

City of Mercer Island

2021-2022 Biennial Budget



Adopted Budget

CITY OF MERCER ISLAND 2021-2022 ADOPTED BIENNIAL BUDGET

CITY COUNCIL

Benson Wong
Mayor

Wendy Weiker
Deputy Mayor

Lisa Anderl
Jake Jacobson
Salim Nice
Craig Reynolds
David Rosenbaum

LEADERSHIP TEAM

Jessi Bon City Manager
Deborah Estrada City Clerk
Ross Freeman Sustainability & Communications Manager
Steve Heitman Fire Chief
Ed Holmes Chief of Police
Amanda Keverkamp Executive Assistant to the City Manager
Jason Kintner Chief of Operations
Matthew Mornick Interim Finance Director
Bio Park City Attorney
Ali Spietz Chief of Administration
Jeff Thomas CPD Director

BUDGET PREPARATION

Matthew Mornick Interim Finance Director
Ben Schumacher Financial Analyst
Ali Spietz Chief of Administration
Lajuan Tuttle Deputy Finance Director

2021-2022 Biennial Budget

Section A

Budget Message & Overview



Adopted Budget

CITY OF MERCER ISLAND

2021-2022 ADOPTED BIENNIAL BUDGET

The 2021-2022 Adopted Budget document serves two distinct purposes:

1. To present the City Council and Mercer Island residents with a clear picture of City services, and 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 2021-2022 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, an overview of department changes, along with revenue and expenditure summary tables for the upcoming biennium.

E. Capital Improvement Program

The Capital Improvement Program (CIP) encompasses all planned capital projects for a six-year period (2021-2026), with the first two years proposed as part of the 2021-2022 Adopted Budget. This section is organized into six sub-sections:

1. Introduction
2. Program Summary
3. Individual Project Sheets
4. Funding by Capital Projects
5. Capital Projects by Fund
6. Project Hours by Department.

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

December 1, 2020

The Honorable Members of the City Council
Members of the Mercer Island Community

Dear City Councilmembers and Community:

I am pleased to present the 2021-2022 Adopted Budget for the City of Mercer Island. Our goal with this budget is to look beyond these difficult past nine months and set the City on a more stable and future-focused course. The budget is balanced and complies with the City's adopted budget and financial policies.

This past year brought challenges to the organization, community, and region that we have not seen since the Great Recession. The City was in the process of addressing our ongoing financial challenges when the COVID-19 Pandemic swept the globe. Traditional sources of budgeted revenue slowed or completely vanished overnight, requiring a swift and decisive response that included cuts to City services, workforce reductions, use of reserves, and modifying every aspect of service delivery. While these actions helped address the immediate financial concerns, fundamental questions remain about future service levels and the long-term recovery plan.

Budget Strategy

In developing this budget recommendation, the staff team took a conservative and cautious approach to planning for the next biennium. The budget focuses on delivering essential services, fostering continuous process improvement strategies, and providing stability for the organization. It reflects a modified organizational structure and reduced staffing levels as compared to prior years, yet retains the flexibility to adapt to ongoing needs.

The overall budget strategy centers on relatively flat spending while supporting actions that will strengthen the City of Mercer Island's financial position. This two-year budget proposal:

- Pays down some of the City's long-term unfunded liabilities.
- Maintains core municipal services and supports ongoing emergency response efforts.
- Re-organizes City departments for more effective and efficient service delivery.
- Identifies opportunities and resources to improve operational services.
- Avoids new tax proposals, layoffs, and furloughs.
- Makes strategic investments that keep pace with the organization and community's evolving needs.
- Establishes new best practices for implementing capital improvements.
- Reinvests in the maintenance of the City's critical infrastructure.
- Emphasizes the ongoing need for recovery planning for services impacted by the Pandemic.

Stabilizing the Organization

Mercer Island, like many communities in the region, has faced a structural deficit in its operating budget (General Fund) in recent years. This was caused by limited revenue sources that are unable to keep pace with the rising cost of services.

City Manager's Message

In early 2020, and in response to the impacts of the Pandemic, the City Council endorsed a multi-pronged strategy to address the projected deficit in the General Fund that involved:

- Implementing cost saving measures to reduce operating costs without jeopardizing core services.
- Examining past practices and areas to prioritize new process improvements.
- Reviewing business process efficiencies, including the use of technology to reduce costs and staff time.
- Using contingency and reserve funds carefully.

This combination of actions reduced the City's projected shortfall for 2020 by \$3.8 million – the majority through cost saving measures and without having to deeply tap contingency and reserve funds. While the current five-year forecast indicates that the two-year budget balances, the Pandemic has fundamentally changed the City organization and the way we think about doing business. And while the implementation of these cost-cutting measures and organization-wide savings helped get the organization through 2020, staff is anticipating future deficits in the General Fund as expenditures are expected to exceed projected income in future years.

Budget stabilization has been one of the staff's top priorities throughout the Pandemic and this budget process. By employing the strategies described above, the City of Mercer Island can successfully navigate what may be a period of economic recession nationwide, while steadily improving internal operations and the delivery of services.

2021-2022 Adopted Budget

The 2021-2022 Adopted Expenditure Budget for the City of Mercer Island is \$70.1 million in 2021 and \$77.3 million in 2022. This budget includes diverse services, projects, and activities provided by the City of Mercer Island for public safety, quality of life, infrastructure maintenance, 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 \$30.5 million in 2021 and \$32.0 million in 2022. The Water, Sewer, and Storm Water Utilities Funds combined expenditure budgets are \$26.0 million in 2021 and \$31.5 million in 2022. A portion of the utility budget represents unspent dollars slated for capital improvements that have been delayed largely due to the Pandemic.

Significant Budget Issues

Many of the City's long-standing revenue-generating operations remain closed. The Thrift Shop, which supports the City's Youth and Family Services Department, was able to partially open beginning in late summer, but remains unable to fully open due to safety concerns related to the Pandemic. Staff is working with stakeholders on potential scenarios for a phased Thrift Shop re-opening. It is a top priority to safely re-open the Thrift Shop and restore this critical revenue stream.

Recreation programming continues to be significantly impacted by the Pandemic. With the Mercer Island Community and Event Center closed and recreation programs suspended, staff is working on a recovery plan and anticipate presenting a phased re-opening approach for recreation services to the City Council in early 2021.

City Manager's Message

The Community Planning and Development (CPD) Department provides critical services to customers interested or engaged in development activity on Mercer Island. Permit revenues from development activity have fallen out of line with projections going back to 2019. This downward trend accelerated through 2020 due to impacts from the Pandemic. At present, a handful of large development projects are in the pipeline and may move forward, while routine permit applications have slowed. A primary focus for the 2021-2022 biennium is to right-size the CPD Department, revisit cost recovery levels, review building code requirements, and institute new tools to ensure costs are aligned with efficient service delivery.

Budget Process Improvements

We strive to make this budget more understandable and useful. More than simply serving as a spending plan, this document shows how allocated resources will generate services, activities, and projects that will benefit the Mercer Island community for years to come. We made several changes to the process that are worth noting, including streamlining the budget. The budget document itself has been trimmed down, reducing duplicative information, saving resources, and improving readability. Our ultimate goal is to improve financial reporting, and this is the first step.

Conclusion

This 2021-2022 Adopted Budget is a starting point, built on cautious optimism during a time of unprecedented change. It will guide the organization as we work to restore suspended services in a fiscally responsible manner.

I am grateful to the City Council for its leadership and support in the development of this budget. The many residents, businesses, and non-profit organizations that have engaged with the City over the year are to be commended for their time and involvement. To the staff, I remain inspired by your professionalism and commitment to this organization and the Mercer Island community.

Thank you,



Jessi Bon
City Manager
City of Mercer Island

BUDGET OVERVIEW

This section provides an overview of the 2021-2022 Adopted 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:

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 and staffing changes*
5. Utility Rates – *overview of proposed rate increases*
6. City Debt – *purpose and status of City debt*
7. General Fund at a Glance – *high level information about the General Fund*
8. Budget Proposals – *one-time and ongoing options for funding consideration*
9. Fund Summary – *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

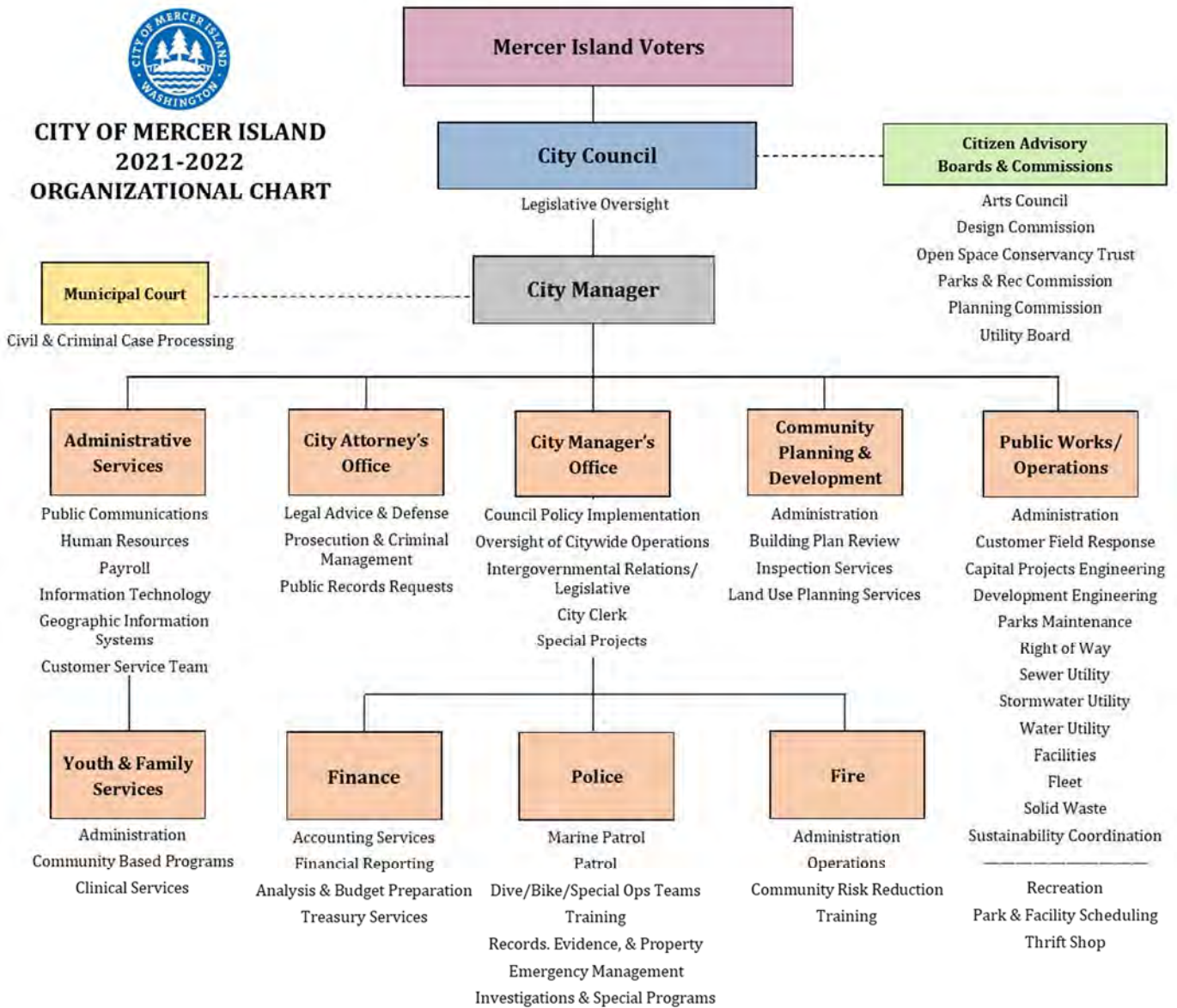
The City of Mercer Island has a Council-Manager form of government. In this form, the City Council, comprised of seven elected members, hires a City Manager to serve as the Chief Executive Officer of the City. The City Manager reports directly to the City Council and implements adopted policies. City 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.

Budget Overview



CITY OF MERCER ISLAND 2021-2022 ORGANIZATIONAL CHART



Budget Strategy

The 2021-2022 Adopted Budget reflects a careful approach to planning for the next biennium. The organizational structure has been modified and staffing levels reduced as compared to prior years yet retains the flexibility to adapt to ongoing changes. The overall budget strategy centers on relatively flat spending while supporting actions that will strengthen the City's financial position. This two-year budget proposal:

- Pays down some of the City's long-term unfunded liabilities.
- Maintains core municipal services and supports ongoing emergency response efforts.
- Re-organizes City departments for more effective and efficient service delivery.
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- Avoids new tax proposals, layoffs, and furloughs.
- Makes strategic investments that keep pace with the organization and community's evolving needs.
- Establishes new best practices for implementing capital improvements.
- Reinvests in the maintenance of the City's critical infrastructure.
- Emphasizes the ongoing need for recovery planning for services impacted by the Pandemic.

This 2021-2022 Adopted Budget achieves a combination of cost saving measures totaling 9.8% of the General Fund budget in fiscal year 2021 and 0.45% in fiscal year 2022, as compared to 2020. This includes a combination of changes in the delivery of City services and a re-organization of City operations.

COVID-19 Pandemic Financial Impacts

May through September of 2020, the City Council directed staff to implement financial changes to mitigate the impacts of the Pandemic that included:

- Cost saving measures to protect City resources.
- Strategic use of the City's contingency and reserve funds.
- Use of Federal and State funds to sustain the emergency response.
- Utilization of gap funding to support modified service delivery.

All City services and operations were impacted by the Pandemic and recovery work is anticipated to be ongoing during the 2021-2022 biennium.

Long-Term Financial Forecast

The City's Biennial Budget is informed by a five-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 a number of factors that influence the City's anticipated revenues and expenses, particularly impacts of potential recession conditions and extended restrictions on City operations due to the Pandemic.

The five-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

Budget Snapshot

Total Revenues

For 2021 and 2022, the City's total budgeted revenues amount to nearly \$72.3 million and \$80.9 million, respectively. These totals include the use of beginning fund balances to cover planned expenditures in 2021-2022 (mostly for capital projects and vehicle/equipment replacements). The remaining fund balances are not budgeted to be spent in 2021-2022 but are reserved for various purposes (e.g., operating reserve and capital projects after 2022).

2019-2022 Revenues, All Funds

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues						
Budgeted						
Use of Fund Balance	\$ 2,494,505	\$ 16,485,455	\$ 6,701,967	\$ 7,853,574	-59.3%	17.2%
Property Tax	13,751,926	13,934,732	14,232,110	13,776,155	2.1%	-3.2%
Sales Tax	5,257,123	4,829,043	4,824,770	5,064,510	-0.1%	5.0%
Business & Utility Tax	4,864,885	4,846,612	5,243,140	5,213,950	8.2%	-0.6%
Real Estate Excise Tax	3,558,523	3,685,675	3,777,816	3,872,262	2.5%	2.5%
Shared Revenue	3,060,307	3,533,075	2,930,074	4,012,480	-17.1%	36.9%
Utility Overhead	668,759	751,222	792,835	806,724	5.5%	1.8%
Charge for Service	26,420,879	23,616,152	25,085,637	31,455,263	6.2%	25.4%
License & Permits	3,298,929	2,861,074	3,313,450	3,033,400	15.8%	-8.5%
Municipal Court Revenue	263,083	214,604	262,600	257,400	22.4%	-2.0%
Other Resources	2,770,361	2,331,718	2,710,059	2,683,680	16.2%	-1.0%
Interest	1,274,712	662,905	568,900	572,300	-14.2%	0.6%
Interfund Transfers In	2,707,457	1,201,700	1,868,137	2,339,662	55.5%	25.2%
Total Budgeted Revenues	70,391,446	78,953,967	72,311,495	80,941,359	-8.4%	11.9%
Not Budgeted						
Beginning Fund Balance	47,738,718	37,400,623	31,967,280	26,330,531	-14.5%	-17.6%
TOTAL REVENUES	\$ 118,130,164	\$ 116,354,590	\$ 104,278,775	\$ 107,271,890	-10.4%	2.9%

Budget Overview

Total Expenditures

For 2021 and 2022, the City's total budgeted expenditures amount to \$70.1 million and \$77.3 million respectively, which are accounted for in 19 different funds. The *Recap by Fund* section of the budget provides summary level information on the revenues, expenditures, and fund balances for each fund.

2019-2022 Expenditures, All Funds

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries & Wages	\$22,321,982	\$22,164,503	\$20,469,143	\$21,112,589	-7.6%	3.1%
Benefits	8,324,166	8,424,497	8,136,418	8,551,420	-3.4%	5.1%
Supplies	1,587,866	1,959,190	1,326,547	1,328,547	-32.3%	0.2%
Contractual Services	6,330,647	11,841,599	4,174,892	4,063,840	-64.7%	-2.7%
Communications	258,925	293,530	299,215	300,230	1.9%	0.3%
Equipment Rental	2,085,285	1,823,182	2,239,569	2,262,703	22.8%	1.0%
Insurance	1,030,411	974,229	885,250	931,130	-9.1%	5.2%
Utilities	855,659	910,787	900,602	935,189	-1.1%	3.8%
Other Services & Charges	2,074,553	2,058,415	2,271,581	2,189,954	10.4%	-3.6%
Intergovernmental	1,271,256	1,274,623	1,189,894	1,257,350	-6.6%	5.7%
Water/Sewer Treatment	6,719,803	6,938,624	7,383,506	7,727,086	6.4%	4.7%
Capital	6,470,461	15,253,302	16,135,699	21,611,161	5.8%	33.9%
Bond Redemption	2,193,255	2,494,642	2,814,217	2,726,491	12.8%	-3.1%
Interfund Transfers	2,719,816	1,274,221	1,868,137	2,339,662	46.6%	25.2%
Total Budgeted Expenditures	64,244,086	77,685,343	70,094,669	77,337,352	-9.8%	10.3%
Not Budgeted						
Ending Fund Balance	53,886,078	38,669,247	34,184,105	29,934,539	-11.6%	-12.4%
TOTAL EXPENDITURES	\$118,130,164	\$116,354,590	\$104,278,775	\$107,271,890	-10.4%	2.9%

Budget Overview

Fund Summary

Total revenues and total expenditures by fund for the period 2019-2022 are summarized in the tables below.

Summary of Revenues by Fund for 2019-2022

Fund No.	Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
001	General Fund	\$ 32,411,525	\$ 31,200,233	\$ 31,011,781	\$ 32,295,187
037	Self Insurance Fund	-	10,000	60,000	10,000
061	Youth Service Endowment Fund	7,373	3,500	5,000	5,000
Subtotal General Purpose Funds		\$ 32,418,898	\$ 31,213,733	\$ 31,076,781	\$ 32,310,187
104	Street Fund	\$ 2,991,222	\$ 3,987,471	\$ 3,781,817	\$ 4,143,618
130	Contingency Fund	1,245,336	978,474	260,300	261,800
140	1% For the Arts Fund	18,403	31,465	17,000	17,000
160	Youth and Family Services Fund	3,106,656	2,559,293	2,193,182	2,142,962
Subtotal Special Revenue Funds		\$ 7,361,617	\$ 7,556,703	\$ 6,252,299	\$ 6,565,380
208	Bond Redemptiion (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	841,800	839,700	847,200	234,100
Subtotal Debt Service Funds		\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100
342	Town Center Parking Facilities	\$ 2,454,262	\$ 358,875	\$ -	\$ -
343	Capital Improvement Fund	2,687,898	4,798,011	3,590,573	4,228,583
345	Technology and Equipment Fund	436,951	575,894	362,500	360,500
350	Capital Reserve Fund	-	-	-	-
Subtotal Capital Funds		\$ 5,579,111	\$ 5,732,780	\$ 3,953,073	\$ 4,589,083
402	Water Fund	\$ 9,008,728	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992
426	Sewer Fund	9,996,145	12,589,523	10,950,027	13,486,100
432	Storm Water Fund	2,176,149	3,826,029	2,756,580	2,987,833
Subtotal Enterprise Funds		\$ 21,181,022	\$ 30,208,239	\$ 26,023,980	\$ 33,484,925
503	Equipment Rental Fund	\$ 1,875,508	\$ 1,957,252	\$ 2,737,510	\$ 2,225,162
520	Computer Equipment Fund	1,048,819	1,351,560	1,247,342	1,358,313
Subtotal Internal Service Funds		\$ 2,924,327	\$ 3,308,812	\$ 3,984,852	\$ 3,583,475
606	Firefighters Pension Fund	\$ 84,671	\$ 94,000	\$ 173,310	\$ 174,210
Subtotal Trust Funds		\$ 84,671	\$ 94,000	\$ 173,310	\$ 174,210
TOTAL REVENUES		\$ 70,391,446	\$ 78,953,967	\$ 72,311,495	\$ 80,941,359

Budget Overview

Summary of Expenditures by Fund for 2019-2022

Fund No.	Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
001	General Fund	\$ 31,250,600	\$ 30,527,539	\$ 30,533,485	\$ 31,987,897
037	Self Insurance Fund	-	10,000	60,000	10,000
061	Youth Service Endowment Fund	3,500	3,500	5,000	5,000
Subtotal General Purpose Funds		\$ 31,254,100	\$ 30,541,039	\$ 30,598,485	\$ 32,002,897
104	Street Fund	\$ 2,991,222	\$ 3,987,471	\$ 3,366,531	\$ 4,045,768
130	Contingency Fund	1,245,336	657,900	-	-
140	1% For the Arts Fund	14,056	29,465	15,000	15,000
160	Youth and Family Services Fund	2,968,982	2,557,498	2,178,182	2,127,962
Subtotal Special Revenue Funds		\$ 7,219,596	\$ 7,232,334	\$ 5,559,713	\$ 6,188,730
208	Bond Redemption (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	841,800	839,700	847,200	234,100
Subtotal Debt Service Funds		\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100
342	Town Center Parking Facilities	\$ 2,454,262	\$ 358,875	\$ -	\$ -
343	Capital Improvement Fund	1,820,976	4,699,223	3,590,573	4,228,583
345	Technology and Equipment Fund	340,874	575,894	287,560	234,500
350	Capital Reserve Fund	-	-	-	-
Subtotal Capital Project Funds		\$ 4,616,112	\$ 5,633,992	\$ 3,878,133	\$ 4,463,083
402	Water Fund	\$ 6,656,937	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992
426	Sewer Fund	9,456,944	12,589,523	10,950,027	11,543,961
432	Storm Water Fund	1,844,400	3,826,029	2,756,580	2,987,833
Subtotal Enterprise Funds		\$ 17,958,282	\$ 30,208,238	\$ 26,023,980	\$ 31,542,786
503	Equipment Rental Fund	\$ 1,353,945	\$ 1,957,252	\$ 2,043,931	\$ 1,647,322
520	Computer Equipment Fund	915,580	1,178,788	1,060,228	1,171,434
Subtotal Internal Service Funds		\$ 2,269,525	\$ 3,136,040	\$ 3,104,159	\$ 2,818,756
606	Firefighters Pension Fund	\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000
Subtotal Trust Funds		\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000
TOTAL EXPENDITURES		\$ 64,244,086	\$ 77,685,343	\$ 70,094,669	\$ 77,337,352

Budget Overview

Staffing

The following two charts show the number of Full Time Equivalent (FTEs) and Limited Term Equivalent (LTEs) positions in 2015-2022 and by fund in 2019-2022. 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 changing the approach to 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. Going forward, 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)	2015	2016	2017	2018	2019	2020	2021	2022
Administrative Services						3.00	4.10	4.10
Human Resources	3.00	3.00	3.00	3.00	3.00	3.00	3.25	3.25
Information & Geographical Svcs	6.00	6.00	6.00	7.00	7.00	7.00	6.15	6.15
City Attorney's Office	3.00	3.00	3.30	3.30	3.30	3.30	2.30	2.30
City Manager's Office	5.00	5.00	4.70	4.70	5.00	3.00	3.20	3.20
Community Planning & Development	19.00	20.00	20.00	21.00	20.40	20.40	16.00	16.00
Finance	7.00	7.00	7.00	7.00	7.00	7.00	7.00	8.00
Fire	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00
Municipal Court	3.45	3.45	3.45	3.45	3.30	3.30	3.30	3.30
Police	36.00	36.00	35.00	35.00	35.50	35.50	35.50	37.50
Public Works								
Capital and Engineering	5.00	5.00	5.00	5.00	5.00	5.00	16.40	16.40
Support Services/Administration	8.00	8.00	8.00	8.00	8.00	8.00	11.40	11.40
Right of Way	4.50	4.50	4.50	4.50	4.50	4.50	5.00	5.00
Utilities	13.50	16.50	16.50	16.50	16.50	16.50	18.85	18.85
Park Maintenance							9.95	9.95
Parks & Recreation (Transition Team)	27.75	27.75	29.75	29.75	25.75	25.75	0.75	0.75
Youth & Family Services	15.50	16.33	16.33	16.46	15.63	14.68	11.27	11.27
Total FTEs	188.7	193.5	194.5	196.7	191.9	191.9	186.4	189.4
Limited Term Equivalents (LTEs)	2015	2016	2017	2018	2019	2020	2021	2022
City Manager / Non-Departmental	-	-	-	0.50	0.50	0.50	-	-
Community Planning & Development	2.00	2.00	3.50	3.50	4.50	4.50	1.00	1.00
Information & Geographical Svcs	1.00	1.00	1.00	1.00	-	-	-	-
Public Works	2.00	2.00	2.10	2.10	1.80	1.80	-	-
Parks & Recreation (Transition Team)	0.75	0.75	1.25	1.25	3.05	3.05	2.00	-
Youth & Family Services	5.00	5.50	5.50	7.20	11.24	13.24	1.60	1.60
Total LTEs	10.8	11.3	13.4	15.6	21.1	23.1	4.6	2.6
Total FTEs & LTEs	199.5	204.8	207.9	212.2	213.0	215.0	191.0	192.0

FTEs & LTEs by Fund

Fund	2019	2020	2021	2022
General Fund - 001	146.16	147.16	130.75	131.25
Street Fund - 104	3.65	3.65	4.80	4.80
YFS Fund - 160	25.10	26.10	10.97	10.97
Capital Improvement Fund - 343	1.80	1.80	2.25	2.25
Water Fund - 402	12.31	12.35	15.30	15.50
Sewer Fund - 426	11.30	11.30	12.35	12.55
Storm Water Fund - 432	7.35	7.35	7.35	7.45
Equipment Rental Fund - 503	1.30	1.30	1.20	1.20
Computer Equipment Fund - 520	4.00	4.00	4.15	4.15
YFS Federal Grant			1.90	1.90
Total	213.0	215.0	191.0	192.0

The adopted changes to the City's FTEs and LTEs in 2021-2022 are summarized below and further described in the *Operating Budget by Department* section of the budget:

- Eliminate Assistant City Attorney (1.0 FTE Decrease) in 2021, replace with contract services
- Add Call Center Supervisor (1.0 FTE Increase) in 2021
- Add Call Center Representative (1.0 FTE Increase) in 2021
- Restore Permit Technician (0.5 FTE Increase) and combine with (new) Call Center Representative (0.5 FTE) to create one position in 2021
- Restore Planner (1.0 FTE Increase) in 2021
- Reduce Sr. Plans Examiner (0.5 FTE decrease) and combine with 0.5 FTE City Manager's Office Sr. Policy Analyst to create one position
- Restore Parks Maintenance Foreman (1.0 FTE Increase) in 2021
- Add Cityworks Coordinator (1.0 FTE Increase) in 2021
- Add Deputy Public Works Director (1.0 FTE Increase) in 2021
- Add Public Works Custodians (2.0 FTE Increase) in 2021; eliminate custodial services contract
- Add Support Services Manager (1.0 FTE Increase) in 2021
- Add three CIP Project Managers (3.0 FTE Increase) in 2021
- Add Public Works Development Engineer (1.0 FTE Increase) in 2021
- Add Recreation Transition Team Manager and Coordinators (2.0 LTE and 0.75 FTE)
- Continue YFS Programs Assistant (0.5 FTE Increase) in 2021
- Add HYI Prevention Specialist (0.8 LTE Increase) in 2021; funded by grant monies
- Add an Economic Development Coordinator (1.0 LTE Increase) for 2021-2022
- Add a Financial Analyst (1.0 FTE Increase) in 2022
- Add a Sustainability Program Manager (1.0 FTE Increase) in 2021
- Add two Patrol Officers (2.0 FTE Increase) in 2022

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 of time (1-3 months, 6 months, or 9 months). The

Budget Overview

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 2020 actual, 2021 adopted, and 2022 proposed bi-monthly utility charges for water, sewer, storm water, and Emergency Medical Services (EMS) are broken down in the table below (excluding utility taxes, which are a General Fund revenue source) for a typical single family residential customer.

Utility Rate Component	2019 Adopted	2020 Adopted	2021 Adopted	2022 Proposed	\$ Change 2021	\$ Change 2022	% Change 2021	% Change 2022
Water	\$117	\$125	\$132	\$139	\$6.57	\$6.91	5.25%	5.25%
Sewer Maintenance (City)	\$84	\$90	\$94	\$98	\$3.61	\$3.75	4.00%	4.00%
Sewer Treatment (King County)	\$88	\$91	\$95	\$99	\$4.08	\$4.26	4.50%	4.50%
Storm Water	\$35	\$36	\$38	\$40	\$1.97	\$2.08	5.50%	5.50%
EMS (estimate)	\$9	\$10	\$10	\$10	\$0.17	\$0.17	1.78%	1.78%
Total	\$334	\$351	\$368	\$385	\$16.39	\$17.18	4.7%	4.7%

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 total principal outstanding on the refunded bonds at the end of 2022 will be \$140,000.

- **2009 LTGO South Mercer Playfields**

In 2009, the City issued \$1.0 million in LTGO bonds to fund capital improvements at the South Mercer Playfields. To save on interest costs, this bond issue was refunded in 2017. The total principal on the refunded bonds will be repaid at the end of 2022.

- **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 2022 will be \$3,960,000.

- **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 2022 will be \$735,000.

- **2012 Fire Apparatus Lease (Velocity Pumper)**

In 2012, the City Council authorized the purchase of a Velocity Pumper Fire Truck from Pierce Manufacturing through a 10-year lease purchase financing agreement with Municipal Asset Management for \$619,547. The total principal will be repaid by the end of 2022.

- **2013 LTGO Fire Station Construction and Fire Rescue Truck**

In 2013, the City issued \$4.94 million in LTGO bonds to fund the replacement of Fire Station 92 and a Fire Rescue Truck. The annual debt service is being funded by a 9-year levy lid lift approved by voters on November 6, 2012. The total principal will be repaid by the end of 2021.

- **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 total principal outstanding at the end of 2022 will be \$82,419.

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

In 2018, the City Council authorized the purchase of an Enforcer Pumper Fire Truck from Pierce

Budget Overview

Manufacturing through a 9-year lease purchase financing agreement with Municipal Asset Management for \$732,778. The total principal outstanding at the end of 2022 will be \$435,358.

- **PROPOSED: 2022 SCADA Project**

In 2022, staff recommends the City Council authorize the issuance of limited tax general obligation of \$6 million (\$3.5 million to be repaid by the Water Fund and \$2.5 million to be repaid Sewer Fund) to support the Supervisory Control and Data Acquisition (SCADA) System. Water and sewer management equipment and software are obsolete and no longer available or supported by the manufacturer. This infrastructure provides system critical information and communication between sewer pump stations, the water reservoir, and the Public Works facility. Replacement of the system is included in the utilities Capital Improvement Plan through 2023. The cost will be shared by the Water and Sewer utilities.

Public Work Trust Fund Loans

In addition to the above debt, the City will have one long-term loan outstanding at the end of 2022, with \$1,611,028 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 (1% interest) administered through the State of Washington Department of Community Development. 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.

Schedule of Outstanding Debt

Description (\$ in thousands)	Date Issued	Original Amount	Balance Outstanding January 2021	2021 Debt Payments	2022 Debt Payments	Balance Outstanding December 31, 2022
Non-Voted Debt:						
2011 LTGO First Hill Water Improvements	03/23/11	\$1,500	\$885	\$75	\$75	\$735
2013 Refunding (CCMV Construction)	02/06/13	1,140	405	130	135	140
2013 LTGO Fire Construction & Equipment	02/06/13	4,940	605	605	0	0
2017 REFUNDING LTGO S Mercer Playfields	08/17/17	335	175	85	90	0
2017 REFUNDING LTGO Sewer Lake Line	08/17/17	5,870	4,930	480	490	3,960
Total Non-Voter Approved		\$13,785	\$7,000	\$1,375	\$790	\$4,835
Voted Debt:						
Total Voter Approved		\$0	\$0	\$0	\$0	\$0
Lease Obligations						
2012 Fire Velocity Pumper	06/01/12	620	136	67	69	0
2015 Fire Mini Pumper	06/01/15	341	161	39	40	82
2018 Pierce Enforcer Pumper	04/19/18	733	589	76	78	435
Total Lease Obligation		\$1,694	\$886	\$182	\$187	\$518
Public Works Trust Fund Loans						
Sewer Lake Line Loan	1/31/2005	6,650	2,417	403	403	1,611
Total Public Works Trust Fund Loan		\$6,650	\$2,417	\$403	\$403	\$1,611
Total Outstanding Debt		\$22,129	\$10,303	\$1,959	\$1,380	\$6,964

General Fund at a Glance

Fiscal Year 2021 Adopted General Fund

Revenues **\$31.01 million#**
Expenditures **\$30.53 million#**

Fiscal year 2021 General Fund revenues are projected to be \$31.01 million, which is \$188,000, or -0.6% less than the fiscal year 2020 estimated actuals, reflecting three rounds of cost saving measures implemented over the course of the 2020 fiscal year.

The City receives its General Fund revenues from a variety of revenue sources. Property Taxes, which account for 41.9% of revenues in 2021, are the largest revenue source by a wide margin at \$12.98 million. Business & Utility Taxes and Sales Tax are the second and third largest sources at \$5.24 million and \$4.79 million, or 17% and 15.5% of total revenues, respectively.

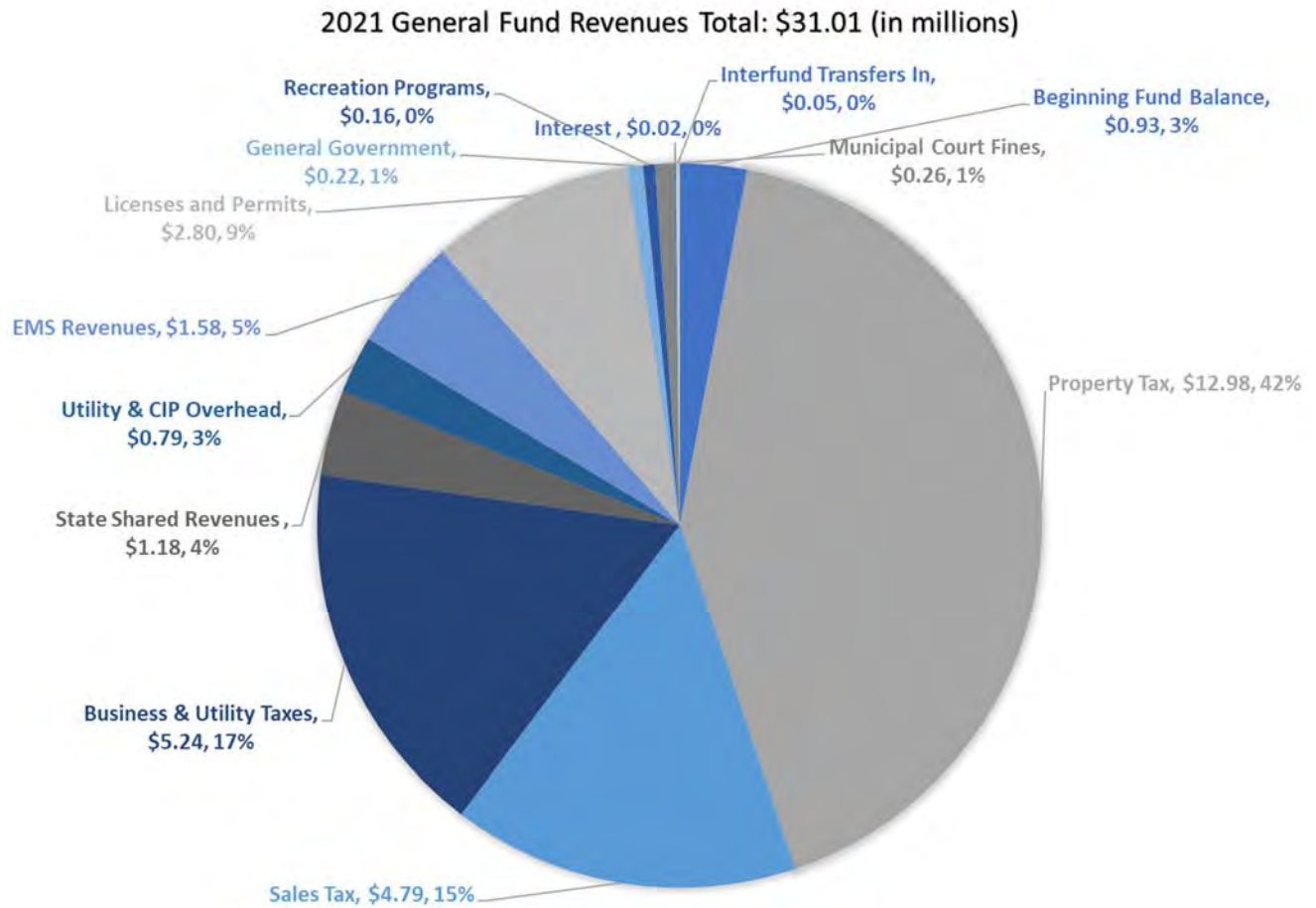
EXPENDITURES	
Description	2021 Budget
Administrative Services	\$ 478,523
Human Resources	747,009
Information & Geographic Services	157,849
City Attorney's Office	743,450
City Council	47,375
City Manager's Office	963,104
Community Planning & Development	3,066,731
Finance	944,767
Fire and EMS	6,988,873
Municipal Court	473,078
Non-Departmental	3,248,546
Public Works/Operations	4,564,217
Parks and Recreation	727,553
Police	7,382,410
Total Budgeted Expenditures	\$ 30,533,485

General fund expenditures for fiscal year 2021 are projected at \$30.53 million. Salaries & Wages and Benefits collectively account for 70.6%, or \$21.57 million, of total expenditures.

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

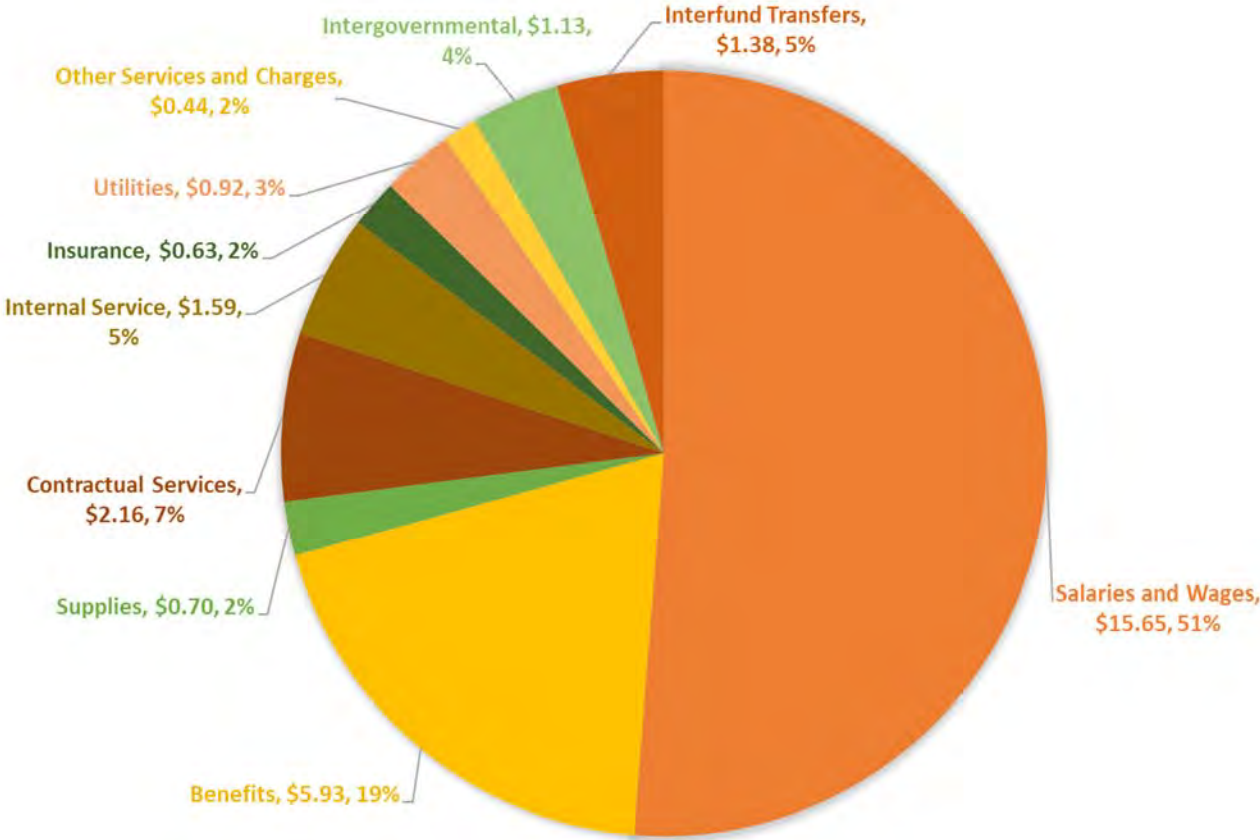
Budget Overview

Where does the money come from?



Where does the money go?

2021 General Fund Expenses Total: \$30.53 (in millions)



Budget Overview

Fiscal Year 2022 Adopted General Fund

Revenues	\$32.30 million
Expenditures	\$31.99 million

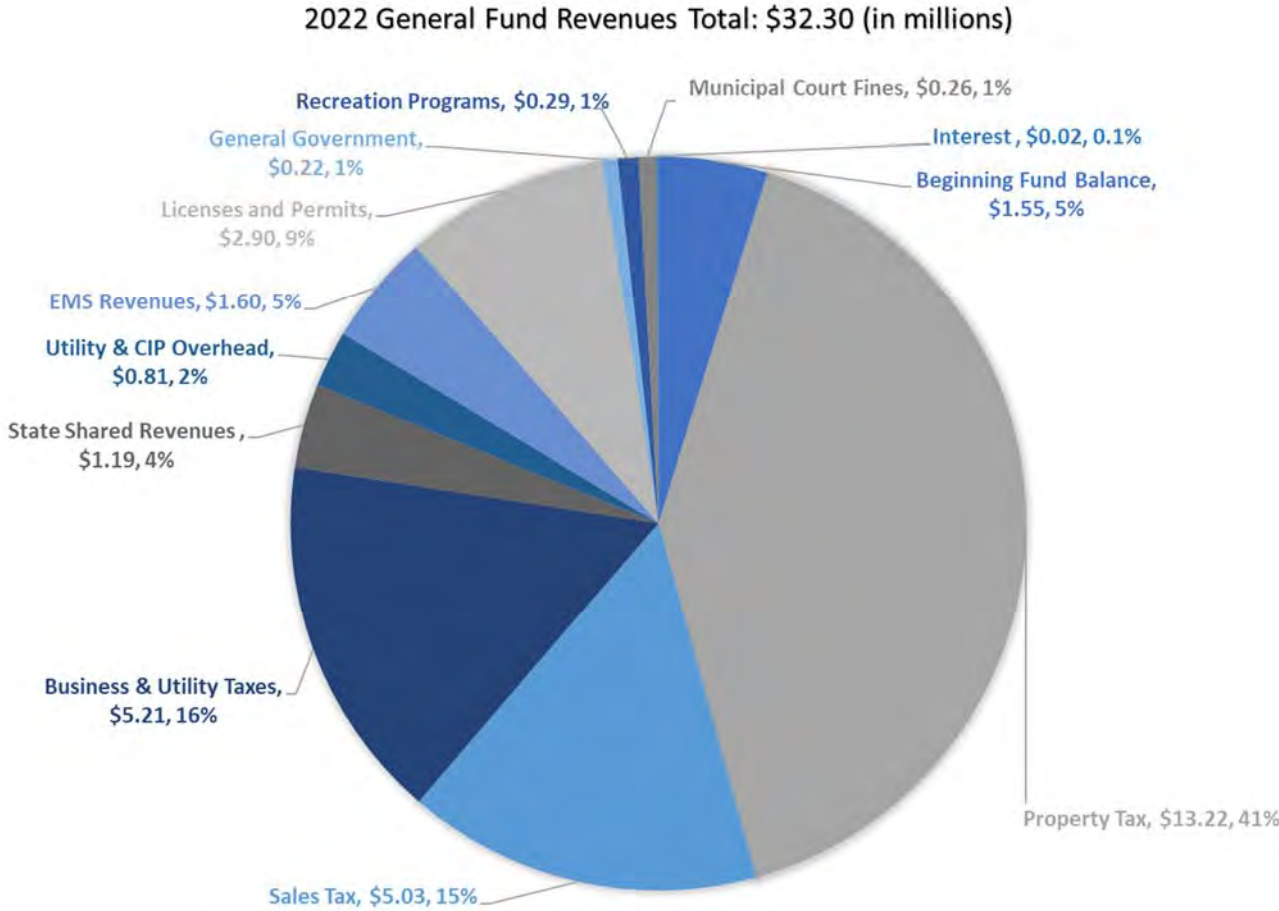
Fiscal year 2022 General Fund revenues are projected to be \$32.30 million, or 4.1% above fiscal year 2021, primarily due to an expected increase in Property Tax, Sales Tax, and Recreation Program revenues.

The General Fund expenditure budget for 2022 is \$31.99 million. General Fund expenditures increase \$1.45 million, or 4.8% compared to the 2021 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	2022 Budget
Administrative Services	\$ 489,438
Human Resources	583,410
Information & Geographic Services	163,517
City Attorney's Office	758,528
City Council	37,875
City Manager's Office	904,734
Community Planning & Development	3,231,337
Finance	1,058,817
Fire and EMS	7,200,781
Municipal Court	484,370
Non-Departmental	4,002,322
Public Works/Operations	4,694,081
Parks and Recreation	431,311
Police	7,947,376
Total Budgeted Expenditures	\$ 31,987,897

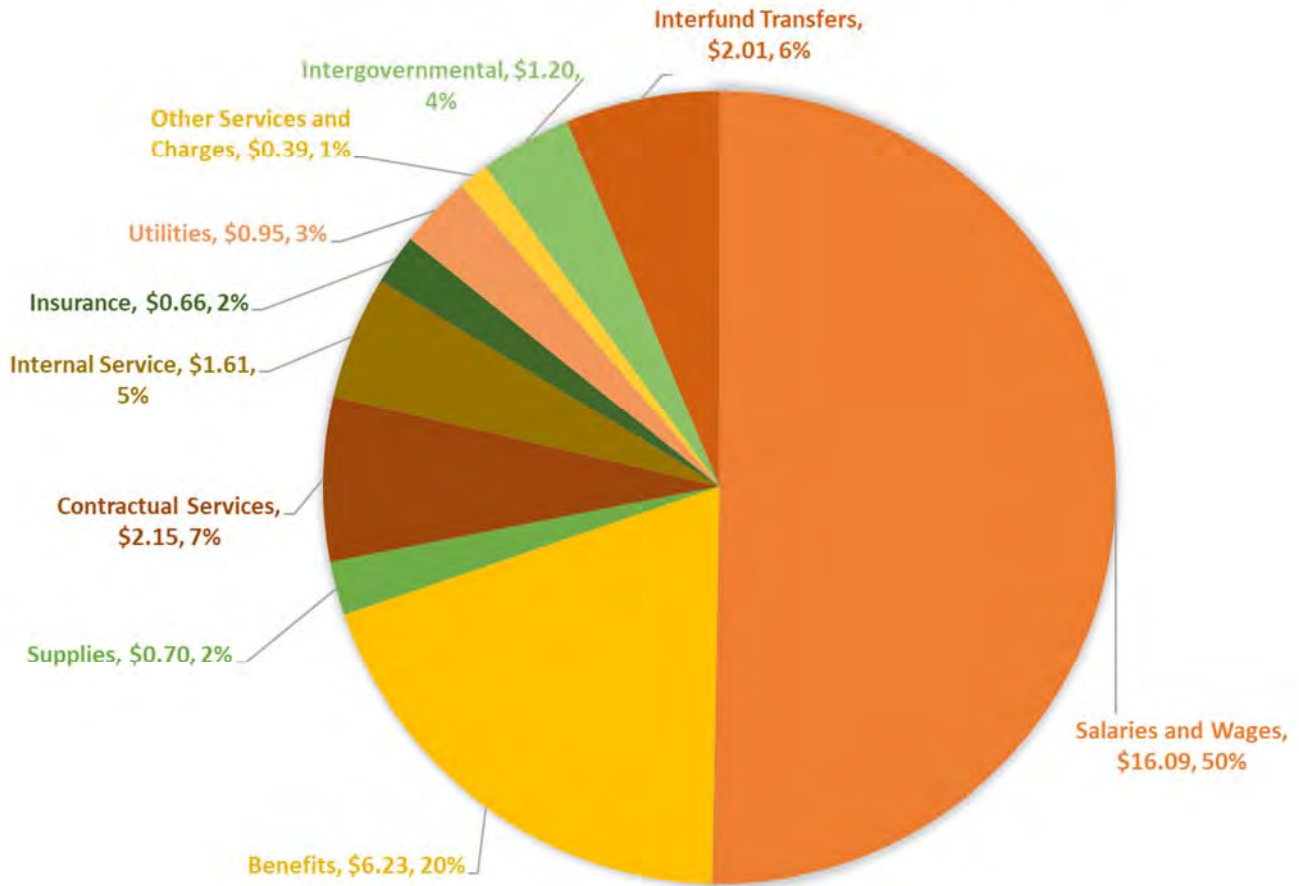
Where does the money come from?



Budget Overview

Where does the money go?

2022 General Fund Expenses Total: \$31.99 (in millions)



Budget Proposals

The 2021-2022 Adopted Budget includes several budget proposals the City Council reviewed and determined which to prioritize and fund. Budget proposals were grouped into two categories:

- One-time funding requests are typically associated with a special project of a limited duration; and,
- Ongoing funding requests are tied to proposed new staff positions or an expenditure that is ongoing.

The table on the next page shows all budget proposals by fund and department.

Budget Overview

BUDGET PROPOSALS					
Authorized by City Council?	Description	One-Time Cost		Ongoing Cost	
		2021	2022	2021	2022
GENERAL FUND					
Administrative Services					
Yes	Classification & Compensation study	\$ 60,000	\$ -	\$ -	\$ -
Yes	Cultural Competency Training	20,000	20,000	-	-
Yes	Municipal Court Services Study	20,000	-	-	-
Yes	Biennial Public Opinion Survey	-	20,000	-	-
Community Planning & Development					
Yes	Economic Development (1.0 LTE)	119,527	122,562	-	-
Yes	Town Center Retail Analysis and Code Update	50,000	-	-	-
No	Housing Action Plan	150,000	-	-	-
Yes	Housing Needs Assessment	30,000	-	-	-
Yes	Transportation, Fire and Parks Impact Fee Study	-	125,000	-	-
Yes	Senior Policy Analyst (1.0 FTE)	-	-	75,783	138,469
Finance					
Yes	ERP Financial Software Purchase & Implementation	65,500	98,250	-	-
Yes	Financial Analyst (0.50 FTE)	-	-	-	54,953
Fire Department					
No	Fire Services Request for Proposal	80,000	-	-	-
Yes	Mobile Integrated Health (MIH) Program	-	-	108,000	110,000
Yes	King County ALS/EMS Levy	-	-	(108,000)	(110,000)
Non-Departmental					
Yes	Reserve for Recreation & MICEC	400,000	-	-	400,000
Yes	Increase LEOFFI Long Term Care Reserve	200,000	200,000	-	-
Yes	Soil Remediation and Site Characterization	148,000	55,500	-	-
Yes	Youth & Family Services Funding	102,787	856,762	-	-
Yes	ADA Transition Plan	100,000	150,000	-	-
Yes	Transfer to Firefighter Pension Fund	100,000	100,000	-	-
Yes	Reserve for Thrift Shop Startup	100,000	-	-	-
Yes	Election Costs	55,000	-	-	-
Yes	Town Center Parking Study Funding	40,000	-	-	-
Yes	Chamber of Commerce Support	14,400	-	-	-
Yes	Public Camping & Shelter Support	-	-	10,000	10,000
Police					
Yes	Patrol Officers (2.0 FTE)	-	-	-	240,502
Public Works:					
Yes	Reinstate Park Maint Casual Labor	-	-	263,224	274,346
Yes	Town Center Beautification	-	-	60,000	60,000
Yes	Sustainability Program Manager (0.25 FTE)	-	-	35,551	36,423
Yes	Farmers Market Support	-	-	20,000	20,000
Subtotal General Fund		1,855,214	1,748,074	464,559	1,234,692
UTILITY FUNDS (Water, Sewer & Storm Water Funds)					
Finance:					
Yes	Financial Analyst (0.50 FTE)	-	-	-	54,953
Yes	ERP Financial Software Purchase & Implementation	34,500	51,750	-	-
Public Works:					
Yes	Sustainability Program Manager (0.25 FTE)	-	-	106,654	109,268
Yes	Utility Locate Services	-	-	60,000	60,000
Subtotal Utility Funds		34,500	51,750	166,654	224,221
YOUTH & FAMILY SERVICES FUND					
Youth & Family Services Department					
Yes	Diversity, Equity and Inclusion Training	-	-	5,000	5,000
Subtotal YFS Fund		-	-	5,000	5,000
Total Budget Proposals		\$ 1,889,714	\$ 1,799,824	\$ 636,212	\$ 1,463,913

Budget Overview

2021-2022 All Fund Summary with Fund Balance

The 2021-2022 budget summary table 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)		2021 Estimated Beginning Fund Balance	2021-2022 Proposed Revenues	2021-2022 Proposed Expenditures	Estimated Ending 2022 Fund Balance	Budgeted Incr. (Decr.) in Fund Balance
General Purpose Funds	001 - General	6,924	63,307	62,521	5,237	(1,688)
	037 - Self-Insurance Claim Reserve	110	70	70	60	(50)
	061 - Youth Services Endowment Fund	291	10	10	291	0
	General Purpose Funds Subtotal	7,325	63,387	62,601	5,587	(1,738)
Special Revenue Funds	104 - Street Fund	2,933	7,925	7,412	3,446	513
	112 - Criminal Justice Fund	0	0	0	0	0
	130 - Contingency Fund ¹	3,792	522	0	4,314	522
	140 - 1% for the Arts Fund	165	34	30	169	4
	160 - Youth and Family Services Fund	102	4,336	4,306	130	28
Special Revenue Funds Subtotal	6,992	12,818	11,748	8,059	1,067	
Debt Service	208 - Bond Redemption Fund - Voted	19	0	0	19	0
	239 - Bond Redemption Fund - Non-Voted	5	1,081	1,081	5	0
	Debt Service Funds Subtotal	24	1,081	1,081	24	0
Capital Funds	342 - Town Center Parking Facilities Fund	492	0	0	492	0
	343 - Capital Improvement Fund	2,490	7,819	7,819	1,591	(899)
	345 - Technology & Equipment Fund	278	723	522	479	201
	350 - Capital Reserve Fund	170	0	0	170	0
	Capital Project Funds Subtotal	3,431	8,542	8,341	2,732	(698)
Enterprise Funds	402 - Water Fund	9,550	29,328	29,328	1,963	(7,586)
	426 - Sewer Fund	3,618	24,436	22,494	5,152	1,533
	432 - Storm Water Fund	3,195	5,744	5,744	2,091	(1,104)
	Enterprise Funds Subtotal	16,363	59,509	57,567	9,206	(7,158)
Internal Service Funds	503 - Equipment Rental Fund	3,295	4,963	3,691	2,848	(447)
	520 - Computer Equipment Fund	383	2,606	2,232	444	61
	Internal Service Funds Subtotal	3,678	7,568	5,923	3,292	(386)
Trust Funds	606 - Firefighter's Pension Fund	857	348	170	1,034	178
	Trust Funds	857	348	170	1,034	178
All Funds Totals		\$38,669	\$153,253	\$147,432	\$29,935	(\$8,735)

¹ Contingency Fund Balance is 7% of total General Fund expenditure budget.

² Differences may occur due to rounding.

