



CITY OF MERCER ISLAND CITY COUNCIL MEETING AGENDA

Tuesday
March 6, 2018
5:30 PM

Mayor Debbie Bertlin
Deputy Mayor Salim Nice
Councilmembers Tom Acker,
Bruce Bassett, Wendy Weiker,
David Wisenteiner, and Benson Wong

Contact: 206.275.7793, council@mercergov.org
www.mercergov.org/council

All meetings are held in the City Hall Council Chambers at
9611 SE 36th Street, Mercer Island, WA unless otherwise noticed

"Appearances" is the time set aside for members of the public to speak to the City Council about any issues of concern. If you wish to speak, please consider the following points:
(1) speak audibly into the podium microphone, (2) state your name and address for the record, and (3) limit your comments to three minutes.
Please note: the Council does not usually respond to comments during the meeting.

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

REGULAR MEETING

CALL TO ORDER & ROLL CALL, 5:30 PM

AGENDA APPROVAL

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 maximum 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 30 minutes.

STUDY SESSION, 6:00 PM

- (1) AB 5381 General Sewer Plan Update

SPECIAL BUSINESS, 7:00 PM

- (2) AB 5400 Women's History Month & International Women's Day Proclamation

CITY MANAGER REPORT

APPEARANCES

CONSENT CALENDAR

- (3) Payables: \$833,142.34 (2/15/18) & \$452,708.81 (2/22/18)
Payroll: \$51,148.58 (12/31/17), \$794,065.94 (1/5/18), \$886,358.27 (1/19/18), \$823,420.02 (2/2/18), & \$811,258.00 (2/16/18)
AB 5379 Police 2018-2019 Collective Bargaining Agreement
AB 5394 Open Space Conservancy Trust Board 2017 Annual Report & 2018 Work Plan
AB 5398 Public Records Act Code Amendments (2nd Reading and Adoption)

REGULAR BUSINESS

- (4) AB 5401 2019-2024 Capital Improvement Program (CIP) Budget Kick-Off
- (5) AB 5399 Review Charter for Boards & Commissions Appointment Process Ad Hoc Committee

OTHER BUSINESS

- Councilmember Absences
- Planning Schedule
- Board Appointments
- Councilmember Reports

ADJOURNMENT

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	191260 -191388	2/15/2018	\$ 833,142.34
			\$ 833,142.34

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191260	02/13/2018	ANDERSON, MARY ART SUPPLIES YFS RETREAT		OH009383	01/14/2018	63.25
00191261	02/13/2018	BARNETT, JASON MILEAGE EXPENSE		OH009389	02/12/2018	200.35
00191262	02/13/2018	CENTURYLINK PHONE USE FEBRUARY 2018		OH009384	02/01/2018	1,214.58
00191263	02/13/2018	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		OH009379	02/02/2018	1,331.00
00191264	02/13/2018	FOREMOST MEDICAL EQUIPMENT New AED's for Patrol and Marin	P0098019	74438/744341	01/18/2018	7,225.00
00191265	02/13/2018	FRIEDMAN, JONATHAN PERMIT REFUND		1707082	02/08/2018	3,244.00
00191266	02/13/2018	GET Washington PAYROLL EARLY WARRANTS		OH009380	02/02/2018	300.00
00191267	02/13/2018	HARB, SAM REPLACE WARRANT #191207		OH009388	02/12/2018	26.11
00191268	02/13/2018	HOME DEPOT CREDIT SERVICE REPLACE WARRANT #190110		OH009386	02/12/2018	92.44
00191269	02/13/2018	LEOFF HEALTH & WELFARE TRUST FIRE RETIREES FEBRUARY 2018		OH009372	02/12/2018	59,056.50
00191270	02/13/2018	LEOFF HEALTH & WELFARE TRUST POLICE RETIREES FEBRUARY 2018		OH009374	02/12/2018	61,104.60
00191271	02/13/2018	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		OH009376	02/02/2018	317.50
00191272	02/13/2018	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		OH009377	02/02/2018	82.31
00191273	02/13/2018	PUGET SOUND ENERGY ENERGY USE FEBRUARY 2018		OH009385	02/05/2018	3,503.70
00191274	02/13/2018	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		OH009378	02/02/2018	105.00
00191275	02/13/2018	VRANESH, MICHAEL OVERPAYMENT REFUND		OH009381	02/07/2018	416.77
00191276	02/15/2018	AIRGAS USA LLC Oxygen/Fire	P0098178	9071839610	01/18/2018	44.19
00191277	02/15/2018	APS EMW 5400-6000 BLK WATER MAIN S	P0096832	102086	10/31/2017	5,678.75
00191278	02/15/2018	ASTRAL COMMUNICATIONS INC Replacement Antenna	P0097941	171951	01/18/2018	240.90
00191279	02/15/2018	BARNETT, JASON REPLACE WARRANT 191261		008757	02/13/2018	147.15
00191280	02/15/2018	BERMUDEZ, RACHEL rental contract FA-0231 comple	P0098151	FA0231	02/16/2018	100.00
00191281	02/15/2018	BRAILEY CONSULTING Jan 2018 Public Engagement	P0098169	OH009392	02/06/2018	3,500.00
00191282	02/15/2018	BRITTON, AMBER J FLEX SPEND ACCT REIMB		OH009412	02/16/2018	428.08
00191283	02/15/2018	BROWN AND CALDWELL CONSULTANTS INV 150965 2017 SCADA MASTER P	SP0095668	14308440/2559	10/17/2017	18,478.98
00191284	02/15/2018	CARDNO INC 2017-18 WATERCOURSE CONDITION	P0097675	249489	01/31/2018	6,119.67
00191285	02/15/2018	CDW GOVERNMENT INC ScanSnap scanner	P0097983	LLW8600	01/22/2018	519.74

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191286	02/15/2018	CINTAS CORPORATION #460 2018 weekly rug cleaning servi	P0097870	460285646/90299/	01/01/2018	153.75
00191287	02/15/2018	COMCAST Internet Charges/Fire	P0098180	OH009394	01/18/2018	212.75
00191288	02/15/2018	COMCAST FIRE STATION 92 FIBER CIRCUIT	P0097793	61563478	02/01/2018	1,260.82
00191289	02/15/2018	COMMUNITY HUMAN SERVICE KC rental contract FA-0219 comple	P0098150	FA0219	02/06/2018	50.00
00191290	02/15/2018	CRANDALL STRATEGY & RESEARCH FINANCIAL ANALYSIS	P0098099	232	01/29/2018	200.00
00191291	02/15/2018	CULLIGAN Water Service/Fire	P0098171	201802672721	01/31/2018	260.33
00191292	02/15/2018	CUMMINS INC GENERATOR MAINT FS91	P0098092	00188024	01/31/2018	1,645.05
00191293	02/15/2018	DANA NICOLE COACHING rental contract FA-0076	P0098146	FA0076	02/06/2018	50.00
00191294	02/15/2018	DATAQUEST LLC Volunteer Background Checks -	P0098155	4564	01/31/2018	194.00
00191295	02/15/2018	DATEC INC. Panasonic Rotating Hand Strap	P0098090	33551	01/30/2018	91.48
00191296	02/15/2018	DAY WIRELESS SYSTEMS Antenna Swap Labor MI100	P0097985	454572	01/31/2018	181.51
00191297	02/15/2018	DMD & ASSOCIATES LTD Island Crest Park Lighting	P93542	4835A158DM/7DM	01/10/2018	6,139.50
00191298	02/15/2018	ENGELHART, WILLIAM Jazz Band Dance Music Performa	P0098224	OH009390	02/16/2018	800.00
00191299	02/15/2018	EPSCA MONTHLY RADIO ACCESS FEES 44 R	P0097864	9224	02/01/2018	2,903.75
00191300	02/15/2018	FIRST RESPONSE EMERGENCY EQUPT Bunker Gear Supplies	P0098172	5301	02/01/2018	526.90
00191301	02/15/2018	FRESH CONSULTING rental contract FA-0203 comple	P0098139	FA0203	02/06/2018	400.00
00191302	02/15/2018	GEMPLER'S INC INVENTORY PURCHASES	P0098089	SI03994421	01/26/2018	617.70
00191303	02/15/2018	GODFRED, ALICE rental contract 25252 complete	P0098153	25252	02/06/2018	50.00
00191304	02/15/2018	GOODMAN, J C LEOFF1 Retiree Medical Expense	P0098221	OH009395	02/09/2018	476.00
00191305	02/15/2018	GOODYEAR TIRE & RUBBER CO, THE INV 195-1142490 TIRE INVENTORY	P0098082	1951142490	01/26/2018	2,260.32
00191306	02/15/2018	GRAINGER INVENTORY PURCHASES	P0098057	9684173280	01/30/2018	3,422.62
00191307	02/15/2018	HACH COMPANY LAMP FOR 2100Q PORTABLE TURBID	P0098130	10812325	01/26/2018	864.69
00191308	02/15/2018	HARB, SAM REPLACE WARRANT 191261		OH009404	02/13/2018	53.20
00191309	02/15/2018	HASBE, SWATI Fa-0218: rental fa-0218 comple	P0098136	FA0218	02/06/2018	30.00
00191310	02/15/2018	HDR ENGINEERING INC INV 1200089585 SEWER	P0097140	1200095392	01/05/2018	9,034.51
00191311	02/15/2018	HONEYWELL, MATTHEW V Professional Services - Invoic	P0098210	1012	02/06/2018	700.00

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00191312	02/15/2018	HOOMAN, ELLIE FLEX SPEND ACCT REIMB		OH009407	02/16/2018	520.00
00191313	02/15/2018	HOPE WORLDWIDE rental contract 25150 complete	P0098138	25150	02/06/2018	50.00
00191314	02/15/2018	HU, JOYCE rental contract FA-0232 comple	P0098143	FA0232	02/06/2018	50.00
00191315	02/15/2018	HUGHES FIRE EQUIPMENT INC Apparatus Parts for 8611	P0098175	521630/522	01/19/2018	905.32
00191316	02/15/2018	JIA, SUSAN withdrew from Brick Animation	P0098134	OH009396	02/06/2018	425.00
00191317	02/15/2018	JUDD, JOLENE FLEX SPEND ACCT REIMB		OH009408	02/16/2018	190.00
00191318	02/15/2018	KABALAH CENTER, THE rental contract 24937 complete	P0098152	24937	02/06/2018	50.00
00191319	02/15/2018	KCFTOA 2018 Dues/Mercer Island Fire	P0098176	6602	01/22/2018	200.00
00191320	02/15/2018	KELLEY, CHRIS M FLEX SPEND ACCT REIMB		OH009406	02/16/2018	5,000.00
00191321	02/15/2018	KING COUNTY FINANCE MONTHLY SEWER JAN-DEC 2018	P0097859	30022253	02/01/2018	402,490.44
00191322	02/15/2018	KING COUNTY FINANCE King County Jail Maintenance B	P0098068	3001984	01/11/2018	181.31
00191323	02/15/2018	KING COUNTY ROAD SERVICE rental contract FA-0184 comple	P0098137	FA0184	02/06/2018	150.00
00191324	02/15/2018	KPG 2018 SE 40TH ST COORIDOR	P0097771	114118	02/02/2018	8,672.83
00191325	02/15/2018	KRAMP, ROBERT A FLEX SPEND ACCT REIMB		OH009409	02/16/2018	2,650.00
00191326	02/15/2018	LANGUAGE LINE SERVICES Language Line #4247429	P0098215	4247429	01/31/2018	20.34
00191327	02/15/2018	LEGEND DATA SYSTEMS INC blank magnetic strip cards for	P0098048	121109	01/29/2018	114.13
00191328	02/15/2018	LIFE ASSIST INC Epi Pens	P0098174	837857	01/24/2018	1,494.00
00191329	02/15/2018	LOISEAU, LERI M 3/2018 RETIR MEDI PRT B & D		OH009403	02/15/2018	240.50
00191330	02/15/2018	M & M BALLOON CO Helium Tank rental for MICEC	P0097868	33210	02/01/2018	18.15
00191331	02/15/2018	MCCOY, STEPHEN W FLEX SPEND ACCT REIMB		OH009410	02/16/2018	400.00
00191332	02/15/2018	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P0098196	OH009397	01/31/2018	4,609.46
00191333	02/15/2018	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P0098225	OH009398	01/31/2018	13,682.71
00191334	02/15/2018	MICHAEL SKAGGS ASSOCIATES JANITORIAL SERVICE JAN 2018 CI	P0098111	1849	01/31/2018	10,720.98
00191335	02/15/2018	MOBERLY AND ROBERTS Professional Services - Invoic	P0098211	72	02/01/2018	6,150.00
00191336	02/15/2018	MONARCH LANDSCAPING WA LLC Retainage 5%	P0095720	RETAINAGE2017	02/13/2018	564.00
00191337	02/15/2018	NAT'L ENTERTAINMENT TECH Easter Candy filled eggs for e	P0098198	180123019	01/23/2018	1,610.00

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191338	02/15/2018	NEXTREQUEST CO Online Payment Portal 2/18-8/1	P0098088	OH009352	01/31/2018	364.58
00191339	02/15/2018	NLC-LAKE WASHINGTON rental contract FA-0391 comple	P0098140	FA0391	02/06/2018	50.00
00191340	02/15/2018	NORTHWOOD ELEMENTARY SCHOOL rental contract FA-0230 comple	P0098148	FA0230	02/06/2018	50.00
00191341	02/15/2018	NOTRE DAME ALUMNI ASSOC rental contract FA-0211 comple	P0098141	FA0211	02/06/2018	50.00
00191342	02/15/2018	OLYMPIC ENVIRONMENTAL RES 2017 ANNUAL RECYCLING EVENTS	P93714	2018OER1	02/02/2018	1,715.00
00191343	02/15/2018	ON, ALICE withdrew from movie makers cam	P0098154	OH009399	02/06/2018	310.00
00191344	02/15/2018	OVERLAKE OIL 2017 UNLEADED AND DIESEL FUEL	P0097948	0186728IN/850IN	01/19/2018	4,754.00
00191345	02/15/2018	PATANO STUDIO ARCHITECTURE SHOP RENDERINGS	P0097460	1360	02/07/2018	8,250.00
00191346	02/15/2018	PERFECTMIND INC 2017 Sales Tax collected for W	P0098164	MER20180205	02/05/2018	6,428.50
00191347	02/15/2018	PHILIPS HEALTHCARE Supplies for AED program - Inv	P0098023	936065904	01/30/2018	695.50
00191348	02/15/2018	PREMIER CABLING LLC Premier Cabling Network Work	P0098187	1581	01/16/2018	1,450.41
00191349	02/15/2018	REI rental contract FA-0237 comple	P0098142	FA0237	02/06/2018	50.00
00191350	02/15/2018	RELX INC DBA LEXISNEXIS Professional Services - Invoic	P0098201	3091293165	01/31/2018	317.90
00191351	02/15/2018	RICOH USA INC Cost Per Copy/Fire	P0098181	5052134943	01/24/2018	74.16
00191352	02/15/2018	S&B INC SCADA COMPUTER UPGRADE	P0096627	SB24697	01/09/2018	5,739.00
00191353	02/15/2018	SAFELITE FULFILLMENT INC FL-0379 WINDOW REPAIR	P0098039	01804501773	01/25/2018	318.58
00191354	02/15/2018	SCORE January Jail Bill - Invoice #	P0098220	2987	02/06/2018	7,000.00
00191355	02/15/2018	SEA WESTERN INC Mandella Nameplate	P0098173	203609	01/25/2018	60.67
00191356	02/15/2018	SEATTLE AUDUBON rental contract FA-0123 comple	P0098149	FA0123	02/06/2018	50.00
00191357	02/15/2018	SEATTLE, CITY OF Jan 2018 Water Purchases	P0098202	OH009400	01/25/2018	75,444.36
00191358	02/15/2018	SEGLE, KRYSS FLEX SPEND ACCT REIMB		OH009411	02/16/2018	2,000.00
00191359	02/15/2018	SEQUOYAH ELECTRIC LLC INV 7016499D ELECTRICAL WATER	P0094831	7016501D/7017178	12/21/2017	2,030.41
00191360	02/15/2018	SERFLING, JIMMI L FLEX SPEND ACCT REIMB		OH009413	02/16/2018	145.20
00191361	02/15/2018	SHI INTERNATIONAL CORP Replace Fire Medical Tablets	P0097205	B07685490	01/26/2018	163.46
00191362	02/15/2018	SKYLINE COMMUNICATIONS INC EOC INTERNET	P0098194	IN43666	02/01/2018	206.55
00191363	02/15/2018	SKYLINE PROPERTIES INC rental contract FA-0318 comple	P0098145	FA0318	02/06/2018	150.00

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191364	02/15/2018	SME SOLUTIONS LLC RESERVOIR GAUGE REPAIR	P0098103	248811	12/31/2017	937.82
00191365	02/15/2018	SSW CONSULTING LLC 2018 Planning Session SDI	P0098208	1016	01/31/2018	3,366.38
00191366	02/15/2018	STERICYCLE INC On-Call Charges/Fire	P0098170	3004144352	01/31/2018	10.36
00191367	02/15/2018	SUPERION ONESOLUTION MAINTENANCE	P0098246	203423	01/31/2018	10,571.34
00191368	02/15/2018	T2 SYSTEMS CANADA INC Monthly charges for boat launc	P0097745	INVSTD0000030374	01/25/2018	77.00
00191369	02/15/2018	TEAM WASHINGTON LACROSS rental contract FA-0252 comple	P0098147	FA0252	02/06/2018	95.00
00191370	02/15/2018	THOMSON REUTERS - WEST West Information Monthly fees	P0098230	837660423	02/01/2018	318.55
00191371	02/15/2018	TRAFFIC SAFETY SUPPLY OBJECT MARKER FACE (DECAL) 13	P0098129	138890	01/26/2018	71.03
00191372	02/15/2018	US HEALTHWORKS MED GROUP WA Yearly Dive Physical - MSO Lev	P0098204	0765534WA	01/26/2018	589.00
00191373	02/15/2018	UTILITIES UNDERGROUND LOCATION 2018 UTILTY NOTIFICATION	P0098189	8010164	01/31/2018	305.73
00191374	02/15/2018	VERIZON WIRELESS MDC Charges/Fire	P0098167	9800417626	01/23/2018	3,627.25
00191375	02/15/2018	VERIZON WIRELESS IGS WIFI, LOANER, MDC1, SPARE	P0098195	9800417629	01/23/2018	200.05
00191376	02/15/2018	VFW POST #5760 Arts Council Dance rental agre	P0098200	OH009391	02/16/2018	650.00
00191377	02/15/2018	VIDA AGENCY, THE rental contract FA-0251 comple	P0098133	FA0251	02/06/2018	50.00
00191378	02/15/2018	WA ST FIREFIGHTERS TRAINING & Tuition/Skidmore Low Rise	P0098177	7975	12/22/2017	70.00
00191379	02/15/2018	WA ST TREASURER'S OFFICE JAN18 Remit Newcastle Court	P0098222	OH009401	01/31/2018	4,641.06
00191380	02/15/2018	WA ST TREASURER'S OFFICE JAN18 Remit MI Court Transmitt	P0098223	OH009402	01/31/2018	17,106.45
00191381	02/15/2018	WASHINGTON STATE PATROL CPL Background Checks - Jan 20	P0098191	I18005125	02/07/2018	72.00
00191382	02/15/2018	WASSER, ROBERT rental contract FA-0122 comple	P0098135	FA0122	02/06/2018	50.00
00191383	02/15/2018	WILKINS III, WALLACE W Staff Retreat - Rec/MICEC	P0098197	201801	02/01/2018	750.00
00191384	02/15/2018	XEROX CORPORATION 2018 - Lease charges for LB Ad	P0098159	092163425	02/01/2018	769.07
00191385	02/15/2018	XEROX CORPORATION PD Copier Jan monthly fees -	P0098115	092207884/092163	02/01/2018	544.09
00191386	02/15/2018	XYNUGLAR rental contract FA-0319 comple	P0098144	FA0319	02/06/2018	17.50
00191387	02/15/2018	YASHCO HOMES HYDRANT METER REFUND 5654 EMW		OH009405	01/11/2018	2,900.00
00191388	02/15/2018	ZEE MEDICAL Re-supply medical cabinet -	P0098158	68349037	02/01/2018	205.76
					Total	833,142.34

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	7,428.15
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	4,198.97
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	2,871.80
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	1,682.63
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	981.67
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	928.37
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	539.53
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	494.08
P0098134	00191316	JIA, SUSAN	withdrew from Brick Animation	425.00
P0098139	00191301	FRESH CONSULTING	rental contract FA-0203 comple	400.00
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	359.31
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	322.19
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	322.19
P0098154	00191343	ON, ALICE	withdrew from movie makers cam	310.00
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	286.41
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	237.23
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	178.33
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	174.52
P0098137	00191323	KING COUNTY ROAD SERVICE	rental contract FA-0184 comple	150.00
P0098145	00191363	SKYLINE PROPERTIES INC	rental contract FA-0318 comple	150.00
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	118.91
P0098151	00191280	BERMUDEZ, RACHEL	rental contract FA-0231 comple	100.00
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	99.99
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	99.99
P0098147	00191369	TEAM WASHINGTON LACROSS	rental contract FA-0252 comple	95.00
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	94.16
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	94.04
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	91.34
P0098150	00191289	COMMUNITY HUMAN SERVICE KC	rental contract FA-0219 comple	50.00
P0098146	00191293	DANA NICOLE COACHING	rental contract FA-0076	50.00
P0098153	00191303	GODFRED, ALICE	rental contract 25252 complete	50.00
P0098138	00191313	HOPE WORLDWIDE	rental contract 25150 complete	50.00
P0098143	00191314	HU, JOYCE	rental contract FA-0232 comple	50.00
P0098152	00191318	KABALAH CENTER, THE	rental contract 24937 complete	50.00
P0098140	00191339	NLC-LAKE WASHINGTON	rental contract FA-0391 comple	50.00
P0098148	00191340	NORTHWOOD ELEMENTARY SCHOOL	rental contract FA-0230 comple	50.00
P0098141	00191341	NOTRE DAME ALUMNI ASSOC	rental contract FA-0211 comple	50.00
P0098142	00191349	REI	rental contract FA-0237 comple	50.00
P0098149	00191356	SEATTLE AUDUBON	rental contract FA-0123 comple	50.00
P0098133	00191377	VIDA AGENCY, THE	rental contract FA-0251 comple	50.00
P0098135	00191382	WASSER, ROBERT	rental contract FA-0122 comple	50.00
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	42.74
P0098223	00191380	WA ST TREASURER'S OFFICE	JAN18 Remit MI Court Transmitt	31.44
P0098136	00191309	HASBE, SWATI	Fa-0218: rental fa-0218 comple	30.00
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	27.87
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	25.55
P0098144	00191386	XYNUGLAR	rental contract FA-0319 comple	17.50
P0098222	00191379	WA ST TREASURER'S OFFICE	JAN18 Remit Newcastle Court	16.10

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00191265	FRIEDMAN, JONATHAN	PERMIT REFUND	3,244.00
	00191387	YASHCO HOMES	HYDRANT METER REFUND 5654 EMW	2,900.00
P0098089	00191302	GEMPLER'S INC	INVENTORY PURCHASES	617.70
	00191275	VRANESH, MICHAEL	OVERPAYMENT REFUND	416.77
P0098057	00191306	GRAINGER	INVENTORY PURCHASES	130.90
	00191268	HOME DEPOT CREDIT SERVICE	REPLACE WARRANT #190110	92.44
<i>Org Key: 814072 - United Way</i>				
	00191274	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	105.00
<i>Org Key: 814074 - Garnishments</i>				
	00191263	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	1,331.00
	00191266	GET Washington	PAYROLL EARLY WARRANTS	300.00
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00191271	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	317.50
<i>Org Key: 814077 - Police Association</i>				
	00191272	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	82.31
<i>Org Key: CA1100 - Administration (CA)</i>				
P0098201	00191350	RELX INC DBA LEXISNEXIS	Professional Services - Invoice	317.90
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P0098211	00191335	MOBERLY AND ROBERTS	Professional Services - Invoice	6,150.00
P0098210	00191311	HONEYWELL, MATTHEW V	Professional Services - Invoice	700.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0098169	00191281	BRAILEY CONSULTING	Jan 2018 Public Engagement	3,500.00
<i>Org Key: CO6100 - City Council</i>				
P0098208	00191365	SSW CONSULTING LLC	2018 Planning Session SDI	3,366.38
<i>Org Key: CT1100 - Municipal Court</i>				
P0098159	00191384	XEROX CORPORATION	Xerox	144.83
P0098215	00191326	LANGUAGE LINE SERVICES	Language Line #4247429	20.34
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
P0098177	00191378	WA ST FIREFIGHTERS TRAINING &	Tuition/Skidmore Low Rise	35.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0098099	00191290	CRANDALL STRATEGY & RESEARCH	FINANCIAL ANALYSIS	200.00
<i>Org Key: FN2100 - Data Processing</i>				
P0098246	00191367	SUPERION	ONESOLUTION MAINTENANCE	10,571.34
<i>Org Key: FR1100 - Administration (FR)</i>				
P0097793	00191288	COMCAST	FIRE STATION 92 FIBER CIRCUIT	412.00
P0098171	00191291	CULLIGAN	Water Service/Fire	260.33
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	169.93
P0098180	00191287	COMCAST	Internet Charges/Fire	116.35
P0098179	00191287	COMCAST	Internet Charges/Fire	96.40
P0098181	00191351	RICOH USA INC	Cost Per Copy/Fire	74.16

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: FR2100 - Fire Operations</i>				
P0097864	00191299	EPSCA	MONTHLY RADIO ACCESS FEES 44 R	1,111.00
P0098182	00191374	VERIZON WIRELESS	MDC Charges/Fire	927.05
P0098175	00191315	HUGHES FIRE EQUIPMENT INC	Apparatus Parts for 8611	905.32
P0098172	00191300	FIRST RESPONSE EMERGENCY EQUPT	Bunker Gear Supplies	526.90
P0097941	00191278	ASTRAL COMMUNICATIONS INC	Replacement Antenna	240.90
P0097985	00191296	DAY WIRELESS SYSTEMS	Antenna Swap Labor MI100	181.51
P0098173	00191355	SEA WESTERN INC	Mandella Nameplate	60.67
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0098174	00191328	LIFE ASSIST INC	Epi Pens	1,494.00
P0098178	00191276	AIRGAS USA LLC	Oxygen/Fire	44.19
P0098170	00191366	STERICYCLE INC	On-Call Charges/Fire	10.36
<i>Org Key: FR4100 - Training</i>				
P0098176	00191319	KCFTOA	2018 Dues/Mercer Island Fire	200.00
<i>Org Key: FR5100 - Community Risk Reduction</i>				
P0098177	00191378	WA ST FIREFIGHTERS TRAINING &	Tuition/Rostov Low Rise Class	35.00
<i>Org Key: GGM001 - General Government-Misc</i>				
P0097793	00191288	COMCAST	CITY HALL BACKUP INTERNET	848.82
P0098088	00191338	NEXTREQUEST CO	Online Payment Portal 2/18-8/1	364.58
P0098158	00191388	ZEE MEDICAL	Medical supply cabinet Luther	85.20
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
	00191270	LEOFF HEALTH & WELFARE TRUST	POLICE RETIREES FEBRUARY 2018	5,722.50
	00191269	LEOFF HEALTH & WELFARE TRUST	FIRE RETIREES FEBRUARY 2018	3,828.91
P0098221	00191304	GOODMAN, J C	LEOFF1 Retiree Medical Expense	476.00
	00191329	LOISEAU, LERI M	3/2018 RETIR MEDI PRT B & D	125.00
	00191329	LOISEAU, LERI M	RETRO DEC 2017-FEB 2018	95.00
	00191329	LOISEAU, LERI M	3/2018 RETIR MEDI PRT B & D	20.50
<i>Org Key: GX9996 - Employee Benefits-Police</i>				
	00191270	LEOFF HEALTH & WELFARE TRUST	REGENCE POLICE FEBRUARY 2018	49,224.77
	00191270	LEOFF HEALTH & WELFARE TRUST	REGENCE POLICE RECORD FEB 2018	6,157.33
<i>Org Key: GX9997 - Employee Benefits-Fire</i>				
	00191269	LEOFF HEALTH & WELFARE TRUST	FIRE ACTIVE FEBRUARY 2018	55,227.59
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	501.80
P0098195	00191375	VERIZON WIRELESS	IGS WIFI, LOANER, MDC1, SPARE	200.05
<i>Org Key: MT2100 - Roadway Maintenance</i>				
	00191273	PUGET SOUND ENERGY	ENERGY USE FEBRUARY 2018	3,503.70
P0098129	00191371	TRAFFIC SAFETY SUPPLY	OBJECT MARKER FACE (DECAL) 13	71.03
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	474.33
<i>Org Key: MT2500 - ROW Administration</i>				
	00191279	BARNETT, JASON	REPLACE WARRANT 191261	147.15
	00191261	BARNETT, JASON	MILEAGE EXPENSE	104.64

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191261	BARNETT, JASON	REPLACE WARRANT #191207	42.51
	00191267	HARB, SAM	REPLACE WARRANT #191207	26.11
<i>Org Key: MT3100 - Water Distribution</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,475.57
P0098103	00191364	SME SOLUTIONS LLC	RESERVOIR GAUGE REPAIR	937.82
P0098186	00191348	PREMIER CABLING LLC	Premier Cabling Network Work	899.03
P0098188	00191359	SEQUOYAH ELECTRIC LLC	INV 7016499D ELECTRICAL WATER	249.52
<i>Org Key: MT3150 - Water Quality Event</i>				
P0098130	00191307	HACH COMPANY	MISC. ITEMS FOR CI2 ANALYZERS	625.70
P0098101	00191307	HACH COMPANY	LAMP FOR 2100Q PORTABLE TURBID	238.99
<i>Org Key: MT3200 - Water Pumps</i>				
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	238.76
<i>Org Key: MT3400 - Sewer Collection</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	702.65
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0094831	00191359	SEQUOYAH ELECTRIC LLC	2017 ON-CALL ELECTRICAL SERVIC	1,780.89
P0098100	00191306	GRAINGER	LED FLASHLIGHT	92.41
P94553	00191374	VERIZON WIRELESS	INV 9798534125 PS 18 & 24 WIRE	78.04
<i>Org Key: MT3800 - Storm Drainage</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	70.26
	00191261	BARNETT, JASON	REPLACE WARRANT #191207	26.60
	00191308	HARB, SAM	REPLACE WARRANT 191261	26.60
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0098167	00191374	VERIZON WIRELESS	2018 PW CELLULAR & DATA SERVIC	2,622.16
P0098189	00191373	UTILITIES UNDERGROUND LOCATION	2018 UTILTY NOTIFICATION	305.73
P0098090	00191295	DATEC INC.	Panasonic Rotating Hand Strap	91.48
P0097864	00191299	EPSCA	MONTHLY RADIO ACCESS FEES 1 RA	25.25
<i>Org Key: MT4200 - Building Services</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	6,490.94
P0098111	00191334	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE JAN 2018 CI	4,205.66
P0098113	00191292	CUMMINS INC	CITY HALL GENERATOR MAINT	354.48
P0098097	00191292	CUMMINS INC	FS92 GENERATOR MAINT	300.57
P0098096	00191292	CUMMINS INC	GENERATOR MAINT FS91	298.85
P0098098	00191292	CUMMINS INC	GENERATOR MAINT SHOP	298.37
<i>Org Key: MT4300 - Fleet Services</i>				
P0097948	00191344	OVERLAKE OIL	2018 FUEL DELIVERY	4,686.08
P0098107	00191306	GRAINGER	GAS PRESSURE WASHER, HOT WATER	3,082.14
P0098082	00191305	GOODYEAR TIRE & RUBBER CO, THE	INV 195-1142490 TIRE INVENTORY	2,260.32
P0098039	00191353	SAFELITE FULFILLMENT INC	FL-0379 WINDOW REPAIR	318.58
P93482	00191344	OVERLAKE OIL	2017 UNLEADED AND DIESEL FUEL	67.92
<i>Org Key: MT4403 - Customer Response - Water</i>				
	00191261	BARNETT, JASON	REPLACE WARRANT #191207	26.60
	00191308	HARB, SAM	REPLACE WARRANT 191261	26.60

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: MT4501 - Water Administration</i>				
P0098202	00191357	SEATTLE, CITY OF	Jan 2018 Water Purchases	75,444.36
<i>Org Key: MT4502 - Sewer Administration</i>				
P0097859	00191321	KING COUNTY FINANCE	MONTHLY SEWER JAN-DEC 2018	402,490.44
<i>Org Key: MT4900 - Solid Waste</i>				
P93714	00191342	OLYMPIC ENVIRONMENTAL RES	2017 ANNUAL RECYCLING EVENTS	1,715.00
<i>Org Key: MTBE01 - Maint of Medians & Planters</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	87.84
<i>Org Key: PO1100 - Administration (PO)</i>				
P0098019	00191264	FOREMOST MEDICAL EQUIPMENT	New AED's for Patrol and Marin	4,335.00
P0098019	00191264	FOREMOST MEDICAL EQUIPMENT	New AED's for Patrol - Invoice	2,890.00
P0098023	00191347	PHILIPS HEALTHCARE	Supplies for AED program - Inv	695.50
<i>Org Key: PO1350 - Police Emergency Management</i>				
P0097864	00191299	EPSCA	MONTHLY RADIO ACCESS FEES 13 R	328.25
P0098194	00191362	SKYLINE COMMUNICATIONS INC	EOC INTERNET	206.55
P0098118	00191294	DATAQUEST LLC	Volunteer Background Checks -	21.50
<i>Org Key: PO1650 - Regional Radio Operations</i>				
P0097864	00191299	EPSCA	MONTHLY RADIO ACCESS FEES 57 R	1,439.25
<i>Org Key: PO1700 - Records and Property</i>				
P0098115	00191385	XEROX CORPORATION	PD Copier Jan monthly fees -	337.27
P0098115	00191385	XEROX CORPORATION	Records Copier Jan monthly fee	206.82
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P0098191	00191381	WASHINGTON STATE PATROL	CPL Background Checks - Jan 20	72.00
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P0098220	00191354	SCORE	January Jail Bill - Invoice #	7,000.00
P0098068	00191322	KING COUNTY FINANCE	King County Jail Maintenance B	181.31
<i>Org Key: PO2100 - Patrol Division</i>				
P0097983	00191285	CDW GOVERNMENT INC	ScanSnap scanner	519.74
P0098205	00191388	ZEE MEDICAL	Re-supply medical cabinet -	120.56
<i>Org Key: PO2201 - Dive Team</i>				
P0098204	00191372	US HEALTHWORKS MED GROUP WA	Yearly Dive Physical - MSO Lev	589.00
<i>Org Key: PO3100 - Investigation Division</i>				
P0098230	00191370	THOMSON REUTERS - WEST	West Information Monthly fees	318.55
<i>Org Key: PR1100 - Administration (PR)</i>				
P0097873	00191384	XEROX CORPORATION	2018 - Lease charges for LB Ad	144.30
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	51.80
P0097873	00191384	XEROX CORPORATION	Use charge 12-22-17 to 1-26-18	11.01
<i>Org Key: PR2100 - Recreation Programs</i>				
P0098197	00191383	WILKINS III, WALLACE W	Staff Retreat - Rec/MICEC	375.00
P0098155	00191294	DATAQUEST LLC	Background checks for instruct	88.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PR2104 - Special Events</i>				
P0098198	00191337	NAT'L ENTERTAINMENT TECH	Easter Candy filled eggs for e	1,610.00
<i>Org Key: PR3500 - Senior Services</i>				
P0097868	00191330	M & M BALLOON CO	Helium Tank rental for MICEC	18.15
<i>Org Key: PR4100 - Community Center</i>				
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	3,811.67
P0098110	00191334	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE JAN 2018	2,426.58
P0098092	00191292	CUMMINS INC	GENERATOR MAINTENANCE	392.78
P0098197	00191383	WILKINS III, WALLACE W	Staff Retreat - Rec/MICEC	375.00
P0097878	00191384	XEROX CORPORATION	2018 Lease charges for MICEC C	267.20
P0097878	00191384	XEROX CORPORATION	Use charge 12-22-17 to 1-26-18	201.73
P0098048	00191327	LEGEND DATA SYSTEMS INC	blank magnetic strip cards for	114.13
P0098049	00191306	GRAINGER	10 CFL light bulbs for lobby	75.57
P0098057	00191306	GRAINGER	DISPOSABLE LATEX GLOVES	41.60
<i>Org Key: PR5300 - Community Arts Support</i>				
P0098224	00191298	ENGELHART, WILLIAM	Jazz Band Dance Music Performa	800.00
P0098200	00191376	VFW POST #5760	Arts Council Dance rental agre	650.00
<i>Org Key: PR6100 - Park Maintenance</i>				
P0098196	00191332	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,131.02
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P0098196	00191332	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	544.62
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	86.34
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P0098111	00191334	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE JAN 2018 CI	2,148.09
P0098196	00191332	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	2,055.03
P0097870	00191286	CINTAS CORPORATION #460	2018 weekly rug cleaning servi	153.75
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
P0098196	00191332	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	878.79
P0097745	00191368	T2 SYSTEMS CANADA INC	Monthly charges for boat launc	77.00
<i>Org Key: PY4616 - Flex Admin 2016</i>				
	00191282	BRITTON, AMBER J	FLEX SPEND ACCT REIMB	428.08
	00191360	SERFLING, JIMMI L	FLEX SPEND ACCT REIMB	145.20
<i>Org Key: PY4617 - Flex Spending Admin 2017</i>				
	00191320	KELLEY, CHRIS M	FLEX SPEND ACCT REIMB	5,000.00
<i>Org Key: PY4618 - Flex Spending Admin 2018</i>				
	00191325	KRAMP, ROBERT A	FLEX SPEND ACCT REIMB	2,650.00
	00191358	SEGLE, KRYSS	FLEX SPEND ACCT REIMB	2,000.00
	00191312	HOOMAN, ELLIE	FLEX SPEND ACCT REIMB	520.00
	00191331	MCCOY, STEPHEN W	FLEX SPEND ACCT REIMB	400.00
	00191317	JUDD, JOLENE	FLEX SPEND ACCT REIMB	190.00
<i>Org Key: WD104D - Watercourse Condition Assess</i>				
P0097675	00191284	CARDNO INC	2017-18 WATERCOURSE CONDITION	6,119.67

