



CITY OF MERCER ISLAND

CITY COUNCIL REGULAR HYBRID MEETING

Tuesday, April 19, 2022 at 5:00 PM

MERCER ISLAND CITY COUNCIL:

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

LOCATION & CONTACT:

Mercer Island City Hall and via Zoom
9611 SE 36th Street | Mercer Island, WA 98040
206.275.7793 | www.mercerisland.gov

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

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

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

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

Join by Telephone at 5:00 PM (Appearances will start sometime after 5:00 PM): To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **896 7901 7843** and Password **730224** if prompted.

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

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **896 7901 7843**; Enter Password **730224**
- 4) The City Clerk will call on you by name or refer to your email address when it is your turn to speak. Please confirm that your audio works prior to participating.

Join in person at Mercer Island City Hall at 5:00 PM – Council Chambers - 9611 SE 36th Street

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

MEETING AGENDA

CALL TO ORDER & ROLL CALL, 5:00 PM

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

CITY MANAGER REPORT

APPEARANCES

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

CONSENT AGENDA

1. **AB 6063: April 8, 2022 Payroll Certification**

Recommended Action: Approve the April 8, 2022 Payroll Certification (Exhibit 1) in the amount of \$955,810.71 and authorize the Mayor to sign the certification on behalf of the entire City Council.

2. **Certification of Claims:**

- A. Check Register 211286 – 211380 | 4/1/2022 | \$395,482.98
- B. Check Register 211381 – 211455 | 4/8/2022 | \$649,663.68
- C. EFT Payments | March 2022 | \$2,301,328.20

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

3. **City Council Meeting Minutes of:**

- December 21, 2021 Executive Session
- March 26, 2022 Planning Session
- April 5, 2022 Regular Hybrid Meeting

Recommended Action: Approve the minutes of the December 21, 2021 Executive Session, March 26, 2022 Planning Session, and April 5, 2022 Regular Hybrid City Council Meeting.

4. **AB 6062: 2022 Water System Improvements (Madrona Crest East) Project Bid Award**

Recommended Action:

- 1. Award the 2022 Water System Improvements (Madrona Crest East) project to Fury Site Works, Inc.
- 2. Authorize the City Manager to execute a contract with Fury Site Works, Inc. in an amount of \$1,864,262.
- 3. Set the total project budget at \$2,767,115.

5. **AB 6058: Earth Day Proclamation (No. 288)**

Recommended Action: Proclaim April 22, 2022, as Earth Day in the City of Mercer Island and encourage local action in the protection of the environment.

6. **AB 6051: Public Works Department Staffing Requests**

Recommended Action:

- 1. Authorize a hire-ahead (1.0 LTE) for the Utilities Engineer position using capital improvement project funding and existing salary savings.
- 2. Authorize a 0.5 FTE increase for the Stormwater Quality Technician position to 1.0 FTE.

REGULAR BUSINESS

7. **AB 6064: Review and Approve the Draft 2023-2024 City Council Priorities**

Recommended Action: Adopt the 2023-2024 City Council Priorities.

8. **AB 6065: Financial Status Update: Fiscal Year 2021 Year-End and Budget Amending Ordinance**

Recommended Action: Adopt Ordinance No. 22-04, amending the 2021-2022 Biennial Budget.

9. **AB 6066: Special Events Sponsorship Policy**

Recommended Action: Approve the Special Events Sponsorship Policy.

10. **AB 6061: Contract Lobbyist**

Recommended Action:

1. Approve lobbyist scope of work and authorize the City Manager to issue a Request for Proposals for lobbyist services.
2. Appoint a City Council Ad-Hoc committee to review and interview qualified consultants.

OTHER BUSINESS

11. Planning Schedule

12. Councilmember Absences & Reports

EXECUTIVE SESSION

13. Pending or Potential Litigation

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

No action will be taken following the Executive Session.

ADJOURNMENT



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6063
April 19, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6063: April 8, 2022 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 April 8, 2022 Payroll Certification in the amount of \$955,810.71.	

DEPARTMENT:	Administrative Services
STAFF:	Ali Spietz, Chief of Administration
COUNCIL LIAISON:	n/a
EXHIBITS:	1. March 25, 2022 Payroll Certification
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This is an approval of the payroll certification for the City of Mercer Island for the period from March 20, 2022 through April 1, 2022 in the amount of \$955,810.71 (see Exhibit 1).

BACKGROUND

[RCW 42.24.080](#) requires that all claims presented against the City by performing labor must be certified by the appropriate official to ensure that the labor was performed as described, and that the claims are just, due, and unpaid obligations against the City, before payment can be made. [RCW 42.24.180](#) allows the payment of claims to occur prior to City Council approval to expedite processing of the payment of claims, provided, however, that review and approval of the claims' documentation 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 on the next page.

Additional payments:

- \$74,080.42 in leave cash outs for terminated employees.
- \$21,140.55 in leave cash outs for current employees.
- \$924.54 in recognition and service awards.
- \$2,509.50 in retro pay and clothing/boot allowances.
- \$57,222.60 in overtime earnings (see chart for overtime hours by department).

Overtime hours by department:

Department	Hours
Administrative Services	
City Attorney's Office	
City Manager's Office	
Community Planning & Development	1.00
Finance	
Fire	487.00
Municipal Court	
Police	248.50
Public Works	51.25
Thrift Shop	
Youth & Family Services	
Total Overtime Hours	787.75

FTE/LTE COUNTS

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

Full Time Equivalents (FTEs)	2022 Budgeted	2022 Actual
Administrative Services	13.50	13.50
City Attorney's Office	2.00	2.00
City Manager's Office	4.00 ⁵	4.00
Community Planning & Development	17.50 ³	16.50
Finance	9.00 ⁹	7.00
Fire	32.00	30.00
Municipal Court	3.30	3.10
Police	37.50 ¹	33.50
Public Works	61.30	55.30
Recreation	10.25 ⁶	8.25
Thrift Shop	2.00 ⁷	2.00
Youth & Family Services	11.43 ²	11.43
Total FTEs	203.78	186.58
Limited Term Equivalents (LTEs)	2022 Budgeted	2022 Actual
Administrative Services	1.00 ⁴	1.00
City Manager's Office	1.00 ⁸	0.00
Community Planning & Development	1.50 ³	1.50
Thrift Shop	5.20	4.20
Youth & Family Services	1.60	1.60
Total LTEs	10.30	8.30
Total FTEs & LTEs	214.08	194.88

Footnotes:

- ¹ 5/18/2021: Authorized hire ahead of two officers 2.0 FTE ([AB 5874](#))
- ² 1/5/2021: Authorized increase of 1.37 FTE in YFS ([AB 5795](#))
- ³ 9/21/2021: Authorized increase of 2.0 FTE and 0.5 LTE in CPD ([AB 5942](#))
- ⁴ 9/21/2021: Authorized increase of 1.0 LTE in Admin Services – HR ([AB 5942](#))
- ⁵ 10/19/2021: Authorized increase of 0.5 FTE in City Manager’s Office ([AB 5961](#))
- ⁶ 11/1/2021: Authorized restoration of 9.5 FTE in Public Works – Recreation ([AB 5954](#))
- ⁷ 12/7/2021: Authorized increase of 1.0 FTE in Thrift Shop ([AB 5992](#))
- ⁸ 12/7/2021: Authorized increase of 1.0 LTE in City Manager’s Office ([AB 5992](#))
- ⁹ 3/1/2022: Authorized increase of 1.0 FTE in Finance ([AB 6031](#))

RECOMMENDED ACTION

Approve the April 8, 2022 Payroll Certification (Exhibit 1) in the amount of \$955,810.71 and authorize the Mayor to sign the certification on behalf of the entire City Council.

CITY OF MERCER ISLAND PAYROLL CERTIFICATION

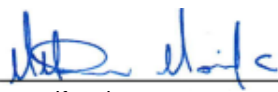
Item 1.

PAYROLL PERIOD ENDING **4.1.2022**
PAYROLL DATED **4.8.2022**

Net Cash	\$	639,514.40
Net Voids/Manuals		
Net Total	\$	639,514.40
Federal Tax Deposit	\$	109,115.48
Social Security and Medicare Taxes	\$	58,148.13
Medicare Taxes Only (Fire Fighter Employees)	\$	2,417.85
State Tax (Oregon and Massachusetts)	\$	166.89
Family/Medical Leave Tax (Massachusetts)	\$	5.91
Public Employees' Retirement System (PERS Plan 2)	\$	25,775.38
Public Employees' Retirement System (PERS Plan 3)	\$	5,413.41
Public Employees' Retirement System (PERSJM)	\$	548.30
Public Safety Employees' Retirement System (PSERS)	\$	209.86
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$	31,351.32
Regence & LEOFF Trust Medical Insurance Deductions	\$	13,220.01
Domestic Partner Medical Insurance Deductions	\$	1,567.34
Kaiser Medical Insurance Deductions	\$	624.10
Health Care - Flexible Spending Account Contributions	\$	1,588.64
Dependent Care - Flexible Spending Account Contributions	\$	1,107.38
ICMA Roth IRA Contributions	\$	634.23
ICMA 457 Deferred Compensation Contributions	\$	33,170.51
Fire Nationwide 457 Deferred Compensation Contributions	\$	17,733.13
Fire Nationwide Roth IRA Contributions	\$	1,075.00
ICMA 401K Deferred Compensation Contributions	\$	788.46
Garnishments (Chapter 13)	\$	572.00
Child Support Wage Garnishment	\$	706.03
Mercer Island Employee Association Dues	\$	212.50
AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	2,224.59
Fire Union Supplemental Dues	\$	160.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	1,118.75
AFLAC - Supplemental Insurance Plans	\$	238.52
Coffee Club Dues	\$	128.00
Transportation - Flexible Spending Account Contributions	\$	62.50
Fire HRA-VEBA Contributions	\$	6,210.43
Oregon Transit Tax and Oregon Benefit Tax	\$	1.66
Tax & Benefit Obligations Total	\$	316,296.31

TOTAL GROSS PAYROLL		\$ 955,810.71
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

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

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	211286 – 211380	4/1/2022	\$395,482.98
			\$395,482.98

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0113895	00211316	FERGUSON ENTERPRISES LLC	INVENTORY PURCHASES	3,216.63
P0113942	00211322	H D FOWLER	INVENTORY PURCHASES	2,385.47
P0113910	00211320	GRAINGER	INVENTORY PURCHASES	607.16
P0113945	00211320	GRAINGER	INVENTORY PURCHASES	489.29
P0113868	00211313	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	470.52
	00211347	MULCAHY, THOMAS	REFUND OVERPAY 00378017203	401.54
<i>Org Key: CA1100 - Administration (CA)</i>				
P0113948	00211339	Madrona Law Group, PPLC	Invoice #11185 Professional	13,522.00
P0113948	00211339	Madrona Law Group, PPLC	Invoice #11186 Professional	660.00
P0113950	00211358	RELX INC DBA LEXISNEXIS	Invoice #1000RVY57 Legal	349.02
P0113949	00211340	MARTEN LAW	Invoice #44092501 Professional	332.50
P0113955	00211342	MATTHEW BENDER & CO INC	Invoice #30467837 Legal	128.19
P0113949	00211340	MARTEN LAW	Invoice #44092500 Professional	95.00
P0113935	00211315	FEDEX	LEGAL MESSENGER SER FOR WSDOT	31.90
P0113936	00211315	FEDEX	LEGAL MESSENGER SER FOR WSDOT	24.07
<i>Org Key: CA1150 - Attorney-Litigation</i>				
P0113972	00211343	McNaul Ebel Nawrot	Invoice #103363 Professional	32,030.94
P0113948	00211339	Madrona Law Group, PPLC	Invoice #11187 Professional	1,519.00
<i>Org Key: CA1170 - ARPA-Pandemic Legal Impacts</i>				
P0113954	00211350	OGDEN MURPHY WALLACE PLLC	Invoice #860996 Professional	6,750.00
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0113952	00211345	MOBERLY AND ROBERTS	Invoice #1020 Professional Ser	7,308.32
P0113953	00211328	HONEYWELL INC	Invoice #1261 Professional Ser	2,200.00
P0113953	00211328	HONEYWELL INC	Invoice #1256 Professional Ser	1,100.00
P0113953	00211328	HONEYWELL INC	Invoice #1259 Professional Ser	1,000.00
P0113953	00211328	HONEYWELL INC	Invoice #1260 Professional Ser	700.00
P0113953	00211328	HONEYWELL INC	Invoice #1255 Professional Ser	700.00
P0113953	00211328	HONEYWELL INC	Invoice #1258 Professional Ser	100.00
<i>Org Key: CA1300 - Public Records</i>				
P0113951	00211376	WAPRO	Invoice #4975 WAPRO Public Rec	65.00
<i>Org Key: CM1400 - Communications</i>				
P0114000	00211312	ETC INSTITUTE	2022 Community Survey INV #294	6,235.50
<i>Org Key: CO6100 - City Council</i>				
P0113898	00211356	PREMIER CABLING LLC	Cable run Council Chambers to	1,377.63
P0113989	00211303	DANIEL, KAMARIA	MITV 3/26 Planning Session	420.00
P0113989	00211303	DANIEL, KAMARIA	MITV 3/15 Council Mtg	390.00
P0113989	00211303	DANIEL, KAMARIA	MITV 3/1 Council Mtg	300.00
P0113989	00211303	DANIEL, KAMARIA	Transportation	160.00
P0113989	00211303	DANIEL, KAMARIA	MITV Technology Training Sessi	120.00
P0113985	00211341	MASTERMARK	Magnetic Name Badge (3) - Ande	39.09
<i>Org Key: DS0000 - Development Services-Revenue</i>				
	00211307	DESIGN BUILT HOMES LLC	PARTIAL REFUND	2,816.32
	00211325	HATSUKAMI, THOMAS	WITHDRAWN	2,099.52
	00211354	PIPER, KEVIN	OVERPAYMENT	750.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00211380	WU, XIAOXIA	OVERPAYMENT	750.00
	00211352	PHILLIPS, KEN	WITHDRAWN	499.95
	00211289	ADT LLC	WORK NOT BEING DONE	141.60
	00211368	TITAN ELECTRIC	NO WORK BEING DONE	141.60
	00211321	GREENWOOD HEATING & A/C	NO WORK BEING DONE	79.20
<i>Org Key: DS1100 - Administration (DS)</i>				
P0113987	00211288	ADOLFSON ASSOCIATES INC	Peer Review Fee	3,099.54
P0113988	00211288	ADOLFSON ASSOCIATES INC	Peer Review Fee	2,213.88
P0112569	00211304	DATEC INC.	Fire Marshal Mobile Office FZ-	2,114.22
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
	00211336	LINDSAY, DAVID	WORK BOOTS, SLIP ON, STEEL TOE	129.39
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	97.72
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	86.28
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	74.62
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	65.79
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	97.72
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	86.28
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	74.62
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	65.78
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	97.71
P0113937	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	86.28
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	74.62
P0113902	00211344	METROPRESORT	MARCH 2022 PRINTING & MAILING	65.79
<i>Org Key: FR1100 - Administration (FR)</i>				
P0112569	00211304	DATEC INC.	Fire Marshal Mobile Office FZ-	2,114.15
<i>Org Key: GB0100 - City Hall Building Repairs</i>				
P0112231	00211290	Ankrom Moisan Architects Inc.	Architectural Design and Spac	3,494.55
P0113959	00211302	DAILY JOURNAL OF COMMERCE	CITY HALL LOBBY RENOVATION	809.60
P0112427	00211290	Ankrom Moisan Architects Inc.	Architectural Design and Space	473.00
<i>Org Key: GGM001 - General Government-Misc</i>				
P0113973	00211355	POT O' GOLD INC	WATER COOLER SERVICE	27.53
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0113811	00211356	PREMIER CABLING LLC	1 Mailroom to Server Room MDF	521.60
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
	00211335	LEOFF HEALTH & WELFARE TRUST	POLICE RETIREES	6,123.89
	00211334	LEOFF HEALTH & WELFARE TRUST	FIRE RETIREES	3,223.11
	00211323	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	653.20
	00211326	HILTNER, PETER	LEOFF1 Medicare Reimb	619.50
	00211294	BARNES, WILLIAM	LEOFF1 Medicare Reimb	417.20
	00211305	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	271.10
	00211318	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	271.10

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00211366	THOMPSON, JAMES	LEOFF1 Medicare Reimb	245.90
	00211361	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	240.60
	00211286	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	239.10
	00211319	GOODMAN, J C	LEOFF1 Medicare Reimb	239.00
	00211363	SMITH, RICHARD	LEOFF1 Medicare Reimb	220.70
	00211338	LYONS, STEVEN	LEOFF1 Medicare Reimb	211.80
	00211311	ELSOE, RONALD	LEOFF1 Medicare Reimb	208.30
	00211287	ADAMS, RONALD E	LEOFF1 Medicare Reimb	206.60
	00211333	KUHN, DAVID	LEOFF1 Medicare Reimb	205.60
	00211296	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	202.60
	00211292	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	192.80
	00211337	LOISEAU, LERI M	LEOFF1 Medicare Reimb	192.80
	00211375	WALLACE, THOMAS	LEOFF1 Medicare Reimb	183.10
	00211308	DEVENY, JAN P	LEOFF1 Medicare Reimb	182.00
	00211360	RUCKER, MANORD J	LEOFF1 Medicare Reimb	181.70
	00211378	WHEELER, DENNIS	LEOFF1 Medicare Reimb	181.70
	00211349	MYERS, JAMES S	LEOFF1 Medicare Reimb	179.80
	00211331	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	175.50
	00211377	WEGNER, KEN	LEOFF1 Medicare Reimb	144.60
	00211357	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20
	00211309	DOWD, PAUL	LEOFF1 Medicare Reimb	87.82
P0112677	00211360	RUCKER, MANORD J	LEOFF1 Retiree Medical Expense	82.51

Org Key: GGM007 - ARPA-PPE & Pandemic Response

P0113868	00211313	EXCEL SUPPLY COMPANY	NITRILE EXAM GLOVES	770.70
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Org Key: GGM606 - Excess Retirement-Fire

00211294	BARNES, WILLIAM	LEOFF1 Excess Benefit	2,162.44
00211301	COOPER, ROBERT	LEOFF1 Excess Benefit	2,118.03
00211331	JOHNSON, CURTIS	LEOFF1 Excess Benefit	1,220.32
00211361	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	1,025.82
00211357	RAMSAY, JON	LEOFF1 Excess Benefit	585.43

Org Key: GT0108 - Technology Equipment Replaceme

P0112569	00211304	DATEC INC.	Fire Marshal Mobile Office FZ-	1,999.99
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Org Key: GX9996 - Employee Benefits-Police

00211335	LEOFF HEALTH & WELFARE TRUST	POLICE	41,723.36
00211335	LEOFF HEALTH & WELFARE TRUST	POLICE SUPPORT	6,163.79
00211335	LEOFF HEALTH & WELFARE TRUST	BILLING ADJUSTMENTS	0.02

Org Key: GX9997 - Employee Benefits-Fire

00211334	LEOFF HEALTH & WELFARE TRUST	FIRE ACTIVE	53,850.24
00211334	LEOFF HEALTH & WELFARE TRUST	BILLING ADJUSTMENTS	290.34

Org Key: IS2100 - IGS Network Administration

P0113811	00211356	PREMIER CABLING LLC	1 Mailroom to Server Room MDF	1,564.80
P0113794	00211300	CDW GOVERNMENT INC	Meraki MDM 10 Additional Licen	267.21

Org Key: MT2100 - Roadway Maintenance

P0113967	00211374	WA ST DEPT OF TRANSPORTATION	FEB 2022 SE 28TH & 80TH AVE SE	171.79
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Org Key: MT2300 - Planter Bed Maintenance

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0113961	00211314	EXELTECH	PHASE 2 LANDSCAPE DESIGN SVCS	5,766.22
<i>Org Key: MT3100 - Water Distribution</i>				
P0113664	00211297	BRANOM OPERATING COMPANY LLC	METER CALIBRATION	1,156.05
P0113946	00211322	H D FOWLER	1" BRASS END CAPS FOR CORPS	363.60
P0113896	00211322	H D FOWLER	1" X 36" BRASS NIPPLE & 1" BRA	304.99
P0113946	00211322	H D FOWLER	4" CL235 DR18 C900 GASKETED PV	190.03
P0113900	00211320	GRAINGER	HOSE CLAMPS FOR PRV'S (10 PK)	104.44
P0113903	00211372	USABlueBook	WATER VALVE DECALS (20PK)	51.77
P0113901	00211327	HOME DEPOT CREDIT SERVICE	SOCKET WRENCH SET	29.69
<i>Org Key: MT3400 - Sewer Collection</i>				
P0113646	00211362	SEATTLE PUMP	1/2" REAPER 830 ROTO-NOZZLE, T	2,815.03
P0113651	00211362	SEATTLE PUMP	REPAIR WARTHOG	842.10
P0113655	00211362	SEATTLE PUMP	JET HOSE & FITTINGS	608.11
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0113899	00211291	AT&T MOBILITY	2022 TELEMETRY	818.35
P0113663	00211371	UNITED RENTALS NORTH AMERICA	GANTRY CRANE RENTAL	478.94
<i>Org Key: MT3800 - Storm Drainage</i>				
P0113941	00211322	H D FOWLER	240') 15" x 20' ADS BLUE SEAL	5,599.71
P0113964	00211330	INTERSECTION MEDIA LLC	PRODUCTION QUEEN/TAIL CONTRACT	979.23
P0113944	00211320	GRAINGER	SORBENT SOCKS, BOOMS & PADS	796.27
P0113901	00211327	HOME DEPOT CREDIT SERVICE	MISC. TOOLS	104.75
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0113793	00211373	VERIZON WIRELESS	VERIZON WIRELESS PUBLIC WORKS	4,539.32
<i>Org Key: MT4200 - Building Services</i>				
P0113965	00211295	Bellingham Lock & Safe	SECURE KEY BOX	4,051.68
P0113939	00211320	GRAINGER	HEAVY DUTY PORTABLE AIR CONDIT	4,271.31
P0113995	00211353	PIONEER MASONARY REST CO	WORK PERFORMED AT FIRE STATION	269.50
P0113966	00211367	THYSSENKRUPP ELEVATOR CORP	BRONZE OIL AND GREASE	252.44
P0113963	00211317	FIRE PROTECTION INC	MI FIRE ALARM LABOR	222.95
P0113917	00211364	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	147.72
<i>Org Key: MT4300 - Fleet Services</i>				
P0113943	00211362	SEATTLE PUMP	UNLOADER, 26-GPM 4000-PSI 3/4"	751.50
P0113869	00211332	KENT D BRUCE CO LLC	TACTL5 CONTROL HEAD	316.83
<i>Org Key: MT4900 - Solid Waste & Sustainability</i>				
P0113924	00211359	RIDWELL INC	MERCER ISLAND STYROFOAM EVENT	4,275.00
<i>Org Key: MT6100 - Park Maintenance</i>				
P0113940	00211351	PACIFIC PLANTS INC	MISC. PLANTS	934.72
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
P0113906	00211329	HORIZON	TALL FESCUE GRASS SEED (4000 L	9,809.25
P0113904	00211329	HORIZON	FERTILIZER	3,940.85
P0113905	00211329	HORIZON	40) TURFACE & EXMARK SUNSHADE	1,182.35
P0113909	00211327	HOME DEPOT CREDIT SERVICE	ANCHOR SHACKLES & TURNBUCKLES	41.18
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0113925	00211370	TSA HOUSE CLEANING	DEEP CLEANING ON JAN 31 LUTHER	2,600.00
<i>Org Key: MT6600 - Park Maint School Fields</i>				
P0113906	00211329	HORIZON	TALL FESCUE GRASS SEED (4000 L	3,270.63
P0113904	00211329	HORIZON	FERTILIZER	1,970.42
P0113940	00211351	PACIFIC PLANTS INC	MISC. PLANTS	467.36
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0113940	00211351	PACIFIC PLANTS INC	MISC. PLANTS	467.36
<i>Org Key: PA0101 - Recurring Parks Minor Capital</i>				
P0113957	00211299	BUILDERS EXCHANGE OF WA	2022 STREET UTILITY IMPROVEMEN	45.00
<i>Org Key: PA0135 - Parks Access Control & Monitor</i>				
P0113446	00211293	Baklinski Group	RETAINAGE INV 000450	1,810.00
P0113430	00211293	Baklinski Group	RETAINGE INVOICE # 000434	1,406.25
<i>Org Key: PO1100 - Administration (PO)</i>				
P0113828	00211373	VERIZON WIRELESS	VERIZON POLICE JAN 24- FEB23,	876.93
<i>Org Key: PO2450 - Special Operations Team</i>				
	00211369	Tortorelli, Lee	SOT SHIRT - RANGER GREEN	191.78
	00211369	Tortorelli, Lee	FERRO ROLL 1 TRAUMA POUCH	84.50
<i>Org Key: PO4300 - Police Training</i>				
	00211369	Tortorelli, Lee	12 TRIBES HOTEL FTO TRAINING	727.25
	00211369	Tortorelli, Lee	PER DIEM 2/6 TO 2/11	324.50
<i>Org Key: PR1100 - Administration (PR)</i>				
P0113977	00211379	WRPA	WRPA ANNUAL CONFERENCE AND	310.00
<i>Org Key: SP0100 - Residential Street Resurfacing</i>				
P0113957	00211299	BUILDERS EXCHANGE OF WA	2022 STREET UTILITY IMPROVEMEN	45.00
<i>Org Key: SP0114 - WMW P3 Shoulder Improvements</i>				
P0113893	00211310	EJ USA INC	6" X 24" RINGS & COVER "SEWER"	1,897.96
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0113947	00211306	DEPT OF TRANSPORTATION	Invoice #RE 41 JZ 0592 L012 WS	376.79
<i>Org Key: SU0113 - SCADA System Replacement-Sewer</i>				
P0103284	00211298	BROWN AND CALDWELL CONSULTANTS	PH1 SCADA EQUIPMENT REPLACEMEN	64,209.40
P0113826	00211374	WA ST DEPT OF TRANSPORTATION	Project Costs for Jan 2022 -	526.37
<i>Org Key: WU0102 - SCADA System Replacement-Water</i>				
P0103284	00211298	BROWN AND CALDWELL CONSULTANTS	PH1 SCADA EQUIPMENT REPLACEMEN	3,088.24
<i>Org Key: WU0106 - Madrona Crest East Addition Wa</i>				
P0113960	00211302	DAILY JOURNAL OF COMMERCE	WATER SYSTEM IMPROVEMENTS	455.40
<i>Org Key: WU0117 - Meter Replacement Implementati</i>				
P0113894	00211316	FERGUSON ENTERPRISES LLC	3 OMNI+ C2 100CF AMR 1FPL 17LL	2,484.98
<i>Org Key: WU0119 - Reservoir Generator Replacemen</i>				
P0110228	00211348	MURRAYSMITH INC	GENERATOR REPLACEMENT AT THE	9,502.25

