Shared Use Path Preferred Alternative	<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:	Select a preferred shared use path alternative.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Patrick Yamashita, Deputy PW Director/City Engineer Clint Morris, Capital Division Manager Rebecca O’Sullivan, Transportation Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Draft Shared Use Path Conceptual Design Summary Memo 2. Island Crest Way Driveway/Access Points
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to continue the discussion held on March 19, 2024, regarding the preliminary Island Crest Way shared use path alternatives and to seek a decision from City Council on a preferred shared use path alternative. There are three shared use path alternatives for City Council to consider including a path on the east side, path on the west side, or separated bike lanes in the roadway.

- The Shared Use Path Conceptual Design Summary Memo provided in Exhibit 1 discusses each alternative, including likely impacts and design considerations. Each alternative results in differing levels of impacts on impervious surfaces, utilities, trees, privacy hedges, construction impacts to the public, and cost.
- A City Council decision for a preferred shared use path alternative is necessary for the Island Crest Way Corridor Improvements between SE 68th Street and SE 53rd Place (90.25.0013) to be included in the 2025-2030 Transportation Improvement Program (TIP), planned for adoption on June 18.
- Staff recommends the west side shared use path alternative for inclusion in the 2025-2030 TIP, with design occurring in 2025-2026.

BACKGROUND

The Island Crest Way Corridor Improvements project was approved by City Council in the 2023-2028 TIP and the [2023-2024 Capital Improvement Program \(CIP\)](#) budget, following the [Island Crest Way Safety Analysis](#) in 2021-2022. The project implements recommendations from the Safety Analysis along the Island Crest Way corridor between 90th Avenue SE and SE 68th Street.

Project elements include crosswalk improvements, shared use path pre-design, illumination study, tree condition assessment, and an intersection design feasibility study. Conceptual design of these elements is underway.

On March 19, 2024, staff and the project design consultant presented an update on the Island Crest Way Corridor Improvements project, and provided information on the three alternatives ([AB 6421](#) and [slide deck](#)). The goal of the meeting on March 19, 2024 was to provide an opportunity for City Council to review the three alternatives and ask questions.

This agenda bill focuses on the shared use path alternatives, to provide information and a recommendation to City Council to select their preferred alternative for inclusion in the 2025-2030 TIP.

ISSUE/DISCUSSION

Staff presented the draft 2025-2030 TIP to City Council on June 4, 2024 ([AB 6468](#)). The draft includes the Island Crest Way Corridor Improvements between SE 68th Street to SE 53rd Place as a placeholder while the Council selects their preferred path alternative. This project will continue the planning and design efforts of the Island Crest Way Corridor Improvements project in 2025-2026, with construction of initial improvements programmed in 2030 to provide time to pursue grant opportunities to fund elements of the project. The City Council will need to select a preferred shared use path alternative to incorporate into the TIP, planned for City Council adoption on June 18, 2024 for design to proceed.

The shared use path alternatives and associated impacts are described in the sections below.

Shared Use Path Alternatives

Exhibit 1 provides an analysis of the three shared use path alternatives – path on the east side, path on the west side, and separated bike lanes in the roadway. It includes graphical representations of the three alternatives providing cross-sectional views, a high-level view of the alternatives, and a zoomed-in view showing the path alignments overlaid onto an aerial image of the Island Crest Way corridor. The overlay image provides a visualization of the potential impacts along Island Crest Way, including areas near the edges of the right-of-way where large hedges and fences are currently located.

For the sake of comparing impacts between alternatives, several metrics are provided, including new impervious surfaces, level of utility impacts, number of trees to be removed, percentage of tree canopy removed, storm drainage modifications, pedestrian/vehicle impacts during construction, and cost. This comparison is shown in the table on the following page:

Alternative	New Impervious Surface (square feet)	Utility Impacts	Trees Removed	Tree Canopy Removed	Drainage Mods	Vehicle Impacts (const. stage)	Ped Impacts (const. stage)	Const. Cost (order of magnitude)
West Side Path	~24,000	low	75 to 94	~28%	low	low	low	med
Separated Bike Lane	~70,000	med	110 to 120	~40%	high	high	med	high
East Side Path	~15,000	high	85 to 99	~34%	med	low	high	med
East Side Path (Option A)	~15,000	high	70 to 85	~30% to ~32%	med	low	high	med

Planning level estimated costs along the entire corridor length for design and construction of the separated bike lane alternative is \$12M-\$14M, the east side shared use path is \$3.5M-\$6M, and the west side shared use path is \$3M-\$5.5M. These estimated costs do not include the cost of right of way acquisition, if required.

Exhibit 2 shows the Island Crest Way corridor and properties whose sole vehicle access is via Island Crest Way. There are significantly more properties on the east side accessing Island Crest Way, resulting in greater potential vehicle conflicts with pedestrians and bicycles if the shared use path is constructed on the east side. Similar sentiments were expressed by the public during the safety study.

Funding Options

Staff will pursue grant funding opportunities for construction of the shared use path and the other project elements of Island Crest Way Corridor Improvements. Potential grants to consider include:

- Transportation Improvement Board (TIB) – A grant program focused on local transportation projects. The City may also consider the Urban Arterial Program (UAP) or Active Transportation Program (ATP).
- Washington State Department of Transportation (WSDOT) Pedestrian & Bicycle Program (PBP) – A grant program to improve the transportation system to enhance the safety and mobility for people who choose to walk or bike.
- Safe Streets and Roads for All (SS4A) – A grant program intended to prevent roadway deaths and serious injuries. The City may be eligible for implementation grants if the shared use path and other project elements are identified in the City’s Comprehensive Safety Action Plan (Action Plan). See AB6494 for more information on the Action Plan.

Should the City secure federal funding to support the work, the project cost could increase 10% to 20% to cover the additional administrative reporting and construction requirements tied to the grant.

Public Engagement

As part of City Council’s selection of a preferred alternative, staff seeks direction from the City Council regarding the public engagement process. Staff proposes to seek feedback from the public during the early design stage to inform the design of the shared use path. Staff will use Let’s Talk to keep the public informed throughout the project.

Staff Recommendation

Staff recommends selecting the west side shared use path as the preferred alternative. Compared to the other alternatives, the west side has the least impact to utilities, tree canopy, drainage modifications, and pedestrians/vehicles during the construction phase, and has the lowest estimated cost. It results in the least potential impact between shared use path-users and motorists who turn from Island Crest Way onto driveways and side streets.

Staff recommends design and construction of the Island Crest Way Corridor Improvements, in three phases:

1. Phase 1 (design in 2025-2026, construction placeholder 2030):
 - a. West side shared use path from Island Park Elementary School driveway, south across the entire frontage of Island Crest Park to SE 60th Street, approximately 1,400 feet.
 - b. SE 53rd Place intersection safety improvements (right turn lane).
 - c. SE 68th Street pedestrian/bicycle safety improvements (shorten crossing distance and add mountable curbs for truck traffic). [design only]
2. Phase 2 (design and construction: TBD):
 - a. Shared use path from south end of Island Crest Park from SE 60th Street to SE 68th Street, approximately 2,650 feet.
 - b. SE 68th Street intersection pedestrian/bicycle safety improvements (shorten crossing distance and add mountable curbs for truck traffic) [construction]
3. Phase 3 (design and construction: TBD): Shared use path from Island Park Elementary driveway, north to 90th Avenue SE, approximately 1,300 feet.

This incremental design and construction approach spreads the cost of the work over several years, allowing for design and construction of other programmed pedestrian and bicycle facility improvement projects throughout the Island to continue. Phasing the work allows the community to use one segment of the shared use path and provide feedback before the entire corridor is completed. Setting Phase 1 construction for 2030 provides time to pursue construction grant funding. Phases 2 and 3 will be proposed for inclusion in future TIPs.

Intersection safety concerns identified in the [Island Crest Way Safety Analysis](#) at SE 53rd Place and SE 68th Street presented to the City Council in 2022, will be addressed in conjunction with shared use path improvements to provide connectivity and economies of scale. The feasibility studies for these intersections is underway as discussed in [AB 6421](#) and will lay the groundwork for future design efforts. The focus for SE 68th Street is on pedestrian and bicycle safety through narrowing of the intersection approach lanes to shorten pedestrian crossing distances. A roundabout will be a consideration in the distant future.

NEXT STEPS

Following the City Council's selection of a preferred alternative and inclusion in the 2025-2030 TIP, staff will initiate a community engagement process to seek feedback to inform the design of the shared use path. Design work will begin in 2025, following the City Council's adoption of the 2025-2026 biennial budget. Staff will propose the remaining design and construction of shared use path in future TIPs, along with construction of the SE 68th Street pedestrian/bicycle safety improvements.

RECOMMENDED ACTION

1. Select the west side shared used path as the preferred alignment and seek feedback from the public during the design process.
2. Include in the 2025-2030 Transportation Improvement Program, the design of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street, the SE 53rd Place intersection safety improvements, and SE 68th Street pedestrian/bicycle safety improvements in 2025 to 2026.

3. Include in the 2025-2030 Transportation Improvement Program, the construction of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street and the SE 53rd Place intersection safety improvements in 2030.

Draft Shared Use Path Conceptual Design Summary (March 2024)

History and Status

This conceptual design summary provides context, preliminary design considerations, and planning level costs to support a Shared Use Path (or similar) facility from SE 68th St to 90th Ave SE, approximately one mile, along Island Crest Way (ICW).

The project goals are to improve safety along ICW, develop ICW into a functional multimodal corridor that improves accessibility and function for pedestrians, bicyclists of all ages and abilities, and drivers, while balancing safety improvements with preservation of the urban forest.

In 2021 and 2022 City staff, with their project partner DKS Associates, developed the Island Crest Way Safety Recommendations to inform City staff and City Council on a programmatic approach to enhance safety along the Island Crest Way corridor. The City has implemented several of the “low cost” solutions identified in the report, including selective tree trimming, adding reflective sheeting to sign posts, updating all regulatory and warning signage to high visibility, double signing crosswalks, relocating/removing several fixed objects, and enhancing sign reflectivity recommended several projects and activities. Five are included in the ICW Corridor Improvements Project:

1. ICW Shared Use Path Improvement Project (*Discussed herein*)
 - Feasibility Study & Preliminary Design
2. Tree Condition Assessment (*Draft Complete*)
3. Illumination Study (*Draft Complete*)
4. Crosswalk Improvements (*Design Complete*)
 - Design and Construct ICW crossing improvements at three locations (summer 2024)
5. Intersection Feasibility Study & Concept Design (*in progress*)
 - SE 53rd Place
 - SE 68th Street intersections

In 2023 the City contracted with KPG Psomas, in partnership with DKS, to develop the projects listed above. The project team anticipates several of these items being completed by fall 2024. This report focuses on the preliminary results of the Shared Use Path Evaluation.

Shared Use Path Evaluation

Figures 1-3 present photo simulations of the three alternatives the project team evaluated to address the multimodal needs in the corridor and support the project goals:

- Separated bike lanes with new sidewalks
- East Side Shared use Path
- West Side Shared use Path



Figure 1: Separated Bike Lane

The separated bike lane alternative proposes new separated bike lanes with 2' wide marked buffer, curb and gutter, corridor illumination, vegetated buffers, signage, crossings at side street intersections, and cement concrete sidewalk for the length of the project. Other improvements include utility modifications, stormwater treatment facilities, and private property restoration. This alternative provides a delineated bike facility and improves the safety and pedestrian/bicyclist experience along the corridor.



Figure 2: East Side Shared use Path

The east side shared use path alternative proposes a new separated 10' wide shared use pathway, replacing the existing paved walkway, along the east side of the corridor. The new path is within five feet of ICW to avoid removing the large laurel hedges along the edge of right of way, providing screening for adjacent private properties.

A modification to this alternative called "Option A" shifts the path alignment further away from ICW, between Island Crest Elementary and SE 59th St, see Figure 3. It removes the hedges and replaces them with screening. This provides greater separation between path users and vehicles and saves approximately 10% of the large Occidental (London) Plane trees, between ICW and the path.



Figure 3: East Side Shared use Path Option A

Additional improvements consist of new illumination, vegetated buffer, signage and crossings at side street intersections, utility modifications, stormwater treatment facilities, and private property restoration. This alternative provides a widened shared use path for bicycles and pedestrians with a physical separation/buffer from the roadway for safety.



Figure 4: West Side Shared use Path

The west side shared use path proposes a new separated 10' wide shared use path, replacing or supplementing the existing gravel path, along the west side of the corridor. Additional improvements consist of a new vegetated buffer, signage, and illumination utility modifications, stormwater treatment facilities, and private property restoration. This alternative provides a widened shared use path for bicycles and pedestrians with physical separation/buffer from the roadway for safety.

Figure 4, at the end of the report, summarizes the criteria and considerations used to compare the alternatives discussed. Refer to Attachment 1 (Shared Use Path Alternatives Graphics) to see an overhead view of each alternative, the trees expected to be removed, potential impacts to hedges, and the alignment of the path. Typical cross-sections depict the improvements across the right of way and the relative impacts are noted.

The following describes the considerations and preliminary evaluation of the three alternatives.

1. Tree and Urban Forest Considerations

The draft tree condition assessment memo evaluated 560 trees within and adjacent to the ICW right of way (ROW) corridor. Overall, trees in the corridor display good resilience to the urban developed environment showing its ability to adapt changes with a hardy historic canopy, good biodiversity and native species dominance along the corridor. The composition of the planted trees is predominantly American Sycamore and English Oak, likely 40 to 70 years old. Both species are long-lived (200 years potentially) and tolerant of various environmental conditions. There are several Western Red Cedar along the east side of Island Crest Way and pockets of native trees exist along the west side of the roadway near Dragon Park, Island Crest Park, and along both sides of the roadway at Pioneer Park. Many of these native trees are impacted by the urban environment, showing die-back and poor long-term viability.

The conceptual design alternatives were developed with the intent to preserve as many healthy and exceptional trees as possible through small shifts in path alignment, separation from the roadway, and selective removal of smaller trees to preserve large healthy trees. Based on the canopy analysis in the draft memo and the preliminary layouts of the three alternatives, the separated bike lanes remove the largest portion of the tree canopy within the ROW, while the west side shared use path removes the least because creating 5' bike lanes with 2' buffers (14' total), widen the roadway prism and impact many of the existing trees located adjacent to the existing edge of roadway. The west side shared use path has more space to navigate around trees.

2. Impacts to adjacent parcels and ROW

There are fences, large hedges, utilities, and other improvements near the outer edges of the ICW right of way. The conceptual designs take these into consideration when evaluating path/sidewalk widths and alignments. The east side path alternative works its way in between hedges in or adjacent to the right of way on the east side of the path and trees on the west side, requiring a careful balance between tree removal (loss of canopy) in some places and significant hedge trimming or removal (loss of privacy screening) in other locations. East Side Option A shifts a portion of the path to the east to avoid several large trees but requires removal of several large hedges. These details will be refined during the formal design process. Easements or ROW acquisitions may be necessary at intersection corners, and along the Island Crest Park frontage. Specific easement and ROW needs will be assessed during final design.

3. Improved accessibility and function for pedestrians and bicyclists of all ages and abilities

The design guidance for the alternatives and considerations are as follows:

- FHWA Bikeway Selection Guidelines (2019)
https://safety.fhwa.dot.gov/ped_bike/tools_solve/docs/fhwasal8077.pdf
- WSDOT Design Manual Chapter 1515 Shared Use Path
<https://wsdot.wa.gov/publications/manuals/fulltext/M22-01/1515.pdf>
- WSDOT Design Manual Chapter 1520 Roadway Bike Facilities
<https://wsdot.wa.gov/publications/manuals/fulltext/M22-01/1520.pdf>

The guidelines encourage providing a separation between the roadway and pedestrian/bicycle facilities through either a horizontal buffer such as a planter strip, vertical curb or other appropriate means due to the vehicle volumes (15,000 – 16,000 vehicles/day) and posted speed limit (35mph).

4. Illumination considerations

The community survey results from the ICW Safety Study reflected the importance of illumination and visibility

for residents and users along ICW. The project team prepared a corridor illumination study to guide various opportunities to improve illumination and visibility in the corridor. Each illumination alternative presents different possibilities. The Separated Bike Lane alternative would require a completely new illumination system consistent with standard urban arterial roadway corridor illumination (e.g. SE 40th St, 84th Ave NE in Clyde Hill, Bellevue arterial streets, etc.). The East Side Shared Use Path presents an option to increase roadway illumination with roadway luminaires and install pedestrian scale luminaires on the back side of the pole for the pathway. The West Side Shared use Path could provide the same treatment as the east side; or it could install a separated pathway illumination system since the path is further separated from the roadway. West Side Shared use Path would need to supplement the existing illumination of the roadway to meet lighting level standards. Any of these alternatives could either be installed as part of shared use path construction or independently. Lighting levels are established by the WSDOT Design Manual Chapter 1040.

The Illumination study assessed the existing corridor, but it does not provide lighting analysis or levels for the shared use path options. According to the draft study, some intersections meet these requirements, but others do not. Intersection lighting will be improved as part of the crosswalk improvements at Island Crest Elementary, SE 62nd St, and SE 63rd St. Other intersections can be addressed as part of subsequent projects, or as standalone evaluations and installations.

Due to the lack of continuous lighting along the corridor, light level standards are not met for roadway segment lighting and pedestrian lighting throughout the entire corridor. Continuous roadway lighting and pedestrian lighting is recommended due to collision history and pedestrian utilization during non-daylight hours. Pedestrian safety can be further improved by providing a separated shared-use path with appropriate pedestrian scale lighting.

5. Stormwater Management

Stormwater management will need to be incorporated into the project to comply with stormwater regulations. The existing ICW corridor presents an opportunity to capture and treat pollution generating runoff from the roadway. Removing pollutants from stormwater runoff has been proven to enhance local and downstream natural environments. Low Impact Development options may include open channels, rain gardens, or bioretention swales to remove pollutants onsite prior infiltrating into the ground or entering the piped conveyance system. Downstream of ICW, the runoff travels through various piped or open conveyance systems and discharges into Lake Washington.

6. Utility Impacts

Underground and above-ground utilities exist within the ICW corridor including water, sewer, stormwater, power, cable tv, fiber optic, and phone. Utility coordination, relocations, and adjustments will be required in all three alternatives. Due to the nature of the separated bike lane alternative and the required widening of the roadway prism, drainage systems, communication systems, power, and water will all be impacted and require relocations. The east side shared use path has less impacts, likely limited to power, communication, and drainage modifications. The west side shared use path has the least utility impacts, due to its greater separation from the roadway, but will still require drainage, water, and power modifications.

7. Implementation

The project team considered how each alternative could be implemented and identified potential impacts to existing uses along the corridor. The Separated Bike Lane alternative requires extensive corridor reconstruction for the widened roadway prism and new pedestrian facilities. This will cause significant disruption to vehicle movement and pedestrian movement throughout the corridor. The East and West Side Shared use Path

alternatives allow function of the roadway and opposite side pedestrian facilities to remain in use during construction. The East Side alternative does present more challenges as it replaces the existing paved walkway within the corridor.

8. Funding opportunities and Total Project Costs

Several outside funding opportunities are viable sources to supplement the City’s investment in enhancing this corridor. The team has identified the sources below as primary candidates:

- Transportation Improvement Board (TIB) Urban Arterial Program and Active Transportation Program
- WSDOT Pedestrian and Bicycle Grant and Safe Routes to School Grant
- Department of Ecology Water Quality Grants

The team performed preliminary project funding evaluations using 2024 dollars inclusive of construction, preliminary and final design, construction management, administration, construction inspection, and City administration for each alternative. Right of Way acquisition is not included in this cost evaluation. The preliminary total project cost estimate for the Separated Bike Lane Alternative has a range of \$12M - \$14M. The preliminary project cost estimate for the East Side Shared use Path has a range of \$3.5M - \$6M. The preliminary project cost estimate for the West Side Shared use Path has a range of \$3M - \$5.5M. Should the City secure federal funding for the desired alternative the project could increase by up to 20% to cover the additional administrative rigor required of the City, consultant and contractor to comply with grant requirements.

In summary, each alternative presents opportunities, and challenges. Challenges include tree preservation, pedestrian and vehicle impacts during construction, private property screening impacts, utility relocations, and construction costs. Opportunities include improving safety throughout the corridor, stormwater management, improved pedestrian and bicycle accessibility and function, improved lighting and traffic calming. This is a complex project that requires tradeoffs, balancing the need to improve safety in the corridor while retaining the beloved urban forest, minimizing other impacts, and doing so at an affordable cost. Table 1 and Figure 5 depict the three alternatives and their relative impacts on each other on key factors to be considered.

Table 1: Alternatives Summary Table

Alternative	New Impervious Surface	Utility Impacts	Trees Removed	Tree Canopy Removed	Drainage Mods	Vehicle Impacts (const. stage)	Ped Impacts (const. stage)	Const. Cost (order of magnitude)
Separated Bike Lane	~70,000sf	med	110 to 120	~40%	high	high	med	high
East Side Path	~15,000sf	high	85 to 99	~34%	med	low	high	med
East Side Path (Option A)	~15,000sf	high	70 to 85	~30% to ~32%	med	low	high	med
West Side Path	~24,000sf	low	75 to 94	~28%	low	low	low	med

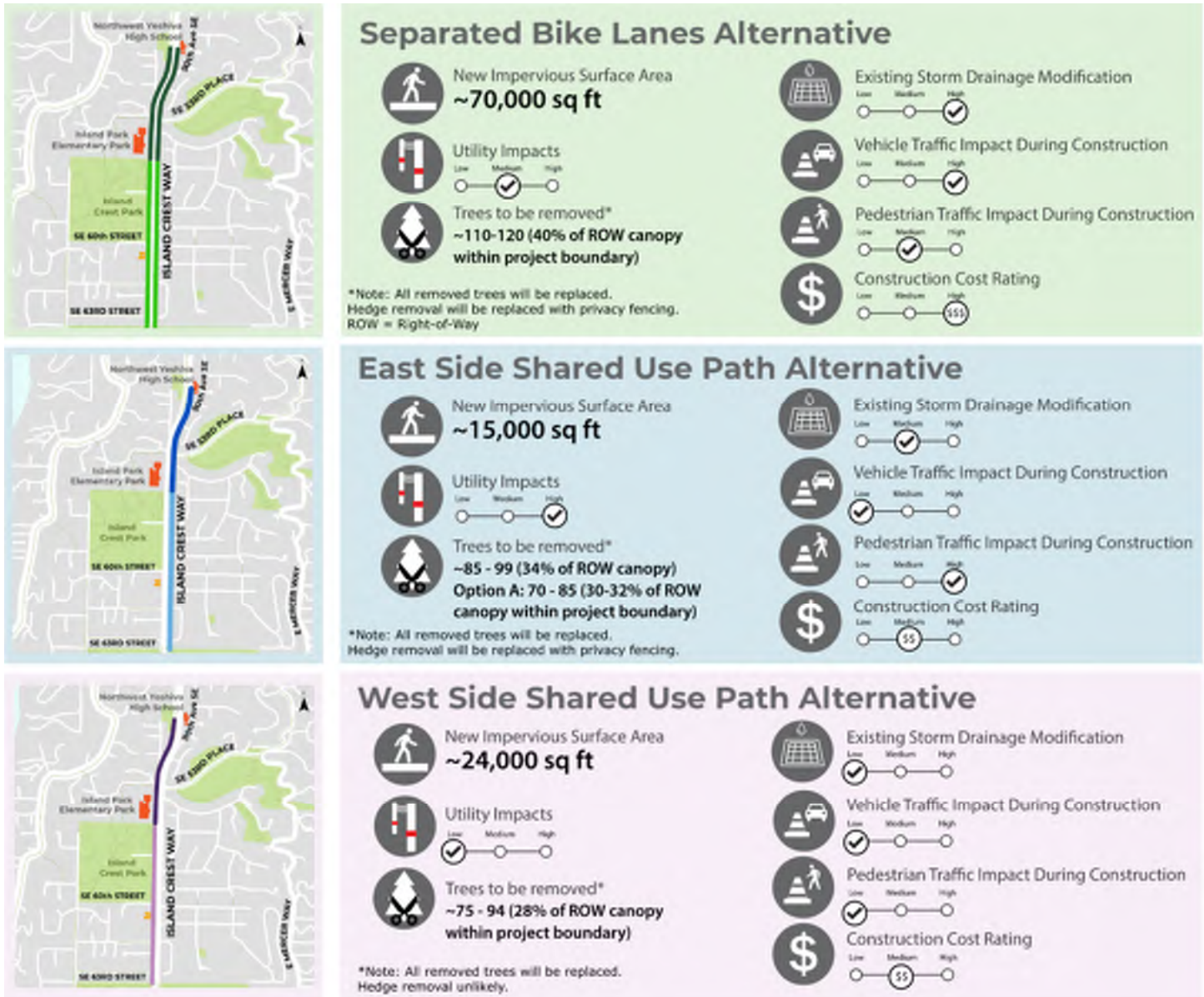


Figure 5: Alternative Summary Table

**ATTACHMENT #1
SHARED USE PATH CONCEPTUAL
DESIGN REPORT SUPPORTING
GRAPHICS**

PHOTO SIMULATIONS

SEPARATED BIKE LANE PHOTO SIMULATION



EAST SIDE SHARED USE PATH PHOTO SIMULATION

Item 11.



OPTION A - SE 59TH ST TO ISLAND CREST ELEM



WEST SIDE SHARED USE PATH PHOTO SIMULATION



CROSS SECTIONS

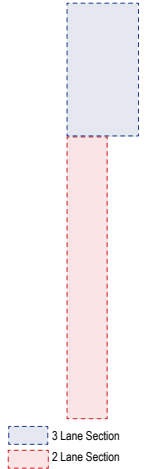
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS



Separated Bike Lane Layout - Two Lane Section
Looking North



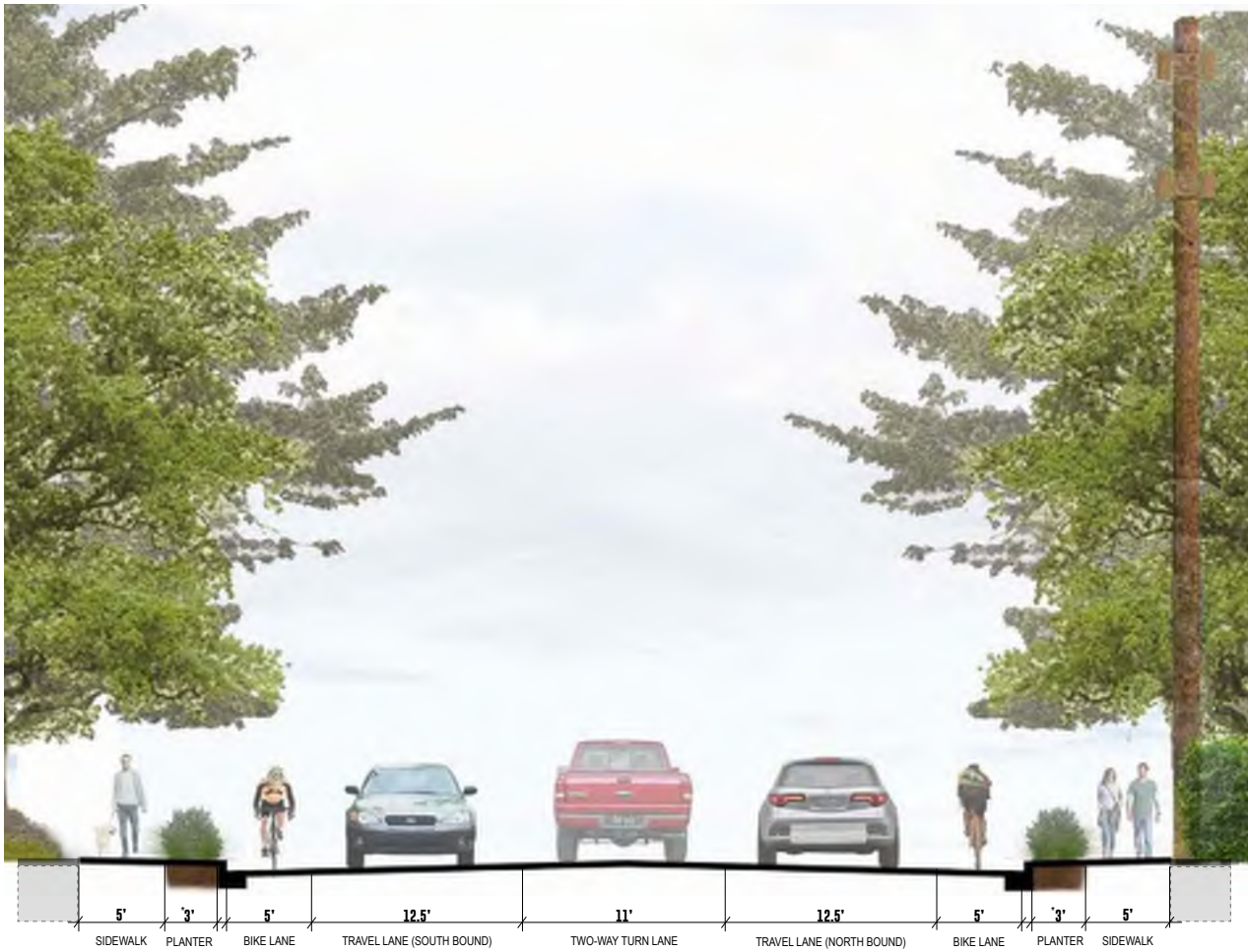
Context Map



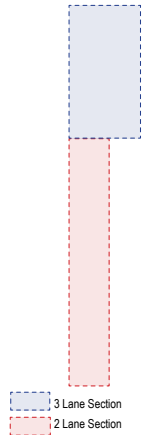
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS



Bike Lane Layout - Three Lane Section
Looking North



Context Map



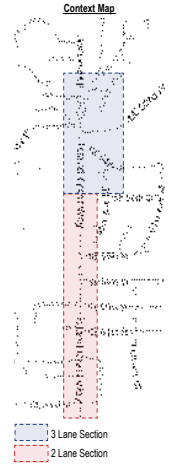
 3 Lane Section
 2 Lane Section

* width varies



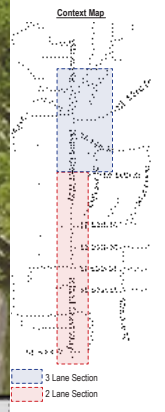
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS

East Side Shared-Used Path Layout - Two Lane Section
Looking North



OPTION A - SE 59TH ST TO ISLAND CREST ELEM

* width varies



* width varies

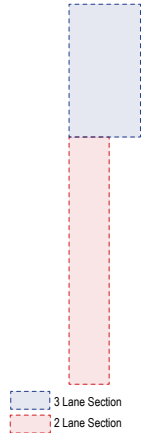
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS



East Side Shared-Used Path Layout - Three Lane Section
Looking North



Context Map

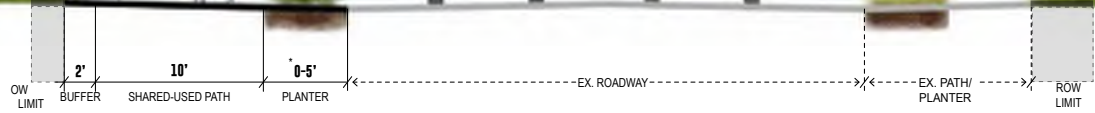


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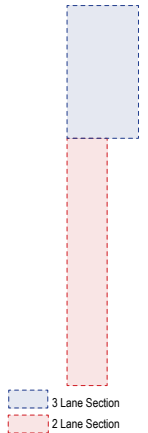
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS



West Side Shared-Used Path Layout - Two Lane Section
Looking North



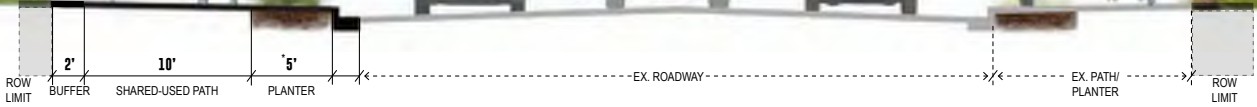
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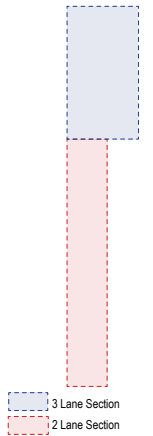
ISLAND CREST WAY CORRIDOR ANALYSIS | TYPICAL SECTIONS



West Side Shared-Used Path Layout - Three Lane Section
Looking North



Context Map

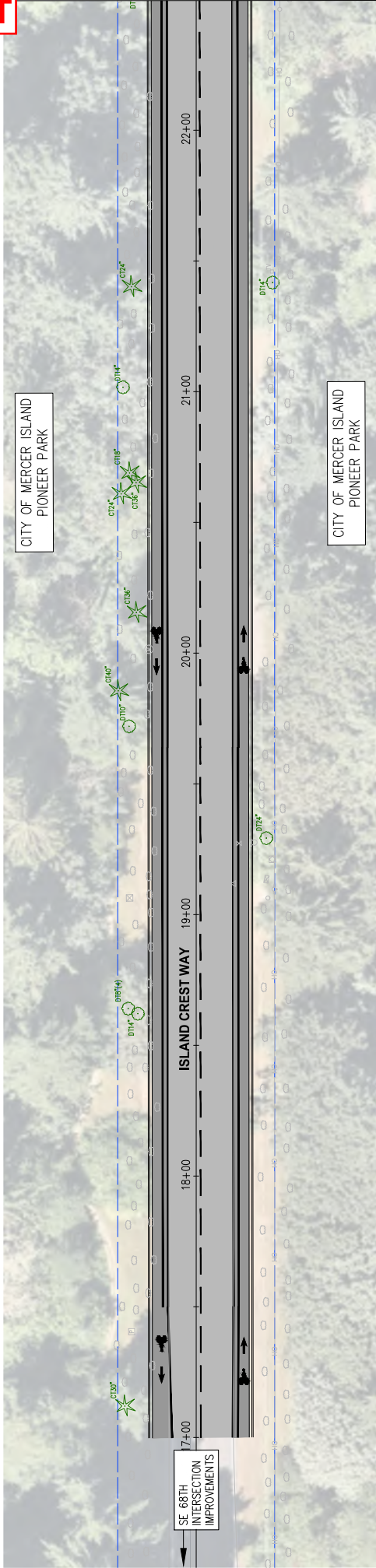


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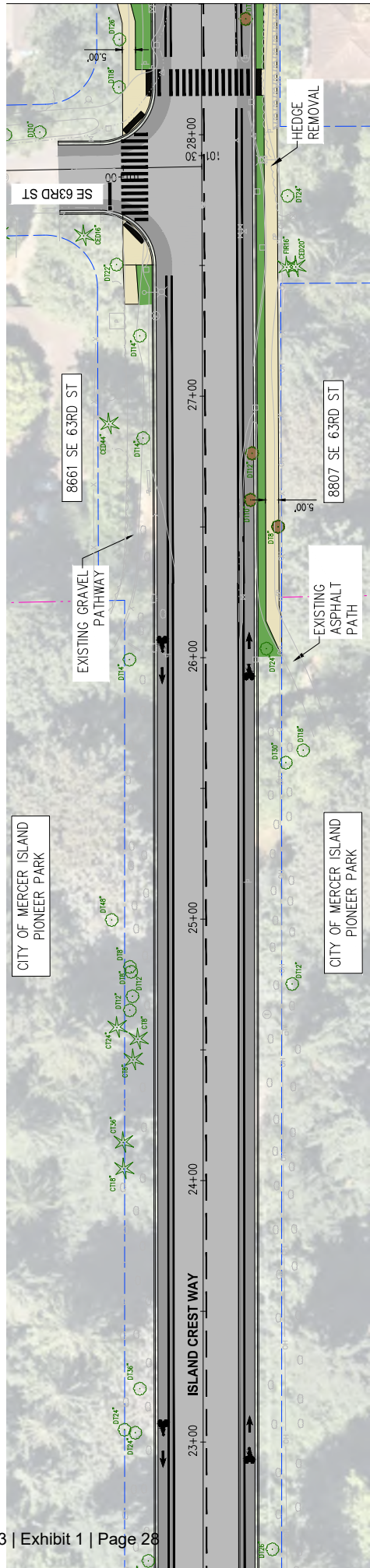
CONCEPTUAL PLAN LAYOUT SEPARATED BIKE LANE

DRAFT

MATCH LINE STA 22+50 THIS SHEET



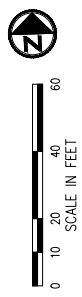
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MATCH LINE STA 28+50 SHEET 2

LEGEND

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- CONCRETE DRIVEWAY
- PLANTER AREA
- NEW ASPHALT PAVEMENT
- ASPHALT OVERLAY
- DETECTABLE WARNING SURFACE
- ANTICIPATED TREE REMOVAL
- RIGHT OF WAY BOUNDARY
- PROPERTY BOUNDARY



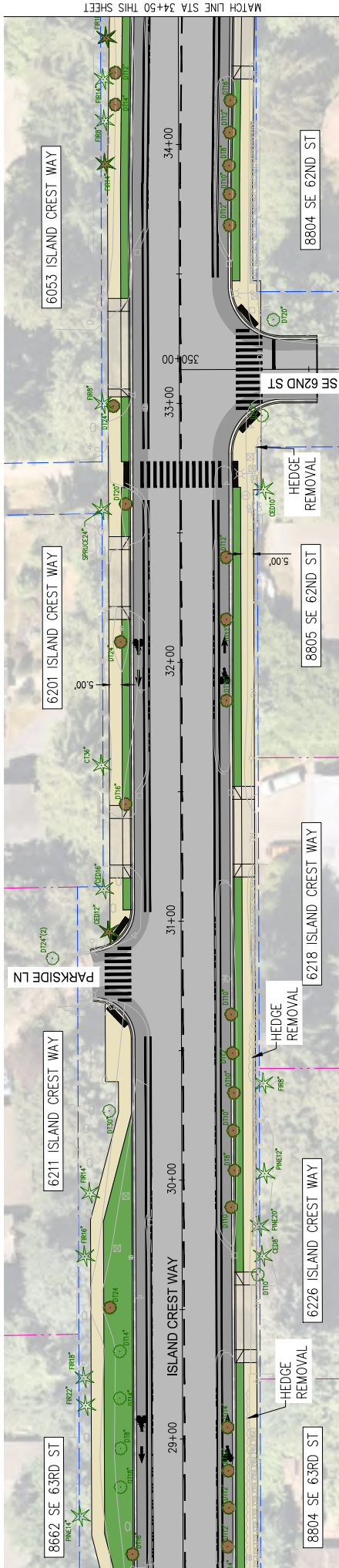
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ALTERNATIVE**

SHEET 1 OF 5

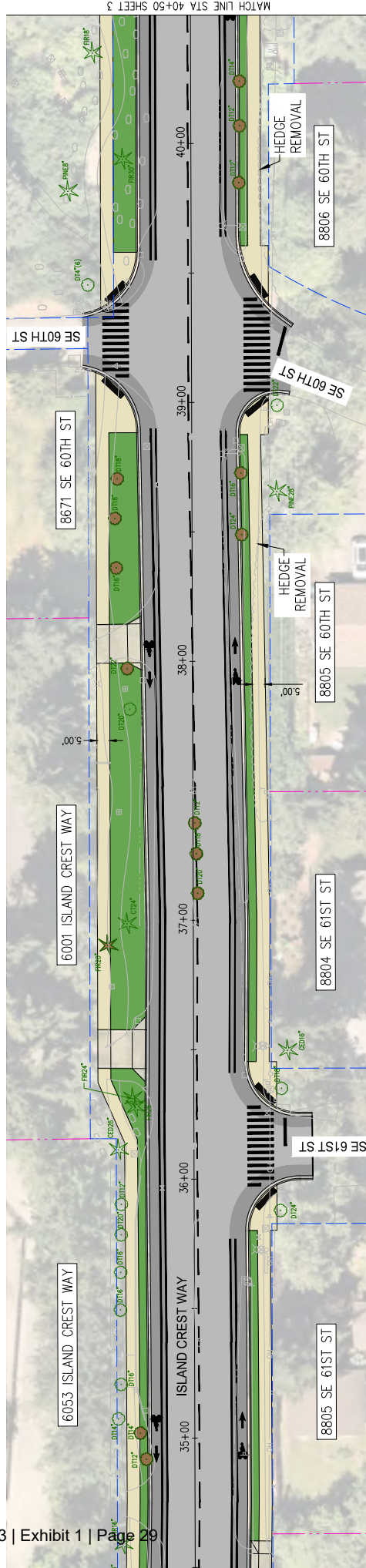
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 -INDIVIDUAL PROPERTY IMPACT GRAPHICS MAY BE SUPPLIED UPON WRITTEN REQUEST TO CITY PROJECT MANAGER



Item 11.