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P0098187	00191348	PREMIER CABLING LLC	S91 Premier Cabling Networking	551.38
P0097205	00191361	SHI INTERNATIONAL CORP	Replace Fire Medical Tablets	163.46
<i>Org Key: WG513T - Rec & Facility Booking System</i>				
P0098164	00191346	PERFECTMIND INC	2017 Sales Tax collected for W	6,428.50
<i>Org Key: WP107R - Island Crest Park Repairs</i>				
P93542	00191297	DMD & ASSOCIATES LTD	Island Crest Park Lighting	6,139.50
<i>Org Key: WP122R - Vegetation Management</i>				
P0095720	00191336	MONARCH LANDSCAPING WA LLC	Retainage 5%	564.00
<i>Org Key: WR517R - SE 40th (E of ICW) (W Leg)</i>				
P0097771	00191324	KPG	2018 SE 40TH ST COORIDOR	8,672.83
<i>Org Key: WS511R - Sewer Special Catch Basins</i>				
P0095189	00191310	HDR ENGINEERING INC	INV 1200089585 SEWER	6,235.72
<i>Org Key: WS713T - SCADA System Upgrade</i>				
P0095668	00191283	BROWN AND CALDWELL CONSULTANTS	INV 150965 2017 SCADA MASTER P	18,478.98
P0096627	00191352	S&B INC	SCADA COMPUTER UPGRADE	5,739.00
<i>Org Key: WW523R - EMW 5400-6000 Block Watermain</i>				
P0096832	00191277	APS	EMW 5400-6000 BLK WATER MAIN S	5,678.75
P0097140	00191310	HDR ENGINEERING INC	2017 WATER MODELING	1,000.00
<i>Org Key: WW535D - Booster Chlorination Station</i>				
P0097140	00191310	HDR ENGINEERING INC	2017 WATER MODELING	1,371.75
<i>Org Key: WW717R - Main SE 22nd Street</i>				
P0097140	00191310	HDR ENGINEERING INC	2017 WATER MODELING	427.04
<i>Org Key: XG700D - Maint Building Add Design</i>				
P0097460	00191345	PATANO STUDIO ARCHITECTURE	SHOP RENDERINGS	8,250.00
<i>Org Key: YF1100 - YFS General Services</i>				
P0097714	00191294	DATAQUEST LLC	Background checks for voluntee	84.50
	00191260	ANDERSON, MARY	ART SUPPLIES YFS RETREAT	63.25
<i>Org Key: YF1200 - Thrift Shop</i>				
P0098111	00191334	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE JAN 2018 CI	1,940.65
P0098225	00191333	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	569.45
	00191262	CENTURYLINK	PHONE USE FEBRUARY 2018	165.95
Total				833,142.34

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	191389 -191524	2/22/2018	\$ 452,708.81
			\$ 452,708.81

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191389	02/20/2018	CHAPTER 13 TRUSTEE PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	1,331.00
00191390	02/20/2018	GET Washington PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	300.00
00191391	02/20/2018	HADLEY APARTMENTS Rental assistance for EA clien	P0098307	OH009414	02/16/2018	1,000.00
00191392	02/20/2018	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	317.50
00191393	02/20/2018	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	2,236.86
00191394	02/20/2018	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	105.00
00191395	02/20/2018	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		16FEB2018	02/16/2018	2,640.67
00191396	02/22/2018	ACCESS DATA ENTRY, BLACK BOX STORAGE	P0098270	2444961	01/31/2018	409.70
00191397	02/22/2018	AIRGAS USA LLC Oxygen/Fire	P0098262	9951233489	01/31/2018	141.45
00191398	02/22/2018	ASPECT SOFTWARE INC Monthly Maint. Fees/Telestaff	P0098263	ASI036804	02/05/2018	165.00
00191399	02/22/2018	AU, ALAN rental fa-0163 completed. no e	P0098254	FA0163	02/13/2018	400.00
00191400	02/22/2018	AUTONATION INC INV 472167 / 121110 REPAIR PAR	P0098299	472167/121110	01/18/2018	324.69
00191401	02/22/2018	BAHL, RITU rental FA-0374 completed. no e	P0098253	FA0374	02/13/2018	50.00
00191402	02/22/2018	BANBURY, EVA withdrew from Yoga Hatha Style	P0098250	OH009415	02/13/2018	72.00
00191403	02/22/2018	BEST PARKING LOT CLEANING INC 2017-18 SANITARY SEWER CCTV	P94698	C164749/C165319/	01/03/2018	7,683.50
00191404	02/22/2018	BRAKE AND CLUTCH SUPPLY NORTH Misc. Apparatus Parts/8611	P0098259	68957	01/26/2018	221.31
00191405	02/22/2018	BRAUN NORTHWEST INC. Misc. Apparatus Parts	P0098268	22228	02/02/2018	148.23
00191406	02/22/2018	CDW GOVERNMENT INC Scansnap ix500 Scanner	P0098102	LRF1571	02/08/2018	2,597.67
00191407	02/22/2018	CEDAR GROVE COMPOSTING INC Organic Waste Service 1/2018 C	P0098330	0000375644	01/31/2018	55.20
00191408	02/22/2018	CHICAGO TITLE rental contract FA-0188 comple	P0098251	FA0188	02/13/2018	150.00
00191409	02/22/2018	CHRISTIANSEN, ANNE Instructor fees course #17324	P0098236	17324	02/12/2018	645.40
00191410	02/22/2018	COLUMBIA FORD POLICE FL-0460 REPLACEMENT	P0096831	3J318B855	01/26/2018	163,320.85
00191411	02/22/2018	COMCAST Internet Charges/Fire	P0098261	OH009416	02/04/2018	62.40
00191412	02/22/2018	COMMERCIAL LANDSC SUPPLY INC INVENTORY PURCHASES	P0098199	201733	02/02/2018	396.34
00191413	02/22/2018	COMPLETE OFFICE OFFICE SUPPLIES JAN 2018		OH009440	01/31/2018	4,608.97
00191414	02/22/2018	COMPTON LUMBER & HARDWARE INC LUMBER & REBAR FOR BOARDER ON	P0098316	829913	02/09/2018	1,346.40

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191415	02/22/2018	CONTRACT HARDWARE REPAIRED FRONT DOOR LATCH	P0098271	SPI042012	01/29/2018	364.10
00191416	02/22/2018	CORRECTIONAL INDUSTRIES ACCTG Logo clothing for CM office	P0098310	T060941	02/05/2018	69.62
00191417	02/22/2018	CRYSTAL AND SIERRA SPRINGS 2018 PW WATER DELIVERY SERVICE	P0097711	5277493020118	02/01/2018	262.89
00191418	02/22/2018	CUMMINS INC INV 1-85235 PS #15 CHARGING UN	P0097784	185235	01/10/2018	1,197.49
00191419	02/22/2018	DELL MARKETING L.P. WD15 Dock for Latitude Laptop	P0098045	10221859292	02/02/2018	182.59
00191420	02/22/2018	DEPT OF ENTERPRISES SERVICES BUSINESS CARD PRINTING 01/2018		73172001	02/02/2018	288.20
00191421	02/22/2018	DON SMALL & SONS OIL DIST CO INV 506321 OIL DELIVERY	P0098256	506321	01/29/2018	961.40
00191422	02/22/2018	DUNBAR ARMORED FEB18 Armored Car Service	P0098322	4139246	02/01/2018	2,080.35
00191423	02/22/2018	EASTSIDE HUMAN SERVICES FORUM Annual membership in EHSF	P0098308	OH009418	02/01/2018	1,000.00
00191424	02/22/2018	ECONOMY FENCE CENTER INSTALLED FENCE FOR ISLAND CRE	P0098244	0029974IN	02/01/2018	10,436.80
00191425	02/22/2018	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P0098212	92707	02/17/2018	421.19
00191426	02/22/2018	FEI - SEATTLE WW #1539 INVENTORY PURCHASES	P0098280	0584797/0585523/	01/31/2018	5,480.94
00191427	02/22/2018	FORESTRY SUPPLIERS INC INVENTORY PURCHASES	P0098243	30308400	02/05/2018	301.59
00191428	02/22/2018	GRAINGER INVENTORY PURCHASES	P0098121	9688327627	02/02/2018	368.54
00191429	02/22/2018	GRAY, KATY S. Instructor fees - course #1755	P0098291	17556	02/15/2018	386.40
00191430	02/22/2018	GRC/WW AC PIPE WORK WORKSHOP	P0098217	1815	01/19/2018	1,500.00
00191431	02/22/2018	GREER, J SCOTT Pro Tem Judge 2/12/18	P0098278	OH009420	02/13/2018	200.00
00191432	02/22/2018	H D FOWLER SOIL PIPE & VALVE STEM EXTENSI	P0098312	I4746730	02/13/2018	393.35
00191433	02/22/2018	HACKETT, PAT HAM RADIO CLASS SUPPLIES		OH009436	02/12/2018	458.90
00191434	02/22/2018	HAKOMORI, MITSUKO Instructor fees - course #1733	P0098235	17337	02/09/2018	417.90
00191435	02/22/2018	HDR ENGINEERING INC BOOSTER CHLORINATION STATION	P89617	1200079440	10/11/2017	24,019.54
00191436	02/22/2018	HEATH, SCOTT C MILEAGE EXPENSE		OH009439	02/09/2018	60.27
00191437	02/22/2018	HOME DEPOT CREDIT SERVICE PIPE FITTINGS	P0098269	0131384073899	02/13/2018	47.23
00191438	02/22/2018	HOWSE JR, ELWOOD D HAM RADIO CLASS SUPPLIES		OH009437	02/17/2018	149.56
00191439	02/22/2018	ICMA J. Underwood 2018 Dues	P0098331	OH009421	02/20/2018	1,400.00
00191440	02/22/2018	IMTRA CORP New Wiper Motors for Patrol 11	P0098160	704231	01/29/2018	1,341.03

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00191441	02/22/2018	INTERCOM LANGUAGE SERVICES INC Intercom - interp services 18-	P0098319	1842	02/17/2018	390.00
00191442	02/22/2018	KC FINANCE Remit Q4 2017 Liquor Profits	P0098320	2099504	02/07/2018	1,561.25
00191443	02/22/2018	KC RECORDER SEWER LIEN RELEASE	P0098289	OH009422	02/15/2018	34.00
00191444	02/22/2018	KELLEY, CHRIS M MILEAGE EXPENSE		OH009438	02/01/2018	17.77
00191445	02/22/2018	KENT D BRUCE CO LLC Misc. Apparatus Parts	P0098260	3157	02/05/2018	36.52
00191446	02/22/2018	KENT FINANCE, CITY OF Share1App (contract for Human	P0098284	RI48169	02/02/2018	500.00
00191447	02/22/2018	KIA MOTORS FINANCE DSG 2016 KIA SOUL LEASE	P88915	OH009423	02/14/2018	475.32
00191448	02/22/2018	KING CO CONSERVATION DISTRICT rental contract FA-0235 comple	P0098252	FA0235	02/13/2018	50.00
00191449	02/22/2018	KRAZAN & ASSOCIATES INC INV 609871-5832 FREEMAN AVE	P0098297	6098715832	01/31/2018	632.50
00191450	02/22/2018	KROESENS UNIFORM COMPANY Uniforms/Cook	P0098185	48631	02/02/2018	354.46
00191451	02/22/2018	LAKESHORE CORPORATION Partial rent payment for EA cl	P0098306	OH009424	02/15/2018	312.00
00191452	02/22/2018	LAKESIDE DOORS INC Door Repairs/Station 91	P0098327	6707	02/13/2018	305.80
00191453	02/22/2018	LEEPER, MICHAEL Instructor fees course #17406	P0098234	17406	02/12/2018	168.00
00191454	02/22/2018	MALLORY SAFETY SUPPLY INVENTORY PURCHASES	P0098298	4394999	02/05/2018	452.63
00191455	02/22/2018	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P0098248	OH009428	01/31/2018	156.39
00191456	02/22/2018	MI HARDWARE - P&R MICEC misc supplies	P0098240	OH009426	01/31/2018	49.22
00191457	02/22/2018	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P0098241	OH009427	01/31/2018	173.19
00191458	02/22/2018	MI HARDWARE - YFS Various supplies for	P0097704	OH009425	01/31/2018	32.90
00191459	02/22/2018	MI SCHOOL DISTRICT #400 2018 SCHOOL DISTRICT FUEL	P0098349	OH009441	12/31/2017	83,979.83
00191460	02/22/2018	MIRACLE ISLAND PLLC Instructor fees - course #1728	P0098238	17281	02/12/2018	582.40
00191461	02/22/2018	MOBERLY AND ROBERTS REPLACE WARRANT 190414		INV715REDO	02/20/2018	6,150.00
00191462	02/22/2018	NAPA AUTO PARTS 2017 FLEET REPAIR PARTS AND	P93483	OH009435	01/31/2018	13.13
00191463	02/22/2018	NELSON TRUCK EQUIPMENT CO INC INV 661686 FL-0492 LIFT TRUCK	P0098304	661686	02/14/2018	207.99
00191464	02/22/2018	NORTH LAKE MARINA- REPAIR # 2140 PATROL 14 REPAIR	P0098290	2140	02/13/2018	1,369.10
00191465	02/22/2018	NORTHWEST EMBROIDERY Uniforms Heitman/Mandella	P0098325	103495	02/14/2018	383.02
00191466	02/22/2018	NORTON CORROSION LIMITED LLC INV 253557 2018 NORTH AND SOUT	P0098295	253557	01/26/2018	1,739.00

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191467	02/22/2018	NW PLAYGROUND EQUIPMENT INC SPINNER DRUM PAD	P0098247	42187	02/05/2018	160.78
00191468	02/22/2018	OLSON, JOHN R Pro tem judge 2/13/18	P0098277	OH009429	02/13/2018	150.00
00191469	02/22/2018	OVERLAKE OIL 2018 FUEL DELIVERY	P0097948	0186998IN/999IN	02/08/2018	4,105.76
00191470	02/22/2018	PACIFIC RIM EQUIPMENT RENTAL WEED MOWER RENTALS	P0098315	22532	02/09/2018	396.36
00191471	02/22/2018	PART WORKS INC., THE PLUMBING PARTS	P0098272	INV22582	02/02/2018	136.77
00191472	02/22/2018	PAULETTO, MAUDE Instructor fees - course #1727	P0098239	17272/273/274	02/09/2018	923.30
00191473	02/22/2018	PRAXAIR DISTRIBUTION INC 2018 ACETYLENE & OXYGEN TANK R	P0098287	81216944	01/31/2018	52.42
00191474	02/22/2018	PREMIER CABLING LLC Premier Cabling Networking Fro	P0098193	1579	01/16/2018	630.74
00191475	02/22/2018	PUBLIC SAFETY TESTING INC Firefighter Background Checks	P0098343	PSTI171896/20178	10/17/2017	10,238.72
00191476	02/22/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH009430	02/16/2018	92.60
00191477	02/22/2018	PUGET SOUND ENERGY Utility Assistance for Emergen	P0097804	OH009432	02/14/2018	271.46
00191478	02/22/2018	PUGET SOUND ENERGY 3200 81st PL SE SIGNAL	P0098305	OH009431	01/24/2018	33.45
00191479	02/22/2018	REGIONAL TOXICOLOGY SERVICES Lab fees for C.Harnish clients	P0097703	TC20290013118	01/31/2018	30.45
00191480	02/22/2018	RICOH USA INC (FIRE) Copier Rental/Fire	P0098267	100078329	02/02/2018	320.87
00191481	02/22/2018	RODDA PAINT CO Paint for Patrol Hallway - Inv	P0098203	19894202	02/02/2018	49.21
00191482	02/22/2018	SALZETTI, ERIC Instructor fees - course #1726	P0098237	17262/17258	02/09/2018	1,360.84
00191483	02/22/2018	SEA WESTERN INC Bunker Gear/Groscost	P0098265	203742	01/30/2018	2,629.88
00191484	02/22/2018	SEATTLE AUTOMOTIVE DIST INC Misc. Apparatus Parts/7609	P0098258	S12960967	02/01/2018	24.31
00191485	02/22/2018	SEATTLE PUBLIC UTILITIES January 2018 SPU Retail Servic	P0098333	OH009434	01/31/2018	10,668.00
00191486	02/22/2018	SEATTLE PUMP NOZZLE ATTACK TIPS	P0097933	180292	02/02/2018	1,230.35
00191487	02/22/2018	SHAKES, JONATHAN rental FA-0081 completed. no e	P0098249	FA0081	02/13/2018	50.00
00191488	02/22/2018	SOUND PUBLISHING INC Ntc: 2030032 01/03 CC Mtg date	P0098311	7818514	01/31/2018	335.48
00191489	02/22/2018	SOUND SAFETY PRODUCTS SAFETY BOOTS & MISC. WORK CLOT	P0098192	844763	02/04/2018	289.99
00191490	02/22/2018	ST MONICA PARISH SCHOOL Preschool scholarship for EA c	P0098309	OH009433	02/16/2018	1,528.80
00191491	02/22/2018	STATE AUDITOR'S OFFICE FYE2016 Audit Costs	P0098338	L123841	02/13/2018	1,223.24
00191492	02/22/2018	SUPERIOR TOWING INC FL-0463 TOWING	P0098286	76587	01/29/2018	192.50

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00191493	02/22/2018	SWIFT, KAREN Instructor fees - course #1758	P0098233	17588	02/09/2018	268.80
00191494	02/22/2018	SYSTEMS DESIGN WEST LLC Transport Billing Fees - Janua	P0098264	MIFD0218	02/06/2018	972.86
00191495	02/22/2018	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P0098218	138970	02/05/2018	271.19
00191496	02/22/2018	TRU MECHANICAL INC CU3 BLOWN FUSE	P0098273	5944	02/05/2018	382.53
00191515	02/22/2018	US BANK CORP PAYMENT SYS AMAZON.COM		2490641803605053	02/06/2018	30,923.84
00191516	02/22/2018	VERITIV OPERATING COMPANY INVENTORY PURCHASES	P0098214	65522327698	01/24/2018	1,233.63
00191517	02/22/2018	WALTER E NELSON CO Station 91 and 92 Supplies	P0098324	637204/205/514/5	01/08/2018	5,824.52
00191518	02/22/2018	WCIA Notary Bond (Riddle)	P0098209	14074	02/07/2018	40.00
00191519	02/22/2018	WEBB AUTO GROUP ROW FL-0402 REPLACEMENT	P0097877	122440	01/31/2018	26,987.79
00191520	02/22/2018	WHISTLE WORKWEAR MISC. WORK CLOTHES	P0098314	TR392681	01/31/2018	87.74
00191521	02/22/2018	WIMACTEL INC POLICE LOBBY PAYPHONE	P0098285	000172280	02/01/2018	60.50
00191522	02/22/2018	WRIGHT, MARCI Council Planning Session Facil	P0098282	#1	02/13/2018	2,500.00
00191523	02/22/2018	XEROX CORPORATION 2018 PW BASE AND METER COPY CH	P0098168	092163429/430	02/01/2018	491.85
00191524	02/22/2018	XEROX CORPORATION PRINTER SUPPLIES	P0097715	092207882	02/02/2018	890.84
					Total	<u>452,708.81</u>

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P0098254	00191399	AU, ALAN	rental fa-0163 completed. no e	400.00
P0098251	00191408	CHICAGO TITLE	rental contract FA-0188 comple	150.00
P0098250	00191402	BANBURY, EVA	withdrew from Yoga Hatha Style	72.00
P0098253	00191401	BAHL, RITU	rental FA-0374 completed. no e	50.00
P0098252	00191448	KING CO CONSERVATION DISTRICT	rental contract FA-0235 comple	50.00
P0098249	00191487	SHAKES, JONATHAN	rental FA-0081 completed. no e	50.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P0098333	00191485	SEATTLE PUBLIC UTILITIES	January 2018 SPU Retail Servic	10,668.00
P0098280	00191426	FEI - SEATTLE WW #1539	INVENTORY PURCHASES	5,480.94
P0098214	00191516	VERITIV OPERATING COMPANY	INVENTORY PURCHASES	1,233.63
P0098298	00191454	MALLORY SAFETY SUPPLY	INVENTORY PURCHASES	452.63
P0098212	00191425	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	421.19
P0098199	00191412	COMMERCIAL LANDSC SUPPLY INC	INVENTORY PURCHASES	396.34
P0098122	00191428	GRAINGER	INVENTORY PURCHASES	313.99
P0098218	00191495	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	179.85
P0098243	00191427	FORESTRY SUPPLIERS INC	INVENTORY PURCHASES	49.00
<i>Org Key: 814072 - United Way</i>				
	00191394	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	105.00
<i>Org Key: 814074 - Garnishments</i>				
	00191389	CHAPTER 13 TRUSTEE	PAYROLL EARLY WARRANTS	1,331.00
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00191392	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	317.50
<i>Org Key: 814076 - City & Counties Local 21M</i>				
	00191395	WSCCCE AFSCME AFL-CIO	PAYROLL EARLY WARRANTS	2,640.67
<i>Org Key: 814077 - Police Association</i>				
	00191393	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,236.86
<i>Org Key: 814085 - GET Program Deductions</i>				
	00191390	GET Washington	PAYROLL EARLY WARRANTS	300.00
<i>Org Key: CA1100 - Administration (CA)</i>				
P0098045	00191419	DELL MARKETING L.P.	WD15 Dock for Latitude Laptop	182.59
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	38.68
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
	00191461	MOBERLY AND ROBERTS	REPLACE WARRANT 190414	6,150.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P0098331	00191439	ICMA	J. Underwood 2018 Dues	1,400.00
	00191515	US BANK CORP PAYMENT SYS	WWW.SAHARAPIZZA.COM	316.47
	00191515	US BANK CORP PAYMENT SYS	ACT*WASHINGTON CITY/CO	315.00
	00191515	US BANK CORP PAYMENT SYS	ACT*WASHINGTON CITY/CO	315.00
	00191515	US BANK CORP PAYMENT SYS	MERCATO RISTORANTE	198.99
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	83.43
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	75.50
P0098310	00191416	CORRECTIONAL INDUSTRIES ACCTG	Logo clothing for CM office	69.62
	00191515	US BANK CORP PAYMENT SYS	TST* HOMEGROWN 1008	36.75

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	BAM*ELGL	30.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	20.41
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	14.29
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	13.45
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	12.13
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	10.56
	00191515	US BANK CORP PAYMENT SYS	RED LION HOTEL OLYMPIA	9.48
<i>Org Key: CM1200 - City Clerk</i>				
	00191515	US BANK CORP PAYMENT SYS	DELTA AIR 0062311708612	192.60
	00191515	US BANK CORP PAYMENT SYS	ALASKA AIR 0272162527827	125.00
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2045901 01/24 CC Annual	57.30
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2030032 01/17 CC Mtg Date	52.11
	00191515	US BANK CORP PAYMENT SYS	ALASKA AIR 0272162528602	47.20
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2046913 01/10 Special Mee	44.33
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2045901 CC Annual Plannin	36.30
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2030032 01/03 CC Mtg date	31.11
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2030032 1/10 CC Mtg Date	31.11
<i>Org Key: CM1300 - Sustainability</i>				
P0098330	00191407	CEDAR GROVE COMPOSTING INC	Organic Waste Service 1/2018 C	27.60
P0098330	00191407	CEDAR GROVE COMPOSTING INC	Organic Waste Service 1/2018 L	27.60
P0098219	00191495	TRAFFIC SAFETY SUPPLY	18" YIELD SIGN	12.32
<i>Org Key: CM1400 - Communications</i>				
	00191515	US BANK CORP PAYMENT SYS	POND5	44.99
<i>Org Key: CO6100 - City Council</i>				
P0098282	00191522	WRIGHT, MARCI	Council Planning Session Facil	2,500.00
	00191515	US BANK CORP PAYMENT SYS	GRUB HUB	247.69
	00191515	US BANK CORP PAYMENT SYS	GRUB HUB	215.80
	00191515	US BANK CORP PAYMENT SYS	HOMEGROWN MOTO	206.25
	00191515	US BANK CORP PAYMENT SYS	EB 46TH ANNUAL ECONOM	114.93
	00191515	US BANK CORP PAYMENT SYS	EINSTEIN BROS-ONLINE CAT	68.18
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *SCA	50.00
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	48.04
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *SCA	45.00
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0006	15.39
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P0098343	00191475	PUBLIC SAFETY TESTING INC	Firefighter Background Checks	10,238.72
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	1,010.29
P0098156	00191406	CDW GOVERNMENT INC	Scansnap ix500 Scanner	519.74
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	194.72
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	135.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	100.00
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	90.00
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	90.00
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	90.00
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	90.00
	00191515	US BANK CORP PAYMENT SYS	ISLANDER	88.41
	00191515	US BANK CORP PAYMENT SYS	INDEED	25.24

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	24.02
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	12.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON VIDEO ON DEMAND	4.39
<i>Org Key: CT1100 - Municipal Court</i>				
P0098319	00191441	INTERCOM LANGUAGE SERVICES INC	Intercom - interp services 18-	390.00
P0098277	00191468	OLSON, JOHN R	Pro tem judge 2/13/18	150.00
P0098279	00191431	GREER, J SCOTT	Pro Tem Judge 2/12/18	100.00
P0098278	00191431	GREER, J SCOTT	Pro Tem Judge	100.00
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	43.22
<i>Org Key: DS0000 - Development Services-Revenue</i>				
P0098349	00191459	MI SCHOOL DISTRICT #400	School Impact Fees for O4 2017	82,969.92
<i>Org Key: DS1100 - Administration (DS)</i>				
P0098193	00191474	PREMIER CABLING LLC	Premier Cabling Networking Fro	315.37
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *PNW-ISA	205.99
	00191515	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	185.00
	00191515	US BANK CORP PAYMENT SYS	GREEN RIVER COMMUNITY CO	180.00
	00191515	US BANK CORP PAYMENT SYS	PANDA EXPRESS #1911 T	127.60
	00191515	US BANK CORP PAYMENT SYS	STAPLES DIRECT	117.69
	00191515	US BANK CORP PAYMENT SYS	STAPLES DIRECT	117.69
	00191515	US BANK CORP PAYMENT SYS	PAYFLOW/PAYPAL	54.10
	00191515	US BANK CORP PAYMENT SYS	SI VIEW METRO PARKS	50.00
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	38.70
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	10.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM WWW.AMAZON.COM	-26.85
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
	00191515	US BANK CORP PAYMENT SYS	WA PROFESSIONAL LICENSE	132.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P0098338	00191491	STATE AUDITOR'S OFFICE	FYE2016 Audit Costs	1,223.24
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	341.94
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	110.02
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *PUGETSOUNDF	50.00
P0098209	00191518	WCIA	Notary Bond (Riddle)	40.00
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *PUGETSOUNDF	25.00
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	24.02
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	24.00
	00191515	US BANK CORP PAYMENT SYS	QUENCH USA INC	-950.40
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P0098289	00191443	KC RECORDER	SEWER LIEN RELEASE	34.00
<i>Org Key: FR1100 - Administration (FR)</i>				
P0098324	00191517	WALTER E NELSON CO	Station 91 and 92 Supplies	5,824.52
P0098264	00191494	SYSTEMS DESIGN WEST LLC	Transport Billing Fees - Janua	972.86
P0098325	00191465	NORTHWEST EMBROIDERY	Uniforms Heitman/Mandella	383.02
P0098267	00191480	RICOH USA INC (FIRE)	Copier Rental/Fire	320.87
P0098327	00191452	LAKESIDE DOORS INC	Door Repairs/Station 91	305.80
	00191515	US BANK CORP PAYMENT SYS	INT'L ASSOC OF FIRE CH	254.00
	00191515	US BANK CORP PAYMENT SYS	ATLANTA LIGHT BULBS, INC	186.18

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P0098263	00191398	ASPECT SOFTWARE INC	Monthly Maint. Fees/Telestaff	165.00
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	139.39
P0098261	00191411	COMCAST	Internet Charges/Fire	62.40
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	59.32
	00191515	US BANK CORP PAYMENT SYS	RITE AID STORE - 5197	53.31
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	50.69
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	39.56
	00191515	US BANK CORP PAYMENT SYS	CORRYS TOXIN FREE DRY	21.12
	00191515	US BANK CORP PAYMENT SYS	RITE AID STORE - 5197	15.39
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00191515	US BANK CORP PAYMENT SYS	CORRYS TOXIN FREE DRY	13.09
	00191515	US BANK CORP PAYMENT SYS	CORRYS TOXIN FREE DRY	10.56
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	10.00
<i>Org Key: FR2100 - Fire Operations</i>				
P0098265	00191483	SEA WESTERN INC	Bunker Gear/Groscost	2,629.88
P0098185	00191450	KROESENS UNIFORM COMPANY	Uniforms/Cook	354.46
P0098259	00191404	BRAKE AND CLUTCH SUPPLY NORTH	Misc. Apparatus Parts/8611	221.31
P0098268	00191405	BRAUN NORTHWEST INC.	Misc. Apparatus Parts	148.23
P0098260	00191445	KENT D BRUCE CO LLC	Misc. Apparatus Parts	36.52
P0098258	00191484	SEATTLE AUTOMOTIVE DIST INC	Misc. Apparatus Parts/7609	24.31
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P0098262	00191397	AIRGAS USA LLC	Oxygen/Fire	141.45
<i>Org Key: FR4100 - Training</i>				
	00191515	US BANK CORP PAYMENT SYS	AMAZON DIGITAL SERVICES,	10.99
<i>Org Key: FR5100 - Community Risk Reduction</i>				
	00191515	US BANK CORP PAYMENT SYS	LIFETEK, INC.	410.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	230.70
	00191515	US BANK CORP PAYMENT SYS	INT'L CODE COUNCIL INC	185.35
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	98.37
	00191515	US BANK CORP PAYMENT SYS	FIRE PROTECTION PUB WEB	92.25
	00191515	US BANK CORP PAYMENT SYS	FIRE PROTECTION PUB WEB	87.00
<i>Org Key: GGM001 - General Government-Misc</i>				
	00191515	US BANK CORP PAYMENT SYS	BENNETT'S PURE FOOD BISTR	1,161.60
P0098322	00191422	DUNBAR ARMORED	FEB18 Armored Car Service	597.36
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
	00191515	US BANK CORP PAYMENT SYS	QUENCH USA INC	1,465.20
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	1,084.09
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	537.86
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	334.76
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	50.70
<i>Org Key: IGMA02 - Alcoholism Program</i>				
P0098320	00191442	KC FINANCE	Remit Q4 2017 Liquor Profits	1,561.25
<i>Org Key: IS1100 - IGS Mapping</i>				
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	29.50
	00191515	US BANK CORP PAYMENT SYS	DIAMOND PARKING A005	18.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: IS2100 - IGS Network Administration</i>				
	00191515	US BANK CORP PAYMENT SYS	LOGMEIN*GOTOMEETING	918.19
	00191515	US BANK CORP PAYMENT SYS	WWW.CLEVERBRIDGE.NET	595.00
	00191515	US BANK CORP PAYMENT SYS	MSFT * E040052PP2	526.68
	00191515	US BANK CORP PAYMENT SYS	DRI*SERVERSCHECK	426.80
P0098270	00191396	ACCESS	DATA ENTRY, BLACK BOX STORAGE	409.70
	00191515	US BANK CORP PAYMENT SYS	SITEGROUND HOSTING	205.80
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	159.98
	00191515	US BANK CORP PAYMENT SYS	REGISTER.COM*136AAEEDJ	121.65
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	96.88
	00191515	US BANK CORP PAYMENT SYS	ACT*ACCIS MEMBERSHIP	75.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	74.42
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	61.85
P0098285	00191521	WIMACTEL INC	POLICE LOBBY PAYPHONE	60.50
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	57.81
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	57.18
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	54.23
	00191515	US BANK CORP PAYMENT SYS	FRY'S ELECTRONICS #30	43.98
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	20.75
	00191515	US BANK CORP PAYMENT SYS	AMAZON WEB SERVICES	20.32
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	18.78
	00191515	US BANK CORP PAYMENT SYS	AMAZON WEB SERVICES	13.20
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	12.00
	00191515	US BANK CORP PAYMENT SYS	MERCER ISLAND COMMUNITY	1.00
	00191515	US BANK CORP PAYMENT SYS	MERCER ISLAND COMMUNITY	1.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON WEB SERVICES	-13.20
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	-54.39
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P0098121	00191428	GRAINGER	DANGER LOCK OUT TAGS (100 PK)	54.55
P0098218	00191495	TRAFFIC SAFETY SUPPLY	STREET SIGN	79.02
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	24.02
<i>Org Key: MT2500 - ROW Administration</i>				
P0098192	00191489	SOUND SAFETY PRODUCTS	SAFETY BOOTS & MISC. WORK CLOT	289.99
	00191436	HEATH, SCOTT C	MILEAGE EXPENSE	60.27
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	33.83
<i>Org Key: MT3100 - Water Distribution</i>				
P0098295	00191466	NORTON CORROSION LIMITED LLC	INV 253557 2018 NORTH AND SOUT	1,739.00
	00191515	US BANK CORP PAYMENT SYS	GREEN RIVER COMMUNITY CO	315.00
	00191515	US BANK CORP PAYMENT SYS	WWW.SAHARAPIZZA.COM	129.80
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	8.21
<i>Org Key: MT3150 - Water Quality Event</i>				
P0098317	00191432	H D FOWLER	SOIL PIPE & VALVE STEM EXTENSI	291.60
<i>Org Key: MT3200 - Water Pumps</i>				
P0098241	00191457	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	14.29
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00191515	US BANK CORP PAYMENT SYS	AWWA EVENTS	502.50

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	96.04
P0098314	00191520	WHISTLE WORKWEAR	MISC. WORK CLOTHES	87.74
<i>Org Key: MT3400 - Sewer Collection</i>				
P94698	00191403	BEST PARKING LOT CLEANING INC	2017-18 SANITARY SEWER CCTV	7,683.50
P0097933	00191486	SEATTLE PUMP	INV 18-0292 SEWER	1,052.15
P0098242	00191486	SEATTLE PUMP	NOZZLE ATTACK TIPS	178.20
<i>Org Key: MT3500 - Sewer Pumps</i>				
P0097784	00191418	CUMMINS INC	INV 1-85235 PS #15 CHARGING UN	1,197.49
P0098243	00191427	FORESTRY SUPPLIERS INC	CHAPS ORANGE (32)	126.30
P0098241	00191457	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	36.60
P0098216	00191437	HOME DEPOT CREDIT SERVICE	PIPE FITTINGS	27.84
P0098269	00191437	HOME DEPOT CREDIT SERVICE	CONCRETE ANCHORS	19.39
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
	00191515	US BANK CORP PAYMENT SYS	AWWA EVENTS	502.50
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	24.02
<i>Org Key: MT3800 - Storm Drainage</i>				
P0098312	00191432	H D FOWLER	4" PERF PIPE & COUPLING	101.75
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P0098217	00191430	GRC/WW	AC PIPE WORK WORKSHOP	1,500.00
P0098168	00191523	XEROX CORPORATION	2018 PW BASE AND METER COPY CH	491.85
	00191515	US BANK CORP PAYMENT SYS	QDOBA 2390	331.50
	00191515	US BANK CORP PAYMENT SYS	QDOBA 2150	291.50
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	241.11
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	141.24
	00191515	US BANK CORP PAYMENT SYS	POGACHA RESTAURANT	121.45
	00191515	US BANK CORP PAYMENT SYS	POGACHA RESTAURANT	120.07
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	97.99
	00191515	US BANK CORP PAYMENT SYS	TST* HOMEGROWN 1008	96.72
	00191515	US BANK CORP PAYMENT SYS	TST* HOMEGROWN 1008	67.08
P0098183	00191417	CRYSTAL AND SIERRA SPRINGS	2018 PW WATER DELIVERY SERVICE	51.00
	00191515	US BANK CORP PAYMENT SYS	CORRYS TOXIN FREE DRY	49.28
	00191420	DEPT OF ENTERPRISES SERVICES	BUSINESS CARD PRINTING 01/2018	48.04
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	37.90
	00191515	US BANK CORP PAYMENT SYS	QFC #5819	29.26
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	26.02
	00191515	US BANK CORP PAYMENT SYS	IPM USPG	15.94
	00191515	US BANK CORP PAYMENT SYS	EINSTEIN BROS BAGELS3410	15.49
	00191515	US BANK CORP PAYMENT SYS	EINSTEIN BROS BAGELS3410	15.49
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	12.64
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	7.34
<i>Org Key: MT4200 - Building Services</i>				
	00191515	US BANK CORP PAYMENT SYS	MROSUPPLY.COM	344.31
P0098272	00191471	PART WORKS INC., THE	PLUMBING PARTS	136.77
P0098241	00191457	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	122.30
	00191515	US BANK CORP PAYMENT SYS	ABC SUPPLY CO INC 550	34.65
	00191515	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	30.70

