



CITY OF MERCER ISLAND CITY COUNCIL MEETING AGENDA

Monday
March 31, 2014
7:00 PM

Mayor Bruce Bassett
Deputy Mayor Dan Grausz

**Councilmembers Debbie Bertlin, Jane Brahm,
Mike Cero, Tana Senn, 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.

REGULAR MEETING

CALL TO ORDER & ROLL CALL, 7:00 PM

APPEARANCES

MINUTES

- (1) Regular Meeting Minutes of March 17, 2014

CONSENT CALENDAR

- (2) Payables: \$143,212.24 (03/13/14) & \$623,707.13 (03/20/14)
Payroll: \$692,155.92 (03/21/14)
- (3) AB 4939 Resolution Authorizing Investment of City of Mercer Island Monies in the Local Government Investment Pool
- (4) AB 4941 Authorization for Solarize Mercer Island Grant Agreement with WA Dept. of Commerce
- (5) AB 4936 Arts Council 2013 Annual Report and 2014 Work Plan

REGULAR BUSINESS

- (6) AB 4937 False Alarm Code Amendments (1st Reading)
- (7) AB 4940 4th Quarter 2013 Financial Status Report & Budget Adjustments

OTHER BUSINESS

Councilmember Absences
Planning Schedule
Board Appointments
Councilmember Reports

ADJOURNMENT



CITY COUNCIL MINUTES REGULAR MEETING MARCH 17, 2014

CALL TO ORDER & ROLL CALL

Mayor Bruce Bassett called the Regular Meeting to order at 7:00 pm in the Council Chambers of City Hall, 9611 SE 36th Street, Mercer Island, Washington.

Councilmembers Debbie Bertlin, Jane Brahm, Mike Cero, Tana Senn, Benson Wong, Deputy Mayor Dan Grausz Mayor and Bruce Bassett were present.

APPEARANCES

There were no appearances.

MINUTES

Study Session and Regular Meeting Minutes of March 3, 2014

It was moved by Bertlin; seconded by Brahm to:

Adopt the Study Session and Regular Meeting Minutes of March 3, 2014 as written.

Passed 7-0

FOR: 7 (Bassett, Bertlin, Brahm, Cero, Grausz, Senn, Wong)

CONSENT CALENDAR

Councilmember Cero requested removal of the Payables Reports and AB 4935: Resolution Sponsoring NORCOM's Request to Join the Association of Washington Cities Employee Benefit Trust from the Consent Calendar. Mayor Bassett moved them to the first items of Regular Business.

Payroll: \$680,390.65 (03/07/14)

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

It was moved by Bertlin; seconded by Brahm to:

Approve the Consent Calendar and the recommendations contained therein.

Passed 7-0

FOR: 7 (Bassett, Bertlin, Brahm, Cero, Grausz, Senn, Wong)

REGULAR BUSINESS

Payables: \$238,697.03 (02/27/14) & \$941,918.23 (03/06/14)

Councilmember Cero asked questions about the Police car DVR replacement system and about recouping the cost of the new electric vehicle charging station at City Hall by charging a fee to cover the entire unit.

Mayor Bassett asked about the voter registration costs paid to King County.

It was moved by Cero; seconded by Brahm to:

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

Passed 7-0

FOR: 7 (Bassett, Bertlin, Brahm, Cero, Grausz, Senn, Wong)

AB 4935 Resolution Sponsoring NORCOM's Request to Join the Association of Washington Cities Employee Benefit Trust

Councilmember Wong suggested adding an additional whereas statement to provide clarification that Mercer Island sponsoring NORCOM does not create any additional obligation or liability for Mercer Island.

It was moved by Bertlin; seconded by Brahm to:

Pass Resolution No. 1481 sponsoring NORCOM's request to join the Association of Washington Cities Employee Benefit Trust, adding a fifth whereas statement as follows:

"WHEREAS, the City of Mercer Island has expressed a willingness to sponsor NORCOM's request to participate in the AWC Employee Benefit Trust benefit programs and has been advised that such sponsorship will not result in any additional obligation or liability to the City of Mercer Island."

Passed 7-0

FOR: 7 (Bassett, Bertlin, Brahm, Cero, Grausz, Senn, Wong)

AB 4933 Police Hire Ahead Position

Police Chief Ed Holmes presented a request to "unfreeze" the hire ahead position that was frozen in 2011 as part of the budget process. He explained the history and purpose of the hire ahead position as well as the effect an officer leaving has on the department.

The Council asked questions about the hire ahead position and upcoming retirements in the Police department. They also asked how the new 12-hours shifts will effect this position and if the General Fund will be able to cover the IT costs in the future if they are moved out of the Criminal Justice Fund.

It was moved by Cero; seconded by Brahm to:

Authorize the City Manger to fill the Police Hire Ahead position that has been temporarily frozen since 2011.

Passed 6-1

FOR: 6 (Bassett, Bertlin, Brahm, Cero, Senn, Wong)

AGAINST: 1 (Grausz)

AB 4934 2015-2020 Capital Improvement Program (CIP) Budget Kick-Off

Finance Director Chip Corder and Deputy Finance Director Francie Lake reviewed the 2015-2020 Capital Improvement Program (CIP) calendar (as part of the biennial budget process), how the projects are organized within the CIP, the revenue forecast including real estate excise tax, motor vehicle fuel tax and utility rates, and the available 2013 year-end fund balances. Director Corder also spoke about the CIP related results from the 2012 biennial citizen survey and asked for Council direction on the following significant CIP issues: CIP-related budget policies, street fund balance, and the Mercer Island Community and Event Center equipment & furnishings sinking fund.

Deputy Mayor Grausz suggested having the City Manager and staff do an in-depth review of the City's fleet management, looking at the number of vehicles and equipment and how staff determine the right numbers. Council and staff discussed current staff time restraints in providing this information in advance of the upcoming budget process. It was agreed that, at a Study Session within the next couple of months, staff would provide an overview of how the City's fleet is managed, including how the vehicle replacement rates are calculated.

OTHER BUSINESS

Councilmember Absences

There were no absences.

Deputy Mayor Grausz will be absent March 31.

Planning Schedule

City Manager Treat noted the following:

- The Coval Long Plat Findings of Fact will be on the April 21 meeting.
- The Shoreline Master Program will come back to the Council in the spring, and staff will arrange to have DOE in attendance to explain their decision. Deputy Mayor Grausz asked if staff could research what the other jurisdictions on the lake were allowed regarding dock renovation.
- The Conner Homes/Trellis Long Plat is scheduled for the May 3 meeting.

Councilmember Cero asked when the Council will review the Comprehensive Plan. City Manager Treat responded that the majority of the Council's review will be at the end of 2014 and early 2015. Mayor Bassett suggested looking at the regulations in the Comp Plan regarding subdivisions. City Attorney Knight stated that staff are looking at possible code amendments and amendments to the Comp Plan regarding the subdivision process.

Councilmember Cero asked about the purpose of the Investment in the Local Government Investment Pool agenda item. City Manager Treat noted that it is a housekeeping item.

Councilmember Bertlin asked to have the Kiwanis fireworks permit agenda item moved to Regular Business. She also asked if the Summer Celebration Fireworks have been fully funded yet.

Board Appointments

It was moved by Bertlin; seconded by Brahm to:

Approve the appointment of Charles Neff to Position #9 (expiring May 2014) on the Youth and Family Services Advisory Board.

Passed 7-0

FOR: 7 (Bassett, Bertlin, Brahm, Cero, Grausz, Senn, Wong)

Councilmember Reports

Councilmember Senn asked what specialists are needed on the Design Commission. City Clerk Spietz stated that she would provide the information to the Council and update the advertisements to recruit for the specialists needed.

Deputy Mayor Grausz spoke about the library committee meeting last week.

Councilmember Bertlin spoke about the recent ETP meeting. She asked about the status of the Town Center visioning committee and if there will be any citizens on the committee. Mayor Bassett responded that the committee would be comprised of Councilmembers with a defined charter.

Councilmember Senn asked if the Council would like a wrap-up about the legislative session that just concluded. The Council agreed. She also spoke about how impressed she was by Mercer Island staff when they were at the legislature advocating for their professional organizations.

Councilmember Wong noted that he attended the ARCH workshop for elected officials and that ARCH praised Mercer Island for the work that has been done on accessory dwelling units on the Island. He also spoke about the SCA PIC meeting regarding KC efforts on climate change. He noted that Mercer Island was singled out as an example of what cities can do for climate change issues.

Mayor Bassett will attend an ARCH presentation at an upcoming Mayors meeting.

ADJOURNMENT

The Regular Meeting adjourned at 9:01 pm.

Bruce Bassett, Mayor

Attest:

Allison Spietz, City Clerk

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	168818-168909	03/13/14	\$ 143,212.24
			\$ 143,212.24

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168818	03/13/2014	AIRGAS USA LLC Oxygen/Fire	P81340	9024745490	02/21/2014	93.02
00168819	03/13/2014	AMERICAN EXPRESS (LB) Gallery reception food and sup	P81443	9331FEB2014A	02/28/2014	47.97
00168820	03/13/2014	AMERICAN EXPRESS (YFS) Tshop operating supplies (Cost	P81485	93311FEB2014B	02/28/2014	123.27
00168821	03/13/2014	ARC - PACIFIC NORTHWEST PLAN SHEETS FOR PS #14	P81405	56556194	02/24/2014	42.64
00168822	03/13/2014	AT&T MOBILITY Air fee (CIS)	P81498	2831338X03022014	02/24/2014	45.49
00168823	03/13/2014	BAKER, DENNIS L MILEAGE EXPENSE		OH002474	03/11/2014	29.12
00168824	03/13/2014	BLUMENTHAL UNIFORMS REPLACE WARRANT 168758		53274	03/12/2014	192.67
00168825	03/13/2014	BRAUN NORTHWEST INC. Misc. Apparatus Parts	P81269	162010	02/19/2014	46.59
00168826	03/13/2014	CASNE ENGINEERING INC PHASE 3 TELEMETRY DESIGN	P78895	23809	02/14/2014	1,667.60
00168827	03/13/2014	CDW GOVERNMENT INC Thermal Paper for Vehicle Prin	P81275	KB93817	02/24/2014	325.48
00168828	03/13/2014	CEDAR GROVE COMPOSTING INC 3-WAY TOPSOIL (15 YDS)	P81308	0000161048	02/20/2014	440.20
00168829	03/13/2014	CENTURYLINK PHONE USE MARCH 2014		OH002467	03/01/2014	3,392.21
00168830	03/13/2014	CODE PUBLISHING CO MICC E-Update thru 14C-01	P81289	45756	02/19/2014	334.52
00168831	03/13/2014	COMPTON LUMBER & HARDWARE INC TREATED 8" X 8" LUMBER	P81376	731504	02/25/2014	3,276.13
00168832	03/13/2014	CRYSTAL AND SIERRA SPRINGS 2014 Water Service for MICEC	P80611	5279422021614	02/16/2014	361.28
00168833	03/13/2014	DAILY JOURNAL OF COMMERCE 88TH & 86TH AVE SE WATER SYSTE	P81314	3285020	02/19/2014	513.00
00168834	03/13/2014	DELL MARKETING L.P. 2014 Server Replacements	P81508	XJC844JM2	02/21/2014	31,766.63
00168835	03/13/2014	DEPT OF ENTERPRISES SERVICES WINDOW ENVELOPES		73116978	02/24/2014	321.41
00168836	03/13/2014	DEPT OF TRANSPORTATION SAND AND SALT CHARGES	P81288	RE41JA6287L016	02/11/2014	1,123.15
00168837	03/13/2014	EASTSIDE EQUIPMENT & MARINE Stihl Chains, Oil and Apron Ch	P81445	118422/118468	02/04/2014	485.11
00168838	03/13/2014	EASTSIDE TRAVELING LEAGUE Contract 17143, return of	P81450	17143	03/06/2014	507.00
00168839	03/13/2014	EVERGREEN FORD TOW BILL FOR FL-0427	P81472	6091541	02/25/2014	150.89
00168840	03/13/2014	EXCEL SUPPLY COMPANY INVENTORY PURCHASES	P81309	68130	02/20/2014	403.73
00168841	03/13/2014	FAMILYLIFE SERVICES Monthly consultations for clin	P80809	2380	03/02/2014	80.00
00168842	03/13/2014	FIELD, HILARY Instruction services for Mulbe	P81399	14431	03/04/2014	785.40
00168843	03/13/2014	FIRE PROTECTION INC COMM CNTR SECURITY SVC CALL	P81460	17111	03/03/2014	325.43

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168844	03/13/2014	GRAINGER INVENTORY PURCHASES	P81329	9370710809	02/20/2014	65.78
00168845	03/13/2014	GRAND & BENEDICTS INC Tshop operating supplies	P81482	0630931IN	01/28/2014	20.03
00168846	03/13/2014	GRANT CO HEALTH DIST #1 Shipping charge for CTC items	P81501	6620	02/04/2014	198.19
00168847	03/13/2014	HEITMAN, STEVE NW LEADERSHIP SEMINAR PER DIEM		OH002471	03/10/2014	200.50
00168848	03/13/2014	HOLMES, EDWARD J NW LEADERSHIP SEMINAR PER DIEM		OH002470	03/10/2014	200.50
00168849	03/13/2014	HONEYWELL, MATTHEW V Public Defender Inv #786	P81489	785	02/25/2014	980.00
00168850	03/13/2014	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P81509	11001807	02/14/2014	1,623.00
00168851	03/13/2014	KRAZAN & ASSOCIATES INC FS 92 CONSTRUCTION TESTING AND	P80956	325832/765832	01/31/2014	3,067.00
00168852	03/13/2014	KROESENS INC Boyce uniforms & jacket	P81332	18318	02/25/2014	2,141.18
00168853	03/13/2014	LEYDE, CASEY MILEAGE EXPENSE		OH002473	03/12/2014	40.32
00168854	03/13/2014	LIFE ASSIST CO MP first aid supplies	P81387	667362	02/24/2014	316.58
00168855	03/13/2014	LITTLE WALLABY'S Furniture and supplies for Day	P81490	OH002475	03/10/2014	500.00
00168856	03/13/2014	LLOYD ENTERPRISES INC PLAYFIELD SAND (32.35 TONS)	P81453	177078	02/21/2014	755.23
00168857	03/13/2014	LORILLA ENGINEERING INC P.S. GEOTECHNICAL CONSULTING - LEGA	P81464	105	02/28/2014	435.68
00168858	03/13/2014	MERCER ISLAND CHEVRON FUEL FOR FL-0206	P81475	OH002477	02/20/2014	57.22
00168859	03/13/2014	MEZISTRANO, JAY WATER METER INST REFUND 8845		1305067	03/11/2014	2,093.71
00168860	03/13/2014	MI HARDWARE - BLDG MISC. HARDWARE FOR THE MONTH O	P81419	OH002480	02/28/2014	25.74
00168861	03/13/2014	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P81404	OH002478	02/28/2014	193.15
00168862	03/13/2014	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P81418	OH002479	02/28/2014	33.49
00168863	03/13/2014	MI HARDWARE - YFS Tshop operating supplies	P81481	OH002472	02/28/2014	48.80
00168864	03/13/2014	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P81433	OH002476	02/28/2014	3,030.95
00168865	03/13/2014	MOBERLY AND ROBERTS Contract Prosecutor Inv #438	P81487	438	03/01/2014	5,000.00
00168866	03/13/2014	MPLC Movie licensing for 2014 outdo	P81400	503874711	12/18/2013	534.97
00168867	03/13/2014	NEWMAN-BURROW LLC Digital recreation guide servi	P81408	47221	02/25/2014	968.00
00168868	03/13/2014	NFPA NFPA 1021 (2014 Version)	P81165	6066047Y	02/14/2014	37.80
00168869	03/13/2014	NORTON CORROSION LIMITED LLC CATHODIC PROTECTION	P81313	249151	02/19/2014	453.00

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168870	03/13/2014	NW ARBORICULTURE LLC 2014 Tree Work for Pioneer Par	P80967	5457	03/05/2014	6,277.85
00168871	03/13/2014	OGDEN MURPHY WALLACE PLLC Legal Services Inv #710253	P81486	710253	02/12/2014	9,335.31
00168872	03/13/2014	OMEGA CONTRACTORS RETAINAGE RELEASE FROM P79362	P81510	RETAINAGE3/11/14	03/11/2014	7,705.00
00168873	03/13/2014	PACIFIC AIR CONTROL INC CITY HALL CLEAN MIXING VALVE	P81363	171471	02/24/2014	1,067.63
00168874	03/13/2014	PACIFIC NW BUSINESS PROD INC INK IGS	P81506	0022219001	02/28/2014	292.21
00168875	03/13/2014	PARKER, AMANDA Model Payment for sculpture cl	P81448	OH002483	03/06/2014	51.00
00168876	03/13/2014	PART WORKS INC. PLUMBING PARTS	P81362	376260	02/19/2014	43.56
00168877	03/13/2014	PARTNERSHIP FOR WATER CONSERVA MEMBERSHIP DUES	P81476	3042	02/20/2014	100.00
00168878	03/13/2014	PHILEN, SUZANNE OPERATING SUPPLIES		OH002485	02/24/2014	131.70
00168879	03/13/2014	PRAXAIR DISTRIBUTION INC ACETYLENE AND OXYGEN CYLINDER	P81473	48723532	02/28/2014	49.65
00168880	03/13/2014	PUGET SOUND ENERGY Partial utility payment for E	P81502	OH002489	03/11/2014	1,044.90
00168881	03/13/2014	PUGET SOUND ENERGY ENERGY USE MARCH 2014		OH002484	03/03/2014	7,909.71
00168882	03/13/2014	REMOTE SATELLITE SYSTEMS INT'L EMAC sat phone	P81492	00060981	11/06/2013	48.95
00168883	03/13/2014	RESERVE ACCOUNT POSTAGE RESERVE - MARCH 2014	P81505	47912225	03/11/2014	2,500.00
00168884	03/13/2014	RICOH USA INC Cost Per Copy/Fire	P81446	5029607959	02/21/2014	145.88
00168885	03/13/2014	RODDA PAINT NORTH FIRE STATION PAINT	P81365	19844801	02/19/2014	203.00
00168886	03/13/2014	SEA WESTERN INC Bunker Boots	P81444	174981	03/03/2014	372.43
00168887	03/13/2014	SHELPHIL - BATTERIES PLUS Station Stock Batteries	P81338	898219985	02/21/2014	111.43
00168888	03/13/2014	SHERWIN-WILLIAMS CO, THE PAINT SUPPLIES	P81462	93172	02/11/2014	48.03
00168889	03/13/2014	SIPPACH, HOLGER Model payment for Clothed Mode	P81500	OH002491	03/11/2014	102.00
00168890	03/13/2014	SME CORPORATION FIRE STATION DIESEL DISPENSER	P81466	158343/158709	02/26/2014	637.97
00168891	03/13/2014	STRATEGIES 360 I-90 Tolling Lobbying &	P81458	77211055	03/06/2014	4,000.00
00168892	03/13/2014	SUNGARD PUBLIC SECTOR INC ONE SOLUTION CHECK SIGNATURES	P81507	76935	01/29/2014	400.00
00168893	03/13/2014	SYSTEMS DESIGN Transport Billing Fees	P81343	MIFD0214	02/26/2014	1,594.58
00168894	03/13/2014	TUBBS, CHRISTIAN PER DIEM NW LEADERSHIP SEMINAR		OH002492	03/10/2014	200.50
00168895	03/13/2014	UNDERWATER SPORTS INC. Dive tank servicing	P81391	20006757	02/20/2014	788.40

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Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168896	03/13/2014	UPS SHIPPING CHARGES		0000T6781T094	03/01/2014	10.96
00168897	03/13/2014	USA MOBILITY WIRELESS INC Pagers	P81493	X3739542C	02/28/2014	78.88
00168898	03/13/2014	UTILITIES UNDERGROUND LOCATION EXCAVATION NOTIFICATIONS FOR F	P81474	4020157	02/28/2014	214.06
00168899	03/13/2014	VERIZON WIRELESS Phone and Date Charges Jan 24-	P81468	9720602827	02/23/2014	1,151.04
00168900	03/13/2014	VERIZON WIRELESS IGS WIFI AND ALFREDO'S LINE	P80583	9720602832	02/23/2014	1,410.84
00168901	03/13/2014	WA ASSN OF BUILDING OFFICIALS Continuing Education Seminar	P81352	28314	02/21/2014	1,650.00
00168902	03/13/2014	WA ST DEPT OF TRANSPORTATION Trail Lease project costs	P76702	RE41JA7473L016	02/11/2014	160.68
00168903	03/13/2014	WA ST TREASURER'S OFFICE Remit FEB14 MI Court Transmitt	P81522	OH002493	02/28/2014	21,040.60
00168904	03/13/2014	WALTER E NELSON CO INVENTORY PURCHASES	P81345	433987	02/25/2014	833.73
00168905	03/13/2014	WASHINGTON STATE PATROL Background checks	P81495	I14006403	03/03/2014	181.50
00168906	03/13/2014	WOOD, JULIE D Clinical consultations in 2014	P80810	OH002495	02/28/2014	240.00
00168907	03/13/2014	WOODINVILLE AUTO PARTS INC REPAIR PARTS AND INVENTORY	P81469	OH002496	02/28/2014	140.72
00168908	03/13/2014	X5 SOLUTIONS INC Telephone - Long Distance	P80621	OH002458	03/01/2014	267.26
00168909	03/13/2014	XEROX CORPORATION Printer supplies and service	P81364	701727333	02/25/2014	769.52
					Total	<u>143,212.24</u>

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	8,431.76
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	4,521.59
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	2,901.97
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	1,411.96
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	788.39
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	716.62
P81450	00168838	EASTSIDE TRAVELING LEAGUE	Contract 17143, return of	507.00
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	406.99
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	399.96
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	399.95
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	270.25
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	253.42
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	157.34
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	120.77
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	113.96
P81522	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 MI Court Transmitt	71.84
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	26.08
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	23.85
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	14.08
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	7.01
P81523	00168903	WA ST TREASURER'S OFFICE	Remit FEB14 Newcastle Court	2.81
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00168859	MEZISTRANO, JAY	WATER METER INST REFUND 8845	1,988.16
P81345	00168904	WALTER E NELSON CO	INVENTORY PURCHASES	833.73
P81309	00168840	EXCEL SUPPLY COMPANY	INVENTORY PURCHASES	403.73
	00168859	MEZISTRANO, JAY	WATER METER INST REFUND 8849	105.55
P81328	00168844	GRAINGER	INVENTORY PURCHASES	36.44
<i>Org Key: CA1100 - Administration (CA)</i>				
P81486	00168871	OGDEN MURPHY WALLACE PLLC	Legal Services Inv #710253	9,335.31
P81364	00168909	XEROX CORPORATION	Printer supplies and service	46.20
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P81487	00168865	MOBERLY AND ROBERTS	Contract Prosecutor Inv #438	5,000.00
P81489	00168849	HONEYWELL, MATTHEW V	Public Defender Inv #785	580.00
P81488	00168849	HONEYWELL, MATTHEW V	Public Defender Inv #786	400.00
<i>Org Key: CM11SP - Special Projects-City Mgr</i>				
P81458	00168891	STRATEGIES 360	I-90 Tolling Lobbying &	4,000.00
<i>Org Key: CM1200 - City Clerk</i>				
P81289	00168830	CODE PUBLISHING CO	MICC E-Update thru 14C-01	334.52
<i>Org Key: CO6100 - City Council</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	68.10
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: DS1100 - Administration (DS)</i>				
P81503	00168899	VERIZON WIRELESS	Phone and Date Charges Jan 24-	256.71

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81364	00168909	XEROX CORPORATION	Printer supplies and service	46.20
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
P81346	00168901	WA ASSN OF BUILDING OFFICIALS	Continuing Education Seminar	600.00
P81348	00168901	WA ASSN OF BUILDING OFFICIALS	Continuing Education - David	600.00
P81464	00168857	LORILLA ENGINEERING INC P.S.	GEOTECHNICAL CONSULTING - LEGA	435.68
<i>Org Key: FN1100 - Administration (FN)</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	37.64
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: FR1100 - Administration (FR)</i>				
P81343	00168893	SYSTEMS DESIGN	Transport Billing Fees	1,594.58
	00168847	HEITMAN, STEVE	NW LEADERSHIP SEMINAR PER DIEM	200.50
	00168894	TUBBS, CHRISTIAN	PER DIEM NW LEADERSHIP SEMINAR	200.50
	00168829	CENTURYLINK	PHONE USE MARCH 2014	146.31
P81446	00168884	RICOH USA INC	Cost Per Copy/Fire	145.88
P81338	00168887	SHELPHIL - BATTERIES PLUS	Station Stock Batteries	111.43
<i>Org Key: FR2100 - Fire Operations</i>				
P81444	00168886	SEA WESTERN INC	Bunker Boots	372.43
	00168824	BLUMENTHAL UNIFORMS	REPLACE WARRANT 168758	192.67
P81364	00168909	XEROX CORPORATION	Printer supplies and service	83.84
P81269	00168825	BRAUN NORTHWEST INC.	Misc. Apparatus Parts	46.59
<i>Org Key: FR2400 - Fire Suppression</i>				
P81445	00168837	EASTSIDE EQUIPMENT & MARINE	Stihl Chains, Oil and Apron Ch	485.11
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P81340	00168818	AIRGAS USA LLC	Oxygen/Fire	93.02
<i>Org Key: FR4100 - Training</i>				
P81165	00168868	NFPA	NFPA 1021 (2014 Version)	37.80
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P81505	00168883	RESERVE ACCOUNT	POSTAGE RESERVE - MARCH 2014	2,500.00
P81506	00168874	PACIFIC NW BUSINESS PROD INC	INK IGS	292.21
	00168835	DEPT OF ENTERPRISES SERVICES	WINDOW ENVELOPES	166.42
	00168835	DEPT OF ENTERPRISES SERVICES	REGULAR ENVELOPES	154.99
<i>Org Key: IS2100 - IGS Network Administration</i>				
P81509	00168850	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,623.00
	00168829	CENTURYLINK	PHONE USE MARCH 2014	319.70
P80621	00168908	X5 SOLUTIONS INC	Telephone - Long Distance	267.26
P81519	00168900	VERIZON WIRELESS	IGS WIFI AND ALFREDO'S LINE	135.49
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: MT2100 - Roadway Maintenance</i>				
	00168881	PUGET SOUND ENERGY	ENERGY USE MARCH 2014	2,977.97
P81288	00168836	DEPT OF TRANSPORTATION	SAND AND SALT CHARGES	1,123.15
P81418	00168862	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	33.49
<i>Org Key: MT3100 - Water Distribution</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: MT3200 - Water Pumps</i>				
P81313	00168869	NORTON CORROSION LIMITED LLC	CATHODIC PROTECTION	453.00
	00168829	CENTURYLINK	PHONE USE MARCH 2014	237.68
<i>Org Key: MT3500 - Sewer Pumps</i>				
	00168829	CENTURYLINK	PHONE USE MARCH 2014	2,419.76
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
	00168853	LEYDE, CASEY	MILEAGE EXPENSE	40.32
	00168823	BAKER, DENNIS L	MILEAGE EXPENSE	29.12
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P81468	00168899	VERIZON WIRELESS	MAINT. CELLULAR SERVICE FOR JA	894.33
P81474	00168898	UTILITIES UNDERGROUND LOCATION	EXCAVATION NOTIFICATIONS FOR F	214.06
P81364	00168909	XEROX CORPORATION	Printer supplies and service	75.24
<i>Org Key: MT4200 - Building Services</i>				
P81415	00168873	PACIFIC AIR CONTROL INC	CITY HALL CLEAN MIXING VALVE	651.53
P81352	00168901	WA ASSN OF BUILDING OFFICIALS	TRAINING	450.00
P81462	00168888	SHERWIN-WILLIAMS CO, THE	PAINT SUPPLIES	48.03
P81362	00168876	PART WORKS INC.	PLUMBING PARTS	15.90
P81361	00168876	PART WORKS INC.	PLUMBING PARTS	14.72
P81360	00168876	PART WORKS INC.	PLUMBING PARTS	12.94
P81419	00168860	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	9.21
<i>Org Key: MT4300 - Fleet Services</i>				
P81466	00168890	SME CORPORATION	FIRE STATION UNLEADED DISPENSE	347.22
P81466	00168890	SME CORPORATION	FIRE STATION DIESEL DISPENSER	290.75
P81469	00168907	WOODINVILLE AUTO PARTS INC	REPAIR PARTS AND INVENTORY	140.72
P81472	00168839	EVERGREEN FORD	TOW BILL FOR FL-0427	150.89
P81475	00168858	MERCER ISLAND CHEVRON	FUEL FOR FL-0206	57.22
P81473	00168879	PRAXAIR DISTRIBUTION INC	ACETYLENE AND OXYGEN CYLINDER	49.65
<i>Org Key: MT4800 - Water Conservation</i>				
P81476	00168877	PARTNERSHIP FOR WATER CONSERVA	MEMBERSHIP DUES	100.00
<i>Org Key: PO1100 - Administration (PO)</i>				
P81497	00168900	VERIZON WIRELESS	Feb cell phone bill	1,179.87
	00168848	HOLMES, EDWARD J	NW LEADERSHIP SEMINAR PER DIEM	200.50
P81493	00168897	USA MOBILITY WIRELESS INC	Pagers	78.88
P81364	00168909	XEROX CORPORATION	Printer supplies and service	27.38
<i>Org Key: PO1350 - Police Emergency Management</i>				
P81492	00168882	REMOTE SATELLITE SYSTEMS INT'L	EMAC sat phone	48.95
<i>Org Key: PO1700 - Records and Property</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P81495	00168905	WASHINGTON STATE PATROL	Background checks	181.50
<i>Org Key: PO2100 - Patrol Division</i>				
P81319	00168852	KROESENS INC	Boyce uniforms & jacket	1,589.30

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81319	00168852	KROESENS INC	Jumpsuit-Roggenkamp	520.12
P81275	00168827	CDW GOVERNMENT INC	Thermal Paper for Vehicle Prin	325.48
P81364	00168909	XEROX CORPORATION	Printer supplies and service	75.28
P81332	00168852	KROESENS INC	Patrol bb cap	31.76
P81364	00168909	XEROX CORPORATION	Printer supplies and service	27.38
<i>Org Key: PO2200 - Marine Patrol</i>				
P81387	00168854	LIFE ASSIST CO	MP first aid supplies	316.58
<i>Org Key: PO2201 - Dive Team</i>				
P81391	00168895	UNDERWATER SPORTS INC.	Dive tank servicing	788.40
<i>Org Key: PO3100 - Investigation Division</i>				
P81498	00168822	AT&T MOBILITY	Air fee (CIS)	45.49
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.80
<i>Org Key: PR1100 - Administration (PR)</i>				
P81408	00168867	NEWMAN-BURROW LLC	Digital recreation guide servi	968.00
	00168829	CENTURYLINK	PHONE USE MARCH 2014	44.56
<i>Org Key: PR2100 - Recreation Programs</i>				
P81400	00168866	MPLC	Movie licensing for 2014 outdo	534.97
P81399	00168842	FIELD, HILARY	Instruction services for Mulbe	463.40
P81399	00168842	FIELD, HILARY	Instruction services for Mulbe	322.00
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: PR2101 - Youth and Teen Camps</i>				
P81490	00168855	LITTLE WALLABY'S	Furniture and supplies for Day	500.00
<i>Org Key: PR3500 - Senior Services</i>				
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: PR4100 - Community Center</i>				
	00168881	PUGET SOUND ENERGY	ENERGY USE MARCH 2014	4,931.74
P81363	00168873	PACIFIC AIR CONTROL INC	FIRE PLACE	416.10
P81106	00168832	CRYSTAL AND SIERRA SPRINGS	2014 Water Service for MICEC	89.76
P81459	00168843	FIRE PROTECTION INC	COMM CNTR SECURITY SVC CALL	71.18
P81448	00168875	PARKER, AMANDA	Model Payment for sculpture cl	51.00
P81449	00168889	SIPPACH, HOLGER	Model payment for Clothed Mode	51.00
P81500	00168889	SIPPACH, HOLGER	Model payment for Clothed Mode	51.00
P81364	00168909	XEROX CORPORATION	Printer supplies and service	37.64
P81329	00168844	GRAINGER	CLEAR PACKING TAPE	29.34
<i>Org Key: PR5400 - Gallery Program</i>				
P81443	00168819	AMERICAN EXPRESS (LB)	Gallery reception food and sup	47.97
<i>Org Key: PR6100 - Park Maintenance</i>				
P81433	00168864	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	720.24
P81308	00168828	CEDAR GROVE COMPOSTING INC	3-WAY TOPSOIL (15 YDS)	440.20
P81404	00168861	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	147.84
P81106	00168832	CRYSTAL AND SIERRA SPRINGS	2014 Water Service for Parks	83.61
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P81433	00168864	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	459.13
P81453	00168856	LLOYD ENTERPRISES INC	PLAYFIELD SAND (32.35 TONS)	249.22
	00168829	CENTURYLINK	PHONE USE MARCH 2014	85.32
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P81433	00168864	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,518.36
P81460	00168843	FIRE PROTECTION INC	SECURITY MONITORING	254.25
P81404	00168861	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	26.60
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P81453	00168856	LLOYD ENTERPRISES INC	PLAYFIELD SAND (32.35 TONS)	249.22
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
P81433	00168864	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	333.22
P81453	00168856	LLOYD ENTERPRISES INC	PLAYFIELD SAND (32.35 TONS)	256.79
P81404	00168861	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	18.71
	00168896	UPS	SHIPPING CHARGES	10.96
<i>Org Key: WG106R - North Fire Station Repairs</i>				
P81365	00168885	RODDA PAINT	NORTH FIRE STATION PAINT	203.00
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P81146	00168834	DELL MARKETING L.P.	2014 Server Replacements	30,760.61
P81146	00168834	DELL MARKETING L.P.	KMM Replacement	964.03
P81508	00168834	DELL MARKETING L.P.	SERVER EQUIP	41.99
<i>Org Key: WG113T - Financial System Enhancement</i>				
P81507	00168892	SUNGARD PUBLIC SECTOR INC	ONE SOLUTION CHECK SIGNATURES	400.00
<i>Org Key: WP122R - Vegetation Management</i>				
P80967	00168870	NW ARBORICULTURE LLC	2014 Tree Work for Pioneer Par	6,277.85
<i>Org Key: WS320R - Pump Sta 14 Modernization</i>				
P81405	00168821	ARC - PACIFIC NORTHWEST	PLAN SHEETS FOR PS #14	42.64
<i>Org Key: WS330T - Sewer Telemetry Improvements</i>				
P78895	00168826	CASNE ENGINEERING INC	PHASE 3 TELEMETRY DESIGN	1,667.60
P81510	00168872	OMEGA CONTRACTORS	RETAINAGE RELEASE FROM P79362	852.50
<i>Org Key: WS901D - Sewer Sys Pump Sta Repairs</i>				
P81510	00168872	OMEGA CONTRACTORS	RETAINAGE RELEASE FOR P81005	1,242.50
<i>Org Key: WS901G - Sewer System Generator Repl</i>				
P81510	00168872	OMEGA CONTRACTORS	RETAINAGE RELEASE FROM P79362	5,610.00
<i>Org Key: WW311R - 88th Ave and 86th Ave Water</i>				
P81314	00168833	DAILY JOURNAL OF COMMERCE	88TH & 86TH AVE SE WATER SYSTE	513.00
<i>Org Key: XG300R - Fire Station 92 Replacement</i>				
P80956	00168851	KRAZAN & ASSOCIATES INC	FS 92 CONSTRUCTION TESTING AND	3,067.00
<i>Org Key: XP720R - KC Levy Projects</i>				
P81376	00168831	COMPTON LUMBER & HARDWARE INC	TREATED 8" X 8" LUMBER	1,965.68
P76702	00168902	WA ST DEPT OF TRANSPORTATION	Trail Lease project costs	160.68

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: XR320R - Safe Routes to School</i>				
P81376	00168831	COMPTON LUMBER & HARDWARE INC	TREATED 8" X 8" LUMBER	1,310.45
<i>Org Key: YF1100 - YFS General Services</i>				
P80810	00168906	WOOD, JULIE D	Clinical consultations in 2014	240.00
P80583	00168900	VERIZON WIRELESS	Monthly charge for Mobile Broa	95.48
P80809	00168841	FAMILYLIFE SERVICES	Monthly consultations for clin	80.00
P81364	00168909	XEROX CORPORATION	Printer supplies and service	18.82
<i>Org Key: YF1200 - Thrift Shop</i>				
P80611	00168832	CRYSTAL AND SIERRA SPRINGS	Monthly water service to Thrif	187.91
	00168829	CENTURYLINK	PHONE USE MARCH 2014	138.88
	00168878	PHILEN, SUZANNE	OPERATING SUPPLIES	131.70
P81485	00168820	AMERICAN EXPRESS (YFS)	Tshop operating supplies (Cost	123.27
P81481	00168863	MI HARDWARE - YFS	Tshop operating supplies	48.80
P81364	00168909	XEROX CORPORATION	Printer supplies and service	37.62
P81482	00168845	GRAND & BENEDICTS INC	Tshop operating supplies	20.03
P81419	00168860	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	16.53
<i>Org Key: YF2600 - Family Assistance</i>				
P81502	00168880	PUGET SOUND ENERGY	Partial utility payment for MB	518.28
P81477	00168880	PUGET SOUND ENERGY	partial utility pymnt for EA c	242.22
P81478	00168880	PUGET SOUND ENERGY	Partial utility payment for E	236.09
P81479	00168880	PUGET SOUND ENERGY	Partial utility payment for EA	48.31
P81477	00168880	PUGET SOUND ENERGY	intentionally blank	0.00
P81477	00168880	PUGET SOUND ENERGY	intentionally blank	0.00
<i>Org Key: YF2800 - Fed Drug Free Communities Gran</i>				
P81501	00168846	GRANT CO HEALTH DIST #1	Shipping charge for CTC items	198.19
Total				143,212.24