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: YF1100 - YFS General Services</i>				
	00211346	MONTAGUE, LIANA	BREAKFAST MEETING SNACKS	68.35
<i>Org Key: YF1200 - Thrift Shop</i>				
P0113962	00211317	FIRE PROTECTION INC	MI FIRE ALARM LABOR	148.64
<i>Org Key: YF2600 - Family Assistance</i>				
P0114019	00211324	Han, Kyung	Rental assistance for EA clien	2,000.00
P0113976	00211365	TAURAN PROPERTY MANAGEMENT CO	Rental assistance for EA clien	2,000.00
Total				395,482.98

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211286	04/01/2022	ABBOTT, RICHARD LEOFF1 Medicare Reimb		APR2022B	04/01/2022	239.10
00211287	04/01/2022	ADAMS, RONALD E LEOFF1 Medicare Reimb		APR2022B	04/01/2022	206.60
00211288	04/01/2022	ADOLFSON ASSOCIATES INC Peer Review Fee	P0113988	172782	03/21/2022	5,313.42
00211289	04/01/2022	ADT LLC WORK NOT BEING DONE		2203-043	03/23/2022	141.60
00211290	04/01/2022	Ankrom Moisan Architects Inc. Architectural Design and Spac	P0112427	84667	03/09/2022	3,967.55
00211291	04/01/2022	AT&T MOBILITY 2022 TELEMETRY	P0113899	3437-2022	03/28/2022	818.35
00211292	04/01/2022	AUGUSTSON, THOR LEOFF1 Medicare Reimb		APR2022B	04/01/2022	192.80
00211293	04/01/2022	Baklinski Group RETAINGE INVOICE # 000434	P0113446	000450-RET	01/01/2022	3,216.25
00211294	04/01/2022	BARNES, WILLIAM LEOFF1 Medicare Reimb		APR2022A	04/01/2022	2,579.64
00211295	04/01/2022	Bellingham Lock & Safe SECURE KEY BOX	P0113965	3165558	02/28/2022	4,051.68
00211296	04/01/2022	BOOTH, GLENDON D LEOFF1 Medicare Reimb		APR2022B	04/01/2022	202.60
00211297	04/01/2022	BRANOM OPERATING COMPANY LLC METER CALIBRATION	P0113664	INV/2022/2508	03/17/2022	1,156.05
00211298	04/01/2022	BROWN AND CALDWELL CONSULTANTS PH1 SCADA EQUIPMENT REPLACEMEN	SP0103284	14437544	03/18/2022	67,297.64
00211299	04/01/2022	BUILDERS EXCHANGE OF WA 2022 STREET UTILITY IMPROVEMEN	P0113957	1071457	03/11/2022	90.00
00211300	04/01/2022	CDW GOVERNMENT INC Meraki MDM 10 Additional Licen	P0113794	T409467	03/14/2022	267.21
00211301	04/01/2022	COOPER, ROBERT LEOFF1 Excess Benefit		APR2022A	04/01/2022	2,118.03
00211302	04/01/2022	DAILY JOURNAL OF COMMERCE CITY HALL LOBBY RENOVATION	P0113960	3376707	03/23/2022	1,265.00
00211303	04/01/2022	DANIEL, KAMARIA MITV 3/1 Council Mtg	P0113989	03	03/01/2022	1,390.00
00211304	04/01/2022	DATEC INC. Fire Marshal Mobile Office FZ-	P0112569	85352	03/21/2022	6,228.36
00211305	04/01/2022	DEEDS, EDWARD G LEOFF1 Medicare Reimb		APR2022B	04/01/2022	271.10
00211306	04/01/2022	DEPT OF TRANSPORTATION Invoice #RE 41 JZ 0592 L012 WS	P0113947	RE41JZ0592L012	03/14/2022	376.79
00211307	04/01/2022	DESIGN BUILT HOMES LLC PARTIAL REFUND		SUB21-007	03/23/2022	2,816.32
00211308	04/01/2022	DEVENY, JAN P LEOFF1 Medicare Reimb		APR2022B	04/01/2022	182.00
00211309	04/01/2022	DOWD, PAUL LEOFF1 Medicare Reimb		APR2022B	04/01/2022	87.82
00211310	04/01/2022	EJ USA INC 6" X 24" RINGS & COVER "SEWER"	P0113893	110220012773	02/28/2022	1,897.96
00211311	04/01/2022	ELSOE, RONALD LEOFF1 Medicare Reimb		APR2022B	04/01/2022	208.30

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211312	04/01/2022	ETC INSTITUTE 2022 Community Survey INV #294	P0114000	29481	03/31/2022	6,235.50
00211313	04/01/2022	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0113868	136486	03/15/2022	1,241.22
00211314	04/01/2022	EXELTECH PHASE 2 LANDSCAPE DESIGN SVCS	P0113961	2102-06	01/01/2022	5,766.22
00211315	04/01/2022	FEDEX LEGAL MESSENGER SER FOR WSDOT	P0113936	7-695-64493	03/18/2022	55.97
00211316	04/01/2022	FERGUSON ENTERPRISES LLC INVENTORY PURCHASES	P0113894	1083453	03/17/2022	5,701.61
00211317	04/01/2022	FIRE PROTECTION INC MI FIRE ALARM LABOR	P0113962	68546	03/10/2022	371.59
00211318	04/01/2022	FORSMAN, LOWELL LEOFF1 Medicare Reimb		APR2022B	04/01/2022	271.10
00211319	04/01/2022	GOODMAN, J C LEOFF1 Medicare Reimb		APR2022B	04/01/2022	239.00
00211320	04/01/2022	GRAINGER INVENTORY PURCHASES	P0113939	9246909775	03/16/2022	6,268.47
00211321	04/01/2022	GREENWOOD HEATING & A/C NO WORK BEING DONE		2202-046	03/23/2022	79.20
00211322	04/01/2022	H D FOWLER INVENTORY PURCHASES	P0113941	I6040175	03/17/2022	8,843.80
00211323	04/01/2022	HAGSTROM, JAMES LEOFF1 Medicare Reimb		APR2022B	04/01/2022	653.20
00211324	04/01/2022	Han, Kyung Rental assistance for EA clien	P0114019	033122	03/31/2022	2,000.00
00211325	04/01/2022	HATSUKAMI, THOMAS WITHDRAWN		SHL20-040	03/16/2022	2,099.52
00211326	04/01/2022	HILTNER, PETER LEOFF1 Medicare Reimb		APR2022B	04/01/2022	619.50
00211327	04/01/2022	HOME DEPOT CREDIT SERVICE SOCKET WRENCH SET	P0113909	6610515	03/22/2022	175.62
00211328	04/01/2022	HONEYWELL INC Invoice #1255 Professional Ser	P0113953	1260	03/15/2022	5,800.00
00211329	04/01/2022	HORIZON 40) TURFACE & EXMARK SUNSHADE	P0113904	3S172322	03/04/2022	20,173.50
00211330	04/01/2022	INTERSECTION MEDIA LLC PRODUCTION QUEEN/TAIL CONTRACT	P0113964	287504	01/01/2022	979.23
00211331	04/01/2022	JOHNSON, CURTIS LEOFF1 Medicare Reimb		APR2022A	04/01/2022	1,395.82
00211332	04/01/2022	KENT D BRUCE CO LLC TACTL5 CONTROL HEAD	P0113869	10208	03/17/2022	316.83
00211333	04/01/2022	KUHN, DAVID LEOFF1 Medicare Reimb		APR2022B	04/01/2022	205.60
00211334	04/01/2022	LEOFF HEALTH & WELFARE TRUST FIRE RETIREES		040122	04/01/2022	57,363.69
00211335	04/01/2022	LEOFF HEALTH & WELFARE TRUST POLICE RETIREES		040122	04/01/2022	54,011.06
00211336	04/01/2022	LINDSAY, DAVID WORK BOOTS, SLIP ON, STEEL TOE		011522	01/15/2022	129.39
00211337	04/01/2022	LOISEAU, LERI M LEOFF1 Medicare Reimb		APR2022B	04/01/2022	192.80

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211338	04/01/2022	LYONS, STEVEN LEOFF1 Medicare Reimb		APR2022B	04/01/2022	211.80
00211339	04/01/2022	Madrona Law Group, PPLC Invoice #11185 Professional	P0113948	11187	03/07/2022	15,701.00
00211340	04/01/2022	MARTEN LAW Invoice #44092500 Professional	P0113949	44092501	03/09/2022	427.50
00211341	04/01/2022	MASTERMARK Magnetic Name Badge (3) - Ande	P0113985	2898096	03/15/2022	39.09
00211342	04/01/2022	MATTHEW BENDER & CO INC Invoice #30467837 Legal	P0113955	30467837	02/25/2022	128.19
00211343	04/01/2022	McNaul Ebel Nawrot Invoice #103363 Professional	P0113972	103363	03/21/2022	32,030.94
00211344	04/01/2022	METROPRESORT MARCH 2022 PRINTING & MAILING	P0113937	IN642182	03/23/2022	973.21
00211345	04/01/2022	MOBERLY AND ROBERTS Invoice #1020 Professional Ser	P0113952	1020	03/01/2022	7,308.32
00211346	04/01/2022	MONTAGUE, LIANA BREAKFAST MEETING SNACKS		031822	03/18/2022	68.35
00211347	04/01/2022	MULCAHY, THOMAS REFUND OVERPAY 00378017203		031722	03/17/2022	401.54
00211348	04/01/2022	MURRAYSMITH INC GENERATOR REPLACEMENT AT THE	P0110228	19-2659.00-23	03/18/2022	9,502.25
00211349	04/01/2022	MYERS, JAMES S LEOFF1 Medicare Reimb		APR2022B	04/01/2022	179.80
00211350	04/01/2022	OGDEN MURPHY WALLACE PLLC Invoice #860996 Professional	P0113954	860996	03/08/2022	6,750.00
00211351	04/01/2022	PACIFIC PLANTS INC MISC. PLANTS	P0113940	95305	03/17/2022	1,869.44
00211352	04/01/2022	PHILLIPS, KEN WITHDRAWN		SUB21-004	03/16/2022	499.95
00211353	04/01/2022	PIONEER MASONARY REST CO WORK PERFORMED AT FIRE STATION	P0113995	1252201	01/25/2022	269.50
00211354	04/01/2022	PIPER, KEVIN OVERPAYMENT		2203-085	03/16/2022	750.00
00211355	04/01/2022	POT O' GOLD INC WATER COOLER SERVICE	P0113973	0352138	03/15/2022	27.53
00211356	04/01/2022	PREMIER CABLING LLC Cable run Council Chambers to	P0113811	1883	03/18/2022	3,464.03
00211357	04/01/2022	RAMSAY, JON LEOFF1 Medicare Reimb		APR2022A	04/01/2022	721.63
00211358	04/01/2022	RELX INC DBA LEXISNEXIS Invoice #1000RVY57 Legal	P0113950	3093726275	02/28/2022	349.02
00211359	04/01/2022	RIDWELL INC MERCER ISLAND STYROFOAM EVENT	P0113924	78826972	03/01/2022	4,275.00
00211360	04/01/2022	RUCKER, MANORD J LEOFF1 Medicare Reimb	P0112677	111521RE	01/01/2022	264.21
00211361	04/01/2022	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		APR2022A	04/01/2022	1,266.42
00211362	04/01/2022	SEATTLE PUMP JET HOSE & FITTINGS	P0113943	229847-1	03/17/2022	5,016.74
00211363	04/01/2022	SMITH, RICHARD LEOFF1 Medicare Reimb		APR2022B	04/01/2022	220.70

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211364	04/01/2022	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P0113917	125785/4	03/22/2022	147.72
00211365	04/01/2022	TAURAN PROPERTY MANAGEMENT CO Rental assistance for EA clien	P0113976	032222	03/22/2022	2,000.00
00211366	04/01/2022	THOMPSON, JAMES LEOFF1 Medicare Reimb		APR2022B	04/01/2022	245.90
00211367	04/01/2022	THYSSENKRUPP ELEVATOR CORP BRONZE OIL AND GREASE	P0113966	3006479706	03/01/2022	252.44
00211368	04/01/2022	TITAN ELECTRIC NO WORK BEING DONE		2202-121	03/23/2022	141.60
00211369	04/01/2022	Tortorelli, Lee SOT SHIRT - RANGER GREEN		032822	03/28/2022	1,328.03
00211370	04/01/2022	TSA HOUSE CLEANING DEEP CLEANING ON JAN 31 LUTHER	P0113925	0010274	02/06/2022	2,600.00
00211371	04/01/2022	UNITED RENTALS NORTH AMERICA GANTRY CRANE RENTAL	P0113663	203482578-001	03/02/2022	478.94
00211372	04/01/2022	USABlueBook WATER VALVE DECALS (20PK)	P0113903	898291	03/03/2022	51.77
00211373	04/01/2022	VERIZON WIRELESS VERIZON WIRELESS PUBLIC WORKS	P0113828	9900215647	02/23/2022	5,416.25
00211374	04/01/2022	WA ST DEPT OF TRANSPORTATION FEB 2022 SE 28TH & 80TH AVE SE	P0113826	RE41JZ1374L001	02/14/2022	698.16
00211375	04/01/2022	WALLACE, THOMAS LEOFF1 Medicare Reimb		APR2022B	04/01/2022	183.10
00211376	04/01/2022	WAPRO Invoice #4975 WAPRO Public Rec	P0113951	4975	03/21/2022	65.00
00211377	04/01/2022	WEGNER, KEN LEOFF1 Medicare Reimb		APR2022B	04/01/2022	144.60
00211378	04/01/2022	WHEELER, DENNIS LEOFF1 Medicare Reimb		APR2022B	04/01/2022	181.70
00211379	04/01/2022	WRPA WRPA ANNUAL CONFERENCE AND TRA	P0113977	7347	03/21/2022	310.00
00211380	04/01/2022	WU, XIAOXIA OVERPAYMENT		2202-257	03/16/2022	750.00
					Total	<u>395,482.98</u>

CERTIFICATION OF CLAIMS

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



Finance Director

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

Mayor

Date

Report	Warrants	Date	Amount
Check Register	211381 – 211455	4/8/2022	\$649,663.68 \$649,663.68

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0107796	00211446	Thaves, Edelyn	Rental refund due to COVID-19	1,524.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0114030	00211448	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	1,576.35
P0114011	00211405	H D FOWLER	INVENTORY PURCHASES	899.34
P0113971	00211410	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	522.45
P0114012	00211405	H D FOWLER	INVENTORY PURCHASES	514.22
	00211408	HARRIS, LAURA	REFUND OVERPAY 0108387301	383.67
P0113998	00211385	ALPINE PRODUCTS INC	INVENTORY PURCHASES	383.15
P0113984	00211410	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	349.59
	00211407	HALL, JON	REFUND OVERPAY 003834200	284.40
P0113997	00211385	ALPINE PRODUCTS INC	INVENTORY PURCHASES	200.38
P0113986	00211404	GRAINGER	INVENTORY PURCHASES	170.03
<i>Org Key: 814002 - Voided Payroll Warrants</i>				
	00211381	Stone, Lizzy	PAYROLL CHECK REISSUE	2,080.04
<i>Org Key: 814074 - Garnishments</i>				
	00211392	CHAPTER 13 TRUSTEE	payroll early warrants	572.00
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00211423	MI EMPLOYEES ASSOC	payroll early warrants	212.50
<i>Org Key: CR1100 - Human Resources</i>				
P0114093	00211415	Kelly, Linda	HR Recruitment Support INV #22	2,875.00
<i>Org Key: CT1100 - Municipal Court</i>				
P0114071	00211411	INTERCOM LANGUAGE SERVICES INC	Intercom invoice #22-109	907.50
P0114082	00211418	LANGUAGE LINE SERVICES	Language Line invoice #1048434	30.39
<i>Org Key: DS0000 - Development Services-Revenue</i>				
	00211390	CARLY BIRD VOGEL	OVERPAYMENT	1,200.00
	00211413	JIM DANDY ENTERPRISES INC	NO WORK IN RIGHT OF WAY	512.00
	00211437	PERFORMANCE HTG	PERMITS CANCELED	283.20
<i>Org Key: FN1100 - Administration (FN)</i>				
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	47.13
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	42.13
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	187.35
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	176.88
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	165.18
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	47.13
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	42.13
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	187.36
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	165.18
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	187.36
P0114003	00211422	METROPRESORT	MARCH 2022 PRINTING & MAILING	165.19

