



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

**AB 5521
December 18, 2018
Special Business**

MERCER ISLAND HIGH SCHOOL MARCHING BAND ROSE BOWL PERFORMANCE PROCLAMATION	Action: Proclaim January 1, 2019 as MIHS Band Day in Mercer Island.	<input 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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DEPARTMENT OF	City Manager (Ali Spietz)
COUNCIL LIAISON	n/a
EXHIBITS	1. Mercer Island High School Band Rose Bowl Parade Performance Proclamation
2018-2019 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

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

SUMMARY

In October 2017, the Mercer Island High School Marching Band (MIHS Band) was notified that they had been selected to participate in the 130th Tournament of Roses Parade in Pasadena, California on New Year’s Day 2019. Only 20 bands in the country were selected for the 2019 parade. This will be the fourth appearance for the MIHS Band, with the most recent in 2012.

At nearly 300 members, the MIHS Band program is one of the largest in the state. They perform at all MIHS home football games during the year as well as the MIHS Homecoming Parade. The Mercer Island community takes great pride in the MIHS Band’s performance history including international performances in China, Australia, England, and Canada.

In addition to fundraising for the nearly 300-member ensemble, one of the largest in the state, the MIHS Band has raised an additional \$33,000 to support the Banda Escolar de Guayanilla’s (BEG) trip to the Rose Parade. BEG, a community band from Puerto Rico, has said that due to the devastation of Hurricane Maria, their band would likely not have been able to make the trip to Pasadena, California without the help of the MIHS band.

RECOMMENDATION

Assistant to the City Manager

Mayor presents the proclamation to MIHS Band members proclaiming January 1, 2019 as MIHS Band Day in Mercer Island.



The City of Mercer Island, Washington

Proclamation

WHEREAS, the Mercer Island High School (MIHS) Marching Band has been selected as one of twenty high school marching bands to perform in the 130th Tournament of Roses Parade in Pasadena, California on New Year's Day 2019, watched by almost one million people.

WHEREAS, the MIHS Band program includes nearly 300 members, representing close to one in every four MIHS students, one of the largest bands in the state.

WHEREAS, the MIHS Band was selected by members of the Tournament of Roses Association based on musicianship, marching ability, and entertainment or special interest value.

WHEREAS, the MIHS Band has raised an additional \$33,000 to support the Banda Escolar de Guayanilla of Puerto Rico, from a community devastated by Hurricane Maria, also chosen for the 2019 Rose Parade, in addition to fundraising for their own travel needs.

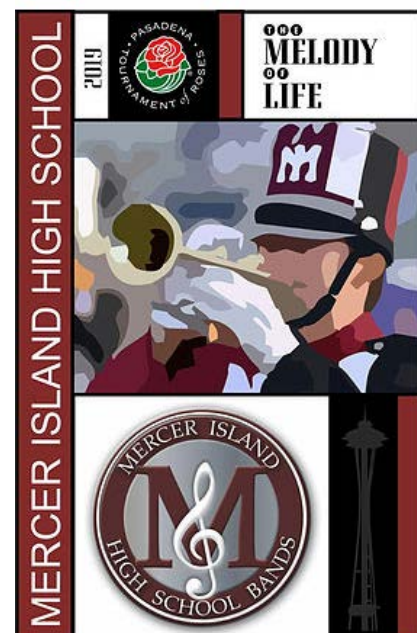
NOW, THEREFORE, I, Debbie Bertlin, Mayor of the City of Mercer Island, Washington, and on behalf of its City Council, do hereby proclaim January 1, 2019 as

MERCER ISLAND HIGH SCHOOL BAND DAY

in Mercer Island and congratulate Mercer Island High School Band members on this significant accomplishment.

APPROVED, this 18th day of December 2018.

Debbie Bertlin, Mayor



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	195845 -195969	12/06/2018	\$ 203,152.46
			\$ 203,152.46

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195845	12/06/2018	ACCESS BLACK BOX STORAGE, PICK UP &	P0101722	2910182	10/31/2018	445.95
00195846	12/06/2018	AMERIGAS-1400 2018 PROPANE DELIVERY	P0098165	3084310073	10/31/2018	1,033.82
00195847	12/06/2018	ANCHOR QEA LLC Construction management servic	P0099786	59673	10/24/2018	3,404.75
00195848	12/06/2018	ARTLANDER LLC Instructor fees - course #8002	P0101724	8002/8008	11/19/2018	121.10
00195849	12/06/2018	ASPECT CONSULTING LLC ST Long Term Parking - Tully's	P0101761	31370	11/06/2018	2,450.75
00195850	12/06/2018	ASPECT SOFTWARE INC Telestaff Monthly Maintenance/	P0101642	ASI045067	11/05/2018	165.00
00195851	12/06/2018	BACKFLOWS NORTHWEST INC BACKFLOW TESTING	P0101683	F5924	10/24/2018	810.00
00195852	12/06/2018	BECKWITH CONSULTING GROUP WAYFINDING SIGNAGE IMPLEMENTAT	P0100309	OH010912	11/01/2018	5,105.00
00195853	12/06/2018	BELLEVUE, CITY OF Final payment for 1/15/19 rent	P0101748	2100057	11/19/2018	128.75
00195854	12/06/2018	BERGER PARTNERSHIP PS, THE Luther Burbank Waterfront Plaz	P0100668	31000	11/08/2018	117.50
00195855	12/06/2018	BEST PARKING LOT CLEANING INC 2017-18 SANITARY SEWER CCTV	P0101679	V173401/553/453	10/24/2018	13,668.01
00195856	12/06/2018	BETTERINVESTING - PSC Rental FA-0657 completed. Retu	P0101698	FA0657	11/15/2018	400.00
00195857	12/06/2018	BLUELINE GROUP SE 22ND ST SE 22ND WATER	P0095975	15905	11/02/2018	6,987.75
00195858	12/06/2018	BON, JESSI FLEX SPEND REIMB		23NOV18	11/23/2018	993.70
00195859	12/06/2018	BRAKE AND CLUTCH SUPPLY NORTH ADSP Cartridge/8613	P0101710	76098/240/317	10/18/2018	2,292.88
00195860	12/06/2018	BRAVO ENVIRONMENTAL NW INC 2018 WATER MAIN LEAK DETECTION	P0101070	48221	10/29/2018	6,102.50
00195861	12/06/2018	BRUCE LEVEN HOBART PROP TRUST OVERPAYMENT REFUND		OH010898	12/04/2018	604.46
00195862	12/06/2018	BUILDERS HARDWARE & SUPPLY CO. CITY MANAGERS DOOR LOCK CYLIND	P0101671	S3667603001	10/23/2018	351.45
00195863	12/06/2018	CAROLLO ENGINEERS INC GENERAL SEWER PLAN UPDATE	P86399	0171585	11/12/2018	1,430.15
00195864	12/06/2018	CARTWRIGHT, ANALISA MILEAGE EXPENSE		OH010901	11/28/2018	115.22
00195865	12/06/2018	CASCADE COLUMBIA DISTRIBUTION SODIUM HYPOCHLORITE	P0101686	735442	11/01/2018	159.50
00195866	12/06/2018	CDW GOVERNMENT INC Mount for ELO B91	P0101465	PTW9206	10/31/2018	513.46
00195867	12/06/2018	CENTURYLINK PHONE USE NOV 2018		OH010900	11/23/2018	1,684.30
00195868	12/06/2018	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	1,331.00
00195869	12/06/2018	CHONG, TAEK & HYUNA OVERPAYMENT REFUND		OH010899	11/27/2018	189.20
00195870	12/06/2018	CHS ENGINEERS LLC 81 AVE BACKYARD SIDE SEWER PHA	P0097718	8017041810	10/26/2018	1,132.79

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195871	12/06/2018	CINTAS CORPORATION #460 2018 COVERALL/LAUNDRY SERVICE	P0099091	OH010913	10/31/2018	1,221.52
00195872	12/06/2018	CLERK OF COURT PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	450.50
00195873	12/06/2018	CODE PUBLISHING CO Website Development - Conversi	P0101766	61200/61826	08/31/2018	5,026.00
00195874	12/06/2018	CONFIDENTIAL DATA DISPOSAL Special (second) pickup of	P0101663	770709531	10/31/2018	245.00
00195875	12/06/2018	CONSOLIDATED PRESS Levy Mailer Printing and Maili	P0101732	22216	10/11/2018	2,153.11
00195876	12/06/2018	CORDER, CHARLES FLEX SPEND REIMB		23NOV18	11/23/2018	1,500.00
00195877	12/06/2018	CORRECT EQUIPMENT 2' Water Meter	P0101430	38343	11/13/2018	814.00
00195878	12/06/2018	CORRECTIONAL INDUSTRIES ACCTG staff clothing for Tony and Ka	P0101696	T067015	11/08/2018	212.26
00195879	12/06/2018	CRYSTAL AND SIERRA SPRINGS Monthly water service for LB B	P0098183	14555831110318	11/03/2018	354.57
00195880	12/06/2018	CULLIGAN SEATTLE WA Water Service/Fire	P0101643	201811672721	10/31/2018	204.51
00195881	12/06/2018	CW TITLE Rental FA-0733 completed. Retu	P0101695	FA0733	11/15/2018	150.00
00195882	12/06/2018	DAILY JOURNAL OF COMMERCE WAYFINDING SIGNS	P0101637	3341759	11/01/2018	236.00
00195883	12/06/2018	DATAQUEST LLC EMAC Volunteer Background Chec	P0101648	7017	10/31/2018	43.00
00195884	12/06/2018	DATEC INC. MDC Replacements E91,E92,E93	P0101538	33905	11/13/2018	18,353.25
00195885	12/06/2018	DENMAN, PAULETTE Returning credit from March Se	P0101719	OH010916	11/19/2018	457.60
00195886	12/06/2018	DEPARTMENT OF ECOLOGY STORMWATER CONSTRUCTION	P0101599	2019WAR306857	09/13/2018	623.71
00195887	12/06/2018	DUNBAR ARMORED November Armored Car Service	P0101699	4298117	11/01/2018	2,088.63
00195888	12/06/2018	EMERALD SERVICES INC OIL RECYCLING HAUL OUT	P0101636	78284240	10/29/2018	301.90
00195889	12/06/2018	ETIQUETTE FOR YOU Instructor payment for etiquet	P0101881	EFY1811101MICC	11/30/2018	910.00
00195890	12/06/2018	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0101676	99195	11/08/2018	311.23
00195891	12/06/2018	FEDEX OFFICE Lamination, cutting & other p	P0097713	OH010914	11/01/2018	77.00
00195892	12/06/2018	FERGUSON WATERWORKS #3011 HAND HELD FLEXNET M2 SOFTWARE	P0101684	0706068	10/18/2018	2,785.63
00195893	12/06/2018	GARDEN CYCLES HYDRANT METER REFUND		OH010903	11/28/2018	2,900.00
00195894	12/06/2018	GET Washington PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	100.00
00195895	12/06/2018	GOODYEAR TIRE & RUBBER CO, THE TIRE INVENTORY	P0101631	1951146943	11/02/2018	589.20
00195896	12/06/2018	GRAFIX SHOPPE Patrol Vehicle graphics - Invo	P0101650	123843	10/12/2018	68.00

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195897	12/06/2018	GRAINGER INVENTORY PURCHASES	P0101700	9005888202	11/15/2018	2,547.08
00195898	12/06/2018	GRAND & BENEDICTS INC Operating supplies for Thrift	P0097797	0980819IN	08/22/2018	959.80
00195899	12/06/2018	H D FOWLER DRAINAGE FABRIC	P0101689	I5009229	11/07/2018	986.98
00195900	12/06/2018	HAMLIN ROBINSON SCHOOL Rental FA-1651 completed. Retu	P0101717	FA1651	11/19/2018	85.00
00195901	12/06/2018	HANSPAL, HARINDERPAL PERMIT REFUND		1707156	12/05/2018	3,244.00
00195902	12/06/2018	HOME CARE ASSISTANCE OF WA LLC Senior Transportation Driving	P0101632	16853	11/05/2018	257.82
00195903	12/06/2018	HOME DEPOT CREDIT SERVICE INVENTORY PURCHASES	P0101702	0162638011803	11/16/2018	187.97
00195904	12/06/2018	HONEYWELL, MATTHEW V Professional Services - Invoic	P0101704	1064/1065/1066	11/06/2018	2,250.00
00195905	12/06/2018	HORIZON IRRIGATION BOXES	P0101687	3M291760	11/06/2018	122.30
00195906	12/06/2018	HORSCHMAN, BRENT FLEX SPEND REIMB		23NOV18	11/23/2018	246.60
00195907	12/06/2018	HUGHES FIRE EQUIPMENT INC Pressure Gov Transdu/8613	P0101641	531405	11/02/2018	435.53
00195908	12/06/2018	JOKINEN, DAVID R FLEX SPEND REIMB		23NOV18	11/23/2018	334.00
00195909	12/06/2018	KING COUNTY FINANCE Q3 2018 Alternative Transit Se	P0100245	2110635	11/19/2018	19,496.00
00195910	12/06/2018	KING COUNTY FINANCE SIGNAL SERVICES	P0101806	9495994960	10/31/2018	1,147.29
00195911	12/06/2018	KPG 2018 ON-CALL TRASPORTATION	P0100960	1018318	11/12/2018	6,806.08
00195912	12/06/2018	KUO, ELLEN Payout credit for TGA Premier	P0101721	OH010915	11/19/2018	371.00
00195913	12/06/2018	LIFE TEK INC First Aid Cards - 10/27 Class	P0101635	182759	10/31/2018	265.60
00195914	12/06/2018	LONG BUILDING TECHNOLOGIES INC FS92 HVAC SOFTWARE MAINTENANCE	P0101682	SCPAY0042298	10/25/2018	996.60
00195915	12/06/2018	MAGNAN, JEFF FLEX SPEND REIMB		23NOV18	11/23/2018	685.00
00195916	12/06/2018	MANRIQUEZ, CHERYL R FLEX SPEND REIMB		23NOV18	11/23/2018	184.46
00195917	12/06/2018	MARTEN LAW Professional Services - Invoic	P0101705	44087804	11/08/2018	635.20
00195918	12/06/2018	ME TO WE Rental FA-1709 completed. Retu	P0101716	FA1709	11/19/2018	50.00
00195919	12/06/2018	MERCER ISLAND GUILD OF EMA Insert into MI Phone Book	P0101652	12443	10/22/2018	450.00
00195920	12/06/2018	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	315.00
00195921	12/06/2018	MI HARDWARE - P&R Misc supplies MICEC	P0101633	OH010909	10/31/2018	96.48
00195922	12/06/2018	MI HARDWARE - POLICE CERT Supplies - Invoice # 1394	P0101647	OH010910	10/31/2018	114.78

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195923	12/06/2018	MOLTZ, ERIC MILEAGE EXPENSE		OH010904	11/15/2018	11.61
00195924	12/06/2018	MORENO, ALFREDO REPLACE WARRANT 195646		OH010905	12/04/2018	401.73
00195925	12/06/2018	MORGAN SOUND INC VIDEOGRAPHY COUNCIL MEETING	P0101670	MSI097388	10/18/2018	275.00
00195926	12/06/2018	MORRIS, CLINTON E FLEX SPEND REIMB		23NOV18	11/23/2018	1,903.57
00195927	12/06/2018	NAPA AUTO PARTS Parts/8613	P0101657	0900624031	10/19/2018	301.39
00195928	12/06/2018	NORTHWEST CENTER Rental FA-1798 completed. Retu	P0101694	FA1798	11/15/2018	50.00
00195929	12/06/2018	O'REILLY AUTOMOTIVE INC Parts for 7608	P0101662	2519485257/5387/	10/12/2018	84.52
00195930	12/06/2018	OLYMPIC ENVIRONMENTAL RES 2018 ANNUAL RECYCLING EVENT	P0098751	2018OER5	11/07/2018	9,954.20
00195931	12/06/2018	ORMSBY, ANNA FLEX SPENDING ACCT REIMB		23NOV18	11/23/2018	110.00
00195932	12/06/2018	PACIFIC RIM EQUIPMENT RENTAL EXCAVATOR RENTAL	P0101634	25064	10/09/2018	3,688.35
00195933	12/06/2018	PEREIRA, FLAVIA Rental FA-1346 completed. Retu	P0101718	FA1346	11/19/2018	400.00
00195934	12/06/2018	PETERSEN, CHRIS FLEX SPEND REIMB		23NOV18	11/23/2018	192.31
00195935	12/06/2018	PRAXAIR DISTRIBUTION INC 2018 ACETYLENE & OXYGEN TANK R	P0098287	85944513	10/31/2018	50.99
00195936	12/06/2018	PUBLIC SAFETY TESTING INC Q3 FF Subscription Fees	P0101644	20188675	10/08/2018	300.00
00195937	12/06/2018	PUGET SOUND PROJECT MGMT Rental FA-1324 completed.	P0101697	FA1324	11/15/2018	20.00
00195938	12/06/2018	PUGET SOUND SPECIALTIES INC. ULTRA VIOLET DE-ICER (49 BAGS)	P0101701	26362	11/13/2018	855.80
00195939	12/06/2018	REGIONAL TOXICOLOGY SERVICES Lab fees for C.Harnish clients	P0097703	TC2029010318	10/31/2018	46.15
00195940	12/06/2018	RICOH USA INC (FIRE) Copier Rental/Fire	P0101711	101317529	11/05/2018	320.87
00195941	12/06/2018	ROSTOV, HERSCHEL P FLEX SPEND REIMB		23NOV18	11/23/2018	28.70
00195942	12/06/2018	S & S TIRE Tires/7608	P0101709	188993	10/12/2018	1,042.17
00195943	12/06/2018	SEA WESTERN INC Bunker Gear	P0101656	208919	10/31/2018	2,763.79
00195944	12/06/2018	SEATTLE AUTOMOTIVE DIST INC Parts/8613	P0101661	553821128	10/26/2018	11.13
00195945	12/06/2018	SEQUOYAH ELECTRIC LLC PS 23 TRANSFER SWITCH	P0101601	7019145	10/26/2018	1,537.01
00195946	12/06/2018	SKYLINE COMMUNICATIONS INC EOC INTERNET	P0101668	IN44335	11/01/2018	206.55
00195947	12/06/2018	SME SOLUTIONS LLC FIRE STATION TANK MONITOR TEST	P0101678	267404	10/31/2018	373.86
00195948	12/06/2018	SOLOMON, MEARA FLEX SPEND REIMB		23NOV18	11/23/2018	192.31

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195949	12/06/2018	SOUND SAFETY PRODUCTS SAFETY BOOTS	P0101693	409395	11/14/2018	98.00
00195950	12/06/2018	STERICYCLE INC On-Call Services	P0101640	3004459969	10/31/2018	10.36
00195951	12/06/2018	STORM LAKE GROWERS INC Willow live stakes for slope	P0101629	18743	10/24/2018	1,103.93
00195952	12/06/2018	SUPPLY SOURCE INC,THE INVENTORY PURCHASES	P0101715	1805587	11/13/2018	1,306.58
00195953	12/06/2018	SWAN, MARY COUNCIL MEETING EXPENSE		OH010906	11/28/2018	16.98
00195954	12/06/2018	TEC EQUIPMENT INC Parts - 7608/8613	P0101659	OH010911	10/31/2018	483.01
00195955	12/06/2018	TETRA TECH INC LAKE LINE & PUMP STATION ACCES	P0099675	51378142	11/15/2018	32,809.25
00195956	12/06/2018	TOKAY SOFTWARE OCTOBER TEST REPORT	P0101638	108064	11/17/2018	149.00
00195957	12/06/2018	UNITED RENTALS NORTH AMERICA FORKLIFT VARIABLE REACH RENTAL	P0101691	162891721001	11/06/2018	997.66
00195958	12/06/2018	UNITED STATES TREASURY PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	109.19
00195959	12/06/2018	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		7DEC2018	12/07/2018	100.00
00195960	12/06/2018	VAN GORP, ALISON FLEX SPEND REIMB		23NOV18	11/23/2018	192.31
00195961	12/06/2018	VANHEERDEN, LYNETTE February Super Sitters refund	P0101720	OH010917	11/19/2018	54.00
00195962	12/06/2018	WASHINGTON STATE PATROL CPL Background Checks - Invoic	P0101646	I19002896	11/07/2018	144.00
00195963	12/06/2018	WASPC IACP Travel Expenses - Chief H	P0101651	INV028636	10/16/2018	884.14
00195964	12/06/2018	WCIA Performance & Payment Bond for	P0101454	14242	11/13/2018	750.00
00195965	12/06/2018	WEST, PAUL D FLEX SPEND REIMB		23NOV18	11/23/2018	1,142.35
00195966	12/06/2018	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0101685	432430	11/05/2018	103.64
00195967	12/06/2018	WHISTLE WORKWEAR SAFETY BOOTS & MISC. WORK CLOT	P0101714	3307	11/10/2018	194.65
00195968	12/06/2018	WIMACTEL INC POLICE LOBBY PAY PHONE	P0101669	000180319	11/01/2018	60.50
00195969	12/06/2018	WORKWEAR PLACE, THE MISC. WORK CLOTHES	P0101690	484	11/10/2018	134.72
					Total	203,152.46

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0101719	00195885	DENMAN, PAULETTE	Returning credit from March Se	457.60
P0101698	00195856	BETTERINVESTING - PSC	Rental FA-0657 completed. Retu	400.00
P0101718	00195933	PEREIRA, FLAVIA	Rental FA-1346 completed. Retu	400.00
P0101721	00195912	KUO, ELLEN	Payout credit for TGA Premier	371.00
P0101695	00195881	CW TITLE	Rental FA-0733 completed. Retu	150.00
P0101717	00195900	HAMLIN ROBINSON SCHOOL	Rental FA-1651 completed. Retu	85.00
P0101720	00195961	VANHEERDEN, LYNETTE	February Super Sitters refund	54.00
P0101716	00195918	ME TO WE	Rental FA-1709 completed. Retu	50.00
P0101694	00195928	NORTHWEST CENTER	Rental FA-1798 completed. Retu	50.00
P0101697	00195937	PUGET SOUND PROJECT MGMT	Rental FA-1324 completed.	20.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00195901	HANSPAL, HARINDERPAL	PERMIT REFUND	3,244.00
	00195893	GARDEN CYCLES	HYDRANT METER REFUND	2,900.00
P0101715	00195952	SUPPLY SOURCE INC,THE	INVENTORY PURCHASES	1,306.58
	00195861	BRUCE LEVEN HOBART PROP TRUST	OVERPAYMENT REFUND	604.46
P0101676	00195890	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	311.23
P0101665	00195897	GRAINGER	INVENTORY PURCHASES	209.80
	00195869	CHONG, TAEK & HYUNA	OVERPAYMENT REFUND	189.20
P0101702	00195903	HOME DEPOT CREDIT SERVICE	INVENTORY PURCHASES	187.97
P0101700	00195897	GRAINGER	INVENTORY PURCHASES	127.00
<i>Org Key: 814072 - United Way</i>				
	00195959	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	100.00
<i>Org Key: 814074 - Garnishments</i>				
	00195868	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	1,331.00
	00195872	CLERK OF COURT	PAYROLL EARLY WARRANTS	450.50
	00195958	UNITED STATES TREASURY	PAYROLL EARLY WARRANTS	109.19
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00195920	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	315.00
<i>Org Key: 814085 - GET Program Deductions</i>				
	00195894	GET Washington	PAYROLL EARLY WARRANTS	100.00
<i>Org Key: CA1100 - Administration (CA)</i>				
P0101705	00195917	MARTEN LAW	Professional Services - Invoic	635.20
	00195953	SWAN, MARY	COUNCIL MEETING EXPENSE	16.98
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0101704	00195904	HONEYWELL, MATTHEW V	Professional Services - Invoic	950.00
P0101704	00195904	HONEYWELL, MATTHEW V	Professional Services - Invoic	800.00
P0101704	00195904	HONEYWELL, MATTHEW V	Professional Services - Invoic	500.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0101732	00195875	CONSOLIDATED PRESS	Levy Mailer Printing and Maili	2,153.11
<i>Org Key: CM1200 - City Clerk</i>				
P0101766	00195873	CODE PUBLISHING CO	Website Development - Conversi	3,937.50
P0101766	00195873	CODE PUBLISHING CO	Doc. Hosting - Comp. Plan, Sta	1,088.50
<i>Org Key: CO6100 - City Council</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101670	00195925	MORGAN SOUND INC	VIDEOGRAPHY COUNCIL MEETING	275.00
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P0101644	00195936	PUBLIC SAFETY TESTING INC	Q3 FF Subscription Fees	300.00
<i>Org Key: DS4550 - Utility Inspection (Clearing)</i>				
P0101714	00195967	WHISTLE WORKWEAR	SAFETY BOOTS & MISC. WORK CLOT	194.65
<i>Org Key: FN2100 - Data Processing</i>				
	00195864	CARTWRIGHT, ANALISA	MILEAGE EXPENSE	17.99
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0101684	00195892	FERGUSON WATERWORKS #3011	HAND HELD FLEXNET M2 SOFTWARE	1,392.82
	00195864	CARTWRIGHT, ANALISA	MILEAGE EXPENSE	97.23
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0101684	00195892	FERGUSON WATERWORKS #3011	HAND HELD FLEXNET M2 SOFTWARE	1,392.81
<i>Org Key: FR1100 - Administration (FR)</i>				
	00195867	CENTURYLINK	PHONE USE NOV 2018	419.99
P0101711	00195940	RICOH USA INC (FIRE)	Copier Rental/Fire	320.87
P0101643	00195880	CULLIGAN SEATTLE WA	Water Service/Fire	204.51
P0101642	00195850	ASPECT SOFTWARE INC	Telestaff Monthly Maintenance/	165.00
<i>Org Key: FR2100 - Fire Operations</i>				
P0101710	00195859	BRAKE AND CLUTCH SUPPLY NORTH	Brakes/Rotors/Oil Seal/8613	1,583.54
P0101709	00195942	S & S TIRE	Tires/7608	1,042.17
P0101710	00195859	BRAKE AND CLUTCH SUPPLY NORTH	Caliper/8613	671.19
P0101659	00195954	TEC EQUIPMENT INC	Parts - 7608/8613	483.01
P0101641	00195907	HUGHES FIRE EQUIPMENT INC	Pressure Gov Transdu/8613	435.53
P0101712	00195943	SEA WESTERN INC	Bunker Gear	415.25
P0101657	00195927	NAPA AUTO PARTS	Parts/8613	301.39
P0101662	00195929	O'REILLY AUTOMOTIVE INC	Parts for 7608	84.52
P0101710	00195859	BRAKE AND CLUTCH SUPPLY NORTH	ADSP Cartridge/8613	38.15
P0101661	00195944	SEATTLE AUTOMOTIVE DIST INC	Parts/8613	11.13
<i>Org Key: FR2400 - Fire Suppression</i>				
P0101656	00195943	SEA WESTERN INC	Calibration/Gas Cylinders/MSA	2,348.54
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0101640	00195950	STERICYCLE INC	On-Call Services	10.36
<i>Org Key: FR5100 - Community Risk Reduction</i>				
P0101635	00195913	LIFE TEK INC	First Aid Cards - 10/27 Class	265.60
<i>Org Key: GGM001 - General Government-Misc</i>				
P0101699	00195887	DUNBAR ARMORED	November Armored Car Service	603.69
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P0101663	00195874	CONFIDENTIAL DATA DISPOSAL	City Shredding - Invoice # 707	200.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00195867	CENTURYLINK	PHONE USE NOV 2018	759.30
P0101722	00195845	ACCESS	BLACK BOX STORAGE, PICK UP &	445.95
	00195924	MORENO, ALFREDO	REPLACE WARRANT 195646	401.73