2021-2022 Biennial Budget

Section B

Recap by Fund



Adopted Budget

Section B. Recap By Fund

Table of Contents

Fund #	Fund Name	Page #
Summary Information		
	Comparative Actual and Budgeted Revenues (2019-2022)	B-1
	Comparative Actual and Budgeted Expenditures (2019-2022).....	B-2
General Purpose Funds		
001	General Fund.....	B-3
037	Self-Insurance Claim Reserve	B-5
061	Youth Services Endowment Fund.....	B-6
Special Revenue Funds		
104	Street Fund.....	B-7
130	Contingency Fund.....	B-9
140	1% for the Arts Fund	B-10
160	Youth & Family Services Fund	B-11
Debt Service Funds		
208	Bond Redemption Fund – Voted	B-13
239	Bond Redemption Fund – Non-Voted	B-15
Capital Project Funds		
342	Town Center Parking Facilities Fund.....	B-16
343	Capital Improvement Fund.....	B-18
345	Technology & Equipment Fund	B-20
350	Capital Reserve Fund.....	B-22
Enterprise Funds		
402	Water Fund.....	B-23
426	Sewer Fund	B-25
432	Storm Water Fund.....	B-27
Internal Service Funds		
503	Equipment Rental Fund	B-29
520	Computer Equipment Fund.....	B-31
Trust Funds		
606	Firefighter’s Pension Fund	B-33

SUMMARY

Comparative Actual and Budgeted Revenues Summary for All Funds 2019–2022

Fund No.	Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
001	General Fund	\$ 32,411,525	\$ 31,200,233	\$ 31,011,781	\$ 32,295,187
037	Self Insurance Fund	-	10,000	60,000	10,000
061	Youth Service Endowment Fund	7,373	3,500	5,000	5,000
Subtotal General Purpose Funds		\$ 32,418,898	\$31,213,733	\$31,076,781	\$ 32,310,187
104	Street Fund	\$ 2,991,222	\$ 3,987,471	\$ 3,781,817	\$ 4,143,618
130	Contingency Fund	1,245,336	978,474	260,300	261,800
140	1% For the Arts Fund	18,403	31,465	17,000	17,000
160	Youth and Family Services Fund	3,106,656	2,559,293	2,193,182	2,142,962
Subtotal Special Revenue Funds		\$ 7,361,617	\$ 7,556,703	\$ 6,252,299	\$ 6,565,380
208	Bond Redemptiion (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	841,800	839,700	847,200	234,100
Subtotal Debt Service Funds		\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100
342	Town Center Parking Facilities	\$ 2,454,262	\$ 358,875	\$ -	\$ -
343	Capital Improvement Fund	2,687,898	4,798,011	3,590,573	4,228,583
345	Technology and Equipment Fund	436,951	575,894	362,500	360,500
350	Capital Reserve Fund	-	-	-	-
Subtotal Capital Funds		\$ 5,579,111	\$ 5,732,780	\$ 3,953,073	\$ 4,589,083
402	Water Fund	\$ 9,008,728	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992
426	Sewer Fund	9,996,145	12,589,523	10,950,027	13,486,100
432	Storm Water Fund	2,176,149	3,826,029	2,756,580	2,987,833
Subtotal Enterprise Funds		\$ 21,181,022	\$30,208,239	\$26,023,980	\$ 33,484,925
503	Equipment Rental Fund	\$ 1,875,508	\$ 1,957,252	\$ 2,737,510	\$ 2,225,162
520	Computer Equipment Fund	1,048,819	1,351,560	1,247,342	1,358,313
Subtotal Internal Service Funds		\$ 2,924,327	\$ 3,308,812	\$ 3,984,852	\$ 3,583,475
606	Firefighters Pension Fund	\$ 84,671	\$ 94,000	\$ 173,310	\$ 174,210
Subtotal Trust Funds		\$ 84,671	\$ 94,000	\$ 173,310	\$ 174,210
TOTAL REVENUES		\$ 70,391,446	\$78,953,967	\$72,311,495	\$ 80,941,359

Recap by Fund

Comparative Actual and Budgeted Expenditures Summary for All Funds 2019–2022

Fund No.	Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
001	General Fund	\$ 31,250,600	\$ 30,527,539	\$ 30,533,485	\$ 31,987,897
037	Self Insurance Fund	-	10,000	60,000	10,000
061	Youth Service Endowment Fund	3,500	3,500	5,000	5,000
Subtotal General Purpose Funds		\$31,254,100	\$30,541,039	\$30,598,485	\$32,002,897
104	Street Fund	\$ 2,991,222	\$ 3,987,471	\$ 3,366,531	\$ 4,045,768
130	Contingency Fund	1,245,336	657,900	-	-
140	1% For the Arts Fund	14,056	29,465	15,000	15,000
160	Youth and Family Services Fund	2,968,982	2,557,498	2,178,182	2,127,962
Subtotal Special Revenue Funds		\$ 7,219,596	\$ 7,232,334	\$ 5,559,713	\$ 6,188,730
208	Bond Redemption (Voted)	\$ -	\$ -	\$ -	\$ -
239	Bond Redemption (Non-Voted)	841,800	839,700	847,200	234,100
Subtotal Debt Service Funds		\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100
342	Town Center Parking Facilities	\$ 2,454,262	\$ 358,875	\$ -	\$ -
343	Capital Improvement Fund	1,820,976	4,699,223	3,590,573	4,228,583
345	Technology and Equipment Fund	340,874	575,894	287,560	234,500
350	Capital Reserve Fund	-	-	-	-
Subtotal Capital Project Funds		\$ 4,616,112	\$ 5,633,992	\$ 3,878,133	\$ 4,463,083
402	Water Fund	\$ 6,656,937	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992
426	Sewer Fund	9,456,944	12,589,523	10,950,027	11,543,961
432	Storm Water Fund	1,844,400	3,826,029	2,756,580	2,987,833
Subtotal Enterprise Funds		\$17,958,282	\$30,208,238	\$26,023,980	\$31,542,786
503	Equipment Rental Fund	\$ 1,353,945	\$ 1,957,252	\$ 2,043,931	\$ 1,647,322
520	Computer Equipment Fund	915,580	1,178,788	1,060,228	1,171,434
Subtotal Internal Service Funds		\$ 2,269,525	\$ 3,136,040	\$ 3,104,159	\$ 2,818,756
606	Firefighters Pension Fund	\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000
Subtotal Trust Funds		\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000
TOTAL EXPENDITURES		\$64,244,086	\$77,685,343	\$70,094,669	\$77,337,352

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 707,105	\$ 925,214	\$ 1,548,074	30.8%	67.3%
Property Tax	12,522,800	12,805,091	12,982,811	13,215,386	1.4%	1.8%
Sales Tax	5,257,123	4,791,670	4,791,670	5,031,210	0.0%	5.0%
Business & Utility Taxes	4,864,885	4,846,612	5,243,140	5,213,950	8.2%	-0.6%
State Shared Revenues	1,221,234	1,944,419	1,181,024	1,185,880	-39.3%	0.4%
Utility & CIP Overhead	668,759	751,222	792,835	806,724	5.5%	1.8%
EMS Revenues	1,413,502	1,419,644	1,575,537	1,599,400	11.0%	1.5%
Licenses and Permits	3,158,809	2,677,862	2,800,750	2,900,700	4.6%	3.6%
General Government	421,848	223,200	218,200	218,700	-2.2%	0.2%
Recreation Programs	1,745,534	385,300	163,400	293,063	-57.6%	79.4%
District Court Fines	263,083	214,604	262,600	257,400	22.4%	-2.0%
Interest	266,029	25,604	24,600	24,700	-3.9%	0.4%
Interfund Transfers In	607,920	407,900	50,000	-	-87.7%	-100.0%
Total Budgeted Revenues	\$ 32,411,525	\$ 31,200,233	\$ 31,011,781	\$ 32,295,187	-0.6%	4.1%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,797,932	6,251,752	5,999,231	4,929,453	-4.0%	-17.8%
TOTAL REVENUES	\$ 38,209,457	\$ 37,451,985	\$ 37,011,012	\$ 37,224,640	-1.2%	0.6%
EXPENDITURES						
Budgeted						
Administrative Services	\$ -	-	478,523	489,438	N/A	2.3%
City Attorney's Office	702,650	\$ 783,496	\$ 743,450	\$ 758,528	-5.1%	2.0%
City Council	51,210	55,808	47,375	37,875	-15.1%	-20.1%
City Manager's Office	1,122,978	1,060,148	963,104	904,734	-9.2%	-6.1%
Community Planning & Developmen	3,330,313	3,030,294	3,066,731	3,231,337	1.2%	5.4%
Finance	900,095	939,982	944,767	1,058,817	0.5%	12.1%
Fire and EMS	6,892,086	6,795,497	6,988,873	7,200,781	2.8%	3.0%
Human Resources	628,577	626,364	747,009	583,410	19.3%	-21.9%
Information & Geographic Services	132,730	129,248	157,849	163,517	22.1%	3.6%
Municipal Court	437,031	466,457	473,078	484,370	1.4%	2.4%
Non-Departmental	2,576,734	4,289,453	3,248,546	4,002,322	-24.3%	23.2%
Parks and Recreation	5,426,560	3,313,259	727,553	431,311	-78.0%	-40.7%
Police	7,319,429	7,425,687	7,382,410	7,947,376	-0.6%	7.7%
Public Works	1,730,206	1,611,847	4,564,217	4,694,081	183.2%	2.8%
Total Budgeted Expenditures	\$ 31,250,600	\$ 30,527,540	\$ 30,533,485	\$ 31,987,897	0.0%	4.8%
Not Budgeted						
Ending Fund Balance	6,958,857	6,924,445	6,477,527	5,236,743	-6.5%	-19.2%
TOTAL EXPENDITURES	\$ 38,209,457	\$ 37,451,985	\$ 37,011,012	\$ 37,224,640	-1.2%	0.6%

Recap by Fund

General Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 16,851,429	\$ 16,467,436	\$ 15,649,294	\$ 16,087,304	-5.0%	2.8%
Benefits	6,041,314	6,140,882	5,925,203	6,228,587	-3.5%	5.1%
Contractual Services	1,818,962	1,756,969	2,164,750	2,149,748	23.2%	-0.7%
Other Services and Charges	5,664,766	5,810,052	5,416,451	5,511,396	-6.8%	1.8%
Interfund Transfers	874,128	352,200	1,377,787	2,010,862	291.2%	45.9%
Total Budgeted Expenditures	\$ 31,250,600	\$ 30,527,540	\$ 30,533,485	\$ 31,987,897	0.0%	4.8%
Not Budgeted						
Ending Fund Balance	6,958,857	6,924,445	6,477,527	5,236,743	-6.5%	-19.2%
TOTAL EXPENDITURES	\$ 38,209,457	\$ 37,451,985	\$ 37,011,012	\$ 37,224,640	-1.2%	0.6%

General Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 5,797,932	\$ 6,958,857	\$ 6,924,445	\$ 6,477,527
Plus Revenues	32,411,525	30,493,128	30,086,567	30,747,113
Less Expenditures	(31,250,600)	(30,527,540)	(30,533,485)	(31,987,897)
Ending Fund Balance	\$ 6,958,857	\$ 6,924,445	\$ 6,477,527	\$ 5,236,743
Consisting of:				
Compensated Absence Reserve	1,051,055	751,055	751,055	751,055
LEOFF1 Long Term Care Reserve	1,635,403	1,723,865	2,012,665	2,301,465
Inventory of Supplies	120,857	120,857	120,857	120,857
JAG Reserve	79,437	79,437	79,437	79,437
Petty Cash	2,550	2,550	2,550	2,550
Customer Deposits/Deferred Revenue	533,872	533,872	533,872	533,872
DSG Technology reserve	90,333	90,333	90,333	90,333
Reserved for MICEC & Recreation	-	800,000	800,000	800,000
Reserved for Thrift Shop Re-Start	-	100,000	100,000	100,000
Appropriated for Expenditures Next Year	407,105	925,214	1,548,074	-
Unassigned	3,038,245	1,797,262	438,684	457,174
Ending Fund Balance	\$ 6,958,857	\$ 6,924,445	\$ 6,477,527	\$ 5,236,743

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ 50,000	\$ -	N/A	-100.0%
General Govt / Grants / Fines	-	-	-	-	N/A	N/A
Insurance Recoveries	-	10,000	10,000	10,000	0.0%	0.0%
Total Budgeted Revenues	\$ -	\$ 10,000	\$ 60,000	\$ 10,000	500.0%	-83.3%
Not Budgeted						
Beginning Fund Balance (Reserved)	109,750	109,750	59,750	59,750	-45.6%	0.0%
TOTAL REVENUES	\$ 109,750	\$ 119,750	\$ 119,750	\$ 69,750	0.0%	-41.8%
EXPENDITURES						
Budgeted						
Repairs & Maintenance	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0.0%	0.0%
Interfund Transfer	-	-	50,000	-	N/A	-100.0%
Total Budgeted Expenditures	\$ -	\$ 10,000	\$ 60,000	\$ 10,000	500.0%	-83.3%
Not Budgeted						
Ending Fund Balance	109,750	109,750	59,750	59,750	-45.6%	0.0%
TOTAL EXPENDITURES	\$ 109,750	\$ 119,750	\$ 119,750	\$ 69,750	0.0%	-41.8%

Self-Insurance Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 109,750	\$ 109,750	\$ 109,750	\$ 59,750
Plus Revenues	-	10,000	10,000	10,000
Less Expenditures	-	(10,000)	(60,000)	(10,000)
Ending Fund Balance	\$ 109,750	\$ 109,750	\$ 59,750	\$ 59,750
Consisting of:				
Self Insurance Reserve	109,750	109,750	59,750	59,750
Ending Fund Balance	\$ 109,750	\$ 109,750	\$ 59,750	\$ 59,750

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. The donated funds remain invested as principal and cannot be used for ongoing operations. Interest earnings from this permanent endowment fund are used to support Youth and Family Services operations, which are accounted for in the Youth and Family Services Fund.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Interest	7,373	3,500	5,000	5,000	42.9%	0.0%
Total Budgeted Revenues	\$ 7,373	\$ 3,500	\$ 5,000	\$ 5,000	42.9%	0.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	286,651	290,524	290,524	290,524	0.0%	0.0%
TOTAL REVENUES	\$294,024	\$294,024	\$295,524	\$295,524	0.5%	0.0%
EXPENDITURES						
Budgeted						
Interfund Transfer - YFS Fund	\$ 3,500	\$ 3,500	\$ 5,000	\$ 5,000	42.9%	0.0%
Total Budgeted Expenditures	\$ 3,500	\$ 3,500	\$ 5,000	\$ 5,000	42.9%	0.0%
Not Budgeted						
Ending Fund Balance	290,524	290,524	290,524	290,524	0.0%	0.0%
TOTAL EXPENDITURES	\$294,024	\$294,024	\$295,524	\$295,524	0.5%	0.0%

Youth Services Endowment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 286,651	\$ 290,524	\$ 290,524	\$ 290,524
Plus Revenues	7,373	3,500	5,000	5,000
Less Expenditures	(3,500)	(3,500)	(5,000)	(5,000)
Ending Fund Balance	\$ 290,524	\$ 290,524	\$ 290,524	\$ 290,524
Consisting of:				
Non-spendable Endowment Principal	285,856	285,856	285,856	285,856
Unreserved	4,668	4,668	4,668	4,668
Ending Fund Balance	\$ 290,524	\$ 290,524	\$ 290,524	\$ 290,524

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 four Special Revenue Funds: City Street Fund, Contingency Fund, 1% for the Arts Fund, and Youth & Family Services 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 section of the budget.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 269,917	\$ 816,917	\$ -	\$ -	-100.0%	N/A
Real Estate Excise Tax	1,601,198	1,658,554	1,700,017	1,742,518	2.5%	2.5%
Motor Vehicle Fuel Tax	513,342	476,000	440,800	429,400	-7.4%	-2.6%
General Govt / Grants / Fines	293,752	661,000	666,000	949,700	0.8%	42.6%
Vehicle Excise Tax	313,013	375,000	375,000	375,000	0.0%	0.0%
Interfund Transfers In	-	-	600,000	647,000	N/A	7.8%
Total Budgeted Revenues	\$2,991,222	\$ 3,987,471	\$ 3,781,817	\$ 4,143,618	-5.2%	9.6%
Not Budgeted						
Beginning Fund Balance (Reserved)	3,749,933	2,933,016	2,933,017	3,348,303	0.0%	14.2%
TOTAL REVENUES	\$6,741,155	\$ 6,920,487	\$ 6,714,834	\$ 7,491,921	-3.0%	11.6%
EXPENDITURES						
Budgeted						
Street and Right of Way Maintenance	\$ 305,442	\$ 514,550	\$ 451,041	\$ 457,584	-12.3%	1.5%
Transportation Project Management	211,316	221,548	280,490	286,480	26.6%	2.1%
Transportation Improvement Program	2,429,986	3,210,852	2,635,000	3,223,704	-17.9%	22.3%
Interfund Transfer	44,479	40,521	-	78,000	-100.0%	N/A
Total Budgeted Expenditures	\$2,991,222	\$ 3,987,471	\$ 3,366,531	\$ 4,045,768	-15.6%	20.2%
Not Budgeted						
Ending Fund Balance	3,749,933	2,933,017	3,348,303	3,446,153	14.2%	2.9%
TOTAL EXPENDITURES	\$6,741,155	\$ 6,920,487	\$ 6,714,834	\$ 7,491,921	-3.0%	11.6%

Recap by Fund

Street Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 115,869	\$ 216,755	\$ 190,500	\$ 194,287	-12.1%	2.0%
Benefits	70,012	81,192	74,219	76,945	-8.6%	3.7%
Other Services and Charges	119,560	216,603	186,322	186,352	-14%	0.0%
Capital Program	2,641,301	3,432,400	2,915,490	3,510,184	-15.1%	20.4%
Interfund Transfers	44,479	40,521	-	78,000	-100.0%	N/A
Total Budgeted Expenditures	\$ 2,991,222	\$ 3,987,471	\$ 3,366,531	\$ 4,045,768	-15.6%	20.2%
Not Budgeted						
Ending Fund Balance	3,749,933	2,933,017	3,348,303	3,446,153	14.2%	2.9%
TOTAL EXPENDITURES	\$ 6,741,155	\$ 6,920,487	\$ 6,714,834	\$ 7,491,921	-3.0%	11.6%

Street Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 4,019,850	\$ 3,749,933	\$ 2,933,017	\$ 3,348,303
Plus Revenues	2,721,305	3,170,554	3,781,817	4,143,618
Less Expenditures	(2,991,222)	(3,987,471)	(3,366,531)	(4,045,768)
Ending Fund Balance	\$3,749,933	\$2,933,017	\$3,348,303	\$3,446,153
Consisting of:				
Town Center street (north) reserve	99,684	99,684	99,684	99,684
Appropriated for Expenditures Next Year	816,917	-	-	-
Working Capital Reserve	200,000	200,000	200,000	200,000
Transportation Impact Fees	250,748	312,748	714,748	736,748
Unreserved	2,382,584	2,320,585	2,333,871	2,409,721
Ending Fund Balance	\$3,749,933	\$2,933,017	\$3,348,303	\$3,446,153

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 896,932	\$ 657,900	\$ -	\$ -	-100.0%	N/A
Interest	348,404	320,574	260,300	261,800	-18.8%	0.6%
Total Budgeted Revenues	\$1,245,336	\$ 978,474	\$ 260,300	\$ 261,800	-73.4%	0.6%
Not Budgeted						
Beginning Fund Balance (Reserved)	4,129,165	3,471,265	3,791,839	4,052,139	9.2%	6.9%
TOTAL REVENUES	\$5,374,501	\$4,449,739	\$4,052,139	\$4,313,939	-8.9%	6.5%
EXPENDITURE						
Budgeted						
Interfund Transfers - General Fund	\$ 1,245,336	\$ 657,900	\$ -	\$ -	-100.0%	N/A
Total Budgeted Expenditures	\$1,245,336	\$ 657,900	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Ending Fund Balance	4,129,165	3,791,839	4,052,139	4,313,939	6.9%	6.5%
TOTAL EXPENDITURES	\$5,374,501	\$4,449,739	\$4,052,139	\$4,313,939	-8.9%	6.5%

Contingency Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 5,026,097	\$ 4,129,165	\$ 3,791,839	\$ 4,052,139
Plus Revenues	348,404	320,574	260,300	261,800
Less Expenditures	(1,245,336)	(657,900)	-	-
Ending Fund Balance	\$4,129,165	\$ 3,791,839	\$ 4,052,139	\$ 4,313,939
Consisting of:				
Reserve at 12.5% of General Fund Expenditures	3,906,325	3,815,943	3,816,686	3,998,487
Contingency Reserve (Under)/Over Policy	222,840	(24,104)	235,453	315,452
Ending Fund Balance	\$4,129,165	\$ 3,791,839	\$ 4,052,139	\$ 4,313,939

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 14,465	\$ -	\$ -	-100.0%	N/A
One Percent for Arts	18,403	17,000	17,000	17,000	0.0%	0.0%
Total Budgeted Revenues	\$ 18,403	\$ 31,465	\$ 17,000	\$ 17,000	-46.0%	0.0%
Not Budgeted						
Beginning Fund Balance (Reserved)	173,234	163,116	165,116	167,116	1.2%	1.2%
TOTAL REVENUES	\$191,637	\$194,581	\$ 182,116	\$184,116	-6.4%	1.1%
EXPENDITURES						
Budgeted						
Public Art Maintenance	\$ 14,056	\$ 29,465	\$ 15,000	\$ 15,000	-49.1%	0.0%
Total Budgeted Expenditures	\$ 14,056	\$ 29,465	\$ 15,000	\$ 15,000	-49.1%	0.0%
Not Budgeted						
Ending Fund Balance	177,581	165,116	167,116	169,116	1.2%	1.2%
TOTAL EXPENDITURES	\$191,637	\$194,581	\$ 182,116	\$184,116	-6.4%	1.1%

1% for the Arts Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 173,234	\$ 177,581	\$ 165,116	\$ 167,116
Plus Revenues	18,403	17,000	17,000	17,000
Less Expenditures	(14,056)	(29,465)	(15,000)	(15,000)
Ending Fund Balance	\$ 177,581	\$ 165,116	\$ 167,116	\$ 169,116
Consisting of:				
Funding for Expenditures Next Year	14,465	-	-	-
Art in public places reserve	163,116	165,116	167,116	169,116
Ending Fund Balance	\$ 177,581	\$ 165,116	\$ 167,116	\$ 169,116

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 Thrift Shop sales, donations, grants, and the MIYFS Foundation.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 506,478	\$ 1,795	\$ -	-99.6%	-100.0%
Federal, State & Local Grants	41,126	38,000	38,000	38,000	0.0%	0.0%
School Counselor Program Support	60,000	60,000	60,000	60,000	0.0%	0.0%
Thrift Shop	1,978,074	450,000	310,000	310,000	-31.1%	0.0%
Program Fees & Donations	199,138	261,000	91,100	91,100	-65.1%	0.0%
Emergency Assistance Program Support	72,789	132,373	208,500	118,500	57.5%	-43.2%
MIYFS Foundation Support	361,197	450,739	1,012,400	300,000	124.6%	-70.4%
Healthy Youth Initiative Grants	36,832	407,203	348,600	348,600	-14.4%	0.0%
YFS Endowment Contribution	3,500	3,500	5,000	5,000	42.9%	0.0%
One Time Funding (General Fund)	354,000	-	117,787	871,762	N/A	640.1%
Interfund Transfer - Contingency Fund	-	250,000	-	-	-100.0%	N/A
Total Budgeted Revenues	\$ 3,106,656	\$ 2,559,293	\$ 2,193,182	\$ 2,142,962	-14.3%	-2.3%
Not Budgeted						
Beginning Fund Balance (Reserved)	468,848	100,044	100,044	115,044	0.0%	15.0%
TOTAL REVENUES	\$ 3,575,504	\$ 2,659,337	\$ 2,293,226	\$ 2,258,006	-13.8%	-1.5%
EXPENDITURES						
Budgeted						
YFS Administration	\$ 688,317	\$ 423,888	\$ 293,936	\$ 300,103	-30.7%	2.1%
Thrift Shop	851,630	476,849	301,014	306,890	-36.9%	2.0%
School Counselor Program	636,004	573,520	561,567	577,191	-2.1%	2.8%
Senior Outreach	95,428	105,871	53,980	55,379	-49.0%	2.6%
VOICE Program	96,199	14,737	-	-	-100.0%	N/A
Jobline	26,698	25,276	-	-	-100.0%	N/A
Family Counseling	316,829	313,031	320,716	328,988	2.5%	2.6%
Emergency Assistance & Food Pantry	141,604	208,498	298,369	210,811	43.1%	-29.3%
Healthy Youth Initiative Grants	107,843	415,828	348,600	348,600	-16.2%	0.0%
Interfund Transfers - CIP	8,431	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 2,968,982	\$ 2,557,498	\$ 2,178,182	\$ 2,127,962	-14.8%	-2.3%
Not Budgeted						
Ending Fund Balance	606,522	101,839	115,044	130,044	13.0%	13.0%
TOTAL EXPENDITURES	\$ 3,575,504	\$ 2,659,337	\$ 2,293,226	\$ 2,258,006	-13.8%	-1.5%

Recap by Fund

YFS Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	19-20	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 1,799,085	\$ 1,187,062	\$ 1,031,571	\$ 1,052,425	-13.1%	2.0%
Benefits	724,923	575,065	553,000	576,500	-3.8%	4.2%
Contractual Services	154,425	478,010	164,427	157,252	-65.6%	-4.4%
Other Services and Charges	282,118	317,361	429,184	341,785	35.2%	-20.4%
Interfund Transfers	8,431	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$2,968,982	\$2,557,498	\$2,178,182	\$2,127,962	-14.8%	-2.3%
Not Budgeted						
Ending Fund Balance	606,522	101,839	115,044	130,044	13.0%	13.0%
TOTAL EXPENDITURES	\$3,575,504	\$2,659,337	\$2,293,226	\$2,258,006	-13.8%	-1.5%

YFS Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 468,848	\$ 606,522	\$ 101,839	\$ 115,044
Plus Revenues	3,106,656	2,052,815	2,191,387	2,142,962
Less Expenditures	(2,968,982)	(2,557,498)	(2,178,182)	(2,127,962)
Ending Fund Balance	\$ 606,522	\$ 101,839	\$ 115,044	\$ 130,044
Consisting of:				
Emergency Assistance & Food Pantry	100,044	100,044	115,044	130,044
Working Capital Reserve	-	-	-	-
Unreserved	506,478	1,795	0	0
Ending Fund Balance	\$ 606,522	\$ 101,839	\$ 115,044	\$ 130,044

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Property Tax - Lid Lift	-	-	-	-	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%

Recap by Fund

Bond Redemption Fund (Voted): Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019 Actual	2020 Forecast	2021 Budget	2022 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

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 three outstanding LTGO bonds outstanding.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUE						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Property Tax-Lid Lift	615,500	613,900	617,100	-	0.5%	-100.0%
Interfund Transfer In	226,300	225,800	230,100	234,100	1.9%	1.7%
Total Budgeted Revenues	\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100	0.9%	-72.4%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,038	5,038	5,038	5,038	0.0%	0.0%
TOTAL REVENUES	\$ 846,838	\$ 844,738	\$ 852,238	\$ 239,138	0.9%	-71.9%
EXPENDITURES						
Budgeted						
Debt Payments						
MICEC Building	\$ 138,100	\$ 135,600	\$ 138,100	\$ 140,500	1.8%	1.7%
South Mercer Playfields	88,200	90,200	92,000	93,600	2.0%	1.7%
Fire Station 92	615,500	613,900	617,100	-	0.5%	-100.0%
Total Budgeted Expenditures	\$ 841,800	\$ 839,700	\$ 847,200	\$ 234,100	0.9%	-72.4%
Not Budgeted						
Ending Fund Balance	5,038	5,038	5,038	5,038	0.0%	0.0%
TOTAL EXPENDITURES	\$ 846,838	\$ 844,738	\$ 852,238	\$ 239,138	0.9%	-71.9%

Bond Redemption Fund (Non-voted): Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 5,038	\$ 5,038	\$ 5,038	\$ 5,038
Plus Revenues	841,800	839,700	847,200	234,100
Less Expenditures	(841,800)	(839,700)	(847,200)	(234,100)
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 account for financial resources to be used 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. The projects planned for 2019 through 2022 are described in detail in the Capital Improvement Program.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 1,325,110	\$ 358,875	\$ -	\$ -	-100.0%	N/A
General Govt / Grants / Fines	480,736	-	-	-	N/A	N/A
Interfund Transfers	648,416	-	-	-	N/A	N/A
Total Budgeted Revenues	\$2,454,262	\$ 358,875	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	850,612	491,737	491,737	491,737	0.0%	0.0%
TOTAL REVENUES	\$3,304,874	\$ 850,612	\$ 491,737	\$ 491,737	-42.2%	0.0%
EXPENDITURES						
Budgeted						
Town Center Parking	\$ 2,454,262	\$ 358,875	\$ -	\$ -	-100.0%	N/A
Total Budgeted Expenditures	\$2,454,262	\$ 358,875	\$ -	\$ -	-100.0%	N/A
Not Budgeted						
Ending Fund Balance	850,612	491,737	491,737	491,737	0.0%	0.0%
TOTAL EXPENDITURES	\$3,304,874	\$ 850,612	\$ 491,737	\$ 491,737	-42.2%	0.0%

Recap by Fund

Town Center Parking Facilities Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
Beginning Fund Balance	\$ 2,175,722	\$ 850,612	\$ 491,737	\$ 491,737
Plus Revenues	1,129,152	-	-	-
Less Expenditures	(2,454,262)	(358,875)	-	-
Ending Fund Balance	\$ 850,612	\$ 491,737	\$ 491,737	\$ 491,737
Consisting of:				
Funding for Expenditures Next Year	358,875	-	-	-
Unreserved	491,737	491,737	491,737	491,737
Ending Fund Balance	\$ 850,612	\$ 491,737	\$ 491,737	\$ 491,737

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 2022 are described in detail in the Capital Improvement Program.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUE						
Budgeted						
Beginning Fund Balance	\$ -	\$ 2,094,278	\$ 296,674	\$ 602,739	-85.8%	103.2%
Property Tax	359,912	252,000	366,550	369,400	45.5%	0.8%
Real Estate Excise Tax	1,957,325	2,027,121	2,077,799	2,129,744	2.5%	2.5%
General Govt / Grants / Fines	320,576	360,112	653,550	1,077,900	81.5%	64.9%
Interfund Transfer - Various	50,085	64,500	196,000	48,800	203.9%	-75.1%
Total Budgeted Revenues	\$ 2,687,898	\$ 4,798,011	\$ 3,590,573	\$ 4,228,583	-25.2%	17.8%
Not Budgeted						
Beginning Fund Balance (Reserved)	3,619,044	2,391,688	2,193,802	1,591,063	-8.3%	-27.5%
TOTAL REVENUES	\$ 6,306,942	\$ 7,189,699	\$ 5,784,375	\$ 5,819,646	-19.5%	0.6%
EXPENDITURES						
Budgeted						
Capital Improvement Program	\$ 1,466,878	\$ 4,372,478	\$ 3,202,650	\$ 3,833,850	-26.8%	19.7%
Project Management Expenses	215,998	191,145	249,823	254,233	30.7%	1.8%
Debt Service CCMV	138,100	135,600	138,100	140,500	1.8%	1.7%
Interfund Transfers Out	-	-	-	-	N/A	N/A
Total Budgeted Expenditures	\$ 1,820,976	\$ 4,699,223	\$ 3,590,573	\$ 4,228,583	-23.6%	17.8%
Not Budgeted						
Ending Fund Balance	4,485,966	2,490,476	2,193,802	1,591,063	-11.9%	-27.5%
TOTAL EXPENDITURES	\$ 6,306,942	\$ 7,189,699	\$ 5,784,375	\$ 5,819,646	-19.5%	0.6%

Recap by Fund

Capital Improvement Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
Beginning Fund Balance	\$ 3,619,044	\$ 4,485,966	\$ 2,490,476	\$ 2,193,802
Plus Revenues	2,687,898	2,703,733	3,293,899	3,625,844
Less Expenditures	(1,820,976)	(4,699,223)	(3,590,573)	(4,228,583)
Ending Fund Balance	\$4,485,966	\$2,490,476	\$2,193,802	\$1,591,063
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	72,531	21,497	-	-
Parks Impact Fee reserve	150,306	181,518	202,218	222,918
All Weather Field Repl Reserve	1,158,546	359,546	359,546	359,546
Working Capital Reserve	250,000	250,000	250,000	250,000
Unreserved	2,496,292	1,319,624	1,023,747	400,308
Ending Fund Balance	\$4,485,966	\$2,490,476	\$2,193,802	\$1,591,063

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 2019 through 2022 are described in detail in the Capital Improvement Program.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 323,394	\$ -	\$ -	-100.0%	N/A
Contributions / Grants / Misc	14,041	2,500	2,500	2,500	0.0%	0.0%
Interfund Transfers	422,910	250,000	360,000	358,000	44.0%	-0.6%
Total Budgeted Revenues	\$ 436,951	\$ 575,894	\$ 362,500	\$ 360,500	-37.1%	-0.6%
Not Budgeted						
Beginning Fund Balance (Reserved)	505,807	278,490	278,490	353,430	0.0%	26.9%
TOTAL REVENUES	\$ 942,758	\$ 854,384	\$ 640,990	\$ 713,930	-25.0%	11.4%
EXPENDITURES						
Budgeted						
Technology Improvements	\$ 195,379	\$ 325,128	\$ 228,060	\$ 173,000	-29.9%	-24.1%
Fire Equipment	62,364	88,700	39,000	41,000	-56.0%	5.1%
Police Equipment	46,290	86,907	-	-	-100.0%	N/A
MICEC Equipment	36,841	75,159	20,500	20,500	-72.7%	0.0%
Total Budgeted Expenditures	\$ 340,874	\$ 575,894	\$ 287,560	\$ 234,500	-50.1%	-18.5%
Not Budgeted						
Ending Fund Balance	601,884	278,490	353,430	479,430	26.9%	35.7%
TOTAL EXPENDITURES	\$ 942,758	\$ 854,384	\$ 640,990	\$ 713,930	-25.0%	11.4%

Recap by Fund

Technology & Equipment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
Beginning Fund Balance	\$ 505,807	\$ 601,884	\$ 278,490	\$ 353,430
Plus Revenues	436,951	252,500	362,500	360,500
Less Expenditures	(340,874)	(575,894)	(287,560)	(234,500)
Ending Fund Balance	\$ 601,884	\$ 278,490	\$ 353,430	\$ 479,430
Consisting of:				
Federal and State seizure funds	64,681	41,345	41,345	41,345
MICEC Equipment Replacement Reserve	130,867	55,708	53,208	50,708
Police In-car Cameral Replacement Reserve	60,000	60,000	72,000	84,000
Funding for Expenditures Next Year	323,394	-	-	-
Working Capital Reserve	50,000	50,000	50,000	50,000
Unreserved	(27,058)	71,437	136,877	253,377
Ending Fund Balance	\$ 601,884	\$ 278,490	\$ 353,430	\$ 479,430

CAPITAL RESERVE FUND – 350

The Capital Reserve Fund accounts for resources that are accumulated for any of the following purposes: 1) to fund future Capital Facilities Plan projects; 2) to cover unanticipated capital project costs; or, 3) to establish a real estate excise tax (REET) contingency reserve in order to provide “bridge” funding when there is a downturn in the real estate market.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Interfund Transfer	-	-	-	-	N/A	N/A
Total Budgeted Revenues	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Not Budgeted						
Beginning Fund Balance (Reserved)	169,999	169,999	169,999	169,999	0.0%	0.0%
TOTAL REVENUES	\$169,999	\$169,999	\$169,999	\$ 169,999	0.0%	0.0%
EXPENDITURES						
Budgeted						
Capital Project Funding	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Total Budgeted Expenditures	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Not Budgeted						
Ending Fund Balance	169,999	169,999	169,999	169,999	0.0%	0.0%
TOTAL EXPENDITURES	\$169,999	\$169,999	\$169,999	\$ 169,999	0.0%	0.0%

Capital Reserve Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 169,999	\$ 169,999	\$ 169,999	\$ 169,999
Plus Revenues	-	-	-	-
Less Expenditures	-	-	-	-
Ending Fund Balance	\$ 169,999	\$ 169,999	\$ 169,999	\$ 169,999
Consisting of:				
Unreserved	169,999	169,999	169,999	169,999
Ending Fund Balance	\$ 169,999	\$ 169,999	\$ 169,999	\$ 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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 5,729,597	\$ 3,425,473	\$ 4,160,992	-40.2%	21.5%
Sales to Customers	8,630,779	7,861,790	8,706,800	9,163,900	10.7%	5.2%
Proceeds of Debt Issuance	-	-	-	3,500,000	N/A	N/A
Interest Earnings	348,754	174,000	156,100	157,100	-10.3%	0.6%
Other Services and Charges	29,195	27,300	29,000	29,000	6.2%	0.0%
Total Budgeted Revenues	\$ 9,008,728	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992	-10.7%	38.1%
Not Budgeted						
Beginning Fund Balance (Reserved)	12,927,431	9,549,625	6,124,152	1,963,160	-35.9%	-67.9%
TOTAL REVENUES	\$ 21,936,159	\$ 23,342,312	\$ 18,441,525	\$ 18,974,152	-21.0%	2.9%
EXPENDITURES						
Budgeted						
Maintenance and Operations	\$ 2,553,200	\$ 2,969,797	\$ 2,988,961	\$ 3,175,536	0.6%	6.2%
Water Purchased for Resale	1,922,076	2,110,162	2,300,000	2,415,000	9.0%	5.0%
Debt Service	108,195	107,150	109,875	415,958	2.5%	278.6%
City Administration	176,732	196,059	245,616	250,261	25.3%	1.9%
Water System Improvements (CIP)	1,758,676	8,282,571	6,092,000	10,302,000	-26.4%	69.1%
CIP Project Overhead	100,194	101,148	185,671	191,737	83.6%	3.3%
Interfund Transfer - CIP	37,865	25,800	395,250	260,500	1432.0%	-34.1%
Total Budgeted Expenditures	\$ 6,656,937	\$ 13,792,687	\$ 12,317,373	\$ 17,010,992	-10.7%	38.1%
Not Budgeted						
Ending Fund Balance	15,279,222	9,549,625	6,124,152	1,963,160	-35.9%	-67.9%
TOTAL EXPENDITURES	\$ 21,936,159	\$ 23,342,312	\$ 18,441,525	\$ 18,974,152	-21.0%	2.9%

Recap by Fund

Water Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 874,911	\$ 998,740	\$ 1,086,259	\$ 1,150,290	8.8%	5.9%
Benefits	409,276	412,475	474,593	502,832	15.1%	6.0%
Water Purchased for Resale	1,922,076	2,110,162	2,300,000	2,415,000	9.0%	5.0%
Other Services and Charges	1,553,939	1,861,791	1,783,600	2,188,633	-4.2%	22.7%
Water System Improvements (CIP)	1,758,676	8,282,571	6,092,000	10,302,000	-26.4%	69.1%
CIP Project Overhead	100,194	101,148	185,671	191,737	83.6%	3.3%
Interfund Transfer - CIP	37,865	25,800	395,250	260,500	1432.0%	-34.1%
Total Budgeted Expenditures	\$ 6,656,937	\$13,792,687	\$12,317,373	\$17,010,992	-10.7%	38.1%
Not Budgeted						
Ending Fund Balance	15,279,222	9,549,625	6,124,152	1,963,160	-35.9%	-67.9%
TOTAL EXPENDITURES	\$21,936,159	\$23,342,312	\$18,441,525	\$18,974,152	-21.0%	2.9%

Water Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Working Capital Balance	\$ 12,927,431	\$ 15,279,222	\$ 9,549,625	\$ 6,124,152
Plus Revenues	9,008,728	8,063,090	8,891,900	12,850,000
Less Expenditures	(6,656,937)	(13,792,687)	(12,317,373)	(17,010,992)
Ending Working Capital Balance	\$15,279,222	\$ 9,549,625	\$ 6,124,152	\$ 1,963,160
Consisting of:				
Fiscal Policy Reserves	788,495	788,495	759,889	783,804
Capital Funding Reserve	402,957	402,957	471,754	584,969
Funding for Expenditures Next Year	5,729,597	3,425,473	4,160,992	-
Unreserved	8,358,173	4,932,700	731,517	594,387
Ending Working Capital Balance	\$15,279,222	\$ 9,549,625	\$ 6,124,152	\$ 1,963,160

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 2,448,351	\$ 408,927	\$ -	-83.3%	-100.0%
Sales to Customers	9,845,534	10,069,991	10,478,100	10,922,700	4.1%	4.2%
Proceeds of Debt Issuance	-	-	-	2,500,000	N/A	N/A
Interest Earnings	150,611	71,181	63,000	63,400	-11.5%	0.6%
Total Budgeted Revenues	\$ 9,996,145	\$ 12,589,523	\$ 10,950,027	\$ 13,486,100	-13.0%	23.2%
Not Budgeted						
Beginning Fund Balance (Reserved)	5,527,588	3,618,438	3,209,512	3,209,512	-11.3%	0.0%
TOTAL REVENUES	\$ 15,523,733	\$ 16,207,961	\$ 14,159,539	\$ 16,695,612	-12.6%	17.9%
EXPENDITURES						
Budgeted						
King County Sewer Treatment	\$ 4,797,727	\$ 4,828,462	\$ 5,083,506	\$ 5,312,086	5.3%	4.5%
Maintenance and Operations	1,829,283	2,172,211	2,206,819	2,357,346	1.6%	6.8%
Debt Service	1,036,538	1,337,720	1,047,070	1,256,361	-21.7%	20.0%
City Admin Charges	137,983	154,254	241,192	245,858	56.4%	1.9%
Sewer System Improvements (CIP)	1,352,576	4,030,114	2,075,000	2,175,000	-48.5%	4.8%
CIP Project Overhead	37,624	40,962	141,440	146,310	245.3%	3.4%
Interfund Transfer - CIP	265,213	25,800	155,000	51,000	500.8%	-67.1%
Total Budgeted Expenditures	\$ 9,456,944	\$ 12,589,523	\$ 10,950,027	\$ 11,543,961	-13.0%	5.4%
Not Budgeted						
Ending Fund Balance	6,066,789	3,618,439	3,209,512	5,151,651	-11.3%	60.5%
TOTAL EXPENDITURES	\$ 15,523,733	\$ 16,207,961	\$ 14,159,539	\$ 16,695,612	-12.6%	17.9%

Recap by Fund

Sewer Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 712,369	\$ 883,590	\$ 902,118	\$ 966,586	2.1%	7.1%
Benefits	347,533	372,537	392,662	418,520	5.4%	6.6%
King County Sewer Treatment	4,797,727	4,828,462	5,083,506	5,312,086	5.3%	4.5%
Debt Sevice	1,036,538	1,337,720	1,047,070	1,256,361	-21.7%	20.0%
Other Services and Charges	907,364	1,070,338	1,153,231	1,218,098	7.7%	5.6%
Capital Program	1,390,200	4,071,076	2,216,440	2,321,310	-45.6%	4.7%
Interfund Transfers	265,213	25,800	155,000	51,000	500.8%	-67.1%
Total Budgeted Expenditures	\$ 9,456,944	\$12,589,523	\$10,950,027	\$11,543,961	-13.0%	5.4%
Not Budgeted						
Ending Fund Balance	6,066,789	3,618,439	3,209,512	5,151,651	-11.3%	60.5%
TOTAL EXPENDITURES	\$15,523,733	\$16,207,961	\$14,159,539	\$16,695,612	-12.6%	17.9%

Sewer Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Working Capital Balance	\$ 5,527,588	\$ 6,066,789	\$ 3,618,439	\$ 3,209,512
Plus Revenues	9,996,145	10,141,172	10,541,100	13,486,100
Less Expenditures	(9,456,944)	(12,589,523)	(10,950,027)	(11,543,961)
Ending Working Capital Balance	\$6,066,789	\$3,618,439	\$3,209,512	\$5,151,651
Consisting of:				
Fiscal Policy Reserves	205,162	205,162	197,971	205,653
Capital Funding Reserve	1,050,670	1,050,670	1,096,515	1,143,745
Funding for Expenditures Next Year	2,448,351	408,927	-	-
Unreserved	2,362,606	1,953,680	1,915,026	3,802,253
Ending Working Capital Balance	\$6,066,789	\$3,618,439	\$3,209,512	\$5,151,651

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 1,619,944	\$ 495,180	\$ 609,133	-69.4%	23.0%
Sales to Customers	1,978,400	2,015,485	2,126,300	2,243,300	5.5%	5.5%
Permitting Fee-in-lieu	34,307	90,000	90,000	90,000	0.0%	0.0%
Grant	43,343	50,000	-	-	-100.0%	N/A
Interest Earnings	120,098	50,600	45,100	45,400	-10.9%	0.7%
Total Budgeted Revenues	\$ 2,176,149	\$ 3,826,029	\$ 2,756,580	\$ 2,987,833	-28.0%	8.4%
Not Budgeted						
Beginning Fund Balance (Reserved)	4,483,273	3,195,077	2,699,897	2,090,764	-15.5%	-22.6%
TOTAL REVENUES	\$ 6,659,422	\$ 7,021,106	\$ 5,456,477	\$ 5,078,597	-22.3%	-6.9%
EXPENDITURES						
Budgeted						
Maintenance and Operations	\$ 1,158,355	\$ 1,384,324	\$ 1,318,417	\$ 1,370,744	-4.8%	4.0%
Insurance	13,635	14,248	10,800	11,740	-24.2%	8.7%
City Admin Charges	104,235	116,466	88,091	89,567	-24.4%	1.7%
Stormwater System Improvements (CIP)	406,842	2,203,268	924,785	959,471	-58.0%	3.8%
CIP Project Overhead	76,973	94,823	147,487	152,511	55.5%	3.4%
Interfund Transfer - CIP	84,361	12,900	267,000	403,800	1969.8%	51.2%
Total Budgeted Expenditures	\$ 1,844,400	\$ 3,826,029	\$ 2,756,580	\$ 2,987,833	-28.0%	8.4%
Not Budgeted						
Ending Fund Balance	4,815,021	3,195,077	2,699,897	2,090,764	-15.5%	-22.6%
TOTAL EXPENDITURES	\$ 6,659,422	\$ 7,021,106	\$ 5,456,477	\$ 5,078,597	-22.3%	-6.9%

Recap by Fund

Storm Water Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 515,907	\$ 496,665	\$ 520,954	\$ 551,514	4.9%	5.9%
Benefits	218,655	197,201	212,940	224,857	8.0%	5.6%
Contractual Services	223,970	436,790	343,640	348,990	-21.3%	1.6%
Other Services and Charges	317,694	384,382	339,774	346,690	-11.6%	2.0%
Capital Program	483,815	2,298,091	1,072,272	1,111,982	-53.3%	3.7%
Interfund Transfers	84,361	12,900	267,000	403,800	1969.8%	51.2%
Total Budgeted Expenditures	\$ 1,844,400	\$ 3,826,029	\$ 2,756,580	\$ 2,987,833	-28.0%	8.4%
Not Budgeted						
Ending Fund Balance	4,815,021	3,195,077	2,699,897	2,090,764	-15.5%	-22.6%
TOTAL EXPENDITURES	\$ 6,659,422	\$ 7,021,106	\$ 5,456,477	\$ 5,078,597	-22.3%	-6.9%

Storm Water Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Working Capital Balance	\$ 4,483,273	\$ 4,815,021	\$ 3,195,077	\$ 2,699,897
Plus Revenues	2,176,149	2,206,085	2,261,400	2,378,700
Less Expenditures	(1,844,400)	(3,826,029)	(2,756,580)	(2,987,833)
Ending Working Capital Balance	\$ 4,815,021	\$ 3,195,077	\$ 2,699,897	\$ 2,090,764
Consisting of:				
Fiscal Policy Reserves	124,698	124,698	111,714	113,621
Basin Improvement Reserves	52,896	142,896	232,896	322,896
Funding for Expenditures Next Year	1,619,944	495,180	609,133	-
Unreserved	3,017,483	2,432,303	1,746,154	1,654,247
Ending Working Capital Balance	\$ 4,815,021	\$ 3,195,077	\$ 2,699,897	\$ 2,090,764

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	\$ 893,656	\$ 985,854	\$ 732,536	10.3%	-25.7%
Property Taxes	227,304	237,331	239,239	164,959	0.8%	-31.0%
Vehicle Maintenance & Operations	480,500	203,300	545,267	545,267	168.2%	0.0%
Vehicle Replacement Contributions	537,176	537,175	560,000	560,000	4.2%	0.0%
Radio Replacement Contributions	24,833	-	-	-	N/A	N/A
Insurance Proceeds (Fuel Cleanup)	142,847	-	100,000	75,000	N/A	-25.0%
Sale of Assets	41,272	52,000	56,500	30,000	8.7%	-46.9%
Fire Emergency Response Recovery	22,341	29,000	37,100	38,000	27.9%	2.4%
Investment Interest	10,952	4,790	4,300	4,400	-10.2%	2.3%
Interfund Transfer	388,282	-	209,250	75,000	N/A	-64.2%
Total Budgeted Revenues	\$ 1,875,508	\$ 1,957,252	\$ 2,737,510	\$ 2,225,162	39.9%	-18.7%
Not Budgeted						
Beginning Fund Balance (Reserved)	3,667,408	3,295,315	2,309,461	2,270,504	-29.9%	-1.7%
TOTAL REVENUES	\$ 5,542,916	\$ 5,252,567	\$ 5,046,971	\$ 4,495,666	-3.9%	-10.9%
EXPENDITURES						
Budgeted						
Fleet Services	\$ 546,339	\$ 544,923	\$ 548,005	\$ 554,714	0.6%	1.2%
Pollution Remediation (Fuel Cleanup)	254,260	514,340	300,000	150,000	-41.7%	-50.0%
Transfer to Technology	-	-	80,000	-	N/A	-100.0%
Lease Payments-Fire Fleet	206,721	210,072	210,072	210,072	0.0%	0.0%
Vehicle Replacements	346,624	687,917	905,854	732,536	31.7%	-19.1%
Total Budgeted Expenditures	\$ 1,353,945	\$ 1,957,252	\$ 2,043,931	\$ 1,647,322	4.4%	-19.4%
Not Budgeted						
Ending Fund Balance	4,188,971	3,295,315	3,003,040	2,848,344	-8.9%	-5.2%
TOTAL EXPENDITURES	\$ 5,542,916	\$ 5,252,567	\$ 5,046,971	\$ 4,495,666	-3.9%	-10.9%

Recap by Fund

Equipment Rental Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 104,367	\$ 105,624	\$ 98,006	\$ 100,057	-7.2%	2.1%
Benefits	51,173	47,063	44,925	46,754	-4.5%	4.1%
Contractual Services	111,235	103,836	106,000	106,000	2.1%	0.0%
Debt Service Payments	206,721	210,072	210,072	210,072	0.0%	0.0%
Other Services and Charges	279,565	288,400	299,074	301,903	3.7%	0.9%
Capital Program	600,884	1,202,257	1,285,854	882,536	7.0%	-31.4%
Total Budgeted Expenditures	\$1,353,945	\$1,957,252	\$2,043,931	\$1,647,322	4.4%	-19.4%
Not Budgeted						
Ending Fund Balance	4,188,971	3,295,315	3,003,040	2,848,344	-8.9%	-5.2%
TOTAL EXPENDITURES	\$5,542,916	\$5,252,567	\$5,046,971	\$4,495,666	-3.9%	-10.9%

Equipment Rental Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 3,667,408	\$ 4,188,971	\$ 3,295,315	\$ 3,003,040
Plus Revenues	1,875,508	1,063,596	1,751,656	1,492,626
Less Expenditures	(1,353,945)	(1,957,252)	(2,043,931)	(1,647,322)
Ending Fund Balance	\$4,188,971	\$3,295,315	\$3,003,040	\$2,848,344
Consisting of:				
Operating Reserve	100,000	100,000	100,000	100,000
800 MHz Radio Replacement	398,442	398,442	318,442	318,442
Fire Apparatus Sinking Fund	531,335	558,594	587,761	542,648
Vehicle Replacements Next Year	687,917	905,854	732,536	531,307
Vehicle Replacement Reserve	2,471,277	1,332,425	1,264,301	1,355,947
Ending Fund Balance	\$4,188,971	\$3,295,315	\$3,003,040	\$2,848,344

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ -	292,317	112,850	200,100	-61.4%	77.3%
Computer Support and Replacement	1,048,819	1,059,243	1,134,492	1,158,213	7.1%	2.1%
Interfund Transfers	-	-	-	-	N/A	N/A
Total Budgeted Revenues	\$1,048,819	\$ 1,351,560	\$ 1,247,342	\$ 1,358,313	-7.7%	8.9%
Not Budgeted						
Beginning Fund Balance (Reserved)	369,079	210,001	269,923	256,937	28.5%	-4.8%
TOTAL REVENUES	\$1,417,898	\$ 1,561,561	\$ 1,517,265	\$ 1,615,250	-2.8%	6.5%
EXPENDITURES						
Budgeted						
Network Administration	\$ 768,897	\$ 886,471	\$ 947,378	\$ 971,334	6.9%	2.5%
Capital Replacement - Computers	146,682	292,317	112,850	200,100	-61.4%	77.3%
Total Budgeted Expenditures	\$ 915,580	\$ 1,178,788	\$ 1,060,228	\$ 1,171,434	-10.1%	10.5%
Not Budgeted						
Ending Fund Balance	502,318	382,773	457,037	443,816	19.4%	-2.9%
TOTAL EXPENDITURES	\$1,417,898	\$ 1,561,561	\$ 1,517,265	\$ 1,615,250	-2.8%	6.5%

Recap by Fund

Computer Equipment Fund: Expenditure Summary

Presented in the table below are expenditures by category for 2019-2022.

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
EXPENDITURES						
Budgeted						
Salaries and Wages	\$ 351,962	\$ 427,692	\$ 446,989	\$ 455,810	4.5%	2.0%
Benefits	148,643	150,349	170,214	176,359	13.2%	3.6%
Contractual Services	190,597	207,780	234,300	241,675	12.8%	3.1%
Other Services and Charges	77,696	100,650	95,875	97,490	-4.7%	1.7%
Capital Program	146,682	292,317	112,850	200,100	-61.4%	77.3%
Total Budgeted Expenditures	\$ 915,580	\$ 1,178,788	\$ 1,060,228	\$ 1,171,434	-10.1%	10.5%
Not Budgeted						
Ending Fund Balance	502,318	382,773	457,037	443,816	19.4%	-2.9%
TOTAL EXPENDITURES	\$ 1,417,898	\$ 1,561,561	\$ 1,517,265	\$ 1,615,250	-2.8%	6.5%

Computer Equipment Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019	2020	2021	2022
	Actual	Forecast	Budget	Budget
Beginning Fund Balance	\$ 369,079	\$ 502,318	\$ 382,773	\$ 457,037
Plus Revenues	1,048,819	1,059,243	1,134,492	1,158,213
Less Expenditures	(915,580)	(1,178,788)	(1,060,228)	(1,171,434)
Ending Fund Balance	\$ 502,318	\$ 382,773	\$ 457,037	\$ 443,816
Consisting of:				
Computer Replacements Next Year	292,317	112,850	200,100	200,100
Computer Replacement Reserve	210,001	269,923	256,937	243,716
Ending Fund Balance	\$ 502,318	\$ 382,773	\$ 457,037	\$ 443,816

TRUST FUNDS

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
REVENUES						
Budgeted						
Beginning Fund Balance	\$ 2,546	\$ 22,178	\$ -	\$ -	-100.0%	N/A
Property Tax	26,410	26,410	26,410	26,410	0.0%	0.0%
Insurance Premium Tax	33,226	32,756	36,400	37,300	11.1%	2.5%
Interest	22,489	12,656	10,500	10,500	-17.0%	0.0%
Transfer In - from General Fund	-	-	100,000	100,000	N/A	0.0%
Total Budgeted Revenues	\$ 84,671	\$ 94,000	\$ 173,310	\$ 174,210	84.4%	0.5%
Not Budgeted						
Beginning Fund Balance (Reserved)	878,983	856,805	856,805	947,115	0.0%	10.5%
TOTAL REVENUES	\$ 963,654	\$ 950,805	\$ 1,030,115	\$ 1,121,325	8.3%	8.9%
EXPENDITURES						
Budgeted						
Retirement Benefits	\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000	-11.7%	4.8%
Total Budgeted Expenditures	\$ 84,671	\$ 94,000	\$ 83,000	\$ 87,000	-11.7%	4.8%
Not Budgeted						
Ending Fund Balance	878,983	856,805	947,115	1,034,325	10.5%	9.2%
TOTAL EXPENDITURES	\$ 963,654	\$ 950,805	\$ 1,030,115	\$ 1,121,325	8.3%	8.9%

Recap by Fund

Firefighters Pension Fund: Fund Balance

Fund balance consists of the following restricted and unrestricted amounts.

Description	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
Beginning Fund Balance	\$ 881,529	\$ 878,983	\$ 856,805	\$ 947,115
Plus Revenues	82,125	71,822	173,310	174,210
Less Expenditures	(84,671)	(94,000)	(83,000)	(87,000)
Ending Fund Balance	\$ 878,983	\$ 856,805	\$ 947,115	\$ 1,034,325
Consisting of:				
Funding for Expenditures Next Year	22,178	-	-	-
Pension Reserve	856,805	856,805	947,115	1,034,325
Ending Fund Balance	\$ 878,983	\$ 856,805	\$ 947,115	\$ 1,034,325

2021-2022 Biennial Budget

Section C

Revenue Sources



Adopted Budget

REVENUE SOURCES

For the 2021-2022 biennium, the City’s total budgeted resources amount to \$148.7 million, which consists of \$69.9 million in 2021 and \$78.8 million in 2022. This section of the budget focuses on the City’s major revenue sources, the internal and external factors that affect revenue estimates, and the 2021-2022 budgetary impacts.



Property Tax

Property tax is the City’s single largest revenue source, accounting for 19% of total budgeted resources in 2021-2022. In the General Fund, which encompasses most of the City’s general government services, property tax comprises 43% of total budgeted resources in 2021-2022.

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*.

Revenue Sources

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 two levy lid lifts currently in effect: 1) Parks Maintenance and Operations levy (aka Luther Burbank Park Levy) approved by voters in November 2008 for 15 years (\$964,630 levy in 2020); and 2) Fire Station and Fire Rescue Truck levy approved by voters in November 2012 for 9 years (\$688,880 levy in 2020), which expires after 2021.

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). The City is also provided an allowance for new construction, which entitles the City to the property tax revenue generated by newly constructed and improved residential and commercial properties.

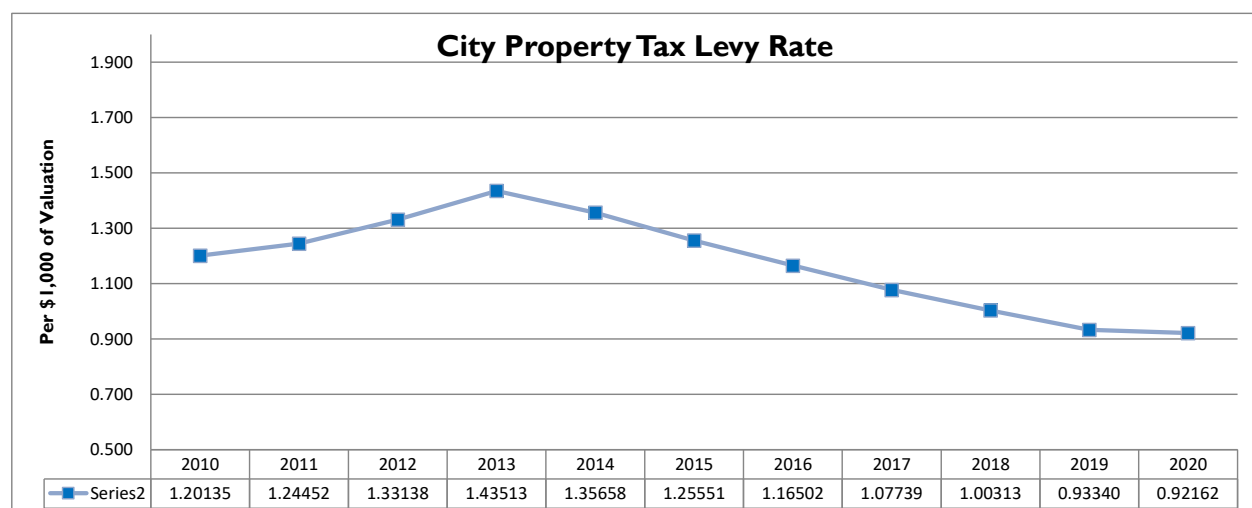
Banked Capacity

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 2010-2020 is provided in the following graph.



Revenue Sources

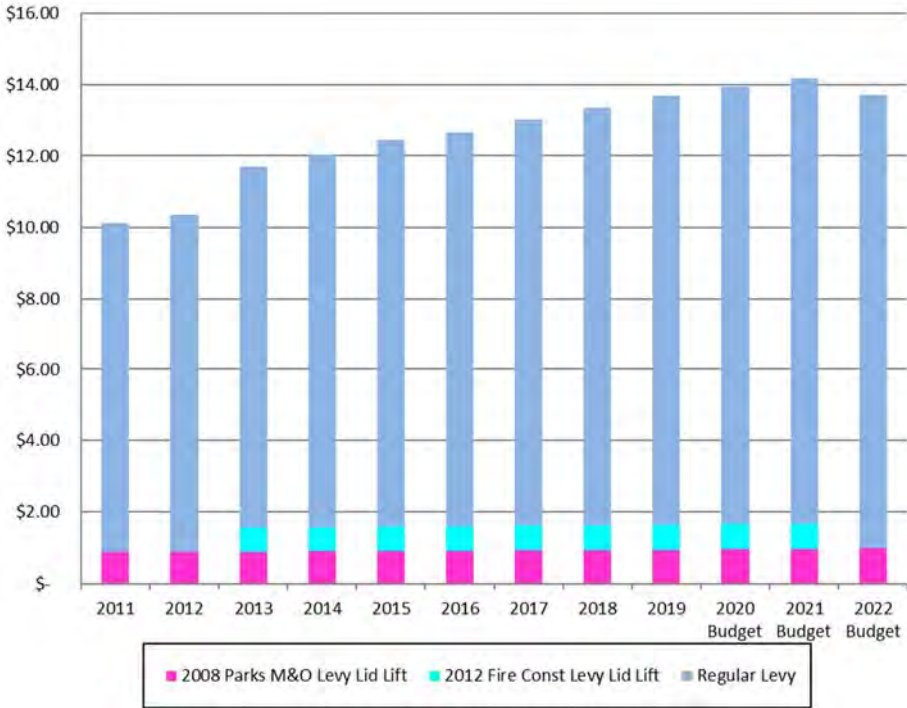
For the owner of a home with a \$1,353,000 assessed value, which is the median assessed value on Mercer Island for the 2019 tax year, the 2019 levy rate (per \$1,000 assessed valuation), the 2019 levy amount, and the percentage breakdown by taxing jurisdiction are presented in the following table.

Taxing Jurisdiction	2019 Levy Rate	2019 Levy Amount	% of Total 2019 Levy
State School Fund	\$2.62922	\$3,557	35.0%
MI School District	1.71004	2,314	22.8%
King County	1.21906	1,649	16.2%
City of Mercer Island	0.93285	1,262	12.4%
Library	0.37441	507	5.0%
EMS	0.21762	294	2.9%
Sound Transit	0.20700	280	2.8%
Port	0.12266	166	1.6%
Flood Zone	0.09660	131	1.3%
Total	\$7.50946	\$10,160	100.0%

As the table depicts, there are nine jurisdictions with taxing authority on Mercer Island including the City of Mercer Island. In 2019, the total property tax levy on a \$1,353,000 home was \$10,160. The largest portion of the levy relates to schools, with 35.0% going to the State School Fund and 22.8% going to the Mercer Island School District. King County and the City are the next largest taxing jurisdictions. The 13.6% remaining total levy relates to the King County Library District, the King County Emergency Medical Services (EMS) Levy, the Port of Seattle, and the King County Flood Zone District.

The actual (2011-2019) and projected (2020-2022) property tax revenues are provided in the following graph.

Property Tax 2011-2022 (in Millions)



Revenue Sources

Levy Considerations for 2021-2022

- The regular levy for 2021 and 2022 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 2021 and 2022 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 2021 and 2022);
 - Community Center technology, equipment, and furnishings sinking fund in the Technology & Equipment Fund (\$18,000 is transferred from the General Fund in 2021 and 2022);
 - Fire apparatus sinking fund in the Equipment Rental Fund (\$163,976 in 2021 and \$165,615 in 2022); and,
 - Pension benefits reserve in the Firefighters’ Pension Fund (\$26,410 in 2021 and 2022).
- The 2008 Parks Maintenance and Operations levy lid lift for 2021 and 2022 is \$974,276, and \$984,019, respectively. Both years include the 1% optional increase. Of the total annual levy amount, \$252,000 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.
- 2021 is the final year for the 2012 Fire Station 92 and Fire Rescue Truck levy lid lift, the total for 2021 \$695,769 which includes the 1% optional increase. Of the total annual levy amount, \$617,100 is budgeted for bond principal and interest payments in the Bond Redemption (Non-Voted) Fund. The remaining balance is distributed to the fire apparatus sinking fund in the Equipment Rental Fund.
- The City anticipates receiving \$114,550 in 2021 and \$117,400 in 2022 from the 2020 King County Parks, Trails, and Open Space levy.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund				
Regular Levy (General Purpose)	\$11,752,396	\$11,991,461	\$12,212,455	\$12,435,661
Regular Levy (LEOFF I 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	703,079	712,630	722,276	732,019
Debt Service Fund - 2012 Fire Station & Rescue Truck Levy Lid Lift	615,500	613,900	617,100	-
Capital Improvement Fund - 2008 Parks M&O Levy Lid Lift	252,000	252,000	252,000	252,000
Equipment Rental Fund				
Regular Levy (Fire Apparatus Sinking Fund)	160,745	162,352	163,976	165,615
2012 Fire Station & Fire Rescue Truck Levy Lid Lift	66,559	74,980	78,669	-
Firefighters Pension Fund - Regular Levy	26,410	26,410	26,410	26,410
Total Levied by City	\$13,677,689	\$13,934,733	\$14,173,886	\$13,712,705
King Couty Parks Levy	107,912	-	114,550	117,400
Total Property Taxes	\$13,785,601	\$13,934,733	\$14,288,436	\$13,830,105

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' 2018 Tax and User Fee survey, the average utility tax rate is 9.0% for water, 8.9% for sewer, and 8.0% 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 back to 5.3% in January 2019.

The actual (2010-2019) and projected (2020-2022) utility tax revenues are displayed in the following graph:

2019-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund:				
Electric and Natural Gas	\$1,606,443	\$1,643,570	\$1,637,700	\$1,632,800
Solid Waste	305,942	326,385	333,300	343,300
Cable Television	631,829	608,456	597,790	579,860
Telephone	409,935	450,357	376,650	363,800
City Utilities (Water, Sewer & Storm Water)	1,068,729	1,208,798	1,789,100	1,810,990
Total Utility Taxes	\$4,022,878	\$4,237,566	\$4,734,540	\$4,730,750

Revenue Sources

Sales Tax

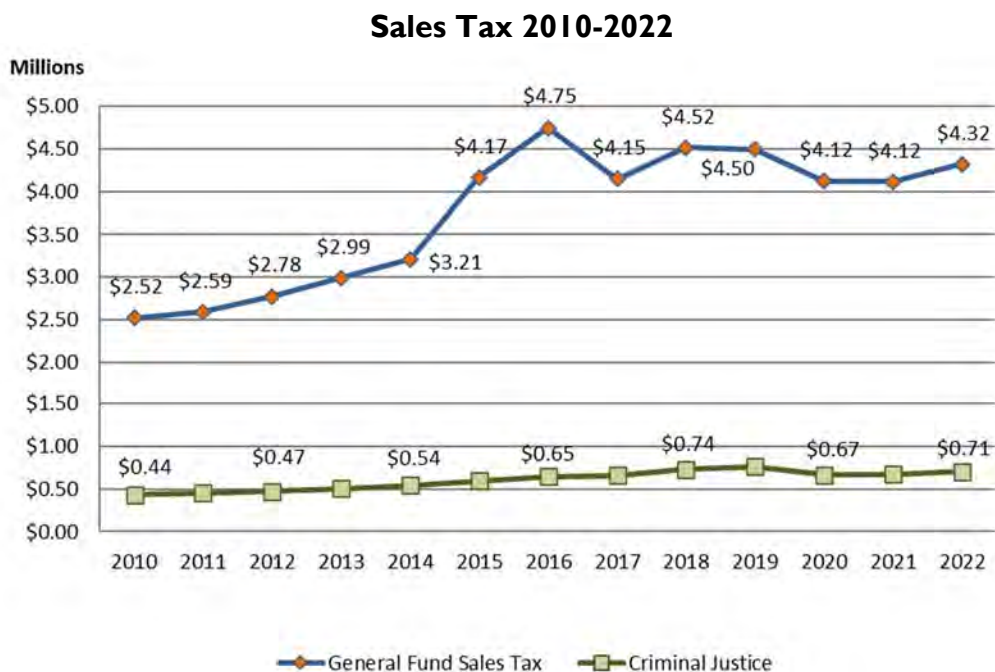
Sales tax is levied on the sale of consumer goods (except most food products and some services) and construction. On Mercer Island, the construction sector is the largest generator of sales tax dollars (38% of total in 2019), followed by the retail and wholesale trade sector (29% of total), the administrative and support services sector (8% of total), and the food services sector (5% 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%. Similar to property tax, the City receives only a small portion of the total sales tax revenue generated on Mercer Island. Of the 10% tax rate, only 0.85% is remitted to the City, with the remainder distributed to the State (6.5%), King County (1.15%), 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	1.15%
Regional Transit	1.40%
City of Mercer Island	0.85%
Criminal Justice	0.10%
Total General Sales Tax	10.00%
Auto Sales/Leases	0.30%
Total Auto Sales/Lease Rate	10.30%

The City also receives a portion of the 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 (2010-2019) and projected (2020-2022) sales tax revenues are broken down into general and criminal justice restricted components in the following graph.



Taken together, sales tax revenues are projected to remain flat in 2021 due to the economic uncertainties related to the COVID-19 Pandemic, with a 5.0% rebound projected in 2022.

