



CITY OF MERCER ISLAND CITY COUNCIL MEETING AGENDA

Monday
February 3, 2014
6:00 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

STUDY SESSION, 6:00 PM

- (1) AB 4916 Presentation and Discussion of Draft Growing Transit Communities Strategy

CALL TO ORDER & ROLL CALL, 7:00 PM

APPEARANCES

MINUTES

- (2) Study Session and Regular Meeting Minutes of January 21, 2014

CONSENT CALENDAR

- (3) Payables: \$1,819,648.49 (01/24/14)
Payroll: \$691,338.94 (01/24/14)
- (4) AB 4912 Set Public Meeting Date for the Coval Long Plat (SUB13-009)
- (5) AB 4923 2013 Arterial and Residential Chip Seal Project Close Out
- (6) AB 4922 2013 Arterial and Residential Street Overlays Project Close Out
- (7) AB 4918 A Regional Coalition for Housing (ARCH) 2013 Trust Fund Recommendations
- (8) AB 4917 A Regional Coalition for Housing (ARCH) 2014 Administrative Budget and Work Program

REGULAR BUSINESS

- (9) AB 4924 Police & Police Support 2014 – 2015 Collective Bargaining Agreements
- (10) AB 4921 Senior Advisory Board Transition
- (11) AB 4919 2015 Comprehensive Plan Update - Draft Scope of Work

OTHER BUSINESS

Councilmember Absences
Planning Schedule
Board Appointments
Councilmember Reports

EXECUTIVE SESSION

1. To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price RCW 42.30.110(1)(b) for approximately 30 minutes
2. To discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i) for approximately 30 minutes

ADJOURNMENT



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

**AB 4916
February 3, 2014
Study Session**

**PRESENTATION AND DISCUSSION OF DRAFT
GROWING TRANSIT COMMUNITIES
STRATEGY**

Proposed Council Action:

No action necessary. Receive presentation from PSRC staff.

DEPARTMENT OF

Development Services Group (Scott Greenberg)

COUNCIL LIAISON

n/a

EXHIBITS

1. Growing Transit Communities Strategy Executive Summary
2. Regional Compact
3. Toolkit of Recommended Strategies and Actions

APPROVED BY CITY MANAGER

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

SUMMARY

Background

The Growing Transit Communities Partnership (GTC) is a broad coalition of over forty stakeholders from the public, private and nonprofit sectors that was formed in 2010. The GTC effort was led by the Puget Sound Regional Council (PSRC) and was funded by the U.S. Department of Housing and Urban Development Sustainable Communities Regional Planning Grant Program. PSRC staff will attend the Study Session to present the work of the GTC.

The GTC's purpose was to develop best practices and recommendations to leverage nearly \$25 billion in high-capacity transit investments, secure equitable outcomes for all of the region's communities, and address some of the greatest barriers to implementing the region's framework growth plans—VISION 2040, Transportation 2040, and the Regional Economic Strategy.

During a collaborative, eighteen-month process involving monthly task force meetings, consultant support, and continuous public review and comment, the GTC focused on three overarching goals to advance regional goals and implement adopted regional plans:

- Attract more of the region's residential and employment growth near high-capacity transit
- Provide housing choices affordable to a full range of incomes near high-capacity transit
- Improve equitable access to education, employment, mobility, health and neighborhood services and amenities for existing and future community members in transit communities

Growing Transit Communities Strategy

On July 12, 2013, the GTC Oversight Committee approved the GTC's major deliverable: the Growing Transit Communities Strategy (GTC Strategy). An Executive Summary of the document is attached. See Exhibit 1. The full GTC Strategy is available at <http://www.psrc.org/assets/9539/GTCStrategyReport2013-10-03.pdf>. The key elements of the Strategy are in three component parts:

- A Regional Compact
- A Toolkit of Recommended Strategies and Actions
- Individual Work Plans

Regional Compact

The Regional Compact is a statement of continued commitment for its signatories to work collaboratively to implement the region's adopted plans for growth. See Exhibit 2. The Regional Compact does not obligate partners to implement all recommendations developed as part of the GTC Strategy, but rather to consider and adopt tools that fit best with community or organizational needs and available resources. The compact recognizes that cities and counties will require new resources to create the critical physical and social infrastructure that will support growth, including transportation, utilities, recreation, and public services. The following organizations have already signed the compact:

- | | | | |
|-----------------------------|------------------------|--------------------------|----------------------------|
| • City of Everett | • City of Tacoma | • HomeSight | • Impact Capital |
| • City of Kirkland | • City of Tukwila | • Housing Consortium - | • Puget Sound SAGE |
| • City of Mountlake Terrace | • Bellwether | Everett and Snohomish | • Quality Growth Alliance |
| • City of Redmond | • Enterprise Community | County | • University of Washington |
| • City of SeaTac | Partners | • Housing Development | |
| • City of Seattle | • Forterra | Consortium - Seattle and | |
| • Snohomish County | • Futurewise | King County | |

Toolkit of Recommended Strategies and Actions

The GTC developed a toolkit of Recommended Strategies and Actions to respond to each of the three regional goals identified above. See Exhibit 3. The toolkit includes 24 strategies and over 200 detailed recommendations that identify potential actions for public, private, nonprofit, and other partners to consider and implement over time. Among the project partners there is mutual understanding that some tools may work in some locations, and that each partner retains flexibility and discretion in pursuing the strategies that will work best in specific locations.

Work Plans

Work plans will be developed by individual local governments, agencies, or organizations defining short- and medium-term actions that can implement relevant elements of the Strategy. City staff is proposing to review the GTC Strategies and Actions as part of the Comprehensive Plan Update work program (see AB 4919).

Next Steps

If the City Council would like to be a partner in this regional effort, the next step is to pass a Resolution authorizing the Mayor to sign the Regional Compact. If directed by the City Council, staff will prepare a Resolution for consideration at the February 24, 2014 City Council meeting.

RECOMMENDATION

Development Services Director

No action necessary, receive report.



Growing Transit Communities Strategy

Executive Summary

Our region has a shared vision for a sustainable future that will benefit our people, our prosperity, and our planet. VISION 2040, the central Puget Sound region's long-range plan for growth, transportation, and economic development, describes the commitments, actions, and stewardship needed over many decades by many stakeholders to achieve far-reaching goals. As the region grows to 5 million people—a more than 30 percent increase—by the year 2040, a key goal calls for growth within existing urban areas and especially in compact, walkable communities that are linked by transit.

The region's recent commitments to invest over \$15 billion in high-capacity transit (light rail, bus rapid transit, express bus, streetcar, and commuter rail) present an once-in-a-lifetime opportunity to locate housing, jobs, and services close to these transit investments, and to do so in a way that benefits surrounding communities. A region-wide coalition of businesses, developers, local governments, transit agencies, and nonprofit organizations—the Growing Transit Communities Partnership—spent three years working together to create solutions that will encourage high-quality, equitable development around rapid transit.

The Challenges

Growth, as envisioned in VISION 2040, should benefit all people by increasing economic development and access to jobs, expanding housing and transportation choices, promoting neighborhood character and vitality, and improving public health and environmental quality. But, this is easier said than done. In particular, this growth may magnify several challenges currently facing the region:



Living in and working in walkable, transit-served communities. Recent market studies show that there is significant unmet demand for housing and jobs located within walking distance of transit. Many people want to live and work in compact, complete, and connected communities, but investments in transit and in transit station areas have fallen behind. Attracting growth to transit communities will require policies to encourage more housing and jobs near transit along with investments in the infrastructure and services for a growing population.



Housing choices for low and moderate income households near transit. Forty-three percent of the region's households make less than 80 percent of the area median income. However, most new market-rate housing that is accessible to transit is unaffordable to these households. With new investment in transit communities, many lower-cost units are at risk of displacement. For the lowest income households, many of whom are transit dependent, the supply of subsidized housing is far short of the need. Building mixed-income communities that meet these needs will require improved strategies to minimize displacement, and preserve and produce diverse housing types affordable to a full range of incomes.



Equitable access to opportunity for all the region's residents. Analysis of indicators across the region reveals that too many people do not have access to education, employment, mobility, health, and neighborhood services and amenities. These community resources are the building blocks that create the opportunity to succeed and thrive in life. Transit communities, with their access to the region's jobs, institutions, and services are critical focal points for achieving greater equity for the region's diverse residents. As these communities grow through public and private investment, equitable development will require targeted community improvements and strategies to connect existing and future residents to greater regional resources.

Why Now?

In the last decade, central Puget Sound voters have approved a series of high-capacity light rail and other transit investments—a commitment of approximately \$15 billion—that will serve the region’s most densely populated and diverse communities for decades to come. These investments present an once-in-a-lifetime opportunity to support and improve existing communities and meet regional goals through strategies to make great places for people to live and work. In order to do this, the region must:

Leverage transit investment to build sustainable communities. Transit investments, such as light rail, streetcars, commuter rail, and bus rapid transit, create value by connecting communities to the larger region. Transit communities are the best opportunity for the region to become more sustainable, prosperous, and equitable.

Create new resources and tools. Current resources available to governmental and non-governmental agencies alike are not enough. New tools and funding sources will be necessary to meet infrastructure, economic development, housing, and other community needs.

Work together across the region and across sectors. It will take collaboration among a wide spectrum of public, private, and nonprofit agencies and organizations working together to promote thriving and equitable transit communities. There are roles for everyone in this process.



The Strategy

How will this all be accomplished? The Growing Transit Communities Strategy calls for regional and local actions that respond to the challenges and opportunities in transit communities and represent major steps toward implementing the growth strategy in VISION 2040. The Strategy was developed by the Growing Transit Communities Partnership, an advisory body of various public, private, and nonprofit agencies and organizations working together to promote successful transit communities. The Growing Transit Communities Partnership, funded by a three-year grant from the federal Partnership for Sustainable Communities and housed at the Puget Sound Regional Council, established three main goals for the Strategy:

- *Attract more of the region’s residential and employment growth near high-capacity transit*
- *Provide housing choices affordable to a full range of incomes near high-capacity transit*
- *Increase access to opportunity for existing and future community members in transit communities*

Toolkit of Strategies and Actions

Twenty-four strategies, guided by a People + Place Implementation Typology, constitute the “playbook” for the Growing Transit Communities Strategy. From overarching regional approaches to local and individual actions, together these provide a set of coordinated steps toward ensuring a prosperous, sustainable, and equitable future.

The Strategy presents 24 strategies recommended by the Growing Transit Communities Partnership and includes specific actions for PSRC, transit agencies, local governments, and other regional partners. The recommendations address the three main goals for transit communities. As a whole, the strategies are a call to action for partners across the region to redouble efforts to create great urban places and build equitable communities around transit. Fully recognizing the strong policy foundation embodied in regional and local plans, as well as the innovative work in implementing those plans to date, the Partnership makes these recommendations as a challenge to do more than is being doing today.

The Toolkit of Strategies and Actions fall into four groupings:

The **Foundation Strategies** recommend a regional and local framework for ongoing work to support transit communities. Modeled on the relationships and values at the heart of the Growing Transit Communities Partnership, these strategies envision an ongoing regional effort involving a variety of partners and community members in decision making and implementation at all levels.

The **Strategies to Attract Housing and Employment Growth** recommend actions to make great urban places that are attractive to households and businesses, remove barriers to development, and support development in emerging markets.

The **Strategies to Provide Affordable Housing Choices** recommended actions to define and quantify housing needs, preserve existing affordable housing and supply new housing choices, and capitalize on the value created by the private market—enhanced by transit investments—in order to achieve the broadest range of affordability in transit communities.

The **Strategies to Increase Access to Opportunity** recommend actions to understand regional disparities in access to opportunity, identify existing and potential new resources and tools to meet community needs, and build support for equitable opportunities through education, coalitions, and leadership.



1. Establish a regional program to support thriving and equitable transit communities
2. Build partnerships and promote collaboration
3. Engage effectively with community stakeholders
4. Build capacity for community engagement
5. Evaluate and monitor impacts and outcomes



6. Conduct station area planning
7. Use land efficiently in transit communities
8. Locate, design, and provide access to transit stations to support TOD
9. Adopt innovative parking tools
10. Invest in infrastructure and public realm improvements



11. Assess current and future housing needs in transit communities
12. Minimize displacement through preservation and replacement
13. Increase housing support transit-dependent populations
14. Implement a TOD property acquisition fund
15. Expand value capture financing as a tool for infrastructure and affordable housing
16. Make surplus public lands available for affordable housing
17. Leverage market value through incentives
18. Implement regional fair housing assessment



19. Assess community needs
20. Invest in environmental and public health
21. Invest in economic vitality and opportunity
22. Invest in equitable mobility options
23. Invest in equitable access to high quality education
24. Invest in public safety in transit communities

Successful implementation will require shared commitment and collaboration among governments, major stakeholders, and community members. There are roles for many different regional and local partners, each with a distinct jurisdiction, authority, and mission. Consistent with those roles, all are asked to use the Toolkit of Strategies and Actions as a “playbook”

for taking action to advance the regional vision of creating thriving and equitable transit communities in a manner that is a best fit to each community.

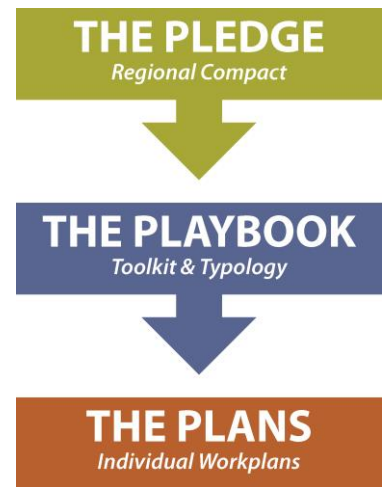
People + Place Implementation Typology

No two transit communities are alike. Accordingly, there is no one-size-fits-all approach to the strategies that will help a transit community thrive and grow with equitable outcomes for current and future community members. The Strategy presents the People + Place Implementation Typology as a regional framework for local implementation. Working with stakeholders from each of three major light rail corridors, the Growing Transit Communities Partnership analyzed conditions in 74 study areas as a basis for a set of locally tailored recommendations. Based on indicators of the physical, economic, and social conditions in each transit community, the results of this typology analysis suggest eight Implementation Approaches. Key strategies and investments address the needs and opportunities in different communities, while also advancing regional and corridor-wide goals. The Implementation Approaches and typology analysis are intended to complement and inform existing regional and, especially, local plans as they are implemented, evaluated, and refined in the coming years.



The Next Steps

The Growing Transit Communities Strategy includes a three-part implementation plan to promote thriving and equitable transit communities in the central Puget Sound region. The **Regional Compact** affirms the support of a variety of partners from throughout the region for the Partnership’s work and a commitment to work toward regional goals by implementing the Strategy. The **Toolkit of Strategies and Actions** and the **People + Place Implementation Typology**, as described above and detailed in the body of this report, include 24 recommended strategies, eight implementation approaches, and corridor specific priorities that will guide an evolving approach to transit communities. The **Individual Work Plans** are local government, agency, or organization specific work plans, to be developed individually and in consultation with PSRC staff, which define short- and medium-term actions that can implement the Strategy. The nature and format of the Individual Work Plans will vary to reflect the diversity of public and private partners, legislative and decision-making processes, and actions adopted.



By working together, the central Puget Sound region can achieve its vision for a sustainable future that advances our people, our prosperity, and our planet. The Growing Transit Communities Strategy lays out essential tools and actions to get us there.



September 2013. For more information on the Growing Transit Communities Strategy, please visit www.psrc.org.



October 1, 2013

Dear Partners and Interested Parties,

The Growing Transit Communities Partnership, a broad coalition of stakeholders from the public, private and nonprofit sectors, came together in 2010 to identify what will be needed to create the sustainable, equitable communities envisioned in adopted regional plans and supported by the region's commitment of nearly \$20 Billion in high-capacity transit investments. These plans and investments present a once-in-a-lifetime opportunity to shape the region and ensure that transportation improvements support sustainable development and foster vibrant, healthy neighborhoods for all.

This summer, following an extensive 18-month collaborative process, the Partnership adopted the *Growing Transit Communities Strategy*. This document presents consensus approaches to how we want to develop in the region's high-capacity and high frequency transit areas, and what tools and resources we need to implement the region's adopted plans with a focus on three overarching goals:

- Attract more of the region's residential and employment growth near high-capacity transit
- Provide housing choices affordable to a full range of incomes near high-capacity transit
- Increase access to opportunity for existing and future community members in transit communities

The goals and recommendations in the *Growing Transit Communities Strategy* are wide-ranging, developed with the recognition that some approaches may work in some locations but not in others, and that each partner retains flexibility to pursue the actions most appropriate to local needs and conditions. The region's continued success will require an ongoing, dedicated partnership of a wide variety of public, private, non-profit, and community stakeholders.

We invite you to be an implementation partner by signing the *Growing Transit Communities Compact*, a regional pledge for ongoing collaboration to implement the goals and strategies of the *Growing Transit Communities Strategy*. Only with the continued involvement from a broad spectrum of public, private and nonprofit agencies and organizations can we succeed in supporting and growing thriving and equitable transit communities across our region.

We look forward to working with you in this process. For more information, please contact Ben Bakkenta, Program Manager, Puget Sound Regional Council at bbakkenta@psrc.org or 206-971-3286.

Sincerely,

A handwritten signature in blue ink that reads "J. W. Brown".

Josh Brown, Chair, Oversight Committee
Commissioner, Kitsap County

A handwritten signature in blue ink that reads "Tony To".

Tony To, Vice-Chair, Oversight Committee
Executive Director, HomeSight



Growing Transit Communities Compact

Preamble

VISION 2040 was approved as the central Puget Sound region's plan for sustainable development following a broad-based, collaborative planning process. Central Puget Sound region voters also approved a series of high-capacity light rail and transit projects—a commitment of approximately \$15 billion—that will serve the region's most densely populated and diverse communities for decades to come. These investments present a once-in-a-lifetime opportunity to shape the region's urban form and ensure that transportation improvements support sustainable development and foster vibrant, healthy neighborhoods for all.

Recognizing what this unprecedented opportunity means for the region and its residents, a broad coalition of stakeholders came together to identify what will be needed to create the sustainable, equitable communities envisioned in the region's plans. The result was the Growing Transit Communities Partnership.

The Growing Transit Communities Partnership produced the Growing Transit Communities Strategy as a tool to implement VISION 2040 and local comprehensive plans adopted under the state Growth Management Act, and which is supported by this Compact. Its goals and recommendations are wide-ranging, developed with the recognition that some tools and approaches may work in some locations but not in others, and that each partner retains flexibility and discretion in pursuing the strategies most appropriate to local needs and conditions. However, the envisioned outcomes, consistent with VISION 2040, require an ongoing dedicated partnership of many interests, including cities, counties, transit agencies, businesses and employers, housing authorities, public health agencies, affordable housing providers, educational institutions, community-based organizations, and development interests.

And while the Compact is not legally binding and does not mandate adoption of any particular policies or actions, it expresses the need for many and diverse partners to work together over time to achieve its goals, recognizing that opportunities for success cannot be achieved unless we work together.

Therefore, as signatories to the Compact, we commit ourselves to working in partnership to achieve the goals and strategies in this Compact, while respecting the diversity of interests, perspectives, and responsibilities throughout the region.

Whereas the central Puget Sound region has adopted VISION 2040, with the following vision statement:

Our vision for the future advances the ideals of our people, our prosperity, and our planet. As we work toward achieving the region's vision, we must protect the environment, support and create vibrant, livable, and healthy communities, offer economic opportunities for all, provide safe and efficient mobility, and use our resources wisely and efficiently. Land use, economic, and transportation decisions will be integrated in a manner that supports a healthy environment, addresses global climate change, achieves social equity, and is attentive to the needs of future generations.

and;

Whereas the central Puget Sound region is expected to add 1.3 million people and 1.1 million jobs by the year 2040; and

Whereas VISION 2040 includes among its goals (1) maintaining a prosperous and sustainable regional economy by supporting businesses and job creation, investing in all people, sustaining environmental quality, and creating great central places, diverse communities, and a high quality of life, and (2) focusing growth within already urbanized areas to create walkable, compact, and transit oriented communities, and (3) meeting housing needs through preservation and expansion of a range of affordable, healthy and safe housing choices; and

Whereas the voters of the central Puget Sound region have committed to a \$15 billion investment in light rail, commuter rail, bus rapid transit and local streetcar service that creates a once-in-a-lifetime opportunity to plan for and support the growth of communities near high capacity transit; and

Whereas in 2010 the region adopted Transportation 2040, a long-range transportation plan designed to implement VISION 2040 that calls for implementation of an aggressive transit strategy to keep up with increasing population and employment growth, including completion of Sound Transit 2 projects, additional Link light rail extensions to Everett, Tacoma, and Redmond, and local transit service increases of more than 100 percent in peak periods and over 80 percent in off-peak periods; and

Whereas The Regional Economic Strategy recognizes that transportation investments must address the diverse needs of the region's economy and support key employment sectors, provide more convenient and varied transportation options, and improve travel reliability to maintain and enhance quality of life in the region for workers and support local businesses; and

Whereas approximately 45% of households currently residing in proximity to existing and planned light rail corridors are moderately or severely housing cost burdened; and

Whereas current income distribution for the region shows 13% of households earn between 0-30% of the area median income, 12% of households earn between 30-50% of the area median income, and 18% of households earn between 50-80% of the area median income; and

Whereas new market-rate housing trends and subsidized housing resources are not providing sufficient housing choices in transit communities for households earning under 80% of the area median income; and

Whereas the combined cost burden of housing plus transportation can be substantially reduced by locating affordable housing opportunities in proximity to transit; and

Whereas the report “Equity, Opportunity, and Sustainability in the Central Puget Sound Region” identifies a widespread pattern within the region of unequal household access to educational, economic, transportation, environmental health, and neighborhood resources; and

Whereas many communities that are now or may be served by high-capacity transit are home to low-income and minority households and small locally- and minority-owned businesses that are at a potentially higher risk of displacement due to a range of factors; and

Whereas transit-oriented development is a land use pattern with many social, economic, and environmental benefits, including more sustainable and efficient use of urban land, support for regional and local economies, reduced combined housing and transportation costs per household, and improved access and mobility for residents; and

Whereas the Growing Transit Communities Partnership, a diverse coalition of governmental and nongovernmental partners, was funded by a grant from the federal Partnership for Sustainable Communities for the express purpose of helping to implement VISION 2040 by leveraging regional transit investments to create thriving and equitable transit communities around light rail and other high-capacity transit stations; and

Whereas the Equity Network Steering Committee has defined equity to mean that all people can attain the resources and opportunities that improve their quality of life and enable them to reach their full potential; and

Whereas the Growing Transit Communities Partnership defines equitable transit communities as follows:

Equitable transit communities are mixed-use, transit-served neighborhoods that provide housing and transportation choices, and greater social and economic opportunity for current and future residents. Although defined by a half-mile walking distance around high-capacity transit stations, they exist within the context of larger neighborhoods with existing residents and businesses.

These communities promote local community and economic development by providing housing types at a range of densities and affordability levels, commercial and retail spaces, community services and other amenities integrated into safe, walkable neighborhoods.

Successful equitable transit communities are created through inclusive planning and decision-making processes, resulting in development outcomes that accommodate future residential and employment growth, increase opportunity and mobility for existing communities, and enhance public health for socially and economically diverse populations

Whereas Growing Transit Communities Partners recognize that transit communities throughout the region will have unique roles, functions, and opportunities, and will develop with different uses at varying intensities; and

Whereas creating vibrant transit-oriented communities can be substantially advanced through the development of additional tools and funding for infrastructure improvements in communities along transit corridors; and

Whereas *Growing Transit Communities Partners believe that progress toward creating equitable transit communities will depend on active participation from a full range of partners over the long term, including transit agencies, businesses, non-profit organizations, as well as local jurisdictions and the Puget Sound Regional Council; and*

Whereas *the Growing Transit Communities Partnership has developed a Toolkit of Strategies and Actions that recommend adoption of specific actions and tools by regional and local governments, by both public and private stakeholders, in order to create, grow, and enhance equitable transit communities throughout the region; and*

Whereas *updates to local comprehensive plans and development regulations, transit agency plans, and the refinement of regional growth and transportation plans present continuing opportunities to implement the Toolkit of Strategies and Actions;*

Now, therefore, the signatories to this Regional Compact:

Agree that the region's long-range growth management, economic, environmental, and transportation goals depend heavily on continued investment in more and better public transportation services ; and

Acknowledge the acute need for additional resources and tools to create and preserve affordable housing throughout the region; and

Recognize that cities and counties will require new resources to create the critical physical and social infrastructure that will support growth, including transportation, utilities, recreation, and public services; and

Agree that progress toward equitable transit communities requires a cooperative, regional approach with diverse partners across governmental and nongovernmental sectors that supports and builds upon existing and ongoing planning efforts by regional and local governments and transit agencies; and

Commit to build upon the work of the Growing Transit Communities Partnership through the promotion of equitable transit communities in light rail station areas and transit nodes located within the region's three long-range light rail transit corridors, and around transit nodes outside these corridors in other parts of the region; and

Recognize that each corridor is at a different stage of high-capacity transit system development, and that future stations may be identified and sited that should also be considered under this Compact; and

Understand that this Compact is designed to express the intent of diverse partners to work together toward common goals, with specific actions identified by partners appropriate to their roles and responsibilities; and

Recognize that the policies and programs promoted by the Growing Transit Communities Partnership may also benefit community development around other transit investments and corridors, including but not limited to bus rapid transit, streetcar, commuter rail, intercity express bus, and ferries; and

Support a continuing process of collaboration and coordinated action to advance the development of equitable transit communities, as guided by the following goals, signatories to this Compact will strive to:

Attract more of the region's residential and employment growth to high capacity transit communities.

VISION 2040 calls for a compact pattern of growth within the Urban Growth Area, particularly in regional and subregional centers served by high capacity transit. The Growing Transit Communities work program has demonstrated that the region's light rail corridors alone have the potential to support this vision by attracting at least 25% of the housing growth and 35% of the employment growth expected in the region through the year 2040. Attracting additional TOD market demand to other regional corridors that are served by other types of high capacity transit is also essential. To advance the Regional Growth Strategy adopted in VISION 2040, promote economic development, and realize the multiple public benefits of compact growth around rapid transit investments, the signatories to this Compact will strive to:

- Use a full range of tools, investments, and economic development strategies, to attract the potential demand for residential and commercial transit oriented development within transit communities consistent with and in furtherance of regional policies and plans, and
- Plan for and promote residential and employment densities within transit communities that support ridership potential and contribute to accommodating growth needs within each high-capacity transit corridor.

Additional transit communities along the region's other high-capacity transit mode corridors will also attract significant portions of future residential and employment growth.

Provide housing choices affordable to a full range of incomes near high-capacity transit.

Adopted regional policy recognizes housing as a basic human need and calls for local policies and tools that provide for an adequate supply of housing affordable at all income levels, to meet the diverse needs of both current and future residents. Region-wide, affordable housing need is defined by current household incomes, where 18% of households earn between 50% and 80% of AMI, 12% earn between 30% and 50% of AMI, and 13% earn less than 30% of AMI. In transit communities, projected need for affordable housing is higher, especially for households in the lowest income range due to their greater reliance on transit. Depending on local market conditions, efforts to meet that need will focus on new housing, housing preservation, or combined strategies.

In order to meet a substantial portion of this need within walking distance of rapid transit services, the signatories to this Compact will strive to:

- Use a full range of housing preservation tools to maintain the existing level of affordable housing within each transit community, and
- Use a full range of housing production tools and incentives to provide sufficient affordable housing choices for all economic and demographic groups within transit corridors, including-new housing in the region's transit communities collectively that is proportional to region-wide need or greater to serve transit-dependent households.

These goals apply to the region's transit corridors collectively, and do not suggest a specific desired outcome for any individual transit community. Further, fully attaining these goals will require new tools, resources, and subsidies beyond those that exist today.

Increase access to opportunity for existing and future residents of transit communities.

Adopted regional policy recognizes the need to address the diverse housing, transportation and economic needs of current and future residents so that all people may prosper as the region grows. This requires special attention to communities that lack access to transportation choices, quality schools, and other social and physical neighborhood components that allow community members to thrive and succeed.

In order to more equitably meet the needs of all residents of the region, the signatories to this Compact will strive to:

- Improve access to opportunity in the transit corridors through targeted investments that meet the needs of residents and businesses in communities with limited access to opportunity, targeted affordable housing investments in communities with good access to opportunity, and transit connections linking areas with good access to opportunity and areas with limited access to opportunity.
- Use a full range of community engagement strategies to increase the involvement of diverse and historically under-represented groups in transit community development, empower communities to influence decisions at all levels of government, and ensure opportunities for participation throughout decision-making processes.

In order to maximize this historic opportunity, show regional leadership, and act as a national model of how diverse stakeholders can make transformative decisions that advance a region's goals for its people, its prosperity, and the planet, the signatories to this Compact pledge to work individually and collaboratively toward the goals described above, and toward the implementation of the Growing Transit Communities Strategy, as appropriate to each jurisdiction and organization. PSRC will periodically convene representatives of Compact signatories as an Advisory Committee to evaluate the region's progress over time toward achieving equitable transit communities. PSRC's regional monitoring program will track progress of implementing and achieving the goals described in this compact.



For more information on the Growing Transit Communities Partnership, please contact Program Manager Ben Bakkenta (bbakkenta@psrc.org or 206-971-3286) or visit the Growing Transit Communities website at <http://www.psrc.org/growth/growing-transit-communities/>

Toolkit of Strategies and Actions

The following 24 strategies and associated actions are the Growing Transit Communities primary recommendations. They are the result of an 18-month process informed by research, analysis, and deliberation. The strategies address the three main regional goals for transit communities: to attract more of the region’s residential and employment growth near high capacity transit, to provide housing choices affordable to a full range of incomes, and to increase access to opportunity for existing and future transit community members.



1. Establish a regional program to support thriving and equitable transit communities
2. Build partnerships and promote collaboration
3. Engage effectively with community stakeholders
4. Build capacity for community engagement
5. Evaluate and monitor impacts and outcomes

6. Conduct station area planning
7. Use land efficiently in transit communities
8. Locate, design and provide access to transit stations to support TOD
9. Adopt innovative parking tools
10. Invest in infrastructure and public realm improvements

11. Assess current and future housing needs in transit communities
12. Minimize displacement through preservation and replacement
13. Direct housing resources to support transit-dependent populations
14. Implement a TOD property acquisition fund
15. Expand value capture financing as a tool for infrastructure and affordable housing
16. Make surplus public lands available for affordable housing
17. Leverage market value through incentives
18. Implement regional fair housing assessment

19. Assess community needs
20. Invest in environmental and public health
21. Invest in economic vitality and opportunity
22. Invest in equitable mobility options
23. Invest in equitable access to high quality education
24. Invest in public safety in transit communities

The 24 strategies fall into four groupings:

- The **Foundation Strategies** recommend a regional and local framework for ongoing work to support transit communities. Modeled on the relationships and values at the heart of the Growing Transit Communities Partnership, these strategies envision an ongoing regional effort involving a variety of partners and community members in decision making and implementation at all levels.
- The **Strategies to Attract Housing and Employment Growth** recommend actions to make great urban places that are attractive to households and businesses, remove barriers to development, and support development in emerging markets.
- The **Strategies to Provide Affordable Housing Choices** recommended actions to define and quantify housing needs, preserve existing and supply new housing choices, and capitalize on the value created by the private market, enhanced by transit investments, in order to achieve the broadest range of affordability in transit communities.
- The **Strategies to Increase Access to Opportunity** recommend actions to understand regional disparities in access to opportunity, identify existing and potential new resources and tools to meet community needs, and build support for equitable opportunities through education, coalitions, and leadership.

As a whole, these strategies are a call to action for partners across the region to intensify efforts to create great urban places and build equitable communities around transit. Fully recognizing the strong policy foundation embodied in existing regional and local plans, as well as the innovative work in implementing those plans by many local jurisdictions to date, the Partnership makes these recommendations as a challenge to do more than is being doing today.

The Recommended Strategies and Actions are also a call for more effective implementation through collaboration among governments, major stakeholders, and community members. There are roles for many different regional and local partners, each with a distinct jurisdiction, authority, and mission. Consistent with those roles, all are asked use the Strategies as a “playbook” for taking action to advance the regional vision of thriving and equitable transit communities in a manner that is a best fit to each community.

The Partnership’s goals are ambitious and set the bar high for all. There is need for new tools and resources to achieve these goals. The powerful regional coalition assembled for this effort should continue to work together to support legislative changes and new resources that expand the toolbox. Several strategies point to the need to amend state law to provide more options for public agencies. Others point to the need for funding, including for sustaining and expanding transit systems, for infrastructure, expanded and more effective subsidies for affordable housing, and resources to provide for community needs equitably throughout the region. Continued leadership and collaboration on these priorities is vital for this effort to succeed.

Foundation Strategies



The first five Foundation Strategies recommend a regional and local framework for ongoing work to support transit communities. Modeled on the relationships and values at the heart of the Growing Transit Communities Partnership, these strategies envision an ongoing regional effort involving a variety of partners and community members in decision-making and implementation at all levels. The strategies detail the collaboration, engagement, evaluation, and monitoring necessary to support an effective regional effort. As an overarching set of recommendations, they apply across the board to all 24 strategies. For example, engaging community stakeholders (Strategy 3) is a priority wherever needs assessments, station area planning, and implementing regulations and programs are under consideration. These Foundation Strategies are therefore critical to implementing specific recommendations, as well as the broader goal of achieving thriving and equitable transit communities.

Recommended Strategies

1. Establish a regional program to support thriving and equitable transit communities
2. Build partnerships and promote collaboration
3. Engage effectively with community stakeholders
4. Build capacity for community engagement
5. Evaluate and monitor impacts and outcomes



Strategy 1: Establish a Regional Program to Support Thriving and Equitable Transit Communities

In order to carry out the goals and strategies envisioned by the GTC Partnership, a continued regional effort, based within PSRC and guided by an ongoing coalition of regional stakeholders, is needed to promote thriving and equitable transit communities in the region. This effort should be expanded beyond the light rail corridors that are the focus of the GTC Partnership's grant-funded work to include other high-capacity transit nodes in the region and to involve new partners across multiple sectors.

Recommended Actions

Puget Sound Regional Council

- 1.1. Provide staff support for the work of a GTC Partnership beyond the term of the current Sustainable Communities grant.
- 1.2. Support the continued work of an advisory committee of a variety of public and private stakeholders, including a full range of current GTC Partners who have committed to working together to advance this GTC Strategy. Roles for the advisory committee should include providing ongoing guidance to PSRC and other agencies and organizations on implementation, coalition building within the region, and support for state and federal legislation and funding needed to create and sustain thriving and equitable transit communities in the region.
- 1.3. Create a regional transit oriented development implementation program at PSRC with sufficient staffing and work plan to further the GTC Strategy and including actions in the areas of attracting growth, providing affordable housing, and improving equitable engagement and access to opportunity within transit communities.
- 1.4. Build on the foundation established through the GTC Affordable Housing Action Strategy and the PSRC's Housing Innovations Program with ongoing staffing of a regional housing affordability initiative focused on meeting the needs for housing in regional centers and other transit communities.
- 1.5. Expand the geographic scope of the GTC Partnership through implementation of the GTC Strategy beyond the three long-range light rail corridors to include current and planned transit communities around stations for commuter rail, bus rapid transit, streetcar, and other high-capacity transit investments in the region, as appropriate.
- 1.6. Collaborate with local governments and other stakeholders to explore options for regional designation of selected transit communities based on their potential to provide regional benefits and alignment with the GTC Strategy.
- 1.7. Establish a regional peer networking exchange for staff at cities, other public agencies, and relevant non-governmental organizations working on transit community development.

Transit Agencies

- 1.8. Participate as a member of a regional TOD implementation program advisory committee.
- 1.9. Continue to strengthen agency partnerships, policies, programs, and plans to support thriving and equitable transit communities.

Local Governments

- 1.10. Participate as a member of a regional TOD implementation program advisory committee.
- 1.11. Continue to strengthen local partnerships, policies, programs, and plans to support thriving and equitable transit communities.

Other Partners

- 1.12. Support and participate in an ongoing regional coalition for thriving and equitable transit communities, where applicable as a member of a regional TOD implementation program advisory committee.
- 1.13. Continue to strengthen partnerships, policies, programs and plans to support thriving and equitable transit communities.

Priority Transit Communities for this Strategy

- Regional programs and initiatives would apply to all current and potential transit communities around multiple modes of high-capacity transit in the region.



Strategy 2: Build Partnerships and Promote Collaboration

Partnerships throughout the region and across sectors will be critical to implementing the GTC Strategy. The GTC Partnership made progress toward bringing a variety of players in the region together around common objectives. As the regional effort continues, this partnership should be strengthened through stronger collaboration between existing members and the inclusion of new partners, such as more members of the private sector, economic development and education interests, and historically underrepresented populations.

Puget Sound Regional Council

- 2.1 Implement a regional TOD program as a collaboration involving growth management, transportation, economic development, and technical staff and resources at the PSRC. Continue to build on an integrated planning approach to transit community development as a model for other agencies in the region.
- 2.2 Provide a forum for coalitions of a variety of stakeholders from throughout the region to work collaboratively toward implementation of the GTC Strategy.
- 2.3 Conduct outreach to new partners and sectors in order to:
 - Raise awareness of regional and local benefits of TOD and equitable community development
 - Encourage contributions of new partners to successful implementation of the GTC Strategy
 - Reach out to local governments in additional high-capacity transit corridors
 - Focus on private sectors that have been underrepresented in the work of Growing Transit Communities, such as businesses and major employers, developers and land owners
- 2.4 Adapt for regional application the lessons learned on the topic of partnerships from the Growing Transit Communities demonstration projects in Northgate, Tacoma, and the East Corridor.

Transit Agencies

- 2.5 Continue and seek ways to improve collaboration with local governments, PSRC, and other transit agencies around transit system planning, development, and operations.
- 2.6 Explore options for public-private partnerships that result in development on available agency-owned properties, including options that encourage housing density and affordability in transit communities.

Local Governments

- 2.7 Build on the work of the GTC corridor Task Forces with continued collaboration among local governments and stakeholders in each transit corridor around promotion of equitable TOD.
- 2.8 Implement station area TOD strategies through interdepartmental collaboration. Weave recommended equitable TOD strategies into elements of comprehensive planning, capital facilities, and code development. Identify and eliminate barriers to implementation in existing processes and organizational structures.
- 2.9 Identify opportunities for public-private partnerships that further equitable TOD, using tools such as development agreements, transportation benefit districts, and community renewal.

Equity Network

- 2.10 Continue and expand the work of the Equity Network to include new partners in a broad coalition from across the region around a shared vision of equitable transit community development.

Foundations

- 2.11 Continue and expand the work of foundations to include new partners and strengthen coordinated investments in programs and strategies to support thriving and equitable transit communities.

Other Partners

- 2.12 Build upon the success of coalitions, such as the Equity Network and the Funders Collaborative, to form new or expand coalitions among key regional stakeholder groups. Potential coalitions include business community initiatives to foster place-based economic development in the transit corridors, sustainable builder and development groups, and the education community convening in support of equitable access to quality education across the region.

Recommended Actions

Priority Transit Communities for this Strategy

- The need to build partnerships and promote collaboration applies to all transit communities region-wide.



Strategy 3: Engage Effectively with Community Stakeholders

Community engagement is an integral part of the way public agencies make and implement policies in our region. The GTC Partnership and the Equity Network have taken important steps to explore and apply innovative community engagement strategies to improve and expand those practices to more effectively include historically underrepresented populations, including low-income households and persons of color, early in the planning process and before decisions are made. This work has identified a toolbox of equitable community engagement strategies that include:

- Multilingual outreach and engagement
- Outreach through existing community groups and organizations
- Direct person-to-person outreach where people live and do business
- Support for meeting participation, such as childcare, refreshments, and convenient scheduling and locations
- Clarity of communications on scope and focus of engagement, expectations and process
- Visualization tools and other multi-media approaches
- Innovative models for effective engagement and long-term relationship building, such as trusted advocate and public outreach liaisons
- Building capacity and cultural competency within organizations and public agencies, such as through training and recruitment, in order to engage effectively with diverse constituencies

Successful implementation of the GTC Strategy will depend on effective, responsive and ongoing engagement with as broad a range of community members and stakeholders as possible with opportunities to influence policies and actions early and often throughout the public decision making process.

Recommended Actions

Puget Sound Regional Council

- 3.1 Present the work of the GTC Partnership to both regional stakeholders and the public in a manner that is clear, concise, and free of excessive jargon. Emphasize major goals, actions, and benefits to the region and local communities.
- 3.2 Collaborate with a broad range of regional and community stakeholders to develop and disseminate guidance and provide technical support on best practices in equitable community engagement, incorporating lessons learned from the GTC Equity Grants Program.
- 3.3 Continue to develop and apply equitable community engagement strategies as part of regional policy development and implementation activities, including future updates to the adopted PSRC Public Participation Plan.
- 3.4 Explore and improve methods for direct citizen engagement in regional policy and planning processes, particularly for those who typically do not participate due to time, cultural or other barriers, through methods such as community advisory boards, working groups, focus groups, and roundtables.

Transit Agencies

- 3.5 Continue to develop and apply equitable community engagement strategies early and before decisions are made.

Local Governments

- 3.6 Continue to develop and apply equitable community engagement strategies as part of local comprehensive and station area planning and other decision-making affecting transit communities.

Equity Network

- 3.7 Engage with PSRC, local jurisdictions, and other agencies through active dialogue and implementation of strategies for equitable community engagement. The regional advisory committee could facilitate such engagement.

Priority Transit Communities for this Strategy

- The need for effective and complete community and stakeholder engagement applies across the region, especially in transit communities with concentrations of low-income households, persons of color, or other historically underrepresented groups.



Strategy 4: Build Capacity for Community Engagement

Capacity building provides community members with the knowledge, tools, and relationships to be able to have a say in decisions about their communities. The GTC Partnership's Equity Network Grant Program represents an innovative model to build the capacity of community based organizations to participate in planning processes and decision-making on behalf of their communities. Understanding and expanding upon the lessons learned from this program will facilitate the implementation of and build community support for the GTC Strategy.

Recommended Actions

Puget Sound Regional Council

- 4.1 Collaborate with foundations and governmental agencies to identify and secure potential sources of funds for ongoing capacity building grants to community groups.
- 4.2 Continue to provide technical assistance, data, and information on current policy as a resource for community groups to effectively engage in regional and local policy decision-making. Incorporate lessons learned and tools developed by the GTC Equity Grants projects.
- 4.3 Provide a forum for ongoing regional coalitions, such as the Equity Network, to build capacity around regional equity issues, with a focus on non-governmental organizations and public-private partnerships.

Local Governments

- 4.4 Support community-based organizations through actions such as: convening community organizations, providing information about plans and projects in station areas, and offering staff support, meeting facilities, or funding for community organizations.

Foundations

- 4.5 Provide grants to community groups and other non-profits to build capacity within transit communities through community organizing, training, data, and networking opportunities.
- 4.6 Collaborate with PSRC and others to develop support systems, such as a regional information commons, for use by community groups as they engage in public policy processes.

Equity Network

- 4.6 Evaluate the long-term success of the Equity Grant Program in increasing capacity of community based organizations to be involved in planning processes and decision making.

Priority Transit Communities for this Strategy

- The need for effective and comprehensive community and stakeholder engagement applies across the region, especially in transit communities with concentrations of low-income households, persons of color, or other historically underrepresented groups.



Strategy 5: Evaluate and Monitor Impacts and Outcomes

The success of the GTC Strategy in supporting thriving and equitable transit communities will be realized over the long-term, underscoring the need to evaluate tools as they are implemented and monitor outcomes as they are realized in order to modify the strategies to strengthen success over time. Evaluation and monitoring efforts should focus on the three goal areas of the GTC Strategy: attract housing and employment growth, provide affordable housing choices, and increase equitable access to opportunity. As a complement to the monitoring efforts, public agencies should evaluate the equity impacts of policies and investments before they are implemented in transit communities.

Recommended Actions

Puget Sound Regional Council

- 5.1 Develop a long-term work program to measure and evaluate the successes, impacts, and outcomes of the GTC Strategy in transit communities throughout the region. Leverage and build upon existing monitoring efforts, such as VISION 2040 monitoring and updated Regional Centers report.
- 5.2 Define a transit communities geography, and develop and monitor indicators of progress toward achieving transit community goals, such as housing and employment growth, housing affordability trends, and Opportunity Mapping measures.
- 5.3 Establish a schedule for regular reporting and engagement of regional partners in reviewing and responding to findings through refinements to the GTC Strategy.
- 5.4 Update the People + Place Implementation Typology to align with periodic required updates to local comprehensive plans.
- 5.5 Work with the Equity Network and other community stakeholders to develop a social equity evaluation tool to be available for use by public agencies throughout the region to measure the expected social equity impacts of proposed policies, programs, and investments. Use existing tools, such the Racial Equity Toolkit developed and used by the City of Seattle or the Equity Impact Review tools used by King County, as possible models for a regional tool.
- 5.6 Evaluate social equity impacts when considering new or updated regional policies and programs.

Transit Agencies

- 5.7 Monitor outcomes of transit investments and TOD-related programs, including transit system use and performance, and contribute relevant data to regional transit community monitoring.
- 5.8 Evaluate social equity impacts when considering new or updated policies and programs, consistent with applicable state and federal laws.

Local Governments

- 5.9 Monitor indicators of progress toward local goals for transit communities and contribute relevant data to regional TOD monitoring.
- 5.10 Evaluate social equity impacts when considering new or updated policies and programs.

Equity Network

- 5.11 Provide assistance in the development of evaluation and monitoring tools, including the social equity evaluation tool.

Priority Transit Communities for this Action Area

- The need for evaluation and monitoring of impacts and outcomes applies across the region.

Strategies to Attract Housing and Employment Growth



Goal: Attract more of the region's residential and employment growth to high capacity transit communities.

VISION 2040 calls for a compact pattern of growth within the Urban Growth Area, particularly in regional and subregional centers served by high capacity transit. The Growing Transit Communities work program has demonstrated that the region's light rail corridors alone have the potential to support this vision by attracting at least 25% of the housing growth and 35% of the employment growth expected in the region through the year 2040. Attracting additional TOD market demand to other regional corridors that are served by other types of high capacity transit is also essential.

To advance the Regional Growth Strategy adopted in VISION 2040, promote economic development, and realize the multiple public benefits of compact growth around rapid transit investments, the signatories to this Compact will strive to:

- Use a full range of tools, investments, and economic development strategies, to attract the potential demand for residential and commercial transit oriented development within transit communities consistent with and in furtherance of regional policies and plans, and
- Plan for and promote residential and employment densities within transit communities that support ridership potential and contribute to accommodating growth needs within each high-capacity transit corridor.

Additional transit communities along the region's other high-capacity transit mode corridors will also attract significant portions of future residential and employment growth.

Overview of Recommendations

Recommended strategies to attract housing and employment growth to transit communities reflect three overarching objectives:

Make great urban places that are attractive to households and businesses. The region can achieve the goal of attracting transit supportive development to station areas with a focus on building neighborhoods that offer safe, high quality urban living, including a critical mass of residential and commercial activity, easy access to local and regional jobs and opportunities, and a rich public realm. Tools to make this happen include not only traditional land use approaches and environmentally sustainable building practices, but also heightened integration of land use with transportation and targeted investments in a range of public assets that meet the needs of current and future residents and businesses.

Remove barriers to development. Regional market analysis has shown that demand for housing and commercial space located near rapid transit stations exists in all three light rail corridors. However, existing conditions in some locations are potential barriers to new market development, and include restrictive zoning capacity and other regulatory barriers (e.g., excessive parking requirements), and lack of essential public infrastructure. Removing regulatory barriers through regulatory review and local and regional tools to fund the most pressing infrastructure needs, is important in all transit communities regardless of market conditions, but particularly critical in those with emerging or strong markets.

Support development in emerging markets. Market analysis also shows that the light rail corridors include a large number of locations with weaker market conditions where regional accessibility by high capacity transit service may not alone be sufficient to attract new development. This represents a significant challenge for both local jurisdictions and the region. New development in emerging markets should be supported by tools and investments that increase value, reduce costs, and build on existing community assets and market potential.

Recommended Strategies

6. Conduct station area planning
7. Use land efficiently in transit communities
8. Locate, design and provide access to transit stations to support TOD
9. Adopt innovative parking tools
10. Invest in infrastructure and public realm improvements



Strategy 6: Conduct Station Area Planning

Station area planning is the process whereby local jurisdictions engage broad community interests to produce a unique vision for a transit community and a blueprint for regulations and investments that successfully attract residential and employment growth consistent with that vision. Each high capacity transit station area should have a dedicated plan, or policies within an existing plan, addressing a comprehensive range of topic areas, including many of the recommendations in the GTC Strategy. In particular, Strategy 11 and Strategy 19 call for in depth housing and community needs assessments that should be part of any comprehensive station area planning process.

Recommended Actions

Puget Sound Regional Council

- 6.1. Amend plans and policies to establish transit communities as a key element of the regional growth strategy to concentrate new population and employment within urban areas in centers linked by a high capacity transit network.
- 6.2. Develop regional guidelines on best practice in station area planning.
- 6.3. Develop guidance and best practices on station area planning. Use PSRC policy and plan review processes to disseminate guidance on station area planning.
- 6.4. Provide technical assistance to local jurisdictions and other agencies to support station area planning.
- 6.5. Create a competitive grant program to fund transit community implementation activities such as strategic planning, code development, feasibility analyses, or predevelopment design.
- 6.6. Adopt criteria for transportation project funding that incentivize local adoption of station area plans that are consistent with regional guidance.

Transit Agencies

- 6.7. Participate in local station area planning as an active partner with local jurisdictions and other public agencies and in conjunction with ongoing transit service planning.
- 6.8. Contribute agency resources, where feasible and appropriate, to station area planning efforts.
- 6.9. Implement a TOD strategy that addresses long-range system expansion and service provision, station design and access, property disposition, partnerships with other agencies and local government, and transit-supportive uses and densities.

Local Governments

- 6.10. Review existing plans and policies, when they are considered for periodic update, for consistency with regional guidance on station area planning and recommendations contained in the GTC Strategy.
- 6.11. Adopt station area plans and/or policies for all high capacity transit communities which are expected to attract significant new population or employment growth
- 6.12. Use the plan development and update process to identify and address potential regulatory barriers to equitable transit community development.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 7: Use Land Efficiently in Transit Communities

Transit communities contain a limited amount of land to accommodate housing, workplaces, retail and services, open space and other public amenities. Attracting growth to transit communities starts with policies and regulations that use that resource wisely and allow sufficient compact development to meet growth and ridership goals along with public and private actions to support those investments.

Recommended Actions

Puget Sound Regional Council

- 7.1 Collaborate with transit agencies and local governments to develop guidance for transit supportive densities. Amend policies and procedures, as appropriate, to include detailed guidance on transit supportive densities and uses, including recommended density ranges for transit communities within each high-capacity transit corridor. Density guidance should be informed by regional policy, current and potential service levels for the transit modes in each location, local plans, and land use and market characteristics.
- 7.2 Refine criteria for transportation project funding and station area plan implementation grants that incentivize zoning for achievement of transit supportive densities that are consistent with regional guidance.
- 7.3 Maintain a regional inventory of developable public lands located within transit communities and provide technical assistance to other public agencies in identifying opportunity sites for TOD.
- 7.4 Leverage existing agency resources to support ongoing evaluation of the supply and demand for residential and commercial development in transit communities.
- 7.5 Collaborate with transit agencies and local governments on continued efforts to align transit service and local land use decisions, such as through implementation of the Transit Service Overlay Zone concept.

Transit Agencies

- 7.6 Collaborate with regional and local governments to develop guidance for transit supportive densities. Continue efforts to align transit service and local land use decisions, such as through implementation of the Transit Service Overlay Zone concept.
- 7.7 Conduct analyses of TOD potential for properties under consideration for agency acquisition within transit communities.
- 7.8 Adopt land disposition policies and procedures that leverage agency property assets in order to encourage transit supportive densities and affordability in transit communities.
- 7.9 Identify agency owned opportunity sites for joint development and land assembly in transit communities.

Local Governments

- 7.10 Collaborate with regional governments and transit agencies to develop guidance for transit supportive densities. Adopt land use plans and zoning regulations that accommodate and promote transit supportive uses and densities that are consistent with regional guidance.
- 7.11 Align surplus lands disposition policies with local and regional TOD objectives.
- 7.12 Identify city or county owned sites with potential for joint development and land assembly for TOD projects.
- 7.13 Conduct a land supply and capacity analysis for each high capacity transit station area. Build upon existing work and resources, such as periodic *Buildable Lands* evaluations.

State

- 7.14 Adopt legislation to give public agencies greater flexibility in disposing of surplus lands for the purposes of transit oriented development in station areas, including the ability to discount property sale price where long-term housing affordability is provided.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 8: Locate, Design, and Provide Access to Transit Stations to Support TOD

Decisions about the siting and design of transit facilities can have a significant impact on the potential for building transit communities within a given corridor. Current and future community members are best served and ridership potential is best supported where transit systems are designed to foster long-term TOD potential and connectivity to surrounding neighborhoods and communities.

Recommended Actions

Puget Sound Regional Council

8.1 Consistent with existing regional policies and plans that call for integrating land use and transportation investments, refine regional policy guidance to clarify that, where possible, transit alignments and station location and design choices should promote TOD throughout the region, including in designated regional centers and other locations with potential for concentrated residential and/or employment uses.

Transit Agencies

8.2 Strengthen criteria for selecting transit alignments and station locations to include TOD potential alongside other criteria such as environmental impacts, costs, and ridership potential. TOD potential should reflect both existing and planned uses and densities within transit station areas.

8.3 Design and develop stations to include joint development, where feasible, with market rate and affordable residential, commercial, or civic and other public uses.

8.4 Design stations to provide multimodal access to transit, including on foot, bicycle, and via connections with other transit services.

