

CITY OF MERCER ISLAND

2023-2024 BIENNIAL BUDGET

The 2023-2024 Budget document serves two distinct purposes:

1. To present the City Council and Mercer Island residents with a clear picture of City services, the funding and cost of those services; and
2. To provide City management with an operating and capital plan that can be implemented and monitored using the City's financial system.

The budget document is divided into six sections:

A. City Manager Message & Budget Overview

In this section, the City Manager transmits the budget document to the City Council and Mercer Island residents in a transmittal letter outlining the budget strategies for the upcoming biennium. The Budget Snapshot provides a high-level summary of the budget, followed by the General Fund summary, personnel, positions, full-time equivalent (FTE) count by Fund, and the overarching budget strategy.

B. Recap by Fund

The City accounts for all its operating and capital activities within different "Funds," each of which is considered a separate accounting entity with varied rules and requirements. This section is organized by Fund and includes revenues, expenditures, and fund balances.

C. Revenue Sources

This section focuses on the City's major revenue sources, providing useful background information, historical data, and 2023-2024 projections.

D. Operating Budget by Department

This section breaks down the City's operations by department. Each department sub-section is organized to include a department description, organizational chart, work plan, staffing summary, and revenue and expenditure summaries for the upcoming biennium.

E. Capital Improvement Program

The Capital Improvement Program (CIP) encompasses all planned capital projects for a six-year period (2023-2028), with the first two years proposed as part of the 2023-2024 Budget. This section is organized into six sub-sections:

1. Introduction
2. Program Summary
3. Individual Project Sheets
4. Capital Program by Funding Source

F. Appendix

The section provides information about this history of Mercer Island, a glossary of budget related terms, and an explanation of accounting basis and budgeting.

CITY MANAGER'S MESSAGE

September 27, 2022

Honorable Mayor and Members of the City Council
Members of the Mercer Island Community

Dear City Councilmembers and Community:

I am pleased to present to you the 2023-2024 Budget. Guided by the City Council's priorities identified earlier this year and with critical input from the City's staff team, a great deal of deliberation has gone into crafting this policy document for Council review and approval.

The Budget sets forth the financial and staffing resources required to accomplish work plan goals outlined over the next two years. It assumes that key revenue sources will remain relatively flat and proposes a combination of limited enhancements, fee adjustments, and the use of planned one-time funding sources as a bridge for the next two years. Staff will continue to evaluate City finances and business processes to ensure we are delivering services as efficiently as possible and will seek opportunities to leverage technology and other best practices to reduce costs.

Mercer Island has weathered uncertainty these past few years and the conservative and cautious approach in the most recent biennial budget has paid off. City departments were re-organized and stabilized providing more efficient service delivery and improved operations. Cost saving measures helped reduce operating costs while services that were suspended during the Pandemic were methodically restored. New financial management policies were adopted, providing clear direction in the near-term as part of an ongoing multiyear strategy to enhance City services in the years ahead. This focused work coupled with federal support has resulted in year-over-year growth of the City's Fund balances and reserves.

These one-time resources will be instrumental in Mercer Island creating a financially sustainable course and holding to it.

Employee Compensation and Retention

With inflation increasing at a pace unseen in over 40 years, increases to employee compensation pose a unique challenge this coming biennium. Employee salaries are adjusted annually based on the CPI-W for the Seattle region, resulting in cost-of-living adjustments that range from 6% to 9% in 2023 for City employees. This investment recognizes the value public servants bring to Mercer Island, particularly at a time when recruiting and retaining staff is a considerable challenge.

A focus over the next two years is to improve the City's recruitment and retention strategies while recognizing the shared responsibility between the City and its employees to retain talented public servants and maintain a sustainable balanced budget.

Pivotal Capital Work Ahead

Over the past two years, the capital team stabilized and refocused to deliver a capital reinvestment program that occurs only once in a generation. Many of the projects proposed in the next two years and beyond include major re-investments in utilities, parks, open spaces, and transportation.

Work ahead for the Island's underground utilities is tremendous. Use of Federal funds accelerated design work for many water and sewer projects, positioning staff teams to complete major construction over the next two years. Critical investments in Mercer Island's water distribution system – including the meter replacement program, booster chlorination system, and water reservoir improvements – will come online. Implementation of the advanced software and hardware systems that manage the City's 17 sewer pumps stations will go-live as work to rehabilitate and replace this crucial conveyance infrastructure gets underway.

Staff teams understand the value and complexity of the work ahead. We know what needs to be done and are poised to see through the most aggressive capital program in recent City history.

2023-2024 Budget

The 2023-2024 Expenditure Budget is \$98.8 million in 2023 and \$102.6 million in 2024. This budget includes diverse services, projects, and activities provided by the City of Mercer Island for organizational investments, public safety, quality of life, infrastructure enhancements, transportation, and development-related services.

The two largest components of the budget are the General Fund and Enterprise Funds. Much of the budget balancing work has centered on the General Fund where most municipal services are housed. The General Fund expenditure budget is \$34.8 million in 2023 and \$36.2 million in 2024.

The General Fund is challenged in several ways. First, revenues that are tied to swings in economic activity – such as shared state revenues and local sales tax – are forecasted to slow in the coming biennium. An operating deficit of \$1.6 million in 2023 and \$3.7 million in 2024 in which General Fund expenditures exceed anticipated revenues, is forecasted with the primary driver being increases to employee compensation due to the rate of inflation. The City is prepared to absorb this in the near-term and will carefully monitor City finances and economic activity to adjust as needed during the biennium.

The Water, Sewer, and Storm Water Utilities Funds combined expenditure budgets are \$39.4 million in 2023 and \$38.1 million in 2024. A portion of the utility budget represents unspent dollars slated for major capital improvements that have been delayed but are now moving forward as part of the capital work ahead.

Conclusion

The budget is a starting point, carefully built during a time of challenge and change. It will guide the organization as we work to deliver services in a fiscally responsible manner.

I continue to be impressed by the strong commitment of our residents, businesses, and community partners striving for healthy neighborhoods, vibrant parks and open spaces, and an active Town Center with balanced economic activity, all of which make possible the breadth and wealth of services we provide.

I also want to recognize the high degree of professionalism, commitment, and effort the City Council provides our community, without which, Mercer Island could not thrive in challenging times. It is under the

City Manager's Message

policy leadership of the City Council that the City has successfully weathered the challenges of the pandemic.

And finally, a heartfelt thank you to the Mercer Island community for standing by the City government as we navigate an immense amount of change and uncertainty. We appreciate your support, encouragement, and participation, for without it we would not be where we are today.

Thank you,

Jessi Bon
City Manager
City of Mercer Island

BUDGET OVERVIEW

This section provides an overview of the 2023-2024 Budget for the City of Mercer Island, including summary detail and changes that have occurred since the last budget. The budget overview section is divided into seven sub-sections with an appendix:

1. City Organization – *how the City is organized.*
2. Budget Strategy – *approach to building the budget.*
3. Budget Snapshot – *overview of revenues, expenditures, and all funds.*
4. Staffing – *who provides the services.*
5. Utility Rates – *overview of utility rates.*
6. City Debt – *purpose and status of City debt.*
7. General Fund at a Glance – *high level information about the General Fund.*
8. Appendix – *all Fund summary with Fund balance through the biennium.*

For a more in-depth understanding of the budget, continue to the more detailed information found in the *Recap by Fund, Revenues, Operating Budget by Department, and Capital Improvement Plan* sections.

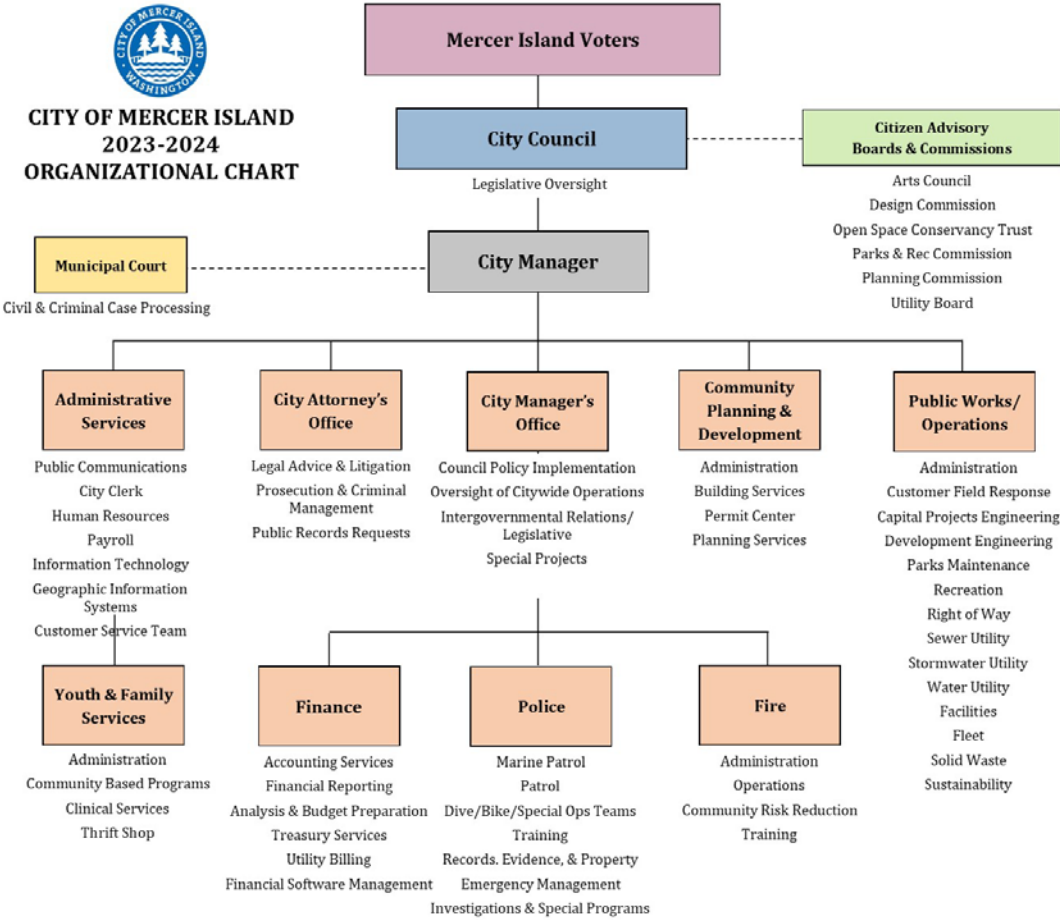
City Organization

The City of Mercer Island has a Council-Manager form of government. In this form, the City Council, comprised of seven elected members, hires a City Manager to serve as the Chief Executive Officer of the City. The City Manager reports directly to the City Council and implements adopted policies. City Council members listen to their constituents, the Mercer Island residents, and receive recommendations on policy matters from the Council-appointed Boards and Commissions.

Managing the day-to-day activities of the City is the responsibility of the City Manager who oversees the nine departments shown on the chart on the following page. For a description of the functions supported by these departments, see Section D (*Operating Budget by Department*) of the budget document.



**CITY OF MERCER ISLAND
2023-2024
ORGANIZATIONAL CHART**



Budget Strategy

The 2023-2024 Budget reflects a measured approach to planning for the next biennium. The overall budget strategy uses one-time resources as a bridge to the next biennium while supporting actions to strengthen the City's financial position. Compared to prior years, staffing levels were bolstered to tackle the aggressive work plan involving reinvestment in various components of the City's aging infrastructure. This two-year budget:

- Maintains core municipal services and supports ongoing emergency response efforts.
- Identifies opportunities and resources to improve operational services.
- Establishes new best practices for implementing capital improvements.
- Reinvests in the maintenance of the City's critical infrastructure.

There is significant work ahead for the capital program. Aided by one-time use of ARPA funds and REET-2 reserves, staff will accelerate work on infrastructure improvements to the City's aging facilities while making notable improvements to parks. Critical components of the water distribution system and sewer conveyance system will also undergo major enhancements that will serve the island community for decades to come.

Long-Term Financial Forecast

The City's Biennial Budget is informed by a six-year forecast completed for each of the City's funds. The General Fund forecast serves as a risk assessment tool that contemplates the impact of economic conditions on the City's budget. The forecast accounts for several factors that influence the City's anticipated revenues and expenses, particularly impacts of inflation on long-term operations and potential recession conditions.

The six-year forecast includes baseline increases in salary and benefits, healthcare, and workers' compensation costs. The long-term forecast is presented to the City Council for review and consideration annually, and more often when circumstances warrant.

Budget Overview

Fund Summary

Total revenues and total expenditures by fund for the period 2021-2024 are summarized in the tables below.

Summary of Revenues by Fund for 2021-2024

Fund No.	Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
001	General Fund	\$ 35,270,393	\$ 36,852,436	\$ 34,796,307	\$ 36,220,358
037	Self Insurance Fund	55,000	10,000	10,000	10,000
061	Youth Service Endowment Fund	285	289,469	-	-
Subtotal General Purpose Funds		\$ 35,325,678	\$ 37,151,905	\$ 34,806,307	\$ 36,230,358
104	Street Fund	\$ 4,945,810	\$ 5,568,002	\$ 5,170,584	\$ 9,658,917
130	Contingency Fund	32,246	150,000	150,900	151,805
140	1% For the Arts Fund	30,314	17,000	25,000	25,000
160	Youth and Family Services Fund	2,638,075	3,404,995	3,325,282	3,368,606
170	ARPA Fund	3,617,660	3,617,659	1,983,672	1,259,017
Subtotal Special Revenue Funds		\$ 11,264,104	\$ 12,757,656	\$ 10,655,438	\$ 14,463,345
208	Bond Redemptiion (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	847,200	234,100	142,800	-
Subtotal Debt Service Funds		\$ 847,200	\$ 234,100	\$ 142,800	\$ -
342	Town Center Parking Facilities	\$ 14,670	\$ 222,975	\$ -	\$ -
343	Capital Improvement Fund	5,133,009	8,380,188	10,664,404	11,121,741
345	Technology and Equipment Fund	280,000	1,061,000	495,186	268,000
350	Capital Reserve Fund	-	169,999	-	-
Subtotal Capital Funds		\$ 5,427,679	\$ 9,834,162	\$ 11,159,590	\$ 11,389,741
402	Water Fund	\$ 10,028,387	\$ 21,362,965	\$ 30,176,636	\$ 20,738,920
426	Sewer Fund	10,622,450	13,008,948	14,120,007	13,678,876
432	Storm Water Fund	2,372,460	3,382,231	3,192,949	3,676,021
Subtotal Enterprise Funds		\$ 23,023,298	\$ 37,754,144	\$ 47,489,592	\$ 38,093,817
503	Equipment Rental Fund	\$ 2,546,570	\$ 2,497,469	\$ 2,180,484	\$ 1,935,631
520	Computer Equipment Fund	1,297,669	1,388,593	1,410,061	1,558,736
Subtotal Internal Service Funds		\$ 3,844,239	\$ 3,886,062	\$ 3,590,545	\$ 3,494,367
606	Firefighters Pension Fund	\$ 164,095	\$ 168,210	\$ 100,000	\$ 103,000
Subtotal Trust Funds		\$ 164,095	\$ 168,210	\$ 100,000	\$ 103,000
TOTAL REVENUES		\$ 79,896,292	\$ 101,786,239	\$ 107,944,272	\$ 103,774,627

Budget Overview

Summary of Expenditures by Fund for 2021-2024

Fund No.	Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
001	General Fund	\$ 31,380,027	\$ 35,325,977	\$ 34,796,307	\$ 36,220,358
037	Self Insurance Fund	55,000	10,000	10,000	10,000
061	Youth Service Endowment Fund	-	289,469	-	-
Subtotal General Purpose Funds		\$ 31,435,027	\$ 35,625,446	\$ 34,806,307	\$ 36,230,358
104	Street Fund	\$ 3,845,628	\$ 5,568,002	\$ 5,136,091	\$ 9,658,917
130	Contingency Fund	-	-	-	-
140	1% For the Arts Fund	29,211	15,000	15,000	15,000
160	Youth and Family Services Fund	2,386,100	3,404,995	3,325,282	3,368,606
170	ARPA Fund	126,274	2,318,130	1,983,672	1,259,017
Subtotal Special Revenue Funds		\$ 6,387,212	\$ 11,306,127	\$ 10,460,045	\$ 14,301,540
208	Bond Redemption (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	847,200	234,100	142,800	-
Subtotal Debt Service Funds		\$ 847,200	\$ 234,100	\$ 142,800	\$ -
342	Town Center Parking Facilities	\$ 14,670	\$ 222,975	\$ -	\$ -
343	Capital Improvement Fund	1,873,450	8,380,188	10,664,404	11,121,741
345	Technology and Equipment Fund	110,318	1,044,740	495,186	145,250
350	Capital Reserve Fund	-	169,999	-	-
Subtotal Capital Project Funds		\$ 1,998,437	\$ 9,817,902	\$ 11,159,590	\$ 11,266,991
402	Water Fund	\$ 8,238,807	\$ 21,362,965	\$ 22,052,286	\$ 20,738,920
426	Sewer Fund	8,987,816	13,008,948	14,120,007	13,678,876
432	Storm Water Fund	2,372,460	3,382,231	3,192,949	3,676,021
Subtotal Enterprise Funds		\$ 19,599,084	\$ 37,754,144	\$ 39,365,242	\$ 38,093,817
503	Equipment Rental Fund	\$ 1,616,745	\$ 2,111,404	\$ 1,610,914	\$ 1,377,116
520	Computer Equipment Fund	918,273	1,258,414	1,155,078	1,316,488
Subtotal Internal Service Funds		\$ 2,535,018	\$ 3,369,818	\$ 2,765,992	\$ 2,693,604
606	Firefighters Pension Fund	\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000
Subtotal Trust Funds		\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000
TOTAL EXPENDITURES		\$ 62,890,752	\$ 98,202,037	\$ 98,799,975	\$ 102,689,310

Staffing

The following two charts show the number of Full Time Equivalent (FTEs) and Limited Term Equivalent (LTEs) positions in 2017-2024. Limited Term Equivalent employees are hired when there is a short-term need for a position. LTEs are just like regular FTEs, except their positions are time limited.

For the coming biennium, the City is continuing its approach on the use of LTE (contract) positions. LTE positions that have been in place for more than one biennium have been converted to FTE (regular) positions. Staff positions will be classified as LTEs when the staff assignment is short-term, generally two years or less, or the position is tied to grant funding or other one-time funding.

Position History by Department

Full Time Equivalents (FTEs)	2017	2018	2019	2020	2021	2022	2023	2024
Administrative Services				3.00	3.00	4.70	4.70	4.70
Human Resources	3.00	3.00	3.00	3.00	3.50	4.00	4.00	4.00
Information & Geographical Svcs	6.00	7.00	7.00	7.00	6.00	6.00	6.00	6.00
City Attorney's Office	3.30	3.30	3.30	3.30	2.30	2.30	2.30	2.30
City Manager's Office	4.70	4.70	5.00	3.00	3.00	3.00	3.00	3.00
Community Planning & Development	20.00	21.00	20.40	20.40	14.00	18.00	18.00	18.00
Finance	7.00	7.00	7.00	7.00	8.00	9.00	9.00	9.00
Fire	32.00	32.00	32.00	32.00	32.00	31.50	31.50	31.50
Municipal Court	3.45	3.45	3.30	3.30	3.30	3.30	3.10	3.10
Police	35.00	35.00	35.50	35.50	35.50	37.50	37.50	37.50
Public Works								
Capital and Engineering	5.00	5.00	5.00	5.00	14.05	14.05	16.05	15.05
Support Services/Administration	8.00	8.00	8.00	8.00	14.80	14.80	14.80	14.80
Right of Way	4.50	4.50	4.50	4.50	4.35	4.35	4.35	4.35
Utilities	16.50	16.50	16.50	16.50	19.25	19.25	19.25	19.25
Park Maintenance					10.35	10.35	10.35	10.35
Parks & Recreation	29.75	29.75	25.75	25.75	0.75	10.25	10.25	10.25
Youth & Family Services	16.33	16.46	15.63	14.68	13.23	13.43	13.43	13.43
Total FTEs	194.5	196.7	191.9	191.9	187.4	205.8	207.6	206.6
Limited Term Equivalents (LTEs)	2017	2018	2019	2020	2021	2022	2023	2024
Administrative Services / Human Resources	-	-	-	-	-	2.00	1.00	-
City Manager / Non-Departmental	-	0.50	0.50	0.50	-	1.00	0.50	-
Community Planning & Development	3.50	3.50	4.50	4.50	1.00	1.50	-	-
Information & Geographical Svcs	1.00	1.00	-	-	-	-	-	-
Public Works	2.10	2.10	1.80	1.80	-	3.00	3.00	3.00
Parks & Recreation	1.25	1.25	3.05	3.05	2.00	-	-	-
Youth & Family Services	5.50	7.20	11.24	13.24	1.60	10.53	10.53	9.70
Total LTEs	13.4	15.6	21.1	23.1	4.6	16.0	15.0	12.7
Total FTEs & LTEs	207.9	212.2	213.0	215.0	192.0	221.8	222.6	219.3

In addition to Full Time Equivalent (FTEs) and Limited Term Equivalent (LTEs) employees, the City utilizes casual labor, consultants, and contractors to address workload needs that exceed the capacity or expertise of the City’s regular staff and that are time limited or seasonal.

- **Casual labor** is used primarily to address seasonal workload needs and short-term workload issues created by special projects or position vacancies. Compared to an LTE position, a casual labor position has limited benefits and is filled for a shorter period (1-3 months, 6 months, or 9 months). The departments that utilize casual labor the most are Parks & Recreation, Public Works, and Youth & Family Services.
- **Consultants and contractors** are hired when the City’s regular staff does not have the capacity or expertise to perform specialized work that is usually short-term in nature (i.e., less than a year). Consultants are considered experts in their fields, providing specialized legal, engineering, technology, financial, or other professional services. Contractors, on the other hand, are highly skilled in the trades, providing specialized repair and maintenance services (e.g., electrical, plumbing, and heating/cooling system repairs) and bidding on public works projects (e.g., re-surfacing a road). Consultants and contractors are often more expensive on an hourly basis than regular or contract employees; however, they are generally more cost effective than trying to perform the specialized work “in-house.”

Utility Rates

The Water, Sewer, and Stormwater Funds are completely self-supporting utilities that are operated like a not-for-profit enterprise. They are primarily funded by customer charges, not taxes. The City purchases its water from the City of Seattle as do many neighboring communities. The Wastewater Treatment Division of King County provides treatment for all the sewage in the King County area, including Mercer Island.

The 2022 actual, 2023 adopted, and 2024 proposed bi-monthly utility charges for water, sewer, storm water, and Emergency Medical Services (EMS) are broken down in the table below for a typical single family residential customer. This table excludes utility taxes, which are a General Fund revenue source.

Utility Rate Component	2021 Adopted	2022 Adopted	2023 Adopted	2024 Proposed	\$ Change 2023	\$ Change 2024	% Change 2023	% Change 2024
Water	\$116	\$122	\$132	\$142	\$9.77	\$10.55	8.00%	8.00%
Sewer Maintenance (City)	\$60	\$63	\$65	\$68	\$2.82	\$2.95	4.50%	4.50%
Sewer Treatment (King County)	\$94	\$99	\$104	\$110	\$5.67	\$5.99	5.75%	5.75%
Storm Water	\$38	\$40	\$43	\$46	\$3.18	\$3.44	8.00%	8.00%
EMS (estimate)	\$10	\$10	\$11	\$11	\$0.55	\$0.58	5.54%	5.54%
Total	\$318	\$333	\$355	\$379	\$21.99	\$23.51	6.6%	6.6%

City Debt

The City has issued a modest amount of debt over the years, maintaining a sizable debt capacity and consistently following a conservative fiscal management policy. This is reflected in the highest possible bond rating from Moody's: Aaa (“triple A”) rating on the City’s unlimited tax general obligation (UTGO), or voted, bonds and limited tax general obligation (LTGO), or non-voted (i.e., Councilmanic) bonds. A high bond rating enables a city to secure lower interest rates, thereby reducing debt service costs.

The City can issue five types of debt which have legal limits set by the State. The five types of debt include: voted and non-voted general obligation bonds, revenue bonds, lease debt, and loans. For the purposes of the legal limit debt calculations, leases and loans are included with the non-voted general obligation debt limits. A schedule of all the City debt classified by type is included later in this section.

Voted Debt

Voted debt must be approved by registered voters via a ballot measure, with an additional (i.e., excess) property tax levy dedicated to paying the annual debt service costs. Voted debt has typically been used to fund large public buildings and to buy land or open space. The City currently has no outstanding voted debt.

Non-Voted Debt

Non-voted debt must be approved by the City Council, with the general tax revenues of the City used to pay the annual debt service costs. Non-voted debt includes bonds, loans, and lease obligations of the City. The active issues are described below:

- **2004 LTGO MICEC Construction**

In 2004, the City issued \$2.0 million in councilmanic bonds to partially pay for the construction of a new community center. The new center was completed in December 2005. To save on interest costs, this bond issue was refunded (i.e., refinanced) in 2013. The final principal payment on the refunded bonds will be made in 2023.

- **2009 LTGO Sewer Lake Line**

In 2009, the City issued \$9,405,000 in LTGO bonds to fund a portion of the sewer lake line replacement project. To save on interest costs, this bond issue was refunded in 2017. Sewer utility rates are being used to repay the long-term debt. The total principal outstanding on the refunded bonds at the end of 2024 will be \$2,920,000.

- **2011 LTGO First Hill Water Improvements**

In 2011, the City issued \$1.5 million in LTGO bonds to fund a portion of a water system improvements project in the First Hill neighborhood. Water utility rates are being used to repay the long-term debt. The total principal outstanding at the end of 2024 will be \$570,000.

- **2015 Fire Apparatus Lease (Mini Pumper)**

In 2015, the City Council authorized the purchase of Mini Pumper Fire Truck from Pierce Manufacturing through a 9-year lease purchase financing agreement with Municipal Asset Management for \$341,295. The remaining principal will be paid off in 2024.

- **2018 Fire Apparatus Lease (Enforcer Pumper)**

In 2018, the City Council authorized the purchase of an Enforcer Pumper Fire Truck from Pierce Manufacturing through a 9-year lease purchase financing agreement with Municipal Asset Management for \$732,778. The total principal outstanding at the end of 2024 will be \$270,293.

- **NEW: 2023 Water System Improvement Projects**

In 2023, the City plans to issue up to \$15.9 million in limited tax general obligation bonds to fund significant reinvestment into the City's aging water system infrastructure. The City considers projects that have at minimum a 20-year useful life and can be completed in the next three fiscal years as attractive candidates to fund with debt. Examples of projects that meet these criteria include Water Reservoir Improvements, Pressure Reducing Valve Station Replacements, and the 2024 Asbestos Cement Main Replacement (Gallagher Hill Road, Greenbrier and SE 40th), among others. Water utility rates are being

Budget Overview

used to repay long-term debt overtime. The total principal balance outstanding at the end of 2024 will be as high as \$15,092,685.

Public Work Trust Fund Loans

In addition to the above debt, the City will have one outstanding long-term loan at the end of 2024, with \$805,515 in principal due for a Public Works Trust Fund loan used to fund a sewer lake line maintenance project. Public Works Trust Fund loans are low-interest loans (about 1% interest) administered through the State of Washington Department of Commerce. In 1985, the state legislature made provisions for this program using the Public Works Assistance Account, which is funded by the Motor Vehicle Excise Tax (MVET) collected by the State. To qualify, jurisdictions are required to do the following:

1. Impose the ¼ of one percent real estate excise tax.
2. Have developed a long-term plan for financing Public Works' needs.
3. Be using all local revenue sources which are reasonably available for funding public works.
4. Have an adopted comprehensive plan.

- **NEW: 2023 Booster Chlorination System**

In November 2022, the City was awarded \$3.28 million in Public Works Trust Fund loan to fund the Booster Chlorination System project. Water utility rates are being used to repay long-term debt. The total principal balance outstanding at the end of 2024 will be \$2,952,000.

Schedule of Outstanding Debt

Description (\$ in thousands)	Date Issued	Original Amount	Balance Outstanding January 2023	2023 Debt Payments	2024 Debt Payments	Balance Outstanding December 31, 2024
Non-Voted Debt:						
2011 LTGO First Hill Water Improvements	03/23/11	\$1,500	\$735	\$80	\$85	\$570
2013 Refunding (CCMV Construction)	02/06/13	1,140	140	140	0	0
2017 REFUNDING LTGO Sewer Lake Line	08/17/17	5,870	3,960	510	530	2,920
2023 Water System Improvement Projects	12/31/23	15,980	15,980	435	452	15,093
Total Non-Voter Approved		\$24,490	\$20,815	\$1,165	\$1,067	\$18,583
Voted Debt:						
Total Voter Approved		\$0	\$0	\$0	\$0	\$0
Lease Obligations						
2015 Fire Mini Pumper	06/01/15	341	82	41	42	0
2018 Pierce Enforcer Pumper	04/19/18	733	435	81	84	270
Total Lease Obligation		\$1,074	\$518	\$122	\$126	\$270
Public Works Trust Fund Loans						
Sewer Lake Line Loan	01/31/05	7,000	1,611	403	403	806
Booster Chlorination Station	12/31/23	3,280	3,280	164	164	2,952
Total Public Works Trust Fund Loan		\$10,280	\$4,891	\$567	\$567	\$3,758
Total Outstanding Debt		\$35,844	\$26,224	\$1,853	\$1,760	\$22,610

General Fund at a Glance

Fiscal Year 2023 General Fund

Revenues	\$34.79 million
Expenditures	\$34.79 million

Fiscal year 2023 General Fund revenues are projected to be \$34.79 million, which is \$1.68 million, or 5.1 %, more than the fiscal year 2022 forecasted actual.

The City receives its General Fund revenues from a variety of revenue sources. Property Taxes, which account for 38.8% of revenues in 2023, are the largest revenue source by a wide margin at \$13.51 million. Sales Tax and Business & Utility Taxes are the second and third largest sources at \$5.60 million and \$5.15 million, or 16.1% and 14.8% of total revenues, respectively.

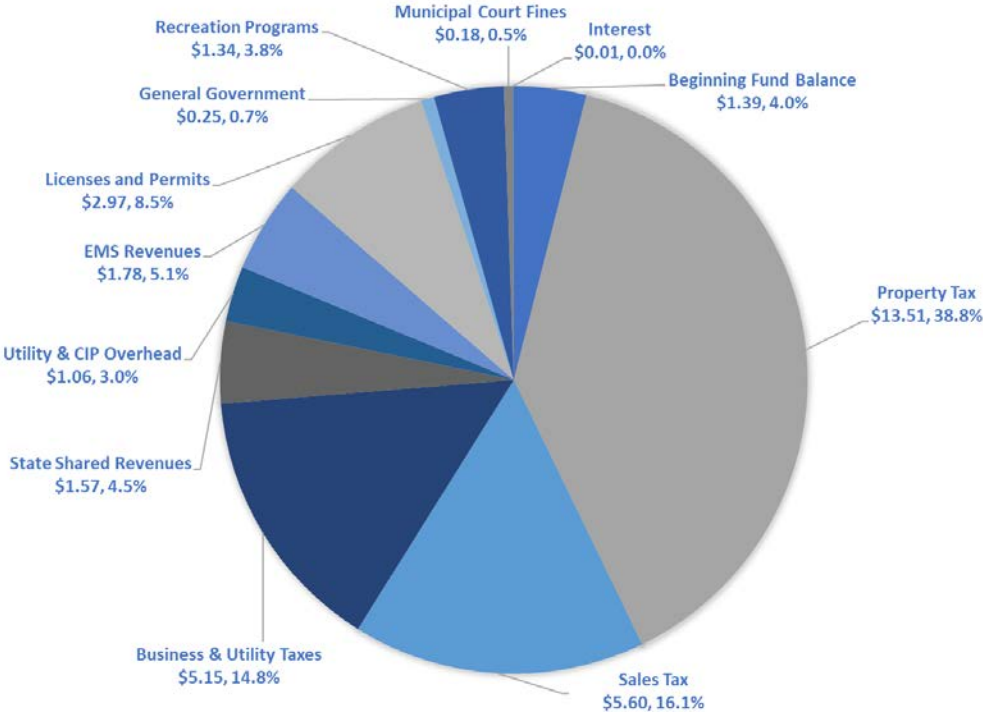
General fund expenditures for fiscal year 2023 are projected at \$34.79 million. Salaries & Wages and Benefits collectively account for 71.1%, or \$24.75 million of total expenditures.

Expenditures are also broken down by respective departments in the table above.

EXPENDITURES	2023
Description	Budget
Administrative Services	\$ 1,146,339
Human Resources	822,303
City Attorney's Office	931,671
City Council	54,727
City Manager's Office	685,912
Community Planning & Development	3,229,273
Finance	1,333,731
Fire and EMS	7,526,847
Municipal Court	519,208
Non-Departmental/Intergovernmental	2,839,217
Public Works/Operations	5,120,270
Parks and Recreation	2,127,581
Police	8,459,228
Total Budgeted Expenditures	\$ 34,796,307

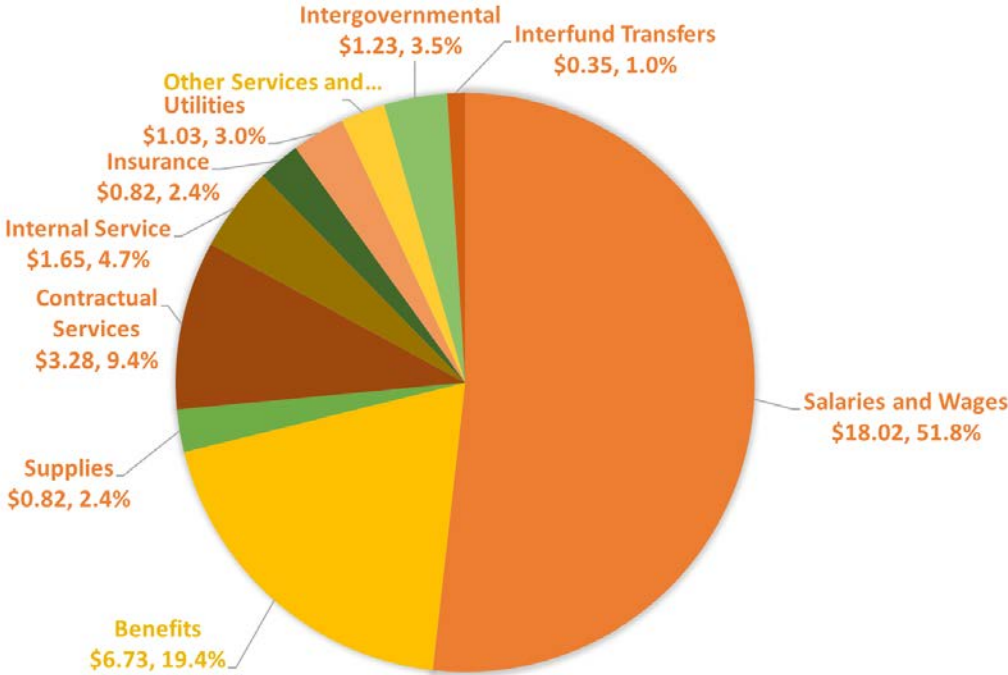
Where does the money come from?

2023 General Fund Revenues Total: \$34.79 (in millions)



Where does the money go?

2023 General Fund Expenses Total: \$34.79 (in millions)



Budget Overview

Fiscal Year 2024 General Fund

Revenues	\$36.22 million
Expenditures	\$36.22 million

Fiscal year 2024 General Fund revenues are projected to be \$36.22 million, or 9.4%, above fiscal year 2022 projected year-end revenues.

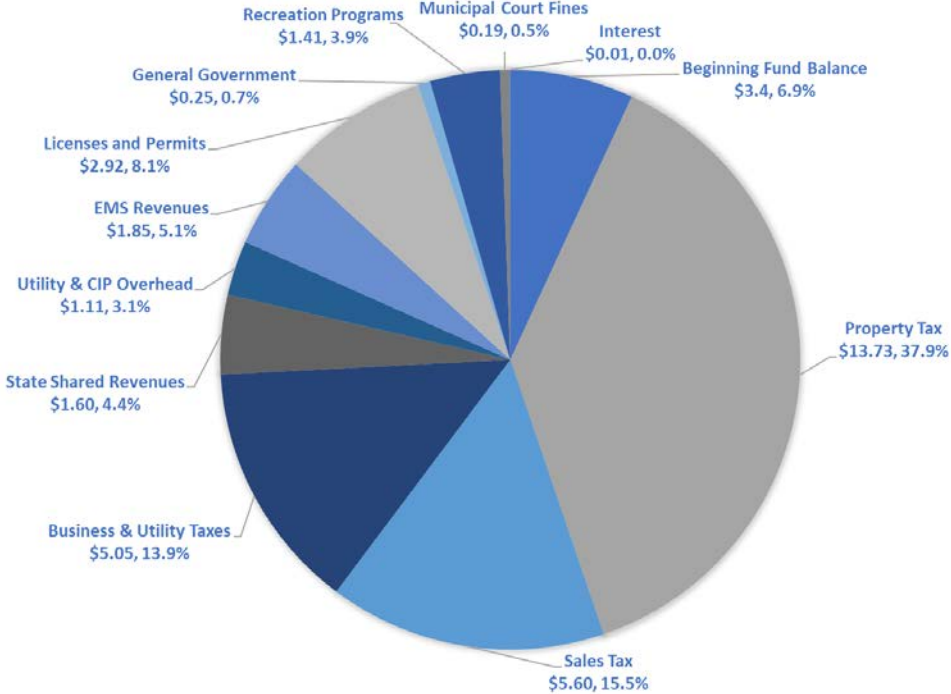
The General Fund expenditure budget for 2024 is \$36.40 million. General Fund expenditures increase 4.1% compared to the 2023 expenditure budget primarily due to cost-of-living adjustments in salaries & wages and market adjustments in benefits.

Expenditures are broken down by their respective departments in the table shown to the right.

EXPENDITURES	
Description	2024 Budget
Administrative Services	\$ 1,155,462
Human Resources	861,493
City Attorney's Office	988,464
City Council	55,404
City Manager's Office	681,492
Community Planning & Development	3,411,393
Finance	1,410,476
Fire and EMS	7,898,317
Municipal Court	549,259
Non-Departmental/Intergovernmental	2,658,704
Public Works/Operations	5,353,668
Parks and Recreation	2,217,919
Police	8,978,307
Total Budgeted Expenditures	\$ 36,220,358

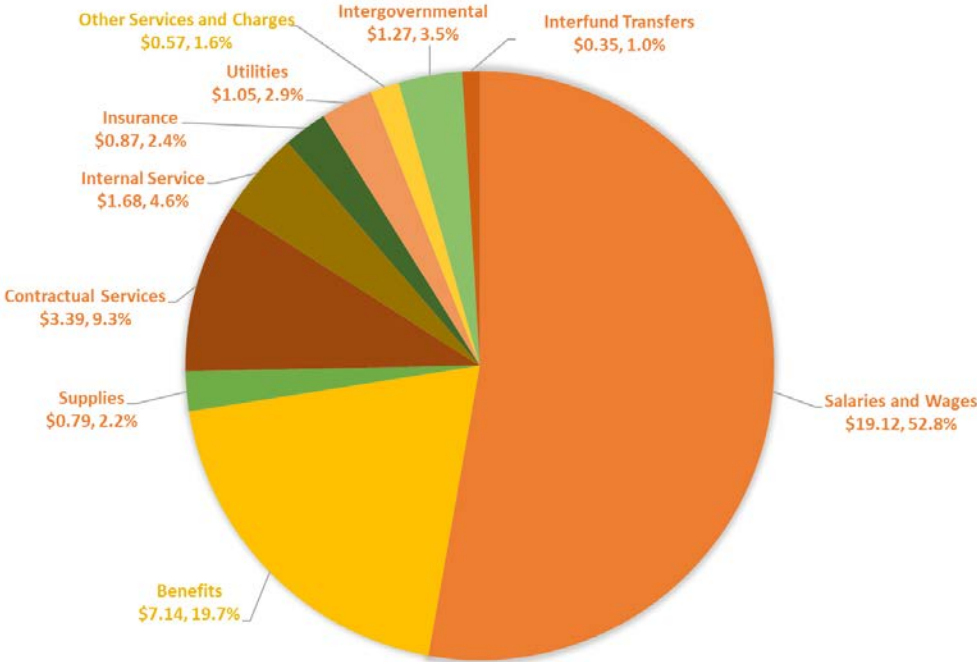
Where does the money come from?

2024 General Fund Revenues Total: \$36.22 (in millions)



Where does the money go?

2024 General Fund Expenses Total: \$36.22 (in millions)



2023-2024 All Fund Summary with Fund Balance

The 2023-2024 budget summary table is provided below. It provides an overview of the beginning Fund balances, proposed revenues, proposed expenditures, and ending Fund balances across all Funds for the biennium, respectively.

FUND NAME (\$ IN THOUSANDS)		2023 Estimated Beginning Fund Balance	2023-2024 Proposed Revenues	2023-2024 Proposed Expenditures	Estimated Ending 2024 Fund Balance	Budgeted Incr. (Decr.) in Fund Balance
General Purpose Funds	001 - General	5,435	71,017	71,017	107	(5,328)
	037 - Self-Insurance Claim Reserve	55	20	20	55	0
	061 - Youth Services Endowment Fund	0	0	0	0	0
	General Purpose Funds Subtotal	5,490	71,037	71,037	162	(5,328)
Special Revenue Funds	104 - Street Fund	4,727	14,830	14,795	1,271	(3,456)
	130 - Contingency Fund ¹	4,032	303	0	4,335	303
	140 - 1% for the Arts Fund	161	50	30	181	20
	160 - Youth and Family Services Fund	442	6,694	6,694	442	0
	170 - ARPA Fund	4,791	3,243	3,243	1,506	(3,284)
Special Revenue Funds Subtotal	14,154	25,119	24,762	7,736	(6,418)	
Debt Service	208 - Bond Redemption Fund - Voted	19	0	0	19	0
	239 - Bond Redemption Fund - Non-Voted	5	143	143	5	0
	Debt Service Funds Subtotal	24	143	143	24	0
Capital Funds	342 - Town Center Parking Facilities Fund	492	0	0	492	(0)
	343 - Capital Improvement Fund	4,766	21,786	21,786	1,416	(3,351)
	345 - Technology & Equipment Fund	778	763	640	684	(94)
	350 - Capital Reserve Fund	0	0	0	0	0
Capital Project Funds Subtotal	6,036	22,549	22,427	2,592	(3,444)	
Enterprise Funds	402 - Water Fund	17,891	50,916	42,791	4,959	(12,932)
	426 - Sewer Fund	6,587	27,799	27,799	4,655	(1,932)
	432 - Storm Water Fund	3,787	6,869	6,869	1,614	(2,173)
Enterprise Funds Subtotal	28,265	85,583	77,459	11,227	(17,038)	
Internal Service Funds	503 - Equipment Rental Fund	3,597	4,116	2,988	3,618	21
	520 - Computer Equipment Fund	699	2,969	2,472	797	99
Internal Service Funds Subtotal	4,296	7,085	5,460	4,416	120	
Trust Funds	606 - Firefighter's Pension Fund	1,016	203	203	949	(67)
	Trust Funds	1,016	203	203	949	(67)
All Funds Totals		\$59,281	\$211,719	\$201,489	\$27,106	(\$32,175)

¹ Contingency Fund Balance is 12.2% of total 2024 General Fund expenditure budget.

² Differences may occur due to rounding.

Section B. Recap By Fund

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SUMMARY

Comparative Actual and Budgeted Revenues Summary for All Funds 2021–2024

Fund No.	Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
001	General Fund	\$ 35,270,393	\$ 36,852,436	\$ 34,796,307	\$ 36,220,358
037	Self Insurance Fund	55,000	10,000	10,000	10,000
061	Youth Service Endowment Fund	285	289,469	-	-
Subtotal General Purpose Funds		\$ 35,325,678	\$ 37,151,905	\$ 34,806,307	\$ 36,230,358
104	Street Fund	\$ 4,945,810	\$ 5,568,002	\$ 5,170,584	\$ 9,658,917
130	Contingency Fund	32,246	150,000	150,900	151,805
140	1% For the Arts Fund	30,314	17,000	25,000	25,000
160	Youth and Family Services Fund	2,638,075	3,404,995	3,325,282	3,368,606
170	ARPA Fund	3,617,660	3,617,659	1,983,672	1,259,017
Subtotal Special Revenue Funds		\$ 11,264,104	\$ 12,757,656	\$ 10,655,438	\$ 14,463,345
208	Bond Redemption (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	847,200	234,100	142,800	-
Subtotal Debt Service Funds		\$ 847,200	\$ 234,100	\$ 142,800	\$ -
342	Town Center Parking Facilities	\$ 14,670	\$ 222,975	\$ -	\$ -
343	Capital Improvement Fund	5,133,009	8,380,188	10,664,404	11,121,741
345	Technology and Equipment Fund	280,000	1,061,000	495,186	268,000
350	Capital Reserve Fund	-	169,999	-	-
Subtotal Capital Funds		\$ 5,427,679	\$ 9,834,162	\$ 11,159,590	\$ 11,389,741
402	Water Fund	\$ 10,028,387	\$ 21,362,965	\$ 30,176,636	\$ 20,738,920
426	Sewer Fund	10,622,450	13,008,948	14,120,007	13,678,876
432	Storm Water Fund	2,372,460	3,382,231	3,192,949	3,676,021
Subtotal Enterprise Funds		\$ 23,023,298	\$ 37,754,144	\$ 47,489,592	\$ 38,093,817
503	Equipment Rental Fund	\$ 2,546,570	\$ 2,497,469	\$ 2,180,484	\$ 1,935,631
520	Computer Equipment Fund	1,297,669	1,388,593	1,410,061	1,558,736
Subtotal Internal Service Funds		\$ 3,844,239	\$ 3,886,062	\$ 3,590,545	\$ 3,494,367
606	Firefighters Pension Fund	\$ 164,095	\$ 168,210	\$ 100,000	\$ 103,000
Subtotal Trust Funds		\$ 164,095	\$ 168,210	\$ 100,000	\$ 103,000
TOTAL REVENUES		\$ 79,896,292	\$ 101,786,239	\$ 107,944,272	\$ 103,774,627

Recap by Fund

Comparative Actual and Budgeted Expenditures Summary for All Funds 2021–2024

Fund No.	Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
001	General Fund	\$ 31,380,027	\$ 35,325,977	\$ 34,796,307	\$ 36,220,358
037	Self Insurance Fund	55,000	10,000	10,000	10,000
061	Youth Service Endowment Fund	-	289,469	-	-
Subtotal General Purpose Funds		\$ 31,435,027	\$ 35,625,446	\$ 34,806,307	\$ 36,230,358
104	Street Fund	\$ 3,845,628	\$ 5,568,002	\$ 5,136,091	\$ 9,658,917
130	Contingency Fund	-	-	-	-
140	1% For the Arts Fund	29,211	15,000	15,000	15,000
160	Youth and Family Services Fund	2,386,100	3,404,995	3,325,282	3,368,606
170	ARPA Fund	126,274	2,318,130	1,983,672	1,259,017
Subtotal Special Revenue Funds		\$ 6,387,212	\$ 11,306,127	\$ 10,460,045	\$ 14,301,540
208	Bond Redemption (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	847,200	234,100	142,800	-
Subtotal Debt Service Funds		\$ 847,200	\$ 234,100	\$ 142,800	\$ -
342	Town Center Parking Facilities	\$ 14,670	\$ 222,975	\$ -	\$ -
343	Capital Improvement Fund	1,873,450	8,380,188	10,664,404	11,121,741
345	Technology and Equipment Fund	110,318	1,044,740	495,186	145,250
350	Capital Reserve Fund	-	169,999	-	-
Subtotal Capital Project Funds		\$ 1,998,437	\$ 9,817,902	\$ 11,159,590	\$ 11,266,991
402	Water Fund	\$ 8,238,807	\$ 21,362,965	\$ 22,052,286	\$ 20,738,920
426	Sewer Fund	8,987,816	13,008,948	14,120,007	13,678,876
432	Storm Water Fund	2,372,460	3,382,231	3,192,949	3,676,021
Subtotal Enterprise Funds		\$ 19,599,084	\$ 37,754,144	\$ 39,365,242	\$ 38,093,817
503	Equipment Rental Fund	\$ 1,616,745	\$ 2,111,404	\$ 1,610,914	\$ 1,377,116
520	Computer Equipment Fund	918,273	1,258,414	1,155,078	1,316,488
Subtotal Internal Service Funds		\$ 2,535,018	\$ 3,369,818	\$ 2,765,992	\$ 2,693,604
606	Firefighters Pension Fund	\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000
Subtotal Trust Funds		\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000
TOTAL EXPENDITURES		\$ 62,890,752	\$ 98,202,037	\$ 98,799,975	\$ 102,689,310

GENERAL PURPOSE FUNDS

GENERAL FUND – 001

The General Fund is the City’s largest fund and accounts for most of the City’s “general purpose” revenues and “general government” (non-utility) operations.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 2,587,652	\$ 3,683,093	\$ 1,385,470	\$ 2,495,149	-62.4%	80.1%
Property Tax	12,916,753	13,247,157	13,509,262	13,726,032	2.0%	1.6%
Sales Tax	6,099,727	5,773,061	5,599,869	5,599,869	-3.0%	0.0%
Business & Utility Taxes	5,594,693	5,704,010	5,154,084	5,048,595	-9.6%	-2.0%
State Shared Revenues	1,446,123	1,550,926	1,570,068	1,603,017	1.2%	2.1%
Utility & CIP Overhead	905,984	839,724	1,055,857	1,105,166	25.7%	4.7%
EMS Revenues	1,458,172	1,707,400	1,777,907	1,850,872	4.1%	4.1%
Licenses and Permits	3,349,014	3,012,445	2,967,731	2,924,101	-1.5%	-1.5%
General Government	275,964	251,600	251,433	250,333	-0.1%	-0.4%
Recreation Programs	388,760	912,902	1,338,503	1,413,501	46.6%	5.6%
District Court Fines	192,701	159,418	175,359	192,895	10.0%	10.0%
Interest	4,850	10,700	10,764	10,828	0.6%	0.6%
Interfund Transfers In	50,000	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ 35,270,393	\$ 36,852,436	\$ 34,796,307	\$ 36,220,358	-5.6%	4.1%
Not Budgeted						
Beginning Fund Balance (Reserved)	7,781,704	7,988,977	8,129,966	5,634,817	1.8%	-30.7%
TOTAL REVENUES	\$ 43,052,097	\$ 44,841,413	\$ 42,926,273	\$ 41,855,175	-4.3%	-2.5%
EXPENDITURES						
Budgeted						
Administrative Services	\$ 921,734	1,176,546	1,146,339	1,155,462	-2.6%	0.8%
City Attorney's Office	1,937,804	\$ 1,072,937	\$ 931,671	\$ 988,464	-13.2%	6.1%
City Council	54,376	162,875	54,727	55,404	-66.4%	1.2%
City Manager's Office	495,942	657,943	685,912	681,492	4.3%	-0.6%
Community Planning & Development	2,666,167	3,376,034	3,229,273	3,411,393	-4.3%	5.6%
Finance	855,817	1,154,317	1,333,731	1,410,476	15.5%	5.8%
Fire and EMS	7,013,850	7,424,060	7,526,847	7,898,317	1.4%	4.9%
Human Resources	718,072	888,124	822,303	861,493	-7.4%	4.8%
Intergovernmental	369,232	406,436	436,521	448,650	7.4%	2.8%
Municipal Court	442,849	484,370	519,208	549,259	7.2%	5.8%
Non-Departmental	3,030,091	3,803,640	2,402,696	2,210,054	-36.8%	-8.0%
Parks and Recreation	1,125,937	1,526,250	2,127,581	2,217,919	39.4%	4.2%
Police	7,292,406	8,152,376	8,459,228	8,978,307	3.8%	6.1%
Public Works	4,455,753	5,040,069	5,120,270	5,353,668	1.6%	4.6%
Total Budgeted Expenditures	\$ 31,380,027	\$ 35,325,977	\$ 34,796,307	\$ 36,220,358	-1.5%	4.1%
Not Budgeted						
Ending Fund Balance	11,672,070	9,515,436	8,129,966	5,634,817	-14.6%	-30.7%
TOTAL EXPENDITURES	\$ 43,052,097	\$ 44,841,413	\$ 42,926,273	\$ 41,855,175	-4.3%	-2.5%

Recap by Fund

General Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 15,371,022	\$ 17,438,011	\$ 18,020,757	\$ 19,124,156	3.3%	6.1%
Benefits	5,712,384	6,460,062	6,733,543	7,142,532	4.2%	6.1%
Contractual Services	3,693,376	3,868,037	3,280,315	3,385,500	-15.2%	3.2%
Other Services and Charges	5,883,244	6,510,767	6,414,514	6,220,992	-1.5%	-3.0%
Interfund Transfers	720,000	1,049,100	347,178	347,178	-66.9%	0.0%
Total Budgeted Expenditures	\$ 31,380,027	\$ 35,325,977	\$ 34,796,307	\$ 36,220,358	-1.5%	4.1%
Not Budgeted						
Ending Fund Balance	11,672,070	9,515,436	8,129,966	5,634,817	-14.6%	-30.7%
TOTAL EXPENDITURES	\$ 43,052,097	\$ 44,841,413	\$ 42,926,273	\$ 41,855,175	-4.3%	-2.5%

General Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 10,369,356	\$ 11,672,070	\$ 9,515,436	\$ 8,129,966
Plus Revenues	32,682,741	33,169,343	33,410,837	33,725,209
Less Expenditures	(31,380,027)	(35,325,977)	(34,796,307)	(36,220,358)
Ending Fund Balance	\$ 11,672,070	\$ 9,515,436	\$ 8,129,966	\$ 5,634,817
Consisting of:				
Compensated Absence Reserve	751,055	751,055	751,055	751,055
LEOFF1 Long Term Care Reserve	2,215,326	2,309,026	2,402,790	2,496,618
Inventory of Supplies	120,857	120,857	120,857	120,857
Law Enforcement & CJ	81,793	81,793	81,793	81,793
Petty Cash	1,500	1,500	1,500	1,500
Customer Deposits/Deferred Revenue	789,538	789,538	789,538	789,538
DSG Technology reserve	120,094	120,094	120,094	120,094
Appropriated for Expenditures Next Year	3,683,093	1,385,470	2,495,149	-
Unassigned	3,908,814	3,956,103	1,367,190	1,273,362
Ending Fund Balance	\$ 11,672,070	\$ 9,515,436	\$ 8,129,966	\$ 5,634,817

SELF-INSURANCE CLAIM RESERVE – 037

The Self-Insurance Claim Reserve Fund accounts for payments of deductibles (\$5,000 per claim) and insurance claims not covered under the City’s property insurance policy through the Washington Cities Insurance Authority (WCIA). Mercer Island Municipal Code section 4.40.130 sets the minimum balance of this fund at \$40,000. Any expenditures from this fund for physical loss to property would be reimbursed to the fund through insurance recoveries.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Insurance Recoveries	-	10,000	10,000	10,000	0.0%	0.0%
Total Budgeted Revenues	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0.0%	0.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	109,750	54,750	54,750	54,750	0.0%	0.0%
TOTAL REVENUES	\$ 109,750	\$ 64,750	\$ 64,750	\$ 64,750	0.0%	0.0%
EXPENDITURES						
Budgeted						
Repairs & Maintenance	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0.0%	0.0%
Interfund Transfer	55,000	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 55,000	\$ 10,000	\$ 10,000	\$ 10,000	0.0%	0.0%
Not Budgeted						
Ending Fund Balance	54,750	54,750	54,750	54,750	0.0%	0.0%
TOTAL EXPENDITURES	\$ 109,750	\$ 64,750	\$ 64,750	\$ 64,750	0.0%	0.0%

Self-Insurance Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 109,750	\$ 54,750	\$ 54,750	\$ 54,750
Plus Revenues	-	10,000	10,000	10,000
Less Expenditures	(55,000)	(10,000)	(10,000)	(10,000)
Ending Fund Balance	\$ 54,750	\$ 54,750	\$ 54,750	\$ 54,750
Consisting of:				
Self Insurance Reserve	54,750	54,750	54,750	54,750
Ending Fund Balance	\$ 54,750	\$ 54,750	\$ 54,750	\$ 54,750

Recap by Fund

YOUTH SERVICES ENDOWMENT – 061

The City established the Youth Services Endowment Fund as a long-term funding mechanism for the programs of the Youth and Family Services Department. Given the low investment earnings realized over the last ten years, on November 16, 2021 the City Council adopted Ordinance 21C-32, which dissolved the Endowment Fund. The remaining balance was transferred to the Youth and Family Services Fund to support an operating reserve.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 289,469	\$ -	\$ -	-100.0%	N/A
Interest	285	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ 285	\$ 289,469	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	289,184	-	-	-	N/A	N/A
TOTAL REVENUES	\$ 289,469	\$ 289,469	\$ -	\$ -	-100.0%	N/A
EXPENDITURES						
Budgeted						
Interfund Transfer - YFS Fund	\$ -	\$ 289,469	\$ -	\$ -	-100.0%	N/A
Total Budgeted Expenditures	\$ -	\$ 289,469	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Ending Fund Balance	289,469	-	-	-	N/A	N/A
TOTAL EXPENDITURES	\$ 289,469	\$ 289,469	\$ -	\$ -	-100.0%	N/A

Youth Services Endowment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 289,184	\$ 289,469	\$ -	\$ -
Plus Revenues	285	-	-	-
Less Expenditures	-	(289,469)	-	-
Ending Fund Balance	\$ 289,469	\$ -	\$ -	\$ -
Consisting of:				
Non-spendable Endowment Principal	285,856	-	-	-
Unreserved	3,613	-	-	-
Ending Fund Balance	\$ 289,469	\$ -	\$ -	\$ -

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The City of Mercer Island has five Special Revenue Funds: City Street Fund, Contingency Fund, 1% for the Arts Fund, Youth & Family Services Fund, and the ARPA Fund.

STREET FUND – 104

The Street Fund is a restricted fund that accounts for revenues and expenditures for street maintenance, preservation, and construction. Major sources of revenue include Real Estate Excise Tax (REET), Fuel Tax, and Federal and State Grants. The Transportation Improvement Plan (TIP) determines the annual expenditures for street and pedestrian facility improvements. For additional detail on the TIP see the Capital Improvement Program section of the budget.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 1,487,081	\$ -	\$ 3,660,909	-100.0%	N/A
Real Estate Excise Tax	3,480,820	2,057,739	1,954,852	1,857,109	-5.0%	-5.0%
Motor Vehicle Fuel Tax	514,453	463,400	493,812	499,502	6.6%	1.2%
General Govt / Grants / Fines	247,210	308,539	1,918,920	2,683,397	521.9%	39.8%
Vehicle Excise Tax	374,159	375,000	375,000	375,000	0.0%	0.0%
Interfund Transfers In	329,167	876,243	428,000	583,000	-51.2%	36.2%
Total Budgeted Revenues	\$ 4,945,810	\$ 5,568,002	\$ 5,170,584	\$ 9,658,917	-7.1%	86.8%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,114,155	4,727,256	4,727,256	1,100,840	0.0%	-76.7%
TOTAL REVENUES	\$10,059,965	\$10,295,258	\$ 9,897,840	\$10,759,757	-3.9%	8.7%
EXPENDITURES						
Budgeted						
Street and Right of Way Maintenance	\$ 401,998	\$ 457,584	\$ 481,332	\$ 501,035	5.2%	4.1%
Transportation Project Management	268,433	286,480	298,259	315,527	4.1%	5.8%
Transportation Improvement Program	3,172,338	4,745,938	3,898,500	5,545,355	-17.9%	42.2%
Interfund Transfer - to CIP	2,859	78,000	458,000	3,297,000	487.2%	619.9%
Total Budgeted Expenditures	\$ 3,845,628	\$ 5,568,002	\$ 5,136,091	\$ 9,658,917	-7.8%	88.1%
Not Budgeted						
Ending Fund Balance	6,214,337	4,727,256	4,761,749	1,100,840	0.7%	-76.9%
TOTAL EXPENDITURES	\$10,059,965	\$10,295,258	\$ 9,897,840	\$10,759,757	-3.9%	8.7%

Recap by Fund

Street Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 315,271	\$ 329,642	\$ 349,384	\$ 370,287	6.0%	6.0%
Benefits	119,491	128,810	129,889	139,477	0.8%	7.4%
Supplies	20,034	11,200	22,570	22,570	101.5%	0.0%
Other Services and Charges	215,635	274,412	277,748	284,228	1%	2.3%
Capital Program	3,172,338	4,745,938	3,898,500	5,545,355	-17.9%	42.2%
Interfund Transfers	2,859	78,000	458,000	3,297,000	487.2%	619.9%
Total Budgeted Expenditures	\$ 3,845,628	\$ 5,568,002	\$ 5,136,091	\$ 9,658,917	-7.8%	88.1%
Not Budgeted						
Ending Fund Balance	6,214,337	4,727,256	4,761,749	1,100,840	0.7%	-76.9%
TOTAL EXPENDITURES	\$ 10,059,965	\$ 10,295,258	\$ 9,897,840	\$ 10,759,757	-3.9%	8.7%

Street Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 5,114,155	\$ 6,214,337	\$ 4,727,256	\$ 4,761,749
Plus Revenues	4,945,810	4,080,921	5,170,584	5,998,008
Less Expenditures	(3,845,628)	(5,568,002)	(5,136,091)	(9,658,917)
Ending Fund Balance	\$ 6,214,337	\$ 4,727,256	\$ 4,761,749	\$ 1,100,840
Consisting of:				
Town Center street (north) reserve	99,684	99,684	99,684	99,684
Appropriated for Expenditures Next Year	1,487,081	-	3,660,909	-
Operating Fund Balance Minimum	87,000	87,000	87,000	87,000
Transportation Impact Fees	511,373	549,927	609,927	669,927
Unreserved	4,029,199	3,990,645	304,229	244,229
Ending Fund Balance	\$ 6,214,337	\$ 4,727,256	\$ 4,761,749	\$ 1,100,840

CONTINGENCY FUND – 130

The Contingency Fund accounts for resources that can only be used to address one of the following unanticipated situations in the General Fund or other general government operating fund: 1) a significant revenue shortfall; 2) a significant, non-recurring, expenditure; and 3) a significant increase in service delivery costs. As part of the 2019-2020 budget process, the City Council increased the target funding level from 10% to 12.5% (which equals 1.5 months) of General Fund budgeted expenditures, capped by state law at 37.5 cents per \$1,000 of the City's total assessed valuation.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Interest	32,246	150,000	150,900	151,805	0.6%	0.6%
Total Budgeted Revenues	\$ 32,246	\$ 150,000	\$ 150,900	\$ 151,805	0.6%	0.6%
Not Budgeted						
Beginning Fund Balance (Reserved)	3,849,913	3,882,159	4,032,159	4,183,059	3.9%	3.7%
TOTAL REVENUES	\$ 3,882,159	\$ 4,032,159	\$ 4,183,059	\$ 4,334,864	3.7%	3.6%
EXPENDITURE						
Budgeted						
Interfund Transfers - General Fund	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Total Budgeted Expenditures	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Not Budgeted						
Ending Fund Balance	3,882,159	4,032,159	4,183,059	4,334,864	3.7%	3.6%
TOTAL EXPENDITURES	\$ 3,882,159	\$ 4,032,159	\$ 4,183,059	\$ 4,334,864	3.7%	3.6%

Contingency Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 3,849,913	\$ 3,882,159	\$ 4,032,159	\$ 4,183,059
Plus Revenues	32,246	150,000	150,900	151,805
Less Expenditures	-	-	-	-
Ending Fund Balance	\$ 3,882,159	\$ 4,032,159	\$ 4,183,059	\$ 4,334,864
Consisting of:				
Reserve at 12.5% of General Fund Expenditures	3,922,503	4,415,747	4,349,538	4,527,545
Contingency Reserve (Under)/Over Policy	(40,344)	(383,588)	(166,479)	(192,681)
Ending Fund Balance	\$ 3,882,159	\$ 4,032,159	\$ 4,183,059	\$ 4,334,864

Recap by Fund

1% FOR THE ARTS FUND – 140

The 1% For the Arts Fund accounts for the 1% contribution from Capital Improvement Program (CIP) projects, excluding utilities, technology, and equipment. As stated in MICC 4.40.200 funds accumulated in the 1% for Arts Fund are restricted to 1) the selection, acquisition, and installation or display of original works of visual art; 2) repairs and maintenance of public art acquired with 1%-for-the-arts funds; and 3) other project-specific expenses of selection and acquisition; provided, that no part of the funds shall be used to pay administrative staffing expenses of the program.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
One Percent for Arts	13,314	17,000	25,000	25,000	47.1%	0.0%
Insurance Proceeds	12,000	-	-	-	N/A	N/A
Interfund Transfers In	5,000	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ 30,314	\$ 17,000	\$ 25,000	\$ 25,000	47.1%	0.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	157,833	158,936	160,936	170,936	1.3%	6.2%
TOTAL REVENUES	\$ 188,147	\$ 175,936	\$ 185,936	\$ 195,936	5.7%	5.4%
EXPENDITURES						
Budgeted						
Public Art Maintenance	\$ 29,211	\$ 15,000	\$ 15,000	\$ 15,000	0.0%	0.0%
Total Budgeted Expenditures	\$ 29,211	\$ 15,000	\$ 15,000	\$ 15,000	0.0%	0.0%
Not Budgeted						
Ending Fund Balance	158,936	160,936	170,936	180,936	6.2%	5.9%
TOTAL EXPENDITURES	\$ 188,147	\$ 175,936	\$ 185,936	\$ 195,936	5.7%	5.4%

1% for the Arts Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 157,833	\$ 158,936	\$ 160,936	\$ 170,936
Plus Revenues	30,314	17,000	25,000	25,000
Less Expenditures	(29,211)	(15,000)	(15,000)	(15,000)
Ending Fund Balance	\$ 158,936	\$ 160,936	\$ 170,936	\$ 180,936
Consisting of:				
Funding for Expenditures Next Year	-	-	-	-
Art in public places reserve	158,936	160,936	170,936	180,936
Ending Fund Balance	\$ 158,936	\$ 160,936	\$ 170,936	\$ 180,936

YOUTH & FAMILY SERVICES FUND – 160

The Youth & Family Services Fund was created to account for all revenues and expenditures directly related to the Youth & Family Services (YFS) Department. These programs include the Thrift Shop operations, Individual & Family Counseling, Senior Services, Emergency Assistance, and the School-Based Services program. YFS is largely supported by donations, grants, and the MIYFS Foundation.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 114,609	\$ 50,000	\$ -	-56.4%	-100.0%
Federal, State & Local Grants	214,027	203,057	75,500	75,500	-62.8%	0.0%
School Counselor Program Support	60,000	60,000	60,000	60,000	0.0%	0.0%
Thrift Shop	610,200	1,424,056	1,566,462	1,723,108	10.0%	10.0%
Program Fees & Donations	99,322	91,100	90,200	90,200	-1.0%	0.0%
Emergency Assistance Program Support	187,430	85,200	161,718	161,718	89.8%	0.0%
MIYFS Foundation Support	1,012,400	515,000	300,000	300,000	-41.7%	0.0%
Healthy Youth Initiative Grants	354,695	348,600	350,000	225,000	0.4%	-35.7%
YFS Endowment Contribution	-	289,469	-	-	-100.0%	N/A
One Time Funding (General Fund)	100,000	-	-	-	N/A	N/A
Interfund Transfer - ARPA Funding	-	273,904	671,402	733,080	145.1%	9.2%
Total Budgeted Revenues	\$ 2,638,075	\$ 3,404,995	\$ 3,325,282	\$ 3,368,606	-2.3%	1.3%
Not Budgeted						
Beginning Fund Balance (Reserved)	355,029	492,395	442,395	442,395	-10.2%	0.0%
TOTAL REVENUES	\$ 2,993,104	\$ 3,897,390	\$ 3,767,677	\$ 3,811,001	-3.3%	1.1%
EXPENDITURES						
Budgeted						
YFS Administration	\$ 221,335	\$ 315,103	\$ 355,025	\$ 432,258	12.7%	21.8%
Thrift Shop	504,811	1,287,166	1,114,129	1,171,951	-13.4%	5.2%
School Counselor Program	611,843	731,600	804,259	755,623	9.9%	-6.0%
Senior Outreach	49,559	55,379	56,734	60,311	2.4%	6.3%
Family Counseling	297,373	328,988	341,696	363,019	3.9%	6.2%
Emergency Assistance & Food Pantry	346,120	338,159	326,443	333,910	-3.5%	2.3%
Healthy Youth Initiative Grants	355,058	348,600	326,996	251,534	-6.2%	-23.1%
Interfund Transfers	-	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 2,386,100	\$ 3,404,995	\$ 3,325,282	\$ 3,368,606	-2.3%	1.3%
Not Budgeted						
Ending Fund Balance	607,004	492,395	442,395	442,395	-10.2%	0.0%
TOTAL EXPENDITURES	\$ 2,993,104	\$ 3,897,390	\$ 3,767,677	\$ 3,811,001	-3.3%	1.1%

Recap by Fund

YFS Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 1,302,993	\$ 1,865,843	\$ 1,785,602	\$ 1,825,492	-4.3%	2.2%
Benefits	451,142	836,248	825,686	852,957	-1.3%	3.3%
Contractual Services	196,190	209,798	262,537	235,393	25.1%	-10.3%
Other Services and Charges	1,335,774	493,106	451,457	454,764	-8.4%	0.7%
Interfund Transfers	-	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 3,286,100	\$ 3,404,995	\$ 3,325,282	\$ 3,368,606	-2.3%	1.3%
Not Budgeted						
Ending Fund Balance	607,004	492,395	442,395	442,395	-10.2%	0.0%
TOTAL EXPENDITURES	\$ 3,893,104	\$ 3,897,390	\$ 3,767,677	\$ 3,811,001	-3.3%	1.1%

YFS Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 355,029	\$ 607,004	\$ 492,395	\$ 442,395
Plus Revenues	2,638,075	3,290,386	3,275,282	3,368,606
Less Expenditures	(2,386,100)	(3,404,995)	(3,325,282)	(3,368,606)
Ending Fund Balance	\$ 607,004	\$ 492,395	\$ 442,395	\$ 442,395
Consisting of:				
Emergency Assistance & Food Pantry	152,926	152,926	152,926	152,926
Operating Fund Balance Minimum	-	289,469	289,469	289,469
Funding for Expenditures Next Year	114,609	50,000	-	-
Unreserved	339,469	(0)	(0)	(0)
Ending Fund Balance	\$ 607,004	\$ 492,395	\$ 442,395	\$ 442,395

AMERICAN RESCUE PLAN ACT (ARPA) FUND – 170

The American Rescue Plan Act (ARPA) is a Federal economic stimulus package that was signed into law on March 11, 2021, in response to the economic and public safety impacts of the COVID-19 pandemic. The ARPA fund was established to account for qualified expenditures funded by ARPA dollars.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
RESOURCES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ 1,983,672	\$ 1,259,017	N/A	-36.5%
ARPA Distribution	3,617,660	3,617,659	-	-	-100.0%	N/A
Total Budgeted Resources	\$ 3,617,660	\$ 3,617,659	\$ 1,983,672	\$ 1,259,017	-45.2%	-36.5%
Not Budgeted						
Beginning Fund Balance (Reserved)	-	3,491,386	2,807,243	1,548,226	-19.6%	-44.8%
TOTAL RESOURCES	\$ 3,617,660	\$ 7,109,045	\$ 4,790,915	\$ 2,807,243	-32.6%	-41.4%
USES						
Budgeted						
Legal Impacts	\$ 4,481	\$ 75,519	\$ 26,000	\$ 26,500	-65.6%	1.9%
CSLFR Program Administration	-	101,500	72,688	77,319	-28.4%	6.4%
Utility Relief Grant Assistance	-	164,000	-	-	-100.0%	N/A
Recreation Program Restart	-	416,000	-	-	-100.0%	N/A
Parks Deferred Maintenance	121,793	78,207	-	-	-100.0%	N/A
Pandemic Response	-	25,000	-	-	-100.0%	N/A
Capital Program	-	1,184,000	1,213,582	422,118	2.5%	-65.2%
Fund Transfer - Youth & Family Svc	-	273,904	671,402	733,080	145.1%	9.2%
Total Budgeted Expenditures	\$ 126,274	\$ 2,318,130	\$ 1,983,672	\$ 1,259,017	-14.4%	-36.5%
Not Budgeted						
Ending Fund Balance	3,491,386	4,790,915	2,807,243	1,548,226	-41.4%	-44.8%
TOTAL USES	\$ 3,617,660	\$ 7,109,045	\$ 4,790,915	\$ 2,807,243	-32.6%	-41.4%

Recap by Fund

ARPA Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
USES						
Budgeted						
Salaries and Wages	\$ 25,802	\$ 385,000	\$ 52,331	\$ 55,471	-86.4%	6.0%
Benefits	5,746	132,500	20,357	21,848	-84.6%	7.3%
Supplies	-	25,000	-	-	-100.0%	N/A
Contractual Services	94,725	128,726	26,000	26,500	-79.8%	1.9%
Utilities & Insurance	-	164,000	-	-	-100.0%	N/A
Other Services and Charges	-	25,000	-	-	-100.0%	N/A
Capital Program	-	1,184,000	1,213,582	422,118	2.5%	-65.2%
Interfund Transfer-YFS Fund	-	273,904	671,402	733,080	145.1%	9.2%
Total Budgeted Expenditures	\$ 126,274	\$ 2,318,130	\$ 1,983,672	\$ 1,259,017	-14.4%	-36.5%
Not Budgeted						
Ending Fund Balance	3,491,386	4,790,915	2,807,243	1,548,226	-41.4%	-44.8%
TOTAL USES	\$ 3,617,660	\$ 7,109,045	\$ 4,790,915	\$ 2,807,243	-32.6%	-41.4%

ARPA Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ -	\$ 3,491,386	\$ 4,790,915	\$ 2,807,243
Plus Revenues	3,617,660	3,617,659	-	-
Less Expenditures	(126,274)	(2,318,130)	(1,983,672)	(1,259,017)
Ending Fund Balance	\$3,491,386	\$ 4,790,915	\$ 2,807,243	\$ 1,548,226
Consisting of:				
Funding for Expenditures Next Year	-	1,983,672	1,259,017	-
Unreserved	3,491,386	2,807,243	1,548,226	1,548,226
Ending Fund Balance	\$3,491,386	\$ 4,790,915	\$ 2,807,243	\$ 1,548,226

DEBT SERVICE FUNDS

Debt Service Funds account for the accumulation of resources for the payment of principal and interest on general obligation bonds. General obligation bonds are those for which the full faith and credit of the City are pledged. They are payable from property taxes. The City of Mercer Island has two Debt Service Funds: Bond Redemption Fund – Voted, and Bond Redemption Fund – Non-Voted.

