



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5547
April 30, 2019
Study Session

Table with 3 columns: Title (MERCER ISLAND TRANSIT INTERCHANGE AND KING COUNTY METRO CONCURRENCE WITH ST SETTLEMENT AGREEMENT), Action (Receive KPG review of the Mercer Island Transit Interchange Operational and Configuration Study and provide feedback on a preferred configuration..), and Action Options (Discussion Only, Motion, Ordinance, Resolution).

Table with 2 columns: Department/Council Liaison/Exhibits/Priority/Approved By City Manager and corresponding details (City Manager (Kirsten Taylor), n/a, list of 4 exhibits, 2019-2020 City Council Priority: 2. Prepare for Light Rail and Improve Mobility).

Table with 3 columns: Financial Category (AMOUNT OF EXPENDITURE, AMOUNT BUDGETED, APPROPRIATION REQUIRED), Currency (\$), and Value (n/a).

SUMMARY

Council requested additional information and analysis of Sound Transit’s Mercer Island Transit Interchange Operational and Configuration Study (“Study”) following the March 19, 2019 Study Session with Sound Transit and King County Metro staff.

BACKGROUND

The City continues to make progress implementing the Settlement Agreement between the City of Mercer Island (City) and Sound Transit (ST) for the East Link Project. At the March 19, 2019 Study Session, Sound Transit, King County Metro (Metro) and City staff jointly provided updates on East Link Construction and Settlement Agreement progress.

The Study was commissioned by Sound Transit and addresses Section 4, Bus/Rail Integration, of the Settlement Agreement (see Exhibit 2), which requires King County Metro concurrence with the implementation of the 77th Avenue SE Configuration based on Metro's current and future operational needs. Since the Settlement Agreement was finalized without Metro at the table, Sound Transit and the City are required to work collaboratively with Metro to obtain its concurrence.

IMPLEMENTING THE 77TH AVE SE CONFIGURATION

The Settlement Agreement states that the transit interchange will be based on the 77th Avenue SE Configuration from the 2017 SEPA Addendum to the East Link FEIS, and **not** the 80th Avenue SE Configuration. One main objective of the negotiations was to ensure that the configuration identified in the 2017 SEPA Addendum to the East Link FEIS as Sound Transit's and Metro's preferred alternative (80th Avenue SE) was not going to be constructed.

With the above context in mind, and in efforts to study and identify bus/rail integration opportunities for Mercer Island, all three agencies (City, ST, and Metro) created a joint list of goals and objectives for a future transit interchange. The future transit interchange will be based on the 77th Avenue SE Configuration and will satisfy the key tenets of the Settlement Agreement, including:

- Roundabout at North Mercer Way and 77th Avenue SE, and no substantial bus operations/layovers along 80th Avenue;
- Future bus volumes less than existing bus volumes;
- No routing of regional buses through Mercer Island Town Center;
- Limited occurrences of long bus layovers; and
- No bus idling.

OPERATIONAL AND CONFIGURATION STUDY PREFERRED OPTION

Sound Transit commissioned the Study to consider three potential transit interchange configuration options. All three of these configurations were developed with the intent of providing a bus/rail interchange that satisfies the Settlement Agreement; however, only the Improved and Optimal configurations meet Metro's operational needs.

Through the Study, the City, ST, and Metro agreed to evaluate how effectively each potential configuration creates a multi-modal transit interchange based on the following set of goals:

- Creates a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient;
- Minimizes transfer walk distance and number of street crossings for bus/rail transfers;
- Is ready for operation when the East Link light rail service begins in 2023;
- Creates a cost-effective design that represents a transparent and appropriate use of public funds;
- Maximizes benefits to Mercer Island residents and local employers;
- Minimizes potential overall property impacts and local community access impacts and maintains through-vehicular traffic on the 80th Avenue SE bridge crossing;
- Provides excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations; and
- Limits diesel idling and limits regional bus circulation through the Town Center.

For a detailed evaluation of how each of the proposed refinements to the Settlement Agreement satisfy the identified goals and objectives, see Exhibit 1, pp. 25-26, Table 3: Project Goals and Objectives Evaluation.

Importantly, each configuration identified in the Study will result in lower bus volumes than the numbers operating today, an acknowledgement of the City's stated desire to limit regional transit service on Mercer Island. Each configuration will include a new roundabout at North Mercer Way and 77th Avenue SE,

resulting in the need for property acquisition and at least some refinement of the Settlement Agreement. Bus stops and layover areas only vary in their number, and anticipated bus circulation patterns are identical. Today, there are over 30 buses per hour serving Mercer Island from off-Island locations during peak commuter periods. These buses start or end their routes in Seattle and include a stop at the Mercer Island Park and Ride facility. Bus volumes from off-Island locations will decrease when East Link light rail opens, and buses no longer stop on the way to or from Seattle. Bus service from off-island locations is anticipated at about 20 buses per hour during peak commuter periods.

In 2021, roughly 18-24 months before East Link opens, Metro will lead an extensive public engagement and planning process that will give Mercer Island the opportunity to provide input and feedback on transit services and routing when East Link opens. This process will guide Metro's decisions about transit service for Eastside cities not served by light rail and local service, including Route 204, Route 630, and other transit and mobility services on Mercer Island. In preparation for the transition to East Link light rail services, ST and Metro have necessarily begun the planning process to evaluate how future bus routes will integrate with the future Mercer Island light rail station.

The configuration differences are most pronounced in terms of the quality of bus transit service that Metro is capable of providing to current and future Mercer Island residents, employees, and businesses, and the entire region.

Mercer Island is a critical transit interchange for the following reasons:

- Current and future Mercer Island residents, employees, and businesses will rely on connections that will not be served by East Link.
- Mercer Island is already a key destination with 150 to 175 daily trips originating or ending at Mercer Island to/from areas that will not be served by East Link.
- Mercer Island is the fastest, most logical, intuitive, and attractive location to connect to East Link for transit customers traveling along the I-90 corridor to/from points east of Mercer Island.
- Terminating routes at Mercer Island is the most efficient use of Metro resources (buses and operational hours) and offers the best opportunity to allow expansions of local connections.

COUNCIL QUESTIONS AND FAQs

City Council engaged in an extensive question and answer period during the March 19, 2019 Study Session. Exhibit 3 is a comprehensive list of questions asked by councilmembers with responses provided by ST and Metro. Prior to the Study Session, an extensive list of Frequently Asked Questions (FAQs) was developed (see Exhibit 4). Go to the public engagement website ***Let's Talk Mercer Island*** at <https://letstalk.mercergov.org/Transit-Interchange> to see more information about the Study, review extensive FAQs, and ask a question or leave a comment.

KPG ANALYSIS OF STUDY AND ADDITIONAL RECOMMENDATIONS

KPG, the City's on-call traffic engineering firm, reviewed the Study and will present their findings at the Study Session on Tuesday night. KPG's review did not identify inaccuracies in the study's findings. They noted that there is inverse relationship between the number of buses and the number of passenger vehicles – more buses using the interchange is associated with fewer passenger vehicles entering Mercer Island. In addition, they noted that there are no safety issues with the proposed roundabout at 77th Ave SE/North Mercer Way or proposed bus layover space on the north side of North Mercer Way.

In addition, KPG recommends the following Mercer Island Light Rail Station access improvements.

Pedestrian and Bicycle Improvements

- Sunset Highway and 77th Avenue SE Intersection – A long-term solution could be to install a roundabout, traffic signal, rectangular rapid flashing beacon (RRFB) system, or other urban design

type intersection improvements to enhance/facilitate pedestrian and bicycle crossings and vehicular circulation. Further evaluation and design are needed. A project with preliminary design beginning in 2020, final design in 2021 and construction in 2022 is proposed for consideration during the upcoming Transportation Improvement Program (TIP) process.

- Access to Southbound Bike Lane on 77th Avenue SE – The roundabout design at North Mercer Way and 77th Avenue SE should include a connection between the I-90 Trail and the southbound bike lane on 77th Avenue SE. Also, the station design should include a clear connection to the southbound bike lane on 77th Avenue SE. 77th Avenue SE is the primary north-south bicycle route through the Town Center. The City of Mercer Island Pedestrian and Bicycle Facilities Plan identifies north-south bicycle lanes on 77th Avenue SE between North Mercer Way and SE 27th Street as Project N13.

Signal Phasing Improvements for Pedestrians

- N Mercer Way and 80th Street Intersection – With the current signal phasing, northbound left turning vehicles are permitted to turn left during the pedestrian crossing phase when there is a gap in southbound traffic and pedestrians. This improvement would restrict northbound left turns when the pedestrian crossing phase is activated. This will result in a minor increase in vehicle delays but reduce the potential for collisions between left turning vehicles and pedestrians. Also, change the northbound left turn signal indicator from a green ball to flashing yellow arrow
- N Mercer Way/ I-90 WB Off-Ramp and Island Crest Way Intersection – Same as previous, coordinate with WSDOT to revise the signal phasing so that when there is a pedestrian call on the west leg, the northbound left turn will be restricted. Also, change northbound left turn signal indicator from green ball to flashing yellow arrow. The flashing yellow arrow treatment will be consistent with the adjacent Island Crest Way signals at SE 27th Street and SE 28th Street. This signal phasing change will reduce the potential for vehicle-pedestrian collisions and vehicle-vehicle collisions. This will likely require the replacement of the signal pole and mast arm for northbound traffic.
- SE 27th Street and 77th Avenue SE Intersection - Change the northbound and southbound left turn phasing from protected-permissive to protected only. This will reduce the potential for collisions between left turning vehicles and pedestrians, and between vehicles and vehicles. Also, add a 4 second lead pedestrian interval for eastbound and westbound pedestrian calls. This will give the pedestrians a head start to enter the intersection and increase pedestrian visibility and likelihood of turning vehicles yielding to pedestrians.
- SE 27th Street/78th Avenue SE Intersection – add a 4 second lead pedestrian interval for all four crosswalks when there is a pedestrian call.

NEXT STEPS

Staff seeks direction from Council on a preferred configuration to achieve King County Metro's concurrence, with either the Improved or Optimal configuration, as required in Section 4, Bus/Rail Integration, of the Settlement Agreement. The City Attorney's Office will work with Sound Transit's Legal Department to memorialize the Council's preference.

RECOMMENDATION

Senior Program Manager

No action required. Receive KPG analysis of Mercer Island Transit Interchange Study and recommendations including pedestrian and bicycle access improvements near or at the station and provide feedback on a preferred configuration as between the Improved or Optimal configuration.

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MERCER ISLAND TRANSIT INTERCHANGE Operational and Configuration Study

Submitted by:

March 2019



MERCER ISLAND TRANSIT INTERCHANGE

Operational and Configuration Study

PREPARED FOR:
SOUND TRANSIT

PREPARED BY:
DAVID EVANS AND ASSOCIATES, INC.

MARCH 2019

TABLE OF CONTENTS

INTRODUCTION/PROJECT OVERVIEW	1
OVERVIEW OF TASKS	1
PROJECT LOCATION	1
BACKGROUND/PURPOSE STATEMENT	1
PROJECT GOALS AND OBJECTIVES	3
EXISTING CONDITIONS	4
TRANSIT SERVICE AREA/EXISTING TRANSIT SERVICE	4
ROUTES CURRENTLY SERVING MERCER ISLAND	4
FREQUENCY OF SERVICE AND SCHEDULING	5
EXISTING TRANSIT INFRASTRUCTURE	6
PARK AND RIDE AND PICK-UP/DROP-OFF AREAS	7
ADJACENT STREET NETWORK	7
ANALYSIS OF THE MODIFIED 77TH AVENUE SE CONFIGURATION	8
DOCUMENTATION REVIEW	9
PREVIOUS ANALYTICAL STUDIES	9
ENVIRONMENTAL REVIEW AND COMPLIANCE	10
REFINEMENTS TO THE MODIFIED 77TH AVENUE SE CONFIGURATION	10
LIMITED SERVICE CONFIGURATION	10
IMPROVED SERVICE CONFIGURATION	13
OPTIMAL SERVICE CONFIGURATION	14
POINTS OF ANALYSES AND EVALUATION	15
METHODOLOGY	15
IDENTIFIED GOALS AND OBJECTIVES	15
GOALS AND OBJECTIVES EVALUATION	19
CONCLUSION AND RECOMMENDATION	22
ANALYSES RESULTS	22
RECOMMENDATION	23
APPENDICES	
APPENDIX A: BUS ROUTES	
APPENDIX B: PROPOSED 77TH AVENUE SE ROUNDABOUT—CONCEPTUAL DESIGN	
APPENDIX C: KCM ASSESSMENT OF SETTLEMENT AGREEMENT RESTRICTIONS	

TABLES

Table 1: Existing Transit Service Serving Mercer Island P&R 5
Table 2: Existing and Proposed Curb Space Configurations 12
Table 3: Project Goals and Objectives Evaluation..... 20

FIGURES

Figure 1: Vicinity Map 2
Figure 2: Existing Transit Routing..... 5
Figure 3: Existing Transit Facilities 7
Figure 4: Anticipated Future Bus Routing on Mercer Island per the Settlement Agreement 9
Figure 5: Limited Service Configuration 12
Figure 6: Improved Service Configuration 14
Figure 7: Optimal Service Configuration 15

ACRONYMS

FEIS	Final Environmental Impact Statement
HOV	High occupancy vehicle
I-90	Interstate 90
KCM	King County Metro
P&R	Park and Ride
SEPA	State Environmental Policy Act
WSDOT	Washington State Department of Transportation

INTRODUCTION/PROJECT OVERVIEW

Overview of Tasks

David Evans and Associates, Inc. has been contracted by Sound Transit to provide an Operations and Configuration Study for transportation improvements on Mercer Island. This study is intended to provide the necessary analysis to identify a preferred alternative that addresses needs and goals of Sound Transit, the City of Mercer Island, and King County Metro (KCM or Metro). Below is a summary of the pertinent project information and team.

Name of Project:	Mercer Island Transit Interchange: Operational and Configuration Study
Project Sponsor:	Sound Transit
Analysis Consultant:	David Evans and Associates, Inc. 14432 SE Eastgate Way, Suite 400 Bellevue, WA 98007

Project Location

The City of Mercer Island is located on an island, sharing the same name, between the urban western Washington cities of Seattle (to the west) and Bellevue (to the east). Mercer Island is bounded by Lake Washington and bisected at the northern end of the island by Interstate 90 (I-90). Although the island is primarily residential, there are many amenities including local and regional trails, commercial and retail areas, local and regional parks and beaches, and transit facilities. The areas adjacent to the I-90 corridor boast commercial and central business districts, parks, freeway lids, the Mercer Island Park and Ride (P&R), and future Mercer Island Link Light Rail station/system in between the eastbound and westbound I-90 travel lanes.

This analysis focuses on transit interchange integration within this I-90 corridor, and the adjacent amenities, Central Business District, and the Mercer Island Park and Ride (P&R). This project’s scope focuses on the local roadways adjacent to I-90 including North Mercer Way, 77th Avenue SE, and 80th Avenue SE. A vicinity map of the project area is shown in **Figure 1**.

Background/Purpose Statement

As part of the Settlement Agreement between the City of Mercer Island and Sound Transit for the East Link Project, both parties agreed to work jointly in implementing a modified 77th Avenue SE Configuration of the proposed bus/rail transit integration facility identified in the *2017 State Environmental Policy Act (SEPA) Addendum to the East Link Extension Final Environmental Impact Statement (FEIS)*. While the City of Mercer Island and Sound Transit are the sole signatories, the agreement states that the 77th Avenue SE Configuration cannot be implemented without Metro’s concurrence.

KCM has raised concerns regarding the 77th Avenue SE Configuration modifications that would create significant tradeoffs and **negatively impact current and future Mercer Island residents and businesses**. The negative impacts include:

- Transfer times between bus and rail would be longer and more unpredictable because KCM would not be able to schedule buses to meet the trains.

- Reduction in connectivity for Mercer Island residents and employees to Link and inter-jurisdiction connections between Mercer Island, Eastgate/Factoria, Issaquah, Issaquah Highlands, Southeast Redmond, Sammamish, and North Bend. Public outreach to these communities would be required.
- Less ability to connect between bus and rail along the East Link line will result in more customers from the greater Eastside and I-90 corridor driving to Mercer Island to park, rather than taking bus service from their origin.
- Displaced layover and higher operational cost will require revising the METRO CONNECTS network, potentially calling into question assumptions for service on Mercer Island and the broader Eastside.

All three agencies—in consultation with the Washington State Department of Transportation (WSDOT)—have collaborated in an effort to study and identify bus/rail integration opportunities on Mercer Island. This study will identify the best approach for implementing a successful bus/rail transit interchange that will greatly support the City’s commitment to sustainability and livability by reducing Greenhouse Gas (GHG) emissions in the City and region (Goal 3 of the 2018-2019 Mercer Island City Council Goals).



Figure 1: Vicinity Map

Project Goals and Objectives

Sound Transit, the City of Mercer Island, and KCM have agreed that potential configurations are to be evaluated on how each satisfies the following set of goals and objectives with the purpose of creating a multi-modal transit interchange that:

- Creates a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient;
- Minimize transfer walk distance and number of street crossings for bus/rail transfers;
- Ready for operation when the East Link light rail service begins in 2023;
- A cost-effective design that represents a transparent and appropriate use of public funds;
- Maximizes benefits to Mercer Island residents and local employers;
- Minimizes potential overall property impacts and local community access impacts and maintains through-vehicular traffic on the 80th Avenue SE bridge crossing;
- Provides excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations; and
- Limits diesel idling and limits regional bus circulation through the town center.

These goals and objectives were used to evaluate various potential refinements to the 77th Avenue SE Configuration, as discussed below.

EXISTING CONDITIONS

The existing conditions present the current transit routing, service, infrastructure, facilities, and the connecting roadway network. These sections shall be used as a baseline for what services occur prior to any improvements, including East Link light rail service.

Transit Service Area/Existing Transit Service

Routes Currently Serving Mercer Island

Mercer Island is served by two separate transit authorities, Sound Transit and KCM. Each authority has a number of routes with a pair of stops along North Mercer Way adjacent to the future light rail station, with access points on both the north and south side of the street.

Sound Transit currently offers the following transit routes and services:

- Route 550 – Bellevue to Seattle [stops on both the north side and south side of North Mercer Way]
- Route 554 – Issaquah to Seattle [stops on both the north side and south side of North Mercer Way]

KCM currently offers the following transit routes and services:

- Route 201 – South Mercer Island to Mercer Island P&R [stops on both the north side and south side of North Mercer Way]
 - KCM has identified that this route will be deleted in March of 2019
- Route 204 – South Mercer Island to Mercer Island P&R [stops on both the north side and south side of North Mercer Way]
 - KCM has identified that starting in March 2019, Route 204 is being converted to the KCM Dial-A-Ride Transit (DART) service and is gaining Saturday services, which the existing route does not include.
- Route 216 – Bear Creek P&R to Issaquah to Downtown Seattle [stops on both the north side and south side of North Mercer Way]
- Route 630 (Community Shuttle) – Mercer Island to Downtown Seattle [stops on both the north side and south side of North Mercer Way]. Route 630 also offers variable routing service on a portion of Mercer Island on Monday through Friday, 6:00 AM – 8:15 AM and 4:45 PM to 7:15 PM.
- Route 892 – Mercer Island to Mercer Island High School [stops on the south side of North Mercer Way]
- Route 981 – Lakeside (Haller Lake) to Mercer Island P&R [stops on the north side of North Mercer Way]. This route only operates when Lakeside School is in session.
- Route 989 – Factoria to Lakeside (Haller Lake) to Evergreen School [stops on both the north side and south side of North Mercer Way]

Refer to **Appendix A** for route information for each of the routes currently served by Sound Transit and KCM.

Figure 2 is a representation of existing bus routing in the immediate vicinity of the future light rail station.

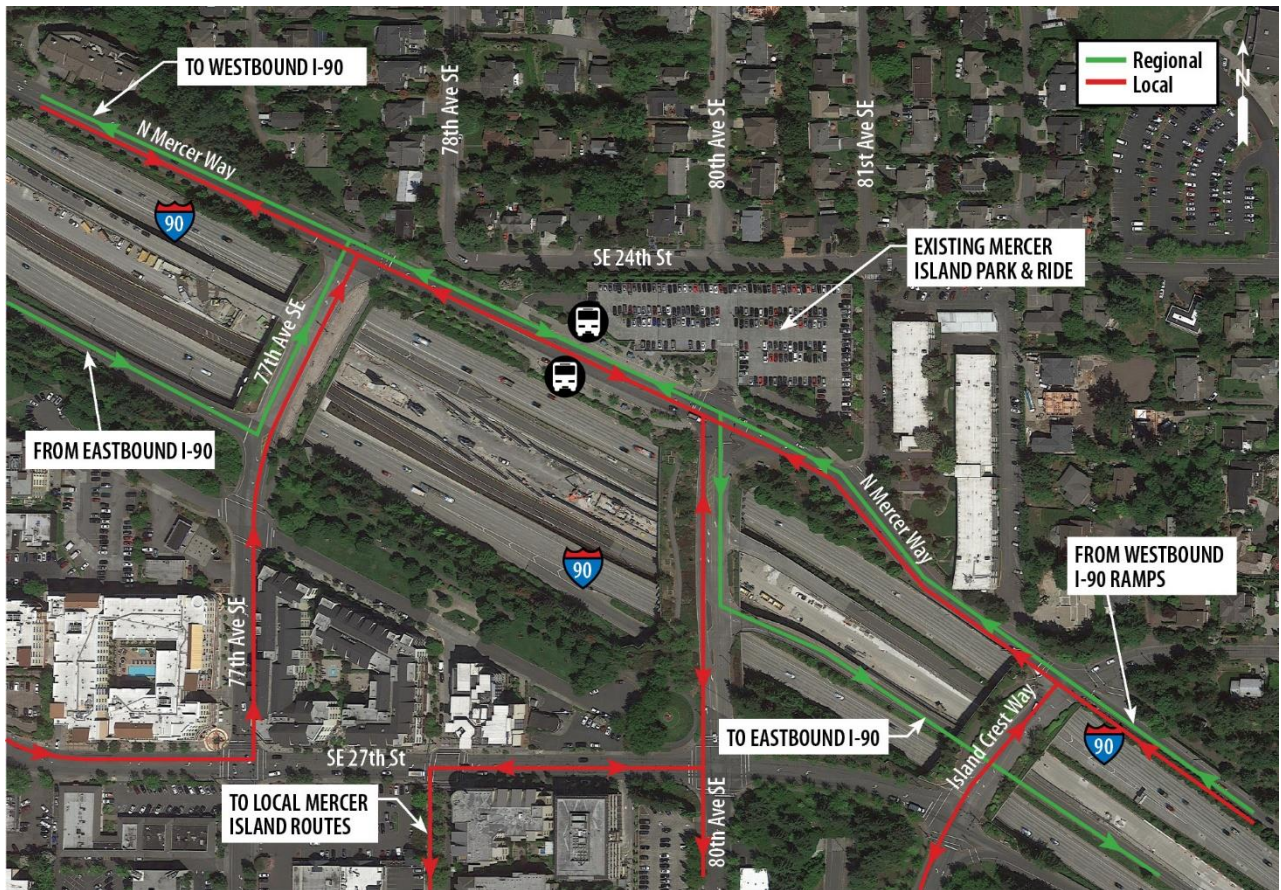


Figure 2: Existing Transit Routing

Frequency of Service and Scheduling

Frequency of service and timing is dependent on each of the routes servicing the Mercer Island P&R and the associated stops along North Mercer Way. Basic scheduling and stops for each of the existing services, based on arrival/departure times, but not including any special scheduling or missed/adjusted routes and stops, are illustrated in **Table 1**. All counts and times are based on the arrival/departure at the respective Mercer Island P&R stop.