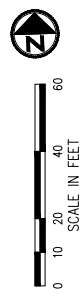


MATCH LINE STA 28+50 SHEET 1



MATCH LINE STA 34+50 THIS SHEET

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 - ANTICIPATED TREE REMOVAL
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 - PROPERTY BOUNDARY



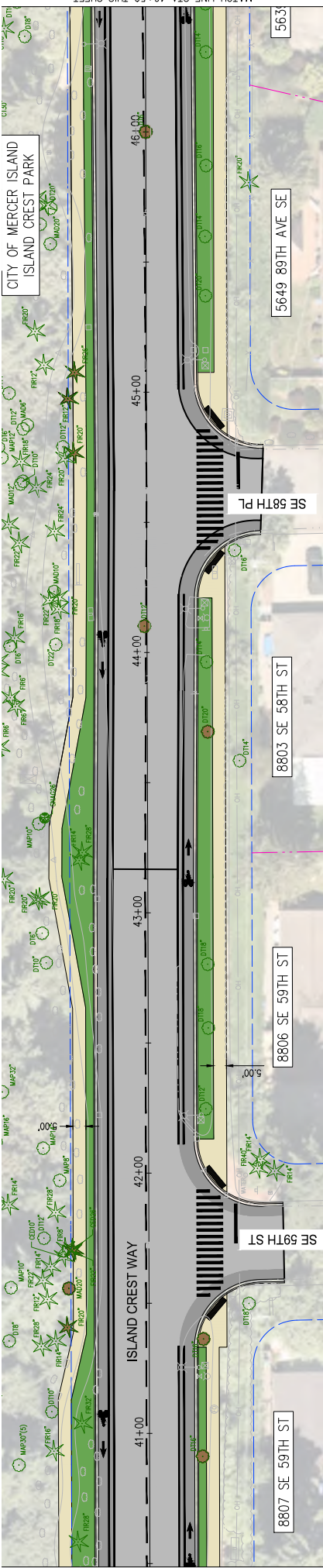
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ALTERNATIVE**

SHEET 2 OF 5

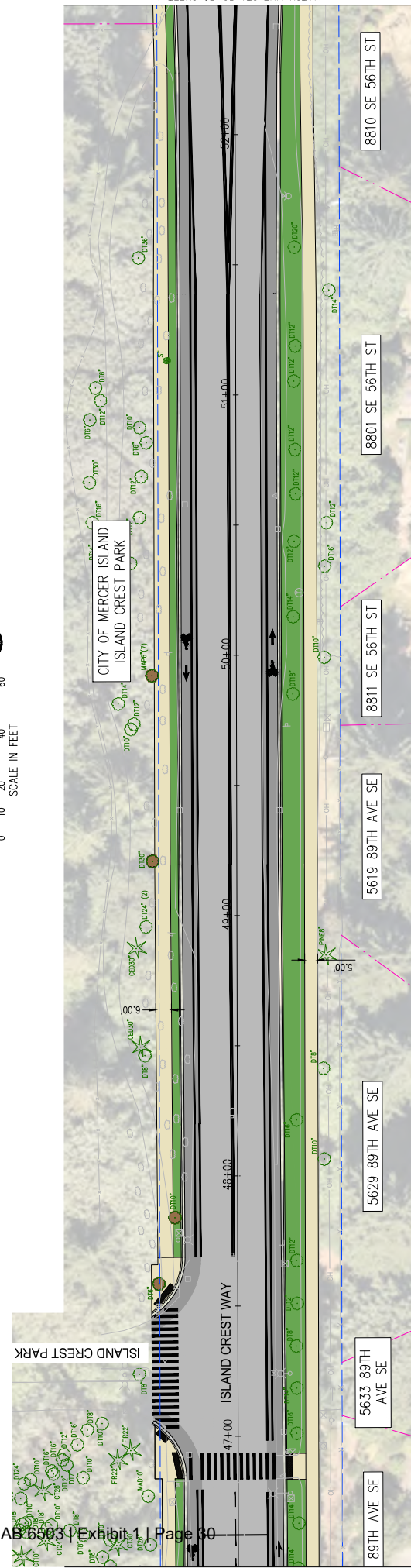
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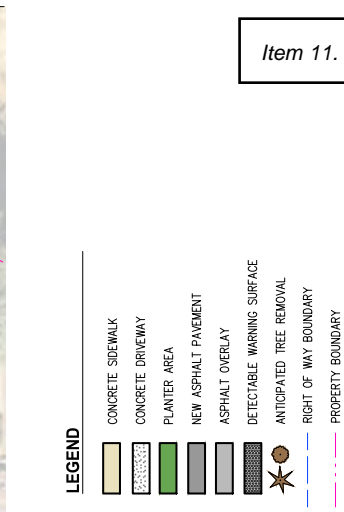
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MATCH LINE STA 40+50 SHEET 2



MATCH LINE STA 46+50 THIS SHEET

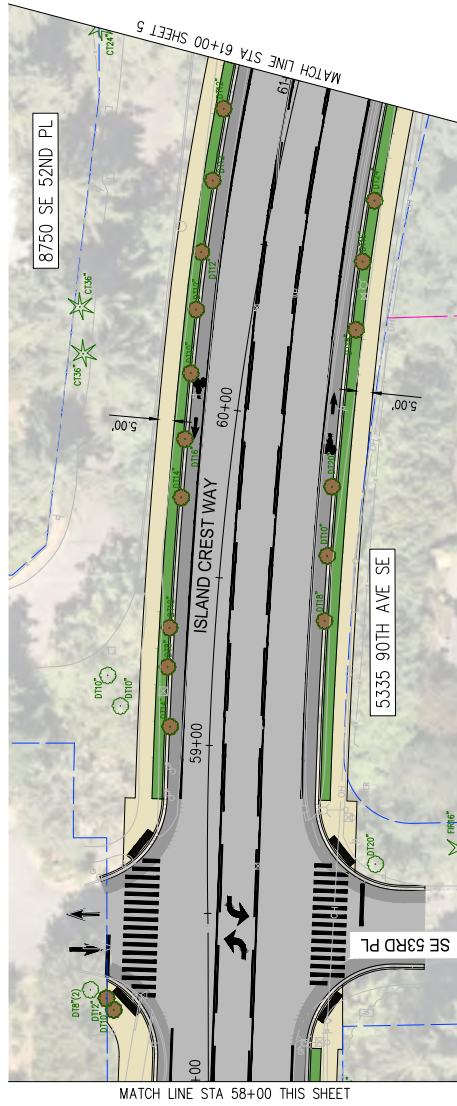
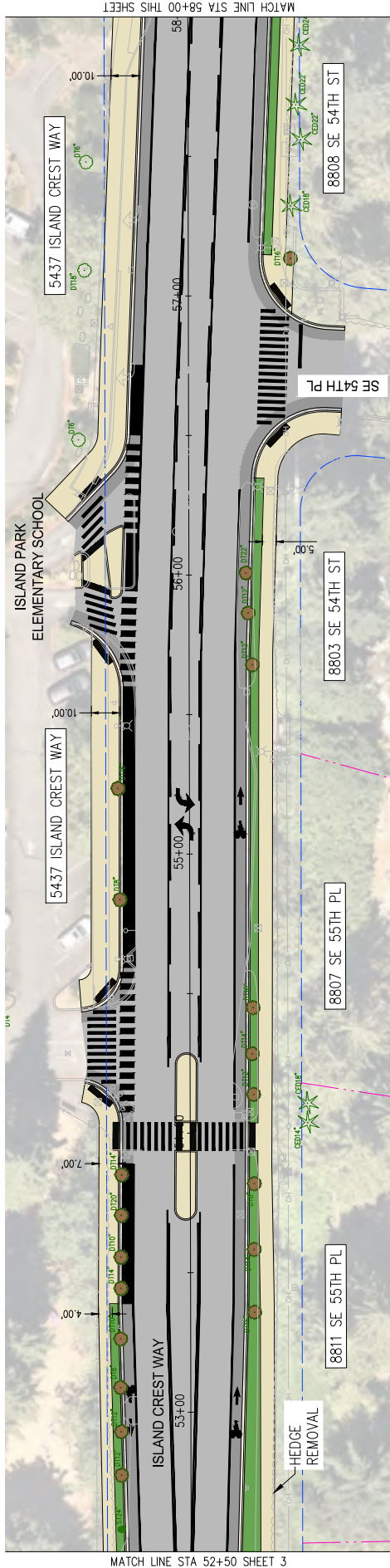


DRAFT CONCEPTUAL BIKE LANE ALTERNATIVE
SHEET 3 OF 5

NOTES:
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- INDIVIDUAL PROPERTY IMPACT GRAPHICS MAY BE SUPPLIED UPON WRITTEN REQUEST TO CITY PROJECT MANAGER



Item 11.



LEGEND

	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
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	RIGHT OF WAY BOUNDARY
	PROPERTY BOUNDARY

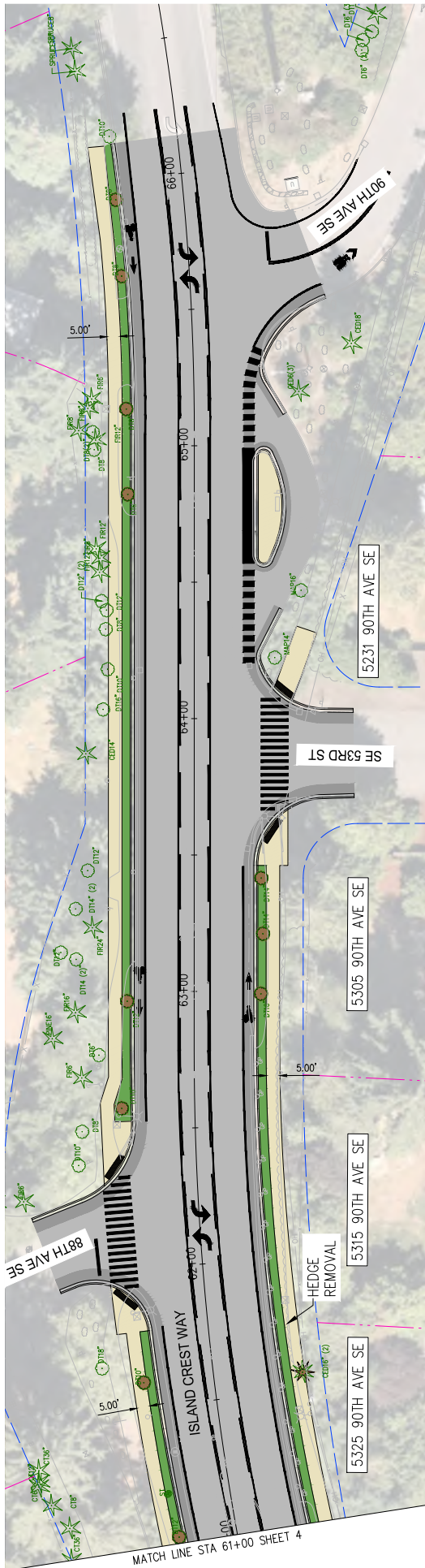
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SHEET 4 OF 5

NOTES:

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- INDIVIDUAL PROPERTY IMPACT GRAPHICS MAY BE SUPPLIED UPON WRITTEN REQUEST TO CITY PROJECT MANAGER





MATCH LINE STA 61+00 SHEET 4

LEGEND

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- CONCRETE DRIVEWAY
- PLANTER AREA
- NEW ASPHALT PAVEMENT
- ASPHALT OVERLAY
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- ANTICIPATED TREE REMOVAL
- RIGHT OF WAY BOUNDARY
- PROPERTY BOUNDARY

DRAFT CONCEPTUAL BIKE LANE ALTERNATIVE

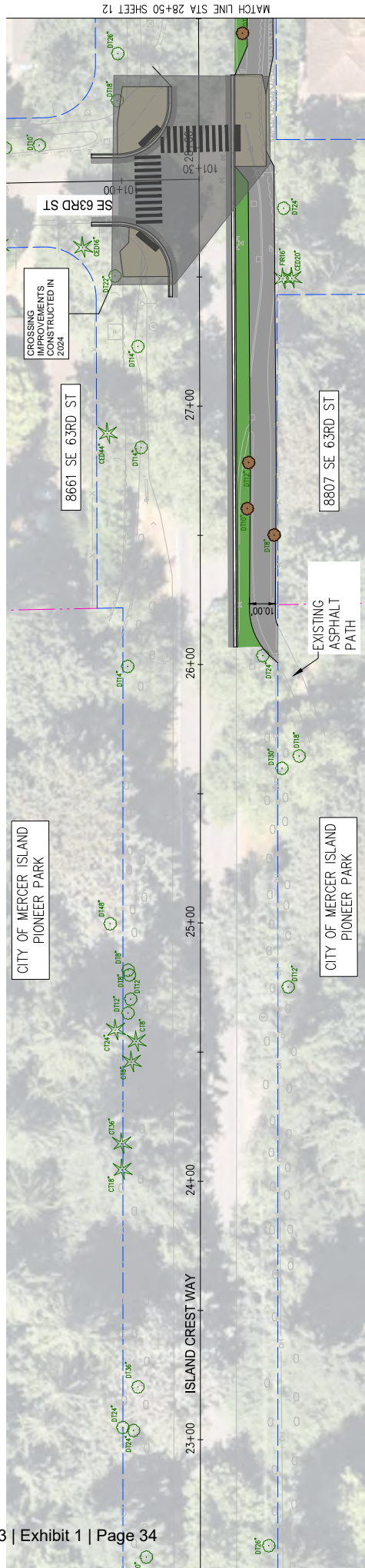
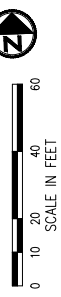
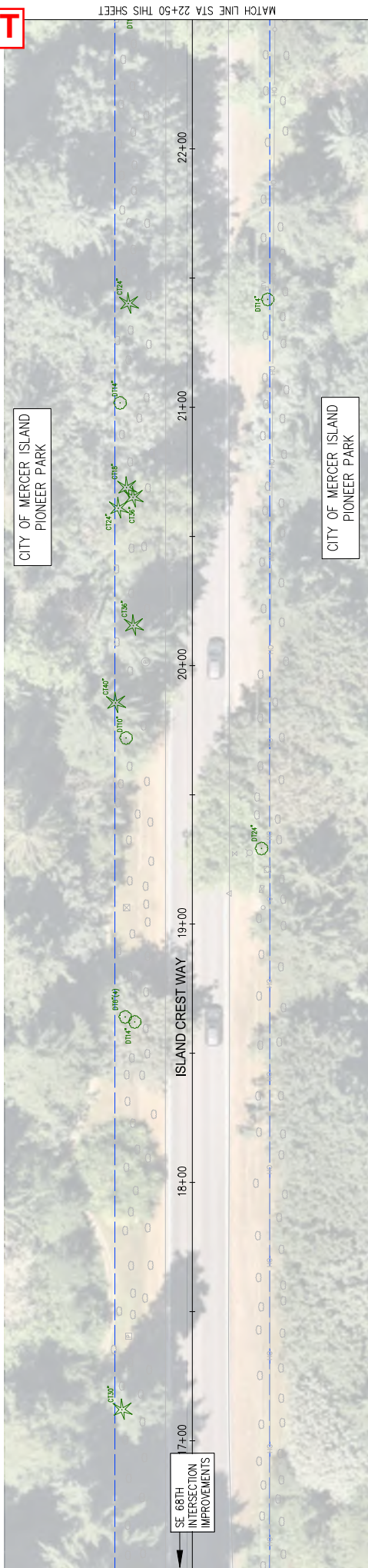
SHEET 5 OF 5

NOTES:

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- INDIVIDUAL PROPERTY IMPACT GRAPHICS MAY BE SUPPLIED UPON WRITTEN REQUEST TO CITY PROJECT MANAGER



CONCEPTUAL PLAN LAYOUT EAST SIDE SHARED USE PATH



- LEGEND**
- CONCRETE SIDEWALK
 - CONCRETE DRIVEWAY
 - PLANTER AREA
 - NEW ASPHALT PAVEMENT
 - ASPHALT OVERLAY
 - DETECTABLE WARNING SURFACE
 - ANTICIPATED TREE REMOVAL
 - RIGHT OF WAY BOUNDARY
 - PROPERTY BOUNDARY

DRAFT CONCEPTUAL EAST-SIDE SHARED USE PATH ALTERNATIVE

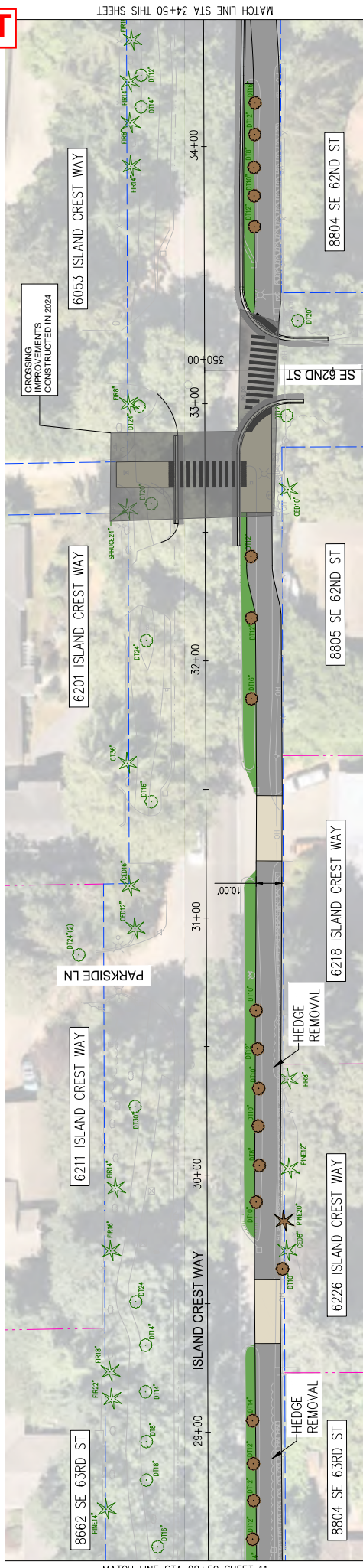
SHEET 1 OF 5

- NOTES:**
- ALL TREES ANTICIPATED FOR REMOVAL SHALL BE REVIEWED AND EVALUATED THROUGH FINAL DESIGN
 - INDIVIDUAL PROPERTY IMPACT GRAPHICS MAY BE SUPPLIED UPON WRITTEN REQUEST TO CITY PROJECT MANAGER

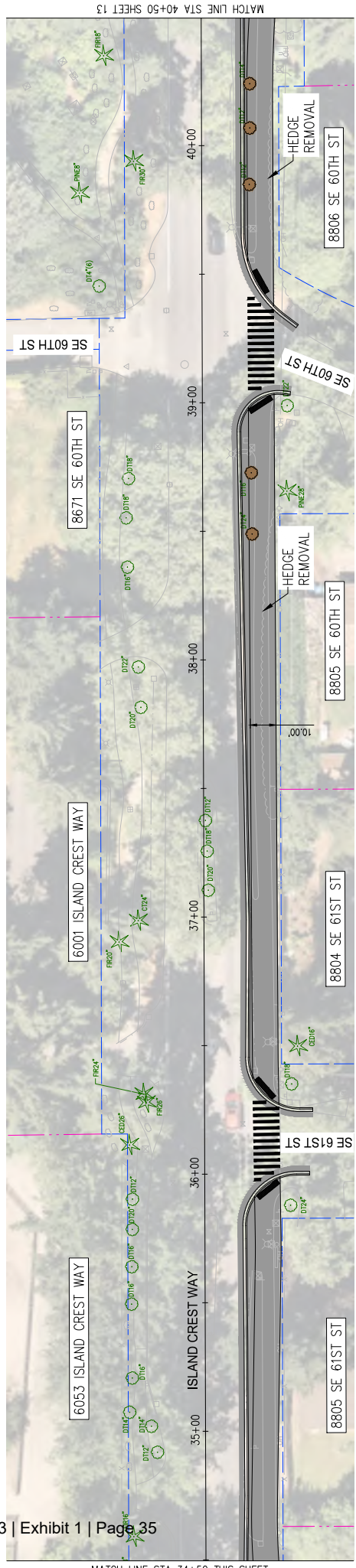


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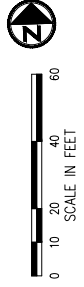
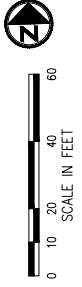
135



MATCH LINE STA 28+50 SHEET 11



MATCH LINE STA 34+50 THIS SHEET



LEGEND

- CONCRETE SIDEWALK
- CONCRETE DRIVEWAY
- PLANTER AREA
- NEW ASPHALT PAVEMENT
- ASPHALT OVERLAY
- DETECTABLE WARNING SURFACE
- ANTICIPATED TREE REMOVAL
- RIGHT OF WAY BOUNDARY
- PROPERTY BOUNDARY

DRAFT CONCEPTUAL EAST-SIDE SHARED USE PATH ALTERNATIVE

SHEET 2 OF 5

NOTES

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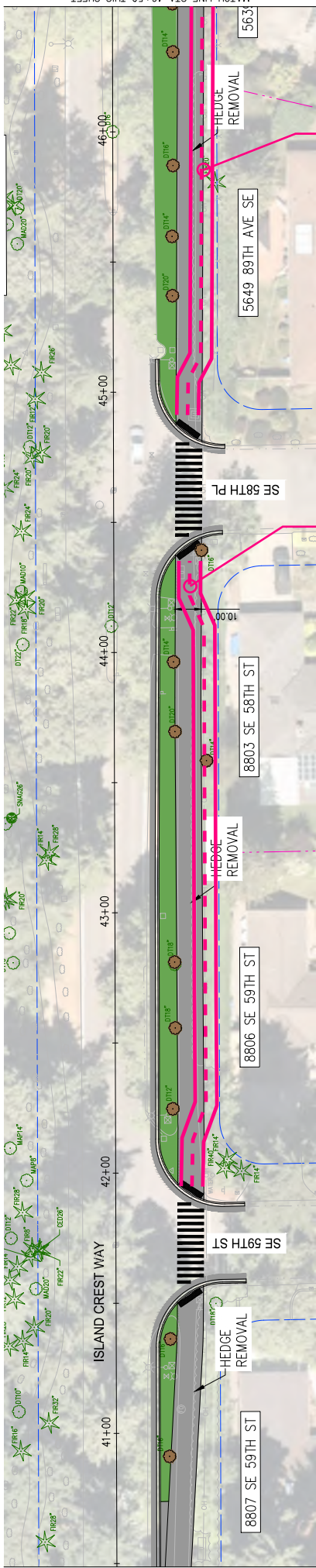


Item 11.

MATCH LINE STA 34+50 THIS SHEET

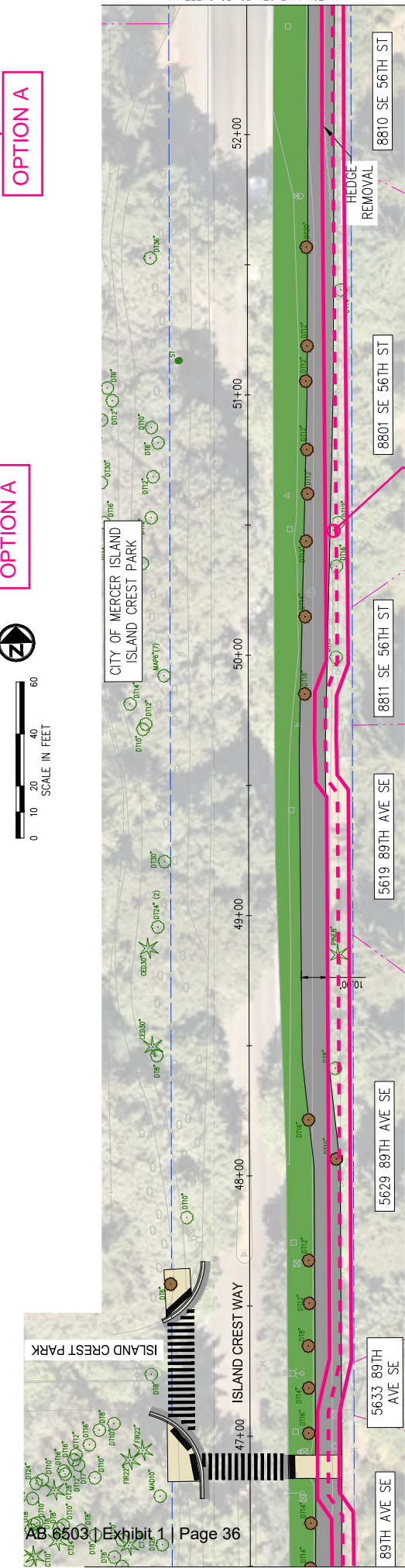
MATCH LINE STA 40+50 SHEET 13

DRAFT



MATCH LINE STA 40+50 SHEET 12

MATCH LINE STA 46+50 THIS SHEET



MATCH LINE STA 46+50 THIS SHEET

MATCH LINE STA 52+50 SHEET 14

OPTION A

OPTION A

- LEGEND**
- CONCRETE SIDEWALK
 - CONCRETE DRIVEWAY
 - PLANTER AREA
 - NEW ASPHALT PAVEMENT
 - ASPHALT OVERLAY
 - DETECTABLE WARNING SURFACE
 - ANTICIPATED TREE REMOVAL
 - RIGHT OF WAY BOUNDARY
 - PROPERTY BOUNDARY

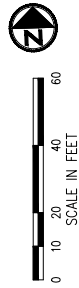
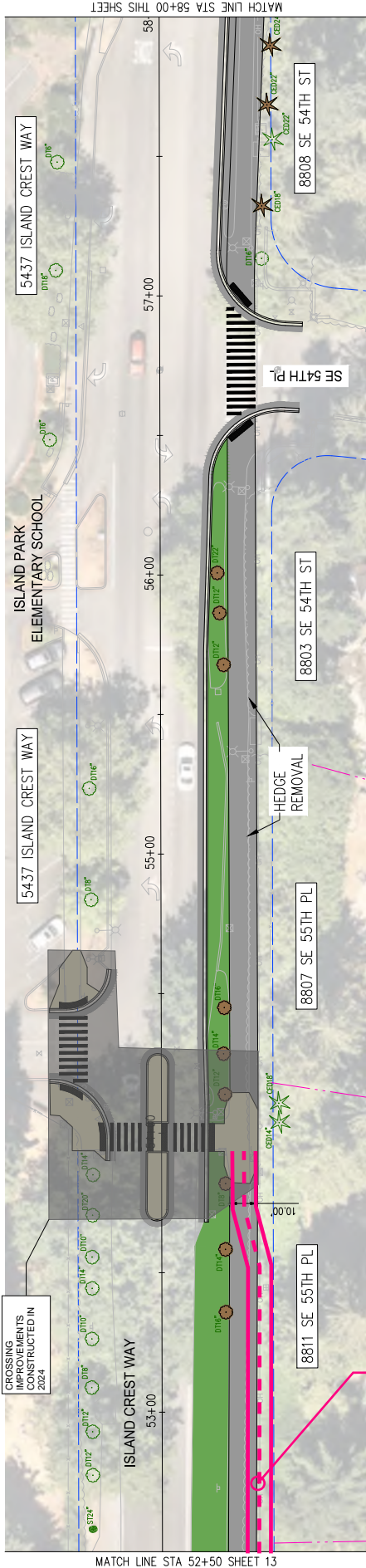
**DRAFT CONCEPTUAL EAST-SIDE SHARED USE PATH
ALTERNATIVE**

SHEET 3 OF 5

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Item 11.