BOND REDEMPTION FUND (VOTED) – 208

This fund accounts for “excess” (i.e., voted bond) property tax levies that are dedicated to paying the debt service (i.e., principal and interest) on unlimited tax general obligation (UTGO) bonds. The City currently has no outstanding UTGO Bonds.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	Percent Change 22-23 23-24	
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Total Budgeted Revenues	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	18,943	18,943	18,943	18,943	0.0%	0.0%
TOTAL REVENUES	\$ 18,943	\$ 18,943	\$ 18,943	\$ 18,943	0.0%	0.0%
EXPENDITURES						
Budgeted						
Principal - Voted	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Interest - Voted	-	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Not Budgeted						
Ending Fund Balance	18,943	18,943	18,943	18,943	0.0%	0.0%
TOTAL EXPENDITURES	\$ 18,943	\$ 18,943	\$ 18,943	\$ 18,943	0.0%	0.0%

Bond Redemption Fund (Voted): Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Beginning Fund Balance	\$ 18,943	\$ 18,943	\$ 18,943	\$ 18,943
Plus Revenues	-	-	-	-
Less Expenditures	-	-	-	-
Ending Fund Balance	\$ 18,943	\$ 18,943	\$ 18,943	\$ 18,943
Consisting of:				
Funding for Expenditures Next Year	-	-	-	-
Debt Service Reserve	18,943	18,943	18,943	18,943
Ending Fund Balance	\$ 18,943	\$ 18,943	\$ 18,943	\$ 18,943

Recap by Fund

BOND REDEMPTION FUND (NON-VOTED) – 239

This fund accounts for revenues that are dedicated to paying the debt service (i.e., principal and interest) on limited (i.e., non-voted) general obligation (LTGO) bonds. The City currently has one general government LTGO bond issuance outstanding.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUE						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Property Tax-Lid Lift	617,100	-	-	-	N/A	N/A
Interfund Transfer In	230,100	234,100	142,800	-	-39.0%	-100.0%
Total Budgeted Revenues	\$ 847,200	\$ 234,100	\$ 142,800	\$ -	-39.0%	-100.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,038	5,038	5,038	5,038	0.0%	0.0%
TOTAL REVENUES	\$ 852,238	\$ 239,138	\$ 147,838	\$ 5,038	-38.2%	-96.6%
EXPENDITURES						
Budgeted						
Debt Payments						
MICEC Building	\$ 138,100	\$ 140,500	\$ 142,800	\$ -	1.6%	-100.0%
South Mercer Playfields	92,000	93,600	-	-	-100.0%	N/A
Fire Station 92	617,100	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 847,200	\$ 234,100	\$ 142,800	\$ -	-39.0%	-100.0%
Not Budgeted						
Ending Fund Balance	5,038	5,038	5,038	5,038	0.0%	0.0%
TOTAL EXPENDITURES	\$ 852,238	\$ 239,138	\$ 147,838	\$ 5,038	-38.2%	-96.6%

Bond Redemption Fund (Non-voted): Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 5,038	\$ 5,038	\$ 5,038	\$ 5,038
Plus Revenues	847,200	234,100	142,800	-
Less Expenditures	(847,200)	(234,100)	(142,800)	-
Ending Fund Balance	\$ 5,038	\$ 5,038	\$ 5,038	\$ 5,038
Consisting of:				
Debt Service Reserve	5,038	5,038	5,038	5,038
Ending Fund Balance	\$ 5,038	\$ 5,038	\$ 5,038	\$ 5,038

CAPITAL PROJECT FUNDS

Capital Project Funds include financial resources for the acquisition or construction of capital facilities other than those financed by Enterprise or Internal Service Funds. The City of Mercer Island has four Capital Project Funds: Town Center Parking Facilities Fund, Capital Improvement Fund, Technology & Equipment Fund, and Capital Reserve Fund.

TOWN CENTER PARKING FACILITIES FUND – 342

The Town Center Parking Facilities Fund accounts for revenues and expenditures associated with purchasing or constructing parking facilities in the Town Center.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 14,670	\$ 222,975	\$ -	\$ -	-100.0%	N/A
Interfund Transfers	-	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ 14,670	\$ 222,975	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	714,717	491,742	491,742	491,742	0.0%	0.0%
TOTAL REVENUES	\$ 729,387	\$ 714,717	\$ 491,742	\$ 491,742	-31.2%	0.0%
EXPENDITURES						
Budgeted						
Town Center Parking	\$ 14,670	\$ 222,975	\$ -	\$ -	-100.0%	N/A
Total Budgeted Expenditures	\$ 14,670	\$ 222,975	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Ending Fund Balance	714,717	491,742	491,742	491,742	0.0%	0.0%
TOTAL EXPENDITURES	\$ 729,387	\$ 714,717	\$ 491,742	\$ 491,742	-31.2%	0.0%

Town Center Parking Facilities Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 729,387	\$ 714,717	\$ 491,742	\$ 491,742
Plus Revenues	-	-	-	-
Less Expenditures	(14,670)	(222,975)	-	-
Ending Fund Balance	\$ 714,717	\$ 491,742	\$ 491,742	\$ 491,742
Consisting of:				
Funding for Expenditures Next Year	358,875	-	-	-
Unreserved	355,842	491,742	491,742	491,742
Ending Fund Balance	\$ 714,717	\$ 491,742	\$ 491,742	\$ 491,742

Recap by Fund

CAPITAL IMPROVEMENT FUND – 343

The Capital Improvement Fund accounts for revenues that can only be spent on the following types of general government capital projects: parks, open spaces, and buildings. The projects planned for 2021 and 2024 are described in detail in the Capital Improvement Program.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUE						
Budgeted						
Beginning Fund Balance	\$ -	\$ 3,803,313	\$ 3,004,899	\$ 192,453	-21.0%	-93.6%
Property Tax	454,009	471,662	1,096,018	1,104,957	132.4%	0.8%
Real Estate Excise Tax	4,257,820	2,515,014	2,389,264	2,269,800	-5.0%	-5.0%
General Govt / Grants / Fines	397,644	1,371,400	1,797,300	3,663,605	31.1%	103.8%
Sound Transit Mitigation	-	-	250,000	-	N/A	-100.0%
REET 2 Reserves - Transfer from Streets	-	-	458,000	3,297,000	N/A	619.9%
Interfund Transfer - ARPA Funding	-	-	1,213,582	422,118	N/A	619.9%
Interfund Transfers - Utility Funds	23,535	218,799	455,341	171,808	108.1%	-62.3%
Total Budgeted Revenues	\$ 5,133,009	\$ 8,380,188	\$ 10,664,404	\$ 11,121,741	27.3%	4.3%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,310,163	4,766,409	1,761,510	1,569,057	-63.0%	-10.9%
TOTAL REVENUES	\$ 10,443,172	\$ 13,146,597	\$ 12,425,914	\$ 12,690,798	-5.5%	2.1%
EXPENDITURES						
Budgeted						
Capital Improvement Program	\$ 1,431,828	\$ 7,985,455	\$ 10,185,654	\$ 10,766,535	27.6%	5.7%
Project Management Expenses	303,521	254,233	335,950	355,206	32.1%	5.7%
Debt Service CCMV	138,100	140,500	142,800	-	1.6%	-100.0%
Total Budgeted Expenditures	\$ 1,873,450	\$ 8,380,188	\$ 10,664,404	\$ 11,121,741	27.3%	4.3%
Not Budgeted						
Ending Fund Balance	8,569,722	4,766,409	1,761,510	1,569,057	-63.0%	-10.9%
TOTAL EXPENDITURES	\$ 10,443,172	\$ 13,146,597	\$ 12,425,914	\$ 12,690,798	-5.5%	2.1%

Capital Improvement Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Beginning Fund Balance	\$ 5,310,163	\$ 8,569,722	\$ 4,766,409	\$ 1,761,510
Plus Revenues	5,133,009	4,576,875	7,659,505	10,929,288
Less Expenditures	(1,873,450)	(8,380,188)	(10,664,404)	(11,121,741)
Ending Fund Balance	\$ 8,569,722	\$ 4,766,409	\$ 1,761,510	\$ 1,569,057
Consisting of:				
RCO Property sale proceeds	28,400	28,400	28,400	28,400
Freeman Landing Reserve	329,891	329,891	329,891	329,891
King Count Parks Levy reserve	459,377	-	-	-
Parks Impact Fee reserve	189,001	189,001	189,001	189,001
All Weather Field Repl Reserve	887,282	602,362	402,362	602,362
Operating Fund Balance Minimum	114,000	114,000	114,000	114,000
Unreserved	6,561,771	3,502,755	697,856	305,403
Ending Fund Balance	\$ 8,569,722	\$ 4,766,409	\$ 1,761,510	\$ 1,569,057

Recap by Fund

TECHNOLOGY & EQUIPMENT FUND – 345

The Technology & Equipment Fund accounts for general government capital investments in technology software, furnishings, and equipment. An interfund transfer from the General Fund is the main revenue source for this Fund. Other Funds may contribute resources for specific projects when shared by multiple operating departments. The projects planned for 2021 through 2024 are described in detail in the Capital Improvement Program.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ 227,186	\$ -	N/A	-100.0%
Interfund Transfers	280,000	1,061,000	268,000	268,000	-74.7%	0.0%
Total Budgeted Revenues	\$ 280,000	\$ 1,061,000	\$ 495,186	\$ 268,000	-53.3%	-45.9%
Not Budgeted						
Beginning Fund Balance (Reserved)	591,984	761,666	550,740	550,740	-27.7%	0.0%
TOTAL REVENUES	\$ 871,984	\$ 1,822,666	\$ 1,045,926	\$ 818,740	-42.6%	-21.7%
EXPENDITURES						
Budgeted						
Technology Improvements	\$ 82,703	\$ 951,356	\$ 293,500	\$ 45,750	-69.1%	-84.4%
Fire Equipment	27,615	52,384	143,686	41,500	174.3%	-71.1%
MICEC Equipment	-	41,000	58,000	58,000	41.5%	0.0%
Total Budgeted Expenditures	\$ 110,318	\$ 1,044,740	\$ 495,186	\$ 145,250	-52.6%	-70.7%
Not Budgeted						
Ending Fund Balance	761,666	777,926	550,740	673,490	-29.2%	22.3%
TOTAL EXPENDITURES	\$ 871,984	\$ 1,822,666	\$ 1,045,926	\$ 818,740	-42.6%	-21.7%

Technology & Equipment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Beginning Fund Balance	\$ 591,984	\$ 761,666	\$ 777,926	\$ 550,740
Plus Revenues	280,000	1,061,000	268,000	268,000
Less Expenditures	(110,318)	(1,044,740)	(495,186)	(145,250)
Ending Fund Balance	\$ 761,666	\$ 777,926	\$ 550,740	\$ 673,490
Consisting of:				
Federal and State seizure funds	41,345	41,345	41,345	41,345
MICEC Equipment Replacement Reserve	143,504	142,504	124,504	106,504
Police In-car Cameral Replacement Reserve	37,710	49,710	61,710	73,710
Funding for Expenditures Next Year	-	227,186	-	-
Unreserved	539,107	317,181	323,181	451,931
Ending Fund Balance	\$ 761,666	\$ 777,926	\$ 550,740	\$ 673,490

Recap by Fund

CAPITAL RESERVE FUND – 350

The Capital Reserve Fund was established to accounts for resources accumulated to cover unanticipated capital project costs and provide “bridge” funding when there is a downturn real estate excise tax funding. As part of the financial management policies the Council elected to close the Capital Reserve Fund, transferring the remaining balance to the Capital Improvement Fund.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 169,999	\$ -	\$ -	-100.0%	N/A
Interfund Transfer	-	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ -	\$ 169,999	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	169,999	-	-	-	N/A	N/A
TOTAL REVENUES	\$ 169,999	\$ 169,999	\$ -	\$ -	-100.0%	N/A
EXPENDITURES						
Budgeted						
Transfer to CIP Fund	\$ -	\$ 169,999	\$ -	\$ -	-100.0%	N/A
Total Budgeted Expenditures	\$ -	\$ 169,999	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Ending Fund Balance	169,999	-	-	-	N/A	N/A
TOTAL EXPENDITURES	\$ 169,999	\$ 169,999	\$ -	\$ -	-100.0%	N/A

Capital Reserve Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 169,999	\$ 169,999	\$ -	\$ -
Plus Revenues	-	-	-	-
Less Expenditures	-	(169,999)	-	-
Ending Fund Balance	\$ 169,999	\$ -	\$ -	\$ -
Consisting of:				
Unreserved	169,999	-	-	-
Ending Fund Balance	\$ 169,999	\$ -	\$ -	\$ -

ENTERPRISE FUNDS

Enterprise Funds account for government activities that are financed and operated in a manner similar to private business. Costs of providing services to the community are primarily financed by user fees. The City of Mercer Island has three Enterprise Funds: Water Fund, Sewer Fund, and Stormwater Fund.

WATER FUND – 402

The Water Fund, which encompasses the City's water utility, accounts for all activities (i.e., administration, operations, maintenance, and capital investment) related to the provision of water services to the City's residential, commercial, and public customers.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 11,248,402	\$ -	\$ 8,955,729	-100.0%	N/A
Sales to Customers	9,974,136	9,999,563	10,799,528	11,663,490	8.0%	8.0%
Proceeds of Debt Issuance	-	-	19,259,798	-	N/A	-100.0%
Interest Earnings	21,120	86,000	86,860	87,729	1.0%	1.0%
Other Services and Charges	33,131	29,000	30,450	31,973	5.0%	5.0%
Total Budgeted Revenues	\$ 10,028,387	\$ 21,362,965	\$ 30,176,636	\$ 20,738,920	41.3%	-31.3%
Not Budgeted						
Beginning Fund Balance (Reserved)	18,158,244	8,699,422	8,699,422	7,868,043	0.0%	-9.6%
TOTAL REVENUES	\$ 28,186,631	\$ 30,062,387	\$ 38,876,058	\$ 28,606,963	29.3%	-26.4%
EXPENDITURES						
Budgeted						
Maintenance and Operations	\$ 2,758,053	\$ 3,190,536	\$ 3,670,109	\$ 3,721,698	15.0%	1.4%
Water Purchased for Resale	2,222,931	2,415,000	2,350,751	2,468,288	-2.7%	5.0%
Debt Service	108,616	107,250	1,579,873	1,581,973	1373.1%	0.1%
City Administration	274,487	250,261	379,839	396,770	51.8%	4.5%
Water System Improvements (CIP)	2,548,867	14,597,227	13,368,916	11,967,000	-8.4%	-10.5%
CIP Project Overhead	153,718	223,687	316,683	305,064	41.6%	-3.7%
Interfund Transfer - CIP	172,136	579,004	386,115	298,127	-33.3%	-22.8%
Total Budgeted Expenditures	\$ 8,238,807	\$ 21,362,965	\$ 22,052,286	\$ 20,738,920	3.2%	-6.0%
Not Budgeted						
Ending Fund Balance	19,947,824	8,699,422	16,823,772	7,868,043	93.4%	-53.2%
TOTAL EXPENDITURES	\$ 28,186,631	\$ 30,062,387	\$ 38,876,058	\$ 28,606,963	29.3%	-26.4%

Recap by Fund

Water Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 917,173	\$ 1,150,290	\$ 1,191,261	\$ 1,279,424	3.6%	7.4%
Benefits	439,531	502,832	517,013	558,351	2.8%	8.0%
Water Purchased for Resale	2,222,931	2,415,000	2,350,751	2,468,288	-2.7%	5.0%
Other Services and Charges	1,784,451	1,894,925	3,921,547	3,862,666	106.9%	-1.5%
Water System Improvements (CIP)	2,548,867	14,597,227	13,368,916	11,967,000	-8.4%	-10.5%
CIP Project Overhead	153,718	223,687	316,683	305,064	41.6%	-3.7%
Interfund Transfer - CIP	172,136	579,004	386,115	298,127	-33.3%	-22.8%
Total Budgeted Expenditures	\$ 8,238,807	\$ 21,362,965	\$ 22,052,286	\$ 20,738,920	3.2%	-6.0%
Not Budgeted						
Ending Fund Balance	19,947,824	8,699,422	16,823,772	7,868,043	93.4%	-53.2%
TOTAL EXPENDITURES	\$ 28,186,630	\$ 30,062,387	\$ 38,876,058	\$ 28,606,963	29.3%	-26.4%

Water Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Working Capital Balance	\$ 18,158,244	\$ 19,947,824	\$ 8,699,422	\$ 16,823,772
Plus Revenues	10,028,387	10,114,563	30,176,636	11,783,191
Less Expenditures	(8,238,807)	(21,362,965)	(22,052,286)	(20,738,920)
Ending Working Capital Balance	\$ 19,947,824	\$ 8,699,422	\$ 16,823,772	\$ 7,868,043
Consisting of:				
Operating Fund Balance Minimum	1,420,000	1,420,000	1,420,000	1,420,000
Capital Funding Reserve	471,755	471,755	471,755	471,755
Funding for Expenditures Next Year	11,248,402	-	8,955,729	-
Unreserved	6,807,667	6,807,667	5,976,288	5,976,288
Ending Working Capital Balance	\$ 19,947,824	\$ 8,699,422	\$ 16,823,772	\$ 7,868,043

SEWER FUND – 426

The Sewer Fund, which encompasses the City’s sewer utility, accounts for all activities (i.e., administration, operation, maintenance, and capital investment) related to the provision of sewer services to the City’s residential, commercial, and public customers.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 2,048,133	\$ 2,642,884	\$ 1,617,264	29.0%	-38.8%
Sales to Customers	10,611,909	10,922,700	11,438,627	12,022,731	4.7%	5.1%
Proceeds of Debt Issuance	-	-	-	-	N/A	N/A
Interest Earnings	10,541	38,115	38,496	38,881	1.0%	1.0%
Total Budgeted Revenues	\$ 10,622,450	\$ 13,008,948	\$ 14,120,007	\$ 13,678,876	8.5%	-3.1%
Not Budgeted						
Beginning Fund Balance (Reserved)	7,221,126	6,807,627	4,164,743	2,547,479	-38.8%	-38.8%
TOTAL REVENUES	\$ 17,843,576	\$ 19,816,575	\$ 18,284,750	\$ 16,226,355	-7.7%	-11.3%
EXPENDITURES						
Budgeted						
King County Sewer Treatment	\$ 4,927,948	\$ 5,312,086	\$ 5,518,179	\$ 5,835,863	3.9%	5.8%
Maintenance and Operations	1,975,283	2,393,843	2,552,267	2,668,579	6.6%	4.6%
Debt Service	1,036,578	1,035,856	1,034,242	1,031,829	-0.2%	-0.2%
City Admin Charges	247,143	225,161	265,981	277,511	18.1%	4.3%
Sewer System Improvements (CIP)	666,610	3,733,692	4,380,000	3,570,000	17.3%	-18.5%
CIP Project Overhead	97,982	146,310	172,831	183,377	18.1%	6.1%
Interfund Transfer - CIP	36,273	162,000	196,507	111,717	21.3%	-43.1%
Total Budgeted Expenditures	\$ 8,987,816	\$ 13,008,948	\$ 14,120,007	\$ 13,678,876	8.5%	-3.1%
Not Budgeted						
Ending Fund Balance	8,855,760	6,807,627	4,164,743	2,547,479	-38.8%	-38.8%
TOTAL EXPENDITURES	\$ 17,843,576	\$ 19,816,575	\$ 18,284,750	\$ 16,226,355	-7.7%	-11.3%

Recap by Fund

Sewer Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 767,792	\$ 966,586	\$ 1,029,894	\$ 1,101,361	6.5%	6.9%
Benefits	364,435	418,520	437,866	472,192	4.6%	7.8%
King County Sewer Treatment	4,927,948	5,312,086	5,518,179	5,835,863	3.9%	5.8%
Debt Sevice	1,036,578	1,035,856	1,034,242	1,031,829	-0.2%	-0.2%
Other Services and Charges	1,090,199	1,233,898	1,350,488	1,372,537	9.4%	1.6%
Capital Program	764,592	3,880,002	4,552,831	3,753,377	17.3%	-17.6%
Interfund Transfers	36,273	162,000	196,507	111,717	21.3%	-43.1%
Total Budgeted Expenditures	\$ 8,987,816	\$ 13,008,948	\$ 14,120,007	\$ 13,678,876	8.5%	-3.1%
Not Budgeted						
Ending Fund Balance	8,855,760	6,807,627	4,164,743	2,547,479	-38.8%	-38.8%
TOTAL EXPENDITURES	\$ 17,843,576	\$ 19,816,575	\$ 18,284,750	\$ 16,226,355	-7.7%	-11.3%

Sewer Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Beginning Working Capital Balance	\$ 7,221,126	\$ 8,855,760	\$ 6,807,627	\$ 4,164,743
Plus Revenues	10,622,450	10,960,815	11,477,123	12,061,612
Less Expenditures	(8,987,816)	(13,008,948)	(14,120,007)	(13,678,876)
Ending Working Capital Balance	\$ 8,855,760	\$ 6,807,627	\$ 4,164,743	\$ 2,547,479
Consisting of:				
Operating Fund Balance Minimum	1,240,000	1,240,000	1,240,000	1,240,000
Capital Funding Reserve	1,096,515	1,096,515	1,096,515	1,096,515
Funding for Expenditures Next Year	2,048,133	2,642,884	1,617,264	-
Unreserved	4,471,112	1,828,228	210,964	210,964
Ending Working Capital Balance	\$ 8,855,760	\$ 6,807,627	\$ 4,164,743	\$ 2,547,479

STORM WATER FUND – 432

The Stormwater Fund, which encompasses the City’s stormwater utility, accounts for all activities (i.e., administration, operations, maintenance, and capital investment) related to the provision of storm and surface water management services to the City’s residential, commercial, and public customers.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 130,802	\$ 1,027,931	\$ 698,985	\$ 938,014	-32.0%	34.2%
Sales to Customers	2,161,328	2,243,300	2,422,764	2,616,585	8.0%	8.0%
Permitting Fee-in-lieu	29,717	90,000	50,000	50,000	-44.4%	0.0%
Grant	45,534	-	-	50,000	N/A	N/A
Interest Earnings	5,079	21,000	21,200	21,422	1.0%	1.0%
Total Budgeted Revenues	\$ 2,372,460	\$ 3,382,231	\$ 3,192,949	\$ 3,676,021	-5.6%	15.1%
Not Budgeted						
Beginning Fund Balance (Reserved)	4,815,103	3,787,172	3,088,187	2,150,173	-18.5%	-30.4%
TOTAL REVENUES	\$ 7,187,563	\$ 7,169,403	\$ 6,281,136	\$ 5,826,194	-12.4%	-7.2%
EXPENDITURES						
Budgeted						
Maintenance and Operations	\$ 1,351,655	\$ 1,374,444	\$ 1,604,974	\$ 1,720,013	16.8%	7.2%
Insurance	10,801	11,740	45,458	47,731	287.2%	5.0%
City Admin Charges	100,525	89,567	122,722	127,506	37.0%	3.9%
Stormwater System Improvements (CIP)	595,884	1,307,430	924,511	1,231,597	-29.3%	33.2%
CIP Project Overhead	108,053	152,511	157,993	167,638	3.6%	6.1%
Interfund Transfer - CIP	205,543	446,539	337,291	381,536	-24.5%	13.1%
Total Budgeted Expenditures	\$ 2,372,460	\$ 3,382,231	\$ 3,192,949	\$ 3,676,021	-5.6%	15.1%
Not Budgeted						
Ending Fund Balance	4,815,103	3,787,172	3,088,187	2,150,173	-18.5%	-30.4%
TOTAL EXPENDITURES	\$ 7,187,563	\$ 7,169,403	\$ 6,281,136	\$ 5,826,194	-12.4%	-7.2%

Recap by Fund

Storm Water Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 536,439	\$ 551,514	\$ 683,448	\$ 726,586	23.9%	6.3%
Benefits	223,844	224,857	275,736	296,332	22.6%	7.5%
Contractual Services	324,670	352,690	374,910	424,910	6.3%	13.3%
Other Services and Charges	378,029	346,690	439,060	447,422	26.6%	1.9%
Capital Program	703,936	1,459,941	1,082,504	1,399,235	-25.9%	29.3%
Interfund Transfers	205,543	446,539	337,291	381,536	-24.5%	13.1%
Total Budgeted Expenditures	\$ 2,372,461	\$ 3,382,231	\$ 3,192,949	\$ 3,676,021	-5.6%	15.1%
Not Budgeted						
Ending Fund Balance	4,815,103	3,787,172	3,088,187	2,150,173	-18.5%	-30.4%
TOTAL EXPENDITURES	\$ 7,187,564	\$ 7,169,403	\$ 6,281,136	\$ 5,826,194	-12.4%	-7.2%

Storm Water Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Working Capital Balance	\$ 4,945,905	\$ 4,815,103	\$ 3,787,172	\$ 3,088,187
Plus Revenues	2,241,658	2,354,300	2,493,964	2,738,007
Less Expenditures	(2,372,460)	(3,382,231)	(3,192,949)	(3,676,021)
Ending Working Capital Balance	\$ 4,815,103	\$ 3,787,172	\$ 3,088,187	\$ 2,150,173
Consisting of:				
Operating Fund Balance Minimum	224,000	224,000	224,000	224,000
Funding for Expenditures Next Year	1,027,931	698,985	938,014	-
Unreserved	3,563,172	2,864,187	1,926,173	1,926,173
Ending Working Capital Balance	\$ 4,815,103	\$ 3,787,172	\$ 3,088,187	\$ 2,150,173

INTERNAL SERVICE FUNDS

Internal Service Funds account for the financing, on a cost-reimbursement basis, of goods and services provided by one department of the City to another department. The City of Mercer Island has two Internal Service Funds: Equipment Rental Fund and Computer Equipment Fund.

EQUIPMENT RENTAL FUND – 503

The Equipment Rental Fund accounts for the cost of maintaining, operating, and replacing all City owned vehicles, heavy equipment, and radios. This equipment is funded through internal user charges developed for each class of vehicle, heavy equipment, and radio.

Maintenance and operating costs primarily include fuel, parts, insurance, mechanic services, and administrative support. A vehicle replacement reserve within the Fund accumulates the resources needed to replace a vehicle when its useful life has been reached.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 813,513	\$ 1,004,843	\$ 676,730	\$ 430,211	-32.7%	-36.4%
Property Taxes	239,239	164,959	166,609	168,275	1.0%	1.0%
Vehicle Maintenance & Operations	545,272	545,267	515,445	515,445	-5.5%	0.0%
Vehicle Replacement Contributions	559,999	560,000	580,000	580,000	3.6%	0.0%
Insurance Proceeds (Fuel Cleanup)	97,062	75,000	103,750	103,750	38.3%	0.0%
Sale of Assets	70,838	30,000	25,000	25,000	-16.7%	0.0%
Fire Emergency Response Recovery	10,820	38,000	8,000	8,000	-78.9%	0.0%
Investment Interest	577	4,400	1,200	1,200	-72.7%	0.0%
Interfund Transfer	209,250	75,000	103,750	103,750	38.3%	0.0%
Total Budgeted Revenues	\$ 2,546,570	\$ 2,497,469	\$ 2,180,484	\$ 1,935,631	-12.7%	-11.2%
Not Budgeted						
Beginning Fund Balance (Reserved)	3,286,151	3,211,133	2,920,468	3,059,827	-9.1%	4.8%
TOTAL REVENUES	\$ 5,832,721	\$ 5,708,602	\$ 5,100,952	\$ 4,995,458	-10.6%	-2.1%
EXPENDITURES						
Budgeted						
Fleet Services	\$ 448,573	\$ 576,714	\$ 587,326	\$ 600,048	1.8%	2.2%
Pollution Remediation (Fuel Cleanup)	148,148	319,775	207,500	207,500	-35.1%	0.0%
Lease Payments-Fire Fleet	206,511	210,072	139,358	139,357	-33.7%	0.0%
Vehicle Replacements	813,513	1,004,843	676,730	430,211	-32.7%	-36.4%
Total Budgeted Expenditures	\$ 1,616,745	\$ 2,111,404	\$ 1,610,914	\$ 1,377,116	-23.7%	-14.5%
Not Budgeted						
Ending Fund Balance	4,215,976	3,597,198	3,490,038	3,618,342	-3.0%	3.7%
TOTAL EXPENDITURES	\$ 5,832,721	\$ 5,708,602	\$ 5,100,952	\$ 4,995,458	-10.6%	-2.1%

Recap by Fund

Equipment Rental Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 91,706	\$ 100,057	\$ 108,304	\$ 114,742	8.2%	5.9%
Benefits	44,643	46,754	49,020	52,496	4.8%	7.1%
Contractual Services	35,574	106,000	105,750	105,750	-0.2%	0.0%
Debt Service Payments	206,511	210,072	139,358	139,357	-33.7%	0.0%
Other Services and Charges	276,651	323,903	324,252	327,060	0.1%	0.9%
Capital Program	961,661	1,324,618	884,230	637,711	-33.2%	-27.9%
Total Budgeted Expenditures	\$ 1,616,745	\$ 2,111,404	\$ 1,610,914	\$ 1,377,116	-23.7%	-14.5%
Not Budgeted						
Ending Fund Balance	4,215,976	3,597,198	3,490,038	3,618,342	-3.0%	3.7%
TOTAL EXPENDITURES	\$ 5,832,721	\$ 5,708,602	\$ 5,100,952	\$ 4,995,458	-10.6%	-2.1%

Equipment Rental Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 4,099,664	\$ 4,215,976	\$ 3,597,198	\$ 3,490,038
Plus Revenues	1,733,057	1,492,626	1,503,754	1,505,420
Less Expenditures	(1,616,745)	(2,111,404)	(1,610,914)	(1,377,116)
Ending Fund Balance	\$ 4,215,976	\$ 3,597,198	\$ 3,490,038	\$ 3,618,342
Consisting of:				
800 MHz Radio Replacement	373,610	373,610	373,610	373,610
Fire Apparatus Sinking Fund	628,153	583,040	610,291	639,209
Vehicle Replacements Next Year	1,004,843	676,730	430,211	911,511
Vehicle Replacement Reserve	2,209,370	1,963,818	2,075,926	1,694,012
Ending Fund Balance	\$ 4,215,976	\$ 3,597,198	\$ 3,490,038	\$ 3,618,342

COMPUTER EQUIPMENT FUND – 520

The Computer Equipment Fund accounts for the cost of operating, maintaining, and replacing all City owned computer-related hardware and equipment (servers, networks, PCs, laptops, printers, and phones). Computer equipment is funded through internal user charges developed for each type of technology-related device. The computer replacement reserve within the Fund accumulates the resources needed to replace a computer when its useful life has been reached.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 122,970	230,380	145,450	253,200	-36.9%	74.1%
Computer Support and Replacement	1,134,297	1,158,213	1,264,611	1,305,536	9.2%	3.2%
Interfund Transfers	40,401	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ 1,297,669	\$ 1,388,593	\$ 1,410,061	\$ 1,558,736	1.5%	10.5%
Not Budgeted						
Beginning Fund Balance (Reserved)	419,657	568,673	553,402	555,185	-2.7%	0.3%
TOTAL REVENUES	\$ 1,717,325	\$ 1,957,266	\$ 1,963,463	\$ 2,113,921	0.3%	7.7%
EXPENDITURES						
Budgeted						
Network Administration	\$ 795,302	\$ 1,028,034	\$ 1,009,628	\$ 1,063,288	-1.8%	5.3%
Capital Replacement - Computers	122,970	230,380	145,450	253,200	-36.9%	74.1%
Total Budgeted Expenditures	\$ 918,273	\$ 1,258,414	\$ 1,155,078	\$ 1,316,488	-8.2%	14.0%
Not Budgeted						
Ending Fund Balance	799,053	698,852	808,385	797,433	15.7%	-1.4%
TOTAL EXPENDITURES	\$ 1,717,325	\$ 1,957,266	\$ 1,963,463	\$ 2,113,921	0.3%	7.7%

Recap by Fund

Computer Equipment Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2021-2024.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 365,432	\$ 455,810	\$ 461,414	\$ 489,009	1.2%	6.0%
Benefits	135,445	176,359	171,046	183,679	-3.0%	7.4%
Contractual Services	223,234	288,375	294,800	306,200	2.2%	3.9%
Other Services and Charges	71,191	107,490	82,368	84,400	-23.4%	2.5%
Capital Program	122,970	230,380	145,450	253,200	-36.9%	74.1%
Total Budgeted Expenditures	\$ 918,272	\$ 1,258,414	\$ 1,155,078	\$ 1,316,488	-8.2%	14.0%
Not Budgeted						
Ending Fund Balance	799,053	698,852	808,385	797,433	15.7%	-1.4%
TOTAL EXPENDITURES	\$ 1,717,325	\$ 1,957,266	\$ 1,963,463	\$ 2,113,921	0.3%	7.7%

Computer Equipment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021	2022	2023	2024
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 542,627	\$ 799,053	\$ 698,852	\$ 808,385
Plus Revenues	1,174,698	1,158,213	1,264,611	1,305,536
Less Expenditures	(918,273)	(1,258,414)	(1,155,078)	(1,316,488)
Ending Fund Balance	\$ 799,053	\$ 698,852	\$ 808,385	\$ 797,433
Consisting of:				
Computer Replacements Next Year	230,380	145,450	253,200	101,280
Computer Replacement Reserve	568,673	553,402	555,185	696,153
Ending Fund Balance	\$ 799,053	\$ 698,852	\$ 808,385	\$ 797,433

FIDUCIARY TRUST FUND

Trust Funds account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, and other governments. The City of Mercer Island has one Trust Fund, the Firefighters Pension Fund.

FIREFIGHTERS PENSION FUND – 606

The Firefighters Pension Fund accounts for pension benefits available to all firefighters hired on or before March 1, 1970. On that date the Washington Law Enforcement Officers' and Firefighters' System (the LEOFF Retirement Plan) was established. Each City maintaining a Firefighters Pension Fund retained responsibility for all benefits payable to eligible members (or their survivors). Cities with a Firefighters' Pension Fund receive state-shared fire insurance premium taxes.

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ 31,790	\$ 34,790	N/A	9.4%
Property Tax	26,410	26,410	26,410	26,410	0.0%	0.0%
Insurance Premium Tax	36,741	37,300	37,300	37,300	0.0%	0.0%
Interest	944	4,500	4,500	4,500	0.0%	0.0%
Transfer In - from General Fund	100,000	100,000	-	-	-100.0%	N/A
Total Budgeted Revenues	\$ 164,095	\$ 168,210	\$ 100,000	\$ 103,000	-40.6%	3.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	866,808	942,129	984,049	949,259	4.4%	-3.5%
TOTAL REVENUES	\$ 1,030,903	\$ 1,110,339	\$ 1,084,049	\$ 1,052,259	-2.4%	-2.9%
EXPENDITURES						
Budgeted						
Retirement Benefits	\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000	5.8%	3.0%
Total Budgeted Expenditures	\$ 88,774	\$ 94,500	\$ 100,000	\$ 103,000	5.8%	3.0%
Not Budgeted						
Ending Fund Balance	942,129	1,015,839	984,049	949,259	-3.1%	-3.5%
TOTAL EXPENDITURES	\$ 1,030,903	\$ 1,110,339	\$ 1,084,049	\$ 1,052,259	-2.4%	-2.9%

Recap by Fund

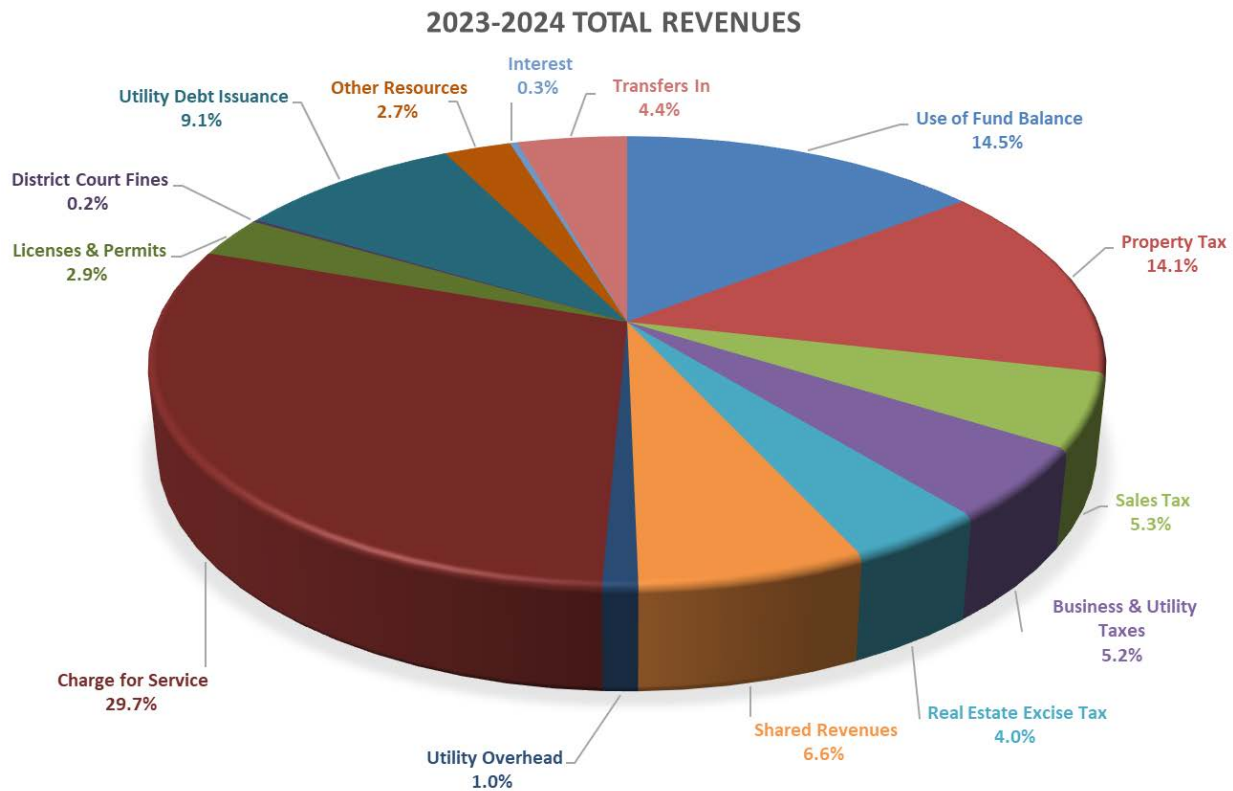
Firefighters Pension Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Beginning Fund Balance	\$ 866,808	\$ 942,129	\$ 1,015,839	\$ 984,049
Plus Revenues	164,095	168,210	68,210	68,210
Less Expenditures	(88,774)	(94,500)	(100,000)	(103,000)
Ending Fund Balance	\$ 942,129	\$ 1,015,839	\$ 984,049	\$ 949,259
Consisting of:				
Funding for Expenditures Next Year	-	31,790	34,790	-
Pension Reserve	942,129	984,049	949,259	949,259
Ending Fund Balance	\$ 942,129	\$ 1,015,839	\$ 984,049	\$ 949,259

REVENUE SOURCES

For the 2023-2024 biennium, the City’s total budgeted resources amount to \$211.7 million, which consists of \$107.9 million in 2023 and \$103.8 million in 2024. This section of the budget focuses on the City’s major revenue sources, the internal and external factors that affect revenue estimates, and the 2023-2024 budgetary impacts.



Property Tax

Property tax is the City’s largest single revenue source, accounting for 14.1% of total budgeted resources in 2023-2024. In the General Fund, which encompasses most of the City’s general government services, property tax comprises 38.4% of total budgeted resources in 2023-2024.

Types of Property Tax

There are two types of property tax collected by the City: *regular levy* and *voter approved levy*. The *regular levy* portion may be used for any purpose the City deems necessary. On Mercer Island, as in most cities, the *regular levy* primarily supports the General Fund.

A *voter approved levy* represents a property tax increase over and above the *regular levy* and is typically authorized for a specific purpose. There are two types of *voter approved levies*: *excess levy* and *levy lid lift*. An *excess levy* is dedicated to paying the principal and interest on debt issued for capital projects or major equipment purchases. The City does not have any excess levies. A *levy lid lift* is usually dedicated to funding specific general government operations and/or capital improvements.

The City has one levy lid lift currently in effect: 1) Parks Maintenance and Operations levy (aka Luther Burbank Park Levy) approved by voters in November 2008 for 15 years (\$980,122 levy in 2022), which was set to expire in 2023. The current levy will be ended one year early in 2022 and will be replaced by the new Parks Maintenance and Operations levy that was approved by voters in November 2022 and will go into effect beginning in 2023. This new levy consists of the same components of the prior levy while also adding capital funding for playground replacement projects and forest management plan projects. The total amount for 2023 and 2024 is \$1,629,332 and \$1,645,626, respectively.

Establishing the Property Tax Rate

Each November, as required by Washington State law, the City Council sets the property tax levy for the coming year. The City’s regular levy and levy lid lifts are annually limited to a 1% increase or the rate of inflation as measured by the Implicit Price Deflator (IPD), whichever is less. The IPD is not the same as the Consumer Price Index for Urban Wage and Clerical Workers (CPI-W). Also included with the annual increase is an allowance for new construction, which includes the property tax revenue generated by newly constructed and improved residential and commercial properties.

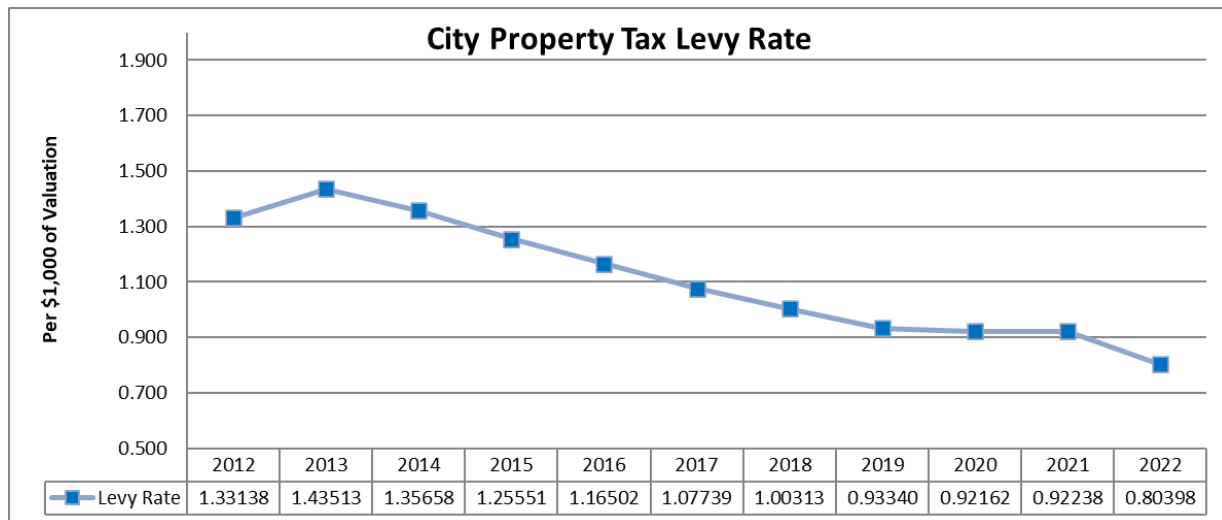
Banked Capacity

If a taxing district voluntarily levies less than its maximum levy amount in a prior year (allowed under RCW 84.55.092), it will have “banked capacity” that it could use in the future.

The King County Assessor’s Office keeps track of the banked capacity for each jurisdiction. In 2012, the Council voted to use 0.5% of banked capacity (or \$52,820) to help reduce the unfunded liabilities related to long-term care benefits for LEOFF I retirees and pension benefits for firefighters hired on or before March 1, 1970. In 2015, the Council voted to use its remaining banked capacity (1.2%, or \$144,960) to address various funding needs, including long-term care benefits for LEOFF I retirees.

Determining the Property Tax Rate

The property tax rate is determined by dividing the total annual levy amount by the assessed valuation per \$1,000. Mercer Island’s levy rate fluctuates based on changes in assessed valuation, taking the 1% optional increase, and voter approved levies. The City’s levy rate in 2012-2023 is provided in the following graph.



Revenue Sources

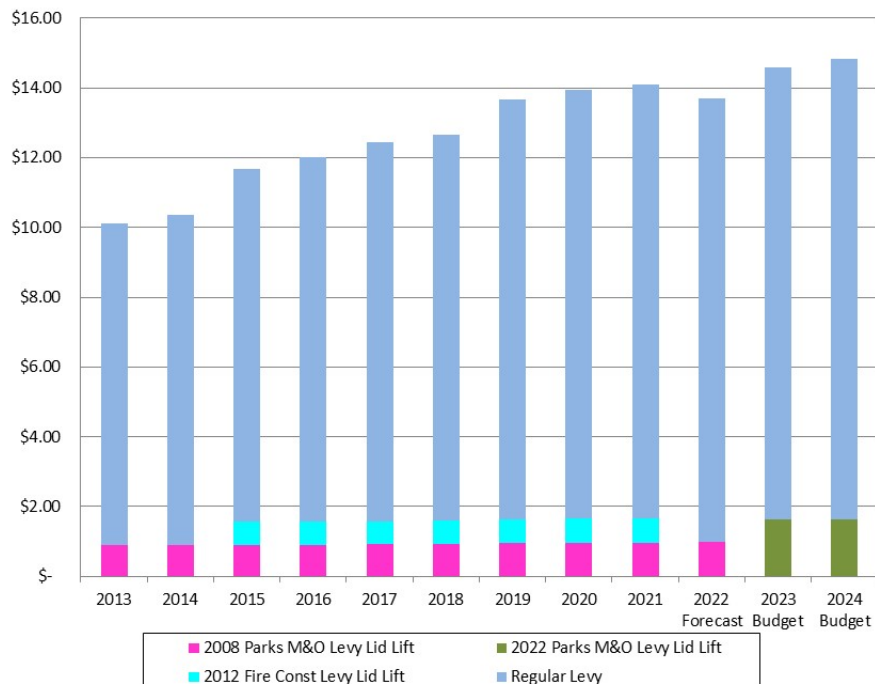
For the owner of a home with a \$1,395,000 assessed value, which is the median assessed value on Mercer Island for the 2021 tax year, the 2021 levy rate (per \$1,000 assessed valuation), the 2021 levy amount, and the percentage breakdown by taxing jurisdiction are presented in the following table.

Taxing Jurisdiction	2021 Levy Rate	2021 Levy Amount	% of Total 2021 Levy
State School Fund	\$3.08823	\$4,308	38.5%
MI School District	1.71278	2,389	21.4%
King County	1.24688	1,739	15.6%
City of Mercer Island	0.92238	1,287	11.5%
Library	0.36033	503	4.5%
EMS	0.26499	370	3.3%
Sound Transit	0.19709	275	2.5%
Port	0.11984	167	1.5%
Flood Zone	0.08909	124	1.1%
Ferry District	0.00984	14	0.1%
Total	\$8.011448	\$11,176	100.0%

As the table depicts, ten jurisdictions have taxing authority on Mercer Island, including the City. In 2021, the total property tax levy on a \$1,395,000 home was \$11,176. The largest portion of the levy relates to schools, with 38.5% going to the State School Fund and 21.4% going to the Mercer Island School District. King County and the City are the next largest taxing jurisdictions. The 13.0% remaining total levy relates to the King County Library District, the King County Emergency Medical Services (EMS) Levy, the Port of Seattle, the King County Flood Zone District, and the King County Ferry District.

The actual (2013-2021) and projected (2022-2024) property tax revenues are provided in the following graph.

Property Tax 2013-2024 (\$ in millions)



Levy Considerations for 2023-2024

- The regular levy for 2023 and 2024 includes a 1% optional increase plus “new construction,” which represents new property tax revenue from newly constructed and improved residential and commercial properties. Most of the regular levy in 2023 and 2024 is distributed to the General Fund. The dedicated portions of the regular levy are for the following:
 - LEOFF I long-term care reserve in the General Fund (\$83,000 in 2023 and 2024);
 - Community Center technology, equipment, and furnishings sinking fund in the Technology & Equipment Fund (\$18,000 is transferred from the General Fund in 2023 and 2024);
 - Fire apparatus sinking fund in the Equipment Rental Fund (\$166,609 in 2023 and \$168,275 in 2024); and,
 - Pension benefits reserve in the Firefighters’ Pension Fund (\$26,410 in 2023 and 2024).
- Fiscal year 2023 is the first year of the 2022 Parks Maintenance and Operations levy lid lift. This new levy lid lift consists of all the components of the prior levy lid lift, but also adds capital funding to playground replacement projects and forest management plan projects. The total levy amount for 2023 is \$1,629,332, which includes the 1% optional increase. Of the total annual levy amount, \$893,929 is budgeted for parks capital projects in the Capital Improvement Fund. The remaining balance is budgeted for parks maintenance and operations in the General Fund.
- The City anticipates receiving \$202,089 in 2023 and 2024 from the 2020 King County Parks, Trails, and Open Space levy.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund				
Regular Levy (General Purpose)	\$12,155,746	\$12,418,035	\$12,672,859	\$12,882,275
Regular Levy (LEOFF 1 Long-Term Care)	83,000	83,000	83,000	83,000
Regular Levy (Community Center Sinking Fund)	18,000	18,000	18,000	18,000
2008 Parks M&O Levy Lid Lift	712,629	728,122	-	-
2022 Parks M&O Levy Lid Lift			735,403	742,757
Debt Service Fund - 2012 Fire Station & Rescue Truck Levy Lid	617,100	-	-	-
Capital Improvement Fund - Parks M&O Levy Lid Lift				
Luther Burbank Small Capital	110,000	110,000	111,100	112,211
Pioneer Park Forest Management	77,000	77,000	77,770	78,548
Open Space & Vegetation Management	65,000	65,000	65,650	66,307
Playground Replacement Funding	-	-	414,355	418,499
Forest Management Plan Funding	-	-	225,054	227,305
Equipment Rental Fund				
Regular Levy (Fire Apparatus Sinking Fund)	163,326	164,959	166,609	168,275
2012 Fire Station & Fire Rescue Truck Levy Lid Lift	75,913	-	-	-
Firefighters Pension Fund - Regular Levy	26,410	26,410	26,410	26,410
Total Levied by City	\$14,104,124	\$13,690,526	\$14,596,210	\$14,823,585
King County Parks Levy	202,009	219,662	202,089	202,089
Total Property Taxes	\$14,306,133	\$13,910,188	\$14,798,299	\$15,025,674

Utility Taxes

Under Washington State law, cities are granted the authority by a vote of the City Council to levy a business and occupation tax on public and private utilities known as the utility tax. Utility taxes are levied on the gross operating revenues that utilities earn from operations within the boundaries of the City. The tax applies to electric, natural gas, water, sewer, storm and surface water, solid waste, telephone, and cable television utilities.

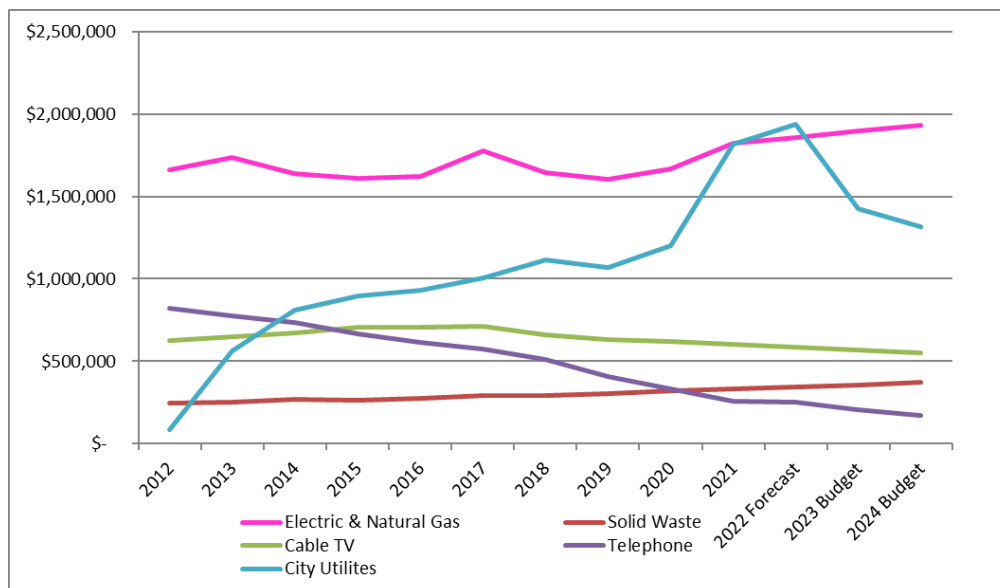
Legislation limits the tax rate on electric, natural gas, and telephone utilities to 6% without voter approval. There are no legislative limitations on the tax rates for other public or private utilities. Mercer Island currently levies a 6% utility tax on electric, natural gas, and telephone utilities; a 7% utility tax on solid waste and cable television utilities; and a 5.3% utility tax on the City’s water, sewer, and storm water utilities. For comparison, according to the Association of Washington Cities’ 2020 Tax and User Fee survey, the average utility tax rate is 9.7% for water, 9.2% for sewer, and 7.6% for storm water utilities.

In September 2020, the City Council approved a temporary increase to the utility tax to cover the potential costs of litigation to enforce the terms of the City’s 2017 Settlement Agreement with Sound Transit. The temporary increase raises the tax on water, sewer, and storm water utilities within Mercer Island from 5.3% to 8.0% for a 36-month period from November 1, 2020 through October 31, 2023. The temporary rate increase is estimated to generate \$1.5 million in new tax revenue. The utility tax rate on water, sewer, and storm water will return to 5.3% by November 2023, if not sooner.

The City Council approved a similar temporary increase in the utility tax rate in 2017, raising it from 5.3% to 8.0% on water, sewer, and storm water utilities. The temporary tax was in place for 18 months (July 1, 2017 through December 31, 2018) to reimburse the Contingency Fund \$700,000, the amount used to fund I-90/light rail litigation costs with Sound Transit in 2017. The utility tax rate reverted to 5.3% in January 2019.

The actual (2012-2021) and projected (2022-2024) utility tax revenues are displayed in the following graph:

Utility Tax 2012-2024



2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund:				
Electric and Natural Gas	\$1,821,147	\$1,857,571	\$1,894,722	\$1,932,617
Solid Waste	331,994	345,275	357,359	369,867
Cable Television	602,480	584,406	566,874	549,868
Telephone	258,068	249,402	205,806	173,133
City Utilities (Water, Sewer & Storm Water)	1,814,335	1,939,023	1,422,840	1,316,627
Total Utility Taxes	\$4,828,026	\$4,975,677	\$4,447,601	\$4,342,112

Sales Tax

Sales tax is levied on the sale of consumer goods (except most food products and some services) and construction. On Mercer Island, the construction sector is the largest generator of sales tax dollars (34.0% of total in 2021), followed by the retail and wholesale trade sector (33.4% of total), the administrative and support services sector (9.2% of total), and the food services sector (4.3% of total). The amount of sales tax revenue fluctuates from year to year due to changes in the economy, consumer buying habits, and the level of construction activity on Mercer Island.

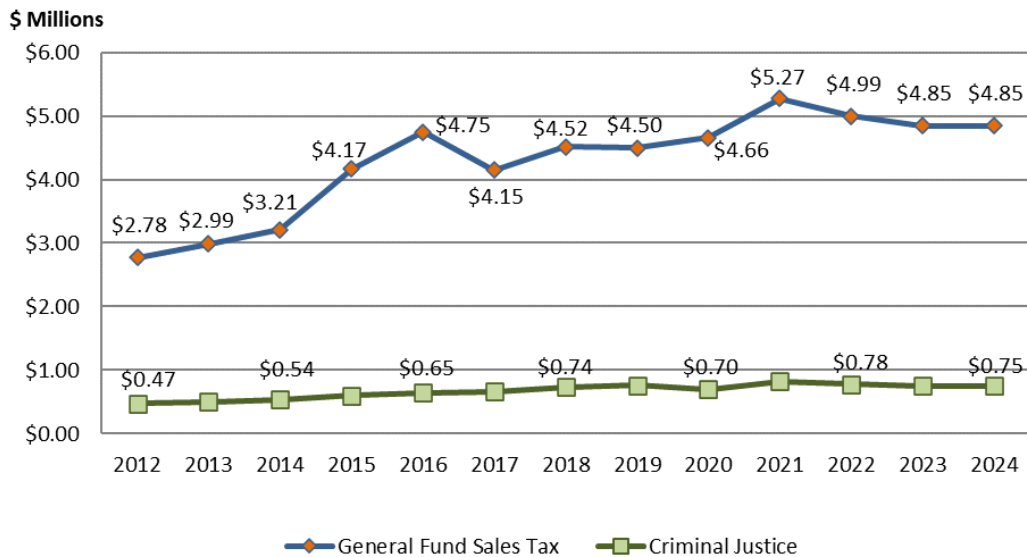
The total general sales tax rate on Mercer Island is 10.10%. Similar to property tax, the City receives only a small portion of the total sales tax revenue generated on Mercer Island. Of the 10.10% tax rate, only 0.85% is remitted to the City, with the remainder distributed to the State (6.5%), King County (1.25%), and other public agencies (1.5%). An additional 0.3% sales tax is collected by Washington State on vehicle sales and leases to fund transportation improvements. The distribution of the sales tax rate is displayed in the table on the right. The 0.85% general sales tax remitted to the City of Mercer Island is accounted for in the General Fund.

Jurisdiction	Rate %
State of Washington	6.50%
King County	1.25%
Regional Transit	1.40%
City of Mercer Island	0.85%
Criminal Justice	0.10%
Total General Sales Tax	10.10%
Auto Sales/Leases	0.30%
Total Auto Sales/Lease Rate	10.40%

The City also receives a portion criminal justice sales tax (0.1%), which is a King County voter approved optional sales tax dedicated to funding criminal justice programs. The State collects this optional tax and retains 1.5% for administration. Of the amount remaining, 10% is distributed to the county and 90% is distributed to cities based on population.

The actual (2012-2021) and projected (2022-2024) sales tax revenues are broken down into general and criminal justice restricted components in the following graph.

Sales Tax 2012-2024



Taken together, sales tax revenues are projected to drop by 3% in 2023 due to an anticipated slowdown in consumer spending and remain flat in 2024.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund (General Sales Tax)	\$5,274,524	\$4,997,371	\$4,847,450	\$4,847,450
General Fund (Criminal Justice Sales Tax)	825,202	775,690	752,419	752,419
Total Sales Taxes	\$6,140,312	\$5,806,361	\$5,636,369	\$5,636,369

Real Estate Excise Tax

The Real Estate Excise Tax (REET) is levied on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages, and other debts given to secure the purchase. The State levies this tax at a rate of 1.28%. Local governments are also authorized to impose a local REET of up to 0.5%. All cities and counties may levy a quarter percent tax, described as the “first quarter percent of the real estate excise tax or REET 1.” In addition, cities and counties planning under the Growth management Act have the authority to levy a second quarter percent tax known as REET 2.

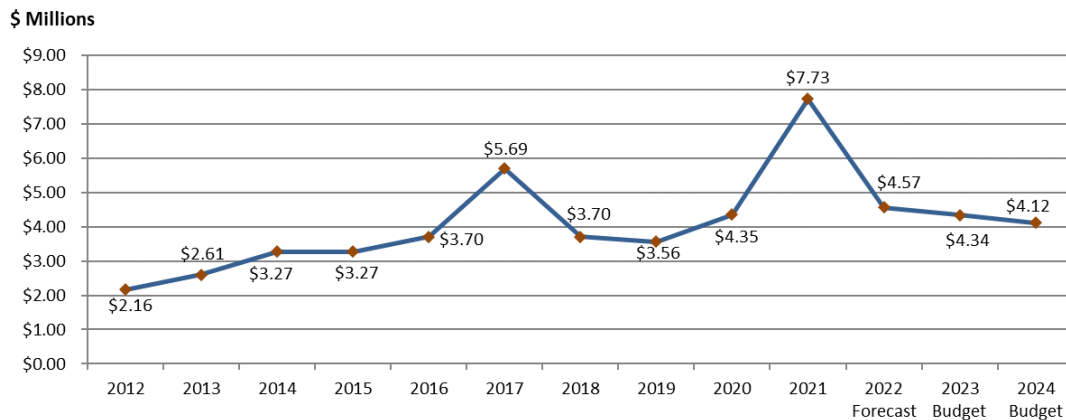
REET 1 (RCW 82.46.010) revenues are restricted to spending for capital projects that are listed in the capital facilities plan element of the City’s comprehensive plan where capital projects are defined as: *public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities.*

REET 2 (RCW 82.46.035) revenues provide funding for cities to finance capital improvements required under the Growth Management Act. As amended, REET 2 capital projects are defined as: *public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvements of parks.*

REET revenue can vary significantly from year to year because property sales are dependent on economic conditions and interest rates. In 2008, as the “Great Recession” took hold, the nation and the Puget Sound region experienced a major contraction in the housing market. REET revenues declined significantly in 2008, hitting bottom in 2009 as the number of home sales dropped from 608 in 2004, which represented the peak sales year, to 265 in 2008.

Over the past five years (2017-2021), the number of home sales has averaged 466 per year, and the average home sales price from homes sold for less than \$5 million increased from \$1.48 million in 2017 to \$1.94 million in 2021. The actual (2012-2021) and forecasted (2022-2024) REET revenues are shown in the chart below.

Real Estate Excise Tax 2012-2024



Over the past few years, home sales have slowly been increasing from 417 in 2019 to 445 in 2020 before spiking to a fifteen year high of 530 sales in 2021. Looking forward, it is expected that the number of home sales will drop due to a slowdown of demand as interest rates rise. As a result, REET revenue is projected to decrease 5.0% in 2023 and 2024.

Modified in 2019, the City’s current CIP financing strategy for REET revenues utilizes:

- 100% of REET-1 revenues to fund parks, open space, and public building maintenance projects and to pay the debt service on the construction of the Community Center in the Capital Improvement Fund.

Revenue Sources

- 90% of REET-2 revenues to fund construction and maintenance of streets and pedestrian and bicycle facilities in the Street Fund, and 10% of REET-2 revenues directed to the Capital Improvement Fund.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
Capital Improvement Fund (REET 1)	\$3,871,062	\$2,286,376	\$2,217,058	\$2,063,455
Capital Improvement Fund (REET 2)	386,757	228,638	217,206	206,345
Street Fund (REET 2)	3,480,819	2,057,739	1,954,852	1,857,109
Total Real Estate Excise Taxes	\$7,738,640	\$4,572,753	\$4,344,115	\$4,126,909

Business and Occupation Tax

The City of Mercer Island collects a Business and Occupation tax from all active Business License holders with gross revenue in excess of \$150,000 per calendar year. The first \$150,000 of revenue per year is exempt from tax. Revenue of \$150,001 and above are taxed at a rate of .0010 with a \$20.00 minimum payment.

Taxpayers are required to file an annual B&O tax return by April 15th for the prior year. Taxpayers earning in excess of \$1.0 million a year are required to remit a quarterly B&O tax return. B&O tax revenues go into the General Fund to support General Government Services.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2023 Budget
General Fund	\$766,666	\$728,333	\$706,483	\$706,483
Total B&O Taxes	\$766,666	\$728,333	\$706,483	\$706,483

Utility Rates

The City operates three separate utilities (Water, Sewer, and Storm Water), which are managed like a business, with customer charges funding all operating and maintenance costs as well as capital investments.

The following factors are considered in the 2023-2024 Adopted Budget:

- Water Rates** – Customer charges pay for the cost of purchasing water from the City of Seattle and for operating, maintaining, and replacing the City’s water storage and distribution system. An 8.0% increase has been adopted for 2023 and is anticipated for 2024, which equates to a \$9.77 and \$10.55 respectively on a typical single-family residential customer’s bi-monthly water bill. These rate increases are primarily driven by the need to:
 - Upsize water mains that do not meet the City’s flow capacity standards.
 - Make specific capital improvements following the discovery of E. coli in the City’s water system in September 2014 (e.g., Booster Chlorination System).
 - Fund multi-generational capital improvements that have are reaching the end of their useful life.
- Sanitary Sewer Rates** – Customer charges pay for the cost of operating, maintaining, and replacing the City’s sanitary sewer system. A 4.5% increase has been adopted for 2023 and is anticipated for 2024, which equates to a \$2.82 and \$2.95 increase respectively on a typical single-family residential customer’s bi-monthly sewer bill. These rate increases are primarily driven by the capital reinvestment needs of an aging sanitary sewer system.
- Sewage Treatment Rate** – This is a “pass through” charge assessed by King County, which provides wastewater treatment services to Mercer Island. A 5.75% increase is anticipated for

Revenue Sources

2023 and 2024, which equates to a \$5.68 and \$6.00 increase respectively on a typical single-family residential customer’s bi-monthly sewer bill.

- **Storm Water Rates** – Customer charges pay for the cost of operating, maintaining, and replacing the City’s surface and storm water system. An 8.0% increase has been adopted for 2023 and is anticipated for 2024, which equates to a \$3.18 and \$3.44 respectively on every single-family residential customer’s bi-monthly storm water bill. These rate increases are primarily driven by planned watercourse stabilization, drainage system extension, and culvert replacement projects.

2021-2024 Budgetary Impact

	2021	2022	2023	2024
Revenues	Actual	Forecast	Budget	Budget
Water Fund	\$9,974,136	\$9,999,563	\$10,799,528	\$11,663,490
Sewer Fund	10,603,409	10,922,700	11,438,627	12,022,731
Storm Water Fund	2,236,579	2,333,300	2,472,764	2,716,585
Total Utility Rate Revenues	\$22,814,124	\$23,255,563	\$24,710,919	\$26,402,806

Development Fees

The authority for cities in Washington to impose fees for development review and permitting is established and limited by RCW 82.02.020, which allows for “collecting reasonable fees from an applicant for a permit or other government approval to cover the cost to the city...of processing applications, inspecting and reviewing plans, or preparing [SEPA documents].”

In 2018, the City contracted with the FCS Group to perform a cost recover analysis for the Community Planning and Development (CPD) Department. The analysis included an in-depth look at the cost of service for planning services. At the time, both Building and Engineering were recovering costs above the targeted level.

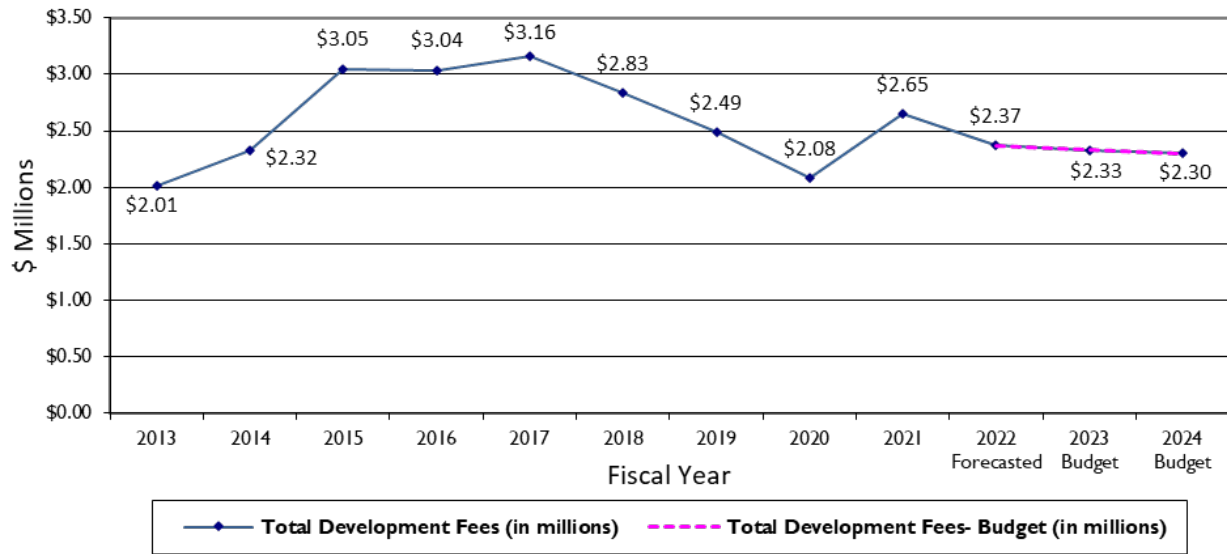
Planning Services was recovering costs well below the target, and in November 2018 the City Council approved a fee adjustment to increase Planning Fees to achieve the targeted recovery level of 80%. Fees for Appeals, Accessory Dwelling Units, and Code Interpretation Requests were not increased as these services all have significant public benefits.

