



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5544
April 2, 2019
Study Session

Table with 3 columns: Title (PARKS 2019-2020 MAJOR PROJECTS UPDATE), Action (Presentation and discussion only), and Action Needed (Discussion Only, Motion, Ordinance, Resolution).

Table with 2 columns: Field (DEPARTMENT OF, COUNCIL LIAISON, EXHIBITS, 2018-2019 CITY COUNCIL GOAL, APPROVED BY CITY MANAGER) and Value (Parks and Recreation (Jessi Bon), n/a, 2. Maintain QofL/Essential Services).

Table with 3 columns: Amount of Expenditure, Amount Budgeted, Appropriation Required, and Value (\$ n/a).

SUMMARY

The purpose of this agenda bill is to provide the City Council with an update on major projects in the Parks and Recreation Department. This includes current and upcoming capital and planning projects. A brief summary of the projects and their status is provided below.

Prevailing Wage Rate Status Update

In August 2018, the Department of Labor and Industries (L&I) increased the prevailing wage rate for landscape maintenance and construction trades from \$17.87 to \$37.67 per hour. This was the result of legislation that passed during the 2018 session establishing new procedures for setting prevailing wage rates. The impact to jurisdictions, including the City of Mercer Island, that contract for landscape maintenance services was unduly burdensome. In response, the Association of Washington Cities submitted an appeal to L&I on behalf of its member cities.

Effective March 11, 2019, L&I's emergency rule establishes a new scope of work for landscape maintenance that is separate and distinct from landscape construction and effectively restores the original prevailing wage rate of \$17.87 per hour. While the new scope of work description is positive for the long-term, the timing of the decision presented some challenges. Staff did not receive advance notice prior to awarding several contracts that were bid using the higher prevailing wage rate. After consulting with legal counsel, staff concluded that the cost savings to re-bid was negligible and proceeded with the existing contracts. Staff are pleased to report that the bids came in at or near prior year contract amounts, thereby minimizing budget impacts.

Conversely, the landscape maintenance contract for City buildings was *not* awarded prior to the effective date of L&I's emergency rule, and staff decided to reject all bids and re-bid. The second bid process for a landscape maintenance contract for City buildings is currently underway.

All future contracts for landscape maintenance will be bid under the new (restored) lower prevailing wage rate.

Parks, Recreation and Open Space (PROS) Plan Update

The PROS Plan is a standard strategic planning tool used by municipal governments to anticipate and plan for programmatic and capital needs in parks and recreation. A PROS plan is also a requirement of several key Washington State grant funding programs, and as such, must be updated every six years to maintain grant eligibility. The PROS Plan also establishes level of service guidelines and identifies future capital needs, both of which are needed for a future update to the park impact fees.

The Mercer Island PROS Plan was last adopted in 2014 and is scheduled to be updated as part of the City Council's 2019-2020 work plan. Consultant selection will begin in the Spring of 2019, with final Plan adoption anticipated at the end of 2020. The new Parks and Recreation Commission will play a key role in the planning process and staff anticipate a robust community engagement process.

ADA Transition Plan

The Americans with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications. The City is required to complete a Self-Evaluation and Transition Plan that will address the requirements of ADA Title II (Nondiscrimination on the Basis of Disability in State and Local Government Services). This plan will be used to identify obstacles limiting accessibility, describe and identify methods to make these obstacles accessible, and plan a schedule to bring City facilities and operations into compliance.

The Parks and Recreation Department, together with the Public Works Department, are co-leading this planning process. Consultant selection will begin in the spring of 2019, with final Plan adoption anticipated by the end of 2020. All City Departments will be involved in the planning process.

Aubrey Davis Park Master Plan

The City of Mercer Island hosted an Aubrey Davis Park Master Plan Open House on Thursday, February 28, and included project partners from Sound Transit, Washington State Department of Transportation, and the King County Wastewater Treatment Division. Over 100 residents participated in the open house and the feedback from attendees was positive, particularly since it was the first time all of the partner agencies had gathered in one room to discuss the various projects occurring along the Mercer Island portion of the I-90 corridor.

Feedback from the February 28 Open House, a citizen survey, and input from other community meetings is currently being compiled to help develop concept alternatives for the Aubrey Davis Park Master Plan. The alternatives will be presented for public comment at a second open house scheduled for Tuesday, April 23, at the Mercer Island Community and Event Center at 6:00 pm.

The Master Plan work will continue through the calendar year, with adoption of the final Master Plan scheduled for the end of 2019.

Groveland Beach Dock and Shoreline Re-Opening May 25

The Groveland Beach Dock and Shoreline maintenance and repair project (see [AB 5165](#), [AB 5391](#), and [AB 5424](#)) is substantially complete. The contractor finished the work, and staff are completing the closeout paperwork.

Project Budget:	\$981,655
Estimated Close Out:	\$969,961

The project consisted of major repairs to the existing large swimming pier, including the following: removing the swim skirt, installing wave attenuators, restoring shoreline at the north end of the beach, and installing a lake water intake for irrigation. The repairs performed are estimated to extend the useful life by approximately 10 to 15 years. Additionally, the small pier was removed as mitigation for this project.

Parks Maintenance crews are currently preparing to re-open Groveland Beach Park on May 25. There are several maintenance items needed prior to re-opening, including bench refurbishment, turf establishment, and installation of permanent signage.

As a reminder, due to expenditure reductions, this beach will no longer have lifeguards and swimming will be at your own risk.



Groveland Beach looking north at the new section of shoreline restoration.

Additional maintenance and repairs at Groveland Beach Park will need to be addressed in future capital planning cycles. One such repair is the existing concrete bulkhead, which is undermined and will need to be addressed in the next 5 to 15 years. Groveland Beach Park's infrastructure needs will be assessed as part of the comprehensive capital project evaluation included in the scope of work for the Parks, Recreation and Open Space (PROS) Plan update.

Clarke Beach Swim Enclosure Removal

The swim enclosure at Clarke Beach was constructed in 1972 and is scheduled for removal in 2020.

Project Budget	\$70,000 (includes design, permitting, and construction)
Project Timeline:	
Design	Q2 2019
Permitting	Q3 2019 (will take approximately 9 months)
Bidding	Q2 2020
Construction	Q3 2020

The funds budgeted may not be enough to complete the mitigation and restoration work at this Park. Staff are exploring additional grant funding and partnership options.

The swim enclosure is comprised of a series of steel sheet pilings embedded in the lakebed. Ongoing repairs to the swimming enclosure are significant and costly. For example, the wooden cap rail and fascia boards were torn off by wave action during a recent storm. The cap rail was last repaired in 2013, at which time it was recognized that the enclosure was negatively impacting lake habitat (primarily juvenile salmon) and the sheet piles were deteriorating.

In 2014, the Overwater Structures Report identified concerns regarding the longevity of the sheet pile enclosure. The report noted rough metal edges and holes in the sheet pilings, which may present a risk to swimmers. Parks staff installed a swim float line several feet inside the enclosure to create a buffer to separate the swimmers from the sheet piles. There is some evidence that the sheet piles are separating at the seams. Staff are carefully monitoring the sheet piles, as their collapse could cause a release of sediment into nearshore habitat.

In 2017, Parks staff set-up a time lapse camera to assess use of the swim area at Clarke Beach. The time-lapse compilation indicated light use during most of the summer, with the exception of really hot days. The swim area was also frequented by many off-leash dogs. Clarke Beach is shaded in the afternoon and attracts a smaller crowd than Luther Burbank Park or Groveland Beach Park. Staff are currently evaluating alternatives to maintain a designated swim area after the swim enclosure is removed. The short-term fix likely will be a simple swim line set with anchors. Clarke Beach does not have lifeguards on duty. Looking ahead, Clarke Beach will be included in the capital infrastructure analysis as part of the PROS plan.



Clarke Beach swim enclosure showing the swim float line and sheet piles missing the wooden cap rail

Restoration of this shoreline area has significant habitat potential given its location near the mouth of the Cedar River. In particular, the removal of the swim enclosure will make the area more attractive for young juvenile salmon. Several partner agencies, including the Muckleshoot Tribe, the Army Corp of Engineers and the Washington State Department of Fish and Wildlife, support the removal of the sheet pile enclosure. This project is also consistent with the City's established Shoreline Management Program policies.

South Mercer Playfield Backstop Improvements

This is a safety project at the South Mercer Island Playfields and involves the installation of safety enhancements to protect spectators from fly balls.

Project Budget	\$308,000
Project Timeline:	
Design	Q1 2020
Permitting	Q2 2020
Bidding	Q2 2020
Construction	Q3 2020

The ballfields at South Mercer are currently used by Little League and other baseball and softball programs. The fields are oriented in a traditional clover-leaf layout, with the backstops adjoining a central plaza. The backstops are functional and meet industry standards, but the absence of extended safety netting allows foul balls to travel freely into the plaza area.



South Mercer Playfield backstops project location showing central plaza spectator area

The City will retain a consulting firm with experience in athletic field safety improvements to propose options for this site.

Luther Burbank Waterfront Plaza

The waterfront plaza adjacent to the boiler building at Luther Burbank Park needs significant repairs. This project is included in the 2019-2020 CIP.

Project Budget	\$70,000 (out of \$110,000 parks maintenance levy fund budget)
Project Timeline:	
Design	Q2 2018, except for Handsome Bollards artwork repairs
Permitting	Q3 2018
Bidding	Q2 2019
Construction	Q3 2019

In the summer of 2017, the brick banding around the Handsome Bollards artwork failed and the concrete unit pavers became loose. Parks staff discovered that a storm drainage system in the park malfunctioned and water seeped under the pavers, causing damage. In the fall of 2018, Parks Maintenance team members repaired the storm drainage system.

The *Handsome Bollards* were installed along the shoreline at Luther Burbank Park in 1974. The artwork is located along the edge of the plaza and secures a safety chain adjacent to the water's edge. The *Handsome Bollards* installation is heavily corroded and in need of repairs. These findings were reported to the Arts Council, and they are working with staff and the artist to evaluate the best approach for restoration. If they move forward, the public art maintenance budget will be used to cover repair costs.



Plaza damage around Handsome Bollards

Luther Burbank Dock Reconfiguration

The Luther Burbank Dock Reconfiguration is a multi-year project that will reconfigure the docks consistent with the Luther Burbank Park Master Plan ([AB 5486](#)). This project is heavily dependent on grant funding for design and construction.

Project Budget	\$261,000
Grant Funding	\$173,000 (grant application under review)
Project Timeline:	
Design	Q4 2019
Permitting	Q3 2020
Bidding	2021 or 2022 (contingent on grant funding from multiple sources)
Construction	2021 or 2022 (contingent on grant funding from multiple sources)

Parks and Recreation staff completed the application process for the Washington State Recreation and Conservation Funding Board's (RCFB) Boating Facilities Program grant for design and permitting of the Luther Burbank Dock Reconfiguration project. If awarded, this grant will provide 75% of the funds for eligible design expenses. The RCFB is scheduled to announce grant awards in June of 2019.

Summary

The focus for the 2019-2020 biennium is on maintaining existing park assets, with safety projects identified as the highest priority. This approach, however, is not keeping pace with the aging infrastructure needs of the Mercer Island parks system. The parks shoreline infrastructure in particular is nearing the end of its useful life, is costly to repair or replace, and is burdened by very complex and time-consuming permitting requirements.

Existing funding resources for City parks capital projects (REET, impact fees, the Parks Maintenance and Operations Levy, the King County Parks Levy, grants, and community donations) fall significantly short of meeting the capital funding needs of the City's parks system. Many projects in the queue for repair or replacement (e.g. Luther Burbank Park Docks) are also highly dependent on receipt of grant awards, which is concerning considering the urgency of these projects and the high variability in grant funding.

The PROS Plan update, scheduled to begin this year, comes at a critical time for the Mercer Island parks system. The Plan will include a comprehensive parks infrastructure assessment with a life-cycle analysis and planning level cost estimates for infrastructure replacement. The Plan will also include a long-term strategy to address the park shoreline infrastructure. This information will be used to develop a prioritized long-term capital project list and to inform a future parks capital funding discussion.

RECOMMENDATION

Parks and Recreation Director

Presentation and discussion only. No formal action is required.



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5543
April 2, 2019
Special Business

Table with 3 columns: Title (SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION), Action (Proclaim April 2019 as Sexual Assault Awareness Month in the City of Mercer Island), and Action Needed (Discussion Only, Motion, Ordinance, Resolution).

Table with 2 columns: Category (DEPARTMENT OF, COUNCIL LIAISON, EXHIBITS, 2018-2019 CITY COUNCIL GOAL, APPROVED BY CITY MANAGER) and Value (Youth and Family Services (Derek Franklin), n/a, 1. Sexual Assault Awareness Month Proclamation, n/a).

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

SUMMARY

In the United States, April is Sexual Assault Awareness Month (SAAM). The goal of SAAM is to raise public awareness about sexual violence and educate communities on how to prevent it.

King County Sexual Assault Resource Center (KCSARC) provides sexual assault-related services for people of all ages in King County, WA, while working toward the ultimate goal of eliminating sexual violence and abuse from our communities.

KCSARC's overall purpose is to alleviate, as much as possible, the trauma of sexual assault for victims and their families. Their mission is to give voice to victims, their families, and the community; create change in beliefs, attitudes, and behaviors about violence; and instill courage for people to speak out about sexual assault.

Lawton Penn, Vice President of KCSARC's Board of Directors and Mercer Island resident, will be at the meeting to represent KCSARC and receive the proclamation.

Davis Wright Tremaine LLP (“DWT”) for 24 years, advising employers on all aspects of the employment relationship, including employment agreements, disability accommodation, workplace investigations and managing through the range of challenging personnel issues. Past roles and responsibilities at DWT have included: Eight years on the firm’s Executive Committee, Chair of the Labor & Employment Practice Group, and founding member the firm’s diversity committee. She served on the Board of Trustees for ACT Theatre from 1995 – 2003 and on the Board of Trustees for the ACT Foundation from 2004 – 2010. Lawton is a native of Seattle, and she and her husband lead active lives, raising four girls on Mercer Island.

RECOMMENDATION

MIYFS Senior Programs Manager and Clinical Supervisor

Mayor presents the proclamation and proclaims April 2019 as Sexual Assault Awareness Month in the City of Mercer Island.



City of Mercer Island, Washington

Proclamation

WHEREAS, Sexual Assault Awareness Month (SAAM) calls attention to the fact that sexual violence is widespread and impacts every person in this community in some way;

WHEREAS, nationally, 1 in 5 children under 18 are sexually abused;

WHEREAS, in Washington State, 45% of women and 22% of men report having experienced sexual violence in their lifetime;

WHEREAS, of the 4,888 individuals served by the King County Sexual Assault Resource Center in 2018, half were children;

WHEREAS, the risk is even higher for people of color, refugees, immigrants, LGBTQ and other marginalized community members; one recent study shows 94% of Native American women in Seattle report they have been sexually assaulted;

WHEREAS, the national SAAM 2019 theme is "I Ask" which encourages and empowers everyone, no matter the scenario, to ask for consent, listen, and accept answers without pressuring or coercing another;

WHEREAS, negative impacts of sexual violence trauma on women, men, children and youth include fear, concern for safety, symptoms of post-traumatic stress disorder, injury, and missed work or school; and

WHEREAS, working together to educate our community about sexual violence, supporting survivors when they come forward, speaking out against harmful attitudes and actions, and engaging in best-practice sexual violence prevention work helps end sexual violence.

NOW, THEREFORE, I, Debbie Bertlin, Mayor of the City of Mercer Island, do hereby proclaim April 2019 as

SEXUAL ASSAULT AWARENESS MONTH

in the City of Mercer Island and urge all join advocates and communities across King County in taking action to prevent sexual violence by standing with survivors. Together, we commit to a safer future for all children, young people, adults, and families in our community.

APPROVED, this 2nd day of April 2019

Mayor Debbie Bertlin



CERTIFICATION OF CLAIMS

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

Charles L. Corder
Finance Director

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

Mayor

Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	197332 -197443	3/18/2019	\$ 343,951.76
			\$ 343,951.76

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	4,778.26
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	2,726.37
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	1,667.95
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	1,182.22
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	713.17
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	604.15
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	577.72
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	577.72
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	557.26
P0102969	00197332	ABBOTT, CARRIE	Rental FA-2322 completed. Retu	400.00
P0102934	00197335	AMERICAN ISRAEL PUBLIC	Rental FA-1371 completed. Retu	400.00
P0102901	00197387	MERCER ISLAND LAX CLUB	Rental FA-1888 completed. Retu	400.00
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	278.25
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	264.41
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	214.12
P0102902	00197414	SKIBINSKI, DAVID	Etiquette class cancelled	179.00
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	150.40
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	131.92
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	112.01
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	99.99
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	99.99
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	89.94
P0102898	00197374	KING COUNTY PUBLIC HEALTH	Rental FA-2477 completed. Retu	75.00
P0102899	00197397	NP USA PRODUCT FAIR	Rental FA-2513 completed. Retu	75.00
P0102900	00197406	REI	Rental FA-2518 completed. Retu	75.00
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	54.29
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	52.35
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	50.48
P0102977	00197432	WA ST TREASURER'S OFFICE	Remit FEB19 Court Transmittal	26.49
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	21.88
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	18.32
P0102968	00197375	KONYA, SEIKO	Snow refunds	16.80
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	8.63
P0102978	00197431	WA ST TREASURER'S OFFICE	Remit FEB19 NC Court Transmitt	3.84
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0102939	00197379	LAKESIDE INDUSTRIES	INVENTORY PURCHASES	1,745.70
P0102941	00197360	GEMPLER'S INC	INVENTORY PURCHASES	774.14
P0102912	00197349	CERTIFIED LABORATORIES	INVENTORY PURCHASES	555.71
P0102903	00197357	DUNN LUMBER COMPANY	INVENTORY PURCHASES	395.20
	00197343	BOSTOCK, KENNETH	OVERPAYMENT REFUND	314.41
P0102865	00197364	GRAINGER	INVENTORY PURCHASES	276.26
P0102851	00197359	FORESTRY SUPPLIERS INC	INVENTORY PURCHASES	39.75
<i>Org Key: 814072 - United Way</i>				
	00197424	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	80.00
<i>Org Key: 814074 - Garnishments</i>				
	00197351	CLERK OF COURT	PAYROLL EARLY WARRANTS	531.60
	00197423	UNITED STATES TREASURY	PAYROLL EARLY WARRANTS	352.46

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00197388	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	315.00
<i>Org Key: 814076 - City & Counties Local 21M</i>				
	00197439	WSCCCE AFSCME AFL-CIO	PAYROLL EARLY WARRANTS	2,518.58
<i>Org Key: 814077 - Police Association</i>				
	00197401	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,453.81
<i>Org Key: 814083 - Vol Life Ins - States West Lif</i>				
	00197339	AWC	MARCH 2019	367.90
<i>Org Key: 814085 - GET Program Deductions</i>				
	00197361	GET Washington	PAYROLL EARLY WARRANTS	250.00
<i>Org Key: CA1100 - Administration (CA)</i>				
P0102930	00197407	RELX INC DBA LEXISNEXIS	Library Subscriptions - Invoice	317.90
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0102928	00197368	HONEYWELL, MATTHEW V	Professional Services - Invoic	1,500.00
P0102931	00197368	HONEYWELL, MATTHEW V	Professional Services - Invoice	1,450.00
P0102926	00197362	GOODSON, DAVID M	Professional Services - Invoice	500.00
<i>Org Key: CA1300 - Public Records</i>				
P0102927	00197436	WAPRO	Tuition and Registration - Inv	175.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0102660	00197425	UNIVERSITY OF WASHINGTON	Econ Dev 2019 Student	1,850.00
P0102997	00197429	VERIZON WIRELESS	CM Phone; Inv: 9824774021	58.03
<i>Org Key: CM1300 - Sustainability</i>				
P0102970	00197347	CEDAR GROVE COMPOSTING INC	Organic Waste Service 2/2019 C	28.70
P0102970	00197347	CEDAR GROVE COMPOSTING INC	Organic Waste Service 2/2019 L	28.70
<i>Org Key: CR1100 - Human Resources</i>				
P0102997	00197429	VERIZON WIRELESS	HR Hotspot; Inv: 9824774021	40.01
<i>Org Key: CT1100 - Municipal Court</i>				
P0102987	00197370	INTERCOM LANGUAGE SERVICES INC	Intercom invoice #19-66 -	910.00
P0102866	00197441	XEROX CORPORATION	Xerox invoice #096065229	154.42
P0102940	00197380	LANGUAGE LINE SERVICES	Language Line invoice # 451300	47.97
<i>Org Key: DS0000 - Development Services-Revenue</i>				
P0102860	00197340	BELLEVUE, CITY OF	2019 Quarterly MBP.Com Fees	9,979.00
	00197416	STUART SILK ARCHITECTS	PERMIT REFUND	508.00
	00197394	MOTION SPACE ARCHT DESIGN	PERMIT REFUND	488.00
	00197416	STUART SILK ARCHITECTS	PERMIT REFUND	15.24
	00197394	MOTION SPACE ARCHT DESIGN	PERMIT REFUND	14.64
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0102967	00197354	DAILY JOURNAL OF COMMERCE	Ntc. 1/28 RFQ Watercourse	84.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0102976	00197363	GOVERNMENT FINANCE OFFICERS	2019 GAAFR Subscription	50.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0102974	00197430	VERIZON WIRELESS	CITYWORKS IPAD FOR JEEP	40.01
<i>Org Key: FR1100 - Administration (FR)</i>				
P0102894	00197419	SYSTEMS DESIGN WEST LLC	01/2019 Transport Billing Fees	1,393.00
	00197348	CENTURYLINK	PHONE USE MAR 2019	164.93
P0102882	00197409	RICOH USA INC	Cost Per Copy/Fire	87.69
<i>Org Key: FR2100 - Fire Operations</i>				
P0102895	00197411	SEA WESTERN INC	Helmet for Deputy Mayor (he wi	447.43
P0102895	00197411	SEA WESTERN INC	Hose Straps	78.93
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0102893	00197382	LIFE ASSIST INC	Station/Rig Aid Supplies	1,314.90
<i>Org Key: GGM001 - General Government-Misc</i>				
P0102861	00197340	BELLEVUE, CITY OF	2019 Annual eCityGov Alliance	3,900.00
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P0102960	00197381	LEOPOLD, FREDERIC	LEOFF1 Retiree Medical Expense	8,182.00
P0102953	00197352	COOPER, ROBERT	FRLEOFF1 Retiree Medical Expen	890.94
P0102994	00197356	DEEDS, EDWARD G	LEOFF1 Retiree Medical Expense	411.12
P0102955	00197402	PROVOST, ALAN	FRLEOFF1 Retiree Medical Expen	345.38
P0102954	00197358	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	154.68
P0102995	00197434	WALLACE, THOMAS	LEOFF1 Retiree Medical Expense	148.51
P0102996	00197338	AUGUSTSON, THOR	LEOFF1 Retiree Medical Expense	76.33
<i>Org Key: GX9995 - Employee Benefits-General</i>				
P0103036	00197337	ASSOCIATION OF WA CITIES	2019 Workers Comp Retro Progra	3,751.68
<i>Org Key: GX9996 - Employee Benefits-Police</i>				
P0103036	00197337	ASSOCIATION OF WA CITIES	2019 Workers Comp Retro Progra	7,073.35
<i>Org Key: GX9997 - Employee Benefits-Fire</i>				
P0103036	00197337	ASSOCIATION OF WA CITIES	2019 Workers Comp Retro Progra	12,435.45
<i>Org Key: GX9998 - Employee Benefits-Maintenance</i>				
P0103036	00197337	ASSOCIATION OF WA CITIES	2019 Workers Comp Retro Progra	10,126.58
P0103036	00197337	ASSOCIATION OF WA CITIES	2019 Drug and Alcohol Consorti	1,960.00
<i>Org Key: IGV012 - MW Pool Operation Subsidy</i>				
P0102579	00197392	MI SCHOOL DISTRICT #400	MI Pool Operation Subsidy	11,611.88
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0102817	00197383	LIFTOFF LLC	Office 365 Annual Renewal	59,328.00
P0102966	00197412	SEELCLICKFIX	SEELCLICKFIX ANNUAL SUPPORT	8,000.00
P0102848	00197396	NETWORK COMPUTING ARCHITECTS	Watchguard Renewal, Main and	5,445.88
P0102965	00197373	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,122.00
	00197348	CENTURYLINK	PHONE USE MAR 2019	547.11
P0102961	00197333	ACCESS	BLACK BOX PICK UP, DELIVERY, D	439.43
P0102975	00197430	VERIZON WIRELESS	IGS WIFI, LOANER, MDC1, SPARE	200.05
P0102376	00197385	MAGNAS LLC	MONTHLY LONG DISTANCE JAN-DEC	192.11
	00197348	CENTURYLINK	PHONE USE FEB 2019	114.07