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101669	00195968	WIMACTEL INC	POLICE LOBBY PAY PHONE	60.50
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0101806	00195910	KING COUNTY FINANCE	SIGNAL SERVICES	1,147.29
<i>Org Key: MT3100 - Water Distribution</i>				
P0101070	00195860	BRAVO ENVIRONMENTAL NW INC	2018 WATER MAIN LEAK DETECTION	3,212.50
P0101664	00195897	GRAINGER	PORTABLE PIPE THREADING MACHIN	2,210.28
P0101070	00195860	BRAVO ENVIRONMENTAL NW INC	2018 WATER MAIN LEAK DETECTION	890.00
	00195923	MOLTZ, ERIC	MILEAGE EXPENSE	11.61
<i>Org Key: MT3150 - Water Quality Event</i>				
P0101638	00195956	TOKAY SOFTWARE	OCTOBER TEST REPORT	149.00
P0101686	00195865	CASCADE COLUMBIA DISTRIBUTION	SODIUM HYPOCHLORITE	159.50
<i>Org Key: MT3300 - Water Associated Costs</i>				
P0101685	00195966	WHISTLE WORKWEAR	MISC. WORK CLOTHES	103.64
P0101693	00195949	SOUND SAFETY PRODUCTS	SAFETY BOOTS	98.00
<i>Org Key: MT3400 - Sewer Collection</i>				
P94698	00195855	BEST PARKING LOT CLEANING INC	2017-18 SANITARY SEWER CCTV	297.00
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0101691	00195957	UNITED RENTALS NORTH AMERICA	FORKLIFT VARIABLE REACH RENTAL	997.66
	00195867	CENTURYLINK	PHONE USE NOV 2018	505.01
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P0101690	00195969	WORKWEAR PLACE, THE	MISC. WORK CLOTHES	134.72
<i>Org Key: MT3800 - Storm Drainage</i>				
P0101679	00195855	BEST PARKING LOT CLEANING INC	2018 ON CALL CCTV	9,602.83
P0101679	00195855	BEST PARKING LOT CLEANING INC	2018 ON CALL CCTV	2,095.70
P0101679	00195855	BEST PARKING LOT CLEANING INC	2018 ON CALL CCTV	1,672.48
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0099091	00195871	CINTAS CORPORATION #460	2018 COVERALL/LAUNDRY SERVICE	1,221.52
P0098183	00195879	CRYSTAL AND SIERRA SPRINGS	2018 PW WATER DELIVERY SERVICE	140.74
<i>Org Key: MT4200 - Building Services</i>				
P0101682	00195914	LONG BUILDING TECHNOLOGIES INC	FS92 HVAC SOFTWARE	996.60
P0101683	00195851	BACKFLOWS NORTHWEST INC	BACKFLOW TESTING	630.00
P0101671	00195862	BUILDERS HARDWARE & SUPPLY CO.	CITY MANAGERS DOOR LOCK CYLIND	351.45
<i>Org Key: MT4300 - Fleet Services</i>				
P0098165	00195846	AMERIGAS-1400	2018 PROPANE DELIVERY	1,033.82
P0101631	00195895	GOODYEAR TIRE & RUBBER CO, THE	TIRE INVENTORY	589.20
P0101678	00195947	SME SOLUTIONS LLC	FIRE STATION TANK MONITOR TEST	373.86
P0101636	00195888	EMERALD SERVICES INC	OIL RECYCLING HAUL OUT	301.90
P0098287	00195935	PRAXAIR DISTRIBUTION INC	2018 ACETYLENE & OXYGEN TANK R	50.99
<i>Org Key: MT4420 - Transportation Planner Eng</i>				
P0100960	00195911	KPG	2018 ON-CALL TRASPORTATION	6,806.08
<i>Org Key: MT4800 - Water Conservation</i>				
P0101070	00195860	BRAVO ENVIRONMENTAL NW INC	2018 WATER MAIN LEAK DETECTION	2,000.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT4900 - Solid Waste</i>				
P0098751	00195930	OLYMPIC ENVIRONMENTAL RES	2018 ANNUAL RECYCLING EVENT	9,954.20
<i>Org Key: MTBE01 - Maint of Medians & Planters</i>				
P0101687	00195905	HORIZON	IRRIGATION BOXES	122.30
<i>Org Key: MTBE04 - Wayfinding Sign Program</i>				
P0100309	00195852	BECKWITH CONSULTING GROUP	WAYFINDING SIGNAGE	5,105.00
P0101637	00195882	DAILY JOURNAL OF COMMERCE	WAYFINDING SIGNS	236.00
<i>Org Key: PO1100 - Administration (PO)</i>				
P0101651	00195963	WASPC	IACP Travel Expenses - Chief H	884.14
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0101652	00195919	MERCER ISLAND GUILD OF	EMA Insert into MI Phone Book	450.00
P0101668	00195946	SKYLINE COMMUNICATIONS INC	EOC INTERNET	206.55
P0101647	00195922	MI HARDWARE - POLICE	CERT Supplies - Invoice # 1394	112.82
P0101648	00195883	DATAQUEST LLC	EMAC Volunteer Background Chec	43.00
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0101646	00195962	WASHINGTON STATE PATROL	CPL Background Checks - Invoice	144.00
<i>Org Key: PO2100 - Patrol Division</i>				
P0101650	00195896	GRAFIX SHOPPE	Patrol Vehicle graphics - Invo	68.00
<i>Org Key: PO2200 - Marine Patrol</i>				
P0101647	00195922	MI HARDWARE - POLICE	Marine Patrol Supplies - Invoi	1.96
<i>Org Key: PR1100 - Administration (PR)</i>				
P0097711	00195879	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	69.71
<i>Org Key: PR2100 - Recreation Programs</i>				
P0101881	00195889	ETIQUETTE FOR YOU	Instructor payment for etiquet	910.00
P0101724	00195848	ARTLANDER LLC	Instructor fees - course #8008	72.80
P0101724	00195848	ARTLANDER LLC	Instructor fees - course #8002	48.30
<i>Org Key: PR3500 - Senior Services</i>				
P0101632	00195902	HOME CARE ASSISTANCE OF WA LLC	Senior Transportation Driving	257.82
<i>Org Key: PR4100 - Community Center</i>				
P0101699	00195887	DUNBAR ARMORED	November Armored Car Service	600.62
P0101696	00195878	CORRECTIONAL INDUSTRIES ACCTG	staff clothing for Tony and Ka	212.26
P0101701	00195938	PUGET SOUND SPECIALTIES INC.	ULTRA VIOLET DE-ICER (49 BAGS)	256.74
P0101683	00195851	BACKFLOWS NORTHWEST INC	BACKFLOW TESTING	180.00
P0101633	00195921	MI HARDWARE - P&R	Misc supplies MICEC	96.48
<i>Org Key: PR6100 - Park Maintenance</i>				
P0101701	00195938	PUGET SOUND SPECIALTIES INC.	ULTRA VIOLET DE-ICER (49 BAGS)	154.04
P0098183	00195879	CRYSTAL AND SIERRA SPRINGS	2018 PW /PARKS BLDG. WATER SER	74.41
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P0101701	00195938	PUGET SOUND SPECIALTIES INC.	ULTRA VIOLET DE-ICER (49 BAGS)	145.49
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P0101701	00195938	PUGET SOUND SPECIALTIES INC.	ULTRA VIOLET DE-ICER (49 BAGS)	154.04

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PR6700 - 190 Park Maintenance</i>				
P0101701	00195938	PUGET SOUND SPECIALTIES INC.	ULTRA VIOLET DE-ICER (49 BAGS)	145.49
<i>Org Key: PY4617 - Flex Spending Admin 2017</i>				
	00195931	ORMSBY, ANNA	FLEX SPENDING ACCT REIMB	54.00
<i>Org Key: PY4618 - Flex Spending Admin 2018</i>				
	00195926	MORRIS, CLINTON E	FLEX SPEND REIMB	1,903.57
	00195876	CORDER, CHARLES	FLEX SPEND REIMB	1,500.00
	00195965	WEST, PAUL D	FLEX SPEND REIMB	1,142.35
	00195858	BON, JESSI	FLEX SPEND REIMB	993.70
	00195915	MAGNAN, JEFF	FLEX SPEND REIMB	685.00
	00195908	JOKINEN, DAVID R	FLEX SPEND REIMB	334.00
	00195906	HORSCHMAN, BRENT	FLEX SPEND REIMB	246.60
	00195934	PETERSEN, CHRIS	FLEX SPEND REIMB	192.31
	00195948	SOLOMON, MEARA	FLEX SPEND REIMB	192.31
	00195960	VAN GORP, ALISON	FLEX SPEND REIMB	192.31
	00195916	MANRIQUEZ, CHERYL R	FLEX SPEND REIMB	184.46
	00195931	ORMSBY, ANNA	FLEX SPEND REIMB	56.00
	00195941	ROSTOV, HERSCHEL P	FLEX SPEND REIMB	28.70
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0101761	00195849	ASPECT CONSULTING LLC	ST Long Term Parking - Tully's	2,450.75
<i>Org Key: VCP105 - Transit Funding Placeholder</i>				
P0100245	00195909	KING COUNTY FINANCE	Q3 2018 Alternative Transit Se	19,496.00
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P0101538	00195884	DATEC INC.	MDC Replacements E91,E92,E93	18,353.25
P0101465	00195866	CDW GOVERNMENT INC	A91 A92 MDC Mounting Parts	404.34
P0101493	00195866	CDW GOVERNMENT INC	Mount for ELO B91	109.12
<i>Org Key: WP506R - Swim Beach Repair at Groveland</i>				
P0099786	00195847	ANCHOR QEA LLC	Construction management servic	3,404.75
P0101629	00195951	STORM LAKE GROWERS INC	Willow live stakes for slope	1,103.93
<i>Org Key: WR517R - SE 40th (A) Corridor Improvemt</i>				
P0101599	00195886	DEPARTMENT OF ECOLOGY	STORMWATER CONSTRUCTION	623.71
<i>Org Key: WS101U - Backyard Sewer System Impvt</i>				
P0097718	00195870	CHS ENGINEERS LLC	81 AVE BACKYARD SIDE SEWER PHA	1,132.79
<i>Org Key: WS103P - Sewer 20 yr CIP Plan</i>				
P86399	00195863	CAROLLO ENGINEERS INC	GENERAL SEWER PLAN UPDATE	1,430.15
<i>Org Key: WS712P - Pump Sta/Lake Line Access Eval</i>				
P0099675	00195955	TETRA TECH INC	LAKE LINE & PUMP STATION ACCES	32,809.25
<i>Org Key: WS901E - Sewer Sys Emergency Repairs</i>				
P0101601	00195945	SEQUOYAH ELECTRIC LLC	PS 23 TRANSFER SWITCH	1,537.01
<i>Org Key: WW120S - Meter Replacement Residential</i>				
P0101430	00195877	CORRECT EQUIPMENT	2' Water Meter	814.00
<i>Org Key: WW717R- Main SE 22nd Street</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0095975	00195857	BLUELINE GROUP	SE 22ND ST SE 22ND WATER	6,987.75
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
P0101634	00195932	PACIFIC RIM EQUIPMENT RENTAL	EXCAVATOR RENTAL	3,688.35
P0101689	00195899	H D FOWLER	DRAINAGE FABRIC	986.98
P0101454	00195964	WCIA	Performance & Payment Bond for	750.00
P0100668	00195854	BERGER PARTNERSHIP PS, THE	Luther Burbank Waterfront Plaz	117.50
<i>Org Key: YF1100 - YFS General Services</i>				
P0101699	00195887	DUNBAR ARMORED	November Armored Car Service	280.63
P0101748	00195853	BELLEVUE, CITY OF	Final payment for 1/15/19 rent	128.75
P0097713	00195891	FEDEX OFFICE	Lamination, cutting & other p	77.00
P0097711	00195879	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	69.71
<i>Org Key: YF1200 - Thrift Shop</i>				
P0097797	00195898	GRAND & BENEDICTS INC	Operating supplies for Thrift	959.80
P0101699	00195887	DUNBAR ARMORED	November Armored Car Service	603.69
P0101729	00195874	CONFIDENTIAL DATA DISPOSAL	Special (second) pickup of	45.00
<i>Org Key: YF2100 - School/City Partnership</i>				
P0097703	00195939	REGIONAL TOXICOLOGY SERVICES	Lab fees for C.Harnish clients	46.15
Total				203,152.46

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	195970 -196138	12/13/2018	\$ 304,642.88
			\$ 304,642.88

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0101838	00195978	BURNS, LEAH	Rental FA-1996 completed. Retu	400.00
P0101835	00196020	HAYNES, SANDY	Rental FA-2143 completed. Retu	400.00
P0101836	00196025	HOUSTON, DONELLA	Rental FA-1390 completed. Retu	400.00
P0101837	00196125	VISWANATHAN, PRABHA	Rental FA-0646 completed. Retu	400.00
P0101834	00196113	THRIVE COMMUNITIES	Rental FA-0865 completed. Retu	185.00
P0101938	00196061	MTI PHYSICAL THERAPY	Rental FA-1525 completed. Retu	100.00
P0101937	00195993	CRYSTAL MOUNTAIN ALPINE CLUB	Rental FA-1016 completed. Retu	50.00
P0101839	00196031	JENSEN, ANN	Rental FA-2026 completed. Retu	50.00
P0101936	00196049	MERCER ISLAND YOUNG LIFE	Rental FA-1894 completed. Retu	50.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0101786	00196016	H D FOWLER	INVENTORY PURCHASES	6,056.19
P0101780	00196016	H D FOWLER	INVENTORY PURCHASES	3,338.74
P0101795	00196069	OWEN EQUIPMENT COMPANY	INVENTORY PURCHASES	2,288.00
P0101775	00196016	H D FOWLER	INVENTORY PURCHASES	1,965.30
	00196098	SANO BARS LLC	OVERPAYMENT REFUND	1,303.72
P0101768	00196130	WALTER E NELSON CO	INVENTORY PURCHASES	1,329.11
P0101833	00196013	GRAINGER	INVENTORY PURCHASES	376.13
P0101841	00196013	GRAINGER	INVENTORY PURCHASES	362.38
	00196078	PEGELOW, WENDY	OVERPAYMENT REFUND	292.57
P0101787	00196115	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	295.24
P0101772	00196010	GEMPLER'S INC	INVENTORY PURCHASES	182.62
P0101840	00196001	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	189.66
P0101842	00196013	GRAINGER	INVENTORY PURCHASES	174.55
P0101771	00196105	STAPLES ADVANTAGE	INVENTORY PURCHASES	63.62
P0101791	00195975	BLUETARP CREDIT SERVICES	INVENTORY PURCHASES	52.65
<i>Org Key: CA1100 - Administration (CA)</i>				
P0101910	00196089	RELX INC DBA LEXISNEXIS	Library Subscriptions - Invoic	317.90
P0101910	00196089	RELX INC DBA LEXISNEXIS	Library Subscriptions - Invoic	317.90
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - C	74.16
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0101793	00196056	MOBERLY AND ROBERTS	Professional Services - Invoic	6,150.00
P0101815	00196024	HONEYWELL, MATTHEW V	Professional Services - Invoic	700.00
P0101808	00196011	GOODSON, DAVID M	Professional Services - Confli	500.00
P0101903	00196024	HONEYWELL, MATTHEW V	Professional Services - Invoic	500.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks for	123.60
P0101891	00196123	VERIZON WIRELESS	CM Phone - J. Underwood	58.00
<i>Org Key: CM1200 - City Clerk</i>				
P0101912	00195991	CODE PUBLISHING CO	New pages Ord. 18C-15; web upd	129.90
<i>Org Key: CM1300 - Sustainability</i>				
P0101923	00195984	CEDAR GROVE COMPOSTING INC	Organic Waste Service 11/18 Ci	27.60
P0101923	00195984	CEDAR GROVE COMPOSTING INC	Organic Waste Service 11/18 Lu	27.60
<i>Org Key: CO6100 - City Council</i>				
P0101830	00195995	DANIEL, KAMARIA	MITV Council Mtg on 11/20	480.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101830	00195995	DANIEL, KAMARIA	MITV Council Mtg on 11/26	450.00
P0101830	00195995	DANIEL, KAMARIA	MITV Council Mtg on 11/5	360.00
P0101830	00195995	DANIEL, KAMARIA	MITV MISD Mtg on 11/8	240.00
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - C	98.88
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - H	74.16
P0101891	00196123	VERIZON WIRELESS	HR Hotspot - L. Tawney	40.01
P0101872	00195999	EQUIFAX INFORMATION SVCS LLC	FF Background Investigations -	35.95
<i>Org Key: CT1100 - Municipal Court</i>				
P0101767	00196028	INTERCOM LANGUAGE SERVICES INC	Intercom invoice 18-422 Canton	260.00
P0101606	00195983	CDW GOVERNMENT INC	Printer for Court Room	241.87
P0101895	00196137	XEROX CORPORATION	xerox invoice #095161706	162.97
P0101908	00196028	INTERCOM LANGUAGE SERVICES INC	Interp invoice #18-430 - Arabi	130.00
P0101947	00196015	GREER, J SCOTT	Judge Pro Tem 12/10 - 2 hrs	100.00
<i>Org Key: DS1100 - Administration (DS)</i>				
P0101743	00196000	ESA	Peer review for 1803-256	1,561.03
P0101744	00196004	FCS GROUP	Cost of service and fee analys	1,505.00
P0101746	00196026	HUTCHINSON, LISA K	CART Services for September	812.00
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - D	568.56
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
P0101911	00196046	MASTERMARK	C. Chambers Name Plates - E. M	81.65
P0101904	00196126	WA LEGAL MESSENGERS INC	Legal Messenger Service to	30.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - F	222.48
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	353.61
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	266.42
P0101905	00196135	WHISTLE WORKWEAR	MISC. WORK CLOTHES	81.67
P0101888	00196124	VERIZON WIRELESS	CITYWORKS IPAD FOR JEEP	40.01
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	353.62
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	266.42
P0101905	00196135	WHISTLE WORKWEAR	MISC. WORK CLOTHES	81.65
P0101739	00196034	KC RECORDER	SEWER LIEN RELEASE	37.00
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	353.62
P0098388	00196050	METROPRESORT	October 2018 Printing and Mail	266.42
<i>Org Key: FNBE01 - Financial Services</i>				
P0097790	00196051	MI CHAMBER OF COMMERCE	MONTHLY BILLING FOR SERVICES	1,200.00
<i>Org Key: FR1100 - Administration (FR)</i>				
P0101824	00196109	SYSTEMS DESIGN WEST LLC	Transport Billing Fees	1,180.00
	00195985	CENTURYLINK	PHONE USE DEC 2018	164.94
P0101825	00195992	COMCAST	Internet Charges/Fire	108.55
P0101826	00195992	COMCAST	Internet Charges/Fire	88.60

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: FR2100 - Fire Operations</i>				
P0101822	00195976	BRAUN NORTHWEST INC.	Repairs to Aid 91 (Roof Damage)	2,887.47
P0101777	00196063	MUNICIPAL EMERGENCY SERVICES	SCBA Equipment	2,300.00
P0101777	00196063	MUNICIPAL EMERGENCY SERVICES	SCBA Equipment	1,473.92
P0101818	00196039	KROESENS UNIFORM COMPANY	Department Uniform Hat Order	1,230.13
P0101820	00196039	KROESENS UNIFORM COMPANY	Uniforms Pearson/Jackson	208.84
P0101819	00196042	LN CURTIS & SONS	Bunker Gear Gloves	137.44
P0101820	00196039	KROESENS UNIFORM COMPANY	4 Add'l Department Uniform Hat	125.40
P0101821	00196073	PACIFIC POWER GROUP LLC	Sealing Unit/8611	99.33
P0101823	00196039	KROESENS UNIFORM COMPANY	Uniform Shirt/Jackson	32.89
<i>Org Key: FR2400 - Fire Suppression</i>				
P0101781	00196042	LN CURTIS & SONS	Hose for New Engine	115.43
<i>Org Key: GGM001 - General Government-Misc</i>				
P0101742	00196080	POT O' GOLD INC	Coffee and tea supplies	703.17
P0101742	00196080	POT O' GOLD INC	filter for water cooler	68.31
P0101742	00196080	POT O' GOLD INC	Water cooler	27.50
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
P0101893	00196041	LEOPOLD, FREDERIC	LEOFF1 Retiree Medical Expense	7,775.00
P0101899	00196043	LYONS, STEVEN	FRLEOFF1 Retiree Medical Expn	436.03
P0101883	00196041	LEOPOLD, FREDERIC	LEOFF1 Retiree Medical Expense	146.75
P0101946	00195998	ELSOE, RONALD	LEOFF1 Retiree Medical Expense	49.79
<i>Org Key: IGMA02 - Alcoholism Program</i>				
P0099453	00196032	KC FINANCE	Remit 2018 Liquor Excise Tax	1,666.85
<i>Org Key: IS2100 - IGS Network Administration</i>				
P0101675	00195983	CDW GOVERNMENT INC	Meraki Renewal for WAPs and MD	5,081.10
	00195985	CENTURYLINK	PHONE USE DEC 2018	503.99
P0097789	00196044	MAGNAS LLC	MONTHLY LONG DISTANCE JAN-DEC	241.90
P0101887	00196124	VERIZON WIRELESS	IGS WIFI, LOANER, MDC1, SPARE	200.05
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - I	197.76
P0101843	00196131	WASHINGTON AWARDS INC	STAFF RECOGNITION	126.50
	00195985	CENTURYLINK	PHONE USE NOV 2018	114.10
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0101770	00196115	TRAFFIC SAFETY SUPPLY	STREET SIGNS	99.00
P0101769	00196115	TRAFFIC SAFETY SUPPLY	STREET SIGNS	111.21
P0101921	00196052	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	3.37
<i>Org Key: MT2255 - Urban Forest Management (ROW)</i>				
P0100487	00196067	NW ARBORICULTURE LLC	10% Retainage	258.00
<i>Org Key: MT3000 - Water Service Upsizes and New</i>				
P0101856	00195979	CADMAN INC	5/8"-MINUS ROCK (130.55 TONS)	1,248.16
<i>Org Key: MT3100 - Water Distribution</i>				
P0101856	00195979	CADMAN INC	5/8"-MINUS ROCK (130.55 TONS)	1,283.82
P0101798	00196018	HACH COMPANY	DPD FREE CHLORINE, 10-ML POWDE	239.68
P0101790	00196106	STAR RENTAL	ASPHALT CUTTER	165.15
P0101775	00196016	H D FOWLER	18.90 X 1" SADDLE BODY ONLY	147.01

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101730	00196023	HOME DEPOT CREDIT SERVICE	SAWZALL BLADES	28.53
<i>Org Key: MT3120 - Hydrant Maintenance</i>				
P0101882	00196016	H D FOWLER	HYDRANT GUARD POSTS 8" X 6'	117.32
<i>Org Key: MT3200 - Water Pumps</i>				
	00195985	CENTURYLINK	PHONE USE DEC 2018	238.76
<i>Org Key: MT3800 - Storm Drainage</i>				
P0101857	00196119	UNITED RENTALS NORTH AMERICA	MINI EXCAVATOR RENTAL	3,115.83
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0098167	00196123	VERIZON WIRELESS	2018 PW CELLULAR & DATA SERVIC	3,139.81
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - P	939.36
P0101862	00196007	FLAME CATERING SERVICES	PW RECOGNITION EVENT	580.94
P0101932	00196066	NOTEPADS YOUR WAY	RECOGNITION EVENT NOTEPADS	379.50
P0098189	00196122	UTILITIES UNDERGROUND LOCATION	2018 UTILTY NOTIFICATION	282.51
P0101817	00196062	MULTICARE IMMEDIATE CLINIC	CDL EXAM - E. MOLTZ	100.00
P0101817	00196062	MULTICARE IMMEDIATE CLINIC	CDL EXAM C.LEYDE	100.00
P0101809	00196048	MERCER ISLAND REPORTER	167116 RENEWAL	39.00
<i>Org Key: MT4200 - Building Services</i>				
P0101894	00196087	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICES CITY BUILD	5,126.11
P0101803	00196059	MORRIS-HANSEN ENT INC	CLEAN GUTTERS & WINDOWS FS92	963.00
P0101854	00196040	LAKESIDE DOORS INC	REPLACE DOOR CABLES FS91 APP B	766.70
P0101788	00196006	FIRE PROTECTION INC	FIRE & SEVURITY MONITORING	399.00
P0101844	00196070	PACIFIC AIR CONTROL INC	EXHAUST FAN POLICE BREAK ROOM	352.55
P0101752	00196059	MORRIS-HANSEN ENT INC	CLEAN GUTTERS & WINDOWS FS91	325.60
P0101944	00196059	MORRIS-HANSEN ENT INC	FS91 CLEAN WINDOWS & GUTTERS	311.00
P0101753	00196029	INTERIOR FOLIAGE CO, THE	CITY HALL INTERIOR LANDSCAPING	272.58
P0101942	00196072	PACIFIC MODULAR LLC	CARPET CLEANING FS92	150.00
	00196114	TOLLIVER, SCOTT	WORK CLOTHES	121.00
<i>Org Key: MT4300 - Fleet Services</i>				
P0101763	00196065	NORTH LAKE MARINA-	PATROL 11 SERVICE	12,529.61
P0101763	00196065	NORTH LAKE MARINA-	PATROL 11 SERVICE RO#2607	7,885.56
P0097948	00196068	OVERLAKE OIL	2018 FUEL DELIVERY	7,786.95
P0098294	00196054	MI SCHOOL DISTRICT #400	2018 SCHOOL DISTRICT FUEL	4,637.90
P0101763	00196065	NORTH LAKE MARINA-	MARINE PATROL FUEL	2,064.18
P0101763	00196065	NORTH LAKE MARINA-	PATROL 14 SERVICE 2607	1,983.32
P0097948	00196068	OVERLAKE OIL	2018 FUEL DELIVERY	1,826.83
P0101931	00196101	SME SOLUTIONS LLC	FIRE STATION TANK SERVICE CALL	688.81
P0098166	00196064	NAPA AUTO PARTS	2018 FLEET REPAIR PARTS AND	617.88
P0101863	00196071	PACIFIC GOLF & TURF	FL-0409 REPAIR PARTS	327.69
P0101764	00196075	PACIFIC RUBBER	FL-0431 REPAIR PARTS	243.45
P0101764	00196075	PACIFIC RUBBER	FL-0431 REPAIR PARTS	243.45
P0101813	00195996	DEPARTMENT OF LICENSING	SPECIAL FUEL BILLING FOR FL-04	190.25
P0101860	00196047	MERCER ISLAND CHEVRON	PATROL FUEL PURCHASES	147.86
P0101859	00196095	RWC GROUP	FL-0395 REPAIRS	147.59
P0101816	00195973	AUTONATION INC	REPAIR PARTS FOR FL-407 AND FL	83.18
<i>Org Key: PO1100 - Administration (PO)</i>				
P0101870	00196133	WASPC	Conference Registration - Chie	600.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101879	00196079	POLICE EXEC RESEARCH FORUM	2019 Police Executive Research	200.00
P0101880	00196027	IACP - MEMBERSHIP	IACP Dues - Chief Holmes - Inv	190.00
P0101869	00195972	AT&T MOBILITY	AT&T First Net Phone Service -	111.12
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0101909	00196108	SUCCESS MARKETING INC	Emergency Prep (1/2 cost)	4,945.00
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - P	889.92
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - E	296.64
P0101886	00196100	SKYLINE COMMUNICATIONS INC	EOC INTERNET SERVICES	206.55
P0101866	00196090	REMOTE SATELLITE SYSTEMS INT'L	EMAC Satellite Phone Service -	54.00
<i>Org Key: PO1700 - Records and Property</i>				
P0101874	00196137	XEROX CORPORATION	PD Copier - Invoice # 09512946	494.04
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0101876	00196030	ISSAQUAH CITY JAIL	Issaquah Jail Services 1800078	4,995.50
P0101875	00196099	SCORE	SCORE Jail Services - Invoice	3,850.00
<i>Org Key: PO2100 - Patrol Division</i>				
P0101867	00196117	TUSCAN ENTERPRISES INC	Replace damaged graphics on ve	330.00
P0101877	00196012	GRAFIX SHOPPE	Graphics for vehicle 508 - Inv	0.03
<i>Org Key: PO2200 - Marine Patrol</i>				
P0101878	00196096	SAFE BOATS	Repair work on Patrol 12 - Inv	2,530.00
<i>Org Key: PO2201 - Dive Team</i>				
P0101871	00196118	UNDERWATER SPORTS INC.	Repair and maintenance of dive	1,590.00
<i>Org Key: PO3100 - Investigation Division</i>				
P0101868	00196112	THOMSON REUTERS - WEST	Background Investigative servi	334.48
<i>Org Key: PO4100 - Firearms Training</i>				
P0101885	00196091	RENTON FISH & GAME CLUB INC	Range fees for new officer tra	75.00
<i>Org Key: PR1100 - Administration (PR)</i>				
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - P	865.20
P0097873	00196136	XEROX CORPORATION	2018 - Lease charges for LB Ad	144.30
P0097795	00196086	QUENCH USA INC	Quench system - (LB-Parks & Re	59.40
	00195985	CENTURYLINK	PHONE USE DEC 2018	52.57
P0097873	00196136	XEROX CORPORATION	Use charge 9/21/18 to 10/30/18	20.05
<i>Org Key: PR2108 - Health and Fitness</i>				
P0101914	00195988	CHRISTIANSEN, ANNE	Instructor fees #2510	1,079.40
P0101939	00196093	ROSENSTEIN, SUSIE	Kristiann Schoening, Rose McGe	750.00
P0101760	00195970	AABCO BARRICADE COMPANY INC	Lights for Egg Hunt	650.00
P0101934	00196097	SALZETTI, ERIC	Sharon Samms and Brad Fowler 4	300.00
P0101916	00196094	ROSENSTEIN, SUSIE	Instructor fee Inv #142	240.00
<i>Org Key: PR3500 - Senior Services</i>				
P0101915	00196022	HOME CARE ASSISTANCE OF WA LLC	Senior transportation driving	382.50
P0101915	00196022	HOME CARE ASSISTANCE OF WA LLC	Senior transportation driving	365.50
P0101756	00196022	HOME CARE ASSISTANCE OF WA LLC	Senior transportation driving	365.50
	00196060	MORTENSON, DIANE M	BULK MAIL PERMIT DEPOSIT	150.00
<i>Org Key: PR4100 - Community Center</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101894	00196087	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICES CITY BUILD	2,496.77
P0101733	00196058	MORGAN SOUND INC	Service call 8/17/18, 8/16/18,	742.50
P0101831	00196132	WASHINGTON FITNESS SERV INC	Quarterly service of exercise	188.00
P0101788	00196006	FIRE PROTECTION INC	FIRE & SEVURITY MONITORING	150.15
P0101935	00195994	CRYSTAL SPRINGS	Starbucks coffee supplies	133.34
P0101833	00196013	GRAINGER	DISPOSABLE GLOVES & ALL PURPOS	49.11
<i>Org Key: PR5200 - Public Art</i>				
P0101312	00196008	FOSSIL INDUSTRIES INC	1/2" exterior CHPL graphic. Pa	290.00
<i>Org Key: PR5300 - Community Arts Support</i>				
P0101829	00196129	WALLS, JAMES	Live performance at Firehouse	500.00
P0101759	00196138	YOUTH THEATER NORTHWEST	Show sponsorship - Fantastic M	250.00
<i>Org Key: PR5600 - Cultural & Performing Arts</i>				
P0101758	00196092	RHOADES, LANCE	MIAC Literary Classic on Film	400.00
P0101759	00196138	YOUTH THEATER NORTHWEST	Show sponsorship - Fantastic M	250.00
<i>Org Key: PR5700 - Special Programs</i>				
P0101759	00196138	YOUTH THEATER NORTHWEST	Show sponsorship - Fantastic M	250.00
<i>Org Key: PR6100 - Park Maintenance</i>				
P0098206	00195970	AABCO BARRICADE COMPANY INC	Rotary Run - cones candlestick	5,610.66
P0101853	00196055	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,188.61
P0101900	00196127	WA ST DEPT OF AGRICULTURE	Pesticide License Renewal fee	132.00
P0101801	00196014	GRANGE SUPPLY INC	HAY STRAW (BALES)	60.45
P0101814	00196102	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	39.92
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P0101853	00196055	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	107.02
	00195985	CENTURYLINK	PHONE USE DEC 2018	86.34
P0101814	00196102	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	65.79
P0101900	00196127	WA ST DEPT OF AGRICULTURE	Pesticide License Renewal fee	33.00
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P0101853	00196055	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	2,347.97
P0101894	00196087	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICES CITY BUILD	2,151.25
P0101850	00196070	PACIFIC AIR CONTROL INC	CARETAKER HOUSE FURNANCE REPAI	614.10
P0101788	00196006	FIRE PROTECTION INC	FIRE & SEVURITY MONITORING	215.97
P0101751	00196059	MORRIS-HANSEN ENT INC	CLEAN WINDOWS CARETAKERS	126.00
P0097870	00195989	CINTAS CORPORATION #460	2018 weekly rug cleaning servi	123.00
P0101814	00196102	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	118.87
P0101900	00196127	WA ST DEPT OF AGRICULTURE	Pesticide License Renewal fee	66.00
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P0101832	00196104	SPORTSLABS USA	GMAX TEST FOR SOUTH MERCER	3,750.00
P0101900	00196127	WA ST DEPT OF AGRICULTURE	Pesticide License Renewal fee	33.00
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
P0101853	00196055	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	718.67
P0097869	00195981	CAMDEN GARDENS	Aljoya & Aubrey Davis Park Sh	424.88
P0097942	00196121	UNITED SITE SERVICES	2018 Portable Toilet Rentals &	151.20
P0097942	00196121	UNITED SITE SERVICES	2018 Portable Toilet Rentals &	142.05