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	168910-169039	03/20/14	\$ 623,707.13
			\$ 623,707.13

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168910	03/20/2014	AAP Conference/Training for C.Harn	P81591	OH002502	03/17/2014	120.00
00168911	03/20/2014	AG ENTERPRISE SUPPLY INC REPAIR PARTS FOR FL-0448	P81410	INV012838	03/04/2014	63.46
00168912	03/20/2014	AKANA, JANELLE H Instruction services for Power	P81517	14284	03/12/2014	729.89
00168913	03/20/2014	ALCO TARGET COMPANY Firearms targets	P81390	53341	02/27/2014	539.20
00168914	03/20/2014	AT&T MOBILITY WIRELESS DATA CHARGES FOR WATE	P81568	7404045X03022014	02/24/2014	296.91
00168915	03/20/2014	AUTONATION REPAIR TO FL-0428	P81553	93638/93758/CM93	02/28/2014	453.16
00168916	03/20/2014	AWC DRUG/ALCOHOL TESTING CONS. 2014 AWC Annual D & A Testing	P81602	OH002503	03/18/2014	1,527.00
00168917	03/20/2014	BABCOCK, THOMAS WATER CERTIFICATION		OH002497	03/12/2014	40.00
00168918	03/20/2014	BELLEVUE COLLEGE-CONT EDU ECTC Training D. Brzusek	P81438	284343	03/03/2014	201.52
00168919	03/20/2014	BELLEVUE FIN DEPT, CITY OF 2014 EMTG Fee	P81573	28787	02/20/2014	2,940.00
00168920	03/20/2014	BELLEVUE, CITY OF 2014 Specialized Recreation	P81598	1	03/17/2014	175.00
00168921	03/20/2014	BELLEVUE, CITY OF eGOV ALLIANCE MEMBERSHIP 2014	P81539	28695	01/30/2014	19,598.00
00168922	03/20/2014	BLUELINE GROUP SUB BASIN 27 CAPACITY CALCULAT	P81547	8267	03/04/2014	1,185.00
00168923	03/20/2014	BURROUGHS, BRIANNA MILEAGE EXPENSES		OH002505	03/18/2014	47.94
00168924	03/20/2014	BUSINESS TELECOM PRODUCTS A10 Cord for headset	P81428	225908	03/06/2014	137.98
00168925	03/20/2014	CARQUEST AUTO PARTS STORES FEBRUARY REPAIR PARTS AND INVE	P81470	OH002468	02/28/2014	96.31
00168926	03/20/2014	CEDAR GROVE COMPOSTING INC MEDIUM BARK (15 YDS)	P81550	0000163810	03/03/2014	579.81
00168927	03/20/2014	CHECK RIDE DRIVER TRAINING CDL B Drivers Training March 3	P80857	OH002499	01/15/2014	3,199.00
00168928	03/20/2014	CHINOOK BOOK Coupon/advertising for 2014 Ch	P81590	IM0000044941	02/27/2014	600.00
00168929	03/20/2014	CINTAS CORPORATION #460 CITY HALLS DOOR MATS	P81533	OH002498	02/08/2014	109.64
00168930	03/20/2014	CLEANERS PLUS 1 Uniform cleaning	P81557	73597	02/28/2014	239.80
00168931	03/20/2014	COMPLETE OFFICE OFFICE SUPPLIES FEBRUARY 2014	P81403	10468130	02/13/2014	6,420.51
00168932	03/20/2014	COMSTOR INFO MGMT Land Use Files - January 2014	P81504	4808/4809	02/28/2014	300.83
00168933	03/20/2014	CONSOLIDATED PRESS Postcard mailing for digital R	P81484	10797	03/03/2014	1,537.59
00168934	03/20/2014	CRYSTAL AND SIERRA SPRINGS Monthly water service for LB	P80610	5277493030114	03/01/2014	278.04
00168935	03/20/2014	CULLIGAN Water Service/Fire	P81576	201403672721	02/28/2014	148.26

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168936	03/20/2014	DATAQUEST LLC Background Check T. Snyder	P81480	CIMERYOUTH20140 2	02/28/2014	265.50
00168937	03/20/2014	DEDOMINICIS, AMY E FS 92 Project Management	P76634	501391	02/28/2014	2,675.28
00168938	03/20/2014	DEPT OF ENTERPRISES SERVICES PHONE USE MARCH 2014		73117398	03/03/2014	440.07
00168939	03/20/2014	DEPT OF LICENSING Witness Fees for DOL Driver Re	P81558	3Z0340679	03/13/2014	70.56
00168940	03/20/2014	DIGITAL PAYMENT TECHONOLOGIES 2014 charges for Boat Launch t	P80774	194895	03/01/2014	82.13
00168941	03/20/2014	DOWD, PAUL LEOFF1 Retiree Medical Expense	P81563	OH002500	03/13/2014	104.00
00168942	03/20/2014	DUNN, DAISY Contract cancelled, refund of	P81546	17022	03/10/2014	325.00
00168943	03/20/2014	EARTHCORPS INC 2013-14 Volunteer Recruitment,	P76190	4515	02/28/2014	852.79
00168944	03/20/2014	EASTSIDE HUMAN SERVICES FORUM annual membership charges	P81592	OH002506	02/13/2014	500.00
00168945	03/20/2014	ENERSPECT MEDICAL SOLUTIONS Lifepak CR Plus Replacement Ki	P81342	14402	02/26/2014	92.03
00168946	03/20/2014	EPSCA MONTHLY RADIO ACCESS FEES 44 R	P80645	7726	03/01/2014	3,730.13
00168947	03/20/2014	EVERSON'S ECONO-VAC INC STORM DRAINAGE REPAIRS 6870 WM	P81567	072623	02/28/2014	4,959.50
00168948	03/20/2014	FEDEX OFFICE Lamination and mounting servic	P81593	OH002507	03/01/2014	100.86
00168949	03/20/2014	FIRE PROTECTION INC MAINT SHOP ALARM GAUGES	P81532	17330	03/04/2014	405.15
00168950	03/20/2014	GET Program PAYROLL EARLY WARRANTS		OH002508	03/21/2014	1,034.50
00168951	03/20/2014	GRAINGER INVENTORY PURCHASES	P81454	9377115564	02/27/2014	354.92
00168952	03/20/2014	HAKOMORI, MITSUKO Instruction services for Ikeba	P81601	14358	03/18/2014	91.00
00168953	03/20/2014	HARPER, SENECA Model payment for Sculpture Cl	P81587	OH002509	03/17/2014	51.00
00168954	03/20/2014	HARRIS COMPUTER SYSTEMS Implementation iCIS	P81582	CT016713	02/28/2014	8,755.62
00168955	03/20/2014	HDR ENGINEERING INC NEW HOPE CHURCH WATER MODELING	P81026	00408192H	03/03/2014	1,035.47
00168956	03/20/2014	HEWLETT PACKARD COMPANY 2014 Workstation Replacements	P81264	53996707	03/03/2014	43,950.66
00168957	03/20/2014	HH SEATTLE CITY GLASS LLC CITY HALL FRONT WINDOW REPLACE	P81562	OH002501	03/11/2014	711.75
00168958	03/20/2014	HORIZON PARKS SMALL MOWER	P81381	3M112067	02/24/2014	17,527.62
00168959	03/20/2014	IBS INC MISC. HARDWARE (WAREHOUSE)	P81383	5559481/5559291	02/27/2014	309.73
00168960	03/20/2014	INTERIOR FOLIAGE CO, THE INTERIOR PLANT CARE	P81530	32247	03/01/2014	271.34
00168961	03/20/2014	J T NEWS Rec Guide Ad Camps	P81520	11305	03/07/2014	207.30

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168962	03/20/2014	JOHNSON, CURTIS FRLEOFF1 Retiree Medical Expen	P81606	OH002504	03/18/2014	190.00
00168963	03/20/2014	KING COUNTY FINANCE MONTHLY SEWER JAN-DEC 2014	P80629	30005019	03/01/2014	351,902.76
00168964	03/20/2014	KING COUNTY FINANCE I-NET MONTHLY SERVICES FROM	P81509	11001879	02/28/2014	1,623.00
00168965	03/20/2014	LAMB, LESSA JAY Model payment for Clothed Mode	P81588	OH002512	03/17/2014	51.00
00168966	03/20/2014	LANGUAGE LINE SERVICES Interpreter services	P81555	3335746	02/28/2014	32.72
00168967	03/20/2014	LONDON CONTROL INC Key fob entry for PD wing	P81585	14508	02/10/2014	1,879.08
00168968	03/20/2014	LUECKEN, DIANNE J Instruction services for	P81526	14345	03/12/2014	454.00
00168969	03/20/2014	M & M BALLOON CO 2014 Helium refills for MICEC	P81151	21080	03/01/2014	19.71
00168970	03/20/2014	MAILFINANCE INC 2014 postage meter lease for L	P80618	H4507103	03/29/2014	178.84
00168971	03/20/2014	MANTEK INVENTORY PURCHASES	P81581	1424461	03/04/2014	276.84
00168972	03/20/2014	METROPRESORT Printing and Mailing February	P81569	460532	03/03/2014	2,440.84
00168973	03/20/2014	MI REPORTER (SUB) Library Subscription	P81545	OH002513	03/13/2014	98.00
00168974	03/20/2014	MICHAEL SKAGGS ASSOCIATES JANITORIAL SERVICE	P81356	1483	02/28/2014	8,951.01
00168975	03/20/2014	MID-AMERICA SPORTS ADVANTAGE INVENTORY PURCHASES	P81512	29957000	02/28/2014	129.25
00168976	03/20/2014	MILLER PAINTS PAINT CITY HALL	P81548	27835038	12/20/2013	138.82
00168977	03/20/2014	MORGAN SOUND Replacement grille's for Merce	P81447	MSI77158	03/01/2014	84.10
00168978	03/20/2014	MORTIMER JR, THOMAS D 2015 WATER SYSTEM PLAN UPDATE	P80917	2942	03/01/2014	2,463.75
00168979	03/20/2014	PACIFIC MODULAR COMM CNTR CARPET MAINTENANCE	P81461	I10356	02/28/2014	300.00
00168980	03/20/2014	PITNEY BOWES INC PRINTER CARTRIDGES FOR POSTAGE	P81421	838786	02/28/2014	396.54
00168981	03/20/2014	PURIFIED WATER TO GO MONTHLY WATER SERVICE JAN-DEC	P81494	0202014	02/28/2014	63.76
00168982	03/20/2014	RISAN ATHLETICS INC 12) POLO SHIRTS FOR CITY COUNC	P81422	43133	02/27/2014	367.92
00168983	03/20/2014	SANDERSON SAFETY SUPPLY CLASS III JACKETS	P81377	102223901	02/27/2014	82.15
00168984	03/20/2014	STERLING REFERENCE LAB Lab fees for C.Hamish clients	P81483	F2029093	02/27/2014	37.80
00168985	03/20/2014	SYLVETSKY, LESLIE SENIOR SOCIAL SUPPLIES		OH002511	03/10/2014	362.25
00168997	03/20/2014	US BANK CORP PAYMENT SYS MARSHALLS #1214		2471705405013050	03/06/2014	24,480.25
00168998	03/20/2014	XEROX CORPORATION FEB. METER AND BASE COPIER CHA	P81100	072905427	03/01/2014	3,761.68

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00168999	03/20/2014	BABB, MICHELLE Wellness Nutrition Education	P81620	OH002530	03/19/2014	281.22
00169000	03/20/2014	HOME DEPOT CREDIT SERVICE 4' 14GA STEEL U POST	P81610	0189412086311	03/18/2014	22.50
00169001	03/20/2014	JOHN PASTOR MD Monthly clinical consultations	P80807	OH002518	02/11/2014	150.00
00169002	03/20/2014	McLENDON HARDWARE INC INVENTORY PURCHASES	P81572	3972772	03/14/2014	54.62
00169003	03/20/2014	MI EMPLOYEES ASSOC PAYROLL EARLY WARRANTS		OH002515	03/21/2014	143.75
00169004	03/20/2014	MI SCHOOL DISTRICT #400 OCA Operating Loss for Mary Wa	P81609	2014301	03/17/2014	25,000.00
00169005	03/20/2014	NATURAL SYSTEMS DESIGN SUB-BASIN 6 PHASE II DRAINAGE	P80435	201438	02/12/2014	7,951.37
00169006	03/20/2014	NORMAN, RICK AND LORI WTR MTR INST RFND 8945 SE 56TH		1211125	03/18/2014	1,016.30
00169007	03/20/2014	NW ARBORICULTURE LLC Change Order #1	P80967	5458	03/05/2014	5,029.15
00169008	03/20/2014	O'REILLY AUTOMOTIVE INC Misc. Apparatus Parts	P81579	OH002516	02/28/2014	32.83
00169009	03/20/2014	OFFICEMAX INCORPORATED Replacement key for desk file	P81543	666542	02/24/2014	5.48
00169010	03/20/2014	ONMERIT MARKETING LLC Design for Digital Rec Guide	P81525	16146	03/07/2014	750.00
00169011	03/20/2014	OVERLAKE OIL 800 UNLEADED GAS	P81556	0165197IN	03/06/2014	2,725.28
00169012	03/20/2014	PACIFIC TOPSOIL INC. NURSERY MIX (3 YDS)	P81393	538958/540452	02/12/2014	196.23
00169013	03/20/2014	PARKER, AMANDA Model Payment for Sculpture Cl	P81544	OH002517	03/13/2014	51.00
00169014	03/20/2014	POLICE ASSOCIATION PAYROLL EARLY WARRANTS		OH002519	03/21/2014	2,541.01
00169015	03/20/2014	POT O' GOLD INC COFFEE SUPPLIES - MARCH 2014	P81600	242681	03/14/2014	224.66
00169016	03/20/2014	PUBLIC SAFETY SUPPORT SERVICES Zone One Coordinator Services	P81608	MIFY1206	03/12/2014	10,000.00
00169017	03/20/2014	RAASCH, JANA MILEAGE EXPENSE		OH002520	03/07/2014	18.96
00169018	03/20/2014	REPUBLIC SERVICES #172 DISPOSAL/RECYCLING SERVICE	P81566	172006016192/405	02/28/2014	2,274.00
00169019	03/20/2014	SCORE Feb jail bill 41 days + medica	P81561	668	03/10/2014	6,835.00
00169020	03/20/2014	SEATTLE AUTOMOTIVE DIST INC Misc Apparatus Parts (Includes	P81578	S5233184	02/24/2014	156.79
00169021	03/20/2014	SIGNATURE LANDSCAPE SERVICES Change Order #1 - February Cle	P81184	80499	02/27/2014	4,237.65
00169022	03/20/2014	SOUND SAFETY PRODUCTS SAFETY BOOTS & MISC. WORK CLOT	P81511	423112501	03/04/2014	291.27
00169023	03/20/2014	STORAGE COURT OF MERCER ISLAND FS 92 APPARATUS STORAGE THRU S	P80331	OH002522	03/10/2014	2,250.00
00169024	03/20/2014	STUSSER ELECTRIC CO LIGHT BALLASTS	P81528	8068723932	01/07/2014	276.36

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00169025	03/20/2014	SUNDSTROM, ROBERT Instruction services for bird	P81584	OH002521	03/17/2014	683.70
00169026	03/20/2014	SUNGARD PUBLIC SECTOR INC PAYROLL INTERFACE	P81540	78355	02/25/2014	600.00
00169027	03/20/2014	SUPPLY SOURCE, THE INVENTORY PURCHASES	P81604	1400890	03/17/2014	1,363.45
00169028	03/20/2014	SYLVETSKY, LESLIE SENIOR SOCIAL SUPPLIES		OH002523	03/17/2014	156.25
00169029	03/20/2014	T-MOBILE 2014 Services for Boat Launch	P80873	OH002525	03/09/2014	49.99
00169030	03/20/2014	TEATHER, CAROL J Arbitration for AFSCME	P81559	OH002524	02/08/2014	1,350.00
00169031	03/20/2014	TEXAS CHILD SUPPORT SDU 70060312518910521S/JAMES BLAIR		OH002526	03/19/2014	225.00
00169032	03/20/2014	THYSSENKRUPP ELEVATOR CORP FS91 ELEVATOR MAINT	P81612	3000918019	03/01/2014	1,717.71
00169033	03/20/2014	UNITED WAY OF KING CO PAYROLL EARLY WARRANTS		OH002527	03/21/2014	151.00
00169034	03/20/2014	US HEALTHWORKS MEDICAL GROUP CDL FOR T. BABCOCK	P81552	0529500WA	03/04/2014	81.00
00169035	03/20/2014	VERIZON WIRELESS Cell Charges/Fire	P81575	9720602831	02/23/2014	560.22
00169036	03/20/2014	WAPRO AS Spring Training Registratio	P81541	OH002528	03/13/2014	140.00
00169037	03/20/2014	WASHINGTON FITNESS SERV INC Service and parts for Technogy	P81589	W14728	03/09/2014	272.51
00169038	03/20/2014	WELLS FARGO ACCT#3632432377 FS 92 RETAINAGE	P80916	#2RET	01/31/2014	10,635.71
00169039	03/20/2014	WSCCCE AFSCME AFL-CIO PAYROLL EARLY WARRANTS		OH002529	03/21/2014	1,970.33
					Total	<u>623,707.13</u>

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P81546	00168942	DUNN, DAISY	Contract cancelled, refund of	325.00
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
P81604	00169027	SUPPLY SOURCE, THE	INVENTORY PURCHASES	1,363.45
	00169006	NORMAN, RICK AND LORI	WTR MTR INST RFND 8945 SE 56TH	1,016.30
P81384	00168951	GRAINGER	INVENTORY PURCHASES	280.34
P81581	00168971	MANTEK	INVENTORY PURCHASES	276.84
P81512	00168975	MID-AMERICA SPORTS ADVANTAGE	INVENTORY PURCHASES	129.25
P81572	00169002	McLENDON HARDWARE INC	INVENTORY PURCHASES	54.62
<i>Org Key: 814072 - United Way</i>				
	00169033	UNITED WAY OF KING CO	PAYROLL EARLY WARRANTS	151.00
<i>Org Key: 814074 - Garnishments</i>				
	00169031	TEXAS CHILD SUPPORT SDU	70060312518910521S/JAMES BLAIR	225.00
<i>Org Key: 814075 - Mercer Island Emp Association</i>				
	00169003	MI EMPLOYEES ASSOC	PAYROLL EARLY WARRANTS	143.75
<i>Org Key: 814076 - City & Counties Local 21M</i>				
	00169039	WSCCCE AFSCME AFL-CIO	PAYROLL EARLY WARRANTS	1,970.33
<i>Org Key: 814077 - Police Association</i>				
	00169014	POLICE ASSOCIATION	PAYROLL EARLY WARRANTS	2,541.01
<i>Org Key: 814085 - GET Program Deductions</i>				
	00168950	GET Program	PAYROLL EARLY WARRANTS	1,034.50
<i>Org Key: CA1100 - Administration (CA)</i>				
P81559	00169030	TEATHER, CAROL J	Arbitration for AFSCME	1,350.00
P81438	00168918	BELLEVUE COLLEGE-CONT EDU	ECTC Training D. Brzusek	201.52
P81560	00168973	MI REPORTER (SUB)	Library Subscription	39.00
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P81558	00168939	DEPT OF LICENSING	Witness Fees for DOL Driver Re	70.56
<i>Org Key: CM1100 - Administration (CM)</i>				
	00168997	US BANK CORP PAYMENT SYS	PIER1 COM 00049411	186.10
	00168997	US BANK CORP PAYMENT SYS	MARSHALLS #1214	65.69
	00168997	US BANK CORP PAYMENT SYS	THE ROANOKE INN	45.49
	00168997	US BANK CORP PAYMENT SYS	KEG FACTORIA	41.04
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	16.95
	00168997	US BANK CORP PAYMENT SYS	SEATTLE 684-PARK	4.00
	00168997	US BANK CORP PAYMENT SYS	MARSHALLS #1214	-65.69
<i>Org Key: CM1200 - City Clerk</i>				
P81541	00169036	WAPRO	AS Spring Training Registratio	140.00
<i>Org Key: CM1400 - Communications</i>				
	00168997	US BANK CORP PAYMENT SYS	THE BETTY MILLS COMPANY I	207.42
	00168997	US BANK CORP PAYMENT SYS	BACKUPIFY	4.99
<i>Org Key: CO6100 - City Council</i>				
	00168997	US BANK CORP PAYMENT SYS	RESTAURANTS ON THE RUN	241.60

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81422	00168982	RISAN ATHLETICS INC	12) POLO SHIRTS FOR CITY COUNC	183.96
	00168997	US BANK CORP PAYMENT SYS	PAYPAL *SCA	45.00
	00168997	US BANK CORP PAYMENT SYS	PAYPAL *SCA	45.00
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	20.64
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	4.58
	00168997	US BANK CORP PAYMENT SYS	WALGREENS #3733	4.37
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
	00168997	US BANK CORP PAYMENT SYS	TOP FOOD AND DRUG	385.77
	00168997	US BANK CORP PAYMENT SYS	FRED-MEYER #0391	289.63
P81620	00168999	BABB, MICHELLE	Wellness Nutrition Education	281.22
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	200.00
	00168997	US BANK CORP PAYMENT SYS	REI 20 REDMOND	150.00
	00168997	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	100.00
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	99.63
	00168997	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	75.00
	00168997	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	75.00
	00168997	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	50.00
	00168997	US BANK CORP PAYMENT SYS	STARBUCKS #03274 SAMMAMIS	50.00
<i>Org Key: CR1300 - Payroll Services</i>				
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	173.47
<i>Org Key: DS1100 - Administration (DS)</i>				
P81304	00168956	HEWLETT PACKARD COMPANY	2014 Workstation Replacements	5,174.02
	00168997	US BANK CORP PAYMENT SYS	5 LARGE MONITORS	2,578.80
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	278.08
P81504	00168932	COMSTOR INFO MGMT	Street Files - January 2014	214.36
	00168997	US BANK CORP PAYMENT SYS	ACCELL INC	160.04
P81504	00168932	COMSTOR INFO MGMT	Land Use Files - January 2014	86.47
	00168997	US BANK CORP PAYMENT SYS	MBP.COM MERCHANT FEE	54.10
P81437	00168936	DATAQUEST LLC	Background Check T. Snyder	21.50
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
	00168997	US BANK CORP PAYMENT SYS	EB *LEADING TRANSFORMA	-53.74
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
P81304	00168956	HEWLETT PACKARD COMPANY	2014 Workstation Replacements	996.05
<i>Org Key: DS1300 - Land Use Planning Svc</i>				
	00168923	BURROUGHS, BRIANNA	MILEAGE EXPENSES	47.94
P81610	00169000	HOME DEPOT CREDIT SERVICE	4' 14GA STEEL U POST	22.50
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	13.35
<i>Org Key: FN1100 - Administration (FN)</i>				
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	406.95
	00168997	US BANK CORP PAYMENT SYS	SIMCREST, INC.	199.00
	00168997	US BANK CORP PAYMENT SYS	ISLANDER	66.65
P80627	00168981	PURIFIED WATER TO GO	MONTHLY WATER SERVICE JAN-DEC	43.76
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P81434	00168972	METROPRESORT	Printing and Mailing February	407.70

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P81434	00168972	METROPRESORT	Printing and Mailing February	280.92
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P81434	00168972	METROPRESORT	Printing and Mailing February	407.69
P81434	00168972	METROPRESORT	Printing and Mailing February	280.92
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P81434	00168972	METROPRESORT	Printing and Mailing February	407.69
P81434	00168972	METROPRESORT	Printing and Mailing February	280.92
<i>Org Key: FR1100 - Administration (FR)</i>				
	00168997	US BANK CORP PAYMENT SYS	CASCADE FRAMES	202.07
	00168997	US BANK CORP PAYMENT SYS	CASCADE FRAMES	184.54
P81576	00168935	CULLIGAN	Water Service/Fire	148.26
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	109.26
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	99.61
	00168997	US BANK CORP PAYMENT SYS	COMCAST CABLE COMM	95.80
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	40.50
	00168997	US BANK CORP PAYMENT SYS	RITE AID STORE 5197	21.89
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	21.20
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	10.60
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	10.00
	00168997	US BANK CORP PAYMENT SYS	CASCADE FRAMES	-184.54
<i>Org Key: FR2100 - Fire Operations</i>				
P80645	00168946	EPSCA	MONTHLY RADIO ACCESS FEES 44 R	1,452.44
P81575	00169035	VERIZON WIRELESS	Cell Charges/Fire	560.22
P81580	00168914	AT&T MOBILITY	Cell Charges/Fire	190.44
P81578	00169020	SEATTLE AUTOMOTIVE DIST INC	Misc Apparatus Parts (Includes	156.79
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	99.95
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	62.00
P81579	00169008	O'REILLY AUTOMOTIVE INC	Misc. Apparatus Parts	32.83
<i>Org Key: FR2500 - Fire Emergency Medical Svcs</i>				
P81342	00168945	ENERSPECT MEDICAL SOLUTIONS	Lifepak CR Plus Replacement Ki	92.03
<i>Org Key: FR4100 - Training</i>				
P81573	00168919	BELLEVUE FIN DEPT, CITY OF	2014 EMTG Fee	2,940.00
	00168997	US BANK CORP PAYMENT SYS	PAYPAL *STORIESFROM	650.00
<i>Org Key: GGM001 - General Government-Misc</i>				
P81539	00168921	BELLEVUE, CITY OF	eGOV ALLIANCE MEMBERSHIP 2014	19,598.00
	00168997	US BANK CORP PAYMENT SYS	GOURMONDOCATERING.COM	231.32
P81600	00169015	POT O' GOLD INC	COFFEE SUPPLIES - MARCH 2014	224.66
	00168997	US BANK CORP PAYMENT SYS	GOURMONDOCATERING.COM	213.85
	00168997	US BANK CORP PAYMENT SYS	TOP FOOD AND DRUG	118.07
	00168997	US BANK CORP PAYMENT SYS	FRED-MEYER #0210	44.29
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	41.73
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	34.66
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	21.02
	00168997	US BANK CORP PAYMENT SYS	SAFEWAY STORE00015727	20.15
	00168997	US BANK CORP PAYMENT SYS	SUBWAY 00119370	17.25

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	12.24
	00168997	US BANK CORP PAYMENT SYS	SUBWAY 00119370	9.63
	00168997	US BANK CORP PAYMENT SYS	TOP FOOD AND DRUG	7.98
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	1,149.80
P81431	00168998	XEROX CORPORATION	CITY MANAGER COPIER CHARGES	724.62
P81432	00168998	XEROX CORPORATION	MAIL ROOM COPIER CHARGES FEBR	655.48
P81421	00168980	PITNEY BOWES INC	PRINTER CARTRIDGES FOR POSTAGE	396.54
P81420	00168998	XEROX CORPORATION	DSG COPIER CHARGES FEBRUARY 20	189.03
P80618	00168970	MAILFINANCE INC	2014 postage meter lease for L	178.84
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	172.78
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	144.36
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	110.37
<i>Org Key: GGM005 - Genera Govt-LI Retiree Costs</i>				
	00168997	US BANK CORP PAYMENT SYS	OMNICARE *PHARMACY	596.06
P81606	00168962	JOHNSON, CURTIS	FRLEOFF1 Retiree Medical Expen	190.00
P81563	00168941	DOWD, PAUL	LEOFF1 Retiree Medical Expense	104.00
<i>Org Key: IGBE01 - MI Pool Operation Subsidy</i>				
P81609	00169004	MI SCHOOL DISTRICT #400	OCA Operating Loss for Mary Wa	25,000.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P81509	00168964	KING COUNTY FINANCE	I-NET MONTHLY SERVICES FROM	1,623.00
	00168997	US BANK CORP PAYMENT SYS	DIDITBETTER.COM	675.00
	00168997	US BANK CORP PAYMENT SYS	FRY'S ELECTRONICS #30	635.03
	00168997	US BANK CORP PAYMENT SYS	WWW.NEWEGG.COM	93.94
	00168997	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	75.46
	00168997	US BANK CORP PAYMENT SYS	MERCER ISLAND TRUE VALUE	23.29
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	20.03
	00168997	US BANK CORP PAYMENT SYS	MONOPRICE INC	19.55
	00168997	US BANK CORP PAYMENT SYS	MERCER ISLAND TRUE VALUE	15.74
	00168997	US BANK CORP PAYMENT SYS	USPS 54530602535107903	15.10
	00168997	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	11.95
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P80857	00168927	CHECK RIDE DRIVER TRAINING	CDL B Drivers Training March 3	1,599.50
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	146.80
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT2200 - Vegetation Maintenance</i>				
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	8.43
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT2500 - ROW Administration</i>				
P81566	00169018	REPUBLIC SERVICES #172	12 YARD DISPOSAL AND RECYCLE	1,035.49
P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	557.33
P81568	00168914	AT&T MOBILITY	WIRELESS DATA CHARGES ROW	45.49
<i>Org Key: MT3100 - Water Distribution</i>				

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT3200 - Water Pumps</i>				
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	8.43
<i>Org Key: MT3300 - Water Associated Costs</i>				
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	293.65
P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	61.93
	00168917	BABCOCK, THOMAS	WATER CERTIFICATION	40.00
P81377	00168983	SANDERSON SAFETY SUPPLY	CLASS III JACKETS	41.08
P81568	00168914	AT&T MOBILITY	WIRELESS DATA CHARGES FOR WATE	30.49
<i>Org Key: MT3400 - Sewer Collection</i>				
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT3500 - Sewer Pumps</i>				
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	293.65
P81511	00169022	SOUND SAFETY PRODUCTS	SAFETY BOOTS & MISC. WORK CLOT	291.27
P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	61.92
P81568	00168914	AT&T MOBILITY	WIRELESS DATA CHARGES FOR SEWE	30.49
<i>Org Key: MT3800 - Storm Drainage</i>				
P81567	00168947	EVERSON'S ECONO-VAC INC	STORM DRAINAGE REPAIRS 6870 WM	4,959.50
P80857	00168927	CHECK RIDE DRIVER TRAINING	CDL B Drivers Training March 3	1,599.50
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	146.85
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
<i>Org Key: MT4101 - Support Services - General Fd</i>				
P81552	00169034	US HEALTHWORKS MEDICAL GROUP	CDL FOR T. BABCOCK	81.00
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P81471	00168998	XEROX CORPORATION	FEB. METER AND BASE COPIER CHA	297.21
P81422	00168982	RISAN ATHLETICS INC	12) POLO SHIRTS FOR CITY COUNC	183.96
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	117.46
	00168997	US BANK CORP PAYMENT SYS	CORRYS CO2 DRY CLEANER	60.23
P80645	00168946	EPSCA	MONTHLY RADIO ACCESS FEES 1 RA	33.01
P81377	00168983	SANDERSON SAFETY SUPPLY	CLASS III JACKETS	41.07
<i>Org Key: MT4200 - Building Services</i>				
P81357	00168974	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE	4,022.27
P81562	00168957	HH SEATTLE CITY GLASS LLC	CITY HALL FRONT WINDOW REPLACE	711.75
P81534	00169032	THYSSENKRUPP ELEVATOR CORP	FS91 ELEVATOR MAINT	510.86
P81528	00169024	STUSSER ELECTRIC CO	LIGHT BALLASTS	276.36
P81530	00168960	INTERIOR FOLIAGE CO, THE	INTERIOR PLANT CARE	271.34
P81532	00168949	FIRE PROTECTION INC	FIRE STATION 91 GUAGES	243.09
P81531	00168949	FIRE PROTECTION INC	MAINT SHOP ALARM GAUGES	162.06
P81548	00168976	MILLER PAINTS	PAINT CITY HALL	138.82
P81533	00168929	CINTAS CORPORATION #460	CITY HALLS DOOR MATS	109.64
	00168997	US BANK CORP PAYMENT SYS	SAFETY SMART GEAR	70.92
	00168997	US BANK CORP PAYMENT SYS	BIG LOTS #4628	59.13

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	58.73
	00168997	US BANK CORP PAYMENT SYS	TARGET 00003392	42.71
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	8.43
	00168997	US BANK CORP PAYMENT SYS	BIG LOTS #4628	-31.75
<i>Org Key: MT4210 - Building Landscaping</i>				
P81184	00169021	SIGNATURE LANDSCAPE SERVICES	Change Order #1 - February Cle	4,237.65
P81550	00168926	CEDAR GROVE COMPOSTING INC	MEDIUM BARK (15 YDS)	579.81
P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	61.93
<i>Org Key: MT4300 - Fleet Services</i>				
P81556	00169011	OVERLAKE OIL	800 UNLEADED GAS	2,725.28
	00168997	US BANK CORP PAYMENT SYS	WSU CONF MGMT	495.00
P81553	00168915	AUTONATION	REPAIR TO FL-0428	484.79
P81383	00168959	IBS INC	MISC. HARDWARE (VEHICLE MAINT.	169.26
P81470	00168925	CARQUEST AUTO PARTS STORES	FEBRUARY REPAIR PARTS AND INVE	96.31
P81584	00169025	SUNDSTROM, ROBERT	Instruction services for bird	75.00
P81410	00168911	AG ENTERPRISE SUPPLY INC	REPAIR PARTS FOR FL-0448	63.46
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	58.75
P81553	00168915	AUTONATION	REPAIRS TO FL-0429	50.50
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	8.43
P81553	00168915	AUTONATION	CREDIT	-82.13
<i>Org Key: MT4501 - Water Administration</i>				
P81026	00168955	HDR ENGINEERING INC	NEW HOPE CHURCH WATER	1,035.47
<i>Org Key: MT4502 - Sewer Administration</i>				
P80629	00168963	KING COUNTY FINANCE	MONTHLY SEWER JAN-DEC 2014	351,902.76
<i>Org Key: PO1100 - Administration (PO)</i>				
	00168938	DEPT OF ENTERPRISES SERVICES	PHONE USE MARCH 2014	440.07
	00168997	US BANK CORP PAYMENT SYS	Employee awards banquet	103.20
	00168997	US BANK CORP PAYMENT SYS	Employee awards banquet	65.71
	00168997	US BANK CORP PAYMENT SYS	RADIOSHACK COR00140806	43.79
	00168997	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4711	24.43
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	MERCER ISLAND THRIFT S	19.71
	00168997	US BANK CORP PAYMENT SYS	STARBUCKS #13730 NORTH BE	15.18
	00168997	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	9.32
	00168997	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	9.32
<i>Org Key: PO1350 - Police Emergency Management</i>				
P81608	00169016	PUBLIC SAFETY SUPPORT SERVICES	Zone One Coordinator Services	10,000.00
P80645	00168946	EPSCA	MONTHLY RADIO ACCESS FEES 13 R	429.13
	00168997	US BANK CORP PAYMENT SYS	Annual subscription (EMAC)	335.04
P81491	00168936	DATAQUEST LLC	EMAC vol background checks	150.50
	00168997	US BANK CORP PAYMENT SYS	January subscription (EMAC)	32.85
<i>Org Key: PO1600 - Regional Radio Operations (CJ)</i>				
P80645	00168946	EPSCA	MONTHLY RADIO ACCESS FEES 55 R	1,815.55