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	29.67
	00191515	US BANK CORP PAYMENT SYS	THE HOME DEPOT #4711	18.66
<i>Org Key: MT4300 - Fleet Services</i>				
P0097948	00191469	OVERLAKE OIL	2018 FUEL DELIVERY	4,105.76
P0098290	00191464	NORTH LAKE MARINA-	REPAIR # 2140 PATROL 14 REPAIR	1,369.10
P0098294	00191459	MI SCHOOL DISTRICT #400	2018 SCHOOL DISTRICT FUEL	1,009.91
P0098256	00191421	DON SMALL & SONS OIL DIST CO	INV 506321 OIL DELIVERY	961.40
P0098299	00191400	AUTONATION INC	INV 472167 / 121110 REPAIR PAR	324.69
P88915	00191447	KIA MOTORS FINANCE	DSG 2016 KIA SOUL LEASE	263.96
P0098304	00191463	NELSON TRUCK EQUIPMENT CO INC	INV 661686 FL-0492 LIFT TRUCK	207.99
P0098286	00191492	SUPERIOR TOWING INC	FL-0463 TOWING	192.50
P0098287	00191473	PRAXAIR DISTRIBUTION INC	2018 ACETYLENE & OXYGEN TANK R	52.42
P93483	00191462	NAPA AUTO PARTS	2017 FLEET REPAIR PARTS AND	13.13
<i>Org Key: MT4403 - Customer Response - Water</i>				
	00191515	US BANK CORP PAYMENT SYS	GREEN RIVER COMMUNITY CO	210.00
	00191515	US BANK CORP PAYMENT SYS	GREEN RIVER COMMUNITY CO	210.00
	00191444	KELLEY, CHRIS M	MILEAGE EXPENSE	17.77
<i>Org Key: PO1100 - Administration (PO)</i>				
P0098193	00191474	PREMIER CABLING LLC	Premier Cabling Networking Fro	315.37
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	221.57
	00191515	US BANK CORP PAYMENT SYS	EB WA STATE ASSOCIATI	195.00
	00191515	US BANK CORP PAYMENT SYS	WSU CONF MGMT	168.00
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	145.31
	00191515	US BANK CORP PAYMENT SYS	LANDS END BUS OUTFITTERS	95.55
	00191515	US BANK CORP PAYMENT SYS	Supplies for Officer of the Ye	91.19
	00191515	US BANK CORP PAYMENT SYS	Supplies for officer of the ye	65.99
	00191515	US BANK CORP PAYMENT SYS	Supplies for Officer of the Ye	40.67
	00191515	US BANK CORP PAYMENT SYS	Supplies for officer of the ye	35.09
	00191515	US BANK CORP PAYMENT SYS	Supplies for Awards banquet	17.90
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00191515	US BANK CORP PAYMENT SYS	AIRPORTPARKINGRESERVATION	12.99
<i>Org Key: PO1350 - Police Emergency Management</i>				
	00191433	HACKETT, PAT	HAM RADIO CLASS SUPPLIES	458.90
	00191438	HOWSE JR, ELWOOD D	HAM RADIO CLASS SUPPLIES	149.56
<i>Org Key: PO1700 - Records and Property</i>				
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	166.23
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	12.00
<i>Org Key: PO2100 - Patrol Division</i>				
	00191515	US BANK CORP PAYMENT SYS	Pocket Press legal guides	333.64
	00191515	US BANK CORP PAYMENT SYS	Trail Cameras	262.77
	00191515	US BANK CORP PAYMENT SYS	DVD-R 100pk for patrol	165.52
	00191515	US BANK CORP PAYMENT SYS	Flashlight batteries	131.94
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	120.32
	00191515	US BANK CORP PAYMENT SYS	Supplies for Supervisor Meetin	93.75
	00191515	US BANK CORP PAYMENT SYS	Fuel for Staff Car #350	63.78
	00191515	US BANK CORP PAYMENT SYS	Scissors	54.10

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P0098203	00191481	RODDA PAINT CO	Paint for Patrol Hallway - Inv	49.21
	00191515	US BANK CORP PAYMENT SYS	Supplies for Supervisor Meetin	45.80
	00191515	US BANK CORP PAYMENT SYS	National Night out registratio	35.00
<i>Org Key: PO2200 - Marine Patrol</i>				
P0098160	00191440	IMTRA CORP	New Wiper Motors for Patrol 11	1,341.03
<i>Org Key: PO2201 - Dive Team</i>				
	00191515	US BANK CORP PAYMENT SYS	Dive Team Camera Maintenance	109.00
<i>Org Key: PO3100 - Investigation Division</i>				
	00191515	US BANK CORP PAYMENT SYS	Open Source Intelligence Techn	49.49
	00191515	US BANK CORP PAYMENT SYS	NASRO Annual Membership for SR	40.00
<i>Org Key: PO4100 - Firearms Training</i>				
	00191515	US BANK CORP PAYMENT SYS	Patrol rifle slings	1,270.88
	00191515	US BANK CORP PAYMENT SYS	MIPD Armory project equipment	128.97
	00191515	US BANK CORP PAYMENT SYS	Liner material-armory toolboxe	42.89
<i>Org Key: PR1100 - Administration (PR)</i>				
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	170.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	64.71
	00191515	US BANK CORP PAYMENT SYS	P&R and YFS email marketing	50.60
P0097711	00191417	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	43.54
	00191515	US BANK CORP PAYMENT SYS	Dept. survey tool	35.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	32.45
	00191515	US BANK CORP PAYMENT SYS	Sign here post its	25.29
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	18.64
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON SERVICES-KINDLE	0.66
<i>Org Key: PR2100 - Recreation Programs</i>				
P0098235	00191434	HAKOMORI, MITSUKO	Instructor fees - course #1733	417.90
	00191515	US BANK CORP PAYMENT SYS	Museum of Flight Tour Tickets.	212.00
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	209.79
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	209.50
P0098234	00191453	LEEPER, MICHAEL	Instructor fees course #17406	168.00
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	134.20
	00191515	US BANK CORP PAYMENT SYS	Leap cleaning fee.	114.75
	00191515	US BANK CORP PAYMENT SYS	Pizza for Parent's Night Out.	89.00
	00191515	US BANK CORP PAYMENT SYS	TARGET 00003392	72.12
	00191515	US BANK CORP PAYMENT SYS	STK*SHUTTERSTOCK, INC.	49.00
	00191515	US BANK CORP PAYMENT SYS	HILTON HOTELS	47.97
	00191515	US BANK CORP PAYMENT SYS	WWW.SAHARAPIZZA.COM	45.28
	00191515	US BANK CORP PAYMENT SYS	TFL PADDINGTON TIC	43.14
	00191515	US BANK CORP PAYMENT SYS	WONDERTREE 1958	35.59
	00191515	US BANK CORP PAYMENT SYS	Museum of Flight Aircraft Carr	30.00
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	20.97
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	19.99
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	19.31
	00191515	US BANK CORP PAYMENT SYS	EXCEL LONDON HOSPI	19.04
	00191515	US BANK CORP PAYMENT SYS	FOX BARS & RESTAURANTS	17.39

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	Museum of Flight Field Trip.	15.64
	00191515	US BANK CORP PAYMENT SYS	MCDONALDS	15.20
	00191515	US BANK CORP PAYMENT SYS	EXCEL LONDON HOSPI	13.23
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	11.99
	00191515	US BANK CORP PAYMENT SYS	SUBWAY	8.04
	00191515	US BANK CORP PAYMENT SYS	Tape for rec storage organizat	7.85
	00191515	US BANK CORP PAYMENT SYS	Water for Parent's Night Out.	3.29
	00191515	US BANK CORP PAYMENT SYS	HILTON HOTELS	-47.97
	00191515	US BANK CORP PAYMENT SYS	REFUND	-50.00
Org Key: PR2101 - Youth and Teen Camps				
	00191515	US BANK CORP PAYMENT SYS	Ticket deposit for Tacoma Rain	100.00
Org Key: PR2108 - Health and Fitness				
P0098237	00191482	SALZETTI, ERIC	Instructor fees - course #1726	695.10
P0098237	00191482	SALZETTI, ERIC	Instructor fees plus drop ins	665.74
P0098236	00191409	CHRISTIANSEN, ANNE	Instructor fees course #17324	645.40
P0098239	00191472	PAULETTO, MAUDE	Instructor fees - course #1727	602.70
P0098291	00191429	GRAY, KATY S.	Instructor fees - course #1755	386.40
P0098238	00191460	MIRACLE ISLAND PLLC	Instructor fees - course #1728	299.60
P0098238	00191460	MIRACLE ISLAND PLLC	Instructor fees - course #1728	282.80
P0098233	00191493	SWIFT, KAREN	Instructor fees - course #1758	268.80
P0098239	00191472	PAULETTO, MAUDE	Instructor fees plus drop-ins	212.10
P0098239	00191472	PAULETTO, MAUDE	Instructor fees - course #1727	108.50
Org Key: PR3500 - Senior Services				
	00191515	US BANK CORP PAYMENT SYS	SP * MI FAMILY KITCHEN	314.50
	00191515	US BANK CORP PAYMENT SYS	SP * MI FAMILY KITCHEN	297.50
	00191515	US BANK CORP PAYMENT SYS	SP * MI FAMILY KITCHEN	289.00
	00191515	US BANK CORP PAYMENT SYS	SP * MI FAMILY KITCHEN	280.50
	00191515	US BANK CORP PAYMENT SYS	C&C SMART FOOD52105590	131.49
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	124.43
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	92.69
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	65.92
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	54.94
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	53.87
	00191515	US BANK CORP PAYMENT SYS	COSTCO WHSE #0001	51.94
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	28.58
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	27.45
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	25.24
	00191515	US BANK CORP PAYMENT SYS	SP * MI FAMILY KITCHEN	17.00
	00191515	US BANK CORP PAYMENT SYS	WALGREENS #3733	12.28
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	11.15
	00191515	US BANK CORP PAYMENT SYS	JOANN STORES #2067	10.99
	00191515	US BANK CORP PAYMENT SYS	RITE AID STORE - 5197	10.93
	00191515	US BANK CORP PAYMENT SYS	NEW SEASONS MARKET	1.69
Org Key: PR4100 - Community Center				
P0098322	00191422	DUNBAR ARMORED	FEB18 Armored Car Service	597.36
	00191515	US BANK CORP PAYMENT SYS	DISCOUNTMUGS.COM	498.49
	00191515	US BANK CORP PAYMENT SYS	YELPINC*BIZSERVICES	350.00
	00191515	US BANK CORP PAYMENT SYS	SQ *FREEDOM SNACKS	245.96

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	"Hitting our Targets!" Exceed	225.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	208.83
	00191515	US BANK CORP PAYMENT SYS	TSUE CHONG COMPANY INC	200.00
	00191515	US BANK CORP PAYMENT SYS	TRIUMPH EXPO EVENTS	186.51
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	177.12
	00191515	US BANK CORP PAYMENT SYS	VISTAPR*VISTAPRINT.COM	142.98
	00191515	US BANK CORP PAYMENT SYS	MICEC/REC team retreat	134.20
	00191515	US BANK CORP PAYMENT SYS	NEW SEASONS MARKET	110.00
	00191515	US BANK CORP PAYMENT SYS	FRED MEYER #0665	77.92
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	70.62
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	56.39
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	52.68
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	51.68
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	50.01
	00191515	US BANK CORP PAYMENT SYS	Supplies	49.20
	00191515	US BANK CORP PAYMENT SYS	CHEESECAKE SEATTLE	48.52
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	43.99
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	42.03
	00191515	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	41.67
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	40.16
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	36.14
P0098240	00191456	MI HARDWARE - P&R	MICEC misc supplies	35.21
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	35.15
	00191515	US BANK CORP PAYMENT SYS	STARBUCKS STORE 11667	35.09
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	28.58
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	27.62
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	26.44
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	25.39
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	25.29
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	23.97
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	20.54
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	20.08
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	19.60
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	19.00
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	19.00
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	19.00
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	19.00
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	19.00
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	18.00
	00191515	US BANK CORP PAYMENT SYS	WSCC CATERING	16.25
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	15.34
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	14.43
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	14.06
	00191515	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	13.71
	00191515	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	12.83
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	12.73
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	12.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	11.61
	00191515	US BANK CORP PAYMENT SYS	WSCC CATERING	11.25
	00191515	US BANK CORP PAYMENT SYS	WSCC CATERING	11.25

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	Supplies	8.99
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	8.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	7.69
	00191515	US BANK CORP PAYMENT SYS	WSCC PFD PARKING	7.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	5.48
	00191515	US BANK CORP PAYMENT SYS	MICHAELS STORES 2118	3.30
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	-34.99
	00191515	US BANK CORP PAYMENT SYS	DISCOUNTMUGS.COM	-95.00
Org Key: PR5300 - Community Arts Support				
	00191515	US BANK CORP PAYMENT SYS	Senior social supplies	32.92
	00191515	US BANK CORP PAYMENT SYS	Senior social supplies	28.47
Org Key: PR5400 - Gallery Program				
	00191515	US BANK CORP PAYMENT SYS	SAFEWAY #2932	28.46
Org Key: PR5700 - Special Programs				
	00191515	US BANK CORP PAYMENT SYS	INGALLINA'S BOX LUNCH	156.69
	00191515	US BANK CORP PAYMENT SYS	NEW SEASONS MARKET	35.73
Org Key: PR6100 - Park Maintenance				
P0098248	00191455	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	156.39
P0098183	00191417	CRYSTAL AND SIERRA SPRINGS	2018 PW /PARKS BLDG. WATER SER	124.82
P0098243	00191427	FORESTRY SUPPLIERS INC	CHAPS ORANGE (32)	126.29
	00191515	US BANK CORP PAYMENT SYS	SQ *JONES BARBEQUE	102.40
	00191515	US BANK CORP PAYMENT SYS	BAKERY NOUVEAU - W.SEATTE	18.75
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	12.00
	00191515	US BANK CORP PAYMENT SYS	GROCERY OUTLET OF S	9.15
Org Key: PR6200 - Athletic Field Maintenance				
	00191515	US BANK CORP PAYMENT SYS	WSU PESTICIDE EDUCATION	120.00
	00191515	US BANK CORP PAYMENT SYS	SQ *JONES BARBEQUE	76.80
Org Key: PR6500 - Luther Burbank Park Maint.				
P0098273	00191496	TRU MECHANICAL INC	CU3 BLOWN FUSE	382.53
	00191515	US BANK CORP PAYMENT SYS	SQ *JONES BARBEQUE	76.80
P0098240	00191456	MI HARDWARE - P&R	Parks Maint misc supplies	14.01
Org Key: PR6600 - Park Maint-School Related				
P0098316	00191414	COMPTON LUMBER & HARDWARE INC	LUMBER & REBAR FOR BOARDER ON	890.56
P0098315	00191470	PACIFIC RIM EQUIPMENT RENTAL	WEED MOWER RENTALS	396.36
Org Key: PR6700 - I90 Park Maintenance				
	00191515	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	185.00
	00191515	US BANK CORP PAYMENT SYS	BAKERY NOUVEAU - W.SEATTE	64.00
	00191515	US BANK CORP PAYMENT SYS	TRADER JOE'S #157 QPS	13.27
Org Key: PR6800 - Trails Maintenance				
	00191515	US BANK CORP PAYMENT SYS	INTL SOC ARBORICULTURE	135.00
Org Key: VCP104 - CIP Streets Salaries				
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2048358 01/24 TIP Comment	52.11
P0098311	00191488	SOUND PUBLISHING INC	Ntc: 2048358 01/17 TIP Comment	31.11

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P0098102	00191406	CDW GOVERNMENT INC	Meraki MR53 Access Point	1,214.79
P0098102	00191406	CDW GOVERNMENT INC	Meraki MR33 Access Point	464.04
P0098102	00191406	CDW GOVERNMENT INC	Meraki Enterprise Cloud Contro	399.10
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P0096828	00191410	COLUMBIA FORD	POLICE FL-0460 REPLACEMENT	32,664.17
P0096841	00191410	COLUMBIA FORD	POLICE FL-0461 REPLACEMENT	32,664.17
P0096829	00191410	COLUMBIA FORD	POLICE FL-0462 REPLACEMENT	32,664.17
P0096830	00191410	COLUMBIA FORD	POLICE FL-0463 VEHICLE REPLACE	32,664.17
P0096831	00191410	COLUMBIA FORD	POLICE FL-0464 REPLACEMENT	32,664.17
P0097877	00191519	WEBB AUTO GROUP	ROW FL-0402 REPLACEMENT	26,987.79
P94483	00191447	KIA MOTORS FINANCE	DSG 2016 KIA SOUL LEASE	211.36
<i>Org Key: WG141E - MICEC Equipment Replacement</i>				
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	329.93
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	318.00
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	50.52
<i>Org Key: WP115S - ICP South Synthetic Field</i>				
P0098244	00191424	ECONOMY FENCE CENTER	INSTALLED FENCE FOR ISLAND CRE	10,436.80
<i>Org Key: WP122R - Vegetation Management</i>				
	00191515	US BANK CORP PAYMENT SYS	KINGCD	152.90
<i>Org Key: WP720R - Recurring Park Projects</i>				
P0098316	00191414	COMPTON LUMBER & HARDWARE INC	4 X 4 POST FOR SIGNS	455.84
P0098247	00191467	NW PLAYGROUND EQUIPMENT INC	SPINNER DRUM PAD	160.78
<i>Org Key: WR103G - Freeman Landing Construction</i>				
P0098297	00191449	KRAZAN & ASSOCIATES INC	INV 609871-5832 FREEMAN AVE	632.50
<i>Org Key: WR544C - ICW Crosswalk at SE 32nd</i>				
P0098305	00191478	PUGET SOUND ENERGY	3200 81st PL SE SIGNAL	33.45
<i>Org Key: WW535D- Booster Chlorination Station</i>				
P89617	00191435	HDR ENGINEERING INC	BOOSTER CHLORINATION STATION	24,019.54
<i>Org Key: YF1100 - YFS General Services</i>				
P0098308	00191423	EASTSIDE HUMAN SERVICES FORUM	Annual membership in EHSF	1,000.00
P0098284	00191446	KENT FINANCE, CITY OF	Share1App (contract for Human	500.00
P0098322	00191422	DUNBAR ARMORED	FEB18 Armored Car Service	283.69
	00191515	US BANK CORP PAYMENT SYS	NEW SEASONS MARKET	219.38
P0097715	00191524	XEROX CORPORATION	Lease & overage charges for b/	188.29
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *TOGETHERCEN	150.00
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	143.72
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	130.39
	00191413	COMPLETE OFFICE	OFFICE SUPPLIES JAN 2018	113.81
	00191515	US BANK CORP PAYMENT SYS	PAGLIACCI MERCER ISLAND	89.17
	00191515	US BANK CORP PAYMENT SYS	TROPHIES2GOCOM	75.54
P0097711	00191417	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB B	43.53
P0097704	00191458	MI HARDWARE - YFS	Various supplies for	32.90
	00191515	US BANK CORP PAYMENT SYS	C&C SMART FOOD52105590	31.24

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM	30.58
	00191515	US BANK CORP PAYMENT SYS	NW TRAVEL MAGAZINE	29.95
	00191515	US BANK CORP PAYMENT SYS	NW TRAVEL MAGAZINE	29.95
	00191515	US BANK CORP PAYMENT SYS	AMAZON.COM AMZN.COM/BILL	28.63
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	28.03
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00191515	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND R	15.00
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	12.00
	00191515	US BANK CORP PAYMENT SYS	EINSTEIN BROS BAGELS3410	10.19
	00191515	US BANK CORP PAYMENT SYS	QFC #5839	7.14
Org Key: YF1200 - Thrift Shop				
P0098322	00191422	DUNBAR ARMORED	FEB18 Armored Car Service	601.94
	00191515	US BANK CORP PAYMENT SYS	COSTCO *BUS DELIV 115	432.78
P0098271	00191415	CONTRACT HARDWARE	REPAIRED FRONT DOOR LATCH	364.10
	00191515	US BANK CORP PAYMENT SYS	COSTCO *BUS DELIV 115	353.06
	00191515	US BANK CORP PAYMENT SYS	INDEED	219.08
	00191515	US BANK CORP PAYMENT SYS	ULINE *SHIP SUPPLIES	101.46
	00191524	XEROX CORPORATION	PRINTER SUPPLIES	70.62
	00191515	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	45.00
	00191515	US BANK CORP PAYMENT SYS	MOOD PANDORA	29.51
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS WWW.	15.94
	00191515	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	2.97
Org Key: YF2100 - School/City Partnership				
P0097703	00191479	REGIONAL TOXICOLOGY SERVICES	Lab fees for C.Harnish clients	30.45
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *NWCHILDRENS	20.00
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *NWCHILDRENS	20.00
	00191515	US BANK CORP PAYMENT SYS	PAYPAL *NWCHILDRENS	20.00
Org Key: YF2500 - Family Counseling				
	00191515	US BANK CORP PAYMENT SYS	COB CONFERENCE SVCS	100.00
Org Key: YF2600 - Family Assistance				
P0098309	00191490	ST MONICA PARISH SCHOOL	Preschool scholarship for EA c	1,528.80
P0098307	00191391	HADLEY APARTMENTS	Rental assistance for EA clien	1,000.00
P0098306	00191451	LAKESHORE CORPORATION	Partial rent payment for EA cl	312.00
P0097804	00191477	PUGET SOUND ENERGY	Utility Assistance for Emergen	271.46
	00191515	US BANK CORP PAYMENT SYS	ORCA KCM ONLINE SALES 40	117.00
P0097804	00191476	PUGET SOUND ENERGY	Utility Assistance for Emergen	92.60
Org Key: YF2800 - Fed Drug Free Communities Gran				
	00191515	US BANK CORP PAYMENT SYS	P&R and YFS email marketing	75.91
	00191515	US BANK CORP PAYMENT SYS	EIG*HOMESTEAD	21.99
Total				452,708.81



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING **12.23.17**
PAYROLL DATED **1.5.2018**

Net Cash	\$	485,553.92
Net Voids/Manuals	\$	14,268.83
Net Total	\$	499,822.75
Federal Tax Deposit - Key Bank	\$	98,924.35
Social Security and Medicare Taxes	\$	47,609.12
Medicare Taxes Only (Fire Fighter Employees)	\$	2,047.99
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	27,633.52
Public Employees Retirement System 3 (PERS 3)	\$	5,755.37
Public Employees Retirement System (PERSJM)	\$	742.87
Public Safety Employees Retirement System (PSERS)	\$	183.26
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	25,787.20
Regence & LEOFF Trust - Medical Insurance	\$	12,782.98
Domestic Partner/Overage Dependent - Insurance	\$	1,616.61
Group Health Medical Insurance	\$	1,194.80
Health Care - Flexible Spending Accounts	\$	2,283.37
Dependent Care - Flexible Spending Accounts	\$	2,153.86
United Way	\$	355.00
ICMA Deferred Compensation	\$	34,879.43
Fire 457 Nationwide	\$	15,755.10
Roth - ICMA	\$	50.00
Roth - Nationwide	\$	620.00
401K Deferred Comp	\$	2,000.00
Garnishments (Chapter 13)	\$	1,331.00
Child Support	\$	599.99
Mercer Island Employee Association	\$	163.75
Cities & Towns/AFSCME Union Dues	\$	-
Police Union Dues	\$	68.68
Fire Union Dues	\$	1,791.88
Fire Union - Supplemental Dues	\$	148.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	627.85
AFLAC - Supplemental Insurance Plans	\$	806.74
Coffee Fund	\$	98.00
Transportation	\$	125.00
HRA - VEBA	\$	4,307.47
Miscellaneous	\$	-
Nationwide Extra	\$	1,500.00
GET	\$	300.00
Tax & Benefit Obligations Total	\$	294,243.19

TOTAL GROSS PAYROLL	\$ 794,065.94
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

Charles L. Conder

 Finance Director

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

 Mayor

 Date



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING **1.12.18**
PAYROLL DATED **1.19.18**

Net Cash	\$	500,765.81
Net Voids/Manuals	\$	61,205.35
Net Total	\$	561,971.16
Federal Tax Deposit - Key Bank	\$	103,819.12
Social Security and Medicare Taxes	\$	51,432.43
Medicare Taxes Only (Fire Fighter Employees)	\$	2,381.37
Public Employees Retirement System 1 (PERS 1)		
Public Employees Retirement System 2 (PERS 2)	\$	29,457.41
Public Employees Retirement System 3 (PERS 3)	\$	6,473.86
Public Employees Retirement System (PERSJM)	\$	764.36
Public Safety Employees Retirement System (PSERS)	\$	183.11
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	25,837.70
Regence & LEOFF Trust - Medical Insurance	\$	12,697.66
Domestic Partner/Overage Dependand - Insurance	\$	1,059.21
Group Health Medical Insurance	\$	1,224.79
Health Care - Flexible Spending Accounts	\$	2,321.83
Dependent Care - Flexible Spending Accounts	\$	2,153.86
United Way	\$	355.00
ICMA Deferred Compensation	\$	47,792.64
Fire 457 Nationwide	\$	16,232.10
Roth - ICMA	\$	50.00
Roth - Nationwide	\$	620.00
401K Deferred Comp	\$	4,000.00
Garnishments (Chapter 13)	\$	1,331.00
Child Support	\$	599.99
Mercer Island Employee Association	\$	321.25
Cities & Towns/AFSCME Union Dues	\$	2,640.67
Police Union Dues	\$	2,225.72
Fire Union Dues	\$	1,870.34
Fire Union - Supplemental Dues	\$	151.00
Standard - Supplemental Life Insurance	\$	317.90
Unum - Long Term Care Insurance	\$	627.85
AFLAC - Supplemental Insurance Plans	\$	806.74
Coffee Fund	\$	98.00
Transportation	\$	125.00
HRA - VEBA	\$	4,115.20
Miscellaneous	\$	-
Nationwide Extra	\$	-
GET	\$	300.00
Tax & Benefit Obligations Total	\$	324,387.11

TOTAL GROSS PAYROLL	\$ 886,358.27
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

Charles L. Corder

Finance Director

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

Mayor

Date



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING **1.26.18**
PAYROLL DATED **2.2.18**

Net Cash	\$	518,652.52
Net Voids/Manuals	\$	21,690.91
Net Total	\$	540,343.43
Federal Tax Deposit - Key Bank	\$	84,133.22
Social Security and Medicare Taxes	\$	48,044.73
Medicare Taxes Only (Fire Fighter Employees)	\$	2,524.65
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	29,411.09
Public Employees Retirement System 3 (PERS 3)	\$	5,754.72
Public Employees Retirement System (PERSJM)	\$	764.36
Public Safety Employees Retirement System (PSERS)	\$	190.00
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	25,710.68
Regence & LEOFF Trust - Medical Insurance	\$	12,545.21
Domestic Partner/Overage Dependand - Insurance	\$	1,337.91
Group Health Medical Insurance	\$	1,254.78
Health Care - Flexible Spending Accounts	\$	2,318.33
Dependent Care - Flexible Spending Accounts	\$	2,153.86
United Way	\$	105.00
ICMA Deferred Compensation	\$	34,320.16
Fire 457 Nationwide	\$	17,003.41
Roth - ICMA	\$	50.00
Roth - Nationwide	\$	620.00
401K Deferred Comp	\$	4,000.00
Garnishments (Chapter 13)	\$	1,331.00
Child Support	\$	599.99
Mercer Island Employee Association	\$	317.50
Cities & Towns/AFSCME Union Dues	\$	-
Police Union Dues	\$	82.31
Fire Union Dues	\$	1,870.34
Fire Union - Supplemental Dues	\$	151.00
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	627.85
AFLAC - Supplemental Insurance Plans	\$	806.74
Coffee Fund	\$	96.00
Transportation	\$	125.00
HRA - VEBA	\$	4,526.75
Miscellaneous	\$	-
Nationwide Extra	\$	-
GET	\$	300.00
Tax & Benefit Obligations Total	\$	283,076.59

TOTAL GROSS PAYROLL	\$ 823,420.02
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

Charles L. Corder

 Finance Director

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

 Mayor Date



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING **2.9.18**
PAYROLL DATED **2.16.18**

Net Cash	\$	515,412.18
Net Voids/Manuals	\$	12,180.78
Net Total	\$	527,592.96

Federal Tax Deposit - Key Bank	\$	80,876.55
Social Security and Medicare Taxes	\$	47,437.96
Medicare Taxes Only (Fire Fighter Employees)	\$	2,258.07
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	29,119.08
Public Employees Retirement System 3 (PERS 3)	\$	5,790.07
Public Employees Retirement System (PERSJM)	\$	764.36
Public Safety Employees Retirement System (PSERS)	\$	183.26
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	25,645.30
Regence & LEOFF Trust - Medical Insurance	\$	12,678.25
Domestic Partner/Overage Dependant - Insurance	\$	1,337.91
Group Health Medical Insurance	\$	1,224.79
Health Care - Flexible Spending Accounts	\$	2,318.33
Dependent Care - Flexible Spending Accounts	\$	1,961.55
United Way	\$	105.00
ICMA Deferred Compensation	\$	34,752.05
Fire 457 Nationwide	\$	16,601.89
Roth - ICMA	\$	50.00
Roth - Nationwide	\$	620.00
401K Deferred Comp	\$	4,000.00
Garnishments (Chapter 13)	\$	1,331.00
Child Support	\$	599.99
Mercer Island Employee Association	\$	317.50
Cities & Towns/AFSCME Union Dues	\$	2,640.67
Police Union Dues	\$	2,236.86
Fire Union Dues	\$	1,870.34
Fire Union - Supplemental Dues	\$	151.00
Standard - Supplemental Life Insurance	\$	317.90
Unum - Long Term Care Insurance	\$	911.85
AFLAC - Supplemental Insurance Plans	\$	806.74
Coffee Fund	\$	94.00
Transportation	\$	125.00
HRA - VEBA	\$	4,237.77
Miscellaneous		
Nationwide Extra		
GET	\$	300.00
Tax & Benefit Obligations Total	\$	283,665.04

TOTAL GROSS PAYROLL	\$ 811,258.00
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

Charles L. Conder

Finance Director

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

Mayor

Date



CITY OF MERCER ISLAND CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING **12.29.17**
PAYROLL DATED **12.31.17**

Net Cash	\$	-
Net Voids/Manuals	\$	40,529.54
Net Total	\$	40,529.54

Federal Tax Deposit - Key Bank	\$	2,861.90
Social Security and Medicare Taxes	\$	4,876.58
Medicare Taxes Only (Fire Fighter Employees)	\$	-
Public Employees Retirement System 1 (PERS 1)	\$	-
Public Employees Retirement System 2 (PERS 2)	\$	4,303.51
Public Employees Retirement System 3 (PERS 3)	\$	472.78
Public Employees Retirement System (PERSJM)	\$	-
Public Safety Employees Retirement System (PSERS)	\$	-
Law Enforc. & Fire fighters System 2 (LEOFF 2)	\$	(1,665.65)
Regence & LEOFF Trust - Medical Insurance	\$	-
Domestic Partner/Overage Dependand - Insurance	\$	-
Group Health Medical Insurance	\$	-
Health Care - Flexible Spending Accounts	\$	(38.46)
Dependent Care - Flexible Spending Accounts	\$	-
United Way	\$	-
ICMA Deferred Compensation	\$	25.00
Fire 457 Nationwide	\$	-
Roth - ICMA	\$	-
Roth - Nationwide	\$	-
401K Deferred Comp	\$	-
Garnishments (Chapter 13)	\$	-
Child Support	\$	-
Mercer Island Employee Association	\$	-
Cities & Towns/AFSCME Union Dues	\$	-
Police Union Dues	\$	-
Fire Union Dues	\$	(48.46)
Fire Union - Supplemental Dues	\$	(6.00)
Standard - Supplemental Life Insurance	\$	-
Unum - Long Term Care Insurance	\$	(26.10)
AFLAC - Supplemental Insurance Plans	\$	5.18
Coffee Fund	\$	-
Transportation	\$	-
HRA - VEBA	\$	(141.24)
Miscellaneous		
Nationwide Extra		
Tax & Benefit Obligations Total	\$	10,619.04

TOTAL GROSS PAYROLL	\$	51,148.58
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.

Charles L. Corder

Finance Director

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

Mayor

Date



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

**AB 5381
March 6, 2018
Study Session**

GENERAL SEWER PLAN UPDATE

Action:
Receive presentation. No action required.

- Discussion Only
- Action Needed:
 - Motion
 - Ordinance
 - Resolution

DEPARTMENT OF

Public Works (Anne Tonella-Howe)

COUNCIL LIAISON

David Wisenteiner

EXHIBITS

1. Sewer System Vicinity Map
2. Draft 20-year Capital Improvement Program

2017-2018 CITY COUNCIL GOAL

6. Address Outdated City Codes 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 only necessary when conditions within the City have changed.

The current General Sewer 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.

In late 2015, an update to the General Sewer Plan (Plan) began. The City hired Carollo Engineers, an engineering firm specializing in water and wastewater services, to assist staff with updating the Plan. The cost for consultant services for this plan is \$155,000.

Information from four of the drafted chapters; *Planning Considerations, Existing System, Collection System Analysis, and Operations and Maintenance* was previously presented to the Utility Board (March 14, 2017) and the City Council (April 3, 2017).

The *Capital Improvement Plan (CIP)* and *Financial Program* chapters are now complete. These chapters were reviewed with the Utility Board at their January 16, 2018 meeting. Information from these two chapters will be presented on Tuesday night. Lara Kammereck, vice president and Dan Reisinger, project manager

with Carollo Engineers will present on overview of the CIP chapter. Staff will discuss the capital reinvestment needs for the 20-year planning horizon.

EXISTING SYSTEM

The City's sewer system is a complex system that is nearing the end of its projected useful life. It is comprised of 115 miles of collection system (pipes), 2,446 manholes, 16.7 miles of Lakeline, 17 pump stations and a flush station. Much of this system was originally constructed in the late 1950s and early 1960s under three utility local improvement districts (ULIDs) by the Mercer Island Sewer District.

The City takes advantage of the steep slopes and topography of the Island by relying on gravity flow for much of the collection system. A significant portion of the collection system, carrying flow from the spine of the Island to the lake, are in watercourse ravines that are difficult to access. Portions of the sewer system are also located in the backyards of homes ('backyard sewers') where these mains are inaccessible, but still require maintenance, cleaning, or replacement and repairs.

A major feature of the collection system is the Lakeline system, which utilizes 17 pump stations, a flush station, and sewer mains to convey the flow around the perimeter of the Island. The Lakeline system discharges the flow into King County facilities located on the Island, which is then conveyed to the County's South Treatment Plant located in Renton (see Exhibit 1). The Lakeline system has extremely limited access which restricts staff's ability to clean or inspect the line. Access to pump stations is restricted in some locations due to private property encroachment into utility easements, while other pump stations do not have easements for access. In addition, the topography of the Island and location of the pump stations makes access challenging for crews (steep slopes or stairs).

PURPOSE OF THE PLAN

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.

REINVESTMENT NEEDS

Since efforts to update the General Sewer Plan began in late 2015, staff have had opportunities to begin implementation of specific action items to help gain a better understanding of the system. Beginning with the 2017-2018 CIP, several projects to assess the system to confirm future needs began. Currently staff are working on the following projects to gain a better understanding of the system and to help further define future reinvestment needs:

- Supervisory Control and Data Acquisition and Telemetry (SCADA System) Upgrade
- Lakeline Access evaluation (scheduled for 2018)
- Pump Station Access evaluation (scheduled for 2018)
- Flow monitoring at specific localized sites
- Implementation of the Enterprise Asset Management System (EAMS)

Information gained from these projects will be critical to understanding future reinvestment needs and timing projections for capital expenditures.

The first two years (2019 and 2020) of the draft 20-year CIP (see Exhibit 2) includes further evaluation and assessment of the sewer system to define needs and problem areas. As discussed previously at the April 3, 2017 Council meeting (AB 5276), the hydraulic flow model was only utilized in the Town Center for this planning effort. Establishing ongoing pipe flow monitoring and pump station monitoring, conducting

comprehensive inflow/infiltration (I/I) evaluation, and completing a hydraulic model for the full Island are scheduled to be completed during the 2019-2020 biennium.

Over the 20-year CIP planning horizon, significant investment has been programmed for the repair or replacement of the Lakeline, investment in conveyance pipe replacement (R&R) program, and investment in pump station rehabilitation.

FINANCIAL FORECAST

A requirement of all sewer plans is to demonstrate the City's ability to afford system improvements. The sewer utility is designed to operate like a business, charging rates for removing sewage from residential and commercial properties. The City approaches funding of the utility on a pay as you go basis. Rates are developed to generate the cash needed to maintain, operate and reinvest in the sewer utility. The financial information in this Plan is not a rate study, rather it demonstrates under one financing scenario the City's ability to afford reinvestment in the sewer infrastructure for the first 6 years of the 20-year CIP. How and when these projects are funded remains a future Council discussion as additional information concerning reinvestment is completed (Lakeline Assessment and Pump Station Accessibility).

The 2019-2020 biennial budget development process will begin with the 2019-2024 CIP kick-off at the March 6, 2018 Council meeting. The Council will have the opportunity to review and provide input on proposed capital projects, including specific sewer projects from the updated General Sewer Plan, at the CIP Preview (June 19, 2018) and again at the CIP Review of the Preliminary Budget (November 6, 2018). Approval of capital project funding beyond 2020 will occur as part of future biennial budget discussions and rates will continue to be reviewed by the Utility Board and set by the City Council annually.

NEXT STEPS

Following Council's review, the final draft Plan will be submitted for State Environmental Policy Act (SEPA) review and will be available on the City's website for public review and comment. It is anticipated the public comment period will be open for 30 days. Once comments have been received and incorporated, the final draft Plan will be submitted to the Department of Ecology (DOE) for agency review. Comments from DOE will be addressed, and the Plan will return to Council for adoption (expected summer 2018).

RECOMMENDATION

Assistant City Engineer

No action required. Receive presentation.