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0097745	00196110	T2 SYSTEMS CANADA INC	Monthly charges for boat launc	77.00
<i>Org Key: PR6800 - Trails Maintenance</i>				
P0100487	00196067	NW ARBORICULTURE LLC	10% Retainage	294.50
<i>Org Key: ST0020 - ST Long Term Parking</i>				
P0101845	00196076	PARKWAY CENTER MANAGEMENT GRP	Sound Transit Long Term Parkin	4,122.60
P0101792	00196045	MARTEN LAW	Professional Services - Invoice	3,017.17
<i>Org Key: WD105R - Watercourse Minor Repairs</i>				
P0101858	00196120	UNITED REPROGRAPHICS	WASTERCOURSE RIPARIAN	76.52
<i>Org Key: WG101R - City Hall Building Repairs</i>				
P0101852	00195987	CHEMAQUA	CHEMICAL TREATMENT CONTROLLER	3,731.91
P0101440	00196116	TRU MECHANICAL INC	CHANGE ORDER	2,331.33
<i>Org Key: WG104R - Thrift Shop Repairs</i>				
P0101851	00196003	FASTSIGNS SEATTLE	REPLACE STOLEN SIGN	1,011.45
<i>Org Key: WG105R - Community Center Bldg Repairs</i>				
P0101849	00196037	KOROSEAL INTERIOR PRODUCTS LLC	KITCHEN WALL REPAIR MATERIAL	714.73
<i>Org Key: WG141E - MICEC Equipment Replacement</i>				
P0101626	00196103	SPORTS IMPORTS	pickleball and badminton poles	3,742.75
<i>Org Key: WG550R - Fuel Clean Up</i>				
P0099477	00196002	FARALLON CONSULTING LLC	PHASE 3 TECHNICAL SERVICES FOR	27,835.52
<i>Org Key: WP115S - ICP North Out Field</i>				
P0101773	00196134	WAVE ELECTRICAL LLC	ICP Scoreboard lights	4,149.20
<i>Org Key: WP122P - Open Space - Pioneer/Engstrom</i>				
P0101749	00195990	CLARK'S NATIVE TREES & SHRUBS	Native Plants for Open Space	3,035.98
P0100487	00196067	NW ARBORICULTURE LLC	10% Retainage	246.50
P0097942	00196121	UNITED SITE SERVICES	2018 Portable Toilet Rentals &	75.60
<i>Org Key: WP122R - Vegetation Management</i>				
P0097332	00196057	MONARCH LANDSCAPE HOLDINGS	Mercerdale Hillside Park Veget	6,600.00
P0101802	00195990	CLARK'S NATIVE TREES & SHRUBS	Clark's Native Trees & Shrubs	4,840.93
P93946	00195997	EARTHCORPS INC	2017 - 2018 EarthCorps Volunt	3,049.41
P0101749	00195990	CLARK'S NATIVE TREES & SHRUBS	Native Plants for Open Space	2,932.61
P0098328	00196017	HABITAT RESTORATION SPEC LLC	Retainage - Clarke Beach Park	2,331.65
P0101802	00195990	CLARK'S NATIVE TREES & SHRUBS	Native Plants for Open Space	709.97
<i>Org Key: WP506R - Swim Beach Repair at Groveland</i>				
P0099786	00195971	ANCHOR QEA LLC	Construction management servic	2,135.25
<i>Org Key: WP720R - Recurring Park Projects</i>				
P0098339	00196005	FIELDTURF NORTHWEST INC	Enlarge the home dugout at ICP	5,748.60
P0101738	00196016	H D FOWLER	INSULATION POUCH FOR FAKE ROCK	70.35
<i>Org Key: WR111R - Pavement Markings</i>				
P0101594	00196009	FREEWAY TRAILER SALES	PAVEMENT MARKING TRAILER	6,001.03
<i>Org Key: WR140C - Pedestrian & Bicycle Facility</i>				
P0101898	00195980	CALPORTLAND COMPANY	#4 X DUST ROCK (30.52 TONS)	1,513.29

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0101787	00196115	TRAFFIC SAFETY SUPPLY	BIKE ROUTE SIGNS	48.44
<i>Org Key: WR140H - Minor Trail Improvements</i>				
P0101897	00196074	PACIFIC RIM EQUIPMENT RENTAL	EXCAVATOR RENTAL	2,602.54
P0101856	00195979	CADMAN INC	5/8"-MINUS ROCK (130.55 TONS)	677.57
<i>Org Key: WR517R - SE 40th (A) Corridor Improvemnt</i>				
P0100240	00196038	KPG	SE 40TH CORRIDOR IMPROVEMENTS	5,416.00
<i>Org Key: WR716R - ICW (3100 to SE 27th)</i>				
P0101861	00196128	WA ST DEPT OF TRANSPORTATION	TRAFFIC SIGNAL LOOP	120.52
<i>Org Key: WS511R - Sewer Special Catch Basins</i>				
P0101889	00195986	CESSCO	ICS POWER PACK RENTAL FOR OCTO	1,674.75
P0101889	00195986	CESSCO	RING SAW PARTS	816.82
P0101902	00196111	TACOMA SCREW PRODUCTS INC	SS WEDGE ANCHORS	199.66
P0101889	00195986	CESSCO	CREDIT RETURNED PARTS	-706.86
<i>Org Key: WW120S - Meter Replacement Residential</i>				
P0097695	00196021	HDR ENGINEERING INC	WATER METER MASTER	1,120.41
<i>Org Key: WW535C - Air Vacs Phase III</i>				
P0101794	00196016	H D FOWLER	3'0" VALVE STEM EXTENSIONS	108.99
<i>Org Key: WW801X - Fluoride Station Removal</i>				
P0101856	00195979	CADMAN INC	3/4" WASHED GRAVEL (33.65 TONS)	813.29
P0101856	00195979	CADMAN INC	5/8"-MINUS ROCK (130.55 TONS)	356.62
<i>Org Key: XG150T - Small Tech/Equipment</i>				
P0101848	00196035	KEY CODE MEDIA	COUNCIL MEETINGS A/V	2,194.51
<i>Org Key: XP710R - Luther BB Minor Capital LEVY</i>				
P0100905	00196088	REID MIDDLETON INC	Luther Burbank Dock Configurat	6,462.50
P0095040	00195982	CARDINAL ARCHITECTURE PC	LBP Boiler Building Drainage &	1,444.40
P0101855	00196074	PACIFIC RIM EQUIPMENT RENTAL	EXCAVATOR RENTAL	1,286.30
P0101917	00196085	PUGET SOUND ENERGY	Re-establish power connection	492.00
P0100563	00195977	BUNTTING INC	LBP Waterfront Concession Stan	250.00
P0101738	00196016	H D FOWLER	6" SCH 40 PVC 45 ELBOWS	45.83
<i>Org Key: YF1100 - YFS General Services</i>				
P0101909	00196108	SUCCESS MARKETING INC	Custom Emergency Backpacks - Y	593.28
P0097715	00196137	XEROX CORPORATION	Lease & overage charges for b/	185.61
P0097795	00196086	QUENCH USA INC	Quench system for LB-YFS porti	59.40
P0097704	00196053	MI HARDWARE - YFS	Various supplies for	49.50
P0097796	00196124	VERIZON WIRELESS	Broadband services remote acce	40.01
<i>Org Key: YF1200 - Thrift Shop</i>				
P0101894	00196087	RAINIER BUILDING SRV OF WA INC	JANITORIAL SERVICES CITY BUILD	2,184.74
P0097805	00196107	STRANGER, THE	Advertising for Thrift Shop -	1,600.00
P0101750	00196059	MORRIS-HANSEN ENT INC	CLEAN GUTTERS & WINDOWS	250.80
P0101943	00196059	MORRIS-HANSEN ENT INC	WINDOW WASHING & GUTTER	250.80
	00195974	BASSETT, NANETTE	WATCH BATTERIES	195.44
P0101788	00196006	FIRE PROTECTION INC	FIRE & SEVURITY MONITORING	185.97
	00195985	CENTURYLINK	PHONE USE DEC 2018	170.25

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0097795	00196086	QUENCH USA INC	Quench system at Tshop	118.80
<i>Org Key: YF2600 - Family Assistance</i>				
P0097798	00196033	KC HOUSING AUTHORITY	Rental assistance for Emergenc	432.00
P0097799	00196077	PEBBLE @ MIPC, THE	Preschool scholarships for	318.50
P0101884	00196036	KOCH, KEITH	Childcare payment for EA clien	312.00
P0097804	00196084	PUGET SOUND ENERGY	Utility Assistance for Emergen	215.96
P0099320	00196019	HADLEY APARTMENTS	Utilities and rent payments fo	78.30
P0097804	00196082	PUGET SOUND ENERGY	Utility Assistance for Emergen	77.28
P0097804	00196083	PUGET SOUND ENERGY	Utility Assistance for Emergen	66.58
P0097804	00196081	PUGET SOUND ENERGY	Utility Assistance for Emergen	26.31
Total				304,642.88

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195970	12/13/2018	AABCO BARRICADE COMPANY INC Lights for Egg Hunt	P0098206	2228	04/04/2018	6,260.66
00195971	12/13/2018	ANCHOR QEA LLC Construction management servic	P0099786	60131	11/27/2018	2,135.25
00195972	12/13/2018	AT&T MOBILITY AT&T First Net Phone Service -	P0101869	287287975486	11/11/2018	111.12
00195973	12/13/2018	AUTONATION INC REPAIR PARTS FOR FL-407 AND FL	P0101816	129536/130287	10/01/2018	83.18
00195974	12/13/2018	BASSETT, NANETTE WATCH BATTERIES		OH010958	12/03/2018	195.44
00195975	12/13/2018	BLUETARP CREDIT SERVICES INVENTORY PURCHASES	P0101791	OH010949	11/25/2018	52.65
00195976	12/13/2018	BRAUN NORTHWEST INC. Repairs to Aid 91 (Roof Damage	P0101822	23387	11/08/2018	2,887.47
00195977	12/13/2018	BUNTTING INC LBP Waterfront Concession Stan	P0100563	OH010924	10/24/2018	250.00
00195978	12/13/2018	BURNS, LEAH Rental FA-1996 completed. Retu	P0101838	FA1996	11/29/2018	400.00
00195979	12/13/2018	CADMAN INC 5/8"-MINUS ROCK (130.55 TONS)	P0101856	5564481/5247/148	11/02/2018	4,379.46
00195980	12/13/2018	CALPORTLAND COMPANY #4 X DUST ROCK (30.52 TONS)	P0101898	93983144/84826	11/27/2018	1,513.29
00195981	12/13/2018	CAMDEN GARDENS Aljoya & Aubrey Davis Park Sh	P0097869	70413	12/01/2018	424.88
00195982	12/13/2018	CARDINAL ARCHITECTURE PC LBP Boiler Building Drainage &	P0095040	6	10/31/2018	1,444.40
00195983	12/13/2018	CDW GOVERNMENT INC Printer for Court Room	P0101675	QBQ1059	11/17/2018	5,322.97
00195984	12/13/2018	CEDAR GROVE COMPOSTING INC Organic Waste Service 11/18 Ci	P0101923	0000428118	11/30/2018	55.20
00195985	12/13/2018	CENTURYLINK PHONE USE DEC 2018		OH010960	12/01/2018	1,330.95
00195986	12/13/2018	CESSCO RING SAW PARTS	P0101889	9827/9802/35201	11/16/2018	1,784.71
00195987	12/13/2018	CHEMAQUA CHEMICAL TREATMENT CONTROLLER	P0101852	3341046	11/15/2018	3,731.91
00195988	12/13/2018	CHRISTIANSEN, ANNE Instructor fees #2510	P0101914	2510	12/06/2018	1,079.40
00195989	12/13/2018	CINTAS CORPORATION #460 2018 weekly rug cleaning servi	P0097870	4011864078/40121	11/05/2018	123.00
00195990	12/13/2018	CLARK'S NATIVE TREES & SHRUBS Native Plants for Open Space	P0101749	18180C	10/11/2018	11,519.49
00195991	12/13/2018	CODE PUBLISHING CO New pages Ord. 18C-15; web upd	P0101912	61924	11/28/2018	129.90
00195992	12/13/2018	COMCAST Internet Charges/Fire	P0101825	OH010926	11/18/2018	197.15
00195993	12/13/2018	CRYSTAL MOUNTAIN ALPINE CLUB Rental FA-1016 completed. Retu	P0101937	FA1016	12/09/2018	50.00
00195994	12/13/2018	CRYSTAL SPRINGS Starbucks coffee supplies	P0101935	13123243112318	11/23/2018	133.34
00195995	12/13/2018	DANIEL, KAMARIA MITV Council Mtg on 11/5	P0101830	021	11/27/2018	1,530.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00195996	12/13/2018	DEPARTMENT OF LICENSING SPECIAL FUEL BILLING FOR FL-04	P0101813	OH010920	06/30/2018	190.25
00195997	12/13/2018	EARTHCORPS INC 2017 - 2018 EarthCorps Volunt	P93946	7179	10/31/2018	3,049.41
00195998	12/13/2018	ELSOE, RONALD LEOFF1 Retiree Medical Expense	P0101946	OH010941	12/10/2018	49.79
00195999	12/13/2018	EQUIFAX INFORMATION SVCS LLC FF Background Investigations -	P0101872	5102964	11/17/2018	35.95
00196000	12/13/2018	ESA Peer review for 1803-256	P0101743	140385	10/18/2018	1,561.03
00196001	12/13/2018	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0101840	99812	11/28/2018	189.66
00196002	12/13/2018	FARALLON CONSULTING LLC PHASE 3 TECHNICAL SERVICES FOR	P0099477	0030994	11/13/2018	27,835.52
00196003	12/13/2018	FASTSIGNS SEATTLE REPLACE STOLEN SIGN	P0101851	20675189	09/13/2018	1,011.45
00196004	12/13/2018	FCS GROUP Cost of service and fee analys	P0101744	282021810005	10/19/2018	1,505.00
00196005	12/13/2018	FIELDTURF NORTHWEST INC Enlarge the home dugout at ICP	P0098339	9458	03/21/2018	5,748.60
00196006	12/13/2018	FIRE PROTECTION INC FIRE & SEVURITY MONITORING	P0101788	47260	11/01/2018	951.09
00196007	12/13/2018	FLAME CATERING SERVICES PW RECOGNITION EVENT	P0101862	23084	11/29/2018	580.94
00196008	12/13/2018	FOSSIL INDUSTRIES INC 1/2" exterior CHPL graphic. Pa	P0101312	F83330	10/09/2018	290.00
00196009	12/13/2018	FREEWAY TRAILER SALES PAVEMENT MARKING TRAILER	P0101594	155350	11/08/2018	6,001.03
00196010	12/13/2018	GEMPLER'S INC INVENTORY PURCHASES	P0101772	SI04333236	11/20/2018	182.62
00196011	12/13/2018	GOODSON, DAVID M Professional Services - Confli	P0101808	20181009	11/27/2018	500.00
00196012	12/13/2018	GRAFIX SHOPPE Graphics for vehicle 508 - Inv	P0101877	123843CORR	10/12/2018	0.03
00196013	12/13/2018	GRAINER INVENTORY PURCHASES	P0101833	9014561451	11/26/2018	962.17
00196014	12/13/2018	GRANGE SUPPLY INC HAY STRAW (BALES)	P0101801	700479	11/20/2018	60.45
00196015	12/13/2018	GREER, J SCOTT Judge Pro Tem 12/10 - 2 hrs	P0101947	OH010942	12/10/2018	100.00
00196016	12/13/2018	H D FOWLER INSULATION POUCH FOR FAKE ROCK	P0101794	I5018443	11/16/2018	11,849.73
00196017	12/13/2018	HABITAT RESTORATION SPEC LLC Retainage - Clarke Beach Park	P0098328	OH010943	12/06/2018	2,331.65
00196018	12/13/2018	HACH COMPANY DPD FREE CHLORINE, 10-ML POWDE	P0101798	11232229	11/21/2018	239.68
00196019	12/13/2018	HADLEY APARTMENTS Utilities and rent payments fo	P0099320	OH010929	11/29/2018	78.30
00196020	12/13/2018	HAYNES, SANDY Rental FA-2143 completed. Retu	P0101835	FA2143	11/29/2018	400.00
00196021	12/13/2018	HDR ENGINEERING INC WATER METER MASTER REPLACEMENT	P0097695	1200154765	11/08/2018	1,120.41

Accounts Payable Report by Check Number

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00196022	12/13/2018	HOME CARE ASSISTANCE OF WA LLC Senior transportation driving	P0101756	17115	11/19/2018	1,113.50
00196023	12/13/2018	HOME DEPOT CREDIT SERVICE SAWZALL BLADES	P0101730	0196315071532	11/19/2018	28.53
00196024	12/13/2018	HONEYWELL, MATTHEW V Professional Services - Invoic	P0101815	1068	11/20/2018	1,200.00
00196025	12/13/2018	HOUSTON, DONELLA Rental FA-1390 completed. Retu	P0101836	FA1390	11/29/2018	400.00
00196026	12/13/2018	HUTCHINSON, LISA K CART Services for September	P0101746	3663	09/28/2018	812.00
00196027	12/13/2018	IACP - MEMBERSHIP IACP Dues - Chief Holmes - Inv	P0101880	0049400	11/05/2018	190.00
00196028	12/13/2018	INTERCOM LANGUAGE SERVICES INC Interp invoice #18-430 - Arabi	P0101767	18422	11/21/2018	390.00
00196029	12/13/2018	INTERIOR FOLIAGE CO, THE CITY HALL INTERIOR LANDSCAPING	P0101753	40364	11/01/2018	272.58
00196030	12/13/2018	ISSAQUAH CITY JAIL Issaquah Jail Services 1800078	P0101876	18000782	11/20/2018	4,995.50
00196031	12/13/2018	JENSEN, ANN Rental FA-2026 completed. Retu	P0101839	FA2026	11/29/2018	50.00
00196032	12/13/2018	KC FINANCE Remit 2018 Liquor Excise Tax	P0099453	2110792	11/28/2018	1,666.85
00196033	12/13/2018	KC HOUSING AUTHORITY Rental assistance for Emergenc	P0097798	OH010930	11/29/2018	432.00
00196034	12/13/2018	KC RECORDER SEWER LIEN RELEASE	P0101739	OH010918	11/20/2018	37.00
00196035	12/13/2018	KEY CODE MEDIA COUNCIL MEETINGS A/V	P0101848	0072013IN	11/16/2018	2,194.51
00196036	12/13/2018	KOCH, KEITH Childcare payment for EA clien	P0101884	0018	10/21/2018	312.00
00196037	12/13/2018	KOROSEAL INTERIOR PRODUCTS LLC KITCHEN WALL REPAIR MATERIAL	P0101849	B393189	11/09/2018	714.73
00196038	12/13/2018	KPG SE 40TH CORRIDOR IMPROVEMENTS	P0100240	1016318	11/08/2018	5,416.00
00196039	12/13/2018	KROESENS UNIFORM COMPANY Department Uniform Hat Order	P0101823	52754	11/12/2018	1,597.26
00196040	12/13/2018	LAKESIDE DOORS INC REPLACE DOOR CABLES FS91 APP B	P0101854	8123	11/08/2018	766.70
00196041	12/13/2018	LEOPOLD, FREDERIC LEOFF1 Retiree Medical Expense	P0101883	OH010939	12/03/2018	7,921.75
00196042	12/13/2018	LN CURTIS & SONS Bunker Gear Gloves	P0101781	INV233217	11/13/2018	252.87
00196043	12/13/2018	LYONS, STEVEN FRLEOFF1 Retiree Medical Expen	P0101899	OH010937	12/04/2018	436.03
00196044	12/13/2018	MAGNAS LLC MONTHLY LONG DISTANCE JAN-DEC	P0097789	OH010931	11/30/2018	241.90
00196045	12/13/2018	MARTEN LAW Professional Services - Invoic	P0101792	44087803	11/08/2018	3,017.17
00196046	12/13/2018	MASTERMARK C. Chambers Name Plates - E. M	P0101911	2550120	11/21/2018	81.65
00196047	12/13/2018	MERCER ISLAND CHEVRON PATROL FUEL PURCHASES	P0101860	OH010932	10/22/2018	147.86

Accounts Payable Report by Check Number

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00196048	12/13/2018	MERCER ISLAND REPORTER 167116 RENEWAL	P0101809	OH010921	11/02/2018	39.00
00196049	12/13/2018	MERCER ISLAND YOUNG LIFE Rental FA-1894 completed. Retu	P0101936	FA1894	12/09/2018	50.00
00196050	12/13/2018	METROPRESORT October 2018 Printing and Mail	P0098388	IN602445/612/774	10/29/2018	1,860.11
00196051	12/13/2018	MI CHAMBER OF COMMERCE MONTHLY BILLING FOR SERVICES	P0097790	OH010928	11/26/2018	1,200.00
00196052	12/13/2018	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P0101921	OH010951	11/30/2018	3.37
00196053	12/13/2018	MI HARDWARE - YFS Various supplies for	P0097704	OH010944	11/30/2018	49.50
00196054	12/13/2018	MI SCHOOL DISTRICT #400 2018 SCHOOL DISTRICT FUEL	P0098294	20181001/1101	12/03/2018	4,637.90
00196055	12/13/2018	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P0101853	OH010933	11/30/2018	4,362.27
00196056	12/13/2018	MOBERLY AND ROBERTS Professional Services - Invoic	P0101793	779	11/01/2018	6,150.00
00196057	12/13/2018	MONARCH LANDSCAPE HOLDINGS Mercerdale Hillside Park Veget	P0097332	IN000022232	10/31/2018	6,600.00
00196058	12/13/2018	MORGAN SOUND INC Service call 8/17/18, 8/16/18,	P0101733	MSI097460	10/24/2018	742.50
00196059	12/13/2018	MORRIS-HANSEN ENT INC FS91 CLEAN WINDOWS & GUTTERS	P0101750	55469	05/11/2018	2,227.20
00196060	12/13/2018	MORTENSON, DIANE M BULK MAIL PERMIT DEPOSIT		OH010959	12/10/2018	150.00
00196061	12/13/2018	MTI PHYSICAL THERAPY Rental FA-1525 completed. Retu	P0101938	FA1525	12/09/2018	100.00
00196062	12/13/2018	MULTICARE IMMEDIATE CLINIC CDL EXAM - E. MOLTZ	P0101817	8514	11/01/2018	200.00
00196063	12/13/2018	MUNICIPAL EMERGENCY SERVICES SCBA Equipment	P0101777	IN1282236	11/13/2018	3,773.92
00196064	12/13/2018	NAPA AUTO PARTS 2018 FLEET REPAIR PARTS AND	P0098166	OH010919	10/31/2018	617.88
00196065	12/13/2018	NORTH LAKE MARINA- PATROL 11 SERVICE	P0101763	2770/2585/2607/2	07/26/2018	24,462.67
00196066	12/13/2018	NOTEPADS YOUR WAY RECOGNITION EVENT NOTEPADS	P0101932	12704	11/29/2018	379.50
00196067	12/13/2018	NW ARBORICULTURE LLC 10% Retainage	P0100487	OH010952	12/06/2018	799.00
00196068	12/13/2018	OVERLAKE OIL 2018 FUEL DELIVERY	P0097948	0191117IN	12/03/2018	9,613.78
00196069	12/13/2018	OWEN EQUIPMENT COMPANY INVENTORY PURCHASES	P0101795	00091357	11/26/2018	2,288.00
00196070	12/13/2018	PACIFIC AIR CONTROL INC EXHAUST FAN POLICE BREAK ROOM	P0101850	15998	11/09/2018	966.65
00196071	12/13/2018	PACIFIC GOLF & TURF FL-0409 REPAIR PARTS	P0101863	0262698	10/18/2018	327.69
00196072	12/13/2018	PACIFIC MODULAR LLC CARPET CLEANING FS92	P0101942	6299	11/09/2018	150.00
00196073	12/13/2018	PACIFIC POWER GROUP LLC Sealing Unit/8611	P0101821	649421600	11/13/2018	99.33

Accounts Payable Report by Check Number

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00196074	12/13/2018	PACIFIC RIM EQUIPMENT RENTAL EXCAVATOR RENTAL	P0101855	25064A	11/21/2018	3,888.84
00196075	12/13/2018	PACIFIC RUBBER FL-0431 REPAIR PARTS	P0101764	R015034	11/15/2018	486.90
00196076	12/13/2018	PARKWAY CENTER MANAGEMENT GRP Sound Transit Long Term Parkin	P0101845	OH010934	11/30/2018	4,122.60
00196077	12/13/2018	PEBBLE @ MIPC, THE Preschool scholarships for	P0097799	OH010935	11/29/2018	318.50
00196078	12/13/2018	PEGELOW, WENDY OVERPAYMENT REFUND		OH010955	12/05/2018	292.57
00196079	12/13/2018	POLICE EXEC RESEARCH FORUM 2019 Police Executive Research	P0101879	7241	11/15/2018	200.00
00196080	12/13/2018	POT O' GOLD INC Water cooler	P0101742	181826/16/2162	11/18/2018	798.98
00196081	12/13/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010945	12/10/2018	26.31
00196082	12/13/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010946	12/10/2018	77.28
00196083	12/13/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010947	12/10/2018	66.58
00196084	12/13/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH010948	12/10/2018	215.96
00196085	12/13/2018	PUGET SOUND ENERGY Re-establish power connection	P0101917	OH010953	11/14/2018	492.00
00196086	12/13/2018	QUENCH USA INC Quench system - (LB-Parks & Re	P0097795	INV01517531	12/01/2018	237.60
00196087	12/13/2018	RAINIER BUILDING SRV OF WA INC JANITORIAL SERVICES CITY BUILD	P0101894	18498	10/31/2018	11,958.87
00196088	12/13/2018	REID MIDDLETON INC Luther Burbank Dock Configurat	P0100905	1811029	11/19/2018	6,462.50
00196089	12/13/2018	RELX INC DBA LEXISNEXIS Library Subscriptions - Invoic	P0101910	3091655716/74626	09/30/2018	635.80
00196090	12/13/2018	REMOTE SATELLITE SYSTEMS INT'L EMAC Satellite Phone Service -	P0101866	00097620	11/08/2018	54.00
00196091	12/13/2018	RENTON FISH & GAME CLUB INC Range fees for new officer tra	P0101885	OH010936	12/02/2018	75.00
00196092	12/13/2018	RHOADES, LANCE MIAC Literary Classic on Film	P0101758	OH010922	11/16/2018	400.00
00196093	12/13/2018	ROSENSTEIN, SUSIE Kristiann Schoening, Rose McGe	P0101939	143	12/05/2018	750.00
00196094	12/13/2018	ROSENSTEIN, SUSIE Instructor fee Inv #142	P0101916	142	12/04/2018	240.00
00196095	12/13/2018	RWC GROUP FL-0395 REPAIRS	P0101859	110489S	11/29/2018	147.59
00196096	12/13/2018	SAFE BOATS Repair work on Patrol 12 - Inv	P0101878	006849	11/22/2018	2,530.00
00196097	12/13/2018	SALZETTI, ERIC Sharon Samms and Brad Fowler 4	P0101934	3	11/30/2018	300.00
00196098	12/13/2018	SANO BARS LLC OVERPAYMENT REFUND		OH010957	12/07/2018	1,303.72
00196099	12/13/2018	SCORE SCORE Jail Services - Invoice	P0101875	3417	11/10/2018	3,850.00

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00196100	12/13/2018	SKYLINE COMMUNICATIONS INC EOC INTERNET SERVICES	P0101886	IN44394	12/01/2018	206.55
00196101	12/13/2018	SME SOLUTIONS LLC FIRE STATION TANK SERVICE CALL	P0101931	267294	11/26/2018	688.81
00196102	12/13/2018	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P0101814	418455/465/475	11/26/2018	224.58
00196103	12/13/2018	SPORTS IMPORTS pickleball and badminton poles	P0101626	141323	11/12/2018	3,742.75
00196104	12/13/2018	SPORTSLABS USA GMAX TEST FOR SOUTH MERCER	P0101832	3963	11/26/2018	3,750.00
00196105	12/13/2018	STAPLES ADVANTAGE INVENTORY PURCHASES	P0101771	3395888327	11/08/2018	63.62
00196106	12/13/2018	STAR RENTAL ASPHALT CUTTER	P0101790	35913634	11/16/2018	165.15
00196107	12/13/2018	STRANGER, THE Advertising for Thrift Shop -	P0097805	1118F3568	11/22/2018	1,600.00
00196108	12/13/2018	SUCCESS MARKETING INC Custom Emergency Backpacks - C	P0101909	23895	11/16/2018	9,889.00
00196109	12/13/2018	SYSTEMS DESIGN WEST LLC Transport Billing Fees	P0101824	MIFD1118	11/20/2018	1,180.00
00196110	12/13/2018	T2 SYSTEMS CANADA INC Monthly charges for boat launc	P0097745	INVSTD0000048143	11/25/2018	77.00
00196111	12/13/2018	TACOMA SCREW PRODUCTS INC SS WEDGE ANCHORS	P0101902	16264478	12/03/2018	199.66
00196112	12/13/2018	THOMSON REUTERS - WEST Background Investigative servi	P0101868	839200718	11/01/2018	334.48
00196113	12/13/2018	THRIVE COMMUNITIES Rental FA-0865 completed. Retu	P0101834	FA0865	11/29/2018	185.00
00196114	12/13/2018	TOLLIVER, SCOTT WORK CLOTHES		OH010956	12/07/2018	121.00
00196115	12/13/2018	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P0101769	INV008412	11/15/2018	553.89
00196116	12/13/2018	TRU MECHANICAL INC CHANGE ORDER	P0101440	7118	10/31/2018	2,331.33
00196117	12/13/2018	TUSCAN ENTERPRISES INC Replace damaged graphics on ve	P0101867	756958	11/11/2018	330.00
00196118	12/13/2018	UNDERWATER SPORTS INC. Repair and maintenance of dive	P0101871	20017471/2001746	11/14/2018	1,590.00
00196119	12/13/2018	UNITED RENTALS NORTH AMERICA MINI EXCAVATOR RENTAL	P0101857	162684217001	11/11/2018	3,115.83
00196120	12/13/2018	UNITED REPROGRAPHICS WASTERCOURSE RIPARIAN RESTORAT	P0101858	9082192IN	11/13/2018	76.52
00196121	12/13/2018	UNITED SITE SERVICES 2018 Portable Toilet Rentals &	P0097942	1147648915/16/17	11/16/2018	368.85
00196122	12/13/2018	UTILITIES UNDERGROUND LOCATION 2018 UTILTY NOTIFICATION	P0098189	8110187	11/30/2018	282.51
00196123	12/13/2018	VERIZON WIRELESS CM Phone - J. Underwood	P0098167	9818956357	11/23/2018	3,237.82
00196124	12/13/2018	VERIZON WIRELESS Broadband services remote acce	P0101887	9818956360	11/23/2018	280.07
00196125	12/13/2018	VISWANATHAN, PRABHA Rental FA-0646 completed. Retu	P0101837	FA0646	11/29/2018	400.00

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00196126	12/13/2018	WA LEGAL MESSENGERS INC Legal Messenger Service to	P0101904	333640	11/16/2018	30.00
00196127	12/13/2018	WA ST DEPT OF AGRICULTURE Pesticide License Renewal fee	P0101900	OH010940	12/04/2018	264.00
00196128	12/13/2018	WA ST DEPT OF TRANSPORTATION TRAFFIC SIGNAL LOOP	P0101861	RE41JZ0099L004	11/14/2018	120.52
00196129	12/13/2018	WALLS, JAMES Live performance at Firehouse	P0101829	OH010954	12/07/2018	500.00
00196130	12/13/2018	WALTER E NELSON CO INVENTORY PURCHASES	P0101768	678863	11/21/2018	1,329.11
00196131	12/13/2018	WASHINGTON AWARDS INC STAFF RECOGNITION	P0101843	66120	10/08/2018	126.50
00196132	12/13/2018	WASHINGTON FITNESS SERV INC Quarterly service of exercise	P0101831	W17208	11/24/2018	188.00
00196133	12/13/2018	WASPC Conference Registration - Chie	P0101870	INV028520	11/12/2018	600.00
00196134	12/13/2018	WAVE ELECTRICAL LLC ICP Scoreboard lights	P0101773	18111	07/16/2018	4,149.20
00196135	12/13/2018	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0101905	144472	11/24/2018	163.32
00196136	12/13/2018	XEROX CORPORATION 2018 - Lease charges for LB Ad	P0097873	095161704	11/20/2018	164.35
00196137	12/13/2018	XEROX CORPORATION xerox invoice #095161706	P0097715	095161705	11/20/2018	842.62
00196138	12/13/2018	YOUTH THEATER NORTHWEST Show sponsorship - Fantastic M	P0101759	30140	11/19/2018	750.00
					Total	<u>304,642.88</u>



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING
PAYROLL DATED

11.30.18
12.7.18

Net Cash	\$	520,817.93
Net Voids/Manuals	\$	15,629.65
Net Total	\$	536,447.58
Federal Tax Deposit - Key Bank	\$	85,860.02
Social Security and Medicare Taxes	\$	41,456.85
Medicare Taxes Only (Fire Fighter Employees)	\$	2,172.43
State Tax (Oregon)	\$	-
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	26,720.11
Public Employees Retirement System 3 (PERS 3)	\$	6,831.95
Public Employees Retirement System (PERSJM)	\$	767.68
Public Safety Employees Retirement System (PSERS)	\$	199.02
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	26,757.56
Regence & LEOFF Trust - Medical Insurance	\$	12,555.86
Domestic Partner/Overage Dependant - Insurance	\$	1,610.42
Group Health Medical Insurance	\$	1,184.44
Health Care - Flexible Spending Accounts	\$	3,333.57
Dependent Care - Flexible Spending Accounts	\$	1,689.11
United Way	\$	100.00
ICMA Deferred Compensation	\$	28,474.37
Fire 457 Nationwide	\$	6,716.98
Roth - ICMA	\$	260.00
Roth - Nationwide	\$	452.37
401K Deferred Comp	\$	-
Garnishments (Chapter 13)	\$	1,781.50
Tax Levy	\$	109.19
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	\$	96.00
Transportation	\$	125.00
HRA - VEBA	\$	4,274.05
Miscellaneous	\$	700.00
Nationwide Extra	\$	-
GET	\$	100.00
Oregon Transit Tax and Oregon Benefit Tax	\$	-
Tax & Benefit Obligations Total	\$	258,696.62

TOTAL GROSS PAYROLL **\$ 795,144.20**

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

Charles L. Corder

Finance Director

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

Mayor

Date



CITY COUNCIL MINUTES REGULAR MEETING MARCH 20, 2018

CALL TO ORDER & ROLL CALL

Mayor Debbie Bertlin called the meeting to order at 5:00 pm in the City Hall Council Chambers, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Bruce Bassett, Wendy Weiker (in attendance by phone from 5:30-6:00 pm; arrived in person at 6:30 pm), David Wisenteiner, and Benson Wong (arrived 5:10 pm) were present. Councilmember Tom Acker participated by phone for the Executive Session and was absent for the Regular Meeting.