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
Org Key: FR1100 - Administration (FR)				
P0114006	00211401	EASTSIDE FIRE & RESCUE	Admin Services 03/22	29,700.00
P0114005	00211444	SYSTEMS DESIGN WEST LLC	Transport Billing Fees 02/22	1,451.46
Org Key: FR2100 - Fire Operations				
P0114004	00211386	CHIP GEORGE INC	2 modems/antennas for Fire Tru	3,386.68
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 4604	1,412.80
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 7608	1,388.62
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 7608	828.39
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 7607	441.91
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 7609	437.91
P0114009	00211421	LN CURTIS & SONS	Helmet Shields	431.04
P0114006	00211401	EASTSIDE FIRE & RESCUE	Parts/Labor 8611	425.50
P0114015	00211387	AT&T MOBILITY	Fire 03/22 Service	279.17
P0114007	00211395	COMCAST	Internet Charges/Fire	21.41
Org Key: FR2400 - Fire Suppression				
P0114009	00211421	LN CURTIS & SONS	Hazmat Supplies	1,099.59
Org Key: FR2500 - Fire Emergency Medical Svcs				
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	14.80
P0114008	00211443	STERICYCLE INC	On-Call Charges/Fire	10.36
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	9.86
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	9.08
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	9.08
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	8.19
P0114016	00211383	AIRGAS USA LLC	Oxygen/Fire	4.93
Org Key: GGM001 - General Government-Misc				
P0114141	00211454	Woods, Jazzlynn	MI Presentation	250.00
Org Key: GGM004 - Gen Govt-Office Support				
P0113723	00211441	RICOH USA INC (FIRE)	Copier Rental/Fire	278.77
P0113723	00211441	RICOH USA INC (FIRE)	Copier Rental/Fire	278.77
Org Key: IS2100 - IGS Network Administration				
P0114085	00211451	VERIZON WIRELESS	FEB 24- MAR 23, 2022 IGS WIFI,	162.15
P0114086	00211451	VERIZON WIRELESS	FEB 24-MAR 23, 2022 CITY CELL	40.01
Org Key: MT2100 - Roadway Maintenance				
P0114077	00211455	ZUMAR INDUSTRIES	SIGN POST HI VIS SLEEVES	1,420.48
P0114046	00211403	FORESTRY SUPPLIERS INC	LOGGER CHAINS, CLUMP GRUBBER,	490.86
P0114018	00211448	TRAFFIC SAFETY SUPPLY	LEFT HAND TYPE 3 OBJECT MARKER	310.71
P0114076	00211439	PLATT ELECTRIC	8) ILS PBTS-2-4 INSUL AL MECH	160.87
P0114030	00211448	TRAFFIC SAFETY SUPPLY	ORANGE OBJECT MARKER 12" X 12"	227.47
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	110.30
P0114002	00211410	HOME DEPOT CREDIT SERVICE	MIXER & STRAINER	15.91
P0114078	00211425	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	8.91
Org Key: MT2300 - Planter Bed Maintenance				
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	617.26
Org Key: MT3100 - Water Distribution				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	1,852.93
P0114010	00211405	H D FOWLER	PARTS TO REPLACE TWO 3" METERS	22.67
<i>Org Key: MT3150 - Water Quality Event</i>				
P0113969	00211406	HACH COMPANY	AA FREE CHLORINE REAGENT SET,	586.41
P0114080	00211426	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	40.52
<i>Org Key: MT3400 - Sewer Collection</i>				
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	993.14
P0114080	00211426	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	7.92
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0114080	00211426	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	51.94
<i>Org Key: MT3800 - Storm Drainage</i>				
P0113983	00211405	H D FOWLER	2) 12" & 15" ADS FLARED ENDS	827.51
P0113983	00211405	H D FOWLER	24" X 4" MANHOLE RING & COVER	477.10
P0113983	00211405	H D FOWLER	10) CATCH BASIN SEDIMENT INSER	351.77
P0114056	00211405	H D FOWLER	CATCH BASIN SEDIMENT INSERT FO	351.77
P0114078	00211425	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	145.22
P0113984	00211410	HOME DEPOT CREDIT SERVICE	ADHESIVE & MISC. HARDWARE	100.66
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	88.24
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0114081	00211394	CINTAS CORPORATION #460	2022 PW COVERALL SERVICE	2,057.32
P0114068	00211450	UTILITIES UNDERGROUND LOCATION	2022 UTILITY LOCATES	281.22
P0113999	00211397	CRYSTAL AND SIERRA SPRINGS	PW WATER DELIVERY	74.00
<i>Org Key: MT4200 - Building Services</i>				
P0113993	00211438	PIONEER MASONARY REST CO	MI CITY HALL BASE BID 100% COM	19,791.58
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	8,332.05
P0113992	00211419	LIBERTY SCANNING LLC	BANKERS BOX SHREDDING	5,346.84
P0113454	00211434	PACIFIC AIR CONTROL INC	HVAC Service and Repair Contra	2,465.14
P0113996	00211435	PACIFIC GLASS & DOOR INC.	WO # 2022-071 BROKEN GLASS DOO	1,948.77
P0114047	00211398	CUMMINS SALES & SERVICE	REPAIR GENERATOR AT NORTH FIRE	2,142.31
P0113990	00211388	AUBURN MECHANICAL	FAILED CHECK VALVE ON BFD FIRE	1,865.64
P0114062	00211447	TKE CORPORATION	PLATINUM FULL MAINTENANCE	986.25
P0114058	00211393	CHEM-AQUA	WATER TREATMENT PROGRAM	973.32
P0114059	00211409	HERC RENTALS INC	CITY HALL 1 TON PORT AIR	972.20
P0114045	00211442	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	493.01
P0114080	00211426	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	49.51
P0114061	00211440	QUENCH USA INC	CITY HALL - BILLING PERIOD 3/1	15.86
<i>Org Key: MT4300 - Fleet Services</i>				
P0113968	00211432	NELSON PETROLEUM	2022 DIESEL DELIVERY	4,681.45
P0114067	00211389	AUTONATION INC	FLEET PARTS	1,544.11
P0114069	00211384	ALL BATTERY SALES & SERVICE	BATTERY	147.48
P0114001	00211410	HOME DEPOT CREDIT SERVICE	4-1/2" HOLE SAW	66.54
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0113997	00211385	ALPINE PRODUCTS INC	STENCILS, POSTS & BASES	1,718.39
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0113830	00211399	DATEC INC.	CF-33 Vehicle Dock	1,182.47
<i>Org Key: MT4502 - Sewer Administration</i>				
P0113196	00211416	KING COUNTY TREASURY	JAN-DEC 2022 MONTHLY SEWER CHA	424,362.51
<i>Org Key: MT6100 - Park Maintenance</i>				
P0114017	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	1,716.87
P0113971	00211410	HOME DEPOT CREDIT SERVICE	HARDWARE, HOSES &	636.58
P0113981	00211452	WHISTLE WORKWEAR	MISC. WORK CLOTHES	515.89
P0114079	00211424	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	159.40
P0114081	00211394	CINTAS CORPORATION #460	PARKS 2022 COVERALL SERVICE	104.96
<i>Org Key: MT6200 - Athletic Field Maintenance</i>				
P0114013	00211433	NELSON TRUCK EQUIPMENT CO INC	TRUCK LIFT GATE INSTALLED ON V	1,919.50
P0114017	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	1,142.70
P0114075	00211420	LLOYD ENTERPRISES INC	MASON SAND (31.87 TONS)	1,109.69
<i>Org Key: MT6500 - Luther Burbank Park Maint</i>				
P0114017	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	2,109.07
<i>Org Key: MT6600 - Park Maint School Fields</i>				
P0114013	00211433	NELSON TRUCK EQUIPMENT CO INC	TRUCK LIFT GATE INSTALLED ON V	1,919.50
<i>Org Key: MT6900 - Aubrey Davis Park Maint</i>				
P0114017	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	502.64
<i>Org Key: PA0100 - Open Space Management</i>				
P0110594	00211431	MOUNTAINS TO SOUND	LUTHER BURBANK PARK SOUTH	687.00
P0111288	00211430	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	383.50
P0111293	00211430	MONARCH LANDSCAPING WA LLC	21-16J SE 53rd OS Open Space	323.33
P0111293	00211430	MONARCH LANDSCAPING WA LLC	21-16J SE 53rd OS Open Space	310.00
P0111292	00211430	MONARCH LANDSCAPING WA LLC	21-16I North Mercerdale Hillsi	274.58
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	273.00
P0110594	00211431	MOUNTAINS TO SOUND	LUTHER BURBANK PARK SOUTH	258.00
P0111289	00211430	MONARCH LANDSCAPING WA LLC	21-16F Island Crest Park Open	212.50
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	210.00
P0111292	00211430	MONARCH LANDSCAPING WA LLC	21-16I North Mercerdale Hillsi	175.00
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	175.00
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	155.00
P0111288	00211430	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	136.50
P0111288	00211430	MONARCH LANDSCAPING WA LLC	21-16E Homestead Park Open Spa	136.50
P0111285	00211430	MONARCH LANDSCAPING WA LLC	21-16A Clarke Beach Park Open	133.33
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	115.00
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	115.00
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	115.00
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	97.50
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	87.50
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	58.50
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	58.50
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	48.75
P0111290	00211430	MONARCH LANDSCAPING WA LLC	21-16G Luther Burbank Park Ope	48.75
<i>Org Key: PA0109 - Aubrey Davis Park Trail Safety</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0112473	00211417	KPG	Aubrey Davis Park Trail Safety	6,300.00
<i>Org Key: PA0123 - Luther Burbank Minor Capital L</i>				
P0112350	00211382	Action Sports Design LLC	Upper Luther Burbank Park Bike	10,550.00
P0114063	00211449	TRUE NORTH LAND SURVEYING INC	LATE FEE	25.00
<i>Org Key: PA0129 - Pioneer Park/Engstrom OS Fores</i>				
P0111286	00211430	MONARCH LANDSCAPING WA LLC	21-16C Engstrom Open Space	225.00
P0111286	00211430	MONARCH LANDSCAPING WA LLC	21-16C Engstrom Open Space	225.00
<i>Org Key: PR1100 - Administration (PR)</i>				
P0114074	00211412	J STREET TECHNOLOGY INC.	ADVANCED PAYMENT TO BEGIN	11,750.00
P0114092	00211402	Emily Moon, Consultant	Recreation Reset Services Marc	2,050.00
<i>Org Key: PR4100 - Community Center</i>				
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	3,657.95
P0114062	00211447	TKE CORPORATION	PLATINUM FULL MAINTENANCE	986.25
P0113980	00211404	GRAINGER	BUFFING & PREBURNISHING PADS	105.97
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	193.68
<i>Org Key: SU0100 - Emergency Sewer Repairs</i>				
P0114039	00211445	TACOMA SCREW PRODUCTS INC	HARDWARE TO REPLACE CHECK	507.38
<i>Org Key: WU0101 - Booster Chlorination Station</i>				
P0108114	00211391	CAROLLO ENGINEERS INC	BOOSTER CHLORINATION SYSTEM	9,588.50
P0114066	00211396	CORE & MAIN LP	A423 5-1/4" HYDRANT 4'6" BURY	3,789.84
<i>Org Key: WU0112 - Water System Components (valve)</i>				
P0114020	00211405	H D FOWLER	PRV REPAIR PARTS	24,268.60
<i>Org Key: WU0116 - RRA/ ERP Updates & Water Syste</i>				
P0109465	00211391	CAROLLO ENGINEERS INC	Risk & Resilience Assessment (5,985.06
P0114139	00211400	DEPT OF ECOLOGY	Water rights permit extension	50.00
<i>Org Key: YF1100 - YFS General Services</i>				
P0114083	00211418	LANGUAGE LINE SERVICES	Translation of Food Pantry pol	519.16
P0114084	00211436	PAYNE-EVANS, DIANE	Policy consulting	400.00
<i>Org Key: YF1200 - Thrift Shop</i>				
P0114062	00211447	TKE CORPORATION	PLATINUM FULL MAINTENANCE	986.25
P0114057	00211427	MI UTILITY BILLS	MARCH 2022 PAYMT OF UTILITY BI	480.65
	00211453	Wimax Furer	BOOKCASE HARDWARE	30.05
P0113979	00211404	GRAINGER	DUST MOP HANDLE	15.55
<i>Org Key: YF2600 - Family Assistance</i>				
P0114140	00211428	MINOL L.P.	Utility assistance for EA clie	325.00
P0113286	00211414	KC HOUSING AUTHORITY	Rental Assistance for EA clien	192.00
Total				649,663.68

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211381	04/07/2022	Stone, Lizzy PAYROLL CHECK REISSUE		040722	04/07/2022	2,080.04
00211382	04/08/2022	Action Sports Design LLC Upper Luther Burbank Park Bike	P0112350	ASD-21-023-02	03/28/2022	10,550.00
00211383	04/08/2022	AIRGAS USA LLC Oxygen/Fire	P0114016	9123561312	03/08/2022	55.94
00211384	04/08/2022	ALL BATTERY SALES & SERVICE BATTERY	P0114069	700559	03/15/2022	147.48
00211385	04/08/2022	ALPINE PRODUCTS INC INVENTORY PURCHASES	P0113997	TM-207913	03/23/2022	2,301.92
00211386	04/08/2022	CHIP GEORGE INC 2 modems/antennas for Fire Tru	P0114004	5407	04/01/2022	3,386.68
00211387	04/08/2022	AT&T MOBILITY Fire 03/22 Service	P0114015	77470X03132022	03/05/2022	279.17
00211388	04/08/2022	AUBURN MECHANICAL FAILED CHECK VALVE ON BFD FIRE	P0113990	25559	03/24/2022	1,865.64
00211389	04/08/2022	AUTONATION INC FLEET PARTS	P0114067	040422	04/04/2022	1,544.11
00211390	04/08/2022	CARLY BIRD VOGEL OVERPAYMENT		CA022-005	03/31/2022	1,200.00
00211391	04/08/2022	CAROLLO ENGINEERS INC BOOSTER CHLORINATION SYSTEM	P0109465	FB20718	03/09/2022	15,573.56
00211392	04/08/2022	CHAPTER 13 TRUSTEE payroll early warrants		040822	04/08/2022	572.00
00211393	04/08/2022	CHEM-AQUA WATER TREATMENT PROGRAM	P0114058	7723958	03/16/2022	973.32
00211394	04/08/2022	CINTAS CORPORATION #460 2022 PW COVERALL SERVICE	P0114081	4112615515	03/07/2022	2,162.28
00211395	04/08/2022	COMCAST Internet Charges/Fire	P0114007	0081371-MAR22	03/11/2022	21.41
00211396	04/08/2022	CORE & MAIN LP A423 5-1/4" HYDRANT 4'6" BURY	P0114066	Q547088	03/22/2022	3,789.84
00211397	04/08/2022	CRYSTAL AND SIERRA SPRINGS PW WATER DELIVERY	P0113999	14555831 031922	03/19/2022	74.00
00211398	04/08/2022	CUMMINS SALES & SERVICE REPAIR GENERATOR AT NORTH FIRE	P0114047	01-44518	03/09/2022	2,142.31
00211399	04/08/2022	DATEC INC. CF-33 Vehicle Dock	P0113830	35362	03/30/2022	1,182.47
00211400	04/08/2022	DEPT OF ECOLOGY Water rights permit extension	P0114139	040722	04/07/2022	50.00
00211401	04/08/2022	EASTSIDE FIRE & RESCUE Admin Services 03/22	P0114006	4486CR-4537	02/28/2022	34,635.13
00211402	04/08/2022	Emily Moon, Consultant Recreation Reset Services Marc	P0114092	MARCH 2022	04/04/2022	2,050.00
00211403	04/08/2022	FORESTRY SUPPLIERS INC LOGGER CHAINS, CLUMP GRUBBER,	P0114046	202599-00	03/28/2022	490.86
00211404	04/08/2022	GRAINGER INVENTORY PURCHASES	P0113979	9260078598	03/28/2022	291.55
00211405	04/08/2022	H D FOWLER INVENTORY PURCHASES	P0114020	I6054123	04/01/2022	27,712.98
00211406	04/08/2022	HACH COMPANY AA FREE CHLORINE REAGENT SET,	P0113969	12934661	03/18/2022	586.41

Accounts Payable Report by Check Number

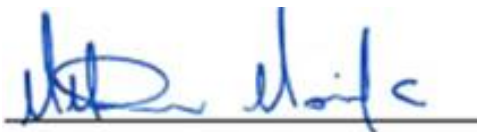
Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211407	04/08/2022	HALL, JON REFUND OVERPAY 003834200		033122	03/31/2022	284.40
00211408	04/08/2022	HARRIS, LAURA REFUND OVERPAY 0108387301		033122	03/31/2022	383.67
00211409	04/08/2022	HERC RENTALS INC CITY HALL 1 TON PORT AIR	P0114059	32720116-001	03/18/2022	972.20
00211410	04/08/2022	HOME DEPOT CREDIT SERVICE INVENTORY PURCHASES	P0113971	0371303/0361830	03/28/2022	1,691.73
00211411	04/08/2022	INTERCOM LANGUAGE SERVICES INC Intercom invoice #22-109	P0114071	22-109	03/31/2022	907.50
00211412	04/08/2022	J STREET TECHNOLOGY INC. ADVANCED PAYMENT TO BEGIN WORK	P0114074	23134	03/14/2022	11,750.00
00211413	04/08/2022	JIM DANDY ENTERPRISES INC NO WORK IN RIGHT OF WAY		2202-034	03/30/2022	512.00
00211414	04/08/2022	KC HOUSING AUTHORITY Rental Assistance for EA clien	P0113286	040122	04/01/2022	192.00
00211415	04/08/2022	Kelly, Linda HR Recruitment Support INV #22	P0114093	22007	04/01/2022	2,875.00
00211416	04/08/2022	KING COUNTY TREASURY JAN-DEC 2022 MONTHLY SEWER CHA	P0113196	30034217	04/01/2022	424,362.51
00211417	04/08/2022	KPG Aubrey Davis Park Trail Safety	P0112473	2-18922	03/14/2022	6,300.00
00211418	04/08/2022	LANGUAGE LINE SERVICES Language Line invoice #1048434	P0114083	10499025	03/31/2022	549.55
00211419	04/08/2022	LIBERTY SCANNING LLC BANKERS BOX SHREDDING	P0113992	1045	03/04/2022	5,346.84
00211420	04/08/2022	LLOYD ENTERPRISES INC MASON SAND (31.87 TONS)	P0114075	3329667	03/24/2022	1,109.69
00211421	04/08/2022	LN CURTIS & SONS Helmet Shields	P0114009	INV579079	03/21/2022	1,530.63
00211422	04/08/2022	METROPRESORT MARCH 2022 PRINTING & MAILING	P0114003	IN642471	03/31/2022	1,057.62
00211423	04/08/2022	MI EMPLOYEES ASSOC payroll early warrants		040822	04/08/2022	212.50
00211424	04/08/2022	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0114079	033122-560400	03/31/2022	159.40
00211425	04/08/2022	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P0114078	033122-560700	03/31/2022	154.13
00211426	04/08/2022	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0114080	033122-560800	03/31/2022	149.89
00211427	04/08/2022	MI UTILITY BILLS MARCH 2022 PAYMT OF UTILITY BI	P0114057	MARCH2022	03/31/2022	21,797.48
00211428	04/08/2022	MINOL L.P. Utility assistance for EA clie	P0114140	040722	04/07/2022	325.00
00211430	04/08/2022	MONARCH LANDSCAPING WA LLC 21-16A Clarke Beach Park Open	P0111286	CD50151257-RET	01/01/2022	4,092.74
00211431	04/08/2022	MOUNTAINS TO SOUND LUTHER BURBANK PARK SOUTH WETL	P0110594	3889-RET	06/30/2022	945.00
00211432	04/08/2022	NELSON PETROLEUM 2022 DIESEL DELIVERY	P0113968	0791954-IN	03/24/2022	4,681.45
00211433	04/08/2022	NELSON TRUCK EQUIPMENT CO INC TRUCK LIFT GATE INSTALLED ON V	P0114013	730664	03/31/2022	3,839.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00211434	04/08/2022	PACIFIC AIR CONTROL INC HVAC Service and Repair Contra	P0113454	46555	03/17/2022	2,465.14
00211435	04/08/2022	PACIFIC GLASS & DOOR INC. WO # 2022-071 BROKEN GLASS DOO	P0113996	4813	03/17/2022	1,948.77
00211436	04/08/2022	PAYNE-EVANS, DIANE Policy consulting	P0114084	033122	03/31/2022	400.00
00211437	04/08/2022	PERFORMANCE HTG PERMITS CANCELED		2203-170/171	03/30/2022	283.20
00211438	04/08/2022	PIONEER MASONARY REST CO MI CITY HALL BASE BID 100% COM	P0113993	27813	02/21/2022	19,791.58
00211439	04/08/2022	PLATT ELECTRIC 8) ILS PBTS-2-4 INSUL AL MECH	P0114076	2P60162	03/18/2022	160.87
00211440	04/08/2022	QUENCH USA INC CITY HALL - BILLING PERIOD 3/1	P0114061	INV03833277	03/01/2022	15.86
00211441	04/08/2022	RICOH USA INC (FIRE) Copier Rental/Fire	P0113723	105902326	02/18/2022	557.54
00211442	04/08/2022	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P0114045	126552/4	03/31/2022	493.01
00211443	04/08/2022	STERICYCLE INC On-Call Charges/Fire	P0114008	3005922811	02/28/2022	10.36
00211444	04/08/2022	SYSTEMS DESIGN WEST LLC Transport Billing Fees 02/22	P0114005	20220527	03/23/2022	1,451.46
00211445	04/08/2022	TACOMA SCREW PRODUCTS INC HARDWARE TO REPLACE CHECK VALV	P0114039	100092332-00	03/31/2022	507.38
00211446	04/08/2022	Thaves, Edelyn Rental refund due to COVID-19	P0107796	05272020-RE	01/01/2022	1,524.00
00211447	04/08/2022	TKE CORPORATION PLATINUM FULL MAINTENANCE	P0114062	3006462153	03/01/2022	2,958.75
00211448	04/08/2022	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P0114018	INV047609	03/30/2022	2,114.53
00211449	04/08/2022	TRUE NORTH LAND SURVEYING INC LATE FEE	P0114063	031522	03/15/2022	25.00
00211450	04/08/2022	UTILITIES UNDERGROUND LOCATION 2022 UTILITY LOCATES	P0114068	2030181	03/31/2022	281.22
00211451	04/08/2022	VERIZON WIRELESS FEB 24-MAR 23, 2022 CITY CELL	P0114086	9902514273	03/23/2022	557.56
00211452	04/08/2022	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0113981	544877	03/27/2022	515.89
00211453	04/08/2022	Wimax Furer BOOKCASE HARDWARE		021122	02/11/2022	30.05
00211454	04/08/2022	Woods, Jazzlynn MI Presentation	P0114141	00000001	03/01/2022	250.00
00211455	04/08/2022	ZUMAR INDUSTRIES SIGN POST HI VIS SLEEVES	P0114077	39344	03/30/2022	1,420.48
					Total	649,663.68

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>Date</u>	<u>Amount</u>
EFT Payments	March 2022	\$2,301,328.20

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/1/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 2.85
3/1/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 4.75
3/1/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 4.75
3/1/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 19.95
3/1/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT REVENUE TAX PYMT <i>Water Fund</i> <i>Sewer Fund</i> <i>Stormwater Fund</i> <i>Thrift Shop</i> <i>General - Other</i>	Remit Excise Taxes 73,575.37 \$ 36,970.55 \$ 25,562.97 \$ 3,702.01 \$ 6,412.89 \$ 926.95
3/1/2022	Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 000000000259217	Merchant Fee - MBP.com 2,265.23
3/1/2022	Preauthorized ACH Debit	MERCHANT SVCS MERCH FEE 8037460410	Merchant Fee - Boat Launch 114.18
3/2/2022	Preauthorized ACH Debit	DIRECT DEPOSIT BANKCARD 948908660000035	Merchant Fee - Utility Billing 5,863.24
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL AFLAC INSURANCE	Employee Withholding - Payroll 590.32
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL AUTHNET GATEWAY BILLING	Merchant Fee 15.00
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL AUTHNET GATEWAY BILLING	Merchant Fee 25.00
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL AUTHNET GATEWAY BILLING	Merchant Fee 30.00
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA MONTH END	Merchant Fee - Utility Billing 10.00
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 32.30
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE	Employee Withholding - Payroll 190.50

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/2/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE Employee Withholding - Payroll	2,162.80
3/2/2022	Preauthorized ACH Debit	MERCHANT SERVICEMERCH FEES930553411164783 Merchant Fee - Thrift Shop	4,255.37
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE Merchant Fee	6.45
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE Merchant Fee	6.45
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE Merchant Fee	6.45
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL FISERV MERCHANT FEE Merchant Fee	159.88
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	1,207.50
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B Employee Withholding - Payroll	1,384.56
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE Merchant Fee - Utility Billing	15.00
3/3/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	9.50
3/4/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	3.80
3/4/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	9.50
3/4/2022	Outgoing Money Transfer	KROGER Emergency Assistance	9,600.00
3/7/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES Merchant Fee - Utility Billing	57.95
3/7/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY Remit Retirement <i>Employee (payroll withholding)</i> \$ 61,177.54 <i>Employer Portion</i> \$ 68,047.95	129,225.49
3/7/2022	Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483290884 Merchant Fee - Recreation	691.37
3/7/2022	Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483291882 Merchant Fee - Recreation	576.74
3/7/2022	Preauthorized ACH Debit	VANTIV_INTG_PYMTBILLNG 295483292880 Merchant Fee - Recreation	11.95

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL INVOICE CLOUD INVOICE CL	Merchant Fee - Utility Billing 112.05
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 132.80
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 9.50
3/8/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 13.30
3/9/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 2.85
3/10/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Payroll Taxes 204,800.03 \$ 149,695.58 \$ 55,104.45
3/10/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP WAGE PAY WAGE PAY	Net Payroll 593,680.97
3/10/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 1,663.93
3/10/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 7.60
3/11/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll 1,075.00
3/11/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NATIONWIDE PAYMENTS	Employee Withholding - Payroll 17,733.13
3/11/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 36.10
3/11/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL Vimly Benefit SoAWC <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Employee Benefits 193,386.56 \$ 28,955.08 \$ 164,431.48
3/11/2022	Outgoing Money Transfer	FIRE UNION	Employee Withholding - Payroll 2,384.59
3/11/2022	Outgoing Money Transfer	ICMA CONTRIBUTION	Employee Withholding - Payroll 35,006.43

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/11/2022	Outgoing Money Transfer	VEBA CONTRIBUTION	Employee Withholding - Payroll 6,210.41
3/14/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 5.70
3/14/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WASHINGTON-DSHS WA5	Employee Withholding - Payroll 706.03
3/15/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
3/15/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 11.40
3/15/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 15.20
3/16/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 1.90
3/16/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER	DOL Abstract 13.00
3/17/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 1,183.33
3/17/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 9.50
3/18/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL CAYAN HOLDINGS LPAYMENT	Merchant Fee - Thrift Shop 101.68
3/18/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 45.60
3/21/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 10.45
3/21/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT RET SYS DRS EPAY <i>Employee (payroll withholding)</i> <i>Employer Portion</i>	Remit Retirement 130,266.05 \$ 61,432.71 \$ 68,833.34
3/22/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing 15.00
3/22/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 1.90
3/22/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 10.45
3/22/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 12.35

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/23/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL Cayan Merchant Fee - Thrift LLC EDI PYMNTS Shop	5.85
3/23/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	41.80
3/24/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP Tax ADP Tax Payroll Taxes	190,351.09
		<i>Employee (payroll withholding)</i> \$ 138,545.82	
		<i>Employer Portion</i> \$ 51,805.27	
3/24/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP WAGE PAY WAGE PAY Net Payroll	559,685.44
3/24/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA Employee BENEFIT SOFLEXIBLE B Withholding - Payroll	1,263.10
3/24/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA Employee BENEFIT SOFLEXIBLE B Withholding - Payroll	2,750.00
3/24/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	5.70
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP - FEES ADP Payroll Services	1,771.06
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL ADP PAYROLL FEESADP - FEES ADP Payroll Services	2,488.34
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL Employee NATIONWIDE PAYMENTS Withholding - Payroll	1,075.00
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL Employee NATIONWIDE PAYMENTS Withholding - Payroll	17,733.13
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility REJECT FEE Billing	15.00
3/25/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	6.65
3/25/2022	Outgoing Money Transfer	FIRE UNION Employee Withholding - Payroll	2,384.59
3/25/2022	Outgoing Money Transfer	ICMA CONTRIBUTION Employee Withholding - Payroll	34,731.65
3/25/2022	Outgoing Money Transfer	VEBA CONTRIBUTION Employee Withholding - Payroll	6,210.45
3/28/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA Merchant Fee - Utility TRX FEES Billing	14.25
3/28/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA STATE DOL WA DRIVER DOL Abstract	52.00

Accounts Payable EFT Report

Item 2.

Date	Description	Vendor Name / Description	Dollar Amount
3/28/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WASHINGTON-DSHS WA53	Employee Withholding - Payroll 706.03
3/29/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA REJECT FEE	Merchant Fee - Utility Billing 15.00
3/29/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 0.95
3/29/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 5.70
3/29/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 8.55
3/29/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL WA DEPT REVENUE TAX PYMT <i>Water Fund</i> <i>Sewer Fund</i> <i>Stormwater Fund</i> <i>Thrift Shop</i> <i>General - Other</i>	Remit Excise Taxes \$ 24,402.30 \$ 17,194.63 \$ 2,847.55 \$ 9,459.66 \$ 888.02 54,792.16
3/30/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL AFLAC INSURANCE	Employee Withholding - Payroll 590.32
3/30/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 38.95
3/30/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE	Employee Withholding - Payroll 190.50
3/30/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL UNUMGROUP955 INSURANCE	Employee Withholding - Payroll 1,685.40
3/31/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 680.00
3/31/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL NAVIA BENEFIT SOFLEXIBLE B	Employee Withholding - Payroll 1,217.25
3/31/2022	Preauthorized ACH Debit	DIRECT WITHDRAWAL PAYA TRX FEES	Merchant Fee - Utility Billing 9.50
			Total \$ 2,301,328.20



**CITY COUNCIL MINUTES
SPECIAL VIDEO MEETING (EXECUTIVE SESSION)
DECEMBER 21, 2021**

CALL TO ORDER & ROLL CALL

Mayor Benson Wong called the Special Meeting to order at 2:00 pm from a remote location.