8.5 Implement transit access and parking management strategies that support and encourage access via multiple modes of travel to the transit system, and that provide alternatives to automobile travel through approaches, such as: transit service connections to surrounding neighborhoods, bicycle and pedestrian connections, and demand management strategies (e.g., parking fees).

8.6 Where parking at transit stations is needed, support TOD potential through tools such as parking structure siting and design that complements walkable and active streets and public spaces, interim parking strategies including facilities that can be redeveloped with residential or commercial uses in the future, and shared parking with nearby uses.

8.7 Coordinate planning and capital investment activities with those of other public agencies, including other transit agencies, local governments, and state agencies such as WSDOT.

Local Governments

8.8 Collaborate with transit agencies on alignment of new transit facilities, station siting and design, and system access planning.

8.9 Adopt land use regulations and capital improvement plans that are consistent with and support transit corridor access strategies, to include zoning for transit supportive densities and funding for bicycle and pedestrian improvements.

8.10 Coordinate land use planning and capital investment activities with transit agencies, including items such as transit corridor access strategies, zoning for transit-supportive densities, and funding for bicycle and pedestrian improvements.

Priority Transit Communities for this Strategy

- Communities with fixed guideway transit, such as light rail, streetcar, commuter rail
- Communities with multimodal transit centers
- Communities undergoing planning and implementation of new transit investments



Strategy 9: Adopt Innovative Parking Tools

Frequent and reliable transit service within walking distance of housing and commercial uses reduces the amount of parking needed as part of new development. Requirements for parking that are inflexible and exceed demand can drive up development costs and resulting prices and rents, and may render new development infeasible. A range of innovative parking tools are available for use in transit communities that are effective in supporting TOD while meeting the limited parking needs of a transit rich environment.

Recommended Actions

Puget Sound Regional Council

- 9.1 Develop guidance on parking management best practices and innovative tools for use in transit station areas. Disseminate guidance on parking management through PSRC policy and plan review processes.
- 9.2 Collaborate with King County to further develop the data and tools included in the Right Size Parking project for application in transit communities throughout the region.
- 9.3 Establish criteria for transportation project funding that incentivize local adoption of comprehensive parking management strategies and innovative best practices (see 9.6).

Transit Agencies

- 9.4 Work with local governments and other transit agencies to coordinate implementation of access plans for transit stations and parking management strategies for station areas.

Local Governments

- 9.5 Adopt a district-wide management strategy for both on- and off-street parking as part of the station area plan or policies.
- 9.6 Adopt, where appropriate, innovative off-street parking management tools, such as:
 - Flexible or market-driven parking regulations
 - Reduced or eliminated parking requirements for special populations, such as seniors, and in locations with access to frequent transit
 - Limits on the maximum amount of parking that can be included in a development,
 - “Unbundling” the cost of parking from housing unit prices/rents
 - Shared parking facilities
 - Support for car sharing options
 - Transportation demand management
- 9.7 Where parking demand is high, adopt on-street parking management strategies, such as metered parking and residential parking zones.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 10: Invest in Infrastructure and Public Realm Improvements

Local governments and private developers have identified insufficient infrastructure and community amenities as major barriers to new residential and commercial development in transit communities. For example, data indicate that many current and potential station areas within the light rail corridors lack the street networks, sidewalks, parks, and other public facilities desired for livable transit communities. A regional strategy to provide sufficient infrastructure and enhance the public realm includes creating new funding tools and targeting existing funds for maximum benefit. Provision of this infrastructure is an opportunity to achieve multiple environmental and health benefits.

Recommended Actions

Puget Sound Regional Council

- 10.1 Among projects funded by PSRC, include transportation improvements that enhance the TOD orientation and market potential of existing and future transit communities, such as bicycle and pedestrian facilities, street improvements that accommodate multiple modes and users, and projects that improve connectivity within a transit community.
- 10.2 In order to leverage existing and potential market demand for TOD, give priority to 1) projects located where current TOD orientation is low and market demand is transitional to very strong, and 2) projects located where current TOD orientation is high and current market demand is weak to moderate.
- 10.3 Provide regional guidance on street design and public realm improvements that have a positive environmental health impact and promote green building techniques in transit communities.
- 10.4 Continue to convene and support regional coalitions of public and private stakeholders to develop new and expanded financing tools for infrastructure and other public investments.

Transit Agencies

- 10.5 Collaborate with local governments, transit providers, and other public agencies to evaluate transit access and connectivity needs early in the planning and design process and to identify and fund station area infrastructure improvements.
- 10.6 Design transit facilities to connect to and complement adjacent land uses and public realm infrastructure.

Local Governments

- 10.7 Encourage new development through integrated capital facilities, land use, and economic development and investments.
- 10.8 Utilize, where appropriate, existing tools to fund infrastructure improvements, including value capture tools, local improvement districts, and local taxing authority.
- 10.9 Identify priority public improvements needed in transit communities, including transportation infrastructure, civic facilities, parks and open space, and other public realm enhancements. Amend policies, codes, or programs as may be necessary to support the acquisition or development of sites for such improvements.
- 10.10 Explore options for dedicated funding for improvements to the public realm in transit communities.

State

- 10.11 Adopt legislation authorizing new value capture financing tools for use by local jurisdictions to fund infrastructure improvements and affordable housing in transit communities.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities

Strategies to Provide Affordable Housing Choices



Goal: Provide housing choices affordable to a full range of incomes near high-capacity transit.

Adopted regional policy recognizes housing as a basic human need and calls for local policies and tools that provide for an adequate supply of housing affordable at all income levels, to meet the diverse needs of both current and future residents. Region-wide, affordable housing need is defined by current household incomes, where 18% of households earn between 50% and 80% of AMI, 12% earn between 30% and 50% of AMI, and 13% earn less than 30% of AMI. In transit communities, projected need for affordable housing is higher, especially for households in the lowest income range due to their greater reliance on transit. Depending on local market conditions, efforts to meet that need will focus on new housing, housing preservation, or combined strategies.

In order to meet a substantial portion of this need within walking distance of rapid transit services, the signatories to this Compact will strive to:

- Use a full range of housing preservation tools to maintain the existing level of affordable housing within each transit community, and
- Use a full range of housing production tools and incentives to provide sufficient affordable housing choices for all economic and demographic groups within transit corridors, including-new housing in the region's transit communities collectively that is proportional to region-wide need or greater to serve transit-dependent households.

These goals apply to the region's transit corridors collectively, and do not suggest a specific desired outcome for any individual transit community. Further, fully attaining these goals will require new tools, resources, and subsidies beyond those that exist today.

These affordable housing goals are based on regional income data and forecasts of TOD demand produced for the GTC Partnership by the Center for Transit Oriented Development. These strategies reinforce and expand upon existing tools and resources. Because housing goals for transit communities will not be fully attainable by governments and housing providers in the region without an increase in the total amount of available housing subsidy, the strategies also include coordinated efforts to secure new and increased resources.

Overview of Recommendations

Recommended strategies to provide housing choices reflect three overarching objectives. First, local jurisdictions should define and quantify housing needs for each transit community when undergoing station area or other planning processes. Understanding housing needs for all income levels and demographic groups identified in VISION 2040 is a necessary starting point for adopting the appropriate mix and scale of public and private sector tools. Second, with the paramount importance of preserving existing housing and supplying new housing choices in proximity to transit investments, a full range of resources should be made available, and in fact targeted, to transit communities. The toolbox includes regulations, incentives, requirements, subsidies, environmentally sustainable development techniques, and other programs. Finally, the overall housing strategy should to the extent possible capitalize on the economic value created by the private market, enhanced by transit investments, in order to achieve the broadest range of affordability in market rate housing and additional below market rate units.

Appropriate strategies and tools for particular transit communities may vary and should be informed by the local housing needs assessment and the transit community typology. For example, transit communities with high current levels of affordability may focus on maintaining housing choices through preservation. In communities with less current affordability, appropriate tools may focus more on new affordable housing production. In all cases, ensuring housing at all affordability levels is healthy and safe is essential.

For the purposes of these strategies, “affordable housing” includes subsidized and market-rate housing affordable to lower income households at various income levels, including 0%-30% of AMI, 30%-50% of AMI and 50%-80% of AMI, unless defined by a local jurisdiction’s housing needs assessment to also include housing affordable to higher incomes.

VISION 2040 uses the following household income categories and definitions to track regional housing affordability:

Middle: 80-120% of area median income

Moderate: 50-80% of area median income

Low: 30-50% of area median income

Very Low: Below 30% area median income

The names of these ranges differ from those used by HUD and others.

Recommended Strategies

11. Assess current and future housing needs in transit communities
12. Minimize displacement through affordable housing preservation and replacement
13. Increase housing resources to support transit-dependent populations
14. Implement a TOD property acquisition fund
15. Expand value capture financing as a tool for infrastructure and affordable housing
16. Make surplus public lands available for affordable housing
17. Leverage market value through incentives for affordability
18. Implement recommendations of regional fair housing assessment



Strategy 11: Assess Current and Future Housing Needs in Transit Communities

A transit community housing needs assessment determines the current and future demand for housing affordable to different income groups and provides the context for appropriate tools and programs to meet the housing needs. The assessment would be triggered by larger planning efforts, such as station area, subarea, or comprehensive planning. Housing needs assessments would be informed by regional and countywide guidance and technical assistance, and would in turn inform locally determined housing goals and strategies. The assessments should address, at minimum, housing needs for lower income households at various income levels, including 0%-30% of AMI, 30%-50% of AMI and 50%-80% of AMI.

Recommended Actions

Puget Sound Regional Council

- 11.1. Develop regional guidance on best practice in conducting a transit community housing needs assessment. The assessment should address housing supply and demand for households at all income levels identified in VISION 2040 as well as housing needs related to demographic groups, special needs populations, and workers at all income levels.
- 11.2. Provide data and support coordination among jurisdictions to ensure that housing goals and strategies complement one another and address cumulatively the regional housing goals for transit communities.
- 11.3. Develop guidance on the recommended format and content for a transit community housing needs assessment and plan. Disseminate such guidance through PSRC policy and plan review processes.
- 11.4. Amend transportation funding criteria to provide incentives for adoption of transit community affordable housing assessments, plans, and implementation tools.
- 11.5. Carry out VISION 2040 H-action-1, the development of a Regional Housing Strategy. As part of the strategy, specifically address housing supply and demand in transit communities.
- 11.6. Build on PSRC's existing Housing Innovations Program (HIP) website to include resources and models for affordable housing assessment, station area plans, and tools appropriate to preserve and increase affordable housing supply in transit communities.

Transit Agencies

- 11.7. Review and use available data on housing needs, including local housing needs assessments, in station area planning and TOD policy implementation. Incorporate results of housing needs assessments in TOD-related decisions, including the acquisition and disposition of properties.

Local Governments

- 11.8. Conduct a transit community housing needs assessment consistent with regional guidance.
- 11.9. Conduct an inventory of existing housing, including the cost, size, condition, and use of subsidies of existing units, as part of the housing needs assessment and use this information to identify potential sites for preservation and/or replacement.
- 11.10. Based on the findings of the housing needs assessment, and consistent with Countywide Planning Policies, adopt quantitative and qualitative affordable housing goals for lower income households at various income levels, including 0%-30% of AMI, 30%-50% of AMI and 50%-80% of AMI and a strategy to achieve goals as the transit community grows.
- 11.11. Plan for, preserve, and encourage the development of affordable housing in transit communities consistent with the housing element in the jurisdiction's comprehensive plan.
- 11.12. Plan for and encourage a range of housing types, designs, and tenure to meet the needs of a full range of demographic and household profiles. This may include rental and ownership housing, housing with universal design, higher density housing types, mid-density housing types (e.g., cottage, accessory dwelling units, and townhomes), housing units with two or more bedrooms to meet the needs of families.

Affordable Housing Providers

- 11.13. Contribute to housing needs assessments through data sharing and technical review.

Priority Transit Communities for this Strategy

- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities
- Any transit community undergoing station area or subarea planning



Strategy 12: Minimize Displacement through Affordable Housing Preservation and Replacement

Among the many challenges communities face in pursuing mutually supportive economic development and social equity objectives, the risk of displacement looms large. Many transit communities are home to existing low- and moderate-income households at potential risk of displacement due to increased market strength and gentrification that may accompany transit system development. Strategies to preserve the existing affordable housing stock in good condition or to replace affordable housing demolished due to new development can help minimize these displacement risks while accommodating new market-rate investment. Although preservation and replacement strategies were not a central component of the GTC Partnership work program, they are critical to the long-term success of these communities and should be a focus area for future work. The goal guiding this strategy is to ensure a “no net loss” of existing affordable housing units in transit communities.

Recommended Actions

Puget Sound Regional Council

- 12.1. Expand the existing Housing Innovations Program to provide more detailed guidance and technical assistance to local governments and other regional partners on affordable housing preservation tools that can be used in transit communities.
- 12.2. Work with regional partners to develop data and methods to provide for an “early warning system” to identify properties in transit communities that contain affordable units that are at risk of displacement or conversion.
- 12.3. Work with local governments and housing providers to maintain a regional database of publicly subsidized housing stock.

Transit Agencies

- 12.4. Minimize the displacement of affordable housing. Where displacement occurs, assist where feasible in replacement of those units.

Local Governments

- 12.5. Conduct an inventory of existing affordable housing as part of the housing needs assessment and use this information to identify potential sites for preservation and/or replacement.
- 12.6. Use available tools and resources to encourage that both subsidized and market-rate affordable units that are lost due to redevelopment in a transit community are replaced with units at the same affordability level within that transit community.
- 12.7. Use incentive programs for developers to preserve or replace subsidized and market-rate affordable units. (See Strategy 17)

Affordable Housing Developers, Financiers, and Community Organizations

- 12.8. Adopt funding policies and criteria that support and encourage both development and preservation of affordable housing in transit communities, where mobility and access to jobs and services is higher. Work with regional partners to identify and advocate for new dedicated funds and tools to support affordable housing preservation.
- 12.9. Pursue funding for rehabilitation of affordable housing stock, such as the federal Neighborhood Stabilization and Weatherization Assistance programs.
- 12.10. Create the capacity to acquire and hold land and buildings for future affordable housing development that includes preservation, using tools such as a regional TOD property acquisition fund (Strategy 14).

Priority Transit Communities for this Strategy

- Transit communities with potential or immediate risk of displacement
- Transit communities with existing affordable housing stock



Strategy 13: Increase Housing Resources to Support Transit-Dependent Populations

There are currently several sources for affordable housing subsidy at the local, regional, and state levels. Targeting a portion of those funds to projects in transit communities can be a way to produce more affordable housing for transit-dependent populations. In addition, using tools such as Opportunity Mapping to inform housing subsidy allocations can help create greater access to high-opportunity neighborhoods for low-income households. The following actions will be most effective in conjunction with strategies to grow the overall amount of available resources for affordable housing, such as through housing levies or similar funding, value capture financing, and a TOD property acquisition fund.

Recommended Actions

Puget Sound Regional Council

- 13.1 Amend plans and policies to call for investment of housing resources that support and encourage the development and preservation of affordable housing in transit communities.
- 13.2 Provide technical support to housing funders and developers in defining transit community nodes and boundaries for the purposes of making funding and programmatic decisions.

Local Governments

- 13.3 Adopt policies that support and encourage funding for the development and preservation of affordable housing in transit communities.
- 13.4 Expand the capacity of locally-generated housing funds, such as through support for development and passage of a local, sub-regional, or regional housing funding source.

Affordable Housing Funders and Developers

- 13.5 Adopt funding policies and criteria that support and encourage the development and preservation of affordable housing in transit communities, where mobility and access to jobs and services is higher.
- 13.6 Consider the People + Place Implementation Typology and Opportunity Mapping data when identifying locations within the region for new production and preservation investments.

Affordable Housing Advocacy Organizations

- 13.7 Build on the GTC Partnership to convene a regional coalition to call for new and expanded sources of housing subsidy beyond what is currently available from government and non-governmental sources.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities
- Transit communities with limited stock of affordable units



Strategy 14: Implement a TOD Property Acquisition Fund

A TOD Property Acquisition Fund is a tool that has been used with success in other regions to provide financing for the purchase of properties within transit communities before increased land values make affordable housing development or preservation prohibitively difficult. There is strong and ongoing regional cross-sector support for establishing a fund in the central Puget Sound region. Developing and managing such a fund will require significant commitments from the public sector, as well as private foundations and housing development funders. The TOD Fund strategy was a central component of the GTC Partnership work program and is a high priority for implementation.

Recommended Actions

Puget Sound Regional Council

- 14.1 Coordinate with and support the development and management of a regional fund to provide a revolving source of capital available for the acquisition of properties for the development and preservation of affordable housing in transit communities.
- 14.2 Explore options for using a portion of PSRC regionally managed funds to contribute public sector catalyst investments in a TOD property acquisition fund.

Transit Agencies

- 14.3 Explore options to contribute to public sector catalyst investments in a TOD property acquisition fund.

Local Governments

- 14.4 Explore options for contributing local funds as a portion of regional public sector catalyst investment in a TOD property acquisition fund.

TOD Fund Manager

- 14.5 Identify and recruit a broad range of potential contributors of startup capital to the TOD property acquisition fund.
- 14.6 Structure fund governance to maximize input and oversight from regional stakeholders.
- 14.7 Work with PSRC, transit agencies, and local governments to identify target locations and a range of loan products designed to meet the needs for capital in various phases of housing development.

Housing authorities, WSHFC

- 14.8 Explore options for contributing capital to the TOD property acquisition fund.

Local and National Foundations and Philanthropies

- 14.9 Explore options for contributing capital to the TOD property acquisition fund.

CDFIs and other private sector funders

- 14.10 Explore options for contributing capital to the TOD property acquisition fund.

Priority Transit Communities for this Strategy

- Transit communities with limited stock of affordable units
- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 15: Expand Value Capture Financing as a Tool for Infrastructure and Affordable Housing

Public transit improvements increase the value of nearby properties. A portion of that added value may be captured to finance further public improvements. Developing such value capture financing strategies is a central component of the GTC Partnership work program and is a high priority for implementation in the region and across the state. In addition to various value capture tools currently available in the state, new tools should be considered to ensure that the potential displacement risk to low income households from rising property values is mitigated. Stakeholders should consider the potential benefits of new tools and target currently available tools for use in providing infrastructure and affordable housing in transit station areas.

Recommended Actions

Puget Sound Regional Council

- 15.1 Provide regional guidance on best practices and technical assistance to local jurisdictions on the establishment and administration of value capture tools.
- 15.2 Include in a regional station area plan implementation grant program the option of funding selected feasibility studies for local implementation of value capture financing.
- 15.3 Continue to provide a forum for a coalition of regional stakeholders to advance new and expanded value capture tools in Washington State.

Transit Agencies

- 15.4 Support the development and use of value capture financing tools in order to increase transit ridership potential through new development.

Local Governments

- 15.5 Support affordable housing development in station areas through the use of existing tools for value capture financing that are authorized under Washington State law, including Community Revitalization Financing, Local Infrastructure Financing Tool, Local Revitalization Financing, Landscape Conservation and Local Infrastructure Program, and Local Improvement District.
- 15.6 Work with property owners and other stakeholders to explore value capture financing tools, as authorized by any future legislation, where market strength and property owner support exists, and major infrastructure projects and housing needs have been identified.

State

- 15.7 Adopt legislation authorizing new and expanded value capture financing tools that can be used to generate revenue for affordable housing and infrastructure investments in transit station areas.

Priority Transit Communities for this Strategy

- Transit communities with current high capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 16: Make Surplus Public Lands Available for Affordable Housing

Programming the future sustainable use of developable publicly owned surplus properties in transit communities creates a unique opportunity to improve housing options for low income residents and improve transit ridership. Best practices for the use of public lands for affordable housing include joint development, TOD development agreements between landowners and jurisdictions, discount sale, public-private land assembly, and the use of air rights above stations. Expanding state law and removing other legal or programmatic obstacles may facilitate broader use of these tools. A surplus public lands strategy was a central component of the GTC Partnership work program and is a high priority for implementation.

Recommended Actions

Puget Sound Regional Council

- 16.1 Provide guidance on best practices and technical assistance to public agencies and potential private sector development partners.
- 16.2 Maintain a regional inventory of developable public lands in transit communities.

Transit Agencies

- 16.3 Develop policies and best practices related to the disposition of properties that support affordable housing production on surplus sites.
- 16.4 Conduct analysis of TOD potential for properties that are considered for acquisition (See Strategy 7.7).

Local Governments

- 16.5 Develop policies and employ best practices, where appropriate, related to the acquisition and disposition of properties that support affordable housing on surplus sites.

State

- 16.6 Adopt legislation that gives public agencies more flexibility in the disposition of public lands for the public purpose of providing increased affordable housing opportunities in transit station areas, such as through discounted sale, joint development, or other mechanisms.

Priority Transit Communities for this Strategy

- Transit communities under any stage of light rail system development
- Transit communities with any other identified opportunities for development of surplus lands



Strategy 17: Leverage Market Value through Incentives for Affordability

Incentives help achieve affordability in rental and ownership housing development, in both multi-family and single-family projects. Statute allows jurisdictions to create required or optional incentive zoning programs for affordable housing when additional development capacity is provided through zoning changes or density bonus programs, thereby ensuring that new development contributes to maintaining and expanding the supply of affordable units. Additionally, other voluntary incentives, such as multi-family tax exemption or fee waivers, may also be used to encourage affordable housing production and preservation. Although developing incentive strategies were not a central component of the Growing Transit Communities Partnership work program, they are critical to the long-term success of these communities and should be a focus area for future work.

Recommended Actions

Puget Sound Regional Council

- 17.1 Provide guidance and technical assistance to support adoption, where appropriate, of incentives for affordable housing in transit communities. Provide ongoing staff support to a broad stakeholder effort to further develop tools for the effective use of required and optional incentive programs tied to an increase in development capacity, through research, education, and state and local statutory changes.
- 17.2 Include in a regional station area plan implementation grant program the option of funding selected feasibility studies for local implementation of required and optional incentive programs for affordable housing.

Local Governments

- 17.3 Conduct a feasibility study to evaluate the costs and benefits of potential land use actions and incentives. Based on the feasibility study, adopt regulations that leverage the provision of additional development capacity, such as density or height, to produce and preserve affordable housing units. There are a range of ways to implement such provisions that are sensitive to local conditions and markets. For example, requiring affordability in all developments when increased development capacity is granted outright, or voluntary provisions where additional development capacity is gained in exchange for providing affordable housing.
- 17.4 In all transit communities planning for residential growth, adopt additional incentives for private developers to include affordable units in new residential projects. In determining the appropriate mix of incentives for each community, consider market conditions, housing needs, and existing regulations. Incentives that should be considered for adoption in all transit communities include:
 - Reduced parking requirements for projects that include affordable units
 - Impact or permit fee waivers for projects that include affordable units
 - Use of multifamily tax exemption conditioned to provision of the longest-term and deepest affordability levels feasible
 - Expedited permitting for projects that include affordable units

Developers and Financiers

- 17.5 Contribute industry knowledge to the analysis and design of inclusionary and incentive tools by local jurisdictions.

Priority Transit Communities for this Strategy

- Required or optional incentive zoning programs can be effective in transit communities undergoing updates to plans or regulations that result in added development capacity, especially in transit communities where market strength for TOD is emerging or strong. Additionally, incentive zoning programs may be more appropriate at a larger scale than the half-mile station area.
- Voluntary incentives can be effective in all transit communities where jurisdictions seek to attract residential growth to accompany existing or future high-capacity transit service.



Strategy 18: Implement Recommendations of Regional Fair Housing Assessment

Fair housing is housing that is available to anyone, regardless of race, color, religion, sex, family status, disability, or national origin, and free of barriers to housing choice in communities throughout the region. In order to foster compliance with the federal Fair Housing Act, communities receiving support from the U.S. Department of Housing and Urban Development (HUD) community planning and development programs are obligated to affirmatively further fair housing. This means identifying barriers to fair housing choice and carrying out action plans to overcome the effects of these impediments. The objective is to eliminate housing discrimination and provide opportunities for inclusive patterns of housing occupancy. Communities must address fair housing for the “protected classes” listed above, and can choose to add in additional ones to this list and many corridor communities have chosen to do so. These policies need not be restricted to HUD assisted communities, but should be focused in all transit station areas where diversity and inclusiveness are vital.

PSRC has developed a Regional Fair Housing Group that is working with HUD’s guidance to conduct a Fair Housing Equity Assessment (FHEA) across the region. The FHEA will identify barriers to fair housing choice that reach across jurisdictional lines, and will identify areas of increasing segregation and racially/ethnically concentrated areas of poverty. The FHEA will highlight disparities in access to opportunity across the region and evaluate the equity of transit improvements across the region. Trends in discrimination cases, fair housing testing, mortgage lending practices, and capacity of fair housing enforcement agencies will be assessed. Action strategies of the FHEA will outline how different governmental and non-governmental partners can work across the region to remove barriers to fair housing. Tools to promote fair housing may include fair housing legislation, fair housing enforcement, mobility improvements, and zoning codes.

Recommended Actions

Puget Sound Regional Council

18.1 Work with regional partners to identify barriers to fair housing choice, develop actions to address barriers, and implement recommendations of the FHEA.

Transit Agencies

18.2 Participate in the development of the FHEA and consider its final implementation recommendations during project planning and development.

Local Governments

18.3 Implement universal design principles with policies and regulations that meet or exceed federal and state standards to ensure that development and public spaces are accessible to people with disabilities and other special needs.

18.4 Promote fair housing practices in station areas through actions such as targeting fair housing outreach and educational resources to these areas, and building capacity of community groups to do outreach and education.

18.5 Participate in the development of the FHEA and its final implementation recommendations.

State

18.6 Adopt state legislation that prohibits housing discrimination against rental subsidy holders.

Housing Enforcement Agencies

18.7 Support fair housing planning in station areas with focused fair housing testing, enforcement, and education and outreach strategies in these areas

Priority Transit Communities for this Strategy

- Fair housing strategies are applicable to all transit communities in the region.

Strategies to Improve Access to Opportunity



Goal: Increase access to opportunity for existing and future residents of transit communities.

Adopted regional policy recognizes the need to address the diverse housing, transportation, and economic needs of current and future residents so that all people may prosper as the region grows. This requires special attention to communities that lack access to transportation choices, quality schools, and other social and physical neighborhood components that allow community members to thrive and succeed.

In order to more equitably meet the needs of all residents of the region, the signatories to this Compact will strive to:

- Improve access to opportunity in the transit corridors through targeted investments that meet the needs of residents and businesses in communities with limited access to opportunity, targeted affordable housing investments in communities with good access to opportunity, and transit connections linking areas with good access to opportunity and areas with limited access to opportunity.
- Use a full range of community engagement strategies to increase the involvement of diverse and historically under-represented groups in transit community development, empower communities to influence decisions at all levels of government, and ensure opportunities for participation throughout decision-making processes.

Overview of Recommendations

Recommended strategies to increase access to opportunity reflect three overarching objectives:

Understand regional disparities and gaps along with local community needs that impact access to opportunity. The opportunity mapping analysis conducted by PSRC in consultation with the Kirwan Institute at the Ohio State University has revealed a widespread pattern within the region of inequitable access to educational, economic, transportation, environmental health, and neighborhood resources. While the overall opportunity score can inform regional priorities and approaches, additional local analysis and ongoing

monitoring and updating is needed in order to show which programs and investments should be targeted to each location in order to address identified disparities.

Identify existing and potential new resources and tools that may be used to meet community needs.

Each of the five opportunity areas identified in these strategies may be addressed by general purpose government, special purpose public agencies, non-profits, foundation support, and through other private sector investment. Effective approaches will leverage the potential for partnerships across sectors. Success will depend as well on balancing strategies to address overall community needs with place-based strategies that focus specifically on transit communities. By advancing work to define and measure equity within the region, the Growing Transit Communities Partnership has provided a foundation for these efforts.

Build support for equitable opportunities through education, coalitions, and leadership. In an era of limited resources, both public and private entities must demonstrate that their investments effectively meet the most pressing community needs. The commitment to invest in our communities can be bolstered first by raising awareness of regional disparities and the link between social equity and regional prosperity. Political support is built and sustained through broad-based coalitions, such as that assembled for the Equity Network, and also by policy makers and community leaders championing a regional vision of equity and equitable transit community development.

Recommended Strategies

19. Assess community needs
20. Invest in environmental and public health
21. Invest in economic vitality and opportunity
22. Invest in equitable mobility options
23. Invest in equitable access to high quality education
24. Invest in public safety in transit communities



Strategy 19: Assess Community Needs

The Puget Sound Regional Council has developed a framework and technical approach to measuring equitable access to opportunity within the region. Application of this tool, called opportunity mapping, to the region as a whole, including identification of many locations with an overall low level of opportunity across a spectrum of community needs, shows that more detailed analysis is warranted in many transit communities as a basis for making informed community investment decisions. Local governments, working with communities and other stakeholders, should assess equitable access to opportunity as part of larger planning processes, such as station area, subarea, or comprehensive planning. Community needs assessments should be informed by regional guidance and technical assistance, and could in turn inform goals and strategies to improve local access to opportunity and other social equity outcomes.

Recommended Actions

Puget Sound Regional Council

- 19.1. Maintain, update regularly, and make available the opportunity mapping database as a regional resource for community development planning and investment.
- 19.2. Work with local jurisdictions to use the opportunity mapping score to identify neighborhoods needing further assessment at a local scale.
- 19.3. Collaborate with other agencies and the regional Equity Network, or its successor, to develop and make available to local governments a toolkit for community needs assessment that addresses the six opportunity areas of environmental and public health, economic vitality, mobility, education, and neighborhood quality of life.
- 19.4. Adopt guidelines for local station area planning that address access to opportunity and the potential need to conduct a community needs assessment.

Transit Agencies

- 19.5. Consider community needs assessments and opportunity mapping analyses in transit system development and long-range planning processes.

Local Governments

- 19.6. Incorporate the results of the regional opportunity mapping in local station area planning, and, where needed, conduct a more detailed local assessment of community needs.
- 19.7. Involve community members in developing a profile of community assets and needs around transit stations.
- 19.8. Incorporate into local practice lessons learned and models for community needs assessment developed through the GTC equity grants.
- 19.9. Inventory, and explore tools to create, maintain, and protect community anchors and gathering spaces, such as community centers, cultural centers, event spaces, and others, that nurture civic and social engagement.

Regional Equity Network and Advocacy Organizations

- 19.10. Collaborate with PSRC and other agencies in developing and disseminating community needs assessment tools for use by public and private sector.

Foundations and Social and Community Service Agencies

- 19.11. Use opportunity mapping and local community needs assessment findings in philanthropic strategies and service programming within the region.

Priority Transit Communities for this Strategy

- Very low, Low, or Moderate access to opportunity per the opportunity mapping exercise
- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities



Strategy 20: Invest in Environmental and Public Health

How we design our cities has an immense impact on the health of people who live in them. Healthy communities include safe and healthy housing, opportunities for recreation and non-motorized travel, and are free from environmental or other negative health hazards. Evidence increasingly shows that land use and transportation planning decisions impact whether people can easily choose to be physically active, eat nutritious food, and live in safe and environmentally healthy places. Bringing public health into planning decisions is also a strategy for ensuring that all people and communities have the opportunities to make healthy choices regardless of their income, education, or ethnic background. In addition, accommodating more of the region's population growth in compact, complete and connected communities helps protect rural lands, farms, forests, and wildlife habitat from incompatible development, thereby preserving access to open space and a higher quality of life for the entire region.

Puget Sound Regional Council

- 20.1 Strengthen public health benefits as a criterion for promoting funding for projects in transit communities that enhance non-motorized options, such as walking and bicycling.
- 20.2 Collaborate with public health agencies in the region to develop and disseminate Healthy Transit Community Principles as an assessment and planning tool for local governments. The Northgate Healthy Community Principles may provide a model for a regional tool.

Transit Agencies

- 20.3 Encourage bicycling and walking by strengthening policies to encourage and fund safe non-motorized access to transit. (See Strategy 22)

Local Governments

- 20.4 Use Healthy Transit Community Principles as foundational element in station area planning and implementation.
- 20.5 Invest in infrastructure for non-motorized travel, to include sidewalks, trails, bicycle facilities, and safety features for both pedestrians and bicyclists. Prioritize active travel modes in facilities planning and capital expenditures.
- 20.6 Provide sufficient parks and open spaces that are accessible to and meet the needs of current and anticipated future transit community members.
- 20.7 Improve access to affordable, healthy food through land use and economic development strategies.
- 20.8 Promote healthy housing by mitigating the potential noise and air quality impacts of proximity to busy roadways, such as freeways, such as through proactive land use regulations and building codes.

Public Health Agencies

- 20.9 Site facilities in transit communities or include transit access criteria in facilities siting decisions, where practicable.

Regional Equity Network and Advocacy Organizations

- 20.10 Engage community members on the benefits of walking and bicycling in coordination with local planning efforts and funding decisions.
- 20.11 Identify and advocate for strategic investments in transit communities that can protect and improve community and regional public health and the environment.

Recommended Actions

Priority Transit Communities for this Strategy

- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities
- Communities that score low on the Opportunity Mapping Health and Environment index



Strategy 21: Invest in Economic Vitality and Opportunity

Stakeholders across sectors call for greater coordination of economic development with high-capacity transit investments. While the economic development inherent to attracting growth will help support vibrant transit communities, additional strategies are needed to attract and retain existing and locally-owned businesses and to link transit community residents to family wage jobs. These economic development strategies were not a central component of the Growing Transit Communities work program, yet they are critical to the long-term success of these communities and should be a focus area for future work.

Recommended Actions

Puget Sound Regional Council

- 21.1 Use the opportunity mapping analysis to guide implementation of the central Puget Sound region's Regional Economic Strategy wherever appropriate, such as through workforce development for residents of limited access to opportunity areas, employment opportunities in growth sectors, and transportation connections to employment centers.
- 21.2 Target outreach efforts for the Regional Economic Strategy's planned Action Plan for women and minority-owned businesses to include the Equity Network and businesses within current and planned light rail station areas.
- 21.3 Promote greater representation of small, locally- and minority-owned businesses on the regional coalition, the Prosperity Partnership.
- 21.4 Promote better integration with VISION 2040 and Transportation 2040 in the next update to the Regional Economic Strategy. Encourage place-based strategies that locate jobs in transit communities and increase access to living-wage jobs throughout the region.
- 21.5 Highlight in the next update to the Regional Economic Strategy the need to improve transit access to employment as a means to achieve both economic development and equity objectives.
- 21.6 Adapt for regional application the lessons learned and recommendations from the work on small business retention and attraction conducted for the East Corridor Implementation Support project.
- 21.7 Work with local jurisdictions and appropriate stakeholders to explore tools to increase access to family wage jobs, such as through economic development, community benefits agreements, living wage ordinances, and other innovative approaches.

Transit Agencies

- 21.8 Work with local jurisdictions, as part of required environmental review processes, to identify business types or districts within transit communities that may be affected by transit investments.
- 21.9 Develop and maintain policies to encourage local hiring and outreach to women and minority-owned businesses in bidding processes.
- 21.10 Use a range of locally appropriate and effective tools to promote small business retention in impacted business districts.

Local Governments

- 21.11 Work with transit agencies to identify business types or districts within transit communities that may be at risk of adverse impacts from transit facility development or from subsequent land use and market changes.
- 21.12 Adopt economic development strategies, including business planning and technical assistance, and business attraction, retention, and stabilization, in order to support small businesses near transit that serve neighborhoods and broader cultural communities.
- 21.13 Promote greater multi-sector commercial diversity and employment opportunities through innovative zoning policies to encourage variety in the types of buildings and commercial uses and spaces in mixed-use zones.

Local chamber of commerce, business associations, community development corporations, labor organizations

- 21.14 Provide proactive technical assistance and collaborate with public sector agencies to develop community-based strategies to support business attraction and retention in transit station areas.

Priority Transit Communities for this Strategy

- Current and planned light rail station areas or other regionally significant transit communities in need of strategies to promote business retention.
- Communities that score low on the Opportunity Mapping Economic Health index



Strategy 22: Invest in Equitable Mobility Options

While high-capacity transit permits greater connectivity between the region's centers and transit nodes, there remains tremendous need to increase access to and funding for the high-capacity transit system for community residents and improve other mobility modes—such as local transit service, and bicycle and pedestrian infrastructure—within transit communities. The community engagement in current light rail station areas reveals that areas with greater immigrant populations are faced with greater impediments to accessing transit and the opportunity mapping analysis demonstrates that lower-income communities are correlated with needs for more mobility infrastructure investments. Improving mobility in these communities will open up greater access to education and employment, promote public health, and reduce transportation-related household expenses.

Recommended Actions

Puget Sound Regional Council

- 22.1 Ensure that regional transportation policies, plans, and funding criteria address social equity and the needs of transit dependent populations.
- 22.2 Use opportunity mapping to prioritize transportation infrastructure improvements to improve connectivity between residents of low-opportunity communities and locations with relatively high levels of employment, educational, and social opportunity.

Transit Agencies

- 22.3 Develop and maintain transit fares and programs, including the Regional Reduced Fare Permit, that provide affordable access to residents at all income levels.
- 22.4 Adopt programs and practices that make transit more legible, accessible, and usable to culturally and linguistically diverse communities.
- 22.5 Improve transit access for transit dependent populations, where funding permits and where supported by land uses, including frequent all-day service, bus service to fill service gaps that may be created between rail transit stops, and expanded local transit access to regional high-capacity transit.
- 22.6 Use opportunity mapping, or similar analyses, in transit service planning to provide enhanced transit connectivity between communities with good access to opportunity and residents of communities with limited access to opportunity.

Local Governments

- 22.7 Invest in facilities that increase connectivity and safety within transit communities, especially to transit stops and destinations frequented by communities of color, low-income residents, seniors, children, and people with disabilities.
- 22.8 Invest in programs that encourage residents of communities with limited access to opportunity to use non-motorized travel alternatives, such as bicycling programs, neighborhood walking maps, and safe routes to school efforts.

State

- 22.9 Adopt legislation providing greater options for local and regional governments to raise revenues for transit service.

Regional Equity Network and Advocacy Organizations

- 22.10 Build and maintain coalitions to advocate for state, regional, and local actions to increase funding for transit service in the region.

Priority Transit Communities for this Strategy

- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities
- Communities that score low on the Opportunity Mapping Equitable Mobility index



Strategy 23: Invest in Equitable Access to High Quality Education

Access to a quality education is a critical building block to a thriving and successful life. Currently there is established disparity in access to quality K-12 schools and higher education opportunities across the region's communities, both in terms of physical access to educational institutions and the education quality of the institutions themselves. The recommended actions in this strategy focus on the former: land use and transportation investments that improve physical access to education institutions. Identifying solutions to education quality barriers will require coordination and action across jurisdictions and sectors. Although these education quality strategies were not a central component of the Growing Transit Communities Partnership work program and are not addressed directly in the GTC Strategy, they are critical to the long-term success of these communities. Future work in this area will need to involve stakeholders that include a broad spectrum of educational providers and community representatives.

Recommended Actions

Puget Sound Regional Council

- 23.1 As part of the planned convening of higher education leaders to discuss whether higher education should be an identified industry cluster in the next update to the Regional Economic Strategy, address issues related to equitable access to higher education within the region.
- 23.2 Consider geographic targeting of job training programs and other vocational programs to communities with limited access to opportunity areas as part of implementation of the Regional Economic Strategy.

Transit Agencies

- 23.3 Consider the unique mobility needs of both students and staff at educational facilities.

Local Governments

- 23.4 Coordinate growth planning with education providers to promote the location of schools in proximity to transit and additional or expanded facilities in communities where new residential growth, especially households with children, is anticipated.

School Districts

- 23.5 Adopt policies and criteria that encourage new and expanded facilities in locations with a high level of transit service or planned for high-capacity transit in the future.
- 23.6 Incorporate local and regional growth plans and forecasts in facilities planning, including identifying potential school needs in transit communities.

Priority Transit Communities for this Strategy

- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities
- Communities that score low on the Opportunity Mapping Access to Quality Education index



Strategy 24: Invest in Public Safety in Transit Communities

Many stakeholders have identified public safety as a critical component of successful transit communities. A sense of public safety results from many factors, including real or perceived safety risk, quality and design of active and well-lit public spaces, and age and condition of buildings and housing stock. The recommended actions in this strategy focus on land use and transportation policies and investments that may enhance activity in public spaces and improve public safety. Such strategic community investments may help reduce neighborhood crime and increase community engagement. Although these strategies were not a central component of the Growing Transit Communities Partnership work program, they are critical to the long-term success of these communities and should be a focus area for future work.

Recommended Actions

Puget Sound Regional Council

24.1 Provide technical assistance and data where applicable to support local efforts to enhance neighborhood quality of life in transit communities.

Transit Agencies

24.2 Design transit stations as safe and inviting public spaces.

24.3 Provide for community safety through effective transit system policing.

24.4 Partner with community members and local public safety providers on facility design and transit security.

Local Governments

24.5 Incorporate design principles for improving activity and safety in public spaces, such as the current Crime Prevention Through Environmental Design (CEPTED), into land use codes and design guidelines for new transit community development.

24.6 Prioritize effective public safety patrols and response to transit communities with identified public safety needs to ensure the safety of both community residents and other transit station patrons.

Community and Cultural Organizations

24.7 Work with local governments and transit agencies to highlight community and enhancement opportunities and public safety needs.

Priority Transit Communities for this Strategy

- Transit communities with current high-capacity transit service or expected within 10 years, and other regionally significant transit communities
- Communities that score low on the Opportunity Mapping Neighborhood and Housing Quality index



CITY COUNCIL MINUTES REGULAR MEETING JANUARY 21, 2014

STUDY SESSION

Mayor Bruce Bassett called the Study Session to order at 6:04 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 and Mayor Bruce Bassett were present.

AB 4915 WSDOT, Sound Transit, and King County Metro Briefing Regarding R8A, East Link, Commuter Parking and Bus Intercept Proposal

Mike Cotton (Assistant Regional Administrator for King and Snohomish Counties) and Doug Haight (Design Project Engineer for the R8A Project) from the Washington State Department of Transportation presented an update on the status of the R8A project, which involves adding transit and HOV lanes to I-90 in anticipation of the closure of the center lanes for the East Link Project. They also spoke about the R8A project status and schedule for Stage 3.

Ron Lewis (East Link Executive Project Director) and Don Billen (East Link Deputy Project Director) from Sound Transit provided an update on the East Link Project and schedule planning.

King County staff, Diane Carlson (Regional Initiatives Director for the King County Executive's Office) and Victor Obeso (Manager of Service Development for King County Metro Transit), briefed the Council on bus service issues including possible service reductions. They also spoke about King County's proposal to fund transit through a new transportation benefit district funded by a potential annual vehicle fee of up to \$100 and a temporary sales tax of up to two-tenths of a cent.

Sound Transit staff discussed the current demand for the Island's park-and-ride lot as well as Sound Transit's commitment to provide funding (at least \$6.3 million) to address the City's loss of mobility to and from Mercer Island as a consequence of the I-90 center lane closure.

Sound Transit and Metro Transit staff then briefed the Council on a recent proposal made by Sound Transit to implement a "bus intercept" on Mercer Island. They explained that the bus intercept would involve certain I-90 corridor Metro and Sound Transit bus routes turning around on Mercer Island and meeting East Link passengers at the Island's light rail station instead of proceeding to Seattle for such purposes.

CALL TO ORDER & ROLL CALL

Mayor Bruce Bassett called the Regular Meeting to order at 8:00 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 and Mayor Bruce Bassett were present.

APPEARANCES

The following people expressed concern about King County Library System's (KCLS) remodel proposal for the Mercer Island Library:

Marcia Mellinger, 4630 90th Ave SE
Bryan Cairns, 7628 79th Ave SE

Kim Kendall, 6731 West Mercer Way
Dick Winslow, 3761 77th Ave SE

Suzanne Sanderson, 9320 SE 57th Street
Barbara Halliday, 2452 60th Ave SE
Carv Zwingle, 6250 East Mercer Way
Bart Dawson, 8812 SE 77th Place
Meg Lippert, 4052 94th Ave SE
Peggy Sue Juergens, 9130 SE 72nd Place
Michaela Brostrom, 7821 SE 71 St

Daniel Paull, 4120 94th Ave SE
Ida Woo, 6868 83rd Ave SE
Dave Myerson, 4260 Shoreclub Drive
Al Tyrrill, 7525 86th Ave SE
Joel Wachs, 7635 SE 29th Street
Ira Appelman, 4436 Ferncroft Road
Tom Imrich, 6231 Island Crest Way

Many of the speakers also asked that Council adopt a resolution which:

- Asks KCLS to delay proceeding with final designs and permit requests for at least 90 days, to provide opportunities for additional discussion and community participation concerning the scope and content of the proposed library remodel.
- Immediately appoints a City Council representative and/or a library advisory board to provide adequate opportunities for input and community participation concerning the scope and content of the proposed library remodel and to work cooperatively with KCLS to help guide and plan library improvements.
- Includes a request that City staff be directed to help with traffic impacts from KCLS moving to Holy Trinity Lutheran Church during school construction slated for this summer if the school bond passes.
- Asks KCLS to follow the guidelines in the strategic plan and 2004 bond measure.

Mayor Bruce Bassett informed the audience that KCLS will be presenting to the Council at the Planning Session.

Sue Stewart, 3205 84th Ave SE, on behalf of the Friends of Luther Burbank Park, congratulated the Parks & Recreation staff on the updates plan. She spoke about Friends involvement with the Parks & Recreation Department and their work in the Park.

MINUTES

Regular Meeting Minutes of November 4, 2013

It was moved by Brahm; seconded by Grausz to:

Adopt the Regular Meeting Minutes of November 4, 2013 as written.

Passed 6-0

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

ABSTAIN: 1 (Wong)

Regular Meeting Minutes of November 18, 2013

It was moved by Brahm; seconded by Brahm to:

Adopt the Regular Meeting Minutes of November 18, 2013 as written.

Passed 6-0

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

ABSTAIN: 1 (Wong)

Regular Meeting Minutes of December 2, 2013

It was moved by Brahm; seconded by Bertlin to:

Adopt the Regular Meeting Minutes of December 2, 2013 as written.

Passed 6-0

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

ABSTAIN: 1 (Wong)

Regular Meeting Minutes of January 6, 2014

It was moved by Brahm; seconded by Bertlin to:

Adopt the Regular Meeting Minutes of January 6, 2014 as written.

Passed 7-0

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

CONSENT CALENDAR

Councilmember Cero requested removal of AB 4914: Transportation Consultant Contract - SE 40th St Cumulative Impacts Analysis from the Consent Calendar. Mayor Bassett moved AB 4914 to the first item of Regular Business.

Payables: \$449,963.60 (01/09/14)

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

Payroll: \$744,772.52 (01/10/14)

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

AB 4914 Transportation Consultant Contract - SE 40th St Cumulative Impacts Analysis

Councilmember Cero asked about the possible decrease in traffic on SE 40th Street since more people would be walking and the need for a consultant for the SEPA analysis. Deputy Mayor Grausz asked about the need to award a contract before the school bond has passed. City Engineer Patrick Yamashita responded.

It was moved by Brahm; seconded by Senn to:

Appropriate \$45,000 from the Street Fund for the SE 40th Street cumulative impacts analysis.

Passed 5-2

FOR: 5 (Bassett, Bertlin, Brahm, Senn, Wong)

AGAINST: 2 (Cero, Grausz)

AB 4911 2014-2019 Parks and Recreation Plan Update (2nd Reading & Adoption)

Parks Natural Resources Coordinator Paul West presented the revised Parks and Recreation Plan for adoption. He spoke about the public process for gathering comments and the changes to the Plan since the first draft. The Council asked questions and provided additional comments and changes to the Plan.

It was moved by Senn; seconded by Brahm to:

Pass Resolution No. 1476 adopting the 2104-2019 Mercer Island Parks and Recreation Plan as amended.

Passed 7-0

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

AB 4913 Development Services Group Budget Authorization

Development Services Director Scott Greenberg presented information requesting an additional 2014 budget appropriation of \$203,000 for an additional on-call building plan reviewer and inspector, additional planning services, an on-call utility/street inspector, and a Permit Coordinator. He noted that this request would increase staff's capacity to review and process permits for the proposed Mercer Island School District projects if the school bond measure passes in February 2014 and provide additional staff to handle the higher than expected permit activity levels. He stated that these requests would be funded by the Mercer Island School District permit fees and increased permit activity revenue.

Finance Director Chip Corder responded to questions from the Council regarding the staff request from last fall and this proposal. City Manager Treat noted that these requests are being proposed incrementally as needed.

It was moved by Senn; seconded by Brahm to:

Appropriate \$60,000 for on-call building plan review and inspection services, \$50,000 for planning services, and \$20,000 for on-call utility and street inspection services in 2014, contingent upon voter approval of the Mercer Island School District's February 2014 bond measure.

It was moved by Grausz; seconded by Cero to:

Amend the previous motion as follows:

...and reflect in the 2014 budget offsetting revenue increases to pay for these additional costs.

Motion to Amend Passed 7-0

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

Amended Motion Passed 7-0

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

The final language of the motion is as follows:

Appropriate \$60,000 for on-call building plan review and inspection services, \$50,000 for planning services, and \$20,000 for on-call utility and street inspection services in 2014, contingent upon voter approval of the Mercer Island School District's February 2014 bond measure and reflect in the 2014 budget, offsetting revenue increases to pay for these additional costs.

It was moved by Senn; seconded by Brahm to:

Appropriate \$30,000 for on-call utility and street inspection services and \$43,000 for a part-time Permit Coordinator in 2014, which will be funded by revenue from increased permit activity.

Passed 7-0

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

OTHER BUSINESS

Councilmember Absences

Deputy Mayor Grausz will be absent March 31.

Planning Schedule

2014 Planning Session will be January 24-26 at the Mercer Island Community & Event Center.

Board Appointments

Mayor Bassett passed out the 2014 City Council liaison appointments.

Councilmember Reports

Councilmember Cero spoke about the Renton Airport Advisory Committee's recommendation about the new flight procedures. He expressed concern about parking requirements as the parking garage at The Islander (Aviara Building) was very full at dinnertime, even though there are still three open storefronts.

Councilmember Senn noted that she also had the same experience with parking in the Aviara Building.

Councilmember Brahm spoke about the January Arts Council meeting: a new online library detailing all of the City's public art; call for artists for a mural for the tennis wall at Luther Burbank Park; first gallery show of 2014 is at the Community Center.

Councilmember Bertlin noted that Councilmembers would no longer be attending Planning Commission and Design Commission meetings as liaisons.

City Attorney Katie Knight provided information about the change. Councilmember Cero requested that the Council have the opportunity to weigh in on the decision.

Councilmember Bertlin spoke about the KCLS MI Library remodel proposal. She asked for further information about what role the Council can have in this process. She thanked Fire Chief Chris Tubbs for his help in gathering information about the new fire station.

Councilmember Wong spoke about attending workshops for newly elected officials over the past couple of weeks.

Mayor Bassett asked Councilmember Wong, Councilmember Bertlin and Deputy Mayor Grausz to get together frame the discussion after the KCLS presentation at the planning session. He noted that he would be attending City Days at the legislature next week. He spoke about the recent SCA training conference and meeting.

EXECUTIVE SESSION

Mayor Bruce Bassett convened the Executive Session at 10:05 pm to discuss negotiations and proceedings related to collective bargaining agreements pursuant to RCW 42.30.140(4)(b) for approximately 30 minutes.

The Mayor adjourned the Executive Session at 10:35 pm.