Table 1: Existing Transit Service Serving Mercer Island P&R

Route No.	Direction	First Departure	Last Departure	Weekday AM Peak/ Total AM Trips*	Weekday PM Peak/ Total PM Trips*	Total Route Daily Trips
ST Route 550	EB	5:16 AM	12:14 AM	5/29	12/62	179
	WB	5:12 AM	12:33 AM	12/44	6/44	
ST Route 554	EB	5:40 AM	12:21 AM	3/15	5/28	87
	WB	4:43 AM	11:17 PM	4/23	3/21	
KCM Route 201	NB	7:20 AM	7:59 AM	2/2	-	3
	SB	6:26 PM	6:26 PM	-	1/1	
KCM Route 204	EB	6:23 AM	7:03 PM	2/8	2/9	35
	WB	6:08 AM	6:43 PM	2/9	2/9	

Route No.	Direction	First Departure	Last Departure	Weekday AM Peak/ Total AM Trips*	Weekday PM Peak/ Total PM Trips*	Total Route Daily Trips
KCM Route 216	WB	6:28 AM	9:07 AM	2/6	-	14
	EB	3:38 PM	6:35 PM	-	3/8	
KCM Route 630 (Community Shuttle)	WB	6:18 AM	8:22 AM	2/5	-	10
	EB	4:40 PM	7:10 PM	-	2/5	
KCM Route 892	SB	7:27 AM	7:27 AM	1/1	-	2
	NB	3:36 PM	3:36 PM	-	1/1	
KCM Route 981	SB	7:22 PM	7:22 PM	-	1/1	1
KCM Route 989	NB	7:07 AM	7:07 AM	1/1	-	2
	SB	4:18 PM	4:18 PM	-	1/1	
Totals				36/143	39/190	333

* Total AM and PM Trips represent the number of trips during the peak (1) hour during each peak period.

Currently, ST Express Bus Routes (550 and 554) comprise approximately half of bus service on Mercer Island during the AM and PM peak periods. Per **Table 1** above, ST Routes account for 18 AM and 17 PM peak hour bus trips, approximately 50 and 44 percent of total peak hour bus trips in each AM and PM peak hour, respectively. By comparison, the seven (7) KCM Bus Routes account for 18 and 22 bus trips in the AM and PM peak hours, respectively. In the AM peak, westbound (to Seattle) trips outnumber eastbound (to other Eastside communities) approximately 2 to 1; during the PM peak, the reverse is true. During the AM peak, the bus stops on the north side of North Mercer Way are busiest, with buses exiting on the westbound I-90 HOV off-ramp at 80th Avenue SE and traveling west on North Mercer Way before returning to westbound I-90 at 76th Avenue SE. Based on the current schedule, approximately one bus (ST or KCM) arrives to North Mercer Way every 2 minutes during both the AM and PM, and although it is not uncommon for two buses to arrive at the same time, it is rare for more than 3 buses to be operating at bus stops on both sides of North Mercer Way simultaneously.

Starting in March 2019, Route 201 is being deleted, and Route 204 is being converted to Dial-A-Ride Transit (DART) and gaining Saturday service. DART is a fixed-route transit service that typically operates in suburban communities via smaller transit vehicles. In addition to operating on a fixed route according to a regular schedule, DART offers the flexibility to make minor route variations to pick-up and drop-off passengers within a defined service area during non-peak hours. As a result of this change, Mercer Island can expect to see fewer 40-foot coaches and more of the smaller shuttles, similar to the existing Route 630 vehicles.

Existing Transit Infrastructure

Existing transit infrastructure accommodates current local and regional transit services, primarily to serve Mercer Island commuters who park at the Mercer Island Park & Ride (P&R) at North Mercer Way and 80th Avenue SE and board ST and KCM buses at bus stops on both sides of North Mercer Way. **Figure 3** below shows the existing Mercer Island P&R and pick-up/drop-off facilities, along with the local roadway network.

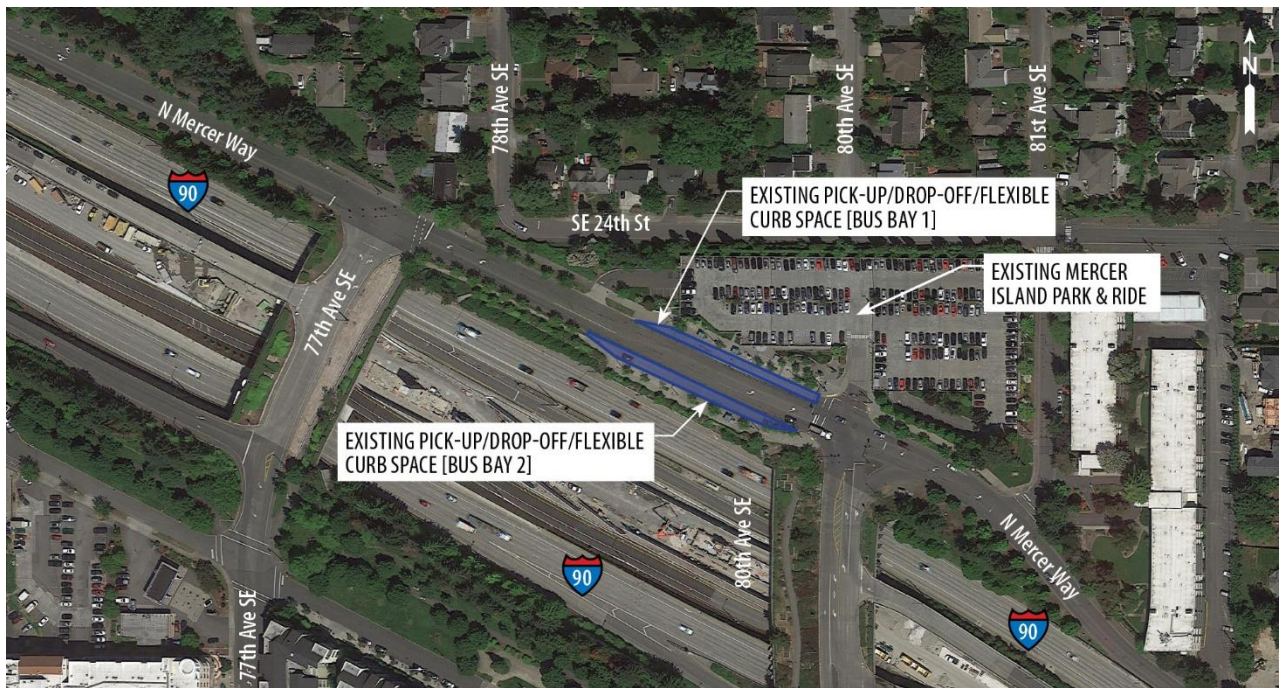


Figure 3: Existing Transit Facilities

Park and Ride and Pick-Up/Drop-Off Areas

Sound Transit owns and operates the Mercer Island P&R located at 8000 North Mercer Way on the north side of North Mercer Way at 80th Avenue SE, conveniently located between I-90 access points at 76th Avenue SE (westbound) and Island Crest Way (eastbound) and a short distance from the Mercer Island Town Center. The facility is a two-level parking garage structure with 447 parking stalls, 16 bicycle lockers, plus surface racks. The Mercer Island P&R is lighted and has emergency phone stations.

The site is accessed by two separate driveways along North Mercer Way—the main entrance at the intersection of North Mercer Way and 80th Avenue SE, and the secondary entrance is about 360 feet northwest. The main entrance provides a direct connection to the upper level of parking structure while the secondary access goes to the lower level.

Along North Mercer Way (both the north side and south side; west of the main entrance intersection) are the transit center’s roadside bus bays along with concrete sidewalks, curb access to transit, shelters, illumination, trash receptacles, wayfinding and transit route signage, and a signalized pedestrian crossing at 80th Avenue SE. There is roughly 225 feet of bus bay pick-up and drop-off space on both sides of North Mercer Way. There are no separate layover areas in the existing condition, as bus layover operations occur within the existing pick-up and drop-off areas.

Adjacent Street Network

North Mercer Way is a three-lane Urban Major Collector with curb, gutter, sidewalk, planter areas, and I-90 trail amenities. The speed limit in the project vicinity varies from 25 to 30 miles per hour. There are traffic signals along North Mercer Way, in particular at 77th Avenue SE, 80th Avenue SE and Island Crest Way. Outside of the areas adjacent to the Mercer Island P&R, only intermittent street lighting is provided.

ANALYSIS OF THE MODIFIED 77TH AVENUE SE CONFIGURATION

Per the November 2017 Settlement Agreement, both Sound Transit and the City of Mercer Island agreed to collaborate on bus-rail integration design that would improve transit integration between the existing Mercer Island P&R and the future East Link light rail station—to be located at grade within the I-90 freeway elevation between the 77th Avenue SE and 80th Avenue SE overpasses—and will include a new roundabout at the intersection of 77th Avenue SE and North Mercer Way (see **Appendix B**). This future transit interchange will become important for future commuters, Mercer Island residents, and Mercer Island employers, as it will become a key transfer point for Metro buses to/from Eastside communities not immediately served by East Link (East Link will serve both Bellevue and Redmond). It is anticipated that ST Express Bus routes currently serving Mercer Island will either be eliminated (ST Route 550) or terminate/truncate at South Bellevue (ST Route 554). This is a critical connection for the following reasons:

- Current and future Mercer Island residents, employees, and businesses will rely on connections that will not be served by East Link.
- Mercer Island is already a key destination with 150 to 175 daily trips originating or ending at Mercer Island to/from areas that will not be served by East Link.
- Mercer Island is the fastest, most logical, intuitive, and attractive location to connect to Link for transit customers traveling along the I-90 corridor to/from points east of Mercer Island.
- Terminating routes at Mercer Island East Link light rail station is the most efficient use of Metro resources (buses and operational hours) and offers the best opportunity to allow expansions of local connections.

The remainder of this report identifies key modifications to the 77th Avenue SE Configuration that limit KCM's ability to provide the best level of service for current and future Mercer Island residents, employees, and businesses. The report will analyze outcomes of three alternatives using the Project Goals and Objectives as a guide. The estimated service levels indicated under each of the following scenarios are based on the modified 77th Avenue SE Configuration and initial assumptions that may vary based on further planning and design refinements. Each option's estimated future service levels are below KCM's preferred service levels and below existing service levels. **Figure 4** shows the anticipated routing of transit services once East Link light rail service becomes operational in 2023.

Most importantly, each of the configurations discussed below serve to implement the Settlement Agreement and will not result in a need to change or amend this agreement.



Figure 4: Anticipated Future Bus Routing on Mercer Island

Documentation Review

Previous Analytical Studies

The following analytical and reference documents/studies relating to transit connections on Mercer Island were reviewed prior to conducting this study:

- *East Link FEIS*, July 2011
- *East Link Extension – 2017 SEPA Addendum*, April 2017
- *Sound Transit East Link: Bus/LRT System Integration Study*, July 2014
- *Summary of Metro’s Needs at Mercer Island Transit Hub Memorandum*, June 2018
 - As part of the memo, review of the *Mercer Island Transit Center – 77th Ave Transit Facility Review*, May 2017
- Estimated inbound/outbound data provided by KCM, September 2018
- *City of Mercer Island Pedestrian and Bicycle Facilities Plan*, June 2010

It should be noted that the scope of several of the documents reviewed above are systemic in nature, where Mercer Island was discussed in a more regional context. It should also be noted that many of these previous

analytical studies covered a number of local transit interchange options, including baseline configurations at 77th Avenue SE and 80th Avenue SE (included in the *East Link FEIS*).

Environmental Review and Compliance

As noted above, both the *East Link FEIS* and the *SEPA Addendum* analyzed the potential environmental impacts of a number of local transit interchange options, including configurations focusing bus traffic along North Mercer Way to 77th Avenue SE or along 80th Avenue SE. Potential environmental impacts as a result of any of the options evaluated in this study were previously discussed and accounted for in previous environmental analyses and no additional environmental review is required.

Refinements to the Modified 77th Avenue SE Configuration

Limited Service Configuration

In addition to the FEIS Configuration, two configurations from the *2017 SEPA Addendum* were considered for transit integration when East Link service is in operation:

- 77th Avenue SE Configuration, and
- 80th Avenue SE Configuration.

As part of the Settlement Agreement, the Parties (Sound Transit and Mercer Island) agreed to implement the 77th Avenue SE Configuration, where buses would be routed in a counterclockwise direction along North Mercer Way and turn around at a new roundabout at North Mercer Way and 77th Avenue SE. The roundabout would allow for buses to make a full U-turn along North Mercer Way and eliminate any need for regional (I-90) buses to travel through the Town Center. It is anticipated that buses would connect through the transit interchange by departing I-90 from the westbound 80th Avenue SE high-occupancy vehicle (HOV) off-ramp and reconnecting on the eastbound 80th Avenue SE HOV on-ramp (as shown on **Figure 4**).

The Settlement Agreement included several modifications to the 77th Avenue SE Configuration, as originally depicted in the *2017 SEPA Addendum*, but allowed that “the Parties agree that the 77th Avenue SE Configuration cannot be implemented without King County Metro’s agreement” and “[t]he Parties will work collaboratively with King County Metro to obtain its concurrence where necessary and document such concurrence as appropriate.”

Metro has identified a number of operational modifications to the 77th Avenue SE Configuration that would result in negative impacts for current and future Mercer Island residents, employees, and businesses and the regional transit network, specifically:

Section 4.3(b) – Bus layover times are limited to no more than 15 minutes, and then only during the afternoon peak period (3:30 PM to 7:00 PM).

The opening of East Link service will necessitate a significant restructure of Metro’s bus service, including the ability for buses to layover and sync with Link service on Mercer Island. Mercer Island will become an important location for customers, including many Mercer Island residents and employees, to transfer between rail and bus service and connect to/from communities not served by East Link.

Layover limits have the most severe impact and could prohibit any level of service on Mercer Island, including local Mercer Island service. KCM cannot legally limit bus layover durations that conflict with labor contract requirements mandating operator rest periods. However, typical layover times are approximately 15 minutes,

so the majority of layovers would meet the intent of this layover limit. It is in KCM's interest to minimize the length of layover to the extent feasible in order to maximize its resources and provide the best level of service possible for the communities it serves.

Additionally, Metro would not be able to provide peak service to Mercer Island, or all-day on-island service, if layovers are limited to the afternoon peak period. Limiting bus layover times to fifteen (15) minutes, and only during the afternoon peak period, would eliminate the opportunity to provide coordinated bus-rail transfers on Mercer Island, including services for the on-island Mercer Island routes. In addition, KCM does not idle its buses during layover. KCM is also aggressively pursuing a zero-emissions fleet that should further mitigate any future concern regarding emissions during bus layovers.

Sections 4.2(a)/4.3(a) – All bus drop-off/pick-up, and layover areas – other than for local Mercer Island buses, as indicated in 4.2(1) – will be located on the south side of North Mercer Way.

These sections would significantly limit the capacity of future off-island service for Mercer Island residents, employees, and businesses connecting to/from East Link and other destinations on Mercer Island likely resulting in more single-occupant vehicle trips and greater traffic levels on Mercer Island. Moreover, less ability to connect between bus and rail along East Link will result in more customers from the greater Eastside and I-90 corridor driving to Mercer Island to park. This would also increase travel time for inbound customers as buses would route through the planned 77th Avenue SE roundabout before arriving at the pick-up/drop-off location.

Sections 4.2(a)/4.3(a) effectively limit bus operations to approximately 450 feet along the south side of North Mercer Way. While exact utilization of this space has not been determined, it would allow for a maximum of three layover bays along the south side of North Mercer Way and a single active bay that could accommodate up to two buses at once. For purposes of this analysis, KCM has assumed an average layover of 15 minutes for each bus. Under this assumption, this layout allows for a maximum of only 12 buses per hour serving the Link station, as shown in **Table 2** below. This level of service is much less than half of existing service levels and less than half of Metro's proposed 2025 service levels as outlined in METRO CONNECTS, equating to one bus every five minutes and a maximum of three buses laying over at any given time.

This configuration—which complies with all other conditions in the Settlement Agreement—is identified as the **Limited Service Configuration** and illustrated in **Figure 5**.

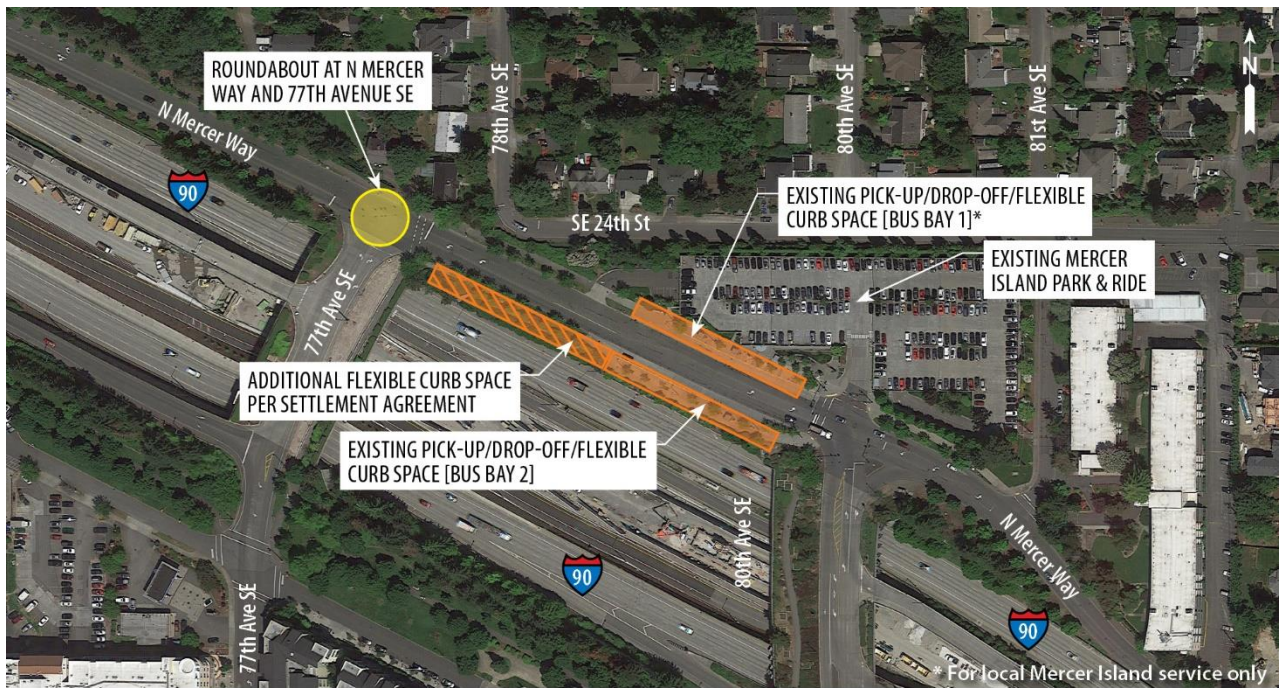


Figure 5: Limited Service Configuration

Table 2: Existing and Proposed Curb Space Configurations

Location	Pick-Up/Drop-Off Bays	Flexible/Layover Bays	Estimated Peak Hour Service
Existing Conditions and Existing Transit Service (Baseline Condition)			
N. Mercer Way (WB)	1 [See Note A.]	See below.*	
N. Mercer Way (EB)	1 [See Note A.]	See below.*	
80th Avenue SE (SB)	0	0	
Service Characteristics	*Sound Transit and KCM buses utilize bus bays on both sides of N. Mercer Way. KCM bus layover operations occur within this area.		36 AM and 39 PM peak hour trips, or one bus every 2 minutes
Limited Service Configuration			
N. Mercer Way (WB)	1 [local service only]	0	
N. Mercer Way (EB)	1 [same as existing]	Up to 3	
80th Avenue SE (SB)	0	0	
Service Characteristics	50+% reduction in bus volumes relative to existing condition.		12 AM and 12 PM, or one bus every 5 minutes
Improved Service Configuration			
N. Mercer Way (WB)	1 [same as existing]	1	
N. Mercer Way (EB)	1 [same as existing]	Up to 3	
80th Avenue SE (SB)	0	0	
Service Characteristics	50% reduction in bus volumes relative to existing condition.		16 AM and 16 PM, or one bus every 4 minutes

Optimal Service Configuration			
N. Mercer Way (WB)	1 [same as existing]	1	
N. Mercer Way (EB)	1 [same as existing]	Up to 3	
80th Avenue SE (SB)	1**	0	
Service Characteristics	50% reduction in bus volumes relative to existing condition. **80th Avenue SE pick-up/drop-off transit for local Mercer Island bus service only if requested by the City.		Up to 20 AM and up to 20 PM, or one bus every 3 minutes

NOTE

- A. Existing curb space along North Mercer Way is labeled as Bus Bay 1 (WB, north side) and Bus Bay 2 (EB, south side); however, each of these bays are approximately 225 feet in length and can accommodate up to 3 buses at once.