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT2100 - Roadway Maintenance</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE MARCH 2019	3,403.40
P0102946	00197345	CADMAN INC	UTILITY SAND (128.38 TONS)	3,530.47
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	2,740.19
P0102845	00197334	ALPINE PRODUCTS INC	ROAD MARKERS & MARKER PADS	2,908.40
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0102943	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	218.86
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	13.92
<i>Org Key: MT3000 - Water Service Upsizes and New</i>				
P0102946	00197345	CADMAN INC	5/8"-MINUS ROCK (96.74 TONS)	1,314.23
<i>Org Key: MT3100 - Water Distribution</i>				
P0102946	00197345	CADMAN INC	5/8"-MINUS ROCK (96.74 TONS)	1,314.23
P0102875	00197364	GRAINGER	LED FLASHLIGHTS	172.04
P0102937	00197391	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	44.51
<i>Org Key: MT3150 - Water Quality Event</i>				
	00197426	UPS	SHIPPING EXPENSE	252.28
<i>Org Key: MT3200 - Water Pumps</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	3,258.84
	00197348	CENTURYLINK	PHONE USE MAR 2019	238.76
<i>Org Key: MT3400 - Sewer Collection</i>				
P0102875	00197364	GRAINGER	LED FLASHLIGHTS	84.73
	00197426	UPS	SHIPPING EXPENSE	37.92
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	3,994.61
P0102921	00197364	GRAINGER	COMBINATION WRENCHES & BIBS	349.93
P0102851	00197359	FORESTRY SUPPLIERS INC	CHAPS, KEVLAR, ORANGE 32	133.91
P0102812	00197364	GRAINGER	8" PIPE CAPACITY STRAP WRENCH	101.85
P0102937	00197391	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	48.48
P0102943	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	36.48
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0102658	00197427	UTILITIES UNDERGROUND LOCATION	2019 UTILITY LOCATE SERVICES	285.09
<i>Org Key: MT4200 - Building Services</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	9,514.20
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	3,789.82
P0102924	00197399	PACIFIC AIR CONTROL INC	CITY HALL HVAC MAINT 3/1/2019	2,335.85
P0102943	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	587.72
P0102913	00197418	SUPPRESSION SYSTEMS INC	CH FIRE FINAL REPORT 3/1/19	38.50
<i>Org Key: MT4300 - Fleet Services</i>				
P0102879	00197372	KENT D BRUCE CO LLC	FL-0420 REPAIR PARTS	1,237.49
P0103085	00197442	NAPA AUTO PARTS	DECEMBER REPAIR INVOICES	1,010.77
P0102624	00197395	NAPA AUTO PARTS	2019 REPAIR PARTS/INVENTORY	64.28
P0102981	00197417	SUNDSTROM, ROBERT	Birding Trip - Instructor paym	55.83
<i>Org Key: PO1100 - Administration (PO)</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102816	00197346	CDW GOVERNMENT INC	Fujitsu ScanSnap Scanner ix500	526.83
	00197366	HOLMES, EDWARD J	PER DIEM REIMBURSEMENT	200.50
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0102962	00197415	SKYLINE COMMUNICATIONS INC	EOC MONTHLY INTERNET SERVICE	206.55
<i>Org Key: PO1700 - Records and Property</i>				
P0102867	00197441	XEROX CORPORATION	PD Copier Fees	380.00
<i>Org Key: PO2100 - Patrol Division</i>				
P0102827	00197377	KROESENS UNIFORM COMPANY	Police lettering on new jumpsu	20.90
	00197376	KRAMP, ROBERT A	FLASH DRIVE	16.50
<i>Org Key: PO4300 - Police Training</i>				
	00197413	SEIFERT, MIKE	PER DIEM REIMBURSEMENT	270.40
	00197413	SEIFERT, MIKE	MILEAGE EXPENSE	193.72
<i>Org Key: PR1100 - Administration (PR)</i>				
P0102472	00197440	XEROX CORPORATION	Monthly lease charges for Upst	144.30
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	99.33
	00197348	CENTURYLINK	PHONE USE MAR 2019	52.57
P0102472	00197440	XEROX CORPORATION	Use charge for copier - 12-30-	14.52
<i>Org Key: PR2100 - Recreation Programs</i>				
P0102981	00197417	SUNDSTROM, ROBERT	Birding Trip - Instructor paym	532.59
<i>Org Key: PR2108 - Health and Fitness</i>				
P0102933	00197400	PAULETTO, MAUDE	Instructor fees - Course #3529	261.80
P0102950	00197410	ROSENSTEIN, SUSIE	Instructor fees - enhanced fit	150.00
P0102932	00197365	GRAY, KATY S.	Instructor fees - course #3539	81.90
<i>Org Key: PR3500 - Senior Services</i>				
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	38.82
<i>Org Key: PR4100 - Community Center</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE MARCH 2019	3,968.80
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	1,545.15
P0102473	00197440	XEROX CORPORATION	Monthly lease charges for colo	267.20
P0102473	00197440	XEROX CORPORATION	Use free for 1-20-19 to 2-21-1	159.51
P0102823	00197435	WALTER E NELSON CO	3 boxes of Affinity Man Cran F	158.60
P0102862	00197405	PUGET SOUND SPECIALTIES INC.	ULTRA VOILET DE-ICER (49 BAGS)	174.00
P0102949	00197390	MI HARDWARE - P&R	Misc MICEC supplies	62.28
	00197344	BREBAN, GHITA	SENIOR SOCIAL EXPENSES	55.02
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	33.04
<i>Org Key: PR5700 - Special Programs</i>				
	00197428	VADEN, GAYLENE	MILEAGE EXPENSE	75.75
	00197342	BLUVAS, SARAH	MILEAGE EXPENSE	62.52
<i>Org Key: PR6100 - Park Maintenance</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	1,713.18
P0102944	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,140.63
P0102904	00197371	ISSAQUAH HONDA KUBOTA	New small equipment purchases	652.85
P0102952	00197371	ISSAQUAH HONDA KUBOTA	REPAIR POLE PRUNER	556.37

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	168.98
P0102945	00197367	HOME DEPOT CREDIT SERVICE	18V BATTERIES	174.90
P0102862	00197405	PUGET SOUND SPECIALTIES INC.	ULTRA VOILET DE-ICER (49 BAGS)	173.99
P0102936	00197355	DATAQUEST LLC	Background check for employees	121.00
P0102935	00197389	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	66.27
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	105.62
P0102876	00197364	GRAINGER	TOOL BOXES	95.71
	00197348	CENTURYLINK	PHONE USE MAR 2019	86.34
P0102944	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	73.04
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	1,900.06
P0102944	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,879.58
P0102904	00197371	ISSAQUAH HONDA KUBOTA	New small equipment purchases	594.01
P0102862	00197405	PUGET SOUND SPECIALTIES INC.	ULTRA VOILET DE-ICER (49 BAGS)	174.00
P0102521	00197350	CINTAS CORPORATION #460	Weekly floor mat cleaning at L	123.00
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	120.91
P0102945	00197367	HOME DEPOT CREDIT SERVICE	DOOR HANDLE	30.77
<i>Org Key: PR6600 - Park Maint-School Related</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	637.91
P0102862	00197405	PUGET SOUND SPECIALTIES INC.	ULTRA VOILET DE-ICER (49 BAGS)	174.00
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	6.28
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	526.44
P0102938	00197443	UNITED SITE SERVICES	Portable restrooms for Lid Par	214.30
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	120.91
<i>Org Key: PR6800 - Trails Maintenance</i>				
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	20.01
<i>Org Key: PR6900 - Aubrey Davis Park Maintenance</i>				
P0102904	00197371	ISSAQUAH HONDA KUBOTA	New small equipment purchases	1,019.66
P0102944	00197393	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	570.48
P0102862	00197405	PUGET SOUND SPECIALTIES INC.	ULTRA VOILET DE-ICER (49 BAGS)	174.00
P0102520	00197420	T2 SYSTEMS CANADA INC	Monthly charges for services t	77.00
<i>Org Key: ST0004 - ST Last Mile Solutions</i>				
P0102858	00197421	UBER	2018 Uber First/Last Pilot Pro	14,000.00
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0102942	00197384	LIGHTHOUSE LAW GROUP PLLC	Professional Services - Invoice	2,520.00
P0102929	00197336	ASPECT CONSULTING LLC	Professional Services - Invoi	495.50
<i>Org Key: WG105R - Community Center Bldg Repairs</i>				
P0102925	00197399	PACIFIC AIR CONTROL INC	REPLACE BEARING IN GYM AHU 3/1	4,218.50
<i>Org Key: WG106R - North Fire Station Repairs</i>				
P0102922	00197341	BLIND ALLEY, THE	SHADES DAYROOM & DORM ROOMS	3,993.00
P0102923	00197378	LAKESIDE DOORS INC	FS91 ENGINE BAY DOOR MOTOR	2,582.80

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P0102570	00197369	HORIZON	PARKS FL-0454 REPLACEMENT	16,309.92
<i>Org Key: WG317T - Police In-Car Video System</i>				
P0102451	00197437	WATCHGUARD VIDEO	Replace PD DVR System, 5YR	39,341.53
<i>Org Key: WPI22R - Vegetation Management</i>				
P0102769	00197433	WACD PLANT MATERIAL CENTER	Open Space Plants	831.93
P0102964	00197422	UNITED SITE SERVICES	Volunteer Event Portable Restr	127.37
P0102979	00197430	VERIZON WIRELESS	P&R Monthly wireless cell phon	20.03
<i>Org Key: WP720R - Recurring Park Projects</i>				
P0102907	00197347	CEDAR GROVE COMPOSTING INC	2-WAY TOPSOIL (25YDS)	811.25
P0102872	00197369	HORIZON	60) 2" X 8' LODGE POLES	178.65
P0102907	00197347	CEDAR GROVE COMPOSTING INC	COMPOST-FINE (5-YDS)	140.25
P0102935	00197389	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	10.95
<i>Org Key: XG918T - Network Infrastructure Extend</i>				
P0102956	00197398	OLDCASTLE PRECAST INC	TYPE 1 JUNCTION BOXES & LIDS	2,904.00
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
P0102872	00197369	HORIZON	60) 2" X 8' LODGE POLES	87.99
<i>Org Key: YF1100 - YFS General Services</i>				
P0102593	00197440	XEROX CORPORATION	Lease and billable prints/copi	182.87
	00197386	MARZANO, GALLIO	WEBCAM FOR CLINICAL USE	24.21
<i>Org Key: YF1200 - Thrift Shop</i>				
P0102908	00197408	RETAIL POINT OF SALE INC	Operating supplies (sale tags)	1,175.01
	00197404	PUGET SOUND ENERGY	ENERGY USE FEB 2019	681.95
	00197348	CENTURYLINK	PHONE USE MAR 2019	172.56
<i>Org Key: YF2500 - Family Counseling</i>				
P0102242	00197438	WOOD, JULIE D	Clinical consults 2019	300.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0102909	00197353	COUNTRY VILLAGE DAY SCHOOL	Childcare payment for EA clien	600.00
P0102248	00197403	PUGET SOUND ENERGY	Utility assistance for Emergen	42.10
Total				<u>343,951.76</u>

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197332	03/14/2019	ABBOTT, CARRIE Rental FA-2322 completed. Retu	P0102969	FA2322	03/07/2019	400.00
00197333	03/14/2019	ACCESS BLACK BOX PICK UP, DELIVERY, D	P0102961	3077382	01/31/2019	439.43
00197334	03/14/2019	ALPINE PRODUCTS INC ROAD MARKERS & MARKER PADS	P0102845	TM183236	02/20/2019	2,908.40
00197335	03/14/2019	AMERICAN ISRAEL PUBLIC Rental FA-1371 completed. Retu	P0102934	FA1371	03/05/2019	400.00
00197336	03/14/2019	ASPECT CONSULTING LLC Professional Services - Invoi	P0102929	32405	02/20/2019	495.50
00197337	03/14/2019	ASSOCIATION OF WA CITIES 2019 Workers Comp Retro Progra	P0103036	67219/67320	12/13/2019	35,347.06
00197338	03/14/2019	AUGUSTSON, THOR LEOFF1 Retiree Medical Expense	P0102996	OH011357	03/11/2019	76.33
00197339	03/14/2019	AWC MARCH 2019		OH011384	03/01/2019	367.90
00197340	03/14/2019	BELLEVUE, CITY OF 2019 Quarterly MBP.Com Fees	P0102861	34434	02/21/2019	13,879.00
00197341	03/14/2019	BLIND ALLEY, THE SHADES DAYROOM & DORM ROOMS FS	P0102922	13944	01/15/2019	3,993.00
00197342	03/14/2019	BLUVAS, SARAH MILEAGE EXPENSE		OH011385	03/07/2019	62.52
00197343	03/14/2019	BOSTOCK, KENNETH OVERPAYMENT REFUND		OH011383	03/06/2019	314.41
00197344	03/14/2019	BREBAN, GHITA SENIOR SOCIAL EXPENSES		OH011387	03/10/2019	55.02
00197345	03/14/2019	CADMAN INC UTILITY SAND (128.38 TONS)	P0102946	5581938/5581939/	02/06/2019	6,158.93
00197346	03/14/2019	CDW GOVERNMENT INC Fujitsu ScanSnap Scanner ix500	P0102816	RFR5023	02/22/2019	526.83
00197347	03/14/2019	CEDAR GROVE COMPOSTING INC Organic Waste Service 2/2019 C	P0102907	0000438832	02/28/2019	1,008.90
00197348	03/14/2019	CENTURYLINK PHONE USE MAR 2019		OH011391	03/01/2019	1,376.34
00197349	03/14/2019	CERTIFIED LABORATORIES INVENTORY PURCHASES	P0102912	3449771	02/22/2019	555.71
00197350	03/14/2019	CINTAS CORPORATION #460 Weekly floor mat cleaning at L	P0102521	4016084212/40164	02/04/2019	123.00
00197351	03/14/2019	CLERK OF COURT PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	531.60
00197352	03/14/2019	COOPER, ROBERT FRLEOFF1 Retiree Medical Expen	P0102953	OH011359	03/06/2019	890.94
00197353	03/14/2019	COUNTRY VILLAGE DAY SCHOOL Childcare payment for EA clien	P0102909	OH011358	03/04/2019	600.00
00197354	03/14/2019	DAILY JOURNAL OF COMMERCE Ntc. 1/28 RFQ Watercourse	P0102967	369818	01/28/2019	84.00
00197355	03/14/2019	DATAQUEST LLC Background check for employees	P0102936	8124	02/28/2019	121.00
00197356	03/14/2019	DEEDS, EDWARD G LEOFF1 Retiree Medical Expense	P0102994	OH011360	03/11/2019	411.12
00197357	03/14/2019	DUNN LUMBER COMPANY INVENTORY PURCHASES	P0102903	6167838	02/28/2019	395.20

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197358	03/14/2019	ELSOE, RONALD LEOFF1 Retiree Medical Expense	P0102954	OH011361	03/06/2019	154.68
00197359	03/14/2019	FORESTRY SUPPLIERS INC INVENTORY PURCHASES	P0102851	48195600	02/21/2019	173.66
00197360	03/14/2019	GEMPLER'S INC INVENTORY PURCHASES	P0102941	SI04366754	02/01/2019	774.14
00197361	03/14/2019	GET Washington PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	250.00
00197362	03/14/2019	GOODSON, DAVID M Professional Services - Invoic	P0102926	20191010	03/04/2019	500.00
00197363	03/14/2019	GOVERNMENT FINANCE OFFICERS 2019 GAAFR Subscription	P0102976	0157563S2019	02/22/2019	50.00
00197364	03/14/2019	GRAINGER LED FLASHLIGHTS	P0102812	9094244150	02/20/2019	1,080.52
00197365	03/14/2019	GRAY, KATY S. Instructor fees - course #3539	P0102932	3539	03/05/2019	81.90
00197366	03/14/2019	HOLMES, EDWARD J PER DIEM REIMBURSEMENT		OH011381	03/12/2019	200.50
00197367	03/14/2019	HOME DEPOT CREDIT SERVICE 18V BATTERIES	P0102945	0057269022918	03/05/2019	205.67
00197368	03/14/2019	HONEYWELL, MATTHEW V Professional Services - Invoic	P0102928	1085	02/26/2019	2,950.00
00197369	03/14/2019	HORIZON 60) 2" X 8' LODGE POLES	P0102570	3M296318	02/21/2019	16,576.56
00197370	03/14/2019	INTERCOM LANGUAGE SERVICES INC Intercom invoice #19-66 -	P0102987	1966	03/06/2019	910.00
00197371	03/14/2019	ISSAQUAH HONDA KUBOTA New small equipment purchases	P0102904	995291/337271	03/04/2019	2,822.89
00197372	03/14/2019	KENT D BRUCE CO LLC FL-0420 REPAIR PARTS	P0102879	4639	02/25/2019	1,237.49
00197373	03/14/2019	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P0102965	11007752	01/31/2019	1,122.00
00197374	03/14/2019	KING COUNTY PUBLIC HEALTH Rental FA-2477 completed. Retu	P0102898	FA2477	03/03/2019	75.00
00197375	03/14/2019	KONYA, SEIKO Snow refunds	P0102968	OH011362	03/07/2019	16.80
00197376	03/14/2019	KRAMP, ROBERT A FLASH DRIVE		OH011386	03/10/2019	16.50
00197377	03/14/2019	KROESENS UNIFORM COMPANY Police lettering on new jumpsu	P0102827	54115	02/20/2019	20.90
00197378	03/14/2019	LAKESIDE DOORS INC FS91 ENGINE BAY DOOR MOTOR	P0102923	8662	02/15/2019	2,582.80
00197379	03/14/2019	LAKESIDE INDUSTRIES INVENTORY PURCHASES	P0102939	78722	02/28/2019	1,745.70
00197380	03/14/2019	LANGUAGE LINE SERVICES Language Line invoice # 451300	P0102940	4513004	02/28/2019	47.97
00197381	03/14/2019	LEOPOLD, FREDERIC LEOFF1 Retiree Medical Expense	P0102960	OH011363	03/06/2019	8,182.00
00197382	03/14/2019	LIFE ASSIST INC Station/Rig Aid Supplies	P0102893	902910	02/20/2019	1,314.90
00197383	03/14/2019	LIFTOFF LLC Office 365 Annual Renewal	P0102817	3713	02/25/2019	59,328.00

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00197384	03/14/2019	LIGHTHOUSE LAW GROUP PLLC Professional Services - Invoic	P0102942	20385	03/01/2019	2,520.00
00197385	03/14/2019	MAGNAS LLC MONTHLY LONG DISTANCE JAN-DEC	P0102376	OH011364	02/28/2019	192.11
00197386	03/14/2019	MARZANO, GALLIO WEBCAM FOR CLINICAL USE		OH011389	10/01/2018	24.21
00197387	03/14/2019	MERCER ISLAND LAX CLUB Rental FA-1888 completed. Retu	P0102901	FA1888	03/03/2019	400.00
00197388	03/14/2019	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	315.00
00197389	03/14/2019	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0102935	OH011369	02/28/2019	77.22
00197390	03/14/2019	MI HARDWARE - P&R Misc MICEC supplies	P0102949	OH011368	02/28/2019	62.28
00197391	03/14/2019	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0102937	OH011370	02/28/2019	92.99
00197392	03/14/2019	MI SCHOOL DISTRICT #400 MI Pool Operation Subsidy	P0102579	OH011367	03/06/2019	11,611.88
00197393	03/14/2019	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P0102944	OH011366	02/28/2019	4,506.79
00197394	03/14/2019	MOTION SPACE ARCHT DESIGN PERMIT REFUND		PRE18033	03/06/2019	502.64
00197395	03/14/2019	NAPA AUTO PARTS 2019 REAPIR PARTS/INVENTORY	P0102624	OH011371	02/28/2019	64.28
00197396	03/14/2019	NETWORK COMPUTING ARCHITECTS Watchguard Renewal, Main and	P0102848	53104	02/27/2019	5,445.88
00197397	03/14/2019	NP USA PRODUCT FAIR Rental FA-2513 completed. Retu	P0102899	FA2513	03/03/2019	75.00
00197398	03/14/2019	OLDCASTLE PRECAST INC TYPE 1 JUNCTION BOXES & LIDS	P0102956	010226777	02/27/2019	2,904.00
00197399	03/14/2019	PACIFIC AIR CONTROL INC CITY HALL HVAC MAINT 3/1/2019	P0102925	18010	01/31/2019	6,554.35
00197400	03/14/2019	PAULETTO, MAUDE Instructor fees - Course #3529	P0102933	3529	03/05/2019	261.80
00197401	03/14/2019	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	2,453.81
00197402	03/14/2019	PROVOST, ALAN FRLEOFF1 Retiree Medical Expen	P0102955	OH011373	03/06/2019	345.38
00197403	03/14/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011374	02/01/2019	42.10
00197404	03/14/2019	PUGET SOUND ENERGY ENERGY USE MARCH 2019		OH011395	02/22/2019	37,688.47
00197405	03/14/2019	PUGET SOUND SPECIALTIES INC. ULTRA VOILET DE-ICER (49 BAGS)	P0102862	26443	02/25/2019	869.99
00197406	03/14/2019	REI Rental FA-2518 completed. Retu	P0102900	FA2518	03/03/2019	75.00
00197407	03/14/2019	RELX INC DBA LEXISNEXIS Library Subscriptions - Invoic	P0102930	3091883536	02/28/2019	317.90
00197408	03/14/2019	RETAIL POINT OF SALE INC Operating supplies (sale tags)	P0102908	15719	02/23/2019	1,175.01
00197409	03/14/2019	RICOH USA INC Cost Per Copy/Fire	P0102882	5055979216	02/23/2019	87.69