LEGEND

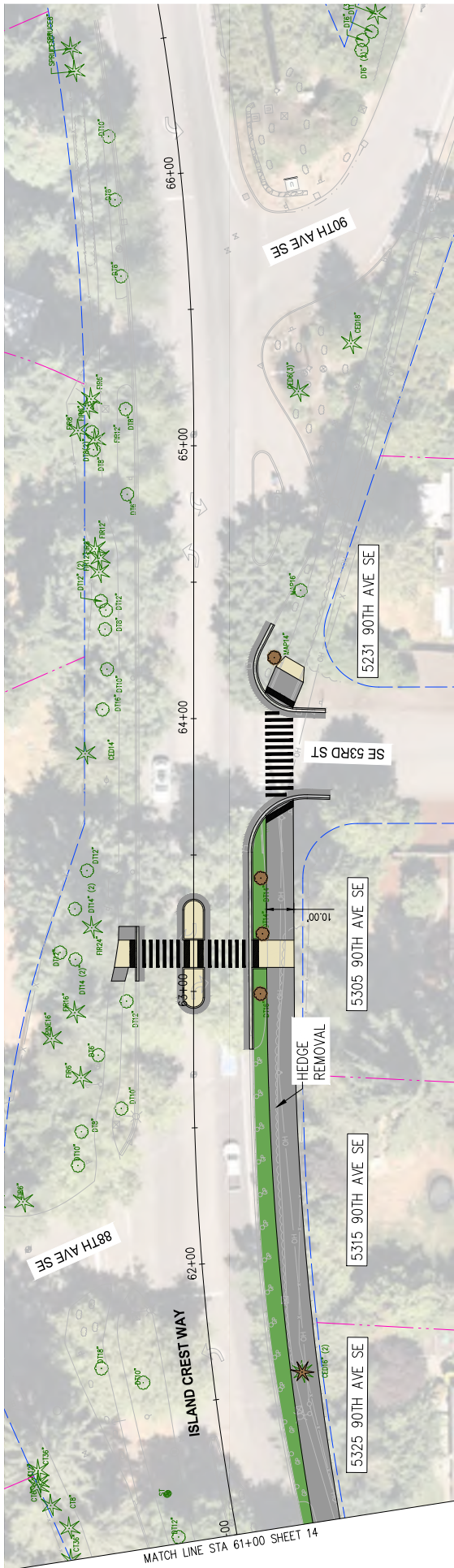
	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
	ANTICIPATED TREE REMOVAL
	RIGHT OF WAY BOUNDARY
	PROPERTY BOUNDARY

**DRAFT CONCEPTUAL EAST-SIDE SHARED USE PATH
ALTERNATIVE**

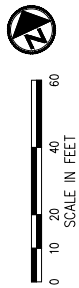
SHEET 4 OF 5

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MATCH LINE STA 61+00 SHEET 14



LEGEND

	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
	ANTICIPATED TREE REMOVAL
	RIGHT OF WAY BOUNDARY
	PROPERTY BOUNDARY

**DRAFT CONCEPTUAL EAST-SIDE SHARED USE PATH
ALTERNATIVE**

SHEET 5 OF 5

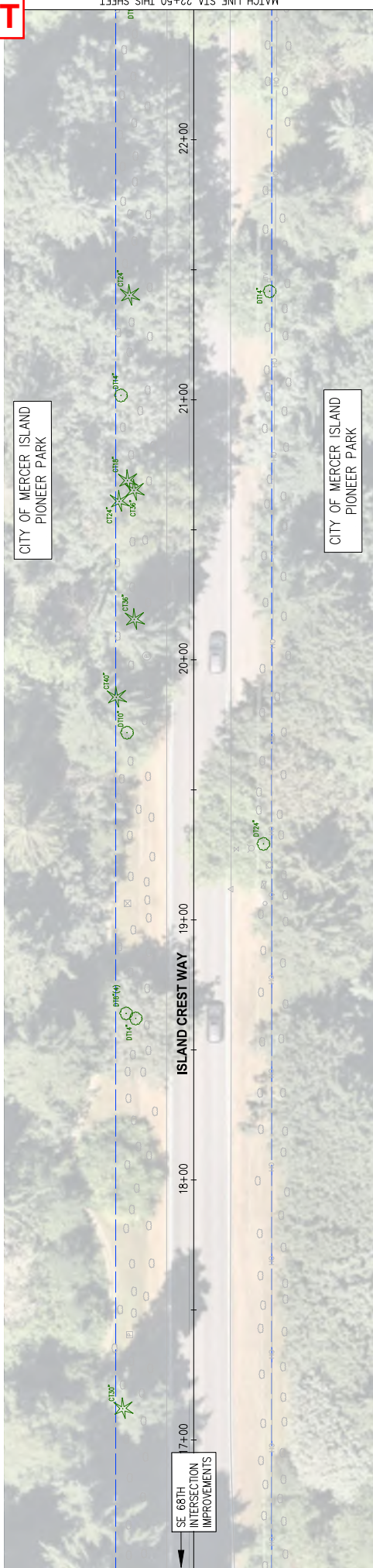
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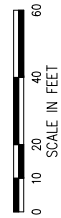
CONCEPTUAL PLAN LAYOUT WEST SIDE SHARED USE PATH

DRAFT

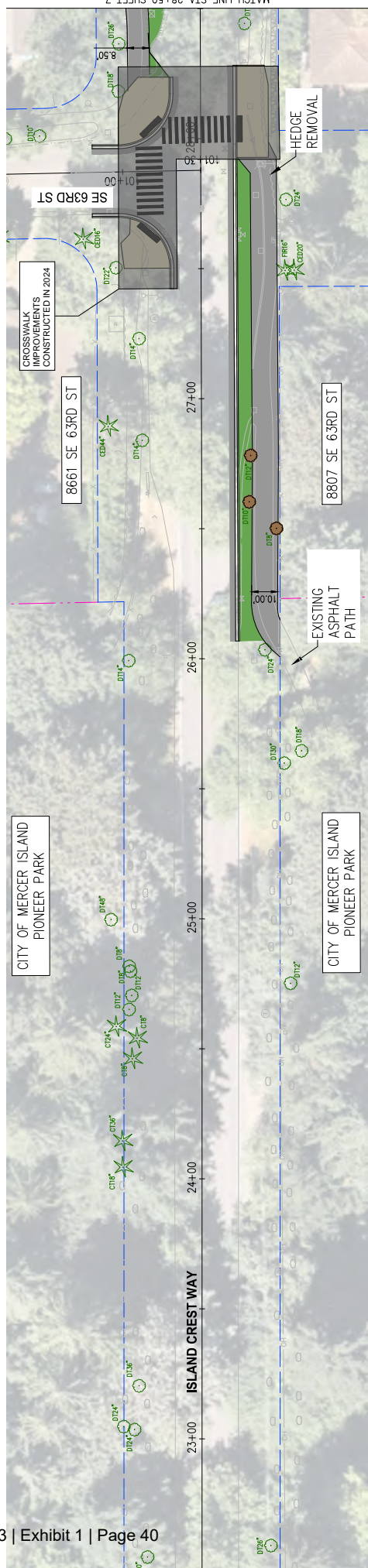
140



MATCH LINE STA 22+50 THIS SHEET



AB 6503 | Exhibit 1 | Page 40



MATCH LINE STA 28+50 SHEET 7



LEGEND

- CONCRETE SIDEWALK
- CONCRETE DRIVEWAY
- PLANTER AREA
- NEW ASPHALT PAVEMENT
- ASPHALT OVERLAY
- DETECTABLE WARNING SURFACE
- ANTICIPATED TREE REMOVAL
- RIGHT OF WAY BOUNDARY
- PROPERTY BOUNDARY

DRAFT CONCEPTUAL WEST-SIDE SHARED USE PATH ALTERNATIVE

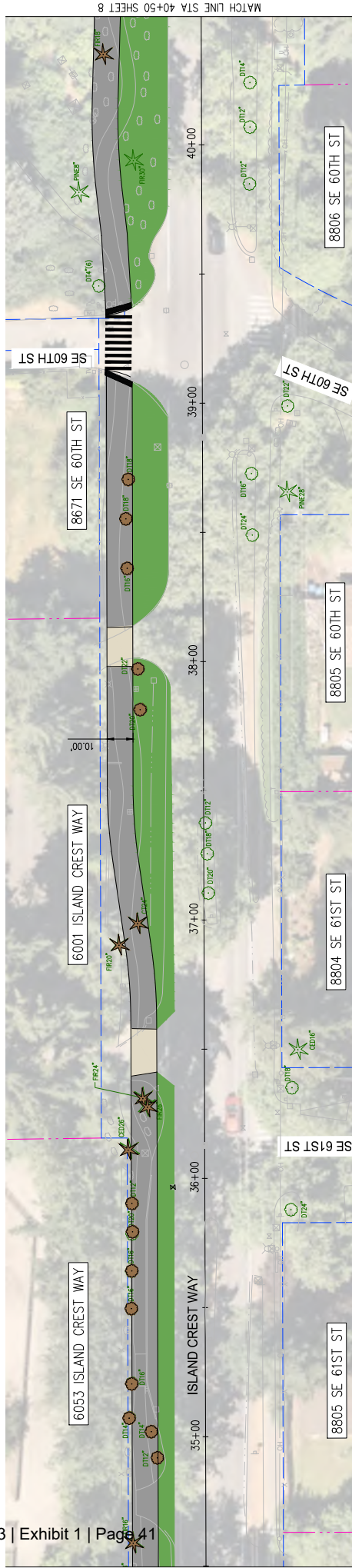
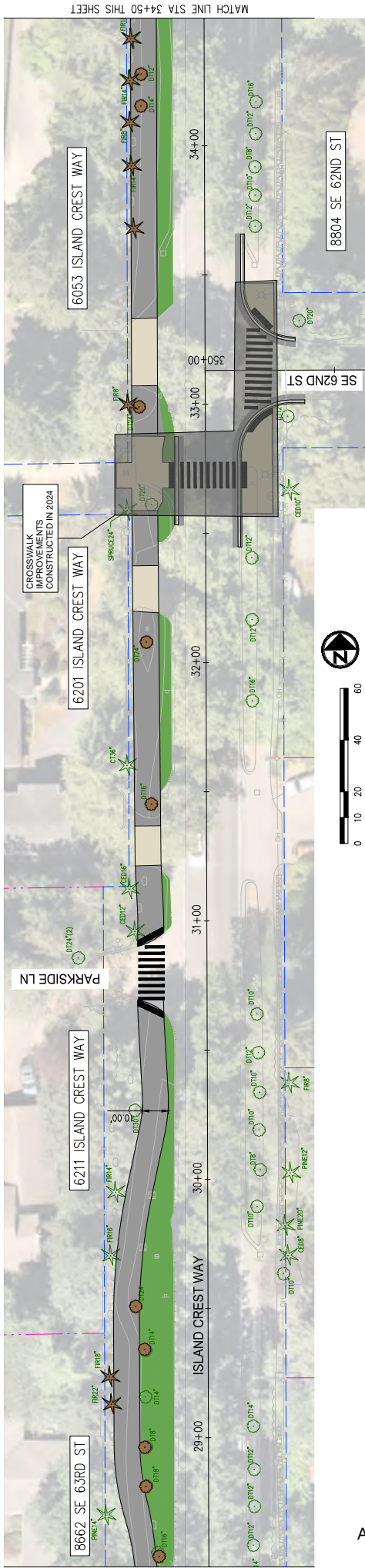
SHEET 1 OF 5

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Item 11.



LEGEND

	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
	ANTICIPATED TREE REMOVAL
	RIGHT OF WAY BOUNDARY
	PROPERTY BOUNDARY

**DRAFT CONCEPTUAL WEST-SIDE SHARED USE PATH
ALTERNATIVE**

SHEET 2 OF 5

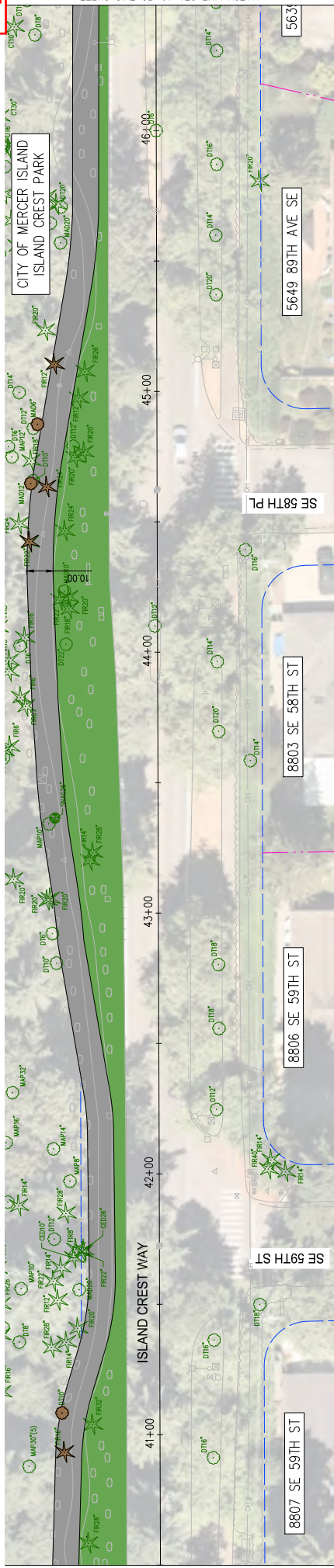
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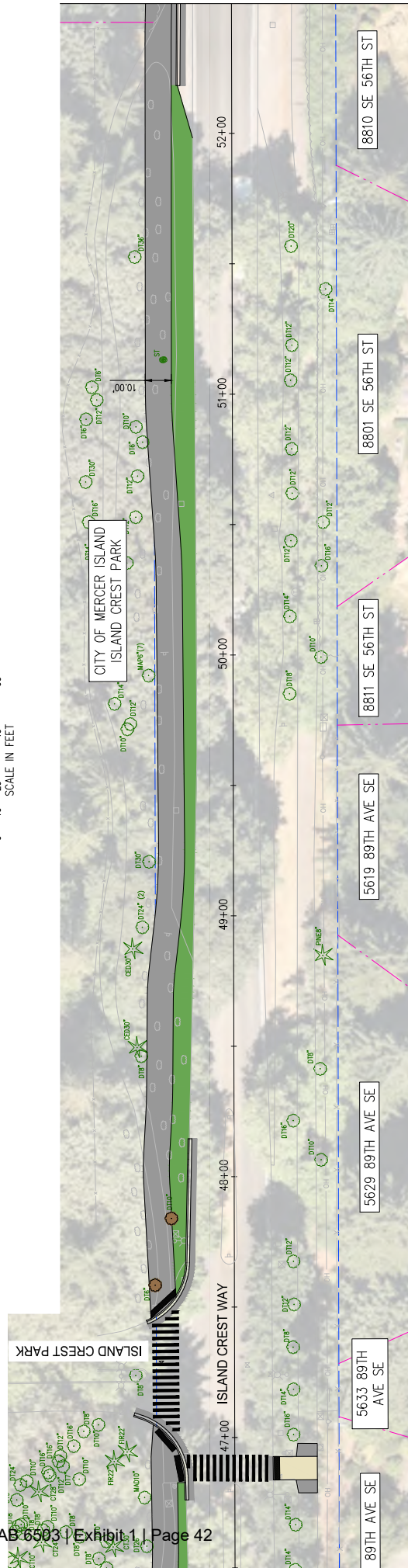
DRAFT

MATCH LINE STA 46+50 THIS SHEET



MATCH LINE STA 40+50 SHEET 7

MATCH LINE STA 52+50 SHEET 9



MATCH LINE STA 46+50 THIS SHEET

LEGEND

- CONCRETE SIDEWALK
- CONCRETE DRIVEWAY
- PLANTER AREA
- NEW ASPHALT PAVEMENT
- ASPHALT OVERLAY
- DETECTABLE WARNING SURFACE
- ANTICIPATED TREE REMOVAL
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DRAFT CONCEPTUAL WEST-SIDE SHARED USE PATH

ALTERNATIVE

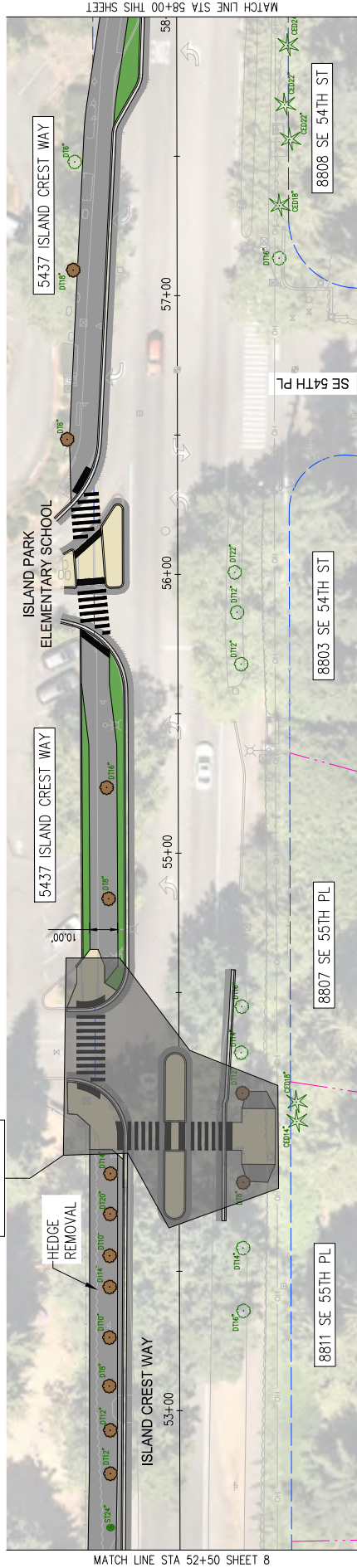
SHEET 3 OF 5

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Item 11.



LEGEND

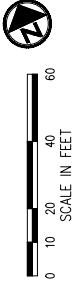
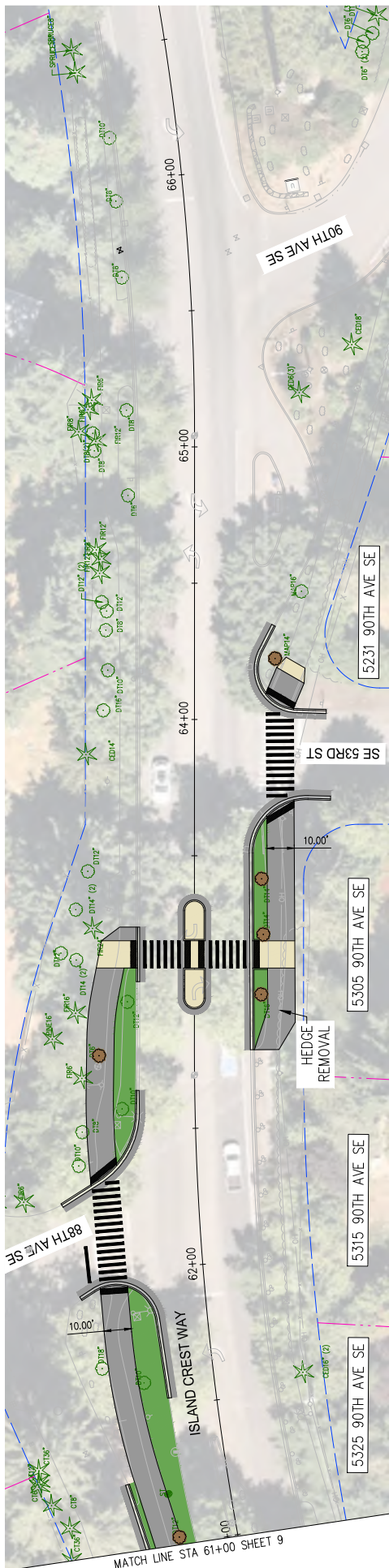
	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
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	PROPERTY BOUNDARY

DRAFT CONCEPTUAL WEST-SIDE SHARED USE PATH ALTERNATIVE

SHEET 4 OF 5

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LEGEND

	CONCRETE SIDEWALK
	CONCRETE DRIVEWAY
	PLANTER AREA
	NEW ASPHALT PAVEMENT
	ASPHALT OVERLAY
	DETECTABLE WARNING SURFACE
	ANTICIPATED TREE REMOVAL
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	PROPERTY BOUNDARY

**DRAFT CONCEPTUAL WEST-SIDE SHARED USE PATH
ALTERNATIVE**

SHEET 5 OF 5

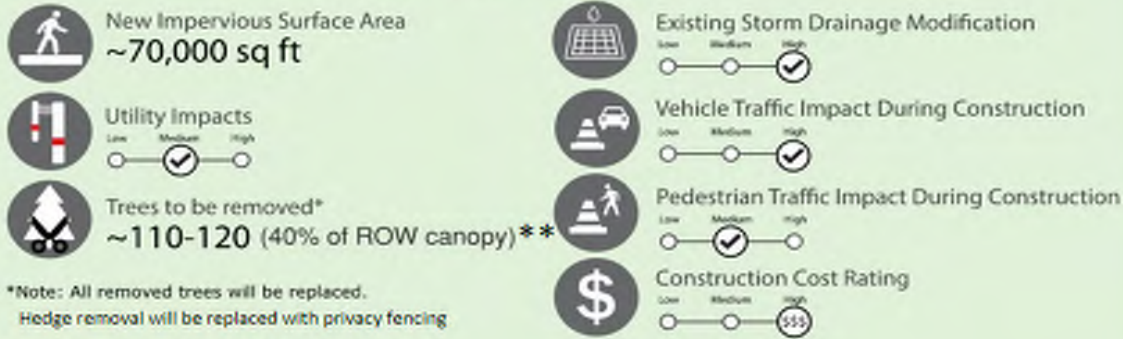
- NOTES:**
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ALTERNATIVE SUMMARY INFORMATION



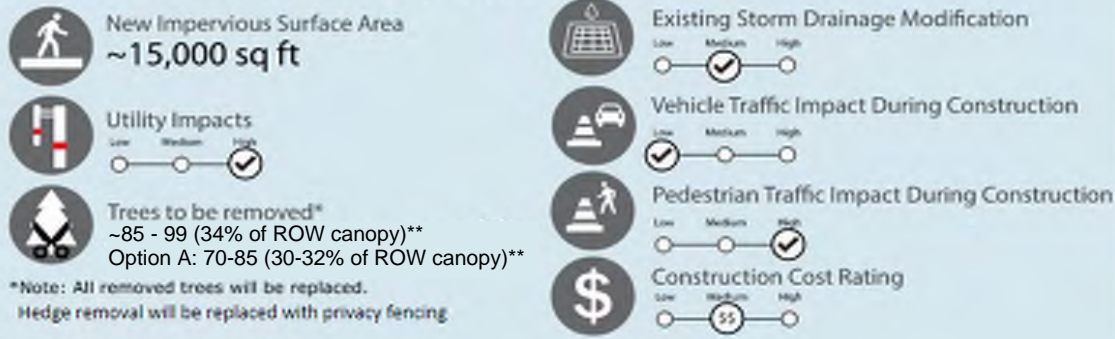
Separated Bike Lanes Alternative



**within project boundary



East Side Shared use Path Alternative



**within project boundary



West Side Shared use Path Alternative

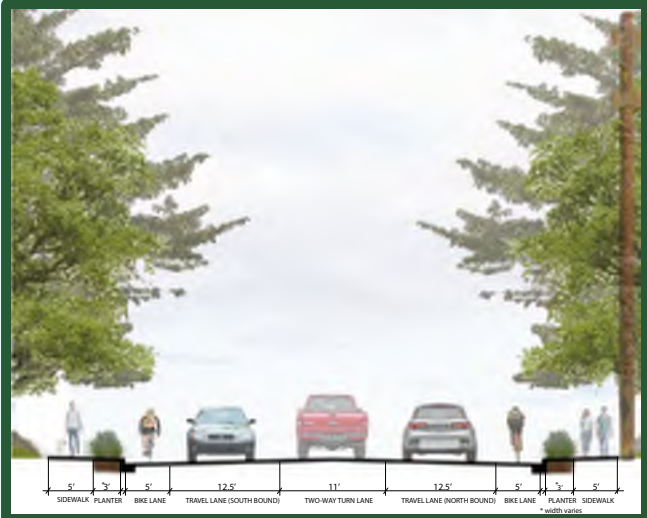


**within project boundary

SEPARATED BIKE LANE

SE 47TH STREET

Item 11.



- Legend**
- School
 - Place of Worship
 - Commercial
 - Park
 - Existing Trail

Separated Bike Lanes Alternative

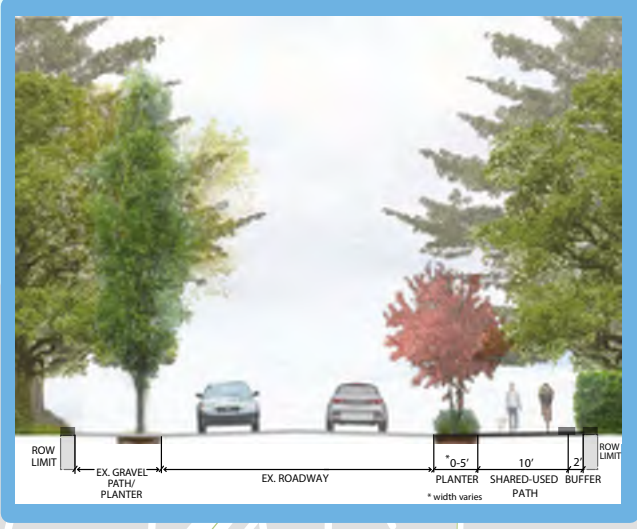
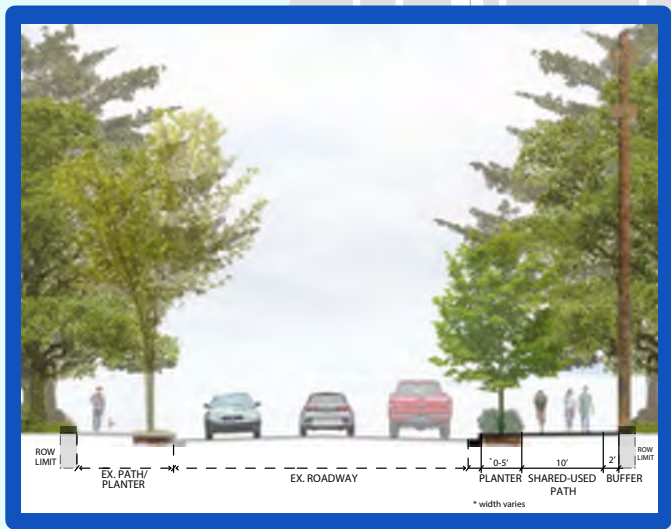
- New Impervious Surface Area
~70,000 sq ft
- Utility Impacts
Low Medium High
- Trees to be removed*
~110-120 (40% of ROW canopy within project boundary)

- Existing Storm Drainage Modification
Low Medium High
- Vehicle Traffic Impact During Construction
Low Medium High
- Pedestrian Traffic Impact During Construction
Low Medium High
- Construction Cost Rating
Low Medium High

*Note: All removed trees will be replaced.
Hedge removal will be replaced with privacy fencing.
ROW = Right-of-Way

SE 47TH STREET

Item 11.



ISLAND CREST WAY

EMERSON WAY

Island Crest Park

Pioneer Park

SE 63RD STREET

SE 68TH STREET

Legend

- School
- Place of Worship
- Commercial
- Park
- Existing Trail

East Side Shared Use Path Alternative



New Impervious Surface Area
~15,000 sq ft



Utility Impacts
Low Medium High



Trees to be removed*
~85 - 99 (34% of ROW canopy)
Option A: 70 - 85 (30-32% of ROW canopy within project boundary)



Existing Storm Drainage Modification
Low Medium High



Vehicle Traffic Impact During Construction
Low Medium High



Pedestrian Traffic Impact During Construction
Low Medium High



Construction Cost Rating
Low Medium High

*Note: All removed trees will be replaced. Hedge removal will be replaced with privacy fencing.

SE 47TH STREET

Item 11.



- Legend**
- School
 - Place of Worship
 - Commercial
 - Park
 - Existing Trail

West Side Shared Use Path Alternative

- New Impervious Surface Area**
~24,000 sq ft
- Utility Impacts**
Low Medium High
- Trees to be removed***
~75 - 94 (28% of ROW canopy within project boundary)

- Existing Storm Drainage Modification**
Low Medium High
- Vehicle Traffic Impact During Construction**
Low Medium High
- Pedestrian Traffic Impact During Construction**
Low Medium High
- Construction Cost Rating**
Low Medium High

*Note: All removed trees will be replaced. Hedge removal unlikely.



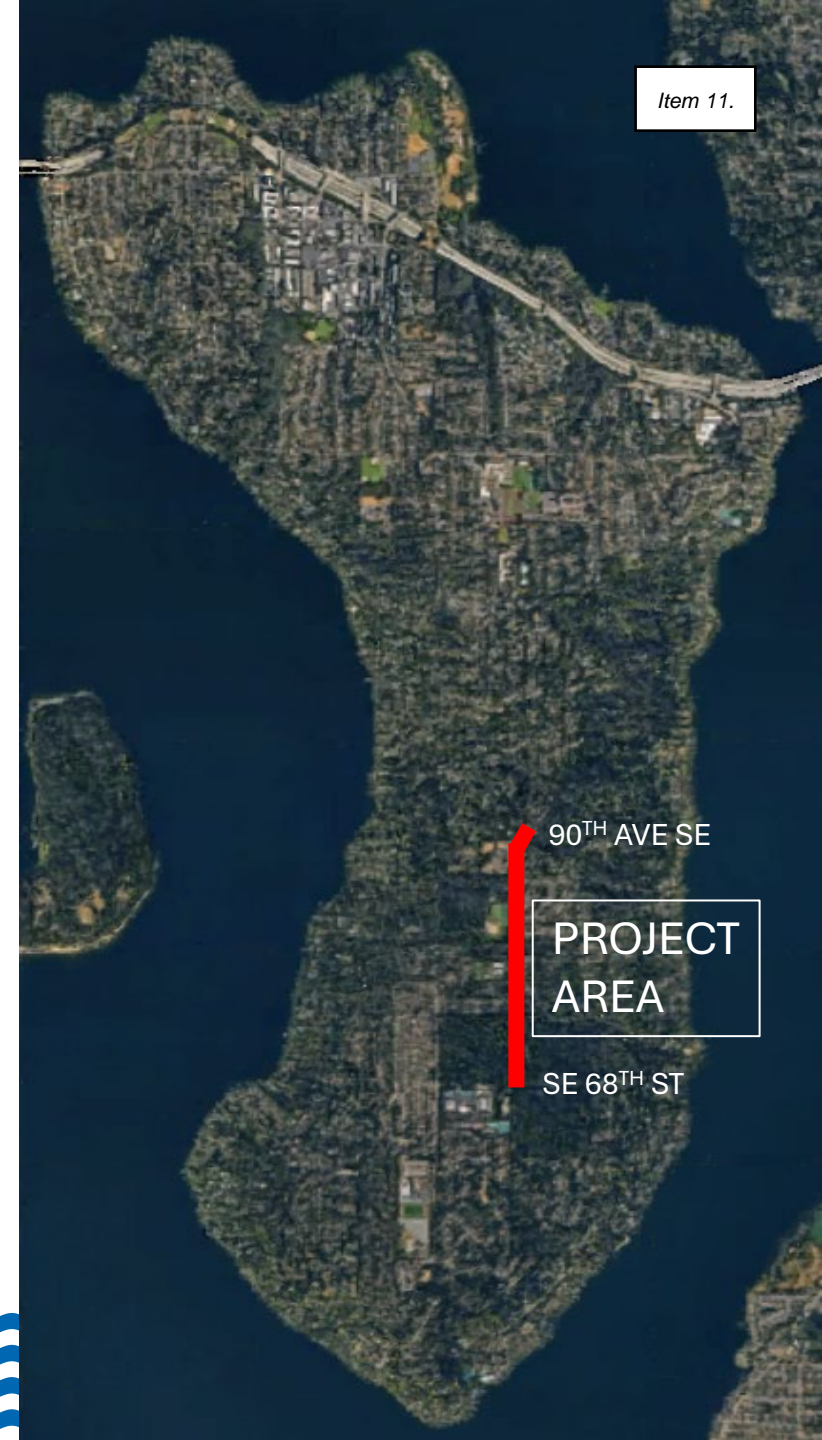
Island Crest Way Shared Use Path Preferred Alternative (AB6503)



06/18/2024

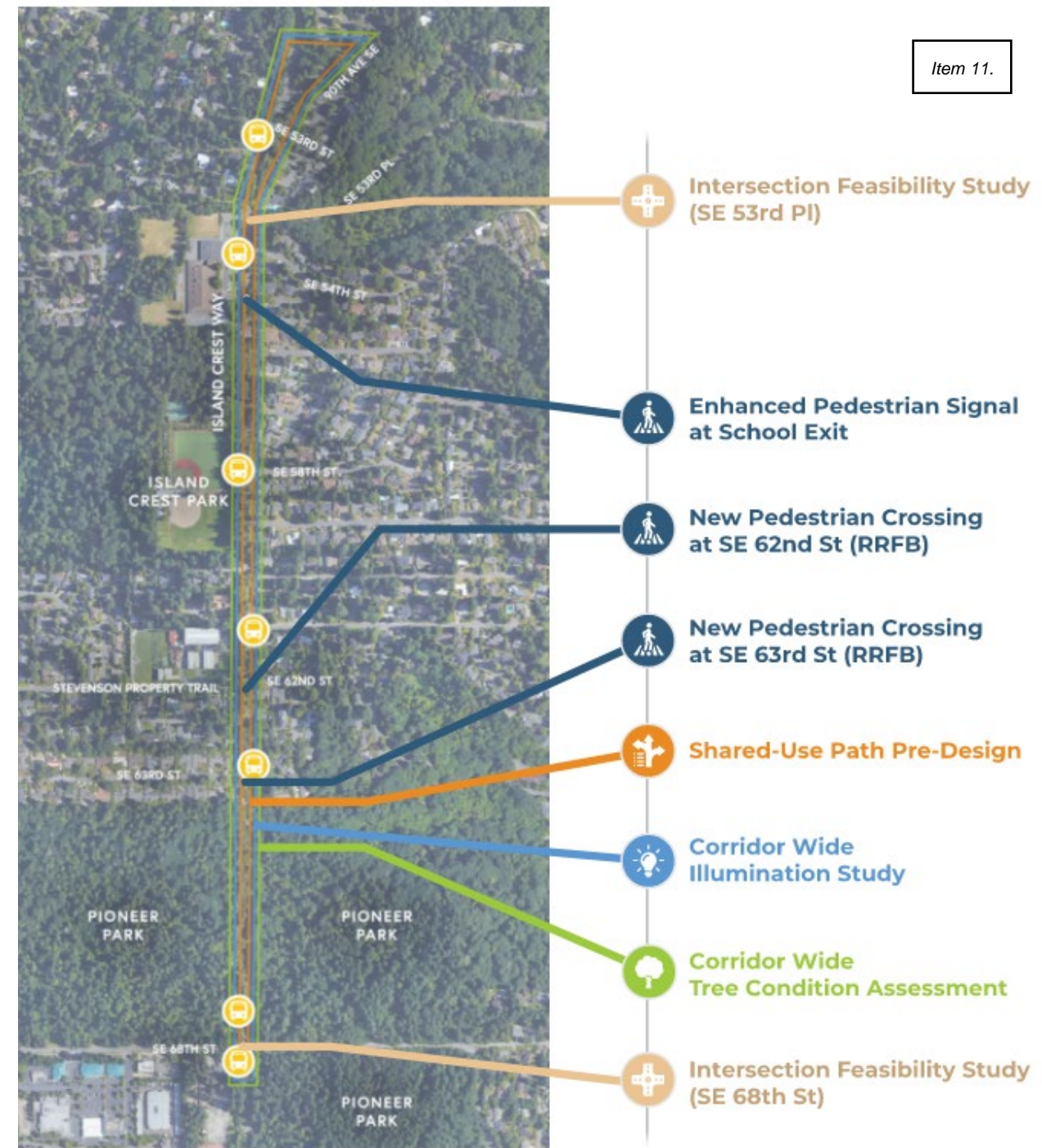
Presentation Overview

- Corridor Study Components
- Brief Review of Shared Use Path Alternatives from AB6421
- Staff Recommendation
- City Council questions & discussion, selection of preferred shared use path alternative



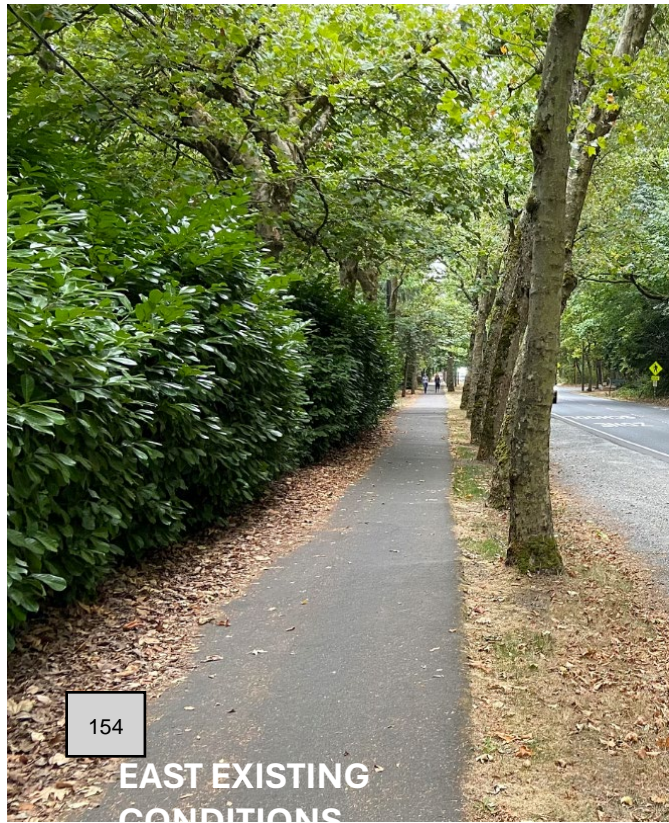
Corridor Study Components:

- Crosswalk Improvements
- Corridor Illumination Study
- Corridor Tree Assessment
- Intersection Feasibility Study (SE 53rd, SE 68th)
- Shared Use Path Pre-Design Report



Shared Use Path Alternatives

- Separated Bike Lanes
- East Side Shared Use Path
- West Side Shared Use Path



SEPARATED BIKE LANE ALTERNATIVE

Previously seen on
AB6421

Item 11.