Improved Service Configuration

As part of the pre-analysis period, KCM provided a table (see **Appendix C**) outlining service challenges of several modifications to the 77th Avenue SE Configuration that need further refinement to provide adequate service for the community of Mercer Island and to meet Metro’s current and future operational needs. These include: (1) bus layover periods only in the afternoon peak period (3:30 PM – 7:00 PM); (2) limiting pick-up/drop-off areas on the south side of North Mercer Way; and (3) limiting specific bus layover times.

KCM has stated that permitting bus bays along both the north and south sides of North Mercer Way—a refinement of *Sections 4.2(a)/4.3(a)*—would enable better transit service to Mercer Island. This configuration—identified as the **Improved Service Configuration**—would include a footprint of approximately 370 feet along the north side of North Mercer Way, in addition to the 450 feet along the south side of North Mercer Way, building upon the Limited Service Configuration. This configuration would preserve the existing active bay space along the north side of North Mercer Way and provide additional flexible curb space, allowing for a moderate increase in service levels when compared to the previous scenario. Assuming an average layover time of 15 minutes, approximately 16 buses per hour could serve this transit interchange under this configuration, or approximately one bus roughly every 4 minutes (see **Table 2**). For reference, this volume of activity is still less than half of today’s frequency. A maximum of 4 buses could layover at any given time.

Additionally, outside the AM and PM peak periods, the newly-designated flexible curb space may also supplement the planned drop-off area to support the existing and future needs of innovative mobility options (such as commuter rideshare) that will serve to enhance access to and from this transit hub.

In summary, the **Improved Service Configuration** would maintain the existing pick-up/drop-off bays, provide room for no more than 3 layover spaces along the south side of North Mercer Way, and provide one additional layover space along the north side of North Mercer Way (see **Figure 6**). Bus routing and access—including the proposed roundabout at North Mercer Way and 77th Avenue SE—are identical to these attributes in the Limited Service Configuration.

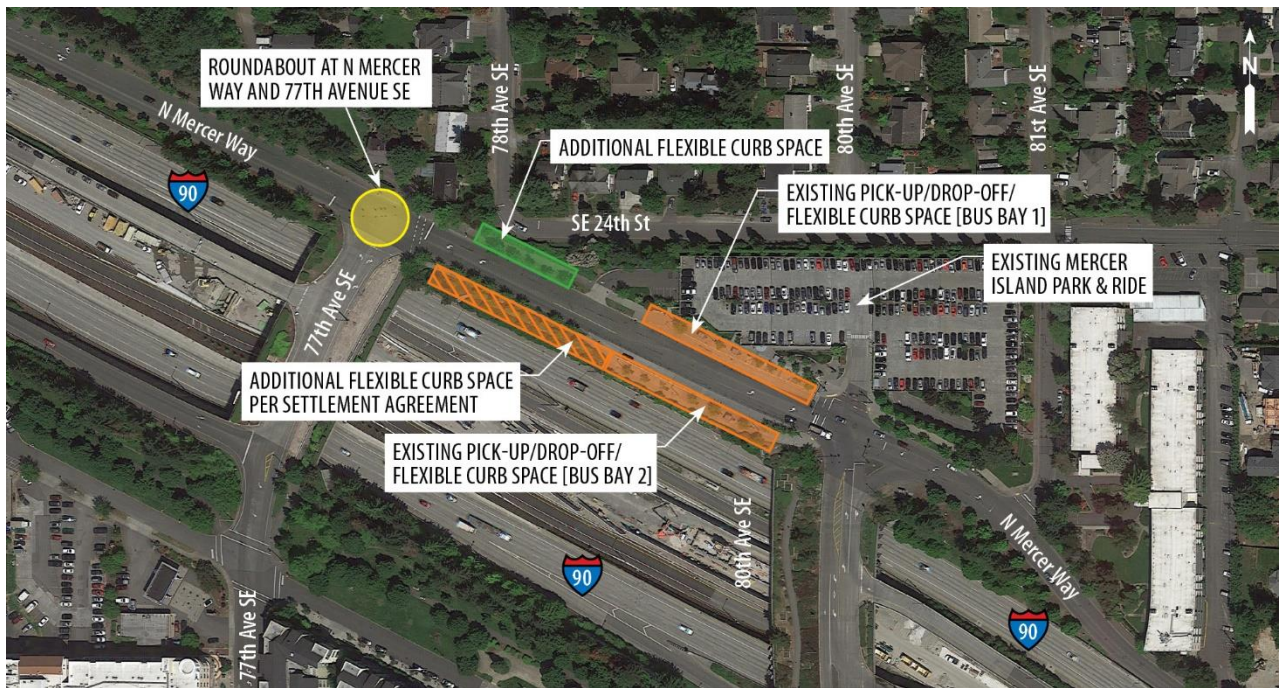


Figure 6: Improved Service Configuration

Optimal Service Configuration

The **Optimal Service Configuration** builds upon the Improved Service Configuration by adding a preferred pick-up/drop-off stop for local bus service along southbound 80th Avenue SE approximately 100 feet south of the Mercer Island light rail station’s east entrance. This stop would provide additional capacity and flexibility for Metro operations at this transit hub, and an ideal location for quick, convenient transfers for passengers between light rail and local bus service, and would only be included if requested by the City. This configuration would require a refinement of the first section of *Section 4.2(a)*, which states “[t]here will be no bus drop-off/pick-up or layover area on 80th Avenue SE”; this refinement is recommended to meet Metro’s current and future operational needs.

In summary, this configuration would allow for an additional bus stop for local bus service along southbound 80th Avenue SE and may provide room for one additional layover space along the south side of North Mercer Way, assuming some active bay capacity could be transferred to 80th Avenue SE (see **Figure 7**). Bus routing is essentially the same as the previous two configurations. Again, assuming an average of 15 minute layovers, up to 20 buses per hour could serve the new Link station under this configuration—still lower than existing bus frequency (see **Table 2**).



Figure 7: Optimal Service Configuration

Points of Analyses and Evaluation

Methodology

Sound Transit, Mercer Island, and KCM developed eight goals/objectives to establish the framework for determining which transit configuration best serves Mercer Island residents and other transit users. A description of the contributing factors—reflecting a wide range of considerations and influences—employed to evaluate the performance of each configuration as it pertains to the identified goals and objectives are discussed in detail below.

Identified Goals and Objectives

The eight identified goals and objectives (and their respective defining factors) developed to objectively evaluate each of the three design configurations are as follows:

Goal/Objective 1: *Create a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient.*

A seamless transfer experience for a bus-rail transfer patron should be effortless, direct, and quick. This effortless transfer experience starts with the distance proximity to/from pick-up and drop-off areas for both means of travel in which a patron must walk to. Bus stops located on the north side of North Mercer Way are the least seamless, as this requires transfer patrons to wait for traffic prior to crossing to the south side of the street towards the future Mercer Island light rail station, resulting in a less efficient transfer. Additionally, since the crossing is not covered, these patrons are exposed to the weather.

In addition to a direct and effortless link, rail/bus transfers must be plentiful to meet the user's needs. The transit services are configured based on the usage of transit routes and its ridership. If transfers are not readily available to necessary Eastside destinations (e.g., Bellevue, Issaquah, etc.), this lack of service further reduces transit demand to/from these areas, resulting in a less seamless transfer experience. This also directly impacts the service scheduling and reliability of buses, and corresponding rail schedules. Reduced levels of transfer scheduling means less service for the Mercer Island residents and employers. However, if greater levels of services are planned and more transit opportunities are provided, there is less queuing and waiting in weather-protected areas for passengers during the transfer.

Switching between light rail trains, buses, local shuttles, and future connection methods can be confusing and non-inviting to riders. Greater transfer distances requires additional amenities to facilitate that efficient transfer, such as signage, localized illumination, and easily accessible transit route information/materials. Wayfinding signage facilitates a general understanding of where each transit mode is located and how to most directly get to that location; the importance of wayfinding signage increases with the difficulty and/or distance between transfer points.

Goal/Objective 2: Create a transit interchange that minimizes transfer walk distance and number of street crossings for bus/rail transfers.

Greater distances between transfer points substantially reduce the effectiveness of transit interchange operations. Conversely, shorter distances between transfer points and transit nodes—in this case, future light rail service connections with local and regional bus service—allow for better-coordinated transit scheduling and an improved customer experience, including benefits for disabled passengers. As the location of the Mercer Island light rail station is fixed, the differences between the three configurations are the proposed bus stop locations, which would be located along the north (passenger drop-off) and south (passenger pick-up) sides of North Mercer Way and, if requested by the City, along 80th Avenue SE approximately 100 feet south of the light rail station's east entrance. A bus stop along 80th Avenue SE (approximately 100 feet) and on the south side of North Mercer Way (approximately 300 feet) provide the shortest transfer walk distance between modes. Bus stops on the north side of North Mercer Way (up to 600 feet) are the farthest distance from the light rail station; in addition, access to these bus stops would require a street crossing at the North Mercer Way/80th Street SE signalized intersection.

Goal/Objective 3: Create a transit interchange that is ready for operation when the East Link light rail service begins in 2023.

Sound Transit, the City of Mercer Island, and KCM have agreed that the transit interchange project should be constructed and in operation prior to the commencement of East Link light rail service. This will ensure proper coordination with both local and regional services at this location. It is anticipated that each of the proposed configurations satisfy this goal/objective to the same degree. However, this assumes that decisions are made in the first quarter of 2019 on the transit interchange so that the necessary property acquisition, final design, and construction can be completed by system opening.

Goal/Objective 4: Develop a cost-effective design that represents a transparent and appropriate use of public funds.

Each of the three design configurations are expected to have minimal impact to the local roadway system, while also providing increased usability for transit routing and connectivity to the future light rail station. In this manner, all options represent a transparent and appropriate use of public funds.

However, there are a number of factors with the potential to impact costs for each configuration, including:

- **Right-of-Way:** This is the cost associated with purchasing either private parcels (such as the two residential parcels north of the proposed roundabout at 77th Avenue SE) or using public property which is generally directly adjacent to North Mercer Way.
- **Structures:** This is the cost associated with constructing roadway features over the 80th Avenue SE lidded structures. These costs may include drainage structures, physical components such as curb and gutter, and pavement for the construction of the pick-up area on the 80th Avenue SE lid.
- **Civil/Roadway:** Costs associated with Civil/Roadway would include general construction of bus pick-up, drop-off, and layover areas on both the north and south sides of North Mercer Way.
- **Use of Previous Improvements:** Sound Transit has recently invested to provide updates to the Mercer Island P&R. These improvements include intersection updates at North Mercer Way and 80th Avenue SE and non-motorized bike and pedestrian improvements such as striping. These are previously allocated tax dollars and any option that uses the pick-up/drop-off areas on the north side of North Mercer Way make use of this public investment.

All of these financial factors make up the total project construction costs. The combination of each factor can change by each of the three configurations. Total project costs are not only the hard costs associated with construction, but also should incorporate the ease and efficiency for overall facility operation. As such, options such as the Improved Service and Optimal Service Configurations offer cost-effective solutions for increasing transit interchange users.

Separate from costs associated with physical improvements, there is an Airspace Corridor above the I-90 freeway lids. An airspace corridor is a three-dimensional corridor of a specific length and width between two elevations. Airspace corridors are generally used where the highway (i.e., I-90) runs beneath structures, such as the 80th Avenue SE overpass. The property above I-90 can be used for other purposes, as long as there are no negative effects on the associated highway. While WSDOT owns the 80th Avenue SE overpass, an Operations and Maintenance Agreement between WSDOT and the City of Mercer Island states that the City is to be responsible for all street and landscape maintenance and operations while WSDOT is responsible for the overpass structure and structural maintenance. WSDOT and KCM (with the assistance of Sound Transit and the City of Mercer Island) need to confirm there are not any airspace corridor lease costs for transit stops with these configurations.

Goal/Objective 5: *Maximize benefits to Mercer Island residents and local employers.*

The Mercer Island Transit Interchange will provide a hub, allowing residents, employers/employees, visitors, and commuters connections to local areas of Mercer Island, but also to other regional hubs such as Seattle, Bellevue, and Issaquah. By providing these transit services on Mercer Island, the benefit for Mercer Islanders is maximized. Based on Metro historical data, approximately 150 to 175 passenger trips per day are made between Mercer Island and Eastside communities that will not be served by East Link light rail when it opens in 2024. Any option that reduces services to/from Mercer Island will result in a negative impact for its current and future residents, employees, and employers.

Transit routes will not utilize the Mercer Island Town Center for “looping” back to the Mercer Island P&R. This means that buses once utilizing Town Center streets for connections will be removed, leaving only buses providing direct service to local Mercer Island locations.

In the Improved Service and Optimal Service Configurations, the additional layover/flexible space can be used to support the existing and future needs of innovative mobility options—such as commuter rideshare—that will serve to enhance access to and from this transit hub, but also adds capacity for transit use, reducing queuing and wait times for both transit users and motorists on the adjacent street network.

Goal/Objective 6: *Minimize potential overall property impacts and local community access impacts and maintain through-vehicular traffic on the 80th Avenue SE bridge crossing.*

Each of the proposed configurations include a traffic roundabout at North Mercer Way and 77th Avenue SE. Due to the physical constraints of the 77th Avenue SE I-90 lid and the requirement for both the Metro 40-foot buses and 60-foot articulated buses to circulate through the roundabout while not driving on the truck apron for the routing on North Mercer Way, the roundabout size and location have few other options for placement. Based on preliminary concept designs for the roundabout and safety measures for the I-90 trail, the roundabout and non-motorized components will encroach onto two separate parcels, just north of the proposed roundabout. In addition, taking into account the need for private property acquisition, implementation of the 77th Avenue Configuration would result in a much higher cost to the public than the 80th Avenue SE Configuration from the *2017 SEPA Addendum*.

Each of the proposed configurations would continue to allow and maintain through-vehicular traffic on the 80th Avenue SE bridge crossing. The Optimal Service Configuration includes the option—if exercised by the City of Mercer Island—for a bus stop reserved for local bus service along 80th Avenue SE south of the of I-90 EB HOV on-ramp; this bus stop is currently envisioned as an in-lane bus stop with the potential to affect southbound traffic along 80th Avenue SE. Under this scenario, KCM anticipates a local bus would stop once every 15 minutes with an estimated dwell time of approximately 30 seconds or less. Traffic analyses at intersections along 80th Avenue SE in the *2017 SEPA Addendum* to the East Link Final EIS—which included higher bus volumes and bus stops along 80th Avenue SE in front of the future light rail station entrance—anticipate these locations to continue to perform at acceptable levels. As such, it is anticipated that an in-lane bus stop at this location would result in minimal impacts to through-vehicular traffic on the 80th Avenue SE bridge crossing.

Goal/Objective 7: *Provide excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations.*

Multi-modal access to the current Mercer Island P&R and the East Link light rail station will be crucial for quick and efficient access to transit facilities. Multi-modal facilities and access increase transit usability; provide connectivity to local Mercer Island parks, schools, businesses, and regional destinations; reduce local vehicular traffic; and provide access to community facilities for those unable to drive a car. This is critical upon entering and exiting either the 77th Avenue SE or 80th Avenue SE link light rail station entrances. The Mercer Island East Link light rail facilities will provide a kiss-and-ride drop-off and bike parking at the 77th Avenue SE entrance to the station. This will provide additional bus/rail transfer integration, particularly when connecting to other local areas reachable by different modes of transportation.

While the potential for pedestrian, bicycle, and vehicle mobility interactions are increased with the increase of additional transit pick-up, drop-off, and layover areas, these new multi-modal interaction zones provide opportunities for additional connections for users of the I-90 trail, the Mercer Island P&R, and the future light rail station.

Any final roundabout design will include a direct multi-modal connection point to the I-90 trail. Additionally, the I-90 trail has recently been repaved in some areas, while other connection and ADA compliance improvements have been made recently. The City of Mercer Island has requested that a 14-foot-wide I-90 multi-modal trail be included in the roundabout conceptual design, providing a bolstered non-motorized trail with cross-street access to both the 77th Avenue SE and 80th Avenue SE light rail entrances.

Goal/Objective 8: *Limit diesel idling and limit regional bus circulation through the Town Center.*

The City of Mercer Island has expressed the desire to limit the idling of diesel buses on Mercer Island and limit non-local bus routes to North Mercer Way and 77th Avenue SE via the I-90 HOV on- and off-ramps at 80th Avenue SE. Each of the proposed configurations include a traffic roundabout at North Mercer Way and 77th Avenue SE—thus resulting in similar bus routing patterns. KCM has stated that its buses do not idle during layovers, and over the coming years, KCM is shifting to an all-electric fleet of buses, which do not idle.













It is anticipated that each of the proposed configurations satisfy this goal/objective to the same degree.













Goals and Objectives Evaluation

Table 3 provides a detailed evaluation on how each of the proposed refinements satisfy the identified goals and objectives; higher scores reflect an anticipated more favorable outcome.

Table 3: Project Goals and Objectives Evaluation



Project Goals and Objectives	Limited Service Configuration	Improved Service Configuration	Optimal Service Configuration
Goal/Objective 1			
<p><i>Creates a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient</i></p>	 <p>Quick, safe, and intuitive transfers between bus and rail. Limited bus/flexible transit curb space would reduce local and system-wide transfer opportunities, resulting in increased wait times and a less seamless transfer experience.</p>	 <p>Additional bus/flexible transit curb space would provide adequate local and system-wide transfers. May require street crossing for connections to light rail station, which is less intuitive, and longer connections are not weather-protected.</p>	 <p>Provides greatest amount of bus/flexible transit curb space, allowing for greater transfer opportunities with shortest wait times. Potential bus stop along 80th Avenue SE would provide quick and convenient transfers to local bus service.</p>
Goal/Objective 2			
<p><i>Minimize transfer walk distance and number of street crossings for bus/rail transfers</i></p>	 <p>Short transfer distance as bus pick-up/drop-off points are along North Mercer Way closest to 80th Avenue SE. Potential street crossing for transfers to local and regional bus service.</p>	 <p>Short transfer distance as bus pick-up/drop-off points are along North Mercer Way closest to 80th Avenue SE. Potential street crossing for transfers to local and regional bus service.</p>	 <p>Short transfer distance as bus pick-up/drop-off points are along North Mercer Way closest to 80th Avenue SE. Potential street crossing for transfers to local and regional bus service. Potential bus stop along 80th Avenue SE would provide better access to local bus service.</p>
Goal/Objective 3			
<p><i>Ready for operation when the East Link light rail service begins in 2023</i></p>	 <p>Construction of this option will be complete prior to commencement of East Link light rail service, provided decision made in Q1 2019.</p>	 <p>Construction of this option will be complete prior to commencement of East Link light rail service, provided decision made in Q1 2019.</p>	 <p>Construction of this option will be complete prior to commencement of East Link light rail service, provided decision made in Q1 2019.</p>
Goal/Objective 4			
<p><i>A cost-effective design that represents a transparent and appropriate use of public funds</i></p>	 <p>Lowest overall construction costs, but limits the amount of bus transit service and flexibility for future innovative mobility options through the transit interchange.</p>	 <p>Construction costs are balanced compared to the level of transit service provided by the additional bus/flexible transit curb space.</p>	 <p>Construction costs are balanced compared to the level of transit service provided by the additional bus/flexible transit curb space. Most cost-effective design based on the additional transit service capacities.</p>

Project Goals and Objectives	Limited Service Configuration	Improved Service Configuration	Optimal Service Configuration
Goal/Objective 5			
<p><i>Maximizes benefits to Mercer Island residents and local employers</i></p>	 <p>Providing pick-up/drop-off only on the south side of North Mercer Way limits overall ridership benefits to current and future Mercer Island residents and local employers. Major portion of 150 to 175 passenger transit service trips eliminated.</p>	 <p>Provides pick-up and drop-off areas on both the north and south sides of North Mercer Way, providing transit service flexibility and limited service benefits to current and future Mercer Island residents and local employers.</p>	 <p>Provides pick-up and drop-off areas on both the north and south sides of North Mercer Way and in front of light rail station, providing the most transit service flexibility and benefits to current and future Mercer Island residents and local employers.</p>
Goal/Objective 6			
<p><i>Minimizes potential overall property impacts and local community access impacts and maintain through-vehicular traffic on the 80th Avenue SE bridge crossing</i></p>	 <p>Roundabout at North Mercer Way and 77th Avenue SE substantially impacts two residential parcels. Through vehicular traffic on 80th Avenue SE will remain.</p>	 <p>Roundabout at North Mercer Way and 77th Avenue SE substantially impacts two residential parcels. Through vehicular traffic on 80th Avenue SE will remain.</p>	 <p>Roundabout at North Mercer Way and 77th Avenue SE substantially impacts two residential parcels. This configuration include the potential for an in-lane bus stop along 80th Avenue SE south of the I-90 EB HOV on-ramp, which may result in minimal impacts to southbound traffic at this location.</p>
Goal/Objective 7			
<p><i>Provides excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations</i></p>	 <p>Fewer pick-up/drop-off and layover bays reduce potential mobility interaction points but also reduces potential multi-modal access opportunities.</p>	 <p>Proposed bus/flexible transit curb space provides opportunities for increased multi-modal accessibility and for future innovative mobility options. Expected activity on the north side of North Mercer Way would result in additional pedestrian, bicycle, and vehicle interaction points.</p>	 <p>Proposed bus/flexible transit curb space in this configuration provides the greatest opportunity for multi-modal access and future innovative mobility options. Expected activity on the north side of North Mercer Way would result in additional pedestrian, bicycle, and vehicle interaction points.</p>
Goal/Objective 8			
<p><i>Limits diesel idling and limits regional bus circulation through the Town Center</i></p>	 <p>KCM buses do not idle during layover. Future buses will be all electric. Roundabout eliminates regional bus circulation through the Town Center.</p>	 <p>KCM buses do not idle during layover. Future buses will be all electric. Roundabout eliminates regional bus circulation through the Town Center.</p>	 <p>KCM buses do not idle during layover. Future buses will be all electric. Roundabout eliminates regional bus circulation through the Town Center.</p>
<p>Total Score (Higher Is Better)</p>	<p>24</p>	<p>28</p>	<p>33</p>

CONCLUSION AND RECOMMENDATION

Analyses Results

All three of these configurations were developed with the intent of providing a bus/rail interchange that satisfies the Settlement Agreement. Importantly, each configuration will result in lower bus volumes than the numbers operating today, an acknowledgement of the City's stated desire to limit regional transit service on Mercer Island. Each configuration will include a new roundabout at North Mercer Way and 77th Avenue SE, resulting in the need for property acquisition and at least some refinement of the Settlement Agreement. Bus stops and layover areas only vary in their number, and anticipated bus circulation patterns are identical.

