



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5525
January 15, 2019
Study Session

Table with 3 columns: Title (AUBREY DAVIS PARK MASTER PLAN UPDATE), Action (Review proposed vision and goals and provide input to staff), 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 (Parks and Recreation, n/a, list of exhibits, list of goals).

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

SUMMARY

PURPOSE

The purpose of this study session is to update City Council on the progress of the Aubrey Davis Park Master Plan ("Plan") and preview the vision and goals for this plan.

PRIOR COUNCIL REVIEW

At the November 21, 2017 Council meeting, prior to the start of the project, staff presented the general framework of the Aubrey Davis Park Master Plan at a Study Session (see AB 5357), including the need, scope, budget, and timeline.

GEOGRAPHIC EXTENT OF THE PLAN

The geographic limits of the plan consist of all public lands that were acquired or landscaped for the construction of Interstate 90 in the late 1980s and early 1990's, with the exception of lands in the highway "canyon" and Parcel 7, which is currently subject to a purchase and sale agreement.

- The landscaped portions of parcels that were turned back to the City following highway construction,
- The landscapes that the City maintains on behalf of WSDOT through maintenance agreements, and
- Active recreation areas that the City leases from WSDOT.

This area totals 79.5 acres. The geographic extent under consideration in this plan also includes properties that are owned and managed by Washington State Department of Transportation (WSDOT) and are outside of the highway “canyon,” which brings the total to 94 acres (see Exhibit 1). The additional properties are parcels that the City does not maintain. Their inclusion in this plan does not change the City’s maintenance agreements with WSDOT. The maintenance of these parcels may be modified based on the results of this master plan and future conversations with WSDOT. Their inclusion does allow the City to provide direction on the future use of this land and provides policy support for them to remain as parks and open spaces.

## **SITE ANALYSIS**

HBB Landscape Architecture (“HBB”) is the lead consultant on this project. Their team conducted multiple site visits and interviews with City and WSDOT staff. They reviewed design documents for the park as well as for major projects such as Sound Transit East Link light rail and King County North Mercer Interceptor projects. They determined what standards and policies are applicable to potential projects that might be considered in the plan. They coordinated with WSDOT to review preliminary analysis of the lid and retaining wall highway structures to determine what opportunities and limitations there might be on facilities in these areas, and reviewed existing programming, buildings, and vegetation management throughout the park.

## **PUBLIC ENGAGEMENT**

Public engagement on the Plan began at the 2018 Summer Celebration! where we distributed a card announcing the master planning process. On August 1, 2018, the City launched its formal public engagement with an online survey, an article in the *MI Weekly*, a postcard flyer, and flyers posted in the park, and at key locations around the City (MICEC, City Hall, Chamber of Commerce, etc.). During the first weekend in August, City staff hosted an informational booth each day at the Lid Park prior to the Seafair air shows. City staff also hosted booths at Art Uncorked and the Farmers Market in September.

In mid-September, the Aubrey Davis Master Plan page was launched on Let’s Talk Mercer Island, the City’s online engagement platform. This page serves as the main hub for collecting and organizing Plan documents, public comments, and survey results. Through this platform, interested citizens have access to all public forum presentations and public commentary, as well as the ability to ask questions, post comments, and engage with City staff.

Through fall 2018, the City and its consultant, HBB, conducted public forums with focused discussions on the following topics:

- Trails
- Active Recreation: Sports & Boating
- Passive Recreation: Playgrounds & Landscaping
- Arts and Culture

Each of these forums were attended by 12-20 people. We invited both stakeholders (sports groups, bike, arts, recreation groups) and people who had expressed interest from our initial outreach via pop ups, social media and our survey. The kickoff was announced in the October 3 *MI Weekly* and individual meetings were subsequently posted on the website and listed on the Let’s Talk page. Participants reviewed existing conditions and discussed opportunities and constraints for the park. Ideas, feedback, and comments were collected during the meeting. The information gathered was posted to the Let’s Talk page and will be presented to the general public at the upcoming open house.

A variety of on-Island user groups and organizations were contacted to ensure greater awareness of the project. City staff will be meeting with and presenting to similar groups throughout the winter and spring.

The following groups were contacted:

- Adult Softball League
- Cascade Bicycle Club
- Chamber of Commerce
- Covenant Shores
- Mercer Island Boys and Girls Club
- Mercer Island Boys Lacrosse
- Mercer Island Football Club
- Mercer Island Girls Lacrosse
- Mercer Island High School ASB
- Mercer Island Preschool Association
- Mercer Island Rotary Club
- Mercer Island Senior Foundation
- Mountains to Sound Greenway
- Neighbors in Motion
- Shorewood Apartments
- Stroum Jewish Community Center
- Yellow Wood Academy

In addition, it is worth noting, there are regional partners and projects impacted by or impacting the Plan:

- **WSDOT Partnership:** City staff have been working with WSDOT staff (under the 2018 Memorandum of Understanding to develop a master plan for Aubrey Davis Park) in all phases of consultant selection and scoping. Their staff continue to review work and provide feedback on the process as the City and HBB work through the various phases of planning.
- **North Mercer Interceptor Coordination:** Since 2016, City staff have been involved in the design of the King County Wastewater Treatment Division (WTD) replacement of the sewer line on Mercer Island known as the North Mercer Interceptor. The project will disrupt the eastern half of the Mountains to Sound Trail. How the trail will be constructed is the subject of negotiations between the City and King County. City staff recognize this as an opportunity to reconstruct the trail to meet current and future needs that would be identified in the Plan (see [AB 5489](#)).
- **Proposed Commuter Parking & Mixed-Use Project (Tully's Site/Parcel 12):** Outlined in the request for qualifications for the commuter parking and mixed-use project were several criteria that emphasize the integration of the building with the surrounding park landscapes. Staff will coordinate with the developer in the future to achieve the identified objectives.
- **Greta Hackett Sculpture Gallery 4Culture Creative Consultancy:** City staff and the Mercer Island Arts Council have been pursuing a grant for a consultant to help the community envision the future of the Greta Hackett Sculpture Gallery which will integrate with the Plan.

## VISION AND GOALS

Based on what was heard from residents and park users through public engagement and outreach to date, as well as information collected through site visits and analysis, HBB drafted a vision statement and goals for the Plan (see Exhibit 2). The vision statement sets a long-term vision for how Aubrey Davis Park could be perceived and experienced by the public. The goals and objectives follow the same focus areas that were used as an organizing principle for the public forums: trails, active recreation, passive recreation, and arts and culture. Each of the goals and objectives capture the main overarching themes that surfaced during public forum discussions.

The vision statement and goals will be presented to the public at Open House #1 on February 7, where a larger audience can review and validate the direction, as well as offer comments before HBB begins developing design alternatives.

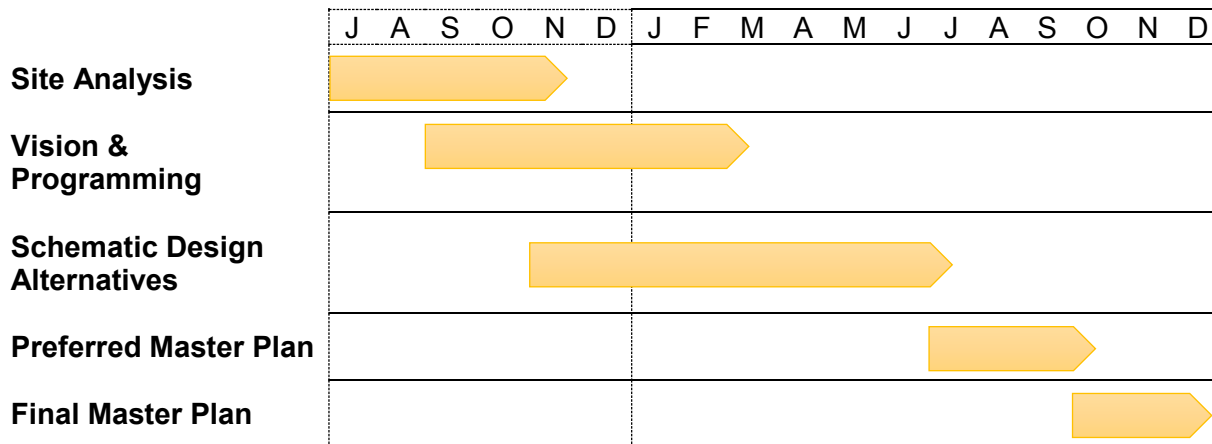
## OPEN HOUSE #1

The first open house will be on February 7, 2019, 6:00 to 8:00 pm at the Mercer Island Community and Event Center. Stations will facilitate multiple discussion topics in one large room to obtain feedback and comments from participants. Also, ongoing projects such as East Link light rail, North Mercer Interceptor, and the Commuter Parking & Mixed-Use Project will each have a station at the open house, so participants can learn about related projects and see how they all come together. Participants will have a chance to comment and provide feedback on identified opportunity areas and potential programmatic elements for Aubrey Davis Park which will be used to start developing Plan alternatives.

In addition to the physical open house, an online open house will be hosted on Let’s Talk Mercer Island to provide an opportunity for those who are not able to attend the event to leave feedback and comments. The online open house will be developed so that the materials presented and commented on are similar to the physical open house.

**TIMELINE**

The following is a general timeline anticipated for this master planning process:

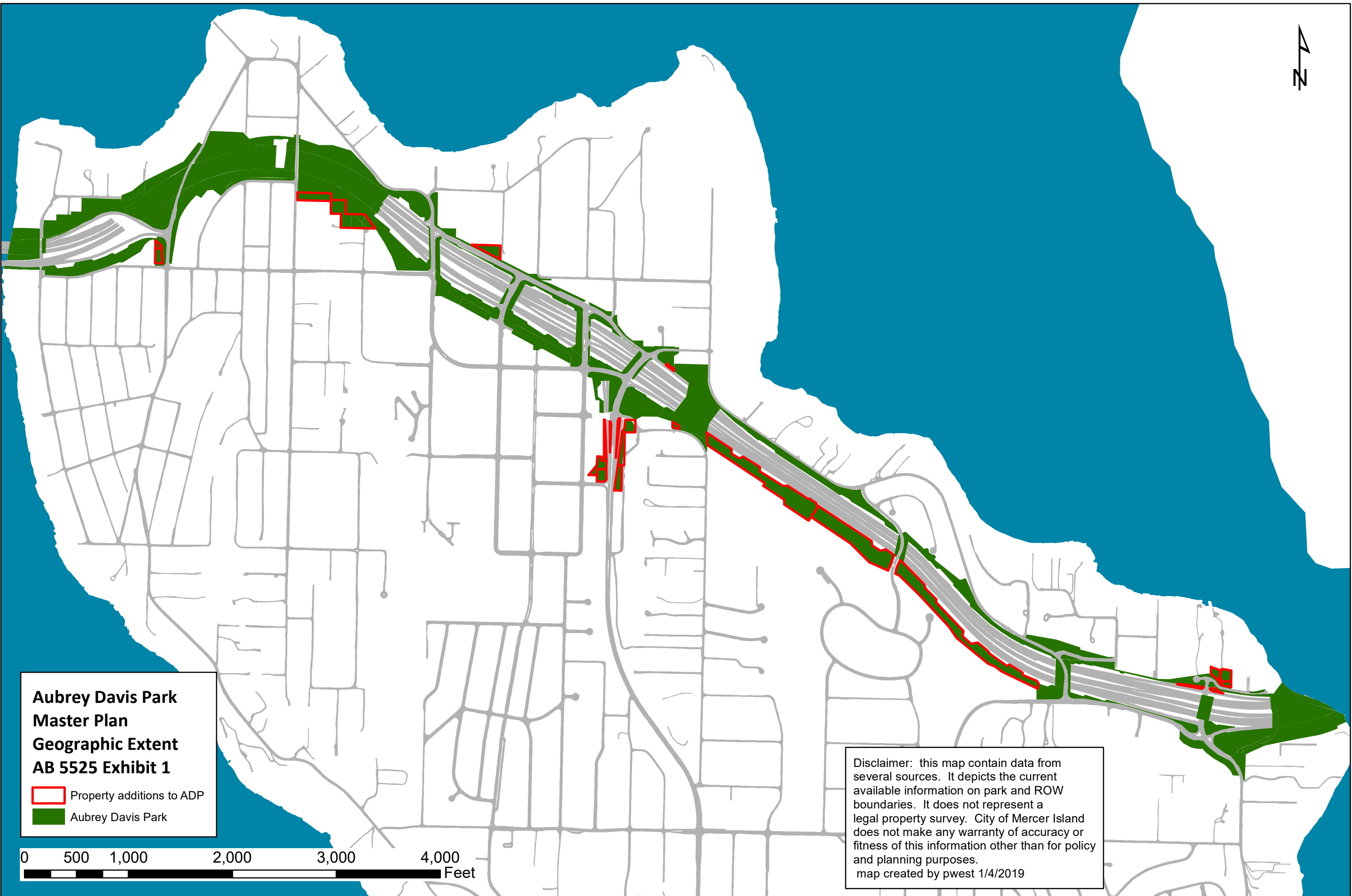


A second open house will be held in mid-spring to present schematic design alternatives. A third and final open house will be held in late summer or early fall to present the preferred alternatives and other draft master plan products. The City Council will be briefed before each of these engagement steps. A draft master plan will be presented to Council for first reading tentatively set for October 2019.


**RECOMMENDATION**


*Parks Operations Superintendent*

Discuss the master plan process and draft vision, and goals. Provide input to staff.



**Aubrey Davis Park  
Master Plan  
Geographic Extent  
AB 5525 Exhibit 1**

 Property additions to ADP

 Aubrey Davis Park

0 500 1,000 2,000 3,000 4,000 Feet

Disclaimer: this map contain data from several sources. It depicts the current available information on park and ROW boundaries. It does not represent a legal property survey. City of Mercer Island does not make any warranty of accuracy or fitness of this information other than for policy and planning purposes.  
map created by pwest 1/4/2019



# Aubrey Davis Park Master Plan

## VISION & GOALS DRAFT

Revised 12/21/18

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### Vision

Aubrey Davis Park should be a place that feels welcoming and accessible, retaining its open and natural character while creating space for a variety of activities and events – a place for everyone.

### Goals & Objectives

#### 1 Provide for a variety of uses and activities

- Retain and improve on existing uses.
- Appeal to all ages and abilities.
- Allow flexible space for events and informal activities.
- Create opportunities for year-round park use.

#### 2 Retain the natural park character

- Maintain a healthy canopy and forest edge along the park.
- Improve the understory with native and drought-tolerant plants for greater ecological diversity and wildlife attractants.
- Create and enhance public views into the park and to the lake or mountains beyond.
- Improve sight-lines and visibility into and within the park, creating a greater sense of safety and security for park users.

#### 3 Allow for a variety of trail experiences

- Maintain and improve the safety and user experience along the regional trail through the park.
- Create a separate pedestrian trail to segregate uses where possible.
- Improve trail connections to the park from adjacent neighborhoods.
- Create a wayfinding system within the park and to major destinations beyond.
- Develop a separate on-road bicycle route for fast, experienced riders to avoid conflicts with park users entirely.
- Improve accessibility and safety across all trails.

#### **4 Enhance arts and cultural heritage**

- Use art to enhance wayfinding experience throughout the park
- Educate park users on the history of places, people, or events related to the park or on the island in general
- Create opportunities for place making through public art
- Integrate visual, experiential, and performance art in the park
- Use public art to enhance existing park infrastructure (i.e., stacks, blank walls, railings, etc.)

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	195139 -196202	12/24/2018	\$ 733,184.48
			<b>\$ 733,184.48</b>



**Accounts Payable Report by GL Key**

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<i>Org Key: 814074 - Garnishments</i>				
	00196141	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	1,331.00
	00196142	CLERK OF COURT	PAYROLL EARLY WARRANTS	464.45
	00196192	UNITED STATES TREASURY	PAYROLL EARLY WARRANTS	151.04
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**Accounts Payable Report by GL Key**

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	00196181	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,408.78
<i>Org Key: 814085 - GET Program Deductions</i>				
	00196154	GET Washington	PAYROLL EARLY WARRANTS	100.00
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P0102060	00196189	SOUND PUBLISHING INC	Ntc: Ord. 18C-15 2264752	57.30
P0102060	00196189	SOUND PUBLISHING INC	Ntc: Ord. 18-16 2264192	57.30
P0102060	00196189	SOUND PUBLISHING INC	Ntc: Council Spc Mtgs 12/6 & 1	52.11
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**Accounts Payable Report by GL Key**

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	00196195	US BANK CORP PAYMENT SYS	AMERICAN PLANNING A	105.00
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<b>Org Key: DS1400 - Development Engineering</b>				
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**Accounts Payable Report by GL Key**

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<b>Org Key: FR4100 - Training</b>				
P0101928	00196187	SNYDER, BRIAN WADE	CBT Instructor	150.00
<b>Org Key: FR5100 - Community Risk Reduction</b>				
P0101774	00196170	LIFE TEK INC	CPR and First Aid Cards	676.06
P0101926	00196170	LIFE TEK INC	CPR Course Completion Cards	169.02
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	00196168	LEOFF HEALTH & WELFARE TRUST	DEC 2018 FIRE RETIREES	2,997.50
P0101953	00196184	SCHOENTRUP, WILLIAM	FRLEOFF1 Retiree Medical Expen	824.84
P0101961	00196171	LOISEAU, LERI M	LEOFF1 Retiree Medical Expense	232.03
<b>Org Key: GX9996 - Employee Benefits-Police</b>				
	00196169	LEOFF HEALTH & WELFARE TRUST	DEC 2018 POLICE	48,315.80
	00196169	LEOFF HEALTH & WELFARE TRUST	DEC 2018 POLICE SUPPORT	7,010.43
<b>Org Key: GX9997 - Employee Benefits-Fire</b>				
	00196168	LEOFF HEALTH & WELFARE TRUST	DEC 2018 FIRE ACTIVE	55,970.32
	00196168	LEOFF HEALTH & WELFARE TRUST	DEC 2018 BILLING ADJUSTMENTS	-3,022.59
<b>Org Key: IGBE01 - MI Pool Operation Subsidy</b>				
P0098084	00196175	MI SCHOOL DISTRICT #400	2018 Operational support for M	11,251.82
<b>Org Key: IS1100 - IGS Mapping</b>				
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0006	14.18
<b>Org Key: IS2100 - IGS Network Administration</b>				
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M03HI1FV1	1,952.50
	00196195	US BANK CORP PAYMENT SYS	MSFT * E04006UVH4	200.05
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M86Z317G2	148.35

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M820V8QF1	148.35
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M829X0961	127.52
	00196195	US BANK CORP PAYMENT SYS	RED LION INNS	108.69
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M00X14180	100.10
	00196195	US BANK CORP PAYMENT SYS	MONOPRICE, INC.	95.52
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M06LY3020	74.75
	00196195	US BANK CORP PAYMENT SYS	WEB*REGISTERWEBSITE	49.99
	00196195	US BANK CORP PAYMENT SYS	WSFERRIES-EDMONDS	49.35
	00196195	US BANK CORP PAYMENT SYS	AMAZON WEB SERVICES	23.00
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M82CK7R21	21.84
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M89U76HC1	18.68
	00196195	US BANK CORP PAYMENT SYS	WSFERRIES-KINGSTON	15.35
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M836I12G2	14.25
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M03701X42	10.75
<b>Org Key: MT2100 - Roadway Maintenance</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE DEC 2018	3,387.31
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	1,659.22
	00196195	US BANK CORP PAYMENT SYS	WSDA-PESTICIDE LICENSE	33.00
	00196157	HANSEN, TIMOTHY P	MILEAGE EXPENSE	12.64
	00196195	US BANK CORP PAYMENT SYS	WA AGR*SERVICE FEE	0.99
<b>Org Key: MT2300 - Planter Bed Maintenance</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	12.03
<b>Org Key: MT2500 - ROW Administration</b>				
	00196149	DRUSCHBA, JOHN F	MILEAGE EXPENSE	34.88
<b>Org Key: MT3150 - Water Quality Event</b>				
	00196194	UPS	SHIPPING CHARGES	319.63
<b>Org Key: MT3200 - Water Pumps</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	2,434.50
<b>Org Key: MT3300 - Water Associated Costs</b>				
P0101890	00196190	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	240.88
P0101924	00196190	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	226.18
	00196149	DRUSCHBA, JOHN F	MILEAGE EXPENSE	34.88
<b>Org Key: MT3500 - Sewer Pumps</b>				
	00196140	CENTURYLINK BUSINESS SERVICES	PHONE USE DEC 2018	3,667.39
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	2,325.30
<b>Org Key: MT3600 - Sewer Associated Costs</b>				
	00196195	US BANK CORP PAYMENT SYS	GRCC SPECIAL EVENTS EPAY	145.00
	00196195	US BANK CORP PAYMENT SYS	WSDA-PESTICIDE LICENSE	33.00
	00196195	US BANK CORP PAYMENT SYS	WA AGR*SERVICE FEE	0.99
<b>Org Key: MT3800 - Storm Drainage</b>				
	00196195	US BANK CORP PAYMENT SYS	HANNA INSTRUMENTS US	266.20
	00196195	US BANK CORP PAYMENT SYS	CHEMETRICS.COM	101.52
	00196195	US BANK CORP PAYMENT SYS	HACH COMPANY	40.46
<b>Org Key: MT4150 - Support Services - Clearing</b>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0098168	00196202	XEROX CORPORATION	2018 PW BASE AND METER COPY CH	451.54
	00196195	US BANK CORP PAYMENT SYS	MUNICIPAL RESEARCH AND SE	275.00
	00196195	US BANK CORP PAYMENT SYS	ZEEK'S PIZZA OF BELLEVUE	217.69
P0097864	00196152	EPSCA	MONTHLY RADIO ACCESS FEES 1 RA	25.25
	00196195	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	24.95
	00196195	US BANK CORP PAYMENT SYS	SAFEWAY #1600	10.62
	00196195	US BANK CORP PAYMENT SYS	RITE AID STORE - 5180	10.21
<i>Org Key: MT4200 - Building Services</i>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	7,248.20
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	2,621.02
	00196195	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	172.96
	00196195	US BANK CORP PAYMENT SYS	OWPSACSTATE	100.00
	00196195	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	56.10
	00196195	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	15.54
	00196195	US BANK CORP PAYMENT SYS	WALGREENS #3733	6.59
<i>Org Key: MT4300 - Fleet Services</i>				
P0101930	00196155	GOODYEAR TIRE & RUBBER CO, THE	TIRE INVENTORY	1,325.80
P0101865	00196190	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	133.07
P0101847	00196156	GRAINGER	MOWER TIRE	25.30
	00196195	US BANK CORP PAYMENT SYS	GOOD2GO-INTERNET	2.75
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
	00196162	KELLEY, CHRIS M	COMMERCIAL DRIVERS LICENSE	102.00
<i>Org Key: MT4501 - Water Administration</i>				
P0101962	00196186	SEATTLE, CITY OF	Nov 2018 Water Purchases	78,333.00
<i>Org Key: MT4502 - Sewer Administration</i>				
P0097859	00196164	KING COUNTY FINANCE	MONTHLY SEWER JAN-DEC 2018	390,949.02
<i>Org Key: MTBE01 - Maint of Medians &amp; Planters</i>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	1,038.46
<i>Org Key: PO1100 - Administration (PO)</i>				
	00196195	US BANK CORP PAYMENT SYS	CAMPBELLS LODGE	313.59
	00196195	US BANK CORP PAYMENT SYS	IN *KROESENS UNIFORM COMP	204.88
	00196195	US BANK CORP PAYMENT SYS	SHELL OIL 57425436102	34.00
	00196195	US BANK CORP PAYMENT SYS	Phone Case for Patrol Supervis	27.45
	00196195	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00196195	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00196195	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0097864	00196152	EPSCA	MONTHLY RADIO ACCESS FEES 13 R	328.25
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0097864	00196152	EPSCA	MONTHLY RADIO ACCESS FEES 56 R	1,414.00
<i>Org Key: PO1700 - Records and Property</i>				
	00196195	US BANK CORP PAYMENT SYS	WAPRO membership renewal	25.00
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101873	00196165	KING COUNTY FINANCE	DAJD Cities Maintenance Dues -	189.11
<i>Org Key: PO2100 - Patrol Division</i>				
	00196195	US BANK CORP PAYMENT SYS	ST LOUIS TAG CO INC	272.63
	00196195	US BANK CORP PAYMENT SYS	Flashlight for new officer	212.87
	00196195	US BANK CORP PAYMENT SYS	PBT Straws	83.45
	00196195	US BANK CORP PAYMENT SYS	Gloves for new patrol officer	73.61
	00196195	US BANK CORP PAYMENT SYS	Handcuffs for new officer	68.16
	00196195	US BANK CORP PAYMENT SYS	CHEVRON 0308073	55.70
	00196195	US BANK CORP PAYMENT SYS	RPNW - OFF STREET COT	12.00
	00196195	US BANK CORP PAYMENT SYS	RPNW - OFF STREET COT	-25.81
<i>Org Key: PO2350 - Bike Patrol</i>				
	00196195	US BANK CORP PAYMENT SYS	hearing/ear protection for ran	218.55
	00196195	US BANK CORP PAYMENT SYS	digital caliper tool	38.42
<i>Org Key: PO4100 - Firearms Training</i>				
	00196195	US BANK CORP PAYMENT SYS	rear sight replacements	475.79
	00196195	US BANK CORP PAYMENT SYS	replacement duty ammunition	413.78
	00196195	US BANK CORP PAYMENT SYS	replacement magazine pouches/s	224.49
	00196195	US BANK CORP PAYMENT SYS	shipping fee for exchange item	26.79
<i>Org Key: PO4300 - Police Training</i>				
	00196195	US BANK CORP PAYMENT SYS	registration fee for NWLS	295.00
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test	260.06
	00196195	US BANK CORP PAYMENT SYS	Registration fee for advanced	229.00
	00196195	US BANK CORP PAYMENT SYS	Lodging for Traffic Safety tra	169.39
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test E	107.31
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test	71.71
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test E	38.53
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test E	37.29
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test	29.66
	00196195	US BANK CORP PAYMENT SYS	Supplies for supervisor test	15.49
	00196195	US BANK CORP PAYMENT SYS	Parking for ADL Hate Crime Tra	15.00
	00196195	US BANK CORP PAYMENT SYS	Supplies for supervisor test	12.97
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test	11.94
	00196195	US BANK CORP PAYMENT SYS	Supplies for Supervisor Test	6.38
	00196195	US BANK CORP PAYMENT SYS	parking fee for Axon Training	6.00
<i>Org Key: PR1100 - Administration (PR)</i>				
	00196195	US BANK CORP PAYMENT SYS	Bench donation plaque	187.00
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M833P8611	178.58
	00196195	US BANK CORP PAYMENT SYS	P&R and YFS online marketing	55.00
	00196195	US BANK CORP PAYMENT SYS	Dept. online surveys	35.00
	00196195	US BANK CORP PAYMENT SYS	Library board gifts.	27.00
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M87YK2BX1	8.79
<i>Org Key: PR1500 - Urban Forest Management</i>				
	00196195	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	185.00
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	34.50
	00196195	US BANK CORP PAYMENT SYS	TRADER JOE'S #137 QPS	19.40
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	8.77

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	7.34
<i>Org Key: PR2100 - Recreation Programs</i>				
	00196195	US BANK CORP PAYMENT SYS	WRPA conference	190.00
	00196195	US BANK CORP PAYMENT SYS	PNO supplies	137.05
	00196195	US BANK CORP PAYMENT SYS	CHEVRON 0356816	99.61
	00196195	US BANK CORP PAYMENT SYS	SHELL OIL 57424192508	94.90
	00196195	US BANK CORP PAYMENT SYS	PNO supplies	10.96
	00196195	US BANK CORP PAYMENT SYS	PNO supplies	10.43
	00196195	US BANK CORP PAYMENT SYS	PNO supplies	8.79
<i>Org Key: PR2101 - Youth and Teen Camps</i>				
P0101913	00196148	DATAQUEST LLC	Background check	6.00
<i>Org Key: PR2104 - Special Events</i>				
	00196195	US BANK CORP PAYMENT SYS	Supplies for Argosy event	90.18
	00196195	US BANK CORP PAYMENT SYS	Supplies for Argosy Event	19.78
<i>Org Key: PR3500 - Senior Services</i>				
	00196195	US BANK CORP PAYMENT SYS	WOODLAND PARK ZOO EDUC	140.00
	00196195	US BANK CORP PAYMENT SYS	Senior Bus Cleaning	126.50
	00196200	WELLS, JACKIE	SENIOR SOCIAL SUPPLIES	81.91
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M07TV8MR2	72.42
	00196195	US BANK CORP PAYMENT SYS	TARGET.COM *	59.39
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	55.62
	00196195	US BANK CORP PAYMENT SYS	Thanksgiving Senior Lunch supp	44.54
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	40.63
	00196195	US BANK CORP PAYMENT SYS	Thanksgiving Senior lunch supp	30.94
	00196195	US BANK CORP PAYMENT SYS	SMART FOODSERVICE 551	29.19
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	24.92
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	22.98
	00196195	US BANK CORP PAYMENT SYS	GROCERY OUTLET OF S	22.20
	00196195	US BANK CORP PAYMENT SYS	Thanksgiving Senior Lunch supp	18.47
	00196195	US BANK CORP PAYMENT SYS	Senior Lunch and Conversation	16.85
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M07DH9MD0	12.60
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	8.58
	00196195	US BANK CORP PAYMENT SYS	RITE AID STORE - 5197	6.49
P0101913	00196148	DATAQUEST LLC	Background check	6.00
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	5.24
	00196195	US BANK CORP PAYMENT SYS	NEW SEASONS MARKET	3.99
<i>Org Key: PR4100 - Community Center</i>				
	00196182	PUGET SOUND ENERGY	ENERGY USE DEC 2018	4,491.05
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	779.71
	00196195	US BANK CORP PAYMENT SYS	SIGNAL PERFECTION LTD	763.53
	00196195	US BANK CORP PAYMENT SYS	DISCOUNTMUGS.COM	532.50
	00196195	US BANK CORP PAYMENT SYS	ETSY.COM	475.75
	00196195	US BANK CORP PAYMENT SYS	TRIUMPH EXPO EVENTS	376.81
P0101933	00196167	LEGEND DATA SYSTEMS INC	3 print ribbons for fitness ro	326.98
	00196195	US BANK CORP PAYMENT SYS	ERC WIPING PRODUCTS	317.27
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M06XV6GY2	202.92
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M88L41S92	173.24