In November 2019, the City Council adopted the following target cost recovery levels for eligible CPD costs beginning on January 1, 2020:

- 95% for Building Services
- 90% for Planning Services
- 90% for Engineering Services

Actual and forecasted total development fees for the period 2013-2024 are shown in the chart on the next page.

Total Development Fees 2013-2024



Overall, development fees are projected to decrease 1.7% in 2023 below 2022 forecasted levels, and to decrease 1.3% in 2024. The spike in 2021 is directly related to a mixed used development project in the Town Center.

2021-2024 Budgetary Impact

	2021	2022	2023	2024
Revenues	Actual	Forecast	Budget	Budget
General Fund	\$ 2,654,207	\$ 2,373,173	\$ 2,338,943	\$ 2,305,585
Total Development Fees Revenues	\$ 2,654,207	\$ 2,373,173	\$ 2,338,943	\$ 2,305,585

State Shared Revenues

State shared revenues are taxes and fees collected by the State and disbursed to municipalities based on population or other criteria. The primary shared revenues received by the City are the fuel tax (tax on gasoline consumption), marijuana excise tax, liquor excise tax and profits, vessel registration fees, criminal justice distributions, and the fire insurance premium tax.

- Motor Vehicle Fuel Tax (Gas Tax)**
 This is a fixed tax, currently making up 49.4 cents of the per gallon price of gasoline, diesel, and other fuels. It applies to the volume, not the dollar amount, of the fuel sale. The Gas Tax is distributed to incorporated cities and towns based on population. The City’s portion of the motor vehicle fuel tax is budgeted in the Street Fund and is used for street construction projects. The share of the motor vehicle fuel tax distributed to the City of Mercer Island is projected to increase 6.6% in 2023 and 1.2% in 2024.
- Marijuana Excise Tax**
 On November 6, 2012, Washington State voters passed Initiative 502. The initiative makes it legal for businesses holding the appropriate marijuana license(s) to produce, process, or make retail

sales of marijuana for recreational use. The Liquor and Cannabis Board (LCB) administers and collects the 37% marijuana excise tax. The State distributes a portion of the tax collected to counties, cities, and towns on a per capita basis. The distribution formula depends not only on population, but also on marijuana retail sales as a proportion of total retail sales, as well as the number/total population of cities and counties that prohibit marijuana, which continues to be in flux as local governments act on regulating or prohibiting marijuana. Funds may only be distributed to jurisdictions that do not prohibit the siting of any state licensed marijuana producer, processor, or retailer (RCW 69.50.540). The share of the marijuana excise tax distributed to the City of Mercer Island is projected to decrease 5.0% in 2023 and 3.0% in 2024.

- **Liquor Excise Tax and Liquor Profits**

Initiative 1183 was approved by Washington's voters in November 2011 "privatizing" the distribution and retail sale of liquor and ending the state's monopoly on liquor sales. Instead of a calculation based upon the profits generated from state run liquor sales, the revenue distribution is now based on the collection of license fees paid by retailers and distributors. In 2012 the state legislature passed a law permanently diverting \$2.5 million per quarter from the state liquor excise tax fund (for distribution to cities and counties) to the state general fund. The 2013-2015 state budget reduced the share of liquor excise taxes collected and remitted to cities and counties from 35% to 22.5%. The share of the liquor excise taxes and profits distributed to the City of Mercer Island are projected to decrease 5.0% in 2023 and remain flat in 2024.

- **Vessel Registration Fees**

Funds are allocated to counties with eligible boating safety programs approved by the State Parks and Recreation Commission. Distribution is based on the number of vessels registered in each county. Counties can also further allocate this money to local jurisdictions with approved boating safety programs. The Mercer Island Marine Patrol division is a qualified boating safety program and receives a portion of the King County vessel registration fees. The share of vessel registration fees distributed to the City of Mercer Island are projected to increase by 69.2% in 2023 and remain flat in 2024. This jump in revenues collected is associated with the new Marine Patrol service contracts that the City has entered with Yarrow Point, Hunts Point, and Medina along with the existing contract with Renton.

- **Criminal Justice Distributions**

The State distributes dollars based on population for criminal justice purposes. These revenues are restricted for: 1) innovative law enforcement strategies; 2) implementation of DUI or other criminal justice statutes; 3) programs to help at risk children or child abuse victim resource programs; and 4) programs designed to reduce the level of domestic violence or to provide counseling for domestic violence victims. Criminal justice distributions are budgeted in the General Fund and are projected to decrease 5.0% in 2023 and 3.0% in 2024.

- **Fire Insurance Premium Tax**

The state distributes taxes on fire insurance premiums, which must be deposited in a firefighter's pension fund to help pay the pension benefits due to pre-LEOFF I firefighter retirees. The fire insurance premium tax is projected to remain flat in 2023 and 2024.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund				
Liquor Excise and Profits	\$ 373,275	\$ 374,045	\$ 355,365	\$ 355,365
Marijuana Excise Tax	32,453	80,000	76,000	73,720
Vessel Registration Fees	77,772	73,890	125,044	125,044
Criminal Justice Population based distributions	42,325	38,100	36,195	35,109
Street Fund (Motor Vehicle Fuel Tax)	514,453	463,400	493,812	499,502
Firefighters Pension Fund (Fire Insurance Premium Tax)	36,741	37,300	37,300	37,300
Total State Shared Revenues	\$ 1,077,021	\$ 1,066,735	\$ 1,123,716	\$ 1,126,040

Emergency Medical Service Revenues

The City of Mercer Island receives revenues in support of emergency medical services, which are provided by the Mercer Island Fire Department: 1) King County Emergency Medical Services Levy, 2) BLS Ambulance Transport Fee, and, 3) Emergency Medical Service (EMS) utility charge.

- King County EMS Levy** – Beginning in 1990, the City began receiving a portion of the 25 cent King County property tax levy that was approved by voters for 911 emergency services. The King County levy was renewed for a six-year period beginning in 2020, with the 2020 levy rate set at \$0.265 per \$1,000 of assessed valuation. Distribution to municipalities is based on a formula that considers the number of calls for service, total assessed valuation, and the consumer price index (CPI-U).

Ambulance Transport Fee – Beginning March 2011, the Fire Department began charging a fee for transporting patients requiring non-emergency, basic life support to hospitals. The program was established to create a sustainable revenue source to support the cost of providing emergency medical services. In June 2021, the City Council updated the base transport fee and per mile reimbursement based on the average of the closest neighboring public agencies who provide medical transport services. The base fee and mileage reimbursement will increase annually, beginning January 1, 2023, by an inflator tied to Medical Care CPI or 3.0%, whichever is greater.

- Ground Emergency Medical Transport** – In July 2020, the City enrolled in a Federal Emergency Medical Services (EMS) transportation fee program called Ground Emergency Medical Transport (GEMT) to recover costs associated with transports, specifically from Medicaid. Revenues are calculated annually, based on the number of emergency medical transports of patients covered by Medicaid.
- Emergency Medical Service (EMS) Utility Charge** – This utility charge is adjusted each year based on the average cost of four firefighter positions, which were hired in 1996 to provide capacity to handle simultaneous EMS calls. In addition, the utility charges are adjusted every two years based on the EMS call history over the previous 2-year period. Starting in 2011, the demand portion of the rate was adjusted based on revenue expected to be collected from ambulance transport fees,

resulting in a flat rate per equivalent service unit (ESU). A 5.43% increase has been adopted for 2023.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund				
King County EMS Levy	\$ 529,872	\$ 758,000	\$ 764,185	\$ 785,888
Ambulance Transport Fee	300,376	309,400	318,682	328,242
GEMT Program	-	118,154	94,917	122,493
EMS Utility Charge	627,927	640,000	695,040	736,742
Total EMS Revenues	\$ 1,458,175	\$ 1,825,554	\$ 1,872,824	\$ 1,973,365

Parks and Recreation Fees

The Parks and Recreation Department’s operations have historically been funded from a variety of sources, including user, program and special event fees, grants, sponsorships, donations, and rental and lease fees. The Department’s operations are classified into three functional areas: Recreation, Mercer Island Community and Events Center (MICEC), and Parks Maintenance. Each of the functional areas relies on a mix of revenue sources, which are briefly reviewed below.

- **Recreation** – Includes athletics, health and fitness, outdoor aquatics, cultural and arts programming, and senior services, and relies primarily on program fees and community sponsorships.
- **Mercer Island Community and Event Center** – The MICEC’s primary source of funding is facility rental fees (short-term room rentals and long-term daycare space in the Annex). Additional revenues are generated through drop-in sports programs and membership passes for the fitness room. Facility rental rates are regularly evaluated and adjusted as needed.
- **Sports fields Maintenance** – Includes facility rental fees and special use permit fees. These fees are intended to help offset the cost of maintaining sports fields.

The Parks & Recreation Department was considerably impacted by the COVID-19 Pandemic. The Mercer Island Community & Event Center (MICEC) temporarily closed in March 2020 and all recreation programs, special events, and facility rentals were canceled. Athletic field reservations and picnic shelter/area reservations were also temporarily canceled. As a result, workforce reductions were implemented in the Spring of 2020. A Recreation Transition Team was created in 2020 to focus on reestablishing MICEC and rebuilding the Recreation division.

The Parks and Recreation Reset Strategy was endorsed by the City Council in July of 2021. This plan included bringing back services that were canceled during the onset of the COVID-19 Pandemic as well specific cost recovery targets for program and facility rental fees. The MICEC was also fully reopened in January 2022 with access to various services being made available to the public once again as staff evaluate programs offerings based on community demand while meeting cost recovery goals.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund				
Recreation	\$ 108,414	\$ 235,993	\$ 329,402	\$ 345,202
MI Community & Events Center	110,669	454,911	680,327	720,049
Sport Field Facility Rentals	172,582	265,991	371,037	389,547
Total Parks and Recreation Revenue	\$ 391,665	\$ 956,895	\$ 1,380,766	\$ 1,454,798

Thrift Shop Sales

The Youth and Family Services Department (YFS) provides a broad range of human and community services to the residents of Mercer Island. The primary mission of the Thrift Shop is to raise money to help support the services of the YFS Department. Services include family and school-based counseling, senior adult outreach, substance abuse prevention and intervention, and emergency family assistance.

Thrift Shop revenues were significantly impacted in 2020 and 2021 by the COVID-19 Pandemic. City Council approved an expenditure budget amendment during the 2021 mid-biennial budget process to increase expenditures in 2022 and rebuild Thrift Shop operations. Staff anticipate revenues will increase 10% each year of the biennium above 2022 revenues as operations are expanded and restored.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
YFS Fund (Thrift Shop)	\$ 610,200	\$ 1,424,056	\$ 1,566,462	\$ 1,723,108
Total Thrift Shop Revenue	\$ 610,200	\$ 1,424,056	\$ 1,566,462	\$ 1,723,108

Municipal Court Fines and Forfeits

The revenue that is collected from fines, forfeitures, fees, costs, and penalties associated with the enforcement of ordinances and statutes is allocated to both the City of Mercer Island and the State of Washington. The type of statute violated determines the percentage of each payment that is retained by the City versus remitted to the State.

Court revenues are highly dependent on caseload. It is important to note that the court’s responsibility does not end with the caseload filed in that calendar year. In most cases, the court has jurisdiction over criminal cases for two years. For DUI matters, jurisdiction continues for five years. The Court continues to manage court cases, hold court hearings, and monitor cases for compliance with conditions until the end of the jurisdictional period.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund - Municipal Court Fines	\$ 192,701	\$ 159,418	\$ 175,359	\$ 192,895
Total Fines & Forfeits	\$ 192,701	\$ 159,418	\$ 175,359	\$ 192,895

Utility Overhead Charges

The three City-owned utilities (Water, Sewer, and Stormwater) are classified as Enterprise Funds. Various General Fund departments provide administrative support to each of the City’s three utilities. Building maintenance costs related to City Hall and the Maintenance Center are also accounted for in the General Fund.

The Water Fund, Sewer Fund, and Stormwater Fund are assessed an interfund charge by the General Fund for their share of administration (e.g., internal service departments such as legal, human resources, and financial services) and building maintenance costs.

This interfund charge is determined through an indirect cost allocation model using various bases of allocation for distributing the overhead costs. Changes in interfund charges from year-to-year are directly related to annual changes in the bases of allocation used to distribute these costs.

2021-2024 Budgetary Impact

Revenues	2021 Actual	2022 Forecast	2023 Budget	2024 Budget
General Fund				
Admin & Buiding Maintanace Charge (Water Fund)	\$ 274,487	\$ 255,261	\$ 379,839	\$ 397,770
Admin & Buiding Maintanace Charge (Sewer Fund)	269,241	250,858	294,830	307,901
Admin & Buiding Maintanace Charge (Storm Water Fund)	100,525	90,567	122,722	127,506
Total Utilty Overhead Charges	\$ 644,253	\$ 596,686	\$ 797,391	\$ 833,177

Section D. Operating Budget by Department

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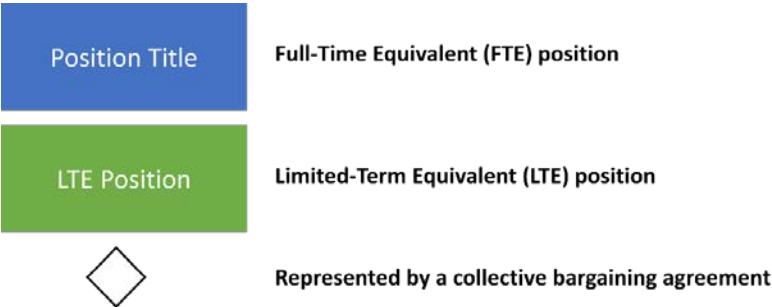
OPERATING BUDGET BY DEPARTMENT

This section breaks down all the City’s operations by department:

- Administrative Services
- City Attorney’s Office
- City Council
- City Manager’s Office
- Community Planning & Development
- Finance
- Fire
- Municipal Court
- Non-Departmental
- Police
- Public Works
 - Recreation Division
- Youth & Family Services
 - Thrift Shop

Each department sub-section is organized as follows:

- **Department Introduction and Description:** Includes description and organizational chart by function.
- **Operating Expenditures:** Depicts expenditures for the department by functions, showing the comparison and percentage change between current and future biennia.
- **Work Plan:** Each department has established recommended work plan goals for the 2023-2024 biennium that include specific action items and deadlines where appropriate.
- **Staffing Summary:** Depicts the full-time equivalent (FTE) and limited-time equivalent (LTE) staffing levels for each function within the department. An organizational chart by position is also included, showing the following:



- **Revenue & Expenditure Summary:** Depicts revenues and expenditures for the entire department by categories, showing the comparison and percentage change between current and future biennia.

ADMINISTRATIVE SERVICES

The Administrative Services Department acts as strategic partners to other City departments to provide support in the following areas:

- **Centralized Customer Service:** Provide excellent citywide customer service by phone, email, and in-person.
- **Human Resources:** Plan, organize, develop, and administer uniform Human Resources policies, procedures, and programs.
- **Payroll Services:** Process the City's payroll and issue checks to employees and payment transmittals to various employee benefits vendors, the state, and federal government agencies.
- **Public Communications:** Plan, organize, and supervise the City's community outreach efforts and media relations to educate residents and encourage informed input from Mercer Island residents.
- **City Clerk:** Fulfill the state legal requirements of the City Clerk position, support the City Council and City Manager, and manage essential records.
- **Information Technology:** Procure, implement, maintain, secure, and support all information and technology infrastructure, systems, and software that enables City service delivery to the public.
- **Geographic Information System (GIS):** Maintain geographical inventory of all City infrastructure (over 500 separate layers relating to real property, streets, water, sewer, stormwater, and more) within a geographical information system (GIS).
- **City Website Administration**
- **Risk Management**



Department:
Administrative Services

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Admin & Customer Service	428,000	529,438	526,124	483,807	-0.6%	-8.0%
Human Resources & Payroll	718,072	888,124	822,303	861,493	-7.4%	4.8%
Information Technology	795,302	1,028,034	1,009,628	1,063,288	-1.8%	5.3%
Geographic Information Systems	260,710	331,349	395,805	414,571	19.5%	4.7%
City Clerk	201,249	325,672	255,999	262,344	-21.4%	2.5%
Communications	148,558	157,919	179,379	214,330	13.6%	19.5%
Total	2,551,891	3,260,536	3,189,238	3,299,833	-2.2%	3.5%

2023-2024 Work Plan

- 1. Goal: Coordinate and oversee the internal and support services and teams for the City of Mercer Island.**
 - 1.1 Work with the City Manager's Office and the Finance Department to develop the 2025-2026 budget recommendation.
 - 1.2 Review and update citywide policies regarding human resources, finance, purchasing, fleet, and others.
 - 1.3 Lead the citywide customer service initiative, including trainings for employees, focusing on improving and strengthening overall customer experience for internal and external customers.
 - 1.4 Review and update the Mayor's Emergency Powers code (MICC 9.40) by Q4 2024.
- 2. Goal: Provide a single and centralized location for Mercer Island residents, businesses, and visitors to access City services.**
 - 2.1 Provide a consistent customer service experience, while creating efficiencies and reducing redundancies.
 - 2.2 Maintain customer relationship management (CRM) software to track and manage customer interactions.
 - 2.3 Track progress through data collection of calls and emails and establish performance objectives.
 - 2.4 Provide one-stop shopping and relieve multiple staff teams from working on the same request.
 - 2.5 Provide citywide support for the re-opening of City facilities and the ongoing transition back to in-person services.
- 3. Goal: Administer uniform Human Resources policies, procedures, and programs and process the payroll for all City employees.**
 - 3.1 Implement a semi-monthly payroll process by Q4 2024.
 - 3.2 Implement HRIS software to centralize employee data, payroll, and benefits by Q2 2023.

Department:
Administrative Services

2023-2024 Work Plan (continued)

- 3.3 Negotiate new Collective Bargaining Agreements with bargaining groups:
 - 3.3.1 Police and Police Support bargaining groups for the years 2025 through 2027.
 - 3.3.2 AFSCME bargaining group for the years 2025 through 2027.
 - 3.3.3 Fire bargaining group for the years 2023 through 2025.
 - 3.4 Continue to monitor near-term retirements and coordinate with department directors on succession planning strategies. This work is ongoing.
 - 3.5 Administer citywide training programs and conduct an annual employee survey.
 - 3.6 Manage the citywide performance evaluation process and employee recognition and service award programs. This work is ongoing.
 - 3.7 Review and digitize human resources and payroll records, identifying destruction and/or archival requirement. This work is ongoing.
 - 3.8 Conclude the Citywide Classification & Compensation Study by Q2 2023.
 - 3.9 Develop a citywide compensation policy and philosophy subject to review and approval by the City Council by Q4 2023.
 - 3.10 Develop a comprehensive onboarding program for new employees by Q2 2023.
- 4. Goal: Plan, organize, and supervise the City's community outreach efforts and media relations to educate residents and encourage informed input from the Mercer Island community.**
- 4.1 Develop and manage communications plans and provide support or outreach/engagement management for other departments.
 - 4.2 Maintain range of communications platforms (website, Let's Talk, social media, MI Weekly, news releases, etc.).
 - 4.3 Develop, deploy, and ensure consistent branding across departments and materials.
 - 4.4 Oversee the City's website, adding news and calendar items, updating content, and designing new webpages as needed. Continue citywide partnerships and training to ensure department staff are regularly updating and monitoring website content.
 - 4.5 Partner internally to develop and manage targeted outreach, including small business relations and cross-agency collaboration.
 - 4.6 Research and present options for the City Council's biennial public opinion survey; collaborate on promotion and assist with distribution and explanation of results.
 - 4.7 Conduct a biennial public opinion survey in 2024 to inform the 2025-2026 budget process.
- 5. Goal: Serve the public by striving for excellence in preparation of agendas and minutes of meetings and provide complete and accurate information while preserving the records of the City.**
- 5.1 Coordinate City Council meeting agenda packet creation and distribution and assist with hybrid meeting management.
 - 5.2 Manage the City's municipal code and official City records including ordinances, resolutions, agreements, and minutes.
 - 5.3 Provide administrative support to the City Manager, Chief of Administration, and City Council.

Department:
Administrative Services

2023-2024 Work Plan (continued)

- 5.4 Advertise, recruit, and fill vacancies for the City's boards and commissions. Update rosters, initiate and track Open Public Meetings Act (OPMA) and Public Records Act (PRA) training needs, ensure Code of Ethics compliance, and train support staff.
- 5.5 Assist with processing public records requests.
- 5.6 Provide training to employees regarding City Clerk and City Council policies and procedures, including Public Records Act training.
- 5.7 Provide ethics training for all public officials. Identify a Washington Cities Insurance Authority (WCIA) training consultant, establish curriculum that supports the adopted Code of Ethics, and develop a training schedule.

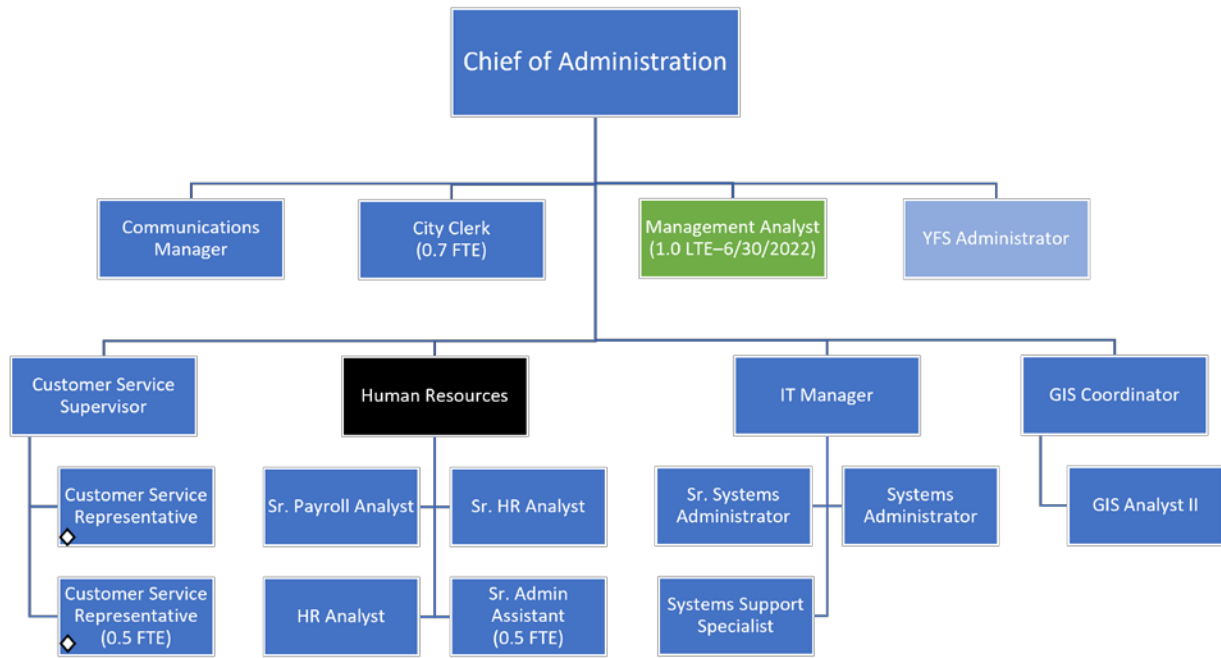
6. Goal: Provide excellent support and management of the City's technology, operations, and initiatives and the City's Geographic Information System and related products and services.

- 6.1 Procure, implement, maintain, and support all information and technology infrastructure, systems, and software that enables City service delivery to the public.
- 6.2 Implement technology projects approved in the Capital Improvement Plan, including a new financial system, a new cybersecurity system, and the technology equipment replacement program.
- 6.3 Assist staff to identify and prioritize technology projects for the 2025-2026 biennium.
- 6.4 Mitigate and respond to cyber and information security risks, complete cyber security audits, and conduct ongoing training for all technology users (employees, volunteers, City Council, and boards and commissioners) on cyber and information security.
- 6.5 Ensure that mobile computer systems in emergency vehicles and field reporting systems are dependable, well-maintained, and functional.
- 6.6 Continue to provide technology and staffing support for remote and hybrid public meetings (City Council, Boards and Commissions, etc.)
- 6.7 Maintain and administer all online map services to ensure WebGIS, Cityworks, and Online maps are operational.
- 6.8 Maintain and enhance mapping software (ESRI and VertiGIS GeoCortex) including procurement, licensing, maintenance, and administration to ensure GIS software and WebGIS software are operational.

Department:
Administrative Services

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Admin & Customer Service	3.00	3.00	3.00	3.00	0.0%	0.0%
Human Resources & Payroll	3.50	4.00	4.00	4.00	0.0%	0.0%
Information Technology	4.00	4.00	4.00	4.00	0.0%	0.0%
Geographic Information Systems	2.00	2.00	2.00	2.00	0.0%	0.0%
City Clerk	0.70	0.70	0.70	0.70	0.0%	0.0%
Communications	1.00	1.00	1.00	1.00	0.0%	0.0%
Total FTEs	14.20	14.70	14.70	14.70	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Admin & Customer Service	-	-	-	-	N/A	N/A
Human Resources & Payroll	-	1.00	-	-	-100.0%	N/A
Information Technology	-	-	-	-	N/A	N/A
Geographic Information Systems	-	-	-	-	N/A	N/A
City Clerk	-	-	-	-	N/A	N/A
Communications	-	-	-	-	N/A	N/A
Total LTEs	-	1.00	-	-	-100.0%	N/A
Total FTEs & LTEs	14.20	15.70	14.70	14.70	-6.4%	0.0%



Department:
Administrative Services

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	137,286	203,714	-	-	-100.0%	N/A
Utility Fees	116,785	167,832	210,964	219,590	25.7%	4.1%
IT M&O Rate Charges	795,302	1,028,034	1,009,628	1,063,288	-1.8%	5.3%
General Purpose Revenue	1,502,517	1,860,956	1,968,646	2,016,955	5.8%	2.5%
Total Revenues	2,551,891	3,260,536	3,189,238	3,299,833	-2.2%	3.5%
Expenditures:						
Salaries & Wages	1,343,606	1,591,283	1,645,920	1,704,198	3.4%	3.5%
Benefits	484,704	581,978	647,955	665,493	11.3%	2.7%
Supplies	31,418	48,500	39,760	40,520	-18.0%	1.9%
Contractual Services	477,123	674,375	561,800	598,200	-16.7%	6.5%
Communications	40,263	39,720	37,608	38,880	-5.3%	3.4%
Internal Service Charges	43,175	44,090	43,195	44,542	-2.0%	3.1%
Other Services & Charges	118,139	256,840	198,000	193,000	-22.9%	-2.5%
Intergovernmental Services	13,464	23,750	15,000	15,000	-36.8%	0.0%
Total Expenditures	2,551,891	3,260,536	3,189,238	3,299,833	-2.2%	3.5%

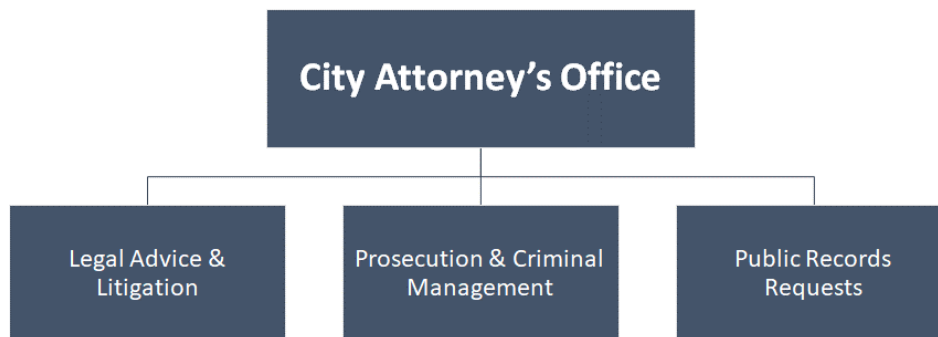
CITY ATTORNEY'S OFFICE

The City Attorney's Office provides legal counsel and representation to the City Manager, City Council, City departments, and as needed to City Council-appointed boards and commissions.

The City Attorney represents the City in civil litigation and administrative hearings in the areas of tort defense, land use, personnel and labor, contract, and municipal law. The City Attorney's Office assists in the preparation of City ordinances, contracts, and legal documents and provides coordinated response to public records requests. The City Attorney's Office budget includes contract costs for prosecution of criminal misdemeanor citations (e.g., driving while under the influence, domestic violence, assaults, and thefts) issued by the Mercer Island Police Department, and for public defense in cases where the criminal defendant cannot afford an attorney.

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Legal Advice & Defense	1,714,338	892,676	682,799	720,122	-23.5%	5.5%
Prosecution & Criminal Mgt	107,021	123,700	143,000	151,000	15.6%	5.6%
Public Records Requests	120,926	132,080	131,872	143,842	-0.2%	9.1%
Total	1,942,285	1,148,456	957,671	1,014,964	-16.6%	6.0%



Department:
City Attorney's Office

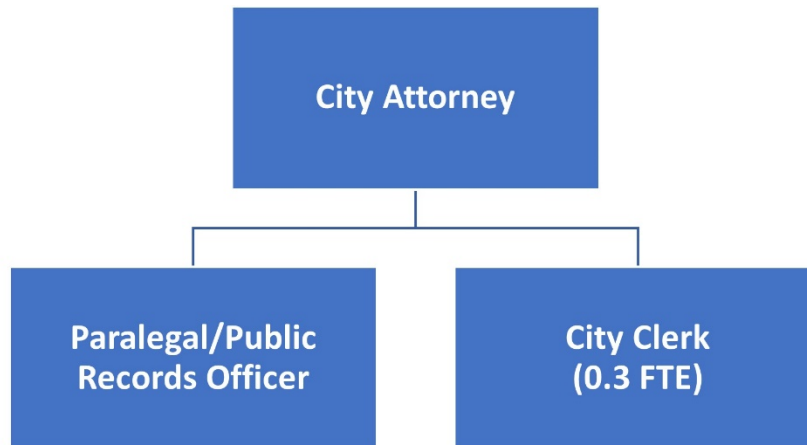
2023-2024 Work Plan

- 1. Provide legal advice and guidance to the City Council, the City Manager, and City departments, as well as boards and commissions.**
 - 1.1 Conduct legal research for civil matters, and ensure actions taken by the City are consistent with state and federal laws.
 - 1.2 Attend City Council meetings, Executive Sessions, and other meetings as needed; provide legal guidance and advice.
 - 1.3 Prepare draft ordinances for City Council consideration and adoption as City law.
 - 1.4 Negotiate contracts in a variety of areas, including ROW franchises, real estate and development services, land use, environmental law, public works, and professional services.
 - 1.5 Manage administrative claims and advise the City Manager and departments on risk management. Reviews incident reports City-wide for potential liability. The City receives an average of 25 claims and 75 incident reports per year.
- 2. Support comprehensive efforts relating to the future of the Bus/Rail Interchange along North Mercer Way.**
 - 2.1 Defend the 2017 Settlement Agreement with Sound Transit to ensure modifications to North Mercer Way that allow passenger transfers to and from bus and light rail at the East Link Station do not adversely impact traffic patterns or public safety for community residents.
- 3. Represent the City in civil litigation and prosecution of criminal citations.**
 - 3.1 Advise and represent the City in civil lawsuits, administrative appeals, and employment matters.
 - 3.2 Monitor and enforce terms of the Sound Transit Settlement Agreement.
 - 3.3 Manage representation and work assigned to outside legal counsel.
 - 3.4 Oversee prosecution of misdemeanor citations issued by the Mercer Island Police Department and management of criminal cases and infractions before the City's municipal court.
 - 3.5 Administer contracts for prosecutorial and public defense services.
- 4. Respond to public records requests pursuant to Public Records Act.**
 - 4.1 Coordinate timely response to public records requests.
 - 4.2 Ensure compliance with the Public Records Act and proper application of exemptions.
 - 4.3 Stay current with changes to public records laws.
 - 4.4 Review and identify destruction and/or archival requirements for records. Provide support to City departments for records retention.
 - 4.5 Develop a citywide training schedule for employees regarding records storage, retention, and destruction.
 - 4.6 Develop/update policies that identify the minimum requirements to lawfully destroy paper records after conversion to a digital format, ensuring access to, and retrieval of, digital images throughout the minimum retention period.

Department:
City Attorney's Office

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Prosecution & Criminal Mgt	-	-	-	-	N/A	N/A
Legal Advice & Defense	1.50	1.50	1.50	1.50	0.0%	0.0%
Public Records Requests	0.80	0.80	0.80	0.80	0.0%	0.0%
Total FTEs	2.30	2.30	2.30	2.30	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Prosecution & Criminal Mgt	-	-	-	-	N/A	N/A
Legal Advice & Defense	-	-	-	-	N/A	N/A
Public Records Requests	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	2.30	2.30	2.30	2.30	0.0%	0.0%



Department:
City Attorney's Office

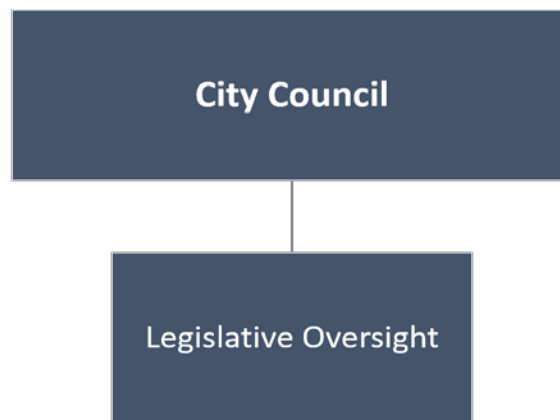
Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues						
Beginning Fund Balance	1,225,678	314,409	-	-	-100.0%	N/A
ARPA Funding	4,481	75,519	26,000	26,500		
General Purpose Revenue	712,126	758,528	931,671	988,464	22.8%	6.1%
Total Revenues	1,942,285	1,148,456	957,671	1,014,964	-16.6%	6.0%
Expenditures						
Salaries & Wages	302,350	308,205	323,860	346,822	5.1%	7.1%
Benefits	95,796	110,045	110,138	119,142	0.1%	8.2%
Supplies	2,322	1,850	3,750	3,750	102.7%	0.0%
Contractual Services	1,517,165	700,428	485,500	510,000	-30.7%	5.0%
Internal Service Charges	19,410	19,828	18,823	19,450	-5.1%	3.3%
Other Services & Charges	5,241	8,100	15,600	15,800	92.6%	1.3%
Total Expenditures	1,942,285	1,148,456	957,671	1,014,964	-16.6%	6.0%

CITY COUNCIL

The City Council is comprised of seven members who are elected on a non-partisan, "at-large" basis to four-year terms. The City Council serves as the legislative branch of the Mercer Island City government, establishing all City policies and passing all ordinances and resolutions.

From its members, the City Council appoints a Mayor and a Deputy Mayor every two years to preside over City Council meetings and serve as the leadership of the Council. The Mayor, Deputy Mayor, and the other five Councilmembers serve on a part-time basis. Councilmembers serve as liaisons between the City Council and City advisory boards and commissions, communicating information, policies, and work priorities between the bodies. In addition, Councilmembers may serve on City Council committees, and as liaisons to community, regional, and state groups.



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Legislative Oversight	53,936	161,925	54,277	54,454	-66.5%	0.3%
Sister City Program	440	950	450	950	-52.6%	111.1%
Total	54,376	162,875	54,727	55,404	-66.4%	1.2%

2023-2024 City Council Priorities (Adopted April 19, 2022 – AB 6064)

The City of Mercer Island provides outstanding municipal services that enhance and protect the environment, the quality of life, and our community's health, safety, and welfare. We engage with the community on issues of importance to listen, instill trust, and promote sound decision-making. We strive to create and maintain an environmentally sustainable and inclusive community that is safe and supportive for current and future generations.

Department:
City Council

2023-2024 City Council Priorities (continued)

In the 2023-2024 biennium, the City will continue to restore city services with fiscal sustainability while focusing on the government's effectiveness and efficiency, and the following priorities:

1. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas.
2. Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow.
3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks.
4. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community.

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Legislative Oversight	-	-	-	-	N/A	N/A
Sister City Program	-	-	-	-	N/A	N/A
Total FTEs	-	-	-	-	N/A	N/A
Limited Term Equivalents (LTEs)						
Legislative Oversight	-	-	-	-	N/A	N/A
Sister City Program	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	-	-	-	-	N/A	N/A

Department:
City Council

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	-	125,000	-	-	-100.0%	N/A
General Purpose Revenue	54,376	37,875	54,727	55,404	44.5%	1.2%
Total Revenues	54,376	162,875	54,727	55,404	-66.4%	1.2%
Expenditures:						
Salaries & Wages	19,200	19,200	19,200	19,200	0.0%	0.0%
Benefits	1,565	1,565	1,565	1,565	0.0%	0.0%
Supplies	7,215	8,500	9,000	9,000	5.9%	0.0%
Contractual Services	19,378	125,000	17,000	17,000	-86.4%	0.0%
Internal Service Charges	6,460	6,460	5,812	5,989	-10.0%	3.0%
Other Services & Charges	558	2,150	2,150	2,650	0.0%	23.3%
Total Expenditures	54,376	162,875	54,727	55,404	-66.4%	1.2%

CITY MANAGER'S OFFICE

Appointed by the City Council, the City Manager serves as the chief executive officer of the City. The City Manager is primarily responsible for the preparation of the City's biennial budget, the enforcement and implementation of all laws and policies, and the efficient and effective delivery of all City services. The City Manager's Office oversees the development and implementation of all policy and program initiatives, including the City Council's top legislative priorities. The City Manager's Office also oversees all department directors and special projects.



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Admin & Intergov't'l Relations	495,942	759,443	758,600	758,811	-0.1%	0.0%
Total	495,942	759,443	758,600	758,811	-0.1%	0.0%

Department:
City Manager's Office

2023-2024 Work Plan

1. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 1.1 Implement the adopted 2023-2024 budget with a continued focus on fiscal recovery of services and operations impacted by the COVID-19 pandemic.
- 1.2 Prepare and transmit a 2025-2026 biennial budget recommendation to include policy revisions and updates at the direction of the City Council.
- 1.3 Continue work on long-term financial strategies; including ongoing implementation of policies related to the long-term forecast, reserves, and operating contingencies.
- 1.4 Provide support to the Finance Department and Administrative Services Department in developing and revising financial and operational policies.
- 1.5 Evaluate the leadership structure of the Fire Department and prepare a long-term recommendation. Fire Department leadership is current performed through contract with Eastside Fire & Rescue.
- 1.6 Provide support to the Public Works, Finance, and Youth & Family Services Department to continue rebuilding Thrift Shop operations.
- 1.7 Collaborate with the Finance Department to engage the City Council and organization for the highest and best use of the City's American Relief Plan Act (ARPA) fund allocation. Track all funds and meet all federal reporting requirements. This work is ongoing through the biennium.
- 1.8 Complete the Classification and Compensation Study and the accompanying Recruitment and Retention Strategy. Provide policy recommendations to the City Council by Q2 2023.
- 1.9 Implement the organizational structure as approved in the 2023-2024 budget.
 - 1.9.1 Continue to work towards filling interim/vacant positions.
 - 1.9.2 Provide support to the organization to ensure succession planning remains a priority to address upcoming retirements.
 - 1.9.3 Emphasize building and developing future leaders throughout the organization through continuing education, cross-training, and identifying other opportunities for professional growth.

2. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks. (Adopted City Council 2023-2024 Priority, see AB 6064)

Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 2.1 Oversee the Comprehensive Facilities Assessment to include the Annex Building at the Mercer Island Community & Event Center, City Hall, the Maintenance Facility, and the Luther Burbank Administrative Building. This project will evaluate the remaining useful life of these buildings and identify alternatives to replace or repair. The project is anticipated to be complete by Q2 2024, with initial recommendations capital project recommendations prepared for the 2025-2026 budget.

Department:
City Manager's Office

2023-2024 Work Plan (continued)

- 2.2 Support the Public Works Department in the delivery of capital projects.
- 2.3 Support the Public Works Department in the implementation of the parks levy initiatives.

3. Goal: Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 3.1 Continue to prepare for the opening of the Sound Transit Light Rail Station. Work with internal teams and other agencies to ensure safe design and implementation.
- 3.2 Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices.
- 3.3 Support the Community Planning and Development Department (CPD) in the completion of the Comprehensive Plan update, to include an updated to the Economic Development Element. Support the development of specific economic development strategies. (See CPD work plan).
- 3.4 Oversee the activation of the former Tully's Property to serve as a satellite police precinct. Evaluate the potential expansion of the police volunteer program to include volunteers at the satellite police precinct to include preparation of a 2025-2026 budget proposal.

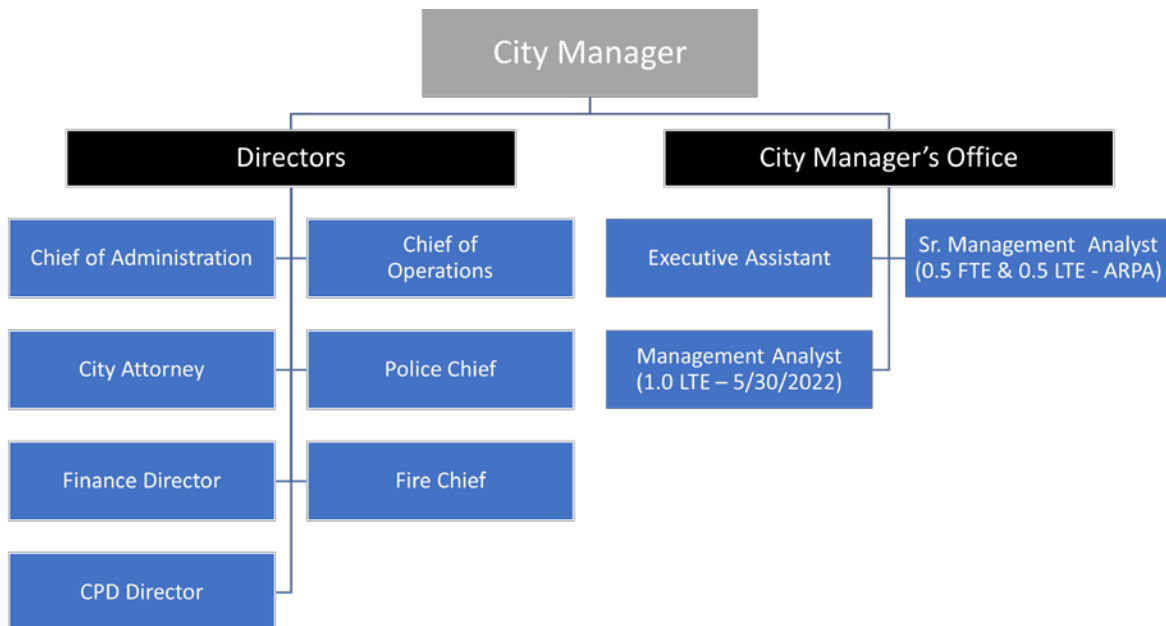
4. Goal: Provide leadership and planning support to the City Council.

- 4.1 Manage the City Council Planning Schedule to ensure timely delivery of work plan items. Evaluate the need for Special Meetings and "Joint Meetings" with other boards or governing bodies.
- 4.2 Provide support to the City Council in setting the agendas and preparing for the Annual Planning Session.
- 4.3 Prepare the annual legislative priorities with direction from the City Council. Respond to legislative activity at the State and Federal level and coordinate lobbyist activity.

Department: City Manager's Office

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Admin & Intergovt'l Relations	2.50	3.00	3.00	3.00	0.0%	0.0%
Total FTEs	2.50	3.00	3.00	3.00	0.0%	0.0%
Limited Term Equivalent (LTEs)						
Admin & Intergovt'l Relations	-	1.00	0.50	-	-50.0%	-100.0%
Total LTEs	-	1.00	0.50	-	-50.0%	-100.0%
Total FTEs & LTEs	2.50	4.00	3.50	3.00	-12.5%	-14.3%



Department:
City Manager's Office

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	-	140,800	-	-	-100.0%	N/A
ARPA Fund	-	101,500	72,688	77,319	-28.4%	6.4%
Solicitor license fees	-	100	100	100	0.0%	0.0%
General Purpose Revenue	495,942	517,043	685,812	681,392	32.6%	-0.6%
Total Revenues	495,942	759,443	758,600	758,811	-0.1%	0.0%
Expenditures:						
Salaries & Wages	356,393	519,358	465,567	460,735	-10.4%	-1.0%
Benefits	108,795	170,161	157,033	157,103	-7.7%	0.0%
Supplies	2,862	4,000	4,000	4,000	0.0%	0.0%
Contractual Services	1,026	35,000	85,000	85,000	142.9%	0.0%
Communications	1,358	2,300	2,000	2,000	-13.0%	0.0%
Internal Service Charges	23,110	23,624	37,100	38,473	57.0%	3.7%
Other Services & Charges	2,399	5,000	7,900	11,500	58.0%	45.6%
Total Expenditures	495,942	759,443	758,600	758,811	-0.1%	0.0%

COMMUNITY PLANNING & DEVELOPMENT

The Community Planning and Development Department (CPD) is responsible for ensuring compliance with several State statutes including the Growth Management Act (GMA), Shoreline Management Act (SMA), and the State Environmental Policy Act (SEPA). Compliance is achieved through the adoption, implementation and maintenance of the Comprehensive Plan and sub area plans, capital improvement plans, development and environmental regulations contained within the Mercer Island Municipal Code (MICC), as well as other initiatives and activities including the review and inspection of private and public development projects, the enforcement of construction, environmental and nuisance codes and the activation of economic development efforts.

CPD is comprised of four (4) divisions including Administration, Building Services, Permit Center, and Planning Services. A summary of key functions for each division is provided below:

- **Administration:** Serves as the primary point of contact for public information related to development and as an advocate for customers interested or engaged in development activity on the Island. Provide liaison services for organizations, large projects, and community-wide issues. Maintains the Comprehensive Plan and Development Code while providing staff support to the Planning Commission. Responsible for overall department budgeting as well as supporting the civil code compliance and economic development programs.
- **Building Plan Review and Inspection Services:** Process, review, and complete all private, non-profit, and public (i.e., city, state, regional, and utility entities) development permits, encompassing building plans examination and field inspections.
- **Permit Center:** Coordinate all facets of the permitting process, which encompass permit intake, issuance, and tracking. Leads the department efforts in records management and process improvements.
- **Land Use Planning:** Process all land use and non-single-family design review permit applications consistent with adopted policies in the Comprehensive Plan and Development Code within timeframes required by state law. These include rezones, code amendments, conditional use permits, variances, deviations, subdivision plats, lot line adjustments, shoreline development permits and exemptions, SEPA determinations, accessory dwelling units (ADU's), all land use appeals, major new construction design reviews, and minor revision design reviews, and staff administrative design reviews. Provides staff support to the Design Commission and Hearing Examiner.

Department:
Community Planning & Development



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration & Permitting	1,470,687	1,957,360	1,181,759	1,242,669	-39.6%	5.2%
Building Plan Review and Inspection	794,115	883,595	914,676	965,470	3.5%	5.6%
Permit Center	-	-	384,762	411,150	N/A	6.9%
Land Use Planning	401,365	535,079	748,076	792,104	39.8%	5.9%
Total	2,666,167	3,376,034	3,229,273	3,411,393	-4.3%	5.6%

Department:
Community Planning & Development

2023-2024 Work Plan

- 1. Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB6064)**
 - 1.1 Complete 2024 Comprehensive Plan Periodic Update by Q2 2024 as directed by the City Council in March 2022.
 - 1.2 Work with the City Manager's Office and the Finance Department to develop the 2025-2026 budget recommendation.
 - 1.3 Coordinate with the State Department of Commerce, the Puget Sound Regional Council, King County, and other King County jurisdictions on regional growth planning including affordable housing target development.
 - 1.4 Continue representation on the ARCH Executive Board and serve as the liaison between the City Council and ARCH. Support City Council with review and approval of the annual ARCH work program and budget, and the allocation to the Housing Trust Fund.
 - 1.5 Coordinate with intergovernmental organizations and other local government jurisdictions on legislative advocacy and provide support to the City Council for such.
 - 1.6 Review and report back to the City Council on the effectiveness and impacts of the 2017 Residential Development Standards code amendments included in the Residential Code (MICC 19.02) Identify opportunities to streamline permitting processes.
 - 1.7 Collaborate with the Finance Department to develop a Special Revenue Fund to track permit revenues for implementation by Q1 2025.
 - 1.8 Compile and analyze potential improvements to the development codes and propose such for the annual docket as appropriate.
 - 1.9 Work with the City Attorney's Office to analyze potential improvements to the nuisance codes.
 - 1.10 Support City Council with legislative reviews and other matters of local, regional, and state interest.
 - 1.11 Provide administrative support to the Planning Commission as well as staff recommendations for legislative reviews.
 - 1.12 Provide administrative support to the Design Commission as well as staff recommendations for design review permits.
 - 1.13 Provide administrative support to the Hearing Examiner as well as staff recommendations for land use permits and appeals.
 - 1.14 Work with the Mercer Island School District (MISD) to update school impact fees as necessary in coordination with the annual adoption of its Capital Facilities Plan (Q3-Q4).
 - 1.15 Update construction permit fees annually and include as part of the Master Fee Schedule (Q4).
 - 1.16 Ensure ongoing workforce development through training and job growth opportunities. Develop internal candidates for anticipated vacancies and plan for upcoming retirements.
 - 1.17 Index and digitize old records to make them easily accessible to the public and continue to provide support for public records requests. This work is ongoing.

Department:
Community Planning & Development

2023-2024 Work Plan (continued)

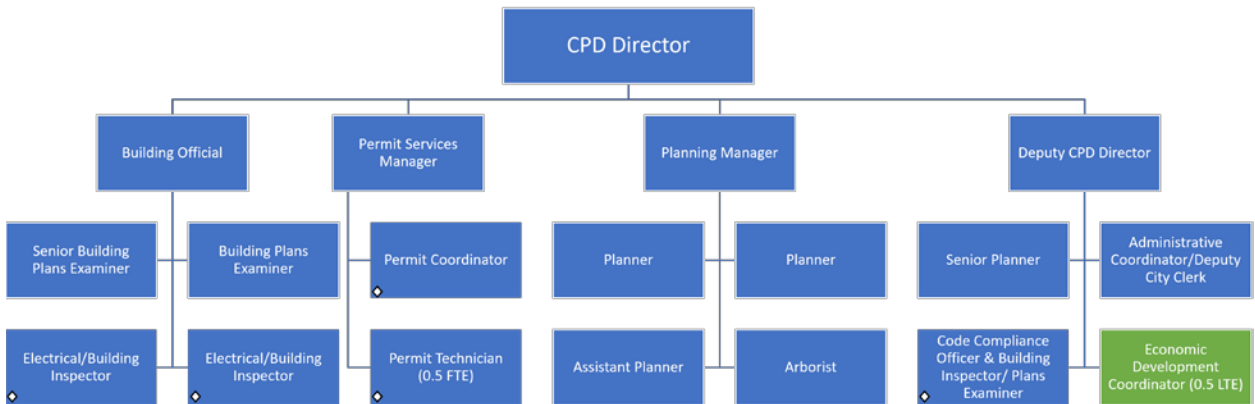
- 2. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 2.1 Develop an Economic Development Implementation Strategy to follow the 2024 Comprehensive Plan Periodic Update in Q2 2024.
 - 2.2 Establish an on-call Economic Development professional services contract to support efforts for a healthy and sustainable Town Center commercial environment through retail demand strategy and analysis.
 - 2.3 Support implementation of the actions identified in the Town Center Parking Study (Note: The Town Center Parking Study is anticipated to be completed in Q4 2022).
 - 2.4 Strengthen the relationship between the City and the local business community by providing transparent and timely information.
 - 2.5 Collaborate with the Mercer Island Chamber of Commerce to continue supporting local businesses.

- 3. Provide basic permitting service levels (including construction permit reviews, land use decisions, inspections, code compliance, noticing and public outreach, customer service and data reporting).**
 - 3.1 Analyze and implement measures to reduce building, planning, and land-use permit plan review times through appropriate staffing and on-call support levels. Routinely analyze data and gather feedback from customers to inform decision-making and process improvements.
 - 3.2 Strive to provide responses to all general inquires within one business day. Collaborate with the Customer Service team to improve access to frequently asked questions.
 - 3.3 Maintain current service levels of “next day” inspections through appropriate staffing and on-call support levels.
 - 3.4 Reestablish the “over-the-counter” (OTC) permit program by Q2 2023.
 - 3.5 Restore the Code Compliance position to 1.0 FTE to address ongoing service needs.
 - 3.6 Update the construction codes according to state requirements by Q2 2023.
 - 3.7 Prepare for TrakIT permit software replacement in 2025-2026, including development of workflow mapping. Collaborate with the IT team to prepare for the implementation

Department: Community Planning & Development

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Administration & Permitting	6.50	6.50	3.50	3.50	-46.2%	0.0%
Building Plan Review and Inspection	5.50	5.50	5.50	5.50	0.0%	0.0%
Permit Center	-	-	3.00	3.00	N/A	0.0%
Land Use Planning	4.00	6.00	6.00	6.00	0.0%	0.0%
Total FTEs	16.00	18.00	18.00	18.00	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Administration & Permitting	1.00	1.50	-	-	-100.0%	N/A
Building Plan Review and Inspection	-	-	-	-	N/A	N/A
Permit Center	-	-	-	-	N/A	N/A
Land Use Planning	-	-	-	-	N/A	N/A
Total LTEs	1.00	1.50	-	-	-100.0%	N/A
Total FTEs & LTEs	17.00	19.50	18.00	18.00	-7.7%	0.0%



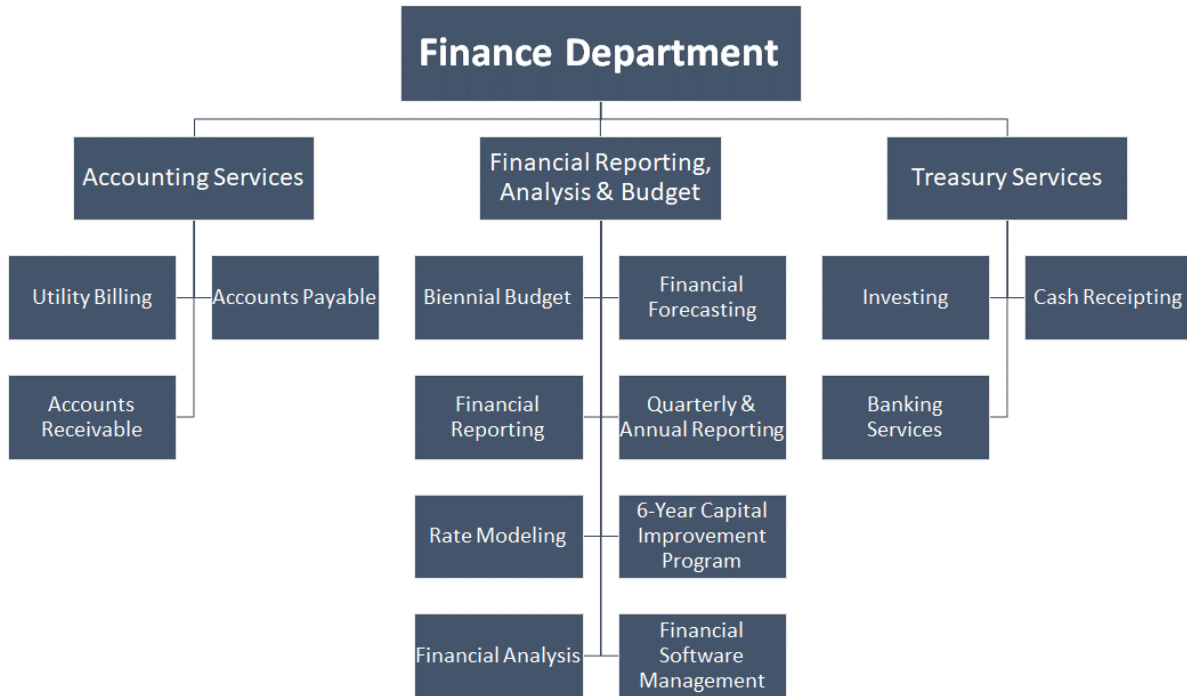
Department:
Community Planning & Development

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance (GF)	-	660,141	-	-	-100.0%	N/A
Development Fee Revenue	2,438,338	2,071,543	2,130,161	2,086,377	2.8%	-2.1%
Other Charges for Services	64,720	37,800	37,800	37,800	0.0%	0.0%
General Fund Tax Revenue	163,109	606,550	1,061,312	1,287,216	75.0%	21.3%
Total Revenues	2,666,167	3,376,034	3,229,273	3,411,393	-4.3%	5.6%
Expenditures:						
Salaries & Wages	1,696,554	2,085,105	2,007,905	2,129,834	-3.7%	6.1%
Benefits	591,733	709,174	763,992	820,304	7.7%	7.4%
Supplies	14,555	17,300	14,700	14,700	-15.0%	0.0%
Contractual Services	226,540	433,073	276,472	276,472	-36.2%	0.0%
Communications	10,774	7,200	10,000	10,000	38.9%	0.0%
Internal Service Charges	114,379	116,612	124,204	128,083	6.5%	3.1%
Other Services & Charges	11,632	7,570	32,000	32,000	322.7%	0.0%
Total Expenditures	2,666,167	3,376,034	3,229,273	3,411,393	-4.3%	5.6%

FINANCE DEPARTMENT

The Finance Department provides financial planning, analysis and reporting, treasury, accounting, and financial software support services for all City operations. Critical accounting functions include utility billing services for the water, sewer and stormwater utilities, accounts payable processing, business license administration, business tax oversight, capital asset accounting, and external financial reporting. The Finance Department assists operating departments in budget proposals, revenue forecasting, and financial management.



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Financial Services	855,817	1,154,317	1,333,731	1,410,476	15.5%	5.8%
Utility Billing	429,398	800,963	558,875	597,668	-30.2%	6.9%
Total	1,285,215	1,955,280	1,892,606	2,008,144	-3.2%	6.1%

Department:

Finance

2023-2024 Work Plan

1. Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community (Adopted City Council 2023-2024 Priority, see AB 6064).

- 1.1 Oversee the mid-biennial budget update and develop the 2025-2026 biennial budget.
- 1.2 Complete annual financial reports as specified by the State Auditor's Office each year.
- 1.3 Transition the City's annual financial report from Generally Accepted Accounting Practices (GAAP) full accrual financial statements to the modified cash-basis method by Q4 2023.
- 1.4 Oversee the State Auditor's Office (SAO) Annual Financial audit, Accountability audit, and in years where the City spend \$750,000+ in Federal dollars, the Federal Single audit, as required. Provide all documentation, resources, and staff support as required. This work is ongoing.
- 1.5 Conduct a phased implementation of the new financial management software system. This entails grouping software system modules that power core business processes being phased into production while progressively going live with additional ancillary modules as the implementation progresses. Completion date for core financials is Q4 2023, with the entire financial management software system going live in Q3 2025.
- 1.6 In tandem with Public Works, conduct a utility rate study to inform utility rate adjustments for review by the Utility Board for the 2025-2026 biennium by Q3 2024.
- 1.7 Complete a cost allocation methodology analysis to identify the full costs of services provided by internal service departments by Q4 2024.
- 1.8 Engage the City Council and organization for the highest and best use of the City's American Relief Plan Act (ARPA) fund allocation. Track all funds and meet all federal reporting requirements. This work is ongoing through the biennium.
- 1.9 Review and update the City's financial management policies regarding the following:
 - 1.9.1 Equipment surplus policy, including review of the valuation threshold for City Council approval by Q4 2024.
 - 1.9.2 Long-term funding mechanism for ongoing technology expenses by Q4 2024.
 - 1.9.3 Utility billing policies and procedures by Q4 2024.
 - 1.9.4 Purchasing and procurement procedures and written policies by Q4 2024.
- 1.10 Cross-train staff in utility billing, payroll management, and other internal service workflows within the department. This work is ongoing.

2. Goal: Provide excellent service to internal and external customers.

- 2.1 Split supervisory responsibilities with the Public Works Department to help the Mercer Island Thrift Shop fully recover operations.
- 2.2 Ensure staff is properly trained leading up to go-live dates with the new financial management software. This work is ongoing through the biennium.
- 2.3 In concert with the City Manager's Office, facilitate utility billing customers in need of financial assistance with the variety of City resources. This work is ongoing.
- 2.4 Transition to monthly financial reports by Q4 2024. Implementation of this goal is tied to implementation of the new financial software system.

Department:
Finance

2023-2024 Work Plan (continued)

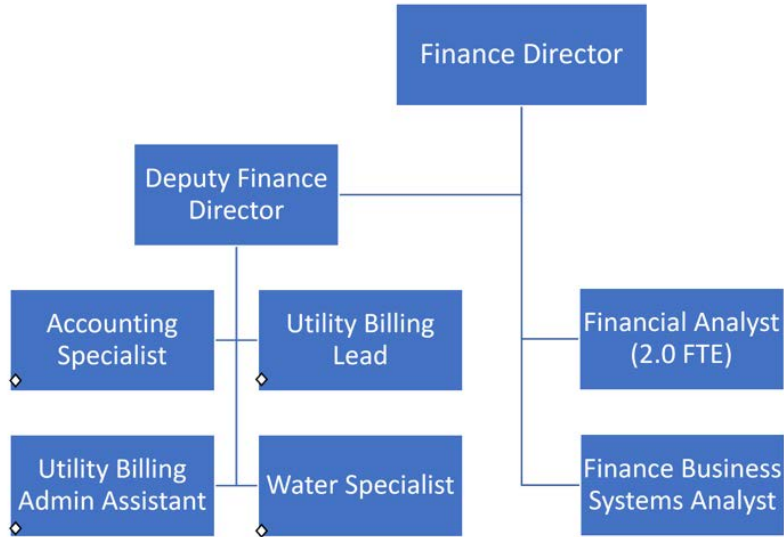
- 2.5 Provide collective bargaining support for the Administrative Services Department. This work is ongoing.
- 2.6 Develop a Special Revenue Fund to track permit revenues in the Community Planning and Development Department for implementation by Q1 2025.
- 2.7 Provide regular opportunities for City staff to provide feedback on interdepartmental budget development and financial system implementation work throughout the biennium.
- 2.8 Assist the Police department with completion of a marine patrol cost allocation model to charge contract cities for marine patrol services by Q4 2023.
- 2.9 Assist with the implementation of the Meter Replacement Project, develop new internal business operations, and train staff based on this infrastructure improvement by Q4 2024.
- 2.10 Assist Public Works to update solid waste rates per the new proposed solid waste rates from King County and Recology, anticipated in 2023 and 2024.
- 2.11 Support implementation of the Supervisory Control and Data Acquisition (SCADA) System conducted by Public Works through project completion.
- 2.12 Support Administrative Services as the City transitions from bi-weekly to semi-monthly payroll processing.

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Financial Services	5.50	6.50	6.00	6.00	-7.7%	0.0%
Utility Billing	2.50	2.50	3.00	3.00	20.0%	0.0%
Total FTEs	8.00	9.00	9.00	9.00	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Financial Services	-	-	-	-	N/A	N/A
Utility Billing	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	8.00	9.00	9.00	9.00	0.0%	0.0%

Department:
Finance

Staffing Summary (continued)



Revenue & Expenditure Summary

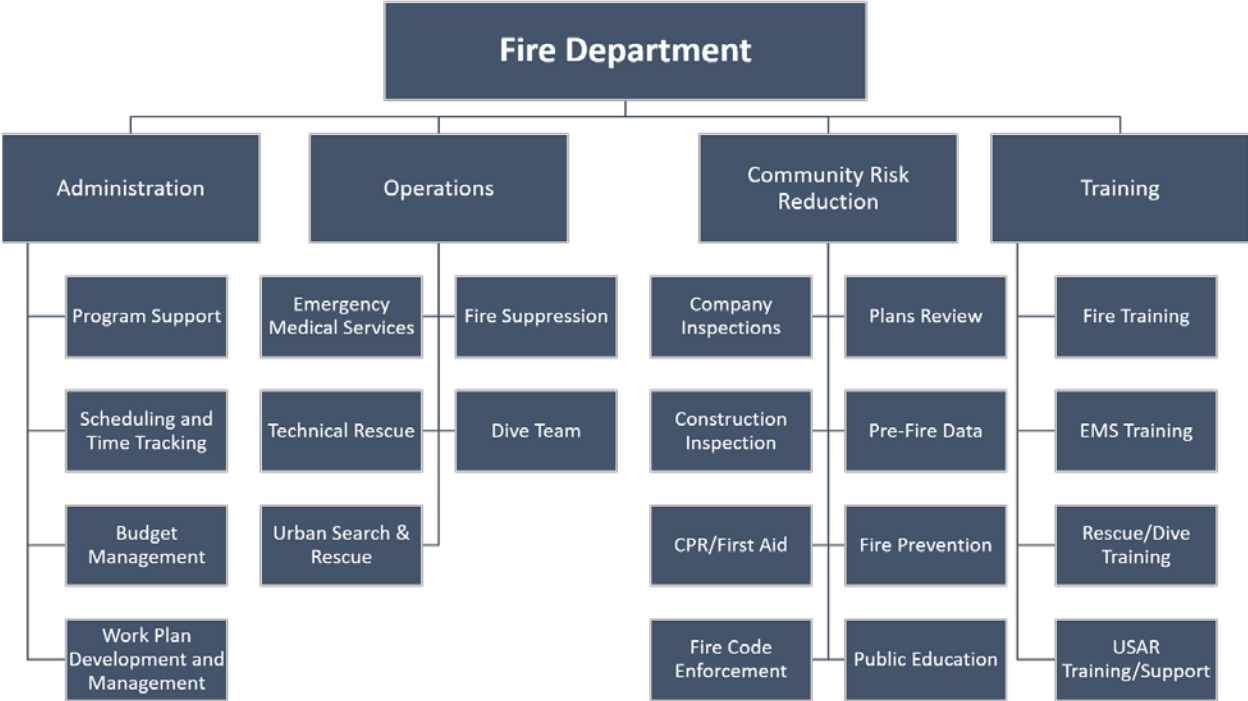
Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	65,500	555,250	-	-	-100.0%	N/A
Business License Fees	126,264	115,000	115,000	115,000	0.0%	0.0%
Utility Charge for Services	429,398	636,963	558,875	597,668	-12.3%	6.9%
ARPA - Utility Relief Grant	-	164,000	-	-	-100.0%	N/A
General Tax Revenue	664,053	484,067	1,218,731	1,295,476	151.8%	6.3%
Total Revenues	1,285,215	1,955,280	1,892,606	2,008,144	-3.2%	6.1%
Expenditures:						
Salaries & Wages	698,285	786,457	929,139	1,005,978	18.1%	8.3%
Benefits	263,670	325,763	372,749	404,146	14.4%	8.4%
Supplies	5,209	6,750	5,250	5,250	-22.2%	0.0%
Contractual Services	233,831	576,200	473,847	479,650	-17.8%	1.2%
Communications	20,673	17,400	22,650	22,650	30.2%	0.0%
Internal Service Charges	48,374	49,310	51,971	53,470	5.4%	2.9%
Other Services & Charges	15,174	29,400	37,000	37,000	25.9%	0.0%
Utility Grant Program	-	164,000	-	-	-100.0%	N/A
Total Expenditures:	1,285,215	1,955,280	1,892,606	2,008,144	-3.2%	6.1%

FIRE DEPARTMENT

The Fire Department’s primary mission is to protect the community by preventing, intervening, or controlling events that left unchecked would result in property loss, injury, or loss of life. The Mercer Island Fire Department (MIFD) delivers these services via a tiered response structure involving emergency and non-emergency intervention systems, public education, and code enforcement. These systems are organized into four functional areas: Administration, Operations, Community Risk Reduction, and training.

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration	651,264	703,091	553,042	580,509	-21.3%	5.0%
Operations	5,992,762	6,290,828	6,523,534	6,856,885	3.7%	5.1%
Community Risk Reduction	257,582	267,741	286,521	297,173	7.0%	3.7%
Training	112,241	162,400	163,750	163,750	0.8%	0.0%
Total	7,013,850	7,424,060	7,526,847	7,898,317	1.4%	4.9%



Department:

Fire

2023-2024 Work Plan

1. **Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 1.1 Deploy personnel and resources in an efficient and effective manner to remain responsive to community needs. Continue to respond and address surges and deviations during the COVID-19 Pandemic. This work is ongoing.
 - 1.2 Review and provide data driven updates specific to fee collection policies (transport fee, Fire Marshals permitting, GEMT, etc.), new or updated requests for contracts, and/or strategies to the City Manager in September of each year.
 - 1.3 Plan for anticipated retirements by identifying departure dates as early as possible. Develop succession plans for all ranks within the department and identify pathways to achieve each of those ranks. This work is ongoing.
 - 1.4 Coordinate with Administrative Services and Finance to update the new Master Fee Schedule annually to include all associated fire permit fees.
2. **Goal: Keep the Mercer Island community safe through effective planning, training, response, and mitigation of emergencies.**
 - 2.1 In collaboration with regional partners and emergency management, develop “lessons learned” from COVID-19 to prepare for potential future pandemic outbreaks with respect to personal protective equipment (PPE) usage, its reuse, as well as decontamination protocols by Q2 2023.
 - 2.2 Engage with regional partners to train up to six personnel to become Red Card certified to assist with both Mercer Island and regional urban interface and wildland related emergencies by Q4 2023. This type of training will be ongoing.
 - 2.3 Resume CPR, AED, Rescue Diver, and technical rescue certifications for personnel and research and implement training opportunities designed to further improve performance outcomes in each of these disciplines by Q4 2023.
 - 2.4 Focus on the physical and mental wellness of firefighters by developing the MIFD PEER Support Team and offer quarterly webinars on mental health and wellness. This work is ongoing.
 - 2.5 Assess MIFD current baseline performance metrics and establish new baseline response metrics for both stations by Q4 2023.
 - 2.5.1 Attain a 90% fractal response time¹ (time of call to on scene) of 6:30 for EMS responses.
 - 2.5.2 Attain a 90% fractal response time (time of call to on scene) of 7:30 for Fire responses.
 - 2.5.3 Attain a 90% fractal turnout time of 75 seconds for daytime and 90 seconds for nighttime for EMS responses.

¹ RCW 52.33.030 requires fire departments to include service delivery objectives in a written policy with specific response time objectives for major service components. MIFD measures these with fractal response goals. Fractal response times are defined as the ability of the department to respond within a given time with 90% assurance.

Department:
Fire

2023-2024 Work Plan (continued)

- 2.6 Attain a 90% fractal turnout time of 105 seconds for daytime and 150 seconds for nighttime for Fire responses.
- 2.7 Study the feasibility of modifying the geographical response boundary of Fire Station 92 to balance the call volumes between Stations 91 and 92 by Q4 2023.
- 2.8 In partnership with the Youth and Family Services Department, utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program beginning Q1 2023.

3. Goal: Maintain or increase cardiac survival rates.

- 3.1 Continue to participate in cardiac survival studies through King County Emergency Medical Services (KCEMS). This work is ongoing.
- 3.2 Support Citizen initiated CPR by reimplementing MIFD instructed classes by Q4 2023 utilizing a full cost recovery model. Continue to review the effectiveness of Pulse Point App for citizen-initiated CPR prior to MIFD arrival to increase patient survivability. This is ongoing
- 3.3 Purchase King County Public Health certified defibrillators for 911 response by Q3 2023.