Mayor Benson Wong, Deputy Mayor Wendy Weiker and Councilmembers Lisa Anderl, Jake Jacobson, Salim Nice, Craig Reynolds, and David Rosenbaum participated remotely using the teleconferencing platform Microsoft Teams.

City Manager Jessi Bon and City Attorney Bio Park participated in the executive session from a remote location using Microsoft Teams.

EXECUTIVE SESSION

At 2:00 pm, Mayor Wong convened an Executive Session pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation to which the City is, or is likely to become, a party, when public knowledge of the discussion is likely to result in an adverse legal or financial consequence to the City.

At 3:01 pm, Mayor Wong adjourned the Executive Session.

No action was taken following the Executive Session.

ADJOURNMENT

The Special Meeting adjourned at 3:01 pm.

Benson Wong, Mayor

Attest:

Andrea Larson, City Clerk



CITY COUNCIL MINUTES PLANNING SESSION MARCH 26, 2022

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the 2022 City Council Planning Session to order at 9:00 am in the Council Chambers at City Hall, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Salim Nice, Deputy Mayor David Rosenbaum and Councilmembers Lisa Anderl, Jake Jacobson, Wendy Weiker and Ted Weinberg participated in person in Council Chambers.

Councilmember Craig Reynolds participated remotely using Zoom.

APPEARANCES

Ira Appleman (Mercer Island) spoke regarding the City Council Priorities. He spoke about his concerns around what is included in the City Council priorities and urged the City Council to consider external issues and how to protect the community.

Sophia Rosales and Anouk Grandmougin (Mercer Island), students at MIHS and members of the ACLU Club, spoke regarding Ordinance No. 21C-02 (public property uses). They spoke about how they have engaged with both the Chief of Police and City Council regarding this ordinance and how after this meeting many of their concerns had been relieved. They encourage more community engagement on this topic.

Karina McSweeney (Mercer Island), student at MIHS and member of the ACLU club, spoke regarding Ordinance No. 21C-02 and expressed her concerns regarding it, and suggested more community engagement on this topic. She also spoke about meeting with staff and City Council to discuss the impacts of the ordinance.

Kiana Nasrabadi (Mercer Island), student at MIHS and member of the ACLU club, spoke regarding Ordinance No. 21C-02 and her concerns regarding it. She also spoke about possible community partnerships to support homelessness on Mercer Island and encouraged funding for this support.

Jonathan Harrington (Mercer Island) thanked the City Council for their support of Resolution No. 1570 to reduce greenhouse gas emissions and how we need quantifiable measurable matrixes to be included in the Climate Action Plan. He asked the City Council to consider a residential construction requirement that includes EV ready wiring for one vehicle.

Tom Acker (Mercer Island) thanked the City Council for their work. He spoke regarding the City Council priorities and encouraged the City Council to remember the priorities received from community surveys: public safety, parks, transportation, and retail in Town Center. He also spoke about sticking to the workplan so as not to overburden City Council and staff, and about Sound Transit and the lack of communication with the neighbors.

Gary Robinson (Mercer Island) thanked the City Council for the work that they have been doing for the community.

PLANNING SESSION BUSINESS

AB 6043: Review and Update City Council Priorities

City Manager Jessi Bon gave a brief introduction on the City Council Priorities. She noted that Councilmembers were encouraged to submit suggestions for 2023-2024 priorities in advance of the Planning Session and the suggestions were compiled as an Exhibit to AB 6043.

Mayor Nice presented a set of priorities, based on the common themes from Councilmembers' suggestions, as a starting point for Council discussion as follows:

- Broadly communicate and engage with the community on issues of importance to listen, instill trust, and promote sound decision-making.
- Develop data-driven economic development and retail plans and strategies to activate Town Center.
- Make once-in-a-generation investments to update and modernize aging infrastructure and capital facilities.
- Continue to restore city services with fiscal sustainability while focusing on the government's effectiveness, efficiency, and priorities.
- Create a robust legislative process that includes developing state and federal legislative priorities, identifying resource requests to support city initiatives, and guiding leadership and staff teams on engagement and lobbying strategies.

Following discussion and questions, the City Council proposed additional priorities regarding sustainability and parks and decided to add a preamble that encompasses some of the ongoing priorities.

City Manager Bon suggested that Council take a break and that staff would compile a draft set of priorities with a preamble for the Council to review.

The City Council took a break at 10:18 am. The Planning Session reconvened at 10:42 am.

Chief of Administration Ali Spietz provided a draft preamble and set of priorities for 2023-2024 for Council consideration as follows:

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

In the 2023-2024 biennium, we will continue to restore city services with fiscal sustainability while focusing on the government's effectiveness and efficiency, and the following priorities:

1. *Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas.*
2. *Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow.*
3. *Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.*
4. *Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.*

There was consensus from the Council to have staff bring this back to the Council for final review and approval an upcoming Council meeting.

AB 6044: 2021-2022 Work Plan Update

City Manager Jessi Bon provided a brief update on the 2021-2022 Work Plan. Mayor Nice led the review of the each of the proposed items for the 2023-2024 Work Plan. There was consensus from the City Council for the following items to preliminarily be added to the 2023-2024 Work Plan:

1. Legislative Strategy and Contract for Lobbyist
5. Develop a DEI Plan for the City
6. Establish a Special Revenue Fund for Community Planning & Development
10. Establish a Town Center Community Planning & Development Liaison

14. Restoration of I-90 Island Crest Way SOV access to WB I-90 HOV to reduce Town Center Traffic following loss of access to center roadway
16. Town Center removal of “big bend” replace with parking or park (SE 27th Street & 76th Ave SE)
17. Ban Personal Fireworks
19. Establish a Town Center Police Precinct Volunteer Program
20. School Zone Cameras
21. Body Worn Cameras for Police
24. Comprehensive Facility Assessment for City Hall, the Maintenance Building, and Luther Burbank Admin Building
29. Park Land Donation Program
30. Early Action GHG-Reduction Initiatives & Programs from the City’s Climate Action Plan
35. First/Last-Mile Transportation Initiatives
36. Expand Curbside/Doorstep Recycling Options
37. Define a Sustainable Funding Plan for Youth & Family Services Operations

Staff will prepare budget proposals (if needed) for the items listed above for the City Council to review as part of the 2023-2024 Biennial Budget process in the fall. Council will then determine which items will be added to the budget and the 2023-2024 Work Plan.

The City Council took a break for lunch at 11:52 am. The Planning Session reconvened at 12:40 pm.

AB 6045: Review City Council Rules of Procedure

Chief of Administration Ali Spietz provided an overview of the proposed changes to the City Council Rules of Procedure. There was consensus from the Council to include the following additional changes proposed by Councilmembers:

- **Section 2.2 – Election of Mayor and Deputy Mayor:**
 - Add “or upon vacancy of the office”
 - Conduct mayor election and then deputy mayor election
- **Section 3.1(G) – Remote Participation:** Strike sentence about remote attendance being the rare exception and amend technological difficulties.
- **Section 3.1(H) – Roll Call Voting for Hybrid Meetings:** Change all voting to roll call voting
- **Section 3.3(C) – Agenda Approval/Amendment:** change to “...the Mayor may, with the concurrence of the majority of Council...”
- **Section 8.8 – Board & Commission Code of Ethics:** Amend to include current process of signing a statement acknowledging they have received, read, and agree to be bound by the City’s code of ethics MICC Chapter 2.60 and RCW Chapter 42.23.
- **Section 8.12(E) – Board & Commission Appointment Process:** rewrite to clarify tie votes and when applicants to not get enough votes
- **Section 8.13(A) – Board & Commission Vacancies:** amend to include how to vote on multiple vacancies on one board or commission.

Staff will bring the amendments to a future Council meeting for review and approval.

AB 6046: 2021 Community Member of the Year Nomination

Councilmembers nominated citizens for the 2021 Community Member of the Year award. Following discussion of the nominees, the Council made their selection for 2021. The nominee will be honored at an upcoming 2022 Council meeting.

ADJOURNMENT

The Council Meeting adjourned at 2:40 pm.

Attest:

Salim Nice, Mayor

Andrea Larson, City Clerk



CITY COUNCIL MINUTES REGULAR HYBRID MEETING APRIL 5, 2022

Item 3.

EXECUTIVE SESSION

At 5:02 pm, Mayor Nice convened an Executive Session in the Farside Room at City Hall, 9611 SE 36th Street, Mercer Island, WA and via Microsoft Teams. The Executive Session was to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i).

Mayor Nice adjourned the Executive Session at 5:32 pm.

CALL TO ORDER & ROLL CALL

Mayor Salim Nice called the regular meeting to order at 5:54 pm in the Council Chambers at City Hall, 9611 SE 36th Street, Mercer Island, Washington.

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

Mayor Nice explained that Council Chambers was experiencing technical difficulties and recessed the meeting for approximately 30 minutes to transition the City Council to Zoom.

City Council was recessed from 5:55 pm – 6:21 pm.

PLEDGE OF ALLEGIANCE

Mayor Nice delivered the Pledge of Allegiance.

AGENDA APPROVAL

It was moved by Rosenbaum; seconded by Weinberg to:

Approve the agenda with the City Managers Report removed.

PASSED: 7-0

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

APPEARANCES

Gary Robinson (Mercer Island), spoke regarding his appreciation of the City Council for honoring his son Kirk Robinson with the skate park dedication.

Sue Stewart (Mercer Island), spoke about concerns she has about enforcement at the mountain bike skills area and the issues that occurred there prior to its closing last fall.

CONSENT AGENDA

AB 6039: March 11, 2022 Payroll Certification

Recommended Action: Approve the March 11, 2022 Payroll Certification (Exhibit 1) in the amount of \$888,805.90 and authorize the Mayor to sign the certification on behalf of the entire City Council.

AB 6050: March 25, 2022 Payroll Certification

Recommended Action: Approve the March 25, 2022 Payroll Certification (Exhibit 1) in the amount of \$847,791.44 and authorize the Mayor to sign the certification on behalf of the entire City Council.

Certification of Claims

- A. Check Register 211084-211154 | 3/11/2022 | \$282,128.63**
- B. Check Register 211155-211285 | 3/25/2022 | \$726,277.55**
- C. EFT Payments | February 2022 | \$2,288,376.83**

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

City Council Meeting Minutes of March 15, 2022

Recommended Action: Adopt the City Council Special Video Meeting Minutes of March 15, 2022 as presented.

AB 6052: Sexual Assault Awareness Month, Proclamation No. 287

Recommended Action: Proclaim April 2022 as Sexual Assault Awareness Month in the City of Mercer Island and encourage residents to join advocates and communities throughout King County in taking action to ensure that online communities are safe and respectful for everyone and prevent sexual violence by standing with survivors.

AB 6053: 2020 West Mercer Way Pedestrian Crossings Project Closeout

Recommended Action: Accept the completed 2020 West Mercer Way Pedestrian Crossings project and authorize staff to close out the contract.

AB 6054: 2021 Arterial and Residential Street Overlays Project Closeout

Recommended Action: Accept the completed 2021 Arterial and Residential Street Overlays project and authorize staff to close out the contract.

AB 6055: 2021 East Mercer Way Landslide Repair Project Closeout

Recommended Action: Accept the completed 2021 East Mercer Way Landslide Repair project and authorize staff to close out the contract.

AB 6049: Apply for Washington State Historical Society Heritage Capital Funding for Luther Burbank Boiler Building Phase 1 Project

Recommended Action: Pass Resolution No. 1624, authorizing the City Manager to apply for the 2023-2025 Heritage Capital Grant funding for construction of the Boiler Building Roof Replacement and Seismic Retrofits (Phase 1) project according to Washington State Historical Society grant guidelines, and commit to appropriating funding sufficient to meet grant program match requirements in the City's capital budget if the grant application receives a fundable ranking.

AB 6042: COVID-19 Utility Bill Relief Grant Program Approval

Recommended Action: Approve the COVID-19 Utility Bill Relief Grant Program and appropriate \$164,000 in ARPA Funding for Mercer Island utility assistance to households impacted by the pandemic.

It was moved by Weinberg; seconded by Reynolds to:

Approve the Consent Agenda and the recommended actions contained therein.

PASSED: 7-0

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

REGULAR BUSINESS

AB 6047: Renaming the Skate Park at Mercerdale Park to the “Kirk Robinson Skate Park”

Mayor Nice introduced a Resolution to rename the Skate Park at Mercerdale Park to the “Kirk Robinson Skate Park to recognize Kirk Robinson’s dedication to the Mercer Island community before his passing in 2019. Mayor Nice spoke about how Kirk Robinson grew up on the Island, was a MIHS graduate, and longtime resident. He noted that Kirk was volunteer firefighter for Mercer Island before he joined the Bothell Fire Department where he served for 18 ½ years rising to the rank of Lieutenant. Mayor Nice also spoke about Kirk’s impressive collection of skateboards as a testament to his love of skateboarding.

It was moved by Anderl; seconded by Weiker to:

Pass Resolution No. 1622 acknowledging and commending Kirk Robinsons’ service to the Mercer Island community by renaming the Skate Park at Mercerdale Park to the “Kirk Robinson Skate Park.”

PASSED: 7-0

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

It was moved by Weinberg; seconded by Reynolds to:

Appropriate \$5,500 from the Capital Improvement Fund to design and install a sign at the “Kirk Robinson Skate Park” which includes information about Kirk Robinson and his legacy

PASSED: 7-0

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

AB 6034: Aid Vehicle Motorized Stretchers Purchase

Interim Fire Chief Jeff Clark and Interim Deputy Fire Chief Doug McDonald presented on the proposal to purchase two Stryker power stretcher systems for Fire Department aid vehicles. Interim Deputy Fire Chief McDonald explained how the Stryker Power Stretcher units help reduce injuries to personnel when lifting patients, thereby minimizing time loss due to duty related disabilities and/or L&I claims, both of which are a priority for Fire Administration. He also addressed how the ease of movement and loading will lessen the stress and impact to the patients on the stretchers. He explained funding for the stretcher systems and timeline for purchase.

It was moved by Jacobson; seconded by Weiker to:

Authorize the use of \$118,154 of GEMT (Ground Emergency Medical Transportation) revenue to fund the purchase of two Stryker power stretcher systems for Fire Department aid vehicles 192 & 193.

PASSED: 7-0

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

AB 6056: ARCH Housing Trust Fund Project Approval and Interlocal Agreement Amendment

Interim CPD Director Jeff Thomas and Deputy CPD Director Alison Van Gorp presented on the ARCH Housing Trust Fund Project Approval and Interlocal Agreement Amendment. Deputy Director Van Gorp presented on the four projects recommended by the ARCH Executive Board for support from the City’s contributions to the ARCH Housing Trust Fund. She also presented the proposed changes to the ARCH Interlocal Agreement.

It was moved by Weinberg; seconded by Jacobson to:

Approve the use of \$33,500 from the City’s contributions to the ARCH Housing Trust Fund as recommended by the ARCH Executive Board and authorize execution of any related agreements and documents

PASSED: 7-0

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

It was moved by Weinberg seconded by Weiker to:

Approve and authorize execution of Amendment No. 1 to the Amended and Restated Interlocal

Agreement for ARCH to (1) change the name of the Citizen Advisory Board to the Community Advisory Board, (2) to temporarily allow up to four additional members to serve on the advisory board in order to enhance the diversity of and the breadth of skills and experience on said board, and (3) to revise language throughout the agreement consistent with these changes.

PASSED: 6-1

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

AGAINST: 1 (Anderl)

AB 6057: City Council Rules of Procedure Amendments (Resolution No. 1625)

Chief of Administration Ali Spietz presented the proposed changes to the Council Rules of Procedure as presented at the Planning Session on March 26 and the additional changes requested by the Council.

City Council discussed the amendments and asked questions.

It was moved by Rosenbaum; seconded by Weinberg to:

Approve Resolution No. 1625 amending the City Council Rules of Procedure as set forth and amended in Exhibit A.

It was moved by Weinberg; seconded by Reynolds to:

Amend the previous motion to:

Amend the second sentence of 8.13(A) to read: If there is more than more vacancy to fill on a board or commission, the position with the longest term will be voted on first.

Motion to Amend PASSED: 7-0

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

It was moved by Reynolds; Seconded by Nice to:

Amend the previous motion to:

Amend 8.12.(E)(4)(a) to read: If more than one candidate has only one vote, the Mayor will recommend and appropriate procedure for breaking the tie, subject to approval by the council.

Motion to Amend PASSED: 7-0

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

Amended Motion PASSED: 7-0

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

OTHER BUSINESS

Planning Schedule

City Manager Bon spoke about upcoming meetings: the hybrid City Council meeting on April 19 and the joint meeting with Mercer Island School Board on April 21.

Councilmember Absences and Reports

Mayor Nice noted that 39 regional Mayors co-hosted a Ukraine Refugee's Worldwide Seattle Symphony event that was a fundraiser for the Seattle Refugee Fund.

Councilmember Reynolds asked the community to continue to remain vigilant against COVID-19.

Deputy Mayor Rosenbaum noted that there is a SCA PIC meeting next week.

Councilmember Weiker congratulated MIHS Marching band on being selected to play in the 2023 Macy's Thanksgiving day parade.

Councilmember Weinberg spoke about the Ukraine Refugee's Worldwide Seattle Symphony event.

The regular Council Meeting adjourned at 7:32 pm.

EXECUTIVE SESSION

At 7:38 pm, Mayor Nice convened an Executive Session in the Farside Room at City Hall, 9611 SE 36th Street, Mercer Island, WA and via Microsoft Teams. The Executive Session was to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) for approximately 30 minutes.

At 8:08 pm, Mayor Nice extended the Executive Session for an additional 10 Minutes.

Mayor Nice adjourned the executive session at 8:15 pm.

ADJOURNMENT

Salim Nice, Mayor

Attest:

Andrea Larson, City Clerk



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6062
April 19, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6062: 2022 Water System Improvements (Madrona Crest East) 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 2022 Water System Improvements construction contract to Fury Site Works, Inc.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Clint Morris, Capital Division Manager Rona Lin, Utilities Engineer
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Project Location Map
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ 2,767,115
AMOUNT BUDGETED	\$ 2,798,000
APPROPRIATION REQUIRED	\$ 0

EXECUTIVE SUMMARY

The purpose of this agenda bill is to award a public works construction contract for the upgrade of the aging and undersized water system in the Madrona Crest East neighborhood.

- This project replaces over 4,300 linear feet of watermain, along with water services, fire hydrants, and other components.
- Three bids were received, and the low construction bid is \$1,864,262.
- This project is included in the 2021-2022 Capital Budget and is funded with Water Utility Funds.
- Construction will occur in summer and fall of 2022.

BACKGROUND

One of the City's top priorities is to provide safe and reliable drinking water to its residents and the community. A major component of achieving that goal is on-going, planned replacement of portions of the water system that have reached the end of their service life.

Each biennium, the City constructs at least one watermain replacement project, as well as performing other capital water system upgrades. The City owns and maintains over 115 miles of water mains, ranging in size from 4-inches to 30-inches in diameter. During each CIP budget planning process, City staff evaluate and

prioritize water mains for replacement using a scoring matrix that applies rating factors to attributes such as pipe material, age, diameter, condition, water quality and fire flow.

The Madrona Crest neighborhood is one of the oldest on the Island. It is bounded by SE 36th and SE 40th Streets and by 84th and 90th Avenues. This area was originally platted in 1946 and many of the original homes were built in the 1950s. The water system is old, undersized, and has experienced numerous breaks over the years. The water system in this area is primarily comprised of cast iron pipe, but it also contains some Asbestos Cement (AC) pipe. Pressurized AC pipe is a material known for developing leaks and breaks as it nears the latter part of its expected useful life.

Construction of the Madrona Crest West water improvements in 2016 replaced all the water system components in the western half of the Madrona Crest plat (from 84th to 86th Avenues), in conjunction with some stormwater and sidewalk improvements. This provided much-needed utility improvements and roadway reconstruction in the neighborhood.

The 2022 Water System Improvements will provide needed water utility improvements in the eastern half of the Madrona Crest neighborhood, strengthening reliability of the distribution system, increasing fire flow, and improving water quality. See Exhibit 1 for the project location.

ISSUE/DISCUSSION

PROJECT DESCRIPTION

The 2022 Water System Improvements project consists of replacing over 4,300 linear feet of 4-inch and 6-inch cast iron water mains in the east half of the Madrona Crest plat with new 8-inch ductile iron pipe, and the abandonment of over 1,500 linear feet of redundant cast iron and AC water mains in SE 40th Street between 86th Avenue and Greenbrier Lane. In addition, 112 water services and ten fire hydrants will be replaced, and three new air/vacuum valve assemblies will be installed.

Design of the Madrona Crest East project began in November 2021 and was completed in mid-March 2022. The project was advertised for bids immediately after design work was finalized. At completion of design, the engineer’s estimated construction cost of the project was \$1,999,600.

BID RESULTS

Three construction bids were received and opened on March 30, 2022. The lowest bid was received from Fury Site Works, Inc for \$1,864,262, which is approximately 7% below the engineer’s construction cost estimate. The following table shows the bid results.

COMPANY NAME	TOTAL BID AMOUNT INCLUDING 10.1% WASHINGTON SALES TAX
Fury Site Works	\$1,864,262
B & B Utilities and Excavating	\$1,934,492
Laser Underground & Earthworks	\$2,143,473
Engineer’s Estimate:	\$1,999,600

The apparent low bidder, Fury Site Works, Inc. (“Fury”) from North Bend, Washington was established in 1976. They have completed several water main and other utility infrastructure construction projects for public agencies and private developments in Western Washington under the current ownership since 2011. In

2016, Fury completed the Standalone Air Vacuum Release Valve Assemblies Upgrade project for the City of Mercer Island. In 2013 and 2014, Fury completed multiple stormwater repairs and improvements for the Public Works Department’s Right-of-Way team. Fury is currently finishing a two-year \$5.5 million AC water main replacement project for the City of Bellevue.

A review of the Labor and Industries (L&I) website confirms Fury is a contractor in good standing with no license violations, outstanding lawsuits, or L&I tax debt. Based on review of Fury’s bid submittal and reference checks, staff has determined that Fury is the lowest responsive bidder for this project and staff recommends awarding the 2022 Water System Improvements project to Fury Site Works, Inc.

PROJECT BUDGET

Adding amounts for construction contingency, design, construction inspection, and project management brings the total estimated project cost to \$2,767,115. Historically, staff applies a 20% contingency to utility construction due to the unknowns associated with underground work. Project costs are summarized in the following table.

2022 WATER SYSTEM IMPROVEMENTS (MADRONA CREST EAST) PROJECT BUDGET	
Description	TOTAL
Construction	\$1,693,245
Washington State Sales Tax @ 10.1%	\$171,018
Total Construction Contract Award to Fury Site Works	\$1,864,262
Construction Contingency @ 20%	\$372,852
Project Design - Consultant	\$160,000
Construction Support Services - Consultant	\$60,000
Project Management/In-House Staff Support	\$240,000
Construction Inspection	\$70,000
Total Project Cost	\$2,767,115
2021 - 2022 Budget - Water Fund for Design	\$350,000
2021 - 2022 Budget - Water Fund for Construction	\$2,448,000
Total Budget Available for Project	\$2,798,000
Budget Appropriation Needed	\$0

NEXT STEPS

Staff recommends authorizing the City Manager to execute a contract with Fury Site Works, Inc. for the construction of the 2022 Water System Improvements (Madrona Crest East) project and set the total project budget at \$2,767,115.

As a result of the COVID-19 Pandemic, public agencies, contractors, and suppliers are all experiencing shortages of materials and long lead times on critical items, such as ductile iron pipe, pipe fittings, and other water system accessories. Staff anticipated starting construction on this project in late May with completion in October; however, given the current supply chain problems, mainline pipe laying activities likely will not

begin until August and the project will not be completed until December. Staff will work closely with the Fury team to manage the project timeline and work schedule.