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: PO1700 - Records and Property</i>				
	00168997	US BANK CORP PAYMENT SYS	Hand & dish soap for Rec's kit	25.25
P81494	00168981	PURIFIED WATER TO GO	Bottled water-Records	20.00
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P81585	00168967	LONDON CONTROL INC	Key fob entry for PD wing	1,879.08
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P81561	00169019	SCORE	Feb jail bill 41 days + medica	6,835.00
<i>Org Key: PO2100 - Patrol Division</i>				
P81557	00168930	CLEANERS PLUS 1	Uniform cleaning	239.80
	00168997	US BANK CORP PAYMENT SYS	STAPLES 00114389	54.74
P81555	00168966	LANGUAGE LINE SERVICES	Interpreter services	32.72
<i>Org Key: PO2200 - Marine Patrol</i>				
	00168997	US BANK CORP PAYMENT SYS	DIAMOND SEAGLAZE	24.73
<i>Org Key: PO2201 - Dive Team</i>				
	00168997	US BANK CORP PAYMENT SYS	DIVE RESCUE INTERNATIONAL	440.16
<i>Org Key: PO3100 - Investigation Division</i>				
	00168997	US BANK CORP PAYMENT SYS	NASRO	445.00
P81428	00168924	BUSINESS TELECOM PRODUCTS	PL-HW251N	78.84
P81428	00168924	BUSINESS TELECOM PRODUCTS	A10 Cord for headset	49.28
P81428	00168924	BUSINESS TELECOM PRODUCTS	shipping	9.86
<i>Org Key: PO3300 - School Resource Officer (CJ)</i>				
	00168997	US BANK CORP PAYMENT SYS	NASRO	40.00
<i>Org Key: PO4100 - Training</i>				
P81390	00168913	ALCO TARGET COMPANY	Firearms targets	539.20
<i>Org Key: PR1100 - Administration (PR)</i>				
P81484	00168933	CONSOLIDATED PRESS	Postcard mailing for digital R	1,537.59
P81264	00168956	HEWLETT PACKARD COMPANY	2014 Desktop Replacements	900.46
P81525	00169010	ONMERIT MARKETING LLC	Design for Digital Rec Guide	750.00
P81183	00168998	XEROX CORPORATION	Use charges for 1/21/14 to 2/2	318.67
	00168997	US BANK CORP PAYMENT SYS	ISTOCK *INTERNATIONAL	239.99
P81598	00168920	BELLEVUE, CITY OF	2014 Specialized Recreation	175.00
P81183	00168998	XEROX CORPORATION	2014 Lease Charges for Color X	160.26
P81100	00168998	XEROX CORPORATION	2014 Lease Charges for Upstair	143.64
P80610	00168934	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB	139.02
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	96.58
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	47.14
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	23.88
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
P81100	00168998	XEROX CORPORATION	Use charges for 1/21/14 to 2/2	12.32
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	3.93
<i>Org Key: PR1500 - Urban Forest Management</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168997	US BANK CORP PAYMENT SYS	UW BOTANIC GARDENS CTR FO	75.00
	00168997	US BANK CORP PAYMENT SYS	ADORAMA INC	33.32
	00168997	US BANK CORP PAYMENT SYS	OFFICE MAX	7.65
<i>Org Key: PR2100 - Recreation Programs</i>				
P81584	00169025	SUNDSTROM, ROBERT	Instruction services for bird	608.70
P81304	00168956	HEWLETT PACKARD COMPANY	2014 Workstation Replacements	513.84
P81304	00168956	HEWLETT PACKARD COMPANY	2014 Workstation Replacements	513.83
P81526	00168968	LUECKEN, DIANNE J	Instruction services for	454.00
P81520	00168961	J T NEWS	Rec Guide Ad Camps	207.30
	00168997	US BANK CORP PAYMENT SYS	NRPA/AMERICAS BACKYARD	159.00
P81601	00168952	HAKOMORI, MITSUKO	Instruction services for Ikeba	91.00
	00168997	US BANK CORP PAYMENT SYS	NRPA/AMERICAS BACKYARD	55.00
	00168997	US BANK CORP PAYMENT SYS	CTC*CONSTANTCONTACT.COM	35.22
	00168997	US BANK CORP PAYMENT SYS	FORECASTERS PUBLIC HOUSE	25.00
	00168997	US BANK CORP PAYMENT SYS	FORECASTERS PUBLIC HOUSE	18.33
<i>Org Key: PR2104 - Special Events</i>				
P81151	00168969	M & M BALLOON CO	2014 Helium refills for MICEC	19.71
<i>Org Key: PR2108 - Health and Fitness</i>				
P81517	00168912	AKANA, JANELLE H	Instruction services for Power	729.89
	00168997	US BANK CORP PAYMENT SYS	PRO PLAYER SPORTS	324.71
	00168997	US BANK CORP PAYMENT SYS	THE UPS STORE #4334	21.91
	00168997	US BANK CORP PAYMENT SYS	PRO PLAYER SPORTS	-23.96
	00168997	US BANK CORP PAYMENT SYS	POWER SYSTEMS	-97.60
<i>Org Key: PR3500 - Senior Services</i>				
	00168985	SYLVETSKY, LESLIE	SENIOR SOCIAL SUPPLIES	252.30
	00169028	SYLVETSKY, LESLIE	SENIOR SOCIAL SUPPLIES	148.27
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	116.31
	00168985	SYLVETSKY, LESLIE	SENIOR SOCIAL SUPPLIES	109.95
	00168997	US BANK CORP PAYMENT SYS	CASHNCARRY583 52105830	74.88
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	46.83
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	39.85
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	21.05
	00168997	US BANK CORP PAYMENT SYS	WALGREENS #3733	20.83
	00168997	US BANK CORP PAYMENT SYS	OFFICE DEPOT #819	13.76
	00168997	US BANK CORP PAYMENT SYS	TPC ONLINE FOOD CARDS	10.00
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	9.98
	00169028	SYLVETSKY, LESLIE	SENIOR SOCIAL SUPPLIES	7.98
<i>Org Key: PR4100 - Community Center</i>				
P81356	00168974	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE	1,485.00
P81549	00169032	THYSSENKRUPP ELEVATOR CORP	COMM CNTR ELEVATOR MAINT	510.86
P81105	00168998	XEROX CORPORATION	2014 Lease Charges for Copier	311.12
	00168997	US BANK CORP PAYMENT SYS	REGISTER.COM*12543CF7J	308.00
P81461	00168979	PACIFIC MODULAR	COMM CNTR CARPET MAINTENANCE	300.00
P81589	00169037	WASHINGTON FITNESS SERV INC	Service and parts for Technogy	272.51
P81105	00168998	XEROX CORPORATION	Use charges for 1/21/14 to 2/2	200.54
	00168997	US BANK CORP PAYMENT SYS	TARGET 00003392	174.30
	00168997	US BANK CORP PAYMENT SYS	PARTY@DISPLAY & COSTUME	133.90

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	102.48
	00168997	US BANK CORP PAYMENT SYS	S&S WORLDWIDE	95.95
P81447	00168977	MORGAN SOUND	Replacement grille's for Merce	84.10
	00168997	US BANK CORP PAYMENT SYS	COMPONENT FORCE USA	73.05
P81545	00168973	MI REPORTER (SUB)	MI Reporter Subscription for M	59.00
P81587	00168953	HARPER, SENECA	Model payment for Sculpture C1	51.00
P81588	00168965	LAMB, LESSA JAY	Model payment for Clothed Mode	51.00
P81544	00169013	PARKER, AMANDA	Model Payment for Sculpture C1	51.00
	00168997	US BANK CORP PAYMENT SYS	MYE ENTERTAINMENT	31.65
	00169017	RAASCH, JANA	MILEAGE EXPENSE	18.96
P81543	00169009	OFFICEMAX INCORPORATED	Replacement key for desk file	5.48
Org Key: PR5400 - Gallery Program				
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	26.78
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	11.59
Org Key: PR6100 - Park Maintenance				
P81221	00168958	HORIZON	RYE GRASS SEED (1 TON) & 21-0-	1,770.29
P81382	00168958	HORIZON	RYE GRASS SEED (1 TON)	698.06
P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	247.70
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	117.46
P81381	00168958	HORIZON	ROUNDUP CUSTOM	67.33
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	53.67
	00168997	US BANK CORP PAYMENT SYS	CALIFORNIA PIZZA 101	52.48
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
Org Key: PR6200 - Athletic Field Maintenance				
P81221	00168958	HORIZON	RYE GRASS SEED (1 TON) & 21-0-	1,770.29
P81382	00168958	HORIZON	RYE GRASS SEED (1 TON)	698.06
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	117.46
P81381	00168958	HORIZON	ROUNDUP CUSTOM	67.33
	00168997	US BANK CORP PAYMENT SYS	CALIFORNIA PIZZA 101	26.23
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
Org Key: PR6500 - Luther Burbank Park Maint.				
P81357	00168974	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE	1,969.09
P81381	00168958	HORIZON	ROUNDUP CUSTOM	67.33
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	58.73
	00168997	US BANK CORP PAYMENT SYS	CALIFORNIA PIZZA 101	26.23
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.82
Org Key: PR6600 - Park Maint-School Related				
P81221	00168958	HORIZON	RYE GRASS SEED (1 TON) & 21-0-	1,770.29
P81382	00168958	HORIZON	RYE GRASS SEED (1 TON)	698.06
	00168997	US BANK CORP PAYMENT SYS	CALIFORNIA PIZZA 101	26.23
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	8.43
Org Key: PR6700 - I90 Park Maintenance				
P81221	00168958	HORIZON	RYE GRASS SEED (1 TON) & 21-0-	1,770.28
	00168997	US BANK CORP PAYMENT SYS	FACTORY SUPPLY, INC	780.78
P81382	00168958	HORIZON	RYE GRASS SEED (1 TON)	698.07
	00168997	US BANK CORP PAYMENT SYS	WASHINGTON ASSOCIATION OF	488.08

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P81566	00169018	REPUBLIC SERVICES #172	DISPOSAL/RECYCLING SERVICE	247.70
P81602	00168916	AWC DRUG/ALCOHOL TESTING CONS.	2014 AWC Annual D & A Testing	117.46
P80774	00168940	DIGITAL PAYMENT TECHNOLOGIES	2014 charges for Boat Launch t	82.13
	00168997	US BANK CORP PAYMENT SYS	AW POTTERY NW	65.00
P81381	00168958	HORIZON	ROUNDUP CUSTOM	67.35
P80873	00169029	T-MOBILE	2014 Services for Boat Launch	49.99
	00168997	US BANK CORP PAYMENT SYS	CALIFORNIA PIZZA 101	26.23
P81383	00168959	IBS INC	MISC. HARDWARE (WAREHOUSE)	9.94
<i>Org Key: WD311C - Sub Basin 27 Watercourse</i>				
P81547	00168922	BLUELINE GROUP	SUB BASIN 27 CAPACITY CALCULAT	1,185.00
<i>Org Key: WD312C - Sub Basin 6 Watercour Ph 2</i>				
P80435	00169005	NATURAL SYSTEMS DESIGN	SUB-BASIN 6 PHASE II DRAINAGE	7,951.37
<i>Org Key: WG106R - North Fire Station Repairs</i>				
P81403	00168931	COMPLETE OFFICE	Meshback Chairs for Fire Dept.	2,973.10
P81454	00168951	GRAINGER	REGULATOR, 1/2"	74.58
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P81264	00168956	HEWLETT PACKARD COMPANY	2014 Desktop Replacements	29,955.95
P81304	00168956	HEWLETT PACKARD COMPANY	2014 Workstation Replacements	4,996.05
<i>Org Key: WG113T - Financial System Enhancement</i>				
P81540	00169026	SUNGARD PUBLIC SECTOR INC	PAYROLL INTERFACE	600.00
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P81057	00168958	HORIZON	PARKS SMALL MOWER	7,384.88
<i>Org Key: WG315T - Utility Billing System Upgr</i>				
P81582	00168954	HARRIS COMPUTER SYSTEMS	Implementation iCIS	8,755.62
P81569	00168972	METROPRESORT	New webpage programming and ho	375.00
<i>Org Key: WP122R - Vegetation Management</i>				
P80967	00169007	NW ARBORICULTURE LLC	Change Order #1	5,029.15
P76190	00168943	EARTHCORPS INC	2013-14 Volunteer Recruitment,	852.79
P81393	00169012	PACIFIC TOPSOIL INC.	NURSERY MIX (3 YDS)	196.23
	00168997	US BANK CORP PAYMENT SYS	LOWES #00040*	102.16
	00168997	US BANK CORP PAYMENT SYS	UW BOTANIC GARDENS CTR FO	75.00
	00168997	US BANK CORP PAYMENT SYS	SER	65.00
<i>Org Key: WW101P - Water System Plan</i>				
P80917	00168978	MORTIMER JR, THOMAS D	2015 WATER SYSTEM PLAN UPDATE	2,463.75
<i>Org Key: XG150T - Small Tech/Equipment</i>				
P81264	00168956	HEWLETT PACKARD COMPANY	2014 Desktop Replacements	900.46
	00168997	US BANK CORP PAYMENT SYS	AMAZON.COM	153.38
<i>Org Key: XG300R - Fire Station 92 Replacement</i>				
P80916	00169038	WELLS FARGO ACCT#3632432377	FS 92 RETAINAGE	10,635.71
P76634	00168937	DEDOMINICIS, AMY E	FS 92 Project Management	2,675.28
P80331	00169023	STORAGE COURT OF MERCER ISLAND	FS 92 APPARATUS STORAGE THRU S	2,250.00
	00168997	US BANK CORP PAYMENT SYS	DON SMALL & SONS	376.84
<i>Org Key: XP720R - KC Levy Projects</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168997	US BANK CORP PAYMENT SYS	LOWES #00040*	19.68
<i>Org Key: XR320R - Safe Routes to School</i>				
	00168997	US BANK CORP PAYMENT SYS	GRANGE SUPPLY	21.88
<i>Org Key: YF1100 - YFS General Services</i>				
P81592	00168944	EASTSIDE HUMAN SERVICES FORUM	annual membership charges	500.00
P81183	00168998	XEROX CORPORATION	Use charges for 1/21/14 to 2/2	404.05
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	249.53
	00168931	COMPLETE OFFICE	OFFICE SUPPLIES FEBRUARY 2014	212.93
	00168997	US BANK CORP PAYMENT SYS	PREVENTION SPECIALIST CER	200.00
P80808	00168998	XEROX CORPORATION	Month lease charges and usage	184.48
P81183	00168998	XEROX CORPORATION	2014 Lease Charges for Color X	160.26
P80610	00168934	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB	139.02
	00168997	US BANK CORP PAYMENT SYS	CASCADE FRAMES	137.96
P81593	00168948	FEDEX OFFICE	Lamination and mounting servic	100.86
	00168997	US BANK CORP PAYMENT SYS	SAHARA PIZZA	95.34
P81480	00168936	DATAQUEST LLC	Background checks for vols/sta	93.50
	00168997	US BANK CORP PAYMENT SYS	SAHARA PIZZA	54.78
	00168997	US BANK CORP PAYMENT SYS	SHIFTBOARD INC.	54.75
	00168997	US BANK CORP PAYMENT SYS	SAHARA PIZZA	52.86
	00168997	US BANK CORP PAYMENT SYS	FACEBK *L594H5NG42	40.00
	00168997	US BANK CORP PAYMENT SYS	FACEBK *BSUJM5SG42	25.40
	00168997	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
<i>Org Key: YF1200 - Thrift Shop</i>				
P81357	00168974	MICHAEL SKAGGS ASSOCIATES	JANITORIAL SERVICE	1,474.65
	00168997	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4711	610.20
P81590	00168928	CHINOOK BOOK	Coupon/advertising for 2014 Ch	600.00
P81612	00169032	THYSSENKRUPP ELEVATOR CORP	THRIFT SHOP ELEVATOR MAINT	510.86
	00168997	US BANK CORP PAYMENT SYS	GRAND & BENEDICTS INC	410.05
	00168997	US BANK CORP PAYMENT SYS	COSTCO *BUS DELIV 115	389.41
	00168997	US BANK CORP PAYMENT SYS	SOUND PUBLISHING	215.00
	00168997	US BANK CORP PAYMENT SYS	SOUND PUBLISHING	215.00
	00168997	US BANK CORP PAYMENT SYS	GRAND & BENEDICTS INC	187.26
P81529	00169032	THYSSENKRUPP ELEVATOR CORP	THRIFT SHOP DUMBWAITER MAINT	185.13
	00168997	US BANK CORP PAYMENT SYS	STK*SHUTTERSTOCK, INC.	49.00
<i>Org Key: YF2100 - School/City Partnership</i>				
	00168997	US BANK CORP PAYMENT SYS	PP*WELLSPRING FAMILY SERV	175.00
P81591	00168910	AAP	Conference/Training for C.Harn	120.00
P81483	00168984	STERLING REFERENCE LAB	Lab fees for C.Harnish clients	37.80
	00168997	US BANK CORP PAYMENT SYS	PREVENTION SPECIALIST CER	25.00
<i>Org Key: YF2300 - VOICE Program</i>				
	00168997	US BANK CORP PAYMENT SYS	SEATTLE PARKS AND REC	1,075.00
<i>Org Key: YF2500 - Family Counseling</i>				
	00168997	US BANK CORP PAYMENT SYS	CEU REGISTRATION	289.00
	00168997	US BANK CORP PAYMENT SYS	MCW EVENTS	199.00
	00168997	US BANK CORP PAYMENT SYS	PP*WELLSPRING FAMILY SERV	175.00
	00168997	US BANK CORP PAYMENT SYS	PP*WELLSPRING FAMILY SERV	175.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
P80807	00169001	JOHN PASTOR MD	Monthly clinical consultations	150.00
<i>Org Key: YF2600 - Family Assistance</i>				
	00168997	US BANK CORP PAYMENT SYS	TARGET.COM *	416.08
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	200.00
	00168997	US BANK CORP PAYMENT SYS	QFC #5839	90.00
	00168997	US BANK CORP PAYMENT SYS	SHELL OIL 57424192508	50.00
	00168997	US BANK CORP PAYMENT SYS	ALBERTSONS #450	50.00
<i>Org Key: YF2800 - Fed Drug Free Communities Gran</i>				
	00168997	US BANK CORP PAYMENT SYS	GAYLORD NATIONAL F/D	991.60
	00168997	US BANK CORP PAYMENT SYS	GAYLORD NATIONAL F/D	991.60
	00168997	US BANK CORP PAYMENT SYS	CTC*CONSTANTCONTACT.COM	85.23
	00168997	US BANK CORP PAYMENT SYS	PREVENTION SPECIALIST CER	50.00
	00168997	US BANK CORP PAYMENT SYS	PUBLIC HOUSE	47.12
	00168997	US BANK CORP PAYMENT SYS	PUBLIC HOUSE	43.10
	00168997	US BANK CORP PAYMENT SYS	ALASKA AIR 0272141404922	25.00
	00168997	US BANK CORP PAYMENT SYS	GAYLORD NATIONAL F&B	21.73
	00168997	US BANK CORP PAYMENT SYS	GAYLORD NATIONAL F&B	21.47
	00168997	US BANK CORP PAYMENT SYS	ALASKA AIR IN FLIGHT	20.00
	00168997	US BANK CORP PAYMENT SYS	EIG*HOMESTEAD	19.99
Total				623,707.13



CITY OF MERCER ISLAND
CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING

3/14/2014

PAYROLL DATED

3/21/2014

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

Description		Date	Amount
Payroll Checks	62710266 - 62710275		13,298.90
Direct Deposits			433,534.79
Void/Manual Adjustments			12,816.81
Tax & Benefit Obligations			232,505.42
Total Gross Payroll		3/21/14	692,155.92



CITY OF MERCER ISLAND PAYROLL SUMMARY

PAYROLL PERIOD ENDING	3/14/2014
PAYROLL DATED	3/21/2014
Net Cash	446,833.69
Net Voids/Manuals	12,816.81
Federal Tax Deposit - Key Bank	80,515.40
Social Security and Medicare Taxes	39,694.47
Medicare Taxes Only (Fire Fighter Employees)	1,564.00
Public Employees Retirement System 1 (PERS 1)	361.49
Public Employees Retirement System 2 (PERS 2)	15,738.21
Public Employees Retirement System 3 (PERS 3)	3,427.68
Public Employees Retirement System 2 (PERSJBM)	471.76
Public Safety Employees Retirement System (PSERS)	152.59
Law Enforc. & Fire fighters System 2 (LEOFF 2)	23,257.61
Regence & LEOFF Trust - Medical Insurance	12,847.62
Domestic Partner/Overage Dependant - Insurance	1,616.72
Group Health Medical Insurance	1,129.88
Health Care - Flexible Spending Accounts	3,563.31
Dependant Care - Flexible Spending Accounts	1,523.08
United Way	151.00
ICMA Deferred Compensation	35,061.41
ROTH IRA	262.00
Child Support/Garnishment Payments	1,519.18
MI Employees' Association	143.75
Cities & Towns/AFSCME Union Dues	1,970.33
Police Union Dues	2,541.01
Fire Union Dues	1,678.12
Fire Union - Supplemental Dues	133.00
AWC - Voluntary Life Insurance	209.40
Unum - Long Term Care Insurance	1,093.70
AFLAC - Supplemental Insurance Plans	781.20
GET - Guarantee Education Tuition of WA	1,034.50
Coffee Fund	38.00
Transportation	25.00
Miscellaneous	0.00

TOTAL GROSS PAYROLL	\$	692,155.92
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**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA**

**AB 4939
March 31, 2014
Consent Calendar**

**WASHINGTON STATE LOCAL GOVERNMENT
INVESTMENT POOL AUTHORIZATION**

Proposed Council Action:

Pass Resolution No. 1480 authorizing investment of City of Mercer Island monies in the Local Government Investment Pool

DEPARTMENT OF Finance (Francie Lake)

COUNCIL LIAISON n/a

EXHIBITS
1. Proposed Resolution No. 1480
2. Local Government Investment Pool Prospectus

APPROVED BY CITY MANAGER

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

SUMMARY

The City of Mercer Island is being required to pass a new resolution authorizing investment in the Washington State Local Government Investment Pool (LGIP) (see Exhibit 1). This new resolution does not change current investment practices or policies but serves only to comply with new state requirements for acknowledgement of a recently created investment prospects.

By way of background, Resolution No. 1005 was passed by the City Council in August 1986, authorizing the City to invest funds with the LGIP. The City of Mercer Island has been investing available monies in the LGIP since that time. The City of Mercer Island’s investment policy was most recently reviewed by the City Council on January 17, 2012. The Council passed Resolution No. 1451 establishing an Investment Policy of City Funds at that meeting. There is no change in the City’s investment policy or practice because of the resolution proposed by this Agenda Bill.

The Local Government Investment Pool (LGIP) is a voluntary investment vehicle operated by the State Treasurer. Over 530 local governments have participated in the pool since it was started in 1986 to provide safe, liquid, and competitive investment options for local government pursuant to [RCW 43.250](#). The LGIP is a money market fund that focuses on short-term investment in order to provide liquidity as well as some return on investment. Funds can be deposited or withdrawn from the LGIP on a daily basis.

In an effort to provide more clarity with respect to how the LGIP operates and because of recently amended state regulations, the LGIP has created a prospectus, which has been distributed to all investors in the LGIP (see Exhibit 2). Finance and City Attorney staff have reviewed the prospectus and are comfortable with the contents.

In conjunction with the release of this prospectus, the LGIP is requiring all government entities who invest with the LGIP to complete an updated resolution which acknowledges that the governmental body responsible for overseeing or making investment decisions has read and understands the prospectus. The LGIP is asking that all resolutions be updated by June 30, 2014.

RECOMMENDATION

Deputy Finance Director

MOVE TO: Pass Resolution No. 1480 authorizing investment of City of Mercer Island monies in the Local Government Investment Pool.

**CITY OF MERCER ISLAND
RESOLUTION NO. 1480**

**A RESOLUTION OF THE CITY COUNCIL AUTHORIZING
INVESTMENT OF CITY OF MERCER ISLAND MONIES IN THE
LOCAL GOVERNMENT INVESTMENT POOL**

WHEREAS, pursuant to Chapter 294, Laws of Washington, 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the City of Mercer Island, an authorized governmental entity, to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the City of Mercer Island shall be first duly authorized by the City of Mercer Island Finance Director or his/her designee pursuant to this resolution or a subsequent resolution; and

WHEREAS the City of Mercer Island will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

WHEREAS, the City of Mercer Island and any designee appointed by the City of Mercer Island Finance Director with authority to contribute or withdraw funds of the City of Mercer Island has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the City of Mercer Island attests by the signature of its Mayor that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of the City of Mercer Island's monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

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

Section 1: The City of Mercer Island does hereby authorize the contribution and withdrawal of City monies in the LGIP in the manner prescribed by law, rule, and prospectus.

Section 2: The City of Mercer Island has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Deputy Finance Director and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

- Section 3: The City of Mercer Island designates the Finance Director as the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the City of Mercer Island.
- Section 4: This delegation ends upon the written notice, by any method set forth in the prospectus, of the City of Mercer Island that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the City of Mercer Island to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.
- Section 5: The Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the City of Mercer Island. No amendments, changes, or alterations shall be made to the Form or any other documentation until the City passes a new resolution naming a new authorized individual; and
- Section 6: The City of Mercer Island acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the City of Mercer Island agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

PASSED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON,
AT ITS REGULAR MEETING ON THE 31ST DAY OF MARCH 2014.

CITY OF MERCER ISLAND

Bruce Bassett, Mayor

ATTEST:

Allison Spietz, City Clerk

LOCAL GOVERNMENT
INVESTMENT POOL

Prospectus

January 2014



James L. McIntire

Washington State Treasurer

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I. The LGIP

The Local Government Investment Pool (the “LGIP”) is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer (the “State Treasurer”) for investment and reinvestment as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible governmental entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds. In establishing the LGIP, the legislature recognized that not all eligible governmental entities are able to maximize the return on their temporary surplus funds, and therefore it provided a mechanism whereby they may, at their option, utilize the resources of the State Treasurer to maximize the potential of their surplus funds while ensuring the liquidity of those funds.

The State Treasurer has established a sub-pool within the LGIP whose shares are offered by means of this Prospectus: The LGIP-Money Market Fund (the “LGIP-MMF” or the “Fund”). The State Treasurer has the authority to establish additional sub-pools in the future.

The Fund offered in this Prospectus seeks to provide current income by investing in high-quality, short term money market instruments. These standards are specific to the Fund, as illustrated in the following table. The LGIP-MMF offers daily contributions and withdrawals.

FUND SNAPSHOT

The table below provides a summary comparison of the Fund’s investment types and sensitivity to interest rate risk. This current snapshot can be expected to vary over time.

Fund	Investment Types	Maximum Dollar-Weighted Average Maturity for LGIP-MMF
LGIP-Money Market Fund	Cash	60 days
Current Investments (as of November 1, 2013)	Bank Deposits US Treasury bills Repurchase agreements US Government agency obligations	

Fees and Expenses

Administrative Fee. The State Treasurer charges pool participants a fee representing administration and recovery costs associated with the operation of the Fund. The administrative fee accrues daily from pool participants’ earnings prior to the earnings being posted to their account. The administrative fee will be paid monthly. In the event that there are no earnings, the administrative fee will be deducted from principal.

The chart below illustrates the operating expenses of the LGIP-MMF for past years, expressed in basis points as a percentage of fund assets.

**Local Government Investment Pool-MMF
Operating Expenses by Fiscal Year (in Basis Points)**

	2006	2007	2008	2009	2010	2011	2012	2013
<i>Total Operating Expenses</i>	<i>1.12</i>	<i>0.96</i>	<i>0.84</i>	<i>0.88</i>	<i>0.64</i>	<i>0.81</i>	<i>0.68</i>	<i>0.87</i>

(1 basis point = 0.01%)

Because most of the expenses of the LGIP-MMF are fixed costs, the fee (expressed as a percentage of fund assets) will be affected by: (i) the amount of operating expenses; and (ii) the assets of the LGIP-MMF. The table below shows how the fee (expressed as a percentage of fund assets) would change as the fund assets change, assuming an annual fund operating expenses amount of \$800,000.

Fund Assets	\$6.0 bn	\$8.0 bn	\$10.0 bn
Total Operating Expenses (in Basis Points)	1.33	1.0	.80

Portfolio Turnover: The Fund does not pay a commission or fee when it buys or sells securities (or “turns over” its portfolio). However, debt securities often trade with a bid/ask spread. Consequently, a higher portfolio turnover rate may generate higher transaction costs that could affect the Fund’s performance.

II. Local Government Investment Pool – Money Market Fund

Investment Objective

The LGIP-MMF will seek to effectively maximize the yield while maintaining liquidity and a stable share price of \$1.

Principal Investment Strategies

The LGIP-MMF will seek to invest primarily in high-quality, short term money market instruments. Typically, at least 55% of the Fund’s assets will be invested in US government securities and repurchase agreements collateralized by those securities. The LGIP-MMF means a sub-pool of the LGIP whose investments will primarily be money market instruments. The LGIP-MMF will only invest in eligible investments permitted by state law. The LGIP-MMF will not be an SEC-registered money market fund and will not be required to follow SEC Rule 2a-7. Investments of the LGIP-MMF will conform to the LGIP Investment Policy, the most recent version of which will be posted on the LGIP website and will be available upon request.

Principal Risks of Investing in the LGIP-Money Market Fund

Counterparty Credit Risk. A party to a transaction involving the Fund may fail to meet its obligations. This could cause the Fund to lose the benefit of the transaction or prevent the Fund from selling or buying other securities to implement its investment strategies.

Interest Rate Risk. The LGIP-MMF’s income may decline when interest rates fall. Because the Fund’s income is based on short-term interest rates, which can fluctuate significantly over short periods, income risk is expected to be high. In addition, interest rate increases can cause the price of a debt security to decrease and even lead to a loss of principal.

Liquidity Risk. Liquidity risk is the risk that the Fund will experience significant net withdrawals of Fund shares at a time when it cannot find willing buyers for its portfolio securities or can only sell its portfolio securities at a material loss.

Management Risk. Poor security selection or an ineffective investment strategy could cause the LGIP-MMF to underperform relevant benchmarks or other funds with a similar investment objective.

Issuer Risk. The LGIP-MMF is subject to the risk that debt issuers and other counterparties may not honor their obligations. Changes in an issuer's credit rating (e.g., a rating downgrade) or the market's perception of an issuer's creditworthiness could also affect the value of the Fund's investment in that issuer. The degree of credit risk depends on both the financial condition of the issuer and the terms of the obligation. Also, a decline in the credit quality of an issuer can cause the price of a money market security to decrease.

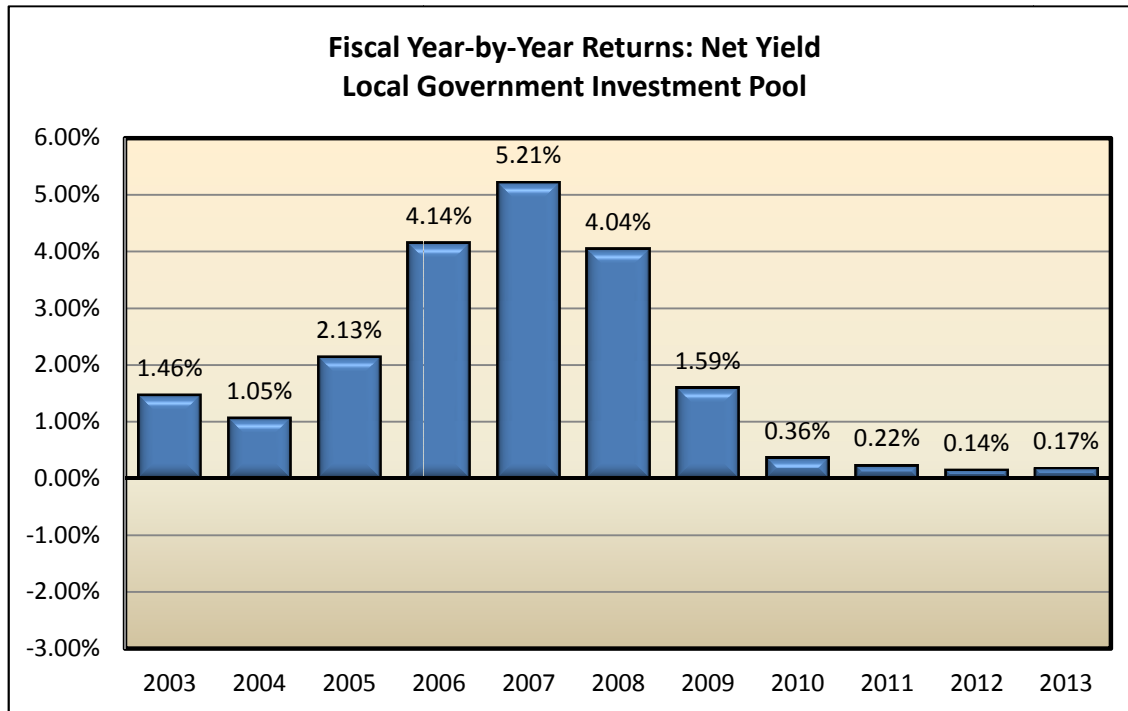
Securities Lending Risk and Reverse Repurchase Agreement Risk. The LGIP-MMF may engage in securities lending or in reverse repurchase agreements. Securities lending and reverse repurchase agreements involve the risk that the Fund may lose money because the borrower of the Fund's securities fails to return the securities in a timely manner or at all or the Fund's lending agent defaults on its obligations to indemnify the Fund, or such obligations prove unenforceable. The Fund could also lose money in the event of a decline in the value of the collateral provided for loaned securities or a decline in the value of any investments made with cash collateral.

Risks Associated with use of Amortized Cost. The use of amortized cost valuation means that the LGIP-MMF's share price may vary from its market value NAV per share. In the unlikely event that the State Treasurer were to determine that the extent of the deviation between the Fund's amortized cost per share and its market-based NAV per share may result in material dilution or other unfair results to shareholders, the State Treasurer may cause the Fund to take such action as it deems appropriate to eliminate or reduce to the extent practicable such dilution or unfair results.

An investment in the LGIP-MMF is not a bank deposit and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of investments at \$1 per share, pool participants could lose money by investing in the LGIP-MMF. There is no assurance that the LGIP-MMF will achieve its investment objective.

Performance

The following information is intended to address the risks of investing in the LGIP-MMF. The information illustrates changes in the performance of the LGIP-MMF's shares from year to year. Returns are based on past results and are not an indication of future performance. Updated performance information may be obtained on our website at www.tre.wa.gov or by calling the LGIP toll-free at 800-331-3284.



Local Government Investment Pool-Money Market Fund

Average Accrued Net Yield

<u>1 Year</u>	<u>3 years</u>	<u>5 years</u>	<u>10 years</u>
0.17%	0.19%	.52%	1.94%

Transactions: LGIP-MMF

General Information

The minimum transaction size (contributions or withdrawals) for the LGIP-MMF will be five thousand dollars. The State Treasurer may, in its sole discretion, allow for transactions of less than five thousand dollars.

Valuing Shares

The LGIP-MMF will be operated using a net asset value (NAV) calculation based on the amortized cost of all securities held such that the securities will be valued at their acquisition cost, plus accrued income, amortized daily.

The Fund's NAV will be the value of a single share. NAV will normally be calculated as of the close of business of the NYSE, usually 4:00 p.m. Eastern time. If the NYSE is closed on a particular day, the Fund will be priced on the next day the NYSE is open.

NAV will not be calculated and the Fund will not process contributions and withdrawals submitted on days when the Fund is not open for business. The time at which shares are priced and until which contributions and withdrawals are accepted is specified below and may be changed as permitted by the State Treasurer.

To the extent that the LGIP-MMF's assets are traded in other markets on days when the Fund is not open for business, the value of the Fund's assets may be affected on those days. In addition, trading in some of the Fund's assets may not occur on days when the Fund is open for business.

Transaction Limitation

The State Treasurer reserves the right at its sole discretion to set a minimum and/or maximum transaction amount from the LGIP-MMF and to limit the number of transactions, whether contribution, withdrawal, or transfer permitted in a day or any other given period of time.

The State Treasurer also reserves the right at its sole discretion to reject any proposed contribution, and in particular to reject any proposed contribution made by a pool participant engaged in behavior deemed by the State Treasurer to be abusive of the LGIP-MMF.

A pool participant may transfer funds from one LGIP-MMF account to another subject to the same time and contribution limits as set forth in WAC 210.10.060.

Contributions

Pool participants may make contributions to the LGIP-MMF on any business day. All contributions will be effected by electronic funds transfer to the account of the LGIP-MMF designated by the State Treasurer. It is the responsibility of each pool participant to pay any bank charges associated with such electronic transfers to the State Treasurer. Failure to wire funds by a pool participant after notification to the State Treasurer of an intended transfer will result in penalties. Penalties for failure to timely wire will be assessed to the account of the pool participant responsible.

Notice. To ensure same day credit, a pool participant must inform the State Treasurer of any contribution over one million dollars no later than 9 a.m. on the same day the contribution is made. Contributions for one million dollars or less can be requested at any time prior to 10 a.m. on the day of contribution. For all other contributions over one million dollars that are requested prior to 10 a.m., a pool participant may receive same day credit at the sole discretion of the State Treasurer. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which no notice is received prior to 10:00 a.m. will be credited as of the following business day.

Notice of contributions may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to State Treasurer's Treasury Management System ("TMS"). Please refer to the [LGIP-MMF Operations Manual](#) for specific instructions regarding contributions to the LGIP-MMF.

Direct deposits from the State of Washington will be credited on the same business day.

Pricing. Contribution requests received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that contribution date.

Withdrawals

Pool participants may withdraw funds from the LGIP-MMF on any business day. Each pool participant shall file with the State Treasurer a letter designating the financial institution at which funds withdrawn from the LGIP-MMF shall be deposited (the "Letter"). This Letter shall contain the name of the financial institution, the location of the financial institution, the account name, and the account number to which funds will be deposited. This Letter shall be signed by local officials authorized to receive and disburse funds, as described in WAC 210-10-020.

Disbursements from the LGIP-MMF will be effected by electronic funds transfer. Failure by the State Treasurer to wire funds to a pool participant after proper notification to the State Treasurer to disburse funds to a pool participant may result in a bank overdraft in the pool participant's bank account. The State Treasurer will reimburse a pool participant for such bank overdraft penalties charged to the pool participant's bank account.

Notice. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal over one million dollars no later than 9 a.m. on the same day the withdrawal is made. Withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of withdrawal. For all other withdrawals from the LGIP-MMF over one million dollars that are requested prior to 10 a.m., a pool participant may receive such withdrawal on the same day it is requested at the sole discretion of the State Treasurer. No earnings will be credited on the date of withdrawal for the amounts withdrawn. Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Pricing. Withdrawal requests with respect to the LGIP-MMF received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that withdrawal date.

Suspension of Withdrawals. If the State Treasurer has determined that the deviation between the Fund's amortized cost price per share and the current net asset value per share calculated using available market quotations (or an appropriate substitute that reflects current market conditions) may result in material dilution or other unfair results, the State Treasurer may, if it has determined irrevocably to liquidate the Fund, suspend withdrawals and payments of withdrawal proceeds in order to facilitate the permanent termination of the Fund in an orderly manner. The State Treasurer will distribute proceeds in liquidation as soon as practicable, subject to the possibility that certain assets may be illiquid, and subject to subsequent distribution, and the possibility that the State Treasurer may need to hold back a reserve to pay expenses.

The State Treasurer also may suspend redemptions if the New York Stock Exchange suspends trading or closes, if US bond markets are closed, or if the Securities and Exchange Commission declares an emergency. If any of these events were to occur, it would likely result in a delay in the pool participants' redemption proceeds.

The State Treasurer will notify pool participants within five business days of making a determination to suspend withdrawals and/or irrevocably liquidate the fund and the reason for such action.

Earnings and Distribution

LGIP-MMF Daily Factor

The LGIP-MMF daily factor is a net earnings figure that is calculated daily using the investment income earned (excluding realized gains or losses) each day, assuming daily amortization and/or accretion of income of all fixed income securities held by the Fund, less the administrative fee. The daily factor is reported on an annualized 7-day basis, using the daily factors from the previous 7 calendar days. The reporting of a 7-day annualized yield based solely on investment income which excludes realized gains or losses is an industry standard practice that allows for the fair comparison of funds that seek to maintain a constant NAV of \$1.00.