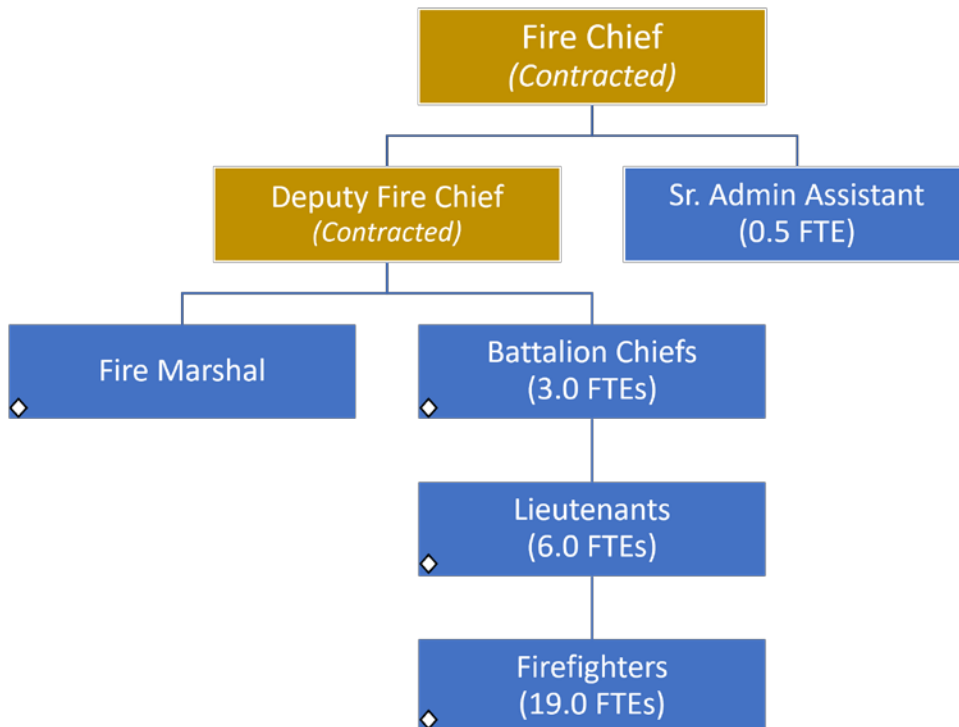
4. Goal: Emphasize community risk reduction through fire prevention and public education.

- 4.1 Work with Sound Transit on design, plan review, and installation of fire suppression systems for the light rail station by Q2 2024. This work is ongoing.
- 4.2 Work with Zone 1 Fire Marshals on the Puget Sound Emergency Radio Network (PSERN) in-building radio coverage for the new County radio system, to be completed by Q4 2023.
- 4.3 Continue to work towards improving the Washington Surveying & Rating Bureau (WSRB) rating from a class 4 to a class 3 city with the intent to lower insurance costs for Mercer Island residents.
- 4.4 Train one Inspector per shift (A, B and C) to become a certified International Code Council (ICC) Inspector 1 by Q4 2024.
- 4.5 Develop lesson plans for approximately 10 public education related topics (Home Safety, Exit Drills, Smoke Detector Education etc.) by Q4 2024.
- 4.6 Work with the Community Planning & Development Department and the City Council to adopt the 2021 Fire Code by Q2 2023.

Department: Fire

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalent (FTEs)						
Administration	3.00	2.50	2.50	2.50	0.0%	0.0%
Operations	28.00	28.00	28.00	28.00	0.0%	0.0%
Training	-	-	-	-	N/A	N/A
Community Risk Reduction	1.00	1.00	1.00	1.00	0.0%	0.0%
Total FTEs	32.00	31.50	31.50	31.50	0.0%	0.0%
Limited Term Equivalent (LTEs)						
Administration	-	-	-	-	N/A	N/A
Operations	-	-	-	-	N/A	N/A
Training	-	-	-	-	N/A	N/A
Community Risk Reduction	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	32.00	31.50	31.50	31.50	0.0%	0.0%



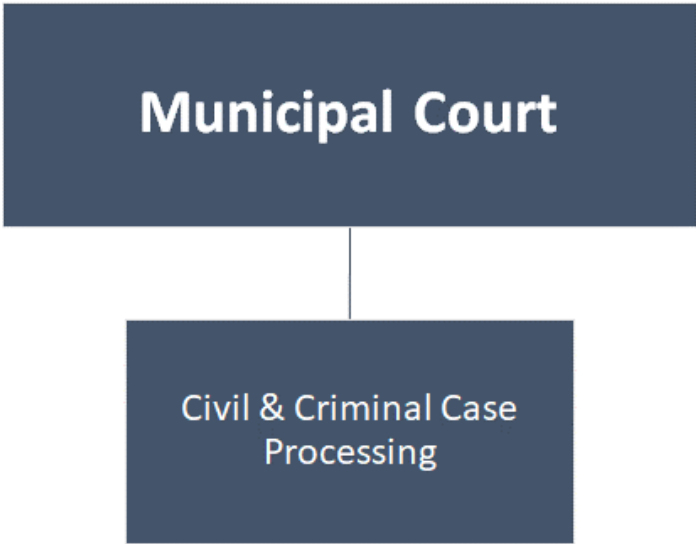
Department:
Fire

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Ambulance Transport Fee	300,376	309,400	318,682	328,242	3.0%	3.0%
Development Permit Fees	133,371	106,696	104,562	102,471	-2.0%	-2.0%
GEMT Program	-	118,154	94,917	122,493	-19.7%	29.1%
King County EMS Levy	529,872	758,000	764,185	785,888	0.8%	2.8%
EMS Charge for Service	627,924	640,000	695,040	736,742	8.6%	6.0%
Donation & Other	6,736	4,125	5,035	4,947	22.1%	-1.7%
General Purpose Revenue	5,415,571	5,487,685	5,544,426	5,817,534	1.0%	4.9%
Total Revenues	7,013,850	7,424,060	7,526,847	7,898,317	1.4%	4.9%
Expenditures:						
Salaries & Wages	4,746,185	4,843,683	4,777,534	5,060,847	-1.4%	5.9%
Benefits	1,356,420	1,385,652	1,381,341	1,458,734	-0.3%	5.6%
Supplies	124,174	285,775	185,850	163,850	-35.0%	-11.8%
Contractual Services	278,724	398,000	610,560	629,967	53.4%	3.2%
Communications	46,359	29,000	39,000	40,000	34.5%	2.6%
Internal Service Chargs	241,047	243,850	265,562	270,319	8.9%	1.8%
Other Services & Charges	38,843	38,600	65,900	66,100	70.7%	0.3%
Intergovernmental Services	182,098	199,500	201,100	208,500	0.8%	3.7%
Total Expenditures	7,013,850	7,424,060	7,526,847	7,898,317	1.4%	4.9%

MUNICIPAL COURT

The Mercer Island Municipal Court is responsible for adjudicating all criminal misdemeanor and gross misdemeanor crimes, infractions, and parking violations under Municipal Code and the Revised Code of Washington Statutes. Misdemeanors include offenses such as driving under the influence, assault, theft, trespass, and driving with license suspended. Infraction violations include speeding, failure to stop, no insurance, cell phone use, and minor traffic accident violations. The Mercer Island Municipal Court also adjudicates cases for the City of Newcastle, which contracts for court services with the City.



Operating Expenditures

Department Function	2021 Actual	2022 Forecast	2023 Budget	2024 Budget	Percent Change	
					22-23	23-24
Civil & Criminal Case Processing	442,849	484,370	519,208	549,259	7.2%	5.8%
Total	442,849	484,370	519,208	549,259	7.2%	5.8%

2023-2024 Work Plan

1. **Goal: Resolve cases in a fair and just manner in accordance with the laws of Washington State and provide a legal venue for individuals to adjudicate civil infractions and criminal cases.**
 - 1.1 Hold court hearings in a timely fashion as required by the Washington State Supreme Court.
 - 1.2 Adjudicate civil infractions and set hearing dates.
 - 1.3 Prepare monthly reports and submit to the Office of Administrator of the Courts.
 - 1.4 Facilitate probation and court monitoring services to ensure compliance with judgments and sentencings. Set and hold post-sentence compliance review hearings when appropriate.

Department:
Municipal Court

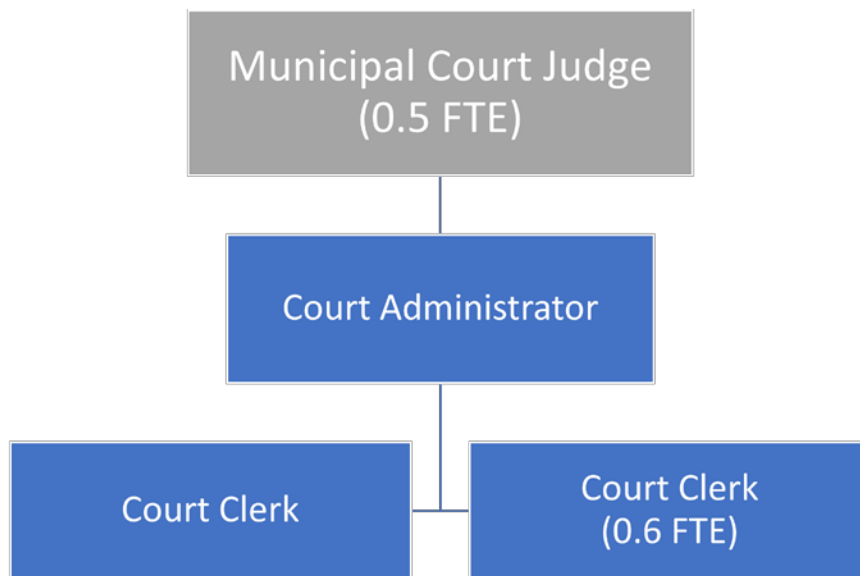
2023-2024 Work Plan (continued)

- 1.5 Collect court fines.
 - 1.6 Continue to provide municipal court services to the City of Newcastle via the current interlocal agreement.
 - 1.7 Conduct court security assessment. Work to improve court security in line with Washington State General Court Rule guidelines.
 - 1.8 Adjudicate certain identified civil code infractions and set hearing dates.
- 2. Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)**
- 2.1 Assess, plan, and implement updated procedures and technology of the Court. Move to add audio and video upgrades with grant funding recently received from the State. Utilize the grant funding to implement paperless court file maintenance which will include outside pleading filings, discovery and records request transfers, and court file depository and usage.
 - 2.2 Upgrade court technology to allow for limited remote hearings opening more immediate access to the Court for in-custody defendants and limit jail and transport costs.
 - 2.3 Update court operations procedures to allow better notice to defendants, counsel, and the Police Department to increase access to justice and improve court time efficiency for all parties.
 - 2.4 Support the Finance Department in completing an overhead cost analysis to ensure the interlocal with the City of Newcastle is fully cost recovering. Complete by Q4 2023.
 - 2.5 Increase community engagement and outreach including Mercer Island public and private schools, Mercer Island Youth and Family services, the Mercer Island local arts community, and others.
 - 2.6 Evaluate expending the suite of court services provided to the community, which may include wedding ceremonies, passport services, and other opportunities.
- 3. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks. (Adopted City Council 2023-2024 Priority, see AB 6064)**
- 3.1 Support the City Manager's Office in the Comprehensive Facilities Assessment related to future municipal court needs.

Department: Municipal Court

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Civil & Criminal Case Processing	3.30	3.10	3.10	3.10	0.0%	0.0%
Total FTEs	3.30	3.10	3.10	3.10	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Civil & Criminal Case Processing	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	3.30	3.10	3.10	3.10	0.0%	0.0%



Department:
Municipal Court

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Court Fines & Forefeits	192,701	159,418	175,359	192,895	10.0%	10.0%
General Purpose Revenue	250,148	324,952	343,849	356,364	5.8%	3.6%
Total Revenues	442,849	484,370	519,208	549,259	7.2%	5.8%
Expenditures:						
Salaries & Wages	297,873	305,401	305,113	323,420	-0.1%	6.0%
Benefits	108,998	141,090	122,379	131,287	-13.3%	7.3%
Supplies	1,180	2,000	6,000	2,000	200.0%	-66.7%
Contractual Services	10,811	10,000	42,800	46,100	328.0%	7.7%
Internal Service Charges	20,679	20,679	30,166	31,202	45.9%	3.4%
Other Services & Charges	3,308	5,200	12,750	15,250	145.2%	19.6%
Total Expenditures	442,849	484,370	519,208	549,259	7.2%	5.8%

NON-DEPARTMENTAL

Non-Departmental consists of those functions that cannot be attributed to a specific department, including:

1. Mandatory Intergovernmental Services

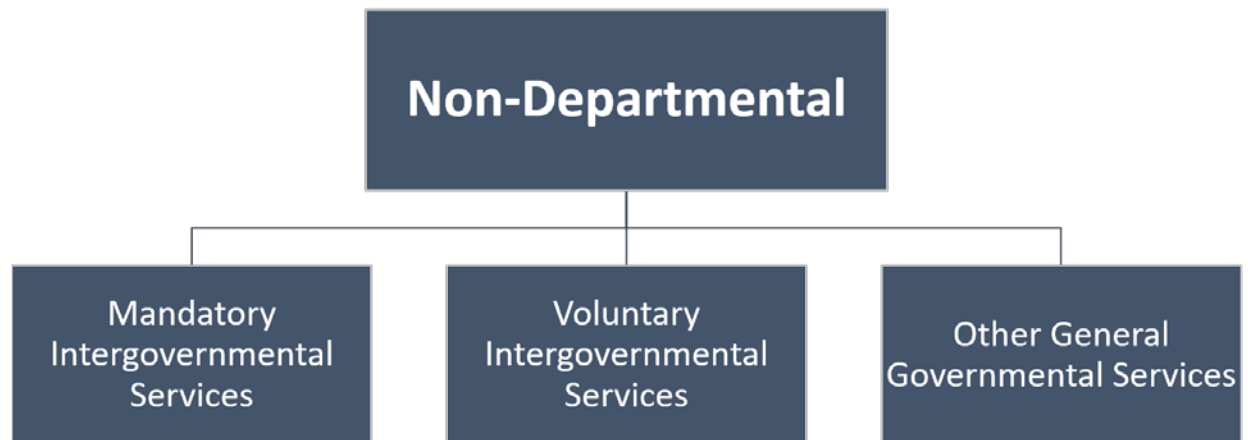
- Remit 2% of liquor taxes received quarterly to King County Alcoholism program.
- Support atmospheric monitoring and implementation of pollution controls.

2. Voluntary Intergovernmental Services

- Association of Washington Cities (AWC).
- A Regional Coalition of Housing (ARCH).
- Sound Cities Association (SCA).
- Puget Sound Regional Council (PSRC).
- Human Services Pooled program through the City of Bellevue.
- Mercer Island Chamber of Commerce support.
- Interlocal agreement with the Mercer Island School District for Mary Wayte Pool operations.

3. Other General Government Services

- General office supplies, postage and machine rental, copier leases, and armored car service.
- Community survey, fiscal studies, and management consulting.
- General, property, and automobile liability insurance.
- Employee salary adjustment reserve.
- LEOFF 1 retiree long term care and direct medical costs and health insurance premiums.
- Firemen's Pension payments to eligible retirees.
- Interfund transfers for debt service on utility interfund loans and South Mercer Playfields.
- Ongoing General Fund support of technology and the equipment portion of the CIP.



Department:
Non-Departmental

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Mandatory Intergovt'l Services	45,176	46,200	47,895	48,500	3.7%	1.3%
Voluntary Intergovt'l Services	324,056	360,236	388,626	400,150	7.9%	3.0%
Other General Gov't Services	3,173,865	4,496,513	3,184,098	3,056,134	-29.2%	-4.0%
Total	3,543,097	4,902,949	3,620,619	3,504,784	-26.2%	-3.2%

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Mandatory Intergovt'l Services	-	-	-	-	N/A	N/A
Voluntary Intergovt'l Services	-	-	-	-	N/A	N/A
Other General Gov't Services	-	-	-	-	N/A	N/A
Total FTEs	-	-	-	-	N/A	N/A
Limited Term Equivalents (LTEs)						
Mandatory Intergovt'l Services	-	-	-	-	N/A	N/A
Voluntary Intergovt'l Services	-	-	-	-	N/A	N/A
Other General Gov't Services	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	-	-	-	-	N/A	N/A

Department:
Non-Departmental

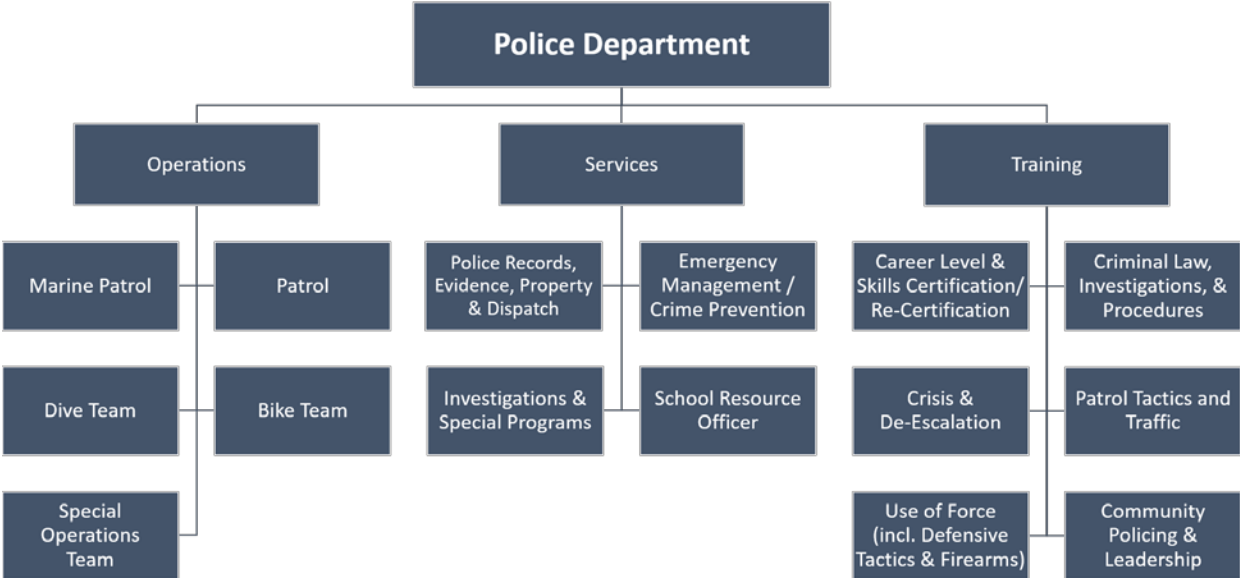
Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenue:						
Beginning Fund Balance-General	1,100,827	1,211,969	-	-	-100.0%	N/A
ARPA Funding	-	298,904	671,402	733,080	124.6%	9.2%
Firefighter Pension Fund Reserve	88,774	94,500	100,000	103,000	5.8%	3.0%
General Purpose Revenue	2,353,496	3,297,576	2,849,217	2,668,704	-13.6%	-6.3%
Total Revenue	3,543,097	4,902,949	3,620,619	3,504,784	-26.2%	-3.2%
Expenditure:						
Salaries & Wages	117,127	345,000	248,000	254,000	-28.1%	2.4%
Benefits	611,531	586,212	577,600	603,800	-1.5%	4.5%
Supplies	29,214	62,800	30,000	33,750	-52.2%	12.5%
Contractual Services	365,743	629,780	192,600	218,100	-69.4%	13.2%
Communications	29,991	34,000	32,000	32,000	-5.9%	0.0%
Internal Service Charge	29,463	30,048	29,355	30,337	-2.3%	3.3%
Insurance	604,879	635,850	791,363	831,289	24.5%	5.0%
Other Services & Charges	16,957	650	2,500	2,500	284.6%	0.0%
Intergovernmental Services	371,309	388,136	418,621	430,750	7.9%	2.9%
Interfund Transfers	1,366,883	2,190,473	1,298,580	1,068,258	-40.7%	-17.7%
Total Expenditures	3,543,097	4,902,949	3,620,619	3,504,784	-26.2%	-3.2%

POLICE DEPARTMENT

The mission of the Mercer Island Police Department is to contribute to Mercer Island's reputation as a safe, friendly, economically thriving community in which to live, work, learn, play, and visit. The Police Department is organized around the following functions:

- **Administration:** Oversee Police Services and Operations divisions and implement policies, procedures, and practices to accomplish the Department’s mission.
- **Patrol:** Protect life and property, enforce laws and ordinances, investigate crimes, and maintain civil order.
- **Marine Patrol:** Oversee Public Safety services on Lake Washington, including code and law enforcement, rescue, public education, and public assistance.
- **Investigations & Special Programs:** Investigate criminal acts, complete case filings, forward charges to the prosecutor’s office, and work with other agencies to solve crimes. Provide special programs to Mercer Island schools relating to drug and alcohol abuse and bullying prevention.
- **Records, Property & Dispatch:** Provide initial police contact to the public, maintain records, manage confiscated property and evidence, and contract for police dispatch services with NORCOM.
- **Special Teams:** Dive Team rescues and recoveries, Special Operations Team high-risk details, and Bike Team traffic control and public relations.
- **Training:** Provide a full complement of training for Department personnel.
- **Emergency Management:** Develop and maintain all documentation and programs necessary to meet the City’s responsibilities for disaster preparedness.
- **Jails:** Manage contracted jail services with the City of Issaquah and King County.



Department:
Police

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration	1,243,127	1,397,961	1,163,433	1,216,633	-16.8%	4.6%
Patrol	3,541,700	3,965,844	4,413,879	4,736,166	11.3%	7.3%
Marine Patrol	553,810	642,636	561,674	583,662	-12.6%	3.9%
Investigations & Special Programs	720,353	733,325	924,685	996,617	26.1%	7.8%
Emergency Management	183,969	218,246	233,784	245,579	7.1%	5.0%
Records, Property & Dispatch	838,614	980,614	898,323	936,200	-8.4%	4.2%
Special Teams	39,689	45,400	72,500	72,500	59.7%	0.0%
Training	68,499	77,500	90,200	90,200	16.4%	0.0%
Jails	102,644	90,850	100,750	100,750	10.9%	0.0%
Total	7,292,406	8,152,376	8,459,228	8,978,307	3.8%	6.1%

2023-2024 Work Plan

1. **Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064).**
 - 1.1 Work with the City Manager's Office and the Finance Department to develop the 2025-2026 budget recommendation.
 - 1.2 Recruit and retain officers to maintain minimum authorized staffing level requirements. Plan for anticipated retirements by identifying departure dates as early as possible. Develop succession plans for all ranks within the department and identify pathways to achieve each of those ranks. This work is ongoing.
 - 1.3 Collaborate with Sound Transit (ST), King County Metro, and other agencies to ensure safe design and implementation of the Light Rail Station and bus intercept. This work is ongoing.
 - 1.4 Prepare for the new light rail station with response protocols and pedestrian and vehicles safety considerations. This work is ongoing until the station is operational.
 - 1.5 Provide each officer annual training each year of the biennium in State-mandated topics that include crisis intervention, de-escalation, cultural awareness, and anti-biased policing, updated Use of Force protocols, along with training required by accreditation to maintain certifications, and additional specialized continuing education.
 - 1.6 Work closely with law enforcement partners and affiliated agencies to ensure a safe boating environment. Reduce boating collisions through proactive boating law enforcement and boater education.
 - 1.7 Continue the Interlocal Agreements for Marine Patrol Services with Hunts Point, Medina, and Yarrow Point. Track time and resources spent in each marine jurisdiction to inform the cost allocation model the City utilizes to charge contract cities. Work with the Finance Department to complete an overhead cost analysis to inform updates to the Interlocal Agreements by Q4 2023.

Department:
Police

2023-2024 Work Plan (continued)

- 1.8 Maintain proficiency with the special operations team, dive team, and bicycle team via monthly training sessions.
 - 1.9 Support the City Manager’s Office with the development of legislative priorities. Engage with the City Council and lobbyist team to develop strategies for successful implementation, to include providing testimony when legislation is being considered.
 - 1.10 Ensure the Department complies with State accreditation standards. This work is ongoing.
 - 1.11 Prepare an Annual Police Report to include highlights of significant case investigations, noteworthy training classes, community outreach efforts, and applications of force, and present an annual summary to the City Council by Q2.
- 2. Goal: Continue focus on community safety, outreach, and education.**
- 2.1 Operate and oversee the City-wide emergency response to the COVID-19 Pandemic. This work is ongoing.
 - 2.2 Work with regional partners to develop “lessons learned” from the COVID-19 Pandemic to prepare for future pandemic outbreaks. Update the City’s Pandemic plan by Q4 2024.
 - 2.3 Recruit volunteers for Community Emergency Response Team (CERT), Map Your Neighborhood Program, and Emergency Preparedness Volunteer Teams. This work is ongoing.
 - 2.4 Proactively combat crimes through crime prevention and education programs, by leveraging social media outreach and rigorous investigation efforts. This work is ongoing.
 - 2.5 Increase safety in the schools by working with our partners in the MISD to identify and address gaps in training and other areas of need.
 - 2.6 Support the partnerships the School Resource Officer has with students and their families, the Mercer Island School District, and the Youth and Family Services Department. Maintain the focus on intervention, education, and ways to keep youth out of the Criminal Justice system. This work is ongoing.
 - 2.7 Conduct traffic safety emphasis patrols and public education to maintain a low motor vehicle collision rate. Continue to partner with Public Works and the Traffic Engineer to identify and mitigate traffic issues.
 - 2.8 Continue the Community Academy, Coffee with a Cop, Paws on Patrol, Community Emergency Response Team (CERT), and National Night Out. Support the Parks and Recreation Department through participation in community-wide special events.
 - 2.9 Conduct the annual community drug-takeback event.
 - 2.10 Participate and engage in educational efforts related to drowning prevention and water safety, to include annual classroom presentations in area Kindergarten classes.

Department:
Police

2023-2024 Work Plan (continued)

- 3. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 3.1 Implement the Town Center Officer program with two additional Patrol Officers assigned to the Sound Transit light rail station area when the station becomes operational.
 - 3.2 Collaborate with the City Manager’s Office on the activation of the former Tully’s Property to serve as a satellite police precinct. Evaluate the potential expansion of the police volunteer program to include volunteers at the satellite police precinct to include preparation of a 2025-2026 budget proposal.
 - 3.3 Support implementation of the actions identified in the Town Center Parking Study. (Note: The Town Center Parking Study is anticipated to be completed in Q4 2022.)
- 4. Goal: Enhance public safety communication.**
 - 4.1 Collaborate with public safety partners to implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications. This work is ongoing.
 - 4.2 Support Citywide communications by preparing timely content on public safety matters.

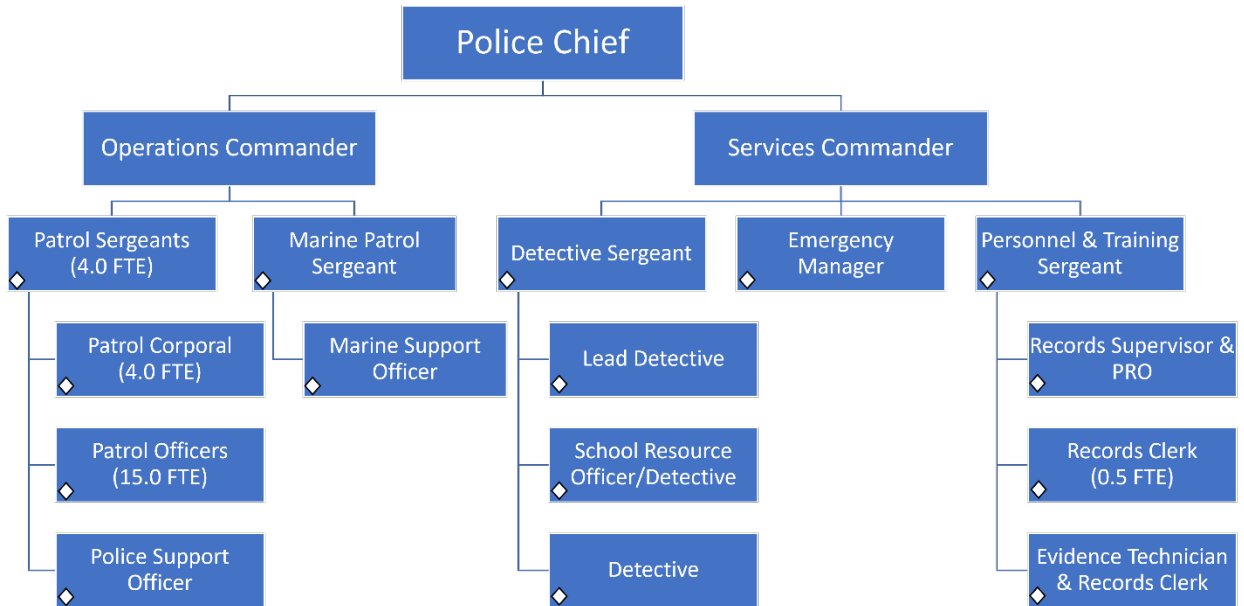
Department:
Police

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Administration	3.00	3.00	3.00	3.00	0.0%	0.0%
Patrol	23.00	25.50	25.50	25.50	0.0%	0.0%
Marine Patrol	2.00	1.50	1.50	1.50	0.0%	0.0%
Investigations & Special Programs	4.00	4.00	4.00	4.00	0.0%	0.0%
Emergency Management	1.00	1.00	1.00	1.00	0.0%	0.0%
Records, Property & Dispatch	2.50	2.50	2.50	2.50	0.0%	0.0%
Special Teams	-	-	-	-	N/A	N/A
Training	-	-	-	-	N/A	N/A
Jails	-	-	-	-	N/A	N/A
Total FTEs	35.50	37.50	37.50	37.50	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Administration	-	-	-	-	N/A	N/A
Patrol	-	-	-	-	N/A	N/A
Marine Patrol	-	-	-	-	N/A	N/A
Investigations & Special Programs	-	-	-	-	N/A	N/A
Emergency Management	-	-	-	-	N/A	N/A
Records, Property & Dispatch	-	-	-	-	N/A	N/A
Special Teams	-	-	-	-	N/A	N/A
Training	-	-	-	-	N/A	N/A
Jails	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	35.50	37.50	37.50	37.50	0.0%	0.0%

Department:
Police

Staffing Summary (continued)



Department:
Police

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Sales Tax (Criminal Justice)	825,202	775,690	752,419	729,847	-3.0%	-3.0%
State Shared Revenues (CJ)	141,018	38,100	36,195	35,109	-5.0%	-3.0%
Vessel Registration Fees	77,772	73,890	125,044	125,044	69.2%	0.0%
Federal and Local Grants	870	13,000	12,350	12,350	-5.0%	0.0%
MI School District (SRO)	62,251	63,217	64,165	65,128	1.5%	1.5%
Marine Patrol Contract	87,004	85,000	143,846	143,846	69.2%	0.0%
Other Police Revenue	6,702	5,778	5,639	5,504	-2.4%	-2.4%
General Purpose Revenue	6,091,587	7,097,701	7,319,570	7,861,479	3.1%	7.4%
Total Revenues	7,292,406	8,152,376	8,459,228	8,978,307	3.8%	6.1%
Expenditures:						
Salaries & Wages	4,238,885	4,737,482	5,062,282	5,435,728	6.9%	7.4%
Benefits	1,481,890	1,739,705	1,740,864	1,853,296	0.1%	6.5%
Supplies	167,510	179,300	175,100	175,100	-2.3%	0.0%
Contractual Services	36,190	64,200	79,800	79,800	24.3%	0.0%
Communications	20,196	30,500	33,200	33,200	8.9%	0.0%
Internal Service Charges	592,352	597,189	570,142	577,883	-4.5%	1.4%
Other Services & Charges	50,783	54,000	63,800	63,800	18.1%	0.0%
Intergovernmental Services	692,600	738,000	722,040	747,500	-2.2%	3.5%
Capital	12,000	12,000	12,000	12,000	0.0%	0.0%
Total Expenditures	7,292,406	8,152,376	8,459,228	8,978,307	3.8%	6.1%

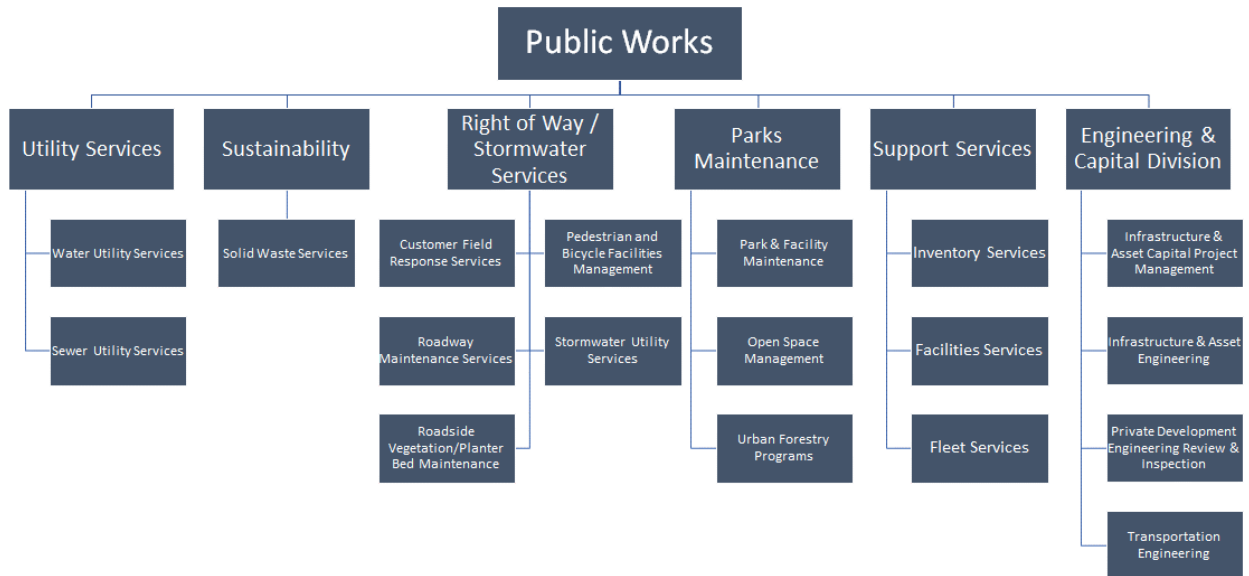
PUBLIC WORKS DEPARTMENT

The Public Works department consists of the following functions:

- **Administration:** Provide direction and administrative support to the Department's teams. Serve as primary point of contact to the public for information related to operation, maintenance, and construction of City infrastructure.
- **Capital and Engineering:**
 - Oversee the planning, design and construction of the following City infrastructure systems and assets: sanitary sewer collection, stormwater collection, water supply and distribution, transportation, and parks and park facilities (budgeted and accounted for within the City's Capital Improvement Program).
 - Conduct engineering review and site inspection of all land use and private development projects, including the impact on and use of the City's rights-of-way and utility infrastructure (previously part of Community Planning & Development and partially funded by permit revenue).
- **Right-Of-Way Services:** Provide all aspects of maintenance for 84 miles of public roadways, from street sweeping and pothole repairs to sign installation and streetlight repairs. Manage trees in the public right-of-way for health and safety, control roadside vegetation to ensure safe sight distances and vehicle clearances, maintain sidewalks, and maintain planter beds on Island Crest Way and in the Town Center.
- **Water, Sewer, and Stormwater Utilities Services:** Provide business administration services and operational support to the City's water, sewer, and storm water utilities. Provide the full range of maintenance activities and operational expertise required for reliable 24-hour services from the City's water, sewer, and storm water utilities. Ensure compliance with all state and federal rules and regulations for public utilities.
- **Solid Waste Services:** Contract for curbside disposal and recycling services. Provide disposal options for hard-to-recycle items, ranging from home electronics and appliances to shredded paper and tires.
- **Facilities Services:** Provide preventative and corrective maintenance to all City buildings.
- **Fleet Services:** Provide preventative maintenance and repairs for more than 150 vehicles and pieces of heavy equipment through a combination of contracted services and one City staff member.
- **Parks Maintenance:** Maintain high demand, multi-use athletic fields, playgrounds, sport courts, swimming beaches, street-end waterfront access areas, hiking, biking and equestrian trails, open spaces areas, and picnic facilities. Provide arboricultural planning, project management, and consultation services for tree and urban forests in public open spaces and parks. Maintain and repair public art installations.
- **Customer Field Response Services:** Provide a quick and efficient response to a variety of customer requests involving City utilities and the public right-of-way.
- **Sustainability:** The City's sustainability programs work to advance sustainability and reduce carbon emissions on Mercer Island, demonstrate climate leadership, and serve as a model for environmental collaboration and innovation.

All these functions are organized around six teams as depicted on the next page.

Department: Public Works



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration	1,367,805	1,420,566	1,496,635	1,569,593	5.4%	4.9%
Right-of-Way Services	1,173,758	1,336,709	1,281,414	1,311,538	-4.1%	2.4%
Water Utility Services	4,746,174	5,202,982	7,173,573	7,320,329	37.9%	2.0%
Sewer Utility Services	7,589,066	8,204,451	8,597,161	8,995,934	4.8%	4.6%
Stormwater Utility Services	1,034,981	992,737	1,260,644	1,354,767	27.0%	7.5%
Park Maintenance	2,232,304	2,520,349	2,526,437	2,654,874	0.2%	5.1%
Development Engineering	323,981	479,099	367,192	389,386	-23.4%	6.0%
Solid Waste Services	31,448	45,000	99,250	99,670	120.6%	0.4%
Facilities Services	693,351	678,396	811,479	856,410	19.6%	5.5%
Fleet Services	448,573	576,714	587,326	600,048	1.8%	2.2%
Customer Field Response Services	254,511	321,520	342,373	362,705	6.5%	5.9%
Total	19,895,953	21,778,523	24,543,484	25,515,254	12.7%	4.0%

Department: Public Works

2023-2024 Work Plan

1. Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 1.1 Work with the City Manager's Office and the Finance Department to develop the 2025-2026 budget recommendation.
- 1.2 Develop Standard Operating Procedures for Cityworks (asset management system) by Q3 2023.
 - 1.2.1 Increase staff skill and competency in the Cityworks platform through ongoing trainings. This work is ongoing.
 - 1.2.2 Develop Key Performance Indicators (KPI's) for Cityworks by Q3 2023.
- 1.3 Continue succession planning for staff within the Department to address upcoming retirements. Cross-train maintenance and operations staff to ensure continuity of services across all lines of business; provide staff opportunities to improve knowledge and skills with emphasis on leadership development training. This work is ongoing.
- 1.4 Split supervisory responsibilities with the Finance Department to help the Mercer Island Thrift Shop thrive.
- 1.5 Pursue grant opportunities and alternate funding sources that support Council approved projects and initiatives (i.e., the American Rescue Plan Act funded projects)

2. Goal: Provide safe, functional, and efficient delivery of public services and ensure preservation and maintenance of critical public infrastructure.

Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 2.1 Collaborate with the City Manager's Office on the development of the Comprehensive Facilities Assessment to include the Annex Building at the Mercer Island Community & Event Center, City Hall, the Maintenance Facility, and the Luther Burbank Administrative Building.
- 2.2 Develop and adopt the Transportation Improvement Program (TIP) by July 1 each year.
- 2.3 Complete the Island Crest Way Corridor Improvements, identified in the 2023 TIP, by Q4 2024.
- 2.4 Support the Finance department with work on a utility rate study to inform utility rate adjustments for review by the Utility Board for the 2025-2026 biennium by Q3 2024.
- 2.5 Work with King County and Recology to update solid waste rates per the new proposed solid waste rates anticipated in 2023 and 2024.
- 2.6 Complete the West Mercer Way Roadside Shoulders Phase 4 by Q3 2024. This is the last segment of West Mercer Way without a paved shoulder. Complete the Sunset Highway/77th Ave. SE Intersection Improvements project by Q3 2023 to improve pedestrian and bicycle crossings and access to the East Link light rail station ahead of the station opening.
- 2.7 Implement the water and sewer system Supervisory Control and Data Acquisition Project ("SCADA" Project) by Q2 2023 and Q4 2024, respectively.
- 2.8 Complete the Booster Chlorination System project by Q1 2023 to maintain and supplement chlorine levels throughout the water system.
- 2.9 Complete the Water Reservoir Improvements project to replace and improve aging components, especially the interior and exterior coatings, by Q4 2024.

Department: **Public Works**

2023-2024 Work Plan (continued)

- 2.10 Complete the Water Meter Replacement Project by Q3 2024.
 - 2.11 Actively pursue grants to support the Luther Burbank Docks and Waterfront Renovation project, currently estimated for completion in Q4 2024.
 - 2.12 Complete the Groveland and Clarke Beach Joint Master Plan by Q4 2023 and identify a preferred concept for shoreline improvements.
 - 2.13 Continue ongoing soil and groundwater remediation at the former Honeywell Site and City Maintenance facility. Compliance is necessary to obtain a No Further Action letter from Department of Ecology.
 - 2.14 Complete approved capital projects per the schedules identified in the capital improvement program (CIP). Provide regular updates to the City Council and the community on progress.
 - 2.14.1 Actively monitor potential supply chain delays and proactively identify strategies to reduce the impacts on construction schedules.
 - 2.15 Monitor construction related inflation and bidding environment to support the development of market rate cost estimates and effective solicitation of bids. Complete the annual National Pollution Discharge Elimination System (NPDES) permit requirements for the Stormwater Utility by March 31 annually.
 - 2.16 Begin to implement the Americans with Disabilities Act (ADA) Transition Plan. This work is ongoing.
 - 2.17 Issue a Request for Proposals to evaluate contracting out utility locate services by Q2 2024.
- 3. Goal: Prepare for Sound Transit Interchange and King County Metro sewer construction.**
- 3.1 Work proactively with King County Metro and Sound Transit to minimize impacts to City infrastructure (streets and utilities), traffic (cars, pedestrians, bicycles), and the public by the sewer interceptor and MITI projects and ensure that City infrastructure is restored to City standards. This work is ongoing.
- 4. Goal: Advance sustainable practices throughout the City organization and community, in partnership with regional initiatives.**
- 4.1 Adopt the Climate Action Plan by Q2 2023. Begin Council directed implementation of strategies and actions from the adopted Plan by Q4 2024.
 - 4.2 Continue implementation of the following initiatives:
 - 4.2.1 Community solar campaign and green power for City facilities.
 - 4.2.2 Enhanced food waste and recycling options inside City and within the community.
 - 4.2.3 Support select K4C priorities and legislation.
 - 4.2.4 Implement bicycle wayfinding map and final Town Center/Mountains to Sound Greenway Trail signage.
 - 4.2.5 Continue work on energy efficiency retrofits within City facilities.
 - 4.3 Serve as the City program/contract manager for Metro #630 Commuter Shuttle.
 - 4.4 Research and implement mobility initiatives that help commuters access regional transit at Town Center without single occupant vehicle usage.

Department:
Public Works

2023-2024 Work Plan (continued)

- 4.5 Manage the Recology contract and pursue joint community outreach and efficiency measures. This work is ongoing.
- 4.6 Work with the Parks Natural Resources and Stormwater teams to improve coordination of maintenance and capital project work and adhere to stormwater best practices. Promote clean water and stormwater management initiatives in the community.
- 5. Sustain and enhance our natural environment, especially parks and open spaces, to benefit this generation and others that follow. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 5.1 Complete costing analysis, review interlocal agreements, and work with the Mercer Island School District (MISD) to draft a new Master Facility Use Agreement to include facilities shared/jointly maintained between the MISD and the City by Q4 2023.
 - 5.2 Implement the Parks, Recreation and Open Space (PROS) Plan.
 - 5.2.1 Establish level of service standards for parks maintenance operations consistent with PROS Plan by Q4 2024.
 - 5.3 Renegotiate the Washington State Department of Transportation (WSDOT) maintenance agreements for Aubrey Davis Park by Q4 2024.
 - 5.4 Implement programs and services associated with the parks levy.
 - 5.5 Continue to implement habitat restoration work in accordance with the Open Space Vegetation Management Plan and the Pioneer Park Forest Management Plan. This work is ongoing.
 - 5.6 Establish Standard Operating Procedures for tree planting and care in street rights-of-way, including watering, maintenance, and structural pruning practices, by Q4 2024. Develop a list of preferred/recommended street tree species by Q4 2024.
- 6. Develop data-driven economic development and retail plans and strategies to activate Town Center and other business areas. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 6.1 Support implementation of the actions identified in the Town Center Parking Study. (Note: The Town Center Parking Study is anticipated to be completed in Q4 2022.)
 - 6.2 Continue to implement beautification projects in Town Center including hanging flower baskets, planted median beds, and seasonal tree illumination.

Department:
Public Works/Operations

Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Administration	5.85	5.85	5.85	5.85	0.0%	0.0%
Right-of-Way Services	4.35	4.35	4.35	4.35	0.0%	0.0%
Water Utility Services	8.55	8.55	8.55	8.55	0.0%	0.0%
Sewer Utility Services	6.55	6.55	6.55	6.55	0.0%	0.0%
Stormwater Utility Services	4.15	4.15	4.15	4.15	0.0%	0.0%
Park Maintenance	10.35	10.35	10.35	10.35	0.0%	0.0%
Solid Waste Services	-	-	-	-	N/A	N/A
Facilities Services	3.50	3.50	3.50	3.50	0.0%	0.0%
Fleet Services	1.20	1.20	1.20	1.20	0.0%	0.0%
Customer Field Response Svcs	2.00	2.00	2.00	2.00	0.0%	0.0%
Development Engineering	2.25	2.25	2.25	2.25	0.0%	0.0%
Capital Project Mangement (CIP)	14.05	14.05	16.05	15.05	14.2%	-6.2%
Total FTEs	62.80	62.80	64.80	63.80	3.2%	-1.5%
Limited Term Equivalentents (LTEs)						
Administration	-	-	-	-	N/A	N/A
Right-of-Way Services	-	-	-	-	N/A	N/A
Water Utility Services	-	-	-	-	N/A	N/A
Sewer Utility Services	-	-	-	-	N/A	N/A
Stormwater Utility Services	-	-	-	-	N/A	N/A
Park Maintenance	-	-	-	-	N/A	N/A
Solid Waste Services	-	-	-	-	N/A	N/A
Facilities Services	-	-	-	-	N/A	N/A
Fleet Services	-	-	-	-	N/A	N/A
Customer Field Response Svcs	-	-	-	-	N/A	N/A
Capital Project Mangement (CIP)	-	3.00	3.00	3.00	0.0%	0.0%
Total LTEs	-	3.00	3.00	3.00	0.0%	0.0%
Total FTEs & LTEs	62.80	65.80	67.80	66.80	3.0%	-1.5%

Department:
Public Works/Operations

Revenue & Expenditure Summary

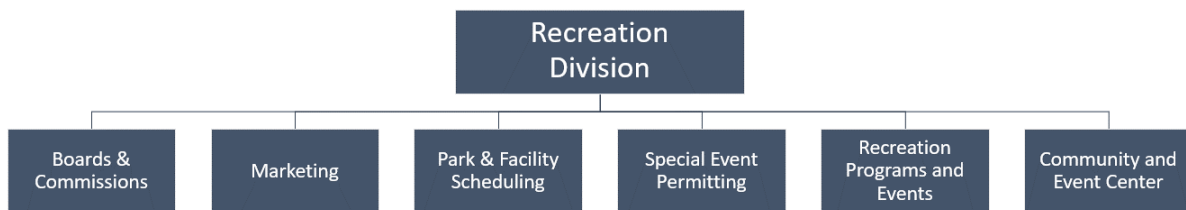
Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	150,000	-	-	-	N/A	N/A
Park Facility Use Fees	97,080	180,299	269,641	285,384	49.6%	5.8%
Real Estate Excise Tax	401,998	457,584	481,332	501,035	5.2%	4.1%
Water Rates & Other Chgs	5,136,984	5,616,317	7,653,075	7,822,285	36.3%	2.2%
Sewer Rates & Other Chgs	7,974,726	8,632,467	9,060,022	9,481,688	5.0%	4.7%
Stormwater Rates & Other Chgs	1,356,126	1,352,165	1,641,459	1,756,530	21.4%	7.0%
Internal Charges	448,573	576,714	587,326	600,048	1.8%	2.2%
Aubrey Davis Park Landscape	558,116	569,278	579,224	587,970	1.7%	1.5%
Development Fee Revenue	151,149	263,830	170,982	181,408	-35.2%	6.1%
ARPA Funds	121,793	103,207	-	-	-100.0%	N/A
General Purpose Revenue	3,499,408	4,026,662	4,100,423	4,298,906	1.8%	4.8%
Total Revenues	19,895,953	21,778,523	24,543,484	25,515,254	12.7%	4.0%
Expenditures:						
Salaries & Wages	4,027,382	4,855,081	5,019,526	5,363,223	3.4%	6.8%
Benefits	1,861,589	2,065,184	2,121,240	2,285,997	2.7%	7.8%
Supplies	742,391	868,161	826,485	815,485	-4.8%	-1.3%
Water Purchases	2,222,931	2,415,000	2,350,751	2,468,288	-2.7%	5.0%
Contractual Services	1,344,445	1,591,047	1,845,726	1,898,401	16.0%	2.9%
Communications	121,694	135,350	169,055	169,055	24.9%	0.0%
Internal Service Charges	863,338	869,138	889,659	899,385	2.4%	1.1%
Insurance	250,133	268,780	443,627	466,183	65.1%	5.1%
Utilities	794,656	825,104	893,050	907,050	8.2%	1.6%
Other Services & Charges	892,593	792,650	1,027,800	933,190	29.7%	-9.2%
King County Sewage Treatment	4,927,948	5,312,086	5,518,179	5,835,863	3.9%	5.8%
Intergovernmental Services	57,407	52,150	26,880	27,155	-48.5%	1.0%
General Administration Support	644,253	585,686	797,391	832,177	36.1%	4.4%
Debt Service (Principal & Int)	1,145,193	1,143,106	2,614,115	2,613,802	128.7%	0.0%
Total Expenditures	19,895,953	21,778,523	24,543,484	25,515,254	12.7%	4.0%

RECREATION DIVISION

Recreation Department was considerably impacted by the COVID-19 Pandemic. The Community & Event Center closed in March 2020 and all recreation programs, special events, and facility rentals were canceled. Athletic field reservations and picnic shelter/area reservations were also canceled. As a result, workforce reductions were implemented in the Spring of 2020.

During the 2021 and 2022 biennium, key recreation staffing positions were restored, and the Division focused on reestablishing operations for the Mercer Island Community and Event Center and rebuilding recreation services. During this process of rebuilding, the Community and Event Center was re-opened, and pre-pandemic services were offered, several special events and community engagement activities, outdoor facility rentals were reinstated.

The focus for the Recreation Division during this biennium will be to build upon the restored services by increasing facility patronage, expanding the volume of rentals, and increasing summer camp and Community Center drop-in opportunities and attendance.



Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration	769,508	677,079	850,055	886,629	25.5%	4.3%
MI Community & Event Center	278,647	943,971	949,168	994,414	0.6%	4.8%
Recreation & Special Programs	106,993	336,200	343,358	351,876	2.1%	2.5%
Total	1,155,148	1,957,250	2,142,581	2,232,919	9.5%	4.2%

Department:
Recreation Division

2023-2024 Work Plan

1. Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 1.1 Work with the Parks and Recreation Commission and Arts Council to develop policies identified in the Recreation Reset Strategy. This work began in the 2021-2022 biennium and will continue in 2023-2024.
 - 1.1.1 Complete implementation and integration of Civic Optimize, a software tool which will enhance the permit and rental process, increase customer satisfaction, and optimize staff review efficiency. Research, develop and implement procedures for the use of technology-based tools by Q4 2024 to improve customer service and reduce permit turnaround times.
 - 1.1.2 Establish resource needs, program implementation, and evaluation tools in preparation for the future expansion of recreation services to include various youth, senior, and adult programs.
- 1.2 Expand drop-in programming and rental opportunities for the Mercer Island Community and Event Center and outdoor facilities.
 - 1.2.1 Achieve MICEC rental occupancy level of 1,500 bookings by end of Q4 2023; 2,000 bookings by end of Q4 2024.
 - 1.2.2 Achieve drop-in programming participation of 2,000 individuals to the fitness room and 6,000 drop-in sports participants by end of Q4 2023.
 - 1.2.3 Expand drop-in programming to increase diversity of offerings by 25-50% by Q1 2024.
- 1.3 Achieve post-rental and drop-in programming participation satisfaction levels of 85% by Q4 2023 and 90% by Q4 2024.
- 1.4 Collaborate with local community organizations to partner on special events, programs, volunteerism, and other community engagement opportunities.
- 1.5 Develop and enhance external communication and marketing for Division services to improve cost recovery levels.
- 1.6 Provide staff support for the Parks & Recreation Commission and the Arts Council.
- 1.7 Facilitate and promote comprehensive and engaging arts and culture experiences through ongoing community partnerships.
- 1.8 Expand and enhance opportunities for recreation service sponsorships and park asset and property donations.

2. Make once-in-a-generation investments to update and modernize aging infrastructure, capital facilities, and parks. (Adopted City Council 2023-2024 Priority, see AB 6064)

- 2.1 Collaborate with the City Manager's Office on the development of the Comprehensive Facilities Assessment to include the Annex Building and the Mercer Island Community & Event Center.
- 2.2 Collaborate with the Finance Department to revise the replacement cycle for MICEC technology and equipment and ensure financial sustainability of the MICEC Technology and Equipment Fund to meet the long-term needs of the community.

Department:
Recreation Division

Work Plan (continued)

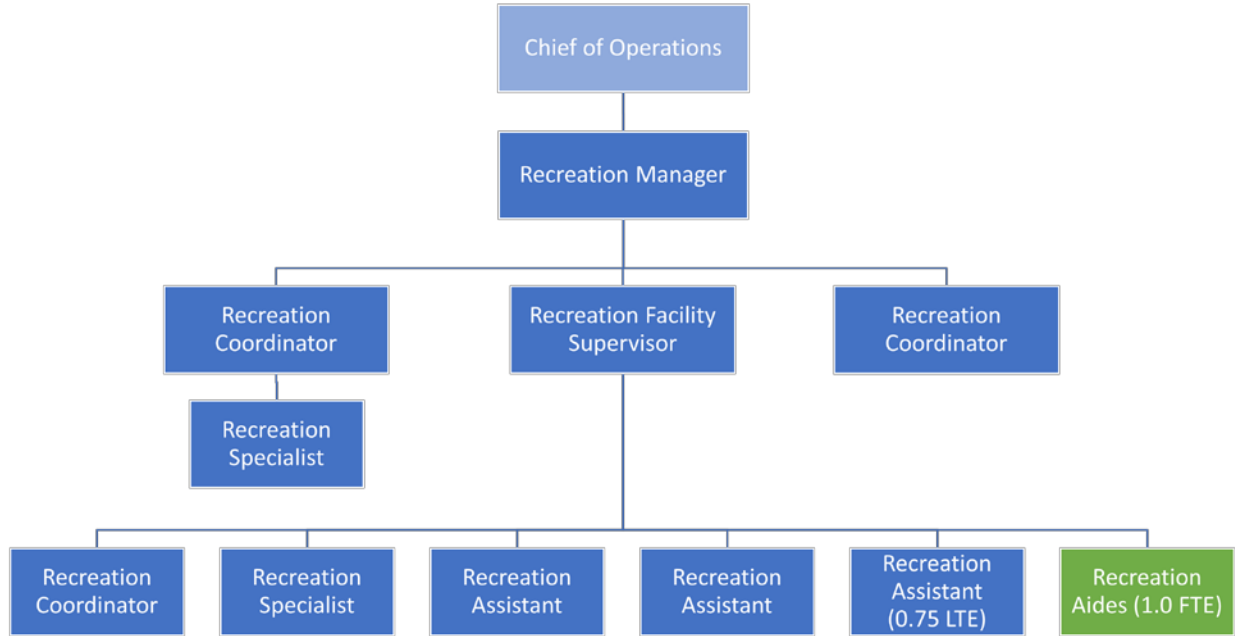
- 2.3 In collaboration with the Finance Department and Capital Projects Team, revisit the funding plan (aka the sinking fund) for the replacement of synthetic turf athletic fields.
- 3. Goal: Provide emergency response services related to the COVID-19 Pandemic and other City emergencies.**
 - 3.1 Continue to support city-wide response and coordinate the Operations Section of the Emergency Operations Center.
 - 3.2 Utilize the MICEC to host shelter operations, and to meet cooling and warming center needs.

Staffing Summary

& Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Administration	0.75	3.75	3.75	3.75	0.0%	0.0%
MI Community & Event Center	-	5.50	5.50	5.50	0.0%	0.0%
Recreation & Special Programs	-	1.00	1.00	1.00	0.0%	0.0%
Total FTEs	0.75	10.25	10.25	10.25	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Administration	2.00	-	-	-	N/A	N/A
MI Community & Event Center	-	-	-	-	N/A	N/A
Recreation & Special Programs	-	-	-	-	N/A	N/A
Total LTEs	2.00	-	-	-	N/A	N/A
Total FTEs & LTEs	2.75	10.25	10.25	10.25	0.0%	0.0%

Department:
Recreation Division

Staffing Summary (continued)



Department:
Recreation Division

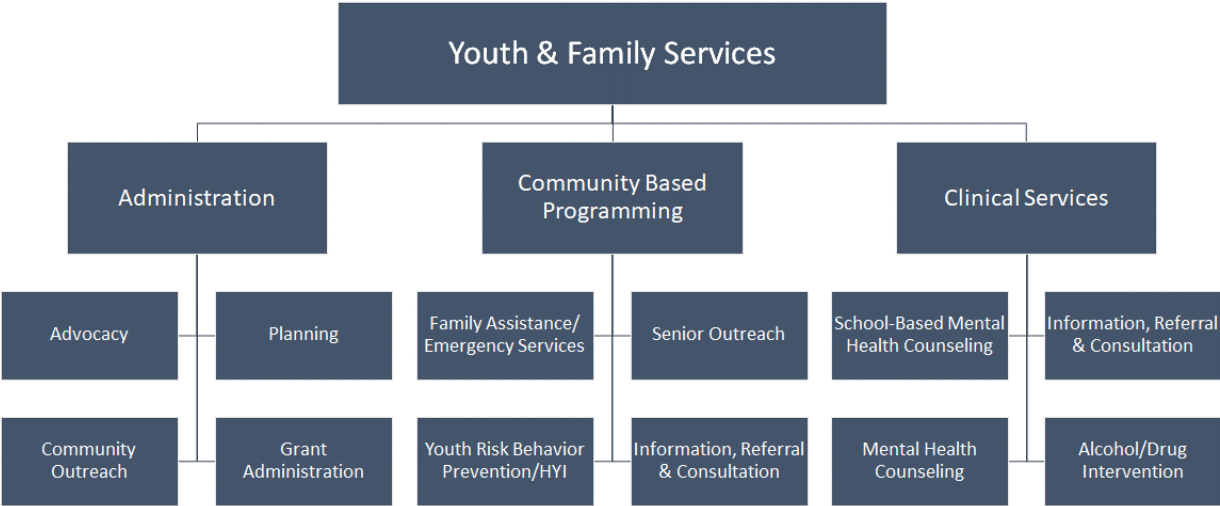
Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	485,870	-	-	-	N/A	N/A
ARPA Funds	-	416,000	-	-	-100.0%	N/A
1% for the Arts Fund	29,211	15,000	15,000	15,000	0.0%	0.0%
Boat Launch Ticket Sales	55,168	54,000	54,000	54,000	0.0%	0.0%
Recreation and Special Programs	128,748	267,685	376,798	395,365	40.8%	4.9%
MI Community & Events Center	110,669	454,911	680,327	720,049	49.6%	5.8%
General Purpose Revenue	345,482	749,654	1,016,456	1,048,505	35.6%	3.2%
Total Revenues	1,155,148	1,957,250	2,142,581	2,232,919	9.5%	4.2%
Expenditures:						
Salaries & Wages	428,601	845,300	966,695	1,023,436	14.4%	5.9%
Benefits	126,214	316,800	393,559	421,686	24.2%	7.1%
Supplies	41,684	97,671	96,500	96,500	-1.2%	0.0%
Contractual Services	359,357	422,700	408,500	410,500	-3.4%	0.5%
Communications	2,311	4,500	4,200	4,200	-6.7%	0.0%
Internal Service Charges	99,270	100,929	121,627	125,097	20.5%	2.9%
Utilities	82,336	94,800	95,000	95,000	0.2%	0.0%
Other Services & Charges	7,748	57,400	39,000	39,000	-32.1%	0.0%
Intergovernmental Services	7,628	17,150	17,500	17,500	2.0%	0.0%
Expenditures	1,155,148	1,957,250	2,142,581	2,232,919	9.5%	4.2%

YOUTH & FAMILY SERVICES

The Youth & Family Services (YFS) Department provides a wide range of human services for Mercer Island residents. These services include programs that offer counseling and intervention, prevention of risk behaviors, senior case management, emergency family assistance, and community education, advocacy, and planning. YFS is organized around the following functions:

- Administrative Services:** Provide managerial direction, oversight, and administrative support to YFS Department programs and staff. Execute targeted planning efforts to ensure service configuration reflects community needs and explore, vet, and execute options to increase revenues for community and human services.
- Community-Based Programming and Clinical Services:** Provide a wide array of coordinated community-based and school-based services to children, youth, couples, individuals, families, and seniors at the Luther Burbank Administration Building and each of the public schools in the Mercer Island School District. Services include mental health counseling and substance abuse intervention services; financial, food, and other basic assistance to low-income individuals and families; senior outreach and counseling; information, referral, and consultation services; and community-wide mental health promotion and substance abuse prevention.
- Mercer Island Thrift Shop:** A grassroots, community-based business that raises funds to support the programs of Youth & Family Services. The Thrift Shop provides a resource for re-use and recycling of community members' donations; provide opportunities for volunteers of all ages; and generates funding for the department's array of human services.



Department: Youth & Family Services

Operating Expenditures

Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Administration	221,335	315,103	355,025	432,258	12.7%	21.8%
Professional Services	1,659,953	1,802,726	1,856,128	1,764,397	3.0%	-4.9%
Thrift Shop	504,811	1,287,166	1,114,129	1,171,951	-13.4%	5.2%
Total	2,386,100	3,404,995	3,325,282	3,368,606	-2.3%	1.3%

2023-2024 Work Plan

1. **Goal: Focus efforts and actions to be an environmentally and fiscally sustainable, connected, and diverse community. (Adopted City Council 2023-2024 Priority, see AB 6064)**
 - 1.1 Work with the City Manager on a stabilization plan for YFS revenues. This work is tied to recovery of Thrift Shop operations and development of a long-term funding strategy. This work is ongoing.
 - 1.2 Continue to partner and collaborate with the YFS Foundation on community fundraising campaigns. Meet regularly with the YFS Foundation to coordinate fundraising strategies to address both short-term and long-term funding needs. This work is ongoing.
 - 1.3 Explore new funding opportunities for YFS programming, including grants. This work is ongoing.
 - 1.4 Update the 2019 Community Needs Assessment by Q4 2024 to confirm that services and the funding model remain aligned with community needs and priorities.
2. **Goal: Provide Access to Mental Health Services to all MISD Students**
 - 2.1 Renew the Interlocal Agreement with the Mercer Island School District (MISD) annually.
 - 2.2 Ensure YFS mental health and substance use intervention/prevention counseling services are accessible to all students in the MISD by providing at least one Clinical Team staff member at each school.
 - 2.3 Continue to monitor and integrate behavioral health disaster response data and intervention strategies to address adverse impacts from the COVID-19 Pandemic on youth mental health. This work is ongoing; current modeling anticipates elevated risk to continue 18-24 months post-pandemic.
3. **Goal: Scale Community Based Mental Health Services to Meet Demand**
 - 3.1 Maintain the mental health services intern program, with two to four unpaid graduate level interns placed at YFS annually.
 - 3.2 Continue public outreach campaigns to address community mental health needs related to the COVID-19 Pandemic recovery and other emerging issues.

Department:
Youth & Family Services

2023-2024 Work Plan (continued)

3.3 Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to address the needs of low-acuity 9-1-1 callers and vulnerable community members by connecting these individuals with resources and referrals to health and human services providers. This program is in coordination with MIFD, and the work is ongoing.

4. Goal: Provide Emergency Assistance and Geriatric Case Management

4.1 Provide food support for residents facing food insecurity, which currently includes grocery gift cards. Re-evaluate food pantry operations as Pandemic recovery efforts allow as part of the comprehensive Emergency Assistance policy update.

4.2 Provide emergency financial assistance support as available and meet community demand for case management and resource/referral support each year of the biennium. Continue collaboration with the YFS Foundation to raise funds to meet emergency assistance needs.

4.3 Meet community demand for geriatric case management services.

5. Goal: Integrate and Expand Trauma-Informed Approaches (TIA) Organizational Development

5.1 Implement TIA organizational assessment for the YFS department by Q1 2023

5.2 Continue bi-annual TIA trainings and consultation targeted for mental-health professionals and human services providers. This work is ongoing.

5.3 Continue to integrate TIA concepts into weekly clinical team meetings, monthly YFS All Staff meetings and direct service clinical and case management work. This work is ongoing.

5.4 Draft a two-year plan for organizational growth related to TIA by Q2 2023.

6. Goal: Seek Funding Sustainability for the Healthy Youth Initiative

6.1 Monitor SAMHSA federal funding opportunities for substance use prevention and mental health promotion programming to determine eligibility for available funding. This work is ongoing.

6.2 Maintain regional and national relationships that are conducive to competitive grant applications. This work is ongoing.

6.3 Apply for any eligible funding to sustain Healthy Youth Initiative programming beyond the 2023-2024 biennium. This work is ongoing.

6.4 Develop a sustainable funding model for the Healthy Youth Initiative for the 2025-2026 biennium by Q3 2024.

7. Goal: Integrate and Expand Organizational Equity and Social Justice Practices

7.1 Schedule annual diversity, equity, and inclusion trainings and consultation targeted for mental-health professionals and human services providers.

7.2 Hold quarterly mental health-specific consultation sessions during clinical team meetings in partnership with regional human service organizations. This work is ongoing.

7.3 Support City of Mercer Island and Mercer Island School District organizational diversity, equity, and inclusion efforts. This work is ongoing.

Department:
Youth & Family Services

2023-2024 Work Plan (continued)

- 8. Goal: Rebuild baseline operations at the Thrift Shop working towards optimizing sales into the next biennium.**
- 8.1. Increase annual revenues by 10% each year of the biennium based on FY 2022 gross revenues.
 - 8.2. Implement a new standardized staff training program to optimize donation processing and production output by Q2 2023.
 - 8.3. Complete Thrift Shop facility capital improvements in both FY 2023 and FY 2024 that re-set the retail store, correct building deficiencies, enhance safety and aesthetics, and increase operational efficiencies. Strategize scheduling of capital program work to minimize downtime/closures.
 - 8.4. Grow volunteer service hours by 15% in 2023 and 10% in 2024 to increase engagement of the Shop’s volunteer labor pool by Q4 2024.
 - 8.5. Decrease the amount of unsellable items received through donations 50% by Q4 2023, thereby reducing storage, transport, and disposal costs and using staff time on higher return-on-investment activities.
 - 8.6. Strengthen the relationship between the community and Thrift Shop through education and communication in our newsletters and other social platforms. Utilize special events and sales to enhance community support to further the Mercer Island Youth & Family Services’ mission.

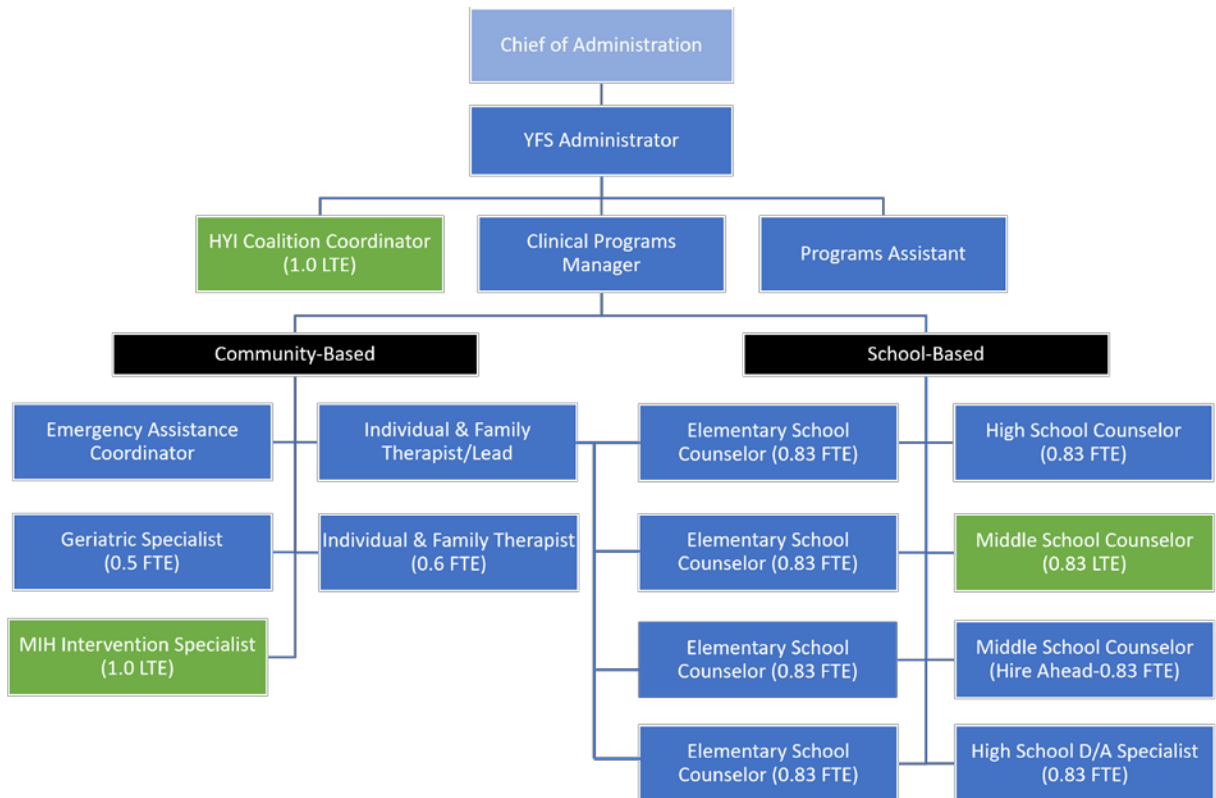
Staffing Summary

Type of Employee & Department Function	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Full Time Equivalents (FTEs)						
Administration	1.50	1.50	1.50	1.50	0.0%	0.0%
Professional Services	9.93	9.93	9.93	9.93	0.0%	0.0%
Thrift Shop	1.00	2.00	2.00	2.00	0.0%	0.0%
Total FTEs	12.43	13.43	13.43	13.43	0.0%	0.0%
Limited Term Equivalents (LTEs)						
Administration	1.60	1.60	1.60	1.60	0.0%	0.0%
Professional Services	0.60	1.43	1.43	0.60	0.0%	-58.1%
Thrift Shop	-	7.50	7.50	7.50	0.0%	0.0%
Total LTEs	2.20	10.53	10.53	9.70	0.0%	-7.9%
Total FTEs & LTEs	14.63	23.96	23.96	23.13	0.0%	-3.5%

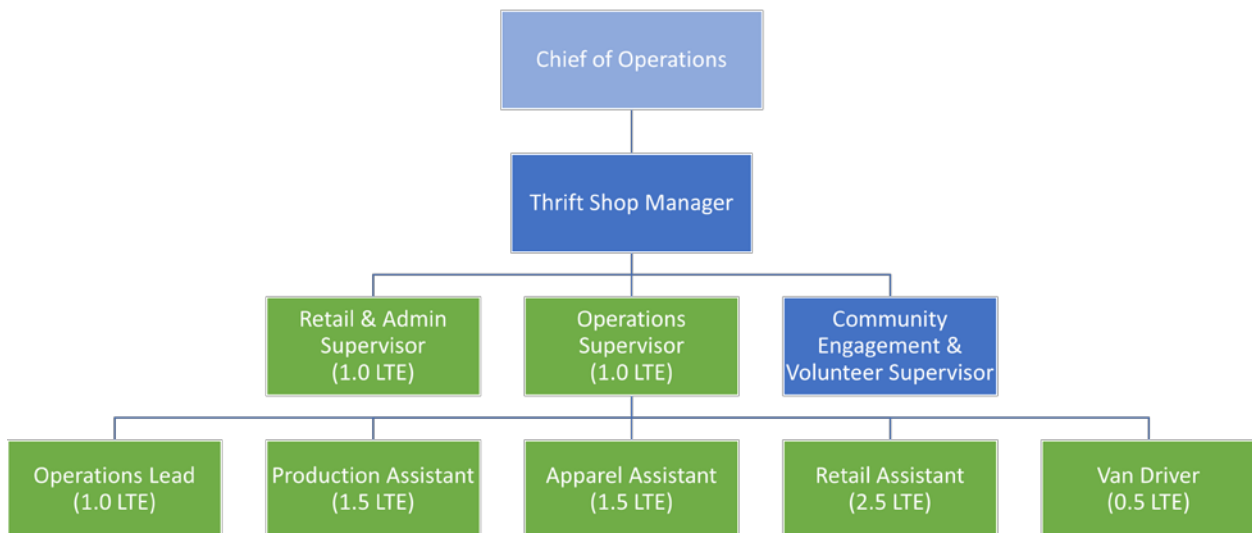
Department:
Youth & Family Services

Staffing Summary (continued)

YFS Human Services



YFS Thrift Shop



Department: Youth & Family Services

Revenue & Expenditure Summary

Description	2021	2022	2023	2024	Percent Change	
	Actual	Forecast	Budget	Budget	22-23	23-24
Revenues:						
Beginning Fund Balance	-	114,609	50,000	-	-56.4%	-100.0%
Federal, State & Local Grants	214,027	203,057	75,500	75,500	-62.8%	0.0%
MI School District (Shared Cost)	60,000	60,000	60,000	60,000	0.0%	0.0%
Thrift Shop Sales	610,200	1,424,056	1,566,462	1,723,108	10.0%	10.0%
Program Fees & Donations	99,322	91,100	90,200	90,200	-1.0%	0.0%
Emergency Assistance Program Support	187,430	85,200	161,718	161,718	89.8%	0.0%
MIYFS Foundation Support	1,012,400	515,000	300,000	300,000	-41.7%	0.0%
Healthy Youth Initiative Grants	354,695	348,600	350,000	225,000	0.4%	-35.7%
Transfer from General Fund	100,000	-	-	-	N/A	N/A
YFS Endowment Contribution	-	289,469	-	-	-100.0%	N/A
Transfer from ARPA	-	273,904	671,402	733,080	145.1%	9.2%
Total Revenues	2,638,075	3,404,995	3,325,282	3,368,606	-2.3%	1.3%
Expenditures:						
Salaries & Wages	1,302,993	1,865,843	1,785,602	1,825,492	-4.3%	2.2%
Benefits	451,142	836,248	825,686	852,957	-1.3%	3.3%
Supplies	42,943	50,040	53,150	52,150	6.2%	-1.9%
Contractual Services	196,190	209,798	262,537	235,393	25.1%	-10.3%
Communications	3,285	3,150	8,700	8,700	176.2%	0.0%
Internal Service Charges	105,002	107,045	115,679	119,248	8.1%	3.1%
Utilities	9,013	14,001	14,000	14,000	0.0%	0.0%
Other Services & Charges	273,003	317,170	252,550	252,550	-20.4%	0.0%
Intergovernmental Services	2,528	1,700	7,378	8,116	334.0%	10.0%
Total Expenditures	2,386,100	3,404,995	3,325,282	3,368,606	-2.3%	1.3%

CAPITAL IMPROVEMENT PROGRAM

Every two years the City of Mercer Island staff develops a Capital Improvement Program (CIP) for the City Council's review and approval as part of the biennial budget process. The CIP is a six-year financial plan for the acquisition, expansion, or rehabilitation of land, technology, buildings, and other major public infrastructure.