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M89DC2W12	140.97
	00196195	US BANK CORP PAYMENT SYS	INCSTORES LLC	129.95
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M87TC5KF2	129.35
	00196195	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	109.96
	00196195	US BANK CORP PAYMENT SYS	GRAINGER	107.20
	00196195	US BANK CORP PAYMENT SYS	GRAINGER	96.61
	00196195	US BANK CORP PAYMENT SYS	THE WEBSTAURANT STORE	94.36
	00196195	US BANK CORP PAYMENT SYS	BLAISE PYROTECHNICS	93.98
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M05GJ5880	89.22
	00196195	US BANK CORP PAYMENT SYS	GRAYBAR ELECTRIC COMPANY	83.42
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M842F7200	79.96
	00196195	US BANK CORP PAYMENT SYS	ETSY.COM - PICTUREPERFECT	55.00
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M86RS3YC1	53.38
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M83TN6SE1	50.58
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M82G78Y62	45.90
	00196195	US BANK CORP PAYMENT SYS	HON ASI GUN HBF PAO MAX	40.59
	00196195	US BANK CORP PAYMENT SYS	NATIONAL RECREATION &	40.00
	00196195	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	37.84
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M80HY3Q52	25.27
	00196195	US BANK CORP PAYMENT SYS	KING CO SOLID WASTE	24.25
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M066518B1	18.79
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M86ZA5Q10	18.13
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M82K00W12	16.38
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	7.58
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M81MQ36B2	4.99
<b>Org Key: PR5400 - Gallery Program</b>				
	00196195	US BANK CORP PAYMENT SYS	Chamber of Commerce	-18.24
<b>Org Key: PR5700 - Special Programs</b>				
	00196195	US BANK CORP PAYMENT SYS	Supplies for arts & crafts at	43.93
<b>Org Key: PR6100 - Park Maintenance</b>				
P0101865	00196190	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	306.37
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	239.53
	00196182	PUGET SOUND ENERGY	ENERGY USE DEC 2018	171.18
	00196195	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	120.00
	00196185	SCHUMACHER, BEN	TESTING & LICENSE FEE/TRAIING	58.00
<b>Org Key: PR6500 - Luther Burbank Park Maint.</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	1,099.82
<b>Org Key: PR6600 - Park Maint-School Related</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	692.46
<b>Org Key: PR6700 - I90 Park Maintenance</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	355.29
<b>Org Key: PR6800 - Trails Maintenance</b>				
	00196195	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	185.00
<b>Org Key: PY4617 - Flex Spending Admin 2017</b>				
	00196151	ENS, LOGAN	FLEX SPEND REIMB	256.90

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196176	MORRIS, CLINTON E	FLEX SPEND REIMB	92.73
<i>Org Key: PY4618 - Flex Spending Admin 2018</i>				
	00196143	COLE, DONALD	FLEX SPEND REIMB	2,052.37
	00196144	COLLIER, BARRY	FLEX SPEND REIMB	1,990.62
	00196183	RIDDELL, SUZANNE	FLEX SPEND REIMB	1,000.00
	00196160	HOLMES, EDWARD J	FLEX SPEND REIMB	780.00
	00196158	HARB, SAM	FLEX SPEND REIMB	599.50
	00196173	LUND, MARK	FLEX SPEND REIMB	576.93
	00196139	BRITTON, AMBER J	FLEX SPEND REIMB	250.00
	00196147	CORDER, CHARLES	FLEX SPEND REIMB	220.00
	00196180	PHILEN, SUZANNE	FLEX SPEND REIMB	210.06
	00196159	HEITMAN, STEVE	FLEX SPEND REIMB	200.00
	00196178	PETERSEN, CHRIS	FLEX SPEND REIMB	192.31
	00196188	SOLOMON, MEARA	FLEX SPEND REIMB	192.31
	00196196	VAN GORP, ALISON	FLEX SPEND REIMB	192.31
	00196176	MORRIS, CLINTON E	FLEX SPEND REIMB	181.52
	00196172	LUM, KRISTINA	FLEX SPEND REIMB	137.82
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0101922	00196191	STOWE DEVELOPMENT & STRATEGIES	November 2018 Long-Term Parkin	12,584.70
<i>Org Key: WG107R - Luther Burbank Admin Bldg Rep</i>				
	00196195	US BANK CORP PAYMENT SYS	LOWES #00907*	70.40
	00196195	US BANK CORP PAYMENT SYS	LOWES #00907*	60.47
<i>Org Key: WG141E - MICEC Equipment Replacement</i>				
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M819T69X0	373.90
	00196195	US BANK CORP PAYMENT SYS	OFFICE DEPOT #1078	363.00
<i>Org Key: WP122R - Vegetation Management</i>				
	00196195	US BANK CORP PAYMENT SYS	FORESTRY SUPPLIERS INC	323.97
	00196195	US BANK CORP PAYMENT SYS	KING CONSERVATION DISTRIC	259.88
	00196153	FRAPPIER, KIMBERLY	WSU IPM TRAINING	120.00
<i>Org Key: WS511R - Sewer Special Catch Basins</i>				
P0101901	00196156	GRAINGER	RAINSUITS XXLG (12 PK)	106.74
<i>Org Key: WS713T - SCADA System Upgrade</i>				
P0102057	00196189	SOUND PUBLISHING INC	Ntc: RFP SCADA 10/3 & 10/10 22	77.78
<i>Org Key: WW717R - Main SE 22nd Street</i>				
P0102060	00196189	SOUND PUBLISHING INC	Ntc: SE 22nd St Pjct Bid 11/14	197.29
<i>Org Key: XP520R - Recreational Trail Connections</i>				
	00196195	US BANK CORP PAYMENT SYS	JOHNSON'S SPIRIT	43.97
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
	00196195	US BANK CORP PAYMENT SYS	ATLAS CONSTRUCTION SPECIA	329.31
	00196195	US BANK CORP PAYMENT SYS	ATLAS CONSTRUCTION SPECIA	136.41
<i>Org Key: YF1100 - YFS General Services</i>				
	00196195	US BANK CORP PAYMENT SYS	SQ *ISLAND BOOKS	330.78
P0097714	00196148	DATAQUEST LLC	Background checks for voluntee	139.50

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M04CH1491	108.90
	00196195	US BANK CORP PAYMENT SYS	AMZN MKTP US*M878U26E0	62.19
	00196195	US BANK CORP PAYMENT SYS	MCLENDON HARDW- RENTON	38.49
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M873W4YX2	31.41
	00196195	US BANK CORP PAYMENT SYS	T&L NURSERY, INC.	28.00
	00196195	US BANK CORP PAYMENT SYS	AMAZON.COM*M87E207A0	27.48
	00196195	US BANK CORP PAYMENT SYS	MYFONTS INC	15.75
	00196195	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
<b>Org Key: YF1200 - Thrift Shop</b>				
	00196182	PUGET SOUND ENERGY	ENERGY USE NOV 2018	595.11
	00196195	US BANK CORP PAYMENT SYS	NORTHWEST WHOLESALE FL	512.03
	00196195	US BANK CORP PAYMENT SYS	COSTCO *BUS DELIV 115	454.99
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0110	386.12
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	319.65
	00196195	US BANK CORP PAYMENT SYS	ULINE *SHIP SUPPLIES	262.56
	00196195	US BANK CORP PAYMENT SYS	Thrift Shop FB boost.	200.00
	00196195	US BANK CORP PAYMENT SYS	ULINE *SHIP SUPPLIES	150.04
	00196195	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	145.13
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	78.21
	00196195	US BANK CORP PAYMENT SYS	INSTOCKLABELS	68.95
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	65.73
	00196179	PETTY CASH FUND THRIFT SHOP	PETTY CASH REIMBURSEMENT	65.00
	00196195	US BANK CORP PAYMENT SYS	MOOD PANDORA	29.64
	00196179	PETTY CASH FUND THRIFT SHOP	PETTY CASH REIMBURSEMENT	19.89
	00196195	US BANK CORP PAYMENT SYS	SMART FOODSERVICE 551	12.11
	00196195	US BANK CORP PAYMENT SYS	USPS PO 5453060253	3.17
	00196179	PETTY CASH FUND THRIFT SHOP	PETTY CASH REIMBURSEMENT	1.42
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	-123.18
<b>Org Key: YF2300 - VOICE Program</b>				
	00196195	US BANK CORP PAYMENT SYS	IN *SHIFTBOARD INC.	264.00
	00196195	US BANK CORP PAYMENT SYS	HOLIDAY INN YAKIMA	210.84
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0106	184.32
	00196195	US BANK CORP PAYMENT SYS	COSTCO WHSE #0106	138.55
	00196195	US BANK CORP PAYMENT SYS	QFC #5839	18.65
<b>Org Key: YF2600 - Family Assistance</b>				
	00196195	US BANK CORP PAYMENT SYS	BHN*GIFTCARDS	2,227.50
	00196195	US BANK CORP PAYMENT SYS	RED LION HOTEL	624.33
	00196195	US BANK CORP PAYMENT SYS	RED LION HOTEL	267.57
	00196195	US BANK CORP PAYMENT SYS	ACT OLYMPICCASCADEAQUA	212.00
	00196195	US BANK CORP PAYMENT SYS	SHELL OIL 57424192508	100.00
	00196195	US BANK CORP PAYMENT SYS	NEIGHBORCARE BILLING	40.00
	00196195	US BANK CORP PAYMENT SYS	NEIGHBORCARE BILLING	40.00
<b>Org Key: YF2800 - Fed Drug Free Communities Gran</b>				
	00196195	US BANK CORP PAYMENT SYS	P&R and YFS online marketing	82.51
	00196195	US BANK CORP PAYMENT SYS	EIG*CONSTANTCONTACT.COM	8.00
<b>Total</b>				<b>733,184.48</b>

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196139	12/24/2018	BRITTON, AMBER J FLEX SPEND REIMB		21DEC18	12/21/2018	250.00
00196140	12/24/2018	CENTURYLINK BUSINESS SERVICES PHONE USE DEC 2018		1456587818	12/02/2018	3,667.39
00196141	12/24/2018	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	1,331.00
00196142	12/24/2018	CLERK OF COURT PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	464.45
00196143	12/24/2018	COLE, DONALD FLEX SPEND REIMB		21DEC18	12/21/2018	2,052.37
00196144	12/24/2018	COLLIER, BARRY FLEX SPEND REIMB		21DEC18	12/21/2018	1,990.62
00196145	12/24/2018	COMCAST FIRE STATION 92 FIBER CIRCUIT	P0097793	73256256	12/01/2018	1,266.37
00196146	12/24/2018	COMMERCIAL LANDSC SUPPLY INC INVENTORY PURCHASES	P0101896	204696	11/30/2018	168.95
00196147	12/24/2018	CORDER, CHARLES FLEX SPEND REIMB		21DEC18	12/21/2018	220.00
00196148	12/24/2018	DATAQUEST LLC Background checks for voluntee	P0101913	7298	11/30/2018	151.50
00196149	12/24/2018	DRUSCHBA, JOHN F MILEAGE EXPENSE		OH010967	12/09/2018	69.76
00196150	12/24/2018	DUNN LUMBER COMPANY INVENTORY PURCHASES	P0101906	6018612	12/03/2018	334.95
00196151	12/24/2018	ENS, LOGAN FLEX SPEND REIMB		21DEC18	12/21/2018	256.90
00196152	12/24/2018	EPSCA MONTHLY RADIO ACCESS FEES 44 R	P0097864	9526	12/03/2018	2,878.50
00196153	12/24/2018	FRAPPIER, KIMBERLY WSU IPM TRAINING		OH010966	12/10/2018	120.00
00196154	12/24/2018	GET Washington PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	100.00
00196155	12/24/2018	GOODYEAR TIRE & RUBBER CO, THE TIRE INVENTORY	P0101930	1951147325	11/30/2018	1,325.80
00196156	12/24/2018	GRAINGER RAINSUITS XXLG (12 PK)	P0101847	9018553165	11/29/2018	132.04
00196157	12/24/2018	HANSEN, TIMOTHY P MILEAGE EXPENSE		OH010964	12/09/2018	12.64
00196158	12/24/2018	HARB, SAM FLEX SPEND REIMB		21DEC18	12/21/2018	599.50
00196159	12/24/2018	HEITMAN, STEVE FLEX SPEND REIMB		21DEC18	12/21/2018	200.00
00196160	12/24/2018	HOLMES, EDWARD J FLEX SPEND REIMB		21DEC18	12/21/2018	780.00
00196161	12/24/2018	KC PET LICENSES KC PET LICENSE FEES COLLECTED	P0097862	OH010973	11/30/2018	30.00
00196162	12/24/2018	KELLEY, CHRIS M COMMERCIAL DRIVERS LICENSE		OH010969	12/17/2018	102.00
00196163	12/24/2018	KING CO PROSECUTING ATTORNEY COURT REMITTANCE KC CRIME VICT	P0097861	OH010974	11/30/2018	339.26
00196164	12/24/2018	KING COUNTY FINANCE MONTHLY SEWER JAN-DEC 2018	P0097859	30025731	12/01/2018	390,949.02

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196165	12/24/2018	KING COUNTY FINANCE DAJD Cities Maintenance Dues -	P0101873	3002189	11/14/2018	189.11
00196166	12/24/2018	LANGUAGE LINE SERVICES Language Line invoice #4451843	P0101940	4451843	11/30/2018	6.70
00196167	12/24/2018	LEGEND DATA SYSTEMS INC 3 print ribbons for fitness ro	P0101933	124517	12/06/2018	326.98
00196168	12/24/2018	LEOFF HEALTH & WELFARE TRUST DEC 2018 FIRE RETIREES		OH010985	12/24/2018	55,945.23
00196169	12/24/2018	LEOFF HEALTH & WELFARE TRUST DEC 2018 POLICE RETIREES		OH010982	12/24/2018	61,048.73
00196170	12/24/2018	LIFE TEK INC CPR and First Aid Cards	P0101926	182526/182999	09/27/2018	845.08
00196171	12/24/2018	LOISEAU, LERI M LEOFF1 Retiree Medical Expense	P0101961	OH010975	12/12/2018	232.03
00196172	12/24/2018	LUM, KRISTINA FLEX SPEND REIMB		21DEC18	12/21/2018	137.82
00196173	12/24/2018	LUND, MARK FLEX SPEND REIMB		21DEC18	12/21/2018	576.93
00196174	12/24/2018	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	315.00
00196175	12/24/2018	MI SCHOOL DISTRICT #400 2018 Operational support for M	P0098084	OH010950	12/01/2018	11,251.82
00196176	12/24/2018	MORRIS, CLINTON E FLEX SPEND REIMB		21DEC18	12/21/2018	274.25
00196177	12/24/2018	PEER CONSULTING LLC REFUND, BUSINESS LICENSE/B&O		OH010962	12/19/2018	7,569.76
00196178	12/24/2018	PETERSEN, CHRIS FLEX SPEND REIMB		21DEC18	12/21/2018	192.31
00196179	12/24/2018	PETTY CASH FUND THRIFT SHOP PETTY CASH REIMBURSEMENT		OH010970	12/12/2018	86.31
00196180	12/24/2018	PHILEN, SUZANNE FLEX SPEND REIMB		21DEC18	12/21/2018	210.06
00196181	12/24/2018	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	2,408.78
00196182	12/24/2018	PUGET SOUND ENERGY ENERGY USE DEC 2018		OH010972	11/21/2018	29,150.19
00196183	12/24/2018	RIDDELL, SUZANNE FLEX SPEND REIMB		21DEC18	12/21/2018	1,000.00
00196184	12/24/2018	SCHOENTRUP, WILLIAM FRLEOFF1 Retiree Medical Expen	P0101953	OH010978	12/11/2018	824.84
00196185	12/24/2018	SCHUMACHER, BEN TESTING & LICENSE FEE/TRAINING		OH010963	12/13/2018	58.00
00196186	12/24/2018	SEATTLE, CITY OF Nov 2018 Water Purchases	P0101962	OH010976	11/28/2018	78,333.00
00196187	12/24/2018	SNYDER, BRIAN WADE CBT Instructor	P0101928	OH010977	11/30/2018	150.00
00196188	12/24/2018	SOLOMON, MEARA FLEX SPEND REIMB		21DEC18	12/21/2018	192.31
00196189	12/24/2018	SOUND PUBLISHING INC Ntc: 11/7 Council Vacancy 2263	P0102060	7887816	11/30/2018	1,166.93
00196190	12/24/2018	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P0101924	421235	12/07/2018	906.50

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196191	12/24/2018	STOWE DEVELOPMENT & STRATEGIES November 2018 Long-Term Parkin	P0101922	MI018	12/01/2018	12,584.70
00196192	12/24/2018	UNITED STATES TREASURY PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	151.04
00196193	12/24/2018	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	100.00
00196194	12/24/2018	UPS SHIPPING CHARGES		0000T6781T498	12/08/2018	319.63
00196195	12/24/2018	US BANK CORP PAYMENT SYS AMZN MKTP US*M86DK6YU0		5539NOVEMBER2018	12/06/2018	35,213.83
00196196	12/24/2018	VAN GORP, ALISON FLEX SPEND REIMB		21DEC18	12/21/2018	192.31
00196197	12/24/2018	VERIZON WIRELESS MDC Charges/Fire	P0101925	9818956361	11/23/2018	929.77
00196198	12/24/2018	WA ST TREASURER'S OFFICE Newcastle Court Transmittal	P0101969	OH010979	11/30/2018	6,184.79
00196199	12/24/2018	WA ST TREASURER'S OFFICE MI Court Transmittal	P0101970	OH010980	11/30/2018	11,281.23
00196200	12/24/2018	WELLS, JACKIE SENIOR SOCIAL SUPPLIES		OH010965	12/06/2018	81.91
00196201	12/24/2018	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		21DEC2018	12/21/2018	2,502.04
00196202	12/24/2018	XEROX CORPORATION 2018 PW BASE AND METER COPY CH	P0098168	095353818/819	12/01/2018	451.54
					Total	<u>733,184.48</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	195203 -196308	12/27/2018	\$ 233,185.95
			<b>\$ 233,185.95</b>

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0101957	00196245	JEWISH WOMEN'S RENAISSANCE PRJ	Rental FA-2039 completed. Retu	400.00
P0101986	00196253	LITTLE PEOPLE OF AMERICA	Rental FA-0434 completed. Retu	400.00
P0101956	00196295	VARGHESE, EMILY	Rental FA-0522 completed. Retu	400.00
P0101958	00196297	WA BUSINESS ALLIANCE FUND	Rental FA-1977 completed. Adde	350.00
P0101955	00196265	NARCOTICS ANONYMOUS	Rental FA-0267 completed. Retu	150.00
P0101985	00196218	CHEN, VERA	Rental FA-2115 completed. Retu	50.00
P0101975	00196244	IIBA SEATTLE CHAPTER	Rental FA-2035 completed. Retu	50.00
P0101973	00196274	PUGET SOUND PROJECT MGMT	Rental FA-1322 completed. Retu	50.00
P0101974	00196289	STARBUCKS COFFEE COMPANY	Rental FA-1650 completed. Chec	33.75
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0102026	00196229	FEI PORTLAND WATERWORKS #3011	INVENTORY PURCHASES	4,630.23
P0101963	00196302	WALTER E NELSON CO	INVENTORY PURCHASES	1,080.79
P0101945	00196236	GRAINGER	INVENTORY PURCHASES	420.76
P0101960	00196228	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	310.97
P0102048	00196236	GRAINGER	INVENTORY PURCHASES	124.61
<i>Org Key: CA1100 - Administration (CA)</i>				
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	12.32
<i>Org Key: CA1200 - Prosecution &amp; Criminal Mngmnt</i>				
P0102003	00196262	MOBERLY AND ROBERTS	Professional Services - Invoice	6,150.00
P0102019	00196243	HONEYWELL, MATTHEW V	Professional Services - Invoice	1,000.00
P0102002	00196243	HONEYWELL, MATTHEW V	Professional Services - Invoice	600.00
P0102004	00196235	GOODSON, DAVID M	Professional Services - Confli	500.00
P0102005	00196257	MARTEN LAW	Professional Services - Invoice	40.14
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
	00196287	SEGLE, KRYSS	MILEAGE EXPENSE	311.63
	00196287	SEGLE, KRYSS	PFML SUBMIT FEE	250.00
<i>Org Key: DS1100 - Administration (DS)</i>				
P0101920	00196209	ASTRAL COMMUNICATIONS INC	Modem for DSG Inspections Vehi	1,518.00
	00196233	GARDNER, BRENT	WORK BOOTS	188.00
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	64.39
	00196294	UPS	SHIPPING FEE	9.22
<i>Org Key: FN1100 - Administration (FN)</i>				
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	242.96
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0101989	00196229	FEI PORTLAND WATERWORKS #3011	SERVICE CHARGE FOR NOVEMBER	20.89
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0101987	00196247	KC RECORDER	SEWERAGE LIEN NOTICES	148.00
P0101989	00196229	FEI PORTLAND WATERWORKS #3011	SERVICE CHARGE FOR NOVEMBER	20.89
<i>Org Key: FR1100 - Administration (FR)</i>				
P0102007	00196279	RICOH USA INC (FIRE)	Copier Rental/Fire	320.87
P0101927	00196278	RICOH USA INC	Cost Per Copy/Fire	120.72
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0101708	00196205	AIRGAS USA LLC	Oxygen/Fire	227.90



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	834.25
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	571.26
	00196223	DEPT OF ENTERPRISES SERVICES	PRINTING REG ENVELOPES	167.93
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	15.18
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
P0102075	00196220	COOPER, ROBERT	FRLEOFF1 Medical Expenses	1,407.65
	00196242	HILTNER, PETER	LEOFF1 Medicare Reimb	556.00
	00196304	WHEELER, DENNIS	LEOFF1 Medicare Reimb	314.10
	00196288	SMITH, RICHARD	LEOFF1 Medicare Reimb	223.10
	00196211	BARNES, WILLIAM	LEOFF1 Medicare Reimb	211.50
	00196222	DEEDS, EDWARD G	LEOFF1 Medicare Reimb	211.50
P0102051	00196222	DEEDS, EDWARD G	LEOFF1 Retiree Medical Expense	210.78
	00196234	GOODMAN, J C	LEOFF1 Medicare Reimb	190.20
	00196231	FORSMAN, LOWELL	LEOFF1 Medicare Reimb	187.50
P0102053	00196212	BOOTH, GLENDON D	LEOFF1 Retiree Medical Expense	185.23
P0102050	00196288	SMITH, RICHARD	LEOFF1 Retiree Medical Expense	183.18
	00196204	ADAMS, RONALD E	LEOFF1 Medicare Reimb	169.30
	00196210	AUGUSTSON, THOR	LEOFF1 Medicare Reimb	168.00
	00196224	DEVENY, JAN P	LEOFF1 Medicare Reimb	168.00
P0102052	00196264	MYERS, JAMES S	LEOFF1 Retiree Medical Expense	167.34
	00196250	KUHN, DAVID	LEOFF1 Medicare Reimb	166.60
	00196226	ELSOE, RONALD	LEOFF1 Medicare Reimb	166.50
	00196213	CALLAGHAN, MICHAEL	LEOFF1 Medicare Reimb	164.40
	00196301	WALLACE, THOMAS	LEOFF1 Medicare Reimb	164.40
	00196284	SCHOENTRUP, WILLIAM	LEOFF1 Medicare Reimb	162.50
	00196254	LOISEAU, LERI M	LEOFF1 Medicare Reimb	162.10
	00196282	RUCKER, MANORD J	LEOFF1 Medicare Reimb	162.10
	00196246	JOHNSON, CURTIS	LEOFF1 Medicare Reimb	159.60
	00196225	DOWD, PAUL	LEOFF1 Medicare Reimb	159.40
	00196252	LEOPOLD, FREDERIC	LEOFF1 Medicare Reimb	156.60
	00196203	ABBOTT, RICHARD	LEOFF1 Medicare Reimb	151.60
	00196238	HAGSTROM, JAMES	LEOFF1 Medicare Reimb	146.60
	00196303	WEGNER, KEN	LEOFF1 Medicare Reimb	146.60
	00196276	RAMSAY, JON	LEOFF1 Medicare Reimb	136.20
	00196212	BOOTH, GLENDON D	LEOFF1 Medicare Reimb	135.30
	00196264	MYERS, JAMES S	LEOFF1 Medicare Reimb	135.30
	00196256	LYONS, STEVEN	LEOFF1 Medicare Reimb	128.40
	00196291	THOMPSON, JAMES	LEOFF1 Medicare Reimb	123.30
	00196271	PROVOST, ALAN	LEOFF1 Medicare Reimb	28.70
<i>Org Key: GGM606 - Excess Retirement-Fire</i>				
	00196211	BARNES, WILLIAM	LEOFF1 Excess Benefit	1,604.31
	00196220	COOPER, ROBERT	LEOFF1 Excess Benefit	1,566.16
	00196271	PROVOST, ALAN	LEOFF1 Excess Benefit	1,449.36
	00196246	JOHNSON, CURTIS	LEOFF1 Excess Benefit	837.28
	00196284	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	824.19
	00196276	RAMSAY, JON	LEOFF1 Excess Benefit	448.41
<i>Org Key: IS2100 - IGS Network Administration</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101135	00196206	ALIENVAULT INC	Training and Annual Subscripti	6,505.88
P0098792	00196249	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,122.00
P0101135	00196206	ALIENVAULT INC	Training and Annual Subscripti	1,071.17
P0101757	00196215	CDW GOVERNMENT INC	Meraki MDC Additional 14 lice	372.37
P0101990	00196306	WIMACTEL INC	PAY PHONE POLICE LOBBY	60.50
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	6,600.00
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	474.33
<i>Org Key: MT3100 - Water Distribution</i>				
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,475.57
P0102021	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	670.00
<i>Org Key: MT3200 - Water Pumps</i>				
	00196216	CENTURYLINK	PHONE USE DEC 2018	59.69
<i>Org Key: MT3400 - Sewer Collection</i>				
P0102021	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,746.37
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	702.64
<i>Org Key: MT3800 - Storm Drainage</i>				
P0102061	00196293	UNITED RENTALS NORTH AMERICA	MINI EXCAVATOR RENTAL	2,741.83
P0102021	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	670.00
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	70.27
<i>Org Key: MT4200 - Building Services</i>				
P0101967	00196268	PACIFIC AIR CONTROL INC	REPAIR/REPLACE HP13	11,216.70
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	7,331.90
P0102018	00196275	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE CITY BLDGS	5,126.11
P0101950	00196263	MORRIS-HANSEN ENT INC	CLEAN WINDOWS & GUTTERS CITY H	1,424.85
P0101964	00196263	MORRIS-HANSEN ENT INC	FS92 CLEAN WINDOWS & GUTTERS	963.00
P0102076	00196292	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINTENCE	866.02
P0101965	00196255	LONG BUILDING TECHNOLOGIES INC	FS92 HVAC SOFTWARE PROGRAM REP	814.05
P0101966	00196251	LAKESIDE DOORS INC	REPAIR MECHANIC SHOP DOOR MAIN	579.98
P0101995	00196299	WA ST DEPT OF LABOR & INDUST	CITY BLDG BOILER PERMITS	246.40
P0101991	00196230	FIRE PROTECTION INC	WAREHOUSE SECURITY ALARM	227.66
P0101996	00196299	WA ST DEPT OF LABOR & INDUST	CITY HALL BOILER LICENSE	112.00
P0101993	00196230	FIRE PROTECTION INC	MONITORING CITY BLDGS	84.75
<i>Org Key: MT4300 - Fleet Services</i>				
P88915	00196248	KIA MOTORS FINANCE	6 MONTH LEASE EXTENSION	263.96
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
P0101959	00196305	WHISTLE WORKWEAR	MISC. WORK CLOTHES	188.25
<i>Org Key: MT4501 - Water Administration</i>				
P0101993	00196230	FIRE PROTECTION INC	MONITORING CITY BLDGS	84.75
<i>Org Key: MTBE01 - Maint of Medians &amp; Planters</i>				
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	87.84
<i>Org Key: PO1100 - Administration (PO)</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102034	00196296	VERIZON WIRELESS	Cell Service for PD - Invoice	1,291.74
<i>Org Key: PO1350 - Police Emergency Management</i>				
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	396.68
<i>Org Key: PO1700 - Records and Property</i>				
P0102033	00196308	XEROX CORPORATION	PD Records Copier - Invoice #	207.95
P0102087	00196258	MATZKE, NORMAN	Polygraph examination for Reco	150.00
P0102074	00196223	DEPT OF ENTERPRISES SERVICES	New Property and Safekeeping f	117.01
<i>Org Key: PO2200 - Marine Patrol</i>				
	00196241	HERZOG, DAVID	LICENSE FEE	145.00
	00196285	SCHUMACHER, CHAD C	LICENSE FEE	145.00
	00196285	SCHUMACHER, CHAD C	PARKING	36.00
<i>Org Key: PO2201 - Dive Team</i>				
P0102077	00196267	OCCUPATIONAL HEALTH CTRS OF WA	Dive Physical - Ofc. Schroeder	394.00
<i>Org Key: PO2350 - Bike Patrol</i>				
P0102062	00196283	SAN DIEGO POLICE	Training Sim's - Invoice # 635	397.88
<i>Org Key: PR1100 - Administration (PR)</i>				
P0102073	00196300	WA ST DEPT OF TRANS/T2	AA-1-10221 Annual Lease	3,987.97
P0102073	00196300	WA ST DEPT OF TRANS/T2	AA-1-10265 Annual Lease	2,004.30
P0097792	00196308	XEROX CORPORATION	Lease and print/copy charges f	293.02
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	156.35
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	99.26
P0097711	00196221	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	87.06
P0101983	00196260	MI HARDWARE - P&R	P&R - misc supplies	18.80
<i>Org Key: PR1500 - Urban Forest Management</i>				
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	3,549.99
<i>Org Key: PR2100 - Recreation Programs</i>				
P0101981	00196227	EMERALD BALLET THEATRE	Instructor fees -Inv # MIPR180	1,732.50
P0101981	00196227	EMERALD BALLET THEATRE	Instructor payment #3301	714.00
P0101998	00196239	HAKOMORI, MITSUKO	Instructor fees - course #3103	253.26
P0101982	00196208	ARTLANDER LLC	Instructor fees - invoice 1065	190.40
<i>Org Key: PR3500 - Senior Services</i>				
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	74.65
<i>Org Key: PR4100 - Community Center</i>				
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	4,695.14
P0102018	00196275	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE CITY BLDGS	2,496.77
P0101951	00196263	MORRIS-HANSEN ENT INC	WINDOW WASHING	1,167.00
P0102076	00196292	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINTENCE	866.02
P0101972	00196236	GRAINGER	6 MVP Metering Retrofit Kit	430.39
P0101992	00196230	FIRE PROTECTION INC	REPAIR ANNEX WET SYSTEM	382.63
P0097878	00196307	XEROX CORPORATION	2018 Lease charges for MICEC C	267.20
P0101983	00196260	MI HARDWARE - P&R	MICEC -Misc supplies	239.44
P0101997	00196263	MORRIS-HANSEN ENT INC	CLEAN GUTTERS & DOWNSPOUTS	234.30
P0097878	00196307	XEROX CORPORATION	Use charge 10-21-18 to 11-21-1	172.03
P0101995	00196299	WA ST DEPT OF LABOR & INDUST	CITY BLDG BOILER PERMITS	156.80