LGIP-MMF Actual Yield Factor

The LGIP-MMF actual yield factor is a net daily earnings figure that is calculated using the total net earnings including realized gains and losses occurring each day, less the administrative fee.

Dividends

The LGIP-MMF's dividends include any net realized capital gains or losses, as well as any other capital changes other than investment income, and are declared daily and distributed monthly.

Distribution

The total net earnings of the LGIP-MMF will be declared daily and paid monthly to each pool participant's account in which the income was earned on a per-share basis. These funds will remain in the pool and earn additional interest unless withdrawn and sent to the pool participant's designated bank account as specified on the Authorization Form. Interest earned will be distributed monthly on the first business day of the following month.

Monthly Statements and Reporting

On the first business day of every calendar month, each pool participant will be sent a monthly statement which includes the pool participant's beginning balance, contributions, withdrawals, transfers, administrative charges, earnings rate, earnings, and ending balance for the preceding calendar month. Also included with the statement will be the monthly enclosure. This report will contain information regarding the maturity structure of the portfolio and balances broken down by security type.

III. Management

The State Treasurer is the manager of the LGIP-MMF and has overall responsibility for the general management and administration of the Fund. The State Treasurer has the authority to offer additional sub-pools within the LGIP at such times as the State Treasurer deems appropriate in its sole discretion.

Administrator and Transfer Agent. The State Treasurer will serve as the administrator and transfer agent for the Fund.

Custodian. A custodian for the Fund will be appointed in accordance with the terms of the LGIP Investment Policy.

IV. Miscellaneous

Limitation of Liability

All persons extending credit to, contracting with or having any claim against the Fund offered in this Prospectus shall look only to the assets of the Fund that such person extended credit to, contracted with or has a claim against, and none of (i) the State Treasurer, (ii) any subsequent sub-pool, (iii) any pool participant, (iv) the LGIP, or (v) the State Treasurer's officers, employees or agents (whether past, present or future), shall be liable therefor. The determination of the State Treasurer that assets, debts, liabilities, obligations, or expenses are allocable to the Fund shall be binding on all pool participants and on any person extending credit to or contracting with or having any claim against the LGIP or the Fund offered in this Prospectus. There is a remote risk that a court may not enforce these limitation of liability provisions.

Amendments

This Prospectus and the attached Investment Policy may be amended from time to time. Pool participants shall receive notice of changes to the Prospectus and the Investment Policy. The amended and restated documents will be posted on the State Treasurer website: www.tre.wa.gov.

Should the State Treasurer deem appropriate to offer additional sub-pools within the LGIP, said sub-pools will be offered by means of an amendment to this prospectus.

LGIP-MMF Contact Information

Internet: www.tre.wa.gov Treasury Management System/TMS

Phone: 1-800-331-3284 (within Washington State)

Mail:

Office of the State Treasurer
Local Government Investment Pool
PO Box 40200
Olympia, Washington 98504
FAX: 360-902-9044



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

**AB 4941
March 31, 2014
Consent Calendar**

AUTHORIZATION FOR SOLARIZE MERCER ISLAND GRANT AGREEMENT WITH WASHINGTON DEPARTMENT OF COMMERCE

Proposed Council Action:

Authorize the City Manager to sign the Interagency Agreement with Washington Department of Commerce, and accept and appropriate the grant of \$10,000 under the State Energy Program.

DEPARTMENT OF

City Manager (Ross Freeman)

COUNCIL LIAISON

n/a

EXHIBITS

1. Grant Agreement with WA Department of Commerce

APPROVED BY CITY MANAGER

AMOUNT OF EXPENDITURE	\$	10,000
AMOUNT BUDGETED	\$	
APPROPRIATION REQUIRED	\$	10,000

SUMMARY

Solarize is an innovative group purchase program that helps residents and businesses tap into more affordable solar energy across the country. In the Seattle Metro area, established local non-profit Northwest SEED (www.nwseed.org) runs the *Solarize Washington* program (<http://solarizewa.org>), and over the past four years has led nine successful campaigns in partnership with community groups and Utilities. In total, they have added 470 residential solar systems to the regional electric grid, generating more than 2.1 megawatts of solar electricity capacity and investing \$10.9 million in the local solar economy.

The City of Mercer Island has contracted with Northwest SEED to jointly run a *Solarize - Mercer Island* campaign, in collaboration with local community organizations, volunteers, and with some support from Puget Sound Energy (PSE). The campaign goal is 30 new solar installations completed within the next 12 months. Depending on the hardware selected, homeowners will see a payback in six to nine years, and then cost-free (except for maintenance), ongoing energy production for another 20-30 years.

The most recent Solarize campaign in Central/SE Seattle had over 180 sign-ups averaging 4.9 kilowatts in size. Given that Seattle-area solar installations can produce about 1000 kilowatt-hours (kWh) per year for each kilowatt installed, the annual solar energy produced from that one campaign is at least 885,000 kWh. According to the EPA, that amount of clean, renewable energy is equivalent to burning **655,000 pounds** of coal – a dirty energy source that contributes to regional greenhouse gas (GHG) emissions. By launching a Solarize campaign, the City will be taking a leadership role in reducing the community's GHG footprint; an important achievement due to the fact that PSE, the Island's energy provider, still burns coal for 30% of its energy generation.

PREVIOUS COUNCIL DIRECTION

Council received a report on the proposed *Solarize – Mercer Island* project at the January 2014 Planning Session. At that time, Council directed staff to pursue grant funding and to move forward with program planning for this project.

GRANT FUNDING

In order to fund *Solarize – Mercer Island*, grant sources were identified and a successful application was made to the Solar Communities program administered by the Washington Department of Commerce. As discussed at the Planning Session, this \$10,000 grant provides two-thirds of the City's total funding commitment to the Solarize campaign, and staff is currently pursuing additional grant sources to meet the remaining need. Puget Sound Energy has recently committed \$1,000 in cash support, leaving \$4,000 to be funded by the end of the campaign. The balance of the other resources needed to implement the Solarize campaign is provided by Northwest SEED, in-kind support, local volunteers, and City of Mercer Island Sustainability Manager staff time.

RECOMMENDATION

Sustainability and Communications Manager

MOVE TO: Authorize the City Manager to sign the Interagency Agreement with Washington Department of Commerce, and accept and appropriate the grant of \$10,000 under the State Energy Program.



Department of Commerce

Innovation is in our nature.

Interagency Agreement with

City of Mercer Island

through

State Energy Program - Rooftop Solar Challenge 2

For

To launch and implement a *Solarize Mercer Island* campaign to increase residential solar array installations through marketing, outreach, and reduced costs.

Start date: Date of contract execution

1. GRANTEE City of Mercer Island 9611 SE 36 th Street Mercer Island, WA 98040		2. Contractor Doing Business As (optional)	
3. GRANTEE Representative Ross Freeman Sustainability Manager 206-275-7662 ross.freeman@mercergov.org		4. COMMERCE Representative Tim Stearns 206.256.6121 PO Box 42525 Tim.stearns@commerce.wa.gov 1011 Plum St. SE Patti Miller-Crowley 360.725.3122 Olympia, WA (invoicing) 98504-2525 patti.miller-crowley@commerce.wa.gov	
5. Contract Amount \$10,000	6. Funding Source Federal: <input checked="" type="checkbox"/> State: <input type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>	7. Start Date Date of contract execution	8. End Date March 31, 2015
9. Federal Funds (as applicable) \$10,000	Federal Agency: Department of Energy	CFDA Number 81.117	
10. Tax ID # 916017561	11. SWV# 0032386-00	12. UBI # 179 01 9640	13. DUNS # 056307697
14. Contract Purpose This Agreement provides up to \$10,000 seed money to establish a Solarize campaign for the purpose of increasing installations of rooftop solar arrays in the City, through lower bulk purchase pricing, and education and outreach.			
COMMERCE, defined as the Department of Commerce, and the GRANTEE, as defined above, acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start. The rights and obligations of both parties to this Contract are governed by this Contract and Exhibit A –Statement of Work & Timeline and Exhibit B – Deliverables & Budget.			
FOR CONTRACTOR		FOR COMMERCE	
_____ Noel Treat, City Manager, City of Mercer Island,		_____ Tony Usibelli, State Energy Office, Director	
_____ Date		_____ Date	
		APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL <i>approved 2/10/14 – on file</i>	

This Agreement is made and entered into by and between the Department of Commerce, referred to as COMMERCE, located at 1011 Plum St SE, Olympia, WA 98504 and City of Mercer Island, referred to as GRANTEE and is issued pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW.

1. PURPOSE

This Agreement provides seed money to establish a Solarize campaign for the purpose of increasing installations of residential rooftop solar arrays in the City, through lower bulk purchase pricing and education and outreach.

2. STATEMENT OF WORK

The GRANTEE shall furnish the necessary personnel, equipment, material and/or service(s) and otherwise do all things necessary for or incidental to the performance of work set forth in **Exhibit "A"** attached and incorporated herein.

3. PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall begin the date of contract execution and extend through March 31, 2015, unless terminated sooner as provided in this Agreement, or extended through a properly executed amendment.

4. REQUIRED REPORTS

A baseline of existing known residential solar arrays should be included in the first quarterly report, with progress reported quarterly thereafter. A closeout report will be submitted on a form to be furnished by COMMERCE to the GRANTEE.

5. COMPENSATION

The parties have agreed that compensation for accomplishing the work herein will not exceed \$10,000. Compensation for deliverables shall be in accordance with the Budget in **Exhibit "B"** which is attached and incorporated herein.

6. BILLING PROCEDURES

The GRANTEE shall submit invoices quarterly with payment subject to COMMERCE acceptance of deliverables. Payment for approved goods and/or services will be made by check, warrant or account transfer within 30 days of receipt of the invoice. Upon expiration of the Agreement, invoices shall be paid, if received within 30 days after the expiration date. However, invoices for all work done within a fiscal year must be submitted within 30 days after the end of the fiscal year

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be made electronically to the account designated by the GRANTEE.

COMMERCE may, in its sole discretion, terminate the Grant or withhold payments claimed by the GRANTEE for services rendered if the GRANTEE fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Disallowed Costs

The GRANTEE is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrants/subcontracts.

7. BILLING DETAIL

Each invoice voucher submitted to COMMERCE by the CITY shall include such information as is necessary for the COMMERCE to determine the exact nature of all expenditures. The invoice voucher must reference Agreement number **F14-52117-020**.

8. DUPLICATION OF BILLED COSTS

The GRANTEE shall not bill COMMERCE for services performed under this contract, and COMMERCE shall not pay the GRANTEE, if the GRANTEE is entitled to payment or has been or will be paid by any other source, including grants and rebates, for that service.

9. FUNDING CONTINGENCY

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the work in this Agreement, COMMERCE may:

- a. Terminate this Agreement with 30 days advance notice. If this Agreement is terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.
- b. Renegotiate the terms of the Agreement under those new funding limitations and conditions,
- c. After a review of project expenditures and deliverable status, extend the end date of this Agreement and postpone deliverables or portions of deliverables, or
- d. Pursue such other alternative as the parties mutually agree to writing.

10. AMENDMENT

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

11. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising under this Agreement, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

12. ASSURANCES

The parties agree that all activity pursuant to this Agreement shall be in accordance with all applicable federal, state and local laws, rules, and regulations as they currently exist or as

amended.

13. COMPLIANCE WITH FEDERAL, STATE, AND MUNICIPAL LAW

The GRANTEE is required to comply with applicable Federal, state, and local laws and regulations for all work performed under this Award. The GRANTEE and any of its sub GRANTEES are required to obtain all necessary Federal, state, and local permits, authorizations, and approvals for all work performed under this Award.

14. CONTRACT MANAGEMENT

The contract representative for each of the parties, as identified on the face sheet of this contract, shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

15. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall evaluate the facts, Agreement terms, applicable statutes and rules, and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on both parties.

16. GOVERNING LAW AND VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and the venue of any action brought under this Agreement shall be in Superior Court for Thurston County.

17. INDEMNIFICATION

To the fullest extent permitted by law, the GRANTEE shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The GRANTEE's obligation to indemnify, defend, and hold harmless includes any claim by GRANTEE's agents, employees, representatives, or any subgrantee/subcontractor or its employees.

GRANTEE expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to GRANTEE's or any subgrantee's/subcontractor's performance or failure to perform the Grant. GRANTEE's obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The GRANTEE waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

18. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be

considered for any purpose to be employees or agents of the other party.

19. **INSURANCE**

Local Government GRANTEEs that Participate in a Self-Insurance Program

Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from COMMERCE, the GRANTEE may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from COMMERCE, the GRANTEE shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles

(GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. GRANTEE's participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The State of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

GRANTEE shall provide annually to COMMERCE a summary of coverage and a letter of self-insurance, evidencing continued coverage under GRANTEE's self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self-insurance will be provided on the anniversary of the start date of this Agreement.

20. **MAINTENANCE OF RECORDS**

The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration of agreement. The Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available any confidential information to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties. However, the parties acknowledge that State Agencies are subject to chapter 42.56 RCW, the Public Records Act.

21. ORDER OF PRECEDENCE

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes, and local laws, rules and regulations;
- b. Statement of Work;
- c. Exhibits and Appendices – list separately; and
- d. Any other provisions of the agreement, including materials incorporated by reference.

22. PERFORMANCE OF WORK IN UNITED STATES

All work performed under this award must be performed in the United States. This requirement does not apply to the purchase of supplies and equipment, however, the GRANTEE should make every effort to purchase supplies and equipment within the United States. The GRANTEE must flow this requirement to its sub awards.

23. RESPONSIBILITIES OF THE PARTIES

Each party to this Agreement hereby assumes responsibility for claims and/or damages to persons and/or property resulting from any act or omissions on the part of itself, its employees, its officers, and its agents. Neither party assumes any responsibility to the other party for the consequences of any claim, act, or omission of any person, agency, firm, or corporation not a part to this Agreement.

24. SEVERABILITY

If any term or condition of this Agreement is held invalid, such invalidity shall not affect the validity of the other terms or conditions of this Agreement.

25. SUBCONTRACTING

- a. "Subcontractor" means one not in the employment of a party to this Agreement, who is performing all or part of those services under this Agreement under a separate contract with a party to this Agreement. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.
- b. Except as otherwise provided in the Agreement, the GRANTEE shall not subcontract any of the contracted services without the prior approval of COMMERCE. The GRANTEE is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Agreement are included in any and all Subcontracts. Any failure of GRANTEE or its Subcontractors to perform the obligations of this Agreement shall not discharge GRANTEE from its obligations under this Agreement.

26. REQUIREMENTS FOR FEDERALLY FUNDED PUBLICATIONS

- a. GRANTEE is encouraged to publish or otherwise make publicly available the results of the work conducted under this award.
- b. The GRANTEE agrees that any publications (written, visual, or sound) but excluding press releases, newsletters, and issue analyses, issued by the GRANTEE describing programs or projects funded in whole or in part with federal funds under this Agreement, shall contain the following acknowledgment:

“The information, data, or work presented herein was funded in part by the U.S. Department of Energy, Energy Efficiency and Renewable Energy Program, under Award Number DE-EE0006307.”

- a. The following disclaimer must appear in the publication of any material, whether copyrighted or not, based on or developed under this project:

“The information, data, or work presented herein was funded in part by an *agency* of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trade name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

27. SITE VISITS

COMMERCE and DOE’s authorized representatives have the right to make site visits at reasonable times to review project accomplishments and management control systems and to provide technical assistance, if required. GRANTEE must provide, and must require its sub-awardees to provide reasonable access to facilities, office space, resources, and safety and convenience of the government representatives in the performance of their duties. All site visits and evaluations must be performed in a manner that does not unduly interfere with or delay the work.

28. TERMINATION FOR CAUSE

If for any cause either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

29. TERMINATION FOR CONVENIENCE

Either party may terminate this Agreement upon 30 calendar days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

30. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement. Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Agreement unless stated to be such in writing and signed by personnel authorized to bind each of the parties.

Exhibit A - Statement of Work & Timeline
Solarize Washington: Mercer Island

A. PROJECT DESCRIPTION

This Statement of Work outlines the tasks and deliverables of both the CONSULTANT, (NW SEED) and the CITY OF MERCER ISLAND (The City) in developing, launching, and administering a solar outreach and installation campaign for the community of Mercer Island. The goal of this effort is to increase awareness of and knowledge about solar energy in targeted communities, ultimately resulting in a greater concentration of high-quality solar installations, an increase in solar energy use, and reduced cost to customers for the associated energy generation/savings through economies of scale.

B. TASKS AND DELIVERABLES

Task 1: Identify/assemble and train Community Partner(s)

- A. **Support city staff with identifying community groups to serve as Community Partners.**
The City shall engage with local community groups and NW SEED to further develop community relationships, secure partners, and solidify roles.
- B. **Convene and Conduct a Community Partner Orientation for campaign volunteers.** The City shall use the Community Partner Orientation to familiarize volunteers with the Solarize model, solar photovoltaic (“PV”) technology, volunteer roles and responsibilities, and pertinent messaging.
- C. **Execute Memorandum of Understanding.** The City and the Community Partners shall finalize roles and responsibilities and solidify expectations of tasks and time commitments with an MOU signed by all parties. The MOU shall identify hours committed by all partners.

NW SEED Deliverables:

- Deliver in-person Community Partner Orientation for volunteers

The City Deliverables:

- Host and attend in-person Community Partner Orientation for volunteers
- Signed MOU between The City, NW SEED, and Community Partners, and identifying hours committed by all partners and each community

Task 2: Lead the Community Partner through the competitive selection process of a solar installation team

- a. **Convene Contractor Selection Committee.** The Contractor Selection Committee shall consist of volunteers from Mercer Island, who shall draft an RFP, evaluate proposals, interview top scoring firms, and select an Installation Partner for the solar campaign. The City shall recruit Contractor Selection Committee members at the Community Partner Orientation.
- b. **Finalize and circulate Request for Proposals to solar installers.** NW SEED shall provide an RFP template to the Contractor Selection Committee and encourage customization to best serve the target community. Over the course of 2-3 in-person meetings, NW SEED and The City shall

assist the Committee in finalizing the RFP, and shall circulate the document to local solar installers in the Puget Sound region.

- c. **Evaluate proposals and select Installation Partner.** NW SEED and The City shall provide a scoring template to the Contractor Selection Committee and encourage customization to best serve the target community. On the agreed-upon date, The City shall collect contractor proposals and distribute them to the Committee. Committee members shall sign a non-conflict of interest form confirming that they do not have any business or financial ties to the proposing solar installation firms. Committee members shall collectively develop a scoring rubric, shall independently score proposals in accordance with the scoring rubric, and shall participate in an in-person meeting to discuss proposals and identify 2-3 top-scoring candidates to interview. Committee members shall then interview top candidates and come to a collective final selection. Throughout the scoring and selection process, NW SEED and The City shall act in an advisory role as non-voting members of the Contractor Selection Committee.
- d. **Execute Memorandum of Understanding.** The City and the Installation Partner shall finalize roles and responsibilities and solidify expectations with an MOU signed by all parties, including those representing Mercer Island.

NW SEED Deliverables

- RFP template for Contractor Selection Committee
- Provide Technical Expertise in person at 2-3 committee meetings, in particular the first and last meetings.

The City Deliverables

- Convene and lead Contractor Selection Committee meetings
- Issue RFP to solar installers in partnership with Community Partner
- Convene contractor interviews with Community Partner and notify selected Installation Partner(s)
- Signed MOU between The City and Installation Partner(s)

Task 3: Launch campaign

- a. **Develop online content and registration page.** NW SEED shall build out its current Solarize Washington website (www.solarizewa.org) to prominently feature the Mercer Island solar campaign. New content shall include a campaign page for the targeted community, and a registration page that allows community members to complete a no-obligation campaign registration form. NW SEED shall make periodic updates to web content, including press releases, a contract tracker, and a map of Solarize contracts to date. NW SEED shall work in collaboration with The City on the look and content of the campaign website.
- b. **Develop back-end customer management database.** NW SEED shall build out its current Salesforce database to inform the Mercer Island solar campaign registration page. This will facilitate easy sharing of qualified leads between NW SEED and the Installation Partner following workshop attendance, and allow NW SEED to track leads and ensure quality customer service.
- c. **Open online registration.** On the mutually agreed upon date, NW SEED shall open registration at www.solarizewa.org and encourage the Community Partner and Installation Partner to spread the registration announcement through their networks. NW SEED shall perform ongoing monitoring of participant registrations. Online registration shall remain open for approximately 3 months.

NW SEED Deliverables:

- Create campaign webpage at www.solarizewa.org
- Create registration page at www.solarizewa.org
- Set up back-end Salesforce database to track incoming registrants

Task 4: Conduct outreach and education

- Convene Community Engagement Committee.** The Community Engagement Committee shall consist of volunteers from Mercer Island who shall lead outreach in the target community. Primary tasks shall include finalization of the marketing plan, spreading the word at local events and community meetings, serving as the community voice at workshops, and acting as a resource for local residents. The City shall recruit committee members at the Community Partner Orientation, and subsequent recruitment shall continue throughout the launch of registration.
- Develop and Refine Marketing Plan.** NW SEED shall collaborate with The City and the Community Engagement Committee to refine and finalize the Marketing Plan. The document shall provide details on objectives, timeline and strategy, materials, and tactics for marketing and outreach to a variety of community channels.
- Update outreach templates and workshop curriculum.** NW SEED has developed substantial educational material with which to engage and educate local residents on solar energy. Templates for all print materials shall be developed in collaboration with The City and edited with input from the Community Partner.
- Commence outreach in target community.** With the launch of registration, the Community Engagement Committee shall lead outreach activities on Mercer Island in accordance with the Marketing Plan. The City shall provide support as needed and convene regular Community Engagement Committee meetings to review progress to date and help organize upcoming activities. Outreach shall run through the end of the registration period.
- Deliver educational workshops and webinars.** Throughout the course of the registration period, NW SEED, The City, and the Installation Partner shall co-lead workshops detailing the Solarize program, solar PV technology, and available financing and incentives. Community Partner representatives shall be on hand to answer relevant attendee questions. Workshop attendees shall be eligible for a free site assessment from the Installation Partner and an installation at the discounted prices pre-negotiated by the Community Partner. 3 workshops as well as 2 webinars shall be conducted, with identical curricula.

NW SEED Deliverables:

- Finalized workshop curriculum
- Outreach and Marketing templates
- Co-Lead 3 workshops and 2 webinars

The City Deliverables:

- Convene Community Engagement Committee meetings to create an outreach plan
- Finalized Outreach Plan, including a list of events at which outreach shall be performed, exclusive of workshops and webinars
- Finalized outreach flyers and materials
- Host 3 workshops and 2 webinars

Task 5: Provide project management for site evaluations and solar installations

NW SEED and the City shall ensure quality customer service throughout evaluation and installation process. Once participants have attended a workshop, they shall be transferred from NW SEED's Salesforce account to the Installation Partner's Salesforce account. This transfer shall enable the Installation Partner to move through the evaluation, bid, contract, and installation process while allowing NW SEED and The City to perform ongoing monitoring of this process for each customer. The City shall work with the Installation Partner and NW SEED to address any installation-related issues that arise. The City shall work with the Installation Partner to establish a final contracting date following the close of registration.

NW SEED shall prepare a monthly report to The City that details task progress, status of all community participants and any major lessons learned from the reporting period. NW SEED shall adjust the reporting schedule in accordance with The City's requests.

NW SEED Deliverable:

- Monthly project report detailing NW SEED activities and status of all active participants

Task 6: Evaluate the program results against The City's stated program goals

NW SEED shall garner partner/participant feedback and document lessons learned. NW SEED will work with The City, the Community Partner, and the Installation Partner to evaluate program results and document lessons learned. NW SEED shall conduct a call with project partners to evaluate internal lessons learned, and shall conduct surveys to evaluate participant experience with the Solarize campaign. NW SEED shall provide a final report to The City summarizing the lessons learned from both the project team and participants.

NW SEED Deliverables:

- Complete "Lessons Learned" phone call amongst project team members (The City, NW SEED, Community Partner(s), Installation Partner(s))
- Complete online survey to solar campaign participants
- Summarize lessons learned and survey results in final report

Exhibit B – Budget & Deliverables

The parties have estimated that the cost of accomplishing the work herein will not exceed \$10,000.

PAYMENT PER DELIVERABLE

The GRANTEE shall be paid upon presenting evidence that a deliverable has been met:

A. Completion of Solarize training provided by NW SEED to GRANTEE & partners (\$4,000) --

This involves identifying partner community groups and other sponsors, communicating initial expectations, assembling training materials, convening for two sessions of three hours each, and explaining volunteer roles and responsibilities.

B. Agreement signed with competitively selected installer (\$3,000) --

This involves assembling a contractor selection committee of local volunteers, and providing supporting training and guidance as needed. This committee will draft an RFP, evaluate proposals, interview top-scoring firms, and select an installer. The community and the installer will solidify expectations with an MOU signed by all parties, including those representing the City of Mercer Island.

C. Five homeowners under contract for installation with selected contractor(s) (\$3,000) -

This will involve initial work by a volunteer-based community engagement committee that will spread the word at local events and meetings and market the Solarize opportunity. Interested homeowners must attend an informational workshop, after which they will be eligible for a free feasibility site visit. Typically, a portion of the individuals with suitable locations will choose to sign a solar contract with the selected installer.

The parties agree that COMMERCE shall **NOT** be responsible for any additional costs or expenses incurred by GRANTEE in the performance of work described in this Agreement, which include but are not limited to travel, lodging, meals, and other miscellaneous expenses otherwise incurred. Compensation for a deliverable shall be up to, but shall not exceed, the budgeted cost for a deliverable regardless of hours worked or other expenses related to a deliverable. Any variance shall be justified to COMMERCE 's Contract Manager who shall have discretion to approve/disapprove compensation for such variance.

In the event additional funds become available, any Agreement awarded may be renegotiated to provide for additional services (e.g., model development, implementation, etc.) subject to satisfactory completion of a previous phase.)



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

**AB 4936
March 31, 2014
Consent Calendar**

**2013 ARTS COUNCIL ANNUAL REPORT AND
2014 WORK PLAN**

Proposed Council Action:

Receive the 2013 Arts Council Annual Report and
Approve the 2014 Work Plan.

DEPARTMENT OF

Parks and Recreation (Amber Britton and Jane Ditzler, Arts
Council Chair)

COUNCIL LIAISON

Jane Brahm

EXHIBITS

1. 2013 Arts Council Annual Report
2. 2014 Arts Council Work Plan

APPROVED BY CITY MANAGER

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

SUMMARY

In fulfilling the City Council's directive to provide to the City and its residents a high degree of expertise with respect to visual and performing arts, the Mercer Island Arts Council is providing a report of its activities, services, and contributions in 2013 and the intended work plan for 2014. The City Council recognized and embraced the important role of art and cultural enrichment in creating community by establishing the Arts Council (MICC 3.55) and fund for the purpose of providing funds for 1%-for-the-arts projects (MICC 4.40.200). The Arts Council is providing these reports for Council review and approval.

The 2013 Annual Report (Exhibit 1) serves to inform the City Council of the breadth of services that the Arts Council provided in the previous year, including statistical information regarding volunteer hours, staff hours, revenues, and audience and artists served. In addition, it highlights the various working sub-committees of the Arts Council and their accomplishments and on-going activities and tasks.

The 2014 Work Plan (Exhibit 2) serves to identify the specific areas of focus for 2014 by sub-committee area, and the tasks required of Arts Council members and Parks and Recreation staff to achieve those tasks.

RECOMMENDATION

Cultural Arts and Events Coordinator and Arts Council Chair

MOVE TO: Receive Arts Council 2013 Annual Report and approve the Arts Council 2014 Work Plan.



Mercer Island Art Council's
2013 Annual Report

Chair – Jane Ditzler /Vice-Chair – Paulette Bufano

Intro from the Chair, Jane Ditzler:

The Mercer Island Arts Council had a very busy and successful year in 2013. Our regular programs continued and we had one or two big surprises that turned out to be quite important...and spectacular. The biggest and historic...and most fun for all...was the replacement of the much-loved dragon in Deane's Children's Park. A new system to manage our Public Arts collection was implemented during the year, which organized all paper files and created digital files using an online database. Another free program was added to our summer concert series when the Russian Chamber Orchestra presented a quartet of classical musicians for a special Sunday concert. It was our first classical program and was very well received.

The entire rest of our regular programming was successfully carried out as planned. Our two favorite summer programs, Mostly Music in the Park and Shakespeare in the Park, were very popular as usual. The Literary committee continued "Meet the Author" evenings in partnership with Island Books and these continue to gain in popularity. All in all our year was jam packed with ideas and successful accomplishments.

Arts Council members in 2013 included: Jane Ditzler, Ellen Hochberg, Christine Lewis, An Tootill, Mireya Lewin, Susan Szafir, Linda Iwanyk, Bonnie Bradley, Paulette Bufano, Karen Kaser, Anna Gordon, Suzanne Zahniser, and Julian Trejo.

City Council Liaison: Jane Meyer-Brahm

Highlights for 2013 include:

- Meet the Author event with Island Books featuring "The House Girl" author, Tara Conklin
- Two Classics on Film Series which totaled 18 films
- Meet the Author event with Island Books featuring "The Revised Fundamentals of Caregiving" author, Jonathan Evison
- Eighteen performances for Shakespeare in the Park
- Six Concerts at the Mostly Music in the Park summer concert series, which included a special performance at the Luther Burbank Amphitheatre by the Russian Chamber Orchestra
- "Call of the Wild" sculpture was installed at Luther Burbank Park
- "Stan the Dog" sculpture was donated and installed at the Luther Burbank dog park
- Replaced missing pieces to damaged artwork "Thanks" and "Extraordinary Journey", located in the Outdoor Sculpture Gallery
- "Kenton's Dragon", a replacement concrete dragon for Deane's Children's Park was installed
- Artists were selected for a public art project to be placed at Fire Station 92
- A mural project was approved for the tennis wall in Luther Burbank Park

The Arts Council is a "working council", assisted by volunteers and staff, with the goal of enhancing and strengthening all of our existing programs to extend our reach as far as possible. We continue to grow our partnerships within the community to expand our programming opportunities. Additionally, Mercer Island organizations and businesses have provided generous and valuable sponsorships to support some ongoing programs. We look forward to another great year in 2014.

PROGRAM ACCOMPLISHMENTS OF 2013

COMMUNITY RELATIONS AND ADVERTISING

The Arts Council held an outreach event as a part of Summer Celebration! Arts and Craft projects for children in the 2013 “It’s Magic” theme were hosted by the Arts Council. Information about the Arts Council was distributed, volunteer sing-ups were taken, and the public was updated on the upcoming dragon replacement project at Deane’s Children’s Park. Pictures and history about the original dragon decorated the tent space.

Other outreach included:

- Email distribution list; additions of new names and emails to grow this outreach reminder list
- Posted events on www.mercergov.org/artscouncil, www.OurMercerIsland.com, <http://biznik.com/FortheLoveofArt>.
- Posted events and informing about potential articles through the Mercer Island Reporter and www.mercerislandpatch.com
- Advertised through Parks and Recreation Facebook
- Mercer Island’s Quarterly, M.I. Weekly publications & The Recreation Guide
- Flyers and Posters posted throughout community
- Mostly Music in the Park brochures and Shakespeare information mailed to all Mercer Island residents
- Collected in kind donations in the amount of \$4,958 from local business to support Arts Council events with donations such as refreshments for regional hosted meetings with other arts organizations, prizes and gift baskets for events, and lodging for the dragon artist.

LITERARY PROGRAMS

Classics on Film

Lance Rhoades, media scholar and Mercer Island Arts Council Program Director of *Classics on Film*, presented and lectured on two separate film series “Film Noir”, a perennially popular film genre of the Seattle area (especially during the dark, rainy days of winter and early spring), and “Spies, Detectives and Secret Agents which drew large audiences. Events were co-sponsored with Aljoja of Mercer Island and films were shown in the Aljoja Theater.

Winter/Spring “Film Noir” Series

- **Jan. 11- *Laura*:** A police inspector is investigating the death of a young woman. The more he learns about her, the more obsessed he becomes...and the more he wonders if the case is on the right track.
Attendance: 23
- **Jan. 18- *Hangover Square*:** A promising yet emotionally fragile composer has the support of a respected conductor and the love of the conductor’s daughter. When the young man falls under the influence of an ambitious dance-hall singer, both the composer and his music are in peril.
Attendance: 20
- **Feb. 8- *Mildred Pierce*:** After she is left by her unfaithful husband, Mildred (Joan Crawford) sets out to make a life for herself on her own terms. However, in order to win her spoiled daughter’s respect, she must make a sacrifice that puts her dream in jeopardy.
Attendance: 30
- **Feb. 22- *The Postman Always Rings Twice*:** A penniless vagrant and a frustrated housewife recklessly hatch a plot to murder her husband, only to land in much more desperate circumstances.
Attendance: 31

- **March 1- *Where the Sidewalk Ends*:** Andrews, Tierney, and Preminger team up again! This time Andrews plays a cop with a very rough edge. Despite warnings from his superiors -and the help of a caring friend (Tierney)- his volatile form of justice leads to a deadly situation.
Attendance: 23
- **March 15- *The Big Heat*:** When police detective Bannion suspects that his department is under the control of the mob, he investigates. When a bomb meant for him kills his wife instead, he gets even!
Attendance: 29
- **March 22- *Quai Des Orfevres*:** (A French Film with subtitles- sponsored by the Mercer Island Sister City Association) When a wealthy businessman is found murdered, police inspector Antoine finds that an ambitious singer, her jealous husband, and her obsessive photographer friend all have motives.
Attendance: 43
- **April 5- *Chinatown*:** A private investigator takes a job from a mysterious woman to spy on her husband, and in the process uncovers a grand conspiracy to control the Los Angeles water supply.
Attendance: (16-*Mercer Island's Spring Break attributed to lower attendance*)
- **April 12- *The Man Who Wasn't There*:** A cuckolded barber blackmails his wife's lover in order to invest in a con artist's scheme, but things don't proceed as planned...
Attendance: 30

Fall/Winter "Spies, Detectives and Secret Agents" Series

- **Sept. 20- *An Inspector Calls*:** A wealthy English family is interrupted at dinner by a police inspector who announces that a woman known by each of the family members has died, and that any of them might have had something to do with it. A whodunit based upon J.B. Priestley's stage play.
Attendance: 37
- **Oct. 4- *The Spy Who Came in from the Cold*:** The first of three films in our series based upon novels by Jean Le Carré. Richard Burton plays British double agent Alec Leamas who undertakes a dangerous mission in Russia posing as a defector.
Attendance: 65
- **Oct. 18- *The Deadly Affair*:** A British security agent seeks answers after a government employee's apparent suicide begins to look suspicious. Based upon the Jean Le Carré novel *Call for the Dead*.
Attendance: 52
- **Oct. 25- *The Day of the Jackal*:** The terrorist organization OAS, comprised of disgruntled French Foreign Legionnaires, hires an expert assassin in an attempt to kill president Charles de Gaulle. Based upon the novel by Frederick Forsythe.
Attendance: 41
- **Nov. 1- *The Spy Who Loved Me*:** No spy thriller series would be complete without a James Bond film! Agent 007 forms an uneasy but steamy partnership with a Russian agent (Barbara Bach) after a submarine carrying nuclear missiles mysteriously disappears.
Attendance: 31
- **Nov. 15- *OSS 117: Cairo, Nest of Spies***
Hubert Bonnisseur de la Bath is supposedly France's best secret agent, but he happens to be extremely clumsy and culturally clueless. Can he possibly stop a North African spy network, international terrorists, and rogue militants, and maybe even bring peace to the Middle East? In French with subtitles. *Presented in partnership with the Mercer Island Sister City Association.*
Attendance: 65
- **Nov. 22- *Breach*:** Based on the actual case of C.I.A. agent Robert Hanssen, who perpetrated perhaps the most damaging breach of security in United States history, and the aspiring young F.B.I. employee who helped collect evidence against him.
Attendance: 34

- **Dec. 6- *Tinker Tailor Soldier Spy*** After an undercover agent is killed in Hungary during the Cold War, espionage expert George Smiley is asked to investigate the possibility of a Russian mole in the highest echelons of British Intelligence. Based upon the Jean Le Carré novel, first adapted in the 1970's BBC television series starring Alec Guinness.
Attendance: 28
- **Dec. 13- *Argo*** A nail-biter based on the true story of the rescue of American diplomatic employees hiding in Iran during the hostage crisis by agents posing as a film crew making a science fiction feature.
Attendance: 25

Meet the Author Events

- **Feb. 28:** In a joint program with Island Books, the Mercer Island Arts Council hosted Tara Conklin, author of "The House Girl". This first ever novel by Conklin, moves between antebellum Virginia (1852) and modern-day New York (2004) telling a tale of art and history, love and secrets, and explores what it means to repair a wrong, asking whether truth is sometimes more important than justice.
Attendance: 58
- **May 9:** In conjunction with Island Books, the Mercer Island Arts Council hosted Jonathan Evison, author of "The Revised Fundamentals of Caregiving". Evison's novel crafted a story that is as grounded in the stark reality of its characters' struggles as it is filled with the kind of hopeful joy that enables them to make it from one day to the next. A novel of the heart, a novel of unlikely heroes in a grand American landscape, it is, most of all, a profound look into what it takes to truly care for one another. Bursting with energy and filled with moments of absolute beauty, this big-hearted and inspired novel ponders life's terrible surprises as well as the heart's uncanny capacity to mend.
Attendance: 30

Other Literary Events

In honor of National Poetry Month, the Arts Council and Island Books co-sponsored a poetry contest open to all ages in the month of April. Poems were displayed on a new Poetry Pole in Island Books and a special awards ceremony was held to award the winners.