AGENDA APPROVAL

It was moved by Bassett; seconded by Wisenteiner to:

Approve the agenda as presented.

Passed 4-0

FOR: 4 (Bertlin, Nice, Bassett, Wisenteiner)

ABSENT: 3 (Acker, Weiker, Wong)

EXECUTIVE SESSION

Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) for 60 minutes.

At 5:01 pm, Mayor Bertlin convened the Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) for 60 minutes.

At 5:56 pm, Mayor Bertlin adjourned the Executive Session.

The Council recessed until 6:00 pm.

STUDY SESSION

AB 5407 First/Last Mile Solutions – Bicycle and Pedestrian Issues

Ross Freeman, Sustainability Manager, introduced his co-presenters, Malva Slachowitz with King County Metro, Andreas Piller with the City of Bellevue, and Sam Morando with LimeBike. Mr. Freeman presented information regarding the funding from the Settlement Agreement with Sound Transit for first/last mile solutions, traffic and safety enhancements, and Aubrey Davis Park Master Plan. He also spoke about how these are integrated into existing work such as the Transportation Improvement Program (TIP), the Pedestrian and Bicycle Facilities and north-south bike route wayfinding, as well as future infrastructure such as light rail and potential bikeshare hubs.

Malva Slachowitz with King County Metro presented information to the Council regarding the Bike & Walk Program which supports ridership and access mode share targets through: (1) equal investments in parking and bike/ped improvements; (2) innovative mobility partnerships; (3) prioritizing parking management; and (4) promoting transit-oriented development.

Andreas Piller with the City of Bellevue presented information about their Downtown Demonstration Bikeway and Bike Share Pilot Permit to build a more connected network of on-street and off-street bicycle facilities and expand the toolbox of options to increase safety with designs like protected bike lanes and to provide people in

Bellevue access to a bicycle when they want one, without having to worry about storage, security, and maintenance.

Sam Morando from LimeBike presented information about how their program is a solution for first and last mile transportation that is a more efficient, affordable and healthier transportation, complements existing transit options, reduces congestion and frees up parking, supports more vibrant local economies, and reduces pollution caused by short, inefficient local trips.

Mayor Bertlin noted that there is Council interest in the pilot program and requested additional information and another briefing regarding the details of how the bikes are moved on and off the Island, speeds on the bike paths, and specific terms and conditions of a contract.

SPECIAL BUSINESS

Rotary Peace Poles Gift

Beth Baska from Mercer Island Rotary spoke to the Council regarding the gift of twelve Peace Poles to be installed throughout the City. Each pole reads "May Peace Prevail on Earth" in eight languages. The Peace Poles are monuments that represent that peace is what is tolerated, what is expected, and what will prevail. She provided a map proposed locations.

CITY MANAGER REPORT

City Manager Julie Underwood reported on the following:

- Layout error in the "Get The Facts" mailer - Police Cost Per Capita and Parks Maintenance Cost Per Acre bar charts are in the wrong order
- Financial Challenges Community Meeting Telephone Town Hall – Tues., March 27, 7:00 pm
- VOICE/SVP Registration Opens – March 21
- Volunteer at a Restoration Event!
 - Sat., March 24, 9:00 am-3:00 pm at Gallagher Hill Open Space
 - Sun., March 25, 11:30 am-3:00 pm at Island Crest Park
- Egg Hunts – Sat., March 31, Mercerdale Park
 - Lil' Ones Egg Hunt, 4:00 pm – 1-3 year-old, 5:00 pm – 4-6 year-old
 - Flashlight Egg Hunt, 8:30 pm sharp!
- Upcoming "Successful Parenting" Forum on Stress & Teen Health – Tues., April 3, 7-8:30 pm, Mercer Island Community & Event Center
- 2018 Spring Recycling Event – Sat., April 7, 9:00 am-3:00 pm, Mercer Island Boat Launch
- Leap for Green Sustainability Fair – Sat., April 14, 10:00am - 2:00pm, Mercer Island Community & Event Center
- South Mercer Playfield Progress
- Island Crest Park North Field Celebrates Grand Re-Opening

APPEARANCES

Alex Zimmerman, President of Stand-Up America, spoke to the Council about attending City Council meetings in the Puget Sound region.

CONSENT CALENDAR

AB 5402: Interlocal Agreement with King County Fire Departments for Automatic Aid was pulled from the Consent Calendar and moved to the first item of Regular Business.

Payables: \$121,402.01 (3/1/2018) & \$477,336.87 (3/8/2018)

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

Payroll: \$846,296.89 (3/2/2018)

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

It was moved by Wisenteiner; seconded by Bassett to:

Approve the Consent Calendar and the recommendations contained therein.

Passed 6-0

FOR: 6 (Bassett, Bertlin, Nice, Weiker, Wisenteiner, Wong)

ABSENT: 1 (Acker)

REGULAR BUSINESS

AB 5402 Interlocal Agreement with King County Fire Departments for Automatic Aid

Councilmember Bassett asked the Fire Chief to explain why this interlocal matters. Chief Heitman responded that the City will receive more mutual aid assistance from Seattle without delay.

It was moved by Bassett; seconded by Wong to:

Authorize the City Manager to sign the Martin Luther King County Interlocal Agreement for Automatic Aid.

Passed 6-0

FOR: 6 (Bassett, Bertlin, Nice, Weiker, Wisenteiner, Wong)

ABSENT: 1 (Acker)

AB 5406 First/Last Mile Solutions – Lyft and Uber Pilot Project

Assistant City Manager Kirsten Taylor presented information to the Council regarding the proposed RideShare pilot project with Lyft and Uber for providing first/last mile solutions due to capacity issues at the Park and Ride. She reviewed the pilot program details and noted that the primary goal for the project is to gather data about residents' interest and willingness to try alternative mobility solutions and options. She also presented the results of the transportation survey from June 2017 about residents' experiences following the first week of the I-90 Center Roadway closure.

Jackson Taylor from Uber and Todd Kelsay from Lyft presented information about how the pilot project would work within each of their apps.

It was moved by Bassett; seconded by Wong to:

Direct the City Manager to enter into agreements with Lyft and Uber for \$10,000 each to provide first/last mile solutions rides between the Sound Transit Mercer Island Park & Ride and a location on Mercer Island for a six month rideshare pilot project.

Passed 6-0

FOR: 6 (Bassett, Bertlin, Nice, Weiker, Wisenteiner, Wong)

ABSENT: 1 (Acker)

AB 5403 STAR Communities Framework Discussion

Ross Freeman, Sustainability Manager presented information to the Council regarding the STAR Community Rating System, which is a voluntary, menu-based certification program designed for communities to evaluate their progress against a set of 49 standardized sustainability objectives. He spoke about the STAR rating system Goal Areas of Built Environment, Climate & Energy, Economy & Jobs, Education, Arts & Community, Equity & Empowerment, Health & Safety, and Natural Systems.

Mr. Freeman explained a course of action for the next 12-18 months for the City to follow to begin using the STAR system, by establishing a baseline, performing a gap analysis and response, gathering data, pursuing certification, integrating metrics and best practices into other planning and policy making. Richard Gelb, Performance Management Lead from King County Department of Natural Resources and Alison VanGorp, DSG Administrative Services Manager spoke about their experiences in implementing STAR in King County and the City of Seattle.

The Council concurred with the proposed action plan and requested quarterly or biannual check-ins. Staff will return with an update once the gap analysis is complete.

AB 5391 Groveland Beach Park Repairs - Authorization to Bid

Natural Resources Manager Alaine Sommargren provided background information about the Groveland Beach Park Repairs project. She spoke about the project elements of repairing the substructure and removing the wave skirting on large dock, installing a wave attenuation system, removing the small dock and pilings, enhancing the shoreline north of the concrete bulkhead, and installing a lake water irrigation intake. She detailed the construction costs estimate and the project timeline.

It was moved by Wong; seconded by Bassett to:

Authorize the City Manager to solicit and receive bids for the construction of the Groveland Beach Park Repairs Project.

Passed 6-0

FOR: 6 (Bassett, Bertlin, Nice, Weiker, Wisenteiner, Wong)

ABSENT: 1 (Acker)

OTHER BUSINESS

Councilmember Absences

Councilmember Acker's absence was excused.

Planning Schedule

City Manager Julie Underwood added an Executive Session on April 3. She will look for dates for a joint Planning Commission and City Council Meeting. She stated that she would be attending the next school board meeting to present on City's financial challenges. She noted that the joint meeting with MISD may be moved.

Board Appointments

There were no appointments.

Councilmember Reports

Councilmember Wong spoke about the high school walkout. He also commended MI Rotary for a great half marathon event.

Councilmember Bassett spoke about the community connection shuttle and van pool performance.

Mayor Bertlin noted that the King County Council endorsed the student-led march, March for Our Lives.

ADJOURNMENT

The Regular Meeting adjourned at 10:17 pm.

Attest:

Debbie Bertlin, Mayor

Allison Spietz, City Clerk



CITY COUNCIL MINUTES REGULAR MEETING APRIL 17, 2018

CALL TO ORDER & ROLL CALL

Mayor Debbie Bertlin called the meeting to order at 6:00 pm in the City Hall Council Chambers, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Tom Acker, Bruce Bassett, Wendy Weiker (arrived 6:05 pm), David Wisenteiner, and Benson Wong were present.

AGENDA APPROVAL

It was moved by Bassett; seconded by Salim to:

Approve the agenda as presented.

Passed 6-0

FOR: 7 (Acker, Bassett, Bertlin, Nice, Wisenteiner, Wong)

ABSENT: 1 (Weiker)

EXECUTIVE SESSION

Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b); and to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price pursuant to RCW 42.30.110(1)(c) for 60 minutes.

At 6:02 pm, Mayor Bertlin convened the Executive Session.

At 6:55 pm, Mayor Bertlin adjourned the Executive Session. The Council recessed until 7:00 pm.

SPECIAL BUSINESS

Fight Crime: Invest in Kids Award for Representative Tana Senn

Police Chief Ed Holmes presented the 2018 Champion for Children Award to Representative Tana Senn from the Fight Crime: Invest in Kids. He spoke about Representative Senn's work regarding youth-related initiatives in the 2018 Legislative Session.

AB 5415 Volunteer Appreciation Week Proclamation

Youth and Family Services Director Cindy Goodwin spoke about Volunteer Appreciation Month. She introduced five volunteers and recognized them for their service to the City of Mercer Island: Julie Gardner in Emergency Management, John Holm at the Thrift Shop, Lynn Meyer with the Parks and Recreation Department, Rosella Looney with the Youth and Family Services Department, and John Bondi with the Parks & Recreation Department. Mayor Bertlin read a proclamation declaring April 2018 as Volunteer Appreciation Month on Mercer Island and encouraged all residents and businesses to recognize and thank the hundreds of Island residents who contribute to the betterment of the community.

CITY MANAGER REPORT

City Manager Julie Underwood provided information on:

- Citizen Satisfaction Survey – Please complete it when you receive it!
- Volunteer at a Restoration Event!
 - Sat., April 21, 9am-3pm at Wildwood Park
 - Sat., April 21, 10am-2pm at Secret Park
- Char Fox Scholarship Available for Female Students (\$1,000-\$2,000). Deadline is 5:00 pm, May 14, 2018
- Join the City's Emergency Alerting System: ALERT King County
- Mercer Island Preschool Association Circus, Sat., April 21, 10:00 am-2:00 pm, Mercer Island High School
- Rideshare Pilot Launches April 23, Six-month pilot with Lyft and Uber ends October 31, 2018

APPEARANCES

Katie Broadski, Senior Class Officer at Mercer Island High School, spoke about parking issues at the high school. She presented a petition to remove no parking signs around the high school during school hours.

City Manager Julie Underwood responded to Ms. Broadski explaining that the Mercer Island School District is required to have a Transportation Demand Management Plan and the District must address the parking.

CONSENT CALENDAR

Payables: \$200,787.96 (3/29/2018), \$313,640.83 (4/09/2018), & \$603,200.91 (04/12/2018)

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

Payroll: \$848,544.86 (03/30/2018) & \$894,261.13 (04/13/2018)

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

It was moved by Wisenteiner; seconded by Wong to:

Approve the Consent Calendar and the recommendations contained therein.

Passed 7-0

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

REGULAR BUSINESS

AB 5397 Thrift Shop Staffing Transition

Youth and Family Services Director Cindy Goodwin presented a staffing transition plan to (1) increase the current 0.75 FTE Donation Assistant casual wage position to a 1.0 FTE full time position and (2) add an additional 1.0 FTE Production Assistant contract position. She noted that the annual cost estimate for the addition of these two contract positions is \$59,773 and the projected increase in Thrift Shop sales in 2018 from this staffing adjustment is \$125,286, resulting in a \$65,513 projected increase in Thrift Shop net income.

Council asked questions about the transition plan, increased sales, and contract positions. They requested that YFS staff provide Council an update in six months.

It was moved by Nice; seconded by Weiker to:

Appropriate \$59,773 to increase the current 0.75 FTE Donation Assistant to a 1.0 FTE and to add a 1.0 FTE Production Assistant beginning May 1, 2018, both of which will be funded by corresponding increase of Thrift Shop sales.

Passed 7-0

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

AB 5416 Soil Remediation Appropriation Request

Public Works Director Jason Kintner presented information about the history of the removal of contaminated soil and groundwater near the City Maintenance Shop and the adjacent, down-gradient property at 9555 SE 36th Street. He noted that expediting remediation efforts with the end goal of receiving formal notification of a “No Further Action” letter from the Department of Ecology. The City retained Farallon Consulting, L.L.C. (“Farallon”) to review, evaluate, and provide technical support to develop a revised, expedited remediation strategy for regulatory closure.

He spoke about the current conditions and the next steps in the remediation work. He reviewed the request, an appropriation of \$282,935, funded 50% from 2017 General Fund year-end surplus and 50% from WCIA insurance proceeds for required remediation work through 2018. He noted that additional funding for this project will be included as a stand-alone Capital Improvement Project in the 2019-2026 budget process.

It was moved by Bassett; seconded by Nice to:

Approve the transfer of \$282,935 from General Fund savings to the Equipment Rental Fund and appropriate \$282,935 for soil remediation.

Passed 7-0

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

OTHER BUSINESS

Councilmember Absences

There were no absences.

Planning Schedule

City Manager Underwood noted the following changes to the Planning Schedule:

- Add a joint Planning Commission/Council Meeting to the Planning Schedule on May 22 to discuss Critical Areas Ordinance Update
- Add a Special Meeting for an Executive Session on April 24
- The joint meeting with the MISD Board needs to be rescheduled
- A transportation oversight discussion (traffic mitigation, last/first mile solutions, and Settlement Agreement implementation) may be added to the June 9 Mini-Planning Session

Board Appointments

There were no appointments.

Councilmember Reports

Councilmember Bassett spoke about the One Center City proposals, the SCA Board discussion regarding important issues in SCA communities, attending the Seattle Metropolitan Chamber of Commerce trip to Denver.

Councilmember Wong spoke about attending the Go Green conference and the upcoming SCA PIC meeting.

Councilmember Weiker spoke about the Leap for Green event, the Breakfast for Schools event on May 24.

Mayor Bertlin spoke about the Leap for Green event, the upcoming ETP meeting, and the meeting next week regarding recycling at the Community Center.

ADJOURNMENT

The Regular Meeting adjourned at 8:58 pm.

Debbie Bertlin, Mayor

Attest:

Allison Spietz, City Clerk



CITY COUNCIL MINUTES

REGULAR MEETING

JUNE 5, 2018

CALL TO ORDER & ROLL CALL

Mayor Debbie Bertlin called the meeting to order at 5:30 pm in the City Hall Council Chambers, 9611 SE 36th Street, Mercer Island, Washington.

Mayor Debbie Bertlin, Deputy Mayor Salim Nice, and Councilmembers Tom Acker (arrived 5:34 pm), Bruce Bassett, Wendy Weiker, and Benson Wong were present. Councilmember David Wisenteiner was absent.

AGENDA APPROVAL

It was moved by Bassett; seconded by Wong to:

Amend the agenda to add an Executive Session before AB 5433 and approve as amended.

Passed 5-0

FOR: 5 (Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Acker, Wisenteiner)

STUDY SESSION

AB 5436: King County Metro Routes 201/204 Service Changes and Community Connections Program Performance Updates

Senior Project Manager Kirsten Taylor introduced Katie Chalmers, Service Planning Supervisor and Cathy Snow, Community Connections Program Manager with King County Metro who presented information regarding King County Metro route 201/204 service changes and provide an update on the Community Connections Program on Mercer Island.

They noted that King County Metro staff will be soliciting responses to the Rider Survey for Route 201/204 Proposed Service Change on the Mercer Island bus routes as well as online. They discussed performance metrics for the TripPool pilot project that has been promoted on Mercer Island since May 2016, noting that this program will likely be discontinued in 2019 due to low usage.

AB 5438: Solid Waste Contract RFP

Public Works Director Jason Kintner, Sustainability Manager Ross Freeman, and the City's consultant, Jeff Brown from Epicenter Services, provided the history of the City's current solid waster contract and noted that it is set to expire September 30, 2019.

Manager Freeman reviewed the current market challenges of restrictions and closures from China for recyclables and volatility that is expected to impact RFP.

Director Kintner reviewed the RFP timeline and process explaining that it has been compressed in order to have service continuity.

Mr. Brown spoke to the Council about the base contract and alternatives. He noted that the base residential and commercial services would remain largely comparable to current service levels, but that there are alternatives for consideration as follows:

- Weekly Single-Family Recycling Collection
- Mandatory Collection (no self-haul)
- Spring Clean Up Scenarios
- Collection Fleet – no vehicle chassis must be older than ten years
- Consumer Price Index Escalators – (Base Contract uses CPI 0-5%)

Director Kintner requested feedback from the Council regarding the alternatives and timelines. He noted that staff will work with the Utility Board to make a recommendation to the Council for awarding the contract in the fall.

CITY MANAGER REPORT

City Manager Julie Underwood reported on the following:

- New Parks & Rec Director – Jessi Bon
- Chamber to Host Representatives Clibborn & Senn, Thurs., June 7, 12 pm - 1 pm, Community Center
- Emergency Preparedness Training: Community Point of Distribution and Well Operation, Sat., June 9, 9 am - 11 am, Rotary Park (4320 88th Ave SE)
- Volunteer at an upcoming Forest Restoration Event!
 - Sat., June 16, 9 am - 1 pm, Gallagher Hill Open Space
 - Sat., June 30, 10 am – 2 pm, Ellis Pond
- MI Center for the Arts Community Visioning, Mon., June 11, 7:00 pm – 8:30 pm, Boys and Girls Club (4120 86th Ave SE)
- Flash Family Inspirational Award Nominations Due by June 22
- MI Farmers Market is now open! Sundays through October 7, 10 am - 3pm, north end of Mercerdale Park
- Solarize Mercer Island 2.0
- Park & Ride Lighting Retrofit, starting Wed., June 6, from 7 pm to 5 am, project will take place over 9 days
- MI is now a designated Tree City USA!
- Police Department Receives Community Partner Award from Mercer Island PTA Council

APPEARANCES

Bharat Shyam, 8405 SE 35th Place, spoke about the importance of Youth and Family Services and stated that he would like the City to do more regarding gun violence in order to protect Mercer Islanders.

Jim Schwab, 7800 SE 27th Street, lives in building next to Tully's and asked the City to work with the condo owners in his building during the development of the Tully's site.

Marty Gale, 9404 SE 54th Street, spoke about keeping Mercerdale Park a park and not constructing a building on a portion of it.

Kathy Moffett-MacDonald, 8403 East Mercer Way, representing a group of Island residents who supports mental health counselors, encouraged the Council to consider a single-issue levy for mental health counselors at YFS.

Jane Meyer Brahm, 7420 North Mercer Way, spoke about the Mercer Island Sister City Association and encouraged the Council to continue to fund and support cultural exchanges, official delegations and student exchanges, French dinners, films, conversations, and travels.

Amy Ohta, 9318 SE 43rd Street, urged the council to consider a YFS mental health counselors 6-year standalone levy.

Hillary Benson, 7344 Island Crest Way, supports a levy for MIYFS mental health counselors. She noted that the City police and fire services are keeping residents safe, and that the mental health experts are a vital part of keeping the community safe.

Erica Jerome, 9447 SE 52nd Street, spoke in support of mental health counselors.

John Schroeder, a pediatrician, stated the one out of seven children are diagnosed with a mental illness. He spoke about mental illness being a crisis in the Mercer Island community right now and urged the Council to keep MIYFS counselors.

Zach Gottesman, MIHS senior and Community Advisory Board member, spoke to the Council about the importance of having MIYFS mental health counselors in the schools to protect the community. He stated that this year already there have been 21 school shootings in the United States and that he supports YFS counselors in the schools to identify students that are at risk for committing violence.

Deb Voss, 8403 SE 46th Street, spoke about her experience with her child's mental illness and the support she receives at school to stay healthy and safe. She thanked the Council and the CAG for their work. She urged to consider six-year standalone levy for MIFYS mental health counselors and geriatric services.

John Derks, 8011 84th Ave SE, amazing to know that mental health services are available in the schools if needed and supports standalone levy for YFS counselors.

Alexander Zimmerman, President of Standup America, spoke to the Council about public comment opportunities and fascism.

Michael Ross, 7010 93rd Ave SE, supports the City purchasing the Tully's site.

Suzanne Zahr and Sabine Fleming, 8110 SE 70th St, spoke about their support for the purchase and sale agreements for the Tully's and Freshy's sites. They also support a mental health counselors levy.

Mike Cero, 8300 Avalon Drive, spoke to the Council regarding the City's financial challenges and 2017 year-end financial report. He encouraged the Council to adopt the CAG minority report.

Dwight Shaffer, 6958 96th Ave SE, spoke about the financial challenges and urged the Council to use REET funds to balance the General Fund and the budget.

Gary Robinson, 5654 89th Ave SE, spoke about the citizen survey and the request for individual addresses.

CONSENT CALENDAR

Payables: \$308,485.81 (5/10/18), \$894,677.78 (5/17/18), \$973,312.04 (5/24/18), & \$176,691.02 (5/31/18)

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

Payroll: \$863,135.80 (5/25/18)

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

AB 5437: 2018 Arterial and Residential Chip Seals Bid Award

Recommendation: Award Schedules 'A', 'B', 'C', and 'D' of the 2018 Arterial and Residential Chip Seals project to Doolittle Construction Company in the amount of \$354,775.60. Set the total project budget to \$560,706 and direct the City Manager to execute the construction contract.

AB 5432: Adoption of the 2019-2024 Transportation Improvement Program

Recommendation: Adopt the 2019-2024 Transportation Improvement Program as reflected in Exhibit 1 of AB 5432.

AB 5431: Summer Celebration Fireworks Display Permit

Recommendation: Approve the permit application from Western Display Fireworks, LDT for the *Summer Celebration!* Fireworks Display

It was moved by Bassett; seconded by Wong to:

Approve the Consent Calendar and the recommendations contained therein.

Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

REGULAR BUSINESS

AB 5440: City's Financial Challenges: Continue Discussion and Review Final Citizen Survey Results

Julie Underwood introduced Chris Tatham with ETC Institute who presented the results of the community survey that was conducted in spring 2018. He described the survey and methodology for administering the survey. He reviewed the overall perceptions of the City (95% of the residents surveyed, who had an opinion, indicated they were "very satisfied" or "satisfied" with Mercer Island as a place to live) and overall and specific satisfaction levels with City services. He reported major findings from the survey as follows:

- **Residents Have a Positive Perception of the City**
79% are satisfied with the overall quality of City services; only 5% are dissatisfied
- **Mercer Island Rates Higher Than Other Cities in the Overall Quality of City Services**
The City rated 36% above the Northwest Regional Average, 32% above the average for similarly sized communities, and 30% above the U.S. Average in the overall quality of services provided by the City
- **Mercer Island Rates Higher Than Other Cities in Providing Major City Services**
The City was rated above the Northwest Regional, similarly sized communities, and U.S. averages for all Major City Services that were compared
- **Overall Priorities for Improvement:**
 - Efforts to regulate development on the Island
 - Level of public involvement in local decision making
 - Adequacy of street lighting
 - Condition of bicycle infrastructure in the City
 - Codes enforcement
 - Town Center parking

City Manager Julie Underwood reviewed why the City is facing financial challenges, the recent community engagement process, and the citizen satisfaction survey. She also presented information in response to the Council's follow-up questions and requests from the May 15 meeting regarding:

- Sales tax revenue
- Building permits issued
- Building valuation
- Development activity
- Thrift Shop sales revenue
- Proposal to increase the B&O tax and its impacts
- Overview of what staff heard when presenting the City's "roadshow" presentations to the community
- CAG's subgroup's recommendation to implement an immediate 5% "cost containment"
- A third-party consultant review of the City's methodology and assumptions built into the projections and forecasts

The Council discussed the upcoming Mini-Planning Session on June 9 and City Manager Underwood explained what she would be seeking from the Council in preparation for developing the 2019-2020 biennial budget.

Council is supportive of the Mayor and Deputy Mayor participating in the review of the City's forecasts by Management Partners, but in an observing capacity.

AB 5439: 2017 Year-End Financial Status Report & Budget Adjustments

Finance Director Chip Corder presented the 2017 Year-End Financial Status Report including a review of the General Fund, Utility Funds, all other Funds, and the comprehensive update on the status of each Capital Improvement Program (CIP) project as of December 31, 2017. He also presented an ordinance amending the 2017-2018 Budget.

It was moved by Weiker; seconded by Wong to:

Suspend the City Council Rules of Procedure 6.3, requiring a second reading for an ordinance and adopt Ordinance No. 18-03, amending the 2017-2018 Budget.

Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

EXECUTIVE SESSION

Executive Session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i) for 20 minutes

At 10:32 pm, Mayor Bertlin convened the Executive Session for 20 minutes.

At 10:52 pm, Mayor Bertlin extended the Executive Session for five minutes.

At 10:54 pm, Mayor Bertlin adjourned the Executive Session and the Regular Meeting reconvened.

REGULAR BUSINESS (CONTINUED)

AB 5433: Resolution to Authorize a Purchase and Sale Agreement between the City of Mercer Island and Twenty Four Eleven, LLC to Develop Long-Term Transit Commuter Parking in the Town Center, Including Declaring Part of Parcel 7 Surplus Property

City Manager Underwood introduced the City's consultant, Bob Stowe from Stowe Development & Strategies, who reviewed the terms of the agreement and the public-private partnership.

It was moved by Wong; seconded by Bassett to:

Approve Resolution No. 1543, declaring Parcel 7 surplus to the needs of the City and authorizing the City Manager to execute the Purchase and Sale Agreement and the Parking Agreement between the City of Mercer Island and Twenty Four Eleven, LLC, in substantially the form attached as Exhibits A and B to Resolution No. 1543.

Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

AB 5434: Resolution to Authorize a Purchase and Sale Agreement between the City of Mercer Island and Parkway Management Group et al. to Develop Long-Term Transit Commuter Parking in the Town Center

The City's consultant, Bob Stowe from Stowe Development & Strategies, reviewed the terms of the agreement and the public-private partnership.

It was moved by Wong; seconded by Nice to:

Approve Resolution No. 1544, authorizing the City Manager to execute the Purchase and Sale Agreement between the City of Mercer Island and Parkway Management Group, et al. in substantially the form attached as Exhibit A to Resolution No. 1544.

Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

It was moved by Wong; seconded by Bassett to:

Approve Resolution No. 1545, initiating a proposed, out of cycle Comprehensive Plan amendment to change the land use designation and zoning of a portion of the land known as Parcel 12 and a portion of the adjoining WSDOT property from Public Institution (P) to Town Center (TC) with a five-story height limit.

It was moved by Wong; seconded by Bassett to:

Amend the previous motion as follows:

- 1. Amend the third Whereas statement on page two of Resolution No. 1545 as follows: *WHEREAS, the City Council requires wants the right to consider the re-designation and re-zone of the City's Property to Town Center, prior to closing on the Tully's Property; and***
- 2. Amend the third Whereas statement on page two of Resolution No. 1545 as follows: *WHEREAS, based on the foregoing, the City Council determines it is necessary to expedite the consideration of, and a possible decision on, ~~the~~ any proposed re-***

designation and re-zone of the City's Property, and potentially a portion of the adjoining WSDOT property, to promote timely completion of a long-term, transit commuter parking facility within the City of Mercer Island's Town Center near the East Link Light Rail Station while still ensuring early and continuous public participation; and

3. Amend the Resolution language as follows:

The City Council directs City staff and the Planning Commission to analyze, study, and make recommendations to the City Council by September 18, 2018 on the proposed, out of cycle Comprehensive Plan amendment and rezone of the portion of land known as Parcel 12 (the City's Property) and potentially a portion of the adjoining WSDOT property from Public Institution to Town Center as approximately shown on Exhibit A.

Motion to Amend Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

Main Motion as Amended Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

OTHER BUSINESS

Councilmember Absences

Deputy Mayor Nice will be absent July 17.

Councilmember Acker will be present July 10.

Councilmember Wisenteiner's absence was excused.

Planning Schedule

City Manager Underwood noted that the Council's review of the RFQ process would be moved up. She asked the Council to consider what they want to see on the RFQ.

Board Appointments

It was moved by Bassett; seconded by Wong to:

Affirm the Mayor and Deputy Mayor's appointments to the City's Boards and Commissions as follows:

Arts Council

Candace Chuck, Position 2 (expires 2019)

Gaylene Vaden, Position 3 (expires 2019)

Erik Gordon, Position 9 (expires 2022)

Damian Schwiethale, Position 10 (expires 2022)

Xixi Shakes, Position 11 (expires 2022)

Design Commission

Colin Brandt, Position 7 (expires 2022)

Open Space Trust

Carol Lynn Berseth, Position 2 (expires 2022)

Rory Westberg, Position 4 (expires 2022)

Planning Commission

Craig Reynolds, Position 2 (expires 2019)

Jennifer Mechem, Position 6 (expires 2022)

Ted Weinberg, Position 7 (expires 2022)

Utility Board

Brian Thomas, Position 6 (expires 2022)

Tom DeBoer, Position 7 (expires 2022)

Passed 6-0

FOR: 6 (Acker, Bassett, Bertlin, Nice, Weiker, Wong)

ABSENT: 1 (Wisenteiner)

Councilmember Reports

There were no reports.

ADJOURNMENT

The Regular Meeting adjourned at 11:27 pm.

Attest:

Debbie Bertlin, Mayor

Deborah Estrada, City Clerk



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

**AB 5510
December 18, 2018
Consent Calendar**

GENERAL SEWER PLAN ADOPTION	Action: Approve Resolution No. 1556 Adopting a New General Sewer Plan.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
------------------------------------	---	--

DEPARTMENT OF	Public Works (Anne Tonella-Howe))
COUNCIL LIAISON	n/a
EXHIBITS	1. General Sewer Plan Executive Summary 2. Resolution No. 1556
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

In accordance with [WAC 173-240](#), governmental agencies (cities) providing sewer service are required to have a general sewer plan that demonstrates the agency’s ability to provide service consistent with the requirements of the State. Updates to these plans are necessary when conditions within the City have changed.

The current General Sewer Plan (“Plan”) was completed in 2003. Since that time, the City has experienced growth through redevelopment in the Town Center, and in 2011, the City completed a significant undertaking in the replacement of Reach 3 of the Lakeline sewer, including installation of a new Pump Station No. 4.

The Plan is intended to evaluate the sewer utility holistically, including evaluation of the existing sewer system, while identifying current and future needs. Utilizing industry best management practices, the Plan is a roadmap to develop a comprehensive sewer program to meet these identified needs and identify capital needs for future reinvestment in the sewer infrastructure. The Plan is intended to be flexible so that it can be modified to respond to future redevelopment and reinvestment in the aging infrastructure.

Information from the draft Plan was previously shared in two separate presentations. Information from four chapters: *Planning Considerations, Existing System, Collection System Analysis and Operations and Maintenance* was presented to the Utility Board (March 14, 2017) and the City Council (April 3, 2017, [AB5276](#)). The remaining two chapters: *Capital Improvement Plan (CIP) and Financial Program* was

presented to the Utility Board (January 16, 2018) and the City Council (March 6, 2018, [AB5381](#)). The Executive Summary from the draft Plan is included (see Exhibit 1) for Council's information. A copy of the final plan being adopted is on file with the City Clerk and available for review [here](#).

AGENCY REVIEW

The SEPA Environmental Checklist was submitted for review in May 2018. A Determination of Non-Significance (DNS) was issued on July 2, 2018. At the end of July, the draft Plan was forwarded to the Department of Ecology (DOE) and the King County Utilities Technical Review Committee (UTRC). Both Agencies had minor comments that staff have subsequently addressed through minor edits to the draft Plan. The draft Plan includes a copy of the DNS ([Appendix B](#)) and comments from DOE and UTRC ([Appendix C](#)).

FINAL PLAN ADOPTION

The General Sewer Plan is now ready for Council's adoption. All revisions have been incorporated. Following Council's action tonight, the General Sewer Plan, along with Resolution No. 1556 (see Exhibit 2) will be submitted to DOE and UTRC for their final approval.

RECOMMENDATION

Assistant City Engineer

MOVE TO: Approve Resolution No. 1556 adopting the General Sewer Plan.



CITY OF MERCER ISLAND

GENERAL SEWER PLAN

Project Contract No. 9925A00

November 2018

FINAL



General Sewer Plan

TABLE OF CONTENTS

Page No.

EXECUTIVE SUMMARY

ES.1	SYSTEM DESCRIPTION	ES-1
ES.2	GENERAL SEWER PLAN PURPOSE	ES-1
ES.3	APPROVALS	ES-3
ES.4	POLICIES AND CRITERIA	ES-3
ES.5	CAPACITY EVALUATION	ES-3
	ES.5.1 Hydraulic Modeling Overview	ES-3
	ES.5.2 Capacity Criteria	ES-4
	ES.5.3 Capacity Evaluation	ES-4
	ES.5.4 Recommended Piping Improvements	ES-4
ES.6	OPERATION AND MAINTENANCE	ES-4
	ES.6.1 Accessibility Improvements	ES-4
	ES.6.2 O&M Equipment and Services	ES-6
	ES.6.3 Lakeline and Pump Station Improvements	ES-6
	ES.6.4 R&R Program	ES-6
ES.7	CAPITAL IMPROVEMENT PLAN	ES-8
	ES.7.1 Projects	ES-8
	ES.7.2 Cost Estimates	ES-8
	ES.7.3 Schedule	ES-8
ES.8	FINANCIAL EVALUATION	ES-10

LIST OF TABLES

Table ES.1	CIP Project Summary	ES-9
------------	---------------------------	------

LIST OF FIGURES

Figure ES.1	Sewer System	ES-2
Figure ES.2	Proposed Pipe Capacity-Related Improvement Projects	ES-5
Figure ES.3	Pipe Replacement Prioritization	ES-7

LIST OF ABBREVIATIONS

AACE	American Academy of Cost Engineers
AC	Asbestos Cement
ADWF	Average Dry Weather Flow
BMP	Best Management Practice
BWF	Base Wastewater Flow
CAO	critical areas ordinance
ccf	hundred cubic feet
CCTV	Closed-Circuit Television
cf	cubic feet
CI	Cast Iron
CIP	Capital Improvements Program
CIPP	Cured In-Place Pipe
City	City of Mercer Island
CMMS	Computerized Maintenance Management System
CMOM	Capacity, Management, Operation, and Maintenance
Corps	U.S. Army Corps of Engineers
CPP	Countywide Planning Policies
d	depth
D	Diameter
d/D	depth to pipe diameter ratio
DI	Ductile Iron
DNS	Determination of Non-Significance
DOH	Washington State Department of Health
DWF	Dry Weather Flow
Ecology	Washington State Department of Ecology
ENR	Engineering News Report
ESA	Endangered Species Act
FCS	Financial Consulting Solutions Group, Inc.
FG	Fiberglass Reinforced
FOG	Fats, Oil, and Grease
FRC	fast response corresponding mainly to direct inflow
ft	feet
G	General
GIS	Geographic Information System
GMA	Growth Management Act
gpad	gallons per acre per day
GWI	Groundwater Infiltration
HDPE	High-Density Polyethylene
HGL	Hydraulic Grade Line

HGMH	Hydraulic Gradient Manhole
HMI	Human Machine Interface
I/I	infiltration and inflow
Island	Mercer Island
KCC	King County Code
KCDNR	King County Department of Natural Resources
L	Lakeline
LF	Linear Foot
LTGO	Limited General Obligation
MACP	Manhole Assessment and Certification Program
mgd	million gallons per day
MH	manhole
MICC	Mercer Island City Code
MSGP	Municipal Stormwater General Permit
n	Manning coefficient
NAD	National American Datum
NASSCO	National Association of Sewer Service Companies
NAVD 88	North American Vertical Datum of 1988
NEHRP	National Earthquake Hazards Reduction Program
NMFS	National Marine Fisheries Service
O&M	Operation and Maintenance
P	Pipe
PACP	Pipeline Assessment and Certification Program
Plan	General Sewer Plan
PS	Pump Station
PWTF	Public Works Trust Fund
PWWF	Peak Wet Weather Flow
PVC	Polyvinyl Chloride
R&R	Repair and Replacement
RCP	Reinforced Concrete Pipe
RCW	Revised Code of Washington
RDII	Rainfall Derived Infiltration and Inflows
RUL	Remaining Useful Life
RWSP	Regional Wastewater Services Plan
SCADA	Supervisory Control and Data Acquisition
SEPA	State Environmental Protection Act
SOP	Standard Operating Procedure
SPU	Seattle Public Utilities
SRC	Slow response corresponding mainly to infiltration
SSO	Sanitary Sewer Overflow
UID	Utility Improvement District

ULID	Utility Local Improvement District
UTRC	Utilities Technical Review Committee
WAC	Washington Administrative Code
WaPUG	Wastewater Planning Users Group
WWF	Wet Weather Flow

In accordance with Washington Administrative Code (WAC) 173-240, the City of Mercer Island (City) is required to have a general sewer plan (Plan) that demonstrates the City's ability to provide service that meets or exceeds the requirements of the State. The Plan is intended to provide the City with a "living" plan that can be used and adapted to assist in decision making for the next 20 years. The Plan represents a large revision of the City's last Plan, completed in 2003 (City of Mercer Island, February 2003).

ES.1 SYSTEM DESCRIPTION

The City's service area encompasses the entire island of Mercer Island (Island), which is located in the southern half of Lake Washington. The City has operated its sewer system since 1975, when it assumed ownership of a portion of the system when the Mercer Island Sewer District was disbanded. The City assumed ownership of the East Mercer Sewer District system in 1988 – see Section 2.2.1 and 3.2.1 for more details. The City's sewer system comprises numerous gravity collection pipes, as shown in Figure ES.1, which were constructed between 1955 and 1965. The Sewer system follows the steep terrain of the Island down toward Lake Washington and into the Lakeline sewer system. The Lakeline system discharges flow to King County Department of Natural Resources (KCDNR) interceptors at the northern and southern ends of the Island for ultimate treatment and disposal.

The City is essentially built-out, with majority growth expected to occur through redevelopment of the Town Center. The existing system is aging and will continue to require investment to meet the City's level of service goals.

Note, the City's service area does not include small, privately owned collection systems that serve the Shorewood Apartment Complex and the Covenant Shores Development. Shorewood Apartments discharges directly to KCDNR facilities. Covenant Shores discharges directly to the City's Lakeline System – See Section 2.1.2.2 for more detail.

ES.2 GENERAL SEWER PLAN PURPOSE

The primary purpose of this Plan is to develop a "living" document that is flexible and that can be readily modified to respond to ongoing redevelopment activities, such as the projected density growth in the Town Center, and maintenance requirements. This Plan is consistent with the land use designations and build-out projections detailed in the *Comprehensive Plan of the City of Mercer Island* (City of Mercer Island, 6/2016).



KCDNR North Mercer Pump Station

KCDNR South Mercer Pump Station

Legend

- | | | |
|----------------------------|---------------------------------|--------------------------|
| King County Pump Station | Lakeline Main | King County Gravity Main |
| Mercer Island Pump Station | Gravity Main by Diameter | Service Area Boundary |
| Force Main | 10" or Larger | |
| King County | 8" | |
| Mercer Island | 6" or Smaller | |

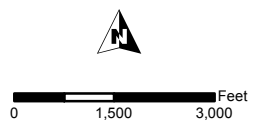


Figure ES.1
Sewer System
 General Sewer Plan
 City of Mercer Island



ES.3 APPROVALS

This Plan is required to meet state, county, and local requirements and complies with the requirements of the Washington State Department of Ecology (Ecology) as set forth in WAC 246-271-040, and the Revised Code of Washington (RCW) as set forth in 90.48.110. This Plan is also consistent with KCC 13.24 (Water and Sewer Comprehensive Plans) with respect to sewer system planning. It has been reviewed under the State Environmental Protection Act (SEPA). King County and Ecology must review and approve the Plan. The City Council will approve the final Plan following all other approval processes. Approvals are documented in Appendix A, B, and C. (to be included at a later date).

ES.4 POLICIES AND CRITERIA

Policies and criteria regulate the manner that the City operates and plans for its future. The City's policies and criteria are detailed in the Mercer Island City Code (MICC), the Comprehensive Plan, City ordinance, and through adoption of this and other plans. The following policies and criteria are summarized in Chapter 2. The financial policies and criteria are summarized in Chapter 7.

- Side Sewers
- System Maintenance
- Fats, Oil, and Grease Program
- Design Criteria
- Analysis Criteria

ES.5 CAPACITY EVALUATION

As growth occurs, additional customer flows can exceed sewer capacity. Future growth is anticipated in the Town Center as it increases in density. Chapter 4 describes the development of flow projections and the capacity analysis of the City's Town Center area collection system. An existing hydraulic model of the City's Town Center area collection system was used as a basis to perform a capacity analysis. Capacity deficiencies and proposed improvements to provide sufficient capacity for future development are detailed in the Chapter.

ES.5.1 Hydraulic Modeling Overview

The City's collection system hydraulic model was constructed using a multi-step process utilizing data from a variety of sources. The latest version (2016) of DHI's Mike Urban was used to update the hydraulic model.

The City conducted temporary flow monitoring to gain a better understanding of flows in the Town Center and calibrate hydraulic model predicted flows to actual collection system flows.

ES.5.2 Capacity Criteria

The primary criterion used to identify capacity-deficient trunk sewers was the maximum flow depth to pipe diameter ratio (d/D) less than or equal to one. The d/D value is defined as the depth (d) of flow in a pipe during peak flow conditions divided by the pipe's diameter (D).

During peak wet weather conditions, water levels surcharging above the top of pipe (a d/D of 1) were considered deficient.

ES.5.3 Capacity Evaluation

The capacity evaluation was performed for only the Town Center for two land use planning conditions, Existing and Build-out, under a design storm.

Sewer improvements were sized to a d/D of 0.75, which is consistent with the City's Sewer Standards, approved as part of this Plan, for new pipes.

ES.5.4 Recommended Piping Improvements

Improvements were recommended to alleviate the capacity issues under the planning conditions. Improvements to provide sufficient capacity throughout the system mainly include upgrades to pipe diameters. Figure ES.2 illustrates the proposed sewer improvements required to meet the d/D criteria. A total of approximately 3,300 linear feet of pipes ranging from 12-inch to 16-inch are recommended to alleviate capacity deficiencies identified.

It is recommended to expand the hydraulic model to the entire system to determine if additional capacity limitations exist.

ES.6 OPERATION AND MAINTENANCE

Regular Operation and Maintenance (O&M) is required to provide effective and efficient maintenance services for utility rate payers. Delayed O&M may contribute to adverse sewer events, including sewer backups, sanitary sewer overflows (SSOs), pipe breaks, etc. Chapter 5 considers the City's existing and planned O&M activities and programs and provides recommendations to improve existing or address future needs. These activities are greater than the current level of service; therefore, additional workforce may be required in the future to meet City goals.

ES.6.1 Accessibility Improvements

Continued efforts to enhance access along Easements/Right-of-Way for both pump stations and pipelines is recommended. In the short-term, the program is to support construction activities required to address items identified in the Pump Station Condition Assessment. The program is to consider both land easements/right-of-way and docks required for pump station and Lakeline sewer access.



- Legend**
- █ Project 1
 - █ Project 2
 - █ Project 3
 - █ Project 4
 - █ Project 5
 - █ Project 6
 - █ Project 7
 - █ Project 8
 - █ Existing gravity system
 - █ System not evaluated as part of the collection
 - Service Area Boundary
 - Study Area
 - Parcels
 - Zoning
 - Neighboring City

- Service Area Boundary
- Study Area
- Parcels
- Zoning
- Neighboring City

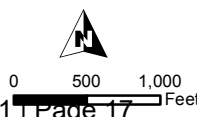


Figure ES.2
Proposed Pipe Capacity
- Related Improvement Projects
 General Sewer Plan Update
 City of Mercer Island

ES.6.2 O&M Equipment and Services

The O&M evaluation identified several areas where new O&M equipment and services are recommended, including:

1. Consider contracting with a vendor or purchasing a boat to improve access to several pump stations that have limited land access.
2. Obtain a maintenance agreement with contractor/consultant for ongoing/regular supervisory control and data acquisition (SCADA) system upkeep.

ES.6.3 Lakeline and Pump Station Improvements

A comprehensive condition assessment of the Lakeline and pump stations is recommended. It is expected that the Lakeline and Pump Station assessment will require a phased approach:

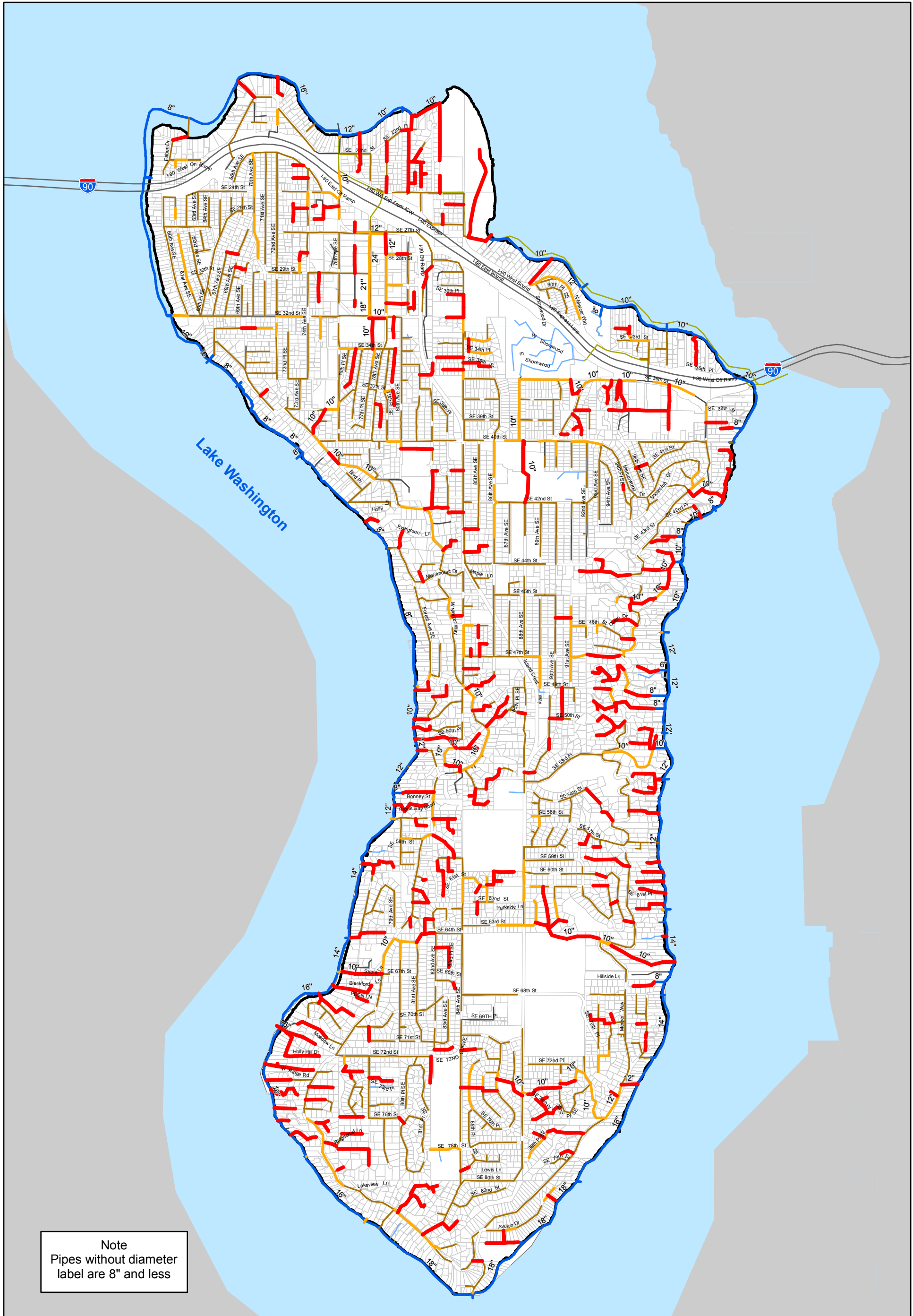
1. The first phase should seek to establish access to the Lakeline, and pump stations.
2. The second phase should seek to conduct a comprehensive condition assessment of the Lakeline. Previously identified high priority pump station maintenance issues should be addressed, where possible.
3. The third phase will develop repair and replacement (R&R) needs for the Lakeline and pump stations, as well as updates to standard operating procedures. Prioritize improvements using risk.

The City has recently completed a pump station condition assessment and its improvement recommendations should be implemented in recommended time frames. Many of the small improvements may be implemented by City Staff or under a small works contract.

ES.6.4 R&R Program

Consider establishing a phased R&R Program to address pump station renewal and long-term management of the collection system:

- Continue and expand the existing closed-circuit television (CCTV) inspections using National Association of Sewer Service Companies (NASSCO) Pipeline Assessment and Certification Program (PACP) / Manhole Assessment and Certification Program (MACP) compliant inspection protocols.
- Continue and expand Sewer Main and Manhole replacement, and Backyard Main Replacement activities.
- Develop a comprehensive R&R program. The program may address up to 11,000 feet (2.1) miles of pipe per year through 2029 and an additional 29,000 feet of low and medium priority pipes, as shown in Figure ES.3. Refine the pipeline replacement timing and prioritization as additional information is available.



Note
Pipes without diameter
label are 8" and less

Legend

- Pipeline Replacement Prioritization**
- Low Priority
 - Medium Priority
 - High Priority
- Lakeline Gravity Main
 - Data Unavailable
 - Private Pipelines
 - King County Pipelines
 - Service Area Boundary



Figure ES.3
Pipeline Replacement Prioritization
General Sewer Plan Update
City of Mercer Island

ES.7 CAPITAL IMPROVEMENT PLAN

The Plan recommendations were incorporated into the City's Capital Improvements Program (CIP) for the wastewater system. The purpose of the CIP is to provide the City with a 20-year guideline for planning and budgeting of its wastewater system. The CIP consists of proposed projects, cost estimates, and a schedule.

ES.7.1 Projects

CIP projects are based on recommended system improvements and R&R projects. Total CIP costs by category are summarized in Table ES.1.

ES.7.2 Cost Estimates

The CIP cost estimates presented in Table ES.1 are American Academy of Cost Engineers (AACE) Class 4 estimates. Class 4 estimates are budget level estimates. Actual costs may vary from these estimates by -30 percent to +50 percent. These costs were determined based on the City's and Consultant's perception of current conditions at the project locations. Costs presented in this chapter are in 2017 dollars (Engineering News Report (ENR) 20 City Index of 10532) and have not been escalated.

ES.7.3 Schedule

CIP projects were allocated into one of three planning periods based on technical need and available City resources:

- Short-term (2019-2024)
- Medium-term (2025-2028)
- Long-term (2029-2038)

The short-term planning horizon is allocated to individual years to be consistent with the City's CIP planning. Projects in medium- and long-term planning horizons do not provide the same level of specificity, reflecting the uncertainty in future needs and City resources. The project timing in this table is subject to change as the City regularly reviews and updates its CIP based on changing conditions and priorities.

Table ES.1 CIP Project Summary General Sewer Plan City of Mercer Island										
Project Type	Total CIP Cost Estimate	CIP Phasing								
		2019	2020	2021	2022	2023	2024	Short-term (2019-2024)	Mid-term (2025-2028)	Long-term (2029-2038)
General	\$1,779,600	\$279,800	\$138,800	\$104,000	\$ -	\$104,000	\$ -	\$626,600	\$300,500	\$852,500
Pipe	\$68,164,600	\$337,000	\$581,300	\$555,800	\$631,300	\$437,000	\$946,500	\$3,488,900	\$18,668,700	\$46,007,000
Pump Station	\$12,453,900	\$499,500	\$407,000	\$1,063,800	\$1,100,800	\$786,300	\$333,000	\$4,190,400	\$4,563,500	\$3,700,000
Lakeline	\$38,355,000	\$185,000	\$370,000	\$185,000	\$185,000	\$495,000	\$495,000	\$1,915,000	\$6,195,000	\$30,245,000
CIP Total	\$120,753,100	\$1,301,300	\$1,497,100	\$1,908,600	\$1,917,100	\$1,822,300	\$1,774,500	\$10,220,900	\$29,727,700	\$80,804,500
Annual Cost	\$6,038,000	\$1,301,300	\$1,497,100	\$1,908,600	\$1,917,100	\$1,822,300	\$1,774,500	\$1,703,000	\$7,432,000	\$8,080,000

ES.8 FINANCIAL EVALUATION

The City operates the sewer system as a self-supporting utility. The Sewer Utility is designed to operate like a business, charging rates for the purpose of removing sewer from City residents. All expenses are supported through rates charged to City residents and businesses. The City also has a financial policy of funding capital projects on a pay-as-you-go basis, however, the City will occasionally finance major capital projects with debt.

A projection of the annual utility revenues, expenses, and fund balances for the next six years, based on the 2017-2018 adopted biennial budget and changes expected to occur in the various categories over the subsequent six-year period. These changes are anticipated to be a result of new customers, declining water use (the basis for commercial and public sewer rates), general inflation, anticipated changes to the capital reinvestment plan and other related factors. This type of forecast is routinely used by Finance staff for planning purposes only. Based on this projection, the City will be able to fund the proposed CIP on a pay-as-you go basis.

The financial evaluation does not set billing rates. Rates are set by the City Council with a recommendation from the Utility Board. City staff and public provide input as part of the Utility's budget adoption.

The City has prudently issued little debt over the years, maintaining a sizable debt capacity. The City has consistently followed a conservative fiscal management policy, which is reflected by the Aaa rating from Moody's Investors Service (2017). The City has no immediate plans to issue additional debt. However, if this action becomes necessary, the City can expect a proposed bond issue to receive a similarly favorable credit rating and, therefore, to sell at lower interest rates than would otherwise be possible.

When grant opportunities are available and line up with current Sewer Utility capital reinvestment needs, City Staff pursue grant opportunities. However, there have not been many grants available to the Island in recent years.

**CITY OF MERCER ISLAND
RESOLUTION NO. 1556**

**A RESOLUTION OF THE CITY OF MERCER
ISLAND, WASHINGTON ADOPTING A NEW
GENERAL SEWER PLAN**

WHEREAS, the City of Mercer Island’s comprehensive General Sewer Plan describes the existing sewer system and service area, forecasts future demands, identifies policies and design criteria for sewer system operation and improvements, describes the operations and maintenance program and identifies a schedule of improvements; and

WHEREAS, the City of Mercer Island’s current General Sewer Plan was adopted in February 2003; and

WHEREAS, since that time the City of Mercer Island (City) has experienced growth through redevelopment in the Town Center, and completed a significant undertaking in the replacement of Reach 3 of the Lake Line sewer; and

WHEREAS, chapter 173-240 of the Washington State Administrative Code (WAC) requires the City to have a general sewer plan that demonstrates the City’s ability to provide service consistent with the requirements of the State; and

WHEREAS, updates to these plans are required when conditions within a City have changed; and

WHEREAS, the City of Mercer Island Public Works Department has reviewed the current City of Mercer Island General Sewer Plan, the existing sewer system and its operations; and

WHEREAS, the City of Mercer Island Public Works Department has studied the current and projected conditions and developed a thorough and complete plan to meet the City’s sewer system needs to the year 2038 and beyond; and

WHEREAS, the City of Mercer Island Public Works Department, on the basis of said review, has created a new General Sewer Plan, dated November 2018, to update the existing General Sewer Plan, dated February 2003, to address the needs of the City; and

WHEREAS, the City of Mercer Island Public Works Department has submitted a draft of the new General Sewer Plan to the Washington State Department of Health and the King County Utilities Technical Review Committee, and obtained preliminary support and approval for its adoption by the City;

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

Section 1. New General Sewer Plan Adopted for State and County Approvals.

A new General Sewer Plan, dated November 2018, a copy of which is on file with and available for review through the City Clerk or at

<http://www.mercergov.org/files/General%20Sewer%20Plan.pdf>

is hereby adopted as the official sewer system plan for the City of Mercer Island pursuant to chapter 35.67 RCW. In compliance with RCW 90.48.110 and chapter 173-240 WAC, this new plan shall be submitted for final approval by the Washington State Department of Health and the King County Utilities Technical Review Committee.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON,
AT ITS REGULAR MEETING ON THE 18TH DAY OF DECEMBER 2018.