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196219	COMPLETE OFFICE	OFFICE SUPPLIES NOV 2018	63.24
P0102025	00196259	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	49.06
P0101954	00196277	REPUBLIC SERVICES #172	pickup service 11/1/18-11/30/1	33.64
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	32.99
<i>Org Key: PR6100 - Park Maintenance</i>				
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	6,958.32
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	189.60
P0102025	00196259	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	68.06
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	126.38
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P0102018	00196275	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE CITY BLDGS	2,151.25
P0102000	00196263	MORRIS-HANSEN ENT INC	WINDOW WASHING CLEAN GUTTERS	577.70
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	141.64
P0101994	00196263	MORRIS-HANSEN ENT INC	WINDOW WASHING CARETAKERS	126.00
P0102025	00196259	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	131.46
P0101993	00196230	FIRE PROTECTION INC	MONITORING CITY BLDGS	84.75
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	141.64
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	27.12
<i>Org Key: PR6800 - Trails Maintenance</i>				
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	733.33
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	20.00
<i>Org Key: ST0020 - ST Long Term Parking</i>				
	00196269	PARKWAY CENTER MANAGEMENT GRP	DECEMBER 19-31, 2018 PRORATED	7,100.00
	00196269	PARKWAY CENTER MANAGEMENT GRP	DECEMBER 19-31, 2018 PRORATED	2,977.42
P0102064	00196257	MARTEN LAW	Professional Services - ST Lon	2,600.35
<i>Org Key: WG101R - City Hall Building Repairs</i>				
P0102022	00196270	PATANO STUDIO ARCHITECTURE	CITY HALL RESTROOM DESIGN	21,770.00
P0101999	00196290	SUPPRESSION SYSTEMS INC	CITY HALL FIRE ALARM UPGRADE P	14,316.00
<i>Org Key: WG102R - Maintenance Building Repairs</i>				
P0100281	00196232	GARDEN CYCLES	CITY SHOP RESTORATION PH II	20,000.00
P0100753	00196207	ALL AROUND FENCE CO	RETAINAGE	2,771.11
<i>Org Key: WP122P - Open Space - Pioneer/Engstrom</i>				
P0098275	00196281	ROOT CAUSE LLC	Pioneer Park Vegetation Work 2	13,237.35
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	645.83
<i>Org Key: WP122R - Vegetation Management</i>				
P0100829	00196280	RON'S STUMP REMOVAL &	MI Summer 2018 tree work	3,899.99
P0101979	00196298	WA ST DEPT OF AGRICULTURE	Pesticide license renewal	33.00
P0101983	00196260	MI HARDWARE - P&R	Nat res - misc supplies	24.75
P0101980	00196296	VERIZON WIRELESS	P&R monthly wireless cell phon	20.01
<i>Org Key: WS511R - Sewer Special Catch Basins</i>				
P0102044	00196217	CESSCO	ICS POWER PACK RENTAL FOR NOVE	1,633.50

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102044	00196217	CESSCO	RING SAW PARTS	317.88
<i>Org Key: WW521C - Water Components Replacement</i>				
P0101952	00196236	GRAINGER	HOT BOX HEATED	1,111.87
P0101952	00196236	GRAINGER	2" CHECK VALVE	54.85
<i>Org Key: WW535C - Air Vacs Phase III</i>				
P0101789	00196237	H D FOWLER	2) 1" AIR VACS & 3) 2" AIR VAC	3,355.73
P0101783	00196237	H D FOWLER	REPAIR BAND & SADDLES	1,293.22
P0101783	00196237	H D FOWLER	CREDIT- MATERIAL NOT SHIPPED	-89.52
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
P0095040	00196214	CARDINAL ARCHITECTURE PC	LBP Boiler Building Drainage &	577.00
P0102063	00196266	NATIONAL CONST RENTALS INC	6' FENCE PANELS RENTAL FOR 550	544.10
P0101783	00196237	H D FOWLER	CREDIT- RETURNED DRAINAGE FABR	-426.20
<i>Org Key: YF1100 - YFS General Services</i>				
P0097792	00196308	XEROX CORPORATION	Lease and print/copy charges f	343.84
	00196240	HARNISH, CHRISTOPHER JAMES	LICENSE RENEWAL	340.00
P0097711	00196221	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	87.05
<i>Org Key: YF1200 - Thrift Shop</i>				
P0102018	00196275	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICE CITY BLDGS	2,184.74
P0102020	00196286	SEATTLE TIMES, THE	Thrift Shop Advertising (10/12	1,472.00
P0102076	00196292	THYSSENKRUPP ELEVATOR CORP	ELEVATOR MAINTENCE	866.02
P0101978	00196261	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	616.57
<i>Org Key: YF2600 - Family Assistance</i>				
P0097804	00196273	PUGET SOUND ENERGY	Utility Assistance for Emergen	375.22
P0097804	00196272	PUGET SOUND ENERGY	Utility Assistance for Emergen	139.76
Total				233,185.95

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00196203	12/27/2018	ABBOTT, RICHARD LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	151.60
00196204	12/27/2018	ADAMS, RONALD E LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	169.30
00196205	12/27/2018	AIRGAS USA LLC Oxygen/Fire	P0101708	9957484682/90822	10/31/2018	227.90
00196206	12/27/2018	ALIENVAULT INC Training and Annual Subscripti	P0101135	1121049471	09/28/2018	7,577.05
00196207	12/27/2018	ALL AROUND FENCE CO RETAINAGE	P0100753	RETAINAGE	12/13/2018	2,771.11
00196208	12/27/2018	ARTLANDER LLC Instructor fees - invoice 1065	P0101982	1065	12/07/2018	190.40
00196209	12/27/2018	ASTRAL COMMUNICATIONS INC Modem for DSG Inspections Vehi	P0101920	173627	12/07/2018	1,518.00
00196210	12/27/2018	AUGUSTSON, THOR LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	168.00
00196211	12/27/2018	BARNES, WILLIAM LEOFF1 Medicare Reimb		JAN2019A	12/26/2018	1,815.81
00196212	12/27/2018	BOOTH, GLENDON D LEOFF1 Retiree Medical Expense		JAN2019B	12/26/2018	320.53
00196213	12/27/2018	CALLAGHAN, MICHAEL LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	164.40
00196214	12/27/2018	CARDINAL ARCHITECTURE PC LBP Boiler Building Drainage &	P0095040	7	11/30/2018	577.00
00196215	12/27/2018	CDW GOVERNMENT INC Meraki MDC Additional 14 lice	P0101757	QFF1987	11/29/2018	372.37
00196216	12/27/2018	CENTURYLINK PHONE USE DEC 2018		OH010999	12/16/2018	59.69
00196217	12/27/2018	CESSCO RING SAW PARTS	P0102044	9850/9849/013543	11/28/2018	1,951.38
00196218	12/27/2018	CHEN, VERA Rental FA-2115 completed. Retu	P0101985	FA2115	12/13/2018	50.00
00196219	12/27/2018	COMPLETE OFFICE OFFICE SUPPLIES NOV 2018		OH011007	11/30/2018	2,356.63
00196220	12/27/2018	COOPER, ROBERT FRLEOFF1 Medical Expenses		JAN2019A	12/26/2018	2,973.81
00196221	12/27/2018	CRYSTAL AND SIERRA SPRINGS Monthly water service for LB B	P0097711	5277493120118	12/01/2018	174.11
00196222	12/27/2018	DEEDS, EDWARD G LEOFF1 Retiree Medical Expense		JAN2019B	12/26/2018	422.28
00196223	12/27/2018	DEPT OF ENTERPRISES SERVICES New Property and Safekeeping f		73182669	12/11/2018	284.94
00196224	12/27/2018	DEVENY, JAN P LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	168.00
00196225	12/27/2018	DOWD, PAUL LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	159.40
00196226	12/27/2018	ELSOE, RONALD LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	166.50
00196227	12/27/2018	EMERALD BALLET THEATRE Instructor payment #3301	P0101981	3301/MIPR1802	12/13/2018	2,446.50
00196228	12/27/2018	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0101960	100218	12/11/2018	310.97

**Accounts Payable Report by Check Number**

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00196229	12/27/2018	FEI PORTLAND WATERWORKS #3011 INVENTORY PURCHASES	P0101989	SC39312	11/30/2018	4,672.01
00196230	12/27/2018	FIRE PROTECTION INC WAREHOUSE SECURITY ALARM REPAI	P0101993	47813	12/03/2018	864.54
00196231	12/27/2018	FORSMAN, LOWELL LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	187.50
00196232	12/27/2018	GARDEN CYCLES CITY SHOP RESTORATION PH II	P0100281	1192	11/20/2018	20,000.00
00196233	12/27/2018	GARDNER, BRENT WORK BOOTS		OH011003	12/26/2018	188.00
00196234	12/27/2018	GOODMAN, J C LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	190.20
00196235	12/27/2018	GOODSON, DAVID M Professional Services - Confli	P0102004	20181009B	12/02/2018	500.00
00196236	12/27/2018	GRAINGER INVENTORY PURCHASES	P0101952	9022671409	12/04/2018	2,142.48
00196237	12/27/2018	H D FOWLER REPAIR BAND & SADDLES	P0101789	I5027836	12/03/2018	4,133.23
00196238	12/27/2018	HAGSTROM, JAMES LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	146.60
00196239	12/27/2018	HAKOMORI, MITSUKO Instructor fees - course #3103	P0101998	3103	12/13/2018	253.26
00196240	12/27/2018	HARNISH, CHRISTOPHER JAMES LICENSE RENEWAL		OH011001	12/19/2018	340.00
00196241	12/27/2018	HERZOG, DAVID LICENSE FEE		OH011005	12/12/2018	145.00
00196242	12/27/2018	HILTNER, PETER LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	556.00
00196243	12/27/2018	HONEYWELL, MATTHEW V Professional Services - Invoic	P0102019	1072	12/11/2018	1,600.00
00196244	12/27/2018	IIBA SEATTLE CHAPTER Rental FA-2035 completed. Retu	P0101975	FA2035	12/12/2018	50.00
00196245	12/27/2018	JEWISH WOMEN'S RENAISSANCE PRJ Rental FA-2039 completed. Retu	P0101957	FA2039	12/12/2018	400.00
00196246	12/27/2018	JOHNSON, CURTIS LEOFF1 Medicare Reimb		JAN2019A	12/26/2018	996.88
00196247	12/27/2018	KC RECORDER SEWERAGE LIEN NOTICES	P0101987	OH010987	12/13/2018	148.00
00196248	12/27/2018	KIA MOTORS FINANCE 6 MONTH LEASE EXTENSION	P88915	OH010988	12/14/2018	263.96
00196249	12/27/2018	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P0098792	11007553	11/30/2018	1,122.00
00196250	12/27/2018	KUHN, DAVID LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	166.60
00196251	12/27/2018	LAKESIDE DOORS INC REPAIR MECHANIC SHOP DOOR MAIN	P0101966	8305	12/07/2018	579.98
00196252	12/27/2018	LEOPOLD, FREDERIC LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	156.60
00196253	12/27/2018	LITTLE PEOPLE OF AMERICA Rental FA-0434 completed. Retu	P0101986	FA0434	12/13/2018	400.00
00196254	12/27/2018	LOISEAU, LERI M LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	162.10

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00196255	12/27/2018	LONG BUILDING TECHNOLOGIES INC FS92 HVAC SOFTWARE PROGRAM REP	P0101965	SRVCE0094260	11/27/2018	814.05
00196256	12/27/2018	LYONS, STEVEN LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	128.40
00196257	12/27/2018	MARTEN LAW Professional Services - Invoic	P0102064	44087967	12/03/2018	2,640.49
00196258	12/27/2018	MATZKE, NORMAN Polygraph examination for Reco	P0102087	OH011012	12/19/2018	150.00
00196259	12/27/2018	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0102025	OH011013	11/30/2018	248.58
00196260	12/27/2018	MI HARDWARE - P&R P&R - misc supplies	P0101983	OH011009	11/30/2018	282.99
00196261	12/27/2018	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P0101978	OH010989	12/13/2018	18,540.63
00196262	12/27/2018	MOBERLY AND ROBERTS Professional Services - Invoic	P0102003	788	12/01/2018	6,150.00
00196263	12/27/2018	MORRIS-HANSEN ENT INC FS92 CLEAN WINDOWS & GUTTERS	P0102000	57400	12/06/2018	4,492.85
00196264	12/27/2018	MYERS, JAMES S LEOFF1 Retiree Medical Expense		JAN2019B	12/26/2018	302.64
00196265	12/27/2018	NARCOTICS ANONYMOUS Rental FA-0267 completed. Retu	P0101955	FA0267	12/12/2018	150.00
00196266	12/27/2018	NATIONAL CONST RENTALS INC 6' FENCE PANELS RENTAL FOR 550	P0102063	5229778	12/10/2018	544.10
00196267	12/27/2018	OCCUPATIONAL HEALTH CTRS OF WA Dive Physical - Ofc. Schroeder	P0102077	63519563	11/28/2018	394.00
00196268	12/27/2018	PACIFIC AIR CONTROL INC REPAIR/REPLACE HP13	P0101967	16610	11/30/2018	11,216.70
00196269	12/27/2018	PARKWAY CENTER MANAGEMENT GRP DECEMBER 19-31, 2018 PRORATED		OH011008	12/27/2018	10,077.42
00196270	12/27/2018	PATANO STUDIO ARCHITECTURE CITY HALL RESTROOM DESIGN	P0102022	1450	12/05/2018	21,770.00
00196271	12/27/2018	PROVOST, ALAN LEOFF1 Medicare Reimb		JAN2019A	12/26/2018	1,478.06
00196272	12/27/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010994	12/17/2018	139.76
00196273	12/27/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010995	12/17/2018	375.22
00196274	12/27/2018	PUGET SOUND PROJECT MGMT Rental FA-1322 completed. Retu	P0101973	FA1322	12/12/2018	50.00
00196275	12/27/2018	RAINIER BUILDING SRV OF WA INC JANITORIAL SERVICE CITY BLDGS	P0102018	18528	11/30/2018	11,958.87
00196276	12/27/2018	RAMSAY, JON LEOFF1 Medicare Reimb		JAN2019A	12/26/2018	584.61
00196277	12/27/2018	REPUBLIC SERVICES #172 pickup service 11/1/18-11/30/1	P0101954	0172007688720	11/30/2018	33.64
00196278	12/27/2018	RICOH USA INC Cost Per Copy/Fire	P0101927	5055174309	11/26/2018	120.72
00196279	12/27/2018	RICOH USA INC (FIRE) Copier Rental/Fire	P0102007	101435540	12/05/2018	320.87
00196280	12/27/2018	RON'S STUMP REMOVAL & MI Summer 2018 tree work	P0100829	9204	11/04/2018	22,387.46



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00196281	12/27/2018	ROOT CAUSE LLC Pioneer Park Vegetation Work 2	P0098275	478	11/30/2018	13,237.35
00196282	12/27/2018	RUCKER, MANORD J LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	162.10
00196283	12/27/2018	SAN DIEGO POLICE Training Sim's - Invoice # 635	P0102062	635466	12/03/2018	397.88
00196284	12/27/2018	SCHOENTRUP, WILLIAM LEOFF1 Medicare Reimb		JAN2019A	12/26/2018	986.69
00196285	12/27/2018	SCHUMACHER, CHAD C PARKING		OH011004	12/12/2018	181.00
00196286	12/27/2018	SEATTLE TIMES, THE Thrift Shop Advertising (10/12	P0102020	OH011011	11/30/2018	1,472.00
00196287	12/27/2018	SEGLE, KRYSS PFML SUBMIT FEE		OH011000	12/20/2018	561.63
00196288	12/27/2018	SMITH, RICHARD LEOFF1 Retiree Medical Expense		JAN2019B	12/26/2018	406.28
00196289	12/27/2018	STARBUCKS COFFEE COMPANY Rental FA-1650 completed. Chec	P0101974	FA1650	12/12/2018	33.75
00196290	12/27/2018	SUPPRESSION SYSTEMS INC CITY HALL FIRE ALARM UPGRADE P	P0101999	17494	11/26/2018	14,316.00
00196291	12/27/2018	THOMPSON, JAMES LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	123.30
00196292	12/27/2018	THYSSENKRUPP ELEVATOR CORP ELEVATOR MAINTENANCE	P0102076	3004279698	12/01/2018	2,598.06
00196293	12/27/2018	UNITED RENTALS NORTH AMERICA MINI EXCAVATOR RENTAL	P0102061	162684217002	12/09/2018	2,741.83
00196294	12/27/2018	UPS SHIPPING FEE		0000T6781T488	12/01/2018	9.22
00196295	12/27/2018	VARGHESE, EMILY Rental FA-0522 completed. Retu	P0101956	FA0522	12/12/2018	400.00
00196296	12/27/2018	VERIZON WIRELESS Cell Service for PD - Invoice	P0101980	9818956355	11/23/2018	2,165.03
00196297	12/27/2018	WA BUSINESS ALLIANCE FUND Rental FA-1977 completed. Adde	P0101958	FA1977	12/12/2018	350.00
00196298	12/27/2018	WA ST DEPT OF AGRICULTURE Pesticide license renewal	P0101979	OH010990	12/13/2018	33.00
00196299	12/27/2018	WA ST DEPT OF LABOR & INDUST CITY BLDG BOILER PERMITS	P0101995	306687	12/05/2018	515.20
00196300	12/27/2018	WA ST DEPT OF TRANS/T2 AA-1-10221 Annual Lease	P0102073	OH010998	12/18/2018	5,992.27
00196301	12/27/2018	WALLACE, THOMAS LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	164.40
00196302	12/27/2018	WALTER E NELSON CO INVENTORY PURCHASES	P0101963	681666	12/12/2018	1,080.79
00196303	12/27/2018	WEGNER, KEN LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	146.60
00196304	12/27/2018	WHEELER, DENNIS LEOFF1 Medicare Reimb		JAN2019B	12/26/2018	314.10
00196305	12/27/2018	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0101959	172793	12/04/2018	188.25
00196306	12/27/2018	WIMACTEL INC PAY PHONE POLICE LOBBY	P0101990	000181083	12/01/2018	60.50

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196307	12/27/2018	XEROX CORPORATION 2018 Lease charges for MICEC C	P0097878	095353817	12/01/2018	439.23
00196308	12/27/2018	XEROX CORPORATION PD Records Copier - Invoice #	P0097792	095353816	12/01/2018	844.81
					Total	<u>233,185.95</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	196309 -196419	1/03/2019	\$ 625,389.56
			<b>\$ 625,389.56</b>

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00196391	SCHWARTZ, BILL	OVERPAYMENT REFUND	1,324.47
P0101778	00196348	H D FOWLER	INVENTORY PURCHASES	171.60
<i>Org Key: 814072 - United Way</i>				
	00196408	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	180.00
<i>Org Key: 814074 - Garnishments</i>				
	00196326	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	1,331.00
	00196329	CLERK OF COURT	PAYROLL EARLY WARRANTS	443.44
	00196407	UNITED STATES TREASURY	PAYROLL EARLY WARRANT	88.01
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00196376	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	315.00
<i>Org Key: 814083 - Vol Life Ins - States West Lif</i>				
	00196317	AWC	PREMIUM	367.90
<i>Org Key: 814085 - GET Program Deductions</i>				
	00196345	GET Washington	PAYROLL EARLY WARRANTS	250.00
<i>Org Key: CA1200 - Prosecution &amp; Criminal Mngmnt</i>				
P0102181	00196352	HONEYWELL, MATTHEW V	Professional Services - Invoic	1,600.00
<i>Org Key: CM1200 - City Clerk</i>				
P0102055	00196330	CODE PUBLISHING CO	Ord. 18C-12; graphics & tables	492.90
<i>Org Key: CO6100 - City Council</i>				
P0102209	00196337	DANIEL, KAMARIA	MITV Council Mtg 12/18/18	420.00
P0102209	00196337	DANIEL, KAMARIA	MITV Council Mtg 12/4/18	360.00
P0102209	00196337	DANIEL, KAMARIA	MITV Council 12/11/18	330.00
P0102209	00196337	DANIEL, KAMARIA	MITV MISD Mtg 12/13/18	300.00
P0102209	00196337	DANIEL, KAMARIA	MITV Council Mtg 12/6/18	240.00
P0102209	00196337	DANIEL, KAMARIA	MITV MISD Mtg 12/3/18	240.00
P0102054	00196364	KING COUNTY	2019 ETP Membership Dues (inv.	200.00
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P0102049	00196418	ZEE MEDICAL	Supplies - City Hall; INV #683	349.90
	00196394	SEGLE, KRYSS	PER DIEM REIMBURSEMENT	147.50
<i>Org Key: DS1100 - Administration (DS)</i>				
P0102152	00196342	ESA	Peer review for CAO18-003	2,512.12
P0102139	00196361	KC RECORDS	Pre-payment of recording fee's	2,491.00
P0102153	00196354	HUTCHINSON, LISA K	CART Services for June 2018 PC	1,139.50
P0102141	00196343	FCS GROUP	2018 Cost of service and fee	895.00
P0102152	00196342	ESA	Peer review for CAO18-003	640.00
P0102152	00196342	ESA	Peer review for Treehouse prop	531.25
P0102143	00196409	VERIZON WIRELESS	Phone & data charges	463.99
P0102153	00196354	HUTCHINSON, LISA K	CART Services for November 201	324.40
P0102152	00196342	ESA	Peer review for CAO17-010	220.00
P0102143	00196409	VERIZON WIRELESS	Mobil hot spots	160.04
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0102146	00196393	SEATTLE, CITY OF	Hearing Examiner fees for VAR1	1,241.30

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: DS1400 - Development Engineering</i>				
P0100960	00196367	KPG	2018 ON-CALL TRASPORTATION	558.72
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	420.83
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	322.88
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	420.83
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	322.89
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	420.83
P0098388	00196375	METROPRESORT	November 2018 Printing and Mai	322.89
<i>Org Key: FR1100 - Administration (FR)</i>				
	00196325	CENTURYLINK	PHONE USE DEC 2018	419.99
P0102010	00196335	CULLIGAN SEATTLE WA	Water Service/Fire	215.55
P0102014	00196315	ASPECT SOFTWARE INC	Telestaff Monthly Maintenance	165.00
<i>Org Key: FR2100 - Fire Operations</i>				
P0102012	00196415	WESTHILL ELECTRONICS	Repair to "Humming" Sound from	533.50
P0101800	00196353	HUGHES FIRE EQUIPMENT INC	Brackets for SCBA Packs	491.21
P0102015	00196400	TEC EQUIPMENT INC	Misc. Apparatus Parts/8611	183.18
P0102009	00196331	COMCAST	Cell Charges/Fire	72.40
P0102017	00196380	O'REILLY AUTOMOTIVE INC	Misc. Apparatus Parts	53.17
P0102016	00196321	BRAKE AND CLUTCH SUPPLY NORTH	Misc. Apparatus Parts/8611	38.15
P0102130	00196410	VERIZON WIRELESS	Cell Charges/Fire	17.80
P0102017	00196380	O'REILLY AUTOMOTIVE INC	Misc Apparatus Parts	5.90
P0102017	00196380	O'REILLY AUTOMOTIVE INC	Credit	-5.90
P0101800	00196353	HUGHES FIRE EQUIPMENT INC	Credit Memo	-197.34
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0102008	00196372	LIFE ASSIST INC	Station and Rig Aid Supplies	698.41
P0102013	00196311	AIRGAS USA LLC	Oxygen/Fire	500.13
P0102011	00196396	STERICYCLE INC	On-Call Charges/Fire	10.36
<i>Org Key: GGM001 - General Government-Misc</i>				
P0102101	00196374	MANAGEMENT PARTNERS	Fiscal Sustainability Plan -	5,700.00
P0097860	00196331	COMCAST	CITY HALL HIGH SPEED INTERNET	111.45
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0102149	00196386	RESERVE ACCOUNT	Postage refill for postage mac	2,500.00
P0102147	00196417	XEROX CORPORATION	Print & copy charges for CM co	1,004.37
P0102148	00196382	PITNEY BOWES	Q4 2018 lease charges for post	904.47
P0102147	00196417	XEROX CORPORATION	Print & copy charges for Mail	584.07
P0097802	00196373	MAILFINANCE INC	Leasehold for LB postage meter	460.88
P0102036	00196333	CONFIDENTIAL DATA DISPOSAL	City Shredding - Invoice # 770	200.00
P0102147	00196417	XEROX CORPORATION	Print & copy charges for DSG c	177.94
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
	00196371	LEOFF HEALTH & WELFARE TRUST	POLICE RETIREES JAN 2019	6,289.08
	00196370	LEOFF HEALTH & WELFARE TRUST	FIRE RETIREE JAN 2019	3,294.28