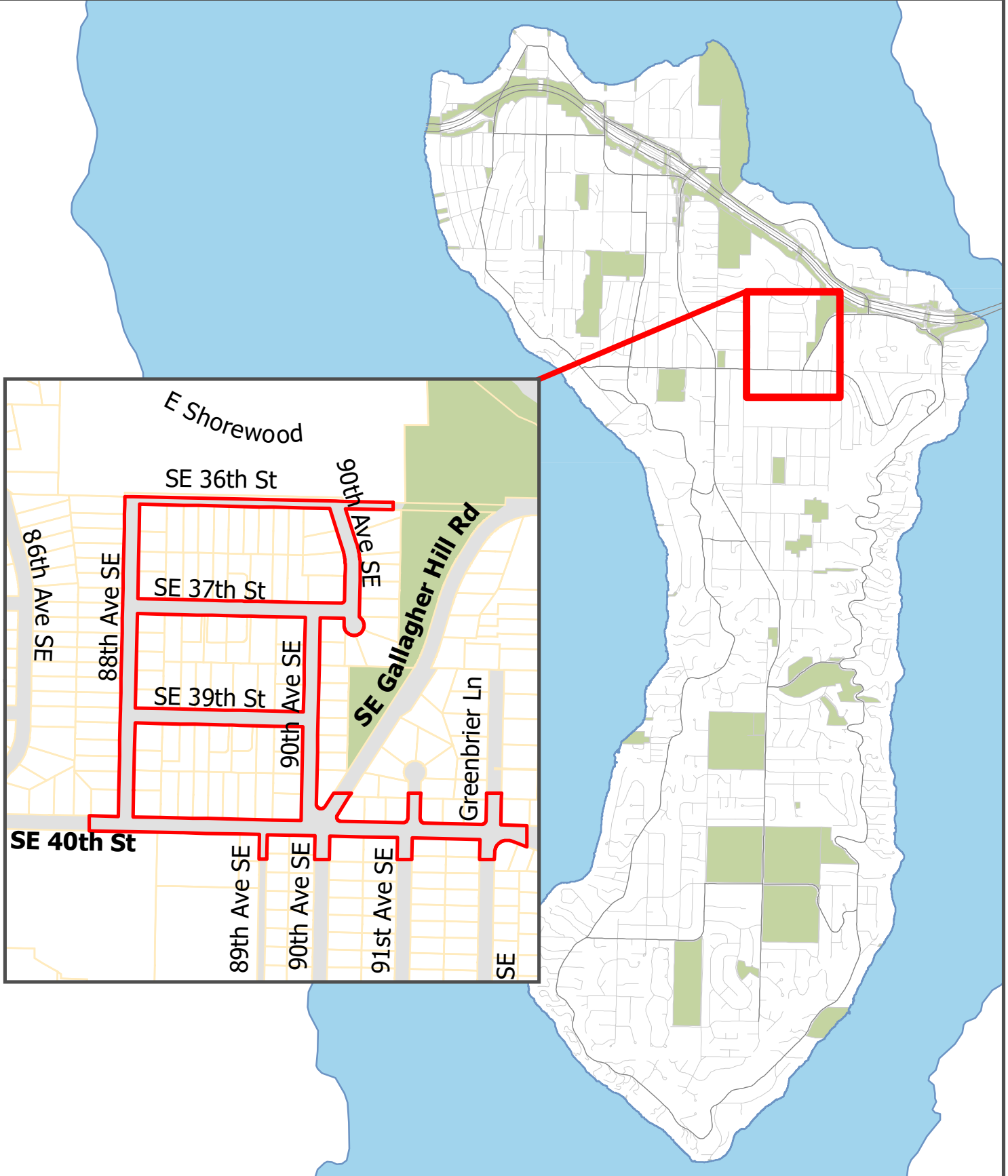
Work on SE 40th Street near Northwood Elementary will be performed primarily in July and August, to avoid school traffic. Construction notifications will be provided to residents after the bid award and prior to the start of construction.

RECOMMENDED ACTION

1. Award the 2022 Water System Improvements (Madrona Crest East) project to Fury Site Works, Inc.
2. Authorize the City Manager to execute a contract with Fury Site Works, Inc. in an amount of \$1,864,262.
3. Set the total project budget at \$2,767,115.

2022 Water System Improvements Project Area Madrona Crest East

Item 4.





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

**AB 6058
April 19, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6058: Earth Day Proclamation (No. 288)	<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:	Proclaim April 22, 2022 as Earth Day in the City of Mercer Island.	

DEPARTMENT:	City Council
STAFF:	Salim Nice, Mayor Ross Freeman, Sustainability Analyst
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Proclamation No. 288
CITY COUNCIL PRIORITY:	1. Prepare for the impacts of growth and change with a continued consideration on environmental sustainability.

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

EXECUTIVE SUMMARY

This agenda bill is to proclaim April 22, 2022 as Earth Day in Mercer Island.

BACKGROUND

The Earth Day Proclamation (Exhibit 1) recognizes this annual occasion and seeks to inspire community action to protect our planet and the local environment. Fifty-two years ago, Earth Day was launched in the USA with 20 million nationwide participants peacefully demonstrating for a healthy and sustainable environment. April 22nd, 1970 is considered by many as the beginning of the modern environmental movement, and it sparked landmark legislation to protect air, water, and endangered species. It also catalyzed the creation of the federal Environmental Protection Agency (EPA) and laid the groundwork for other environmental legislation. See: www.earthday.org/earth-day-2022.

Five decades later, Earth Day has evolved into a global movement and more than one billion people around the planet take part in local events to voice their concerns or take action. The movement focuses on elevating science, promoting action and volunteerism on behalf of the environment, and expanding environmental education. The theme for 2022, *Invest in Our Planet*, is intended to promote both a prosperous and sustainable future, through acting boldly, innovating broadly, and implementing equitably.

ISSUE/DISCUSSION

While Earth Day emphasizes the collective power of many individual actions, and the impact of private sector innovation, there is also an important role for cities to play, given their unique position on the very frontlines of climate change. Cities around the world are leading the way by developing innovative plans – through legislation, policies, strategies, pilot projects, outreach, and education campaigns – to drive climate action and build resilience through the civic process.

NEXT STEPS

The City of Mercer Island began this critical work 15 years ago by adding sustainability language to its Comprehensive Plan to reflect a deeper understanding of global climate change, and today is working on its first **Climate Action Plan** to strategically organize current and future greenhouse gas reduction initiatives. Many other significant projects and policies have been implemented, some of which are summarized on the City's sustainability milestones page: www.mercerisland.gov/sustainability-milestones

RECOMMENDED ACTION

Proclaim April 22, 2022, as Earth Day in the City of Mercer Island and encourage local action in the protection of the environment.



City of Mercer Island, Washington

Proclamation

WHEREAS, the first Earth Day was organized on April 22, 1970 to increase awareness of our planet’s fragile ecosystems and educate people on responsible environmental stewardship; and

WHEREAS, that same year, Mercer Island voters approved \$5 million in park acquisitions and improvements to preserve healthy habitats and has the City continued to support sustainability efforts by:

- Adding sustainability language to its Comprehensive Plan in 2006 to reflect a deeper understanding of global climate change.
- In 2007, committing to reducing its greenhouse gas emissions 80% by 2050, in alignment with King County targets.
- Pursuing various energy efficiency and lighting upgrades, lowered its fuel usage, purchased electric vehicles, and overseen two community-wide solar installation campaigns.
- In 2013, Mercer Island was honored by the U.S. Environmental Protection Agency as the national Green Power Community of the Year.
- In 2016, requiring that Town Center commercial developments meet at least LEED Gold or Built Green 4-Star sustainable construction standards.
- In 2018, receiving the SolSmart Gold designation from the Department of Energy for facilitating solar adoption and encouraging the addition of 116 solar arrays.

WHEREAS, starting in 2020, 100% of government operations are powered by clean renewable energy from a new 38-turbine windfarm in Western Washington; and

WHEREAS, Mercer Island continues to be an active supporter and advocate for state and county-level greenhouse gas reductions through the King County-Cities Climate Collaboration; and

WHEREAS, the City has embarked on its first-ever Climate Action Plan, due in December 2022; and

WHEREAS, Earth Day offers an opportunity to recommit to building a flourishing sustainable and equitable community for all, both now and in the future.

NOW, THEREFORE, I, Salim Nice, Mayor of the City of Mercer Island, do hereby proclaim April 22, 2022 as

EARTH DAY

in the City of Mercer Island and encourage all residents and businesses to be responsible stewards of our Island, the climate, and our planet.

APPROVED this 19th day of April 2022.

Mayor Salim Nice



Proclamation No. 288



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

**AB 6051
April 19, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6051: Public Works Department Staffing Requests	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Authorize hire-ahead for the Utilities Engineer position and authorize an increase of 0.5 FTE for the Stormwater Quality Technician position.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations/Public Works Director Patrick Yamashita, Deputy Public Works Director/City Engineer Alaine Sommargren, Deputy Public Works Director
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	1. Prepare for the impacts of growth and change with a continued consideration on environmental sustainability.

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to seek authorization from the City Council to hire-ahead for the Utilities Engineer position and an increase of 0.5 FTE for the Stormwater Quality Technician position.

- Providing adequate staffing to meet Public Works project and regulatory needs is vital to the successful implementation of the department’s work plan.
- The Utilities Engineer is retiring within the next twelve months. Authorizing the hiring of a replacement (“hire-ahead”) is part of prudent succession planning and will allow for a smooth transition and transfer of knowledge.
- New responsibilities of the City’s National Pollution Discharge Elimination System (NPDES) Stormwater permit for the Stormwater Quality Technician position exceed the capacity of the current 0.5 FTE status and an increase of 0.5 FTE to 1.0 FTE is needed.

BACKGROUND

STAFFING NEEDS

When key staff retire, there is an unfortunate loss of institutional knowledge and experience for the organization. Such loss affects productivity, delays priority projects, and requires new staff to “figure it out.”

Staff proposes a proactive approach to address this challenge with the impending retirement of the Water Utilities Engineer.

The current Stormwater Quality Technician position is 0.5 FTE, originally approved by Council in May 2019. The position is accountable for day-to-day compliance with the City's National Pollution Discharge Elimination System (NPDES) Stormwater permit and the more technical components of the Stormwater Utility. For the last three years, this position has been combined with the 0.5 FTE Right-of-Way Arborist position. With new regulatory requirements and increased focus on the importance of the City's Stormwater Utility, the work associated with the Stormwater Quality Technician position has exceeded the capacity of a 0.5 FTE, and staff recommend that the position be increased to a 1.0 FTE.

ISSUE/DISCUSSION

UTILITIES ENGINEER

The Public Works Department's engineering team is undergoing a succession planning effort in anticipation of several senior staff approaching retirement in the next five years after 20 to 35 years of service. The Water Utilities Engineer, project manager for most of the City's water system improvements over the past 20 years will be retiring within the next 12 months. Her experience and knowledge of the water system is extensive and invaluable.

Staff experienced the loss of extensive sewer and transportation institutional knowledge with the retirement of the Assistant City Engineer at the beginning of the pandemic and the institutional knowledge developed over her 20-year career was lost upon her retirement. This created a gap in knowledge and experience that was hard to fill immediately.

Staff proposes an intentional succession planning effort to provide smooth and beneficial transitions on the Public Works engineering team as key staff approach retirement. Staff is requesting Council approval to hire a new Utilities Engineer ("hire ahead") in anticipation of the current engineer's impending retirement to create an opportunity for a transition and transfer of knowledge prior to retirement. This is a model that would be proposed for future similar retirements.

Public Works has been recruiting to fill vacant engineering positions over the past two years. It has been a job-seeker's market with more demand for engineering positions than qualified candidates. The demand is strong in both the public and private sectors. In many cases, it takes several recruitments to fill one position. This has been true for the CIP Project Manager, Development Engineer, and other positions. Public Works staff have collaborated with Human Resources staff to pursue additional strategies to increase the success of recruitments – target recruitments, improve appearance and content of recruitments to pique interest, increase use of social media, peer to peer outreach. When viable candidates are identified, they are interviewed immediately before they accept other job offers. This is the approach staff intends to take when recruiting for the hire-ahead position.

STORMWATER QUALITY TECHNICIAN

Currently, the Stormwater Quality Technician's primary responsibilities include implementing the regulatory requirements set forth in the City's National Pollutant Discharge Elimination System (NPDES) permit issued by the Washington State Department of Ecology and inspecting and monitoring the stormwater utility infrastructure. This position also prepares and submits the annual NPDES report, facilitates the City's

interdepartmental Stormwater Working Group, and assists with investigation, documentation and reporting for illicit discharge events and cross connection issues that affect the City's stormwater system.

Beginning in 2022, the Department of Ecology is requiring several new programs as part of the NPDES permit process: developing a Stormwater Management Action Plan, creating a comprehensive inventory of watersheds and receiving waters, updating the City's stormwater maintenance standards, and creating enforceable measures for source and runoff controls, among others. The NPDES permit also requires the City to implement a behavior-change public outreach campaign for its residents, aimed at measurably improving stormwater quality in 2023. The Stormwater Quality Technician would work closely with field crews to ensure that the City is integrating improvements and efficiencies into daily work, increase inspection and investigation capacity, implement new programs for stormwater quality across City disciplines, and serve as the primary contact for stormwater regulatory agencies.

The additional NPDES requirements, in combination with the expanded stormwater management duties, will require more dedicated work than can be accomplished by the current 0.5 FTE position. Staff recommend that this position be increased to a 1.0 FTE.

FINANCIAL IMPACT

Funding for the Utilities Engineer hire-ahead will come from existing salary savings in the Water Fund and from water system capital improvement project budgets. Expected salary and benefit costs for seven months of a Utilities Engineer position are \$75,000. The salary savings in the Water Fund is due to a still vacant CIP Project Manager position.

The 0.5 FTE increase to the Stormwater Quality Technician position would be covered by budget for stormwater management in the Stormwater Fund. Expected salary and benefit costs for the 0.5 Stormwater Quality Technician FTE increase for the remainder of 2022 are \$27,000 (2021 dollars). The work performed by this position will assume some stormwater tasks that are currently contracted, offsetting a portion of the increased salary costs.

NEXT STEPS

If approved, staff will proceed with the recruitment processes for the Stormwater Quality Technician and Utilities Engineer hire-ahead. Both positions will be included in the proposed 2023-2024 operating budget.

RECOMMENDED ACTION

1. Authorize a hire-ahead (1.0 LTE) for the Utilities Engineer position using capital improvement project funding and existing salary savings.
2. Authorize a 0.5 FTE increase for the Stormwater Quality Technician position to 1.0 FTE.



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

**AB 6064
April 19, 2022
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6064: Review and Approve the Draft 2023-2024 City Council Priorities	<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 2023-2024 City Council Priorities.	

DEPARTMENT:	City Manager
STAFF:	Jessi Bon, City Manager Ali Spietz, Chief of Administration
COUNCIL LIAISON:	n/a
EXHIBITS:	n/a
CITY COUNCIL PRIORITY:	n/a

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

EXECUTIVE SUMMARY

This agenda bill to set the 2023-2024 City Council Priorities which will guide budget planning and decision-making for the next biennium.

BACKGROUND

On Saturday, March 26, 2022, the City Council held its annual Planning Session and discussed the priorities for the 2023-2024 biennium ([AB 6043](#)). Councilmembers were encouraged to submit suggestions for 2023-2024 priorities in advance of the Planning Session and the suggestions were compiled as an Exhibit to AB 6043.

ISSUE/DISCUSSION

At the Planning Session, Mayor Nice presented a draft set of priorities based on common themes submitted by Councilmembers. This served as a starting point for Council discussion. During the discussion, Councilmembers expanded on their suggestions, proposed edits and additional priorities and edits, and combined similar priorities. The initial priorities were also restructured to include a preamble describing the overarching goals of the City.

The draft priorities for the City Council’s review are as follows:

2023-2024 City Council Priorities

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

In the 2023-2024 biennium, we will continue to restore city services with fiscal sustainability while focusing on the government's effectiveness and efficiency, and the following priorities:

- 1. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas.*
- 2. Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow.*
- 3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.*
- 4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.*

There was consensus from the Council to bring the draft priorities back to the Council at a future meeting for review and approval. At Tuesday's meeting, staff are seeking the Council's approval of or proposed edits to the draft 2023-2024 City Council Priorities.

NEXT STEPS

Once the 2023-2024 City Council Priorities have been adopted, they will be incorporated into the 2023-2024 budget as the guiding principles for planning and decision-making for the next biennium.

RECOMMENDED ACTION

Adopt the 2023-2024 City Council Priorities.



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6065
April 19, 2022
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6065: Financial Status Update: FY 2021 Year-End and Budget Amending Ordinance	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
RECOMMENDED ACTION:	Receive the FY 2021 Year-end Financial Status Update and adopt Ordinance No. 22-04, amending the 2021-2022 Biennial Budget.	

DEPARTMENT:	Finance
STAFF:	Matt Mornick, Finance Director LaJuan Tuttle, Deputy Finance Director Ben Schumacher, Financial Analyst
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Financial Status Update – FY 2021 Year-End 2. Ordinance No. 22-04 2021-2022 Budget Amendments
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to provide the City Council with the fiscal year (FY) 2021 Year-End Financial Status Update, which includes year-end fund balances.

- The Fund Balance in the City’s General Fund at the end of FY 2021 is \$11.6 M. Of this amount, \$7.6 M is committed because of prior City Council actions, including restricted uses and appropriations for one-time strategic investments in 2021-2022.
- The remaining available unassigned General Fund balance is \$4.0 M, due to Federal funding via the American Rescue Plan Act (ARPA) providing one-time support to City finances, better than anticipated general Sales Tax revenues, Business and Occupation (B&O) Tax revenues, Licensing, Permitting, and Zoning fees and savings from departmental budgets.

This agenda bill provides context for how the FY 2021 General Fund year-end surplus came to be. Detailed analysis across all Funds is provided in Exhibit 1, the FY 2021 Year-End Financial Status Update. Budget Amending Ordinance No. 22-04 (Exhibit 2) outlines changes the City Council has approved to the 2021-2022 biennial budget since 12/1/2021.

ISSUE/DISCUSSION

Financial Status Update: FY 2021 Year in Review

The Financial Status Update (Exhibit 1) includes revenue and expenditure actuals from January 1 through December 31, 2021. The budget reflected in the update includes budget amendments adopted by ordinance through December 2021.

In November 2021, staff presented the City Council with a third quarter Financial Status Update for FY 2021 (see [AB 5975](#)) along with a Revenue Forecast (see [AB 5953](#)) for the remainder of the FY 2021-2022 biennium. At the time, staff projected General Fund revenue would exceed FY 2021 budget estimates by year-end due to Sales Tax, License, Permitting, and Zoning fees, and Business and Occupation (B&O) taxes performing above revenue projections from January through July 2021.

General Fund Balance

The November 2021 Revenue Forecast correctly projected higher-than-expected revenue trends through the end of FY 2021. Overall, the Fund Balance in the General Fund at the end of FY 2021 amounted to \$11.7 M (table 1). Of this, \$7.6 M is reserved because of prior City Council actions. This includes nearly \$1 M in restricted uses, almost \$3.0 M in committed uses, and \$3.5 M that has been assigned by the City Council for one-time strategic investments and expenditure carryovers from FY 2021.

The remaining surplus of \$4.0 M unassigned Fund balance represents the year-end surplus in the General Fund. This surplus is due to the offsetting use of ARPA dollars, better than anticipated general Sales Tax revenues, Business and Occupation (B&O) Tax revenues, Licensing, Permitting, and Zoning fees and savings from departmental expenditure budgets.

During the 2021-2022 biennial budget process, the City Council offset the \$1.0 M anticipated shortfall in Thrift Shop revenues with available General Fund balance. This one-time contribution to the Youth & Family Services (YFS) Fund bridged YFS services during the Thrift Shop's Restart and Rebuild process in response to the ongoing the COVID-19 pandemic ("Pandemic").

This past fall during the mid-biennial budget process, the City Council authorized use of the more restricted ARPA funds in place of the less restrictive General Fund surplus dollars to bridge the YFS Fund through the end of the current biennium. The City's finances were bolstered by this immediate use of a portion of the City's ARPA funds. In general, this kind of use of ARPA funds has positioned the City to address important priorities in the time that it will take City revenues impacted by the Pandemic to recover.

GENERAL FUND - FUND BALANCE COMPONENTS (\$ in thousands)	YEAR-END 2021
RESERVED	
NON-SPENDABLE	
Petty cash	\$2
Inventory of supplies	121
RESTRICTED	
Law Enforcement and Criminal Justice restricted	82
DSG technology fee reserve	120
Customer deposits	201
Deferred development fee revenue	567
COMMITTED	
Deferred MICEC facility rental revenue	22
Compensated absences reserve	751
LEOFF I long-term care reserve	2,215
ASSIGNED	
Emerging Innovations Reserve (EIR)	0
Expenditure carryovers to 2022 budget	1,135
Budgeted fund balance-2022 budget	2,438
RESERVED SUBTOTAL	\$7,653
UNASSIGNED - AVAILABLE BALANCE	\$4,009
TOTAL FUND BALANCE	\$11,662

Table 1.

General Fund Revenues

Property tax performed as expected. General Sales Tax and Business and Occupation Tax (B&O) performed better than anticipated. At year-end, the City received nearly \$5.3 M in General Sales Tax, exceeding the November Forecast by \$600,000.

The November Forecast was based on revenue actuals from January thru July 2021, the City's overall financial position, and regional and statewide socioeconomic activity at that point in time. Sales tax revenues began the year somewhat sluggish in the construction and food services, sectors that were down from the same period in FY 2020. However, total revenues were buoyed by gains in the retail and wholesale trade and administrative and support services sectors.

With supply chain issues and federal stimulus money to households coming to an end in the final six months of the year, staff anticipated sales activity in the construction, retail, and wholesale trade sectors to slow but still end the year above FY 2020 totals. No such slowdown occurred.

The regional economy continued with strong growth and performed much better in the last six months of 2021 than expected. From July through December, the City generated \$2.7 M in General Sales Tax, \$200,000 more than the same period in 2019. All business sectors surpassed FY 2020 revenue totals except for telecommunications, which was 2% below 2020 figures.

Strong growth during the middle of the year was also apparent at year-end in business license and B&O tax revenues. Although local businesses continued to be impacted by the ongoing Pandemic, business license and B&O tax revenues grew, exceeding amended budget estimates by nearly \$260,000. Since the City transitioned to the State Department of Revenue Business Licensing Service (BLS), the number of Mercer Island business licenses has grown, which in turn is resulting in increased revenues in both business licensing and B&O taxes.

On January 1, 2021, the Community Planning & Development department applied an updated fee schedule ([AB 5781](#)) to their development and construction permitting services and a better system for employee time-tracking. The result is more accurately charging for permit-related services. Staff also caught up on a backlog of work and processed a higher-than-normal volume of permits. This coupled with an increase in the number of permits issued throughout the year has resulted in revenues exceeding budget estimates by \$500,000.

General Fund Expenditures

At the end of FY 2021, General Fund expenditures were \$2.1 M underbudget. Of this amount, over \$1.1 M is salary and benefit savings due to unfilled vacant positions and \$0.6 M from unspent contractual services budget. These savings reflect the difficulty the City has experienced with hiring both skilled professional staff and contractors to complete project work in the 2021-2022 work plan.

Other Fund Revenues

Real Estate Excise Tax (REET) is the primary revenue source for both the Steet Fund and Capital Improvement Fund. It is currently split into two revenue streams – REET-1 and REET-2 – each with restricted uses per State law.

The real estate market continues to boom on Mercer Island and throughout the Puget Sound region. Total REET revenues for 2021 were \$7.7 million, exceeding November Forecast expectations by over \$2.2 million. This revenue source is subject to fluctuations in the housing market and is historically volatile. The higher-than-expected returns can be attributed to a historically high amount of property sales, more sales of

properties greater than \$5.0 M (deemed extraordinary sales) than anticipated, and two sales of commercial properties that resulted in a \$1.8 M revenue.

These significant one-time revenues come at a notable time. The City is embarking on one of the most robust capital programs in City history. These unique resources will support the 2023-2028 Capital Improvement Program (CIP). Staff will work with the City Council to determine best use of these funds to repair and maintain the aging infrastructure on the Island during the biennial budget workshops this fall.

Uses of FY 2021 Year-End Surplus

By its nature, the \$4.0 M General Fund year-end surplus is a one-time resource. As outlined above, this is not an unanticipated windfall. The 2021 year-end surplus is the collective result of the difficult, yet strategic decisions made by City leadership over the past two years to steward the public’s resources, protect public services, and preserve the City’s financial position through the Pandemic.

During the biennial budget workshops this fall, the City Council will receive a Revenue Forecast for all Funds, the FY2023-2024 preliminary budget, and the opportunity to determine best uses of the General Fund surplus. Newly adopted Financial Management Policies (see Section Six of [Resolution No. 1602](#)) provide guidance on how to strategically use Fund balances. Examples include replenishing operating reserves to target levels, buffering against economic pressures such as the current pace of inflation, addressing short-term goals like electrification of the City’s fleet and long-term risks such as a correction to the real estate market activity.