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197410	03/14/2019	ROSENSTEIN, SUSIE Instructor fees - enhanced fit	P0102950	146	03/03/2019	150.00
00197411	03/14/2019	SEA WESTERN INC Helmet for Deputy Mayor (he wi	P0102895	211119/211128	02/28/2019	526.36
00197412	03/14/2019	SEELCLICKFIX SEELCLICKFIX ANNUAL SUPPORT	P0102966	20171998	01/31/2019	8,000.00
00197413	03/14/2019	SEIFERT, MIKE PER DIEM REIMBURSEMENT		OH011388	03/13/2019	464.12
00197414	03/14/2019	SKIBINSKI, DAVID Etiquette class cancelled	P0102902	OH011375	03/03/2019	179.00
00197415	03/14/2019	SKYLINE COMMUNICATIONS INC EOC MONTHLY INTERNET SERVICE	P0102962	IN44606	03/01/2019	206.55
00197416	03/14/2019	STUART SILK ARCHITECTS PERMIT REFUND		1902067	03/04/2019	523.24
00197417	03/14/2019	SUNDSTROM, ROBERT Birding Trip - Instructor paym	P0102981	OH011376	02/26/2019	588.42
00197418	03/14/2019	SUPPRESSION SYSTEMS INC CH FIRE FINAL REPORT 3/1/19	P0102913	17820	02/22/2019	38.50
00197419	03/14/2019	SYSTEMS DESIGN WEST LLC 01/2019 Transport Billing Fees	P0102894	MIFD0219	02/27/2019	1,393.00
00197420	03/14/2019	T2 SYSTEMS CANADA INC Monthly charges for services t	P0102520	IRIS0000051824	02/26/2019	77.00
00197421	03/14/2019	UBER 2018 Uber First/Last Pilot Pro	P0102858	45464	02/20/2019	14,000.00
00197422	03/14/2019	UNITED SITE SERVICES Volunteer Event Portable Restr	P0102964	1148112493	02/27/2019	127.37
00197423	03/14/2019	UNITED STATES TREASURY PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	352.46
00197424	03/14/2019	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	80.00
00197425	03/14/2019	UNIVERSITY OF WASHINGTON Econ Dev 2019 Student	P0102660	ES1825	02/05/2019	1,850.00
00197426	03/14/2019	UPS SHIPPING EXPENSE		0000T6781T099	03/02/2019	290.20
00197427	03/14/2019	UTILITIES UNDERGROUND LOCATION 2019 UTILITY LOCATE SERVICES	P0102658	9010185	01/31/2019	285.09
00197428	03/14/2019	VADEN, GAYLENE MILEAGE EXPENSE		OH011390	03/05/2019	75.75
00197429	03/14/2019	VERIZON WIRELESS CM Phone; Inv: 9824774021	P0102997	9824774021	02/23/2019	98.04
00197430	03/14/2019	VERIZON WIRELESS CITYWORKS IPAD FOR JEEP	P0102979	9824774017	02/23/2019	973.99
00197431	03/14/2019	WA ST TREASURER'S OFFICE Remit FEB19 NC Court Transmitt	P0102978	OH011378	02/28/2019	4,368.58
00197432	03/14/2019	WA ST TREASURER'S OFFICE Remit FEB19 Court Transmittal	P0102977	OH011379	02/28/2019	10,693.55
00197433	03/14/2019	WACD PLANT MATERIAL CENTER Open Space Plants	P0102769	19195#1	01/28/2019	831.93
00197434	03/14/2019	WALLACE, THOMAS LEOFF1 Retiree Medical Expense	P0102995	OH011380	03/11/2019	148.51
00197435	03/14/2019	WALTER E NELSON CO 3 boxes of Affinity Man Cran F	P0102823	691572	02/22/2019	158.60

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197436	03/14/2019	WAPRO Tuition and Registration - Inv	P0102927	2125	02/19/2019	175.00
00197437	03/14/2019	WATCHGUARD VIDEO Replace PD DVR System, 5YR	P0102451	4REINV0008700	02/25/2019	39,341.53
00197438	03/14/2019	WOOD, JULIE D Clinical consults 2019	P0102242	OH011377	03/04/2019	300.00
00197439	03/14/2019	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		15MAR2019	03/15/2019	2,518.58
00197440	03/14/2019	XEROX CORPORATION Monthly lease charges for Upst	P0102593	096065227	02/20/2019	768.40
00197441	03/14/2019	XEROX CORPORATION Xerox invoice #096065229	P0102867	096065228	02/20/2019	534.42
00197442	03/18/2019	NAPA AUTO PARTS DECEMBER REPAIR INVOICES	P0103085	OH011396	12/31/2019	1,010.77
00197443	03/18/2019	UNITED SITE SERVICES Portable restrooms for Lid Par	P0102938	1147669281	11/20/2018	214.30
					Total	<u>343,951.76</u>

CERTIFICATION OF CLAIMS

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

Charles L. Corder

Finance Director

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

Mayor

Date

<u>Report</u>	<u>Warrants</u>	<u>Date</u>	<u>Amount</u>
Check Register	197444 -197544	3/21/2019	\$ 183,118.82
			\$ 183,118.82

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0103027	00197503	NW ASSET MANAGEMENT	Refunding credit card payment	309.00
P0103025	00197496	MERTZ, BELINDA	CPR class refund	80.00
P0103028	00197509	PUGET SOUND CHAPTER PROJECT	FA-1326 completed. Returning r	50.00
P0103026	00197469	FINE ARTS ADVISORY COUNCIL	refunding partial mercerdale s	16.50
P0103024	00197500	MOHN, COLLEEN	Snow refunds	15.12
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0103010	00197451	CESSCO INC	INVENTORY PURCHASES	463.41
P0102985	00197480	IBS INC	INVENTORY PURCHASES	445.59
P0102959	00197472	GRAINGER	INVENTORY PURCHASES	264.22
<i>Org Key: CA1100 - Administration (CA)</i>				
P0103084	00197494	MARTEN LAW	Professional Services - Invoic	261.31
P0103083	00197534	WA LEGAL MESSENGERS INC	Legal Messenger Services - Che	45.00
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0103102	00197499	MOBERLY AND ROBERTS	Professional Services - Invoic	6,150.00
P0103101	00197478	HONEYWELL, MATTHEW V	Professional Services - Court	1,300.00
P0103101	00197478	HONEYWELL, MATTHEW V	Professional Services - Court	1,100.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0102972	00197504	OCCMA	NW Reg. Managers Conference	375.00
P0102972	00197504	OCCMA	NW Reg. Managers Conference	375.00
<i>Org Key: CR1100 - Human Resources</i>				
P0103087	00197482	JOHNSON ROBERTS & ASSOCIATES	Johnson Roberts Testing for En	90.00
	00197479	HONG, JESSICA	MILEAGE EXPENSE	20.42
<i>Org Key: CT1100 - Municipal Court</i>				
P0103011	00197475	GREER, J SCOTT	Judge Pro Tem 3/11/19 - 2.5 hr	125.00
<i>Org Key: DS0000 - Development Services-Revenue</i>				
	00197541	WILLIAMS, BENNETT & SUSAN	PERMIT REFUND	714.55
	00197541	WILLIAMS, BENNETT & SUSAN	PERMIT REFUND	158.40
<i>Org Key: DS1100 - Administration (DS)</i>				
	00197531	VERIZON WIRELESS	CELLULAR CHARGES 1/24/19-02/23	504.57
	00197531	VERIZON WIRELESS	CELLULAR SERVICE 12/24/18-1/23	504.43
	00197531	VERIZON WIRELESS	CELLULAR SERVICE 12/24/18-1/23	160.04
	00197531	VERIZON WIRELESS	CELLULAR CHARGES 1/24/19-02/23	160.04
	00197461	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING FEB19	158.11
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
	00197461	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING FEB19	174.00
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
	00197461	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING FEB19	88.00
<i>Org Key: DS1400 - Development Engineering</i>				
	00197461	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING FEB19	109.00
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	423.63

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	330.61
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	221.66
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	423.63
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	330.61
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	221.66
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	423.63
P0103098	00197497	METROPRESORT	JANUARY 2019 PRINTING AND MAIL	330.61
<i>Org Key: FR1100 - Administration (FR)</i>				
P0102380	00197454	COMCAST	FIRE STATION 92 FIBER CIRCUIT	389.50
<i>Org Key: FR2100 - Fire Operations</i>				
P0102405	00197466	EPSCA	MONTHLY RADIO ACCESS FEES 44 R	1,237.25
P0102405	00197466	EPSCA	QTLY ACCESS FEE REBATE FIRE	-216.09
<i>Org Key: GGM001 - General Government-Misc</i>				
P0102380	00197454	COMCAST	CITY HALL BACKUP INTERNET	876.82
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0103105	00197455	CONFIDENTIAL DATA DISPOSAL	City Shredding Service - Invoi	225.00
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P0102998	00197518	SCHOENTRUP, WILLIAM	FRLEOFF1 Retiree Medical Expen	725.54
P0103038	00197502	MYERS, JAMES S	LEOFF1 Retiree Medical Expense	73.44
P0103037	00197464	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	54.74
P0103034	00197521	SMITH, RICHARD	LEOFF1 Retiree Medical Expense	39.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0102417	00197492	LIQUID PLANNER INC	LiquidPlanner Annual Subscript	4,890.60
P0102965	00197487	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,122.00
P0103100	00197485	KELLEY IMAGING SYSTEMS	HP SERVICE AND PARTS	440.02
P0103008	00197445	ACCESS	PICK UP & DELIVERY BLACK BOX	83.43
P0103005	00197542	WIMACTEL INC	POLICE LOBBY PAY PHONE	67.09
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	22.13
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT2500 - ROW Administration</i>				
P0102454	00197517	REPUBLIC SERVICES #172	2019 ROW DISPOSAL/RECYCLING SE	1,853.77
P0102455	00197517	REPUBLIC SERVICES #172	2019 PW SWEEPER HAUL AWAY	918.38
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	311.92
<i>Org Key: MT3100 - Water Distribution</i>				
P0102989	00197468	FERGUSON ENTERPRISES INC	DECHLORINATING DIFFUSER	1,004.44
P0102989	00197468	FERGUSON ENTERPRISES INC	LPD LOW FLOW INSERTS (PAIR)	308.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102984	00197467	FASTSIGNS BELLEVUE	WATER FILL STATION SIGN	83.12
P0102999	00197476	HERC RENTALS INC	CLAY SPADE BREAKER	71.57
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT3150 - Water Quality Event</i>				
P0102992	00197527	TOKAY SOFTWARE	FEBRUARY WEB TEST REPORTS	83.00
<i>Org Key: MT3200 - Water Pumps</i>				
P0099490	00197459	CUMMINS INC	SALES TAX ON LINE ITEM 0002	61.63
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	22.13
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0102596	00197474	GRCC/WW	PUMPS 101 WATER	1,000.00
P0102454	00197517	REPUBLIC SERVICES #172	2019 SEWER DISPOSAL/RECYCLING	205.97
<i>Org Key: MT3400 - Sewer Collection</i>				
P0103014	00197519	SEATTLE PUMP	3/4" X 20' 3000PSI LEADER HOSE	584.62
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00197450	CENTURYLINK BUSINESS SERVICES	PHONE USE MAR 2019	3,666.28
P0103016	00197471	GEMPLER'S INC	BOOT DRYER	70.39
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0102596	00197474	GRCC/WW	SEWER PUMPS 101	1,000.00
P0103013	00197522	SOUND SAFETY PRODUCTS	SAFETY BOOTS & MISC. WORK CLOT	275.65
P0102454	00197517	REPUBLIC SERVICES #172	2019 WATER DISPOSAL/RECYCLING	205.97
<i>Org Key: MT3800 - Storm Drainage</i>				
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	109.45
P0102971	00197472	GRAINGER	FULL BRIM HARD HAT (WHITE)	25.30
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0102717	00197531	VERIZON WIRELESS	2019 VERIZON WIRELESS	2,987.39
P0102711	00197543	XEROX CORPORATION	2019 BASE AND METER COPIER SER	503.14
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	380.90
P0103108	00197533	WA AUDIOLOGY SERVICES INC	BARNETT/ROCK RETEST	100.00
P0103007	00197470	FIRE PROTECTION INC	SECURITY MONITORING CITY BLDGS	84.75
P0103082	00197460	DATAQUEST LLC	Pre-employment Background Chec	26.50
P0102405	00197466	EPSCA	MONTHLY RADIO ACCESS FEES 1 RA	25.25
P0102405	00197466	EPSCA	QTLY ACCESS FEE REBATE PUBLIC	-4.41
<i>Org Key: MT4200 - Building Services</i>				
P0103019	00197515	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE FOR CITY	5,126.11
P0102993	00197506	OVERLAKE OIL	GENERATOR FUEL FOR NORTH/SOUT	1,202.63
P0103020	00197490	LAKESIDE DOORS INC	SHOP MECH DOOR REPAIR	986.70
P0103018	00197526	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINT CITY BLDGS 3/12	894.42
P0103007	00197470	FIRE PROTECTION INC	SECURITY MONITORING CITY BLDGS	84.75
P0103006	00197490	LAKESIDE DOORS INC	FS91 ENG BAY DOOR SENSOR FOR M	69.30
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	22.13
P0102993	00197506	OVERLAKE OIL	CREDIT	-495.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT4210 - Building Landscaping</i>				
P0102454	00197517	REPUBLIC SERVICES #172	2019 FACILITIES DISPOSAL/RECYC	205.97
<i>Org Key: MT4300 - Fleet Services</i>				
P0102654	00197446	AMERIGAS-1400	2019 PROPANE DELIVERY	297.57
P88915	00197486	KIA MOTORS FINANCE	6 MONTH LEASE EXTENSION (MONTH	263.96
P0102985	00197480	IBS INC	MISC. HARDWARE (VEHICLE MAINT.	210.26
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	22.13
<i>Org Key: MT4501 - Water Administration</i>				
P0103059	00197462	DEPT OF HEALTH	WATER SYSTEM OPERATING PERMIT	11,292.80
<i>Org Key: MT4900 - Solid Waste</i>				
P0103107	00197505	OLYMPIC ENVIRONMENTAL RES	2019 ANNUAL RECYCLE EVENTS	6,373.05
<i>Org Key: PO1100 - Administration (PO)</i>				
P0103093	00197532	VERIZON WIRELESS	Cell Phone Service for PD - In	1,292.69
P0103030	00197520	SHEPARD TRANSCRIPTION LLC	Transcription of interview	468.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0102405	00197466	EPSCA	MONTHLY RADIO ACCESS FEES 13 R	328.25
P0102405	00197466	EPSCA	QTLY ACCESS FEE REBATE EMAC	-57.33
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0102405	00197466	EPSCA	MONTHLY RADIO ACCESS FEES 57 R	1,489.75
P0102405	00197466	EPSCA	QTLY ACCESS FEE REFUND POLICE	-260.19
<i>Org Key: PO1700 - Records and Property</i>				
P0103086	00197544	XEROX CORPORATION	PD Records Copier - Invoice #	208.16
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0103103	00197481	ISSAQUAH CITY JAIL	Jail Services - Invoice # 1900	6,644.50
<i>Org Key: PO2100 - Patrol Division</i>				
P0103106	00197493	LYNXPM LLC	Digital Information Management	1,250.00
P0103096	00197539	WESCOM	Repair and calibration of	1,105.50
P0103091	00197489	KROESENS UNIFORM COMPANY	Uniform Supplies - Invoice # 5	286.55
P0103095	00197491	LIFE ASSIST INC	Patrol Aid Supplies - Invoice	219.28
P0103089	00197524	SUPERIOR TOWING INC	Impound Tow - Case # 2019-1997	207.90
P0103088	00197453	CLEANERS PLUS 1	Uniform Cleaning - Invoice # 7	164.84
P0103090	00197461	DEPT OF ENTERPRISES SERVICES	MIPD Trespass Forms - Invoice	46.54
<i>Org Key: PO3100 - Investigation Division</i>				
P0103104	00197525	THOMSON REUTERS - WEST	Thomson West Information Fees	334.48
<i>Org Key: PR1100 - Administration (PR)</i>				
P0102331	00197544	XEROX CORPORATION	Lease and print/copy charges f	169.60
P0102243	00197458	CRYSTAL SPRINGS	Monthly water service at LB -	55.60
<i>Org Key: PR2100 - Recreation Programs</i>				
P0103077	00197465	EMERALD BALLET THEATRE	Instructor fees - Course #3300	2,050.12
P0103077	00197465	EMERALD BALLET THEATRE	Instructor fees - course #3302	770.00
<i>Org Key: PR2108 - Health and Fitness</i>				
P0103079	00197473	GRAY, KATY S.	Instructor fees - course #3652	602.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0103078	00197508	PNBOA	Rec basketball - Mens B Multi	575.00
<i>Org Key: PR4100 - Community Center</i>				
P0103019	00197515	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE FOR CITY	1,897.55
P0103018	00197526	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINT CITY BLDGS 3/12	894.42
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	153.25
<i>Org Key: PR5400 - Gallery Program</i>				
P0103000	00197537	WALSH, MELISSA	Harp music for MICEC Arts even	150.00
<i>Org Key: PR6100 - Park Maintenance</i>				
P0102454	00197517	REPUBLIC SERVICES #172	2019 PARKS DISPOSAL/RECYCLING	823.90
P0102973	00197477	HOME DEPOT CREDIT SERVICE	CORDLESS DRILL & DOOR HANDLE	350.97
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	133.54
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P0103019	00197515	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE FOR CITY	2,151.25
P0103007	00197470	FIRE PROTECTION INC	SECURITY MONITORING CITY BLDGS	84.75
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.82
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	22.13
P0103052	00197540	WESTERN EQUIPMENT DIST INC	CREDIT	-194.77
<i>Org Key: PR6900 - Aubrey Davis Park Maintenance</i>				
P0102454	00197517	REPUBLIC SERVICES #172	2019 PARKS DISPOSAL/RECYCLING	823.90
P0103004	00197523	SUMMIT SAFETY SHOES	SAFETY BOOTS	164.20
P0102985	00197480	IBS INC	MISC. HARDWARE (WAREHOUSE)	25.71
<i>Org Key: WG105R - Community Center Bldg Repairs</i>				
P0102284	00197448	BLIND ALLEY INC	Mercer Island Community & Even	19,784.00
P0102525	00197463	DUCTVAC NORTHWEST LLC	2018 RETAINAGE	1,599.50
<i>Org Key: WG106R - North Fire Station Repairs</i>				
P0101440	00197528	TRU MECHANICAL INC	DORM HVAC UNIT REPLACEMENT	21,000.41
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P0102947	00197449	CDW GOVERNMENT INC	HPE 2930F Network Switch	2,970.46
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P0103052	00197540	WESTERN EQUIPMENT DIST INC	FL-0515 PLOW	1,430.00
P94483	00197486	KIA MOTORS FINANCE	DSG 2016 KIA SOUL LEASE	211.36
<i>Org Key: WG131E - Fire Equipment</i>				
P0103080	00197501	MORGAN SOUND INC	Conference Room AV	4,167.47
<i>Org Key: WG317T - Police In-Car Video System</i>				
P0103081	00197538	WATCHGUARD VIDEO	Microphones for DVR	590.00
<i>Org Key: WP113R - South Mercer Playfields</i>				
P0096487	00197484	KCDA PURCHASING COOPERATIVE	South Mercer Playground Projce	6,041.78

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: WP122R - Vegetation Management</i>				
P0102951	00197536	WACD PLANT MATERIAL CENTER	Plants - Open space	218.12
<i>Org Key: WP720R - Recurring Park Projects</i>				
P0103015	00197529	TUFF SHED INC	STORAGE SHED FOR PARKS MAINTEN	7,770.42
<i>Org Key: WR517R - SE 40th (A) Corridor Improvemnt</i>				
P0100240	00197488	KPG	SE 40TH CORRIDOR IMPROVEMENTS	1,484.00
<i>Org Key: WS101U - Backyard Sewer System Impvt</i>				
P0097718	00197452	CHS ENGINEERS LLC	81 AVE BACKYARD SIDE SEWER PHA	522.03
<i>Org Key: WS901G - Sewer System Generator Repl</i>				
P0102393	00197452	CHS ENGINEERS LLC	GENERATOR 13/17/24 AND PS 18	10,120.26
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
P0100668	00197447	BERGER PARTNERSHIP PS, THE	Luther Burbank Waterfront Plaz	497.50
<i>Org Key: YF1100 - YFS General Services</i>				
P0102331	00197544	XEROX CORPORATION	Lease and print/copy charges f	390.32
P0102243	00197458	CRYSTAL SPRINGS	Monthly water bottle service f	55.59
P0103082	00197460	DATAQUEST LLC	Pre-employment Background Chec	53.00
P0102229	00197532	VERIZON WIRELESS	Mobile device service for clie	40.01
P0102232	00197498	MI HARDWARE - YFS	Operating supplies for Tshop a	15.83
<i>Org Key: YF1200 - Thrift Shop</i>				
P0103019	00197515	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE FOR CITY	2,184.74
P0103018	00197526	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINT CITY BLDGS 3/12	894.42
P0103031	00197535	WA STUDENT ACHIEVEMENT COUNCIL	Reimbursement for overpayment	72.08
<i>Org Key: YF2100 - School/City Partnership</i>				
P0102231	00197516	REGIONAL TOXICOLOGY SERVICES	Lab fees for C.Harnish clients	15.70
<i>Org Key: YF2500 - Family Counseling</i>				
	00197483	JOHNSON, KARLENE	TRAINING EXPENSE	275.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0102245	00197507	PEBBLE @ MIPC, THE	Miscellaneous-Scholarships	1,096.20
P0102246	00197444	SHOREWOOD HEIGHTS	Rental assistance for Emergenc	1,000.00
P0103129	00197495	MERCER MANOR INC	Partial April rent payment for	1,000.00
P0102595	00197456	COUNTRY VILLAGE DAY SCHOOL	Preschool scholarships for EA	680.00
P0102248	00197514	PUGET SOUND ENERGY	Utility assistance for Emergen	560.32
P0102990	00197457	CREATIVE LEARNING CENTER	Preschool scholarship tuition	480.00
P0103039	00197530	VALLEY MEDICAL CENTER	Medical payment for EA client	389.00
P0102248	00197511	PUGET SOUND ENERGY	Utility assistance for Emergen	174.85
P0102248	00197510	PUGET SOUND ENERGY	Utility assistance for Emergen	97.48
P0102248	00197513	PUGET SOUND ENERGY	Utility assistance for Emergen	53.35
P0102248	00197512	PUGET SOUND ENERGY	Utility assistance for Emergen	44.09
Total				183,118.82