2019-2020 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund (General Sales Tax)	\$4,495,695	\$4,116,770	\$4,116,770	\$4,322,610
General Fund (Criminal Justice Sales Tax)	761,428	674,900	674,900	708,600
Total Sales Taxes	\$5,257,123	\$4,791,670	\$4,791,670	\$5,031,210

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 (2015-2019), the number of home sales has averaged 465 per year, and the average home sales price from homes sold for less than \$5 million increased from \$1.18 million in 2015 to \$1.62 million in 2019. The actual (2010-2019) and forecasted (2020-2022) REET revenues are shown in the chart below.

Revenue Sources

Real Estate Excise Tax 2010-2022 (in Millions)



Home sales have slowed, dropping from 504 in 2017 to 436 in 2018 and 417 in 2019. Looking forward, the number of home sales is forecast to be 410 in 2021 and 2022, with an average home sales price of \$1.72 million in 2021 and \$1.76 million in 2022. As a result, REET revenue is projected to increase 2.5% in 2021 and 2022.

The City’s CIP financing strategy for REET-1 and REET-2 was modified in 2019:

- 100% of REET-1 revenues will continue to be used 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.
- 90% of REET-2 revenues was committed to fund construction and maintenance of streets and pedestrian and bicycle facilities in the Street Fund, and 10% of REET-2 revenues was directed to the Capital Improvement Fund.

2019-2020 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
Capital Improvement Fund (REET 1)	\$1,779,414	\$1,842,837	\$1,888,908	\$1,936,131
Capital Improvement Fund (REET 2)	177,911	184,284	188,891	193,613
Street Fund (REET 2)	1,601,198	1,658,554	1,700,017	1,742,518
Total Real Estate Excise Taxes	\$3,558,523	\$3,685,675	\$3,777,816	\$3,872,262

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 15 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.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund	\$842,007	\$609,046	\$508,600	\$483,200
Total B&O Taxes	\$842,007	\$609,046	\$508,600	\$483,200

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 2021-2022 Adopted Budget is based on the following proposed utility rate increases:

- **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. A 5.25% increase is proposed for 2021 and 2022, which equates to a \$5.79 and \$6.09 increase respectively on a typical single-family residential customer’s bi-monthly water bill. These rate increases are primarily driven by the need to:
 1. Upsize water mains that do not meet the City’s flow capacity standards.
 2. Make specific capital improvements following the discovery of E. coli in the City’s water system in September 2014 (e.g. Booster Chlorination Station).
 3. Cover the water utility’s ongoing costs in the face of declining water usage each year.
- **Sanitary Sewer Rates** – Customer charges pay for the cost of operating, maintaining, and replacing the City’s sanitary sewer system. A 4.0% increase is proposed for 2021 and 2022, which equates to a \$3.61 and \$3.75 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, which were held to a minimum during the sewer lake line replacement project.
- **Sewage Treatment Rate** – This is a “pass through” charge assessed by King County, which provides wastewater treatment services to Mercer Island. A 4.5% increase is anticipated in 2021 and 2022. For 2021, this represents a \$4.08 increase on a typical single-family residential customer’s bi-monthly sewer bill.

Revenue Sources

- Storm Water Rates** – Customer charges pay for the cost of operating, maintaining, and replacing the City’s surface and storm water system. A 5.5% increase is proposed for 2021 and 2022, which equates to a \$1.97 and \$2.08 increase 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.

2021-2022 Budget Impact

	2019	2020	2021	2022
Revenues	Actual	Forecast	Budget	Budget
Water Fund	\$8,630,778	\$7,861,790	\$8,706,800	\$9,163,900
Sewer Fund	9,845,534	10,069,991	10,478,100	10,922,700
Storm Water Fund	2,056,051	2,155,485	2,216,300	2,333,300
Total Utility Rate Revenues	\$20,532,363	\$20,087,266	\$21,401,200	\$22,419,900

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 2011-2022 are shown in the chart on the next page.

Total Development Fees 2011-2022 (in Millions)



Overall, development fees are projected to increase 8% in 2021 above 2020 forecasted levels, and to increase 5% in 2022. The spike in 2015-2017 is directly related to several major school district projects and a mixed used development project in the Town Center.

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 44.5 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 decline 7.4% in 2021 and 2.6% in 2022.
- 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 percent 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

Revenue Sources

flux as local governments take action 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 increase 2.5% in 2021 and 2022.

- 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 increase 2.5% in 2021 and remain flat in 2022.
- 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 remain flat in 2021 and 2022.
- 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 7.2% in 2021 and remain flat in 2022.
- 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 increase 11.1% in 2021 and 2.5% in 2020.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund				
Liquor Excise and Profits	\$ 332,994	\$ 322,548	\$ 330,540	\$ 330,540
Marijuana Excise Tax	28,213	28,153	22,500	23,100
Vessel Registration Fees	15,633	78,000	75,990	74,090
Criminal Justice Population based distributions	37,109	37,945	35,200	36,100
Street Fund (Motor Vehicle Fuel Tax)	538,541	476,000	440,800	429,400
Firefighters Pension Fund (Fire Insurance Premium Tax)	33,226	32,756	36,400	37,300
Total State Shared Revenues	\$ 985,716	\$ 975,402	\$ 941,430	\$ 930,530

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 2014, with the 2019 levy rate set at \$0.21762 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.
- 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 1.78% increase is estimated for 2021.

2021-2022 Budget Impact

	2019	2020	2021	2022
Revenues	Actual	Forecast	Budget	Budget
General Fund				
King County EMS Levy	\$ 510,283	\$ 497,021	\$ 537,420	\$ 540,000
Ambulance Transport Fee	306,398	307,500	302,600	309,400
EMS Utility Charge	596,794	615,123	627,517	640,000
Total EMS Revenues	\$ 1,413,475	\$ 1,419,644	\$ 1,467,537	\$ 1,489,400

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.

Revenue Sources

- 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.
- Park Maintenance** – Includes park facility rental fees and special use permit fees. These fees are intended to help offset the cost of maintaining sports fields. The City also receives funding from the Washington State Department of Transportation that helps offset the cost of maintaining portions of the I-90 corridor.

The Parks & Recreation Department was considerably impacted by the COVID-19 Pandemic. The Mercer Island Community & Event Center (MICEC) 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. A Recreation Transition Team was created in 2020 to focus on reestablishing MICEC and rebuilding the Recreation division.

Parks and Recreation Department revenue projections will be revised during the 2021-2022 biennium upon approval of the City Council and as transition and recovery work progresses.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund				
Recreation	\$ 760,594	\$ 129,650	\$ 8,400	\$ 8,450
MI Community & Events Center	799,882	182,650	80,000	80,000
Park Maintenance & Facilities	760,900	631,800	641,154	771,563
Total Parks and Recreation Revenue	\$ 2,321,376	\$ 944,100	\$ 729,554	\$ 860,013

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 by the COVID-19 Pandemic. Revenues are challenging to forecast given the ongoing Pandemic impacts to retail businesses and the overall uncertainty around the timing of re-opening the store.

Staff is working on a recovery plan and anticipates presenting a phased Thrift Shop re-opening recommendation to the City Council in early 2021. At that point in time the City Council may amend the adopted 2021-2022 budget to reflect adjusted revenue assumptions.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
YFS Fund (Thrift Shop)	\$ 1,978,074	\$ 450,000	\$ 310,000	\$ 310,000
Total Thrift Shop Revenue	\$ 1,978,074	\$ 450,000	\$ 310,000	\$ 310,000

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.

2021-2022 Budget Impact

Revenues	2019 Actual	2020 Forecast	2021 Budget	2022 Budget
General Fund - Municipal Court Fines	\$ 265,213	\$ 214,604	\$ 262,600	\$ 257,400
Total Fines & Forfeits	\$ 265,213	\$ 214,604	\$ 262,600	\$ 257,400

Revenue Sources

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 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.

2021-2022 Budget Impact

	2019	2020	2021	2022
Revenues	Actual	Forecast	Budget	Budget
General Fund				
Admin & Buiding Maintenace Charge (Water Fund)	\$ 176,732	\$ 196,059	\$ 245,616	\$ 250,261
Admin & Buiding Maintenace Charge (Sewer Fund)	140,957	116,466	241,192	245,858
Admin & Buiding Maintenace Charge (Storm Water Fund)	101,261	154,254	88,091	89,567
Total Utilty Overhead Charges	\$ 418,950	\$ 466,779	\$ 574,899	\$ 585,686

2021-2022 Biennial Budget

Section D

Operating Budget by Department



Adopted Budget

Section D. Operating Budget by Department

Table of Contents

Introduction	D-1
Administrative Services.....	D-2
City Attorney’s Office.....	D-8
City Council	D-11
City Manager’s Office.....	D-13
Community Planning & Development.....	D-19
Finance Department.....	D-27
Fire Department.....	D-32
Municipal Court.....	D-37
Non-Departmental	D-40
Police Department.....	D-44
Public Works Department.....	D-50
Recreation Transition Team.....	D-60
Youth & Family Services Department.....	D-64

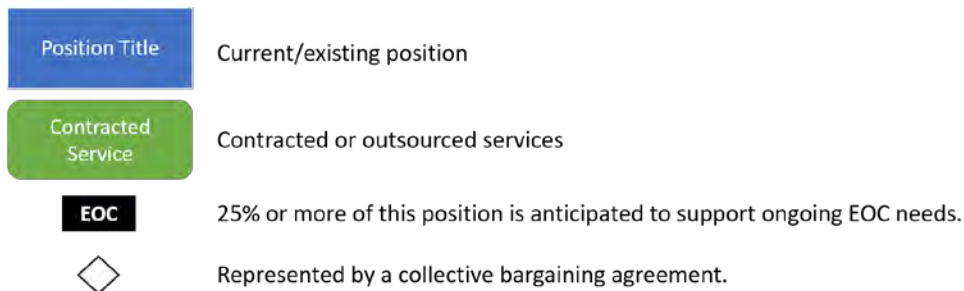
OPERATING BUDGET BY DEPARTMENT

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
- Recreation Transition Team
- Police
- Public Works
- Youth & Family Services.

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 2021-2022 biennium that include specific action items and deadlines where appropriate. If additional funding is needed to implement these work plan items, a “Budget Proposal” notation has been included. Additional information and the cost estimate for each “Budget Proposal” is included at the end of each Department budget section.
- **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:



- **Department Changes:** This section includes information about changes to the department for the 2021-2022 biennium and descriptions about new or restored positions.
- **Approved Budget Proposals:** Approved Budget Proposals represent one-time or ongoing requests for staffing, contracted services, and equipment purchase or lease approved by the City Council during the budget review process.
- **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 citizens.
- **Information Technology:** Procure, implement, maintain, 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**



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Admin & Customer Service	-	-	478,523	489,438	N/A	2.3%
Human Resources & Payroll	628,577	626,364	747,009	583,410	19.3%	-21.9%
Information Technology	768,897	886,471	947,378	971,334	6.9%	2.5%
Geographic Information Systems	289,921	290,945	315,754	331,349	8.5%	4.9%
Communications	95,524	96,875	154,425	157,919	59.4%	2.3%
Total	1,782,919	1,900,655	2,643,089	2,533,450	39.1%	-4.1%

Department: **Administrative Services**

Work Plan

- 1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - 1.1 Create a master fee schedule for City Council adoption (includes CPD planning and permitting, impact, licensing, and parks fees) by Q4 2021.
 - 1.2 Assist in updating citywide policies regarding finances, purchasing, utility billing policies, fleet, and others.
 - 1.3 Develop a citywide compensation policy and philosophy subject to review and approval by the City Council by Q4 2021.
 - 1.4 Explore the feasibility and cost effectiveness of contracting with a surrounding jurisdiction for municipal court services by Q3 2021.

- 2. Goal: Coordinate and oversee the internal and support services and teams for the City of Mercer Island**
 - 2.1 Work with the City Manager's Office and the Finance Department to prepare the 2023-2024 budget recommendation.
 - 2.2 Launch and manage the City's Customer Service Team.
 - 2.3 Lead citywide customer service initiative, including trainings for employees, focusing on improving and strengthening overall customer experience for internal and external customers.
 - 2.4 Coordinate citywide efforts on diversity, equity, and inclusion practices for City staff.
 - 2.5 Develop procedures and establish training schedule for confidential Personnel and Privileged correspondence.
 - 2.6 Review and update the Mayor's Emergency Powers code (MICC 9.40).
 - 2.7 Schedule annual trainings and consultation for diversity, equity, and inclusion practices for employees and officials.

- 3. Goal: Administer uniform Human Resources policies, procedures, and programs and process the payroll for all City employees.**
 - 3.1 Complete implementation of the semi-monthly payroll process. The transition from bi-weekly to semi-monthly payroll began in Q4 2020.
 - 3.2 Continue implementation of HRIS software (NEOGOV) to centralize employee data, payroll, and benefits. This work is ongoing.
 - 3.3 Negotiate new Collective Bargaining Agreements with bargaining groups in 2021:
 - 3.3.1 Police and Police Support bargaining groups by for the years 2022 through 2024.
 - 3.3.2 AFSCME bargaining group by for the years 2022 through 2023.
 - 3.3.3 Fire bargaining group by for the years 2022 through 2024.
 - 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 the 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 records, identifying destruction and/or archival requirement. This work is ongoing.

Department: **Administrative Services**

Work Plan (continued)

- 3.8 Continue to assist with time-tracking related to the COVID-19 Pandemic. Ensure staff hours are recorded to meet FEMA and other grant requirements.
- 3.9 Conduct a Citywide Classification & Compensation Study.
- 4. 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.**
 - 4.1 Implement technology projects in the 2021-2022 Capital Improvement Plan, including a new financial system (pending budget proposal) and upgrades to the permitting system.
 - 4.2 Assist staff to identify, prioritize and bid technology projects for the 2021-2022 biennium.
 - 4.3 Mitigate and respond to cyber and information security risks, complete cyber security audits, and conduct ongoing training for City employees on cyber and information security.
 - 4.4 Ensure that mobile computer systems in emergency vehicles and field reporting systems are dependable, well-maintained, and functional.
 - 4.5 Continue to provide technology support for remote meetings (City Council, Boards and Commissions, etc.) due to the COVID-19 Pandemic.
 - 4.6 Procure, implement, maintain, and support all information and technology infrastructure, systems, and software that enables City service delivery to the public.
 - 4.7 Continue with maintenance and administration of online map services to ensure WebGIS, Cityworks, and Online maps are operational.
 - 4.8 Continue to maintain and enhance Esri and Latitude GeoCortex software including procurement, licensing, and administration to ensure WebGIS and GIS software are operational
- 5. Goal: Provide a single and centralized location for Mercer Island residents, businesses, and visitors to access City services**
 - 5.1 Continue the work started by the EOC Call Center to transition to a centralized Customer Service Team to provide excellent citywide customer service by phone, email, and in-person.
 - 5.2 Implement the customer relationship management (CRM) software to track and manage customer interactions.
 - 5.3 Provide a consistent customer service experience, while creating efficiencies and reducing redundancies.
 - 5.4 Decrease the steps it takes the customer to get what they want/need (clicks, emails, phone calls, etc.) Track progress through data collection and establish performance objectives.
 - 5.5 Provide one-stop shopping and relieve multiple staff teams from working on the same request.
 - 5.6 Provide citywide support for the re-opening of City facilities and the transition back to in-person services as COVID-19 restrictions allow.

Department:
Administrative Services

Work Plan (continued)

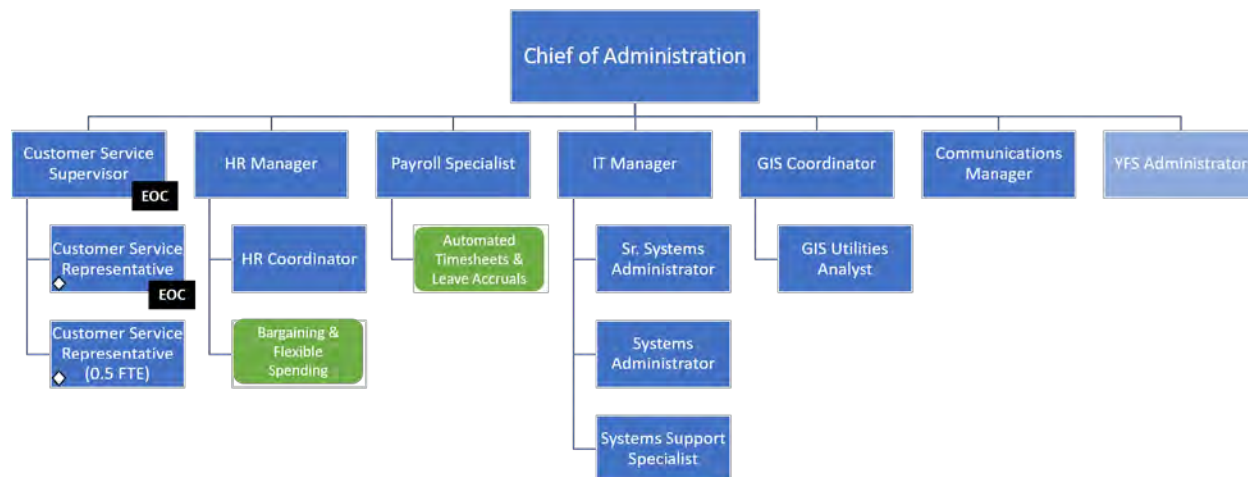
- 6. Goal: Plan, organize, and supervise the City's community outreach efforts and media relations to educate residents and encourage informed input from the Mercer Island community.**
 - 6.1 Develop and manage communications plans and provide support or outreach/engagement management for other departments.
 - 6.2 Research and present options for the City Council's biennial public opinion survey; collaborate on promotion and assist with distribution and explanation of results.
 - 6.3 Maintain range of communications tools (website, Let's Talk, social media, MI Weekly, news releases, etc.)
 - 6.4 Ensure consistent branding of outreach materials across departments.
 - 6.5 Administer the City's website, adding news and calendar items, updating content, and designing new webpages as needed. Continue citywide training to ensure department staff are regularly updating and monitoring website content.
 - 6.6 Continue communications regarding the citywide emergency response to the COVID-19 Pandemic including maintaining and updating the Let's Talk page and website with current and relevant information.
 - 6.7 Conduct a biennial public opinion survey in 2022 to inform the 2023-2024 budget process.

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Admin & Customer Service	-	-	3.10	3.10	N/A	0.0%
Human Resources & Payroll	3.00	3.00	3.25	3.25	8.3%	0.0%
Information Technology	5.00	5.00	4.15	4.15	-17.0%	0.0%
Geographic Information Systems	2.00	2.00	2.00	2.00	0.0%	0.0%
Communications	0.60	0.60	1.00	1.00	66.7%	0.0%
Total FTEs	10.60	10.60	13.50	13.50	27.4%	0.0%
Limited Term Equivalents (LTEs)						
Admin & Customer Service	-	-	-	-	N/A	N/A
Human Resources & Payroll	-	-	-	-	N/A	N/A
Information Technology	-	-	-	-	N/A	N/A
Geographic Information Systems	-	-	-	-	N/A	N/A
Communications	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	10.60	10.60	13.50	13.50	27.4%	0.0%

Department: Administrative Services

Staffing Summary (continued)



Departmental Changes

The Administrative Services Department was established in 2020 by combining a few smaller departments and divisions (IGS, HR, Facilities, and Communications). In addition, a new Customer Service Team will continue the work started by the EOC Call Center to provide citywide customer service as follows:

- 1.0 FTE Customer Service Supervisor**
1.5 FTE Customer Service Representative
 This centralized team will provide “one-stop shopping” for customers and relieve multiple staff teams from working on the same request. The Customer Service Team will be based at City Hall once the facility re-opens to the public. The 0.5 FTE Representative position is combined with the 0.5 FTE Permit Technician Position in the CPD Department.

In addition, \$100,000 is included in the Human Resources budget to support labor contract negotiations in 2021 for all four collective bargaining groups

Approved Budget Proposals

The Administrative Services Department operating budget includes the following one-time budget proposals:

- Study Municipal Court Service Delivery Options (Goal I.4)**
 Retain a consultant to analyze the options for municipal court delivery services. This includes retaining in-house services or contracting with another municipality or King County. If funded, this work should be completed in early 2021 to inform a potential transition decision for implementation by Q1 2022.

Department: Administrative Services

Approved Budget Proposals (continued)

- Classification & Compensation Study (Goal 3.10)**
The Classification and Compensation Study will examine and evaluate the City's current salary schedule for non-represented employees, develop a classification system for all positions, and recommend improvements or changes to be implemented.
- Biennial Public Opinion Survey (Goal 6.7)**
Since 2004, the City has conducted a biennial community survey every other year to track customer satisfaction with City services, to identify resident priorities, and to get input on significant community issues. The survey adds value by creating a feedback loop that is helpful in identifying areas of concern with City services, in determining information gaps with the public that need to be bridged, and in allocating scarce resources during the biennial budget process. The survey was not conducted in 2020 due to the COVID-19 Pandemic.
- Cultural Competency Training (Goal 2.7)**
Government plays a key role in advancing racial equity through policy and institutional strategies aimed at closing gaps and improving outcomes for all groups. In June 2020, the City Council directed staff to schedule annual training in diversity, implicit bias, cultural awareness, or related topics for the City Council and all members of city Boards and Commissions. This budget proposal will fund ongoing training for City officials and staff.

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Beginning Fund Balance	-	-	100,000	40,000	N/A	-60.0%
Utility Fees	157,190	161,697	157,905	167,832	-2.3%	6.3%
IT M&O Rate Charges	768,897	886,471	947,378	971,334	6.9%	2.5%
General Purpose Revenue	856,832	852,487	1,437,806	1,354,284	68.7%	-5.8%
Total Revenues	1,782,919	1,900,655	2,643,089	2,533,450	39.1%	-4.1%
Expenditures:						
Salaries & Wages	967,548	1,019,683	1,346,157	1,372,693	32.0%	2.0%
Benefits	361,383	370,622	530,912	550,432	43.2%	3.7%
Supplies	33,904	31,400	38,500	38,500	22.6%	0.0%
Contractual Services	314,340	351,980	578,300	416,675	64.3%	-27.9%
Communications	37,832	40,150	38,705	39,720	-3.6%	2.6%
Internal Service Charges	20,306	20,420	43,175	44,090	111.4%	2.1%
Other Services & Charges	34,142	43,900	44,190	47,590	0.7%	7.7%
Intergovernmental Services	13,464	22,500	23,150	23,750	2.9%	2.6%
Total Expenditures	1,782,919	1,900,655	2,643,089	2,533,450	39.1%	-4.1%

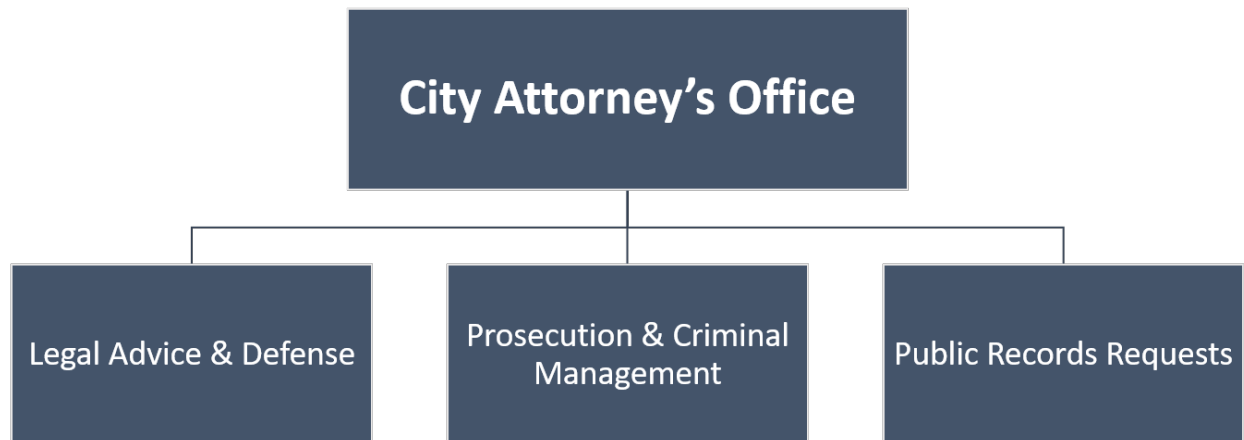
CITY ATTORNEY'S OFFICE

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 Department's 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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Legal Advice & Defense	427,192	498,401	495,198	502,748	-0.6%	1.5%
Prosecution & Criminal Mgt	114,700	128,700	123,700	123,700	-3.9%	0.0%
Public Records Requests	160,758	156,395	124,552	132,080	-20.4%	6.0%
Total	702,650	783,496	743,450	758,528	-5.1%	2.0%



Department:
City Attorney's Office

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 23 claims and 80 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.

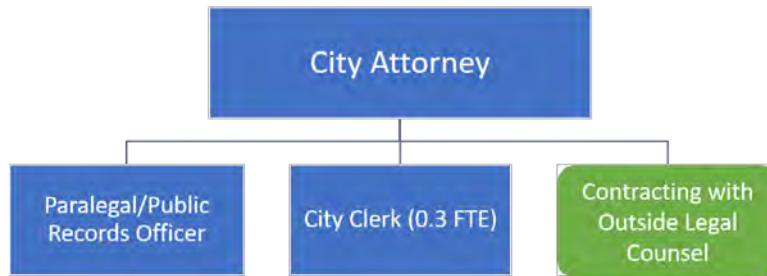
- 3. Represent the City in civil litigation and prosecution of criminal citations.**
 - 3.1. Advise and represent the City in civil lawsuits, administrative appeals, and employment matters.
 - 3.2. Monitor and enforce terms of the Sound Transit Settlement Agreement.
 - 3.3. Manage representation and 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 and provide training to staff.

Department:
City Attorney's Office

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Prosecution & Criminal Mgt	-	-	-	-	N/A	N/A
Legal Advice & Defense	2.30	2.30	1.50	1.50	-34.8%	0.0%
Public Records Requests	1.00	1.00	0.80	0.80	-20.0%	0.0%
Total FTEs	3.30	3.30	2.30	2.30	-30.3%	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	3.30	3.30	2.30	2.30	-30.3%	0.0%

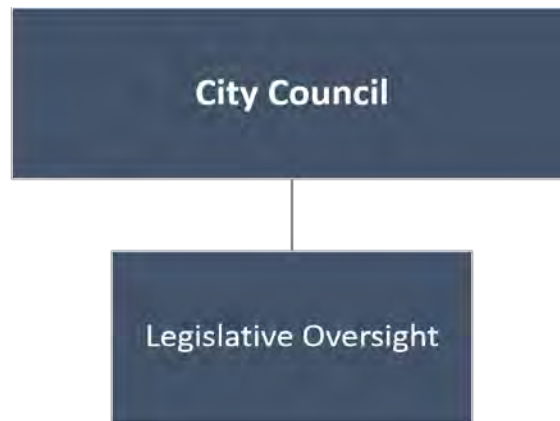


Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues						
General Purpose Revenue	702,650	783,496	743,450	758,528	-5.1%	2.0%
Total Revenues	702,650	783,496	743,450	758,528	-5.1%	2.0%
Expenditures						
Salaries & Wages	375,952	444,232	298,583	308,205	-32.8%	3.2%
Benefits	128,088	147,158	105,607	110,045	-28.2%	4.2%
Supplies	831	2,000	1,750	1,750	-12.5%	0.0%
Contractual Services	160,677	162,500	310,500	310,500	91.1%	0.0%
Internal Service Charges	20,389	20,506	19,410	19,828	-5.3%	2.2%
Other Services & Charges	16,713	7,100	7,600	8,200	7.0%	7.9%
Total Expenditures	702,650	783,496	743,450	758,528	-5.1%	2.0%

CITY COUNCIL

The City Council is comprised of seven members who are elected on a non-partisan, "at-large" basis to four-year terms by majority votes of the Mercer Island registered voters. The City Council serves as the legislative branch of Mercer Island City government, establishing all City policies and passing all ordinances and resolutions. From its members, the City Council elects a Mayor and a Deputy Mayor every two years to preside over City Council meetings and establish a focal point for conducting the Council's business. The Mayor, Deputy Mayor, and the other five Councilmembers serve on a part-time basis. Council Meetings are scheduled the first and third Tuesday of each month. 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 represent Mercer Island interests in various regional and state forums.



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Legislative Oversight	50,199	55,393	46,925	36,925	-15.3%	-21.3%
Sister City Program	1,011	415	450	950	8.4%	111.1%
Total	51,210	55,808	47,375	37,875	-15.1%	-20.1%

Work Plan

1. Prepare for the impacts of growth and change with a continued consideration on environmental sustainability
2. Articulate, confirm, and communicate a vision for effective and efficient city services.
 - 2.1. Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability
3. Implement and economic development program.
4. Provide emergency response services related to the COVID-19 Pandemic.

Department: City Council

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
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

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
General Purpose Revenue	51,210	55,808	47,375	37,875	-15.1%	-20.1%
Total Revenues	51,210	55,808	47,375	37,875	-15.1%	-20.1%
Expenditures:						
Salaries & Wages	19,919	19,200	19,200	19,200	0.0%	0.0%
Benefits	4,177	1,565	1,565	1,565	0.0%	0.0%
Supplies	8,421	12,700	8,500	8,500	-33.1%	0.0%
Contractual Services	9,270	14,000	10,000	-	-28.6%	-100.0%
Internal Service Charges	6,601	6,578	6,460	6,460	-1.8%	0.0%
Other Services & Charges	2,822	1,765	1,650	2,150	-6.5%	30.3%
Total Expenditures	51,210	55,808	47,375	37,875	-15.1%	-20.1%

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, the City Clerk's Office, and special projects.



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Admin & Intergovt'l Relations	665,934	672,686	505,515	517,143	-24.9%	2.3%
City Clerk	294,767	213,237	303,164	229,672	42.2%	-24.2%
Sustainability Coordination	66,753	77,350	-	-	-100.0%	N/A
Total	1,027,454	963,273	808,679	746,815	-16.0%	-7.7%

Department:
City Manager's Office

Work Plan

- I. Goal: Stabilize the organization, optimize resources, and develop a long-term fiscal sustainability plan.**
 - I.1 Implement the organizational structure as approved in the 2021-2022 budget.
 - I.1.1 Continue to work towards filling interim/vacant director positions.
 - I.1.2 Provide support to the organization to ensure succession planning remains a priority to address upcoming retirements.
 - I.1.3 Emphasize building and developing future leaders throughout the organization through continuing education, cross-training, and identifying other opportunities for professional growth.
 - I.2 Continue work on long-term financial strategies; revisit policies related to the long-term forecast, reserves, and operating contingencies.
 - I.2.1 Work with the City Council to evaluate options for the Luther Burbank Park maintenance and operations levy that ends in 2023.
 - I.2.2 Provide support to the YFS Working Group, a partnership of the YFS Foundation and the City, in developing a recommendation on long-term funding strategies for YFS services. This work is ongoing with a recommendation tentatively scheduled for Q1 2021. Refinement of the goals and objectives of the YFS Working Group is subject to further direction by the City Council.
 - I.2.3 Provide support to the Finance Department and Administrative Services Department in developing and revising numerous financial and operational policies.
 - I.3 Provide leadership support and direction on specific projects and work items to stabilize the organization and the staffing structure. These projects include:
 - I.3.1 Assist the Recreation Transition Team in developing the service recovery plan for the Mercer Island Community and Event Center and recreation programs and services. Work will commence Q4 2020 with City Council initial review planned for early Q2 2021.
 - I.3.2 Continue to support work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor's Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. This work is ongoing.
 - I.3.3 Support the Community Planning and Development Department in the fee study and staffing analysis.
 - I.4 Prepare and transmit a 2023-2024 biennial budget recommendation to include policy revisions and updates at the direction of the City Council.
- 2. Goal: Prepare for the impacts of growth and change with a continued consideration on environmental sustainability**
 - 2.1 Prepare for the opening of the Sound Transit Light Rail Station in 2023. Work with internal teams and other agencies to ensure safe design and implementation.
 - 2.2 Administer the Sound Transit Settlement Agreement to include tracking of appropriations and expenditures, contract management, and submission of invoices.

Department:
City Manager's Office

Work Plan (continued)

3. Goal: Provide emergency response services related to the COVID-19 Pandemic

- 3.1 Continue to oversee the City's emergency response to the COVID-19 Pandemic (Pandemic). Participate in regular EOC meetings to review and provide direction on operational strategies and to address urgent issues.
- 3.2 Continue to work with the Finance Department to address the financial impacts of the Pandemic. Ensure other Departments have the supplies and resources needed to meet safety and operational requirements.
- 3.3 Revisit policies and operations plans to address emerging needs.

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

- 4.1 Work with the City Council and staff on the transition to in-person meetings. The City Council is currently meeting remotely due to restrictions related to the COVID-19 Pandemic. The timing to resume in-person meetings is currently unknown.
- 4.2 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.
- 4.3 Provide support to the City Council in setting the agendas and preparing for the Annual Planning Session and Mid-Year Planning Session. Work with the City Council to address planning session formats given the ongoing impacts of COVID-19 and the limitations on in-person meetings.
- 4.4 Prepare the annual legislative priorities with direction from the City Council. Respond to legislative activity at the State and Federal level.
- 4.5 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.
- 4.6 Evaluate whether or not to continue the Sustainability Committee, which is a sub-committee of the City Council.
- 4.7 Develop a strategy and evaluate options to upgrade the technology in Council Chambers to allow for Councilmembers and/or staff to participate remotely if unable to attend a meeting in-person.
- 4.8 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.
- 4.9 Manage the transition of codifiers to meet the growing codification needs, increase transparency, and improve user functionality.

5. Goal: Continue Citywide application and education of records retention schedules and procedures.

- 5.1 Develop a policy that outlines 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 Manager's Office

Work Plan (continued)

- 5.2 Review and identify destruction and/or archival requirements for records. Provide support and training to City departments for records retention.
- 5.3 Develop a citywide training schedule for employees regarding records storage, retention, and destruction.

6. Goal: Oversee and coordinate special project work.

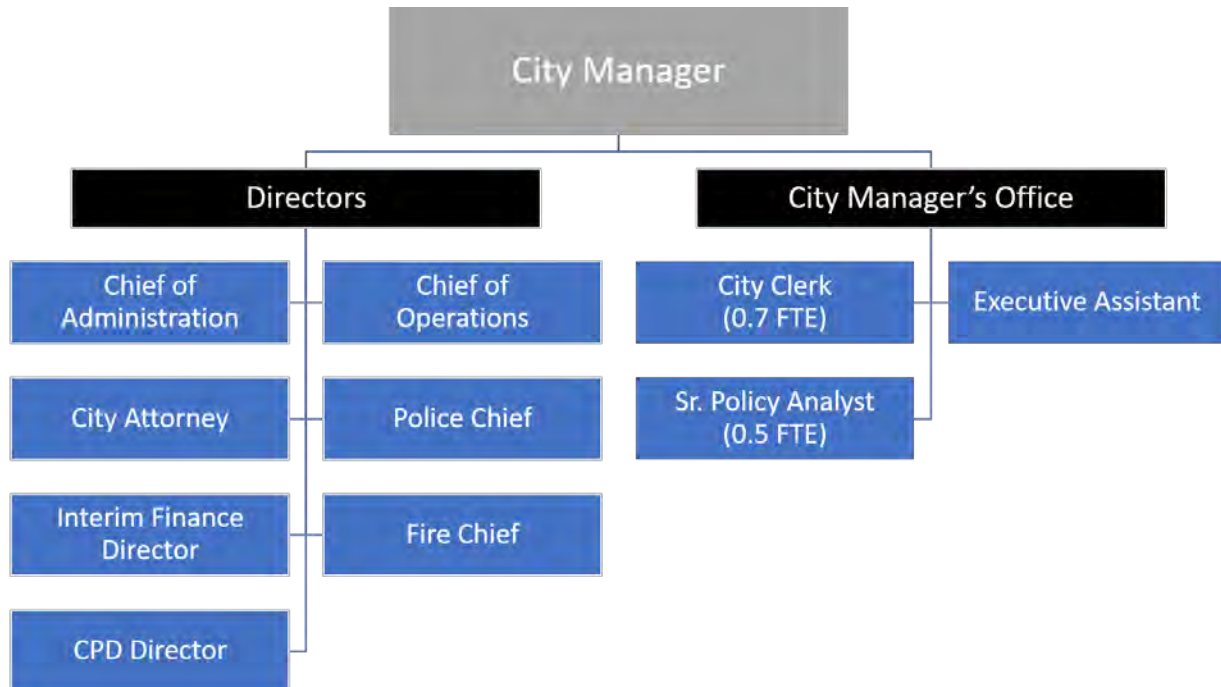
- 6.1 Oversee the Thrift Shop and Recycling Center Remodel Project in coordination with the Public Works Department. The project is under review and final City Council direction is anticipated in Q4 2020. The project includes a minor remodel of the Thrift Shop, resulting in an expanded retail floor space and addresses other facility needs. The project also includes a remodel and activation of the former Recycling Center (northwest corner of Mercerdale Park) to support donation processing.
- 6.2 Prepare a recommendation to the City Council regarding the future use of the Tully's Property, acquired by the City in 2020. The City Council directed staff to suspend work on a mixed-use and commuter parking project proposed this site in 2020. This discussion is planned for 2021.

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Admin & Intergovt'l Relations	3.00	3.00	2.50	2.50	-16.7%	0.0%
City Clerk	0.70	0.70	0.70	0.70	0.0%	0.0%
Sustainability Coordination	0.40	0.40	-	-	-100.0%	N/A
Total FTEs	4.10	4.10	3.20	3.20	-22.0%	0.0%
Limited Term Equivalents (LTEs)						
Admin & Intergovt'l Relations	-	-	-	-	N/A	N/A
City Clerk	-	-	-	-	N/A	N/A
Sustainability Coordination	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	4.10	4.10	3.20	3.20	-22.0%	0.0%

Department: City Manager's Office

Staffing Summary (continued)



Department Changes

The 0.5 FTE Senior Policy Analyst is currently assigned to support Sound Transit matters and special projects. This split position is combined with the 0.5 FTE Senior Plans Examiner position in the CPD Department.

Approved Budget Proposal

The City Manager's Office operating budget includes the following approved budget proposal:

- **Funding for a Special Levy Election (Goal 1.2.2)**
This is a placeholder. If the City were to hold a special election for a ballot measure, the costs will range from \$34,000 to \$55,000 depending on when it is held. Election costs are based upon a jurisdiction's proportionate share. Each jurisdiction's cost is determined by taking the total number of registered voters in the jurisdiction and dividing it by the total number of all registered voters in all participating jurisdictions in the election. Election costs vary depending on a variety of factors. For instance, whether or not the election is held in an odd or even-numbered year is a significant factor for determining costs in a primary or general election; but less of a factor for a special election held in February or April. This is primarily due to the number of participating jurisdictions in an odd-numbered year as opposed to an even-numbered year.

Department:
City Manager's Office

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Beginning Fund Balance	-	-	55,000	-	N/A	-100.0%
General Purpose Revenue	1,027,454	963,273	808,679	746,815	-16.0%	-7.7%
Total Revenues	1,027,454	963,273	863,679	746,815	-10.3%	-13.5%
Expenditures:						
Salaries & Wages	599,574	592,468	426,434	438,434	-28.0%	2.8%
Benefits	185,992	191,154	149,335	155,207	-21.9%	3.9%
Supplies	8,235	8,800	4,000	4,000	-54.5%	0.0%
Contractual Services	1,850	5,000	5,000	5,000	0.0%	0.0%
Communications	1,414	6,840	2,300	2,300	-66.4%	0.0%
Equipment Rental	29,365	29,711	23,110	23,624	-22.2%	2.2%
Other Services & Charges	201,024	129,300	198,500	118,250	53.5%	-40.4%
Total Expenditures	1,027,454	963,273	808,679	746,815	-16.0%	-7.7%

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, and other initiatives and programs. CPD is also responsible for the review of private development permits through enforcement of building codes and land use regulations, management of tree canopy and retention, ensuring public infrastructure and critical areas are protected and, when necessary, enhanced. Development and permitting fees support the following department functions:

- **Administration and Customer Service:** Serve 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. Coordinate all facets of the permitting process, which encompass permit intake, permit issuance, permit tracking, field inspections, and records management. Provide liaison services for organizations, large projects, and community-wide issues.
- **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 inspection for code compliance with issued permits.
- **Development Engineering:** 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. The Development Engineering team reports to the Public Works Department.
- **Land Use Planning:** Process all land use and non-single-family design review permit applications consistent with adopted policies in the Comprehensive Plan and applicable development code regulations and 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

Department:
Community Planning & Development



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration & Permitting	1,304,888	1,322,853	1,397,401	1,540,060	5.6%	10.2%
Building Plan Review and Inspection	950,578	778,530	808,834	809,515	3.9%	0.1%
Development Engineering	576,756	594,330	601,890	616,689	1.3%	2.5%
Land Use Planning	636,425	479,203	404,477	414,384	-15.6%	2.4%
Total	3,468,647	3,174,916	3,212,602	3,380,648	1.2%	5.2%

Department:
Community Planning & Development

Work Plan

- 1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - 1.1 Implement organizational improvements based on the permit fee revisions and the department assessment to better align department service levels with permit revenues while optimizing service delivery by Q4 2022.
 - 1.2 Analyze feasibility and options for a special revenue fund for the Community Planning and Development (CPD) Department by Q2 2022 and prepare to implement a CPD special revenue fund as part of the 2023-2024 biennial budget.
- 2. Goal: Stabilize department operations to provide basic permitting service levels (including construction permit reviews, land use decisions, inspections, code compliance, noticing and public outreach, customer service and data reporting).**
 - 2.1 Implement operational modifications as needed to maintain core services and to mitigate restrictions on construction imposed by the COVID-19 Pandemic
 - 2.2 Prioritize staff focus on highest value plan review, inspection, and enforcement objectives.
 - 2.3 Implement incremental changes to processes and communications to improve efficiency.
 - 2.4 Ensure ongoing workforce development through training and job growth opportunities. Develop internal candidates for anticipated vacancies and continue to plan for upcoming retirements.
- 3. Goal: Engage in necessary and high priority policy and planning activities**
 - 3.1 Continue the analysis of retail capacity that evaluates current and future commercial needs and make recommendations for near term code amendments as well as the development of a long-term retail strategy for the Town Center.
 - 3.2 Assist the Public Works/Operations Department with the Town Center Parking Study.
 - 3.3 Coordinate with King County jurisdictions on regional growth planning (including growth target development and adoption by the Growth Management Planning Council Q1-Q2 2021).
 - 3.4 Update the Construction Codes according to state requirements by Q1 2021.
 - 3.5 Approve the Comprehensive Plan docket and the code amendment docket annually (Q3-Q4), work with the Planning Commission and City Council to review and implement proposed amendments.
 - 3.6 Adopt the A Regional Coalition for Housing (ARCH) administrative budget and housing trust fund (HTF) contribution annually (Q3), allocate ARCH HTF funds to projects annually (Q1), participate on the ARCH Executive Board (ongoing).
 - 3.7 Update school impact fees annually in coordination with the Mercer Island School District's adoption of the Capital Facilities Plan (Q3-Q4).
 - 3.8 Update construction permit fees annually and include as part of the Master Fee Schedule (Q4).
 - 3.9 Update the City's sign code due to recent changes in case law by Q3 2021.
 - 3.10 Update the City Code related to wireless and small cell facilities. The City currently has an interim ordinance in place.

Department:
Community Planning & Development

Work Plan (continued)

- 3.11 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.
- 3.12 Major Comprehensive Plan Update: begin work on the full update that is required every eight years in Q3 2022. A 24-month review process will include public engagement, Planning Commission review, and City Council adoption by Q2 2024. Included in this update will be substantial rewrites of the Economic Development Element and the Housing Element.
- 3.13 Conduct a Housing Needs Assessment to inventory the City's existing housing stock, analyze current and future housing needs, and identify gaps where the current housing market is not delivering needed housing types to inform a possible future Housing Action Plan to implement an updated Housing Element in the Comprehensive Plan.
- 3.14 Hire a Senior Policy Analyst position to address land use policy including code amendments and comprehensive plan updates beginning July 2021.
- 3.15 Analyze and update the Transportation and Park impact fees and implement a new Fire Services impact fee.

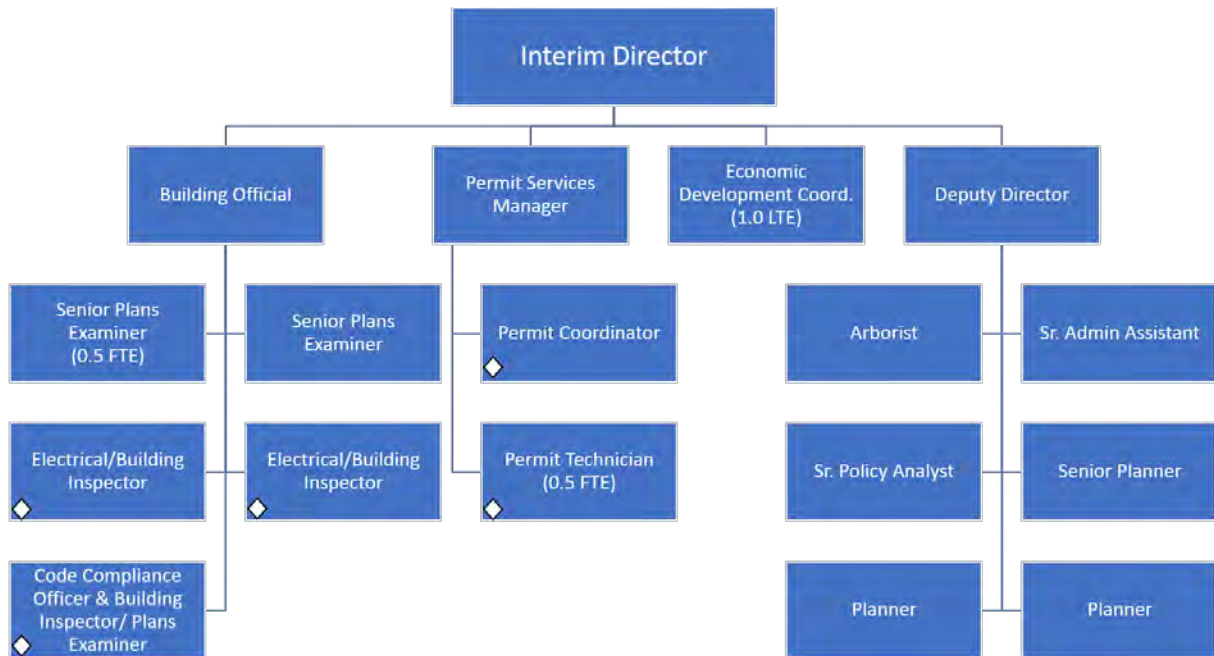
4. Establish a citywide economic development program

- 4.1 Hire an Economic Development Coordinator to implement a Citywide economic development program.
- 4.2 Partner with the Mercer Island Chamber of Commerce to continue supporting local businesses in COVID-19 recovery and develop a long-term strategy for providing support post-Pandemic.
- 4.3 Review and identify gaps in policies/processes related to business attraction, retention, and expansion; Town Center activation; business taxation; and business promotion and outreach.
- 4.4 Administer a community-wide survey to understand community needs/wants related to business offerings, parking, walkability, and other issues concerning Town Center.
- 4.5 Conduct a public engagement process to solicit input to rewrite the Economic Development Element of the Comprehensive Plan (per supplemental goal 3.12).
- 4.6 Strengthen the relationship between the City and the local business community by providing transparent and timely information.
- 4.7 Bolster community support for local businesses through education and communication about local economic development.

Department: Community Planning & Development

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Administration & Permitting	8.00	8.00	7.00	7.00	-12.5%	0.0%
Building Plan Review and Inspection	5.00	5.00	5.00	5.00	0.0%	0.0%
Development Engineering	3.75	3.75	1.00	1.00	-73.3%	0.0%
Land Use Planning	5.00	5.00	3.00	3.00	-40.0%	0.0%
Capital Project Mangement (CIP)	0.25	0.25	-	-	-40.0%	0.0%
Total FTEs	22.00	22.00	16.00	16.00	-27.3%	0.0%
Limited Term Equivalentents (LTEs)						
Administration & Permitting	1.00	1.00	1.00	1.00	0.0%	0.0%
Building Plan Review and Inspection	-	-	-	-	N/A	N/A
Development Engineering	0.50	0.50	-	-	-100.0%	N/A
Land Use Planning	1.00	1.00	-	-	-100.0%	N/A
Capital Project Mangement (CIP)	-	-	-	-	N/A	N/A
Total LTEs	2.50	2.50	1.00	1.00	-60.0%	0.0%
Total FTEs & LTEs	24.50	24.50	17.00	17.00	-30.6%	0.0%



Department:
Community Planning & Development

Department Changes

The Community Planning and Development operating budget includes the following staffing changes as compared to 2020:

- **Restore a 0.5 FTE Permit Technician**
This restores half of the previous Permit Technician position. Work function will help reduce the backlog for the intake and issuance of permits. It also provides front line responses for CPD customer questions and issues so review staff can focus on plan review.
- **Restore a 1.0 FTE Planner**
This position was eliminated as part of the 2020 workforce reductions due to a decline in CPD permit revenues. This is a restored position to process building and land use permits to meet ongoing demand.

Approved Budget Proposals

The Community Planning and Development operating budget includes the following approved budget proposals:

One-Time

- **1.0 LTE Economic Development Coordinator (Goal 4.1)**
Prior to the COVID-19 Pandemic (Jan 2020), the City Council directed the City Manager to prepare a recommendation to fund an economic development position. A temporary position (Small Business Coordinator) was added to the EOC team in 2020 to support local business needs. This temporary position has been successful and is recommended for permanent funding consideration.

The Economic Development Coordinator is a new position proposed to support citywide efforts for near- and long-term economic development and local business support. Activities performed by this role will include supporting local businesses through COVID-19 recovery, reviewing existing policies and pursuing new policies related to economic growth and sustainability, and coordinating needs for long-range economic development planning and local business support.

This position will serve as a liaison between the City and the local business community and represent the City to residents on matters related to economic development. The Economic Development Coordinator will also collaborate with other City staff, the Mercer Island Chamber of Commerce, and local businesses to prioritize needs related to Town Center development and activation and connect with the region's economic development professionals and participate in regional discussions. Ultimately, the Economic Development Coordinator will be a champion for the local business community, focusing on ways to strengthen existing businesses and to expand opportunities for new business growth on Mercer Island.

- **Town Center Retail Analysis and Code Update (Goal 3.1)**
Conduct a retail market analysis that evaluates current and future commercial needs and make recommendations for near term code amendments as well as the development of a long-term retail strategy for the Town Center. This work began in 2020 and is anticipated to continue in 2021.

Department:
Community Planning & Development

Approved Budget Proposals (continued)

- **Transportation and Parks Impact Fee (Goal 3.15)**

The City adopted a Parks impact fee ordinance in December of 2015 (Ord. 15C-22) and a Transportation impact fee ordinance in January of 2016 (Ord. 16C-01). Both ordinances established impact fee amounts based upon Impact Fee Rate Studies conducted in 2015.

Park and Transportation impact fees are authorized by State Law (RCW 82.02) to ensure that adequate facilities are available to serve new growth and development. Impact fees may only be imposed for improvements that are reasonably related to, and will benefit new development, and impact fees may only be imposed for public facilities identified in the Mercer Island comprehensive plan. This proposal will provide funding for an update of both impact fee studies (Parks and Transportation) in 2022, at which point the current impact fee studies will be approximately 7 years old.

- **Housing Needs Assessment (Goal 3.13)**

Allocate \$30,000 in 2021 to support the completion of a “Housing Needs Assessment.” A Housing Needs Assessment includes an inventory of the community’s existing housing stock, analyzes current and future housing needs, and identifies gaps where the current housing market is not delivering needed housing types. In addition, a Housing Needs Assessment includes review of existing policies, programs, and regulations to identify focus areas for future work. A Housing Needs Assessment also informs a possible future Housing Action Plan to implement an updated Housing Element.

Generally, a “Housing Action Plan” identifies strategies and actions for up to a 3-year to 5-year period to implement a Comprehensive Plan, such as regional and/or interagency cooperation, policy and regulatory development, and fiscal commitments, among other strategies. The 2015 periodic update to the Comprehensive Plan included a policy for a “Strategy Plan and Work Program” to be completed every five years to implement the Comprehensive Plan.

Completing a Housing Needs Assessment is a necessary step to inform the upcoming 2024 periodic update to the Comprehensive Plan, specifically the Housing Element. A Comprehensive Plan is required for Cities under the Growth Management Act (GMA). It sets forth a vision with supporting goals, objectives, and identifying infrastructure and other needs to accommodate housing and employment targets for a rolling 20-year planning period. Comprehensive Plans are required to be periodically updated every 9 years.

Given the City’s current timing being closer in the now 9-year cycle to completing the next periodic update of the Comprehensive Plan than adoption of the current one, staff recommends the City Council allocate \$30,000 of one-time General Fund Balance in 2021 to support the completion of a Housing Needs Assessment. A Housing Action Plan or similar document could then be completed using this Housing Needs Assessment and a freshly updated Comprehensive Plan.

Department:
Community Planning & Development

Approved Budget Proposals (continued)

On-Going

- **1.0 FTE Senior Policy Analyst (Goal 3.14)**

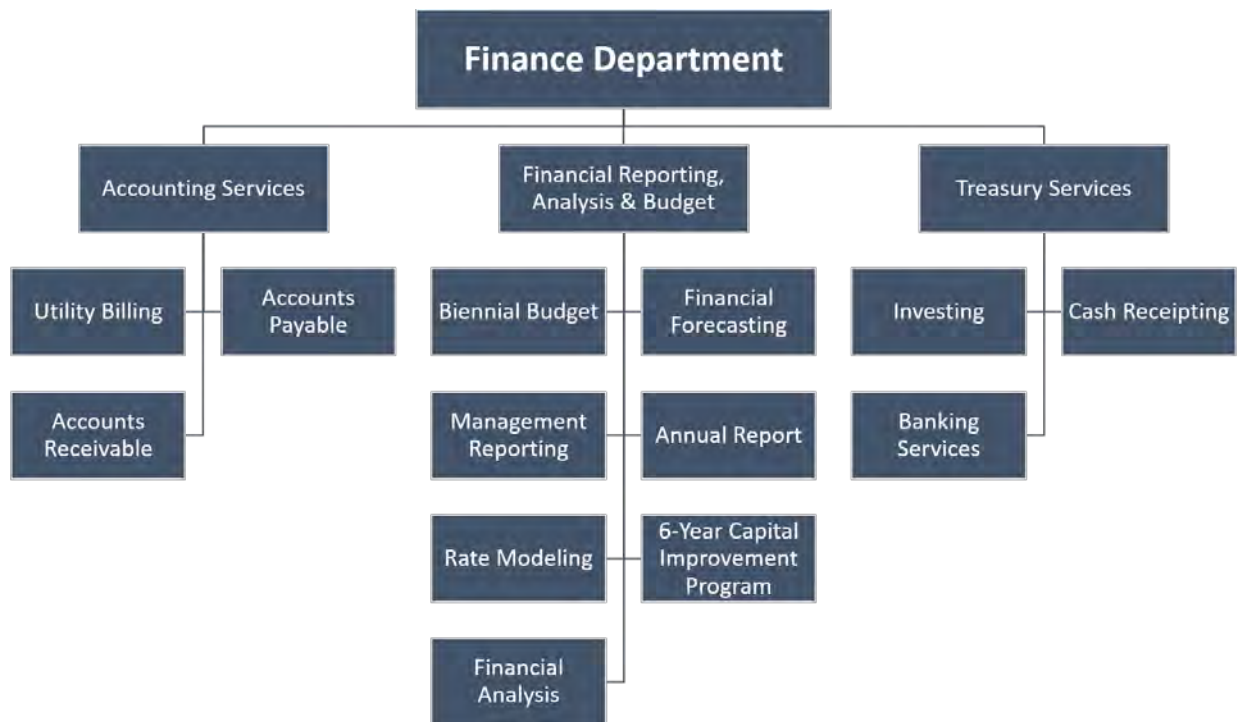
There is currently very little capacity within the proposed CPD organizational structure to support policy work such as code amendments and comprehensive plan updates. If the 2021-2022 work plan includes significant policy work and/or long-range planning initiatives, staff resources will be needed to complete these work items.

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Beginning Fund Balance (GF)	-	-	199,527	247,562	N/A	24.1%
Development Fee Revenue	2,388,513	1,986,836	2,169,650	2,274,900	9.2%	4.9%
Other Charges for Services	51,428	-	700	700	N/A	0.0%
Utility Inspection Services	138,336	144,621	145,871	149,371	0.9%	2.4%
General Fund Tax Revenue	890,370	1,043,460	696,854	708,115	-33.2%	1.6%
Total Revenues	3,468,647	3,174,916	3,212,602	3,380,648	1.2%	5.2%
Expenditures:						
Salaries & Wages	2,313,092	2,085,237	2,028,390	2,118,527	-2.7%	4.4%
Benefits	831,064	768,341	794,735	834,691	3.4%	5.0%
Supplies	19,984	44,514	32,800	17,300	-26.3%	-47.3%
Contractual Services	160,575	131,608	202,350	255,073	53.8%	26.1%
Communications	5,598	5,500	7,200	7,200	30.9%	0.0%
Internal Service Charges	128,199	126,521	136,172	138,767	7.6%	1.9%
Other Services & Charges	10,135	13,195	10,955	9,090	-17.0%	-17.0%
Total Expenditures	3,468,647	3,174,916	3,212,602	3,380,648	1.2%	5.2%

FINANCE DEPARTMENT

The Finance Department provides financial planning, analysis and reporting, treasury, and accounting 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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Financial Services	900,094	939,982	944,767	1,113,770	0.5%	17.9%
Utility Billing	452,144	482,111	468,107	547,510	-2.9%	17.0%
Total	1,352,238	1,422,093	1,412,874	1,661,280	-0.6%	17.6%

Department: Finance

Work Plan

- I. **Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - I.1 Research and evaluate the potential of transitioning the City's annual financial report from Generally Accepted Accounting Practices (GAAP) full accrual financial statements to the modified cash-basis method by Q1 2022.
 - I.2 Conduct a request for proposals by Q3 2021 to assess and evaluate software solutions to upgrade or replace the City's financial management system. Implementation of the system is tied to a budget proposal.
 - I.2.1 Research new software options to record City business and occupation tax data and sales tax data for inclusion in the 2023-2024 biennial budget.
 - I.3 Review and update the City's current budget policies and present new financial management policies to the City Council. This includes:
 - I.3.1 Equipment surplus policy, including review of the valuation threshold for City Council approval by Q4 2021.
 - I.3.2 Funding requirements for new FTEs to ensure positions are supported by an ongoing and sustainable funding source. Update the "Donations to the City" section of MICC 2.50 to include a reference to donations for staff positions by Q4 2021.
 - I.3.3 Use of REET funds by Q4 2021. REET 1 and REET 2 allow for the use of funds for maintenance projects with limitations. New legislation in 2019 expanded the use of REET 2 for affordable housing and projects related to homelessness. REET funds are currently dedicated to capital projects for streets, parks, and facility reinvestment and replacement.
 - I.3.4 City policies on reserve funds by Q4 2021.
 - I.3.5 Prepare a long-term analysis for the LEOFF I Long Term Care reserve and make recommendations to the City Council regarding the reserve balance and future contributions by Q2 2022.
 - I.3.6 Utility billing policies and procedures including, pro-ration of rates, landlord tenant accounts, leak adjustments options, Federal Trade Commission's Red Flag Rule, collection practices and consistent payment plan options for delinquent utility accounts and review of utility discounts and financial assistance programs by Q2 2022.
 - I.3.7 Purchasing and procurement procedures and written policies by Q2 2022.
 - I.4 Support completion of the Citywide Classification and Compensation Study conducted by Human Resources. This work is tied to a budget proposal.
 - I.5 Cross-train staff in utility billing, payroll management, and other internal service workflows within the department. This work is ongoing.
 - I.6 Develop the 2023-2024 biennial budget with a new format by Q3 2022.
 - I.7 Purchase and implement Enterprise Resource Planning Software by Q4 2022

Department: Finance

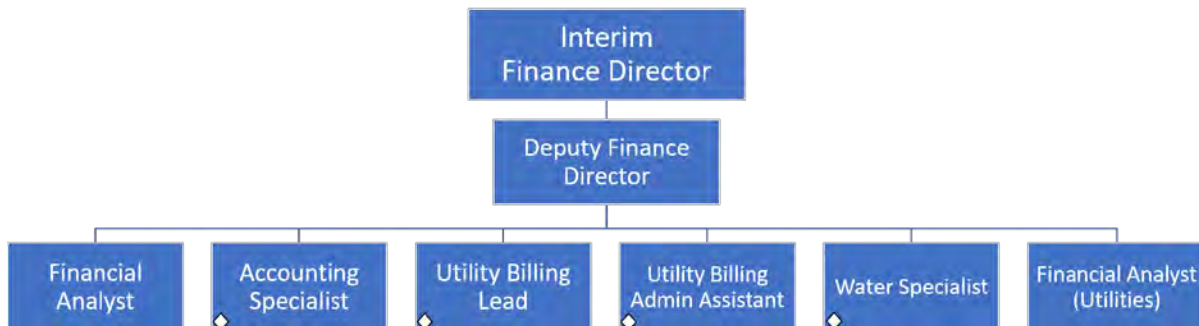
Work Plan (continued)

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

- 2.1 Transition to monthly financial reports by Q4 2022. Implementation of this goal is tied to procurement and implementation of the new financial software.
- 2.2 Support the Community Planning and Development Department's Cost of Service/Cost Recovery Fee Analysis. This work will be ongoing through Q1 2022.
- 2.3 Assist with the implementation of the Meter Replacement Project, develop new internal business operations, and train staff based on this infrastructure improvement by Q4 2022.
- 2.4 Support broader use of the City's asset management system Cityworks among external service departments. Utilize asset management data to establish/update policies for capital reinvestment and replacements. Utilize the data to confirm the prioritization and replacement schedule for infrastructure. This work is ongoing.
- 2.5 Support implementation of the Supervisory Control and Data Acquisition (SCADA) System conducted by Public Works through project completion.
- 2.6 Hire and train a Financial Analyst (1.0 FTE) to support the Finance team in budget development, financial reporting, and long-term financial planning for the City's capital program and utility functions by Q2 2022.

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Financial Services	4.50	4.50	4.50	5.50	0.0%	22.2%
Utility Billing	2.50	2.50	2.50	2.50	0.0%	0.0%
Total FTEs	7.00	7.00	7.00	8.00	0.0%	14.3%
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	7.00	7.00	7.00	8.00	0.0%	14.3%



Department: Finance

Approved Budget Proposals

The Finance Department operating budget includes the following approved budget proposals:

One-Time

- **Enterprise Resource Planning Software Acquisition (Goal 1.7)**

The City's current accounting software, One Solution, has not had a significant update in over ten years. The recommended update requires significant staff time and financial investment. Although One Solution is still functional, it operates on code written in the early 2000s. In some cases, it cannot provide data in an efficient and timely manner without significant time devoted to manual data entry. This lack of functionality and integration makes processes less than efficient.

Staff will develop a scope of work and issue a request for qualifications to evaluate alternative accounting software solutions. Once complete, the requested resources will support the one-time purchase and installation of a new accounting software that will streamline processes and begin phased-in implementation by early 2022. Staff anticipate the Utility Funds will share 44.5% of the purchase costs with the remaining 65.5% supported by the General Fund.

On-Going

- **1.0 FTE Financial Analyst (Goal 2.6)**

This position will support the Finance Department with accounting, finance, and budgetary analysis with emphasis on the City's Utility Funds and capital improvement program. The position will also complete financial reports, revenue, and expense allocation plans, and provide financial management oversight to the external operation departments. The position will be integral in proactive utility operating systems planning and budget development.