Staff will present the City Council with a list of budget proposals, informed by the City Council March 2022 Planning Session and input received between now and early October. Budget proposals represent a variety of projects and programs for City Council consideration to incorporate into the 2023-2024 biennial budget, with detailed cost estimates and trade-offs. Many of the budget proposals entail use of the one-time funds that may require the General Fund Balance 2021 year-end surplus.

FY 2021 Carryover Requests

Carryovers – also referred to as carry-forwards – relate to uncompleted projects, programs, contracts, or purchases that were authorized but not spent in the first year of the 2021-2022 biennial budget. Within a biennium, the funding and the expenditure authority are automatically “carried over” to the second year of the 2021-2022 budget. Funding for carryovers primarily comes from recognizing internal resources such as cash and external resources such as grants that were obligated but not spent in the first year of the two-year budget.

A list of the operating carry-forward requests is included in table 2, totaling \$1.1 M in the General Fund. An additional \$10.6 M in capital project funding across other Funds will also be available in FY 2022, for a total of \$11.8 M in carryover needs.

GENERAL FUND (\$ in thousands)	AMOUNT
Operating Carry-Forwards	
Outside Legal - Sound Transit	\$ 314
Election Costs	96
Fire MIH Levy funding	108
Software implementation costs	141
Professional services	436
Parking study transfer to Street Fund	40
TOTAL	\$ 1,135

Table 2.

RECOMMENDED ACTION

Adopt Ordinance No. 22-04, amending the 2021-2022 Biennial Budget.

INTRODUCTION

The Financial Status Update provides a budget to actual comparison of revenues and expenditures for the General Fund and all other Funds from January through December 2021.

This report is comprised of the following four sections:

- General Fund
- Utility Funds
- All Other Funds
- Budget Adjustment Summary

It should be noted that, where significant, revenues are recognized when earned, regardless of when cash is received, and expenditures are recognized when a liability has been incurred or when resources have been transferred to another Fund. Beginning Fund Balance represents net excess resources from a prior year that have been appropriated to Fund budgeted expenditures in the current year.

APRIL 19, 2022

FINANCIAL STATUS UPDATE

AS OF DECEMBER 31, 2021

2021 General Fund

Adopted Revenue Budget

\$31.0 million

Amended Revenue Budget

\$33.4 million

Revenue Actuals

as of December 31,
*\$32.6 million (97.6% of
amended budget)*

Adopted Expenditure Budget

\$30.5 million

Amended Expenditure Budget

\$33.5 million

Expenditure Actuals

as of December 31,
*\$31.3 million (93.6% of
amended budget)*

Contingency Fund Balance

\$3.8 million

GENERAL FUND

Revenues

Overall, General Fund revenues met expectations at the end of the year despite the ongoing COVID-19 Pandemic (Pandemic). The 2021 amended revenue budget is included in the table below along with year-to-date (YTD) actuals, and YTD actuals as a percentage of the amended budget. Prior YTD actuals are presented for comparative purposes.

The budget and actual amounts are for all twelve months of the year, through the end of December. Additional detail regarding primary General Fund revenues and material variances from the original budget is discussed in the narrative below.

GENERAL FUND: Revenues

As of December 31, 2021

Revenue Category	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/2020	YTD 12/31/2021	YTD Revenue as % of Amended Budget
Property Tax	\$ 12,982,811	\$ 12,982,811	\$ 12,766,138	\$12,916,753	99.5%
Sales Tax - General	4,116,770	4,116,770	4,655,523	5,274,525	128.1%
Sales Tax - Criminal Justice	674,900	674,900	702,294	825,202	122.3%
Utility Taxes	4,734,540	4,734,540	4,136,588	4,828,026	102.0%
B&O Taxes	508,600	508,600	792,789	766,667	150.7%
Shared Revenues	1,181,024	1,233,194	2,587,529	1,436,450	116.5%
Cost Allocation-Overhead	792,835	792,835	668,915	905,984	114.3%
EMS Revenues	1,575,537	1,575,537	1,385,298	1,458,172	92.6%
Parks & Recreation	163,400	163,400	359,549	388,760	237.9%
License, Permit & Zoning	2,800,750	2,859,423	2,732,117	3,349,014	117.1%
Municipal Court	262,600	262,600	179,057	192,701	73.4%
Miscellaneous Revenue	218,200	218,200	1,866,105	275,964	126.5%
Interest Earnings	24,600	24,600	18,461	4,850	19.7%
Interfund Transfers	50,000	50,000	189,605	50,000	N/A
Total Revenues	\$ 30,086,567	\$ 30,197,410	\$ 33,039,969	\$32,673,068	108.2%
Beginning Fund Balance	925,214	3,546,389	0	0	0.0%
Total Resources	\$ 31,011,781	\$ 33,743,799	\$ 33,039,969	\$ 32,673,068	96.8%

Property Tax is at 99.5 percent of the budget at the end of the year. This aligns with expectations and reflects the annual timing of property tax payments to the City which typically occur in April and October.

General Sales Tax is 128.1 percent of the adopted budget at the end of December. Because of the delay in receiving Sales Tax from the State, tax revenue is recognized one month later than it is collected (i.e., December Sales Tax revenue numbers represent November sales). Sales Tax revenue is performing above budget expectations primarily due to higher-than-expected returns across all business sectors. Most of

these higher than anticipated returns are due to an increase of potential online sales as well as new construction.

Construction has historically been the largest component of Sales Tax revenue and has retaken its place as the majority of total revenues, with Retail & Wholesale Trade just behind. Both sectors are performing much higher than the prior year. The following table compares Sales Tax revenue by business sector through December for 2020 and 2021.

2020-2021 General Sales Tax Revenue by Business Sector (in thousands)						
Business Sector	Year to Date 12/31/2020	Year to Date 12/31/2021	Increase / (Decrease)	% of Total		
				2020	2021	Sector Totals Change
Construction	\$1,592	\$1,791	\$199	34.2%	34.0%	-0.2%
Retail & Wholesale Trade	\$1,574	\$1,763	\$188	33.8%	33.4%	-0.4%
Admin & Support Services	\$416	\$483	\$67	8.9%	9.2%	0.2%
All Other Sectors	\$394	\$487	\$93	8.5%	9.2%	0.8%
Food Services	\$194	\$229	\$35	4.2%	4.3%	0.2%
Finance/Insurance/Real Estate	\$177	\$200	\$24	3.8%	3.8%	0.0%
Professional, Scientific & Tech	\$173	\$187	\$14	3.7%	3.5%	-0.2%
Telecommunications	\$136	\$134	(\$2)	2.9%	2.5%	-0.4%
Total	\$4,656	\$5,275	\$619	100.0%	100.0%	

Criminal Justice Sales Tax is 122.3 percent of the adopted budget at the end of December. This revenue consists of a 0.1 percent sales tax imposed by King County that is shared amongst cities in the county on a per capita (population) basis. It is closely tied to county wide taxable sales numbers. According to King County’s Office of Economic and Financial Analysis, taxable sales recovered significantly in 2021 and are expected to stay strong into 2022.

Business & Occupation (B&O) Tax is 150.7 percent of budget at the end of the year. This revenue continues to be impacted by the Pandemic, ending the year \$26 thousand lower than total revenues in the prior year. Staff expects this revenue line to continue its recovery to pre-Pandemic levels in 2022.

Shared Revenues are 116.5 percent of budget at the end of December. Major revenue sources include State shared taxes; hazardous waste grants; the I-90 corridor landscape maintenance revenue from the Washington State Department of Transportation; vessel registration fees received from the state through King County; the marine patrol services contract revenue from the City of Renton; and financial support for the School Resource Officer received from the Mercer Island School District. The higher than anticipated returns can be attributed in part to high returns on state shared taxes such as Marijuana Excise Tax and Liquor Excise Tax. These two revenue components were a combined \$48 thousand above budget estimates.

Parks and Recreation revenues are 237.9 percent of budget at the end of December. Revenue sources include limited field rentals, boat launch fees, and rent payments from the annex building outside the Mercer Island Community and Event Center (MICEC). Staff has presented to Council an implementation strategy to restart limited Recreation services that were canceled in 2020 due to the onset of the Pandemic, which was passed as part of Ordinance No. 21-11. Staff is continuing the process of rehiring to

implement the approved Reset Strategy with careful attention to the evolving Pandemic. The limited restart of Recreation services has resulted in higher-than-expected revenues, especially from field rentals which ended the year \$75 thousand above budget estimates.

License, Permit, and Zoning Fees are 117.1 percent of budget at the end of the year. This revenue category consists of fees related to development services, business licenses, and a cable franchise. This revenue stream is performing well due to improved administration of development services, an updated fee schedule, and a higher-than-normal volume of permits.

Municipal Court revenues are 73.4 percent of budget through the end of December. Revenues in this category have improved over the prior year but continue to fall short of budget expectations due, in part, to a lag in payments from people who lost their job in the first year of the Pandemic and were unable to pay. In addition, case filings have been historically low since the onset of the Pandemic and slow to recover to pre-Pandemic levels.

Miscellaneous Revenue is at 126.5 percent of the budget at the end of the year. This is primarily due to underestimating revenues from the City's various site leases for public cell towers. Staff has identified this in the revenue forecast and adjusted the expected revenues from site leases accordingly going into 2022 as part of the mid-biennial budget review process.

Interest Earnings are budgeted in the General Fund as an estimate of earnings tied to the balance of the reserve for LEOFF 1 long term care. The City's idle cash resources are invested in the State Treasury Local Government Investment Pool. Per current budget policy, interest earnings are distributed to the various Funds based on their relative cash balances at the end of each quarter. Across all Funds, interest earnings are experiencing a decline compared to 2020.

All other revenues are within expectations through the end of December.

Expenditures

Overall, General Fund expenditures are well within budget estimates at the end of the year. The table below lists the 2021 amended expenditure budget, year-to-date actuals, and year-to-date actuals as a percentage of the amended budget. Prior year actuals are presented for comparative purposes.

The budget and actual amounts are through all twelve months of the year, through the end of December. Additional detail of material variances from the adopted budget are discussed in the narrative below.

GENERAL FUND: Expenditures

As of December 31, 2021

General Fund Department	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/2020	YTD 12/31/2021	YTD Expense as % of Amended Budget
Administrative Services	\$ 478,523	\$ 478,523	N/A	\$ 428,000	89.4%
City Attorney's Office	743,450	2,283,537	945,994	1,937,804	84.9%
City Council	47,375	52,375	73,916	54,376	103.8%
City Manager's Office	963,104	963,104	922,130	845,748	87.8%
Community Planning & Development	2,744,975	2,815,867	2,947,488	2,666,167	94.7%
Finance	944,767	944,767	819,987	855,817	90.6%
Fire	6,988,873	6,982,873	6,644,601	7,013,850	100.4%
Human Resources	747,009	769,295	615,460	718,072	93.3%
Information & Geographic Services	157,849	157,849	135,506	143,924	91.2%
Municipal Court	473,078	473,078	427,504	442,849	93.6%
Non-Departmental	1,882,759	2,313,089	3,380,826	2,087,440	90.2%
Parks & Recreation	727,553	1,265,003	3,112,173	1,125,937	89.0%
Police	7,382,410	7,510,555	7,171,344	7,292,406	97.1%
Public Works	4,885,973	4,985,973	1,473,118	4,455,753	89.4%
Total Expenditures	\$ 29,167,698	\$ 31,995,888	\$ 28,670,047	\$ 30,068,144	94.0%
Interfund Transfers	1,365,787	1,525,787	470,921	1,311,883	86.0%
Total Expenditures + Interfund Transfers	\$ 30,533,485	\$ 33,521,675	\$ 29,140,967	\$ 31,380,026	93.6%

In reviewing expenditures by department, the following are noteworthy:

City Attorney's Office has expended 84.9 percent of budget at the end of December. The City Attorney budget for 2021 includes \$1.2 million in funding (part of Ordinance No. 20C-20) for Sound Transit litigation of which 75 percent has been expended to date. Regular operating expenditures in the City Attorney's office are at 96.9 percent of budget at the end of December.

City Council expenditures ended the year at 103.8 percent of budget. Higher than anticipated professional service costs relating to maintaining remote City Council meetings were the cause of the slight overage.

All other expenditures are meeting expectations through the end of December.

Fund Balance

The General Fund's 2021 year-end unassigned available fund balance amounts to \$4.0 million. It represents the working capital (i.e., current assets less current liabilities) in the fund and consists of the following restricted and unrestricted amounts.

12/31/2021	Amount
Non-spendable Fund Balance	
Petty cash	1,500
Inventory of supplies	120,857
Restricted Fund Balance	
JAG reserve	0
Law Enforcement and Criminal Justice funding	81,793
DSG technology fee reserve	120,094
Customer deposits	200,897
Deferred development fee revenue	566,884
Committed Fund Balance	
Deferred MICEC facility rental revenue	21,757
Compensated absences reserve	751,055
LEOFF I long-term care reserve	2,215,326
Assigned Fund Balance	
Emerging Innovations Reserve (EIR)	0
Expenditure carryovers to 2022 budget	1,134,909
Budgeted fund balance-2022 budget	2,438,184
Subtotal (reserved)	7,653,255
Unassigned - Available balance	4,009,143
Total Fund Balance	11,662,398

The 2021 available fund balance surplus in the General Fund can be attributed in part to:

- General sales tax surplus and license, permit, and zoning fees surplus above the amended budget and revised forecast projections.
- Salary and benefit expenditure savings of \$1.2 million across all departments.

UTILITY FUNDS

At the end of December, all three utility Funds are within expectations for operating revenues and expenditures.

Revenues

The table below lists the 2021 adopted revenue budget, January through December actuals, and a percentage of budget received. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of December. Additional detail of major variances is discussed in the narrative following the table.

UTILITY FUNDS: Revenues

As of December 31, 2021

Revenue Category	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/20	YTD 12/31/21	YTD Revenue as % of Adopted Budget
Operating Revenues					
Water Utility	\$ 8,735,800	\$ 8,735,800	\$ 9,626,701	\$ 10,007,267	114.6%
Sewer Utility	10,478,100	10,478,100	10,171,564	10,611,909	101.3%
Storm Water Utility	2,216,300	2,261,720	2,107,568	2,236,579	100.9%
Interest Earnings					
Water Utility	156,100	156,100	119,194	21,120	13.5%
Sewer Utility	63,000	63,000	41,279	10,541	16.7%
Storm Water Utility	45,100	45,100	36,299	5,079	11.3%
Total Revenues	\$ 21,694,400	\$ 21,739,820	\$ 22,102,604	\$ 22,892,496	105.5%

Sewer and Storm Water Utility operating revenues are within expectations. Water Utility operating revenues are above expectations as a result of higher-than-expected water use due in part to the extreme temperatures observed during the summertime months. Adopted rate increases that became effective January 1, 2021, result in dollar increases as compared to 2020 revenues for the same period.

Interest earnings for the Water, Sewer, and Storm Water Utility Funds are well below expected budget numbers. The local government investment pool saw a steady decline in yields through 2020 which has continued throughout 2021.

Expenditures

The table below lists the 2021 adopted expenditure budget by Utility Fund and category, year to date actuals, and a percentage of budget spent. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of December. Additional detail of major variances is discussed following the table.

UTILITY FUNDS: Expenditures

As of December 31, 2021

Category	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/20	YTD 12/31/21	YTD Expense as % of Adopted Budget
Operating Expenditures					
Water Utility	\$ 5,929,827	\$ 5,929,827	\$ 5,775,033	\$ 5,427,902	91.5%
Sewer Utility	7,686,517	7,686,517	7,998,399	7,186,647	93.5%
Storm Water Utility	1,684,308	1,729,728	1,308,578	1,668,525	99.1%
Capital Projects					
Water Utility	6,277,671	7,019,631	1,647,854	2,702,585	43.1%
Sewer Utility	2,216,440	2,265,749	961,181	764,592	34.5%
Storm Water Utility	1,072,272	1,072,272	704,405	703,936	65.6%
Debt Service					
Water Utility	109,875	109,875	105,920	106,969	97.4%
Sewer Utility	1,047,070	1,047,070	1,031,875	1,028,343	98.2%
Storm Water Utility	-	-	-	-	N/A
Total Expenditures	\$26,023,980	\$ 26,860,669	\$ 19,533,244	\$ 19,589,500	75%

Operating expenditures in all three Utility funds are within expectations at the end of the year.

Utility capital projects are below budget projections in 2021. This expenditure shortfall is typical for the first year of the biennium as projects are being designed and advertised for the construction season that occurs throughout the final part of the year and into the second year of the biennium. The unspent budget allocation is also a result of delays due to supply chain issues (a Pandemic-related impact) for projects such as the water and sewer SCADA System Upgrades and Booster Chlorination Station. This appears to be continuing into 2022.

The water system SCADA Upgrade is currently in the construction phase but is awaiting the SCADA electronic control and communications components to arrive following repeated delays with shipments anticipated in June 2022. The sewer system SCADA Upgrade is in design phase with work slowed due to system complexities related to operational control and communication needs. The sewer project is expected to bid in Q3 2022 with construction starting in mid-2023 if supply chain delays continue.

The bid for the Booster Chlorination Station was awarded in July with construction starting in late Q4 of 2021 following the review of extensive material submittals and procurement of materials. This project has also faced supply chain delays and delays associated with the concrete truck drivers' strike. This project

aims to construct a booster disinfection system to reduce the risk of future water system contaminations, a need identified by the 2014 Boiled Water Advisory long-term action plan.

Much of the progress on the Meter Replacement project has been focused on finalizing the contract and completing the propagation evaluation for the Advanced Metering Infrastructure. This project will replace the aging water meters throughout the City, more than 60 percent of which are 15 years or older. Once completed, the project will implement new Advanced Metering Infrastructure (AMI) technologies that integrate with the SCADA System Upgrade to better support future system analysis and operations.

Fund Balance

Fund balances, excluding fixed assets, as of December 31, 2021, for the Utility funds are detailed below.

Water Utility 12/31/2021	Amount
Committed Balance	
Minimum Operating Fund Balance	1,420,000
Capital reserve	471,754
Assigned Balance	
Available for Water Utility purposes	9,552,900
Expenditure carryovers to 2022 budget	4,342,177
Budgeted fund balance (2022 budget)	4,160,992
Total	19,947,823

Sewer Utility 12/31/2021	Amount
Committed Balance	
Sewer lake line reserve	1,500,000
Minimum Operating Fund Balance	1,240,000
Capital reserve	1,096,515
Assigned Balance	
Available for Sewer Utility purposes	3,582,852
Expenditure carryovers to 2022 budget	1,436,392
Budgeted fund balance (2022 budget)	0
Total	8,855,759

Stormwater Utility 12/31/2021	Amount
Committed Balance	
Minimum Operating Fund Balance	224,000
Basin improvement reserve	0
Assigned Balance	
Available for Stormwater Utility Purposes	3,630,311
Budgeted fund balance (2022 budget)	609,133
Expenditure carryovers to 2022 budget	351,659
Total	4,815,103

ALL OTHER FUNDS

Revenues

The table below lists the 2021 amended revenue budget, end of the year actuals, and a percentage of budget received. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end December. Additional detail of major variances is discussed in the narrative following the table.

ALL OTHER FUNDS: Revenues

As of December 31, 2021

Fund Name	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/2020	YTD 12/31/2021	YTD Revenue as % of Amended Budget
Self Insurance Claim	\$ 10,000	\$ 10,000	\$ -	\$ -	N/A
Youth Services Endowment	5,000	5,000	2,159	285	5.7%
Street	3,781,817	3,781,817	3,269,914	4,945,810	130.8%
Contingency	260,300	260,300	160,354	32,246	12.4%
1% for the Arts	17,000	34,000	8,251	30,314	89.2%
Youth & Family Services	2,191,387	2,845,998	1,831,789	2,638,124	92.7%
ARPA	-	391,500	-	391,500	100.0%
Bond Redemption (Voted)	-	-	-	-	N/A
Bond Redemption (Non-Voted)	847,200	847,200	839,700	847,200	100.0%
Town Center Parking Facilities	-	-	-	-	N/A
Capital Improvement	3,293,899	3,313,899	3,129,115	5,118,346	154.5%
Technology & Equipment	362,500	362,500	269,814	280,000	77.2%
Capital Reserve	-	-	-	-	N/A
Equipment Rental	1,751,656	1,751,656	846,473	1,733,057	98.9%
Computer Equipment	1,134,492	1,134,492	1,100,901	1,134,297	100.0%
Firefighter's Pension	173,310	173,310	68,315	164,095	94.7%

Youth Services Endowment Fund revenues are at 5.7 percent of budget at the end of December. Interest earnings were lower than anticipated due to a steady decline in local government investment pool yields.

Street Fund revenues are at 130.8 percent of budget at the end of December. The primary revenue source in the Street Fund is a portion of Real Estate Excise Tax (REET) which ended the year \$1.7 million over budget estimates. Higher than expected returns in 2021 can be attributed to a historically high volume of homes sold, two commercial property sales that generated a combined \$1.8 million in revenue, and nearly double the amount of extraordinary sales, sales of properties valued over \$5.0 million, that were observed in 2020. Total number of property sales in 2021 were 530, compared to 445 recorded in 2020.

Revenues in the **Contingency Fund** are made up of interest earnings, which totaled 12.4 percent of budget at the end of December. Across all funds, interest earnings were much lower than anticipated due to a steady decline in local government investment pool yields seen throughout 2020 and continuing into 2021.

Youth & Family Services Fund revenues ended the year at 92.7 percent of budget. Thrift Store revenues exceeded budget estimates by \$36.9 thousand while it still operates in a limited capacity due to the ongoing Pandemic.

Capital Improvement Fund revenues are at 154.5 percent of budget at the end of December. Similar to the Street Fund, the primary revenue source in the Capital improvement Fund is a portion of REET. REET revenues in this fund exceeded budget estimates by \$2.1 million.

Technology & Equipment Fund revenues are at 77.2 percent of budget at the end of December. This underage is a result of the Equipment Rental Fund's contribution not being required. The contribution from the Equipment Rental fund is based on a Police antenna project that has been deferred. The General Fund's portion of this revenue stream is posted and up to date at 100 percent of budget expectations.

Firefighter's Pension Fund: Total revenues are 94.7 percent of budget at the end of December, up \$95.7 thousand from 2020. This difference is a result of a contribution of General Fund prior year surplus into the Firefighter's Pension Fund. Investment interest earnings are down \$4.7 thousand when compared to 2020. This lower-than-expected interest earnings comes as local government investment pool yields saw a continued decline throughout 2020 and has continued into 2021.

All other revenues are within expectations through the end of the year.

Expenditures

The table below lists the 2021 amended expenditures budget by Fund, end of December actuals and a percentage of budget spent. Prior year actuals are presented for comparative purposes. The budget and actual amounts are through the end of December. Additional detail of major variances is discussed in the narrative following the table.

ALL OTHER FUNDS: Expenditures

As of December 31, 2021

Fund Name	2021 Adopted Budget	2021 Amended Budget	Prior YTD 12/31/2020	YTD 12/31/2021	YTD Expense as % of Amended Budget
Self Insurance Claim	\$ 60,000	\$ 60,000	\$ -	\$ 55,000	N/A
Youth Services Endowment	3,500	5,000	3,500	-	0.0%
Street	3,366,531	5,022,403	1,905,692	3,845,628	76.6%
Contingency	-	-	439,605	-	N/A
1% for the Arts	15,000	32,000	27,998	29,211	91.3%
Youth & Family Services	2,178,182	2,934,632	2,083,282	2,386,100	81.3%
ARPA	-	391,500	-	126,274	32.3%
Bond Redemption (Voted)	-	-	-	-	N/A
Bond Redemption (Non-Voted)	847,200	847,200	839,700	847,200	100.0%
Town Center Parking Facilities	-	237,645	121,226	14,670	6.2%
Capital Improvement	3,590,573	4,171,834	2,304,917	1,873,450	44.9%
Technology & Equipment	287,560	297,560	279,713	110,318	37.1%
Capital Reserve	-	-	-	-	N/A
Equipment Rental	2,043,931	2,511,311	1,431,697	1,600,244	63.7%
Computer Equipment	1,060,228	1,060,228	1,063,995	877,872	82.8%
Firefighter's Pension	83,000	90,500	77,944	88,774	98.1%

Youth Services Endowment expenses are at 0.0 percent of budget at the end of the year. The only budgeted expenditure in this fund is a \$5.0 thousand interfund transfer of interest earnings to the Youth & Family Services Fund. Per the Financial Management policies and Ordinance No. 21C-32, which terminates the Endowment fund, the balance of the endowment fund will be transferred to the YFS Fund to facilitate the creation of an operating reserve.