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102191	00196358	JOHNSON, CURTIS	FRLEOFF1 Retiree Medical Expen	295.00
P0102160	00196412	WEGNER, KEN	LEOFF1 Retiree Medical Expense	128.00
<i>Org Key: GX9995 - Employee Benefits-General</i>				
P0102137	00196399	TAWNEY, LAURA	Reimbursement for Dec. Premium	811.21
<i>Org Key: GX9996 - Employee Benefits-Police</i>				
	00196371	LEOFF HEALTH & WELFARE TRUST	POLICE ACTIVE JAN 2019	51,497.07
	00196371	LEOFF HEALTH & WELFARE TRUST	POLICE SUPPORT JAN 2019	5,175.35
<i>Org Key: GX9997 - Employee Benefits-Fire</i>				
	00196370	LEOFF HEALTH & WELFARE TRUST	FIRE ACTIVE JAN 2019	61,205.65
	00196371	LEOFF HEALTH & WELFARE TRUST	BILLING ADJUSTMENTS JAN 2019	0.03
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00196325	CENTURYLINK	PHONE USE DEC 2018	2,072.64
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0102068	00196310	AA ASPHALTING INC	2018 ON CALL ASPHALT WORK INV	15,564.00
P0102068	00196310	AA ASPHALTING INC	2018 ON CALL ASPHALT REPAIRS	11,800.00
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	1,638.80
P0098051	00196413	WEST COAST SIGNAL INC	ELECTRICAL REPAIRS & SERVICES	931.62
	00196404	TROY, BRIAN CASEY	MILEAGE EXPENSE	33.79
	00196355	HUYNH, JASON	PHONE USE DEC 2018	17.33
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0101184	00196349	HABITAT RESTORATION SPEC LLC	2018-19 RIGHT OF WAY PLANTING	2,802.00
P0102066	00196340	DTG ENTERPRISES INC	SE 53RD PL WOOD HAUL	2,250.00
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	13.39
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	10.54
<i>Org Key: MT2500 - ROW Administration</i>				
P0098360	00196385	REPUBLIC SERVICES #172	2018 PW ROW DISPOSAL/RECYCLING	3,411.79
P0098354	00196385	REPUBLIC SERVICES #172	2018 PW SWEEPER HAUL AWAY	792.76
	00196351	HEATH, SCOTT C	MILEAGE EXPENSE	26.71
<i>Org Key: MT3100 - Water Distribution</i>				
P0101070	00196322	BRAVO ENVIRONMENTAL NW INC	2018 WATER MAIN LEAK DETECTION	6,021.25
P0102024	00196389	S&B INC	SCADA SERVICE CALL	544.50
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: MT3120 - Hydrant Maintenance</i>				
P0101778	00196348	H D FOWLER	5-1/4" KENNEDY K-81D HYDRANT 6	2,806.13
P0101778	00196348	H D FOWLER	5-1/4" M & H #929 FIRE HYDRANT	2,635.05
P0101778	00196348	H D FOWLER	CREDIT RETURNED HYDRANT	-2,575.86
<i>Org Key: MT3150 - Water Quality Event</i>				
P0102040	00196402	TOKAY SOFTWARE	NOVEMBER WEB TEST REPORT	109.00

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT3200 - Water Pumps</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	3,181.18
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	10.54
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0099223	00196344	FRUHLING INC	WATER DEBRIS HAUL OUT	6,270.17
P0098360	00196385	REPUBLIC SERVICES #172	2018 PW SEWER DISPOSAL/RECYCLI	379.09
<i>Org Key: MT3400 - Sewer Collection</i>				
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	3,681.69
	00196325	CENTURYLINK	PHONE USE DEC 2018	505.01
P0101976	00196346	GRAINGER	LED FLASHLIGHT	81.46
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
	00196359	JONES, MARK	MILEAGE EXPENSE	9.27
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0099223	00196344	FRUHLING INC	SEWER DEBRIS HAUL OUT	6,270.18
P0098360	00196385	REPUBLIC SERVICES #172	2018 PW WATER DISPOSAL/RECYCL	379.10
<i>Org Key: MT3800 - Storm Drainage</i>				
P0102065	00196319	BEST PARKING LOT CLEANING INC	2018 ON CALL STORM CCTV	2,775.19
P0102065	00196319	BEST PARKING LOT CLEANING INC	2018 ON CALL STORM CCTV	1,362.30
P0102042	00196313	AM TEST INC	DECANT WATER QUALITY TESTING	90.00
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0098321	00196332	COMCAST	2018 PW WI-FI SERVICE	86.40
<i>Org Key: MT4200 - Building Services</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	8,559.63
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	3,173.24
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	10.54
P0101971	00196377	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	5.73
<i>Org Key: MT4210 - Building Landscaping</i>				
P0098360	00196385	REPUBLIC SERVICES #172	2018 PW FACILITIES	379.09
<i>Org Key: MT4300 - Fleet Services</i>				
P0102047	00196395	SME SOLUTIONS LLC	FIRE STATION PUMP SERVICE CALL	599.83
P0102043	00196316	AUTONATION INC	REPAIR PARTS	456.27
P0102059	00196406	UNITED RENTALS NORTH AMERICA	RENTAL TIRE REPAIR	439.36
P0102117	00196397	SUNDSTROM, ROBERT	Birding Trip Invoice - River D	71.59
P0098287	00196383	PRAXAIR DISTRIBUTION INC	2018 ACETYLENE & OXYGEN TANK R	53.28
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	10.54
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0102041	00196357	IDAX DATA SOULTIONS	TRAFFIC SPEED/VOLUME DATA	8,100.00
P0100960	00196367	KPG	2018 ON-CALL TRASPORTATION	5,694.34
P0102203	00196384	PUGET SOUND ENERGY	8250 EMW INSTALLATION	476.79
<i>Org Key: MT4501 - Water Administration</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00196325	CENTURYLINK	PHONE USE DEC 2018	54.93
<i>Org Key: MTBE01 - Maint of Medians &amp; Planters</i>				
P0101977	00196403	TOURNESOL SITEWORKS	BENCHES FOR TOWN CENTER	9,394.00
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	1,174.24
<i>Org Key: MTBE04 - Wayfinding Sign Program</i>				
P0100309	00196318	BECKWITH CONSULTING GROUP	WAYFINDING SIGNAGE	460.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0102030	00196338	DATAQUEST LLC	EMAC Vol Background Checks -	26.50
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0102028	00196411	WASHINGTON STATE PATROL	CPL Background Checks - Invoic	144.00
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0102032	00196392	SCORE	SCORE Jail Bill - Invoice # 34	2,625.00
P0102027	00196392	SCORE	SCORE Jail Fees - Outside Heal	391.17
P0102035	00196401	THOMSON REUTERS - WEST	WEST Background investigative	344.48
<i>Org Key: PO2200 - Marine Patrol</i>				
P0102038	00196368	KROESENS UNIFORM COMPANY	Uniforms (Ofc. White) - Invoic	2,527.03
P0102031	00196356	IBSEN TOWING CO BELLEVUE	Impound - Invoice # 406849	519.75
P0102029	00196328	CLEANERS PLUS 1	Uniform Cleaning - Invoice # 7	139.39
P0102039	00196368	KROESENS UNIFORM COMPANY	Uniform Hat - Invoice # 52964	27.50
<i>Org Key: PO2201 - Dive Team</i>				
P0102037	00196405	UNDERWATER SPORTS INC.	Dive Team Maintenance - 5 Tank	264.00
<i>Org Key: PR0000 - Parks &amp; Recreation-Revenue</i>				
P0102174	00196419	ZUPIKE, KARYN	Gallery Sales 2/26/18-4/13/18	63.75
<i>Org Key: PR2100 - Recreation Programs</i>				
P0102115	00196381	PAULETTO, MAUDE	Instructor fees - course #3524	562.80
P0102117	00196397	SUNDSTROM, ROBERT	Birding Trip Invoice - River D	558.50
<i>Org Key: PR2108 - Health and Fitness</i>				
P0102001	00196327	CHRISTIANSEN, ANNE	Instructor fees - invoice #188	1,799.00
P0102111	00196378	MIRACLE ISLAND PLLC	Instructor fees - course #3501	1,218.35
P0102113	00196362	KENDO-KAI, CASCADE	Instructor fees - course #3507	1,092.00
P0102111	00196378	MIRACLE ISLAND PLLC	Instructor fees - course #3499	804.30
P0102112	00196390	SALZETTI, ERIC	Instructor fees - course #3493	738.50
P0102115	00196381	PAULETTO, MAUDE	Instructor fees - course #352	684.60
P0102116	00196398	SWIFT, KAREN	Instructor fees - course #3516	622.30
P0102113	00196362	KENDO-KAI, CASCADE	Instructor fees - course #3510	385.00
P0102082	00196388	ROSENSTEIN, SUSIE	Enhanced Fitness classes 11/7,	360.00
P0102121	00196347	GRAY, KATY S.	Instructor fees - course #3538	235.20
P0102112	00196390	SALZETTI, ERIC	Instructor fees - course #3479	199.50
<i>Org Key: PR3500 - Senior Services</i>				
P0102095	00196379	MISD FOOD SERVICE	148 meals for Oct 2018	740.00
P0102096	00196379	MISD FOOD SERVICE	138 meals for November 2018	690.00
P0102085	00196379	MISD FOOD SERVICE	73 meals for December 2018	365.00
P0102083	00196379	MISD FOOD SERVICE	62 meals for Octoberfest Lunch	310.00



**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102084	00196379	MISD FOOD SERVICE	62 meals for September 2018 se	310.00
<i>Org Key: PR4100 - Community Center</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	1,089.81
P0102193	00196334	CORT PARTY RENTAL	Service for Senior Thanksgivin	417.47
P0102120	00196334	CORT PARTY RENTAL	Wedding show - tables/chairs	88.08
	00196325	CENTURYLINK	PHONE USE DEC 2018	52.57
<i>Org Key: PR5500 - Literary Program</i>				
P0102118	00196387	RHOADES, LANCE	MIAC Literary Classics on Film	1,200.00
<i>Org Key: PR5900 - Summer Celebration</i>				
P0102193	00196334	CORT PARTY RENTAL	Credit Memo for overpayment /	-260.53
<i>Org Key: PR6100 - Park Maintenance</i>				
P0098360	00196385	REPUBLIC SERVICES #172	2018 PARKS DISPOSAL/RECYCLING	1,516.35
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	1,341.19
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
	00196325	CENTURYLINK	PHONE USE DEC 2018	90.95
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	1,504.55
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: PR6600 - Park Maint-School Related</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	694.62
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	12.30
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
P0098360	00196385	REPUBLIC SERVICES #172	2018 PARKS DISPOSAL/RECYCLING	1,516.34
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	373.00
P0102006	00196418	ZEE MEDICAL	FIRST AID SUPPLIES	10.53
<i>Org Key: ST0001 - ST Traffic Safety Enhancements</i>				
P0100960	00196367	KPG	2018 ON CALL TRANSP	668.80
<i>Org Key: WD105R - Watercourse Minor Repairs</i>				
P0101476	00196314	APPLIED ECOLOGY LLC	WATERCOURSE RIPARIAN RESTROATI	25,246.00
<i>Org Key: WD722R - Sub Basin 3b.4 Watercourse</i>				
P0101491	00196323	CARDNO INC	WATERCOURSE STABALISATION PROJ	2,863.72
<i>Org Key: WD724R - Sub Basin 29.2 Watercourse</i>				
P0101491	00196323	CARDNO INC	WATERCOURSE STABILIZATION PROJE	5,318.33
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P0100449	00196414	WESTERN EQUIPMENT DIST INC	FL-0433 PARKS REPLACEMENT - WO	30,066.11
P94483	00196363	KIA MOTORS FINANCE	DSG 2016 KIA SOUL LEASE	211.36
<i>Org Key: WR101T - Residential Streets 2018</i>				
P0102098	00196369	LAKERIDGE PAVING COMPANY	SE 59TH RESURFACING	5,358.42
<i>Org Key: WR517R - SE 40th (A) Corridor Improvemnt</i>				

**Accounts Payable Report by GL Key**

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0102099	00196366	KING COUNTY FINANCE	SE 40TH CIP PROJECT	5,662.07
P0100240	00196367	KPG	SE 40TH CORRIDOR IMPROVEMENTS	4,141.17
<i>Org Key: WR718R - SE 53rd Place (ICW-EMW)</i>				
P0100286	00196339	DOOLITTLE CONSTRUCTION LLC	SCHEDULE B SCHEDULE A 2018 ART	285.00
<i>Org Key: WR719R - EMW (SE 70 to WMW)</i>				
P0100286	00196339	DOOLITTLE CONSTRUCTION LLC	SCHEDULE C 2018 ARTERIAL &	285.00
<i>Org Key: WS101U - Backyard Sewer System Impvt</i>				
P0101071	00196360	KAMINS CONSTRUCTION INC	81st AVE SE BACKYARD SIDE SEWE	191,883.54
<i>Org Key: WS103P - Sewer 20 yr CIP Plan</i>				
P86399	00196324	CAROLLO ENGINEERS INC	GENERAL SEWER PLAN UPDATE	3,801.03
<i>Org Key: WS511R - Sewer Special Catch Basins</i>				
P0096452	00196312	ALTUS TRAFFIC MANAGEMENT LLC	2017 ROW FLAGGING	16,996.81
P0102138	00196365	KING COUNTY FINANCE	CEDAR HILL LF DISPOSAL	4,080.37
P0102045	00196341	ENVIRO-CLEAN EQUIPMENT INC	RENTAL VAC TRUCK FLAT TIRE REP	238.71
<i>Org Key: WW120S - Meter Replacement Residential</i>				
P0097695	00196350	HDR ENGINEERING INC	WATER METER MASTER	1,487.34
<i>Org Key: WW523R- EMW 5400-6000 Block Watermain</i>				
P0098913	00196320	BLUELINE GROUP	EMW 5400-6000 BLOCK GLENHOME D	545.75
<i>Org Key: WW535D- Booster Chlorination Station</i>				
P0101674	00196350	HDR ENGINEERING INC	BOOSTER CHLORINATION STATION F	1,876.59
<i>Org Key: WW717R- Main SE 22nd Street</i>				
P0095975	00196320	BLUELINE GROUP	SE 22ND ST SE 22ND WATER	8,715.25
P0101929	00196320	BLUELINE GROUP	SE 22ND ST /SE 22ND PL WATER S	1,901.75
P0102046	00196336	DAILY JOURNAL OF COMMERCE	SE 22ND ST WATER SYSTEM	520.00
<i>Org Key: WW801X- Fluoride Station Removal</i>				
P0102056	00196406	UNITED RENTALS NORTH AMERICA	SKID STEER MINI-EX COMBO BREAK	2,041.60
<i>Org Key: YF1200 - Thrift Shop</i>				
	00196384	PUGET SOUND ENERGY	ENERGY USE DEC 2018	638.32
<i>Org Key: YF2500 - Family Counseling</i>				
P0097712	00196416	WOOD, JULIE D	Clinical consultations for 201	450.00
<i>Org Key: YF2600 - Family Assistance</i>				
P0102212	00196309	SHOREWOOD HEIGHTS	Partial rent payment for EA cl	400.00
Total				<u>625,389.56</u>

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196309	01/02/2019	SHOREWOOD HEIGHTS Partial rent payment for EA cl	P0102212	P0102212	01/01/2019	400.00
00196310	01/03/2019	AA ASPHALTING INC 2018 ON CALL ASPHALT WORK INV	P0102068	0100857/0100851	11/27/2018	27,364.00
00196311	01/03/2019	AIRGAS USA LLC Oxygen/Fire	P0102013	9082965170/99582	11/28/2018	500.13
00196312	01/03/2019	ALTUS TRAFFIC MANAGEMENT LLC 2017 ROW FLAGGING	P0096452	NW057273/057183	12/02/2018	16,996.81
00196313	01/03/2019	AM TEST INC DECANT WATER QUALITY TESTING	P0102042	108192	12/12/2018	90.00
00196314	01/03/2019	APPLIED ECOLOGY LLC WATERCOURSE RIPARIAN RESTROATI	P0101476	518	12/13/2018	25,246.00
00196315	01/03/2019	ASPECT SOFTWARE INC Telestaff Monthly Maintenance	P0102014	ASI045875	12/05/2018	165.00
00196316	01/03/2019	AUTONATION INC REPAIR PARTS	P0102043	484714C	11/09/2018	456.27
00196317	01/03/2019	AWC PREMIUM		OH011051	01/01/2019	367.90
00196318	01/03/2019	BECKWITH CONSULTING GROUP WAYFINDING SIGNAGE IMPLEMENTAT	P0100309	#5	12/01/2018	460.00
00196319	01/03/2019	BEST PARKING LOT CLEANING INC 2018 ON CALL STORM CCTV	P0102065	V173800/V174459	11/09/2018	4,137.49
00196320	01/03/2019	BLUELINE GROUP EMW 5400-6000 BLOCK GLENHOME D	P0101929	16163A	12/06/2018	11,162.75
00196321	01/03/2019	BRAKE AND CLUTCH SUPPLY NORTH Misc. Apparatus Parts/8611	P0102016	76530	11/05/2018	38.15
00196322	01/03/2019	BRAVO ENVIRONMENTAL NW INC 2018 WATER MAIN LEAK DETECTION	P0101070	48889	11/30/2018	6,021.25
00196323	01/03/2019	CARDNO INC WATERCOURSE STABALISATION PROJ	P0101491	265437	12/03/2018	8,182.05
00196324	01/03/2019	CAROLLO ENGINEERS INC GENERAL SEWER PLAN UPDATE	P86399	0172776	12/12/2018	3,801.03
00196325	01/03/2019	CENTURYLINK PHONE USE DEC 2018		OH011043	12/20/2018	3,196.09
00196326	01/03/2019	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		OH011047	01/04/2019	1,331.00
00196327	01/03/2019	CHRISTIANSEN, ANNE Instructor fees - invoice #188	P0102001	188	12/13/2018	1,799.00
00196328	01/03/2019	CLEANERS PLUS 1 Uniform Cleaning - Invoice # 7	P0102029	76751	12/01/2018	139.39
00196329	01/03/2019	CLERK OF COURT PAYROLL EARLY WARRANTS		OH011048	01/04/2019	443.44
00196330	01/03/2019	CODE PUBLISHING CO Ord. 18C-12; graphics & tables	P0102055	62000	12/06/2018	492.90
00196331	01/03/2019	COMCAST Cell Charges/Fire	P0097860	OH011019	12/12/2018	183.85
00196332	01/03/2019	COMCAST 2018 PW WI-FI SERVICE	P0098321	OH011017	12/07/2018	86.40
00196333	01/03/2019	CONFIDENTIAL DATA DISPOSAL City Shredding - Invoice # 770	P0102036	77079647	11/30/2018	200.00
00196334	01/03/2019	CORT PARTY RENTAL Service for Senior Thanksgivin	P0102193	918421/C1209	11/12/2018	245.02

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196335	01/03/2019	CULLIGAN SEATTLE WA Water Service/Fire	P0102010	201812672721	11/30/2018	215.55
00196336	01/03/2019	DAILY JOURNAL OF COMMERCE SE 22ND ST WATER SYSTEM	P0102046	3342278	11/19/2018	520.00
00196337	01/03/2019	DANIEL, KAMARIA MITV MISD Mtg 12/3/18	P0102209	022	12/28/2018	1,890.00
00196338	01/03/2019	DATAQUEST LLC EMAC Vol Background Checks -	P0102030	7297	11/30/2018	26.50
00196339	01/03/2019	DOOLITTLE CONSTRUCTION LLC SCHEDULE B SCHEDULE A 2018 ART	P0100286	#2	11/30/2018	570.00
00196340	01/03/2019	DTG ENTERPRISES INC SE 53RD PL WOOD HAUL	P0102066	46089R	11/19/2018	2,250.00
00196341	01/03/2019	ENVIRO-CLEAN EQUIPMENT INC RENTAL VAC TRUCK FLAT TIRE REP	P0102045	R18103001	10/30/2018	238.71
00196342	01/03/2019	ESA Peer review for Treehouse prop	P0102152	141361/141363/14	11/20/2018	3,903.37
00196343	01/03/2019	FCS GROUP 2018 Cost of service and fee	P0102141	282021811070	11/16/2018	895.00
00196344	01/03/2019	FRUHLING INC WATER DEBRIS HAUL OUT	P0099223	30551	11/19/2018	12,540.35
00196345	01/03/2019	GET Washington PAYROLL EARLY WARRANTS		OH011050	01/04/2019	250.00
00196346	01/03/2019	GRAINGER LED FLASHLIGHT	P0101976	9028219690	12/11/2018	81.46
00196347	01/03/2019	GRAY, KATY S. Instructor fees - course #3538	P0102121	3538	12/20/2018	235.20
00196348	01/03/2019	H D FOWLER INVENTORY PURCHASES	P0101778	4984959/61/C4629	10/12/2018	3,036.92
00196349	01/03/2019	HABITAT RESTORATION SPEC LLC 2018-19 RIGHT OF WAY PLANTING	P0101184	34	11/30/2018	2,802.00
00196350	01/03/2019	HDR ENGINEERING INC WATER METER MASTER REPLACEMENT	P0101674	1200158801	11/29/2018	3,363.93
00196351	01/03/2019	HEATH, SCOTT C MILEAGE EXPENSE		OH011036	12/15/2018	26.71
00196352	01/03/2019	HONEYWELL, MATTHEW V Professional Services - Invoic	P0102181	1074	12/18/2018	1,600.00
00196353	01/03/2019	HUGHES FIRE EQUIPMENT INC Brackets for SCBA Packs	P0101800	532376/C09709	12/05/2018	293.87
00196354	01/03/2019	HUTCHINSON, LISA K CART Services for November 201	P0102153	3689/3635	07/03/2018	1,463.90
00196355	01/03/2019	HUYNH, JASON PHONE USE DEC 2018		OH011044	12/15/2018	17.33
00196356	01/03/2019	IBSEN TOWING CO BELLEVUE Impound - Invoice # 406849	P0102031	406849	11/15/2018	519.75
00196357	01/03/2019	IDAX DATA SOULTIONS TRAFFIC SPEED/VOLUME DATA	P0102041	18426	11/29/2018	8,100.00
00196358	01/03/2019	JOHNSON, CURTIS FRLEOFF1 Retiree Medical Expen	P0102191	OH011020	12/28/2018	295.00
00196359	01/03/2019	JONES, MARK MILEAGE EXPENSE		OH011037	12/14/2018	9.27
00196360	01/03/2019	KAMINS CONSTRUCTION INC 81st AVE SE BACKYARD SIDE SEWE	P0101071	PE1	10/31/2018	191,883.54

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196361	01/03/2019	KC RECORDS Pre-payment of recording fee's	P0102139	OH011021	12/20/2018	2,491.00
00196362	01/03/2019	KENDO-KAI, CASCADE Instructor fees - course #3510	P0102113	3510/3507	12/20/2018	1,477.00
00196363	01/03/2019	KIA MOTORS FINANCE DSG 2016 KIA SOUL LEASE	P94483	OH011035	12/16/2018	211.36
00196364	01/03/2019	KING COUNTY 2019 ETP Membership Dues (inv.	P0102054	ETP06	12/01/2018	200.00
00196365	01/03/2019	KING COUNTY FINANCE CEDAR HILL LF DISPOSAL	P0102138	87447	11/30/2018	4,080.37
00196366	01/03/2019	KING COUNTY FINANCE SE 40TH CIP PROJECT	P0102099	9492294922	10/31/2018	5,662.07
00196367	01/03/2019	KPG 2018 ON-CALL TRASPORTATION	P0100240	116218	12/07/2018	11,063.03
00196368	01/03/2019	KROESENS UNIFORM COMPANY Uniform Hat - Invoice # 52964	P0102038	53091/52961	12/05/2018	2,554.53
00196369	01/03/2019	LAKERIDGE PAVING COMPANY SE 59TH RESURFACING	P0102098	29184	12/05/2018	5,358.42
00196370	01/03/2019	LEOFF HEALTH & WELFARE TRUST FIRE RETIREE JAN 2019		OH011052	01/01/2019	64,499.93
00196371	01/03/2019	LEOFF HEALTH & WELFARE TRUST POLICE RETIREES JAN 2019		OH011056	01/01/2019	62,961.53
00196372	01/03/2019	LIFE ASSIST INC Station and Rig Aid Supplies	P0102008	891087	12/10/2018	698.41
00196373	01/03/2019	MAILFINANCE INC Leasehold for LB postage meter	P0097802	N7465792	12/07/2018	460.88
00196374	01/03/2019	MANAGEMENT PARTNERS Fiscal Sustainability Plan -	P0102101	INV06734	12/19/2018	5,700.00
00196375	01/03/2019	METROPRESORT November 2018 Printing and Mai	P0098388	IN603444	11/30/2018	2,231.15
00196376	01/03/2019	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		OH011045	01/04/2019	315.00
00196377	01/03/2019	MI HARDWARE - BLDG MISC. HARDWARE FOR THE MONTH O	P0101971	OH011015	11/30/2018	5.73
00196378	01/03/2019	MIRACLE ISLAND PLLC Instructor fees - course #3499	P0102111	3499/3501	12/20/2018	2,022.65
00196379	01/03/2019	MISD FOOD SERVICE 62 meals for September 2018 se	P0102083	OH011024	09/27/2018	2,415.00
00196380	01/03/2019	O'REILLY AUTOMOTIVE INC Misc. Apparatus Parts	P0102017	2519489325/8521/	10/26/2018	53.17
00196381	01/03/2019	PAULETTO, MAUDE Instructor fees - course #3524	P0102115	352/3524	12/20/2018	1,247.40
00196382	01/03/2019	PITNEY BOWES Q4 2018 lease charges for post	P0102148	3307711685	12/09/2018	904.47
00196383	01/03/2019	PRAXAIR DISTRIBUTION INC 2018 ACETYLENE & OXYGEN TANK R	P0098287	86399262	11/30/2018	53.28
00196384	01/03/2019	PUGET SOUND ENERGY 8250 EMW INSTALLATION		OH011042	12/21/2018	27,540.45
00196385	01/03/2019	REPUBLIC SERVICES #172 2018 PW ROW DISPOSAL/RECYCLING	P0098360	0172007689826	11/30/2018	8,374.52
00196386	01/03/2019	RESERVE ACCOUNT Postage refill for postage mac	P0102149	OH011028	12/21/2018	2,500.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196387	01/03/2019	RHOADES, LANCE MIAC Literary Classics on Film	P0102118	OH011029	12/14/2018	1,200.00
00196388	01/03/2019	ROSENSTEIN, SUSIE Enhanced Fitness classes 11/7,	P0102082	142	12/18/2018	360.00
00196389	01/03/2019	S&B INC SCADA SERVICE CALL	P0102024	25017	11/30/2018	544.50
00196390	01/03/2019	SALZETTI, ERIC Instructor fees - course #3479	P0102112	3479/3493	12/20/2018	938.00
00196391	01/03/2019	SCHWARTZ, BILL OVERPAYMENT REFUND		OH011040	12/28/2018	1,324.47
00196392	01/03/2019	SCORE SCORE Jail Fees - Outside Heal	P0102032	3499	12/10/2018	3,016.17
00196393	01/03/2019	SEATTLE, CITY OF Hearing Examiner fees for VAR1	P0102146	MI201802	12/03/2018	1,241.30
00196394	01/03/2019	SEGLE, KRYSS PER DIEM REIMBURSEMENT		OH011039	09/21/2018	147.50
00196395	01/03/2019	SME SOLUTIONS LLC FIRE STATION PUMP SERVICE CALL	P0102047	269781	11/30/2018	599.83
00196396	01/03/2019	STERICYCLE INC On-Call Charges/Fire	P0102011	3004495975	11/30/2018	10.36
00196397	01/03/2019	SUNDSTROM, ROBERT Birding Trip Invoice - River D	P0102117	OH011030	12/04/2018	630.09
00196398	01/03/2019	SWIFT, KAREN Instructor fees - course #3516	P0102116	3516	12/20/2018	622.30
00196399	01/03/2019	TAWNEY, LAURA Reimbursement for Dec. Premium	P0102137	OH011031	12/21/2018	811.21
00196400	01/03/2019	TEC EQUIPMENT INC Misc. Apparatus Parts/8611	P0102015	282563S	11/07/2018	183.18
00196401	01/03/2019	THOMSON REUTERS - WEST WEST Background investigative	P0102035	839372963	12/01/2018	344.48
00196402	01/03/2019	TOKAY SOFTWARE NOVEMBER WEB TEST REPORT	P0102040	108131	12/06/2018	109.00
00196403	01/03/2019	TOURNESOL SITEWORKS BENCHES FOR TOWN CENTER	P0101977	111325	12/06/2018	9,394.00
00196404	01/03/2019	TROY, BRIAN CASEY MILEAGE EXPENSE		OH011038	12/09/2018	33.79
00196405	01/03/2019	UNDERWATER SPORTS INC. Dive Team Maintenance - 5 Tank	P0102037	20017670	12/13/2018	264.00
00196406	01/03/2019	UNITED RENTALS NORTH AMERICA RENTAL TIRE REPAIR	P0102056	162734091001	11/13/2018	2,480.96
00196407	01/03/2019	UNITED STATES TREASURY PAYROLL EARLY WARRANT		OH011049	01/04/2019	88.01
00196408	01/03/2019	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		OH011046	01/04/2019	180.00
00196409	01/03/2019	VERIZON WIRELESS Mobil hot spots	P0102143	9818956358	11/23/2018	624.03
00196410	01/03/2019	VERIZON WIRELESS Cell Charges/Fire	P0102130	9819781043	12/06/2018	17.80
00196411	01/03/2019	WASHINGTON STATE PATROL CPL Background Checks - Invoice	P0102028	I19003641	12/05/2018	144.00
00196412	01/03/2019	WEGNER, KEN LEOFF1 Retiree Medical Expense	P0102160	OH011033	12/24/2018	128.00