Department:
Finance

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Beginning Fund Balance	-	-	65,500	98,250	N/A	50.0%
Business License Fees	171,978	102,688	82,500	82,500	-19.7%	0.0%
Utility Charge for Services	452,144	482,111	468,107	602,463	-2.9%	28.7%
Parking Permits	6,070	21,535	4,800	4,600	-77.7%	-4.2%
General Tax Revenue	722,046	815,759	791,967	873,467	-2.9%	10.3%
Total Revenues	1,352,238	1,422,093	1,412,874	1,661,280	-0.6%	17.6%
Expenditures:						
Salaries & Wages	767,783	789,250	695,471	786,457	-11.9%	13.1%
Benefits	263,160	292,705	279,829	325,763	-4.4%	16.4%
Supplies	9,403	6,050	6,750	6,750	11.6%	0.0%
Contractual Services	227,764	250,760	338,850	446,200	35.1%	31.7%
Communications	15,148	18,900	17,400	17,400	-7.9%	0.0%
Internal Service Charges	41,308	41,628	48,374	49,310	16.2%	1.9%
Other Services & Charges	27,671	22,800	26,200	29,400	14.9%	12.2%
Total Expenditures:	1,352,238	1,422,093	1,412,874	1,661,280	-0.6%	17.6%

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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration	514,745	686,636	690,248	709,091	0.5%	2.7%
Operations	5,986,561	5,631,596	5,884,049	6,064,674	4.5%	3.1%
Community Risk Reduction	261,841	309,164	257,176	264,616	-16.8%	2.9%
Training	128,938	168,101	157,400	162,400	-6.4%	3.2%
Total	6,892,086	6,795,497	6,988,873	7,200,781	2.8%	3.0%



Department: Fire

Work Plan

I. Goal: Keep the Mercer Island community safe through effective planning, training, response, and mitigation of emergencies.

- I.1 Deploy personnel and resources in an efficient and effective manner to remain responsive to community needs during the current COVID-19 Pandemic.
- I.2 In collaboration with regional partners, 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 Q4 2021.
- I.3 Maintain CPR, AED, Rescue Diver, and technical rescue certifications and research and implement training opportunities designed to further improve performance outcomes in each of these disciplines by Q1 2022.
- I.4 Focus on the physical and mental wellness of firefighters by developing the MIFD PEER Support Team and offering quarterly webinars on mental health and wellness. This work is ongoing.
- I.5 Assess MIFD current baseline performance metrics and establish new baseline response metrics for both stations by Q2 2022.
- I.6 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 2021. If implementation is feasible this will improve response times from Fire Station 91 to the downtown core.
- I.7 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.
- I.8 Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program, or contract with Bellevue Fire Department CARES program for Mercer Island residents pending consideration and acceptance by the City Council by Q2 2021.
- I.9 With the use of outside consultants, study the feasibility of Fire Impact Fees related to new residential and commercial construction. These fees should include providing funding as allowed by RCW 82.02.050 due to increased demands related to infrastructure growth and service delivery objectives. It is anticipated that the study should be initiated the end of Q1 2021. Pending the results of the study, implementation, if warranted, should commence as recommended.

2. Goal: Maintain or increase cardiac survival rates.

- 2.1 Continue to participate in cardiac survival studies through King County Emergency Medical Services (KCEMS).
- 2.2 Continue to work towards decreasing the average turnout times by two seconds each year over the next two years and decreasing overall response times to meet the 90% goal set forth in the standard of cover (SOC) document.
- 2.3 Support Citizen initiated CPR by reimplementing MIFD instructed classes by Q1 2022.
- 2.4 Analyze potential implementation of the PulsePoint App for citizen-initiated CPR prior to MIFD arrival to increase patient survivability and determine whether Mercer Island can provide this service City-wide via North East King County Regional Public Safety Communication Agency (NORCOM) by Q2 2022.

Department: Fire

Work Plan (continued)

3. Goal: Continued emphasis on community risk reduction through fire prevention and public education.

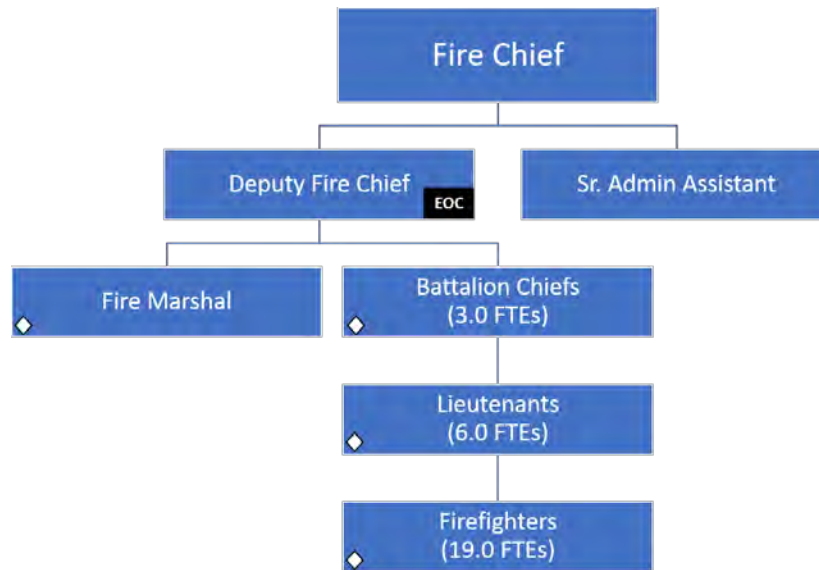
- 3.1 Work with Sound Transit on design, plan review, and installation of fire suppression systems for the light rail station by 2023.
- 3.2 Work with Zone I Fire Marshals on the Puget Sound Emergency Radio Network (PSERN) in-building radio coverage for the new County radio system, to be completed by Q4 2022.
- 3.3 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 the citizens of Mercer Island.
- 3.4 Train one Inspector per shift (A, B and C) to become a certified International Code Council (ICC) inspector I by Q4 2022.
- 3.5 Develop lesson plans for approximately 10 public education related topics (Home Safety, Exit Drills, Smoke Detector Education etc.) by Q4 2022.
- 3.6 Work with the Community Planning & Development Department and the City Council to adopt the 2018 Fire code by Q2 2021.
- 3.7 The Fire Marshal will continue and expand the scope of Operational Permit issuance as outlined in the International Fire Code in Q1 2021. This time will be used to educate and inform business owners/operators of the necessity of the operational permit process. Starting January of 2022, in conjunction with Community Planning and Development, fees will be approved and added to the fee schedule for the sole intent to recover cost associated with issuing permits.

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Administration	3.00	3.00	3.00	3.00	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	32.00	32.00	32.00	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	32.00	32.00	32.00	0.0%	0.0%

Department: Fire

Staffing Summary (continued)



Approved Budget Proposal

The Fire Department operating budget includes the following approved on-going budget proposal:

- **Utilize Mobile Integrated Health (MIH) funds from King County Emergency Medical Services (KCEMS) to implement a MIH program, or contract with Bellevue Fire Department CARES program for Mercer Island residents (Goal 1.8)**
This is a budget neutral request, pending consideration and acceptance by the City Council by Q2 2021. The adopted King County ALS/EMS six-year (2020-2025) levy provides funding to local fire departments for the purpose of establishing a Mobile Integrated Healthcare (MIH) program designed to address the needs of low-acuity 9-1-1 callers and vulnerable community members by developing programs and systems that connect individuals accessing the Emergency Medical System (EMS) to a wide array of health and social services. The primary goals of this program are to 1) Connect our community members to the most appropriate health and social services; 2) optimize availability of emergency services; and 3) Position EMS as an integrated and interconnected link in the broader health and social services system.

Department:
Fire

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Ambulance Transport Fee	306,398	307,500	302,600	309,400	-1.6%	2.2%
Development Permit Fees	99,806	140,000	107,400	119,300	-23.3%	11.1%
King County EMS Levy	510,283	497,021	645,420	650,000	29.9%	0.7%
EMS Charge for Service	596,794	615,123	627,517	640,000	2.0%	2.0%
Donation & Other	26,849	5,700	3,500	3,500	-38.6%	0.0%
General Purpose Revenue	5,351,956	5,230,153	5,302,436	5,478,581	1.4%	3.3%
Total Revenues	6,892,086	6,795,497	6,988,873	7,200,781	2.8%	3.0%
Expenditures:						
Salaries & Wages	4,811,615	4,611,661	4,737,946	4,843,683	2.7%	2.2%
Benefits	1,340,577	1,405,048	1,312,364	1,385,652	-6.6%	5.6%
Supplies	162,465	195,127	162,996	164,496	-16.5%	0.9%
Contractual Services	71,128	112,300	294,000	296,000	161.8%	0.7%
Communications	23,901	17,700	29,000	29,000	63.8%	0.0%
Internal Service Chargs	219,971	162,414	241,047	243,850	48.4%	1.2%
Other Services & Charges	40,584	38,965	29,100	38,600	-25.3%	32.6%
Intergovernmental Services	221,844	252,282	182,420	199,500	-27.7%	9.4%
Total Expenditures	6,892,086	6,795,497	6,988,873	7,200,781	2.8%	3.0%

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, 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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Civil & Criminal Case Processing	437,031	466,457	473,078	484,370	1.4%	2.4%
Total	437,031	466,457	473,078	484,370	1.4%	2.4%

Work Plan

- I. **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.**
 - I.1. Hold court hearings in a timely fashion as required by the Washington State Supreme Court.
 - I.2. Adjudicate civil infractions and set hearing dates.
 - I.3. Prepare monthly reports and submit to the Office of Administrator of the Courts.
 - I.4. Facilitate probation and court monitoring services to ensure compliance with judgments and sentencing.
 - I.5. Collect court fines.
 - I.6. Continue to provide municipal court services to the City of Newcastle via the current interlocal agreement.

Department:
Municipal Court

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Court Fines & Forefeits	265,213	214,604	262,600	257,400	22.4%	-2.0%
General Purpose Revenue	171,818	251,853	210,478	226,970	-16.4%	7.8%
Total Revenues	437,031	466,457	473,078	484,370	1.4%	2.4%
Expenditures:						
Salaries & Wages	289,852	287,854	299,471	305,401	4.0%	2.0%
Benefits	109,956	126,815	135,728	141,090	7.0%	4.0%
Supplies	296	2,500	2,000	2,000	-20.0%	0.0%
Contractual Services	11,644	22,000	10,000	10,000	-54.5%	0.0%
Internal Service Charges	19,795	19,888	20,679	20,679	4.0%	0.0%
Other Services & Charges	5,489	7,400	5,200	5,200	-29.7%	0.0%
Total Expenditures	437,031	466,457	473,078	484,370	1.4%	2.4%

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 I 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	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Mandatory Intergov't'l Services	43,588	46,623	44,400	46,200	-4.8%	4.1%
Voluntary Intergov't'l Services	306,260	306,432	329,610	322,300	7.6%	-2.2%
Other General Gov't Services	3,560,394	4,701,798	3,022,536	3,735,822	-35.7%	23.6%
Total	3,910,241	5,054,853	3,396,546	4,104,322	-32.8%	20.8%

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Mandatory Intergov't'l Services	-	-	-	-	N/A	N/A
Voluntary Intergov't'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 Intergov't'l Services	-	-	-	-	N/A	N/A
Voluntary Intergov't'l Services	-	-	-	-	N/A	N/A
Other General Gov't Services	0.58	0.58	-	-	-100.0%	N/A
Total LTEs	0.58	0.58	-	-	-100.0%	N/A
Total FTEs & LTEs	0.58	0.58	-	-	-100.0%	N/A

Approved Budget Proposals

The operating budget includes the following approved budget proposals:

One-Time

- **ADA Transition Plan**

The Americans with Disabilities Act (ADA) of 1990 provides comprehensive civil rights protections to persons with disabilities in the areas of employment, state and local government services, and access to public accommodations, transportation, and telecommunications. **The City is required to complete a Self-Evaluation and Transition Plan that will address the requirements of ADA Title II.** This plan will be used to identify obstacles limiting accessibility, describe and identify methods to make these obstacles accessible, and plan a schedule to bring City facilities and operations into compliance. The City will hire an outside consultant to help with this self-evaluation and the development of a Transition Plan. Funding for this planning work was included in the 2019-2020 biennial budget. The work item was suspended due to the COVID-19 Pandemic. This project work will be managed by the Public Works/Operations Department.

Department:
Non-Departmental

Approved Budget Proposals (continued)

- **Soil Remediation and Site Characterization**

The City previously operated an underground fuel tank at the City maintenance facility. Contaminated soil and groundwater have been located on the City's property and on the southern portion of the adjacent property (9555 SE 36th St.) Chemical injections to expedite the degradation of the contaminants have been ongoing. Additional injections 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 (DOE). Total cost for the 2021-2022 biennium are estimated at \$350,000, of this 50% or \$175,000 is expected to be reimbursed by the City's insurance. The remaining \$175,000 cost is shared between the Utility Funds at 26%, or \$45,500, and the General Fund at 74%, or \$129,500. One-time funding is needed for the General Fund portion.

Additionally, a notice from DOE was received in 2013 informing the City that Fire Station 91 is a known location of reported contaminated soils and/or groundwater. Further site characterization is needed to determine whether contaminants remain on the property or additional remediation efforts are needed. This project includes soil borings and the installation of monitoring wells. Given the age of the underground fuel tanks at Fire Station 91, current conditions, and remaining evaluation of expected useful life analysis is needed. Oversight and management of this work will be performed by the Public Works/Operations Department with support from the Legal Department and the Fire Department. This work will not be eligible for insurance reimbursement. The estimated cost of \$100,000 will be shared by the Utility funds at 26%, or \$26,000, and the General Fund at 74%, or \$74,000. One-time funding is needed for the General Fund portion.

- **Appropriation: Youth & Family Services Fund**

The 2021-2022 Budget reflects an interfund transfer of \$107,787 in 2021 and \$856,762 in 2022 from the General Fund to the YFS Fund. These appropriations address the revenue shortfalls resulting from the ongoing impacts of the COVID-19 Pandemic on Thrift Shop operations. Thrift Shop operations will continue to recover over the next biennium, likely reducing the interfund transfer amount. Changes to the YFS Fund budget will be addressed incrementally and through the budget amendment process over the course of the biennium.

- **Mercer Island Chamber of Commerce Support**

Restore the City's support of the Mercer Island Chamber of Commerce in 2021. This work is managed by the Community Planning & Development Department

On-Going

- **Public Camping and Shelter Support**

This budget proposal addresses two areas of concern for the Mercer Island Community: (1) camping on city-owned property, and (2) shelter space for those experiencing homelessness.

Currently, there are no shelters on Mercer Island to support those experiencing homelessness. Staff recommends the City enter into an agreement with the regional Human Services Funding Collaborative to support Eastside shelters. An annual contribution of \$10,000 to the Collaborative will support four area shelters that serve broad demographics, including Friends of Youth (youth), Catholic Community Services (families), Sophia Way (women), and Congregation for the Homeless(men).

Department:
Non-Departmental

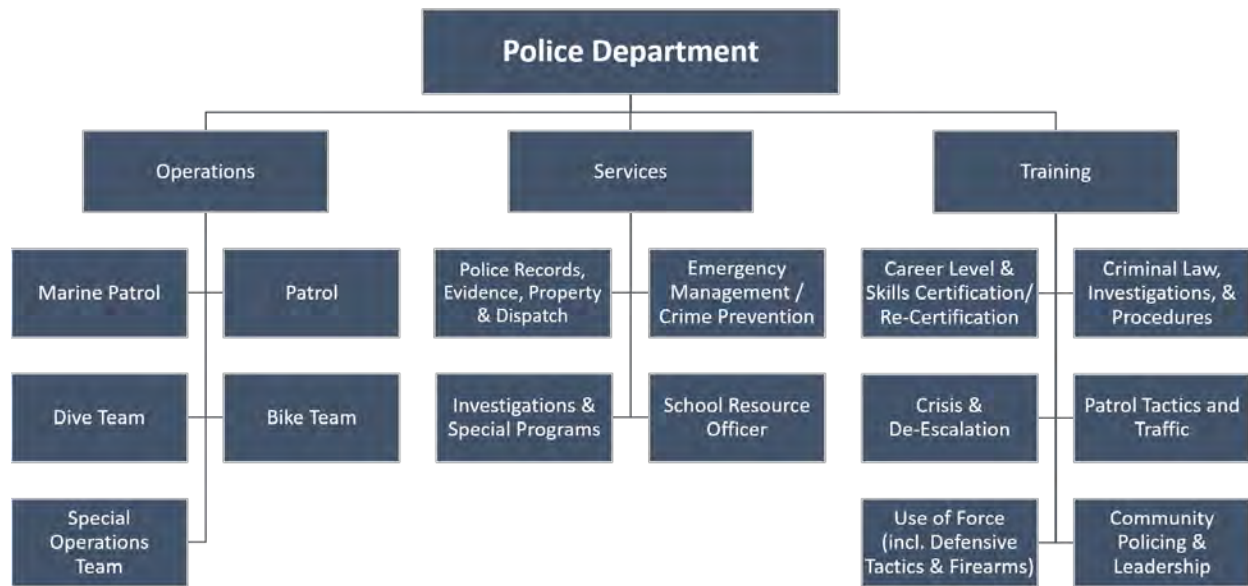
Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenue:						
Beginning Fund Balance-General	-	-	505,187	1,162,262	N/A	130.1%
Contingency Fund	1,245,336	657,900	-	-	-100.0%	N/A
Property Tax - FF Pension Fund	84,671	94,000	83,000	87,000	-11.7%	4.8%
Interest Earnings	3,500	3,500	5,000	5,000	42.9%	0.0%
General Purpose Revenue	2,576,735	4,299,453	2,803,359	2,850,060	-34.8%	1.7%
Total Revenue	3,910,241	5,054,853	3,396,546	4,104,322	-32.8%	20.8%
Expenditure:						
Salaries & Wages	18,266	1,294,302	145,000	145,000	-88.8%	0.0%
Benefits	428,802	833,851	528,586	548,712	-36.6%	3.8%
Supplies	31,744	578,225	31,300	37,800	-94.6%	20.8%
Contractual Services	145,676	213,670	225,200	298,200	5.4%	32.4%
Communications	31,870	33,520	34,000	34,000	1.4%	0.0%
Internal Service Charge	43,447	40,999	29,463	30,048	-28.1%	2.0%
Insurance	774,249	702,781	605,900	635,850	-13.8%	4.9%
Other Services & Charges	1,774	1,500	650	650	-56.7%	0.0%
Intergovernmental Services	351,450	354,405	375,660	370,200	6.0%	-1.5%
Interfund Transfers	2,082,964	1,001,600	1,420,787	2,003,862	41.9%	41.0%
Total Expenditures	3,910,241	5,054,853	3,396,546	4,104,322	-32.8%	20.8%

POLICE DEPARTMENT

The Mercer Island Police Department provides a full range of police services while respecting individual rights and freedoms. 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 police and EMS 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 against offenders, 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 Police 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 City of Renton, City of Issaquah, and King County.



Department: Police

Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration	1,233,130	1,198,773	1,219,055	1,252,961	1.7%	2.8%
Patrol	3,485,564	3,667,976	3,555,907	3,965,844	-3.1%	11.5%
Marine Patrol	618,899	486,900	567,797	582,636	16.6%	2.6%
Investigations & Special Programs	702,831	697,655	707,412	733,325	1.4%	3.7%
Emergency Management	187,012	217,816	212,183	218,246	-2.6%	2.9%
Records, Property & Dispatch	899,224	951,317	914,306	980,614	-3.9%	7.3%
Special Teams	42,448	39,900	39,900	45,400	0.0%	13.8%
Training	76,583	74,500	75,000	77,500	0.7%	3.3%
Jails	73,731	90,850	90,850	90,850	0.0%	0.0%
Total	7,319,422	7,425,687	7,382,410	7,947,376	-0.6%	7.7%

Work Plan

I. Goal: Prepare for the impacts of growth and change.

- I.1 Update Animal Control Ordinance in conjunction with the City Attorney's office by Q2 2022
- I.2 Review and propose potential updates to current regulations regarding camping, temporary structures, and overnight parking on public property by Q1 2021.
- I.3 Establish potential partnerships with area shelters for those who experiencing homelessness, by Q1 2021.
- I.4 Prepare for the new Light Rail station, to include response protocols and pedestrian and vehicles safety considerations. This work is ongoing.
- I.5 Hire two additional Patrol Officers in 2022, for implementation in 2023, to have two officers assigned to the Sound Transit light rail station during all shifts.
- I.6 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.

2. Goal: Stabilize the organization and optimize resources to ensure efficient and effective delivery of public safety service.

- 2.1 Conduct an annual community drug-takeback event annually.
- 2.2 Improve and simplify the Police Department's scheduling and payroll data entry process in collaboration with Human Resources by Q3 2021.
- 2.3 Complete the Emergency Operations Center (EOC) improvements by Q4 2022. The EOC serves as the central location when managing mid- to large-scale emergencies. (Subject to adoption of the CIP budget).
- 2.4 Provide each officer annual training, including State-mandated classes, Crisis Intervention Training, De-escalation training, cultural awareness and anti-biased policing training, updated Use of Force training, training required by accreditation, to maintain certifications, and additional specialized continuing education.

Department: Police

Work Plan (continued)

- 2.5 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.
- 2.6 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. This work is ongoing.
- 2.7 Participate and engage in educational campaigns related to drowning prevention and water safety.
- 2.8 Maintain proficiency with the special operations team, the dive team, and bicycle team. This work is ongoing.
- 2.9 Continue to monitor jail contracts, seeking efficiencies whenever possible.
- 2.10 Continue to ensure the Department complies with State accreditation standards and achieve reaccreditation in Q3 2021.

3. Goal: Enhance public safety communication.

- 3.1 Collaborate with public safety partners to acquire and implement the Puget Sound Emergency Radio Network (PSERN) for public safety communications by Q4 2022.

4. Goal: Continue focus on community safety, community outreach, and education.

- 4.1 Continue to operate and oversee the City-wide emergency response to the COVID-19 Pandemic.
- 4.2 Implement COVID-19 safety protocols for the Department to ensure continuity of service and compliance with the Governor's Safe Start Plan with a focus on education until the end of the Pandemic.
- 4.3 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.
- 4.4 Continue to recruit volunteers for Community Emergency Response Team (CERT), Map Your Neighborhood Program, and Emergency Preparedness Volunteer Teams.
- 4.5 Continue to proactively combat crimes through crime prevention and education programs, by leveraging social media outreach and rigorous investigation efforts.
- 4.6 Continue 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.
- 4.7 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.
- 4.8 Restore the Citizens Academy, Community Emergency Response Team (CERT), and National Night Out. Conduct one Citizens Academy and one CERT training by Q4 2022.

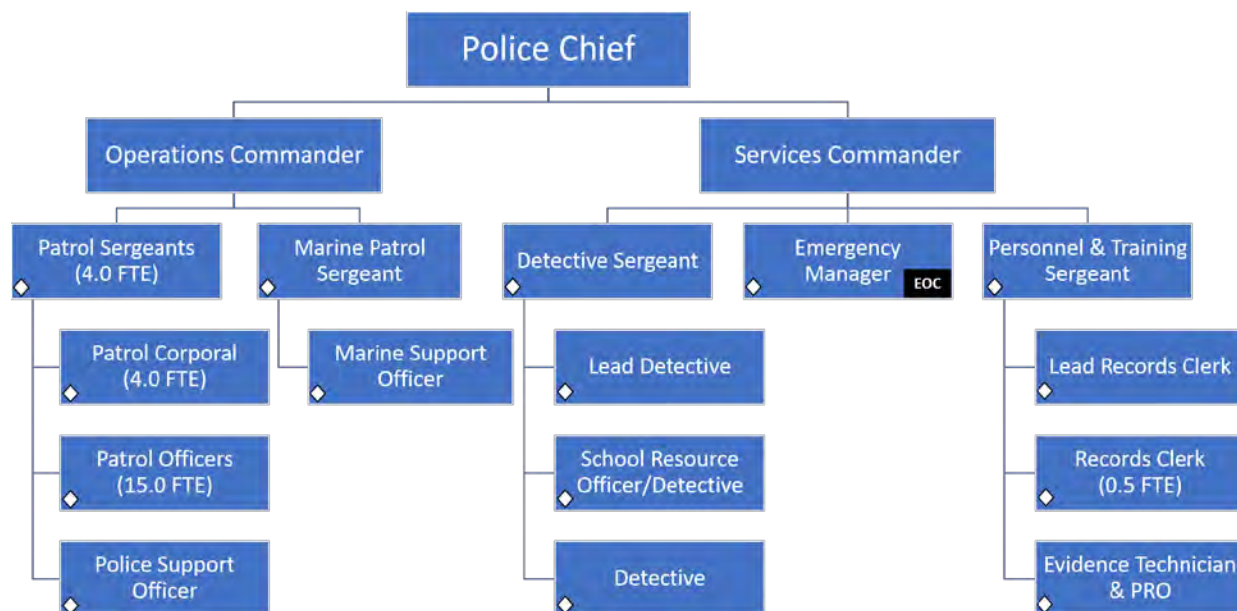
Department: Police

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Administration	4.00	4.00	4.00	4.00	0.0%	0.0%
Patrol	22.00	22.00	22.00	24.00	0.0%	9.1%
Marine Patrol	2.00	2.00	2.00	2.00	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	35.50	35.50	37.50	0.0%	5.6%
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	35.50	35.50	37.50	0.0%	5.6%

Department: Police

Staffing Summary (continued)



Approved Budget Proposals

The Police Department operating budget includes the following approved on-going budget proposals:

- **2.0 FTE Patrol Officer (Goal 1.5)**
If funded, the two additional patrol officers will be assigned to the Sound Transit light rail station area. They will develop relationships with the key stakeholders and will serve as the liaisons between the City, local businesses, Sound Transit, and Metro. They will perform proactive daily patrols during the weekdays with a focus on:
 1. Safety for the pedestrians and bicyclists
 2. Safe and efficient traffic flow
 3. Individual and personal safety
 4. Timely responses to emergencies for police and fire
 5. Minimizing negative impacts on parks, the town center, and surrounding neighborhoods.

A strong officer presence at the onset will serve as an effective deterrent for those who would otherwise choose to engage in criminal activity at / near the light rail station. If the two patrol positions are not funded, existing officers will patrol the area. Given the 12 to 18-month lead time needed to hire police officers, recruitment for these two new positions will need to occur in 2022 for implementation in 2023.

- **Public Camping and Shelter Support (Goals 1.2 and 1.3)**
This budget proposal addresses two areas of concern for the Mercer Island community: (1) camping on city-owned property, and (2) shelter space for those experiencing homelessness.

Department: Police

Budget Proposals (continued)

The current City code prohibits camping in City parks but is silent regarding camping on other City-owned property and public easements. As it is currently written, MICC 9.30.160 states “It is unlawful for any person or group of persons to camp out in any park except at places set aside for such purposes by the director and so designated by signs.” Staff recommends expanding the scope of prohibitions on camping to include all City-owned property and public easements and this work item will be considered in Q1 2021. Recent case law, however, determined that it is unconstitutional to enforce ordinances prohibiting camping in public places when no shelter space is available.

Currently, there are no shelters on Mercer Island to support those experiencing homelessness. Staff recommends the City enter into an agreement with the regional Human Services Funding Collaborative to support Eastside shelters. An annual contribution of \$10,000 to the Collaborative will support four area shelters that serve broad demographics, including Friends of Youth (youth), Catholic Community Services (families), Sophia Way (women), and Congregation for the Homeless(men).

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Sales Tax (Criminal Justice)	761,428	674,900	674,900	708,600	0.0%	5.0%
State Shared Revenues (CJ)	37,109	37,945	35,200	36,100	-7.2%	2.6%
Vessel Registration Fees	15,633	78,000	75,990	74,090	-2.6%	-2.5%
Federal and Local Grants	58,461	24,500	14,840	15,200	-39.4%	2.4%
MI School District (SRO)	26,734	27,685	29,100	29,000	5.1%	-0.3%
Marine Patrol Contract	85,091	84,018	82,900	87,100	-1.3%	5.1%
Other Police Revenue	39,821	10,000	8,900	8,800	-11.0%	-1.1%
General Purpose Revenue	6,295,146	6,488,639	6,460,580	6,988,486	-0.4%	8.2%
Total Revenues	7,319,422	7,425,687	7,382,410	7,947,376	-0.6%	7.7%
Expenditures:						
Salaries & Wages	4,334,008	4,322,664	4,258,888	4,572,482	-1.5%	7.4%
Benefits	1,447,940	1,613,913	1,570,556	1,739,705	-2.7%	10.8%
Supplies	113,181	166,900	154,300	154,300	-7.5%	0.0%
Contractual Services	78,177	70,400	49,200	49,200	-30.1%	0.0%
Communications	22,613	30,500	30,500	30,500	0.0%	0.0%
Internal Service Charges	545,984	452,222	592,352	597,189	31.0%	0.8%
Other Services & Charges	45,757	34,137	26,550	46,450	-22.2%	75.0%
Intergovernmental Services	731,761	722,951	688,064	745,550	-4.8%	8.4%
Capital	-	12,000	12,000	12,000	0.0%	0.0%
Total Expenditures	7,319,422	7,425,687	7,382,410	7,947,376	-0.6%	7.7%

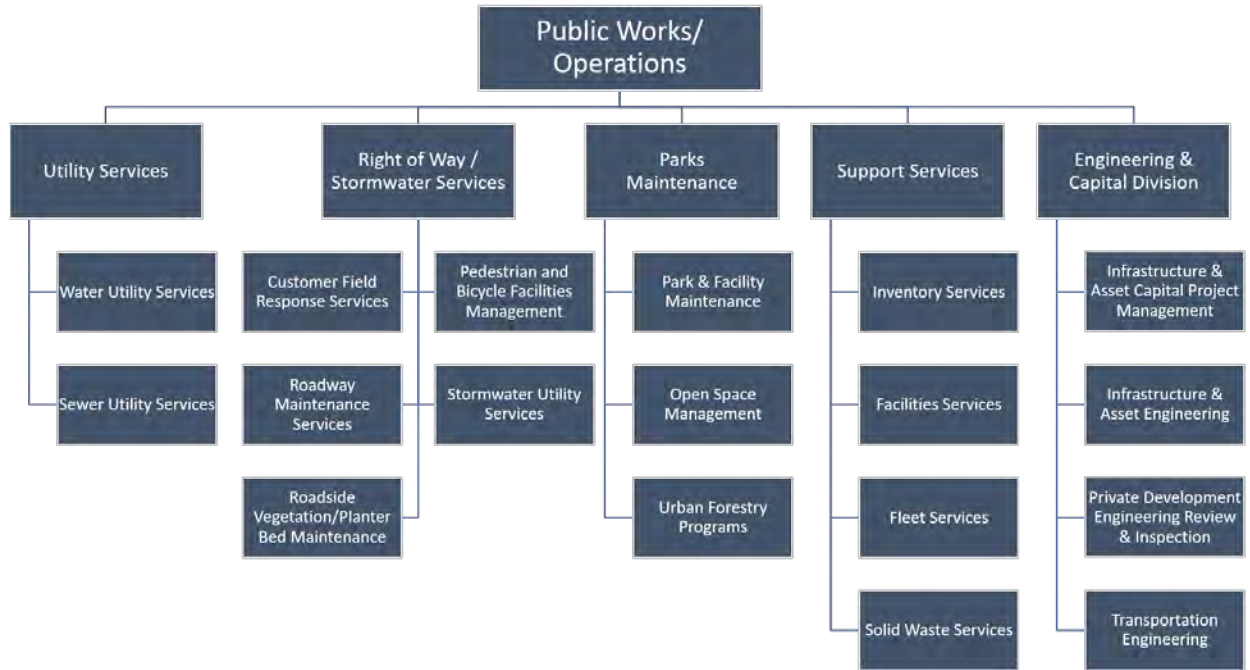
PUBLIC WORKS/OPERATIONS DEPARTMENT

The Public Work/Operations 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 maintenance and construction of city infrastructure.
- **Capital & Engineering:**
 - Oversee the planning, design and construction of the following city infrastructure systems and assets: sanitary sewer collection, stormwater collection, transportation, including roads, water supply and distribution, and parks and park facilities (budgeted and accounted for within the City's Capital Improvement Program); and
 - 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.

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

Department:
Public Works/Operations



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration	925,015	1,067,882	1,367,781	1,395,566	28.1%	2.0%
Right-of-Way Services	1,079,791	1,088,903	1,317,372	1,336,709	21.0%	1.5%
Water Utility Services	4,143,967	4,764,918	4,972,099	5,511,690	4.3%	10.9%
Sewer Utility Services	7,420,903	8,074,961	7,905,539	8,424,956	-2.1%	6.6%
Stormwater Utility Services	916,190	1,156,798	964,950	992,737	-16.6%	2.9%
Park Maintenance	2,492,587	1,962,362	2,347,682	2,425,942	19.6%	3.3%
Solid Waste Services	29,372	36,000	44,750	45,000	24.3%	0.6%
Facilities Services	516,361	442,055	655,305	678,396	48.2%	3.5%
Fleet Services	546,339	544,923	548,005	554,714	0.6%	1.2%
Customer Field Response Services	285,284	266,357	308,244	321,520	15.7%	4.3%
Total	18,355,808	19,405,159	20,431,727	21,687,230	5.3%	6.1%

Department:
Public Works/Operations

Work Plan

- 1. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.**
 - I.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 all facilities shared/jointly maintained between the MISD and the City.
 - I.2 Complete the Parks, Recreation and Open Space (PROS) Plan by Q2 2022.
 - I.2.1 Establish level of service standards for parks maintenance operations consistent with by Q2 2022.
 - I.3 Renegotiate the Washington State Department of Transportation (WSDOT) maintenance agreements for Aubrey Davis Park.
 - I.4 Develop Standard Operating Procedures for Cityworks (asset management system) by Q1 2022.
 - I.4.1 Increase staff skill and competency in the Cityworks platform through ongoing trainings. This work is ongoing.
 - I.4.2 Develop Key Performance Indicators (KPI's) for Cityworks by Q1 2022.
 - I.5 Establish a succession plan for staff within the Department to address upcoming retirements. Continue cross-training 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.
- 2. Goal: Provide safe, functional, and efficient delivery of public services and ensure preservation and maintenance of critical public infrastructure.**
 - I.2 Develop and adopt the Transportation Improvement Program (TIP) by July each year.
 - I.3 Implement the Supervisory Control and Data Acquisition Project ("SCADA" Project) by Q4 2022.
 - I.4 Complete the Water Meter Replacement Project by Q4 2022.
 - I.5 Complete the Risk & Resiliency Assessment by Q2 2021 and update the Emergency Response Plan (RRA & ERP Plan) by Q4 2021. Water utilities are required by the United States Environmental Protection Agency to complete a risk and resiliency assessment and update the Utility's Emergency Response plan every five years.
 - I.6 Continue with 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.
 - I.7 Complete approved capital projects per the schedules identified in the CIP. Provide regular updates to the City Council and the community on progress.
 - I.8 Expand the awareness campaign for "See-Click-Fix" encouraging community members to report issues identified in the field.
 - I.9 Complete the annual National Pollution Discharge Elimination System (NPDES) permit requirements for the Stormwater Utility. This is an annual requirement.
 - I.10 Complete the ADA Transition Plan by Q4 2022.
 - I.11 Complete the Site Characterization for soil and groundwater at Fire Station 91 by Q4 2022.

Department:
Public Works/Operations

Work Plan (continued)

- 1.12 Hire a consultant to conduct a Town Center Parking Study to review current code, existing parking restrictions, and identify opportunities for parking improvements within the Town Center.
- 1.13 Issue a Request for Proposals to evaluate contracting out utility locate services.
- 3. Goal: Prepare for Sound Transit Interchange and King County Metro construction.**
 - 3.1 Coordinate with King County Metro and Sound Transit to ensure that infrastructure impacted by upcoming projects 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 Research and implement 2021-2022 initiatives, to potentially include:
 - 4.1.1 Community solar campaign and green power for City facilities
 - 4.1.2 Enhanced food waste and recycling options inside City and within the community
 - 4.1.3 Support select K4C priorities and legislation
 - 4.1.4 Implement bicycle wayfinding map and final Town Center/Mountains to Sound Greenway Trail signage
 - 4.1.5 Continue work on energy efficiency retrofits within City facilities
 - 4.2 Update the City's carbon footprint assessment in partnership with local sustainability collaborators and prioritize future Green House Gas-reduction actions for proposed City Climate Action Plan by Q4 2021.
 - 4.3 Serve as the City program/contract manager for Metro #630 Commuter Shuttle; service currently suspended in pandemic but expected to resume late 2021.
 - 4.4 Continue research and implementation of mobility initiatives that help users reach regional transit at Town Center without SOV usage.
 - 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.

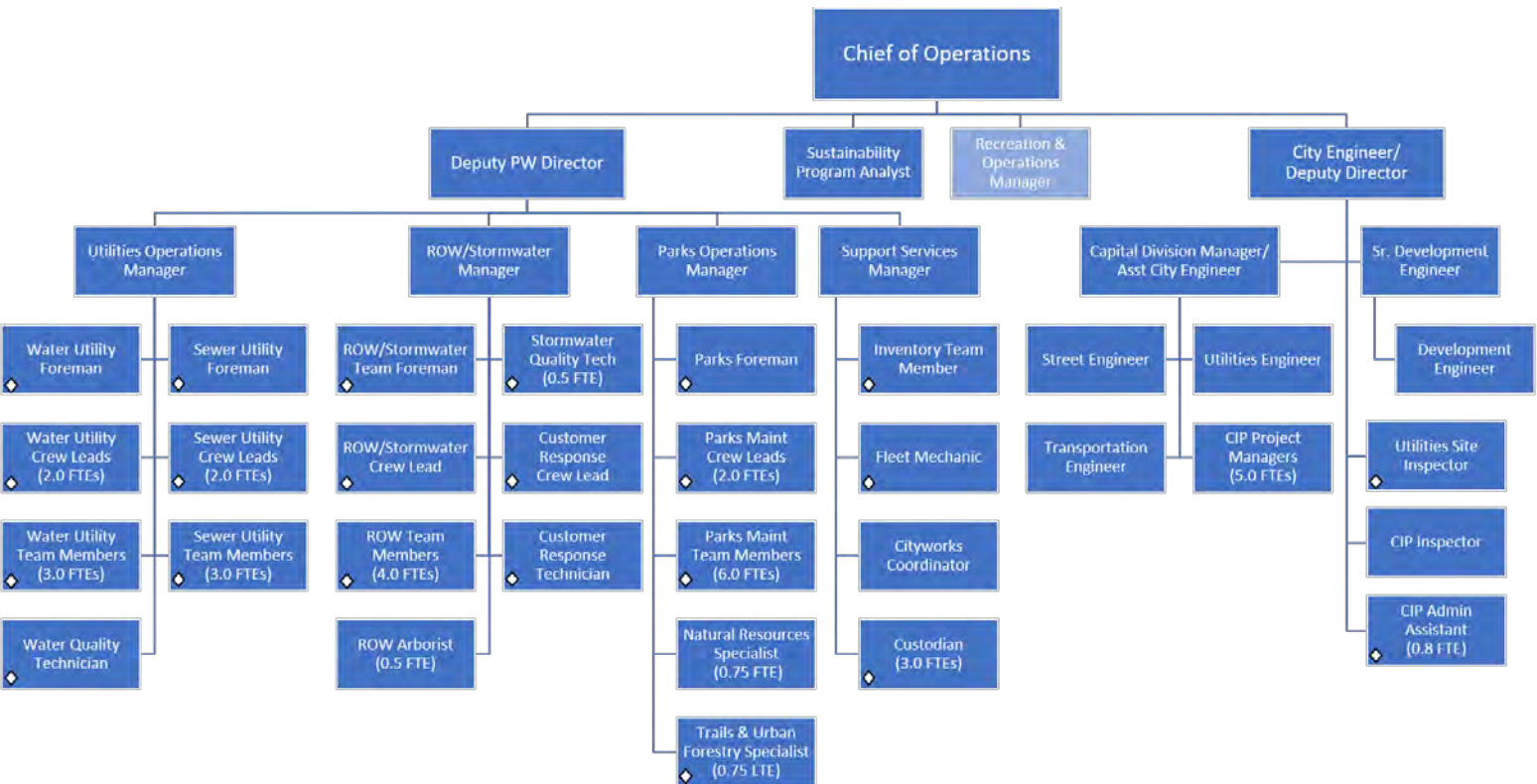
Department:
Public Works/Operations

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Administration	4.10	4.10	4.90	4.90	19.5%	0.0%
Right-of-Way Services	3.75	3.75	5.00	5.00	33.3%	0.0%
Water Utility Services	7.35	7.35	8.80	8.80	19.7%	0.0%
Sewer Utility Services	6.55	6.55	6.80	6.80	3.8%	0.0%
Stormwater Utility Services	3.25	3.25	3.25	3.25	0.0%	0.0%
Park Maintenance	11.70	11.70	9.95	9.95	-15.0%	0.0%
Solid Waste Services	-	-	-	-	N/A	N/A
Facilities Services	1.15	1.15	3.30	3.30	187.0%	0.0%
Fleet Services	1.30	1.30	1.20	1.20	-7.7%	0.0%
Customer Field Response Svcs	2.00	2.00	2.00	2.00	0.0%	0.0%
Development Engineering	-	-	1.80	1.80	N/A	0.0%
Capital Project Mangement (CIP)	6.80	6.80	14.60	14.60	114.7%	0.0%
Total FTEs	47.95	47.95	61.60	61.60	28.5%	0.0%
Limited Term Equivalents (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)	-	-	-	-	N/A	N/A
Total LTEs	-	-	-	-	N/A	N/A
Total FTEs & LTEs	47.95	47.95	61.60	61.60	28.5%	0.0%

Department:
Public Works/Operations

Staffing Summary (continued)



Department: **Public Works/Operations**

Department Changes

The scope of the Public Works Department expanded in 2020 due to restructuring and impacts to other Departments. Many City operations are now housed under this Department and the recommendation is to continue this structure for the 2021-2022 biennium. A number of new or restored positions are reflected in the budget. Funding for these positions is split between the General Fund, the Utility Funds and the Capital Project Funds. Descriptions for all of the new positions are included here for continuity. The percentage split by funding source is noted for each of the new or restored positions.

New or Restored Maintenance and Operations Positions

- **1.0 FTE Public Works Deputy Director**

This new position will oversee city-wide maintenance operations, which now includes parks maintenance and natural resources, in addition to stormwater, utilities, and ROW maintenance functions. Funding for this position is split between the General Fund (15%), Water Utility (25%), Sewer Utility (25%), Stormwater Utility (25%) and the Street Fund (10%)

- **Restore 1.0 FTE Parks Maintenance Foreman**

This position was funded in the previous biennium and left unfilled because of the 2020 workforce reductions. This position is recommended to be restored. The Foreman serves as a critical in-field supervisor for the Park Maintenance team. Comparable positions exist within each of the Public Works operational functions. This position is fully funded through the General Fund.

- **1.0 FTE Support Services Manager**

This is a new position and will manage the new Support Services Division encompassing Fleet, Buildings, Cityworks (asset management system), and custodial services. This position will collaborate with the maintenance divisions and capital/engineering divisions on asset management and capital planning. Position funding is split between the General Fund (50%) and building capital reinvestment projects in the Capital Improvement Fund (50%). A portion of the General Fund cost is recovered from the Utility Funds through a building maintenance overhead charge.

- **1.0 FTE Cityworks Coordinator**

This is a new position and will manage and administer the Cityworks asset management system. This business system is used by Public Works to manage infrastructure, providing real-time data about City assets and is an essential planning tool for future reinvestment. The platform also includes the “See-Click-Fix” application, allowing community members to submit field requests from their mobile device. Funding for this position is split between the General Fund (25%), Water Utility (25%), Sewer Utility (25%), and the Stormwater Utility (25%).

- **2.0 FTE Custodian**

Two new custodial positions are added to replace custodial services currently performed by contract. The City has utilized contract services for 20+ years and has experienced ongoing performance issues. The transition to in-house services will improve quality of service, timeliness, and ensure adherence to expanded cleaning and sanitization protocols as a result of the COVID-19 Pandemic. These positions will increase the citywide custodial staff team to 3.0 FTE, providing seven day a week coverage for all City facilities. Funding for these positions is primarily General Fund, with a portion of the costs recovered from the Utility Funds through a building maintenance overhead charge.

Department:
Public Works/Operations

Department Changes (continued)

New or Restored Positions Project Manager and Engineering Positions

- **3.0 FTE CIP Project Manager**

These are new positions. The CIP Project Managers are responsible for managing a variety of Capital Improvement Projects that support infrastructure repair and replacement for the City utilities, transportation network, and parks. The project managers will coordinate the planning, design, permitting, and construction of approved Capital Improvement Projects. These staff positions are needed to implement the CIP work plan and are funded within capital project costs proposed in the six-year capital plan and funded by the Utility Funds, Street Fund, and Capital Improvement Fund. These new positions establish a succession planning path for senior-level staff in the Capital & Engineering team anticipated to retire in the next two to five years.

- **1.0 FTE Development Engineer**

This is a new position that will perform engineering review of private development projects, right of way use permits, and right of way encroachments. This position provides support for the engineering team through taking the less complex work of the Sr. Development Engineer and City Engineer, supports the work of the Sr. Development Engineer and Utilities Site Inspector during absences, and creates a succession planning path for the Sr. Development Engineer. Funding for this position is supported by permit revenues and the General Fund.

Approved Budget Proposals

The Public Works/Operations Department operating budget includes the following approved budget proposals:

One-Time

- **1.0 FTE Sustainability Program Manager**

This position has been moved from the City Manager's Office and in order to better oversee on-the-ground implementation of sustainability programs, measures, and outreach, within the Public Works/Operations Department to improve energy efficiency as well as reduce the City's own carbon footprint and waste generation. This work will include capital project support and coordination with the maintenance and operations teams on sustainability initiatives, while also maintaining the City's long-running involvement in regional intergovernmental sustainability initiatives, such as the King County-Cities Climate Collaboration (K4C) and others, and interaction with local sustainability advocates. The position will update City and community Greenhouse Gas (GHG) metrics for reporting purposes and ensure the completion of the draft Mercer Island Sustainability Plan.

- **Reinstate Park Maintenance Casual Labor**

Parks Maintenance relies on casual labor to support operations during the peak recreation season (Q2-Q3 annually) to meet community needs and maintain existing levels of service. Due to the COVID-19 Pandemic in 2020, the casual labor positions within Parks Maintenance were eliminated. Maintenance was deferred and service levels in parks significantly declined. Casual Labor is used to support operations during the peak months (annually) to handle duties such as park mowing, general landscape, park restroom maintenance and cleaning, park access and safety, ballfield rentals and other general park services. On average, 8-10 part-time/casual labor positions are used to help maintain levels of service.

Department:
Public Works/Operations

Approved Budget Proposals (continued)

- **Town Center Parking Study (Goal 1.12)**

Parking restrictions within the Town Center and the North Mercer Restricted Parking District are governed by MICC 10.74.030(A) & (B). This budget proposal will include a study, completed by an outside consultant, to review current code, existing parking restrictions and identify opportunities for parking improvements within the Town Center. The study will provide recommendations on modifications that can be made to the Town Center Parking District ahead of the opening of the Sound Transit Light Trail Station. The scope of work will include an evaluation and recommendation on the City's existing permit parking system.

- **Town Center Beautification**

The Town Center Beautification was reduced in the 2019-2020 budget. The reduction included casual labor (a 9-month seasonal position) and the reduction of maintenance services that support the Town Center right-of-way. Preventative maintenance activities such as pressure washing of sidewalks and furniture, planter bed maintenance including the annual flower and hanging basket beautification program, and early-stage crack repairs were reduced. This budget proposal will reinstate preventative maintenance, spring hanging baskets, and the annual color program in the Town Center.

On-Going

- **Contract Utility Locate Services (Goal 1.13)**

Washington State Law (RCW 19.122.020(8)) requires any project that involves excavation, must notify all Utility companies so existing infrastructure can be marked to avoid unnecessary damages. Work includes emergency repairs to infrastructure, private development, or excavating on private property (i.e., fence installation).

Currently, the City performs the utility locate services for Water, Sewer, and Storm Water Utilities. In 2019, the City responded to over 2,565 locate tickets, which takes staff away from other critical maintenance work. This budget proposal will include a Request for Proposals to evaluate contracting out utility locate services. Private locate companies successfully perform this work for other jurisdictions and may be a suitable alternative to using in-house resources. This work will be bargained with the AFSCME Union as part of the 2021 contract negotiations.

Department:
Public Works/Operations

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Park Facility Use Fees	182,346	41,000	14,100	143,763	-65.6%	919.6%
Real Estate Excise Tax	270,858	479,144	451,681	458,284	-5.7%	1.5%
Water Rates & Other Chgs	4,478,924	5,078,783	5,185,042	5,731,817	2.1%	10.5%
Sewer Rates & Other Chgs	7,704,350	8,352,317	8,290,561	8,813,210	-0.7%	6.3%
Stormwater Rates & Other Chgs	1,132,544	1,375,783	1,255,665	1,293,768	-8.7%	3.0%
Internal Charges	546,339	544,923	548,431	555,168	0.6%	1.2%
Aubrey Davis Park Landscape	535,442	550,800	559,254	560,000	1.5%	0.1%
General Purpose Revenue	3,505,005	2,982,409	4,126,993	4,131,220	38.4%	0.1%
Total Revenues	18,355,808	19,405,159	20,431,727	21,687,230	5.3%	6.1%
Expenditures:						
Salaries & Wages	3,620,895	3,624,090	4,352,943	4,527,174	20.1%	4.0%
Benefits	1,735,105	1,542,748	1,857,433	1,939,667	20.4%	4.4%
Supplies	851,992	826,730	837,161	846,161	1.3%	1.1%
Water Purchases	1,922,076	2,110,162	2,300,000	2,415,000	9.0%	5.0%
Contractual Services	1,037,679	1,828,487	1,460,615	1,494,640	-20.1%	2.3%
Communications	111,730	131,220	135,350	135,350	3.1%	0.0%
Internal Service Charges	749,391	634,609	841,545	846,983	32.6%	0.6%
Insurance	236,210	242,448	254,850	268,780	5.1%	5.5%
Utilities	748,951	804,573	792,500	825,104	-1.5%	4.1%
Other Services & Charges	764,073	724,526	757,580	791,130	4.6%	4.4%
King County Sewage Treatment	4,797,727	4,828,462	5,083,506	5,312,086	5.3%	4.5%
Intergovernmental Services	25,351	26,400	26,400	27,150	0.0%	2.8%
General Administration Support	418,950	466,779	574,899	585,686	23.2%	1.9%
Debt Service (Principal & Int)	1,144,733	1,444,870	1,156,945	1,672,319	-19.9%	44.5%
Capital	190,945	169,055	-	-	-100.0%	N/A
Total Expenditures	18,355,808	19,405,159	20,431,727	21,687,230	5.3%	6.1%

RECREATION TRANSITION TEAM

The Parks & 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.

The Recreation Transition Team is focused on reestablishing operations for the Mercer Island Community and Event Center and rebuilding the Recreation division. Please note, one staff member on the Recreation Transition Team is also responsible for management and tracking all grant and reimbursement programs related to the COVID-19 Pandemic.



Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration	843,189	517,162	490,528	192,774	-5.2%	-60.7%
MI Community & Event Center	1,147,340	579,749	216,489	218,001	-62.7%	0.7%
Recreation & Special Programs	957,200	263,451	35,536	35,536	-86.5%	0.0%
Total	2,947,729	1,360,362	742,553	446,311	-45.4%	-39.9%

Work Plan

I. Goal: Stabilize the organization, optimize resources, and develop a long-term plan for fiscal sustainability.

- I.1 Work with the City Manager's office to develop a transition plan to re-open the Mercer Island Community and Event Center (MICEC) and restore recreation programs and services. Work will commence Q4 2020 with City Council initial review planned for early Q2 2021.
 - I.1.1 Potential to integrate transition planning work with the Parks, Recreation and Open Space (PROS) Plan Update, also planned to resume at the end of Q4 2020.
 - I.1.2 Transition plan to include a revised recreation services operating budget for 2021-2022 and an updated fee structure. A budget amendment will be required for recreation services to resume.
- I.2 Continue to process athletic field facility reservation requests and to provide customer service support for MICEC facility rentals impacted by the COVID-19 Pandemic.
- I.3 Assist with citywide communications regarding parks and recreation operations.

Department: Recreation Transition Team

Work Plan (continued)

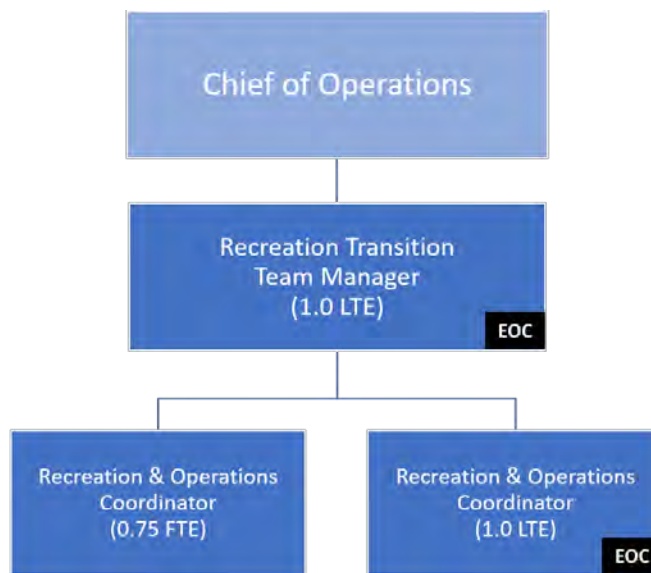
1.4 Provide staff support for the Parks & Recreation Commission and the Arts Council.

2 Goal: Provide emergency response services related to the COVID-19 Pandemic

2.1 Continue to administer the grant and other reimbursement programs. related to the COVID-19 Pandemic. This work is ongoing.

Staffing Summary

& Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalent (FTEs)						
Administration	4.15	4.15	0.75	0.75	-81.9%	0.0%
MI Community & Event Center	7.25	7.25	-	-	-100.0%	N/A
Recreation & Special Programs	2.95	2.95	-	-	-100.0%	N/A
Total FTEs	14.35	14.35	0.75	0.75	-94.8%	0.0%
Limited Term Equivalent (LTEs)						
Administration	-	-	2.00	-	N/A	-100.0%
MI Community & Event Center	-	-	-	-	N/A	N/A
Recreation & Special Programs	-	-	-	-	N/A	N/A
Total LTEs	-	-	2.00	-	N/A	-100.0%
Total FTEs & LTEs	14.35	14.35	2.75	0.75	-80.8%	-72.7%



Department: **Recreation Transition Team**

Department Changes

The Parks & Recreation Department was considerably impacted by the COVID-19 Pandemic. The closure of the Mercer Island Community & Event Center and cancellation of all recreation programming and field use in March 2020 eliminated a critical funding source for the Parks & Recreation Department. As a result, workforce reductions were implemented in the Spring of 2020.

The Recreation Transition Team operating budget includes the new and restored positions:

- **1.0 LTE Operations Transition Team Manager, 1.0 LTE Recreation & Operations Coordinator, and 0.75 FTE Recreation & Operations Coordinator**
The Operations Transition Team Manager and one Recreation and Operations Coordinator are LTE positions and only budgeted through 2021. They will be focused on supporting EOC operations, COVID-19 grant administration, parks facility scheduling, recreation marketing and developing recovery plans. Recommended recovery plans will be brought to the City Council for approval in early Q2 2021.

Approved Budget Proposals

The Recreation Transition Team operating budget includes the following approved budget proposals:

One-Time

- **Recreation Recovery Plan Startup Funding**
This placeholder includes funding to re-open the Mercer Island Community & Event Center (MICEC) and restore some recreational services and arts programming. As the transition planning is implemented (anticipated for Council follow-up in Q1 2021), additional resources will be needed to begin to renew the MICEC and Recreational Programs. This budget proposal is intended to fund staff to process reservations, develop recreational programming, and begin the implementation of the Recreation Recovery Plan.

On-Going

- **Recreational Programming Operating Subsidy**
This is a placeholder to ensure sufficient ongoing resources are in place in 2022 to sustain the Mercer Island Community and Event Center (MICEC) and the recreation and arts programs. City recreation programs and special events have had a positive and meaningful impact to the Mercer Island Community for many years. Due to the impacts from the COVID-19 Pandemic, the MICEC was closed in mid-March and recreation and arts programs were suspended. Staff are working on a recovery plan to resume operations and programs in 2021 and have requested one-time start up resources to rehire staff, procure supplies etc. This budget proposal anticipates that an ongoing subsidy of \$400k per year will be needed to support the MICEC and recreation and arts programming in 2022.

Department:
Recreation Transition Team

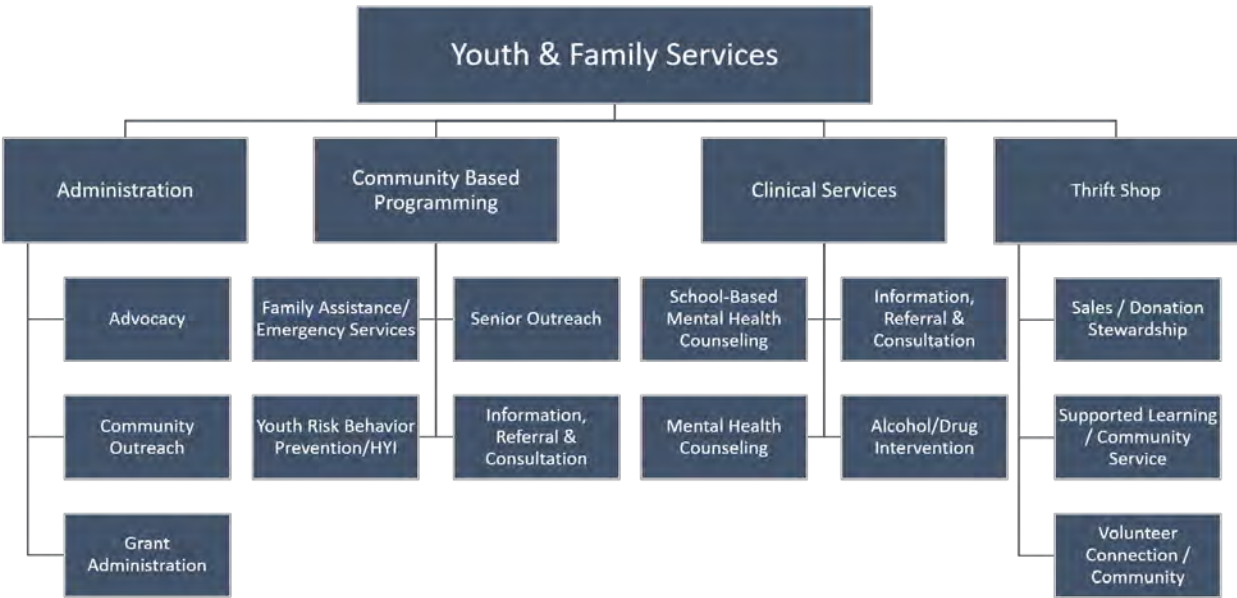
Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
1% for the Arts Fund	18,403	31,465	17,000	17,000	-46.0%	0.0%
Boat Launch Ticket Sales	43,113	40,000	67,800	67,800	69.5%	0.0%
Recreation and Special Programs	774,370	130,650	9,400	16,550	-92.8%	76.1%
MI Community & Events Center	799,882	182,650	80,000	80,000	-56.2%	0.0%
General Purpose Revenue	1,311,961	975,597	568,353	264,961	-41.7%	-53.4%
Total Revenues	2,947,729	1,360,362	742,553	446,311	-45.4%	-39.9%
Expenditures:						
Salaries & Wages	1,408,309	505,861	285,637	68,592	-43.5%	-76.0%
Benefits	535,028	201,779	111,106	29,325	-44.9%	-73.6%
Supplies	90,321	30,798	7,350	7,350	-76.1%	0.0%
Contractual Services	544,005	343,560	126,450	125,100	-63.2%	-1.1%
Communications	5,559	3,700	1,950	1,950	-47.3%	0.0%
Internal Service Charges	145,130	137,745	99,270	100,929	-27.9%	1.7%
Utilities	95,805	93,600	95,290	97,065	1.8%	1.9%
Other Services & Charges	67,475	25,669	7,500	7,500	-70.8%	0.0%
Intergovernmental Services	16,097	17,650	8,000	8,500	-54.7%	6.3%
Capital	40,000	-	-	-	N/A	N/A
Expenditures	2,947,729	1,360,362	742,553	446,311	-45.4%	-39.9%

YOUTH & FAMILY SERVICES

The Youth & Family Services (YFS) Department provides a wide range of social services for Mercer Island residents. These services include programs that offer counseling and intervention, youth development, prevention of risk behaviors, 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.
- **Thrift Shop:** The Thrift Shop is 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 generate funding for the department's array of human services.



Department: Youth & Family Services

Operating Expenditures

Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Administration	688,317	423,888	293,936	300,103	-30.7%	2.1%
Professional Services	1,420,604	1,656,761	1,583,233	1,520,969	-4.4%	-3.9%
Thrift Shop	860,061	476,849	301,014	306,890	-36.9%	2.0%
Total	2,968,983	2,557,498	2,178,183	2,127,962	-14.8%	-2.3%

Work Plan

1. Goal: Develop a Long-Term Funding Strategy for Human Services

- 1.1 Assist the YFS Working Group, a partnership of the YFS Foundation and the City, in developing a recommendation on long-term funding strategies for YFS services for review and consideration by the City Council. This work is ongoing with a recommendation tentatively scheduled for Q1 2021. Refinement of the goals and objectives of the YFS Working Group is subject to further direction by the City Council.
- 1.2 Work with the City Council on a recovery plan for YFS services, to include restoration of the positions that are currently furloughed (e.g., school-based mental health counselors). This work is tied to recovery of Thrift Shop operations and the long-term funding strategy assigned to the YFS Working Group. This work is ongoing.
- 1.3 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.
- 1.4 Develop a recommendation to establish and grow a YFS Reserve Fund as part of the 2023-2024 biennial budget by Q4 2022.

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.
- 2.3 Continue to utilize tele-health services during the COVID-19 Pandemic. Coordinate with the MISD staff as to the timing and restoration of in-person services. This work is ongoing.

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 serving YFS annually.
- 3.2 Continue public outreach campaigns to address community mental health needs related to the COVID-19 Pandemic and other emerging issues. This work is ongoing.

Department:
Youth & Family Services

Work Plan (continued)

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 part of transition to less-restrictive phases of the Washington State “Safe Start” COVID-19 phased reopening plan.
- 4.2 Provide emergency financial assistance support as available and meet 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 the demand for geriatric case management services.

5. Goal: HIPAA (Health Insurance Portability and Accountability Act) Compliance

- 5.1 Transition YFS operations to ensure compliance with HIPAA standards by Q4 2022.
- 5.2 Complete the updated to the YFS policy and procedures manual Q4 2022. Policies related to financial assistance programs may require City Council review and approval.

6. Goal: Integrate and Expand Organizational Diversity, Equity, and Inclusion Practices

- 6.1 Implement an organizational assessment and staff training schedule by Q1 2021.
- 6.2 Hold monthly mental health-specific consultation sessions during clinical team meetings. This work is ongoing.
- 6.3 Draft a five-year plan for organizational diversity, equity, and inclusion efforts, in coordination with City-wide efforts by Q2 2022.
- 6.4 Schedule annual diversity, equity, and inclusion trainings and consultation targeted for mental-health professionals and human services providers.