The differences are most pronounced in terms of the quality of bus transit service that KCM is capable of providing to current and future Mercer Island residents, employees, and businesses, and the entire region. This is a critical transit interchange for the following reasons:

- Current and future Mercer Island residents, employees, and businesses will rely on connections that will not be served by Link.
- Mercer Island is already a key destination with 150 to 175 daily trips originating or ending at Mercer Island to/from areas that will not be served by East Link.
- Mercer Island is the fastest, most logical, intuitive, and attractive location to connect to Link for transit customers traveling along the I-90 corridor to/from points east of Mercer Island.
- Terminating routes at Mercer Island is the most efficient use of Metro resources (buses and operational hours) offers the best opportunity to allow expansions of local connections on Mercer Island and between Mercer Island and destinations that will not be served by East Link.

Limited Service Configuration

The **Limited Service Configuration**, which allows up to 450 feet of bus curbspace on the south side of North Mercer Way and limits curbspace on the north side of North Mercer Way to local bus traffic only received the lowest score. This configuration has the smallest footprint and would signify the greatest change when compared to the activity at the current Mercer Island P&R facility. Instead of facilitating connections—which is the primary purpose of a transit interchange—this configuration actually limits such connections and would ultimately result in the least pleasant transfer experience, with the few bus stops and minimal layover space resulting in longer wait times. This would significantly limit the amount of future off-island service for Mercer Island residents, employees, and businesses connecting to/from Link and other destinations on Mercer Island and result in greater levels of car dependency on Mercer Island. Additionally, less ability to connect between bus and rail along the East Link will result in more customers from the greater Eastside and I-90 corridor driving to Mercer Island to park.

The **Limited Service Configuration** scored the lowest on three of the six differentiated goals and objectives (each configuration assumed identical scores for Goal/Objective 3 [project completion date] and Goal/Objective 8 [bus idling and circulation]). The instances where higher scores were achieved related to transfer distance (Goal/Objective 2) and lack of conflict points (Goal/Objective 7), both of which are at least partially the result of limited transfer and service opportunities. It is important to note that KCM would not be able to provide adequate local Mercer Island bus service with this configuration, including the current 150 to 175 daily bus passenger trips between Mercer Island and Eastside communities.

Improved Service Configuration

The **Improved Service Configuration** received the intermediate overall score, obtaining lower rankings for Goal/Objective 2 (transfer distance) and Goal/Objective 7 (excellent multi-modal access). The lower scores for this configuration are predominantly the result of some bus stops located along the north side of North Mercer Way, requiring some transfer passengers to travel farther to reach these bus stops, including the need to cross a signalized intersection (North Mercer Way) to get there.

The layout of these spaces are most similar to the current condition, effectively creating active spaces between the Mercer Island P&R, bus transfer points along North Mercer Way, and the future light rail station. This configuration would include a greater amount of pick-up/drop-off and layover space as compared with the Limited Service Configuration, comparatively ranking higher for goals and objectives relating to seamless transfer experience, cost-effective design, and maximum benefit to current and future Mercer Island residents and employers.

Optimal Service Configuration

As noted in earlier sections, the **Optimal Service Configuration** builds upon the Improved Service Configuration by adding bus/transit curb space approximately 100 feet south of the future east entrance to the Mercer Island Link light rail station along 80th Avenue SE. This additional bus bay allows for the potential for seamless transfers for local bus service, shorter transfer distance, reduced walking distances to the Town Center, reduced impacts to vehicles accessing the I-90 HOV lanes, and maximizes benefits to the Mercer Island community by providing space for future service changes and opportunities for innovative mobility options. In sum, the **Optimal Service Configuration** provides the best transit benefits in the following areas:

- Flexibility for future mobility options;
- Immediacy of transfer experience; and
- Transfer reliability.

This configuration scored the highest ranking in each of the six differentiated goals and objectives.

Recommendation

Based on the point total results presented in **Table 3**, the configuration with the highest score is the **Optimal Service Configuration**. Therefore, the **Optimal Service Configuration** is the recommended path forward in implementing refinements to the Settlement Agreement as this configuration satisfies the joint goals and objectives to the highest degree and best serves the interests of Mercer Island and the region. While this configuration will require the most refinements to the modified 77th Avenue SE Configuration (each configuration requires refinement), this configuration represents the best design in fulfilling the bus/rail integration section of the Settlement Agreement while best meeting Sound Transit's and Metro's current and future operational needs.

2.3 The Parties acknowledge that this Agreement contemplates the execution and delivery of a number of future documents, instruments and permits, the final form and contents of which are not presently determined. The Parties agree to provide the necessary resources and to work in good faith to diligently and timely develop the final form and contents of such documents, instruments and permits.

2.4 The Parties may apply for grants to supplement either Party's funds as contemplated by this Agreement. Upon request, each Party will, as appropriate, provide letters of support for, and otherwise cooperate fully in, grant applications made by another Party.

SECTION 3 TEMPORARY CONSTRUCTION PARKING

By January 1, 2018, Sound Transit shall lease from Third Parties parking stalls for transit commuters during the construction period for the South Bellevue park-and-ride garage with a goal of securing one hundred (100) stalls which are either within 1/3rd mile of the North Mercer Way bus stop or will be served by local transit or shuttle service. The City acknowledges that Sound Transit will lease parking stalls at rates and on terms consistent with terms and conditions included in parking leases in the cities of Bellevue, Renton and Redmond. Such parking leases shall, to the extent possible, be in effect until the South Bellevue Park and Ride garage is operational. Stalls that cannot be leased for the entire construction period shall be replaced if feasible. The total amount for all expenditures shall not exceed two hundred forty thousand dollars (\$240,000), including any transit/shuttle service. In the event that the total actual cost of the leases in the aggregate is less than \$240,000, the difference shall be added to the Traffic Safety Enhancements fund.

SECTION 4 BUS/RAIL INTEGRATION

4.1 The 2017 SEPA Addendum identifies two configurations for transit integration for when East Link is operational: (i) the 77th Avenue SE Configuration; and (ii) the 80th Avenue SE Configuration. Pursuant to and as modified by this Agreement, the Parties agree to implement the 77th Avenue SE Configuration. To the extent that King County Metro buses are necessary to coordinate service, the Parties agree that the 77th Avenue SE Configuration cannot be implemented without King County Metro's agreement. The Parties will work collaboratively with King County Metro to obtain its concurrence where necessary and document such concurrence as appropriate.

4.2 The Parties have agreed on the following modifications to the 77th Avenue SE Configuration as otherwise described in the 2017 SEPA Addendum:

- (a) There will be no bus drop-off/pick-up or layover area on 80th Avenue SE. Accordingly, all bus drop-off/pick-up and layover areas (other than those for local Mercer Island buses) will be located on the south side of North Mercer Way.
- (b) Routing of buses will keep circulation of all but local (on-island only) buses off SE 27th Street, except in emergency or unexpected situations (e.g., to circumvent a traffic accident), consistent with the Parties' intent to limit the routes of non-local buses to North Mercer Way and 77th Ave. SE. Prior to East Link becoming operational, Sound Transit shall complete construction of a traffic roundabout at the intersection of North Mercer Way and 77th Avenue SE, using a design

substantially similar to one of the designs depicted in the 2017 SEPA Addendum Exhibit 2-4 attached as **Exhibit A**.

- (c) Buses will not be scheduled in a manner that could be expected to result in bus volumes on North Mercer Way, both during peak periods and on a daily basis, that exceed current volumes, excluding for these purposes both current and future Mercer Island-only (local) buses. The current bus volumes at the time of execution of this Agreement are as follows: AM Peak 34, PM Peak 34, and Daily 346.

4.3 The Parties have further agreed on the following additional modifications to the 77th Avenue SE Configuration; provided that, the City will not unreasonably withhold its approval to changes in one or more of the below provisions based on Metro operational concerns:

- (a) In order to reduce impacts on traffic flow on North Mercer Way, all pick-up/drop-off of passengers will be on the south side of North Mercer Way.
- (b) Other than in an emergency or due to equipment malfunction, bus layovers are limited to no more than fifteen (15) minutes and then only during the afternoon peak period (3:30pm – 7:00pm). Except as to buses running entirely on electrical (battery) power, there will be no idling of buses other than during actual pick-up and drop-off of passengers or while waiting in traffic.

4.4 Sound Transit is solely responsible for all costs required to implement and operate the systems and facilities required for the 77th Avenue SE Configuration as generally described in the 2017 SEPA Addendum, including, without limitation, design and engineering, permitting, property acquisition, signage, landscaping, street improvements, lighting, traffic improvements, paving, other construction costs, and any other costs incurred with respect thereto. All work will be performed in good faith, in close consultation with the City, and in a manner that reduces construction impacts on pedestrians, bicyclists and motorists, as practical.

SECTION 5 TRAFFIC/SAFETY ENHANCEMENTS

5.1 Sound Transit shall complete all traffic mitigation work identified in the 2011 FEIS (updated in the 2017 Addendum) and the 2017 SEPA Addendum and is solely responsible for all costs incurred to complete such work.

5.2 Upon payment of the regular permit fees imposed by the City and submittal of the normally required documentation incident to obtaining the permits, the City will expedite the issuance of all required permits to enable the work described in Section 14 (Permits) to proceed as provided in that Section. Sound Transit agrees to expedite the work to the extent feasible if doing so would help reduce traffic congestion and/or improve bicycle circulation on Mercer Island.

5.3 In addition to the traffic mitigation work described above, Sound Transit shall provide the City with reimbursable contributions for the actual reasonable costs to fund traffic safety enhancements related to the effects of the Center Roadway closure and HOV-only use of the R-8A HOV lanes, as reasonably determined by the City, in an amount not to exceed five million one hundred thousand dollars (\$5,100,000), except as this amount may be adjusted as provided in the Temporary Construction Parking and Long-term Parking sections of this Agreement. Such

Responses to Councilmember Questions from March 19, 2019 Study Session
Mercer Island Transit Interchange Operational and Configuration Study
Responses provided by Sound Transit and King County Metro Staff

1. What are the anticipated light rail travel times from Mercer Island to points east and west?

Sound Transit is currently in the process of updating ridership numbers for the entire Link network approved as part of the ST3 plan. Here are some times to and from popular destinations from Mercer Island:

- Mercer Island – International District/Chinatown: 9 min
- Mercer Island – Westlake: 14 min
- Mercer Island – University of Washington: 20 min
- Mercer Island – Bellevue Downtown: 10 min
- Mercer Island – Redmond Technology Station: 20 min

It is anticipated East Link trains will run at least at 8-minute intervals during peak hours. For additional information:

<https://www.soundtransit.org/system-expansion/east-link-extension>
<https://www.soundtransit.org/system-expansion/mercer-island-station>

2. What is the anticipated increase in light rail ridership over time?

- Projected East Link ridership—including the downtown Redmond extension—is anticipated to be approximately 43,000 to 52,000 daily riders by 2026.
- Full LINK System Ridership – Today, Link averages 80,000 boardings every weekday. In 2040, estimates are that Link trains will carry between 480,000 and 590,000 every weekday. By 2040, when the high-capacity transit system (Link, BRT and Commuter rail) is built out, Sound Transit will have between 560,000 to 690,000 average weekday boardings.

Sound Transit projects ridership using various assumptions that reflect best available information, such as regional employment and population forecasts, which provide information about a specific period in time. While this information gives us a rough idea of what we can expect in terms of ridership, there are other assumptions that affect these numbers. As such, Sound Transit does not publish estimates for a project’s opening year for a variety of factors including coordination with King County Metro bus routes and transfers, changing rider behavior and a project’s specific opening date.

Since light rail projects are often coordinated with King County Metro bus re-routes to reduce duplicative service, and since the King County Council and Sound Transit Board don’t vote on the reroutes until 2022, the exact number of bus routes and riders transferring at each light rail station are unknown until this is finalized and would affect projected ridership. Rider behavior will also be unknown until East Link opens. To give you an example, Central Link, which opened in 2009, took 8 to 9 years for ridership to mature and rider behaviors to settle out. The project’s specific opening date will also influence projected ridership. For example, a project that opens in June would only have 6-months’ worth of potential ridership compared to the projection that it would be open for a calendar year.

<p>3. What is the possibility of opening the South Bellevue Park-and-Ride prior to start of East Link revenue service?</p>
<p>The South Bellevue Park-and-Ride closed May 30, 2017. For the next approximately 5 years, Sound Transit will be using this park-and-ride site to stage equipment and materials to build the light rail tracks, station, systems, and bus transfer facility. Sound Transit has established (temporary) alternate commuter parking lots at various locations, and will explore opportunities to open the park-and-ride sooner if possible. The Memorandum of Understanding between Sound Transit and the City of Bellevue encourages Sound Transit to consider opening the South Bellevue Park-and-Ride at the earliest date construction conditions make it possible.</p>
<p>4. Why do regional buses have to connect to light rail at Mercer Island and not South Bellevue?</p>
<p>To access South Bellevue, Metro customers would have to travel off I-90 onto Bellevue Way, north to the station, and then board Link and double back down Bellevue Way to I-90. Particularly eastbound, the merge from Bellevue Way to I-90 is extremely congested and presents safety and operational challenges for buses merging across several lanes to get from Bellevue Way into the center HOV lane. This travel time, assuming a 5-minute light rail trip from South Bellevue to Mercer Island, is 10 minutes longer in each direction during peak travel periods than traveling directly from Eastgate to Mercer Island.</p> <p>In addition, direct service to Mercer Island avoids out-of-direction travel and provides safer, quicker connections to/from the I-90 HOV lanes, resulting in faster bus travel times and discouraging Eastside drivers from parking on Mercer Island to reach Link light rail. Finally, Metro has already planned to completely fill the capacity for bus transfers at South Bellevue Station and cannot plan for additional routes there.</p>
<p>5. Why is drop-off continuing on the north side of N Mercer Way?</p>
<p>North side drop off is required for transit interchange operations. Westbound buses will exit I-90 from the HOV off-ramp onto northbound 80th Avenue SE. Buses will take a left (westbound) on North Mercer Way and drop off customers at the existing bus stop of the north side of North Mercer Way. Buses will then make a 180-degree turn at the proposed roundabout at 77th Avenue SE and travel back east to pick up customers at the existing bus stop on the south side of North Mercer Way.</p> <p>If the existing bus stop of the north side of North Mercer Way was not accessible, then all pickup and drop off would occur at the existing bus stop on the south side of North Mercer Way. Drop off at this location would require buses to circulate through the town center to then reach layover west of the existing bus stop on the south side of North Mercer Way to be able to pick up passengers for start of service once the layover had finished.</p>
<p>6. Can the designated layover space on the south side of N Mercer Way be used for passenger pick-up/drop-off?</p>
<p>Layover is designed to be located upstream from the first in-service stop to allow for efficient and reliable operations. Thus, use of layover space on the south side of N Mercer Way for passenger activity reduces layover capacity and does not meet King County Metro's operational needs. In addition, dropping off passengers on the south side of N Mercer Way extends the length of passenger trips, and bypasses their desired destination.</p>

<p>7. How is bicycle and pedestrian safety at the roundabout being addressed?</p>
<p>The proposed roundabout will be designed with bicycle and pedestrian safety in mind. In fact, national studies have shown that roundabouts have a better safety record when compared to signalized intersections. Insurance Institute for Highway Safety and the Federal Highway Administration (FHWA) have studied roundabouts and have shown that roundabouts reduce injury crashes significantly. Their studies show the following reduction in collisions:</p> <ul style="list-style-type: none"> • 37% reduction in overall collisions; • 75% reduction in injury collisions; • 90% reduction in fatality collisions; and • 40% reduction in pedestrian collisions. <p>There are a number of reasons why roundabouts help reduce the likelihood and severity of collisions, including: lower travel speeds, no “light to beat” increasing vehicular speeds that reduce impacts from yellow- and red-light runners, and roundabout geometry eliminates the possibility for “t-bone” or head-on collisions.</p> <p>In addition, roundabouts improve the safety of all modes of travel—including pedestrians—as the roundabout geometry forces vehicles to slow down as they enter and exit the roundabout. The design of the proposed roundabout at 77th Avenue SE and N. Mercer Way will verify the sightlines for pedestrians and vehicles and ensure that they meet or exceed requirements set by WSDOT, this includes checking these sight lines with buses located in the layover zones. The proposed crossing just east of the proposed roundabout, providing a connection from the I-90 Trail to the future light rail station entrance along 77th Avenue SE, is planned to be at least 10-foot-wide and contain ample space for pedestrians, bicyclists, and other users to safely cross the street with the improved visibility that a wide crossing provides.</p> <p>For additional information on roundabouts: https://www.wsdot.wa.gov/Safety/roundabouts/benefits.htm https://safety.fhwa.dot.gov/intersection/innovative/roundabouts/</p>
<p>8. How many buses can layover at Mercer Island at any given time?</p>
<p>There will be approximately 4 spaces on Mercer Island for buses to layover, which will limit non-local bus volumes to below existing levels that serve the island.</p>
<p>9. Can the transit interchange operate without the layover space on the north side of N Mercer Way?</p>
<p>Layover on the north side of N Mercer Way is absolutely necessary to meet Metro’s operational needs. The current operation using both sides of N Mercer Way for layover and active drop-off/pick-up represents a significant reduction from the service Metro planned for this area.</p>
<p>10. The layover space on the north side of N Mercer Way is located between the secondary Park and Ride entrance/exit and the new roundabout. How will this design address potential pedestrian, bicycle and vehicle conflicts with buses using the layover space?</p>
<p>There are countless examples throughout the county where on-street layover is adjacent to active driveways. Metro employs professional drivers who adhere to all roadway rules and regulations.</p>

<p>11. If trains are at capacity, would buses return to service between Seattle and Mercer Island?</p> <p>We do not anticipate a scenario where Link trains would not be able to accommodate ridership to, from and through Mercer Island. Sound Transit will be running 4-car trains every eight minutes, with each of those trains having the capacity for 800 riders. Metro has no plans to operate duplicative East Link routes between Mercer Island and Seattle once East Link light rail is operational.</p>
<p>12. Will the 630 Shuttle continue?</p> <p>In 2021, roughly 18-24 months before East Link opens, Metro will lead an extensive public engagement and planning process to give Mercer Island residents and visitors the opportunity to provide input and feedback on transit services and routing when East Link opens. This process will guide Metro’s decisions about the existing Route 204, Route 630, and other transit and mobility services on Mercer Island.</p>
<p>13. What is the purpose of the 80th Avenue SE bus stop? Is there a local benefit to this bus stop?</p> <p>This bus stop would be reserved for local Mercer Island buses only and would be located in-lane and south of the I-90 EB HOV on-ramp. No impact to pedestrian space or flow would occur. Such a stop would exclusively benefit local customers by providing a more convenient connection between East Link and local Mercer Island services. The stop would allow local MI riders to connect to transit heading south without crossing the street, and in the direction of their travel. Metro does not have a position on whether there is a stop at this location, and can coordinate with Mercer Island about potential uses and more detailed benefits of such as stop. If there is no stop on 80th, local buses will continue to drop off and pick up on North Mercer Way.</p>
<p>14. Is Metro working with private employers regarding shuttle services?</p> <p>Yes. Through the Shared Employer Shuttle Program, Metro aims to collaborate closely with private mobility providers to develop new transportation options for regional employers looking to offer efficient commute options for their workforce. This program is not exclusive to Mercer Island nor directly factored into Metro bus operations at the transit interchange.</p> <p>For additional information: https://kingcounty.gov/depts/transportation/metro/programs-projects/innovation-technology/innovative-mobility/shared-employer-shuttles.aspx</p>
<p>15. Will every bus that comes to Mercer Island layover on Mercer Island?</p> <p>It is very likely that all buses coming to Mercer Island will layover on the Island for at least a few minutes. Constrained layover will limit the amount of service that can be provided to Mercer Island.</p>
<p>16. What is the minimum amount of layover space needed for Metro operational requirements?</p> <p>Layover space for 4 buses is the minimum amount needed to meet Metro’s operational requirements.</p>
<p>17. What are the plans for the remaining property after the roundabout is built?</p> <p>Plans for the property not disposed to the City of Mercer Island for the roundabout are unknown at this time (Sound Transit to retain ownership of this remaining property). However, Sound Transit intends to work closely with the City of Mercer Island on a</p>

redevelopment strategy that is compliant with local zoning codes and development plans. The process for disposition of surplus property would take place once the East Link Light Rail project is complete and all Sound Transit project uses have been finalized; sometime after 2023.

18. Will the space allocated for the transit interchange be necessary after light rail service reaches Issaquah and other Eastside communities in 2041?

According to Metro Connects, when East Link opens, Metro will terminate some of its current I-90 services on Mercer Island to 1) avoid duplication with East Link light rail service; and 2) reinvest those service hours to provide even more frequent local connections and transfers to light rail. In 22 years, when Link service is planned to open in Issaquah, Metro will re-evaluate service based on current travel markets and land use. It may be that the transit interchange will continue to be an important facility. If the curb space is not needed by Metro, it could be reallocated to different modes in order to meet our region’s evolving travel needs.

19. How were the 150-175 people who commute between Mercer Island and the Eastside destinations calculated? Can we determine where they are coming from and going to?