CITY OF MERCER ISLAND

Debbie Bertlin, Mayor

ATTEST:

Deborah A. Estrada, City Clerk



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

**AB 5517
December 18, 2018
Consent Calendar**

ACCEPTANCE OF MERCER ISLAND YOUTH AND FAMILY SERVICES FOUNDATION FUNDS FOR 2019 YOUTH AND FAMILY SERVICES STAFFING	Action: Accept funds from Mercer Island Youth and Family Services Foundation to fund a 0.5 FTE Geriatric Specialist for 2019 and a 0.5 FTE Administrative Assistant from January-June 2019 in the YFS Department.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
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DEPARTMENT OF	Youth and Family Services (Cynthia Goodwin)
COUNCIL LIAISON	n/a
EXHIBITS	1. Donation of Funds Memo from MIYFS Foundation President
2018-2019 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$	69,570
AMOUNT BUDGETED	\$	0
APPROPRIATION REQUIRED	\$	69,570

SUMMARY

BACKGROUND

As part of the 2019-2020 biennial budget process, the City Manager proposed service reductions to balance the budget. A few of these reductions impact the Youth and Family Services Department:

- Reduce Geriatric Specialist (0.50 FTE)
- Reduce Elementary School Counselor 2019-2020 school year (0.83 FTE)
- Reduce additional School Counselor in 2020-2021 school year (0.83 FTE)
- Reduce YFS Administrative Assistant (0.50 Contract FTE)

In late November, the Mercer Island Youth and Family Services Foundation (Foundation) sent a letter to the City pledging to donate funds to restore the Geriatric Specialist to a full-time position in 2019 and to fund the YFS Administrative Assistant (0.50 Contract FTE) through June 2019.

FOUNDATION DONATION

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

1. An annual commitment towards YFS' operating budget; and
2. One-time or pilot project funds as Foundation reserves allow.

The current proposed donation of \$69,570 to the YFS Department (see Exhibit 1) falls in the latter category (2), as one-time funds that will allow YFS services to be maintained at current levels while the Foundation explores options with members of the Mercer Island community to secure additional short-term and long-term funding for these two positions (as well as the school-based mental health counselors that are slated for reductions in September 2019 and September 2020):

- **0.5 FTE Geriatric Specialist (\$53,110), January 1 through December 31, 2019**
The Geriatric Specialist was reduced by 0.5 FTE in the 2019-2020 budget Mercer Island has a robust senior population and the need for services remains high. This funding from the Foundation will maintain services at the current level.
- **0.5 FTE Administrative Assistant (\$16,460), January 1, 2019 through June 30, 2019**
The Administrative Assistant position was reduced by 0.5 FTE in the 2019-2020 budget. The YFS Department and the Foundation rely on administrative assistance to serve 16 staff members and provide reception duties at the front desk of the Luther Burbank Park Administration building. The funding will allow the Department to provide uninterrupted reception and customer service through the Department's busiest service and fundraising period.

RECOMMENDATION

Youth and Family Services Director

MOVE TO: Accept a donation of \$69,570 from the Mercer Island Youth and Family Services Foundation to fund the half-time reduction in the Geriatric Specialist position from January 1, 2019 through December 31, 2019 and to fund the half-time reduction in the Administrative Assistant position from January 1, 2019 through June 30, 2019.



DONATION OF FUNDS

Foundation Directors

- Jody Kris
President
- Jon Conradt
Vice President
- Anjali Grover
Treasurer
- Virginia Pedreira
Secretary
- Pam Hinnen
- Lisa Katsman
- Mai Krishnaswamy
- Laura Oberto
- Jennifer Pawlosky
- Barbara Potashnick
- Barbra Richardson
- James Schwab
- Ken Urman
- Mina Velamoor
- Chris Woerner

- Cynthia Goodwin
Director
- Sari Feinberg Weiss
Development Officer

Date: December ¹²/~~11~~, 2018

To: City of Mercer Island

From: Jody Kris, President, MIYFS Foundation

Amount: **\$69,570** - Combined Total; see detail below

Purpose: Youth & Family Services - 0.5 FTE Geriatric Specialist
January 1 through December 31, 2019
\$53,110

Youth & Family Services - 0.5 FTE Administrative Assistant
January 1, 2019 through June 30, 2019
\$16,460

Please accept this Donation of Funds payable from the Mercer Island Youth & Family Services Foundation to the City of Mercer Island for the purposes stated above.

Jody A Kris 12-12-18
Jody Kris, President Date



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5518
December 18, 2018
Consent Calendar

Table with 3 columns: Item description, Action, and Action type checkboxes (Discussion Only, Action Needed, Motion, Ordinance, Resolution).

Table with 2 columns: Department/Council Liaison/Exhibits/Goal/Manager, and corresponding details.

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

SUMMARY

BACKGROUND

During the May 15 (AB 5418) and June 5 (AB 5434) regular meetings of the Mercer Island City Council, Council reviewed, discussed and authorized the Purchase and Sale Agreement ("PSA") with Parkway Management Group et al. (collectively, "Parkway") to acquire the former Tully's property, located at 7810 SE 27th Street, and combine it with a portion of adjacent land the City already owned at Sunset Highway, known as Parcel 12. The PSA serves as the transaction document necessary for the City to purchase the Tully's property and combine it with adjacent City-owned land known as Parcel 12/Sunset Highway to develop long-term, transit commuter parking for Mercer Island use near the future East Link light rail station anticipated to open in 2023. Following Council authorization, the City Manager and Parkway representatives executed the PSA, and it became effective on June 7, 2018. On December 6, 2018, the City Council approved the First Amendment to the PSA (AB 5512), which was a short extension of the Due Diligence period until December 18, 2018 so that a longer extension could be negotiated.

TERMS OF DUE DILIGENCE EXTENSION REQUESTED BY BUYER (CITY)

The due diligence period in the First Amendment to the PSA is set to expire on December 18, 2018. During the due diligence period, the City's environmental consultants have been conducting a Phase 2 environmental site investigation to determine the vertical and horizontal extent of the contamination, and City staff and outside legal counsel have been engaging in negotiations with the prior owner/operator known

to have contaminated the site, BP/ARCO, in efforts to obtain recovery of site remediation costs. The site investigation and negotiations are taking longer than anticipated.

After agreeing to a short extension until December 18, 2018, the City and Parkway have completed negotiations for a longer extension of the due diligence period to Tuesday, April 30, 2019. If needed, the City has the option to extend to Monday, July 1, 2019, conditioned upon 30-days prior written notice from the City. The parties further agreed that the Sellers will issue a refund to the City at closing equal to fifty percent of the monthly rent payments in lieu of a credit against the Purchase Price. Finally, the parties agree that the City will have use and control of the site, excluding the building, during the due diligence period.

RECOMMENDATION

City Manager

MOVE TO: Authorize the City Manager to execute the Second Amendment to the Purchase and Sale Agreement, in substantially the form attached as Exhibit 1 hereto.

SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT

This Second Amendment to Purchase and Sale Agreement (“**Second Amendment**”) is made and entered into as of **December 18, 2018** by and between **CITY OF MERCER ISLAND, a Washington municipal corporation** (“Buyer”) and **Buty Limited Partnership, a Washington limited partnership; Jean Mitchell Burton Testamentary Trust; Martin M. Burton Irrevocable Trust, dated April 16, 1987; Shelley Lynn Burton, as her separate estate; Shelley Lynn Burton Trust; and Melissa Mary Burton Trust, the foregoing as Tenants in Common as to 100% ownership of the Property (as defined below)**, (collectively, “Seller”) (referred to together as the “Parties”), with respect to that certain Purchase and Sale Agreement dated June 7, 2018 between Buyer and Seller, with an Effective Date of June 7, 2018 (as amended, the “PSA”) regarding the sale of property commonly known as the “Tully’s site” and located at 7810 SE 27th Street, Mercer Island, Washington 98040 (the “Property”). Capitalized terms not expressly defined herein shall have the meaning ascribed to them in the PSA.

The Parties agree as follows:

1. Section 4.1.1(a) is amended to provide that: The Due Diligence Period shall be extended to Tuesday, April 30, 2019; and Buyer shall have one option to extend the Due Diligence Period to Monday, July 1, 2019 conditioned upon: (a) written notice delivered to Seller by Friday, March 29, 2019; and (b) Seller’s written approval of such extension shall not be unreasonably withheld, conditioned or delayed.

The remainder of Section 4.1.1(a) shall remain unchanged.

2. Section 4.1.2 is amended to delete the second and third sentences and replace them in their entirety as follows:

In the event of Closing as contemplated in Section 3.2 and without an extension for purposes of a Section 1031 Exchange, then fifty percent (50%) of these rent payments shall be refunded to Buyer by Seller’s deposit to escrow within 5 days of Closing. If the Seller requests an extension for purposes of a Section 1031 Exchange as contemplated in Section 3.2, then one hundred percent (100%) of these rent payments after the 60-day period and the Due Diligence Period shall be refunded to Buyer by Seller’s deposit to escrow within 5 days before Closing.

3. Section 4.1.1(b) shall be amended to add the following:

In addition to access to conduct the Inspections, Buyer shall have access to and control of the drive aisles, parking lot and landscaped areas on the Property (collectively, the “Parking Area”). Buyer shall be solely responsible for the management of the Parking Area. The provisions of the Site Access Agreement shall be applicable to the Property use granted in this Section including without limitation claims, losses, damages, injuries, casualty, liability, lien, cost or expense (including attorney fees) made by or

to the extent arising from Buyer's invitees including without limitation persons accessing the Property. The Parking Area use shall be conditioned upon Seller's insurance carrier's continuation of insurance coverage for the Property during the Parking Area use. Buyer shall reimburse Seller on a monthly basis for any increase in Seller's insurance premiums, and any deductibles paid, subsequent to December 18, 2018 as a result of Buyer's Property use. Buyer's use of the Property under this Section shall terminate upon cancellation, termination or default of the PSA.

Buyer shall not have access to or control of the building on the Property unless for investigative purposes outlined in Section this 4.1.1(b) of the PSA.

4. If any provision of the PSA conflicts with this Second Amendment, this Second Amendment shall control.

All other terms and conditions of the Agreement remain unchanged.

[SIGNATURES BEGIN ON FOLLOWING PAGES]

BUYER:

**CITY OF MERCER ISLAND, a
municipal corporation**

By: _____

Name: Julie Thuy Underwood

Its: City Manager

Date: _____

SELLERS:

**BUTY LIMITED PARTNERSHIP, a
Washington limited partnership**

By: _____
Printed Name: Frank M. Buty
Title: General Partner

Date: _____

**BUTY LIMITED PARTNERSHIP, a
Washington limited partnership**

By: _____
Printed Name: Steve Buty
Title: General Partner

Date: _____

**BUTY LIMITED PARTNERSHIP, a
Washington limited partnership**

By: _____
Printed Name: Kim Buty
Title: General Partner

Date: _____

SHELLEY LYNN BURTON TRUST

By: _____
Printed Name: Shelley L. Burton
Title: Trustee

Date: _____

**JEAN MITCHELL BURTON
TESTAMENTARY TRUST**

By: _____
Printed Name: Shelley Burton
Title: Successor Trustee

Date: _____

**MARTIN M. BURTON IRREVOCABLE
TRUST, dated April 16, 1987**

By: _____
Printed Name: Shelley L. Burton
Title: Trustee

Date: _____

**SHELLEY LYNN BURTON, as her
separate estate**

By: _____
Printed Name: Shelley L. Burton

Date: _____

MELISSA MARY BURTON TRUST

By: _____
Printed Name: Kristina C. Udall
Title: Trustee

Date: _____



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

**AB 5522
December 18, 2018
Consent Calendar**

RESOLUTION AMENDING RES NO. 1547 TO SUPPORT A RCO GRANT APPLICATION FOR PLANNING WORK RELATED TO THE FUTURE CONFIGURATION OF THE DOCKS AT LUTHER BURBANK PARK	Action: Approve Resolution No. 1557 amending Resolution No. 1547.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
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DEPARTMENT OF	Parks and Recreation (Paul West)
COUNCIL LIAISON	n/a
EXHIBITS	1. Resolution No. 1557
2018-2019 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

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

SUMMARY

At its October 16, 2018 meeting, the City Council adopted Resolution No. 1547 as part of the Consent Calendar. The resolution required City support of a grant application to the Washington State Recreation and Conservation Office (RCO) for a Boating Facilities Grant for planning and design of Luther Burbank docks (see [AB 5486](#)). However, a required paragraph certifying that matching funds would be provided by the City was missing from the resolution. Resolution No. 1557 amends Resolution No. 1547 by adding the missing paragraph. It is due prior to the grant’s technical completion deadline of January 4, 2019.

The added paragraph reads as follows:

- 10. If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.

Subsequently, the City Council passed the 2019-2020 Budget on December 4, 2018. The adopted budget contains the required matching funds in the Capital Improvement Program (CIP) budget. Providing the certification required in the new resolution will be an administrative action by the City Manager if RCO recommends the project for funding.

RECOMMENDATION

Parks Operation Superintendent

MOVE TO: Approve Resolution No. 1557 amending Resolution No. 1547, to support a RCO Grant Application for planning work related to the future configuration of the docks at Luther Burbank Park.

**CITY OF MERCER ISLAND
RESOLUTION NO. 1557**

**A RESOLUTION OF THE CITY OF MERCER ISLAND, WASHINGTON
AMENDING RESOLUTION NO. 1547, “AUTHORIZING APPLICATION
FOR PLANNING AND DESIGNING THE FUTURE CONFIGURATION OF
THE DOCKS AT LUTHER BURBANK PARK”**

WHEREAS, on October 16, 2018, the Mercer Island City Council adopted Resolution No. 1547, authorizing application for planning and designing the future configuration of the docks at Luther Burbank Park;

WHEREAS, Resolution No. 1547 authorized submitting application(s) for grant funding assistance for a Boating Facilities Program grant to the Washington State Recreation and Conservation Office; and

WHEREAS, the Recreation and Conservation Office has requested that, in addition to the commitments set forth in Resolution No. 1547 and agreed upon by the City as a condition for the aforementioned grant, that the City further agree that if match is required for the grant, the City must certify the availability of match at least one month before funding approval, and must support all non-cash matching share commitments to this project should they not materialize; and

WHEREAS, the City of Mercer Island considers it in the best public interest to agree to the additional commitment in order to complete the project described in the application;

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

Section 1. The substantive section of Resolution No. 1547 is hereby amended as follows (new text underlined in paragraph 10):

This resolution authorizes the person identified below (in section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above “Project(s).”
2. Julie Underwood, City Manager, is authorized to act as a representative/agent for our organization with full authority to bind the organization regarding all matters related to the Project(s), including but not limited to, full authority to: (1) approve submittal of a grant application to the Office, (2) enter into a project agreement(s) on behalf of our organization, (3) sign any amendments thereto on behalf of our organization, (4) make any decisions and submissions required with respect to the Project(s), and (5) designate a project contact(s) to implement the day-to-day management of the grant(s).

3. Our organization has reviewed the sample project agreement on the Recreation and Conservation Office's WEBSITE at: <https://rco.wa.gov/documents/manuals&forms/SampleProjAgreement.pdf>. We understand and acknowledge that if offered a project agreement to sign in the future, it will contain an indemnification and legal venue stipulation (applicable to any sponsor) and a waiver of sovereign immunity (applicable to Tribes) and other terms and conditions substantially in the form contained in the sample project agreement and that such terms and conditions of any signed project agreement shall be legally binding on the sponsor if our representative/agent enters into a project agreement on our behalf. The Office reserves the right to revise the project agreement prior to execution and shall communicate any such revisions with the above authorized representative/agent before execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative/agent has full legal authority to enter into a project agreement(s) on its behalf, that includes indemnification, waiver of sovereign immunity (as may apply to Tribes), and stipulated legal venue for lawsuits and other terms substantially in the form contained in the sample project agreement or as may be revised prior to execution.
5. Grant assistance is contingent on a signed project agreement. Entering into any project agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the project agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that *prior to* our authorized representative/agent executing the project agreement(s), the RCO may make revisions to its sample project agreement and that such revisions could include the indemnification, the waiver of sovereign immunity, and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the project agreement(s), confer with our authorized representative/agent as to any revisions to the project agreement from that of the sample project agreement. We also acknowledge and accept that if our authorized representative/agent executes the project agreement(s) with any such revisions, all terms and conditions of the executed project agreement (including but not limited to the indemnification, the waiver of sovereign immunity, and the legal venue stipulation) shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. Our organization acknowledges and warrants, after conferring with its legal counsel, that no additional legal authorization beyond this authorization is required to make the indemnification, the waiver of sovereign immunity (as may apply to Tribes), and the legal venue stipulation substantially in form shown on the sample project agreement or as may be revised prior to execution legally binding on our organization upon execution by our representative/agent.
10. If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization

understands it is responsible for supporting all non cash matching share commitments to this project should they not materialize.

11. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until the Project is complete.
12. Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the project agreement or an amendment thereto.
13. This resolution/authorization is deemed to be part of the formal grant application to the Office.
14. Our organization warrants and certifies, after conferring with its legal counsel, that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND,
WASHINGTON AT ITS REGULAR MEETING ON THE 18TH DAY OF DECEMBER
2018**

CITY OF MERCER ISLAND

Debbie Bertlin, Mayor

ATTEST:

Deborah A. Estrada, City Clerk



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

**AB 5520
December 18, 2018
Regular Business**

FISCAL SUSTAINIBILTY PLAN	Action: Provide feedback to staff regarding the project, timeline, and/or optional Activity 7.	<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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DEPARTMENT OF	City Manager (Julie Underwood)
COUNCIL LIAISON	n/a
EXHIBITS	1. Management Partners Biographies
2018-2019 CITY COUNCIL GOAL	2. Maintain QofL/Essential Services
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$	54,900
AMOUNT BUDGETED	\$	54,900
APPROPRIATION REQUIRED	\$	0

SUMMARY

BACKGROUND

At the May 15, 2018 Council meeting, staff was directed to hire a third-party consultant to review the City's methodology and assumptions built into the financial projections and forecasts. The City Manager retained Management Partners who delivered its findings at the July 10 Council meeting (see [AB 5448](#)). Steve Toler, Senior Manager at Management Partners provided a review of the City's forecasting model and recommendations following direction from the City Council. The scope of work included reviewing the draft six-year financial forecast prepared by the City, the data used in preparing the financial forecast, and the following:

- Revenue assumptions for the City's significant revenue sources, including property tax, utility tax, sales tax, real estate excise tax, business and occupation tax, licenses and permits, recreation programs, and emergency medical support (EMS) services.
- Expenditure assumptions for the City's significant expenditure categories, including salaries and benefits, contractual services, equipment rental and intergovernmental charges, interfund transfer requirements, and the funding status of pension and other post-employment benefit obligations.
- Fund balance/reserve analyses and amounts restricted or assigned for specific purposes in accordance with City Council policy and/or generally accepted governmental accounting standards.
- Economic assumptions used in preparing the six-year financial forecast, including revenue growth trends, compensation and benefits increases (especially medical and pension projections), historical

and future projected recessionary impacts, development activity, and regional economic environmental assumptions.

Additionally, Management Partners also performed a cursory review of the City's six-year Capital Improvement Program and evaluated whether there were any significant current and future underfunded or unfunded capital improvement needs that may require additional fiscal resources from the General Fund.

The scope of work also included identifying any significant historical trends that may inform the forecast of revenues and expenditures and determining if the forecast incorporates a comprehensive set of assumptions affecting the financial capacity of the General Fund. This analysis provided a sound basis for understanding the City's financial ability to fund services during the next six years.

COUNCIL DIRECTION

Following Mr. Toler's presentation and data analysis, the City Council directed staff to prepare a fiscal sustainability plan, and, consistent with the recommendation of Management Partners, transfer any savings achieved by such plan to the Contingency Fund (the so-called "Rainy Day" Fund) and end the six-year levy period with a Contingency Fund balance equal to a minimum of two-months (or 17%) of the City's annual General Fund budget. As part of the fiscal sustainability plan, staff will need to identify additional efficiencies, evaluate service delivery model changes, capture further cost savings, and find new enhanced revenues.

MANAGEMENT PARTNERS

Staff has selected Management Partners to prepare the fiscal sustainability plan for the City. Management Partners is a professional management consulting firm specializing in helping local government leaders improve their operations for over 20 years. They identify problems and best practices that reveal ways to increase organizational effectiveness. Founded in 1994, Management Partners has a proven track record providing clients with professional expertise in all aspects of local government management.

The assistance Management Partners provided the City in evaluating the six-year financial forecast of the General Fund provides them with a solid understanding of the City and will enable them to leverage that work to develop a fiscal sustainability plan. Management Partners has a highly qualified project team to complete this work for the City of Mercer Island. The team members will be available to ensure successful completion of the project. Andrew Belknap will serve as project director and will oversee the substantive work of the project. Steve Toler will return as project manager for this assignment. They will be supported by Jim Steele, Don Rhoads and Rick Rivera. Brief qualifications for each are provided in Exhibit 1. The firm also has a team of experts in each of the functional areas and services provided by operating departments upon which to identify fiscal sustainability practices appropriate and customized to implementation in Mercer Island.

SCOPE OF WORK

Management Partners' scope of work for developing a fiscal sustainability plan will identify budget strategies that, if implemented, would address the General Fund's annual structural deficit that was projected to rise to nearly \$7.8 million by FY 2024. In preparing a fiscal sustainability plan, Management Partners proposes to identify budget strategies in several categories. These include revenue enhancements, expenditures controls and cost shifts, service delivery changes and service level reductions that, in combination, would serve to eliminate the General Fund's long-term fiscal gap.

The proposed scope of work includes the following activities:

- **Activity 1 – Start Project**

Management Partners will meet with project staff to confirm project deliverables and due dates to ensure the project is completed on time and on budget and that the proposed scope of work is aligned precisely to meet the City's goals.

- **Activity 2 – Gather Data, Conduct Interviews and Review Documents**

A learning phase will be initiated to update Management Partners' understanding of the City's current fiscal status and environment. Data that is essential to this type of project comes from elected officials, department directors and mid-managers and will be gathered in several ways through interviews, a City Council Study Session and document review.

- **Activity 3 – Review and Update the Long-Range Forecast**

Management Partners will update any changes to the City's fiscal status and environment since their earlier project when they reviewed the six-year General Fund financial forecast and the recent adoption of the 2019-2020 biennial budget.

- **Activity 4 – Analyze Data and Prepare Initial Matrix of Strategies**

During this phase the data that has been gathered in the first three activities will be analyzed. Management Partners will identify historical trends and review the ten-year forecast, giving a comprehensive perspective of the factors affecting the financial capacity of the City. They will develop independent strategies grouped in four dimensions which, taken together, comprise a range of alternatives for closing the deficit gap and creating a stabilized and sustainable budget. They are:

1. **Revenue Enhancements.** This involves identifying new revenue sources, or enhancing/increasing existing revenue sources, based on best practices.
2. **Expenditure Controls and Cost Shifts.** This refers to strategies that cap or save General Fund expenditures either by shifting costs to other funds or service providers or reduce the cost of services.
3. **Service Delivery Model Changes.** This includes looking at alternative, lower cost service delivery approaches such as shared services, outsourcing or insourcing with other agencies, public/private partnerships, and contracting for services with private sector service providers.
4. **Service Delivery Reductions.** This involves reductions based on prioritizing core services and reducing non-core services.

Following the analysis of the data, they will develop a preliminary matrix of short- and long-term strategies to eliminate the City's structural deficit.

- **Activity 5 – Prepare Fiscal Sustainability Plan**

Management Partners will perform a detailed analysis of strategies offering the greatest potential for reducing the fiscal challenges documented in the previous activities in the form of a memorandum that will serve as the basis for a draft fiscal sustainability plan. We will identify the following information for each strategy:

- Priority rank,
- Description and rationale,
- Estimated fiscal impact,
- Implementation schedule (short- vs. long-term),

The strategies will then be grouped into various scenario packages for consideration, ranging from revenue-centric to expenditure-focused packages and various combinations. Management Partners will deliver a draft budget strategies and scenario packages memorandum.

- **(Optional) Activity 6 – Conduct Community Engagement Workshops**

As an optional activity, Management Partners could conduct two workshops to facilitate input from community members regarding the identified budget strategies. One workshop could be for community leaders from businesses, schools, neighborhoods, and non-profit organization and another workshop could be held for representatives from the City's eight commissions and boards.

Alternatively, the City could choose to have a town hall type forum and invite all members of the public to participate.

The purpose of the workshops would be to gain feedback from interested community stakeholders about the City’s fiscal sustainability plan to inform the City Council’s deliberations on the budget strategies that comprise the draft fiscal sustainability plan. These workshops can serve as effective educational venues by educating participants about the City’s fiscal situation, and gain their perspectives on service priorities, funding opportunities for those services, and any other ideas they may have on sustainably funding City services.

- **Activity 7 – Support Implementation**

After completing the fiscal sustainability plan, Management Partners will prepare a draft Implementation Action Plan incorporating each recommendation in the project report.

COST AND TIMELINE

The cost of this project is \$54,900, which includes all fees and expenses. This expenditure was adopted as part of the 2019-2020 biennial budget on December 4. If the City desires to add the optional community engagement activity (Activity 7) to the project, it would cost an additional \$11,500, for a total of \$66,400. At this time a funding source for the community engagement activity has not been identified.

Management Partners will be kicking-off this project on December 18 with interviews of staff and Councilmembers during the day and a Study Session at the Council meeting that evening to review the scope of work and the project timeline. Management Partners is prepared to complete this project as early as April 30, 2019, subject to the City’s timing in relation to its budget process and other priorities. The proposed timeline is below.

Activity	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19
Activity 1 – Start Project and Kick-Off Meeting					
Activity 2 – Gather Information & Interviews					
Activity 3 – Update Long-Range Forecast					
Activity 4 – Prepare Matrix of Strategies					
Activity 5 – Prepare Fiscal Stabilization Plan					
Activity 6 – (Optional) Community Engagement Workshops					
Activity 7 – Support Implementation					

COUNCIL DIRECTION - DEFICIT REDUCTION

In addition to the work proposed by Management Partners, the City Manager and Leadership Team are working to identify an additional \$1.2 million in reductions or new revenues to offset the \$2 million in deficit spending in the 2019-2020 biennial budget. A draft proposal will be presented to at the 2019 Council Planning Session on February 1-2, 2019. The outcomes from that process will be incorporated into the analysis that will inform the fiscal sustainability plan being prepared by Management Partners.

RECOMMENDATION

City Manager

Provide feedback to staff regarding the project, timeline, and/or funding for optional Activity 7 if desired.



Andrew Belknap, Regional Vice President

Andrew is responsible for Management Partners' western operations, based in San Jose and Costa Mesa, California. He has more than 20 years of local government experience, including service as a city manager, public works director, and consultant to California municipalities, counties and special districts. His areas of expertise include fiscal and budget analysis, municipal restructuring, governance models and developing service delivery partnerships and functional consolidations to take advantage of economies of scale in public sector service delivery. With Management Partners, Andy has served well over 100 California local governments, many on multiple occasions, including 17 of the largest 20 cities. A trained economist, Andy brings a special expertise to fiscal analysis and public finance issues. His blend of quantitative skills, coupled with a practitioner's understanding of public services and management systems, adds value to all types of organizational and policy analysis.

Steve Toler, Senior Manager

Steve Toler joined Management Partners after spending nearly 20 years in local government public service working for the cities of Cupertino, Foster City and Millbrae. He has served in management positions ranging from assistant city manager to information technology manager. Steve has skills and knowledge in a wide range of areas including budgeting and revenue forecasting, financial management and reporting, accounting, purchasing, information technology management, water and wastewater rate modeling, regional shared services planning, organizational development and training, labor relations and negotiations, business continuity planning, risk management, economic development and redevelopment, tax ballot measures, and public engagement. Steve lives in Eugene, Oregon, and serves clients in the Pacific Northwest and in California.

Jim Steele, Special Advisor

Jim spent over 30 years in local government, starting as a budget analyst in the City of Palo Alto and ending as finance director and assistant city manager in the City of South San Francisco. During that time, he developed policies and procedures, reviewed work flow, performed service and fee study reviews, and led several multi-departmental projects including a major new facilities plan and a multi-faceted review of the viability of consolidating services with a neighboring jurisdiction. He also developed sewer and garbage rates in conjunction with long-term capital planning, participated in all aspects of selecting and implementing a new financial software package, developed and administered risk management programs, and participated in labor negotiations and costing. In his career of keeping budgets balanced, he developed long-term financial plans, made numerous financial presentations to bargaining groups, the public, city councils, and the business community, and also participated in five ballot tax measures.

Don Rhoads, Special Advisor

Don began his career in public accounting and earned his CPA license before moving to municipal finance management. His more than 29 years of public sector experience includes serving as finance director for the City of Monterey, California, and just before joining Management Partners, as chief financial officer for the City of Beverly Hills. He has been well regarded by city councils, managers, and community members as a person who takes complex financial information and presents it in a way that is understandable and relevant.

Don has been involved in just about every facet of municipal finance, including operational and capital budgeting, strategic financial planning, accounting and financial reporting, capital improvement planning, analysis and strategies related to unfunded liabilities, as well as staff development and teambuilding. He led the Mayor's Financing Task Force in Beverly Hills to successfully develop a financing plan for major upcoming capital projects, and he established an innovative Conference Center Financing District in Monterey to provide funding for the renovation and expansion of the Monterey Conference Center.

Rick Rivera, Management Analyst

Rick conducts research and analyses in the areas of operations, finance, organizational design, and strategic planning on behalf of Management Partners' clients. He has an extensive background in project management, strategic planning, and operations support. His training includes financial forecasting, regression and statistical analysis, communications and marketing, and local government planning and regulation. Rick has a bachelor of arts in English from the University of Puerto Rico, as well as both an MBA and masters' in public policy from the Mills College Lorry I. Lokey School of Business and Public Policy in Oakland, California. He is fluent in Spanish.



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

**AB 5519
December 18, 2018
Regular Business**

BOARDS & COMMISSIONS COUNCIL AD HOC COMMITTEE RECOMMENDATIONS AND BOARDS & COMMISSIONS CODE AMENDMENTS (1ST READING)	Action: Receive the Committee's recommendations to amend the membership criteria for boards and commissions and revise the boards and commissions application.	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
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DEPARTMENT OF	City Manager (Ali Spietz)
COUNCIL LIAISON	Wendy Weiker Benson Wong
EXHIBITS	<ol style="list-style-type: none"> Boards & Commission Council Ad Hoc Committee Charter Proposed Ordinance No. 19C-01 (with tracked changes) Proposed Ordinance No. 19C-01 (clean) Matrix of Boards & Commissions Membership Criteria Revised Boards & Commissions Application
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

At the 2018 City Council Planning Session in January, the Council discussed the process for appointing citizen volunteers to the City’s advisory boards and commissions. Following discussion of the appointment process, there was a desire among most of the Council to review the process and determine if new procedures should be recommended and implemented for appointments to the Planning Commission, Design Commission, and Utility Board, thus the Boards & Commissions Council ad hoc committee (“Committee”) was formed and Councilmembers Tom Acker, Wendy Weiker and Benson Wong volunteered. Staff included City Manager Julie Underwood, the City Clerk, Development Services Director, Planning Manager, and Public Works Director.