ADJOURNMENT

The Regular Meeting was adjourned at 10:36 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	167846-168104	01/24/14	\$ 1,819,648.49
			\$ 1,819,648.49

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00167846	01/13/2014	WA DEPT OF FISH AND WILDLIFE PERMIT FEE HPA		OH002124	01/09/2014	150.00
00167847	01/16/2014	BARNES, HARVEY L FLEX SPEND REIMB		01/10/2014	01/10/2014	894.39
00167848	01/16/2014	BOETTCHER, GLENN FLEX SPEND REIMB		01/10/2014	01/10/2014	380.00
00167849	01/16/2014	CORK, TAMBI A FLEX SPEND REIMB		01/10/2014	01/10/2014	300.00
00167850	01/16/2014	DEACH, THOMAS FLEX SPEND REIMB		01/10/2014	01/10/2014	153.41
00167851	01/16/2014	FLETCHER, BRUCE FLEX SPEND REIMB		01/10/2014	01/10/2014	103.72
00167852	01/16/2014	GORDON, DARRELL FLEX SPEND REIMB		01/10/2014	01/10/2014	500.00
00167853	01/16/2014	HOLMES, EDWARD J FLEX SPEND REIMB		01/10/2014	01/10/2014	520.00
00167854	01/16/2014	HORSCHMAN, BRENT FLEX SPEND REIMB		01/10/2014	01/10/2014	1,038.00
00167855	01/16/2014	KENWORTHY, LES FLEX SPEND REIMB		01/10/2014	01/10/2014	828.80
00167856	01/16/2014	MANRIQUEZ, CHERYL R FLEX SPEND REIMB		01/10/2014	01/10/2014	326.28
00167857	01/16/2014	MCWATTERS, BRIAN FLEX SPEND REIMB		01/10/2014	01/10/2014	370.00
00167858	01/16/2014	MORRIS, JOSEPH P FLEX SPEND REIMB		01/10/2014	01/10/2014	2,500.00
00167859	01/16/2014	PHILEN, SUZANNE FLEX SPEND REIMB		01/10/2014	01/10/2014	505.96
00167860	01/16/2014	PINEAU, LINDA FLEX SPEND REIMB		01/10/2014	01/10/2014	913.41
00167861	01/16/2014	SPIETZ, ALLISON FLEX SPEND REIMB		01/10/2014	01/10/2014	57.85
00167862	01/16/2014	CENTURYLINK PHONE USE JANUARY 2014		OH002115	01/01/2014	886.65
00167863	01/16/2014	DRUSCHBA, JOHN F MAIN BREAK EXPENSES		OH002118	01/09/2014	16.94
00167864	01/16/2014	GAVIGLIO, MIKE MILEAGE EXPENSE		OH002122	01/09/2014	149.04
00167865	01/16/2014	MOLTZ, ERIC MAIN BREAK EXPENSES		OH002119	01/09/2014	14.00
00167866	01/16/2014	THOMAS-SCHADT, MERRILL OFFICE CALENDAR		OH002116	01/08/2014	21.85
00167867	01/16/2014	WALKER JR, RUDY MAIN BREAK EXPENSES		OH002121	01/09/2014	58.07
00167868	01/16/2014	WILDFANG CONSTRUCTION REFUND HYDRANT METER DEPOSIT		OH002123	01/10/2014	2,400.00
00167869	01/16/2014	ABBOTT, RICHARD LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167870	01/16/2014	ADAMS, RONALD E LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167871	01/16/2014	AUGUSTSON, THOR LEOFF1 Medicare		FEB2014	01/15/2014	104.90

Accounts Payable Report by Check Number

Check No	Check Date	Vendor Name/Description	PO #	Invoice #	Invoice Date	Check Amount
00167872	01/16/2014	BARNES, WILLIAM LEOFF1 Medicare		FEB2014	01/15/2014	1,447.46
00167873	01/16/2014	BECKER, RON LEOFF1 Medicare		FEB2014	01/15/2014	620.20
00167874	01/16/2014	BOOTH, GLENDON D LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167875	01/16/2014	CALLAGHAN, MICHAEL LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167876	01/16/2014	COOPER, ROBERT LEOFF1 Excess Benefit		FEB2014	01/15/2014	1,306.73
00167877	01/16/2014	DEEDS, EDWARD G LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167878	01/16/2014	DEVENY, JAN P LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167879	01/16/2014	DOWD, PAUL LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167880	01/16/2014	ELSOE, RONALD LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167881	01/16/2014	GLISAN, ANDREW LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167882	01/16/2014	GOODMAN, J C LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167883	01/16/2014	GROSCOST, CURTIS E FLEX SPEND ACCT REIMB		OH002125	01/10/2014	2,500.00
00167884	01/16/2014	HAGSTROM, JAMES LEOFF1 Medicare		FEB2014	01/15/2014	209.80
00167885	01/16/2014	JOHNSON, CURTIS LEOFF1 Medicare		FEB2014	01/15/2014	756.49
00167886	01/16/2014	KUHN, DAVID LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167887	01/16/2014	LEE, WALLACE LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167888	01/16/2014	LEOPOLD, FREDERIC LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167889	01/16/2014	LYONS, STEVEN LEOFF1 Medicare		FEB2014	01/15/2014	107.90
00167890	01/16/2014	MYERS, JAMES S LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167891	01/16/2014	PROVOST, ALAN LEOFF1 Excess Benefit		FEB2014	01/15/2014	1,197.05
00167892	01/16/2014	RAMSAY, JON LEOFF1 Medicare		FEB2014	01/15/2014	464.10
00167893	01/16/2014	SCHOENTRUP, WILLIAM LEOFF1 Medicare		FEB2014	01/15/2014	813.94
00167894	01/16/2014	SMITH, RICHARD LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167895	01/16/2014	TOOLEY, NORMAN LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167896	01/16/2014	WALLACE, THOMAS LEOFF1 Medicare		FEB2014	01/15/2014	104.90
00167897	01/16/2014	WEGNER, KEN LEOFF1 Medicare		FEB2014	01/15/2014	104.90

Accounts Payable Report by Check Number

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00167898	01/16/2014	AWC 2014 MEMBERSHIP FEE	P80682	OH002126	12/20/2013	15,442.00
00167899	01/16/2014	BANK OF NEW YORK, THE MERGO04 Admin Fee 12/13 to 12/	P80784	1111581219/20/21	12/19/2013	903.50
00167900	01/16/2014	BECKER, RON FRLEOFF1 Retiree Medical Expen	P80724	OH002133	01/09/2014	6,541.00
00167901	01/16/2014	CADCA Annual membership dues to CADC	P80733	OH002134	01/09/2014	200.00
00167902	01/16/2014	CHERYL COHEN & ASSOCIATES January 1 - July 1, 2014 Emplo	P80723	OH002127	01/01/2014	3,312.30
00167903	01/16/2014	COLUMBIA FORD POLICE REPLACEMENT FOR 427	P79748	3E536	01/02/2014	83,454.87
00167904	01/16/2014	CRYSTAL AND SIERRA SPRINGS Monthly water service for LB	P80610	5277493010114	01/01/2014	173.69
00167905	01/16/2014	DEPARTMENT OF ECOLOGY ANNUAL STORMWATER PERMIT (July	P80655	2014WAG992044	12/04/2013	474.00
00167906	01/16/2014	DMCJA Judge Association Annual Dues	P80666	OH002130	01/08/2014	375.00
00167907	01/16/2014	DMCMA Court Administrator Dues - Tra	P80669	OH002129	01/08/2014	150.00
00167908	01/16/2014	FIRE PROTECTION INC FIRE ALARM MONITORING	P80754	15762	12/31/2013	84.75
00167909	01/16/2014	GRAFIX SHOPPE SHIPPING/HANDLING	P80643	90836/90645	11/25/2013	2,267.48
00167910	01/16/2014	HARRIS COMPUTER SYSTEMS 2014 Annual Computer Support	P80772	MN000695	10/31/2013	23,496.07
00167911	01/16/2014	HONEYWELL, MATTHEW V Public Defender Inv #777	P80777	777	01/08/2014	860.00
00167912	01/16/2014	INTERIOR FOLIAGE CO, THE INTERIOR CITY HALL PLANTS	P80752	32034	01/01/2014	271.34
00167913	01/16/2014	J T NEWS Ad - specials section	P80747	11021	01/10/2014	295.00
00167914	01/16/2014	JOHNSON, CURTIS FRLEOFF1 Retiree Medical Expen	P80726	OH002135	01/09/2014	300.00
00167915	01/16/2014	KCMCA AS Membership Dues	P80716	OH002141	01/10/2014	40.00
00167916	01/16/2014	KING COUNTY 2014 ETP Membership Dues	P80679	ETP052014	12/13/2013	200.00
00167917	01/16/2014	MI HARDWARE - FIRE Misc. Station/Household Items	P80735	OH002140	10/31/2013	21.46
00167918	01/16/2014	MI HARDWARE - ROW MISC. HARDWARE FOR THE MONTH O	P80635	OH002139	12/31/2013	4.52
00167919	01/16/2014	NPELRA ADMINISTRATIVE OFFICE 2014 Membership Dues for Onlin	P80730	OTSEGLE29201	01/09/2014	99.00
00167920	01/16/2014	PALAZZO, C MICHAEL Final Balance Due Prior to 1/2	P80773	01100201401	01/06/2014	2,500.00
00167921	01/16/2014	PROJECT A INC Website Hosting 1/1-3/31	P80718	14260	01/01/2014	900.00
00167922	01/16/2014	PROVOST, ALAN FRLEOFF1 Retiree Medical Expen	P80725	OH002136	01/09/2014	193.98
00167923	01/16/2014	PUGET SOUND ENERGY Partial utility pymnt for EA c	P80734	OH002138	01/09/2014	300.00

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00167924	01/16/2014	RAMSAY, JON FRLEOFF1 Retiree Medical Expen	P80727	OH002137	01/09/2014	277.52
00167925	01/16/2014	SCA 2014 Membership Dues	P80745	2412	01/01/2014	12,718.66
00167926	01/16/2014	STORAGE COURT LLC FS 92 TEMP HOUSING JAN-SEPT 20	P80761	OH002128	12/26/2013	2,500.00
00167927	01/16/2014	USA MOBILITY WIRELESS INC Pager monthly fee	P80626	X3739542A	12/31/2013	78.88
00167928	01/16/2014	WA ST BAR ASSN Washington State Bar Associati	P80667	OH002131	01/08/2014	355.00
00167929	01/16/2014	WA ST LICENSING VEHICLE LICENSING FOR NEW POLI	P80767	OH002143	01/13/2014	174.25
00167930	01/16/2014	WAPRO AS 2014 Membership Dues	P80715	OH002142	01/10/2014	25.00
00167931	01/16/2014	X5 SOLUTIONS INC Telephone - Long Distance	P80621	OH002144	01/01/2014	216.73
00167932	01/16/2014	ZOLL DATA SYSTEMS INC Rescuenet Maintenance	P80742	9011101	12/02/2013	1,379.70
00167933	01/16/2014	AMERICAN WATER WORKS ASSOC ANNUAL MEMBERSHIP DUES	P80531	7000747514	11/23/2013	200.00
00167934	01/16/2014	CINTAS CORPORATION #460 Rug cleaning service for Luthe	P80608	460800892	01/09/2014	70.54
00167935	01/16/2014	DIGITAL PAYMENT TECHONOLOGIES 2014 charges for Boat Launch t	P80774	191730	01/01/2014	82.13
00167936	01/16/2014	EPSCA MONTHLY RADIO ACCESS FEES 44 R	P80645	7664	01/01/2014	3,730.13
00167937	01/16/2014	EXTEND NETWORKS INC Dell equalLogic HDD 500GB & sh	P80622	1313356	01/06/2014	369.56
00167938	01/16/2014	HALL, HORACE DOCK LEASE - 2014	P46369	OH002166	02/01/2014	250.00
00167939	01/16/2014	KING COUNTY FINANCE MONTHLY SEWER JAN-DEC 2014	P80629	30004960	01/01/2014	351,902.76
00167940	01/16/2014	MAILFINANCE INC 2014 postage meter lease for L	P80618	H4404218	12/29/2013	178.84
00167941	01/16/2014	MI SCHOOL DISTRICT #400 2014 Mary Wayte Pool Agreement	P80616	OH002164	01/06/2014	10,416.67
00167942	01/16/2014	MICROFLEX TAXTOOLS ANNUAL PROCESSING SER	P80755	00021672	01/07/2014	1,200.00
00167943	01/16/2014	NORCOM FIRE DISPATCH 2014	P80683	0000066/0000067	01/01/2014	147,204.25
00167944	01/16/2014	RESTORATION LOGISTICS LLC Ivy rings in Mercerdale	P80720	1114	01/08/2014	695.33
00167945	01/16/2014	SOCIETY FOR HUMAN RESOURCE MGT 2014 Membership Dues ID: 01187	P80729	OH002167	01/09/2014	185.00
00167946	01/16/2014	STORAGE COURT OF MERCER ISLAND FS 92 APPARATUS STORAGE THRU S	P80331	OH002165	01/10/2014	2,250.00
00167947	01/16/2014	A HIGHER PLANE REFINISH GYM & DANCE ROOM FLOO	P80760	OH002148	12/23/2013	2,496.60
00167948	01/16/2014	AKANA, JANELLE H Instruction services for Power	P80692	14276	12/31/2013	146.22
00167949	01/16/2014	DATASITE NORTHWEST CONTAINER DELIVERY & PICK UP,	P80757	13121492	12/31/2013	229.00

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00167950	01/16/2014	EARTHWORK ENTERPRISES INC NEIGHBORHOOD STORMWATER	P80644	2008400/402/403	11/27/2013	48,959.14
00167951	01/16/2014	EVERSON'S ECONO-VAC INC STORMWATER PIPELINE ASSESSMENT	P80671	072215	11/25/2013	590.89
00167952	01/16/2014	FERGUSON ENTERPRISES INC INVENTORY PURCHASES	P80699	0402506/0402541	11/14/2013	1,081.91
00167953	01/16/2014	FURY SITE WORKS INC 7326 78TH AVE SE GATE VALVE	P80642	CMI1125132	11/25/2013	3,302.20
00167954	01/16/2014	GOLDER ASSOCIATES INC GROUNDWATER COMPLIANCE MONITOR	P77173	370445	12/06/2013	6,095.38
00167955	01/16/2014	KIRKLAND FIRE DEPARTMENT Z1 Trench Tech/Bastrom, Givens	P76986	0709201322	07/09/2013	1,350.00
00167956	01/16/2014	KROESENS INC Fire Marshal Uniform	P80633	8440/16676	11/07/2013	573.56
00167957	01/16/2014	MI SCHOOL DISTRICT #400 CITY FUEL AT SCHOOL DISTRICT S	P80670	20131112	12/16/2013	1,552.11
00167958	01/16/2014	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P80681	OH002152	12/31/2013	3,349.94
00167959	01/16/2014	MILLER HULL PARTNERSHIP LLC FIRE STATION 92 - DESIGN	P77577	0000013	12/10/2013	1,644.43
00167960	01/16/2014	MIVAL Gallery sales 10/28 to 12/20	P80748	OH002147	12/20/2013	4,991.49
00167961	01/16/2014	MOUNTAINS TO SOUND 2013 Allocation of Funds Servi	P80744	1972	12/20/2013	10,000.00
00167962	01/16/2014	NORTH LAKE MARINA- FUEL FOR PATROL 11	P80675	069453	12/12/2013	387.12
00167963	01/16/2014	OMEGA CONTRACTORS PUMP STATION ELECTRICAL	P79362	OH002145	12/04/2013	34,883.80
00167964	01/16/2014	REDMOND, CITY OF 3rd/4th Quarter App. Maint.	P80719	722/775	11/15/2013	24,234.81
00167965	01/16/2014	RESTORATION LOGISTICS LLC 2013-14 Open Space Vegetation	P77464	1088	10/14/2013	1,546.60
00167966	01/16/2014	RHOADES, LANCE Literary classics on film prog	P80693	OH002146	12/17/2013	1,350.00
00167967	01/16/2014	SHERWIN-WILLIAMS CO, THE PAINT ART ROOM	P80751	85947	01/03/2014	30.30
00167968	01/16/2014	SOREANO'S PLUMBING INC REPAIR OF VARIOUS LEAKS AT N F	P80756	36589	12/27/2013	1,401.60
00167969	01/16/2014	UTILITIES UNDERGROUND LOCATION DEC. UTILITY NOTIFICATION TICK	P80678	3120155	12/31/2013	178.64
00167970	01/16/2014	WA ASPHALT PAVEMENT ASSOC ASPHALT PAVEMENT TRAINING CONF	P80768	18993	04/18/2013	180.00
00167971	01/16/2014	AUTONATION REPAIR PARTS	P80657	9246/2831/2907	12/31/2013	111.75
00167972	01/16/2014	CARQUEST AUTO PARTS STORES FLEET REPAIR PARTS/INVENTORY -	P80676	OH002154	12/31/2013	499.02
00167973	01/16/2014	CUMMINS NORTHWEST INC SEMI ANNUAL GENERATOR INSPECTI	P80650	00185757/0018793	12/03/2013	5,139.36
00167974	01/16/2014	DEPT OF ENTERPRISE SERVICES WinPro 8.1 SNGL Upgrd MVL	P80190	2013120047	12/06/2013	776.97
00167975	01/16/2014	G&K SERVICES DECEMBER COVERALL/LAUNDRY SERV	P80762	OH002155	12/31/2013	537.92

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00167976	01/16/2014	METROPRESORT Printing and Mailing of Annual	P80771	458683	12/24/2013	5,131.82
00167977	01/16/2014	MI HARDWARE - BLDG MISC. HARDWARE FOR THE MONTH O	P80677	OH002159	12/31/2013	86.07
00167978	01/16/2014	MI HARDWARE - MAINT MISC. HARDWARE FOR THE MONTH O	P80646	OH002160	12/31/2013	551.96
00167979	01/16/2014	MI HARDWARE - P&R Custodial supplies for MICEC	P80652	OH002156	12/31/2013	15.75
00167980	01/16/2014	MI HARDWARE - UTILITY MISC. HARDWARE FOR THE MONTH O	P80632	OH002158	12/31/2013	203.52
00167981	01/16/2014	MI HARDWARE - YFS Tshop operating supplies	P80731	OH002157	12/31/2013	9.93
00167982	01/16/2014	MOBERLY AND ROBERTS Contract Prosecutor	P80778	426	01/01/2014	5,000.00
00167983	01/16/2014	OVERLAKE OIL 180 GAL DIESEL DELIVERY TO THE	P80641	0164306IN	12/17/2013	629.80
00167984	01/16/2014	SANDERSON SAFETY SUPPLY MANYARDS & HARNESS	P80721	612741601/603	12/13/2013	358.92
00167985	01/16/2014	SEATTLE AUTOMOTIVE DIST INC Misc. Apparatus Parts	P80739	S1162338	12/03/2013	21.70
00167986	01/16/2014	SEATTLE BOAT COMPANY DECEMBER MARINE FUEL	P80765	OH002153	01/02/2014	927.90
00167987	01/16/2014	WASHINGTON STATE PATROL Background checks/CPL's	P80763	I14004770	01/02/2014	66.00
00167988	01/16/2014	WOODINVILLE AUTO PARTS INC DECEMBER REPAIR PARTS/INVENTOR	P80654	OH002161	12/31/2013	594.66
00167989	01/16/2014	AT&T MOBILITY ROW WIRELESS DATA CHARGES	P80653	7404045X01022014	12/24/2013	106.47
00167990	01/16/2014	BELLEVUE FIN DEPT, CITY OF Regional Hiring Consortium Fee	P80631	28603	12/20/2013	1,504.20
00167991	01/16/2014	CDW GOVERNMENT INC MS GSA OFFICE PRO PLUS 2013	P80514	HV93506	12/23/2013	381.10
00167992	01/16/2014	CEDAR GROVE COMPOSTING INC MEDIUM BARK (15 YDS)	P80566	0000154289	12/17/2013	579.81
00167993	01/16/2014	LW PRODUCTS PRV VAULT LIDS	P79675	14278	12/24/2013	13,816.93
00167994	01/16/2014	MORGAN SOUND Installation of media equipmen	P80659	MSI76414/410/445	12/27/2013	14,401.36
00167995	01/16/2014	MORRIS-HANSEN ENT INC CITY HALL & MAINT WINDOWS AND	P80690	41455	12/27/2013	2,633.15
00167996	01/16/2014	O'REILLY AUTOMOTIVE INC Misc. Apparatus Parts	P80737	OH002162	12/23/2013	23.00
00167997	01/16/2014	PACIFIC AIR CONTROL INC CITY HALL BOILER AND COOLING T	P80691	170419	12/23/2013	4,897.92
00167998	01/16/2014	PACIFIC MODULAR CARPET CARE N FIRE STATION	P80688	I9989	12/18/2013	750.75
00167999	01/16/2014	PLATT ELECTRIC FUSE CONNECTORS	P80702	B429567	12/27/2013	101.05
00168000	01/16/2014	PRAXAIR DISTRIBUTION INC ACETYLENE AND OXYGEN TANK RENT	P80673	48178199	12/27/2013	48.05
00168001	01/16/2014	SEATTLE, CITY OF December 2013 Water Purchases	P80783	OH002163	01/06/2014	98,971.30

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00168002	01/16/2014	SHELPHIL - BATTERIES PLUS Stock Batteries	P80743	897235792	12/26/2013	56.37
00168003	01/16/2014	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P80700	502936101/503010	12/16/2013	383.66
00168004	01/16/2014	THERMATECH NORTHWEST FS 92 ASBESTOS ABATEMENT	P80664	201301111	12/19/2013	20,197.28
00168005	01/16/2014	TRAFFIC SAFETY SUPPLY INVENTORY PURCHASES	P80564	977716	12/17/2013	1,880.48
00168006	01/16/2014	VERIZON WIRELESS NT Data Usage for iPad	P80788	9717184484	12/23/2013	948.33
00168007	01/16/2014	VERIZON WIRELESS Cell Charges/Fire	P80758	9717184485	12/23/2013	696.26
00168008	01/16/2014	WALTER E NELSON CO Station Household Supplies	P80634	426595	12/16/2013	667.95
00168009	01/16/2014	WASHINGTON FITNESS SERV INC Repair Technogym exercise equi	P80658	W14626	12/30/2013	1,332.03
00168010	01/16/2014	WESTHILL ELECTRONICS UHF Repeaters/Station 92	P80736	2076	12/20/2013	932.94
00168016	01/21/2014	US BANK CORP PAYMENT SYS GOURMONDOCATERING.COM		2441289336170058	12/31/2013	10,400.43
00168018	01/21/2014	US BANK CORP PAYMENT SYS BACKUPIFY		2431605400454830	01/06/2014	3,622.69
00168019	01/21/2014	DEPARTMENT OF HEALTH RENEWAL FOR 2014 CERTIFICATION	P80780	OH002168	01/14/2014	42.00
00168020	01/21/2014	GRCC/BAT RENEWAL FOR 2014 BAT Certifica	P80779	OH002169	01/14/2014	42.00
00168021	01/23/2014	DICKERSON, CELESTINE JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	19.49
00168022	01/23/2014	DOUGHERTY, DARIN JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	22.03
00168023	01/23/2014	ERICKSON, NANCY JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	27.80
00168024	01/23/2014	GRIFFIN, MARISA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	19.24
00168025	01/23/2014	HYDE, SANDRA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	26.01
00168026	01/23/2014	ICHIM, CONSTANTA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	24.31
00168027	01/23/2014	JOHNSON, KENDRA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	12.95
00168028	01/23/2014	KNASIAK, EWA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	23.22
00168029	01/23/2014	KNOTT, KENNETH MILEAGE EXPENSE		NOV2013	12/19/2013	111.42
00168030	01/23/2014	MENDOZA, MINERVA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	20.52
00168031	01/23/2014	NGUYEN, TUAN JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	22.57
00168032	01/23/2014	NICHOLSON, JOSHUA JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	11.99
00168033	01/23/2014	PARSELL, ANN JUROR SERVICE REIMBURSEMENT		121813	12/18/2013	15.03

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00168034	01/23/2014	ANDERSON, RODNEY M WORK CLOTHES		011114	01/11/2014	119.34
00168035	01/23/2014	BAKER, DENNIS L MILEAGE EXPENSE		001214	01/16/2014	29.12
00168036	01/23/2014	CENTURYLINK PHONE USE JAN 2014		010114	01/01/2014	2,475.43
00168037	01/23/2014	HOUVENER, ZACHARY SEATTLE WEDDING SHOW EXPENSES		011214	01/12/2014	19.70
00168038	01/23/2014	LARSON, ANDREA C SEATTLE WEDDING SHOW EXPENSES		011114	01/11/2014	6.55
00168039	01/23/2014	LEYDE, CASEY MILEAGE EXPENSE		011214	01/16/2014	80.64
00168040	01/23/2014	MOSCHETTI, MARILYN PERMIT REFUND		1307173	01/12/2014	75.00
00168041	01/23/2014	NORTH BLUFF DEVELOPMENTS LTD REDUCED FEE REFUD		00134802	01/16/2014	281.50
00168042	01/23/2014	PANDEY, SUDHANSHU REPLACE WARRANT 167217		012114	01/21/2014	350.00
00168043	01/23/2014	PROVOST, ALAN DEC 2013 LEOFF1 RET MEDI		011614	01/16/2014	314.70
00168044	01/23/2014	PUGET SOUND ENERGY ENERGY USE JAN 2014		010614	01/06/2014	3,547.25
00168045	01/23/2014	PULTS, STEPHEN 2014 MIYFS RETREAT EXPENSES		011514	01/10/2014	452.94
00168046	01/23/2014	ROCK, R BRIAN MILEAGE EXPENSE		011214	01/21/2014	52.08
00168047	01/23/2014	ANCHOR QEA LLC Shoreline Restoration Design f	P78290	36500/36499	01/13/2014	9,548.00
00168048	01/23/2014	BRANOM INSTRUMENTS CO. Yearly Calibration of Backflow	P80157	519570	12/17/2013	111.28
00168049	01/23/2014	CULLIGAN Water Service/Fire	P80834	201401672721	12/31/2013	141.51
00168050	01/23/2014	CUMMINS NORTHWEST INC SHOP GENERATOR MAINTENANCE NOV	P80797	0184480	11/25/2013	290.45
00168051	01/23/2014	ESSENTIAL MASSAGE THERAPY Monthly reflexology for Senior	P80856	OH002177	01/21/2014	240.00
00168052	01/23/2014	FAMILYLIFE SERVICES Monthly consultations for clin	P80809	2365	01/10/2014	80.00
00168053	01/23/2014	FURY SITE WORKS INC 7325 78th AVE SE BURIED MANHOL	P80766	CMI1122132	11/22/2013	21,762.23
00168054	01/23/2014	HEALTHFORCE PARTNERS LLC TB/Flu Shots	P80832	18123	12/18/2013	1,294.00
00168055	01/23/2014	HOLLYWOOD LIGHTS INC Holiday Lighting Displays 2011	P69955	5037812/5169612	12/09/2013	8,437.50
00168056	01/23/2014	JOHN PASTOR MD Monthly clinical consultations	P80807	OH002174	01/02/2014	150.00
00168057	01/23/2014	K&L GATES LLC NEPA I-90 INV #28827 File #206	P80782	2882070	01/09/2014	47.50
00168058	01/23/2014	KC FINANCE Basin 10 & 32B Dissolved Metal	P80418	3562835875	01/13/2013	30,963.51
00168059	01/23/2014	KEYBANK NATIONAL ASSOC Account Analysis 2013	P80839	13120000298	01/11/2014	9,435.46

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00168060	01/23/2014	KING CO PROSECUTING ATTORNEY COURT REMITTANCE KC CRIME VICT	P80844	OH002176	12/31/2013	189.70
00168061	01/23/2014	KPG Transportation Planning Review	P80400	122513	01/15/2014	1,440.00
00168062	01/23/2014	LEXISNEXIS Library Subscription	P80802	1312968833	12/31/2013	222.22
00168063	01/23/2014	METROPRESORT Printing and Mailing December	P76465	458520/709/873/9	12/19/2013	1,982.22
00168064	01/23/2014	MI SCHOOL DISTRICT #400 Remit 4th quarter 2013 MIHS St	P80840	OH002172	12/31/2013	15,127.00
00168065	01/23/2014	MI UTILITY BILLS PAYMENT OF UTILITY BILLS FOR W	P80847	OH002170	12/31/2013	447.04
00168066	01/23/2014	MORRIS-HANSEN ENT INC LUTHER BURBANK WINDOWS AND GUT	P80846	41457	12/27/2013	540.25
00168067	01/23/2014	PUBLIC SAFETY SELECTION PC Hiring eval-Boyce	P80826	2583	12/31/2013	350.00
00168068	01/23/2014	ROMAINE ELECTRIC CORP Misc. Apparatus Parts	P80838	1908173	12/02/2013	169.64
00168069	01/23/2014	SCORE 2 prisoner days	P80825	599	01/13/2014	270.00
00168070	01/23/2014	SUPERIOR NW Tree removal at Slater Park	P79378	6364	10/24/2013	1,243.34
00168071	01/23/2014	TUSCAN ENTERPRISES INC Signage/Station 91	P80863	765440	12/29/2013	645.23
00168072	01/23/2014	WA ST DEPT OF TRANSPORTATION Trail Lease project costs	P76702	RE41JA7473L015	01/14/2014	1,881.74
00168073	01/23/2014	WA ST TREASURER'S OFFICE Remit DEC2013 Building Surchar	P80841	OH002173	12/31/2013	121.50
00168074	01/23/2014	WASHINGTON STATE PATROL Background Checks Invoice #	P80860	114004148	01/02/2014	30.00
00168075	01/23/2014	WAVE ELECTRICAL LLC COMM CNTR DUMPSTER LIGHT	P80845	13165	12/30/2013	1,105.95
00168076	01/23/2014	WOOD, JULIE D Clinical consultations in 2014	P80810	OH002175	01/15/2014	240.00
00168077	01/23/2014	ABC RENTAL CENTER Supplies for Seattle Wedding S	P80043	262151	01/12/2014	35.59
00168078	01/23/2014	AWC BB City Days Registration	P80800	OH002180	01/14/2014	450.00
00168079	01/23/2014	BLUE LINE TRAINING Child Abuse Inv training	P80823	1082	01/14/2014	378.00
00168080	01/23/2014	CESAR One bound volume of Cesar Fax	P80804	OH002179	01/06/2014	10.00
00168081	01/23/2014	CRYSTAL AND SIERRA SPRINGS 2014 water service for MICEC	P80796	8259218010414	01/04/2014	136.60
00168082	01/23/2014	GALLAGHER, MARY LOU insufficient registration	P80795	OH002186	01/15/2014	74.46
00168083	01/23/2014	GRYPHON TRAINING GROUP Crim Gypsy training	P80824	OH002187	01/16/2014	150.00
00168084	01/23/2014	HAGSTROM, JAMES FRLEOFF1 Retiree Medical Expen	P80862	OH002190	01/22/2014	61.75
00168085	01/23/2014	HONEYWELL, MATTHEW V Public Defender	P80801	778	01/14/2014	650.00

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00168086	01/23/2014	IACP - MEMBERSHIP IACP membership dues	P80822	1001088961	01/16/2014	120.00
00168087	01/23/2014	JOHNSON, CURTIS FRLEOFF1 Retiree Medical Expen	P80859	OH002191	01/22/2014	163.25
00168088	01/23/2014	KC FIRE COMMISSIONER ASSOC Tubbs/Heitman Installation Ban	P80833	OH002189	01/17/2014	110.00
00168089	01/23/2014	MC CLOUD, AARON Model payment for clothed mode	P80791	OH002184	01/15/2014	51.00
00168090	01/23/2014	MI SCHOOL DISTRICT #400 preschool scholarship for VC	P80812	2014101	01/01/2014	437.32
00168091	01/23/2014	PEBBLE @ MIPC, THE preschool scholarships for Y F	P80811	OH002181	01/15/2014	480.40
00168092	01/23/2014	PUGET SOUND ENERGY Partial utility payment for EA	P80805	OH002182	01/15/2014	304.11
00168093	01/23/2014	PUGET SOUND ENERGY Utility payment for EA client	P80806	OH002183	01/15/2014	211.94
00168094	01/23/2014	ROKKA SKI SCHOOL Contract 17524 complete, depos	P80790	17524	01/15/2014	50.00
00168095	01/23/2014	SCHOENTRUP, WILLIAM FRLEOFF1 Retiree Medical Expen	P80861	OH002192	01/22/2014	282.98
00168096	01/23/2014	SKANTZE, VANESSA MARIA model payment for sculpture cl	P80792	OH002185	01/15/2014	51.00
00168097	01/23/2014	SOUND SAFETY PRODUCTS MISC. WORK CLOTHES	P80708	503011901	01/03/2014	114.44
00168098	01/23/2014	SPEED UNLIMITED Contract 17624 complete, depos	P80789	17624	01/15/2014	150.00
00168099	01/23/2014	TRI-TEC COMMUNICATIONS INC Shoretel Support Renewal - Tri	P80829	600340	01/17/2014	16,196.20
00168100	01/23/2014	WA CITIES INSURANCE AUTHORITY 2014 Liability Insurance	P80820	20220	01/01/2014	622,556.00
00168101	01/23/2014	WA ST BAR ASSN WA State Bar Association Licen	P80815	OH002188	01/16/2014	710.00
00168102	01/23/2014	WA ST TREASURER'S OFFICE Remit NC State Court Transmitt	P80843	OH002178	12/31/2013	993.12
00168103	01/23/2014	XEROX CORPORATION Month lease charges and usage	P80808	071942228	01/01/2014	178.47
00168104	01/24/2014	A PLATINUM EVENT LLC Catering for 2014 Planning Mtg		OH002193	01/24/2014	3,411.41
					Total	<u>1,819,648.49</u>

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
<i>Org Key: 001000 - General Fund-Admin Key</i>				
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	420.25
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	229.84
P80844	00168060	KING CO PROSECUTING ATTORNEY	COURT REMITTANCE KC CRIME VICT	189.70
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	170.23
P80789	00168098	SPEED UNLIMITED	Contract 17624 complete, depos	150.00
P80841	00168073	WA ST TREASURER'S OFFICE	Remit DEC2013 Building Surchar	121.50
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	100.26
P80795	00168082	GALLAGHER, MARY LOU	insufficient registration	74.46
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	50.06
P80790	00168094	ROKKA SKI SCHOOL	Contract 17524 complete, depos	50.00
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	20.03
P80843	00168102	WA ST TREASURER'S OFFICE	Remit NC State Court Transmitt	2.45
<i>Org Key: 402000 - Water Fund-Admin Key</i>				
	00167868	WILDFANG CONSTRUCTION	REFUND HYDRANT METER DEPOSIT	2,400.00
P80564	00168005	TRAFFIC SAFETY SUPPLY	INVENTORY PURCHASES	1,880.48
P80699	00167952	FERGUSON ENTERPRISES INC	INVENTORY PURCHASES	1,081.91
<i>Org Key: CA1100 - Administration (CA)</i>				
P80815	00168101	WA ST BAR ASSN	WA State Bar Association Licen	710.00
P80802	00168062	LEXISNEXIS	Library Subscription	222.22
	00168016	US BANK CORP PAYMENT SYS	GOURMONDOCATERING.COM	89.52
<i>Org Key: CA1200 - Prosecution & Criminal Mngmnt</i>				
P80778	00167982	MOBERLY AND ROBERTS	Contract Prosecutor	5,000.00
P80777	00167911	HONEYWELL, MATTHEW V	Public Defender Inv #777	860.00
P80801	00168085	HONEYWELL, MATTHEW V	Public Defender	650.00
<i>Org Key: CM1100 - Administration (CM)</i>				
P80717	00168006	VERIZON WIRELESS	NT Data Usage for iPad	40.01
	00168016	US BANK CORP PAYMENT SYS	SEATTLE 684-PARK	8.00
	00168016	US BANK CORP PAYMENT SYS	SEATTLE 684-PARK	7.00
<i>Org Key: CM11SP - Special Projects-City Mgr</i>				
P80782	00168057	K&L GATES LLC	NEPA I-90 INV #28827 File #206	47.50
<i>Org Key: CM1200 - City Clerk</i>				
P80716	00167915	KCMCA	AS Membership Dues	25.00
P80715	00167930	WAPRO	AS 2014 Membership Dues	25.00
P80716	00167915	KCMCA	KR Membership Dues	15.00
<i>Org Key: CM1400 - Communications</i>				
	00168016	US BANK CORP PAYMENT SYS	CTC*CONSTANTCONTACT.COM	367.92
	00168016	US BANK CORP PAYMENT SYS	EB *SOCIAL MARKETING S	125.00
	00168018	US BANK CORP PAYMENT SYS	BACKUPIFY	4.99
	00168018	US BANK CORP PAYMENT SYS	BACKUPIFY	4.99
<i>Org Key: CO6100 - City Council</i>				
	00168104	A PLATINUM EVENT LLC	Catering for 2014 Planning Mtg	3,411.41
P80679	00167916	KING COUNTY	2014 ETP Membership Dues	200.00
P80800	00168078	AWC	BB City Days Registration	150.00
P80800	00168078	AWC	DG City Days Registration	150.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P80800	00168078	AWC	MC City Days Registration	150.00
<i>Org Key: CR1100 - CORe Admin and Human Resources</i>				
P80631	00167990	BELLEVUE FIN DEPT, CITY OF	Regional Hiring Consortium Fee	1,504.20
P80826	00168067	PUBLIC SAFETY SELECTION PC	Hiring eval-Boyce	350.00
	00168016	US BANK CORP PAYMENT SYS	OMNICARE *PHARMACY	187.18
P80729	00167945	SOCIETY FOR HUMAN RESOURCE MGT	2014 Membership Dues ID: 01187	185.00
P80730	00167919	NPELRA ADMINISTRATIVE OFFICE	2014 Membership Dues for Onlin	99.00
	00168016	US BANK CORP PAYMENT SYS	CRAIGSLIST.ORG	50.00
P80788	00168006	VERIZON WIRELESS	December 2013 VZ Billing/Kryss	40.01
	00168016	US BANK CORP PAYMENT SYS	MICHAELS STORES 8403	3.27
<i>Org Key: CT1100 - Municipal Court</i>				
	00168044	PUGET SOUND ENERGY	ENERGY USE JAN 2014	2,912.26
	00168036	CENTURYLINK	PHONE USE JAN 2014	2,390.11
	00168044	PUGET SOUND ENERGY	ENERGY USE JAN 2014	634.99
P80666	00167906	DMCJA	Judge Association Annual Dues	375.00
P80667	00167928	WA ST BAR ASSN	Washington State Bar Associati	355.00
	00168042	PANDEY, SUDHANSHU	REPLACE WARRANT 167217	350.00
	00168043	PROVOST, ALAN	DEC 2013 LEOFF1 RET MEDI	314.70
	00168041	NORTH BLUFF DEVELOPMENTS LTD	REDUCED FEE REFUD	281.50
	00168045	PULTS, STEPHEN	2014 MIYFS RETREAT EXPENSES	277.94
	00168045	PULTS, STEPHEN	2014 MIYFS RETREAT EXPENSES	175.00
P80669	00167907	DMCMA	Court Administrator Dues - Tra	150.00
	00168034	ANDERSON, RODNEY M	WORK CLOTHES	119.34
	00168036	CENTURYLINK	PHONE USE JAN 2014	85.32
	00168039	LEYDE, CASEY	MILEAGE EXPENSE	80.64
	00168040	MOSCHETTI, MARILYN	PERMIT REFUND	75.00
	00168046	ROCK, R BRIAN	MILEAGE EXPENSE	52.08
	00168035	BAKER, DENNIS L	MILEAGE EXPENSE	29.12
	00168023	ERICKSON, NANCY	JUROR SERVICE REIMBURSEMENT	27.80
	00168025	HYDE, SANDRA	JUROR SERVICE REIMBURSEMENT	26.01
	00168026	ICHIM, CONSTANTA	JUROR SERVICE REIMBURSEMENT	24.31
	00168028	KNASIAK, EWA	JUROR SERVICE REIMBURSEMENT	23.22
	00168031	NGUYEN, TUAN	JUROR SERVICE REIMBURSEMENT	22.57
	00168022	DOUGHERTY, DARIN	JUROR SERVICE REIMBURSEMENT	22.03
	00168030	MENDOZA, MINERVA	JUROR SERVICE REIMBURSEMENT	20.52
	00168021	DICKERSON, CELESTINE	JUROR SERVICE REIMBURSEMENT	19.49
	00168024	GRIFFIN, MARISA	JUROR SERVICE REIMBURSEMENT	19.24
	00168033	PARSELL, ANN	JUROR SERVICE REIMBURSEMENT	15.03
	00168027	JOHNSON, KENDRA	JUROR SERVICE REIMBURSEMENT	12.95
	00168032	NICHOLSON, JOSHUA	JUROR SERVICE REIMBURSEMENT	11.99
	00168038	LARSON, ANDREA C	SEATTLE WEDDING SHOW EXPENSES	6.55
<i>Org Key: DS1100 - Administration (DS)</i>				
	00168018	US BANK CORP PAYMENT SYS	PAYFLOW/PAYPAL	54.10
	00168016	US BANK CORP PAYMENT SYS	EB *LEADING TRANSFORMA	53.74
	00168016	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
<i>Org Key: DS1200 - Bldg Plan Review & Inspection</i>				
	00168016	US BANK CORP PAYMENT SYS	INT'L CODE COUNCIL INC	387.63
	00168016	US BANK CORP PAYMENT SYS	WA PROFESSIONAL LICENSE	75.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168018	US BANK CORP PAYMENT SYS	WA PROFESSIONAL LICENSE	75.00
	00168016	US BANK CORP PAYMENT SYS	BLUEBEAM SOFTWARE, INC.	69.00
<i>Org Key: DS1400 - Development Engineering</i>				
P80400	00168061	KPG	Transportation Planning Review	1,440.00
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	675.00
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	-675.00
<i>Org Key: DS4550 - Utility Inspection (Clearing)</i>				
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	440.00
<i>Org Key: FN1100 - Administration (FN)</i>				
P80839	00168059	KEYBANK NATIONAL ASSOC	Account Analysis 2013	9,435.46
P80784	00167899	BANK OF NEW YORK, THE	MERGO04 Admin Fee 12/13 to 12/	301.75
P80784	00167899	BANK OF NEW YORK, THE	MERLTGO09B Admin Fee 12/13 to	301.75
P80784	00167899	BANK OF NEW YORK, THE	MERLTGO11 Admin Fee 12/13 to 1	300.00
	00168016	US BANK CORP PAYMENT SYS	PAYPAL *PUGETSOUNDF	125.00
<i>Org Key: FN4501 - Utility Billing (Water)</i>				
P80772	00167910	HARRIS COMPUTER SYSTEMS	2014 Annual Computer Support	7,832.03
P76465	00168063	METROPRESORT	Printing and Mailing December	378.20
P76465	00168063	METROPRESORT	Printing and Mailing December	282.54
P80157	00168048	BRANOM INSTRUMENTS CO.	Yearly Calibration of Backflow	111.28
P80780	00168019	DEPARTMENT OF HEALTH	RENEWAL FOR 2014 CERTIFICATION	42.00
P80779	00168020	GRCC/BAT	RENEWAL FOR 2014 BAT Certifica	42.00
<i>Org Key: FN4502 - Utility Billing (Sewer)</i>				
P80772	00167910	HARRIS COMPUTER SYSTEMS	2014 Annual Computer Support	7,832.02
P76465	00168063	METROPRESORT	Printing and Mailing December	378.20
P76465	00168063	METROPRESORT	Printing and Mailing December	282.54
<i>Org Key: FN4503 - Utility Billing (Storm)</i>				
P80772	00167910	HARRIS COMPUTER SYSTEMS	2014 Annual Computer Support	7,832.02
P76465	00168063	METROPRESORT	Printing and Mailing December	378.20
P76465	00168063	METROPRESORT	Printing and Mailing December	282.54
<i>Org Key: FNBE01 - Financial Services</i>				
P80770	00167976	METROPRESORT	Printing and Mailing of Annual	3,337.30
P80770	00167976	METROPRESORT	Printing and Mailing of Annual	1,593.60
P80755	00167942	MICROFLEX	TAXTOOLS ANNUAL PROCESSING SER	1,200.00
P80771	00167976	METROPRESORT	Printing and mailing of 4Th Qu	146.15
P80771	00167976	METROPRESORT	Printing and mailing of 4Th Qu	54.77
<i>Org Key: FR1100 - Administration (FR)</i>				
P80634	00168008	WALTER E NELSON CO	Station Household Supplies	667.95
P80863	00168071	TUSCAN ENTERPRISES INC	Signage/Station 91	645.23
	00168018	US BANK CORP PAYMENT SYS	ACTIVE911 INC	168.08
	00167862	CENTURYLINK	PHONE USE JANUARY 2014	147.66
P80834	00168049	CULLIGAN	Water Service/Fire	141.51
P80833	00168088	KC FIRE COMMISSIONER ASSOC	Tubbs/Heitman Installation Ban	110.00
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	83.80
P80743	00168002	SHELPHIL - BATTERIES PLUS	Stock Batteries	56.37
	00168016	US BANK CORP PAYMENT SYS	RITE AID STORE 5197	50.49

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	25.30
P80735	00167917	MI HARDWARE - FIRE	Misc. Station/Household Items	21.46
	00168018	US BANK CORP PAYMENT SYS	SHOPLET.COM	17.64
	00168016	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	9.32
	00168016	US BANK CORP PAYMENT SYS	USPS CHANGE OF66100959	1.00
<i>Org Key: FR2100 - Fire Operations</i>				
P80684	00167943	NORCOM	FIRE DISPATCH 2014	37,478.00
P80719	00167964	REDMOND, CITY OF	3rd/4th Quarter App. Maint.	24,234.81
P80645	00167936	EPSCA	MONTHLY RADIO ACCESS FEES 44 R	1,452.44
P80742	00167932	ZOLL DATA SYSTEMS INC	Rescuenet Maintenance	1,379.70
P80736	00168010	WESTHILL ELECTRONICS	New Engine Radio Install	611.01
P80740	00168007	VERIZON WIRELESS	Cell Charges/Fire	560.84
P80633	00167956	KROESENS INC	Fire Marshal Uniform	349.08
P80633	00167956	KROESENS INC	Duty Boots/Collier	224.48
P80838	00168068	ROMAINE ELECTRIC CORP	Misc. Apparatus Parts	169.64
P80737	00167996	O'REILLY AUTOMOTIVE INC	Misc. Apparatus Parts	23.00
P80739	00167985	SEATTLE AUTOMOTIVE DIST INC	Misc. Apparatus Parts	21.70
<i>Org Key: FR4100 - Training</i>				
P80773	00167920	PALAZZO, C MICHAEL	Final Balance Due Prior to 1/2	2,500.00
P76986	00167955	KIRKLAND FIRE DEPARTMENT	Z1 Trench Tech/Bastrom, Givens	1,350.00
P80832	00168054	HEALTHFORCE PARTNERS LLC	TB/Flu Shots	1,294.00
	00168029	KNOTT, KENNETH	MILEAGE EXPENSE	111.42
	00168037	HOUVENER, ZACHARY	SEATTLE WEDDING SHOW EXPENSES	19.70
<i>Org Key: GGI001 - General Government-Insurance</i>				
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Liability Insurance	360,667.00
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Property Insurance	64,560.00
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Boiler, Machinery, and	6,195.00
<i>Org Key: GGM001 - General Government-Misc</i>				
P80718	00167921	PROJECT A INC	Website Hosting 1/1-3/31	900.00
<i>Org Key: GGM004 - Gen Govt-Office Support</i>				
P80618	00167940	MAILFINANCE INC	2014 postage meter lease for L	178.84
<i>Org Key: GGM005 - Genera Govt-L1 Retiree Costs</i>				
P80724	00167900	BECKER, RON	FRLEOFF1 Retiree Medical Expen	6,541.00
P80726	00167914	JOHNSON, CURTIS	FRLEOFF1 Retiree Medical Expen	300.00
P80861	00168095	SCHOENTRUP, WILLIAM	FRLEOFF1 Retiree Medical Expen	282.98
P80727	00167924	RAMSAY, JON	FRLEOFF1 Retiree Medical Expen	277.52
	00167884	HAGSTROM, JAMES	LEOFF1 Medicare	209.80
P80725	00167922	PROVOST, ALAN	FRLEOFF1 Retiree Medical Expen	193.98
P80859	00168087	JOHNSON, CURTIS	FRLEOFF1 Retiree Medical Expen	163.25
	00167889	LYONS, STEVEN	LEOFF1 Medicare	107.90
	00167885	JOHNSON, CURTIS	LEOFF1 Medicare	106.90
	00167869	ABBOTT, RICHARD	LEOFF1 Medicare	104.90
	00167870	ADAMS, RONALD E	LEOFF1 Medicare	104.90
	00167871	AUGUSTSON, THOR	LEOFF1 Medicare	104.90
	00167872	BARNES, WILLIAM	LEOFF1 Medicare	104.90
	00167873	BECKER, RON	LEOFF1 Medicare	104.90

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00167874	BOOTH, GLENDON D	LEOFF1 Medicare	104.90
	00167875	CALLAGHAN, MICHAEL	LEOFF1 Medicare	104.90
	00167877	DEEDS, EDWARD G	LEOFF1 Medicare	104.90
	00167878	DEVENY, JAN P	LEOFF1 Medicare	104.90
	00167879	DOWD, PAUL	LEOFF1 Medicare	104.90
	00167880	ELSOE, RONALD	LEOFF1 Medicare	104.90
	00167881	GLISAN, ANDREW	LEOFF1 Medicare	104.90
	00167882	GOODMAN, J C	LEOFF1 Medicare	104.90
	00167886	KUHN, DAVID	LEOFF1 Medicare	104.90
	00167887	LEE, WALLACE	LEOFF1 Medicare	104.90
	00167888	LEOPOLD, FREDERIC	LEOFF1 Medicare	104.90
	00167890	MYERS, JAMES S	LEOFF1 Medicare	104.90
	00167892	RAMSAY, JON	LEOFF1 Medicare	104.90
	00167893	SCHOENTRUP, WILLIAM	LEOFF1 Medicare	104.90
	00167894	SMITH, RICHARD	LEOFF1 Medicare	104.90
	00167895	TOOLEY, NORMAN	LEOFF1 Medicare	104.90
	00167896	WALLACE, THOMAS	LEOFF1 Medicare	104.90
	00167897	WEGNER, KEN	LEOFF1 Medicare	104.90
P80862	00168084	HAGSTROM, JAMES	FRLEOFF1 Retiree Medical Expen	61.75
<i>Org Key: GGM606 - Excess Retirement-Fire</i>				
	00167872	BARNES, WILLIAM	LEOFF1 Excess Benefit	1,342.56
	00167876	COOPER, ROBERT	LEOFF1 Excess Benefit	1,306.73
	00167891	PROVOST, ALAN	LEOFF1 Excess Benefit	1,197.05
	00167893	SCHOENTRUP, WILLIAM	LEOFF1 Excess Benefit	709.04
	00167885	JOHNSON, CURTIS	LEOFF1 Excess Benefit	649.59
	00167873	BECKER, RON	LEOFF1 Excess Benefit	515.30
	00167892	RAMSAY, JON	LEOFF1 Excess Benefit	359.20
<i>Org Key: GX9995 - Employee Benefits-General</i>				
P80723	00167902	CHERYL COHEN & ASSOCIATES	January 1 - July 1, 2014 Emplo	3,312.30
<i>Org Key: IGBE01 - MI Pool Operation Subsidy</i>				
P80616	00167941	MI SCHOOL DISTRICT #400	2014 Mary Wayte Pool Agreement	10,416.67
<i>Org Key: IGVO01 - AWC Assessment</i>				
P80682	00167898	AWC	2014 MEMBERSHIP FEE	15,442.00
<i>Org Key: IGVO08 - Suburban Cities Association</i>				
P80745	00167925	SCA	2014 Membership Dues	12,718.66
<i>Org Key: IGVO15 - Mountain To Sound Greenways</i>				
P80744	00167961	MOUNTAINS TO SOUND	2013 Allocation of Funds Servi	10,000.00
<i>Org Key: IS2100 - IGS Network Administration</i>				
P80829	00168099	TRI-TEC COMMUNICATIONS INC	Shoretel Support Renewal - Tri	16,196.20
	00167862	CENTURYLINK	PHONE USE JANUARY 2014	317.87
P80757	00167949	DATASITE NORTHWEST	CONTAINER DELIVERY & PICK UP,	229.00
P80621	00167931	X5 SOLUTIONS INC	Telephone - Long Distance	216.73
	00168016	US BANK CORP PAYMENT SYS	FRY'S ELECTRONICS #30	175.18
	00168018	US BANK CORP PAYMENT SYS	FRY'S ELECTRONICS #30	147.79
P80758	00168007	VERIZON WIRELESS	IGS WIFI AND ALFREDO'S PHONE	135.42
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	12.31

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168016	US BANK CORP PAYMENT SYS	USPS 54530695525103128	8.85
<i>Org Key: MT2100 - Roadway Maintenance</i>				
P80721	00167984	SANDERSON SAFETY SUPPLY	MANYARDS & HARNESS	358.92
P80702	00167999	PLATT ELECTRIC	FUSE CONNECTORS	101.05
P80635	00167918	MI HARDWARE - ROW	MISC. HARDWARE FOR THE MONTH O	4.52
<i>Org Key: MT2300 - Planter Bed Maintenance</i>				
P80847	00168065	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	135.10
<i>Org Key: MT2500 - ROW Administration</i>				
P80700	00168003	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	191.84
P80653	00167989	AT&T MOBILITY	ROW WIRELESS DATA CHARGES	45.49
	00167864	GAVIGLIO, MIKE	MILEAGE EXPENSE	44.07
<i>Org Key: MT3100 - Water Distribution</i>				
P80642	00167953	FURY SITE WORKS INC	7326 78TH AVE SE GATE VALVE	3,302.20
P80632	00167980	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	51.18
<i>Org Key: MT3200 - Water Pumps</i>				
P80650	00167973	CUMMINS NORTHWEST INC	SEMI ANNUAL GENERATOR INSPECTI	629.33
	00167862	CENTURYLINK	PHONE USE JANUARY 2014	237.68
<i>Org Key: MT3300 - Water Associated Costs</i>				
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	295.00
P80708	00168097	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	114.44
	00167867	WALKER JR, RUDY	MILEAGE EXPENSE	44.07
P80653	00167989	AT&T MOBILITY	WATER TEAM WIRELESS DATA	30.49
	00167864	GAVIGLIO, MIKE	MILEAGE EXPENSE	29.38
	00167863	DRUSCHBA, JOHN F	MAIN BREAK EXPENSES	16.94
	00167864	GAVIGLIO, MIKE	MAIN BREAK EXPENSES	16.83
	00167865	MOLTZ, ERIC	MAIN BREAK EXPENSES	14.00
	00167867	WALKER JR, RUDY	MAIN BREAK EXPENSES	14.00
<i>Org Key: MT3400 - Sewer Collection</i>				
P80632	00167980	MI HARDWARE - UTILITY	MISC. HARDWARE FOR THE MONTH O	152.34
<i>Org Key: MT3500 - Sewer Pumps</i>				
P80650	00167973	CUMMINS NORTHWEST INC	SEMI ANNUAL GENERATOR INSPECTI	4,510.03
P80639	00167963	OMEGA CONTRACTORS	PUMP STATION ELECTRICAL	3,120.75
P80638	00167963	OMEGA CONTRACTORS	PHONE LINE INSPECTION FOR PS 2	615.94
P80637	00167963	OMEGA CONTRACTORS	PS 20 LIMIT SWITCH REPLACEMENT	511.01
P80847	00168065	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	22.52
<i>Org Key: MT3600 - Sewer Associated Costs</i>				
P80653	00167989	AT&T MOBILITY	SEWER TEAM WIRELESS DATA CHARG	30.49
	00167864	GAVIGLIO, MIKE	MILEAGE EXPENSE	29.38
<i>Org Key: MT3800 - Storm Drainage</i>				
P80700	00168003	SOUND SAFETY PRODUCTS	MISC. WORK CLOTHES	191.82
<i>Org Key: MT4150 - Support Services - Clearing</i>				
P80674	00168006	VERIZON WIRELESS	MAINT. CELLULAR SERVICE FOR NO	868.31
P80762	00167975	G&K SERVICES	DECEMBER COVERALL/LAUNDRY	537.92