The data showing 150-175 people either board, or alight on Mercer Island is obtained by Automatic Passenger Counts (APC), which only records a person entering or leaving the coach. There is no way to determine the person’s origin or destination, only that they entered or left the bus. The data cited includes ridership from Routes 554 and 216, which were chosen because they currently serve Sammamish and Issaquah, travel markets in areas of East King County that will not be duplicated by East Link. We focused on routes that will not be served by East Link as a proxy for trips that will still be needed after East Link arrives, and because these corridors are planned for service to Mercer Island in Metro Connects. Ridership was pulled from three consecutive service periods from Summer 2017 to Spring 2018. We included eastbound boardings from EB N Mercer Way and westbound alightings from WB N Mercer Way. These are actual people who are getting on and off buses on Mercer Island.

20. How is Sound Transit working with and assisting homeowners that will be impacted by the 77th/N Mercer Way roundabout?

Per the Settlement Agreement, both Sound Transit and the City of Mercer Island agreed to construct the 77th Avenue SE Configuration—including a new roundabout—which will result in Sound Transit acquisition of private property. Sound Transit complies with the federal Uniform Relocation Assistance and Real Property Acquisition Policies Act (as amended), Revised Code of Washington (RCW) Chapter 8.26, and Washington Administrative Code (WAC) Chapter 468-100 to ensure uniform and equitable treatment for persons displaced by federally-funded public projects (in this case, East Link). Sound Transit will provide relocation advisory services and payments for eligible displaced owners and tenants.

We have already started talking to the affected property owners. Sound Transit Board action in April will authorize Sound Transit to work more closely with the property owners. Owners of real property needed for the roundabout will be offered just compensation for their land and improvements that will be acquired for the project. Sound Transit will provide relocation advisory services and payments for eligible displaced owners and tenants.

For more information:

<https://www.soundtransit.org/system-expansion/building-system/easing-construction-impacts/property-acquisition-relocation>

21. How will Sound Transit provide buffers for neighbors to the north of the proposed new layover space and the new roundabout?

Sound Transit intends to work closely with the City of Mercer Island as the design progresses to provide appropriate buffers and screening between the roundabout/transit interchange and the neighborhood to the north. For reference, the distance between the proposed roundabout and the nearest residence is greater than the distance between the current North Mercer Way/77th Avenue SE intersection and existing residences. It is also important to note the proposed layover space along North Mercer Way would continue to be screened from view from the neighborhood to the north via the existing wood fence along the south side of SE 24th Street.

The *2017 SEPA Addendum to the East Link Extension FEIS* studied potential environmental impacts of the 77th Avenue SE configuration with the proposed roundabout. The 2017 SEPA Addendum found that the proposed transit integration would not result in significant adverse impacts or potential impacts would be within the overall range of impacts identified and mitigated per the FEIS.

For more information:

<https://www.soundtransit.org/get-to-know-us/documents-reports/2017-sepa-addendum-to-east-link-final-eis-executive-summary>

22. Will the timing of the traffic signal at the 80th Avenue SE/North Mercer Way intersection be studied to determine appropriate time intervals?

Safety improvements and increased operational efficiencies—including potential signal timing changes—at the 80th Avenue SE/North Mercer Way intersection will be discussed and developed as the transit interchange design moves forward.

It is anticipated that the transit interchange will result in a greater number of pedestrians using the west crosswalk at the 80th Avenue SE/N Mercer Way intersection, due to transfers between the bus drop-off and the 80th Avenue SE light rail station entrance. While the transit interchange is still in the early design stages, pedestrian and bicycle safety at this location is a concern for all stakeholders and appropriate safety measures will be discussed and incorporated into the design moving forward, including the potential for the following:

1. Providing painted crosswalks or other pavement markings (or materials) to improve visibility of pedestrian/bicycle crossings.
2. Improving horizontal and vertical sight distances through the removal of extraneous curbside clutter such as newspaper boxes, redundant utility poles, or overgrown vegetation.
3. Explore the use of bulb-outs and other traffic calming measures that reduce pedestrian/bicycle crossing lengths/times and reduce traffic speeds.
4. The use of signage and lighting to alert drivers to crossings.

<p>5. Working with WSDOT, Metro, and the City of Mercer Island on signal timing changes that improve pedestrian safety, such pedestrian lead phases, pedestrian-only phases, and pedestrian-activated (push button) phases.</p> <p>6. Include design measures that promote the ease of bus traffic through the intersection. Limit or prohibit right turn on red movements.</p>
<p>23. When Metro redeploys service hours on the Eastside, following opening of East Link, how much additional service or more frequent service can Mercer Island anticipate receiving?</p>
<p>See responses to #12 and #18 above.</p>
<p>24. Explain how the average 15-minute layover is calculated. How long will bus layovers actually last?</p>
<p>Mandated operator rest periods are generally uniform, scheduled to be about 15 minutes. Metro has an incentive to minimize time not spent providing service. A reasonable anticipated range is 10 to 20 minutes.</p>

BUS SERVICE PLANNING AND OPERATIONAL FAQS

1. What is the vision for Metro service from Mercer Island to Eastside cities?

Metro strives to provide the best regional service network to its customers, one that offers a convenient and competitive alternative to driving alone. Metro published METRO CONNECTS in 2016, laying out a preliminary plan for future regional service when East Link opens. This document was part of extensive public outreach process. To improve service when Link light rail opens, Metro will reinvest service hours that are currently used to run buses into Seattle from Eastside communities.

This reinvestment will restructure and enhance Eastside service to compliment the new light rail network. It will connect Eastside communities not served by East Link, including Issaquah, North Bend, and Sammamish, to light rail as well as jobs and services on Mercer Island. Specifically for Mercer Island, this service will aim to reduce vehicle trips and parking demand from the Eastside on Mercer Island streets and public parking facilities. It is anticipated that ST Express Bus routes currently serving Mercer Island will either be eliminated (ST 550) or terminate at South Bellevue (ST 554). There is no bus service envisioned between Mercer Island and Seattle.

For Metro service, Mercer Island was identified as the fastest and most logical westbound terminus and transfer point to light rail (i.e. the place where Metro service begins, ends, and pauses for required driver rest periods) due to its proximity and accessibility to the I-90 HOV lanes. There will be approximately 4 spaces on Mercer Island for buses to layover, which will limit non-local bus volumes to below existing levels that serve the island. In 2021, roughly 18-24 months before East Link opens, Metro will lead an extensive public engagement and planning process to make final decisions about the planned service outlined in METRO CONNECTS.

2. How will local intra-island bus service change on Mercer Island?

In 2021, roughly 18-24 months before East Link opens, Metro will lead an extensive public engagement and planning process to give Mercer Island residents and visitors the opportunity to provide input and feedback on transit services and routing when East Link opens. This process will guide Metro's decisions about the existing Route 204, Route 630, and other transit and mobility services on Mercer Island.

3. When will this new service plan be implemented?

Metro will restructure its service in conjunction with the opening of East Link in 2023. Planning and public outreach will begin in 2021, roughly 18-24 months before East Link opens.

4. How will buses coming from Eastside communities navigate on Mercer Island?

Westbound buses will exit I-90 from the HOV off-ramp onto northbound 80th Ave. Buses will take a left (westbound) on North Mercer Way and drop off customers at the existing bus stop of the north side of North Mercer Way. Buses will then make a 180-degree turn at the proposed roundabout at 77th Ave and travel back east to pick up customers at the existing bus stop on the south side of

North Mercer Way. Buses will then turn right (southbound) on 80th Ave to access the eastbound I-90 HOV on-ramp and return to the Eastside.

5. How will the proposed layover spaces operate on Mercer Island?

After dropping off passengers on the north side of North Mercer Way, buses will utilize the layover spaces on the north or south sides of North Mercer Way for operator rest periods and to maintain schedules. Buses will then pick-up passengers on the south side of North Mercer Way before accessing the eastbound I-90 HOV on-ramp to return to the Eastside.

Metro will need to utilize layover space on the north and south sides of North Mercer Way to meet King County Metro's operational needs. Average layover times refer to the time required for operator rest periods and are generally uniform, scheduled to be about 15 minutes. A reasonable range is 10-20 minutes. Metro has an incentive to minimize time not spent providing service.

6. How was the passenger transfer experience incorporated into the transit interchange design?

The existing bus stops on the north and south sides of North Mercer Way, located closest to 80th Avenue SE, will remain as each is within close proximity to the entrance to the future light rail station. In addition to siting the bus stops close to the light rail station entrance, the proximity of the proposed layover/flex space provides the best opportunity for coordinated light rail and bus service, resulting in quick and reliable transfers, as well as flexibility for future innovative mobility options.

7. Will these plans impact the existing park and ride lot?

No, there will be no changes to the existing park and ride lot.

8. Will any buses navigate through the Mercer Island town center on 27th St?

Only local, intra-island bus service will travel south of I-90.

9. Why is Mercer Island a better connection point to Link light rail than South Bellevue for Eastside communities?

To access South Bellevue, Metro customers would have to travel off I-90 onto Bellevue Way, north to the station, and then board Link and double back down Bellevue Way to I-90. Particularly eastbound, the merge from Bellevue Way to I-90 is extremely congested and presents safety and operational challenges for buses merging across several lanes to get from Bellevue Way into the center HOV lane. This travel time, assuming a 5-minute light rail trip from South Bellevue to Mercer Island, is 10 minutes longer during peak travel periods than traveling directly from Eastgate to Mercer Island.

In addition, direct service to Mercer Island avoids out-of-direction travel and provides safer, quicker connections to/from the I-90 HOV lanes, resulting in faster bus travel times and discouraging Eastside drivers from parking on Mercer Island to reach Link light rail. Finally, Metro has already planned to completely fill the capacity for bus transfers at South Bellevue Station and cannot plan for additional routes there.

10. How will bus volumes from other jurisdictions change along North Mercer Way when Link light rail opens?

Bus volumes from off-island locations will decrease when Link light rail opens. Today, there are over 30 buses per hour serving Mercer Island from off-island locations during peak commuter periods. When Link light rail opens, bus service from off-island locations is anticipated at about 20 buses per hour during peak commuter periods.

11. If bus volumes are decreasing, why is additional curb space needed for buses?

Expansion of curb space is related to layover needs. Layover is short-term parking spaces for buses that allow for mandated operator rest periods and schedule adherence. As indicated in Question 1, Mercer Island will be the westbound terminus for restructured routes, thus requiring space for short layover periods to allow for mandated driver rest periods. Some of the curb space will allow flexibility for the future as new and emerging services and technologies come into play that affect bus service as well as other modes of travel. Nearer to the opening of East Link, Metro will lead public outreach to fine-tune preliminary plans and develop a specific service plan.

12. What is impacted by allowing additional North Mercer Way layover space on the north side of the street?

The roundabout design and additional layover on the north side of N. Mercer Way is still in the conceptual design phase. As envisioned, the proposed layover may require the removal of up to five trees. The adjacent sidewalk width would be maintained or improved per the City of MI's design preference. This work would be completed in conjunction with the construction of the roundabout at 77th Avenue SE and N. Mercer Way.

13. Will there be a bus stop on the west side of 80th Ave?

A bus stop on 80th Ave would be south of the eastbound I-90 on-ramp and would be for local Mercer Island service only. This stop is optional and will only be implemented if desired by Mercer Island. If implemented, there will be no additional construction necessary for this local bus stop; Metro will install a flag (or route ID sign) at this location.

MI TRANSIT INTEGRATION OPERATIONAL AND CONFIGURATION STUDY FAQs

14. What is the context and purpose of the transit interchange project?

The City of Mercer Island (MI) and Sound Transit (ST) signed a legal Settlement Agreement in 2017. We have made a lot of progress implementing the Settlement Agreement for the East Link Project. We have:

- a. Implemented a pilot project for last mile solutions;
- b. Implemented bike and sidewalk improvements at the Mercer Island Park & Ride (P&R);
- c. Contributed to the Aubrey Davis Master Plan;
- d. Worked together on parking replacement at the future TOD (Tully's) site; and
- e. Worked collaboratively with King County Metro (Metro) to implement Bus/Rail Integration on Mercer Island.

Transit is important to Mercer Island, as evidenced by transit ridership and use of the Mercer Island P&R facility. Transit provides for:

- Valuable connections to jobs for MI residents and employees. Metro recently researched that even after East Link opens, 150-175 people a day on Mercer Island are using bus transit to and from Eastside destinations that won't be served by LINK.
- Less non-island traffic on Mercer Island, and
- Less MI Town Center employees looking for parking.
- In addition, support for transit service furthers the City's commitment to sustainability and livability by reducing Greenhouse Gas (GHG) emissions.

At each East Link station, similar to existing link light rail stations, efforts have been made to refine bus connections with the light rail system, creating efficiencies, enhancing transit reliability, and enabling future service expansion. Sound Transit has been coordinating with the City of Mercer Island, King County Metro (Metro), and the Washington State Department of Transportation (WSDOT) to refine a transit integration plan on Mercer Island.

15. How was the proposed operational configuration developed?

All three agencies (e.g., Sound Transit, City of Mercer Island, and Metro), with WSDOT consultation, collaborated in an effort to study and identify bus/rail integration opportunities on Mercer Island per the following eight goals/objectives:

- Creates a seamless transfer experience for the customer that is intuitive, safe, barrier-free, weather-protected, and efficient;
- Minimizes transfer walk distance and number of street crossings for bus/rail transfers;
- Ready for operation when the East Link light rail service begins in 2023;
- A cost-effective design that represents a transparent and appropriate use of public funds;
- Maximizes benefits to Mercer Island residents and local employers;
- Minimizes potential overall property impacts and local community access impacts and maintains through-vehicular traffic on the 80th Avenue SE bridge crossing;
- Provides excellent multi-modal access for customers while minimizing general pedestrian, bicycle, and vehicle mobility impacts near bus drop-off locations; and
- Limits diesel idling and limits regional bus circulation through the Town Center.

These joint goals and objectives, combined with meeting Metro operational needs, serve as the basis for evaluating refinements to the modified 77th Avenue SE Configuration as outlined in the Settlement Agreement.

16. What were the findings from the Mercer Island Transit Interchange Operational and Configuration Study? How is this similar to the legal Settlement Agreement?

The Operational and Configuration Study, conducted by David Evans and Associates, Inc. as contracted by Sound Transit, reviewed and evaluated how best to implement the Settlement Agreement and meet Metro's operational needs. In addition to a new roundabout at the intersection of 77th Avenue SE and North Mercer Way, the proposed configuration is consistent with key Settlement Agreement modifications to the 77th Avenue SE Configuration, including:

- Limiting future bus volumes to no greater than existing volumes;

- No routing of regional Metro buses through downtown Mercer Island;
- Limiting bus layovers to an average of fifteen (15) minutes; and
- No idling of buses.

The configuration that most closely represents the 77th Avenue SE Configuration from the *2017 SEPA Addendum*, received the highest (most desirable) score. The proposed configuration:

- Provides for the greatest amount of transit service and flexibility of transit service operations, which would result in fewer single-occupant vehicle trips on Mercer Island from non-Island commuters.
- Provides the best transfer experience in terms of immediacy and reliability, and the ability to best coordinate service between transit agencies with timed transfers.
- Provides most flexibility for future mobility options, including Metro, micro-transit opportunities, and rideshare.
- Provides the best ability to respond to future needs and an enhanced Eastside transit network.

The proposed configuration allows Metro to provide adequate transit service. Any less layover prevents effective Metro operations, and compromises joint goals identified by the City, Metro, and Sound Transit, to provide excellent multi-modal access for customers and achieve the greatest benefit for Mercer Island residents and local employers.

It is also important to note that the amount of pick-up, drop-off, and layover bays included as part of the proposed configuration would only allow for approximately half of the service levels preferred by Metro per METRO CONNECTS, an acknowledgement by Metro of the City's stated desire to limit regional transit service on Mercer Island.

17. How is the proposed configuration refined from the restrictions in Settlement Agreement? What is the Settlement Agreement's role in the design of the transit interchange?

As part of the Settlement Agreement between the City of Mercer Island and Sound Transit for the East Link Project, both parties agreed to work jointly in implementing a modified 77th Avenue SE Configuration—with Metro concurrence—of the proposed bus/rail transit integration facility as identified in the *2017 SEPA Addendum* to the *East Link FEIS*. These modifications included:

- No bus drop-off/pick-up or layover areas on 80th Avenue SE and that these areas will be located only on the south side of North Mercer Way;
- No regional bus circulation through the Town Center;
- Bus volumes will not exceed current bus volumes; and
- Bus layovers will be limited to no more than fifteen (15) minutes and then only during the afternoon peak period.

The Settlement Agreement states: “(t)o the extent the King County Metro buses are necessary to coordinate service, the Parties (e.g., Sound Transit and the City of Mercer Island) agree that the 77th Avenue SE Configuration cannot be implemented without King County Metro’s agreement.” Metro has raised concerns regarding the 77th Avenue SE Configuration modifications as described in the Settlement Agreement that would create significant tradeoffs and **negatively impact current and**

future Metro operational needs and Mercer Island residents and businesses, including (but not limited to):

- Unpredictable and increased transfer times between bus and rail modes;
- Reduction in connectivity to Mercer Island, noting that an existing 150 to 175 daily trips originate or end at Mercer Island to/from areas that will not be served by East Link; and
- Additional non-island traffic on Mercer Island and non-island commuters at Mercer Island Park & Ride.

Importantly, layover limits have the most severe impact and could prohibit any level of service on Mercer Island, including local Mercer Island service. Metro would not be able to provide peak service to Mercer Island, or all-day on-island service, if layovers are limited to the afternoon peak period. Limiting bus layover to only during the afternoon peak period, would eliminate the opportunity to provide coordinated bus-rail transfers on Mercer Island, including services for the on-island Mercer Island routes. Metro cannot legally limit bus layover durations that conflict with labor contract requirements mandating operator rest periods. However, typical layover times are approximately 15 minutes or less so the majority of layovers would meet the intent of this restriction.

18. How will the final configuration be selected?

An Executive Committee, composed of staff from Sound Transit, Metro and the City of Mercer Island staff, reviewed the study findings and has recommended the highest scoring configuration for implementation. The project team will provide a project update to the Mercer Island City Council at a study session on Tuesday, March 19, 2019 at 5:30 pm at City Hall. This session serves to inform the City Council of how we are implementing the Settlement Agreement; no formal action is required from the City Council.

19. Will the community be able to ask questions and provide comments on this project?

The community can ask questions about the future King County Metro level of service and operation as they relate to transit integration and the City's current and future mobility goals through Let's Talk. In addition, the project team will provide a project update to the Mercer Island City Council at a study session on Tuesday, March 19, 2019 at 5:30 pm at City Hall. This session is open to the public and will be recorded.

During East Link's Final Design process, Sound Transit heard from the public that their preference was for the transit integration and roundabout to take place at 77th Ave. This was reflected in the 2017 Settlement Agreement between Sound Transit and Mercer Island. At this time, there are no decisions that require additional meaningful public engagement as the location of the roundabout has not changed from East Link Final Design and the proposed transit interchange implements the Settlement Agreement.

20. What about the design for the 80th Avenue station entrance plaza and landscaping?

During East Link final design, the 80th Avenue entrance was brought to 60% design. After the 2015 Mercer Island Listening Tour, where the public expressed concern for the 80th Avenue SE Transit Integration option, the design was paused as discussion continued between Sound Transit and the City of Mercer Island through the Settlement Agreement process.

By the 3rd Quarter of 2019, Sound Transit will engage the broader Mercer Island community about the landscape design in front of the station along 80th Avenue SE and its connection to the future Tully's site commuter parking and mixed-use project and Aubrey Davis Park (Master Plan).

The areas in front of station entrances are to conform to the Sound Transit Design Criteria Manual (DCM) and the design and construction of such facilities will be managed by Sound Transit. The design will not go through a formal Design Review. As with previous designs for the station components, input from the MI Design Commission, Arts Council and the community will be gathered. This area is located on a structure owned by WSDOT and is therefore subject to their review as well.

21. Has Sound Transit coordinated with the City of Mercer Island regarding the Aubrey Davis Park Master Plan?

Sound Transit is engaging with the City of Mercer Island regarding Aubrey Davis Park Master Plan as outlined in the Settlement Agreement, which will include providing safe access to the future light rail station and re-routing of the I-90 bicycle route to avoid conflicts with the Mercer Island Park & Ride. Some improvements adjacent to the MI Park & Ride have been recently completed.

22. What is the project's history? What Environmental Review has been conducted?

The transit interchange project (also known as "bus/rail integration") was first included in the *East Link Final Environmental Impact Statement (FEIS)* in 2011. Based on further study, community outreach, and consultation with the City of Mercer Island, WSDOT, and Metro, Sound Transit developed two additional configurations for transit integration on Mercer Island that differ from the plan evaluated in the original *East Link FEIS*. All three configurations were evaluated in the *2017 State Environmental Policy Act (SEPA) Addendum to the East Link FEIS*:

FEIS Configuration

The FEIS Configuration most resembles how buses currently operate on Mercer Island, with bus stops on both the north and south sides of North Mercer Way. Eastbound buses would exit I-90 via the 77th Avenue SE, pick-up/drop-off passengers on the south side of North Mercer Way, and continue to I-90 eastbound via the 80th Avenue SE HOV on-ramp; westbound buses would exit I-90 via the 80th Avenue SE HOV off-ramp, pick-up/drop-off passengers on the north side of North Mercer Way, and continue to I-90 westbound via the 76th Avenue SE on-ramp. Differing from current conditions, the FEIS Configuration would include a layover area on the south side of North Mercer Way and a bus pick-up/drop-off area along southbound 80th Avenue SE directly in front of the future light rail station entrance. The configuration assumes buses would operate between Mercer Island and Seattle.

77th Avenue SE Configuration

The 77th Avenue SE Configuration would include the construction of a new roundabout at the intersection of 77th Avenue SE and North Mercer Way, replacing the current three-way junction (or T intersection) at this location. This configuration would allow for westbound buses to enter the transit interchange I-90 at the 80th Avenue SE HOV off-ramp and exit on I-90 eastbound via the 80th Avenue SE HOV on-ramp via the proposed roundabout. The 77th Avenue SE Configuration

would preserve the existing bus stops along both the north and south sides of North Mercer Way, while adding additional bus layover space along North Mercer Way to the west of the existing bus stops and an additional bus stop along southbound 80th Avenue SE in front of the future light rail station. This configuration would prevent the need for regional buses from circulating through the Town Center and assumes buses would no longer operate between Mercer Island and Seattle (Seattle-bound bus riders would transfer to light rail at the future light rail station). This configuration would also require private property acquisition for development of the roundabout.