The two plans that make up the 2023-2028 CIP include the Capital Reinvestment Plan (CRP) and Capital Facilities Plan (CFP). Projects that focus improvements on the City's current infrastructure are included in the CRP. Projects that involve creating new facilities or new additions to current infrastructure are included in the CFP.

This CIP covers fiscal year 2023 through 2028. Although the program spans six years, only funds for the first two years are approved and appropriated as part of the biennial budget process. Capital projects are submitted via an application process for review by an interdepartmental CIP Committee. The committee reviews and prepares funding recommendations for the City Manager.

The 2023-2024 CIP is comprised mostly of CRP reinvestment projects - \$65.2 million (96%) to maintain the City's existing infrastructure. CFP projects make up \$3.0 million (4%) of the proposed CIP projects.

Plan Components

The 2023-2028 **CIP Program Summary (E-6)** provides a summary of project costs, timing, and funding sources. In this summary, projects are organized by project category:

1. General Government (Equipment, Public Buildings, and Technology)
2. Parks, Recreation and Open Space
3. Streets, Pedestrian and Bicycle Facilities
4. Sewer Utility
5. Storm Water Utility
6. Water Utility

The **Individual Project Sheets (E-9)** include a project description and project justification. Detailed expenditure information, project location, and anticipated expenditures are described as well. Where appropriate, a map that specifies the project location is also presented.

Finally, **Capital Projects by Fund** summarizes the total resources by Fund by project for the upcoming 2023-2024 biennium.

CIP Committee – Project Recommendations

The CIP Committee – comprised of a small group of the City's Leadership Team – evaluated and ranked projects and was tasked with approving projects that best reflect the City's infrastructure maintenance priorities. Capital funds not spent or committed at the end of the budget cycle will be reallocated. Projects not considered a priority were postponed or eliminated.

The CIP Committee subjected project applications to numerous considerations to ensure proposed projects address the most pressing priorities, effectively utilized limited capital resources, and represent

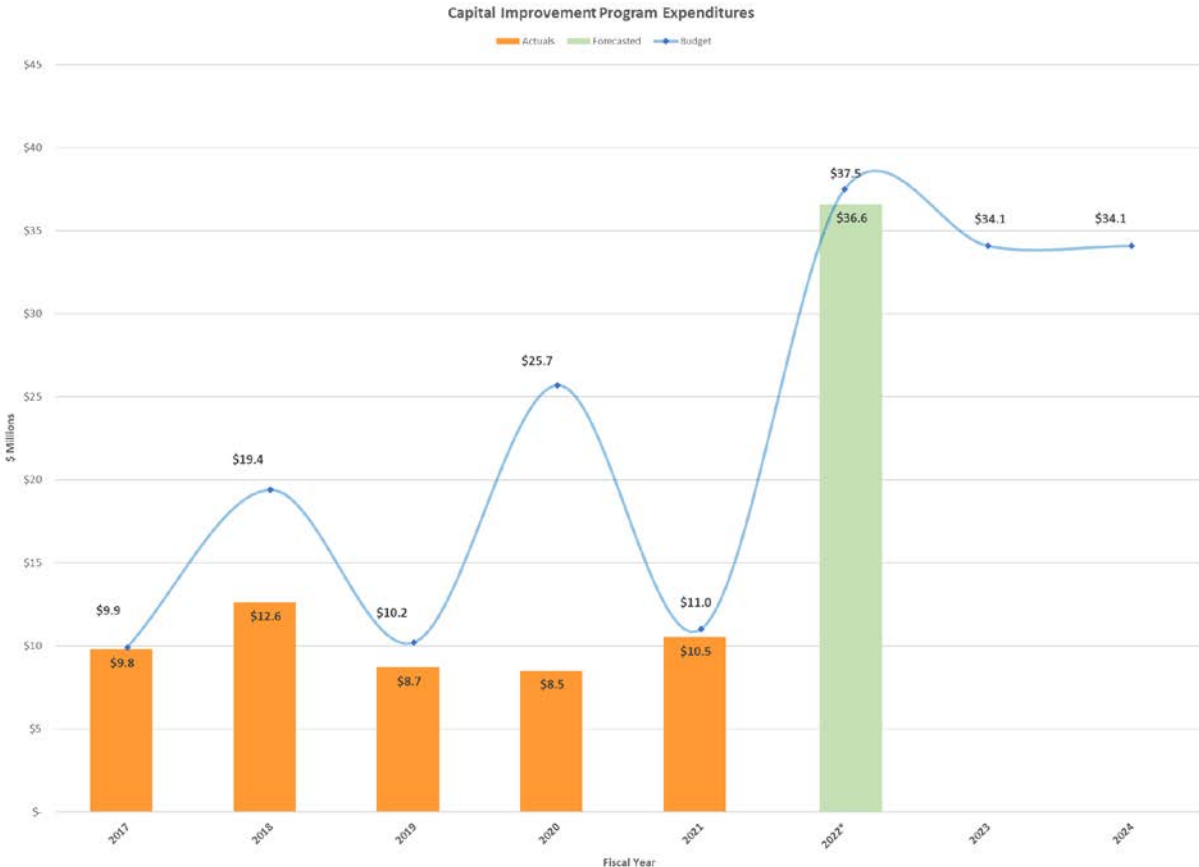
Capital Improvement Program

a tangible work plan given proposed staffing levels. Each submitted project was provided a weighted score against five criteria, including:

1. **Mandated Activities:** Whether the project was a regulatory requirement or necessary to maintain existing facilities.
2. **Public Health and Safety:** Whether the project addressed an existing or potential hazard, and whether that issue was minor or severe.
3. **Fiscal Responsibility:** Whether the project decreased operating or maintenance costs, increased ongoing revenue, levered outside funding, or required a municipal subsidy.
4. **Environmental Impact:** Whether the project enhances the environment, yielded no environmental impact, or created a negative impact.
5. **Conformity to City Goals:** Whether the project achieves priorities outlined by the City Council, a master planning document, or recommended by a board or commission.

Expenditure Trend

The proposed CIP budget for the biennium is \$68.2 million – \$34.1 million in 2023 and 2024. This represents a significant increase of \$19.7 million compared to the 2021-2022 Amended Budget of \$48.5 million. This increase reflects the need to see through delayed capital work due to the Pandemic, when simultaneously, significant portions of the community’s infrastructure are reaching the end of their useful life.

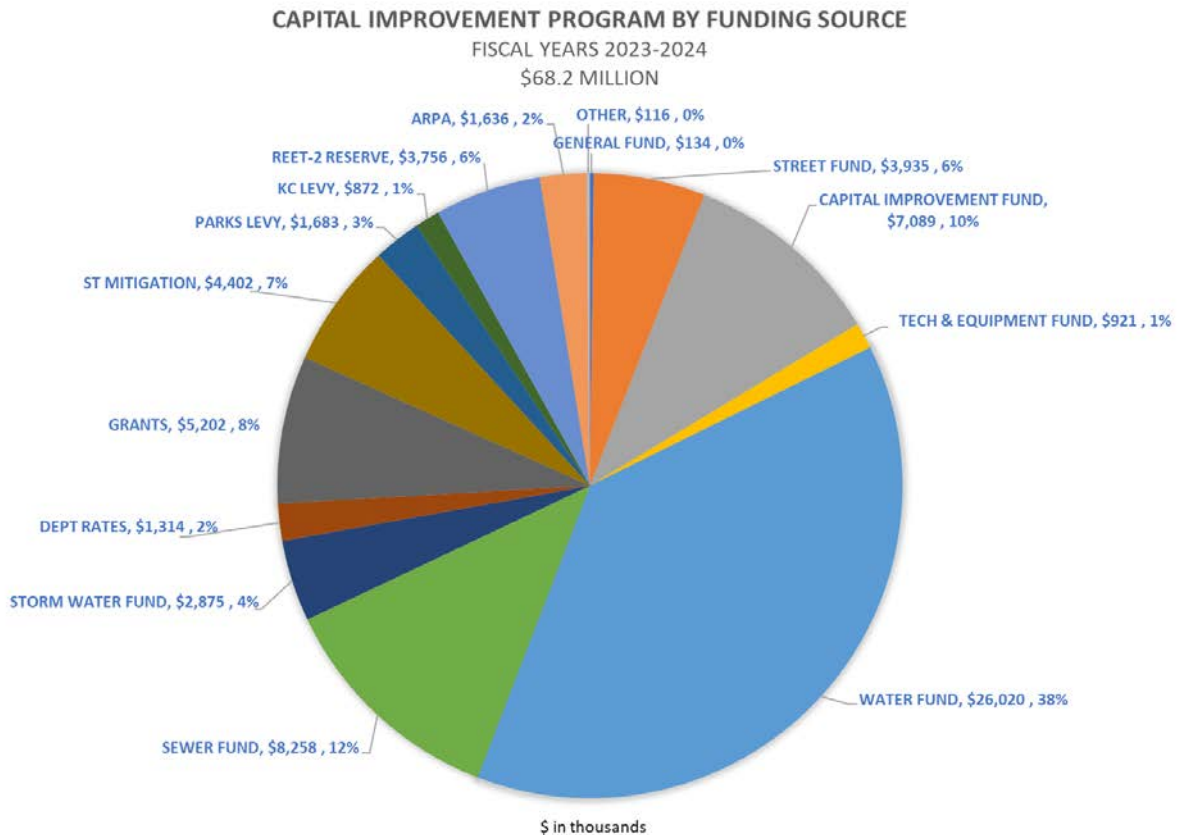


*Budget figure assumes amendments through Ord-No. 22-16.

Capital Improvement Program

The CIP incorporates a variety of funding sources including current revenues, utility rates, real estate excise tax (REET), impact fees, internal service cost allocations, Sound Transit mitigation dollars, grants, tax levies, debt, and the General Fund. The City actively seeks grants from federal, state, and local sources to support the capital program.

The chart on the next page conveys how the proposed CIP will be funded over the next two years. Most of the capital program is covered by the Utility Funds (54%) and the Capital Improvement Fund (10%).



Capital Improvement Financing Strategy

Each biennial capital budget is part of a broader CIP financing plan that looks into the future to match capital investments with realistic financing strategies.

Consistent with financial management policies, CIP funding for the next two years relies on existing, available fund balances, projected revenues from Real Estate Excise Taxes (REET), Fuel Taxes (State shared revenues), and utility rates, along with the prudent use of outside funding. The General Fund is the sole source of funding for technology and equipment capital investments.

Capital Improvement Program

Most revenues for capital projects come with restrictions. Utility rates may only be used for projects of the respective utility; fuel taxes may only be used for street and trail projects; and REET is reserved for capital projects to help develop a community’s public infrastructure (e.g., parks, open space, and streets). The City’s capital financing strategy has been to use these restricted revenues on a “pay as you go” basis for needed improvements.

This strategy remains unchanged, except for costly utility and public building projects for which debt financing is used to “smooth” utility rate spikes or to match the costs of the project more equitably to the benefit period. Over the next biennium, the 2023-2028 CIP includes the issuance of debt and low-interest long-term loans to provide adequate funding for the many multi-million-dollar projects slated for construction in the upcoming biennium that once constructed, will benefit multiple generations.

REET is the 0.5% tax paid by the seller in property transactions. State law restricts the use of REET for specific capital purposes:

- REET-1 (the 1st quarter of 1% of the sale price) may be used for streets, parks, utilities, or facilities.
- REET-2 (the 2nd quarter of 1% of the sale price) may be used for streets, parks, or utilities, but may not be used for facilities.
- Neither REET-1 nor REET-2 may be used for equipment or technology.

REET is the largest revenue source for the projects in the Street and Capital Improvement Funds. REET revenue can vary significantly from year to year as its base, property sales, is highly dependent on economic conditions and interest rates.

The City’s CIP financing strategy for REET 1 and 2 was modified in 2019. All REET-1 revenues go to the CIP Fund to pay for parks, open space, and public building maintenance projects and to pay the debt service on construction of the Community Center. REET-2 was split, with 10% of REET-2 going to the CIP Fund and the remaining 90% going to the Street Fund to pay for construction and maintenance of streets and pedestrian and bicycle facilities.

Park, recreation, and open space investments and facility capital improvements in the coming biennium outpace the available and anticipated resources to pay for these projects. As part of the 2023-2028 capital program, \$3.7 million in REET-2 reserves from the Street Fund will help fund park investments for the Luther Burbank Dock and Waterfront Improvements (PA0122) in 2024.

This funding stabilizes the Capital Improvement Fund without depleting resources for street, pedestrian, and bicycle facility investments over the next two years. Furthermore, \$1.6 million in ARPA funds has been allocated to support critical investments in the City’s buildings and facilities.

Expenditures for new vehicles, equipment, and technology come from general purpose revenue, reserves, or grant funding sources. Utility capital improvements are funded primarily from utility rates.

The following table provides an overview of the CIP financing strategy.

Capital Improvement Program

Capital Improvement Program Financing Strategy					
REET-1	REET-2	General Purpose Revenues	Utilities	ARPA	Long-term Debt
Parks <ul style="list-style-type: none"> • Construction • Maintenance Open Space <ul style="list-style-type: none"> • Property Acquisition • Planning • Improvement Public Buildings <ul style="list-style-type: none"> • Repair • Maintenance • Planning & Design 	Streets <ul style="list-style-type: none"> • Construction • Maintenance Pedestrian/Bikes <ul style="list-style-type: none"> • Construction • Maintenance Parks <ul style="list-style-type: none"> • Construction • Maintenance 	Equipment <ul style="list-style-type: none"> • Vehicle Replacement • Public Safety Technology <ul style="list-style-type: none"> • Computers • Software • Communications 	Sanitary Sewer <ul style="list-style-type: none"> • Construction • Maintenance Storm Water <ul style="list-style-type: none"> • Construction • Maintenance Water <ul style="list-style-type: none"> • Construction • Maintenance 	Facilities <ul style="list-style-type: none"> • Construction • Maintenance 	Sanitary Sewer <ul style="list-style-type: none"> • Construction • Maintenance Storm Water <ul style="list-style-type: none"> • Construction • Maintenance Water <ul style="list-style-type: none"> • Construction • Maintenance

ID	Description	Plan	Target Completion Date	Budget							General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	ST Mitigation	Park Impact Fees	REET-2 Reserve	1% for the Arts	Grant	Parks Levy	ARPA	King County Levy	Dept Rates	Other
				2023	2024	2025	2026	2027	2028	TOTAL																	
GB0100	Building Repairs	CRP	ONGOING	550,000	600,000	630,000	661,500	694,575	729,300	3,865,375			3,290,375		230,000	230,000	115,000										
GB0101	HVAC Repairs	CRP	ONGOING	450,000	460,000	350,000	367,500	385,875	405,169	2,418,544			2,158,544		105,000	105,000	50,000										
GB0102	ADA Improvements	CRP	ONGOING	50,000	50,000	50,000	50,000	50,000	50,000	300,000			300,000														
GB0103	City Hall - Seismic Retrofits	CRP	Q4 2024	100,000	150,000					250,000													250,000				
GB0107	Honeywell Site Remediation	CRP	Q4 2022	207,500	207,500					415,000	134,356			22,306	21,788	29,050									207,500		
GB0110	City Hall - Paint, Carpet, and Furniture	CRP	Q4 2023	660,000						660,000													660,000				
GB0111	City Hall - HVAC System Replacement	CRP	Q4 2023				1,600,000			1,600,000			1,600,000														
GB0113	Police Department Renovation	CRP	2028					256,500	1,824,000	2,080,500			2,080,500														
GB0115	Facilities Plan	CRP	2025	200,000						200,000			200,000														
GB0116	Facility Access Control and Security	CRP	ONGOING	224,980	300,720	47,880	34,200	28,500	28,500	664,780				25,000	12,500	12,500								475,700			
GB0117	Facility Parking Lot Repairs	CRP	2028	225,000	30,000	282,000	190,000	-	28,000	755,000							113,250										
GB0119	FS91 Fuel Tank Removal	CRP	Q4 2024	75,000	175,000					250,000																	
GB0120	Public Works Building Roof Replacement	CRP	Q2 2023	330,000						330,000				100,000	100,000	50,000											
GB0121	Precinct Facility Assessment and Renovations	CRP	Q4 2023	500,000						500,000							250,000						250,000				
14	GENERAL GOVERNMENT PUBLIC BUILDINGS TOTAL			3,572,480	1,973,220	1,359,880	2,903,200	1,415,450	3,064,969	14,289,199	134,356	-	10,740,249	-	482,306	469,288	369,800	250,000	-	-	-	-	1,635,700	-	207,500	-	
GE0101	Minor Fire Tools and Equipment	CRP	Q4 2024	45,500	42,500					88,000			88,000														
GE0107	Fleet Replacements	CRP	ONGOING	676,729	430,211	911,511	1,305,238	1,474,095	1,152,484	5,950,267															5,950,267		
GE0108	Automated External Defibrillator Replacements	CRP	Q4 2023	94,686						94,686			94,686														
3	GENERAL GOVERNMENT EQUIPMENT TOTAL			816,915	472,711	911,511	1,305,238	1,474,095	1,152,484	6,132,953	-	-	-	182,686	-	-	-	-	-	-	-	-	-	-	-	5,950,267	-
GT0101	City Information via Web Based GIS	CRP	Q4 2024	55,000				40,000		95,000			95,000														
GT0104	Mobile Asset Data Collection	CRP	Q2 2022			105,000		-	111,000	216,000		163,000														53,000	
GT0105	High Accuracy Aerial Orthophotos	CRP	Q3 2024	35,000		40,000				75,000			75,000														
GT0108	Technology Equipment Replacement	CRP	ONGOING	145,450	253,200	101,280	179,266	129,071	224,584	1,032,851															1,032,851		
GT0112	ArcGIS Image Server	CRP	Q3 2024	30,000						30,000			30,000														
GT0115	Modernize Municipal Court Technology	CRP	Q1 2023	96,000	10,000					106,000			106,000														
GT0116	Emergency Purchases for Equipment and Technology	CRP	ONGOING	25,000	25,000	25,000	25,000	25,000	25,000	150,000			150,000														
GT0117	Cybersecurity Software Update	CRP	Q4 2023	52,500	10,750	-	-	-	-	63,250			63,250														
8	GENERAL GOVT TECHNOLOGY TOTAL			438,950	298,950	271,280	204,266	194,071	360,584	1,768,101	-	163,000	-	519,250	-	-	-	-	-	-	-	-	-	-	1,032,851	53,000	
PA0100	Open Space Management	CRP	ONGOING	359,650	349,452	359,534	369,904	380,573	391,549	2,210,661			2,056,694			20,000							133,967				
PA0101	Recurring Parks Minor Capital	CRP	ONGOING	149,000	154,000	159,000	164,000	169,000	175,000	970,000			970,000														
PA0103	Trail Renovation and Property Management	CRP	ONGOING	54,000	56,000	58,000	60,000	62,000	64,000	354,000			354,000														
PA0104	Lake Water Irrigation Development	CFP	2025		82,000	141,000				223,000			223,000														
PA0107	Aubrey Davis Park Outdoor Sculpture Gallery Improvements Design	CRP	Q4 2024		33,000	68,000	198,000			299,000			124,000								100,000					75,000	
PA0108	Aubrey Davis Park Luther Lid Connector Trail	CFP	2026			164,000	853,450			1,017,450			1,017,450														
PA0109	Aubrey Davis Park Trail Safety Improvements	CRP	Q4 2023	385,000						385,000			10,000									375,000					
PA0110	Aubrey Davis Lid A Backstop Replacement	CRP	2028					96,000	689,000	785,000			785,000														
PA0111	Aubrey Davis Park Vegetation Management	CRP	ONGOING			125,000	129,000	133,000	137,000	524,000			-													524,000	
PA0112	Clarke Beach Shoreline Improvements	CRP	2025			2,814,000				2,814,000			1,814,000								1,000,000						
PA0115	Hollerbach SE 45th Trail System	CFP	2027				93,000	425,955		518,955			518,955														
PA0116	Island Crest Park South Field Lights Replacement and Turf Upgrade	CRP	2026			113,000	1,160,000			1,273,000			1,273,000														
PA0117	Island Crest Park Ballfield Backstops Upgrade & North Infield Turf Replacement	CRP	2025	400,000		855,000				1,255,000			1,049,000											206,000			
PA0122	Luther Burbank Dock and Waterfront Improvements	CRP	Q4 2024	928,300	6,597,300					7,525,600								3,755,600			3,770,000						
PA0123	Luther Burbank Minor Capital Levy	CRP	ONGOING	111,100	112,211	113,333	114,466	115,611	116,767	683,489													683,489				
PA0124	Luther Burbank Park Boiler Building Phase 1	CRP	2025	2,012,300						2,012,300			1,499,300									513,000					
PA0126	Mercerdale Park Master Plan	CRP	Q4 2023	200,000						200,000			200,000														
PA0129	Pioneer Park/Engstrom OS Forest Management	CRP	ONGOING	416,824	419,852	422,911	426,000	429,120	432,271	2,546,978			684,000												1,862,978		
PA0130	Roanoke Park Playground Replacement	CRP	Q4 2024	60,000	431,000					491,000																491,000	
PA0131	South Mercer Playfields Synthetic Turf and Field Lighting	CRP	2025		245,000	3,010,000				3,255,000			2,955,000								300,000						
PA0132	Upper Luther Burbank Ravine Trail Phase 2	CFP	2026			113,000	261,000			374,000			261,000											113,000			
PA0133	MICEC Technology and Equipment Replacement	CRP	ONGOING	58,000	58,000	58,000	58,000	58,000	58,000	348,000																348,000	
PA0136	Luther Burbank Park South Shoreline Restoration	CRP	Q4 2023	575,000						575,000															169,000	406,000	
PA0138	Luther Burbank Swim Beach Renovation Design	CRP	2027			55,000	113,000	1,015,000		1,183,000			683,000									500,000					
PA0140	Aubrey Davis Mountains to Sound Trail Pavement Renovation	CRP	Q4 2024	101,000						101,000			101,000														
PA0141	Aubrey Davis Mountains to Sound Trail Connection at Shorewood	CFP	2025			82,000				82,000			82,000														
PA0142	Aubrey Davis Park Tennis Court Resurfacing/Shared-Use Pickleball	CRP	2025			121,000				121,000			63,000												58,000		
PA0143	Luther Burbank Park Tennis Court Renovation/Shared-Use Pickleball	CRP	Q4 2																								

ID	Description	Plan	Target Completion Date	2023	2024	2025	2026	2027	2028	TOTAL	General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	ST Mitigation	Park Impact Fees	REET-2 Reserve	1% for the Arts	Grant	Parks Levy	ARPA	King County Levy	Dept Rates	Other		
PA0158	First Hill Park Playground Replacement & Court Resurfacing	CRP	2026			87,000	329,000			416,000			416,000																
PA0159	Luther Burbank Park Amphitheater Renovation (Design Only)	CRP	2025			85,000				85,000											85,000								
PA0160	MICEC to LBP Stair Replacement	CRP	2028					36,000	197,000	233,000			233,000																
PA0161	Secret Park Playground Replacement	CRP	2028					87,000	448,000	535,000			535,000																
PA0162	MICEC Parking Lot Planter Bed Renovation	CRP	2027					239,000		239,000			239,000																
PA0163	MICEC Generator for Emergency Use	CRP	2027					478,000		478,000			478,000																
PA0164	Systemwide Property Acquisition - Reserve	CFP	ONGOING			500,000	500,000	500,000	500,000	2,000,000			2,000,000																
PA0165	Bike Skills Area	CFP	Q4 2023	302,500						302,500			302,500																
PA0166	Luther Burbank Park Boiler Building Phase 2	CRP	2028					239,000	3,690,000	3,929,000			3,929,000																
50	PARKS, RECREATION, & OPEN SPACE TOTAL			6,858,674	9,058,815	9,798,958	5,497,821	11,395,259	7,701,587	50,311,113	-	107,000	33,109,329	-	-	-	20,000	-	656,750	3,755,600	85,000	7,300,000	3,397,434	-	933,000	-	947,000		
SP0100	Residential Street Resurfacing	CRP	ONGOING	900,000	920,000	940,000	960,000	980,000	1,000,000	5,700,000		4,320,000			630,000	90,000	660,000												
SP0101	Arterial Preservation Program	CRP	ONGOING	75,000	77,000	78,000	80,000	82,000	83,000	475,000		415,000			12,000	30,000	18,000												
SP0104	North Mercer Way (7500 to Roanoke)	CRP	Q4 2023	616,000		-	-	-	-	616,000		428,000		105,000	8,000	75,000													
SP0106	Gallagher Hill Road Overlay (SE 36th to SE 40th Streets)	CRP	2025		77,000	510,000				587,000		484,000		35,000	8,000	60,000													
SP0107	SE 40th Street Overlay (88th Ave SE to Gallagher Hill Rd)	CRP	2025		51,000	365,000				416,000		402,000		10,000	2,000	2,000													
SP0110	SE 27th Street Overlay (76th Ave SE to 80th Ave SE)	CRP	Q4 2024		668,000					668,000		580,000		25,000	13,000	50,000													
SP0111	80th Ave SE Sidewalk Improvements (SE 27th to SE 32nd Street)	CRP	Q3 2023	1,376,000						1,376,000								1,376,000											
SP0112	78th Ave SE Sidewalk Improvements (SE 32nd to SE 34th Street)	CRP	2025		77,000	702,000				779,000								779,000											
SP0114	West Mercer Way Roadside Shoulders - Ph 4 (8100 WMW - 8400 EMW)	CFP	Q3 2024		693,820					693,820		438,820		85,000	5,000	165,000													
SP0115	Gallagher Hill Road Sidewalk Improvements (SE 36th to SE 40th Streets)	CFP	2025		102,000	409,330				511,330		511,330																	
SP0116	SE 40th Street Sidewalk Improvements (Gallagher Hill to 93rd Ave)	CRP	2025		82,000	916,000				998,000		913,000		33,000	6,000	46,000													
SP0118	ADA Transition Plan Implementation	CRP	ONGOING	200,000	204,000		213,000		444,000	1,061,000		657,000						404,000											
SP0122	Minor Capital - Traffic Safety and Operations Improvements	CRP	ONGOING	100,000		104,000		108,000		312,000		312,000																	
SP0123	North Mercer Way - MI P&R Frontage Improvements	CRP	2028		1,203,000					1,203,000								1,203,000											
SP0125	PBF Plan Implementation	CFP	ONGOING	100,000		104,000		108,000		312,000		312,000																	
SP0126	West Mercer Way Resurfacing (SE 56th to EMW)	CRP	2028			-	-	-	2,150,000	2,150,000		1,850,000		50,000	125,000	125,000													
SP0127	SE 36th Street Overlay (Gallagher Hill Rd to EMW)	CRP	2025			611,000				611,000		508,000		45,000	8,000	50,000													
SP0128	North Mercer Way Overlay (8400 Block to SE 35th Street)	CRP	2026				800,000			800,000		622,000		95,000	8,000	75,000													
SP0131	SE 32nd Street Sidewalk Improvements (77th to 78th Ave. SE)	CRP	2025		51,000	274,000				325,000								325,000											
SP0132	East Mercer Way Roadside Shoulders - Ph 11 (SE 79th St. to 8400 block)	CFP	2026				531,000			531,000		383,000		62,000		86,000													
SP0133	Pedestrian & Bicycle Facilities Plan Update	CFP	2025				186,000	190,000		376,000		376,000																	
SP0134	East Mercer Way Overlay (SE 36th Street to SE 40th Street)	CRP	2027					425,000		425,000		365,000		30,000		30,000													
SP0135	Island Crest Way Corridor Improvements	CFP	Q4 2024	382,000	1,140,035					1,522,035								1,522,035											
SP0136	77th Ave SE Channelization Upgrades (SE 32nd to North Mercer Way)	CRP	2026			-	53,000			53,000		53,000																	
SP0137	Traffic Signal Safety Improvements	CRP	Q4 2024	30,000	155,000					185,000		3,000										182,000							
25	STREETS, PEDESTRIANS, & BICYCLE FACILITIES TOTAL			3,779,000	5,500,855	5,013,330	2,823,000	1,893,000	3,677,000	22,686,185	-	13,933,150	-	-	1,217,000	303,000	1,442,000	5,609,035	-	-	-	182,000	-	-	-	-	-		
SU0100	Emergency Sewer System Repairs	CRP	ONGOING	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000						1,800,000													
SU0103	Easement, Access, Codes, and Standards Review	CRP	Q4 2024	150,000	150,000					300,000						300,000													
SU0108	Comprehensive Pipeline R&R Program	CRP	ONGOING	1,000,000	1,000,000	550,000	550,000	550,000	550,000	4,200,000						4,200,000													
SU0109	Sewer System Generator Replacement	CRP	ONGOING	200,000	200,000	-	-	-	50,000	450,000						450,000													
SU0113	SCADA System Replacement (Sewer)	CRP	Q4 2024	1,500,000	500,000					2,000,000						2,000,000													
SU0114	Sewer System Components	CRP	ONGOING	50,000	50,000	50,000	50,000	50,000	50,000	300,000						300,000													
SU0115	Sewer Pipe Replacements & Upsizing	CRP	Q4 2024	600,000						600,000						600,000													
SU0116	Comprehensive Inflow/ Infiltration Evaluation	CRP	2028				100,000	100,000	100,000	300,000						300,000													
SU0117	Pump Station Rehabilitation & Replacement Assessment	CRP	2025	300,000	300,000					600,000						600,000													
SU0119	Pump Station Accessibility Improvements	CRP	ONGOING			150,000	150,000	200,000	200,000	700,000						700,000													
SU0120	Pump Station & HGMH Flow Monitoring	CRP	ONGOING			300,000	300,000	300,000	300,000	1,200,000						1,200,000													
SU0121	Pipe Flow Monitoring	CRP	ONGOING			280,000	280,000	280,000	280,000	1,120,000						1,120,000													
SU0122	Lake Line Locating and Marking	CRP	2027			950,000	1,025,000	925,000		2,900,000						2,900,000													
SU0123	Lake Line Condition Assessment	CRP	2028						1,000,000	1,000,000						1,000,000													
SU0124	Comprehensive Hydraulic Model Development	CRP	2028					1,000,000	1,000,000	2,000,000						2,000,000													
SU0125	General Sewer Plan Update	CRP	2028					75,000	75,000	150,000						150,000													
SU0126	Shorecliff Ln & SE 24th Pipe Upsize	CRP	202																										

ID	Description	Plan	Target Completion Date	2023	2024	2025	2026	2027	2028	TOTAL	General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	ST Mitigation	Park Impact Fees	REET-2 Reserve	1% for the Arts	Grant	Parks Levy	ARPA	King County Levy	Dept Rates	Other	
SW0130	Basin 32B - SE 72nd St Drainage Capacity Improvement	CRP	Q4 2024		189,330					189,330							189,330											
SW0131	Basin 42- SE 58th St Drainage Improvement at cul-de-sac	CRP	2025			77,000				77,000							77,000											
SW0132	Sub-Basin 22.1 Watercourse Stabilization - Final Design and Construction	CRP	Q4 2023	148,698						148,698							148,698											
SW0133	Sub-Basin 25b.2 Watercourse Stabilization - Final Design and Construction	CRP	Q4 2023	155,100						155,100							155,100											
SW0134	Emergency Stormwater Conveyance Repairs	CRP	ONGOING	25,000	25,000	25,000	25,000	25,000	25,000	150,000							150,000											
SW0135	Conveyance System Assessments (Basin Specific)	CRP	ONGOING	50,000	50,000	50,000	50,000	50,000	50,000	300,000							300,000											
SW0136	Conveyance System Improvements (2027-2028)	CRP	2028					1,000,000	1,000,000	2,000,000							2,000,000											
SW0137	Street Related Storm Drainage Improvements	CRP	Q4 2024	100,000	100,000	100,000	100,000	100,000	100,000	600,000							600,000											
22	STORM WATER UTILITY TOTAL			924,511	1,231,597	1,180,359	1,357,763	1,425,000	1,425,000	7,544,230	-	-	-	-	-	-	7,544,230	-	-	-	-	-	-	-	-	-	-	
WU0100	Emergency Water System Repairs	CRP	ONGOING	150,000	150,000	150,000	150,000	150,000	150,000	900,000					900,000													
WU0102	SCADA System Replacement (Water)	CRP	Q4 2023	75,000						75,000					75,000													
WU0103	Water Reservoir Improvements	CRP	Q4 2024	2,805,000	2,750,000					5,555,000					5,555,000													
WU0112	Water System Components Replacement	CRP	ONGOING	50,000	50,000	50,000	50,000	50,000	50,000	300,000					300,000													
WU0115	Water Modeling and Fire Flow Analysis	CRP	ONGOING	15,000	50,000	15,000	50,000	15,000	50,000	195,000					195,000													
WU0117	Meter Replacement Implementation	CRP	Q4 2024	3,252,916						3,252,916					3,252,916													
WU0120	First Hill Generator Replacement	CRP	Q4 2024	400,000	400,000					800,000					800,000													
WU0128	Reservoir Pump Replacement	CRP	Q4 2024	540,000	540,000					1,080,000					1,080,000													
WU0130	2023 Water System Improvements (First Hill, NMW, SE 37th Pl, SE 41st-42nd Pl)	CRP	Q4 2023	4,684,000						4,684,000					4,684,000													
WU0131	2024 Water System Improvements (8600 Block SE 47th & SE 59th)	CRP	Q4 2024	373,000	2,082,000					2,455,000					2,455,000													
WU0132	2026 Water System Improvements (SE 37th Pl & 5300 Block WMW)	CRP	2026			89,000	498,000			587,000					587,000													
WU0133	2027 Water System Improvements (south end in Avalon neighborhood)	CRP	2027				352,000	1,970,000		2,322,000					2,322,000													
WU0134	2028 Water Main Replacement (south Towncenter and north of P & R)	CRP	2028					443,000	2,475,000	2,918,000					2,918,000													
WU0135	2024 AC Main Replacement (Gallagher Hill Rd, Greenbrier and SE 40th)	CRP	Q4 2024	479,000	2,680,000					3,159,000					3,159,000													
WU0136	2025 AC Main Replacement (Upper Mercerwood)	CRP	2025		1,040,000	5,822,000				6,862,000					6,862,000													
WU0137	2026 AC Main Replacement (3800 Block East Mercer Way)	CRP	2026			451,000	2,529,000			2,980,000					2,980,000													
WU0138	2027 AC Main Replacement (Lower Mercerwood)	CRP	2027				576,000	3,227,000		3,803,000					3,803,000													
WU0139	2028 AC Main Replacement (SE 40th to SE 36th and 97th Ave to EMM)	CRP	2028					289,000	1,616,000	1,905,000					1,905,000													
WU0140	Pressure Reducing Valve Station Replacements	CRP	ONGOING	395,000	2,025,000	2,025,000	395,000	2,025,000	-	6,865,000					6,865,000													
WU0141	Street Related Water System Improvements	CRP	ONGOING	150,000	150,000	150,000	150,000	150,000	150,000	900,000					900,000													
WU0142	Emergency Well #2 Site Evaluation	CRP	Q4 2024		50,000					50,000					50,000													
21	WATER UTILITY TOTAL			13,368,916	11,967,000	8,752,000	4,750,000	8,319,000	4,491,000	51,647,916	-	-	-	-	51,647,916	-	-	-	-	-	-	-	-	-	-	-	-	

162	TOTAL			\$ 34,139,446	\$ 34,073,147	\$ 30,857,317	\$ 22,226,287	\$ 30,975,875	\$ 26,697,623	\$ 178,969,696	\$ 134,356	\$ 14,203,150	\$ 43,849,578	\$ 701,936	\$ 53,347,222	\$ 25,362,288	\$ 9,376,030	\$ 5,859,035	\$ 656,750	\$ 3,755,600	\$ 85,000	\$ 7,482,000	\$ 3,397,434	\$ 1,635,700	\$ 933,000	\$ 7,190,617	\$ 1,000,000
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	TOTAL FUNDED PROJECTS IN 2023-2024			84	73																							
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Building Repairs

Project ID

GB0100

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$1,150,000

Department

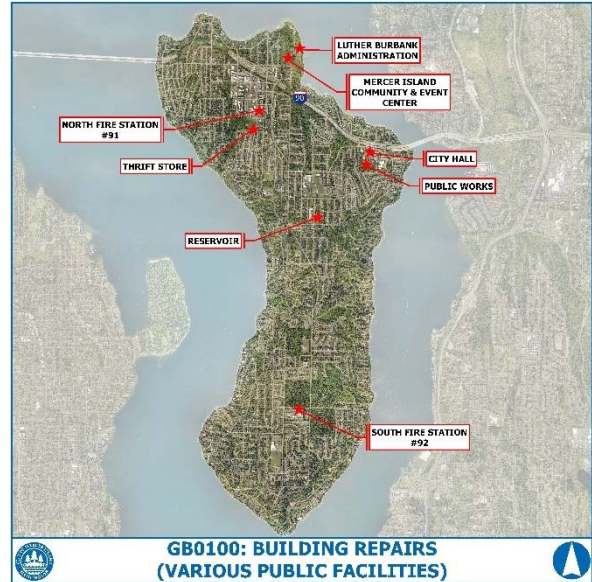
Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

This project includes ongoing repairs and replacements for City facilities, including: exterior repairs and paint, roof repairs, signage replacements; interior wall, paint, carpet, and furniture (as needed); security improvements; and emergency repairs as needed.

Project Justification

Significant deferred maintenance in City facilities has left the major building systems in need of repairs and reinvestment. This project, in conjunction with proposed HVAC Repairs projects, will address critical improvements needed to protect the value and integrity of the structure and ensure a safe, secure, and comfortable work environment.

Expenditures	2023	2024	2025	2026	2027	2028
GB0100	\$550,000	\$600,000	\$630,000	\$661,500	\$694,575	\$729,300

HVAC Repairs

Project ID

GB0101

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$910,000

Department

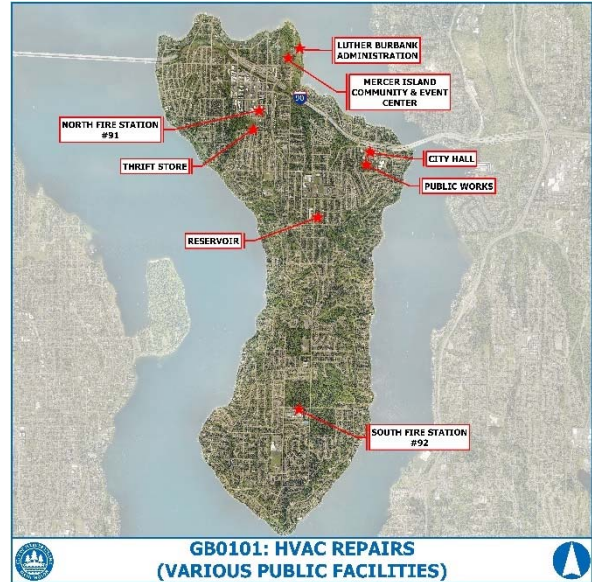
Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

Maintain existing HVAC systems in City facilities by providing repairs or component replacements as needed. Hire contractors to troubleshoot issues and provide repairs on a scheduled or emergency basis.

Project Justification

Many of the City's facilities have HVAC systems that are aging or have system configurations that contribute to heating/cooling failures. The cooling tower at City Hall is at the end of its useful life and requires significant repairs to preserve its functionality while a replacement is considered for future funding.

Expenditures	2023	2024	2025	2026	2027	2028
GB0101	\$450,000	\$460,000	\$350,000	\$367,500	\$385,875	\$405,169

ADA Improvements

Project ID

GB0102

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

This new, ongoing project will provide funding to add accessibility modifications to facility repair, replacement, and construction projects. These modifications will be guided by the 2022 ADA Transition Plan, which identifies and prioritizes the removal of barriers to full accessibility for public facilities.

Project Justification

The 2022 ADA Transition Plan identified many opportunities for improvements at City facilities to remove barriers and increase accessibility. In the plan, many City facilities received high Facility Index Scores, indicating that they should be prioritized for design and implementation, to ensure that all people can participate in civic business and activities.

Expenditures	2023	2024	2025	2026	2027	2028
GB0102	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

City Hall - Seismic Retrofits

Project ID

GB0103

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$250,000

Department

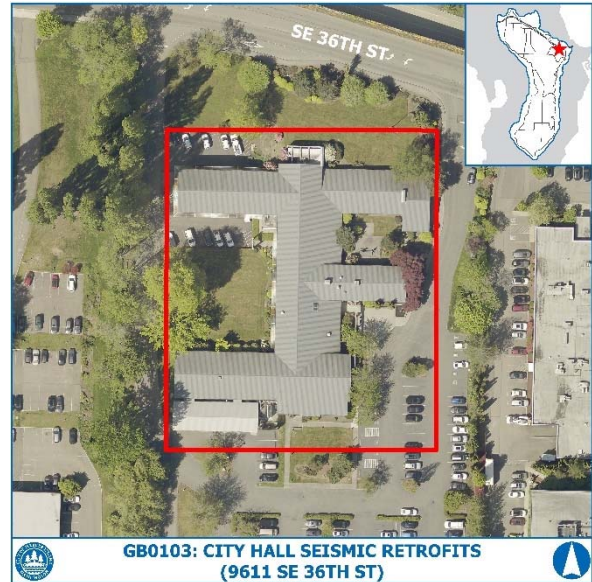
Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

During the structural assessment performed at City Hall in 2022, several portions of the building were identified as needing seismic reinforcement and repairs. Designs for seismic retrofit elements will be completed in Q4 2022, and construction on the facility will take place throughout the 2023-2024 biennium.

Project Justification

Completing the construction of retrofits at the City Hall facility will ensure the ongoing safety of building occupants during a seismic event and prolong the lifespan of the building while long-term plans for the facility are determined.

Expenditures	2023	2024	2025	2026	2027	2028
GB0103	\$100,000	\$150,000	\$0	\$0	\$0	\$0

Honeywell Site Remediation

Project ID

GB0107

Program Plan

CRP

Target Completion Date

0

2023-2024 Project Budget

\$415,000

Department

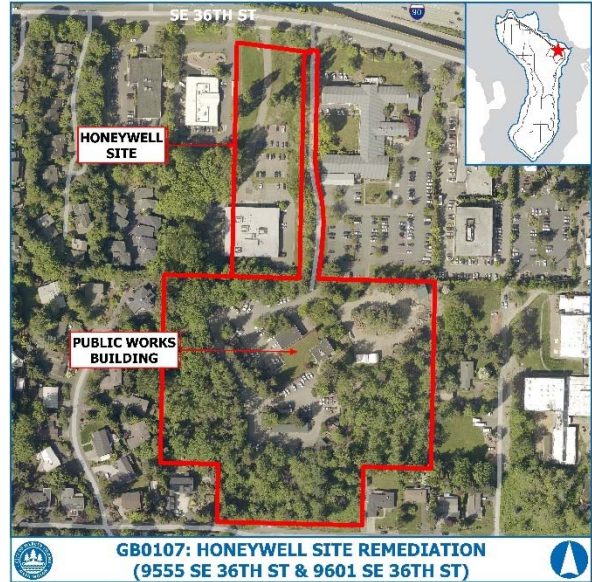
Public Works

Project Manager

Jason Kintner

ADA Component

No



Project Description

Continue with ongoing soil and groundwater remediation at the Honeywell Site and City Maintenance Facility. Compliance work is necessary for in order to obtain a No Further Action letter from the Department of Ecology.

Project Justification

The City previously operated an underground fuel tank at the City maintenance facility. Contaminated soil and groundwater has been located on the City's property and also the southern portion of the adjacent property, located at 9555 SE 36th St. These contaminant levels exceed the Model Toxins Control Cleanup Regulation, which pose health and environmental risks.

In 2018 and 2021, further site characterization was performed to investigate the extent of contamination and new ground watering monitoring wells were installed. Chemical injections to expedite the degradation of the contaminants were also started. Additional injections, air sparging and monitoring from a professional service are needed to complete the clean-up and receive a "No Further Action" letter from the Department of Ecology.

Expenditures	2023	2024	2025	2026	2027	2028
GB0107	\$207,500	\$207,500	\$0	\$0	\$0	\$0

City Hall - Paint, Carpet, and Furniture

Project ID
GB0110

Program Plan
CRP

Target Completion Date
Q4 2023

2023-2024 Project Budget
\$660,000

Department
Public Works

Project Manager
Jaime Page

ADA Component
Yes



Project Description

New paint, carpet, and furniture throughout the upstairs office area of City Hall. Includes lobby, Council Chambers, Chambers lobby, and PD lobby.

Project Justification

The finishes and furnishings throughout City Hall are aged and have exceeded their useful life. This project would provide an aesthetic and functional update while next steps for the City Hall building are determined. Any furniture purchased will be able to be relocated to a new building if needed.

Expenditures	2023	2024	2025	2026	2027	2028
GB0110	\$660,000	\$0	\$0	\$0	\$0	\$0

City Hall - HVAC System Replacement

Project ID

GB0111

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

Complete replacement of aged HVAC system, including installation of central monitoring and control system, and removal of outdated, inefficient, and poorly installed condenser water loop system.

Project Justification

The existing HVAC condenser water loop consists of 30+ year old thin-walled PVC, which runs through the ceiling of every area of City Hall and is not adequately supported. With a water flow rate of 310 gallons per minute, there is a severe risk of a catastrophic break/leak at any moment. The proposed system would replace the cooling tower with much more efficient and reliable DOAS (dedicated outdoor air systems).

Expenditures	2023	2024	2025	2026	2027	2028
GB0111	\$0	\$0	\$0	\$1,600,000	\$0	\$0

Police Department Renovation

Project ID

GB0113

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

This project includes the design and construction of renovations to the Police Department portion of the City Hall facility. The renovations will address ADA deficiencies, improve the department's use of space, update finishes, and improve energy efficiency. This scope/cost estimate assumes major HVAC system improvements will be done via GB0116 or GB0117, and only accounts for minor duct reconfiguration and/or thermostat relocation.

Project Justification

The layout and design of the Police wing of City Hall has remained substantially the same since 1988, despite significant changes to operational needs, accessibility standards, safety requirements, and energy efficiency opportunities. This renovation is needed to modernize the structure beyond what can be achieved through ongoing maintenance and small repairs, and carry the city through at least the next 10 years while we work to develop a long-term, strategic facilities plan in support of the Council's priority to develop long-term fiscal responsibility.

Expenditures	2023	2024	2025	2026	2027	2028
GB0113	\$0	\$0	\$0	\$256,500	\$1,824,000	\$0

Facilities Plan

Project ID

GB0115

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$200,000

Department

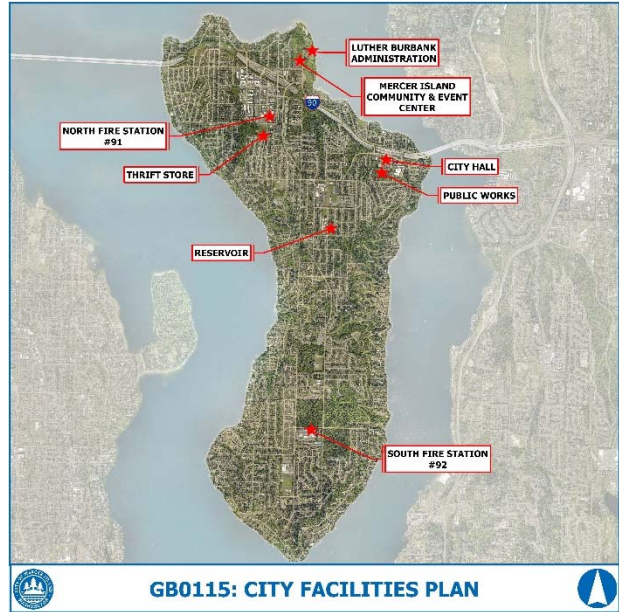
Public Works

Project Manager

Jaime Page

ADA Component

Yes



Project Description

The City will work with a consultant to develop a 20-year Facilities Plan. This plan will lay out how the use of the City's buildings can be maximized. It will outline potential sustainability measures, create a workplan for future reinvestment, and analyze the long-term vision for City-owned buildings.

Project Justification

A 20-year Facilities Plan will provide the foundation for a strategic, long-term capital and operational facilities roadmap, in support of the Council's priority to stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

Expenditures	2023	2024	2025	2026	2027	2028
GB0115	\$200,000	\$0	\$0	\$0	\$0	\$0

Facility Access Control and Security

Project ID

GB0116

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$525,700

Department

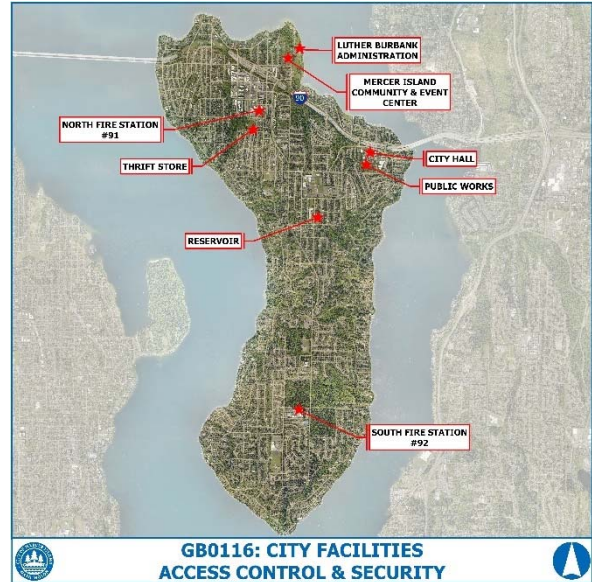
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project builds on recent investments in an access control system for all City facilities with expanded security measures. Investments include: expanding access control system to reduce reliance on keys for employees, contractors, tenants, etc.; developing reports and software customization needed for efficient management; installing new safety and security measures in the Municipal Court and YFS facilities, and re-keying all City facilities under a common grand master with a restricted keyway.

Project Justification

The City's key management has not been tracked, and there are an unknown number of "master" keys that are no longer under the City's control. This project will allow for the full transition to a card-based access control system that reduces the need for distributing physical keys. Facility keys that do need to be distributed will be tracked, and will be part of a restricted keyway, unable to be duplicated without authorization. The installation of additional safety and security measures will provide the ability to monitor City facilities and quickly notify law enforcement and/or security personnel, if needed.

Expenditures	2023	2024	2025	2026	2027	2028
GB0116	\$224,980	\$300,720	\$47,880	\$34,200	\$28,500	\$28,500

Facility Parking Lot Repairs

Project ID

GB0117

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$255,000

Department

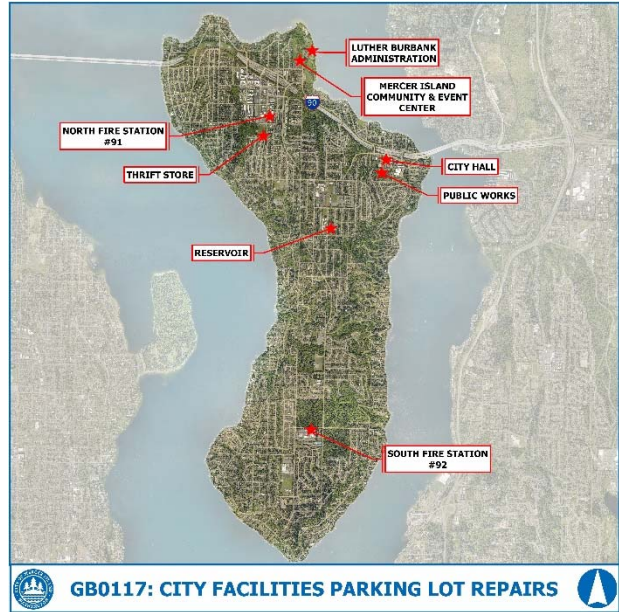
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

Address and correct damage due to age, drainage, grade, tree root damage, and surfacing deficiencies at the Thrift Shop, City Hall, Public Works, Community Center, and South Fire Station parking lots.

Project Justification

These parking lots see heavy use - by both the public and city vehicles - and have deteriorated to the point that they may present hazards to vehicles and pedestrians. Repair is needed to prevent further pavement weakening and potential drainage issues around City facilities.

Expenditures	2023	2024	2025	2026	2027	2028
GB0117	\$225,000	\$30,000	\$282,000	\$190,000	\$0	\$28,000

FS91 Fuel Tank Removal

Project ID

GB0119

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$250,000

Department

Public Works

Project Manager

Alaine Sommargren

ADA Component

No



Project Description

This project includes the planning and contracted services to remove the underground fuel storage tank at Fire Station 91, and perform soil testing and remediation/removal as necessary. After its removal, the parking lot will be repaved.

Project Justification

The fuel tank at Fire Station 91 has leaked in the past, and is no longer in service. It must be removed according to regulations, and the soil in the area must meet Department of Ecology standards. The parking lot is also due for repaving, but will be delayed until the completion of the tank removal.

Expenditures	2023	2024	2025	2026	2027	2028
GB0119	\$75,000	\$175,000	\$0	\$0	\$0	\$0

Public Works Building Roof Replacement

Project ID

GB0120

Program Plan

CRP

Target Completion Date

Q2 2023

2023-2024 Project Budget

\$330,000

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

Replacement of the current green roof, which has far exceeded the useful life (by approx 20 years), and is causing wide-spread leaks throughout the structure.

Project Justification

Necessary to protect the structural integrity of the building and provide a safe working environment for City staff.

Expenditures	2023	2024	2025	2026	2027	2028
GB0120	\$330,000	\$0	\$0	\$0	\$0	\$0

Precinct Facility Assessment and Renovations

Project ID

GB0121

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$500,000

Department

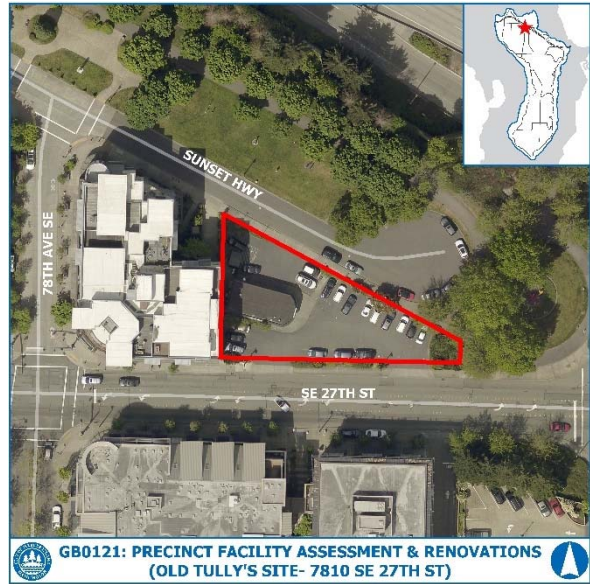
Public Works

Project Manager

TBD

ADA Component

Yes



Project Description

This project will include the renovation of the Tully’s building for a small satellite police precinct, along with the design and reconfiguration of the parking lot to expand commuter parking. Early design work is anticipated to begin in late 2022 with construction in 2023.

Project Justification

The former Tully's building and parking lot facilities are in need of repairs, reconfiguration, and renovation before they can be used for Police operations and commuter parking, respectively. This project will allow to the City to complete a facility assessment, design process, and construction work that will render the spaces safe and useable for City functions.

Expenditures	2023	2024	2025	2026	2027	2028
GB0121	\$500,000	\$0	\$0	\$0	\$0	\$0

Minor Fire Tools and Equipment

Project ID

GE0101

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$88,000

Department

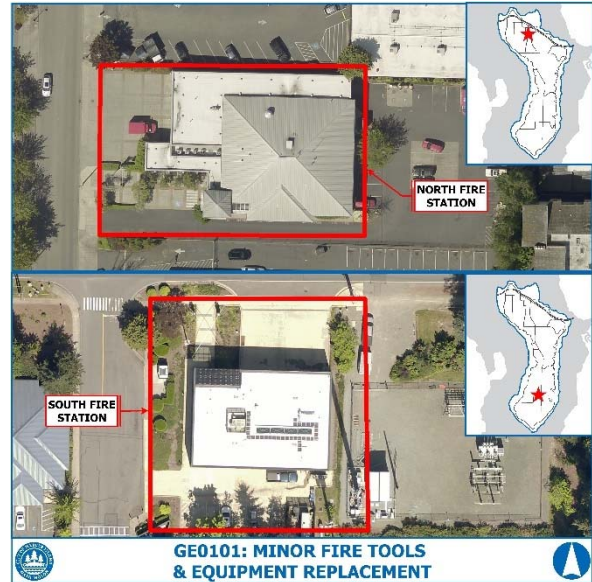
Fire Department

Project Manager

Doug McDonald

ADA Component

No



Project Description

Replace aging equipment, tools and household items that are outside of Fire Department's maintenance and operating budget.

Project Justification

The Fire department will use CIP funds to replace equipment, tools, and household items that are outside of the department's operating budget. Examples include:

1. Additional equipment will need to be purchased due to the upgraded Puget Sound Emergency Radio Network radio system. PSERN will provide one-to-one radio replacement and basic accessories. Fire will be required to purchase additional accessories and batteries to perform daily operations in a safe and effective manner.
2. Protective Personal Equipment (PPE) – potential replacements of up to three sets of PPE per gear each year due to damage while on a 911 call or training. This ensures all members maintain two compliant sets of bunker gear.
3. Fitness Equipment – purchase one exercise bike and one stairclimber per station. The current equipment is aging and costing too much to fix.
4. Small Tools and Equipment – replace old, damaged, and non-functional power tools utilized in the maintenance of fire apparatus and equipment along with training and normal fire operations. Fire routinely builds training props to comply with WAC 26.305 relating to firefighter training.

Expenditures	2023	2024	2025	2026	2027	2028
GE0101	\$45,500	\$42,500	\$0	\$0	\$0	\$0

Fleet Replacements

Project ID

GE0107

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$0

Department

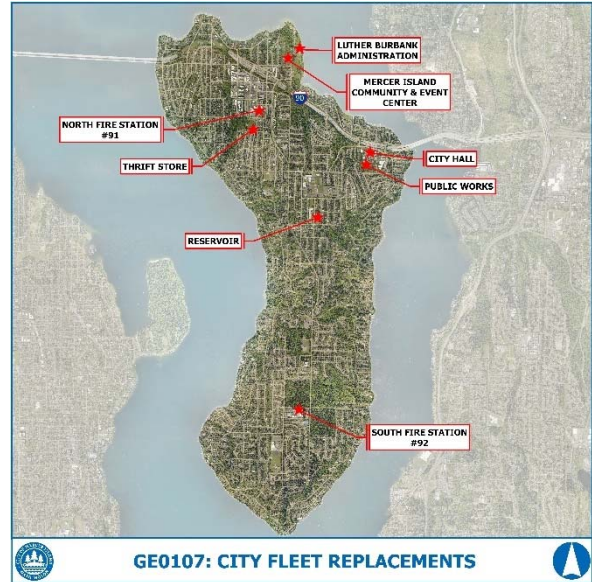
Public Works

Project Manager

Jason Kintner

ADA Component

No



Project Description

Procurement of equipment and vehicles scheduled for replacement through Fleet Services, including police patrol vehicles, marine patrol boats and engines, heavy equipment and administrative staff vehicles.

Project Justification

Equipment and vehicles that have reached the end of their useful lives need to be replaced in a timely and cost effective manner to minimize fuel use, reduce emissions, and provide the desired services. The Equipment Rental Fund is used to manage replacement and Maintenance & Operation funds to ensure that the City's fleet meets the needs and demands of public service. Funds are collected over the life of the vehicle and spent as the useful life is reached.

Expenditures	2023	2024	2025	2026	2027	2028
GE0107	\$0	\$0	\$0	\$0	\$0	\$0

Automated External Defibrillator Replacements

Project ID

GE0108

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$94,686

Department

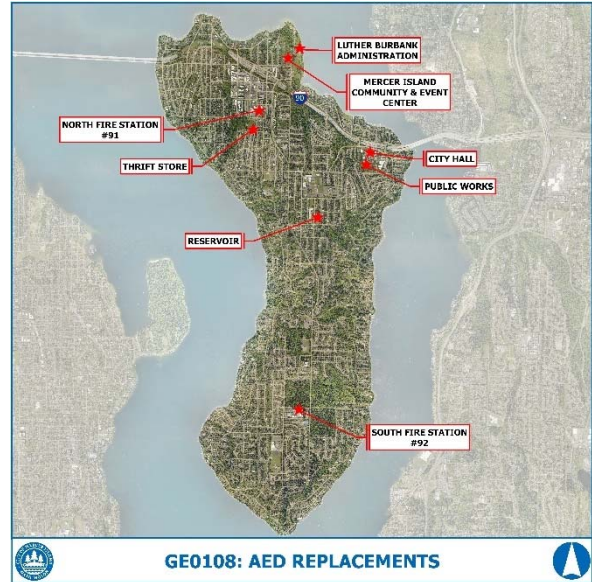
Fire Department

Project Manager

Doug McDonald

ADA Component

No



Project Description

Purchase automated external defibrillators (AEDs) and replacement batteries for each city facility (7) and select city vehicles (19).

Project Justification

AEDs are a life saving tool that every public facility and vehicle should have in the event of a public cardiac arrest event. The current AEDs have run their useful life cycle and are in line for replacement. It is recommended that these be on a 5-year replacement schedule due to technology/advancement, useful life is five years or less, battery replacements, updates to King County EMS and Public Health mandates and potential damages due to theft or vandalism.

Expenditures	2023	2024	2025	2026	2027	2028
GE0108	\$94,686	\$0	\$0	\$0	\$0	\$0

City Information via Web Based GIS

Project ID
GT0101

Program Plan
CRP

Target Completion Date
On-going

2023-2024 Project Budget
\$55,000

Department
Administrative Services

Project Manager
Leah Llamas

ADA Component
No



Project Description

Upgrade current City WebGIS software to new platform version. The current version will not be supported beyond 2022. The last upgrade is in 2022 but it is for the current version (not new platform). The new platform version requires re-working of the existing (and adding new) customized features, including enhanced workflows and connectivity to other business systems including document management. The licensing structure for the software is also changing to a 3-year enterprise license model as required by the new platform version.

Project Justification

The City has over 400 layers in the GIS database related to infrastructure, assets, and geography. There are two primary methods in which this data is utilized by City staff and the public: paper based maps and web based maps. Web based mapping provides a highly capable tool set to both internal and external users, and has become the primary method for accessing and analyzing asset and infrastructure data. The City also has invested in other technologies such as electronic document management and permitting, utility, and public safety systems that would provide significant additional value when connected to its geographic information system. This software allows public and City staff the ability to easily access information about property, public infrastructure, and other useful City datasets. This software system requires periodic investment to take advantage of new features and functionality and to maintain system infrastructure.

Expenditures	2023	2024	2025	2026	2027	2028
GT0101	\$55,000	\$0	\$0	\$0	\$40,000	\$0

Mobile Asset Data Collection

Project ID
GT0104

Program Plan
CRP

Target Completion Date
On-going

2023-2024 Project Budget
\$0

Department
Public Works

Project Manager
Leah Llamas

ADA Component
No



Project Description

As part of ongoing maintenance of critical infrastructure such as streets and utilities the City needs to collect information in the field to conduct further planning of maintenance activity which includes street "health" (Pavement Condition Index) and inventory of street signs and sign night-time reflectivity.

Project Justification

Collecting information about assets such as pavement condition is a normal component of City operations and asset and infrastructure maintenance. A camera system mounted on a van is used to collect video images of infrastructure elements visible from a public right of way. Geographic elements will be imported into the City's GIS database and maintenance management system for planning of infrastructure maintenance. Users will be able to view and measure items through the City's online mapping system. This project is on an ongoing 3-year cycle since 2013. The most recent collection was completed in 2019.

Expenditures	2023	2024	2025	2026	2027	2028
GT0104	\$0	\$0	\$105,000	\$0	\$0	\$111,000

High Accuracy Aerial Orthophotos

Project ID
GT0105

Program Plan
CRP

Target Completion Date
On-going

2023-2024 Project Budget
\$35,000

Department
Administrative Services

Project Manager
Leah Llamas

ADA Component
No



Project Description

As part of ongoing maintenance of critical infrastructure, the City collects high resolution aerial photography that supports the maintenance of GIS layers for above ground features and infrastructure such as roadways, property and building information, and utilities.

Project Justification

High accuracy digital orthophotography is the primary low cost tool to obtain an "on the ground" picture of island-wide property and infrastructure changes from which accurate measurements and analysis can occur. New photography is required periodically to capture changes over time. The last aerial collection was conducted in 2020 through a regional partnership flight. The City participates in a regional orthophotography flight every 2-3 years to share and save costs.

Expenditures	2023	2024	2025	2026	2027	2028
GT0105	\$35,000	\$0	\$40,000	\$0	\$43,000	\$0

Technology Equipment Replacement

Project ID
GT0108

Program Plan
CRP

Target Completion Date
On-going

2023-2024 Project Budget
\$398,650

Department
Administrative Services

Project Manager
Alfredo Moreno

ADA Component
No



Project Description

Routine Replacement of outdated technology throughout the City.

Project Justification

If the City does not replace it's technology beyond it's useful life cycle, the following are examples of what could occur, but are not limited to:

- Replacement parts no longer able to be sourced.
- Warranty has expired, resulting in loss of manufacturer support.
- The vendor/manufacturer no longer provides stability/security updates to said technology.
- o Loss of productivity due to troubleshooting or failing equipment.

Expenditures	2023	2024	2025	2026	2027	2028
GT0108	\$145,450	\$253,200	\$101,280	\$179,266	\$129,071	\$224,584

ArcGIS Image Server

Project ID
GT0112

Program Plan
CRP

Target Completion Date
Q4 2024

2023-2024 Project Budget
\$30,000

Department
Administrative Services

Project Manager
Leah Llamas

ADA Component
No



Project Description

The GIS Team recently updated the City’s entire GIS infrastructure to the new GIS platform (ArcGIS Enterprise project, GT0102). This required new servers and software. During the upgrade, it was discovered that imagery data processing is extremely cumbersome in regards to time and server resources. Technology improvements result in higher resolution aerial photos which in turn have become more taxing on current systems to manage, support and share to users. To fully leverage the new GIS infrastructure efficiently, processing of all the City’s imagery data would be more efficiently managed using a software called ESRI ArcGIS Image Server.

Project Justification

The City has invested in numerous aerial photographs over the past 30 years and every year, as aerial imagery is collected, the data is higher resolution and larger in size. ArcGIS Image Server provides a robust storage system that powers the analytical processing, serving and storing of large collections of aerial data, elevation data, 3D-layers, image-based data, and other remote sensing data. It allows for preprocess of the data, saving time and computer resources and provides users quick access to any imagery data in web-based map, field maps and other applications. Having ArcGIS Image Server in place will also allow provide an efficient environment for processing model-based analysis that depends on imagery data (flow analysis for utilities, watercourses verification, tree canopy assessment and more). This investment is to create a productive environment to store the City’s current and future imagery-related data. The cost will cover licensing costs as well as the support and consultant hours needed to install and configure ArcGIS Image Server using best practices.

Expenditures	2023	2024	2025	2026	2027	2028
GT0112	\$30,000	\$0	\$0	\$0	\$0	\$0

Modernize Municipal Court Technology

Project ID
GT0115

Program Plan
CRP

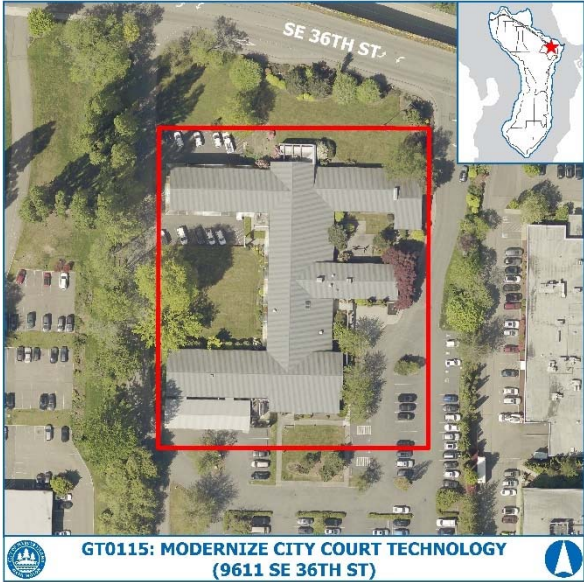
Target Completion Date
Q1 2023

2023-2024 Project Budget
\$106,000

Department
Municipal Court

Project Manager
Cheryl Lucero

ADA Component
No



Project Description

Purchase IT hardware and software to implement Zoom remote hearings and remote jury selection. This includes software and hardware to convert paper files, orders, and pleadings to a digital only platform as well as calendaring and notice generating to a digital Case Management System. This project entails a yearly subscription cost for online court file depository and a new Case Management System.