7. Goal: Resume Thrift Shop Operations and Manage Special Projects

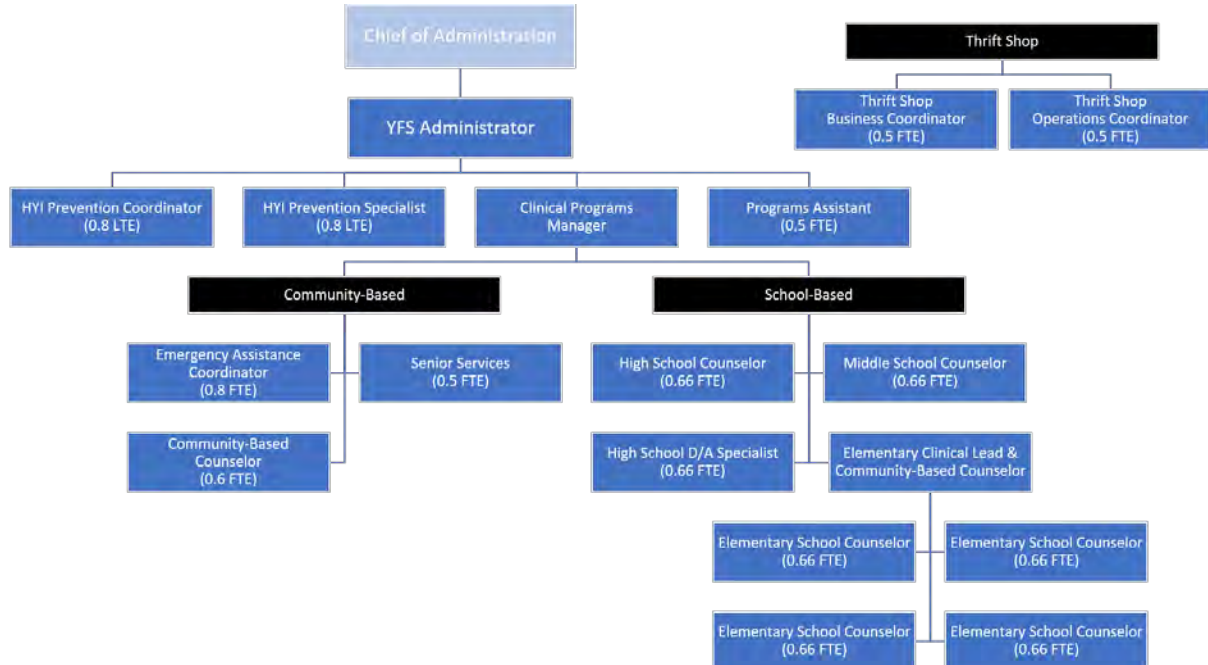
Note: The Thrift Shop staff team and associated operations are currently supported by the EOC/Transition Team, a resource team specifically dedicated to recovering services and operations that were impacted by the COVID-19 Pandemic. The Thrift Shop work plan items are reflected here given that Thrift Shop revenues support the YFS Fund.

- 7.1 Continue work on the Thrift Shop operations recovery plan with a goal of gradually expanding retail sales and donations processing per the guidelines of the Governor’s Safe Start Plan. Prepare budget proposals for City Council review and consideration as recovery progresses. This work is ongoing.
- 7.2 Expand marketing and outreach campaign efforts related to resuming Thrift Shop donations efforts. Encourage pre-sorting of donations and aim to reduce the costs associated with disposing of non-saleable donations. This work is ongoing.
- 7.3 Re-establish the Thrift Shop volunteer team, providing training and compliance with COVID-19 safety protocols.
- 7.4 If approved by the City Council (matter is pending in Q4 2020), provide support for the Thrift Shop and Recycling Center Remodel Project.

Department: Youth & Family Services

Staffing Summary

Type of Employee & Department Function	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Full Time Equivalents (FTEs)						
Administration	3.63	3.63	1.35	1.35	-62.8%	0.0%
Professional Services	10.00	9.17	8.72	8.72	-4.9%	0.0%
Thrift Shop	2.00	2.00	1.20	1.20	-40.0%	0.0%
Total FTEs	15.63	14.80	11.27	11.27	-23.9%	0.0%
Limited Term Equivalents (LTEs)						
Administration	0.50	0.50	-	-	-100.0%	N/A
Professional Services	0.20	0.20	1.60	1.60	700.0%	0.0%
Thrift Shop	6.00	6.00	-	-	-100.0%	N/A
Total LTEs	6.70	6.70	1.60	1.60	-76.1%	0.0%
Total FTEs & LTEs	22.33	21.50	12.87	12.87	-40.1%	0.0%



Department: **Youth & Family Services**

Department Changes

The Youth and Family Services (YFS) Department was considerably impacted by the COVID-19 Pandemic. The closure of the Thrift Shop in March 2020 eliminated a critical funding source for the YFS Department. Thrift Shop revenue comprised 64% of YFS Department projected revenues in 2020. As a result, workforce reductions were implemented in the Spring of 2020. Most positions will remain furloughed for the 2021-2022 biennium, including the school-based mental health counselors at 32 hours per week.

The Youth & Family Services operating budget includes the following staffing changes:

- **0.5 FTE YFS Programs Assistant**
This position supports customer service functions, food pantry operations, emergency assistance programs, mental health counseling reception and clinical records management, and financial operations for the YFS Department. This position was funded for 4 months in the fall of 2020 using MIYFS Foundation donations.
- **0.8 FTE Healthy Youth Initiative (HYI) Prevention Specialist**
This position will support federal grant administration for the Mercer Island Healthy Youth Initiative (HYI), to increase underage substance use prevention efforts on Mercer Island, including mental health promotion, family support services and youth engagement. HYI is made up of local experts, Island residents, community and regional partners dedicated to positively impacting the lives of youth in the Mercer Island community.

Approved Budget Proposals

The Youth & Family Services operating budget includes the following approval budget proposal:

On-Going

- **Diversity and Inclusion Training (Goal 6.4)**
Government plays a key role in advancing racial equity through policy and institutional strategies aimed at closing gaps and improving outcomes for all groups. In 2019, employees attended Cultural Competency training to help explore how individual identity develops as well as attitudes towards cultural differences. This budget proposal is for training specific to mental-health counseling and human services providers.

One-Time

- **Thrift Shop Startup Funding (Goal 7)**
The Mercer Island Thrift Shop provides critical revenue to support the Youth & Family Services Department. Due to the Pandemic, the Thrift Shop closed in mid-March. At present, the Thrift Shop is open on Sundays and is selling current inventory. Donation processing is scheduled to resume on Saturdays utilizing the Mercer Island Community and Event Center (MICEC). These limited operations will provide critical learning and experience in a Pandemic environment and will be used to inform expanded operations in the future.

Department: Youth & Family Services

Approved Budget Proposals (continued)

This one-time funding request is a placeholder to ensure resources are available to support the expansion of sales and donations processing in 2021. Start-up funding is needed to hire ahead and train staff and volunteers as operations begin to scale up. These funds will also be used for procurement of supplies and equipment to meet Pandemic operating requirements and to sustain the two-facility operation. Current recovery planning is focusing on returning to a five-day retail operation in 2021. Expanding the operating days requires a minimum four-week lead time to sufficiently train staff and volunteers.

Revenue & Expenditure Summary

Description	2019	2020	2021	2022	Percent Change	
	Actual	Forecast	Budget	Budget	20-21	21-22
Revenues:						
Beginning Fund Balance	-	506,478	1,795	-	-99.6%	-100.0%
Federal, State & Local Grants	41,126	38,000	38,000	38,000	0.0%	0.0%
MI School District (Shared Cost)	60,000	60,000	60,000	60,000	0.0%	0.0%
Thrift Shop Sales	1,978,074	450,000	310,000	310,000	-31.1%	0.0%
Program Fees & Donations	199,138	261,000	91,100	91,100	-65.1%	0.0%
Emergency Assistance Program Support	72,789	132,373	208,500	118,500	57.5%	-43.2%
Youth Svcs Endowment Support	3,500	3,500	5,000	5,000	42.9%	0.0%
MIYFS Foundation Support	361,197	450,739	1,012,400	300,000	124.6%	-70.4%
Healthy Youth Initiative Grants	36,832	407,203	348,600	348,600	-14.4%	0.0%
One Time Funding (General Fund)	354,000	-	117,787	871,762	N/A	640.1%
Transfer from Contingency	-	250,000	-	-	-100.0%	N/A
Total Revenues	3,106,656	2,559,293	2,193,182	2,142,962	-14.3%	-2.3%
Expenditures:						
Salaries & Wages	1,799,085	1,187,062	1,031,572	1,052,425	-13.1%	2.0%
Benefits	724,923	575,065	553,000	576,500	-3.8%	4.2%
Supplies	54,539	30,646	38,540	38,540	25.8%	0.0%
Contractual Services	154,426	478,010	164,427	157,252	-65.6%	-4.4%
Communications	2,444	2,860	2,810	2,810	-1.7%	0.0%
Internal Service Charges	101,528	116,083	105,002	107,045	-9.5%	1.9%
Utilities	10,902	12,614	12,812	13,020	1.6%	1.6%
Other Services & Charges	103,780	150,823	262,820	173,170	74.3%	-34.1%
Intergovernmental Services	8,925	4,335	7,200	7,200	66.1%	0.0%
Interfund Transfers	8,431	-	-	-	N/A	N/A
Total Expenditures	2,968,983	2,557,498	2,178,182	2,127,962	-14.8%	-2.3%

2021-2022 Biennial Budget

Section E

Capital Improvement Program



Adopted Budget

Section E. Capital Improvement Program

Table of Contents

Introduction.....	E-1
CIP Program Summary.....	E-9
Individual Project Sheets.....	E-13
Funding by Capital Projects.....	E-151
Capital Projects by Fund.....	E-159
Project Hours by Department.....	E-162

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. Projects included in the CIP budget are those with costs in excess of \$50,000 during the biennium and with a minimum useful life of three years.

The two plans that make up the 2021-2026 CIP include the Capital Reinvestment Plan (CRP) and Capital Facilities Plan (CFP). Projects that focus improvements on the City's current infrastructure fall 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 2021 through 2026. 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 2021-2022 CIP is comprised mostly of CRP reinvestment projects - \$36.7 million (97%) to maintain the City's existing infrastructure. CFP projects make up \$1.2 million (3%) of the proposed CIP projects.

Plan Components

The 2021-2026 **CIP Program Summary (E-9)** 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-13)** include a project description and project justification. Detailed expenditure information and staff time estimates in 2021 and 2022 are described as well. Where appropriate, a map that specifies the project location is also presented.

For the long-range view, the **Funding by Capital Projects (E-151)** summary and the **Capital Projects by Fund (E-159)** summary show projects planned through future years (2022-2026) and the long-term funding strategy, both by project and by Fund. Six-year funding plans are presented for the following City Funds:

1. General Fund
2. Street Fund
3. Capital Improvement Fund
4. Technology and Equipment Fund
5. Computer Replacement Fund
6. Equipment Rental Fund
7. Water Fund
8. Sewer Fund
9. Storm Water Fund

Capital Improvement Program

Finally, the **Project Hours by Department (E-162)** summary details time commitment estimates for each department within a respective project over the two-year period. Staff time estimates were a key consideration when evaluating and selecting capital projects to establish a realistic body of work focused on the City's top infrastructure priorities.

CIP Committee – Project Recommendations

The CIP Committee – comprised of a small group of Department Directors – 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.

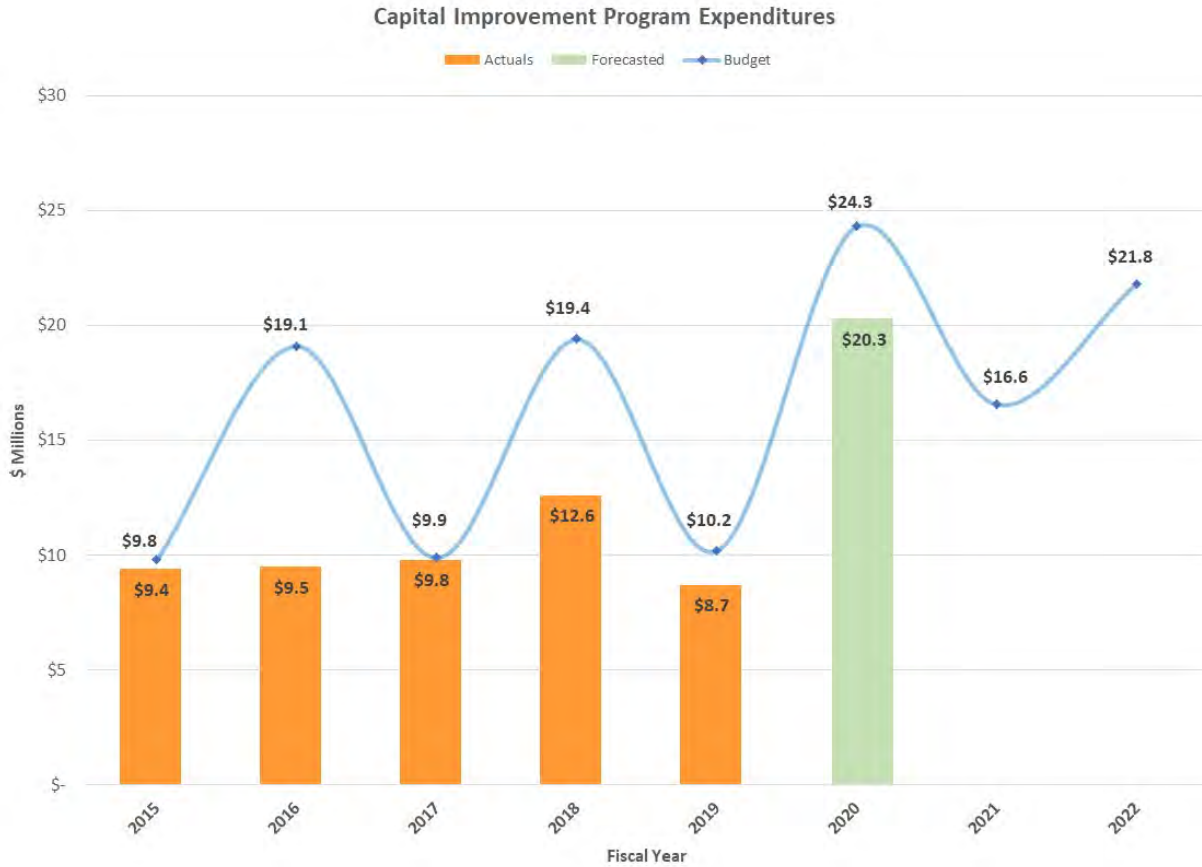
The CIP Committee subjected project applications to numerous considerations to ensure proposed projects address the most pressing priorities, effectively utilized limited capital resources, and represent a tangible work plan given proposed staffing levels. Each submitted project was provided a weighted 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 \$38.4 million – \$16.6 million in 2021 and \$21.8 million in 2022. This represents an increase of \$3.9 million compared to the 2019-2020 Adopted Budget of \$34.5 million. This increase reflects delayed capital work carrying forward from the 2019-2020 adopted budget due to staffing changes and a work plan that outpaced staffing capacity. These delays were primarily caused by impacts of the COVID-19 Pandemic.

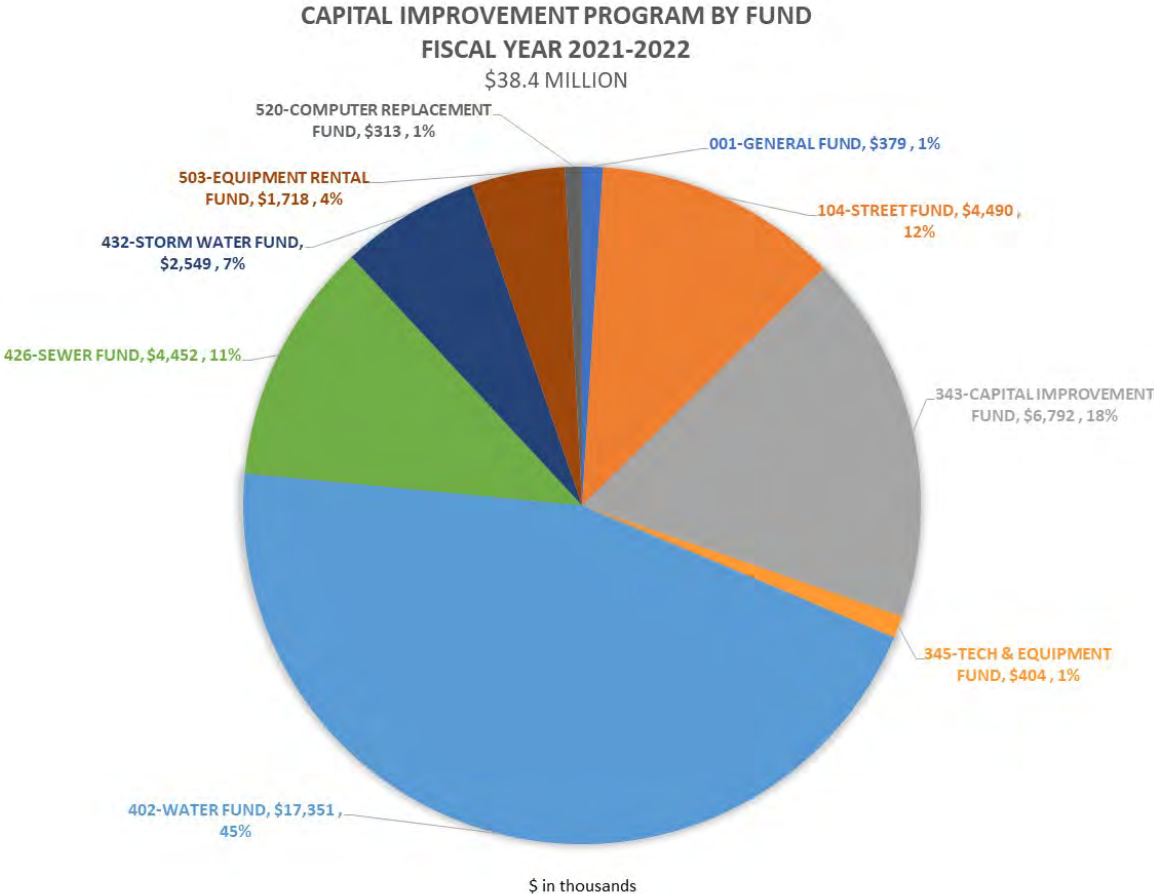
Capital Improvement Program



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. The majority of the capital program is covered by the Utility Funds (65%) and the Capital Improvement Fund (16%).

Capital Improvement Program



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 established budget policies and past Council financing strategies, CIP funding for the next two years relies on existing, available fund balances and projected revenues from Real Estate Excise Taxes (REET), Fuel Taxes (State shared revenues), and utility rates. The General Fund continues to be the sole source of funding for technology and equipment capital investments.

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 2021-2026 CIP includes the issuance of debt in 2022 of \$3,500,000 in the Water Fund and \$2,500,000 in the Sewer Fund. This debt provides adequate funding for the Booster Chlorination Station (WU0101), SCADA sewer and water system replacement (WU0102 and SU0113), and the Meter Replacement Project (WU0117).

Capital Improvement Program

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.

Expenditures for new vehicles, equipment, and technology come from general purpose revenue, reserve, or grant funding sources. Utility capital improvements are funded from utility rates, primarily on a pay-as-you-go basis.

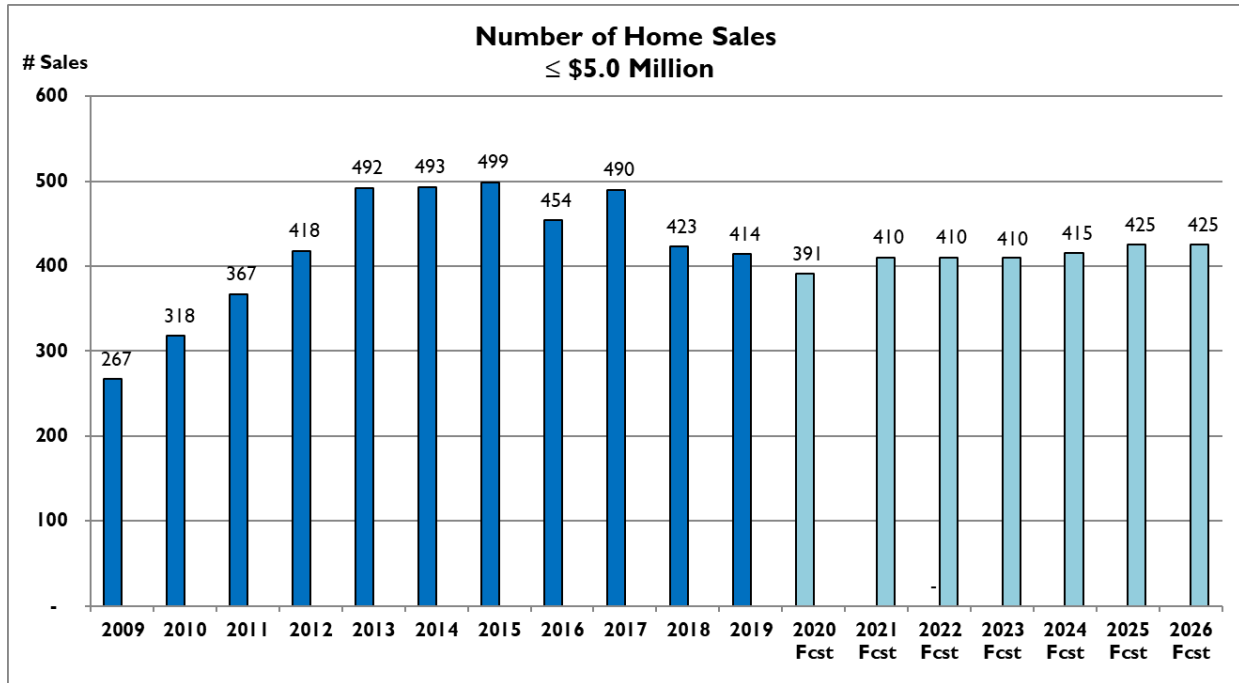
The following table provides an overview of the CIP financing strategy.

Capital Improvement Program Financing Strategy			
REET 1	REET 2	General Purpose Revenues	Utilities
Parks <ul style="list-style-type: none"> • Construction • Maintenance Open Space <ul style="list-style-type: none"> • Property Acquisition • Planning • Improvements Public Buildings <ul style="list-style-type: none"> • Repair • Maintenance • Planning and Design 	Streets <ul style="list-style-type: none"> • Construction • Maintenance Pedestrian / Bike Facilities <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 Equipment 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

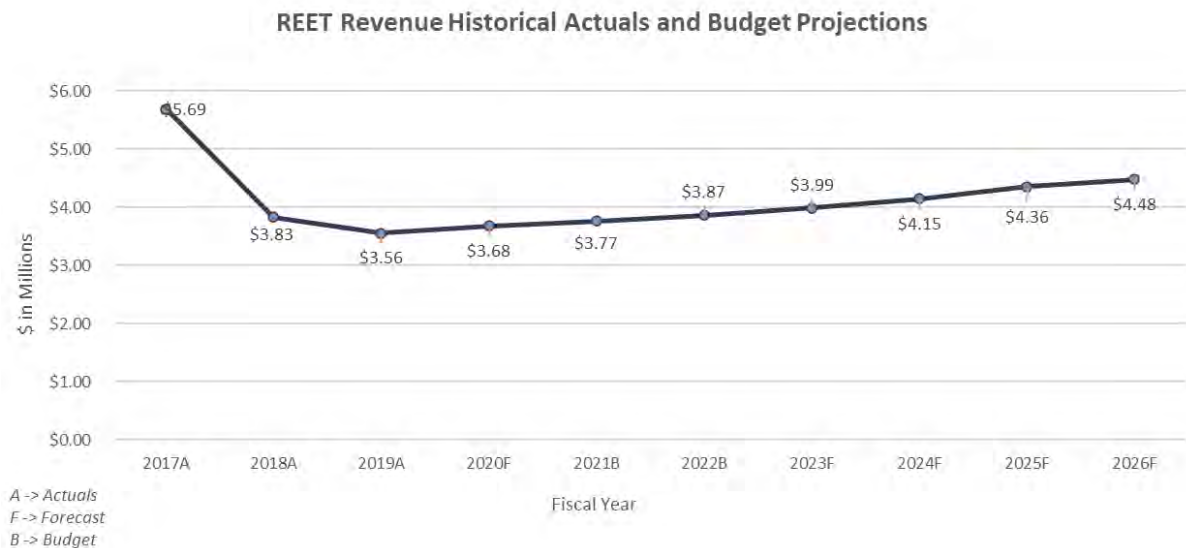
Capital Improvement Program

Real Estate Excise Tax (REET) Forecast

The REET forecast for 2021-2026 is provided below. Historical home sales (2009-2019) with a sales price equal to or less than \$5.0 million and the forecasted number of home sales (2020-2026) are shown in the chart below. Home sales have been between 400 and 500 for the last 5 years, with the forecast number of sales at 391 in 2020.



The line graph below shows the REET revenue (in millions) from 2017-2019 and the forecast from 2020-2026. The peak in 2017 is associated with the sale of three commercial properties, including the Shorewood Heights Apartments, which generated about \$2.5 million in REET.



Capital Improvement Program

The REET Forecast used for the 2021-2022 Preliminary Budget is summarized in the following table:

(\$ in thousands)	2020	2021	2022	2023	2024	2025	2026
Property Sales ≤\$5.0M:							
Forecasted average sales price	\$1,680	\$1,722	\$1,765	\$1,818	\$1,873	\$1,929	\$1,987
Change in average sales price	3.6%	2.5%	2.5%	3.0%	3.0%	3.0%	3.0%
Forecasted number of sales	391	410	410	410	415	425	425
Forecasted REET Revenue	\$3,252	\$3,495	\$3,582	\$3,690	\$3,847	\$4,058	\$4,179
Property Sales >\$5.0M:							
	\$433	\$282	\$290	\$300	\$300	\$300	\$300
Total REET Revenue	\$3,685	\$3,777	\$3,872	\$3,990	\$4,147	\$4,358	\$4,479

CIP Project Highlights (2021-2022)

The projects included in the 2021-2026 CIP are detailed on the following pages. A number of the projects are highlighted below.

- GT0106-Enterprise Resource Planning System Scoping** – The City's current accounting software is over ten-years old. Although still functional, the current accounting system does not integrate with other software used in the City and lacks functionality and integration, making processes less than efficient. By evaluating the City's current needs and conducting a request for qualifications, staff will take the first step to implement an enterprise-wide improvement that serves as the backbone for City operations.
- GT0110-Permitting System Upgrade** – The software upgrade slated for 2022 provides an enhanced suite of services to community members seeking development services. The upgrade will provide for improved electronic plan review, online payments, and improved functionality for staff tracking the services being provided.
- PA0109-Aubrey Davis Park Trail Improvements** – Funded by a Department of Commerce grant, this project furthers the work underway to construct trail safety improvements on the Mountains to Sound Regional trail in Aubrey Davis Park.
- PA0122-Luther Burbank Dock Improvements** – Project entails replacing, renovating, and reconfiguring the docks at Luther Burbank Park to support current uses including small powerboats, recreational sailing, and kayak camps.
- SP0100-Residential Street Resurfacing** – This annual program repairs and resurfaces residential streets. The program is fully funded through the biennium. Minor underground utility work will coincide in tandem to capitalize on the residential street resurfacing efforts.
- SU0113/WU0102-Supervisory Control and Data Acquisition (SCADA) System** – SCADA water and sewer management equipment and software are obsolete and no longer available or supported by the manufacturer. This infrastructure provides system critical information and communication between sewer pump stations, the water reservoir, and the Public Works building. Replacement of the system is planned through 2023 with a \$3.3 million investment in the 2021-2022 biennium financed by the Utility Funds and with debt issuance. The cost will be shared by the Water and Sewer utilities.

Capital Improvement Program

- **WU0101-Booster Chlorination Station** – One of the Department of Health (DOH) follow-up steps to the water contamination event of 2014 entailed the design of a booster disinfection system at the City's reservoir to help reduce the risk of potential future contamination of the water system. Final design and construction of the permanent booster disinfection system for the City's Reservoir and Main Pump Station is slated in the 2021-2022 biennium, reducing the risk of future contamination by providing reliable and cost-effective distribution of drinking water.
- **WU117-Water Meter Replacement Program** – This project continues efforts from the prior biennium to replace the nearly 7,600 water meters on the island. The City will replace varied and antiquated meters with the latest meter technology on a single platform, ensuring far more efficient and effective water service.

ID	Description	Plan	Target Completion Date	2021	2022	2023	2024	2025	2026	TOTAL	General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	Grant	King County Levy	Dept Fees	Other	
GB0100	City Hall Building Repairs	CRP	ONGOING	206,500	400,000	547,947	466,011	301,911	233,631	2,156,000			2,156,000									
GB0101	Public Works Building Repairs	CRP	ONGOING	261,400	64,800	83,074	107,541	67,142	71,125	655,082			163,620		196,664	196,664	98,134					
GB0102	MICEC Building Repairs	CRP	ONGOING	263,000	113,000	327,175	199,150	150,785	148,168	1,201,278			1,201,278									
GB0103	FS91 and FS92 Building Repairs	CRP	ONGOING	105,000	124,000	129,732	124,839	128,219	380,320	992,110			992,110									
GB0104	Luther Burbank Administration Repairs	CRP	ONGOING	131,000	64,000	125,180	72,263	73,970	54,055	520,468			520,468									
GB0105	Thrift Shop Building Repairs	CRP	ONGOING	43,000	24,000	133,146	66,573	40,968	44,382	352,069			352,069									
GB0107	Honeywell Site Remediation	CRP	Q4 2022	200,000	150,000					350,000	129,500				21,000	10,500	14,000				175,000	
GB0108	FS91 Site Characterization & Fuel Tank Evaluation	CRP	Q1 2022	100,000						100,000	74,000				12,000	6,000	8,000					
8	GENERAL GOVERNMENT PUBLIC BUILDINGS TOTAL			1,309,900	939,800	1,346,254	1,036,377	762,995	931,681	6,327,007	203,500	-	5,385,545	-	229,664	213,164	120,134	-	-	-	175,000	
GE0101	Fire Training Tools and Equipment	CRP	Q2 2022	39,000	41,000					80,000				80,000								
GE0103	Purchase New MIDI Pumper - 2024	CRP	2024				440,000			440,000											440,000	
GE0106	Purchase New MAXI Pumper - 2024	CRP	2024				800,000			800,000											800,000	
GE0107	Fleet Replacements	CRP	ONGOING	905,854	732,536	531,307	606,836	794,055	944,190	4,514,778											4,514,778	
4	GENERAL GOVERNMENT EQUIPMENT TOTAL			944,854	773,536	531,307	1,846,836	794,055	944,190	5,834,778	-	-	-	80,000	-	-	-	-	-	-	-	5,754,778
GT0101	City Information via Web Based GIS	CRP	Q4 2021	38,860				40,000		78,860				78,860								
GT0102	ArcGIS Enterprise Deployment with GeoEvent Server	CRP	Q3 2021	34,200						34,200				34,200								
GT0103	ArcGIS Urban Deployment	CRP	Q1 2021							-				-								
GT0104	Mobile Asset Data Collection	CRP	Q2 2022		78,000				78,000	156,000		156,000										
GT0105	High Accuracy Orthophotos	CRP	Q2 2022			35,000			35,000	70,000				70,000								
GT0106	Enterprise Resource Planning System Scoping	CRP	Q3 2022	75,000						75,000				75,000								
GT0107	Public Safety Distributed Antenna System - City Hall Replacement	CRP	Q4 2021	80,000						80,000											80,000	
GT0108	Technology Equipment Replacement	CRP	ONGOING	112,850	200,100	123,000	199,300	150,000	200,000	985,250											985,250	
GT0109	Fiber Conduit Installation	CFP	Q4 2022	75,000	75,000	90,000	90,000			330,000			330,000									
GT0110	Permitting System Upgrade/Replacement	CRP	Q4 2022		95,000	40,000				135,000				135,000								
10	GENERAL GOVT TECHNOLOGY TOTAL			415,910	448,100	288,000	289,300	268,000	235,000	1,944,310	-	156,000	330,000	393,060	-	-	-	-	-	-	-	1,065,250
PA0100	Open Space Management	CRP	ONGOING	338,000	338,000	338,000	338,000	338,000	338,000	2,028,000			1,818,400					14,600	195,000			
PA0101	Recurring Parks Minor Capital	CRP	ONGOING	140,000	140,000	140,000	140,000	140,000	140,000	840,000			840,000									
PA0103	Trail Renovation and Property Management	CRP	ONGOING	58,550	60,850	63,150	65,450	67,750	70,050	385,800			199,200						186,600			
PA0104	Lake Water Irrigation Development	CFP	2024			75,000	20,000			95,000			95,000									
PA0105	Aubrey Davis Park Lid A Playground Replacement	CRP	2026						20,000	20,000			20,000									
PA0106	Aubrey Davis Park Lid B Playground Replacement	CRP	2023			200,000				200,000			200,000									
PA0107	ADP Outdoor Sculpture Gallery Improvements	CFP	2025			28,000	60,000	168,000		256,000	26,000		105,000					70,000			55,000	
PA0108	Aubrey Davis Park Luther Lid Connector Trail	CFP	2024			52,000	240,000			292,000			292,000									
PA0109	Aubrey Davis Park Trail Safety Improvements	CFP	Q4 2022	200,000	315,000					515,000								490,000	25,000			
PA0110	Aubrey Davis Park Lid A Backstop Lifecycle Replacement	CRP	2026					100,000	770,000	870,000											870,000	
PA0111	Aubrey Davis Park Vegetation Management	CRP	ONGOING	37,000	65,000	115,000	115,000	115,000	115,000	562,000			37,000								525,000	
PA0112	Clarke Beach Shoreline Repair/Restoration	CRP	2026			85,000	25,000		1,000,000	1,110,000			554,000					556,000				
PA0113	Clarke Beach Restroom Fixture Replacement	CRP	2023			53,000				53,000			53,000									
PA0114	Groveland Beach Bulkhead Replacement and Beach Upgrade	CRP	2026				100,000	20,000	2,000,000	2,120,000			2,120,000									
PA0115	Hollerbach SE 45th Trail System	CFP	2024			85,400	376,688			462,088			262,088						200,000			
PA0116	ICP South Lights and Backstop Lifecycle Replacement and Upgrade	CRP	2026					90,000	1,010,000	1,100,000											1,100,000	
PA0117	Island Crest Park North Infield and Backstop Replacement	CRP	Q4 2022		381,000					381,000			251,000								130,000	
PA0118	Lincoln Landing Watercourse Renovation	CRP	Q4 2021	300,000	301,000					601,000								601,000				
PA0119	Luther Burbank Tennis Court Renovation	CRP	2024			85,000	353,184			438,184			438,184									
PA0120	Luther Burbank Park Parking Lot Lighting	CFP	2023			123,000				123,000			123,000									
PA0121	Luther Burbank Park Swim Beach Renovation	CRP	2026				116,600	30,000	875,400	1,022,000			622,000					400,000				
PA0122	Luther Burbank Dock Repair and Reconfiguration	CRP	2024	171,000	48,000	442,100	2,975,000			3,636,100			334,000					2,462,725	539,375	300,000		
PA0123	Luther Burbank Minor Capital Levy	CRP	2023	95,000	104,000					199,000									199,000			
PA0124	Luther Burbank Boiler Building Roof and Seismic Retrofit	CRP	2023		365,000					365,000			244,550					120,450				
PA0125	Mercerdale Playground Replacement	CRP	2023	490,000						490,000			490,000									
PA0126	Mercerdale Park Master Plan	CFP	2023			90,000				90,000			90,000									
PA0127	Mercer Island Community and Events Center Annex Facilities Plan	CFP	2024				90,000			90,000			90,000									
PA0128	Pioneer Park Bike Trail Path Lighting	CFP	2023			100,000				100,000											100,000	

ID	Description	Plan	Target Completion Date	Target							TOTAL	General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	Grant	King County Levy	Dept Fees	Other
				2021	2022	2023	2024	2025	2026	2027												
PA0129	Pioneer Park/Engstrom OS Forest Management	CRP	ONGOING	191,200	191,200	191,200	191,200	191,200	191,200	1,147,200			916,200						231,000			
PA0130	Roanoke Playground Replacement	CRP	2024			27,500	176,000			203,500			203,500									
PA0131	South Mercer Playfields Ballfield Backstop Upgrade	CFP	2023			995,000				995,000			308,000							400,000	287,000	
PA0132	Upper Luther Ravine Trail Phase 2	CFP	2024			58,947	150,043			208,990			208,990									
PA0133	MICEC Technology and Equipment Replacement	CRP	ONGOING	20,500	20,500	60,500	60,500	60,500	60,500	283,000											283,000	
PA0134	Aubrey Davis Park Lid C Field Drainage Renovation	CRP	2026				990,000			990,000			990,000									
PA0135	Town Center Micro Precinct Placeholder	CFP	Q4 2022	50,000						50,000			50,000									
PA0136	Luther Burbank South Shoreline Restoration	CRP	Q4 2022	47,000	660,000					707,000			357,000					250,000	100,000			
36	PARKS, RECREATION, & OPEN SPACE TOTAL			2,138,250	2,989,550	3,407,797	6,582,665	1,320,450	6,590,150	23,028,862	26,000	-	12,312,112	-	-	-	-	4,964,775	1,675,975	830,000	3,220,000	
SP0100	Residential Street Resurfacing	CRP	ONGOING	900,000	900,000	900,000	900,000	900,000	900,000	5,400,000		4,020,000			630,000	90,000	660,000					
SP0101	Arterial Preservation Program	CRP	ONGOING	75,000	75,000	75,000	75,000	75,000	75,000	450,000		390,000			12,000	30,000	18,000					
SP0102	East Mercer Way Overlay (SE 53rd Place to SE 68th Street)	CRP	Q4 2021	1,185,000						1,185,000		880,000			175,000	40,000	90,000					
SP0103	SE 68th Street and SE 70th Place Overlay (ICW to EMW)	CRP	Q4 2022		680,000					680,000		525,000			50,000	5,000	100,000					
SP0104	North Mercer Way Overlay (7500 block to Roanoke Way)	CRP	2023			557,000				557,000		369,000			105,000	8,000	75,000					
SP0105	West Mercer Way Resurfacing (SE 56th to EMW)	CRP	2023			545,000				545,000		440,000			10,000	45,000	50,000					
SP0106	Gallagher Hill Road Overlay (SE 36th to SE 40th Streets)	CFP	2025					534,000		534,000		431,000			35,000	8,000	60,000					
SP0107	SE 40th Street Overlay (88th Ave SE to Gallagher Hill Rd)	CRP	2024				200,000			200,000		186,000			10,000	2,000	2,000					
SP0108	SE 36th Street Overlay (Gallagher Hill Rd to EMW)	CRP	2025				548,000			548,000		445,000			45,000	8,000	50,000					
SP0109	North Mercer Way Overlay (8400 Block to SE 35th Street)	CRP	2026					776,000		776,000		598,000			95,000	8,000	75,000					
SP0110	SE 27th Street Overlay (76th Ave SE to 80th Ave SE)	CRP	2024				548,000			548,000		460,000			25,000	13,000	50,000					
SP0111	80th Ave SE Sidewalk Improvements (SE 28th to SE 32nd Street)	CRP	2023			1,080,000				1,080,000		995,000			25,000		60,000					
SP0112	78th Ave SE Sidewalk Improvements (SE 32nd to SE 34th Street)	CRP	2023			712,000				712,000		647,000			25,000		40,000					
SP0113	Roadside Shldr Improvements - EMW Ph 11 (SE 79th St. to Avalon Dr.)	CFP	2024				475,000			475,000		320,000			65,000		90,000					
SP0114	Roadside Shldr Improvements - WMW Ph 3 (SE 70th to SE 65th St.)	CFP	Q4 2022		485,000					485,000		233,000			75,000	2,000	175,000					
SP0115	Gallagher Hill Road Sidewalk Improvements (SE 36th to SE 40th Streets)	CFP	2025					474,000		474,000		474,000										
SP0116	SE 40th Street Sidewalk Improvements (Gallagher Hill to 93rd Ave)	CRP	2024				920,000			920,000		825,000			35,000	5,000	55,000					
SP0117	92nd Ave SE Sidewalk Improvements (SE 40th to SE 41st Streets)	CFP	2026						540,000	540,000		450,000			25,000		65,000					
SP0118	ADA Compliance Plan Implementation	CRP	ONGOING		100,000		100,000		100,000	300,000		300,000										
SP0119	N-S Bike Route Completion ICW (90th Ave SE - SE 63rd St)	CRP	2023		50,000	50,000	200,000			300,000											300,000	
SP0120	Sunset Hwy/77th Ave SE Improvements	CRP	2023	100,000	600,000					700,000											700,000	
SP0121	Mid-block crosswalk 76th Ave SE between SE 24th and SE 27th	CRP	Q4 2022	65,000	203,704					268,704					12,000		3,000				253,704	
SP0122	Minor Capital - Traffic Operations Improvements	CRP	ONGOING	100,000		100,000		100,000		300,000		300,000										
SP0123	North Mercer Way - MI P&R Frontage Improvements	CRP	2024					1,177,000		1,177,000		1,177,000										
SP0125	PBF Plan Implementation	CRP	ONGOING	50,000	50,000	50,000	50,000	50,000	50,000	300,000		300,000										
25	STREETS, PEDESTRIANS, & BICYCLE FACILITIES TOTAL			2,475,000	3,143,704	4,069,000	4,645,000	2,681,000	2,441,000	19,454,704	-	14,765,000	-	-	1,454,000	264,000	1,718,000	-	-	-	1,253,704	
SU0100	Emergency Sewer Repairs	CRP	ONGOING	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000						1,800,000						
SU0102	Pump Station R&R Improvements	CRP	ONGOING	200,000		750,000			750,000	1,700,000						1,700,000						
SU0103	Easement, Access Codes and Standards Review	CRP	2023	150,000	150,000					300,000						300,000						
SU0104	Pump Station & HGMH Flow Monitoring	CRP	2025			300,000	300,000	1,000,000		1,600,000						1,600,000						
SU0105	Pipe Flow Monitoring	CRP	ONGOING			280,000	280,000		150,000	710,000						710,000						
SU0106	Lake Line Locating and Marking	CRP	2025			950,000	1,025,000	925,000		2,900,000						2,900,000						
SU0107	Lake Line Condition Assessment	CRP	2026					2,000,000		2,000,000						2,000,000						
SU0108	Comprehensive Pipeline R&R Program	CRP	ONGOING	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000						3,000,000						
SU0109	Sewer System Generator Replacement	CRP	ONGOING	150,000	150,000					300,000						300,000						
SU0110	Pump Station Accessibility Improvements	CRP	ONGOING	100,000	100,000		100,000		100,000	400,000						400,000						
SU0111	Comprehensive Hydraulic Model Development	CRP	2026						250,000	250,000						250,000						
SU0112	Comprehensive I/I Evaluation	CRP	2026						150,000	150,000						150,000						
SU0113	SCADA System Replacement (Sewer)	CRP	2023	675,000	975,000	1,275,000				2,925,000						2,925,000						
13	SEWER UTILITY TOTAL			2,075,000	2,175,000	4,355,000	2,505,000	5,475,000	1,450,000	18,035,000	-	-	-	-	-	18,035,000	-	-	-	-	-	

ID	Description	Plan	Target Completion Date	2021	2022	2023	2024	2025	2026	TOTAL	General Fund	Street Fund	Capital Imp Fund	Tech & Equip Fund	Water Fund	Sewer Fund	Storm Water Fund	Grant	King County Levy	Dept Fees	Other
SW0100	Sub Basin 42.1 and 42.1a Watercourse Stabilization	CRP	Q3 2021	389,657						389,657							389,657				
SW0101	Sub basin 23.2 Watercourse Stabilization	CRP	Q3 2021	202,157						202,157							202,157				
SW0102	Sub basin 45b.1 Watercourse Stabilization	CRP	Q3 2022	36,157	188,500					224,657							224,657				
SW0103	Sub basin 27a.10 Watercourse Stabilization	CRP	Q3 2022	22,157	79,000					101,157							101,157				
SW0104	Sub basin 22.1 Watercourse Stabilization	CRP	2023		24,157	139,100				163,257							163,257				
SW0105	Sub basin 50b.4 (a & e) Watercourse Stabilization	CRP	2023		17,657	46,000				63,657							63,657				
SW0106	Sub basin 25b.2 Watercourse Stabilization	CRP	2023		46,657	145,000				191,657							191,657				
SW0107	Sub basin 47.4 and Sub basin 10.4 Watercourse Stabilization	CRP	2023			55,514	292,500			348,014							348,014				
SW0109	Sub basin 24a.1 Watercourse Stabilization	CRP	2024			17,157	56,500			73,657							73,657				
SW0110	Sub basin 39a.2 Watercourse Stabilization	CRP	2024			16,157	40,000			56,157							56,157				
SW0111	Sub basin 46a.3 Watercourse Stabilization	CRP	2024			48,657	371,500			420,157							420,157				
SW0112	Sub basin 34.1 Watercourse Stabilization	CRP	2025				24,157	92,200		116,357							116,357				
SW0113	Sub basin 45b.4 Watercourse Stabilization	CRP	2025				28,157	83,600		111,757							111,757				
SW0114	Sub basin 29.3 Watercourse Stabilization	CRP	2025				45,157	116,500		161,657							161,657				
SW0115	Sub-Basin 42.2, 42.3, 42.8, 42.8a	CRP	2026					87,157	333,500	420,657							420,657				
SW0116	Sub basin 44b.3 Watercourse Stabilization	CRP	2026					29,157	67,700	96,857							96,857				
SW0117	Sub-Basin 32b.1 & 32.2 Watercourse Stabilization	CRP	2026					48,157	150,000	198,157							198,157				
SW0118	Watercourse Minor Repairs/Maintenance	CRP	2025					100,000		100,000							100,000				
SW0119	Conveyance System Assessments	CRP	2026	112,000	50,000	112,000	50,000	112,000	50,000	486,000							486,000				
SW0120	East Mercer Way Trenchless Culvert Replacements	CRP	Q4 2022	112,657	503,500					616,157							616,157				
SW0121	Conveyance System Improvement - Drainage Repair and Replacement	CRP	ONGOING			300,000	300,000	300,000	300,000	1,200,000							1,200,000				
SW0126	Emergency Stormwater Conveyance Repairs	CRP	Q4 2022	50,000	50,000					100,000							100,000				
22	STORM WATER UTILITY TOTAL			924,785	959,471	879,585	1,207,971	968,771	901,200	5,841,783	-	-	-	-	-	-	5,841,783	-	-	-	-
WU0100	Emergency Water System Repairs	CRP	ONGOING	150,000	150,000	150,000	150,000	150,000	150,000	900,000					900,000						
WU0101	Booster Chlorination Station	CRP	Q4 2022	995,000	2,510,000					3,505,000					3,505,000						
WU0102	SCADA System Replacement (Water)	CRP	2023	675,000	975,000	1,275,000				2,925,000					2,925,000						
WU0103	Water Reservoir Improvements	CRP	2023	375,000	1,735,000	1,715,000				3,825,000					3,825,000						
WU0104	82nd Ave and Forest Ave Water System Improvements - Construction	CRP	2024			145,000	810,000			955,000					955,000						
WU0105	74th Ave, SE 29th, & 73rd Ave Water System Improvements - Design	CRP	2026						188,000	188,000					188,000						
WU0106	Madrona Crest East Addition Water System Improvements	CRP	Q4 2022	350,000	2,448,000					2,798,000					2,798,000						
WU0107	77th & 78th Ave SE (SE 27 - SE 29) Water System Improv (Town Center)	CRP	2025				204,000	950,000		1,154,000					1,154,000						
WU0108	Avalon Dr and Benotho Pl Neighborhoods Water System Improvements	CRP	2026					279,000	1,775,000	2,054,000					2,054,000						
WU0109	60 Ave SE, btw SE 27 and SE 32, and 62 Ave Water System Improv.	CRP	2023		229,000	1,456,000				1,685,000					1,685,000						
WU0110	82nd Ave SE, N of SE 24th St Water System Improv - Construction	CRP	Q4 2021	1,087,000						1,087,000					1,087,000						
WU0111	Hydrant Replacement (contract work)	CRP	2023			250,000		250,000		500,000					500,000						
WU0112	Water System Components (valve, air vac, blow off, and etc.)	CRP	ONGOING	35,000	35,000	35,000	35,000	35,000	35,000	210,000					210,000						
WU0114	Abandonment of 1955 12" water main (Reservoir to First Hill)	CRP	2023			320,000				320,000					320,000						
WU0115	Water Model Updates/Fire Flow Analysis	CRP	ONGOING	15,000	50,000	15,000	50,000	15,000	50,000	195,000					195,000						
WU0116	RRA, ERP Updates, and Water System Plan Updates	CRP	Q4 2022	200,000	100,000					300,000					300,000						
WU0117	Meter Replacement Implementation	CRP	Q4 2022	2,050,000	2,050,000					4,100,000					4,100,000						
WU0119	Reservoir Generator Replacement	CRP	2024	240,000	120,000					360,000					360,000						
WU0120	Mercerwood - Water System Improvements	CRP	2024			229,000	1,456,000			1,685,000					1,685,000						
WU0124	Solutions for Water System Deficiencies - Consultant Services	CRP	Q4 2021	120,000						120,000					120,000						
20	WATER UTILITY TOTAL			6,292,000	10,402,000	5,590,000	2,705,000	1,679,000	2,198,000	27,966,000	-	-	-	-	27,966,000	-	-	-	-	-	-
138	TOTAL			\$ 16,575,699	\$ 21,831,161	\$ 20,466,943	\$ 20,818,149	\$ 13,949,271	\$ 15,691,221	\$ 108,432,444	\$ 229,500	\$ 14,921,000	\$ 18,027,657	\$ 473,060	\$ 29,649,664	\$ 18,512,164	\$ 7,679,917	\$ 4,964,775	\$ 1,675,975	\$ 830,000	\$ 11,468,732
TOTAL FUNDED PROJECTS 2021-2022				62	60																

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Capital Improvement Program

City Hall Building Repairs

Project ID
GB0100

Program Plan
CRP

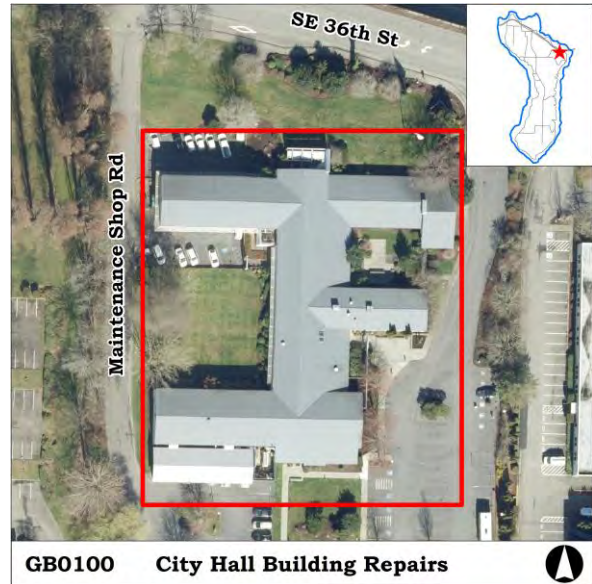
Target Completion Date
ONGOING

2021 Labor Hour Estimate
525

2022 Labor Hour Estimate
490

2021-2022 Project Budget
\$606,500

Department
Public Works



Project Description

Improvements include replacing aged/failing carpet, improve swing gate security around front customer service counters, addition of privacy/comfort room, door connection to EOC from registration room. Conduct baseline assessment of HVAC systems to determine appropriate equipment, capacity needed, and design parameters that account for cooling/heating load, ventilation, and filtration requirements are met.

Project Justification

Carpet last replaced in 2001 and shows signs of failure. The Customer Service area needs security enhancements to ensure staff and customer safety. A considerable amount of money/time is spent servicing aged HVAC system. Conduct an audit of the buildings conditioning requirements and replacement schedules. The EOC registration room does not have access to the EOC. Staff need a comfort room for new parents.

Expenditures	2021	2022	2023	2024	2025	2026
GB0100	\$206,500	\$400,000	\$547,947	\$466,011	\$301,911	\$233,631

Capital Improvement Program

Public Works Building Repairs

Project ID
GB0101

Program Plan
CRP

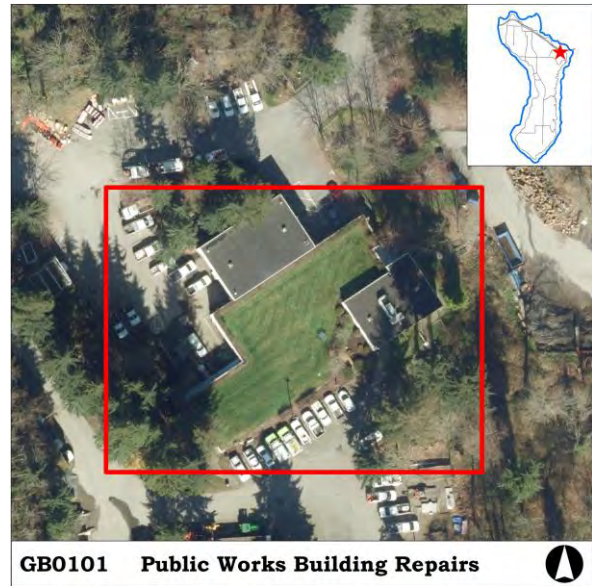
Target Completion Date
ONGOING

2021 Labor Hour Estimate
440

2022 Labor Hour Estimate
110

2021-2022 Project Budget
\$326,600

Department
Public Works



Project Description

The leaking grass lawn roof over the lower floors needs to be replaced before it does damage to the structure. Interior paint is needed. Administration rooftop HVAC unit is due for replacement. Staff will conduct a baseline assessment of HVAC systems to determine appropriate equipment, capacity needed, and design parameters that account for cooling/heating load, ventilation, and filtration requirements are met. This project will also look to install a privacy/nursing room for new parents.

Project Justification

Replacement of the lawn roof over the lower offices insures that there is no structural damage due to leakage to the roof or in the floors below. The HVAC unit is past useful life expectancy. Staff will conduct an audit of the buildings HVAC conditioning requirements and replacement schedules, would also determine if addition of equipment on lower level would alleviate complaints of inadequate temperatures. Interior paint is needed.

Expenditures	2021	2022	2023	2024	2025	2026
GB0101	\$261,400	\$64,800	\$83,074	\$107,541	\$67,142	\$71,125

Capital Improvement Program

MICEC Building Repairs

Project ID
GB0102

Program Plan
CRP

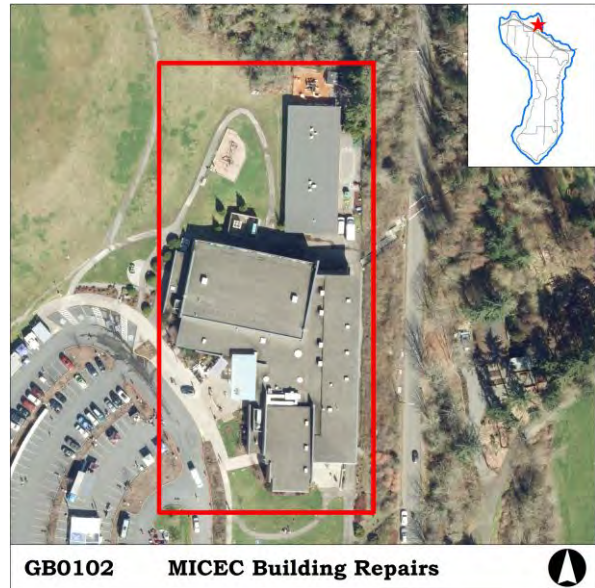
Target Completion Date
ONGOING

2021 Labor Hour Estimate
440

2022 Labor Hour Estimate
200

2021-2022 Project Budget
\$376,000

Department
Public Works



Project Description

Improvements include: Upper level carpet replacement, HVAC software upgrades, gym and dance floor seal coatings, hot water tank replacements for community center and annex building. LED replacements to exterior sconces and bollards. Conduct baseline assessment of HVAC systems to determine appropriate equipment, capacity needed, and design parameters that account for cooling/heating load, ventilation, and filtration requirements are met.

Project Justification

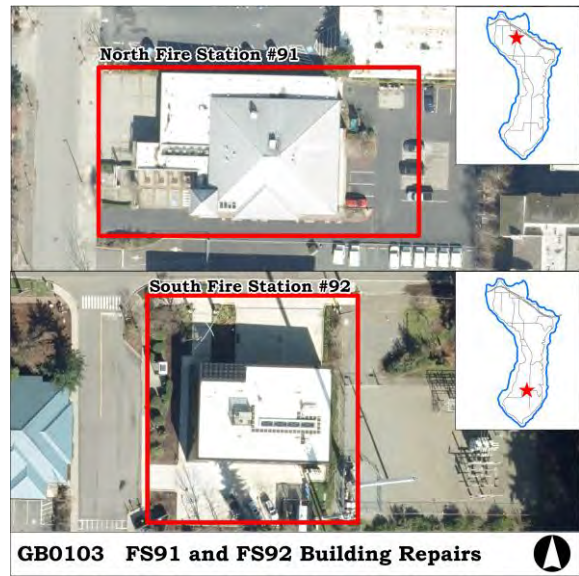
Carpet is worn and due for replacement. The software program controlling the HVAC functions is outdated, and technology needs to be replaced. Hot Water tanks are due for replacement at the MICEC and Annex buildings. The exterior fixtures will be converted to LED, for energy savings. The gym and dance room must be recoated every year to maintain functionality, safety, and durability of surfaces.

Expenditures	2021	2022	2023	2024	2025	2026
GB0102	\$263,000	\$113,000	\$327,175	\$199,150	\$150,785	\$148,168

Capital Improvement Program

FS91 and FS92 Building Repairs

Project ID
 GB0103
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 175
2022 Labor Hour Estimate
 160
2021-2022 Project Budget
 \$229,000
Department
 Public Works



Project Description

Improvements include - FS91- Exterior paint, equipment compressor, casework refurbishment, interior lighting upgrade to LED, Apparatus bay recoat, Front Apparatus bay apron restrain/stripe. FS92- interior paint, HVAC software upgrades, restriping parking lot, apparatus bay door repairs, and lighting control upgrades. Conduct baseline assessment of HVAC systems.

Project Justification

FS91 needs exterior paint, casework is damaged and needs replacement for continuity of business, apparatus bay needs the floor recoated to maintain a safe, nonslippery surface and floor protection, front app bay restripe for safety for pedestrians and backing trucks into the station. FS92 needs interior paint, restriping of the parking lot for safety, and HVAC and Lighting control upgrades for functionality. Conduct an audit of the buildings conditioning requirements and replacement schedules.

Expenditures	2021	2022	2023	2024	2025	2026
GB0103	\$105,000	\$124,000	\$129,732	\$124,839	\$128,219	\$380,320

Capital Improvement Program

Luther Burbank Administration Repairs

Project ID

GB0104

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

220

2022 Labor Hour Estimate

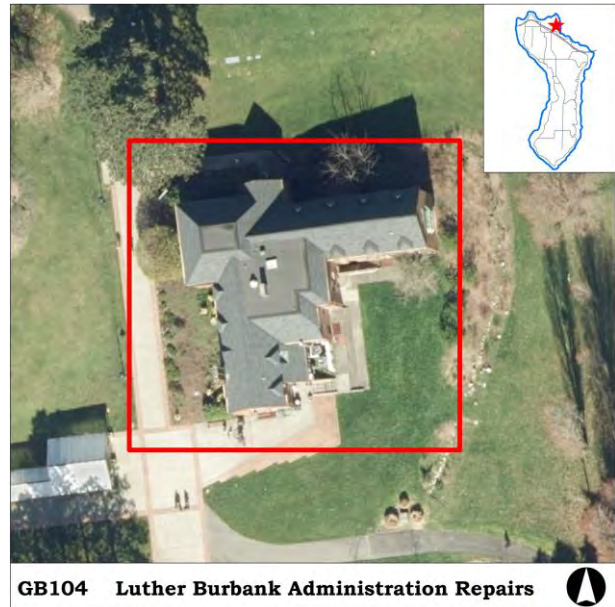
120

2021-2022 Project Budget

\$195,000

Department

Public Works



GB104 Luther Burbank Administration Repairs



Project Description

Improvements include: Caretaker house furnace replacement, upstairs HVAC unit replacement, plumbing fixture replacements, and restoration wash and seal of the outside of the building. Conduct baseline assessment of HVAC systems to determine appropriate equipment, capacity needed, and design parameters that account for cooling/heating load, ventilation, and filtration requirements are met.

Project Justification

The outside bricks are in need of a restoration wash and sealing to prolong the life of the building. The upstairs Administration HVAC units have reached the end of their useful life. Conduct an audit of the buildings conditioning requirements and replacement schedules. Caretakers house furnace needs to be replaced. Old plumbing fixtures need to be upgraded.

Expenditures	2021	2022	2023	2024	2025	2026
GB0104	\$131,000	\$64,000	\$125,180	\$72,263	\$73,970	\$54,055

Capital Improvement Program

Thrift Shop Building Repairs

Project ID
 GB0105
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 80
2022 Labor Hour Estimate
 40
2021-2022 Project Budget
 \$67,000
Department
 Public Works



Project Description

Improvements include - cashier counter reconfiguration, security system upgrade, exterior lighting upgrade to LED. Conduct baseline assessment of HVAC systems to determine appropriate equipment, capacity needed, and design parameters that account for cooling/heating load, ventilation, and filtration requirements are met. This work will align with any additional work determined by the City Council in the Fall of 2020.

Project Justification

The cashier reconfiguration will enhance sales functions and safety for shoppers and employees. The security system upgrade and lighting retrofits will offer savings on operation costs and enhance safety. Staff will conduct an audit of the buildings conditioning requirements and replacement schedules.

Expenditures	2021	2022	2023	2024	2025	2026
GB0105	\$43,000	\$24,000	\$133,146	\$66,573	\$40,968	\$44,382

Honeywell Site Remediation

Project ID
GB0107

Program Plan
CRP

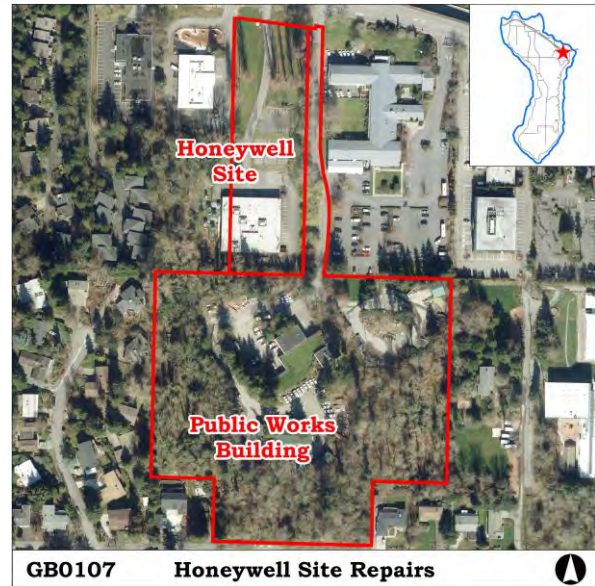
Target Completion Date
Q4 2022

2021 Labor Hour Estimate
40

2022 Labor Hour Estimate
40

2021-2022 Project Budget
\$350,000

Department
Public Works



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.