80th Avenue SE Configuration

The 80th Avenue SE Configuration would route buses in a counter-clockwise direction through a bus transfer area along southbound 80th Avenue SE in front of the future light rail station entrance. This configuration would allow for westbound buses to enter the transit interchange I-90 at the 80th Avenue SE HOV off-ramp and exit on I-90 eastbound via the 80th Avenue SE HOV on-ramp without having to travel outside of 80th Avenue SE (with the exception of layover routes). This configuration would include a layover space on the south side of North Mercer Way, and the existing bus stop along North Mercer Way would remain and serve local bus routes. Similar to the 77th Avenue SE Configuration, this configuration assumes buses would no longer operate between Mercer Island and Seattle and Seattle-bound bus riders would transfer to light rail at the future light rail station. *This configuration is no longer under consideration, per the Settlement Agreement.*

DRAFT



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

**AB 5553
April 30, 2019
Regular Business**

YOUTH & FAMILY SERVICES (YFS) DEPARTMENT FUNDING HISTORY & PROPOSED BUDGET ADJUSTMENTS TO 2019-2020 YFS FUND BUDGET	Action: Receive presentation on YFS Department funding and move to approve the additional YFS Fund deficit spending reductions and accept funds from MIYFS and MISD Foundations.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
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DEPARTMENT OF	Youth and Family Services (Cynthia Goodwin)
COUNCIL LIAISON	n/a
EXHIBITS	<ol style="list-style-type: none"> 1. Suggested Modifications to Thrift Shop Operations prepared by Deputy Mayor Nice 2. Letter from Mercer Island Coalition 3. Donation of Funds Letter from MISD and MIYFS Foundations
2019-2020 CITY COUNCIL PRIORITY	1. Implement a Fiscal Sustainability Plan
APPROVED BY CITY MANAGER	

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

SUMMARY

This agenda bill provides the City Council with:

1. The funding background and history for the Youth and Family Services (YFS) Department; and
2. The YFS Department’s (Department) proposed budget adjustments following the Council’s decision on April 2, 2019 to eliminate the General Fund’s annual contribution to the YFS Fund beginning in 2020.

BACKGROUND

In 1973 the City of Mercer Island applied to King County for funds to establish a “Youth Service Bureau” (YSB). Each YSB was expected to use the county money to leverage grants and other resources to fund their community’s social service needs. Originally considered a special project of the City, the Mercer Island YSB project became a City Department in 1976. Since 1976, the YFS Department has provided individual, family and community services and collaborated with others to develop and deliver comprehensive human services to the Mercer Island community. Services include:

- [Family Assistance](#) including emergency assistance, a food bank, employment assistance and a job board, as well as connections to related services provided on a local, state and federal level.

- [School-Based Services](#) including mental health counselors in each of our public schools, and drug and alcohol prevention and intervention experts at our middle and high school provide support for children, parents and teachers through counseling, consultation, programs and groups.
- [Counseling Services](#) for individuals of all ages, couples and families are available at our Luther Burbank offices on a sliding fee scale.
- [Senior Services](#) -- a dedicated geriatric specialist provides services to seniors and their family on a full range of issues related to aging including consultation, counseling and care management.
- [Healthy Youth Initiative](#) – a unique cross-community effort focused on preventing the harm caused by youth drug and alcohol use and other risk behaviors.
- [Youth Development Programs](#) where teens learn the importance and value of giving back through facilitated volunteer and service learning opportunities.
- [Diversion and Early Intervention](#) programs where arrested youth are re-focused on positive learning experiences while being held accountable for illegal behavior.
- [Mercer Island Thrift Shop](#) where the MIYFS business goals are realized through giving, volunteering, work-skill development and sustainability.

These services are financially supported as a public/private partnership through the City of Mercer Island, the Mercer Island School District, King County, the [MIYFS Foundation](#), private contributions and grants, fundraising and special events and revenues generated by the volunteer-based [Mercer Island Thrift Shop](#).

FUNDING CONFIGURATION

At the founding of the YSB network, funding was primarily from regional and federal sources. Beginning in the 1980s and up until approximately 2004, the City's General Fund funded 60% of YFS programs and the Department funded the remaining 40% through service fees, local grants, contracts, the Mercer Island Youth and Family Services Foundation (Foundation), the Mercer Island School District (MISD), and the Mercer Island Thrift Shop (MITS). In the late 1990s, MITS experienced very positive growth with regular annual surpluses, which were retained in the YFS Fund. As a result, the City capped its annual General Fund contribution to the Department beginning in 2004 at \$465,000. Due to the Great Recession, the annual contribution was reduced in 2010-2014. During this period, greater than expected Thrift Shop sales partially offset the funding reduction. Beginning in 2015, the City was able to increase its annual contribution to \$400,000, though additional one-time funding was provided in 2017-2018 to balance the YFS Fund.

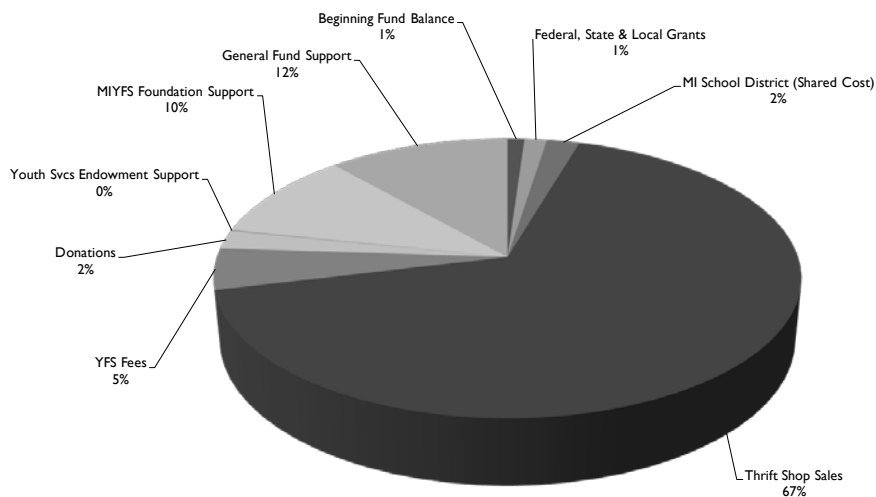
General Fund Transfers to the YFS Fund by Year

Year	Regular Transfer	Additional Transfer	Total Transfer
2007	\$465,000	\$0	\$465,000
2008	\$465,000	\$183,061	\$648,061
2009	\$465,000	\$54,338	\$519,338
2010	\$440,000	\$0	\$440,000
2011	\$320,000	\$0	\$320,000
2012	\$320,000	\$0	\$320,000
2013	\$320,000	\$0	\$320,000
2014	\$200,000	\$0	\$200,000
2015	\$400,000	\$120,184	\$520,184
2016	\$400,000	\$0	\$400,000
2017	\$400,000	\$59,121	\$459,121
2018	\$400,000	\$130,000	\$530,000

In the 2019-2020 adopted budget, the General Fund's annual contribution was reduced to \$354,000 in 2019 and \$309,000 in 2020 due to the City's financial challenges. These funding reductions were fully offset by eliminating the YFS Fund's responsibility for funding Thrift Shop capital improvements.

The current funding components of the YFS fund are reflected in the following chart and described in detail below.

2019-2020 YFS Fund Resources



Service Fees, Grants, and Contracts

YFS program and service fees are set on a sliding scale, with the high set at a market rate and scaling down to \$1.00. No one is turned away allowing Islanders of all income levels to access services. Grants generally account for a very small portion of YFS Fund revenue sources, making up only 1% of the 2019-2020 budget. Typically, grants come from Mercer Island foundations, family foundations, and King County. In the past, the YFS Department has secured larger federal grants for the “Communities That Care” program, though future federal funding is unlikely given Mercer Island’s demographics.

MISD and Other Sources

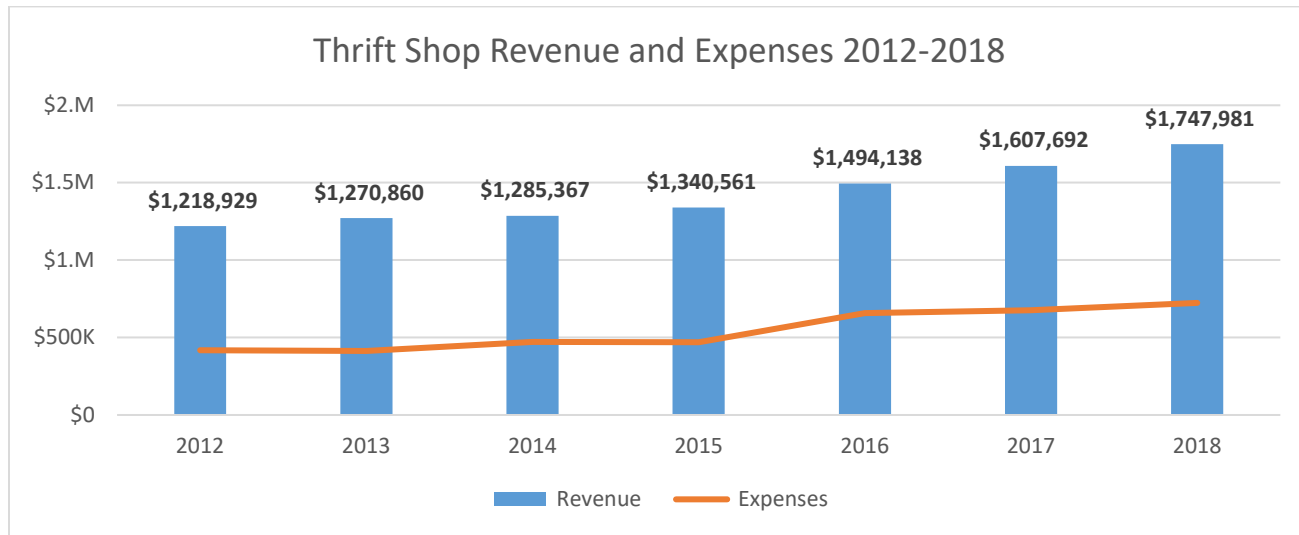
Other small funding sources include donations (direct client assistance passed through by the Foundation), interest income on the Youth Services Endowment (an endowment established from funds donated to the City prior to the existence of the Foundation), Beginning Fund Balance (primarily consists of expenditure savings from the prior year), and the Mercer Island School District’s annual \$60,000 commitment to the school-based mental health counselors.

The Mercer Island Thrift Shop (MITS)

MITS is a business operated by YFS. The primary mission of MITS is to raise money to support YFS programs. Because of its roots as a volunteer-run shop, MITS also has several secondary, community-oriented goals with a host of social and community benefits that include:

- A place for Mercer Island residents to donate and recycle their household goods
- Quality goods to customers of all income levels from both on and off the Island
- Local volunteer opportunities on Mercer Island, enabling people to:
 - Become an active part of their community
 - Make friends and have social contact with others
 - Gain useful skills and job experience
 - Fulfill work, school or court ordered community service
 - Remain meaningfully engaged through later in life cognitive decline

The first full-time coordinator was hired in 1996 and in 1999 the building underwent an update and remodel that doubled the retail space. Over the past 24 years MITS's revenue growth has been driven by the implementation of upgraded business practices along with a gradual transition to a paid staffing model, first to work-study students and more recently to regular staff positions. These two planned changes from 2000 to the present moved the Thrift Shop from a "mom and pop" store to a competitive boutique thrift business.



Business Practices

The primary business change was the streamlining and formalization of volunteer and staff practices in donation acceptance, review, pricing, and production to the floor shelves. The flow of donations from a donor's car to the store shelf was streamlined to reduce touches and command the best price. Item tags are color-coded to facilitate sales for items remaining on the shelves longer than a designated time. These practices, along with the implementation of a point of sale (POS) system and the regular use of sales reports, have spurred revenue growth at the Thrift Shop.

- POS System
The Point of Sale (POS) system was implemented in 2003 and the store was revamped with retail fixtures to maximize retail space. The POS reporting tools enabled the Business Coordinator to establish metrics, track progress and continually make tactical decisions that have helped grow store sales as well as net income levels.
- Production and Sales Reports
MITS sets weekly sales goals based on the budgeted gross sales for the year. The POS system allows for the development of multiple reports on internal performance to establish a baseline and make strategic decisions and adjustments to operations and staffing. Weekly department category Production and Sales reports measure team performance in:
 - Number of items produced
 - Average price produced
 - Total inventory produced
 - Number of items sold
 - Average price of items sold
 - Total sales
 - Sell through

Other reports used to manage inventory and sales are:

- Cars per day at the donation center

- Monthly number of customer transactions with the average sale and number of items purchased
 - Space productivity index, comparing category sales to square foot usage
 - Customer sales by zip code for market conversion in advertising
 - Monthly bulk sales reports comparing tonnage of excess inventory sold year over year
 - Value sampling of bulk inventory sales to evaluate the expansion of revenue potential
 - Constant contact customer engagement analytics through bi-monthly email newsletters
- Advertising
The first advertising campaign was executed in 2008 to recruit off-Island customers and convert the shopping experience from regular retail to boutique thrift shopping. The marketing effort effectively grew the store's sales volume. Advertising has been placed in the Seattle Weekly, The Chinook Book, and the MIHS radio station along with other local media outlets.
 - Partnerships
MITS partners with Seattle Goodwill to sell excess and culled donations and utilize their well-staffed, online channels for secondary market sales through a consignment service for higher value donations.
Other online channels include:
 - www.RealReal.com - luxury clothing handbags and shoes
 - www.amazon.com - books and other new in box items with an ISBN bar code
 - www.usell.com - cell phones and tablets with higher values
 - www.offerup.com - various items with recognized quality
 - www.seattlecraigslist.org - unique merchandise that requires exposure to a wider audience
 - www.seattlegoodwill.org - multiple channels including eBay, Etsy, and store website
 - Vehicle Donations
MITS accepts vehicle donations (auto, boat, RV, etc.) through a third-party nonprofit called Charitable Adult Ride Services (CARS). CARS develops and provides quarterly marketing materials including banners, graphics, ad copy, and videos which are distributed at the store and through the website and social media outlets.
 - Social Media and Website
MITS launched its own website, www.mercerislandthrift.org, with ecommerce and social network integration built on the Squarespace platform in 2015. Event notifications and the news blog are automatically distributed to MITS's social media accounts on Facebook, Instagram, and Twitter.
 - Volunteer Community Partnerships
MITS works with several community and non-profit groups to assist with end of month clearance clean-outs and to pick up some types of unsold clearance merchandise (which reduces the store's disposal costs).

Transition to Paid Staffing Model

From 1975 to 1996, MITS was run completely by volunteers. Many worked more than 30 hours a week. Over time volunteering has trended down throughout the United States, and the same is true for the Thrift Shop, which now has more volunteers who each provide fewer hours.

MIT S Volunteer Hours 2009-2018

Year	Volunteers	Hours	#Vols at 240+Hours	Avg Hours/Month
2009	102	14,138	17	11.6
2010	123	15,044	21	10.2
2011	139	17,949	29	10.8
2012	157	18,061	26	9.6
2013	137	16,252	22	9.9
2014	114	14,811	20	10.8
2015	138	17,777	21	10.7
2016	149	14,142	24	7.9
2017	148	16,383	24	9.2
2018	137	12,602	16	7.7

Beginning in 2016, MITS began to replace work study employees with regular wage part- and full-time employees to stabilize employee scheduling and to increase revenues and net income (see [AB 5190](#) and [AB 5397](#)). This change in staffing is proving to net more income over expenses.

Suggest Modifications to Thrift Shop Operations

At the February 2019 City Council Planning Session, Deputy Mayor Salim Nice presented a proposal to make modifications to MITS operations to restore the two Elementary School Mental Health Counselor positions eliminated in the 2019-2020 biennium budget (see Exhibit 1). He provided examples of operational and structural changes to consider for revenue generation. Staff continues to evaluate these ideas and many others in order to maximize efficiencies, reduce costs, and increase revenues.

The Mercer Island Youth and Family Services Foundation (Foundation)

The Foundation was established in 1989 as a vehicle to accept donor designated funds and donations that required a recipient 501(C)(3) organization. The Foundation’s exclusive mission is to support the programs and services of the YFS Department.

In 2002, a new three-person board was recruited. From the outset, this group’s goal was to grow the board and to reinvigorate fundraising. The Foundation re-branded itself and worked to raise community awareness of the role the YFS Department plays in supporting all members of the Mercer Island community.

In 2008, a fundraising professional was hired to grow the Department’s letter appeals, develop community relationships, and recruit community members to assist with growing the annual fundraising breakfast. Over the last six years, the Foundation has conducted regular strategic planning, increased fundraising goals, and restructured board committees to support the work of growing fundraising endeavors. Strategic planning with community member participation on subcommittees has resulted in a robust pool of board candidates and increased revenues.

MIYFS Foundation Fundraising Growth 2013-2018

Fundraising Effort	Increase
Calendar YTD Total *	346.66%
Annual Breakfast Appeal	217.72%
Major Donors (\$1,000+)	431.34%
School Counselor Letter Appeal	81.03%
Year-End Letter Appeal	273.58%

** Includes Foundation efforts resulting in pass-through gifts to the Department*

The Foundation provides funding to support the programs and services of the Department of Youth and Family Services (YFS). This funding is provided in two forms:

1. An annual commitment towards YFS' operating budget; (approximately 10% of the operating budget); and
2. One-time or pilot project funds as Foundation reserves allow.

Recent funding underlines the Foundation's growth:

Base & Project Funding:

Year	Base Funding	Project Funding	Total
2013	\$164,000	--	\$164,000
2014	\$164,000	--	\$164,000
2015	\$155,000	--	\$155,000
2016	\$155,000	\$40,000	\$195,000
2017	\$202,000	\$17,253	\$219,253
2018	\$202,000	\$119,165	\$321,165
2019*	\$291,627	\$69,570	\$361,197

* Anticipated funding

Special Project Funding:

<u>2016</u>	
\$14,000	Van Replacement
\$26,000	Thrift Shop PT Employee
<u>2017</u>	
\$17,253	Admin Infrastructure
<u>2018</u>	
\$41,000	IMS 0.5 FTE Counselor
\$750	Snacks for Clients in Schools
\$26,915	Admin Infrastructure
\$25,000	Community Needs Assessment
\$13,500	Positive Norms Campaign Parent Survey
\$12,000	High Achieving Student Survey

Moving forward, Foundation funds will continue to provide a portion of the Department's base funding as well as supplement prioritized projects. In addition, this source of undesignated funding has the potential to play a major role in temporarily backfilling positions cut or reduced in the 2019-2020 biennium.

2019-2020 BIENNIUM

The 2019-2020 adopted budget includes the elimination of two Elementary School Mental Health Counselors (one in September 2019 and another in September 2020) and the reduction of the Geriatric Specialist and Administrative Assistant from full time to half time. These reductions were required to balance the YFS Fund budget. In addition, the City Council directed staff at its December 4, 2018 meeting to identify \$1.2 million in additional deficit spending reductions in the 2019-2020 General Fund and YFS Fund budgets.

At its December 18, 2018 meeting, the City Council accepted a Foundation donation of \$69,570 to fund the half-time reduction in the Geriatric Specialist position from January 1, 2019 through December 31, 2019 and to fund the half-time reduction in the Administrative Assistant position from January 1, 2019 through June 30, 2019 (see [AB 5517](#)).

At its February 2019 Planning Session, the City Council reviewed the proposed General Fund and YFS Fund deficit spending reductions and directed staff to identify short-term (for the 2019-2020 budget) and long-term (beyond the current biennium) funding solutions for the two Elementary School Mental Health Counselors that were cut in the 2019-2020 adopted budget.

At the April 30, 2019 meeting, the Mercer Island Youth and Family Services Foundation and the Mercer Island Schools Foundation notified the City that they would provide \$87,000 in temporary funding to restore the Elementary School Mental Health Counselor that was cut for the 2019-2020 school year (September-June, 10 months) (see Exhibit 2).

The table below notes the reductions, restorations (from MIYFS and MISD Foundations), and net result for the 2019-2020 adopted budget for the YFS Fund.

YFS Fund 2019-2020 Reductions and Restorations

2019	2019 Reduction	2019 Restoration	2019 Net	Result	Funding Source	Council Approval Date
Reduce Geriatric Specialist (0.50 FTE)	-\$53,110	\$53,110	\$0	Position restored to full-time for 2019	MIYFS Foundation	12/18/2018
Reduce Administrative Support (0.50 FTE)	-\$32,920	\$16,460	-\$16,460	<ul style="list-style-type: none"> • Position restored to full-time Jan 2019-Jun 2019 • Position reduced to half-time Jul 2019-Dec 2019 	MIYFS Foundation	12/18/2018
Reduce Elementary School Counselor (0.83 FTE): 9/2019-12/2019	-\$35,000	\$35,000	\$0	Position restored to full-time Sep 2019-Dec 2019	MIYFS & MISD Foundations	Pending Council approval

2020	2020 Reduction	2020 Restoration	2020 Net	Result	Funding Source	Council Approval Date
Reduce Geriatric Specialist (0.50 FTE)	-\$54,624		-\$54,624	Position reduced to half time in 2020		
Reduce Administrative Support (0.50 FTE)	-\$33,887	\$33,887	\$0	Position restored to full time in 2020	Elimination of Administrative Coordinator position	Pending Council approval
Reduce Elementary School Counselor (0.83 FTE): 1/2020-6/2020 & 9/2020-12/2020	-\$87,000	\$52,000	-\$35,000	<ul style="list-style-type: none"> • Position restored to full-time Jan 2020-Jun 2020 • Position eliminated Sep 2020 	MIYFS & MISD Foundations	Pending Council approval
Reduce Elementary School Counselor (0.83 FTE): 9/2020-12/2020	-\$35,000		-\$35,000	Position eliminated Sep 2020		

In addition, the proposed deficit spending reductions for the YFS Fund, which include new/enhanced revenues, are noted below:

YFS Fund Deficit Spending Reductions for 2019-2020

Revenues:

\$15,000	Community-based counseling fees (updated/increased sliding scale)
\$54,000	Proposed school counseling fees (IMS & MIHS, 3 counselors x \$18K)
\$55,000	Proposed school counseling fees (two elementary schools)
\$8,000	Diagnose/provide clients with DSM codes for insurance billing
\$50,000	MIYFS Foundation increase to base funding (requested/pending approval)
\$182,000	Total revenues

Expenditure Reductions:

-\$100,000	Administrative Coordinator (1.0 FTE)
-\$63,834	Eliminate pay-for-performance program in 2020
\$33,887	Add back Administrative Assistant (0.5 FTE), which was eliminated in 2019
-\$129,947	Total Expenditure Reductions

\$311,947 Total Deficit Spending Reductions

Taken together, these additional deficit spending reductions are required to eliminate the remaining General Fund contribution to the YFS Fund. The Council will need to approve the additional deficit spending reductions and accept the temporary funding from the Foundations on Tuesday night.