Mercer Island Sewer System



PS Pump Stations

— King County Sewer Main
— Mercer Island Lakeline Sewer Main

Sewer Main Size:

- 10" or Larger
- 8"
- 6" or Smaller

Shorewood
Pressurized/Forced Main:
- - - King County
- - - Mercer Island





City of Mercer Island
General Sewer Plan
Capital Improvement Program



Unprotect password: CIP

Capital Improvement Program Summary															
Project No.	Project Name	Total CIP Cost Estimate	CIP Phasing										Project Type		
			2019	2020	2021	2022	2023	2024	Short-term (2019-2024)	Mid-term (2025-2028)	Long-term (2029-2038)	Capacity	Non-Capacity		
General		\$ 1,779,600	\$ 279,800	\$ 138,800	\$ 104,000	\$ -	\$ -	\$ 104,000	\$ -	\$ -	\$ 626,600	\$ 300,500	\$ 852,500	0%	100%
G-1	Pipe Flow Monitoring	\$ 1,040,000	\$ 104,000	\$ -	\$ 104,000	\$ -	\$ -	\$ 104,000	\$ -	\$ -	\$ 312,000	\$ 208,000	\$ 520,000	0%	100%
G-2	Comprehensive Hydraulic Model Development	\$ 360,800	\$ 175,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,800	\$ 92,500	\$ 92,500	0%	100%
G-3	Comprehensive I/I Evaluation	\$ 138,800	\$ -	\$ 138,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,800	\$ -	\$ -	0%	100%
G-4	General Sewer Plan Update	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000	\$ -	0%	100%
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	\$ -	\$ -	0%	100%
P-1	W Mercer Way Pipe Upsize	\$ 118,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,800	\$ -	\$ -	0%	100%
P-2	Shorecliff Ln Pipe Upsize	\$ 146,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,800	\$ -	\$ -	0%	100%
P-3	Mercerdale Park Pipe Upsize	\$ 315,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 315,200	\$ -	\$ -	\$ 315,200	\$ -	\$ -	0%	100%
P-4	SE 32nd St Pipe Upsize	\$ 75,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,800	\$ -	\$ -	0%	100%
P-5	77th Ave SE and SE 27th St Intersection Reconfiguration	\$ 74,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,000	\$ -	0%	100%
P-6	SE 24th St Pipe Upsize	\$ 117,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,500	\$ -	\$ -	0%	100%
P-7	74th Ave SE Upsize	\$ 3,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,700	\$ -	0%	100%
P-8	I-90 Trail Pipe Surcharge	\$ 107,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,900	\$ -	0%	100%
P-9	Backyard Sewer System Improvements	\$ 804,900	\$ 37,000	\$ 231,300	\$ 37,000	\$ 231,300	\$ 37,000	\$ 231,300	\$ 804,900	\$ -	\$ -	\$ -	\$ -	0%	100%
P-10	Comprehensive Pipeline R&R Program	\$ 66,400,000	\$ 300,000	\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,250,000	\$ 18,328,600	\$ 45,821,400	\$ -	\$ -	0%	100%
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	\$ -	\$ -	0%	100%
PS-1	WS712P Pump Station Accessibility Improvements	\$ 444,000	\$ 37,000	\$ 74,000	\$ 37,000	\$ 74,000	\$ 37,000	\$ 74,000	\$ 333,000	\$ 111,000	\$ -	\$ -	\$ -	0%	100%
PS-2	Generator Replacement	\$ 1,387,500	\$ 92,500	\$ 92,500	\$ 92,500	\$ 92,500	\$ -	\$ -	\$ 370,000	\$ 92,500	\$ 925,000	\$ -	\$ -	0%	100%
PS-3	Pump Station Monitoring	\$ 971,400	\$ -	\$ 129,500	\$ 194,300	\$ 194,300	\$ 194,300	\$ 259,000	\$ 971,400	\$ -	\$ -	\$ -	\$ -	0%	100%
PS-4	PS 23, 24, 25 Capacity Improvements	\$ 1,961,000	\$ 370,000	\$ 111,000	\$ 740,000	\$ 740,000	\$ -	\$ -	\$ 1,961,000	\$ -	\$ -	\$ -	\$ -	0%	100%
PS-5	Pump Station R&R Improvements	\$ 4,440,000	\$ -	\$ -	\$ -	\$ -	\$ 555,000	\$ -	\$ 555,000	\$ -	\$ 1,110,000	\$ 2,775,000	\$ -	0%	100%
PS-6	WS713T Telemetry/SCADA Upgrades and Maintenance	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,250,000	\$ -	\$ -	0%	100%
Lakeline		\$ 38,355,000	\$ 185,000	\$ 370,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 495,000	\$ 1,915,000	\$ 6,195,000	\$ 30,245,000	\$ -	\$ -	0%	100%
L-1	WS711C Lakeline Access	\$ 2,350,000	\$ 185,000	\$ 185,000	\$ -	\$ -	\$ 495,000	\$ 495,000	\$ 1,360,000	\$ 495,000	\$ 495,000	\$ -	\$ -	0%	100%
L-2	Lakeline Condition Assessment	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	0%	100%
L-3	Reach 4 Lakeline Replacement	\$ 4,255,000	\$ -	\$ 185,000	\$ 185,000	\$ 185,000	\$ -	\$ -	\$ 555,000	\$ 3,700,000	\$ -	\$ -	\$ -	0%	100%
L-4	Lakeline R&R Program	\$ 27,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,750,000	\$ -	\$ -	0%	100%
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	\$ -	\$ -	\$ -	\$ 120,753,100
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	\$ -	\$ -	\$ -	\$ 6,038,000



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5400
March 6, 2018
Special Business

WOMEN'S HISTORY MONTH & INTERNATIONAL WOMEN'S DAY PROCLAMATION

Action: Proclaim March 2018 as Women's History Month and March 8, 2018 as International Women's Day in the City fo Mercer Island.

- Discussion Only
Action Needed:
Motion
Ordinance
Resolution

Table with 2 columns: Category and Value. Rows include DEPARTMENT OF (City Manager), COUNCIL LIAISON (n/a), EXHIBITS (1. Women's History Month & International Women's Day Proclamation), 2017-2018 CITY COUNCIL GOAL (n/a), and APPROVED BY CITY MANAGER.

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

SUMMARY

In 1987 the US Congress designated March as National Women's History Month. This creates a special opportunity in our schools, our workplaces, and our communities to recognize and celebrate the often-overlooked achievements of American women.

International Women's Day (March 8) is a global day celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity. International Women's Day (IWD) has occurred for well over a century.

This proclamation recognizes that Women's History Month celebrates that American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our nation and that International Women's Day is a time to reflect on progress made, to call for change and to celebrate acts of courage and determination by ordinary women who have played an extraordinary role in the history of their countries and communities

Accepting the proclamation are Dr. Lisa Chin, Myra Lupton, Amanda Clark, Dana Berejka, and Julia Graham.

Prior to joining Boys & Girls Clubs of King County as the President/CEO, Dr. Lisa Chin was founder and executive director of Year Up Puget Sound, a job training and internship program that helps low-income young adults with education and career opportunities. She has also served as the executive director of Jubilee Women's Center in Seattle, a provider of transitional housing for homeless women. Lisa is a director of Threshold Group, a private wealth management firm and also chairs the board of Bellevue College, the third largest college in Washington State.

Myra Lupton's involvement in the community, at all levels, is remarkable. She exemplifies what it means to be a community volunteer and Island resident. Myra has tireless energy to spread the word about the good things MIYFS and the City is doing for the community—on the many boards and committees she serves in, with her neighbors, with people new to the Island, and among her many friends and acquaintances. Her thoughtful and eloquent comments and feedback are always on point and her time spent recognizing the efforts of others is appreciated by all who receive it.

Amanda Clark has been actively involved in many facets of Island life. She served on the Mercer Island Arts Council for six years and as President of the Friends of Luther Burbank Park, which supports environmental restoration, erosion control of the shoreline and wetlands improvement efforts in the Park. Amanda is a past President of the League of Women Voters of Seattle-King County and is still active in the Mercer Island unit. She also fought tirelessly when the PEAK project was proposed to keep traffic managed and safety first in her neighborhood.

Dana Berejka and Julia Graham are two of the three co-Presidents of the Gender Equality Club at the Mercer Island High School. The Gender Equality Club is a student group committed to studying feminism, educating themselves and others on the historical and current challenges facing women and putting into action their ideals of commitment to women's equality through community service and action. Julia is also a member of the MIHS Diversity Action Team, a French Horn player for the high school marching and concert bands, and a hostess at Mioposto Pizzeria on the island. Dana works with MIYFS on their Alcohol, Tobacco, and Other Drugs Prevention Board. She is also ASB PR Coordinator at the high school and in her free time she enjoys playing softball and volunteering in the local community and also abroad.

RECOMMENDATION

City Manager

Mayor presents the proclamation and proclaims March 2018 as Women's History Month and March 8, 2018 as International Women's Day in the City of Mercer Island.



City of Mercer Island, Washington

Proclamation

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways and served as early leaders in the forefront of every major progressive social change movement;

WHEREAS, American women have played and continue to play critical economic, cultural, and social role in every sphere of life by constituting a significant portion of the labor force working inside and outside of the home and by providing the majority of the volunteer labor force of the Nation;

WHEREAS, the 2018 National Women's History theme, "**Nevertheless She Persisted: Honoring Women Who Fight Against All Forms of Discrimination Against Women**" presents the opportunity to honor women who have shaped America's history and its future through their tireless commitment to ending discrimination against women and girls;

WHEREAS, International Women's Day is a time to reflect on progress made, to call for change and to celebrate acts of courage and determination by ordinary women who have played an extraordinary role in the history of their countries and communities;

WHEREAS, now, more than ever, there's a strong call-to-action to press forward and progress gender parity. There's a strong call to **#PressforProgress** motivating and uniting friends, colleagues and whole communities to think, act and be gender inclusive; and

WHEREAS, this year, International Women's Day comes on the heels of unprecedented global movement for women's rights, equality and justice. Sexual harassment, violence and discrimination against women has captured headlines and public discourse, propelled by a rising determination for change.

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

March 2018 as

WOMEN'S HISTORY MONTH

and March 8, 2018 as

INTERNATIONAL WOMEN'S DAY

in the City of Mercer Island and urge all Islanders take the opportunity to empower women in all settings, rural and urban, and celebrate the activists who are working relentlessly to claim women's rights and realize their full potential.

APPROVED, this 6th day of March 2018

Mayor Debbie Bertlin



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

**AB 5379
March 6, 2018
Consent Calendar**

**2018-2020 POLICE & POLICE SUPPORT
COLLECTIVE BARGAINING
AGREEMENTS**

Action:
Approve the 2018-2020 Collective Bargaining Agreements for the Police & Police Support Bargaining Units

- Discussion Only
- Action Needed:
 - Motion
 - Ordinance
 - Resolution

DEPARTMENT OF	Human Resources (Kryss Segle)
COUNCIL LIAISON	n/a
EXHIBITS	<ol style="list-style-type: none"> 1. Proposed Police Collective Bargaining Agreement for January 1, 2018 to December 31, 2020 2. Proposed Police Support Collective Bargaining Agreement for January 1, 2018 to December 31, 2020
2017-2018 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

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

SUMMARY

For the past several months, a City bargaining team has been meeting with members of the Mercer Island Police Association (“MIPA”) and their attorney to discuss successor labor agreements for the Police Commissioned and Police Support bargaining units. The MIPA Commissioned bargaining unit is comprised of 28 union members, including 7 sergeants, 4 corporals, and 17 officers. The MIPA support bargaining unit is comprised of 1.5 Records Clerks, 1 half-time Evidence Technician, 1 Marine Patrol Technician, and 1 Police Support Officer.

The City’s negotiation team is comprised of Police Chief Ed Holmes, City Attorney Kari Sand, Human Resources Director Kryss Segle, Commander Dave Jokinen, and Commander Jeff Magnan. Although the current Police and Police Support collective bargaining agreements (CBAs) expired on December 31, 2017, the status quo remains until the Council approves new CBAs. The MIPA and City bargaining teams reached a tentative agreement on the new CBAs on November 1, 2017. The MIPA membership ratified the tentative agreement on February 26, 2018. The tentative agreement includes medical plan and salary changes that fall below the 2018 budget estimate, as further explained herein.

MEDICAL PLAN CHANGES

Going into bargaining, the primary focus for both parties was to identify replacement medical insurance options due to the elimination of the two non-deductible medical insurance plans currently offered to the Police and Police Support bargaining unit employees. The City provides insurance coverage to most of its

employees through the Association of Washington Cities' (AWC) Benefits Trust (Trust). The Trust offers several medical plans to its membership cities through Regence Blue Shield (Regence) and Kaiser Permanente (Kaiser). Effective January 1, 2018, the Trust eliminated its two most expensive health insurance plans offered through Regence and Kaiser. Accordingly, employers who insured their union-affiliated employees on these plans were obligated to negotiate substantially similar replacement plans to take effect January 1, 2018.

Through the negotiation process, the parties agreed to move the Police bargaining groups' insurance coverage from the AWC Trust plans to the LEOFF¹ Health and Welfare Trust (LEOFF Trust) plans. The LEOFF Trust offers medical, dental and vision insurance exclusively to police and fire department employees in the State of Washington. The City's firefighters have received medical, dental, and vision insurance through the LEOFF Trust since 2011. The LEOFF Trust offers a menu of insurance plans through Premera Blue Cross. The parties tentatively agreed to provide insurance to the Police Department employees through the LEOFF Trust's Premera Blue Cross, Plan F (Plan F). Because the LEOFF Trust's Plan F is less generous than the discontinued 2017 AWC Trust insurance plans, the 2018 premiums for Plan F are less expensive than the premiums for the 2017 AWC Trust's insurance plans, which results in savings to the City and greater out-of-pocket expenses to Police Department employees.

To recognize the greater out-of-pocket expenses to Police Department employees associated with the Premera Plan F, the parties agreed to accompany the new insurance plan with a Health Retirement Savings account (HRA) in an annual amount of \$1,200. Additionally, the parties agreed to provide the bargaining unit employees with an additional, one-time, front-loaded HRA benefit of \$1,250, which is covered by the 2018 budgeted benefits savings realized by the discontinuation of the AWC Trust insurance plans and the switch to the new, less generous Premera Plan F.

The approved 2018 budget for medical, dental, and vision insurance for the City's Police and Police Support employees is approximately \$849,000. The projected cost for providing the tentatively agreed upon insurance benefits described above is \$793,000, which results in **a savings of approximately \$56,000 in 2018.**

A tentative agreement has been reached for a 3-year contract term with both bargaining units. The financial impacts of the agreements are outlined below and fall below the existing 2018 budget for the Police Department.

SALARY CHANGES

2017 salaries for both Police and Police Support employees were near or at the midpoint of the market, and therefore, would neither require nor support increases based on market conditions. Base salaries and benefits for Commissioned (Non-Support) Police employees in 2017 equaled \$3,948,958.

Police Collective Bargaining Agreement (CBA)

First Year:

- Apply COLA (cost of living adjustment) of 3.17% (100% of CPI-W Semi-Annual Index) effective 1/1/2018 (existing contract language). **Cost: \$70,077**
- Reclassify the position of Emergency Manager / Crime Prevention Officer to a classification equal to that of Police Sergeant. This change in classification is in recognition of the responsibilities associated with the position, particularly with the Emergency Management function, which is the majority of the job duties. While the Emergency Manager will not have supervisory authority within the chain of command, the position does have supervisory authority and responsibility over all of the citizen volunteers. Additionally, a salary study was conducted,

¹ "LEOFF" stands for Law Enforcement Officers and Fire Fighters.

which confirmed that the reclassification and salary adjustment of this position is supported by the comparable market. **Cost: \$17,327**

- Move to a less expensive medical insurance plan option. Provide an annual HRA account in the amount of \$1,200 per employee, and use additional cost savings to provide a one-time, front-loaded HRA contribution of \$1,250 to each employee. **Cost SAVINGS: \$56,000**
- Restructure holiday hours to align with the Department's 12-hour work schedule and with the comparable market. **No Financial Impact.**

The costs outlined above were built into the approved 2017/2018 Biennial Budget.

Second Year:

- Receive COLA based on 100% of the CPI-W Semi-Annual Index. **Cost: Unknown at this time**

Third Year:

- Receive COLA based on 100% of the CPI-W Semi-Annual Index. **Cost: Unknown at this time**

The Police Support Unit is comprised of 4 union members who fill the positions of 1.5 Records Clerks, 1 half-time Evidence Technician, 1 Marine Patrol Technician, and 1 Police Support Officer. Base salaries and benefits for the Police Support Unit in 2017 equaled \$438,965.

Police Support Collective Bargaining Agreement (CBA)

First Year:

- Apply COLA (cost of living adjustment) of 3.17% (100% of CPI-W Semi-Annual Index) effective 1/1/2018 (existing contract language). **Cost: \$11,482**
- Increase premium pay for Records Clerk assigned as the Lead Records Clerk, from 3% to 5%, equal to the premium pay provided to a Records Clerk assigned as Public Records Officers. Eliminate the premium provided to a Records Clerk assigned to training. **Cost: \$1,408**

Second Year:

- Receive COLA based on 100% of the CPI-W Semi-Annual Index. **Cost: Unknown at this time**

Third Year:

- Receive COLA based on 100% of the CPI-W Semi-Annual Index. **Cost: Unknown at this time**

These are each a three-year contract, effective January 1, 2018 through December 31, 2020. The tentatively agreed upon changes have been incorporated in the attached CBAs.

RECOMMENDATION

Human Resources Director

MOVE TO: Authorize the City Manager to sign the Police and Police Support Collective Bargaining Agreements with the Mercer Island Police Association for the period of January 1, 2018 through December 31, 2020, in substantially the form attached hereto as Exhibit 1 and Exhibit 2.

AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON

and

MERCER ISLAND POLICE ASSOCIATION

(January 1, 2018 through December 31, 2020)

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AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON
and
MERCER ISLAND POLICE ASSOCIATION

This Agreement is by and between the City of Mercer Island, Washington, hereinafter, referred to as the "Employer" or "City" and the Mercer Island Police Association, hereinafter referred to as the "Association".

ARTICLE 1 - RECOGNITION AND UNION MEMBERSHIP

- 1.1 The Employer recognizes the Association as the sole and exclusive bargaining agent for the purpose of establishing wages, hours and other conditions of employment for all of its full-time and regular part time commissioned law enforcement personnel.
- 1.2 All employees, as a condition of continued employment, shall pay each month a service charge set by the Association but no more than regular Association dues and initiation fees to the Association as a contribution towards the administration of this Agreement.
- 1.3 The right of non-association of members of the Mercer Island Police Association based on bona fide religious tenets or teachings of a church or a religious body of which such public employee is a member shall be protected at all times and such public employee shall have their eligibility established and shall pay such sum in such manner as is provided in RCW 41.56. et. seq. as amended.
- 1.4 Upon written authorization by an employee and approval by a representative of the Association, the Employer agrees to deduct from the wages of each employee the sum certified as initiation dues, assessments and monthly Association dues, and forward the sum to the Association's Secretary or Treasurer. The Association agrees that it shall indemnify the Employer and save the Employer harmless from any and all claims, awards, judgments, attorney's fees or other litigation costs which may be made by an employee or employees against the Employer by virtue of the application of this section.
- 1.5 Designated representatives of the Association shall suffer no loss of pay while performing functions related to the administration of this

Agreement, provided reasonable advance notification is given to the appropriate supervisor. Additionally, the employer shall allow up to an aggregate of nine (9) work days per year to allow delegates from the Mercer Island Police Guild to attend meetings of the Washington State Council of Police; provided that time spent in such endeavors shall not be considered compensable time within the meaning of the FLSA and; provided further that such delegates pay all of their own expenses in attending the above meetings. The Employer retains the right to restrict such activities when an emergency exists or where such activities would create a danger to public safety.

ARTICLE 2 - DEFINITIONS

- 2.1 Probationary Employee. An employee who has not completed the first eighteen (18) month period of initial, continuous employment with the Mercer Island Police Department or a lateral transfer who is not required to complete the basic law enforcement academy and who has not completed the first twelve (12) month period of initial, continuous employment with the Mercer Island Police Department shall be classified as a probationary employee. Probationary employees shall earn benefits and shall be eligible to use them as provided in this Agreement and may be discharged without cause so long as the only information related to such discharge that the City places in that employee's personnel file is a letter specifying that the employee failed to pass probation.
- 2.2 Regular Employee. An employee who has successfully completed the first eighteen (18) month period of initial, continuous employment with the Mercer Island Police Department (probationary period) shall be classified as a regular employee. Also, a lateral transfer who is not required to complete the basic law enforcement academy and who has successfully completed the first twelve (12) month period of initial, continuous employment with the Mercer Island Police Department (probationary period) shall be classified as a regular employee. Regular employees receive benefits as set forth in this Agreement.
- 2.3 Anniversary Date. One year after an employee's date of hire and that date every year thereafter. In cases where an employee must leave the Department involuntarily, such as due to a disability retirement or layoff, and is subsequently rehired or reinstated, his anniversary date will be calculated from the employee's original date of hire for the purpose of computing longevity pay or vacation benefits.

ARTICLE 3 - HOURS OF WORK AND OVERTIME

3.1 Non-Patrol Employees.

3.1.1 Normal Work Day. The normal work day for non-patrol employees shall consist of eight or ten consecutive hours. Other normal work days may be approved by mutual agreement.

3.1.2 Normal Work Schedule. The normal work schedule for non-patrol employees shall be either five consecutive days worked followed by two consecutive days off or four consecutive days worked followed by three consecutive days off. Other normal work schedules may be approved by mutual agreement of the Employer and the Association. Employees may be scheduled by the City to work any of the shifts established by the City.

3.1.3 Section 7(k) Work Period. The Section 7(k) work period under the Fair Labor Standards Act, 29 U.S.C., 207 (k), for non-patrol employees shall consist of twenty-eight consecutive days.

3.2 Patrol Employees.

3.2.1 Normal Work Day. The normal work day for patrol employees shall consist of twelve consecutive hours.

3.2.2 Normal Work Schedule. Shifts/squads. The normal work schedule for patrol employees will vary depending on shift/squad assignment. The configuration of the twelve hour shift schedule will be four shifts/squads. There will be two day shifts and two night shifts. The start time shall be 0600 for day shift and 1800 for night shift.

There will be two shift sequences. One will begin with three (3) days on, followed by four (4) days off, followed by four (4) days on followed by three (3) days off, followed by three (3) days on, followed by four (4) days off followed by four (4) days on, followed by three (3) days off. The other shift sequence will begin with three (3) days off, followed by four (4) days on, followed by four (4) days off, followed by three (3) days on, followed by three (3) days off, followed by four (4) days on, followed by four (4) days off, followed by three (3) days on.

The day shift squads will alternate working on Wednesdays, making Wednesday their "flip day." The night shift squads will alternate working on Saturdays, making Saturday their "flip day."

The twelve hour shifts shall be bid annually by seniority. The shift bid shall commence at the beginning of September and be completed by October 15th. There shall be no off-shift bid. The City reserves the right to rearrange the work schedule for any employee in order to meet the operational needs of the Department. Operational changes shall be based upon objective facts and circumstances. Management shall notify the Association of the facts and circumstances of any schedule change prior to its implementation.

On each of the four shifts/squads, a member shall be assigned as the "early car." The purpose of the early car is to provide overlapping coverage between shift changes. The start time for the early car shall be 0500 for the day shift and 1700 for the night shift. Assignment to the early car shall be filled on a voluntary basis; if no shift/squad member volunteers, assignment shall be based on seniority.

3.2.3 Breaks. Patrol employees are entitled to two thirty-minute lunch periods and two fifteen-minute breaks during their twelve hour shift or as much time as may be required by law. Employees shall take these breaks at the discretion of their supervisors or as may be required by law.

3.2.4 Section 7(k) Work Period. The Section 7(k) work period under the Fair Labor Standards Act, 29 U.S.C., 207 (k), for patrol employees shall consist of fourteen consecutive days.

3.2.5 Kelly Days. Compensation for Extra Hours Worked. In order to compensate patrol employees for the extra hours worked resulting from the fourteen day/twelve hour shift schedule, each bargaining unit employee working the twelve hour shift shall receive a twelve-hour Kelly day each month the employee works the twelve hour shift for a maximum total of 12 Kelly days (or 144 hours) per year.

Kelly days shall be front loaded into patrol employees' leave bank every six months. In January, patrol employees shall receive a bank of six Kelly days (72 hours). In July, patrol employees shall receive an additional six Kelly days in their bank. If an employee only works part of the year in Patrol, his/her leave bank will be pro-rated for the months the employee actually works the twelve hour shift schedule. In the event the employee terminates employment with the City, the City shall deduct the actual cost of any prospective payments made from any final wages due to the employee, or take other steps to recover such payments.

3.2.6 Kelly Days. Use/Forfeit. Kelly days may be taken at any time; however, the use of a Kelly day cannot result in overtime on the employee's shift, and Kelly days may not be taken during traditional black-out days.

Kelly days received in the first half of the year must be used by July 1 of each year or be *forfeited*. Kelly days received in the second half of the year must be used by December 31 of each year or be *forfeited*, unless cashed out in accordance with Article 10.5.

3.2.7 Training. The City shall not modify the normal work schedule for a training that is one week or less in duration; for such training, if the training does not last for twelve hours, the patrol employee is required to report to work and/or account for the remaining hours in the employee's twelve-hour work day.

For training that lasts more than one week, all of the training hours shall be worked on the modified schedule.

3.3 Overtime. All hours worked under the following conditions shall be considered overtime and paid at one and one-half times the employee's regular rate of pay:

3.3.1 All hours worked, including court time, before or after the employee's normal work day;

3.3.2 All hours worked in excess of one hundred seventy-one hours in the Section 7(k) work period for non-patrol employees and all hours worked in excess of eighty-six hours in the Section 7(k) work period for patrol employees; and

3.3.3 All hours worked on a scheduled off duty day. Overtime must be authorized by the Employer. Time paid for but not worked shall not count as hours worked for purposes of computing overtime under Subsection 3.4.2. Hours paid at the overtime rate are not hours worked or paid hours for the purposes of computing longevity increments or retirement benefits.

3.4 Call Back. Any employee called in to work or required to appear in court after having completed the employee's normal work day or normal work schedule shall be paid a minimum of three hours at one and one-half times his regular rate of pay provided that such time is not a shift extension before or after a scheduled shift. Employees who are not notified by 5:00 P.M. on the day prior to a scheduled court appearance that their testimony

is not necessary, shall receive the minimum call back pay provided herein, whether or not they ultimately appear. Notice may be achieved by voice mail, provided that such system electronically time/date stamps messages.

- 3.5 Shift Trades. Employees may trade shifts within their normal work schedule and between their normal work periods. Employees who trade shifts must notify their Division Head or the Division Head's designee of the trade and receive his approval. A record will be maintained of all shift trades by employees. Any shift which is voluntarily traded by an employee must be paid back within twelve months. If a voluntary shift trade causes an employee to work overtime as defined in Section 3.4, such employee will be compensated only for any overtime the employee would have worked in the absence of the voluntary shift trade.
- 3.6 Standby. Employees placed on standby by the Employer shall be paid one-half their applicable hourly rate of pay as set forth in Appendix A for each hour such employee is required to be on standby. Standby hours do not count as hours worked for purposes of computing overtime. If the employee is called back to work while on standby, standby pay shall cease as soon as the employee is called back to work.
- 3.7 Hazard Pay. Double Time for SOT and Dive Team Missions. When members of the Special Operations Team or Dive team respond to an actual mission (call-out), such responding members shall receive a rate of pay that is double their regular rate of pay. The standard three-hour minimum at the double time rate of pay shall apply to all members who respond to such missions (including the on-duty members of the team). This double-time rate shall not apply to regularly planned training sessions, including but not limited to Dive swim beach clean-up operations and SOT firing range drills.
- 3.8 Voluntary Overtime. The Employer shall attempt to meet its overtime requirements on a voluntary basis.
- 3.9 Compensatory Time. Nothing in this Article shall be construed as to prohibit the employee the option of taking compensatory time off in lieu of paid overtime, provided that the accumulation and use of such time is approved by the Police Chief or designee, and the compensatory time is compensated at time and one-half rate. Compensatory time may be used in one-half hour increments.

Maximum compensatory time accrual shall be 240 hours. Employees who were employed prior to January 1, 2005, with 240 or more hours of accrued and unused compensatory time may continue to carry such accrual; provided, however, that an employee with 240 or more hours of accrued and unused compensatory time: (i) may be paid, upon request, all accrued and unused compensatory time in excess of 240 hours which is not

scheduled to be used, (ii) shall have his/her accrual reduced by the number of hours of accrued compensatory time that the employee uses or cashes out, and (iii) is prohibited from accruing new compensatory time unless and until such employee's balance falls below 240 hours and then to a maximum amount of 240 hours. balance during the term; (ii) are prohibited from accruing new compensatory time; and (iii) may be paid, upon request, all accrued and unused compensatory time in excess of 240 hours which is not scheduled to be used.

Employees with less than 240 accrued and unused compensatory time may accrue new compensatory time consistent with the foregoing provisions up to a maximum accrual of 240 hours. On or before July 1 of each year, employees may be paid, upon request, for up to eighty (80) hours of any accrued and unused compensatory time which is not scheduled to be used. A request for payment shall be paid within thirty (30) days. Employees will be paid for such hours by separate check.

Upon leaving employment, employees shall be entitled to payment for all accrued and unused compensatory time.

- 3.10 Rest Period. In the event a bargaining unit employee working graveyard shift is required by the City to perform work or attend training during his/her regularly scheduled time off that lasts six hours or more, resulting in the employee having less than an eight hour rest period before the commencement of his/her next regularly scheduled graveyard work shift, the employee will be provided at least an eight hour rest period before beginning his/her next regularly scheduled work shift. The employee will be paid, at the regular straight time rate, for all hours he/she was scheduled on his/her next regularly scheduled work shift but did not work because of the rest period and the employee will report to work for the remainder of the shift following the rest period. The employee will not have his/her shift extended as a result of the operation of this paragraph.

ARTICLE 4 - PROMOTIONS

The following are the requirements to be eligible for promotions within the bargaining unit:

- 4.1 Corporal. To be eligible for promotion to Corporal, a candidate shall have a minimum of three (3) years full time experience as a commissioned police officer with the City of Mercer Island. A candidate with less than three (3) years may petition the Civil Service Commission for a waiver of this requirement.
- 4.2 Sergeant. To be eligible for promotion to Sergeant, a candidate shall hold the rank of Corporal, or have a minimum of three (3) years full time

experience as a commissioned police officer with the City of Mercer Island. A candidate with less than three (3) years may petition the Civil Service Commission for a waiver of this requirement.

ARTICLE 5 – WAGES

- 5.1 Employees covered by this Agreement shall be compensated in accordance with the wage schedule attached hereto as Appendix "A" effective January 1, 2018. This wage schedule reflects an across the board cost of living adjustment in the amount of 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August 2017), which shall be paid retroactively for all pay periods between January 1, 2018 and the date the contract is ratified.
- 5.2 Effective January 1, 2019, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August of 2018).
- 5.3 Effective January 1, 2020, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August 2019).
- 5.4 Employees with no prior police officer experience will normally start at Step A of the wage schedule. Employees with prior police officer experience will be hired at an appropriate pay step to be determined by the Police Chief.
- 5.5 Detective Sergeant, Lead Detective, Detective, and School Resource Officer. Any employee who is assigned duties as a Detective Sergeant, Lead Detective, Detective, or School Resource Officer shall receive a three and one-half percent (3.5%) increase in their wages while acting in such capacity. Any employee assigned duties as the Lead Detective shall receive an additional percent (4.0%) to their wages while acting in such capacity, for a total increase of seven and one-half percent (7.5%).
- 5.6 Field Training Officer, Personnel & Training Sergeant and Marine Patrol Sergeant. Any employee who is designated as the primary Marine Patrol Sergeant and the Personnel & Training Sergeant shall receive a three percent (3%) increase in their wages while acting in such capacity. A Field Training Officer ("FTO") assigned to coach a probationary employee shall be paid a premium of 3% for each month that the FTO holds that assignment, with a three month minimum. Whenever practical, there shall be a limit of three (3) FTOs per trainee for this purpose. Any FTO filling in for less than 2 weeks for the assigned FTO will receive a day by day premium pay of three percent (3%).

- 5.7 Emergency Manager / Crime Prevention Officer. Any employee who is assigned as the Emergency Manager / Crime Prevention Officer shall receive a fifteen percent (15%) increase in their wages while assigned to this position. This fifteen percent (15%) increase shall be equivalent to a Sergeant's pay rate and shall be based on the regular wage scale (Appendix "A") as utilized by those employees assigned to the Patrol section in the same pay step and at the same longevity rate.
- 5.8 S.O.T and Dive Team Leaders. An employee serving as the leader of the Special Operations Team will earn a lump sum of \$500 annually. An employee serving as the Dive Team leader will receive a lump sum of \$500 annually. If an employee serves in the lead position for less than one year, that employee will receive a pro-rated lump sum.
- 5.9 Night Shift Patrol Employees. Patrol employees assigned to Squad Three or Squad Four shall receive a two percent (2%) premium. Squad Three and Squad Four are night shift squads with the majority of shift hours between 1800hrs and 0600hrs.
- 5.10 Temporary Assignment to Higher Position. A police officer who is temporarily assigned to fill a corporal's position shall be paid at the higher position rate of pay corresponding to the officer's current level of longevity. A Corporal who is temporarily assigned to fill a sergeant's position shall not receive the higher rate of pay unless he/she fills the sergeant's position for a consecutive period of time in excess of 21 working days. Upon the 22nd day, the Corporal serving in the temporary assignment as a sergeant shall begin to receive the higher rate of pay corresponding to the Corporal's current level of longevity. A sergeant who is temporarily assigned to fill a lieutenant's position shall be paid at the higher position rate of pay corresponding to the sergeant's current level of longevity. This shall apply to those hours actually worked in this position. Should the officer, corporal or sergeant work overtime in the higher position, he/she shall receive the higher overtime rate for all hours actually worked during the temporary assignment.
- 5.11 Pay Periods and Pay Days. Employees shall be paid one twenty-sixth of their annual salary every fourteen days for all non-overtime hours worked during the work period.
- 5.12 Lead Detective / Corporal Differential. The differential percentage between police officer Step F (scale) and corporal / lead detective (scale) shall reflect a 7.5% differential.
- 5.13 Sergeant and Lieutenant Differential. The differential percentage between police officer Step F (scale) and sergeant (scale) shall reflect a

15% differential. The differential between sergeant (scale) and lieutenant (scale) shall reflect a 15% differential.

5.14 Deferred Compensation. The City shall make participation in the City's deferred compensation program available to employees, provided however, the City shall have no obligation to match any part of an employee's contribution to the Plan.

5.15 Education Incentive. The City shall pay any employee:

(a) who holds or obtains an A.A. Degree from an accredited college or university or who can document ninety credit hours toward a Bachelor's Degree in actual college course work, an education allowance of \$150.00 per month; or

(b) who holds or obtains a B.S. or B.A. Degree from an accredited college or university an education allowance of \$275.00 per month.

ARTICLE 6 - LONGEVITY PAY

6.1 Employees shall receive longevity pay in accordance with the following schedule:

<u>Upon Completion of</u>	<u>% of Applicable Hourly Rate (rounded to nearest whole cent)</u>	
Five years' continuous service	Three percent	(3%)
Ten years' continuous service	Four and one half percent	(4.5%)
Fifteen years' continuous service	Six percent	(6%)
Eighteen years' continuous service	Eight percent	(8%)
Twenty-one years' continuous service	Ten percent	(10%)
Twenty-four years' continuous service	Twelve percent	(12%)

6.2 Longevity pay shall be due and payable beginning on the next regular pay day following the eligible employee's anniversary date and thereafter each consecutive pay period.

6.3 Longevity pay shall be included in the employee's regular rate of pay.

ARTICLE 7 – UNIFORM, CLEANING AND BOOT ALLOWANCE

- 7.1 Uniforms and safety equipment shall be furnished by the City.
- 7.2 The employer will provide dry cleaning services for each officer at the rate of four (4) clothing items per week. During this contract, the maximum rate the City shall be required to pay per month shall be \$60.00. This amount shall be multiplied by the number of eligible employees in the bargaining unit on an annual basis to establish the actual cap. This means, for example, if 30 employees were eligible for dry cleaning services in the actual annual cap for the City's contribution would be \$21,600. The employer shall provide additional dry cleaning services if clothing is unusually soiled in the course of duty.
- 7.3 Detectives and youth officers shall receive a clothing allowance of 1.02% of top step patrolman wages.
- 7.4 The employer shall provide a boot allowance equal to \$100 per year to each bargaining unit employee.

ARTICLE 8 - BENEFIT PLANS

- 8.1 Medical, Dental and Vision Insurance. Effective January 1, 2018, the employer shall offer medical, dental, and vision insurance benefits through the LEOFF Health & Welfare Trust ("LEOFF Trust"). Insurance premiums to provide employees and their dependents medical and dental benefits shall be paid by the employer. The employer's contribution shall be based on the LEOFF Trust Medical Plan F and LEOFF Trust Dental Plan 2A. If desired, an employee may choose the Association of Washington Cities ("AWC") Benefits Trust Kaiser 200 Plan for medical insurance and the AWC Vision Services Plan in lieu of the LEOFF Trust Medical Plan F. Coverage shall not be reduced during the life of this Agreement.

The employer shall pay 100% premium cost for medical and dental insurance for all employees, and ninety percent (90%) of premium costs for dependent coverage, for the period of this Agreement.

Opt-out of medical coverage - An employee who waives the right to obtain medical insurance coverage through the City and who provides proof of credible coverage through his / her spouse or other source shall be entitled to receive 50% of the total premiums that would be paid by the city, contributed to their RHS account. Example - employee with a spouse would receive amount equal to 50% of the premiums for his / herself and spouse, minus the 10% employee contribution for the spouse. Employee with two children and spouse would receive the 50% of the equivalent of those premiums, again minus the 10% employee contribution for the spouse and

dependents.

- 8.2 VEBA HRA. Effective January 1, 2018, the City shall provide yearly contributions of \$1,200 to the Health Reimbursement Account (VEBA) of each employee. One-half of the VEBA contributions shall be deposited by the second week of January of each year and one-half of the VEBA contribution shall be deposited by the second week of July of each year. Any funds not utilized by an employee in a calendar year remain available in subsequent years. The funds accumulated during employment shall be available for qualified expenses after an employee leaves employment with the City. New employees shall receive a pro-rated amount based on their date of hire.

In 2018 only, the City will deposit an additional, one-time VEBA contribution in the amount of \$1,250.00 into each employee's VEBA account by the second week of January.

- 8.3 Retirement Plan. Employees covered by this Agreement shall participate in the Washington State Law Enforcement Officer's and Firefighter's Retirement System to the extent permitted by current state law. Contributions on behalf of covered employees shall be governed by the terms of the current state statute and as hereinafter amended.

- 8.4 Service Benefit Plan. All qualified bargaining unit employees may elect, at any time, to claim benefits under the Service Benefit Plan attached as Exhibit "A". Qualified employees are those employees who are eligible to claim benefits by age and length of service in their respective retirement system.

- 8.5 Worker's Compensation. Worker's compensation shall be provided by the City as provided by law.

- 8.6 Unemployment Compensation. Unemployment compensation shall be provided by the City as provided by law.

- 8.7 Long-Term Disability Insurance. Benefits shall be provided through AWC's Standard Insurance Plan. Insurance premiums to provide qualified employees long-term disability benefits equal to sixty percent (60%) of an employee's salary after a ninety (90) day waiting period shall be paid by the Employer

- 8.8 Life Insurance. The City shall provide each bargaining unit employee with a \$50,000.00 term life insurance policy at no cost to the employee.

- 8.9 Retiree Medical Insurance. Any employee retiring from the service of the City, including any disability retirement shall be permitted to

participate in the LEOFF Trust medical and dental plans, provided such coverage is available, and further provided that the employee pays the premiums for such coverage (including any additional premium required for dependent coverage).