Participants: 38

Shakespeare in the Park

In its 20th year of staging plays at Luther Burbank Park, Wooden O Theatre produced eighteen outdoor performances of "Twelfth Night" and "The Winter's Tale" in July and August.

"The Tempest": Shakespeare's unforgettable tale of revenge yielding to forgiveness. Exiled by his younger brother and marooned on an enchanted island with his daughter, the aging magician Prospero discovers the human heart wields a greater power than all the spells at his command.

Jul. 11, 12, 18, 19, 20 and Aug. 8, 10, 11

"Henry V": A young, untried king must test his mettle in battle against overwhelming odds. His army dispirited and outnumbered, his conscience unsure of his cause or his abilities, the heroic Henry learns that leadership is far more than just leading.

July 13, 14, 21, 25, 26, 27 and Aug. 1, 2, 3, 9

Attendance: 5,387

MOSTLY MUSIC IN THE PARK

The Mostly Music in the Park 2013 program highlighted 6 bands from around the region, and offered concerts only on Thursdays for the first time. Sponsorships included 15 local businesses and service organizations who donated a total of \$8,600. Mailed in donations and donations collected during the concerts totaled \$1,148.65. We appreciate Key Bank's long-time support as our Title Sponsor, 2013 marked their eleventh year. MIVAL presented artwork from several MIVAL artists for consideration to be used in the Mostly Music in the Park brochures and posters. The Arts Council selected a piece by Mercer Island artist Pia Messina.

2013 Performance Schedule:

Thu 7/25:	Portage Bay Big Band	Swing
Thu 8/1:	Dynamite Limbo	Classic Rock
Thu 8/8:	Swamp Soul	Cajun/Zydeco
Thu 8/15:	Nowhere Men	Beatles Tribute
Thu 8/22:	KoKo Jo	Popular Classic & Country
Sun 8/25:	Russian Chamber Orchestra (a special Sunday concert was held at Luther Burbank Park)	

GALLERY – INDOOR AND OUTDOOR

Indoor Gallery

Seven gallery exhibitions were held at the Mercer Island Community Center Art Gallery in 2013. A total of 112 pieces sold and the Art Council's revenue from the sales totaled \$3,559.25.

The 2013 Gallery Exhibits were:

- **February 25 – April 12: *Monika Dalkin, Karen Dedrickson, Mimi Williams, Dane Youngren***
Mixed media artist Monika Dalkin; Sumi artist Karen Dedrickson; printmaker Mimi Williams and sculptor Dane Youngren presented a varied body of work.
- **April 15 – May 31: *NW Watercolor Society Exhibition***
Northwest Watercolor Society was founded in Seattle in 1939 to promote an interest and an appreciation for watercolor as an artistic medium. The society has earned a position as one of the ten most prominent regional societies in North America as ranked by "The Artist's Magazine".
- **July 22 – September 6: *Beni Chen O'Donnell, Ed McCarthy, Anna Macrae, Patricia Tambuirini***
Mixed media artist Patricia Tambuirini, painters Beni Chen O'Donnell and Anna Macrae, and sculptor Ed McCarthy presented a varied body of work.
- **July 22 – September 6: *Louise Britton, Sandi Bransford, Greta Nehrenberg, Lisa Snow Lady***
Photographer Gretna Nehrenberg, painters Louise Britton and Lisa Snow Lady, and sculptor Sandi Bransford presented a varied body of work.
- **September 9 – October 25: *Grace Mahoney, Christie O'Neal Hogue, Susan Melrath***
Oil paintings and acrylic paintings from three artists were showcased.
- **October 28 – December 14: *MIVAL (Mercer Island Visual Arts League)***
A multimedia display which showcases artistic gifts for the holidays, all created by MIVAL members.

Outdoor Gallery

No additions or removals took place in the Outdoor Gallery for 2013.

PUBLIC ART

The Public Art Committee had a very busy year that included recruiting for two public art projects, installing two donated sculptures, dealing with vandalism and replacing the beloved dragon at Deane's Children's Park.

- Artists John Sisko and Jim Brown were selected to design artwork using pieces from the 9/11 World Trade Center at the new Fire Station 92. The selected design is called "Gateway of Service" and will include two columns of WTC steel on glass bases and red arches across the walkway to the entrance of the building. The art will go in at the completion of the station expected in the Fall of 2014.
- The Arts Council approved a mural to be painted on the long wall at the tennis courts at Luther Burbank Park. It was decided to send the Call for Artist packet out in January of 2014 for painting to actually begin in the summer of 2014 to ensure better weather.
- The topiary deer, "Gazing", which were installed in 2012 fell victim to multiple vandalism attacks in 2013. After the deer began rapid deteriorating and started dying, they were removed to the nursery in an attempt to revive them. A root analysis was done to determine if the deer had been poisoned. Although poison was not discovered, the analysis did show that a root pathogen was present. Because the disease was highly contagious, the deer had to be destroyed as to prevent this disease from being introduced to other plants on the island. It was decided not to replace the deer.
- A bronze sculpture, "Call of the Wild" was donated to the Mercer Island Art Council's Public Collection by John and Carol Radovich of Mercer Island. The sculpture is by artist Donald Riggs and was cast in 2002 in Burbank, CA. It was installed in Luther Burbank Park near the Administration Building on the playground side in November of 2013.
- "Stanley the Dog", a bronze statue of a dog was anonymously donated to be placed at the Luther Burbank off leash dog park. It was installed by the Parks Maintenance crew in October 2013.
- Artech was hired to create an online database of the City's publically owned art, which includes a maintenance history, photos, acquisition information, and artist information. They also organized and purged existing paper files while creating this Collection Management program.
- The dragon at Deane's Children's Park was determined to be in need of repair or replacement during an annual inspection. The Arts Council commissioned the original artist of the existing dragon, Kenton Pies-now 81 years old, to create a new dragon as a replacement. The new dragon, titled "Kenton's Dragon" was installed in October of 2013. A celebration to welcome the new dragon was held on Saturday, November 16, 2013 drawing a large and enthusiastic crowd. A hunt for "dragon eggs" kicked off the event followed by guest speakers, a community sing-a-long to a customized dragon song by Island resident Nancy Stewart, ribbon cutting, arts and crafts, cake, and of course lots of dragon play.
- The Arts Council applied for two grants with 4 Culture in 2013, but were not awarded either opportunity.
- Art sculptures "Thanks" and "Extraordinary Journey" were found to be damaged with missing pieces and in need of major cleaning. Repair work was completed with services by Artech who were able to manufacture new pieces to replace missing/damaged ones and a find a more secure, permanent way to attach the new pieces.

STATISTICAL SUMMARY**AUDIENCE SERVED:** Mercer Island and neighboring communities**VOLUNTEER HOURS:**

- Arts Council Members: 647.75
- Non-Arts Council Members: 84.00

STAFF SUPPORT:

	<u>Amber Britton</u>	<u>Eileen Trifts</u>
Monthly Meetings & Prep.	19	23
Minute Prep.	0	36
Agenda Prep.	3	12
Personnel (New member notebooks, orientation)	12	5
Budget Prep. & Monitoring	90	0
Misc. Correspondence w/ members	133	115
Program Support	460	65
Art Gallery Coordination	0	110
TOTAL	717	366

BUDGET SUMMARY:**Arts Trust Fund Current Value:** \$ 218,939.19 (as of 12/31/13)*(This is the 1%-For-The-Arts account, which provides for the maintenance, repair, and acquisition of public art on Mercer Island.)***PROGRAM BUDGETS:***Expenses*

<u>Program:</u>	<u>Budgeted:</u>	<u>Actual Expense:</u>	<u>Difference:</u>
Public Art	\$700.00	\$126.10	\$573.90
Gallery - Indoor and Outdoor	\$6,900.00	\$1,309.95	\$5,590.05
Literary	\$2,800.00	\$2,550.00	\$250.00
Performances	\$18,500.00	\$16,458.08	\$2,041.92
Community Arts	\$5,000.00	\$335.53	\$4,664.47
Special Programs (includes salaries)	\$44,251.00	\$43,812.07	\$438.93
TOTALS	\$78,151.00	\$64,591.73	\$13,559.27

Revenues

<u>Program:</u>	<u>Budgeted:</u>	<u>Actual Revenue:</u>	<u>Difference:</u>
General(4 Culture Grant)	\$2,000.00	\$8,000.00	\$6,000
Gallery	\$5,000.00	\$3,572.68	(\$1,427.32)
Performances	\$15,000.00	\$10,763.59	(\$4,236.41)
TOTALS	\$22,000.00	\$22,336.27	(\$336.27)

General Fund Total Expenditures \$64,591.73 *(includes \$43,372.73 in Staff Salaries & Benefits)***Total Revenue** \$22,336.27

Mercer Island Arts Council

photos from throughout the year



"Stan" located at the Luther Burbank Dog Park



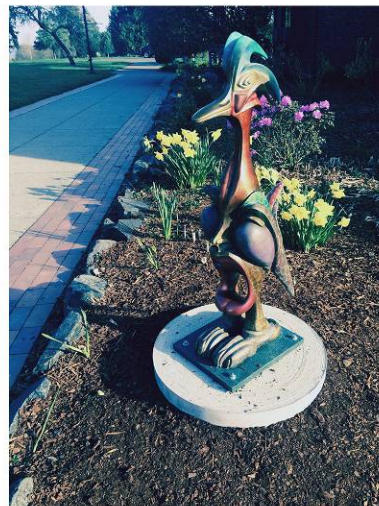
An enthusiastic crowd climbing on "Kenton's Dragon" at the Ribbon Cutting Ceremony



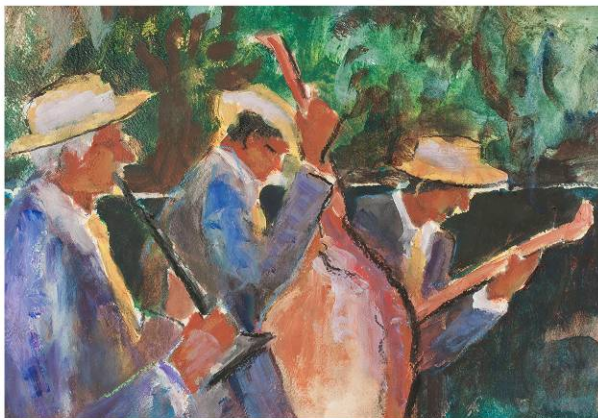
Russian Chamber Music Foundation Quartet performing in the Ampitheatre



After school crowds chatting with the artist Kenton Pies and his assistant.



Donated sculpture, "Call of the Wild"



MIVAL artist Pia Messina's artwork used on the Mostly Music in the Park publications



Crowds gather to hear from artist Kenton Pies at the Grand Opening



Slide fun at the dragon festivities



City Parks Maintenance staff moving the head from the old dragon into place



6 foot dragon cake for the Grand Opening of "Kenton's Dragon"



All that was left of the cake....



Mostly Music in the Park



Meet the Author event at Island Books



Mercer Island Art Council's
2014 Work Plan

1. **Mostly Music in the Park**

Arts Council Volunteers Roles- 150 Hours	Staff Support Roles - 100 Hours
<ul style="list-style-type: none"> • Organize Band Selection Committee • Select performers and negotiate fees for 5 performances • Schedule volunteers to work at concerts • Cultivate and develop sponsors with staff • Assist with development of publicity and promotion, including MI Reporter, Patch and other appropriate outlets • Distribute posters and flyers in the community as available • Work MMIP events and/or recruit other Arts Council members to work MMIP events • Emcee concerts, thank sponsors at each concert • Send out thank-you letters to bands. • Touch base with bands prior to performance. • Identify new vendors for sales and donations at MMIP events. • Take photos of concerts for Annual Report/Recreation Guide 	<ul style="list-style-type: none"> • Prepare band contracts and payments • Coordinate sound and payment • Assist with and provide input for publicity and promotions • Work at concerts and assist with set up and take down, and supervise the event • Correspondence with bands • Purchase and inventory drinks and snacks for sale at events • Make Concert Signs and banners • Put out sign boards for events • Coordinate Cash fund with Finance • Coordinate with Park Maintenance • Schedule staff to work events • Update sponsor forms/letters and mail out to businesses • Maintain income and fundraising tracking • Develop and maintain data base recording all sponsors • Send thank you letters to sponsors • Maintain sponsor correspondence • Coordinate with MIVAL for artwork on posters • Design, print & distribute Utility Bill Insert • Thank you ad for sponsors in MI Reporter • Take photos of concerts for Annual Report/Recreation Guide

2. Literary

Literary Programs

Arts Council Volunteers Roles -200 Hours	Staff Support -30 Hours
<ul style="list-style-type: none"> • Arrange films, lectures, and author events • Make contact with authors/speakers and negotiate date, time, venue, special arrangements, and payment amount • Continue partnership with Island Books on Meet the Author Events and the Poetry Pole • Coordinate with Aljoya to plan events and determine programs to co-sponsor • Work with Aljoya and city staff to develop flyers for programs • Facilitate programs/events • Take photos of events and submit to Staff for Annual Report/Recreation Guide 	<ul style="list-style-type: none"> • Work with Chair to develop flyers for publicity • Prepare and process contracts and payments • Consult and assist on printed materials and promotion of events • Take photos of events and submit to Staff for Annual Report/Recreation Guide

Shakespeare

Arts Council Volunteers Roles- 30 Hours	Staff Support - 20 Hours
<ul style="list-style-type: none"> • Maintain Relationship with Wooden O Theater • Develop & schedule activities • Coordinate with staff on activities • Assist with publicity • Attend performances and make announcements 	<ul style="list-style-type: none"> • Maintain relationship with Wooden O Theatre • Coordinate with Park Maintenance • Schedule & monitor rehearsal/performance space • Assist with publicity • Prepare contracts, reserve facility, process payments as needed • Coordinate getting photos from Wooden O photographer for Annual Report/Recreation Guide

3. Gallery

Outdoor Gallery

Arts Council Volunteers Roles - 60 Hours	Staff Support - 79 Hours
<ul style="list-style-type: none"> • Rotate out older pieces and recruit and select artists to exhibit pieces in the outdoor gallery • Revise and update Outdoor Gallery Brochure as needed • Coordinate new installations with the artist and staff • Brainstorm on ideas to increase sales of the Outdoor Gallery pieces • Implement new publicity/promotion ideas and involve other Arts Council members to help in the process 	<ul style="list-style-type: none"> • Pass along names of artists interested in exhibiting in the Outdoor Gallery to the Gallery Chair and committee • Prepare revised Outdoor Gallery Brochure as needed • Assist with the coordination of new installations • Work with members on ideas to increase sales of the Outdoor Gallery pieces • Assist with implementing new publicity/promotion ideas • Notify Park Maintenance and DSG of any new installations • List new Sculptures with WCIA for insurance

Indoor Gallery

Arts Council Volunteers Roles - 125 Hours	Staff Support - 92 Hours
<ul style="list-style-type: none"> • Solicit applicants for gallery • Coordinate a committee to jury artist submissions • Select gallery dates and select artist based on input from selection committee • Prepares all slides and evaluation sheets for committee jury meeting • Coordinate details of new shows with the artists and staff • Work with Marketing chair on publicity and promotion of openings • Attend openings and assist staff in coordination of opening • Keep Arts Council up to date on sales • Inform public relations person of events to be included in event calendar • Participate in opening reception and assist with awards ceremony when requested • Determine maximum length of shows and frequency of artists for long term planning. • Assist with Gallery hanging as needed. • Coordinate hanging of the show with volunteers • Return credit card receipts to staff immediately after purchase • Return credit card receipts to staff immediately after purchase 	<ul style="list-style-type: none"> • Solicit applicants for gallery • Assist in preparation of materials for committee meetings, as needed • Under the direction of Gallery chair, send out acceptance and rejection letters to artists • Work with chair in coordinating publicity and promotion of shows • Prepare contracts for artist in the shows • Create show labels for each piece which list price and artist information • List shows on the WCIA insurance policy prior to each show and remove them at the end of the show. • Receipt in sales from shows and process payment paperwork to artists • Process receipts and payments for expenses. • Coordinate gallery reception and entertainment upon musician suggestions from committee. Create contract and process for payment. • Buy and prepare food and beverages for gallery receptions.

4. Special Projects

Arts Council Volunteers Roles - 30 Hours	Staff Support – 25 Hours
<ul style="list-style-type: none"> • Recommend bands from MMIP review that may work for Summer Celebration • Assist in soliciting arts and craft vendors for the street fair • Assist in jury process of the arts and craft vendors • Program crafts for special booth at Summer Celebration and provide supply list to staff to purchase • Arts Council members to staff the booth at Summer Celebration during festival hours 	<ul style="list-style-type: none"> • Recruit volunteers to jury crafters, plan meetings and organize jury packets • Coordinate with MMIP Committee on any band recommendations • Assist with Arts Council Booth prep for flyers, posters etc. • Purchase supplies needed for Summer Celebration booth

5. Public Art

Arts Council Volunteers Roles - 75 Hours	Staff Support - 108 Hours
<ul style="list-style-type: none"> • Identify appropriate projects or sculptures for the Outdoor Gallery • Research proposals, estimate costs, create project proposal packets • Develop appropriate media and launch campaigns for new public art installations • Begin long-term planning such as identify priorities for 1% for the arts projects • Plan for dedication of new art installations, coordinate all aspects with staff • Work with Artech on Collection Management program 	<ul style="list-style-type: none"> • Guide and support MIAC in process of determining what their public art project(s) will be • Assist with dedication of new public art • Coordinate cleaning and maintenance of existing public art • Coordinate installation of new Art Pieces • Plan for dedication of new art installations with MIAC • Add new pieces to Collection Management program • Provide information for stories of public art pieces to STQY for website listing • Assist in coordination of the Fire Station 92 public art project. • Coordinate the Luther Burbank Tennis mural project • Assist in developing proposal for a mosaic project at Luther Burbank Playground

6. Community Relations

4 Culture/King County Performance Network

Arts Council Volunteers Roles- 30 Hours	Staff Support – 10 Hours
<ul style="list-style-type: none"> • Attend King County Performance Network meetings • Review and select from artist performance list as budget allows • Consult on publicity and promotion plan • Consult on facility needed and any special requirements needed • Provide event support as determined by Arts Council • To inform local artists and art agencies about state-wide projects that have “Call for artists” so our local artists know of the opportunity • Host Regional 4Culture meetings when ask, coordinate room requests with staff • Develop plans to further use STQY to advertise public art, events, and programs of the Arts Council • Develop fundraising plan and goals • Attend Fine Arts Advisory Committee meetings as circumstances arise 	<ul style="list-style-type: none"> • Work with chair to develop publicity and promotion plan • Reserve facility and coordinate any special requirements needed • Process contracts and payments • Attend and work events as needed • Write grant application, process paperwork • Provide information for STQY website • Assist with requests regarding fundraising plan and goals

Community Grant Program-

This program is on hold for 2012, no grants will be offered due to budget impacts.

Marketing & Publicity

Arts Council Volunteers Roles- 60 Hours	Staff Support -40 Hours
<ul style="list-style-type: none"> • Research other avenues for publicity, i.e. other web sites, brochures, publications, e-mail lists, etc. • Maintain current publicity – quarterly ad in MI Reporter, MI Weekly articles, and Recreation Guide, and P&R Facebook page • Work with staff to be included on approved social media tools • Get approval on all ads/flyers not created by staff before advertising begins 	<ul style="list-style-type: none"> • Keep city website up to date • Process information for Recreation Guide • Include in advertising already done within the City • Approve all ads/flyers not created by staff before advertising begins

7. Administrative

Budget Monitoring

Arts Council Volunteers Roles- 30 Hours	Staff Support – 60 Hours
<ul style="list-style-type: none"> • Review current budget monthly or as needed with staff • Get all expenses approved by staff prior to spending • Turn in expense receipts and paperwork in a timely manner 	<ul style="list-style-type: none"> • Monitor Budget on monthly basis • Meet with members as needed to discuss budget • Develop monthly reports for Arts Council meetings • Approve expense requests in a timely manner • Process receipts and expenses for payment

Personnel

Arts Council Volunteers Roles- 35 Hours	Staff Support – 60 Hours
<ul style="list-style-type: none"> • Develop publicity and promotions for soliciting new members • Chair to assist with New Member Orientation • Track detailed volunteer hours and submit to staff monthly (including non-Arts Council members such as MMIP screening committee and Gallery Hanging helpers) • Provide year end report to Council and Chair • Assist in Work Plan for year • Recruit volunteers to assist in committee activities 	<ul style="list-style-type: none"> • Monitor compliance of OPMA • Coordinate new vacancies with City Clerk • Review any publicity and promotions for soliciting new members • Hold New Member Orientations as needed • Maintain hours and reports spent in support of Arts Council • Prepare information for annual report • Track volunteer hours • Prepare Work Plan for the year • Create binders for new members • Hold new member orientations for newly appointed MIAC members

Coordination with Design Commission

Arts Council Volunteers Roles- 19 Hours	Staff Support – 6 Hours
<ul style="list-style-type: none"> • Provide input to the Design Commission and developers as needed on art components • Serve as a resource when requested for art projects on the island • Coordinate assistance with artwork for WSDOT Light Rail project as requested 	<ul style="list-style-type: none"> • Provide input for consistency with city policies and procedures • Arrange and attend meetings as necessary • Coordinate a member of Design Commission to serve on review selection committee for all new public art projects that use a Call for Artists • Coordinate assistance with artwork for WSDOT Light Rail project as requested

Monthly Meetings and other Administrative Support

Arts Council Volunteers Roles- 126 Hours	Staff Support – 270 Hours
<ul style="list-style-type: none"> • Prepare agenda topics and submit to staff when requested • Work in subcommittees for monthly updates on programs/activities/proposals • Turn in volunteer hours to staff monthly 	<ul style="list-style-type: none"> • Prepare monthly meeting agenda • Record meeting minutes • Correspondence with members • Reports • Policies & procedures developed • Forms created when needed

HOURS

Total Arts Council <i>Program</i> Hours	Total Staff <i>Program</i> Hours
760	504

Total Arts Council <i>Administrative</i> Hours	Total Staff <i>Administrative</i> Hours
210	396

Total Volunteer Hours	Total Staff Hours
970	900



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

**AB 4937
March 31, 2014
Regular Business**

**FALSE ALARM CODE AMENDMENTS (1ST
READING)**

Proposed Council Action:

Conduct first reading of Ordinance No. 14C-04, amending Chapter 8.10 MICC Alarms Responded to by the Police and Fire Departments.

DEPARTMENT OF	City Attorney (Christina Schuck)
COUNCIL LIAISON	n/a
EXHIBITS	1. Proposed Ordinance No. 14C-04
APPROVED BY CITY MANAGER	

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

SUMMARY

Many homes and commercial buildings on Mercer Island contain alarm systems designed to alert the police and/or fire departments of an emergency. When operated and maintained correctly, alarm systems help discourage crime and assist in quickly summoning emergency response. However, false alarms burden emergency response at significant cost to the City. Over the past three years, the Police Department has responded to an average of 858 false alarms per year. The Fire Department responded to 314 false alarms in 2013 and has responded to 49 already this year. Each false alarm takes valuable time from the dispatch center and from the departments investigating the call. The City pays for dispatch fees based upon the number of calls. Each call costs approximately \$35.00. Thus, dispatch fees alone for the false alarms in 2013 cost the City over \$41,000.

Proper maintenance and operation of alarms systems can reduce the number of false alarms. Currently, Chapter 8.10 of the Mercer Island City Code (MICC) governs the use and registration of alarm systems, but requires updating. The intent of Chapter 8.10 is to incentivize alarm users to register their alarm system, providing the police and/or fire departments with current and accurate information regarding the purpose of the alarm system and contact information for the alarm business and user. Additionally, this Chapter encourages alarm users and businesses to properly maintain alarm systems, thereby reducing or eliminating false alarms.

CHANGES TO CHAPTER 8.10

The existing Code requires registration of alarm systems and provides for penalties for false alarms. However, the Code is in need of update to clarify definitions and set forth an improved false alarm enforcement procedure, updated penalty schedule and appeal process.

Definitions and Terminology

- Ensure terms are well defined in MICC 8.10.020.
- Use terms consistently throughout the chapter.
- Delete obsolete definitions.

Enforcement

- Base penalties for false alarm dispatches upon the number of occurrences within a calendar year (as opposed to six months).
- Issue a warning letter to registered alarm users for the first false alarm dispatch.
- Assess a \$50.00 fine for unregistered alarm users for the first false alarm dispatch and require registration.
- Assess a \$50.00 fine for each subsequent false alarm dispatch in a calendar year.
- Issue a notice of possible suspension of alarm responses when seven false alarm dispatches occur within a calendar year.

The penalty schedule encourages registration of the alarm systems, recovers costs for false alarm dispatches and promotes the proper use and maintenance of alarm systems. Registered alarm systems alert the police and/or fire departments to the type of alarm system, the alarm business monitoring the system and provide current contact information for the alarm users.

Appeal

- Update the appeal procedure as follows:
 - Alarm users may appeal the assessment of the fine by filing a written request for consideration with the alarm administrator (who is designated by the police and/or fire chief) within ten (10) days of the assessment of the fine.
 - The alarm administrator will base his/her decision on the explanation of the alarm dispatch request and steps taken to reduce the likelihood of future false alarm dispatches.
 - Alarm users may appeal the alarm administrator's decision by filing a notice of appeal with the city clerk within fourteen (14) days of the decision.
 - Appeals will be heard by the hearing examiner. The hearing examiner's decision is final as to administrative remedies with the city.
- Delete references to the false alarm user awareness class that is no longer offered to reflect current practice.

Many of the 1100 false alarms that occur each year in the City can be avoided. Effective, clear and up-to-date regulations are essential to encourage alarm users and alarm businesses to properly maintain alarm systems.

RECOMMENDATION

Assistant City Attorney

MOVE TO: Set Ordinance No. 14C-04 for second reading at the City Council's April 21, 2014 meeting.

or

MOVE TO: 1. Suspend the City Council Rules of Procedure 5.2 requiring a second reading for an ordinance.
2. Adopt Ordinance No. 14C-05 amending MICC 8.10, Alarms Responded to by the Police and Fire Departments.

**CITY OF MERCER ISLAND
ORDINANCE NO. 14C-04**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND AMENDING
CHAPTER 8.10 OF THE MERCER ISLAND CITY CODE REGARDING
ALARMS RESPONDED TO BY THE POLICE AND FIRE
DEPARTMENTS**

WHEREAS, the City of Mercer Island Municipal Code (MICC) contains Title 8, Health and Safety and Chapter 8.10, Alarms Responded to by the Police and Fire Departments, adopted as Ordinance No. 99C-02 and amended by Ordinance No. 06C-06; and

WHEREAS, false alarm dispatches to the police and/or fire department burden emergency response teams; and

WHEREAS, alarm system registration and a clear enforcement process encourages alarm users to properly use and maintain alarm systems, reducing the number of false alarm dispatches; and

WHEREAS, the provisions of Chapter 8.10 contain definitions that are unclear and terms that are used inconsistently throughout the chapter; and

WHEREAS, MICC 8.10.020 and MICC 8.10.080 contain references to the now obsolete alarm hearing examiner and false alarm user awareness class; and

WHEREAS, proposed Ordinance No. 14C-04 updates and amends Chapter 8.10 of the Mercer Island City Code by clarifying and updating definitions and ensuring language is consistently used throughout the chapter; and

WHEREAS, proposed Ordinance No. 14C-04 amends the enforcement section to establish a new fine schedule for false alarm dispatches and new appeal process.

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

Section 1. **Amend MICC Chapter 8.10, Alarms Responded to by the Police and Fire Departments.** MICC Chapter 8.10, Alarms Responded to by the Police and Fire Departments is hereby amended as follows:

**Chapter 8.10
ALARMS RESPONDED TO BY THE POLICE AND FIRE DEPARTMENTS**

Sections:

8.10.010 Purpose.

8.10.020 Definitions.

8.10.030 Alarm registration form ~~Emergency response card~~ required.

8.10.040 ~~Proper a~~Alarm systems operation and maintenance.

- 8.10.050 Monitoring procedures.
- 8.10.060 Alarm system operating instructions.
- 8.10.070 Alarm dispatch request records.
- 8.10.080 ~~False alarm user awareness class~~Enforcement.
- ~~8.10.090~~ ~~Fines and penalties.~~
- ~~8.10.100~~ 8.10.090 ~~Appeal from fines and penalties~~procedure.
- ~~8.10.110~~ 8.10.100 Exceptions.

8.10.010 Purpose.

A. The purpose of this chapter is to encourage alarm users and alarm businesses to maintain the operational reliability, ~~and to properly use alarm systems,~~ and to reduce or eliminate police and/or fire false alarm dispatches requests.

B. This chapter governs systems intended to summon emergency response, establishes alarm registration and false alarm dispatch fines fees, ~~provides for penalties for violations and~~ establishes a system of administration.

8.10.020 Definitions.

A. “Alarm administrator” means a person designated by the police chief and/or fire chief to review ~~emergency alarm response cards forms, alarm dispatch requests,~~ respond to inquiries, and maintain alarm registration and false alarm dispatch databases~~schedule and conduct alarm fine appeal hearings.~~

B. “Alarm business” means the business, by an individual, partnership, corporation or other entity of selling, leasing, maintaining, servicing, repairing, altering, replacing, moving, installing or monitoring an alarm system.

C. “Alarm dispatch request” means a notification to the police and/or fire department dispatch center by the alarm business that an alarm, either manual or automatic, has been activated at a particular alarm site.

~~D. “Alarm hearing examiner” shall be appointed by the chief to rule on alarm fine appeals.~~

~~D.~~ “Alarm site” means a single premises or location served by an alarm system or systems. Each tenancy, if served by a separate alarm system in a multitenant building or complex, shall be considered a separate alarm site.

~~E.~~ “Alarm system” means a device or series of devices including, but not limited to, systems interconnected with radio frequency signals, which are designed to discourage crime, report fires or water flow from fire sprinklers by emitting or transmitting a remote or local audible, visual or electronic signal indicating an alarm condition. “Alarm system” does not include:

1. An alarm installed on a vehicle unless the vehicle is permanently located at a site; or
2. An alarm designed to alert only the inhabitants of a premises that does not have a sounding device that can be heard on the exterior of the alarm site.

~~GF.~~ “Alarm user” means any person, firm, partnership, corporation or other entity ~~using~~ operating an alarm system at its alarm site.

~~H.~~ “Chief” means ~~the director of the police and/or fire departments of the city or an authorized representative.~~

~~IG.~~ “Duress alarm” means a silent alarm signal generated by the manual activation of a device intended to signal a crisis situation requiring police and/or fire response.

~~JH.~~ “False alarm dispatch” means an alarm dispatch request to the police and/or fire departments when the responding police officer/firefighter who, after completing a timely investigation of the alarm site, finds no evidence of a criminal or attempted criminal offense or risk from fire, heat, water or smoke. An alarm dispatch request that is canceled by the alarm business or the alarm user prior to the time the responding police officer/firefighter reaches the alarm site shall not be considered a false alarm dispatch.

~~K.~~ “False alarm user awareness class” means a class ~~operated by the Mercer Island police and/or fire departments for the purpose of educating alarm users about the problems created by false alarm dispatches and in the responsible use of their alarm system.~~

~~LJ.~~ “Holdup alarm” means a silent alarm signal generated by the manual activation of a device intended to signal a robbery in progress.

~~M.~~ “Keypad” means a device ~~that allows control of an alarm system by the manual entering of a coded sequence of numbers or letters.~~

~~NJ.~~ “Monitoring” means the process by which an alarm business receives signals from alarm systems and relays an alarm dispatch request to the city police and/or fire department for the purpose of summoning police or fire response to the alarm site.

~~O.~~ “One plus duress alarm” means ~~the manual activation of a silent alarm signal by entering at a keypad a code that adds one to the last digit of the normal arm/disarm code (Normal code—1234, One Plus Duress Code—1235).~~

~~PK.~~ “Person” means an individual, corporation, partnership, association, organization or similar entity.

~~Q.~~ “Six month period” is computed as follows: A response at which no other false alarm has occurred within the preceding six months is referred to as “first response”. A “second response” occurs within six months of the “first response”. A “third response” occurs within six months of the “second response”. A “fourth response” occurs within six months of the “third response” and so on.

~~RL.~~ “Verify” means an attempt, by the alarm business, or its representative, to contact the alarm site by telephonic or other electronic means, whether or not actual contact with a person is

made, before requesting a police and/or fire dispatch, in an attempt to avoid an ~~unnecessary~~ false alarm dispatch request.

8.10.030 ~~Emergency response card~~ Alarm registration form required.

A. No alarm user shall operate, or cause to be operated, an alarm system at its alarm site without an alarm registration form~~emergency response card~~ on file with the alarm administrator. A ~~card~~ alarm registration form is required for each alarm site. Alarm users may obtain an alarm registration form from the city website or by mail, fax, e-mail or in-person request from the police department.

B. Each ~~emergency response card~~ alarm registration form must include, but is not limited to, the following information:

1. The name(s), address, and ~~telephone number(s)~~ telephone number(s) of the alarm user~~person who will be responsible for the proper maintenance and operation of the alarm system.~~

2. The classification of the alarm site as either residential, commercial or apartment.

3. For each alarm system located at the alarm site, the purpose of the alarm system, i.e., burglary, holdup, duress, fire or other.

4. The names, address, and phone number of the alarm business ~~monitoring the alarm system if different from the installing alarm business.~~

5. Whether the alarm site is equipped or non-equipped for duress alarm.

6. Emergency contact(s) of the alarm user, to include name(s) and phone number(s).

~~C. All employees or representatives of the city shall hold information contained in emergency response card in confidence.~~

8.10.040 ~~Proper a~~ Alarm systems operation and maintenance.

A. An alarm user shall:

1. Maintain the premises and the alarm system in a manner that will minimize or eliminate false alarm dispatches; and

2. Make every reasonable effort to respond or cause a representative to respond to the alarm system's location within one hour when notified by the city to deactivate a malfunctioning alarm system, to provide access to the ~~premises~~ alarm site, and/or to provide security for the ~~premises~~ alarm site; and

3. Not manually activate an alarm for any reason other than an occurrence of an event that the alarm system was intended to report; and

4. Make every reasonable effort to insure that the alarm will not be activated due to transient pressure changes, electrical power surges or failures, short flashes of light, normal room temperature changes, wind noises, rattling or vibrating door or windows, vehicular noises, or other causes unrelated to genuine signals. Other causes can include animals, birds, balloons, ~~in~~ proper ~~improper~~ food preparation, construction dust or steam in bath/kitchen areas; and

5. Notify any workers on the alarm site of the existence of an alarm system and/or take precautions so they will not activate the alarm; and

~~6. Notify police department dispatch prior to and after having work done on the alarm system.~~

~~B6. An alarm user shall~~ Make any necessary adjustments ~~the mechanism or cause the mechanism to be adjusted~~ so that an alarm signal audible on the exterior of an alarm site will sound for no longer than 10 minutes after being activated (or 15 minutes for systems operating under Underwriters Laboratories, Inc. Standards 365 or 609).

~~C7. An alarm user shall~~ hHave a properly licensed alarm business inspect ~~his~~ its alarm system after two false alarm dispatches in a six-month period, and shall provide documentation of that inspection to the ~~department~~ alarm administrator.

8.10.050 Monitoring procedures.

An alarm business ~~performing monitoring services~~ shall:

~~A. Not request dispatch for police/fire personnel response during the first week after installation of an alarm system, but rather use that week to train the alarm user on proper use of the alarm system unless extenuating circumstances necessitate immediate requests for response;~~

~~B~~A. Attempt to verify every alarm signal, except a duress or hold-up alarm activation before requesting a police/fire response to an alarm signal;

~~C~~B. Ensure that all alarm users of alarm systems equipped with a duress alarm are given adequate training as to the proper use of the duress alarm.

8.10.060 Alarm system operating instructions.

An alarm user shall maintain a set of written operating instructions for each alarm system at each alarm site.

8.10.070 Alarm dispatch request records.

A. The police officer and/or firefighter responding to an alarm dispatch request shall record such information as necessary on the alarm response form to permit the alarm administrator to maintain records.

B. The responding police officer and/or firefighter shall indicate on the alarm response form ~~dispatch record~~ whether the dispatch was caused by a criminal or attempted criminal offense, or risk from fire, heat, water or smoke, or was a false alarm dispatch.

C. In the case of an assumed false alarm dispatch, the responding police officer and/or firefighter shall leave notice at the alarm site, or notify the alarm user by mail, that the police and/or fire department has responded to a false alarm dispatch. If there is reason to believe that an alarm system is not being used or maintained in a manner that ensures proper operation and suppresses false alarm dispatches, the alarm administrator may require a conference with an alarm user and the alarm business responsible for the repair of the alarm system to review the circumstances of each false alarm dispatch.

8.10.080 False alarm user awareness class.

~~The alarm administrator shall oversee the creation and implementation of a false alarm user awareness class. The one-hour program shall inform alarm users of the problems created by false alarm dispatches and teach alarm users how to operate their alarm systems without generating false alarm dispatches.~~

8.10.090-080 Fines and penalties Enforcement.

A. An alarm user shall be subject to ~~fines, a warnings and penalties or fines~~, depending on the number of false alarm dispatches emitted from an alarm system within a calendar year ~~six-month period~~ based upon the following schedule:

Number of False Alarm Dispatches	Action Taken	Fines
1	On Site Written Notice & Warning Letter #1	0
2	On Site Written Notice & Notice of Fine	\$50
3	On Site Written Notice & Notice of Fine	\$75
4 & up	On Site Written Notice & Notice of Fine	\$100

B. Notice of a warning or fee shall be given to the alarm user based upon the following schedule:

1. First false alarm dispatch: Registered alarm users shall receive a warning letter only. Non-registered alarm users shall be fined \$50.00. Registration shall be required.