SCHOOL-BASED FEES PILOT PROGRAM

This coming September, YFS will pilot a program of fee recovery in one of the four district elementary schools, IMS, and the high school. School-based mental health counselors will use the Department's sliding fee scale. The projected \$109,000 in fee recovery is based on an estimate of three counseling sessions per counselor per work day. The pilot will allow time for counselors and YFS administration to problem solve and trouble shoot issues that might come up with collecting counseling fees in the school setting before committing to the program. YFS staff will review the mechanisms of how this could work with the Council on Tuesday night.

FUNDING SOLUTIONS

In February, the Council directed staff to identify short-term (for the 2019-2020 budget) and long-term (beyond the current biennium) funding solutions for the two Elementary School Mental Health Counselors that were cut in the 2019-2020 adopted budget.

Short-Term Solutions

With the donation from the MIFYS Foundation in December (\$69,570) and the proposed donation from the MIYFS and MISD Foundations in April (\$87,000), the remaining reductions in the 2019-2020 adopted YFS Fund budget are:

- Administrative Support (0.50 FTE) from June 2019 to December 2019 - \$16,460
- Geriatric Specialist (0.50 FTE) from January 2020 to December 2020 - \$54,624
- Elementary School Counselor from September 2020 to December 2020 - \$35,000
- Elementary School Counselor from September 2020 to December 2020 - \$35,000

The MIYFS Foundation Board has voted to donate \$16,460 to restore the Administrative Support for the second half of 2019. Staff will bring this back for Council acceptance in the First Quarter 2019 Financial Status Report on May 21.

The Administrative Coordinator (1.0 FTE) position that is slated to be eliminated in 2020 is now vacant. Staff suggests using the salary savings from this position to help fund the Elementary School Counselor positions. There is approximately \$65,000 in salary savings to apply to the reductions. There is still a \$5,000 gap to fully fund the counselors, which staff anticipates can be funded from 2018 expenditure savings. Staff will also bring this back for Council acceptance in the First Quarter 2019 Financial Status Report on May 21.

Long-Term Solutions

Department staff will continue to manage the configuration of public and private funds. Grants will be applied for as appropriate and available; the Foundation is poised for continued growth as campaigns continue to increase in revenues and strategic planning provides direction; and MITS has great potential for continued growth with its generous donor community, a growing patronage base, a transition to an accountable paid staffing model and the possibility of expanding its current, limited footprint through a remodel.

Mercer Island Coalition

Following the failure of Prop 1 a group of residents convened to explore potential alternative funding sources for cuts made to the Mercer Island Youth and Family Services budget in 2019-2020. In January 2019, the City Council received a letter from this group, Mercer Island Coalition, requesting a Study Session in early May with the Council (see Exhibit 3). The staff has not had an active role in participating in the Coalition; however, staff have provided data and information as requested. Staff recommends convening this Study Session on May 14 at a Special Meeting to discuss their recommendation for a long-term solution.

RECOMMENDATION

Director of Youth and Family Services

- MOVE TO:
1. Accept the funds from the Mercer Island Youth and Family Services Foundation and the Mercer Island Schools Foundation in the amount of \$87,000 to restore the Elementary School Mental Health Counselor that was cut for the 2019-2020 school year.
 2. Approve the proposed deficit spending reductions as listed in the table on Page 9 of AB 5553.
 3. Prepare budget adjustments as part of the First Quarter 2019 Financial Status Report to accept \$16,460 from the MIYFS Foundation to restore the Administrative Support for the second half of 2019 and appropriate \$5,000 from 2018 expenditure savings to fully fund the counselors in 2020.

Thrift Shop Proposal

This proposal is to make modifications to Thrift Shop operations to restore YFS Youth Counselor positions eliminated in the 2019-2020 biennium budget. The bulleted list below provides examples of operational or structural changes Council might consider directing the City Manager to review and implement in 2019-2020.

To the extent that these efforts enhance the Thrift Shop revenues and profits, Council might consider restoration of the Youth Counselor positions.

If there are excess revenues Council might consider reserving those for future funding of YFS programming, making them available for reinvestment in operations or capital project(s) that grow revenue and/or improve bottom line performance.

The following is meant to start a discussion and not be an exhaustive list. These are all ideas that have been talked about and/or tried in a limited capacity at some time or another:

- In 2019 transition oversight of Thrift Shop operations and reporting to City Finance Director.
- Evaluate POS System(s) to enhance real-time sales reporting, management dashboards, inventory, staff hours and costs.
- Review and optimize Thrift Shop Organization Chart.
- Review and update all Positions Descriptions.
- Develop new Key Performance Indicators (KPI's) to measure Thrift Shop operations and efficiencies and incorporate these into regular reporting.
- Explore expansion opportunities beyond the current site including off-island retail space.
- Explore pop-up events or allied events with partners such as the Farmer Market.
- Revisit volunteer opportunities in a way that does not impact day-to-day operations but does impact the bottom line.



MERCER ISLAND SCHOOLS FOUNDATION



**MERCER ISLAND
YOUTH & FAMILY SERVICES
FOUNDATION**

Joint Statement of the Mercer Island Youth & Family Services Foundation and the Mercer Island Schools Foundation

The Mercer Island Youth and Family Services Foundation and the Mercer Island Schools Foundation are grateful for our community's commitment to the social emotional wellness of our children.

Our two Foundations have agreed to partner in raising short term funding targeted to reinstate the single elementary school mental health counselor slated for cuts in the 2019 city budget through the end of the 2019-2020 school year. We do so with the hope and expectation that the City will work productively with a group of Mercer Island citizens that are studying potential solutions for long term sustainable funding in 2020 and beyond.

We commit this emergency stop gap funding to provide services for which our residents have voiced loud support. We expect that once a long term funding structure for school based counselors is in place, each of the MIYFS Foundation and the Mercer Island Schools Foundation can refocus all efforts on supporting their core missions, respectively, of supporting the gamut of social services offered by the MIYFS Department and the educational services provided by the school district.

Mercer Island Coalition

January 29, 2019

Dear Mayor Bertlin, Deputy Mayor Nice and City Council Members:

We write as a Coalition formed to explore potential alternative funding sources for cuts made to the Mercer Island Youth and Family Services budget in 2019-2020. The Coalition has had three meetings so far and has established working groups to study, in depth, a range of options to fund reinstatement of full-time mental health counselors in all elementary schools, a full-time position devoted to Senior Services and possible other auxiliary services cut from the budget. The Coalition is committed to exploring demand for these services, and the appetite for cost and cost offsets not dependent on public taxation sources.

At our recent meeting, there was general – but not unanimous – consensus for two asks of the City Council.

First, that the City Council consider scheduling a study session with our Coalition so that we can convey our work, progress and findings with the Council. We suggest this be scheduled near the beginning of May.

Second, as part of our process we would like the city to fund a professionally administered, statistically significant survey designed to gauge the community's appetite for funding specific social services. The survey would allow us to craft our ultimate proposal based on a strong assessment of the desire for the services proposed for reinstatement as well as cost sensitivities associated with those services. This approach worked after the school bond referendum failed.

We appreciate that the City Council has a great deal on its plate and that identifying measures to balance the budget for this biennium may make an ask to spend additional money on professional services seem at odds with the Prop 1 outcome. However, we have heard from many segments of the community that a sensible approach to preserve some services that most people want at a reasonable cost would be welcomed or considered by a portion of those who voted no. It seems to most members of the Coalition that a modest investment in a survey that would enhance the probability of crafting a solution with a high degree of assurance that a majority of the community would embrace it would help the Council, the City and the Community to move forward together.

Sincerely,

Fatema Burkey, MI Schools Foundation
Jennifer Flood
Pam Hinnen
Janelle Honeycutt
Ralph Jorgenson
Jody Kris
Gwen Loosmore
Kathy McDonald
Melissa K. Neher

Stephanie Parmenter
Lori Otto Punke
Lori Cohen Sanford
Bharat Shyam
Sarah Smith
Nancy Spaeth
Alison Stovall
Penny Yantis
Marcia Zervis



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

**AB 5554
April 30, 2019
Regular Business**

PLANNING COMMISSION'S RECOMMENDATION FOR CODE CLEANUP AMENDMENTS (1ST READING)	Action: Conduct first reading and provide staff direction.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
--	--	---

DEPARTMENT OF	Community Planning and Development (Andrew Leon & Evan Maxim)
COUNCIL LIAISON	n/a
EXHIBITS	1. Ordinance No. 19C-04 with Attachment A
2019-2020 CITY COUNCIL PRIORITY	n/a
APPROVED BY CITY MANAGER	

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

SUMMARY

BACKGROUND

In September of 2017, the City Council, with the adoption of Ordinance No. 17C-15 (see [AB 5345](#)), directed staff to regularly review the development standards in the Mercer Island City Code (MICC). The purpose of staff’s regular review is to identify and correct, through periodic amendments, those development standards within the MICC that are unclear, internally inconsistent, or conflict with recent updates. This approach of regularly reviewing and updating the MICC, replaces the former approach, whereby staff issued administrative interpretations in lieu of amending the MICC.

Clarifying amendments are typically identified in the course of the daily business of Community Planning and Development. Questions and clarifications arise during permit and land use reviews that implement the development standards, often by residents seeking to build a new, or addition on, a single-family home. Staff maintains a regular docket of non-substantive amendments as a result of this process.

OVERVIEW

The non-substantive amendments associated with Ordinance No. 19C-04 fall into three categories: A) clarifying the current dimensional standards, B) correcting an inadvertent change to the notice process, and C) updating the department name from “Development Services Group” to “Community Planning and Development” where referenced in the MICC.

A. Clarifying Amendments

Staff has identified code sections that require clarification in the non-conforming chapter (MICC 19.01), the residential development standards (MICC 19.02), and in the definitions chapter (MICC 19.16). Edits to all three chapters of the MICC are intended to clarify the existing standards and definitions and involve minor edits to the code, to improve consistency and correct errors.

B. Noticing Amendment

In 2017, the City Council adopted Ordinance No. 17C-12 (see [AB 5298](#)), which established a requirement to issue a Notice of Application (NOA) for building permits associated with the construction of a new home, or a significant addition to a new home. These building permits are collectively defined as “Major Single-Family Dwelling” permits. The NOA is issued shortly after the building permit application is received and involves mailed notice to property owners within 300 feet, posting the site, and publication in the weekly bulletin.

A separate Notice of Decision (NOD) was not required in 2017. A NOD is similar to an NOA in that it is mailed, posted on the site, and published in the bulletin; however, the NOD is generated when the decision is issued.

In 2018, the Council adopted Ordinance No. 18C-08 (see [AB 5475](#)), which created a standardized approach to all public noticing. Ordinance No. 18C-08 was not intended to modify the degree to which public notice was provided; however, it inadvertently contained language that doubled the amount of public notice for “Major Single-Family Dwelling” building permits – by requiring both an NOA and a NOD.

The noticing amendment in proposed Ordinance No. 19C-04 would correct this inadvertent “doubling” of notice, by only requiring an NOA for a “Major Single-Family Dwelling” building permit.

C. Department Name Amendments

In November of 2018, the City changed the name of the then “Development Services Group” to the “Community Planning and Development Department”. The MICC contains numerous references to the “Development Services Group”; the proposed amendment updates these references.

The Planning Commission reviewed the draft amendments at public meetings on October 17, 2018 and December 5, 2018. At these meetings, the Planning Commission provided direction to staff regarding further amendments, which were incorporated into the draft amendment. Staff then brought the draft amendments to a public hearing at the Planning Commission meeting on March 20, 2019. Following the public hearing, the Planning Commission recommended adoption of the proposed code cleanup amendments.

RECOMMENDATION

Planning Commission, Planner, and CPD Director

Conduct first reading and provide staff initial direction for further changes, if any, to Ordinance No. 19C-04 and Attachment A thereto.

MOVE TO: Set Ordinance No. 19C-04 for second reading and adoption on the May 21, 2019 Consent Calendar.

**CITY OF MERCER ISLAND
ORDINANCE NO. 19C-04**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND AMENDING
MERCER ISLAND CITY CODE TITLE 19 MICC REGARDING CODE
AMENDMENTS TO CLARIFY DEVELOPMENT STANDARDS; AND
AMENDING THE MICC BY RENAMING THE DEVELOPMENT
SERVICES GROUP TO THE COMMUNITY PLANNING AND
DEVELOPMENT DEPARTMENT.**

WHEREAS, the Mercer Island City Code (MICC) establishes development regulations that are intended to result in the implementation of the Mercer Island Comprehensive Plan pursuant to RCW 36.70A.040; and

WHEREAS, the Mercer Island City Council determined that amendments to the development regulations were necessary to ensure that residential development was occurring consistent with the provisions of the Mercer Island Comprehensive Plan; and

WHEREAS, the Mercer Island City Council directed the Planning Commission to periodically review Title 19 of the Mercer Island City Code and recommend amendments to clarify the regulations to the City Council; and

WHEREAS, the Mercer Island Planning Commission held two public meetings on October 17, 2018 and December 5, 2018 and held a public hearing on March 20, 2019 to consider clarifying amendments to the development standards; and

WHEREAS, the Mercer Island Comprehensive Plan Land Use Element and Housing Element establish numerous goals and policies that are implemented through the adoption of revised development standards; and

WHEREAS, the City seeks to emphasize that the focus of the Development Services Group department should be primarily on community planning and consequently has determined that the “Development Services Group” department should be renamed the “Community Planning and Development Department”; and

WHEREAS, the MICC contains numerous references to the “Development Services Group”; and

WHEREAS, a SEPA Determination of Non Significance was issued by the City on February 19, 2019; and

WHEREAS, the Washington Department of Commerce granted expedited review of the proposed amendments to the development regulations on April 24, 2019;

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

- Section 1:** **Adoption of amendments to Title 19 of the Mercer Island City Code.** The amendments to the Mercer Island City Code as set forth in Attachment “A” to this ordinance are hereby adopted.
- Section 2:** **Adoption of department name change in the Mercer Island City Code.** Whenever the term “Development Services Group” is used in the Mercer Island City Code or any ordinance or resolution, it shall in the future be referred to as the “Community Planning and Development Department.”
- Section 3:** **Codification of the regulations.** The City Council authorizes the Community Planning and Development Director and the City Clerk to correct scrivener’s errors in Attachment A, codify the regulatory provisions of the amendment into Title 19 of the Mercer Island City Code, and publish the amended code.
- Section 4:** **Interpretation Authorized.** The City Council authorizes the Community Planning and Development Director to adopt administrative rules, interpret, and administer the amended code as necessary to implement the legislative intent of the City Council.
- Section 5:** **Severability.** If any section, sentence, clause or phrase of this Ordinance or any Mercer Island City Code section amended hereby should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause or phrase of this Ordinance or the amended code section.
- Section 6:** **Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.
- Section 7:** **Effective Date.** This Ordinance shall take effect and be in force on 5 days after its passage and publication.

PASSED by the City Council of the City of Mercer Island, Washington at its regular meeting on the _____ day of _____ 2019 and signed in authentication of its passage.

CITY OF MERCER ISLAND

Debbie Bertlin, Mayor

Approved as to Form:

ATTEST:

Bio F. Park, Interim City Attorney

Deborah A. Estrada, City Clerk

Date of Publication: _____

PLANNING COMMISSION – RECOMMENDED DRAFT
Draft Zoning Text Amendments
2018 Code Cleanup

19.01.050 Nonconforming structures, sites, lots and uses.

D. Exterior Alteration or Enlargement of Nonconforming Structures.

1. Detached Single-Family Residential Structures.

b. Intentional Exterior Alteration or Enlargement.

i. Detached Single-Family Dwelling. A legally nonconforming detached single-family dwelling may be intentionally altered or enlarged without losing its legal nonconforming status as long as no more than 40 percent of the length of the dwelling's existing exterior walls, excluding attached accessory buildings, are structurally altered. Any portion of the length of existing walls that are structurally altered shall be included in calculating the 40-percent threshold. In no event shall the alteration or enlargement increase any existing nonconforming aspect of the dwelling or create any new nonconformance. Legal nonconforming status shall be lost, and the structure shall be required to come into conformance with current code requirements, if the 40-percent threshold is exceeded. An increase in height of that portion of a structure that is legally nonconforming because it intrudes into a required yard is an increase in the nonconformity and is not allowed unless the additional height meets the current yard requirements of MICC 19.02.020(C)(1) except:

ii. Accessory Buildings or Structures. A legally nonconforming attached or detached accessory building or structure, including but not limited to a carport, garage, shed, gazebo, deck or fence, may be altered or enlarged without losing its legal nonconforming status as long as no more than 40 percent of its existing exterior perimeter (or length in the case of a fence) is structurally altered. A wall that is shared with the main dwelling shall not be included in the calculation for the attached accessory building. In no event shall any alteration or enlargement increase any existing nonconforming aspect of the building or structure or create any new nonconformance. Legal nonconforming status shall be lost, and the structure shall be required to come into conformance with current code requirements, if the 40-percent threshold is exceeded.

iii. Structural Alteration Calculation. For the purposes of determining the percentage of exterior walls of a nonconforming structure that is being structurally altered, the following calculation applies:

Formula: Percentage of exterior walls altered = (sum of the length of walls to be structurally altered) ÷ (sum of the length of exterior walls)

Where:

(A) The "sum of the length of exterior walls to be structurally altered" is the sum of each wall segment that is completely demolished.

1 (B) The “sum of the length of exterior walls” is the sum of the lengths of
2 each exterior wall segment of a structure or building.

3 (C) For the purposes of this subsection, a wall segment is “completely
4 demolished” when any portion of the wall is completely removed, such
5 that no structural elements remain.

6 (D) For the purposes of this subsection, the “wall segment” is the
7 horizontal length of each continuous exterior wall plane or façade,
8 provided that each building modulation (e.g. a bay window bump-out)
9 shall be accounted for as a separate exterior wall plane. For example,
10 the sum of the length of the exterior wall segments for a building that is
11 a perfect cube with a dimension of 50 horizontal feet on each side of
12 the house, is 200 feet. The same building with a second story bay
13 window bump out dimensioned 2 feet by 10 feet by 2 feet, has a sum of
14 214 feet.

15
16 iv. Roof Repair and Replacement. The roof of a nonconforming structure may be
17 repaired, including total replacement, provided that the existing nonconformity
18 is not increased. Repair or replacement of a roof does not constitute structural
19 alteration of exterior walls.

20 v. Cumulative Time Limit. The maximum cumulative structural alteration of a
21 legally nonconforming structure, as described in subsections (i) and (ii) above, is
22 40 percent within any five-year period. The five-year period includes the
23 cumulative total of the work authorized by a permit application, and the work
24 conducted within the five years immediately prior to demolition or construction
25 authorized by the permit application. Legal nonconforming status shall be lost,
26 and the structure shall be required to come into conformance with current code
27 requirements, if the cumulative 40-percent threshold is exceeded within the
28 five-year time limit.

29 ...
30 F. Nonconforming Sites.

31 ...
32 3. Landscaping, Open Space and Buffer Requirements.
33 ...

34 b. Lot Coverage – Single-Family Dwellings. A site developed with a single-family dwelling
35 that is legally nonconforming because the required landscaping area pursuant to
36 Chapter 19.02 MICC has not been provided, or because maximum allowable hardscape
37 has been exceeded, can be increased in height and gross floor area (up to the maximum
38 height and gross floor area permitted). No new hardscape or further reduction in
39 landscaping area is permitted unless:

- 40 i. The site is either brought into conformance with all applicable lot coverage
41 requirements of MICC 19.02.020; or
42 ii. For lots where the ~~minimum-maximum~~ hardscape is exceeded, two square
43 feet of legally existing hardscape are removed for every one square foot of new
44 hardscape; or
45 iii. For lots where the maximum lot coverage is exceeded, two square feet of
46 landscaping area are provided for every one square foot of additional
47 nonlandscaping area.
48 ...

1
2 19.02.010 Single-family.
3 A. Uses Permitted in Zones R-8.4, R-9.6, R-12, and R-15.

4 ...
5 13. Open Space.
6 ...

7 19.02.020 Development standards.
8 ...
9 C. Yard Requirements.

10 ...
11 2. Yard Determination.

12 a. Front Yard. ~~The front yard is the yard abutting an improved street from which the lot~~
13 ~~gains primary access or the yard abutting the entrance to a building and extending the~~
14 ~~full width of the lot. If this definition does not establish a front yard setback, the code~~
15 ~~official shall establish the front yard based upon orientation of the lot to surrounding~~
16 ~~lots and the means of access to the lot.~~

17 i. Front Yard – General. For lots that are not corner lots or waterfront lots, the
18 front yard shall extend the full width of the lot and is determined using the
19 following sequential approach, in descending order of preference, until a front
20 yard is established:

21 (A) The yard abutting an improved street from which the lot gains
22 primary access.

23 (B) The yard abutting the primary entrance to a building.

24 (C) The orientation of buildings on the surrounding lots and the means
25 of access to the lot.

26 ii. Front Yard – Corner Lots. On corner lots the front yard shall be measured
27 from the narrowest dimension of the lot abutting a street. The yard adjacent to
28 the widest dimension of the lot abutting a street shall be a side yard, provided:-

29 (A) If a setback equivalent to or greater than required for a front yard is
30 provided along the property lines abutting both streets, then only one
31 of the remaining setbacks must be a rear yard.