ARTICLE 9 - HOLIDAYS

9.1 The following twelve (12) days are recognized by the City as holidays:

- | | | |
|-----|----------------------------|-----------------------------|
| 1. | New Year's Day | January 1 |
| 2. | Martin Luther King Jr. Day | Third Monday in January |
| 3. | President's Day | Third Monday in February |
| 4. | Memorial Day | Last Monday in May |
| 5. | Independence Day | July 4 |
| 6. | Labor Day | First Monday in September |
| 7. | Veteran's Day | November 11 |
| 8. | Thanksgiving Day | Fourth Thursday in November |
| 9. | Day after Thanksgiving | Fourth Friday in November |
| 10. | Christmas Day | December 25 |
| 11. | Floating Holiday | Designated by Employee |
| 12. | Floating Holiday | Designated by Employee |

Employees are eligible to take the floating holidays off after January 1 of each calendar year. When the floating holidays are taken as days off, they must be scheduled with the employee's supervisor far enough in advance so no overtime is required to cover the shift.

9.2 Employee's Work on Holidays. Any employee required to work on a non-floating holiday shall be paid one and one-half (1 ½) times the employee's hourly rate of pay, including longevity pay, for all hours worked on the holiday; provided, however, that an employee required to work on Thanksgiving, Christmas or New Year's day shall be paid two (2) times the employee's hourly rate of pay, including longevity pay, for all hours worked on such holidays. Employees required to work on a recognized non-floating holiday shall also receive a subsequent scheduled normal work day off with pay.

9.3 Holidays Falling on Scheduled Days Off. If a holiday falls on an employee's scheduled day off and the employee is not required to work the holiday, the employee shall receive another subsequent, scheduled day off with pay.

9.4 Accrual. Per Section 9.1, the City recognizes twelve (12) paid holidays per calendar year, and each holiday is equal to ten (10) hours for a total of 120 holiday hours (12 holidays x 10 hours each = 120 holiday

hours per calendar year). Holiday leave shall be front loaded into employees' leave banks every six months. In January of each year, employees shall receive a bank of 60 hours. In July, employees shall receive an additional bank of 60 hours. In the event an employee terminates employment with the City, the City shall deduct the actual cost of any prospective payments made from any final wages due to the employee, or take other steps to recover such payment on a pro-rata basis.

9.4 Use. Employees may use accrued holiday benefits in one-half hour increments. When an employee uses a whole day of holiday benefits, the employee uses the amount of benefit hours equal to the number of hours in the employee's normal work day.

9.5 Maximum Accumulation. Employees shall not accumulate in excess of 80 hours of holidays as a result of the operation of Section 3.1, 3.2 or 3.3, unless scheduling difficulties or staffing requirements cause the City to request that an employee not schedule or use an accumulated holiday. Employees who accumulate more than 80 hours of holidays will schedule a holiday as soon as possible in order to reduce the number to 80 hours or fewer, or the holidays will be scheduled by the City.

Non-Patrol employees should maintain a minimum number of holiday hours to cover the holidays that fall within the front-load time period. If non-patrol employees fail to do so, holidays shall be covered by other accrued leave.

During the term of the current contract, the parties agree to re-open negotiations on section 9.5, if either party has concerns with significant holiday hour accruals beyond the maximum.

9.6 Payoff Upon End of Employment. Upon leaving employment, the City shall pay all employees for any accumulated and unused holidays at their regular rate of pay in effect at the time the employment ends.

ARTICLE 10 - VACATION

10.1 Accrual. Vacation benefits are accrued by all employees as follows:

<u>MONTHS OF CONTINUOUS SERVICE</u>	<u>HOURS ACCRUED PER MONTH</u>
1st month through 59th month	8 hours per month
60th month through 119th month	10 hours per month
120th month through 179th month	12 hours per month
180th month through 239th month	14 hours per month
240th month or more	16 hours per month

Vacations are accrued on a monthly basis and may be used in the month they will be accrued or during the subsequent months, provided the employee has successfully completed six months' continuous service.

10.2 Use. When an employee uses accrued vacation benefits, the employee shall continue to receive his or her salary for the hours scheduled as vacation. Vacation benefits may be used in one-half hour increments. When an employee uses a whole day of vacation benefits, the employee uses the number of hours of accrued benefits equal to the number of hours in the employee's normal work day.

10.3 Maximum Accrual. Vacation benefits may be accrued up to 280 hours. No additional accruals shall be credited to an employee who accrued the maximum benefits, unless there are circumstances beyond the employee's control which preclude the employee from utilizing vacation benefits already accrued. Such circumstances include, but are not limited to, disability leave, sick leave, or cancellation of scheduled vacation by the City.

10.4 Scheduling. The Police Chief or his designee will circulate a vacation sign-up sheet before November 1st of each year, provided that the shift bid has been completed, to allow employees to request their preferred vacation times. The City retains the right to schedule vacations in such a way as to minimize interference with functions and workloads in particular sections. The selection for vacation will be made by seniority within the ranks beginning with sergeants, followed by corporals, then officers. In the Patrol Section, no more than three fully commissioned employees will be authorized vacation at the same time. Of these three employees, no more than two will be patrol supervisors and (sergeants and corporals are considered supervisors). All vacations will be scheduled to avoid overlap as much as possible. If two or more employees request the same vacation dates, the decision may be made on the basis of individual employee seniority within the ranks. The primary vacation is defined as one set of continuous dates that the employee intends on using for vacation leave, and the employee has or will have accumulated enough vacation leave to account for the requested time. Once the primary vacation sign-up sheet has been completed and the selected vacations have been inserted into the

schedule, the vacation signup sheet will be circulated for a second time. This secondary leave request will follow the same rules as the primary sign-up list (including the consecutive day requirement), but will include the additional restriction that this secondary leave request may not leave the shift under the minimum staffing level.

An employee may request an exception to the vacation rule, but the decision is at the discretion of the Operations Commander.

10.5 Cash Out of Holiday/Vacation Benefits. Employees may be paid upon request for up to forty (40) hours of any accrued vacation or Kelly day which is not scheduled to be used before December 31 of a given year. Employees will be paid for such hours by separate check before December 10 of each year. (Maximum cash out limit is forty hours of either Kelly days, vacation or a combination of both).

10.6 Cash Out Upon Termination. Upon leaving employment, employees shall be entitled to payment for all accrued and unused vacation, up to 280 hours. This maximum accrual may be raised if the vacation accrual goes beyond 280 hours because of disability, sick leave, or cancellation of scheduled vacation by the City. Payment shall be at the current respective regular hourly rate.

ARTICLE 11 - SICK LEAVE

11.1 Accrual. Employees shall earn 16 hours paid sick leave per month of employment. The maximum number of sick leave benefits that may be accrued and used by LEOFF II employees is 1040 hours; provided, however, in no case may each period of consecutive absence under Section 11.2 or Sections 11.3 through Section 11.4 exceed six months.

11.2 Use. Accrued sick leave benefits may be used by an employee to avoid loss of pay if the employee is unable to work due to personal illness or injury, enforced quarantine in accordance with community health regulations, or the serious injury or illness of an immediate family member (spouse or children), necessitating the employee's presence. Sick leave benefits may be used in one-half hour increments. When an employee uses a whole day of sick leave benefits, the employee uses the number of hours of accrued benefits equal to the number of hours in the employee's normal work day.

11.3 Notification. When an employee is unable to report for work, the employee must notify his supervisor as soon as reasonably prudent. Failure to do so may result in denial of sick leave benefits for such absence. The City may require, for cause, a physician's statement.

11.4 LEOFF II Disability Leave. LEOFF II employees are covered by the state worker's compensation law, Title 51 of the revised Code of Washington. Such employees will make timely application for worker's compensation benefits following any on-the-job injury or illness. While a LEOFF II employee is off work due to such an injury or illness, his regular pay, including longevity, shall be continued for up to six months following the date of such illness or injury.

11.5 The continuation of the LEOFF II employee's regular pay for this six month period shall be funded as follows:

11.5.1 For the first five days, any difference between the employee's regular pay and the value of worker's compensation time loss benefits later received shall be funded out of the employee's accrued sick leave.

11.5.2 For the sixth day through the end of the six month period, any difference between the employee's regular pay and the value of worker's compensation time loss benefits, currently or later received, shall be funded one-half out of the employee's accrued sick leave and one-half by the City.

11.5.3 Should the employee have no accrued sick leave available or exhaust all his accrued sick leave during the time periods referenced in Subsections 11.5.1 or 11.5.2, the City shall fund the portion of the differentials that would have been funded out of the employee's accrued sick leave.

11.5.4 During any portion of the six month period when the employee will be eligible to receive or is currently receiving worker's compensation time loss benefits, the City shall continue to pay the employee his regular salary. Provided, however, that when the employee receives worker's compensation time loss benefits representing compensation for lost income during such six month period, the employee will reimburse the City for the value of such worker's compensation benefits received. Provided, further, however, if the employee chooses not to sign an agreement to reimburse the City for the value of the worker's compensation time loss benefits received, the City will continue the employee's salary in an amount equal to the difference between the regular salary and the benefits received.

11.6 If an employee uses accrued sick leave to fund the differentials described in Subsections 11.5.1 and 11.5.2, and later receives worker's compensation time loss benefits for such absences, the employee's sick leave benefits will be restored in an amount equal to the value of the

worker's compensation benefits received for such absences.

11.7 LEOFF II employees who are new employees will be credited with twelve (12) days of sick leave. This bank will be reduced at the rate of one (1) day per month for the first twelve months of employment. Any sick leave drawn prospectively as provided in this section shall be charged against earned sick leave until the employee has accrued the amount needed to restore the amount used. In the event the employee terminates without having restored the sick leave drawn prospectively, the City shall deduct the actual costs of any prospective payments made from any final wages due the employee or take other steps to recover such payments.

11.8 Continuation of Benefits. Employees shall continue to receive all benefits while on sick leave or disability leave; provided, however, employees shall be required to continue to pay any portion of the costs of benefits not otherwise paid for by the City.

11.9 Wellness Incentive. During the term of this Agreement, the wellness incentive plan for bargaining unit employees shall be as follows:

All employees shall earn \$25 per month for every month with zero sick leave hours used. Additionally:

- Employees with 0 through 9 years of service earn:
 - \$300 plus vacation hours equal to three days of the employee's normal work day, if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$150 plus vacation hours equal to two days of the employee's normal work day, if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - Vacation hours equal to one day of the employee's normal work day, if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
- Employees with 10 through 19 years of service earn:
 - \$600 plus vacation hours equal to three days of the employee's normal work day, if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus vacation hours equal to two days of the employee's normal work day, if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

- \$100 plus vacation hours equal to one day of the employee's normal work day, if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
- Employees with 20 years of service or more earn:
 - \$900 plus vacation hours equal to three days of the employee's normal work day, if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$600 plus vacation hours equal to two days of the employee's normal work day, if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus vacation hours equal to one day of the employee's normal work day, if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

Benefits for partial years of service shall be prorated as per time in service. The City shall place all money earned as part of this wellness incentive program into the employee's Retirement Health Savings (RHS) account.

ARTICLE 12 - JURY DUTY AND WITNESS LEAVE

- 12.1 An employee serving on a jury will be excused from work and will be paid the amount the employee would have earned had the employee worked his normal work schedule. The employee will reimburse the City for any fees received for jury duty.
- 12.2 Any employee who, as a result of his department duties, is required to appear before a court shall be paid for such court appearances at the appropriate rate of pay. The employee will reimburse the City for any subpoena or witness fee received.
- 12.3 Any employee who is required to appear before a court, legislative committee or quasi-judicial body as a witness in response to a subpoena or other directive for other than department duties, shall be allowed to use any accrued holiday or vacation benefits or compensatory time to offset any loss of pay for such periods.

ARTICLE 13 - EMERGENCY LEAVE

- 13.1 When death, critical illness or injury occurs in the immediate family of an employee, and his attendance is necessary, he shall be allowed up to three (3) working days off duty with pay so long as the Police Chief finds

that the public peace, health, safety and welfare will not be seriously impaired as a result of the leave granted. For purposes of this section, emergency leave in connection with normal child birth is authorized only on the day of delivery.

- 13.2 "Immediate family" shall mean the spouse or children of the employee, the employee's mother and father, or the mother and father of the employee's spouse. However, under unusual circumstances, the Police Chief may more broadly construe this term to apply to other persons living within the employee's household, others related to the employee by blood or marriage or to established foster relationships having attributes of familial ties.

ARTICLE 14 - PERSONNEL FILES/LAYOFF NOTICE/DISCIPLINE

- 14.1 Employees having completed their probationary period, but having less than thirty (30) months in the Department, shall be entitled to fifteen (15) days' notice prior to being laid off due to a reduction in force.
- 14.2 Employees having thirty (30) months or more service in the department shall be entitled to thirty (30) days' notice prior to being laid off due to a reduction in force.
- 14.3 Just Cause. The Employer shall not discipline or discharge any employee unless just cause for such discipline exists.
- 14.4 Personnel Files. Written warnings shall be expunged from personnel files after a maximum period of two years if there is no reoccurrence of similar misconduct for which the employee was disciplined during that period. Any record of more serious discipline shall be expunged from the personnel files after a maximum period of five years if there is no recurrence of similar misconduct for which the employee was disciplined during that period. Nothing in this section shall be construed as requiring the City to destroy any employment records necessary to the City's case if it is engaged in litigation with the employee regarding that employee's employment at the time those records would otherwise be destroyed. The parties recognize that the City may retain internal investigation files although such files may not be used in discipline and discharge cases if they could not otherwise be retained in personnel files pursuant to this section.

ARTICLE 15 - GRIEVANCE PROCEDURE

15.1 Disputes regarding the interpretation of this Agreement shall be handled in the following manner:

Step I: The employee or the Association shall formally submit grievances in writing to the Police Chief (or designee) through the appropriate Shift Supervisor. Such submissions shall state the factual basis for the grievance, the provision or provisions of the Agreement allegedly violated, and the remedy requested. Grievances which are not filed within sixty (60) calendar days from the date the employee knew or reasonably should have known of the alleged violation shall be deemed waived for all purposes.

The Police Chief (or designee) shall convene a Step I meeting within five (5) calendar days of receipt of grievance. Attendance at such meeting may include appropriate supervisors, Association representative, and/or the individual grievant. The Police Chief (or designee) shall render a decision in writing to the Association within seven (7) calendar days after the conclusion of the Step I meeting.

Step II: The decision of the Police Chief (or designee) may be appealed in writing by the employee or the Association to the City Manager within five (5) calendar days of its receipt. The City Manager shall review the facts, convene any meeting involving the parties which he deems appropriate, and shall issue in writing the final position of the Employer within fifteen (15) days of receipt of the Step II appeal.

Step III: Within thirty (30) days of receipt of the Step II answer of the employer, the Association must give written notice of to the City Manager or Acting City Manager of its intent to arbitrate any remaining dispute or the grievance will be considered time barred. The arbitrator shall be mutually selected by the parties or, if they cannot agree, from a list requested from the American Arbitration Association. Only grievances which involved an alleged violation by the Employer of a specific article or provision of the Agreement and which are presented to the Employer in writing during the term of this Agreement and which are processed in the manner and within the time limits herein provided shall be subject to arbitration.

The decision of the arbitrator shall be final and binding upon

the parties. Provided, however, no arbitrator shall have the authority to render a decision or award which modifies, adds to, subtracts from, changes or amends any term or condition of this Agreement; further provided, rendition of a decision or award shall be in writing within thirty (30) calendar days of the close of the hearing (or submission date of written brief) and shall include a statement of the reasoning and grounds upon which such decision or award is based.

The cost of services of the arbitrator shall be shared equally by the parties. All other costs (such as attorney fees, witness time, transcripts, etc.) shall be born separately by the party incurring the expense. Time limits described herein may be extended by mutual agreement of the parties.

ARTICLE 16 - INSURANCE PROTECTION

16.1 The Employer shall indemnify and defend any police officer employee against any claim or suit, where such claim or suit arose because such employee exercises his/her authority as a Mercer Island Police Officer. The Employer shall pay on behalf of any employee in the bargaining unit any sums which the employee shall be legally obligated to pay as a result of that employee's reasonable and lawful activities and exercise of authority within the scope of his/her duties and responsibilities as a Mercer Island Police Officer.

This protection shall also apply for any claims or suits arising from said employee's authorized off-duty employment; provided such claim or suit results from the employee's reasonable and lawful activities and exercise of authority within the scope of his/her duties and responsibilities as a Mercer Island Police Officer. This shall not preclude the City from recovering losses, to the extent coverage is otherwise provided by the off-duty employer, or his insurer. Indemnity and defense shall not be provided by the City for any dishonest, fraudulent, criminal or malicious act.

ARTICLE 17 - SAVINGS CLAUSE

17.1 Should any provision of this Agreement or the application of such provisions be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall not be affected thereby, and the parties shall immediately enter into collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement provision.

17.2 The parties agree that except where matters are covered by express provisions of this agreement, the employees are subject to the Rules of the

Mercer Island Civil Service Commission and any alleged violation of contractual provisions also covered by Civil Service Rules may be adjudicated either through the Civil service appeals process or through the grievance process, provided that, the filing of a Civil Service Appeal, either before or after the filing of a grievance, shall constitute an election of remedies and a waiver of the subject employee's right to further pursue his grievance or the Association's right to require the Employer to arbitrate the grievance. Provided further, that nothing in this Section shall be construed as a waiver of any right that the Association may have to require the City to engage in collective bargaining.

ARTICLE 18 – MANAGEMENT RIGHTS

18.1 Subject to the terms and limitations of this Agreement, the management of the Police Department is vested in the Employer.

ARTICLE 19 - SCOPE OF AGREEMENT

19.1 The parties agree that this Agreement is their complete Agreement and that all Agreements between the parties are merged into this Agreement, but they may be modified by mutual agreement.

19.2 The term "employee" as used in this Agreement includes both male and female employees covered by this Agreement. In addition, wherever in this Agreement the masculine gender is used, it is intended it will apply to the female gender as well.

ARTICLE 20 – DRUG AND ALCOHOL TESTING POLICY

20.1 The parties agree to follow the Drug and Alcohol Testing Policy attached to this agreement as Exhibit "B".

ARTICLE 21 - BILL OF RIGHTS

21.1 When any employee of the Department is under investigation for an act that could lead to punitive action, including dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer, for purpose of punishment, and because of such investigation he is being interrogated, such interrogation shall be conducted under the following terms and conditions:

21.1.1 All interrogations shall be at a reasonable hour;

21.1.2 The employee under investigation shall be informed of the

nature of the investigation and the person in charge of the investigation and will be allowed to bring an attorney or Association Representative to represent him in the matter;

21.1.3 The length of time of the interrogation shall be reasonable, and the employee being interrogated shall have the right to attend to his own personal physical necessities;

21.1.4 There shall be no threats, abusive language or promises made during the interrogation; however, the employee may be informed that if he is given immunity from criminal action that his refusal to truthfully answer questions concerning his official duties may be subject to dismissal or other punitive actions;

21.1.5 If the investigation may lead to criminal charges, the employee must be informed of his constitutional rights;

21.1.6 No employee shall be required to take a polygraph test and no adverse comment may be included in his personnel file or disciplinary hearing for his failure to take such polygraph test (RCW 49.44.120); and

21.1.7 No locker or other space assigned to an employee under investigation shall be searched, without his consent, except as a result of a search warrant.

ARTICLE 22 - PHYSICAL FITNESS

22.1 The Association and the City agree that the physical fitness of Association members is important to their health and safety. Physical fitness is the personal responsibility of each Association member. The City and the Association will both support and encourage officers to be physically active and to be involved in a personal program of regular exercise.

22.2 Smoking is not permitted within the police building or in any of the Department vehicles. Exceptions can be granted only by the Police Chief.

ARTICLE 23 – PUBLIC RECORDS DISCLOSURE

23.1 The City shall not publicly disclose public records pertaining to individual Association members, except as required by statute or policy. If a request for such records has been made in accordance with applicable state and City legal requirements, and the City determines that the records must be disclosed according to law, the City shall notify the Association and individual Association member ten (10) days prior to the release of public records. The 10-day notice may be waived by mutual agreement of the

parties.

ARTICLE 24 - TERM OF AGREEMENT

24.1 This Agreement shall be effective January 1, 2018, and it shall remain in full force and effect until December 31, 2020.

DATED AND SIGNED THIS _____ day of _____, 2018.

City of Mercer Island

Mercer Island Police Association

Julie Underwood, City Manager

Scott Schroeder, Association President

Attest:

Allison Spietz, City Clerk

Approved as to Form:

Kari Sand, City Attorney

APPENDIX "A"

MERCER ISLAND POLICE								
January 1, 2018 Pay Scale								
3.17% COLA Increase Over December 31, 2017								
STEP %	Hourly 2018	O.T.	BI-WEEKLY	MONTHLY	ANNUAL	ACTING	SHIFT PREMIUM	FTO
A	32.54	48.81	2,603	5,640	67,681	14.22	0.65	0.98
B (Month 7)	34.24	51.36	2,739	5,935	71,217	12.52	0.68	1.03
C (Month 19)	36.27	54.40	2,901	6,286	75,432	10.49	0.73	1.09
D (Month 31)	38.17	57.25	3,053	6,616	79,390	8.59	0.76	1.15
E (Month 43)	40.07	60.11	3,206	6,946	83,348	6.69	0.80	1.20
F (Month 55)	43.49 U.UU	65.24	3,480	7,539	90,467	3.27	0.87	1.30
3% (5 Years)	44.80	67.20	3,584	7,765	93,184	3.37	0.90	1.34
4.5% (10 Years)	45.45	68.18	3,636	7,879	94,542	3.41	0.91	1.36
6% (15 Years) 6%	46.11	69.16	3,688	7,992	95,900	3.46	0.92	1.38
8% (18 Years)	46.98	70.48	3,759	8,144	97,727	3.51	0.94	1.41
10% (21 Years)	47.85	71.78	3,828	8,294	99,530	3.59	0.96	1.44
12% (24 Years)	48.72	73.08	3,897	8,444	101,334	3.65	0.97	1.46
CORPORAL = 7.5% OVER POLICE OFFICER								
CORPORAL	46.76	70.14	3,741	8,105	97,259	3.27	0.94	1.40
3% (5 Years)	48.17	72.25	3,853	8,349	100,186	3.36	0.96	1.44
4.5% (10 Years)	48.86	73.30	3,909	8,470	101,638	3.41	0.98	1.47
6% (15 Years) 6%	49.56	74.34	3,965	8,591	103,090	3.47	0.99	1.49
8% (18 Years)	50.50	75.75	4,040	8,753	105,034	3.52	1.01	1.51
10% (21 Years)	51.44	77.16	4,115	8,917	107,001	3.58	1.03	1.54
12% (24 Years)	52.37	78.55	4,189	9,077	108,921	3.66	1.05	1.57
SGT / EMERGENCY MGR BASE = TOP PATROL OFFICER + 15%								
SGT/Emergency Mgr	50.02	75.04	4,002	8,671	104,050	7.50	1.00	
3% (5 Years)	51.52	77.28	4,122	8,930	107,165	7.72	1.03	
4.5% (10 Years)	52.28	78.41	4,182	9,061	108,734	7.84	1.05	
6% (15 Years) 6%	53.03	79.55	4,242	9,192	110,303	7.95	1.06	
8% (18 Years)	54.02	81.03	4,322	9,364	112,364	8.23	1.08	
10% (21 Years)	55.02	82.53	4,402	9,537	114,448	8.25	1.10	
12% (24 Years)	56.03	84.04	4,482	9,711	116,532	8.40	1.12	
LT BASE = SGT BASE + 15%								
LT	57.52	86.28	4,602	9,971	119,647		1.15	
3% (5 Years)	59.25	88.87	4,740	10,269	123,230		1.18	
4.5% (10 Years)	60.11	90.17	4,809	10,419	125,034		1.20	
6% (15 Years) 6%	60.98	91.47	4,878	10,570	126,837		1.22	
8% (18 Years)	62.25	93.38	4,980	10,790	129,483		1.25	
10% (21 Years)	63.28	94.91	5,062	10,968	131,614		1.27	
12% (24 Years)	64.42	96.64	5,154	11,167	134,003		1.29	

EXHIBIT "A"

SERVICE BENEFIT PLAN

This Service Benefit Plan is attached to and a part of the Collective Bargaining Agreement (Agreement) between the City of Mercer Island (Employer) and the Mercer Island Police Association (Association). Association members (Employees) shall be entitled to the benefits of this Service Benefit Plan as set forth in the following paragraphs.

1. Qualification. Employees shall be qualified to participate in this Service Benefit Plan upon (a) completion of a minimum of ten (10) years of service with the city, and (b) eligibility to retire as required in Article 8.2 of the Agreement. Employees shall not be qualified to participate in this Service Benefit Plan if terminated for disciplinary reasons and such discipline is sustained upon final appeal.
2. Service Benefit. Upon qualified separation from employment with the Employer, Employees shall be paid the sum of the following in recognition of years of service to the City of Mercer Island:
 - A. \$12,789.00 plus;
 - B. The applicable amount from the following table:

Years of Service	Amount for 2018
Up through 14 years	\$0
15 - 19 years	\$3,294.00
20 - 24 years	\$4,944.00
25 - 29 years	\$7,417.00
30 years and above	\$9,063.00

The amounts set forth in Parts A and B shall be adjusted upwards annually in an amount equal to 100% of the cost of living. The cost of living index in Article 5.1 of the Agreement shall be used.

3. Payment. Payment of amounts due under this Service Benefit Plan shall be made to an eligible Employee in the Employee's final check from the City.

“Exhibit B”

DRUG AND ALCOHOL TESTING POLICY

I. POLICY

A. Reporting to work under the influence of alcohol and /or illegal drugs, or the use, sale or possession by an employee of illegal drugs is strictly prohibited and may result in disciplinary action, including immediate termination. Each employee must inform the Employer if they are using prescription or over-the-counter drugs they know or reasonably should know may impair their ability to perform job functions and/or operate machinery such as automobiles. Under appropriate circumstances the Employer may require the employee to provide written medical authorization from a physician to perform various essential job functions while using such drugs.

B. A voluntary request by an employee for assistance with his/her own alcohol or drug abuse problem will remain confidential and such abuse, request and treatment/rehabilitation for alcohol or drug abuse shall not be used as the basis for any disciplinary action provided that the request for assistance is initiated prior to commencement of any internal investigation or other related disciplinary action.

C. Treatment/rehabilitation for alcohol or drug abuse undertaken by an employee following commencement of any internal investigation or other disciplinary action shall be considered by the City in administering discipline to the employee.

II. DEFINITION

A. For the purpose of administering this Policy the following definition of terms is provided:

1. Alcohol - means the intoxicating agent in alcoholic beverages, ethyl alcohol or other low molecular weight alcohols, including methyl or isopropyl alcohol.

2. Drug - means any substance (other than alcohol) capable of altering the mood, perception, pain level, or judgment of the individual consuming it.

3. Illegal Drug – means any drug for which sale, purchase, transfer, or unauthorized use or possession is prohibited or restricted by federal or state law or the intentional misuse of a prescription or over-the-counter drug.

4. Over-the-counter Drug – means those drugs that are generally available without a prescription and are limited to those drugs that are capable of impairing the judgment of an employee to safely perform the employee’s duties.

5. Prescription – means any drug used in the course of medical treatment and

that has been prescribed and authorized for use by a licensed health care professional.

6. Reasonable Suspicion – Reasonable suspicion is based on specific, reliable, credible objective facts and reasonable inferences from those facts, that discovery testing will produce evidence of a violation of this policy.

7. Under the Influence – means having alcohol or illegal drugs in the body in excess of the concentration cutoff levels established in this Policy.

III. WHEN TESTING IS REQUIRED

A. An employee may be required to submit to drug or alcohol testing only when there is reasonable suspicion to believe that the employee is in violation of this policy. Reasonable suspicion will not be used to harass or intimidate any employee.

1. The basis for the reasonable suspicion shall be documented in writing prior to or at the time the employee is requested to submit to testing.

2. An Association representative shall be summoned before the employee is approached and the Association representative shall be present when the employee is first told of the reasonable suspicion, unless obtaining an Association representative will delay the notification required by this section for more than two (2) hours.

3. The employee shall be given an opportunity to confer with the Association representative (if readily available), and the employee shall be given an opportunity to explain the reasons for the employee's condition, such as reaction to prescription or over-the-counter drugs, fatigue, exposure to toxic substances, or any other reasons known to the employee, to the City representative telling the employee the basis for reasonable suspicion. The Association representative may be present during this discussion.

B. An employee who refuses to submit to testing for alcohol and/or drugs shall be conclusively presumed to be under the influence of alcohol or an illegal drug for the purpose of administering this Policy, and therefore will be subject to discipline, up to and including immediate discharge.

IV. COLLECTION/TESTING PROCEDURES

A. The Association representative shall be allowed to accompany the employee to the collection site.

B. Alcohol Testing

1. Alcohol testing will be conducted by a trained Breath Alcohol Technician ("BAT") using an Evidential Breath Testing Device ("EBT") which the BAT has been

trained to operate in conformance with Department of Transportation's Procedures for Transportation Workplace Alcohol Testing, 49 CFR 40.221, et. seq. ("DOT Procedures")

2. Alcohol testing shall take place at a facility that meets the requirements of the DOT Procedures.

3. The procedures used for conducting all screening and confirmation alcohol tests shall be in conformance DOT Procedures.

4. The cutoff levels for screening and confirmation alcohol tests shall be .02 breath alcohol.

5. The procedures used for reporting the results of alcohol tests shall be in conformance with DOT Procedures.

C. Drug Testing

1. All specimens for drug testing shall be obtained at a collection site that shall have all necessary personnel, materials, equipment, facilities, and supervision to provide for the collection, security, temporary storage, and shipping or transportation of urine specimens to a certified drug testing in accordance with the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Mandatory Guidelines for Federal Work Place Testing Programs ("Mandatory Guidelines").

2. All specimens shall be collected in conformance with the specimen collection procedures set forth in the Mandatory Guidelines. Handling and transportation of urine specimens from one authorized individual or place to another shall always be accomplished through chain of custody procedures.

3. A split specimen method of collection shall be used and the split specimen method of collection shall be in conformance with the Mandatory Guidelines.

4. All testing shall be done at a Department of Health and Human Services, Substance Abuse and Mental Health Services Administration certified laboratory and transportation of the specimen to the laboratory shall be in conformance with the Mandatory Guidelines.

5. Laboratory security, chain of custody, and analysis procedures shall be in conformance with the Mandatory Guidelines.

6. The initial test shall use an immunoassay which meets the requirements of the Food and Drug Administration for commercial distribution. The following initial cutoff levels shall be used:

Initial Test Level (ng/mL)

<u>(Nanograms per milliliter)</u>	<u>(ng/ml) Test Level</u>
Amphetamines	1000
Cannabinoids	50
Cocaine metabolites	300
Opiates (codeine / morphine)	300
Phencyclidine	25
Level of the positive result for alcohol	0.02 Breath alcohol

7. Specimens that test negative on all initial immunoassay tests will be reported negative. No further testing of these negative specimens for drugs is permitted

8. All specimens identified as positive on the initial test shall be confirmed for the class(es) of drugs screened positive on the initial test using gas chromatography/mass spectrometry (GC/MS) in conformance with the Mandatory Guidelines at the following cutoff values:

<u>Confirmatory Test Level</u>	<u>(ng/mL)</u>
Amphetamines	500
Cannabinoids (1)	15
Cocaine metabolites (2)	150
Opiates (codeine / morphine)	2000
Phencyclidine	25
1 Delta-9-tetrahydrocannabinol-9-carboxylic acid	
2 Benzoyllecgonine	

9. Specimens that test negative on confirmatory tests shall be reported negative and no further testing of these specimens for drugs is permitted

10. An essential part of this drug testing program is the final review and reporting of results. The final review and reporting of the results of such drug testing shall be in conformance with the Mandatory Guidelines.

a. This review shall be performed by the Medical Review Officer (“MRO”) prior to the transmission of results to the City. A positive test result does not automatically identify an employee as being in violation of this Policy. The MRO will consider alternate medical explanations in conjunction with their review.

b. The qualifications and responsibilities of the MRO shall be in conformance with the Mandatory Guidelines.

c. Prior to making a final decision to verify a positive test result, the MRO shall give the employee an opportunity to discuss the test result with him or her in conformance with the Mandatory Guidelines.

d. Upon notification by the MRO that an employee has a verified

positive drug test or refusal to test because of adulteration or substitution, the employee shall have 72 hours from the time of notification to request a test of the split specimen. The request may be verbal or in writing.

e. When an employee makes a timely request for a test of the split specimen the MRO shall immediately provide written notice to the laboratory that tested the primary specimen directing the laboratory to forward the split specimen to a second HHS certified laboratory for confirmation testing in accordance with this Policy.

Following verification of a positive test result, the MRO shall report the result to the City's official designated to receive results.

In the future, the employer may add to the list of prohibited drugs any drug which the federal government adds to their list as prohibited for DOT workers. The employer will follow the same cutoff levels and screening procedures used by the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Mandatory Guidelines for Federal Work Place Testing Programs ("Mandatory Guidelines").

V. CONSEQUENCE OF A NEGATIVE TEST

A. In the event the test results are reported as negative, such test results shall be destroyed, the employee shall be paid for lost work time due to the testing, and no discipline shall be levied against the employee based upon the testing process and/or the result of the testing process.

VI. CONSEQUENCES OF A POSITIVE TEST

A. In the event the MRO reports the test results positive, an employee who tests positive for any of the drugs or alcohol referred to in this Policy may be subject to discipline, up to and including termination.

B. Nothing in this Policy shall be construed to limit the City's right to discipline/discharge a bargaining unit employee for violations of this or any other City / Department policy.

C. Nothing in this Policy shall be construed to limit or abridge any of the rights set forth in the collective bargaining agreement between the Association and the City and/or any rights provided by federal and state law.

VII. RECORDKEEPING

A. All records related to the alcohol or drug testing of an employee shall be treated as confidential medical records.

B. Any employee who is the subject of an alcohol or drug test shall, upon written request, have access to any and all records relating to his or her drug test and any records relating to the results of any relevant certification, review, or revocation-of-certification proceedings. Such access shall not include communications protected by attorney-client privilege.

VIII. RIGHT OF APPEAL

A. Employees and the Association have the right to challenge an alleged violation of this Policy and/or the results of alcohol and drug testing through the grievance procedure set forth in the collective bargaining agreement between the Association and the City.

IX. RIGHT OF ASSOCIATION PARTICIPATION

A. At any time, the Association, upon request, will have the right to inspect and observe any aspect of the drug testing program with the exception of individual test results, provided that such inspection does not delay any testing procedure. The Association may inspect individual test results if the release of this information is authorized by the employee involved.

X. ASSOCIATION HELD HARMLESS

A. The City shall be solely liable for any legal obligations and costs arising out of the provisions of this Policy and/or application of this Policy, except as otherwise provided herein.

B. The Association shall be held harmless for all claims arising out of errors, omissions or negligent acts by the third party contractors hired by the City to conduct the drug testing under this Policy, including failure to abide by the protocol established by this Policy; and for all claims arising out of the implementation/administration of this Drug Policy, except for a failure of the Association to file a timely grievance based on known violations of Article III(A) of this policy.

AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON

and

MERCER ISLAND POLICE ASSOCIATION

(SUPPORT)

January 1, 2018 – December 31, 2020

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AGREEMENT
By and Between
CITY OF MERCER ISLAND, WASHINGTON
And
MERCER ISLAND POLICE ASSOCIATION
(SUPPORT)

This Agreement is effective the 1st day of January, 2018 and is entered into by and between the City of Mercer Island, Washington, hereinafter, referred to as the "Employer" or "City" and the Mercer Island Police Association, hereinafter referred to as the "Association," representing the Support Services Bargaining Unit. All terms and conditions of this Agreement shall be effective January 1, 2018 through December 31, 2020.

ARTICLE 1 - RECOGNITION

- 1.1 The Employer recognizes the Association as the sole and exclusive bargaining agent for the purpose of establishing wages, hours and other conditions of employment for all of its full-time and part-time Police Department employees employed in work classifications set forth in Appendix "A". It is agreed that temporary and on-call employees are not covered by this Agreement.

ARTICLE 2 - UNION MEMBERSHIP

- 2.1 No employee covered by this Agreement shall be discriminated against by either party for his/her activities on behalf of the Association so long as they do not interfere with city business.
- 2.2 All employees classified and hired full-time and/or part-time as a condition of continued employment, shall pay each month a service charge equivalent to regular Association dues to the Association as a contribution towards the administration of this Agreement.
- 2.3 The right of non-association of employees of the Mercer Island Police Department based on bona fide religious tenets or teachings of a church or a religious tenet of which such employee is a member shall be protected at all times and such employee shall pay such sum in such manner as is provided in RCW 41.56.122. as now enacted and hereafter amended.

- 2.4 Upon written authorization by an employee and approval by a representative of the Association, the Employer agrees to deduct from the wages of each employee the sum certified as initiation dues, assessments and monthly Association dues, and forward the sum to the Association's Secretary or Treasurer. The Association agrees that it shall indemnify the Employer and save the Employer harmless from any and all claims, awards, judgments, attorney's fees or other litigation costs which may be made by an employee or employees against the Employer by virtue of the application of this section.
- 2.5 Designated representatives of the Association shall suffer no loss of pay while performing functions related to the administration of this Agreement, provided reasonable advance notification is given to the appropriate supervisor. The Employer retains the right to restrict such activities when an emergency exists or where such activities would create a danger to public safety.

ARTICLE 3 - DEFINITIONS

- 3.1 Probationary Employee. A support services employee who has not completed the first twelve months of continuous employment. Probationary employees shall earn benefits and shall be eligible to use them as provided in this Agreement.
- 3.2 Regular Employee. An employee who has successfully completed his/her probationary period. Regular employees receive benefits as set forth in this Agreement.
- 3.3 Casual Employee. An employee who is hired to work on an as needed basis.
- 3.4 Full-Time Employees. An employee who is hired to work the normal work schedule as defined in Section 4.2.
- 3.5 Part-Time Employees. An employee who is hired to work one-half of the normal work schedule or more as defined in Section 4.2.
- 3.6 Anniversary Date. One year after an employee's date of hire and that date every year thereafter.

ARTICLE 4 - HOURS OF WORK AND OVERTIME

- 4.1 Normal Work Day for Records Section/PSO/Evidence Technician. The normal work day for full-time Records Specialists shall consist of eight consecutive hours, including a paid one half-hour meal period. The normal work day for Police Support Officer shall consist of eight (8) consecutive

hours and include a thirty (30) minute meal period. An Employee assigned as a Police Support Officer shall be subject to immediate call out during meal and rest periods. The normal work day for part-time employees, including the Evidence Technician, shall consist of four consecutive hours, not to include a meal period.