Project Justification

The City's Municipal Court has the immediate need to switch its entire operating procedures to align with operating expectations of the State Office of the Courts, as well as become technologically equitable to the District and Municipal Courts in the area. The Court's current operations are inefficient and wasteful in the areas of costs, materials and labor time and creates a disproportionate availability to individuals possibly needing to take time off work or with transportation issues in getting to court for their hearings or juror service.

Implementation of Zoom capable hearings, an online file depository, and a Case Management System will save costs and improve all the technological and operational limitations the Court currently faces. Additionally, the new digital phase systems will provide a safer environment and greater access to justice for the community.

Expenditures	2023	2024	2025	2026	2027	2028
GT0115	\$96,000	\$10,000	\$0	\$0	\$0	\$0

Emergency Purchases for Equipment and Technology

Project ID
GT0116

Program Plan
CRP

Target Completion Date
Q4 2024

2023-2024 Project Budget
\$50,000

Department
Administrative Services

Project Manager
Alfredo Moreno

ADA Component
No



Project Description

Unforeseen replacement of technology needs that arise in the course of City business.

Project Justification

Emergency funding for unforeseen software and technology needs such as an emergency fiber repair, new phonebank software, software support, or an unanticipated server storage array replacement. This ensures the City can rapidly reposition in the case of a sudden technology need. Funds will only be used for one-time costs as needed.

Expenditures	2023	2024	2025	2026	2027	2028
GT0116	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Cybersecurity Software Update

Project ID
GT0117

Program Plan
CRP

Target Completion Date
Q3 2023

2023-2024 Project Budget
\$63,250

Department
Administrative Services

Project Manager
Alfredo Moreno

ADA Component
No



Project Description

The City, as part of its cybersecurity posture, uses a Security Information and Event Management (SIEM). This system is responsible for ingesting traffic flows, logs, and events of interest from across the City's critical IT infrastructure into a central location for automated analysis, correlation, and investigation. IT staff regularly use this system to ensure the cybersecurity integrity and health of the City's systems remain intact.

Project Justification

Our current SIEM has reached the end of sale this year, and will reach the end of life in 2023. A replacement will need to be installed before 2023 year-end. If this appliance is not replaced, the City's cybersecurity position will be degraded.

Expenditures	2023	2024	2025	2026	2027	2028
GT0117	\$52,500	\$10,750	\$0	\$0	\$0	\$0

Open Space Management

Project ID

PA0100

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$709,102

Department

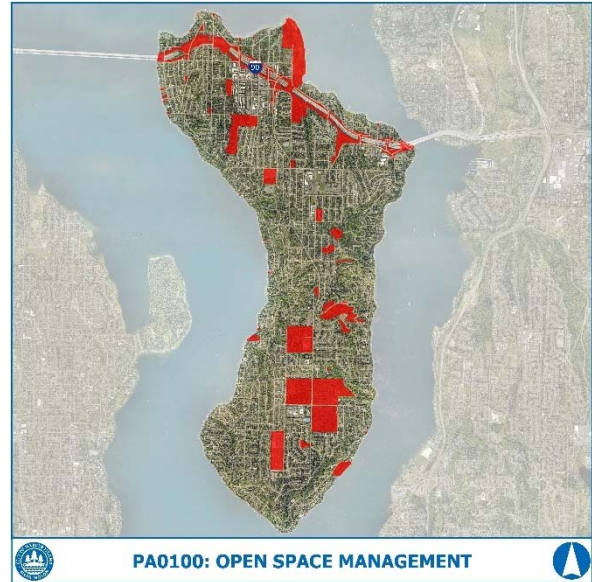
Public Works

Project Manager

Lizzy Stone

ADA Component

No



Project Description

Complete ecological restoration projects across 300 acres of natural areas and open spaces in accordance with the 2004 Open Space Vegetation Plan and the 2015 update. Restoration projects aim to reduce invasive weed cover, preserve and replace canopy cover, increase biodiversity, and protect high value habitat including climate refugia, steep slopes, and watercourses. Includes a habitat assessment and engineering review of Ellis Pond to determine its functionality as stormwater retention basin and develop management recommendations to preserve habitat and stormwater retention functions. This work is accomplished by a combination of in-house, seasonal restoration crews, City staff, professional contractors, and volunteers.

Project Justification

Mercer Island's public open spaces provide countless ecological, social, and economic benefits to the community. The 300 acres of forests, wetlands, and watercourses that make up the City's open spaces help to control erosion, buffer stormwater, improve air quality, and buffer sound pollution. These areas also provide valuable habitat for wildlife, offer mental and physical health benefits, and form the lush, forested landscape for which Mercer Island is known.

Noxious weeds and pathogens threaten the health of these open spaces by killing canopy trees, suppressing natural forest regeneration, and outcompeting native plant communities. Deferred maintenance and management of open space properties will lead to degraded habitat and forest canopy conditions resulting in a decline in ecosystem functions as well as a loss on existing City investments in forest management.

Expenditures	2023	2024	2025	2026	2027	2028
PA0100	\$359,650	\$349,452	\$359,534	\$369,904	\$380,573	\$391,549

Recurring Parks Minor Capital

Project ID

PA0101

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$303,000

Department

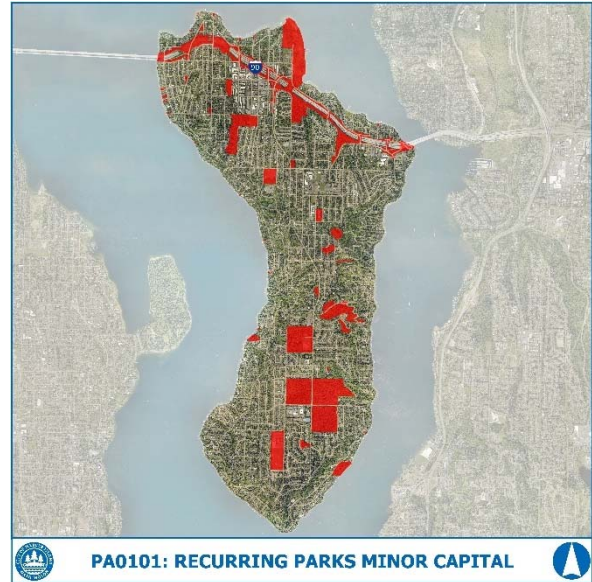
Public Works

Project Manager

Sam Harb

ADA Component

Yes



Project Description

Repair, replace, or refurbish park furnishings, perform emergency repairs, and other small projects to maintain City parks. Preliminary architectural and engineering services for scoping of projects for budget purposes. Projects are likely to include: pavement patching, restroom fixture replacement, park bench refinishing, sign refurbishment, tree pruning/removal and replacement, parking lot striping, irrigation and drainage repairs. Projects may be completed by contractors or in-house staff.

Project Justification

Pavement, parks furnishings, and landscaping wear out and become unsafe over time. Many of these projects are too small to define as a separate project. On a recurring basis, equipment, facilities and amenities must be repaired or replaced as they reach the end of their useful lifecycle. This project is identified in the 2022 PROS Plan.

Expenditures	2023	2024	2025	2026	2027	2028
PA0101	\$149,000	\$154,000	\$159,000	\$164,000	\$169,000	\$175,000

Trail Renovation and Property Management

Project ID

PA0103

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$110,000

Department

Public Works

Project Manager

Sam Harb

ADA Component

Yes



Project Description

Renovate trails that improve connectivity and walkability. Repair trails with decreased functionality or safety issues. Acquire easements where needed. Manage property issues such as encroachments, donations, rights-of-entry, and leases. Potential projects for 2023-2024 include Pioneer Park trail resurfacing, SE 53rd Open Space trail tread rehabilitation, and replacement of degraded timber stairs on right-of-way trails.

Project Justification

Trails are one of the City's sustainability goals because they provide a non-motorized alternative to getting around the island. Trails that do not receive renovation when needed may become safety issues. Much of the City's trail infrastructure utilizes timber stairways that are approaching the end of their useful lifespan and are of similar age. Degradation of these structures is accelerating, resulting in a need for additional construction resource needs in subsequent years.

Expenditures	2023	2024	2025	2026	2027	2028
PA0103	\$54,000	\$56,000	\$58,000	\$60,000	\$62,000	\$64,000

Lake Water Irrigation Development

Project ID

PA0104

Program Plan

CFP

Target Completion Date

2025

2023-2024 Project Budget

\$82,000

Department

Public Works

Project Manager

Paul West

ADA Component

No



Project Description

Install pumps, an intake screen, and plumbing for irrigation of three lakefront parks sites: Luther Burbank Park, Clarke Beach Park, and Groveland Beach Park. This work would complete the development of water rights for the City and secure the claim that the Dept of Ecology authorized for construction in 2007.

Project Justification

Future climate variability is expected to have a significant negative impact on water supply. Having water rights for Lake Washington secures the City a resource that is expected to increase in value and utility. Only by completing this project does the City secure the water rights to which it has laid claim. The rights could be revoked if action is not taken. The Clarke Beach and Groveland Beach sites are currently not irrigated. The Luther Burbank Calkins Point site was designed to use non-potable water specifically with this project in mind. All three sites are popular summer destinations. Future plans include irrigating the Luther Burbank swim beach as well.

Expenditures	2023	2024	2025	2026	2027	2028
PA0104	\$0	\$82,000	\$141,000	\$0	\$0	\$0

Aubrey Davis Park Outdoor Sculpture Gallery Improvements Design

Project ID

PA0107

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$33,000

Department

Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Continue efforts to reimagine the Greta Hackett Outdoor Sculpture Gallery as a community and cultural gateway in response to emerging needs that arise from the opening of Sound Transit East Link Light Rail Station in 2023. Improvements/enhancements could include: new curation of existing artwork, redesigned landscaping, wayfinding and interpretation, a signature artist detail such as a concrete pattern liner for new paths, unique plant or planting pattern, or modular seating/lighting that extends into Aubrey Davis Park, and/or a new public art commission.

Project Justification

With the 2023 completion of the East Link extension, the Greta Hackett Outdoor Sculpture Gallery will become the first sculpture park accessible by light rail in the region. This presents an exciting opportunity to re-envision this arts space as a true cultural gateway to the Island for both community members and new visitors to enjoy. This project will include a public needs assessment after the first year of light rail operation.

Expenditures	2023	2024	2025	2026	2027	2028
PA0107	\$0	\$33,000	\$68,000	\$198,000	\$0	\$0

Aubrey Davis Luther Lid Connector Trail Design

Project ID
PA0108

Program Plan
CFP

Target Completion Date
2026

2023-2024 Project Budget
\$0

Department
Public Works

Project Manager
Paul West

ADA Component
Yes



Project Description

Construct a gravel trail and concrete staircase in Aubrey Davis Park to connect the Luther Burbank Park to the Town Center. The trail and staircase would be approximately 700 linear feet total. It would run from the intersection of SE 26th St and 84th Ave SE to the Mountain to Sound Trail.

Project Justification

A dirt trail has developed where people walk down a steep slope on WSDOT property to get to and from the park. The public wants to walk between Town Center and Luther Burbank Park. Connectivity increases recreational opportunities for Town Center. This project is consistent with the 2006 Luther Burbank Park Master Plan, the 2019 Aubrey Davis Park Master Plan and the City's Comprehensive Plan 2017 amendment. It also includes an ADA route along North Mercer Way. WSDOT is ready to give final approval for this project.

Expenditures	2023	2024	2025	2026	2027	2028
PA0108	\$0	\$0	\$164,000	\$853,450	\$0	\$0

Aubrey Davis Park Trail Safety Improvements

Project ID

PA0109

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$385,000

Department

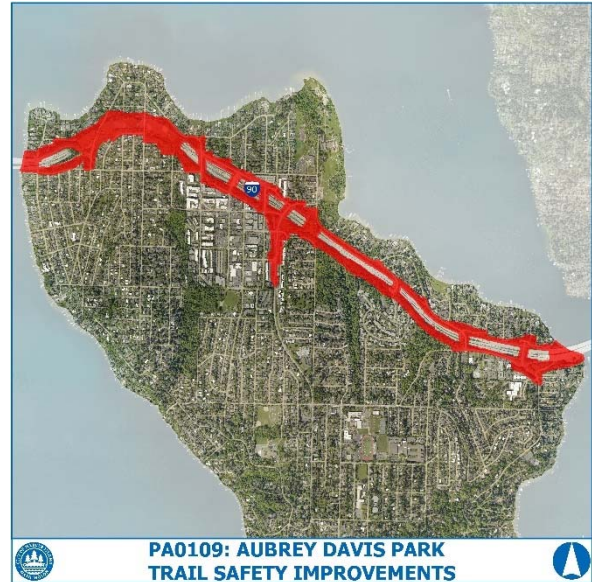
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Continuing project with Dept of Commerce Grant funding to develop and construct trail safety improvements on the Mountains to Sound Regional Trail in Aubrey Davis Park. Construction will be in 2023.

Project Justification

This work conforms with and continues the effort started by the Aubrey Davis Park Master Plan. Scope of work contemplated in this project include traffic calming, placemaking and alternative routing of bicycles on the Lid Park portion of the Mountains to Sound Trail. Design is currently under development with guidance from the Parks and Recreation Commission and review authority of Washington State Department of Transportation. This work is almost entirely funded by a grant from the Washington State Department of Commerce as a direct appropriation from the state legislature. Project management costs are not covered by the grant and come out of the King County Parks Levy. In the 2021-2022 budget, City Council appropriated \$515,000 for this project. The cost above is the balance of that appropriation expected to complete the project.

Expenditures	2023	2024	2025	2026	2027	2028
PA0109	\$385,000	\$0	\$0	\$0	\$0	\$0

Aubrey Davis Lid A Backstop Replacement

Project ID

PA0110

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Sarah Bluvas

ADA Component

No



Project Description

Replace two backstops with taller chain link structure and extend high safety fences on foul lines.

Project Justification

Thirty year old facility; foul balls conflict with other park uses along busy regional trail.

Expenditures	2023	2024	2025	2026	2027	2028
PA0110	\$0	\$0	\$0	\$0	\$96,000	\$689,000

Aubrey Davis Park Vegetation Management

Project ID

PA0111

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$0

Department

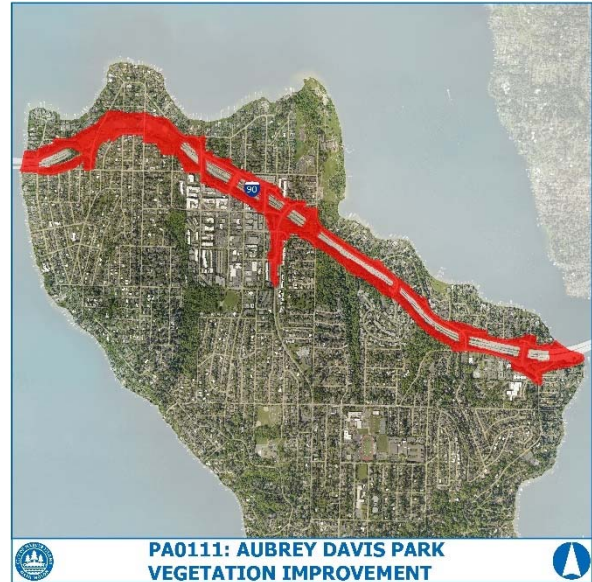
Public Works

Project Manager

Sam Harb

ADA Component

No



Project Description

Renovate landscapes in Aubrey Davis Park per the Aubrey Davis Park Master Plan, which entails managing overcrowded trees, renovating soils, and replanting with selective plant palettes. The contract with WSDOT will be renegotiated in the 2023-2024 biennium.

Project Justification

The landscape in Aubrey Davis Park (ADP) was a negotiated part of the Environmental Impact Statement for the highway reconstruction. It must continue to serve as mitigation for the presence of the highway. The ADP Master Plan provides a road map for the renovation it requires. Because the landscape belongs primarily to WSDOT, the project work must be done in conjunction with WSDOT. Funding should come primarily from the State. City funds cover the first year to negotiate a scope and funding package.

Expenditures	2023	2024	2025	2026	2027	2028
PA0111	\$0	\$0	\$125,000	\$129,000	\$133,000	\$137,000

Clarke Beach Shoreline Improvements

Project ID

PA0112

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

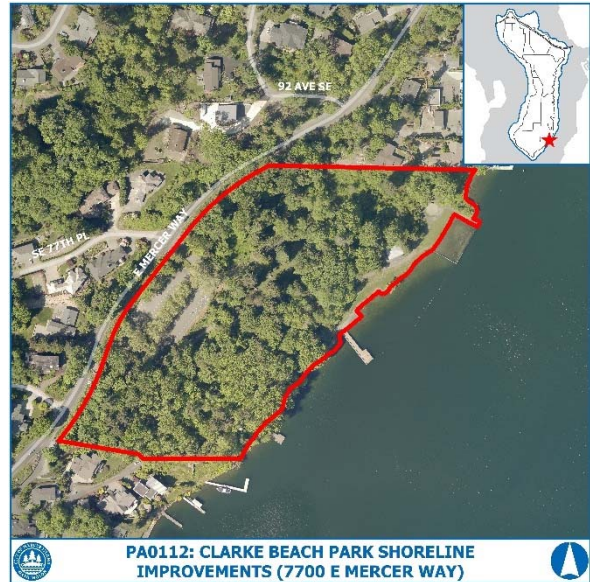
Public Works

Project Manager

Sarah Bluvás

ADA Component

Yes



Project Description

Implementation of improvements recommended through comprehensive Master Planning process. Improvements will include replacement of hardened shoreline with natural shoreline and pocket beaches.

Project Justification

Existing bulkhead and docks are at the end of their useful lifecycle and are in need of replacement or removal. Due to proximity to the Cedar River, improvements completed along this shoreline will improve salmon habitat.

Expenditures	2023	2024	2025	2026	2027	2028
PA0112	\$0	\$0	\$2,814,000	\$0	\$0	\$0

Hollerbach SE 45th Trail System

Project ID

PA0115

Program Plan

CFP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

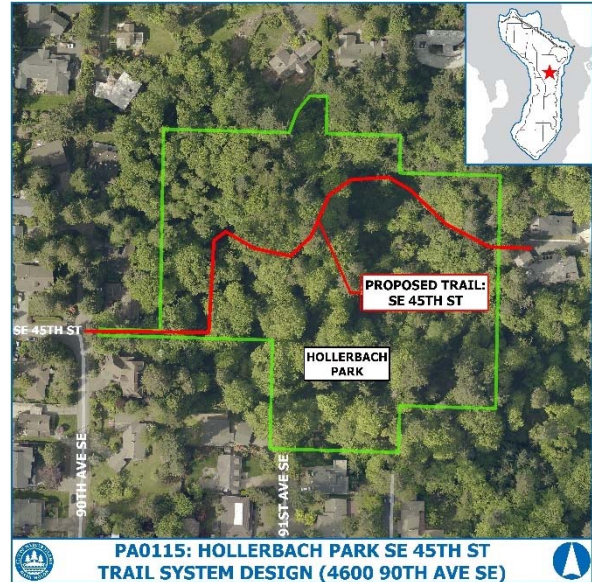
Public Works

Project Manager

Sam Harb

ADA Component

Yes



Project Description

Construct a recreation and transportation trail through Hollerbach Open Space from Cedars East Rd to SE 45th St. Construct approximately 240 ft of elevated boardwalk, three stream crossings, and 420 ft of box crib stairs.

Project Justification

Hollerbach Open Space currently has no public services or access. Additionally, there are no connections between neighborhoods accessed by Island Crest Way and neighborhoods accessed by East Mercer Way on this part of the Island. The Hollerbach Trail would provide foot traffic connectivity from the top of the island to the east side of the island. This trail project was also identified in the 2022 PROS Plan. Because this project is related to pedestrian access, there is a possibility for an ADA component.

Expenditures	2023	2024	2025	2026	2027	2028
PA0115	\$0	\$0	\$0	\$93,000	\$425,955	\$0

Island Crest Park South Field Lights Replacement and Turf Upgrade

Project ID

PA0116

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Sarah Bluvas

ADA Component

No



Project Description

Replace existing metal halide lights on wood poles with LED lights on metal poles to match the Island Crest Park North field. Upgrades to meet current standards and improve user safety and useability.

Project Justification

Existing poles and lights are outdated and no longer meet standards. Upgraded lights will reduce light spillover and glare, and will provide energy efficiencies. Replacing dirt infields and natural grass outfields with synthetic turf will improve playability and expand use at this facility.

Expenditures	2023	2024	2025	2026	2027	2028
PA0116	\$0	\$0	\$113,000	\$1,160,000	\$0	\$0

Island Crest Park Ballfield Backstops Upgrade and North Infield Turf Replacement

Project ID

PA0117

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$400,000

Department

Public Works

Project Manager

Sarah Bluvás

ADA Component

Yes



Project Description

Replace synthetic turf on north infield as lifecycle replacement, upgrade to cork and shock pad to replace crumb rubber infill. Replace backstop at the same time to provide taller backstop.

Project Justification

This field is the most heavily used field in the Island's park system. It hosts recreational and league teams year around and is the only City-owned field with lights. The current infield and backstop are at the end of their useful life. The backstop does not block some foul balls from varsity-level play. On March 1, 2022, City Council appropriated \$125,000 to design this project in 2022 in an effort to accelerate its completion. The project budget above reflects the remaining balance of the estimated cost of this project which is \$1,380,000. If this project is not done, revenues from ballfield rentals will be lost.

Expenditures	2023	2024	2025	2026	2027	2028
PA0117	\$400,000	\$0	\$855,000	\$0	\$0	\$0

Luther Burbank Dock and Waterfront Improvements

Project ID

PA0122

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$7,525,600

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

This project replaces and renovates the existing docks. Work involves replacing both sections of the south pier with floating docks and renovating the north pier. Improvements include shoreline access at the cobble beach, paddlecraft launching on a low-freeboard floating dock, plaza and restroom renovations along with associated amenities. A new viewing platform and outdoor classroom will be installed on the roof of the restroom annex. Grant funding is expected to fund the majority of the capital needs of the project. This project is consistent with the 2006 Luther Burbank Park Master Plan.

Project Justification

A 2020 underwater survey of the docks found rot in structural members and loose bracing. Life expectancy is less than five years. The existing facilities do not serve the current need well. More floating dock space would support current uses including small powerboats, as well as sailing, kayaking and other non-motorized watersports. A public design process in 2020-2022 resulted in a 30% design that was approved by City Council on March 1, 2022. In the 2021-2022 budget, City Council appropriated \$755,600 to design this project. The project budget above reflects the balance of the estimated cost of this project which is \$4,560,300. A significant portion (\$2.3M) of this is expected to be covered by five grants, one of which is currently secured.

Expenditures	2023	2024	2025	2026	2027	2028
PA0122	\$928,300	\$6,597,300	\$0	\$0	\$0	\$0

Luther Burbank Park Minor Capital Levy

Project ID

PA0123

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$223,311

Department

Public Works

Project Manager

Sam Harb

ADA Component

Yes



Project Description

Repairs and minor improvements to Luther Burbank Park infrastructure, equipment and amenities consistent with the 2006 Luther Burbank Park Master Plan and the 2022 Parks Levy Renewal. This project meets ongoing needs for repair and replacement of infrastructure, including trees, docks, pathways, trails, fixtures, drainage, electrical, plumbing, landscaping, etc. Upgrades and current needs are included in project scoping.

Project Justification

Roads, docks, sports courts, turf areas, restrooms, facilities, parking lots, trails and shoreline have suffered from extended deferred maintenance. These areas need ongoing minor repair. On a recurring basis, equipment, facilities and amenities must be repaired or replaced as they reach the end of their useful lifecycle.

Expenditures	2023	2024	2025	2026	2027	2028
PA0123	\$111,100	\$112,211	\$113,333	\$114,466	\$115,611	\$116,767

Luther Burbank Park Boiler Building Phase 1

Project ID

PA0124

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$2,012,300

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

This project provides seismic retrofits and a new roof membrane to the Boiler Building, renovates the restrooms and concession stand in the annex building, and constructs a rooftop viewing deck for both programs and informal use by the general public.

Project Justification

The work stabilizes the 1928 building and conserves it for future reuse as a small boating center as envisioned in the 2006 Luther Burbank Park Master Plan. The 2017 Boiler Building Study provides the conceptual plan for these improvements. Water seepage is causing corrosion of internal rebar reinforcement and eventually will weaken the structure. An earthquake could result in the failure of brick masonry especially the smokestack and brick facade. This would be cost-prohibitive to repair and would likely result in the demolition of the building. No replacement building would be permitted because of shoreline regulations.

This project is expected to be funded partially by a direct appropriation from the WA legislature Local Communities Program for design. A third of construction costs may be supported by a Heritage Capital Grant from the Washington State Historical Society. In the 2021-2022, City Council appropriated \$235,400 to design this project. The project budget above reflects the balance of the estimated cost of this project which is \$2,247,700.

Expenditures	2023	2024	2025	2026	2027	2028
PA0124	\$2,012,300	\$0	\$0	\$0	\$0	\$0

Mercerdale Park Master Plan

Project ID

PA0126

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$200,000

Department

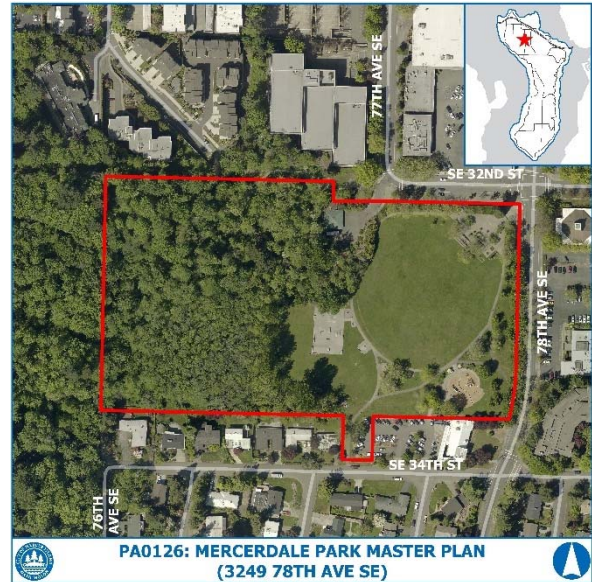
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Develop a Master Plan for Mercerdale Park including the Thrift Store, Recycling Center, and Bicentennial Park.

Project Justification

Mercerdale Park was built out in the early 2000's before the current town center growth. Previous master planning from that time period has been built-out. The City policymakers need systematic, long-term planning to make operating and CIP prioritization decisions. Mercerdale Park needs a master plan to anticipate future needs and changing uses.

Expenditures	2023	2024	2025	2026	2027	2028
PA0126	\$200,000	\$0	\$0	\$0	\$0	\$0

Pioneer/Engstrom Open Space Forest Management

Project ID

PA0129

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$836,676

Department

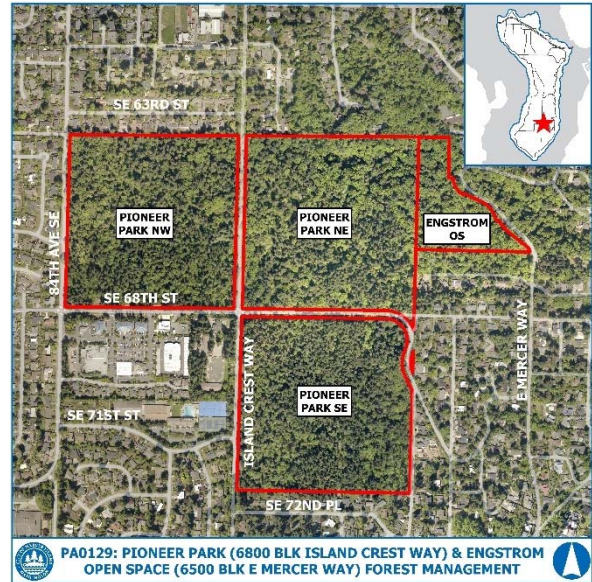
Public Works

Project Manager

Lizzy Stone

ADA Component

No



Project Description

Implement ecological restoration projects in Pioneer Park and Engstrom Open Space consistent with the 2004 Open Space Vegetation Plan and 2015 Update, the Pioneer Park Forest Management Plan, and the Pioneer Park 2008 Forest Health Survey. Restoration projects include noxious weed management, native tree and shrub installation, and arboriculture services. Projects are accomplished through a combination of professional restoration crews and tree care companies, in-house staff, and community volunteers.

Project Justification

Pioneer Park and Engstrom Open Space represent 127 acres of the City's 300 acres of natural areas, and include high value upland coniferous forest and critical areas such as wetlands, watercourses, and steep-sloped ravines. The properties are managed under the guidance of the City's Open Space Conservancy Trust Board. Pioneer Park and Engstrom OS serve as critical environmental infrastructure that controls erosion, buffers stormwater, and abates pollution. They also provide mental and physical health benefits, recreational opportunities, and wildlife habitat.

Invasive and noxious weeds threaten the health of these lands by suppressing natural forest regeneration and outcompete native plant communities. Trees are also dying from root diseases and require ongoing monitoring and management. Deferred maintenance and management of Pioneer Park and Engstrom OS will lead to degraded habitat and forest canopy conditions leading to a decline in ecosystem functions as well as a loss on existing City investments in forest health and management.

Expenditures	2023	2024	2025	2026	2027	2028
PA0129	\$416,824	\$419,852	\$422,911	\$426,000	\$429,120	\$432,271

Roanoke Park Playground Replacement

Project ID

PA0130

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$491,000

Department

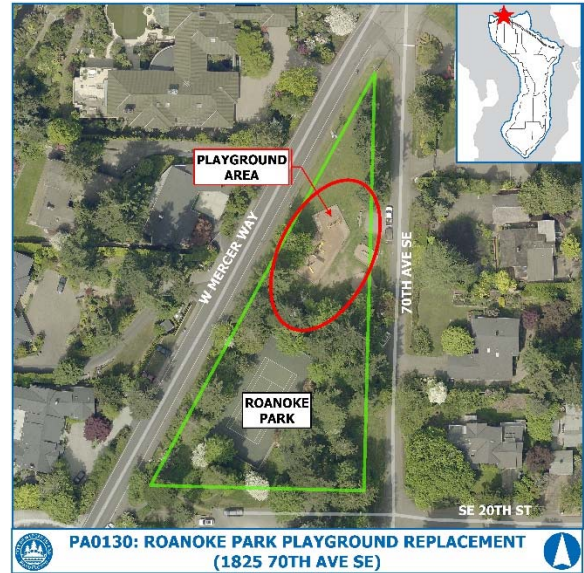
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Replace playground equipment and provide ADA access from identified parking area. Install new fencing along North Mercer Way. Project will coordinate with nearby playground replacements to diversify play opportunities.

Project Justification

Playground equipment was installed in 2004 and is nearing the end of expected useful life (playgrounds have typical lifespan of 15-20 years). A renovation project is required to meet ADA standards.

Expenditures	2023	2024	2025	2026	2027	2028
PA0130	\$60,000	\$431,000	\$0	\$0	\$0	\$0

South Mercer Playfields Synthetic Turf and Field Lighting

Project ID

PA0131

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$245,000

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

This project includes design and installation of two major upgrades to Fields #1 and #2 at South Mercer Playfields: new light poles and fixtures that use the latest energy-efficient technology to reduce light spillover and glare, and the conversion of outfield grass to synthetic turf.

Project Justification

The City and MI School District are completing a field and light upgrade project at SMP in 2022. This project will expand on that work, and bring the two remaining ballfields into alignment with the rest of the facility. The addition of lights and conversion to synthetic turf on Fields #1 and #2 will expand use and playability at this facility.

Expenditures	2023	2024	2025	2026	2027	2028
PA0131	\$0	\$245,000	\$3,010,000	\$0	\$0	\$0

Upper Luther Burbank Ravine Trail Phase 2

Project ID

PA0132

Program Plan

CFP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

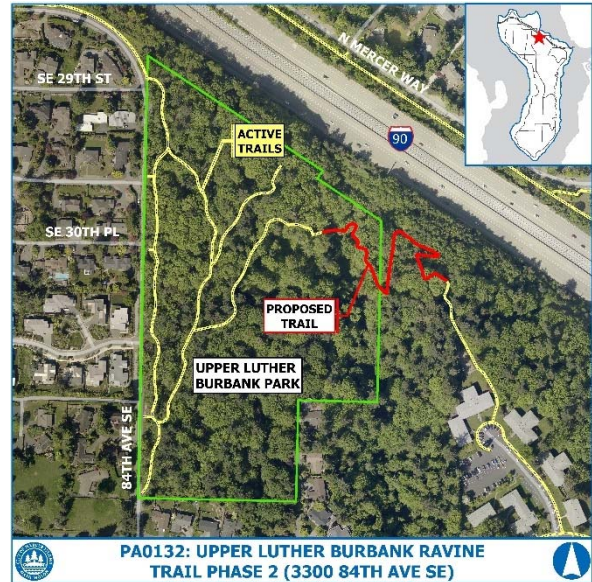
Public Works

Project Manager

Sarah Bluvas

ADA Component

No



Project Description

Continue the ravine trail from the stream in Luther Burbank Park to Shorewood.

Project Justification

This new trail will provide a pedestrian walk route from Shorewood to Town Center.

Expenditures	2023	2024	2025	2026	2027	2028
PA0132	\$0	\$0	\$113,000	\$263,610	\$0	\$0

MICEC Technology and Equipment Replacement

Project ID

PA0133

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$116,000

Department

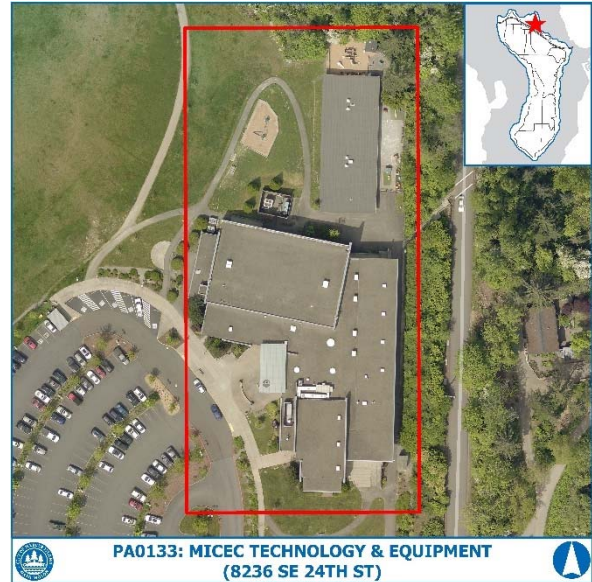
Public Works

Project Manager

Chris Delaune

ADA Component

No



Project Description

Continued management of the Community and Event Center technology and equipment replacement cycles as they reach the end of useful life. Examples include catering kitchen appliances, technological upgrades for meeting rooms, security camera hardware, window shades, and fitness room equipment.

Project Justification

Replacement cycles range from 2 to 30 years based on average useful life of equipment. Staff utilize replacement cycles to ensure desired quality and safety standards are met at MICEC when offering services to the public. In 2021-2022, few purchases were made due to the Covid pandemic and closure of the facility.

Expenditures	2023	2024	2025	2026	2027	2028
PA0133	\$58,000	\$58,000	\$58,000	\$58,000	\$58,000	\$58,000

Luther Burbank Park South Shoreline Restoration

Project ID

PA0136

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$575,000

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

This project covers approximately 900 linear feet of shoreline from the waterfront plaza to the swim beach. Restoration work includes anchoring large woody debris, adding rock spawning gravel, invasive plant control, plantings including brush layering, and temporary irrigation (which will be repurposed to irrigate the swim beach with lake water). The project also includes relocating the shoreline trail away from the eroding shoreline and constructing it with accessible grades and surfacing.

Project Justification

The shoreline at Luther Burbank Park has been slowly eroding for the past 110 years as a result of the lowering of Lake Washington. Changes in boat traffic over the past 50 years have accelerated this process. Previous phases of shoreline restoration have been completed on the north section (waterfront plaza through the off-leash area) and at Calkins Point. The shoreline has eroded to an extent that it is undermining the existing shoreline trail and has caused the trail to collapse in more than one location. Erosion is so extensive that it is no longer feasible to construct temporary reroutes around eroded sections.

This project requires permits for construction and construction engineering support. Portions of the project will be constructed with in-house seasonal labor and/or with contracted conservation corps crews. In the 2021-2022 budget, City Council appropriated \$707,000 this project. The project budget above reflects the estimated balance necessary to complete this project. This project is supported by four local grants that have been secured and are funding a portion of the current work.

Expenditures	2023	2024	2025	2026	2027	2028
PA0136	\$575,000	\$0	\$0	\$0	\$0	\$0

Luther Burbank Swim Beach Renovation Design

Project ID

PA0138

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

Planning and construction for a reduced scope for Phase IV Shoreline Restoration (Swim Beach) in 2026. Scope includes ADA access to water, kayak launch, shoreline stabilization, beach sand and in-water gravels, lake water irrigation, and minor retaining wall work. Restroom and lifeguard station remain with minor renovation.

Project Justification

Luther Burbank Swim Beach is the most popular beach on Mercer Island. It is heavily used in summer and is often at or over capacity. More accessible facilities would accommodate a wider range of users and comply with accessibility laws. Design for Phase IV of the shoreline (swim beach) is needed to address significant erosion, expand capacity and improve access. Early design makes the project more competitive for grants for construction.

Expenditures	2023	2024	2025	2026	2027	2028
PA0138	\$0	\$0	\$55,000	\$113,000	\$1,015,000	\$0

Aubrey Davis Mountains to Sound Trail Pavement Renovation

Project ID

PA0140

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$101,000

Department

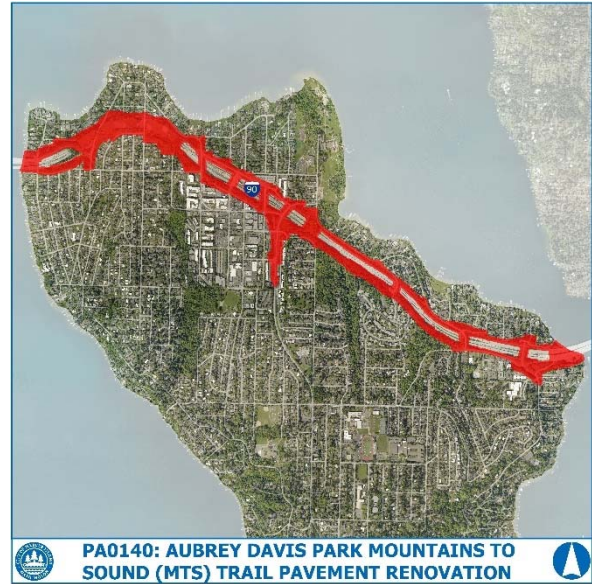
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Repave sections of the Aubrey Davis Mountains to Sound Trail that are deteriorated or damaged. Work will focus on most critical areas first.

Project Justification

This is a high-use regional bike/pedestrian trail that has sections with deteriorated pavement, cracks, and root heaving. Cost-sharing with WSDOT is anticipated. This is likely to be a recurring project.

Expenditures	2023	2024	2025	2026	2027	2028
PA0140	\$101,000	\$0	\$0	\$0	\$0	\$0

Aubrey Davis Mountains to Sound Trail Connection at Shorewood

Project ID

PA0141

Program Plan

CFP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

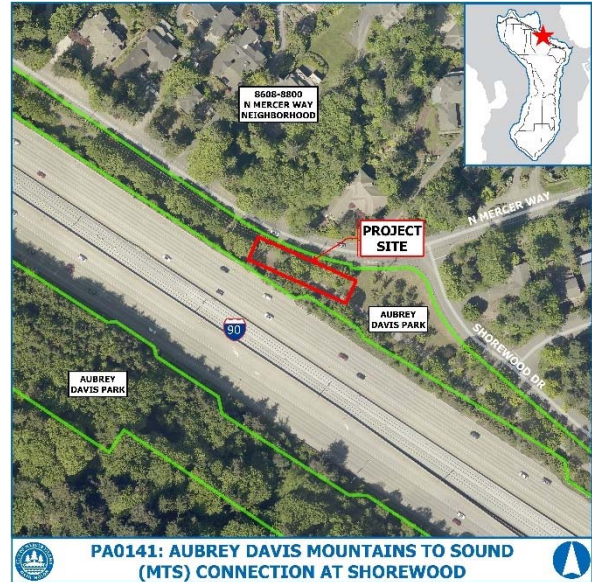
Public Works

Project Manager

Sarah Blugas

ADA Component

Yes



Project Description

Construct a new spur trail to allow cyclists to enter/leave North Mercer Way and avoid the hill to the Shorewood neighborhood.

Project Justification

The existing route between the Mountains to Sound trail and North Mercer Way is narrow. This project will allow cyclists access without taking the long hill up toward Shorewood and will separate cyclists from pedestrians. There may be cost efficiencies of completing this project during the North Mercer Interceptor project. New route would meet the goals set forth in the ADA Transition Plan.

Expenditures	2023	2024	2025	2026	2027	2028
PA0141	\$0	\$0	\$82,000	\$0	\$0	\$0

Aubrey Davis Park Tennis Court Resurfacing/Shared-Use Pickleball

Project ID

PA0142

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

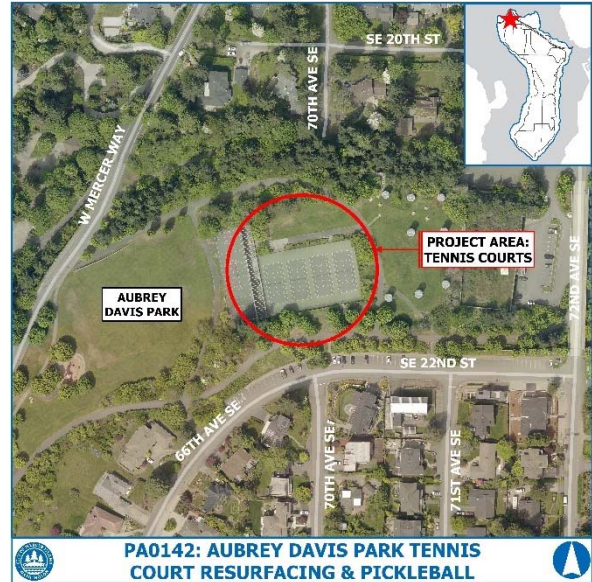
Public Works

Project Manager

Sarah Bluvás

ADA Component

No



Project Description

Resurface existing tennis courts, complete crack sealing, and convert to a shared-use facility that offers both tennis and pickleball.

Project Justification

The court surface is wavy and has extensive cracking, affecting recreational play. The 2022 PROS Plan identified conversion of tennis courts into shared-use pickleball courts as a community priority.

Expenditures	2023	2024	2025	2026	2027	2028
PA0142	\$0	\$0	\$121,000	\$0	\$0	\$0

Luther Burbank Park Tennis Court Renovation/Shared-Use Pickleball

Project ID

PA0143

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$545,000

Department

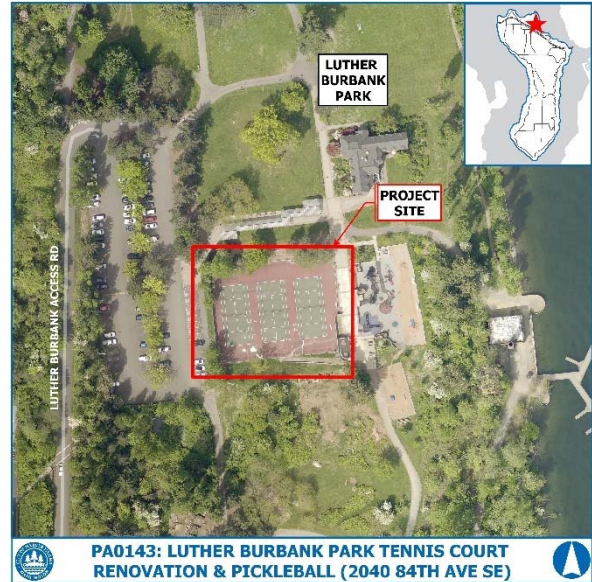
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Reconstruct the asphalt base of the Luther Burbank tennis courts and install new netting and striping to provide playable courts for tennis and pickleball as identified in the 2022 PROS Plan and demand analysis.

Project Justification

Luther Burbank tennis courts were constructed in 1972. The courts were constructed below grade on top of a dense silt/clay subgrade. The subgrade has settled over the last 50 years. The court surface is wavy, affecting recreational play. Tree root intrusions created extensive cracking that has been patched temporarily. The 2022 PROS Plan identified these courts as a preferred location for shared-use pickleball court design. The project will meet goals set forth in the ADA transition plan.

Expenditures	2023	2024	2025	2026	2027	2028
PA0143	\$107,000	\$438,000	\$0	\$0	\$0	\$0

Luther Burbank Park Parking Lot Lighting

Project ID

PA0144

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$133,000

Department

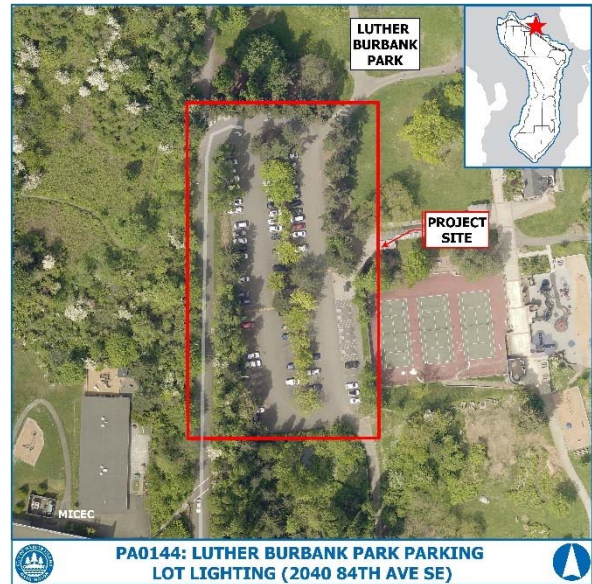
Public Works

Project Manager

Paul West

ADA Component

No



Project Description

Add new light poles for the parking spaces most accessible to the offices at the Luther Administration Building. Simultaneously retrofit existing lights with LEDs.

Project Justification

The parking lot at Luther Burbank Park has no lighting. The covered walkway to the Admin building is lit. Youth and Family Services and Parks staff has office and meetings hours after dark in the winter. Adding lighting to the parking spaces next to the covered walkway would help clients and community members get to the Administrative building. This project was anticipated in 2008 and some of the conduit is already in place.

Expenditures	2023	2024	2025	2026	2027	2028
PA0144	\$133,000	\$0	\$0	\$0	\$0	\$0

Deane's Children's Park Playground Replacement Design

Project ID

PA0145

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$226,000

Department

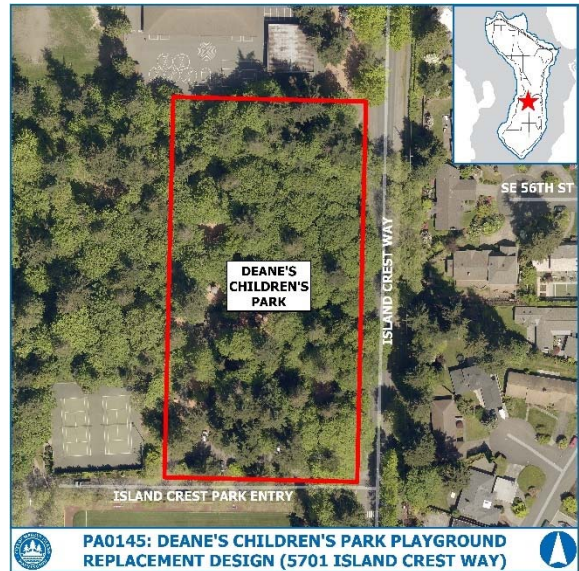
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Replace castle, swings, and climbing rock playground equipment and provide ADA access from identified parking.

Project Justification

Project equipment was installed in 2005 and normal lifespan is 15-20 years. A renovation project is required to meet ADA standards. This project would coordinate with other system-wide playground replacements to diversify play opportunities.

Expenditures	2023	2024	2025	2026	2027	2028
PA0145	\$226,000	\$0	\$0	\$0	\$0	\$0

South Point Landing General Park Improvements

Parks, Recreation, and Open Space

Project ID

PA0146

Program Plan

CFP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

Street-end improvement project that improves an existing street-end park that is mainly paved and has no formal access to the lake. The project includes new park benches, and improved trail to include stairs, and a new park sign/wayfinding. Native plantings will supplement existing vegetation.

Project Justification

This project provides public shoreline access at the south end of Mercer Island. Shoreline access is limited at the south end of the island. This project was identified in the PROS Plan as one of several projects to expand south end recreational opportunities.

Expenditures	2023	2024	2025	2026	2027	2028
PA0146	\$0	\$0	\$159,180	\$0	\$0	\$0

Roanoke Park General Park & ADA Improvements

Project ID

PA0147

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

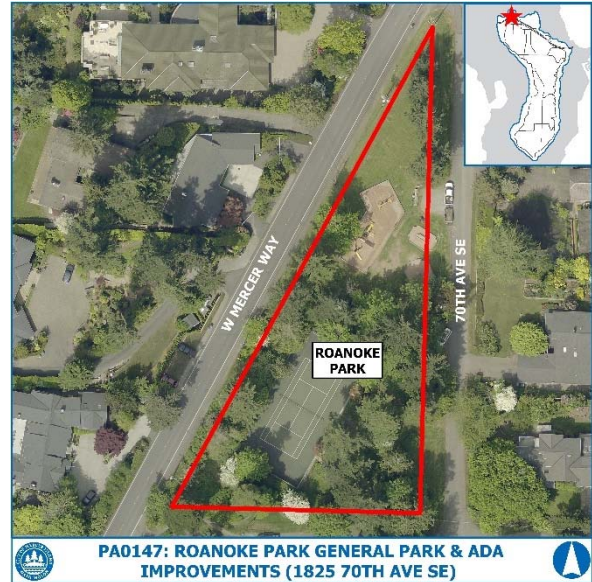
Public Works

Project Manager

Sarah Blugas

ADA Component

Yes



Project Description

Install a park sign and new bike rack. Install new benches and stairs leading to the tennis court. Address landscaping on the east side of the tennis court and resurface the existing court. Consideration for resurfacing to include the potential for pickleball. Improve paths for ADA access.

Project Justification

Park furniture and existing tennis court is near the end of expected useful life. Park benches are deteriorating. The tennis court has significant cracking and is in need of resurfacing. Park trails and paths to be upgraded to meet ADA standards.

Expenditures	2023	2024	2025	2026	2027	2028
PA0147	\$0	\$0	\$0	\$0	\$30,000	\$93,000

Aubrey Davis Park Intersection and Crossing Improvements

Project ID

PA0148

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$163,000

Department

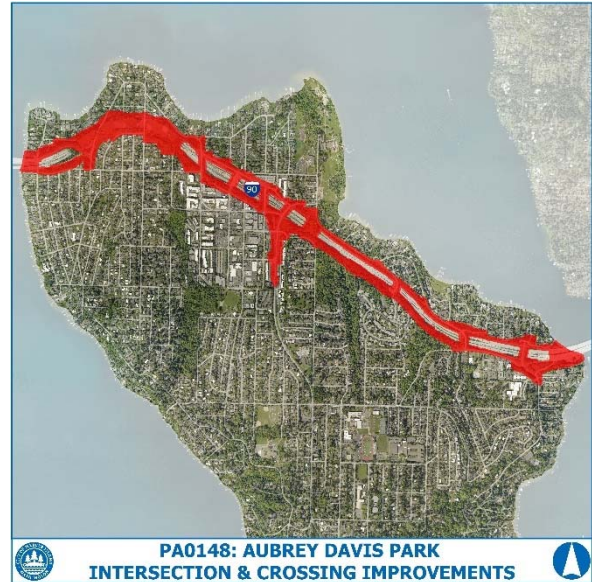
Public Works

Project Manager

Lia Klein

ADA Component

Yes



Project Description

Remove bollards at trail/roadway intersections and replace with appropriate alternative treatment such as signage, pavement markings, or concrete islands. Add additional crosswalk improvements at major trail crossing intersections. Improves safety and meets current standards across entirety of Aubrey Davis Park. Approximately 15 intersections need to be addressed and are identified in the Aubdrey Davis Park Master Plan Bollard Study. The project will address at least one intersection every year.

Project Justification

Safety upgrades to intersections of trails and public roads will enhance pedestrian connectivity to the park. Bollard removal will ensure bollards are only used where there is a demonstrated need to address motor vehicle intrusion and follow WSDOT guidelines. This project is consistent with the Aubrey Davis Park Master Plan and the PROS Plan. All modifications would meet the goals set forth in the ADA Transition Plan.

Expenditures	2023	2024	2025	2026	2027	2028
PA0148	\$80,000	\$83,000	\$86,000	\$89,000	\$92,000	\$95,000

Spray Park Site Analysis

Project ID

PA0150

Program Plan

CFP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

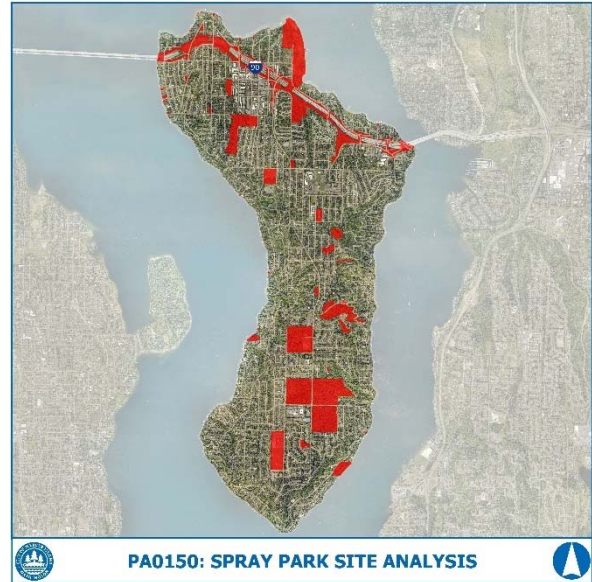
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



PA0150: SPRAY PARK SITE ANALYSIS



Project Description

Conduct a feasibility study, site possible locations, and produce high-level designs for building a spray park/splash pad on Mercer Island.

Project Justification

A spray park/splash pad facility would add a unique amenity to the parks system. Splash pads provide a water-based summer recreation opportunity that is safe and accessible to preschool and youth age groups. The desire for a spray park facility was identified during the planning process for the 2022 PROS Plan, through public engagement with the Parks and Recreation Division, and is supported by the City Council.

Expenditures	2023	2024	2025	2026	2027	2028
PA0150	\$0	\$0	\$50,000	\$0	\$0	\$0

Groveland Beach Dock Replacement & Shoreline Improvements

Project ID

PA0151

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

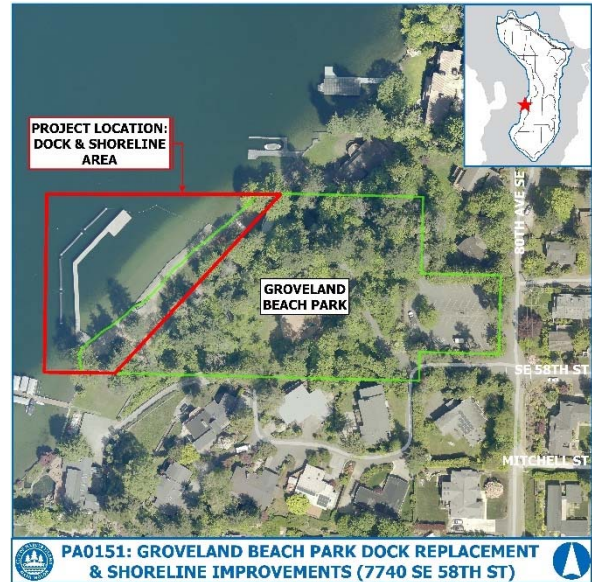
Public Works

Project Manager

Sarah Bluvás

ADA Component

Yes



Project Description

Construction improvements following the completion of the Master Plan and comprehensive planning process. Improvements may include replacing the existing concrete bulkhead with a larger bulkhead at a higher elevation and creating a zero-entry beach. Replacement of the existing pier with in-kind, or an alternative substitute could be considered, such as a large swim float.

Project Justification

The existing bulkhead is undermined and difficult to sufficiently secure. Further repairs to the existing pier structure are no longer feasible.

Expenditures	2023	2024	2025	2026	2027	2028
PA0151	\$0	\$0	\$0	\$0	\$4,180,000	\$0

Aubrey Davis MTS Trail Lighting from ICW to Shorewood

Project ID

PA0152

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Illuminate the trail section along the north side of the tall retaining wall from Shorewood to Town Center.

Project Justification

This trail is dark in the winter because of heavy shade from the wall and adjacent trees. Improving lighting is important to improve the pedestrian route from Shorewood to the Town Center.

Expenditures	2023	2024	2025	2026	2027	2028
PA0152	\$0	\$0	\$0	\$58,000	\$299,000	\$0

Mercerdale Hillside Trail Renovation

Project ID

PA0153

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

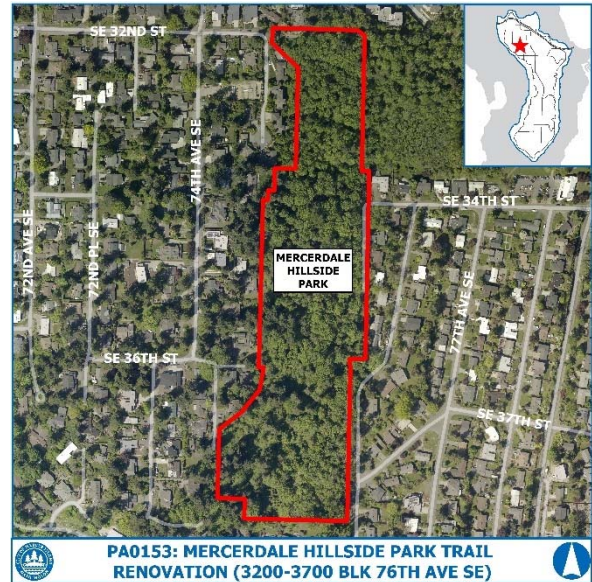
Public Works

Project Manager

Sam Harb

ADA Component

No



Project Description

Remove timber steps and replace them or reroute trails to improve walkability and reduce ongoing maintenance of trails.

Project Justification

The trails in Mercerdale Hillside were constructed with many flights of steps. Some do not function well. The wood stair structures, including the long hillside stairway, are decaying and need to be rebuilt. Longer lasting building materials should be considered for these new structures.

Expenditures	2023	2024	2025	2026	2027	2028
PA0153	\$0	\$0	\$0	\$0	\$120,000	\$615,000

Wildwood Park ADA Perimeter Path & General Park Improvements

Project ID

PA0154

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

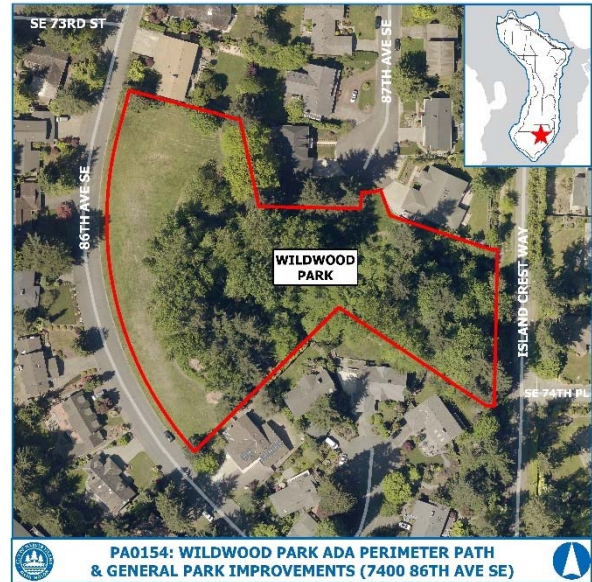
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Install park sign on Island Crest Way. Add ADA perimeter path along 86th Ave. SE and around the grass area to access park amenities. Consider the potential to extend ADA access to Island Crest Way through a trail connection.

Project Justification

Currently, Wildwood Park has limited pedestrian and passive recreational amenities. Improving access and accessibility will improve park experience and use.

Expenditures	2023	2024	2025	2026	2027	2028
PA0154	\$0	\$0	\$0	\$58,000	\$180,000	\$0

Aubrey Davis Lid B Playground Replacement and ADA Parking

Project ID

PA0155

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

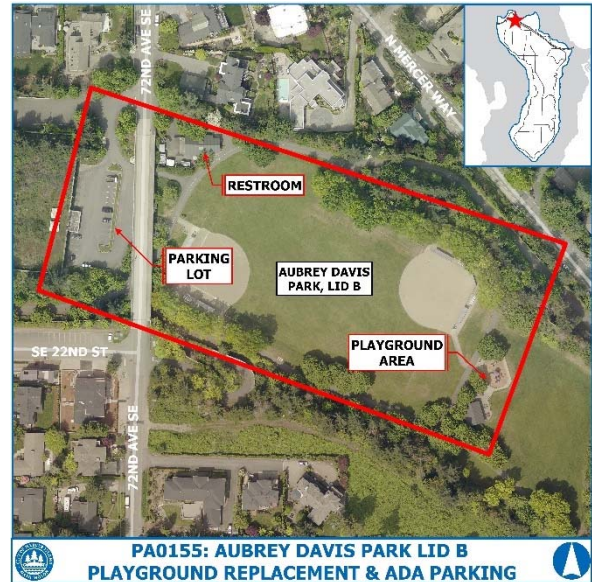
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Replace playground equipment and provide ADA access with improved playground surfacing. Implement new ADA West Mercer Way parking and new ADA path from the parking lot to the playground. Coordinate with nearby playground replacements to diversify play opportunities.

Project Justification

Playground was installed in 2007 and nearing the end of its projected useful life (playground lifespan is 15-20 years). A renovation project is required to meet ADA standards.

Expenditures	2023	2024	2025	2026	2027	2028
PA0155	\$0	\$0	\$0	\$232,000	\$836,000	\$0

Aubrey Davis Lid B Restroom and ADA Path

Project ID

PA0156

Program Plan

CFP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

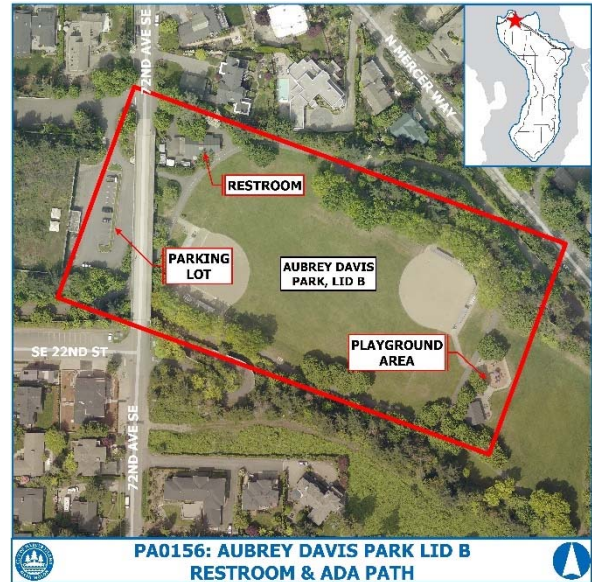
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Construct a restroom (with retaining wall) near the playground at Lid B. Project includes construction of a new ADA path from West Mercer Way to the restroom and the basketball courts per the Aubrey Davis Park Master Plan.

Project Justification

The sports field, playground and existing trail system nearby make this a high-use area with no restrooms available nearby. Construction of a restroom will ease congestion during peak season and eliminate the current use of portable toilets.

Expenditures	2023	2024	2025	2026	2027	2028
PA0156	\$0	\$0	\$0	\$232,000	\$1,195,000	\$0

Clarke and Groveland Beach Joint Master Plan FUNDED IN 2022

Project ID

PA0157

Program Plan

CFP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$200,000

Department

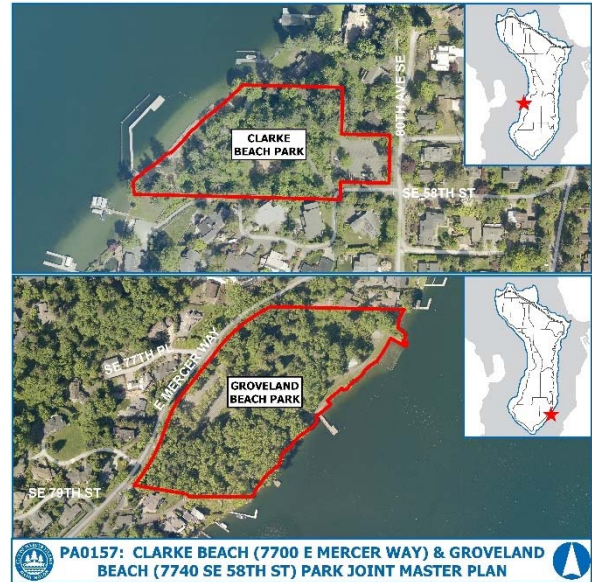
Public Works

Project Manager

Sarah Bluvas

ADA Component

Yes



Project Description

Conduct a joint master planning process for Groveland Beach Park and Clarke Beach Park to establish a long-term vision and a plan to address aging infrastructure at both parks.

Project Justification

Docks and waterfront infrastructure are aging at Groveland and Clarke Beach Parks. If docks deteriorate to unsafe conditions, it will be difficult to replace them once removed. Planning for beach sites and shoreline areas requires technical expertise and there will be efficiencies in conducting both plans jointly. On March 1, 2022, City Council appropriated \$300,000 for this project. No additional appropriation is needed.

Expenditures	2023	2024	2025	2026	2027	2028
PA0157	\$200,000	\$0	\$0	\$0	\$0	\$0

First Hill Park Playground Replacement & Court Resurfacing

Project ID

PA0158

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Sarah Bluvas

ADA Component

No



Project Description

Resurface existing basketball court and replace aging playground equipment. Playground replacement will be coordinated with nearby playgrounds to diversify play opportunities.

Project Justification

Playground equipment was installed in 2007 and nearing the end of expected lifespan. A renovation project is required to meet ADA standards.

Expenditures	2023	2024	2025	2026	2027	2028
PA0158	\$0	\$0	\$87,000	\$329,000	\$0	\$0

Luther Burbank Park Amphitheater Renovation (Design Only)

Project ID

PA0159

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

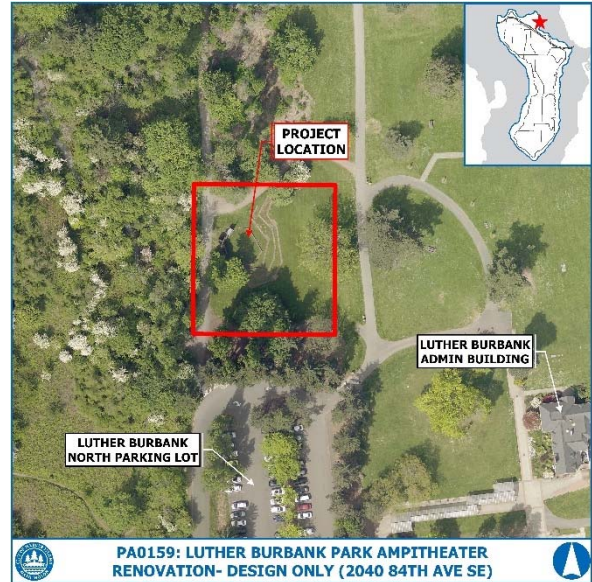
Public Works

Project Manager

Sarah Bluvás

ADA Component

Yes



Project Description

Design renovations to maintain outdoor theater needs.

Project Justification

Existing fifty-year old facility has rot and electrical problems. Design considerations should include projected future use of this facility as part of the project scope.

Expenditures	2023	2024	2025	2026	2027	2028
PA0159	\$0	\$0	\$85,000	\$0	\$0	\$0

MICEC to LBP Stair Replacement

Project ID

PA0160

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

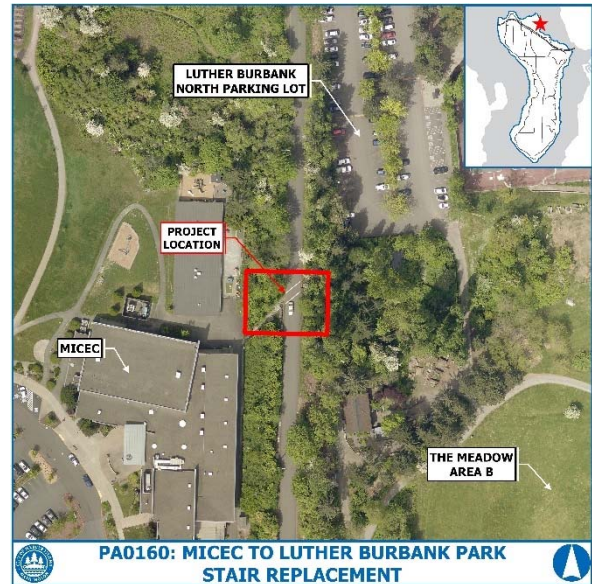
Public Works

Project Manager

Sarah Bluvus

ADA Component

No



Project Description

Replace deteriorating concrete and wood stairway between MICEC and LBP parking lot and improve pedestrian safety.

Project Justification

The pedestrian connection between MICEC and LBP is important for shared use of the two facilities. The pedestrian path between these facilities is deteriorating. This pedestrian route requires crossing the park entrance road and the North Luther Burbank Parking Lot. Pedestrian safety improvements are needed to improve this facility.

Expenditures	2023	2024	2025	2026	2027	2028
PA0160	\$0	\$0	\$0	\$0	\$36,000	\$197,000

Secret Park Playground Replacement

Project ID

PA0161

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

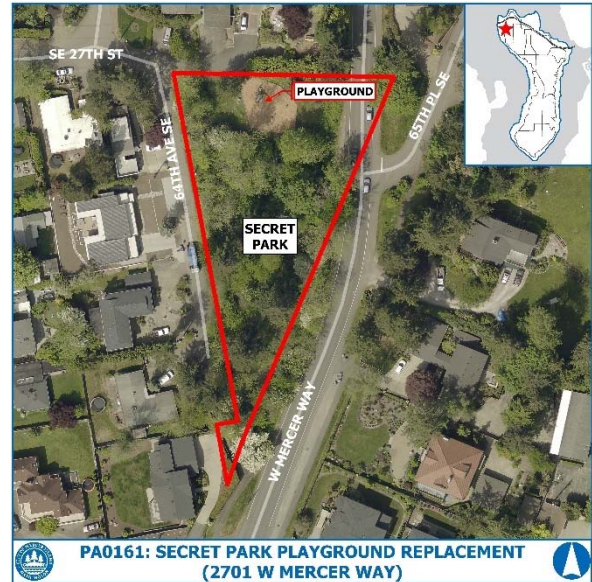
Public Works

Project Manager

Sarah Bluvus

ADA Component

No



Project Description

Replace playground equipment and provide ADA access from the nearest public right-of-way.