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197444	03/21/2019	SHOREWOOD HEIGHTS Rental assistance for Emergenc	P0102246	OH011397	03/19/2019	1,000.00
00197445	03/21/2019	ACCESS PICK UP & DELIVERY BLACK BOX	P0103008	7357309	02/28/2019	83.43
00197446	03/21/2019	AMERIGAS-1400 2019 PROPANE DELIVERY	P0102654	3089785912	03/07/2019	297.57
00197447	03/21/2019	BERGER PARTNERSHIP PS, THE Luther Burbank Waterfront Plaz	P0100668	31270	03/06/2019	497.50
00197448	03/21/2019	BLIND ALLEY INC Mercer Island Community & Even	P0102284	OH011401	02/22/2019	19,784.00
00197449	03/21/2019	CDW GOVERNMENT INC HPE 2930F Network Switch	P0102947	RJW0936	03/06/2019	2,970.46
00197450	03/21/2019	CENTURYLINK BUSINESS SERVICES PHONE USE MAR 2019		1463466752	03/03/2019	3,666.28
00197451	03/21/2019	CESSCO INC INVENTORY PURCHASES	P0103010	10267/10351	02/21/2019	463.41
00197452	03/21/2019	CHS ENGINEERS LLC 81 AVE BACKYARD SIDE SEWER PHA	P0102393	8017031901	01/25/2019	10,642.29
00197453	03/21/2019	CLEANERS PLUS 1 Uniform Cleaning - Invoice # 7	P0103088	76805	03/01/2019	164.84
00197454	03/21/2019	COMCAST FIRE STATION 92 FIBER CIRCUIT	P0102380	77903466	03/01/2019	1,266.32
00197455	03/21/2019	CONFIDENTIAL DATA DISPOSAL City Shredding Service - Invoi	P0103105	77081620	02/28/2019	225.00
00197456	03/21/2019	COUNTRY VILLAGE DAY SCHOOL Preschool scholarships for EA	P0102595	OH011402	03/07/2019	680.00
00197457	03/21/2019	CREATIVE LEARNING CENTER Preschool scholarship tuition	P0102990	7676	02/20/2019	480.00
00197458	03/21/2019	CRYSTAL SPRINGS Monthly water service at LB -	P0102243	5277493030119	03/01/2019	111.19
00197459	03/21/2019	CUMMINS INC SALES TAX ON LINE ITEM 0002	P0099490	CORRECTION	03/14/2019	61.63
00197460	03/21/2019	DATAQUEST LLC Pre-employment Background Chec	P0103082	8123	02/28/2019	79.50
00197461	03/21/2019	DEPT OF ENTERPRISES SERVICES BUSINESS CARD PRINTING FEB19	P0103090	73185341	03/05/2019	575.65
00197462	03/21/2019	DEPT OF HEALTH WATER SYSTEM OPERATING PERMIT	P0103059	OH011404	03/08/2019	11,292.80
00197463	03/21/2019	DUCTVAC NORTHWEST LLC 2018 RETAINAGE	P0102525	402994RET	03/12/2019	1,599.50
00197464	03/21/2019	ELSOE, RONALD LEOFF1 Retiree Medical Expense	P0103037	OH011405	03/14/2019	54.74
00197465	03/21/2019	EMERALD BALLET THEATRE Instructor fees - Course #3300	P0103077	3300/33002	03/14/2019	2,820.12
00197466	03/21/2019	EPSCA MONTHLY RADIO ACCESS FEES 44 R	P0102405	9621	03/04/2019	2,542.48
00197467	03/21/2019	FASTSIGNS BELLEVUE WATER FILL STATION SIGN	P0102984	B98311	02/01/2019	83.12
00197468	03/21/2019	FERGUSON ENTERPRISES INC DECHLORINATING DIFFUSER	P0102989	0132166	03/07/2019	1,312.44
00197469	03/21/2019	FINE ARTS ADVISORY COUNCIL refunding partial mercerdale s	P0103026	OH011406	03/13/2019	16.50

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197470	03/21/2019	FIRE PROTECTION INC SECURITY MONITORING CITY BLDGS	P0103007	49276	03/01/2019	254.25
00197471	03/21/2019	GEMPLER'S INC BOOT DRYER	P0103016	SI04382229	03/07/2019	70.39
00197472	03/21/2019	GRAINGER INVENTORY PURCHASES	P0102971	9107142714	03/06/2019	289.52
00197473	03/21/2019	GRAY, KATY S. Instructor fees - course #3652	P0103079	3652	03/14/2019	602.00
00197474	03/21/2019	GRCC/WW PUMPS 101 WATER	P0102596	1918	03/15/2019	2,000.00
00197475	03/21/2019	GREER, J SCOTT Judge Pro Tem 3/11/19 - 2.5 hr	P0103011	OH011407	03/11/2019	125.00
00197476	03/21/2019	HERC RENTALS INC CLAY SPADE BREAKER	P0102999	30608304001	03/05/2019	71.57
00197477	03/21/2019	HOME DEPOT CREDIT SERVICE CORDLESS DRILL & DOOR HANDLE	P0102973	0076377023440	03/07/2019	350.97
00197478	03/21/2019	HONEYWELL, MATTHEW V Professional Services - Court	P0103101	1087/1086	03/06/2019	2,400.00
00197479	03/21/2019	HONG, JESSICA MILEAGE EXPENSE		OH011399	02/20/2019	20.42
00197480	03/21/2019	IBS INC INVENTORY PURCHASES	P0102985	6951761/62/691	02/22/2019	1,024.59
00197481	03/21/2019	ISSAQUAH CITY JAIL Jail Services - Invoice # 1900	P0103103	19000201	02/27/2019	6,644.50
00197482	03/21/2019	JOHNSON ROBERTS & ASSOCIATES Johnson Roberts Testing for En	P0103087	138732	03/04/2019	90.00
00197483	03/21/2019	JOHNSON, KARLENE TRAINING EXPENSE		OH011400	03/13/2019	275.00
00197484	03/21/2019	KCDA PURCHASING COOPERATIVE South Mercer Playground Projce	P0096487	300367392	02/20/2019	6,041.78
00197485	03/21/2019	KELLEY IMAGING SYSTEMS HP SERVICE AND PARTS	P0103100	IN496521	02/25/2019	440.02
00197486	03/21/2019	KIA MOTORS FINANCE 6 MONTH LEASE EXTENSION (MONTH	P94483	OH011409	03/16/2019	475.32
00197487	03/21/2019	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P0102965	11007874	02/28/2019	1,122.00
00197488	03/21/2019	KPG SE 40TH CORRIDOR IMPROVEMENTS	P0100240	216119	03/05/2019	1,484.00
00197489	03/21/2019	KROESENS UNIFORM COMPANY Uniform Supplies - Invoice # 5	P0103091	54266	02/28/2019	286.55
00197490	03/21/2019	LAKESIDE DOORS INC FS91 ENG BAY DOOR SENSOR FOR M	P0103020	8730	02/28/2019	1,056.00
00197491	03/21/2019	LIFE ASSIST INC Patrol Aid Supplies - Invoice	P0103095	904388	02/27/2019	219.28
00197492	03/21/2019	LIQUID PLANNER INC LiquidPlanner Annual Subscript	P0102417	94399	03/01/2019	4,890.60
00197493	03/21/2019	LYNXPM LLC Digital Information Management	P0103106	77555	02/09/2019	1,250.00
00197494	03/21/2019	MARTEN LAW Professional Services - Invoic	P0103084	44088330	03/06/2019	261.31
00197495	03/21/2019	MERCER MANOR INC Partial April rent payment for	P0103129	OH011398	03/20/2019	1,000.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197496	03/21/2019	MERTZ, BELINDA CPR class refund	P0103025	OH011411	03/13/2019	80.00
00197497	03/21/2019	METROPRESORT JANUARY 2019 PRINTING AND MAIL	P0103098	IN604855/IN60501	01/18/2019	2,262.72
00197498	03/21/2019	MI HARDWARE - YFS Operating supplies for Tshop a	P0102232	OH011410	02/28/2019	15.83
00197499	03/21/2019	MOBERLY AND ROBERTS Professional Services - Invoic	P0103102	806	03/01/2019	6,150.00
00197500	03/21/2019	MOHN, COLLEEN Snow refunds	P0103024	OH011412	03/13/2019	15.12
00197501	03/21/2019	MORGAN SOUND INC Conference Room AV	P0103080	MSI098263	12/26/2018	4,167.47
00197502	03/21/2019	MYERS, JAMES S LEOFF1 Retiree Medical Expense	P0103038	OH011413	03/14/2019	73.44
00197503	03/21/2019	NW ASSET MANAGEMENT Refunding credit card payment	P0103027	OH011414	03/13/2019	309.00
00197504	03/21/2019	OCCMA NW Reg. Managers Conference	P0102972	OH011372	03/07/2019	750.00
00197505	03/21/2019	OLYMPIC ENVIRONMENTAL RES 2019 ANNUAL RECYCLE EVENTS	P0103107	2019OER1	03/04/2019	6,373.05
00197506	03/21/2019	OVERLAKE OIL GENERATOR FUEL FOR NORTH/SOUT	P0102993	0192162/0192164/	02/20/2019	707.63
00197507	03/21/2019	PEBBLE @ MIPC, THE Miscellaneous-Scholarships	P0102245	OH011415	03/10/2019	1,096.20
00197508	03/21/2019	PNBOA Rec basketball - Mens B Multi	P0103078	1063	03/10/2019	575.00
00197509	03/21/2019	PUGET SOUND CHAPTER PROJECT FA-1326 completed. Returning r	P0103028	FA1326	03/13/2019	50.00
00197510	03/21/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011418	03/07/2019	97.48
00197511	03/21/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011417	03/07/2019	174.85
00197512	03/21/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011420	03/13/2019	44.09
00197513	03/21/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011421	03/13/2019	53.35
00197514	03/21/2019	PUGET SOUND ENERGY Utility assistance for Emergen	P0102248	OH011419	03/13/2019	560.32
00197515	03/21/2019	RAINIER BUILDING SRV OF WA INC JANITORIAL SERVICE FOR CITY	P0103019	18663	03/04/2019	11,359.65
00197516	03/21/2019	REGIONAL TOXICOLOGY SERVICES Lab fees for C.Harnish clients	P0102231	TC20290022819	02/28/2019	15.70
00197517	03/21/2019	REPUBLIC SERVICES #172 2019 PW SWEEPER HAUL AWAY	P0102454	0172007780224	02/28/2019	5,037.86
00197518	03/21/2019	SCHOENTRUP, WILLIAM FRLEOFF1 Retiree Medical Expen	P0102998	OH011422	03/11/2019	725.54
00197519	03/21/2019	SEATTLE PUMP 3/4" X 20' 3000PSI LEADER HOSE	P0103014	2014201	01/14/2019	584.62
00197520	03/21/2019	SHEPARD TRANSCRIPTION LLC Transcription of interview	P0103030	I201975	03/08/2019	468.00
00197521	03/21/2019	SMITH, RICHARD LEOFF1 Retiree Medical Expense	P0103034	OH011423	03/14/2019	39.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00197522	03/21/2019	SOUND SAFETY PRODUCTS SAFETY BOOTS & MISC. WORK CLOT	P0103013	2622861	02/12/2019	275.65
00197523	03/21/2019	SUMMIT SAFETY SHOES SAFETY BOOTS	P0103004	106398	03/01/2019	1,696.58
00197524	03/21/2019	SUPERIOR TOWING INC Impound Tow - Case # 2019-1997	P0103089	B79385	03/08/2019	207.90
00197525	03/21/2019	THOMSON REUTERS - WEST Thomson West Information Fees	P0103104	839899973	03/01/2019	334.48
00197526	03/21/2019	THYSSENKRUPP ELEVATOR CORP ELEVATOR MAINT CITY BLDGS 3/12	P0103018	3004462639	03/01/2019	2,683.26
00197527	03/21/2019	TOKAY SOFTWARE FEBRUARY WEB TEST REPORTS	P0102992	108349	03/07/2019	83.00
00197528	03/21/2019	TRU MECHANICAL INC DORM HVAC UNIT REPLACEMENT	P0101440	7648	02/27/2019	21,000.41
00197529	03/21/2019	TUFF SHED INC STORAGE SHED FOR PARKS MAINTEN	P0103015	1517130	01/11/2019	7,770.42
00197530	03/21/2019	VALLEY MEDICAL CENTER Medical payment for EA client	P0103039	684292	03/14/2019	389.00
00197531	03/21/2019	VERIZON WIRELESS CELLULAR SERVICE 12/24/18-1/23	P0102717	9824774019/98188	02/23/2019	4,316.47
00197532	03/21/2019	VERIZON WIRELESS Cell Phone Service for PD - In	P0102229	9824774024	02/23/2019	1,332.70
00197533	03/21/2019	WA AUDIOLOGY SERVICES INC BARNETT/ROCK RETEST	P0103108	55259	02/28/2019	100.00
00197534	03/21/2019	WA LEGAL MESSENGERS INC Legal Messenger Services - Che	P0103083	336543	02/27/2019	45.00
00197535	03/21/2019	WA STUDENT ACHIEVEMENT COUNCIL Reimbursement for overpayment	P0103031	OH011424	03/13/2019	72.08
00197536	03/21/2019	WACD PLANT MATERIAL CENTER Plants - Open space	P0102951	19195FINAL	03/15/2019	218.12
00197537	03/21/2019	WALSH, MELISSA Harp music for MICEC Arts even	P0103000	11	02/26/2019	150.00
00197538	03/21/2019	WATCHGUARD VIDEO Microphones for DVR	P0103081	ACCINV0019121	03/04/2019	590.00
00197539	03/21/2019	WESCOM Repair and calibration of	P0103096	23120/23123	02/27/2019	1,105.50
00197540	03/21/2019	WESTERN EQUIPMENT DIST INC CREDIT	P0103052	7026437/8050247	02/07/2019	1,235.23
00197541	03/21/2019	WILLIAMS, BENNETT & SUSAN PERMIT REFUND		1812053	03/15/2019	872.95
00197542	03/21/2019	WIMACTEL INC POLICE LOBBY PAY PHONE	P0103005	000183267	03/01/2019	67.09
00197543	03/21/2019	XEROX CORPORATION 2019 BASE AND METER COPIER SER	P0102711	096247256/257	03/01/2019	503.14
00197544	03/21/2019	XEROX CORPORATION PD Records Copier - Invoice #	P0102331	096247254	03/01/2019	768.08
					Total	183,118.82



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING
PAYROLL DATED

3.22.2019
3.29.2019

Net Cash	\$	543,385.70
Net Voids/Manuals	\$	22,064.89
Net Total	\$	565,450.59
Federal Tax Deposit - Key Bank	\$	89,011.16
Social Security and Medicare Taxes	\$	50,597.46
Medicare Taxes Only (Fire Fighter Employees)	\$	2,465.81
State Tax (Oregon)	\$	112.24
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	29,144.71
Public Employees Retirement System 3 (PERS 3)	\$	7,052.23
Public Employees Retirement System (PERSJM)	\$	792.58
Public Safety Employees Retirement System (PSERS)	\$	205.86
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	26,729.18
Regence & LEOFF Trust - Medical Insurance	\$	-
Domestic Partner/Overage Dependant - Insurance	\$	-
Group Health Medical Insurance	\$	-
Health Care - Flexible Spending Accounts	\$	2,304.27
Dependent Care - Flexible Spending Accounts	\$	1,785.27
United Way	\$	80.00
ICMA Deferred Compensation	\$	36,556.60
Fire 457 Nationwide	\$	18,457.53
Roth - ICMA	\$	260.00
Roth - Nationwide	\$	770.25
401K Deferred Comp	\$	1,000.00
Garnishments (Chapter 13)	\$	616.50
Tax Levy	\$	607.19
Child Support	\$	599.99
Mercer Island Employee Association	\$	325.00
Cities & Towns/AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	2,019.69
Fire Union - Supplemental Dues	\$	154.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	-
AFLAC - Supplemental Insurance Plans	\$	-
Coffee Fund	\$	-
Transportation	\$	-
HRA - VEBA	\$	4,493.06
Miscellaneous	\$	-
Nationwide Extra	\$	-
GET	\$	250.00
Oregon Transit Tax and Oregon Benefit Tax	\$	1.87
Tax & Benefit Obligations Total	\$	276,392.45
TOTAL GROSS PAYROLL		\$ 841,843.04

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

Charles L. Corder

Finance Director

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

Mayor

Date



CITY COUNCIL MINUTES PLANNING SESSION FEBRUARY 1-2, 2019

FRIDAY, FEBRUARY 1, 2019

CALL TO ORDER AND ROLL CALL

Mayor Debbie Bertlin called the Planning Session to order at 2:33 pm in the Luther Burbank Room at the Mercer Island Community and Event Center, 8236 SE 24th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Lisa Anderl, Bruce Bassett, Wendy Weiker (arrived 2:45 pm), David Wisenteiner, and Benson Wong were present.

Mayor Debbie Bertlin welcomed Councilmembers and staff to the 2019 Planning Session. She noted that 2018 was an intense year and that 2019 needs to be focused on deliverables for large projects and issues the City is facing and the unanticipated items that will require attention. She reviewed the Planning Session meeting norms and the agenda. She explained that decisions are not made at the Planning Session, but agreements are reached, and staff will bring issues back for Council action at regular meetings.

SPECIAL BUSINESS

Bargaining in the Public Sector

Human Resources Director Kryss Segle introduced Otto Klein from Summit Law Group who presented information to the Council related to Washington State bargaining laws. He answered questions from the Council regarding the parameters, constraints, and considerations of bargaining with represented employee groups when the City is faced with a significant budget shortfall.

EXECUTIVE SESSION

#1: Discuss with legal counsel representing the agency litigation or potential litigation pursuant to RCW 42.30.110(1)(i)

At 4:55 pm, Mayor Bertlin convened Executive Session #1 to discuss with legal counsel representing the agency litigation or potential litigation pursuant to RCW 42.30.110(1)(i) for approximately 15 minutes.

At 5:10 pm, Mayor Bertlin reported that the Executive Session would be extended an additional 5 minutes.

At 5:15 pm, Mayor Bertlin adjourned the Executive Session #1 and the Regular Meeting reconvened.

#2: Review the performance of a public employee pursuant to RCW 42.30.110(1)(g)

At 5:20 pm, Mayor Bertlin convened Executive Session #1 to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for approximately 60 minutes

At 6:10 pm, Mayor Bertlin adjourned the Executive Session #2.

ADJOURNMENT

The Planning Session adjourned for the day at 6:11 pm.

SATURDAY, FEBRUARY 2, 2019

CALL TO ORDER and ROLL CALL

Mayor Debbie Bertlin called the Planning Session to order at 8:17 am in the Luther Burbank Room at the Mercer Island Community and Event Center, 8236 SE 24th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Lisa Anderl, Bruce Bassett, Wendy Weiker, David Wisenteiner, and Benson Wong were present.

Mayor Bertlin introduced Marilynne Beard as the facilitator for the Planning Session.

SPECIAL BUSINESS

2019-2020 Goals and Work Plan Development

Following the review of 2018 accomplishments, Ms. Beard asked Councilmembers to identify their top three priorities for 2019, which included:

- Fiscal Sustainability Planning *
 - Internal Capacity
 - Land Use Issues
 - Communication – Clear Message
 - Commuter Parking
 - Parks Issues
 - Sound Transit Spending Plan Resources *
 - Prioritizing within resources, “New Normal” *
 - Utility Upgrades
 - Environmental Sustainability
- * top priority

The Council also reviewed the Leadership Team Work Plan that identifies projects over the next three years that are already scheduled. City Manager Julie Underwood explained to Council that staff feels confident that they can meet the timelines outlined in the Leadership Team Work Plan. However, if unplanned items develop staff will need to reassess.

City Manager Underwood noted that the 2017-2018 City Council Goals and Work Plan would be refined, and the number of goals identified would be reduced due to resource and staff levels. Councilmembers Wong and Bassett expressed a desire to keep all goals identified and reduce the number of action items.

Mayor Bertlin and Councilmember Weiker expressed support for working with what the City has and revise the Council Goals and Work Plan to reflect reduced resources. Underwood suggested including a preamble to the 2019-2020 Goals and Work Plan that explains that the City has had to narrow its focus and prioritize.

Councilmember Bassett questioned the process for identifying Council goals, stating that he would like to see all ideas from all Councilmembers as was done in past years.

Council debated at length how to proceed with Council priorities. Following a break to decide how to identify and decide on goals for 2019-2020, the Council agreed on the following priorities:

1. Fiscal Sustainability Plan:

- \$1.2 Million Reductions and Revenue Enhancements
- Fiscal Sustainability Plan
- Organizational Assessments
- Engage with Grassroots Group

- Thrift Shop strategy
- Feasibility of funding school counselors

2. Sound Transit:

- Commuter Parking/Mixed-Use (Freshy's and Tully's)
- Sound Transit Interchange
- Fund Allocation

3. Required Work:

- Critical Areas Ordinance
- Small Cells Facilities
- Community Facilities Zoning
- Sign Code
- Urban Growth Capacity/GMA
- Town Center Property Development/King Property
- East Seattle School
- Aubrey Davis Park/King County Sewer Project
- Parks Recreation and Open Space Plan
- Parks and Recreation Commission Appointment
- Recology Roll Out
- ADA Transition Plan

Expanded Preamble:

- Why reducing number of priorities?
- What are our values
- Basic Services/Legally Required
- Sustainability
- Priorities vs Values
- Business Economic Development
- Communication/public involvement as an overlay

Planning “Beyond the Biennium”

2016 and 2018 Community Survey Results Regarding the Community's Priorities

City Manager Underwood and Finance Director Corder reviewed with Council the community's priorities as defined by the 2016 Mercer Island Citizen Survey Results and noted that the results have been consistent over the last 10 years. They also reviewed the importance-satisfaction matrix analysis from the 2018 community satisfaction survey to show the areas where the level of satisfaction is relatively low, and the perceived importance of the service is relatively high. Underwood noted that the intent is to preserve the services that the community considers a priority and reduce services that rank lower to the community.

First Draft of Additional \$1.2 Million in Reductions/New Revenues to Offset Deficit Spending

Finance Director Chip Corder presented the first draft of additional \$1.2 Million in reductions or new revenues to offset deficit spending as requested by the Council in fall 2018. Director Corder reminded the Council that the 2019-2020 budget is balanced. He explained that the focus was reducing deficits and looking at both sides of the ledger. City Manager Underwood explained that she asked directors to submit their recommendations for reductions and increased revenues in their departments. She noted that the Leadership Team spent a great deal of time talking through the options, prioritizing the list, and supporting the final recommended list.

City Manager Underwood noted that after evaluating the challenges of long-term planning, she is recommending reinstating the Deputy Fire Chief position that was eliminated in the 2020 budget by eliminating the pay-for-performance plan for non-represented employees. Fire Chief Heitman spoke about the Deputy Fire Chief, the

duties of the position, department administration and the difficulty of reinstating the position if it is eliminated as many of the duties will have to fall to union employees.

Council Consensus: Support City Manager Underwood's recommendation to reinstate the Deputy Fire Chief position by cutting the pay-per-performance program.

(Council recessed for 20 minutes and returned to open session for a working lunch.)

Ms. Beard suggested Council review the list of proposed reductions by department for clarification. Councilmember Wong asked that staff spend time explaining each of the proposed reductions and Department Directors answered questions from the Council regarding specific proposed reductions.

Youth and Family Services Director Cindy Goodwin reviewed the proposed revenue options for YFS and explained the pilot project for instituting school counseling fees, noting that the projected revenues were a best guess and that YFS intends to start test driving the proposed model in spring 2019. Director Goodwin and Councilmembers engaged in a lengthy discussion of the logistics of collecting fees from students who are seen by mental-health counselors at the schools.

Council agreed with the pilot project but asked for regular updates on revenue projections. They also requested long-term ideas if the revenues do not come close to projections.

Additional ideas for deficit spending reductions included, but no consensus was reached:

- Eliminate or reduce the ARCH contribution/Trust Fund
- Suspend ARCH contribution for two years
- Target 0% for contingency.

MIYFS Stakeholder Group Update

YFS Director Goodwin reported that various groups were discussing what options were available to continue funding YFS and whether they were sustainable. City Manager Underwood reported that the Mercer Island Coalition had requested a joint meeting with City Council in April or May when the Coalition believes it will have a better understanding of their direction. Council engaged in a lengthy discussion regarding the community's desire to fund YFS.

Council Consensus:

- Continue discussion on restoring school counselors (develop road map, establish time frames, and bring back to Council).
- Develop a one-time bridge for the 2019-2020 biennium.
- Develop a series of long-term options for Council consideration.
- Review YFS revenue enhancements, run the pilot program, and reassess later.
- Develop a proposal for a Thrift Store enhancement and develop strategic plan.
- Encourage the Coalition to continue working on a long-term funding solution.
- Request that staff brief the Council on YFS Department funding.