- 4.2 Normal Work Schedule for Records Section/PSO/Evidence Technician. The normal work schedule for Records Section employees shall be five consecutive normal work days followed by two consecutive days off. In order to facilitate adequate coverage due to illness or vacation, the normal work schedule may be modified. Depending upon special needs and events as determined by the employer, the Police Support Officer may be assigned to work some evening shifts and weekends, in lieu of the normal eight (8) hour shift, five (5) days on, followed by two (2) days off schedule. In addition, for employees filling Records Specialist positions, alternate work schedules may be utilized upon mutual agreement of both parties. All unit employees will receive a thirty (30) minute meal period and two (2) fifteen (15) minute rest periods each work day.
- 4.3 Normal Work Schedule for Marine Patrol Technician. The Marine Patrol Technician(s) shall work an eight (8) hour shift with five (5) days on, followed by two (2) days off, followed by five (5) eight (8) hour days on, followed by three (3) days off. This 5-2/5-3 schedule will be implemented during the boating season, which extends from April 1 through September 30, annually. For the remainder of the year, a 5-2, eight (8) hour schedule will be implemented. This annual schedule accounts for 2,040 hours worked and as a result, the Marine Patrol Technician(s) shall work one (1) extra eight (8) hour shift in the vicinity of April 1 of each year and another one (1) extra eight (8) hour shift in the vicinity of September 30 of each year, provided that the extra shift does not result in a work week in excess of forty (40) hours.
- 4.4 Normal Work Week Full-Time. The normal work week shall consist of forty hours of work within a consecutive seven day period.
- 4.5 Overtime. All hours worked in excess of eight in one day, all hours worked in excess of the normal work week, excluding part-time's normal work week, or all hours worked on a scheduled off duty day shall be considered overtime. Overtime shall be paid at one and one-half times the employee's regular rate of pay. Overtime must be authorized by the employer. Time paid for, but not worked shall not count as hours worked for purposes of computing overtime. Hours paid at the overtime rate are not hours worked or paid hours for purposes of computing longevity increments or retirement benefits. The City shall attempt to meet its overtime requirements on a voluntary basis.

- 4.6 Compensatory Time. The employer shall pay all authorized overtime on a cash basis. Provided, however, that nothing in this Article shall be construed as to prohibit the employee the option of taking compensatory time off in lieu of paid overtime, provided the accumulation and use of such time is provided by the administrative officer or officer officially acting in that capacity, and the compensatory time is compensated at the time and one-half rate. Provided, further, however, that in no case may an employee accrue more than 240 hours of compensatory time. Compensatory time may be used or cashed out in one-quarter of an hour increments. Upon termination of employment with the City, the employee will be paid for all unused compensatory time at the employee's current regular rate of pay or the average of the employee's regular rate of pay during the preceding three years, whichever is higher. Cash-outs of unused compensatory time include longevity pay.
- 4.7 Rest and Meal Periods. Meal and rest periods shall be handled in accordance with W.A.C. 296-126-092.
- 4.7.1 Employees shall be allowed a meal period of at least 30 minutes which commences no less than two hours nor more than five hours from the beginning of the work day.
- 4.7.2 No employee shall be required to work more than five consecutive hours without a meal period.
- 4.7.3 Full time employees working three or more hours longer than a normal work day shall be allowed at least one 30-minute meal period prior to or during the overtime period.
- 4.7.4 Employees shall be allowed a rest period of not less than ten minutes, on the Employer's time, for each four hours of working time. Rest period shall be scheduled as near as possible to the midpoint of the work period. No employee shall be required to work more than three hours without a rest period.
- 4.7.5 Where the nature of the work allows employees to take intermittent rest periods equivalent to ten minutes for each four hours worked, scheduled rest periods are not required.
- 4.8 Pay Periods and Pay Days. Employees shall be paid every fourteen days.
- 4.9 Call Back. An employee called in to work after completing his/her normal work day or normal work schedule, excluding part-time employees, shall be paid a minimum of three hours at time and one-half times his/her regular rate of pay. Employees who are not notified by 5:00 p.m. on the day prior to a scheduled court appearance that their testimony is not necessary, shall

receive the minimum call back pay provided herein, whether or not they ultimately appear. Notice may be achieved by voice mail provided that such system electronically time/date stamps messages.

ARTICLE 5 - WAGES

- 5.1 Records Specialist and Evidence Technician. Effective January 1, 2018, Records Specialist and Evidence Technician employees shall be compensated in accordance with the wage schedule attached to this Agreement marked Appendix "A." This wage schedule shall be considered a part of this Agreement. This wage schedule reflects an across the board cost of living adjustment in the amount of 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August 2017).
- 5.1.1 Effective January 1, 2019, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August 2018).
- 5.1.2 Effective January 1, 2020, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI-W (semi-annual index released in August 2019).
- 5.1.3 Any Records Specialist who is assigned by the Police Chief or his/her designee as the Public Records Officer or Lead Records Specialist shall receive a 5% premium while serving in this capacity, as reflected in the wage schedule. Additional duties of the Lead Records Specialist may include, but are not limited to, TAC duties and training new Records Specialist(s). This 5% premium pay shall correspond with the Records Specialist's level of longevity. Should the Records Specialist work overtime in such capacity, he/she shall receive overtime at one-and-one half times the higher wage rate calculated as provided herein.
- 5.2 Marine Patrol Technician and Police Support Officer (PSO). Marine Patrol Technician and PSO employees shall be paid at a rate of 75% of a fully-commissioned officer assigned to Patrol in the same pay step and at the same longevity rate, which can be found in Articles 5 and 6 of the current Mercer Island Police Association Collective Bargaining Agreement (Commissioned).
- 5.3 Education Incentive. The City shall pay any Marine Patrol Technician or Police Support Officer:
- (a) who holds or obtains an A.A. Degree from an accredited college or university or who can document ninety credit hours toward a Bachelor's Degree in actual college course work, an education allowance of \$150.00 per month; or

(b) who holds or obtains a B.S. or B.A. Degree from an accredited college or university an education allowance of \$275.00 per month.

ARTICLE 6 - LONGEVITY PAY

6.1 Effective January 1, 2014, Support Employees adopted the following longevity schedule, which matches that as outlined in the Police Collective Bargaining Agreement. If an employee's wages would have been higher at the former longevity and wage scale, the employee will be moved to the next step on the wage scale. The employee shall remain at that step until his/her years of service catch up to the applicable step.

Employees shall receive longevity pay in accordance with the following schedule:

<u>Upon Completion of</u>	<u>% of Applicable Hourly Rate (rounded to nearest whole cent)</u>	
Five years' continuous service	Three percent	(3%)
Ten years' continuous service	Four and one half percent	(4.5%)
Fifteen years' continuous service	Six percent	(6%)
Eighteen years' continuous service	Eight percent	(8%)
Twenty-one years' continuous service	Ten percent	(10%)
Twenty-four years' continuous service	Twelve percent	(12%)

6.2 Longevity pay shall be due and payable beginning on the next regular pay day following the eligible employee's anniversary date, and thereafter each consecutive pay period.

6.3 Longevity pay shall be included in the employee's regular rate of pay for purposes of computing overtime. Longevity pay shall be included in the computation of any pay received.

ARTICLE 7 - PERSONAL LEAVE

7.1 Employees shall receive up to three normal work days of personal leave with pay during each year of this Agreement. Personal leave may not be used until an employee has successfully complete six months' employment. Such leave shall require advance approval. Employees who terminate during the life of this Agreement shall have their final check adjusted to reflect any personal leave used in advance of actual accrual.

ARTICLE 8 – UNIFORM, CLEANING AND BOOT ALLOWANCE

8.1 Uniforms shall be furnished by the employer in the event that they are required.

- 8.2 The employer will provide dry cleaning services for each employee at the rate of four (4) clothing items per week. During this contract, the maximum rate the City shall be required to pay per month shall be \$30.00. The employer shall provide additional dry cleaning services if clothing is unusually soiled in the course of duty.
- 8.3 The Marine Patrol Technician will receive \$150 per year for the purchase of footwear. The Police Support Officer will receive \$100 per year for the purchase of footwear.

ARTICLE 9 - BENEFIT PLANS

- 9.1 Medical, Dental and Vision Insurance. Effective January 1, 2018, the employer shall offer medical, dental, and vision insurance benefits through the LEOFF Health & Welfare Trust ("LEOFF Trust"). Insurance premiums to provide employees and their dependents medical and dental benefits shall be paid by the employer. The employer's contribution shall be based on the LEOFF Trust Medical Plan F and LEOFF Trust Dental Plan 2A. If desired, an employee may choose the Association of Washington Cities ("AWC") Benefits Trust Kaiser 200 Plan for medical insurance and the AWC Vision Services Plan in lieu of the LEOFF Trust Medical Plan F. Coverage shall not be reduced during the life of this Agreement.

The employer shall pay 100% premium cost for medical and dental insurance for all employees, plus 90% of premium costs for dependent coverage, for the period of this Agreement.

Opt-out of medical coverage - An employee who waives the right to obtain medical insurance coverage through the City and who provides proof of credible coverage through his / her spouse or other source shall be entitled to receive 50% of the total premiums that would be paid by the City, contributed to their Retirement Health Savings (RHS) account. Example - employee with a spouse would receive amount equal to 50% of the premiums for his / herself and spouse, minus the 10% employee contribution for the spouse. Employee with two children and spouse would receive the 50% of the equivalent of those premiums, again minus the 10% employee contribution for the spouse and dependents.

- 9.2 VEBA HRA. Effective January 1, 2018, the employer shall provide yearly contributions of \$1,200 to the Health Reimbursement Account (VEBA) of each employee. One-half of the VEBA contributions shall be deposited by the second week of January of each year and one-half of the VEBA contribution shall be deposited by the second week of July of each year. Any funds not utilized by an employee in a calendar year remain available in subsequent years. The funds accumulated during employment shall be available for qualified expenses after an employee leaves employment with

the City.

In 2018 only, the employer shall deposit an additional one-time VEBA contribution in the amount of \$1,250 into each employee's VEBA account by the second week of January.

- 9.3 Retirement Plan. Employees shall be enrolled and covered to the extent required and allowed by the applicable State of Washington Department of Retirement Systems Plan. All qualified bargaining unit employees may elect, at any time, to claim benefits under the Early Retirement Plan using the calculations on the work sheet attached as Exhibit "A". A qualified employee is an employee who has reached age 55 and is vested in their respective retirement plan.
- 9.4 Worker's Compensation. Worker's compensation shall be provided by the City as provided by law.
- 9.5 Unemployment Compensation. Unemployment compensation shall be provided by the City as provided by law.
- 9.6 Vision Insurance. The City will provide employees and their dependents eye care and eye wear benefits through the LEOFF Trust medical plan.
- 9.7 Life Insurance. The Employer shall provide and pay the premiums for \$50,000 life insurance for each employee covered by this Agreement.

ARTICLE 10 – PART-TIME MARINE PATROL TECHNICIANS

- 10.1 Part-Time Marine Patrol Technicians. The wages, hours, and other conditions of employment for part-time Marine Patrol Technicians (also referred to as "Marine Patrol Assistants") shall be governed by Appendix A. Appendix A shall be considered a part of this Agreement.

ARTICLE 11 - SICK LEAVE

- 11.1 Accrual. Employees accrue sick leave at the rate of one normal work day for each month of service (8 hours for full-time employee, pro-rated for part-time employee). Sick leave accumulated in one year can be carried over to the succeeding years up to a maximum of one hundred twenty days (960) hrs. This amount is prorated for part-time employees. For purposes of calculating each employee's maximum accrual, each normal work day of sick leave benefits, whether it was earned by any employee covered by this agreement, shall be equal to eight hours. Employees who are granted a leave of absence with pay for any purpose shall continue to accrue sick leave at their regularly prescribed rate. No compensation for accrued but unused sick leave shall be paid upon the termination of employment.

- 11.2 Use. Accrued sick leave benefits may be used by an employee to avoid loss of pay if the employee is unable to work his/her normal work schedule due to personal illness or injury, enforced quarantine in accordance with community health regulations, or the serious illness or injury of an immediate family member necessitating the employee's presence. Each normal work day of sick leave benefits earned and used by full-time employees shall be equal to 8.0 hours of sick leave benefits (pro-rated for part-time employees). Part-time employees sick leave earned and used shall be pro-rated.
- 11.3 Reporting. When an employee is unable to report for work, he/she must notify his/her supervisor as soon as reasonably prudent. Failure to do so may result in denial of sick leave benefits for such absence. The City may, for cause, require a physician's statement.
- 11.4 Partial Absences. Absence for part of a normal work day for the reasons specified in Section 10.2 shall be charged against accrued sick leave in an amount not less than one-quarter of an hour. Holidays and other regular days off shall not be charged against accrued sick leave benefits during periods of absence due to authorized sick leave.
- 11.5 Probationary Employees. Probationary employees accrue but are not eligible to use sick leave benefits until they have worked six continuous months.
- 11.6 Integration of Workers' Compensation. In any case where an employee suffers an on-the-job injury and is eligible to receive workers' compensation time loss benefits, the City shall continue to pay such employee's regular pay for the normal work schedule for up to one month following such injury or illness. If an employee receives workers' compensation time loss benefits representing lost compensation for this one month period, the employee will reimburse the City for the value of any workers' compensation benefits received. During this one month period, the employee's accrued sick leave benefits shall not be charged. Any continuation of wages beyond this one month period shall be according to the City's personnel policies on disability leave. An employee on paid disability leave continues to receive all benefits provided by this Agreement.
- 11.7 Long Term Disability Insurance. The City will provide to the Records section employees who are members of the Mercer Island Police Association a long-term disability insurance benefit which provides a 60% guaranteed benefit after a 90 day qualifying period and a rehabilitation period of 36 months. The premium for this benefit will be paid by the City.
- 11.8 Wellness Incentive. During the term of this Agreement, the wellness incentive plan for bargaining unit employees shall be as follows:

All employees shall earn \$25 per month for every month with zero sick leave hours used. Additionally:

- Employees with 0 through 9 years of service earn:
 - \$300 plus 24 hours of vacation if eight (8) sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$150 plus 16 hours of vacation if 8 - 24 sick leave hours are use in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

- Employees with 10 through 19 years of service earn:
 - \$600 plus 24 hours of vacation if eight (8) sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus 16 hours of vacation if 8 - 24 sick leave hours or less hours are use in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$100 plus 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

- Employees with 20 years of service or more earn:
 - \$900 plus 24 hours of vacation if eight (8) sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$600 plus 16 days of vacation if 8 - 24 sick leave hours or less hours are use in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

Benefits for partial years of service shall be pro-rated as per time in service. Use of sick leave benefits does not include Labor and Industries time loss. The City shall place all money earned as part of this wellness incentive program into the employee's Retirement Health Savings (RHS) account.

ARTICLE 12 - HOLIDAYS

12.1 Twelve paid holiday days are recognized by the City as follows:

New Year's Day	January 1
Martin Luther King, Jr's Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Day	December 25
Day after Christmas	December 26
Floating Holiday	Employee's Choice

- 12.2 Hours actually worked on New Year's Day, Thanksgiving Day and Christmas Day shall be paid at two times the employee's regular rate of pay. On all other recognized holidays, the employee shall be paid for any normal work days worked on such holidays, at one and one-half times the employee's regular rate of pay. Any hours worked on any holiday in excess of the normal work day shall be compensated at two and twenty five hundredths (2.25) times the regular rate of pay. On New Year's Day, Thanksgiving Day and Christmas Day any hours worked on any holiday in excess of the normal work day shall be compensated at three times the regular rate of pay. At the employee's option, he/she may receive straight time pay for the first eight hours worked on a recognized holiday and compensatory time at the rate of either two times the regular rate for hours actually worked on Thanksgiving, Christmas or New Year's Day, or one and one-half times the regular rate of pay for hours actually worked on other recognized holidays.
- 12.3 Another paid normal work day off shall be provided to the employee at the regular rate when the holiday falls on the employee's normal day off, or when the employee works on the holiday.
- 12.4 Employees shall not accumulate in excess of ten paid normal days off as the result of the operation of Section 12.3 unless scheduling requirements cause the City to request that the employee not schedule or use an accumulated holiday. Employees who accumulate more than ten paid normal work days off will schedule a holiday off as soon as possible in order to reduce the number of accumulated holidays to 10 or less, or use of the excess holidays will be scheduled by the City.
- 12.5 Employees may use holiday benefits after completing six month's continuous employment.
- 12.6 Upon termination of employment with the City, the employee will be paid for all unused holiday benefits at the employee's current regular hourly rate.

For purposes of payoff of unused holiday benefits upon termination of employment, each accrued normal work day of holiday benefits, whether it was accrued by any employee covered by this agreement, shall be equal to 8 hours pay.

12.7 Part-time employees shall receive and use holiday leave on a pro-rated basis.

ARTICLE 13 - VACATIONS

13.1 Accrual. Vacation benefits are accrued by all employees as follows:

<u>MONTHS OF CONTINUOUS SERVICE</u>	<u>HOURS ACCRUED PER MONTH</u>
1st month through 59th month	8 hours per month
60th month through 119th month	10 hours per month
120th month through 179th month	12 hours per month
180th month through 239th month	14 hours per month
240th month or more	16 hours per month

Vacations benefits are earned on a monthly basis. Benefits may be used in the month they are earned or during any subsequent month provided the employee has successfully completed six months employment. Vacation benefits may be used in four-hour increments.

13.2 Pay. Vacation pay shall be the amount the employee would have earned had the employee worked his/her normal work schedule on the scheduled vacation days. Each normal work day of vacation benefits earned and used by a full-time employee will be equal to 8.0 hours of vacation benefits. Each normal work day of vacation benefits earned and used by a part-time employee shall be equal to 4 hours of vacation benefits.

13.3 Maximum Accrual. Vacation benefits may be earned and accrued up to 240 hours. For purposes of calculating each employee's maximum accrual, each normal work day of vacation benefits whether it was accrued by any full-time employee covered by this agreement shall be equal to 8 hours, part-time employees shall be equal to 4 hours. No additional earnings or accruals shall be credited to an employee who has earned and accrued the maximum benefits unless there are circumstances beyond the employee's control which precluded the employee from utilizing vacation benefits already accrued.

13.4 Scheduling. The Chief of Police or his/her designee will post a calendar before February 1 of each year in a conspicuous place that all employees will see for the purpose of allowing employees to request their preferred vacation times. The City retains the right to schedule vacations in such a

way as will minimize interference with functions and workloads in particular sections. All vacations must have the approval of the Chief of Police or his/her designee. If two or more employees request identical or overlapping vacation dates, the more senior employee's request will be given preference. Employees who choose to split their vacation may exercise their seniority on preferred dates only once.

Employees may sign up for three weeks of vacation at a time and only one (1) person may be off at a time.

13.5 Cash Out of Holiday/Vacation Benefits. Employees who earn 12 or 15 normal work days of vacation per year, and who have accrued any vacation benefits in excess of 10 normal work days as of October 30 of each year, and are not scheduled to use such excess vacation benefits before the end of the City's fiscal year, may at such employee's option be paid for such excess accruals by separate check before December 10 of each year. Employees who earn 18 or 20 normal work days of vacation per year and have accrued any vacation benefits in excess of 15 normal work days as of October 30 of each year, and are not scheduled to use such excess vacation benefits before the close of the City's fiscal year, may at the employee's option be paid for such excess accruals by separate check before December 10 of each year. Such excess accruals shall be paid at the eligible employee's current hourly rates of pay in effect at the time of such cash out. For purposes of this section, each accrued normal work day of vacation benefits, whether it was accrued by any employee covered by this agreement, shall be equal to eight hours pay at the employee's current hourly rate of pay.

13.6 Cash Out Upon Termination. Upon termination of employment, regular employees shall be entitled to payment for all accrued but unused vacation benefits at their current hourly rate of pay up to a maximum of 240 hours, unless the amount over 240 hours was accrued while on disability leave. For purposes of this section, each accrued normal work day of vacation benefits, whether it was earned by any employee covered by this agreement, shall be equal to eight hours pay at the employee's current hourly rate of pay.

13.7 Part-time employees shall receive vacation leave on a pro-rated basis.

ARTICLE 14 - JURY DUTY AND WITNESS LEAVE

14.1 An employee serving on a jury will be excused from work and will be paid the amount the employee would have earned had the employee worked his/her normal work schedule. The employee will reimburse the City for any fees received for jury duty.

- 14.2 Any employee who, as a result of his/her department duties, is required to appear before a court shall be paid for such court appearances at the appropriate rate of pay. The employee will reimburse the City for any subpoena or witness fee received.
- 14.3 Any employee who is required to appear before a court, legislative committee or quasi-judicial body as a witness in response to a subpoena or other directive for other than department duties, shall be allowed to use any accrued holiday or vacation benefits or compensatory time to offset any loss of pay for such periods.

ARTICLE 15 - EMERGENCY LEAVE

- 15.1 When death, critical illness or injury occurs in the immediate family of an employee, and his/her attendance is necessary, he/she shall be allowed up to three (3) normal work days off duty with pay so long as the Chief of Police finds that the public peace, health, safety and welfare will not be seriously impaired as a result of the leave granted.
- 15.2 "Childbirth". At the time of delivery, five (5) days of emergency leave shall be granted for those employees who carry and deliver a child. On the day of delivery, one day of emergency leave shall be granted to an employee whose spouse gives birth.
- 15.3 "Immediate family" shall mean the spouse or children of the employee, the employee's mother and father, or the mother and father of the employee's spouse. However, under unusual circumstances, the Chief of Police may more broadly construe this term to apply to other persons living within the employee's household, others related to the employee by blood or marriage or to established foster relationships having attributes of familial ties.

ARTICLE 16 - PERSONNEL PROCEDURE/LAYOFF NOTICE

- 16.1 Employees having completed their probationary period, but having less than thirty (30) months in the Department, shall be entitled to fifteen (15) days' notice prior to being laid off due to a reduction in force.
- 16.2 Employees having thirty (30) months or more service in the department shall be entitled to thirty (30) days' notice prior to being laid off due to a reduction in force.

ARTICLE 17 - GRIEVANCE PROCEDURE

- 17.1 Disputes regarding the interpretation of this Agreement shall be handled in the following manner:

- Step 1: The employee or the Association shall formally submit grievances in writing to the Chief of Police (or designee) through the appropriate Supervisor. Such submissions shall state the factual basis for the grievance, the provision or provisions of the Agreement allegedly violated, and the remedy requested. Grievances which are not filed within sixty (60) calendar days from the date the employee knew or reasonably should have known of the alleged violation shall be deemed waived for all purposes. The Chief of Police (or designee) shall convene a Step 1 meeting within five (5) calendar days of receipt of grievance. Attendance at such meeting may include appropriate supervisors, Association representative, and/or the individual grievant. The Chief of Police (or designee) shall render a decision in writing to the Association within seven (7) calendar days after the conclusion of the Step 1 meeting.
- Step 2: The decision of the Chief of Police (or designee) may be appealed in writing by the employee or the Association to the City Manager within five (5) calendar days of its receipt. The City Manager shall review the facts, convene any meeting involving the parties which he deems appropriate, and shall issue in writing the final position of the Employer within fifteen (15) days of receipt of the Step 2 appeal.
- Step 3: Within thirty days of receipt of the Step II answer of the employer, the Association must give written notice of to the City Manager or Acting City Manager of its intent to arbitrate any remaining dispute or the grievance will be considered time barred. The arbitrator shall be mutually selected from a list requested from the Federal Mediation and Conciliation Service. Only grievances which involved an alleged violation by the Employer of a specific article or provision of the Agreement and which are presented to the Employer in writing during the term of this Agreement and which are processed in the manner and within the time limits herein provided shall be subject to arbitration.

17.2 The decision of the arbitrator shall be final and binding upon the parties. Provided, however, no arbitrator shall have the authority to render a decision or award which modifies, adds to, subtracts from, changes or amends any term or condition of this Agreement; further provided, rendition of a decision or award shall be in writing within thirty (30) calendar days of the close of the hearing (or submission date of written brief) and shall include a statement of the reasoning and grounds upon which such decision or award is based.

- 17.3 The cost of services of the arbitrator shall be shared equally by the parties. All other costs (such as attorney fees, witness time, transcripts, etc.) shall be born separately by the party incurring the expense. Time limits described herein may be extended by mutual agreement of the parties.

ARTICLE 18 - INSURANCE PROTECTION

- 18.1 The City shall protect employees of the bargaining unit against civil claims arising out of the employees' actions taken in the course of their employment. Employees are not insured for illegal acts or other acts outside department procedures. Insurance coverage presently provided by the City shall be continued for the duration of this Agreement; provided, however, that it is specifically recognized that the City's insurance coverage may be changed or cancelled by the insurer(s) without the City's consent and in the event of such a change or cancellation, the City will make a good faith attempt to obtain replacement coverage.

ARTICLE 19 - SAVINGS CLAUSE

- 19.1 Should any provision of this Agreement or the application of such provisions be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall not be affected thereby, and the parties shall immediately enter into collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement provision. In the event the City's Police Department is totally or partially exempted from the federal wage and hour laws, the parties shall immediately enter into collective bargaining negotiations for the purpose of renegotiating relevant provisions in this Agreement.

ARTICLE 20 - MANAGEMENT RIGHTS

- 20.1 Subject to the terms and limitations of this Agreement, the management of the Police Department is vested in the Employer.

ARTICLE 21 - SCOPE OF AGREEMENT

- 21.1 The parties agree that this Agreement is their complete Agreement and that all Agreements between the parties are merged into this Agreement. No issues negotiated by this Agreement are subject to mandatory negotiations during the term of this Agreement, but they may be modified by mutual Agreement.
- 21.2 The term "employee" as used in this Agreement includes both male and female employees covered by this Agreement. In addition, wherever in this Agreement the masculine gender is used, it is intended it will apply to the

female gender as well.

ARTICLE 22 - BILL OF RIGHTS

- 22.1 When any employee of the Department is under investigation for an act that could lead to punitive action, inducing dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer, for purpose of punishment, and because of such investigation he/she is being interrogated, such interrogation shall be conducted under the following terms and conditions:
- 22.1.1 All complaints made against any member of the bargaining unit must be submitted in written form by the person making the complaint.
- 22.1.2 The person under investigation shall be informed of the nature of the complaint and the person in charge of the investigation. The person under investigation shall be supplied with a copy of the written complaint filed against them, this copy shall show the complaining persons signature as well as all of the facts set down in the complaint. It is understood that from time to time we will receive anonymous citizen complaints. It is further understood that all complaints should be investigated. After an initial investigation, the person in charge deems that it is a valid complaint and more investigation is necessary, then the person in charge becomes the complainant.
- 22.1.3 All interrogations shall be at a reasonable hour, the length of time of the interrogation shall be reasonable, and the person being interrogated shall have the right to attend to his/her own personal physical necessities.
- 22.1.4 There shall be no threats, abusive language or promises made during the interrogation; however, the employee may be informed that if he/she is given immunity from criminal action that his/her refusal to truthfully answer questions concerning his/her official duties may be subject to dismissal or other punitive actions.
- 22.1.5 If the investigation may lead to criminal charges, the employee must be informed of his/her constitutional rights.
- 22.1.6 No employee shall be required to take a polygraph test and no adverse comment may be included in his/her personnel file or disciplinary hearing for his/her failure to take such polygraph test.
- 22.1.7 No locker or other space assigned to an employee under investigation shall be searched, without his/her presence or consent, except as a result of a search warrant.

ARTICLE 23 - MARINE PATROL HAZARD PAY

23.1 Double Time for Dive Team Missions. When the Marine Patrol Technician responds to an actual mission (call-out) with the City's Dive Team, such employee shall receive a rate of pay that is double his/her regular rate of pay.

ARTICLE 24 - SMOKING POLICY

24.1 Smoking is not permitted within the police building or in any of the Department vehicles. Exceptions may be granted only by the Police Chief. Violation of this smoking policy may result in disciplinary action, up to and including termination.

ARTICLE 25 - TERM OF AGREEMENT

25.1 This Agreement shall be effective January 1, 2018, and it shall remain in full force and effect until December 31, 2020.

DATED AND SIGNED THIS _____ day of _____, 2018.

City of Mercer Island

Mercer Island Police Association

Julie Underwood, City Manager

Scott Schroeder, Association President

Attest:

Allison Spietz, City Clerk

Approved as to Form:

Kari Sand, City Attorney

EXHIBIT A

Early Retirement Incentive Worksheet

Employee Name: _____ SSN: _____

___ Minimum 5 year of service with City

Early Retirement Incentive is computed as follows:

- \$100 for each year of service with the City
- \$100 for each month retiring early (maximum of 60 months)
- Up to 20% of salary savings

YEARS OF SERVICE

_____ Hire date
_____ Retirement date
_____ Years of service @ \$100 each

MONTHS

RETIRING EARLY

_____ Birthdate
_____ Months to age 65
_____ Months to reach 25 _____
_____ years service
_____ Months (use larger number, maximum 60)
_____ @ \$100 each _____

SALARY SAVINGS

_____ Current hourly rate, annualized @ 2088 hours _____
_____ New hourly rate, annualized @ 2088 hours _____
_____ Annual savings _____
_____ Monthly savings _____
_____ Deduct - months temporary help costs
_____ Total months (maximum of 12 months) times
_____ monthly savings x 20%

TOTAL _____

APPENDIX A

MERCER ISLAND RECORDS					
January 1, 2018 Pay Scale					
3.17% COLA Increase Over December 31, 2017					
PSO & Marine Patrol Tech pay equals 75% of Police Officer Pay					
STEP %	2018 HOURLY	O.T.	BI-WEEKLY	MONTHLY	ANNUAL
<i>Records Clerk</i>					
A	\$23.91	\$35.87	\$1,913	\$4,145	\$49,736
B (Month 7)	\$25.27	\$37.91	\$2,022	\$4,381	\$52,566
C (Month 19)	\$26.63	\$39.95	\$2,131	\$4,616	\$55,396
D (Month 31)	\$28.17	\$42.25	\$2,253	\$4,882	\$58,585
E (Month 43)	\$29.96	\$44.95	\$2,397	\$5,194	\$62,326
3% (5 Years)	\$30.86	\$46.30	\$2,469	\$5,350	\$64,196
4.5% (10 Years)	\$31.31	\$46.97	\$2,505	\$5,428	\$65,131
6% (15 Years)	\$31.76	\$47.64	\$2,541	\$5,505	\$66,066
8% (18 Years)	\$32.36	\$48.54	\$2,589	\$5,609	\$67,312
10% (21 Years)	\$32.96	\$49.44	\$2,637	\$5,713	\$68,559
12% (24 Years)	\$33.56	\$50.34	\$2,685	\$5,817	\$69,805
<i>Evidence Technician</i>					
A	\$26.25	\$39.38	\$2,100	\$4,550	\$54,604
B (Month 7)	\$27.57	\$41.35	\$2,205	\$4,778	\$57,338
C (Month 19)	\$28.87	\$43.30	\$2,310	\$5,004	\$60,048
D (Month 31)	\$30.17	\$45.26	\$2,414	\$5,230	\$62,758
E (Month 43)	\$31.49	\$47.23	\$2,519	\$5,458	\$65,492
3% (5 Years)	\$32.12	\$48.18	\$2,570	\$5,568	\$66,811
4.5% (10 Years)	\$32.59	\$48.89	\$2,607	\$5,649	\$67,794
6% (15 Years)	\$33.54	\$50.31	\$2,683	\$5,813	\$69,760
8% (18 Years)	\$34.01	\$51.02	\$2,721	\$5,895	\$70,744
10% (21 Years)	\$34.63	\$51.95	\$2,771	\$6,003	\$72,039
12% (24 Years)	\$35.27	\$52.90	\$2,821	\$6,113	\$73,357
<i>Police Support Officer & Marine Patrol Technician - 75% of Police Officer Pay</i>					
A	\$27.35	\$41.02	\$2,188	\$4,740	\$56,883
B (Month 7)	\$28.83	\$43.25	\$2,307	\$4,998	\$59,976
C (Month 19)	\$29.60	\$44.39	\$2,368	\$5,130	\$61,559
D (Month 31)	\$31.07	\$46.61	\$2,486	\$5,386	\$64,628
E (Month 43)	\$32.46	\$48.68	\$2,597	\$5,626	\$67,509
3% (5 Years)	\$33.43	\$50.15	\$2,674	\$5,795	\$69,535
4.5% (10 Years)	\$33.92	\$50.88	\$2,713	\$5,879	\$70,548
6% (15 Years)	\$34.40	\$51.61	\$2,752	\$5,963	\$71,561
8% (18 Years)	\$35.05	\$52.58	\$2,804	\$6,076	\$72,912
10% (21 Years)	\$35.70	\$53.55	\$2,856	\$6,189	\$74,262
12% (24 Years)	\$36.35	\$54.53	\$2,908	\$6,301	\$75,613



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5394
March 6, 2018
Consent Calendar

OPEN SPACE CONSERVANCY TRUST
2017 ANNUAL REPORT AND 2018 WORK
PLAN

Action:
Receive report. No action necessary.

- Discussion Only
Action Needed:
Motion
Ordinance
Resolution

Table with 2 columns: Category and Description. Rows include DEPARTMENT OF (Parks and Recreation), COUNCIL LIAISON (David Wisenteiner), EXHIBITS (Annual Report, Work Plan), 2017-2018 CITY COUNCIL GOAL (n/a), and APPROVED BY CITY MANAGER.

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

SUMMARY

In 1992, City Council established the Mercer Island Open Space Conservancy Trust in response to the community's strong desire to maintain, protect, and preserve open space on the Island.

The ordinance which established the Open Space Conservancy Trust requires its Board of Trustees to report to City Council annually on the status of their properties.

RECOMMENDATION

Open Space Conservancy Trust Board Chair & Natural Resources Manager

Receive report.

Open Space Conservancy Trust

2017 Annual Report to City Council

TRUSTEE APPOINTMENTS AND ELECTIONS

In March 2017, Councilmember Jeff Sanderson resigned as Council Liaison to the Trust Board. Councilmember David Wisenteiner was appointed to fill this vacancy. The annual election of officers took place at the July meeting. Vice Chair Rory Westberg was elected to the Chair position, replacing Geraldine Poor who will continue to serve on the Board as a Trustee. Trustee Robin Christy was elected to the Vice Chair position, and Trustee Thomas Hildebrandt to the Secretary position.

MERCER ISLAND PARKS AND RECREATION, NATURAL RESOURCES PROGRAM

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

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

FOREST HEALTH AND MANAGEMENT

The Open Space program continues to implement the recommendations made in the Pioneer Park Forest Health Plan (FHP) adopted in 2008. Implementation of the FHP slowed in 2015-2016 compared to previous biennia, but is overall on track. Between 2009 and 2014, the Open Space program was able to get ahead of schedule due to a favorable bidding climate and lower contracting costs. In 2015, the regional demand for qualified restoration contractors increased and restoration costs increased significantly. Natural Resources staff continue to advance restoration priorities while addressing challenges and making effective use of available resources. The following outlines actual progress made to date versus proposed benchmarks outlined in the FHP:

Table 1. Forest Health Plan Cumulative Progress in Pioneer Park, 2009-2017

Restoration Task	Proposed (acres)	Actual (acres)
Herbicide invasive trees	93	119
Invasive tree treatment maintenance	45	2
Ivy ring creation	47	63
Ivy ring maintenance	37	5
Tree planting	72	74
Planting maintenance	64	135

As outlined in Table 1, ivy ring creation is 16 acres ahead of schedule with 63 acres of ivy rings completed, primarily due to extensive progress during the 2013-2014 biennium. New ivy ring creation in heavily impacted areas has been prioritized over ivy ring maintenance based on the level of ivy inundation, regrowth, and the need to protect the canopy in a given area. Benchmarks for the second round of invasive tree treatments have not yet been met due to budget constraints, an increase in professional contracting costs, and recent changes to treatment methodology. Staff expects to see improved success in invasive tree treatment going forward as this task is integrated into other contracted maintenance activities.

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

2017 Accomplishments

In 2017, approximately 25 acres of Trust properties received restoration work from combined efforts of the Parks and Recreation Natural Resources seasonal crew, professional contractors, and volunteers.

Professional contractors

- Invasive removal maintenance 1.7 acres
- Ivy rings 11.6 acres
- Planting maintenance 2.2 acres
- Planting 500 plants installed on 5.5 acres (379 trees/ 120 shrubs)

Volunteers

Mercer Island Parks and Recreation contracts with EarthCorps to lead volunteer stewardship events at Pioneer Park as well as conduct outreach in the community to engage and educate Mercer Island residents about forest restoration.

- Events 7
- Volunteers 100 adults; 268 youth
- Volunteer hours 1,009 hours
- Invasive removal 0.5 acre (IMS event)
- Maintenance 2.5 acres
- Planting 177 total plants (47 trees/ 169 shrubs)
- Ivy Survival Rings 60 trees
- Organizations/companies engaged:

Stroum Jewish Community Center	Microsoft
Cummins Inc.	Mercer Island National Honor Society
Islander Middle School	Eastside high schools (Redmond, Juanita, Eastlake)
Liberty High School DECA	Farmers Insurance

Natural Resources Seasonal Staff

The Natural Resources seasonal crew consisted of three field staff. Under the direction of the Natural Resources Specialist, the crew conducted noxious weed monitoring, mapping and treatments, maintained plantings, and performed invasive tree treatments on English holly and cherry laurel. The seasonal staff also supported the Trails and Urban Forestry Specialist with brush cutting along trails, trail maintenance and repairs, and hazard tree removal.

Restoration Challenges: Tree Survivorship

During the past five years, Natural Resources Staff have observed high mortality rates on planting sites in the NE and SE quadrants. Native trees and shrubs installed during this time received planting maintenance. In 2016, planting sites were watered by professional contractors in the SE Quadrant.

In summer 2017, Natural Resources staff collected soil samples from the SE Quadrant to assess whether soil conditions could be responsible for the low planting survivorship. Soil analysis included an assessment of soil texture, pH, macro- and micronutrients, aluminum and lead content, as well as soil organic matter. Overall, the soil test results did not provide conclusive evidence of potential causes. Texture was categorized as coarse sandy loam with a high sand/gravel content. Since coarse sandy soils are very well draining and do not hold onto water the way finer textured clay soils do, it could explain why young saplings are struggling to establish. The Puget Sound region has also experienced increasingly dry, hot summers since 2013.