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P80678	00167969	UTILITIES UNDERGROUND LOCATION	DEC. UTILITY NOTIFICATION TICK	178.64
P80645	00167936	EPSCA	MONTHLY RADIO ACCESS FEES 1 RA	33.01
<i>Org Key: MT4200 - Building Services</i>				
P80756	00167968	SOREANO'S PLUMBING INC	REPAIR OF VARIOUS LEAKS AT N F	1,401.60
P80689	00167995	MORRIS-HANSEN ENT INC	CITY HALL & MAINT WINDOWS AND	1,336.34
P80688	00167998	PACIFIC MODULAR	CARPET CARE N FIRE STATION	750.75
P80797	00168050	CUMMINS NORTHWEST INC	SHOP GENERATOR MAINTENANCE	290.45
P80847	00168065	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	289.42
P80752	00167912	INTERIOR FOLIAGE CO, THE	INTERIOR CITY HALL PLANTS	271.34
	00168016	US BANK CORP PAYMENT SYS	MCLENDON HARDWARE INC	153.26
	00168016	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4711	99.11
P80677	00167977	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	40.53
<i>Org Key: MT4300 - Fleet Services</i>				
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Auto Physical Damage	26,641.00
P80670	00167957	MI SCHOOL DISTRICT #400	CITY FUEL AT SCHOOL DISTRICT S	1,552.11
P80765	00167986	SEATTLE BOAT COMPANY	DECEMBER MARINE FUEL	927.90
P80641	00167983	OVERLAKE OIL	180 GAL DIESEL DELIVERY TO THE	629.80
P80654	00167988	WOODINVILLE AUTO PARTS INC	DECEMBER REPAIR PARTS/INVENTOR	594.66
P80676	00167972	CARQUEST AUTO PARTS STORES	FLEET REPAIR PARTS/INVENTORY -	499.02
P80675	00167962	NORTH LAKE MARINA-	FUEL FOR PATROL 11	387.12
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR 424	341.00
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR POLICE VEHICLE FL	310.00
P80657	00167971	AUTONATION	REPAIR PARTS	243.58
P80643	00167909	GRAFIX SHOPPE	SHIPPING/HANDLING	66.48
P80673	00168000	PRAXAIR DISTRIBUTION INC	ACETYLENE AND OXYGEN TANK	48.05
P80672	00167929	WA ST LICENSING	VEHICLE LICENSING FOR NEW POLI	47.75
P80672	00167929	WA ST LICENSING	NEW POLICE VEHICLE LICENSING F	47.75
P80672	00167929	WA ST LICENSING	VEHICLE LICENSING FOR POLICE	47.75
P80767	00167929	WA ST LICENSING	TITLE CORRECTION FOR FL-0458	31.00
P80657	00167971	AUTONATION	CREDIT	-131.83
<i>Org Key: MT4450 - Cust Resp - Clearing Acct</i>				
	00167864	GAVIGLIO, MIKE	MILEAGE EXPENSE	29.38
<i>Org Key: MT4501 - Water Administration</i>				
P80783	00168001	SEATTLE, CITY OF	December 2013 Water Purchases	98,971.30
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Liability Insurance	69,965.00
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Property Insurance	17,784.00
	00168016	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	211.20
	00168016	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	133.52
<i>Org Key: MT4502 - Sewer Administration</i>				
P80629	00167939	KING COUNTY FINANCE	MONTHLY SEWER JAN-DEC 2014	351,902.76
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Liability Insurance	37,232.00
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Property Insurance	14,690.00
P46369	00167938	HALL, HORACE	DOCK LEASE - 2014	250.00
<i>Org Key: MT4503 - Storm Water Administration</i>				
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Liability Insurance	23,776.00
P80820	00168100	WA CITIES INSURANCE AUTHORITY	2014 Property Insurance	1,046.00

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P80655	00167905	DEPARTMENT OF ECOLOGY	ANNUAL STORMWATER PERMIT (July	474.00
<i>Org Key: MTBE01 - Maint of Medians & Planters</i>				
P69955	00168055	HOLLYWOOD LIGHTS INC	Holiday Lighting Displays 2011	8,437.50
<i>Org Key: PO1100 - Administration (PO)</i>				
P80822	00168086	IACP - MEMBERSHIP	IACP membership dues	120.00
P80626	00167927	USA MOBILITY WIRELESS INC	Pager monthly fee	78.88
	00168016	US BANK CORP PAYMENT SYS	QFC #5826	28.94
	00168018	US BANK CORP PAYMENT SYS	RADIOSHACK COR00140806	21.89
	00168016	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
<i>Org Key: PO1200 - Administration (CJ-PO)</i>				
	00168016	US BANK CORP PAYMENT SYS	PAYPAL *DIRIGOSOFTW	399.00
<i>Org Key: PO1350 - Police Emergency Management</i>				
P80645	00167936	EPSCA	MONTHLY RADIO ACCESS FEES 13 R	429.13
P80514	00167991	CDW GOVERNMENT INC	MS GSA OFFICE PRO PLUS 2013	381.10
<i>Org Key: PO1600 - Regional Radio Operations (CJ)</i>				
P80645	00167936	EPSCA	MONTHLY RADIO ACCESS FEES 55 R	1,815.55
<i>Org Key: PO1800 - Contract Dispatch Police</i>				
P80683	00167943	NORCOM	POLICE DISPATCH 2014	102,647.00
P80683	00167943	NORCOM	POLICE DISPATCH ADD'L ASSESSME	7,079.25
P80763	00167987	WASHINGTON STATE PATROL	Background checks/CPL's	66.00
<i>Org Key: PO1900 - Jail/Home Monitoring</i>				
P80825	00168069	SCORE	2 prisoner days	270.00
<i>Org Key: PO2100 - Patrol Division</i>				
	00168016	US BANK CORP PAYMENT SYS	Working lunch/Ofc. evaluations	83.03
	00168016	US BANK CORP PAYMENT SYS	THE UPS STORE 1081	23.35
	00168016	US BANK CORP PAYMENT SYS	MERCER ISLAND TRUE VALUE	13.11
<i>Org Key: PO3100 - Investigation Division</i>				
	00168016	US BANK CORP PAYMENT SYS	SQ *WASHINGTON HOMICIDE I	575.00
	00168016	US BANK CORP PAYMENT SYS	SQ *WASHINGTON HOMICIDE I	575.00
	00168016	US BANK CORP PAYMENT SYS	PAYPAL *WASHINGTONV	200.00
P80824	00168083	GRYPHON TRAINING GROUP	Crim Gypsy training	150.00
<i>Org Key: PO3300 - School Resource Officer (CJ)</i>				
P80823	00168079	BLUE LINE TRAINING	Child Abuse Inv training	378.00
<i>Org Key: PR0000 - Parks & Recreation-Revenue</i>				
P80840	00168064	MI SCHOOL DISTRICT #400	Remit 4th quarter 2013 MIHS St	15,127.00
P80748	00167960	MIVAL	Gallery sales 10/28 to 12/20	4,991.49
<i>Org Key: PR1100 - Administration (PR)</i>				
	00168018	US BANK CORP PAYMENT SYS	IRIS WINDOW COVERINGS	500.00
	00168018	US BANK CORP PAYMENT SYS	ISTOCK *INTERNATIONAL	99.99
P80610	00167904	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB	86.85
	00167862	CENTURYLINK	PHONE USE JANUARY 2014	44.56
	00168018	US BANK CORP PAYMENT SYS	IRIS WINDOW COVERINGS	35.74
	00167866	THOMAS-SCHADT, MERRILL	OFFICE CALENDAR	21.85

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168016	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
	00168016	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	15.00
<i>Org Key: PR1500 - Urban Forest Management</i>				
P79378	00168070	SUPERIOR NW	Tree removal at Slater Park	1,243.34
<i>Org Key: PR2100 - Recreation Programs</i>				
	00168018	US BANK CORP PAYMENT SYS	IKEA SEATTLE	399.61
P80747	00167913	J T NEWS	Ad - specials section	295.00
	00168018	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4705	102.35
	00168018	US BANK CORP PAYMENT SYS	ISLANDER	87.15
	00168016	US BANK CORP PAYMENT SYS	CTC*CONSTANTCONTACT.COM	41.06
	00168016	US BANK CORP PAYMENT SYS	TPC ONLINE FOOD CARDS	10.00
<i>Org Key: PR2104 - Special Events</i>				
	00168016	US BANK CORP PAYMENT SYS	WAL-MART #5939	88.02
	00168016	US BANK CORP PAYMENT SYS	ALBERTSONS #450	79.92
	00168016	US BANK CORP PAYMENT SYS	SAFEWAY STORE00004648	54.95
	00168016	US BANK CORP PAYMENT SYS	QFC #5839	40.00
	00168016	US BANK CORP PAYMENT SYS	MICHAELS STORES 8403	21.69
<i>Org Key: PR2108 - Health and Fitness</i>				
	00168018	US BANK CORP PAYMENT SYS	POWER SYSTEMS	323.34
P80856	00168051	ESSENTIAL MASSAGE THERAPY	Monthly reflexology for Senior	240.00
P80692	00167948	AKANA, JANELLE H	Instruction services for Power	146.22
<i>Org Key: PR3500 - Senior Services</i>				
	00168016	US BANK CORP PAYMENT SYS	CASHNCARRY559 52105590	189.65
	00168016	US BANK CORP PAYMENT SYS	FRED-MEYER #0023	38.21
	00168016	US BANK CORP PAYMENT SYS	QFC #5839	23.60
<i>Org Key: PR4100 - Community Center</i>				
P80659	00167994	MORGAN SOUND	Speakers and installation for	6,570.00
P80659	00167994	MORGAN SOUND	Installation of media equipmen	6,461.51
P80658	00168009	WASHINGTON FITNESS SERV INC	Repair Technogym exercise equi	1,332.03
P80690	00167995	MORRIS-HANSEN ENT INC	COMM CNTR WINDOWS AND	1,296.81
P80659	00167994	MORGAN SOUND	Test and clean all media equip	1,369.85
	00168016	US BANK CORP PAYMENT SYS	QDOBA MEXICAN GRILL-390	269.37
	00168016	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	167.54
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	149.00
	00168016	US BANK CORP PAYMENT SYS	GREEN RIVER COMM COLLEGE	149.00
P80754	00167908	FIRE PROTECTION INC	FIRE ALARM MONITORING	84.75
P80796	00168081	CRYSTAL AND SIERRA SPRINGS	2014 water service for MICEC	71.97
	00168016	US BANK CORP PAYMENT SYS	WRISTBANDSONLINE COM	67.59
	00168016	US BANK CORP PAYMENT SYS	HOMEDEPOT.COM	65.69
P80791	00168089	MCCLOUD, AARON	Model payment for clothed mode	51.00
P80792	00168096	SKANTZE, VANESSA MARIA	model payment for sculpture cl	51.00
P80043	00168077	ABC RENTAL CENTER	Supplies for Seattle Wedding S	35.59
	00168016	US BANK CORP PAYMENT SYS	POND5 INC	29.99
P80652	00167979	MI HARDWARE - P&R	Custodial supplies for MICEC	15.75
	00168018	US BANK CORP PAYMENT SYS	TARGET 00003392	12.46
	00168016	US BANK CORP PAYMENT SYS	BADGE A MINIT	5.00

Accounts Payable Report by GL Key

PO #	Check #	Vendor:	Transaction Description	Check Amount
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	4.20
	00168016	US BANK CORP PAYMENT SYS	ADOBE SYSTEMS, INC.	-0.66
<i>Org Key: PR5500 - Literary Program</i>				
P80693	00167966	RHOADES, LANCE	Literary classics on film prog	1,350.00
<i>Org Key: PR5900 - Summer Celebration</i>				
	00168016	US BANK CORP PAYMENT SYS	IMPARK00250004A	5.00
<i>Org Key: PR6100 - Park Maintenance</i>				
P80681	00167958	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,154.88
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	187.58
	00168018	US BANK CORP PAYMENT SYS	WSU PESTICIDE EDUCATION	120.00
P80796	00168081	CRYSTAL AND SIERRA SPRINGS	2014 water service for Parks	64.63
<i>Org Key: PR6200 - Athletic Field Maintenance</i>				
P80681	00167958	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	420.33
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	62.05
<i>Org Key: PR6500 - Luther Burbank Park Maint.</i>				
P80681	00167958	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	1,532.08
P80846	00168066	MORRIS-HANSEN ENT INC	LUTHER BURBANK WINDOWS AND	540.25
P80608	00167934	CINTAS CORPORATION #460	Rug cleaning service for Luthe	35.27
P80608	00167934	CINTAS CORPORATION #460	Rug cleaning service for Luthe	35.27
P80677	00167977	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	11.38
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	9.41
<i>Org Key: PR6600 - Park Maint-School Related</i>				
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	41.16
<i>Org Key: PR6700 - I90 Park Maintenance</i>				
P80681	00167958	MI UTILITY BILLS	PAYMENT OF UTILITY BILLS FOR W	242.65
P80774	00167935	DIGITAL PAYMENT TECHONOLOGIES	2014 charges for Boat Launch t	82.13
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	53.18
<i>Org Key: PY4613 - Flex Admin 2013</i>				
	00167858	MORRIS, JOSEPH P	FLEX SPEND REIMB	2,500.00
	00167854	HORSCHMAN, BRENT	FLEX SPEND REIMB	1,038.00
	00167860	PINEAU, LINDA	FLEX SPEND REIMB	913.41
	00167847	BARNES, HARVEY L	FLEX SPEND REIMB	894.39
	00167855	KENWORTHY, LES	FLEX SPEND REIMB	828.80
	00167853	HOLMES, EDWARD J	FLEX SPEND REIMB	520.00
	00167859	PHILEN, SUZANNE	FLEX SPEND REIMB	505.96
	00167852	GORDON, DARRELL	FLEX SPEND REIMB	500.00
	00167848	BOETTCHER, GLENN	FLEX SPEND REIMB	380.00
	00167857	MCWATTERS, BRIAN	FLEX SPEND REIMB	370.00
	00167856	MANRIQUEZ, CHERYL R	FLEX SPEND REIMB	326.28
	00167849	CORK, TAMBI A	FLEX SPEND REIMB	300.00
	00167850	DEACH, THOMAS	FLEX SPEND REIMB	153.41
	00167851	FLETCHER, BRUCE	FLEX SPEND REIMB	103.72
	00167861	SPIETZ, ALLISON	FLEX SPEND REIMB	57.85
<i>Org Key: PY4614 - Flex Spending Admin</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
	00167883	GROSCOST, CURTIS E	FLEX SPEND ACCT REIMB	2,500.00
<i>Org Key: VCP104 - CIP Streets Salaries</i>				
P80768	00167970	WA ASPHALT PAVEMENT ASSOC	ASPHALT PAVEMENT TRAINING CONF	180.00
<i>Org Key: VCP402 - CIP Water Salaries</i>				
P80531	00167933	AMERICAN WATER WORKS ASSOC	ANNUAL MEMBERSHIP DUES	200.00
<i>Org Key: WD101C - Neighborhood Stmwtr Improvemnt</i>				
P80644	00167950	EARTHWORK ENTERPRISES INC	NEIGHBORHOOD STORMWATER	24,022.59
P80644	00167950	EARTHWORK ENTERPRISES INC	NEIGHBORHOOD STORMWATER	16,411.92
P80566	00167992	CEDAR GROVE COMPOSTING INC	MEDIUM BARK (15 YDS)	579.81
<i>Org Key: WD321R - Drainage System Video Insp</i>				
P80671	00167951	EVERSON'S ECONO-VAC INC	STORMWATER PIPELINE ASSESSMENT	590.89
<i>Org Key: WG101R - City Hall Building Repairs</i>				
P80691	00167997	PACIFIC AIR CONTROL INC	CITY HALL BOILER AND COOLING T	4,897.92
<i>Org Key: WG105R - Community Center Bldg Repairs</i>				
P80760	00167947	A HIGHER PLANE	REFINISH GYM & DANCE ROOM FLOO	2,496.60
P80845	00168075	WAVE ELECTRICAL LLC	COMM CNTR DUMPSTER LIGHT	1,105.95
P80677	00167977	MI HARDWARE - BLDG	MISC. HARDWARE FOR THE MONTH O	34.16
P80751	00167967	SHERWIN-WILLIAMS CO, THE	PAINT ART ROOM	30.30
<i>Org Key: WG107R - Luther Burbank Admin Bldg Rep</i>				
	00168018	US BANK CORP PAYMENT SYS	IRIS WINDOW COVERINGS	1,000.00
<i>Org Key: WG110T - Computer Equip Replacements</i>				
P80622	00167937	EXTEND NETWORKS INC	Dell equalLogic HDD 500GB & sh	369.56
<i>Org Key: WG130E - Equipment Rental Vehicle Repl</i>				
P79747	00167903	COLUMBIA FORD	POLICE REPLACEMENT FOR 427	27,818.29
P79743	00167903	COLUMBIA FORD	POLICE VEHICLE REPLACEMENT FOR	27,818.29
P79748	00167903	COLUMBIA FORD	POLICE VEHICLE REPLACEMENT FOR	27,818.29
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR NEW POLICE VEHICL	310.00
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR NEW POLICE REPLAC	310.00
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR NEW POLICE VEHICL	310.00
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR NEW POLICE VEHICL	310.00
P80643	00167909	GRAFIX SHOPPE	GRAPHICS FOR NEW POLICE VEHICL	310.00
<i>Org Key: WG550R - Fuel Clean Up</i>				
P77173	00167954	GOLDER ASSOCIATES INC	GROUNDWATER COMPLIANCE	6,095.38
<i>Org Key: WG921T - Server Software Upgrades</i>				
P80190	00167974	DEPT OF ENTERPRISE SERVICES	WinPro 8.1 SNGL Upgrd MVL	776.97
<i>Org Key: WPI22R - Vegetation Management</i>				
P77464	00167965	RESTORATION LOGISTICS LLC	2013-14 Open Space Vegetation	1,546.60
P80720	00167944	RESTORATION LOGISTICS LLC	Ivy rings in Mercerdale	695.33
<i>Org Key: WP303R - Luther BB Shoreline Phase 2</i>				
P78290	00168047	ANCHOR QEA LLC	Shoreline Restoration Design f	1,774.00
<i>Org Key: WP303S - Luther S Shoreline Des</i>				

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P78290	00168047	ANCHOR QEA LLC	Change order #1	6,000.00
P78290	00168047	ANCHOR QEA LLC	Shoreline Restoration Design f	1,774.00
<i>Org Key: WP310D - Street End - Calkins Landing</i>				
	00167846	WA DEPT OF FISH AND WILDLIFE	PERMIT FEE HPA	150.00
<i>Org Key: WP720R - Recurring Park Projects</i>				
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	162.30
<i>Org Key: WS330T - Sewer Telemetry Improvements</i>				
P79362	00167963	OMEGA CONTRACTORS	PS 21 GENERATOR SITE IMPROVEME	17,817.25
<i>Org Key: WS901E - Sewer Sys Emergency Repairs</i>				
P80766	00168053	FURY SITE WORKS INC	7325 78th AVE SE BURIED MANHOL	21,762.23
<i>Org Key: WS901G - Sewer System Generator Repl</i>				
P79362	00167963	OMEGA CONTRACTORS	PUMP STATION 21 GENERATOR VAUL	12,818.85
<i>Org Key: WW131R - Water System Components</i>				
P79675	00167993	LW PRODUCTS	PRV VAULT LIDS	13,816.93
<i>Org Key: XD310C - Basins 10 & 32b Dissol Metal</i>				
P80418	00168058	KC FINANCE	Basin 10 & 32B Dissolved Metal	30,963.51
<i>Org Key: XG300R - Fire Station 92 Replacement</i>				
P80664	00168004	THERMATECH NORTHWEST	FS 92 ASBESTOS ABATEMENT	20,197.28
P80761	00167926	STORAGE COURT LLC	FS 92 TEMP HOUSING JAN-SEPT 20	2,500.00
P80331	00167946	STORAGE COURT OF MERCER ISLAND	FS 92 APPARATUS STORAGE THRU S	2,250.00
P77577	00167959	MILLER HULL PARTNERSHIP LLC	FIRE STATION 92 - DESIGN	1,644.43
	00168016	US BANK CORP PAYMENT SYS	AMAZON.COM	477.84
P78842	00168010	WESTHILL ELECTRONICS	UHF Repeaters/Station 92	321.93
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	231.96
	00168016	US BANK CORP PAYMENT SYS	AMAZON.COM	217.91
	00168016	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4711	99.11
	00168018	US BANK CORP PAYMENT SYS	THE HOME DEPOT 4711	45.02
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	42.92
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	39.69
<i>Org Key: XP720R - KC Levy Projects</i>				
P76702	00168072	WA ST DEPT OF TRANSPORTATION	Trail Lease project costs	1,881.74
P80646	00167978	MI HARDWARE - MAINT	MISC. HARDWARE FOR THE MONTH O	23.97
<i>Org Key: XR320R - Safe Routes to School</i>				
P80644	00167950	EARTHWORK ENTERPRISES INC	SAFE ROUTES TO SCHOOL	8,524.63
<i>Org Key: YF1100 - YFS General Services</i>				
P80810	00168076	WOOD, JULIE D	Clinical consultations in 2014	240.00
P80808	00168103	XEROX CORPORATION	Month lease charges and usage	178.47
P80610	00167904	CRYSTAL AND SIERRA SPRINGS	Monthly water service for LB	86.84
P80809	00168052	FAMILYLIFE SERVICES	Monthly consultations for clin	80.00
	00168018	US BANK CORP PAYMENT SYS	SHIFTBOARD INC.	54.75
	00168018	US BANK CORP PAYMENT SYS	NAMI GREATER SEATTLE	35.00
	00168016	US BANK CORP PAYMENT SYS	USPS 54530602535107903	33.12
	00168016	US BANK CORP PAYMENT SYS	UNCOMMONGOODS	31.95

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PO #	Check #	Vendor:	Transaction Description	Check Amount
P80860	00168074	WASHINGTON STATE PATROL	Background Checks Invoice #	30.00
	00168016	US BANK CORP PAYMENT SYS	SQ *MERCER ISLAND ROTARY	20.00
<i>Org Key: YF1200 - Thrift Shop</i>				
	00168016	US BANK CORP PAYMENT SYS	SOUND PUBLISHING	215.00
	00168016	US BANK CORP PAYMENT SYS	SOUND PUBLISHING	215.00
	00168016	US BANK CORP PAYMENT SYS	SOUND PUBLISHING	215.00
	00167862	CENTURYLINK	PHONE USE JANUARY 2014	138.88
	00168016	US BANK CORP PAYMENT SYS	WW GRAINGER	97.30
	00168016	US BANK CORP PAYMENT SYS	QFC #5839	22.74
	00168016	US BANK CORP PAYMENT SYS	SYMPPLICITY CORP	10.00
P80731	00167981	MI HARDWARE - YFS	Tshop operating supplies	9.93
	00168016	US BANK CORP PAYMENT SYS	QFC #5839	9.83
<i>Org Key: YF2300 - VOICE Program</i>				
	00168018	US BANK CORP PAYMENT SYS	SHIFTBOARD INC.	262.80
<i>Org Key: YF2500 - Family Counseling</i>				
P80807	00168056	JOHN PASTOR MD	Monthly clinical consultations	150.00
<i>Org Key: YF2600 - Family Assistance</i>				
P80812	00168090	MI SCHOOL DISTRICT #400	preschool scholarship for VC	437.32
P80805	00168092	PUGET SOUND ENERGY	Partial utility payment for EA	304.11
P80734	00167923	PUGET SOUND ENERGY	Partial utility pymnt for EA c	300.00
P80811	00168091	PEBBLE @ MIPC, THE	preschool scholarship for B Fa	246.40
P80811	00168091	PEBBLE @ MIPC, THE	preschool scholarships for Y F	234.00
	00168016	US BANK CORP PAYMENT SYS	TARGET.COM *	228.37
P80806	00168093	PUGET SOUND ENERGY	Utility payment for EA client	211.94
	00168016	US BANK CORP PAYMENT SYS	AMAZON MKTPLACE PMTS	111.75
	00168016	US BANK CORP PAYMENT SYS	QLIANCE MEDICAL GROUP	79.00
	00168018	US BANK CORP PAYMENT SYS	SHELL OIL 57424192508	50.00
	00168016	US BANK CORP PAYMENT SYS	FRED-MEYER #0215	40.49
<i>Org Key: YF2800 - Fed Drug Free Communities Gran</i>				
	00168016	US BANK CORP PAYMENT SYS	CADCA ALEXANDRIA VA	570.00
	00168016	US BANK CORP PAYMENT SYS	CADCA ALEXANDRIA VA	570.00
P80733	00167901	CADCA	Annual membership dues to CADC	200.00
	00168016	US BANK CORP PAYMENT SYS	CTC*CONSTANTCONTACT.COM	73.92
	00168016	US BANK CORP PAYMENT SYS	EIG*HOMESTEAD	19.99
	00168016	US BANK CORP PAYMENT SYS	CORBISVEERSPLSH	18.00
P80804	00168080	CESAR	One bound volume of Cesar Fax	10.00
	00168016	US BANK CORP PAYMENT SYS	CORBISVEERSPLSH	9.00
Total				<u>1,819,648.49</u>



CITY OF MERCER ISLAND
CERTIFICATION OF PAYROLL

PAYROLL PERIOD ENDING

1/17/2014

PAYROLL DATED

1/24/2014

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	62694068 - 62694076		14,826.02
Direct Deposits			419,608.09
Void/Manual Adjustments			23,358.71
Tax & Benefit Obligations			233,546.12
Total Gross Payroll		1/24/14	691,338.94



CITY OF MERCER ISLAND PAYROLL SUMMARY

PAYROLL PERIOD ENDING	1/17/2014
PAYROLL DATED	1/24/2014
Net Cash	434,434.11
Net Voids/Manuals	23,358.71
Federal Tax Deposit - Key Bank	82,007.01
Social Security and Medicare Taxes	40,255.02
Medicare Taxes Only (Fire Fighter Employees)	1,575.45
Public Employees Retirement System 1 (PERS 1)	361.54
Public Employees Retirement System 2 (PERS 2)	15,916.03
Public Employees Retirement System 3 (PERS 3)	3,578.03
Public Employees Retirement System 2 (PERSJBM)	471.76
Public Safety Employees Retirement System (PSERS)	153.41
Law Enforc. & Fire fighters System 2 (LEOFF 2)	21,796.12
Regence & LEOFF Trust - Medical Insurance	12,645.67
Domestic Partner/Overage Dependant - Insurance	1,374.23
Group Health Medical Insurance	1,129.88
Health Care - Flexible Spending Accounts	3,563.31
Dependant Care - Flexible Spending Accounts	1,638.46
United Way	151.00
ICMA Deferred Compensation	36,539.07
ROTH IRA	262.00
Child Support/Garnishment Payments	772.98
MI Employees' Association	142.50
Cities & Towns/AFSCME Union Dues	1,921.68
Police Union Dues	2,364.96
Fire Union Dues	1,698.56
Fire Union - Supplemental Dues	133.00
AWC - Voluntary Life Insurance	209.40
Unum - Long Term Care Insurance	1,093.70
AFLAC - Supplemental Insurance Plans	695.85
GET - Guarantee Education Tuition of WA	1,034.50
Coffee Fund	36.00
Transportation	25.00
Miscellaneous	0.00

TOTAL GROSS PAYROLL	\$ 691,338.94
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**BUSINESS OF THE CITY COUNCIL
CITY OF MERCER ISLAND, WA**

**AB 4912
February 3, 2014
Consent Calendar**

**SET PUBLIC MEETING DATE FOR THE COVAL
LONG PLAT (SUB13-009)**

Proposed Council Action:

Set public meeting date of February 24, 2014.

DEPARTMENT OF	Development Services Group (Shana Crick)
COUNCIL LIAISON	n/a
EXHIBITS	1. Planning Commission's Recommendation
APPROVED BY CITY MANAGER	

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

SUMMARY

The Mercer Island City Council sets the public meeting date for proposed long plats to be heard before the City Council. February 24, 2014 is the recommended public meeting date for the proposed Coval Long Plat.

The site is located at 3051 84th Ave SE (King County Tax Parcel No. 122404-9010) and currently contains one existing single-family residence. The proposed 18 lot long plat would contain a private dead-end road, serving lots with areas ranging from 10,060 square feet to 12,112 square feet.

The subdivision of land is regulated by Chapter 19.08 of the Mercer Island City Code (MICC), which implements requirements of state subdivision law found primarily in Chapter 58.17 RCW. In the case of a long subdivision or long plat (the division of land into five or more lots) the Mercer Island Planning Commission reviews the proposal at an open record hearing and makes a written recommendation to the City Council.

On January 15, 2014, the City of Mercer Island Planning Commission conducted an open record public hearing, which was continued to January 29, 2014. The Planning Commission's recommendation is to approve the "preliminary plat" (which is a graphic and written representation of the proposed subdivision) with conditions. Please see Exhibit 1.

MICC 19.08.020(F)(3)(c) requires that upon receipt of the Planning Commission's recommendation, the City Council shall set the date for the public meeting where it will consider and either adopt or reject the Planning Commission's recommendations. Since subdivision decisions are quasi-judicial in nature, Council questions or discussion concerning the merits of the application and the Planning Commission recommendation must wait until the public hearing. The public hearing in front of the City Council is a closed record hearing, and new information cannot be added to the record during the hearing.

If City Council approves the preliminary plat, the applicant has five years within which to obtain permits for and to build (or in some cases, bond) the required plat improvements (utilities, access roads, etc.), and to meet any other applicable code requirements or conditions of the preliminary plat approval. Once these requirements have been met, the applicant may apply to the City Council for "final plat" approval. A final plat must be approved if it meets the requirements of both the preliminary plat approval and all applicable regulations in place at the time of preliminary plat approval. Once approved, the final plat must be recorded with the county. Only after an approved final plat is recorded may the individual lots be sold or built upon. Any subsequent home construction must be consistent with both the City Code and any applicable plat conditions.

RECOMMENDATION

Senior Planner

MOVE TO: Set the public meeting date for the proposed Coval Long Plat to February 24, 2014.



CITY OF MERCER ISLAND PLANNING COMMISSION FINDINGS OF FACT AND CONCLUSIONS

Project Numbers:	SUB13-009 and SEP13-031 – Coval Long Plat
Description:	A request for preliminary long plat approval to subdivide one existing parcel into eighteen building (18) lots. The proposed eighteen lot long plat would contain a private dead-end road, serving lots with areas ranging from 10,060 square feet to 12,112 square feet. The existing parcel has an area of 221,975 square foot (5.1 acres) with an average existing slope of approximately 13%. There is one existing single family house, an attached garage and pool house, a detached garage, and associated appurtenances on the site.
Applicant:	Wes Giesbrecht MI 84th Limited Partnership 15080 North Bluff Road White Rock, B.C. V4B 5C1
Owner:	Myer and Barbara Coval 3051 84th Avenue SE Mercer Island WA 98040
Site Address:	3051 84th Avenue SE, Mercer Island WA 98040; Identified by King County Assessor tax parcel number 122404-9010
Zoning District:	R-9.6
Planning Commission Recommendation:	Planning Commission recommends granting preliminary approval, subject to the recommended conditions of preliminary approval.
Staff Contact:	Shana Crick, Senior Planner
Exhibits:	<u>PLAT AND DEVELOPMENT APPLICATION MATERIALS</u> <ol style="list-style-type: none">1. Preliminary Long Plat received by the City of Mercer Island Development Services Group on December 27, 2013, including:<ol style="list-style-type: none">1.1. Sheet CV-01 – Cover Sheet/Preliminary Plat Map prepared by Zane Nall, P.L.S. of Pacland1.2. Sheet SV-1 – Topographic Survey prepared by Zane Nall, P.L.S. of Pacland1.3. Sheet C-1.0 – Phase 1 Grading and Drainage Plan prepared by Scott Borgeson, P.E. of Pacland1.4. Sheet C-1.1 – Phase 2 Grading and Drainage Plan prepared by Scott Borgeson, P.E. of Pacland1.5. Sheet C-1.2 – Preliminary Road Profiles and Sections prepared by Scott Borgeson, P.E. of Pacland1.6. Sheet C-2.0 – Preliminary Utility Plan prepared by Scott Borgeson, P.E. of Pacland1.7. Sheet L-1.0 – Tree Assessment Plan prepared by Fred Glick of Fred

Glick Design

- 1.8. Sheet L-2.0 – Phase 1 Tree Implementation Plan prepared by Fred Glick of Fred Glick Design
- 1.9. Sheet L-2.1 – Phase 2 Tree Implementation Plan prepared by Fred Glick of Fred Glick Design
2. Development Application received by the City of Mercer Island Development Services Group on July 30, 2013
3. Project narrative received by the City of Mercer Island Development Services Group on July 30, 2013
4. Neighborhood Map received by the City of Mercer Island Development Services Group on July 30, 2013
5. Public Notice of Application, Notice of Open Record Public Hearing, and Public Meeting issued by the City of Mercer Island on November 18, 2013
6. State Environmental Policy Act (SEPA) Checklist received by the City of Mercer Island Development Services Group on October 30, 2013
7. SEPA Mitigated Determination of Nonsignificance (MDNS) issued by the City of Mercer Island on December 23, 2013

REPORTS

Trees/Arborist:

8. Tree Inventory prepared by Favero Greenforest, M.S. of Greenforest, Inc. received by the City of Mercer Island Development Services Group on October 10, 2013
9. Supplemental Arborist Report prepared by Favero Greenforest, M.S. of Greenforest, Inc. received by the City of Mercer Island Development Services Group on October 10, 2013

Critical Areas (Watercourse/Wetlands):

10. Watercourse Review for the Coval Property on Mercer Island prepared by Larry Burnstad of Watershed Dynamics dated March 30, 2013
11. Coval Property – Peer Review of Critical Areas Study prepared by Nell Lund, P.W.S. of the Watershed Company and received by the City of Mercer Island Development Services Group on April 17, 2013
12. Wetland Review at the Coval Property prepared by Larry Burnstad of Watershed Dynamics and received by the City of Mercer Island Development Services Group on May 8, 2013
13. Critical Areas Review: Coval Property on Mercer Island prepared by Larry Burnstad of Watershed Dynamics and received by the City of Mercer Island Development Services Group on June 11, 2013
14. Coval Property – Follow up to Peer Review of Critical Area Study prepared by Nell Lund, P.W.S. of the Watershed Company and received by the City of Mercer Island Development Services Group on June 17, 2013
15. Letter from Shana Crick from the City of Mercer Island to Wes Giesbrecht dated June 18, 2013

Soils/Geotechnical:

16. Geotechnical report prepared by John Sadler, L.E.G., L.H.G. and Theodore Schepper, P.E. of Terra Associates, Inc. and received by the City of Mercer Island Development Services Group on July 30, 2013
17. Response to City of Mercer Island Review Comments prepared by John Sadler, L.E.G., L.H.G. and Theodore Schepper, P.E. of Terra Associates, Inc. and received by the City of Mercer Island Development Services Group

on October 10, 2013

18. Second Response to City of Mercer Island Review Comments prepared by John Sadler, L.E.G., L.H.G. and Theodore Schepper, P.E. of Terra Associates, Inc. and received by the City of Mercer Island Development Services Group on October 30, 2013

Stormwater/Drainage:

19. Stormwater Site Plan prepared by Pacland and received by the City of Mercer Island Development Services Group on October 10, 2013

Traffic:

20. Trip Generation Memorandum prepared by Chris Forster, P.E. of Transportation Engineering Northwest received by the City of Mercer Island Development Services Group on November 7, 2013
21. Email from Patrick Yamashita to Scott Borgeson dated November 7, 2013

NOTICES OF INCOMPLETENESS AND CORRECTIONS

22. Email from Herschel Rostov to Shana Crick dated August 15, 2013
23. Email correspondence between Herschel Rostov and Scott Borgeson dated August 19, 2013
24. Notice of Incompleteness for File No. SUB13-009 – Coval Long Subdivision issued by the City of Mercer Island on August 30, 2013
25. Coval Long Plat Review Comments from Scott Borgeson to Shana Crick received by the City of Mercer Island Development Services Group on October 10, 2013
26. Fire Hydrant Exhibit prepared by Pacland and received by the City of Mercer Island Development Services Group on October 10, 2013
27. Second Notice of Incompleteness for File No. SUB13-009 – Coval Long Subdivision issued by the City of Mercer Island on October 22, 2013
28. Email correspondence between Scott Borgeson and Patrick Yamashita dated October 23, 2013
29. Comment email from Patrick Yamashita to Shana Crick dated October 30, 2013
30. Response to Notice of Incompleteness Letter Dated October 22, 2013 from Scott Borgeson to Shana Crick received by the City of Mercer Island Development Services Group on October 30, 2013
31. Tree Plan Comment Memorandum from Kathy Parker to Wes Giesbrecht dated October 30, 2013
32. Response to Review Comments Dated October 30, 2013 from Scott Borgeson to Shana Crick received by the City of Mercer Island Development Services Group on December 27, 2013
33. Stormwater Bypass Memo prepared by Scott Borgeson, P.E. of Pacland and received by the City of Mercer Island Development Services Group on December 27, 2013
34. Comment email from Kathy Parker to Fred Glick dated December 31, 2013
35. Comment email from Herschel Rostov to Shana Crick dated January 10, 2014

COMMENT LETTERS AND ADDITIONAL CORRESPONDENCE

36. Comment letter from Robert W. Thorpe, A.I.C.P. to the City of Mercer Island received by the Development Services Group on August 1, 2013
37. Comment email and letter from Jane Kiker to the City of Mercer Island received by the Development Services Group on August 6, 2013

38. Comment email from T.J. Stewart to the City of Mercer Island received by the Development Services Group on October 3, 2013
39. Comment email from Sue Stewart to the City of Mercer Island received by the Development Services Group on October 4, 2013
40. Comment email from Richard Ferse, M.D. to the City of Mercer Island received by the Development Services Group on October 15, 2013
41. Comment letter from Toni Okada to the City of Mercer Island received by the Development Services Group on October 17, 2013
42. Comment letter from Linda Chaves to the City of Mercer Island received by the Development Services Group on October 18, 2013
43. Comment letter from Richard Ferse, M.D. to the City of Mercer Island received by the Development Services Group on October 18, 2013
44. Comment letter from Richard Ferse, M.D. to the City of Mercer Island received by the Development Services Group on October 21, 2013
45. Comment email from Sue Stewart to the City of Mercer Island received by the Development Services Group on October 22, 2013
46. Comment letter from T.J. and Sue Stewart to the City of Mercer Island received by the Development Services Group on October 24, 2013
47. Comment email from T.J. Stewart to the City of Mercer Island received by the Development Services Group on October 24, 2013
48. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on November 7, 2013
49. Comment email from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on November 8, 2013
50. Email from Shana Crick to J. Richard Aramburu dated November 12, 2013
51. Comment letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on November 12, 2013
52. Comment email from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on November 14, 2013
53. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on November 19, 2013
54. Comment letter from Jay Derr to the City of Mercer Island received by the Development Services Group on November 22, 2013
55. Comment email from Edward Corker to the City of Mercer Island received by the Development Services Group on November 26, 2013
56. Comment email from Katharine Lamperti to the City of Mercer Island received by the Development Services Group on December 2, 2013
57. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on December 9, 2013
58. Comment email from Cheryl and William Frizzell to the City of Mercer Island received by the Development Services Group on December 9, 2013
59. Comment email from Lisa Zaidi, Ph.D. to the City of Mercer Island received by the Development Services Group on December 9, 2013
60. Comment email and letter from Robert W. Thorpe, A.I.C.P. to the City of Mercer Island received by the Development Services Group on December 10, 2013
61. Comment email and letter from Charles Cobbs, M.D. to the City of Mercer Island received by the Development Services Group on December 10, 2013
62. Comment letter from Beverly Bridge to the City of Mercer Island received by the Development Services Group on December 11, 2013
63. Comment letter from Justin Deng and Jaime Chang to the City of Mercer

- Island received by the Development Services Group on December 11, 2013
64. Comment email and letter from T.J. and Sue Stewart to the City of Mercer Island received by the Development Services Group on December 11, 2013
 65. Comment email and letter from Dale Kingman to the City of Mercer Island received by the Development Services Group on December 11, 2013
 66. Comment email and letter from Linda Chaves to the City of Mercer Island received by the Development Services Group on December 11, 2013
 67. Comment email and letter from Richard and Deborah Ferse to the City of Mercer Island received by the Development Services Group on December 11, 2013
 68. Comment email and letter from Jeanne McKnight, Ph.D. to the City of Mercer Island received by the Development Services Group on December 11, 2013
 69. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on December 11, 2013
 70. Comment email from Trevor Price to the City of Mercer Island received by the Development Services Group on December 11, 2013
 71. Comment email from Sue Stewart to the City of Mercer Island received by the Development Services Group on December 14, 2013
 72. Comment email and letter from Sue Stewart to the City of Mercer Island received by the Development Services Group on December 16, 2013
 73. Emails and letter from Shana Crick to J. Richard Aramburu sent on December 17, 2013
 74. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on December 27, 2013
 75. Comment email from Sue and T.J. Stewart to the City of Mercer Island received by the Development Services Group on December 29, 2013
 76. Comment email from Karen Walter to the City of Mercer Island received by the Development Services Group on December 30, 2013
 77. Email from Carol Cohoe to the City of Mercer Island received by the Development Services Group on December 30, 2013
 78. Comment email and letter from Robert W. Thorpe, A.I.C.P. to the City of Mercer Island received by the Development Services Group on December 30, 2013
 79. Email from Shana Crick to J. Richard Aramburu, Sue Stewart, T.J. Stewart, and Robert Thorpe dated December 30, 2013
 80. Comment email and letter from J. Richard Aramburu to the City of Mercer Island received by the Development Services Group on January 3, 2014
 81. Email from T.J. Stewart to the City of Mercer Island received by the Development Services Group on January 4, 2014
 82. Email from Shana Crick to T.J. Stewart dated January 8, 2014
 83. Email from Shana Crick to J. Richard Aramburu dated January 9, 2014

I. SUMMARY

Subdivision is the process of dividing larger parcels of land into smaller parcels, or “lots.” On Mercer Island, the subdivision of land is regulated by Chapter 19.08 of the Mercer Island City Code (MICC), which implements requirements of state subdivision law found primarily at Chapter 58.17 of the Revised Code of Washington (RCW). Under the MICC, division of land into four or fewer lots is accomplished through the “long subdivision” process, which involves administrative decisions made by City staff based on the City Code. Division of land

into five or more lots is called a “long subdivision” and is subject to a public hearing and recommendation by the Planning Commission followed by a final decision by the City Council.

Long subdivision approval is a two step process. First, the Planning Commission recommends and the City Council decides whether to approve a “preliminary plat” (which is a graphic and written representation of the proposed subdivision). If the preliminary plat is approved, the property owner has five years within which to obtain permits for and to build (or in some cases, bond) the required plat improvements (utilities, access roads, etc.), and to meet any other applicable code requirements or conditions of the preliminary plat approval. Once these requirements have been met, the property owner may apply to the City Council for “final plat” approval. A final plat must be approved if it meets the requirements of both the preliminary plat approval and all applicable regulations in place at the time of preliminary plat approval. Once approved, the final plat must be recorded with the county. Only after an approved final plat is recorded may the individual lots be sold or built upon. Any subsequent home construction must be consistent with both the Mercer Island City Code and any applicable plat conditions.

The current proposal would divide the subject property into eighteen residential building lots. The following analysis evaluates the consistency of the proposed long subdivision with requirements of the Mercer Island City Code.

II. FINDINGS OF FACT

Mercer Island City Code (MICC) 19.08.030(A) through (F) provides the criteria for approval of a subdivision. MICC 19.16.010(S) includes long plats in the definition of a subdivision. The following is an analysis of the criteria for approval:

1. MICC 19.08.030(A) states the proposed subdivision shall comply with arterial, capital facility, and land use elements of the Comprehensive Plan; all other chapters of the development code; the Shoreline Management Act; and other applicable legislation.

A. *Proposed subdivisions shall comply with the arterial standards of the comprehensive plan:*

Planning Commission Analysis:

The arterial plan is contained within the Transportation Element of the Comprehensive Plan. The functional classifications of existing roads are provided within Figure 1 in the Transportation Element. The subject property gains access from 84th Avenue SE, which is not classified by the Comprehensive Plan as an arterial. Consequently, the arterial standards specified within the Comprehensive Plan do not apply to this project.

B. *Proposed subdivisions shall comply with the Capital Facility standards of the comprehensive plan:*

Planning Commission Analysis:

The Capital Facilities Element of the Mercer Island Comprehensive Plan provides the Capital Facility standards for the City. Figure 1 of the Capital Facilities Element shows current and future capital facilities. The subject property is not designated as either a current or future capital facility. Therefore, the Capital Facility standards within the Comprehensive Plan do not apply to the proposal.

C. *Proposed subdivisions shall comply with the Land Use Element of the comprehensive plan:*

Planning Commission Analysis:

Goal 8.2 of the Land Use Element, and goal 2.1 of the Housing Element of the city's Comprehensive Plan states “Through zoning and land use regulations provide adequate development capacity to accommodate Mercer Island's projected share of the King County population growth over the next 20

years.” Additionally, the Land Use Element of the city’s Comprehensive Plan identified the following issue outside the Town Center: “The community needs to accommodate two important planning values – maintaining the existing single family residential character of the Island, while at the same time absorbing a relatively small amount of population and housing growth.”

Goal 8.5 of the Land Use Element details how the City should accommodate single family growth by stating that the City should “encourage infill development on vacant or under-utilized sites that are outside of critical areas and ensure that the infill is compatible with the surrounding neighborhood.” The proposed long plat constitutes infill development that increases density on an under-utilized site. Exhibits 10 through 15 conclude that neither a watercourse nor wetland(s) are present on the subject property. While the proposal site does appear to contain steep slopes as well as other geohazard areas (seismic, erosion, and/or landslide hazards), MICC 19.07.060 makes provisions for alterations within geohazard areas and on steep slopes. The applicant has submitted two geotechnical reports and a statement of risk (Exhibits 16 – 18) to guide development of the portions of the site that qualify as geohazard areas.

The existing zoning and Comprehensive Plan designation of the property described in the application is Single Family Residential R-9.6 (9,600 square foot minimum lot size). The proposed and current use of this property is single-family residential (Exhibit 1), which is a permitted use in the R-9.6 zone and consistent with adopted Comprehensive Plan land use element. The proposal results in a density of 3.53 units per acre (18 units / 5.1 acres = 3.26 units/acre), which is consistent with the surrounding development. For comparison, the R-9.6 zone allows for a density of 4.54 units per acre (43,560 square feet / 9,600 square feet = 4.54 units/acre). The proposed density and use is consistent with the allowed density for the zone and the Comprehensive Plan.