**Accounts Payable Report by Check Number**

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00196413	01/03/2019	WEST COAST SIGNAL INC ELECTRICAL REPAIRS & SERVICES	P0098051	2581/2580	11/28/2018	931.62
00196414	01/03/2019	WESTERN EQUIPMENT DIST INC FL-0433 PARKS REPLACEMENT - WO	P0100449	804920100	12/06/2018	30,066.11
00196415	01/03/2019	WESTHILL ELECTRONICS Repair to "Humming" Sound from	P0102012	2603	12/05/2018	533.50
00196416	01/03/2019	WOOD, JULIE D Clinical consultations for 201	P0097712	OH011032	12/31/2018	450.00
00196417	01/03/2019	XEROX CORPORATION Print & copy charges for CM co	P0102147	095353820/095353	12/01/2018	1,766.38
00196418	01/03/2019	ZEE MEDICAL Supplies - City Hall; INV #683	P0102006	68368429	12/13/2018	525.59
00196419	01/03/2019	ZUPIKE, KARYN Gallery Sales 2/26/18-4/13/18	P0102174	OH011034	12/26/2018	63.75
					Total	<u>625,389.56</u>



# CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

**PAYROLL PERIOD ENDING**  
**PAYROLL DATED**

**12.28.2018**  
**1.4.2019**

Net Cash	\$	499,718.43
Net Voids/Manuals	\$	28,208.51
<b>Net Total</b>	<b>\$</b>	<b>527,926.94</b>
Federal Tax Deposit - Key Bank	\$	81,925.32
Social Security and Medicare Taxes	\$	49,305.99
Medicare Taxes Only (Fire Fighter Employees)	\$	2,120.93
State Tax (Oregon)	\$	-
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	27,197.12
Public Employees Retirement System 3 (PERS 3)	\$	7,671.67
Public Employees Retirement System (PERSJM)	\$	767.68
Public Safety Employees Retirement System (PSERS)	\$	199.02
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	25,719.84
Regence & LEOFF Trust - Medical Insurance	\$	13,061.54
Domestic Partner/Overage Dependant - Insurance	\$	1,660.98
Group Health Medical Insurance	\$	950.20
Health Care - Flexible Spending Accounts	\$	2,238.27
Dependent Care - Flexible Spending Accounts	\$	1,977.58
United Way	\$	180.00
ICMA Deferred Compensation	\$	47,794.97
Fire 457 Nationwide	\$	18,285.65
Roth - ICMA	\$	310.00
Roth - Nationwide	\$	779.67
401K Deferred Comp	\$	429.51
Garnishments (Chapter 13)	\$	1,774.44
Tax Levy	\$	88.01
Child Support	\$	599.99
Mercer Island Employee Association	\$	315.00
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	\$	642.95
AFLAC - Supplemental Insurance Plans	\$	636.51
Coffee Fund	\$	94.00
Transportation	\$	127.08
HRA - VEBA	\$	15,413.16
Miscellaneous	\$	369.08
Nationwide Extra	\$	-
GET	\$	250.00
Oregon Transit Tax and Oregon Benefit Tax	\$	-
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$</b>	<b>305,059.85</b>

<b>TOTAL GROSS PAYROLL</b>	<b>\$ 832,986.79</b>
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

*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 OF MERCER ISLAND CERTIFICATION OF PAYROLL

**PAYROLL PERIOD ENDING**  
**PAYROLL DATED**

**12.14.18**  
**12.21.18**

Net Cash	\$	518,864.90
Net Voids/Manuals	\$	68,788.64
<b>Net Total</b>	<b>\$</b>	<b>587,653.54</b>
Federal Tax Deposit - Key Bank	\$	99,874.58
Social Security and Medicare Taxes	\$	45,263.54
Medicare Taxes Only (Fire Fighter Employees)	\$	2,403.64
State Tax (Oregon)	\$	-
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	27,639.99
Public Employees Retirement System 3 (PERS 3)	\$	7,065.74
Public Employees Retirement System (PERSJM)	\$	767.68
Public Safety Employees Retirement System (PSERS)	\$	199.02
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	23,783.88
Regence & LEOFF Trust - Medical Insurance	\$	12,613.80
Domestic Partner/Overage Dependant - Insurance	\$	1,610.42
Group Health Medical Insurance	\$	1,184.44
Health Care - Flexible Spending Accounts	\$	2,330.25
Dependent Care - Flexible Spending Accounts	\$	1,689.11
United Way	\$	100.00
ICMA Deferred Compensation	\$	27,649.12
Fire 457 Nationwide	\$	6,389.33
Roth - ICMA	\$	260.00
Roth - Nationwide	\$	458.86
401K Deferred Comp	\$	-
Garnishments (Chapter 13)	\$	1,795.45
Tax Levy	\$	151.04
Child Support	\$	599.99
Mercer Island Employee Association	\$	315.00
Cities & Towns/AFSCME Union Dues	\$	2,502.04
Police Union Dues	\$	2,408.78
Fire Union Dues	\$	2,019.69
Fire Union - Supplemental Dues	\$	154.00
Standard - Supplemental Life Insurance	\$	367.90
Unum - Long Term Care Insurance	\$	642.95
AFLAC - Supplemental Insurance Plans	\$	636.51
Coffee Fund	\$	96.00
Transportation	\$	125.00
HRA - VEBA	\$	4,412.90
Miscellaneous	\$	-
Nationwide Extra	\$	-
GET	\$	100.00
Oregon Transit Tax and Oregon Benefit Tax	\$	-
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$</b>	<b>277,610.65</b>

**TOTAL GROSS PAYROLL** **\$ 865,264.19**

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 OF MERCER ISLAND CERTIFICATION OF PAYROLL

**PAYROLL PERIOD ENDING**

**PAYROLL DATED**

**12.28.2018**

Net Cash	\$	-
Net Voids/Manuals	\$	18,987.81
<b>Net Total</b>	<b>\$</b>	<b>18,987.81</b>
Federal Tax Deposit - Key Bank	\$	2,220.22
Social Security and Medicare Taxes	\$	1,086.10
Medicare Taxes Only (Fire Fighter Employees)	\$	24.89
State Tax (Oregon)	\$	-
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	93.51
Public Employees Retirement System 3 (PERS 3)	\$	-
Public Employees Retirement System (PERSJM)	\$	-
Public Safety Employees Retirement System (PSERS)	\$	-
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	-
Regence & LEOFF Trust - Medical Insurance	\$	(120.24)
Domestic Partner/Overage Dependant - Insurance	\$	-
Group Health Medical Insurance	\$	-
Health Care - Flexible Spending Accounts	\$	-
Dependent Care - Flexible Spending Accounts	\$	-
United Way	\$	-
ICMA Deferred Compensation	\$	-
Fire 457 Nationwide	\$	-
Roth - ICMA	\$	-
Roth - Nationwide	\$	-
401K Deferred Comp	\$	-
Garnishments (Chapter 13)	\$	-
Tax Levy	\$	-
Child Support	\$	-
Mercer Island Employee Association	\$	-
Cities & Towns/AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	-
Fire Union - Supplemental Dues	\$	-
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	-
AFLAC - Supplemental Insurance Plans	\$	-
Coffee Fund	\$	-
Transportation	\$	-
HRA - VEBA	\$	-
Miscellaneous	\$	-
Nationwide Extra	\$	-
GET	\$	-
Oregon Transit Tax and Oregon Benefit Tax	\$	-
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$</b>	<b>3,304.48</b>
<b>TOTAL GROSS PAYROLL</b>	<b>\$</b>	<b>22,292.29</b>

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



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

**AB 5524  
January 15, 2019  
Consent Calendar**

<b>BOARDS &amp; COMMISSIONS CODE AMENDMENTS (2ND READING &amp; ADOPTION)</b>	<b>Action:</b> Adopt Ordinance No. 19C-01 amending Title 3 MICC related to Boards and Commissions and approving the revised application for Boards & Commissions.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
--	--	---

<b>DEPARTMENT OF</b>	City Manager (Ali Spietz)
<b>COUNCIL LIAISON</b>	Wendy Weiker Benson Wong
<b>EXHIBITS</b>	1. Ordinance No. 19C-01 2. Revised Boards & Commissions Application
<b>2018-2019 CITY COUNCIL GOAL</b>	6. Update Outdated Codes, Policies and Practices
<b>APPROVED BY CITY MANAGER</b>	

<b>AMOUNT OF EXPENDITURE</b>	\$	n/a
<b>AMOUNT BUDGETED</b>	\$	n/a
<b>APPROPRIATION REQUIRED</b>	\$	n/a

**SUMMARY**

At its December 18, 2018 meeting, the City Council reviewed the recommendations from the Boards and Commissions Council Ad Hoc Committee to:

- Revise the application form and cover page.
- Develop membership criteria for Planning Commission, Design Commission, Utility Board, and Arts Council.
- Propose code language for a new Parks & Recreation Commission.
- Propose code amendments for all boards and commissions for consistency (see [AB 5519](#)).

Following discussion and review of the proposed ordinance, the Council requested the following revisions to the code amendments:

- **Additional information regarding the alternate member position for Design Commission.**  
Staff recommends removing the language for an alternate member.
- **Rewrite the “Representation” section and remove reference to “geographic balance.”**  
The Representation section now reads: “An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city’s diverse community. Appointed members shall represent the public interest and not specific interest groups.”

- **Rewrite the “Appointment” section regarding how members are appointed to boards and commissions and remove reference to “political affiliations.”**

The Appointment section now reads: “Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.” And the Number section refers to all positions as non-partisan.

- **Update the “Purpose – Function and jurisdiction” and “Comprehensive Plan – Responsibilities” sections in the Planning Commission chapter.**  
Staff recommends deleting the “Instruction of members” and “Comprehensive Plan – Responsibilities” sections and amending the “Purpose – Function and jurisdiction” section as follows:

The planning commission shall serve in an advisory capacity to the City Council and have the following duties and responsibilities:

- A. Review and make recommendations on amendments to the comprehensive plan;
- B. Review and make recommendations on amendments to development regulations;
- C. Hold public hearings in the exercise of its duties and responsibilities;
- D. Such other duties as may be assigned by the City Council or established by local ordinance or State statute.

- **Add “;however, a broad mix of occupational backgrounds is desired.” to the “Qualifications” section in the Planning Commission chapter.**

The revisions from first reading to second reading are highlighted in yellow in Exhibit 1. Exhibit 2 is the revised Boards and Commissions Application Form for approval, with changes highlighted in yellow.

Staff recommends adoption of these code amendments and the revised application.

**RECOMMENDATION**

*Assistant to the City Manager*

MOVE TO: Adopt Ordinance No. 19C-01 amending Title 3 MICC regarding membership criteria for the Design Commission, Planning Commission, Utility Board and Arts Council and creating a Parks & Recreation Commission and approve the revised Boards & Commissions application.

**CITY OF MERCER ISLAND  
ORDINANCE NO. 19C-01**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON, AMENDING CHAPTERS 3.34 DESIGN COMMISSION, 3.46 PLANNING COMMISSION, 3.52 UTILITY BOARD, AND 3.55 MERCER ISLAND ARTS COUNCIL AND ADDING CHAPTER 3.53 PARKS & RECREATION COMMISSION; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, there is inconsistency in the codes that establish and govern each of the City's advisory boards and commissions; and

WHEREAS, the Boards & Commissions Council Ad Hoc Committee was tasked with developing criteria for the code for each of the boards and commissions; and

WHEREAS, the Boards & Commissions Council Ad Hoc Committee and staff met throughout 2018 to draft and recommend proposed changes to the code sections; and

WHEREAS, at its June 9 Mini-Planning Session, the City Council asked staff to research the creation and administration of a new Parks & Recreation Commission with the sunseting of the Parks & Recreation Council Subcommittee; and

WHEREAS, membership, members, appointment, removal and vacancy sections were created or amended to provide consistency to the City's boards and commissions; and

WHEREAS, the City Council considered the proposed amendments on December 18, 2018 (first reading) and January 15, 2019 (second reading);

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

**Section 1:**     **Title 3 MICC, Personnel, Amended.** Chapters 3.34 Design Commission, 3.46 Planning Commission, 3.52 Utility Board, and 3.55 Mercer Island Arts Council MICC are hereby amended in Title 3 MICC, Personnel, as follows:

**Chapter 3.34  
DESIGN COMMISSION**

Sections:

- 3.34.010     Established.
- 3.34.020     Purpose – Function and jurisdiction.
- 3.34.030     Membership.
- 3.34.040     Meetings - Organization

**3.34.010   Established.**

There is established a design commission as provided for below and which shall have the further powers, duties and functions as provided in MICC 19.15.220.

### **3.34.020 Purpose – Function and jurisdiction.**

As provided and further elaborated in MICC 19.15.220, no building permit or other required permit shall be issued by the city for any regulated improvement without prior approval of the design commission, and no significant changes shall be made in or to an architectural feature of any regulated improvement without the prior approval of the design commission.

### **3.34.030 Membership.**

#### **A. Qualifications.**

**1. Specialists.** To achieve broad-based representation, there shall be appointed at least one member from each of the following specialties: architecture, landscape architecture, urban planning, and civil engineering. To qualify for appointment, it shall be demonstrated that the applicant's primary work-related experience has been in the particular field for which he/she is appointed. If no certified specialists seek or are available for appointment, persons who are knowledgeable in matters of design and aesthetic judgment by training, education, and/or experience shall be appointed.

**2. Lay Members.** In addition to the members representing the specialties identified above, there shall be at least two lay members. One of the lay members must own property or a business within the city's business or commercial areas.

**3. Representation.** An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city's diverse community. Appointed members shall represent the public interest and not specific interest groups.

#### **B. Members.**

**1. Number.** The design commission shall consist of seven members, serving in non-partisan positions.

**2. Residency.** City residency is preferred, but not required. A nonresident member must own property that is situated in or a business whose principal office is located within the city's business or commercial areas during the nonresident member's term; if the nonresident member sells their property or business during their term, they must promptly resign (but in no event later than thirty days after the closing of such sale). At least five of the members shall be city residents.

**3. Term.** The term of each member is four years and expires on May 31 of the last year of the term or until the member's successor is appointed. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring in successive years: Positions 1 and 2; Positions 3 and 4; Position 5; Positions 6 and 7.

**4. Term Limits.** No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive term limit.

**5. Staff Liaison.** The city manager shall appoint a staff liaison to assist with support services for the design commission. Such staff support shall include, but not be limited to, the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

**C. Appointment.** Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.

**D. Removal.** Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absences from more than three (3) consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.

**E. Vacancies.** Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as appointments described previously herein.

**3.43.040 Meetings – Organization.**

The design commission shall determine the time and place of its meetings and other rules and regulations, which shall be on file with the city clerk.

**Chapter 3.46**

**PLANNING COMMISSION**

Sections:

- 3.46.010 Established.
- 3.46.020 Purpose – Function and jurisdiction.
- 3.46.030 Membership.
- 3.46.040 Meetings – Organization.

**3.46.010 Established.**

There is established a commission to be known as the “planning commission.”

**3.46.020 Purpose – Function and jurisdiction.**

The planning commission shall serve in an advisory capacity to the City Council and have the following duties and responsibilities:

- A. Review and make recommendations on amendments to the comprehensive plan;
- B. Review and make recommendations on amendments to development regulations;
- C. Hold public hearings in the exercise of its duties and responsibilities; and
- D. Such other duties as may be assigned by the City Council or established by local ordinance or State statute.

**3.46.030 Membership.**

**A. Qualifications.**

1. Applicants who have an interest in environmental affairs, planning, land use, property development, and/or economic development as evidenced by training, experience, or actions will be given preference for appointment; however, a broad mix of occupational backgrounds is desired.

2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city's diverse community. Appointed members shall represent the public interest and not specific interest groups.

## **B. Members.**

1. **Number.** The planning commission shall consist of seven members, serving in non-partisan positions.

2. **Residency.** City residency is required.

3. **Terms.** The term of each member is four years and expires on May 31 of the last year of the term or until the member's successor is appointed. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring in successive years: Positions 1 and 2; Positions 3 and 4; Position 5; Positions 6 and 7.

4. **Term Limits.** No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive term limit.

5. **Staff Liaison.** The city manager shall appoint a staff liaison to assist with support services for the planning commission. Such staff support shall include, but not be limited to, the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

**C. Appointment.** Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.

**D. Removal.** Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absences from more than three (3) consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.

**E. Vacancies.** Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as described previously herein.

### **3.46.040 Meetings – Organization.**

The planning commission shall determine the time and place of its meetings and other rules and regulations, which shall be on file with the city clerk.

## **Chapter 3.52 UTILITY BOARD**

Sections:  
3.52.010 Established.



- 3.52.020 Purpose – Function and jurisdiction.
- 3.52.030 Membership.
- 3.52.040 Meetings – Organization.

**3.52.010 Established.**

There is established an advisory citizens committee to be known as the “utility board.”

**3.52.020 Purpose – Function and jurisdiction.**

A. The purpose of the board shall be to advise the city council on issues related to utilities. These issues might include such items as proposed modifications to utility rate structures and policy issues regarding storm drainage. In January of each year the board shall present to the city council, for approval, a proposed program of work to be accomplished by the board in the upcoming year.

B. The board shall have such further duties as may from time to time be assigned to it by the city council.

**3.52.030 Membership.**

**A. Qualifications.**

1. Applicants who have an interest in utilities, finance, and/or knowledge of municipal processes as evidenced by training, experience or actions will be given preference for appointment; however, a broad mix of occupational backgrounds is desired.

2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city’s diverse community. Appointed members shall represent the public interest and not specific interest groups.

**B. Members.**

1. **Number.** The utility board shall consist of seven members, serving in non-partisan positions.

2. **Residency.** City residency is required.

3. **Terms.** The term of each member is four years and expires on May 31 of the last year of the term or until the member’s successor is appointed and qualified. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring in successive years: Positions 1 and 2; Positions 3 and 4; Position 5; Positions 6 and 7.

4. **Term Limits.** No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive term limit.

5. **Staff Liaison.** The city manager shall appoint a staff liaison to assist with support services for the utility board. Such staff support shall include, but not be limited to, the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

6. **Council Liaison.** The mayor and deputy mayor shall annually designate one councilmember to act as liaison between the city council and the utility board.

**C. Appointment.** Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.

**D. Removal.** Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absence from more than three (3) consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.

**E. Vacancies.** Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as described previously herein.

**3.52.040 Meetings – Organization.**

The utility board shall determine the time and place of its meetings and other rules and regulations, which shall be on file with the city clerk.

**Chapter 3.55  
MERCER ISLAND ARTS COUNCIL**

Sections:

- 3.55.010 Established.
- 3.55.020 Purpose – Function and jurisdiction.
- 3.55.030 Membership.
- 3.46.040 Meetings – Organization.
- 3.55.050 1% for art in public places fund.

**3.55.010 Established.**

There is established a municipal arts council for the city of Mercer Island which shall be known as the “Mercer Island arts council.”

**3.55.020 Purpose - Function and jurisdiction.**

A. The purpose of the Mercer Island arts council is to advise and make recommendations to the city council and any other board or commission of the city on matters including, but not limited to those set forth herein.

B. In fulfillment of its purpose, the duties and responsibilities of the Mercer Island arts council shall be to:

1. Develop the arts and culture plan as a component of the city’s comprehensive plan and provide recommendations on periodic updates to the plan as directed by the city council.
2. Provide a forum for the community to express their views on arts and culture and serve as a central body to promote, develop, stimulate, and encourage arts organizations, artists and arts participation in the city.
3. Establish guidelines for the commissioning, selection and placement of permanent or temporary works of art in the city.

4. Review the suitability and advise on the acceptance of art works intended as gifts to the city.
5. Participate in the selection of artists and performers for programs and events sponsored by the Mercer Island arts council.
6. Support and foster an inclusive arts community that embraces the cultural diversity of its citizens and recognizes their contributions to the cultural landscape, including honoring and featuring local artists.
7. Explore opportunities to obtain private, local, state and/or federal funds to promote arts and cultural opportunities in the city.
8. Facilitate communication and cooperation with existing organizations including schools, businesses, non-profits, art organizations, foundations and other community groups to bring artists and audiences together.
9. Advise on other matters as directed by the city council.

### **3.55.030 Membership.**

#### **A. Qualifications.**

1. Applicants who have an interest in the performing, visual, literary and other arts, culture, and heritage programs, projects, and/or events as evidenced by training, experience or actions will be given preference for appointment; however, a broad mix of occupational backgrounds and experiences is desired.

2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city's diverse community. Appointed members shall represent the public interest and not specific interest groups.

#### **B. Members.**

1. **Number.** The Mercer Island arts council shall consist of nine members, serving in non-partisan positions.

2. **Residency.** City residency is required.

3. **Terms.** The term of each member is four years and expires on May 31 of the last year of the term or until the member's successor is appointed and qualified. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring in successive years: Positions 1, 2 and 3; Positions 4 and 5; Positions 6 and 7; Positions 8 and 9.

4. **Term Limits.** No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive term limit.

5. **Staff Liaison.** The city manager shall appoint a staff liaison to assist with support services for the Mercer Island arts council. Such staff support shall include, but not be limited to,

the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

**6. Council Liaison.** The mayor and deputy mayor shall annually designate one councilmember to serve as a liaison between the city council and the Mercer Island arts council.

**C. Appointment.** Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.

**D. Removal.** Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absence from more than three (3) consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.

**E. Vacancies.** Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as described previously herein.

**3.46.050 Meetings – Organization.**

The Mercer Island arts council shall determine the time and place of its meetings and other rules and regulations, which shall be on file with the city clerk.

**3.55.040 1% for art in public places fund.**

The Mercer Island arts council shall recommend projects to the city council, using appropriations from qualifying capital improvements projects that are pooled into the 1% for art in public places fund, in accordance with MICC 4.40.200(F) and (H).

**Section 2:** **Chapter 3.53 MICC, Parks & Recreation Commission, Adopted.** A new chapter 3.53 MICC, Code of Ethics, is hereby adopted in title 3 MICC, Personnel, as follows:

**Chapter 3.53  
PARKS & RECREATION COMMISSION**

Sections:

- 3.53.010 Established.
- 3.53.020 Purpose – Function and jurisdiction.
- 3.53.030 Membership.
- 3.53.040 Meetings – Organization.

**3.53.010 Established.**

There is established a commission to be known as the “parks & recreation commission.”

**3.53.020 Purpose – Function and jurisdiction.**

A. The purpose of the parks & recreation commission is to serve in a policy advisory capacity to the city council and any other board or commission of the city on matters including, but not limited to, those set forth herein.

B. In fulfillment of its purpose, the duties and responsibilities of the parks & recreation commission shall be to:

1. Develop the parks, recreation and open space (PROS) plan as a component of the city's comprehensive plan and provide recommendations on periodic updates to the plan as directed by the city council.
2. Provide a forum for the community to express their views on parks and recreation programs, services, and facilities.
3. Advise and prepare recommendations on master plans for parks, trails, open space areas, and other recreation facilities and advise on the acquisition of park property.
4. Make recommendations on the proposed budget for parks and recreation, pertaining only to programs, levels of service, and capital improvement projects.
5. Promote park and recreation activities within the city.
6. Support and foster inclusive programs and services that embrace and enhance the cultural diversity of the community.
7. Explore opportunities to obtain private, local, state, and/or federal funds to support parks and recreation programs, services and facilities.
8. Facilitate communication and cooperation with existing organizations including schools, businesses, non-profits, organizations, foundations, and other community groups to collaborate on the delivery of parks and recreation services.
9. Provide a forum for the community to express their views regarding library services on Mercer Island and serve in an advisory capacity to the King County Library System.
10. Advise on other matters as directed by the city council.

**A. Qualifications.**

1. Applicants who have an interest in park planning, recreation, athletics, urban forestry, environmental stewardship, and library programs as evidenced by training, experience or actions will be given preference for appointment; however, a broad mix of occupational backgrounds and experiences is desired.
2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above and reflect the city's diverse community. Appointed members shall represent the public interest and not specific interest groups.

**B. Members.**

1. **Number.** The parks & recreation commission shall consist of seven members, serving in non-partisan positions.
2. **Residency.** City residency is required.
3. **Terms.** The term of each member is four years and expires on May 31 of the last year of the term or until the member's successor is appointed and qualified. The year of expiration of

the terms of the positions shall be staggered with the following groups of positions expiring in successive years: Positions 1 and 2; Positions 3 and 4; Position 5 and 6; Position 7.

**4. Term Limits.** No member shall serve more than two consecutive terms. If a member is appointed to a vacancy with two or more years remaining on the term, that term will be deemed a full term. If a member is appointed to a vacancy with less than two years remaining in the term, that term will not count toward the two-consecutive term limit.

**5. Staff Liaison.** The city manager shall appoint a staff liaison to assist with support services for the parks and recreation commission. Such staff support shall include, but not be limited to, the development of work plans and schedules, guidelines and procedures, correspondence, and agenda preparation and distribution.

**6. Council Liaison.** The mayor and deputy mayor shall annually designate one councilmember to act as liaison between the city council and the parks and recreation commission.

**C. Appointment.** Members shall be recommended by the mayor and deputy mayor subject to appointment by the city council. Members shall serve without compensation.

**D. Removal.** Members may be removed by the mayor and deputy mayor, with the concurrence of the city council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absences from more than three (3) consecutive regular meetings. The decision of the city council shall be final and there shall be no appeal therefrom. Members finding themselves unable to regularly attend meetings are expected to resign and notify the chair and staff liaison.

**E. Vacancies.** Vacancies occurring other than through the expiration of terms shall be filled for the unexpired terms in the same manner as described previously herein.

### **3.53.040 Meetings – Organization.**

The parks and recreation commission shall determine the time and place of its meetings and other rules and regulations, which shall be on file with the city clerk.

**Section 3:** **Severability.** If any section, sentence, clause or phrase of this Ordinance or any municipal code section amended hereby should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause or phrase of this Ordinance or the amended code section.

**Section 4:** **Publication and Effective Date.** A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City. This Ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Mercer Island, Washington at its regular meeting on the 15th day of January 2019 and signed in authentication of its passage.

CITY OF MERCER ISLAND

\_\_\_\_\_  
Debbie Bertlin, Mayor

Approved as to Form:

ATTEST:

\_\_\_\_\_  
Kari L. Sand, City Attorney

\_\_\_\_\_  
Deborah A. Estrada, City Clerk

Date of Publication: \_\_\_\_\_



# CITY OF MERCER ISLAND

## Advisory Board or Commission Application Process

Thank you for your interest in serving the Mercer Island community on a City advisory board or commission. Please carefully review the information below, complete the application, and return it to the City Clerk's Office.

**Members shall be recommended by the Mayor and Deputy Mayor subject to appointment by the City Council.** Generally, terms run June 1 through May 31, for a four-year period. **Members shall serve without compensation.**

### Applicant Requirements

Candidates must be current residents of Mercer Island, unless otherwise specified (Design Commission). In addition, applicants meeting the criteria and/or qualifications will be strongly considered for appointment.

### Application Process

If you meet the above requirements and want to apply, you must submit an application form (PDF). You may submit applications for specific boards or commissions regardless whether there are current vacancies or expiring positions. You may submit one application for multiple advisory boards or commissions of interest to you.

If you are appointed, you will receive a letter from the Mayor indicating the term of your appointment. The department responsible for staffing the board or commission will contact you for orientation and provide you notice of the first meeting.

All applications are retained in the City Clerk's Office for only two years and during this two-year period you may be contacted if there is a vacancy or during the annual recruitment process to determine if you would like to be considered for appointment.

In most cases, members fulfilling their responsibilities are eligible for reappointment consideration to an additional term. While reappointments often occur to provide continuity and maintain a knowledgeable membership, reappointments are not guaranteed.

### Appointment Process

- 1 Available positions are advertised.
- 2 Once the application deadline has passed, staff liaisons review the applications and requests for reappointments and make a recommendation to the Mayor and Deputy Mayor.
- 3 Staff liaison recommendations and all applications are forwarded to the Mayor and Deputy Mayor and the entire City Council.
- 4 Based upon the applications, Councilmembers communicate any recommendations for appointment to the Mayor and Deputy Mayor.
- 5 The Mayor and Deputy Mayor review the applications, staff liaison recommendations, and Councilmember recommendations and forward appointment recommendations to the City Clerk.
- 6 The City Clerk prepares an agenda bill on behalf of Mayor and Deputy Mayor stating the Mayor and Deputy Mayor's recommendations for appointment and includes it in the next agenda packet.
- 7 The appointment agenda bill is sent to all applicants informing them of the Mayor and Deputy Mayor's recommendations; subject to **appointment** by the City Council.
- 8 At the next City Council meeting, the City Council **appoints** or modifies the Mayor and Deputy Mayor's recommendation for appointment by motion and vote.
- 9 Letters are sent to all applicants either informing them that they were appointed or thanking them for applying. Staff liaisons contact new appointees in advance of first meeting.

*Please be advised that personal information provided on this form may be disclosed to requestors under the Public Records Act (RCW 42.56).*





# CITY OF MERCER ISLAND

## Advisory Board or Commission Application

Please complete the entire application to assist the City with the appointment process.