Street Fund expenditures are 76.6 percent of amended budget at the end of December. This is within budget expectations for the first year of a biennium as project work will carry over into 2022 and aim to complete by the end of the biennium, although project timelines continued to be delayed by ongoing supply chain issues.

Youth & Family Services Fund expenditures are 81.3 percent of budget at the end of the year. This apparent expenditure shortfall compared to expectations is a result of a budget amendment of \$212 thousand of grant monies carried over from the prior biennium as part of Ordinance No. 21-07, as well as salary savings across the department. Operating expenditures are within budget estimates.

ARPA Fund expenditures are 32.3 percent of budget at the end of the year. Primary expenditures in this fund are deferred maintenance for Parks with more work to continue into the second year of the biennium.

Town Center Parking Facilities Fund ended the year at 6.2 percent of budget estimates. Professional service costs totaled only \$11.7 thousand, or 4.9 percent, of allocated budget resulting in a savings of \$225.8 thousand.

Capital Improvement Fund expenses are at 44.9 percent of budget at the end of December. Capital projects are well underway at this point in the budget cycle, with the majority of work to continue into the second year of the biennium. Project timelines continued to be delayed by ongoing supply chain issues and the difficulty with successfully bidding project work.

Technology & Equipment Fund: Total expenditures are at 37.1 percent of budget at the end of December. Multiple projects have not begun yet this year due to limited staff resources needing to support the “work from home reality” brought on by the ongoing Pandemic. New staff were recently hired, adding to overall capacity to complete project work outlined in the 2021-2022 biennial budget work plan.

Equipment Rental Fund expenditures are at 63.7 percent of budget at the end of the year. Capital replacement of fleet vehicles and equipment is moving along but is being waylaid by supply chain issues. Repair and maintenance on vehicles totaled \$29.6 thousand, resulting in a \$70.3 thousand savings.

All other variances meet budget expectations through the end of the year.

Fund Balance

The composition of the fund balance as of December 31, 2021, in each of these other funds is detailed below.

All Other Funds (Excluding Utilities)

12/31/2021	Amount	12/31/2021	Amount
Self Insurance		Bond Redemption--Non Voted	
Unassigned available fund balance	54,750	Restricted Fund Balance	5,038
Budgeted fund balance (2022 budget)	-	Long Term Parking - Capital	
Total Fund Balance	54,750	Assigned Fund Balance	
Youth Services Endowment		Expenditure carryovers to 2021 budget	222,975
Unassigned available fund balance	289,469	Unassigned available fund balance	491,742
Transfer to YFS Fund - Operating Reserve	(289,469)	Total Fund Balance	714,717
Total Fund Balance	0	Capital Improvement	
Street		Restricted Fund Balance	
Restricted Fund Balance		King County Parks Expansion Levy	459,377
Transportation impact fee reserve	511,373	Reserve - Freeman Landing	329,891
Town Center street (north) reserve	99,684	Impact Fees	189,001
Committed Fund Balance		Reserve - RCO property	28,400
Minimum Operating Fund Balance	87,000	Committed Fund Balance	
Assigned Fund Balance		Minimum Operating Fund balance	114,000
Expenditure carryovers to 2022 budget	1,111,501	Turf Fields Replacement Sinking Fund	887,282
Unassigned available fund balance	4,404,779	Assigned Fund Balance	
Total Fund Balance	6,214,337	Expenditure carryovers to 2022 budget	2,287,780
Contingency		Appropriated Fund Balance 21-22 Expenditures	602,739
Committed - Contingency reserve (1)	3,882,159	Unassigned available fund balance	3,826,589
Total Fund Balance	3,882,159	Total Fund Balance	8,725,059
1% for the Arts		Technology & Equipment	
Committed Fund balance	158,936	Restricted Fund Balance	
Total Fund Balance	158,936	State seizure funds (criminal justice)	41,345
Youth & Family Services		Committed Fund Balance	
Restricted Fund Balance		MICEC equipment replacement sinking fund	143,504
Emergency assistance reserve	135,894	Police car camera replacement sinking fund	37,710
Rental Assistance reserve (HB1406)	17,032	Expenditure carryovers to 2022 budget	107,240
Committed Fund Balance		Unassigned available fund balance	431,868
Minimum Operating Fund Balance (transfer from Endowment Fund)	289,469	Total Fund Balance	761,667
Assigned Fund Balance		Capital Reserve	
Budgeted fund balance (2022 budget)	0	Unassigned Available Fund Balance	169,999
Unassigned available fund balance	454,127	Transfer to Capital Improvement Fund	(169,999)
Total Fund Balance	896,522	Total Fund Balance	0
Bond Redemption--Voted		Firemen's Pension	
Restricted fund balance	18,943	Restricted Fund Balance	942,129
Equipment Rental		Computer Equipment	
Committed Balance		Committed Balance	
Vehicle replacement reserve	2,017,594	2021 computer replacements	200,100
Fire apparatus replacement sinking fund	628,153	Computer replacement reserve	533,673
800 MHz radio replacement reserve	373,610	Assigned Balance	
Assigned Balance		Expenditure carryovers to 2022 budget	65,280
2022 vehicle replacements	732,536	Total	799,053
Expenditure carryovers to 2022 budget	464,082	ARPA Projects fund	
Total	4,215,975	Assigned Fund Balance	
		Budgeted fund balance (2022 budget)	1,671,000
		Expenditure carryovers to 2022 budget	265,226
		Unassigned available fund balance	1,555,160
		Total Fund Balance	3,491,386

Notes

(1) Contingency reserve target: \$30,533,485 originally adopted 2022 General Fund budget x 12.5% = \$3,816,686

Two summary listings of the originally adopted 2021-2022 Budget (expenditures only), broken down by year, and amendments adopted by Ordinance through September 30, 2021, are presented below.

Fund Type / Fund Name	Original 2021 Budget	2021 Budget Adjustments						Amended 2021 Budget
		Administrative Biennial Corrections	ORD 21-07 4/20/2021	ORD21-11 5/18/2021	ORD21-15 7/6/2021	ORD21-20 9/21/2021	ORD21-31 12/7/2021	
General Purpose Funds:								
General	30,533,485		1,590,252	897,860		500,078		33,521,675
Self-Insurance	60,000							60,000
Youth Services Endowment	5,000							5,000
Special Revenue Funds:								
Street*	3,366,531		25,000		1,193,000	437,872		5,022,403
Contingency	-							-
1% for the Arts	15,000			17,000				32,000
Youth & Family Services	2,178,182		212,750	220,372		60,000	263,328	2,934,632
ARPA Funds	-					200,000	191,500	391,500
Debt Service Funds:								
Bond Redemption (Voted)	-							-
Bond Redemption (Non-Voted)	847,200							847,200
Capital Projects Funds:								
Town Center Parking Facilities*	-		237,645					237,645
Capital Improvement*	3,590,573		86,079			495,182		4,171,834
Technology & Equipment*	287,560		10,000					297,560
Capital Reserve*	-							-
Enterprise Funds:								
Water*	12,317,373		300,000	441,960				13,059,333
Sewer*	10,950,027		49,309					10,999,336
Stormwater*	2,756,580		45,420					2,802,000
Internal Service Funds:								
Equipment Rental*	2,043,931		467,380					2,511,311
Computer Equipment*	1,060,228							1,060,228
Trust Funds:								
Firefighter's Pension	83,000							83,000
Total	70,094,670	-	3,023,835	1,577,192	1,193,000	1,693,132	454,828	78,036,657

* Capital Improvement Program (CIP) projects are accounted for in these funds.

Fund Type / Fund Name	Original 2022 Budget	2022 Budget Adjustments					Amended 2022 Budget
		Administrative Biennial Corrections	ORD21-11 5/18/2021	ORD21-20 9/21/2021	ORD21-31 12/7/2021		
General Purpose Funds:							
General	31,987,897		30,000	428,199	1,867,000		34,313,096
Self-Insurance	10,000						10,000
Youth Services Endowment	5,000						5,000
Special Revenue Funds:							
Street*	4,045,768						4,045,768
Contingency	-						-
1% for the Arts	15,000						15,000
Youth & Family Services	2,127,962		122,757		980,276		3,230,995
ARPA Funds					1,671,000		1,671,000
Debt Service Funds:							
Bond Redemption (Voted)	-						-
Bond Redemption (Non-Voted)	234,100						234,100
Capital Projects Funds:							
Town Center Parking Facilities*	-						-
Capital Improvement*	4,228,583						4,228,583
Technology & Equipment*	234,500						234,500
Capital Reserve*	-						-
Enterprise Funds:							
Water*	17,010,992						17,010,992
Sewer*	11,543,961						11,543,961
Stormwater*	2,987,833						2,987,833
Internal Service Funds:							
Equipment Rental*	1,647,322						1,647,322
Computer Equipment*	1,171,434				21,700		1,193,134
Trust Funds:							
Firefighter's Pension	87,000				15,000		102,000
Total	77,337,352	-	152,757	428,199	4,554,976	-	82,473,284

* Capital Improvement Program (CIP) projects are accounted for in these funds.

**CITY OF MERCER ISLAND
ORDINANCE NO. 22-04**

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

(BUDGET AMENDMENT NO. 6)

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

WHEREAS, budget adjustments are needed that have been previously approved by the City Council, as noted in the following table;

Fund	Department	Description	Agenda Bill	Budget Year	Expenditure Adjustment	Revenue Adj / Funding Source
General	Finance	Finance ERP project - Systems Analyst and 2022 subscription Fee	AB 6031	2022	\$ 33,000	Overhead Allocation Charges
	Finance	Transfer to Technology & Equipment Fund - Financial ERP Software one time implementation costs	AB 6031	2022	\$ 457,000	Unappropriated Fund Balance
	Fire	Power stretcher systems for Aid cars	AB 6034	2022	\$ 118,154	GEMT Revenue
	Police	Marine patrol services in support of interlocal agreement with Medina and Hunts Point	AB 5986	2022	\$ 60,000	Unappropriated Fund Balance
Youth Services Endowment	Non-Departmental	Transfer to YFS Fund. ORD 21C-32 closes Endowment Fund to create YFS Operating Reserve	AB 5975	2022	\$ 289,469	Unappropriated Fund Balance
ARPA	Admin Services	GIS utility network data	AB 6012	2022	\$ 110,000	ARPA Funds
	Finance	Utility Bill Relief Grant Program	AB 6042	2022	\$ 164,000	
	Public Works	First Hill booster station generator replacement design	AB 6014	2022	\$ 254,000	
	Public Works	Sewer pipe replacement and upsizing design	AB 6014	2022	\$ 150,000	
	Public Works	Pressure reducing valve station replacement design	AB 6014	2022	\$ 395,000	
Street Fund	Public Works	Deconstruct surplus structure at 4004 Island Crest Way.	AB 5991	2022	\$ 45,000	Unappropriated Fund Balance
	Public Works	Roadside shoulder improvements, East Mercer Way Phase 3	AB 6008	2022	\$ 117,777	
	Public Works	Street related utility improvements	AB 6025	2022	\$ 229,243	Transfer from Water and Stormwater Funds

Continued:

Fund	Department	Description	Agenda Bill	Budget Year	Expenditure Adjustment	Revenue Adj / Funding Source
Capital Improvement	Non-Departmental	Acquisition of real property from WSDOT known as Parcel 12	AB 5996	2022	\$ 668,000	Unappropriated Fund Balance
	Non-Departmental	Signage for Kirk Robinson Skate Park	AB 6047	2022	\$ 5,500	
	Public Works	Design Island Crest Park north field turf and backstop replacement	AB 6023	2022	\$ 250,000	
	Public Works	Design Island Crest Park south field backstop replacement	AB 6023	2022	\$ 300,000	
	Public Works	Design South Mercer playfields turf replacement and ballfield backstop	AB 6023	2022	\$ 200,000	
	Public Works	Complete design of Luther Burbank docks and adjacent waterfront project	AB6021	2022	\$ 321,000	
	Public Works	Luther Burbank Docks and Waterfront Phase 2 - design of drainage and Low Impact Development improvements	AB 6021	2022	\$ 94,200	King County Flood Control Grant
Technology & Equipment	Finance	Financial ERP Software project implementation costs.	AB 6031	2022	\$ 703,000	Transfer from General, Utility, Street and CIP Funds
Water	Public Works	Transfer to Street Fund - street related utility improvements	AB 6025	2022	\$ 212,504	Unappropriated Fund Balance
	Finance	Transfer to Technology & Equipment Fund - Financial ERP Software one time implementation costs	AB 6031	2022	\$ 106,000	
Sewer	Public Works	Lincoln Landing sewer utility improvements	AB 6003	2022	\$ 138,100	Unappropriated Fund Balance
	Finance	Transfer to Technology & Equipment Fund - Financial ERP Software one time implementation costs	AB 6031	2022	\$ 111,000	
Stormwater	Public Works	Transfer to Street Fund - Street related utility improvements	AB 6025	2022	\$ 16,739	Unappropriated Fund Balance
	Finance	Transfer to Technology & Equipment Fund - Financial ERP Software one time implementation costs	AB 6031	2022	\$ 26,000	

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

Fund	Department	Description	Budget Year	Amount	Funding Source
General Fund	Non-Departmental	Eliminate Transfer to YFS Fund. Replaced by ARPA funding appropriation.	2022	(871,762)	Unappropriated Fund Balance
Capital Reserve	Non-Departmental	Transfer to Capital Improvement Fund (343) per Financial Management Policy	2022	169,999	Unappropriated Fund Balance
Youth & Family Services	YFS	Youth Sports scholarship grant	2022	\$ 9,000	King County Youth Athletic Scholarship Grant

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

Section 1. Amending the 2021-2022 Budget

The 2021-2022 Budget for the City of Mercer Island, as adopted in Ordinance No. 20-29 and amended by Ordinance No 21-07, 21-11, 21-15 and 21-20 is hereby amended to incorporate increases in resources and expenditures in the following funds for the 2021-2022 biennium:

Fund	Fund Name	Resources	Expenditures
001	General Fund	\$ (203,608)	\$ (203,608)
061	Youth Services Endowment	\$ 289,469	\$ 289,469
160	Youth & Family Services	\$ 9,000	\$ 9,000
170	ARPA Administration Fund	\$ 1,073,000	\$ 1,073,000
104	Street Fund	\$ 392,020	\$ 392,020
343	Capital Improvement	\$ 1,838,700	\$ 1,838,700
345	Technology & Equipment	\$ 703,000	\$ 703,000
350	Capital Reserve	\$ 169,999	\$ 169,999
402	Water Fund	\$ 318,504	\$ 318,504
426	Sewer Fund	\$ 249,100	\$ 249,100
432	Stormwater Fund	\$ 42,739	\$ 42,739
Total		\$ 4,881,923	\$ 4,881,923

Section 2. Amending Previously Adopted Budget Ordinances

City Ordinance 20-29, 21-07, 21-11, 21-15 and 21-20, as previously adopted and as hereby amended, is hereby ratified, confirmed, and continued in full force and effect.

Section 3. Effective Date

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON THE 19th DAY OF APRIL 2022.

CITY OF MERCER ISLAND

Salim Nice, Mayor

ATTEST:

Andrea Larson, City Clerk

APPROVED AS TO FORM:

Bio Park, City Attorney

Date of Publication: _____



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

**AB 6066
April 19, 2022
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6066: Special Events Sponsorship Policy	<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 Special Events Sponsorship Policy.	

DEPARTMENT:	Public Works
STAFF:	Jason Kintner, Chief of Operations Ryan Daly, Recreation Manager Katie Herzog, Recreation Coordinator
COUNCIL LIAISON:	Craig Reynolds
EXHIBITS:	1. Special Events Sponsorship Policy 2. Special Events Permit Fee Schedule
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

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

EXECUTIVE SUMMARY

This agenda bill is to present the Special Events Sponsorship Policy as recommended by the Parks and Recreation Commission (PRC) for City Council approval (Exhibit 1).

- The Parks and Recreation Commission assisted in the development of this policy over three (3) PRC public meetings and endorsed the Special Events Sponsorship Policy on March 3, 2022.
- This policy details the types of events that are eligible for City sponsorship.
- This policy allows the City to provide fee waivers or fee reductions for public events where the applicant/event organizing/hosting entity is a non-profit agency serving Mercer Island residents and where the event meets all other sponsorship program criteria.
- The City desires to enhance community event opportunities by promoting other entities' abilities to bring special events to fruition, while balancing the City's cost recovery and resource allocation goals.

BACKGROUND

Public special events are an important part of a community's vitality, and the City can play a central role in facilitating and supporting these enriching experiences. Prior to the Pandemic, the City's role in supporting

community-coordinated public special events was inconsistent, and lead to inequities in how various groups were supported. Throughout the past year staff evaluated the need to treat organizers fairly, while providing an appropriate level of assistance and support to make their events successful.

The City's role in fostering public special events is multi-dimensional and is governed by policy, the biennial budget, and administrative protocol. The City organizes, funds, and conducts several public special events throughout the year. In addition, the City provides permitting and oversight of events offered by other entities that are held in whole or in part on public property or rights-of-way, which would impact or interfere with standard, ordinary, and normal use of either public property or normal vehicle and pedestrian traffic in the vicinity of the event, and/or requires use of City services.

Per the Mercer Island City Code, the Department Director establishes a fee schedule for the programs and services offered by the Recreation Division. The fee schedule is periodically updated (aligned with the biennial budget process), is published on the Recreation Division's webpages, and is distributed annually to the Parks and Recreation Commission. The Department Director establishes fees for the permitting process and for any City services rendered to third party special events, in accordance with the cost recovery and resource allocation philosophy that is outlined in the [Recreation Division's Strategy](#).

Articulating the plan for and rules surrounding the City's use of tax-funded resources or non-collection of fee revenue, enhances the City's ability to act consistently in accordance with approved policy and with the appropriate use of public funds.

ISSUE/DISCUSSION

At the March 3, 2022 PRC meeting, the PRC reviewed and discussed the proposed Special Events Sponsorship Policy and endorsed to recommend to City Council its approval. There are two main parts of the Policy: eligible events for sponsorship and program fee waivers and reductions for those events.

Eligible Events

To be eligible for City sponsorship, applicants must attest that the event will be open to the public (not private) and inclusive in nature. Cultural celebrations, historical event commemorations and other non-religious public events organized by faith-based organizations may be eligible for sponsorship. In addition, the City will not sponsor:

- Political parties, politically based organizations, or lobbying groups.
- Events that include religious worship, religious instruction, proselytization, or inherently religious activities.
- Sports tournaments.
- Any event that does not seek to advance the sense of community, health, wellness, or safety of the public, or that is inconsistent with the Recreation Division's mission to enhance livability for all Mercer Island residents.

Program Fee Waivers and Reductions

For qualifying events, the special event sponsorship program fee waivers and reductions will consist of:

- Waiving the event fee for a Level 1 event,
- Providing a 60% discount on the event fee for a Level 2 event,
- Providing a 40% discount on the event fee for a Level 3 event, or
- Providing a 20% discount on the event fee for a Level 4 event.

The “level of event” corresponds to the type, size, scope, and anticipated and/or historic impact of an event. The definition of each level is subject to modification as new event types, park use limitations, event impacts, and other factors develop or change over time. Therefore, the definitions of each “level of event” will be established by City staff in the Special Events Guidelines and the published fee schedule.

Staff has included the Special Events Permit Fee Schedule (Exhibit 2), which includes “event level” categorizations that will be used to determine event fees and sponsorship levels. These categorizations will be included in the Special Event Guidelines, which will be available online to potential permit applicants. The special event fees and proposed sponsorship program reductions are show in the table below.

Level of Event	1	2	3	4
Application Fee (no sponsorship reduction)	\$50	\$50	\$50	\$50
Total “Event Fee”	\$125 for one day	\$380 or \$620 for one-day	\$820 or \$1,240 for one-day	\$1,540 for one day
Total Fees	\$175	\$430 or \$670	\$870 or \$1,290	\$1,590
Proposed Sponsorship Discount	100%	60%	40%	20%
Value of Discount	\$125	\$258 or \$402*	\$328 or \$496*	\$308
Total Fees After Sponsorship**	\$50	\$172 or \$268	\$542 or \$794	\$1,282

* Depending on level of review required and anticipated impact of event.

**Additional fees may apply, which are not eligible in the sponsorship discount – such as staffing (i.e., public safety).

NEXT STEPS

Staff will develop procedures communicate the policy to the community and begin accepting Special Event Sponsorship Applications in late Spring 2022. Staff will report back to the Parks and Recreation Commission in 2023 regarding the success of this policy.

RECOMMENDED ACTION

Approve the Special Events Sponsorship Policy.

Public Special Events Sponsorship



Effective Date: TBD	Last Updated: N/A	Endorsed By: Parks and Recreation Commission TBD/2022
Code and Statutory Authority: MICC 4.44.010 MICC 3.53.020	Related Polices: Strategy for MICEC and Recreation Programs and Services (“Strategy”)	

Purpose

The City of Mercer Island recognizes that public special events are an important part of the community’s life, and that the municipality can play a central role in facilitating those enriching experiences. These events extend public benefits such as entertainment, a sense of community, opportunities to celebrate and honor, self-expression, recreation, learning, and memory-making. Public special events may also have the potential to boost economic vitality and advance community goals.

The City desires to promote other entities’ abilities to bring special events to fruition, while balancing the City’s cost recovery and resource allocation goals. This policy describes a sponsorship program that enables the City to assist public special event permit applicants, beyond processing and issuing a permit and providing fee-compensated City services.

Scope/Background

The City’s role in fostering public special events is multi-dimensional and is governed by policy, the biennial budget and administrative protocol. The City organizes, funds and conducts several public special events throughout the year. In addition, the City provides permitting and oversight of events offered by other entities that are held in whole or in part on public property or rights-of-way, which would impact or interfere with standard, ordinary and normal use of either public property or normal vehicle and pedestrian traffic in the vicinity of the event, and/or requires use of City services.

Per City Code, the Department Director establishes a fee schedule for the programs and services offered by the Division. That fee schedule is periodically updated, is published on the Division’s webpages, and is distributed annually to the Parks and Recreation Commission. The Department Director establishes fees for the permitting process and for any City services rendered to third party special events, in accordance with the cost recovery and resource allocation philosophy that is outlined in the Recreation Division’s *Strategy*.¹

Articulating the plan for and rules surrounding the City’s use tax-funded resources or non-collection of fee revenue enhances the City’s ability to act consistently in accordance with approved policy and with the appropriate use of public funds.

Definitions

1. “Division” means Mercer Island Recreation Division.

¹ *Strategy for Mercer Island Community and Event Center & Recreation Programs and Services*

2. “Cost recovery” means the degree to which the operational costs of providing a program or service are supported by user fees and/or other funding mechanisms such as grants, partnerships, donations, sponsorships, or other alternative (non-tax) funding sources.
3. The “event fee” means the combined fee used to recover the costs associated with reviewing the special events permit application and other administrative tasks, plus the fee that represents reserved use of the public space. The event fee does not include the application fee nor any additional fees or costs that might be charged or invoiced for other permits or City services rendered.
4. The “Special Events Guidelines” means the instruction manual that describes the special events rules and procedures for all potential permit applicants.
5. “Resource allocation philosophy” means the guidance for which programs and services should be offered, why and with what resources (e.g., facility space, staff time, tax support, user fee funding).
6. “Strategy” means the *Strategy for Mercer Island Community and Event Center & Recreation Programs and Services (also known as the Reset Strategy)* endorsed by the Parks and Recreation Commission in April 2021 and City Council in July 2021.
7. “Non-profit agency” means a tax-exempt nonprofit corporation described by §501(c)(3), (4), or (10) of the Internal Revenue Code or a nonprofit organization, group, or individual that would qualify for tax exemption under these codes except that it is not organized as a nonprofit corporation.
8. “Non-profit agency serving Mercer Island residents” means an agency where Mercer Island residents constitute greater than 75% of local membership or local service recipients.

Policy

- The City provides fee waivers or fee reductions for public events where the applicant/event organizing/hosting entity is a non-profit agency serving Mercer Island residents and the event meets all other sponsorship program rules.
- Requests for City sponsorship can be made at any time but must be made concurrent with applying for a special event permit (and any other required permits) and in accordance with the City’s special event application review deadlines.
- Fee waivers, reductions or City contributions shall not be granted for events that fail to submit completed permit applications by the review deadlines.
- To be eligible for City sponsorship, applicants must attest that the event will be open to the public (not private) and inclusive in nature.
- The City will not sponsor political parties, politically-based organizations or lobbying groups.
- The City will not sponsor events that include religious worship, religious instruction, proselytization or inherently religious activities. Cultural celebrations, historical event commemorations and other non-religious public events organized by faith-based organizations may be eligible for sponsorship.
- The City will not sponsor sports tournaments.
- The City will not sponsor any event that does not seek to advance the sense of community, health, wellness or safety of the public, or that is inconsistent with the Recreation Division’s mission to enhance livability for all Mercer Island residents.
- Sponsored events may be used as fundraisers and may require a registration or participation fee.