In response to the Coalition's request for a survey, YFS Director Goodwin reported that the YFS Community Needs Assessment survey might be able to incorporate the Coalition's survey, to which Council was supportive.

Council recessed from 2:20 pm to 2:39 pm

Fiscal Sustainability Plan Project

City Manager Underwood updated the Council on the status of the Fiscal Sustainability Plan (FSP) and reviewed Management Partners activities, tasks, and schedule, explaining that the fiscal sustainability plan was scheduled to be presented to the Council on April 16, 2019 and finalized by April 30, 2019. She further reported that some Councilmembers expressed an interest in hosting a community meeting with Management Partners and inviting public input. In response, a tentative May 6 date was added to the timeline to present the Draft FSP to the community.

Council Consensus: Review the draft FSP and then determine the level of public involvement needed. Meanwhile, staff will ask Management Partners to hold the proposed May date.

City Manager Underwood further reported that staff intended to discuss implementing the FSP and identifying which City services to include in the organizational efficiency assessment at Council's June Mini-Planning session.

Council Consensus: Schedule the Mini-Planning Session on Friday, June 21, with a start time of 1 or 2 pm going until 7:00 or 8:00 pm

Council recessed from 2:55 pm to 3:10 pm.

Prioritizing the Sound Transit Settlement Agreement Funds

First/Last-Mile Review and Future Prospects

Sustainability and Communications Manager Ross Freeman reviewed the First/Last Mile project and discussed its results. In response to Mercer Island Park and Ride demands, the City identified two near-term pilot projects funded entirely by the Sound Transit (ST) Settlement Agreement:

- Rideshare Pilot – a six-month program that used \$20,000 in ST funds and was matched by \$20,000 from the rideshare vendors. The pilot delivered 5,859 rides total, and approximately 245 users tried the service at least once with Lyft, and 686 users with Uber.
- Bikeshare Pilot – a three-month program wherein the City agreed to share the cost of program administration and maintenance 50/50 with LimeBike in Seattle.

Total Number of Rides	4,155
Total Number of Unique Riders	1,260
Total Distance	3,886 miles
Total Ride Time	71,138 mins (i.e. 1,185 hrs)
Median Distance per Trip	0.4 mile
Median Time per Trip	9 minutes

Other mobility updates included:

- Metro Route 630 Shuttle – continues to be a popular service, exceeding King County metro ridership goals. Currently the City supports this service with \$40,000 per year from Transportation Benefit District Funds/Street Fund, with the City of Seattle also contributing \$40,000 and Metro funding through their Innovate Metro service.
- Metro Route 201 – service will be discontinued at the March 22, 2019 service change.
- Short-term Parking Pilot – the Tully's parking lot is being investigated as a temporary commuter parking site.
- Paid Permit Parking at Sound Transit Park and Rides – this project is being rolled out in phases, with the Mercer Island Park and Ride being considered for fall 2019.

- Town Center Permit Parking Program – staff is researching the existing program and will return to Council to consider extending the area requiring a permit and revisiting the existing fee charged for a 2-year permit.

Senior Project Manager Kirsten Taylor reported that future mobility pilots include seeking further partnerships to leverage ST settlement funds intended to provide first-last mile solutions for the community. Metro has also been testing a last-mile solution provided by Chariot (a Ford company) in the Eastgate area.

Goals, Guiding Principles, and Considerations for Spending Sound Transit Settlement Funds

Senior Project Manager Kirsten Taylor reviewed the goals, guiding principles, and considerations for spending Sound Transit (ST) Settlement Dollars:

Goals for Spending Sound Transit Settlement Dollars:

1. Fund projects that mitigate the loss of access from closure of the center roadway.
2. Fund projects that improve access to transit.
3. ~~Fund effective, visible projects that demonstrate “smart” use of settlement funds.~~
4. ~~Fund projects that are supported by data-based conditions.~~

Council Consensus: Remove Goals 3 and 4 for future projects funded by ST Settlement Dollars.

Guiding Principles for ST Settlement Agreement Projects:

1. Projects that demonstrate City’s response to citizen priorities and align with the community’s needs (as demonstrated through surveys or planning document goals and policies).
2. Ability to complete full project within 2025 deadline.
3. Ability for rapid deployment of pilot or temporary project.
4. Projects with partners to leverage City expenditure of staff and dollars.

Councilmember Bassett suggested language that would provide an opportunity to negotiate with Sound Transit for additional time to expend the funds and receive reimbursement from the Settlement Agreement.

Council engaged in a lengthy discussion regarding current and future mobility and how to get people from their home to transit. Ideas generated by the discussion included:

- Renegotiate ST settlement agreement to extend time frame.
- Last mile options
- Place the ST settlement funds in escrow

Suggested criteria for how to use the ST Settlement Funds included:

1. Use for projects that improve safety due to a loss of center roadway
2. Traffic enhancement framing
3. Multi modal transportation encouragement

Council Consensus: Include the word “programs” to “Considerations in Selecting and Designing Projects and Programs.”

Senior Project Manager Taylor reminded Council that any projects that staff bring to Council for consideration should be screened through the guiding principles prior to Council consideration.

Council Consensus: Bring back revised goals and draft projects and programs at a Study Session for Council consideration prior to developing a plan.

City Council Seating Assignments

In response to Mayor Berlin’s question regarding whether Councilmembers wanted to stay where they were seated at the Council Chamber dais, **Council consensus** was to remain in the same seats.

Citizen of the Year – Nominations and Selection, Policy, and Key to the City Policy

2018 Nomination and Selection

Councilmembers nominated Mercer Island community members for the 2018 Citizen of the Year award. Following discussion of the nominees, the Council made their selection for 2018. The nominee will be honored at an upcoming 2019 Council meeting.

Proposed Policies

Due to the late hour, the Council requested staff bring back the proposed Citizen of the Year and Key to the City policies at regular meeting for review.

ADJOURNMENT

The Planning Session adjourned at 5:20 pm.

Attest:

Debbie Bertlin, Mayor

Deborah Estrada, City Clerk



CITY COUNCIL MINUTES REGULAR MEETING MARCH 19, 2019

CALL TO ORDER & ROLL CALL

Mayor Debbie Bertlin called the meeting to order at 5:02 pm in the Council Chambers of City Hall, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Lisa Anderl, Bruce Bassett, Wendy Weiker, David Wisenteiner, and Benson Wong were present.

AGENDA APPROVAL

It was moved by Nice; seconded by Wisenteiner to:

Approve the agenda as presented.

Passed: 7-0

FOR: 7 (Anderl, Bassett, Bertlin, Nice, Weiker, Wisenteiner, and Wong)

EXECUTIVE SESSION

Executive Session to discuss pending or potential litigation with legal counsel pursuant to RCW 42.30.110(1)(I) for approximately 30 minutes.

At 5:02 pm, Mayor Bertlin convened the Executive Session to discuss pending or potential litigation with legal counsel pursuant to RCW 42.30.110(1)(I) for approximately 30 minutes.

At 5:35 pm, Mayor Bertlin adjourned the Executive Session.

Mayor Bertlin convened the Regular Meeting at 5:37 pm.

STUDY SESSION

AB 5540: East Link Construction and Mercer Island Transit Interchange Study Updates

Senior Project Manager Kirsten Taylor introduced Luke Lamon (Government & Community Relations), Jemae Hoffman (East Link Light Rail Development Manager), and Mike Bell (East Link Executive Project Director) of Sound Transit and Katie Chalmers (Service Planning Supervisor) of King County Metro and explained that they would provide an update on the East Link Extension and address the construction progress and the Mercer Island Transit Interchange.

Sound Transit reviewed the construction progress to date and summarized the Goals and Objectives for the East Link Construction and Mercer Island Transit Interchange:

- Seamless Transfer Experience
- Minimize Transfer Distance
- Provide Multi-Modal Access
- Maximizes Benefits to Mercer Island
- Minimizes Overall Property Impacts
- Minimizes Local Community Access Impacts on 80th Avenue SE Bridge
- Cost-Effective Design
- Limits Idling and Regional Bus Circulation through Town Center
- Complete by East Link Revenue Service Start Date

Council recessed from 6:12 pm to 6:18 pm

Appearances

Jackie Dunbar, Mercer Island, asked if there will be a public bathroom included at the station if there is bus layover for drivers to take a break.

Sarah Fletcher, Mercer Island, asked how ST and Metro staff arrived at the meeting. She also encouraged the Council to read Bill Hirt's blog (Stop East Link Now).

Mary Sue, Mercer Island, asked how many attendees arrived in a car for the meeting. She spoke about her concern that the train on the floating bridge is experimental and asked how bus service will be eliminated when the engineering for the train on the bridge has not been confirmed.

Tom Alberts, Mercer Island, asked if there will be a sound barrier for the residential neighborhood north of the proposed turnaround.

Matt Goldbach, Mercer Island, asked what the benefits are for Mercer Island with the interchange. He also asked if the perception of 60% more buses is true.

City Council Q&A

Councilmembers asked Sound Transit and King County Metro several questions related to the East Link Construction and the Mercer Island Transit Interchange regarding:

- Rail travel times and the increase in light rail ridership over time?
- Will the South Bellevue Park-and-Ride open prior to the start of East Link service?
- The number of buses at the designated layover and whether the interchange can operate without it.
- Safety concerns regarding potential pedestrian, bicycle, and vehicle conflicts related to the designated layover space.
- Continuation of the 630 Shuttle?
- Purpose and benefit to the 80th Avenue SE bus stop?
- What is the minimum amount of layover space needed for Metro operational requirements and will every bus layover?
- Will the space allocated for the transit interchange be necessary after light rail service reaches Issaquah and other Eastside communities in 2041?
- What are the plans for the remaining property after the roundabout is built and how is Sound Transit assisting homeowners impacted by the 77th/N Mercer Way roundabout?

City Manager Julie Underwood responded to Council questions and explained that staff would work with Sound Transit and King County Metro to respond to public comments and City Council questions and bring information back at a later meeting. Additional information would also be provided on Let's Talk Mercer Island.

Council recessed from 7:08 pm to 7:16 pm

SPECIAL BUSINESS

AB 5535: Women's History Month Proclamation

Assistant to the City Manager Ali Spietz introduced Ms. Eileen Concannon, a Mercer Island resident, community activist, and retired attorney to accept the proclamation.

Mayor Bertlin proclaimed March 2019 as Women's History Month and urged all Islanders to take the opportunity to empower women in all settings, rural and urban, and celebrate the activists who are working relentlessly to claim women's rights and realize their full potential.

CITY MANAGER REPORT

City Manager Julie Underwood reported on the following:

- City Clerk Deb Estrada was awarded the 2019 Washington Municipal Clerks Association City Clerk of the Year
- MIYFS Foundation Event - Over \$377,000 raised; a 3.85% increase
- Mountains to Sound Greenway National Heritage Area
 - Mountains to Sound Greenway (also known as the I-90 Trail) has become our nation's newest National Heritage Area
 - NHA designation increases visibility for Greenway communities like Mercer Island!
- Transportation Improvement Program (TIP)
 - TIP public comment period is now through April 15
 - Learn more about the TIP, view the previous TIP, or submit a comment by visiting letstalk.mercergov.org
- Volunteer at a Restoration Event:
 - Gallagher Hill Open Space, Saturday, March 23, 10 am – 2 pm
 - Island Crest Park, Saturday, March 30, 10 am – 2 pm
- Tree Removal Notice at SE 30th in Town Center
 - Four trees scheduled to be removed the last week of March
 - Removal is necessary to mitigate tripping hazards caused by uplifted roots
 - Site-appropriate replacement trees will be incorporated into a larger project slated for 2020
- Recycling Event at Luther Burbank Park, South Parking Lot, Saturday, March 30, 9 am – 3 pm
- Vision 2050:
 - Puget Sound Regional Council (PSRC) is updating the regional plan for managing growth
 - Forecasts show the region needs to plan for 1.8 million additional people and 1.2 million new jobs by 2050
 - The regional growth strategy will inform countywide growth targets and city comprehensive plans
- PSRC recently released the Draft State Environmental Impact Statement (SEIS) – comments due April 29, 2019

Mayor Bertlin noted that there would be a second comment period regarding the SEIS in July 2019.

Councilmember Wisenteiner asked City Manager Underwood about the status of funding the school mental health counselors as discussed at the February Planning Session. City Manager Underwood responded that staff intended to bring alternatives back at the proposed April 30 Special Meeting.

APPEARANCES

There were no appearances.

CONSENT CALENDAR

Mayor Bertlin reported that Councilmembers Anderl and Wong asked to remove AB 5541: Due Diligence Costs for the City's Proposed Commuter Parking Project from the Consent Calendar. Mayor Bertlin moved it to the first item of Regular Business.

Payables: \$218,414.49 (3/07/19)

Recommendation: Certify that the materials or services hereinbefore specified have been received and that all warrant numbers listed are approved for payment.

Payroll: \$842,412.14 (3/15/19)

Recommendation: Certify that the materials or services specified have been received and that all fund warrants are approved for payment.

Minutes: March 5, 2019 Regular Meeting

Recommendation: Adopt the March 5 meeting minutes.

AB 5542: Community Planning & Development Temporary Records Assistant Appropriation

Recommendation: Appropriate \$12,000 from the Technology Fee Reserve to extend the contract for the temporary Community Planning and Development Records Assistant.

It was moved by Nice; seconded by Wong to:

Approve the Consent Calendar, as amended, and the recommendations contained therein.

Passed 7-0

FOR: 7 (Anderl, Bassett, Bertlin, Nice, Weiker, Wisenteiner, and Wong)

REGULAR BUSINESS

AB 5541: Due Diligence Costs for the City's Proposed Commuter Parking Project

In response to Councilmember questions, City Manager Julie Underwood explained that the purpose of the agenda bill was to appropriate funds for due diligence and negotiations work related to the Purchase and Sale Agreement. She provided a breakdown of the due diligence and negotiation costs, which included:

- Environmental consultant fees,
- Rent to Parkway Management per PSA,
- Professional Services (survey, appraisal),
- RFQ Advertising, Open House costs, and
- City Project Management (limited City staff time).

City Manager Underwood further noted that all appropriations would be reimbursed by known polluter BP/ARCO and the Sound Transit Settlement funds when the commuter parking is constructed.

City Manager Underwood reported that the next step would be to meet with the negotiation teams and review the MOU progress at the April 16 Study Session. Additional MOU check-ins are scheduled for May 21 and June 18.

It was moved by Weiker; seconded by Wong to:

Authorize the City Manager to enter into a professional services agreement with Heartland Consulting LLC to provide the evaluation, engagement and forthcoming negotiations work associated with developing a Memorandum of Understanding with MainStreet Property Group LLC. and transfer \$304,838 from the Contingency Fund to the Town Center Parking Facilities Fund and appropriate \$304,838 for additional due diligence and negotiation costs related to the City's proposed commuter parking project, which will be reimbursed by Sound Transit when the project is constructed.

Passed 7-0

FOR: 7 (Anderl, Bassett, Bertlin, Nice, Weiker, Wisenteiner, and Wong)

AB 5539: Fiscal Sustainability Plan Progress Report

City Manager Julie Underwood introduced Steve Toler with Management Partners. Mr. Toler participated in the meeting by phone and shared a project update on the Fiscal Sustainability Plan.

Mr. Toler explained that the plan involved an in-depth analysis of fiscal strategies that outline fiscal impacts and feasibility customized to the requirements and needs of Mercer Island. The project update entailed:

- Project Approach
- Preparation for the April 16 City Council discussion involving comparative (peer agency) research, budget strategies and feasibility analysis, and budget strategy scenarios,
- Analyzing Potential Strategy Success, and
- Fiscal Sustainability with four budget scenarios.

Mr. Toler reviewed how a community engagement process might look, explaining that it would include up to two workshops with community members, identify options requiring further analysis, and then incorporate

common themes into the final fiscal sustainability plan.

Councilmembers asked questions and requested that Mr. Toler present more information at the April 16 meeting on strategies that have worked historically. Council agreed that it's important to engage the public and asked that staff work with Management Partners to bring some community engagement options back to the April 16 meeting.

AB 5536: Draft 2019-2020 City Council Priorities & Work Plan

Assistant to the City Manager Ali Spietz introduced the Draft 2019-2020 City Council Priorities & Work Plan which were developed from the Council's discussion at their February 2019 Planning Session. Due to the City's long-term structural deficit challenges the Council focused and reduced its priorities. Staff identified the following three priorities, recognizing that some of the action steps may require additional resources or a shift in resources:

- Priority 1. Implement a Fiscal Sustainability Plan that Aligns with the Community's Priorities
- Priority 2. Prepare for Light Rail and Improve On-and-Off Island Mobility
- Priority 3. Support the Leadership Team's Work Plan

Ms. Spietz noted that the past priorities were added to the document preamble to recognize their importance and relevancy to the Mercer Island community and its Council. Council reviewed the draft priorities, specifically the goals statement and action steps, and requested changes come back to the Council for final adoption on the April 2 Consent Calendar.

OTHER BUSINESS

Councilmember Absences

There were no absences to report.

Planning Schedule

City Manager Julie Underwood review the proposed planning schedule accordingly:

April 2 Regular Meeting:

- City Manager Underwood reported that she would be absent and Parks & Recreation Director Jessi Bon will stand in for her.
- Study Session on King County Parks Levy – 6 to 7 pm
- Parks & Recreation Commission recruitment and work plan
- Proposed Additional Deficit Spending Reductions for the General Fund Only
- 2018 Budget Carryovers
- Opens Space Conservancy Trust Board Annual Report

April 16 Regular Meeting:

- Update on the Commuter Parking & Mixed-Use Project MOU
- Draft Fiscal Sustainability Plan

Council consensus was to schedule a Special Meeting on April 30 at 6 pm to discuss the YFS Fund.

City Manager Underwood also reported that discussion on the Mercer Island Transit Interchange would come back at an April meeting.

May 7 Regular Meeting:

- ARCH Overview for Study Session
- Public Hearing on Transportation Improvement Program
- Fourth Quarter Financial Report

Board Appointments

There were no appointments.

Mayor Bertlin reported that the Boards and Commission Annual Recruitment process was opened, and that the

City was seeking to fill the following positions:

- Arts Council – 2 positions
- Design Commission – 2 positions
- Parks & Recreation Commission – 7 positions
- Planning Commission – 2 positions

Mayor Bertlin further reported that the deadline to submit applications was May 3.

Councilmember Reports

Councilmember Weiker reported on the following: King Conservation District meeting, SCA Dinner on April 3, AWC Lobby Day, and Chief Holmes's letter to the editor of the Mercer Island Reporter.

Councilmember Bassett reported that he was in Olympia earlier in the day testifying on the Clean Fuel Standard Bill.

Mayor Bertlin reported on the Mountains to Sound Breakfast on April 3 and the upcoming 41st District Delegation Townhall on Saturday, March 23 at Bellevue College.

Councilmember Wong reported that the King County Parks Levy is scheduled to expire December 31, 2019 unless renewed by voters before the end of the year. On February 21, King County Executive Constantine transmitted a proposal to the King County Council to renew the parks levy, which would place a proposition on the August 6, 2019 ballot authorizing a six-year, \$738 million property tax levy to support parks and to acquire and maintain open space. Sound Cities Association (SCA) has asked members to provide feedback on the levy proposal by March 20. The proposed levy rate is 16.82 cents per \$1,000 of assessed value.

Parks and Recreation Director Jessi Bon outlined the proposed Levy Components and responded to Council questions.

Council directed staff to prepare a letter to King County supporting the following items:

- Incorporating the allocation formula for city passthrough dollars in the body of the levy ordinance,
- Increasing the city passthrough funds from \$29 million to \$60 million, and
- Advocating for funding the Mountains to Sound Greenway Trail (Aubrey Davis Park) project.

ADJOURNMENT

The Regular Meeting adjourned at 10:27 pm.

Debbie Bertlin, Mayor

Attest:

Deborah A. Estrada, City Clerk



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

**AB 5548
April 2, 2019
Consent Calendar**

**OPEN SPACE CONSERVANCY TRUST
2018 ANNUAL REPORT AND 2019 WORK
PLAN**

Action:
Receive report. No action necessary.

- Discussion Only
 Action Needed:
 Motion
 Ordinance
 Resolution

DEPARTMENT OF

Parks and Recreation (Alaine Sommargren)
Open Space Conservancy Trust (Rory Westberg)

COUNCIL LIAISON

David Wisenteiner

EXHIBITS

1. Open Space Conservancy Trust 2018 Annual Report
2. 2019 Work Plan

2018-2019 CITY COUNCIL GOAL

n/a

APPROVED BY CITY MANAGER

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

SUMMARY

In 1992, City Council established the Mercer Island Open Space Conservancy Trust in response to the community's strong desire to maintain, protect, and preserve open space on the Island. The Open Space Conservancy Trust holds Pioneer Park and Engstrom Open Space in trust as public open space. The board overseeing the Trust is comprised of seven appointed citizens, including one liaison from the City Council.

The ordinance which established the Open Space Conservancy Trust requires its Board of Trustees to report to City Council annually on the status of their properties. The Trust is presenting its 2018 Annual Report (Exhibit 1) and 2019 Work Plan (Exhibit 2).

RECOMMENDATION

Open Space Conservancy Trust Board Chair & Natural Resources Manager

Receive report.

TRUSTEE APPOINTMENTS AND ELECTIONS

Councilmember David Wisenteiner served as the Council Liaison through March 2018. Councilmember Bruce Bassett took this position beginning in May 2018. Vice Chair Robin Christy ended her service on the Board in May and was replaced by Trustee Carol Lynn Berseth. The annual election of officers took place at the July meeting. Chair Rory Westberg was reelected to the Chair position for a second term, Trustee Bender was elected as Vice Chair, and Trustee Thomas Hildebrandt elected for a second term as Secretary.

MERCER ISLAND PARKS AND RECREATION, NATURAL RESOURCES PROGRAM

The Natural Resources program is tasked with implementing the Pioneer Park Forest Health Plan as well as all trail building and maintenance on Trust properties. Natural Resources Staff include:

Alaine Sommargren, Natural Resources Manager
Kim Frappier, Natural Resources Specialist
Andrew Prince, Trails and Urban Forestry Specialist
Hannah Van Pelt, Natural Resources Assistant

FOREST HEALTH AND MANAGEMENT

The Open Space program continues to implement the recommendations outlined in the Pioneer Park Forest Health Plan (FHP) adopted in 2008. Implementation of the FHP slowed in 2015-2016 compared to previous biennia. Restoration efforts in the park are overall on track, particularly regarding invasive tree treatments and ivy ring creation. Some area units required replanting and additional planting maintenance in addition to what is called for in the FHP benchmarks. This was due to high plant mortality and site conditions. Between 2009 and 2014, the Open Space program was able to get ahead of schedule due to a favorable bidding climate and lower contracting costs. In 2015, the regional demand for qualified restoration contractors increased and restoration costs increased significantly. Natural Resources staff continue to advance restoration priorities while addressing challenges and making effective use of available resources. The following outlines actual progress made to date versus proposed benchmarks outlined in the 2008 FHP:

Table 1. Forest Health Plan Cumulative Progress in Pioneer Park, 2009-2018

Restoration Task	Proposed (acres)	Actual (acres)
Invasive tree treatment	93	105
Invasive tree treatment maintenance	60	4
Ivy ring creation	56	76
Tree planting	79	70
<i>Replanting due to high mortality</i>	<i>n/a</i>	<i>14</i>
Plant maintenance (1 year post-planting)	72	66
<i>Additional plant maintenance due to site conditions</i>	<i>n/a</i>	<i>70</i>

Forest Health Survey – 10-year data collection

The Pioneer Park Forest Health Plan specified that data be recollected every ten years, to track changes in ecological health. In summer 2018, the City hired two field technicians to collect vegetation data in the plots established for the 2008 Pioneer Park Forest Health Survey. The new data will be analyzed in early 2019 and results will be presented to the Open Space Conservancy Trust Board in the second quarter of 2019.