32 iii. Front Yard – Waterfront Lots. On a waterfront lot, regardless of the location
33 of access to the lot, the front yard may be measured from the property line
34 opposite and generally parallel to the ordinary high water line.

35 iv. This code section shall apply except as provided for in MICC 19.08.030(F)(1).

36 b. Rear Yard. ~~Except as allowed in subsections (a)(ii) and (iii) above, the~~ rear yard is the
37 yard opposite the front yard. The rear yard shall extend across the full width of the rear
38 of the lot, and shall be measured between the rear line of the lot and the nearest point
39 of the main building including an enclosed or covered porch. If this definition does not
40 establish a rear yard setback for irregularly shaped lots, the code official ~~may~~ shall
41 establish the rear yard based on the following method: The rear yard shall be measured
42 from a line or lines drawn from side lot line(s) to side lot line(s), at least 10 feet in
43 length, parallel to and at a maximum distance from the front lot line.

44 ~~c. Corner Lots. On corner lots the front yard shall be measured from the narrowest~~
45 ~~dimension of the lot abutting a street. The yard adjacent to the widest dimension of the~~
46 ~~lot abutting a street shall be a side yard. If a setback equivalent to or greater than~~
47 ~~required for a front yard is provided along the property lines abutting both streets, then~~

~~only one of the remaining setbacks must be a rear yard. This code section shall apply except as provided for in MICC 19.08.030(F)(1).~~

~~cd. Side Yard. Any yards not designated as a front or rear yard shall be defined as a side yard.~~

...
E. Building Height Limit.

3. Antennas, lightning rods, plumbing stacks, flagpoles, electrical service leads, chimneys and fireplaces, solar panels, rooftop deck railings, and other similar appurtenances may extend to a maximum of five feet above the height allowed for the main structure in subsections (E)(1) and (2) of this section. Rooftop railings shall be designed such that at least 80 percent of the total surface area consists of visual open spaces.

...
19.02.040 Garages, other accessory buildings and accessory structures.

...
D. Garages and Carports. Garages and carports may be built to within 10 feet of the ~~front~~ property line in the front yard provided: if the front yard of the lot

1. There is greater than four vertical feet measured between the elevation at the bottom of the wall of the building, and the ground elevation at the front yard property line where such the property line is closest to the building. The elevations of both the intersection of the building and the ground, and the point of the property line closest to the wall of the building, shall be measured using the lower of the existing and finished grade, measured at the midpoint of the wall of the garage closest to the front yard property line, is more than four feet above or below the existing grade or finished grade, whichever is lower, at the point on the front property line closest to the midpoint of the wall of the garage at its proposed location; and,
2. The height of such garage or carport shall not exceed 12 feet from existing or finished grade, whichever is lower, for that portion built within the front yard.

...
19.02.050 Fences, retaining walls and rockeries.

...
C. Height Measurement.

1. Fences/Gates. The height of a fence or gate is measured from the top of the fence or gate, including posts, to the existing grade or finished grade, whichever is lower, directly below the section of the fence or gate being measured.
2. Retaining Walls and Rockeries. The height of a retaining wall or rockery is measured from the top of the retaining wall or rockery to the existing grade or finished grade, whichever is lower, directly below the retaining wall or rockery.
3. Multiple Retaining Walls. Retaining walls outside of required yard setbacks shall be stepped to meet a 1:1 ratio of separation with 45 degrees of grade to be considered separate. For example, two six-foot-tall retaining walls would need to be separated by at least six feet of horizontal distance measured from the toe of the upper wall to the top of the bottom wall, to be considered separate and not combined for maximum height calculations.

...
19.04.020 Commercial offices.

...
B. Required Conditions.

4. Not more than 60 percent of a lot may be covered by buildings, structures, and other impervious surfaces, including outdoor storage areas, provided the exemptions for decks, pavers, patios and walkways detailed in MICC ~~19.02.020(D)(2)~~ 19.02.060(C) shall apply. The building footprint shall occupy no more than 35 percent of the gross lot area.

19.15.030 Land use review types

Table A. Land Use Review Type

Type I	Type II	Type III	Type IV
<ul style="list-style-type: none"> • Home business • Seasonal development limitation waiver • Nonmajor single-family dwelling permits • Tree removal permit • Right-of-way permit • Special needs group housing safety determination • Tenant improvement/change of use • Shoreline Exemption¹ • Critical areas determination (steep slope alteration) • Final short plat • Temporary commerce on public property • Site development permits • Transportation concurrency certificate 	<ul style="list-style-type: none"> • Modified wireless communication facilities (6409 per 47 CFR 1.40001) • Lot line revision • Setback deviations • Final plat ^{2,3} • Code official design review • Accessory dwelling unit • Parking variances (reviewed by city engineer) 	<ul style="list-style-type: none"> • New and modified wireless (non-6409) eligible facility • SEPA threshold determination • Critical areas determination (wetland/watercourse buffer averaging/reduction) • Temporary encampment⁴ • Short plat alteration and vacations • Preliminary short plat • Development code interpretations • Major single-family dwelling building permit⁵ • Shoreline substantial development permit¹ • Shoreline revision (substantial development)¹ 	<ul style="list-style-type: none"> • Preliminary long plat approval • Conditional use permit • Variance • Critical areas reasonable use exception • Long plat alteration and vacations • Parking variances (reviewed by design commission) • Variance from short plat acreage limitation • Wireless communication facility height variance • Planned unit development • Design commission design review • Shoreline conditional use permit (SCUP)^{5,6} • Shoreline variance^{5,6} • Shoreline revision (variance and SCUP)

¹Appeal will be heard by the Shorelines Hearings Board.

²Decision is made by city council after discussion at a public meeting.

³A notice of decision will be issued for a final long plat.

⁴A public meeting is required.

⁵Major single-family dwelling building permits are subject only to the notice of application process. A notice of decision will be provided to parties of record.

56Hearing examiner will forward a recommendation to the Washington State Department of Ecology for Ecology's decision.

...

19.16.010 Definitions

...

Finished Grade: The surface level at any point on the lot at the conclusion of development.

...

Gross Floor Area: The total square footage of floor area bounded by the exterior faces of the building.

1. The gross floor area of a single-family dwelling shall include:

...

e. Decks that are attached to the second or third story-level of a single-family dwelling and are covered by a roof. For the purposes of calculating the gross floor area of covered decks, the entire deck area covered by the roof shall be accounted for as floor area, provided an 18-inch eave extending beyond the edge of the deck shall not be included in the gross floor area.

...

2. The gross floor area of a single-family dwelling does not include:

a. Second- or third-storylevel uncovered decks, or uncovered rooftop decks.

b. First level covered decks.

...

Hardscape: The solid, hard elements or structures that are incorporated into landscaping. The hardscape includes, but is not limited to, structures other than buildings, paved areas other than driving surfaces, stairs, walkways, decks, patios, and similar constructed elements. The hardscape within landscaping is usually made up of materials that include, but are not limited to, wood, stone, concrete, gravel, artificial turf, and permeable pavements or pavers, and similar materials. Hardscape does not include solid, hard elements or structures that are covered by a minimum of two feet of soil intended for softscape (for example, a septic tank or detention tank covered with at least two feet of soil and planted shrubs is not hardscape). Hardscape areas do not include driving surfaces or buildings.

...

Kitchen: Any room used, intended, or designed for cooking and/or preparation of food. An identifiable area inside a building for the cooking, refrigeration and storage of food that includes, but is not limited to, the following improvements:

1. Ventilation;

2. A sink;

3. A combination of appliances used to cook food including a stove, range, oven, or microwave;

4. A refrigerator; and

4.5. A counter or cupboards.

...

Open Space: Open space functions as protection of natural resources and biodiversity, recreation spaces, development of neighborhood gathering spaces, and promotion of public health benefits. Open space areas are left predominantly in a vegetated state to create urban separators and greenbelts, and that:

1. Sustain native ecosystems, connect and increase protective buffers for environmentally critical areas; or

2. Provide a visual contrast to continuous development, reinforce community identity and aesthetics; or
- 4.3. Provide links between important environmental or recreational resources.

...

Remodel: Interior or exterior alteration of a structure that includes, but is not limited to, the following:

1. Transforming the structure of any home or building;
2. Change in floor plan layout;
3. Combining rooms (removing walls); or
- 4.4. The addition or removal of the exterior or interior of any structure.

...

Yard: An open, unoccupied space, unobstructed from the ground to the sky, except where specifically provided by this code, on the lot on which a building is situated, required to be kept open by the yard requirements prescribed herein. Except as otherwise specified, the edge of the yard is measured from a fixed point or line on the lot such as the edge of an easement that affords or could be capable of affording vehicular access, or from a property line. Determination of front, rear, and side yards are established in MICC 19.02.020(C)(2).

~~1. Front Yard: The front yard is the yard abutting an improved street from which the lot gains primary access or the yard abutting the entrance to a building and extending the full width of the lot. If this definition does not establish a front yard setback, the code official shall establish the front yard based upon orientation of the lot to surrounding lots and the means of access to the lot.~~

~~2. Rear Yard: The yard opposite the front yard.~~

~~3. Side Yard: Any yards not designated as a front or rear yard shall be defined as a side yard.~~

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PLANNING SCHEDULE

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

Special Meetings and Study Sessions begin at 6:00 pm. Regular Meetings begin at 7:00 pm. Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

APRIL 30 – 5:00 PM (SPECIAL MEETING)		DUE TO:	4/19 D/P	4/22 FN	4/22 CA	4/23 Clerk
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
EXECUTIVE SESSION (5:00-6:00 pm)						
60	To discuss pending or potential litigation with legal counsel pursuant to RCW 42.30.110(1)(i) for approximately 60 minutes.					
STUDY SESSION (6:00-7:00 pm)						
60	AB 5547: Mercer Island Transit Interchange and King County Metro Concurrence with ST Settlement Agreement			Kirsten Taylor		
SPECIAL BUSINESS (7:00 pm)						
120	AB 5553: Youth & Family Services (YFS) Department Funding History & Proposed Budget Adjustments to 2019-2020 YFS Fund Budget			Cindy Goodwin		
30	AB 5554: Planning Commission's Recommendation for Code Cleanup Amendments (1st Reading)			Andrew Leon & Evan Maxim		

MAY 7		DUE TO:	4/26 D/P	4/29 FN	4/29 CA	4/30 Clerk
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
ABSENCES:						
STUDY SESSION (6:00-7:00 pm)						
60	AB 5558: Discussion of ARCH Operations and Management			Julie Underwood		
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
--	AB 5562: Soil Remediation Appropriation Request			Jason Kintner		
--	AB 5557: 2019 Arterial and Residential Street Overlays Bid Award			Clint Morris		
PUBLIC HEARING						
90	AB 5556: Public Hearing: Preview of 6-Year Transportation Improvement Program			Patrick Yamashita		
REGULAR BUSINESS						
30	AB xxxx: Fourth Quarter 2018 Financial Status Report & 2019-2020 Budget Adjustments			Chip Corder		
EXECUTIVE SESSION						
	To discuss pending or potential litigation with legal counsel pursuant to RCW 42.30.110(1)(i)					

<TENTATIVE> MAY 14 – 6:00 PM (SPECIAL MEETING)						
STUDY SESSION (6:00-7:00 pm)						
60	AB xxxx: Mercer Island Coalition Presentation (tentative)			Cindy Goodwin		

MAY 21 ABSENCES:		DUE TO:	5/10 D/P	5/13 FN	5/13 CA	5/14 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
60	AB xxxx: Aubrey Davis Park Master Plan Concept Alternatives			Paul West		
SPECIAL BUSINESS (7:00 pm)						
5	AB 5561: Safe Boating and Paddling Week Proclamation			Ed Holmes		
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
15	AB 5559: ARCH 2019 Administrative Budget and Work Program			Alison Van Gorp		
15	AB 5560: ARCH 2018 Trust Fund Approval			Alison Van Gorp		
15	AB xxxx: First Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments			Chip Corder		
60	AB xxxx: Critical Areas Ordinance – First Reading & (tentative) Adoption			Evan Maxim		
30	AB xxxx: Code Cleanup – Second Reading and Adoption			Evan Maxim		
EXECUTIVE SESSION						

JUNE 4 ABSENCES: Bertlin		DUE TO:	5/24 D/P	5/27 FN	5/27 CA	5/28 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
60	Pilot Project for Short-Term Commuter Parking					
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
45	AB xxxx: Interim Design and Concealment Standards for Small Cell Facilities Deployment Ordinance – Extension and Adoption			Evan Maxim		
REGULAR BUSINESS						
45	AB xxxx: Adoption of 6-Year Transportation Improvement Program			Patrick Yamashita		
45	AB xxxx: Critical Areas Ordinance – Second Reading			Evan Maxim		
15	AB xxxx: 2019 Boards and Commission Appointments			Deb Estrada		
EXECUTIVE SESSION						

JUNE 18 ABSENCES:		DUE TO:	6/7 D/P	6/10 FN	6/10 CA	6/11 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
45	AB xxxx: Twenty-four Eleven Development Agreement (action)			Evan Maxim		
REGULAR BUSINESS						
60	Optimizing Efficiencies & Cost Control Measures			Julie Underwood		
60	AB xxxx: Community Facilities Code Amendment – First Reading & Handoff (tentative)			Evan Maxim		
60	HOLD for Commuter Parking Project					
EXECUTIVE SESSION						

JUNE 21 MID-YEAR PLANNING SESSION ABSENCES:		DUE TO:	6/7 D/P	6/10 FN	6/10 CA	6/11 Clerk
1:00-8:00 pm at MICEC						

JULY 2 - CANCELED LEGAL: To be scheduled		DUE TO:	6/7 D/P	6/10 FN	6/10 CA	6/11 Clerk
CANCELED						

JULY 16 ABSENCES:		DUE TO:	7/5 D/P	7/8 FN	7/8 CA	7/9 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
60	AB xxxx: Sound Transit Park-and-Ride Parking Permit Program			Kirsten Taylor		Ali
SPECIAL BUSINESS (7:00 pm)						
	AB xxxx: Parks & Recreation Month Proclamation			Jessi Bon		
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
60	AB xxxx: Community Facilities Code Amendment – Second Reading & Adoption			Evan Maxim		
EXECUTIVE SESSION						

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JULY 17 – TBD (SPECIAL MEETING)					
LEGAL:					
Special Joint Meeting with Planning Commission					

AUGUST 6	DUE	7/26	7/29	7/29	7/30
ABSENCES:	TO:	D/P	FN	CA	Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)					
SPECIAL BUSINESS (7:00 pm)					
Women’s Equality Day Proclamation					
CONSENT CALENDAR					
PUBLIC HEARING					
REGULAR BUSINESS					
AB xxxx: Code Amendment to Update School Impact Fees (1 st Reading and Adoption)			Evan Maxim		
EXECUTIVE SESSION					

AUGUST 20	DUE	8/9	8/12	8/12	8/13
ABSENCES:	TO:	D/P	FN	CA	Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)					
SPECIAL BUSINESS (7:00 pm)					
AB xxxx: National Senior Citizen’s Day (August 21) Proclamation			Diane M.		
CONSENT CALENDAR					
PUBLIC HEARING					
REGULAR BUSINESS					
EXECUTIVE SESSION					

SEPTEMBER 3 – CANCEL??	DUE	8/23	8/26	8/26	8/27
ABSENCES:	TO:	D/P	FN	CA	Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER

STUDY SESSION (6:00-7:00 pm)			
60	HOLD for Commuter Parking Project		
SPECIAL BUSINESS (7:00 pm)			
5	Mayor's Day of Concern for the Hungry Proclamation	Cindy Goodwin	Ali
5	National Preparedness Month	Jennifer Franklin	Ali
CONSENT CALENDAR			
PUBLIC HEARING			
REGULAR BUSINESS			
45	Second Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments	Chip Corder	Ali
EXECUTIVE SESSION			

SEPTEMBER 17		DUE TO:	9/6 D/P	9/9 FN	9/9 CA	9/10 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	National Recovery Month Proclamation			Derek Franklin		Ali
5	Peace Day on Mercer Island Proclamation			Diane Mortenson		Ali
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
60	HOLD for Commuter Parking Project					
	AB xxx: Q3 Sustainability Update [Placeholder]					
EXECUTIVE SESSION						

OCTOBER 1		DUE TO:	9/20 D/P	9/23 FN	9/23 CA	9/24 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						

5	Domestic Violence Action Month Proclamation	Derek Franklin	Ali
5	National Community Planning Month	Evan Maxim	Ali
CONSENT CALENDAR			
PUBLIC HEARING			
REGULAR BUSINESS			
EXECUTIVE SESSION			

OCTOBER 15		DUE	10/4	10/7	10/7	10/8
ABSENCES:		TO:	D/P	FN	CA	Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
60	2019 Comprehensive Plan Amendments – First Reading		Evan Maxim			
EXECUTIVE SESSION						

NOVEMBER 5 (ELECTION DAY – TBD)		DUE	10/25	10/28	10/28	10/29
ABSENCES:		TO:	D/P	FN	CA	Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
	Veteran’s Day Proclamation		Ali Spietz		Julie	
CONSENT CALENDAR						
	2019 Comprehensive Plan Amendments – Second Reading		Evan Maxim			
PUBLIC HEARING						
REGULAR BUSINESS						

2020 Comprehensive Plan Amendment Docket	Evan Maxim
EXECUTIVE SESSION	

NOVEMBER 19		DUE TO:	11/8 D/P	11/11 FN	11/11 CA	11/12 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
60	2019-2020 Mid-Biennial Budget Review (Third Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments; NORCOM 2020 budget resolution; 2020 utility rate resolutions; and 2020 property tax ordinances)			Chip Corder		
REGULAR BUSINESS						
EXECUTIVE SESSION						

DECEMBER 3		DUE TO:	11/22 D/P	11/25 FN	11/25 CA	11/26 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
EXECUTIVE SESSION						

DECEMBER 17		DUE TO:	12/6 D/P	12/9 FN	12/9 CA	12/10 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		SIGNER

STUDY SESSION (6:00-7:00 pm)			
SPECIAL BUSINESS (7:00 pm)			
CONSENT CALENDAR			
PUBLIC HEARING			
REGULAR BUSINESS			
EXECUTIVE SESSION			

OTHER ITEMS TO BE SCHEDULED:

- Parks Waterfront Structures Long-Term Planning – P. West
- Land Conservation Work Plan Update – A. Sommargren
- Open Space Vegetation Management – A. Sommargren
- Agreement to terminate current MOU w/ MICA
- Comprehensive Mobility Plan (ST Settlement) – K. Taylor
- Sound Transit Park-and-Ride Parking Permit Program – K. Taylor

2020 Agenda Items:

- Hazzard Mitigation Plan approval

STATE/REGIONAL ISSUES:

- 2019 State Legislative Session Recap
- Initiative 976
- Vision 2050

- King County Conservation District Work Plan and Budget (move from Other Items to be Scheduled)
- King County Parks Levy Renewal
- King County Medic One/EMS Levy Renewal

MISD BOARD JOINT MEETING DATES:

- Thursday, April 25, 2019

ANNUAL (ROUTINE) ITEMS:

Council/City Manager:

- Legislative Agenda (Q3 & Q4)
- City Council Annual Planning Session (Q1)
- Adoption of City Council Goals (Q2)
- Mini-Planning Session (Q2)
- Sustainability Update (Q1 & Q3)
- Boards & Commissions Annual Appointments (Q2)

Community Planning and Development:

- ARCH Budget and Work Program (Q1)
- ARCH Trust Fund Recommendations (Q1)
- Code Amendment to Update School Impact Fees (Q3)
- Comprehensive Plan Amendments (Q4)
- Comprehensive Plan Docket (Q4)

Finance/Budget:

Every Year:

- General Fund & REET Surplus Disposition (Q2)
- 4th Quarter Financial Status Report & Budget Adjustments (Q2)
- 1st Quarter Financial Status Report & Budget Adjustments (Q2)
- 2nd Quarter Financial Status Report & Budget Adjustments (Q3)
- 3rd Quarter Financial Status Report & Budget Adjustments (Q4)

Odd Years:

- Mid-Biennial Budget Review (3rd Quarter Financial Status Report & Budget Adjustments, Utility Rates, and Property Tax Levy) (Nov Mtg)

Even Years:

- Capital Improvement Program (CIP) Budget Kick-Off (2nd Mar Mtg)
- Operating Budget Kick-Off (Mini-PS)
- Proposed Budget: Presentation & Distribution (1st Oct Mtg)
- Proposed Budget: Operating Budget Review (2nd Oct Mtg)
- Proposed Budget: Capital Improvement Program Review (1st Nov Mtg)
- Proposed Budget: Finalize Changes & Adopt Tax Ordinances and Fee Resolutions (2nd Nov Mtg)
- Final Budget Adoption (1st Dec Mtg)

Fire Department:

Human Resources:

- Police & Police Support Collective Bargaining Agreements
- Fire Collective Bargaining Agreement
- AFSCME Collective Bargaining Agreement

Parks & Recreation:

- Open Space Conservancy Trust Board Annual Report and Work Plan (Q2)

Public Works:

- Bid Awards & Project Close-Outs
- Public Hearing: Preview of 6-Year Transportation Improvement Program (Q2)
- Adoption of 6-Year Transportation Improvement Program (Q2)

Youth & Family Services:

- Interlocal Agreement with MISD for School Mental Health Counselors (Q3)

Proclamations

- Martin Luther King Jr. Day (1st Jan)
- Black History Month (1st Feb)
- Women’s History Month & International Women’s Day (1st Mar)
- Sexual Assault Awareness Month (1st Apr)
- Earth Day (2nd Apr)
- Volunteer Appreciation Week (2nd Apr)
- Building Safety Month (1st May)
- Safe Boating and Paddling Week (2nd May)
- Public Works Week (2nd May)
- Parks and Recreation Month! (1st Jul)
- Women’s Equality Day (1st Aug)
- National Recovery Month (1st Sep)
- National Preparedness Month (1st Sep)
- Mayor’s Day of Concern for the Hungry (1st Sep)
- Peace Day on Mercer Island (September 18)
- Domestic Violence Action Month (1st Oct)
- National Community Planning Month (1st Oct)
- Veteran’s Day (1st Nov)