In response, staff is taking a more conservative, measured approach to planting projects and prioritizing new planting in areas that generally have more moist soils within the NE quadrant. All trees and shrubs installed in 2017 will be watered and receive planting maintenance by contractors during the 2018 summer field season. Natural Resources staff will continue to work on additional strategies for successful seedling establishment during the coming year.

LETTERBOXING PROGRAM

The Letterboxing Program kicked-off during *Leap for Green* on April 1st where children learned about letterboxing and made rubber stamps to use during the program. National Trails Day, June 3rd, marked the official start to Letterboxing Season. The program attracted approximately 500 participants over the summer. The 2017 Letterboxing Committee consisted of Elizabeth Cross-Nichol, Kim Borden, and Jennifer Gaspers. The OSCT Board held a ceremony at City Hall on November 16th recognizing kids who turned in their completed clue books. Each participant received a certificate of completion, their completed clue book, and a small gift of a plant pot with soil and seeds. Refreshments were provided as part of the celebration.

LEASH POLICY EDUCATION EFFORTS

In 2017, Parks and Recreation Natural Resources staff continued public education efforts regarding dog leash policies in Pioneer Park. The following outlines 2017 accomplishments:

- Distribution of “Dog Owner’s Guide to Mercer Island Parks”, a brochure providing park users with information about voice/signal control and location of off-leash versus on-leash parks.
- Educational signs were installed in January 2017 for the NW and NE quadrants with information and guidance about leash policies and multi-use trails.
- Parks and Recreation hosted two free Voice Control classes with Shawn Crincoli, a Certified Professional Service Dog Trainer with PAWS Training Centers. The trainings held in July and August of 2017, were hosted at Luther Burbank Park and Island Crest Park Sports field. The training focused on learning what voice control means, and why having off-leash and on-leash dogs together is an especially tricky environment for dogs. Dog owners learned how to set their dog (and themselves) up for success in public settings. Over 30 dog owners participated in the trainings.

TRAILS

Drainage improvements were completed on water bars in the Southeast Quadrant this year. This work should help to protect trail grades from water damage. A dead-end trail at the Creek Trail in the Northeast Quadrant was formally closed. A small spur trail extends past the bridge for access to stormwater and sewer manholes. Walkers had been continuing on past the dead end over a wetland area and occasionally into neighbors' yards. Large woody debris and native plantings were used to close off this access and restore the area. A large "trail closed" sign was installed to dissuade future off-trail use of this area.

Sixteen feet of new turnpike was added to an existing structure on the Engstrom Loop Trail and drainage ditches were cleaned at multiple trails across Pioneer Park. The Bike Trail along Island Crest Way received asphalt patching over root intrusions that had caused buckling in the trail, substantially improving conditions on this trail.

URBAN FORESTRY

Each year, Certified Tree Risk Assessors on staff evaluate trees along the boundaries of Pioneer Park and Engstrom Open Space for health and safety issues. Trees with minor defects are added to the monitor list, while trees with substantial risk factors are either pruned, removed, or converted into wildlife snags. In 2017, one large big leaf maple was removed from Engstrom Open Space, and nine trees were pruned, snagged or removed from Pioneer Park, primarily in the NE Quadrant. These were all relatively small, unhealthy trees that presented some risk of failure near roads, gathering areas, or high-use trails. In addition to routine boundary assessments, Natural Resources staff revisited 17 monitor trees, and identified another seven trees for pruning or removal in 2018.



**MERCER ISLAND
OPEN SPACE CONSERVANCY TRUST
2018 Work Plan**

January 18
<ul style="list-style-type: none">• Annual Report to Council: The Trust is required in its by-laws to report to City Council each year on the status of Trust properties.• Work Plan: The Trust develops a list of topics that it intends to address during the year (this document). This work plan is submitted to City Council with the Annual Report as a courtesy.• Leap for Green: The Trust will discuss participation in this year's event.• Letterboxing (ongoing item): The Trust board will continue to sponsor and support an annual Letterboxing program for youth on Mercer Island.• Quadrant Reports (ongoing item): Trustees will report on the condition of certain quadrants at Trust board meetings.• Evaluation of Trust properties: Continue 2017 discussion of how the condition of Trust properties is evaluated and reported to Council each year.
March 15
<ul style="list-style-type: none">• Restoration Work Plan: City staff report to the Trust its planned restoration activities in the spring of each year, and recap work completed in the previous year.• OSCT Bylaw Review: OSCT Bylaws require the Board to review the Trust bylaws every four years for possible amendments.• Forest Health Survey Data Collection: Staff to report on basic methodology for upcoming data collection.
May 17
<ul style="list-style-type: none">• Summer Trail Work Plan: City staff report to the Trust its intended maintenance activities in the spring of each year, and recap work completed in the previous year.• Herbicide application report: The Trust adopted an herbicide use protocol that requires City staff to report on the use of herbicides on Trust properties each year.• Off-leash dogs: The Trust will evaluate success of education measures over the past year and discuss possible changes.• Addition of properties to Trust: The Trust will discuss with staff proposal from the Concerned Citizens for Mercer Island Parks (CCMIP) to add Mercerdale Park and other parkland and open spaces to Open Space Conservancy Trust. Trust may choose to provide a recommendation to City Council. Council retains authority over changes to the Trust.
July 19
<ul style="list-style-type: none">• Election of Officers: The Trust is required by its bylaws to elect officers at its July meeting each year.
September 20
<ul style="list-style-type: none">• Eagle Project recognition: The Trust will recognize Eagle projects that have benefitted Trust Properties.• Forest Health Survey Data Collection: Staff to report on summer data collection and any preliminary findings.
November 15
<ul style="list-style-type: none">• Recognition of letterboxing participants

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



BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA

AB 5398
March 6, 2018
Consent Calendar

PUBLIC RECORDS CODE AMENDMENTS
(2ND READING)

Action:
Adopt Ordinance No. 18C-01,
Repealing and Replacing Chapter
2.12, Public Records.

- Discussion Only
Action Needed:
Motion
Ordinance
Resolution

Table with 2 columns: Category and Value. Rows include DEPARTMENT OF, COUNCIL LIAISON, EXHIBITS, 2017-2018 CITY COUNCIL GOAL, and APPROVED BY CITY MANAGER.

Table with 3 columns: Category, Amount, and Unit. Rows include AMOUNT OF EXPENDITURE, AMOUNT BUDGETED, and APPROPRIATION REQUIRED.

SUMMARY

At the February 20, 2018 City Council Meeting, staff presented Ordinance No. 18C-01 for first reading (see AB 5395). This Ordinance repeals the current code and replaces it with updated language, which:

- States the authority and purpose of the chapter;
Adopts chapter 42.56 RCW regarding the Public Records Act by reference;
Clarifies that the City Manager shall designate a public records officer;
Authorizes the City of Mercer Island Public Records Act Rules of Procedure for making, responding to, inspecting, and copying records requests; protecting records from damage or disorganization; preventing excess interference with Mercer Island's other essential functions; providing "fullest assistance" to requestors and the "most timely" possible action on requests;
Acknowledges that maintaining a central index of records is unduly burdensome, costly, and would interfere with City operations;
Provides references to exemptions within the Public Records Act and other statutes outside the Act; and
Establishes fees under the Statutory Default Fee Schedule.

RECOMMENDATION

City Clerk and Public Records Officer

MOVE TO: Adopt Ordinance No. 18C-01, repealing and replacing Chapter 2.14 MICC, Public Records, to comply with EHB 1595 and other recent Public Records Act revisions.

**CITY OF MERCER ISLAND
ORDINANCE NO. 18C-01**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON
REPEALING AND REPLACING MERCER ISLAND CITY CODE
CHAPTER 2.14, PUBLIC RECORDS, PROVIDING FOR SEVERABILITY,
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the public records act, chapter 42.56 RCW, requires public agencies to make identifiable, non-exempt public records available for inspection and copying upon request; and

WHEREAS, chapter 2.14 MICC, “Public Records,” was codified in 1980, and the process and procedures set forth in chapter 42.56 RCW have been revised, including the recent passage of Engrossed House Bill 1595 (“EHB 1595”), effective July 23, 2017, by the Washington State Legislature during the 2017 regular session; and

WHEREAS, EHB 1595, codified at RCW 42.56.120, provides several methods by which agencies can calculate fees to recover the costs of copying records in response to public records requests, including records provided in electronic format and records uploaded to email or cloud-based storage services; and

WHEREAS, RCW 42.56.120 also provides that an agency need not calculate the actual costs for providing public records if it has determined that doing so would be unduly burdensome; and

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

Section 1. **MICC 2.14, Public Records Repealed and Replaced.** MICC 2.14, Public Records is hereby repealed and replaced as follows:

Chapter 2.14
PUBLIC RECORDS

Sections:

- 2.14.010 Authority and purpose.
- 2.14.020 Adopted by reference.
- 2.14.030 Public records officer.
- 2.14.040 Scope of rules authorized.
- 2.14.050 Indexing of records
- 2.14.060 Exemptions.
- 2.14.070 Fees.

2.14.010 Authority and purpose.

A. The Washington State Public Records Act (Act), chapter 42.56 RCW, requires the city of Mercer Island (city) to make available for inspection and copying public records in accordance with the City’s published rules. The Act defines “public record” as any “writing containing information relating to the conduct of government or the performance of any governmental or

proprietary function prepared, owned, used, or retained” regardless of physical form or characteristics.

B. The City Manager is authorized to establish a Public Records Act policy to adopt reasonable rules, consistent with the intent of the Act and the Model Rules in Chapter 44-14 WAC, that provide the public full access to public records with “fullest assistance” to requesters and the “most timely possible action on requests,” while protecting public records from damage and disorganization, preventing excessive interference with other essential functions of the city, and withholding certain public records from disclosure subject to various legal exemptions.

2.14.020 Adopted by reference.

Revised Code of Washington (RCW) 42.56 as presently written and as it may be hereafter amended, shall be, and is hereby adopted by reference. The City shall rely on the Washington State Attorney General’s Model Rules on Public Disclosure (chapter 44-14 WAC) as adopted or hereafter amended, as guidance on complying with RCW 42.56.

2.14.030 Public records officer.

A. The City Manager shall designate a public records officer to oversee the City’s compliance with the public records requirements of this chapter and chapter 42.56 RCW. The public records officer may delegate the duties and responsibilities of complying with a public records request to another city employee. The officer’s responsibilities will be contained in the City’s PRA Rules.

B. The Public Records Officer shall complete Public Records Act and records retention training as set forth in RCW 42.56.152.

2.14.040 Scope of rules authorized.

A. As required by the Act, the public records officer has established the City of Mercer Island Public Records Act Rules of Procedure (PRA Rules) and is authorized to amend the PRA Rules as needed.

B. The PRA Rules shall set forth the procedure for making, responding to, inspecting, and copying records requests; protecting records from damage or disorganization; preventing excess interference with Mercer Island’s other essential functions; providing “fullest assistance” to requesters and the “most timely” possible action on requests.

C. The PRA Rules are posted on the City’s website at www.mercergov.org/prr.

2.14.050 Indexing of records

The City Manager shall declare that maintaining a central index of city records is unduly burdensome, costly, and would interfere with city operations due to the number and complexity of records generated as a result of a wide range of city activities.

2.14.060 Exemptions.

The Public Records Act provides that a number of documents and information are exempt from public inspection and copying. These exemptions are found in chapter 42.56 RCW and other statutes outside of the Act that may prohibit disclosure of specific information or records.

2.14.070 Fees.

A. Pursuant to RCW 42.56.120(b), the City has determined it is an undue burden to calculate individual charges for providing records, as the City does not have the resources to devote to conducting a study to determine actual copying costs for all its records and to conduct such a study would interfere with other essential agency functions and the City adopts Washington State statutory default fees for costs of copies of records under the Public Records Act RCW 42.56, as set forth in the table below:

1. Photocopies, per page	\$0.15
2. Printed copies of electronic records, per page	\$0.15
3. Scanning paper records, per page	\$0.10
4. Electronic files or attachments uploaded for electronic delivery (email, cloud based data storage service, or other means of electronic delivery), for each four (4) files	\$0.05
5. Transmission of records in an electronic format or for the use of agency equipment to send the records electronically, per gigabyte (GB)	\$0.10
6. Any digital storage media or device provided by the agency	Actual cost

B. When records are provided electronically on a CD, DVD, thumb drive, or other electronic device, the requester will be charged for the cost of the electronic storage device. The City may charge an actual-cost service charge for requests that require use of IT expertise to prepare data compilations or provide customized electronic access services when not used by the City for other purposes. A cost estimate and explanation will be provided to the requester before incurring the costs.

C. The City may charge its actual out of pocket costs incurred to hire third parties for printing and/or copying records produced in response to a public records request.

D. As authorized by RCW 42.56.120(2)(c), and referenced in the table above, the City may combine charges to the extent that more than one type of charge applies to copies produced in response to a particular request.

E. The City may waive charges associated with fulfilling a request. The decision will be based on various factors, including the volume and format of the responsive documents.

F. The decision to assess fees for fulfilling a public records request shall be made on a consistent and equitable basis, dependent primarily upon the amount of staff time required for copying, scanning, shipping, uploading, and/or transmitting the records associated with fulfilling a request.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality does not affect the validity of any other section, sentence, clause or phrase of this ordinance.

Section 3. **Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. **Effective Date.** This ordinance shall take effect and be in force 5 days after its passage and publication.

PASSED by the City Council of the City of Mercer Island, Washington at its regular meeting on the 6th day of March 2018, and signed in authentication of its passage.

CITY OF MERCER ISLAND

Debbie Bertlin, Mayor

Approved as to Form:

ATTEST:

Kari L. Sand, City Attorney

Allison Spietz, City Clerk

Date of Publication: _____



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

**AB 5401
March 6, 2018
Regular Business**

2019-2024 CAPITAL IMPROVEMENT PROGRAM (CIP) KICK-OFF

Action:
Receive staff presentation and provide general direction regarding development of 2019-2024 CIP.

- Discussion Only
- Action Needed:
 - Motion
 - Ordinance
 - Resolution

DEPARTMENT OF	Finance (Francie Lake & Chip Corder)
COUNCIL LIAISON	n/a
EXHIBITS	1. Summary of 2017-2018 CIP-related Budget Policies 2. Preliminary List of Capital Levy Lid Lift Projects
2017-2018 CITY COUNCIL GOAL	n/a
APPROVED BY CITY MANAGER	

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

SUMMARY

The purpose of this agenda bill is to kick-off the 2019-2024 Capital Improvement Program (CIP) process, focusing on the preliminary 2019-2024 revenue forecast and significant issues. Following the kick-off meeting, staff will develop CIP project proposals for 2019-2024, which will be reviewed by Council at the following meetings:

- June 19, 2018 is the Preview of the 2019-2024 CIP. At the preview meeting, Council will have an opportunity to ask questions about specific projects and to provide direction to staff. Any changes coming out of the preview meeting will be incorporated into the 2019-2024 Preliminary Budget document.
- October 2, 2018 the 2019-2020 Preliminary Budget will be distributed to the Council
- November 6, 2018 Council will review the Preliminary 2019-2024 CIP, and will have the opportunity to provide further direction to staff.
- November 20, 2018 is the final budget review meeting and the last opportunity for Council to make changes to the 2019-2024 CIP.
- December 4, 2018 Council will adopt the 2019-2020 Budget ordinance.

The following items are addressed in this agenda bill:

- CIP project organization
- CIP revenue forecast (REET, motor vehicle fuel tax, vehicle license fee, and utility rates)
- Significant issues

CIP Project Organization

The projects will be organized and presented first by six-year plan, then by project category, and then by project status within each project category as described below:

- **Six-year plan:**
 - Capital Reinvestment Plan (for major maintenance or replacement of existing public assets)
 - Capital Facilities Plan (for new capital assets or additions to existing public assets)
- **Project categories:**
 - Parks, Recreation, and Open Space
 - Streets and Pedestrian/Bicycle Facilities
 - General Government (Buildings, Technology, Equipment, and Vehicles)
 - Water Utility
 - Sewer Utility
 - Storm Water Utility
- **Project status:**
 - *Funded*
 - Existing project—no change (except for inflationary adjustments and revised cost estimates)
 - Existing project—modified (in terms of scope and/or timing)
 - New project (not in adopted 2017-2022 CIP)
 - *Unfunded/Partially Funded*
 - Existing project—no change (except for inflationary adjustments and revised cost estimates)
 - Existing project—modified (in terms of scope and/or timing)
 - New project (not in adopted 2017-2022 CIP)

CIP Revenue Forecast

Historical (2008-2017) and forecasted (2018-2024) real estate excise tax (REET), motor vehicle fuel tax (MVFT), vehicle license fees (Transportation Benefit District), impact fees, and utility rate revenues are summarized below.

Real Estate Excise Tax (REET)

REET is the 0.5% 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% of the sales price) may be used for streets, parks, facilities, or utilities. REET 2 (the 2nd quarter of 1% 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.

The number of property sales, the average sales price, and actual REET receipts for the past 10 years (2008-2017) are summarized in the following table.

HISTORICAL REAL ESTATE EXCISE TAX (2008-2017)
Dollars in Thousands

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	\$2,125
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	\$2,701

Change in Average Sales Price Statistics (sales ≤ \$5.0M)

High (2017)	12.5% Increase
Low (2009)	30.9% Decrease
5 Year Average (2013-2017)	10.6%
10 Year Average (2008-2017)	4.4%

Number of Sales Statistics

High (2015)	509
Low (2008)	265
5 Year Average (2013-2017)	486
10 Year Average (2008-2017)	406

Of particular note are the following:

- Several commercial property sales generated extraordinary REET during the last 10 years, as follows:
 - 2008 Island Square (\$110M) – generated \$545K in REET
 - 2010 Shorewood Apartments (\$109.9M) – generated \$544K in REET
 - 2016 77 Central (\$96.8M) – generated \$479K in REET
 - 2017 Shorewood Apartments (\$209.7M), Hadley Apartments (\$95.2M), and Island Corporate Center (\$41.0M) – generated \$1.7M in REET
- The City's average home price continued to rise until 2008, reaching a high of \$1.2 M, then reflecting the downturn in regional housing prices, dropped over 30% in 2009 to an average home price of \$854,485, and slowly recovered in 2010 to 2012. The average home price has continued to rise at a record pace for the last 5 years (2013-2017), reflecting buyer demand in excess of housing supply.
- Also reflecting the downturn in the regional real estate market, the number of sales dropped to a low of 260 in 2008. The past 10 year average for number of home sales was 406. The historical average (before 2008) was 500 sales per year.

The 2018-2024 REET forecast is summarized in the table below.

FORECASTED REAL ESTATE EXCISE TAX (2018-2024)
Dollars in Thousands

Year:	2018	2019	2020	2021	2022	2023	2024
Property Sales ≤\$5.0M:							
Forecasted average sales price	\$1,601	\$1,666	\$1,732	\$1,801	\$1,874	\$1,948	\$2,026
Change in average sales price	5.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Forecasted number of sales	450	450	450	425	425	425	425
Forecasted REET Revenue	\$3,567	\$3,710	\$3,858	\$3,790	\$3,941	\$4,099	\$4,263
Property Sales >\$5.0M:							
	\$300	\$300	\$300	\$300	\$300	\$300	\$300
Total REET Revenue	\$3,867	\$4,010	\$4,158	\$4,090	\$4,241	\$4,399	\$4,563

The assumptions employed in the forecast are as follows:

- The average home sale price is projected to grow at an annual rate of 5% in 2018 and 4% in 2019-2024.
- The number of property sales, which has been very close to 500 in 4 of the last 5 years, is expected to decrease to 450 in 2018-2020, and decrease further to 425 in 2021-2024, based on a projected decline in the number of property listings.
- Staff's forecast was influenced by The Puget Sound ECONOMIC FORECASTER (December 2017), which predicts an increase in the average home sale price of 4.2% in 2018 and 2.1% in 2019 and a decline in the number of sales in 2018 and 2019 (see table below).

PUGET SOUND REAL ESTATE ACTUAL AND FORECAST (2016-2019)
Dollars and Number of Sales in Thousands

Year:	2016	2017	2018	2019
Average sale price	\$ 466.3	\$ 519.4	\$ 541.2	\$ 552.7
Change in average sales price	9.8%	11.4%	4.2%	2.1%
Number of property sales (thousands)	71.2	72.8	69.8	67.8

Motor Vehicle Fuel Tax (MVFT)

Washington State MVFT is a fixed tax, currently making up 49.4 cents of the per gallon price of gasoline, diesel, and other fuels. Unlike sales tax, MVFT is not based on the dollar amount of the fuel, but rather on the amount of fuel sold. Hence, there is no revenue benefit from higher gas prices. In addition, MVFT is a state shared revenue that is distributed to incorporated cities and towns based on population and other set allocation methods. Actual MVFT receipts for the past 10 years (2008-2017) are summarized in the following table.

HISTORICAL MOTOR VEHICLE FUEL TAX (2008-2017)
Dollars in Thousands

Year:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Fuel Tax Revenue	\$ 509	\$ 493	\$ 492	\$ 472	\$ 467	\$ 470	\$ 469	\$ 492	\$ 507	\$ 513

Overall, the average annual growth in MVFT has been relatively flat over the last 10 years. Increases in fuel tax revenue in 2015-2017 were the result of increases in the fuel tax rate to 44.5 cent per gallon on August 1, 2015 and to 49.4 cent per gallon on July 1, 2016. When there is no increase in the fuel tax rate, Mercer Island's fuel tax revenue tends to decline, as seen in 2008-2014.

The 2018-2024 MVFT forecast is summarized in the table below.

FORECASTED MOTOR VEHICLE FUEL TAX (2018-2024)
Dollars in Thousands

Year:	2018	2019	2020	2021	2022	2023	2024
Fuel Tax Revenue	\$ 500	\$ 488	\$ 476	\$ 464	\$ 452	\$ 441	\$ 430

The assumptions employed in the forecast are as follows:

- Per Municipal Research and Services Center (MRSC), fuel tax revenue statewide is expected to increase by 1.4% in 2018 and 0.9% in 2019.
- Mercer Island's portion of the MVFT is expected to decline after 2017 due to annexations of unincorporated areas and to Mercer Island's slower population growth rate relative to other cities.
- Based on recent trends for Mercer Island, fuel tax is forecast to decline 2.5% per year in 2018-2024.

Vehicle License Fees (Transportation Benefit District)

Vehicle license fees for the City's Transportation Benefit District (TBD) were estimated at \$350,000 per year at the time the TBD was formed (October 2014), based on the 17,687 vehicles registered with the Department of Licensing (DOL) at the adopted fee of \$20 per vehicle, less the DOL's 1% administrative fee. Actual receipts were \$371,689 (2016) and \$374,736 (2017). Vehicle license receipts are forecast at \$375,000 per year for 2018-2024.

The 2015 Legislature included within its large transportation funding bill, 2ESSB 5987, a number of changes to the laws governing transportation benefit districts (TBDs). One change allowed cities which share the same physical boundaries as the TBD to assume the TBD. The City Council approved the assumption of Mercer Island's TBD in December 2015. In addition, the legislation allowed for an increase in the TBD fee up to \$40 without a public vote provided that the \$20 fee has been in place for 24 months.

Impact Fees

The Council passed Ordinance No. 15C-22 on December 7, 2015 authorizing the collection of park impact fees starting January 2016 and passed Ordinance No. 16C-01 on January 4, 2016 authorizing the collection of transportation impact fees starting in February 2016. Impact fees are charged on new development (ex: building a new single family home on an undeveloped lot). Park impact fees are estimated at \$30,000 in 2018 and transportation impact fees are estimated at \$60,000 in 2018 (based on development of 15 single family homes). An inflation factor of 2% per year has been applied to years 2019-2024. It should be noted that impact fees must be spent on projects reasonably related to the impact caused by new development.

Because of this, impact fees collected will be reserved in the Street and CIP Funds until projects related to new development are identified.

Water Utility Rates

Actual water rate increases for the past 10 years (2008-2017) are summarized in the following table.

HISTORICAL WATER RATE INCREASES (2008-2017)

Year:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Rate Increase	8.80%	10.50%	8.15%	9.50%	12.35%	4.30%	8.00%	12.80%	10.90%	5.50%

Rate Increase Statistics

High (2015)	12.80%
Low (2013)	4.3%
5 Year Average (2013-2017)	8.3%
10 Year Average (2008-2017)	9.1%

Double digit increases in 2009, 2012, 2015 and 2016 were driven by the following:

- 10% rate increase by Seattle Public Utilities for the cost of water and capital funding requirements for the water utility (2009);
- 34.7% Seattle Public Utilities rate increase for the cost of water (2012); and
- Response to the October 2014 boil water advisory and capital funding requirements for the water utility (2015 and 2016).

The 2018-2024 forecasted water rate increases and capital revenues are summarized in the table below. **The Council approved the 2018 rate increase of 5.3% on November 21, 2017. The 2019-2022 forecasted rate increases are the same ones that were presented to the Utility Board in 2017. For 2023-2024, the 5.3% annual rate increase was assumed to continue given the ongoing capital reinvestment needs in the water utility.** About 36.8% of the 2018 projected rate revenue is dedicated to capital projects (including debt service on capital projects).

FORECASTED WATER RATE INCREASES (2018-2024) & CAPITAL REVENUES (2018-2024) Dollars in Thousands

Year:	2018	2019	2020	2021	2022	2023	2024
Rate Increase	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%	5.3%
Rate Funding for Capital	\$ 2,585	\$ 2,710	\$ 2,863	\$ 3,034	\$ 3,220	\$ 3,391	\$ 3,570
Water Connection Charges	\$ 138	\$ 129	\$ 133	\$ 136	\$ 140	\$ 145	\$ 150
Interest	\$ 63	\$ 60	\$ 70	\$ 59	\$ 47	\$ 30	\$ 20
Total Revenue for Capital	\$2,786	\$2,899	\$3,066	\$3,229	\$3,407	\$3,566	\$3,740

The assumptions employed in the forecast are as follows:

- Rate funding for capital projects in 2018-2022 is based on the 2018 Water Rate Update by staff.
- Capital reinvestment levels are driven by the 2015 Water System Plan and the Assistant City Engineer's and City Engineer's professional judgment.

Sewer Utility Rates

Excluding the King County sewage treatment "pass through" charge, actual sewer rate increases for the past 10 years (2008-2017) are summarized in the following table. These rate increases relate to the City's cost of operating, maintaining, and replacing the sewer infrastructure. Most of the rate increases from 2008 to 2011 were dedicated to funding the Sewer Lake Line project.

HISTORICAL SEWER RATE INCREASES (2008-2017)

Year:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Rate Increase	18.1%	8.0%	9.8%	9.3%	9.3%	4.0%	8.5%	8.3%	7.0%	5.7%

Rate Increase Statistics

High (2008)	18.1%
Low (2013)	4.0%
5 Year Average (2013-2017)	6.7%
10 Year Average (2008-2017)	8.8%

Double digit increases in 2007 and 2008 were driven by the Sewer Lake Line Reach 3 (Proctor Landing to Roanoke Way) and Pump Station 4 Replacement project, which was completed in 2011 at a cost of \$22.2 million. A second segment of Sewer Lake Line (Reach 4) was eliminated from the project to reduce the cost of the project.

The 2018-2024 forecasted sewer rate increases and capital revenues are summarized in the table below. **The Council approved the 2018 rate increase of 7.8% on November 21, 2017. The 2019-2022 forecasted rate increases are the same ones that were presented to the Utility Board in 2017. For 2023-2024, a 7.8% annual rate increase was assumed to continue given the significant capital reinvestment needs in the 2018 Draft General Sewer Plan.** About 25.8% of the 2018 projected rate revenue is dedicated to capital projects (an additional 24.2% of the 2018 projected rate revenue is dedicated to debt service on the Sewer Lake Line project completed in 2011).

FORECASTED SEWER RATE INCREASES (2018-2024) & CAPITAL REVENUES (2018-2024) Dollars in Thousands

Year:	2018	2019	2020	2021	2022	2023	2024
Rate Increase	7.8%	7.8%	7.8%	7.8%	7.8%	7.8%	7.8%
Rate Funding for Capital	\$ 1,125	\$ 1,331	\$ 1,536	\$ 1,750	\$ 2,060	\$ 2,361	\$ 2,647
Connection Charges	\$ 21	\$ 21	\$ 22	\$ 23	\$ 24	\$ 32	\$ 32
Interest	\$ 26	\$ 15	\$ 17	\$ 33	\$ 35	\$ 27	\$ 36
Total Revenue for Capital	\$1,172	\$1,367	\$1,575	\$1,806	\$2,119	\$2,420	\$2,715

The assumptions employed in the forecast are as follows:

- Rate funding for capital projects in 2018-2022 is based on the 2018 Sewer Rate Update by staff.
- Capital reinvestment levels are driven by the 2018 Draft General Sewer Plan and the Assistant City Engineer's and City Engineer's professional judgment.

Storm Water Utility Rates

Actual storm water rate increases for the past 10 years (2008-2017) are summarized in the following table.

HISTORICAL STORM WATER RATE INCREASES (2008-2017)

Year:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Rate Increase	0.0%	5.5%	5.5%	3.3%	0.0%	1.2%	1.2%	2.7%	1.3%	3.8%

Rate Increase Statistics

High (2009, 2010)	5.5%
Low (2008, 2012)	0.0%
5 Year Average (2013-2017)	2.0%
10 Year Average (2008-2017)	2.5%

Note: There was no increase in storm water rates in 2008 in light of the 18.1% increase in Sewer rates that year. A combination of project savings (\$533K on Sub-basin 6.3) and fee-in-lieu from the Aviara mixed-use development (\$213K) were the basis for no increase in storm water rates in 2012.

The **2018-2024** forecasted storm water rate increases and capital funding are summarized in the table below. **The Council approved the 2018 rate increase of 1.5% on November 21, 2017. The 2019-2024 forecasted rate increases of 3.5% are consistent with the 2017 Storm Water rate update (which projected a 3.8% rate increase for 2018-2022). Accordingly, a 3.5% annual rate increase was assumed for 2023-2024.** About 27.6% of the 2018 projected rate revenue is dedicated to capital projects.

FORECASTED STORM WATER RATE INCREASES (2018-2024) & CAPITAL REVENUES (2018-2024) Dollars in Thousands

Year:	2018	2019	2020	2021	2022	2023	2024
Rate Increase	1.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Rate Funding for Capital	\$ 522	\$ 470	\$ 441	\$ 436	\$ 431	\$ 423	\$ 415
Fee in Lieu	\$ 180	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Interest	\$ 40	\$ 40	\$ 35	\$ 35	\$ 30	\$ 25	\$ 12
Use of Fund Balance	\$ 467	\$ 328	\$ 488	\$ 548	\$ 477	\$ 502	\$ 531
Total Revenue for Capital	\$1,209	\$1,038	\$1,164	\$1,219	\$1,138	\$1,150	\$1,158

* Fee in lieu payments are made to the City as an alternative to installing storm water detention facilities on properties under development. Once received, the funds are reserved for capital expenditures within storm basins on the Island.

The assumptions employed in the forecast are as follows:

- Capital reinvestment levels are driven by the 2006 Comprehensive Basin Review and a contracted engineering assessment of basins on the Island every 2 years.
- Fee in lieu payments are reserved for capital reinvestment in storm basins on the Island (not for drainage improvements to neighborhood streets or city arterials).

Significant Issues

To guide staff in the development of the 2019-2024 CIP, Council direction is sought on the following issues:

- **CIP-related budget policies**

- A summary of the City's current 2017-2018 CIP-related budget policies is attached as Exhibit 1. A complete copy of the budget policies can be found in the 2017-2018 Budget document in Section I. These policies, along with various planning documents, staff's professional judgment, and funding availability, guide the development of the proposed CIP.

Staff recommendation: Utilize these policies in the development of the 2019-2024 CIP.

- **Technology & Equipment Fund balance**

- The Technology & Equipment Fund accounts for technology projects, Community Center technology and equipment replacement, and Fire Department equipment replacement. When the 2017-2022 CIP was adopted in December 2016, the Technology & Equipment Fund was projected to go negative beginning in 2018 as noted in the table below (numbers are in thousands).

Technology & Equipment Fund	2017	2018	2019	2020	2021	2022
Projected ending fund balance*	\$123	-\$42	-\$216	-\$215	-\$162	-\$129

* Excludes working capital and reserves.

The projected deficits can be attributed mostly to the following projects:

- **Enterprise Asset Management System**, which is budgeted in 2017 for \$500,000, with \$125,000 coming from the annual interfund transfer from the General Fund and \$375,000 coming from the Utility Funds;
 - **Financial System Upgrades**, which is budgeted in 2019 for \$98,000;
 - **Mobile Asset Data Collection**, which is budgeted in 2019 for \$84,000;
 - **Website Refresh/Redesign**, which is budgeted in 2019 for \$65,000; and
 - **Technology Strategic plan**, which is budgeted in 2020 for \$75,000.
- The projected deficit in 2018 is modest and could be erased if the Enterprise Asset Management System project comes in under budget. The projected deficit in 2019 will require \$216,000 in one-time supplemental funding, which will erase the projected deficits in 2020-2022 as well.

Staff recommendation: Identify the necessary one-time funding to bridge the projected deficits in 2019-2020, utilizing technology project savings in 2017, if any, and General Fund expenditure savings in 2017.

- **Future Water and Sewer Utility Capital Needs**

- The Capital Improvements chapter of the 2015 Water System Plan includes a long list of sub-standard watermains. A variety of ranking criteria are used to evaluate watermains including fire flow deficiency, pipe diameter, pipe material, water quality, and breakage history. A prioritized list is then developed.

Council will review the Draft General Sewer Plan Update at its March 6th meeting. The draft plan identifies additional capital funding needs in 2019-2024, which will be incorporated into the 2019-2024 Capital Improvement Plan and Sewer Rate update. In addition, the plan estimates that replacement of Sewer Lake Line Reach 4 will occur in the mid-term (2024-2027) at \$3.7M and identifies a future Lake Line Repair and Replacement program in the long-term (2028-2037) at \$27.8M.

Given the advanced age of the City's water and sewer infrastructure, a bond issue will be needed to accelerate the current pace of infrastructure replacement. However, the Maintenance Center needs to be renovated/expanded first, because there is no space to house the contract staff that would need to be hired to manage the additional capital projects.

Staff recommendation: Assuming the Maintenance Center is renovated/expanded in 2019-2020, staff intends to ramp up planned capital projects in 2021-2024 by issuing bonds.

- **Unfunded/partially funded projects**

- **Maintenance Center renovation/expansion**

The need to renovate/expand the Maintenance Center was identified at the January 2016 Council Planning Session. During the Great Recession, the City had to push out a number of public building renovation projects due to the downturn in REET revenue. The replacement of the South Fire Station was the number one priority, which was addressed in 2014-2015. The Maintenance Center, which is 15,347 square feet, including a 1,025 square foot warehouse and a 1,000 square foot shop, is next in line in staff's professional opinion. It houses all Public Works Department and Parks Maintenance employees, which include 44.5 FTEs and 17 seasonal employees. Over the years, two workshop areas and the lunch room have been converted to office space for staff. At this point, the only thing left to do is expand. The most cost effective option would be to remove most of the lawn roof above the warehouse and construct a second story. To free up needed space at City Hall, the IGS Department staff (7 FTEs) would be moved to the renovated Maintenance Center. The total estimated cost for the expansion/renovation project is \$6.0 million (in 2019 dollars).

The City has \$2.37 million in surplus REET revenue from 2017 and \$1.03 million in surplus General Fund revenue from 2016, which could be applied to this project. The \$2.6 million balance (\$6.0 million - \$3.4 million) would be funded by water, sewer, and storm water utility rates.

Staff recommendation: Dedicate the surplus REET revenue from 2017 to this project, and dedicate any surplus General Fund revenue from 2016 (which is currently in the Contingency Fund) and going forward to this project.

- **Thrift Shop renovation/expansion**

This project was originally conceived back in 2012 as a way to address the funding issues in the Youth & Family Services Fund, with approximately 90% of the burden for funding mental health school counselors falling to the City beginning in 2010. The Council was briefed on the pre-design phase of this project at its September 16, 2013 meeting. However, two financial occurrences caused this project to be "shelved". One, Thrift Shop revenue growth, which had been significant from 2005 through 2012, leveled off in 2013. Two, the 2013-2014 General Fund budget was balanced, in part, by reducing annual support of the Youth & Family Services Fund

from \$320,000 to \$200,000. As a result, the Youth & Family Services Fund balance was drawn down to maintain current service levels.

In engaging the community about the City's financial challenges over the past few months, the idea of expanding the Thrift Shop has resurfaced, with the goal of increasing Thrift Shop sales to the point that the \$400,000 annual General Fund contribution to the Youth & Family Services Fund is no longer needed. The total estimated cost for the expansion/renovation project, which is very preliminary, is \$2.75 million (in 2019 dollars).

This project could be funded by a nine-year capital levy lid lift or by adding capital funding to a six-year operating levy lid lift, which are options being considered to address the City's projected operating and capital deficits. For a typical Mercer Island home (\$1.2 million assessed value), the additional property tax impact would be approximately \$50 per year on a six-year operating levy lid lift.

Staff recommendation: Add capital funding to a six-year operating levy lid lift for this project, assuming a capital levy lid lift is not placed on the November 2018 ballot. Otherwise, include this project in a capital levy lid lift.

o **Other capital projects**

A listing of unfunded projects is attached as Exhibit 2. In addition to the Maintenance Center and Thrift Shop renovation/expansion projects noted above, various sports field, waterfront/beach, road shoulder/sidewalk, recreation trail, arts & recreation, open space, and public safety projects are identified.

Three funding scenarios will be explored with the Community Advisory Group (CAG), which consists of 23 Island residents who have been tasked with reviewing the City's financial challenges and the options for addressing them. All three scenarios assume a nine-year capital levy lid lift. For a typical Mercer Island home (\$1.2 million assessed value), the property tax impact would be:

- \$100 per year for 9 years would fund \$9.9 million in capital projects;
- \$125 per year for 9 years would fund \$12.4 million in capital projects; and
- \$150 per year for 9 years would fund \$14.9 million in capital projects.

Staff recommendation: With the exception of the Maintenance Center and the Thrift Shop renovation/expansion projects, which are addressed above, tie these other capital projects to a capital levy lid lift in November 2018 or when the Fire Station levy lid lift ends in 2021.