- Each entity may only receive sponsorship two times per year.
- Each sponsored entity must enter into a contract with the City. This contract will stipulate additional conditions and describe the public benefit received by the City in sponsoring the event.
- Fee waivers and reductions are not applicable to additional fees and charges.

As applicable, the special event sponsorship program fee waivers and reductions will consist of: The City waiving the event fee for a Level 1 event; the City providing a 60% discount on the event fee for a Level 2 event, the City providing a 40% discount on the event fee for a Level 3 event, or the City providing a 20% discount on the event fee for a Level 4 event. The “level of event” corresponds to the type, size, scope and anticipated and/or historic impact of an event. The definition of each level is subject to modification as new event types, park use limitations, event impacts and other factors develop or change over time. Therefore, the definitions of each “level of event” will be established by City staff in the Special Events Guidelines and the published fee schedule.

Level of Event	Sponsorship
Level 1	100% waiver of event fee
Level 2	60% reduction of event fee
Level 3	40% reduction of event fee
Level 4	20% reduction of event fee

Procedure(s)

City staff designated by the Division Manager will review the special event application and request for sponsorship and will determine permit and sponsorship eligibility and award.

All other procedures will be established and approved administratively by the Department Director and Division Manager.

CITY OF MERCER ISLAND

PARKS & RECREATION

8236 SE 24TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7609 | www.mercerisland.gov



SPECIAL EVENT PERMIT FEES

Effective January 1, 2022

Applications for Special Event permits require City-wide staff review and are subject to additional insurance requirements. Please allow a minimum of 45 days for review. See Special Events Guide for more information.

Special Event Permit Application Fee

\$50

Level 1 Event

\$125

- Attendance at any one time estimated between 50-100 people;
- Held within existing venue/use area typically used for group gatherings, etc.; and
- Does not impact or interfere with standard, ordinary, and normal use of either public property or normal vehicle and pedestrian traffic in the vicinity of the event; and
- Does not require changes to safety or maintenance operations beyond normal levels; and
- No attendance or participation fees are charged; and
- Does not occur at Calkins Point or the Greta Hackett Sculpture Park; and
- No other permits are required.

Level 2 Event

\$380-620

- Attendance at any one time estimated between 50-250 people;
- Held within existing venue/use area typically used for group gatherings, etc.; and/or
- May impact or interfere with standard, ordinary and normal use of either public property or normal vehicle and pedestrian traffic in the vicinity of the event; and/or
- Does not require changes to safety or maintenance operations beyond normal levels.
- Mercedale Park can only be used for Level 2 events of fewer than 100 people that do not require electrical service, that do not involve food trucks, and that do not require any additional permits.
- Does not occur at Calkins Point or the Greta Hackett Sculpture Park.
- Administration Coordination shall be either Division Review or Low-impact Committee Review.

Level 3 Event

\$820-\$1,240

- Wedding ceremonies, regional sports tournaments (with event elements such as food trucks, amplified sound, and opening ceremonies), limited-scope and single-faceted events open to the public (that is not a Level 3 event).
- OR
- Attendance at any one time estimated between 250-1,000 people; and/or
 - Held within existing venue/use area, but may include street, parking, or additional facility impacts; and/or
 - May require operational changes to safety or maintenance - additional restrooms, deliveries, vehicle access, exclusive use of park space; and/or
 - Calkins Point can only be used for a Level 3 event if attendance is fewer than 200 people.
 - Administration Coordination shall be either Low-impact or High-impact Committee Review.

Level 4 Event

\$1,540

- Parades, timed competitions, fundraising events, in-water events, festival-style events open to the public, or event of any type that involves use of multiple City parks or public spaces.
- OR
- Attendance at any one time estimated between 1,000-5,000 people over a single day or multiple occurrences; and/or
 - Has moderate to major impacts to surrounding areas (streets, neighborhoods, business district, other park amenities, etc.) and/or cannot be held within existing venue; and/or

- May impact or interfere with standard, ordinary and normal use of either public property or normal vehicle and pedestrian traffic in the vicinity of the event; and/or
- Has moderate to major impacts to safety or maintenance operations, including temporary or long-term road closures, offsite parking impacts, traffic and security control, additional restrooms, deliveries, vehicle access, and exclusive use of park space; and/or
- Administration Coordination shall be High-impact Committee Review.

Special Use Permits

Parking space or lot use	Please call
Photography (personal use) per session/per year	\$25/300
Commercial photography per session/per year	\$50/500
Advertising or for-profit photography or filming	Please call

Additional Fees & Charges

Picnic Area rental fee	\$175
Parks Maintenance staff member hourly	\$75
Mercer Island Police Officer (off-duty) hourly; 3-hour minimum	\$58
Mercer Island Fire Department Aid Car Unit	Varies



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

**AB 6061
April 19, 2022
Regular Business**

AGENDA BILL INFORMATION

TITLE:	AB 6061: Contract Lobbyist	<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 lobbyist scope of work, authorize the City Manager to issue a Request for Proposals for lobbyist services, and appoint a City Council ad-hoc committee to review and interview qualified consultants.	

DEPARTMENT:	City Manager		
STAFF:	Jessi Bon, City Manager		
COUNCIL LIAISON:	n/a		
EXHIBITS:	1. RFP for Contract Lobbyist Position		
CITY COUNCIL PRIORITY:	2. Articulate, confirm, and communicate a vision for effective and efficient city services. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.		

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

EXECUTIVE SUMMARY

The purpose of this agenda bill is to authorize the City Manager to issue a Request for Proposals for lobbyist services and appoint a City Council ad-hoc committee to review and interview qualified consultants.

- The busy 2022 Washington State Legislative session required a significant amount of attention and engagement by the Mayor and City Council, the City Manager, the Leadership Team, and other City staff.
- The Mayor and City Manager debriefed and the conclusion of the legislative session and decided to put forth a recommendation to pursue a contract lobbyist. The level of work required during the last legislative session is simply not sustainable with current resources.
- The discussion of pursuing a contract lobbyist was discussed at the City Council’s annual Planning Session and there was consensus to move forward with an RFP process now.
- City Council authorization is needed to commence an RFP process to retain a contracted lobbyist with the understanding that the contract award will also be accompanied by an appropriation request.
- The City Council is also requested to appoint an ad-hoc committee to assist staff with screening the proposals and making a final recommendation to the City Council.

- Staff are intending to issue the RFP by the end of April and return to the City Council with a recommendation in June.

BACKGROUND

State and federal regulations have a significant impact on communities at the local level and require the action and advocacy of City Council and staff. The issues that Mercer Island Councilmembers and leadership tracked during the 2022 legislative session include items such as:

- Housing legislation including [ESHB 1660](#) and [HB 1770](#)
- Police reform legislation
- Open Public Meetings Act legislation
- The State budget, including the Public Works Trust Fund

Councilmembers and City leadership dedicated a substantial amount of time responding swiftly to these issues by engaging with the Mercer Island community, communicating with elected officials, and developing statements and positions to represent the interests of Islanders.

ISSUE/DISCUSSION

Given the experiences of the recent legislative session, the City Manager with support of the Mayor, is advancing the request to begin the process of selecting a contract lobbyist ahead of the 2023-2024 biennial budget process. To effectively prepare for the next State legislative session, a lobbyist should be retained no later than this summer.

A lobbyist will provide lobbying expertise at the state and federal level, facilitate communication between legislators, regulators, and key staff, and respond quickly to identify where and how to apply leverage at during the legislative process.

Scope of Work

The following lobbyist duties are summarized from the proposed scope of work contained in Exhibit 1:

- Assist in the development of legislative priorities for the City.
- Develop and implement strategies to successfully promote the City's legislative priorities.
- Represent the City's legislative objectives to members of the Washington State Legislature and appropriate legislative committees, the Governor's Office, state agencies, and legislative staff as well as appropriate federal representatives and appropriate committees, and federal agencies.
- Monitor state and federal legislation, legislative committees, state agencies, rulemaking, and the activities of appropriate interest groups which pertain to the stated City interests, goals, and objectives.
- Monitor and track Congress and the federal government for policy issues and funding opportunities for the City of Mercer Island.
- Recommend appropriate City action regarding pertinent legislation.
- Identify opportunities for City staff and elected officials to testify before legislative committees and subcommittees and assist in preparation of testimony to be given.

- Attend City Council meetings as well as meetings with City staff.
- Provide written and oral reports to the City Council and City Manager on the status of pertinent legislation and of the lobbying activity/efforts of the Consultant.
- Provide support on City efforts and initiatives beyond the legislative session to position the City to advance its objectives.

Estimated Cost

Staff have compiled a number of sample lobbyist contracts from peer jurisdictions and have concluded that there is a significant range in the current rate and scope of services for lobbyist contracts in the Puget Sound region, and even more variability in Federal lobbying contracts. The low range for state lobbyist contracts is about \$80k annually and goes up from there.

Given that the final scope of work has yet to be determined, the staff recommends reviewing submissions from the RFP, selecting a consultant, and commencing negotiations on a draft contract. The final recommendation and contract award will be brought to the City Council for approval at a future meeting.

NEXT STEPS

If approved, the City Manager will proceed with the RFP process. A “short list” of qualified firms for the lobbyist position will be identified and scheduled for an interview with the City Council Ad-Hoc committee and staff. A final recommendation will be brought forward to the City Council in June.

RECOMMENDED ACTION

1. Approve lobbyist scope of work and authorize the City Manager to issue a Request for Proposals for lobbyist services.
2. Appoint a City Council Ad-Hoc committee to review and interview qualified consultants.



City of Mercer Island State and Federal Lobbyist Request for Proposals (RFP) # 22-15

Date of Release: April 25, 2022

RFP Submissions Due: Monday, May 19, 2022, at 5:00 pm PST

Contact: Amanda Keverkamp, City Manager's Office | amanda.keverkamp@mercerisland.gov

PROJECT DESCRIPTION

The City of Mercer Island, Washington invites proposals from qualified consultants experienced in state and federal legislative and regulatory operations who are interested in providing professional lobbyist services to further the City's legislative goals and priorities. The selected consultant will work with the City to develop its 2023 and 2024 legislative priorities and work with legislators as well as agency and department staff to advance the City's legislative priorities in Olympia and Washington, D.C., monitor the state's appropriations cycles and grant deadlines, and other appropriate state and federal activities.

BACKGROUND

Just over five miles long and two miles wide, Mercer Island is a true island community consisting of high-quality residential areas, preserved parks and open space, as well as miles of developed shoreline. Incorporated in July 1960, Mercer Island has its own sense of identity, distinct from its neighbors, Seattle, and Bellevue. With a population of over 25,000, Mercer Island has been widely recognized as one of the premier residential communities in the State of Washington.

Mercer Island operates under a council-manager form of government, in which City Councilmembers are elected by residents to set policy and provide direction to the City Manager. The City Council selects a City Manager who implements policy and oversees all city operations.

Mercer Island is a full-service City, providing the complete range of municipal services including planning and zoning, public safety, fire and emergency medical, municipal court services, street maintenance, utilities maintenance, park maintenance and recreation activities, and human services.

SCOPE OF SERVICES

- Assist in the development of legislative priorities for the City of Mercer Island.
- Develop and implement strategies to successfully promote the City's legislative priorities.
- Represent the City's legislative objectives to members of the Washington State Legislature

and appropriate legislative committees, the Governor's Office, state agencies, and legislative staff as well as appropriate federal representatives and appropriate committees, and federal agencies.

- Monitor State and Federal legislation, legislative committees, state and federal agencies, rulemaking, and the activities of appropriate interest groups which pertain to the stated City interests, goals, and objectives.
- Recommend appropriate City action regarding pertinent legislation.
- Identify opportunities for City staff and elected officials to testify before legislative committees and subcommittees with respect to proposed legislation; communicate such opportunities to the City Manager or designee in a timely manner; assist in preparation of testimony to be given; and as requested, testify on behalf of the City.
- Attend meetings of the City Council and City staff, as may be requested by the City Manager, or designee in order to brief City officials on legislative activities.
- Monitor and track congress and the federal government for policy issues and funding opportunities for the City of Mercer Island.
- Provide written and oral reports to the City Manager and City Council, as mutually agreed upon, in order to inform the City regarding the status of pertinent legislation and of the lobbying activity/efforts of the Consultant.
- Testify and/or sign-in on behalf of the City on legislation of interest. Additionally, coordinate talking points and strategies for Councilmembers to testify at hearings.
- Comply with all Public Disclosure Commission requirements for lobbying.
- Provide support on City efforts and initiatives beyond the legislative session to position the City to advance its objectives.

RESPONSE REQUIREMENTS

The submittal should be in an electronic format only (pdf), using at least a 11 pt font, and not exceed 12 standard-sized pages (8 ½" x 11") – excluding the Cover Letter, Project Team and Qualifications, and References. Proposals shall include the following information:

1. **Cover letter/Statement of Interest:** Describe the firm's interest in the project, confirming availability of key staff, attesting to the accuracy of the proposal submittals, and indicating the company's ability to provide services signed by a senior representative of the company.
2. **Executive Summary:** Summarize your proposal and include your firm's contact information.
3. **Project Approach:** Explain your approach to assisting the City in advancing its goals and priorities.
4. **Pricing:** Provide information on your firm's proposed fee schedule.
5. **Project Team and Qualifications:** Identify the individual(s) you propose to assign as lead lobbyist and all members of the project team. Include a statement of qualifications and/or resume for each member.
6. **Project Experience:** Describe your experience leading strategic initiatives and efforts to further your clients' goals, preferably with cities. Please provide information for up to three relevant and recent strategic initiatives and efforts with similar scope and size that have been managed by the proposed project manager.

Provide examples of successful legislative outcomes achieved for your clients (preferably cities) within the past 3 years and describe how your efforts contributed to those outcomes. Include the date each outcome was achieved.

7. **References:** Include a list of references, with contact information, of at least 3 current contracts, within the last 3 years. Municipal references are preferred.
8. **Disclosure of Conflict and Interest:** Disclose any potential conflict of interest due to any other clients, contracts, or property interests regarding private development of any property within the City of Mercer Island.
9. **Client List:** Provide a current listing of all clients utilizing your lobbyist services.
10. **Work Samples:** Provide samples or electronic links to samples of documents you have produced that are similar to the documents your firm would provide under this contract, including a weekly report to a client during legislative session.

Submittals must be received by **5:00 pm on Monday, May 19, 2022**. Submit package of materials to citymanager@mercerisland.gov with title: State and Federal Lobbyist. All costs for developing submittals in response to this RFP are the obligation of the consultant and are not chargeable to the City. All submittals will become property of the City and will not be returned. Submittals may be withdrawn at any time prior to published close date, provided notification is received in writing to the Project Manager listed on this RFP. Submittals cannot be withdrawn after the published close date.

EVALUATION CRITERIA

A selection committee comprised of City representatives will evaluate proposals on the quality of the approach, strength of the proposed team, experience with state and federal legislative processes, budget, as well as value returned to the City.

SELECTION PROCESS

A panel consisting of members of the City project team will evaluate each proposal and may contact references. Proposals will be evaluated based on the following criteria:

- Staff expertise and overall experience of personnel assigned to the work.
- Thoroughness and understanding of the tasks to be completed.
- Overall content quality and responsiveness to RFQ requirements.
- Background and experience with similar projects.
- Cost.

Candidates with the necessary expertise and resources to perform the work described herein will be considered for interviews at the City's discretion. Staff anticipate finalizing the selection process and awarding a contract in June 2022. This solicitation does not obligate the City to award a contract to any respondent. At its option, the City reserves the right to waive as informality any irregularities in proposals and/or to reject any or all proposals.

SELECTION SCHEDULE

- RFP submittal due: Thursday, May 19, 2022 at 5:00 pm
- Finalist interviews (via Zoom/Teams): Week of June 6, 2022
- Reference checks: Week of June 6, 2022
- Contract negotiation & finalization: Week of June 13, 2022

AGREEMENT FORM

A final scope of work and Professional Services Agreement will be negotiated with the best qualified proposal following selection. A final contract must be executed prior to initiating any work. For your information, a

sample Professional Services Agreement is provided (**See Attachment A**). This document is for informational purposes only, do not submit this as part of your proposal.

BUSINESS LICENSE

Please provide a statement that the respondent understands and agrees to obtain a City of Mercer Island business license as a requirement for performing these services. Find more information at:

www.mercerisland.gov/businesslicenses

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

This material can be made available in an alternate format – please call 206-275-7759.

The City of Mercer Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.



2022 PLANNING SCHEDULE

Item 11.

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

NOTE - Regular Meetings begin at 5:00 pm from June 16, 2020, through December 31, 2022. Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

APRIL 21, 2022 (SPECIAL MEETING) 5:00 PM	DD	FN	CA	Clerk	CM
ABSENCES:					
JOINT MEETING WITH MERCER ISLAND SCHOOL BOARD					

MAY 3, 2022	DD	FN	CA	Clerk	CM
ABSENCES:					
ITEM TYPE TIME TOPIC					
STAFF					
STUDY SESSION					
45	AB 6059: Climate Action Plan – Public Engagement and Process Update			Jason Kintner/Ross Freeman	
SPECIAL BUSINESS					
CONSENT AGENDA					
--	AB xxxx: Affordable Housing Week (Proclamation No. xxx)			Mayor Nice/Andrea Larson/Alison Van Gorp	
--	AB xxxx: Luther Burbank Park Tennis Courts – Budget amendment			Jason Kintner/Paul West	
--	AB xxxx: 2022 Arterial and Residential Street Overlays Bid Award			Jason Kintner/Clint Morris	
--	AB 6060: Heat Pump Installation Campaign Proposal			Jason Kintner/Ross Freeman	
--	AB xxxx: Accept Easements for Stormwater Capital Projects			Jason Kintner/Patrick Yamashita/Fred Gu	
--	AB 6048: Resolution No. 1623 to Apply for RCO ALEA and LWCF grant funding programs for Luther Burbank Docks and Waterfront			Jason Kintner/Paul West	
REGULAR BUSINESS					
15	AB 6067: Town Center Moratorium Renewal (Public Hearing Ord. No. 22-03)			Jeff Thomas/Sarah Bluvus	
45	AB xxxx: 2023-2028 Six-Year Transportation Improvement Program (TIP) Review (Public Hearing)			Matt Mornick/Patrick Yamashita	
15	AB xxxx: City Council Member Selections for Housing and Economic Development Work Groups			Jeff Thomas/Adam Zach	
45	AB xxxx: Permit Types and Noticing Code Amendments (First Reading Ord. No. 22C-xx)			Jeff Thomas/Alison Van Gorp/Adam Zack	
10	AB xxxx: PSRC General Assembly Voting Delegate			Mayor Nice/Andrea Larson	
30	AB xxxx: ADA Transition Plan Adoption			Jason Kintner/Patrick Yamashita/Lia Klein	
EXECUTIVE SESSION					

MAY 17, 2022	DD	FN	CA	Clerk	CM
ABSENCES:					
ITEM TYPE TIME TOPIC					
STAFF					
STUDY SESSION					

SPECIAL BUSINESS		
CONSENT AGENDA		
--	AB xxxx: EMW 5400 to 6000 Blocks Water System Improvements Project Closeout	Jason Kintner/Rona Lin
--	AB xxxx: 2020 Water System Improvements (SE 34th St & 78th Ave SE) Project Closeout	Jason Kintner/Rona Lin
--	AB xxxx: 2021 Water System Improvements (82nd Ave SE & SE 24th St) Project Closeout	Jason Kintner/Rona Lin
	AB xxxx: Public Display of Fireworks Permit Approval- Summer Celebration	Jeromy Hicks/ Doug McDonald
REGULAR BUSINESS		
30	AB xxxx: 2022 Board & Commission Annual Appointments (Res. No. xxxx)	Mayor Nice/Deputy Mayor Rosenbaum/Andrea Larson
30	AB xxxx: First Quarter 2022 Financial Status Update & 2021-2022 Budget Amendments	Matt Mornick/Ben Schumacher
30	AB xxxx: Transportation Impact Fee Rate Update (First Reading Ord No. 22C-xx) (Tentative)	Jeff Thomas/Alison Van Gorp
30	AB xxxx: Parks Impact Fee Rate Update (First Reading Ord. No. 22C-xx) (Tentative)	Jeff Thomas/Alison Van Gorp
15	AB xxxx: Check-in on Community Conversations Series	Jessi Bon/Merrill Thomas-Schadt
30	AB xxxx: Bike Skills Area (Tentative)	Jason Kintner/Alaine Sommargren
EXECUTIVE SESSION		

JUNE 7, 2022		DD	FN	CA	Clerk	CM
ABSENCES:		5/27	5/30	5/30	5/31	5/31
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
30	AB xxxx: ARCH Briefing (Tentative)			Jeff Thomas/Alison Van Gorp		
30	AB xxxx: Housing Needs Assessment Briefing (Tentative)			Jeff Thomas/Alison Van Gorp/Adam Zack		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Transportation Impact Fee Rate Update (Second Reading Ord. No. 22C-xx)			Jeff Thomas/Alison Van Gorp		
--	AB xxxx: Parks Impact Fee Rate Update (Second Reading Ord. No. 22C-xx)			Jeff Thomas/Alison Van Gorp		
--	AB xxxx: Authorizing Grant Application(s) to RCO for Luther Burbank Park Waterfront improvements (Res. No. xxxx)			Jason Kintner/Paul West		
--	AB xxxx: Water Meter Replacement Program Bid Award			Jason Kintner/Allen Hunter		
--	AB xxxx: 77th Ave SE & Sunset Hwy Intersection Improvements Bid Award			Jason Kintner/Lia Klein		
REGULAR BUSINESS						
45	AB xxxx: 2022 Community Survey Results (tentative)			Ali Spietz/Mason Luvera		
30	AB xxxx: Interlocal Agreement with the Mercer Island School District for Field Maintenance (Tentative)			Jason Kintner		

15	AB xxxx: Healthy Youth Initiative Update	Ali Spietz/Tambi Cork
15	AB xxxx: Adoption of 2023-2028 Six-Year Transportation Improvement Program (Public Hearing continued from May 3 Meeting and Adoption).	Jason Kintner/Patrick Yamashita
30	AB xxxx: Permit Types and Noticing Code Amendments (Second Reading Ord. No. 22C-xx)	Jeff Thomas/Alison Van Gorp/Adam Zack
EXECUTIVE SESSION		

JUNE 21, 2022		DD	FN	CA	Clerk	CM
ABSENCES:		6/10	6/13	6/13	6/14	6/14
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	Interlocal Agreement with MISD for School Mental Health Counselors			Ali Spietz/Tambi Cork		
REGULAR BUSINESS						
60	AB xxxx: Town Center Parking Study Presentation (Tentative – July 19 as alternate)			Sarah Bluvas/Jason Kintner/ Jeff Thomas/Ed Holmes		
45	AB xxxx: State Mandated Code Amendments (First Reading Ord. No 22C-xx)			Jeff Thomas/Alison Van Gorp/Eileen Kieffer		
EXECUTIVE SESSION						

JULY 5, 2022		DD	FN	CA	Clerk	CM
ABSENCES:		6/24	6/27	6/27	6/28	6/28
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Parks and Recreation Month, Proclamation No. xxx			Jason Kintner/Ryan Daly		
REGULAR BUSINESS						
45	AB xxxx: Town Center Code Amendments (Fourth Reading)			Jeff Thomas/Sarah Bluvas		
30	AB xxxx: Aubrey Davis Trail Safety Improvements – 30% Design			Jason Kintner/Paul West		
EXECUTIVE SESSION						

JULY 19, 2022		DD	FN	CA	Clerk	CM
ABSENCES:		7/8	7/11	7/11	7/12	7/12

ITEM TYPE TIME TOPIC		STAFF
STUDY SESSION		
60	AB xxxx: YFS School-Based Programming Update	Ali Spietz/Tambi Cork
SPECIAL BUSINESS		
CONSENT AGENDA		
REGULAR BUSINESS		
60	AB xxxx: Town Center Parking Study Presentation 2 (Tentative – June 21 as alternate)	Sarah Bluvas/Jason Kintner/ Jeff Thomas/Ed Holmes
30	AB xxxx: State Mandated Code Amendments (Second Reading Ord. No. 22C-xx)	Jeff Thomas/Alison Van Gorp/Eileen Kieffer
EXECUTIVE SESSION		