The Committee met on February 16 to review the draft charter and discuss the current appointment process. The Committee further reviewed the boards and commissions’ volunteer application and proposed edits to improve the information collected. They also recommended expanding the scope of the Committee (see [AB 5399](#)). At the February 20, 2018 Council Meeting, there was discussion about the Committee’s scope and differing views on what was authorized as part of the Committee’s charge at the Planning Session. Staff was directed to bring the proposed Committee charter to the entire Council for review and approval at the March 6, 2018 Council meeting.

At the March 6, 2018 Council meeting, the Council reviewed the proposed Boards & Commissions Appointment Process Ad Hoc Committee's charter and the Committee's desire to expand their scope and charter to include the following:

1. Revise the boards and commissions application form and cover page.
2. Develop membership criteria for Planning Commission, Design Commission, and Utility Board.
3. Develop membership criteria for Arts Council, Community Services Board, & Open Space Conservancy Trust.
4. Propose code amendments for all boards and commissions for consistency.
5. Discuss and recommend to the full Council the responses to the following questions:
 - Do we have the "right" advisory boards and commissions?
 - Do we need additional boards? (i.e. parks, transportation, etc.)
 - Do we need to sunset any boards or commissions?

After lengthy Council discussion, the "Purpose" section of the Committee's charter was replaced to only include:

- Revise the application form and cover page.
- Develop membership criteria for Planning Commission, Design Commission, and Utility Board.
- Develop membership criteria for Arts Council and Community Services Board.
- Propose code amendments for all boards and commissions for consistency.

And the "Meeting Schedule" section of the charter was amended to add a sunset date of December 31, 2018.

The Committee met on June 8, in advance of the Council's Mini-Planning Session to review the memorandum prepared by staff for the Council discussion "[Boards & Commissions Do We Have the "Right" Ones?"](#)" The Committee supported staff's recommendations to:

1. Sunset the Community Advisory Board (formerly the Youth, Senior and Family Services Advisory Board) immediately; and
2. Not extend the Mercer Island Library Board sunset date of December 31, 2018.

At the June 9 Mini-Planning Session, the full Council agreed with these recommendations. In addition, the Council asked staff to research the creation and administration of a Parks and Recreation Commission and the sunsetting of the Parks & Recreation Council Subcommittee.

The Council also reconfirmed the Committee's revised charter (see Exhibit 1) to review and propose changes to the application for boards and commissions and the appointment process as follows:

- Revise the application form and cover page.
- Develop membership criteria for Planning Commission, Design Commission, Utility Board, Arts Council, and Parks & Recreation Commission.
- Propose code amendments for all boards and commissions for consistency.

MEMBERSHIP CRITERIA & APPLICATION

Over the summer, staff met to discuss the membership criteria for the Planning Commission, Design Commission, Utility Board, and Arts Council. In addition, the new Parks & Recreation Director developed proposed criteria for the new Parks & Recreation Commission to be established.

Throughout the fall the Committee reviewed and approved the proposed code amendments for the Planning Commission, Design Commission, Utility Board, Arts Council, the creation of the new Parks & Recreation Commission (see Exhibits 2 & 3), and the revised boards and commissions application (see Exhibit 5).

COMMITTEE RECOMMENDATIONS

The Committee recommends the following amendments to Title 3 of the Mercer Island City Code:

- Creation of a “Membership” section in each boards and commissions chapter to identify qualifications and representation
- Creation of a “Members” section to identify the number of members, residency requirements, terms, term limits, and staff liaisons
- Creation of “Appointment,” “Removal,” and “Vacancies” sections to outline the process for members joining and leaving the board or commission
- Instituting two-consecutive term limits for all the boards and commissions. 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
- Addition of a “Parks & Recreation Commission” to begin in June 2019
- Adoption of the revised boards and commissions application that clarifies the application and appointment process.

Attached as Exhibit 4 is a matrix of the information for the first two bullets above for the Planning Commission, Design Commission, Utility Board, Arts Council, and Parks & Recreation Commission.

In addition to the amendments noted above, the following recommended amendments should be noted:

- Planning Commissioners will now have a two-consecutive term limit. 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.
- The Planning Commission no longer reviews plats or subdivisions therefore MICC section 3.46.020(D) is deleted.
- The “Purpose – Function and Jurisdiction” section of the Arts Council code was updated to reflect current practices and group values.
- The Arts Council membership was reduced from 11 to 9 at the recommendation of the Parks & Recreation Director and City Clerk. While the Arts Council is a working board, there have been issues with attendance and vacancies. Reducing the size of the board will help focus work and resources where needed.

RECOMMENDATION

Assistant to the City Manager

MOVE TO: Set Ordinance No. 19C-01 and the revised boards and commissions application to January 15, 2019 for second reading and adoption on the Consent Calendar.

Boards & Commissions Council Ad Hoc Committee Charter

Problem Statement:

There is inconsistency in the codes that establish and govern each of the boards and commissions and that criteria should be developed and added to the code for each of the boards and commissions.

Purpose:

The purpose of the Committee is to review and recommend to the full City Council to

- Revise the application form and cover page
- Develop membership criteria for Planning Commission, Design Commission, Utility Board and Arts Council
- Develop membership criteria for Parks & Recreation Commission (added at June 9 Mini-Planning Session)
- Propose amendments to the code for all boards and commissions for consistency

Authority:

The Committee is chartered by and accountable to the full City Council and does not replace the City Council as final decision makers.

Duration:

The Committee shall meet until a recommendation is finalized. Once it is presented to the full City Council, the Committee shall sunset, unless further charge is given to the Committee by the full City Council. The Committee shall sunset by December 31, 2018.

Membership:

The Committee is comprised of three Councilmembers. The City Manager, City Clerk, and staff liaisons to the boards and commissions (when necessary) will staff the Committee.

Meeting Schedule:

The Committee and staff shall meet as many times as necessary to finalize a recommendation either to maintain the current process or to adopt a new selection and appointment process. The City Clerk shall schedule the meetings for mutually agreeable times.

Responsibilities:

- Revise the application form and cover page
- Develop membership criteria for Planning Commission, Design Commission, Utility Board and Arts Council
- Develop membership criteria for Parks & Recreation Commission (added at June 9 Mini-Planning Session)
- Propose amendments to the code for all boards and commissions for consistency

References and Resources

1. MICC 3.34, Design Commission, MICC 3.46, Planning Commission, MICC 3.52, Utility Board, 3.55 Mercer Island Arts Council
2. City Council Rules of Procedure Section 8 – City Boards and Commissions
3. 2018 Planning Session Memo re: Boards & Commissions Citizen Appointment Process & appointment process examples from other cities
4. Councilmember Acker’s email and proposal
5. 2019 Mini-Planning Session Memo - “Boards & Commissions Do We Have the “Right” Ones?”

Adopted 3/6/2018

Updated 6/9/2018

**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—~~Terms.~~

~~3.34.040—Membership—Qualifications and compensation.~~

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—Terms.

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. Alternate. One (1) alternate member shall be appointed to serve in the absence of regular members. Alternates shall be selected using the same qualifications as described previously herein. Alternate members shall serve a term of 4 years.

4. Representation. An intent of the appointment process shall be to evenly represent the areas of interest as stated above, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. Number. The design commission shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

~~The design commission shall consist of seven members, appointed by the mayor and subject to confirmation of the city council. The appointment of members of the design commission shall be for a term of four years. No member shall serve more than two consecutive terms. The terms shall expire on May 31 of the last year of the term. The year of expiration of the terms of the positions shall be staggered with the following groups of positions expiring two years apart: Positions 1 and 2, and Positions 3 and 4, Positions 5 and 6, and Position 7. A person appointed to fill a vacancy shall serve for the remainder of the unexpired term. Design commission members shall serve without compensation. The mayor, with concurrence of a majority of the council, shall have the authority to remove any member without cause.~~

~~3.34.040 Membership – Qualifications and compensation.~~

~~A. Specialists. In order 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. In order to qualify for appointment it shall be demonstrated that the individual'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, the mayor shall seek to appoint persons who are knowledgeable in matters of design and aesthetic judgment by virtue of training, education, and/or experience and who possess qualities of impartiality and broad judgment.~~

~~B. 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 have a connection to the city's business community, either by owning or managing property or a business in the city's business or commercial districts, or by working in said districts, or otherwise.~~

~~C. Residency. A majority of the design commission shall be residents of Mercer Island.~~

Chapter 3.46 PLANNING COMMISSION

Sections:

- 3.46.010 Established.
- 3.46.020 Purpose – Function and jurisdiction.
- 3.46.030 Membership—~~Terms.~~
- 3.46.040 Meetings – Organization.
- ~~3.46.040 Residence of members.~~
- 3.46.050 Instruction of members.
- ~~3.46.060 Vacancy filling – Unexpired terms.~~
- ~~3.46.070 Removal and vacancies.~~
- 3.46.0860 Comprehensive plan – Responsibilities.

3.46.010 Established.

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

3.46.020 Purpose – Function and jurisdiction.

A. The planning commission shall act as a research agency of the city and shall serve in an advisory capacity to the city council. The planning commission may hold public hearings and shall make such studies, surveys, analyses and reports as have been or may be requested by the city council and shall make recommendations from time to time as to the best methods of conservation, utilization and development of the resources of the city and of the region and the physical development of the city.

B. The planning commission shall perform the functions and exercise the authority provided by chapter 35A.63 RCW, as now or as hereafter amended, and shall have such other duties and powers as heretofore have been or hereafter may be conferred upon the commission by city ordinances or as directed by the city council, the performance of such duties and exercise of such authority to be subject to each and all of the limitations expressed in such legislative enactment or direction.

C. Upon authorization by the city council, the planning commission may participate in national, regional, state, local or other cooperative planning activities, all as authorized by chapter 35A.63 RCW, or other state law, as now enacted or as hereafter amended, subject to any limitations imposed by the city council upon the participation by the planning commission in such activities.

~~D. All plats or plans of subdivisions of land within the city, as well as dedications of streets and alleys, offered to the city council for acceptance, shall first be submitted to the planning commission for its recommendation and report, which report shall be made to the council 30 days after submission, or at such earlier date as the council shall direct.~~

3.46.030 Membership—~~Terms.~~

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.

2. An intent of the appointment process shall be to evenly represent the areas of interest as stated above, as well as provide a geographic balance among the members. Appointed

members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. Number. The planning commission shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

~~A. The planning commission shall consist of seven members who shall be appointed by the mayor and confirmed by the city council. The term of each voting member, unless terminated earlier by the appointing authority, shall be four years, and shall expire 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. Any appointment to a position vacated other than by expiration of the term, shall be for the unexpired portion of the term. Planning commission members shall be selected without respect to political affiliation and shall serve without compensation. A planning commission member shall serve no more than two consecutive terms.~~

~~B. The city manager shall designate a member of the paid staff of the city to serve as secretary.~~

~~C. A majority of the membership of the planing commission, not less than four of whom shall be appointed members, shall constitute a quorum for the transaction of business. Any action taken by a quorum at any regular or special meeting of the planning commission shall be deemed an action of the commission.~~

~~D. In addition to the voting members, the city manager may serve, or he may appoint an employee or employees to serve, as ex officio member or members without authority to vote. The mayor shall designate one or more city council members to act as liaison between the city council and the planning commission.~~

~~**3.46.040 — Residence of members.**~~

~~No person shall be competent to qualify for or hold the office of member of the planning commission unless he or she is a resident of the city. The office of member of the planning commission shall become vacant upon such member ceasing to be a resident of the city.~~

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.

3.46.050 Instruction of members.

All members now serving on the planning commission, and each new member as soon as practicable after his or her appointment, shall take a course of instruction consisting of lectures, seminars or other presentations designed to afford an understanding of:

- A. The general principles of land use planning as applied to the city, its environs and the region;
- B. The nature and elements of the comprehensive plan for the city;
- C. The duties, responsibilities, scope of authority and limitations on discretion of the planning commission, with emphasis on constitutional and other legal aspects thereof;
- D. The appropriate standards to be applied in arriving at findings of fact and formulating recommendations.

~~**3.46.060 — Vacancy filling — Unexpired terms.**~~

~~Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired terms by the mayor upon confirmation by the council. The ex officio member shall serve at the will of the city manager.~~

~~**3.46.070 — Removal and vacancies.**~~

~~Members of the planning commission may be removed by the mayor with the approval of the city council, for inefficiency, neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absence from three consecutive regular meetings. The decision of the city council is final and there shall be no appeal therefrom.~~

3.46.080060 Comprehensive plan – Responsibilities.

The planning commission is charged with the responsibility of continuous observation of the development of the city in relation to the comprehensive plan. Where development or the absence of development indicates a condition or problem, or a new element or expansion, which was unforeseen and not anticipated by the plan, the commission shall study the subject;

and if the commission determines that an amendment, refinement or clarification of the plan may be advisable, a public hearing shall be held, with notice of the time, place and subject posted and published in the manner provided for notice of hearing on applications for the reclassification of property. Following the hearing, the commission may, at a regular meeting, recommend an amendment of the plan to the city council.

Chapter 3.52 UTILITY BOARD

Sections:

- 3.52.010 Established.
- 3.52.020 Purpose – Function and jurisdiction.
- 3.52.030 Membership—~~Term~~.
- 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—~~Term~~.

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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city’s diverse community.

B. Members.

1. Number. The utility board shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

~~A. The utility board shall consist of seven voting members, each of whom shall be appointed by the mayor subject to the confirmation of the city council. In addition to the voting members, the city manager may serve, or he may appoint an employee or employees of the city to serve, as an ex officio member without authority to vote. The mayor shall designate one or more city council members to act as liaison between the city council and the utility board.~~

~~B. The term of each voting member, unless terminated earlier by the appointing authority, shall be four years, and shall expire 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, 4, and 5; Positions 6 and 7. The ex officio member shall serve at the will of the city manager. Vacancies occurring in any position on the board shall be filled by appointment by the mayor with confirmation by the city council for the unexpired term.~~

3.52.040 Meetings – Organization.

The utility board shall determine the time and place of its meetings and other rules and regulations, which ~~rules shall be reduced to writing and a copy filed~~ shall be on file with the city clerk.

Chapter 3.55 MERCER ISLAND ARTS COUNCIL

Sections:
3.55.010 Established.

- 3.55.03~~20~~ Purpose – Function and jurisdiction. ~~Functions and duties.~~
- 3.55.02~~30~~ Membership—~~Term.~~
- 3.46.040 Meetings – Organization.
- 3.55.04~~50~~ 1% for art in public places fund.
- ~~3.55.050—Staff support.~~

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.”

3.55.030020 Purpose - Functions and jurisdiction duties.

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:~~The activities of the Mercer Island arts council shall include, but not be limited to, the following:~~

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.

~~1. Determination of the method of selection and commissioning of artists and performers for reviewing the design of, execution and placement of, and acceptance of works of art and art performances;~~

- ~~2. Representation of the city's interest in art matters and provision of information to the city council on matters pertaining to the arts;~~
- ~~3. To be a central body to whom art organizations, artists and anyone interested in the advancement of art in the city can come for information or assistance;~~
- ~~4. To provide encouragement and aid to programs for the enrichment of art in the city;~~
- ~~5. Coordination and strengthening of existing organizations in the field of art and the development of cooperation with the schools and local, regional and national art organizations;~~
- ~~6. The exploration of methods of obtaining private, local, state and federal funds to promote works of art and art performances in the city;~~
- ~~7. Initiating, sponsoring or conducting, alone or in connection with other public or private agencies, of public programs to further the development and public awareness of and interest in the arts;~~
- ~~8. To review and make recommendations as to studies, acquisition and construction of cultural facilities and all works of art by the city;~~
- ~~9. To render any advice and assistance in the field of art deemed necessary by the arts council or the city council;~~
- ~~10. To make an annual report to the mayor and city council on behalf of the arts council covering its respective activities for the past year and the recommended scope of activities for the forthcoming year;~~
- ~~11. The arts council shall prepare guidelines and procedures for approval by the city council.~~

3.55.020030 Membership — Term.

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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. Number. The Mercer Island arts council shall consist of nine members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

~~A. The Mercer Island arts council shall consist of 11 members who shall be appointed by the mayor and confirmed by the city council.~~

~~B. —~~

~~1. The term of membership shall be four years and shall expire on May 31 of the last year of the term. 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, 5 and 6; Positions 7 and 8; Positions 9, 10 and 11.~~

~~2. Any appointment to a position vacated other than by the expiration of the term shall be to fill only the unexpired portion of the term.~~

~~3. The initial positions for each member shall be determined by the mayor upon appointment and all members shall serve at the pleasure of the mayor.~~

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).

~~3.55.050 Staff support.~~

~~The city manager shall provide staff 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, budgets, guidelines and procedures, correspondence, gathering and presentation of information related to arts programs, and the implementation of arts programs approved by the arts council.~~

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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the City's diverse community.

B. Members.

1. Number. The parks & recreation commission shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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
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, Council asked staff to research the creation and administration of a 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. Alternate. One (1) alternate member shall be appointed to serve in the absence of regular members. Alternates shall be selected using the same qualifications as described previously herein. Alternate members shall serve a term of 4 years.

4. Representation. An intent of the appointment process shall be to evenly represent the areas of interest as stated above, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. Number. The design commission shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.
- 3.46.050 Instruction of members.
- 3.46.060 Comprehensive plan – Responsibilities.

3.46.010 Established.

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

3.46.020 Purpose – Function and jurisdiction.

A. The planning commission shall act as a research agency of the city and shall serve in an advisory capacity to the city council. The planning commission may hold public hearings and shall make such studies, surveys, analyses and reports as have been or may be requested by the city council and shall make recommendations from time to time as to the best methods of conservation, utilization and development of the resources of the city and of the region and the physical development of the city.

B. The planning commission shall perform the functions and exercise the authority provided by chapter 35A.63 RCW, as now or as hereafter amended, and shall have such other duties and powers as heretofore have been or hereafter may be conferred upon the commission by city ordinances or as directed by the city council, the performance of such duties and exercise of

such authority to be subject to each and all of the limitations expressed in such legislative enactment or direction.

C. Upon authorization by the city council, the planning commission may participate in national, regional, state, local or other cooperative planning activities, all as authorized by chapter 35A.63 RCW, or other state law, as now enacted or as hereafter amended, subject to any limitations imposed by the city council upon the participation by the planning commission in such activities.

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.

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

B. Members.

1. **Number.** The planning commission shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

3.46.050 Instruction of members.

All members now serving on the planning commission, and each new member as soon as practicable after his or her appointment, shall take a course of instruction consisting of lectures, seminars or other presentations designed to afford an understanding of:

- A. The general principles of land use planning as applied to the city, its environs and the region;
- B. The nature and elements of the comprehensive plan for the city;
- C. The duties, responsibilities, scope of authority and limitations on discretion of the planning commission, with emphasis on constitutional and other legal aspects thereof;
- D. The appropriate standards to be applied in arriving at findings of fact and formulating recommendations.

3.46.060 Comprehensive plan – Responsibilities.

The planning commission is charged with the responsibility of continuous observation of the development of the city in relation to the comprehensive plan. Where development or the absence of development indicates a condition or problem, or a new element or expansion, which was unforeseen and not anticipated by the plan, the commission shall study the subject; and if the commission determines that an amendment, refinement or clarification of the plan may be advisable, a public hearing shall be held, with notice of the time, place and subject posted and published in the manner provided for notice of hearing on applications for the reclassification of property. Following the hearing, the commission may, at a regular meeting, recommend an amendment of the plan to the city council.

**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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. **Number.** The utility board shall consist of seven members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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 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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the city's diverse community.

B. Members.

1. **Number.** The Mercer Island arts council shall consist of nine members.

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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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.

3.46.040 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.

3.55.050 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 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, as well as provide a geographic balance among the members. Appointed members shall represent the public interest and not specific interest groups and reflect the City's diverse community.

B. Members.

1. **Number.** The parks & recreation commission shall consist of seven members.
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 appointed by the mayor and deputy mayor subject to confirmation by the city council. Members shall be appointed and confirmed without respect to political affiliations and 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: _____

Advisory Boards and Commissions Membership Matrix

Board or Commission	Qualifications	Members	Residency	Term	Term Limits	Dept Liaison	Council Liaison
Design Commission	<p>Specialists: one member from each of the following specialties: architecture, landscape architecture, urban planning, and civil engineering.</p> <p>Lay Members: at least two lay members</p> <p>Alternate: one alternate member</p>	7	Preferred, but not required. Five members must be residents. Nonresident member must own property or a business within the TC, PBZ or CO	4 yrs	2 terms	DSG	N
Planning Commission	Interest in environmental affairs, planning, land use, property development, and/or economic development	7	Required	4 yrs	2 terms	DSG	N
Utility Board	Interest in utilities, finance, and/or knowledge of municipal processes	7	Required	4 yrs	2 terms	PW	Y
Arts Council	Interest in the performing, visual, literary and other arts, culture, and heritage programs, projects, and/or events	9	Required	4 yrs	2 terms	P&R	Y
Parks & Recreation Commission	Interest in park planning, recreation, athletics, urban forestry, environmental stewardship, and library programs	7	Required	4 yrs	2 terms	P&R	Y

Items in red are new or amended



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.

Appointments to boards and commissions are made by the Mayor and Deputy Mayor subject to confirmation by the City Council. Generally, terms run June 1 through May 31, for a four-year period.

Applicant Requirements

Candidates must be current residents of Mercer Island, unless otherwise specified (Planning Commission and 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 confirmation by the City Council.
- 8 At the next City Council meeting, the City Council confirms 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 |

Name	_____	Home Phone	_____
Address	_____	Cell Phone	_____
	_____	Work Phone	_____
Email	_____		

(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.

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



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

**AB 5515
December 18, 2018
Regular Business**

THIRD QUARTER 2018 FINANCIAL STATUS REPORT & BUDGET ADJUSTMENTS	Action: Receive report.	<input checked="" type="checkbox"/> Discussion Only <input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution
--	-----------------------------------	---

DEPARTMENT OF	Finance (Chip Corder)
COUNCIL LIAISON	n/a
EXHIBITS	1. Third Quarter 2018 Financial Status Report 2. Ordinance No. 18-20 (Amending 2017-2018 Budget)
2018-2019 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$ 2,439,187
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ 2,439,187

SUMMARY

The Third Quarter 2018 Financial Status Report, which focuses on the General Fund and real estate excise tax (REET), is attached as Exhibit 1. An ordinance amending the 2017-2018 Budget is attached as Exhibit 2.

RECOMMENDATION

Finance Director

- MOVE TO:
1. Suspend the City Council Rules of Procedure 6.3, requiring a second reading of an ordinance.
 2. Adopt Ordinance No. 18-20, amending the 2017-2018 Budget.

City of Mercer Island
FINANCIAL STATUS REPORT
Third Quarter 2018

FOREWORD

The Financial Status Report provides a summary budget to actual comparison of revenues and expenditures for the General Fund (four times a year) and all other funds (twice a year) through the end of the most recently completed fiscal quarter. Revenue and expenditure comparisons are also made to the same period in the prior year. In addition, a comprehensive progress update on the City's Capital Improvement Program (CIP) is included twice a year in the second and fourth quarter reports. A separate fund balance analysis for every fund is included annually in the fourth quarter report as well. Finally, if needed, budget adjustments are identified in a separate section of this report, along with a budget amending ordinance.

This report is comprised of the following three sections:

- General Fund
- Real Estate Excise Tax
- Budget Adjustments

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

GENERAL FUND

Revenues

The total revenue target through the third quarter of the year is only 68 percent of budget, because property tax, which accounts for 41 percent of budgeted revenues in 2018, is distributed to cities mostly in the second and fourth quarters of the year. Comparing total actual to total budgeted revenues (which excludes Beginning Fund Balance and Transfer from Other Funds) through the third quarter of the year, **the General Fund is 68.1 percent of budget in 2018 compared to 68.9 percent of budget in 2017**, as shown in the table below.

GENERAL FUND: Revenues
As of September 30, 2017 and 2018

Revenue Category	Actuals			Budget		% of Budget	
	9/30/17	9/30/18	% Chg	2017	2018	2017	2018
Property Tax	6,775,206	6,910,220	2.0%	11,873,878	12,159,785	57.1%	56.8%
General Sales Tax	3,093,844	3,351,622	8.3%	4,521,000	4,580,000	68.4%	73.2%
Utility Taxes	3,264,587	3,181,656	-2.5%	4,164,200	4,216,700	78.4%	75.5%
Licenses, Permits & Zoning Fees	3,037,360	2,312,557	-23.9%	3,491,500	3,381,500	87.0%	68.4%
Recreation Program Fees	1,236,359	1,325,874	7.2%	1,630,318	1,668,815	75.8%	79.5%
EMS Levy & Charges for Service	952,637	999,084	4.9%	1,331,577	1,323,578	71.5%	75.5%
Criminal Justice Sales Tax	490,557	543,077	10.7%	662,000	695,000	74.1%	78.1%
Intergovernmental Revenues	372,366	386,167	3.7%	586,539	594,799	63.5%	64.9%
Utility Overhead Charges	339,129	348,079	2.6%	452,172	464,106	75.0%	75.0%
Court Fines	316,157	245,532	-22.3%	415,000	415,000	76.2%	59.2%
CIP Administration	201,686	208,640	3.4%	268,915	278,185	75.0%	75.0%
Misc General Government	307,165	614,202	100.0%	224,700	224,700	136.7%	273.3%
Investment Interest	13,595	23,313	71.5%	6,000	6,000	226.6%	388.6%
Total Revenues	20,400,648	20,450,023	0.2%	29,627,799	30,008,168	68.9%	68.1%
Beginning Fund Balance	1,121,610	1,853,761	65.3%	1,121,610	1,853,761	100.0%	100.0%
Transfer from Other Funds	2,021,678	-	-100.0%	2,021,677	-	100.0%	N/A
Total Resources	23,543,936	22,303,784	-5.3%	32,771,086	31,861,929	71.8%	70.0%

Comparing 2018 to 2017, total actual revenues are up only \$49,375, or 0.2 percent, through the third quarter of the year due to the following revenue decreases, which mostly offset all other revenue increases:

- \$724,803, or 23.9 percent, decrease in licenses, permits, and zoning fees;
- \$82,931, or 2.5 percent, decrease in utility taxes; and
- \$70,625, or 22.3 percent, decrease in court fines.

A more in-depth analysis is provided for the following revenues:

- **Property tax, which accounts for 41 percent of total budgeted revenues in 2018, is 56.8 percent of budget in 2018 compared to 57.1 percent of budget in 2017.** This is

normal reflecting King County’s practice of distributing property taxes to cities primarily in April/May and October/November, with the distributions in the first half of the year being more than the second half of the year. Relative to 2017, actual revenue is up \$135,014, or 2.0 percent, in 2018 due to the following: 1) the 1.0 percent optional increase in the 2018 levy; and 2) “new construction” additions to the 2018 levy.

- **General sales tax, which accounts for 15 percent of total budgeted revenues in 2018, is 73.2 percent of budget in 2018 compared to 68.4 percent of budget in 2017.** Relative to 2017, actual revenue is up \$257,778, or 8.3 percent, in 2018. The following table compares sales tax revenue, which is broken down by business sector, through the third quarter of the year for 2016-2018.

2016-2018 Sales Tax Revenue

Business Sector	Revenue (Jan-Sep)			% Change		% of Total		
	2016	2017	2018	2017	2018	2016	2017	2018
Construction	1,891,808	1,401,749	1,371,923	-25.9%	-2.1%	52.9%	45.3%	40.9%
Retail & Wholesale Trade	772,389	799,690	910,240	3.5%	13.8%	21.6%	25.8%	27.2%
Admin & Support Services	147,844	157,430	244,552	6.5%	55.3%	4.1%	5.1%	7.3%
Food Services	167,507	172,071	167,065	2.7%	-2.9%	4.7%	5.6%	5.0%
Telecommunications	100,037	112,021	116,612	12.0%	4.1%	2.8%	3.6%	3.5%
Prof, Scientific & Tech Services	90,504	91,123	96,905	0.7%	6.3%	2.5%	2.9%	2.9%
Finance, Insurance & Real Estate	107,664	91,682	91,128	-14.8%	-0.6%	3.0%	3.0%	2.7%
All Other Sectors	298,725	268,078	353,197	-10.3%	31.8%	8.4%	8.7%	10.5%
Total	3,576,478	3,093,844	3,351,622	-13.5%	8.3%	100.0%	100.0%	100.0%

The overall increase of 8.3 percent is primarily driven by the net effect of the following:

- \$110,550, or 13.8 percent, increase in “retail & wholesale trade;”
- \$87,122, or 55.3 percent, increase in “administration & support services;”
- \$85,119, or 31.8 percent, increase in “all other sectors;” and
- \$29,826, or 2.1 percent, decrease in “construction.”

The 13.8 percent and 55.3 percent increases in “retail & wholesale trade” and “administration & support services,” respectively, are mostly related to internet sales. The 31.8 percent increase in “all other sectors” primarily relates to “non-classified businesses.” The 2.1 percent decrease in “construction” is due to sales tax receipts through May 2018, which lagged the same period in 2017. However, since June 2018, monthly “construction” sales tax receipts have exceeded the prior year’s monthly receipts. Taken together, the “construction” and “retail & wholesale trade” sectors comprise two-thirds of the City’s total general sales tax receipts.

- **Utility taxes, which account for 14 percent of total budgeted revenues in 2018, are 75.5 percent of budget in 2018 compared to 78.4 percent of budget in 2017.** The table below compares utility tax revenues, which are broken down by type of utility, through the third quarter of the year for 2016-2018.