Separated Bike Lanes Alternative



New Impervious Surface Area
~70,000 sq ft



Utility Impacts
Low Medium High



Trees to be removed*
~110-120 (40% of ROW canopy
within project boundary)

*Note: All removed trees will be replaced.
Hedge removal will be replaced with privacy fencing.
ROW = Right-of-Way



Existing Storm Drainage Modification
Low Medium High



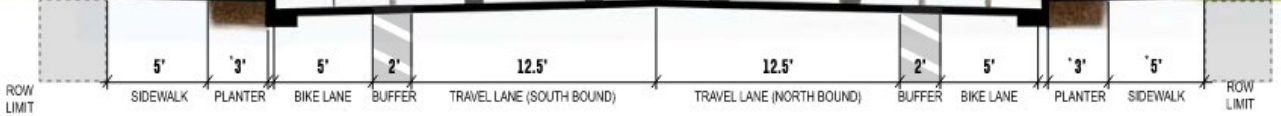
Vehicle Traffic Impact During Construction
Low Medium High



Pedestrian Traffic Impact During Construction
Low Medium High



Construction Cost Rating
Low Medium High



Total Project Cost (2024): \$12M - \$14M

- Existing lane widths shown
- Lane widths would be refined during the design process

EAST SIDE SHARED USE PATH ALTERNATIVE

Previously seen on
AB6421

Item 11.



East Side Shared Use Path Alternative



New Impervious Surface Area
~15,000 sq ft



Utility Impacts



Trees to be removed*
~85 - 99 (34% of ROW canopy)

within project boundary)

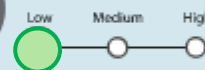
*Note: All removed trees will be replaced.
Hedge removal will be replaced with privacy fencing.



Existing Storm Drainage Modification



Vehicle Traffic Impact During Construction



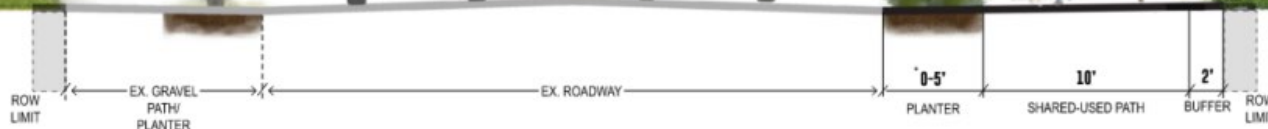
Pedestrian Traffic Impact During Construction



Construction Cost Rating



Total Project Cost (2024): \$3.5M - \$6M



WEST SIDE SHARED USE PATH ALTERNATIVE

Previously seen on
AB6421

Item 11.



West Side Shared Use Path Alternative



New Impervious Surface Area
~24,000 sq ft



Utility Impacts
Low Medium High



Trees to be removed*
~75 - 94 (28% of ROW canopy
within project boundary)

*Note: All removed trees will be replaced.
Hedge removal unlikely.



Existing Storm Drainage Modification
Low Medium High



Vehicle Traffic Impact During Construction
Low Medium High

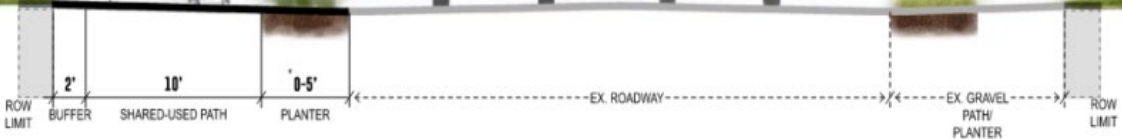


Pedestrian Traffic Impact During Construction
Low Medium High



Construction Cost Rating
Low Medium High

Total Project Cost (2024): \$3M - \$5.5M



Alternatives Summary:

Previously seen on
AB6421

Item 11.



SEPARATED BIKE LANES



EAST SIDE SHARED USE PATH



WEST SIDE SHARED USE PATH

Alternative	New Impervious Surface	Utility Impacts	Trees Removed*	Tree Canopy Removed*	Drainage Mods	Vehicle Impacts (const. stage)	Ped Impacts (const. stage)	Const. Cost (order of magnitude)
West Side Path	~24,000sf	low	75 to 94	~28%	low	low	low	\$3M – \$5.5M
Separated Bike Lane	~70,000sf	med	110 to 120	~40%	high	high	med	\$12M – \$14M
East Side Path	~15,000sf	high	85 to 99	~34%	med	low	high	\$3.5M – \$6M
East Side Path (Option A)	~15,000sf	high	70 to 85	~30% to ~32%	med	low	high	\$3.5M – \$6M

*within project boundary

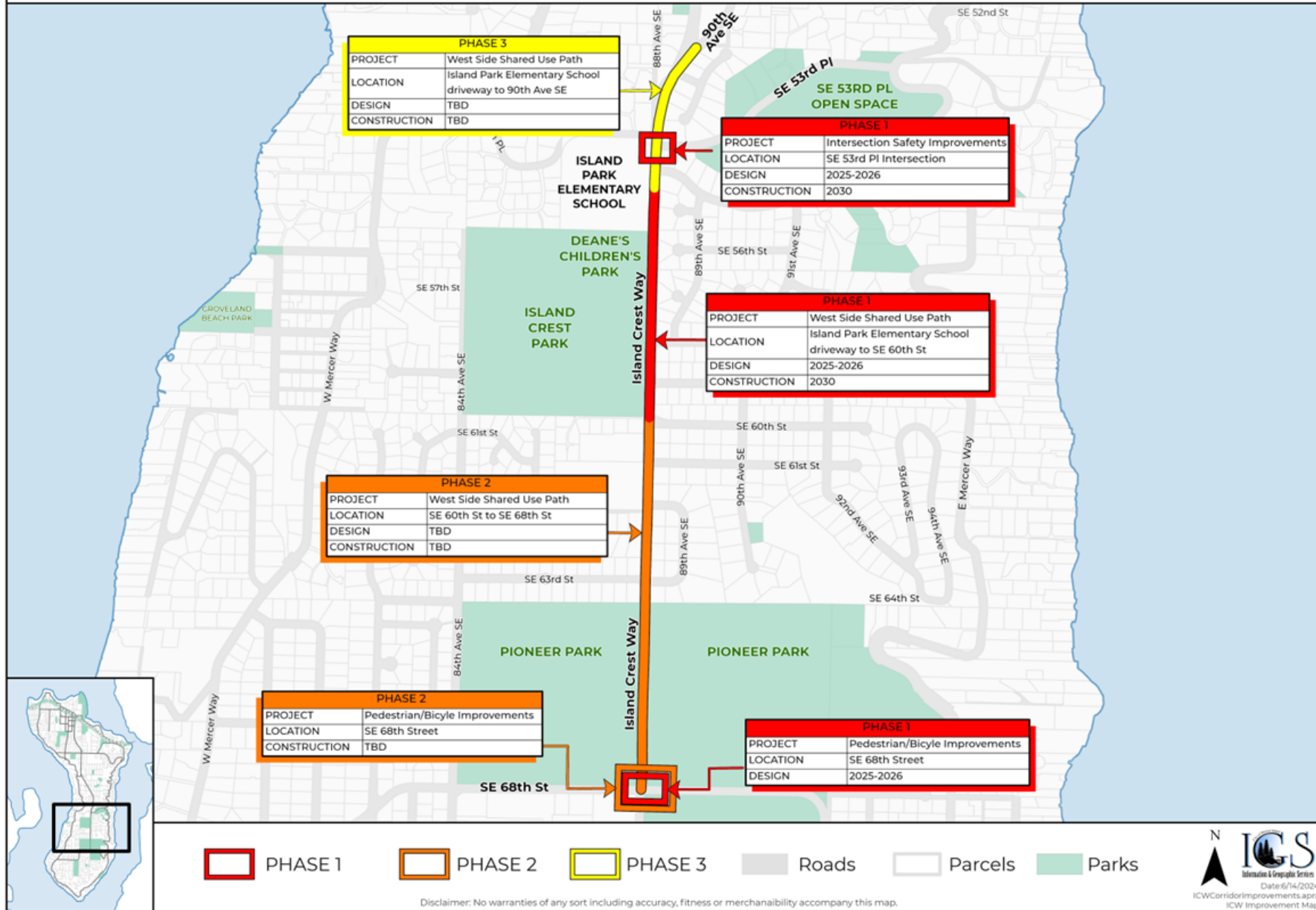
Staff Recommendation

- **Select west side shared use path as the preferred alignment**
 - Least impact and cost as noted in comparison table.
 - Fewer potential conflicts with vehicles accessing ICW.
 - Destinations on west side (ie. school, parks, trail connections) draw peds/bikes to west side.
 - Less impact to private property. Runs adjacent to more public property (parks & school) and less private private property vs. east side alternative.
- **Phase the improvements**
 - We can't afford to do it all at once.
 - Allows us to “get started” and make progress.
 - Spreads cost over time.
 - Provides time to pursue grant funding. If successful, could start sooner.



ISLAND CREST WAY CORRIDOR IMPROVEMENTS STAFF RECOMMENDED PHASING

Item 11.



Phasing

Project Phasing	Elements
Phase 1	<p>2025-2026: Design of west side shared use path from Island Park Elementary School driveway south to SE 60th Street (approx. 1,400 feet), SE 53rd Place intersection safety improvements, and SE 68th Street pedestrian/bicycle safety improvements.</p> <p>2030: Construction of west side shared use path from Island Park Elementary School driveway south to SE 60th Street and SE 53rd Place intersection safety improvements.</p>
Phase 2	<p>TBD: Design of west side shared use path from SE 60th Street south to SE 68th Street (approx. 2,650 feet).</p> <p>TBD: Construction of west side shared use path from SE 60th Street south so SE 68th Street and SE 68th Street pedestrian/bicycle safety improvements.</p>
Phase 3	<p>TBD: Design and construction of west side shared use path from Island Park Elementary School driveway north to 90th Avenue SE (approx. 1,300 feet).</p>

City Council Action Tonight

→ Select preferred shared use path alternative (west side, east side, bike lanes).

Recommended Motion

1. Select the west side shared used path as the preferred alignment and seek feedback from the public during the design process.
2. Include in the 2025-2030 Transportation Improvement Program, the design of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street, the SE 53rd Place intersection safety improvements, and SE 68th Street pedestrian/bicycle safety improvements in 2025 to 2026.
3. Include in the 2025-2030 Transportation Improvement Program, the construction of the west side shared use path from the Island Park Elementary School driveway south to SE 60th Street and the SE 53rd Place intersection safety improvements in 2030.

Discussion



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

**AB 6499
June 18, 2024
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6499: Adoption of 2025-2030 Transportation Improvement Program, Continue Public Hearing from June 4 Meeting	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Adopt the 2025-2030 Transportation Improvement Program	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Matt Mornick, Finance Director Patrick Yamashita, City Engineer/Deputy Public Works Director Clint Morris, Capital Division Manager Rebecca O’Sullivan, Transportation Engineer Ian Powell, Street Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Summary of Public Comments Received by June 11 2. Street Fund Forecast, as of May 2024 3. Detail of Proposed Expenditures 2025-2030 4. Project Descriptions 5. Map of Proposed Roadway and Pedestrian/Bicycle Facilities Improvements 6. Map of Mercer Way Shoulder Improvements
CITY COUNCIL PRIORITY:	3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.

EXECUTIVE SUMMARY

The purpose of this agenda bill is to continue the public hearing opened on June 4, 2024, regarding the 2025-2030 Transportation Improvement Program (TIP) and for the City Council to adopt the TIP.

- The 2024 public comment period is March 20 through June 18, 2024. A public hearing was opened during the June 4, 2024 City Council meeting ([AB 6468](#)) and continued to the June 18, 2024 City Council meeting.
- 14 additional comments have been received on *Let’s Talk* since the June 4, 2024 public hearing and are incorporated into Exhibit 1.
- At the June 4, 2024, meeting, the City Council directed staff to evaluate:
 1. Accelerating the timeline and increasing the scope of work (93rd Avenue SE to East Mercer Way) to the 2029-2030 Mercerwood Drive Pedestrian Improvements (90.25.0030) ahead of Gallagher Hill Sidewalk Improvements (90.25.0009);
 2. Converting 71st Avenue SE on First Hill into a one-way street; and
 3. The feasibility of installing a rectangular rapid-flashing beacon (RRFB) at the intersection of 72nd Avenue SE and SE 29th Street.

- On June 18, 2024, the City Council will receive a presentation and review staff's recommendation on the Island Crest Way shared use path (AB 6503) alternatives. Following the presentation, Council will vote on their preferred alternative to include in the TIP for adoption.

BACKGROUND

The six-year TIP is a planning tool used to identify specific projects that serve to maintain, preserve, and maximize use of the existing roadway and pedestrian/bicycle facilities. It forecasts revenues and expenditures within the Street Fund over the six-year period.

RCW 35.77.010 requires cities to formally adopt a TIP annually and submit it to the Washington State Department of Transportation (WSDOT) and the Puget Sound Regional Council (PSRC) by July 1, 2024. Once the TIP is adopted, projects are budgeted and funded through the City's Capital Improvement Program (CIP) during the biennial budget process.

ISSUE/DISCUSSION

Public feedback was solicited through the City's various outreach platforms, including *Let's Talk* from March 20 to June 18, and was incorporated in the final development of the 2025-2030 TIP. All public comments received by June 11 are included in Exhibit 1.

The City Council reviewed the 2025-2030 TIP materials on June 4, 2024, and directed staff to analyze three topics. Each topic is discussed below.

1. Accelerate Mercerwood Drive Pedestrian Improvements (90.25.0030) Project Timeline and Extend Limit to East Mercer Way

The likely impacts of this change are:

- 1.1. The draft 2025-2030 TIP shows this project starting design in 2029 with construction in 2030 following the completion of underground utility projects planned between now and 2029 on Mercerwood Drive. The utility projects include an asbestos-cement (AC) water main replacement and a pressure reducing valve (PRV) station replacement.

Performing pedestrian improvements ahead of underground utility improvements is contrary to the City's approach to capital project planning and could result in damage to the pedestrian facilities during the utility construction projects. Keeping Mercerwood Drive Pedestrian Improvements design in 2029 allows the underground utility projects to be completed prior to any roadway surface improvements.

Staff does not recommend moving up the scheduled underground utility projects due to the prioritization and competing needs of other utility work in the subsequent years.

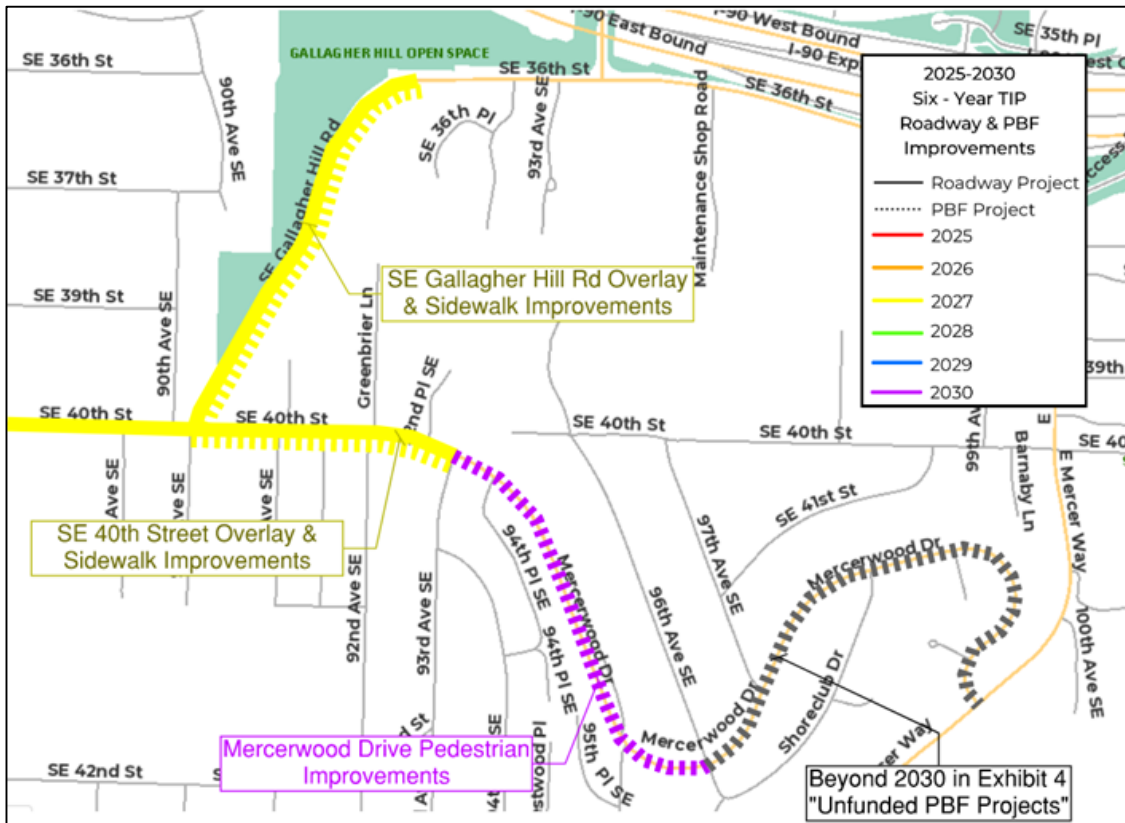
- 1.2. The limits of Mercerwood Drive Pedestrian Improvements – 93rd Avenue SE to 96th Avenue SE – are currently proposed for 2029-2030. This segment is prioritized by the Mercer Island School District to extend a new sidewalk from its planned terminus on 93rd Avenue SE (as part of 2026-2027 SE 40th Street Sidewalk Improvements, 90.25.0006) and lengthen the existing safe route to school for students.

Extending the limits from 96th Avenue SE to East Mercer Way will increase the project cost by approximately \$1.7M and requires delaying a combination of other pedestrian and bicycle facility improvements in the draft TIP to help maintain a positive Street Fund balance. Other projects that could require delay include:

#	Project ID	Title	Total Cost
1	90.25.0006	SE 40 th Street Sidewalk (Gallagher Hill to 93 rd Avenue SE)	\$1,156,658
2	90.25.0007	78 th Avenue SE Sidewalk Improvements (SE 32 nd to SE 34 th Street)	\$958,357
3	90.25.0011	SE 32 nd Street Sidewalk Improvements (77 th to 78 th Avenue SE)	\$439,834
4	90.25.0012	76 th Avenue SE Mid-Block Crossing (SE 27 th Street)	\$341,145
5	90.25.0016	East Mercer Way Roadside Shoulders – Ph. 11 (SE 79 th Street to 8400 block)	\$550,589
6	90.25.0034	North Mercer Way Sidewalk (Fortuna to SE 35 th Street)	\$166,732
7	90.25.0020	81 st Avenue SE Sidewalk Improvement (North Mercer Way so SE 24 th Street)	\$237,950
8	90.25.0025	84 th Avenue SE Pedestrian Improvements (SE 33 rd Place to SE 36 th Street)	\$328,202
9	90.25.0028	SE 24 th Street Sidewalk Improvements (72 nd to 76 th Avenue SE)	\$812,473
10	90.25.0029	78 th Avenue SE Sidewalk Improvements (SE 40 th Street to West Mercer Way)	\$406,237
11	90.25.0031	Island Crest Way Crosswalk Enhancement (SE 46 th Street)	\$672,555
12	90.25.0032	SE 27 th Street Sidewalk Improvements (74 th to 76 th Avenue SE)	\$1,069,871

1.3. The estimated cost of Mercerwood Drive Pedestrian Improvements (93rd Avenue SE to 96th Avenue SE) is over \$1.8M for design and construction (Exhibit 3). Accelerating Mercerwood Drive Pedestrian Improvements reduces opportunities for staff to secure grant funding.

The map below shows the project limits and completion timelines of the draft TIP projects.



On this basis, staff recommends:

- Keeping the Mercerwood Drive Pedestrian Improvements project timeline in 2029-2030 with project limits from 93rd Avenue SE to 96th Avenue SE.
- Completing the pedestrian improvements on Mercerwood Drive from 96th Avenue SE to East Mercer Way after 2030. If REET revenues significantly increase beyond current projections, project timing could be reconsidered along with revisiting other project timelines in the TIP.
- Maintaining Gallagher Hill Road Sidewalk Improvements (90.25.0009) design in 2026 and construction in 2027, following scheduled underground water utility work on Gallagher Hill Road. The Gallagher Hill Road Sidewalk Improvements project is a safe route to school and completes a gap in the City’s sidewalk network by connecting destinations on SE 40th Street (including schools, the PEAK, churches and Mary Waite Pool) with adjacent neighborhoods. The sidewalk project is linked to the roadway overlay project, which staff also recommend keeping the design in 2026 and construction in 2027 for an economy of scale. Gallagher Hill Road pavement condition index (PCI) is in the “fair” range and staff anticipates that by 2027 its rating will decline to the “poor” range following the utility construction.

2. 71st Avenue SE One-Way Street Conversion

City Council requested the staff team to analyze the possibility of converting 71st Avenue SE between SE 24th Street and 70th Avenue SE into a one-way road.

Several residents on 71st Avenue SE spoke during the TIP public hearing, expressing concern for safety, roadway width, and street sweeping. 71st Avenue SE residents also provided a petition during the public comment period (Exhibit 1). Staff responded to the petition by accelerating 71st Avenue SE resurfacing from 2026 to 2025 (due to roadway PCI) and recommend planning a safety evaluation in 2024-2025 prior to street resurfacing.

Converting 71st Avenue SE from a two-way road to a one-way road requires a thoughtful and thorough evaluation. Such an evaluation cannot be adequately performed in the limited time between the TIP preview and adoption. This evaluation will be performed during the safety evaluation. Staff is aware of the street sweeping requests on 71st Avenue SE and continue to balance sweeping needs city-wide.

3. 72nd Avenue SE and SE 29th Street Rectangular Rapid-Flashing Beacon (RRFB) Feasibility

This intersection currently has a raised crosswalk with signage and pavement markings. Staff contacted the family who made the request to the City Council to understand their concerns. Staff reviewed the existing crosswalk conditions and vehicle data, and concluded this location does not currently meet the City’s criteria for RRFB installation.

Staff will further analyze the crosswalks at this intersection, and other existing crosswalk locations on 72nd Avenue SE. Based on the analysis, staff will install appropriate enhancements through the Neighborhood Traffic Program. Enhancements could include additional warning signage, reflectorized post-sleeves, and pavement markings. Staff will also conduct a lighting analysis to ensure crosswalks are adequately lit on 72nd Avenue SE.

RECOMMENDED ACTION

Adopt the 2025-2030 Transportation Improvement Program as shown in Exhibit 3.

Log #	Category	Location	Comment/Question	Staff Response
1	Pedestrian and Bicycle Project	3795 E Mercer Way	<p>Dear Esteemed Members of the City Council, I hope this letter finds you well. My name is Karl Archer, and I am the Director of Communications, Marketing, and PR at the French American School of Puget Sound, located at 3795 East Mercer Way, Mercer Island. I am reaching out to you with a pressing concern regarding pedestrian safety in our school zone. Our school community is greatly appreciative of the city's efforts in maintaining safe roads and crosswalks. However, I wish to bring to your attention a particular crosswalk at the intersection of East Mercer Way and Frontage Road that urgently requires your intervention. As the current situation stands, this crosswalk, heavily used by our teachers, staff, and students, lacks adequate safety measures. It is equipped only with a standard crosswalk sign, devoid of any lights or flashing signals. This absence becomes particularly perilous during the winter months when visibility is significantly reduced. The fast-approaching traffic, especially near the freeway onramp, poses a considerable risk to our community members, many of whom have reported alarming near-miss incidents. Rebecca O'Sullivan, Mercer Island Transportation Engineer, has evaluated the crosswalk, and based on her data and existing conditions, gave this project a medium priority level. To enhance the safety of our school community and all pedestrians using this crosswalk, I propose the installation of an upgraded crosswalk system. Specifically, a system that includes a button-activated mechanism to trigger flashing lights on signs on both sides of the road. This upgrade will significantly improve visibility and alert drivers to the presence of pedestrians. We understand that connectivity to a power source might be a concern; however, solar-powered alternatives, similar to those in Bellevue, could be a viable solution. The safety of our staff, students, and the broader community is a top priority, and we believe this upgrade is a crucial step towards safeguarding their well-being. We deeply value the council's commitment to public safety and are grateful for your consideration of this request. Your prompt decision on this matter will be highly appreciated, and I am at your disposal for any further information or assistance required. Thank you for your dedication to the safety and welfare of our city. Warm regards, Karl Archer Director of Communications, Marketing, and PR French American School of Puget Sound</p>	<p>Requires evaluation and consideration for 2026-2031 TIP.</p>
2	Residential Street Resurfacing	60th SE and SE 32nd St	<p>The pavement patches for the water line work on 60th SE and SE 32nd St do not appear to be durable enough to last for 6+ years. These streets are commonly used not just by motor vehicles but lots of cyclists and walkers. Repaving of those streets needs to be accounted for in the TIP now.</p>	<p>Will consider for residential street resurfacing.</p>

Log #	Category	Location	Comment/Question	Staff Response
3	Other Transportation Project	N Mercer Way and 77th Ave SE	I love the new roundabout by the park and ride. I encourage the city to consider other intersections that could be improved by adding roundabouts.	Thank you for your feedback. Roundabout feasibility study currently underway on SE 68th St and Island Crest Way.
4	Pedestrian and Bicycle Project	Aubrey Davis Park	add wayfinding reminding ALL trail users to keep right, as there is at other I-90 trail segments. along this stretch of I-90 trail peds seem to like to hug the north side of the trail, because south side puts them closer to high speed cars. This creates dangerous conflicts with WB bikers obeying the law to keep right on the trail. If bikers deviate by moving left, they put themselves at risk of hitting EB bikers OR the ped if the ped realizes at the last minute that they're supposed to be keeping right and suddenly move over	Will consider as part of PBF Plan Implementation.
5	Pedestrian and Bicycle Project	SE 24th St and N Mercer Way	lower/remove fence along SE 24th St so that westbound bikers can see if safe to merge.	Will consider signage and pavement markings to notify non-motorized users of merging point, as part of PBF Plan Implementation.
6	Pedestrian and Bicycle Project	N Mercer Way and 80th Ave SE	grade-separate the bike path in front of the park and ride, leaving the pedestrian path and bus stop elevated (eg a bus island). This is best practice for design and safety. Current system is unsafe - many pedestrians and transit users obviously step out onto bike path, without realizing they're stepping in front of bikers. The painted markings are fading and not working.	Will consider as part of PBF Plan Implementation and/or PBF Plan Update.
7	Pedestrian and Bicycle Project	N Mercer Way and 80th Ave SE	fix the bike crossing over the park and ride driveway. 1) grade-separate or lower cover; 2) move signal to where bikers can reach it easily OR change the cycle so that it doesn't have to be activated	Will consider as part of PBF Plan Implementation and/or PBF Plan Update.
8	Other Transportation Project	SE 27th St and 80th Ave SE	this should be a roundabout. Now that we've gotten MI drivers to learn how they work, replacing this 4-way stop with 8 entry lanes with a roundabout could improve traffic flow and safety.	Sound Transit to install new signal in the next year.
9	Other Transportation Project	SE 26th St and N Mercer Way	eliminate the signal at SE 26th St on I-90 trail OR move where bikers can reach it.	WSDOT owned and operated signal. May coordinate for button placement.
10	Pedestrian and Bicycle Project	SE 40th St and 92nd PI SE	[SP0116] SE 40th Street Sidewalk Improvements (Gallagher Hill Road to 93rd Avenue SE): Consider adding a safe crosswalk here to reach the new sidewalk on the S side of SE 40th St or consider extending the new N side sidewalk to these stairs. The gravel area here is an IMS bus stop and many students walk up these stairs to get to the HS/Elementary school and back after school	Considered for 2025-2030 TIP.

Log #	Category	Location	Comment/Question	Staff Response
11	Pedestrian and Bicycle Project	SE 40th St and 97th Ave SE	add bike/ped access connecting SE 40th St w SE 36 St, providing safer and more direct access for Mercerwood to businesses/schools on SE 36th St, Gallagher Hill, and the I-90 trail	Evaluate following PBF Plan Update
12	Pedestrian and Bicycle Project	97th Ave SE	this maps shows 97th Ave SE and a trail that connects through to SE 36th street, yet signage at SE 40th St / SE 36th St intersection suggests its a private road. Can we correct the wayfinding here? Make our community friendly to pedestrians!	Evaluate following PBF Plan Update
13	Other Transportation Project	SE 40th St and E Mercer Way	fix wayfinding. new sign put up in 2023 suggests people can't continue to lake on SE 40th St, when in fact SE 40th St terminates at the lake with an undeveloped street end park.	Evaluate following PBF Plan Update
14	Pedestrian and Bicycle Project	E Mercer Way north of SE 40th St	re-strip EMW to provide single direction ped lanes on BOTH sides. make it clear that bikers should use roadway, as the painted shoulders are NOT continuous safe bike paths. (aggressive drivers often try to force bikers onto these shoulders, not realizing the storm drains and debris pose serious dangers). eliminate parking on EMW except in weather emergencies.	Evaluate following PBF Plan Update
15	Pedestrian and Bicycle Project	Mercerwood Dr from 92nd Ave SE to EMW	Please consider installing a PBF run from 92nd Ave SE, where it currently stops, to East Mercer Way. There are several district bus stops along this stretch of Mercerwood Drive (40th), and it's also regularly used by walkers, high school athletic team runs, bikers, strollers and scooters. My 11-yr old was hit by a car on his walk to his bus stop at Shoreclub Drive & Mercerwood during the busy 7:45-8:00 rush in February 2024. Note there is no safe place to stand for these kids waiting for the bus. The school district has proclaimed this stretch unsafe/ dangerous and doesn't want kids walking to school even though Northwood and the high school are less than one mile away.	Included in years past 2030 in 2025-2030 TIP (please see TIP AB 6468). Scope of work to be determined following PBF Plan Update.

Log #	Category	Location	Comment/Question	Staff Response
16	Residential Street Resurfacing	88th Ave SE north of Island Crest Way	<p>Please approve the budget for the repair and repaving of 88th Ave SE (nearest intersection Island Crest Way just north of Island Park Elementary), which has significant deterioration and has not been repaved since it was installed in the 70's. We have been communicating and working with Public Works to improve the drainage and condition of the road since 2014 and many neighbors are getting quite frustrated by the potholes, safety, and standing water. Many students and families walk on 88th Ave SE to get to and from Island Park Elementary as well.</p> <p>We have been told that repaving was not prioritized & budgeted for in 2023/2024, but that Public Works has a project in early 2025 to fix the drainage on 88th Ave SE using the design they develop this year. Once the drainage is complete, they will repave 88th in the summer of 2025.</p> <p>We want to ensure our concerns are also heard by City Council in the upcoming TIP/CIP and budgeting process as our road is in terrible condition and it gets worse every winter.</p>	88th Ave SE to be repaved in 2025.
17	Residential Street Resurfacing	88th Ave SE north of Island Crest Way	<p>We are hoping that we will be approved in the next budget for the improvement of our street, 88th Ave SE, a lane just north of Island Park School and parallel to Island Crest Way. It has not been repaved as long as we have lived here, 28 years. It has huge potholes and cracks which make it a hazard to drive down. Large areas of pooling water collect after our frequent rains. Our grandchildren won't ride their bikes down the street because it is too difficult and dangerous.</p> <p>We and our neighbors have been requesting road repairs and repaving since 2014 and are very frustrated that they have not made it into the city agenda. This issue easily impacts 20 homes.</p> <p>We have been working with Ian Powell, street engineer, to address this problem. We have been promised that drainage issues will be addressed in 2025/2026 followed by repaving, but we need assurance the road repairs will be funded in the next (TIP/CIP) budget, and not put off yet again to a future date.</p>	88th Ave SE to be repaved in 2025.

Log #	Category	Location	Comment/Question	Staff Response
18	Non TIP	Island Crest Way	I have resided on Mercer Island since 1994. I am vehemently opposed to removing trees along Island Crest Way so that bike lanes could be built there (or for any other purpose). I am also strenuously opposed to building a "roundabout" at the intersection of Island Crest Way and 68th Street. I have never - not ever, not even once - experienced any problem at all using that intersection. Nor has it ever occurred to me that the intersection would function better if only a roundabout were built there. If we have public funds to burn on an unnecessary project like this, they would be far better spent replacing our aging water and sewer infrastructure, or on providing adequate parking in the commercial business district at the north end (which developers should have been required to provide as a condition of permit approval). These ideas strike me as a foolish waste of taxpayer money. Enough already.	Thank you for your feedback.
19	Pedestrian and Bicycle Project	77th Ave SE & N Mercer Way	Please improve the pedestrian access between the south end of 77th Ave SE and N Mercer Way. There is a well traveled dirt trail up the hill now. Many people from our street and neighborhood use it frequently. It is a great way to quickly get to downtown. But in the winter it gets slippery. It is also tricky with a stroller. The street 77th Ave SE is already planned all the way to N Mercer Way. In addition, There is about 0.5 acre WSDOT Right of Way there too. As these already public lands, and about a half acre in size, they will easily accommodate stairs and even a ramp in the future and still retain its greenbelt look. It could be done in two phase: Phase 1: stairs on MI owned land (77th Ave SE) Phase 2: ramp on WSDOT ROW	Will consider as part of PBF Plan Implementation and/or PBF Plan Update.
20	Other Transportation Project	Island Crest Way	It is important that the TIP include money for the selected ICW missing link plan.	Staff will include this after receiving direction from Council.
21	Pedestrian and Bicycle Project	Various	SP 0125 is identified as an "annual plan", but it only includes budget every other year?	Staff will update text for clarity.
22	Pedestrian and Bicycle Project	Gallagher Hill Road	Can SP 0008 be expanded to include bike lanes? At both ends of this section of road there are bike lanes and / or shoulders. This is an important connector route to town center.	There is limited right of way available to add bike lanes in addition to the sidewalk. Staff will evaluate the feasibility of adding bike facilities during the design process, possible a bike lane in the uphill direction and sharrows downhill.

Log #	Category	Location	Comment/Question	Staff Response
23	Pedestrian and Bicycle Project	Various	The 2010 bicycle and facilities plan (https://www.mercerisland.gov/sites/default/files/fileattachments/community/page/13761/mi_pbf_07012010_web.pdf) lists 6 pages of bicycle and pedestrian projects to be completed in the 20 year planning period. (Presumably ending in 2030). Which of these projects have been completed? Of those not completed, which are on the current TIP or planned to be on the 2025-2030 TIP?	Information provided.
24	Pedestrian and Bicycle Project	Island Crest Way	As a long time resident living on the South end who raised three young men on the island, I firmly support building a safe bike/pedestrian corridor along Island Crest Way. After decades of worrying about the safety of that area to children, students, commuters, and myself, it is time to finally create a safe passage. More and more students are riding e-bikes and e-scooters to school and all over the island. The light rail station contains secure storage to encourage bicycle commuters and reduce parking issues in the city center. New funding for bike facilities is available via the state's new \$1.3 billion funding of bike and bike education. Surely as a community we can find a solution to safely connect our schools, the library, the city center, and new light rail station with the rest of the island.	Thank you for your feedback. City staff plan to pursue grant funding for construction of Island Crest Way pedestrian/bicycle facilities.
25	Pedestrian and Bicycle Project	40th/Mercerwood Dr	I echo heatherring74's comments about the clear need to accommodate non-motorized traffic on the stretch of 40th/Mercerwood Dr. between 92nd Ave SE and East Mercer Way. This heavily traveled arterial is shared by pedestrians, cyclists, scooters, dog walkers, baby strollers, joggers, student athletes, and a few brave kids who walk to the high school and Northwood school. While a shoulder of Mercerwood is available part of the way, it's not clearly separated from the roadway and leaves pedestrians, cyclists, etc. vulnerable to vehicles which often appear to exceed posted speed limits. Minimally, consider ways to separate the shoulder from the main roadway, and install sidewalks elsewhere to make it possible to walk, bike etc. in this area without being exposed directly to motor vehicles.	Mercerwood pedestrian improvements from 93rd Ave SE to 96th Ave SE are incorporated into the 2025-2030 TIP. Additional improvements east to E Mercer Way are considered past year 2030. Timelines and project scopes may change pending the PBF Plan Update in 2026-2027.
26	Other Transportation Project	SE 40th St with 88th Ave Se and Gallagher Hill Rd	Would having roundabouts on SE 40th St, especially where it intersects with 88th Ave SE and also Gallagher Hill Rd help with traffic flows, especially during the school rush times? Seems traffic backs up a lot at the stop signs even when there are no alternate cars waiting. I'd think roundabouts could work like the one on N. Mercer. Or, is there a better way to relieve that congestion?	The intersection of SE 40th St and Gallagher Hill Rd operates sufficiently in existing conditions (Draft Comprehensive Plan). Operations of SE 40th St and 88th Ave SE were not analyzed in the Draft Comprehensive Plan. City staff to continue to monitor both intersections for changes in operations.