**I am interested in the following Board(s)/Commission(s):**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Mercer Island Arts Council | <input type="checkbox"/> Parks & Recreation Commission | <input type="checkbox"/> Open Space Conservancy Trust Board |
| <input type="checkbox"/> Design Commission          | <input type="checkbox"/> Planning Commission           | <input type="checkbox"/> Utility Board                      |

<b>Name</b>	_____	<b>Home Phone</b>	_____
<b>Address</b>	_____	<b>Cell Phone</b>	_____
	_____	<b>Work Phone</b>	_____
<b>Email</b>	_____		

*(If you need more space, please attach additional sheets)*

**Please provide brief background information about yourself including job experience, education, hobbies, and special areas of interest:**

**What special skills or experience do you have to contribute to this particular board or commission?**

**What community or volunteer activities or events have you participated in during the past few years?**

Have you previously served on one of our boards or commissions?  Yes  No If yes, please explain:

Why are you seeking appointment to this particular board or commission?

In order to learn more about you and your experiences, please attach a resume (if you have one).

- City Advisory Boards and Commissions require regular attendance of members to be able to conduct business. By checking this box, I am acknowledging that I have reviewed the meeting schedule for the boards or commissions I am applying for and confirm that I am committing to attend regularly scheduled meetings.**

**ARTS COUNCIL:** Second Wednesday of each month at 6:30 pm at the Community Center.

**PARKS & RECREATION COMMISSION:** Starting June 2019. Meeting date, time and location TBD.

**DESIGN COMMISSION:** Second and fourth Wednesday of the month at 7:00 pm in the City Hall Council Chambers.

**PLANNING COMMISSION:** First and third Wednesday of each month at 6:00 pm in the City Hall Council Chambers.

**OPEN SPACE CONSERVANCY TRUST BOARD:** Third Thursday of Jan, Mar, May, Jul, Sep, & Nov at 6:00 pm (as needed) in the City Hall Council Chambers.

**UTILITY BOARD:** Second Tuesday of the month at 7:00 pm (as needed) in the City Hall Council Chambers.

Do you or a family member have financial interest in, or are you an employee or officer of any business or agency which does business within the City of Mercer Island?  Yes  No If yes, please explain:

- By checking this box, I have no known potential conflicts of interest in serving on the boards and/or commissions selected above. If you may have a conflict of interest, please attach a disclosure statement.**
- By checking this box, I certify that I have read and understand the City's Code of Ethics Statement and Guidelines. If appointed, you will be required to sign the Code of Ethics Statement.**
- By checking this box, I certify all information provided is true and correct to the best of my knowledge.**

Questions? Please contact City Clerk Deb Estrada at 206-275-7793 or [deb.estrada@mercergov.org](mailto:deb.estrada@mercergov.org).

**Applications can be returned via email, dropped off or mailed to City Hall at  
9611 SE 36<sup>th</sup> Street, Mercer Island, WA 98040.**



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5523
January 15, 2019
Consent Calendar

SE 22ND ST & SE 22ND PL WATER SYSTEM IMPROVEMENTS PROJECT BID AWARD
Action: Award the project.
Discussion Only, Action Needed: Motion, Ordinance, Resolution

Table with 2 columns: Category and Value. Rows include DEPARTMENT OF (Public Works), COUNCIL LIAISON (n/a), EXHIBITS (Vicinity Map), 2018-2019 CITY COUNCIL GOAL (n/a), and APPROVED BY CITY MANAGER.

Table with 4 columns: Category, Water, Streets, TOTAL. Rows include AMOUNT OF EXPENDITURE, AMOUNT BUDGETED, and APPROPRIATION REQUIRED.

SUMMARY

Substandard watermain replacements remain a City priority, as identified in the 2015 Water System Plan. The watermain replacement project on SE 22nd Street and SE 22nd Place was originally identified as a priority replacement project during the development of the 2015-2020 Capital Improvement Program (CIP) in 2014.

The watermain on SE 22nd Street and SE 22nd Place were installed in the 1950s and 1960s and have a history of breaks. Under this project, the existing water main pipe (2,350 feet of 6-inch cast-iron and 1.5-inch galvanized iron watermain) will be replaced with 8" ductile iron pipe and the 2-port fire hydrants will be upsized to 3-ports.

Design work started in the fall of 2017. At 60% design, the project was placed on a temporary hold. As part of the 2017-2023 CIP, construction of the SE 22nd Street & SE 22nd Place Water System Improvements project was originally scheduled for 2018.

more closely align with the King County sewer project. The SE 22<sup>nd</sup> Street & SE 22<sup>nd</sup> Place Water System Improvement project was repackaged and approved by Council as part of the 2019-2024 CIP and 2019-2020 adopted budget.

Project design resumed in June 2018. The design was finalized in early November and the project was advertised for bids in mid-November 2018. Construction for the SE 22<sup>nd</sup> St – SE 22<sup>nd</sup> PI Water System Improvements project is anticipated to begin in early 2019.

The project is divided into Schedule A and Schedule B as described below:

- **Schedule A:** The replacement and installation of approximately 2,400 feet of watermain, 6 fire hydrants, 55 water services, and other water system components on SE 22<sup>nd</sup> St, SE 22<sup>nd</sup> PI, and 77<sup>th</sup> Ave SE as shown on the Vicinity Map (Exhibit 1). Also included in this Schedule are minor storm drainage improvements and roadway restoration.
- **Schedule B:** Full width pavement restoration (following the water system improvements) on 77<sup>th</sup> Ave SE, south of SE 22<sup>nd</sup> St. The full width paving for this street is much needed due to its deteriorating conditions (rated as “very poor”) according the latest Pavement Condition Index Score.

Nine (9) construction bids were received and opened on Tuesday, December 4, 2018. Table 1 below shows the bid results:

TABLE 1: BID RESULTS

COMPANY NAME	SCHEDULE A (note 1) WATER SYSTEM	SCHEDULE B RESIDENTIAL STREET	TOTAL BID AMOUNT	REMARKS
Rino Construction	\$ 727,337.60	\$ 107,731.00	\$ 835,068.60	
CR Construction	\$ 774,357.52	\$ 126,480.60	\$ 900,838.12	note 2
RRJ, LLC	\$ 794,209.58	\$ 113,631.73	\$ 907,841.31	note 2
KC Equipment, LLC	\$ 821,782.50	\$ 99,190.00	\$ 920,972.50	
B & B Utilities and Excavating Laser Underground & Earthwork	\$ 872,990.25	\$ 131,000.00	\$ 1,003,990.25	
R. L. Alia company	\$ 951,362.50	\$ 157,300.00	\$ 1,108,662.50	
Mike McClung Construction	\$ 1,036,337.50	\$ 126,370.00	\$ 1,162,707.50	
Bayshore Concrete LLC	\$ 1,194,539.12	\$ 143,620.02	\$ 1,338,159.14	note 2
ENGINEER'S ESTIMATE	\$ 808,286.00	\$ 143,257.00	\$ 951,543.00	

note 1:bid amount shown under SCHEDULE A includes Washington State Sales Tax of 10% (per WAC 458-20-170)

note 2: total bid amount corrected for math errors (on extended amount)

The successful responsive low bidder, Rino Construction (Rino), has completed water utility work on private development projects on the Island previously. At staff’s request, Rino submitted a project experience portfolio including references for City review and verification. The submittal confirms that Rino has completed projects of similar scope and size in recent years within the City of Renton and the City of Bellevue and received excellent reviews by these agencies. A review of the Labor and Industries (L&I) website confirms Rino Construction is a contractor in good standing with no license violations, outstanding lawsuits, or L&I tax debt. Accordingly, staff recommends awarding both schedules of the SE 22<sup>nd</sup> Street & SE 22<sup>nd</sup> Place Water System Improvement project to Rino Construction.

## Project Budget

A breakdown of the project costs, including total construction contract, construction contingency, project management, consultant's construction support, and inspection is summarized in Table 2 below

TABLE 2: TOTAL PROJECT BUDGET

SE 22ND ST - SE 22ND PL WATER SYSTEM IMPROVEMENTS	SCHEDULE A WATER SYSTEM	SCHEDULE B RESIDENTIAL STREET	TOTAL
Construction	\$ 661,216	\$ 107,731	\$ 768,947
<u>Sales Tax @ 10% (Schedule A only)</u>	<u>\$ 66,122</u>	<u>\$ -</u>	<u>\$ 66,122</u>
Contract Award to Rino Construction	\$ 727,338	\$ 107,731	\$ 835,069
Contingency - 20% Util & 10% Streets	\$ 145,468	\$ 10,773	\$ 156,241
Design Services (completed in 2017 & 2018)	\$ 114,000		\$ 114,000
Construction Support Services	\$ 19,500		\$ 19,500
Project Management/Utility Team	\$ 51,000	\$ 5,000	\$ 56,000
Inspection Services	\$ 60,000	\$ 8,000	\$ 68,000
<b>Total Project Budget</b>	<b>\$ 1,117,305</b>	<b>\$ 131,504</b>	<b>\$ 1,248,809</b>
2017 - 2018 Budget - Water (Design)	\$ 111,000		\$ 111,000
2019 Budget - Water (Construction)	\$ 1,118,000		\$1,118,000
2019 Budget - Residential Streets		\$ 132,000	\$ 132,000
<b>Total Budget</b>	<b>\$ 1,229,000</b>	<b>\$ 132,000</b>	<b>\$1,361,000</b>
<b>Budget Appropriation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Construction is scheduled to begin in early February and is expected to be complete by mid-May 2019.

## RECOMMENDATION

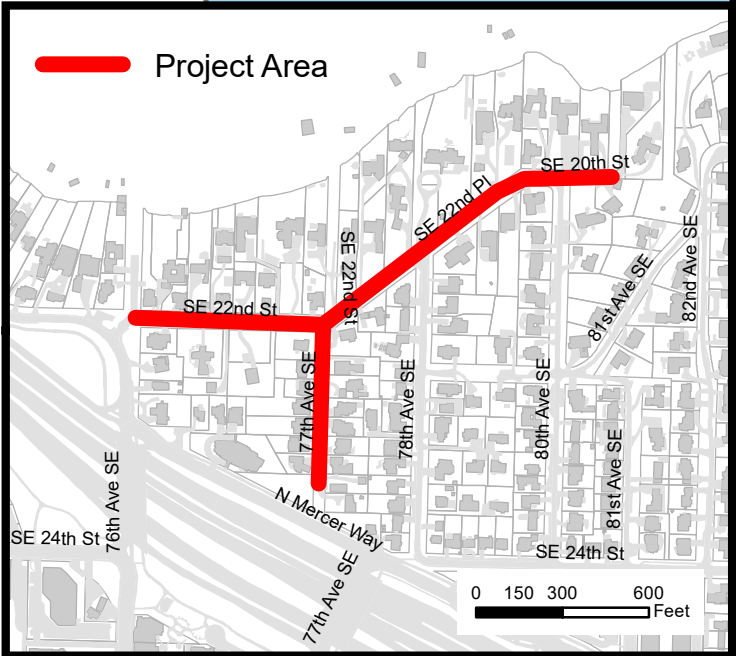
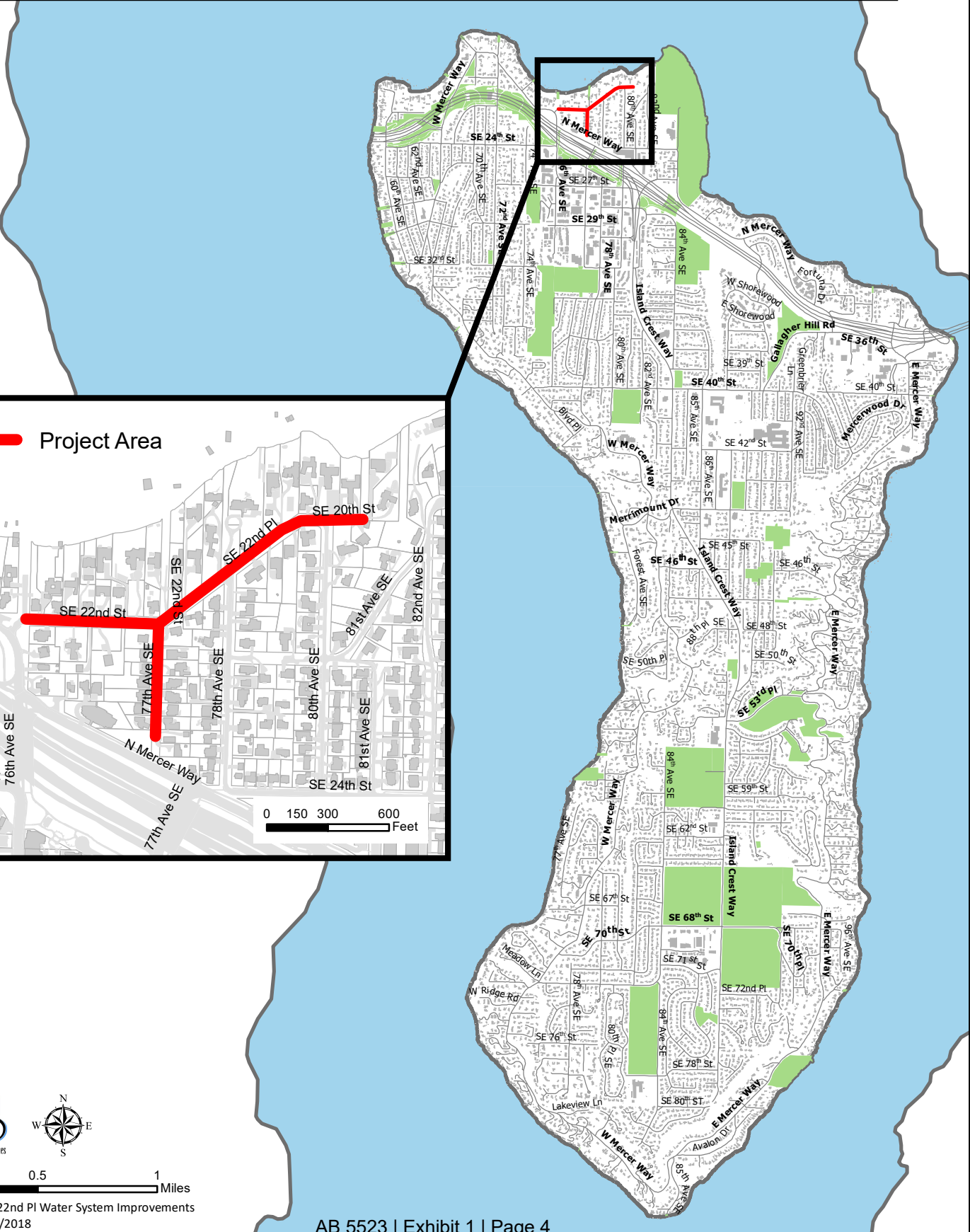
### *Utilities Engineer*

MOVE TO: Award the SE 22<sup>nd</sup> Street & SE 22<sup>nd</sup> Place Water System Improvements project to Rino Construction in the amount of \$835,068.60, set the total project budget at \$1,248,809, and direct the City Manager to execute the construction contract.

# City of Mercer Island

## SE 22nd St - SE 22nd Pl Water System Improvements Project

### Vicinity Map





BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5527
January 15, 2019
Regular Business

MEMORANDM OF UNDERSTANDING
("MOU") FOR THE PROPOSED
COMMUTER PARKING & TOWN CENTER
MIXED-USE PROJECT

Action:
Pass Resolution No. 1558, authorizing
the City Manager to negotiate a MOU
exclusively with MainStreet Property
Group LLC for the Proposed
Commuter Parking & Town Center
Mixed-Use Project.

- Discussion Only
Action Needed:
Motion
Ordinance
Resolution

Table with 2 columns: Category and Value. Rows include DEPARTMENT OF (City Manager), COUNCIL LIAISON (n/a), EXHIBITS (1. Resolution No. 1558), 2018-2019 CITY COUNCIL GOAL (n/a), and APPROVED BY CITY MANAGER.

Table with 3 columns: Category, Amount, and Value. Rows include AMOUNT OF EXPENDITURE, AMOUNT BUDGETED, and APPROPRIATION REQUIRED, all with values of \$ n/a.

SUMMARY

BACKGROUND

In anticipation of the impacts of the closure of the I-90 reversible center roadway, the City reached a Settlement Agreement with Sound Transit (see AB 5346), which provides \$10.05 million toward projects to offset the impacts of the East Link light rail project.

At its meeting on June 5, 2018, the City Council authorized the City Manager to execute a Purchase and Sale Agreement with the Parkway Management Group, et al., to acquire the former Tully's property, located at 7810 SE 27th Street (see AB 5434).

For the City to provide commuter parking for its residents, the Settlement Agreement limits Sound Transit's contribution to a minority share (49 percent) of the overall development costs, meaning the City is

responsible for the remaining and majority costs (51 percent) of the parking facility. The City intends to use the value of Parcel 12 at Sunset Highway as its match against the Sound Transit funds. In addition, the City would like to leverage its current land on Sunset Highway, future acquisition of the Tully's property, and the development rights on these combined parcels to a developer in efforts to reduce the taxpayers' contribution that would otherwise be required to support transit commuter parking construction costs in excess of the City's land contribution and Sound Transit's funding contribution.

The City contemplates owning the underground public parking spaces, which would be built by a developer, and the developer would own and operate the above-ground, mixed-use development based on the City's Town Center vision and regulations and public input.

This public-private partnership presents an opportunity to significantly reduce a City contribution of funds (other than the Sound Transit contribution) by utilizing City-owned land in a key geographic location that supports long-term, transit commuter parking for Mercer Island.

### **REQUEST FOR QUALIFICATIONS (RFQ) FINALISTS**

While the City has yet to close on the Tully's property, it was determined that early involvement, through a Request For Qualifications process, with a reputable developer to design and construct a commuter parking and mixed-use project will increase the likelihood the project will be on-time and on-budget.

Council reviewed draft RFQ criteria and the selection process at its July 17, 2018 meeting (see [AB 5444](#)), and subsequently approved the RFQ at its August 28, 2018 meeting (see [AB 5459](#)). Staff issued the [RFQ](#) on August 30, 2018. The RFQ attracted the interest of nine qualified development teams, and from the initial submittals, the Evaluation Committee selected five development teams as the most qualified. These five teams were invited to participate in interviews and a community open house held on October 22, 2018. The Interview Committee made a preliminary recommendation of two finalists, which was finalized based on additional due diligence conducted by City staff and the City's consultant (see [AB 5499](#)).

Following a thorough evaluation, interview and reference checking process, the City has narrowed the field of potential commuter parking and mixed-use development partners to two finalists: MainStreet Property Group LLC and Shelter Holdings / Weinstein A+U. On November 26, 2018, both teams made presentations and received questions from the City Council.

### **JOINT PROPOSAL**

In early December, the two finalists, MainStreet Property Group LLC and Shelter Holdings / Weinstein A+U, met with City staff to propose a joint proposal to merge both organization's proposals. As a result of these discussions, MainStreet Property Group LLC ("MainStreet") will be the developer of the project, and Weinstein A+U will join the MainStreet team as the lead architect and planner. GGLO Design will remain on the MainStreet team as the interior designer for the project.

### **MEMORANDUM OF UNDERSTANDING**

The next step in the process is for the City Council to authorize the City Manager to develop a non-binding Memorandum of Understanding ("MOU") between the City and MainStreet. The MOU will establish that the City is entering exclusive negotiations with MainStreet for a defined period. The exclusivity provision is the only binding provision of the MOU.

The MOU will identify, at a minimum, the following high-level terms that will allow the Project to move from concept to design under a practical cost model and business plan and will include a community outreach and engagement component that will inform Project design.



- Project Objectives, which include:
  - Achieving a minimum of 100 dedicated and up to 50 shared commuter parking spaces for the least cost to Mercer Island taxpayers as part of an aesthetically-pleasing, well-designed, gateway mixed-use development; and
  - The potential provision of a Mercer Island Center for the Arts (“MICA”) theater and performance space, provided the inclusion is feasible and MICA meets its funding milestones to construct, operate, and maintain its portion of the Project as determined by MainStreet.
- Community Outreach Plan that identifies opportunities for continued community engagement at various points throughout the process, such as design charrettes, open houses, and Design Commission review.
- Public Amenities and Infrastructure.
- Required MainStreet Responsibilities and Commitments.
- Required City Responsibilities and Commitments.
- Coordination of Contamination Remediation for the Project Site.
- Coordination of Adjacent WSDOT Property.
- Project Requirements, including but not limited to property acquisition and land use entitlements.
- Project Schedule.
- Closing / Real Estate Deal Terms to be memorialized and included in a future development agreement or other legally-binding contract between the City and MainStreet that will result in the desired development on the Project Site.

The City Manager will periodically brief the Council on the progress of the MOU negotiations, and the Council will be responsible for reviewing and approving the MOU.

Additionally, MICA will negotiate agreements separately and directly with Mainstreet that satisfy their goals and objectives.

It is anticipated that the MOU negotiation process may take six to nine months to complete.

## **RECOMMENDATION**

*City Manager*

MOVE TO: Pass Resolution No. 1558, authorizing the City Manager to negotiate a Memorandum of Understanding (“MOU”) exclusively with MainStreet Property Group LLC for the Proposed Commuter Parking & Town Center Mixed-Use Project, which MOU will be subject to future Council review and approval.

**CITY OF MERCER ISLAND  
RESOLUTION NO. 1558**

**A RESOLUTION OF THE CITY OF MERCER ISLAND, WASHINGTON,  
AUTHORIZING THE CITY MANAGER TO NEGOTIATE A MEMORANDUM OF  
UNDERSTANDING EXCLUSIVELY WITH MAINSTREET PROPERTY GROUP  
LLC FOR A PROPOSED COMMUTER PARKING AND TOWN CENTER MIXED-  
USE PROJECT**

WHEREAS, in 2008, voters approved a mass transit expansion proposal, Sound Transit 2 (ST2) that will add 36 miles of light rail to the system and Mercer Island will be served by the East Link extension; and

WHEREAS, Sound Transit's East Link includes 10 stations from Seattle's International District to Judkins Park, across I-90 to Mercer Island and South Bellevue, and through downtown Bellevue and the Bel-Red area to the Redmond Technology Station. When East Link opens in 2023, passengers will be able to ride almost 40 miles of fast, reliable light rail, from the Eastside to downtown Seattle and Northgate and to Sea-Tac Airport and Angle Lake; and

WHEREAS, of the 39 cities in King County, the City of Mercer Island is among the few jurisdictions that will be directly served by having a new light rail station in 2023; and

WHEREAS, respondents to a scientific, random community survey in April 2018 identified commuter parking as their top transportation priority; and

WHEREAS, on June 5, 2018, the Mercer Island City Council approved Resolution No. 1544, authorizing the City Manager to execute a purchase and sale agreement with Parkway Management Group et al. to purchase the real property at 7810 SE 27th Street ("Tully's Property"); and

WHEREAS, the City is evaluating the Tully's Property as a potential site for long-term, transit commuter parking; and

WHEREAS, to purchase the Tully's Property, the City plans on utilizing the funds provided by Sound Transit in accordance with the Settlement Agreement approved by the City Council on October 17, 2017 (AB 5346), which allows reimbursement of up to \$4.41 million towards the development of long-term, transit commuter parking; and

WHEREAS, to allow for preferential public parking for Mercer Island residents, the Settlement Agreement requires the City to fund the majority (51%) of the cost to construct up to 200 of such parking stalls; and

WHEREAS, contribution of City land qualifies as a cost contribution and will be leveraged to construct parking at the least possible cost to City taxpayers; and

WHEREAS, in April 2000, the Washington State Department of Transportation (WSDOT) deeded to the City several surplus parcels in Mercer Island as part of its I-90 Turnbacks (Quitclaim Deed, King County Recording No. 20000425001234, recorded on April 25, 2000); and

WHEREAS, included in the WSDOT deed was Parcel 12, an elongated section of land generally running east-west to the north of the Tully's Property containing a portion of Sunset

Highway and a minor portion of the Greta Hackett Outdoor Sculpture Gallery (“City’s Property”); and

WHEREAS, the City’s Property is adjacent to the future light rail station, providing a unique opportunity to construct an inviting gateway between the new light rail station and the Town Center for the benefit of the entire community; and

WHEREAS, the City Council contemplates that the City’s Property and the Tully’s Property will be a combined site (“Site”) for the proposed Commuter Parking and Town Center Mixed-Use Project (“Project”); and

WHEREAS, the Site is known to contain petroleum-based contaminants due to the historical use of the Tully’s Property as a gasoline service station, and the City and owners of the Tully’s Property are seeking funding assurance from BP/ARCO, the known polluter of the Site, to remediate the Site as part of its redevelopment; and

WHEREAS, the City conducted an open, competitive Request for Qualifications (“RFQ”) process seeking innovative and capable property developers to design and build the Project, and Council reviewed the draft RFQ criteria and selection process at its July 17, 2018 meeting (AB 5444); approved the RFQ process at its August 28, 2018 meeting (AB 5459); and interviewed top finalists at its November 26, 2018 meeting (AB 5499). This resulted in the selection of the top two consultants, MainStreet Property Group LLC and Shelter Holdings / Weinstein A+U;

WHEREAS, the top two finalists, MainStreet Property Group LLC and Shelter Holdings / Weinstein A+U announced a joint proposal to merge both organization’s proposals. As a result of the merger, MainStreet Property Group LLC (“MainStreet”) will be the developer of the Project, joined at this time by Weinstein A+U as the lead architect and planner and GGLO Design as the interior designer for the Project, consistent with the proposal submitted by MainStreet;

WHEREAS, MainStreet has a proven track-record partnering with local jurisdictions to develop unique, sustainable mixed-use communities on the Eastside; and

WHEREAS, the Mercer Island Center for the Arts (“MICA”) has expressed its desire to negotiate a separate agreement with MainStreet to develop a theatre and performance space as part of the Project, subject to the feasibility of such inclusion and MICA obtaining sufficient funding and negotiating acceptable development terms with MainStreet; and

WHEREAS, the next step in the development process is to create a Memorandum of Understanding (“MOU”) between the City and Mainstreet that will create the foundation for a successful partnership;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AS FOLLOWS:

**Section 1. The City Manager Is Authorized to Negotiate a Non-Binding Memorandum of Understanding Exclusively with MainStreet.**

The City Manager is hereby authorized to develop a non-binding MOU between the City and MainStreet for future review, consideration and approval by the City Council. The MOU will establish that the City is entering exclusive negotiations with MainStreet for a defined period.

The exclusivity provision is the only binding provision of the MOU. The City Manager will periodically brief the Council on the progress of the MOU negotiations.

**Section 2. High-Level Terms of the Memorandum of Understanding.**

The MOU will identify, at a minimum, the following high-level terms that will allow the Project to move from concept to design under a practical cost model and business plan and will include a community outreach and engagement component that will inform Project design.

- Project Objectives, which include:
  - Achieving a minimum of 100 dedicated and up to 50 shared commuter parking spaces for the least cost to Mercer Island taxpayers as part of an aesthetically-pleasing, well-designed, gateway mixed-use development; and
  - The potential provision of a Mercer Island Center for the Arts (“MICA”) theater and performance space, provided the inclusion is feasible and MICA meets its funding milestones to construct, operate, and maintain its portion of the Project as determined by MainStreet. The City cannot provide direct financial support to MICA.
- Community Outreach Plan that identifies opportunities for continued community engagement at various points throughout the process, such as design charrettes, open houses, and Design Commission review.
- Public Amenities and Infrastructure.
- Required MainStreet Responsibilities and Commitments.
- Required City Responsibilities and Commitments.
- Coordination of Contamination Remediation for the Project Site.
- Coordination of Adjacent WSDOT Property.
- Project Requirements, including but not limited to property acquisition and land use entitlements.
- Project Schedule.
- Closing / Real Estate Deal Terms to be memorialized and included in a future development agreement or other legally-binding contract between the City and MainStreet that will result in the desired development on the Project Site.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS REGULAR MEETING ON THE 15th DAY OF JANUARY 2019.**

CITY OF MERCER ISLAND

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Debbie Bertlin, Mayor

ATTEST:

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Deborah A. Estrada, City Clerk



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5526
January 15, 2019
Regular Business

ADOPTION OF AN EMERGENCY ORDINANCE ESTABLISHING INTERIM DESIGN AND CONCEALMENT STANDARDS FOR DEPLOYMENT OF SMALL CELL FACILITIES
Action: Adopt Ordinance No. 19-02, establish a public hearing date, and declare an emergency necessitating an immediate effective date.
Discussion Only, Action Needed: Motion, Ordinance, Resolution

DEPARTMENT OF Community Planning and Development (Evan Maxim)
COUNCIL LIAISON n/a
EXHIBITS 1. Ordinance No. 19-02, with Attachment A
2018-2019 CITY COUNCIL GOAL 6. Update Outdated Codes, Policies and Practices
APPROVED BY CITY MANAGER

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

SUMMARY

BACKGROUND

On September 27, 2018, the Federal Communications Commission (FCC) issued a "Declaratory Ruling and Third Report and Order" ("New Rules") related to the deployment of small cell facilities, which is scheduled to take effect on January 14, 2019. The FCC's New Rules resulted in a significant change to the approach the City must use to regulate small cell deployment.