2018 Accomplishments

In 2018, approximately 38 acres of Trust properties received restoration work from combined efforts of the Parks and Recreation Natural Resources seasonal crew, professional contractors, and volunteers.

Professional contractors

- Invasive removal maintenance 2.6 acres
- Ivy rings 7.8 acres
- Planting maintenance 20.5 acres
- Planting 700 plants installed on 5.8 acres (495 trees/ 205 shrubs)
- Watering 500 plants on 5.3 acres

Volunteers

Mercer Island Parks and Recreation contracts with EarthCorps to lead volunteer stewardship events at Pioneer Park as well as conduct outreach in the community to engage and educate Mercer Island residents about forest restoration. Most of EarthCorps' work this year focused on maintenance sweeps along 84th Ave SE in the NW quadrant, first-time invasive removal of ground ivy, and planting.

- Events 6
- Volunteers 161 adults; 425 youth
- Volunteer hours 1554 hours
- Invasive removal 0.78 acre
- Maintenance 1.5 acres
- Planting 177 total plants (74 trees/ 314 shrubs)

Organizations/companies engaged:

Beaver Lake Middle School	Islander Middle School
Bellevue College	Kenworth
Cascadia College	Liberty High School DECA
Farmers Insurance	Mercer Island High School
Girl Scouts	Microsoft
Heatherwood Middle School	University of Washington
Holy Names Academy	

In addition to EarthCorps volunteers, Forest Steward James Rollo and volunteer Jenny Rietzler volunteered 15 hours in the park this fall removing invasive plant species in the NW and NE quadrants. Additionally, this volunteer team replanted the area adjacent to the NW kiosk and the PSE trail corridor in the SE quadrant.

Natural Resources Seasonal Staff

In 2018, the Natural Resources seasonal crew consisted of three field staff. Under the direction of the Natural Resources Specialist, the crew conducted noxious weed monitoring, mapping and treatments, maintained plantings, and performed invasive tree treatments on English holly and cherry laurel. In addition, the seasonal crew completed comprehensive invasive removal through the PSE trail corridor on the north side of the SE quadrant.

LETTERBOXING PROGRAM

The Letterboxing Program kicked-off during *Leap for Green* on April 14th where children learned about letterboxing and made rubber stamps to use during the program. National Trails Day, June 2nd, marked the official start to Letterboxing Season. The program attracted approximately 600 participants over the summer. The 2018 Letterboxing Committee consisted of Elizabeth Cross-Nichol, Kim Borden, and Jennifer Gaspers. The OSCT Board held a ceremony at City Hall on January 17, 2019 to recognize kids who turned in their completed clue books.

Each participant received a certificate of completion, their completed clue book, and a small gift. Refreshments were provided as part of the celebration.

LEASH POLICY EDUCATION EFFORTS

In 2018, Parks and Recreation Natural Resources staff continued to publish and distribute the brochure “Dog Owner’s Guide to Mercer Island Parks” which provides park users with information about voice/signal control and location of off-leash versus on-leash parks. The brochure is distributed at the Pioneer Park kiosk as well as park kiosks across the City and the Mercer Island Community and Events Center.

TRAILS

The Natural Resources team continued to manage trails for safety and access in 2018. Trails are brushed a minimum of two times during the growing season with an emphasis on proper pruning techniques on larger woody plants. Fall leaf drop was blown off major trails to prevent organic muddy material from building up on trails. More substantial trail tread improvements were also completed in 2018. The Horse Trail in the NW quadrant received a new gravel coating and substantial work to build grade dips that would drain water off the trailway. Finally, with the help of Parks Maintenance staff, sixty tons of gravel were spread over the NW quadrant Perimeter trails to mitigate winter puddling and refresh the firm walking surface.

Volunteers

Mercer Island Parks and Recreation contracts with Mountains to Sound Greenway (MTSG) to lead volunteer restoration and trail events across the City. In 2018, MTSG lead volunteers in trail maintenance work on sections of the Woodpecker and Alder Trails. Supplemental gravel was spread to eliminate deep muddy spots.

- Events 2
- Volunteers 5 adult; 25 youth
- Volunteer Hours 139 hours

Organizations engaged: Overlake School
LEADprep

URBAN FORESTRY

Tree risk mitigation is the focus of our Urban Forestry efforts in Pioneer Park. Certified staff arborists make decisions each year to remove dead, dying, or structurally defective trees to lessen the risk of trees falling on people, property, or causing interference with utility lines or roadways. It is our preference to retain trees through corrective pruning or as wildlife snags when possible, but tree removals are occasionally necessary. In the case of whole tree removals, we keep the wood from the tree on site as habitat and so its decomposition may improve the soil.

This year, the City contracted the removal of eleven trees as risk mitigation and had one tree pruned for retention. Total area of Pioneer Park assessed in 2018 was down substantially from previous years. In 2016, staff completed a full boundary assessment of Pioneer Park, and partial boundary assessments were performed in 2017 and 2018.



**MERCER ISLAND
OPEN SPACE CONSERVANCY TRUST
2019 Work Plan**

January 17

- **Recognition of 2018 Letterboxing program participants**
- **Annual Report to Council:** The Trust is required in its by-laws to report to City Council each year on the status of Trust properties.
- **Work Plan:** The Trust develops a list of topics that it intends to address during the year (this document). This work plan is submitted to City Council with the Annual Report as a courtesy.
- **Open Space Management overview:** Staff will provide information about current vegetation management practices in non-Trust open space properties.
- **Rotary Peace Pole project:** Staff and/or Rotary representative will present information about the project and request the placement of a Peace Pole on Trust properties.
- **Quadrant Reports (ongoing item):** Trustees will report on the condition of certain quadrants at Trust board meetings.

March 21

- **MI Open Space Deed/Plat Restrictions:** Staff to report on restrictions on non-Trust open space properties
- **Letterboxing (ongoing item):** The Trust board will continue to sponsor and support an annual Letterboxing program for youth on Mercer Island.

May 16

- **Restoration Work Plan:** City staff report to the Trust its planned restoration activities in the spring of each year, and recap work completed in the previous year.
- **Summer Trail Work Plan:** City staff report to the Trust its intended maintenance activities in the spring of each year, and recap work completed in the previous year.
- **Forest Health Survey Data Results:** Staff to report on results of 10-year data collection efforts and changes since initial data collection in 2008.
- **Off-leash dogs:** The Trust will evaluate success of education measures over the past year and discuss possible changes.

July 18

- **Herbicide application report:** The Trust adopted an herbicide use protocol that requires City staff to report on the use of herbicides on Trust properties each year.
- **Election of Officers:** The Trust is required by its bylaws to elect officers at its July meeting each year.
- **Island Crest Way North-South Bike Facility:** If applicable to Trust properties, Trust will provide feedback on modifications to bike route.

September 19

- **Eagle Project recognition:** The Trust will recognize Eagle projects that have benefitted Trust Properties.
- **PROS Plan feedback:** The Trust will provide initial feedback to the Parks and Recreation Department on the update to the Parks, Recreation, and Open Space (PROS) Plan.

November 21

- **Recognition of 2019 letterboxing program participants**

Note: The listing of an item under a particular month means that the item will be introduced at that meeting. There will be follow-up discussions and decisions at subsequent meetings as directed by the Chair.



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

**AB 5546
April 2, 2019
Consent Calendar**

2018 BUDGET CARRYOVER REQUESTS	Action: Review and approve 2018 budget carryover requests.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
---------------------------------------	--	---

DEPARTMENT OF	Finance (Chip Corder & Francie Lake)
COUNCIL LIAISON	n/a
EXHIBITS	n/a
2018-2019 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$ 4,685,818
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUIRED	\$ 4,685,818

SUMMARY

Every two years staff identifies unspent budget from the prior biennium primarily related to contracted services and capital projects/purchases that are still in progress or otherwise delayed. Accordingly, staff seeks Council approval to “carry over” the unspent budget for these items from the prior biennial budget to the current biennial budget so that funding is available to complete these planned purchases, services, and projects.

The 2018 budget carryover requests are broken down into two categories: 1) 2018 operating budget carryovers; and 2) 2018 CIP budget carryovers. Following Council approval, staff will return with a budget amending ordinance for the 2018 budget carryovers as part of the Fourth Quarter 2018 Financial Status report, which will be presented to the Council on May 7, 2019.

2018 OPERATING BUDGET CARRYOVERS

Fund	Department	Description	Cost Center	Amount	Funding Source
General	City Attorney's Office	Outside legal costs related to land use appeals and other potential litigation	CA1100	\$20,000	Unappropriated fund balance
	Finance	Milliman updates for LEOFF I financial reporting schedules (which are required)	GGM001	\$6,600	Unappropriated fund balance

Fund	Department	Description	Cost Center	Amount	Funding Source
General	Planning & Community Development	Critical Areas Ordinance & Shoreline Master Program Updates	DS1300	\$21,525	Unappropriated fund balance
	Public Works	Wayfinding signage	MT2610	\$23,660	Port of Seattle grant
1% for the Arts	Park & Recreation	Repair & maintenance at Greta Hackett outdoor gallery & Luther Burbank Park docks	PRAT40	\$13,521	Unappropriated fund balance
Youth & Family Services	Youth & Family Services	Employee compensation adjustments (due in 2018, but not finalized until Feb 2019)	YF1100	\$25,000	Unappropriated fund balance
		Community needs assessment & high school youth survey (funded by MIYFS Foundation)	YF1100	\$37,000	Unappropriated fund balance
Stormwater	Public Works	WA State Dept of Ecology water quality capacity grant	MT3810	\$2,539	WA State Dept of Ecology grant

Total 2018 Operating Budget Carryovers \$149,845

2018 CIP BUDGET CARRYOVERS

The 2018 CIP budget carryover requests can be broken down into two categories:

- Sound Transit mitigation projects (\$2,292,107):** Three projects were approved in 2018, including \$2.0 million to purchase property for parking facilities as well as previously approved funding for ongoing due diligence work. These items are shown in **bold** in the table below.
- All other capital projects (\$2,243,866):** Thirty-one capital projects are in progress or were delayed. Most of the funding for these projects comes from real estate excise tax (REET) and utility rates, both of which have legal restrictions on their use.

Fund	Project Title	Project #	Amount	Description	Funding Source(s)
Street	SE 40 th Street Corridor Improvements	WR517R	\$40,000	Complete installation of street lighting along SE 40 th and complete close out of the project	Unappropriated Fund Balance
	Light Rail Station Planning	XG722P	\$50,000	Plan for amenities to the light rail station. This could include a small park, plantings, or art.	Unappropriated Fund Balance
	Sound Transit Mitigation	ST0001	\$216,315	Continue work on safety enhancements.	Sound Transit settlement agreement funding
Town Center Parking Facilities	Long Term Parking	ST0020	\$2,000,000	Purchase and sale agreement with Parkway Management Group for "Tully's property"	Unappropriated Fund Balance
	Long Term Parking	ST0020	\$75,792	Due diligence costs for the City's proposed commuter parking project	Unappropriated Fund Balance

Fund	Project Title	Project #	Amount	Description	Funding Source(s)
Capital Improvement	South Mercer Playfields Playground	WP113R	\$7,000	Final payment owed to KCDA Purchasing Cooperative	Unappropriated Fund Balance
	Island Crest Park – North Outfield	WP115S	\$78,760	Final payment owed to KCDA Purchasing Cooperative	Unappropriated Fund Balance
	Open Space Management	WP122P WP122R	\$20,500	Additional removal of invasive plants from City Open Space	Unappropriated Fund Balance
	Groveland Swim Beach Repair	WP506R	\$28,387	Complete final punch list items and close out the construction contract	Unappropriated Fund Balance
	Aubrey Davis Multiuse Corridor Plan	WP700P	\$249,654	Consultant contract in place. Plan is 25% complete. Conceptual alternative, preferred alternative, draft plan and plan adoption stages to be performed in 2019.	Unappropriated Fund Balance
	Lincoln Landing Street End Park	WP710C	\$34,041	Complete design and obtain permits for construction in compliance with KCFCD grant.	King County Flood Control District (KCFCD) Grant
	King County Parks Levy Projects	XP520R	\$46,073	Carry forward balance of funds which must be spent by final year of levy (2019)	Unappropriated Fund Balance
	Luther Burbank Minor Capital (Levy)	XP710R	\$17,882	Waterfront plaza repairs were delayed to accommodate repairs to Handsome Bollard art piece.	Unappropriated Fund Balance
	City Hall Building Repairs	WG101R	\$161,493	City Hall public restroom upgrades	Unappropriated Fund Balance
	South Fire Station Building Repairs	WG103R	\$10,000	Electrical upgrades to extend generator coverage	Unappropriated Fund Balance
	Thrift Shop Building Repairs	WG104R	\$15,000	Lighting upgrade	Unappropriated Fund Balance
	Community Center Building Repairs	WG105R	\$26,000	Blind replacement and roof repairs to the gym	Unappropriated Fund Balance
	North Fire Station Building Repairs	WG106R	\$123,000	Complete carpet replacement and HVAC upgrades	Unappropriated Fund Balance
	Luther Burbank Administration Building Repairs	WG107R	\$60,000	Carpet replacement	Unappropriated Fund Balance
	Technology & Equipment	Firefighting Equipment	WG131E	\$26,730	SCBA masks on order; delay in production; vacuum for engine
Self-Contained Breathing Apparatus (SCBA)		WG730E	\$46,335	Purchase additional SCBA's for damaged or out of service devices	Unappropriated Fund Balance
Thrift Shop Point of Sale		WG716T	\$26,500	Security issues with original vendor; will pursue an upgrade from the current system provider	Unappropriated Fund Balance
Watercourse GIS Layer Update		XG722P	\$62,000	Watercourse and wetland mapping needed for CPD critical areas work.	Transfer from Storm Water Fund
Small Technology / Equipment		XG150T	\$6,400	Additional funding for Watercourse GIS Layer Update	Unappropriated Fund Balance

Fund	Project Title	Project #	Amount	Description	Funding Source(s)
Water Fund	Meter Replacement Plan	WW120S	\$162,000	Work with consultant is underway to develop an RFP for meter replacement. Construction anticipated to start 4 th Quarter 2019	Unappropriated Fund Balance
	East Mercer Way (5400-6000 Block) Water System Improvements	WW523R	\$14,000	Install temporary driveway within City's water utility easement and complete project close out	Unappropriated Fund Balance
	Phase III Air Vacuum Release Valve Assemblies Upgrade Project	WW535C	\$66,285	Construction started mid-December 2018 and was completed in January 2019.	Unappropriated Fund Balance
Sewer Fund	Lake Line & Pump Station Access Evaluation	WS712P	\$142,357	Field work was delayed pushing completion of the report to 2019.	Unappropriated Fund Balance
Storm Water Fund	Sub-Basin 49b Watercourse Stabilization	WD533C	\$252,690	Permit approvals were delayed by Army Corps of Engineers, pushing construction to 2019.	Unappropriated Fund Balance
	Sub-Basin 51a Watercourse Stabilization	WD534C	\$165,867	Permit approvals were delayed by Army Corps of Engineers, pushing construction to 2019.	Unappropriated Fund Balance
	Sub-Basin 3b.4 Watercourse Stabilization	WD722R	\$6,517	Design changes recommended by Dept. of Fish and Wildlife are being incorporated into the ongoing design development.	Unappropriated Fund Balance
	Sub-Basin 29.2 Watercourse Stabilization	WD724R	\$11,041	Design changes recommended by Dept. of Fish and Wildlife are being incorporated into the ongoing design development.	Unappropriated Fund Balance
	Interfund transfer to Technology & Equipment Fund	IFT432	\$62,000	Funding for Watercourse GIS Layer Update project	Unappropriated Fund Balance
Equipment Rental Fund	Fleet Replacements	WG130E	\$89,152	Replacement of two Marine Patrol boat engines ordered in 2018 but not delivered until 2019, and Shop Lift repair / replacement	Unappropriated Fund Balance
	Fuel Clean Up – Soil Remediation	WS550R	\$136,202	Continue clean up efforts required per Model Toxics Control Act	Unappropriated Fund Balance

Total 2018 CIP Budget Carryovers \$4,535,973

In addition, it should be noted that the Council approved one CIP project carryover already, which is not reflected above. At its February 26, 2019 meeting, the Council approved the Pump Station Generator and Pump Replacements project bid award (see [AB 5532](#)), which is being funded by a carryover of \$665,371 in the Sewer Fund.

RECOMMENDATION

Finance Director & Deputy Finance Director

MOVE TO: Approve the 2018 budget carryover requests summarized in Agenda Bill 5546.



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5549
April 2, 2019
Consent Calendar

ADOPTION OF THE 2019-2020 CITY COUNCIL PRIORITIES AND WORK PLAN
Action: Adopt the 2019-2020 City Council Priorities and Work Plan as presented.
Discussion Only, Action Needed: Motion, Ordinance, Resolution

DEPARTMENT OF City Manager (Ali Spietz)
COUNCIL LIAISON n/a
EXHIBITS 1. Final 2019-2020 City Council Priorities and Work Plan
2018-2019 CITY COUNCIL GOAL n/a
APPROVED BY CITY MANAGER

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

SUMMARY

At the March 19, 2019 Council meeting, staff proposed the following 2019-2020 City Council priorities:

- Priority 1. Implement a Fiscal Sustainability Plan that Aligns with the Community's Priorities
Priority 2. Prepare for Light Rail and Improve On-and-Off Island Mobility
Priority 3. Support the Leadership Team's Work Plan

These priorities were developed during the Council's 2019 Planning Session in February, where Council identified priorities and goals ("the what") for the 2019-2020 timeframe. Subsequently, staff prepared a draft work plan ("the how") for the Council to review (see AB 5536).

Following discussion, minor edits were made to the preamble and the proposed priorities statements. In addition, the following action items were added and/or revised:

Priority 1. Action Items:

- 8. Explore City and community resources for restoration of MIYFS Mental Health School-Based Counselors for 2019-2020 biennium.
9. Support community organizations and businesses to transition reduced/eliminated community events, services, and programs.

Priority 2. Statement:

It is imperative that the community has safe and efficient means for accessing and using the light rail station whether walking, biking or driving to or near the light rail station. To enhance this experience, the City

Council secured just over \$10 million to offset the impacts and to prepare for the East Link light rail project. The City has until December 31, 2025 to expend the funds and receive reimbursement from Sound Transit.

Priority 2. Action Items:

3. Convene a design charrette of agencies and stakeholders to provide input regarding traffic flow in the streets surrounding the light rail station, and to address connectivity and safety concerns involving bicycles, pedestrians, vehicular traffic, and transit on streets surrounding the light rail station.
5. Work closely with Sound Transit and King County Metro on the implementation of the Mercer Island Transit Interchange.

During Council discussion of Priority 2, Councilmember Bassett requested language about the opportunity to negotiate with Sound Transit for additional time to expend the funds and receive reimbursement from the Settlement Agreement. The consensus at the meeting was to have Councilmember Bassett and staff review the Planning Session audio and provide suggested language. Instead of adding an Action Item to Priority 2, staff recommends preparing proposed language for the *Guiding Principles for ST Settlement Agreement Projects*, which the Council will review and consider as part of the Transportation Improvement Program (TIP) agenda items scheduled for May 7.

Staff has also updated the Leadership Team Work Plan timeline referenced in Priority 3. Staff recommends that the Council adopt the 2019-2020 City Council Priorities and Work Plan as presented.

RECOMMENDATION

Assistant to the City Manager

MOVE TO: Adopt the 2019-2020 City Council Priorities and Work Plan.



CITY OF MERCER ISLAND

2019-2020 CITY COUNCIL PRIORITIES & WORK PLAN

Mercer Island's Vision:

The City's Comprehensive Plan states, "Mercer Island is not an island unto itself." While we are part of a complex regional system, we strive to maintain local control and preserve a safe and livable residential community. We endeavor to continuously provide and improve quality municipal services and foster fiscal responsibility. We value excellence in education, act as stewards of the environment, and endeavor to be open and transparent and to balance the economic, environmental, and social well-being of our entire community.

City Council's Priorities and Work Plan:

In the first part of the new year, the City Council holds its annual planning session to discuss past year successes and challenges and to identify its priorities and work plan for the upcoming year. Over the last few years, the City Council has adopted priorities focused on Residential Character, Community Engagement, Sustainability and Livability, Arts and Culture, Emergency Preparedness and Planning, and an Accessible and Healthy Business Ecosystem. And while these goals are still important and relevant to the Mercer Island community and to the City Council, the City's long-term structural deficit challenge has compelled the Council to focus and allocate its limited resources to address the City's most pressing needs and the City Council's highest priorities.

Communications and Engagement:

In the 2018 Community Survey, a majority of respondents were very satisfied/satisfied with the availability of information about City programs and services (68%) and efforts to keep them informed about local issues (58%). In addition, the survey noted that residents would like the City to emphasize efforts to keep residents informed as well as efforts for public engagement on local decisions. The City Council has directed the staff to continue to prioritize communications and engagement efforts as it implements the work plan.

Priority 1. Implement a Fiscal Sustainability Plan that Aligns with the Community's Priorities

Delivering quality services is an important part of Mercer Island's exceptional quality of life; however, financial forecasts project an ongoing structural budget deficit. Unless clear, decisive, and long-term solutions are implemented, the City will have to make significant service level reductions each biennium to balance its budget. By adopting and implementing a fiscal sustainability plan, the City will improve its alignment of financial resources with the community's and City Council's priorities.

Action Items:

1. Review and approve the Fiscal Sustainability Plan and identify recommendations for implementation.
2. Conduct organizational efficiency assessments as determined through the Fiscal Sustainability Plan.
3. Shrink the deficit spending that was proposed in the 2019-2020 Adopted Budget by implementing \$1.2 million in additional service level reductions and new/enhanced revenues.
4. Continue to evaluate and implement operational efficiencies at the Thrift Shop to enhance revenues and net income.
5. Review and update the water and sewer rate models.

6. Review transportation impact fees.
7. Conduct the biennial citizen satisfaction survey in 2020.
8. Explore City and community resources for restoration of MIYFS Mental Health School-Based Counselors for 2019-2020 biennium.
9. Support community organizations and businesses to transition reduced/eliminated community events, services, and programs.

Priority 2. Prepare for Light Rail and Improve On-and-Off Island Mobility

It is imperative that the community has safe and efficient means for accessing and using the light rail station whether walking, biking or driving to or near the light rail station. To enhance this experience, the City Council secured just over \$10 million to offset the impacts and to prepare for the East Link light rail project. The City has until December 31, 2025 to expend the funds and receive reimbursement from Sound Transit.