2. Second false alarm dispatch: The alarm user shall receive a \$50.00 fine.

3. Third false alarm dispatch: The alarm user shall receive a \$50.00 fine.

4. Fourth false alarm dispatch: The alarm user shall receive a \$50.00 fine.

5. Fifth false alarm dispatch: The alarm user shall receive a \$50.00 fine.

6. Sixth false alarm dispatch: The alarm user shall receive a \$50.00 fine.

7. Seventh false alarm dispatch: The alarm user shall receive a \$50.00 fine along with notice of possible suspension of alarm responses.

C. Exempt residents. Alarm users ages 62 and above, not operating a business at the alarm site, are exempt from fines, but must complete an alarm registration form. An alarm user shall, after the second false alarm dispatch, have the option of attending a false alarm user awareness class in lieu of paying the prescribed fine.

~~C. A fine may be imposed on the first false alarm when such alarm is proven to have been caused by negligence or failure to use due care, i.e., failure to bag the alarm during construction. This section refers specifically to construction sites, including but not limited to new and/or remodel.~~

~~D. Alarm dispatch requests caused by actual criminal offense or with evidence of a criminal attempt, or risk from fire, heat, water or smoke, shall not be counted as a false alarm dispatch.~~

~~E. Any person violating any provision of this chapter is guilty of a misdemeanor except that repeated false alarms are infractions and are subject to civil penalties.~~

~~F. Any false alarms resulting from a failure to take the necessary corrective action to prevent reoccurrence and/or non payment of any false alarm fine assessment may result in the director providing a written notice ordering disconnection of such alarm until such corrective action or payment of fine assessment is made. The department will not respond to any alarm at this site unless it is a human activated panic, medical or holdup alarm.~~

8.10.100-090 Appeal from fines and penalties procedure.

~~A. An alarm user may appeal assessment of a fine or suspension of alarm responses to the alarm administrator by filing a written request for consideration hearing setting forth the reasons for the appeal within 10 ten days after of receipt of notice of a fine or suspension of alarm responses. The filing of a request for an appeal hearing with the alarm hearing examiner stays the assessment of the fine until the alarm hearing examiner makes a final decision.~~

~~B. The alarm administrator shall consider the explanation provided by the alarm user and conduct a formal hearing with the alarm hearing examiner and appellant to consider the evidence by any interested person(s). The alarm hearing examiner shall make his/her decision on the basis of the explanation of the alarm dispatch request and steps taken to reduce the likelihood of future false alarm dispatches of the preponderance of evidence presented at the hearing including, but not limited to, that an alarm dispatch request was caused by a criminal offense. The alarm hearing examiner administrator shall affirm, reverse or modify the assessment of the fine. The decision of the alarm hearing examiner is final as to administrative remedies with the city.~~

C. An alarm user may appeal the alarm administrator's decision by filing a written notice of appeal to the city clerk within fourteen days of the alarm administrator's decision. The city's hearing examiner shall hear the appeal. The decision of the hearing examiner is final as to

~~administrative remedies with the city. The alarm administrator and alarm hearing examiner may waive the formal hearing and imposition of the fine if the alarm user submits written evidence that a false alarm dispatch was caused by a defective part that has been repaired or replaced.~~

8.10.110-100 Exceptions.

This chapter shall not apply to the police chief or fire chief, members of the police and/or fire departments, or other persons duly authorized to activate an alarm when such may be deemed proper.

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. **Ratification.** Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 4. **Effective Date.** This ordinance shall take effect and be in force 30 days after its passage and publication.

PASSED by the City Council of the City of Mercer Island, Washington at its regular meeting on the ____ day of _____ 2014 and signed in authentication of its passage.

CITY OF MERCER ISLAND

Bruce Bassett, Mayor

Approved as to Form:

ATTEST:

Katie H. Knight, City Attorney

Allison Spietz, City Clerk

Date of Publication: _____



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

**AB 4940
March 31, 2014
Regular Business**

**4TH QUARTER 2013 FINANCIAL STATUS
REPORT AND 2013-2014 BUDGET
ADJUSTMENTS**

Proposed Council Action:

Receive report and adopt Ordinance No. 14-05,
amending the 2013-2014 Budget.

DEPARTMENT OF

Finance (Chip Corder)

COUNCIL LIAISON

n/a

EXHIBITS

1. 4th Quarter 2013 Financial Status Report
2. 2013-2014 CIP Project Management Report
3. Memo from Utilities Engineer Rona Lin (Budget Adjustment Request)
4. Ordinance No. 14-05 (Amends 2013-2014 Budget)

APPROVED BY CITY MANAGER

AMOUNT OF EXPENDITURE	\$	393,368
AMOUNT BUDGETED	\$	
APPROPRIATION REQUIRED	\$	393,368

SUMMARY

The 4th Quarter 2013 Financial Status Report is attached as Exhibit 1. In addition, a comprehensive update on the status of each CIP project as of December 31, 2013 is included as Exhibit 2. A memo from Utilities Engineer Rona Lin, requesting a scope increase and a corresponding budget adjustment to the 83rd Ave SE Water System Improvements project, is attached as Exhibit 3. Finally, an ordinance amending the 2013-2014 Budget is attached as Exhibit 4, which constitutes financial housekeeping. Accordingly, the City Manager recommends that the procedural requirement for a second reading be suspended and that the ordinance be adopted on March 31, 2014.

The key takeaway items from the 4th Quarter 2013 Financial Status Report are:

- For the first time since 2008, there was a General Fund revenue surplus (i.e. actual revenues > budgeted revenues) of \$267,000, or 1.1% of budgeted revenues, in 2013.
- Including 2013 expenditure savings, but excluding revenues reserved for specific purposes, the total “available” General Fund surplus in 2013 equals \$637,000, the disposition of which will be determined at the May 19 Council meeting.
- Sales tax revenue was up \$215,000, or 7.7%, in 2013 relative to 2012, with the construction sector and retail/wholesale trade sectors up 12.1% and 9.7% respectively. These two sectors comprise two-thirds of the City’s total sales tax receipts.

- Single-family residential development serves as a leading economic indicator for the City. Comparing to 2013 to 2012, the total number of building permits issued was up 35.9%, and total valuation was up 98.2%.
- General Fund expenditure savings (i.e. budgeted expenditures > actual expenditures + carryovers) amounted to \$414,000, or 1.7% of budgeted expenditures, in 2013.
- Relative to 2012, real estate excise tax (REET) revenue was up \$445,000, or 20.6%, in 2013. Surplus REET (i.e. actual revenues > budgeted revenues) in 2013 amounted to \$363,000, the disposition of which will be determined at the May 19 Council meeting.

RECOMMENDATION

Finance Director

- MOVE TO:
1. Suspend the City Council Rules of Procedure 5.2 requiring a second reading for an ordinance.
 2. Adopt Ordinance No. 14-05, amending the 2013-2014 Budget.

City of Mercer Island
FINANCIAL STATUS REPORT
4th Quarter 2013

FOREWORD

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

This report is comprised of the following five sections:

- General Fund
- Utility Funds
- All Other Funds
- Capital Improvement Program
- Budget Adjustments

It should be noted that, where significant, revenues are recognized when earned, regardless of when cash is received, and expenditures are recognized when a liability has been incurred or when resources have been transferred to another fund. Also, in the case of the General Fund, the beginning fund balance, which corresponds to the appropriated net excess resources from a prior year, is separately identified.

GENERAL FUND

For the first time since 2008, there was a General Fund revenue surplus (i.e. actual revenues were greater than budgeted revenues) of \$267,000, or 1.1 percent of budgeted revenues, in 2013. While very modest, it means that the City did not need to tap its "Rainy Day" reserve last year. In addition, expenditure savings (i.e. budgeted expenditures less actual expenditures, carryovers, and year-end accounting adjustments) amounted to \$414,000, or 1.7 percent of budgeted expenditures, in 2013. Added together, the total General Fund surplus at the end of 2013 equals \$681,000. **Backing out \$44,000 in revenues that are reserved for specific purposes, the total "available" General Fund surplus equals \$637,000, the disposition of which will be determined at the May 19th Council meeting.**

Revenues

Comparing total actual to total budgeted revenues (i.e. excluding Beginning Fund Balance and Transfers from Contingency and Other Funds) through year-end, the General Fund was 101.1 percent of budget in 2013 versus 98.4 percent of budget in 2012. The 1.1 percent, or \$267,000, revenue surplus was primarily due to stronger than projected licenses, permits & zoning fees (see table below). Of the \$267,000, \$28,000 is dedicated to the LEOFF I retiree long-term care reserve and \$16,000 is dedicated to the DSG technology reserve, thereby reducing the "available" revenue surplus to \$223,000.

**GENERAL FUND: Revenues
As of December 31, 2012 and 2013**

Revenue Category	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Property Tax	10,349,560	10,516,441	1.6%	10,367,735	10,575,166	99.8%	99.4%
Sales Tax	2,775,708	2,990,245	7.7%	2,698,000	2,989,000	102.9%	100.0%
Utility Taxes	3,427,634	3,975,954	16.0%	3,684,000	4,070,629	93.0%	97.7%
Licenses, Permits & Zoning Fees	1,915,827	2,596,241	35.5%	1,852,120	2,154,445	103.4%	120.5%
Intergovernmental Revenues	574,926	488,161	-15.1%	522,950	478,050	109.9%	102.1%
EMS Levy & Charges for Service	1,095,953	1,192,659	8.8%	1,064,391	1,206,019	103.0%	98.9%
Recreation Program Fees	1,417,643	1,574,246	11.0%	1,414,281	1,505,773	100.2%	104.5%
Utility Overhead Charges	490,266	480,471	-2.0%	732,683	547,084	66.9%	87.8%
CIP Administration Charges	165,198	171,609	3.9%	176,150	174,100	93.8%	98.6%
Court Fines	353,963	301,873	-14.7%	394,000	371,000	89.8%	81.4%
Investment Interest	7,560	2,095	-72.3%	39,550	2,000	19.1%	104.8%
Misc General Government	252,077	309,713	22.9%	241,800	259,164	104.3%	119.5%
Total Revenues	22,826,315	24,599,708	7.8%	23,187,660	24,332,430	98.4%	101.1%
Beginning Fund Balance	396,448	239,191	-39.7%	396,448	239,191	100.0%	100.0%
Transfer from Contingency Fund	0	275,000	N/A	349,532	275,000	0.0%	100.0%
Transfer from Other Funds	254,877	11,000	-95.7%	104,877	11,000	243.0%	100.0%
Total Resources	23,477,640	25,124,899	7.0%	24,038,517	24,857,621	97.7%	101.1%

Comparing 2013 to 2012, total actual revenues were up \$1.77 million, or 7.8 percent, primarily due to the following:

- \$680,000, or 35.5 percent, increase in licenses, permits & zoning fees
- \$548,000, or 16.0 percent, increase in utility taxes
- \$215,000, or 7.7 percent, increase in sales tax
- \$167,000, or 1.6 percent, increase in property tax
- \$157,000, or 11.0 percent, increase in recreation program fees

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

- **Sales tax was 100.0 percent of budget in 2013 compared to 102.9 percent of budget in 2012.** Please note that instead of tapping the Contingency Fund on September 3, 2013 to fund additional work related to the proposed tolling of I-90 the Council opted to increase the 2013 sales tax budget by \$100,000. Excluding this budget adjustment, sales tax was 103.5 percent of budget in 2013. Relative to 2012, actual revenue was up \$215,000, or 7.7 percent, in 2013. However, there were significant, one-time receipts from non-classified businesses of \$37,000 in 2013 and \$98,000 in 2012. Excluding these extraordinary receipts, actual revenue was up 10.3 percent in 2013. The following two tables compare 2011-2013 sales tax revenue for each business sector, with and without the extraordinary receipts.

2011-2013 Actual Sales Tax Revenue (Including Extraordinary Receipts)

Business Sector	Revenue (Jan-Dec)			% Change		% of Total		
	2011	2012	2013	2012	2013	2011	2012	2013
Construction	1,004,274	1,058,253	1,186,424	5.4%	12.1%	38.8%	38.1%	39.7%
Retail & Wholesale Trade	757,164	778,297	853,523	2.8%	9.7%	29.2%	28.0%	28.5%
Food Services	166,654	181,600	184,608	9.0%	1.7%	6.4%	6.5%	6.2%
Admin & Support Services	143,037	142,321	158,350	-0.5%	11.3%	5.5%	5.1%	5.3%
Telecommunications	129,561	134,876	146,145	4.1%	8.4%	5.0%	4.9%	4.9%
Finance, Insurance & Real Estate	73,116	80,555	86,773	10.2%	7.7%	2.8%	2.9%	2.9%
All Other Sectors	317,233	399,806	374,422	26.0%	-6.3%	12.2%	14.4%	12.5%
Total	2,591,039	2,775,708	2,990,245	7.1%	7.7%	100.0%	100.0%	100.0%

2011-2013 Actual Sales Tax Revenue (Excluding Extraordinary Receipts)

Business Sector	Revenue (Jan-Dec)			% Change		% of Total		
	2011	2012	2013	2012	2013	2011	2012	2013
Construction	1,004,274	1,058,253	1,186,424	5.4%	12.1%	38.8%	39.5%	40.2%
Retail & Wholesale Trade	757,164	778,297	853,523	2.8%	9.7%	29.2%	29.1%	28.9%
Food Services	166,654	181,600	184,608	9.0%	1.7%	6.4%	6.8%	6.3%
Admin & Support Services	143,037	142,321	158,350	-0.5%	11.3%	5.5%	5.3%	5.4%
Telecommunications	129,561	134,876	146,145	4.1%	8.4%	5.0%	5.0%	4.9%
Finance, Insurance & Real Estate	73,116	80,555	86,773	10.2%	7.7%	2.8%	3.0%	2.9%
All Other Sectors	317,233	302,187	337,712	-4.7%	11.8%	12.2%	11.3%	11.4%
Total	2,591,039	2,678,089	2,953,535	3.4%	10.3%	100.0%	100.0%	100.0%

The overall increase of 10.3 percent, excluding extraordinary receipts, can be primarily attributed to the “construction” and “retail & wholesale trade” sectors, which were up 12.1 percent and 9.7 percent respectively. Together, these two sectors comprise two-thirds of the City’s total sales tax receipts.

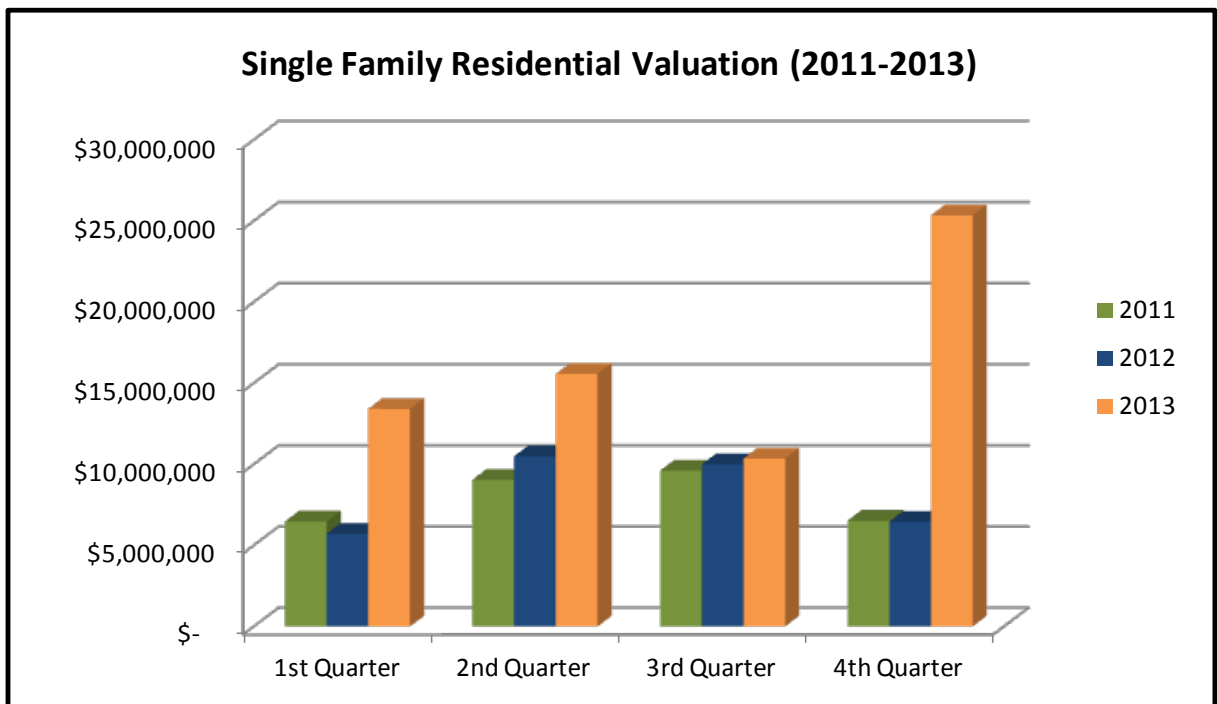
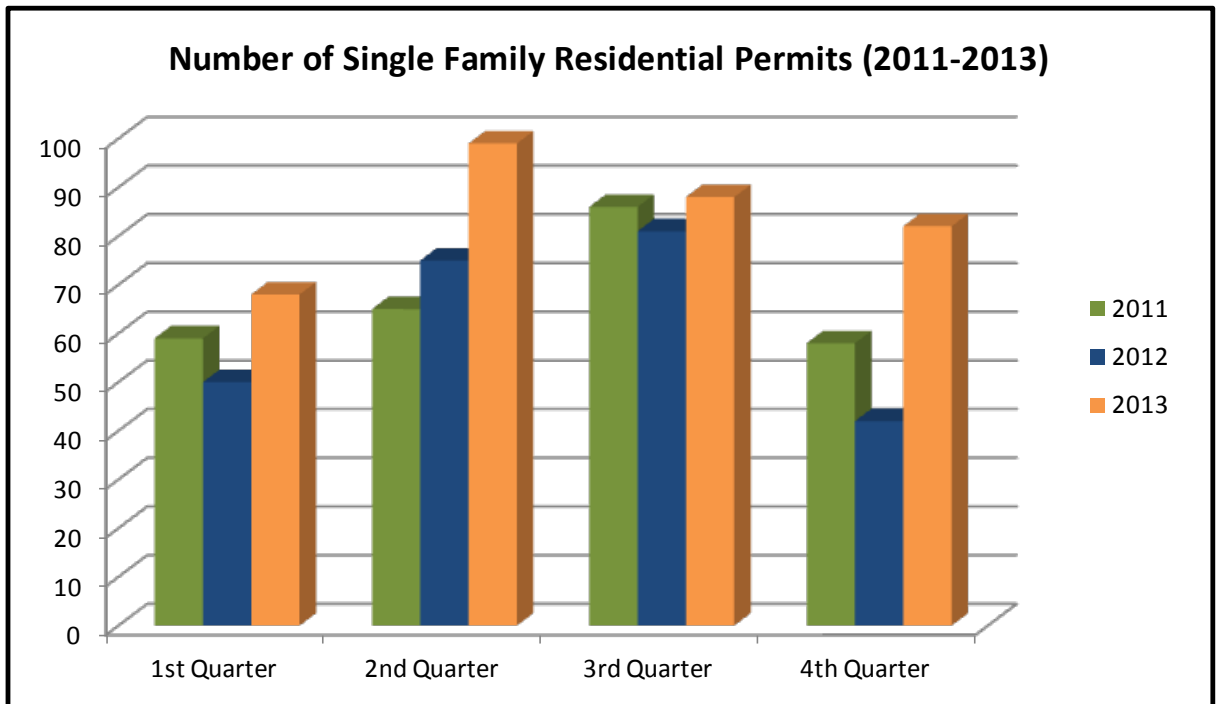
- **Utility taxes were 97.7 percent of budget in 2013 compared to 93.0 percent of budget in 2012.** The table below compares utility tax revenues, which are broken down by type of utility, for 2011-2013.

2011-2013 B&O Tax Revenue

Utility Tax	Revenue (Jan-Dec)			% Change	
	2011	2012	2013	2012	2013
Electricity/Gas	1,744,745	1,658,653	1,734,728	-4.9%	4.6%
Garbage	221,793	243,892	254,174	10.0%	4.2%
Cable TV	605,754	623,853	651,223	3.0%	4.4%
Telephone	135,468	123,878	109,049	-8.6%	-12.0%
Cellular	591,205	585,992	560,314	-0.9%	-4.4%
Long Distance	106,929	108,836	106,485	1.8%	-2.2%
Water, Sewer & Storm Water	71,264	82,530	559,979	15.8%	578.5%
Total	3,477,156	3,427,634	3,975,954	-1.4%	16.0%

Comparing 2013 to 2012, actual revenue was up \$548,000, or 16.0 percent, primarily due to the newly instituted 3.9 percent utility tax on the City’s water, sewer, and storm water utilities. Previously, there was a 1.7 percent utility tax on the City’s water utility only. The 12.0 percent decline in telephone utilities is consistent with the long-term trend of people switching from land line to cellular and/or VoIP (voice over internet protocol) phone plans. The 4.4 percent drop in cellular utilities is directly related to the following: 1) a highly competitive business environment, which has resulted in less expensive monthly phone plans; 2) the availability of prepaid phone plans, which limit phone usage; 3) the popularity of texting over talking, which has reduced the use of voice minutes; and 4) the exclusion of data plans from utility taxes.

- **Licenses, permits, and zoning fees were 120.5 percent of budget in 2013 compared to 103.4 percent of budget in 2012.** In addition, actual revenue was up \$680,000, or 35.5 percent, in 2013 versus the prior year. This revenue category consists of development fees, a cable franchise fee, and business license fees. Across all building permit types (which include single family residential, multi-family residential, commercial, mixed use, and public), the total number of building permits issued was up 27.7 percent, and total valuation was up 24.6 percent in 2013. In terms of single family residential development, which serves as a leading economic indicator for the City, the total number of building permits issued was up 35.9 percent, and total valuation was up 98.2 percent in 2013 (see following 2 graphs, which are broken down by quarter for 2011-2013).



Finally, cable franchise fees were up 4.2 percent in 2013 over the previous year (\$465,000 in 2013 vs. \$446,000 in 2012).

- **Recreation program fees were 104.5 percent of budget in 2013 compared to 100.2 percent of budget in 2012.** Comparing 2013 to 2012, actual revenue was up \$157,000, or 11.0 percent, primarily due to MICEC room rental fees and field use fees,

which were up \$78,000 (or 18.1 percent) and \$106,000 (or 178.9 percent) respectively. The dramatic increase in field use fees was directly related to a one-time accounting adjustment for revenue that should have been recognized in a prior year.

- **Court fines were 81.4 percent of budget in 2013 compared to 89.8 percent of budget in 2012.** Relative to 2012, actual revenue was down \$52,000, or 14.7 percent, in 2013. Court fines are directly tied to case filings, which are collectively down 13.6 percent in 2013 versus 2012. Broken down by city, Mercer Island's case filings, which account for 93 percent of the total, are down 12.9 percent, and Newcastle's case filings are down 21.0 percent.

All other revenues were either within expected norms for the year or too insignificant to highlight.

Expenditures

Comparing total actual to total budgeted expenditures and carryovers through year-end, the General Fund was 98.3 percent of budget in 2013 versus 96.8 percent of budget in 2012. Most of the 1.7 percent in expenditure savings can be attributed to employee benefits, contractual services, and supplies. The following two tables compare budgeted and actual expenditures first by category and then by department as of December 31, 2012 and 2013.

GENERAL FUND: Expenditures by Category As of December 31, 2012 and 2013

Expenditure Category	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Salaries	12,493,683	13,076,841	4.7%	12,664,443	13,043,678	98.7%	100.3%
Benefits	4,328,992	4,477,917	3.4%	4,272,965	4,696,236	101.3%	95.4%
Contractual Services	1,484,288	1,687,401	13.7%	1,682,726	2,010,118	88.2%	83.9%
Supplies	578,979	569,196	-1.7%	664,956	666,873	87.1%	85.4%
Phone, Postage & Advertising	91,748	83,573	-8.9%	125,017	130,259	73.4%	64.2%
Equipment Rental	1,187,896	1,246,082	4.9%	1,220,658	1,265,908	97.3%	98.4%
Insurance	593,563	493,083	-16.9%	809,923	494,895	73.3%	99.6%
Utilities	537,793	507,257	-5.7%	532,448	536,763	101.0%	94.5%
Other Services & Charges	218,099	264,982	21.5%	326,293	298,940	66.8%	88.6%
Jail	82,645	91,631	10.9%	57,695	61,350	143.2%	149.4%
Intergovernmental Services	703,231	879,730	25.1%	774,234	850,064	90.8%	103.5%
Capital	20,877	0	-100.0%	50,300	0	41.5%	N/A
Interfund Transfers:							
To Technology & Equipment Fund	181,000	302,000	66.9%	181,000	302,000	100.0%	100.0%
To YFS Fund	320,000	320,000	0.0%	320,000	320,000	100.0%	100.0%
To Non-Voted Bond Fund	94,936	93,536	-1.5%	94,937	93,537	100.0%	100.0%
To Computer Equipment Fund	30,000	0	-100.0%	30,000	0	100.0%	N/A
To Water Fund	82,530	86,226	4.5%	81,000	87,000	101.9%	99.1%
Total Expenditures	23,030,260	24,179,455	5.0%	23,888,595	24,857,621	96.4%	97.3%
Expenditure Carryovers to 2014	105,562	257,882	144.3%	0	0	N/A	N/A
Total Expenditures & C/O's	23,135,822	24,437,337	5.6%	23,888,595	24,857,621	96.8%	98.3%

**GENERAL FUND: Expenditures by Department
As of December 31, 2012 and 2013**

Department	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
City Attorney's Office	511,059	546,787	7.0%	548,370	487,797	93.2%	112.1%
City Council	38,108	38,772	1.7%	36,265	46,113	105.1%	84.1%
City Manager's Office	767,719	1,186,255	54.5%	810,402	1,291,747	94.7%	91.8%
Development Services	1,999,255	2,190,000	9.5%	2,063,984	2,243,400	96.9%	97.6%
Finance	694,945	686,757	-1.2%	691,671	697,525	100.5%	98.5%
Fire	5,146,449	5,464,429	6.2%	5,229,551	5,562,249	98.4%	98.2%
Human Resources	490,142	515,581	5.2%	483,983	512,315	101.3%	100.6%
Maintenance	1,596,076	1,470,166	-7.9%	1,706,943	1,570,212	93.5%	93.6%
Municipal Court	377,832	354,740	-6.1%	382,093	376,552	98.9%	94.2%
Parks & Recreation	3,892,433	4,098,589	5.3%	4,010,241	4,212,262	97.1%	97.3%
Police	5,268,589	5,459,440	3.6%	5,254,819	5,542,043	100.3%	98.5%
Non-Departmental	2,247,653	2,167,939	-3.5%	2,670,273	2,315,406	84.2%	93.6%
Total Expenditures	23,030,260	24,179,455	5.0%	23,888,595	24,857,621	96.4%	97.3%
Expenditure Carryovers to 2014	105,562	257,882	144.3%	0	0	N/A	N/A
Total Expenditures & C/O's	23,135,822	24,437,337	5.6%	23,888,595	24,857,621	96.8%	98.3%

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

- **Salaries, which comprise about 52.0 percent of the 2013 General Fund budget, were 100.3 percent of budget in 2013 compared to 98.7 percent of budget in 2012.** This slight budget overage is wholly due to vacation and compensatory (i.e. comp) time cash-outs by current and former employees in 2013. As a matter of practice, these cash-outs are not budgeted in the General Fund, because they are typically more than offset by position vacancy savings. Following generally accepted accounting principles (GAAP), these costs are not accrued in the General Fund either, unlike the private sector which accrues such costs when they are earned. Instead, staff determines what the change in the liability is for vacation and comp time at the end of each year and strongly recommends increasing reserved fund balance accordingly when the Council determines the disposition of the prior year's "available" General Fund surplus. In other words, this liability is determined annually and accounted for by reserving a corresponding amount of fund balance, which requires Council approval.
- **Benefits, which make up about 19.0 percent of the 2013 General Fund budget, were 95.4 percent of budget in 2013 compared to 101.3 percent of budget in 2012.** Most of this expenditure savings can be attributed to moving the City's Police LEOFF I retirees, who are 65 or older, to a new AWC Medicare Advantage plan effective February 1, 2013.
- **Contractual services, which make up about 8.0 percent of the 2013 General Fund budget, were 83.9 percent of budget in 2013 compared to 88.2 percent of budget in 2012.** This expenditure category includes software support, development and engineering support, recreation instructors, repairs and maintenance, and other

professional services. Of the \$323,000 in unspent budget in 2013, \$179,000 is being carried over to the 2014 budget to fund the City's opposition to the proposed tolling of I-90, unplanned legal services, contracted development services, facilities maintenance services, and the biennial citizen survey.

- **Supplies, which make up about 3.0 percent of the 2013 General Fund budget, were 85.4 percent of budget in 2013 compared to 87.1 percent of budget in 2012.** Most of the unspent budget in 2013 was concentrated in the Fire, Police, Maintenance, and DSG departments.

In reviewing **expenditures by department**, the following is noteworthy:

- **The City Attorney's Office spent 112.1 percent of its budget in 2013 compared to 93.2 percent of its budget in 2012.** This 2013 budget overage was due to unanticipated outside legal costs related to public records requests, labor issues, and shoreline master program issues. These unexpected legal costs were covered by a professional services contingency in the Non-Departmental budget.

All other expenditures were either within expected norms for the year or too insignificant to highlight.

The 2013 **total expenditure savings** in the General Fund are calculated as follows:

\$24,857,621	2013 budgeted expenditures
- 24,179,455	2013 actual expenditures
- 257,882	2013 expenditure carryovers to 2014
- 6,439	2013 year-end accounting adjustments
<u>\$413,845</u>	2013 total expenditure savings

The **expenditure carryover** of \$257,882 consists of the following:

- **\$104,382** for City's opposition to the proposed tolling of I-90
- **\$80,388** for unanticipated legal costs
- **\$38,112** for facilities maintenance costs
- **\$20,000** for contracted development services costs
- **\$15,000** for biennial citizen survey

Because the adopted biennial budget for 2013-2014 does not change, a budget amending ordinance is not needed to carryover \$257,882 from 2013 to 2014.

Fund Balance

What follows is a preliminary accounting of the General Fund's 2013 year-end balance, which amounts to \$3.97 million. It represents the working capital (i.e. current assets less current liabilities) in the fund and consists of the following restricted and unrestricted amounts.

Component of Fund Balance	Amount
LEOFF I long-term care reserve	1,067,433
Vacation, comp time & flex benefits reserve (due to employees)	1,001,135
Revenue stabilization reserve	300,000
Deferred development fee revenue	295,776
Inventory of supplies	130,063
Deferred recreation fee revenue	67,519
Customer deposits	43,198
DSG technology fee reserve	15,908
Petty cash	3,120
Restricted fund balance	2,924,152
2013 surplus available for distribution	637,300
Expenditure carryovers to 2014 budget	257,882
Appropriated fund balance for 2014 budget	149,742
Total fund balance	3,969,076

The 2013 General Fund surplus available for distribution is \$637,300. Of this amount, \$91,300 needs to be added to the vacation, comp time, and flex benefits reserve to fully fund this liability as of December 31, 2013, leaving \$546,000 to distribute for other purposes.

UTILITY FUNDS

Water Fund

Operating income at the end of 2013 was down only \$5,000, or 0.4 percent, compared to 2012. This is primarily due to the net effect of the following: 1) a 4.3 percent overall water rate increase; and 2) a 13.3 percent increase in maintenance and operations relative to 2012. See the summary of revenues and expenditures in the table below.

**WATER FUND: Revenues and Expenditures
As of December 31, 2012 and 2013**

Category	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Operating Revenues:							
Charges for Services	5,065,817	5,392,353	6.4%	4,865,428	5,250,080	104.1%	102.7%
Water Utility Tax (General Fund Xfr)	82,530	86,226	4.5%	82,271	86,787	100.3%	99.4%
Miscellaneous	43,476	33,130	-23.8%	0	0	N/A	N/A
Total Operating Revenues	5,191,823	5,511,709	6.2%	4,947,699	5,336,867	104.9%	103.3%
Operating Expenditures:							
Water Purchased for Resale	2,010,974	2,077,763	3.3%	2,006,230	2,157,578	100.2%	96.3%
Maintenance & Operations	1,942,540	2,200,264	13.3%	2,069,284	2,254,649	93.9%	97.6%
Total Operating Expenditures	3,953,514	4,278,027	8.2%	4,075,514	4,412,227	97.0%	97.0%
Operating Income (Loss)	1,238,309	1,233,682	-0.4%	872,185	924,640	142.0%	133.4%
Non-Operating Items:							
Sale of Fixed Assets	0	1,900,004	N/A	0	1,691,929	N/A	112.3%
Water Connection Charges	93,094	274,329	194.7%	112,640	60,000	82.6%	457.2%
Interest	4,489	7,039	56.8%	6,432	7,636	69.8%	92.2%
Unbilled Water Settlement (SPU)	0	(316,929)	N/A	0	(316,929)	N/A	100.0%
Debt Service	(137,718)	(1,094,617)	694.8%	(137,856)	(1,097,987)	99.9%	99.7%
Capital Projects	(1,435,469)	(913,667)	-36.4%	(1,815,841)	(1,282,518)	79.1%	71.2%
Total Non-Operating Items	(1,475,604)	(143,841)	-90.3%	(1,834,625)	(937,869)	80.4%	15.3%
Net Increase (Decrease)	(237,295)	1,089,841	N/A	(962,440)	(13,229)	N/A	N/A

Of particular note are the following:

- **Charges for services (i.e. water utility customer charges) were up almost \$327,000, or 6.4 percent, in 2013 compared to 2012.** This is primarily due to a 4.3 percent overall water rate increase and a 3.3 percent increase in water purchases.
- **Maintenance and operations were up almost \$258,000, or 13.3 percent, in 2013 compared to 2012.** Most of this increase can be attributed to the following: 1) costs related to the sale of the First Hill water utility property; 2) a significant increase in the "New Water Services and Upsizes" cost center, which is directly tied to single family residential development on the Island; and 3) an engineering study of slope movement behind the Maintenance Center.

- The **sale of fixed assets amounting to \$1.90 million in 2013** relates to the First Hill water utility property, which was sold in May 2013. As of year-end, \$1.37 million of the property sale proceeds has been used for the following: 1) to pay off a \$975,000 limited term general obligation bond, which was used to finance the construction of an emergency water supply well at Rotary Park; 2) to cover the \$317,000 unbilled water settlement with SPU, which is highlighted below; and 3) to pay \$79,000 in costs related to the sale of the First Hill water utility property.
- **Water connection charges were up about \$181,000, or 194.7 percent, in 2013 compared to 2012.** This is directly related to the high level of development activity on the Island, with there being a 35.9 percent increase in the number of single family residential permits issued in 2013.
- The **unbilled water settlement with SPU in 2013 for almost \$317,000** relates to a malfunctioning SPU master water meter, which significantly under-read the amount of water provided to the City for a two year period (June 2009 - June 2011). SPU fixed its master water meter in July 2011, and an agreement regarding the unbilled amount of water was finalized in May 2013.
- **Debt service costs were up almost \$957,000 in 2013**, because the \$975,000 limited term general obligation bond noted above was paid off on June 1, 2013.
- **Capital projects were 71.2 percent of budget in 2013** primarily due to the following:
 - **Mercerwood Drive Main Replacement** (\$339,981 actual vs. \$442,000 budget): This project was completed in July 2013 and was \$102,000 under budget.
 - **Sandy Cove Water System Improvements** (\$297,911 actual vs. \$388,066 budget): This project was completed in November 2013 and was \$90,000 under budget.
 - **88th Ave & 86th Ave Water System Improvements** (\$47,553 actual vs. \$131,000 budget): This project was out for bid in January 2014, with construction expected to start in March 2014.
 - **Water System Plan** (\$5,261 actual vs. \$70,000 budget): Work commenced on the plan in January 2014.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Fund balance**, excluding fixed assets, as of December 31, 2013 amounts to \$5.31 million, as shown below. Please note that these are preliminary figures.

Component of Fund Balance	Amount
Available fund balance	3,283,907
Operating reserve	1,020,138
Appropriated fund balance for 2014 budget	406,981
Expenditure carryovers to 2014 budget	275,648
Capital reserve	324,549
Total	5,311,223

Sewer Fund

Operating income at the end of 2013 was up almost \$79,000, or 4.9 percent, compared to 2012. This is primarily due to the net effect of the following: 1) a 4.0 percent rate increase in City sewer maintenance services (which is a component of charges for services); 2) a 10.2 percent rate increase in King County sewage treatment charges (which is a component of charges for services); and 3) a 10.5 percent increase in King County sewage treatment costs. See the summary of revenues and expenditures in the table below.