In summary, the New Rules address the following:

- A. Materially Inhibit. Local jurisdictions are prevented from "materially inhibiting" the deployment of small cell facilities. Previously, the local jurisdictions in Washington used a different standard for review of new small cell facilities; small cell facilities were authorized if they were the "least intrusive means to closing a significant gap in coverage." Under the New Rules, the City must focus its review on the design and aesthetics of the proposed small cell facilities; the City cannot request verification that a significant gap in coverage exists, which would be closed by the new facility.
B. Design Standards. Establish guidelines for imposing design and aesthetic standards of small cell facilities, in that the standards must be:
1. Reasonable;
2. No more burdensome than those applied to other types of infrastructure deployments; and,
3. Objective and published in advance of the application.

- C. Collocations. The FCC has clarified that the term “collocation” includes the placement of a small cell facility on an existing pole, structure, or infrastructure in the public right-of-way, whether the infrastructure currently houses small cell equipment or not. It also includes the modification of a structure for the purposes of installing an antenna and antenna equipment.
- D. Permit Timelines. Establish two new permit review times (“shot clocks”) for small cell facilities; these permit review timelines are in addition to already established timelines. The shot clock limits the amount of time a local jurisdiction may review a permit to install a small cell facility; failing to meet the shot clock timeline would have the effect of unlawfully prohibiting wireless telecommunications services by materially inhibiting the provision of such services.

Summary: FCC Review Shot Clocks	
Type of Review	Shot Clock
Collocation of Small Cells (New)	60 days
Construction of new Small Cells (New)	90 days
Collocations of non-Small Cell facilities (Existing)	90 days
Construction of new non-Small Cell facilities (Existing)	150 days

The permit review shot clock may be “tolled” (paused) if the City requests additional information, and the shot clock will reset if the City notifies the applicant within 10 days that the application is incomplete.

## **EMERGENCY ORDINANCE**

The City of Mercer Island’s current wireless communication facility regulations, contained in chapter 19.06 MICC, are largely inconsistent with the FCC’s New Rules, which may result in the City being found to effectively prohibit small cell facilities by materially inhibiting their deployment. Further, the City of Mercer Island does not have design standards for small cell facilities, and consequently, such standards are not “published in advance,” as required by the New Rules.

The deployment of small cell facilities without design and concealment standards may result in uncoordinated installations, visual blight, interference with public facilities and equipment, and traffic dangers that pose harm to public health, safety, property, and welfare. To prevent the potential harm to public health, safety, property, and welfare, staff recommends immediate adoption of interim design and concealment standards for deployment of small cell facilities. The proposed Emergency Ordinance (Exhibit 1) is intended to establish temporary design standards consistent with the FCC’s New Rules, and it is recommended that the proposed Emergency Ordinance take effect immediately until permanent standards can be adopted following the process and procedures for adopting development regulations. The temporary design standards were drafted following a review of the New Rules and with reference to the recently-adopted standards of several other local jurisdictions. The proposed Type 2 land use review process will allow the City to comply with the FCC’s shot clock requirements while still providing public notification in the weekly bulletin of new applications, and this land use review will occur concurrently with the right-of-way use permit review. Consistent with RCW 35A.11.090(2) and 35A.13.190, unanimous passage by the entire membership of the City Council (7 affirmative votes) is required in order for the proposed Emergency Ordinance to take effect immediately.

## RECOMMENDATION

### *Community Planning and Development Director*

- MOVE TO:
1. Declare that an emergency exists necessitating that Ordinance No. 19-02 take effect immediately upon passage by the City Council.
  2. Suspend the City Council Rules of Procedure 6.3, requiring a second reading of an ordinance.
  3. Adopt Ordinance No. 19-02, establishing interim design and concealment standards for small cell facilities deployment.
  4. Schedule a public hearing on Ordinance No. 19-02 for March 5, 2019 at 7:00 p.m.

**CITY OF MERCER ISLAND  
ORDINANCE NO. 19C-02**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON, DECLARING AN EMERGENCY; ADOPTING INTERIM DESIGN AND CONCEALMENT STANDARDS FOR SMALL CELL FACILITIES DEPLOYMENT; PROVIDING FOR A PUBLIC HEARING; AND ESTABLISHING AN IMMEDIATE EFFECTIVE DATE.**

**WHEREAS**, the Federal Communications Commission issued a Declaratory Ruling and Third Report and Order (“New Rules”) relating to small cell facilities, which became effective January 14, 2019; and

**WHEREAS**, the New Rules significantly preempt the City’s ability to regulate the installation of small cell facilities on City-owned public rights-of-way; and

**WHEREAS**, aesthetic requirements imposed by the City under the New Rules on installation of small cell facilities must be published in advance and must also be reasonable, no more burdensome than those applied to other types of infrastructure deployments, and objective; and

**WHEREAS**, the City does not have design and concealment standards adopted for deployment of small cell facilities currently; and

**WHEREAS**, without adopted standards, the City may not impose design and concealment standards on applications for the deployment of small cell facilities under the New Rules; and

**WHEREAS**, the City Council finds that deployment of small cell facilities with unregulated design and concealment standards may result in uncoordinated installations, visual blight, interference with public facilities and equipment, and traffic dangers that pose harm to public health, safety, property, and welfare; and

**WHEREAS**, to prevent the potential harm to public health, safety, property, and welfare, the City Council concludes that the City immediately needs interim design and concealment standards for deployment of small cell facilities until permanent standards can be adopted following the process and procedures for adopting development regulations; and

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

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



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

- Section 1. Whereas Clauses Adopted.** The “Whereas Clauses” set forth in the recital of this Ordinance are hereby adopted as the preliminary findings and conclusions of the City Council for passing this Ordinance.
- Section 2. Declaration of Emergency.** As set forth in the “Whereas Clauses” adopted in Section 1 of this Ordinance, the City Council hereby declares that an emergency exists necessitating that this Ordinance take effect immediately upon unanimous passage by the whole membership of the City Council, and that the same is not subject to a referendum (RCW 35A.11.090(2)) and is exempt from SEPA review (WAC 197-11-880 and MICC 19.07.120(D)).
- Section 3. Interim Standards Adopted.** Interim Design and Concealment Standards for Deployment of Small Cell Facilities are hereby adopted as set forth in Exhibit A to this Ordinance.
- Section 4. Public Hearing.** Pursuant to RCW 35A.63.220 and RCW 36.70A.390, a public hearing shall be scheduled for 7:00 p.m. on March 5, 2019, which is within 60 days of this Ordinance passage, at Mercer Island City Hall, 9611 SE 36<sup>th</sup> Street, during the City Council’s regular meeting, or as soon thereafter as the business of the City Council shall permit, in order to hear and consider the comments and testimony of those wishing to speak at such public hearing regarding the interim standards imposed by this Ordinance and to consider adopting further findings of fact if needed.
- Section 5. Duration of Interim Standards.** The Interim Design and Concealment Standards for Deployment of Small Cell Facilities approved by this Ordinance shall become effective immediately, on the date hereof, and shall continue in effect for an initial period of six months, unless repealed, extended or modified by the City Council after subsequent public hearing(s), entry of appropriate findings of fact, and or development of a work plan for related studies pursuant to RCW 35A.63.220 and RCW 36.70A.390.
- Section 6. Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property, or circumstance, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this Ordinance or its application to any other person, property or circumstance.
- Section 7. Effective Date.** This Ordinance, as a public emergency ordinance necessary for the protection of the public health, safety, property, and welfare, shall take effect and be in full force and effect immediately upon its unanimous passage by the entire membership of the City Council as required by RCW 35A.11.090(2) and 35A.13.190.

Passed unanimously by the City Council of the City of Mercer Island, Washington, at its regular meeting on the 15<sup>th</sup> day of January 2019 and signed in authentication of its passage.

CITY OF MERCER ISLAND

\_\_\_\_\_  
Debbie Bertlin, Mayor

Approved as to Form:

ATTEST:

\_\_\_\_\_  
Kari L. Sand, City Attorney

\_\_\_\_\_  
Deborah A. Estrada, City Clerk

Date of Publication: \_\_\_\_\_

**DRAFT**  
**Code Amendments**  
**Small Cell Facilities Design and Concealment Interim Standards**

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GENERAL REGULATIONS

- 19.06.070 Small Cell Deployment.
- 19.06.075 Small Cell Deployments – Design and Concealment Standards.

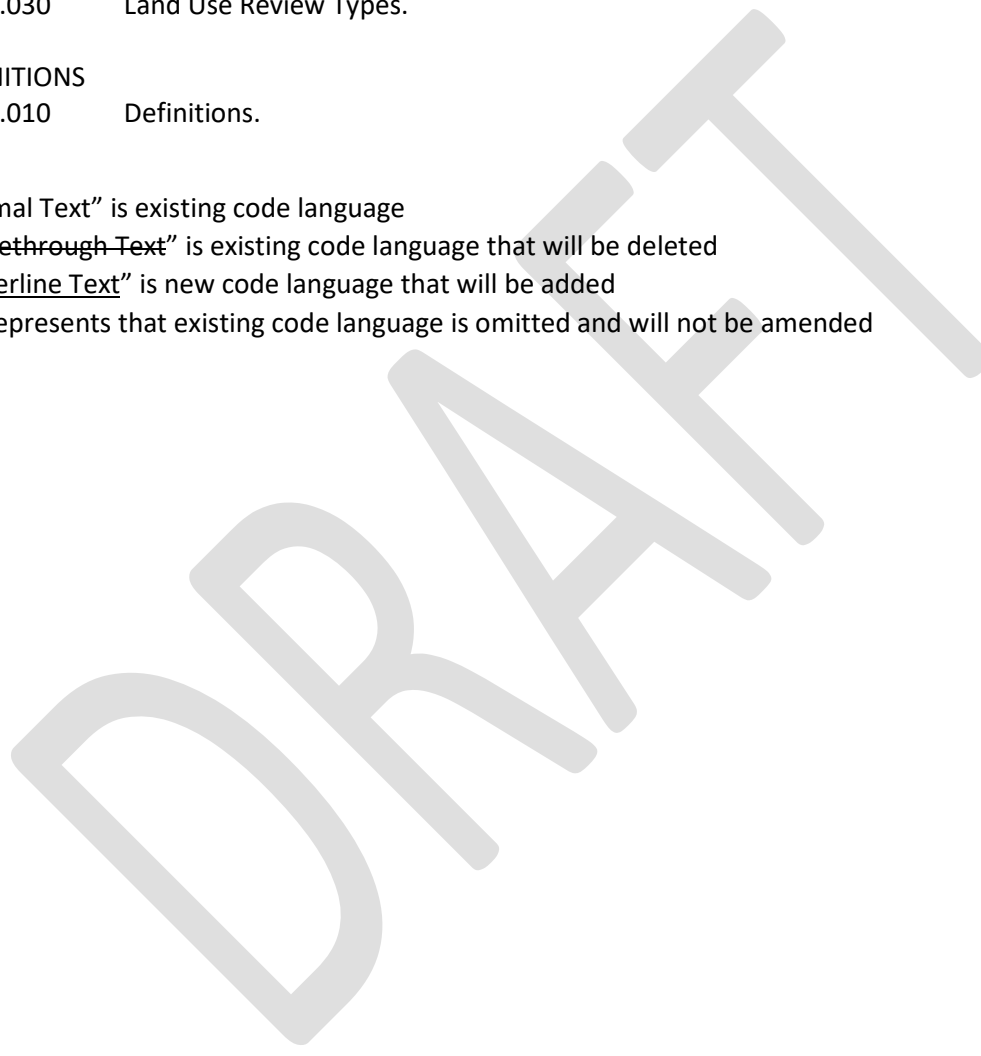
DEFINITIONS

- 19.15.030 Land Use Review Types.

DEFINITIONS

- 19.16.010 Definitions.

“Normal Text” is existing code language  
“~~Strikethrough Text~~” is existing code language that will be deleted  
“Underline Text” is new code language that will be added  
“...” represents that existing code language is omitted and will not be amended



1 **19.06.070 ~~Bonding and insurance~~ Small cell facilities deployment.**

2 The following provisions establish standards for small cell facilities deployments; provided, however,  
3 that any small cell or small cell network component which is not exempt from SEPA review shall also  
4 comply with chapter 19.07 MICC:

5 (1) Small Cell Facility Approval Required. Small cell facilities are permitted in all zoning  
6 designations subject to a Type II land use review process pursuant to chapter 19.15 MICC. In  
7 addition to the small cell approval, one or more right-of-way use permits may also be required  
8 for small cell deployment.

9 (2) Previously Approved Small Cells on Existing or Replacement Utility Poles. Eligible small cell  
10 facilities permitted under the provisions of a franchise approval prior to the adoption of these  
11 standards shall be considered to have satisfied the design and concealment standards when  
12 installed and maintained in accordance with the franchise agreement.

13 (3) Replacement Utility Pole – Street Lighting. With the express permission of the City, a  
14 replacement utility pole or a new utility pole may be permitted in the form of a new street light  
15 standard. The design of the street light standard shall be in accordance with the City lighting  
16 requirements in effect at the time of application. Wherever technologically feasible, all  
17 equipment and cabling shall be internal to the replacement street lighting standard, or  
18 concealed through the design and implementation of a concealment plan.

19 (4) Undergrounded Utility Areas. A service provider or infrastructure company desiring to locate  
20 any aboveground infrastructure in an undergrounded utility area shall provide a separate,  
21 standalone pole. Pole design to be approved by the City pursuant to MICC 19.06.075(6)(d).

22  
23 **19.06.075 Small Cell Deployments – Design and concealment standards.**

24 Small cell deployments, whether permitted on the right-of-way pursuant to a franchise or in accordance  
25 with this chapter, shall conform to the design standards set forth in this section.

26 (1) Small Cell Deployment Design Standards - General Requirements. All small cell deployments  
27 shall comply with the following provisions:

28 (a) Ground-mounted equipment in the rights-of-way is prohibited unless such facilities  
29 are placed underground or the applicant can demonstrate that pole-mounted or  
30 undergrounded equipment is technically infeasible. If ground-mounted equipment is  
31 necessary, then the applicant shall submit a concealment plan pursuant to subsection  
32 (7). Generators located in the rights-of-way are prohibited.

33 (b) No equipment shall be operated so as to produce noise in violation of chapter 8.24  
34 MICC.

35 (c) Small cell facilities are not permitted on traffic signal poles.

1 (d) Replacement poles and new poles shall comply with the Americans with Disabilities  
2 Act (ADA), City construction and sidewalk clearance standards, and state and federal  
3 regulations in order to provide a clear and safe passage within the rights-of-way.

4 (e) Replacement poles shall be located as near as possible subject to approval by the  
5 City Engineer to the existing pole with the requirement to remove the abandoned pole.

6 (f) No signage, message or identification other than the manufacturer's identification or  
7 identification required by governing law is allowed to be portrayed on any antenna, and  
8 any such signage on equipment enclosures shall be of the minimum amount possible to  
9 achieve the intended purpose; provided, that signs are permitted as concealment  
10 element techniques where appropriate.

11 (g) Antennas and related equipment shall not be illuminated except for security reasons,  
12 required by a federal or state authority, or unless approved as part of a concealment  
13 plan.

14 (h) Side arm mounts for antennas or equipment are prohibited.

15 (i) The preferred location of a small cell facility on a pole is the location with the least  
16 visible impact.

17 (j) Antennas, equipment enclosures, and ancillary equipment, conduit and cable shall be  
18 located within the building or pole to the maximum extent feasible.

19 (k) Antennas, equipment enclosures and ancillary equipment, conduit and cable shall  
20 not adversely affect the aesthetic appearance or visual character of the building or pole  
21 upon which they are attached.

22 (l) The City may consider the cumulative visual effects of small cells mounted on poles,  
23 together with existing utility equipment, within the rights-of-way when assessing  
24 proposed siting locations so as to not adversely affect the visual character of the City.  
25 This provision shall not be applied to limit the number of permits issued when no  
26 alternative sites are reasonably available nor to impose a technological requirement on  
27 the service provider.

28 (m) The design criteria as applicable to small cell facilities described herein shall be  
29 considered concealment elements and such small cell facilities may only be expanded  
30 upon an eligible facilities request described in chapter 19.06 MICC, when the  
31 modification does not defeat the concealment elements of the facility.

32 (2) Small Cell Facilities Attached to Nonwooden Poles. Small cell facilities attached to existing or  
33 replacement nonwooden light poles and other nonwooden poles in the right-of-way or poles  
34 outside of the right-of-way shall conform to the following design criteria in addition to the  
35 General Requirements set forth in subsection (1) above:

36 (a) Antennas and the associated equipment enclosures shall be sited and installed in a  
37 manner which minimizes the visual impact on the streetscape either by either:

1 i. Fully concealing the antennas and associated equipment fully within the pole;  
2 or,

3 ii. Through a concealment plan which provides an equivalent or greater impact  
4 reduction pursuant to subsection (7), below.

5 (b) All conduit, cables, wires and fiber must be routed internally in the light pole.  
6 Conduit, cables, wires and fiber extending outside the pole to connect with externally  
7 mounted antennas or equipment shall be located within shrouds, canisters, or sleeves.

8 (c) An antenna on top of an existing pole may not extend more than six feet above the  
9 height of the existing pole and the diameter may not exceed 16 inches, measured at the  
10 top of the pole, unless the applicant can demonstrate that more space is needed. The  
11 antennas shall be integrated into the pole design so that they appear as a continuation  
12 of the original pole, including colored, powder coated, or other permanent coloration,  
13 to match the pole, and shall be shrouded or screened to blend with the pole. All cabling  
14 and mounting hardware/brackets from the bottom of the antenna to the top of the pole  
15 shall be fully concealed and integrated with the pole.

16 (d) In addition to the increased antenna height allowed in subsection (c) above, the  
17 height of any replacement pole may not extend more than 10 feet above the height of  
18 the existing pole or the minimum additional height necessary for adequate clearance  
19 from electrical wires, whichever is greater.

20 (e) Any replacement nonwooden pole shall substantially conform to the design of the  
21 pole it is replacing, or the applicable City pole design standards.

22 (f) The diameter of a replacement pole shall comply with applicable setback and  
23 sidewalk clearance requirements, ADA requirements, and if a replacement light  
24 standard then with the City's lighting requirements.

25 (g) The use of the pole for the siting of a small cell facility shall be considered secondary  
26 to the primary function of the pole. If the primary function of a pole serving as the host  
27 site for a small cell facility becomes unnecessary, the pole shall not be retained for the  
28 sole purpose of accommodating the small cell facility and the small cell facility and all  
29 associated equipment shall be removed.

30 (3) Wooden Pole Design Standards. Small cell facilities located on wooden poles shall conform to  
31 the following design criteria in addition to the General Requirements set forth in subsection (1)  
32 above:

33 (a) The wooden pole at the proposed location may be replaced with a taller pole for the  
34 purpose of accommodating a small cell facility; provided, that the replacement pole  
35 shall not exceed a height that is a maximum of 10 feet taller than the existing pole,  
36 unless a further height increase is required and confirmed in writing by the pole owner  
37 and that such height extension is the minimum extension possible to provide sufficient  
38 separation and/or clearance from electrical and wireline facilities.

1 (b) A pole extender may be used instead of replacing an existing pole but may not  
2 increase the height of the existing pole by more than 10 feet unless a further height  
3 increase is required and confirmed in writing by the pole owner and such height  
4 increase is the minimum extension possible to provide sufficient separation and/or  
5 clearance from electrical and wireline facilities. The pole extender shall be painted to  
6 approximately match the color of the pole and shall substantially match the diameter of  
7 the pole measured at the top of the pole.

8 (c) Replacement wooden poles may either match the approximate color and materials  
9 of the replaced pole or shall be the standard new wooden pole used by the pole owner  
10 in the City.

11 (d) Antennas, equipment enclosures, and all ancillary equipment, boxes and conduit  
12 shall be colored, powder coated, or other permanent coloration, to match the  
13 approximate color of the surface of the wooden pole on which they are attached.

14 (e) Panel antennas shall not be mounted on the side of a pole more than 12 inches from  
15 the surface of the wooden pole, measured from the exterior surface of the pole to the  
16 furthest extent of the panel antenna.

17 (f) Antennas should be placed in an effort to minimize visual clutter and obtrusiveness.  
18 Multiple antennas are permitted on a wooden pole; provided, that each antenna  
19 enclosure shall not be more than three cubic feet in volume, with a cumulative total  
20 antenna volume not to exceed 12 cubic feet.

21 (g) In addition to the increased antenna height allowed in subsection (b) above, a  
22 canister antenna may be mounted on top of an existing wooden pole, which may not  
23 exceed the height requirements described in subsection (3)(a) of this section. A canister  
24 antenna mounted on the top of a wooden pole shall not exceed 16 inches, measured at  
25 the top of the pole, and shall be colored or painted to match the pole. The canister  
26 antenna must be placed to look as if it is an extension of the pole. In the alternative, the  
27 applicant may propose a side-mounted canister antenna, so long as the inside edge of  
28 the antenna is no more than 12 inches from the surface of the wooden pole. All cables  
29 shall be concealed either within the canister antenna or within a sleeve between the  
30 antenna and the wooden pole.

31 (h) In addition to the increased antenna height allowed in subsection (b) above, an  
32 omni-directional antenna may be mounted on the top of an existing wooden pole,  
33 provided such antenna is no more than four feet in height and is mounted directly on  
34 the top of a pole or attached to a sleeve made to look like the exterior of the pole as  
35 close to the top of the pole as technically feasible. All cables shall be concealed within  
36 the sleeve between the bottom of the antenna and the mounting bracket.

37 (i) All related equipment including but not limited to ancillary equipment, radios, cables,  
38 associated shrouding, microwaves, and conduit which are mounted on wooden poles  
39 shall not be mounted more than six inches from the surface of the pole, unless a further  
40 distance is technically required, and is confirmed in writing by the pole owner.

1 (j) Equipment for small cell facilities must be attached to the wooden pole, unless  
2 otherwise permitted to be ground-mounted pursuant to subsection (1) of this section.  
3 The equipment must be placed in the smallest enclosure possible for the intended  
4 purpose. The equipment enclosure may not exceed 17 cubic feet. Multiple equipment  
5 enclosures may be acceptable if designed to more closely integrate with the pole design  
6 and do not cumulatively exceed 17 cubic feet. The applicant is encouraged to place the  
7 equipment enclosure behind any banners or road signs that may be on the pole if such  
8 banners or road signs are allowed by the pole owner.

9 (k) The visual effect of the small cell facility on all other aspects of the appearance of the  
10 wooden pole shall be minimized to the greatest extent reasonably possible.

11 (l) The use of the wooden pole for the siting of a small cell facility shall be considered  
12 secondary to the primary function of the pole. If the primary function of a pole serving  
13 as the host site for a small cell facility becomes unnecessary, the pole shall not be  
14 retained for the sole purpose of accommodating the small cell facility and the small cell  
15 facility and all associated equipment shall be removed.

16 (m) All cables and wires shall be routed through conduit along the outside of the pole.  
17 The outside conduit shall be colored, powder coated, or other permanent coloration, to  
18 match the pole. The number and size of conduits shall be minimized to the number  
19 technically necessary to accommodate the small cell.

20 (4) Small Cell Facilities Attached to Existing Buildings. Small cell facilities attached to existing  
21 buildings shall conform to the following design criteria:

22 (a) Small cell facilities may be mounted to the sides of a building if the antennas do not  
23 interrupt the building's architectural theme.

24 (b) The interruption of architectural lines or horizontal or vertical reveals is discouraged.

25 (c) New architectural features such as columns, pilasters, corbels, or other  
26 ornamentation that conceal antennas may be used if they complement the architecture  
27 of the existing building.

28 (d) Small cells shall utilize the smallest mounting brackets necessary in order to provide  
29 the smallest offset from the building.

30 (e) Skirts or shrouds shall be utilized on the sides and bottoms of antennas in order to  
31 conceal mounting hardware, create a cleaner appearance, and minimize the visual  
32 impact of the antennas. Exposed cabling/wiring is prohibited.

33 (f) Small cell facilities shall be painted and textured to match the adjacent building  
34 surfaces.

35 (5) Small cell facilities mounted on cables strung between utility poles shall conform to the  
36 following standards:

37 (a) Each strand-mounted facility shall not exceed three cubic feet in volume;



1 (b) Only one strand-mounted facility is permitted per cable between any two existing  
2 poles;

3 (c) The strand-mounted devices shall be placed as close as possible to the nearest utility  
4 pole, in no event more than six feet from the pole unless a greater distance is technically  
5 necessary or required by the pole owner for safety clearance;

6 (d) No strand-mounted device shall be located in or above the portion of the roadway  
7 open to vehicular traffic;

8 (e) Ground-mounted equipment to accommodate such strand-mounted facilities is not  
9 permitted, except when placed in preexisting equipment cabinets;

10 (f) Pole-mounted equipment for strand-mounted facilities shall meet the requirements  
11 for pole-mounted small cells; and

12 (g) Such strand-mounted devices must be installed to cause the least visual impact and  
13 with the minimum exterior cabling or wires (other than the original strand) necessary to  
14 meet the technological needs of the facility.

15 (6) New Poles in the Rights-of-Way for Small Cell Facilities.

16 (a) New poles within the rights-of-way are only permitted if the applicant can establish  
17 that:

18 (i) The proposed small cell facility cannot be located on an existing utility pole or  
19 light pole, electrical transmission tower or on a site outside of the public rights-  
20 of-way such as a public park, public property, building, transmission tower or in  
21 or on a nonresidential use in a Residential Zone whether by roof or panel-mount  
22 or separate structure;

23 (ii) The proposed wireless communications facility receives approval for a  
24 concealment plan, as described in subsection (7) of this section;

25 (iii) The proposed wireless communications facility also complies with the  
26 Shoreline Master Program and SEPA, if applicable; and

27 (iv) No new poles shall be located in a critical area or associated buffer required  
28 by the City's critical areas ordinance, except when determined to be exempt  
29 pursuant to said ordinance.

30 (7) The concealment plan shall include the design of the screening, fencing or other  
31 concealment technology for a pole or equipment structure, and all related transmission  
32 equipment or facilities associated with the proposed wireless communications facility, including  
33 but not limited to fiber and power connections.

34 (a) The concealment plan shall seek to minimize the visual obtrusiveness of wireless  
35 communications facility installations. The proposed pole or structure shall have similar  
36 designs to existing neighboring poles in the rights-of-way, including to the extent  
37 technically feasible similar height. Other concealment methods include, but are not

1 limited to, integrating the installation with architectural features or building design  
2 components, utilization of coverings or concealment devices of similar material, color  
3 and texture – or the appearance thereof – as the surface against which the installation  
4 will be seen or on which it will be installed, landscape design, or other camouflage  
5 strategies appropriate for the type of installation. Applicants are required to utilize  
6 designs in which all conduit and wirelines are installed internally in the structure or  
7 otherwise integrated into the design of the structure. Use of a unified enclosure equal  
8 to or less than four cubic feet in volume may be permitted in meeting these criteria. This  
9 requirement shall be applied in a manner which does not dictate the technology  
10 employed by the service provider nor unreasonably impair the technological  
11 performance of the equipment chosen by the service provider.

12 (b) If the code official has already approved a concealment plan either for the applicant  
13 or another wireless communications facility along the same public right-of-way or for  
14 the same pole type, then the applicant shall utilize a substantially similar concealment  
15 plan, unless it can show that such concealment plan is not physically or technologically  
16 feasible, or that such deployment would undermine the generally applicable design  
17 standards.

18 (8) These design standards are intended to be used solely for the purpose of concealment and  
19 siting. Nothing herein shall be interpreted or applied in a manner which dictates the use of a  
20 particular technology. When strict application of these requirements would unreasonably impair  
21 the function of the technology chosen by the applicant, alternative forms of concealment or  
22 deployment may be permitted which provide similar or greater protections from negative visual  
23 impacts to the streetscape.

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**19.15.030 Land use review types.**

There are four categories of land use review that occur under the provisions of the development code.

A. *Type I.* Type I reviews are based on clear, objective and nondiscretionary standards or standards that require the application of professional expertise on technical issues.

B. *Type II.* Type II reviews are based on clear, objective and nondiscretionary standards or standards that require the application of professional expertise on technical issues. The difference between Type I and Type II review is that public notification shall be issued for Type II decisions.

C. *Type III.* Type III reviews require the exercise of discretion about nontechnical issues.

D. *Type IV.* Type IV reviews require discretion and may be actions of broad public interest. Decisions on Type IV reviews are only taken after an open record hearing.

E. The types of land use approvals are listed in Table A of this section. The required public process for each type of land use approval are listed in Table B of this section.

...