Action Items:

1. Adopt Guiding Principles for Sound Transit Settlement Agreement projects.
2. Continue to advance two proposed Commuter Parking & Mixed-Use Projects (Parcel 12/Tully's and Parcel 7/Freshy's).
3. Convene a design charrette of agencies and stakeholders to provide input regarding traffic flow in the streets surrounding the light rail station, and to address connectivity and safety concerns involving bicycles, pedestrians, vehicular traffic, and transit on streets surrounding the light rail station.
4. Complete the Aubrey Davis Park Master Plan in coordination with the development of pedestrian, bicycle, and transit improvements at the light rail station.
5. Work closely with Sound Transit and King County Metro on the implementation of the Mercer Island Transit Interchange.
6. Continue to identify and examine pilot projects for first/last mile solutions including regional smart mobility initiatives.
7. Explore options related to private commuter shuttles.
8. Explore transit solution partnerships with King County Metro.
9. Implement traffic mitigation projects to address impacts of the East Link light rail project.
10. Work with WSDOT to implement improvements to I-90 access ramps.
11. Work with the State Delegation and Congressional Representatives to identify and implement state and federal remedies to improve access to I-90.

Priority 3. Support the Leadership Team's Work Plan

The City's Leadership Team has identified projects and work plan items that will require considerable attention by staff and multiple reviews by the City Council and advisory boards/commissions over the next three years. Many of these items are ongoing or lengthy and have great community interest, requiring a focus on communication and public engagement. Please see the Leadership Team's Work Plan on the following page.

LEADERSHIP TEAM'S WORK PLAN		2019					2020				2021							
		1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr					
High Visibility Projects																		
1	\$1.2M Reductions/Revenues Implementation*																	
2	Commuter Parking & Mixed-Use Project (Tully's)*																	
3	Commuter Parking & Mixed-Use Project (Freshy's)*																	
4	Organizational Assessments*																	
5	ST Transit Interchange*																	
6	Fiscal Sustainability Plan*																	
7	Critical Areas Code Amendments																	
8	Proposed Community Facilities Zoning																	
9	Sign Code Amendments																	
10	Small Cells Facilities Design Standards & WCF Code Amendments																	
11	Town Center - King Property Development																	
12	Town Center Private Developments (Various Projects)																	
13	Urban Growth Capacity/GMA Targets/KC Planning Policies Update																	
14	Various Private Development (e.g., East Seattle School)																	
15	Aubrey Davis Park Master Plan*																	
16	P&R Commission Appointments																	
17	Parks, Recreation and Open Space (PROS) Plan																	
18	King County Sewer Project																	
19	Recology Contract Rollout																	
20	SCADA & Water Meters Projects																	
21	ADA Transition Plan																	

3/22/19

Board/Commission

City Council

Staff

*Council Priorities



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5550
April 2, 2019
Regular Business

Table with 3 columns: Title (PARKS AND RECREATION COMMISSION RECRUITMENT AND WORK PLAN), Action (Receive presentation.), and Action Type (Discussion Only, Motion, Ordinance, Resolution).

Table with 2 columns: Department/Council Liaison/Exhibits/Goal, and Value (Parks and Recreation (Jessi Bon), n/a).

Table with 3 columns: Amount of Expenditure, Amount Budgeted, Appropriation Required, and Value (\$ n/a).

SUMMARY

BACKGROUND

At the January 2018 City Council Planning Session, the City Council formed a Boards & Commissions Council ad hoc committee ("Committee") that was tasked with completing a comprehensive review of the City's advisory boards and commissions.

On December 18, 2018, the City Council reviewed the draft ordinance for the new Parks and Recreation Commission ("Commission") (see AB 5519). Membership criteria for the new Commission was recommended to be consistent with other boards and commissions and will be comprised of seven members serving four-year staggered terms.

PURPOSE

The new Commission serves in a policy advisory capacity to the City Council and has the following general responsibilities:

- Collaborating with staff on developing and updating the Parks, Recreation and Open Space (PROS) Plan as a component of the City's Comprehensive Plan.

- Providing recommendations on park master plans, potential property acquisitions, certain budget items, grant funding, and other policy matters as assigned by the City Council.
- Serving as community ambassadors and helping to promote parks and recreation activities within the City of Mercer Island. This includes supporting cooperative relationships with community partners and other organizations.
- Providing a forum for the community to express their views on parks, recreation, and other community services.
- Supporting inclusivity and embracing cultural diversity in all policy recommendations.

The Commission will collaborate with other City boards and commissions in performing their work, particularly the Arts Council and the Open Space Conservancy Trust.

RECRUITMENT

Recruitment is currently underway for the Parks and Recreation Commission, with appointments anticipated in spring 2019. The Commission will meet on the first Thursday of the month and most meetings will be held in Council Chambers with an expected start time of 6:30 pm.

Potential applicants should have an interest in park planning, recreation, athletics, urban forestry, environmental stewardship, and library programs. The scope of services provided by the Mercer Island Parks and Recreation Department is vast and applicants with a broad mix of experiences and interests are encouraged to apply. Here are a few suggestions for interested applicants to learn more about the Mercer Island Parks and Recreation Department:

- Get outside and visit the many Mercer Island parks, playgrounds, athletic fields, trails, and open space areas (see [Parks System Guide](#)).
- Visit the Mercer Island Community and Event Center (MICEC) and try out a recreation program or class (see [Spring/Summer Recreation Guide](#)).
- Review the 2014-2019 Parks, Recreation and Open Space (PROS) Plan (see [PROS Plan](#)).
- Attend the next Aubrey Davis Park Master Plan meeting (April 23, 6:00 pm at MICEC) and become familiar with the project (see [Let's Talk Project Page](#)).
- Visit the Mercer Island Library and learn more about their programs and services (see [KCLS MI Library](#)).
- Talk to Mercer Island friends and neighbors and learn more about their community priorities and interests related to parks, recreation, and other community services.

These are just some suggestions to help potential applicants familiarize themselves with the many facets of parks and recreation on Mercer Island. Interested applicants are also encouraged to schedule a meeting with Parks and Recreation Director Jessi Bon (email jessi.bon@mercergov.org) to learn more about the Department.

2019-2020 PARKS AND RECREATION COMMISSION WORK PLAN

The Commission's main work plan item for 2019-2020 will be updating the Parks, Recreation and Open Space (PROS) Plan. This is the document that establishes the long-term vision and policy guidance for parks and recreation services on Mercer Island. The new Commission will be called upon to make policy recommendations on parks and recreation levels of service, priorities for future capital investments, and long-term funding strategies. The timing of this strategic planning work is critical, given the failure of the property tax measure last fall and the resulting impacts to the Parks and Recreation Department.

Another important work plan item is the Aubrey Davis Park Master Plan, which is scheduled to be adopted by the end of 2019. It's important that potential applicants become familiar with the planning process to-date to help them prepare for a final recommendation on the Master Plan this fall.

Finally, one of the other early work plan items for the Commission will be selecting a Chair and Vice-Chair and establishing bylaws. This work is anticipated to be completed within the first few meetings and will establish an important operating foundation for the policy work ahead. Commission applicants should come willing to invest time and energy into shaping the long-term vision for parks and recreation services on Mercer Island.

RECOMMENDATION

Parks and Recreation Director

Receive presentation only.



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

**AB 5545
April 2, 2019
Regular Business**

PROPOSED DEFICIT SPENDING REDUCTIONS TO 2019-2020 GENERAL FUND ADOPTED BUDGET	Action: Review and approve proposed deficit spending reductions to the 2019-2020 General Fund adopted budget.	<input type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
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DEPARTMENT OF	Finance (Chip Corder)
COUNCIL LIAISON	n/a
EXHIBITS	<ol style="list-style-type: none"> Guiding Principles for Budget Reductions Proposed Deficit Spending Reductions to 2019-2020 Adopted Budget (General Fund) Council Approved Net Service Reductions (2019-2020 Adopted Budget) Parks & Recreation Department Service Level Changes (Phases 1-2)
2018-2019 CITY COUNCIL GOAL	2. Maintain QofL/Essential Services
APPROVED BY CITY MANAGER	

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

SUMMARY

Background

The 2019-2020 General Fund and Youth & Family Services (YFS) Fund adopted budgets were balanced:

- Assuming no levy lid lift;
- Using \$1.78 million in one-time resources; and
- Making \$1.36 million in net service level reductions.

Following the failure of a November 6, 2018 levy lid lift ballot measure (Proposition 1) to preserve public safety services; youth, family, and senior services; and parks and recreation services, the Council directed staff on December 4, 2018 to reduce the amount of one-time resources used to balance the 2019-2020 General Fund and YFS Fund adopted budgets by \$1.20 million, following the Guiding Principles for Budget Reductions, which are attached as Exhibit 1. In addition, the Council stated that:

- The City is at the beginning of defining a “new normal” given the failure of Proposition 1.
- There can be nothing sacred in terms of cuts and measures considered by the Council, because the projected deficits in 2021-2022 are significantly greater.

- The Council is committed to providing a path forward for future Councils and beginning the process of transitioning to new lower levels of service. This path will not excuse the current Council from making difficult decisions now.
- The City will use the Fiscal Sustainability Plan, which will be kicked off on December 18, 2018, to guide the Council and staff in making difficult decisions regarding service levels in 2019-2020 and beyond.

A “first draft” of the proposed deficit spending reductions was presented to the Council at its February 2019 Planning Session. Regarding the General Fund deficit spending reductions, there appeared to be Council consensus on staff’s proposal.

For the YFS Fund deficit spending reductions, the Council directed staff to identify one-time funding to restore the two Elementary School Mental Health Counselors that were cut in the 2019-2020 adopted budget:

- Elementary School Mental Health Counselor (1.0 FTE reduction, effective 9/1/19)
- Elementary School Mental Health Counselor (1.0 FTE reduction, effective 9/1/20)

In addition, the Council directed staff to provide a briefing on YFS Department funding. The one-time funding solution for the School Counselors, the YFS Department funding briefing, and the proposed YFS Fund deficit spending reductions will be presented to the Council at its April 30, 2019 Special Meeting.

Proposed General Fund Deficit Spending Reductions

Relative to what was presented to the Council back in February, a slightly revised proposal is attached as Exhibit 2. A summary of the proposed General Fund deficit spending reductions is presented in the following two tables.

General Fund	2019	2020	2019-2020
Expenditure reductions	\$394,684	\$861,130	\$1,255,814
Less revenue reductions related to expenditure reductions	-26,900	-26,900	-53,800
Net expenditure reductions	\$367,784	\$834,230	\$1,202,014
Plus new revenues	+60,000	+78,535	+138,535
Total deficit spending reductions	\$427,784	\$912,765	\$1,340,549

Proposed Staffing Changes (General Fund)	2019	2020	2019-2020
Eliminate Senior Project Manager in 2020 (City Manager’s Office)		-0.58 FTE	-0.58 FTE
Eliminate Helpdesk Technician in 2019 (IGS)	-1.0 FTE		-1.0 FTE
Eliminate MICEC Reservations Specialist in 2019 (Parks & Recreation)	-1.0 FTE		-1.0 FTE
Restore Deputy Fire Chief		+1.0 FTE	+1.0 FTE
Total	-2.0 FTEs	+0.42 FTE	-1.58 FTEs

Overall, the following should be noted regarding staff’s General Fund proposal:

- It amounts to \$1.34 million, exceeding the \$1.20 million target by \$140,549.
- The \$1.34 million is in addition to the \$1.36 million in net expenditure reductions, which are included in the 2019-2020 adopted budget (see Exhibit 3). Taken together, total deficit spending reductions for 2019-2020 would amount to \$2.71 million, if the Council approves staff's proposal.

Additional details are provided for the following selected deficit spending reductions:

- The elimination of the Senior Project Manager would take effect May 1, 2020. This position is 50% funded by the General Fund.
- The new land use fees, which took effect on January 1, 2019, were adjusted to the 80% cost recovery level (with a few exceptions) following the completion of a development fee study in the fourth quarter of 2018 and the adoption of a development fee resolution on November 20, 2018. Staff was not able to correspondingly update its 2019-2020 development fee forecast until January 2019.
- The Finance Department re-organization is proposed based on the expected retirement of three long-term employees in 2019-2020. With the departure of the Utility Billing Supervisor in February 2019, the Utility Billing Team was reorganized, with the Supervisor being replaced with a Customer Service position. The cost savings from this change primarily impacts the Water, Sewer, and Stormwater Funds. In addition, it is anticipated that two more Finance staff will retire in the biennium, providing an opportunity to reclassify the Accounting Manager to a Financial (or Senior Financial) Analyst. This change will result in cost savings for the General Fund.
- The Deputy Fire Chief, which was cut in the 2019-2020 adopted budget beginning in 2020, was restored for two reasons: 1) public safety is the City's #1 priority of government; and 2) previous biennial citizen surveys have ranked public safety as the community's highest service priority. However, it is highly likely that service level reductions to public safety will be required to balance the 2021-2022 budget given the "fiscal cliff" that is projected in 2021-2022.
- The Helpdesk Technician in the Information & Geographic Services (IGS) Department was authorized in the 2017-2018 adopted budget following the dissolution of the Eastside Narcotics Task Force (ENTF) in 2016, which enabled the City to eliminate the ENTF Detective in the Police Department. The Helpdesk Technician is 78% funded by the General Fund.
- The Information & Geographic Services (IGS) Director was reclassified as an Information Services (IS) Manager following the departure of the IGS Director in early March 2019. This position is 78% funded by the General Fund. IGS is now a division of the Finance Department, reporting to the Finance Director.
- The Parks & Recreation Department Service Level Changes (Phases 1-2) are described in detail in Exhibit 4.
- The General Fund's annual support of the YFS Fund in 2020 (\$309,000) was eliminated, requiring an equivalent amount in service level reductions and/or new fees in the YFS Fund, which will be reviewed by the Council on April 30, 2019.

Staff is seeking Council approval of the proposed General Fund deficit spending reductions. Any changes directed by the Council will be incorporated into a budget amending ordinance, which will be included with the next financial status report. If the Council needs additional information to finalize the list of deficit spending reductions, staff will seek Council approval at either the April 16, 2019 Regular Meeting or the April 30, 2019 Special Meeting.

RECOMMENDATION

Assistant City Manager / Finance Director

MOVE TO: Approve the proposed deficit spending reductions in the General Fund to the 2019-2020 adopted budget and direct staff to prepare a budget amending ordinance as part of the next financial status report.

Guiding Principles for Budget Reductions

1. The provision of operating services should reflect the priorities of the community and the direction of the City Council.
2. Reductions will be strategic and “surgical.” Across-the-board cuts result in spreading scarce resources in broad, unfocused ways.
3. The quality of programs necessary to meet mandatory and essential services should be maintained.
4. Reductions in support and administrative functions should correspond to reductions in operating programs.
5. Manage risk and the ability to meet legal requirements when making reductions.
6. In setting priorities, reductions made to programs may impact some departments more than others.
7. Fee-based cost recovery should be considered for programs that primarily provide individual benefit, as opposed to broad community benefit that is for the “greater good.”
8. Consideration should be given to cost-saving measures such as reduced operating hours and other actions that may preserve funding for essential services.
9. Service reductions or changes must be sustainable.
10. Alternative service delivery options will be explored when feasible.
11. Resources that are not legally constrained should first be used for providing operating services, then for capital needs.
12. Resources will be dedicated to the maintenance of current city assets and infrastructure before adding new assets.
13. Look for opportunities to engage employees in the decision-making process
14. Provide timely and clear information to employees impacted by budget reductions so they may prepare as early as possible to transition out of the organization.
15. When practical, staffing reductions will be made through attrition; every effort will be made to reassign staff responsible for terminated programs/services to other related work duties.
16. Continue to use technology to increase efficiencies.
17. When practical, seek budget neutral ways to utilize volunteers without compromising quality or integrity of services.

Proposed Deficit Spending Reductions to 2019-2020 Adopted Budget (General Fund Only)

Proposed Deficit Spending Reductions by Department	2019			2020		
	Expenditure Reductions	Revenue Reductions	New Revenues	Expenditure Reductions	Revenue Reductions	New Revenues
City Council/City Manager's Office						
Reduce Sister City Support in 2020				(6,000)		
Eliminate Senior Project Manager in 2020 (0.58 FTE)				(28,732)		
Community Planning & Development						
Adjusted land use fees to 80% cost recovery level in 2019			60,000			60,000
Combine 2 half-time Code Compliance positions into 1.0 FTE	(4,311)			(4,089)		
Finance						
Department reorganization	(12,000)			(20,000)		
Increase parking permit fees from \$5/yr to \$30/yr in 2020						18,535
Fire						
Restore Deputy Fire Chief (1.0 FTE) cut in adopted budget				215,030		
Human Resources						
Reduce employee service awards				(3,500)		
Information & Geographic Services						
Eliminate IGS Helpdesk Technician (1.0 FTE)	(78,856)			(78,405)		
Reclassify IGS Director to IGS Manager	(46,800)			(39,000)		
Parks & Recreation						
Eliminate Summer Celebration	(93,500)	(25,000)		(93,500)	(25,000)	
Eliminate Parks Maintenance overtime related to SC!	(23,046)			(23,046)		
Eliminate Community Camp Out	(3,325)	(1,900)		(3,325)	(1,900)	
Eliminate Leap for Green	(1,200)			(1,200)		
Eliminate All-Island Track Meet	(2,500)			(2,500)		
Reduce MICEC customer service (casual labor)	(24,668)			(13,719)		
Eliminate MICEC Reservations Specialist (1.0 FTE) & increase casual labor by \$32K/yr	(45,793)			(48,051)		

Proposed Deficit Spending Reductions to 2019-2020 Adopted Budget (General Fund Only)

Proposed Deficit Spending Reductions by Department	2019			2020		
	Expenditure Reductions	Revenue Reductions	New Revenues	Expenditure Reductions	Revenue Reductions	New Revenues
Police						
Eliminate special events overtime	(30,000)			(30,000)		
Public Works						
Eliminate ROW Team overtime related to SC!	(1,185)			(1,185)		
Eliminate Christmas tree recycling by ROW Team (now covered by Recology contract)	(5,000)			(5,000)		
Reduce City building repair & maintenance	(10,000)			(10,000)		
Citywide/Non-Departmental						
Eliminate pay-for-performance in 2020				(313,708)		
Eliminate General Fund support of YFS in 2020				(309,000)		
Phase out Chamber of Commerce support beginning 2020				(7,200)		
Eliminate Mountains to Sound Greenway support in 2020				(10,000)		
Reduce miscellaneous professional services	(12,500)			(25,000)		
Total General Fund	(394,684)	(26,900)	60,000	(861,130)	(26,900)	78,535

Other resource options include:

- 1) Utilize collections for unpaid ambulance transport fees (\$40K/yr).
- 2) Increase annual business license fee from \$30 to \$50 (\$65K/yr).
- 3) Increase B&O tax rate from 0.10% to 0.15% (\$325K/yr).
- 4) Increase utility tax rate on City's utilities (1% tax rate = \$195K/yr).

Total deficit spending reductions in 2019	(427,784)
Total deficit spending reductions in 2020	(912,765)
Total deficit spending reductions in 2019-2020	(1,340,549)
2019-2020 total reduction target per Council	(1,200,000)
Total FTE reductions	(1.58)

Council Approved Net Service Reductions by Fund 2019-2020 Adopted Budget

Summary

Fund	2019	2020	Total
General Fund:			
Total Service Reductions	-\$459,465	-\$734,042	-\$1,193,507
Plus Police Public Records Support (0.5 FTE)	\$61,572	\$64,058	\$125,630
Youth & Family Services Fund:			
Total Service Reductions	-\$154,005	-\$280,812	-\$434,817
Plus Reduction in Annual Funding from General Fund for YFS Dept	\$46,000	\$91,000	\$137,000
Net Service Reductions	-\$505,898	-\$859,796	-\$1,365,694
2019-2020 Net FTE Reductions	4.33*	1.83	6.16

* Includes GIS Technician (1.0 contract FTE) which is accounted for in the CIP

General Fund

Department	2019	2020	Mandatory, Essential or Discretionary
Fire:			
Eliminate Deputy Fire Chief (1.0 FTE)		-\$215,030	Essential
Non-Departmental:			
Reduce ARCH Contributions	-\$46,000	-\$46,000	Discretionary
Reduce Annual Funding for YFS Dept (funding source for restoring Patrol Officer)	-\$46,000	-\$91,000	Discretionary
Parks & Recreation:			
Reduce Luther Burbank Park & Groveland Beach Lifeguards	-\$46,000	-\$46,000	Discretionary
Reduce MICEC Customer Service/Operating Hours (net of MICEC rental fee loss)	-\$34,332	-\$42,350	Discretionary
Reduce Annual Funding for MICEC Technology and Equipment	-\$22,000	-\$22,000	Discretionary
Eliminate Special Events Coordinator (1.0 FTE), Special Events, & Town Center Holiday Lights	-\$133,536	-\$137,705	Discretionary
Eliminate Recreation Specialist (1.0 FTE, funding source for restoring Patrol Officer)	-\$81,597	-\$83,957	Discretionary
Public Works:			
Reduce Town Center Beautification and Farmers Market Support	-\$50,000	-\$50,000	Discretionary
Total Service Reductions	-\$459,465	-\$734,042	
Plus Police Public Records Support (0.5 FTE)	\$61,572	\$64,058	Mandatory
Net Service Reductions	-\$397,893	-\$669,984	

Youth & Family Services Fund

Department	2019	2020	Mandatory, Essential or Discretionary
Youth & Family Services:			
Reduce Geriatric Specialist by 0.50 FTE (net of Foundation donation reduction)	-\$47,799	-\$49,162	Discretionary
Reduce Administrative Support by 0.50 FTE (net of Foundation donation reduction)	-\$29,628	-\$30,498	Discretionary
Reduce Elementary School Counselors by 0.83 FTE in 9/2019-12/2019 & 0.83 FTE in 9/2020-12/2020 (net of Foundation donation reduction)	-\$30,578	-\$110,152	Discretionary
Reduce Interfund Transfer to Capital Improvement Fund for Thrift Shop Repairs (this was necessary to reduce annual funding for YFS Dept, which is noted above)	-\$46,000	-\$91,000	Discretionary
Total Service Reductions	-\$154,005	-\$280,812	
Plus Reduction in Annual Funding from General Fund for YFS Dept	\$46,000	\$91,000	
Net Service Reductions	-\$108,005	-\$189,812	



**Parks and Recreation Department
Service Level Changes
Phase 1 & 2 Summary**

Given the City's projected long-term deficits and the Council's direction to reduce spending by an additional \$1.2 million in the 2019-2020 Biennial Budget, a significant portion of the reductions will come from the Parks & Recreation Department. These reductions are broken into phases. Phase 1 was announced December 18, 2018 and implemented January 1, 2019. Phase 2 is summarized on the following pages and will be implemented over the course of 2019.