Project Justification

Playground equipment was installed in 2007 and the expected lifespan for playgrounds is 15-20 years. A renovation project is required to meet ADA standards. Project coordination will include evaluation of other nearby playgrounds to diversify play opportunities.

Expenditures	2023	2024	2025	2026	2027	2028
PA0161	\$0	\$0	\$0	\$0	\$87,000	\$448,000

MICEC Parking Lot Planter Bed Renovation

Project ID

PA0162

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

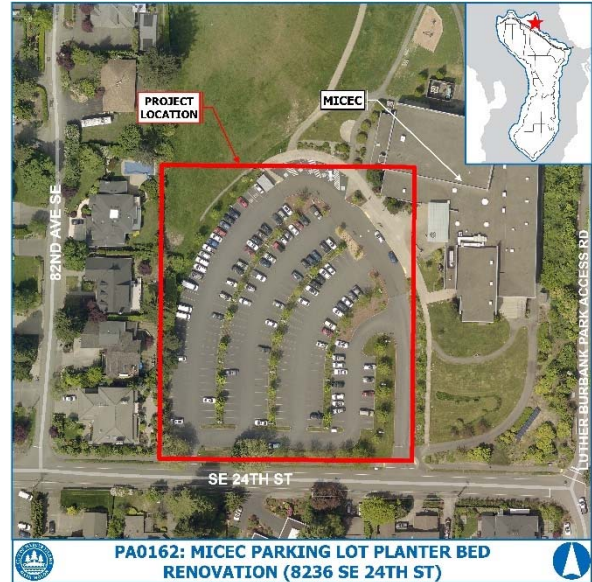
Public Works

Project Manager

Sam Harb

ADA Component

No



Project Description

Renovate and improve soils in planter beds in the MICEC parking lot.

Project Justification

Existing soils are predominantly the leftover fill from the MICEC construction. Plantings have performed poorly. Low Impact Development features should be considered/used, including techniques to address stormwater runoff at the site.

Expenditures	2023	2024	2025	2026	2027	2028
PA0162	\$0	\$0	\$0	\$0	\$239,000	\$0

General Government Equipment

MICEC Generator for Emergency Use

Project ID

PA0163

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

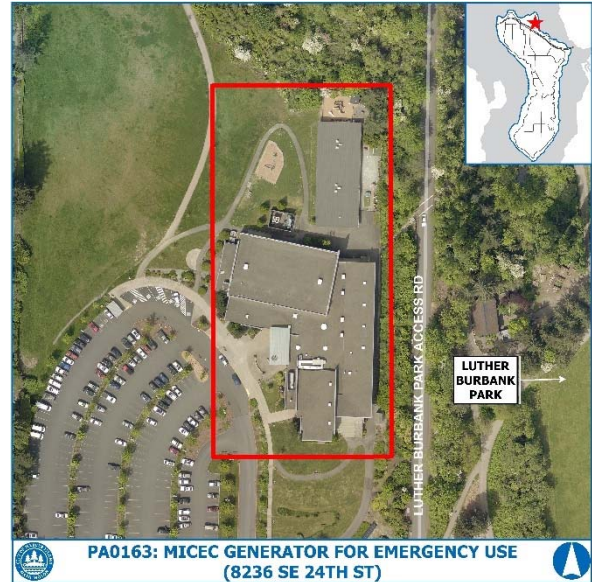
Public Works

Project Manager

Jaime Page

ADA Component

No



Project Description

Current generator only supports essential circuits during power outages. This project will expand the generator capacity to improve services during emergencies.

Project Justification

During emergencies, the MICEC provides essential services to Emergency Management Operations.

Expenditures	2023	2024	2025	2026	2027	2028
PA0163	\$0	\$0	\$0	\$0	\$478,000	\$0

Systemwide Property Acquisition - Reserve

Project ID

PA0164

Program Plan

CFP

Target Completion Date

On-going

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Jason Kintner

ADA Component

No



Project Description

Property acquisition reserve to provide resources for future acquisitions to support all types of park system needs in the future including trails, open space, active uses and more.

Project Justification

Setting aside dedicated funding will ensure the reserve grows over time and can be used to support expansion of the parks system to meet future needs.

Expenditures	2023	2024	2025	2026	2027	2028
PA0164	\$0	\$0	\$500,000	\$500,000	\$500,000	\$500,000

Bike Skills Area

Project ID

PA0165

Program Plan

CFP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$302,500

Department

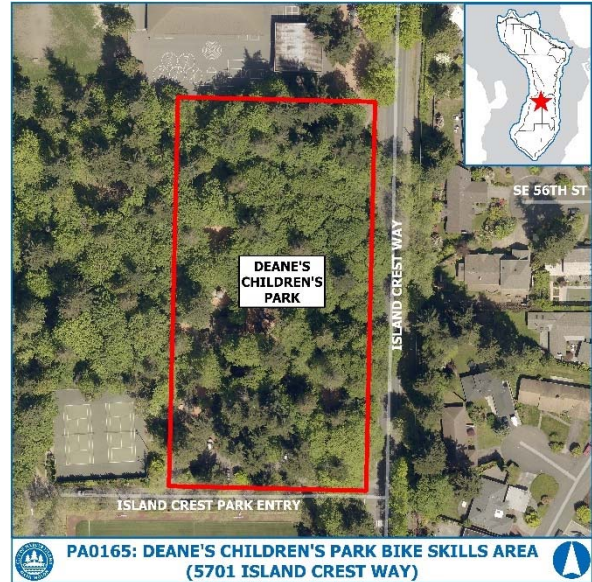
Public Works

Project Manager

Jason Kintner

ADA Component

No



Project Description

Design and construct a new Bike Skills Area in Deane's Children's Park, with multiple opportunities for public engagement including design input and course construction event(s).

Project Justification

Having amenities in parks that support more intense physical activities for older youth, teens and adults was identified as a priority in the 2022 Parks, Recreation and Open Space Plan. The Bike Skills Area is one such amenity, and will be re-located to Deane's Children's Park due to its central location, nearby restroom and parking, and more suitable space for a safe course layout. Public input is vital to the design process and the success of this new facility.

Expenditures	2023	2024	2025	2026	2027	2028
PA0165	\$302,500	\$0	\$0	\$0	\$0	\$0

Luther Burbank Park Boiler Building Phase 2

Project ID

PA0166

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Paul West

ADA Component

Yes



Project Description

Luther Burbank Park Boiler Building Phase 2 will complete the renovation of the Boiler Building for use as a waterfront activities center focused on non-motorized boating programs. The project will include an ADA accessible route from the main parking lot to the building, development of a new entrance, fire protection, interior accessibility features, storage improvements an indoor classroom and a small office space.

Project Justification

This project is consistent with the Luther Burbank Park Master Plan and the 2022 PROS Plan. It will help meet the demand for boating recreation among island residents. Polling during the PROS Plan development consistently showed that lake access and waterfront recreation were two of the highest priorities for Mercer Island residents. Youth boating camps are the highest demand programs the City offers, and the need cannot be met with the current facility. These improvements will enable classes and rentals to be offered to the general public and will allow reinstating sailing as a program activity.

Expenditures	2023	2024	2025	2026	2027	2028
PA0166	\$0	\$0	\$0	\$0	\$239,000	\$3,690,000

Residential Street Resurfacing

Project ID

SP0100

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$1,820,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This annual program repairs and resurfaces public residential streets on the Island through hot mix asphalt overlays and chip sealing. The program includes upgrades to substandard residential streets, at the rate of about one location per biennium. Minor storm drainage repairs and minor water improvements will also be constructed. Utility work will be funded from the corresponding City sewer, water, and storm water utility funds.

Project Justification

Many of the Island's residential street pavements are 25 to 35 years old. Numerous streets are in need of repair and resurfacing. A pavement condition index (PCI) is used to track the condition of streets and helps determine which segments of the 58 miles are most in need of repair. Current planning allows for a 35 year life cycle for residential hot mix asphalt pavements. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays.

Expenditures	2023	2024	2025	2026	2027	2028
SP0100	\$900,000	\$920,000	\$940,000	\$960,000	\$980,000	\$1,000,000

Arterial Preservation Program

Project ID

SP0101

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$152,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This annual program repairs isolated pavement failure areas on arterial streets to extend their service lives. Repairs include crack sealing, square cut patching, grinding, and paving of full lane areas.

Project Justification

Some of the Island's arterial streets develop areas of pavement fatigue and failure overtime. Repairing these small areas will extend the pavement's service life. Some repair areas will contain City utility castings needing adjustment and/or replacement.

Expenditures	2023	2024	2025	2026	2027	2028
SP0101	\$75,000	\$77,000	\$78,000	\$80,000	\$82,000	\$83,000

North Mercer Way Overlay (7500 block to Roanoke Way)

Project ID

SP0104

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$616,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This project will resurface North Mercer Way from the 7500 block to Roanoke Way with a hot mix asphalt overlay. Work includes pavement repairs, preleveling, paving of roadway and existing eastbound pedestrian shoulder, raising utility castings to grade, new pavement markings, and sidewalk repairs in the 7500 block. Minor storm drainage repairs and minor water system improvements will also be constructed. Utility work will be funded from the City's corresponding sewer, water, and storm water utility funds.

Project Justification

This segment of North Mercer Way is nearing the end of its pavement life and needs resurfacing. It was last resurfaced in 1994 by WSDOT and its current Pavement Condition Ratings is in the "Fair" and lower "Satisfactory" ranges. Paved shoulders have been previously constructed within this portion of North Mercer Way. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays.

Expenditures	2023	2024	2025	2026	2027	2028
SP0104	\$616,000	\$0	\$0	\$0	\$0	\$0

Gallagher Hill Road Overlay (SE 36th to SE 40th Streets)

Project ID

SP0106

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$77,000

Department

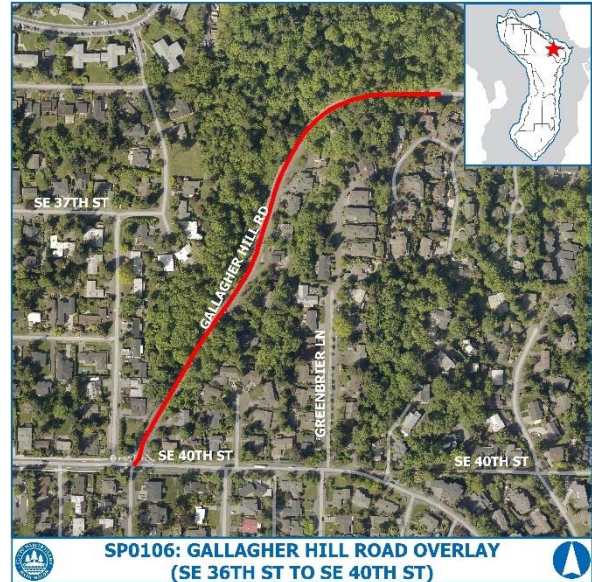
Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This project will resurface Gallagher Hill Road between SE 36th and SE 40th Streets with a hot mix asphalt overlay. Work will include pavement repairs, preleveling, paving of the roadway and paved shoulders, raising utility castings to grade, and new pavement markings. Minor storm drainage repairs and minor water improvements will be constructed as needed. Initial design and engineering work will begin in 2024, with the majority of the project scheduled in 2025. Utility work will be funded from the corresponding City sewer, water, and storm water utility funds.

Project Justification

This segment of arterial roadway is nearing the end of its pavement life. It was last repaved in the late 1980's and its current Pavement Condition Index rating is in the "Fair" range. Over the next several years, this rating is expected to slowly decline. Paved shoulders exist along both sides of the roadway. Utility castings need to be raised and/or replaced after asphalt overlays.

Expenditures	2023	2024	2025	2026	2027	2028
SP0106	\$0	\$77,000	\$510,000	\$0	\$0	\$0

SE 40th Street Overlay (88th Ave SE to Gallagher Hill Rd)

Project ID

SP0107

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$51,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This project will resurface SE 40th Street from 88th Avenue to Gallagher Hill Road with a hot mix asphalt overlay. Work includes pavement repairs, pavement grinding, hot mix asphalt paving, raising utility castings to grade, and new pavement markings. Initial design and engineering work will begin in 2024, with the majority of the project scheduled in 2025. Utility work will be funded from the corresponding City sewer, water, and storm water utility funds.

Project Justification

SE 40th Street is the primary East-West arterial on the Island and this section of its pavement is in need of resurfacing. Its current Pavement Condition Index rating is in the low "Satisfactory" range. This paving project is planned to occur after completion of watermain improvements on this same segment of SE 40th Street and in the residential neighborhood to the north. PCI rating is expected to drop significantly due to the water utility work. This roadway was last repaved in 1999. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays.

Expenditures	2023	2024	2025	2026	2027	2028
SP0107	\$0	\$51,000	\$365,000	\$0	\$0	\$0

SE 27th Street Overlay (76th Ave SE to 80th Ave SE)

Project ID

SP0110

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$668,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will resurface SE 27th Street from 76th Avenue to 80th Avenue in the Town Center with a hot mix asphalt overlay. Work will consist of pavement repairs, pavement grinding, asphalt paving, ADA ramp replacements, raising utility castings to grade, and new pavement markings. Utility work will be funded from the corresponding City sewer, water, and storm water utility funds.

Project Justification

The Town Center has experienced a surge of redevelopment in the last decade and there is an expectation for streets to be well constructed and of good quality. The main east-west route through the Town Center, SE 27th Street, is showing signs of age and wear. Last reconstructed and repaved in the mid-1990's, SE 27th Street has Pavement Condition Index ratings in the low "Satisfactory" and "Fair" ranges. Its condition is expected to decline over the next several years. This paving project is being planned to occur after completion of the Mercer Island light rail train station and its associated roadway improvements.

Expenditures	2023	2024	2025	2026	2027	2028
SP0110	\$0	\$668,000	\$0	\$0	\$0	\$0

80th Ave SE Sidewalk Improvements (SE 27th to SE 32nd Street)

Project ID

SP0111

Program Plan

CRP

Target Completion Date

Q3 2023

2023-2024 Project Budget

\$1,376,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will reconstruct curbs, sidewalks, and ADA ramps, and replace street trees along the east side of 80th Avenue from SE 27th to SE 32nd Streets. It will also replace street lighting on both sides of the street and address tree root damage along the west side of the street. Minor storm drainage repairs and minor water system improvements will also be constructed on the east side, funded by the corresponding City utilities. This project will improve mobility to and from the light rail station and is funded by Sound Transit mitigation dollars.

Project Justification

Pedestrians need safe and reliable sidewalks that meet ADA requirements, particularly in the Town Center. Sidewalks on the east side of 80th Avenue date to pre-1985. They are narrow and have significant settlement and heaving due to nearby street trees. The street lighting system along 80th Avenue does not provide sufficient lighting for sidewalks and has some equipment that dates to the 1970's. The storm drainage system needs repairs due to tree root intrusions.

Expenditures	2023	2024	2025	2026	2027	2028
SP0111	\$1,376,000	\$0	\$0	\$0	\$0	\$0

78th Ave SE Sidewalk Improvements (SE 32nd to SE 34th Street)

Project ID

SP0112

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$77,000

Department

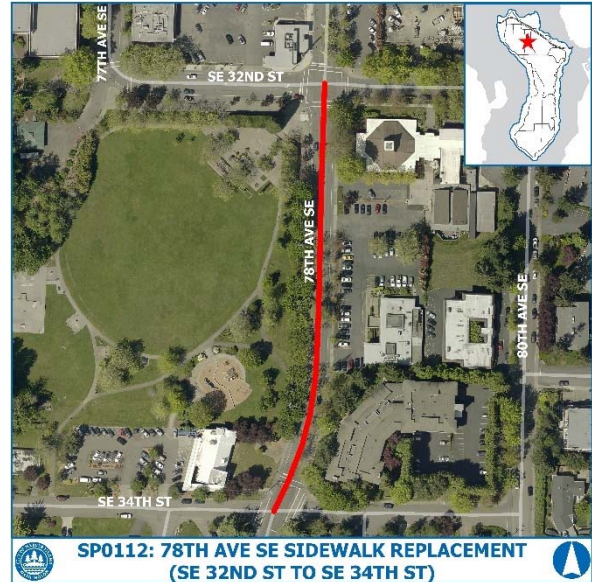
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will reconstruct curbs, sidewalks, and ADA ramps, and replace street trees along the east side of 78th Avenue from SE 32nd to SE 34th Streets. It will also replace street lighting on both sides of the street and address tree root damage along the west side of the street. Initial design and engineering work is scheduled in 2024 with most of the project scheduled in 2025. Minor storm drainage repairs and minor water system improvements will also be constructed on the east side. This project will improve mobility to and from the light rail station and is funded by Sound Transit mitigation dollars.

Project Justification

Pedestrians need safe and reliable sidewalks that meet ADA requirements, particularly in the Town Center. Sidewalks on the east side of 78th Avenue date to pre-1980. They are narrow and have significant settlement and heaving due to nearby street trees. The street lighting system along 78th Avenue does not provide sufficient lighting for sidewalks and has some equipment that dates to the 1970's. The storm drainage system needs repairs due to tree root intrusions.

Expenditures	2023	2024	2025	2026	2027	2028
SP0112	\$0	\$77,000	\$702,000	\$0	\$0	\$0

West Mercer Way Roadside Shoulders - Ph 4 (8100 WMW - 8400 EMW)

Project ID

SP0114

Program Plan

CFP

Target Completion Date

Q3 2024

2023-2024 Project Budget

\$693,820

Department

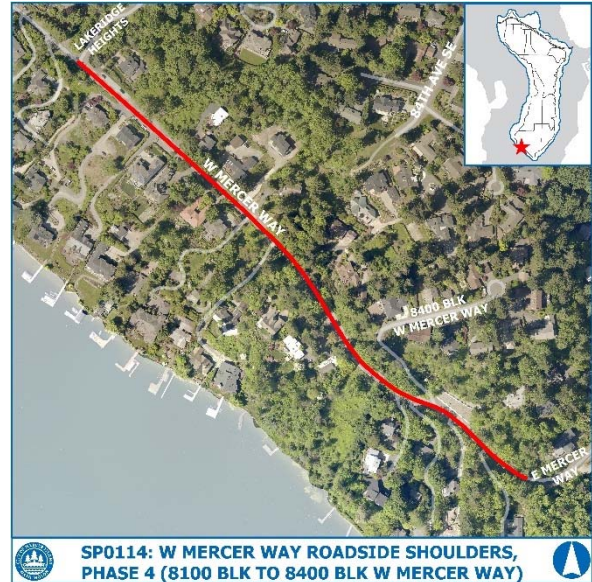
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will continue the program of paved shoulder construction along the East and West Mercer Way by building a new shoulder from 8100 block of West Mercer Way to the 8400 block of East Mercer Way. Work will include piping drainage ditches, relocating fire hydrants and water meters, grading, paving a 5-foot wide shoulder, and new pavement markings. Utility work will be funded by the corresponding City utility funds.

Project Justification

Pedestrians and bicyclists regularly use East and West Mercer Way, but lack of shoulders can make the roadway hazardous for these users. Paved roadside shoulders currently exist along East Mercer Way from I-90 to SE 79th Street. The roadside shoulder development program was implemented in 2002, and Phase 1 of EMW was built in 2004. Historically the City has built one new shoulder project per biennium. Some fire hydrants and water meters will need to be moved outside of the new shoulder.

Expenditures	2023	2024	2025	2026	2027	2028
SP0114	\$0	\$693,820	\$0	\$0	\$0	\$0

Gallagher Hill Road Sidewalk Improvements (SE 36th to SE 40th Streets)

Project ID

SP0115

Program Plan

CFP

Target Completion Date

2025

2023-2024 Project Budget

\$102,000

Department

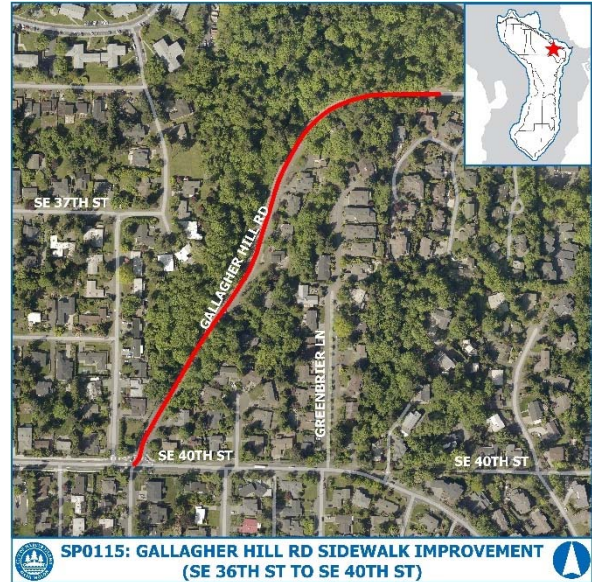
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will construct a new sidewalk along the downhill side of Gallagher Hill Road between SE 36th and SE 40th Streets in conjunction with repaving of the roadway. Work will include installing new curbs, gutters, sidewalks, and storm drainage catch basins.

Project Justification

The Pedestrian and Bicycle Facilities Plan identifies completing connectivity of facilities as a high priority and has proposed this improvement. A paved shoulder exists along this portion of Gallagher Hill, but with no physical separation for pedestrians. This is a hilly and curvy section of roadway with higher traffic speeds in the downhill direction. The need for this project was requested by the community in previous TIP processes. This project may be eligible for TIB Grant funds.

Expenditures	2023	2024	2025	2026	2027	2028
SP0115	\$0	\$102,000	\$409,330	\$0	\$0	\$0

SE 40th Street Sidewalk Improvements (Gallagher Hill to 93rd Ave)

Project ID

SP0116

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$82,000

Department

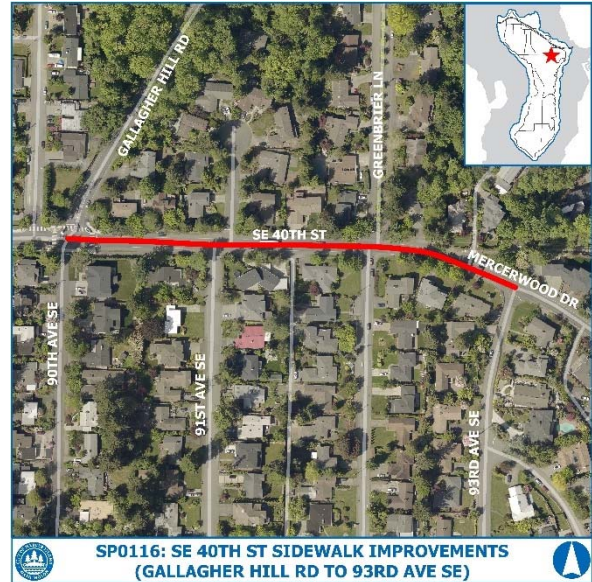
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will replace sidewalks and create bike lanes on SE 40th Street from Gallagher Hill Road to 93rd Avenue. Initial design and engineering work is scheduled in 2024 with most of the project scheduled in 2025. Work will include constructing new curbs, gutters, and sidewalks along both sides of the roadway, hot mix asphalt overlay of the roadway, minor drainage improvements, landscaping, and new pavement markings.

Project Justification

The Pedestrian and Bicycle Facilities Plan identifies completing connectivity of facilities as a high priority and has proposed this improvement. Paved paths exist along most of both sides of this segment of SE 40th Street; however they are narrow and uneven. The SE 40th Street corridor provides walking routes to Northwood Elementary, Mercer Island High School, and PEAK. This project will connect to sidewalk and bike lane improvements on SE 40th from ICW to Gallagher Hill Road that were constructed in 2018. This new project may be eligible for TIB or SRTS grant funding.

Expenditures	2023	2024	2025	2026	2027	2028
SP0116	\$0	\$82,000	\$916,000	\$0	\$0	\$0

ADA Transition Plan Implementation

Project ID

SP0118

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$404,000

Department

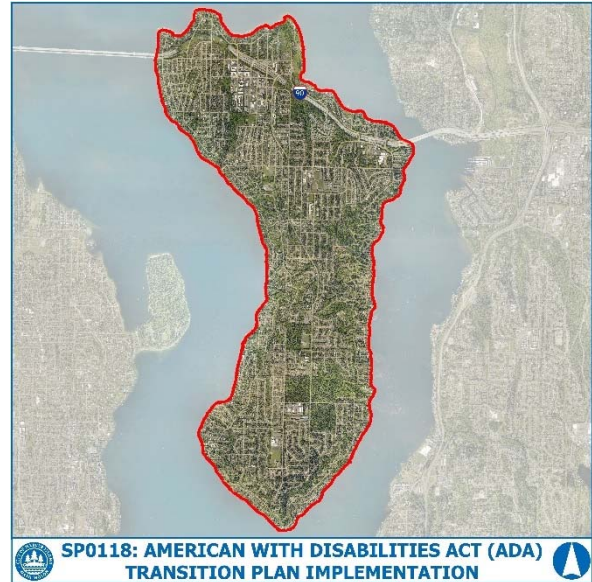
Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

Design and construction of spot improvements to pedestrian facilities citywide to meet compliance standards established by the Americans with Disabilities Act (ADA) and documented in the ADA Transition Plan. Work in 2023-2024 will be focused in the town center and funded by Sound Transit mitigation dollars.

Project Justification

All public agencies are required to follow the Americans with Disabilities Act of 1990 (ADA) which requires that new and altered facilities be designed and constructed to be accessible to and usable by persons with disabilities. In some areas the city's existing pedestrian facilities do not meet regulatory requirements of the ADA. This project is an ongoing effort to prioritize, design, and construct improvements to pedestrian facilities in compliance with the ADA.

Expenditures	2023	2024	2025	2026	2027	2028
SP0118	\$200,000	\$204,000	\$0	\$213,000	\$0	\$444,000

Minor Capital - Traffic Safety and Operations Improvements

Project ID

SP0122

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

Provide minor capital transportation improvements throughout the City to address traffic operation issues and safety concerns. Typical projects include upgrading signs to new mandated standards, channelization improvements, roadway safety and access management improvements, upgrading traffic signals for increased efficiency and safety, and new or revised street lighting.

Project Justification

This project allows staff to address small scale traffic operations improvements that are beyond the scope of the operating budget but too small for individual CIP projects.

Expenditures	2023	2024	2025	2026	2027	2028
SP0122	\$100,000	\$0	\$104,000	\$0	\$108,000	\$0

North Mercer Way - MI P&R Frontage Improvements

Project ID

SP0123

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$1,203,000

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

Modify frontage of the Mercer Island Park and Ride along North Mercer Way to improve pedestrian and bicycle circulation. The project includes removing the bus bay on the north side of NMW, widening trail to meet current standards for multi-use facility, removing bus shelters, and extending NW corner of 80th Ave SE intersection to shorten N-S crossing distance as well as provide a mixing zone for better pedestrian and bicycle separation. This project would also improve sight lines at western driveway access, relocate street lights, add landscape separation and bicycle lockers. This project is funded by Sound Transit mitigation funds.

Project Justification

When the East Link station opens in 2023 transit service to the Island will change. The current configuration along the frontage of the Park and Ride does not lend itself to positive pedestrian and bicycle circulation. Increased pedestrian and bicycle use is expected as more people walk and bike to the new station and choose alternative modes of travel to go between Bellevue and Seattle along the trail system.

Expenditures	2023	2024	2025	2026	2027	2028
SP0123	\$0	\$1,203,000	\$0	\$0	\$0	\$0

PBF Plan Implementation

Project ID

SP0125

Program Plan

CFP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

Ongoing program to identify, prioritize, design, and construct small spot improvements and gap completion projects to pedestrian and bicycle facilities citywide, as identified in the Pedestrian and Bicycle Facilities (PBF) Plan.

Project Justification

The PBF plan identifies gaps in and opportunities for investment in pedestrian and bicycle facilities citywide. In some areas of the City the existing transportation system does not provide adequate facilities for non-motorized users. Gaps in facilities should be designed and built to connect missing sections of pedestrian and bicycle facilities.

Expenditures	2023	2024	2025	2026	2027	2028
SP0125	\$100,000	\$0	\$104,000	\$0	\$108,000	\$0

West Mercer Way Resurfacing (SE 56th to EMW)

Project ID

SP0126

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

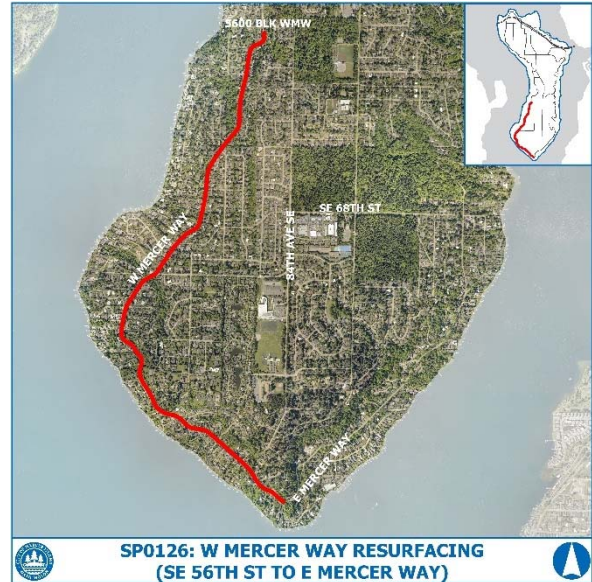
Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This project will restore the existing pavement on West Mercer Way from SE 56th to East Mercer Way with a hot mix asphalt overlay. Work will include pavement repairs, hot mix asphalt overlay, replacement of old utility castings, and new pavement markings. Minor storm drainage repairs and water service replacements will also be performed.

Project Justification

This 2.3 mile portion of West Mercer Way was last resurfaced in 1995 and its current Pavement Condition Index ratings are in the "Satisfactory" and "Fair" ranges. By 2028, the pavement is expected to have degraded to a condition that warrants an HMA overlay, renewing the life of the 33-year old pavement. Many of the sewer and water castings within the project are old and should be replaced.

Expenditures	2023	2024	2025	2026	2027	2028
SP0126	\$0	\$0	\$0	\$0	\$0	\$2,150,000

SE 36th Street Overlay (Gallagher Hill Rd to EMW)

Project ID

SP0127

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will resurface SE 36th Street with a hot mix asphalt overlay. Work will include pavement repairs, pavement grinding, asphalt paving, minor sidewalk repairs, ADA ramp replacements, raising utility castings to grade, and new pavement markings. Additionally, minor storm drainage repairs and minor water improvements will be constructed. Utility work will be funded from the corresponding City sewer, water, and storm water utility funds.

Project Justification

This roadway was reconstructed in the late 1980's by WSDOT during the I-90 freeway project and its pavement is nearing the end of its life. Staff is closely tracking the roadway's condition. Its current Pavement Condition Index ratings are in the "Fair" range and are expected to continue a slow decline in the next several years. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays.

Expenditures	2023	2024	2025	2026	2027	2028
SP0127	\$0	\$0	\$611,000	\$0	\$0	\$0

North Mercer Way Overlay (8400 Block to SE 35th Street)

Project ID

SP0128

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will resurface North Mercer Way from the 8400 block to SE 35th Street with a hot mix asphalt overlay. Work will include pavement repairs, pavement grinding, asphalt paving of the roadway and existing pedestrian shoulder, ADA ramp replacements, raising utility castings to grade, and new pavement markings. A new sidewalk will be constructed behind existing curbs from Fortuna Drive to SE 35th Street. Minor storm drainage repairs and minor water system improvements will also be constructed, funded from the corresponding City utilities.

Project Justification

This arterial roadway was last resurfaced in 1994 by WSDOT and is nearing the end of its pavement life. The upcoming King County North Mercer Interceptor Sewer project will impact this roadway with utility cuts for sewer pipes as well as extended periods of heavy truck traffic. It will need resurfacing after completion of the sewer project and is therefore planned for 2026. Current Pavement Condition Ratings are in the "Fair" and low "Satisfactory" ranges. The new sidewalk from Fortuna Drive to SE 35th Street will improve connectivity for pedestrians walking from Covenant Shores to the I-90 trail facility.

Expenditures	2023	2024	2025	2026	2027	2028
SP0128	\$0	\$0	\$0	\$800,000	\$0	\$0

SE 32nd Street Sidewalk Improvements (77th to 78th Ave. SE)

Project ID

SP0131

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$51,000

Department

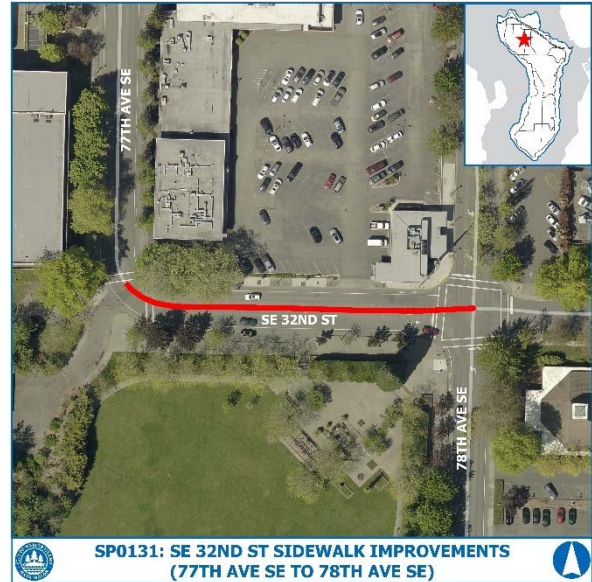
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will replace the sidewalk and street trees on the southside of SE 32nd Street with a new design that will allow space for new street trees to mature without sidewalk damage. It will also replace street lighting on both sides of the street. Minor storm drainage repairs and minor water system improvements will also be constructed. This project will improve mobility to and from the light rail station and is funded by Sound Transit mitigation dollars.

Project Justification

This wide sidewalk provides access to Mercerdale Park and is used by the Farmer’s Market. Pedestrians need safe and reliable sidewalks that meet ADA requirements, particularly in the Town Center. Sidewalks on the east side of 78th Avenue date to pre-1980. They have significant settlement and heaving due to nearby street trees. The storm drainage system needs repairs due to tree root intrusions. The street lighting system along SE 32nd Street does not provide sufficient lighting for sidewalks and has some equipment that dates to the 1970’s.

Expenditures	2023	2024	2025	2026	2027	2028
SP0131	\$0	\$51,000	\$274,000	\$0	\$0	\$0

East Mercer Way Roadside Shoulders - Ph 11 (SE 79th St. to 8400 block)

Project ID

SP0132

Program Plan

CFP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will create a new paved shoulder from SE 79th St to the 8400 block. This is the final phase of the Mercer Way Roadside Shoulder projects and will remove the last gap in pedestrian and bicycle facilities along East Mercer Way’s entire 4.8-mile length. Minor storm drainage repairs and minor water system improvements will also be constructed and funded from the corresponding City utilities.

Project Justification

Pedestrians and bicyclists regularly use East Mercer Way, but lack of shoulders can make the roadway hazardous for these users. Paved roadside shoulders currently exist along East Mercer Way from I-90 to SE 79th Street. The roadside shoulder development program was implemented in 2002, and Phase 1 of EMW was built in 2004. Historically the City has built one new shoulder project per biennium. Some fire hydrants and water meters will need to be moved outside of the new shoulder.

Expenditures	2023	2024	2025	2026	2027	2028
SP0132	\$0	\$0	\$0	\$531,000	\$0	\$0

Pedestrian & Bicycle Facilities Plan Update

Project ID

SP0133

Program Plan

CFP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

The current 2010 Pedestrian and Bicycle Facilities Plan is out of date and was a modest update to the original 1996 plan. The comprehensive update will incorporate ADA Transition Plan guidance, evaluate projects and priorities based on current standards, and provide a roadmap and foundation for future pedestrian and bicycle facility improvements. Staff will pursue grant opportunities where possible.

Project Justification

PBF Plan identifies gaps in and opportunities for investment in pedestrian and bicycle facilities citywide. In some areas of the City the existing transportation system does not provide adequate facilities for non-motorized users. Gaps in facilities should be designed and built to connect missing sections of pedestrian and bicycle facilities.

Expenditures	2023	2024	2025	2026	2027	2028
SP0133	\$0	\$0	\$0	\$186,000	\$190,000	\$0

East Mercer Way Overlay (SE 36th Street to SE 40th Street)

Project ID

SP0134

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

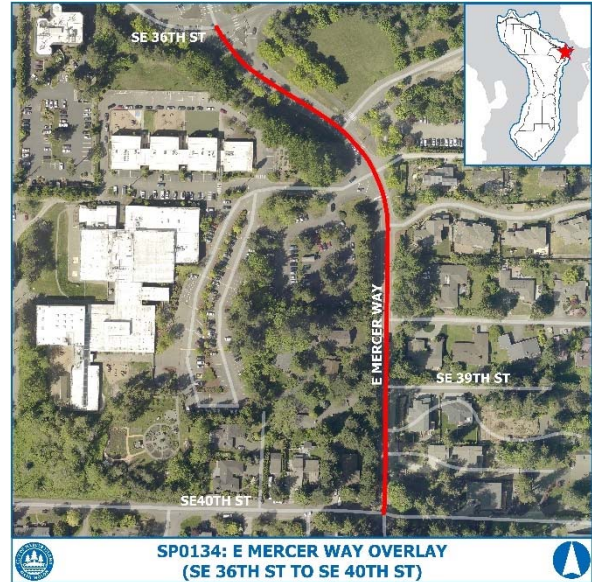
Public Works

Project Manager

Street Engineer

ADA Component

Yes



Project Description

This project will resurface East Mercer Way from SE 36th to SE 40th Streets with a hot mix asphalt overlay. Work will include pavement repairs, pavement grinding, asphalt paving of the roadway and existing pedestrian shoulder, ADA ramp replacements, raising utility castings to grade, and new pavement markings. Minor storm drainage repairs and water system improvements will be made, funded from the corresponding City utilities.

Project Justification

This arterial roadway was last resurfaced in the 1990's and is nearing the end of its pavement life. Staff will closely monitor the pavement's condition. Current Pavement Condition Rating is in the "Satisfactory" range, but will continue to drop in the coming years.

Expenditures	2023	2024	2025	2026	2027	2028
SP0134	\$0	\$0	\$0	\$0	\$425,000	\$0

Island Crest Way Corridor Improvements

Project ID

SP0135

Program Plan

CFP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$1,522,035

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

Planning and development to address a number of deficiencies along a one-mile segment of Island Crest Way, including a Illumination Study (upgrading pedestrian and roadway lighting to meet illumination standards), Shared-Use Path Pre-Design (analysis of space requirements, constraints, and alternatives), Crosswalk Improvements Project (design and construction of multiple crossings to improve/complete gaps in the network), Design Feasibility Study (planning level analysis of major roadway reconfigurations including a roundabout at SE 68th Street and right turn lane at SE 53rd Place), and Tree Condition Assessment (evaluation of all trees in the right-of-way to study health, risks, and maintaining the street tree canopy).

Project Justification

Island Crest Way is a 2-lane north/south arterial with minimal pedestrian facilities and no bicycle facilities. Within this area is Island Crest Park, Pioneer Park, and Island Park Elementary, all within walking distance to residential homes and the southend shopping center. As a result of the 2022 Island Crest Way Corridor Safety Study, several areas were identified for futher analysis or improvement. The need for additional pedestrian facilities is necessary to complete gaps in the network and promote Safe Routes to School. Corridor illumination and several roadway modifications were identified to improve visibility, safety, and operations for both vehicles and pedestrians.

Expenditures	2023	2024	2025	2026	2027	2028
SP0135	\$382,000	\$1,140,035	\$0	\$0	\$0	\$0

77th Ave SE Channelization Upgrades (SE 32nd to North Mercer Way)

Project ID

SP0136

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



Project Description

This project will modify existing channelization to provide on-street parking from SE 32nd to SE 27th Streets in the Town Center and provide sharrows in the northbound and southbound travel lanes to connect to the I-90 Mountains to Sound trail.

Project Justification

This channelization modifies the street to be in accordance with Town Center street standards described in MICC 19.11.120.

Expenditures	2023	2024	2025	2026	2027	2028
SP0136	\$0	\$0	\$0	\$53,000	\$0	\$0

Traffic Signal Safety Improvements

Project ID

SP0137

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$185,000

Department

Public Works

Project Manager

Transportation Engineer

ADA Component

Yes



SP0137: TRAFFIC SIGNAL SAFETY IMPROVEMENTS

Project Description

Install flashing yellow arrows with pedestrian protect phasing, leading pedestrian intervals, reflectorized backplates, and Accessible Pedestrian Signal push buttons at four signalized intersections: SE 27th Street and 77th Avenue SE, SE 27th Street and 78th Street, Island Crest Way and SE 40th Street, and 40th Street and 86th Avenue SE.

Project Justification

This project was identified in Mercer Island's Local Road Safety Plan due to a frequency of roadway incidents at signalized intersections on the island. The signal upgrades will improve signal visibility, vehicle safety, and pedestrian safety/visibility. The City's Americans with Disabilities Act (ADA) Transition Plan identified the push buttons at the corresponding signals as a high priority for replacement.

Expenditures	2023	2024	2025	2026	2027	2028
SP0137	\$30,000	\$155,000	\$0	\$0	\$0	\$0

Emergency Sewer System Repairs

Project ID

SU0100

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$600,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Annual program to repair or replace sewer system infrastructure and components on an emergency basis. Work includes emergency repairs to sewer collection (pipe infrastructure) and pumping systems (pump stations and sewer lakeline).

Project Justification

Due to an aging sewer system and degradation of existing infrastructure, the City has seen an increase of emergency repairs. These emergencies have resulted in costly repairs and increased risk to potential exposure and negative environmental impacts. This repair program provides funding to address failed assets during emergencies.

Expenditures	2023	2024	2025	2026	2027	2028
SU0100	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

Easement, Access, Codes, and Standards Review

Project ID

SU0103

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$300,000

Department

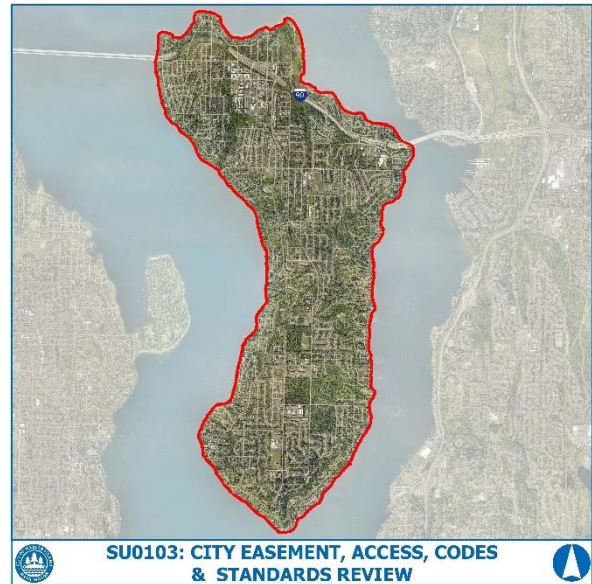
Public Works

Project Manager

TBD

ADA Component

No



Project Description

The goal of this project, in conjunction with the Pump Station Accessibility Improvements, is to improve access to all pump stations for continued ongoing maintenance and operations. Work includes reviewing and confirming easements for pump station and lake line access, including easement language and rights of use for existing docks. The project entails conducting a comprehensive review of codes and standards relating to utility access. Also, work will identify and implement additional easement language, which enables full access to this infrastructure in order to support maintenance and operation activities.

Project Justification

The City’s sewer system consists of 18 pump stations and the sewer lake line. Both are essential components for the continued reliable operation of the sewer collection system. When the pump stations and lake line were first constructed, easements were obtained from adjacent property owners. Many easements do not adequately cover the infrastructure, nor define suitable areas for City rights of entry. Some were not recorded and copies no longer available. Overtime, entry to some pump stations have become blocked making access to these sites difficult. Project PS-1 in the 2018 General Sewer Plan. The 2019 Lake Line and Pump Station Access Evaluation report supports the need for this work.

Expenditures	2023	2024	2025	2026	2027	2028
SU0103	\$150,000	\$150,000	\$0	\$0	\$0	\$0

Comprehensive Pipeline R&R Program

Project ID

SU0108

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$2,000,000

Department

Public Works

Project Manager

Allen Hunter/George Fletcher

ADA Component

No



Project Description

Ongoing program to improve the sewer collection system by reducing inflow and infiltration (I/I). Work includes rehabilitation and replacement (R&R) of sewer main pipes. In 2023-2024, this project will continue rehabilitating pipes using the cured-in-place method in the northeast part of the island, known as sewer Basin 40.

Project Justification

Many components of the sewer system are aging and have structural damage or other defects that lead to increased I/I. NAASCO CCTV inspection data is used to prioritize these pipeline projects and develop comprehensive R&R program to continually address deteriorating pipes as they reach the end of their useful life. These ongoing improvements ensure reliable and cost-effective sewer system operations. This project supports P-10 in the 2018 General Sewer Plan.

Expenditures	2023	2024	2025	2026	2027	2028
SU0108	\$1,000,000	\$1,000,000	\$550,000	\$550,000	\$550,000	\$550,000

Sewer System Generator Replacement

Project ID

SU0109

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$400,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Ongoing program to replace generators that provide emergency power at sewer pump stations. In the 2023-2024 biennium, pump station 23 and 25 generator replacements will be completed, finishing the current replacement cycle for all pump stations. This program will begin again in 2028 to fund one generator replacement per year.

Project Justification

Sewer pump stations are located close to Lake Washington (generally within 50 feet). On-site back-up power generators are a cost-effective safeguard for the sewer system that ensures the reliability of the station and prevents sewer flows from building up in the event of a power outage. Generators have a useful life of 25 - 30 years. This ongoing program replaces one generator each year. By 2024 generators will have been replaced at each pump station. The project supports project PS-2 in the 2018 General Sewer Plan.

Design will finish in 2022. Construction expected to start in 2023 but with current procurement times for obtaining a generator of this size are about 56 weeks, construction likely won't finish until 2024.

Expenditures	2023	2024	2025	2026	2027	2028
SU0109	\$200,000	\$200,000	\$0	\$0	\$0	\$50,000

SCADA System Replacement (Sewer)

Project ID

SU0113

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$2,000,000

Department

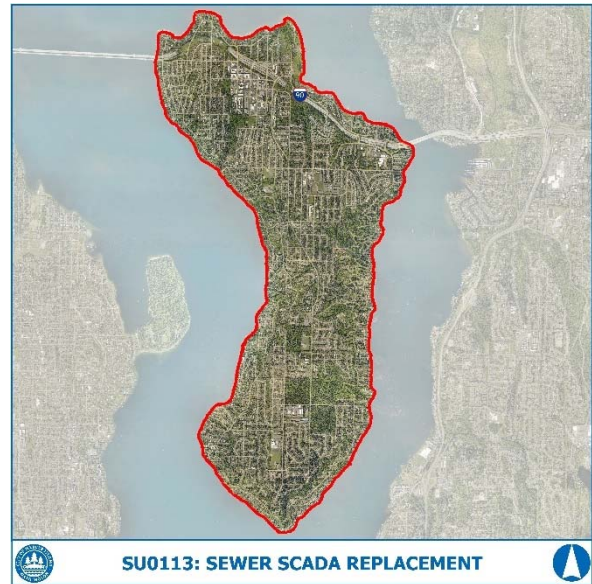
Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Replace the supervisory control and data acquisition (SCADA) system, including obsolete remote terminal units at sewer pump station sites and the human-machine interface at the Public Works building. Construction started in 2022 and additional funding is needed to complete the remaining sites.

Project Justification

The City's water distribution and sewer collection system are monitored and controlled by their SCADA systems. City staff rely on these for all control and alarm notifications. The systems for both the water and sewer utilities are over a decade old. Equipment is outdated, obsolete, and no longer available from the manufacturer. The software version currently operating the system is no longer supported. Project PS-6 of the 2018 General Sewer Plan supports this project and the comprehensive SCADA Master Plan, completed in 2017, guides replacement of this system. Construction will start at end of 2022, continue through 2023, and finish in 2024. Estimated procurement lead times are 6-8 months.

Expenditures	2023	2024	2025	2026	2027	2028
SU0113	\$1,500,000	\$500,000	\$0	\$0	\$0	\$0

Sewer System Components Replacement

Project ID

SU0114

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Annual program to replace components of the sewer system on an as-needed basis. These include pipes, manholes, manhole ladders, pump station access hatches and ladders, valves, pump/motor assemblies, associated VFDs, lifts, grates, ventilation systems, wetwell rings and lids, transducers, float systems, electrical, lighting, and communication systems.

Project Justification

This annual improvement program is necessary to ensure all components of the sewer system are in reliable condition, functioning properly, and performing effectively. Replacing these components before they reach the end of their useful life ensures the sewer system remains operational and helps prevent large scale emergency repairs.

Expenditures	2023	2024	2025	2026	2027	2028
SU0114	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Sewer Pipe Replacements & Upsizing

Project ID

SU0115

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$600,000

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Replace 1,880 feet of 8-inch and 10-inch asbestos cement (AC) and concrete sewer mains while upsizing to 12-inch and 16-inch pipes. Site locations are: 1) West Mercer Way in front of the West Mercer Elementary School; 2) through the east part of Mercerdale Park, on SE 34th St, and down 77th Ave SE; and 3) in front of Mercerdale Park on SE 32nd St, between 77th Ave SE and 78th Ave SE. The design was funded by ARPA.

Project Justification

These three segments of pipe were installed in the 1950s and 1960s and are shown to have capacity issues during storm events. Replacing the current pipe infrastructure not only ensures the reliability of the sewer collection system but is necessary to prevent wastewater overflows. Projects P-1, P-3, and P-4 of the 2018 General Sewer Plan support this improvement.

Expenditures	2023	2024	2025	2026	2027	2028
SU0115	\$600,000	\$0	\$0	\$0	\$0	\$0

Comprehensive Inflow/ Infiltration Evaluation

Project ID

SU0116

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

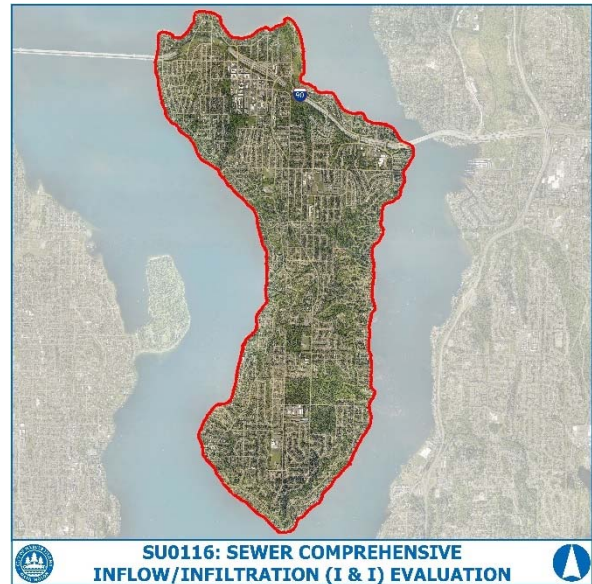
Public Works

Project Manager

TBD

ADA Component

No



Project Description

Conduct a comprehensive inflow and infiltration (I/I) investigation of all sewer basins and sub-basins to identify areas of concern and prioritize areas that require future reinvestment. This evaluation will be broken down into 3 sections and accomplished over the course of three biennia.

Project Justification

The City currently does not have a comprehensive plan to monitor flows to evaluate, identify or address problems related to high I/I. During wet weather events, pump stations may operate at capacity due to groundwater and surface water entering into the sewer pipe system. Finding and correcting I/I early can reduce maintenance and operation costs as well as rehabilitation and/or replacement costs. By identifying groundwater and surface water from the sanitary sewer system, this will help prioritize future areas to address in the Comprehensive Pipeline R&R Program. This project also supports the Comprehensive Hydraulic Model Development. Project G-3 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0116	\$0	\$0	\$0	\$100,000	\$100,000	\$100,000

Pump Station Rehabilitation & Replacement Assessment

Project ID

SU0117

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$600,000

Department

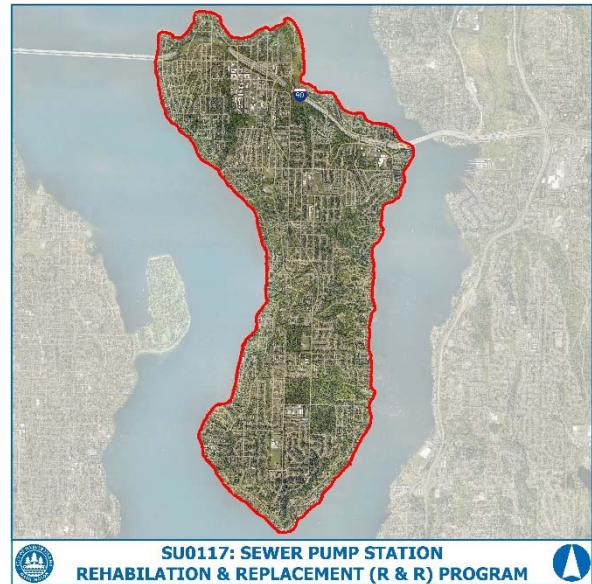
Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Continue conducting a comprehensive rehabilitation and replacement (R&R) review of the remaining ten pump stations, which includes prioritizing the pump stations based on risk and consequence of failure. Identified improvements will be included in future design and subsequent construction projects.

Project Justification

Sewer pump stations are an essential part of the sewer collection system. These stations were installed in the mid-1950's to late 1960's as part of the Sewer Lake Line system. They are aging and in need of capital repair that can no longer be deferred. Pump station walls constructed of concrete are now failing. Some stations have capacity concerns while others are experiencing multiple component failures. Deferral of pump station R&R could result in pump station failure and sewer overflow into Lake Washington. Projects PS-4 and PS-5 of the 2018 General Sewer Plan support this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0117	\$300,000	\$300,000	\$0	\$0	\$0	\$0

Pump Station Accessibility Improvements

Project ID

SU0119

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project addresses priority pump station access issues to support daily maintenance and operational needs. Priority projects include improving walking paths or stairs down to pump stations, upgrades to existing roadways to facilitate land access, and renovations to existing docks and bulkheads to facilitate access from the lake. Priority areas will be informed by the Easement, Access, Codes, and Standards Review.

Project Justification

Many of the pump stations are difficult, if not impossible to access. In an emergency crews may not be able to access the station with needed equipment and parts due to terrain and private property improvements surrounding the station. This project, in conjunction with the Easement, Access, Codes, and Standards Review (SU0124) will improve access to all pump stations for continued ongoing maintenance and operations. Project PS-1 in the 2018 General Sewer Plan recommends a systematic program to improve access. The 2019 Lake Line and Pump Station Access Evaluation report confirms access difficulty at many stations and outlines future site improvements.

Expenditures	2023	2024	2025	2026	2027	2028
SU0119	\$0	\$0	\$150,000	\$150,000	\$200,000	\$200,000

Pump Station & HGMH Flow Monitoring

Project ID

SU0120

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$0

Department

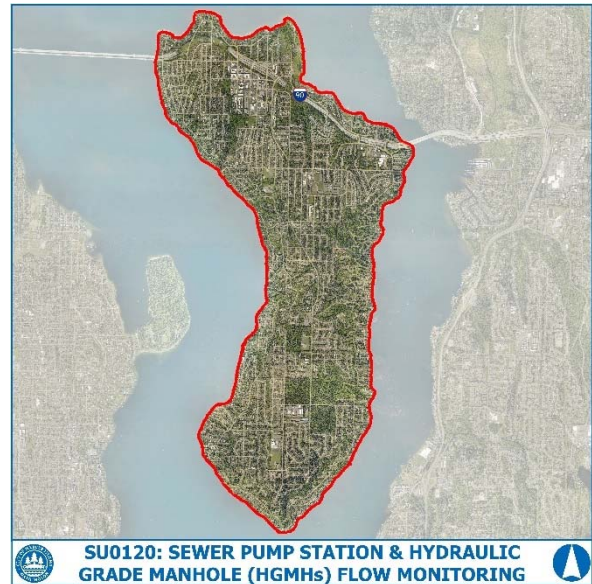
Public Works

Project Manager

TBD

ADA Component

No



Project Description

Ongoing program to install wastewater flow and level monitoring at pump stations and hydraulic grade manholes (HGMHs) to evaluate capacity of pump stations and flows during high flow events. Some HGMHs are not accessible and will require modifications or rebuilding to accommodate installation of flow monitoring devices.

Project Justification

There is currently no flow monitoring program for the sewer system. Flow and level monitoring at pump stations and hydraulic grade manholes are necessary to support SCADA reliability and to understand capacity of the lake line system. This project supports ongoing hydraulic model development since knowledge of actual system flows will help minimize system failures and also ensure the continuation of reliable sewer service. This project should commence once the SCADA system upgrades have been completed. Project PS-3 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0120	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000

Pipe Flow Monitoring

Project ID

SU0121

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Ongoing program to evaluate capacity of the collection system by conducting flow monitoring in sewer mains and manholes.

Project Justification

There is currently no flow monitoring program for the sewer collection system. Flow monitoring is necessary for evaluating the capacity of the sewer pipe system versus flows during storm events and supports SCADA reliability, minimizing system failure. Data from ongoing flow monitoring will be used to calibrate the hydraulic model, support prioritization of future capital reinvestment projects, and monitoring ongoing system operation.

This project will be coordinated with SCADA system upgrades and Pump Station & HGMH Flow Monitoring projects. Project G-1 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0121	\$0	\$0	\$280,000	\$280,000	\$280,000	\$280,000

Lake Line Locating and Marking

Project ID

SU0122

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Locate and mark the sewer lake line to document its physical location. This will assist with future condition assessment and rehabilitation and replacement (R&R) projects as well as coordinate with dock and other private construction. This project will verify the profile of the lake line and private laterals, locate special catch basins and emergency bypass locations, and confirm pump station piping configurations, resulting in a lake bathymetry map with horizontal and vertical geospatial information to reduce risk of future damage. This project will also install survey-grade markers to enable future locating of the lake line.

Project Justification

The sewer lake line system is a critical component in the sewer system to provide reliable sewer service to Mercer Island. When originally constructed, the lake line alignment was marked by installing a metal washer on the side of existing private docks. Since then, docks have been rebuilt and the washers were either removed, lost and not replaced. There are no known survey coordinates of the pipeline and continual erosion of the shoreline and the lakebed has magnified the uncertainty of its location. Results from this project will re-establish and document the lake line’s location. Project L-4 of the 2018 General Sewer Plan support this project. The 2019 Lake Line and Pump Station Access Evaluation report confirms the need for locating the lake line to support future R&R.

Expenditures	2023	2024	2025	2026	2027	2028
SU0122	\$0	\$0	\$950,000	\$1,025,000	\$925,000	\$0

Lake Line Condition Assessment

Project ID

SU0123

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Provide a high-level evaluation of the entire sewer lake line to identify the overall condition of the pipe and to test pressure. Review historical project information to determine pipe material, wall thickness, lining, coating, joint type, gasket material, and compare to actual pipe conditions. Prioritize segments that require further assessment to be investigated later in future biennia. Use results to guide future lake line rehabilitation and replacement (R&R) projects.

Project Justification

The sewer lake line system is critical to providing reliable sewer service to Mercer Island. The lake line was installed in the mid-1950's to late 1960's and portions may be nearing the end of its useful life. Access to the lake line is limited which prevents routine maintenance, inspection, or cleaning of the pipe. The condition of the pipe is unknown. Locating and marking the lake line is necessary to determine the location of the pipe and access points in order to conduct the condition assessment. Results from this condition assessment will establish priorities for future R&R. Projects L-2, L-3, and L-4 of the 2018 General Sewer Plan support this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0123	\$0	\$0	\$0	\$0	\$0	\$1,000,000

Comprehensive Hydraulic Model Development

Project ID

SU0124

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Develop the first system-wide hydraulic model, which will be used as a baseline and aid in identifying capacity issues and future reinvestment needs.

Project Justification

The City currently has no system-wide hydraulic model of the sewer system. A hydraulic model can assess sewer system capacity and impacts on the sewer system resulting from future development and land use changes. The model is used to prioritize future reinvestment in the sewer collection system, existing/future capacity needs, and aids in identifying rehabilitation methods.

The model development should include the sewer lake line system. Flow data collected as part of the pump station and the pipe flow monitoring projects will be used to calibrate and validate the model. Recalibration of the model should occur every 10 years, in conjunction with future updates to the General Sewer Plan. Project G-2 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0124	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000

General Sewer Plan Update

Project ID

SU0125

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Update the General Sewer Plan, in accordance with the requirements of WAC 173-240-050. Re-examine policies, review capital improvement projects, and identify projects to accomplish in the short, mid, and long-term CIP phases.

Project Justification

Updates to the sewer plan should occur every 10 years in order to maintain the continued reliability of the wastewater collection system. Revisions to the last plan started in 2015 and was not adopted by the City Council until 2018. The next update should begin in 2027. Project G-4 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0125	\$0	\$0	\$0	\$0	\$75,000	\$75,000

Shorecliff Ln & SE 24th Pipe Upsize

Project ID

SU0126

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

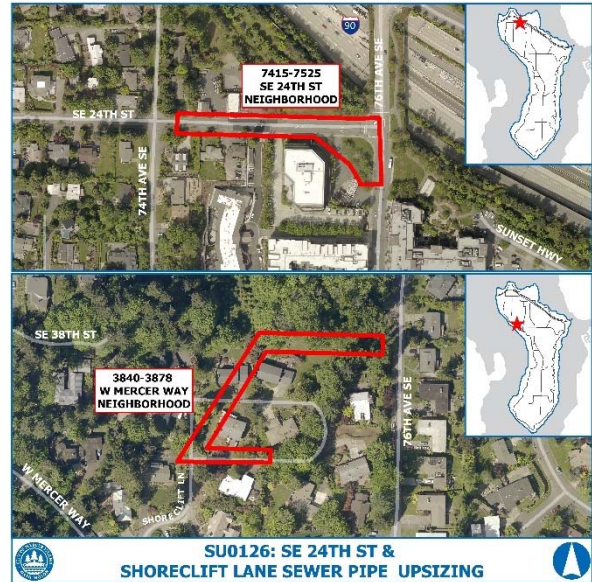
Public Works

Project Manager

TBD

ADA Component

No



Project Description

Replace and upsize 990-feet of 8-inch and 10-inch cast iron (CI) and concrete sewer mains while upsizing the pipes to 12-inches. Site locations are: 1) South of the Mercerdale Hillside Park between SE 38th St and SE 39th St; and 2) at the corner of SE 24th St and 76th Ave SE.

Project Justification

These two segments of pipe were installed in the 1950s and 1960s and are shown to have capacity issues during storm events. Replacing the current pipe infrastructure not only ensures the reliability of the sewer collection system but is necessary to prevent wastewater overflows. Project P-2 and P-6 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0126	\$0	\$0	\$60,000	\$360,000	\$0	\$0

Backyard Sewer System Improvement Program

Project ID

SU0127

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$250,000

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Ongoing program to improve the sewer collection system in backyards by installing cleanouts or manholes at the end of sewer mains where access is difficult or non-existent.

Project Justification

There are over 100 locations in the City’s sewer collection system where sewer main tees have been built with no access points. Referred to as “blind tees”, these pipe segments are unable to have routine inspections and subsequent cleanings to remove any blockages or roots. Adding cleanouts and manholes as access points will allow preventative maintenance to occur and will reduce the risk of sewer backups into homes and claims being filed against the City. This project supports P-9 in the 2018 General Sewer Plan.

Expenditures	2023	2024	2025	2026	2027	2028
SU0127	\$130,000	\$120,000	\$130,000	\$120,000	\$130,000	\$120,000

Pump Station Rehabilitation & Replacement Improvements

Project ID

SU0128

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$1,100,000

Department

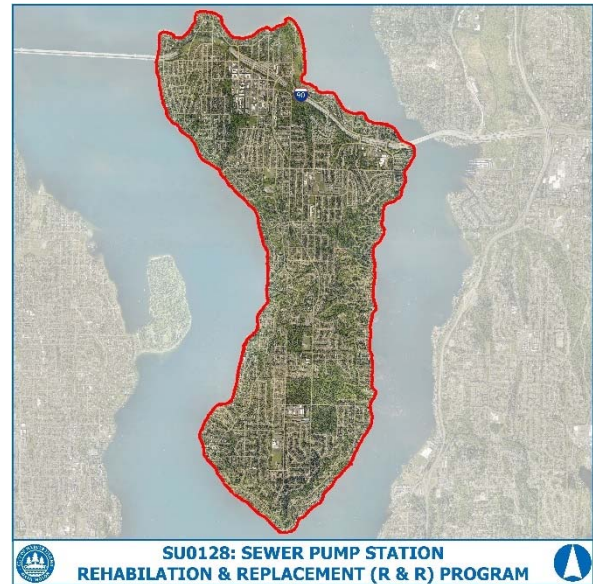
Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Ongoing program to fund rehabilitation of sewer pump stations. This project prioritizes the rehabilitation and/or replacement (R&R) of one pump station each biennium, with a focus on design and then construction. A comprehensive review of five stations was conducted in 2022. These will likely be the first stations prioritized for rehabilitation, followed by the remaining 10 sites from the Pump Station R&R Assessment.

Project Justification

Sewer pump stations are an essential part of the sewer collection system. These stations were installed in the mid-1950's to late 1960's as part of the Lake Line system and are aging and in need of capital repair that can no longer be deferred. Some stations have capacity concerns while others are experiencing multiple component failures. Deferral of pump station R&R may likely result in pump station failure and sewer overflow into Lake Washington. Project PS-4 and PS-5 of the 2018 General Sewer Plan supports this project.

Expenditures	2023	2024	2025	2026	2027	2028
SU0128	\$150,000	\$950,000	\$800,000	\$150,000	\$950,000	\$800,000

Sub basin 47.4 and Sub basin 10.4 Watercourse Stabilization

Project ID
SW0107

Program Plan
CRP

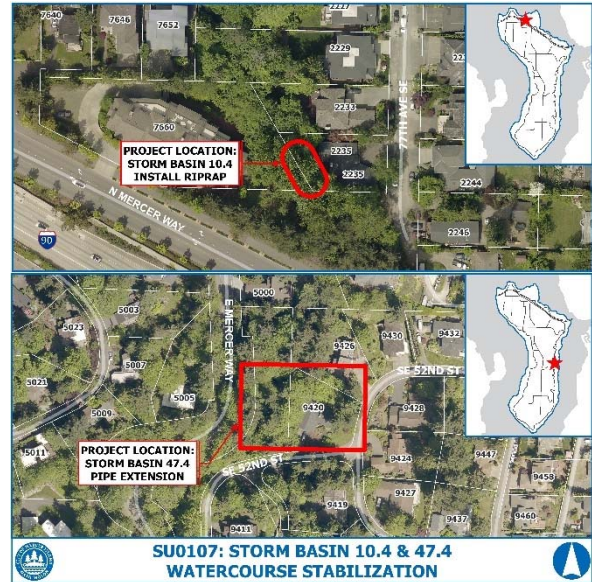
Target Completion Date
2026

2023-2024 Project Budget
\$0

Department
Public Works

Project Manager
Fred Gu

ADA Component
No



Project Description

This project combines SB 10.4 with SB 47.4 as a single project for an economy of scale and consists of 300 to 400 feet of pipe extension from East Mercer Way to SE 52nd Street (SB 10.4) and pipe outfall protection downstream of I-90 and west of 77th Avenue SE (SB 47.4). Project design is scheduled to begin in 2025, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2026.

Project Justification

The seasonal watercourse in SB 47.4 flows from East Mercer Way to SE 52nd street through 9426 SE 52nd street, creating some erosion around the residence. In SB 10.4, a 60 foot outfall pipe drains from the town center into an open channel. The rock riprap pad at the outfall has eroded and is in need of enhancement to protect the channel.

Expenditures	2023	2024	2025	2026	2027	2028
SW0107	\$0	\$0	\$58,289	\$307,150	\$0	\$0

Sub basin 24a.1 Watercourse Stabilization

Project ID

SW0109

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$79,983

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

Installation of a drop manhole and outfall protection to prevent scour and erosion of outlet. Project design to begin in 2023, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2024.

Project Justification

Flow is scouring and undercutting the storm outlet and has created a 6 foot deep by 15 foot wide scour hole. The slope above is susceptible to further erosion. A Fence running parallel to the storm pipe is currently at risk. Other risks are bank stability, increased erosion/sedimentation and habitat destruction.

Expenditures	2023	2024	2025	2026	2027	2028
SW0109	\$18,341	\$61,642	\$0	\$0	\$0	\$0

Sub basin 39a.2 Watercourse Stabilization

Project ID

SW0110

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$60,912

Department

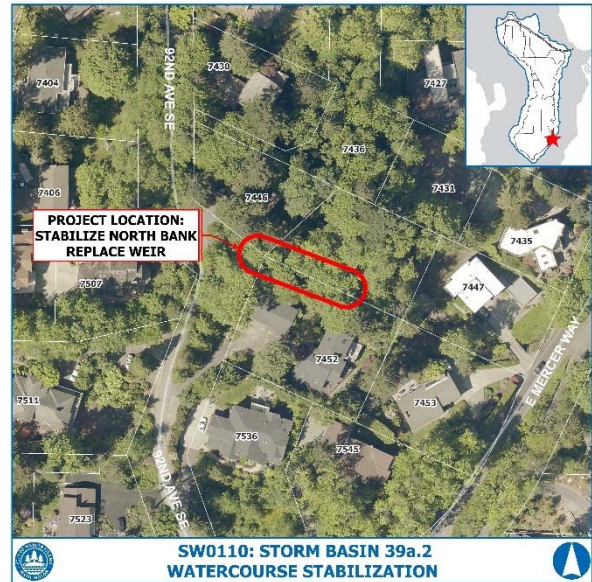
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project proposes to restore 30 feet of secondary channel and replace an unstable wood check dam with rock weir. Project design to begin in 2023, permitting with state and federal agencies to follow. Construction will occur during the summer of 2024 following receipt of permits.

Project Justification

A steep watercourse at the culvert outlet under 92nd Avenue SE has eroded a secondary 30 foot long section of channel around a tree into the north bank. This project aims to address the risks of bank stability, increased erosion/sedimentation and source and habitat destruction.

Expenditures	2023	2024	2025	2026	2027	2028
SW110	\$17,272	\$43,640	\$0	\$0	\$0	\$0

Sub basin 46a.3 Watercourse Stabilization

Project ID

SW0111

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$457,600

Department

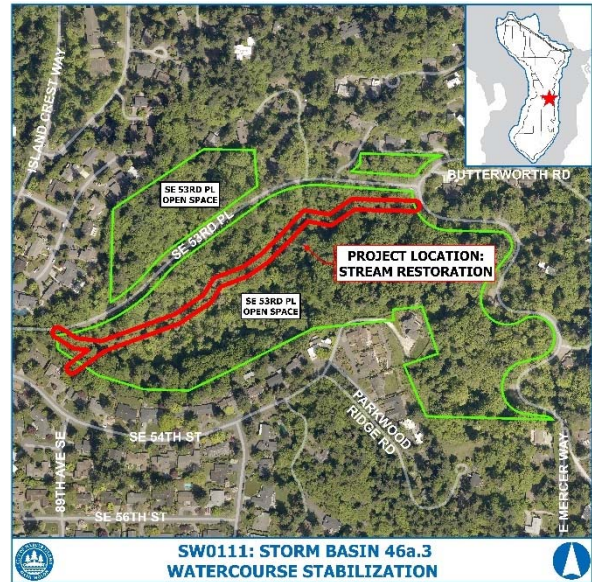
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project involves 475 feet of watercourse channel restoration. Work includes clearing and regrading of the channel bed with a streambed gravel mix, riparian planting along the banks, and installation of logs and rootwads. Project design is scheduled to begin in 2023, followed by permitting with state and federal agencies. Construction is scheduled to commence in summer 2024 following receipt of permits.