RECOMMENDATION

Finance Director

No formal action is required. Provide preliminary direction to staff on the significant issues noted above.

Summary of 2017-2018 CIP-Related Budget Policies

The current 2017-2018 budget policies related to the 2017-2022 Capital Improvement Program (CIP) are summarized below. A complete copy of the budget policies can be found in the 2017-2018 Final Budget document in Section I.

- **Beautification Fund** (see p. I-3 to I-4 in the 2017-2018 Final Budget document)
 - According to Council ordinance, the stated purposes of this fund are as follows:
 - Installation and maintenance of landscaping, including plants and other landscaping materials on public property or easements;
 - Acquisition and operation and maintenance of any building, facility, property, or easement for park, recreation, or open space purposes;
 - Undergrounding of power lines and lighting facilities for the operation and maintenance thereof on public property or easements;
 - Promotion and support of a central business district revitalization program;
 - The promotion, support, acquisition, and installation of public art on public property or easements;
 - Acquisition or leasing of parking spaces, enforcement of parking restrictions, providing signage related to parking, issuing permits, and any other expenses related to parking restrictions; and
 - All expenses including, but not limited to, professional fees, printing and publishing, incurred in connection with the above-listed purposes.
 - Funding was approved for the following 2017-2018 CIP projects:
 - Light Rail Station planning (\$50,000 in 2017); and
 - MICEC Hillside Drainage Repairs (\$45,000 in 2017) (carried over from 2016)
 - Aubrey Davis Park multiuse corridor planning (\$150,000 in 2018) (AB5296).
- **Debt Financing** (see p. I-7 to I-9 in the 2017-2018 Final Budget document)
 - The City will use debt financing only when the following conditions exist: 1) the object of the expenditure is a major, new capital asset; 2) the object of the expenditure can be used by residents/taxpayers in the future; 3) there are insufficient existing capital revenues available; and 4) all the revenue is needed at the same time (i.e. the project cannot be phased over time). When the City finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
 - Currently, the City has the following outstanding debt:
 - 2003 LTGO bonds for Mercerview property for Community Center
 - 2004 LTGO bonds for Community Center Construction
 - 2009 LTGO bonds for South Mercer Playfields
 - 2009 LTGO bonds for Sewer Lake Line
 - 2011 LTGO bonds for First Hill Water System Improvements
 - 2013 LTGO bonds for South Fire Station & Fire Rescue Truck

- 2007 lease purchase agreement for two fire maxi pumpers
 - 2012 lease purchase agreement for one fire maxi pumper
 - 2015 lease purchase agreement for one fire midi pumper
- **Capital Reserve Fund** (see p. I-25 to I-26 in the 2017-2018 Final Budget document)
 - Accumulate resources primarily via the annual year-end transfer of surplus monies in the General Fund, the Street Fund, and the Capital Improvement Fund: 1) to establish a REET contingency reserve; and 2) to finance future capital facilities projects. Such projects include the construction of new public buildings, major reconstruction of a public building or park, and acquisition of a new park or open space.
 - The current fund balance as of 12/31/17 is \$169,999, which consists of the following:
 - Real estate excise tax contingency (\$169,999).
- **Utility Maintenance & Construction** (see p. I-45 to I-46 in the 2017-2018 Final Budget document)
 - Water, sewer, and storm water rates fund CRP and CFP projects in each utility.
 - The development of the six-year CIP for each utility is guided by the Water System Plan adopted in 2015, the General Sewer System Plan adopted in 2003, the Comprehensive Basin Plan adopted in 2006, and the professional judgment of City engineering staff.
- **Capital Improvement Program** (see p. I-53 to I-55 in the 2017-2018 Final Budget document)
 - The Capital Reinvestment Plan (CRP) is a six-year plan that focuses on the preservation or replacement of existing public assets. CRP projects are generally funded on a “pay as you go” basis. The Capital Facilities Plan (CFP) is a six-year plan as well, consisting of new capital projects or additions to existing public assets. Generally, CFP projects are funded with new revenues. In terms of funding, CRP projects take priority over CFP projects in recognition of the importance of maintaining and improving existing assets before acquiring new ones.
- **Street Maintenance & Construction** (see p. I-57 to I-59 in the 2017-2018 Final Budget document)
 - REET is split 50/50 between the Capital Improvement Fund (100% of REET 1) and the Street Fund (100% of REET 2) in order to maintain reasonable levels of reinvestment in all REET funded assets (streets, parks, and buildings).
 - All of the motor vehicle fuel tax (MVFT) goes to the Street Fund and is dedicated to funding pavement marking, patching, residential street overlays, and sub-standard street upgrades.
 - A \$20 per vehicle license fee took effect in 2015 when the City created a Transportation Benefit District. This new revenue source is estimated to generate \$375,000 per year

and is wholly dedicated to funding arterial street improvements and a shuttle service between Mercer Island and Seattle.

- **Information Technology** (see p. I-61 to I-62 in the 2017-2018 Final Budget document)
 - Desktop, laptop, and Police/Fire MDT computers are on a 4 year replacement cycle.
 - Servers and switches (with the exception of phone system hardware) are on a 5 year replacement cycle.
 - Phone system hardware is on a 6 year replacement cycle.
 - Printers and plotters are on a 7 year replacement cycle.
- **Vehicle & Equipment Replacement** (see p. I-63 to I-64 in the 2017-2018 Final Budget document)
 - Separate replacement reserves have been established for the accumulation of funds to replace vehicles/equipment, fire apparatus, and emergency radios. Replacement rates are developed biennially for each vehicle and piece of equipment.
 - For each vehicle and piece of equipment, the current replacement cost, the estimated salvage or trade-in value, the inflationary factor, and the useful life are updated on a biennial basis. In particular, the useful life of each vehicle and piece of equipment is carefully evaluated, especially for scheduled replacements in the coming biennium. When deemed prudent (i.e. due to low mileage or equipment hours, good condition, and/or low maintenance costs), the useful life is extended.
 - Public work crew vehicle replacements were extended from an 8 year useful life to a 10 year useful life, and patrol vehicles were extended from a 3 year useful life to a 4 year useful life effective 2017. Accordingly, fleet replacement rates were reduced in 2017-2018 compared to 2015-2016.
- **CIP Administrative Overhead Charges** (see p. I-65 to I-66 in the 2017-2018 Final Budget document)
 - Various departments, which are accounted for in the General Fund, provide administrative support to the City's CIP, encompassing bid process oversight, contract review, communications, invoice processing, project accounting, and project reporting. While not built directly into the cost of a project, administrative support for capital projects is a real cost and is charged directly to the following funds: Street Fund, Capital Improvement Fund, Water Fund, Sewer Fund, and Storm Water Fund. These charges are updated every two years based on an historical analysis of indirect staffing support for the CIP.
- **Luther Burbank Park** (see p. I-77 to I-79 in the 2017-2018 Final Budget document)
 - \$110,000 from the parks maintenance and operations levy, which was approved by voters in November 2008 for a 15 year period, is dedicated to small capital improvements at Luther Burbank Park.

- **Trees, Trails & Urban Forest Lands** (see p. I-85 to I-87 in the 2017-2018 Final Budget document)
 - \$77,000 of the parks levy lid lift approved in November 2008 for a 15 year period is dedicated to Pioneer Park Forest Management.
 - \$65,000 of the parks levy lid lift approved in November 2008 for a 15 year period is dedicated to Open Space Vegetation Management.

- **Fire Apparatus Replacement** (see p. I-93 to I-94 in the 2017-2018 Final Budget document)
 - In 2007, a fire apparatus replacement sinking fund was established in the Equipment Rental Fund, with an \$185,000 required annual sinking fund contribution, which would need to grow 4% annually, taking effect in 2008. Of the \$185,000, the Council dedicated almost \$147,000 in property tax funding (comprised of the 1.0% optional increase in 2008 plus 0.65% banked capacity) for this purpose, directing staff to use interest earnings (from the investment of all of the City's cash) to make up the difference.
 - The above noted funding mechanism has been inadequate due to abysmal interest earnings during the period 2009-2014. Beginning in 2014, all excess proceeds (from the levy being greater than the actual debt service paid each year) from the 9 year Fire Station and Fire Rescue Truck levy lid lift approved by Mercer Island voters on 11/6/12 will be dedicated to the fire apparatus sinking fund. This financial move is expected to keep the sinking fund balance positive through 2031.
 - The Mercer Island Fire Department was a beneficiary named in the Last Will and Testament of Mary K. Vacchiery. At their September 5, 2017 meeting, the City Council directed that the full amount (\$255,948.60) be contributed to the fire apparatus sinking fund.
 - \$745,000 is budgeted for the design and purchase of a new Maxi Pumper in 2018, through a 9 year lease purchase agreement, with the first lease payment beginning in 2019 and delivery scheduled for 2019.

**Exhibit 2
Preliminary List of Capital Levy Lid Lift Projects**

Project Category / Project	2017 Cost	Inflated Cost (2023 Ave)	Priority	Note	Type of Project (Replace, Enhance, New)
Sports Fields:					
Island Crest Park South Synthetic Turf and Lights	\$2,930,600	\$3,927,284	1	North field done 2017; larger more complex field	Enhancement
South Mercer Playfields Ballfields Lighting	\$1,683,000	\$2,255,381	2	Three fields	New
Aubrey Davis Park Area B Field Construction	\$786,600	\$1,054,119	2	Level grass field. Partially funded by REET (\$414,000), needs WSDOT approval	Enhancement
Ballfield Backstop Safety Upgrades (SMP, ADP, ICP)	\$775,200	\$1,038,842	1	7 fields with taller backstops; Requires larger engineered poles and welded connections	Enhancement
Aubrey Davis Park Area C Synthetic Turf	\$732,000	\$980,950	1	Needs WSDOT approval	Enhancement
Synthetic Turf Field Safety Upgrades (SMP and ICP North infield)	\$527,000	\$706,230	1	New school district agmt means that fewer fields will need this	Enhancement
Aubrey Davis Park Area C Restroom	\$477,600	\$640,030	2	Needs WSDOT approval	New
Waterfront:					
Groveland Swim Beach Improvements	\$1,201,615	\$1,610,279	1	Remove bulkhead; zero entry beach	Enhancement
Luther Burbank Park Swim Beach	\$1,107,700	\$1,484,424	1	Partially funded by REET (\$500,000)	Enhancement
Clarke Beach Shoreline Redevelopment	\$1,050,000	\$1,407,100	2	Remove shoreline armoring and replace with natural shoreline & access. Candidate for habitat grants.	Enhancement
Luther Burbank Dock Reduction and Repair	\$875,000	\$1,172,584	1	Tall piers are reduced and replaced with more floats. Remaining piers are repaired.	Enhancement
Groveland Restroom & Lifeguard Office	\$448,000	\$600,363	2	Partially funded by REET (\$50,000)	Replacement
Luther Burbank Shoreline Phase 3	\$425,000	\$569,541	2	Partial funding could come from grants	Enhancement
Luther Burbank Boating Facility Phase 1	\$375,000	\$502,536	1	Includes seismic retrofits, new roof, hazmat abatement of the Boiler Building. No change of use as storage/concession	Replacement
Recreation Trails:					
I-90 Bike Trail Overlay	\$350,000	\$469,033	1	Repair asphalt in failing areas	Replacement
Hollerbach Trail	\$300,000	\$402,029	2	East-West connection at 45th	New
Mercerdale Hillside Trails Renovation	\$250,000	\$335,024	2	Rebuild stairs and other constructed trail features	Replacement

**Exhibit 2
Preliminary List of Capital Levy Lid Lift Projects**

Project Category / Project	2017 Cost	Inflated Cost (2023 Ave)	Priority	Note	Type of Project (Replace, Enhance, New)
Recreation Trails (continued):					
Upper Luther Burbank Ravine Trail Phase 2	\$150,000	\$201,014	1	Connect ravine to Shorewood	New
I-90 Lid Connector Trail	\$150,000	\$201,014	1	Connect south Luther to Lid Overlook	New
Mercerdale Park Loop Trail	\$100,000	\$134,010	2	Widen main circular path to 8 feet	Enhancement
Road Shoulders:					
ICW Sidewalk Improvements (SE 53 rd – SE 62 nd)	\$1,600,000	\$2,144,153	1	Projects ICW4, X13 and X14 in PBF Plan	Enhancement
Mercer Way Shoulders	\$1,500,000	\$2,010,143	1	Multiple projects in PBF Plan.	New
SRTS – 86 th Ave SE (ICW-SE 42 nd)	\$900,000	\$1,206,086	1	Project C5 in PBF Plan.	New
Sidewalk & Bike Facility Improvements – 78th Ave SE (SE 40th-SE 34th)	\$700,000	\$938,067	2	Project N16 in PBF Plan.	Enhancement
Sidewalk & Bike Facility Improvements – 78 th Ave SE (WMMW-SE 40 th)	\$550,000	\$737,053	2	Project C1 in PBF Plan.	Enhancement
SRTS – Madrona Crest (86 th Ave – SE 36 th -39 th) Phase 2	\$340,000	\$455,633	2	Unfunded project in TIP. Project N22 in PBF Plan.	New
SRTS – 92 nd Ave SE (SE 40 th – 41 st)	\$250,000	\$335,024	1	Unfunded project in TIP. Project C9 in PBF Plan.	New
Town Center:					
Sidewalk & ADA Improvements	\$1,900,000	\$2,546,182	1	Town Center Improvements, SE 36 th Street (CH), SE 24 th , South End locations	Replacement
Town Center Crossing Improvements	\$500,000	\$670,048	2	Estimate based on proposed new mid-block locations to facilitate circulation.	New
Arts, Recreation & Community:					
Luther Burbank Amphitheater	\$981,200	\$1,314,902	2		Replacement
Skate Park Redevelopment	\$712,500	\$954,818	2	Could include bike pump track for \$240,000 additional	Replacement
MICEC Multipurpose/Art Room	\$500,000	\$670,048	2		New
Open Space Vegetation Mgmt:					
Open Space Vegetation Mgmt	\$480,000	\$643,246	1	Maintain current function only, does not include enhanced service recommended in 2015 plan update	Replacement

**Exhibit 2
Preliminary List of Capital Levy Lid Lift Projects**

Project Category / Project	2017 Cost	Inflated Cost (2023 Ave)	Priority	Note	Type of Project (Replace, Enhance, New)
Public Safety:					
Self-Contained Breathing Apparatus	\$266,000	\$356,465	1	Represents 50% of total cost estimate	Replacement
Public Buildings:					
Maintenance Building Renovation/Expansion	\$5,442,000	\$7,292,800	1	Represents 50% of total cost estimate	Enhancement
Thrift Shop Expansion	\$2,494,500	\$3,342,869	1	Represents 50% of total cost estimate	Enhancement
Total Project Costs (Priority 1-2)	\$33,810,515	\$45,309,323	36		
Total Project Costs (Priority 1)	\$24,589,415	\$32,952,167	22		
Total Project Costs (Priority 2)	\$9,221,100	\$12,357,156	14		
Replacement	\$5,952,200	\$7,976,517	9		
Enhancement	\$19,881,615	\$26,643,265	13		
New	\$7,976,700	\$10,689,541	11		
Sports Fields:	\$7,912,000	23.4%			
Waterfront:	\$5,482,315	16.2%			
Road Shoulders/Recreation Trails:	\$7,140,000	21.1%			
Town Center:	\$2,400,000	7.1%			
Arts, Recreation & Community:	\$2,193,700	6.5%			
Open Space Vegetation Mgmt:	\$480,000	1.4%			
Public Safety:	\$266,000	0.8%			
Public Buildings:	\$7,936,500	23.5%			



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

**AB 5399
March 6, 2018
Regular Business**

**REVIEW CHARTER FOR BOARDS &
COMMISSIONS APPOINTMENT PROCESS
AD HOC COMMITTEE**

Action:
Approve proposed charter.

- Discussion Only
- Action Needed:
 - Motion
 - Ordinance
 - Resolution

DEPARTMENT OF

City Council and City Manager (Julie Underwood & Ali Spietz)

COUNCIL LIAISON

Tom Acker Wendy Weiker Benson Wong

EXHIBITS

1. Proposed Boards & Commissions Citizen Appointment Process Ad Hoc Committee Charter
2. Proposed Revised Application for a City Board or Commission
3. Draft Appointment Workflow

2017-2018 CITY COUNCIL GOAL

n/a

APPROVED BY CITY MANAGER

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

SUMMARY

At the 2018 City Council Planning Session in January, the Council discussed the process for appointing citizen volunteers to the City’s advisory boards and commissions. Staff presented information on the current process for appointments as follows:

1. Advertise the available positions;
2. Send email to members whose positions are expiring asking if they would like to be reappointed (with statement acknowledging that reappointments are not automatic and are at the Mayor’s discretion);
3. Send email to all current members asking for help in recruiting applicants;
4. Once the application deadline has passed, staff liaisons review the applications and requests for reappointments and make a recommendation to the Mayor;
5. Staff liaison recommendations and all applications are forwarded to the Mayor and the entire City Council;
6. Councilmembers communicate any recommendations for appointment to the Mayor;
7. The Mayor reviews the applications, staff liaison recommendations, and Councilmember recommendations and forwards appointment decisions to the City Clerk;
8. The City Clerk prepares memo to Council on behalf of Mayor stating the Mayor's choice for appointment and includes it in agenda packet;
9. At the next Council meeting, the Council confirms the Mayor's choice for appointment by motion and vote; and

10. Once the appointments have been made, letters are sent to all applicants either informing them that they were appointed or thanking them for applying.

Following discussion of the appointment process, there was a desire among the majority of the Council to review the process and determine if a new process should be recommended and implemented for appointments to the Planning Commission, Design Commission and Utility Board, thus an ad hoc committee ("Committee") was formed; Councilmembers Tom Acker, Wendy Weiker and Benson Wong volunteered. City Manager Julie Underwood appointed the City Clerk, Development Services Director, Planning Manager, and Public Works Director staff the Committee along with herself.

The Committee met on February 23 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 spoke about a desire to expand the scope of the Committee to include the following:

- A. Revise the application for the City's advisory boards and commissions to include statements and checkboxes to verify that:
 - o The information presented is true and accurate
 - o Applicant has no known conflicts of interest in serving on the B or C (must disclose what they are if they do)
 - o Applicant has read and agrees with the City's Code of Ethics (once developed and adopted)
- B. Develop membership criteria for the Planning Commission, Design Commission and Utility Board, including term limits and a process to remove members.
- C. Develop membership criteria for the Arts Council, Community Services Board, and Open Space Conservancy Trust including term limits and a process to remove members.
- D. Amend the code for all of the boards and commissions to create consistency in: membership criteria, residency requirements, term limits and process to remove members.
- E. Discuss and recommend to the full Council the responses to the following questions:
 - o Do we have the "right" advisory boards and commissions?
 - o Do we need additional boards? (i.e. parks, transportation, etc.)
 - o Do we need to sunset any boards or commissions?

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.

ADDENDUM (added March 2, 2018)

The Ad Hoc Committee met on March 2, 2018 (after this agenda bill was published) and decided to add two additional documents to the agenda bill for the City Council to review at the meeting. One is a proposed revised application (Exhibit 2) and the other is a draft process workflow (Exhibit 3) for selecting and appointing citizen volunteers to the Planning Commission, Design Commission, and Utility Board.

The Committee would like to have a more robust application, along with assurances that the information provided in the application is true and correct, that any conflicts of interest are identified, and that the applicant understands the time commitment for the board for which they have applied.

The draft process workflow has been included to illustrate the timeline for advertising, selecting and appointing, which is quickly approaching.

RECOMMENDATION

Councilmembers Acker, Weiker and Wong

MOVE TO: Adopt the proposed charter for Boards & Commissions Appointment Process Ad Hoc Committee.

Proposed Charter for the Boards & Commissions Citizen Appointment Process Ad Hoc Committee

At the 2018 City Council Planning Session, the Council discussed the process for appointing citizen volunteers to the City's advisory boards and commissions. There was a desire among the majority of the Council to review the process and determine if a new process should be recommended and implemented, thus an ad hoc committee ("Committee") was formed; Councilmembers Tom Acker, Wendy Weiker and Benson Wong volunteered.

Problem Statement:

There is a community perception of a closed system and a lack of transparency in the process for appointing citizen volunteers to the City's advisory boards and commissions. In addition, 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 maintain the current process or propose a new process for selecting and appointing citizen volunteers to the Design Commission, Planning Commission, and Utility Board.

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.

Membership:

The Committee is comprised of three Councilmembers. The City Manager, City Clerk, Development Services Director, Planning Manager, and Public Works Director 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:

- Review the entire current practice for appointing citizen volunteers, i.e., how positions are advertised, criteria/qualifications, the application form, the review process of applications, selection and appointment).
- Determine the resources that would be needed for any alternate processes.
- Recommend a selection and appointment process to the full City Council as an agenda item at a Regular Council Meeting (if a new process is adopted staff will bring back amendments to chapter 3 MICC and the City Council Rules of Procedure to reflect the changes).

References and Resources

1. MICC 3.34, Design Commission, MICC 3.46, Planning Commission, MICC 3.52, Utility Board
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



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.

Applicant Requirements

Candidates must be current residents of Mercer Island for at least one year, 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

Applicants who meet the above requirements should submit an application form (PDF). You may submit applications for specific groups whether or not there are current vacancies or expiring positions. You may submit one application for multiple advisory groups of interest to you.

Applications are retained in the City Clerk's Office pending an opening on the Board or Commission for two years. This file is consulted each time an opening occurs.

You may be contacted by telephone for further information or to confirm your continued willingness to serve. Personal interviews may be arranged.

A letter of appointment from the Mayor will follow, indicating the term of appointment. The department responsible for staffing the board or commission will contact the appointee for orientation and notice of the first meeting.

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

Appointment Process

- | | | |
|---|---|---------|
| 1 | Advertise available positions | 4 weeks |
| 2 | Once the application deadline has passed, Council Committee and staff liaisons review the applications and requests for reappointments, | 1 week |
| 3 | Council Committee and staff liaisons interview potential candidates and decide which applicants to recommend for appointment | 2 weeks |
| 4 | Council Committee send appointments recommendations to entire Council for review. | 2 weeks |
| 5 | Finalized Committee recommendation is added to Council Packet and a majority vote at Council meeting confirms the appointments | 1 day |
| 6 | 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. | 2 days |



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"/> Open Space Conservancy Trust Board | <input type="checkbox"/> Community Advisory Board |
| <input type="checkbox"/> Design Commission | | <input type="checkbox"/> Senior (65 years or older) |
| <input type="checkbox"/> Mercer Island Library Board | <input type="checkbox"/> Utility Board | <input type="checkbox"/> Adult |
| <input type="checkbox"/> Planning Commission | | <input type="checkbox"/> Youth - Grade: _____ |

Name	_____	Home Phone	_____
Address	_____	Cell Phone	_____
	_____	Work Phone	_____
Email	_____	Length of Residency	_____

(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 activities have you participated in during the past five 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 and provide your LinkedIn URL:

- City 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.

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

COMMUNITY ADVISORY BOARD: Fourth Tuesday of each month at 6 pm at the Community Center.

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

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

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

MERCER ISLAND LIBRARY BOARD: Fourth Monday of Jan, Mar, May, Jul, Sep, & Nov at 6:00 pm at the Mercer Island Library.

Do you or your spouse 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:

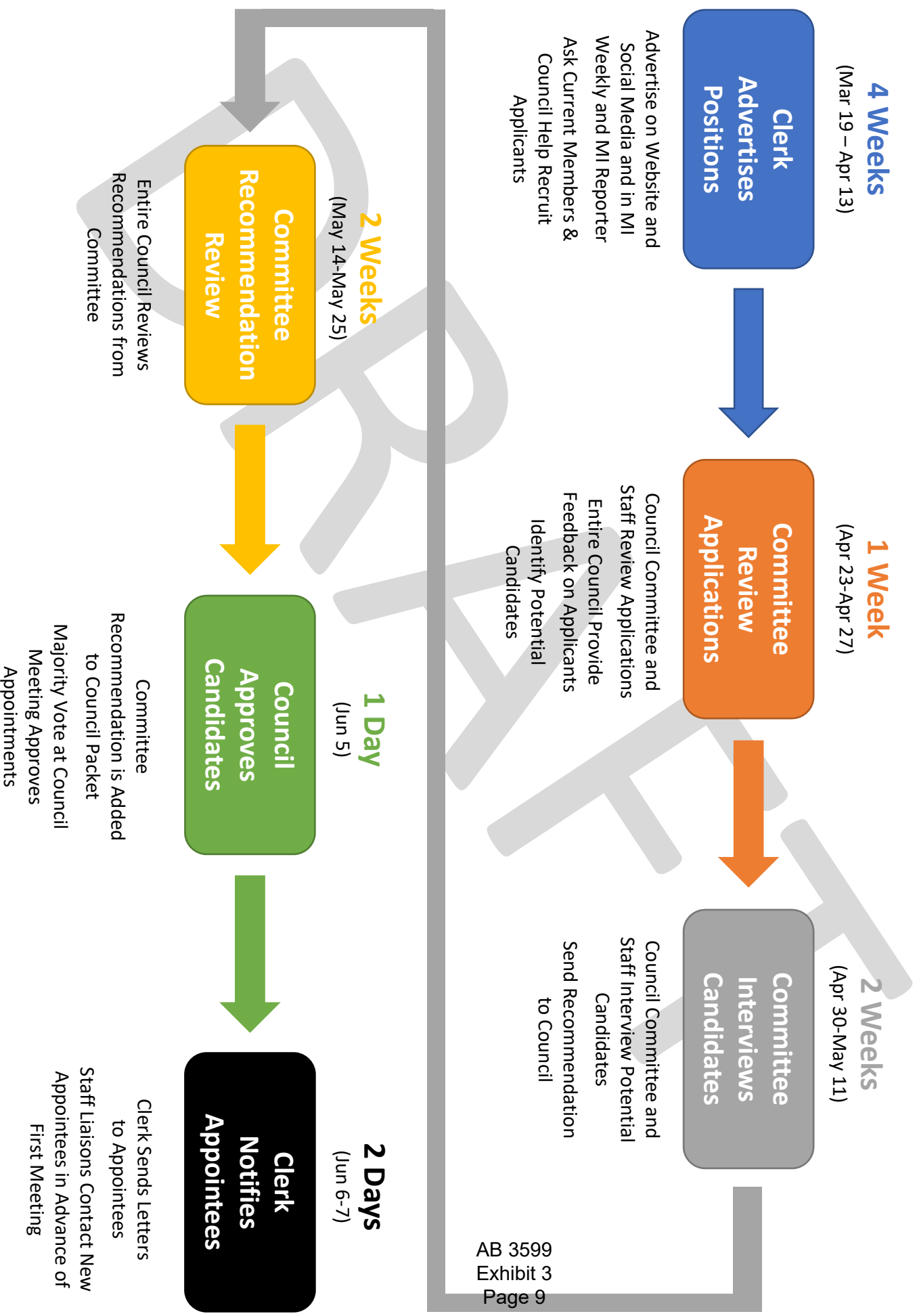
- By checking this box, I have no known conflicts of interest in serving on the boards and/or commissions selected above. If you do have a conflict of interest, please attach a disclosure statement.**
- By checking this box, I certify all information provided is true and correct to the best of my knowledge.**

Questions? Please contact City Clerk Ali Spietz at 206-275-7793 or ali.spietz@mercergov.org.

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

APPOINTMENT PROCESS FOR PC, DC & UB POSITIONS

Appointing at First June Meeting





PLANNING SCHEDULE

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

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

MARCH 6		DUE TO:	2/23 D/P	2/26 FN	2/26 CA	2/27 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
EXECUTIVE SESSION (5:30-6:00 pm)						
30	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 maximum 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 30 minutes.					
STUDY SESSION (6:00-7:00 pm)						
60	General Sewer Plan Update			Anne Tonella-Howe		Julie
SPECIAL BUSINESS (7:00 pm)						
10	Women's History Month & International Women's Day Proclamation			Julie Underwood		Julie
CONSENT CALENDAR						
--	Police 2018-2019 Collective Bargaining Agreement			Kryss Segle		Julie
--	Open Space Conservancy Trust Board 2017 Annual Report			Alaine Sommargren		Julie
--	Public Records Act Code Amendments (2 nd Reading and Adoption)			Ali Spietz & Mary Swan		Julie
REGULAR BUSINESS						
45	2019-2024 Capital Improvement Program (CIP) Budget Kick-Off			Francie Lake		Julie
30	Review Charter for Boards & Commissions Appointment Process Ad Hoc Committee			Julie Underwood & Ali Spietz		Julie

MARCH 20		DUE TO:	3/09 D/P	3/12 FN	3/12 CA	3/13 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
60	Bicycle and Pedestrian Issues – Discuss Last/First-Mile Solutions & Opportunities			Ross Freeman		
SPECIAL BUSINESS (7:00 pm)						
10	Rotary Peace Poles Gift			Julie Underwood		
CONSENT CALENDAR						
--	EMW 5400-6000 Block Water System Improvements Project – Bid Award			Rona Lin		
REGULAR BUSINESS						
30	Lyft and Uber Pilot Proposal			Julie Underwood		
90	STAR Communities Framework Discussion			Ross Freeman		
30	Groveland Beach Park Repairs – Authorization to Bid			Alaine Sommargren		
30	Acquisition and Lease Purchase Financing of One Pierce Maxi Pumper Fire Truck			Chip Corder		
EXECUTIVE SESSION						

APRIL 3		DUE TO:	3/23 D/P	3/26 FN	3/26 CA	3/27 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
45	Code Compliance Program		Alison Van Gorp			
SPECIAL BUSINESS (7:00 pm)						
5	Sexual Assault Awareness Month Proclamation		Cindy Goodwin			
5	Earth Day & Leap for Green Proclamation		Ross Freeman			
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
45	2018-2019 City Council Goals and Work Plan (Final Adoption)		Julie Underwood		Kirsten	
30	Thrift Shop Staffing Transition		Julie Underwood			
EXECUTIVE SESSION						

APRIL 17		DUE TO:	4/6 D/P	4/9 FN	4/9 CA	4/10 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	Volunteer Appreciation Week Proclamation		Cindy Goodwin			
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
30	4th Quarter 2017 Financial Status Report & Budget Adjustments		Chip Corder		Julie	
EXECUTIVE SESSION						

APRIL 26 - 5:00-6:45 PM (SPECIAL MEETING)						
Special Joint Meeting with MISD Board						

MAY 1		DUE TO:	4/20 D/P	4/23 FN	4/23 CA	4/24 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	Building Safety Month Proclamation			Scott Greenberg		
15	KCLS Executive Director Lisa Rosenblum Introduction			Kirsten Taylor		
CONSENT CALENDAR						
PUBLIC HEARING						
60	Public Hearing: Preview of 6-Year Transportation Improvement Program			Patrick Yamashita		
REGULAR BUSINESS						
15	1st Quarter 2018 Financial Status Report & Budget Adjustments			Chip Corder		Julie
45	Zoning Code Cleanup Code Amendments (1st Reading)			Andrew Leon		
EXECUTIVE SESSION						

MAY 15		DUE TO:	5/4 D/P	5/7 FN	5/7 CA	5/8 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
60	2018 Biennial Citizen Satisfaction Survey Results			Chip Corder		Julie
SPECIAL BUSINESS (7:00 pm)						
5	Public Works Week Proclamation			Jason Kintner		
5	Safe Boating and Paddling Week Proclamation			Ed Holmes		
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
90	City's Financial Challenges: Review Community Advisory Group's Recommendations / Discuss Scenarios and Options			Chip Corder		Julie
30	Zoning Code Cleanup Code Amendments (2nd Reading)			Andrew Leon		
60	Procedural Zoning Code Amendments (1st Reading)			Nicole Gaudette		
EXECUTIVE SESSION						

JUNE 5		DUE TO:	5/25 D/P	5/28 FN	5/28 CA	5/29 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
Summer Celebration Fireworks Display Permit			Steve Heitman			
PUBLIC HEARING						
90	City's Financial Challenges: Review City Manager's Recommendation / Proposed Levy Lid Lift Ordinance(s) (1st Reading)			Julie Underwood		Chip
REGULAR BUSINESS						
30	Procedural Zoning Code Amendments (2nd Reading)			Nicole Gaudette		
30	Adoption of 6-Year Transportation Improvement Program			Patrick Yamashita		
EXECUTIVE SESSION						

JUNE 9 (SATURDAY, 8:00 AM – 5:00 PM)						
2018 MINI-PLANNING SESSION (MICEC)						

JUNE 19		DUE TO:	6/8 D/P	6/11 FN	6/11 CA	6/12 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	Parks and Recreation Month & Summer Celebration! Proclamation			Diane Mortenson		
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
60	Proposed Levy Lid Lift Ordinance(s) (2nd Reading)			Chip Corder		Julie
90	2019-2024 Capital Improvement Program Preview			Chip Corder		Julie
EXECUTIVE SESSION						

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

JULY 3					
CANCELED					

JULY 17		DUE TO:	7/6 D/P	7/9 FN	7/9 CA	7/10 Clerk	
ITEM TYPE TIME TOPIC						STAFF	SIGNER
STUDY SESSION (6:00-7:00 pm)							
SPECIAL BUSINESS (7:00 pm)							
5	National Night Out Proclamation				Jennifer Franklin		
CONSENT CALENDAR							
PUBLIC HEARING							
REGULAR BUSINESS							
60	Code Compliance Ordinance (1st Reading)				Alison Van Gorp		
EXECUTIVE SESSION							

AUGUST 7		DUE TO:	7/27 D/P	7/30 FN	7/30 CA	7/31 Clerk	
ITEM TYPE TIME TOPIC						STAFF	SIGNER
NATIONAL NIGHT OUT (5:00-7:00 pm)							

120	National Night Out Party (City Hall Police Carport)		
SPECIAL BUSINESS (7:00 pm)			
5	Women's Equality Day Proclamation		
CONSENT CALENDAR			
PUBLIC HEARING			
REGULAR BUSINESS			
30	Code Compliance Ordinance (2nd Reading)	Alison Van Gorp	
EXECUTIVE SESSION			

AUGUST 21		DUE TO:	8/10 D/P	8/13 FN	8/13 CA	8/14 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
--	Interlocal Agreement with MISD for School Mental Health Counselors				Cindy Goodwin	
PUBLIC HEARING						
REGULAR BUSINESS						
EXECUTIVE SESSION						

SEPTEMBER 4		DUE TO:	8/24 D/P	8/27 FN	8/27 CA	8/28 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	National Recovery Month Proclamation				Cindy Goodwin	
5	Emergency Preparedness Month Proclamation				Jennifer Franklin	
5	Day of Concern for the Hungry Proclamation				Cindy Goodwin	

CONSENT CALENDAR			
PUBLIC HEARING			
REGULAR BUSINESS			
30	2nd Quarter 2018 Financial Status Report & Budget Adjustments	Chip Corder	
EXECUTIVE SESSION			

SEPTEMBER 18		DUE TO:	9/7 D/P	9/10 FN	9/10 CA	9/11 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
90	2018 Comprehensive Plan Amendments (1st Reading)	Evan Maxim				
EXECUTIVE SESSION						

OCTOBER 2		DUE TO:	9/21 D/P	9/24 FN	9/24 CA	9/25 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	Domestic Violence Action Month Proclamation	Cindy Goodwin				
5	National Community Planning Month Proclamation	Scott Greenberg				
CONSENT CALENDAR						
PUBLIC HEARING						
60	2019-2020 Preliminary Budget: Budget Message Presentation & Distribution	Julie Underwood & Chip Corder				Julie
REGULAR BUSINESS						

45	2018 Comprehensive Plan Amendments (2nd Reading)	Evan Maxim	
30	Transportation Concurrency Ordinance (3rd reading)	Scott Greenberg	
EXECUTIVE SESSION			

OCTOBER 16		DUE TO:	10/5 D/P	10/8 FN	10/8 CA	10/9 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
180	2019-2020 Preliminary Budget: Operating Budget Review			Chip Corder		Julie
REGULAR BUSINESS						
EXECUTIVE SESSION						

NOVEMBER 6		DUE TO:	10/26 D/P	10/29 FN	10/29 CA	10/30 Clerk
ITEM TYPE TIME TOPIC				STAFF		SIGNER
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
5	Veteran's Day Proclamation					
CONSENT CALENDAR						
PUBLIC HEARING						
180	2019-2020 Preliminary Budget: Capital Improvement Program Review			Chip Corder		Julie
REGULAR BUSINESS						
EXECUTIVE SESSION						

NOVEMBER 20		DUE TO:	11/9 D/P	11/12 FN	11/12 CA	11/13 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
90	2019-2020 Preliminary Budget: Finalize Changes to Budget, Pass 2019 NORCOM Budget Resolution, Adopt 2019 Property Tax Ordinances, and Pass 2019 Utility Rate Resolutions			Chip Corder		Julie
REGULAR BUSINESS						
60	Private Community Facilities Code Amendment (1st Reading)			Evan Maxim		
EXECUTIVE SESSION						

DECEMBER 4		DUE TO:	11/23 D/P	11/26 FN	11/26 CA	11/27 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						
SPECIAL BUSINESS (7:00 pm)						
CONSENT CALENDAR						
PUBLIC HEARING						
REGULAR BUSINESS						
30	2019-2020 Final Budget Adoption			Chip Corder		Julie
15	3rd Quarter 2018 Financial Status Report & Budget Adjustments			Chip Corder		Julie
45	Private Community Facilities Code Amendment (2nd Reading)			Evan Maxim		
EXECUTIVE SESSION						

DECEMBER 18		DUE TO:	12/7 D/P	12/10 FN	12/10 CA	12/11 Clerk
ITEM TYPE TIME TOPIC			STAFF		SIGNER	
STUDY SESSION (6:00-7:00 pm)						

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

OTHER ITEMS TO BE SCHEDULED:

- Light Rail Station Design Oversight – J. Underwood
- PSE Electric Franchise – K. Sand
- Zayo Telecom Franchise – K. Sand
- ARCH Parity Goals – S. Greenberg
- Parks Waterfront Structures Long-Term Planning – P. West
- Land Conservation Work Plan Update – A. Sommargren
- Open Space Vegetation Management – A. Sommargren
- Citizen of the Year Criteria – A. Spietz
- YTN Update – J. Underwood

COUNCILMEMBER ABSENCES:

- Wendy Weiker: June 26

MISD BOARD JOINT MEETING DATES:

- Thursday, April 26, 2018, 5:00-6:45 pm