**Table A. Land Use Review Type**

Type I	Type II	Type III	Type IV
<ul style="list-style-type: none"> <li>• Home business</li> <li>• Seasonal development limitation waiver</li> <li>• Nonmajor single-family dwelling building permits</li> <li>• Tree removal permit</li> <li>• Right-of-way permit</li> <li>• Special needs group housing safety determination</li> </ul>	<ul style="list-style-type: none"> <li>• Modified wireless communication facilities (6409 per <a href="#">47 CFR 1.40001</a>)</li> <li>• Lot line revision</li> <li>• Setback deviations</li> <li>• Final plat<sup>2, 3</sup></li> <li>• Code official design review</li> <li>• Accessory dwelling unit</li> </ul>	<ul style="list-style-type: none"> <li>• New and modified wireless (non-6409) eligible facility</li> <li>• SEPA threshold determination</li> <li>• Critical areas determination (wetland/watercourse buffer averaging/reduction)</li> <li>• Temporary encampment<sup>4</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Preliminary long plat approval</li> <li>• Conditional use permit</li> <li>• Variance</li> <li>• Critical areas reasonable use exception</li> <li>• Long plat alteration and vacations</li> <li>• Parking variances (reviewed by design commission)</li> </ul>

Type I	Type II	Type III	Type IV
<ul style="list-style-type: none"> <li>• Tenant improvement/change of use</li> <li>• Shoreline exemption<sup>1</sup></li> <li>• Critical areas determination (steep slope alteration)</li> <li>• Final short plat</li> <li>• Temporary commerce on public property</li> <li>• Site development permits</li> <li>• Transportation concurrency certificate</li> </ul>	<ul style="list-style-type: none"> <li>• Parking variances (reviewed by city engineer)</li> <li>• <a href="#"><u>Small cell deployment</u></a></li> </ul>	<ul style="list-style-type: none"> <li>• Short plat alteration and vacations</li> <li>• Preliminary short plat</li> <li>• Development code interpretations</li> <li>• Major single-family dwelling building permit</li> <li>• Shoreline substantial development permit<sup>1</sup></li> <li>• Shoreline revision (substantial development)<sup>1</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Variance from short plat acreage limitation</li> <li>• Wireless communication facility height variance</li> <li>• Planned unit development</li> <li>• Design commission design review</li> <li>• Permanent commerce on public property</li> <li>• Shoreline conditional use permit (SCUP)<sup>5</sup></li> <li>• Shoreline variance<sup>5</sup></li> <li>• Shoreline revision (variance and SCUP)</li> </ul>

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2 ...

1 **19.16.010 Definitions.**

2 Words used in the singular include the plural and the plural the singular.

3 ...

4 Pole Extender: An object affixed between a utility pole and pole top mounted equipment (e.g. a small  
5 cell antenna) for the purpose of increasing the height of the pole top mounted equipment above the  
6 pole.

7 ...

8 Regulated Improvements: Any development of any property within the city, except:

- 9 1. Property owned or controlled by the city; or
- 10 2. Single-family dwellings and the buildings, structures and uses accessory thereto; ~~or~~
- 11 3. Wireless communications structures, including associated support structures and equipment
- 12 cabinets; or-
- 13 4. Small cell facilities or small cell networks.

14 ...

15 Small cell deployment: The construction and installation of either small cell facilities, small cell networks,  
16 or both small cell facilities and small cell networks, together with the installation of the fiber network  
17 supporting the small cell facility and small cell network.

18 ...

19 “Small cell facility” and “small cell network” are defined in accordance with RCW 80.36.375.

20 ...

21 “Small cell” shall mean “small cell facility”.

22 ...

23 Undergrounded Utility Areas: A geographic area where utilities that are commonly located aboveground  
24 (e.g. electrical power, cable and telephone lines, etc.) have been placed entirely underground, and  
25 associated support structures (e.g. wooden utility poles or guy poles) have been removed.

26 ...

1 Utilities: Facilities providing infrastructure services by a public utility or private utility regulated by the  
2 state through fixed wires, pipes, or lines. Such facilities may include water, sewer, storm water facilities  
3 (lines, ditches, swales and outfalls) and private utilities such as natural gas lines, telecommunication  
4 lines, cable communication lines, electrical lines and other appurtenances associated with these utilities.  
5 “Utilities” does not include wireless communication facilities, but do include small cell facilities.

6 ...

7 Wireless Communications:

8 1. Attached Wireless Communications Facility (Attached WCF): An antenna array that is attached  
9 to an existing building or structure, including utility poles, with any accompanying attachment  
10 structure, transmission cables, and an equipment cabinet which may be located either inside or  
11 outside of the attachment building or structure.

12 2. Wireless Communications Antenna Array (Antenna Array): One or more rods, panels, discs or  
13 similar devices used for the transmission or reception of radio frequency signals, which may include  
14 omni-directional antenna (whip), directional antenna (panel), and parabolic antenna (dish).

15 3. Wireless Communications Facility (WCF): Any unstaffed facility for the transmission and/or  
16 reception of radio frequency signals usually consisting of antennas, an equipment cabinet,  
17 transmission cables, and a support structure to achieve the necessary elevation.

18 4. Wireless Communications Support Structure (Support Structure): A structure designed and  
19 constructed specifically to support an antenna array, and may include a monopole tower, lattice  
20 tower, guy-wire support tower or other similar structures. Any structure which is used to attach an  
21 attached WCF to an existing building or structure (hereinafter “attachment structure”) shall be  
22 excluded from the definition of and regulations applicable to support structures.

23 5. Wireless Communications do not include small cells for the purposes of Title 19 MICC.



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

**AB 5528  
January 15, 2019  
Regular Business**

<b>2019 Q1 SUSTAINABILITY UPDATE</b>	<b>Action:</b> Receive report.	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
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<b>DEPARTMENT OF</b>	City Manager (Ross Freeman)
<b>COUNCIL LIAISON</b>	Salim Nice Bruce Bassett Benson Wong
<b>EXHIBITS</b>	n/a
<b>2018-2019 CITY COUNCIL GOAL</b>	3. Sustainability and Livability
<b>APPROVED BY CITY MANAGER</b>	

<b>AMOUNT OF EXPENDITURE</b>	\$	n/a
<b>AMOUNT BUDGETED</b>	\$	n/a
<b>APPROPRIATION REQUIRED</b>	\$	n/a

**SUMMARY**

This agenda bill provides an update on the past nine months of work in the City’s sustainability program, discusses notable developments in the STAR community rating system, addresses challenges in making consistent advances, and explores upcoming next steps in the City’s various greenhouse gas reduction initiatives.

**BACKGROUND**

In 2006, the City Council voted to add goals and policies regarding sustainability to its Comprehensive Plan, identifying that the Triple Bottom Line principles (Equity, Environment, Economy) were key filters for Council decisions and City actions. At that time, the Council also committed to a greenhouse gas (GHG) reduction goal of **80% from 2007 levels by 2050**, which was consistent with the goals stated by King County’s Comprehensive Plan, and other regional cities (See [Resolution 1389](#)).

Over the past decade, progress towards meeting these goals has been sporadic due to insufficient staff capacity and has often relied on significant involvement by community volunteers to reach new milestones (see: [www.mercergov.org/CitySustainability](http://www.mercergov.org/CitySustainability)). A year ago, Council reiterated its commitment to sustainability across City operations by including it on the annual list of Goals ([www.mercergov.org/CouncilGoals](http://www.mercergov.org/CouncilGoals)), however this decision was not accompanied by additional funding or staffing. Given that the Sustainability Manager is only a 0.4 FTE position (combined with 0.6 FTE as Communications Manager), it is anticipated that achieving the rate of GHG reduction desired by many in the community will remain very difficult, if not impossible, especially when all-consuming topics such as the City’s financial challenges require unprecedented levels of promotion and outreach all year long. Despite these limitations, a number of

sustainability initiatives and GHG milestones were accomplished over the past nine months, as described below.

In order to make the best use of time, the Sustainability Manager often pursues much of his GHG work via participation in the King County-Cities Climate Collaboration (K4C) –of which Mercer Island is a founding member– or via other inter-jurisdictional partnerships. Due to the interconnected nature of emissions, the K4C also coordinates action and advocacy at the State level when favorable legislation is in play and is increasingly engaging local elected officials in this work; Councilmember Bassett has been actively representing Mercer Island.

### STATUS REPORT ON COUNCIL GOAL 3 (Deepen City’s Commitment to Sustainability and Livability)

Action Item		Status
<b>1</b>	Prepare and implement a 6-Year Sustainability Plan w/community involvement and significant engagement with Sustainable-MI	Engagement continues and drafting + GHG data analysis underway w/volunteer assistance
<b>1a</b>	Invite School District participation	Some high school students attend Sustainable-MI meetings and have active proposals back at school, including a collaboration w/City’s Solarize installer. City is also seeking to better assist MISD Green Teams
<b>1b</b>	Consider early action items such as: recognition as a Bike-Friendly Community, Green Power sign-up campaign, home energy retrofits (with PSE), Styrofoam container ban	Some of these items have been undertaken successfully before and are being explored for another round (Green Power campaign; home energy retrofits). Bike-Friendly community designation is under review. Feasibility of Styrofoam ban is unclear given lack of sustainability staffing
<b>1c</b>	Ensure sustainability principles are part of the City purchasing/procurement policy	Teed up for exploration in 2019 with Finance Department
<b>2</b>	Explore adopting STAR Community Rating System and Framework	This has been extensively researched – the STAR program is being absorbed by the LEED program operated by the US Green Building Council. See separate update below
<b>3</b>	Launch full implementation of new software tools that allow tracking of City and community GHG emissions, and energy efficiency performance benchmarking of major City facilities	These tools are now active and offer an interactive online dashboard to the public ( <a href="https://k4c.scope5.com/dashboards/11">https://k4c.scope5.com/dashboards/11</a> ). With volunteer or intern support, City is preparing to enter 2017 and 2018 data

### SUSTAINABILITY UPDATE ON MAJOR PROGRAMS

- 1) Community Involvement: Sustainable-Mercer Island. Early in 2017, the City began hearing from community members eager to assist with local sustainability campaigns and interested in rekindling previous successful efforts at collaborative citizen action. The City’s Sustainability Manager helped the group self-organize under the “Sustainable-Mercer Island” banner, establish a list serve, and engages frequently with its members, many of whom have assisted on specific campaigns, such as promoting Solarize, supporting GHG tracking and analysis, and advocating for State Initiative 1631 (in collaboration with Council, not staff)



- 2) STAR Community Rating System. The STAR Community Rating System is a voluntary, menu-based certification program designed for communities to evaluate their progress against a very broad set of standardized sustainability objectives and evaluation measures. After extensive exploration and staff research, Council decided last March to pursue a first step in becoming a STAR-certified community by assessing the City against a subset of 21 Leading Indicators; this effort was expected to reveal areas in need of improvement before attempting a full-blown assessment and scoring under all 49 STAR objectives.

Staff have completed that early assessment, but in the meantime, the STAR program unexpectedly announced late in 2018 that it was to be acquired by the U.S. Green Building Council, a much larger entity that runs the LEED green building certification program. Rather than a merger, STAR is being completely retired as a brand, and absorbed into the LEED for Cities program; STAR itself is no longer scoring cities and will disappear entirely at the end of 2019. It is expected that a number of STAR metrics, especially those covering social, societal, and equity issues, will be retained in order to bolster LEED's traditional energy and science perspective, but the new certification program and requirements have yet to be released.

- 3) Greenhouse Gas Emissions Status. Using the City's Scope 5 software to analyze carbon footprint and other sustainability measures, it is clear that the community has some catching up to do in order to meet Mercer Island's, and regional, GHG reduction goals. Total carbon emissions of both City operations and the community are about 18% higher than the 2020 interim target, due in large part to just two categories: vehicles emissions (45%) and electricity consumption (31%). This finding underscores the importance of promoting the use of transit and seeking ways to help residents not drive SOV's (Single Occupant Vehicles). Over the past 12 months, the City has pursued a number of progressive transportation alternatives, especially for First-mile and Last-mile connections; the positive outcomes of these pilot programs will be reviewed in an upcoming Council Meeting.

The GHG emissions from City operations are only 1-2% of total community emissions, but the City serves an important role in modeling energy efficiency, piloting new technologies, and seeking energy and GHG reductions. In this light, the City sought out cleaner alternatives for its electrical needs and chose to contract with Puget Sound Energy (PSE) for power from a new windfarm to be built in Lewis County. This GreenDirect windpower project will construct 38 new turbines (140 megawatts total) on private land but permitting has led to a year's delay; generation is now expected to begin in about 12 months. As compensation, PSE will pay for the City's current 100% Green Power offsets after July of 2019, until GreenDirect is operational.

Switching to windpower will decarbonize the City's own usage (2,500 metric tons/year), but the rest of the Island draws from PSE's standard supply which is still approximately 33% coal-fired, directly affecting the energy-related emissions associated with Mercer Island. With this in mind, the City has engaged in long-term advocacy with its K4C partners, and others, to advance the closure of PSE's last remaining coal-fired power plant (the Colstrip facility) in Montana. As of last year, PSE has committed to closing half of the plant (units 1 & 2) in 2022, and was authorized by the State Legislature to recover loan costs for units 3 & 4 by 2027 (rather than 2045), suggesting a likely closure of those units soon after. The shuttering of the entire Colstrip facility will lead to a significant improvement in the City's GHG profile with respect to electricity usage, even though the replacement sources are expected to be a mixture of wind, solar, and natural gas.

- 4) Solarize Mercer Island – 2018. In the summer of 2018, the City launched its second Solarize Mercer Island campaign, which offered special group pricing on rooftop solar installation, using a community-selected contractor, Sphere Solar Energy. The previous campaign in 2014 led to 47 new installations and a fourfold increase in generating capacity.

Under the 2018 campaign, almost 200 people attended one of four free workshops to learn more, and half of them chose to arrange a free site assessment of their roof's solar potential. By the end of December, 45 households had installed (or contracted for) new solar arrays, and several are using them to refuel electric vehicles.

By partnering with local citizens' group Sustainable-Mercer Island and the regional non-profit Spark Northwest, solar capacity on the Island was increased by another 50 percent (more than 470 kilowatts of capacity) in just six months. Another 16 installations occurred independently in 2018, outside of the Solarize program. The average home on Mercer Island generally requires a system size of about 12 kilowatts to meet its annual power needs. Thanks to a federal tax rebate, group discounts, and solar energy incentives from the State, most arrays installed via the Solarize program will pay off in about 6-7 years. Mercer Island now has 184 known solar installations, ranging from just a few panels to over 350 panels at two MI School District facilities. Per capita, this is more than any other local community. Collectively, these systems can generate up to 1500kilowatts, avoiding approximately 740 metric tons of emissions per year. For comparison, 1500kilowatts is equivalent to 50% of the output of one 500-foot tall windturbine PSE will build in Lewis County.

In the coming year, the Sustainability Manager expects to focus on updating data in the Scope 5 GHG tracking system (and continuing to seek the best early action GHG-reduction initiatives), advancing the community-assisted drafting of a Sustainability Action Plan, supporting K4C work to advance climate bills in Olympia, and assisting with the City's transition to a new 10-year waste/recycling/compost franchise with Recology King County.

## RECOMMENDATION

*Sustainability Manager*

MOVE TO: Receive report, discuss material, and provide input to staff.



# 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.

JANUARY 15		DUE TO:	1/4 D/P	1/7 FN	1/7 CA	1/8 Clerk
ABSENCES:						
ITEM TYPE   TIME   TOPIC	STAFF			SIGNER		
<b>EXECUTIVE SESSION (5:00-6:00 pm)</b>						
60	Executive Session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 60 minutes.					
<b>STUDY SESSION (6:00-7:00 pm)</b>						
60	AB 5525: Aubrey Davis Park Master Plan Update			Ryan Daly/Paul West	Julie	
<b>SPECIAL BUSINESS (7:00 pm)</b>						
5	Swearing-In Ceremony – Councilmember Anderl			Deb Estrada	Ali	
<b>APPEARANCES</b>						
<b>CONSENT CALENDAR</b>						
--	AB 5524: Boards & Commissions Code Amendments (2 <sup>nd</sup> Reading & Adoption)			Ali Spietz	Julie	
--	AB 5523: SE 22 <sup>nd</sup> ST & SE 22 <sup>nd</sup> PL Water System Improvements Project Bid Award			Rona Lin	Julie	
<b>REGULAR BUSINESS</b>						
30	AB 5527: Memorandum of Understanding (“MOU”) for the Proposed Commuter Parking & Town Center Mixed-Use Project			Julie Underwood	Ali	
30	AB 5528: 2019 Q1 Sustainability Update			Ross Freeman	Julie	

FEBRUARY 1 (FRIDAY) – 2:30 PM-5:30 PM						
ABSENCES:						
	2019 Planning Session (TBD)					

FEBRUARY 2 (SATURDAY) – 8:30 AM-5:30 PM						
ABSENCES:						
	2019 Planning Session (TBD)					

FEBRUARY 5		DUE TO:	1/25 D/P	1/28 FN	1/28 CA	1/29 Clerk
ABSENCES:						
ITEM TYPE   TIME   TOPIC	STAFF			SIGNER		
<b>EXECUTIVE SESSION (5:00-6:00 pm)</b>						
60	Executive Session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for one hour.					
30	Executive Session to discuss pending or potential litigation with legal counsel pursuant to RCW 42.30.110(1)(i) for approximately 30 minutes.					
<b>STUDY SESSION (6:00-7:00 pm)</b>						
60	AB xxxx: First/Last Mile Solutions: Rideshare Pilot Next Steps			Kirsten Taylor	Julie	
<b>SPECIAL BUSINESS (7:00 pm)</b>						
5	AB xxxx: Black History Month Proclamation					
<b>CONSENT CALENDAR</b>						

<b>PUBLIC HEARING</b> (Legal Notice published 12/26/18 & 1/2/19)			
10	AB xxxx: Development Agreement with Twenty Four Eleven, LLC to Develop Long-Term Transit Commuter Parking in the Town Center pursuant to RCW 36.70B.200	Evan Maxim	
<b>REGULAR BUSINESS</b>			
30	AB xxxx: Development Agreement with Twenty-Four Eleven, LLC to Develop Long-Term Transit Commuter Parking in the Town Center (1 <sup>st</sup> Reading)	Evan Maxim	
	AB xxxx: King County Comprehensive Solid Waste Management Plan	Jason Kintner	

<b>FEBRUARY 19 (OR 26<sup>TH</sup>)</b>		<b>DUE TO:</b>	<b>2/8 D/P</b>	<b>2/11 FN</b>	<b>2/11 CA</b>	<b>2/12 Clerk</b>
ABSENCES:						
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
30	Development Agreement with Twenty Four Eleven, LLC to Develop Long-Term Transit Commuter Parking in the Town Center (2 <sup>nd</sup> Reading & Approval)	Evan Maxim				
30	AB xxxx: City Council Rules of Procedures Amendments	Deb Estrada				Ali
<b>EXECUTIVE SESSION</b>						

<b>MARCH 5</b>		<b>DUE TO:</b>	<b>2/22 D/P</b>	<b>2/25 FN</b>	<b>2/25 CA</b>	<b>2/26 Clerk</b>	
ABSENCES:							
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER	
<b>STUDY SESSION (6:00-7:00 pm)</b>							
<b>SPECIAL BUSINESS (7:00 pm)</b>							
	AB xxxx: Women's History Month & International Women's Day Proclamation						
<b>CONSENT CALENDAR</b>							
	AB:xxxx: ARCH Work Program, Budget and Trust Fund approval				Alison Van Gorp		
<b>PUBLIC HEARING</b>							
<b>REGULAR BUSINESS</b>							
<b>EXECUTIVE SESSION</b>							

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<b>MARCH 19</b>		<b>DUE</b>	<b>3/8</b>	<b>3/11</b>	<b>3/11</b>	<b>3/12</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
<b>CONSENT CALENDAR</b>						
--	Open Space Conservancy Trust Board Annual Report and Work Plan			Alaine Sommargren		
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
<b>EXECUTIVE SESSION</b>						

<b>APRIL 2</b>		<b>DUE</b>	<b>3/22</b>	<b>3/25</b>	<b>3/25</b>	<b>3/26</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
	AB xxxx: Sexual Assault Awareness Month Proclamation					
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
<b>EXECUTIVE SESSION</b>						

<b>APRIL 16</b>		<b>DUE</b>	<b>4/5</b>	<b>4/8</b>	<b>4/8</b>	<b>4/9</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						

	AB xxxx: Earth Day Proclamation		
	AB xxxx: Volunteer Appreciation Week Proclamation		
<b>CONSENT CALENDAR</b>			
<b>PUBLIC HEARING</b>			
<b>REGULAR BUSINESS</b>			
60	Critical Areas Ordinance – First Reading	Evan Maxim	
<b>EXECUTIVE SESSION</b>			

<b>MAY 7</b>		<b>DUE</b>	<b>4/26</b>	<b>4/29</b>	<b>4/29</b>	<b>4/30</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>				<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>						
45	Planning Commission Handoff – Community Facilities (Tentative)	Evan Maxim				
<b>SPECIAL BUSINESS (7:00 pm)</b>						
	AB xxxx: Building Safety Month Proclamation	Don Cole				
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
90	Public Hearing: Preview of 6-Year Transportation Improvement Program	Patrick Yamashita				
<b>REGULAR BUSINESS</b>						
45	Fourth Quarter 2018 Financial Status Report & 2019-2020 Budget Adjustments	Chip Corder				
60	Critical Areas Ordinance – Second Reading	Evan Maxim				
<b>EXECUTIVE SESSION</b>						

<b>MAY 21</b>		<b>DUE</b>	<b>5/10</b>	<b>5/13</b>	<b>5/13</b>	<b>5/14</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>				<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>						
60	AB xxxx: Sound Transit Park-and-Ride Parking Permit Program	Kirsten Taylor				Ali
<b>SPECIAL BUSINESS (7:00 pm)</b>						
	AB xxxx: Safe Boating and Paddling Week Proclamation	Ed Holmes				
	AB xxxx: Public Works Week Proclamation	Jason Kintner				
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						

<b>REGULAR BUSINESS</b>		
15	First Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments	Chip Corder
<b>EXECUTIVE SESSION</b>		

<b>JUNE 4</b>		<b>DUE</b>	<b>5/24</b>	<b>5/27</b>	<b>5/27</b>	<b>5/28</b>
ABSENCES:		TO:	D/P	FN	CA	Clerk
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
45	Adoption of 6-Year Transportation Improvement Program					Patrick Yamashita
<b>EXECUTIVE SESSION</b>						

<b>JUNE 18</b>		<b>DUE</b>	<b>6/7</b>	<b>6/10</b>	<b>6/10</b>	<b>6/11</b>
ABSENCES:		TO:	D/P	FN	CA	Clerk
ITEM TYPE   TIME   TOPIC				STAFF		SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
<b>EXECUTIVE SESSION</b>						

<b>JULY 2</b>		<b>DUE</b>	<b>6/21</b>	<b>6/24</b>	<b>6/24</b>	<b>6/25</b>
ABSENCES:		TO:	D/P	FN	CA	Clerk

ITEM TYPE   TIME   TOPIC	STAFF	SIGNER
<b>STUDY SESSION (6:00-7:00 pm)</b>		
<b>SPECIAL BUSINESS (7:00 pm)</b>		
AB xxxx: Parks & Recreation Month & Summer Celebration Proclamation	Jessi Bon	
<b>CONSENT CALENDAR</b>		
<b>PUBLIC HEARING</b>		
<b>REGULAR BUSINESS</b>		
<b>EXECUTIVE SESSION</b>		

JULY 16 ABSENCES:	DUE TO:	7/5 D/P	7/8 FN	7/8 CA	7/9 Clerk
<b>ITEM TYPE   TIME   TOPIC</b>			<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>					
<b>SPECIAL BUSINESS (7:00 pm)</b>					
AB xxxx: National Night Out Proclamation				Ed Holmes	
<b>CONSENT CALENDAR</b>					
<b>PUBLIC HEARING</b>					
<b>REGULAR BUSINESS</b>					
<b>EXECUTIVE SESSION</b>					

AUGUST 6 ABSENCES:	DUE TO:	7/26 D/P	7/29 FN	7/29 CA	7/30 Clerk
<b>ITEM TYPE   TIME   TOPIC</b>			<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>					
<b>SPECIAL BUSINESS (7:00 pm)</b>					
Women's Equality Day Proclamation					
<b>CONSENT CALENDAR</b>					



<b>PUBLIC HEARING</b>
<b>REGULAR BUSINESS</b>
<b>EXECUTIVE SESSION</b>

<b>AUGUST 20</b> ABSENCES:	<b>DUE TO:</b>	<b>8/9 D/P</b>	<b>8/12 FN</b>	<b>8/12 CA</b>	<b>8/13 Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>	<b>STAFF</b>			<b>SIGNER</b>	
<b>STUDY SESSION (6:00-7:00 pm)</b>					
<b>SPECIAL BUSINESS (7:00 pm)</b>					
<b>CONSENT CALENDAR</b>					
<b>PUBLIC HEARING</b>					
<b>REGULAR BUSINESS</b>					
<b>EXECUTIVE SESSION</b>					

<b>SEPTEMBER 3</b> ABSENCES:	<b>DUE TO:</b>	<b>8/23 D/P</b>	<b>8/26 FN</b>	<b>8/26 CA</b>	<b>8/27 Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>	<b>STAFF</b>			<b>SIGNER</b>	
<b>STUDY SESSION (6:00-7:00 pm)</b>					
<b>SPECIAL BUSINESS (7:00 pm)</b>					
5	Mayor’s Day of Concern for the Hungry Proclamation		Cindy Goodwin	Ali	
5	National Preparedness Month		Jennifer Franklin	Ali	
<b>CONSENT CALENDAR</b>					
<b>PUBLIC HEARING</b>					
<b>REGULAR BUSINESS</b>					
45	Second Quarter 2019 Financial Status Report & 2019-2020 Budget Adjustments		Chip Corder	Ali	
<b>EXECUTIVE SESSION</b>					

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

OCTOBER 1 ABSENCES:		DUE TO:	9/20 D/P	9/23 FN	9/23 CA	9/24 Clerk
ITEM TYPE   TIME   TOPIC			STAFF		SIGNER	
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
5	Domestic Violence Action Month Proclamation			Derek Franklin		Ali
5	National Community Planning Month			Evan Maxim		Ali
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
<b>EXECUTIVE SESSION</b>						

OCTOBER 15 ABSENCES:		DUE TO:	10/4 D/P	10/7 FN	10/7 CA	10/8 Clerk
ITEM TYPE   TIME   TOPIC			STAFF		SIGNER	
<b>STUDY SESSION (6:00-7:00 pm)</b>						

<b>SPECIAL BUSINESS (7:00 pm)</b>			
<b>CONSENT CALENDAR</b>			
<b>PUBLIC HEARING</b>			
<b>REGULAR BUSINESS</b>			
60	2019 Comprehensive Plan Amendments – First Reading	Evan Maxim	
<b>EXECUTIVE SESSION</b>			

<b>NOVEMBER 5</b>		<b>DUE</b>	<b>10/25</b>	<b>10/28</b>	<b>10/28</b>	<b>10/29</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>				<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
	Veteran’s Day Proclamation			Ali Spietz		Julie
<b>CONSENT CALENDAR</b>						
	2019 Comprehensive Plan Amendments – Second Reading			Evan Maxim		
<b>PUBLIC HEARING</b>						
<b>REGULAR BUSINESS</b>						
	2020 Comprehensive Plan Amendment Docket			Evan Maxim		
<b>EXECUTIVE SESSION</b>						

<b>NOVEMBER 19</b>		<b>DUE</b>	<b>11/8</b>	<b>11/11</b>	<b>11/11</b>	<b>11/12</b>
ABSENCES:		<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>				<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>						
<b>SPECIAL BUSINESS (7:00 pm)</b>						
<b>CONSENT CALENDAR</b>						
<b>PUBLIC HEARING</b>						
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		

<b>REGULAR BUSINESS</b>			
<b>EXECUTIVE SESSION</b>			

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

<b>DECEMBER 17</b>			<b>DUE</b>	<b>12/6</b>	<b>12/9</b>	<b>12/9</b>	<b>12/10</b>
<b>ABSENCES:</b>			<b>TO:</b>	<b>D/P</b>	<b>FN</b>	<b>CA</b>	<b>Clerk</b>
<b>ITEM TYPE   TIME   TOPIC</b>					<b>STAFF</b>		<b>SIGNER</b>
<b>STUDY SESSION (6:00-7:00 pm)</b>							
<b>SPECIAL BUSINESS (7:00 pm)</b>							
<b>CONSENT CALENDAR</b>							
<b>PUBLIC HEARING</b>							
<b>REGULAR BUSINESS</b>							
<b>EXECUTIVE SESSION</b>							

**Tentative Special Meeting January 28 in lieu of January 2 (Wednesday)**

**OTHER ITEMS TO BE SCHEDULED:**

- Parks Waterfront Structures Long-Term Planning – P. West
- Comprehensive Mobility Plan (ST Settlement) – K. Taylor

- Land Conservation Work Plan Update – A. Sommargren
- Open Space Vegetation Management – A. Sommargren

- Sound Transit Park-and-Ride Parking Permit Program – K. Taylor
- Cybersecurity Presentation – M. Kaser

**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 & Summer Celebration! (1st Jul)
- National Night Out (2nd 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)