SEWER FUND: Revenues and Expenditures As of December 31, 2012 and 2013

Category	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Operating Revenues:							
Charges for Services	7,006,494	7,544,648	7.7%	7,126,622	7,482,226	98.3%	100.8%
Total Operating Revenues	7,006,494	7,544,648	7.7%	7,126,622	7,482,226	98.3%	100.8%
Operating Expenditures:							
King County Sewage Treatment	3,800,572	4,200,988	10.5%	3,790,200	4,202,471	100.3%	100.0%
Maintenance & Operations	1,607,510	1,666,424	3.7%	1,710,498	1,754,717	94.0%	95.0%
Total Operating Expenditures	5,408,082	5,867,412	8.5%	5,500,698	5,957,188	98.3%	98.5%
Operating Income (Loss)	1,598,412	1,677,236	4.9%	1,625,924	1,525,038	98.3%	110.0%
Non-Operating Items:							
Sewer Connection Charges	221,017	193,920	-12.3%	3,600	5,766	6139.4%	3363.2%
Interest	3,359	2,475	-26.3%	7,841	2,255	42.8%	109.8%
Debt Service	(1,090,273)	(1,108,316)	1.7%	(1,130,583)	(1,108,063)	96.4%	100.0%
Capital Projects	(1,127,361)	(433,579)	-61.5%	(1,499,652)	(1,253,989)	75.2%	34.6%
Total Non-Operating Items	(1,993,258)	(1,345,500)	-32.5%	(2,618,794)	(2,354,031)	76.1%	57.2%
Net Increase (Decrease)	(394,846)	331,736	N/A	(992,870)	(828,993)	N/A	N/A

Of particular note are the following:

- **Charges for services (i.e. sewer utility customer charges) were up about \$538,000, or 7.7 percent, in 2013 compared to 2012.** This is due to the combined impact of the two rate increases noted above for City sewer maintenance services and King County sewage treatment services.
- **Capital projects were 34.6 percent of budget in 2013** primarily due to the following:
 - **Pump Station 14 Modernization** (\$90,427 actual vs. \$680,960 budget): The contractor was selected in December 2013, with construction expected to start in Summer 2014.
 - **Sewer Telemetry Improvements** (\$44,106 actual vs. \$243,000 budget): Work on one station was completed in 2013, with design and construction documents at 90 percent completion for two more stations.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Fund balance**, excluding fixed assets, as of December 31, 2013 amounts to \$1.86 million, as shown below. Please note that these are preliminary figures.

Component of Fund Balance	Amount
Expenditure carryovers to 2014 budget	887,933
Operating reserve	488,736
Available fund balance	303,717
Capital reserve	181,854
Total	1,862,240

Storm Water Fund

Operating income at the end of 2013 was up only \$9,000, or 1.0 percent, compared to 2012. This is primarily due to a 1.2 percent storm water rate increase. See the summary of revenues and expenditures in the table below.

**STORM WATER FUND: Revenues and Expenditures
As of December 31, 2012 and 2013**

Category	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Operating Revenues:							
Charges for Services	1,682,829	1,704,259	1.3%	1,731,705	1,752,485	97.2%	97.2%
Grants	96,030	135,544	41.1%	340,741	135,000	28.2%	100.4%
Total Operating Revenues	1,778,859	1,839,803	3.4%	2,072,446	1,887,485	85.8%	97.5%
Operating Expenditures:							
Maintenance & Operations	915,966	968,000	5.7%	1,082,966	1,149,657	84.6%	84.2%
Total Operating Expenditures	915,966	968,000	5.7%	1,082,966	1,149,657	84.6%	84.2%
Operating Income (Loss)	862,893	871,803	1.0%	989,480	737,828	87.2%	118.2%
Non-Operating Items:							
Fee in Lieu	76,138	221,941	191.5%	35,000	60,000	217.5%	369.9%
Interest	3,051	4,597	50.7%	6,600	4,195	46.2%	109.6%
Capital Projects	(625,847)	(807,827)	29.1%	(1,523,111)	(1,083,699)	41.1%	74.5%
Total Non-Operating Items	(546,658)	(581,289)	6.3%	(1,481,511)	(1,019,504)	36.9%	57.0%
Net Increase (Decrease)	316,235	290,514	N/A	(492,031)	(281,676)	N/A	N/A

In particular, the following are noteworthy:

- **Charges for services (i.e. storm water utility customer charges) were up about \$21,000, or 1.3 percent, in 2013 compared to 2012.** This is due to the 1.2 percent storm water rate increase noted above.
- **Maintenance and operations were only 84.2 percent of budget in 2013.** This is primarily due to the following: 1) the \$136,000 NPDES Phase 2/3 Program budget was overstated by \$53,000 due to an inaccurate budget projection back in 2012 as to when the work would be completed; and 2) the actual interfund charges assessed to the Storm Water Fund by the General Fund for city administration and building costs ended up being \$40,000 less than what was budgeted.
- **Storm water fees in lieu were up almost \$146,000, or 191.5 percent, in 2013 compared to 2012.** This is directly related to the high level of development activity on the Island, with there being a 35.9 percent increase in the number of single family residential permits issued in 2013.
- **Capital projects were 74.5 percent of budget in 2013** primarily due to the following:
 - **Minor Watercourse Improvements** (\$41,160 actual vs. \$144,000 budget): The design for storm basin 52 was completed in Summer 2013. Because staff

did not receive the U.S. Army Corps of Engineers' water quality review in time last year, construction has been delayed until Summer 2014.

- **Sub-Basin 4 Watercourse Stabilization** (\$307,472 actual vs. \$383,885 budget): Channel and bank stabilization work was completed by the end of 2013. The Parks Maintenance staff completed the remaining work during the first quarter of 2014.
- **Water Quality Treatment** (\$434 actual vs. \$75,000 budget): Staff began study for suitable locations for water quality treatment improvements in 2013.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Fund balance**, excluding fixed assets, as of December 31, 2013 amounts to \$3.17 million, as shown below. Of this amount, about \$324,000 is reserved for basin improvements. Please note that these are preliminary figures.

Component of Fund Balance	Amount
Available fund balance	1,761,416
Appropriated fund balance for 2014 budget	652,528
Expenditure carryovers to 2014 budget	340,631
Basin improvement reserve	324,033
Operating reserve	95,805
Total	3,174,413

ALL OTHER FUNDS

Highly summarized revenue and expenditure information is displayed for all other funds in the table below.

ALL OTHER FUNDS: Revenues and Expenditures As of December 31, 2012 and 2013

Fund Name	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Self Insurance Claim							
Revenues	0	0	N/A	10,000	10,000	0.0%	0.0%
Expenditures	0	0	N/A	10,000	10,000	0.0%	0.0%
Youth Services Endowment							
Revenues	360	446	23.9%	3,500	1,000	10.3%	44.6%
Expenditures	0	446	N/A	3,500	1,000	0.0%	44.6%
Street							
Revenues	2,000,854	1,774,231	-11.3%	1,850,902	1,567,000	108.1%	113.2%
Expenditures	2,307,598	1,905,741	-17.4%	2,901,133	2,445,229	79.5%	77.9%
Criminal Justice							
Revenues	524,162	563,218	7.5%	501,750	517,400	104.5%	108.9%
Expenditures	521,805	502,015	-3.8%	565,666	595,228	92.2%	84.3%
Beautification							
Revenues	858,592	880,692	2.6%	801,550	845,675	107.1%	104.1%
Expenditures	852,661	1,120,542	31.4%	916,874	1,210,195	93.0%	92.6%
Contingency							
Revenues	0	19,127	N/A	0	0	N/A	N/A
Expenditures	0	275,000	N/A	415,161	275,000	0.0%	100.0%
Municipal Arts							
Revenues	19,087	15,475	-18.9%	32,000	15,000	59.6%	103.2%
Expenditures	31,400	95,059	202.7%	35,480	106,000	88.5%	89.7%
Youth & Family Services							
Revenues	2,056,907	2,180,407	6.0%	1,907,694	2,301,898	107.8%	94.7%
Expenditures	2,068,774	2,214,265	7.0%	2,088,510	2,363,441	99.1%	93.7%
Bond Redemption (Voted)							
Revenues	0	0	N/A	0	0	N/A	N/A
Expenditures	0	0	N/A	0	0	N/A	N/A
Bond Redemption (Non-Voted)							
Revenues	441,241	925,015	109.6%	441,241	1,098,052	100.0%	84.2%
Expenditures	441,241	924,453	109.5%	441,241	1,098,052	100.0%	84.2%

ALL OTHER FUNDS: Revenues and Expenditures (Cont'd)
As of December 31, 2012 and 2013

Fund Name	Actuals			Budget		% of Budget	
	12/31/12	12/31/13	% Chg	2012	2013	2012	2013
Capital Improvement							
Revenues	1,897,310	4,247,279	123.9%	1,694,579	4,054,924	112.0%	104.7%
Expenditures	2,276,407	3,774,471	65.8%	2,733,146	4,235,676	83.3%	89.1%
Technology & Equipment							
Revenues	183,500	395,343	115.4%	216,000	386,450	85.0%	102.3%
Expenditures	282,266	507,588	79.8%	580,158	678,740	48.7%	74.8%
Fire Station 92 Construction							
Revenues	0	5,124,154	N/A	0	4,803,000	N/A	106.7%
Expenditures	0	823,199	N/A	0	4,803,000	N/A	17.1%
Capital Reserve							
Revenues	0	0	N/A	0	0	N/A	N/A
Expenditures	0	0	N/A	0	0	N/A	N/A
Equipment Rental							
Revenues	1,987,663	1,574,425	-20.8%	1,831,105	1,684,986	108.5%	93.4%
Expenditures	2,038,586	1,426,715	-30.0%	2,281,306	1,958,641	89.4%	72.8%
Computer Equipment							
Revenues	619,511	645,699	4.2%	619,507	641,141	100.0%	100.7%
Expenditures	501,160	743,466	48.3%	521,707	775,468	96.1%	95.9%
Firemen's Pension							
Revenues	52,904	55,836	5.5%	30,000	54,410	176.3%	102.6%
Expenditures	72,597	75,273	3.7%	83,000	82,000	87.5%	91.8%

In reviewing revenues and expenditures through December 31, 2013, the following funds warrant further attention:

- **Street Fund:**
 - **Total revenues were 113.2 percent of budget in 2013** primarily due to the following: 1) real estate excise tax receipts were up almost \$182,000, or 16.2 percent, relative to budget; and 2) motor vehicle fuel tax receipts were up almost \$24,000, or 5.3 percent, relative to budget. Comparing 2013 to 2012, actual revenue was down almost \$227,000, or 11.3 percent, because the City received a \$242,000 grant from the state Transportation Improvement Board in 2012.
 - **Total expenditures were 77.9 percent of budget in 2013** primarily due to the following capital projects:
 - **Residential Street Improvements** (\$646,097 actual vs. \$769,196 budget): Planned work was completed in Summer 2013. Approximately 1.0 mile of streets was overlaid with hot mix asphalt and 0.9 mile of streets was chip sealed. The unspent balance will be carried over to 2014.

- **Island Crest Way Re-surfacing Phase 2** (\$10,533 actual vs. \$100,000 budget): This road preservation work, which is needed to prevent further deterioration of the pavement until it is re-surfaced in 2015, is scheduled for 2014.
- **Arterial Street Preservation Program** (\$402 actual vs. \$80,000 budget): The annual budgets for 2013 (\$80,000) and 2014 (\$80,000) are being combined to focus on the East, West, and North Mercer Ways in Spring/Summer 2014.
- **Safe Routes to School** (\$40,223 actual vs. \$100,000 budget): A new trail along the north line of the Island Park Elementary School property was completed in Fall 2013, and one block of asphalt sidewalk on SE 40th Street near Homestead Park was rebuilt in November 2013. The unspent balance will be carried over to 2014.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Criminal Justice Fund:**

- **Total revenues were up about \$39,000, or 7.5 percent, in 2013 compared to 2012.** This is primarily due to the following: 1) criminal justice sales tax receipts were up about \$31,000, or 6.6 percent, in 2013; and 2) the Mercer Island School District's share of the School Resource Officer increased a little over \$2,000, or 11.9 percent, in 2013.
- **Total expenditures were 84.3 percent of budget in 2013** primarily due to the following: 1) the Hire Ahead position, which was vacant for a portion of 2013, was filled by a new Police Officer in 2013, who was brought in at an entry salary level that was lower than what was budgeted; and 2) Police staff intentionally spent less on training in 2013 to help out the Criminal Justice Fund financially (because revenue growth has not been keeping pace with expenditure growth).

- **Youth & Family Services Fund:**

- **Total revenues were 94.7 percent of budget in 2013** primarily due to Thrift Shop revenues, which fell short of the 2013 sales target (i.e. budget) by about \$128,000, or 9.2 percent. This is the first time in many years that the Thrift Shop has not surpassed its budgeted revenue projection, which is a direct result of the loss of key, long-term volunteers and the inability to recruit work study students last year. However, comparing 2013 to 2012, Thrift Shop revenues were up almost \$51,000, or 4.1 percent.

- **Capital Improvement Fund:**

- **Total revenues were up almost \$2.35 million, or 123.9 percent, in 2013 compared to 2012.** This is primarily due to the following: 1) \$1.85 million in 2013 LTGO bond proceeds (which are treated as revenues) that were used to re-

finance the outstanding 2003 and 2004 LTGO bonds, which were issued to purchase the Mercerview property and to construct a new community center respectively; 2) \$296,000 increase in interfund transfers from various City funds in 2013 to provide funding for specific capital projects; and 3) \$223,000, or 20.6 percent, increase in real estate excise tax receipts in 2013.

- **Total expenditures were 89.1 percent of budget in 2013** primarily due to the following capital projects:
 - **Luther Burbank Administration Building Repairs** (\$8,468 actual vs. \$160,853 budget): The heating and cooling system upgrade for the main floor and basement had to be pushed to 2014.
 - **Vegetation Management** (\$343,623 actual vs. \$424,207 budget): All planned work in 17 parks was completed in 2013. The unspent balance will be carried over to 2014.
 - **Thrift Shop Building Repairs** (\$6,563 actual vs. \$59,000): Most of this budget was put on hold in 2013 while staff explored the feasibility of a major expansion and remodel in 2013. In March 2014, staff decided that such a project was not financially viable when the 2013 original and revised sales targets were not met.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Technology & Equipment Fund:**

- **Total revenues were up almost \$212,000, or 115.4 percent in 2013 compared to 2012** completely due to a corresponding increase in interfund transfers from various City funds in 2013 to provide funding for specific capital projects. In particular, the annual General Fund transfer for technology and equipment CIP projects, which had been temporarily reduced to \$150,000 in 2011-2012, was restored to its historic level of \$250,000 in 2013.
- **Total expenditures were 74.8 percent of budget in 2013** primarily due to the following capital projects:
 - **Police In-Car Video System** (\$550 actual vs. \$77,000 budget): The vendor was selected at the end of 2013, and the new video recording systems are being installed into the new patrol vehicles that were purchased in the first quarter of 2014.
 - **Document Management** (\$111,591 actual vs. \$158,399 budget): A full-time, two year contract position was hired in February 2013 to focus on this project. A detailed review of the paper and digital records management by the Fire, Maintenance, and Parks & Recreation Departments was completed in 2013. In addition, progress was made on linking paper and digital records to the City's information systems. The

Development Services Group is the next department scheduled for a detailed review in 2014.

See the 2013-2014 CIP Project Management Report, which is attached as Exhibit 2, for more detailed project information.

- **Fire Station 92 Construction Fund:**
 - **Total revenues were 106.7 percent of budget in 2013** primarily due to the following: 1) \$161,000 in additional bond proceeds (i.e. over and above what was originally budgeted); and 2) \$154,000 in excess levy lid lift proceeds (i.e. the 2013 property tax revenue from the Fire Station & Fire Rescue Truck levy lid lift was greater than the actual debt service paid on the 2013 LTGO bonds in 2013).

- **Equipment Rental Fund:**
 - **Total revenues were 93.4 percent of budget in 2013**, because only \$220,000 of the \$415,000 budgeted in 2013 LTGO bond proceeds was needed to purchase a Fire Rescue Truck. The \$195,000 difference was transferred to the Fire Station 92 Construction Fund to help bridge a budget deficit that was created when the winning bid came in higher than expected.
 - **Total expenditures were 72.8 percent of budget in 2013** primarily due to the following capital project:
 - **Fire Rescue Truck Purchase** (\$9,747 actual vs. \$415,000 budget): This replacement vehicle, which is being funded by the 2013 LTGO bond issue, was ordered in 2013 and will be delivered in March 2014. As noted above, the total cost is estimated to be \$220,000, or \$195,000 less than what was budgeted.

All other variances were either within expected norms for the year or otherwise too insignificant to highlight.

Fund Balance

What follows is a preliminary accounting of the balance in each of these other funds as of December 31, 2013. The year-end balance for each fund effectively represents the working capital (i.e. current assets less current liabilities) in the fund and consists of restricted and unrestricted amounts.

Fund/Component of Fund Balance	Amount
Self Insurance	
Available fund balance	109,750
Youth Services Endowment	
Endowment principal reserve	285,856
Available fund balance	23,538
Total	309,394
Street	
Available fund balance	1,398,754
Expenditure carryovers to 2014 budget	407,337
Working capital	200,000
Traffic signal reserve (BRE Properties)	35,500
Total	2,041,591
Criminal Justice	
Available fund balance	330,905
U.S. Treasury reserve	110,672
Appropriated fund bal for 2014 budget	81,965
JAG property sale reserve	79,437
Working capital	50,000
ENTF reserve	47,492
Total	700,471
Beautification	
Available fund balance	690,474
Working capital	75,000
Expenditure carryovers to 2014 budget	28,700
Total	794,174
Contingency (1)	
Contingency reserve (2)	2,088,463
Municipal Arts	
Available fund balance	199,939
Expenditure carryovers to 2014 budget	13,000
Appropriated fund bal for 2014 budget	6,000
Total	218,939

Fund/Component of Fund Balance	Amount
Youth & Family Services	
Available fund balance	322,241
Appropriated fund bal for 2014 budget	135,887
Working capital	75,000
Total	533,128
Bond Redemption--Voted	
Available fund balance	18,943
Bond Redemption--Non Voted	
Debt service reserve	5,038
Capital Improvement	
Available fund balance	1,301,180
Turf fields sinking fund	418,080
Expenditure carryovers to 2014 budget	395,681
Working capital	250,000
King County Parks levy reserve	91,630
Appropriated fund bal for 2014 budget	72,722
Total	2,529,293
Technology & Equipment	
Available fund balance	204,565
Expenditure carryovers to 2014 budget	157,758
MICEC equipment sinking fund	94,357
Appropriated fund bal for 2014 budget	62,100
Fire SCBA sinking fund	53,000
Working capital	50,000
Police in-car camera sinking fund	12,000
Fire defibrillator sinking fund	5,857
Total	639,637
Fire Station 92 Construction	
Available fund balance	4,300,955
Capital Reserve	
Available fund balance	169,999

Fund/Component of Fund Balance	Amount
Equipment Rental	
Vehicle replacement reserve	1,283,603
Appropriated fund bal for 2014 budget	414,000
Fire apparatus sinking fund	396,634
Expenditure carryovers to 2014 budget	280,768
800 MHz radio replacement reserve	224,617
Total	2,599,622

Fund/Component of Fund Balance	Amount
Computer Equipment	
Appropriated fund bal for 2014 budget	177,000
Computer replacement reserve	86,175
Expenditure carryovers to 2014 budget	32,001
Total	295,176
Firemen's Pension	
Pension reserve	937,057
Appropriated fund bal for 2014 budget	33,590
Total	970,647

Notes

(1) Contingency Fund legal limit: $(\$8,804,213,428 \text{ AV in Dec 2013} / \$1,000) \times 0.375 = \$3,301,580$

(2) Contingency reserve per City policy: $\$24,340,491 \text{ originally adopted 2013 General Fund budget} \times 10\% = \$2,434,049$

CAPITAL IMPROVEMENT PROGRAM

This section of the Financial Status Report includes a financial overview of the City's capital improvement program (CIP), a detailed look at real estate excise tax receipts, highlights of particularly notable projects, and a CIP Project Management Report (see Exhibit 2), which provides an update on the status of every CIP project.

Financial Overview

Half way through the 2013-2014 biennium, most of the projects planned for 2013 are well underway or have been completed. About \$20.9 million in projects are planned for the biennium, including \$6.7 million for utility improvements; \$4.7 million for the replacement of Fire Station 92; \$3.8 million for park and building improvements; and \$3.1 million for street and pedestrian/bicycle facility improvements. **In aggregate, CIP-related expenditures through December 31, 2013 were 34.4 percent of the adopted biennial budget**, which breaks down as follows:

- **Capital Reinvestment Plan (CRP): 37.7 percent of 2013-2014 budget**
- **Capital Facilities Plan (CFP): 27.1 percent of 2013-2014 budget**

Of the 93 projects that were planned in 2013-2014, 23 are complete, 3 are close to completion (90% or greater), 49 are in process, and 18 will start in 2014. **On average, the 2013-2014 CIP is 43.9 percent complete relative to a 50.0 percent biennial target.**

Real Estate Excise Tax

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

In May 2011, the Governor signed HB 1953, which temporarily allows cities to use up to 35% of REET revenue (not to exceed \$1.0 million for either REET 1 or 2) for operations and maintenance purposes within the same categorical restrictions noted above. This temporary expansion of how REET can be used will sunset on December 31, 2016. Because of the City's many capital needs, the passage of HB 1953 will effectively have no impact on how REET funds are currently used. It simply gives the City more flexibility.

Comparing 2013 to 2012, actual revenue was up about \$445,000, or 20.6 percent, as shown in the table below.

**REET Revenue: Actual vs. Budget
As of December 31, 2012 and 2013**

Actual			Budget		% of Budget	
12/31/12	12/31/13	% Change	2012	2013	2012	2013
2,160,053	2,605,105	20.6%	2,179,000	2,242,000	99.1%	116.2%

The increase in REET in 2013 is directly related to a 16.0 percent increase in the number of sales and to a 16.4 percent increase in average property sales price, which is now \$1.05 million. Property sales statistics are displayed in the following table.

**Home Sale Statistics
As of December 31, 2012 and 2013**

Number of Sales			Average Sales Price		
12/31/12	12/31/13	% Change	12/31/12	12/31/13	% Change
424	492	16.0%	\$898,880	\$1,046,605	16.4%

Please note that the average sales price encompasses all property sales—namely, land, single family residential homes, condominiums, businesses, and below market property sales from one family member to another.

In the table below, REET is broken down according to property sales (i.e. ≤\$5.0 million and >\$5.0 million) for the period 2004-2013. In addition, the average property sales price and the number of sales are identified for those properties that sold for \$5.0 million or less.

**2003-2012 REET Revenue (Dollars in Thousands)
Property Sales ≤\$5.0M and >\$5.0M**

Property Sale Breakdown	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	Avg
Property Sales ≤\$5.0M:											
Average Sales Price	\$799	\$905	\$963	\$1,072	\$1,237	\$854	\$994	\$916	\$899	\$1,046	\$969
% Change in Avg Sales Price	8.7%	13.3%	6.4%	11.4%	15.4%	-30.9%	16.3%	-7.8%	-1.9%	16.4%	
Number of Property Sales	603	579	545	429	260	267	318	367	418	492	428
REET Revenue	\$2,385	\$2,590	\$2,597	\$2,277	\$1,592	\$1,129	\$1,565	\$1,665	\$1,860	\$2,548	\$2,021
Property Sales >\$5.0M:											
Number of Property Sales	5	8	3	14	5	3	3	5	6	2	5
REET Revenue	\$119	\$1,119	\$179	\$653	\$755	\$129	\$642	\$162	\$300	\$57	\$379
Total REET Revenue	\$2,504	\$3,709	\$2,776	\$2,930	\$2,347	\$1,258	\$2,207	\$1,827	\$2,160	\$2,605	\$2,400

During this 10 year period, the average sales price is \$969,000, and the average annual number of sales is 428 for properties that sold for \$5.0 million or less.

Project Highlights

A brief update is provided for the following projects: Mercerwood Drive Chip Sealing, Storm Water Sub-Basin 4 Watercourse Stabilization, Deane's Children's Park Dragon, Defibrillator Replacement, and On-line Utility Bill Payment System.

Mercerwood Drive Chip Sealing

During 2011, staff applied bituminous surface treatment, more commonly called "chip seal" to several residential streets as a pilot project. The completed project was well received by Council and residents. This process, which was done extensively on Mercer Island up until 1988, is significantly less expensive than hot mix asphalt (HMA) overlays.

A second chip seal project was performed in 2013, which included Mercerwood Drive (an arterial) from Gallagher Hill Road to East Mercer Way (a distance of 0.9 miles) and several residential streets in the vicinity of Homestead Field (another 0.9 miles).

In preparation for the chip sealing, numerous small improvements and repairs were made to the roadway drainage systems, asphalt patching was done to smooth the road surfaces, and a missing section of 5-foot wide paved shoulder on Mercerwood Drive between 92nd and 93rd Avenues was added.



Most of the roadways, including Mercerwood Drive, received a 3/8" bottom chip layer and a

1/4" top lift chip layer to create a more durable "double chip seal". A week later, an asphalt fog seal coating was placed over the entire surface. Final pavement markings were placed after the roadways cured. The 2013 chip seal project was completed for a total cost of \$294,000 (\$60,000 less than budgeted).

All homes affected by the chip seal project were notified prior to the work. Resident concerns were less than expected, with most related to parking and access during construction. Since completion, staff has received several compliments about the quality of the project, the professionalism of the contractor's crews, and the speed with which the work was performed.

Storm Water Sub-Basin 4 Watercourse Stabilization

This project tackled three drainage problems (the mainstream, side tributaries, and added pipe extensions) within Gallagher Hill Open Space, which is where Storm Water Sub Basin 4 is located. The slopes and the watercourse receive intermittent flow derived from road runoff during rain events. The watercourse is non-fish bearing.



Over 650 feet of the mainstream was stabilized. Streambed materials were added to stabilize banks and reduce incision on slopes of approximately 220 feet of the upstream channel. In addition, about 425 feet of downstream channel was re-graded and implemented with natural stream materials, such as boulders, gravel, large and small woody debris, and native vegetation to slow sediment transport and stabilize eroded banks. Invasive plants in construction area were removed and replaced with native species.

The banks and bed of 1,400 feet of multiple side tributaries were stabilized, including 180 feet of incised tributary channel, by re-grading the channels, laying back the stream banks, and placing stream rocks in the channel. Park maintenance staff and Mountains to Sound Greenway installed brush mattresses made of stakes, coir fabric, native brush, and twine in approximately 1,200 feet of side channel. Brush mattresses trap sediment to stabilize the channel bed and banks without the use of stream rocks.

Finally, two storm drainage pipes were extended from the top of the steep slopes to the bottom where the pipes meet the watercourse on the east slopes of Gallagher Hill to prevent further erosion and soil movement on the slopes east of 90th Ave. SE. The pipes are high density polyethylene (HDPE) and are each approximately 120 feet long.

Deane's Children's Park Dragon

A new dragon watches over Deane's Children's Park thanks to a replacement project spearheaded by the Mercer Island Arts Council. After staff tracked down the designer of the original dragon, he agreed to come out of retirement to work on this legacy project. Kenton Pies, who is now 81 years old and lives in Montana, fondly remembers his first dragon, which was built here 48 years ago, and was very excited about the new version, named "Kenton's Dragon," which he anticipates will last for a century or longer.

Funding for "Kenton's Dragon" came from the City's 1% for the Arts Fund. The total cost of the project was \$60,000. A final clear coat sealant will be applied this spring when temperatures are warmer, and an interpretive sign with photos will be installed next to the dragon telling the story of the dragon's legacy on Mercer Island. The concrete head from the original dragon was kept and now peeks out at the new dragon from foliage nearby.



After months of skilled design, careful research, and expert labor, the new concrete dragon at Deane's Children's Park was unveiled on Saturday, November 16, 2013 to an enthusiastic crowd of all ages. Participants enjoyed meeting the artist, a "dragon egg hunt", arts and crafts, a sing-along to an original song by Islander musician Nancy Stewart, and concluded the event by sharing a 6 foot dragon cake of many flavors.

Defibrillator Replacement

The Fire Department's inventory of defibrillators had reached the end of their service life and were no longer supported by the manufacturer. A cardiac defibrillator is a device that delivers an electric shock to individuals who are in cardiac arrest. It is a critical tool in the Fire Department's arsenal and is a primary reason why King County enjoys the highest cardiac save rates in the world (57%). Mercer Island Fire Department (MIFD) Emergency Medical Technicians (EMTs) have been administering manual cardiac defibrillation and arrhythmia recognition using defibrillators as a part of basic life support (BLS) services since 1973.







The defibrillators were replaced with 10 Automatic External Defibrillators (AEDs). AEDs offer the latest in technology, which has shown a measurable increase in survivability through better CPR delivery in conjunction with defibrillation. In addition, AEDs are significantly less expensive

than the manually operated and complex defibrillators that had served the department in the past. The cost of a single unit is approximately \$2,500 as compared to \$5,000-\$10,000 per unit for the old style defibrillators. The new AEDs have a service life of seven to ten years.

On-Line Utility Bill Payment System

The City's new on-line utility bill payment and paperless bill presentment system was substantially complete in December 2013. The new system allows customers to view, pay, and receive utility bills online. The 2,100 customers who were using the previous system to pay their utility bill on-line (by credit card) or to receive paperless bills (e-bills) were notified by e-mail that they needed to re-register on the new system. Almost a third of those customers have registered for the new system, with almost 50% of them opting to receive a paperless bill.

 CITY OF MERCER ISLAND 9611 SE 36th St Mercer Island, WA 98040-3732 (206) 236-3557		<table border="1"> <tr> <th>ACCOUNT NUMBER</th> <th>BILLING DATE</th> </tr> <tr> <td>00300189501</td> <td>2/2/2014</td> </tr> <tr> <th>SERVICE PERIOD</th> <th>DUE DATE</th> </tr> <tr> <td>11/01/2013 TO 01/31/2014</td> <td>2/2/2014</td> </tr> </table>	ACCOUNT NUMBER	BILLING DATE	00300189501	2/2/2014	SERVICE PERIOD	DUE DATE	11/01/2013 TO 01/31/2014	2/2/2014																																																				
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email that they needed to re-register on the new system. Almost a third of those customers have registered for the new system, with almost 50% of them opting to receive a paperless bill.

The new system now accepts e-checks and Discover card as well as Visa and MasterCard. (The old system was limited to Visa and MasterCard). The new system also supports multiple browsers including Safari, Chrome, Opera, Firefox and Internet Explorer. (The old system was limited to Internet Explorer). Customers can also use their cell phone or mobile device to access the system and make payments. The new system can be accessed from the City's website: www.mercergov.org.

Customers who were not using the on-line system will continue to receive their bill in the mail. After a two month period of

getting current customers re-registered on the new system, staff will begin advertising the system to all utility customers and encouraging them to go paperless (e-billing).

BUDGET ADJUSTMENTS

In the interest of administrative ease, a budget amending ordinance is prepared and submitted to the Council quarterly, if needed, along with the Financial Status Report. Budget adjustments are divided into three groups: 1) those previously approved by the Council but not formally adopted via a budget amending ordinance; 2) new requests; and 3) carryover requests. The second category typically encompasses financial housekeeping items, minor requests, and unanticipated expenditures that the City had to incur and was unable to absorb within the authorized budget. The third category requires Council approval only when unspent budget is being moved from the prior biennium to the current biennium. No Council action is needed when budget is moved within the biennium and within the same fund.

Budget adjustments previously approved but not formally adopted via a budget amending ordinance by the Council are summarized in the table below.

Fund	Department	Description	Agenda Bill	Budget Year	Amount	Funding Source(s)
General	DSG	Increase in DSG staffing and contracted services, including on-call plan review & inspection services, on-call utility & street inspection services, a contract planner, and a contract permit coordinator	AB 4913, 1/21/14	2014	\$203,000	Development fees
Street	DSG	Contract out SE 40 th Street cumulative impacts analysis, which is needed with the passage of the Feb 2014 Mercer Island School District bond measure	AB 4914, 1/21/14	2014	\$45,000	Unappropriated fund balance

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

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
General	Parks & Recreation	Purchase a Yamaha Clavinova digital piano for Senior Social, youth summer music camps, Parks & Recreation special events, and rental purposes	2014	\$7,118	Private donations
1% for the Arts	Fire	Transfer funding to Fire Station 92 Construction Fund to cover cost of transporting World Trade Center steel sections to Seattle	2014	\$10,000	Unappropriated fund balance
Fire Station 92 Construction	Fire	Pay cost to transport World Trade Center steel sections, which are being incorporated into the approved artwork for the Fire Station 92 Construction project, from New York City to Seattle	2014	\$10,000	Interfund transfer from 1% for the Arts Fund
Storm Water	Maintenance	Retrofit decant facility at Maintenance Shop to eliminate the discharge of decant liquid into the storm water system and Lake Washington	2014	\$83,250	WA State Dept of Ecology grant

There is one more budget adjustment requiring Council approval, which is not listed above and which does not require a separate appropriation: a staff recommended \$65,000 scope increase to the 83rd Ave SE Water System Improvements project in which the water main would be extended 225 linear feet from 83rd Ave SE to SE 41st St to create a looped system. The proposed funding source is 2013 budget savings on the Mercerwood Drive Main Replacement project. A memo from Utilities Engineer Rona Lin, which provides additional information on the \$65,000 requested increase, is attached as Exhibit 3.

A budget amending ordinance is attached as Exhibit 4. Two summary listings of the originally adopted 2013-2014 Budget (expenditures only), broken down by year, and all subsequent adjustments, including those noted above, are presented below.

**2013 Budget Adjustment Summary
Expenditures by Fund**

Fund Type / Fund Name	Original 2013 Budget	2013 Budget Adjustments				Amended 2013 Budget
		4/8/2013 4Q 2012 FSR	5/20/2013 1Q 2013 FSR	9/3/2013 2Q 2013 FSR	11/18/2013 3Q 2013 FSR	
General Purpose Funds:						
General	24,340,491	256,612	5,114	(30,931)	286,335	24,857,621
Self-Insurance	10,000					10,000
Youth Services Endowment	1,000					1,000
Special Revenue Funds:						
Street*	2,240,788	102,083	30,000			2,372,871
Criminal Justice	595,228					595,228
Beautification	1,190,377	9,818		10,000		1,210,195
Contingency	-	150,000			125,000	275,000
1% for the Arts	34,000			72,000		106,000
Youth & Family Services	2,320,707	19,736		22,998		2,363,441
Debt Service Funds:						
Bond Redemption (Voted)	-					-
Bond Redemption (Non-Voted)	1,098,052					1,098,052
Capital Projects Funds:						
Capital Improvement*	2,095,171	128,838		49,138	1,862,529	4,135,676
Technology & Equipment*	467,000	211,740				678,740
Fire Station 92 Construction*	4,803,000					4,803,000
Capital Reserve*	-					-
Enterprise Funds:						
Water Utility*	6,356,666	161,066	316,929		275,000	7,109,661
Sewer Utility*	8,035,232	284,008				8,319,240
Storm Water Utility*	2,121,471	111,885				2,233,356
Internal Service Funds:						
Equipment Rental*	1,796,051	162,590				1,958,641
Computer Equipment*	737,074	8,394				745,468
Trust Funds:						
Firemen's Pension	82,000					82,000
Total	58,324,308	1,606,770	352,043	123,205	2,548,864	62,955,190

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

**2014 Budget Adjustment Summary
Expenditures by Fund**

Fund Type / Fund Name	Original 2014 Budget	2014 Budget Adjustments				Amended 2014 Budget
		9/3/2013 2Q 2013 FSR	11/18/2013 3Q 2013 FSR	3/31/2014 4Q 2013 FSR		
General Purpose Funds:						
General	25,296,343	(61,234)	60,000	210,118		25,505,227
Self-Insurance	10,000					10,000
Youth Services Endowment	1,000					1,000
Special Revenue Funds:						
Street*	1,098,929			45,000		1,143,929
Criminal Justice	614,865					614,865
Beautification	866,485					866,485
Contingency	-					-
1% for the Arts	21,000			10,000		31,000
Youth & Family Services	2,374,737					2,374,737
Debt Service Funds:						
Bond Redemption (Voted)	-					-
Bond Redemption (Non-Voted)	1,087,917					1,087,917
Capital Projects Funds:						
Capital Improvement*	2,219,944		269,615			2,489,559
Technology & Equipment*	437,000					437,000
Fire Station 92 Construction*	-			10,000		10,000
Capital Reserve*	-					-
Enterprise Funds:						
Water Utility*	5,694,004					5,694,004
Sewer Utility*	7,403,444					7,403,444
Storm Water Utility*	2,500,842			83,250		2,584,092
Internal Service Funds:						
Equipment Rental*	1,277,419		47,000			1,324,419
Computer Equipment*	719,636					719,636
Trust Funds:						
Firemen's Pension	88,000					88,000
Total	51,711,565	(61,234)	376,615	358,368	-	52,385,314

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

2013-2014 CIP - PROJECT MANAGEMENT REPORT (Biennium) --- Project Expenditures Reported as of 12/31/2013

PROJECT NUMBER	PROJECT NAME	PROJECT MANAGER	APPROVED BUDGET (2013-2014)	TOTAL EXPENDED (as of Dec 31, 2013)	% EXPEND TO DATE	EST. COMPLTN DATE	% WORK COMPLETE	PROJECT STATUS & COMMENTS
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**CAPITAL REINVESTMENT PLAN
PARKS, RECREATION AND OPEN SPACE**

WP115R	Island Crest Park North Synthetic Field	J. Kintner	\$30,633	\$3,795	12%	2/13	100%	Construction of new synthetic turf infield was completed in February 2013 including MI logos and Islanders turf band behind homeplate.
WP122R	Open Space - Vegetation Management	P. West	\$845,207	\$343,623	41%	12/14	50%	Vegetation management projects contracted in 17 parks, all work for 2013 completed; 5700 native plants installed; Seasonal crew mapped/treated invasive species, maintained plantings; 40 volunteer restoration events held; More vegetation work contracted for 2014.
WP122S	Open Space - Wild Spaces Grant	P. West	\$11,560	\$9,712	84%	12/14	100%	Project completed in November 2013. Contractor felled, bucked and treated all invasive trees from site. Purchased 500 native trees and shrubs. Twenty volunteer projects were held (nine in 2013) for removing blackberry and planting purchased trees/shrubs. Grant is now closed, with all funds received.
WP301R	Island Crest Park North Outfield Improvements	J. Kintner	\$97,000	\$98,007	101%	3/13	100%	Removed organics from the top 4-5" of the north outfield. New athletic field sand and sod was brought in and laser graded to improve the sub-grade, increasing usability and improving drainage.
WP302R	Luther Burbank Playground Replacement	J. Kintner	\$328,000	\$327,437	100%	10/13	100%	Project was completed in October 2013. Project is awaiting State agency close out and release of final retainage payment. Community input from two public meetings and MIPA helped guide the design, including a new zip line, merry-go-round, climbing web, embankment slides, and rubber surfacing.
WP303R	Luther Burbank Shoreline Phase II	J. Kintner	\$350,000	\$72,122	21%	12/14	25%	Design was completed in December 2013. Staff continues to pursue grant opportunities for the construction of this project. If funding is not found, this project will be pushed to 2015.
WP303S								
WP310C	Street End Improvements / Parks 6 Yr Plan	J. Kintner	\$385,000	\$81,772	21%	12/14	25%	Parks 6-Year Comp Plan was approved by the City Council in January 2014. Design for the Calkin's Landing shoreline restoration and stormwater outfall improvements was completed in December 2013. Staff is currently pursuing permitting for anticipated construction in July 2014.
WP310D								
WP720R	Recurring Park Projects	J. Kintner	\$255,000	\$116,182	46%	12/14	50%	Park projects included replacement signage, new entrance sign at Aubrey Davis Park, upgraded security at ICP batting cage and concession stands, new playground surfacing at Deane's and Aubrey Davis Parks, parking lot striping at ICP and SMP, replacement park furnishings, and repair of the wave structure at Clarke Beach.