D. Proposed subdivisions shall comply with all other chapters of the development code.

Planning Commission Analysis:

An evaluation for consistency with other applicable chapters of the development code (MICC Title 19) is included below:

- i. Title 19 of the Mercer Island City Code specifies noticing requirements for the proposed long plat. The following matrix details the noticing timeline and code requirements for the proposed long plat and SEPA review applications:

Action Required by Code	Applicable Code(s) Requiring Action	Description of Action Taken	Date(s) of Action	Exhibit No.
Determination of Completeness	<ul style="list-style-type: none"> • MICC 19.15.020(C) 	Long plat and SEPA applications determined to be complete	11/8/2013	N/A
Public Notice of Application, Open Record Hearing, and Mitigated Determination of Nonsignificance (MDNS) Likely*	<u>Notice of Application:</u> <ul style="list-style-type: none"> • MICC 19.08.020(E)(2)(a) • MICC 19.15.020(D)(1-7) <u>Public Notice:</u> <ul style="list-style-type: none"> • MICC 19.15.020(E) <u>Open Record Hearing:</u> <ul style="list-style-type: none"> • MICC 19.15.020(D)(3) <u>MDNS Likely:</u> <ul style="list-style-type: none"> • MICC 19.07.120(L) 	Sent to all property owners within 300 feet of the subject property, posted on the subject site, and published in the City Weekly Permit Bulletin*	11/18/2013	5

	<ul style="list-style-type: none"> • MICC 19.15.010(E) • MICC 19.15.020(D)(1) • WAC 197-11-355 			
	<ul style="list-style-type: none"> • MICC 19.08.020(E)(2)(a) 	Published at least 10 days prior to the public hearing in a newspaper of general circulation within the city	11/27/2013	5
	<u>Notice of Application:</u> <ul style="list-style-type: none"> • MICC 19.15.020(D)(2)(g) <u>MDNS Likely:</u> <ul style="list-style-type: none"> • MICC 19.15.010(E) • MICC 19.15.020(D)(1) • WAC 197-11-355 	23 day public comment period provided	11/18/2013 through 5:00 P.M. on 12/11/2013	5

ii. Written comments were provided to the City by the following parties during the public comment periods, which ran from November 18, 2013 to 5:00 P.M. on December 11, 2013 and December 23, 2013 through 5:00 P.M. on January 13, 2014:

Exhibit Number	Party/Parties of Record	Address	Date Received
53	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	November 19, 2013
54	Jay Derr	Van Ness Feldman, L.L.P. 719 Second Avenue, Suite 1150 Seattle, Washington 98104	November 22, 2013
55	Edward Corker	6614 109th Place SE Newcastle, WA 98056	November 26, 2013
56	Katharine Lamperti	8320 SE 30th Place Mercer Island, WA 98040	December 2, 2013
57	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	December 9, 2013
58	Cheryl and William Frizzell	8375 SE 30th Place Mercer Island, WA 98040	December 9, 2013
59	Lisa Zaidi, Ph.D.	8421 SE 30th Street Mercer Island, WA 98040	December 9, 2013
60	Robert W. Thorpe, A.I.C.P.	R.W. Thorpe & Associates 2737 78th Avenue SE, Suite 100 Mercer Island, WA 98040	December 10, 2013
61	Charles Cobbs, M.D.	8225 SE 30th Place Mercer Island, WA 98040	December 10, 2013
62	Beverly Bridge	8400 SE 34th Place Mercer Island, WA 98040	December 11, 2013
63	Justin Deng and Jaime Chang	3219 84th Avenue SE Mercer Island, WA 98040	December 11, 2013

64	T.J. and Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	December 11, 2013
65	Dale Kingman	3215 84th Avenue SE Mercer Island, WA 98040	December 11, 2013
66	Linda Chaves	8265 SE 30th Place Mercer Island, WA 98040	December 11, 2013
67	Richard and Deborah Ferse	3203 84th Avenue SE Mercer Island, WA 98040	December 11, 2013
68	Jeanne McKnight, Ph.D.	6681 East Mercer Way Mercer Island, WA 98040	December 11, 2013
73	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	December 11, 2013
74	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	December 27, 2013
75	T.J. and Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	December 29, 2013
77	Karen Walter	Muckleshoot Indian Tribe Fisheries Division Habitat Program 39015 172nd Avenue SE Auburn, WA 98092	December 30, 2013
79	Robert W. Thorpe, A.I.C.P.	R.W. Thorpe & Associates 2737 78th Avenue SE, Suite 100 Mercer Island, WA 98040	December 30, 2013
80	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 3, 2014
81	T.J. and Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	January 4, 2014
82	T.J. and Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	January 8, 2014
84	Philip Wang	8230 SE 30th Street Mercer Island, WA 98040	January 12, 2014
85	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 13, 2014
86	Christine Acker	Not provided	January 13, 2014
87	Justin Deng	3219 84th Avenue SE Mercer Island, WA 98040	January 13, 2014
88	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 13, 2014
89	Chris Moore	Stimson-Green Mansion 1204 Minor Avenue Seattle, WA 98101	January 13, 2014

- iii. Additional comments were provided to the City by the following parties outside of the specified public comment periods, which ran from November 18, 2013 to 5:00 P.M. on December 11, 2013 and December 23, 2013 through 5:00 P.M. on January 13, 2014:

Exhibit Number	Person(s) Submitting Comments	Address	Date Received
36	Robert W. Thorpe, A.I.C.P.	R.W. Thorpe & Associates 2737 78th Avenue SE, Suite 100 Mercer Island, WA 98040	August 1, 2013
37	Jane Kiker	Eglick Kiker Whited, P.L.L.C. 1000 Second Avenue, Suite 3130 Seattle, WA 98104	August 6, 2013
38	T.J. Stewart	3205 84th Avenue SE Mercer Island, WA 98040	October 3, 2013
39	Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	October 4, 2013
40	Richard Ferse, M.D	3203 84th Avenue SE Mercer Island, WA 98040	October 15, 2013
41	Toni Okada	2909 84th Avenue SE Mercer Island, WA 98040	October 17, 2013
42	Linda Chaves	8265 SE 30th Place Mercer Island, WA 98040	October 18, 2013
43	Richard Ferse, M.D	3203 84th Avenue SE Mercer Island, WA 98040	October 18, 2013
44	Richard Ferse, M.D	3203 84th Avenue SE Mercer Island, WA 98040	October 21, 2013
45	Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	October 22, 2013
46	T.J. and Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	October 24, 2013
47	T.J. Stewart	3205 84th Avenue SE Mercer Island, WA 98040	October 24, 2013
48	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	November 7, 2013
50	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	November 8, 2013
51	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	November 12, 2013
52	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	November 14, 2013
90	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 14, 2014

92	Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040	January 14, 2014
94	Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040	January 14, 2014
95	Linda Brown	Van Ness Feldman, L.L.P. 719 Second Avenue, Suite 1150 Seattle, Washington 98104	January 14, 2014
96	Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	January 14, 2014
97	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 14, 2014

iv. Pursuant to MICC 19.08.020(F)(3), MICC 19.15.010(E), and MICC 19.15.020(F)(1), both an open record public hearing in front of the Planning Commission and a subsequent public meeting with the City Council are required for preliminary long plat applications. The open record public hearing with the Planning Commission was held on Wednesday, January 15, 2014. Written comments were submitted by the following parties during the January 15, 2014 public hearing:

Exhibit Number	Person(s) Submitting Comments	Address	Date Received
100	Richard and Connie Del Missier	8220 SE 29th Street Mercer Island, WA 98040	January 15, 2014
101	Jay Derr	Van Ness Feldman, L.L.P. 719 Second Avenue, Suite 1150 Seattle, Washington 98104	January 15, 2014
102	Fred Glick Design	Mercer Island, WA 98040	January 15, 2014
103	Mercer Island Friends for Responsible Neighborhood Development on the Proposed Plat for the Coval Property	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Suite 2000 Seattle, WA 98104	January 15, 2014
104	Mike Grady	7011 81st Avenue SE Mercer Island, WA 98040	January 15, 2014

v. Additionally, public testimony was provided by the following parties during the open record portion of the public hearing on January 15, 2014:

Person(s) Providing Testimony	Address
J. Richard Aramburu	Aramburu & Eustis, L.L.P., 720 Third Avenue, Pacific Building, Suite 2000 Seattle, WA 98104
Mike Grady	7011 81st Avenue SE Mercer Island, WA 98040
Malcolm Leytham	16300 Christensen Road, Suite 350 Seattle, WA 98188
Scott Luchessa	4013 32nd Avenue W Seattle, WA 98199
Dick Ferse	3203 84th Avenue SE Mercer Island, WA 98040
Linda Chaves	8265 SE 30th Place Mercer Island, WA 98040
Robert Thorpe	5800 West Mercer Way Mercer Island, WA 98040

Kevin Franke	8437 SE 37th Street Mercer Island, WA 98040
Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040
Shawn Boyle	8410 SE 36th Street Mercer Island, WA 98040
Ian Moncaster	8430 SE 36th Street Mercer Island, WA 98040
Toni Okada	2909 84th Avenue SE Mercer Island, WA 98040
T.J. Stewart	3205 84th Avenue SE Mercer Island, WA 98040
Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040
Glenn Blumstein	8241 SE 30th Street Mercer Island, WA 98040
Manny Cawaling	Youth Theatre Northwest, PO Box 296 Mercer Island, WA 98040
Sherry Frizzell	8375 SE 30th Place Mercer Island, WA 98040
Judy Ginn	7815 SE 85th Place Mercer Island, WA 98040
Tsering Short	PO Box 294 Mercer Island, WA 98040
Carrie Sutkiss	3927 86th Avenue SE Mercer Island, WA 98040
Katharine Lamperti	8320 SE 30th Place Mercer Island, WA 98040
Christine Acker	No address given
Phil Randazzo	8212 SE 29th Street Mercer Island, WA 98040
Lisa Zaidi	8231 SE 30th Place Mercer Island, WA 98040
Bruce Leamon	8335 SE 30th Place Mercer Island, WA 98040
Kurt Ferse	2500 81st Avenue SE Mercer Island, WA 98040
Richard Del Missier	8220 SE 29th Street Mercer Island, WA 98040
June Lindsey	8405 West Mercer Way Mercer Island, WA 98040
Carolyn Boatsman	3210 74th Avenue SE Mercer Island, WA 98040
Bruce McCauley	8214 SE 29th Street Mercer Island, WA 98040

vi. The public hearing was continued to Wednesday, January 29, 2014. The record for the public hearing was closed at 5:00 PM on Wednesday, January 22, 2014. Written comments were submitted by the following parties between January 16, 2014 and when the record closed at 5:00 PM on January 22, 2014:

Exhibit Number	Person(s) Submitting Comments	Address	Date Received
105	Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040	January 16, 2014
106	Hardie Cobbs	8225 SE 30th Place Mercer Island, WA 98040	January 16, 2014
107	Pei-Hwa Lin	2901 84th Avenue SE Mercer Island, WA 98040	January 16, 2014
108	Liz Butowicz	8355 SE 34th Street Mercer Island, WA 98040	January 16, 2014
109	Janet Mead	8335 SE 30th Place Mercer Island, WA 98040	January 16, 2014
110	Carolyn Boatsman	3210 74th Avenue SE Mercer Island, WA 98040	January 16, 2014
111	Brenda Sandmaier	8412 SE 33rd Place Mercer Island, WA 98040	January 16, 2014
112	Philip Wang	8230 SE 30th Street Mercer Island, WA 98040	January 16, 2014
113	Werner Glass	8325 SE 34th Street Mercer Island, WA 98040	January 16, 2014
114	Marlene Lemon	4219 Shoreclub Drive Mercer Island, WA 98040	January 17, 2014

115	Alex Silverman	8350 SE 34th Street Mercer Island, WA 98040	January 19, 2014
116	Ian Moncaster	8430 SE 36th Street Mercer Island, WA 98040	January 19, 2014
117	Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040	January 20, 2014
118	Richard and Connie Del Missier	8220 SE 29th Street Mercer Island, WA 98040	January 20, 2014
119	Bharat Shyam	8405 SE 34th Place Mercer Island, WA 98040	January 20, 2014
120	Bob Hoff	8219 SE 28th Street Mercer Island, WA 98040	January 20, 2014
121	Toni Okada	2909 84th Avenue SE Mercer Island, WA 98040	January 20, 2014
122	Rita Moore	6 Fern Hollow Mercer Island, WA 98040	January 21, 2014
123	Cameron Ackley	3050 81st Place SE Mercer Island, WA 98040	January 21, 2014
124	Toni Okada	2909 84th Avenue SE Mercer Island, WA 98040	January 21, 2014
125	Toni Okada	2909 84th Avenue SE Mercer Island, WA 98040	January 21, 2014
127	Nancy R. Lee	4001 West Mercer Way Mercer Island, WA 98040	January 21, 2014
128	Dr. Arny Reich	6221 82nd Avenue SE Mercer Island, WA 98040	January 21, 2014
129	Anita Reich	6221 82nd Avenue SE Mercer Island, WA 98040	January 21, 2014
130	Dale Kingman	Gordon Tilden Thomas & Cordell, LLP 1001 Fourth Avenue, Suite 4000 Seattle, WA 98154	January 21, 2014
131	Jeanette and Paul Reese	4334 89th Avenue SE Mercer Island, WA 98040	January 21, 2014
132	Norma Ho	8253 SE 30th Place Mercer Island, WA 98040	January 21, 2014
133	Sarah Ford	8405 SE 34th Place Mercer Island, WA 98040	January 21, 2014
134	Marion Schwartz	3002 61st Avenue SE Mercer Island, WA 98040	January 21, 2014
135	Justin Deng and Jaime Chang	3219 84th Avenue SE Mercer Island, WA 98040	January 22, 2014
136	Andrea Danen	7711 SE 58th Street Mercer Island, WA 98040	January 22, 2014
137	Richard Vacca	8220 SE 33rd Place Mercer Island, WA 98040	January 22, 2014
138	Jaqueline Tacher	1000 Second Avenue, Suite 3500 Seattle, WA 98104	January 22, 2014
139	Harman Wales	4545 Forest Avenue Mercer Island, WA 98040	January 22, 2014
140	Beverly Greenberg	2730 West Mercer Way	January 22, 2014

		Mercer Island, WA 98040	
141	Richard and Deborah Ferse	3203 84th Avenue SE Mercer Island, WA 98040	January 22, 2014
142	Mr. and Mrs. William Donner	2768 68th Avenue SE Mercer Island, WA 98040	January 22, 2014
143	Diane and Albert Edmonds	2764 71st Avenue SE Mercer Island, WA 98040	January 22, 2014
145	Robert W. Thorpe, A.I.C.P.	R.W. Thorpe & Associates 2737 78th Avenue SE, Suite 100 Mercer Island, WA 98040	January 22, 2014
146	Kim Ferse	4003 West Mercer Way Mercer Island, WA 98040	January 22, 2014
147	Tim Stewart	3205 84th Avenue SE Mercer Island, WA 98040	January 22, 2014
148	Dr. Lisa Zaidi	8231 SE 30th Place Mercer Island, WA 98040	January 22, 2014
149	Mike Grady	7011 81st Avenue SE Mercer Island, WA 98040	January 22, 2014
150	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 22, 2014
151	K. Malcolm Leytham, P.E., Ph.D.	16300 Christensen Road, Suite 350 Seattle, WA 98188	January 22, 2014
152	J. Richard Aramburu	Aramburu & Eustis, L.L.P. 720 Third Avenue Pacific Building, Ste. Suite 2000 Seattle, WA 98104	January 22, 2014
153	James T. Lee	4001 West Mercer Way Mercer Island, WA 98040	
154	Nate and Tammy Luce	3211 84th Ave SE Mercer Island, WA 98040	January 22, 2014
155	Jay Derr	Van Ness Feldman, L.L.P. 719 Second Avenue, Suite 1150 Seattle, Washington 98104	January 22, 2014
156	Jay Derr	Van Ness Feldman, L.L.P. 719 Second Avenue, Suite 1150 Seattle, Washington 98104	January 22, 2014
159	Katharine Lamperti	8320 SE 30th Place Mercer Island, WA 98040	January 22, 2014
160	Sue Stewart	3205 84th Avenue SE Mercer Island, WA 98040	January 22, 2014

vii. The date of the closed record public meeting with the City Council is scheduled for February 24, 2014 and will be held in the Mercer Island City Council Chambers, starting at 7:00 PM and located at 9611 SE 36th Street, Mercer Island, Washington. The City Council is the decision authority for preliminary long plats per MICC 19.15.010(E). The City Council will make a decision on the proposed long plat after considering the Planning Commission's recommendation. Notice for the open record hearing was provided as detailed previously in this report. Subsequent to the City Council's decision regarding

the preliminary long plat, per 19.15.020(H)(2), a Notice of Decision is required to be published in the City's Weekly Permit Bulletin. Additionally, the Notice of Decision will be mailed to all parties of record.

- viii. MICC 19.02.020(C)(1) requires a front yard depth of 20 feet or more, a rear yard depth of 25 feet or more, and a side yard depth to have the sum of at least 15 feet, provided, no side yard abutting an interior lot line shall be less than five feet, and no side yard abutting a street shall be less than 10 feet. The site currently contains a single-family residence, attached pool house and garage, a detached garage, and a driveway. The applicant proposes demolition of the existing structures and removal of the driveway prior to final plat recording (Exhibit 1.3, Note 1). In Exhibit 1, the applicant has identified a building pad for each lot in accordance to MICC 19.08.020(D)(2) and MICC 19.09.090(A). The demolition of single-family residences is regulated by the Building Department. Therefore, prior to final long plat approval, the applicant would be required to apply for all necessary permits and meet the requirements to receive final permit approval in order to meet the building setback requirements for the new property lines within the long subdivision.
- ix. MICC 19.10.020(B)(1) states that a permit is required for tree removal as a result of construction work (Exhibit 6). The City Arborist has provided comments that would ensure consistency with Chapter 19.10 MICC and are incorporated as recommended conditions of approval.
- x. MICC 19.15.010(E) states that the City Council is the decision authority for final long plat approvals. MICC 19.08.020(F)(5)(a) states that "once the preliminary plat for a long subdivision has been approved by the city, the applicant has five years to submit a final plat meeting all requirements of this chapter to the city council for approval." A plat that has not been recorded within five years after its preliminary approval shall expire, becoming null and void. A new application must be submitted to revitalize an expired plat. In order for the applicant to comply with this requirement, it is recommended that it become a condition of approval.
- xi. MICC 19.08.020(F)(4) states "as a condition of preliminary approval of a project, the City Council in the case of a long subdivision...may require the installation of plat improvements as provided in MICC 19.08.040 which shall be conditions precedent to final approval of the long subdivision." The City Engineer has reviewed the proposed long subdivision for compliance with MICC 19.08.020 and provided the necessary conditions of approval, which are included in this report.

E. Proposed subdivisions shall comply with the Shoreline Management Act:

Planning Commission Analysis:

The proposal is not within 200 feet of a shoreline, and is not considered to be located within "shorelands" as defined by MICC 19.16.010(S). Consequently, the Shoreline Management Act is not applicable per MICC 19.07.110(A)(2) and RCW 90.58.030(2)(f).

F. Proposed subdivisions shall comply with other applicable legislation:

Planning Commission Analysis:

The requirements for long subdivision regulations, including RCW 58.17, have been adopted by the City of Mercer Island. An evaluation for consistency with other applicable legislation is included below.

- i. The eighteen lot long plat proposal is subject to review under the State Environmental Policy Act (SEPA) per MICC 19.07.120(J)(1) and WAC 197-11-704(2)(a). The applicant's current SEPA checklist was received by the City on October 30, 2013 (Exhibit 6). After review of the checklist, the optional DNS process, pursuant to WAC 197-11-355, was initially used. The first comment period ran from November 18, 2013 until 5:00 P.M. on December 11, 2013. This was concurrent with the comment period for the Notice of Application. Staff issued a Mitigated Determination of Nonsignificance, as described by WAC 197-11-350, subject to nine mitigation conditions (Exhibit 7). The MDNS was ultimately issued under WAC 197-11-340(2) to allow for an additional comment period associated with the MDNS. The second SEPA comment period ran for fourteen days from December 23, 2013 until 5:00 P.M. on January 6, 2014. The appeal period ran concurrent with the

second SEPA comment period from December 23, 2013 until 5:00 P.M. on January 6, 2014. It was requested that the second comment period and the appeal period be extended (Exhibits 73, 74, and 77). MICC 19.07.120(T)(2) and MICC 19.15.020(J)(1) restrict SEPA appeal periods within the City to fourteen days. Therefore, an extension to the SEPA appeal period could not be permitted. However, staff extended the general comment period, which ended at 5:00 P.M. on January 13, 2014 (Exhibit 78). This allowed for a total of 44 days for the public to submit comments on the potential environmental impacts of the project. No appeal was received.

2. MICC 19.08.030(B) requires that:

- A. The subdivision shall be reconciled as far as possible with current official plans for acquisition and development of arterial or other public streets, trails, public buildings, utilities, parks, playgrounds, and other public improvements.*

Planning Commission Analysis:

The current official plans for acquisition and development of arterial or other public streets, trails, public buildings, utilities, parks, playgrounds, and other public improvements do not designate any portion of the subject property. This does not apply.

- B. If the preliminary plat includes a dedication of a public park with an area of less than two acres and the donor has designated that the park be named in honor of a deceased individual of good character, the city shall adopt the designated name.*

Planning Commission Analysis:

The proposed long plat does not propose to include a dedication of a public park. Therefore, this provision does not apply.

3. MICC 19.08.030(C) requires that:

- A. Where the project may adversely impact the health, safety, and welfare of, or inflict expense or damage upon, residents or property owners within or adjoining the project, other members of the public, the state, the city, or other municipal corporations due to flooding, drainage problems, critical slopes, unstable soils, traffic access, public safety problems, or other causes, the code official shall require the applicant to adequately control such hazards or give adequate security for damages that may result from the project, or both.*

Planning Commission Analysis:

The City of Mercer Island Engineering Division has identified applicable stormwater mitigation measures, which if implemented as conditions of approval, would adequately control any potential flooding or drainage problems. Additional requirements may be imposed at the time of building permit review. The site contains steep slopes and other geohazard areas. However, construction on the site will be guided by the recommendations of a geotechnical engineer (Exhibits 16 – 18) as required by MICC 19.07060. Furthermore, the site has not been identified as having traffic access hazards or other public safety problems.

- B. If there are soils or drainage problems, the City Engineer may require that a Washington registered civil engineer perform a geotechnical investigation of each lot in the project. Stormwater shall be managed in accordance with the criteria set out in MICC 15.09.030 and shall not increase likely damage to downstream or upstream facilities or properties.*

Planning Commission Analysis:

The applicant has submitted reports by a Geotechnical Engineer (Exhibits 16 – 18) to address any potential soils issues. Additional reports may be required at the time of building permit review for individual lots. The Building Official may also require that a Geotechnical Engineer be present during

construction to monitor the work and recommend special techniques or mitigating measures. Plans for stormwater management are provided within Exhibits 1 and 19. If stormwater measures are implemented, as required by the Engineering Division, the stormwater would be managed in accordance with the criteria set out in MICC 15.09.030 and would not increase the likely damage to downstream or upstream facilities or properties.

- C. *Alternative tightline storm drains to Lake Washington shall not cause added impact to the properties, and the applicant shall submit supportive calculations for storm drainage detention.*

Planning Commission Analysis:

The applicant is not proposing to tightline storm drains to Lake Washington. The applicant will be utilizing a detention vault in addition to some infiltration where feasible and a storm drain easement that would convey stormwater into existing culverts (Exhibits 1.3, 1.4, and 19).

- 4. MICC 19.08.030(D) requires for streets, roads and rights-of-way that:

- A. *The width and location of rights-of-way for major, secondary, and collector arterial streets shall be as set forth in the comprehensive arterial plan.*

Planning Commission Analysis:

The applicant is neither proposing to alter an existing arterial, nor construct an extension of an existing arterial. This provision does not apply.

- B. *Public rights-of-way shall comply with the requirements set out in MICC 19.09.030.*

Planning Commission Analysis:

The construction and design standards for arterial and local access streets are defined by MICC 19.09.030. The subject property is accessed from 84th Avenue SE, which is a public right-of-way, but is not classified as an arterial. The applicant is proposing to dedicate the eastern 30 feet of the subject property to the City as right-of-way because the existing public road is presently located on private property (Exhibit 1.1). However, 84th Avenue SE will not be modified other than the addition of a gravel shoulder adjacent to the subject property along the western edge of the road (Exhibit 1.5). Therefore, this provision does not apply.

- C. *Private access roads shall meet the criteria set out in MICC 19.09.040.*

Planning Commission Analysis:

The proposal will result in the construction of one access tract within the proposed subdivision for ingress and egress. MICC 19.09.040(B) requires that private access roads serving three or more single family residences be at least 20 feet in width. The applicant is proposing that the access tract be 24 feet wide with a 20 foot paved surface (Exhibit 1.5) and 20 feet wide with 20 foot wide pavement within the proposed turnaround (Exhibit 1.1). Since the road is longer than 150 feet, a turnaround is provided (Exhibit 1.1). Lastly, the gradient of the proposed road shall not exceed 15 percent (Exhibit 1.5).

- D. *Streets of the proposed subdivision shall connect with existing improved public streets, or with existing improved private access roads subject to easements of way in favor of the land to be subdivided.*

Planning Commission Analysis:

The applicant is proposing a new private access road tract, which will connect with 84th Avenue SE, an existing public street. This provision is met.

- 5. MICC 19.08.030(E) requires for residential lots in new subdivisions that:

- A. The area, width, and depth of each residential lot shall conform to the requirements for the zone in which the lot is located. Any lot which is located in two or more zones shall conform to the zoning requirements determined by the criteria set out in MICC 19.01.040(G)(2).

Planning Commission Analysis:

MICC 19.01.040(G)(2) provides the guidelines for determining which zoning designation applies when a boundary between zones divides a lot into two or more pieces. A review of the current adopted zoning map finds that the subject parcel is located entirely with the R-9.6 zone. Per MICC 19.02.020(A), the minimum lot area for the underlying R-9.6 zone is 9,600 square feet. MICC 19.02.020(A) also requires a minimum lot width of 75 feet and a minimum lot depth of 80 feet.

DIMENSIONAL STANDARDS (AREA, WIDTH, AND DEPTH)

The table below shows the proposed lot dimensions:

	Net Lot Area¹ (square feet)	Minimum Lot Width (feet)	Minimum Lot Depth (feet)
Lot 1	10,060	75	134
Lot 2	10,179	76	134
Lot 3	10,321	77	134
Lot 4	10,688	80	134
Lot 5	11,750	75	157
Lot 6	11,749	75	157
Lot 7	11,747	75	157
Lot 8	11,745	75	157
Lot 9	10,414	82	129 +/-
Lot 10	12,112	94	115 +/-
Lot 11	10,260	75	115 +/-
Lot 12	10,257	75	115 +/-
Lot 13	11,297	89	115 +/-
Lot 14	10,204	85	137 +/-
Lot 15	11,349	75	151
Lot 16	11,335	75	151
Lot 17	11,341	75	151
Lot 18	11,136	75	151

¹ Net area is the lot area excluding that portion of the lot which is part of a vehicular access easement per MICC 19.02.020(A)(2). The term "easement" is included in definition of street in MICC 19.16.010(S).

BUILDING PADS

Setbacks, Rights-of-Way, and Width

Per MICC 19.09.090(A), building pads must be identified, and MICC 19.09.090(A)(3) states that "no cross-section dimension of a building pad shall be less than 20 feet in width." The building pad shall not be located within yard setbacks, rights-of-way, and critical areas or their buffers. The preliminary long plat in Exhibit 1 indicates that the building pads proposed by the applicant are exclusive of setbacks, rights-of-way, and do not have any cross-section widths less than 20 feet.

Critical Areas - Watercourses and Wetlands

The City's maps indicate the presence of a Type 2 watercourse on site (MICC Title 19, Exhibit E). However, MICC 19.07.020(C) stipulates that the locations of the critical areas shown in Appendix E of MICC Title 19 are approximate and that the "maps are to be used as a reference only." Furthermore, MICC 19.07.020(C) designates the applicant as being responsible "for determining the scope, extent and boundaries of any critical areas to the satisfaction of the code official." As part of the requirements for a critical areas determination application (CAO13-002), the applicant provided a critical areas study

(Exhibit 10), which was peer reviewed by a qualified professional chosen by the City (Exhibit 11). Both the critical areas study and the peer review determined that a Type 2 watercourse as shown in MICC Title 19 Exhibit E was not present on site. In order to classify a feature as a “watercourse,” it must meet the definition of “watercourse” in MICC 19.16.010(W):

A course or route, formed by nature and generally consisting of a channel with a bed, banks, or sides throughout substantially all its length, along which surface waters, with some regularity (annually in the rainy season), naturally and normally flow in draining from higher to lower lands. This definition does not include irrigation and drainage ditches, grass-lined swales, canals, storm water runoff devices, or other courses unless they are used by fish or to convey waters that were naturally occurring prior to construction.

The Watershed Company’s peer review (Exhibit 11) stated that there may be wetland conditions on the site that should be evaluated. The applicant’s biologist, Larry Burnstad with Watershed Dynamics, examined the site and did not find any conditions that would support the presence of a wetland (Exhibit 12 and 13) as defined by MICC 19.16.010(W):

Areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal conditions do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands do not include artificial wetlands, such as irrigation and drainage ditches, grass-lined swales, canals, landscape amenities, and detention facilities or those wetlands that were unintentionally created as a result of the construction of a road or street unless the artificial wetlands were created to mitigate the alteration of a naturally occurring wetland. For identifying and delineating a regulated wetland, the city will use the Wetland Manual.

The City contracted for peer review of the applicant’s findings (Exhibit 14). The City’s consultant conducted the peer review, which included a site visit, and found that wetlands, as defined by MICC 19.16.010(W), did not exist in the site. On June 18, 2013, the City issued a letter to Mr. Giesbrecht agreeing that there was neither a watercourse nor wetland(s) on the Coval property (Exhibit 15). As a result, the critical areas determination, which is defined by MICC 19.16.010(C) as “an administrative action by the code official pursuant to MICC 19.15.010(E) to allow reduction or averaging of a wetland or watercourse buffer, or alteration of a steep slope,” was no longer necessary. Without a watercourse and/or wetland(s) on site, there would be no buffers to reduce. The critical areas determination was withdrawn on October 14, 2013 and the file was closed. A more thorough explanation of the critical areas determination process and this specific critical areas identification can be found in Exhibit 73. Since no wetlands or watercourses were found on the subject property, the building pads are located outside of any wetlands, watercourses, or their associated buffers.

Critical Areas - Geologic Hazard Areas

City maps show that the subject property may contain steep slopes, landslide hazard areas, seismic hazard areas, and erosion hazard areas. The following is an analysis of geologic hazard areas on the subject property as they relate to the proposed building pads.

Landslide Hazards (including Steep Slopes)

Landslide hazard areas are defined by MICC 19.16.010(L) as:

Those areas subject to landslides based on a combination of geologic, topographic, and hydrologic factors, including:

1. *Areas of historic failures;*
2. *Areas with all three of the following characteristics:*
 - a. *Slopes steeper than 15 percent; and*
 - b. *Hillsides intersecting geologic contacts with a relatively permeable sediment overlying a relatively impermeable sediment or bedrock; and*
 - c. *Springs or ground water seepage;*

3. *Areas that have shown evidence of past movement or that are underlain or covered by mass wastage debris from past movements;*
4. *Areas potentially unstable because of rapid stream incision and stream bank erosion; or*
5. *Steep Slope. Any slope of 40 percent or greater calculated by measuring the vertical rise over any 30-foot horizontal run.*

According to the applicant's Geotechnical report (Exhibit 16), Lots 10, 11, 12, and 13 meet criteria 1 and 5 for landslide hazard areas. Steep slopes are also included within the definition of landslide hazard areas in MICC 19.16.010(L). Additionally, steep slopes are defined by MICC 19.16.010(S) as "any slope of 40 percent or greater calculated by measuring the vertical rise over any 30-foot horizontal run. Steep slopes do not include artificially created cut slopes or rockeries." In addition to being located within a landslide hazard area, Lots 10, 11, 12, and 13 also contain steep slopes.

MICC 19.09.090(A)(2) allows for the placement of building pads within landslide hazard areas (including steep slopes). MICC 19.09.090(A)(2) states:

...building pads may be located within landslide hazard areas when all of the following are met: (a) a qualified professional determines that the criteria of MICC 19.07.060(D), Site Development, is satisfied; (b) building pads are sited to minimize impacts to the extent reasonably feasible; and (c) building pads are not located in steep slopes or within 10 feet from the top of a steep slope, unless such slopes, as determined by a qualified professional, consist of soil types determined not to be landslide prone.

The complete criteria for locating building pads within landslide hazard areas are shown in italics below. Planning Commission analysis follows each requirement:

- (a) *A qualified professional determines that the criteria of MICC 19.07.060(D), Site Development, are satisfied. MICC 19.07.060(D) requires the qualified professional to demonstrate:*
 1. *Development Conditions. Alterations of geologic hazard areas may occur if the code official concludes that such alterations:*
 - a. *Will not adversely impact other critical areas;*
 - b. *Will not adversely impact (e.g., landslides, earth movement, increase surface water flows, etc.) the subject property or adjacent properties;*
 - c. *Will mitigate impacts to the geologic hazard area consistent with best available science to the maximum extent reasonably possible such that the site is determined to be safe; and*
 - d. *Include the landscaping of all disturbed areas outside of building footprints and installation of all impervious surfaces prior to final inspection.*

On page 3 of the Geotechnical Report submitted on October 10, 2013 (Exhibit 17), a statement is provided by the engineer that verifies that the proposed development will meet requirements MICC 19.07.060(D)(1)(a and b). The Statement of Risk (Exhibit 18) states that the proposal complies with MICC 19.07.060(D)(1)(c). MICC 19.07.060(D)(1)(d) shall be recommended as a condition of preliminary approval.

2. *Statement of Risk. Alteration within geologic hazard areas may occur if the development conditions listed above are satisfied and the geotechnical professional provides a statement of risk with supporting documentation indicating that one of the following conditions can be met:*
 - a. *The geologic hazard area will be modified, or the development has been designed so that the risk to the lot and adjacent property is eliminated or mitigated such that the site is determined to be safe;*
 - b. *Construction practices are proposed for the alteration that would render the development as safe as if it were not located in a geologic hazard area;*

- c. *The alteration is so minor as not to pose a threat to the public health, safety and welfare; or*
- d. *An evaluation of site specific subsurface conditions demonstrates that the proposed development is not located in a geologic hazard area.*

The applicant has provided a Statement of Risk to the City, which was prepared by their Geotechnical Engineer (Exhibit 18). The State of Risk indicates that “development practices are proposed for the alterations that would render the affected lots as safe as if they were not located in a geologic hazard area.” Consequently, the proposal would meet the requirements of MICC 19.07.060(D)(2)(b)

- 3. *Development Limitations. Within a landslide hazard area, the code official may restrict alterations to the minimum extent necessary for the construction and maintenance of structures and related access where such action is deemed necessary to mitigate the hazard associated with development.*

The Code Official retains the right to restrict alterations as specified within MICC 19.07.060(D)(3).

- 4. *Seasonal Limitations. Land clearing, grading, filling, and foundation work within geologic hazard areas are not permitted between October 1 and April 1. The code official may grant a waiver to this seasonal development limitation if the applicant provides a geotechnical report of the site and the proposed construction activities that concludes erosion and sedimentation impacts can be effectively controlled on-site consistent with adopted storm water standards and the proposed construction work will not subject people or property, including areas off-site, to an increased risk of the hazard. As a condition of the waiver, the code official may require erosion control measures, restoration plans, and/or an indemnification/release agreement. Peer review of the geotechnical report may be required in accordance with subsection C of this section. If site activities result in erosion impacts or threaten water quality standards, the city may suspend further work on the site and/or require remedial action; and*

The seasonal development limitation described in MICC 19.07.060(D)(4) applies to the proposal unless a waiver is granted.

- (b) *Building pads are sited to minimize impacts to the extent reasonably feasible; and*

Proposed building pads have been sited to minimize impacts to critical areas while preserving trees on site. Nevertheless, it may be possible to move the building pads on Lots 10, 11, 12, and 13 further to the east. Alternatively, the applicant could submit a setback deviation per MICC 19.02.020(C)(4) to reduce the front setbacks on Lots 10, 11, 12, and 13 to minimize impacts to the steep slope.

- (c) *Building pads are not located in steep slopes or within 10 feet from the top of a steep slope, unless such slopes, as determined by a qualified professional, consist of soil types determined not to be landslide prone.*

The building pads proposed for Lots 10, 11, 12, and 13 are located partially on steep slopes. As required by MICC 19.09.090(A)(2), building pads may not be located on steep slopes unless a qualified professional shows that the slopes are comprised of soil types determined to not be landslide prone. Exhibits 16 and 17 indicate that although the western steel slope is stable, it is located within a landslide hazard area. Therefore, the building pad must either be removed from the steep slope or the applicant shall provide additional information from a geotechnical engineer that demonstrates that the soils comprising the steep slopes are not landslide prone. This shall be recommended as a condition of approval.

Erosion Hazards

Erosion hazard areas are defined by MICC 19.16.010(E) as “those areas greater than 15 percent slope and subject to a severe risk of erosion due to wind, rain, water, slope and other natural agents including those soil types and/or areas identified by the U.S. Department of Agriculture’s Natural Resources Conservation Service as having a “severe” or “very severe” rill and inter-rill erosion hazard.” By this definition and as discussed in Exhibit 16, Lots 10, 11, 12, 13, 15, and 16 may have erosion hazard areas. Erosion risk will have to be mitigated as discussed in Exhibits 16 and 17.

Seismic Hazards

Seismic hazard areas are defined by MICC 19.16.010(S) as “areas subject to severe risk of damage as a result of earthquake induced ground shaking, slope failure, settlement, soil liquefaction or surface faulting.” Page 6 of the Geotechnical report submitted on July 30, 2013 (Exhibit 16) describes how the subject property does not meet the definition in MICC 19.16.010(S) of a seismic hazard, as there is little risk for severe damage resulting from an earthquake and future design of proposed structures would “mitigate impacts associated with ground shaking.” Therefore, the building pads are not proposed to be located within seismic hazard areas.

Planning Commission finds that all proposed lots, as illustrated in Exhibit 1, would meet or exceed the minimum lot area, width, and depth requirements. With the exception of Lots 10, 11, 12, and 13, all lots appear to meet the minimum building pad requirements in MICC 19.09.090(A).

- B.** *Each side line of a lot shall be approximately perpendicular or radial to the center line of the street on which the lot fronts.*

Planning Commission Analysis:

The side lot lines of all proposed lots are either perpendicular or radial to the access easement upon which they front. This requirement is met.

- 6.** MICC 19.08.030(F) requires for special conditions:

- A.** *Subdivisions abutting an arterial street as shown on the comprehensive arterial plan shall be oriented to require the rear or side portion of the lots to abut the arterial and provide for internal access streets.*

Planning Commission Analysis:

The subject property gains access from 84th Avenue SE, which is not designated by the Mercer Island Comprehensive Plan as an arterial street. Therefore, proposed lots within the subdivision are not required to be situated so that either a side or rear portion of the lot abuts 84th Avenue SE. Furthermore, the proposed lots are not required to gain access from an internal street (Exhibit 1.1).

- B.** *Where Critical Areas meeting the criteria set out in Chapter 19.07 MICC are present within the subdivision, the code official or city council may require additional restrictions on the lots.*

Planning Commission Analysis:

As discussed above, City maps indicate the presence of erosion hazards, landslide hazards, seismic hazards, and steep slopes on the subject property. The previous analysis indicates that Lots 10, 11, 12, and 13 are impacted by landslide hazard areas, including steep slopes (Exhibits 16 - 18), but the location of building pads on these lots is permitted by MICC 19.09.090(A) and future development of the specified lots is allowed subject to MICC 19.07.060. Additionally, erosion hazard areas appear to impact Lots 10, 11, 12, 13, 15, and 16. However, development of these lots is permitted by MICC 19.07.060 as guided by the submitted geotechnical reports (Exhibits 16 – 18). Additionally, Exhibits 10 – 15 show that there are no features on the subject property that meet the definition of wetland and/or watercourse as defined by MICC 19.16.010(W). As all proposed alterations within critical areas are permitted by the MICC, the Code Official is not recommending additional restrictions beyond what is required by the Mercer Island City Code.

7. MICC 19.08.020(F)(1) requires that all preliminary approvals or denials of subdivisions shall be accompanied by written findings of fact demonstrating that:

- A. The project does or does not make appropriate provisions for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school.*

Planning Commission Analysis:

Reviews by the City Engineer, the City Arborist, the Building Official, the Code Official, and the Fire Code Official have been completed to ensure appropriate provisions for fire protection, ingress/egress access, stormwater, potable water supply, sanitary sewer, and safe/buildable areas; and find that the public health, safety, and general welfare would be protected if the conditions of approval are met. Development of the subject property shall be guided by the technical reports submitted by the applicant (Exhibits 8, 9, 16, 17, 18, and 19). Further measures are required by the SEPA MDNS (Exhibit 7), which will mitigate potential environmental impacts.

A review for consistency with the Land Use and Capital Facility Elements of the Comprehensive plan finds that there are no identified needs in the area for parks and recreation, playgrounds, schools and school grounds. However, the Facilities Improvement Plan within the City's Pedestrian and Bicycle Plan has identified 84th Avenue SE adjacent to the site as the location for a proposed pedestrian crossing. Along its western boundary, the subject property abuts an identified future location for stairs. A trail across the subject property would connect the proposed crosswalk to the future stairs, effectively enhancing connectivity between Upper Luther Burbank Park and the Town Center. The proposed subdivision includes a proposed pedestrian easement, which feeds into an existing pedestrian easement to the southwest, to provide for this connection (Exhibit 1.1).

84th Avenue SE adjacent to the subject property lacks sidewalks, but the applicant is proposing 8 foot wide gravel shoulders, thus providing space for students to walk to and from school and those waiting for the bus (Exhibit 1.1).

The closest transit stop is approximately one half mile from the site at the intersection of 84th Avenue SE, SE 39th Street, and Island Crest Way. The City does not determine the location of new transit stops.

Planning Commission finds that the proposal makes appropriate provisions for the public health, safety, and general welfare

- B. The public use and interest will or will not be served by approval of the project.*

Planning Commission Analysis:

The City finds that uncoordinated and unplanned growth, together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by residents of the city. The proposed subdivision would comply with this goal and help to achieve the state mandated population growth targets (RCW 36.70A.215), which have been adopted in the City's Comprehensive Plan, in a manner consistent with the zoning adopted for the area in 1965 (Ordinance 123). Therefore, the public use and interest will be served by approval of the project due to compliance with the comprehensive plan, growth targets, and coordinated growth.

C. *The project does or does not conform to applicable zoning and land use regulations.*

Planning Commission Analysis:

As discussed above, the project would conform to all applicable zoning and land use regulations including, but not limited to, setbacks, impervious surface coverage, gross floor area, and critical areas.

III. CONCLUSIONS OF LAW

Based on the above Findings of Facts, the following Conclusions of Law have been made:

1. The proposed subdivision is consistent with, and therefore, would comply with the arterial, capital facility, and land use elements of the Comprehensive Plan. Additionally, the proposed long plat would be consistent with, and therefore, comply with all other chapters of the development code, the Shoreline Management Act, and other applicable regulations, subject to the conditions of approval.
2. The use of this property is residential, which is a permitted use in the underlying zone. The residential proposal in the underlying zone is consistent with the adopted current and official Comprehensive Plan land use element, and plans for arterial streets, trails, public facilities, utilities, parks and playgrounds, subject to the conditions of approval.
3. The public health and welfare will be served by the approval of the project because it will provide additional housing to meet the City's growth management targets, and provide improved drainage along the adjacent right-of-way. The residential proposal does not create adverse impacts to health, safety or welfare or inflict damage to adjacent properties or the public interests for flooding, drainage, slopes, unstable soils, traffic, public safety or other causes, subject to the conditions of approval.
4. The proposed long plat is consistent with the requirement for streets, roads, and rights-of-way if the requirements of the City of Mercer Island Engineering Department are met for this long plat.
5. The proposal meets the minimum lot area, width, and depth of each residential lot for the zone in which the lots are located, and complies with all applicable zoning regulations.
6. Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) the public use and interest will be served by the platting of such subdivision and dedication.

IV. PLANNING COMMISSION RECOMMENDATION

Based upon the above noted Findings of Fact and Conclusions of Law, long plat application SUB13-009 for an eighteen lot long plat, as depicted in Exhibit 1, is hereby recommended for preliminary approval, subject to the conditions of approval noted below. This decision is final, unless appealed in writing consistent with adopted appeal procedures.

V. PLANNING COMMISSION RECOMMENDED CONDITIONS OF APPROVAL

It is hereby recommended that the following conditions shall be binding on the "Applicant," which shall include owner or owners of the property, heirs, assign and successors.

General

1. The final plat shall be designed substantially in conformance with the preliminary plat of record submitted as part of this long plat application, Exhibit 1, and as required to be amended by the Conditions of Approval.
2. The proposed and future development of this property shall comply with the zoning district, or as amended at the time of development.
3. The removal of native vegetation is to be minimized and limited to active construction areas.
4. The existing structures and impervious surface coverage on site shall be demolished prior to issuance of final approval of this long plat.
5. The applicant has five years to submit a final plat meeting all requirements of the Conditions of Approval. A plat that has not been recorded within five years after its preliminary approval shall expire. A new application is required to revitalize an expired preliminary plat.
6. This long plat is subject to the mitigation conditions included within the SEPA Mitigated Determination of Nonsignificance issued for project number SEP13-031 on December 23, 2013.
7. Noise impacts shall be minimized. The applicant should conduct the most disruptive and noisiest elements of site development and construction during those times when adjacent residents are less likely to be home, which is generally between 8:00 A.M. and 5:00 P.M. on weekdays (Monday through Friday).
8. Per MICC 19.07.060(D)(1)(d), include the landscaping of all disturbed areas outside of building footprints and installation of all impervious surfaces prior to final inspection of applicable permits.
9. Proposed building pads on Lot 10, 11, 12, and 13 must either be removed from the existing steep slope or the applicant shall provide additional information from a geotechnical engineer demonstrating that the soils comprising the steep slopes are not landslide prone.
10. Prior to commencement of construction on the site, the applicant shall submit a plan, that includes, but is not limited to traffic management with certified flaggers, parking on site and haul routes related to construction activity, and hours of certain construction activities if the construction activity would affect pedestrian traffic on 84th Ave SE.
11. At the time of Final plat recording, the applicant shall contribute \$50,000 to the City's Street fund to be used toward one of the pedestrian circulation improvements along 84th Ave SE identified in the 2010 City of Mercer Island Pedestrian and Bicycle Facilities Plan (Project N-18, N-19, or N-20).
12. The final plat shall contain a note, or other permanent restriction, with terms acceptable to the applicant and the City Attorney, that requires the homeowner to obtain a tree permit from the City pursuant to the criteria for removal found in MICC 19.10.040(B)(Trees on Private Property) prior to removing any tree from the homeowner's lot that has been identified for retention at issuance of a building permit and not only for trees located within a critical tree area, as otherwise required by MICC Chapter 19.10.

Arborist

1. Pursuant to MICC 19.10.020, a Tree Permit is required before any work begins, including demolition and grading.
2. You are required to use methods in conjunction with the city arborist and your project arborist that show you have used "reasonable best efforts" per MICC 19.10.040(B) and "best construction

practices" per MICC 19.10.080(A) to avoid damaging protected trees during plat and individual lot development.

3. A tree protection inspection is required before any plat work begins, including demolition and grading, per MICC 19.10.080 (A)(3).
4. Submitted materials for your plat and building permit applications must show tree protection at the drip lines along with the proposed location of all utilities on the site utility sheets. Per the City Tree Ordinance, MICC 19.10.040(B), reasonable best efforts must be taken to avoid taking a protected tree during development of the lot.
5. At time of site development, tree removal is limited to those trees identified on the plat plan that accommodate site development infrastructure improvements [MICC 19.10.080(A)(3)]. Trees that must be removed at a later date will be considered at time of building permit submittal. Any additional removals must be approved by the City Arborist prior to their removal. At that time, you will be required to follow building permit submittal requirements as stated in MICC 19.10.080.
6. Final tree protection and removal will be determined in the field after all plat improvements are accurately staked in the field
7. You are required to install all site development replacement trees before final approval of the plat (MICC 19.10.060). Please install trees on perimeters and outside of building pads so they are not damaged during future construction.

Fire Code Official

1. The proposed private access road shall have a paved surface no less than 26 feet in width to accommodate guest parking on one side of the road to increase safety and lessen overflow parking on 84th Ave SE. The 26 feet must be comprised of a surface that satisfactorily meets all requirements of the fire code.
2. Two fire hydrants are required. The second hydrant is required to be installed at 300 feet to 350 feet spacing from the new one shown on Exhibits 1.6 and 26.

Engineering

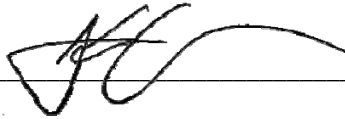
1. Easements for shared access, utilities, and storm drainage facilities shall be depicted on the face of the final plat. Language which indicates joint rights and responsibilities of each lot with respect to all utilities and roadways shall be shown along with individual lot Joint Maintenance Easement Agreements (where applicable) for all shared usage and filed with the King County Recorder and noted on the final plat. The easement shall indicate whether it is public or private, existing or proposed.
2. All damage to adjacent properties or public rights-of-way resulting from construction (e.g., siltation, mud, water, runoff, roadway damage caused by construction equipment or hauling) shall be expeditiously mitigated and repaired by the contractor, at no expense to the City. Failure to mitigate and repair said damage, or to comply with the approved construction plans, the permits issued by the City, or the City requirement for corrective action shall be cause for the issuance of a "Stop Work" order, foreclosure on the plat bond/security, and/or other measures deemed appropriate by the City Engineer or Code Official to ensure construction consistent with the approved plans and protection of public safety.
3. The final plat shall be prepared in conformance with Title 58 RCW and Surveys shall comply with Chapter 332-130 WAC. Additionally, provide the final plat as a DXF Autocad file, PDF, and mylar hardcopy. Submit using Mercer Island's datum and tie the plat to at least two monuments.
4. A City of Mercer Island title block for approval signatures (Planner and City Engineer) shall be provided on the final plat along with the designated Long plat number.

5. Construction of all improvements for access, utilities, storm drainage, and site work shall comply with current City ordinances and the requirements of the City Engineer.
6. All utilities serving the plat shall be under grounded (MICC 19.09.040) and shall be designed and constructed in accordance with City of Mercer Island Ordinances.
7. Long plat improvement plans prepared by a Washington State licensed engineer shall be submitted for review and approval by the City Engineer. The improvement plans shall include:
 - a. Plat access road - Comply with the Fire Code Official Requirements and standards contained in MICC 19.09.040. Provide detail design for the access road.
 - b. Temporary Erosion Control measurements.
 - c. Grading Plan.
 - d. Water main and appurtenances
 - Show the existing water mains (locations, sizes, and materials) along 84th Ave. SE and along the south property line.
 - Fire hydrants – Show the locations of existing and new hydrants.
 - Water main – Extend an 8” ductile iron main from the City water main in 84th Ave. SE to serve the plat in a manner that provides both domestic water and fire suppression needs acceptable to the City Engineer and Fire Code Official. The design shall minimize the use of bends, use reasonable best efforts to protect regulated trees, and minimize utility crossings.
 - Provide a minimum of 7.5 feet of separation between the water main and private storm drainage system.
 - Provide a minimum of ten feet of separation between the water main and sanitary sewer main.
 - Show the locations and sizes of the proposed water meters and water services for all lots. The proposed water meters shall be located within the public right of way or proposed public utility easement.
 - Show the approximate locations of the driveways for each lot, so the water meters will not be located within the driveway areas.
 - Abandon the existing water service tap at the city water mains. The location of the existing water service tap shall be located and shown on the plan.
 - e. Sanitary sewer and appurtenances
 - Extend an 8” sewer main to serve all lots of the plat.
 - Show the sanitary sewer stub outs.
 - Abandon the existing side sewer at the city sewer main.
 - f. Stormwater
 - Show the storm drainage stub outs for all lots.
 - Provide treatment of runoff from the street and any other pollution generating impervious surfaces (PGIS) in accordance with 2005 Department of Ecology’s Stormwater Management Manual.
 - Provide on-site detention system in accordance with the 2005 Department of Ecology’s Stormwater Management Manual as amended by MICC 15.09. The pre-developed condition must be modeled as “2nd growth forest”. The drainage report, detention system calculations and drainage plan shall be prepared by a civil engineer licensed by the State of Washington.
 - If the applicant contemplates the use of infiltration for management of stormwater runoff from some of the lots, a minimum of one soil log for each proposed infiltration trench location is required. The soil report and infiltration system design shall be in accordance with the 2005 Department of Ecology’s Stormwater Management Manual. If infiltration is not deemed feasible by the City Engineer based on the soil investigation, then the plat detention system must be designed to serve these lots.

- The applicant's civil engineer must inspect and confirm the condition of the existing drainage system on Lot 7 from the southern neighboring property and replace if needed as determined by the City Engineer.
 - The existing drainage ditch along the frontage of 84th Ave. SE shall be piped and filled to accommodate the construction of a gravel shoulder.
 - A Department of Ecology Construction General Permit is required for this project.
- g. Right of way
- Dedicate 30 feet of right of way to the City of Mercer Island along 84th Ave. SE abutting the site.
 - Provide an 8.5 foot wide gravel shoulder along 84th Ave. SE abutting the site as directed by the City Engineer.
 - All existing improvements in the vicinity of the proposed work shall be restored to the satisfaction of the City Engineer. Restoration of pavement on 84th Ave. SE damaged by construction activities may require a full width grinding and overlay of the roadway. The actual limits and method of restoration shall be determined by the City engineer prior to final plat approval.
- h. Dry utilities
- Show the dry (power, gas, etc) utility corridor on the plan. Dry utilities shall not be located within the public utility easements except to the extent allowed by the City Engineer.
- i. Easements
- Provide a 25 foot wide public utility easement along the south side of plat over the existing 8" water main.
 - Provide a public utility easement for the proposed water main and sewer main extensions. The public utility easement (for the water and sewer main combined) shall be at least 25' wide with a minimum 15' clearance between the new water main and sewer main, 5' clearance between the edge of the easement and the center of water main or sewer main. The new fire hydrants shall be located within the proposed utility easement. If separate water and sewer easements are provided, then each shall be at least 15' wide centered on the main.
 - All new public utility easements shall be exclusive and not shared with private utilities.
 - Show all existing and proposed easements. Clearly distinguish all public easements from private easements. Private utility easement and public utility easement shall not be combined.
8. All long plat improvements shall be completed prior to final approval and recording of the long plat documents or bonded and completed prior to issuance of building permits when allowed by the City Engineer. An accurately prepared as-built drawing that shows all utilities and long plat improvements shall be submitted to the City upon completion of the work. Provide two paper copies and one PDF file. Submit using Mercer Island's datum and tie the plat to at least two monuments.
9. The following notes shall be placed on the final plat:
- A. Maintenance and repair of joint use side sewers (sewer lines from the building to the City sewer main), shared roads, access easements, storm drainage facilities shall be the responsibility of the owners of each lot served (with the exception that owners of any lot which is lower in elevation shall not be responsible for that portion of a private side sewer above their connection.) In the event that maintenance and repair of any facilities enumerated above are not performed to the satisfaction of the City Engineer, after a timely demand has been made for such action, the City or its agent shall have the right to enter upon the premises and perform the necessary maintenance and repair to protect the safety and general welfare of the public and shall have the right to charge the owner of each lot an equal share of the total maintenance and repair costs. The City or the owner of any lot within this Long plat shall have the right to bring action in Superior Court to require any maintenance or repair and to recover the costs incurred in making or effecting repairs to improvements.

- B. The monitoring, cleaning, maintenance and repair of storm drainage systems in accordance with City Ordinance No. 95C-118 and MICC 15.09 is required for all lot owners within this plat to control stormwater runoff and control erosion and flooding downstream. All costs related to stormwater runoff control shall be borne by the owners of each lot in equal share. This obligation shall be recorded separately with each individual lot sale and shall travel with the land.
- C. All staging for construction shall occur on site and shall not be located in the public right-of-way.
- D. Prior to the issuance of a building permit, each application shall be accompanied with a temporary erosion and sedimentation control plan, clearing and grading plan, and an access and utility plan showing the location of existing trees.
- E. No permanent landscaping, structures, or fences shall be placed on or within public utility, storm drainage, or pedestrian path easements without the written approval of the City Engineer.
- F. If in the opinion of the City Engineer, utilities or storm drainage facilities require maintenance, repair or replacement, the City or its agent shall have the right to enter those lots adjoining the facility for the purpose of maintaining, repairing, relocating or replacing said facilities.
- G. Installation of landscaping and/or structures including trees, shrubs, rocks, berms, walls, gates, and other improvements are not allowed within the public right-of-way without an approved encroachment license agreement from the City prior to the work occurring (MICC 19.06.060).

Adam Cooper
Planning Commission Chair



January 29, 2014
Date



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

**AB 4923
February 3, 2014
Consent Calendar**

**2013 ARTERIAL AND RESIDENTIAL CHIP SEAL
PROJECT CLOSE OUT**

Proposed Council Action:
Accept the completed project.

DEPARTMENT OF	Maintenance (Clint Morris)
COUNCIL LIAISON	n/a
EXHIBITS	1. Project Location Map
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$	294,083
AMOUNT BUDGETED	\$	354,740
APPROPRIATION REQUIRED	\$	0

SUMMARY

During the 2010 Six-Year Transportation Improvement Plan (TIP) update, staff proposed to the Council that Bituminous Surface Treatment, more commonly called Chip Sealing, be adopted as an additional tool for maintaining the City's asphalt roadways. This process is significantly less expensive than hot mix asphalt (HMA) overlays, and was done extensively on Mercer Island up until 1988. In 2010, Council approved a pilot chip seal project, which was constructed in 2011. Based on the success of that pilot project, staff returned to the Council during the 2012 TIP update with proposals for additional chip seal projects on Mercerwood Drive and other residential streets. These projects were approved in the 2013-2014 Capital Improvement Budget.

The 2013 Arterial and Residential Chip Seal project included Mercerwood Drive 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). These locations are shown on Exhibit 1.

Only one construction bid for the project was received and opened on June 4, 2013. On June 17, 2013, the City Council awarded the construction contract to Doolittle Construction in the amount of \$224,900 and set the project's budget to \$354,740 (AB 4855). Doolittle Construction performed the 2011 Chip Seal Pilot Project.

In preparation for the chip seal work, staff coordinated the construction of numerous small storm drainage improvements and repairs on portions of these roadways. This work was funded through capital improvement programs within the Storm Water Utility. Additionally, asphalt patching was performed (under a separate contract from the Chip Seal) on these streets to repair the worst alligatored and failed pavement areas, replace bad utility patches, remove high spots, fill low spots, and repatch around utility castings. This work improved the ride quality of these streets, which in turn improved the finished chip seal. Part of this patching work also included constructing a missing section of 5-foot wide paved shoulder along the uphill

lane of Mercerwood Drive between 92nd to 93rd Avenues. In addition, a planned watermain replacement project on a portion of Mercerwood Drive was completed in mid-July 2013.

Construction activities on the chip seal project itself began in late July with removal of all existing pavement markings and application of preliminary fog sealing over all new asphalt patch areas on the roads to be chip sealed. Next, over a 3-day period, Doolittle’s crews placed 3/8” bottom chip and ¼” top lift chip layers on the roadways within the project, creating a double chip seal. These roads were then swept thoroughly on the following mornings to remove loose rock chips. A week later, Doolittle crews returned for two days and placed the final asphalt fog seal coating. After several weeks of curing time, permanent pavement lane markings, stop bars, and crosswalks were applied to Mercerwood Drive. In total, the project took only 10 days to construct, but this was spread over an 8-week period. This time period was not unusual, given the cure times needed, some minor weather delays, and the contractor’s scheduling of other chip seal work with other agencies.

Both chip sealing work schedules were constructed for less than their bid amounts: Mercerwood Drive was \$20,305 under and the residential streets were \$15,919 under budget. Contingency costs were limited to some additional sealing work on one homeowner’s driveway apron. Actual costs for project design, inspection, and project management were all less than budgeted, giving significant savings to the project. While the patching work cost more than originally planned, its higher cost is more than offset by the savings previously noted.

The total cost of the completed project was \$294,083, which is 17% less than the total amount budgeted at the time of contract award. Actual expenses for the project compared to budgeted amounts are shown in the following table. The \$60,657 of unspent budget from the project will remain in the Street Fund.