Log #	Category	Location	Comment/Question	Staff Response
27	Pedestrian and Bicycle Project	77th Ave SE from SE 32nd St to SE 27th St	<p>I am surprised the current TIP proposes eliminating the dedicated bike lanes along 77th from 32nd (Rite Aid) to the light rail station to create more street parking: “[SP0136] 77th Avenue SE Channelization (SE 32nd to North Mercer Way). This project will modify existing channelization to provide on-street parking from SE 32nd to SE 27th Streets in the Town Center and provide sharrows in the northbound and southbound travel lanes to connect to the I-90 Mountains to Sound trail in accordance with Town Center street standards described in MICC 19.11.120. This project is a placeholder and may be modified in the future based on the results of the Town Center Parking Study currently underway”.</p> <p>https://www.mercerisland.gov/sites/default/files/fileattachments/community/page/13781/detailed_descriptions_of_tip_projects_2024-2029.pdf(External link) [List of projects with description]. I understand there are some public comments on the Let's Talk Page and before the council about creating a bike path on ICW from Island Park Elementary School to 68th depending on tree removal, cost, privacy hedges and so forth, but even as someone who is not a regular bicyclist I would think there must be at least one set of dedicated bike lanes through the town center north/south to the light rail station, especially with parking light due to work from home and the city planning to build a large surface parking lot where the old Tully's is and some of the sculpture garden (a project I am not thrilled with and I think is a waste of the location and all the work the city did to get the insurer to remediate the polluted soil when it was dug up for underground parking (\$ 27 million) that will now sit capped forever in our town center on such a critical parcel).(edited)</p>	<p>The scope is consistent with the current Town Center street standards described in MICC 19.11.120. The 2022 Town Center Parking Study adopted by AB6369 recommends studying options for street reconfiguration on 77th Avenue SE as a good candidate but no specific design or timeframe was recommended. The City Council directed staff in Exhibit 2, log #2 of AB6369 (Summary of Discussion Items + Follow Up Actions) to adjust the scope of this project if the Council ultimately decides to pursue an alternative design option in the future. This project will remain in the "out-years" as a placeholder until such a decision is made. Alternatively, the Council could choose to remove the project from the TIP, however, it would result in private development projects such as Xing Hua on 77th Ave. SE, north of SE 29th Street to build out the code required street improvements along their property frontage – replace the bike lanes and center turn lane with on-street parking and sharrows. If the project remains in the TIP, developers could pay the City their fair share of the improvement in lieu of building them.</p>

Log #	Category	Location	Comment/Question	Staff Response
28	Pedestrian and Bicycle Project	Island Crest Way from SE 68th St to Light Rail Station	There needs to be bike lanes and pedestrian walking paths from 68th/Pioneer Park all the way to the light rail station. Ebikes will solve lots of future parking issues if you build safe bike lanes.	Pending Council decision regarding ICW Corridor Improvements, will evaluate and consider for 2026-2031 TIP.
29	Other Transportation Project	Island Crest Way and SE 68th St, SE 40th St and Gallagher Hill Rd	More roundabouts on the island! 68th/Pioneer Park (with new art in the center of the roundabout since we don't have much art on the south end!) and Gallagher hill/40th intersection. That's a start.	All three intersections operate sufficiently in existing conditions (Draft Comprehensive Plan). City staff to continue to monitor intersections for changes in operations.
30	Other Transportation Project	Island Crest Way and Island Park Entrance	A turn lane to go "south" out of Island Crest Park is needed since traffic backs up after practices/games and can take 20 min. just to leave the park since cars can't turn north with so much ICW traffic.	Will coordinate/evaluate with Parks
31	Non TIP	Pioneer Park	Pioneer Park needs trail name signs on all the trails. "Flicker Trail" "Fern Trail" etc. so it is easier to navigate. Use signs posts like the Bridle Trails have- makes the park easy to know where you are going.	Will coordinate/evaluate with Parks
32	Pedestrian and Bicycle Project	Various	<p>The new bike/pedestrian path should continue ALL THE WAY from the south end to the north of the island- connecting us all and helping the "Safe Routes to School" program be successful. Here's the route we need to make this community safe for bikers, e-scooters and pedestrians:</p> <ol style="list-style-type: none"> 1. Start at 84th Ave SE @ Lakeride Elem. continue past the south ball fields and Islander Middle School on 84th. 2. Turn East at 40th, past the south end shopping center, bus transit and Pioneer Park 3. Turn North on Island Crest Way, past Island Crest Park (and new bike park) and Island Park Elem. 4. Turn West from ICW to 40th, past West Mercer Elementary and Homestead Park 5. Turn North on 78th past Mercedale Park (and farmer's market), north end shopping and end at the new light rail station, opening in 2025. <p>Currently, the bike lanes and pedestrian sidewalks are hit and miss along this route. It's dark and very unsafe for both bikers and pedestrians. By following this route and planning to connect the north and south, kids would have safer routes to school, the community more connected and MI a "greener" place to live. Thank you!</p>	Evaluate following PBF Plan Update

Log #	Category	Location	Comment/Question	Staff Response
33	Pedestrian and Bicycle Project	Various	<p>The purpose of this email is to formally follow up on several previous discussions with the hope appropriate action will be taken expeditiously. The problems with bicyclists on the northend are increasing every year as the volume of bike riders has increased with applications that encourage bikers to head through the neighborhoods and the growing competitive nature of biking which is largely due to new legislation which no longer requires bikers to stop at stopsigns. The speed and risks are also increasing as electronic tracking devices now allow riders to compete against one another for better times. Strava is one such application but only represents a small portion of the biking community (less than 10%) and their users just in the 45-54 age group have over 135,000 documented rides over the last several years.</p> <p>In addition, cut through traffic has gotten progressively worse as the light rail program has been under construction and as driving applications like waze divert cars through neighborhoods. The city has seen the worst of these situations but is likely not aware of the impacts during lower volume days. This is a problem for the area near Luther Burbank/north mercer way as well as the gallagher hill to WMW cut throughs. For these reasons i am making the following 3 requests in order of priority:</p> <p>1.) This is a formal request for an elevated crosswalk be placed on 84th avenue se, between the North entrance of Luther Burbank (24th) and the south entrance (26th) Luther Burbank to serve as both a speed dampener and a safety enhancement. This will allow local residents who are elderly or disabled the opportunity to safely cross the street. There currently is no crosswalk and people with disabilities cannot navigate the uneven ground to make it to the crosswalk on 24th nor can they navigate between the cars that are parked on the shoulder. This solution, as well as the challenges of the area, have previously been discussed with Jason Kintner and other city staff members. sidenote: making the area a no-parking zone will not fix the problem either. The ground between 24th and 26th is uneven and those with disabilities and the elderly need firm/flat ground. Also, this solution would require them to have to walk all the way down to the southend corner and then have to walk back up north to get to the entrance of the park. A raised crosswalk where 25th would be, if there were a street, is the best solution for car's safety, pedestrian's safety, biker's safety, and those that are elderly or disabled's safety.</p> <p>2.) This request should be credited to one of the bike groups who saw a post on Nextdoor. They suggested that two speed dampeners (speed bumps), similar to what is in front of the MISD Administration Building, be placed on the downhill side of se 24th street to slow down traffic on the blind stopsign. They would be approximately located at both the entrance and the exit of the community center or otherwise spaced out as</p>	<p>1. Will evaluate as part of PBF Plan Implementation and/or the Neighborhood Traffic program. 2. SE 24th Street is classified as a collector arterial. Based on City of Mercer Island Criteria and Policies for Speed Humps (adopted by Council on 4/25/88, agenda bill no. 2163), arterial streets will not be considered for speed hump installation. 3. Evaluate following opening of the Sound Transit Light Rail Station and the PBF Plan Update.</p>

Log #	Category	Location	Comment/Question	Staff Response
			<p>appropriate. 3.) Something needs to be done on North Mercer Way by the transit station to protect vehicles and cars. I'm not sure what the solution is but pushing bikers into the neighborhood or not doing anything and not doing anything are not good solutions. Thank you for your consideration.</p>	
34	Residential Street Resurfacing	71st Ave SE	<p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists. Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner. We have been grateful to work with Rebecca O'Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons: Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings. Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously. Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel. Given these critical issues, we urge the city to: Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule. Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year. Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs). We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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35	Residential Street Resurfacing	71st Ave SE	<p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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36	Residential Street Resurfacing	71st Ave SE	<p>Petition for Traffic Calming and Safety Improvements on 71st Ave SE</p> <p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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37	Residential Street Resurfacing	71st Ave SE	<p>Petition for Traffic Calming and Safety Improvements on 71st Ave SE</p> <p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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38	Residential Street Resurfacing	71st Ave SE	<p>Petition for Traffic Calming and Safety Improvements on 71st Ave SE</p> <p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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39	Pedestrian and Bicycle Project	Various	Given the comments about increasing bicycle traffic across the northland neighborhoods, we should realize that it will continue. The E-W bike path across Mercer Island was designed by WSDOT as one of two main transportation connections between Seattle, Mercer Island and the East Side. This trail is constantly extended and will soon reach Issaquah. Just to the east of the lake, this trail will cross one that runs from Renton to Woodinville. Add in population growth, e-bikes, e-scooters, our light rail station plus increased state funding, and our focus should be on making sure we create the infrastructure needed to move these increased volumes safely across the island...and around the island. "Safely" for residents and "safely" for those using the trail.	Trail safety improvements are underway on Aubrey Davis Trail, planned to be constructed this summer. City staff will continue to evaluate safety improvements on trail systems and along streets throughout the island. The PBF Plan Update in 2026-2027 will also help inform improvements.
40	Residential Street Resurfacing	71st Ave SE	Please add my name to the list of residents supporting the petition to improve safety on 71st Ave SE.	1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.
41	Residential Street Resurfacing	71st Ave SE	I fully support the 71st Ave safety and street improvement petition. It is much needed, not only by our street residents, but the multitude of walkers and riders that use 71st Ave. Looking forward to bringing this project to the full Council on June 4th. warren	1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.
42	Pedestrian and Bicycle Project	Island Crest Way / East and West Mercer Ways	As a 13 year resident of Mercer Island's south end with three school-aged children, I fully support the Island Crest Way Corridor Improvements project, the East/West Mercer Way Shoulder Work, and all other projects that improve safety for bicyclists on Mercer Island. As it stands currently, many of the key roads on Mercer Island (e.g., Island Crest Way, East/West Mercer Way) are not particularly safe for children riding bicycles, scooters, or e-bikes. There have been a number of children just over the last few weeks who have been hit by cars while riding. It's time we made Mercer Island a safer place for kids (and adults) riding on two wheels.	Thank you for informing the City of support for these pedestrian/bicycle projects.

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43	Residential Street Resurfacing	71st Ave SE	<p>Petition for Traffic Calming and Safety Improvements on 71st Ave SE</p> <p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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44	Pedestrian and Bicycle Project	Island Crest Way, North Mercer Way	<p>As a resident of Mercer Island for many decades I have seen a decline in the safety of routes for transit for an increasing variety of users. Bicyclists, pedestrians and car drivers are all entitled to safe passage yet a few areas consistently are not addressed. Delays must end, and the city needs to step up.</p> <p>For over a decade, a safe bicycle trail through the Island Crest Way Corridor has been identified as a route that needs attention, yet school children on bicycles, and increasingly, bicycle commuters are subject to gaps in the route. This endangers all users of ICW. Delays in improvements need to come to an end for the safety of all Island residents.</p> <p>Additionally, the bicycle trail through the north-end bus loading zone needs to be widened and marked so that bicycles are not required to dismount. The large number of cyclists using that route, including many off island commuters, will not dismount on this route and a narrow, crowded route is dangerous to all users, including car drivers.</p>	<p>1. Through the Island Crest Way Corridor Improvements project in the current biennium and the proposed project in 2025-2026, City staff will continue to work with the public and Council for analyzing and implementing bicycle and pedestrian facilities along the corridor. Gap completion for non-motorized facilities will continue to be addressed in upcoming projects and the PBF Plan Update in 2026-2027. 2. Will evaluate bicycle improvements at bus loading zone through PBF Plan Implementation.</p>
45	Pedestrian and Bicycle Project	Island Crest Way	<p>I would like to comment on the Transportation plan.</p> <p>A safe bicycle trail through the Island Crest Way Corridor should not be delayed for two to three years by yet another Pedestrian Bike Plan. This project was identified in the 2010 PBF plan, and the need has been clear for over a decade. When I was working with the city and Bruce Bassett many years ago we identified this as an issue. I cannot understand why we can't get going on it.</p> <p>We never anticipated the congestion that would be occurring around the north end bus loading zone. The bicycle trail through the north-end bus loading zone should be widened and marked. Off island commuters won't dismount, and a narrow, crowded route is inherently dangerous. Please separate the congestion so that bicycles are not required to dismount. Thank you for your consideration.</p>	<p>City staff is coordinating with the public and Council to continue progress on pedestrian/bicycle facilities on Island Crest Way. The Shared Use Path analysis will continue throughout 2024. Design of facilities may occur in 2025-2026 through the proposed ICW Corridor Improvements.</p>
46	Pedestrian and Bicycle Project	Island Crest Way	<p>I haven't seen any movement towards picking a preferred option in the ICW corridor safety plan.</p> <p>Please prioritize!</p>	<p>Please see comment above regarding ongoing coordination with the public and Council to progress the analysis, recommendations, and ultimately decisions by Council.</p>

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47	Residential Street Resurfacing	71st Ave SE	<p>Petition for Traffic Calming and Safety Improvements on 71st Ave SE</p> <p>We, the undersigned, are concerned residents of the neighborhood along 71st Ave SE, from 24th St SE to the junction of 70th and 71st Ave SE. Our community elected a traffic safety committee in 2021. Our top priority is ensuring the safety of all street users, including pedestrians, cyclists, and motorists.</p> <p>Despite previous communications with the city, where we highlighted unsafe conditions, only spot changes facilitated by Lia Kleine (formerly Transportation Engineer) have been made. The street remains hazardous. A few weeks ago, there was almost a head-on collision with a child bicyclist and a car driving too fast around the corner.</p> <p>We have been grateful to work with Rebecca O’Sullivan (current Transportation Engineer) this year to begin addressing our concerns with a holistic solution. This street serves as a crucial pedestrian artery into the First Hill neighborhood and requires immediate attention for the following reasons:</p> <p>1/ Limited Visibility at Corners: The intersection at 71st Ave SE comprises a 90-degree and a 120-degree corner, both of which have severely restricted sightlines, particularly in the evenings.</p> <p>2/ Inadequate Street Width: The midsection of 71st Ave SE, especially at 2700 71st, is only 16.5 feet wide—significantly narrower than the 22-foot standard, making it insufficient for two cars to pass simultaneously.</p> <p>3/ Lack of Safe Pedestrian Pathways: Approximately 20 children under the age of 10 live within 40 feet of this street. They frequently use the street to move between homes and to access school bus stops, yet there are no sidewalks available for safe travel.</p> <p>Given these critical issues, we urge the city to:</p> <p>1/ Prioritize street resurfacing for 71st Ave SE in the 2024-2025 maintenance schedule.</p> <p>2/ Add our street in the regular cleaning maintenance schedule. Our street is currently only cleaned 1-2 times a year.</p> <p>3/ Conduct a safety review that considers new permanent traffic calming measures to replace the existing spot changes (such as the deteriorating laminated road signs).</p> <p>We believe these actions will significantly enhance the safety and quality of life for all residents along 71st Ave SE, the larger First Hill neighborhood and the Mercer Island community. Thank you for your attention to this urgent matter.</p>	<p>1. 71st Ave SE will be moved up in schedule to be resurfaced in 2025. 2. ROW manager and customer service team are aware of sweeping requests. Will continue to prioritize sweeping on this road. 3. Will conduct safety evaluation prior to resurfacing in 2025.</p>

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48	Pedestrian and Bicycle Project	Various	Please give priority to cycling safety and continuity of routes on Mercer Island. The comments you have from Neighbors in Motion include many useful details for both the north end bike route through the bus loading zone and for opening and improving the 'missing link' for cycling through the midsection of the island around Island Park Elementary.	Thank you for informing the City of your support to Neighbors in Motion comments. Please see responses to the bus loading zone and gap completion projects.
49	Other Transportation Project	Various	<p>Please update street design guidance to reflect best practices. Mercer Island's existing design standards concerning lane widths makes for unnecessarily wide right of way and turn radii that dramatically increase project impact area and decrease road safety. Island Crest Way 'missing link' is critical example where the consultants recommended 12.5' lane widths which is wider than currently recommended for Interstates (12') and dramatically out of line with guidance from industry, government, and research organizations that recommend 10'-11' for similar roadways.</p> <p>These wider lanes resulted in a high number of proposed tree removals and increased costs due to larger project area footprint.</p> <p>Please see a list of agencies and organizations below recommending 10-11' guidance.</p> <ul style="list-style-type: none"> Federal Highway Administration Transportation Research Board American Association of State Highway and Transportation Officials National Association of City Transportation Officials Washington State Department of Transportation John Hopkins Bloomberg School of Public Health - Narrower Lanes Save Lives <p>It is critical we adopt new standards that reflect the dramatic shifts in road design that have occurred in recent history - most notably through the adoption of a Safe Systems Approach in 2022 by the FHWA via the new National Roadway Safety Strategy. The failure to adhere to new standards unnecessarily burdens projects and creates inferior outcomes.</p> <p>Additionally, with forthcoming light rail we must develop strong walking and biking connections to the station to increase access for all users.</p>	<p>Staff to consider updates to City design standards.</p> <p>Staff to implement walking and biking gap-completion projects through PBF Plan Implementation. Connections to be identified and prioritized by PBF Plan Update in 2026-2027.</p>

Log #	Category	Location	Comment/Question	Staff Response
50	Pedestrian and Bicycle Project	Various	<p>This is Mark Clausen. These comments are identical to an email I sent to Council today. These comments follow up on my comments at the meeting of 6/4. As I mentioned in those comments, the community survey shows Mercer Island does a lot of things well, but not everything. If the Council wants to raise the level of the City’s game, it needs to focus on the areas where it is not doing well – not those where the citizens report a high level of satisfaction. Prominent among those is the “condition of bicycle infrastructure in City.” See attached. As I mentioned in my comments, this rating is inadequate given the high ratings of City services for many other services; and given the fact that Mercer Island is home to hundreds of serious cyclists, hundreds more casual cyclists, and some of the best cycling roads in the nation. There is no good reason for the City that rates so high for parks, trails and open space should rate so low for other cycling infrastructure. First let me point out where I think the City has done a great job with cycling infrastructure: (1) paving the shoulders on the Mercers; and (2) expediting the approval and work on the bike skills area. You and staff should be applauded for all the fine work in the past and going forward. These are the kinds of projects that will raise the community rating of the City’s cycling infrastructure. Please do more. Similarly, repaving East Mercer Way with HMA instead of chip seal makes riding those sections simply amazing. Thank you for these efforts. Where is the City falling down? First, as other Neighbors in Motion commenters have pointed out, the N-S bike route is the orphan stepchild that deserves better treatment. We have heard repeatedly from City staff that this project is not important enough to merit staff time and attention. The latest excuse is that every City staff person needs to spend every minute of their time on the SPU pipeline break. Before that there were multiple other excuses. These need to stop and Council needs to instruct the staff to devote what will be a modest amount of time and money to getting the N-S bike route off the drawing board and onto the streets of Mercer Island. This will significantly improve the City’s cycling infrastructure. What else? For starters, look at what Bellevue, Kirkland, Redmond and other more enlightened cities are doing with cycling infrastructure. The most obvious would be separated bike lanes around Mercer Island’s schools. If there were separated bike lanes, kids could ride safely to school without fear of being run over by an oversized SUV or truck that is too large to effectively see children at certain angles. It also would encourage adults who are concerned about traffic conflicts to get on their bikes for routine trips. You can see long lines of cars at every school at the start and finish of each school day. Parents believe they must drop off and pick up their darlings at school. This requires District staff to deal with the drop-offs, increases traffic on the Island, and obviously contributes a large share of the greenhouse gases produced by a city without an industrial or agricultural base. The City has done little or nothing to create the infrastructure so that families can ride safely and without fear of being run over. [Continued next page]</p>	<p>Thank you for your comment. At the June 18, 2024, Council meeting, staff will provide information to Council for a decision to be made on the Island Crest Way Shared Use Path. This will allow plans and progress to continue for multi-modal travel. Through the PBF Plan Update in 2026-2027, staff will have a robust roadmap to implement ped/bike facilities city-wide.</p>

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50 Continued			<p>[Continued from previous page]</p> <p>Alternatively, the City, along with the District, could facilitate the creation of a “bike bus,” which basically is a mass of parents and kids who ride to school together. Here’s some coverage by the Washington Post about what other cities are doing: https://www.washingtonpost.com/video/climate-environment/cars-are-overrated-join-a-bike-bus-instead/2024/05/24/724bfe1f-2da5-4601-b5a8-f114257aa907_video.html(External link) https://www.washingtonpost.com/lifestyle/2022/10/11/bike-bus-school-sam-balto/(External link) https://www.washingtonpost.com/climate-environment/2024/06/04/bike-to-school-skip-the-car-line/(External link)</p> <p>The city should prioritize creating the infrastructure that will allow kids and their parents to leave cars behind and ride bikes to and from school. This obviously will improve Islanders’ health, fitness and quality of life; reduce traffic; and shrink the city’s carbon footprint. Similarly, the City should drive a stake through the heart of the plans that repeatedly crop up to remove the pitiful few bike lanes on the Island from the Town Center. There need to be more bike lanes in the Town Center, not fewer, especially since they will be arteries leading from our residential areas to the Sound Transit train station.</p> <p>I took classical organ lessons from a distinguished instructor. He insisted that I focus on the sections of pieces where I made mistakes. Focusing on what I played well, he said, only expanded my mediocrity. The Council should avoid the temptation to expand mediocrity and move swiftly and forcefully to improve an obvious problem area.</p> <p>Regards, Mark Clausen</p>	

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51	Pedestrian and Bicycle Project	West Mercer Way / E Mercer Way	Blind spot for bikers and cars, with the construction going on it is incredibly unsafe.	Visibility to be evaluated through Neighborhood Traffic Program.
52	Pedestrian and Bicycle Project	Island Crest Way / SE 40 th St	fix disappearing EB bike lane. bikes that wish to continue straight on SE 40th must either block the turn lane OR merge across vehicle lane. add a painted bike lane (solid color, probably green or whatever our prevailing regional standard is) that continues straight and makes it clear to drivers turning right onto ICW that they must merge, yielding to cyclists	Evaluate following PBF Plan Update.
53	Other Transportation Project	SE 24 th St / 72 nd Ave SE	SE 24th- 72nd Ave SE should be a roundabout. people occasionally gun it through here. roundabout calms traffic while minimizing points of conflicts.	Evaluate traffic calming through Neighborhood Traffic Program.
54	Pedestrian and Bicycle Project	SE 24 th St / 76 th Ave SE	The crosswalk distance on the west side of 24th St and 76th Ave should be shortened. This is a high-volume intersection for pedestrians, and cars are often going very fast down the hill.	Evaluate crosswalk conditions through Neighborhood Traffic Program.
55	Pedestrian and Bicycle Project	76 th Ave SE in Town Center	The crosswalk at 76th where the bend starts is very wide. It takes elderly people and children about 20 seconds to cross. It would be great to see this shortened- 2 northbound lanes in front of The Hadley can be reduced to 1 with minimal traffic impact, then the intersection width can be reduced with paint and posts.	Evaluate crosswalk conditions through Neighborhood Traffic Program.
56	Pedestrian and Bicycle Project	76 th Ave SE between 76 th Ave SE and 77 th Ave SE	This crossing point frequently has people crossing over from the apartment building to the cafes on the south side. Another marked crosswalk should be added here.	Evaluate crosswalk conditions through Neighborhood Traffic Program.
57	Pedestrian and Bicycle Project	77 th Ave SE south of SE 27 th St	77th facilities should be enhanced on this corridor to connect with the light rail station. There is excessive ROW that can accommodate increased buffering and protection through lane narrowing.	Evaluate following PBF Plan Update.

Log #	Category	Location	Comment/Question	Staff Response
58	Other Transportation Project	SE 27 th St in Town Center	The scheduled repaving of 27th this year is a critical opportunity to resize lanes to appropriate widths (11' as prescribed by WSDOT, FHWA, AASHTO, etc.). From measuring on Google earth lanes are 14' which is excessively wide. Resizing lanes would improve safety and provide the opportunity to add bike facilities or expand sidewalks to accommodate the increase in pedestrian volumes that have occurred with Town Center's redevelopment. If appropriately sized to 11', that would provide 9' of ROW to work with to accommodate cyclists and pedestrians. It would also dramatically reduce the crossing distances decreasing the amount of time needed to cross - increasing safety and decreasing the amount of time spent waiting for pedestrians by motorists - improving operations.	Resurfacing to continue as scheduled for SE 27 th St. Channelization changes to be considered during resurfacing.
59	Pedestrian and Bicycle Project	77 th Ave SE north of SE 27 th St	77th is a critical biking connection to the new light rail station, protection, buffering, flex-posts etc. should be added to increase cyclist comfort. A bidirectional cycle facility on the East side of the road would make sense to provide direct access to the station and avoid conflicts with vehicles exiting I-90.	Evaluate following PBF Plan Update.
60	Other Transportation Project	SE 27 th St / 80 th Ave SE	There tends to be a traffic build up here due to the 4 way stop, I think having a roundabout in this area would help break up the congestion. Similar to the N Mercer Way Roundabout recently installed.	Sound Transit installing signal at this location soon.
61	Pedestrian and Bicycle Project	N Mercer Way	Fix abrupt lane change. In front of P&R, there's bi-directional marked bike path; and separate, bi-directional marked pedestrian path. Without warning, that transitions to just asphalt bike trail, with no guidance on what bikes and peds are supposed to do (presumably, all trail users keep right per typical I-90 trail norms?)	Evaluate following PBF Plan Update.
62	Other Transportation Project	Island Crest Way and I-90	The slip lane from I-90 westbound existing onto SE 26th St. lane should have been removed during the recent sidewalk project. It should still be removed and the intersection 'squared off'. Slip ways create very high consequence conflicts. There is sufficient right of way to eliminate slip lane and create queue holding space for right turn or left turn movement to prevent queue formation extending on to the highway.	WSDOT right of way.

SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM
Street Fund Balance - as of May 2024 *
2025 - 2030

RESOURCES (\$ in thousands)	COMMENTS	2024	2025	2026	2027	2028	2029	2030
Beginning Fund Balance		\$6,234	\$6,952	\$7,570	\$3,998	\$1,476	(\$1,154)	(\$3,556)
REVENUES								
Real Estate Excise Tax	<i>RCW 82.46.010</i>	1,512	1,542	1,573	1,651	1,734	1,821	1,912
Fuel Tax	<i>RCW 47.24.040</i>	480	475	470	466	461	456	452
MI Transportation Benefit District (TBD)	<i>MI Ordinance 14C-11 (Oct 2014)</i>	371	371	371	371	371	371	371
State Grants		155	0	0	0	0	0	0
Federal Grants		0	0	160	160	0	0	0
Transportation Impact Fees	<i>MI Ordinance 16C-01 (Jan 2016)</i>	66	66	66	66	66	66	66
Interfund Transfers	<i>Utility work within street projects</i>	583	602	549	320	480	540	540
Tree Replacement Fee	<i>MICC 19.10-070.C</i>	0	0	0	0	0	0	0
City of Seattle	<i>630 Shuttle Service</i>	0	0	0	0	0	0	0
State Shared - Multimodal Transportation Mitigation - Sound Transit	<i>ESSB 5987 (July 2015)</i> <i>Ends December 2025</i>	34	34	34	34	34	33	33
		1,366	0	0	0	0	0	0
Total Revenues		\$4,566	\$3,090	\$3,223	\$3,068	\$3,146	\$3,288	\$3,374
Total Street Fund Resources		\$10,800	\$10,042	\$10,793	\$7,066	\$4,622	\$2,134	(\$181)
EXPENDITURES								
A. Residential Streets Preservation Program		562	940	975	1,009	1,044	1,079	1,113
B. Arterial Street Improvements		108	78	1,896	1,061	3,586	1,410	850
C. Pedestrian & Bicycle Facilities - New		504	584	2,878	2,288	444	2,453	3,655
D. East Link Traffic/Safety Mitigation Eligible Projects		1,366	0	0	0	0	0	0
E. TIP Other		758	300	433	576	0	0	2,014
F. Operations Other	<i>Non-TIP Related Work</i>	550	570	612	656	701	748	796
Total Expenditures		\$3,848	\$2,472	\$6,795	\$5,590	\$5,776	\$5,690	\$8,428
Ending Fund Balance (including reserves)		\$6,952	\$7,570	\$3,998	\$1,476	(\$1,154)	(\$3,556)	(\$8,609)
FUND RESERVES AND DESIGNATIONS								
Minimum Operating Fund Balance	<i>45-day minimum updated annually</i>	90	94	97	101	104	108	112
Impact Fees Collected	<i>Applied to eligible projects</i>	42	55	0	0	33	0	0
Expenditure Carryover to 2024 Budget		0	0	0	0	0	0	0
Designated - TC Streets Reserve		0	0	0	0	0	0	0
Ending Fund Balance (available after reserves)		\$6,820	\$7,421	\$3,901	\$1,375	(\$1,292)	(\$3,664)	(\$8,721)

*Pending further analysis.
 Note: Slight differences may occur due to rounding.

**SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM
Detail of Proposed Expenditures for 2025 - 2030**

PROJECTS	PROJECT ID	STATUS	COMMENTS	2025	2026	2027	2028	2029	2030	TOTAL
PRESERVATION AND MAINTENANCE PROJECTS										
A. Residential Streets Preservation Program										
Residential Street Resurfacing	90.25.0001	Modified	Annual program to resurface residential streets. <i>Cost updated.</i>	940,000	974,677	1,009,354	1,044,031	1,078,707	1,113,384	6,160,153
A. Subtotal Residential Streets Preservation Program				\$940,000	\$974,677	\$1,009,354	\$1,044,031	\$1,078,707	\$1,113,384	\$6,160,153
B. Arterial Streets Improvements										
Arterial Preservation Program	90.25.0002	Modified	Annual program to extend life of arterial streets through targeted repairs and patching. <i>Cost updated.</i>	78,000	80,877	83,755	86,632	89,510	92,387	511,162
Gallagher Hill Road Overlay (SE 36th to SE 40th Street)	90.25.0008	Modified	Resurface with HMA overlay. Tied to sidewalk project. <i>Cost and year updated.</i>	-	79,841	547,628	-	-	-	627,469
SE 40th Street Overlay (88th to 93rd Avenue SE)	90.25.0010	Modified	Resurface with HMA overlay. Tied to sidewalk project. <i>Cost and year updated.</i>	-	52,881	391,930	-	-	-	444,811
SE 27th Street Overlay (76th Avenue SE to 80th Avenue SE)	90.25.0014	Modified	Resurface with HMA overlay (Town Center). <i>Cost and year updated.</i>	-	692,643	-	-	-	-	692,643
North Mercer Way Overlay (8400 Block to SE 35th Street)	90.25.0015	Modified	Resurface with HMA overlay. Includes SE 26th Street (ICW - 84th Ave SE). Tied to sidewalk project. <i>Cost updated.</i>	-	829,512	-	-	-	-	829,512
76th Avenue SE & NMW Overlay	90.25.0017	New	Resurface with HMA overlay (Westbound I-90 on ramp).	-	160,718	-	-	-	-	160,718
East Mercer Way Overlay (SE 36th to SE 40th Street)	90.25.0019	Modified	Resurface with HMA overlay. <i>Cost and year updated.</i>	-	0	37,582	433,162	-	-	470,744
West Mercer Way Resurfacing (SE 56th to EMW)	90.25.0021	Modified	Resurface with HMA overlay. <i>Cost updated.</i>	-	-	-	2,387,942	-	-	2,387,942
SE 36th Street Overlay (Gallagher Hill Rd to EMW)	90.25.0023	Modified	Resurface with HMA overlay. <i>Cost and year updated.</i>	-	-	-	678,620	-	-	678,620
78th Ave SE Overlay (SE 40th Street to WMW)	90.25.0026		Resurface with HMA overlay. Tied to sidewalk project.	-	-	-	-	541,649	-	541,649
SE 24th Street Overlay (72nd Avenue SE to 76th Avenue SE)	90.25.0027		Resurface with HMA overlay. Tied to sidewalk project.	-	-	-	-	677,061	-	677,061
West Mercer Way Overlay (I-90 to SE 24th Street and 32nd to 28th)	90.25.0033	Modified	Resurface with HMA overlay. <i>Cost updated.</i>	-	-	-	-	101,559	758,049	859,608
B. Subtotal Arterial Street Improvements				78,000	1,896,472	1,060,895	3,586,356	1,409,779	850,436	\$8,881,939

PROJECTS	PROJECT ID	STATUS	COMMENTS	2025	2026	2027	2028	2029	2030	TOTAL
NEW CONSTRUCTION PROJECTS										
C. Pedestrian and Bicycle Facilities (PBF) - New Facilities										
ADA Transition Plan Implementation	90.25.0003	Modified	Plan, enhance, and construct pedestrian facility improvements to comply with the ADA Transition Plan. <i>Cost updated.</i>	250,000	259,223	268,445	277,668	286,890	296,113	1,638,339
Minor Capital - Traffic Safety and Operations Improvements	90.25.0004	Modified	Minor transportation improvements to address traffic operation and safety issues and concerns. <i>Cost updated.</i>	100,000	103,689	107,378	111,067	114,756	118,445	655,335
PBF Plan Implementation	90.25.0005	Modified	Annual program to identify, prioritize, design and construct small spot improvements and gap completion projects to pedestrian and bicycle facilities citywide, as identified in the PBF Plan. <i>Cost updated.</i>	50,000	51,845	53,689	55,534	57,378	59,223	327,668
SE 40th Street Sidewalk Improvements (Gallagher Hill to 93rd Avenue SE)	90.25.0006	Modified	Replace/improve existing sidewalk, construct bike lanes supporting SRTS. Tied to overlay project. <i>Cost and year updated.</i>	-	85,025	1,071,633	-	-	-	1,156,658
78th Avenue SE Sidewalk Improvements (SE 32nd to SE 34th Street)	90.25.0007	Modified	Replace existing curb, sidewalk & ADA ramps. Replace street trees and street lighting. <i>Cost and year updated.</i>	77,000	881,357	-	-	-	-	958,357
Gallagher Hill Road Sidewalk Improvements (SE 36th to SE 40th Streets)	90.25.0009	Modified	New sidewalk, gap completion. In conjunction with resurfacing project. <i>Cost and year updated.</i>	-	105,763	549,056	-	-	-	654,819
SE 32nd Street Sidewalk Improvements (77th to 78th Avenue SE)	90.25.0011	Modified	Replace wide sidewalk area adjacent to Mercerdale Park due to tree damage. Includes replacement of street trees and ADA improvements. Combine project with 78th Ave SE Sidewalk Improvements for economy of scale. <i>Cost and year updated.</i>	51,000	388,834	-	-	-	-	439,834
76th Avenue SE Mid-Block Crossing (SE 27th Street)	90.25.0012	New	Enhance crossing with rectangular rapid flashing beacons and ADA ramps.	56,000	285,145	-	-	-	-	341,145
East Mercer Way Roadside Shoulders - Ph 11 (SE 79th Street to 8400 block)	90.25.0016		Final phase of Mercer Ways Roadside Shoulders project.	-	550,589	-	-	-	-	550,589
NMW Sidewalk (Fortuna to SE 35th Street)	90.25.0034		New sidewalk. Removal guardrail. Tied to overlay project.	-	166,732	-	-	-	-	166,732
81st Ave SE Sidewalk Improvement (NMW to SE 24th Street)	90.25.0020		Replace/improve existing sidewalk.	-	-	237,950	-	-	-	237,950
77th Ave SE Channelization Upgrades (SE 32nd Street to North Mercer Way)	90.25.0022	Modified	This is a placeholder to implement street standards required by MICC 19.11.120. Scope will be modified when/if Council modifies the standard. Reprogrammed from 2026 to 2030.	-	-	-	-	-	63,487	63,487
84th Ave SE Pedestrian Improvements (SE 33rd Place to SE 36th Street)	90.25.0025	Modified	Improve pedestrian area. <i>Year updated.</i>	-	-	-	-	328,202	-	328,202
SE 24th Street Sidewalk Improvements (72nd to 76th Avenue SE)	90.25.0028		Replace/improve existing sidewalk, ADA ramps, and crosswalks. Tied to overlay project.	-	-	-	-	812,473	-	812,473
78th Avenue SE Sidewalk (SE 40th Street to WMW)	90.25.0029		New sidewalk. Tied to overlay project. TIB or SRTS grant eligible.	-	-	-	-	406,237	-	406,237
Mercerwood Drive Pedestrian Improvements (93rd to 96th Avenue SE)	90.25.0030	New	New sidewalk, ADA ramps, and crosswalk.	-	-	-	-	229,512	1,593,087	1,822,599
Island Crest Way Crosswalk Enhancement (SE 46th Street)	90.25.0031	New	Enhance crossing with pedestrian signal and ADA ramps. SRTS grant eligible.	-	-	-	-	80,329	592,226	672,555
SE 27th Street Sidewalk Improvements (74th to 76th Avenue SE)	90.25.0032	New	Replace/improve existing curb, sidewalk & ADA ramps. Replace street trees and street lighting.	-	-	-	-	137,707	932,163	1,069,871
C. Subtotal Pedestrian and Bicycle Facilities (PBF) - New Facilities				584,000	2,878,200	2,288,151	444,268	2,453,486	3,654,743	\$12,302,849

PROJECTS	PROJECT ID	STATUS	COMMENTS	2025	2026	2027	2028	2029	2030	TOTAL
D. Other										
Aubrey Davis Park Mountains to Sound Trail Lighting (Island Crest Way to Shorewood Dr)	90.20.0008	New	Install lighting to enhance safety for trail users.	75,000	-	375,823	-	-	-	450,823
ICW Corridor Improvements (SE 68th Street to SE 53rd Place)	90.25.0013	New	Planning and design of traffic safety and operational improvements in 2025-2026, including SE 53rd Pl. and SE 68th St. intersection safety improvements and initial phase of shared use path (Island Park Elementary to Island Crest Park). Placeholder for construction in 2030 for SE 53rd Pl. and initial phase of shared use path until grant funding is secured. SE 68th St. will be a subsequent phase.	225,000	233,300	-	-	-	2,013,567	2,471,868
Pedestrian & Bicycle Facilities Plan Update	90.25.0018		Current 2010 PBF Plan is out of date and was a modest update to the original 1996 plan. Comprehensive update will incorporate ADA Transition Plan, evaluate projects and priorities based on current standards, and provide a roadmap and foundation for future improvements. Funding includes \$320k Safe Streets and Roads for All grant.	-	200,000	200,000	-	-	-	400,000
D. Subtotal Other				300,000	433,300	575,823	-	-	2,013,567	3,322,691
E. Non-TIP Related Operations				570,290	612,366	655,939	701,010	747,577	795,641	4,082,822
E. Subtotal Non-TIP Related Operations				\$570,290	\$612,366	\$655,939	\$701,010	\$747,577	\$795,641	\$4,082,822
TOTAL PROJECT COSTS				\$2,472,290	\$6,795,016	\$5,590,163	\$5,775,665	\$5,689,549	\$8,427,772	\$34,750,454

SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Project Descriptions (2025-2030)

[90.25.001] - Residential Street Resurfacing

Historically, this program consists of hot mix asphalt (HMA) overlays on an average of 1.0 mile of residential streets annually. The HMA overlay program began in 1989. Prior to that, the City's primary pavement resurfacing program was chip sealing and slurry sealing. In 2011, the City returned to using chip sealing (on a limited basis) as another tool for street pavement preservation. To date, chip seal projects have been performed in 2011, 2013, and 2018. The Residential Street Preservation Program also improves about one substandard street per biennium, as the need arises.

The City's pavement condition data is an integral part of determining the locations and schedule of future residential street asphalt overlays and chip seal work. Pavement Condition Index (PCI) data was collected in 2013, 2016, 2019 and 2022 and is planned again for collection in 2025. When PCI falls below a score of 70, staff considers a roadway for resurfacing. For roadways with resurfacing needs that also have pending utility work (storm drainage, new water main, etc.), these roadways are typically scheduled for paving in the years following completion of that major utility work. The timing and limits of residential street resurfacing work in future TIPs may change, as determined by updated pavement condition information.

Some of the residential roadways planned for future HMA repaving are listed below. Other roadways may be added or the timing of these streets below may change based on when and where water main construction, storm drainage construction, franchise utility work, and major housing projects occur.

- In 2025, the neighborhood streets comprised of portions of SE 47th Street, 84th Avenue, and 86th Avenue, lying west of Island Crest Way will be repaved. These roadway PCI ratings range from Fair to Very Poor. Additionally, portions of 66th, 71st, and 74th Avenues in the First Hill neighborhood will be repaved. These roadway PCI ratings are in the Fair range. Also, 88th Avenue from Island Crest Way to the north will be paved. The PCI rating for this street is Very Poor.
- In 2026 the residential streets of SE 80th and SE 82nd Streets in the neighborhood of Island Point and several streets in the First Hill neighborhood, including portions 70th, and 74th Avenues are planned for repaving. These roadway PCI ratings are in the Fair to Very Poor range. Additionally, residential paving will occur in the Mercerwood neighborhood on 93rd and 94th Avenues.
- In 2027, likely residential paving work will occur in the Mercerwood neighborhood on portions of 95th, 96th, and 97th Avenues, following watermain replacement work.
- In 2028, the neighborhood streets of SE 60th and SE 61st Streets and 90th, 92nd, 93rd, and 94th Avenues (east of Island Crest Way) are planned for repaving. PCI's of these roads are in the Fair to Very Poor range.

- In 2029, potential residential streets include SE 72nd Place, 91st Ave SE, 91st Place SE and 92nd Place SE. These roadways have current PCI ratings in the Fair to Very Poor ranges.
- In 2030 the residential streets of SE 58th and SE 59th Streets and 91st Avenue (lying east of Island Crest Way) are planned for paving. These roadways have current PCI ratings in the Fair range.

Arterial Street Improvements

- **[90.25.0002] Arterial Preservation Program** work continues annually. The purpose of this program is to extend the life of arterial streets proactively, by repairing isolated pavement failure areas through crack sealing, square cut patching, and grinding and repaving of full-lane-width segments. Crack sealing extends the life of existing pavements by sealing out water intrusion.
- **[90.25.0008] Gallagher Hill Road (SE 36th Street to SE 40th Street)** is proposed for resurfacing with an HMA overlay in 2027 after water main replacements. Last repaved in 1988, Gallagher Hill Road's current PCI rating is in the Fair range and staff believes that by 2027 its rating will decline to Poor.
- **[90.25.0010] SE 40th Street (88th Avenue SE to 93rd Avenue SE).** This project will resurface SE 40th Street with a grind and HMA overlay process. It is planned for 2027, after completion of nearby water main replacement projects. Paving will be coupled with the SE 40th Street sidewalk improvements from Gallagher Hill Road to 93rd Avenue SE [90.25.0006]. Sidewalks and bike lanes between 88th Avenue SE and Gallagher Hill Road were constructed in 2018.
- **[90.25.0014] SE 27th Street (76th Avenue SE to 80th Avenue SE)** will resurface SE 27th Street from 76th Avenue to 80th Avenue in the Town Center with a grind and HMA overlay of the existing roadway in 2026. This roadway was last resurfaced in 1994 and its current PCI is in the Fair range.
- **[90.25.0015] North Mercer Way (8400 Block to SE 35th Street).** This project will resurface North Mercer Way with an HMA overlay in 2026. Work will also include sidewalk repairs for ADA compliance and resurfacing of nearby SE 26th Street (Island Crest Way to 84th Avenue). This portion of North Mercer was last repaved in 1994 by WSDOT at the end of the I-90 freeway construction. While its PCI ratings are in the Satisfactory and Fair ranges, staff believes PCI's will drop into the Poor range by 2026, after completion of the King County North Mercer Interceptor Sewer pipeline project.
- **[90.25.0017] 76th Avenue SE and North Mercer Way.** This new project will resurface the intersection of North Mercer Way and 76th Avenue SE at the westbound I-90 on ramp and North Mercer Way to SE 22nd Street with a grind and hot mix asphalt overlay. The intersection is nearing the end of its pavement life. The upcoming Sound Transit traffic signal project will impact this intersection with utility cuts. It will need resurfacing after completion of the signal project and is therefore planned for 2026. Current PCI ratings are in the Poor range.

- **[90.25.0019] East Mercer Way (SE 36th Street to SE 40th Street).** This project will resurface this portion of East Mercer Way with a HMA overlay in 2028, with design planned in 2027. Last repaved in the mid-1980's by WSDOT, this roadway's current PCI is in the low Satisfactory range and staff believes it will drop to Fair or Poor by 2027.
- **[90.25.0021] West Mercer Way (SE 56th Street to East Mercer Way)** is planned for resurfacing in 2028 with an HMA overlay. This roadway was last repaved in 1995 with an HMA overlay. Its current PCI's are in the Fair to Satisfactory range and its condition will continue to slowly decline. Patching and crack sealing have both been performed in recent years. The actual timeframe for repaving could be later, based on future PCI data.
- **[90.25.0023] SE 36th Street (Gallagher Hill Road to East Mercer Way).** This project will resurface SE 36th Street with an HMA overlay in 2028. This roadway was rebuilt in the mid 1980's by WSDOT as part of the I-90 freeway improvements. Its current PCI rating is Fair; but is expected to decline further in the coming years. This pavement has performed well, but will be over 40 years old in 2028, and will need resurfacing. Project elements will also include sidewalk repairs for ADA compliance.
- **[90.25.0026] 78th Avenue SE (SE 40th Street to West Mercer Way)** will resurface this portion of 78th Ave SE with a HMA overlay in 2029. Last repaved in 2001, this roadway's current PCI is in the Fair range. The overlay project will be tied to the 78th Ave SE sidewalk improvements project [90.25.0029], also proposed for 2029.
- **[90.25.0027] SE 24th Street (72nd Avenue SE to 76th Avenue SE)** will resurface this portion of SE 24th Street with a HMA overlay in 2029. Last repaved in 1993, this roadway's current PCI is in the Fair range but is expected to decline further in the coming years. Project limits could increase based on future pavement conditions. This project will be tied to the SE 24th sidewalk improvements project [90.25.0028] also proposed for 2029.
- **[90.25.0033] West Mercer Way (I-90 to SE 24th Street and SE 28th to SE 32nd Streets)** will resurface portions of West Mercer Way with a HMA overlay in 2030, with design planned in 2029. These sections of roadway were last resurfaced in 1994, 2003, and 2013. While current PCI's are in the Satisfactory and Fair ranges, staff believe this area of West Mercer Way will be in need of resurfacing by 2030. Future PCI data in 2025 may revise this future project's limits.

Pedestrian and Bicycle Facilities – New

- **[90.25.0003] ADA Transition Plan Implementation** is an annual program to design and construct spot improvements to pedestrian facilities citywide to meet compliance standards established by the Americans with Disabilities Act (ADA) and documented in the City's ADA Transition Plan. ADA upgrades will be focused in Town Center, then expand throughout the City.
- **[90.25.0004] Minor Capital – Traffic Operations Improvements** is an annual program to provide minor capital transportation improvements City-wide to address traffic operations issues and concerns. Typical projects include upgrading signs to new mandated standards, channelization modifications or improvements, roadway safety improvements, upgrading traffic signals for increased efficiency and safety, and new or revised street lighting. It may also fund traffic data collection or City contributions to grants.

- **[90.25.0005] PBF Plan Implementation** is an annual program to identify, prioritize, design and construct small spot improvements and gap completion projects to pedestrian and bicycle facilities citywide as identified in the PBF Plan. Specific projects for this program have not yet been identified or prioritized for construction. Additional pedestrian and bicycle facility projects, besides those listed in the PBF Plan, may be considered if the goals of the PBF Plan are met.
- **[90.25.0006] SE 40th Street Sidewalk Improvements (Gallagher Hill Road to 93rd Avenue SE)**. This project will replace sidewalks and create bike lanes on SE 40th Street from Gallagher Hill Road to 93rd Avenue SE in conjunction with repaving of the roadway [90.25.0010] following water main installation. Work will include constructing new curbs, gutters, and sidewalks along both sides of the roadway; minor drainage improvements; landscaping; and new pavement markings. Construction is planned for 2027. City staff applied to WSDOT's Safe Routes to School grant for the 2023-2025 biennium but funds were not awarded.
- **[90.25.0007] 78th Avenue SE Sidewalk Improvements (SE 32nd Street to SE 34th Street)**. This project will reconstruct curbs, sidewalks, and ADA ramps, and replace street trees along the east side of 78th Avenue SE from SE 32nd to SE 34th Streets. It will also replace street lighting on both sides of the street and address tree root damage along the west side of the street (minor storm and water system repairs may be needed). Construction is planned for 2026 following Mercedale Sewer Upsizing.
- **[90.25.0009] Gallagher Hill Road Sidewalk Improvements (SE 36th Street to SE 40th Street)**. This project will construct a new sidewalk along the downhill side of Gallagher Hill Road between SE 36th and SE 40th Streets following water main installation. Work will include installing new curbs, gutters, sidewalks, and storm drainage. Construction is planned for 2027.
- **[90.255.0011] SE 32nd Street Sidewalk Improvements (77th Avenue SE to 78th Avenue SE)**. This project will replace the sidewalk, ADA ramps, and street trees on the southside of SE 32nd Street between 77th and 78th Avenues with a planter cell design that will allow space for new street trees to mature without damaging the sidewalk. It will also evaluate and update street lighting on both sides of the street where needed. Minor storm drainage repairs and minor water system improvements will also be constructed as needed. Construction is planned for 2026 following Mercedale Sewer Upsizing.
- **[90.25.0012] 76th Avenue SE Mid-Block Crossing (SE 27th Street)**. The project location is on the curve between 76th Avenue SE and SE 27th Street in Town Center at the existing mid-block crosswalk. Enhancements to the existing facility include a new center median, rectangular rapid-flashing beacon (RRFB), and ADA curb ramps. Construction is planned for 2026.
- **[90.25.0016] East Mercer Way Roadside Shoulders - Phase 11 (SE 79th Street to 8400 block)**. This project will create a new paved shoulder from SE 79th Street to the 8400 block. This is the final phase of the Mercer Way Roadside Shoulder Improvement projects and will remove the last gap in pedestrian and bicycle facilities along East Mercer Way's entire 4.8-mile length. Construction is planned for 2026.

- **[90.25.0020] 81st Avenue SE Sidewalk Improvements (North Mercer Way to SE 24th Street).** This project proposes to reconstruct concrete curb, gutter, sidewalk and ADA ramps along the east side of 81st Avenue SE to provide a safe walk route to the park and ride as well as to the new Sound Transit station and is planned for 2027.
- **[90.25.0022] 77th Avenue SE Channelization (SE 32nd Street to North Mercer Way).** The scope is consistent with the current Town Center street standards described in MICC 19.11.120. The 2022 Town Center Parking Study adopted by [AB6369](#) recommends studying options for street reconfiguration on 77th Avenue SE as a good candidate but no specific design or timeframe was recommended. The City Council directed staff in Exhibit 2, log #2 of [AB6369](#) (Summary of Discussion Items + Follow Up Actions) to adjust the scope of this project if the Council ultimately decides to pursue an alternative design option in the future. This project will remain in the "out-years" as a placeholder until such a decision is made. Alternatively, the Council could choose to remove the project from the TIP, however, it would result in private development projects such as Xing Hua on 77th Avenue SE, north of SE 29th Street to build the code required street improvements along their property frontage – replace the bike lanes and center turn lane with on-street parking and sharrows. If the project remains in the TIP, developers could pay the City their fair share of the improvement in lieu of building them.
- **[90.25.0025] 84th Avenue SE Pedestrian Improvements (SE 33rd Place to SE 36th Street).** This project will construct a new sidewalk or path along the east side of 84th Avenue SE from SE 33rd Place to SE 36th Street. This section of 84th Avenue SE has a 20 ft-wide paved roadway and is signed as a bike route. There are intermittent sections of shoulder with gravel and grass, but there is not a consistent pedestrian facility on the east side of 84th Avenue SE. Construction is planned for 2029.
- **[90.25.0028] SE 24th Street Sidewalk Improvements (72nd Avenue SE to 76th Avenue SE).** This project will reconstruct concrete curb, gutter and sidewalk along SE 24th Street to upgrade the current walking facility. This project is tied to the SE 24th Street overlay project (90.25.0027). Construction is planned for 2029.
- **[90.25.0029] 78th Avenue SE Sidewalk Improvements (SE 40th Street to West Mercer Way).** This project proposes to install concrete curb, gutter and sidewalk along the west side of 78th Ave SE from SE 40th to SE 41st Streets to provide a walking facility where none currently exists. The project will also upgrade an existing walkway on the east side of the roadway with concrete curbs and sidewalks to improve the connection from the adjacent neighborhood to SE 40th Street, providing access to the Town Center and West Mercer Elementary School. This project is tied to the 78th Ave SE overlay project [90.25.0026]. Construction is planned for 2029.
- **[90.25.0030] Mercerwood Drive Pedestrian Improvements (93rd to 96th Avenue SE).** In 2027, sidewalk will be installed on the south side of SE 40th Street from its existing terminus near Gallagher Hill Road to 93rd Avenue SE, the start of Mercerwood Drive. This project will continue new sidewalk from 93rd Avenue SE to 96th Avenue SE on the south side of Mercerwood Drive, with ADA ramps and a new pedestrian crossing at 96th Avenue SE. Bike lane installation may also be considered. Construction is planned for 2030.
- **[90.25.0031] Island Crest Way Crosswalk Enhancement (SE 46th Street).** This project will enhance the existing crosswalk on Island Crest Way just north of SE 46th Street.

Improvements to the existing facility include a pedestrian signal and ADA enhancements to the two curb ramps on each side of Island Crest Way and the center median. Construction is planned for 2030.

- **[90.25.0032] SE 27th Street Sidewalk Improvements (74th Avenue SE to 76th Avenue SE).** This sidewalk improvement project is located at the western edge of Town Center, along the south side of SE 27th Street, from 76th Avenue SE to the west approximately 325 feet. New curb and gutter, sidewalk, driveways, and ADA curb ramps will be constructed. Street trees will be replaced to allow space for new street trees to mature without sidewalk damage. This project will also replace street lighting and storm drainage systems where needed upon replacement of the sidewalk. Construction is planned for 2030.
- **[90.25.0034] North Mercer Way Sidewalk Improvements (Fortuna Drive to SE 35th Street).** This project proposes to remove the existing guardrail behind the existing curb and gutter and construct a new concrete sidewalk and ADA ramps along the north side of North Mercer Way to provide a walking facility where none currently exists. This project will close a gap in the City's existing sidewalk infrastructure and is planned for 2026, in conjunction with the North Mercer Way overlay [90.25.0015].

Other

- **[90.20.0008] Aubrey Davis Park Mountains to Sound Trail Lighting (Island Crest Way to Shorewood Dr).** This project will illuminate the Mountains to Sound Greenway (I-90) Trail along the north side of the tall retaining wall from Shorewood to Town Center, a distance of approximately half a mile, as part of Mercer Island's Parks, Recreation, and Open Space (PROS) Plan. This project may be eligible for grant funding via WSDOT's Pedestrian & Bicycle program, and the City's application will be strengthened by completing design early. Construction is planned for 2027.
- **[90.25.0013] ICW Corridor Improvements (SE 68th Street to SE 53rd Place).** This project will continue the planning and design of traffic safety and operation improvements identified as part of the Island Crest Way Corridor Safety Analysis in 2022 and Island Crest Way Corridor Improvements (90th Avenue SE to SE 63rd Street) in the 2023-2024 biennium. The planning and design elements proposed for 2025-2026 include:
 - SE 53rd Place Safety Improvements - Design a right turn lane to the westbound approach of SE 53rd Place and Island Crest Way, install ADA-compliant ramps, and improve crosswalks.
 - Shared Use Path (Initial Phase) – Building off the Shared Use Path Analysis completed in 2024, design a shared use path that extends from Island Park Elementary to Island Crest Park. Design of the path from the park to SE 68th Street will be proposed in a subsequent TIP.
 - SE 68th Street Intersection Safety Improvements – Design mountable apron curb returns and ADA-compliant ramps to shorten pedestrian crossing distances and improve safety.

Project construction will be costly and require significant grant funding to complete the work. Construction is planned in two phases. Phase 1 is shown in 2030 as a placeholder until adequate funding is secured. Phase 1 includes the SE 53rd Place Safety Improvements and the West-Side Shared Use Path from Island Park Elementary to Island Crest Park. Phase 2 will follow with the SE 68th Street Intersection Safety Improvements.

- **[90.25.0018] Pedestrian and Bicycle Facilities Plan (PBF Plan) Update** is proposed for the 2026-2027 biennium to provide a comprehensive update to the current PBF Plan, last updated in 2010 from the original 1996 plan. Over time, standards have changed and new facilities have been built. Updates to the Plan will incorporate the results of the ADA Transition Plan, evaluate the use of urban street design guidelines such as the National Association of City Transportation Officials (NACTO), and identify/evaluate projects, provide a preliminary scope of work, and establish priorities of work with the intention of providing a roadmap, foundation, and timeline for future improvements. Mercer Island has been awarded \$320,000 through the Safe Streets and Roads for All (SS4A) FY24 grant program to support this project.

Unfunded PBF Projects – Beyond 2030

- **86th Avenue SE Sidewalk Improvements (SE 42nd Street to Island Crest Way).** This project proposes to install concrete curb, gutter, and sidewalk along the east side of 86th Ave SE to provide a walking facility where none currently exists. The project will complete a missing link in the sidewalk network and connect Island Crest Way and adjacent neighborhoods to the High School, Northwood Elementary School, the Mary Wayte Pool, and PEAK. Drainage work will be required, and road widening to provide shared space for bicycles is a potential element.
- **Merrimount Drive Sidewalk Improvements (Island Crest Way to West Mercer Way).** The project proposes to install concrete curb, gutter, and sidewalk along both sides of Merrimount Drive. The project improves walkability by providing a defined route and place for school kids to walk and wait for the school bus or walk to West Mercer Elementary.
- **92nd Avenue SE Sidewalk Improvements (SE 40th Street to SE 41st Street).** This project will build concrete curb, gutter, and sidewalk along the west side of 92nd Avenue to provide a “safe walk route” for Northwood Elementary and the High School, as well as a bus stop location for Islander Middle School. It will also complete a missing link on 92nd Avenue by connecting with sidewalks the School District constructed in 2015 along the High School frontage, creating a continuous sidewalk from SE 40th to SE 42nd Streets. This project may be eligible for Transportation Improvement Board or Safe Routes to School grant funding. City and District staff will monitor the need and propose this work in a future TIP if warranted.
- **SE 34th Street Sidewalk Improvement (78th Avenue SE to 80th Avenue SE) –** This project will reconstruct curbs, sidewalk, ADA-compliant ramps, and street trees with silva cells along the north side of SE 34th Street where the existing sidewalk currently has significant root damage and heaving due to nearby street trees. This project will improve pedestrian mobility in Town Center.
- **Mercerwood Drive Ped Improvements (96th Avenue SE to East Mercer Way) –** This project will install a pedestrian facility on both sides of Mercerwood Drive, to connect to the 90.25.0030 new sidewalk and East Mercer Way. This project will improve pedestrian safety, especially for students and families accessing schools and other gathering places on SE 40th Street and East Mercer Way. This pedestrian improvement is included in the 2010 PBF Plan.

2025-2030 Six - Year TIP Roadway & PBF Improvements

- Roadway Project
- - - PBF Project
- 2025
- 2026
- 2027
- 2028
- 2029
- 2030

203

Design in this
corridor spans
2025-2026



Map Date: 5/23/2024

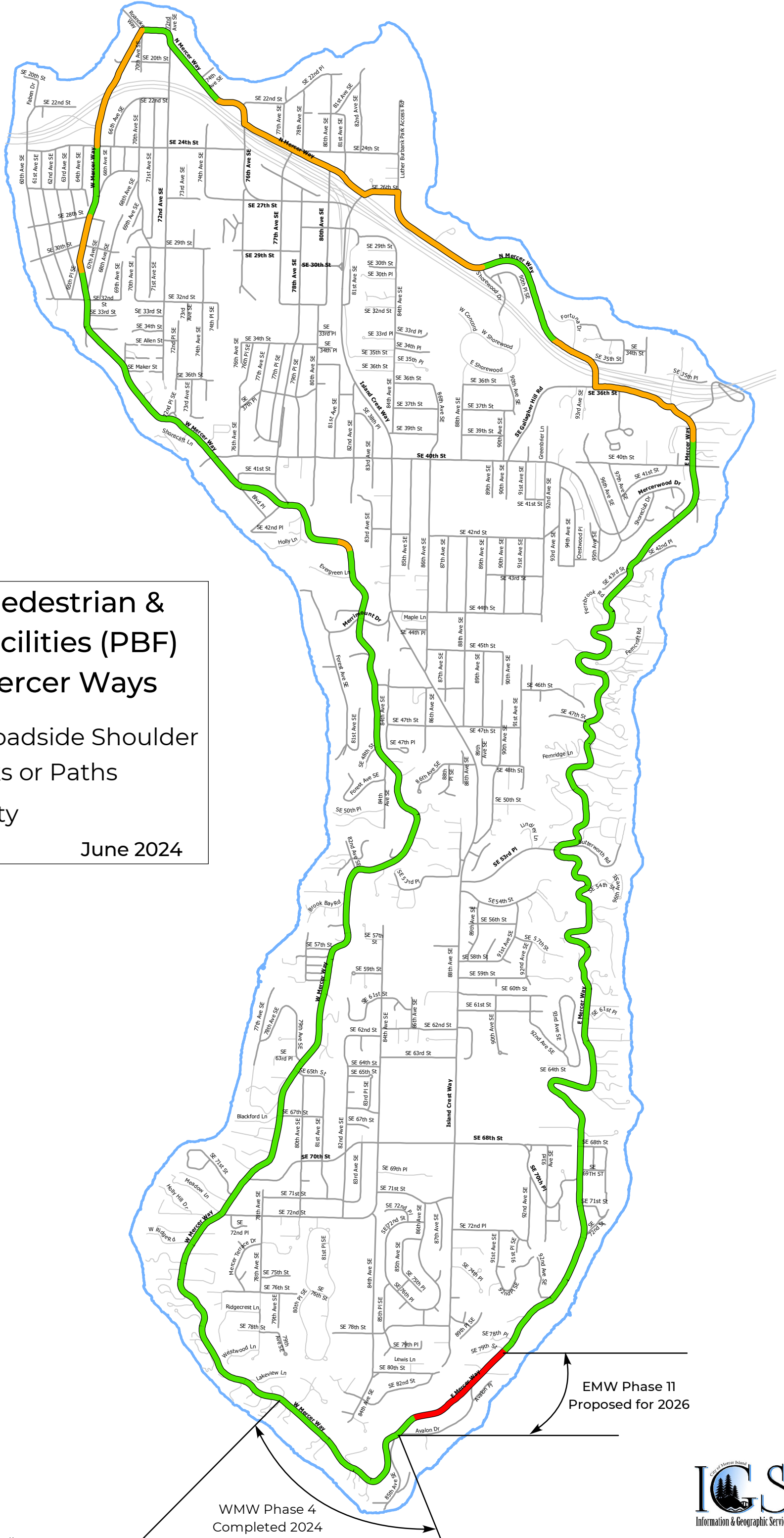
2025_to_2030_TIP&PBF.mxd

Current Pedestrian & Bicycle Facilities (PBF) on the Mercer Ways

- Paved Roadside Shoulder
- Sidewalks or Paths
- No Facility

June 2024

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

WMW Phase 4 Completed 2024

EMW Phase II Proposed for 2026



Map Date: 5/23/2024
2024MercerWaysPBF_Facilities.mxd

AB 6499



Item 12.

Adoption of 2025-2030 Transportation Improvement Program

June 18, 2024



TIP Review

- Staff presented the draft 2025-2030 TIP at the June 4 City Council meeting (AB6468).
- Held public hearing and continued to tonight.



Direction to Staff from TIP Preview

- Council directed Staff to evaluate three topics:
 1. Accelerate Mercerwood Drive Pedestrian Improvements (90.25.0030) Project Timeline and Extend Limit to East Mercer Way
 2. 71st Avenue SE One-Way Street Conversion
 3. 72nd Avenue SE and SE 29th Street Rectangular Rapid-Flashing Beacon (RRFB) Feasibility

Topic 1 - Accelerate Mercerwood Drive Pedestrian Improvements (90.25.0030) Project Timeline and Extend Limit to East Mercer Way

- Underground utility projects planned between now and 2029
- Limits proposed for 2029-2030 are prioritized by MISD (93rd Ave SE to 96th Ave SE) for \$1.8M.
- Full stretch to EMW is ~\$3.5M.
- Would require delay of other ped/bike projects (see list of projects in AB6499)
- Opportunities for grant funding

Staff recommendation:

Keep timeline and project limits as presented in draft TIP

Topic 2 – 71st Avenue SE One-Way Conversion

- Met with 71st Ave SE residents. Asked to not proceed with one-way study.
- City crews to trim vegetation this summer to increase visibility.
- Safety evaluation planned for 2024/2025 prior to street resurfacing in 2025.

Staff Recommendation:

Proceed with 71st Ave SE safety evaluation in 2024/2025

Topic 3 - 72nd Avenue SE and SE 29th Street Rectangular Rapid-Flashing Beacon (RRFB) Feasibility

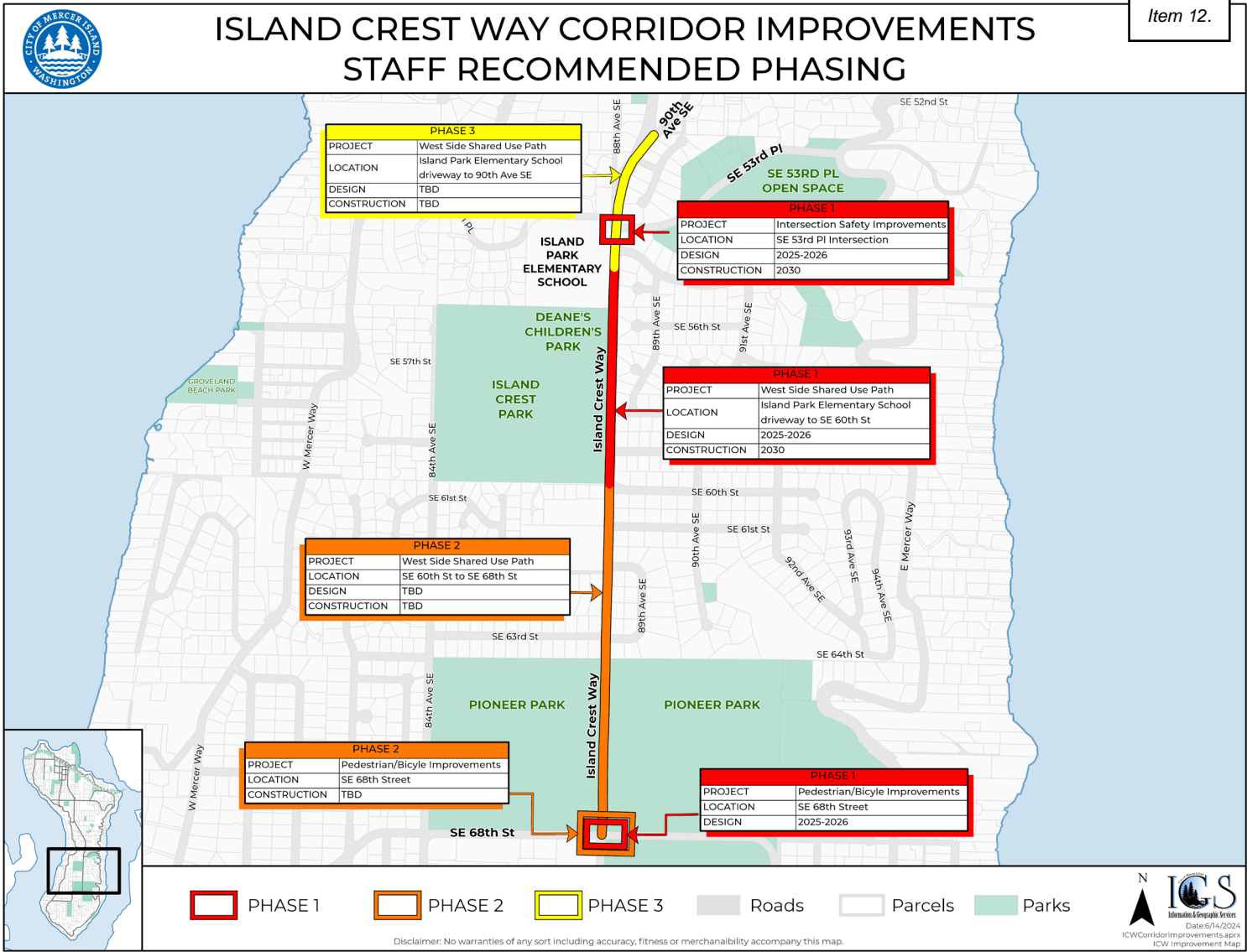
- Existing, raised crosswalk
- Does not meet City RRFB criteria (vehicle traffic volumes)
- Other enhancements (such as pavement markings, advanced warning signs, or reflectorized posts) to improve visibility can be implemented through Neighborhood Traffic Program

Staff Recommendation:

Through the Neighborhood Traffic Program, install enhancements at this location and other crosswalk locations on 72nd Ave SE.