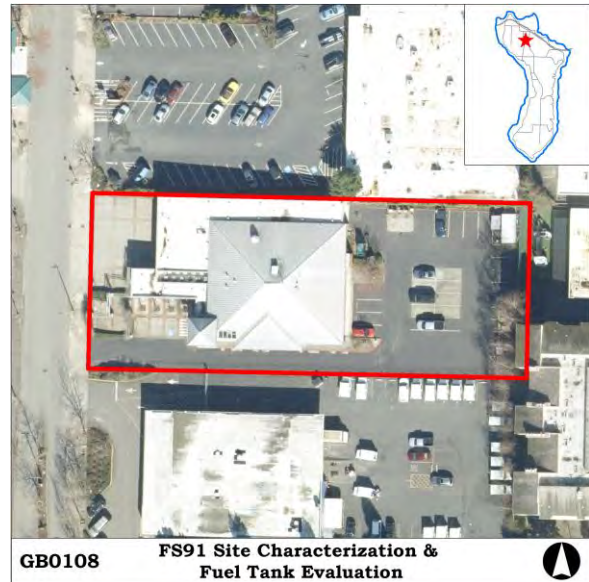
In 2018, further site characterization was performed to investigate the extent of contamination and new ground watering monitoring wells were installed. Chemical injections to expedite the degradation of the contaminants were also started. Additional injections and monitoring from a professional service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

Expenditures	2021	2022	2023	2024	2025	2026
GB0107	\$200,000	\$150,000	\$0	\$0	\$0	\$0

Capital Improvement Program

FS91 Site Characterization & Fuel Tank Evaluation

Project ID
 GB0108
Program Plan
 CRP
Target Completion Date
 Q1 2022
2021 Labor Hour Estimate
 100
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$100,000
Department
 Public Works



Project Description

A notice from DOE was received in 2013 informing the City that FS91 is a known location of reported contaminated soils and/or groundwater. Further site characterization is needed to determine whether contaminants remain on the property or further remediation efforts are needed. Investigation is needed to determine what course of action will be needed. This project includes soil borings and the installation of monitoring wells.

Given the age of the underground fuel tanks at the Station, current conditions and remaining evaluation of expected useful life analysis is needed.

Project Justification

There is an open-ended known fuel tank leak at the fueling station located at FS 91, which has not been fully remediated. In the early 1990s the City contracted for the removal of 2 underground storage tanks and fuel lines because water had contaminated the gasoline from a leaky pipe. New tanks and pipes were installed, and contaminated soil removed to satisfy Ecology's cleanup guidelines. However, DOE still lists the property as contaminated and in violation of the Model Toxins Control Act and further action is required to complete the cleanup.

Due to age and increased maintenance needs, a long-term evaluation of the fuel tanks is warranted to determine if the tanks should be replaced or if the use of this facility should be discontinued.

Expenditures	2021	2022	2023	2024	2025	2026
GB0108	\$100,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Training Tools and Equipment

Project ID
 GE0101
Program Plan
 CRP
Target Completion Date
 Q2 2022
2021 Labor Hour Estimate
 56
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$80,000
Department
 Fire



Project Description

Fire purchases a wide variety of firefighting tools and equipment each year as equipment reaches the end of its useful life. Each purchase exceeds three years of servicable life.

Project Justification

Fire conducts training required by federal, state, and local requirements and uses equipment for realistically training. This causes wear and tear on existing equipment such as but not limited to: hose, fittings, medical equipment, and heavy rescue tool components. Fire will also purchase a new battery-operated rescue tool for use on motor vehicle accidents, useful in extracting trapped vehicle occupants.

Expenditures	2021	2022	2023	2024	2025	2026
GE0101	\$39,000	\$41,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Purchase New MIDI Pumper - 2024

Project ID
 GE0103
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Fire



Project Description

Replace one-midi pumper (2024) as part of a staggered replacement schedule for fire apparatus which began in 2007, with a maxi-pumper to be replaced every six years, and a mini-pumper replaced every nine years.

Project Justification

Many of Mercer Island's fire trucks are approaching 30 years of service. They are beyond the normal or expected life for this kind of equipment. The equipment is increasingly difficult to maintain. As fleet ages the repair costs rise and the liability for system failure increases. Each Midi Pumper is replaced every nine-years. There are only two MIDI pumpers in the fleet, one at each station. What is a MIDI pumper?

Expenditures	2021	2022	2023	2024	2025	2026
GE0103	\$0	\$0	\$0	\$440,000	\$0	\$0

Capital Improvement Program

Purchase New MAXI Pumper 2024

Project ID

GE0106

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Fire



Project Description

Replace Oldest Maxi Pumper in 2024.

Project Justification

This is for the purchase of a new Maxi Pumper in 2024 in accordance with the apparatus vehicle replacement schedule.

Expenditures	2021	2022	2023	2024	2025	2026
GE0106	\$0	\$0	\$0	\$800,000	\$0	\$0

Capital Improvement Program

Fleet Replacements

Project ID
 GE0107
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$1,638,390
Department
 Public Works



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	2021	2022	2023	2024	2025	2026
GE0107	\$905,854	\$732,536	\$531,307	\$606,836	\$794,055	\$944,190

City Information via Web Based GIS

Project ID
GT0101

Program Plan
CRP

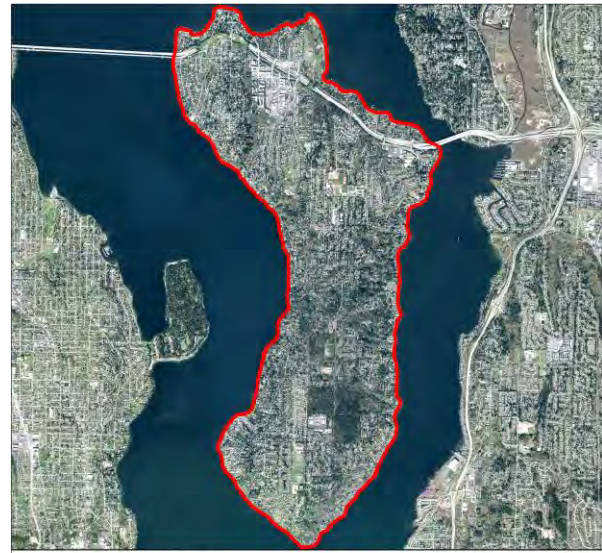
Target Completion Date
Q4 2021

2021 Labor Hour Estimate
266

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$38,860

Department
Information & Geographic Systems



GT0101 City Information via Web Based GIS 

Project Description

Continue to upgrade software used behind the City's WebGIS website. The last upgrade was in 2017 and requires customization features for enhanced workflows and connectivity to other business systems including document management. The goal is to update the City's internal and public mapping portals to the latest version of software and replicate, improve and add functionality requested by Staff since the last upgrade.

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 City staff and the public 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, 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 ability to easily access information about property, public infrastructure, and other City datasets. This software system requires periodic investment to take advantage of new features and functionality and maintain the system

Expenditures	2021	2022	2023	2024	2025	2026
GT0101	\$38,860	\$0	\$0	\$0	\$40,000	\$0

Capital Improvement Program

ArcGIS Enterprise Deployment with GeoEvent Server

Project ID
GT0102

Program Plan
CRP

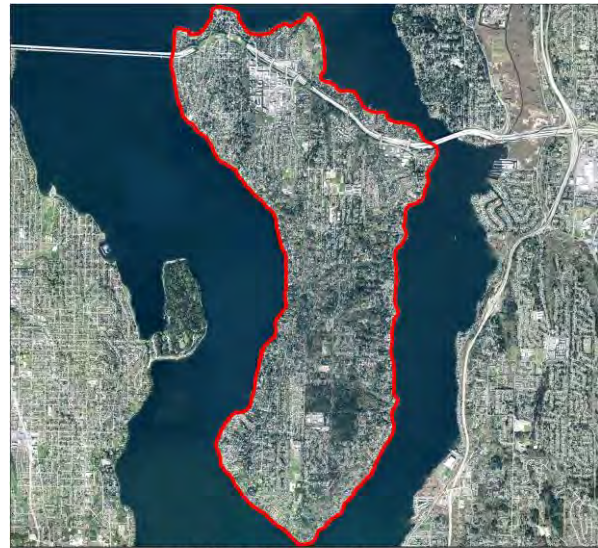
Target Completion Date
Q3 2021

2021 Labor Hour Estimate
365

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$34,200

Department
Information & Geographic Systems



GT0102 ArcGIS Enterprise Deployment with GeoEvent Server

Project Description

Continue to upgrade software behind the City's GIS system. This software is the main software that runs the City's GIS system. The current software will no longer be supported by the end of 2021. This software allows all the City's GIS data to be consumed by internal staff and the public. It also connects with other business systems such as WebGIS, Cityworks (PW Maintenance Management System), TrakIt (permitting), inspection software and E911. It will add additional functionality for Situational Awareness mapping which can be used daily as well as during Emergency Operations.

Project Justification

The City has over 400 layers in the GIS database related to infrastructure, assets, and geography. The software that is currently installed will no longer be supported by the end of 2021. This upgrade has always been done internally in the past. However, the new software has increased complexity requirements and will need assistance with professional services to ensure a smooth transition including proper hardware in place, settings and security options.

Enhancements to this software includes ArcGIS GeoEvent server. GeoEvent Server allows the City to gain situational awareness of real-time streaming data. It tracks assets, monitors stationary sensors, follows social media feeds and allows better analysis and display of real-time and the Internet of Things (IoT) data on maps.

The software upgrade allows for continuity in sharing and consuming all the City's geographic data and in addition having more situational awareness options. This software system requires periodic investment to take advantage of new features and functionality and maintain the system.

Expenditures	2021	2022	2023	2024	2025	2026
GT0102	\$34,200	\$0	\$0	\$0	\$0	\$0

ArcGIS Urban Deployment

Project ID

GT0103

Program Plan

CRP

Target Completion Date

-

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

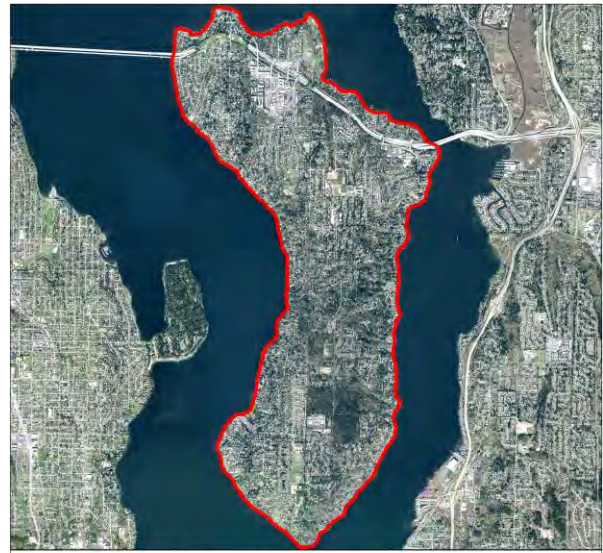
0

2021-2022 Project Budget

0

Department

Community Planning & Development



GT0103

ArcGIS Urban Deployment



Project Description

GIS has served the Community Planning and Development (CPD) department in variety of ways over the years from WebGIS, analysis for Urban Growth and special projects, zoning and land-use changes. CPD staff is the highest user of the City's WebGIS system using it daily to answer property and asset inquiries.

Most data consumed by CPD is 2D. ArcGIS Urban is a 3D experience web-based software designed to drive smart urban planning and development. Many cities today are experiencing challenges managing and responding to growing populations and the demands related to public and private capital investments.

ArcGIS Urban provides a comprehensive set of tools to orchestrate the urban development lifecycle. ArcGIS Urban is a system of web-based and desktop tools to create and manage plans and projects, engage with community stakeholders and reduce risk for timely decision making.

Project Justification

During the 2021-2022 Preliminary Budget process, staff removed this project from the 2021-2026 Capital Improvement Program.

Expenditures	2021	2022	2023	2024	2025	2026
GT0103	\$0	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Mobile Asset Data Collection

Project ID
 GT0104
Program Plan
 CRP
Target Completion Date
 Q2 2022
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$78,000
Department
 Public Works



GT0104 Mobile Asset Data Collection 

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.

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.

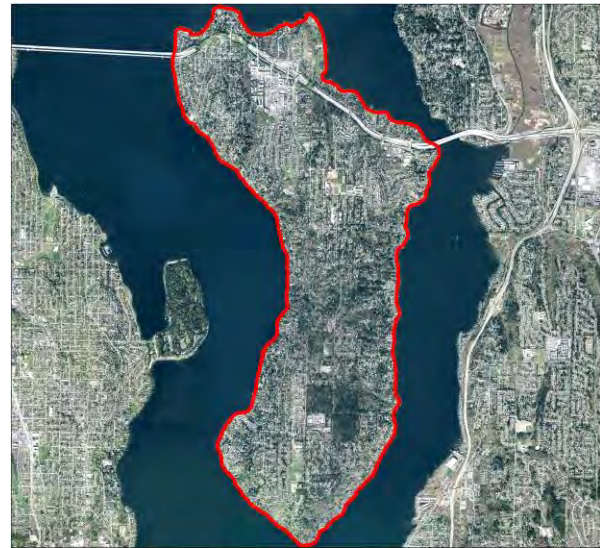
Geographic elements will be imported into the City's GIS database and maintenance management system for planning of infrastructure maintenance. Users will be able to view and measure items through the City's online mapping system. This project is on an ongoing 3-year cycle since 2013. The most recent collection was completed in 2019.

Expenditures	2021	2022	2023	2024	2025	2026
GT0104	\$0	\$78,000	\$0	\$0	\$78,000	\$0

Capital Improvement Program

High Accuracy Orthophotos

Project ID
 GT0105
Program Plan
 CRP
Target Completion Date
 Q2 2022
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Information & Geographic Systems



GT0105 High Accuracy Orthophotos 

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

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.

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 City participates in a regional orthophotography flight every 2-3 years to share and save costs.

Expenditures	2021	2022	2023	2024	2025	2026
GT0105	\$0	\$0	\$35,000	\$0	\$0	\$35,000

Capital Improvement Program

Enterprise Resource Planning System Scoping

Project ID
 GT0106
Program Plan
 CRP
Target Completion Date
 Q3 2022
2021 Labor Hour Estimate
 200
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$75,000
Department
 Finance



Project Description

The City’s accounting software is provided by SunGard Bi-Tech. Soon the City will transition to new software to perform human resources and payroll activities. Staff seek the opportunity to conduct a Request for Information and assess enterprise-wide financial planning and accounting solutions that work with new the human resources and payroll solution. Staff will either update current software or issue a Request for Proposal to integrate, install, and train staff on new Enterprise Resource Planning software.

Project Justification

This project aims to upgrade accounting software and establish software support and maintenance contracts to keep critical information secure and systems in an optimal state. The City’s current accounting software, One Solution, is over ten-years old. The recommended update requires significant staff time and financial investment.

Although One Solution is still functional, it operates on code written in the early 2000s. In some cases, it cannot provide data in an efficient and timely manner without significant time devoted to manual data entry. Since the current system does not integrate with other software used in the City, staff manually transfer data to complete accounting processes, gain information, and create reports.

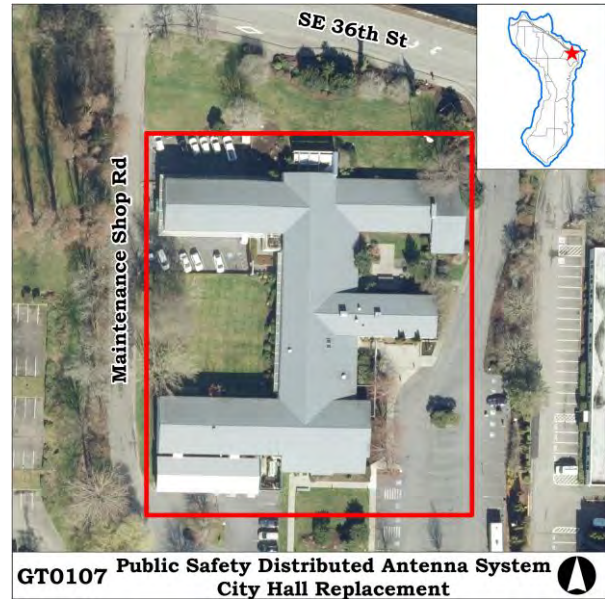
This lack of functionality and integration makes processes less than efficient. Further, it can lead to financial and security risks should SunGard no longer support our current software version.

Expenditures	2021	2022	2023	2024	2025	2026
GT0106	\$75,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Public Safety Distributed Antenna System - City Hall Replacement

Project ID
 GT0107
Program Plan
 CRP
Target Completion Date
 Q4 2021
2021 Labor Hour Estimate
 123
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$80,000
Department
 Police



Project Description

Replace the existing Distributed Antenna System (DAS) located in City Hall. The original DAS was installed in 2009. The DAS will not be compatible with the new Regional Public Safety Radio system that is scheduled to go live in 2021.

Project Justification

The DAS allows first responder radios to transmit and receive communications in City Hall. This includes the Police Department, Emergency Operations Center, Council Chambers and the Municipal Court. City Hall is brick building with a metal roof that prevents radio signals from effectively transmitting in and out of the facility. Effective and reliable radio communication is a mission critical need for first responders.

Expenditures	2021	2022	2023	2024	2025	2026
GT0107	\$80,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Technology Equipment Replacement

Project ID

GT0108

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

500

2022 Labor Hour Estimate

500

2021-2022 Project Budget

\$312,950

Department

Information & Geographic Systems



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 certainly 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.
- Loss of productivity due to troubleshooting or failing equipment.

Expenditures	2021	2022	2023	2024	2025	2026
GT0108	\$112,850	\$200,100	\$123,000	\$199,300	\$150,000	\$200,000

Fiber Conduit Installation

Project ID

GT0109

Program Plan

CFP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

60

2022 Labor Hour Estimate

60

2021-2022 Project Budget

\$150,000

Department

Information & Geographic Systems



GT0109 Fiber Conduit Installation



Project Description

Placing fiber conduit PVC piping along same trenchway being dug for King County's Sewer Main project.

Project Justification

King County is preparing to replace a significant section of Sewer Main whose path travels near 77th Ave and I-90, along the I-90 trail eastward, and past the N. Mercer Way I-90 crossing. King County is willing to allow the City to take advantage of this project which is primarily going to use trenching to place conduit for City purposes. King County has asked the City to cover any design/construction costs and impacts.

The City has already paid for design work done by the County, and currently plans are at 90% submittal. The next phase is construction of the trench, and the laying of fiber conduit to enhance security of City Facilities. An excavation of this magnitude undertaken on the island is rare, in which most of the costs are borne by the County. This is an excellent opportunity to have the City own it's communication infrastructure throughout City facilities.

Expenditures	2021	2022	2023	2024	2025	2026
GT0109	\$75,000	\$75,000	\$90,000	\$90,000	\$0	\$0

Capital Improvement Program

Permitting System Upgrade/Replacement

Project ID

GT0110

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

620

2021-2022 Project Budget

\$95,000

Department

Community Planning & Development



Project Description

Upgrade the City's permitting system.

Project Justification

The City's permitting system is in dire need of upgrade. Some of the more immediate reasons to upgrade this system include:

- CRW, now CentralSquare, is no longer providing stability or security updates to this system.
- Technical support for this system by the vendor is extremely limited.
- The software uses a code base dating back to 2012, with updates only since 2016. Future Windows Updates may hinder access to this software.
- This system additionally has not kept up with progress in the technology space. Examples of this include:
- Software is sluggish and unusable to our mobile inspectors, requiring them to return to the City to input their work.
- Advances in electronic plan review that limits the need for clients to send paper drawings or do in person visits is nonexistent in the current system.
- Clients are still required to do over the counter payment as a result of the current system not having a payment module.

If the City is to keep up with the rising expectations of clients, we must keep pace with technological progress. Otherwise, antiquated technology and processes will cause the City to fall further back in relation to other eastside cities.

Expenditures	2021	2022	2023	2024	2025	2026
GT0110	\$0	\$95,000	\$40,000	\$0	\$0	\$0

Open Space Management

Project ID
 PA0100
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 1100
2022 Labor Hour Estimate
 1100
2021-2022 Project Budget
 \$676,000
Department
 Parks & Recreation



Project Description

Implement ecological restoration projects across 300 acres of Open Space consistent with the 2004 Open Space Vegetation Plan and 2015 Update. Restoration projects include noxious weed management, installation of native trees and shrubs, 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

The City owns and manages over 300 acres of open space comprised of upland forest as well as critical areas such as wetlands, watercourses, and steep-sloped ravines. Open spaces provide quantifiable benefits that serve as critical natural environmental infrastructure including erosion control, storm water buffering, energy conservation, and pollution abatement.

In one analysis, the City's parks and open space properties buffer 595,736 cubic feet of storm water runoff and remove 23,734 lbs of air pollutants annually. Open Spaces also provide mental and physical health benefits, recreational opportunities, and wildlife habitat. Invasive and noxious weeds threaten the health of these open spaces by creating monocultures that suppress natural forest regeneration and outcompete native plant communities. In some areas, trees are also dying from root disease and normal attrition that require ongoing monitoring and management.

Deferred maintenance and management of open space properties 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 Open Space management.

Expenditures	2021	2022	2023	2024	2025	2026
PA0100	\$338,000	\$338,000	\$338,000	\$338,000	\$338,000	\$338,000

Capital Improvement Program

Recurring Parks Minor Capital

Project ID
 PA0101
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 140
2022 Labor Hour Estimate
 140
2021-2022 Project Budget
 \$280,000
Department
 Parks & Recreation



PA0101 Recurring Parks Minor Capital



Project Description

Repair, replace or refurbish park furnishings, perform emergency repairs, and other small projects to maintain City parks. Preliminary A&E scoping of projects for budget purposes. Examples of projects completed: pavement patching, restroom fixture replacement, park bench refinishing, sign refurbishment, hazard tree removal and replacement, parking lot striping, irrigation and drainage repairs, etc. Some projects are contracted and some are done in-house.

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 reoccurring basis equipment, facilities and amenities must be repaired or replaced as they reach the end of their useful lifecycle.

Expenditures	2021	2022	2023	2024	2025	2026
PA0101	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000

Capital Improvement Program

Trail Renovation and Property Management

Project ID
 PA0103
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 160
2022 Labor Hour Estimate
 160
2021-2022 Project Budget
 \$119,400
Department
 Parks & Recreation



PA0103 **Trail Renovation & Property Management**


Project Description

Renovate trails that improve connectivity. 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 2021-22 include Pioneer Park trails resurfacing, SE 53rd open space trail tread rehab, ROW trails rotten stairs replacements.

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 trails infrastructure utilizes timber stairways that are approaching the end of their useful lifespan. An increase in costs for renovating these structures is reflected in the projected cash flow construction costs.

Expenditures	2021	2022	2023	2024	2025	2026
PA0103	\$58,550	\$60,850	\$63,150	\$65,450	\$67,750	\$70,050

Capital Improvement Program

Lake Water Irrigation Development

Project ID

PA0104

Program Plan

CFP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



Project Description

Install pumps, 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 expect 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 it has laid claim to. 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 of these sites are popular summer destinations. Future plans include irrigating the Luther Burbank swim beach as well.

Expenditures	2021	2022	2023	2024	2025	2026
PA0104	\$0	\$0	\$75,000	\$20,000	\$0	\$0

Capital Improvement Program

Aubrey Davis Park Lid A Playground Replacement

Project ID

PA0105

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



PA0105

**Aubrey Davis Park Lid A
Playground Replacement**



Project Description

Replace playground equipment at the end of its useful life cycle at Aubrey Davis Park.

Project Justification

Worn and outdated play equipment require lifecycle replacement. Coordinate with other playground replacement for efficiency and complementary function.

Expenditures	2021	2022	2023	2024	2025	2026
PA0105	\$0	\$0	\$0	\$0	\$0	\$20,000

Capital Improvement Program

Aubrey Davis Park Lid B Playground Replacement

Project ID
 PA0106
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



PA0106 **Aubrey Davis Park Lid B Playground Replacement** 

Project Description

Replace playground equipment at the end of its useful life cycle at Aubrey Davis Park.

Project Justification

Worn and outdated play equipment require lifecycle replacement. Coordinate with other playground replacement for efficiency and complementary function.

Expenditures	2021	2022	2023	2024	2025	2026
PA0106	\$0	\$0	\$200,000	\$0	\$0	\$0

ADP Outdoor Sculpture Gallery Improvements

Project ID

PA0107

Program Plan

CFP

Target Completion Date

2025

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

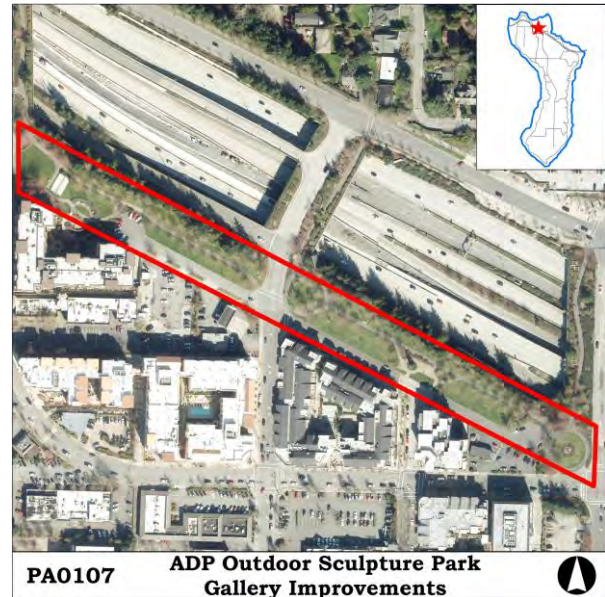
0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



Project Description

Continue efforts to reimagine the Greta Hackett Outdoor Sculpture Gallery as a community and cultural gateway in preparation for 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 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 reenvision this vital arts space as a true cultural gateway to the Island for both community members and new visitors to enjoy. P&R and the Mercer Island Arts Council received \$25,000 in 4Culture grants to initiate planning, which includes exploring mitigation from impacts of and integration into surrounding developments as well as implementing the ADMP Arts & Culture Vision in the gallery.

Planning and preliminary design work will conclude in late 2020/early 2021; construction completion and reopening are targeted for 2023 (pending alignment with Sound Transit and other area projects).

Expenditures	2021	2022	2023	2024	2025	2026
PA0107	\$0	\$0	\$28,000	\$60,000	\$168,000	\$0

Capital Improvement Program

Aubrey Davis Park Luther Lid Connector Trail

Project ID

PA0108

Program Plan

CFP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



Project Description

Construct staircase in Aubrey Davis Park to connect the Luther Burbank Park to 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. Includes ADA route along North Mercer Way.

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. WSDOT is ready to give final approval for this project.

Expenditures	2021	2022	2023	2024	2025	2026
PA0108	\$0	\$0	\$52,000	\$240,000	\$0	\$0

Capital Improvement Program

Aubrey Davis Park Trail Safety Improvements

Project ID

PA0109

Program Plan

CFP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

190

2022 Labor Hour Estimate

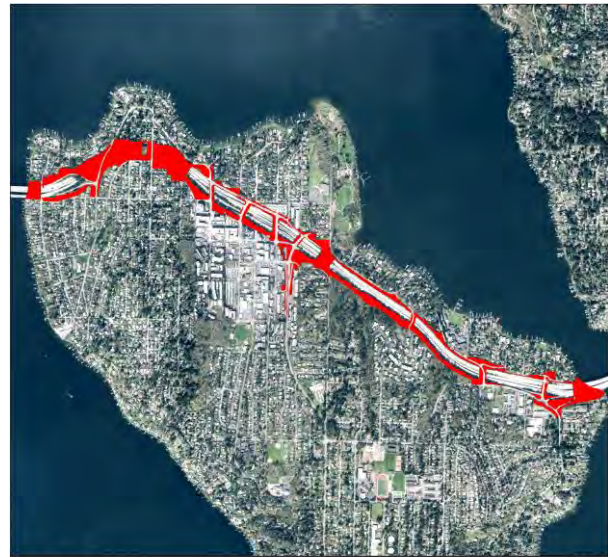
125

2021-2022 Project Budget

\$515,000

Department

Parks & Recreation



PA0109 Aubrey Davis Park Trail Safety Improvements



Project Description

Continuing project with \$490k of Dept of Commerce Grant funding to develop and construct trail safety improvements on the Mountains to Sound Regional Trail in Aubrey Davis Park.

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 and alternative routing of bicycles on the Lid Park portion of the Mountains to Sound Trail. Scope of work is currently under development with Parks and Recreation Commission.

Expenditures	2021	2022	2023	2024	2025	2026
PA0109	\$200,000	\$315,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Aubrey Davis Park Lid A Backstop Lifecycle Replacement

Project ID
 PA0110
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Replace backstops at baseball fields with taller structures to reduce foul ball conflicts with spectators and trail users

Project Justification

Facility may be reaching the end of its useful life; standards are changing for foul ball protection

Expenditures	2021	2022	2023	2024	2025	2026
PA0110	\$0	\$0	\$0	\$0	\$100,000	\$770,000

Aubrey Davis Park Vegetation Management

Project ID

PA0111

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

250

2022 Labor Hour Estimate

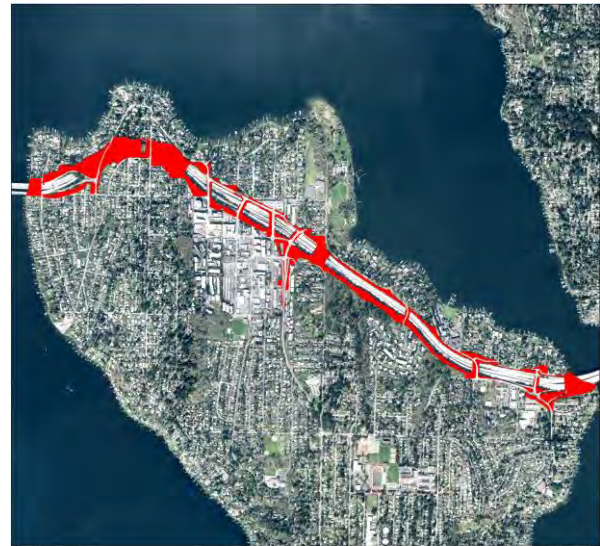
40

2021-2022 Project Budget

\$102,000

Department

Parks & Recreation



PA0111

Aubrey Davis Park
Vegetation Management



Project Description

Renovate landscapes in Aubrey Davis Park per the Aubrey Davis Park Master Plan: manage overcrowded trees, renovate soils, replant with selective plant palettes.

Project Justification

The landscape in Aubrey Davis Park was a negotiated part of the EIS 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. 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	2021	2022	2023	2024	2025	2026
PA0111	\$37,000	\$65,000	\$115,000	\$115,000	\$115,000	\$115,000

Capital Improvement Program

Clarke Beach Shoreline Repair/Restoration

Project ID
 PA0112
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Design and plan for long-term shoreline restoration, pending funding. Shoreline would likely contain pocket beaches for water access similar to Luther Burbank Phase I shoreline. Seek grant funding for habitat portions of the project.

Project Justification

Swim beach enclosure has become dysfunctional. Concrete bulkheads and stairs are aging. Docks are rotting. Site is critical salmon habitat because of location at Cedar River outlet. A 2014 engineer's inspection revealed major maintenance that is needed to repair docks and bulkheads. A summer 2017 time lapse video of the swim beach suggested that this facility is underutilized and the in-water infrastructure could be scaled back instead of repaired. Public input regarding the use of Clarke Beach is needed to plan for long term.

This beach is overbuilt for current use. Habitat enhancements could benefit salmon ESA species. Public use of this beach is much less than at Groveland Beach and Luther Burbank Park. Access and sun exposure make this a less attractive destination. Existing use levels for family swimming and shoreline recreation could be better supported by a natural shoreline with pocket beaches. This would greatly improve salmon habitat. Habitat work may be supported by grant funding.

Expenditures	2021	2022	2023	2024	2025	2026
PA0112	\$0	\$0	\$85,000	\$25,000	\$0	\$1,000,000

Capital Improvement Program

Clarke Beach Restroom Fixture Replacement

Project ID

PA0113

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



PA0113 Clarke Beach Restroom Fixture Replacement 

Project Description

Replace fixtures in Clarke Beach restroom to more efficient, water and energy-saving fixtures.

Project Justification

Clarke Beach restrooms have older inefficient fixtures. Repairs are increasing and costs could be reduced by this renovation.

Expenditures	2021	2022	2023	2024	2025	2026
PA0113	\$0	\$0	\$53,000	\$0	\$0	\$0

Capital Improvement Program

Groveland Beach Bulkhead Replacement and Beach Upgrade

Project ID
 PA0114
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Design and construction placeholder for a new bulkhead to create a zero-entry beach at Groveland. This is part of a system-wide planning for replacement of hardened shorelines. Groveland Beach would include concept design and public input to determine actual needs.

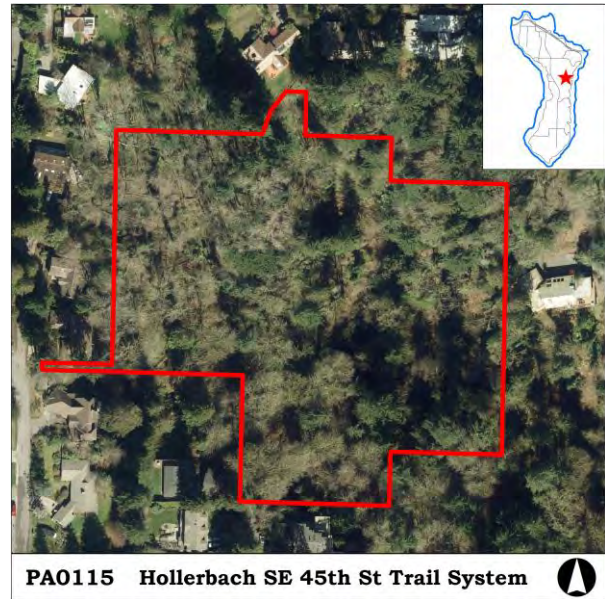
Project Justification

Groveland Beach has a bulkhead which creates a three-foot decent to the water for swimmers. It is not suitable for small children. The bulkhead is undermined. In 2014, the Overwater Structures Assessment indicated that this bulkhead will need to be repaired or replaced. The existing bulkhead could not be replaced in the current permitting environment because it is located below ordinary high water.

Expenditures	2021	2022	2023	2024	2025	2026
PA0114	\$0	\$0	\$0	\$100,000	\$20,000	\$2,000,000

Hollerbach SE 45th Trail System

Project ID
 PA0115
Program Plan
 CFP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

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

Project Justification

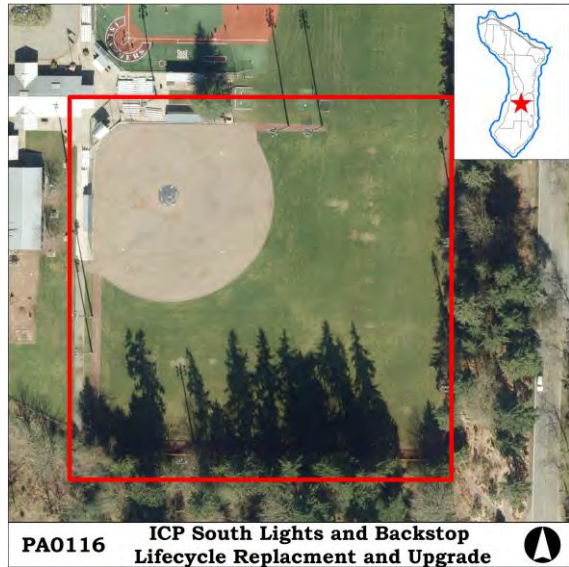
Hollerbach Openspace currently has no public services or access. Additionally, there are no connections between neighborhoods accessed by Island Crest Way and neighborhoods accessed by East Mercer Way on this part of the Island. Hollerbach trail would provide foot traffic connectivity from the top of the island to the East of the island. This trail project is consistent with city master plan.

Expenditures	2021	2022	2023	2024	2025	2026
PA0115	\$0	\$0	\$85,400	\$376,688	\$0	\$0

Capital Improvement Program

Island Crest Park South Field Lights & Backstop Lifecycle Replacement

Project ID
 PA0116
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Replace backstop with taller structure to reduce foul ball conflicts with spectators. This requires larger diameter poles and welded connections because of wind load. Replace failing HID lighting system with LED lights.

Project Justification

Backstops are worn and not functioning well. Field users report foul balls hitting spectators and vehicles in the parking lot. The existing poles cannot support more netting or more height according to the engineer. The lights are 35 years old. To date, 95% design is already done on the south field lights. It is the only City-owned field with lights.

Expenditures	2021	2022	2023	2024	2025	2026
PA0116	\$0	\$0	\$0	\$0	\$90,000	\$1,010,000

Capital Improvement Program

Island Crest Park North Infield and Minor Improvements

Project ID

PA0117

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

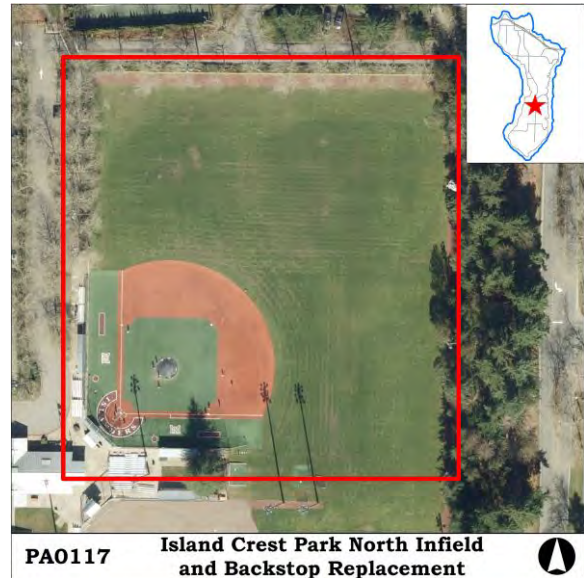
150

2021-2022 Project Budget

\$381,000

Department

Parks & Recreation



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

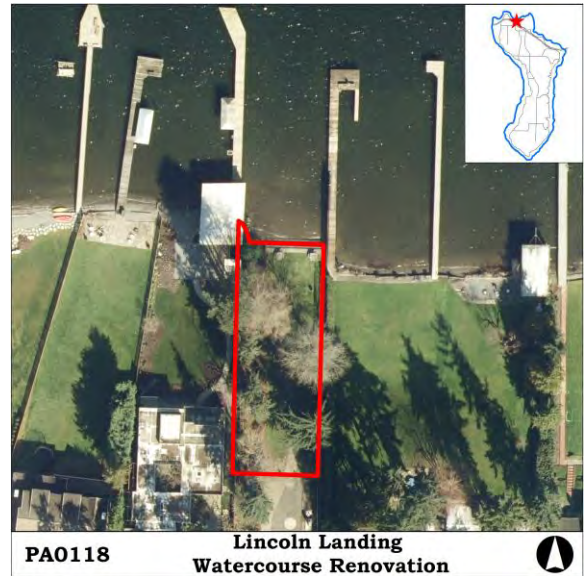
This field is the most heavily used field in the system. It hosts recreational and league teams year around. It is the only City-owned field with lights.

Expenditures	2021	2022	2023	2024	2025	2026
PA0117	\$0	\$381,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Lincoln Landing Watercourse Renovation

Project ID
 PA0118
Program Plan
 CRP
Target Completion Date
 Q4 2021
2021 Labor Hour Estimate
 120
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$601,000
Department
 Parks & Recreation



Project Description

Construct improvement to street end park to address incised stormwater channel. Construct stormwater vault, reconfigure channel and outfall, install native landscaping, remove shoreline bulkhead and re-grade shoreline to create sloped beach area. This project will be done in conjunction with a project to replace a small section of sewer lakeline that connects to this site.

Project Justification

Stormwater channel at Lincoln Landing drains a sub-basin that includes a portion of Town Center. Street end stormwater channels are eroding and silting Lake Washington.

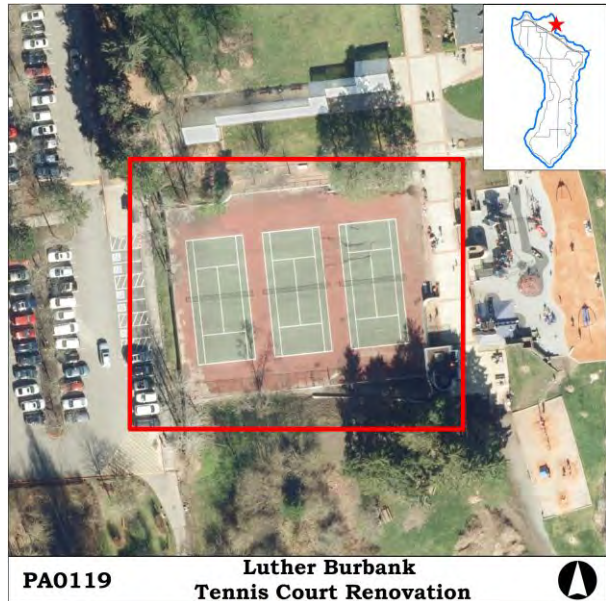
This project improves recreation, shoreline habitat and water quality by making improvements to a deteriorating street end park. Stormwater vault and channel will filter pollutants and sediment before they enter Lake Washington.

Expenditures	2021	2022	2023	2024	2025	2026
PA0118	\$300,000	\$301,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Luther Burbank Tennis Court Renovation

Project ID
 PA0119
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Reconstruct the asphalt base of the Luther Burbank tennis courts and install new netting and striping to provide playable courts for multiple sports as identified in the 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.

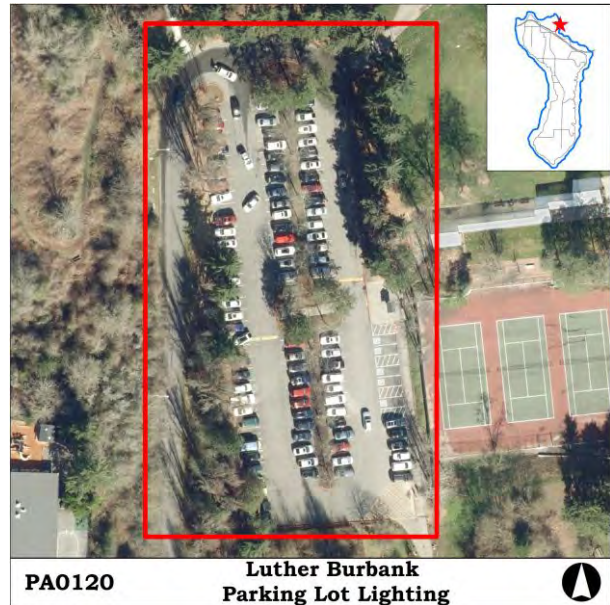
Tree root intrusions created extensive cracking that has been patched temporarily. The 2020 PROS Plan will provide information on the type of sports that are in demand and whether court layout needs to be reallocated. This will guide the renovation of the courts.

Expenditures	2021	2022	2023	2024	2025	2026
PA0119	\$0	\$0	\$85,000	\$353,184	\$0	\$0

Capital Improvement Program

Luther Burbank Park Parking Lot Lighting

Project ID
 PA0120
Program Plan
 CFP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

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

Project Justification

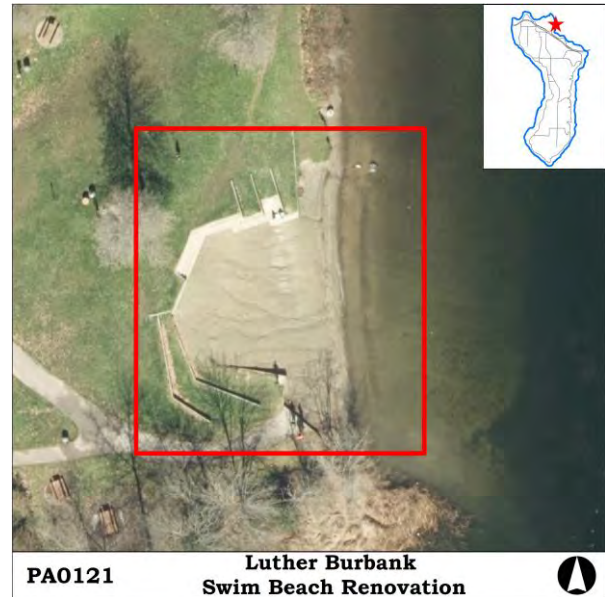
The parking lot at Luther Burbank Park has no lighting. The covered walkway to the Admin building is lit. YFS and Parks have office hours and meetings after dark in the winter. Adding lighting to the parking spaces next to the covered walkway would help clients and community members get to the Admin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

Expenditures	2021	2022	2023	2024	2025	2026
PA0120	\$0	\$0	\$123,000	\$0	\$0	\$0

Capital Improvement Program

Luther Burbank Park Swim Beach Renovation

Project ID
 PA0121
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



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, 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	2021	2022	2023	2024	2025	2026
PA0121	\$0	\$0	\$0	\$116,600	\$30,000	\$875,400

Capital Improvement Program

Luther Burbank Dock Repair and Reconfiguration

Project ID
PA0122

Program Plan
CRP

Target Completion Date
2024

2021 Labor Hour Estimate
250

2022 Labor Hour Estimate
150

2021-2022 Project Budget
\$219,000

Department
Parks & Recreation



Project Description

Replace and renovate existing docks. Replace one or more sections of the south pier with floating dock. Renovate north pier. Provide shoreline access and paddlecraft launching. Grant funding has been secured for design of the replacement floating docks and an application has been submitted for renovation of the north pier. Seek grant funding for remaining scope 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, recreational sailing and kayak camps. Repairing excess fixed piers is not a good use of capital funding. Even after dock replacement there will be an adequate amount of fixed pier for larger boats, sunbathing and fishing.

A public design process in 2020 will help determine what is the most cost-effective repair and reconfiguration project. Current docks are non-conforming. Replacing one or more sections would improve nearshore habitat.

Expenditures	2021	2022	2023	2024	2025	2026
PA0122	\$171,000	\$48,000	\$442,100	\$2,975,000	\$0	\$0

Capital Improvement Program

Luther Burbank Minor Capital Levy

Project ID

PA0123

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

140

2022 Labor Hour Estimate

130

2021-2022 Project Budget

\$199,000

Department

Parks & Recreation



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 2008 Parks Levy. 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

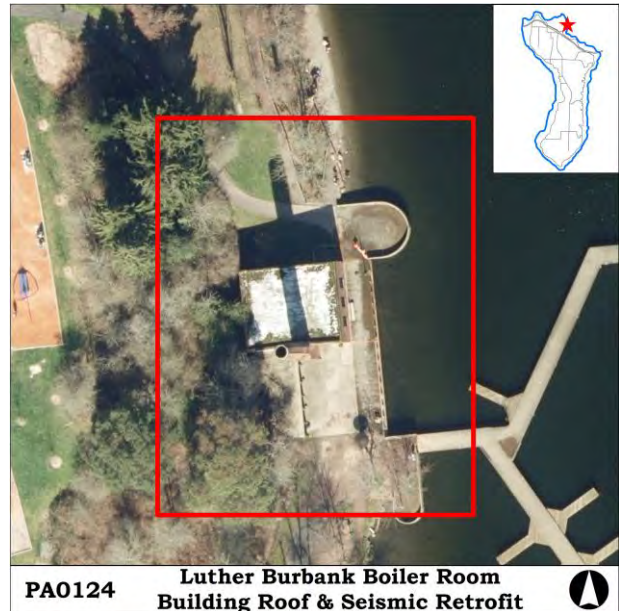
Roads, docks, sports courts, turf areas, restrooms, facilities, parking lots, trails and shoreline have suffered from extended deferred maintenance. These areas need ongoing minor repair. On a recurring basis, equipment, facilities and amenities must be repaired or replaced as they reach the end of their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

Expenditures	2021	2022	2023	2024	2025	2026
PA0123	\$95,000	\$104,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Luther Burbank Boiler Building Roof and Seismic Retrofit

Project ID
 PA0124
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 360
2021-2022 Project Budget
 \$365,000
Department
 Parks & Recreation



Project Description

Repair the roof and install seismic retrofits according to the 2017 Boiler Building feasibility study.

Project Justification

This project 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. 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.

Expenditures	2021	2022	2023	2024	2025	2026
PA0124	\$0	\$365,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Mercedale Playground Replacement

Project ID

PA0125

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

60

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$490,000

Department

Parks & Recreation



PA0125 Mercerdale Playground Replacement



Project Description

Replace playground equipment at the end of its useful life cycle at Mercerdale Park. Fix drainage and install resilient fall surface similar to Luther Burbank Park.

Project Justification

Worn and outdated play equipment require lifecycle replacement. Poor drainage at this site has caused the play equipment to be out of service in the wet season.

Expenditures	2021	2022	2023	2024	2025	2026
PA0125	\$490,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Mercedale Park Master Plan

Project ID
 PA0126
Program Plan
 CFP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

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

Project Justification

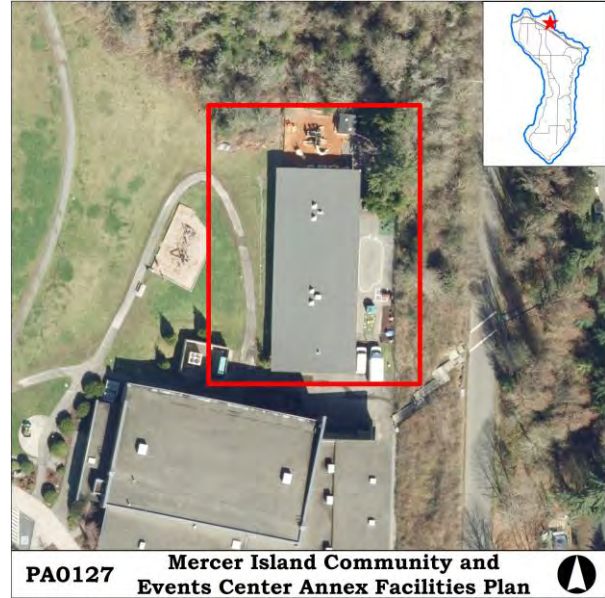
City Council needs systematic, long-term planning to be able to make operating and CIP prioritization decisions. Mercedale Park needs a master plan to anticipate future needs and changing uses. Mercedale Park was built out in the early 2000's before the current town center growth.

Expenditures	2021	2022	2023	2024	2025	2026
PA0126	\$0	\$0	\$90,000	\$0	\$0	\$0

Capital Improvement Program

Mercer Island Community and Events Center Annex Facilities Plan

Project ID
 PA0127
Program Plan
 CFP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Develop facilities assessment, policy, business model, and long-range plan for the annex building and north grounds of the main building. Includes public involvement and engagement with Parks and Recreation Commission.

Project Justification

The MICEC Annex will need major capital reinvestment or replacement in the 5-7 year timeframe. This facility currently houses daycare programs. City Council needs to consider policy, planning and capital needs for this facility. MICEC was built in 2004 before ST2, and the design did not anticipate projected town center impacts. In the work on the Annex, minimal renovations were made with the intention of extending the useful building life by five years (AB3808).

Expenditures	2021	2022	2023	2024	2025	2026
PA0127	\$0	\$0	\$0	\$90,000	\$0	\$0

Capital Improvement Program

Pioneer Park Bike Trail Path Lighting

Project ID
 PA0128
Program Plan
 CFP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



PA0128 Pioneer Park Bike Trail Path Lighting 

Project Description

Plan and install trail lighting along the NE Quadrant trail of Pioneer Park.

Project Justification

Unlit pathways inhibit walking to destinations. Park users have requested trail lighting to improve the functionality of high use trails, specifically in Pioneer Park next to Island Crest Way. Project was vetted and approved by the Open Space Conservancy Trust to be included in the capital plan in 2008-2009. See March 2009 meeting minutes.

Expenditures	2021	2022	2023	2024	2025	2026
PA0128	\$0	\$0	\$100,000	\$0	\$0	\$0

Pioneer Park/Engstrom OS Forest Management

Project ID
PA0129

Program Plan
CRP

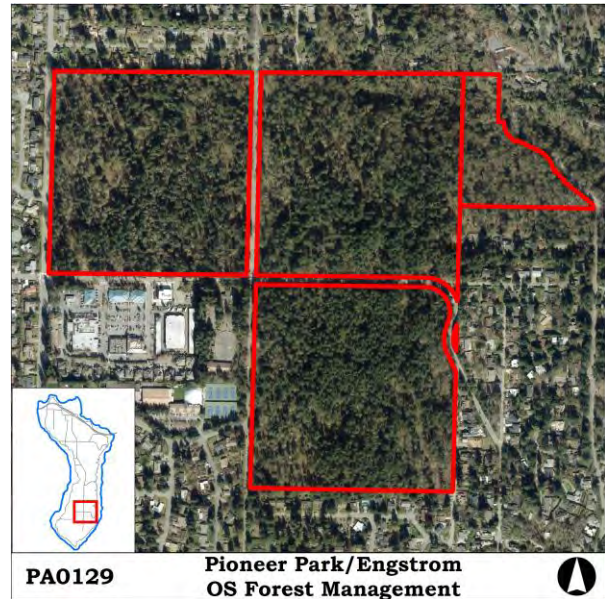
Target Completion Date
ONGOING

2021 Labor Hour Estimate
650

2022 Labor Hour Estimate
650

2021-2022 Project Budget
\$382,400

Department
Parks & Recreation



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 (OS) represent 127 acres of the City's 300 acres of Open Space properties that 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 quantifiable benefits that serve as critical natural environmental infrastructure including erosion control, storm water buffering, energy conservation, and pollution abatement.

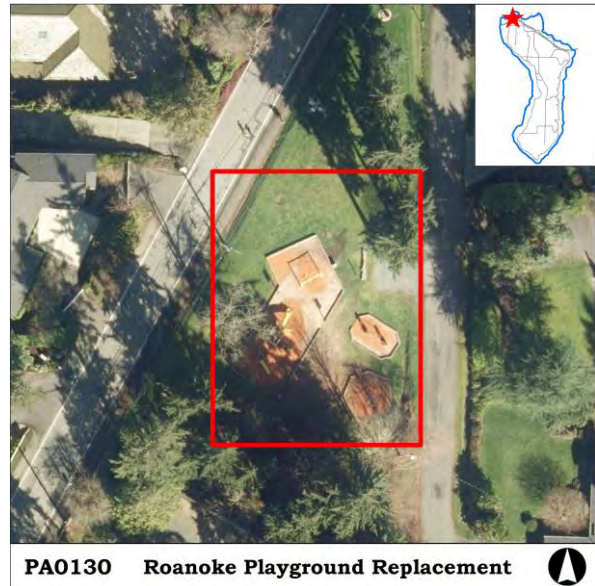
Open Spaces also provide mental and physical health benefits, recreational opportunities, and wildlife habitat. Invasive and noxious weeds threaten the health of these open spaces by creating monocultures that suppress natural forest regeneration and outcompete native plant communities. Trees are also dying from root disease and normal attrition that 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	2021	2022	2023	2024	2025	2026
PA0129	\$191,200	\$191,200	\$191,200	\$191,200	\$191,200	\$191,200

Capital Improvement Program

Roanoke Playground Replacement

Project ID
 PA0130
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Replace playground equipment at the end of its useful life cycle at Roanoke Park. Requires reconfiguring play area to reduce borders and provide an efficient layout.

Project Justification

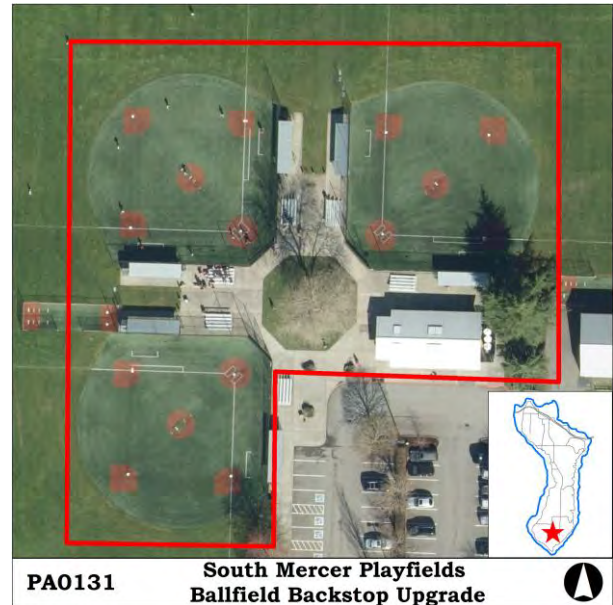
Worn and outdated play equipment require lifecycle replacement. Replacing parts is costly and inefficient. Delaying causes more safety concerns. Design in conjunction with Mercerdale Playground to provide coordination and efficiency.

Expenditures	2021	2022	2023	2024	2025	2026
PA0130	\$0	\$0	\$27,500	\$176,000	\$0	\$0

Capital Improvement Program

South Mercer Playfields Ballfield Backstop Upgrade

Project ID
 PA0131
Program Plan
 CFP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Replace three existing backstops on baseball fields with taller backstops that have larger poles to enable netting between fields. This will reduce foul ball contact with spectators.

Project Justification

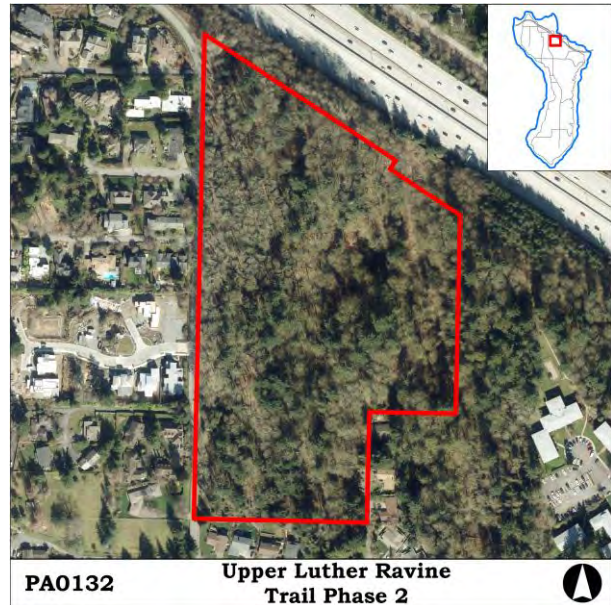
Existing backstops meet current standards. Field users report foul balls hitting spectators and vehicles in the parking lot. Backstops have some netting on them. The existing poles cannot support more netting or more height according to the engineer. These fields are heavily used by little league baseball with lots of families congregating in the plaza around the fields. Spectators are not always aware of foul balls coming from neighboring fields.

Expenditures	2021	2022	2023	2024	2025	2026
PA0131	\$0	\$0	\$995,000	\$0	\$0	\$0

Capital Improvement Program

Upper Luther Ravine Trail Phase 2

Project ID
 PA0132
Program Plan
 CFP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Parks & Recreation



Project Description

Construct approximately 850 ft of dirt trail, 680 ft of gravel surfaced trail, one stream crossing and 60 ft of timber crib stairs to connect Shorewood Apartments to Upper Luther Burbank Park. This project is consistent with the 2006 Luther Burbank Park Master Plan and the 2019 Aubrey Davis Park Master Plan.

Project Justification

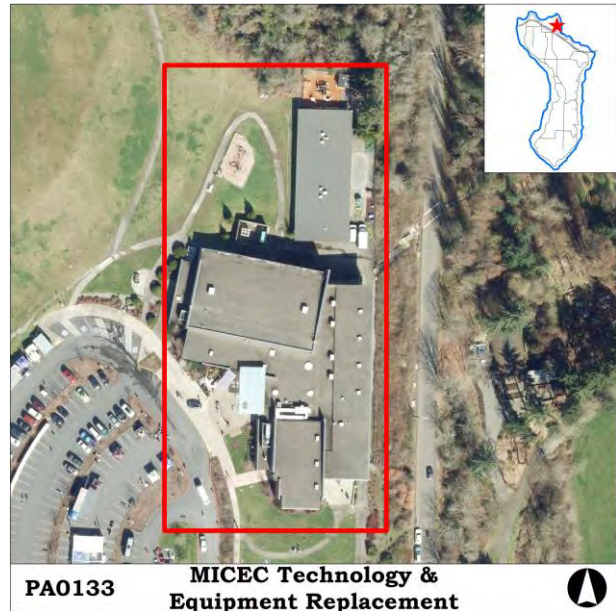
The Upper Luther Ravine Trail dead ends at the stream. City has a trail easement through Shorewood but not in WSDOT ROW. The master plan calls for a trail to connect to Shorewood, providing park access to a new neighborhood. Completion of the Upper Luther Ravine Trail would provide the missing link in connecting Gallegher Hill Open Space to Upper Luther Burbank Park, allowing for greater connectivity in the area and a continuous recreational walking route between the East Mercer Commercial Area and Town Center.

Expenditures	2021	2022	2023	2024	2025	2026
PA0132	\$0	\$0	\$58,947	\$150,043	\$0	\$0

Capital Improvement Program

MICEC Technology and Equipment Replacement

Project ID
 PA0133
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 20
2022 Labor Hour Estimate
 20
2021-2022 Project Budget
 \$81,000
Department
 Parks & Recreation



Project Description

Continued management of MICEC technology and equipment replacement cycles as they reach the end of useful life. Examples include catering kitchen appliances, 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. In 2019-2020, several purchases were made for items that had 10+ years useful life. To ensure desired quality and safety standards are met at MICEC when offering services to the public.

Expenditures	2021	2022	2023	2024	2025	2026
PA0133	\$20,500	\$20,500	\$60,500	\$60,500	\$60,500	\$60,500

Capital Improvement Program

Aubrey Davis Park Lid C Field Drainage Renovation

Project ID

PA0134

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Parks & Recreation



Project Description

Excavate and replace sand base and grass turf on multi-purpose field

Project Justification

This heavily used field does not drain well. Soil sampling results from the Aubrey Davis Park Master Plan indicate that the sand is not a suitable texture for good drainage. It needs to be replaced with a sorted material that has more pore space. This is a project identified in the ADP Master Plan.

Expenditures	2021	2022	2023	2024	2025	2026
PA0134	\$0	\$0	\$0	\$990,000	\$0	\$0

Capital Improvement Program

Town Center Micro Precinct Placeholder

Project ID

PA0135

Program Plan

CFP

Target Completion Date

Q1 2022

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$50,000

Department



Project Description

Placeholder for the City Council to work with staff and determine if a police precinct in the Town Center should be established during the 2021-2022 biennium.

Project Justification

Expenditures	2021	2022	2023	2024	2025	2026
PA0135	\$50,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Luther Burbank South Shoreline Restoration

Project ID

PA0136

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

105

2022 Labor Hour Estimate

150

2021-2022 Project Budget

\$707,000

Department

Parks & Recreation



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 ADA 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 is fully designed. It requires permits for construction. It has been modified to be competitive for WRIA 8 and other grant sources. Portions of the project will be constructed with in-house seasonal labor and/or with contracted conservation corps crews.

Expenditures	2021	2022	2023	2024	2025	2026
PA0136	\$47,000	\$660,000	\$0	\$0	\$0	\$0

Residential Street Resurfacing

Project ID
SP0100

Program Plan
CRP

Target Completion Date
ONGOING

2021 Labor Hour Estimate
1000

2022 Labor Hour Estimate
1000

2021-2022 Project Budget
\$1,800,000

Department
Public Works



SP0100 Residential Street Resurfacing



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	2021	2022	2023	2024	2025	2026
SP0100	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000

Capital Improvement Program

Arterial Preservation Program

Project ID
 SP0101
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 100
2022 Labor Hour Estimate
 100
2021-2022 Project Budget
 \$150,000
Department
 Public Works



SP0101 Arterial Preservation Programming



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, and grinding and paving of full lane areas.