Summary of Changes

As compared to the 2018 adopted budget, the Phase 1 and Phase 2 changes reduce the Parks and Recreation overall budget by 9.5%. These changes are almost exclusively in the area of recreation services and events. The recreation budget, which includes the Mercer Island Community and Event Center, will be reduced by 19%. These program and service reductions are a result of the following positions being eliminated or held vacant for further evaluation:

1. Special Events Specialist (Eliminated)
2. Recreation Specialist (Eliminated)
3. Reservations Specialist (Held Vacant)

Reductions/Eliminations included in the 2019-2020 Approved Budget:

- Lifeguard Program
- MICEC Customer Service/Operating Hours
- MICEC Technology and Equipment
- Special Events Specialist (1.0 FTE)
- Special Events: Movies in the Park, Spring Egg Hunt, Tree Lighting and Firehouse Munch
- Town Center Holiday Lights*
- Recreation Specialist (1.0 FTE)

Additional Reductions for 2019-2020:

- Summer Celebration
- Summer Celebration Overtime*
- Reservation Specialist (1.0 FTE)
- MICEC Customer Service/Operating Hours
- MICEC Miscellaneous Costs
- Recreation Programs
- Special Events: Community Camp Out, Leap for Green, All Island Track Meet

Reductions/Eliminations in the 2019-2020	2019	2020
Approved Budget		
Lifeguard Program	-\$46,000	-\$46,000
MICEC Customer Service/Operating Hours	-\$34,332	-\$42,350
MICEC Technology and Equipment	-\$22,000	-\$22,000
MICEC Miscellaneous Costs	-\$5,000	-\$8,069
Special Events Specialist/Events (1.0 FTE)	-\$104,102	-\$104,102
Town Center Holiday Lights*	-\$29,434	-\$30,905
Recreation Specialist (1.0 FTE)	-\$78,984	-\$81,274
TOTAL	-\$319,852	-\$334,700

Additional Reductions for 2019-2020	2019	2020
Summer Celebration	-\$93,500	-\$93,500
SC Overtime*	-\$23,046	-\$23,046
Reservation Specialist (1.0 FTE)	-\$77,793	-\$80,050
MICEC Customer Service/Operating Hours	-\$24,668	-\$13,719
Special Events	-\$7,025	-\$7,025
TOTAL	-\$226,032	-\$217,340

TOTAL REDUCTIONS	-\$545,884	-\$552,040
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TOTAL 2019-2020 BIENNIUM REDUCTIONS	\$1,097,924
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*Parks Maintenance Budget

The Parks and Recreation Department, in coordination with the City Manager's Office, is continuing to evaluate operations and identify additional opportunities for efficiencies. This work is part of the long-term fiscal sustainability planning effort and will be ongoing in 2019 and beyond.



Parks and Recreation Department
Service Level Changes – Phase 1
(Reductions of ~\$770,443)
Effective January 1, 2019

The Phase 1 Parks and Recreation budget reductions were included in the adopted 2019-20 biennial budget. The reductions were implemented on January 1, 2019 and are further described below.

Service Level Changes for the Mercer Island Community & Event Center (MICEC)

The Parks & Recreation Department originally proposed to reduce operating hours for the MICEC in 2020 through a service reduction proposal. With three (3) vacant FTE positions in the Department and the need to reduce an additional \$1.2 million over the biennium, the reduction in operating hours was implemented on January 1, 2019.

These operating hours reductions were based on:

1. Maximizing facility use,
2. Limiting impacts to recreation programs/rentals utilized by residents, and
3. Increasing current MICEC/Recreation staffing efficiency.

The 2018 operating hours were as follows:

2018 Operating Hours:

Mon.-Fri.	7am-9pm
Sat.	8am-9pm
Sun.	11am-5pm

*Facility rentals have the option to reserve extended hours as late as 12am through an additional fee that must be paid in full prior to the rental date.

The changes and impacts, effective January 1, 2019, are as follows:

2019-2020 Operating Hours:

Mon.-Thurs.	8am-7pm	12 less operating hours
Fri.	8am-5pm	5 less operating hours
Sat.	8am-5pm	4 less operating hours
Sun.	Closed	6 less operating hours
TOTAL WEEKLY REDUCTION		27 less operating hours

*Facility rentals will continue to have the option to reserve extended hours as late as 12am through an additional fee that must be paid in full prior to the rental date.

Program/Rental/General Patron Impacts:

- Drop-in programming and customer service will follow the new operating hours.
 - Drop-in programs affected include: Fitness Room (daily), Badminton (Fri/Sat), Indoor Playground (Sun), Pickleball (Sun)
 - Day/Time change accommodation for Badminton and Pickleball will be evaluated.
- Current advertised recreation programming will continue as scheduled (in Recreation Guide) through March 2019.
- Recreation programming scheduled after April 1 will take place during the new operating hours.
 - Instructors requesting to host programs or classes outside of MICEC operating hours will be subject to an hourly staffing fee.
- Customer service support will only be available during operating hours.
 - Rentals taking place outside of operating hours will only have access to the space(s) reserved and the associated common areas.
 - Patrons that are not part of a rental group will not be permitted in the facility during private rental events.
- Rentals rates will be honored for rental reservations made prior to January 1, 2019.
- Rental reservations booked after January 1, 2019 will be subject to the extended hours fee.
- Tenants of the Annex Building will continue to have access to the MICEC main building Monday thru Friday beginning at 7am. This is necessary to meet ADA access requirements for the Annex building. MICEC custodial and/or administrative staff will coordinate this access.

Service Impacts:

- Reduced staff availability to meet customer service related needs.
- Reduction of MICEC non-revenue generating programming: Indoor Playground, Community Coffee Hour, First Fridays with Friends, and community appreciation event(s).
- Potential for increased customer service wait times.
- Customer service priorities will be for rentals and registration-based programming.

Financial Impacts:

- Expenditures reduction: Casual labor salaries/benefits savings of \$59,000 in 2019, and \$56,069 in 2020 for a total reduction of \$115,069.
 - Casual labor flexibility will be prioritized to meet facility rental needs.
 - Three (3) Parks & Recreation full-time staff have relocated their workspace locations from the Luther Burbank Park Administration Building to the MICEC in order to provide facility and program coverage as a result of staff reductions.
 - Full-time staff will continue to use flexible scheduling to meet the needs of program and rental groups.
- Expenditure reduction: **MICEC Technology and Equipment Funds (Sinking Fund)**
This fund is utilized by the MICEC for CIP technology and equipment purchases such as furniture, media, and amenity upgrades utilized by patrons and facility rental groups. The General Fund's annual property tax contribution to this fund can be reduced from \$40,000 to \$18,000 beginning in 2019 with little impact to planned replacements equating to a \$44,000 reduction realized in the 2019-2020 biennium.

- **Expenditure Reduction: MICEC Miscellaneous Costs**
This reduction reflects an expenditure savings of \$13,069. This savings is realized through efficiencies in advertising, operating supply purchasing, and a reduction to the MICEC employee training budget as a result of staffing level changes.
- **Revenue: As budgeted in 2018**
 - Recreation instructor contracts will be restructured.
 - Rental reservations may minimally decrease, however “peak season” usage and Corporate Rate bookings will result in a revenue increase through extended hours fees and pricing, this it is anticipated the rental revenue goals will be met. Residents will continue to receive discounted rental rates.

Service Level Changes to Senior Health Services Programs

Due to the vacant positions in the Parks & Recreation (P&R) Department, all programs, activities, and events are undergoing a performance evaluation. The Youth and Family Services (YFS) Department participated in the evaluation of the health service programs provided for senior adults. As a result of this process, the following program changes will be made:

- **Foot Care Clinic**
This service will no longer be offered at the MICEC or as a program of the P&R Department after February 2019. This clinic was previously offered three Tuesdays a month and was in a room that is now an office. The Clinic cannot afford the rental rate for Room 104 (the only other room in which it could be located).
 - **Action:** Staff will provide the Clinic staff with information about retirement homes and podiatrists on Mercer Island who may want to provide this service at their location. Participants will be notified immediately that the service will no longer be offered.
 - **Service Impact:** 30 clients will need to seek alternative options for this health care service.
- **Dental Hygiene Clinic**
This service will no longer be offered at the MICEC or as a program of the P&R Department. Only one person used this service in 2018.
 - **Action:** This program was previously eliminated in 2018 and will not be reinstated.
 - **Service Impact:** One client will need to seek alternative dental care and has been notified.
- **Meals on Wheels**
Sound Generations in Seattle will be taking over operation of this program. Meals will no longer be delivered to MICEC and staff will not be responsible for coordinating volunteer drivers.
 - **Action:** Staff will work with Meals on Wheels and Sound Generations to notify participants and volunteer drivers of the change.

- **Service Impact:** Participants will still receive meals; however, meals will likely be delivered on a different schedule.

- **Senior Transportation**

The ongoing challenge related to the senior transportation program is a lack of reliable and available volunteer drivers. Staff are often pulled away from their work to drive the bus to transport participants when a volunteer is not available or needs to cancel.

- Senior Social Transportation: Approximately 6 to 8 participants are transported to MICEC every Tuesday and Thursday for the Senior Social Program. Transportation is not provided for the Wednesday sessions of Senior Social.
 - **Action:** Staff will continue to provide transportation for the Senior Social Program while evaluating alternative and more cost-effective service delivery options.
 - **Service Impact:** None, participants will still receive transportation.
- Grocery Shopping Transportation: Participants are transported to the grocery store and are assisted by volunteers with shopping and unloading groceries when they return home.
 - **Action:** This transportation service will no longer be offered by the City. Participants will be notified and made aware of KC Metro/Access transportation options.
 - **Service Impact:** Approximately five participants will need to seek alternative transportation for grocery shopping.
- Bridge Transportation: Participants are transported to MICEC every Wednesday to play bridge.
 - **Action:** This transportation service will no longer be offered by the City. Participants will be notified.
 - **Service Impact:** Approximately three participants will need to seek alternative transportation options, which will hopefully be address by carpooling amongst the bridge players.

- **Caregivers Support**

YFS staff will coordinate this program, which services approximately four to six participants. The support group will continue to be held in the MICEC Board Room. YFS staff will be the contact for participants.

- **Action:** YFS will assume program coordination.
- **Service Impact:** None

- **Parkinson's Disease Support**

YFS staff will coordinate this program with community volunteer Debbie Hanson. The program, which serves a range of anywhere from one to six participants, will continue to be held at the MICEC in a meeting room once a month. YFS will coordinate this transition with P&R staff. The community volunteer will serve as the contact for participants.

- **Action:** YFS will assume program coordination. P&R will waive the room rental, set-up, and take down fees and YFS will seek donations and funding to support this program.
- **Service Impact:** None

Financial Impacts:

- Expenditure reductions: Includes staff salaries and benefits for three full-time staff positions, that are not being filled at a savings of \$250,879 in 2019 and \$255,426 in 2020.

Service Level Changes to Lifeguard Program

This service reduction will eliminate lifeguards at Luther Burbank Park and Groveland Beach beginning with the 2019 summer season. The removal of lifeguards will significantly impact residents (and non-residents) that use Luther Burbank Park during the summer months, since this is currently the only outdoor public beach on Mercer Island with lifeguards on duty. The City's insurer, WCIA, requires that staff prepare for this change with adequate notification and signage.

Service Impacts:

For many parents/guardians, this will eliminate an open water swimming option for their families, particularly families with young children or people caring for special needs individuals. This will also eliminate a swimming option for the City of Mercer Island hosted summer camps, which are revenue generating programs. Due to liability, campers cannot swim in unguarded areas. The outdoor swimming option for the summer camps has been a popular program draw.

The lifeguards at Luther Burbank serve a key secondary role of beach/park managers, which helps with crowd control and overall park safety during the summer months. Without staff on duty, park complaints and user conflicts will likely increase. Although Groveland Beach was traditionally staffed with lifeguards during the summer, this beach has been without guards since 2015. The permanent loss of lifeguards at this facility will impact Mercer Island residents, as they are the primary users of this facility. Due to the competitive hiring market, however, staff anticipated some challenges attracting enough qualified candidates to staff both beaches in 2019.

Financial Impacts:

- Expenditure reductions: Casual labor salaries/benefits savings of \$46,000 in 2019, and \$46,000 in 2020 for a total savings of \$92,000.



Parks and Recreation Department
Service Level Changes – Phase 2
(Reductions of ~\$327,481)
Effective January 16, 2019

The Phase 2 Parks and Recreation budget reductions are a result of the council directive to reduce the 2019-20 budget by an additional \$1.2 million. These reductions will be implemented in 2019.

Service Level Changes to Special Events

A number of additional special event reductions are required to meet the \$1.2 million additional budget reduction. These reductions are further summarized below and are based on the following:

1. The elimination of event coordinating staff;
2. The need to reduce operating costs; and
3. Prioritizing Department resources to serve the greatest number of people, sustaining ongoing programs (as opposed to one-time events), and continued maintenance of parks and open space infrastructure.

Special Event Reductions and Eliminations

Summer Celebration (SC!)

This annual festival which includes craft vendors, food trucks, amusement rides, musical performances, a parade, and a fireworks show is coordinated by the Special Event Specialist (vacant) and the Recreation Specialist (vacant), with significant support from the entire Parks and Recreation Department as well as all other City departments. Over 1,400 hours of City staff time is required for the event weekend, at a labor cost of approximately \$42,000 annually. This does not take into account the number of staff hours that go into planning the event, which is significant and occurs over the course of an entire year.

- **Action:** Eliminate Summer Celebration from the 2019-20 event offerings; immediately inform vendors, contractors, volunteers, staff and the general public. Cancellation of this event will allow other functions to take place on this weekend (field rentals, MICEC rentals, and recreation program fees), many of which will result in additional revenue to the Department.
- **User Impact:** For many residents Summer Celebration has been an annual tradition that has brought the community together. Many will be very disappointed by this reduction.
- **P&R Only - Biennium Financial Impact:** \$233,092 Expenditure / \$50,000 Revenue, which is not reflective of all of the staff time required to produce this event.

Town Center Holiday Lights and Tree Lighting/Firehouse Munch:

Traditionally, the City hires a contractor to install holiday lights at the Community Center, in Town Center, at the Luther Burbank Pergola, and in Mercerdale Park. The Tree Lighting/Firehouse Munch event is coordinated by the Recreation Specialist (vacant) and hosted by the local International

Association of Firefighters (IAFF), serving primarily Mercer Island families. Patrons gather for the tree lighting at Mercerdale Park, then proceed to the firehouse for snacks and a visit from Santa. Attendance has historically been approximately 500 people, dependent on weather.

- **Action:** Eliminate Town Center Holiday Lights installation and Tree Lighting/Firehouse Munch coordination. The Parks & Recreation Department will pursue transition of this event to interested community groups.
- **User Impact:** Minimal impact to residents if the event is transferred to a community group. Should this occur, the Parks & Recreation Department will provide limited staff support. If the event is not transferred, the event will be eliminated.
- **Biennium Financial Impact:**
 - **Tree Lighting/Firehouse Munch:** \$1,840 expenditure / \$0 Revenue
 - **Town Center Holiday Lights:** \$60,339 expenditure / \$0 Revenue

Movies in the Park

This event is coordinated by the Special Event Specialist (vacant) and serves all audiences. Approximately 300 to 400 people attend each film hosted in Mercerdale Park. Due to previous budget challenges this event was eliminated in 2011-2014 and then reinstated.

- **Action:** Eliminate "Movies in the Park" from the 2019-20 event offerings.
- **User Impact:** Reduced opportunity for family recreational opportunities on Mercer Island.
- **Biennium Financial Impact:** \$12,300 Expenditure / \$0 Revenue

Community Camp Out

This event is coordinated by the Special Events Specialist (vacant) and Recreation Specialist (vacant), with a large amount of support from the Recreation Superintendent and two (2) Recreation Coordinators. This overnight event takes place in Luther Burbank Park, where registered families and individuals camp out overnight, take part in swimming, kayaking, arts & crafts, and other outdoor activities. Registration numbers have ranged from 50 to 90 participants.

- **Action:** Eliminate "Community Camp Out" from the 2019-20 event offerings.
- **User Impact:** Reduced opportunity for family recreational opportunities on Mercer Island.
- **Biennium Financial Impact:** \$6,650 Expenditure / \$3,800 Revenue

Spring Egg Hunts:

This event is coordinated by the Special Event Specialist (vacant) and the Recreation Specialist (vacant), serving both resident and non-resident youth from the Puget Sound region. Approximately 1,500 to 2,000 youth ages 1-12 years old take part in the Spring Egg Hunts.

- **Action:** Eliminate "Spring Egg Hunt" coordination. The Parks & Recreation Department will pursue transition of this event to interested community groups.
- **User Impact:** Minimal impact to residents if the event is transferred to a community group. Should this occur, the Parks & Recreation Department will provide limited staff support. If the event is not transferred, the event will be eliminated.
- **Biennium Financial Impact:** \$5,860 Expenditure / Up to \$1,500 Revenue (donations)

All Island Track Meet

This event is coordinated by the Recreation Specialist (vacant), serving Mercer Island School District 4th and 5th graders. Teachers from each elementary school compile team rosters. Parks & Recreation Department and City staff coordinate, implement, and officiate the event. Over 30 City staff members, across numerous departments each dedicate three (3+) hours annually to working this event.

- **Action:** The Parks & Recreation Department will pursue transition of this event to interested community groups and/or the School District.
- **User Impact:** Minimal impact to residents if the event is transferred to a community group or the School District. Should this occur, the Parks & Recreation Department will provide limited staff support. If the event is not transferred, the event will be eliminated.
- **Biennium Financial Impact:** \$5,000 expenditure / \$0 Revenue

Leap for Green

This annual event is coordinated by the Special Event Specialist (vacant) and the Sustainability & Communications Manager, with assistance from the Recreation Specialist (vacant) and MICEC staff (reduced). Leap for Green is a free event that began in 2008 to celebrate Earth Day by promoting environmental practices and activities for kids and adults; with a primary purpose of raising awareness of local sustainability resources.

- **Action:** Eliminate Leap for Green event from 2019-20 event offerings; inform contractors, allow for MICEC facility rentals on this date.
- **User Impact:** Elimination will affect families who attend the event and reduce education and outreach in the area of green practices and sustainability.
- **Biennium Financial Impact:** \$2,400 Expenditure / \$0 Revenue



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 2		DUE TO:	3/22 D/P	3/25 FN	3/25 CA	3/26 Clerk
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
ABSENCES: Underwood						
STUDY SESSION (6:00-7:00 pm)						
60	AB 5544: Parks 2019-2020 Major Projects Update			Jessi Bon		
SPECIAL BUSINESS (7:00 pm)						
10	AB 5543: Sexual Assault Awareness Month Proclamation			Derek Franklin		
CONSENT CALENDAR						
--	AB 5548: Open Space Conservancy Trust 2018 Annual Report and 2019 Work Plan			Alaine Sommargren		
--	AB 5546: 2018 Budget Carryover Requests			Chip Corder		
--	AB 5549: Adoption of the 2019-2020 City Council Priorities and Work Plan			Ali Spietz		
REGULAR BUSINESS						
30	AB 5550: Parks and Recreation Commission Recruitment and Work Plan			Jessi Bon		
60	AB 5545: Proposed Deficit Spending Reductions to 2019-2020 General Fund Adopted Budget			Chip Corder		

APRIL 16		DUE TO:	4/5 D/P	4/8 FN	4/8 CA	4/9 Clerk
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
ABSENCES:						
EXECUTIVE SESSION						
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 xxxx: Update on Commuter Parking & Mixed-Use Project MOU			Julie Underwood		
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
180	AB xxxx: Fiscal Sustainability Plan Strategies & Scenarios			Chip Corder		
60	AB xxxx: Mercer Island Transit Interchange Report					

APRIL 25 – 4:45-5:45 PM (SPECIAL MEETING)						
		Special Joint Meeting with MISD Board (Council Chambers)				

APRIL 30 – 6:00-7:30 PM (SPECIAL MEETING)			
SPECIAL BUSINESS			
60	AB xxxx: Youth & Family Services Fund	Cindy Goodwin	
30	AB xxxx: Code Cleanup – First Reading	Evan Maxim	

MAY 7		DUE TO:	4/26 D/P	4/29 FN	4/29 CA	4/30 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
60	AB xxxx: ARCH Overview	Julie Underwood				
SPECIAL BUSINESS (7:00 pm)						
10	AB xxxx: Building Safety Month Proclamation	Don Cole				
CONSENT CALENDAR						
--	AB xxxx: ARCH Work Program, Budget, and Trust Fund Approval	Alison Van Gorp				
PUBLIC HEARING						
90	AB xxxx: 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				
60	AB xxxx: Critical Areas Ordinance – First Reading	Evan Maxim				
30	AB xxxx: Code Cleanup – Second Reading and Adoption	Evan Maxim				
EXECUTIVE SESSION						

MAY 21		DUE TO:	5/10 D/P	5/13 FN	5/13 CA	5/14 Clerk
ABSENCES:						
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
60	HOLD for Commuter Parking Project - See Julie					
SPECIAL BUSINESS (7:00 pm)						
5	AB xxxx: Safe Boating and Paddling Week Proclamation	Ed Holmes				
5	AB xxxx: Public Works Week Proclamation	Jason Kintner				
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
15	AB xxxx: Soil Remediation Appropriation Request	Jason Kintner				
15	AB xxxx: First Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments	Chip Corder				
45	AB xxxx: Critical Areas Ordinance – Second Reading & Adoption (tentative)	Evan Maxim				

EXECUTIVE SESSION					

JUNE 4		DUE	5/24	5/27	5/27	5/28
ABSENCES:		TO:	D/P	FN	CA	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)						
CONSENT CALENDAR						
PUBLIC HEARING						
30	AB xxxx: Interim Design and Concealment Standards for Small Cell Facilities Deployment Ordinance – Extension			Evan Maxim		
REGULAR BUSINESS						
45	AB xxxx: Adoption of 6-Year Transportation Improvement Program			Patrick Yamashita		
60	AB xxxx: Interim Design and Concealment Standards for Small Cell Facilities Deployment Ordinance – Extension			Evan Maxim		
EXECUTIVE SESSION						

JUNE 18		DUE	6/7	6/10	6/10	6/11
ABSENCES:		TO:	D/P	FN	CA	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)						
CONSENT CALENDAR						
REGULAR BUSINESS						
120	AB xxxx: Community Facilities Code Amendment – First Reading & Handoff (tentative)			Evan Maxim		
60	HOLD for Commuter Parking Project - See Julie					
EXECUTIVE SESSION						

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

JULY 2 ABSENCES:		DUE TO:	6/21 D/P	6/24 FN	6/24 CA	6/25 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
	AB xxxx: Parks & Recreation Month Proclamation			Jessi Bon		
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
EXECUTIVE SESSION						

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)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
60	AB xxxx: Community Facilities Code Amendment – Second Reading & Adoption			Evan Maxim		
EXECUTIVE SESSION						

AUGUST 6 ABSENCES:		DUE TO:	7/26 D/P	7/29 FN	7/29 CA	7/30 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		
EXECUTIVE SESSION		

AUGUST 20 ABSENCES:	DUE TO:	8/9 D/P	8/12 FN	8/12 CA	8/13 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					
EXECUTIVE SESSION					

SEPTEMBER 3 ABSENCES:	DUE TO:	8/23 D/P	8/26 FN	8/26 CA	8/27 Clerk
ITEM TYPE TIME TOPIC	STAFF			SIGNER	
STUDY SESSION (6:00-7:00 pm)					
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
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
ABSENCES:						
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						
	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
ITEM TYPE TIME TOPIC		STAFF			SIGNER	
ABSENCES:						
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 TO:	10/4 D/P	10/7 FN	10/7 CA	10/8 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		
60	2019 Comprehensive Plan Amendments – First Reading	Evan Maxim
EXECUTIVE SESSION		

NOVEMBER 5 (ELECTION DAY – TBD)	DUE TO:	10/25 D/P	10/28 FN	10/28 CA	10/29 Clerk
ABSENCES:					
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
- King County Comprehensive Solid Waste Mgt Plan – J. Kintner
- Comprehensive Mobility Plan (ST Settlement) – K. Taylor
- Sound Transit Park-and-Ride Parking Permit Program – K. Taylor

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)

Community Planning and Development:

- ARCH Budget and Work Program (Q1)
- ARCH Trust Fund Recommendations (Q1)
- 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)