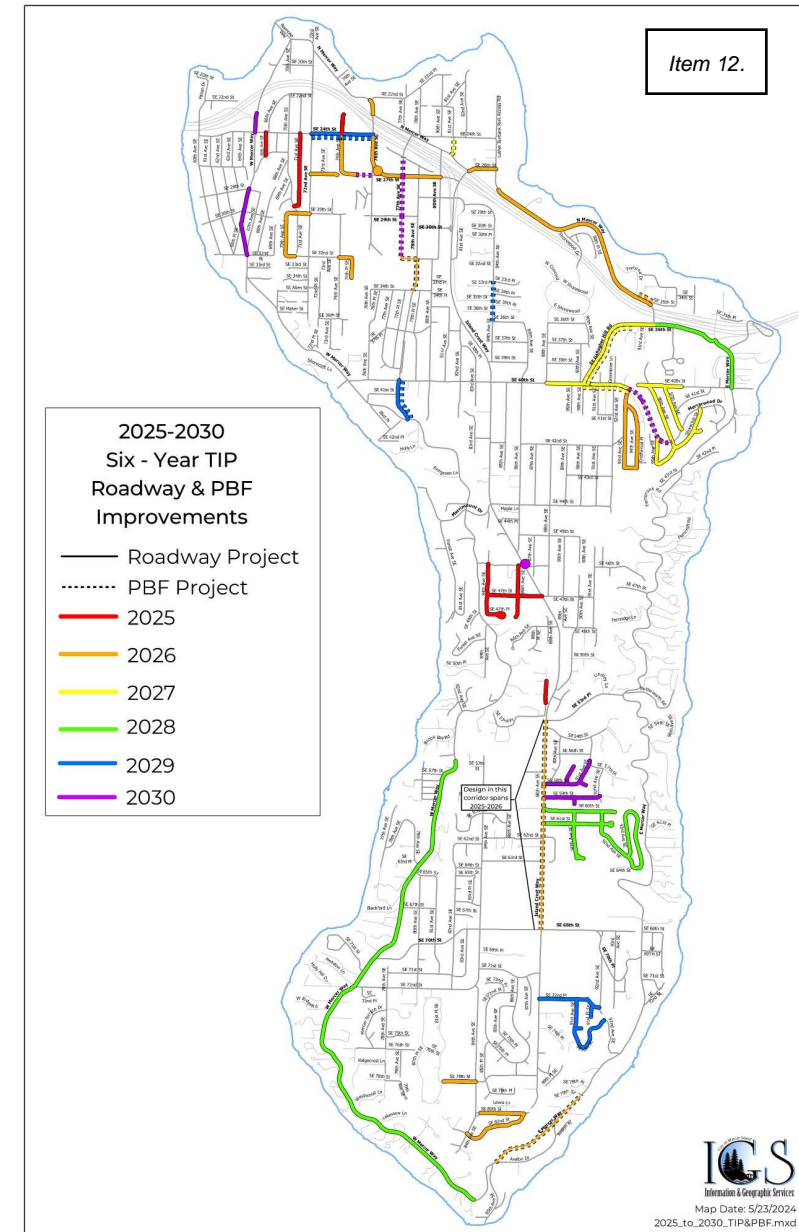
Island Crest Way Corridor Improvements

- Staff’s recommendation for ICW (AB6503 – ICW Shared Use Path Discussion) is included in TIP Ex. 3
- Update ICW project in Ex. 3 if Council decision on ICW differed from recommendation.



Recommended Action

- Adopt the 2025-2030 TIP (Ex. 3)





Questions and Discussion



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

**AB 6491
June 18, 2024
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6491: Compensation Plan for Non-Represented Employees	<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:	Provide policy direction and approve the Compensation Plan for Non-Represented Employees.	

DEPARTMENT:	City Manager		
STAFF:	Jessi Bon, City Manager Ali Spietz, Chief of Administration Carson Hornsby, Management Analyst		
COUNCIL LIAISON:	Salim Nice	Craig Reynolds	Wendy Weiker
EXHIBITS:	1. Draft Compensation Plan for Non-Represented Employees 2. Benefits Comparison for Non-Represented Employees		
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, provide policy direction, and approve the proposed Compensation Plan for non-represented employees. This includes updates to the non-represented position classification system and a newly established salary schedule.

- The City Council establishes compensation, benefits, merit systems, and retirement and pension systems for City employees as prescribed by [RCW 35A.11.020](#).
- Approximately half of the City’s workforce (99 of 207 employees) are classified as non-represented. Non-represented employees are not represented by a labor union. The City's non-represented employees include a variety of position types such as directors and managers, professionals, some technicians, associates, Youth and Family Services professional staff, and the Thrift Shop employees.
- The City does not have a structured compensation plan for non-represented positions. Best practices for a compensation plan include a position classification system, salary schedule, and compensation policies.
- The lack of a structured salary schedule for non-represented employees has led to recruitment and retention issues and pay discrepancies, often requiring the City Manager to make manual salary adjustments for staff to adapt to changes in market conditions.

- The City Council added to the 2021-2022 work plan completion of a Classification and Compensation Study and development of a new Compensation Plan for non-represented employees.
- The City initially contracted with HR Compensation Consultants (HRCC) in 2021 after a formal request for proposal (RFP) was issued to complete the Classification and Compensation Study. HRCC engaged City staff and management to review and update job descriptions, gathered labor market compensation data from ten cities with a salary and benefits survey, and developed a job classification system to assign positions to an organizational hierarchy.
- The City continued to work on implementation of the Compensation Plan in 2023 with Ralph Andersen & Associates. The consultant worked with staff to develop the draft Compensation Plan for non-represented employees, update the City's existing compensation policies, and update the data gathered by HRCC to reflect the 2024 labor market.
- Staff and the consultant have held several meetings with the City Council Ad Hoc Finance Committee since early 2024 to gather feedback and policy guidance on the draft Compensation Plan for non-represented employees and prepare a final proposal to present to the City Council.

BACKGROUND

The City Council establishes compensation, benefits, merit systems, and retirement and pension systems for City employees as prescribed by [RCW 35A.11.020](#).

The Status Quo of Compensation for Non-Represented Employees

The City does not have a structured Compensation Plan for non-represented positions, which would typically include a position classification system, a salary schedule, and compensation policies. Salaries for new non-represented employees are established at the time of hire based on current market conditions. There is currently no mechanism for salary progression other than cost of living adjustments. The current system has led to recruitment and retention issues and pay discrepancies for non-represented employees. These issues often require the City Manager to manually adjust employee salaries to bring them in line with the current labor market and alleviate internal consistency concerns. Manual salary adjustments are a time-consuming and cumbersome task for the City Manager and human resources staff.

In the fall of 2020, during the 2021-2022 biennial budget approval, the City Council added to the work plan completion of a Classification and Compensation Study for non-represented employees and development of a new Compensation Plan to bring the non-represented compensation strategy into alignment with the market and best practices.

Classification and Compensation Study for Non-Represented Employees

The City initiated a formal RFP process to select a consultant to conduct a Classification and Compensation Study for non-represented positions in 2021. HR Compensation Consultants (HRCC) was selected to perform the work.

HRCC began by analyzing the City's existing job descriptions and conducting interviews with directors, managers, and other key personnel to determine the organizational structure and essential functions of each position. Next, all non-represented employees completed a position description questionnaire (PDQ) to provide detailed information about their position. Each PDQ was reviewed by the employee's supervisor and/or manager to confirm the accuracy of employee responses and provide additional comments.

The PDQs enabled HRCC to engage employees and gather information about the following subjects:

- General position responsibilities
- Supervisory and budgetary responsibilities
- Interactions with others
- Education
- Experience
- Knowledge, skills, and abilities
- Physical, environmental, and other demands

HRCC used the City’s existing job descriptions and information gathered from the PDQs to create updated standardized job descriptions for each position. HRCC worked with the City to ensure essential functions, knowledge, skills, abilities, education, and certification requirements are reflective of the work being performed. They also reviewed to ensure consistency in formatting and content among all job descriptions and updated the Fair Labor Standards Act designation for each position as needed.

In conjunction with the job description review, HRCC conducted a salary and benefits survey to gather labor market data from comparable cities. The cities selected for comparison have historically been used by the City of Mercer Island based on the following criteria:

- Provide services, functions, and programs similar to the City of Mercer Island
- Located within a reasonable commuting distance to the City of Mercer Island (in King and south Snohomish Counties and excluding Pierce, Thurston, and Kitsap Counties)
- Similar in population size if possible, or as an alternative, include a balance of smaller and larger cities
- Total number of employees is at least 150, but not more than 800

A list of ten comparable cities was established using these criteria (see table below). The cities include Auburn, Bothell, Edmonds, Issaquah, Kirkland, Lynnwood, Redmond, Sammamish, SeaTac, and Shoreline.

City	County	Driving Distance	2023 Population	Number of Employees
Auburn	King	25	88,820	470
Bothell	King	17	49,550	382
Edmonds	Snohomish	23	43,370	279
Issaquah	King	11	41,290	297
Kirkland	King	10	96,920	712
Lynnwood	Snohomish	24	40,790	314
Redmond	King	12	77,490	665
Sammamish	King	15	68,280	145
SeaTac	King	20	31,740	140
Shoreline	King	18	61,120	206
Mercer Island	King	N/A	25,800	210

Representatives from each of the comparable cities provided salary and benefits information for their non-represented positions including the total cost of compensation. This information was used to determine labor market compensation levels for comparable positions and develop a salary schedule for non-represented employees.

After collecting and analyzing the data from the salary and benefits survey, HRCC provided a recommendation on a classification framework for the City's non-represented positions. The framework included the creation of a "Job Map," which is used to assign positions to a hierarchy based on qualitative and quantitative analyses of each position (Exhibit 1, Appendix A).

In 2023, the City continued to work on implementation of the Compensation Plan with Ralph Andersen & Associates. The consultant worked with staff to develop the draft Compensation Plan for non-represented employees, update the City's existing compensation policies, and update the data gathered by HRCC to reflect the 2024 labor market.

ISSUE/DISCUSSION

Compensation Plan for Non-Represented Employees

Approximately half of the City's workforce (99 of the City's 207 employees) are classified as non-represented. Non-represented employees are not represented by a labor union. The City's non-represented employees include a variety of types of positions such as directors and managers, professionals, some technicians, associates, Youth and Family Services professionals, and Thrift Shop employees.

The Compensation Plan (Exhibit 1) is intended to provide a primary source for compensation-related policies for non-represented employees. The City has many established compensation policies, but they have not previously been organized in a single document. This new format will facilitate review and approval by the City Council, which is recommended to occur every three to four years.

The proposed Compensation Plan includes a new position classification system and updates to the City's compensation policies to bring them in line with current labor laws and best practices. The Compensation Plan also includes two new compensation policies as summarized below:

- A new holiday pay policy is proposed for non-represented seasonal and casual labor employees providing for compensation to be paid at one and a half times the regular hourly pay rate if they cannot take the holiday off. Additionally, part-time and full-time non-exempt (hourly) employees who work on a holiday and cannot take the day off will be paid one and a half times their regular hourly pay rate for the hours worked on the holiday, in addition to their regular pay. The current practice requires these employees to take a flex day off during the pay period if they work on a holiday, which causes issues with shift work and working outside of normal business hours, making it inefficient and impractical to administer.
- A new policy is proposed to incentivize early retirement notice. The policy provides that employees who give a minimum one-year notice of retirement in writing will be eligible to cash out 25% of their sick leave balance at the time of retirement (up to \$20,000). Such notice is a commitment to retire unless mutually waived. This new policy is intended to incentivize early notice of retirement to allow the City to advertise and recruit for the position ahead of the retirement vacancy. The goal is to allow for institutional knowledge transfer, minimize the time positions are vacant to ensure continuity of services, and create a longevity incentive for non-represented staff.

New Salary Schedule for Non-Represented Employees

The Compensation Plan policies guide the development of a salary schedule for non-represented employees, consistent with the market and best practices. As previously noted, non-represented employees are currently hired at the midpoint of the market and are not afforded any opportunity for salary progression.

In making the recommendation to implement a new salary schedule for non-represented employees, there are several policy variables to consider. The City Council Ad Hoc Finance Committee has identified the following decision points for Council consideration:

1. Salary ranges as a percentage of the median of the labor market (recommendation: 95% of median)
2. Number of steps in the salary schedule (recommendation: 7 steps)
3. Percentage difference between salary steps (recommendation: 4% steps)
4. Effective date of implementation (recommendation: July 1, 2024)

These policy variables are further described below, and the long-term budgetary impact is summarized at the end of the section.

1. Salary Ranges as a Percentage of the Median of the Labor Market

The compensation data collected as part of the Classification and Compensation Study was used to establish recommended salary ranges for the City's non-represented positions in alignment with the comparable labor market. The median of the labor market is a good measure to assess current salaries compared to the market. The median represents the "middle of the market," meaning that salaries of half of the comparable cities are above the median and half are below.

In establishing salary ranges for non-represented employees, the recommendation is to be at or slightly above the median to remain competitive in the market and retain top talent. The Ad-Hoc Finance Committee reviewed the alternatives and recommends establishing the non-represented employee salary schedule at 95% of the labor market median.

2. Salary Steps

There are twelve grades in the proposed salary schedule. Positions are grouped together in grades based on similarity of responsibilities and compensable factors of each position. Each grade has a salary range that applies to all the positions within the grade. The system of advancement to the top of the salary range is based on years of service in the position.

Most cities use a seven-step salary schedule. A 10-step salary schedule was also considered. The Ad-Hoc Finance Committee recommends establishing a seven-step salary schedule for non-represented staff.

3. Percentage Difference Between Salary Steps

In addition to the number of steps in the salary schedule, the difference between steps is also a policy consideration. Typically, seven-step salary schedules include a 4% difference between steps and ten-step salary schedules include a 3% difference between steps. A majority of the comparable cities use 7-step salary schedules. The Ad-Hoc Finance Committee recommends a 7-step salary schedule with 4% between steps as it is more in line with market practices.

4. Effective Date of Implementation

The effective date of implementation is any day after the Compensation Plan for non-represented employees is approved by the City Council. The staff recommend the implementation date be set as the

first day of the month following adoption. This allows time for payroll to implement changes to reflect the new changes.

Benefits

Benefits are an important component of total compensation. Benefits information was gathered from the comparable labor market for use in evaluating the City's benefits package for non-represented employees. The benefits comparison table is provided in Exhibit 2. The table includes data on standard local government benefits such as sick leave, vacation leave, holidays, retirement and supplemental retirement plans, medical insurance, dental insurance, vision insurance, health reimbursement arrangements and health savings accounts, life insurance, disability insurance, and other benefits.

The City is generally in alignment with the comparable labor market regarding benefits for non-represented employees. The Ad-Hoc Finance Committee does not recommend a change to the non-represented employee benefits package at this time.

Budgetary Impacts

Implementation of the Compensation Plan requires balancing three key considerations: achieving the desired market position (% of median), placing employees into the new structure based on experience, and managing future costs.

The table below reflects a 7-step salary schedule with 4% steps and estimates the financial impact over a four-year period. Assumptions were made about placement into the new salary schedule based on years of service for each position. Among the policy decisions inherent with implementing the new non-represented salary schedule, market position (e.g., 90%, 95%, 100% of market median) has the greatest budgetary impact on long-term costs. The Ad-Hoc Finance Committee recommends establishing the salary schedule at 95% of the median. Budgetary impacts of 100% of median and 90% of median are included in the table for comparison.

ESTIMATED BUDGETARY IMPACTS							
Market Position (% of Median)	Year 1 \$ Change	Year 2 \$ Change	Year 3 \$ Change	Year 4 \$ Change	4 Year Total Change		Outyears Remaining
					\$	%	
90%	\$202,152	\$134,470	\$71,571	\$53,101	\$461,294	3.0%	\$60,958
95%	\$395,121	\$260,701	\$159,380	\$106,406	\$921,608	5.9%	\$96,902
100%	\$680,506	\$421,594	\$304,807	\$171,165	\$1,578,072	10.2%	\$167,904

* Annual costs based on years in position placement into a seven-step plan

* Includes benefits costs

NEXT STEPS

Staff are seeking policy direction from the City Council on the Compensation Plan regarding:

1. Salary ranges as a percentage of the median of the labor market (recommendation: 95% of median)
2. Number of steps in the salary schedule (recommendation: 7 steps)
3. Percentage difference between salary steps (recommendation: 4% steps)
4. Effective date of implementation (recommendation: July 1, 2024)

With these policy decisions made, staff are recommending that the City Council adopt the Compensation Plan on Tuesday night.

Human Resources staff will immediately begin implementing the new salary schedule for non-represented employees.

RECOMMENDED ACTION

Provide policy direction and approve the Compensation Plan for Non-Represented Employees.

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CITY OF MERCER ISLAND COMPENSATION PLAN FOR NON-REPRESENTED EMPLOYEES

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COMPENSATION PHILOSOPHY

The City of Mercer Island supports a compensation philosophy that serves to attract, motivate, and retain satisfied and high-performing employees who provide vital services to the Mercer Island community. The City Council establishes compensation, benefits, merit systems, and retirement and pension systems for City employees as prescribed by [RCW 35A.11.020](#). The City Manager has authority to “appoint and remove at any time” part-time or full-time staff pursuant to [RCW 35A.13.080](#).

Introduction

This document provides the foundational principles and mechanisms which guide the City of Mercer Island in establishing, maintaining, and administering non-represented employee compensation. Key policy components of the compensation policy include:

- **Internal Consistency & Salary Hierarchy** – This includes the philosophy, compensable factors, and mechanisms used to establish the City’s pay structure based on the Job Map.
- **Market Definition and Trends** – The agencies or data sources that are used to measure the labor market to ensure the City’s Compensation Plan is anchored to labor market data and practices.
- **Survey Data Collection & Market Position** – The relative position the City will maintain in the market to ensure recruitment and retention needs are met within available financial resources.
- **Salary Range and Step Progression** – This includes the salary range for each grade and the number of steps within the range.

Additional salary administration practices will be defined in the City’s Employee Handbook, including promotion, transfer, and demotion practices.

Internal Consistency & Salary Hierarchy

The primary determination of salary levels involves an assessment of the City’s organizational structure and the corresponding position classification system. Position classifications reflect both the organization and service structure as well as the nature of duties and qualifications. The City uses a Role & Level system consisting of the following six roles:

- **Leader (6 Levels)**
This group recognizes directors, managers, supervisors, and other positions responsible for overseeing staff and other significant resources. The primary focus of the positions at this level is personnel management and administration of city/department operations. Positions at the highest levels are responsible for overseeing the strategic direction of the organization. Advanced knowledge of the field and the ability to supervise is required. The mid-range position in this level typically supervises a group of Associates, Technicians, Professionals, or lower-level Leaders. The lower range in this level supervises two or more Associates and/or Technicians and may perform some similar duties along with subordinates.
- **Professional (5 Levels)**
This group recognizes professional level positions requiring substantial education, training, and experience. The focus of these positions is high level, technical, or specialized

individual contributions requiring knowledge gained through formal education or deep relevant experience. Advanced knowledge of a specialized field is usually required. Duties entail a higher degree of difficulty and responsibility than Associate or Technician positions. Positions in this role typically report to middle management and do not have direct reports.

- **Technician (5 Levels)**

This group includes technical and paraprofessional level positions. These positions perform service-related duties that focus on technical or specialized individual contributions and typically require knowledge gained through technical certification and experience. The positions in this role support all levels of the organization and usually report to lower/middle management.

- **Associate (5 Levels)**

This group includes administrative and support positions. Work generally focuses on service or production-related individual contributions and provision of clerical, administrative, or operational support to all levels of the organization. Previous experience is preferred but not required for entry into the role. Positions in this role usually report to lower/middle management.

- **Youth & Family Services (5 Levels)**

This group includes non-management jobs within Youth & Family Services. The focus of these positions is on technical or specialized individual contributions that require knowledge gained through formal education and licensure. Advanced knowledge of a specialized field is required. Positions in this role typically report to middle management and do not have direct reports.

- **Thrift Shop (4 Levels)**

This group includes support and management positions responsible for operation of the Thrift Shop. The primary focus of these positions is retail operations to support the programs of the Youth & Family Services Department. Associate and lead positions perform tasks including inventory processing, customer service, and cashiering. Supervisor and manager positions focus on supervision of thrift store operations, personnel management, and development of long-term business strategy. The Thrift Shop has a separate classification structure from other City departments.

The City's non-represented positions are placed in a Job Map (see Appendix A), which is a hierarchical position structure based on compensable factors such as required expertise, budget and resource responsibility, decision making impact, autonomy, supervisory responsibility, and working relationships. Placement within the Job Map horizontally is based on the type of position and vertically is based on an internal assessment of the job and salary practices in the labor market.

Market Definition and Trends

In order to ensure City compensation meets the City's recruitment and retention needs, the Job Map is aligned with and anchored to market data. Market data is derived from comparable cities that meet the following criteria:

- Provide similar services, functions, and programs
- Located within a typical commuting distance to the City of Mercer Island (in King and south Snohomish Counties)

- Similar in population size if possible, or in the alternative include a balance of smaller and larger cities
- Total number of employees

Using the above criteria, a list of ten cities has been established to include in a salary survey of the City's benchmark positions. These cities include Auburn, Bothell, Edmonds, Issaquah, Kirkland, Lynnwood, Redmond, Sammamish, SeaTac, and Shoreline.

As needed, the City of Mercer Island may supplement the list of comparable cities to ensure data is compiled for unique service areas such as school counseling. Comparable cities are the primary basis for understanding market practices.

Data Collection & Market Position

The City's objective is to establish salary ranges that are at or near the middle of the labor market of comparable cities. Statistically, the middle of the market is the 50th percentile (median) with half the comparable cities offering compensation above this point and half below. The best practices for collecting, analyzing, and utilizing market data are as follows:

- Data should be collected for benchmark positions that represent all major position classifications from department directors to frontline employees. Benchmark positions are positions commonly found in comparable cities and have a standard and consistent set of responsibilities from one organization to another. It is ideal to collect at least four salary data points from comparable cities for each benchmark position.
- Data should be collected every three to five years.
- Survey comparisons between matched positions should compare the salary range maximum/control point (the point of range progression a satisfactory employee will progress to, not including supplemental performance pay or longevity pay).
- The cost impacts of establishing salary ranges and maintaining a competitive market position near the middle of the market may require using an adjustment factor. For example, establishing a market position of 95% of median may be sufficient to meet the City's recruitment and retention needs. Should the City have significant difficulty in recruiting and retaining employees, a higher market position may need to be considered.
- Benefits and total compensation data may need to be considered if the City's benefits are significantly better or worse than the survey cities.
- The City's Job Map establishes the overall hierarchy of position classifications within and across job groups. The process for integrating the survey market data includes averaging data points within each group level and/or utilizing percentage differentials such as 10%, 15%, and 20% to recognize differences in compensable factors.

Salary Range and Step Progression

Most public sector employers manage and maintain employee salaries within a defined salary range. The purpose of the salary range is to provide an absolute salary minimum and maximum for positions within each grade. Salary range progression through the steps recognizes that newly hired employees will have a period of acclimation, productivity improvement, and knowledge enhancement with each additional year of experience in the job.

In addition, it is important that the City's salary ranges are aligned with market practices to ensure optimal recruitment and retention. The City's salary ranges will be managed using a salary range table that will be maintained as follows:

- Salary range maximums are established based on market data and collective evaluation of positions in the grade.
- There is a [3% or 4%] increment between each step of the [7-step or 10-step] salary range structure.
- When a comprehensive market survey is conducted, the salary range table will be updated based on the integration of survey data into the Job Map structure.
- The range maximums will be adjusted for cost-of-living-adjustment (COLA) increases and each step will be recalculated based on the new range maximum.
- Salary placement into the salary range will be based on hiring policies in the Compensation Guidelines. When salary ranges change due to a market survey, salary placement will be the nearest step without a decrease in pay.

Employees with satisfactory performance will annually progress step by step within the salary range until the range maximum is achieved.

COMPENSATION POLICY

The following compensation policies apply to non-represented employees. Represented employees should refer to their respective collective bargaining agreements.

These policies do not alter the at-will status of non-represented employees; therefore, these policies should not be construed as a binding contract or guarantee of specific treatment. The City reserves the discretion to modify, suspend, revoke, or deviate from these policies at any time. In cases where these policies conflict with local, state, or federal law, the terms of the law will take priority.

1. Compensation

The City Manager shall be responsible for the management of employee compensation per the policy direction of the City Council.

- 1.1 **Establishment of Salary Ranges:** Salary ranges are established at [90% - 95% - 100%] of the median of labor market compensation data. The salary schedule consists of twelve (12) grades with salary ranges established for each grade. Each salary range consists of [7-steps or 10-steps] with [3% or 4%] increments between each step.

Market Study Frequency: Approximately every four to five years, the City Manager shall conduct a market study and recalculate the salary schedule subject to budget authority.

Initial implementation in 2024:

- Employees whose current compensation is within the range for their classification will be placed into a step that corresponds with the number of years they have served in their position without a decrease in pay.
- Employees with a current salary that exceeds the top step of their new salary range will be held at their current salary, without a reduction in compensation, until such time that cost of living adjustments and/or further market analysis indicates alignment with the salary schedule.
- The new salary schedule will be effective [July 1, 2024].

- 1.2 Benefits shall consist of the following:

- Medical insurance (the City pays the employee's premium, minus a monthly premium share payment and a percentage of the premium for employee's family coverage)
- Dental insurance (the City pays the total cost of the employee and the majority of the costs for family coverage)
- Vision insurance (the City pays the total cost of the employee and their family's coverage)
- Health retirement arrangement (HRA) contribution (amount based on medical plan choice)
- Social security
- Workers' compensation
- State employees' retirement system (PERS 2 or PERS 3)
- Disability, life, and accidental death and dismemberment insurance

- Holidays (11 observed and 1 floating)
- Sick leave (12 days per year)
- Vacation leave (starting at 15 days per year)
- Employee assistance program (EAP)
- Access to elective benefits
 - Deferred compensation accounts (457b)
 - Flexible spending account for healthcare, dependent care, or transportation
 - Supplemental insurance plans
 - Roth-IRAs

More information about the non-represented employee benefits package can be found in the Employee Handbook.

2. Classification Plan

The City Manager administers and maintains the classification plan for all positions, which includes the following six roles:

- Leader (6 levels)
- Professional (5 levels)
- Technician (5 levels)
- Youth & Family Services (5 levels)
- Associate (5 levels)
- Thrift Shop (4 levels)

Human Resources develops and maintains descriptions for each classification which describe the general character and attributes associated with the classification. Classification descriptions are not intended to be exhaustive. The classification descriptions are available in Appendix B.

Human Resources works with supervisors to develop position descriptions for each position which identify the type of work, distinguishing characteristics, essential functions, knowledge, skills, abilities, working conditions, minimum qualifications and any certifications or licenses required of the position. Specific expressions or illustrations describing typical duties and qualifications of a position do not exclude other duties and qualifications not specifically mentioned. An employee may not refuse assigned work because it is not explicitly included in the job description for the position.

The City reserves the right to review and revise the classification and position descriptions for all positions. An employee filling a position has no vested right to an existing classification or position classification.

3. Full-Time Equivalent Positions

Full-time Equivalent (FTE) positions are approved for funding by the City Council as part of the biennial budget process or through budget amending ordinances. The City Manager may hire Limited Term Equivalent (LTE) positions, seasonal, and/or contract staff as needed to meet work plan deliverables within the funding limits of the City's approved budget.

Pay for full-time equivalent employees is based on a work year of 2,080 hours. Pay for part-time employees is proportionate to the full-time work year. For example, the salary of a part-time employee who is regularly scheduled to work half-time, or 20 hours per week, is based on a work year of 1,040 hours.

4. Initial Pay Rates

New employees are expected to be hired at Step 1, Step 2, or Step 3 of the salary range for their respective position, depending on experience, knowledge, and skills, subject to approval by the City Manager.

Employees rehired into the organization shall have their pay rate determined by the factors described above regardless of their previous pay with the organization.

5. Overtime Pay

Non-exempt employees, as defined under the Fair Labor Standards Act, are entitled to overtime pay for working more than 40 hours in one week. Overtime pay is one and one-half (1 ½) times an employee's regular hourly pay rate. Time worked beyond 40 hours should be reported on an employee's timesheet rounded to the nearest ¼ hour. For the purpose of calculating overtime, holidays, sick leave, and vacation leave are included as time worked. This means that any hours taken as holiday, sick, or vacation leave contribute to the 40-hour threshold for overtime eligibility.

Exempt employees are not eligible for overtime pay.

6. Compensatory Leave In Lieu of Overtime Pay

Non-exempt employees may elect to receive compensatory time in lieu of cash payment at their overtime pay rate. Compensatory time shall be credited with leave time at the rate of one and one-half (1.5) times the number of hours worked as overtime. No employee may accumulate compensatory leave of more than 40 hours at any time.

7. Holiday Pay for Non-Exempt Employees

Paid holidays are based on a standard eight-hour workday with excess hours charged against employees' accrued vacation leave or compensatory time. They are also considered "actual hours of work" for determining overtime.

Seasonal and casual labor employees (working less than 20 hours per week or less than 30 hours per week at the Thrift Shop) who work on a holiday will be paid one and a half times their regular hourly pay rate.

Part-time (working more than 20 hours per week or more than 30 hours per week at the Thrift Shop) and full-time non-exempt (hourly) employees who work on a holiday, will be paid one and a half times their regular hourly pay rate for the hours worked on the holiday, in addition to their holiday pay. Approval from their supervisor is required. Example: An employee worked four hours at the Thrift Shop on President's Day. Their regular pay rate is \$15.00 per hour. They will be paid eight

hours of holiday pay at \$15.00 per hour AND four hours at one and a half times their regular hourly pay rate at \$22.50 per hour.

8. Emergency Callback Pay

All employees are expected to support their departments' emergency operations responsibilities. Non-exempt employees called back to work after working a regular shift will receive overtime at the rate of one and a half (1.5) times their regular pay rate for hours worked over 40 in a week. Exempt personnel called back to work are not eligible to earn overtime pay or accrue compensatory time for hours worked on callback.

9. Cost-of-Living Adjustments

The City may implement a cost-of-living adjustment (COLA) for non-represented employees, which adjusts the salary structure by an approved percentage. The COLA for non-represented employees matches that of the AFSCME Union's wage increases (inclusive of the minimum and maximum wage increases set in the AFSCME collective bargaining agreement). Implementation of annual COLAs is subject to City Council approval as part of the biennial budget adoption and mid-biennial budget review.

10. Acting Appointment Pay

Occasionally, it is necessary for an employee to serve in an interim capacity (more than 30 days) to temporarily perform the duties of another position. During these temporary assignments, the City will compensate the employee with an additional 5% of their base salary. Acting Appointment Pay requires City Manager approval and excludes all other benefits of the performing position.

11. Extra Duty Assignment

Occasionally, employees will take on additional duties or responsibilities than currently required for their job. During these assignments, the City will compensate the employee for up to an additional 5% of their base salary. Extra Duty Assignment pay requires City Manager approval.

12. Promotion

Employees receiving a promotion will be placed in a step in their new salary range that is at least 5% above their current base salary. Promotional pay increases above 10% require City Manager approval.

13. Out-of-Cycle Salary Adjustment

Salary adjustments are occasionally warranted to address extraordinary changes in the labor market that may impact the City's ability to attract and retain a qualified workforce or for other reasons such as internal consistency or an organizational need. In reviewing potential out-of-cycle salary step adjustments, the following may be considered:

- Comparable positions in the market
- Performance

- Length of service in the job
- Current salary
- Internal consistency

Out-of-cycle salary step adjustments require City Manager approval.

14. Separation Pay

Upon separating from the City, an employee shall be paid for:

- All hours worked up to and through the date of separation, including all overtime owed; and
- Any accrued but unused vacation time through the last full month of employment; and
- Any accrued but unused compensatory time off up to 40 hours (non-exempt employees only); and

Other payments may be provided for or, in cases of dismissal, by agreement between the employee and the City as approved by the City Manager.

15. Retirement Incentive

Employees that provide a minimum of a one-year notice of retirement in writing will be eligible to cash out 25% of their sick leave balance (up to \$20,000) at the time of retirement. Employees must be eligible to retire under Department of Retirement Services requirements.

16. Severance Pay

If an employee is terminated due to workforce reduction, elimination of their position, resignation in lieu of termination, or similar situation, the City Manager may authorize a lump sum severance payment up to four months' salary for that employee. The amount of severance pay is based on the discretion of the City Manager and may include consideration of the length of service, level of job performance, and comparable termination benefits in past decisions. A termination agreement outlining the terms of the severance is required for the employee to receive severance pay.

Severance pay shall not be provided if the termination is for misfeasance, malfeasance, or conviction of a crime involving moral turpitude.

Severance pay will not be considered "compensation earnable" for purposes of calculating PERS entitlement in accordance with WAC 415-108-450(3)(d) and WAC 415-108-460-(3)(e). Payment is subject to Federal Income Tax and Social Security Tax withholding but is not subject to retirement deductions. Payment may be treated as deferred compensation, but not salary for PERS, PSERS, or LEOFF purposes.

17. Directors Additional Benefits

In addition to benefits offered to non-represented employees, Directors will receive the following benefits in January each year, subject to approval of the funding in the biennial budget:

- A. \$3,000 Health Savings Contribution. This award is specifically reserved for health care expenses and must be deposited into a health savings account (HSA) or health reimbursement arrangement (HRA) account.
- B. \$1,500 Discretionary Cash Award. Directors may elect to receive this award as:
 - 1. Cash (net of taxes); or
 - 2. Added to a Flexible Spending Account; or
 - 3. Deposited into a deferred compensation account
 - 4. Deposited into an HRA account.

These benefits will be pro-rated for new Directors. Directors who separate from employment or are reclassified are required to reimburse the City for the pro-rated amount. Employees filling a Director position in an acting or interim role are not eligible to receive Directors Additional Benefits.

Directors that are reclassified to a non-director position must reimburse the City for the pro-rated amount of Additional Benefits at the time reclassification. The employee may reimburse the City for the pro-rated amount over a period, mutually agreed upon with the City Manager.

Directors are positions in levels L5 and L6 of the Job Map.

18. Employee Recognition Program

The Employee Recognition Program is designed to award employees for excellent performance. This may include, but is not limited to excellence in customer service, project management, leadership, problem-solving, efficiency, versatility, and flexibility.

As part of the Employee Recognition Program, employees may be nominated to receive monetary awards. Monetary awards of \$300 or less must be approved by the Department Director and Human Resources. Monetary awards of \$300-\$2,500 must be approved by the City Manager. All monetary awards are charged to the department in which the employee receiving the award works. In addition, employees may be nominated to receive \$25 gift cards. Gift cards are charged to the Human Resources budget.

The IRS classifies cash awards and gift cards (over \$25) as taxable income. Payroll withholds taxes accordingly.

19. Employee Service Awards

Employee Service Awards are provided to all regular full-time and part-time City employees at 5, 10, 15, 20, 25, and 30 years of service on their anniversary date. Employee Service Awards are monetary awards equal to 10 times the employee's years of service (i.e., an employee with 10 years of service will receive a \$100 award). Human Resources is responsible for identifying when

employees should be honored, notifying the employees, and announcing the awards internally. The IRS classifies cash awards as taxable income. Payroll withholds taxes accordingly.

20. City Manager Authority

The City Manager may at their discretion in extraordinary circumstances make exceptions to the Compensation Plan to meet organizational needs consistent with the best interests of the City.