2013 ARTERIAL AND RESIDENTIAL CHIP SEAL PROJECT BUDGET		
Description	Approved Project Budget	Actual Expenditures
Construction Contract		
Schedule A - Mercerwood Drive	\$ 122,680	\$ 102,375
Schedule B - Residential Streets	\$ 102,310	\$ 86,391
Total Construction Contract	\$ 224,990	\$ 188,766
Construction Contingency @ 8%	\$ 18,000	\$ 712
Project Design	\$ 11,500	\$ 4,985
Inspection Services	\$ 8,000	\$ 5,078
Contract Administration / Project Management	\$ 11,000	\$ 5,307
1% for the Arts	\$ 2,250	\$ 2,250
Patching (Separate Contract)	\$ 79,000	\$ 86,987
Total Project Budget and Cost	\$ 354,740	\$ 294,083

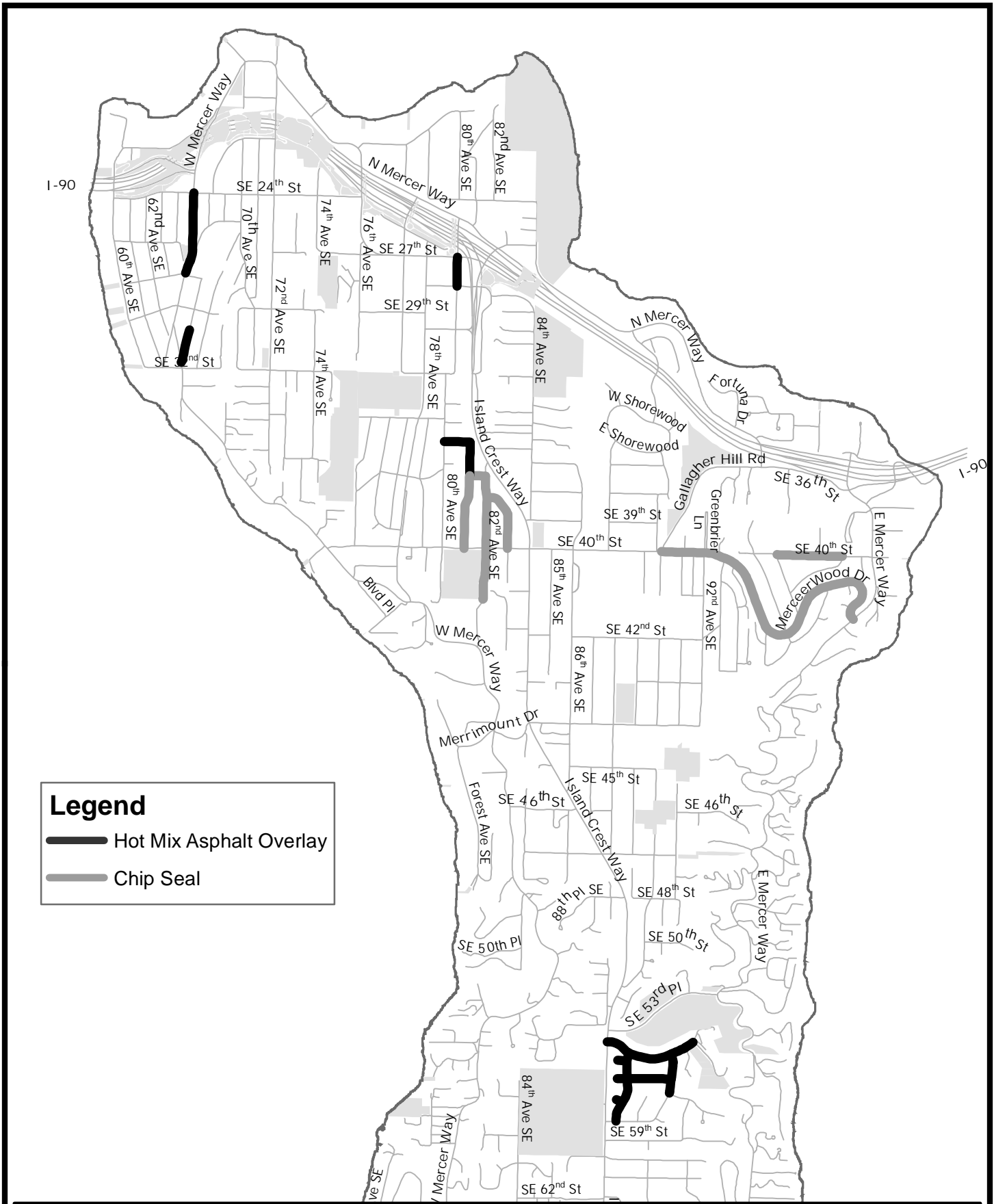
City staff mailed project information to all affected homes prior to the project, and the contractor posted notices in the neighborhood prior to their work. Comments and complaints received during and after the project were less than expected. Most resident concerns were related to parking and access to their homes during the sealing work. The contractor utilized ample traffic control personnel to keep vehicles and pedestrians from accidentally driving or walking on the fresh oil; however, some oil was tracked onto a few driveways. The contractor’s personnel responded promptly and cleaned these areas. Since completion,

staff has received several compliments about the quality of the project, the professionalism of the crews doing the work, and the speed with which the work was performed.



RECOMMENDATION

Street Engineer

MOVE TO: Accept the completed 2013 Arterial and Residential Chip Seal project and authorize staff to close out the contract.



Legend

-  Hot Mix Asphalt Overlay
-  Chip Seal

Asphalt Resurfacing Work for 2013





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

**AB 4922
February 3, 2014
Consent Calendar**

**2013 ARTERIAL AND RESIDENTIAL STREET
OVERLAYS PROJECT CLOSE OUT**

Proposed Council Action:
Accept the completed project.

DEPARTMENT OF	Maintenance (Clint Morris)
COUNCIL LIAISON	n/a
EXHIBITS	1. Project Location Map
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$	720,714
AMOUNT BUDGETED	\$	840,953
APPROPRIATION REQUIRED	\$	0

SUMMARY

The 2013 Arterial and Residential Street Overlays combined several smaller asphalt overlay projects from the 2013-2014 Capital Improvement Plan into a single contract for construction in summer 2013. This larger project resurfaced 1.3 miles of roadways, including a West Mercer Way Preservation Overlay, an 80th Avenue Town Center Overlay, residential street paving in the Parkwood neighborhood, and two other residential street locations.

During spring and summer of 2013, staff coordinated the construction of numerous small storm drainage improvements and repairs on some of these roadways. These improvements were completed ahead of the street overlay work and were funded through capital improvement programs within the Storm Water Utility.

Three construction bids for the project were received and opened on June 4, 2013. On June 17, 2013, the City Council awarded the construction contract to Lakeside Industries in the amount of \$688,489 for Schedules 'A', 'B', 'C', and 'D', and set the project's total budget to \$840,953 (AB 4854).

Construction activities began in late July in the Parkwood neighborhood (Schedule 'C'), across from Island Park Elementary School. Most of the existing asphalt pavement on SE 54th and SE 56th streets and 89th and 91st Avenues was removed (due to extensive alligator cracking), the existing road base was recompact, and the streets were repaved with two lifts of new hot mix asphalt (HMA). In addition, numerous segments of sunken concrete curbs were replaced and all utility castings were adjusted to match the new pavement. By mid-August, paving in Parkwood was complete and Lakeside moved to another residential location at SE 36th Street and 81st Avenue (Schedule D). This street was profile milled to remove two inches of old asphalt pavement and was then resurfaced with a 3" lift of HMA. Preparation and paving of this street took only two days. By the end of August, Lakeside had substantially completed the residential streets portion of the contract.

In late September, Lakeside Industries returned to complete the remaining portions of the project. The one-block section of 80th Avenue in the Town Center from SE 27th to SE 28th Streets (Schedule 'B') was patched and the pavement was profile milled full width to remove two inches of old asphalt. Repaving of the roadway was performed at night, which eliminated traffic and access impacts to the businesses in that part of the Town Center. Work on this 80th Avenue overlay was completed in just three working days, at a construction cost of \$42,935.

While crews were working on 80th Avenue preparations, they also completed the last remaining residential street location. In one working day, Lakeside prepared and repaved a one-block portion of 67th Avenue in the 3000 block.

In early October, crews began working on West Mercer Way, from SE 24th to SE 28th Streets (Schedule 'A'). Pavement repairs were performed in the driving lanes and minor widening was done on the existing shoulder along the northbound side (to create a 5-foot minimum width shoulder area, consistent with other roadside shoulder improvements). West Mercer Way then received a 2" HMA overlay and new striping. The construction cost for this ¼-mile of repaving was \$114,689. By mid-October, all paving work on the entire contract was completed and all permanent striping had been installed. Minor punch list work was finished in November.

The total cost for the completed project was \$720,714, which is 14% less than the total amount budgeted at the time of contract award. Contingency costs were very low, and consisted mainly of the City's Right-of-Way Maintenance staff performing vegetation trimming ahead of the paving work (removing branches and hedges overhanging the pavement). Project design costs were slightly over budget; however, the costs for inspection services and project management were lower than their budgeted amounts.

There was one change order issued on the project. It concerned two issues with the Parkwood neighborhood's work (Schedule 'C'). First, prior to construction, the contractor suggested a modification to the pavement removal and road base regrading process that would both simplify and speed up the work, thereby reducing costs (an estimated savings of \$28,625). Second, during the Parkwood construction, an area of soft soil was encountered in the roadbed which needed to be over-excavated, backfilled with gravel base, and recompacted, at an additional cost of \$9,527. The net effect of this change order was to reduce the construction contract amount by \$19,098.

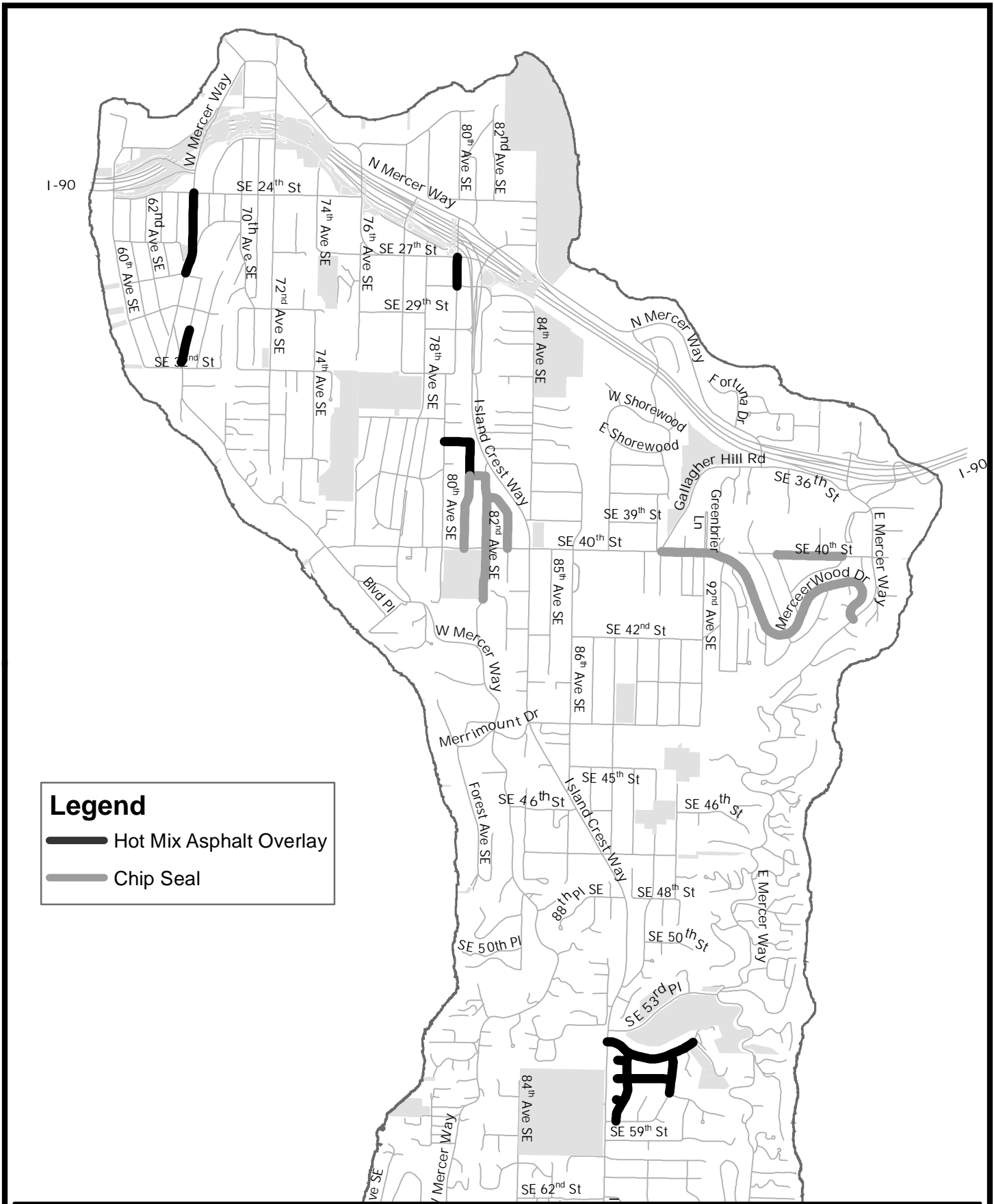
Actual expenses for the project compared to budgeted amounts are shown in the following table. The \$120,239 of unspent budget from the project will remain in the Street fund.

2013 ARTERIAL AND RESIDENTIAL OVERLAYS PROJECT BUDGET		
Description	Approved Project Budget	Actual Expenditures
Construction Contract		
Schedule A - West Mercer Way	\$ 128,361	\$ 114,689
Schedule B - 80th Ave Town Center	47,579	42,935
Schedule C - Parkwood Estates	407,200	385,723
Schedule D - Other Residentials	105,349	78,975
Total Construction Contract	\$ 688,489	\$ 622,321
Construction Contingency @ 8%	\$ 55,079	\$ 4,676
Project Design	32,500	36,831
Inspection Services	26,000	19,448
Contract Administration / Project Management	32,000	30,555
1% for the Arts	6,885	6,884
Total Project Budget and Cost	\$ 840,953	\$ 720,714

RECOMMENDATION

Street Engineer

MOVE TO: Accept the completed 2013 Arterial and Residential Street Overlays project and authorize staff to close out the contract.



Legend

-  Hot Mix Asphalt Overlay
-  Chip Seal

Asphalt Resurfacing Work for 2013





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

**AB 4918
February 3, 2014
Consent Calendar**

**A REGIONAL COALITION FOR HOUSING
(ARCH) 2013 TRUST FUND
RECOMMENDATIONS**

Proposed Council Action:

Review and approve ARCH 2013 Trust Fund recommendations and allocate project funds.

DEPARTMENT OF

Development Services Group (Scott Greenberg)

COUNCIL LIAISON

n/a

EXHIBITS

1. ARCH Executive Board Memo re: Fall 2013 Housing Trust Fund Recommendation
2. 2013 ARCH Housing Trust Fund Applications
3. 2013 ARCH Housing Trust Fund: Proposed Funding Sources
4. ARCH Housing Trust Fund, 2013; Leveraging Funds--Projects Recommended for Funding
5. Economic Summaries for Projects
6. East King County Trust Fund Summary

APPROVED BY CITY MANAGER

AMOUNT OF EXPENDITURE	\$	17,608
AMOUNT BUDGETED	\$	20,000
APPROPRIATION REQUIRED	\$	0

SUMMARY

Mercer Island allocates \$20,000 annually for projects recommended through the ARCH Housing Trust Fund process. When projects are proposed that would utilize Mercer Island Trust Fund dollars, those projects come before City Council for review and approval. The 2013 funding recommendation is presented to the Council below. The ARCH Executive Board has recommended that \$17,608 of Mercer Island's 2013 allocation be committed to the Habitat for Humanity Sammamish Cottage Demonstration (\$6,512), Providence/SRI Redmond Senior Apartments (\$9,467) and Friends of Youth Extended Foster Care Homes (\$1,628) in Kirkland.

What is A Regional Coalition for Housing (ARCH) and why is the City involved?

Under terms of the Growth Management Act (GMA), Mercer Island and all other cities subject to the GMA are required to have a Housing Element within their Comprehensive Plan and take action to provide housing opportunities for all economic segments. Through the ARCH Housing Trust Fund process, ARCH assists the City in meeting their goals and objectives for affordable housing. The City has also, through ARCH, joined together with other eastside cities in a sub-regional effort to create and preserve affordable housing throughout the greater East King County community. ARCH was created by Interlocal Agreement between the cities of Bellevue, Kirkland, Redmond and King County. Since its inception, the ARCH membership has increased, and includes: Mercer Island, Woodinville, Issaquah, Bothell, Newcastle,

Sammamish, Kenmore, and the “Points Communities” of Medina, Clyde Hill, Yarrow Point, Hunts Point and Beaux Arts Village. ARCH staff serves as additional housing staff to each member city, and coordinates with member city staff in various housing-related projects, plans and services.

Housing Trust Fund Recommendation from ARCH

The ARCH Housing Trust Fund (HTF) was created by ARCH member cities in 1993 as a way to directly assist the development and preservation of affordable housing in East King County. The trust fund process allows ARCH members to capitalize a joint housing development fund, and directly control the use of their housing funds through ARCH’s funding recommendation process. Mercer Island’s contributions to the ARCH HTF come from the City’s general fund, designated to ARCH for the purpose of creating affordable housing. Since 2010, the Council has authorized \$20,000 in each year to be expended for HTF activities. These funds are held in a centralized account at the City of Bellevue and earn interest.

The HTF is ARCH’s primary source for funding housing projects and programs for specific low and moderate-income target populations. The long range goals set by the member cities for use of their housing resources are as follows: 56 percent for families, 19 percent for elderly, 13 percent for homeless/transitional, and 12 percent for special needs populations. Since 1993, member cities have made over \$39 million available to help fund over 2,800 units of affordable housing located in East King County. ARCH generally accepts applications for projects and awards funding twice a year.

There are six attachments providing detailed information about the ARCH trust fund recommendations and contract conditions, funding, leveraging, and project summaries.

1. The ARCH HTF Recommendations memo from the ARCH Executive Board provides a summary of the Fall 2013 applications, the Citizen Advisory Board (CAB) recommendations and rationale, and proposed contract conditions for the three proposals recommended for funding at this time (all of which Mercer Island funds will support). (Exhibit 1)
2. The ARCH Housing Trust Fund (HTF) Applications is a summary table of the projects. (Exhibit 2)
3. The 2013 Housing Trust Fund: Proposed Funding Sources provides a funding chart showing how proposed ARCH funding is distributed among ARCH cities. (Exhibit 3)
4. The ARCH Housing Trust Fund, 2013 provides details of project leveraging detailing the other funding sources and amounts leveraged by ARCH cities. (Exhibit 4)
5. The Economic Summary provides economic summaries of the recommended projects showing sources of funding and project expenses. (Exhibit 5)
6. The ARCH: East King County Trust Fund Summary provides a summary of ARCH projects funded to date. (Exhibit 6)

RECOMMENDATION

Development Services Director

MOVE TO: Approve the use of up to \$17,608 from the City’s ARCH Housing Trust Fund to fund the Habitat for Humanity Sammamish Cottage Demonstration, the Providence/SRI Redmond Senior Apartments and the Friends of Youth Extended Foster Care Homes, with conditions as recommended by the ARCH Executive Board, and authorize the City Manager or the Administering Agency of ARCH on behalf of the City of Mercer Island to execute any related agreements and documents.



Together Center Campus
16225 NE 87th Street, Suite A-3 ♦ Redmond, Washington 98052
(425) 861-3677 ♦ Fax: (425) 861-4553 ♦ WEBSITE: www.archhousing.org

(DRAFT) MEMORANDUM

TO: City of Bellevue Council Members
City of Clyde Hill Council Members
Town of Hunts Point Council Members
City of Issaquah Council Members
City of Kenmore Council Members
City of Kirkland Council Members
City of Medina Council Members
City of Mercer Island Council Members
City of Newcastle Council Members
City of Redmond Council Members
City of Sammamish Council Members
City of Woodinville Council Members
Town of Yarrow Point Council Members

FROM: Kurt Triplett, Chair, and ARCH Executive Board

DATE: January 10, 2014

RE: Fall 2013 Housing Trust Fund (HTF) Recommendation

The ARCH Executive Board (EB) has completed its review of the five applications and two amendments for the Fall 2013 Housing Trust Fund round. In light of two likely preservation projects totaling 105 units, two projects on city-donated land, and a funding landscape at the County and State level that is most challenging, the EB recommends funding three projects currently. Recommendations total \$1,300,000 as summarized in the attached table, Proposed Funding Sources. The actual amount will depend on final action by the City Councils.

Following is a summary of the applications, the EB recommendation and rationale, and proposed contract conditions for the three proposals recommended for funding at this time. Also enclosed is an economic summary for the three projects recommended for funding, leveraging charts, project summary table, and a summary of funded projects to date. It is noted that for two of the proposals, the EB is recommending funding levels greater than originally requested. There are several for these recommendations. First, overall State funding was decreased in the current biennium budget, and the State is using a prescribed list of projects with few priority projects located in East King County. Second, given the number of projects applying to the County, the County is unable to offset reductions in potential State funding. Therefore, for local projects to proceed they may need more local funding than has been typical in the past. Third, changes in federal guidelines have impacted how the County can make some of its funds available.

1. Friends of Youth Extended Foster Care

Funding Request: \$100,000 (Secured Grant) Plus 2 Section 8 Vouchers
10 beds

EB Recommendation: \$100,000 (Secured Grant) Plus 2 Section 8 Vouchers
See attached Funding Chart for distribution of City Funds

Project Summary:

Friends of Youth is a local agency providing counseling and shelter to homeless youth and young adults. The application is for funding construction of two new single-family homes to serve youth in extended foster care on their campus in the Kingsgate neighborhood of Kirkland. This is in addition to the two homes funded in the prior round. The project will expand the safety net for youth aging out of traditional foster care, allowing young people up to age 21 referred through the foster care system and in need of enhanced services offered by Friends of Youth. Each home will house 5 young people and provide residential staff, specialized case managers, on-site mental health services, like skills classes, and employment and education support.

To participate in the Extended Foster Care program, youth must agree to actively work toward their GED, high school diploma, college degree, or vocational certificate or be enrolled in a program promoting employment or removing barriers to employment. Friends of Youth will provide the stability they need to reach these milestones and additional tutoring and mentoring support as needed.

Friends of Youth is purposely designing these new homes to create a shared living experience and home-like environment. The homes best meets the developmental needs of youth in Extended Foster Care by creating opportunities to build permanent connections with caring adults and peers and improving their emotional wellbeing through a positive and structured living environment.

Funding Rationale:

The EB supported the intent of this application for the following reasons:

- This project increases the number of extended foster care beds by 10 for young adults, which will be supported through State operating assistance.
- Developer is experienced and successful in serving this population. Provides special needs housing which is an area we are short of our long term goals.
- Developer has raised 67% of private funding towards the four component projects on the site along with the Teen Drop-In Center in Redmond. One foundation's pledge commitment for a substantial portion of funding for these homes has timing constraints.
- Location of project has access to public transportation, hospital, schools, library and employment opportunities nearby.
- Should operating support go away, these houses as designed could become income-restricted rental properties.

- Project is first Alternate on the State LEAP list, and thus able to access State funding.

Potential Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo.

Special Conditions:

1. The funding commitment shall be for twelve (12) months from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. ARCH staff will consider an extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion
2. Funds will be in the form of a secured grant with no repayment, so long as affordability and target population is maintained, and the service funds necessary to provide services to this population are available.
3. A covenant is recorded ensuring affordability for ten (10) beds for at least fifty (50) years at 30% AMI maximum income.
4. Funds shall be used by Friends of Youth toward construction, architecture, engineering, geotechnical, development and other consultant fees, insurance, permits, fees and hookups, development period utilities and accounting costs. Funds may not be used for any other purpose unless ARCH staff has given written authorization for the alternate use.
5. Friends of Youth shall submit quarterly to ARCH updates on the progress of the Capital Campaign demonstrating active solicitation and amounts pledged and secured against campaign targets.
6. Prior to starting construction on individual buildings, the Agency shall provide evidence of commitment of all public and private funds to complete the building(s). Friends of Youth shall provide documentation of funds raised through the Friends of Youth capital campaign and/or a corporate guarantee approved by City staff prior to funding.
7. Reserves will be funded out of operations at \$4,000 for the first year with an annual increase of 2.5% per year for replacement reserves and \$3,500 for the first year with an annual increase of 2.5% per year for operating reserves.
8. The Agency shall submit an updated operating budget which demonstrates sufficient commitment of all public and private operating support in the project including Section 8 subsidy from the King County Housing Authority, and reimbursement rate for extended foster care. In the event that any operating support funding levels will be reduced, the Agency shall inform ARCH Staff about the impacts the proposed reduction will have on the budget and plan for services to clients, and what steps shall be taken to address the impacts. A new budget or services plan must be approved by the ARCH. In the event of loss of funding homes could be re-purposed as foster homes.
9. Friends of Youth shall continue with its outreach plan for the campus as submitted to ARCH with the prior award. The agency shall host an open house to inform neighbors of the new Extended Foster Care program.
10. Prior to release of funds, the Agency shall submit to ARCH staff for review and approval drafts of all documents related to the provision of services to residents and management of the property, including any licensing-related management and service provider plans. These documents shall at a minimum address: management procedures to address tenant needs;

services provided for or required of tenants; management and operation of the premises; community and neighbor relations procedures; a summary of ARCH's affordability requirements as well as annual monitoring procedure requirements.

2. Habitat Sammamish Cottage Demonstration Project

Funding Request: \$200,000 (Secured Grant)
10 Homeownership Units

EB Recommendation: \$400,000 (Secured Grant)
See attached Funding Chart for distribution of City Funds

Project Summary:

Habitat for Humanity of Seattle King County proposes to build up to a 10 unit cottage development on city-donated surplus land on 228th Ave SE in Sammamish. There would be a mix of 2-bedroom, 3-bedroom units and 4-bedroom units ranging in size from 1,000 to 1,400 square feet. Half of the homes would be sold to households at less than 50% of area median income and half at 60%. One of the homes would be ADA (Americans with Disabilities Act) adaptable.

Habitat uses a land trust model. Habitat owns the land and sells the units built on the land. Habitat carries the mortgage at no-interest, and at resale holds the rights to purchase the unit or assign the right to purchase to a qualified buyer. Habitat also maintains a fund for such purchases if the need arises. If Habitat chooses not to buy then King County and ARCH then have that right to purchase or assign its right to a qualified buyer. In all cases, the price and the income for the buyer is restricted.

Proposed funding would help pay for the infrastructure. Habitat would use volunteers to construct the units, and each of the families selected to own homes would be required to perform at least 500 hours of sweat equity in the development of the homes. Habitat intends to start fundraising for the construction of the homes as soon as they break ground.

The EB recommends a funding amount larger than requested for several reasons. First, changes in federal regulations limit the ability for County funds to be used for infrastructure and more appropriate for home construction. Application for home construction needs to wait until closer to start of home construction. Second, the request for County funding was relatively large in order to help offset the project not being able to apply for State funding in this biennium. King County indicated it would be unable to make up all this difference, so requested a smaller request from Habitat in any future application. Third, in order for the project to proceed in a timely manner, Habitat indicated that with the level of proposed support, they would be able to private fundraise the balance of the infrastructure costs and maintain the current schedule.

Funding Rationale:

The EB supported the intent of this application for the following reasons:

- Provides ownership opportunity to low income families in a high cost area and is the first project funded through the ARCH Trust Fund located in Sammamish
- Would serve as a cottage demonstration project in the community
- City donated site to Habitat
- Convenient to shopping and schools
- Close to transit
- City donated the site

Potential Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo

Special Conditions:

1. The funding commitment shall continue for nine (9) months from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to ARCH staff no later than sixty (60) days prior to the expiration date. ARCH staff will consider an extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. Commitment shall end if City terminates its contract with Habitat.
2. Habitat shall demonstrate having all available funding for all predevelopment and infrastructure work prior to release of funds. This shall include Habitat submitting updated cost estimates for infrastructure work along with engineered drawings and specifications for City staff to review for cost reasonableness.
3. Prior to starting construction on individual buildings, the Agency shall provide evidence that it has sufficient resources to complete the building.
4. Funds shall be used by Habitat toward infrastructure construction. Funds may not be used for any other purpose unless city staff has given written authorization for the alternate use.
5. The cumulative amount of other public funds from King County and the State awarded to this project shall not exceed \$500,000. In the event more funds are awarded from these sources, the funding award from City funds will be reduced by the amount of funds awarded by the County and State in excess of \$500,000 up to a maximum amount of \$200,000. In the event city funds have already been dispersed in excess of the final loan amount, Habitat will reimburse any difference.
6. Funds will be in the form of a secured grant with no repayment, so long as affordability and target population is maintained. Repayment is required if the property is no longer used for its intended purpose.
7. A resale agreement is recorded ensuring affordability for each of the ten (10) homeownership units for families for at least 75 years. The units shall be affordable to and made available to families with incomes at or below 60% of median income, with the majority of units affordable and made available to families at or below 50% of median income. Form of resale agreements to ensure long term affordability will be submitted to City staff for their review and approval.
8. Submit a copy of proposed land trust and Homeowner Association documents. Homeowner Association documents must provide for ongoing maintenance of property and buildings and

set forth the ongoing role of Habitat in the operations and management of the property, as well as identify how the Homeowner Association's budgets decisions, including the use of Dues, will be controlled so that appropriate property management is assured throughout the duration of affordability.

9. Prior to the release of funds, prior to any marketing or screening of potential buyers, submit for review and approval a marketing and outreach plan setting forth Habitat's strategies for identifying potential homebuyers and that emphasizes identifying homebuyers with east King County association (e.g. current residency, employment, family). For example, local targeted marketing outreach to local business and community organizations.

3. Providence/SRI Redmond Senior Apartments

Funding Request: \$100,000 (Deferred, Contingent Loan) plus 8 Section 8 Vouchers

74 units plus unrestricted manager's unit

EB Recommendation: \$800,000 (Deferred, Contingent Loan) plus 8 Section 8 Vouchers

See attached Funding Chart for distribution of City Funds

Project Summary:

Providence Health and Services - Washington – a non-profit health care provider has been in the affordable housing business since 1985 and now owns 14 properties with 713 units of low-income housing in Washington. They were selected by the City of Redmond through an extensive RFP process, and are proposing a 75 unit new construction project for seniors. It is located across the street from the Redmond Library, municipal campus and Redmond Senior Center in Redmond on City-donated land (the city will hold a long-term nominal cost lease on the property). The site is also on the Rapid Ride transit line, and benefits from having medical, shopping and recreational facilities very nearby.

The proposed building is four levels of wood construction over structured below grade parking and ground floor community, amenity and commercial space. The commercial space, an 8,000 square foot PACE (Program for All-inclusive Care for the Elderly) Center, will be separate in ownership and operationally from the housing, but managed by Providence. The PACE center will serve the community at large.

The residential project is designed to serve seniors living independently, aged 62 or over, at 30%, 40% and 60% of Area Median Income (AMI). There shall be a 20% set aside for disabled elderly. Providence wants to set aside eight (8) of those units to serve frail elderly in concert with having the PACE center in the building.

The ground floor will have manager's unit, management offices, lobby/sitting area, coffee bar, community meeting rooms and dog wash area. These community spaces will be oriented towards the southern part of the site, where they connect with the existing downtown pedestrian trail system. The city adopted a reduced parking ratio for this project given its transit oriented/urban location and senior population. The facility will be designed according to Universal Design principles, allowing residents to age in place.

The EB recommends a higher level of funding than requested based on funding availability at the State and County as described previously.

Funding Rationale:

The EB supported the intent of this application for the following reasons:

- Experienced applicant.
- Financially strong development sponsor.

- Donated site by the City.
- Serves a range of lower income senior households.
- The project expands affordable residential development within the downtown.
- Site has access to transit, shopping and is near a major hospital/medical complex.
- Project leverages a substantial amount of Tax Credit equity.
- The PACE center provides services to the region's qualified seniors

Potential Conditions:

Standard Conditions: Refer to list of standard conditions found at end of this memo

Special Conditions:

1. The funding commitment shall continue for eighteen (18) months from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to City staff no later than sixty (60) days prior to the expiration date. City staff will consider an extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion.
2. Funds shall be used by Providence toward infrastructure costs, impact and mitigation fees. Funds may not be used for any other purpose unless city staff has given written authorization for the alternate use.
3. Funds will be in the form of a deferred, contingent loan. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by City Staff. Based on the preliminary development budget, it is anticipated that loan payments will be based on a set repayment schedule, and begin after repayment of the deferred developer fee (approximately year 15), with 1% interest. The terms will also include a provision for the Agency to a deferment of a payment subject to approval by City staff, if certain conditions are met (e.g. low cash flow due to unexpected costs). Any deferred payment would be repaid from future cash flow or at the end of the amortization period.
4. Until such time as the any deferred developer fee structured into the sources is fully repaid, all cash flow after payment of operating expenses and debt service, shall be used to repay the deferred developer fee or go towards project reserves as approved by City Staff.
5. Submit for review and approval a management plan that includes types of services and programs that will be available for the residents, and how it integrates with the operation of the PACE center. The plan shall also address how parking will be managed on an ongoing basis, and shall also include management procedures to address tenant needs; services provided for or required of tenants; management and operation of the premises; targeted outreach to community and senior centers; a summary of ARCH's affordability requirements as well as annual monitoring procedure requirements.
6. Agency shall submit a marketing plan for approval by ARCH and City staff. The plan should include how the Agency will do local targeted marketing outreach to local business and community organizations such as senior and community centers.
7. A covenant is recorded ensuring affordability for at least 50 years, with affordability as shown in the following table. Affordability levels will be defined using the requirements for

tax credits, and utility costs will be based on King County Housing Authority allowances, unless otherwise approved by City Staff.

<u>Affordability</u> (Pct of Median Income)	<u>Studio</u>	<u>One BR</u>	<u>Two BR</u>	<u>Total *</u>
30%	6	31		37**
40%		16	4	20
60%		13	4	17
Unrestricted (Mgr)			1	1
TOTAL	6	60	9	75

* Up to 20% of the units shall be set aside for seniors living with disabilities

** Up to 8 of the units can be Section 8 units. The final mix of studio and one bedroom units will be approved by City staff. Considerations in the determination of unit mix will include overall need in the community, unit mix of existing federally assisted and Section 8 assisted housing for seniors in east King County, and Section 8 program requirements.

The project shall maintain project-based Section 8 funding for eight (8) units of senior housing so long as it is available. If Section 8 funding is no longer available, the City shall be notified at the earliest time the Owner knows Section 8 is/will no longer be available. The City and the Agency shall work with the other funders which maintain affordability requirements together to determine if the affordability requirements need to be adjusted for some or all of the previous Section 8 units, not to exceed 60% of median income in order to generate sufficient revenue to meet the project’s required housing expenses and required debt service and other lender and investor provisions.

The following projects are not recommended for funding at this time, but are encouraged to reapply in a future funding round:

1. Community Homes 8

Funding Request: \$125,000 (Secured Grant)
5 Beds

EB Recommendation: Not to fund at this time, but to have agency reapply in the next funding round

Project Summary:

Community Homes, Inc. (CHI) is proposing to acquire and remodel a home that will serve five (5) low-income aging adults with developmental disabilities. The group home setting accommodates those can no longer live in other settings. The community within the home allows them to live as independently as possible. A specific home will be identified once funding is committed. Criteria for selecting the particular property includes a minimum size of 2,500

square feet, the physical layout and ease of renovation of the house as well as neighborhood amenities such as sidewalks, access to stores, public services, transportation and recreation.

The residents will live in a shared living arrangement, along with a live-in care provider. Each tenant will have their own bedroom. Residents will share two bathrooms and a resident community living area with kitchen. If necessary, as in the case of prior homes, the existing garage may be converted to living space.

Rationale for not funding:

The EB supported the intent of this application for the following reasons:

- Serves aging developmentally disabled residents
- Provides housing for a population (Special Needs housing) that currently is below long term ARCH Trust Fund goals
- Property will have live in care provider supplemented by day staff
- Acquisitions to be done near transit and community amenities
- Developer has eighteen year track record with properties in King County and good reputation with funders and Department of Developmental Disabilities
- Private funding is a major portion of the sources. Agency will fundraise for capital funding

The EB supports the concept of the CHI proposal; but given current round funding constraints, it does not recommend making a funding recommendation at this time. The EB would welcome an application in the next round. This would also provide an opportunity for CHI to organize and begin their capital campaign. In the event CHI does provide an application to ARCH in the upcoming round, the application should provide a description of the capital campaign and progress to date.

2. Parkview Homes XI

Funding Request: \$175,300 (Secured Grant)
3 Beds

EB Recommendation: Not to fund at this time, but to have agency reapply in the next funding round

Project Summary:

Parkview Services, a Shoreline-based non-profit organization which to date has done 158 beds in 53 properties in the region, with this project is proposing to develop three homes in two counties. The ARCH application is to help fund one of those homes, a Supportive Living Services Home in Newcastle, Bellevue or Redmond. For the East King County home they plan to acquire and remodel a three-bedroom house that will serve three (3) low-income individuals with developmental disabilities. A specific home will be identified once all funding is committed. Improvements will include remodeling to meet both Evergreen sustainability and ADA

(Americans with Disabilities Act) accessibility standards, and a monitored fire suppression system.

There currently is no site control. The house to be bought will be remodeled to include accessibility features necessary for the initial tenants and for future tenants. Parkview will be looking to acquire suitably laid out minimum 1,500 square foot rambler-style houses that can easily be modified for accessibility.

Rationale for not funding:

The EB supported the intent of this application for the following reasons:

- Serves neediest developmentally disabled residents by relying on referrals from the State DDA for new residents
- Provides housing for a population (Special Needs housing) that currently is below long term ARCH Trust Fund goals
- Property will have 24/7 non-resident care provider coverage
- Acquisitions to be done near transit and community amenities
- Developer has long track record with properties in King County and good reputation with funders and Developmental Disabilities Administration
- Is on the Department of Commerce Trust list in the special needs set aside as incorporated in the state capital budget.

The EB supports the concept of the Parkview proposal; but given current round funding constraints, it does not recommend making a funding recommendation at this time. The EB would welcome an application in the next round. This would also provide an opportunity for Parkview to identify and secure additional capital funds.

Standard Conditions applicable to all projects

1. The Applicant shall provide revised development and operating budgets based upon actual funding commitments, which must be approved by city staff. If the Applicant is unable to adhere to the budgets, City or Administering Agency must be immediately notified and (a) new budget(s) shall be submitted by the Applicant for the City's approval. The City shall not unreasonably withhold its approval to (a) revised budget(s), so long as such new budget(s) does not materially adversely change the Project. This shall be a continuing obligation of the Applicant. Failure to adhere to the budgets, either original or as amended may result in withdrawal of the City's commitment of funds.
2. The Applicant shall submit evidence of funding commitments from all proposed public sources. In the event commitment of funds identified in the application cannot be secured in the time frame identified in the application, the Applicant shall immediately notify City or Administering Agency, and describe the actions it will undertake to secure alternative funding and the timing of those actions subject to City or Administering Agency's review and approval.
3. In the event federal funds are used, and to the extent applicable, federal guidelines must be met, including but not limited to: contractor solicitation, bidding and selection; wage rates;

and Endangered Species Act (ESA) requirements. CDBG funds may not be used to repay (bridge) acquisition finance costs.

4. The Applicant shall maintain documentation of any necessary land use approvals and permits required by the city where the homes are located.
5. Submit monitoring reports quarterly through completion of the project, and annually thereafter. Submit a final budget upon project completion. If applicable, submit initial tenant information as required by City or Administering Agency.

**ARCH HOUSING TRUST FUND (HTF) APPLICATIONS
2013**

Applicant	Funding Recommendation (Grant/Loan)	Housing Type/ # of units/ bdrms	Income Served	Project Location	Duration of benefit	Total cost per unit	HTF cost per affordable unit	Project completion
Friends of Youth Extended Foster Care Housing	Recommendation: \$100,000 (Grant) Plus 2 Vouchers	New construction of two homes each housing 5 homeless young adults 10	10 @ 30%	13116 132nd St. Kirkland	50 Years	\$109,862/bed	\$10,000	Summer 2014
Habitat SKC Sammamish	Recommendation: \$400,000 (Grant) Plus fee waivers	New Construction Homeownership 10	6@50% 4 @ 60%	2004 228th Ave SE, Sammamish	75 Years	\$351,799 (Includes fair market value of donated labor and materials)	\$40,000	Winter 2017
Providence/SRI Redmond Senior Apartments	Recommendation: \$800,000 (Deferred Loan) Plus 8 Vouchers	New construction Senior rental housing in Downtown Redmond with 20% Frail Elderly set-aside 74 + 1 Mgr Unit	37 at 30% 20 at 40% 17 at 60% 1 mkt rate mgr unit (20% Disabled set aside)	8550 160th Ave NE, Redmond	50 Years	\$265,780/affordable unit	\$10,811	Spring 2016
Community Homes, Inc. 8 th Adult Family Home	Recommendation: \$0	Acq/Rehab of Home for Developmentally Disabled 4	5 @ 30%	ARCH Sphere of Influence – Site to be determined	50 Years	\$181,500/bed	\$25,000	Spring 2015
Parkview Services DD Home	Recommendation: \$0	Acq/Rehab of Home for Developmentally Disabled 3	3 @ 30%	ARCH Sphere of Influence – Site to be determined	50 Years	\$176,336/bed	\$58,433	Winter 2014

2013 HOUSING TRUST FUND: PROPOSED FUNDING SCOURCES

SOURCE	PROJECT				TOTAL
	Habitat	Providence	FOY		
Request	\$ 200,000	\$ 100,000	\$ 100,000	\$ 400,000	
CAB Recommendation	\$ 400,000	\$ 800,000	\$ 100,000	\$ 1,300,000	
Current Funding					
Sub-Regional CDBG		\$ 200,000		\$ 200,000	
Bellevue					
CDBG				\$ -	
General Fund	\$ 128,602	\$ 100,000	\$ 32,150	\$ 260,752	
Issaquah					
General Fund	\$ 39,416	\$ 57,299	\$ 9,854	\$ 106,569	
Kirkland					
General Fund	\$ 95,235	\$ 138,443	\$ 23,809	\$ 257,486	
Mercer Is.					
General Fund	\$ 6,512	\$ 9,467	\$ 1,628	\$ 17,608	
Redmond					
General Fund	\$ 64,862	\$ 51,721	\$ 16,215	\$ 132,798	
CDBG *		\$ 148,038		\$ 148,038	
Newcastle					
General Fund	\$ 8,744	\$ 12,712	\$ 2,186	\$ 23,642	
Kenmore					
General Fund	\$ 36,784	\$ 53,472	\$ 9,196	\$ 99,452	
Woodinville					
General Fund	\$ 4,104	\$ 5,966	\$ 1,026	\$ 11,095	
Sammamish					
General Fund	\$ 4,897	\$ 7,118	\$ 1,224	\$ 13,239	
Clyde Hill					
General Fund	\$ 4,881	\$ 7,095	\$ 1,220	\$ 13,197	
Medina					
General Fund	\$ 3,882	\$ 5,643	\$ 971	\$ 10,496	
Yarrow Point					
General Fund	\$ 1,268	\$ 1,843	\$ 317	\$ 3,428	
Hunts Point					
General Fund	\$ 814	\$ 1,183	\$ 203	\$ 2,200	
TOTAL	\$ 400,000	\$ 800,000	\$ 100,000	\$ 1,300,000	
CDBG	\$ -	\$ 348,038	\$ -	\$ 348,038	
General Fund	\$ 400,000	\$ 451,962	\$ 100,000	\$ 951,962	

ARCH HOUSING TRUST FUND, 2013
Leveraging Funds --

	Friends of Youth YYA Houses 3 and 4	Habitat Sammamish	Providence/SRI Redmond Senior Apts	TOTAL
City Land and Fee waiver				\$1,892,600
New ARCH Request	\$100,000	\$453,540	\$1,439,060	\$1,300,000
ARCH TOTAL	\$ 100,000 9%	\$ 853,540 24%	\$ 2,239,060 11%	\$ 3,192,600
King County				
Prior KC Commitment	\$200,000	\$491,567	\$1,734,944	\$0
HOF/HOME/CDBG				\$2,426,511
2060/2163				\$0
Veterans/Human Services				\$0
Other				\$0
KC TOTAL	\$ 200,000 18%	\$ 491,567 14%	\$ 1,734,944 9%	\$2,426,511
Prior WA Commitment				\$0
WA HAP				\$0
WA HTF	\$504,525			\$504,525
WA HFC (Equity Fund)				\$0
WSHFC Washington Works				\$0
WA TOTAL	\$ 504,525 46%	\$ - 0%	\$ - 0%	\$504,525
Federal/HUD				\$0
Section 811				\$0
McKinney				\$0
Other (VA Per Diem)				\$0
FEDERAL TOTAL	\$ - 0%	\$ - 0%	\$ - 0%	\$0
Tax Credits				
Prior Tax Credit Commitment			\$13,662,294	\$13,662,294
	0%	0%	0%	\$0
TCAP				
	0%	0%	0%	\$0
Bonds				
	0%	0%	0%	\$0
Bank Loans				
	0%	0%	\$1,702,169	\$1,702,169
Deferred Developer Fee				
	0%	0%	\$329,221	\$329,221
Private				
	\$294,094 27%	\$2,172,884 62%		\$2,466,978
Other				
	0%	0%	0%	\$0
TOTAL COST	\$ 1,098,619 100%	\$ 3,517,991 100%	\$ 19,667,688 100%	\$ 24,284,298

ECONOMIC SUMMARY: FRIENDS OF YOUTH – EXTENDED FOSTER CARE

1. Applicant/Description: FOY / Construction of two new homes each providing housing for 5 young adults in extended foster care

2. Project Location: 13116 NE 132nd Street, Kirkland

3. Financing Information:

Funding Source	Funding Amount	Commitment
ARCH	\$100,000	Applied for Fall 2013
King County	\$200,000	Committed 2013
Commerce Trust Fund	\$504,524	Committed 2013
From Capital Campaign	\$504,094	Underway
Owner Equity	\$124,744	Committed
TOTAL	\$1,098,618	

4. Development Budget:

ITEM	TOTAL	PER BED	HTF
Acquisition *	\$124,744	\$12,474	
Construction	\$775,698	\$77,570	\$53,044
Design	\$47,710	\$4,771	\$8,500
Consultants	\$42,189	\$4,219	\$4,100
Developer fee	\$0	\$0	
Finance costs	\$11,161	\$1,116	
Reserves	\$25,000	\$2,500	
Permits/Fees/Other	\$72,116	\$7,212	\$34,356
TOTAL	\$1,098,618	\$109,862	\$100,000

* Value of these lots, previously acquired by agency in the Youth Haven project (2011) and paid by FOY

5. Debt Service Coverage: Secured grant, no repayment if in compliance.

6. Security for City Funds:

- A recorded covenant to ensure affordability and use for targeted population for 50 years.
- A promissory note secured by a deed of trust. The promissory note will require repayment of the grant amount upon non-compliance with any of the funding conditions.

7. Rental Subsidy: Two Section 8 vouchers

ECONOMIC SUMMARY: HABITAT FOR HUMANITY SAMMAMISH COTTAGE DEMONSTRATION

1. Applicant/Description: Habitat for Humanity Seattle – King County / Construction of 10 units of affordable family ownership housing

2. Project Location: 2004 228th Ave, SE, Sammamish

3. Financing Information:

Funding Source	Funding Amount	Commitment
ARCH	\$400,000	Applied for Fall 2013
Donated Land and Fee Waivers	\$453,540	Land: Sammamish Council Action in 2012
King County	\$491,567	To be applied for in 2014, for home construction
Habitat Capital	\$406,496	Committed
In Kind/Private (primarily for home construction)	\$1,766,388	To be secured
TOTAL	\$3,517,991	

4. Development Budget:

ITEM	TOTAL	PER HOME	HTF
Acquisition	\$400,000	\$40,000	
Construction	\$2,681,615	\$268,162	\$400,000
Design	\$60,000	\$6,000	
Consultants	\$62,300	\$6,230	
Developer fee	\$0	\$0	
Finance costs	\$0	\$0	
Reserves	\$0	\$0	
Permits/Fees/Other	\$324,076	\$32,408	
TOTAL	\$3,517,991	\$351,800	\$400,000

5. Debt Service Coverage: Secured grant, no repayment if in compliance.

6. Security for City Funds:

- A recorded covenant for each unit to ensure affordability and use for targeted population for 75 years.
- A promissory note secured by a deed of trust. The promissory note will require repayment of the grant amount upon non-compliance with any of the funding conditions.

7. Rental Subsidy: None

ECONOMIC SUMMARY: PROVIDENCE/SRI REDMOND SENIOR APARTMENTS

1. Applicant/Description: Providence/SRI / Construction of 74 units of affordable senior rental housing, 1 manager unit, plus amenity spaces. Facility will include a PACE Center

2. Project Location: 8550 8550 160th Ave NE, Redmond

3. Financing Information:

Funding Source	Funding Amount	Commitment
ARCH	\$800,000	Applied for Fall 2013
Donated Land (Long-term Lease)	\$1,439,060	Redmond Council Action in 2013
King County	\$1,734,944	\$200,000 Contingent funds committed 2013, balance to be applied for in 2014
Commercial Loan	1,702,169	To be applied for
Deferred Developer Fee	\$329,221	Committed
Tax Credit Equity	\$13,662,294	To Apply for in 2014
TOTAL	\$19,667,688	

4. Development Budget:

ITEM	TOTAL	PER UNIT	HTF
Acquisition	\$1,461,676	\$19,752	
Construction	13,256,895	\$179,147	\$100,000
Design	\$794,970	\$10,743	
Consultants	\$209,988	\$2,838	
Developer fee	\$1,221,582	\$16,508	
Finance costs	\$1,158,042	\$15,649	
Reserves	\$341,847	\$4,620	
Permits/Fees/Other	\$1,222,688	\$16,523	\$700,000
TOTAL	\$19,667,688	\$265,780	

5. Debt Service Coverage: Deferred contingent loan. Repayment out of available cash flow, defer repayment to start year 18

6. Security for City Funds:

- A recorded covenant to ensure affordability and use for targeted population for 50 years.
- A promissory note secured by a deed of trust. The promissory note will require repayment of the grant amount upon non-compliance with any of the funding conditions.