2016-2018 Utility Tax Revenue

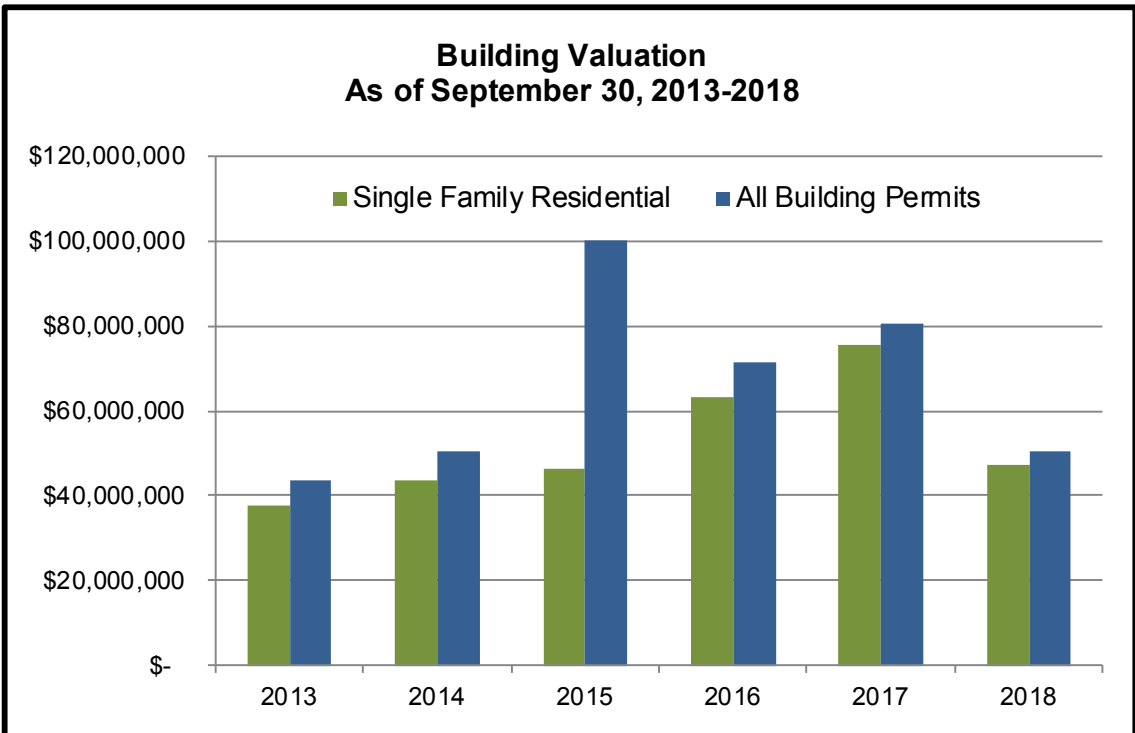
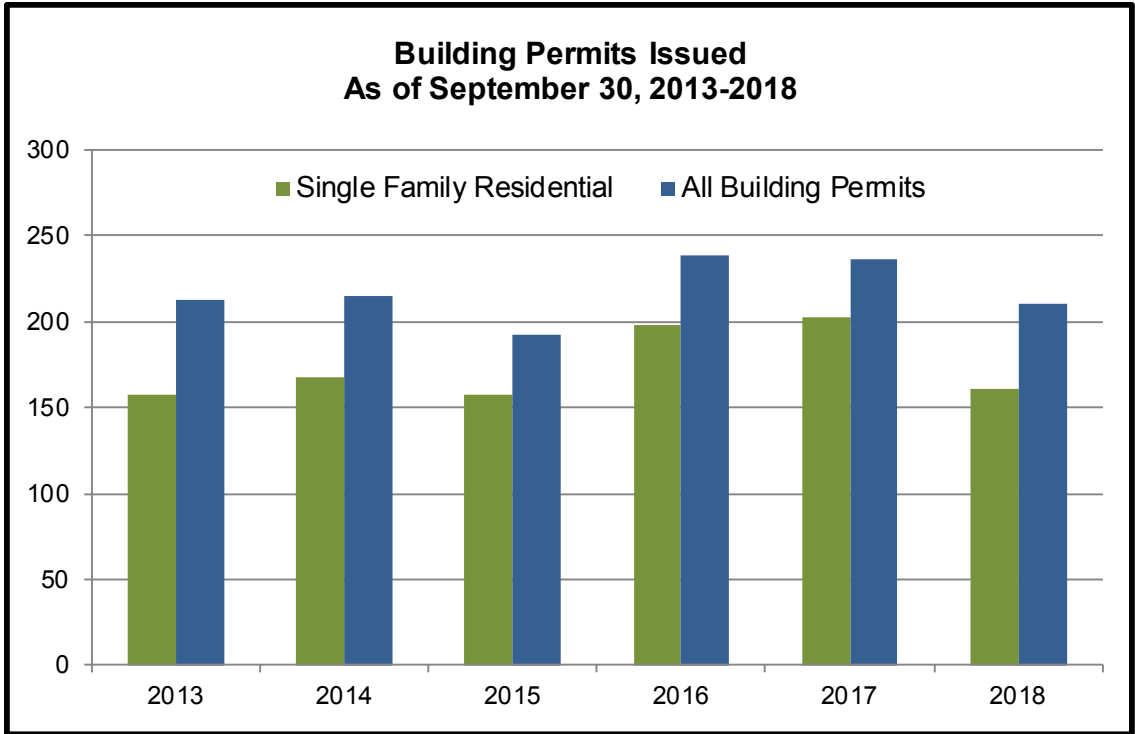
Utility Tax	Revenue (Jan-Sep)			% Change		% of Total	
	2016	2017	2018	2017	2018	2017	2018
Electric/Gas	1,162,534	1,296,156	1,217,111	11.5%	-6.1%	39.7%	38.3%
Water, Sewer & Stormwater	727,229	773,692	850,394	6.4%	9.9%	23.7%	26.7%
Cable TV	525,812	536,670	494,702	2.1%	-7.8%	16.4%	15.5%
Cellular	321,160	293,700	257,159	-8.6%	-12.4%	9.0%	8.1%
Garbage	203,190	217,363	218,843	7.0%	0.7%	6.7%	6.9%
Long Distance	84,160	87,366	89,179	3.8%	2.1%	2.7%	2.8%
Telephone	63,450	59,642	54,268	-6.0%	-9.0%	1.8%	1.7%
Total	3,087,536	3,264,587	3,181,656	5.7%	-2.5%	100.0%	100.0%

Relative to 2017, actual revenues are down \$82,931, or 2.5 percent, in 2018 primarily due to the net effect of the following:

- \$76,702, or 9.9 percent, increase in water, sewer, and stormwater utility taxes, which are driven by 2018 utility rate increases and higher water consumption in the summer;
 - \$79,045, or 6.1 percent, decrease in electric/gas utility tax, reflecting more typical winter temperatures in 2018 versus 2017, which was the coldest winter in 32 years;
 - \$41,968, or 7.8 percent, decrease in cable TV utility tax, reflecting the growth in online streaming services as households opt to “cut the cable;” and
 - \$36,541, or 12.4 percent, decrease in cellular utility tax, reflecting the ongoing downward trend that began in 2009 due to a highly competitive business environment, the popularity of texting over talking, and the exclusion of data plans from utility taxes.
- **Licenses, permits, and zoning fees, which account for 11 percent of total budgeted revenues in 2018, are 68.4 percent of budget in 2018 compared to 87.0 percent of budget in 2017.** This revenue category consists of all fees related to development, business licenses, and a cable franchise. Relative to 2017, actual revenues are down \$724,803, or 23.9 percent, in 2018. As measured by the number of building permits issued and total building valuation, development activity through the third quarter of 2018 is compared to the prior year in percentage change terms for single family residential permits and all building permit types in the table below.

Building Permit Type	% Change: 9/30/18 vs. 9/30/17	
	# of Building Permits Issued	Total Building Valuation (\$)
Single family residential	-20.7%	-37.4%
All building permit types	-11.0%	-37.2%

The following two graphs show the total number of building permits issued and the total building valuation for single family residential versus all building permit types through the third quarter of the year for 2013-2018.



Finally, cable franchise fees are down 8.1 percent in 2018 compared to the prior year (\$352,126 in 2018 vs. \$383,336 in 2017), reflecting the growth of online streaming services over cable.

- **Intergovernmental revenues, which account for 2 percent of total budgeted revenues in 2018, are 64.9 percent of budget in 2018 compared to 63.5 percent of budget in 2017.** This is typical for this revenue category at this point in the year. The major revenue sources include the liquor excise tax and liquor profits that are shared by the state, vessel registration fees that are received from the state through King County, and contract revenue for marine patrol services provided to the City of Renton. The vessel registration fees and the marine patrol contract revenue, which comprise about one quarter of what is budgeted in this category, will not be received, or otherwise recognized, until December 31, 2018. Relative to 2017, actual revenue is up \$13,801, or 3.7 percent, in 2018 primarily due to the new marijuana excise tax, which was first distributed to the City in the third quarter of 2017.
- **Court fines, which account for 1 percent of total budgeted revenues in 2018, are only 59.2 percent of budget in 2018 compared to 76.2 percent of budget in 2017.** Relative to 2017, actual revenues are down \$70,625, or 22.3 percent, in 2018 due to a 21.3 percent drop in total court filings through the third quarter of 2018.
- **Miscellaneous general government fees, which account for less than 1 percent of total budgeted revenues, are 273.3 percent of budget in 2018 compared to 136.7 percent of budget in 2017.** Relative to 2017, actual revenue is up \$307,037, or 100.0 percent, in 2018 primarily due to the following payments from the Washington State Department of Labor and Industries: 1) employee disability reimbursements of \$106,027; and 2) refund of overpayments related to Police and Fire amounting to \$222,315.

All other revenues are either within expected norms through the third quarter of the year or too insignificant to highlight.

Expenditures

Comparing total actual to total budgeted expenditures (which excludes Transfer of Prior Year's Surplus) through the third quarter of the year, **the General Fund is 74.3 percent of budget in 2018 compared to 76.2 percent of budget in 2017.** The following two tables compare budgeted to actual expenditures, first by category and then by department, as of September 30, 2017 and 2018.

GENERAL FUND: Expenditures by Category As of September 30, 2017 and 2018

Expenditure Category	Actuals			Budget		% of Budget	
	9/30/17	9/30/18	% Chg	2017	2018	2017	2018
Salaries	12,083,005	12,488,454	3.4%	15,542,163	16,197,672	77.7%	77.1%
Benefits	4,288,341	4,612,966	7.6%	5,728,584	6,052,368	74.9%	76.2%
Contractual Services	2,899,984	1,283,572	-55.7%	3,762,939	2,207,141	77.1%	58.2%
Equipment Rental	1,078,317	1,065,105	-1.2%	1,429,185	1,446,954	75.4%	73.6%
Intergovernmental Services	842,391	883,143	4.8%	1,111,598	1,203,380	75.8%	73.4%
Supplies	554,430	502,450	-9.4%	805,331	786,505	68.8%	63.9%
Utilities	433,204	459,088	6.0%	625,404	630,483	69.3%	72.8%
Insurance	593,918	623,968	5.1%	601,150	629,827	98.8%	99.1%
Other Services & Charges	226,777	297,374	31.1%	430,096	427,613	52.7%	69.5%
Phone, Postage & Advertising	67,947	70,082	3.1%	129,900	131,894	52.3%	53.1%
Jail	40,169	51,940	29.3%	90,850	90,850	44.2%	57.2%
Capital	-	-	N/A	-	-	N/A	N/A
Interfund Transfers:							
Transfer to YFS Fund	444,623	300,000	-32.5%	592,831	658,186	75.0%	45.6%
Transfer to Tech & Equip Fund	256,500	256,500	0.0%	342,000	342,000	75.0%	75.0%
Transfer to Water Fund	105,551	114,566	8.5%	139,000	147,000	75.9%	77.9%
Transfer to Computer Equip Fund	-	102,526	N/A	-	102,526	N/A	100.0%
Transfer to Non-Voted Bond Fund	8,499	7,820	-8.0%	96,999	94,759	8.8%	8.3%
Transfer to Capital Improv't Fund	-	85,700	N/A	-	85,700	N/A	100.0%
Transfer to Equip Rental Fund	22,890	21,000	-8.3%	21,000	21,000	109.0%	100.0%
Transfer to Street Fund	50,000	-	-100.0%	50,000	-	100.0%	N/A
Total Expenditures	23,996,546	23,226,254	-3.2%	31,499,030	31,255,858	76.2%	74.3%
Transfer of Prior Year's Surplus	-	358,268	N/A	-	358,268	N/A	100.0%
Total Expenditures + PY Transfer	23,996,546	23,584,522	-1.7%	31,499,030	31,614,126	76.2%	74.6%

**GENERAL FUND: Expenditures by Department
As of September 30, 2017 and 2018**

Department	Actuals			Budget		% of Budget	
	9/30/17	9/30/18	% Chg	2017	2018	2017	2018
Police	5,348,826	5,358,766	0.2%	6,813,991	7,049,541	78.5%	76.0%
Fire	4,767,246	4,942,465	3.7%	6,274,009	6,443,305	76.0%	76.7%
Parks & Recreation	3,740,587	3,923,522	4.9%	5,026,281	5,169,047	74.4%	75.9%
Development Services	2,394,905	2,505,653	4.6%	3,314,799	3,592,751	72.2%	69.7%
Non-Departmental	2,054,552	2,280,216	11.0%	2,766,559	3,231,026	74.3%	70.6%
City Manager's Office	2,410,999	819,975	-66.0%	2,744,613	1,072,591	87.8%	76.4%
Public Works	1,122,480	1,213,494	8.1%	1,688,120	1,732,547	66.5%	70.0%
Finance	641,401	673,256	5.0%	896,465	923,544	71.5%	72.9%
City Attorney's Office	553,879	567,033	2.4%	716,837	743,275	77.3%	76.3%
Human Resources	475,298	475,445	0.0%	592,098	609,219	80.3%	78.0%
Municipal Court	343,127	324,520	-5.4%	479,586	494,611	71.5%	65.6%
Information & Geographic Services	101,619	99,666	-1.9%	125,918	129,571	80.7%	76.9%
City Council	41,627	42,241	1.5%	59,755	64,831	69.7%	65.2%
Total Expenditures	23,996,546	23,226,254	-3.2%	31,499,030	31,255,858	76.2%	74.3%
Transfer of Prior Year's Surplus	-	358,268	N/A	-	358,268	N/A	100.0%
Total Expenditures + PY Transfer	23,996,546	23,584,522	-1.7%	31,499,030	31,614,126	76.2%	74.6%

In reviewing **expenditures by category**, the following are noteworthy:

- Salaries, which account for 52 percent of total budgeted expenditures in 2018, are 77.1 percent of budget in 2018 compared to 77.7 percent of budget in 2017.** The modest overage in 2018 versus the 75 percent budget threshold is due to the following: 1) 20 bi-weekly payrolls through September 30, 2018, which equate to 76.9 percent of the City's 26 bi-weekly payroll periods; and 2) higher than expected overtime costs in the Police and Fire Departments. Relative to 2017, actual expenditures are up \$405,449, or 3.4 percent, in 2018 due to the net effect of the following: 1) cost of living allowances for all employees; 2) step increases for represented employees; 3) higher than expected overtime in the Police and Fire Departments; and 4) position vacancies, which result in budget savings.
- Benefits, which account for 19 percent of total budgeted expenditures in 2018, are 76.2 percent of budget in 2018 compared to 74.9 percent of budget in 2017.** The modest overage in 2018 versus the 75 percent budget threshold is primarily due to the 20 bi-weekly payrolls through September 30, 2018, which was noted above under "salaries." Relative to 2017, actual expenditures are up \$324,625, or 7.6 percent, in 2018 due to medical insurance premium increases and the front-loaded VEBA contributions to Commissioned Police, Police Support, AFSCME and non-represented employees. These employer contributions accompanied a change to less costly medical plans beginning in 2018.
- Contractual services, which account for 7 percent of total budgeted expenditures in 2018, are 58.2 percent of budget in 2018 compared to 77.1 percent of budget in 2017.** This expenditure category includes outside legal counsel, software support,

development and engineering support, recreation instructors, repairs and maintenance, and other professional services. The significant underage in 2018 versus the 75 percent budget threshold is mostly due to the following: 1) the state audit did not commence until November; 2) the EMS rate study will be carried over to 2019; and 3) the critical areas and shoreline master program updates will be carried over to 2019. Relative to 2017, actual expenditures are down \$1,616,412, or 55.7 percent, in 2018 due to \$1.66 million in I-90/light rail litigation and other related costs, which were incurred last year through September 30, 2017.

- **Insurance, which accounts for 2 percent of total budgeted expenditures in 2018, is 99.1 percent of budget in 2018 compared to 98.8 percent of budget in 2017.** The City pays its annual insurance assessment to the Washington Cities Insurance Authority (WCIA) in the first quarter of the year. Relative to 2017, the cost is up \$30,050, or 5.1 percent, in 2018 primarily based on the City's claims experience and the total number of worker hours over the past five years.
- **Other services and charges, which account for 1 percent of total budgeted expenditures in 2018, are 69.5 percent of budget in 2018 compared to 52.7 percent of budget in 2017.** Relative to 2017, actual expenditures are up \$70,597, or 31.1 percent, in 2018 due to King County's late invoice for 2017 voter registration costs (\$85,048), which was not received until the second half of February 2018. Typically, this bill would have been received in January and accrued back to the prior year. As a result, the City will have to pay for 2017 and 2018 voter registration costs in 2018.
- **Transfer of prior year's surplus** represents that portion of the General Fund's expenditure savings from the prior year that has been approved by the Council to be distributed to other funds for various purposes in the current year. In 2017, the total available General Fund surplus was \$358,268, which was appropriated by the Council on June 5, 2018 to fund: 1) additional soil remediation costs (\$141,468) in the Equipment Rental Fund; and 2) additional Groveland Beach Repair and Shoreline Improvement project costs (\$216,800) in the Capital Improvement Fund.

All other expenditures are either within expected norms through the third quarter of the year or too insignificant to highlight.

REAL ESTATE EXCISE TAX

Real estate excise tax (REET) is the 0.5 percent tax paid by the seller in property transactions, and its use is restricted by state law for specific capital purposes. REET 1 (the 1st quarter of 1.0 percent of the sales price) may be used for streets, parks, facilities, or utilities. REET 2 (the 2nd quarter of 1.0 percent of the sales price) may be used for the same capital purposes as REET 1, except for facilities, which are specifically prohibited. Neither REET 1 nor REET 2 may be used for equipment or technology.

Through the third quarter of the year, REET is 90.8 percent of budget in 2018 compared to 100.8 percent of budget in 2017, as shown in the table below.

REET Revenue: Actual vs. Budget As of September 30, 2017 and 2018

Actual			Budget		% of Budget	
9/30/17	9/30/18	% Change	2017	2018	2017	2018
\$3,190,329	\$2,981,344	-6.6%	\$3,165,000	\$3,284,000	100.8%	90.8%

Relative to 2017, actual revenue is down \$208,985, or 6.6 percent, in 2018, because there was a major commercial property sale (Island Corporate Center) in July 2017, which generated \$202,950 in REET, and the number of sales in 2018 is down 8.5 percent compared to last year, as noted in the following table. Partially counteracting the decline in property sales is the average sales price, which is up 11.7 percent in 2018. The average sales price is \$1.60 million as of September 30, 2018.

Property Sale Statistics As of September 30, 2017 and 2018

Number of Sales			Average Sales Price		
9/30/17	9/30/18	% Change	9/30/17	9/30/18	% Change
388	355	-8.5%	\$1,440,707	\$1,599,977	11.1%

In the table below, REET is broken down according to property sales (i.e., ≤\$5.0 million and >\$5.0 million) for the period 2008-2017. In addition, the average property sales price and the number of sales are identified for those properties that sold for \$5.0 million or less.

2008-2017 REET Revenue (Dollars in Thousands)
Property Sales ≤\$5.0M and >\$5.0M

Property Sale Breakdown	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	Avg
Property Sales ≤\$5.0M:											
Average Sales Price	\$1,237	\$854	\$994	\$916	\$899	\$1,046	\$1,119	\$1,182	\$1,318	\$1,483	\$1,105
% Change in Avg Sales Price	15.4%	-30.9%	16.3%	-7.8%	-1.9%	16.4%	7.0%	5.6%	11.5%	12.5%	4.4%
Number of Property Sales	260	267	318	367	418	492	493	499	454	490	406
REET Revenue	1,592	1,129	1,565	1,665	1,860	2,548	2,742	2,919	2,955	3,597	2,257
Property Sales >\$5.0M:											
Number of Property Sales	5	3	3	5	6	2	9	10	7	14	6
REET Revenue	755	129	642	162	300	57	527	350	746	2,093	576
Total REET Revenue	\$2,347	\$1,258	\$2,207	\$1,827	\$2,160	\$2,605	\$3,269	\$3,269	\$3,701	\$5,690	\$2,833

Based on actual receipts through October 2018, REET is forecasted to end the year \$408,000 above budget (see table below). This additional REET revenue has been programmed into the 2019-2024 Capital Improvement Program, which was adopted by the Council on December 4, 2018.

2018 REET Revenue Forecast

Property Sale Breakdown	2018	
	Budget	Forecast
Property Sales ≤\$5.0M:		
Average Sales Price	\$1,384,000	\$1,557,000
Number of Property Sales	450	440
REET Revenue	\$3,084,000	\$3,392,000
Property Sales >\$5.0M:		
REET Revenue	\$200,000	\$300,000
Total REET Revenue	\$3,284,000	\$3,692,000

BUDGET ADJUSTMENTS

In the interest of administrative ease, a budget amending ordinance is prepared and submitted to the Council quarterly, if needed, along with the Financial Status Report. Budget adjustments are divided into three groups: 1) those previously approved by the Council but not formally adopted via a budget amending ordinance; 2) new requests; and 3) carryover requests. New requests typically encompass financial housekeeping items, minor requests, and unanticipated expenditures that the City had to incur and was unable to absorb within the authorized budget. Carryover requests of unspent budget from the prior year to the current year are typically included only in the fourth quarter financial status report for the second year of the biennium. Council approval is required when unspent budget is being moved from the prior biennium to the current biennium, not when unspent budget is being moved within the biennium and within the same fund.

New requests not approved or formally adopted by the Council are summarized in the table below.

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
General	Non-Departmental	Transfer \$300,000 revenue stabilization reserve to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$300,000	Unappropriated fund balance
		Transfer portion of compensated absences reserve to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$284,566	Unappropriated fund balance
Youth Services Endowment	Non-Departmental	Transfer available fund balance to YFS Fund	2018	\$33,000	Unappropriated fund balance
Transportation Benefit District	Non-Departmental	Close fund, transferring fund balance to Street Fund	2018	\$100,000	Unappropriated fund balance
Beautification	Non-Departmental	Transfer \$100,000 to Town Center Parking Facilities Fund for phase II of environmental assessment and other costs related to Tully's site	2018	\$100,000	Unappropriated fund balance
		Transfer \$205,741 of fund balance to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$205,741	Unappropriated fund balance
		Close fund, transferring remaining fund balance to General Fund	2018	\$1,050,000	Unappropriated fund balance
Town Center Parking Facilities	City Manager's Office	Move \$18,000 budgeted in Street Fund for phase I of environmental assessment of Tully's site to Town Center Parking Facilities Fund	2018	\$18,000	Interfund transfer from Street Fund
		Move \$47,880 budgeted in Beautification Fund for work by Stowe Development & Strategies related to public parking at Tully's site and Freshy's site to Town Center Parking Facilities Fund	2018	\$47,880	Interfund transfer from Beautification Fund

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
Town Center Parking Facilities	City Manager's Office	Phase II of environmental assessment and other costs related to Tully's site	2018	\$100,000	Interfund transfer from Beautification Fund
Water	Public Works	Increase budgeted water purchases to reflect higher than expected water consumption during the summer months (funded by water utility rates)	2018	\$200,000	Water utility rates

A budget amending ordinance is attached as Exhibit 2. Two summary listings of the originally adopted 2017-2018 Budget (expenditures only), broken down by year, and all subsequent amendments, including Exhibit 2, are presented below.

**2017 Budget Adjustment Summary
Expenditures by Fund**

Fund Type / Fund Name	Original 2017 Budget	2017 Budget Adjustments				Amended 2017 Budget
		Q4 2016 FSR, 5/1/2017	Q2 2017 FSR, 9/5/2017	Q3 2017 FSR, 11/21/2017	Q4 2017 FSR, 6/5/2018	
General Purpose Funds:						
General	29,436,000	1,316,396	746,634	1,479,701		32,978,731
Self-Insurance	10,000					10,000
Youth Services Endowment	500					500
Special Revenue Funds:						
Street*	2,728,368	778,146	397,343	236,953		4,140,810
Transportation Benefit District	350,000					350,000
Criminal Justice	599,441	501,173				1,100,614
Beautification	966,829	229,930				1,196,759
Contingency	-		700,000			700,000
1% for the Arts	15,000	24,914				39,914
Youth & Family Services	2,748,719	6,000	8,100			2,762,819
Debt Service Funds:						
Bond Redemption (Voted)	-					-
Bond Redemption (Non-Voted)	1,011,099					1,011,099
Capital Projects Funds:						
Capital Improvement*	4,706,243	1,115,172	110,260	80,000		6,011,675
Technology & Equipment*	731,000	129,136				860,136
Fire Station 92 Construction*	-	366,195				366,195
Capital Reserve*	-					-
Enterprise Funds:						
Water*	7,317,818	702,295		200,000		8,220,113
Sewer*	9,271,431	431,750		6,395,602	255,000	16,353,783
Storm Water*	2,574,312	400,854		48,553	350,000	3,373,719
Internal Service Funds:						
Equipment Rental*	1,658,766	198,002				1,856,768
Computer Equipment*	975,926					975,926
Trust Funds:						
Firemen's Pension	97,000					97,000
Total	65,198,452	6,199,963	1,962,337	8,440,809	605,000	82,406,561

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

**2018 Budget Adjustment Summary
Expenditures by Fund**

Fund Type / Fund Name	Original 2018 Budget	2018 Budget Adjustments						Amended 2018 Budget
		Q4 2016 FSR, 5/1/2017	Q2 2017 FSR, 9/5/2017	Q3 2017 FSR, 11/21/2017	Q4 2017 FSR, 6/5/2018	Q2 2018 FSR, 9/17/2018	Q3 2018 FSR, 12/18/2018	
General Purpose Funds:								
General	29,413,162	1,479,003		124,000	367,468	17,000	584,566	31,985,199
Self-Insurance	10,000							10,000
Youth Services Endowment	500						33,000	33,500
Special Revenue Funds:								
Street*	3,455,837				771,165	1,262,840		5,489,842
Transportation Benefit District	350,000						100,000	450,000
Criminal Justice	622,722	(622,722)						-
Beautification	939,900				109,740		1,355,741	2,405,381
Contingency	-							-
1% for the Arts	15,000				31,500			46,500
Youth & Family Services	2,444,250	343,886	58,780		59,773	50,500		2,957,189
Debt Service Funds:								
Bond Redemption (Voted)	-							-
Bond Redemption (Non-Voted)	847,159							847,159
Capital Projects Funds:								
Town Center Parking Facilities*	-					2,225,750	165,880	2,391,630
Capital Improvement*	3,459,461			80,000	372,500	2,365,680		6,277,641
Technology & Equipment*	732,000				32,000	11,700		775,700
Fire Station 92 Construction*	-							-
Capital Reserve*	-							-
Enterprise Funds:								
Water*	7,246,078						200,000	7,446,078
Sewer*	9,079,675					170,300		9,249,975
Storm Water*	1,934,956				50,000			1,984,956
Internal Service Funds:								
Equipment Rental*	2,139,515				282,935			2,422,450
Computer Equipment*	1,063,193							1,063,193
Trust Funds:								
Firemen's Pension	103,000							103,000
Total	63,856,408	1,200,167	58,780	204,000	2,077,081	6,103,770	2,439,187	75,939,393

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

**CITY OF MERCER ISLAND
ORDINANCE NO. 18-20**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
INCORPORATING CERTAIN BUDGET REVISIONS TO THE 2017-2018
BIENNIAL BUDGET AND AMENDING ORDINANCE NOS. 16-17, 17-13, 17-22,
17-26, 18-03 AND 18-11.**

WHEREAS, the City Council adopted the 2017-2018 Budget by Ordinance No. 16-17 on December 5, 2016, representing the total for the biennium of estimated resources and expenditures for each of the separate funds of the City; and

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

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
General	Non-Departmental	Transfer \$300,000 revenue stabilization reserve to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$300,000	Unappropriated fund balance
		Transfer portion of compensated absences reserve to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$284,566	Unappropriated fund balance
Youth Services Endowment	Non-Departmental	Transfer available fund balance to YFS Fund	2018	\$33,000	Unappropriated fund balance
Transportation Benefit District	Non-Departmental	Close fund, transferring fund balance to Street Fund	2018	\$100,000	Unappropriated fund balance
Beautification	Non-Departmental	Transfer \$100,000 to Town Center Parking Facilities Fund for phase II of environmental assessment and other costs related to Tully's site	2018	\$100,000	Unappropriated fund balance
		Transfer \$205,741 of fund balance to Contingency Fund to reach 1.5 month (or 12.5%) target level	2018	\$205,741	Unappropriated fund balance
		Close fund, transferring remaining fund balance to General Fund	2018	\$1,050,000	Unappropriated fund balance
Town Center Parking Facilities	City Manager's Office	Move \$18,000 budgeted in Street Fund for phase I of environmental assessment of Tully's site to Town Center Parking Facilities Fund	2018	\$18,000	Interfund transfer from Street Fund
		Move \$47,880 budgeted in Beautification Fund for work by Stowe Development & Strategies related to public parking at Tully's site and Freshy's site to Town Center Parking Facilities Fund	2018	\$47,880	Interfund transfer from Beautification Fund
		Phase II of environmental assessment and other costs related to Tully's site	2018	\$100,000	Interfund transfer from Beautification Fund

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
Water	Public Works	Increase budgeted water purchases to reflect higher than expected water consumption during the summer months (funded by water utility rates)	2018	\$200,000	Water utility rates

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

Section 1. Amending the 2017-2018 Budget

The 2017-2018 Budget for the City of Mercer Island, as adopted in Ordinance No. 16-17 and amended by Ordinance Nos. 17-13, 17-22, 17-26, 18-03 and 18-11, is hereby amended to incorporate increases in resources and expenditures in the following funds for the 2017-2018 biennium:

Fund No.	Fund Name	Resources	Expenditures
001	General	\$584,566	\$584,566
061	Youth Services Endowment	33,000	33,000
108	Transportation Benefit District	100,000	100,000
117	Beautification	1,355,741	1,355,741
342	Town Center Parking Facilities	165,880	165,880
402	Water	200,000	200,000
Totals		\$2,439,187	\$2,439,187

Section 2. Amending Previously Adopted Budget Ordinances

City Ordinance Nos. 16-17, 17-13, 17-22, 17-26, 18-03 and 18-11, as previously adopted and as hereby amended, are hereby ratified, confirmed, and continued in full force and effect.

Section 3. Effective Date

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON THE 18TH DAY OF DECEMBER, 2018.

CITY OF MERCER ISLAND

Debbie Bertlin, Mayor

ATTEST:

Deborah A. Estrada, City Clerk

APPROVED AS TO FORM:

Kari L. Sand, City Attorney

Date of Publication: _____