Project Justification

Some of the Island's arterial streets develop areas of pavement fatigue and failure over time. 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	2021	2022	2023	2024	2025	2026
SP0101	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000

Capital Improvement Program

East Mercer Way Overlay (SE 53rd Place to SE 68th Street)

Project ID
SP0102

Program Plan
CRP

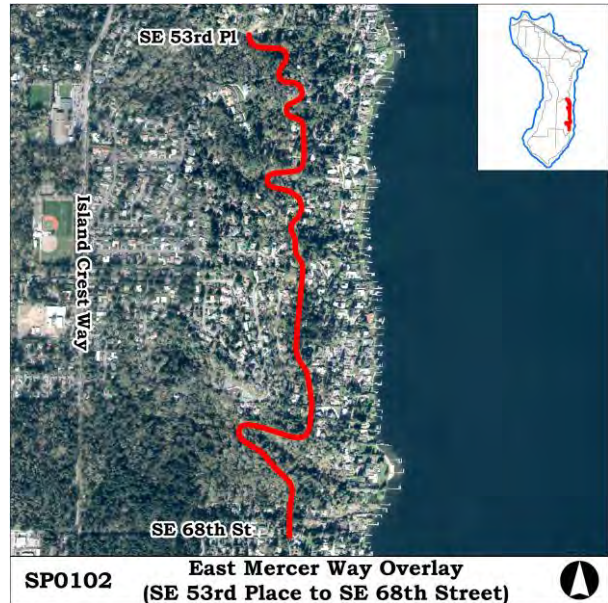
Target Completion Date
Q4 2021

2021 Labor Hour Estimate
1050

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$1,185,000

Department
Public Works



Project Description

This project will resurface East Mercer Way from SE 53rd Place to SE 68th Street with a hot mix asphalt overlay. Work will include pavement repairs, preleveling, paving of the roadway and existing southbound pedestrian shoulder, raising utility castings to grade, and new pavement markings. 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

This segment of arterial is nearing the end of its pavement life and needs resurfacing. This roadway was last paved in 1992 and its current Pavement Condition Index rating is in the "Fair" range. Paved shoulders have been previously constructed within this portion of East Mercer Way. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays.

Expenditures	2021	2022	2023	2024	2025	2026
SP0102	\$1,185,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

SE 68th Street and SE 70th Place Overlay (ICW to EMW)

Project ID
SP0103

Program Plan
CRP

Target Completion Date
Q4 2022

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
750

2021-2022 Project Budget
\$680,000

Department
Public Works



Project Description

This project will resurface the existing roadway from Island Crest Way to East Mercer Way with a hot mix asphalt overlay. Work will include pavement repairs, preleveling, paving of roadway and uphill lane pedestrian shoulder, raising utility castings to grade, and new pavement markings. Minor storm drainage repairs and minor water improvements will also be constructed. Utility work will be funded from the City's corresponding sewer, water, and storm water utility funds.

Project Justification

SE 68th Street and SE 70th Place is the City's main East-West arterial for the south end of the Island. This portion of roadway is nearing the end of its pavement life and needs resurfacing. SE 68th street was last resurfaced in the late 1980's and SE 70th Place was last resurfaced in 2001.

Current Pavement Condition Index ratings are in the "Fair" and bottom of the "Satisfactory" ranges. Utility castings (manholes, valve boxes, catch basins) need to be raised and/or replaced after asphalt overlays. This project was postponed from the 2019-2020 CIP Budget.

Expenditures	2021	2022	2023	2024	2025	2026
SP0103	\$0	\$680,000	\$0	\$0	\$0	\$0

Capital Improvement Program

North Mercer Way Overlay (7500 block to Roanoke Way)

Project ID

SP0104

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

This project will resurface North Mercer Way from the 7500 block to Roanoke Way with a hot mix asphalt overlay. Work will include 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 are 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	2021	2022	2023	2024	2025	2026
SP0104	\$0	\$0	\$557,000	\$0	\$0	\$0

Capital Improvement Program

West Mercer Way Resurfacing (SE 56th to EMW)

Project ID
SP0105

Program Plan
CRP

Target Completion Date
2023

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



Project Description

This project will restore the existing pavement on West Mercer Way from SE 56th to East Mercer Way with a chip seal. Work will include pavement repairs, single and double chip seal application, fog seal, replacement of old utility castings, and new pavement markings. Minor storm drainage repairs will also be performed.

Project Justification

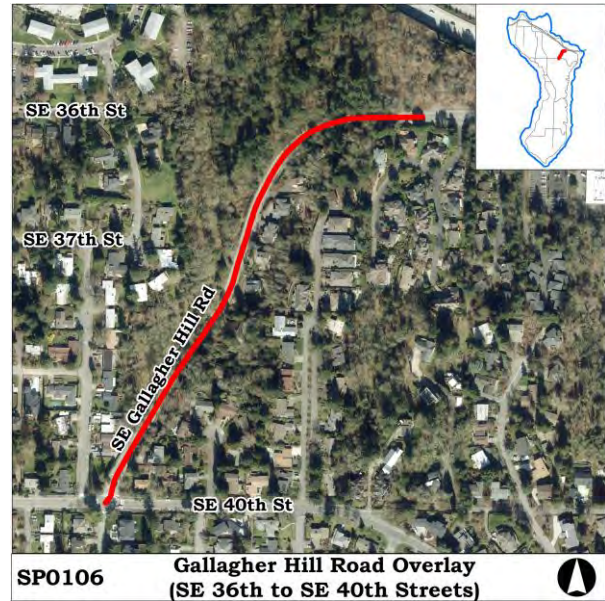
This 2.3 mile portion of West Mercer Way was last resurfaced in 1995 and its current Pavement Condition Index ratings are in the "Satisfactory" and "Fair" ranges. Most roadway distresses are low severity; therefore, a chip seal is an economical way to significantly extend the life of this 25-year old pavement. Many of the sewer and water castings within the project are old and should be replaced.

Expenditures	2021	2022	2023	2024	2025	2026
SP0105	\$0	\$0	\$545,000	\$0	\$0	\$0

Capital Improvement Program

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

Project ID
 SP0106
Program Plan
 CFP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



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. 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 continue a slow decline. Paved shoulders exist along both sides of the roadway. Utility castings need to be raised and/or replaced after asphalt overlays.

Expenditures	2021	2022	2023	2024	2025	2026
SP0106	\$0	\$0	\$0	\$0	\$534,000	\$0

Capital Improvement Program

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

Project ID
SP0107

Program Plan
CRP

Target Completion Date
2024

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



Project Description

This project will resurface SE 40th Street from 88th Avenue to Gallagher Hill Road with a hot mix asphalt overlay. Work will include pavement repairs, pavement grinding, hot mix asphalt paving, 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

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	2021	2022	2023	2024	2025	2026
SP0107	\$0	\$0	\$0	\$200,000	\$0	\$0

Capital Improvement Program

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

Project ID

SP0108

Program Plan

CRP

Target Completion Date

2025

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

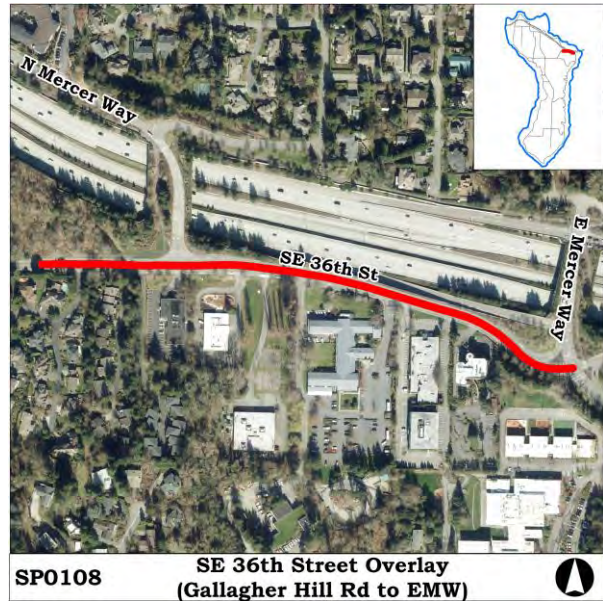
0

2021-2022 Project Budget

\$0

Department

Public Works



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. 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	2021	2022	2023	2024	2025	2026
SP0108	\$0	\$0	\$0	\$0	\$548,000	\$0

Capital Improvement Program

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

Project ID
 SP0109
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



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

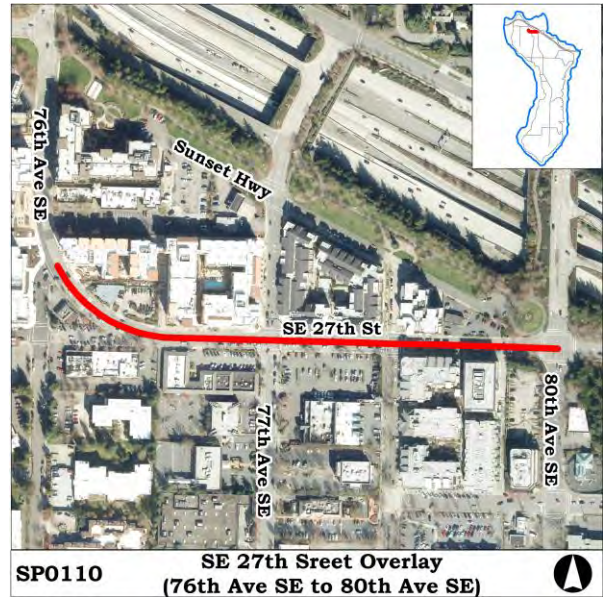
This arterial roadway was last resurfaced in 1994 by WSDOT and is nearing the end of its pavement life. The upcoming King County North Mercer Interceptor Sewer project will impact this roadway with utility cuts for sewer pipes as well as extended periods of heavy truck traffic. It will need resurfacing 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	2021	2022	2023	2024	2025	2026
SP0109	\$0	\$0	\$0	\$0	\$0	\$776,000

Capital Improvement Program

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

Project ID
 SP0110
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



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

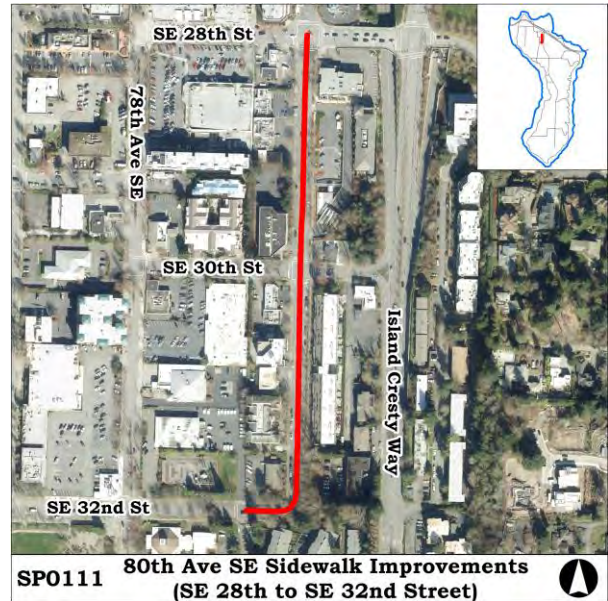
The Town Center has experienced a surge of redevelopment in the last decade and there is an expectation for streets to be well constructed and of good quality. The main east-west route through the Town Center, SE 27th Street, is showing signs of age and wear. Last reconstructed and repaved in the mid-1990's, 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	2021	2022	2023	2024	2025	2026
SP0110	\$0	\$0	\$0	\$548,000	\$0	\$0

Capital Improvement Program

80th Ave SE Sidewalk Improvements (SE 28th to SE 32nd Street)

Project ID
 SP0111
Program Plan
 CRP
Target Completion Date
 Q4 2021
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

This project will reconstruct curbs, sidewalks, and ADA ramps, and replace street trees along the east side of 80th Avenue from SE 28th 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 from the corresponding City utilities.

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	2021	2022	2023	2024	2025	2026
SP0111	\$0	\$0	\$1,080,000	\$0	\$0	\$0

Capital Improvement Program

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

Project ID
SP0112

Program Plan
CRP

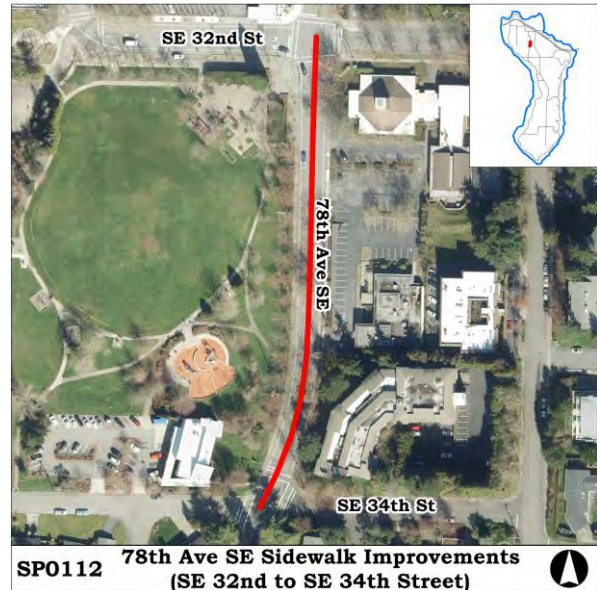
Target Completion Date
2023

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



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. Minor storm drainage repairs and minor water system improvements will also be constructed on the east side, funded from the corresponding City utilities.

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	2021	2022	2023	2024	2025	2026
SP0112	\$0	\$0	\$712,000	\$0	\$0	\$0

Capital Improvement Program

Roadside Shoulder Improvements - EMW Phase I I (SE 79th Street to Avalon Drive)

Project ID

SP0113

Program Plan

CFP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

This project will continue the program of paved shoulder construction along the southbound side of East Mercer Way by building new shoulder from SE 79th Street to the 8300 block. 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 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 I 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	2021	2022	2023	2024	2025	2026
SP0113	\$0	\$0	\$0	\$475,000	\$0	\$0

Capital Improvement Program

Roadside Shoulder Improvements - WMW Phase 3 (SE 70th to SE 65th Streets)

Project ID

SP0114

Program Plan

CFP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

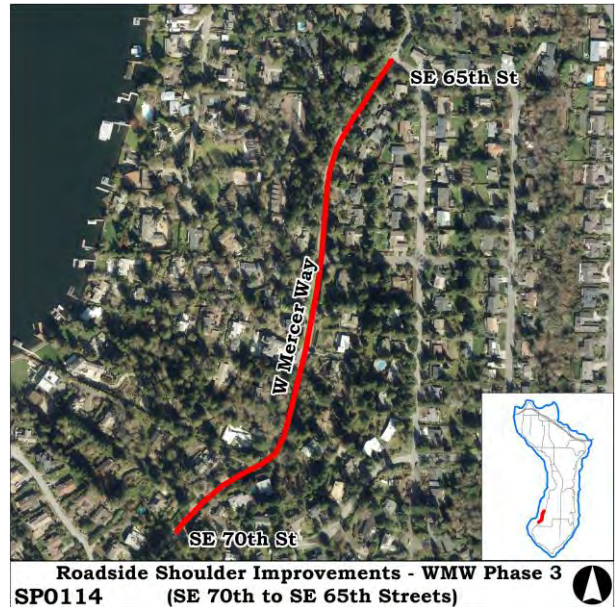
750

2021-2022 Project Budget

\$485,000

Department

Public Works



Project Description

This project will continue the program of paved shoulder construction along the northbound side of West Mercer Way by building new shoulder from SE 70th to SE 65th Streets. Work will include piping drainage ditches, 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 West Mercer Way, but lack of shoulders can make the roadway hazardous for these users. The roadside shoulder development program for the Mercer Ways was implemented in 2002. Paved roadside shoulders exist along West Mercer Way from I-90 to SE 65th Street and from SE 70th Street to the 8100 block, resulting in a gap of no shoulder between SE 65th and SE 70th.

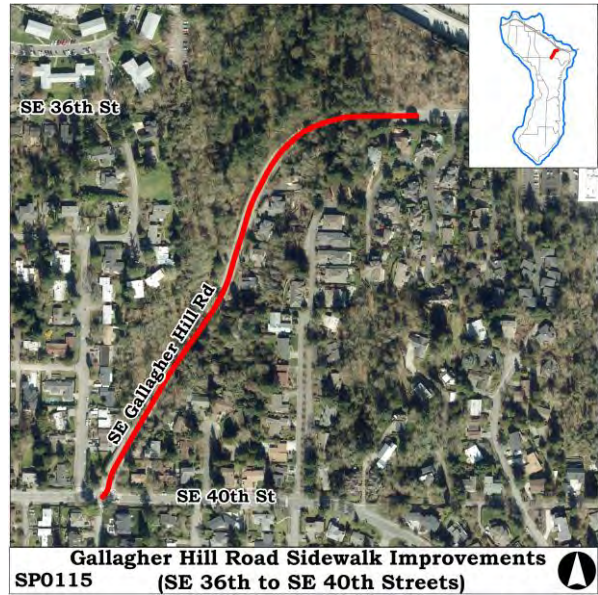
The shoulders on West Mercer Way north of SE 65th were built in the late 1970's and early 1980's. The shoulders south of SE 70th are Phases 1 and 2 of WMW and were built in 2017 and 2020, respectively. Historically, the City has built one new shoulder project per biennium. Some fire hydrants and water meters will need to be moved outside of the new shoulder.

Expenditures	2021	2022	2023	2024	2025	2026
SP0114	\$0	\$485,000	\$0	\$0	\$0	\$0

Capital Improvement Program

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

Project ID
 SP0115
Program Plan
 CFP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



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 PBF 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	2021	2022	2023	2024	2025	2026
SP0115	\$0	\$0	\$0	\$0	\$474,000	\$0

Capital Improvement Program

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

Project ID

SP0116

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

This project will replace sidewalks and create bike lanes on SE 40th Street from Gallagher Hill Road to 93rd Avenue. Work will include constructing new curbs, gutters, and sidewalks along both sides of the roadway, minor drainage improvements, landscaping, and new pavement markings.

Project Justification

The PBF 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	2021	2022	2023	2024	2025	2026
SP0116	\$0	\$0	\$0	\$920,000	\$0	\$0

Capital Improvement Program

92nd Ave SE Sidewalk Improvements (SE 40th to SE 41st Streets)

Project ID
SP0117

Program Plan
CFP

Target Completion Date
2026

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



Project Description

This project will construct a new sidewalk along the west side of 92nd Avenue from SE 40th to SE 41st Streets. Work would include constructing new curbs, gutter, sidewalk, storm drainage, and landscaping along the west side of the roadway.

Project Justification

The PBF Plan identifies connectivity of facilities as a high priority. This project will complete the final gap in an otherwise continuous sidewalk route around the so-called school "mega block," connecting SE 40th Street to the High School, Admin Building, PEAK, and Northwood Elementary.

Expenditures	2021	2022	2023	2024	2025	2026
SP0117	\$0	\$0	\$0	\$0	\$0	\$540,000

ADA Compliance Plan Implementation

Project ID

SP0118

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

160

2021-2022 Project Budget

\$100,000

Department

Public Works



SP0118 ADA Compliance Plan Implementation



Project Description

Design and construction of spot improvements to pedestrian facilities citywide to meet compliance standards established by the Americans with Disabilities Act (ADA).

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 ADA.

Expenditures	2021	2022	2023	2024	2025	2026
SP0118	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000

Capital Improvement Program

N-S Bike Route Completion ICW (90th Ave SE - SE 63rd St)

Project ID
SP0119

Program Plan
CRP

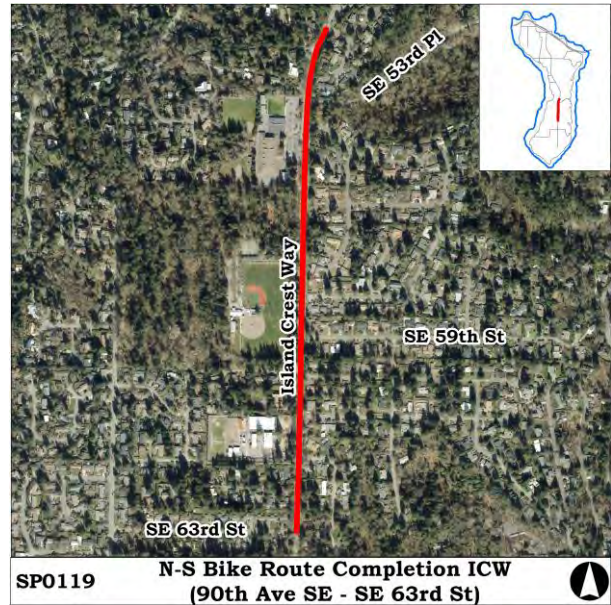
Target Completion Date
2023

2021 Labor Hour Estimate
300

2022 Labor Hour Estimate
500

2021-2022 Project Budget
\$50,000

Department
Public Works



Project Description

Complete gap in North/South Bike Route on Island Crest Way to provide route to connect the south end of the Island to the north end and Town Center for alternative transportation modes. Complete phase 1 Project Scoping and Alternative Selection and phase 2 Public Involvement in 2021 - 2022 biennium. Once a preferred alternative is selected begin preliminary design, final design and construction.

Project Justification

The PBF plan supports enhanced and improved bicycle circulation across the Island and identifies completing connectivity of facilities as a high priority. Island Crest Way is a 2-lane north/south arterial with minimal pedestrian and no bicycle facilities. This section is a missing gap in the north/south bike route. Within this area is Island Crest Park, Pioneer Park and Island Park Elementary, all within walking distance to residential homes and the south end shopping center.

An evaluation to provide an alternative route to bypass Island Crest Way through Island Crest Park (2012) was determined to be infeasible. Completing this missing gap is supported by the local bicycling group Neighbors In Motion. Supports First Mile/Last Mile. Only ph 1 & ph 2 are funded at this time utilizing Sound Transit mitigation funds. Future funding pending and prioritization pending outcome of phases 1 & 2.

Expenditures	2021	2022	2023	2024	2025	2026
SP0119	\$0	\$50,000	\$50,000	\$200,000	\$0	\$0

Sunset Hwy/77th Ave SE Improvements

Project ID

SP0120

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

350

2022 Labor Hour Estimate

300

2021-2022 Project Budget

\$700,000

Department

Public Works



Project Description

Design and construction of intersection/traffic safety improvements to improve pedestrian and bicycle crossings and vehicular circulation at the East Link Rail Station on 77th Ave SE. The project location is within WSDOT limited access and coordination with WSDOT will be ongoing.

Project Justification

This intersection is directly adjacent to the East Link station access and is expected to experience an increase in pedestrian and bicycle traffic, as well as vehicle traffic once the station opens. The Aubrey Davis Park and Mountains to Sound trail system are adjacent to Sunset Highway and the East Link station which crosses at 77th Ave SE. The center roadway closure and opening of East Link Station has changed travel patterns on the Island.

A long-term solution could be installation of a roundabout, a traffic signal, a rectangular rapid flashing beacon (RRFB) or other urban design intersection improvements to improve pedestrian and bicycle crossings and vehicular circulation. Project scoping and design planned for 2021 with construction in 2022. WSDOT coordination will be ongoing. Project will utilize Sound Transit mitigation funds.

Expenditures	2021	2022	2023	2024	2025	2026
SP0120	\$100,000	\$600,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Mid-block crosswalk 76th Ave SE between SE 24th and SE 27th

Project ID

SP0121

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

350

2021-2022 Project Budget

\$244,800

Department

Public Works



Project Description

Install new crosswalk with center median, RRFB, ADA curb ramps on 76th Ave SE in Town Center.

Project Justification

Ongoing redevelopment in the Town Center has seen increasing pedestrian circulation as new families and businesses move into the Town Center. The blocks are long and existing crosswalks are at intersecting streets resulting in an increase in jay-walking. With the opening of the East Link Rail Station it is expected there will be an increase in walking and biking in the Town Center as residents make their way to/from the station.

This project will utilize Sound Transit mitigation funds.

Expenditures	2021	2022	2023	2024	2025	2026
SP0121	\$65,000	\$203,704	\$0	\$0	\$0	\$0

Capital Improvement Program

Minor Capital - Traffic Operations Improvements

Project ID
SP0122

Program Plan
CRP

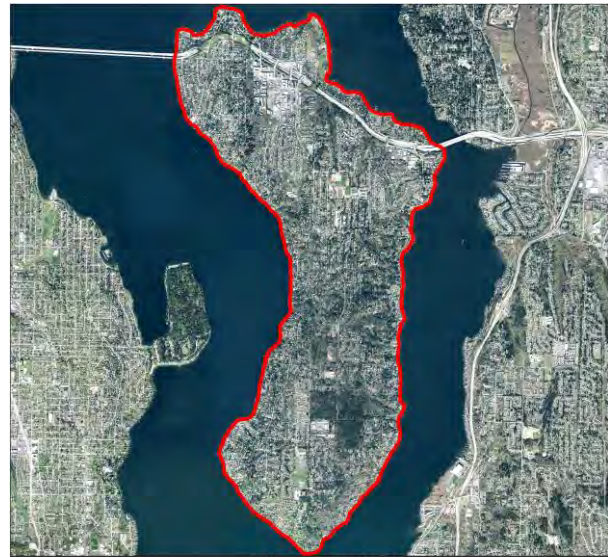
Target Completion Date
ONGOING

2021 Labor Hour Estimate
260

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$100,000

Department
Public Works



SP0122 Minor Capital - Traffic Operations Improvements

Project Description

Provide minor capital transportation improvements throughout the City to address traffic operation issues and 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	2021	2022	2023	2024	2025	2026
SP0122	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0

Capital Improvement Program

North Mercer Way - MI P&R Frontage Improvements

Project ID

SP0123

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Modify frontage of the MI P&R along North Mercer Way to improve pedestrian and bicycle circulation. The project includes remove the bus bay on the north side of NMW, widen trail to meet current standards for multi-use facility, remove bus shelters, extend NW corner of 80th Ave SE I/S to shorten N-S crossing distance and provide mixing zone for better ped/bike separation, improve sight lines at western driveway access. Relocate street lights, add landscape separation and bike lockers.

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 P&R does not lend itself to positive pedestrian and bicycle circulation. Increased pedestrian and bicycle use is expected as more users walk/bike to the new station and as more people chose alternative modes of travel to go between Bellevue and Seattle along the trail system.

Expenditures	2021	2022	2023	2024	2025	2026
SP0123	\$0	\$0	\$0	\$1,177,000	\$0	\$0

PBF Plan Implementation

Project ID

SP0125

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

250

2022 Labor Hour Estimate

250

2021-2022 Project Budget

\$100,000

Department

Public Works



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 PBF Plan.

Project Justification

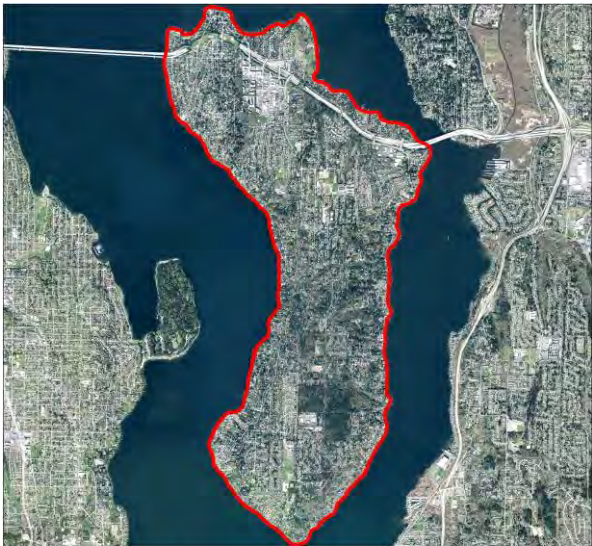
PBF Plan identifies gaps in and opportunities for investment in pedestrian and bicycle facilities citywide. In some areas of the City the existing transportation system does not provide adequate facilities for non-motorized users. Gaps in facilities should be designed and built to connect missing sections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

Expenditures	2021	2022	2023	2024	2025	2026
SP0125	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Capital Improvement Program

Emergency Sewer Repairs

Project ID
 SU0100
Program Plan
 CRP
Target Completion Date
 ONGOING
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$600,000
Department
 Public Works



SU0100 Emergency Sewer Repairs 

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/wastewater system and degradation of existing infrastructure, the City has seen an increase of emergency repairs. These emergencies have resulted in costly repairs and increased potential risk to exposure and negative environmental impacts. The Emergency System repairs program provides funding to address failed assets due to emergency.

Expenditures	2021	2022	2023	2024	2025	2026
SU0100	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

Capital Improvement Program

Pump Station R&R Improvements

Project ID

SU0102

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

400

2022 Labor Hour Estimate

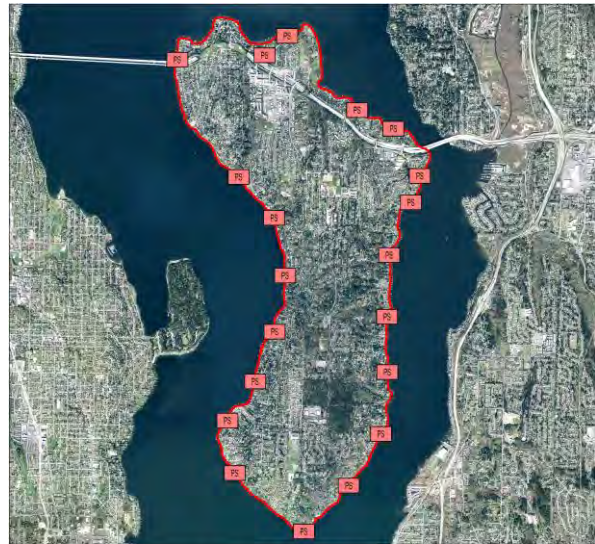
0

2021-2022 Project Budget

\$200,000

Department

Public Works



SU0102 Pump Station R&R Improvements

Project Description

Ongoing program to fund rehabilitation of sewer pump stations. Phase I conduct comprehensive review of all stations, develop scope of work and priority based on risk, consequence of failure, M/O experience and age, and modifications required to accommodate SCADA installation. Future phases begin construction of identified improvements.

Project Justification

Sewer Pump Stations are necessary for continuing reliable and cost-effective sewer system operation. Pump Stations, installed in the mid-1950's to late 1960's as part of the Lake Line system, 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 may likely result in sewer spillage into Lake Washington. Project PS-4 and PS-5 of the 2018 General Sewer Plan supports this project.

Expenditures	2021	2022	2023	2024	2025	2026
SU0102	\$200,000	\$0	\$750,000	\$0	\$750,000	\$0

Capital Improvement Program

Easement, Access Codes and Standards Review

Project ID
 SU0103
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 280
2022 Labor Hour Estimate
 280
2021-2022 Project Budget
 \$300,000
Department
 Public Works



Project Description

Review and confirm easements for pump station and lake line access, including easement language and rights of use for existing docks. Identify additional language needed to conduct full spectrum of operation and maintenance activities. Conduct comprehensive review of codes and standards relating to utility access. Implement changes to support utility maintenance of existing infrastructure.

Project Justification

The Lake Line system is a critical component for the continuing reliable and cost-effective sewer system operation. At the time of construction easements were obtained from adjacent property owners. Many easements are not recorded, and copies are no longer available. Some easements do not cover the infrastructure adequately nor do they define adequate area for City rights of entry.

Overtime, access to some pump stations has become blocked making access to pump stations difficult if not impossible. This project, together with Pump Station Access Improvements will improve access to all pump stations for ongoing maintenance and operations. Projects G-5 and G-6 of the 2018 General Sewer Plan and the 2019 Lake Line and Pump Station Access Evaluation report confirms this project need.

Expenditures	2021	2022	2023	2024	2025	2026
SU0103	\$150,000	\$150,000	\$0	\$0	\$0	\$0

Pump Station & HGMH Flow Monitoring

Project ID

SU0104

Program Plan

CRP

Target Completion Date

2025

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

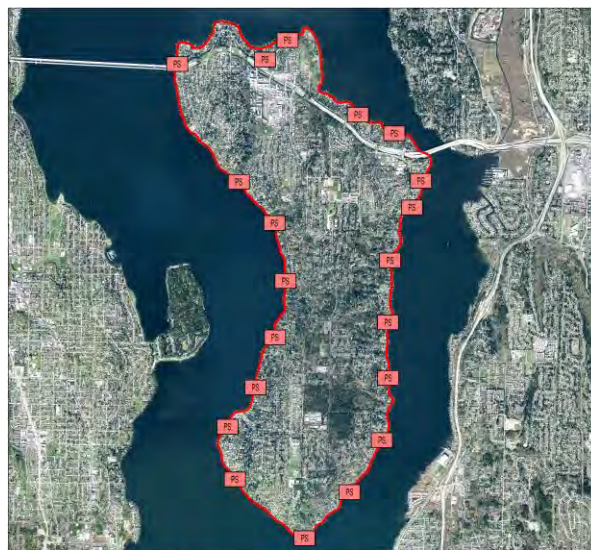
0

2021-2022 Project Budget

\$0

Department

Public Works



SU0104 Pump Station & HGMH Flow Monitoring 

Project Description

Install flow and level monitoring at pump stations and hydraulic grade manholes to evaluate capacity of pump stations versus flow during storm events. Some HGMH are not accessible and will require modifications or rebuilding to accommodate installation of necessary flow monitoring.

Project Justification

There is currently no flow monitoring program for the sewer system. Flow and level monitoring at pump stations and hydraulic grade manholes is necessary to support SCADA reliability and understanding the system capacity to provide ongoing reliable sewer service and minimize system failure. This project should be coordinated with the SCADA system upgrades and supports ongoing hydraulic model development. Project PS-3 of the 2018 General Sewer Plan supports this project.

Expenditures	2021	2022	2023	2024	2025	2026
SU0104	\$0	\$0	\$300,000	\$300,000	\$1,000,000	\$0

Capital Improvement Program

Pipe Flow Monitoring

Project ID

SU0105

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Install flow monitoring to evaluate capacity of the sewer pipe system versus flow during storm events.

Project Justification

Currently there is no ongoing flow monitoring program for the sewer system. Flow monitoring is necessary to support SCADA reliability and understanding system capacity to provide ongoing reliable sewer service and minimize system failure. Data from ongoing collection will be used for calibration of the hydraulic model and support prioritization of future capital reinvestment projects. This project should 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	2021	2022	2023	2024	2025	2026
SU0105	\$0	\$0	\$280,000	\$280,000	\$0	\$150,000

Lake Line Locating and Marking

Project ID

SU0106

Program Plan

CRP

Target Completion Date

2025

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Locate and mark the Lake Line system to aid asset management of the system and to assist with future condition assessment and R&R projects. Verify plan and profile of the lake line sewer and private laterals, locate special catch basins and emergency bypass locations, and confirm pump station piping configurations. Produce lake bathymetry map to include horizontal and vertical geospatial information to reduce future risk of damage. Install survey-grade markers to enable locating of lake line.

Project Justification

The Lake Line system is critical to providing reliable sewer service to Mercer Island. When constructed the pipeline was located by installing a metal washer on the side of the docks. Since that time docks have been rebuilt, washers removed or lost and not replaced. There are no known survey coordinates of the pipeline. Erosion of shoreline and lakebed has magnified the uncertainty of its location.

Results from this project will establish permanent record of the location of the lake line. Project L-4a 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	2021	2022	2023	2024	2025	2026
SU0106	\$0	\$0	\$950,000	\$1,025,000	\$925,000	\$0

Capital Improvement Program

Lake Line Condition Assessment

Project ID

SU0107

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Initial condition assessment to complete a high-level assessment of the entire Lakeline to identify segments of pipe for further detailed condition assessment. Review historical project documentation determine pipe material, wall thickness, lining, coating, joint type, gasket material and test pressure. Detailed assessment of prioritized segments planned for 2027. Use results to guide future Lake Line repair and replacement (R&R).

Project Justification

The 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 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. 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	2021	2022	2023	2024	2025	2026
SU0107	\$0	\$0	\$0	\$0	\$2,000,000	\$0

Capital Improvement Program

Comprehensive Pipeline R&R Program

Project ID

SU0108

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

250

2022 Labor Hour Estimate

250

2021-2022 Project Budget

\$1,000,000

Department

Public Works



Project Description

Ongoing program to improve the sewer collection system that includes manhole installation, pipe installation, rehabilitation, replacement or lining, and smoke testing for inflow and infiltration (I/I).

Project Justification

Many components of the sewer system are aging and have reached the end of their useful life. Ongoing system improvements will ensure continued reliable and cost-effective sewer system operation. NAASCO CCTV inspection data is used to prioritize pipeline projects and develop comprehensive R&R program to continually replace pipes and other features of the sewer pipe system as they reach the end of their useful life. This project is projects P-9 and P-10 in the 2018 General Sewer Plan.

Expenditures	2021	2022	2023	2024	2025	2026
SU0108	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000

Capital Improvement Program

Sewer System Generator Replacement

Project ID

SU0109

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

182

2022 Labor Hour Estimate

182

2021-2022 Project Budget

\$300,000

Department

Public Works



Project Description

Ongoing program to replace generators that provide emergency power at sewer pump stations.

Project Justification

On-site back-up generators provide reliable and cost-effective operations of the sewer system. Generators have a useful life of 25 - 30 years. This ongoing program replaces a generator each year. By 2023 generators will have been replaced at each pump station. This program will begin again in 2028 to fund one generator replacement per year. The project is project PS-2 in the 2018 General Sewer Plan.

Expenditures	2021	2022	2023	2024	2025	2026
SU0109	\$150,000	\$150,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Pump Station Accessibility Improvements

Project ID

SU0110

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

200

2022 Labor Hour Estimate

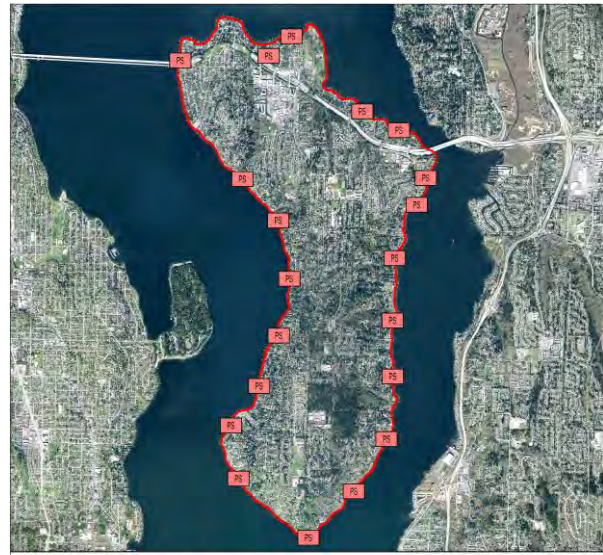
200


2021-2022 Project Budget

\$200,000

Department

Public Works



SU0110 Pump Station Accessibility Improvements 

Project Description

Address priority pump station access issues to support daily access needs. Priority projects include new or improved walking paths/stairs and improvements to existing roadways to facilitate land access, new or improved docks/bulkheads to facilitate access from Lake.

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 arts due to terrain and private property improvements surrounding the station.

Project PS-I 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 prioritizes stations for future improvements.

Expenditures	2021	2022	2023	2024	2025	2026
SU0110	\$100,000	\$100,000	\$0	\$100,000	\$0	\$100,000

Capital Improvement Program

Comprehensive Hydraulic Model Development

Project ID

SU0111

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Develop a system-wide hydraulic model to aid in identifying capacity issues and future reinvestment needs. Recalibrate the model every 10 years with the update to the General Sewer Plan

Project Justification

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

The model development should include the 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. Project G-2 of the 2018 General Sewer Plan supports this project.

Expenditures	2021	2022	2023	2024	2025	2026
SU0111	\$0	\$0	\$0	\$0	\$0	\$250,000

Capital Improvement Program

Comprehensive I/I Evaluation

Project ID

SU0112

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Conduct a comprehensive Inflow and Infiltrations (I/I) investigation of sewer basins to identify areas of concern for future reinvestment.

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 can reduce M/O and treatment costs by eliminating groundwater and surface water from the sanitary sewer system. This project supports the Comprehensive Hydraulic Model Development. Project G-3 of the 2018 General Sewer Plan supports this project.

Expenditures	2021	2022	2023	2024	2025	2026
SU0112	\$0	\$0	\$0	\$0	\$0	\$150,000

Capital Improvement Program

SCADA System Replacement (Sewer)

Project ID

SU0113

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

750

2022 Labor Hour Estimate

750

2021-2022 Project Budget

\$1,650,000

Department

Public Works



Project Description

Design and replace the SCADA systems (supervisory control and data acquisition) including obsolete RTU's (remote terminal units) at pump stations and the reservoir and replace the HMI (human-machine interface) at the Public Works building.

Project Justification

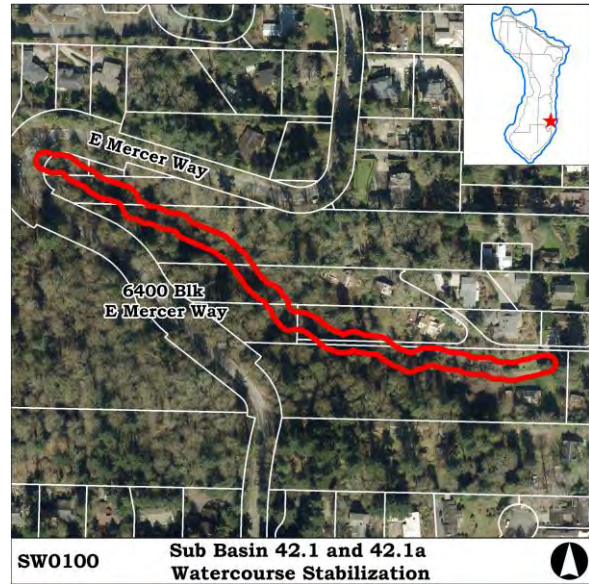
The City's water distribution and sewer collection system are monitored and controlled by their SCADA systems which City staff rely on for all control and alarm notifications. The systems for both the water and sewer utilities are over a decade old. Equipment is outdated, obsolete and no longer available from the manufacturer. The software version currently operating the system is no longer supported. A comprehensive SCADA Master Plan was completed in 2017 and guides replacement of this system.

Expenditures	2021	2022	2023	2024	2025	2026
SU0113	\$675,000	\$975,000	\$1,275,000	\$0	\$0	\$0

Capital Improvement Program

Sub Basin 42.1 and 42.1a Watercourse Stabilization

Project ID
 SW0100
Program Plan
 CRP
Target Completion Date
 Q3 2021
2021 Labor Hour Estimate
 874
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$389,657
Department
 Public Works



Project Description

Stabilize 1200 linear feet of eroded watercourse east of East Mercer Way near 6500 block with series of bed control structures that are made of logs and streambed cobble in the channel. Also install timber frame structures on soft banks to reduce sediment transport.

Where the channel has a steeper slope at the upstream reach, 12” stream rocks will be placed to protect the toe of the existing gabion baskets from undercutting.

Project Justification

Temporary streambank erosion control measures (sandbags) installed more than 15 years ago are beginning to fail which poses risks to banks and upper slope stabilities, increase sediment source and habitat destruction. Project design began in January 2020, permitting with state and federal agencies to follow in late Spring. When permits are received, construction can take place in Summer of 2021.

Expenditures	2021	2022	2023	2024	2025	2026
SW0100	\$389,657	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Sub basin 23.2 Watercourse Stabilization

Project ID
 SW0101
Program Plan
 CRP
Target Completion Date
 Q3 2021
2021 Labor Hour Estimate
 668
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$202,157
Department
 Public Works



Project Description

Stabilize the upper 250 feet of watercourse adjacent to 4324 West Mercer Way by regrading and filling channel. Install boulder cascade at headcuts and beyond.

Project Justification

This sub-reach has numerous headcuts, the channel has incised up to 15 feet into the bed pan. This condition poses risks to near home, private street, banks and upper slope stabilities, increase sediment source and habitat destruction. Project design begins in 2020, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2021.

Expenditures	2021	2022	2023	2024	2025	2026
SW0101	\$202,157	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Sub basin 45b.1 Watercourse Stabilization

Project ID
 SW0102
Program Plan
 CRP
Target Completion Date
 Q3 2022
2021 Labor Hour Estimate
 240
2022 Labor Hour Estimate
 508
2021-2022 Project Budget
 \$224,657
Department
 Public Works



Project Description

Repair existing quarry spall check dams and provide bank protection with use of bioengineering method along this 300 feet of watercourse reach off West Mercer Way near 5600 Block.

Project Justification

High flow events have been eroding this watercourse, sediment transport is evidential. The eroded bank is posing risks to bank and upper slope stabilities, increase sediment source and habitat destruction. There are also low risks of affecting nearby street and infrastructures if the problem persists. Existing sediment collection structures downstream require ongoing maintenance. Project design to begin in 2021, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2022.

Expenditures	2021	2022	2023	2024	2025	2026
SW0102	\$36,157	\$188,500	\$0	\$0	\$0	\$0

Capital Improvement Program

Sub basin 27a.10 Watercourse Stabilization

Project ID
 SW0103
Program Plan
 CRP
Target Completion Date
 Q3 2022
2021 Labor Hour Estimate
 160
2022 Labor Hour Estimate
 408
2021-2022 Project Budget
 \$101,157
Department
 Public Works



Project Description

100 LINEAR FEET (LF) of channel restoration near SE 52nd Street and Forest Ave., works include stabilization through grading of the channel bed with streambed gravels, riparian planting.

Project Justification

Sedimentation source from unstable bank slopes seen with some risk to private road. Moderate bank erosion noted in sections along waterway. Steep slope on right bank downstream of private drive continues to have bank and slope failure partially due to creek toe erosion and partially due to the instability of the bank. Project design to begin in 2021, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2022.

Expenditures	2021	2022	2023	2024	2025	2026
SW0103	\$22,157	\$79,000	\$0	\$0	\$0	\$0

Sub basin 22.1 Watercourse Stabilization

Project ID
 SW0104
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 140
2021-2022 Project Budget
 \$24,157
Department
 Public Works



Project Description

Channel stabilization in two subreaches totaling 140 linear feet (LF) near 4200 West Mercer Way. Banks to be laid back and channel filled, re-creating a stream channel.

Project Justification

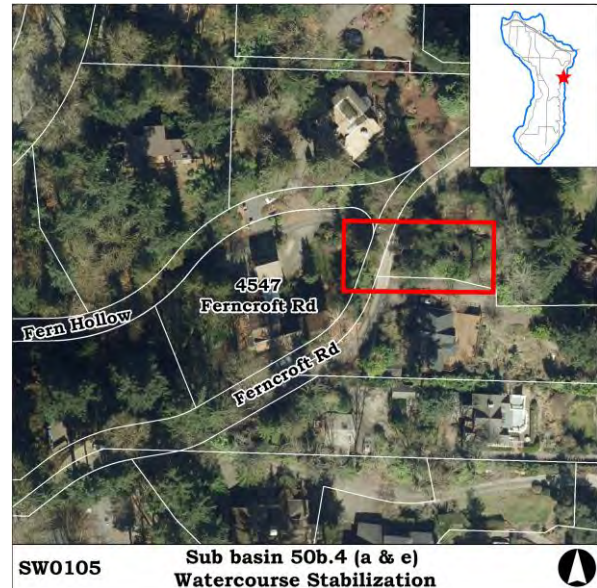
Downcutting has formed two separate subreaches within this watercourse. The upper 50 linear feet (LF) subreach has near vertical banks and is incised up to 8 feet in light brown stiff silt, creating a minor hazard to the fill of West Mercer Way. The lower 90 linear feet subreach has a 6-foot high headcut and is incised up to 20 feet in very stiff silt but does not pose a threat to West Mercer Way. Project design to begin in 2022, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2023.

Expenditures	2021	2022	2023	2024	2025	2026
SW0104	\$0	\$24,157	\$139,100	\$0	\$0	\$0

Capital Improvement Program

Sub basin 50b.4 (a & e) Watercourse Stabilization

Project ID
 SW0105
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 140
2021-2022 Project Budget
 \$17,657
Department
 Public Works



Project Description

Install log weir structures and outlet protection in watercourse off 4500 block East Mercer Way.

Project Justification

At 50b.A, channel is becoming laterally less stable and receiving upstream sand deposition. Existing log weir structures are being undermined or flanked.

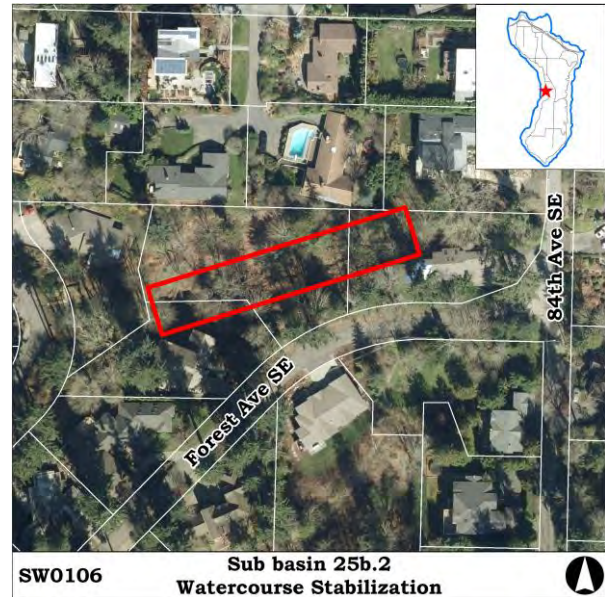
At 50b.E, downstream of Ferncroft Road at culvert outlet, the bed and bank protection is failing. Additional failure of fill material adjacent to private drive was also observed. Project design to begin in 2022, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2023.

Expenditures	2021	2022	2023	2024	2025	2026
SW0105	\$0	\$17,657	\$46,000	\$0	\$0	\$0

Capital Improvement Program

Sub basin 25b.2 Watercourse Stabilization

Project ID
 SW0106
Program Plan
 CRP
Target Completion Date
 2023
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 180
2021-2022 Project Budget
 \$46,657
Department
 Public Works



Project Description

Between 84th Ave SE and Forest Ave SE., perform 220 linear feet channel restoration through clearing and grading of the channel bed with streambed gravel, riparian planting along the banks, and installation of logs.

Project Justification

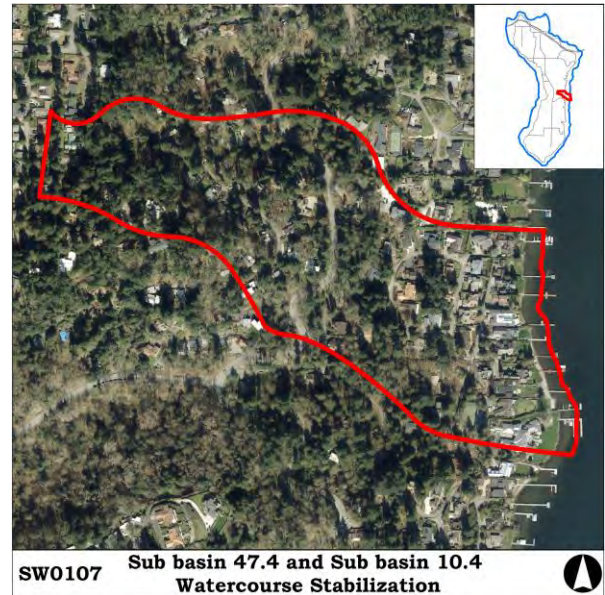
Highly erodible loose silt and soil banks observed. Channel then widens toward downstream and becoming less stable with a sand and gravel bed. Slides noted on right and left banks with slide material in ravine bottom. The condition poses risks to banks and upper slope stabilities, increase sediment source and habitat destruction. Project design to begin in 2022, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2023.

Expenditures	2021	2022	2023	2024	2025	2026
SW0106	\$0	\$46,657	\$145,000	\$0	\$0	\$0

Capital Improvement Program

Sub basin 47.4 and Sub basin 10.4 Watercourse Stabilization

Project ID
 SW0107
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

300 to 400 LINEAR FEET (LF) of pipe extension from East Mercer Way to SE 52nd Street, and pipe outfall protection downstream of I-90 and west of 77th Avenue SE.

Project Justification

The seasonal watercourse in SB47.4 flows from East Merce Way to SE 52nd street thru 9426 SE 52nd street, creating some erosion around the residence. Meanwhile the outfall of a to 60" pipe in SB10.4 that drains from the business district and into an open channel. The riprap thickness at the outfall is thin and more material may be undersized. Project design to begin in 2022, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2023.

Expenditures	2021	2022	2023	2024	2025	2026
SW0107	\$0	\$0	\$55,514	\$292,500	\$0	\$0

Capital Improvement Program

Sub basin 24a.1 Watercourse Stabilization

Project ID
SW0109

Program Plan
CRP

Target Completion Date
2024

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



Project Description

Outfall protection West of Forest Ave SE , south of 4500 block. Install drop manhole and outfall protection

Project Justification

Flow is scouring and undercutting the storm outlet and has created a 6ft deep by 15ft 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 stabilities, increase sediment source and habitat destruction. 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.

Expenditures	2021	2022	2023	2024	2025	2026
SW0109	\$0	\$0	\$17,157	\$56,500	\$0	\$0

Capital Improvement Program

Sub basin 39a.2 Watercourse Stabilization

Project ID
 SW0110
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Fill 30 linear feet of secondary channel and replace unstable wood dam with rock weir, near 7450 block 92nd Ave SE.

Project Justification

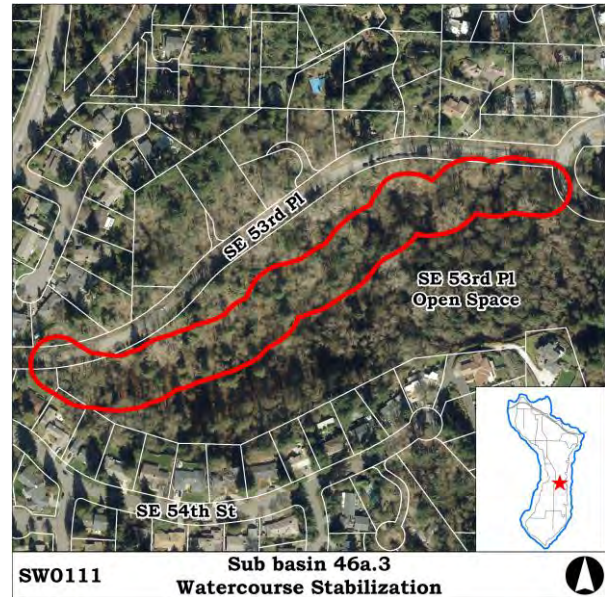
At culvert outlet under 92nd Avenue SE, a very steep watercourse has eroded a secondary 30 linear feet (LF) channel around a tree into the north bank. Risks are bank stabilities, increase sediment source and habitat destruction. Project design to begin in 2023, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2024.

Expenditures	2021	2022	2023	2024	2025	2026
SW0110	\$0	\$0	\$16,157	\$40,000	\$0	\$0

Capital Improvement Program

Sub basin 46a.3 Watercourse Stabilization

Project ID
 SW0111
Program Plan
 CRP
Target Completion Date
 2024
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Complete 475 linear feet channel restoration south of SE 53rd Pl, between Island Crest Way and West Mercer Way. Work includes stabilization through clearing and grading of the channel bed with a streambed gravel mix, riparian planting along the banks, and installation of logs and rootwads.

Project Justification

Watercourse extends from headwaters below east of Island Crest Way downstream to East Mercer Way. Reach segments are highly erodible because they are landslide deposits, Sandy banks were observed 3' to 4' high in certain areas. North bank saw slide material and is soft, loose and wet. These banks are most likely a source of sedimentation downstream of East Mercer Way.

These conditions pose risks including banks and slope stabilities, including landslide, increase sediment source, and habitat destruction. Project design is scheduled to begin in 2023, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2024.

Expenditures	2021	2022	2023	2024	2025	2026
SW0111	\$0	\$0	\$48,657	\$371,500	\$0	\$0

Capital Improvement Program

Watercourse Stabilization - Sub basin 34.1

Project ID
 SW0112
Program Plan
 CRP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Complete 100 linear feet (LF) of channel stabilization and outfall protection near 8200 block of West Mercer Way.

Project Justification

A 4.0-foot headcut has developed downstream of second culvert in watercourse downstream of W. Mercer Way. For the next 100 feet, there is moderate lateral instability and the watercourse is within 10 feet of the foundation of a house. Bed is dense glacial deposits, but bank is unconsolidated and unarmored. Project design to begin in 2024, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2025.

Expenditures	2021	2022	2023	2024	2025	2026
SW0112	\$0	\$0	\$0	\$24,157	\$92,200	\$0

Capital Improvement Program

Watercourse Stabilization - Sub basin 45b.4

Project ID
 SW0113
Program Plan
 CRP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Connect pipe outfall with 120 feet of HDPE pipe to ravine bottom near Parkwood.

Project Justification

Drop at culvert outlet of a 12-inch CMP culvert under private drive is eroding. Erosion also occurring downstream of the outlet. Project design is scheduled to begin in 2024, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2025.

Expenditures	2021	2022	2023	2024	2025	2026
SW0113	\$0	\$0	\$0	\$28,157	\$83,600	\$0

Capital Improvement Program

Watercourse Stabilization - Sub basin 29.3

Project ID
 SW0114
Program Plan
 CRP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Stream restoration and bank stabilization at 6200 block of West Mercer Way.

Project Justification

About midway between West Mercer Way and SE 65th street, a 150-foot reach has one to two-foot drops, eroding banks and creating west bank instability. Project design to begin in 2024, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2025.

Expenditures	2021	2022	2023	2024	2025	2026
SW0114	\$0	\$0	\$0	\$45,157	\$116,500	\$0

Capital Improvement Program

Watercourse Stabilization - Sub-Basin 42.2, 42.3, 42.8, 42.8a

Project ID

SW0115

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Restore and stabilize multiple tributaries and stream within Pioneer Park.

Project Justification

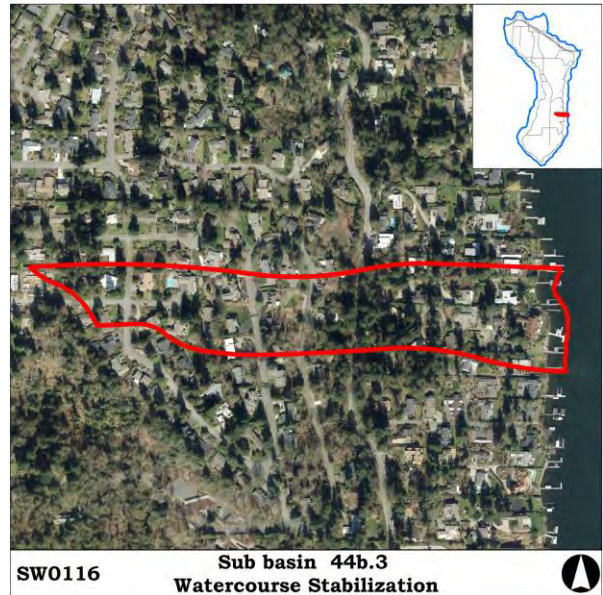
Various tributaries and channels are experiencing erosion and need bank protection and restoration. Several rock dams also need repairs. Risks that these problems pose are slope stabilities, increase sediment source and habitat destruction. Project design to begin in 2025, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2026.

Expenditures	2021	2022	2023	2024	2025	2026
SW0115	\$0	\$0	\$0	\$0	\$87,157	\$333,500

Capital Improvement Program

Watercourse Stabilization - Sub basin 44b.3

Project ID
 SW0116
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



Project Description

Restore 60 linear feet (LF) of the downstream channel of East Mercer way, south of SE 61st Place.

Project Justification

Stream is actively eroding. Headcut has formed downstream of homeowner's 24" storm pipe. Previous quarry spall and geotextile lining has failed. Risks are bank stability, increase sediment source and habitat destruction. Project design to begin in 2025, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2026.

Expenditures	2021	2022	2023	2024	2025	2026
SW0116	\$0	\$0	\$0	\$0	\$29,157	\$67,700

Capital Improvement Program

Watercourse Stabilization - Sub-Basin 32b.1 and 32.2

Project ID

SW0117

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



SW0117

Sub basin 32b.1 & 32.2
Watercourse Stabilization



Project Description

Complete 80 linear feet of boulder cascade for protection of outfall and headcut in an incised stream channel south of Meadow Lane and west of West Mercer Way.

Project Justification

Channel scouring occurred at the outfall of a 48” half-round metal pipe, created 3 to 5 feet drop. There is a 7 feet headcut downstream where the channel is highly incised with vertical, unvegetated banks. Risks are slope stabilities, increase sediment source and habitat destruction.

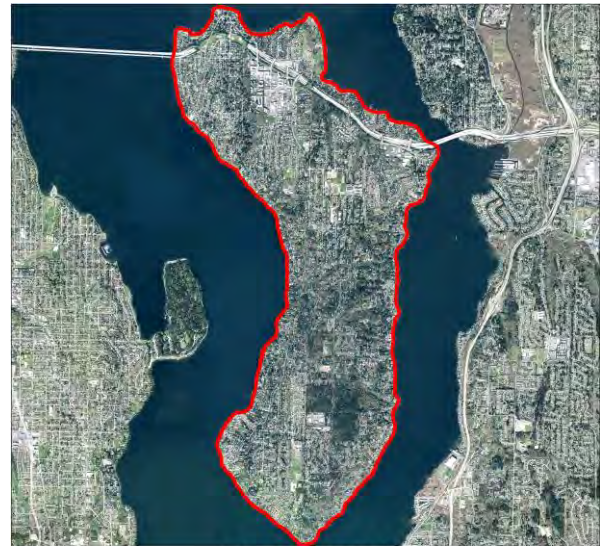
Project design to begin in 2025, permitting with state and federal agencies to follow. When permits are received, construction can take place in Summer of 2026.

Expenditures	2021	2022	2023	2024	2025	2026
SW0117	\$0	\$0	\$0	\$0	\$48,157	\$150,000

Capital Improvement Program

Watercourse Minor Repairs and Maintenance

Project ID
 SW0118
Program Plan
 CRP
Target Completion Date
 2025
2021 Labor Hour Estimate
 0
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$0
Department
 Public Works



SW0118 **Watercourse Minor Repairs/Maintenance** 

Project Description

Re-establish riparian corridors and make adjustment to logs and grade control structures in watercourses that had received stabilization work in prior years.

Project Justification

Some stream banks become overgrown with invasive plants. Re-establish riparian buffer to prevent pollutants entering stream from runoff, controls erosion, and provides habitat and nutrient input into the stream. Stream flows often displace logs and grade control structures that were installed in the past, therefore some manual adjustments are needed after years of use.

Expenditures	2021	2022	2023	2024	2025	2026
SW0118	\$0	\$0	\$0	\$0	\$100,000	\$0

Conveyance System Assessments

Project ID
 SW0119
Program Plan
 CRP
Target Completion Date
 2026
2021 Labor Hour Estimate
 324
2022 Labor Hour Estimate
 8
2021-2022 Project Budget
 \$162,000
Department
 Public Works



Project Description

As a pilot project in 2021, assess selected basins by using conventional stormwater management modeling to help assess runoff quantity and quality from the drainage systems, and take hydrologic and hydraulic factors into account when proposing project solutions. Basin 10 and 32b are prime candidates for this project since they are the largest basins on the island. If successful, the assessment work could reoccur every other year when assessing other basins.

Project Justification

The result will allow the City to utilize a standardized prioritization method when problems are identified, projects can be ranked in a logical and consistent manner. Produce planning-level project solutions and cost estimates.