7. Rental Subsidy: Two Section 8 vouchers

FIGURE 1
ARCH: EAST KING COUNTY TRUST FUND SUMMARY
LIST OF CONTRACTED PROJECTS FUNDED (1993 - Fall 2012)

Project	Location	Owner	Units/Beds	Funding	Pct of Total Allocation	Distribution Target
1. Family Housing						
Andrews Heights Apartments	Bellevue	Imagine Housing	24	\$400,000		
Garden Grove Apartments	Bellevue	DASH	18	\$180,000		
Overlake Townhomes	Bellevue	Habitat of EKC	10	\$120,000		
Glendale Apartments	Bellevue	DASH	82	\$300,000		
Wildwood Apartments	Bellevue	DASH	36	\$270,000		
Somerset Gardents (Kona)	Bellevue	KC Housing Authority	198	\$700,000		
Pacific Inn	Bellevue *	Pacific Inn Assoc. *	118	\$600,000		
Eastwood Square	Bellevue	Park Villa LLC	48	\$600,000		
Chalet Apts	Bellevue	Imagine Housing	14	\$163,333		
Andrew's Glen	Bellevue	Imagine Housing	10 /11	\$387,500		
Bellevue Apartments	Bellevue ***	LIHI	45	\$800,000		
YWCA Family Apartments	K.C. (Bellevue Sphere)	YWCA	12	\$100,000		
Highland Gardens (Klahanie)	K.C. (Issaquah Sphere)	Imagine Housing	54	\$291,281		
Crestline Apartments	K.C. (Kirkland Sphere)	Shelter Resources	22	\$195,000		
Parkway Apartments	Redmond	KC Housing Authority	41	\$100,000		
Habitat - Patterson	Redmond	Habitat of EKC **	24	\$446,629		
Avon Villa Mobile Home Park	Redmond **	MHCP **	93	\$525,000		
Terrace Hills	Redmond	Imagine Housing	18	\$442,000		
Village at Overlake Station	Redmond **	KC Housing Authority **	308	\$1,645,375		
Summerwood	Redmond	DASH	166	\$1,187,265		
Coal Creek Terrace	Newcastle **	Habitat of EKC **	12	\$240,837		
RoseCrest (Talus)	Issaquah **	Imagine Housing **	40	\$918,846		
Mine Hill	Issaquah	Imagine Housing	28	\$450,000		
Clark Street	Issaquah	Imagine Housing	30	\$355,000		
Lauren Heights (Iss Highlands)	Issaquah **	Imagine Housing/SRI **	45	\$657,343		
Habitat Issaquah Highlands	Issaquah ***	Habitat of EKC **	10	\$318,914		
Issaquah Family Village I	Issaquah ***	YWCA **	87	\$4,382,584		
Issaquah Family Village II	Issaquah ***	YWCA **	47	\$2,760,000		
Greenbrier Family Apts	Woodinville **	DASH **	50	\$286,892		
Plum Court	Kirkland	DASH	61 /66	\$1,000,000		
Francis Village	Kirkland	Imagine Housing ***	15	\$375,000		
South Kirkland Park n Ride	Kirkland ***	Imagine Housing ***	46	\$752,294		
Copper Lantern	Kenmore **	LIHI **	33	\$452,321		
Homeowner Downpayment Loan	Various	KC/WSHFC/ARCH	87 est	\$615,000		
SUB-TOTAL			1,932	\$23,018,414	58.6%	(56%)
2. Senior Housing						
Cambridge Court	Bellevue	Resurrection Housing	20	\$160,000		
Ashwood Court	Bellevue *	DASH/Shelter Resources *	50	\$1,070,000		
Evergreen Court (Assisted Living)	Bellevue	DASH/Shelter Resources	64 /84	\$2,480,000		
Vasa Creek	K.C. (Bellevue Sphere)	Shelter Resources	50	\$190,000		
Riverside Landing	Bothell **	Shelter Resources **	50	\$225,000		
Kirkland Plaza	Kirkland	Imagine Housing	24	\$610,000		
Totem Lake Phase 2	Kirkland ***	Imagine Housing	80	\$736,842		
Heron Landing	Kenmore	DASH/Shelter Resources	50	\$65,000		
Ellsworth House Apts	Mercer Island	Imagine Housing	59	\$900,000		
Greenbrier Sr Apts	Woodinville **	DASH/Shelter Resources **	50	\$196,192		
SUB-TOTAL			497	\$6,633,034	16.9%	(19%)

FIGURE 1
ARCH: EAST KING COUNTY TRUST FUND SUMMARY
LIST OF CONTRACTED PROJECTS FUNDED (1993 - Fall 2012)

Project	Location	Owner	Units/Beds	Funding	Pct of Total Allocation	Distribution Target
3. Homeless/Transitional Housing						
Hopelink Place	Bellevue	**	Hopelink **	20	\$500,000	
Chalet	Bellevue		Imagine Housing	4	\$46,667	
Kensington Square	Bellevue		Housing at Crossroads	6	\$250,000	
Andrew's Glen	Bellevue		Imagine Housing	30	\$1,162,500	
Bellevue Apartments	Bellevue	***	LIHI	12	\$200,000	
Sophia Place	Bellevue		Sophia Way	20	\$250,000	
Dixie Price Transitional Housing	Redmond		Hopelink	4	\$71,750	
Avondale Park	Redmond		Hopelink (EHA)	18	\$280,000	
Avondale Park Redevelopment	Redmond	**	Hopelink (EHA) **	60	\$1,502,469	
Petter Court	Kirkland		KITH	4	\$100,000	
Francis Village	Kirkland		Imagine Housing	45	\$1,125,000	
South Kirkland Park n Ride	Kirkland	***	Imagine Housing	12	\$188,073	
Totem Lake Phase 2	Kirkland		Imagine Housing	15	\$138,158	
Rose Crest (Talus)	Issaquah	**	Imagine Housing	10	\$229,712	
Lauren Heights (Iss Highlands)	Issaquah	***	SRI **	5	\$73,038	
Issaquah Family Village I	Issaquah	***	YWCA **	10	\$503,745	
SUB-TOTAL				257	\$6,621,112	16.8% (13%)
4. Special Needs Housing						
My Friends Place	K.C.		EDVP	6 Beds	\$65,000	
Stillwater	Redmond		Eastside Mental Health	19 Beds	\$187,787	
Foster Care Home	Kirkland		Friends of Youth	4 Beds	\$35,000	
FOY New Ground	Kirkland		Friends of Youth	6 Units	\$250,000	
DD Group Home 7	Kirkland		Community Living	5 Beds	\$100,000	
Youth Haven	Kirkland		Friends of Youth	10 Beds	\$332,133	
FOY Transitional Housing	Kirkland		Friends of Youth	10 Beds	\$240,000	
DD Group Home 4	Redmond		Community Living	5 Beds	\$111,261	
DD Group Homes 5 & 6	Redmond/KC (Bothell)		Community Living	10 Beds	\$250,000	
United Cerebral Palsy	Bellevue/Redmond		UCP	9 Beds	\$25,000	
DD Group Home	Bellevue		Residence East	5 Beds	\$40,000	
AIDS Housing	Bellevue/Kirkland		Aids Housing of WA.	10 Units	\$130,000	
Harrington House	Bellevue		AHA/CCS	8 Beds	\$290,209	
DD Group Home 3	Bellevue		Community Living	5 Beds	\$21,000	
Parkview DD Condos III	Bellevue		Parkview	4	\$200,000	
IERR DD Home	Issaquah		IERR	6 Beds	\$50,209	
FFC DD Homes	NE KC		FFC	8 Beds	\$300,000	
Oxford House	Bothell		Oxford/Compass Ctr.	8 Beds	\$80,000	
Parkview DD Homes VI	Bothell/Bellevue		Parkview	6 Beds	\$150,000	
FFC DD Home II	TBD		FFC	4 Beds	\$168,737	
SUB-TOTAL				148 Beds/Units	\$3,026,336	7.7% (12%)
TOTAL				2,834	\$39,298,896	100.0%

* Funded through Bellevue Downtown Program

** Also, includes in-kind contributions (e.g. land, fee waivers, infrastructure improvements)

*** Amount of Fee Waiver still to be finalized



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

**AB 4917
February 3, 2014
Consent Calendar**

**A REGIONAL COALITION FOR HOUSING
(ARCH) 2014 ADMINISTRATIVE BUDGET AND
WORK PROGRAM**

Proposed Council Action:

Review and approve the 2014 ARCH
Administrative Budget and Work Program.

DEPARTMENT OF	Development Services Group (Scott Greenberg)
COUNCIL LIAISON	n/a
EXHIBITS	1. 2014 ARCH Administrative Budget and Work Program
APPROVED BY CITY MANAGER	

AMOUNT OF EXPENDITURE	\$	29,882
AMOUNT BUDGETED	\$	31,703
APPROPRIATION REQUIRED	\$	0

SUMMARY

What is A Regional Coalition for Housing (ARCH) and why is the City involved?

Under the terms of the Growth Management Act (GMA), Mercer Island and all other cities subject to the GMA are required to have a Housing Element within their Comprehensive Plan and are required to provide housing opportunities for all economic segments. Through the ARCH Housing Trust Fund process, ARCH assists the City in meeting its goals and objectives for affordable housing, including workforce and other housing needs. Through ARCH, the City has also joined together with other eastside cities in a sub-regional effort to create and preserve affordable housing through the greater East King County community.

ARCH was created by an Interlocal Agreement between the cities of Bellevue, Kirkland, Redmond and King County. Since its inception, the ARCH membership has increased, and includes: Mercer Island, Woodinville, Issaquah, Bothell, Newcastle, Sammamish, Kenmore and the "Points Communities" of Medina, Clyde Hill, Yarrow Point, Hunts Point and Beaux Arts Village. ARCH staff serves as additional housing staff to each member city and provides coordination with member city staff in various housing-related projects, plans, and services.

ARCH 2014 Budget and Work Program

Under the terms of the ARCH Interlocal Agreement, each member city must approve the ARCH Administrative Budget and Work Program annually. Like other local government members, Mercer Island contributes annually to ARCH in order to provide administrative support for the organization's housing activities. Each year, ARCH presents its annual Budget and Work Program to each member City Council for review and approval.

Administrative Budget

The ARCH Administrative Budget has been approved by the ARCH Executive Board and is being forwarded to each member city for approval and fund allocation. The proposed total ARCH Administrative Budget for 2014 (Exhibit 1) is \$613,042 of which \$29,882 is Mercer Island's share. This is the same amount Mercer Island has contributed annually from 2009 through 2013. City Council approved this amount in the 2013-2014 budget.

In addition to providing administrative support to ARCH, the City budgeted \$20,000 in 2013 for projects recommended through the ARCH Housing Trust Fund process. When projects are proposed that would utilize Mercer Island Trust Fund dollars, these projects come before City Council for review and approval.

Work Program

The first section of the ARCH Work Program for 2014 (Exhibit 1) explains how ARCH assists projects in an effort to help cities channel Housing Trust Fund dollars into effective affordable housing projects. This year ARCH is continuing two special initiatives that were started in 2012:

- 1) Exploring a dedicated funding source for the Trust Fund; and
- 2) Exploring use of the Trust Fund for catalyst projects that utilize underdeveloped or surplus properties and exploring working with faith-based organizations to address homelessness through a subset of the surplus properties.

The next section identifies the areas of activity related to planning and regulatory efforts including area-wide planning programs and specific objectives for member cities.

While the overall Work Program includes general issues for the entire coalition, there are three goals identified in the 2014 Work Program specific to Mercer Island (Exhibit 2, page 6):

- Assist City staff with completion of administrative procedures and documents associated with the land use incentive and tax exemption programs for Town Center.
- Assist City staff with updating the Comprehensive Plan/Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.
- Assist City staff with planning and, if applicable, assist with implementation of a Transit-Oriented Development in the Town Center that includes affordable housing and commuter parking.

The final two sections of the 2014 Work Program discuss implementation of the housing programs and ARCH's other activities.

RECOMMENDATION

Development Services Director and ARCH Staff

MOVE TO: Approve the ARCH 2014 Administrative Budget and Work Program and authorize expenditure of \$29,882 for Mercer Island's contribution to the 2014 ARCH Administrative Budget.

2014 ARCH Administrative Budget

Final Jan 2014

I. ANNUAL OPERATING EXPENSES

Item	2013 Budget	2014 Budget	Change Budget	Percent Change
Staffing *				
Housing Mgr	\$ 114,066	\$ 115,304	\$ 1,238	1.09%
Benefits	\$ 34,340	\$ 36,441	\$ 2,101	6.12%
Housing Planner I	\$ 98,284	\$ 99,370	\$ 1,086	1.10%
Benefits	\$ 31,821	\$ 33,772	\$ 1,951	6.13%
Housing Planner II	\$ 48,330	\$ 85,484	\$ 37,154	76.88%
Benefits	\$ 17,394	\$ 31,447	\$ 14,052	80.79%
Clerk I	\$ 69,472	\$ 70,217	\$ 745	1.07%
Benefits	\$ 27,223	\$ 28,889	\$ 1,667	6.12%
Clerk II (.75 FTE)	\$ 36,826	\$ 37,219	\$ 394	1.07%
Benefits	\$ 22,012	\$ 23,362	\$ 1,350	6.13%
Sub-total	\$ 499,768	\$ 561,506	\$ 61,738	12%
Rent	\$ 15,750	\$ 21,600	\$ 5,850	37%
Utilities	Incl^	Incl^	Incl^	Incl^
Telephone	\$ 3,200	\$ 3,296	\$ 96	3%
Operating				
Travel/Training	\$ 2,000	\$ 2,000	\$ -	0%
Auto Mileage	\$ 3,000	\$ 3,150	\$ 150	5%
Copier Costs	\$ 2,000	\$ 2,000	\$ -	0%
Office Supplies	\$ 2,000	\$ 2,060	\$ 60	3%
Office Equipment Service	\$ 1,500	\$ 1,500	\$ -	0%
Fax/Postage	\$ 1,200	\$ 1,200	\$ -	0%
Periodical/Membership	\$ 3,700	\$ 3,700	\$ -	0%
Misc. (e.g. events,etc.)	\$ 1,680	\$ 1,680	\$ -	0%
Insurance	\$ 7,500	\$ 8,700	\$ 1,200	16%
Reorganization Admin	\$ 650	\$ 650	\$ -	
Sub-total	\$ 25,230	\$ 26,640	\$ 1,410	6%
TOTAL	\$ 543,948	\$ 613,042	\$ 69,094	12.70%

* Actual salary increases based on Bellevue's approved Cost of Living Adjustment

III. ARCH ADMINISTRATIVE BUDGET: RESOURCE DISTRIBUTION

A. Cash Contributions		2013	2014	Change	Percent Change	
Bellevue	\$	-	\$	-	\$	-
Bothell	\$	40,128	\$	45,176.24	\$	5,047.96
Issaquah	\$	19,745	\$	27,623.04	\$	7,877.64
King County	\$	43,466	\$	43,466.00	\$	-
Kirkland	\$	68,853	\$	81,456.31	\$	12,603.46
Mercer Island	\$	29,882	\$	29,882.38	\$	-
Newcastle	\$	10,677	\$	11,693.91	\$	1,016.62
Redmond	\$	62,168	\$	65,119.57	\$	2,951.68
Woodinville	\$	12,366	\$	12,883.74	\$	518.15
Beaux Arts Village	\$	1,569	\$	1,569	\$	-
Clyde Hill	\$	2,905	\$	3,210	\$	305.59
Hunts Point	\$	1,569	\$	1,569	\$	-
Medina	\$	2,901	\$	3,223	\$	322.12
Yarrow Point	\$	1,569	\$	1,569	\$	-
Sammamish	\$	49,167	\$	53,420	\$	4,253.13
Kenmore	\$	25,564	\$	25,956	\$	391.88
Other	\$	7,088	\$	-	\$	(7,088.40)
TOTAL	\$	379,619	\$	407,818	\$	28,199.82
B. In-Kind Contributions		2013	2014	Change	Percent Change	
Bellevue	\$	145,904	\$	153,579	\$	7,675
TOTAL	\$	145,904	\$	153,579	\$	7,675
C. Total Contributions *						
Bellevue	\$	145,904	\$	153,579	\$	7,675
Bothell	\$	40,128	\$	45,176	\$	5,047.96
Issaquah	\$	19,745	\$	27,623	\$	7,877.64
King County	\$	43,466	\$	43,466	\$	-
Kirkland	\$	68,853	\$	81,456	\$	12,603.46
Mercer Island	\$	29,882	\$	29,882	\$	-
Newcastle	\$	10,677	\$	11,694	\$	1,016.62
Redmond	\$	62,168	\$	65,120	\$	2,951.68
Woodinville	\$	12,366	\$	12,884	\$	518.15
Beaux Arts Village	\$	1,569	\$	1,569	\$	-
Clyde Hill	\$	2,905	\$	3,210	\$	305.59
Hunts Point	\$	1,569	\$	1,569	\$	-
Medina	\$	2,901	\$	3,223	\$	322.12
Yarrow Point	\$	1,569	\$	1,569	\$	-
Sammamish	\$	49,167	\$	53,420	\$	4,253.13
Kenmore	\$	25,564	\$	25,956	\$	391.88
Other**	\$	7,088	\$	51,645	\$	44,556.60
TOTAL	\$	525,523	\$	613,042	\$	87,519.76
TOTAL COSTS	\$	543,948	\$	613,042	\$	69,094.28
BALANCE	\$	(18,425)	\$	0		

* Changes are disproportionate in order to realign contributions based on recent annexations and updated census population figures.

** ARCH administrative reserves and admin fees from Redmond Ridge East

ARCH WORK PROGRAM: 2014

I. PROJECT ASSISTANCE

A. Oversight of Local Monetary Assistance

ARCH Trust Fund. Review applications and make recommendations for requests of local monetary funds through the ARCH Housing Trust Fund process. Includes helping to coordinate the application process and use of funds for various programs.

Objective: Allocation of \$1,000,000 or more through the ARCH Housing Trust Fund Process, and create or preserve a minimum of 50 units.

For the 'Parity Program', provide updated annual information to members, and achieve the base line goal for levels of direct assistance.

Provide a variety of types of affordable housing and that meet other funding priorities as specified in the ARCH Trust Fund Criteria.

Centralized Trust Fund System. Monitor centralized trust fund process including:

- Produce regular monitoring reports for the ARCH Trust Fund account.
- Work with Administrating Agency (Bellevue) to prepare contracts and distribute funds for awarded projects.
- Monitor funded projects including evaluating performance and tracking loan payments. Includes monitoring for long term sustainability of previously funded projects and working with other funders in the initial overall review, and any follow up evaluation of individual projects.

Objective: Monitor ongoing financial activities of the ARCH Trust Fund account and provide updated information to members.

Develop sustainable strategies for the HTF to meet local housing goals and preserve publicly assisted affordable housing.

King County / State Funding Programs. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, etc) and State (Tax Credit, DOC) funds. Includes providing input to the King County Home Consortium on behalf of participating Eastside jurisdictions. Assist N/E consortium members with evaluating and making a recommendation to the County regarding CDBG allocations to affordable housing.

Objective: In consultation with County, local staff and housing providers, seek to have funds allocated on a countywide basis by the County and State allocated proportionately throughout the County including the ARCH Sphere of Influence.

B. Special Initiatives This includes a range of activities where ARCH staff assist local staff with specific projects. Activities can range from feasibility analysis, assisting with requests for proposals, to preparation of legal documents (e.g. contracts, covenants). Following are either

existing initiatives or examples of initiatives likely to emerge:

Trust Fund Long Term Issues.

ARCH Trust Fund: Dedicated Funding Source. As follow up to the ARCH Workshops in 2007, explore and evaluate the feasibility of a dedicated funding source to supplement general fund contributions for the ARCH Trust Fund. In 2014 convene members to discuss background information collected, evaluate options and next steps. For any options selected for further consideration, follow up on next steps.

Surplus Property/Underdeveloped Property. Assist as needed member cities' evaluation of potentially surplus public property or underutilized private property (e.g. faith community properties) for suitability of affordable housing. Currently identified opportunities includes:

- Assist Kirkland with implementing local provisions (e.g. land use and multifamily tax exemption affordability requirements) associated with the South Kirkland Park n Ride.
- Assist Sammamish with making surplus city site available to Habitat for Humanity of East King County.
- Continue to assist Redmond staff with coordinating the development of the 160th site for senior affordable housing development in Downtown Redmond.
- Continue to explore opportunities for catalyst projects in transit oriented neighborhoods such as Bel-Red, Overlake and central Mercer Island that include affordable housing and other features that help implement neighborhood plan objectives.

As a subset of this item, convene members and other stakeholders to explore how to potentially work more proactively with faith based organizations to utilize their properties to assist with addressing affordable housing needs, especially for homeless populations. This includes supporting efforts by Eastside Human Services Forum, EHAC and cities to develop an East King county sub-regional strategic approach to winter shelter for homeless adults and families. This work will also include working with member cities and local services agencies to develop a long term strategy for providing winter shelter and assisting with implementing any adopted strategy.

Objective: Identify one or more specific sites in East King County to be made available for housing and member jurisdictions develop a long term strategy for addressing winter shelter for homeless persons and families.

Eastside Homebuyer Assistance Program.

Continue working with Washington State Housing Finance Commission to implement the third phase of the House Key Plus ARCH Down Payment Assistance Program.

Objective: Maintain operation of the Homebuyer Assistance Program and implement updates.

HUD Assisted Housing. Continue to monitor and actively pursue efforts to preserve existing HUD assisted affordable housing. Assist members with evaluating and supporting the Housing Authority's effort to preserve two federally assisted senior properties in East King County.

Objective: Preserve existing federally assisted affordable housing in East King County and

prevent from converting to market rate housing.

II. HOUSING POLICY PLANNING

Work items in this section are grouped into the following basic areas of activity:

- Work with individual members on local planning efforts.
- Efforts coordinated through ARCH that benefit multiple members of ARCH.
- Track legislation that increases tools available to cities to create affordable housing.
- Participation in regional workgroups that impact local housing efforts.

A. Local Planning Activities

ARCH Housing Strategy Program. ARCH members have identified a number of Priority Housing Strategies as well as an ongoing education program for members, several of which can impact local planning efforts, including:

- Ongoing education of staffs and officials through Housing 101 Workshops for staffs and new local officials; updating information in the Housing 101 Workbook, annual study sessions with member councils to review current issues and activities and materials profiling current programs and housing trends.
- Assist cities that incorporate priority strategies into their local work program (e.g. property tax exemption program in mixed use zones, regulatory incentive programs, regulations to increase housing diversity (mixed use, innovative housing, housing emphasis zones). (Note: See Local Housing Efforts below for specific activities by members.)

Housing Background Information. On an annual basis, ARCH will continue to provide updated housing data information as available. This updated housing information will be incorporated into the education fliers and Housing 101 report used as part of the ongoing Housing Education Program. In 2014, conduct a Housing 101 workshop that will help assist member councils and planning commissions to prepare for updates to their Housing Elements and as applicable preparation and/or update to local housing strategy plans.

Objective: On a regular basis, conduct education sessions for new local officials and staffs on local housing conditions and programs (Housing 101 East King County, East King County Plan to End Homelessness), and hold annual discussion with member councils on recent housing trends and efforts.

Continue to keep member jurisdictions and the broader community aware of local housing conditions to assist in their efforts to evaluate current and future efforts to meet local housing objectives. Include research on recent housing trends, and responses to these trends.

Housing Needs Assessment. Members will need Housing Needs Assessments as part of their updates to their Comprehensive Plans. Working with ARCH members, ARCH has developed an overall needs assessment covering East King County. As an initial part of each member's update of their Comprehensive Plan, ARCH will supplement the overall needs assessment with localized information.

Objective: Assist with preparation of Housing Needs Assessment for all members, and to do so through a coordinated effort in behalf of all members.

Accessory Dwelling Units (ADUs). Several ARCH members have expressed interest in evaluating current ADU regulations and explore other ways to increase availability of ADUs. ARCH staff will assist with convening interested ARCH member cities to evaluate existing ADU regulations and determine ways to inform the broader community.

Impact Fee Waivers. In response to revisions of state law allowing impact fee waivers for affordable housing, support as needed ARCH member cities review and adoption of local legislation to implement state authority to grant impact fee waivers.

Local Housing Efforts. ARCH jurisdictions are updating land use, zoning and other codes in order to implement policies identified in their Comprehensive Plans. ARCH staff will continue to assist local staffs in these efforts. Following are specifically identified areas that ARCH will assist local staff with accomplishing. For the coming year, ARCH staff expects to spend time assisting members updating local Housing Elements.

Objective: Assist local staff with completion of the following updates of local codes and specific plans:

Bellevue

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with developing and implementing administrative procedures for the Bel-Red land use incentive program.

Assist with Council evaluation of a Multifamily Tax Exemption program in the City. In the event Council provides direction to develop a program, assist City staff to develop code language for a program.

Assist in identifying opportunities for affordable housing and implementation of affordable housing strategies in identified East Link corridors and station areas where transit oriented housing and mixed income housing development is an important component of the initial planning work.

Assist in innovative housing ordinance for NB properties within the Newport Hills Commercial Center.

Assist in the “Downtown Livability” program’s review of housing regulations and incentives.

Beaux Arts Village

Assist City staff with update to the Comprehensive Plan Housing Element.

Bothell

Assist city staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist city staff with review and update of existing Accessory Dwelling Units regulations.

Assist city staff with work related to affordable housing component of the city's LIFT program in their downtown areas. Includes assisting with any reporting requirements and potentially exploring additional opportunities for affordable housing on city owned properties in the downtown revitalization area.

Assist city staff with evaluating the updated state legislation regarding impact fee waivers for affordable housing, and explore potential revisions to local regulations related to impact fee waivers for affordable housing.

Clyde Hill

Assist City staff with update to the Comprehensive Plan Housing Element.

Assist City with rental of City's affordable rental unit.

Hunts Point

Assist City staff with update to the Comprehensive Plan Housing Element.

Issaquah

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Central Issaquah Plan: Continue work with City staff to refine development standards and regulations related to the housing policies adopted in the Central Issaquah Plan.

Based on policy direction in Central Issaquah Plan, assist City staff with research and presentation to council related to establishing a Multifamily Tax Exemption program in Central Issaquah. If program is approved by Council, assist staff with establishing administrative procedures.

As needed, assist City staff with administration of the affordable housing provisions of the Lakeside and Rowley development agreements.

Issaquah Highlands: Mostly completed, but monitor the implementation of any remaining portions of the Issaquah Highlands affordable housing development agreement.

Kenmore

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist in review of affordable housing regulations as needed for the City's commercial zoning work program for the Regional Business zone.

Consult and provide assistance to City staff on specific sites with affordable housing opportunities such as in the downtown and on city owned property.

Assist in developing administrative procedures for the City's adopted multi-family tax exemption program.

Kirkland

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Continue to assist staff with local action related to the South Kirkland Park & Ride property (e.g. documentation to secure affordability requirements.)

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations and/or using the optional multifamily tax exemption program.

Consult with city on TDR approaches and infrastructure financing tools for the Totem Lake Urban Center.

Assist City staff with housing issues that come before Council Planning and Economic Development Committee and resulting initiatives.

Assist City staff with affordable housing preservation efforts and initiatives.

Medina

Assist City staff with update to the Comprehensive Plan Housing Element.

Mercer Island

Assist City staff with completion of administrative procedures and documents associated with the land use incentive and tax exemption programs for Town Center.

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with planning and if applicable, assist with implementation of a Transit-Oriented Development in the Town Center that includes affordable housing and commuter parking.

Newcastle

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist with updating administrative procedures for city's updated affordable housing provisions based on any final revisions by Council. Assist with agreements for any project that would include an affordable housing requirement, including those related to the Community Business Center.

Assist staff with outreach effort related to ADUs.

Redmond

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations.

Continue to assist staff with coordinating the development of the 160th site for senior affordable housing development in Downtown. (See Special Initiatives).

Assist with the creation of user guides for implementing housing requirements

Assist with the implementation of other high priority items identified in the Strategic Housing Plan, such as encouraging public/private partnerships to promote the development of affordable housing in urban centers.

Assist with pursuit of creative ways to implement the provisions for affordable housing in the Group Health Development Agreement including exploring ways to leverage other resources.

Assist with the promotion of affordable housing and other programs available to Redmond residents and developers, e.g., Accessory Dwelling Units (ADUs) (see above).

Assist with carrying out implementation strategies that result from the investigation of emerging housing markets and East Link Corridor housing strategies as described below under regional issues.

Assist City staff and Council with evaluating and, if appropriate, implementing a tax incentive program for affordable housing, as allowed under RCW 84.14.

Provide assistance as needed in updating neighborhood plans (e.g. Southeast Redmond) with respect to housing, including periodic attendance at Redmond Community Academy and CAC meetings to help identify housing issues and develop policy and regulatory responses.

As follow up to City's adoption of Section 8 anti-discrimination ordinance, assist with education outreach effort to landlords regarding Section 8 program. Potentially do in cooperation with other jurisdictions.

Sammamish

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with making surplus site available to Habitat (see special initiatives).

Evaluate Strategy Plan to assess if work should commence on any medium priority strategies (e.g. Senior Housing opportunities).

Assist City staff with evaluating the updated state legislation regarding impact fee waivers for affordable housing, and explore potential revisions to local regulations related to impact fee waivers for affordable housing.

Assist City staff with new city code for homeless encampments.

Woodinville

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Review and strengthening of affordable housing and accessory dwelling unit programs and regulations.

Assist City staff and Planning Commission with evaluating and developing incentives for affordable housing as provided for in the Downtown/Little Bear Creek Master Plan area.

Yarrow Point

Assist City staff with update to the Comprehensive Plan Housing Element.

Assist Planning Commission and Council with a review and potential update of current ADU regulations, and assist with effort to increase public awareness of local provisions.

King County See Regional/Planning Activities below.

Complete standard covenants, and monitor the implementation of the Northridge/Blakely Ridge and Redmond Ridge Phase II affordable housing development agreements. This includes monitoring annual progress toward achieving affordability goals; and providing information to developers on details about how the program is implemented.

General Assistance. In the past, there have been numerous situations where members have had requests for support on issues not explicitly listed in the Work Program. Requests range from technical clarifications, to assisting with negotiating agreements for specific development proposals, to more substantial assistance on unforeseen planning initiatives. ARCH sees this as a valuable service to its members and will continue to accommodate such requests to the extent they do not jeopardize active work program items.

B. Regional/Countywide Planning Activities

PSRC – HUD Sustainability Planning Grant (Growing Transit Communities (GTC)). PSRC in a partnership with public and private agencies from the Central Puget Sound region received a HUD Sustainable Communities Planning Grant. The formal grant work was completed at the end of 2013. Key products included a regional GTC strategy plan, analysis of development issues at several station areas along Eastlink, and a business plan for a land acquisition fund. In 2014 ARCH staff will assist member jurisdictions to evaluate and implement strategies relevant to their respective communities. Some specific activities for individual members are

described above in the Local Housing Efforts section. One general area of activity could be to assist member cities with familiarizing the development community about housing opportunities in these areas.

Objective: Obtain information that is applicable to ARCH member cities' housing development efforts and assist with implementing strategies developed during the GTC process.

Countywide Planning Policies (CPP) for Affordable Housing. The Growth Management Planning Council adopted updated CPPs for housing. This also included several follow up work program items to begin implementation of some of the policies. ARCH staff will assist the regional work group on these follow up work program items (e.g. identifying and collecting key regional data for monitoring progress).

Legislative Items. ARCH staff will track state and federal legislative items that relate to affordable housing that could impact members' ability to address affordable housing. As needed, staff will report back to the Executive Board and members, and when directed coordinate with other organizations (e.g. AWC, Prosperity Partnership, WLIHA) to contact legislators regarding proposed legislation.

Committee to End Homelessness (CEH)/ Eastside Homeless Advisory Committee (EHAC). Anticipated work of the CEH in the coming year include continued coordinated allocation of resources, and initiating several specific proposals (e.g. shelters, addressing homelessness for veterans, families conversion process, and youth and young adults). Role for ARCH staff is expected to include participating in the CEH Funders group and its efforts to coordinate funding, and inform ARCH members and the general public of CEH/EHAC activities. Also continue to participate in efforts to implement homeless efforts within East King County through EHAC, including longer term solutions for winter shelters in East King County (see Special Initiatives).

Objective: Keep member jurisdictions informed of significant regional issues and pending legislation that could affect providing housing in East King County.

Ensure that perspectives of communities in East King County are addressed in regional housing activities, including the Committee to End Homelessness.

Have one or more specific local programs initiated as part of the 10 Year Plan to End Homelessness.

III. HOUSING PROGRAM IMPLEMENTATION

Monitoring Affordable Rental Housing. Administer ongoing compliance of affordability requirements. This includes affordable rental housing created through direct assistance (e.g. Trust Fund allocation, land donations) from member jurisdictions, and through land use incentives. Some Trust Fund projects also require monitoring of project cash flow related to loans made by jurisdictions to projects (see I. Project Assistance). One emerging issue is changing practices in payment of various utilities by residents. In 2014 one emphasis of monitoring will be to research this trend and making sure that permitted rent levels are appropriately accounting for what utilities are paid by residents.

Objective: Ensure projects are in compliance with affordability requirements which involve collecting annual reports from projects, screening information for compliance, and preparing summary reports for local staffs. To the extent possible this work shall:

- Minimize efforts by both owners and public jurisdictions.
- Coordinate ARCH's monitoring efforts with efforts by other funding sources such as using shared monitoring reports.
- Utilize similar documents and methods for monitoring developments throughout East King County.
- Ensure accurate records for affordable ownership units, including audit units for owner occupancy and proper recording of necessary documentation.
- Establish working relationship with other public organizations that can help assess how well properties are maintained and operated (e.g. code compliance, police, and schools).

Monitoring Affordable Ownership Housing. As more price restricted homes are created, monitoring of affordable ownership housing created through local land use regulations is becoming of increased importance. In addition, will continue to monitor general trends with ownership units, enforcement of covenant provisions (e.g. leasing homes, foreclosure), and as necessary evaluate and if warranted, complete revisions to the ownership covenants. One objective in the current year is to implement a process to regularly notify existing owners of the requirements of their affordability covenants. One other objective will be to consider updates to the covenants to account for any revisions to FHA guidelines. Also continue to maintain a list of households potentially interested in affordable ownership housing.

Objective: Oversee resale of affordable ownership homes. Address issues related to ongoing compliance with program requirements (e.g. leasing homes, foreclosures).

Complete revisions to the affordability covenant and administrative procedures to better protect against potential loss of long term affordability.

Information for public on Affordable Housing. Maintain lists of affordable housing in East King County (rental and ownership), and making that available as needed to people looking for affordable housing.

Objective: Maximize awareness of affordable housing opportunities in East King County through the ARCH web site, public flyers and other means to assist persons looking for affordable housing.

Relocation Plans. Assist as necessary with preparing relocation plans and coordinate monitoring procedures for developments required to prepare relocation plans pursuant to local or state funding requirements.

Objective: Maximize efforts to ensure that existing households are not unreasonably displaced as a result of the financing or development of new or existing housing.

IV. SUPPORT/EDUCATION/ADMINISTRATIVE ACTIVITIES

Education/Outreach. Education efforts should tie into efforts related to public outreach/input on regional housing issues (see Local Planning Activities). However, much of ARCH's outreach/education work will occur through work with individual members on local housing efforts. In addition to the Housing 101 workbook and related brochures, other outreach methods may include housing tours, a portfolio of successful projects, and short videos to be broadcast on local cable channels on local efforts.

Objective: Consistent with the Education program discussed at the ARCH Workshops, using input from the broader community, develop education tools to inform councils, staffs and the broader community of current housing conditions, and of successful efforts achieved in recent years.

Is a resource for members to assist with outreach and education activities on affordable housing associated with local planning efforts.

Conduct specific education events for ARCH member staff, commissioners and council members.

Create outreach tools/efforts that inform the broader community of affordable housing resources available to residents.

ARCH Web Site. Update on a regular basis information on the ARCH website, including information related to senior housing opportunities. Add new section to the website that provides more details and administrative materials for affordable incentive programs available through ARCH members and fair housing information.

Objective: Maintain the ARCH web site and update the community outreach portion by incorporating information from Housing 101 East King County, as well as updated annual information, and links to other sites with relevant housing information (e.g. CEH, HDC).

Make presentations, including housing tours, to at least 10 community organizations.

Media coverage on at least six topics related to affordable housing in East King County related to work done by Cities/ARCH and articles in local city newsletters.

Advice to Interested Groups. Provide short-term technical assistance to community groups, faith communities and developers interested in community housing efforts. Meet with groups and provide suggestions on ways they could become more involved.

Objective: Increase awareness of existing funding programs by potential users.

Increase opportunities of private developers and Realtors working in partnership with local communities on innovative/affordable housing.

Assist community based groups who want to provide housing information to the broader community by assisting with preparing background information.

Administrative Procedures. Maintain administrative procedures that efficiently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Prepare quarterly budget performance and work program progress reports, including Trust Fund monitoring reports. Prepare the Annual Budget and Work Program. Work with Executive Board to develop multi-year strategy for the ARCH Administrative Budget. Staff the Executive and Citizen Advisory Boards.

Objective: Maintain a cost effective administrative budget for ARCH, and keep expenses within budget. Administrative costs should be equitably allocated among ARCH's members.

Maintain membership on the ARCH Citizen Advisory Board that includes broad geographic representation and wide range of housing and community perspectives.



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

**AB 4924
February 3, 2014
Regular Business**

POLICE & POLICE SUPPORT 2014 - 2015 COLLECTIVE BARGAINING AGREEMENTS	Proposed Council Action: Approve both Collective Bargaining Agreements
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DEPARTMENT OF	Human Resources (Kryss Segle) & Police (Ed Holmes)
COUNCIL LIAISON	n/a
EXHIBITS	<ol style="list-style-type: none"> 1. Proposed Police Collective Bargaining Agreement (January 2014 - December 2015) 2. Propose Police Memorandum of Understanding Regarding Twelve Hour Shifts 3. Proposed Police Support Collective Bargaining Agreement (January 2014 - December 2015)
APPROVED BY CITY MANAGER	

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

SUMMARY

For the past few months, the City of Mercer Island bargaining team has been meeting with members of the Police Guild to negotiate successor collective bargaining agreements (CBAs) for Police officers and for Police Support employees. The City's bargaining team is comprised of Police Chief Ed Holmes, Human Resources Director Kryss Segle, City Attorney Katie Knight, and Police Operations Commander Dave Jokinen.

Collective bargaining negotiating sessions with unions and discussions among the City Council regarding the terms and conditions of any such negotiated CBAs are exempt from the Open Public Meetings Act pursuant to RCW 42.30.140. This allows the City to consider negotiation strategies or positions during negotiations in a forum that will not undermine the employer-employee relationship among the respective parties, and to provide the City with the same flexibility given to the union to freely discuss labor negotiation strategies.

The City Council has been briefed on the terms and conditions of both proposed two-year CBAs.

POLICE CBA

The Police CBA provides the following:

- A cost of living adjustment of 1.4% (100% of CPI-W Semi-Annual Index) plus a market adjustment of 2.1% effective 1/1/2014.

- Moving the Patrol Division from a “6-on/3-off” schedule to a “12-hour shifts” schedule for a trial period through December 31, 2015. The 12-hour shifts schedule is expected to save the City overtime costs and provide more coverage without increasing FTEs. The schedule change includes promoting an existing Police Officer to the provisional appointment of Corporal to accommodate adequate supervision for all 12-hour shift squads. The cost associated with the promotion equals approximately \$7,000 and is expected to be covered by overtime savings generated by moving to this schedule.
- In year two, increase education incentive pay to align closer to the average of the comparable market. The terms of the CBA increase AA Degree incentive pay from \$100 per month to \$150 per month, and increase BA/BS Degree incentive pay from \$175 to \$275 per month.
- In year two, increase wages by 100% of the CPI-W Semi-Annual Index.

In order to determine the success of the Patrol Division’s trial schedule change, staff will perform the following analyses:

- Run a parallel hypothetical 6-on/3-off schedule to the actual 12-hour shift schedule on a monthly basis throughout the trial period.
- Calculate actual shift coverage levels for the trial period and compare with prior years.
- Calculate overtime expenditures and comp time accruals related to meeting minimum staffing levels for the trial period and compare with prior years.

Staff will account for resignations/retirements and/or new hires in the examination of this information. The Police Guild Unit is comprised of 29 union members. The tentative agreement increases salaries and benefits for the Unit by 2.9% in 2014 and by 0.74% (excluding COLA) in 2015.

POLICE SUPPORT CBA

The Police Support CBA provides the following:

- A cost of living adjustment of 1.4% (100% of CPI-W Semi-Annual Index) plus a market adjustment of 2.1% effective 1/1/2014.
- Benchmarks the positions of Police Support Officer and Marine Patrol Technician to 75% of Police Officer wages.
- Match the longevity schedule of the Police Support CBA to the longevity schedule of the Police CBA.
- In year two, increase wages by 100% of the CPI-W Semi-Annual Index.
- The Police Support Unit is comprised of five union members. The tentative agreement increases salaries and benefits for the Unit by 3.91% in 2014. The 2015 increase is unknown at this time since the CPI-W Semi-Annual index, which determines the 2015 COLA, will not be published until August 2014.

Following the initial briefing on the above terms and conditions, the City Council directed staff to present both of the CBAs set forth in Exhibit 1 and Exhibit 2 to the City Council for approval.

RECOMMENDATION

Human Resources Director & Police Chief

MOVE TO: Authorize the City Manager to sign the Police Collective Bargaining Agreement and Memorandum of Understanding with the Mercer Island Police Guild for the period of January 1, 2014 through December 31, 2015.

Authorize the City Manager to sign the Police Support Collective Bargaining Agreements with the Mercer Island Police Guild for the period of January 1, 2014 through December 31, 2015.

AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON

and

MERCER ISLAND POLICE ASSOCIATION

(January 1, 2014 through December 31, 2015)

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AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON
and
MERCER ISLAND POLICE ASSOCIATION

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

ARTICLE 1 - RECOGNITION AND UNION MEMBERSHIP

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

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

ARTICLE 2 - DEFINITIONS

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

ARTICLE 3 - HOURS OF WORK AND OVERTIME

- 3.1 Normal Work Day. The normal work day for patrol section employees shall consist of eight and one-half consecutive hours. The normal work

day for non-patrol section employees shall consist of eight consecutive hours. Other normal work days may be approved by mutual agreement. Overlapping time during shift changes is considered part of a normal work day.

- 3.2 Normal Work Schedule. The normal work schedule for patrol section employees shall be six consecutive days worked followed by three consecutive days off. The normal work schedule for non-patrol section employees shall be five consecutive days worked followed by two consecutive days off. Other normal work schedules may be approved by mutual agreement of the Employer and the Association. In order to facilitate shift changes which occur on or about January 1, April 1, July 1, and October 1 of each calendar year, the normal work schedule may be waived provided that nothing herein shall limit an employee's right to claim overtime as would be required under the FLSA. Employees may be scheduled by the City to work any of the shifts established by the City.
- 3.3 Section 7(k) Work Period. The Section 7(k) work period under the Fair Labor Standards Act, 29 U.S.C., 207 (k), for both patrol section and non-patrol section employees shall consist of twenty-eight consecutive days.
- 3.4 Overtime. All hours worked under the following conditions shall be considered overtime and paid at one and one-half times the employee's regular rate of pay:
- 3.4.1 All hours worked, including court time, before or after the employee's normal work day;
 - 3.4.2 All hours worked in excess of one hundred seventy-one hours in the Section 7(k) work period; and
 - 3.4.3 All hours worked on a scheduled off duty day. Overtime must be authorized by the Employer. Time paid for but not worked shall not count as hours worked for purposes of computing overtime under Subsection 3.4.2. Hours paid at the overtime rate are not hours worked or paid hours for the purposes of computing longevity increments or retirement benefits.
- 3.5 Call Back. Any employee called in to work or required to appear in court after having completed the employee's normal work day or normal work schedule shall be paid a minimum of three hours at one and one-half times his regular rate of pay provided that such time is not a shift extension before or after a scheduled shift. Employees who are not notified by 5:00 P.M. on the day prior to a scheduled court appearance that their testimony is not necessary, shall receive the minimum call back

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

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

Maximum compensatory time accrual shall be 240 hours. Employees who were employed prior to January 1, 2005, with 240 or more hours of accrued and unused compensatory time may continue to carry such accrual; provided, however, that an employee with 240 or more hours of accrued and unused compensatory time: (i) may be paid, upon request, all

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

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

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

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

ARTICLE 4 - PROMOTIONS

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

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

the rank of Corporal, or have a minimum of three (3) years full time experience as a commissioned police officer with the City of Mercer Island. A candidate with less than three (3) years may petition the Civil Service Commission for a waiver of this requirement.

ARTICLE 5 – WAGES

- 5.1 Employees covered by this Agreement shall be compensated in accordance with the wage schedule attached hereto as Appendix "A" effective January 1, 2014. This wage schedule reflects an across the board market adjustment of 2.1%, and a COLA of 1.4%.
- 5.2 Effective January 1, 2015, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI - W (semi-annual index released in the summer of 2014).%.
- 5.3 Employees with no prior police officer experience will normally start at Step A of the wage schedule. Employees with prior police officer experience will be hired at an appropriate pay step to be determined by the Police Chief.
- 5.4 Detective Sergeant, Lead Detective, Detective, and School Resource Officer. Any employee who is assigned duties as a Detective Sergeant, Lead Detective, Detective, or School Resource Officer shall receive a three and one-half percent (3.5%) increase in their wages while acting in such capacity. Any employee assigned duties as the Lead Detective shall receive an additional percent (4.0%) to their wages while acting in such capacity, for a total increase of seven and one-half percent (7.5%).
- 5.5 Emergency Preparedness Officer, D.A.R.E. Officer, Field Training Officer, Personnel & Training Sergeant and Marine Patrol Sergeant. Any employee who is assigned duties as the Emergency Preparedness Officer, D.A.R.E. Officer, the employee designated as the primary Marine Patrol Sergeant, and the Personnel & Training Sergeant shall receive a three percent (3%) increase in their wages while acting in such capacity. A Field Training Officer ("FTO") assigned to coach a probationary employee shall be paid a premium of 3% for each month that the FTO holds that assignment, with a three month minimum. Whenever practical, there shall be a limit of three (3) FTOs per trainee for this purpose. Any FTO filling in for less than 2 weeks for the assigned FTO will receive a day by day premium pay of three percent (3%).
- 5.6 S.O.T and Dive Team Leaders. An employee serving as the leader of the Special Operations Team will earn a lump sum of \$500 annually. An employee serving as the Dive Team leader will receive a lump sum of \$500 annually. If an employee serves in the lead position for less than

one year, that employee will receive a pro-rated lump sum.

- 5.7 Temporary Assignment to Higher Position. A police officer who is temporarily assigned to fill a corporal's position shall be paid at the higher position rate of pay corresponding to the officer's current level of longevity.

A Corporal shall who is temporarily assigned to fill a sergeant's position shall not receive the higher rate of pay unless he/she fills the sergeant's position for a consecutive period of time in excess of 21 working days. Upon the 22nd day, the Corporal serving in the temporary assignment as a sergeant shall begin to receive the higher rate of pay corresponding to the Corporal's current level of longevity. A sergeant who is temporarily assigned to fill a lieutenant's position shall be paid at the higher position rate of pay corresponding to the sergeant's current level of longevity. This shall apply to those hours actually worked in this position. Should the officer, corporal or sergeant work overtime in the higher position, he/she shall receive the higher overtime rate for all hours actually worked during the temporary assignment.

- 5.8 Pay Periods and Pay Days. Employees shall be paid one twenty-sixth of their annual salary every fourteen days for all non-overtime hours worked during the work period.

- 5.9 Lead Detective / Corporal Differential. The differential percentage between police officer Step G (scale) and corporal / lead detective (scale) shall reflect a 7.5% differential.

- 5.10 Sergeant and Lieutenant Differential. The differential percentage between police officer Step G (scale) and sergeant (scale) shall reflect a 15% differential. The differential between sergeant (scale) and lieutenant (scale) shall reflect a 15% differential.

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

- 5.12 Education Incentive. The City shall pay any employee:

- (a) who holds or obtains an A.A. Degree from an accredited college or university or who can document ninety credit hours toward a Bachelor's Degree in actual college course work, an education allowance of \$100.00 per month, effective January 1, 2015 the education allowance for employees with A.A. Degree or ninety credit hours toward a Bachelor's degree shall be \$150 per month; or

- (b) who holds or obtains a B.S. or B.A. Degree from an accredited college or university an education allowance of \$175.00 per month. Effective January 1, 2015, an employee who obtains a B.S. or B.A. Degree from an accredited college or university an education allowance of \$275.00 per month.

A member of the bargaining unit who has completed thirty (30) years of service with the Mercer Island Police Department will no longer receive education pay but will have an additional one hundred and seventy five dollars (\$175.00) per month added to his/her base salary.

ARTICLE 6 - LONGEVITY PAY

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

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

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

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

ARTICLE 7 – UNIFORM, CLEANING AND BOOT ALLOWANCE

7.1 Uniforms and safety equipment shall be furnished by the City.

7.2 The employer will provide dry cleaning services for each officer at the rate of four (4) clothing items per week. During this contract, the maximum rate the City shall be required to pay per month shall be \$60.00. This amount shall be multiplied by the number of eligible employees in the bargaining unit on an annual basis to establish the actual cap. This means, for example, if 30 employees were eligible for dry cleaning services in the actual annual cap for the City's contribution would be \$21,600. The employer shall provide additional dry cleaning services if clothing is unusually soiled in the course of duty.

7.3 Detectives and youth officers shall receive a clothing allowance of 1.02% of top step patrolman wages.

7.4 The employer shall provide a boot allowance equal to \$100 per year to each bargaining unit employee.

ARTICLE 8 - BENEFIT PLANS

8.1 Medical, Dental and Vision Insurance. Insurance premiums to provide employees and their dependents medical and dental benefits for the plans currently available shall be paid by the Employer. Coverage shall not be reduced during the life of this Agreement. The employer's contribution shall be based on AWC, Regence Blue Shield HealthFirst Plan, Delta Dental Plan E, and Vision Services Plan (VSP) low option rates.

The employer shall pay 100% premium cost for medical, dental , and vision insurance for all employees (HealthFirst Plan), and ninety percent (90%) of HealthFirst Plan and Delta Dental Plan E premium costs for dependent coverage, for the period of the contract.

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

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

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

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

- 8.5 Unemployment Compensation. Unemployment compensation shall be provided by the City as provided by law.
- 8.6 Long-Term Disability Insurance. Benefits shall be provided through AWC's Standard Insurance Plan. Insurance premiums to provide qualified employees long-term disability benefits equal to sixty percent (60%) of an employee's salary after a ninety (90) day waiting period shall be paid by the Employer
- 8.7 Life Insurance. The City shall provide each bargaining unit employee with a \$50,000.00 term life insurance policy at no cost to the employee.
- 8.8 Retiree Medical Insurance. Any employee retiring from the service of the City, including any disability retirement shall be permitted to participate in the AWC's health and welfare plan so long as such coverage is available, provided that the employee pays the premiums for such coverage (including any additional premium required for dependent coverage).

ARTICLE 9 - HOLIDAYS

9.1 The following days are recognized by the City as holidays:

- | | | |
|-----|----------------------------|-----------------------------|
| 1. | New Year's Day | January 1 |
| 2. | Martin Luther King Jr. Day | Third Monday in January |
| 3. | President's Day | Third Monday in February |
| 4. | Memorial Day | Last Monday in May |
| 5. | Independence Day | July 4 |
| 6. | Labor Day | First Monday in September |
| 7. | Veteran's Day | November 11 |
| 8. | Thanksgiving Day | Fourth Thursday in November |
| 9. | Day after Thanksgiving | Fourth Friday in November |
| 10. | Christmas Day | December 25 |
| 11. | Floating Holiday | Designated by Employee |
| 12. | Floating Holiday | Designated by Employee |
| 13. | Floating Holiday | Designated by Employee |

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

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

employee's hourly rate of pay, including longevity pay, for all hours worked on such holidays. Employees required to work on a recognized non-floating holiday shall also receive a subsequent scheduled normal work day off with pay.

- 9.3 Holidays Falling on Scheduled Days Off. If a holiday falls on an employee's scheduled day off and the employee is not required to work the holiday, the employee shall receive another subsequent, scheduled day off with pay.
- 9.4 Use. Each accrued holiday is equal to eight hours. Employees may use accrued holiday benefits in one-half hour increments. When an employee uses a whole day of holiday benefits, the employee uses eight hours of accrued benefits regardless of his assignment.
- 9.5 Maximum Accumulation. Employees shall not accumulate in excess of ten holidays as a result of the operation of Section 3.1, 3.2 or 3.3, unless scheduling difficulties or staffing requirements cause the City to request that an employee not schedule or use an accumulated holiday. Employees who accumulate more than ten holidays will schedule a holiday as soon as possible in order to reduce the number to ten or fewer, or the holidays will be scheduled by the City.
- 9.6 Payoff Upon End of Employment. Upon leaving employment, the City shall pay all employees for any accumulated and unused holidays at their regular rate of pay in effect at the time the employment ends.

ARTICLE 10 - VACATION

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

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

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

- 10.2 Use. When an employee uses accrued vacation benefits, he shall continue to receive his salary for the hours scheduled as vacation. Vacation benefits may be used in one-half hour increments. When an

employee uses a whole day of vacation benefits, the employee uses eight hours of accrued benefits regardless of the employee's assignment.

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

10.4 Scheduling. The Police Chief or his designee will circulate a vacation sign-up sheet before February 1 of each year to allow employees to request their preferred vacation times. The City retains the right to schedule vacations in such a way as to minimize interference with functions and workloads in particular sections. The selection for vacation will be made by seniority within the ranks beginning with sergeants, followed by corporals, then officers. In the Patrol Section, no more than three fully commissioned employees will be authorized vacation at the same time. Of these three employees, no more than two will be patrol supervisors and (sergeants and corporals are considered supervisors). All vacations will be scheduled to avoid overlap as much as possible. If two or more employees request the same vacation dates, the decision may be made on the basis of individual employee seniority within the ranks. The primary vacation is defined as one set of continuous dates that the employee intends on using for vacation leave, and the employee has or will have accumulated enough vacation leave to account for the requested time. Once the primary vacation sign-up sheet has been completed and the selected vacations have been inserted into the schedule, the vacation sign-up sheet will be circulated for a second time. This secondary leave request will follow the same rules as the primary sign-up list (including the consecutive day requirement), but will include the additional restriction that this secondary leave request may not leave the shift under the minimum staffing level.

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

10.5 Cash Out of Holiday/Vacation Benefits. Employees may be paid upon request for up to forty (40) hours of any accrued vacation which is not scheduled to be used before December 31 of a given year. Employees will be paid for such hours by separate check before December 10 of each year.

10.6 Cash Out Upon Termination. Upon leaving employment, employees shall be entitled to payment for all accrued and unused vacation, up to 280

hours. This maximum accrual may be raised if the vacation accrual goes beyond 280 hours because of disability, sick leave, or cancellation of scheduled vacation by the City. Payment shall be at the current respective regular hourly rate.

ARTICLE 11 - SICK LEAVE

- 11.1 Accrual. Employees shall earn 16 hours paid sick leave per month of employment. The maximum number of sick leave benefits that may be accrued and used by LEOFF II employees is 1040 hours; provided, however, in no case may each period of consecutive absence under Section 11.2 or Sections 11.3 through Section 11.4 exceed six months.
- 11.2 Use. Accrued sick leave benefits may be used by an employee to avoid loss of pay if the employee is unable to work due to personal illness or injury, enforced quarantine in accordance with community health regulations, or the serious injury or illness of an immediate family member (spouse or children), necessitating the employee's presence. Sick leave benefits may be used in one-half hour increments. When an employee uses a whole day of sick leave benefits, the employee uses eight hours of accrued benefits regardless of assignment.
- 11.3 Notification. When an employee is unable to report for work, the employee must notify his supervisor as soon as reasonably prudent. Failure to do so may result in denial of sick leave benefits for such absence. The City may require, for cause, a physician's statement.
- 11.4 LEOFF II Disability Leave. LEOFF II employees are covered by the state worker's compensation law, Title 51 of the revised Code of Washington. Such employees will make timely application for worker's compensation benefits following any on-the-job injury or illness. While a LEOFF II employee is off work due to such an injury or illness, his regular pay, including longevity, shall be continued for up to six months following the date of such illness or injury.
- 11.5 The continuation of the LEOFF II employee's regular pay for this six month period shall be funded as follows:
- 11.5.1 For the first five days, any difference between the employee's regular pay and the value of worker's compensation time loss benefits later received shall be funded out of the employee's accrued sick leave.
- 11.5.2 For the sixth day through the end of the six month period, any difference between the employee's regular pay and the value of worker's compensation time loss benefits, currently

or later received, shall be funded one-half out of the employee's accrued sick leave and one-half by the City.