STREETS, PEDESTRIAN AND BICYCLE FACILITIES

WR101D	Residential Street Improvements	C. Morris	\$1,209,503	\$659,762	55%	10/14	55%	Work in 2013 included HMA overlays on 1.0 mile of streets (mostly in Parkwood) and chip sealing of 0.9 miles of streets (mostly north of Homestead Field). Construction was performed in July, August, and September.
WR101R								
WR110R	Arterial Preservation Program	C. Morris	\$160,000	\$402	0%	10/14	0%	Project scope will primarily include crack sealing and HMA patching on East, West, and North Mercer Ways. Work is planned for spring and summer 2014.
WR110V	Preservation West Mercer Way	C. Morris	\$153,415	\$135,250	88%	10/13	100%	Overlay of West Mercer Way from SE 24th to SE 28th Streets was performed in October 2013. Project was combined with WR101R and WR321R as the 2013 Arterial and Residential Street Overlays.
WR110X	Preservation IMS Curve	C. Morris	\$100,000	\$0	0%	9/14	0%	This work to repave the SE 72nd Street / 84th Avenue curve is planned for design and construction in 2014.
WR111R	Pavement Marking Replacement	B. Sansbury	\$92,000	\$50,379	55%	12/14	50%	The planned work for 2013 has been completed with the installation of 10,357 SF of thermoplastic stop bars, school zones and crosswalks at key intersections and 26,280 LF of 4 inch channelization paint. The remaining planned work is schedule for completion in 2014.
WR120R	Island Crest Way Resurfacing - Phase II	C. Morris	\$150,000	\$10,533	7%	10/14	0%	This work is planned for 2014 and will include project design as well as possible repairs to prevent further deterioration of the pavement until the project's construction in 2015.
WR120S								
WR140C	PBF Reinvestment (carry over fr 2011-12)	C. Morris	\$55,083	\$192	0%	12/14	0%	Construction of a pedestrian walkway on SE 42nd Street between Island Crest Way and 85th Avenue has been rescheduled for summer 2014.
WR140G	Mercer Ways Fog Line	B. Sansbury	\$50,000	\$41,984	84%	12/14	100%	27,855 LF of Methyl Methacrylate (MMA) fog line was installed in 2013 on the Mercer Ways.
WR321R	Town Center Streets North	C. Morris	\$65,360	\$56,159	86%	10/13	100%	Grind and overlay of 80th Avenue between SE 27th and SE 28th Streets was performed in September 2013. Project was combined with WR101R and WR110V.
WR322R	Town Center Crosswalks	A. Tonella-Howe	\$20,000	\$0	0%	12/14	0%	This work is planned for 2014 to develop a circulation plan for the Town Center including treatment options for mid-block crossings.
WR323R	Mercerwood Drive Chip Seal	C. Morris	\$207,722	\$175,175	84%	9/13	100%	Project applied a double chip seal on the 0.9 mile Mercerwood Drive from East Mercer Way to Gallagher Hill Road. Work was performed in July and August 2013.
WR390R	7200 West Mercer Way Slide Repair	C. Morris	\$30,000	\$29,480	98%	4/13	100%	Small landslide along west shoulder of roadway was discovered in January 2013. Geotechnical consultant completed design work in February. Rock buttress repair work was performed in March 2013.

2013-2014 CIP - PROJECT MANAGEMENT REPORT (Biennium) --- Project Expenditures Reported as of 12/31/2013

PROJECT NUMBER	PROJECT NAME	PROJECT MANAGER	APPROVED BUDGET (2013-2014)	TOTAL EXPENDED (as of Dec 31, 2013)	% EXPEND TO DATE	EST. COMPLTN DATE	% WORK COMPLETE	PROJECT STATUS & COMMENTS
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GENERAL GOVERNMENT - BUILDING REINVESTMENT

WG101R	City Hall Building Repairs	M. Olson	\$129,000	\$23,949	19%	12/14	35%	Common areas were painted. Planned HVAC repairs/replacements completed. Additional HVAC work is scheduled for 2014.
WG102R	Maintenance Building Repairs	M. Olson	\$58,000	\$31,914	55%	12/14	50%	Additional building lights were retrofitted with LED lights. Several hazardous trees were removed. The lower yard was organized for efficiencies.
WG104R	Thrift Shop Building Repairs	M. Olson	\$114,000	\$6,563	6%	12/14	5%	Additional retail space was opened up to increase sales. The rest of the planned Thrift Shop repairs were put on hold while studying the possibility of a remodel.
WG105R	Community Center Building Repairs	M. Olson	\$196,000	\$54,864	28%	12/14	45%	Repairs completed include interior painting, HVAC upgrades, outside lighting repairs, gym and dance floor refinishing, parking lot sealing and striping, and front door repairs.
WG105S	Community Center Solar Panels	K. Taylor	\$39,138	\$36,029	92%	7/13	100%	Solar panels ordered, placed and installed. Electrical room prepared. Underground conduit set in place ready for final electrical connections. Ribbon cutting ceremony held on July 23rd.
WG106R	North Fire Station Building Repairs	M. Olson	\$98,000	\$18,693	19%	12/14	30%	Furnishings were replaced which includes mattresses and chairs. Electrical upgrades were made to enhance efficiencies. A handicap door opener was installed.
WG107R	Luther Burbank Admin Building Repairs	M. Olson	\$263,853	\$8,468	3%	12/14	20%	HVAC repairs were completed in preparation of the upgrade of the heating and cooling system for the main floor and basement. (Upstairs HVAC repairs were completed last biennium.)

GENERAL GOVERNMENT - TECHNOLOGY

WG110T	Computer Equipment Replacements	M. Kaser	\$447,000	\$265,914	59%	12/14	55%	2013 computing equipment replacements are complete. 2014 replacements have been reviewed and some categories such as computers and servers have been ordered. Work on network and phone system components will begin in the second quarter.
WG113T	Financial System Enhancement	M. Kaser	\$137,000	\$69,692	51%	03/14	75%	Phase I, upgrading the financial system, is complete and was the primary goal of this project. Professional services were kept to a minimum resulting in lower project cost. Phase II, an upgrade to the reports module, may be delayed until 2015, due to limited Finance staff time (in the budget prep year).
WG314T	Permitting System Upgrades	M. Kaser	\$30,000	\$9,415	31%	12/14	20%	MyBuildingPermit.com (MBP) went live with online plan review in 2013. The City continues to work on enabling Mercer Island permit types requiring plan review through the MBP site. Work scheduled for 2013 has been pushed to 2014 due to the rise in permit activity causing limited DSG staff time.
WG315T	Utility Billing System Upgrade	M. Kaser	\$39,000	\$21,711	56%	10/13	95%	Implementation of a major upgrade to the City's utility billing system and the new online payment website is complete. Conversion of 2,100 users of the old on-line payment system is in process. Marketing to utility customers who are not already paying online or receiving paperless bills will follow in 2014.
WG316T	City Hall Camera System	M. Kaser	\$9,000	\$0	0%	12/14	0%	This project not yet started and is scheduled for 2014
WG317T	Police In-Car Video System	M. Kaser	\$77,000	\$550	1%	12/13	65%	An RFP was released and a vendor selected in late 2013. Backend systems have been implemented. The new video recording systems are being installed into the new patrol vehicles in conjunction with the patrol vehicle replacement schedule.
WG702T	Document Management	M. Kaser	\$237,399	\$111,591	47%	12/14	50%	Fire, Maintenance, and Parks have all conducted a review of paper and digital records management and Development Services is up next. In addition work continues on linking paper and digital records to the City's information systems.
WG711T	Website Redesign	A. Spietz	\$13,528	\$13,528	100%	12/14	100%	Project budget was carried over from 2011-12 biennium for internal and external website projects which are now complete.
WG921T	Server Software Updates	M. Kaser	\$173,000	\$57,510	33%	12/14	45%	SQL Server 2012 Migration work has been rescheduled to the second quarter of 2014 due to compatibility issues with one City system. Office 365 license agreement has been signed and implementation work is set to begin in early March 2014. Windows 8 / Server 2012 testing continues.
WG922T	Mobile Asset Data Collection	M. Kaser	\$60,000	\$45,784	76%	06/14	100%	Street data deliverables have been received and incorporated into the City's pavement management process. A presentation on the outcome of the project, including pavement condition index (PCI) results was made to Council on 2/24/2014.
WG926T	Web Based GIS Information	M. Kaser	\$11,992	\$11,992	100%	12/14	100%	Upgrade of the City's internal WebGIS system was completed in Fall 2013.

2013-2014 CIP - PROJECT MANAGEMENT REPORT (Biennium) --- Project Expenditures Reported as of 12/31/2013

PROJECT NUMBER	PROJECT NAME	PROJECT MANAGER	APPROVED BUDGET (2013-2014)	TOTAL EXPENDED (as of Dec 31, 2013)	% EXPEND TO DATE	EST. COMPLTN DATE	% WORK COMPLETE	PROJECT STATUS & COMMENTS
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GENERAL GOVERNMENT - VEHICLES AND EQUIPMENT

WG130E	Fleet (Vehicle) Replacements	G. Boettcher	\$1,091,590	\$566,572	52%	12/14	50%	Seven of the 10 vehicle and equipment replacements scheduled for 2013 were completed. The remaining three were deferred to 2014.
WG140R	Fuel System Update	M. Kaser	\$10,000	\$9,933	99%	04/13	100%	The City's and School District's fuel site management software has been upgraded to a current version.
WG550R	Fuel Clean Up (2006 carry-over)	G. Boettcher	\$156,000	\$68,470	44%	12/14	NA	Compliance monitoring and reporting continues, with slow but measurable improvement in overall contamination levels at the former Honeywell property.
XG710F	Fire Fleet Update	S. Heitman	\$415,000	\$9,747	2%	3/14	85%	The new Dive Rescue truck is expected to be completed, including all equipment at the end of March 2014 and is estimated to come in under budget by about \$195,000.
WG131E	Firefighting Equipment	S. Heitman	\$62,000	\$26,226	42%	12/14	55%	Purchased new 4" supply hose (replacing old hose that had outlived its useful service life) and last chance rescue filters for all personnel. Planned purchases in 2014 include high lift airbags, first aid/CPR equipment, repairing a thermal imaging camera (TIC), a water vac, and self rescue ropes.
WG331E	Defibrillator Replacement	S. Heitman	\$30,000	\$26,675	89%	12/14	100%	All MIFD defibrillators have been replaced with the newly purchased FR3 model. All MIFD personnel have been trained and certified on these units.
WG141E	MICEC Technology & Equipment Replacement	J. Raasch	\$109,000	\$7,562	7%	12/14	7%	Customer Service printer was replaced & fitness room equipment was partially rebuilt/repared to extend useful life. Security camera repair work was performed. Staff hopes to extend use of equipment to outer limits of their projected useful life, deferring expenditures to future years.

WATER UTILITY

WW101P	Water System Plan	R. Lin	\$130,000	\$5,261	4%	12/14	5%	A pre-planning meeting with Washington State DOH in July 2013 yielded a 'permission' for an "appropriate level of planning" approach for the Plan Updates. Work on the plan began in Jan 2014.
WW102P	Water Model and Fire Flow Analysis	R. Lin	\$25,000	\$1,534	6%	12/14	5%	The next round of water model update will take place in 2014. The model is updated every two years.
WW113R	Sandy Cove Water System Impvt Design	R. Lin	\$388,066	\$297,911	77%	11/13	100%	Replaced approx 660 LF of water main, 11 water services, 2 fire hydrants and the internal components of a PRV station. Construction started in early October and was completed in mid November 2013.
WW114R	ICW/SE 40th to 86th Ave Water Sys Impvt	R. Lin	\$15,000	\$597	4%	12/15	0%	Completed final design. The construction project will be postponed (likely until 2015), since the overlay of Island Crest Way was postponed.
WW117R	Street Related Water CIP Projects	R. Lin	\$200,000	\$275	0%	12/14	0%	No Street-Related Water CIP projects are planned until 2014.
WW120C	Meter Replacement Program	T. Smith	\$90,000	\$23,733	26%	12/14	75%	23 meters larger than 1-1/2 inch were replaced in 2013. Older meters of a smaller size will be the next focus of the meter replacement program.
WW130R	Hydrants Replacements	T. Smith	\$60,000	\$56,509	94%	12/13	100%	Five non repairable or obsolete fire hydrants were replaced in 2013.
WW131R	Water System Components	T. Smith	\$50,000	\$17,506	35%	12/14	35%	One broken water system valve was replaced. Four replacement pressure reducing vault lids were ordered and received. They will replace the existing heavier lids, which had broken springs and a poor design which could cause employee back strain).
WW311R	88th Ave and 86th Ave Water Improvements	R. Lin	\$750,000	\$47,553	6%	9/14	15%	Design started in September, 2013. By the end of December, the 75% design was submitted to the City for review. The project was out for bid in mid- January 2014 with construction estimated to start in March 2014.
WW313R	Mercerwood Drive Main Replacement	R. Lin	\$442,000	\$339,981	77%	7/13	100%	Replaced approx 1160 linear feet of water main, 10 water services, and 2 fire hydrants along Mercerwood Drive. Construction began in early June and was completed in mid July 2013.
WW314R	Water Main 93rd, 89th, and 90th Avenues	R. Lin	\$166,000	\$0	0%	8/15	0%	Design work is planned for the 2nd half of the year in 2014 with construction planned for early spring of 2015.
WW315R	Water Main 83rd Ave and SE 40th	R. Lin	\$230,000	\$0	0%	12/14	0%	Design and construction are planned for 2014.

2013-2014 CIP - PROJECT MANAGEMENT REPORT (Biennium) --- Project Expenditures Reported as of 12/31/2013

PROJECT NUMBER	PROJECT NAME	PROJECT MANAGER	APPROVED BUDGET (2013-2014)	TOTAL EXPENDED (as of Dec 31, 2013)	% EXPEND TO DATE	EST. COMPLTN DATE	% WORK COMPLETE	PROJECT STATUS & COMMENTS
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SEWER UTILITY

WS103P	Sewer 20 year CIP Plan	A. Tonella-Howe	\$50,000	\$256	1%	12/14	0%	Consultant selection will begin in early 2014.
WS160R	Street Related Sewer CIP Projects	T. Smith	\$100,000	\$37,834	38%	12/14	38%	Eighteen undersized sanitary manhole lids were replaced prior to paving work. These lids also tended to be noisy in traffic, which was often reported by citizens.
WS320R	Pump Station I4 Modernization	A. Tonella-Howe	\$680,960	\$90,427	13%	12/13	0%	Final design was completed in Fall 2013. Construction contractor selected to replace the pumping system and controls and the backup generator and controls for pump station #14. Work will begin in 2014.
WS330T	Sewer System Telemetry Improvements	T. Smith	\$243,000	\$44,106	18%	12/13	18%	One communication line and telemetry panel was installed completing one station. Design and construction documents were 90% completed for two of the final three stations. The last station will be completed seperately.
WS901D	Sewer System - Pump Station Repairs	T. Smith	\$109,000	\$21,779	20%	12/14	20%	Fourteen pump stations were retrofitted with "I" Beam Safety lifting brackets. These beams provide for safe worker removal of the pumps during pump blockages.
WS901E	Sewer System - Emergency Repairs	T. Smith	\$78,095	\$28,364	36%	12/14	36%	Two incidents occurred. A buried manhole was found to have potentially blocking mineral deposits. The manhole was raised by building a structurally sound retaining wall. The second was a plugged sewer main requiring contractor pumping assistance.
WS901G	Sewer System - Generator Replacement	T. Smith	\$125,953	\$123,571	98%	12/14	100%	The generator vault at Pump Station 21 was re-constructed in order to house the new generator purchased previously.

STORM WATER UTILITY

WD101C	Neighborhood Drainage Improvements	C. Morris	\$160,000	\$110,638	69%	12/14	70%	Several small drainage improvements were constructed from May through November 2013 to correct seepage/icing problems and to repair damaged pipes found through the Storm Drainage Video Inspection program.
WD104D	Watercourse Condition Assessments	P. Yamashita	\$35,000	\$723	2%	5/14	5%	Began planning process for work. Consultant selection in January 2014 with work to commence in February and complete by end of May. The assessments will be used to prioritize watercourse improvements proposed in the biennial budget process.
WD105R	Watercourse Minor Repairs	F. Gu	\$30,000	\$0	0%	12/14	0%	Scope for repairing and re-vegetating the stream banks of storm basin 29 began in November 2013. Work is planned for Summer 2014.
WD106R	Minor Watercourse Improvements	F. Gu	\$196,000	\$41,160	21%	11/14	25%	Design finished in Summer 2013 for storm basin 52 but did not receive USACE's water quality review in-time for construction. Staff continues to coordinate with the agency on permit comments and requirements. Plan to obtain permit and construct by late Summer 2014.
WD120V	East Seattle Storm Improvements	P. Yamashita	\$260,000	\$53,375	21%	12/14	20%	Small improvements to the East Seattle drainage basin were made on West Mercer Way prior to its repaving (WR110V). Additional work to this neighborhood drainage basin will occur later in 2014 including at Calkin's Landing in conjunction with the shoreline restoration project (WP310).
WD310C WD310D	Sub Basin 4 Watercourse	F. Gu	\$383,885	\$307,472	80%	12/13	95%	Channel and bank stabilization in the storm sub-basin 4 ravine (within the Gallagher Hill Open Space) was completed in 2013. Parks to take on partial planting and hand implemented stream work in January of 2014.
WD311C	Sub Basin 27 Watercourse	F. Gu	\$193,000	\$846	0%	12/14	0%	Began site survey in Decemeber 2013. Design development to begin in January 2014, permitting in winter and spring of 2014 with construction planned for summer of 2014
WD312C	Sub Basin 6 Watercourse - Phase 2	F. Gu	\$523,000	\$12,839	2%	12/14	5%	Began site survey and design development to begin in December 2013, permitting and easements in Winter in Spring of 2014 with construction planned for summer of 2014
WD313C	Sub Basin 42 Watercourse	F. Gu	\$15,000	\$0	0%	12/15	0%	Design to begin in Fall of 2014, permitting in winter 2015, construction in summer of 2015.
WD314C	Sub Basin 29.2 Watercourse	F. Gu	\$10,000	\$0	0%	12/15	0%	Design to begin in Fall of 2014. Construction planned for 2015.
WD320R WD130R	Storm Emergency Repairs	B. Sansbury	\$30,000	\$14,800	49%	12/14	40%	Due to the heavy rain event in September emergency repairs were made on 3 watercourses at 4300 & 4800 Block of Forest Aveune and 4710 E. Mercer.
WD321R	Drainage System Video Inspection	C. Morris	\$90,000	\$53,740	60%	12/14	60%	Inspection work is focused on older portions of the Island's storm drainage pipe system as well as large diameter/primary pipe lines. Areas TV'd in 2013 included Mercerwood, Parkwood, Mercer Ridge (Scalzo), Lucas Hills, and central portion of Town Center. More work will occur in 2014.

CAPITAL REINVESTMENT PLAN TOTAL			\$14,460,942	\$5,448,107	37.7%			
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2013-2014 CIP - PROJECT MANAGEMENT REPORT (Biennium) --- Project Expenditures Reported as of 12/31/2013

PROJECT NUMBER	PROJECT NAME	PROJECT MANAGER	APPROVED BUDGET (2013-2014)	TOTAL EXPENDED (as of Dec 31, 2013)	% EXPEND TO DATE	EST. COMPLTN DATE	% WORK COMPLETE	PROJECT STATUS & COMMENTS
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CAPITAL FACILITIES PLAN

PARKS, RECREATION AND OPEN SPACE

XP710R	Luther Burbank Minor Improvements	J. Kintner	\$254,585	\$173,309	68%	12/14	60%	The north parking lot was striped and seal coated, new exterior LED light fixtures were installed at the playground restroom, invasive and restoration work for the Meadow west hillside was scoped, bid and initiated, and the design and construction of the new concrete walkway and plaza area was completed in October 2013.
XP720R	Regional Trail Connections (KC Prop 2 Levy)	P. West	\$193,000	\$50,506	26%	12/14	25%	Gallagher Hill Trail completed; Shorewood trail signage 80% complete; Upper Luther Ravine Trail WSDOT permitting has delayed construction to 2014 or beyond; SE 47th Trail easement appraisals were initiated; Timberland Trail easement was investigated
XG930B	Island Crest Park Dragon	B. Fletcher	\$60,000	\$59,000	98%	12/14	99%	A new dragon was designed and constructed by artist, Kenton Pies, to replace the much loved 50 year old dragon that has been a center piece of Island Crest Park. A ribbon-cutting and opening ceremony was held in November 2013. A final clear coat in Spring 2014 will close out this project.
XG931A	Luther Burbank Tennis Wall	B. Fletcher	\$12,000	\$0	0%	12/14	5%	A call for artists will close on February 20, 2014. Artist selection schedule by March 26th and project completion by October 1, 2014.

STREETS, PEDESTRIAN AND BICYCLE FACILITIES

XR140C	Ped & Bicycle Plan Implementation	A. Tonella-Howe	\$90,000	\$22,409	25%	12/14	0%	Installed sharrrows and crosswalks on selected streets Island-wide. Retrofitted the existing 2 cross-walks on Island Crest Way replacing the in-pavement lights. Installed bike route signage providing directional signing for bikes between the western hi-rise and the East Channel Bridge.
XR140D	North-South Bike Route	A. Tonella-Howe	\$85,000	\$62,089	73%	8/13	0%	Parks Department staff completed construction of a multi-use trail on the west side of Island Crest Way between Island Park Elementary and SE 63rd Street, and on SE 62nd Street between Island Crest Way and 86th Avenue SE.
XR310R	EMW Shoulders - Phase 8	C. Morris	\$332,000	\$330,654	100%	8/13	100%	Constructed 2300 linear feet of new paved shoulder from 6200 to 6600 blocks of East Mercer Way. Work began in mid-May and was completed in mid-July 2013.
XR320R	Safe Routes to School	C. Morris	\$100,000	\$40,223	40%	10/14	50%	A new trail along the north line of the Island Park Elementary School property was constructed in Fall 2013 by Parks Dept staff. One block of asphalt sidewalk on SE 40th Street near Homestead Field was rebuilt in November 2013. Work for 2014 has not yet been identified.

GENERAL GOVERNMENT

XG150T	Small Technology and Equipment	C. Corder	\$81,821	\$52,291	64%	12/14	50%	Purchases include office furnishings, office equipment, and various technology items.
XG152C/D	Sustainability Projects	R. Freeman / B. Sansbury	\$50,000	\$33,704	67%	12/13	100%	More than 200 decorative streetlights in the Town Center were converted to LED with funding assistance from a PSE grant.
WG135F	South End Emergency Shelter	J. Franklin	\$45,000	\$49,147	109%	6/13	100%	A generator for the south end Emergency Shelter Generator was delivered in Feb 2013. The south end shelter container at Islander Middle School has been reconditioned. Volunteers and eagle scouts have stocked the container.
XG305P	Mercerdale Thrift Shop Plan	G. Boettcher	\$35,000	\$38,740	111%	12/13	100%	Preliminary design was completed, including a review of potential traffic impacts. Council reviewed in Sept. 2013. A drop in Thrift Shop revenue was discussed at that time. Construction project has been put on hold, due to lower than projected Thrift Shop revenue.
XG300R	South Fire Station 92 Replacement	F. Gu	\$4,703,000	\$708,083	15%	12/14	15%	Design completed in October 2013. 14 bids were received on November 7th. After seeking additional appropriation from the Council, the contract was awarded. Abatement was completed in November. General Contractor began mobilization during the last few days of December 2013.

STORM WATER UTILITY

XD310C	Basin 10 & 32b Dissolved Metals	P. Yamashita	\$80,000	\$31,614	40%	12/14	40%	Contract executed in July 2013. Work proceeding with water quality sampling both during dry and wet weather. This phase will be completed by the end of 2014 with subsequent work likely proposed for 2015-2016.
XD311C	Water Quality Treatment	F. Gu	\$150,000	\$434	0%	12/14	5%	Began study for suitable location(s) for water quality treatment improvements.
XD312C	Street Related Drainage Improvements	C. Morris	\$150,000	\$82,999	55%	12/14	60%	Project consisted of storm drainage pipe repairs and minor improvements on the streets scheduled for repaving in 2013. Work was performed in July and August 2013.
XD312D	Decant Facility (75% Grant Funded)	B. Sansbury	\$0	\$3,459	0%	12/14	10%	This is a Grant funded project from the Department of Ecology to improve the water quality of stormwater flows to Lake Washington. The project is in the design phase with 30% review plans completed.

CAPITAL FACILITIES PLAN TOTAL			\$6,421,406	\$1,738,660	27.1%			
GRAND TOTAL (CRP + CFP)			\$20,882,348	\$7,186,767	34.4%			

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Memorandum

Maintenance Department

To: Finance Director Chip Corder

Date: March 18, 2014

From: Utilities Engineer Rona Lin

Re: 83rd Ave SE Water System Improvements Project
Water Main Extension Added Scope of Work

The initial scope of work for the 83rd Ave SE Water System Improvements project, as outlined in the 2013/2014 CIP Plan replaces the existing water main and its water system components on 83rd Ave SE from SE 40th Street to the south end of 83rd Ave SE, a length of approximately 450 linear feet.

In early 2014 during the project pre-design phase the Utilities Operations Manager determined that an added benefit to the water system could be achieved by extending the proposed water main from 83rd Ave SE to SE 41st St and connecting to the existing water main on SE 41st Street, creating a looped system.

The benefits of creating a looped system include:

- 1) Higher water pressure for homes on 83rd Ave SE.
- 2) Better water quality for the surrounding homes.
- 3) More reliable service because the neighborhood is now fed from two directions.

The proposed change in scope extends the existing water main by 225 linear feet at an additional estimated cost to the project of \$65,000. The revised budget for the project is \$295,000 which includes construction, contingency, design (in-house), project management, and inspection.

Staff is asking for additional funding in the amount \$65,000 for this added work. Staff proposes reallocating budget from savings on the Mercerwood Drive Main replacement that was completed in 2013. Staff is currently working on the design plans with the goal to construct the project in early May 2014.

**CITY OF MERCER ISLAND
ORDINANCE NO. 14-05**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON,
INCORPORATING CERTAIN BUDGET REVISIONS TO THE 2013-2014 BIENNIAL
BUDGET, AND AMENDING ORDINANCE NOS. 12-16, 13-04, 13-07, 13-09 AND 13-14.**

WHEREAS, the City Council adopted the 2013-2014 Budget by Ordinance No. 12-16 on December 3, 2012 representing the total for the biennium of estimated resources and expenditures for each of the separate funds of the City, and

WHEREAS, budget adjustments have been approved by the City Council in 2014 in an open public meeting but have not been formally adopted via ordinance, as noted in the following table, and

Fund	Department	Description	Agenda Bill	Budget Year	Amount	Funding Source(s)
General	DSG	Increase in DSG staffing and contracted services, including on-call plan review & inspection services, on-call utility & street inspection services, a contract planner, and a contract permit coordinator	AB 4913, 1/21/14	2014	\$203,000	Development fees
Street	DSG	Contract out SE 40 th Street cumulative impacts analysis, which is needed with the passage of the Feb 2014 Mercer Island School District bond measure	AB 4914, 1/21/14	2014	\$45,000	Unappropriated fund balance

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

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
General	Parks & Recreation	Purchase a Yamaha Clavinova digital piano for Senior Social, youth summer music camps, Parks & Recreation special events, and rental purposes	2014	\$7,118	Private donations
1% for the Arts	Fire	Transfer funding to Fire Station 92 Construction Fund to cover cost of transporting World Trade Center steel sections to Seattle	2014	\$10,000	Unappropriated fund balance

Fund	Department	Description	Budget Year	Amount	Funding Source(s)
Capital Improvement	Parks & Recreation	Conversion of MICEC Annex Art Room to leased daycare space, with all tenant-related improvements being paid for by Little Acorn	2014	\$35,000	Private contributions
Fire Station 92 Construction	Fire	Pay cost to transport World Trade Center steel sections, which are being incorporated into the approved artwork for the Fire Station 92 Construction project, from New York City to Seattle	2014	\$10,000	Interfund transfer from 1% for the Arts Fund
Storm Water	Maintenance	Retrofit decant facility at Maintenance Shop to eliminate the discharge of decant liquid into the storm water system and Lake Washington	2014	\$83,250	WA State Dept of Ecology grant

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

Section 1. Amending the 2013-2014 Budget

The 2013-2014 Budget for the City of Mercer Island, as adopted in Ordinance No. 12-16 and amended by Ordinance Nos. 13-04, 13-07, 13-09 and 13-14, is hereby amended to incorporate increases in resources and expenditures in the following funds for the 2013-2014 biennium:

Fund No.	Fund Name	Resources	Expenditures
001	General Fund	\$210,118	\$210,118
104	Street Fund	45,000	45,000
140	1% for the Arts Fund	10,000	10,000
343	Capital Improvement Fund	35,000	35,000
347	Fire Station 92 Construction Fund	10,000	10,000
432	Storm Water Fund	83,250	83,250

Totals \$393,368 \$393,368

Section 2. Amending Previously Adopted Budget Ordinances

City Ordinance Nos. 12-16, 13-04, 13-07, 13-09 and 13-14, as previously adopted and as hereby amended, are hereby ratified, confirmed, and continued in full force and effect.

Section 3. Effective Date

This Ordinance shall take effect and be in force immediately.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF MERCER ISLAND, WASHINGTON, AT ITS MEETING ON THE 31ST DAY OF MARCH 2014.

CITY OF MERCER ISLAND

Bruce Bassett, Mayor

ATTEST:

Allison Spietz, City Clerk

APPROVED AS TO FORM:

Katie H. Knight, City Attorney

Date of Publication: _____



CITY COUNCIL PLANNING SCHEDULE

All meetings are held in the City Hall Council Chambers unless otherwise noted.
 Special Meetings and Study Sessions begin at 6:00 pm. Regular Meetings begin at 7:00 pm.

MARCH 31

Item Type	Topic/Presenter	Time
<i>Consent Calendar</i>	Resolution Authorizing Investment of City of Mercer Island Monies in the Local Government Investment Pool – F. Lake	--
<i>Consent Calendar</i>	Authorization for Solarize Mercer Island Grant Agreement with WA Dept. of Commerce – R. Freeman	--
<i>Consent Calendar</i>	Arts Council 2013 Annual Report and 2014 Work Plan – A. Britton	--
<i>Regular Business</i>	4th Quarter 2013 Financial Status Report & Budget Adjustments – C. Corder	30
<i>Regular Business</i>	False Alarm Code Amendments (1st Reading) – C. Schuck	30

APRIL 17 – SPECIAL JOINT MEETING - 5:00-7:00 PM

	Joint Meeting with the Mercer Island School District Board (Council Chambers)	
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APRIL 21

Item Type	Topic/Presenter	Time
<i>Study Session</i>	City Fleet Policies and Practices – C. Corder	60
<i>Consent Calendar</i>	<i>(tentative)</i> Schedule Conner Townhomes/Trellis Long Plat for Public Meeting – G. Steirer	--
<i>Consent Calendar</i>	King County Proposition 1 Parks Levy Tax Interlocal Agreement – P. West	--
<i>Consent Calendar</i>	2013 Open Space Conservancy Trust Annual Report – P. West	--
<i>Consent Calendar</i>	Recreation and Conservation Grants Resolutions for Calkin’s Point Restoration, Island Crest South Synthetic Turf, and Luther Burbank Hand Carry Boat Launch Projects – J. Kintner	--
<i>Regular Business</i>	City Council Findings of Fact and Conclusions of Law for the Coval Long Plat (SUB13-009/SEP13-041) – S. Crick	30
<i>Public Hearing</i>	Public Hearing and Resolution to Surplus a Portion of Clarke Beach Park – P. West and C. Schuck	30
<i>Regular Business</i>	False Alarm Code Amendments (2nd Reading & Adoption) – C. Schuck	15

MAY 5

Item Type	Topic/Presenter	Time
<i>Regular Business</i>	Kiwanis Fireworks Sales Permit – C. Tubbs	10
<i>Closed Record Hearing</i>	<i>(tentative)</i> Conner Townhomes/Trellis Long Plat for Public Meeting – G. Steirer	120
<i>Regular Business</i>	Actuarial Valuation of City’s Firemen’s Pension Fund & LEOFF I Retiree Medical and Long-Term Care Benefits—L. Tuttle	45
<i>Regular Business</i>	<i>(tentative)</i> School Property Rezones and P Zone Code Text Amendment (1st Reading) – S. Greenberg	60

MAY 19		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	1st Quarter 2014 Financial Status Report & Budget Adjustments—C. Corder	30
<i>Regular Business</i>	Disposition of 2013 Year-End Revenue Surplus—C. Corder	30
<i>Public Hearing</i>	2015-2020 Transportation Improvement Program Preview & Public Hearing – P. Yamashita	90
<i>Regular Business</i>	Fire Marshal – C. Tubbs	45
<i>Regular Business</i>	(tentative) School Property Rezones and P Zone Code Text Amendment (2nd Reading) – S. Greenberg	30

JUNE 2		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	Code Enforcement Provisions—K. Knight	45
<i>Regular Business</i>	2013 Mercer Island Dashboard Report—C. Corder	60
<i>Regular Business</i>	Chelan County Regional Justice Center Jail Contract—L. Burns	20
<i>Regular Business</i>	Shoreline Master Program Update—S. Greenberg	30

JUNE 14 – (SATURDAY, 8:30 AM-5:00 PM)		
	2013 Mini-Planning Session (MICEC)	

JUNE 16		
Item Type	Topic/Presenter	Time
<i>Special Business</i>	“Day of Play” Playful City U.S.A. Proclamation—D. Mortenson	5
<i>Special Business</i>	Parks & Recreation Month Proclamation—D. Mortenson	5
<i>Regular Business</i>	2015-2020 Capital Improvement Program (CIP) Budget “Preview”—C. Corder	120
<i>Regular Business</i>	2015-2020 Transportation Improvement Program Adoption—P. Yamashita	45

JULY 7		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	Luther Burbank Park Playground Mosaic 1% for the Arts Project – A. Britton	30

JULY 21		
Item Type	Topic/Presenter	Time

AUGUST 4		
Item Type	Topic/Presenter	Time

AUGUST 18		
Item Type	Topic/Presenter	Time
	Potentially Canceled	

SEPTEMBER 2		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	2nd Quarter 2014 Financial Status Report & Budget Adjustments—C. Corder	45

SEPTEMBER 15		
Item Type	Topic/Presenter	Time

OCTOBER 6		
Item Type	Topic/Presenter	Time

OCTOBER 16 – SPECIAL JOINT MEETING - 5:00-7:00 PM		
	Joint Meeting with the Mercer Island School District Board (Council Chambers)	

OCTOBER 20 - 6:00 PM		
Item Type	Topic/Presenter	Time
<i>Public Hearing</i>	2015-2016 Preliminary Budget (Operating Budget Review by Selected Funds: Major Revenue Estimates by Fund, Summary Level Expenditures by Fund, Budget Analysis by Fund, Significant Operating Budget Policy Changes/Issues, Service Reduction & Enhancement Packages, and 2015-2016 Proposed Utility Rates)—C. Corder	210

NOVEMBER 3 - 6:00 PM		
Item Type	Topic/Presenter	Time
<i>Public Hearing</i>	2015-2016 Preliminary Budget (CIP Budget Review: Updated REET Forecast, Changes to CIP “Preview” by Council & Staff, CIP Project Review by Exception, 2015-2020 Projected Fund Balance for CIP-Related Funds, Significant CIP Budget Policy Changes/Issues)—C. Corder	180

NOVEMBER 17		
Item Type	Topic/Presenter	Time
<i>Public Hearing</i>	2015-2016 Preliminary Budget (Finalize Changes to Operating & CIP Budget, 2015 NORCOM Budget Resolution, 2015 Utility Rate Resolutions, and 2015 Property Tax Ordinances)—C. Corder	60

DECEMBER 1		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	3rd Quarter 2014 Financial Status Report & Budget Adjustments—C. Corder	30
<i>Public Hearing</i>	2015-2016 Final Budget Adoption—C. Corder	15

DECEMBER 15		
Item Type	Topic/Presenter	Time
	Potentially Canceled	

OTHER ITEMS TO BE SCHEDULED:

- 2014 Budget Hearings – C. Corder
- Comcast Franchise – K. Knight
- PSE Electric Franchise – K. Knight
- Joint Meeting with MISD – April 30, 2015

COUNCILMEMBER ABSENCES:

Grausz: March 31