Project Justification

The watercourse extends from east of Island Crest Way down to East Mercer Way. The reach segments are highly erodible because they are landslide deposits. Sandy banks were observed three to four-feet high in certain areas. The north bank is comprised of slide material and is soft, loose and wet. These banks are most likely a source of sedimentation downstream of East Mercer Way. Addressing these conditions reduces bank and slope instability, landslide, erosion and sedimentation, improving the overall watercourse habitat.

Expenditures	2023	2024	2025	2026	2027	2028
SW0111	\$52,100	\$405,500	\$0	\$0	\$0	\$0

Sub basin 34.1 Watercourse Stabilization

Project ID

SW0112

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$26,500

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project includes 100-feet of channel stabilization and outfall protection near the 8200 block of West Mercer Way. Project design is scheduled to begin in 2024, followed by applications for state and federal agencies permits. Construction is planned for summer 2025 following receipt of permits.

Project Justification

A 4-foot headcut has developed downstream of a culvert in the watercourse downstream of West Mercer Way. The next 100-feet includes moderate lateral instability. Also, the watercourse is within 10-feet of the foundation of a private home. The channel bed is comprised of dense glacial deposits, but the banks are unconsolidated and unarmored.

Expenditures	2023	2024	2025	2026	2027	2028
SW0112	\$0	\$26,500	\$103,000	\$0	\$0	\$0

Sub basin 45b.4 Watercourse Stabilization

Project ID

SW0113

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$30,719

Department

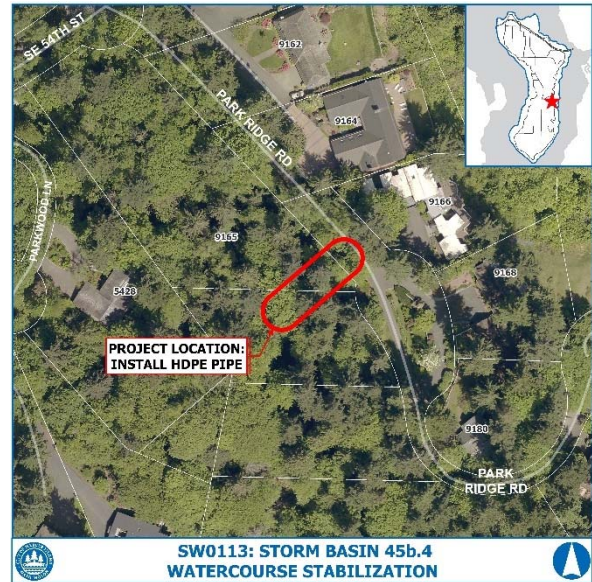
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project involves establishing a pipe outfall connection with 120 feet of High Density Poly Ethylene (HDPE) pipe to the ravine bottom to eliminate ongoing slope erosion. The project design will begin in 2024, followed by permitting with the requisite state and federal agencies. Construction will proceed in summer 2025 following receipt of permits.

Project Justification

The 12" culvert outlet under a private driveway is eroding. Erosion is also occurring downstream of the outlet.

Expenditures	2023	2024	2025	2026	2027	2028
SW0113	\$0	\$30,719	\$93,047	\$0	\$0	\$0

Sub basin 29.3 Watercourse Stabilization

Project ID

SW0114

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$49,266

Department

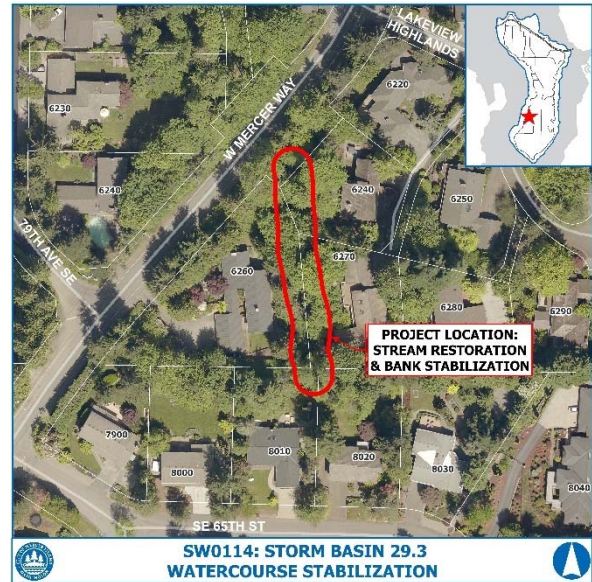
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

Stream restoration and bank stabilization with the use of stream boulders, cobbles, and logs. Project design is scheduled to begin in 2024, followed by permitting with state and federal agencies. Construction will proceed in the summer of 2025 following receipt of permits.

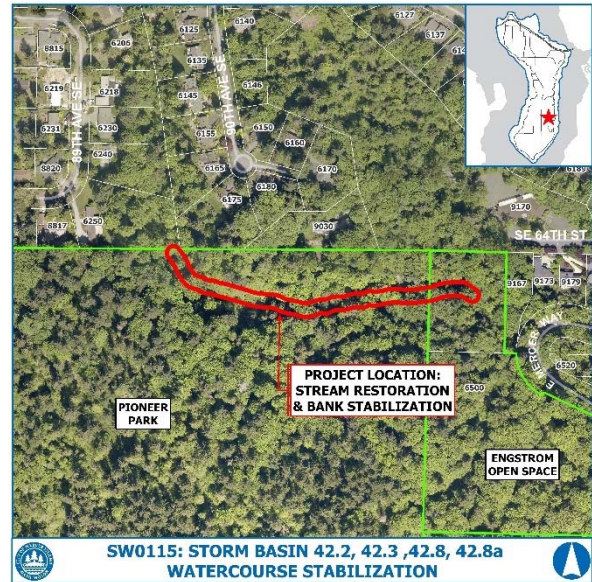
Project Justification

Approximately midway between West Mercer Way and SE 65th street, a 150-foot reach has one to two-foot drops with eroding banks, creating instability on the west bank.

Expenditures	2023	2024	2025	2026	2027	2028
SW0114	\$0	\$49,266	\$129,665	\$0	\$0	\$0

Watercourse Stabilization - Sub-Basin 42.2, 42.3, 42.8, 42.8a

Project ID
SW0115
Program Plan
CRP
Target Completion Date
2026
2023-2024 Project Budget
\$0
Department
Public Works
Project Manager
Fred Gu
ADA Component
No



Project Description

Restore and stabilize multiple tributaries and the main stormwater channel in Pioneer Park. The project design will commence in 2025, permitting with state and federal agencies to follow. Construction will proceed in summer 2026 following receipt of permits.

Project Justification

Various tributaries and channels are experiencing erosion and need bank protection and restoration. Several rock check dams also need repairs. The project will improve slope stability, reduce erosion/sedimentation, and improve habitat.

Expenditures	2023	2024	2025	2026	2027	2028
SW0115	\$0	\$0	\$97,006	\$378,523	\$0	\$0

Watercourse Stabilization - Sub-Basin 44b.3

Project ID
SW0116

Program Plan
CRP

Target Completion Date
2026

2023-2024 Project Budget
\$0

Department
Public Works

Project Manager
Fred Gu

ADA Component
No



Project Description

This project will restore 60-feet of an eroded stormwater channel. Project design is scheduled to begin in 2025, followed by permitting with state and federal agencies. Construction is scheduled to proceed in the summer of 2026 following receipt of permits.

Project Justification

The stream is actively eroding. A headcut has formed downstream of a 24-inch storm pipe. Previous quarry spill and geotextile lining to stabilize the watercourse has failed. Completion of this project reduces bank instability as well as decreases erosion/sedimentation and habitat destruction.

Expenditures	2023	2024	2025	2026	2027	2028
SW0116	\$0	\$0	\$32,452	\$76,840	\$0	\$0

Watercourse Stabilization - Sub-Basin 32b.1 and 32.2

Project ID

SW0117

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

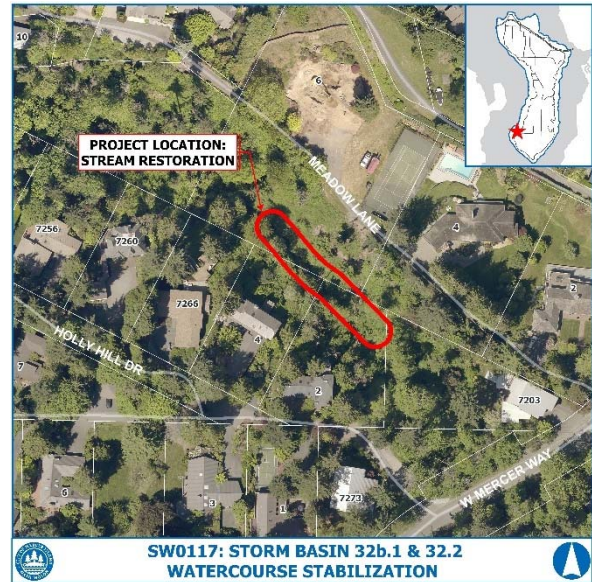
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project entails constructing 80-feet of boulder cascade to protect the incised stream channel and prevent channel scouring. Project design is scheduled to begin in 2025, followed by permitting with state and federal agencies. Construction to commence in summer 2026 following receipt of permits.

Project Justification

Channel scouring continues at the outfall of a 48” half round metal pipe, creating a 3 to 5-foot drop. There is a seven foot headcut downstream where the channel is highly incised with vertical, unvegetated banks. Completion of this project reduces slope instability, erosion/sedimentation, and habitat destruction.

Expenditures	2023	2024	2025	2026	2027	2028
SW0117	\$0	\$0	\$53,600	\$170,250	\$0	\$0

Watercourse Minor Repairs and Maintenance

Project ID

SW0118

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project works to re-establish riparian corridors and make minor adjustments to watercourses with logs and grade control structures that have received stabilization work in prior years.

Project Justification

With time, stream banks become overgrown with invasive plants. Watercourse restoration projects often require minor follow up work to re-establish riparian buffer zones that prevent pollutants from entering watercourses from runoff. They also control erosion and provide habitat and nutrient input into streams. Stream flows often displace logs and grade control structures that were installed in the past, therefore minor modifications help maintain the integrity of original construction years after its completion.

Expenditures	2023	2024	2025	2026	2027	2028
SW0118	\$0	\$0	\$111,300	\$0	\$0	\$0

Stormwater Trunkline Condition and Capacity Assessments

Project ID

SW0127

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$250,000

Department

Public Works

Project Manager

Fred Gu, Brian Hartvigson

ADA Component

No



Project Description

The project will inspect the main arteries of the stormwater conveyance system known as trunklines using a video inspection method called CCTV. Inspections will document pipe condition, identify defects and verify pipe size and material. The collected data will be analyzed using conventional stormwater management modeling software to calculate pipe capacities. Areas with notable deficiencies will be selected for basin specific modeling to assess runoff quantity with respect to pipe capacity (SW0135). This basin specific modeling approach was used successfully during the 2021-2022 Conveyance System Assessments project (SW0119). This approach creates a standardized prioritization method so projects can be ranked in a consistent, data-driven manner.

Project Justification

The Stormwater Management Program or SWMP provides direction for city stormwater operations within NPDES permit requirements and incorporates maintenance standards from the Stormwater Management Manual for Western Washington. The SWMP requires annual stormwater system conveyance inspections. This project will perform such inspections specifically on the main arteries of the system using CCTV. Deficiencies and defects in trunklines impact the entire upstream drainage systems, and may result in flooding, property damage, and damage to roadways.

Expenditures	2023	2024	2025	2026	2027	2028
SW0127	-	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000

Basin 18C Drainage Improvement

Project ID

SW0128

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$185,000

Department

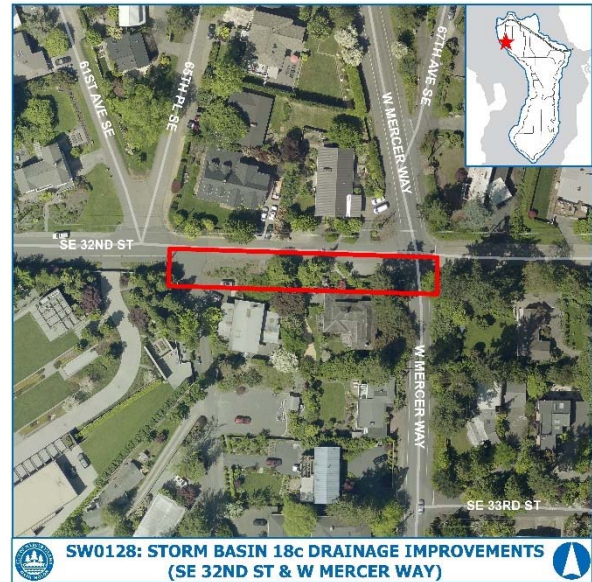
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project will improve flow in the storm drainage system at CB-18C-11 to eliminate surcharging in the drainage system and localized ponding on West Mercer Way during heavy rainfall events. It includes approximately 283 feet of 12" storm drain pipe and several catch basins.

Project Justification

Localized ponding occurs during heavy rain events along West Mercer Way south of SE 32nd St caused by an undersized storm drainage system.

Expenditures	2023	2024	2025	2026	2027	2028
SW0128	\$185,000	\$0	\$0	\$0	\$0	\$0

Basin 25B Neighborhood Drainage Improvements

Project ID

SW0129

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$173,000

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project will install drainage improvements near 4620 86th Ave SE, on SE 47th street, between 86th Ave SE and 84th Ave SE, on 84th Ave SE between SE 47th Street and 47th Pl and near 4731 84th Ave SE.

Project Justification

This project will address local ponding due to lack of existing drainage in this neighborhood prior to scheduled street paving and widening on 84th Ave SE planned in 2023-2024 biennium.

Expenditures	2023	2024	2025	2026	2027	2028
SW0129	\$173,000	\$0	\$0	\$0	\$0	\$0

Basin 32B - SE 72nd St Drainage Capacity Improvement

Project ID

SW0130

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$189,330

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project will upsize existing pipe and add approximately 185 feet of 18-inch diameter storm drain parallel to the existing storm drain along the roadway on SE 72th Street. Two catch basins will be replaced, and three new catch basins will be added to allow for the parallel storm drain be tied into the existing system.

Project Justification

Stormwater model results and field verification indicate flooding during 25-year, short-duration storm events near the intersection of SE 72nd St and West Mercer Way due to undersized piping immediately upstream of West Mercer Way. Adding a parallel storm drain line will provide additional capacity during high flow events.

Expenditures	2023	2024	2025	2026	2027	2028
SW0130	\$0	\$189,330	\$0	\$0	\$0	\$0

Basin 42- SE 58th St Drainage Improvement at cul-de-sac

Project ID

SW0131

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$0

Department

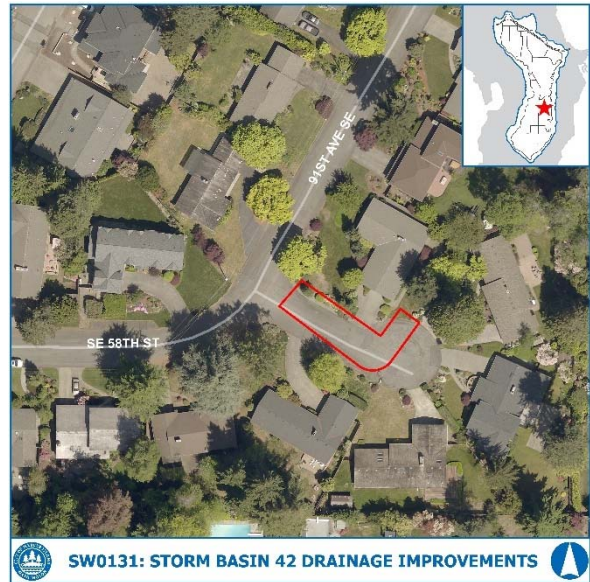
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project will install drainage improvements in the cul-de-sac to collect and convey run off from the cul-de-sac to the existing storm drainage system.

Project Justification

Localized ponding is observed at the low spot in the cul-de-sac of SE 58th St.

Expenditures	2023	2024	2025	2026	2027	2028
SW0131	\$0	\$0	\$77,000	\$0	\$0	\$0

Sub-Basin 22.1 Watercourse Stabilization - Final Design and Construction

Project ID
SW0132

Program Plan
CRP

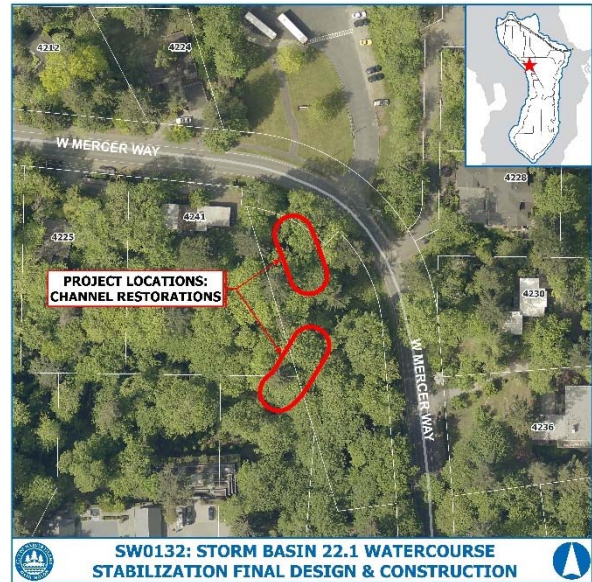
Target Completion Date
Q4 2023

2023-2024 Project Budget
\$148,698

Department
Public Works

Project Manager
Fred Gu

ADA Component
No



Project Description

This project involves channel stabilization in two sub-reaches of a watercourse totaling 140-linear feet (LF) near 4200 West Mercer Way. Banks along the watercourse will be laid back and channels will be filled to re-create a stream channel. Project preliminary design and permitting with state and federal agencies began in 2022. Final design is planned for 2023 with construction to proceed in summer 2023 following the receipt of permits.

Project Justification

Channel downcutting has formed two separate subreaches within this watercourse. The upper 50-foot subreach has near vertical banks and is incised up to 8 feet in light brown stiff silt, impacting the fill slope adjacent to West Mercer Way. The lower 90-foot subreach has a 6-foot high headcut and is incised up to 20 feet in very stiff silt, creating impacts to West Mercer Way.

Expenditures	2023	2024	2025	2026	2027	2028
SW0132	\$148,698	\$0	\$0	\$0	\$0	\$0

Sub-Basin 25b.2 Watercourse Stabilization - Final Design and Construction

Project ID

SW0133

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$155,100

Department

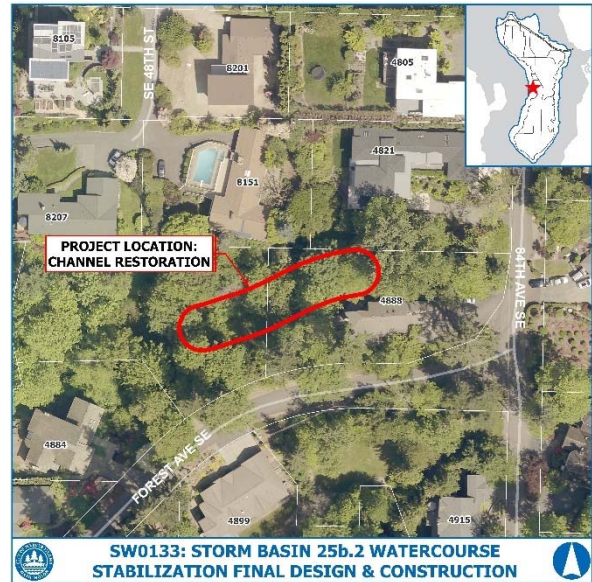
Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project involves 220-feet of channel restoration by clearing and grading the channel bed with streambed gravel, adding riparian planting along the banks, and installation of logs for stabilization. Project preliminary design and permitting with state and federal agencies began in 2022. Final design is planned for 2023 with construction to proceed in the summer of 2023, following receipt of permits.

Project Justification

There is highly erodible loose silt and soil banks along this watercourse. The channel widens downstream and is becoming less stable due to its sand and gravel bed. There is localized earth movement on right and left banks with slide material in the bottom of the ravine. These conditions pose risks to slope stability, increasing erosion/sedimentation and habitat destruction overtime.

Expenditures	2023	2024	2025	2026	2027	2028
SW0133	\$155,100	\$0	\$0	\$0	\$0	\$0

Emergency Stormwater Conveyance Repairs

Project ID

SW0134

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$50,000

Department

Public Works

Project Manager

Brian Hartvigson

ADA Component

No



Project Description

Annual program to repair and/or replace current stormwater infrastructure on an emergency basis.

Project Justification

The National Pollutant Discharge Elimination System (NPDES) permit requires the City to perform repairs on the stormwater conveyance system in a timely manner and to standards set forth in the Stormwater Management Manual for Western Washington. The Emergency Stormwater Conveyance Repair program provides funding for these unforeseeable incidents that have become more commonplace in the City's aging stormwater conveyance system. Stormwater pipe failures often result in costly repairs that are accompanied with increased exposure to risk and surrounding infrastructure damage.

Expenditures	2023	2024	2025	2026	2027	2028
SW0134	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Conveyance System Assessments (Basin Specific)

Project ID

SW0135

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Fred Gu

ADA Component

No



Project Description

This project will assess stormwater runoff in selected basins by use of conventional stormwater management modeling. These results inform potential project solutions in future capital improvement programs. Larger basins and those with known pipe capacity problems are prime candidates for assessment.

Project Justification

Stormwater trunk lines are the main arteries of the stormwater conveyance system. Deficiencies and defects in trunklines impact the entire upstream drainage systems, resulting in flooding, property damage, and damage to roadways. Trunk lines must have adequate capacity to convey all stormwater flows without overflow. An assessment of the anticipated stormwater flows compared to pipe capacity is integral to ensuring that trunklines are properly sized. A pilot project assessment was performed in 2021-2022. It proved to be successful and resulted in the SB 32B - SE 72nd St Drainage Capacity Improvement project (SW0130) in the 2023-2024 CIP.

Expenditures	2023	2024	2025	2026	2027	2028
SW0135	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Conveyance System Improvements (2027-2028)

Project ID
SW0136

Program Plan
CRP

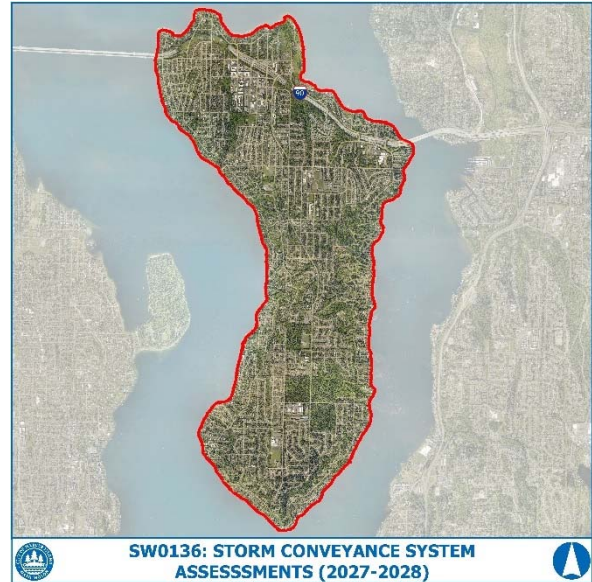
Target Completion Date
2028

2023-2024 Project Budget
\$0

Department
Public Works

Project Manager
Fred Gu

ADA Component
No



Project Description

This project will identify and prioritize future capital improvements to the stormwater system based on the findings and recommendations from the Stormwater Trunkline Condition and Capacity Assessments Project (SW0127) and the Conveyance System Assessments (basin specific) Project (SW0135). Future projects will entail potential rehabilitation, replacements and/or extensions to the current stormwater system.

Project Justification

The stormwater system includes an extensive network of aging and undersized pipes. Similar to the water and sewer systems, it is important to repair, rehabilitate, and replace infrastructure in a systematic manner to ensure successful long term operation of the system.

Expenditures	2023	2024	2025	2026	2027	2028
SW0136	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000

Street Related Storm Drainage Improvements

Project ID

SW0137

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$200,000

Department

Public Works

Project Manager

Street Engineer

ADA Component

No



Project Description

This project will install storm drainage improvements at various locations on the Island in advance of residential and arterial street resurfacing work.

Project Justification

This project will address local existing drainage issues in neighborhoods prior to street repaving projects.

Expenditures	2023	2024	2025	2026	2027	2028
SW0137	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Emergency Water System Repairs

Project ID

WU0100

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$300,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Annual program to repair or replace water distribution system infrastructure on an emergency basis.

Project Justification

Due to an aging water distribution system and degradation of existing infrastructure, the City has seen an increase in pipe failures and watermain breaks. These emergencies have resulted in costly repairs and increased risk to exposure and potential system contamination. This repair program provides funding to address failed assets during unforeseen emergency events.

Expenditures	2023	2024	2025	2026	2027	2028
WU0100	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

SCADA System Replacement (Water)

Project ID

WU0102

Program Plan

CRP

Target Completion Date

Q2 2023

2023-2024 Project Budget

\$75,000

Department

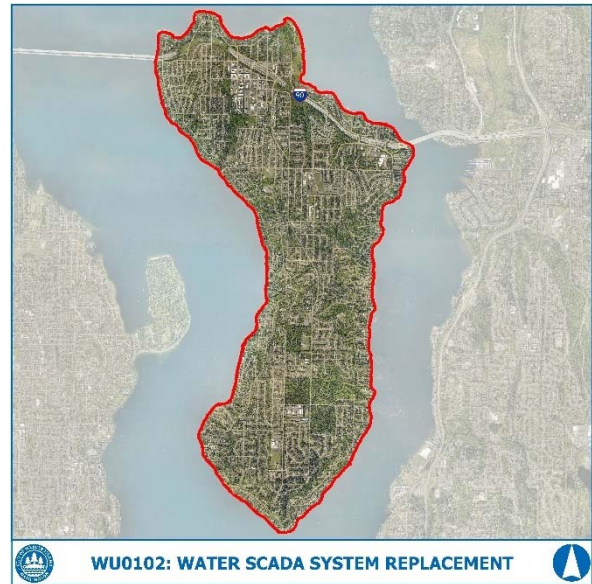
Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Replace the supervisory control and data acquisition (SCADA) system, including obsolete remote terminal units at water sites and the human-machine interface at the Public Works building. Construction started in 2021 and due to COVID-19, long lead times impacted the availability to obtain parts. Additional funding is needed to complete work at the remaining sites.

Project Justification

The City's water distribution and sewer collection system is monitored and controlled by their respective SCADA systems, which City staff relies on for all control and alarm notifications. The systems for both the water and sewer utilities are over a decade old. Equipment is outdated, obsolete, and no longer available from the manufacturer. The software version currently operating the system is no longer supported. A comprehensive SCADA Master Plan was completed in 2017 that guides replacement of this system. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0102	\$75,000	\$0	\$0	\$0	\$0	\$0

Water Reservoir Improvements

Project ID

WU0103

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$5,555,000

Department

Public Works

Project Manager

Maya Giddings

ADA Component

No



Project Description

Update both the south and north water reservoir tanks based on recommended improvements to protect the structural integrity and create a safer working environment. Such improvements include seal welding roof plates and rafters, replacing exterior ladders with spiral staircases, and adding a guardrail around the tank roof perimeter as well as relaminating interior linings and overcoating exteriors.

Project Justification

The two 4.0 million gallon welded steel storage tanks must be maintained to continue providing reliable storage to residents and customers. Since the last seismic upgrade and interior epoxy coating and exterior painting of both tanks in 1999 and 2000, many water tank components have aged or deteriorated. The estimated useful life of the coatings is 20 years and both the interior lining and exterior paint is now failing.

This project was identified in the 2015 Water System Plan and design was finished in 2022. The project bid will go out in late 2022 and construction will begin on the south tank first (2023) with construction on the north tank to follow (2024).

Expenditures	2023	2024	2025	2026	2027	2028
WU0103	\$2,805,000	\$2,750,000	\$0	\$0	\$0	\$0

Water System Components Replacement

Project ID

WU0112

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$100,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

This project replaces components of the water system including in-line valves, pressure reducing valves, air-vacuum release valves, blow-offs, and meter setter check valves as needed on an annual basis.

Project Justification

This project funds the City's systematic, annual improvement program to ensure all components of the water system are in reliable condition to function properly and effectively. This work furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0112	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Water Modeling and Fire Flow Analysis

Project ID

WU0115

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$65,000

Department

Public Works

Project Manager

Rona Lin

ADA Component

No



Project Description

This ongoing project updates the City's water model every two years to incorporate improvements and changes to the water system through capital improvement projects, private development, and maintenance activities. Water modeling and fire flow analysis is completed to examine the water system's capacity and performance in various high-demand situations. Modeling is also used to confirm design criteria for water system improvements.

Project Justification

Maintaining current data and information in the water model is essential for water system improvements planning and for the system operations' strategy planning. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0115	\$15,000	\$50,000	\$15,000	\$50,000	\$15,000	\$50,000

Water Meter Replacement Program

Project ID

WU0117

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$3,252,916

Department

Public Works

Project Manager

Allen Hunter/Alaine Sommargren

ADA Component

No



Project Description

This project will complete the island-wide meter replacement program with Advanced Metering Infrastructure (AMI), which transmits water meter data to the City’s billing system automatically. This project will significantly reduce water loss, improve leak detection, and improve customer service.

Project Justification

Water meter accuracy is the greatest at the beginning of a water meter's life and degrades with age and use. The water system currently has a variety of water meter manufacturers, types, and reading technologies, all of varying ages. A large number of the existing meters serving the City's 7,600 customers are outdated and malfunctioning, contributing to high, unaccountable water loss and lost revenue. Older water meters manufactured pre-2013 do not meet lead free requirements and should be replaced. This project was identified in the 2015 Water System Plan. Construction/deployment started in 2022 and will continue through 2024. Project completion is expected to wrap up at the end of 2024.

Expenditures	2023	2024	2025	2026	2027	2028
WU0117	\$3,252,916	\$0	\$0	\$0	\$0	\$0

First Hill Generator Replacement

Project ID

WU0120

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$800,000

Department

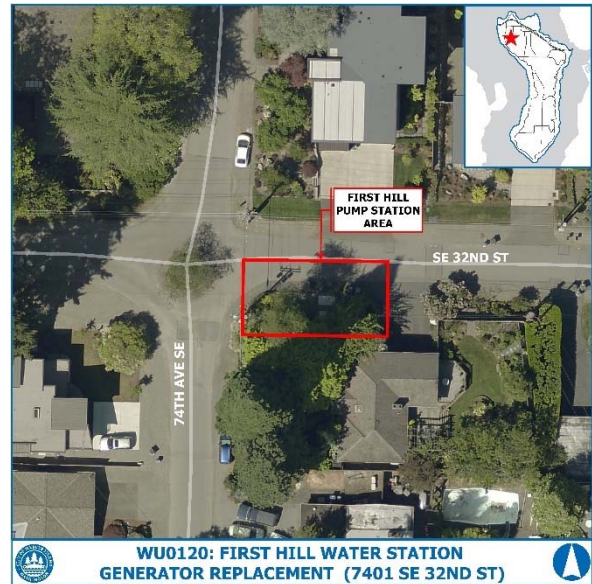
Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Replace the 30 year old generator which serves as emergency back-up power for the First Hill booster pump station. This project will replace one of the oldest generators in the City’s utility system that was unable to be replaced during the 2011 First Hill booster pump station upgrade. Design will be finished in 2022 with construction ready to start in the 2023-2024 biennium.

Project Justification

The First Hill neighborhood sits at a higher elevation relative to the rest of Mercer Island, which requires the water supply to be pumped through the booster pump station in order to maintain adequate pressures. In the event of a power outage, the emergency back-up generator provides enough power to sustain system pressure. The existing generator is nearing the end of its useful life and availability of spare parts is limited. This project was identified in the 2015 Water System Plan. Construction is expected to start in 2023 but with current procurement times for obtaining a generator of this size being nearly 56 weeks, construction likely won't finish until 2024.

Expenditures	2023	2024	2025	2026	2027	2028
WU0120	\$400,000	\$400,000	\$0	\$0	\$0	\$0

Reservoir Pump Replacement

Project ID

WU0128

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$1,080,000

Department

Public Works

Project Manager

Allen Hunter

ADA Component

No



Project Description

Replace and upgrade the five Byron Jackson submersible pumps that contain mercury seals to five vertical turbine pumps. This would allow the existing variable frequency drives (VFDs) that were replaced in 2020 to remain. Two smaller pumps will also be added to handle low flows.

Project Justification

Identified as a future CIP project in the current water system plan, but was accelerated after mercury was found during an emergency pump repair. Mercury poses a serious public health risk and would damage the water system if a seal were to break. The pumps can't be replaced until the reservoir generator is moved, which will likely occur in 2023. Work on this project would then start in late 2023 and finish in 2024.

Expenditures	2023	2024	2025	2026	2027	2028
WU0128	\$540,000	\$540,000	\$0	\$0	\$0	\$0

2023 Water System Improvements (First Hill, NMW, SE 37th Pl, SE 41st, & SE 42nd Pl)

Project ID

WU0130

Program Plan

CRP

Target Completion Date

Q4 2023

2023-2024 Project Budget

\$4,684,000

Department

Public Works

Project Manager

Rona Lin/George Fletcher

ADA Component

No



Project Description

This project replaces 7,720 Linear Feet of 4-inch and 6-inch cast iron with 8-inch ductile iron water mains. Fire hydrants, water services, and other water system components will be upgraded/replaced as part of the project.

Project Justification

Improving and renewing the water system is necessary to prevent unexpected system breakdowns and expensive emergency repairs. Taking a pro-active approach to renew critical components such as water mains will strengthen the system’s reliability in serving its customers. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0130	\$4,684,000	\$0	\$0	\$0	\$0	\$0

2024 Water System Improvements (SE 47th, 86th Ave SE, SE 59th, SE 72nd Pl and stub out at three intersections)

Project ID

WU0131

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$2,455,000

Department

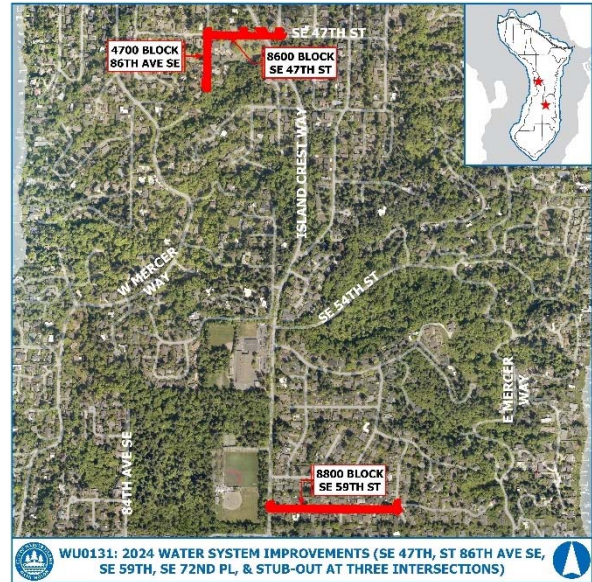
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 3,458 Linear Feet of 4-inch, 6-inch, and 8-inch cast iron water mains with 8-inch ductile iron mains. Fire hydrants, water services, and other water system components will be upgraded/replaced as part of the project.

Project Justification

Improving and renewing the water system is necessary to prevent unexpected system breakdowns and expensive emergency repairs. Taking a pro-active approach to renew critical components such as water mains will strengthen the system’s reliability in serving its customers. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0131	\$373,000	\$2,082,000	\$0	\$0	\$0	\$0

2026 Water System Improvements (82nd Ave SE, Forest Ave SE, and W Mercer Pl)

Project ID

WU0132

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

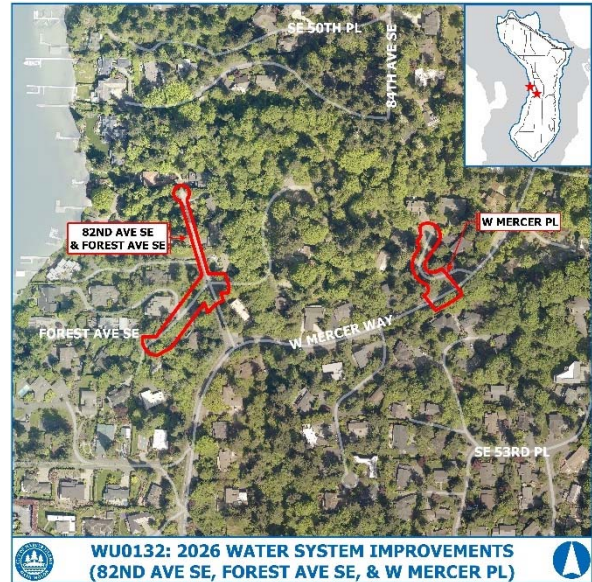
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 825 Linear Feet of 4-inch cast iron water mains with 8-inch ductile iron water mains. Fire hydrants, water services, and other water system components will be upgraded/replaced as part of the project.

Project Justification

Improving and renewing the water system is necessary to prevent unexpected system breakdowns and expensive emergency repairs. Taking a pro-active approach to renew critical components such as water mains will strengthen the system’s reliability in serving its customers. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0132	\$0	\$0	\$89,000	\$498,000	\$0	\$0

2027 Water System Improvements (south end in Avalon neighborhood)

Project ID

WU0133

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

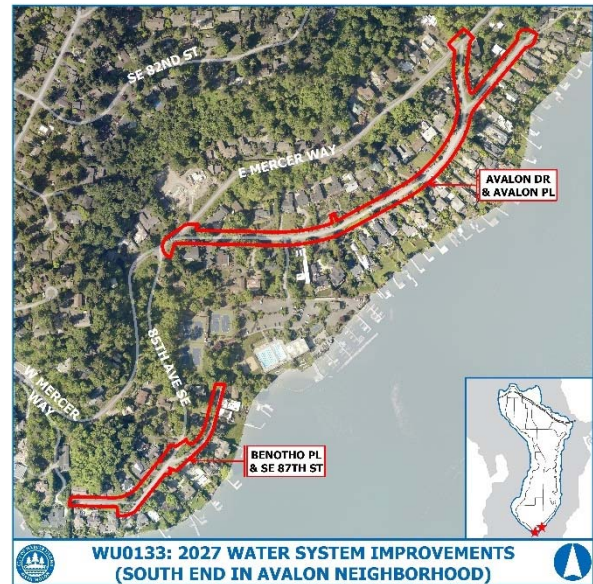
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 3,360 Linear Feet of 4-inch and 6-inch cast iron water mains with 8-inch ductile iron water mains. Fire hydrants, water services, and other water system components will be upgraded/replaced as part of the project.

Project Justification

Improving and renewing the water system is necessary to prevent unexpected system breakdowns and expensive emergency repairs. Taking a pro-active approach to renew critical components such as water mains will strengthen the system’s reliability in serving its customers. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0133	\$0	\$0	\$0	\$352,000	\$1,970,000	\$0

2028 Water Main Replacement (south Towncenter and north of P & R)

Project ID

WU0134

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

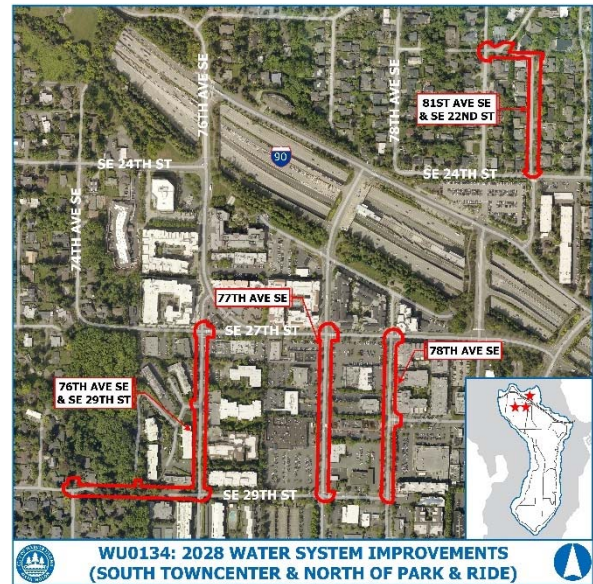
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 4,225 Linear Feet of 6-inch and 8-inch cast iron water mains with 8-inch ductile iron water mains. Fire hydrants, water services, and other water system components will be upgraded/replaced as part of the project.

Project Justification

Improving and renewing the water system is necessary to prevent unexpected system breakdowns and expensive emergency repairs. Taking a pro-active approach to renew critical components such as water mains will strengthen the system’s reliability in serving its customers. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0134	\$0	\$0	\$0	\$0	\$443,000	\$2,475,000

2024 AC Main Replacement (SE 40th, Greenbrier Ln, Gallagher Hill Rd, SE 36th, Holly Hill Rd, 90th Ave SE, and SE 61st)

Project ID

WU0135

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$3,159,000

Department

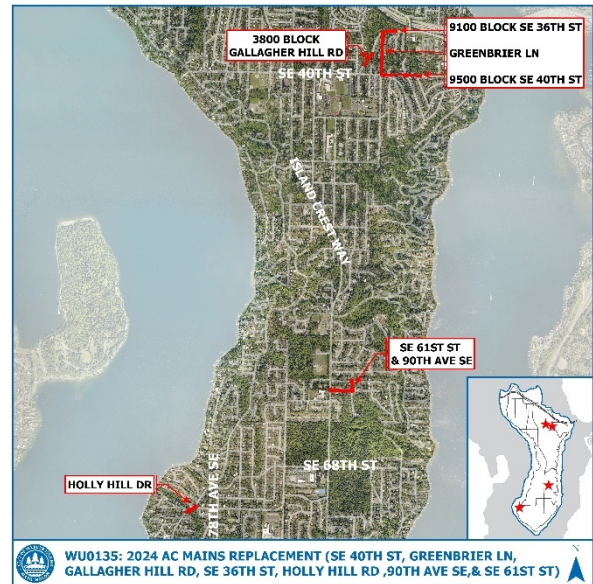
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 4,346 Linear Feet of Asbestos Cement (AC) water mains. The aging water mains will be replaced with ductile iron water mains. Other system components including fire hydrant and water services will be replaced as well.

Project Justification

The AC replacement program reduces the potential for catastrophic system failure, unexpected service disruptions, and large damage claims to the City. Once the existing five miles of AC water mains - which accounted for 4% of City’s total water mains - are removed from the water system, the City will no longer be required to report the AC mains information to Washington State Department of Health. This project furthers goals outlined in the City’s Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0135	\$479,000	\$2,680,000	\$0	\$0	\$0	\$0

2025 AC Main Replacement (Upper Mercerwood, 91st Ave SE, 92nd Ave SE, SE 42nd, SE 43rd, & SE 44th St)

Project ID

WU0136

Program Plan

CRP

Target Completion Date

2025

2023-2024 Project Budget

\$1,040,000

Department

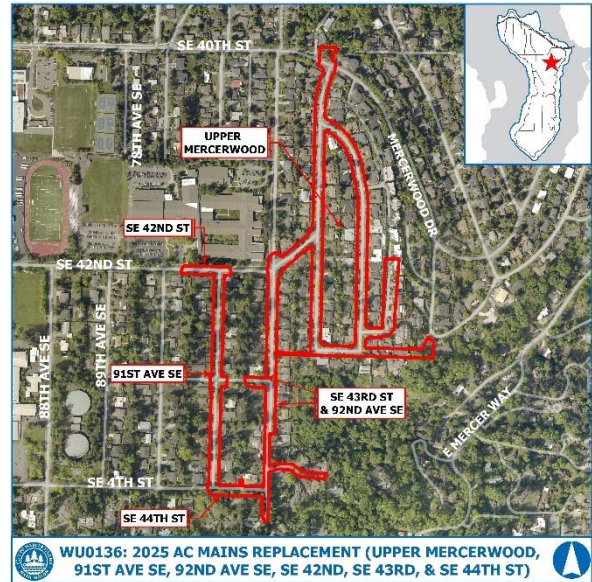
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 9,441 Linear Feet of Asbestos Cement (AC) water mains. The aging water mains will be replaced with ductile iron water mains. Other system components including fire hydrant and water services will be replaced as well.

Project Justification

The AC replacement program reduces the potential for catastrophic system failure, unexpected service disruptions, and large damage claims to the City. Once the existing five miles of AC water mains - which accounted for 4% of City's total water mains - are removed from the water system, the City will no longer be required to report the AC mains information to Washington State Department of Health. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0136	\$0	\$1,040,000	\$5,822,000	\$0	\$0	\$0

2026 AC Main Replacement (3800 block EMW, 7900 block SE 67th, and adjacent 80th Ave SE & SE 70th St)

Project ID

WU0137

Program Plan

CRP

Target Completion Date

2026

2023-2024 Project Budget

\$0

Department

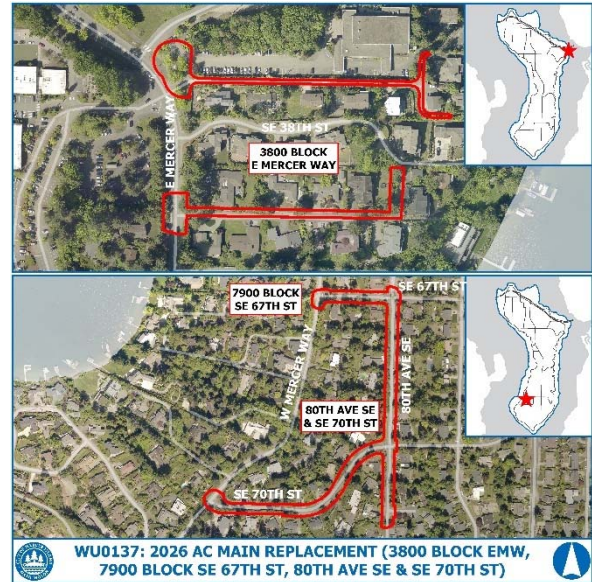
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 4,099 Linear Feet of Asbestos Cement (AC) water mains. The aging water mains will be replaced with ductile iron water mains. Other system components including fire hydrant and water services will be replaced as well.

Project Justification

The AC replacement program reduces the potential for catastrophic system failure, unexpected service disruptions, and large damage claims to the City. Once the existing five miles of AC water mains - which accounted for 4% of City's total water mains - are removed from the water system, the City will no longer be required to report the AC mains information to Washington State Department of Health. This project furthers goals outlined in the City's Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0137	\$0	\$0	\$451,000	\$2,529,000	\$0	\$0

2027 AC Main Replacement (Lower Mercerwood)

Project ID

WU0138

Program Plan

CRP

Target Completion Date

2027

2023-2024 Project Budget

\$0

Department

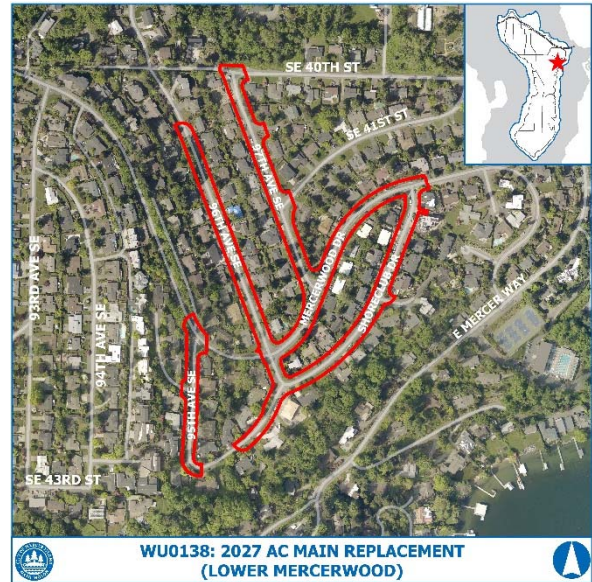
Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 5,232 Linear Feet of Asbestos Cement (AC) water mains. The aging water mains will be replaced with ductile iron water mains. Other system components including fire hydrant and water services will be replaced as well.

Project Justification

The AC replacement program reduces the potential for catastrophic system failure, unexpected service disruptions, and large damage claims to the City. Once the existing five miles of AC water mains - which accounted for 4% of City’s total water mains - are removed from the water system, the City will no longer be required to report the AC mains information to Washington State Department of Health. This project furthers goals outlined in the City’s Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0138	\$0	\$0	\$0	\$576,000	\$3,227,000	\$0

2028 AC Main Replacement (SE 40th to SE 36th and 97th Ave to EMW)

Project ID

WU0139

Program Plan

CRP

Target Completion Date

2028

2023-2024 Project Budget

\$0

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

This project replaces 2,621 Linear Feet of Asbestos Cement (AC) water mains. The aging water mains will be replaced with ductile iron water mains. Other system components including fire hydrant and water services will be replaced as well.

Project Justification

The AC replacement program reduces the potential for catastrophic system failure, unexpected service disruptions, and large damage claims to the City. Once the existing five miles of AC water mains - which accounted for 4% of City’s total water mains - are removed from the water system, the City will no longer be required to report the AC mains information to Washington State Department of Health. This project furthers goals outlined in the City’s Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its current and future customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0139	\$0	\$0	\$0	\$0	\$289,000	\$1,616,000

Pressure Reducing Valve Station Replacements

Project ID

WU0140

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$2,420,000

Department

Public Works

Project Manager

Rona Lin/TBD

ADA Component

No



Project Description

This ongoing program systematically replaces pressure reducing valve (PRV) stations throughout the island each biennium. Most of these stations are below the City’s current standards, with many in deteriorating states. There are a total of 85 PRV stations within City’s water system. In general, the life span of a new PRV station is around 50 to 60 years, with routine maintenance.

Project Justification

PRV stations are an integral component of the water system. Due to the topography of the island, pressure-reducing valves are necessary to manage high pressure in the system and maintain acceptable water pressures throughout the island. Similar to water main breaks, potential damage caused by PRV failures can be detrimental to the water system and surrounding neighborhoods. This project furthers goals outlined in the City’s Water System Plan, ensuring necessary improvements so the City remains on the forefront in providing high-quality water service to its customers.

Expenditures	2023	2024	2025	2026	2027	2028
WU0140	\$395,000	\$2,025,000	\$2,025,000	\$395,000	\$2,025,000	\$0

Street Related Water System Improvements

Project ID

WU0141

Program Plan

CRP

Target Completion Date

On-going

2023-2024 Project Budget

\$300,000

Department

Public Works

Project Manager

TBD

ADA Component

No



Project Description

Replace water mains, fire hydrants, water services, and other associated appurtenances in advance of, or in conjunction, with street overlays.

Project Justification

Completing water system improvements prior to or in conjunction with street projects is a cost effective way to carry out utility upgrades in areas where roadway improvements have been planned.

Expenditures	2023	2024	2025	2026	2027	2028
WU0141	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Emergency Well #2 Site Evaluation

Project ID

WU0142

Program Plan

CRP

Target Completion Date

Q4 2024

2023-2024 Project Budget

\$50,000

Department

Public Works

Project Manager

Rona Lin/TBD

ADA Component

No



Project Description

This project performs site evaluation and potential property use acquisition for Emergency Well #2. The 2005 Emergency Water Supply Feasibility Analysis Study includes a recommendation for the City to explore and install two water wells for emergency water supply. In 2010, the first emergency well facility, located at Rotary Park (center and slightly north end of the island), was built after the successful test well drilling in 2007. This project will utilize information included in the 2005 Report to investigate the existing use and conditions of potential sites, and to evaluate the feasibility of developing emergency well #2 on the south side of the island.

Project Justification

Drinking water is essential to public health and it is the Water Utility's highest priority to provide safe drinking water. Emergency well water can provide basic water usage to Island residents after large scale earthquakes or other catastrophic events that disrupt the City's sole water supply for an extended period of time. Emergency Well #2, if successfully developed and built, will provide a viable option for residents living on the southern half of the Island to access well water from the south well site.

The City's existing emergency well was designed for walk-up and pick-up distribution. It is beneficial for residents living on the south end of the island to have access to a well located on the south half of the island. After a catastrophic event, roadways will likely be blocked or damaged. Residents may have to reach the well site(s) by foot.

Expenditures	2023	2024	2025	2026	2027	2028
WU0142	\$0	\$50,000	\$0	\$0	\$0	\$0

FUND IN 23-24?	PROJECT ID	001 - General		104 - Street		343 - CAP IMP		345 - Tech & Equip		402 - Water		426 - Sewer		432 - Stormwater		Department Rates		Grant		ST Mitigation		Parks Levy		King County Levy		Other		ARPA		REET-2		Total	
		2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024
YES	GB0100					468,184	510,746			32,726	35,702	32,726	35,702	16,363	17,851																550,000	600,000	
YES	GB0101					401,624	410,549			19,537	19,971	19,537	19,971	9,303	9,510																450,000	460,000	
YES	GB0102					50,000	50,000																								50,000	50,000	
YES	GB0103																										100,000	150,000			100,000	150,000	
YES	GB0107	67,178	67,178							11,153	11,153	10,894	10,894	14,525	14,525	103,750	103,750														207,500	207,500	
YES	GB0110																										660,000				660,000	-	
NO	GB0111																														-	-	
NO	GB0113																														-	-	
YES	GB0115					200,000																									200,000	-	
YES	GB0116									10,699	14,301	5,350	7,150	5,350	7,150												203,582	272,118			224,980	300,720	
YES	GB0117					191,250	25,500							33,750	4,500															225,000	30,000		
YES	GB0119					75,000	175,000																							75,000	175,000		
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YES	GB0121																				250,000						250,000			500,000	-		
YES	GE0101							45,500	42,500																					45,500	42,500		
YES	GE0107															676,729	430,211													676,729	430,211		
YES	GE0108							94,686																						94,686	-		
YES	GT0101							55,000																						55,000	-		
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YES	GT0105							35,000																						35,000	-		
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YES	GT0112							30,000																						30,000	-		
YES	GT0115							96,000	10,000																					96,000	10,000		
YES	GT0116							25,000	25,000																					25,000	25,000		
YES	GT0117							52,500	10,750																					52,500	10,750		
YES	PA0100					273,000	282,135							20,000									66,650	67,317					359,650	349,452			
YES	PA0101					149,000	154,000																							149,000	154,000		
YES	PA0103																								54,000	56,000				54,000	56,000		
YES	PA0104						82,000																							-	82,000		
YES	PA0107						33,000																							-	33,000		
NO	PA0108																													-	-		
YES	PA0109					10,000																								375,000	-		
NO	PA0110																													-	-		
NO	PA0111																													-	-		
NO	PA0112																													-	-		
NO	PA0115																													-	-		
NO	PA0116																													-	-		
YES	PA0117					194,000																		206,000						400,000	-		
YES	PA0122																													470,000	3,300,000		
YES	PA0123																																
YES	PA0124					1,499,300																		111,100	112,211					111,100	112,211		
YES	PA0126					200,000																								2,012,300	-		
YES	PA0129					114,000	114,000																							200,000	-		
YES	PA0130																													302,824	305,852		
YES	PA0131						245,000																							60,000	431,000		
YES	PA0131						245,000																							-	245,000		
NO	PA0132																													-	-		
YES	PA0133																														58,000	58,000	
YES	PA0136																													58,000	58,000		
YES	PA0136																													169,000	-		
NO	PA0138																													-	-		
YES	PA0140					101,000																								101,000	-		
NO	PA0141																													-	-		
NO	PA0142																													-	-		
YES	PA0143					57,000	145,000																							50,000	143,000		
YES	PA0144					133,000																									133,000	-	
YES	PA0145																														226,000	-	
NO	PA0146																													-	-		
NO	PA0147																													-	-		
YES	PA0148					80,000	83,000																							80,000	83,000		
NO	PA0150																													-	-		
NO	PA0151																													-	-		
NO	PA0152																													-	-		
NO	PA0153																													-	-		
NO	PA0154																													-	-		
NO	PA0155																													-	-		
NO	PA0156																													-	-		
YES	PA0157					200,000																								200,000	-		
NO	PA0158																													-	-		

Island History

Just over five miles long and two miles wide, Mercer Island is an island community situated in Lake Washington, east of the City of Seattle and west of the City of Bellevue. Early settlement on Mercer Island began in the late 1870s. The Island was named after one of the three pioneering Mercer brothers from Illinois, all of whom had great influence in the Seattle area. Although none of the brothers lived on Mercer Island, they would often hunt and explore throughout the island's secluded forests. In these early days island settlers would travel by rowboat to the neighboring community of Seattle in order to pick up any necessities. An occasional tramp steamer would drop off items that were too large to transport by rowboat.

Because of the inconveniences of island living, settlement was slow until C.C. Calkins platted the town of East Seattle and built a luxurious resort on the western side of the island in 1891. A ferry dock was built, and small steamers began to make regular trips. With transportation available, the area began to attract more residents. Public water travel continued until July 2, 1940 when the floating bridge from Mercer Island to Seattle opened.

Today Interstate 90 connects Mercer Island with Seattle and Bellevue. It is an eight-lane freeway system, which includes two separate side-by-side floating bridges across Lake Washington.

The Community

Mercer Island is primarily a single-family, high-quality residential community with a commercial business district and multi-family dwellings concentrated at the northern end of the Island. Its close proximity to both Seattle and Bellevue makes island living convenient. The City owns approximately 475 acres of parkland and open space, which helps maintain the Island's natural beauty. The result is quiet, forested neighborhoods, complemented by stunning views of Seattle, the Cascade Mountains, Mount Rainier, and Lake Washington. It is an active community where volunteer boards and commissions work closely with the City Council and City staff. The City of Mercer Island is known for providing quality customer service to more than 25,000 residents.

City Operations

Mercer Island was incorporated on July 18, 1960 and operates with a council-manager form of government. Seven City Councilmembers are chosen during at-large, non-partisan elections to serve four-year terms. From among their seven-member body, the City Council members elect a Mayor to serve a two-year term. The Mayor and City Council appoint a City Manager who is responsible for the administration of City policies. There are a variety of boards and commissions including the Arts Council, Civil Service Commission, Disability Board, Design Commission, Planning Commission, Open Space Conservancy Trust, Parks & Recreation Commission and Utility Board. All the boards assist in the formulation of policy and direction for the City.

Glossary of Budget-Related Terms

ACCRUAL BASIS: The method of accounting under which revenues are recorded when they are earned, regardless of the timing of related cash flows. Expenses are recorded at the time liabilities are incurred.

APPROPRIATIONS: A legal authorization granted by the City Council to make expenditures and to incur obligations for specific purposes. An appropriation is limited in the amount and time when it may be used unless it is for a capital project such as constructing a building or developing a park.

ARPA: American Rescue Plan Act.

ASSESSED VALUATION: The fair market value of both real (land and building) and personal property as determined by the King County Assessor's Office for the purpose of fixing taxes.

ASSET: Any owned physical object (tangible) or right (intangible) having a monetary value or an item or source of wealth, expressed in terms of any cost benefiting a future period.

BENEFITS: City paid benefits provided for employees in the areas of social security, retirement, worker's compensation, life insurance, medical insurance, and management benefits.

BOND: A written promise to pay a specified sum of money (called the face value or principal amount) at a specified date in the future (called the maturity date) together with period interest at a specified rate.

BOND ANTICIPATION NOTES: Short-term interest-bearing notes issued in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

BUDGET: A government's plan of financial operations for a given period including proposed expenditures, and a proposed means of financing them. Legal authority and requirements are found in the Revised Code of Washington (RCW 35A.33).

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets may also be fixed assets.

CAPITAL IMPROVEMENT PROGRAM (CIP): The plan or schedule of project expenditures for public facilities and infrastructure (buildings, roads, etc.) with estimated project costs, sources of funding and timing of work over a five-year period. For financial planning and general management, the capital program is presented as a plan of work and proposed expenditures and is the basis for annual appropriation requests and bond issues.

CAPITAL OUTLAY: Fixed assets which have a value of \$1,000 or more and have a useful economic lifetime of more than three years or assets of any value, if the nature of the item under consideration is such that it must be controlled for custody purposes as a fixed asset.

CAPITAL PROJECT: The largely one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures, and improvements thereon. The cost must usually be \$25,000 or more in order to be considered a capital project; amounts under \$25,000 are considered in the operating budget. In addition, equipment is considered a capital project if it is \$25,000 or more in cost.

CASH FLOW BUDGET: A projection of the cash receipts and disbursements anticipated during a given time period.

CHARGES FOR SERVICES: A revenue category, which includes a charge for a specific service. These primarily include park recreation fees, plan check fees and other miscellaneous fees.

COMPREHENSIVE BUDGET: Combines both the annual financial plan for operations and the annual portion of the Capital Improvement Program Budget. Excluded from the operating budget are carry-over capital projects, which have been previously approved.

COST ALLOCATION: Assignment of cost charges from one department that reimburse another for services received. Some examples are attorney services, finance services and personnel services.

COUNCILMANIC BONDS: Councilmanic bonds refer to bonds issued with the approval of the Council, as opposed to voted bonds which must be approved by the public. Councilmanic bonds must not exceed .7 percent of the assessed valuation and voted bonds 1.75 percent per State RCW.

DEBT SERVICE: The annual payment of principal and interest on the City's bonded indebtedness. Bonds are issued to finance the construction of capital projects such as public buildings, parks, roads, storm sewers and water system improvements.

DEFICIT: 1) The excess liabilities over assets (see Fund Balance). 2) The excess expenditures or expenses over revenues during a single accounting period.

ENCUMBRANCES: Commitments for unperformed contracts for goods or services. A purchase order is the most common encumbrance.

ENTERPRISE FUND: A fund used to account for operations that are financed and operated in a manner similar to private business enterprise where the cost of providing services, such as water, on a continual basis. Costs are recovered through user charges.

EXPENDITURES: A net decrease in financial resources. Expenditures include operating expenses, which require the use of current assets. This term designates the cost of goods delivered or services rendered, whether paid or unpaid, including expenses, provision for debt retirement not reported as a liability of the fund from which retired and capital outlays.

FEES: A general term used for any charge for services. Major types of fees include business and non-business licenses, fines and use charges.

FINES AND FORFEITURES: Revenue category, which primarily includes court, police, traffic and parking fines and forfeitures.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and changes in these assets and liabilities.

FUND BALANCE: The fund equity of governmental funds and trust funds.

GAAP: Generally Accepted Accounting Principles.

GASB: Governmental Accounting Standards Board.

GENERAL OBLIGATION BONDS: Bonds for the payment of which the full faith and credit of the issuing government are pledged.

INTERGOVERNMENTAL REVENUE: Earnings from other governments, primarily shared State revenue from the auto excise tax, and liquor profits and tax. Shared revenue from fire districts, the Emergency Medical Service levy, library, and the Federal grants are also included in this category.

LEOFF: Law Enforcement Officers and Firefighters Retirement System provided in the State of Washington.

LEVY: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

LEVY RATE: The amount of tax levied for each \$1,000 of assessed valuation.

LIABILITY: Indebtedness of a government entity. Common examples are amounts owed to vendors for services rendered or goods received, and principal and interest owed to holders of County bonds. These are debts or legal obligations arising out of transactions in the past which must be liquidated, renewed, or reduced at some future.

LICENSES AND PERMITS: Revenue category that includes building permits, business and amusement licenses and any other miscellaneous license or permit.

MATURITIES: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MONEY: Any of various objects, especially coins and bank notes, issued by a federal government and accepted as a medium of exchange and measure of value. Green stuff. That which makes us get up in the morning and go to work.

NET BUDGET: Eliminates double counting the budget by eliminating fund transfers and internal service charges such as interfund equipment rental and insurance charges. The net budget represents the true level of spending in the budget.

OPERATING BUDGET: Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing of acquisitions, spending, and service delivery activities of a government are controlled.

OPERATING EXPENSE: Those costs, including expenditures for salaries and wages, benefits, supplies, services, and charges, which are necessary to support primary services. For example, telephone charges, printing and office supplies are operating expenses.

ORDINANCE: A formal legislative enactment by the Council.

PERS: Public Employees Retirement System provided for other than Police and Fire by the State of Washington.

REVENUE: Income received through such sources as taxes, fines, fees, grants, or service charges which can be used to finance operations or capital assets. These amounts increase the net assets.

REVENUE BONDS: Pledge future revenues, usually water, sewer or drainage charges covering debt payments in addition to operating costs.

RCW - REVISED CODE OF WASHINGTON: The legal authority under which the governmental units of the State are ruled.

SUPPLEMENTAL APPROPRIATION: Approved by Council after the initial budget appropriation. Supplemental appropriations are approved during the year, and an annual budget amendment ordinance is approved each December.

WARRANT: An order directing the treasurer of the City to pay a specified amount to the bearer, either after the current or some future date.

WORKING CAPITAL: The year-end balance of current assets minus current liabilities in the Enterprise and Internal Service Funds. The unencumbered balance at year-end is available for appropriation in the next year's budget.

YIELD: The rate earned on an investment based on the price paid for the investment; the interest earned during the period held, and the selling price or redemption value of the investment.

Explanation of Accounting Basis and Budgeting

Basis of Presentation - Fund Accounting

All City activities are organized by Funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Each of the City's Funds are described in detail in the Recap by Fund Section.

Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent. Each fund serves as an expenditure control mechanism. The various funds are grouped into the following seven categories:

- **General Purpose Funds**

Revenue in this fund category is considered unrestricted and can be used for any City purpose, including operations and capital. This category consists of three funds: the **General Fund**, the **Self-Insurance Fund**, and the **Youth Services Endowment Fund**. The General Fund is the City's general operating fund used to account for all activities not otherwise required to be accounted for in another fund.

Major services accounted for in the General Fund include **police; fire and emergency medical; street and right of way maintenance; community planning and development; legal, judicial, and financial services; parks and recreation; and, general administration**. The Self-Insurance Fund is a "reserve" fund that pays for insurance losses not covered by the City's \$5,000 deductible or other insurance. The Youth Services Endowment Fund is a permanent fund in which the donated monies remain invested as principal and from which the investment earnings can be allocated to support ongoing Youth & Family Services' programs, which are accounted for in the Youth & Family Services Fund.

- **Special Revenue Funds**

Special revenue funds group together activities that are financed by restricted or committed revenue sources and that do not qualify as an enterprise (see Enterprise Funds below). Funds included in this category are the **Street Fund, Youth & Family Services Fund, 1% for the Arts Fund, ARPA Fund and Contingency Fund**.

The Contingency Fund is a reserve fund that is available to temporarily address revenue shortages or to address unanticipated needs. City Council policy has established the Contingency Fund at 12.5% of budgeted General Fund expenditures.

- **Enterprise Funds**

Enterprise funds are used to account for activities that are financed and operated in a similar manner to a private business. In enterprise funds, the intent of the governing body is to recover the costs (including depreciation) of providing goods or services to the general public on a continuing basis primarily through user charges. Funds included in this category are the **Water Fund, Sewer Fund, and Storm Water Fund**.

- **Internal Service Funds**

Internal service funds are used to account for the financing of goods or services provided by one department to other departments of the City on a cost reimbursement basis. This fund category includes the **Equipment Rental Fund** and the **Computer Equipment Fund**.

The Equipment Rental Fund accounts for the cost of maintaining and replacing all City vehicles, heavy equipment, and 800MHz radios. Each department is charged operating and maintenance rates as well as replacement rates for the use of these assets. The Computer Equipment Fund was created to protect the City's current and future investment in computer equipment. Each department is charged a rate that covers the cost of repair and maintenance, operation, and replacement of the City's computer systems.

- **Fiduciary Trust Funds**

These funds account for activities where the City acts as the fiscal agent. The **Firefighter's Pension Fund** is the only fund in this category.

- **Debt Service Funds**

Debt service funds are used to account for the accumulation of resources for the payment of general long-term debt principal and interest. The City of Mercer Island has two debt service funds: the **Bond Redemption Fund–Voted Debt** and the **Bond Redemption Fund–Non-Voted Debt**.

- **Capital Project Funds**

Capital project funds are used to account for financial resources earmarked for the acquisition, expansion, or rehabilitation of land, technology, buildings, and other major public infrastructure (other than those financed by proprietary funds, special assessment funds, or trust funds).

These funds are not part of the operating budget but are included in the City's Six-year Capital Improvement Program. Current capital project funds include the **Capital Improvement Fund**, the **Technology & Equipment Fund**, the **Town Center Parking Facilities Fund**, and the **Capital Reserve Fund**.

Basis of Accounting

The City's basic accounting structure, including its chart of accounts and account coding format, is mandated by the Washington State Auditor's Budgeting, Accounting and Reporting System (BARS), and is enforced by the Office of the State Auditor through annual audits. The basis of accounting refers to when revenues and expenditures (or expenses) are recognized in the accounts and reported in the financial statements.

- **Accrual Basis of Accounting**

The accrual basis of accounting is followed in all the City's enterprise, internal service, and fiduciary trust funds. Under this basis of accounting, revenues are recognized when earned, and expenses are recorded when incurred. As a result, revenues can be recognized even though no cash has been received yet, assuming that a good or service has been provided. Also, expenses can be recognized once a good or service has been received even though no payment has been made yet. This is the same basis of accounting that is used in the private sector. All assets and liabilities are recorded in the fund that owns them.

- **Modified Accrual Basis of Accounting**

All of the remaining fund categories are reported under the modified accrual basis of accounting. Under this basis of accounting, revenues are recorded when they are both measurable and available. "Available" means collectible within the current period or soon enough thereafter to pay current liabilities. The major revenue sources that are accrued by the City are listed below.

Property Taxes – King County serves as the City's intermediary collection agency. The County remits to the City on a daily basis property taxes paid by Mercer Island property owners. Property taxes should be accrued only when due and expected to be collected within 60 days of the end of the fiscal period. The City accrues all property tax revenue received within 31 days of the end of the fiscal period.

Utility Taxes – Utility taxes are considered both measurable and available if collected within 31 days of the close of the fiscal period.

Business & Occupation (B&O) Taxes – Primarily collected on an annual basis, B&O Tax revenue is considered measurable and available if received within 45 days of the close of the fiscal period.

State Shared Revenues – Mainly Washington State collected sales and excise taxes, these revenues are considered measurable and available if received within 31 days of the close of the fiscal period.

Grant Revenues – When expenditures are the primary factor for determining eligibility, the grant revenue is considered measurable and available when the expenditure is made.

Interfund and Intergovernmental Services – When goods and services have been provided, these are considered both measurable and available.

Interest and Rental Revenues – When investment interest and rental income have been earned and are due they are considered measurable and available.

Revenue sources that are not considered to meet the measurable and available criteria include licenses and permits, fines and forfeitures, and other miscellaneous revenues since their values are not known until received.

Under the modified accrual basis, expenditures are recorded when the liability is incurred. An exception to this rule is the principal and interest on general long-term debt that is recognized as an expenditure when it is paid. Long-term liabilities are accounted for in the general long-term debt account group. Purchases of fixed assets are expensed during the year incurred and are accounted for in a separate fixed asset system over their useful life.

- **Budgetary Basis**

The budgets of general governmental type funds (for example, the General Fund and the Street Fund) are prepared on a modified accrual basis. The enterprise funds (i.e. Water, Sewer and Storm Water Utilities), on the other hand, are budgeted on a full accrual basis.

The budget, as adopted, constitutes the legal authority for expenditures. The City's budget is adopted at the fund level, meaning that there is a total appropriation, or expenditure limit, for each fund.

Transfers or revisions within funds are allowed; however, any revisions that alter the total expenditures of a fund must be approved by the City Council. When the City Council determines that it is in the best interest of the City to amend the budget, it may do so by ordinance, which requires majority approval at any regularly scheduled City Council meeting.

The budget is closely monitored by the City Manager and the Finance Department. The Finance Department prepares quarterly financial status reports for presentation and review by the City Council. Because the City prepares a two-year budget, a mid-biennial budget review meeting is also held in November of the first year of the biennium.

Amendments to the adopted budget are typically approved when a quarterly financial status report is presented to the City Council.