Appendix A – Job Map

L	LEADER	P	PROFESSIONAL	T	TECHNICIAN	Y	YOUTH & FAMILY SERVICES	A	ASSOCIATE
12	L6 Chief of Administration Chief of Operations								
11	L5 City Attorney CPD Director Finance Director								
10	L4 Deputy CPD Director Deputy Finance Director Deputy PW Director City Engineer/Deputy PW Director Police Commander YFS Administrator								
9	L3 Building Official Capital Division Manager IT Manager Planning Manager Utilities Operations Manager	P5							
8	L2 Assistant Building Official Human Resources Manager Parks Operations Manager Recreation Manager Right-of-Way & Stormwater Manager Support Services Manager	P4	City Clerk Principal Planner Senior Development Engineer Senior Paralegal/Public Records Officer Senior Street Engineer Senior Systems Administrator Senior Transportation Engineer Senior Utility Engineer						
7	L1 Clinical Supervisor Court Administrator Customer Service Manager GIS Manager Permit Services Manager Recreation Supervisor	P3	Communications Manager Development Engineer Emergency Manager Senior Building Plans Examiner Senior CIP Project Manager Senior Long Range Planner Senior Management Analyst Senior Planner Street Engineer Systems Administrator Transportation Engineer Utility Engineer						
6		P2	Building Plans Examiner CIP Project Manager CPD Admin Coord/Dep City Clerk Finance Analyst II Human Resources Analyst II Management Analyst II Natural Resources Program Manager Paralegal/Public Records Assistant Planner Sustainability Program Manager Urban Forestry Program Manager	T5	Accountant II Business Systems Analyst II City Arborist GIS Analyst II Payroll Analyst II	Y5	School-Based Mental Health Counselor Family & Individual Therapist Mental Health & Substance Abuse Specialist		
5		P1	Assistant Planner Finance Analyst I Human Resources Analyst I Management Analyst I Project Coordinator Recreation Coordinator	T4	Accountant I Business Systems Analyst I Payroll Analyst I GIS Analyst I	Y4	Family Support Specialist	A5	Executive Assistant to the City Manager
4				T3	Systems Support Specialist	Y3	Geriatric Specialist	A4	Senior Administrative Assistant Court Clerk II Recreation Specialist
3				T2	GIS Technician	Y2	Prevention Programs Coordinator YFS Programs Coordinator	A3	Court Clerk I
2				T1		Y1		A2	Recreation Assistant Seasonal Volunteer Coordinator
1								A1	
TF		THRIFT SHOP							
	TF4	Thrift Shop Manager							
	TF3	Thrift Shop Supervisor							
	TF2	Thrift Store Lead							
	TF1	Thrift Store Associate							

All job titles, classifications, levels, and roles are subject change.

Appendix B - Grade, Role, & Level Classification Guide

Leader		
<p>Role: Primary focus of the job is people management (hiring, training, performance management, budgeting). Lower Leader levels supervise two or more Associates and/or Technicians and may perform some similar duties along with subordinates. In the mid-level, usually supervises a group of Associates, Technicians, Professionals, or lower-level Leaders. At the highest levels, the job includes accountability for the strategic direction of the organization. Advanced knowledge of the field and the ability to supervise is required.</p>		
Grade	Level	Definition
12	L7	<p>Executive Team</p> <ul style="list-style-type: none"> Manages the organization's core business operations Determines organization's internal and external messaging Planning of various development processes, group principles and group practices Monitors development of financial matters and group business plans Manages mid and high-level Leaders <p>Advanced degree or 15+ years of relevant experience including people management</p>
11	L6	<p>Directors</p> <ul style="list-style-type: none"> Develops broad-scope strategies, initiatives and processes that have impact on the organization and department Works across functions with peers in other groups to ensure collaboration for shared goals Facilitates goal creation for the broader function Manages mid and low-level Leaders and / or Professionals <p>Advanced degree or 10 to 15 years of relevant experience including people management</p>
10	L5	<p>Deputy Directors</p> <ul style="list-style-type: none"> Collaborates with senior leadership to develop broad-scope strategies, initiatives and processes that have impact on the department Implements those strategies, initiatives, and processes within the department Works across functions with peers in other groups to ensure collaboration for shared goals Facilitates goal creation for team member level Manages low level Leaders, Professionals, Technicians and Associates <p>Bachelor's degree in related field or 7 to 10 years of relevant experience including people management</p>
9	L4	<p>Senior Manager</p> <ul style="list-style-type: none"> Manages and participates in the implementation of strategies, initiatives, and processes within the department Develops strategies and initiatives for a functional area within the department Manages daily operations; plans the use of materials and personnel Facilitates goal creation for team member level Serves as expert advisor to internal team members Manages Professionals, Technicians and / or Associates <p>Bachelor's degree in related field or 5 to 7 years of relevant experience including people management</p>
8	L3	<p>Manager</p> <ul style="list-style-type: none"> Plans, manages, and organizes the operations of a significant function within the department Implements strategies and initiatives for a functional area within the department Serves as advisor to internal team members Manages Professionals, Technicians and / or Associates <p>Typically requires a bachelor's degree in related field or at least 5 years of relevant experience</p>
7	L2	<p>Senior Supervisor</p> <ul style="list-style-type: none"> Helps to manage and participate in the implementation of strategies and initiatives for a functional area within the department Typically supervises a team of Associate and Technician level employees Sets objectives and delivers results that have some longer-term impact within the job area

Appendix B - Grade, Role, & Level Classification Guide

6	L1	<p>Likely promoted from within or new to management Typically requires a bachelor’s degree in related field or 4 years of relevant experience, including 1 year of supervisory experience</p> <p>Supervisor Helps to manage and participate in the implementation of strategies and initiatives for a functional area within the department Typically supervises a small to mid-size team of service, production, support employees in Associate or Technician roles May spend up to half of time performing similar tasks as service, production, or support subordinates Sets objectives and delivers results with a short-term, operational focus Typically requires a bachelor’s degree in related field or 2 years of relevant experience; previous lead worker experience is almost always required</p>
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Professional

Role: Focus of job is on a higher level, technical or specialized individual contributor work; requires knowledge gained through formal education or deep relevant experience. Advanced knowledge of a specialized field is usually required; higher degree of difficulty and responsibility than Associate or Technician jobs. Typically, jobs in this role report to middle management and do not have direct reports.

Grade	Level	Definition
10	P6	<p>Senior Leadership Implements strategies and initiatives with a direct on departmental/functional results Manages daily operations including planning the use of materials and resources Recommends policies, methods, or processes Serves as expert advisor to peers and other team members Processes more complex issues and exercises independent judgment with only periodic review of routine work by supervisor Advanced degree or 15+ years of relevant experience</p>
9	P5	<p>Senior Advanced Lower Professional Contributor Implements strategies and initiatives with a direct impact on departmental/functional results Manages daily operations including planning the use of materials and resources Recommends policies, methods, or processes Serves as expert advisor to peers and other team members May lead others in developing advanced and progressive solutions to important, highly complex strategic and operating problems; cross-department considerations are often present Advanced degree or 10 to 15 years of relevant experience Engages others in creating multi-disciplinary innovations and solutions to unusually complex and strategic problems Contributes to employees' professional development</p>
8	P4	<p>Advanced Level Professional Contributor Advanced individual contributor with responsibility for technically advanced or specialized area of work Assists with planning and coordinating the work activities and resources necessary to successfully complete projects May provide training or expert guidance to or manage the work of other intermittently May be responsible for a function, program, or project Bachelor’s degree in related field or 5 to 10 years of relevant experience Engages others in creating multi-disciplinary transformations and solutions to unusually complex and strategic problems May provide general guidance / direction to or train lower-level personnel in Associate or Technician roles</p>

Appendix B - Grade, Role, & Level Classification Guide

7	P3	<p>May contribute to other employees' professional development</p> <p>Senior Level Professional Contributor</p> <p>Experienced individual contributor with responsibility for an advanced area of work Works collaboratively to execute daily departmental operations May provide guidance to other team members May have joint responsibility with a senior contributor for a function, program, or project Bachelor's degree in related field or 5 to 7 years of relevant experience May oversee the completion of projects or assignments, including planning, assigning, monitoring, and reviewing progress and accuracy of work, evaluating results, etc. May provide general guidance / direction to or train lower-level personnel in Associate or Technician roles</p>
6	P2	<p>Intermediate Level Professional Contributor</p> <p>Intermediate individual contributor on a project or specialty work team Works collaboratively to execute daily departmental operations Performs professional level work that typically requires processing and interpreting complex issues Works independently on projects/assignments and provide support for larger assignments that have department impact Bachelor's degree in related field or 3 to 5 years of relevant experience May provide general guidance / direction to or train lower-level personnel in Associate or Technician roles</p>
5	P1	<p>Entry Level Professional Contributor</p> <p>Entry level professional usually working on a team providing support for larger projects, processes, or programs Works within established procedures and identifies and solves problems Work is of limited scope, typically on smaller, less complex assignments Bachelor's degree in related field or 1 to 3 years of relevant experience May provide general guidance / direction to or train lower-level staff in Associate or Technician roles</p>

Technician		
<p>Role: Service-related work that focuses on technical or specialized individual contributor work; requires knowledge gained through technical certification and previous experience. Uses practical knowledge and informal educational experience to complete job duties. The jobs in this role support all levels of the organization and usually report to lower/middle management.</p>		
Grade	Level	Definition
7	T6	<p>Senior Specialist</p> <p>Experienced individual contributor with responsibility for an advanced area of work Performs the most complex and technically demanding work within area of specialization Develops new procedures to address shifts in technological innovations Anticipates and intervenes when problems are identified and provides effective and efficient solutions Establishes deadlines for major project work; works to tight and frequent deadlines Associate degree/technical certification or 10 years of relevant experience Provides expert advice, training, and technical assistance to lower-level service, production, and support personnel</p>
6	T5	<p>Specialist</p> <p>Performs complex and technically demanding work within area of specialization May develop new procedures to address shifts in technological innovations Anticipates and intervenes when problems are identified and provides effective and efficient solutions</p>

Appendix B - Grade, Role, & Level Classification Guide

		Coordinates and monitors activities with others to assure shared responsibilities are accomplished Establishes deadlines for major project work; works to tight and frequent deadlines Associate degree/technical certification or 5 years of relevant experience Provides expert advice, training, and technical assistance to lower-level service, production, and support personnel
5	T4	Lead Contributor Subject matter expert in service, production, or support area of responsibility Performs all of the standard and all of the specialized and most complex aspects of the function Responsibility includes leading the work of others on a regular and on-going basis Associate degree/technical certification or 4 years of relevant experience May provide expert advice, training, and technical assistance to lower-level service, production, and support personnel
4	T3	Senior Contributor Contributes to daily operations under the supervision of a Professional or Leader Performs the entire standard and some specialized more complex aspects of the function Associate degree/technical certification or 3 years of relevant experience May provide general and technical assistance to lower-level Associates or Technicians
3	T2	Intermediate Contributor Contributes to daily operations under the supervision of a Professional or Leader Performs all or most of the standard work within the function Technical certification or 2 years of relevant experience
2	T1	Entry Level Contributor Contributes to daily operations under the supervision of a Professional or Leader Performs the basic and routine tasks within a function Likely has paid internship or other entry level experience, including a technical body of knowledge

Youth & Family Services

Role: Focus of job is on technical or specialized individual contributor work in human services; requires knowledge gained through formal education and licensure. Advanced knowledge of a specialized field is required; higher degree of difficulty and responsibility than some Professional or Associate or Technician jobs. Typically, jobs in this role report to middle management and do not have direct reports.

Grade	Level	Definition
6	Y5	Licensed Mental Health or Social Work Clinician Implements strategies and initiatives with a direct impact in the domain of professional behavioral health/human services Manages daily operations/caseloads including planning the use of resources and delivering mental health/social work care in outpatient, school-based, or community settings Understands and adheres to behavioral healthcare policies, methods, ethics, and processes including confidentiality, safety, and security Serves as expert advisor/collaborator to peers and other team members May lead others in developing advanced and progressive solutions to important, highly complex strategic and operating problems; cross-department considerations are often present Advanced degree and clinical license in appropriate behavioral healthcare discipline required May provide general and technical assistance to Senior Mental Health or Social Work Specialists
5	Y4	Senior Mental Health or Social Work Specialist Advanced individual contributor with responsibility for technically advanced or specialized area of work in the behavioral health/human services domain

Appendix B - Grade, Role, & Level Classification Guide

4	Y3	<p>Implements strategies and initiatives with a direct impact on customers in the domain of professional behavioral health/human services</p> <p>Manages daily operations/caseloads including planning the use of resources and delivering mental health/social work care in outpatient, school-based, or community settings</p> <p>Understands and adheres to behavioral healthcare policies, methods, ethics, and processes including confidentiality, safety, and security</p> <p>Serves as expert advisor/collaborator to peers and other team members</p> <p>May lead others in developing advanced and progressive solutions to important, highly complex strategic and operating problems; cross-department considerations are often present</p> <p>Bachelor's degree in related field and relevant certification required</p> <p>May provide general and technical assistance to Mental Health or Social Work Specialists</p> <p>Mental Health or Social Work Specialist</p>
		<p>Individual contributor with responsibility for technically advanced or specialized area of work</p> <p>Implements strategies and initiatives with a direct impact on customers in the domain of professional behavioral health/ human services</p> <p>Manages daily operations/caseloads including planning the use of resources and delivering mental health/social work care in outpatient, school-based, or community settings</p> <p>Bachelor's degree in related field and relevant certification required</p> <p>Serves as advisor/collaborator to peers and other team members</p> <p>May provide general and technical assistance to Senior Contributors</p>
3	Y2	<p>Senior Contributor</p> <p>Contributes to daily operations under the supervision of a Leader</p> <p>Performs the entire standard and some specialized more complex aspects of the function</p> <p>Understands and adheres to behavioral healthcare policies, methods, ethics, and processes including confidentiality, safety, and security</p> <p>Associate degree/technical certification or 2 years of relevant experience</p> <p>May provide general and technical assistance to entry-level Contributors</p>
		<p>Entry Level Contributor</p> <p>Contributes to daily operations under the supervision of a Leader</p> <p>Performs the basic and routine tasks within a function</p> <p>Understands and adheres to behavioral healthcare policies, methods, ethics, and processes including confidentiality, safety, and security</p> <p>Has some previous directly related experience</p> <p>This level is intended to provide on-the-job-training to employees with basic skills</p>

Associate		
<p>Role: Service or production-related individual contributor work; typically requires minimum skill. Work generally focuses on providing clerical, administrative or operational support to all levels of the organization. Previous experience is preferred but not required for entry into the role. The jobs in this role usually report to lower/middle management.</p>		
Grade	Level	Definition
5	A5	<p>Individual Contributor</p> <p>Individual contributor and/or senior service, production, or support roles highly experienced in area of responsibility whose function includes leading the specialized work of others in the job family on a regular and on-going basis</p> <p>Performs all of the standard and all of the specialized and most complex aspects of the function</p> <p>Serves as subject-matter expert in area of specialization</p> <p>HS diploma or GED required</p> <p>Requires at least 5 years of directly related experience, including some previous lead-worker responsibility or demonstrated ability to lead the work of others</p>

Appendix B - Grade, Role, & Level Classification Guide

4	A4	<p>Provides expert advice, training, and technical assistance to lower-level service, production, and support personnel</p> <p>Lead Contributor</p> <p>Senior service, production, or support roles highly experienced in area of responsibility whose function includes leading the work of others in the job family on a regular and on-going basis</p> <p>Performs all of the standard and most of the specialized and most complex aspects of the function</p> <p>HS diploma or GED required</p> <p>3 years of directly related experience is required to successfully perform the job, including some previous lead-worker responsibility, or demonstrated ability to lead the work of others</p> <p>Provides expert advice, training, and technical assistance to lower-level service, production, and support personnel</p> <p>May schedule workers or assign specific duties, with review by Supervisor</p> <p>Leads the work of others and contributes to their professional development</p>
3	A3	<p>Senior Contributor</p> <p>Contributes to daily operations under the supervision of a Professional or Leader</p> <p>Senior service, production or support role that is experienced in area of responsibility</p> <p>Performs the entire standard and some specialized more complex aspects of the function</p> <p>May provide general guidance to lower-level Associates</p> <p>HS diploma or GED required</p> <p>2 years of directly related experience is required to successfully perform the job</p>
2	A2	<p>Intermediate Contributor</p> <p>Contributes to daily operations under the supervision of a Professional or Leader</p> <p>Performs all or most of the standard work within the function</p> <p>HS diploma or GED required</p> <p>At least 1 year of directly related experience is required to successfully perform the job</p>
1	A1	<p>Entry Level Contributor</p> <p>Contributes to daily operations under the supervision of a Professional or Leader</p> <p>Performs the basic and routine tasks within a function</p> <p>Has some previous directly related experience</p> <p>This level is intended to provide on-the-job-training to employees with basic skills</p>

Thrift Shop		
<p>Role: Retail service and production-related individual contributor work. Work generally focuses on providing customer service, production, and retail operational support. Previous experience is preferred but not required for entry into the role; lower levels typically require minimum skill.</p>		
Grade	Level	Definition
6	TF4	<p>TS Manager</p> <p>Manages and participates in the implementation of strategies, initiatives, and processes within the department</p> <p>Manages daily operations; plans the use of materials and personnel</p> <p>Facilitates goal creation for team member level</p> <p>Serves as expert advisor to internal team members</p> <p>Manages TS Supervisors, TS Leads, and TS Associates</p> <p>Bachelor’s degree in related field or 5 to 7 years of relevant experience including people management</p>
5	TF3	<p>TS Supervisor</p> <p>Typically supervises a small to mid-size team of service, production, support employees in TS Lead or TS Associate roles</p> <p>May spend up to half of time performing similar tasks as service, production, or support subordinates</p>

Appendix B - Grade, Role, & Level Classification Guide

3	TF2	TS Lead	Supervises daily operations under the guidance of TS Manager Leads the specialized work of others on a regular and on-going basis HS diploma or GED required Requires at least 5 years of directly related experience, including some previous lead-worker responsibility or demonstrated ability to lead the work of others
		TS Associate	Leads daily operations under the supervision of a TS Supervisor Provides advice, training, and technical assistance to lower-level TS Associates May schedule workers or assign specific duties, with review by TS Supervisor 2 years of directly related experience is required to successfully perform the job, including some previous lead-worker responsibility, or demonstrated ability to lead the work of others
2	TF1	TS Associate	Contributes to daily operations under the supervision of a TS Supervisor Performs the basic and routine tasks within a function This level is intended to provide on-the-job-training to employees with basic skills

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City of Mercer Island

2024 Benefits Comparison for Non-Represented Employees

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Organization	Annual Paid Holidays	Sick Leave Annual (Days)	Sick Leave Cap (Days)	Sick Time Paid Out at Termination	Maximum Sick Leave Cash Out (Hours)	Minimum Balance of Sick Time to Cash Out (Hours)
City of Auburn	13	12	120	If have over 960 hours will be cashed out at 25% of the difference between accrued amount and 960 hours	N/A	961
City of Bothell	13	12	N/A	For hours over 960, cash-out 10% for voluntary separation and 20% for layoff or retirement	No cash-out; but employees may convert up to 24 hours to vacation leave.	192
City of Edmonds	12	12	125	Up to 400 hours at regular pay with honorable separation	Conversion is 3 hours of sick to 1 hour of compensation; max payout is \$1000	Sick leave cash out only available if balance is more than 800 hours
City of Issaquah	14	8	160	Minimum 5 years of service to qualify, 1% per year of service up to 25%	N/A	N/A
City of Kirkland	13	12	120	None	N/A	N/A
City of Lynnwood	12	12	N/A	Payment of 50% of sick leave balance to VEBA account	N/A	N/A
City of Redmond	13	12	120	Retirement eligible employees may receive 25% of sick leave cashed out up to 960 hours.	25% of sick leave accrued in preceding 12 months	N/A
City of Sammamish	15	24	90	25%	N/A	N/A
City of SeaTac	11	12	N/A	25% up to 64 hours (only if not participating in annual sick leave cash-out program)	At 100 hours, cash-out 10%; At 300 hours, cash-out 25%; At 720 hours, cash-out 50%	100
City of Shoreline	13	12	130	10% paid out for retiring employees	N/A	N/A
SUMMARY	Average: 12.90	Average: 12.80	Average: 123.57	Most have a qualifier/limit such as max hours or % of balance.	Most cities do not offer sick leave cash out	For cities that payout, there is a minimum balance for eligibility.
City of Mercer Island	13	12	90	None	N/A	N/A

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Organization	Recipient	Annual Vacation Accrual (Days) by Length of Service						Accrual Cap for Vacation Time (Days)	Vacation Time Paid Out at Termination
		0 to 4 Years	5 to 9 Years	10 to 14 Years	15 to 19 Years	20 to 24 Years	25+ Years		
City of Auburn	All	12	15	18	21	24	26	2x annual accrual amount	100%
City of Bothell	All	12	15	18	21	24	26	2x annual accrual amount	100%
City of Edmonds	Employees	11	16	21	22	22	N/A	2x annual accrual amount	100%
	Managers	16	21	22	22	25	27		
	Directors	22	22	22	22	25	27		
City of Issaquah	All	16	20	24	26	28	N/A	2x annual accrual amount	100%
City of Kirkland	All	13	16	17.50	21	24	25	35	100%
City of Lynnwood	All	11	15	18	21	25	25	2x annual accrual amount	100%
City of Redmond	Employees	12.75	16.80	19.20	21.80	23	N/A	45	100%
	Directors	21	21	21	21.8	23	N/A		
City of Sammamish	All	12 to 15	16 to 20	21	23	25	27	30	100%
City of SeaTac	All	8 to 10	10 to 12	12 to 14	14 to 16	16 to 17	18.00	2x annual accrual amount	25% of unused sick leave paid, not to exceed 64 hours
City of Shoreline	All	14.50	17.60	19.60	23	N/A	N/A	2x annual accrual amount	100%
SUMMARY	N/A	Average: 12.78	Average: 16.49	Average: 19.41	Average: 21.98	Average: 24.00	Average: 23.90	Most cities have a cap of 2x annual accrual amount	Almost all pay 100%
City of Mercer Island	Employees	15	18	21	24	N/A	N/A	30	Up to 240 hours
	Directors	24	24	24	24	N/A	N/A		

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Organization	Incentive Programs Available for Employees with Unused Vacation or Sick Time at the End of the Annual Accrual Cycle	Annual Management or Personal Days	Retirement Plans in Addition to PERS	Employer Contributions to Supplemental Retirement Plans
City of Auburn	Employees are compensated for 25% of accumulated and unused sick leave over 960 hours on record as of December 31 of each year.	5	457b	N/A
City of Bothell	May cash-out unused SICK PTO if unable to utilize management leave due to extraordinary circumstances, may cash-out up to 80 hours of vacation (if balance does not fall below 96 hours)	10	457b	5 years: 2% 10 years: 3% 15 years: 4% 20 years: 5%
City of Edmonds	May cash-out unused sick leave	10 Management Leave	401a 457b ROTH	401a is a social security replacement program; City and Employee both contribute 6.2%
City of Issaquah	N/A	Exempt staff: 5 Managers: 7.5 Directors: 10	457b	One to one match up to \$200/month
City of Kirkland	N/A	Supervisors: 3.75 Managers: 5 Directors: 6.25	401k 457b	MEBT 401k = 6.2%
City of Lynnwood	N/A	Subject to Mayor's discretion; not guaranteed	457b, DRS DCP	N/A
City of Redmond	May get a credit equal to 25% of unused sick leave accrued during the preceding 12 months, take either as cash or added to vacation leave	6	401k 457b	MEBT: City matches 6.2%

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Organization	Incentive Programs Available for Employees with Unused Vacation or Sick Time at the End of the Annual Accrual Cycle	Annual Management or Personal Days	Retirement Plans in Addition to PERS	Employer Contributions to Supplemental Retirement Plans
City of Sammamish	City Manager can approve vacation carryover request if the employees' balance is over the annual cap due to workload; employees can donate unused accruals to the city's shared leave bank	5	401a 457b	401a 6.2%
City of SeaTac	Employee may cash-out sick leave earned but not taken at the end of each calendar year or convert to vacation leave.	2	401a 457b	401a is a social security replacement program; City contributes 5.5342%. City matches 40% of all contributions to 457b up to 2% of the employee's monthly income
City of Shoreline	Employee may cash-out unused Vacation leave	2	401a 457b	401a 6.2%, 457b only if employee has unused funds from the benefits allocation amount
SUMMARY	Some cities offer a % of cash out at end of calendar year.	Average: 5.00	All cities offer a 457b and many also offer another type of plan (primarily for social security replacement costs).	Contributions vary based on whether the city participates in social security. Some offer 457b match.
City of Mercer Island	Annual vacation leave cash out: after 3 years: 3 days; 5 years: 6 days, 10 years 8 days annually. Directors can cash out additional 5 days (10 days max)	N/A	457b	N/A

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Organization	MEDICAL Insurance: Employer and Employee Cost Share % (Employee Only)	MEDICAL Insurance: Employer and Employee Cost Share % (Employee + Dependents)	HRA/HSA Employer Contribution
City of Auburn	100% ER / 0% EE	90% ER / 10% EE	N/A
City of Bothell	100% ER / 0% EE	90% ER / 10% EE	Offered only for HDHP; For 1st year employees: \$2000 for employee only plus \$4000 for each additional dependent. For 2nd year and after, \$1,500 for employee only plus \$3000 for each additional dependent.
City of Edmonds	100% ER / 0% EE	90% ER / 10% EE	N/A (HRA VEBA contributions are provided based on Council Approval, not currently offered in 2024)
City of Issaquah	100% ER / 0% EE	90-100% ER / 0-10% EE	N/A
City of Kirkland	100% ER / 0% EE	100% ER / 0% EE	Employees enrolled in HDHP receive employer funded HRA of \$1,200/yr (employee) or \$2,400/yr (family)
City of Lynnwood	100% ER / 0% EE	90% ER / 10% EE	Offered only for HDHP; \$1,500 for employee only plus \$500 for each additional dependent.
City of Redmond	100% ER / 0% EE	87-95% ER / 5-13% EE	N/A
City of Sammamish	100% ER / 0% EE	92% ER / 8% EE	N/A
City of SeaTac	90% ER / 10% EE	90% ER / 10% EE	City contributes 2:1 to the HSA up to IRS limit.
City of Shoreline	Tier I (\$1,146) and II (\$2,417) allotments to buy benefits. Unused Tier I funds are contributed to 457b. Premium costs exceeding Tier II are paid by the employee. Tier I is enough to cover employee 100%.		N/A
SUMMARY	Most cities cover 100% of employee medical premiums	Most cities cover around 90% of dependent medical premiums	For cities that contribute, most policies are dependent on the type of medical plan chosen by the employee.
City of Mercer Island	Employees pay \$10 of monthly premium cost for employee only coverage.	75% ER / 25% EE	\$1,200/year for HF 250, \$3,000/year for HDHP

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Organization	DENTAL Insurance: Employer and Employee Cost Share % (Employee Only)	DENTAL Insurance: Employer and Employee Cost Share % (Employee + Dependents)	ORTHODONTIA Insurance: Employer and Employee Cost Share % (Employee Only)	ORTHODONTIA Insurance: Employer and Employee Cost Share % (Employee + Dependents)
City of Auburn	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE
City of Bothell	100% ER / 0% EE	90% ER / 10% EE	90% ER / 10% EE	90% ER / 10% EE
City of Edmonds	100% ER / 0% EE	90% ER / 10% EE	100% ER / 0% EE	90% ER / 10% EE
City of Issaquah	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE
City of Kirkland	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE
City of Lynnwood	100% ER / 0% EE	90% ER / 10% EE	Not covered unless employee elects Willamette option.	Not covered unless employee elects Willamette option.
City of Redmond	100% ER / 0% EE	85-92% ER / 8-15% EE	Included in Dental Coverage	Included in Dental Coverage
City of Sammamish	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE
City of SeaTac	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE	100% ER / 0% EE
City of Shoreline	City offers Tier I (\$1,146) and II (\$2,417) allotments to employees buy benefits. Unused Tier I funds are contributed to 457b. Premium costs exceeding Tier II are paid by the employee. Tier I is enough to cover employee 100%.			
SUMMARY	All cities cover 100% of employee dental premiums.	Most cities cover from 90-100% of dependent dental premiums.	Most cities cover 100% of employee orthodontia.	Most cities cover 90-100% of dependent orthodontia.
City of Mercer Island	100% ER / 0% EE	75% ER / 25% EE	Only offered with Willamette 100% ER / 0% EE	Only offered with Willamette 75% ER / 25% EE

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Organization	VISION Insurance: Employer and Employee Cost Share % (Employee Only)	VISION Insurance: Employer and Employee Cost Share % (Employee + Dependents)	Life Insurance	Short-Term/Long-Term Disability Insurance
City of Auburn	100% ER / 0% EE	100% ER / 0% EE	\$10,000	Long-term
City of Bothell	100% ER / 0% EE	100% ER / 0% EE	\$100,000	Long-term
City of Edmonds	100% ER / 0% EE	90% ER / 10% EE	\$50,000	Long-term
City of Issaquah	100% ER / 0% EE	100% ER / 0% EE	\$50,000	Long-term; 90 days
City of Kirkland	100% ER / 0% EE	100% ER / 0% EE	2x annual salary	Long-term
City of Lynnwood	100% ER / 0% EE	100% ER / 0% EE	\$50,000	Long-term; 90 days, 60% monthly earnings
City of Redmond	100% ER / 0% EE	87-94% ER / 6-13% EE	\$50,000 (Directors and up: 1x salary up to \$150k)	Short-term: from 3-6 months. 40%-60% of salary Long-term: 60%, 180 days; \$7800/month max
City of Sammamish	100% ER / 0% EE	100% ER / 0% EE	Basic Life: 100% ER / 0% EE Additional Life: 100% EE	Long-term
City of SeaTac	100% ER / 0% EE	100% ER / 0% EE	2x annual salary up to \$300,000	Long-term
City of Shoreline	City offers Tier I (\$1,146) and II (\$2,417) allotments to employees to buy benefits. Unused Tier I funds are contributed to 457b. Premium costs exceeding Tier II are paid by the employee. Tier I covers employee 100%.		\$50,000	Long-term
SUMMARY	All cities cover 100% of employee vision premiums.	Most cities cover 100% of dependent vision premiums.	Most cities cover \$50,000-\$100,000 with some organizations using employee salary as a baseline.	Most cities offer full employee coverage for long-term disability Insurance.
City of Mercer Island	100% ER / 0% EE	100% ER / 0% EE	125% annual salary	Long term; 90 days, 60% benefit

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Organization	Additional Benefits for Directors
City of Auburn	10 days of management leave each year; can cash out up to 80 hours of accrued vacation leave per year
City of Bothell	N/A
City of Edmonds	10 days of management leave; \$100,000 life insurance
City of Issaquah	10 days of management time in lieu of 457 match; directors have 401(a) match of 3.5% if they contribute 5%.
City of Kirkland	6.25 days of management leave; auto allowance \$2,700/year
City of Lynnwood	N/A
City of Redmond	Vacation leave is front-loaded and not accrued; life insurance is 1x base salary up to \$150,000
City of Sammamish	N/A
City of SeaTac	N/A
City of Shoreline	N/A
SUMMARY	Most cities do not provide directors with additional benefits; if they do, paid management leave is the most common additional benefit with some cities offering additional life insurance coverage.
City of Mercer Island	40 hours of executive leave; can cash out up to 80 hours of accrued vacation leave per year; \$3,000 Retirement Health Savings (RHS) Account Contribution and \$1,500 Discretionary Award (Cash, Flex Spending or 457b)

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2024 PLANNING SCHEDULE

Item 14.

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

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

JULY 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES: Jacobson, Weiker		6/21	6/24	6/24	6/25	6/25
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						
60	Hold for Ali					
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: June 14, 2024 Payroll Certification				Ali Spietz/Nicole Vannatter	
--	AB xxxx: Parks and Recreation Month Proclamation No. xxx				Mayor Nice/Ryan Daly	
--	AB 6502: Resolution to Apply for RCO LWCF and WWRP Grant Funding Programs for Luther Burbank Park Access Improvements (Resolution No. 1662)				Jason Kintner/Kellye Hilde/Paul West	
	AB xxxx: Authorization to Join Kroger Opioid Settlement				Bio Park	
REGULAR BUSINESS						
30	AB xxxx: Emergency Assistance Program Update				Ali Spietz/Derek Franklin	
10	AB 6498: Public Hearing on Interim Regulations Related to Permit Processing in Chapters 19.15 and 19.16 MICC (Adopt Ord. No. 24C-12)				Jeff Thomas/Alison Van Gorp	
30	AB xxxx: Mercer Island Municipal Court Report				Judge Gregory	
EXECUTIVE SESSION						

JULY 16, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		7/8	7/8	7/8	7/9	7/9
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						
60	AB xxxx: 2024 Comprehensive Plan Periodic Update – Presentation of Planning Commission Recommended Draft				Jeff Thomas/Adam Zack	
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: June 28, 2024 Payroll Certification				Ali Spietz/Nicole Vannatter	
--	AB xxxx: 2024 AC Water Main Replacement Bid Award				Jason Kintner/Clint Morris/George Fletcher	
--	AB xxxx: 80 th Avenue Sidewalk Improvements Bid Award				Jason Kintner/Clint Morris/Ian Powell	
	AB 6504: Sewer Pump Station Generator Replacement Bid Award				Jason Kintner/Clint Morris/Chris Marks	

REGULAR BUSINESS		
20	AB xxxx: Town Center Parking Plan Implementation Actions	Robbie Cunningham Adams/Amelia Tjaden
EXECUTIVE SESSION		

AUGUST 6, 2024					
	Potentially Canceled				

AUGUST 20, 2024					
	Potentially Canceled				

SEPTEMBER 3, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		8/23	8/26	8/26	8/27	8/27
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
60	AB xxxx: 2024 Comprehensive Plan Periodic Update – Presentation of City Council Amended Draft			Jeff Thomas/Adam Zack		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: July 12, 2024 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: July 26, 2024 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: August 9, 2024 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: August 23, 2024 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: National Recovery Month Proclamation No. xxx			Mayor Nice/Derek Franklin		
--	AB xxxx: National Preparedness Month Proclamation No. xxx			Mayor Nice/Amanda Keverkamp		
--	AB xxxx: No Islander Goes Hungry Day, Proclamation No. xxxx			Mayor Nice/Derek Franklin		
--	AB xxxx: 2024 Water System Improvements Bid Award			Jason Kintner/ Clint Morris/ George Fletcher		
REGULAR BUSINESS						
45	AB xxxx: YFS Community Needs Assessment and 2023 WA Healthy Youth Survey			Ali Spietz/Derek Franklin/Michelle Ritter		
20	AB xxxx: First Reading of a Bond Ordinance for the Water Utility (Ord. No. 24-09)			Jason Kintner/Matt Mornick/Deanna Gregory/Justin Monwai		

EXECUTIVE SESSION					

SEPTEMBER 17, 2024	DD	FN	CA	Clerk	CM
ABSENCES:	9/6	9/9	9/9	9/10	9/10

ITEM TYPE TIME TOPIC	STAFF
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STUDY SESSION	

SPECIAL BUSINESS	

CONSENT AGENDA		
--	AB xxxx: September 6, 2024 Payroll Certification	Ali Spietz/Nicole Vannatter
--	AB xxxx: Peace Day on Mercer Island, Proclamation No. xxxx	Mayor Nice/Andrea Larson
--	AB: xxxx: ARCH 2025 Work Program and Budget Approval	Alison Van Gorp
--	AB xxxx: Second Reading of a Bond Ordinance for the Water Utility (Ord. No. 24-09)	Jason Kintner/Matt Mornick/Deanna Gregory/Justin Monwai
--	AB xxxx: 2024 Work Plan Update	Jessi Bon/Casey Thompson

REGULAR BUSINESS		
60	AB xxxx: First Reading of Ord. No. 24C-xx for the 2024 Comprehensive Plan Periodic Update	Jeff Thomas/Adam Zack
30	AB xxxx: Second Quarter 2024 Financial Status Update and Preliminary 2025-2026 General Fund Revenue Forecast.	Matt Mornick/ Ben Schumacher
	AB xxxx: Sustainability Work Program Update	Jason Kintner/Alaine Sommargren/Alanna DeRogatis

EXECUTIVE SESSION	