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

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

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

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

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

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

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

- Employees with 0 through 9 years of service earn:
 - \$300 plus 24 hours of vacation if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$150 plus 16 hours of vacation if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

- Employees with 10 through 19 years of service earn:
 - \$600 plus 24 hours of vacation if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus 16 hours of vacation if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$100 plus 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

- Employees with 20 years of service or more earn:
 - \$900 plus 24 hours of vacation if 12 sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$600 plus 16 hours of vacation if 13 to 24 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

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

ARTICLE 12 - JURY DUTY AND WITNESS LEAVE

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

ARTICLE 13 - EMERGENCY LEAVE

- 13.1 When death, critical illness or injury occurs in the immediate family of an employee, and his attendance is necessary, he shall be allowed up to three (3) working days off duty with pay so long as the Police Chief finds that the public peace, health, safety and welfare will not be seriously impaired as a result of the leave granted. For purposes of this section, emergency leave in connection with normal child birth is authorized only on the day of delivery.
- 13.2 "Immediate family" shall mean the spouse or children of the employee, the employee's mother and father, or the mother and father of the employee's spouse. However, under unusual circumstances, the Police Chief may more broadly construe this term to apply to other persons living within the employee's household, others related to the employee by blood or marriage or to established foster relationships having attributes of familial ties.

ARTICLE 14 - PERSONNEL FILES/LAYOFF NOTICE/DISCIPLINE

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

14.3 Just Cause. The Employer shall not discipline or discharge any employee unless just cause for such discipline exists.

14.4 Personnel Files. Written warnings shall be expunged from personnel files after a maximum period of two years if there is no reoccurrence of similar misconduct for which the employee was disciplined during that period. Any record of more serious discipline shall be expunged from the personnel files after a maximum period of five years if there is no recurrence of similar misconduct for which the employee was disciplined during that period. Nothing in this section shall be construed as requiring the City to destroy any employment records necessary to the City's case if it is engaged in litigation with the employee regarding that employee's employment at the time those records would otherwise be destroyed. The parties recognize that the City may retain internal investigation files although such files may not be used in discipline and discharge cases if they could not otherwise be retained in personnel files pursuant to this section.

ARTICLE 15 - GRIEVANCE PROCEDURE

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

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

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

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

issue in writing the final position of the Employer within fifteen (15) days of receipt of the Step II appeal.

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

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

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

ARTICLE 16 - INSURANCE PROTECTION

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

This protection shall also apply for any claims or suits arising from said employee's authorized off-duty employment; provided such claim or suit

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

ARTICLE 17 - SAVINGS CLAUSE

- 17.1 Should any provision of this Agreement or the application of such provisions be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall not be affected thereby, and the parties shall immediately enter into collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement provision.
- 17.2 The parties agree that except where matters are covered by express provisions of this agreement, the employees are subject to the Rules of the Mercer Island Civil Service Commission and any alleged violation of contractual provisions also covered by Civil Service Rules may be adjudicated either through the Civil service appeals process or through the grievance process, provided that, the filing of a Civil Service Appeal, either before or after the filing of a grievance, shall constitute an election of remedies and a waiver of the subject employee's right to further pursue his grievance or the Association's right to require the Employer to arbitrate the grievance. Provided further, that nothing in this Section shall be construed as a waiver of any right that the Association may have to require the City to engage in collective bargaining.

ARTICLE 18 - MANAGEMENT RIGHTS

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

ARTICLE 19 - SCOPE OF AGREEMENT

- 19.1 The parties agree that this Agreement is their complete Agreement and that all Agreements between the parties are merged into this Agreement, but they may be modified by mutual agreement.
- 19.2 The term "employee" as used in this Agreement includes both male and female employees covered by this Agreement. In addition, wherever in this Agreement the masculine gender is used, it is intended it will apply to the female gender as well.

ARTICLE 20 - DRUG AND ALCOHOL TESTING POLICY

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

ARTICLE 21 - BILL OF RIGHTS

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

21.1.1 All interrogations shall be at a reasonable hour;

21.1.2 The employee under investigation shall be informed of the nature of the investigation and the person in charge of the investigation and will be allowed to bring an attorney or Association Representative to represent him in the matter;

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

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

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

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

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

ARTICLE 22 - PHYSICAL FITNESS

22.1 The Association and the City agree that the physical fitness of Association members is important to their health and safety. Physical fitness is the

personal responsibility of each Association member. The City and the Association will both support and encourage officers to be physically active and to be involved in a personal program of regular exercise.

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

ARTICLE 23 - PUBLIC RECORDS DISCLOSURE

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

ARTICLE 24 - TERM OF AGREEMENT

24.1 This Agreement shall be effective January 1, 2014, and it shall remain in full force and effect until December 31, 2015.

DATED AND SIGNED THIS _____ day of _____, 2014

City of Mercer Island

Mercer Island Police Association

Noel Treat, City Manager

Peter Erickson, Association President

Attest:

Allison Spietz, City Clerk

Approved as to Form:

Katie Knight, City Attorney

EXHIBIT A

SERVICE BENEFIT PLAN

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

1. Qualification. Employees shall be qualified to participate in this Service Benefit Plan upon (a) completion of a minimum of ten (10) years of service with the city, and (b) eligibility to retire as required in Article 8.2 of the Agreement. Employees shall not be qualified to participate in this Service Benefit Plan if terminated for disciplinary reasons and such discipline is sustained upon final appeal.
2. Service Benefit. Upon qualified separation from employment with the Employer, Employees shall be paid the sum of the following in recognition of years of service to the City of Mercer Island:
 - A. \$9,000.00 plus;
 - B. The applicable amount from the following table:

Years of Service	Amount for 2014
Up through 14 years	\$0
15 - 19 years	\$3,029.00
20 - 24 years	\$4,546.00
25 - 29 years	\$6,820.00
30 years and above	\$8,334.00

The amounts set forth in Part B only shall be adjusted upwards annually in an amount equal to 100% of the cost of living. The cost of living index in Article 5.1 of the Agreement shall be used with 2014 as the base year.

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

EXHIBIT B

DRUG AND ALCOHOL TESTING POLICY

I. POLICY

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

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

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

II. DEFINITION

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

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

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

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

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

5. Prescription – means any drug used in the course of medical treatment and that has been prescribed and authorized for use by a licensed health care

professional.

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

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

III. WHEN TESTING IS REQUIRED

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

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

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

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

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

IV. COLLECTION/TESTING PROCEDURES

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

B. Alcohol Testing

1. Alcohol testing will be conducted by a trained Breath Alcohol Technician ("BAT") using an Evidential Breath Testing Device ("EBT") which the BAT has been trained to operate in conformance with Department of Transportation's Procedures for

Transportation Workplace Alcohol Testing, 49 CFR 40.221, et. seq. (“DOT Procedures”)

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

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

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

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

C. Drug Testing

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

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

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

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

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

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

Initial Test Level (ng/mL)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

V. CONSEQUENCE OF A NEGATIVE TEST

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

VI. CONSEQUENCES OF A POSITIVE TEST

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

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

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

VII. RECORDKEEPING

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

B. Any employee who is the subject of an alcohol or drug test shall, upon written request, have access to any and all records relating to his or her drug test and any

records relating to the results of any relevant certification, review, or revocation-of-certification proceedings. Such access shall not include communications protected by attorney-client privilege.

VIII. RIGHT OF APPEAL

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

IX. RIGHT OF ASSOCIATION PARTICIPATION

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

X. ASSOCIATION HELD HARMLESS

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

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

APPENDIX A

PAY SCALE

APPENDIX A

**MERCER ISLAND POLICE
January 1, 2014 Pay Scale**

2.1% Market & 1.4% COLA Increase Over December 31, 2013

STEP %	Hourly 2014	O.T.	BI-WEEKLY	MONTHLY	ANNUAL	ACTING	FTO
A	29.92	44.88	2,394	5,186	62,234	7.81	0.90
B (Month 7)	31.48	47.22	2,519	5,457	65,485	6.24	0.94
C (Month 19)	33.35	50.02	2,668	5,780	69,361	4.38	1.00
D (Month 31)	35.10	52.64	2,808	6,083	73,001	2.63	1.05
E (Month 43)	36.85	55.27	2,948	6,387	76,640	2.77	1.11
F (Month 55)	39.99	59.99	3,199	6,932	83,186	3.00	1.20
3% (5 Years)	41.19	61.79	3,296	7,140	85,684	3.10	1.24
4.5% (10 Years)	41.79	62.69	3,344	7,244	86,933	3.14	1.25
6% (15 Years)	42.40	63.59	3,392	7,349	88,182	3.18	1.27
8% (18 Years)	43.20	64.80	3,456	7,488	89,862	3.23	1.30
10% (21 Years)	44.00	66.00	3,520	7,627	91,520	3.30	1.32
12% (24 Years)	44.80	67.20	3,584	7,765	93,178	3.35	1.34
CORPORAL = 7.5% OVER POLICE OFFICER							
A (Month 31)	37.73	56.59	3,018	6,539	78,470	8.27	1.13
B (Month 43)	39.62	59.43	3,170	6,868	82,411	6.38	1.19
C (Month 55)	43.00	64.49	3,440	7,453	89,431	3.00	1.29
3% (5 Years)	44.29	66.43	3,543	7,677	92,123	3.09	1.33
4.5% (10 Years)	44.93	67.40	3,595	7,788	93,458	3.14	1.35
6% (15 Years)	45.57	68.36	3,646	7,899	94,793	3.19	1.37
8% (18 Years)	46.43	69.65	3,715	8,048	96,581	3.24	1.39
10% (21 Years)	47.30	70.95	3,784	8,199	98,389	3.29	1.42
12% (24 Years)	48.15	72.23	3,852	8,346	100,155	3.36	1.44
SGT BASE = TOP PATROL OFFICER + 15%							
SGT	46.00	69.00	3,680	7,973	95,676	6.90	
3% (5 Years)	47.38	71.06	3,790	8,212	98,540	7.10	
4.5% (10 Years)	48.07	72.10	3,845	8,332	99,983	7.21	
6% (15 Years)	48.76	73.14	3,901	8,452	101,426	7.31	
8% (18 Years)	49.67	74.51	3,974	8,610	103,321	7.57	
10% (21 Years)	50.59	75.89	4,048	8,770	105,237	7.59	
12% (24 Years)	51.52	77.27	4,121	8,929	107,154	7.72	
LT BASE = SGT BASE + 15%							
LT	52.89	79.34	4,231	9,168	110,018		
3% (5 Years)	54.48	81.72	4,358	9,443	113,313		
4.5% (10 Years)	55.27	82.91	4,422	9,581	114,971		
6% (15 Years)	56.07	84.11	4,486	9,719	116,629		
8% (18 Years)	57.24	85.86	4,579	9,922	119,062		
10% (21 Years)	58.18	87.28	4,655	10,085	121,022		
12% (24 Years)	59.24	88.86	4,739	10,268	123,218		

**MERCER ISLAND POLICE ASSOCIATION
MEMORANDUM OF UNDERSTANDING
TWELVE HOUR SHIFTS**

This Memorandum of Understanding (MOU) is executed by and between the City of Mercer Island ("City") and the Mercer Island Police Association ("Association"). This MOU is effective as of January 1, 2014.

Background

- A. The City and Association are parties to a collective bargaining agreement ("Agreement") in effect through December 31, 2015.
- B. As a part of the negotiations for the January 2014 through December 2015 contract, the City and Association have agreed to adopt a fourteen (14) day work cycle/twelve (12) hour shift in accordance with section 7(k) of the Fair Labor Standards Act. This agreement is for a trial period of twenty one (21) months, and the terms of the trial are spelled out in this Memorandum of Agreement ("MOU"). Unless otherwise agreed between the parties, the duration of this MOU for twelve hour shifts is for a period beginning April of 2014 through December 31, 2015 ("trial period"). In adopting the twelve hour shift, the parties have agreed as follows:

Agreement

- 1. Patrol shall work twelve hour shifts with the shift bid effective April 2014 and, unless mutually agreed to between the parties, shall remain on twelve (12) hour shifts through December 31, 2015. If the parties do not agree to continue the twelve hour shift after December 31, 2015, the patrol schedule shall revert to the current eight (8.5) hour shift configuration of six (6) days worked with three (3) days off effective January 1, 2016.
- 2. Unless otherwise agreed between the parties, the start time for the twelve (12) hour shift shall be as follows: effective April 2014 through March 2015, the shift start time shall be 0600 for day shift and 1800 for night shift. Effective April 2015 through December 2015, the start time shall be 0430 for day shift and 1630 for night shift.
- 3. The twelve (12) hour shifts shall be bid annually in October by seniority. There shall be no off-shift bid.
- 4. The configuration of the twelve (12) hour shift schedule will be four shifts/squads. There will be two (2) day shifts and two (2) night shifts. On each of the four shifts/squads, a member may be assigned as the "early car". The purpose of the early car is to provide overlapping coverage between shift changes. Assignment to the early car shall be based on seniority. Start times for the early car shall be as determined by the scheduling committee.

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

(4) days on, followed by four (4) days off, followed by three (3) days on, followed by three (3) days off, followed by four (4) days on, followed by four (4) days off, followed by three (3) days on.

5. In order to compensate bargaining unit employees for the extra hours worked resulting from the change in work cycle/shift schedule, each bargaining unit employee working the twelve (12) hour shift shall receive a twelve (12) hour Kelly day each month the employee works the twelve (12) hour shift for a maximum total of 12 Kelly days (or 144 hours) per year.
6. Kelly days shall be front loaded into bargaining unit employees' leave bank every six (6) months. In January of each year of this MOU, bargaining unit employees on patrol shall receive a bank of six (6) Kelly days (72 hours). In July of each year of this MOU, bargaining unit employees on patrol shall receive an additional six (6) Kelly days in their bank. If an employee only works part of the year in Patrol, his/her leave bank will be pro-rated for the months the employee actually works the twelve (12) hour shift schedule. In the event the employee terminates employment with the City, the City shall deduct the actual cost of any prospective payments made from any final wages due to the employee, or take other steps to recover such payments.
7. Holiday leave shall be front loaded into bargaining unit employee's leave bank every six (6) months. In January of each year of this MOU, bargaining unit employees shall receive a bank of fifty-two (52) hours. In July of each year of this MOU, bargaining unit employees shall receive an additional bank of fifty-two (52) hours. In the event the employee terminates employment with the City, the City shall deduct the actual cost of any prospective payments made from any final wages due to the employee, or take other steps to recover such payments.
8. Kelly days received in the first half of the year **must** be used by July 1 of each year or be **forfeited**. Kelly days received in the second half of the year **must** be used by December 31 of each year or be **forfeited**, unless cashed out as per Section 9 of this MOU.
9. Bargaining unit members may cash out up to forty (40) hours of Kelly days or vacation time per year. Leave cash outs shall occur as described in Article 10.5 of the contract. (Maximum cash out limit is forty (40) hours of either Kelly days, vacation or a combination of both).
10. Kelly days may be taken at any time; however, the use of a Kelly day cannot result in overtime on the employee's shift, and Kelly days may not be taken during traditional black-out days.
11. Employees working the 12 hour shift will be charged 12 hours of leave when taking a full sick day, vacation, holiday, comp, or Kelly day.
12. Employees are entitled to two thirty (30) minute lunch periods and two fifteen (15) minute breaks during their twelve (12) hour shift or as much time as may be required by law. Employees shall take these breaks at the discretion of their supervisors or as may be required by law.

13. The twelve (12) hour work schedule creates the need for an additional Corporal position in Patrol. During the trial period, the additional Corporal position will be filled on a provisional basis as per the Civil Service Rules.
14. This twelve (12) hour shift trial is the result of work by the scheduling committee, a group composed of members of the Administration and the Association and a vote of the membership. During the course of the trial period, the scheduling committee shall continue to meet regularly to discuss any issues associated with the twelve (12) hour shift, perform cost/benefit analysis of the fourteen (14) day work cycle/twelve (12) hour shift schedule, and to determine whether it should be recommended for adoption in 2016. Upon request, the committee may be provided non-privileged information from the City needed to address the cost benefit analysis.
15. The scheduling committee shall attempt to reach agreement on and make any necessary changes to the twelve (12) hour shift that might arise during the trial period so long as those changes are consistent with this Agreement. If the parties are unable to reach an agreement on an issue, it shall be submitted to the negotiation teams for resolution. The parties agree that the matters addressed in this MOU will not be treated as past practice in the event that the twelve (12) hour shift is not adopted after the trial period.
16. The parties acknowledge that they have fulfilled their obligations to engage in collective bargaining over the subjects contained in this Agreement.

DATED AND SIGNED THIS _____ day of _____, 2014

City of Mercer Island

Mercer Island Police Association

Noel Treat, City Manager

Peter Erickson, Association President

Attest:

Allison Spietz, City Clerk

Approved as to Form:

Katie Knight, City Attorney

AGREEMENT

By and Between

CITY OF MERCER ISLAND, WASHINGTON

and

MERCER ISLAND POLICE ASSOCIATION

(SUPPORT)

January 1, 2014 – December 31, 2015

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

This Agreement is effective the 1st day of January, 2014 and is entered into by and between the City of Mercer Island, Washington, hereinafter, referred to as the "Employer" or "City" and the Mercer Island Police Association, hereinafter referred to as the "Association," representing the Support Services Bargaining Unit. All terms and conditions of this Agreement shall be effective January 1, 2014, through December 31, 2015.

ARTICLE 1 - RECOGNITION

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

ARTICLE 2 - UNION MEMBERSHIP

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

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

ARTICLE 3 - DEFINITIONS

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

ARTICLE 4 - HOURS OF WORK AND OVERTIME

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

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

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

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

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

ARTICLE 5 - WAGES

- 5.1 Effective January 1, 2014, employees covered by this Agreement shall be compensated in accordance with the wage schedule attached to this Agreement marked Appendix "A" effective January 1, 2014 (. This wage schedule shall be considered a part of this Agreement. This wage schedule reflects an across the board market adjustment of 2.1% and a COLA of 1.4%.
- 5.2 Effective January 1, 2015, the wage rates will be increased by an amount that reflects 100% of the percentage increase in the Seattle/Tacoma CPI-W semi-annual index (released in the summer of 2014).
- 5.3 A Records Specialist who is temporarily assigned by the Police Chief or his/her designee to fill the Lead Records Specialist position for a normal work day or longer, shall receive the premium pay associated with the Lead Record Specialist position. This premium pay shall correspond with the temporarily-assigned Records Specialist's level of longevity. Should the Records Specialist work overtime in such capacity, he/she shall receive overtime at one-and-one half times the higher wage rate calculated as provided herein.
- 5.4 An employee assigned to train new Records Specialists (whether such Records Specialists are full-time, part-time, casual, or volunteers) will receive \$1.57 more per hour than his/her otherwise applicable regular hourly rate while performing assigned training duties. Requirement to train Records Specialists is two years experience and to be a permanent employee.
- 5.5 Marine Patrol Technician and Police Support Officer (PSO). In addition to the wage increases reflected in Section 5.1 and 5.2, employees assigned to the position of Marine Patrol Technician and Police Support Officer shall receive wage adjustments to their wages providing for a wage differential of no less than 75% of an officer assigned to patrol in the same pay step and at the same longevity rate.

ARTICLE 6 - LONGEVITY PAY

- 6.1 Effective January 1, 2014, Support Employees adopted the following longevity schedule, which matches that as outlined in the Police Collective Bargaining Agreement. If an employee's wages would have been higher at the former longevity and wage scale, the employee will be moved to the

next step on the wage scale. The employee shall remain at that step until his/her years of service catch up to the applicable step.

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

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

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

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

ARTICLE 7 - PERSONAL LEAVE

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

ARTICLE 8 – UNIFORM, CLEANING AND BOOT ALLOWANCE

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

8.2 The employer will provide dry cleaning services for each employee at the rate of four (4) clothing items per week. During this contract, the maximum rate the City shall be required to pay per month shall be \$30.00. The employer shall provide additional dry cleaning services if clothing is unusually soiled in the course of duty.

8.3 The Marine Patrol Technician will receive \$150 per year for the purchase of footwear. The Police Support Officer will receive \$100 per year for the purchase of footwear.

ARTICLE 9 - BENEFIT PLANS

9.1 Insurance premiums to provide employees and their dependents medical and dental benefits for the plans currently available shall be paid by the Employer; provided, however, that employees insuring only themselves shall pay \$10 per month for their own insurance and provided, further, that the City will only pay 90% of such insurance premiums for employee's dependents. The applicable insurance and benefit plans shall not be changed during the life of this Agreement. The employer's contribution shall be based on AWC's Regence HealthFirst Plan, Delta Dental Plan E, and Vision Services Low Option Plan (VSP).

The employer shall pay 100% premium cost for medical and dental insurance for all employees (except for the employee's \$10 monthly payment to the City as described above), plus 90% of premium costs for dependent coverage, for the period of the contract.

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

9.2 Retirement Plan. Employees shall be enrolled and covered to the extent required and allowed by the applicable State of Washington Department of Retirement Systems Plan. All qualified bargaining unit employees may elect, at any time, to claim benefits under the Early Retirement Plan using the calculations on the work sheet attached as Exhibit "A". A qualified employee is an employee who has reached age 55 and is vested in their respective retirement plan.

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

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

9.5 Vision Insurance. The City will provide employees and their dependents eye care and eye wear benefits through the VSP vision plan.

- 9.6 Life Insurance. The Employer shall provide and pay the premiums for \$50,000 life insurance for each employee covered by this Agreement.

ARTICLE 10 - SICK LEAVE

- 10.1 Accrual. Employees accrue sick leave at the rate of one normal work day for each month of service (8 hours for full-time employee, pro-rated for part-time employee). Sick leave accumulated in one year can be carried over to the succeeding years up to a maximum of one hundred twenty days (960) hrs. This amount is prorated for part-time employees. For purposes of calculating each employee's maximum accrual, each normal work day of sick leave benefits, whether it was earned by any employee covered by this agreement, shall be equal to eight hours. Employees who are granted a leave of absence with pay for any purpose shall continue to accrue sick leave at their regularly prescribed rate. No compensation for accrued but unused sick leave shall be paid upon the termination of employment.
- 10.2 Use. Accrued sick leave benefits may be used by an employee to avoid loss of pay if the employee is unable to work his/her normal work schedule due to personal illness or injury, enforced quarantine in accordance with community health regulations, or the serious illness or injury of an immediate family member necessitating the employee's presence. Each normal work day of sick leave benefits earned and used by full-time employees shall be equal to 8.0 hours of sick leave benefits (pro-rated for part-time employees). Part-time employees sick leave earned and used shall be pro-rated.
- 10.3 Reporting. When an employee is unable to report for work, he/she must notify his/her supervisor as soon as reasonably prudent. Failure to do so may result in denial of sick leave benefits for such absence. The City may, for cause, require a physician's statement.
- 10.4 Partial Absences. Absence for part of a normal work day for the reasons specified in Section 10.2 shall be charged against accrued sick leave in an amount not less than one-quarter of an hour. Holidays and other regular days off shall not be charged against accrued sick leave benefits during periods of absence due to authorized sick leave.
- 10.5 Probationary Employees. Probationary employees accrue but are not eligible to use sick leave benefits until they have worked six continuous months.
- 10.6 Integration of Workers' Compensation. In any case where an employee suffers an on-the-job injury and is eligible to receive workers' compensation time loss benefits, the City shall continue to pay such

employee's regular pay for the normal work schedule for up to one month following such injury or illness. If an employee receives workers' compensation time loss benefits representing lost compensation for this one month period, the employee will reimburse the City for the value of any workers' compensation benefits received. During this one month period, the employee's accrued sick leave benefits shall not be charged. Any continuation of wages beyond this one month period shall be according to the City's personnel policies on disability leave. An employee on paid disability leave continues to receive all benefits provided by this Agreement.

10.7 Long Term Disability Insurance. The City will provide to the Records section employees who are members of the Mercer Island Police Association a long-term disability insurance benefit which provides a 60% guaranteed benefit after a 90 day qualifying period and a rehabilitation period of 36 months. The premium for this benefit will be paid by the City.

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

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

- Employees with 0 through 9 years of service earn:
 - \$300 plus 24 hours of vacation if eight (8) sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$150 plus 16 hours of vacation if 8 - 24 sick leave hours are use in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
- Employees with 10 through 19 years of service earn:
 - \$600 plus 24 hours of vacation if eight (8) sick leave hours or less are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$300 plus 16 hours of vacation if 8 - 24 sick leave hours or less hours are use in the previous calendar year. Hours earned will be pro-rated for part-time employees.
 - \$100 plus 8 hours of vacation if 25 to 48 sick leave hours are used in the previous calendar year. Hours earned will be pro-rated for part-time employees.

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

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

ARTICLE 11 - HOLIDAYS

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

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

11.2 Hours actually worked on New Year's Day, Thanksgiving Day and Christmas Day shall be paid at two times the employee's regular rate of pay. On all other recognized holidays, the employee shall be paid for any normal work days worked on such holidays, at one and one-half times the employee's regular rate of pay. Any hours worked on any holiday in excess of the normal work day shall be compensated at two and twenty five hundredths (2.25) times the regular rate of pay. On New Year's Day, Thanksgiving Day and Christmas Day any hours worked on any holiday in excess of the normal work day shall be compensated at three times the regular rate of pay. At the employee's option, he/she may receive straight time pay for the first eight hours worked on a recognized holiday and

compensatory time at the rate of either two times the regular rate for hours actually worked on Thanksgiving, Christmas or New Year's Day, or one and one-half times the regular rate of pay for hours actually worked on other recognized holidays.

- 11.3 Another paid normal work day off shall be provided to the employee at the regular rate when the holiday falls on the employee's normal day off, or when the employee works on the holiday.
- 11.4 Employees shall not accumulate in excess of ten paid normal days off as the result of the operation of Section 11.3 unless scheduling requirements cause the City to request that the employee not schedule or use an accumulated holiday. Employees who accumulate more than ten paid normal work days off will schedule a holiday off as soon as possible in order to reduce the number of accumulated holidays to 10 or less, or use of the excess holidays will be scheduled by the City.
- 11.5 Employees may use holiday benefits after completing six month's continuous employment.
- 11.6 Upon termination of employment with the City, the employee will be paid for all unused holiday benefits at the employee's current regular hourly rate. For purposes of payoff of unused holiday benefits upon termination of employment, each accrued normal work day of holiday benefits, whether it was accrued by any employee covered by this agreement, shall be equal to 8 hours pay.
- 11.7 Part-time employees shall receive and use holiday leave on a pro-rated basis.

ARTICLE 12 - VACATIONS

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

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

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

Vacation benefits may be used in four hour increments.

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

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

12.4 Scheduling. The Chief of Police or his/her designee will post a calendar before February 1 of each year in a conspicuous place that all employees will see for the purpose of allowing employees to request their preferred vacation times. The City retains the right to schedule vacations in such a way as will minimize interference with functions and work loads in particular sections. All vacations must have the approval of the Chief of Police or his/her designee. If two or more employees request identical or overlapping vacation dates, the more senior employee's request will be given preference. Employees who choose to split their vacation may exercise their seniority on preferred dates only once.

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

12.5 Cash Out of Holiday/Vacation Benefits. Employees who earn 12 or 15 normal work days of vacation per year, and who have accrued any vacation benefits in excess of 10 normal work days as of October 30 of each year, and are not scheduled to use such excess vacation benefits before the end of the City's fiscal year, may at such employee's option be paid for such excess accruals by separate check before December 10 of each year. Employees who earn 18 or 20 normal work days of vacation per year and have accrued any vacation benefits in excess of 15 normal work days as of October 30 of each year, and are not scheduled to use such excess vacation benefits before the close of the City's fiscal year, may at the employee's option be paid for such excess accruals by separate check before December 10 of each year. Such excess accruals shall be paid at the eligible employee's current hourly rates of pay in effect

at the time of such cash out. For purposes of this section, each accrued normal work day of vacation benefits, whether it was accrued by any employee covered by this agreement, shall be equal to eight hours pay at the employee's current hourly rate of pay.

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

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

ARTICLE 13 - JURY DUTY AND WITNESS LEAVE

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

13.2 Any employee who, as a result of his/her department duties, is required to appear before a court shall be paid for such court appearances at the appropriate rate of pay. The employee will reimburse the City for any subpoena or witness fee received.

13.3 Any employee who is required to appear before a court, legislative committee or quasi-judicial body as a witness in response to a subpoena or other directive for other than department duties, shall be allowed to use any accrued holiday or vacation benefits or compensatory time to offset any loss of pay for such periods.

ARTICLE 14 - EMERGENCY LEAVE

14.1 When death, critical illness or injury occurs in the immediate family of an employee, and his/her attendance is necessary, he/she shall be allowed up to three (3) normal work days off duty with pay so long as the Chief of Police finds that the public peace, health, safety and welfare will not be seriously impaired as a result of the leave granted.

14.2 "Childbirth". At the time of delivery, five (5) days of emergency leave shall be granted for those employees who carry and deliver a child. On the day of delivery, one day of emergency leave shall be granted to an employee whose spouse gives birth.

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

ARTICLE 15 - PERSONNEL PROCEDURE/LAYOFF NOTICE

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

ARTICLE 16 - GRIEVANCE PROCEDURE

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

Step 1: The employee or the Association shall formally submit grievances in writing to the Chief of Police (or designee) through the appropriate Supervisor. Such submissions shall state the factual basis for the grievance, the provision or provisions of the Agreement allegedly violated, and the remedy requested. Grievances which are not filed within sixty (60) calendar days from the date the employee knew or reasonably should have known of the alleged violation shall be deemed waived for all purposes. The Chief of Police (or designee) shall convene a Step 1 meeting within five (5) calendar days of receipt of grievance. Attendance at such meeting may include appropriate supervisors, Association representative, and/or the individual grievant. The Chief of Police (or designee) shall render a decision in writing to the Association within seven (7) calendar days after the conclusion of the Step 1 meeting.

Step 2: The decision of the Chief of Police (or designee) may be appealed in writing by the employee or the Association to the City Manager within five (5) calendar days of its receipt. The City Manager shall review the facts, convene any meeting involving the parties which he deems appropriate, and shall issue in writing the final position of the Employer within

fifteen (15) days of receipt of the Step 2 appeal.

Step 3: Within thirty days of receipt of the Step II answer of the employer, the Association must give written notice of to the City Manager or Acting City Manager of its intent to arbitrate any remaining dispute or the grievance will be considered time barred. The arbitrator shall be mutually selected from a list requested from the Federal Mediation and Conciliation Service. Only grievances which involved an alleged violation by the Employer of a specific article or provision of the Agreement and which are presented to the Employer in writing during the term of this Agreement and which are processed in the manner and within the time limits herein provided shall be subject to arbitration.

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

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

ARTICLE 17 - INSURANCE PROTECTION

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

ARTICLE 18 - SAVINGS CLAUSE

18.1 Should any provision of this Agreement or the application of such provisions be rendered or declared invalid by any court action or by

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

ARTICLE 19 - MANAGEMENT RIGHTS

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

ARTICLE 20 - SCOPE OF AGREEMENT

20.1 The parties agree that this Agreement is their complete Agreement and that all Agreements between the parties are merged into this Agreement. No issues negotiated by this Agreement are subject to mandatory negotiations during the term of this Agreement, but they may be modified by mutual Agreement.

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

ARTICLE 21 - BILL OF RIGHTS

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

21.1.1 All complaints made against any member of the bargaining unit must be submitted in written form by the person making the complaint.

21.1.2 The person under investigation shall be informed of the nature of the complaint and the person in charge of the investigation. The person under investigation shall be supplied with a copy of the written complaint filed against them, this copy shall show the complaining persons signature as well as all of the facts set down in the complaint. It is understood that from time to time we will receive anonymous citizen complaints. It is further understood that all complaints should be investigated. After an initial

investigation, the person in charge deems that it is a valid complaint and more investigation is necessary, then the person in charge becomes the complainant.

- 21.1.3 All interrogations shall be at a reasonable hour, the length of time of the interrogation shall be reasonable, and the person being interrogated shall have the right to attend to his/her own personal physical necessities.
- 21.1.4 There shall be no threats, abusive language or promises made during the interrogation; however, the employee may be informed that if he/she is given immunity from criminal action that his/her refusal to truthfully answer questions concerning his/her official duties may be subject to dismissal or other punitive actions;
- 21.1.5 If the investigation may lead to criminal charges, the employee must be informed of his/her constitutional rights.
- 21.1.6 No employee shall be required to take a polygraph test and no adverse comment may be included in his/her personnel file or disciplinary hearing for his/her failure to take such polygraph test.
- 21.1.7 No locker or other space assigned to an employee under investigation shall be searched, without his/her presence or consent, except as a result of a search warrant.

ARTICLE 22 - MARINE PATROL HAZARD PAY

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

ARTICLE 23 - SMOKING POLICY

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

ARTICLE 24 - TERM OF AGREEMENT

24.1 This Agreement shall be effective January 1, 2014, and it shall remain in full force and effect until December 31, 2015.

DATED AND SIGNED THIS _____ day of _____, 2014

City of Mercer Island

Mercer Island Police Association

Noel Treat, City Manager

Peter Erickson, Association President

Attest:

Allison Spietz, City Clerk

Approved as to Form:

Katie Knight, City Attorney

EXHIBIT A

Early Retirement Incentive Worksheet

Employee Name: _____ SSN: _____

___ Minimum 5 year of service with City

Early Retirement Incentive is computed as follows:

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

YEARS OF SERVICE

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

MONTHS

RETIRING EARLY

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

SALARY SAVINGS

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

TOTAL _____

APPENDIX A

PAY SCALE

APPENDIX A

MERCER ISLAND RECORDS

January 1, 2014 Pay Scale

2014 COLA = 1.4%

STEP %	2014 HOURLY	O.T.	BI-WEEKLY	MONTHLY	2014 Annual	MONTHLY DUES
Records Clerk						
A	\$20.95	\$31.43	\$1,676	\$3,632	\$43,585	\$39.95
B (Month 7)	\$22.09	\$33.14	\$1,767	\$3,829	\$45,954	\$42.12
C (Month 19)	\$23.36	\$35.03	\$1,868	\$4,048	\$48,581	\$44.53
D (Month 31)	\$24.61	\$36.91	\$1,969	\$4,266	\$51,187	\$46.92
E (Month 43)	\$26.03	\$39.04	\$2,082	\$4,511	\$54,137	\$49.63
F (Month 55)	\$27.68	\$41.53	\$2,215	\$4,799	\$57,582	\$52.78
5 yrs 3%	\$28.51	\$42.77	\$2,281	\$4,942	\$59,310	\$54.37
8 yrs 4.5%	\$28.93	\$43.39	\$2,314	\$5,014	\$60,173	\$55.16
15 yrs 6%	\$29.34	\$44.02	\$2,348	\$5,086	\$61,037	\$55.95
18 yrs 8%	\$29.90	\$44.85	\$2,392	\$5,182	\$62,189	\$57.01
21 yrs 10%	\$30.45	\$45.68	\$2,436	\$5,278	\$63,340	\$58.06
24 yrs 12%	\$31.01	\$46.51	\$2,480	\$5,374	\$64,492	\$59.12
Lead Records Clerk (4% Premium over Records Clerk)						
A	\$21.79	\$32.69	\$1,743	\$3,777	\$45,329	\$41.55
B (Month 7)	\$22.98	\$34.48	\$1,839	\$3,984	\$47,806	\$43.82
C (Month 19)	\$24.29	\$36.43	\$1,943	\$4,210	\$50,519	\$46.31
D (Month 31)	\$25.59	\$38.39	\$2,047	\$4,436	\$53,232	\$48.80
E (Month 43)	\$27.06	\$40.59	\$2,165	\$4,691	\$56,290	\$51.60
F (Month 55)	\$28.79	\$43.19	\$2,303	\$4,991	\$59,886	\$54.90
5 yrs 3%	\$29.66	\$44.48	\$2,372	\$5,140	\$61,683	\$56.54
8 yrs 4.5%	\$30.09	\$45.13	\$2,407	\$5,215	\$62,581	\$57.37
15 yrs 6%	\$30.52	\$45.78	\$2,442	\$5,290	\$63,480	\$58.19
18 yrs 8%	\$31.09	\$46.64	\$2,488	\$5,390	\$64,677	\$59.29
21 yrs 10%	\$31.67	\$47.51	\$2,534	\$5,490	\$65,875	\$60.39
24 yrs 12%	\$32.25	\$48.37	\$2,580	\$5,589	\$67,073	\$61.48
Evidence Technician						
A	\$23.12	\$34.68	\$1,849	\$4,007	\$48,086	\$44.08
B (Month 7)	\$24.26	\$36.39	\$1,941	\$4,205	\$50,454	\$46.25
C (Month 19)	\$25.47	\$38.20	\$2,037	\$4,414	\$52,974	\$48.56
D (Month 31)	\$26.68	\$40.02	\$2,134	\$4,624	\$55,493	\$50.87
E (Month 43)	\$27.88	\$41.82	\$2,230	\$4,833	\$57,991	\$53.16
F (Month 55)	\$29.09	\$43.64	\$2,327	\$5,043	\$60,511	\$55.47
5 yrs 3%	\$29.96	\$44.95	\$2,397	\$5,194	\$62,326	\$57.13
8 yrs 4.5%	\$30.40	\$45.60	\$2,432	\$5,269	\$63,234	\$57.96
15 yrs 6%	\$30.84	\$46.26	\$2,467	\$5,345	\$64,142	\$58.80
18 yrs 8%	\$31.42	\$47.13	\$2,514	\$5,446	\$65,352	\$59.91
21 yrs 10%	\$32.00	\$48.00	\$2,560	\$5,547	\$66,562	\$61.02
24 yrs 12%	\$32.58	\$48.87	\$2,607	\$5,648	\$67,772	\$62.12
Police Support Officer & Marine Patrol Technician (75% of Police Officer Pay)						
A	\$22.44	\$33.66	\$1,795	\$3,890	\$46,675	\$42.79
B (Month 7)	\$23.61	\$35.42	\$1,889	\$4,092	\$49,109	\$45.02
C (Month 19)	\$25.01	\$37.52	\$2,001	\$4,336	\$52,026	\$47.69
D (Month 31)	\$26.33	\$39.49	\$2,106	\$4,563	\$54,756	\$50.19
E (Month 43)	\$27.64	\$41.46	\$2,211	\$4,791	\$57,486	\$52.70
F (Month 55)	\$29.99	\$44.99	\$2,399	\$5,199	\$62,384	\$57.19
5 yrs 3%	\$30.89	\$46.34	\$2,471	\$5,355	\$64,256	\$58.90
8 yrs 4.5%	\$31.34	\$47.01	\$2,507	\$5,433	\$65,192	\$59.76
15 yrs 6%	\$31.79	\$47.69	\$2,543	\$5,511	\$66,127	\$60.62
18 yrs 8%	\$32.39	\$48.59	\$2,591	\$5,615	\$67,375	\$61.76
21 yrs 10%	\$32.99	\$49.49	\$2,640	\$5,719	\$68,623	\$62.90
24 yrs 12%	\$33.59	\$50.39	\$2,687	\$5,823	\$69,871	\$64.05



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

**AB 4921
February 3, 2014
Regular Business**

SENIOR ADVISORY BOARD TRANSITION	Proposed Council Action: Disband the Senior Advisory Board and add Senior representation to the Youth and Family Services Advisory Board.
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DEPARTMENT OF	Youth and Family Services (Cynthia Goodwin)
COUNCIL LIAISON	Jane Brahm
EXHIBITS	1. Proposed Ordinance No. 14C-02
APPROVED BY CITY MANAGER	

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

SUMMARY

This agenda bill outlines the two recommendations from the 2013 Senior Advisory Board (SAB) members:

- 1) To discontinue the existing SAB and include senior representation through the designation of four of the twelve adult seats on the Youth and Family Services (YFS) Advisory Board for seniors; and
- 2) To rename the YFS Advisory Board the "Youth, Senior and Family Services (YSFS) Advisory Board."

BACKGROUND

Throughout 2013, members of the SAB worked to determine the social and community needs of seniors on Mercer Island, collaboratively conducting a Senior Forum to gather information on this topic. In the fall of 2013, the SAB regrouped with a goal of putting together a work plan. At this meeting, the SAB discussed the issue of senior representation and advocacy. Members concluded with the following:

1. Feedback to the Departments of Youth and Family Services and Parks and Recreation (the main goal of the SAB) could be accomplished without a dedicated full time SAB.
2. MI senior needs in the areas of transportation and health (two primary concerns of active seniors) would best be represented and advocated for through participation on a regional body.
3. Senior representation to City departments should be integrated into, not separated from, existing mechanisms for representation. They suggested dedicated seats on the existing YFS Advisory Board.

In October 2013, the YFS Director brought up this issue of senior representation through the YFS Advisory Board to the existing members of the YFS Advisory Board. The YFS Advisory Board unanimously and enthusiastically supported this idea.

RECOMMENDED ACTION

The transition of the YFS to the YSFS Advisory Board is to establish a mechanism for citizens of every age to provide input into the City's social and human services and programs. Staff has prepared Ordinance No. 14C-02 (Exhibit 1) to repeal the code referring to the establishment of the SAB and amending MICC 3.54 to include the designation of four of the twelve seats for Island residents aged 65 or older.

Once the YSFS Advisory Board is established, the City will begin a formal recruitment/appointment process to establish representation as outlined in the proposed ordinance.

RECOMMENDATION

Youth and Family Services Director

- MOVE TO:
1. Suspend the City Council Rules of Procedure 5.2 requiring a second reading for an ordinance.
 2. Adopt proposed Ordinance No. 14C-02 repealing MICC 3.39, Senior Advisory Board and amending MICC 3.54, Youth and Family Services Board.

**CITY OF MERCER ISLAND
ORDINANCE NO. 14C-02**

**AN ORDINANCE OF THE CITY OF MERCER ISLAND, WASHINGTON
DISBANDING THE SENIOR ADVISORY BOARD BY REPEALING
MICC CHAPTER 3.39 AND AMENDING MICC 3.54, YOUTH AND
FAMILY SERVICES ADVISORY BOARD BY DESIGNATING SENIOR
POSITIONS ON THE BOARD.**

WHEREAS, almost 20% of the population of Mercer Island is comprised of residents aged 65 and older; and

WHEREAS, Mercer Island seniors seek an established avenue for senior citizen input to City services and programs; and

WHEREAS, Citizen input and collaboration are requisite to the establishment of effective services, which reflects the unique needs of the population for which they were developed; and

WHEREAS, current members of the Senior Advisory Board recommend one advisory board (Youth, Senior and Family Services Advisory Board) with community members of all ages (designating four seats for the senior population) to jointly review and make recommendations to City staff.

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

Section 1. **Repeal MICC Chapter 3.39, Senior Advisory Board.** MICC Chapter 3.39, Senior Advisory Board is hereby repealed in its entirety.

Section 2. **Amend MICC Chapter 3.54, Youth and Family Services Board.** MICC Chapter 3.54, Youth and Family Services Board is hereby amended as follows:

Chapter 3.54

YOUTH, SENIOR AND FAMILY SERVICES ADVISORY BOARD

Sections:

- 3.54.010 Established.
- 3.54.020 Purpose – Function and jurisdiction.
- 3.54.030 Membership – Term.
- 3.54.040 Meetings – Organization.

3.54.010 Established.

There is established an advisory citizens committee to be known as “youth, senior and family services advisory board.”

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3.54.020 Purpose – Function and jurisdiction.

- A. It shall be the responsibility of the youth, senior and family services advisory board to make recommendations on major programs and policy questions as they occur.
- B. The board shall review annual budgetary recommendations as prepared by the youth and family services director.
- C. The board shall represent youth, seniors and families.
- D. The board shall participate in fund raising events as they deem appropriate.

3.54.030 Membership – Term.

A. The youth, senior and family services advisory board shall consist of 12 youth (high school students: three 9th graders, three 10th graders, three 11th graders, three 12th graders) and 12 adults (four of which shall be seniors aged 65 years or older) 16 to 24 youth and adult voting members, each of whom shall be appointed by the mayor subject to the confirmation of the city council. ~~In addition to the voting members, the city manager may serve, or he may appoint an employee or employees of the city to serve, as an ex officio member without authority to vote. The mayor shall designate one member without authority to vote.~~ The mayor shall designate one or more city council members to act as liaison between the city council and the youth, senior and family services advisory board.

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B. The term of each adult voting member, unless terminated earlier by the appointing authority, shall be three years, and shall expire on May 31, or until his successor is appointed and qualifies. The term of each youth voting member shall be for two years, until high school graduation of the youth, or sooner if terminated by appointing authority. ~~The ex officio member shall serve at the will of the city manager.~~ Vacancies occurring in any position on the board shall be filled by appointment by the mayor with confirmation by the city council for the unexpired term.

C. No member shall receive any compensation for his services.

3.54.040 Meetings – Organization.

The youth, senior and family services advisory board shall determine the time and place of its meetings and other rules and regulations, which rules shall be reduced to writing and a copy filed with the city clerk.

Section 3. 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 3rd day of February 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 4919
February 3, 2014
Regular Business**

**2015 COMPREHENSIVE PLAN UPDATE -
DRAFT SCOPE OF WORK**

Proposed Council Action:

Provide direction on draft scope of work.

DEPARTMENT OF Development Services Group (Scott Greenberg)

COUNCIL LIAISON n/a

EXHIBITS
1. Draft Scope of Work
2. Draft Update Schedule

APPROVED BY CITY MANAGER

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

SUMMARY

Background

Mercer Island’s current Comprehensive Plan was adopted by the City Council in October 1994. The Plan has been updated eight times since then, with the last major update occurring in 2005.

RCW 36.70A.130(1)(a) requires each Comprehensive Plan and related development regulations to be subject to continuing review and evaluation by the adopting jurisdiction. The purpose of this review is to bring plans and development regulations into compliance with Growth Management Act (GMA) requirements that have been added or changed since the last update and to respond to changes in land use and in population growth. RCW 36.70A.130(5)(a) mandates that cities within King County review and, if needed, revise their comprehensive plans and development regulations “on or before June 30, 2015, and every eight years thereafter.”

In addition to the GMA, the update must be consistent with applicable policies in regional planning documents (Vision 2040 and Transportation 2040) and the King County Countywide Planning Policies. Local initiatives can also be considered during the update.

Draft Scope of Work

The first step in the update process is to establish a draft scope of work. See Exhibit 1. The draft scope of work identifies the primary items within each element of the Comprehensive Plan that need review and possible revision. This high-level list is primarily based on a review of the Growth Management Act. More detail will be added once staff completes a review of Vision 2040, Transportation 2040, and the King County Countywide Planning Policies.

Mercer Island is considered a built-out community, with growth occurring mostly in the Town Center and no ability to expand the City's land supply. For this reason, the draft scope of work focuses on updates of data and information throughout the document. Policy changes will be proposed where necessary to maintain or achieve consistency with State, regional, and countywide policies. The draft scope of work looks large, but reflects a modest level of effort, focusing on the Transportation, Land Use, and Housing elements.

The preliminary schedule focuses staff work on preparing the update in the first half of 2014. See Exhibit 2. Planning Commission review of a completed draft document is proposed for between October and December 2014. Staff will bring drafts of individual elements to the Planning Commission for review prior to October 2014 if earlier guidance is needed. City Council review is proposed for between January and March 2015. Public meetings and hearings on the draft document would take place during those review periods.

Staff requests the City Council to consider whether the draft scope of work is the right level of effort and if any items should be added or removed from the draft scope of work.

Next Steps

Following Council direction on the draft scope of work, staff will present the draft scope of work to the Planning Commission as part of their 2014 work program. The Planning Commission work program will be brought to City Council for formal approval in March or April 2014.

RECOMMENDATION

Development Services Director

Provide direction on draft scope of work

2015 COMPREHENSIVE PLAN UPDATE

DRAFT SCOPE OF WORK

February 3, 2014

1. All Elements
 - a. Review and amend for consistency with Growth Management Act and applicable State laws; Vision 2040; Transportation 2040; and King County Countywide Planning Policies.
 - b. Update all maps and graphics as needed.
 - c. Update all demographic information and statistics.
 - d. Review and consider policies related to sustainability.

2. Land Use Element
 - a. Update buildable lands analysis.
 - b. Update growth target numbers.
 - c. Update land use map to reflect projected twenty-year growth, if needed.
 - d. Update critical area policies, including conservation or protection measures necessary to preserve or enhance anadromous fisheries.
 - e. Identify lands useful for public purposes.
 - f. Update economic development policies, if needed.
 - g. Consider health and active living policies.

3. Housing Element
 - a. Update inventory and analysis of existing and projected housing needs.
 - b. Identify sufficient land for housing.
 - c. Analyze housing needs for various economic segments.
 - d. Update Housing Strategy Plan.

4. Transportation Element
 - a. Update transportation facility and service inventory.
 - b. Update existing Level of Service (LOS).
 - c. Update LOS projection based on growth targets, if needed.
 - d. Update LOS policy, if needed.
 - e. Identify actions to bring transportation facilities and services to established LOS.
 - f. Update CIP to fund transportation projects to help meet LOS standards, as needed.

5. Utilities Element
 - a. Update general location and capacity of existing and proposed utilities: water utility, sewer utility, stormwater, solid waste, electricity, natural gas, telecommunications.

6. Capital Facilities Element
 - a. Update inventory of capital facilities: public streets and roads, pedestrian and bicycle facilities, parks and open space, public buildings, public schools, water system, sewer system, storm water system.
 - b. Update existing capital facilities Level of Service (LOS).
 - c. Update forecast of future capital needs.
 - d. Update LOS standard based on future needs.
 - e. Update LOS policy if needed.
 - f. Identify deficiencies (if any) and actions to bring transportation facilities and services to established LOS.
 - g. Update capital facilities financing sources.
 - h. Update 6-year CIP and 20-year capital facilities financial forecast to recognize proposed capital facility projects.

2015 COMPREHENSIVE PLAN UPDATE

DRAFT SCOPE OF WORK

February 3, 2014

7. Shorelines Element

- a. Incorporate adopted new Shoreline Master Program goals and policies.

8. Development Regulations

- a. Update critical area regulations, if needed.
- b. Update regulations for consistency with any Comprehensive Plan changes, if needed.

Draft 2015 Comprehensive Plan Update Schedule

	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	
DoC/PSRC Checklist	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	
Workplan to Council	Checklist and Scope of Work																			
Workplan to P.C.				Update Council	Scope to Council															
Draft Intro Update				Scope to P.C.																
Draft Land Use Update				Intro																
Draft Housing Update				Buildable Lands					Land Use											
Draft Transp. Update				Housing					Housing											
Draft Utilities Update				Transportation					Transportation											
Draft Cap. Fac. Update				Utilities																
Draft Shoreline Update				Capital Fac.																
Public Outreach				Shoreline																
SEPA/Dept. of Commerce										SEPA & Commerce										
P.C. Meeting #1											P.C. #1									
P.C. Meeting #2												P.C. #2								
P.C. Meeting #3													P.C. #3							
City Council Meeting #1														Council						
City Council Meeting #2															Council					
City Council Meeting #3																Council				
Dept. of Commerce																			Dept. of Comm	
Deadline for Compliance																				Deadline



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.

FEBRUARY 3		
Item Type	Topic/Presenter	Time
<i>Study Session</i>	PSRC Growing Transit Communities Presentation—S. Greenberg and PSRC Staff	60
<i>Consent Calendar</i>	Set Public Meeting Date for Coval Long Plat – S. Crick	--
<i>Consent Calendar</i>	ARCH 2014 Administrative Budget and Work Program – S. Greenberg	--
<i>Consent Calendar</i>	ARCH 2013 Trust Fund Recommendations – S. Greenberg	--
<i>Consent Calendar</i>	2013 Arterial and Residential Street Overlays Project Close Out – C. Morris	--
<i>Consent Calendar</i>	2013 Arterial and Residential Chip Seal Project Close Out – C. Morris	--
<i>Regular Business</i>	Senior Advisory Board Transition – C. Goodwin	30
<i>Regular Business</i>	Police & Police Support Collective Bargaining Agreements 2014-2015 – K. Segle & E. Holmes	15
<i>Regular Business</i>	2014 Comprehensive Plan Update Scope of Work – S. Greenberg	45
<i>Executive Session</i>	To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b) for approximately 30 minutes	30
<i>Executive Session</i>	To discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i) for approximately 30 minutes	30

FEBRUARY 24 – STUDY SESSION: 6-8 PM, REGULAR MEETING: 8 PM		
Item Type	Topic/Presenter	Time
<i>Study Session (6:00-8:00 pm)</i>	Transportation Policy and Budget Issues – (Budget – C. Corder) (Complete Streets Policy and Level of Service – P. Yamashita) (Pavement Condition Index Discussion – C. Morris)	120
<i>Consent Calendar</i>	eCityGov Alliance Interlocal Agreement Update – M. Kaser	--
<i>Consent Calendar</i>	Regional Water Conservation Goal – G. Boettcher	--
<i>Public Meeting</i>	Public Meeting for Coval Long Plat – S. Crick	60
<i>Regular Business</i>	Sewer Utility Regulations Code Amendments (2nd Reading & Adoption)—G. Boettcher	60

MARCH 3		
Item Type	Topic/Presenter	Time
<i>Study Session</i>	P-Zone Code Changes - Joint Study Session with Planning Commission—S. Greenberg	60
<i>Regular Business</i>	Code Enforcement Provisions—K. Knight	45

MARCH 17		
Item Type	Topic/Presenter	Time
<i>Regular Business</i>	2015-2020 Capital Improvement Program (CIP) Budget Kick-Off—C. Corder	60

MARCH 31

Item Type	Topic/Presenter	Time
<i>Regular Business</i>	4 th Quarter 2013 Financial Status Report & Budget Adjustments—C. Corder	60
<i>Regular Business</i>	Fire Marshal – C. Tubbs	45
<i>Regular Business</i>	Arts Council 2013 Report and 2014 Work Plan – A. Britton	30

APRIL 21

Item Type	Topic/Presenter	Time
<i>Regular Business</i>	Thrift Shop Renovation/Expansion Project Decision—C. Corder	30

MAY 5

Item Type	Topic/Presenter	Time
<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

MAY 19

Item Type	Topic/Presenter	Time
<i>Regular Business</i>	1 st 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

OTHER ITEMS TO BE SCHEDULED:

- 2014 Budget Hearings – C. Corder
- P Zone Text Amendments – S. Greenberg
- Comcast Franchise—K. Knight
- Conner Townhomes Long Plat – G. Steirer

COUNCILMEMBER ABSENCES:

- Deputy Mayor Grausz: March 31