Expenditures	2021	2022	2023	2024	2025	2026
SW0119	\$112,000	\$50,000	\$112,000	\$50,000	\$112,000	\$50,000

Capital Improvement Program

East & West Mercer Way Trenchless Culvert Replacements

Project ID

SW0120

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

540

2022 Labor Hour Estimate

740

2021-2022 Project Budget

\$616,157

Department

Public Works



Project Description

Replace eight arterial stormwater culvert crossings using trenchless methods such as slip-lining or pipe bursting.

Project Justification

Stormwater culvert integrity defects including separated joints, cracks and root intrusion were identified by City Staff utilizing CCTV inspections at 5615 EMW, 6000 EMW, 6230 EMW, 6421 EMW, 7008 EMW, 7444 EMW, 7928 EMW and 3535 WMW.

A culvert pipe failure at any of the identified locations would pose a structural risk to the main arterial roadway. Project entails nearly 540 linear feet of replacement pipe using trenchless replacement methods to minimize excavation impacts while preserving stormwater conveyance and roadway integrity. Permit and design in 2021, construction in 2022.

Expenditures	2021	2022	2023	2024	2025	2026
SW0120	\$112,657	\$503,500	\$0	\$0	\$0	\$0

Capital Improvement Program

Conveyance System Improvement - drainage repair, extension, and replacement

Project ID

SW0121

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



**SW0121 Conveyance system Improvement -
Drainage repair, extension, replacement**



Project Description

Futures projects to be determined according to findings and recommendation per the 2021 Conveyance System Assessment Project.

Project Justification

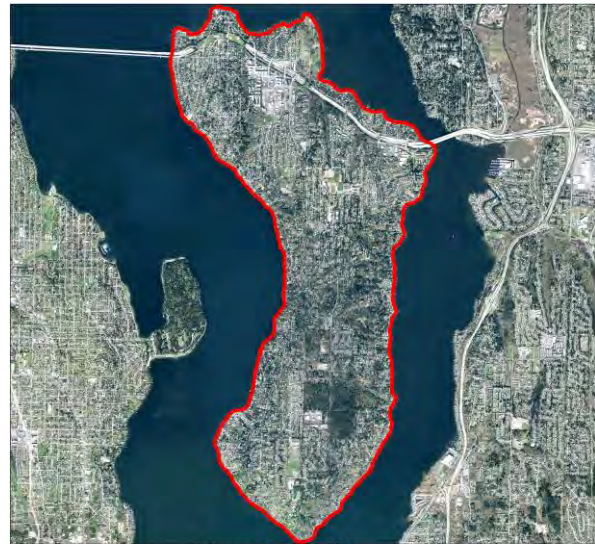
For 2023 to 2026, futures projects to be determined according to findings and recommendation per the 2021 Conveyance System Assessment Project.

Expenditures	2021	2022	2023	2024	2025	2026
SW0121	\$0	\$0	\$300,000	\$300,000	\$300,000	\$300,000

Capital Improvement Program

Emergency Stormwater Conveyance Repairs

Project ID
 SW0126
Program Plan
 CRP
Target Completion Date
 Q4 2022
2021 Labor Hour Estimate
 62
2022 Labor Hour Estimate
 158
2021-2022 Project Budget
 \$0
Department
 Public Works



SW0126 Emergency Stormwater conveyance repairs

Project Description

Repair Stormwater conveyance system components in the event required emergency repairs emerge due to severe weather or material failure.

Project Justification

Emergency Stormwater conveyance repairs are routinely required due to variable severe weather events, land movement or material failure.

Expenditures	2021	2022	2023	2024	2025	2026
SW0126	\$50,000	\$50,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Emergency Water System Repairs

Project ID
WU0100

Program Plan
CRP

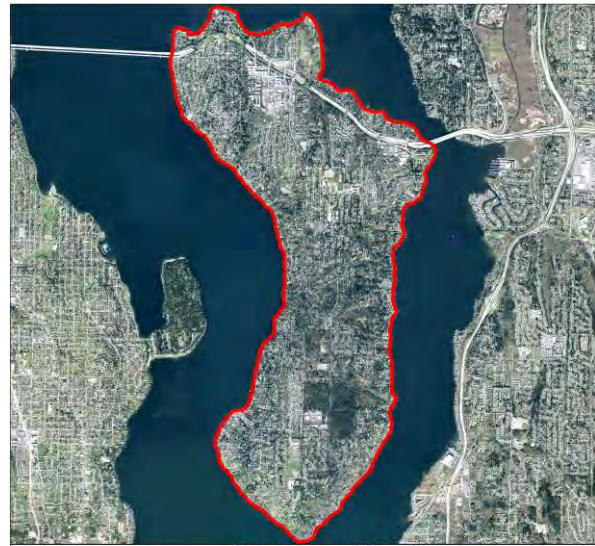
Target Completion Date
ONGOING


2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$300,000

Department
Public Works



WU0100 **Emergency Water System Repairs** 

Project Description

Annual program to repair or replace water distribution system infrastructure on an emergency basis.

Project Justification

Due to an aging distribution system and degradation of existing infrastructure, the City has seen an increase of pipe failures and watermain breaks. These emergencies have resulted in costly repairs and increased risk to exposure and potential system contamination. The Emergency System repairs program provides funding to address failed assets due to emergency.

Expenditures	2021	2022	2023	2024	2025	2026
WU0100	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Capital Improvement Program

Booster Chlorination Station

Project ID
WU0101

Program Plan
CRP

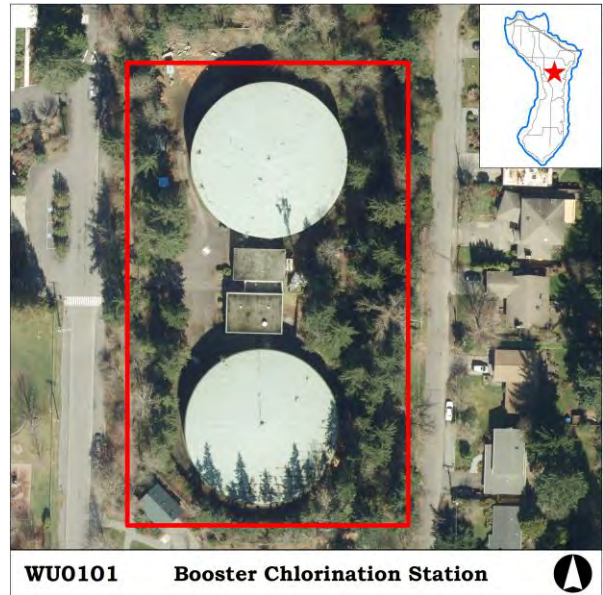
Target Completion Date
Q4 2022

2021 Labor Hour Estimate
2150

2022 Labor Hour Estimate
2200

2021-2022 Project Budget
\$3,505,000

Department
Public Works



Project Description

Final design and construction of a permanent booster disinfection system for the City's Reservoir and Main Pump Station. Project includes chlorination booster system with sodium hypochlorite generation and metering; chlorine injection and sampling; reservoir mixing system with integrated chlorine injection; piping and valving to improve hydraulic control of SPU Meter's 67 and 171; replacement of two PRV's to improve hydraulic control; and decommission extraneous piping.

Project Justification

The 2014 Boil Water Advisory long-term Action Plan identifies steps to mitigate the risk of future contamination to the City's water system. This project is an after-event action fully supported by Washington State Department of Health. Investment in the water system reduces the risk of future contamination by providing reliable and cost effective distribution of drinking water.

Expenditures	2021	2022	2023	2024	2025	2026
WU0101	\$995,000	\$2,510,000	\$0	\$0	\$0	\$0

Capital Improvement Program

SCADA System Replacement (Water)

Project ID

WU0102

Program Plan

CRP

Target Completion Date

2023

2021 Labor Hour Estimate

750

2022 Labor Hour Estimate

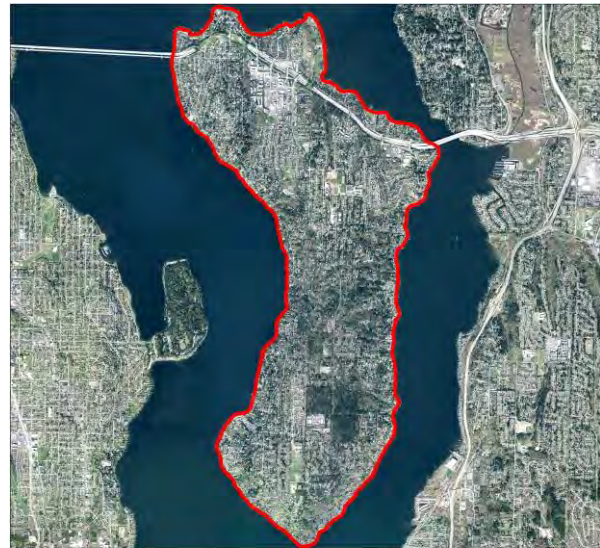
750

2021-2022 Project Budget

\$1,650,000

Department

Public Works



WU0102 SCADA System Replacement (Water) 

Project Description

Design and replace the SCADA systems (supervisory control and data acquisition) including obsolete RTU's (remote terminal units) at pump stations and the reservoir and replace the HMI (human-machine interface) at the Public Works building.

Project Justification

The City's water distribution and sewer collection system are monitored and controlled by their SCADA systems which City staff rely 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 and guides replacement of this system.

Expenditures	2021	2022	2023	2024	2025	2026
WU0102	\$675,000	\$975,000	\$1,275,000	\$0	\$0	\$0

Capital Improvement Program

Water Reservoir Improvements

Project ID
WU0103

Program Plan
CRP

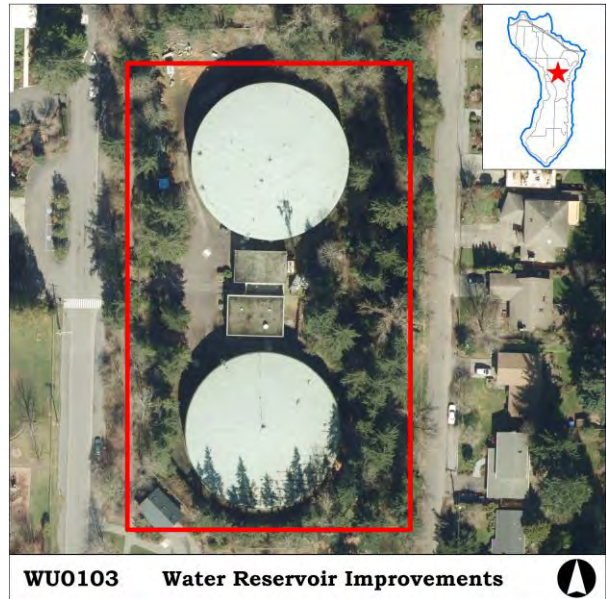
Target Completion Date
2023

2021 Labor Hour Estimate
150

2022 Labor Hour Estimate
375

2021-2022 Project Budget
\$2,110,000

Department
Public Works



Project Description

Examine and identify components that require replacement or improvements for both water tanks. These components include structure supports, hatches, ladders, and ladder cages. Engineering design is planned for year 2021. Second, the projects will relaminate interior linings and complete exterior painting of water reservoir tanks at the water reservoir.

Project Justification

- 1) Many water tank components have aged or deteriorated since the seismic upgrade of both tanks in 1999/2000.
- 2) The interior lining and exterior paint of both reservoir tanks is failing. Both tanks had the interiors epoxy coated and the exteriors painted in 1999 with an estimated useful life of 20 years. The two 4 million-gallon welded steel storage tanks must be maintained to provide reliable storage and cost effective water delivery to customers.

Expenditures	2021	2022	2023	2024	2025	2026
WU0103	\$375,000	\$1,735,000	\$1,715,000	\$0	\$0	\$0

Capital Improvement Program

Water System Construction Improvements - 82 Ave and Forest Ave, West of West Mercer Way

Project ID

WU0104

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

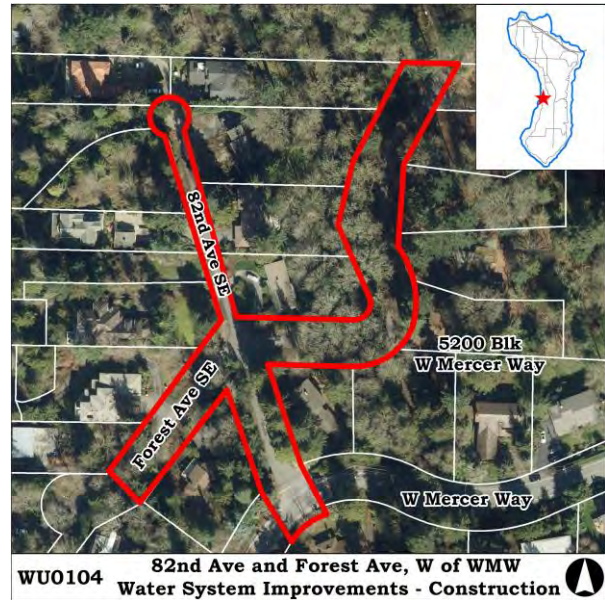
0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Replace 1,330 linear feet (LF) 4-inch and 6-inch cast iron (CI) water main, and 1 PRV station. The aging water mains will be replaced with ductile iron (DI) water mains. Fire hydrants, water services, and other water system components will be replaced as well. Sites located at 82nd Ave SE and Forest Ave SE (5200 block of 82nd Ave and north of 5252 W Mercer Way).

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The existing CI water mains are aging and have had several breakages in the past. The pressure reducing valve (PRV) station also needs upgrade/replacement.

Expenditures	2021	2022	2023	2024	2025	2026
WU0104	\$0	\$0	\$145,000	\$810,000	\$0	\$0

Capital Improvement Program

Water System Design Improvements - 74 Ave, SE 29 St, and 73 Ave

Project ID

WU0105

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Replace 2,220 linear feet (LF) of 4-inch & 6-inch cast iron (CI) water main. Replace the aging CI water mains with ductile iron (DI) water mains, and replace associated water system components. Site locations are: 1) 74th Ave SE, btw SE 24th & SE 27th St, 2) SE 29th St, btw 74th Ave & 76th Ave SE, & 3) 73rd Ave SE from SE 27th north to dead-end street.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The CI water mains are aging and have experienced breaks in the past.

Expenditures	2021	2022	2023	2024	2025	2026
WU0105	\$0	\$0	\$0	\$0	\$0	\$188,000

Capital Improvement Program

Madrona Crest East Addition Water System Improvements

Project ID

WU0106

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

500

2022 Labor Hour Estimate

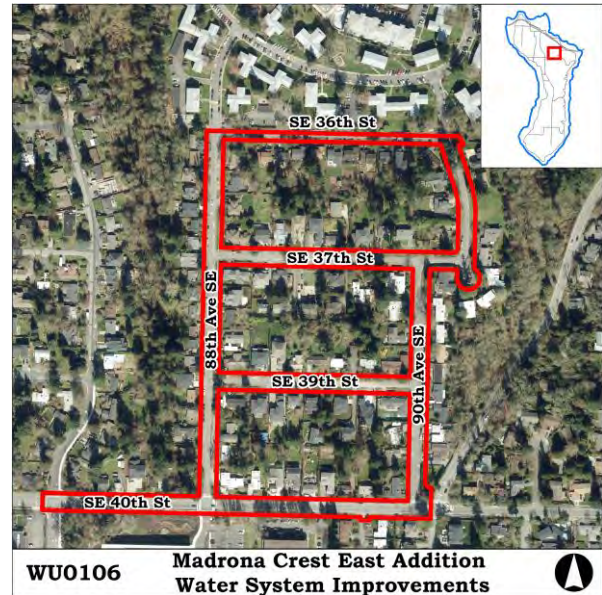
800

2021-2022 Project Budget

\$2,798,000

Department

Public Works



Project Description

Replace 4,455 linear feet (LF) of 4-inch and 6-inch cast iron (CI) water mains and abandon 6-inch asbestos cement (AC) main. Fire hydrants, water services, and other system components will be replaced as well. Sites located south of Shorewood Apartments/SE 37th St, SE 39th St between 88th and 90th Ave SE, 88th and 90th Ave SE between SE 36th St and SE 40th St, and SE 40th from 88th Ave SE to 90th Ave SE.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The CI water mains are extremely corroded and restrict the flow for domestic water supply and fire flow. The AC main is aging and will be taken out of service.

Expenditures	2021	2022	2023	2024	2025	2026
WU0106	\$350,000	\$2,448,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Town Center Water System Improvements - 77 & 78 Ave SE (SE 27 - SE 29 St)

Project ID
WU0107

Program Plan
CRP

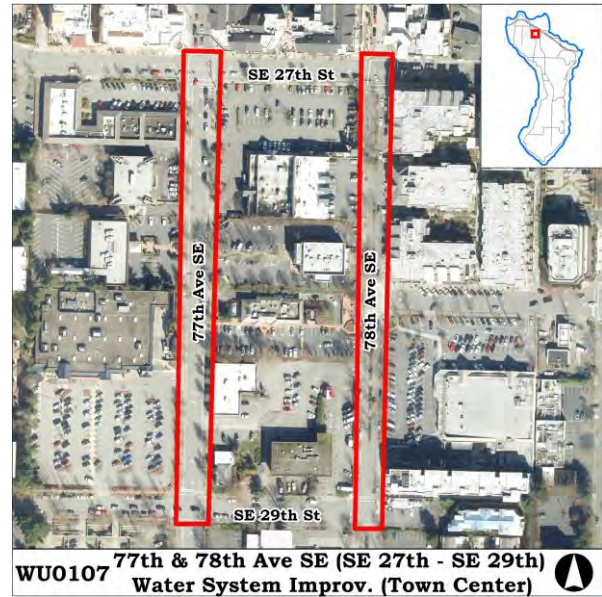
Target Completion Date
2025

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$0

Department
Public Works



Project Description

Replacement of 1,760 linear feet of 6-inch and 8-inch cast iron (CI) water mains. Replace the aging CI water mains with ductile iron (DI) water mains. Fire hydrants, valves, and water services will be replaced as well. Sites located at 77th Ave SE & 78th Ave SE/from SE 27th St to SE 29th St.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood.

Expenditures	2021	2022	2023	2024	2025	2026
WU0107	\$0	\$0	\$0	\$204,000	\$950,000	\$0

Capital Improvement Program

Water System Improvements - Avalon Drive and Benotho Place Neighborhoods

Project ID

WU0108

Program Plan

CRP

Target Completion Date

2026

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Replacement of 3,290 linear feet of 4-inch and 6-inch cast iron (CI) water mains with ductile iron (DI) water mains. Fire hydrants, valves, and water services will be replaced as well. Sites located at Avalon Drive, Avalon Place, SE 87th and Benotho Place.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The CI water mains are aging and have experienced a number of breaks in the past.

Expenditures	2021	2022	2023	2024	2025	2026
WU0108	\$0	\$0	\$0	\$0	\$279,000	\$1,775,000

Capital Improvement Program

Water System Improvements - 60 Ave SE, between SE 27, SE 32, and 62 Ave

Project ID
WU0109

Program Plan
CRP

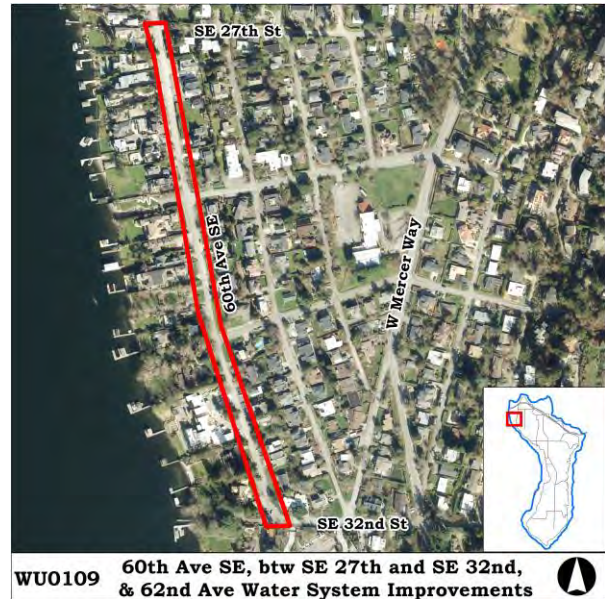
Target Completion Date
2023

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
400

2021-2022 Project Budget
\$229,000

Department
Public Works



Project Description

Replacement of 2,700 linear feet (LF) of 6-inch cast iron (CI) water mains with ductile iron (DI) water mains. Fire hydrants, water services, and other system components will be replaced as well. Sites located at First Hill/60th Ave SE between SE 27th and SE 32nd St, and 62nd Ave SE between SE 24th and SE 27th St.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The water mains are aging, undersized, and have experienced breakage in the past. The water quality related index also contributes to a higher priority replacement of this water main.

Expenditures	2021	2022	2023	2024	2025	2026
WU0109	\$0	\$229,000	\$1,456,000	\$0	\$0	\$0

Capital Improvement Program

Water System Construction Improvements - 82 Ave SE, N of SE 24th St

Project ID
WU0110

Program Plan
CRP

Target Completion Date
Q4 2021

2021 Labor Hour Estimate
600

2022 Labor Hour Estimate
0

2021-2022 Project Budget
\$1,087,000

Department
Public Works



Project Description

Replacement of 1,940 linear feet (LF) of 6-inch cast iron (CI) water mains with ductile iron (DI) main. Fire Hydrants, water services, and other system components will be upgraded as well. Sites located at North end of Island/82nd Ave SE-north of SE 24th St and 81st Ave SE - south of SE 24th St.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The existing CI main is aging and has a history of malfunctions. Water quality related index also contributes to the higher priority of this water main replacement.

Expenditures	2021	2022	2023	2024	2025	2026
WU0110	\$1,087,000	\$0	\$0	\$0	\$0	\$0

Capital Improvement Program

Hydrant Replacement Contract Work

Project ID
WU0111

Program Plan
CRP

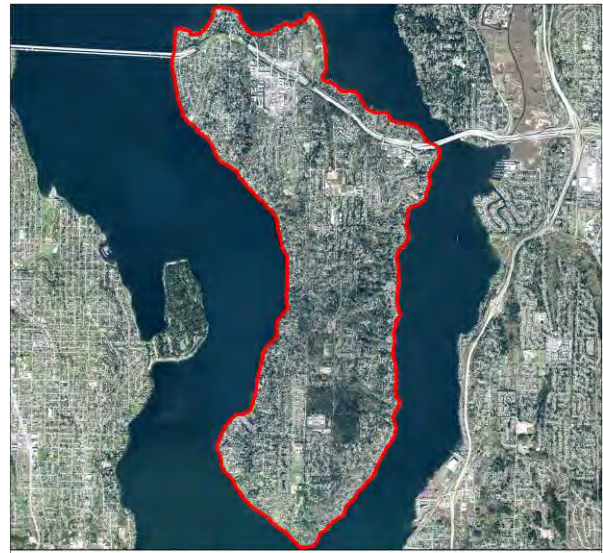
Target Completion Date
Q4 2022

2021 Labor Hour Estimate
0

2022 Labor Hour Estimate
150

2021-2022 Project Budget
\$0

Department
Public Works



WU0111 Hydrant Replacement (contract work) 

Project Description

Small public works contracts to replace 2-port hydrants. Replace aging and undersized fire hydrants in various locations throughout the Island with this biennial program. Out of the 1,200 fire hydrants the City currently owns (additional hydrants are owned by other entities including schools, WSDOT, and private property owners), 208 are 2-port hydrants.

Project Justification

A systematic replacement program is necessary to ensure all fire hydrants are functioning properly and effectively. Undersized and/or aging hydrants are in need of replacement. New hydrants will conform to Mercer Island's Engineering Standard Specifications.

Expenditures	2021	2022	2023	2024	2025	2026
WU0111	\$0	\$0	\$250,000	\$0	\$250,000	\$0

Capital Improvement Program

Water System Components Replacements

Project ID

WU0112

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

40

2022 Labor Hour Estimate

40

2021-2022 Project Budget

\$70,000

Department

Public Works



Project Description

Replace components of the water system including in-line valves, pressure reducing valves, air-vacuum release valves, and blow-offs as needed on an annual basis.

Project Justification

A systematic, annual improvement program is necessary to ensure all components of the water system are in reliable condition, functioning properly and effectively.

Expenditures	2021	2022	2023	2024	2025	2026
WU0112	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000

Capital Improvement Program

Abandon 1955 12" Cast Iron water main (reservoir to First Hill)

Project ID

WU0114

Program Plan

CRP

Target Completion Date

Q4 2021

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Abandon 12-inch cast iron (CI) water main, originally installed in 1955, between water reservoir and First Hill. Install water main connections where needed and transfer water services and fire hydrants to an existing parallel water main.

Project Justification

An effective and reliable water distribution system is necessary for cost-effective operations and maintenance.

Expenditures	2021	2022	2023	2024	2025	2026
WU0114	\$0	\$0	\$320,000	\$0	\$0	\$0

Water Model Updates/Fire Flow Analysis

Project ID

WU0115

Program Plan

CRP

Target Completion Date

ONGOING

2021 Labor Hour Estimate

40

2022 Labor Hour Estimate

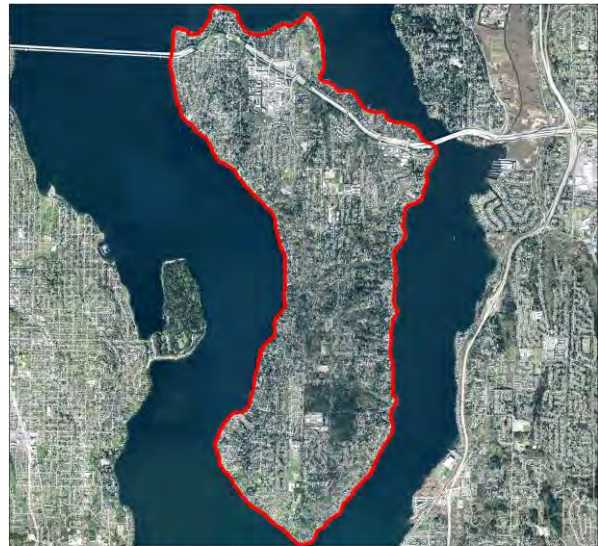
75

2021-2022 Project Budget

\$65,000

Department

Public Works



WU0115 Water Model Updates/Fire Flow Analysis 

Project Description

Update the hydraulic model of the water system every two years to incorporate improvements and changes to the water system through the completion of capital improvement projects, private development, and maintenance activities. In addition to the hydraulic modeling and fire flow analysis for system-wide planning, new modeling tasks will be performed to identify water system operations strategies.

Project Justification

Maintaining current information in the water model is essential for planning water system improvements and fire flow analysis. Public water system improvements and private development both rely on up to date model data to provide design criteria for construction. The water model becomes out of date as improvements and changes are made to the water system.

Simulating system operating conditions in extended period of time can also provide 'tools' for system operators to strategize and maximize the efficiency of system performance.

Expenditures	2021	2022	2023	2024	2025	2026
WU0115	\$15,000	\$50,000	\$15,000	\$50,000	\$15,000	\$50,000

Capital Improvement Program

RRA, ERP Updates, and Water System Plan Updates

Project ID
WU0116

Program Plan
CRP

Target Completion Date
Q4 2022

2021 Labor Hour Estimate
220

2022 Labor Hour Estimate
150

2021-2022 Project Budget
\$300,000

Department
Public Works



Project Description

Risk & Resilience Assessment (RRA) and Emergency Response Plan (ERP) Updates in 2021. Tasks involve evaluation of the water system’s assets, operations and maintenance activities, and potential threats to update the 2004 ERP to meet current needs.

Water System Plan (WSP) Updates in 2021 and 2022. Tasks include re-examining policies, criteria, system operations and capacities, water use data, and projected future water demand to update the 2015 WSP. The ERP is an important key component in WSP.

Project Justification

America's Water Infrastructure Act of 2018 (AWIA) became law in October 2018. It expands the 2002 Bioterrorism Act which main focus was malevolent acts of terrorism or intentional threats. The 'original' 2004 ERP was developed in compliance of the 2002 Bioterrorism Act. Under the new AWIA, water utilities are required to conduct RRAs and to update ERPs to include all-hazards approach such as cyber and natural hazards as well as malevolent threats. As part of the risk assessment, all existing pressure reducing valves (PRVs) will be evaluated/assessed for potential future system wide safety upgrade.

Update the Water System Plan every 6 years as required by WAC-246-490. The upcoming update is scheduled to begin in 2021. The 2015 Water System Plan was approved by the Washington State Department of Health (DOH) in July 2016 and adopted by City Council in October of 2016.

Expenditures	2021	2022	2023	2024	2025	2026
WU0116	\$200,000	\$100,000	\$0	\$0	\$0	\$0

Meter Replacement Implementation

Project ID

WU0117

Program Plan

CRP

Target Completion Date

Q4 2022

2021 Labor Hour Estimate

475

2022 Labor Hour Estimate

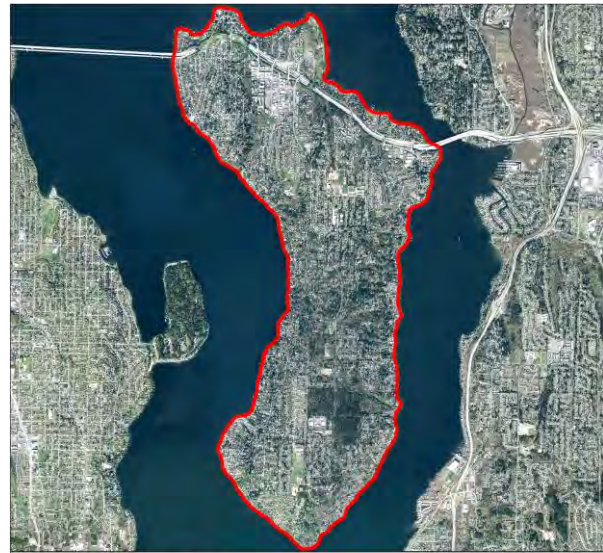
350

2021-2022 Project Budget

\$4,100,000

Department

Public Works



WU0117 Meter Replacement Implementation



Project Description

To carry out the Island-wide meter replacement program with selected meter type/style and technology that best support the City's goal of reducing water losses and effectively managing its water resources. The plan also involves the integration of the Advanced Metering Infrastructure (AMI) technologies with City's proposed SCADA system in support of future system analysis and operations.

Project Justification

Water meter accuracy is the greatest at the beginning of its life and degrades with age and use. The water system currently has a wide array of water meter manufactures, type, and reading technologies of varying age. A large number of the existing meters serving 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.

Expenditures	2021	2022	2023	2024	2025	2026
WU0117	\$2,050,000	\$2,050,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Reservoir Generator Replacement

Project ID

WU0119

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

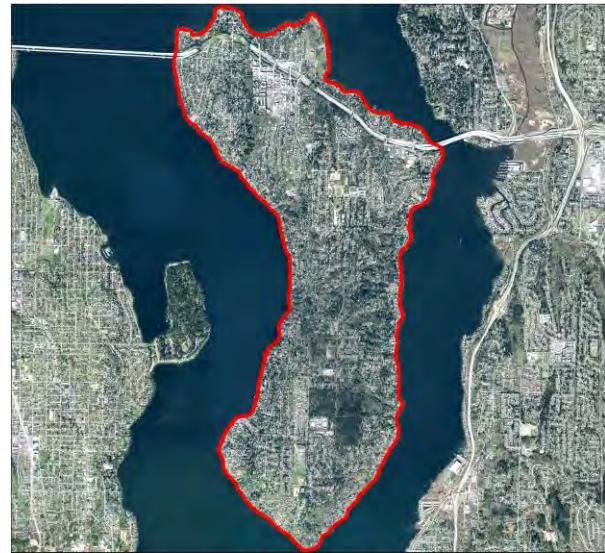
0

2021-2022 Project Budget

\$0

Department

Public Works



WU0119 Reservoir Generator Replacement



Project Description

Replace generator which serves as back up power source for reservoir booster pump station, emergency well at Rotary Park and booster chlorination station. This project relocates the generator outside the pump station building in a self-contained enclosure that will ultimately provide more efficient operations and reduce noise output when the system is running.

Project Justification

Seventy-five percent of the water system relies on water being pumped to provide water system pressure. In the event of a power outage, the pumps are provided enough power to sustain system pressure by an emergency back-up power generator. The existing generator is approaching the end of its useful life and availability of spare parts is limited.

Expenditures	2021	2022	2023	2024	2025	2026
WU0119	\$240,000	\$120,000	\$0	\$0	\$0	\$0

Capital Improvement Program

Mercerwood - 94th Ave SE and Crestwood Pl Water System Improvements

Project ID

WU0120

Program Plan

CRP

Target Completion Date

2024

2021 Labor Hour Estimate

0

2022 Labor Hour Estimate

0

2021-2022 Project Budget

\$0

Department

Public Works



Project Description

Replacement of 2,700 linear feet (LF) of 4-inch and 6-inch AC watermains. The aging AC water mains will be replaced with ductile iron(DI) water mains. Fire hydrants, water services, and other water system components will be replaced as well. Sites located at 94th Ave SE, Crestwood Pl, and SE 43rd Street.

Project Justification

Improving the water system is necessary to ensure cost-effective distribution of safe drinking water and adequate fire protection for the neighborhood. The existing AC water mains are aging and have experienced breaks in the past.

Expenditures	2021	2022	2023	2024	2025	2026
WU0120	\$0	\$0	\$229,000	\$1,456,000	\$0	\$0

Capital Improvement Program

Solutions for Water System Deficiencies - Consultant Services

Project ID
 WU0124
Program Plan
 CRP
Target Completion Date
 Q4 2021
2021 Labor Hour Estimate
 75
2022 Labor Hour Estimate
 0
2021-2022 Project Budget
 \$120,000
Department
 Public Works



Project Description

Some of the system deficiencies identified in water modeling results involve more than water main related issues. This project is to utilize engineering consulting services to explore the causes of these deficiencies and to provide solutions for improvements.

The goal is to complete a pre-design plan, with options to solve the deficiencies. The plan will be ready for operation strategy changes immediately, for engineering design and construction for system improvements in the next biennium budgeting years, or a combination of both.

Project Justification

To address the concern identified in Department of Health's 2019 Sanitary Survey report regarding lower than acceptable pressure during fire flow in a couple of areas, the focus of this project is to mitigate the potential health hazards by finding the best solutions to provide adequate water pressures in these challenging areas.

Expenditures	2021	2022	2023	2024	2025	2026
WU0124	\$120,000	\$0	\$0	\$0	\$0	\$0

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
PROJECTS PROPOSED IN 2021-2022						
GB0100-CITY HALL BUILDING REPAIRS	207	400	548	466	302	234
343-CAPITAL IMPROVEMENT FUND	207	400	548	466	302	234
GB0101-PUBLIC WORKS BUILDING REPAIRS	261	65	83	108	67	71
343-CAPITAL IMPROVEMENT FUND	65	16	21	27	17	18
402-WATER FUND	79	20	25	32	20	21
426-SEWER FUND	79	20	25	32	20	21
432-STORM & SURFACE WATER FUND	39	10	12	16	10	11
GB0102-MICEC BUILDING REPAIRS	263	113	327	199	151	148
343-CAPITAL IMPROVEMENT FUND	263	113	327	199	151	148
GB0103-FS91 AND FS92 BUILDING REPAIRS	105	124	130	125	128	380
343-CAPITAL IMPROVEMENT FUND	105	124	130	125	128	380
GB0104-LUTHER BURBANK ADMINISTRATION REPAIRS	131	64	125	72	74	54
343-CAPITAL IMPROVEMENT FUND	131	64	125	72	74	54
GB0105-THRIFT SHOP BUILDING REPAIRS	43	24	133	67	41	44
343-CAPITAL IMPROVEMENT FUND	43	24	133	67	41	44
GB0107-HONEYWELL SITE REMEDIATION	200	150	0	0	0	0
001-GENERAL FUND	174	131	0	0	0	0
402-WATER FUND	12	9	0	0	0	0
426-SEWER FUND	6	5	0	0	0	0
432-STORM & SURFACE WATER FUND	8	6	0	0	0	0
GB0108-FS91 SITE CHARACTERIZATION & FUEL TANK EVALUATION	100	0	0	0	0	0
001-GENERAL FUND	74	0	0	0	0	0
402-WATER FUND	12	0	0	0	0	0
426-SEWER FUND	6	0	0	0	0	0
432-STORM & SURFACE WATER FUND	8	0	0	0	0	0
GE0101-TRAINING TOOLS AND EQUIPMENT	39	41	0	0	0	0
345-TECHNOLOGY & EQUIPMENT FUND	39	41	0	0	0	0
GE0107-FLEET REPLACEMENTS	906	733	531	607	794	944
503-EQUIPMENT RENTAL FUND	906	733	531	607	794	944
GT0101-CITY INFORMATION VIA WEB BASED GIS	39	0	0	0	40	0
345-TECHNOLOGY & EQUIPMENT FUND	39	0	0	0	40	0
GT0102-ARCGIS ENTERPRISE DEPLOYMENT WITH GEOEVENT SERVER	34	0	0	0	0	0
345-TECHNOLOGY & EQUIPMENT FUND	34	0	0	0	0	0
GT0104-MOBILE ASSET DATA COLLECTION	0	78	0	0	78	0
104-STREET FUND	0	78	0	0	78	0
GT0106-ENTERPRISE RESOURCE PLANNING SYSTEM SCOPING	75	0	0	0	0	0
345-TECHNOLOGY & EQUIPMENT FUND	75	0	0	0	0	0
GT0107-PUBLIC SAFETY DISTRIBUTED ANTENNA SYSTEM - CITY HALL REPLACEMENT	80	0	0	0	0	0
503-EQUIPMENT RENTAL FUND	80	0	0	0	0	0
GT0108-TECHNOLOGY EQUIPMENT REPLACEMENT	113	200	123	199	150	200
520-COMPUTER REPLACEMENT FUND	113	200	123	199	150	200
GT0109-FIBER CONDUIT INSTALLATION	75	75	90	90	0	0
343-CAPITAL IMPROVEMENT FUND	75	75	90	90	0	0

Capital Improvement Program

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
GT0110-PERMITTING SYSTEM UPGRADE/REPLACEMENT	0	95	40	0	0	0
345-TECHNOLOGY & EQUIPMENT FUND	0	95	40	0	0	0
PA0100-OPEN SPACE MANAGEMENT	338	338	338	338	338	338
343-CAPITAL IMPROVEMENT FUND	338	338	338	338	338	338
PA0101-RECURRING PARKS MINOR CAPITAL	140	140	140	140	140	140
343-CAPITAL IMPROVEMENT FUND	140	140	140	140	140	140
PA0103-TRAIL RENOVATION AND PROPERTY MANAGEMENT	59	61	63	65	68	70
343-CAPITAL IMPROVEMENT FUND	59	61	63	65	68	70
PA0109-AUBREY DAVIS PARK TRAIL SAFETY IMPROVEMENTS	200	315	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	200	315	0	0	0	0
PA0111-AUBREY DAVIS PARK VEGETATION MANAGEMENT	37	65	115	115	115	115
343-CAPITAL IMPROVEMENT FUND	37	65	115	115	115	115
PA0117-ISLAND CREST PARK NORTH INFIELD AND MINOR IMPROVEMENTS	0	381	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	0	381	0	0	0	0
PA0118-LINCOLN LANDING WATERCOURSE RENOVATION	300	301	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	300	301	0	0	0	0
PA0122-LUTHER BURBANK DOCK REPAIR AND RECONFIGURATION	171	48	442	2,975	0	0
343-CAPITAL IMPROVEMENT FUND	171	48	442	2,975	0	0
PA0123-LUTHER BURBANK MINOR CAPITAL LEVY	95	104	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	95	104	0	0	0	0
PA0124-LUTHER BURBANK BOILER BUILDING ROOF AND SEISMIC RETROFIT	0	365	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	0	365	0	0	0	0
PA0125-MERCERDALE PLAYGROUND REPLACEMENT	490	0	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	490	0	0	0	0	0
PA0129-PIONEER PARK/ENGSTROM OS FOREST MANAGEMENT	191	191	191	191	191	191
343-CAPITAL IMPROVEMENT FUND	191	191	191	191	191	191
PA0133-MICEC TECHNOLOGY AND EQUIPMENT REPLACEMENT	21	21	61	61	61	61
345-TECHNOLOGY & EQUIPMENT FUND	21	21	61	61	61	61
PA0135-TOWN CENTER MICRO PRECINCT PLACEHOLDER	50	0	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	50	0	0	0	0	0
PA0136-LUTHER BURBANK SOUTH SHORELINE RESTORATION	47	660	0	0	0	0
343-CAPITAL IMPROVEMENT FUND	47	660	0	0	0	0
SP0100-RESIDENTIAL STREET RESURFACING	900	900	900	900	900	900
104-STREET FUND	670	670	670	670	670	670
402-WATER FUND	105	105	105	105	105	105
426-SEWER FUND	15	15	15	15	15	15
432-STORM & SURFACE WATER FUND	110	110	110	110	110	110
SP0101-ARTERIAL PRESERVATION PROGRAM	75	75	75	75	75	75
104-STREET FUND	65	65	65	65	65	65
402-WATER FUND	2	2	2	2	2	2
426-SEWER FUND	5	5	5	5	5	5
432-STORM & SURFACE WATER FUND	3	3	3	3	3	3
SP0102-EAST MERCER WAY OVERLAY (SE 53RD PLACE TO SE 68TH STREET)	1,185	0	0	0	0	0
104-STREET FUND	880	0	0	0	0	0
402-WATER FUND	175	0	0	0	0	0
426-SEWER FUND	40	0	0	0	0	0
432-STORM & SURFACE WATER FUND	90	0	0	0	0	0

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
SP0103-SE 68TH STREET AND SE 70TH PLACE OVERLAY (ICW TO EMW)	0	680	0	0	0	0
104-STREET FUND	0	525	0	0	0	0
402-WATER FUND	0	50	0	0	0	0
426-SEWER FUND	0	5	0	0	0	0
432-STORM & SURFACE WATER FUND	0	100	0	0	0	0
SP0114-ROADSIDE SHLDR IMPROVEMENTS - WMW PHASE 3 (SE 70 TO SE 65)	0	485	0	0	0	0
104-STREET FUND	0	233	0	0	0	0
402-WATER FUND	0	75	0	0	0	0
426-SEWER FUND	0	2	0	0	0	0
432-STORM & SURFACE WATER FUND	0	175	0	0	0	0
SP0118-ADA COMPLIANCE PLAN IMPLEMENTATION	0	100	0	100	0	100
104-STREET FUND	0	100	0	100	0	100
SP0119-N-S BIKE ROUTE COMPLETION ICW (90TH AVE SE - SE 63RD ST)	0	50	50	200	0	0
104-STREET FUND	0	50	50	200	0	0
SP0120-SUNSET HWY/77TH AVE SE IMPROVEMENTS	100	600	0	0	0	0
104-STREET FUND	100	600	0	0	0	0
SP0121-MID-BLOCK CROSSWALK 76TH AVE SE B/T SE 24TH AND SE 27TH	65	204	0	0	0	0
104-STREET FUND	50	204	0	0	0	0
402-WATER FUND	12	0	0	0	0	0
432-STORM & SURFACE WATER FUND	3	0	0	0	0	0
SP0122-MINOR CAPITAL - TRAFFIC OPERATIONS IMPROVEMENTS	100	0	100	0	100	0
104-STREET FUND	100	0	100	0	100	0
SP0125-PBF PLAN IMPLEMENTATION	50	50	50	50	50	50
104-STREET FUND	50	50	50	50	50	50
SU0100-EMERGENCY SEWER REPAIRS	300	300	300	300	300	300
426-SEWER FUND	300	300	300	300	300	300
SU0102-PUMP STATION R&R IMPROVEMENTS	200	0	750	0	750	0
426-SEWER FUND	200	0	750	0	750	0
SU0103-EASEMENT, ACCESS CODES AND STANDARDS REVIEW	150	150	0	0	0	0
426-SEWER FUND	150	150	0	0	0	0
SU0108-COMPREHENSIVE PIPELINE R&R PROGRAM	500	500	500	500	500	500
426-SEWER FUND	500	500	500	500	500	500
SU0109-SEWER SYSTEM GENERATOR REPLACEMENT	150	150	0	0	0	0
426-SEWER FUND	150	150	0	0	0	0
SU0110-PUMP STATION ACCESSIBILITY IMPROVEMENTS	100	100	0	100	0	100
426-SEWER FUND	100	100	0	100	0	100
SU0113-SCADA SYSTEM REPLACEMENT (SEWER)	675	975	1,275	0	0	0
426-SEWER FUND	675	975	1,275	0	0	0
SW0100-SUB BASIN 42.1 AND 42.1A WATERCOURSE STABILIZATION	390	0	0	0	0	0
432-STORM & SURFACE WATER FUND	390	0	0	0	0	0
SW0101-SUB BASIN 23.2 WATERCOURSE STABILIZATION	202	0	0	0	0	0
432-STORM & SURFACE WATER FUND	202	0	0	0	0	0
SW0102-SUB BASIN 45B.1 WATERCOURSE STABILIZATION	36	189	0	0	0	0
432-STORM & SURFACE WATER FUND	36	189	0	0	0	0
SW0103-SUB BASIN 27A.10 WATERCOURSE STABILIZATION	22	79	0	0	0	0
432-STORM & SURFACE WATER FUND	22	79	0	0	0	0

Capital Improvement Program

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
SW0104-SUB BASIN 22.1 WATERCOURSE STABILIZATION	0	24	139	0	0	0
432-STORM & SURFACE WATER FUND	0	24	139	0	0	0
SW0105-SUB BASIN 50B.4 (A & E) WATERCOURSE STABILIZATION	0	18	46	0	0	0
432-STORM & SURFACE WATER FUND	0	18	46	0	0	0
SW0106-SUB BASIN 25B.2 WATERCOURSE STABILIZATION	0	47	145	0	0	0
432-STORM & SURFACE WATER FUND	0	47	145	0	0	0
SW0119-CONVEYANCE SYSTEM ASSESSMENTS	112	50	112	50	112	50
432-STORM & SURFACE WATER FUND	112	50	112	50	112	50
SW0120-EAST & WEST MERCER WAY TRENCHLESS CULVERT REPLACEMENTS	113	504	0	0	0	0
432-STORM & SURFACE WATER FUND	113	504	0	0	0	0
SW0126-EMERGENCY STORMWATER CONVEYANCE REPAIRS	50	50	0	0	0	0
432-STORM & SURFACE WATER FUND	50	50	0	0	0	0
WU0100-EMERGENCY WATER SYSTEM REPAIRS	150	150	150	150	150	150
402-WATER FUND	150	150	150	150	150	150
WU0101-BOOSTER CHLORINATION STATION	995	2,510	0	0	0	0
402-WATER FUND	995	2,510	0	0	0	0
WU0102-SCADA SYSTEM REPLACEMENT (WATER)	675	975	1,275	0	0	0
402-WATER FUND	675	975	1,275	0	0	0
WU0103-WATER RESERVOIR IMPROVEMENTS	375	1,735	1,715	0	0	0
402-WATER FUND	375	1,735	1,715	0	0	0
WU0106-MADRONA CREST EAST ADDITION WATER SYSTEM IMPROVEMENTS	350	2,448	0	0	0	0
402-WATER FUND	350	2,448	0	0	0	0
WU0109-WATER SYSTEM IMPROVEMENTS - 60 AVE SE, B/T SE 27, SE 32, AND 62 AVE	0	229	1,456	0	0	0
402-WATER FUND	0	229	1,456	0	0	0
WU0110-WATER SYSTEM CONSTRUCTION IMPROV - 82 AVE SE, N OF SE 24TH ST	1,087	0	0	0	0	0
402-WATER FUND	1,087	0	0	0	0	0
WU0112-WATER SYSTEM COMPONENTS REPLACEMENTS	35	35	35	35	35	35
402-WATER FUND	35	35	35	35	35	35
WU0115-WATER MODEL UPDATES/FIRE FLOW ANALYSIS	15	50	15	50	15	50
402-WATER FUND	15	50	15	50	15	50
WU0116-RRA, ERP UPDATES, AND WATER SYSTEM PLAN UPDATES	200	100	0	0	0	0
402-WATER FUND	200	100	0	0	0	0
WU0117-METER REPLACEMENT IMPLEMENTATION	2,050	2,050	0	0	0	0
402-WATER FUND	2,050	2,050	0	0	0	0
WU0119-RESERVOIR GENERATOR REPLACEMENT	240	120	0	0	0	0
402-WATER FUND	240	120	0	0	0	0
WU0124-SOLUTIONS FOR WATER SYSTEM DEFICIENCIES - CONSULTANT SERVICES	120	0	0	0	0	0
402-WATER FUND	120	0	0	0	0	0
TOTAL (IN THOUSANDS)	\$16,576	\$21,831	\$12,569	\$8,328	\$5,725	\$5,301

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
PROJECTS NOT PROPOSED IN 2021-2022						
GE0100-FIRE APPARATUS REPLACEMENTS - AID CAR IN 2022	0	0	0	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	0
GE0102-PURCHASE AUTOMATED EXTERNAL DEFIBRILLATORS	0	0	0	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	0
GE0103-PURCHASE NEW MIDI PUMPER - 2024	0	0	0	440	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	440	0	0
GE0104-PURCHASE NEW FIRE COMMAND VEHICLE 2024	0	0	0	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	0
GE0105-REPLACE FIRE STAFF CARS - 2026	0	0	0	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	0
GE0106-PURCHASE NEW MAXI PUMPER 2024	0	0	0	800	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	800	0	0
GT0103-ARCGIS URBAN DEPLOYMENT 345-TECHNOLOGY & EQUIPMENT FUND	0	0	0	0	0	0
GT0105-HIGH ACCURACY ORTHOPHOTOS	0	0	35	0	0	35
NOT PROPOSED IN FY21-FY22	0	0	35	0	0	35
PA0104-LAKE WATER IRRIGATION DEVELOPMENT	0	0	75	20	0	0
NOT PROPOSED IN FY21-FY22	0	0	75	20	0	0
PA0105-AUBREY DAVIS PARK LID A PLAYGROUND REPLACEMENT	0	0	0	0	0	20
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	20
PA0106-AUBREY DAVIS PARK LID B PLAYGROUND REPLACEMENT	0	0	200	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	200	0	0	0
PA0107-ADP OUTDOOR SCULPTURE GALLERY IMPROVEMENTS	0	0	28	60	168	0
NOT PROPOSED IN FY21-FY22	0	0	28	60	168	0
PA0108-AUBREY DAVIS PARK LUTHER LID CONNECTOR TRAIL	0	0	52	240	0	0
NOT PROPOSED IN FY21-FY22	0	0	52	240	0	0
PA0110-AUBREY DAVIS PARK LID A BACKSTOP LIFECYCLE REPLACEMENT	0	0	0	0	100	770
NOT PROPOSED IN FY21-FY22	0	0	0	0	100	770
PA0112-CLARKE BEACH SHORELINE REPAIR/RESTORATION	0	0	85	25	0	1,000
NOT PROPOSED IN FY21-FY22	0	0	85	25	0	1,000
PA0113-CLARKE BEACH RESTROOM FIXTURE REPLACEMENT	0	0	53	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	53	0	0	0
PA0114-GROVELAND BEACH BULKHEAD REPLACEMENT AND BEACH UPGRADE	0	0	0	100	20	2,000
NOT PROPOSED IN FY21-FY22	0	0	0	100	20	2,000
PA0115-HOLLERBACH SE 45TH TRAIL SYSTEM	0	0	85	377	0	0
NOT PROPOSED IN FY21-FY22	0	0	85	377	0	0
PA0116-ICP SOUTH FIELD LIGHTS & BACKSTOP REPLACEMENT AND UPGRADE	0	0	0	0	90	1,010
NOT PROPOSED IN FY21-FY22	0	0	0	0	90	1,010
PA0119-LUTHER BURBANK TENNIS COURT RENOVATION	0	0	85	353	0	0
NOT PROPOSED IN FY21-FY22	0	0	85	353	0	0
PA0120-LUTHER BURBANK PARK PARKING LOT LIGHTING	0	0	123	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	123	0	0	0

Capital Improvement Program

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
PA0121-LUTHER BURBANK PARK SWIM BEACH RENOVATION	0	0	0	117	30	875
NOT PROPOSED IN FY21-FY22	0	0	0	117	30	875
PA0126-MERCERDALE PARK MASTER PLAN	0	0	90	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	90	0	0	0
PA0127-MICEC ANNEX FACILITIES PLAN	0	0	0	90	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	90	0	0
PA0128-PIONEER PARK BIKE TRAIL PATH LIGHTING	0	0	100	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	100	0	0	0
PA0130-ROANOKE PLAYGROUND REPLACEMENT	0	0	28	176	0	0
NOT PROPOSED IN FY21-FY22	0	0	28	176	0	0
PA0131-SOUTH MERCER PLAYFIELDS BALLFIELD BACKSTOP UPGRADE	0	0	995	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	995	0	0	0
PA0132-UPPER LUTHER RAVINE TRAIL PHASE 2	0	0	59	150	0	0
NOT PROPOSED IN FY21-FY22	0	0	59	150	0	0
PA0134-AUBREY DAVIS PARK LID C FIELD DRAINAGE RENOVATION	0	0	0	990	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	990	0	0
SP0104-NORTH MERCER WAY OVERLAY (7500 BLOCK TO ROANOKE WAY)	0	0	557	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	557	0	0	0
SP0105-WEST MERCER WAY RESURFACING (SE 56TH TO EMW)	0	0	545	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	545	0	0	0
SP0106-GALLAGHER HILL ROAD OVERLAY (SE 36TH TO SE 40TH STREETS)	0	0	0	0	534	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	534	0
SP0107-SE 40TH STREET OVERLAY (88TH AVE SE TO GALLAGHER HILL RD)	0	0	0	200	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	200	0	0
SP0108-SE 36TH STREET OVERLAY (GALLAGHER HILL RD TO EMW)	0	0	0	0	548	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	548	0
SP0109-NORTH MERCER WAY OVERLAY (8400 BLOCK TO SE 35TH STREET)	0	0	0	0	0	776
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	776
SP0110-SE 27TH SREET OVERLAY (76TH AVE SE TO 80TH AVE SE)	0	0	0	548	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	548	0	0
SP0111-80TH AVE SE SIDEWALK IMPROVEMENTS (SE 28TH TO SE 32ND STREET)	0	0	1,080	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	1,080	0	0	0
SP0112-78TH AVE SE SIDEWALK IMPROVEMENTS (SE 32ND TO SE 34TH STREET)	0	0	712	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	712	0	0	0
SP0113-ROADSIDE SHLDR IMPROVEMENTS - EMW PHASE 11 (SE 79 ST TO AVALON DR)	0	0	0	475	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	475	0	0
SP0115-GALLAGHER HILL SIDEWALK IMPROVEMENTS (SE 36 TO SE 40 ST)	0	0	0	0	474	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	474	0
SP0116-SE 40TH STREET SIDEWALK IMPROVEMENTS (GALLAGHER HILL TO 93RD AVE)	0	0	0	920	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	920	0	0
SP0117-92ND AVE SE SIDEWALK IMPROVEMENTS (SE 40TH TO SE 41ST STREETS)	0	0	0	0	0	540
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	540
SP0123-NORTH MERCER WAY - MI P&R FRONTAGE IMPROVEMENTS	0	0	0	1,177	0	0
NOT PROPOSED IN FY21-FY22	0	0	0	1,177	0	0

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
SU0104-PUMP STATION & HGMH FLOW MONITORING	0	0	300	300	1,000	0
NOT PROPOSED IN FY21-FY22	0	0	300	300	1,000	0
SU0105-PIPE FLOW MONITORING	0	0	280	280	0	150
NOT PROPOSED IN FY21-FY22	0	0	280	280	0	150
SU0106-LAKE LINE LOCATING AND MARKING	0	0	950	1,025	925	0
NOT PROPOSED IN FY21-FY22	0	0	950	1,025	925	0
SU0107-LAKE LINE CONDITION ASSESSMENT	0	0	0	0	2,000	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	2,000	0
SU0111-COMPREHENSIVE HYDRAULIC MODEL DEVELOPMENT	0	0	0	0	0	250
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	250
SU0112-COMPREHENSIVE I/I EVALUATION	0	0	0	0	0	150
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	150
SW0107-SUB BASIN 47.4 AND SUB BASIN 10.4 WATERCOURSE STABILIZATION	0	0	56	293	0	0
NOT PROPOSED IN FY21-FY22	0	0	56	293	0	0
SW0109-SUB BASIN 24A.1 WATERCOURSE STABILIZATION	0	0	17	57	0	0
NOT PROPOSED IN FY21-FY22	0	0	17	57	0	0
SW0110-SUB BASIN 39A.2 WATERCOURSE STABILIZATION	0	0	16	40	0	0
NOT PROPOSED IN FY21-FY22	0	0	16	40	0	0
SW0111-SUB BASIN 46A.3 WATERCOURSE STABILIZATION	0	0	49	372	0	0
NOT PROPOSED IN FY21-FY22	0	0	49	372	0	0
SW0112-WATERCOURSE STABILIZATION - SUB BASIN 34.1	0	0	0	24	92	0
NOT PROPOSED IN FY21-FY22	0	0	0	24	92	0
SW0113-WATERCOURSE STABILIZATION - SUB BASIN 45B.4	0	0	0	28	84	0
NOT PROPOSED IN FY21-FY22	0	0	0	28	84	0
SW0114-WATERCOURSE STABILIZATION - SUB BASIN 29.3	0	0	0	45	117	0
NOT PROPOSED IN FY21-FY22	0	0	0	45	117	0
SW0115-WATERCOURSE STABILIZATION - SUB-BASIN 42.2, 42.3, 42.8, 42.8A	0	0	0	0	87	334
NOT PROPOSED IN FY21-FY22	0	0	0	0	87	334
SW0116-WATERCOURSE STABILIZATION - SUB BASIN 44B.3	0	0	0	0	29	68
NOT PROPOSED IN FY21-FY22	0	0	0	0	29	68
SW0117-WATERCOURSE STABILIZATION - SUB-BASIN 32B.1 AND 32.2	0	0	0	0	48	150
NOT PROPOSED IN FY21-FY22	0	0	0	0	48	150
SW0118-WATERCOURSE MINOR REPAIRS AND MAINTENANCE	0	0	0	0	100	0
NOT PROPOSED IN FY21-FY22	0	0	0	0	100	0
SW0121-CONVEYANCE SYSTEM IMPROVEMENT	0	0	300	300	300	300
NOT PROPOSED IN FY21-FY22	0	0	300	300	300	300
WU0104-CONSTRUCTION IMPROVEMENTS - 82 AVE & FOREST AVE	0	0	145	810	0	0
NOT PROPOSED IN FY21-FY22	0	0	145	810	0	0
WU0105-DESIGN IMPROVEMENTS - 74 AVE, SE 29 ST, AND 73 AVE	0	0	0	0	0	188
NOT PROPOSED IN FY21-FY22	0	0	0	0	0	188
WU0107-TOWN CENTER WATER SYSTEM IMPROVEMENTS - 77 & 78 AVE SE	0	0	0	204	950	0
NOT PROPOSED IN FY21-FY22	0	0	0	204	950	0

Capital Improvement Program

FUNDING BY CAPITAL PROJECTS 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
WU0108-WATER SYSTEM IMPROVEMENTS - AVALON DR/ BENOTHO PLACE	0	0	0	0	279	1,775
NOT PROPOSED IN FY21-FY22	0	0	0	0	279	1,775
WU0111-HYDRANT REPLACEMENT CONTRACT WORK	0	0	250	0	250	0
NOT PROPOSED IN FY21-FY22	0	0	250	0	250	0
WU0114-ABANDON 1955 12" CAST IRON WATER MAIN (RESERVOIR TO FIRST HILL)	0	0	320	0	0	0
NOT PROPOSED IN FY21-FY22	0	0	320	0	0	0
WU0120-MERCERWOOD & CRESTWOOD PL WATER SYSTEM IMPROVEMENTS	0	0	229	1,456	0	0
NOT PROPOSED IN FY21-FY22	0	0	229	1,456	0	0
SUBTOTAL (IN THOUSANDS)	\$0	\$0	\$7,898	\$12,490	\$8,225	\$10,391
TOTAL (IN THOUSANDS)	\$16,576	\$21,831	\$20,467	\$20,818	\$13,949	\$15,691

CAPITAL PROJECTS BY FUND 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
001-GENERAL FUND	\$248	\$131	\$0	\$0	\$0	\$0
GB0107-HONEYWELL SITE REMEDIATION	174	131	0	0	0	0
GB0108-FS91 SITE CHARACTERIZATION & FUEL TANK EVALUATION	74	0	0	0	0	0
104-STREET FUND	\$1,915	\$2,575	\$935	\$1,085	\$963	\$885
GT0104-MOBILE ASSET DATA COLLECTION	0	78	0	0	78	0
SP0100-RESIDENTIAL STREET RESURFACING	670	670	670	670	670	670
SP0101-ARTERIAL PRESERVATION PROGRAM	65	65	65	65	65	65
SP0102-EAST MERCER WAY OVERLAY (SE 53RD PLACE TO SE 68TH STREET)	880	0	0	0	0	0
SP0103-SE 68TH STREET AND SE 70TH PLACE OVERLAY (ICW TO EMW)	0	525	0	0	0	0
SP0114-ROADSIDE SHOULDER IMPROVEMENTS - WMW PHASE 3 (SE 70TH TO SE 65TH STREETS)	0	233	0	0	0	0
SP0118-ADA COMPLIANCE PLAN IMPLEMENTATION	0	100	0	100	0	100
SP0119-N-S BIKE ROUTE COMPLETION ICW (90TH AVE SE - SE 63RD ST)	0	50	50	200	0	0
SP0120-SUNSET HWY/77TH AVE SE IMPROVEMENTS	100	600	0	0	0	0
SP0121-MID-BLOCK CROSSWALK 76TH AVE SE BETWEEN SE 24TH AND SE 27TH	50	204	0	0	0	0
SP0122-MINOR CAPITAL - TRAFFIC OPERATIONS IMPROVEMENTS	100	0	100	0	100	0
SP0125-PBF PLAN IMPLEMENTATION	50	50	50	50	50	50
343-CAPITAL IMPROVEMENT FUND	\$3,007	\$3,785	\$2,663	\$4,870	\$1,565	\$1,733
GB0100-CITY HALL BUILDING REPAIRS	207	400	548	466	302	234
GB0101-PUBLIC WORKS BUILDING REPAIRS	65	16	21	27	17	18
GB0102-MICEC BUILDING REPAIRS	263	113	327	199	151	148
GB0103-FS91 AND FS92 BUILDING REPAIRS	105	124	130	125	128	380
GB0104-LUTHER BURBANK ADMINISTRATION REPAIRS	131	64	125	72	74	54
GB0105-THRIFT SHOP BUILDING REPAIRS	43	24	133	67	41	44
GT0109-FIBER CONDUIT INSTALLATION	75	75	90	90	0	0
PA0100-OPEN SPACE MANAGEMENT	338	338	338	338	338	338
PA0101-RECURRING PARKS MINOR CAPITAL	140	140	140	140	140	140
PA0103-TRAIL RENOVATION AND PROPERTY MANAGEMENT	59	61	63	65	68	70
PA0109-AUBREY DAVIS PARK TRAIL SAFETY IMPROVEMENTS	200	315	0	0	0	0
PA0111-AUBREY DAVIS PARK VEGETATION MANAGEMENT	37	65	115	115	115	115
PA0117-ISLAND CREST PARK NORTH INFIELD AND MINOR IMPROVEMENTS	0	381	0	0	0	0
PA0118-LINCOLN LANDING WATERCOURSE RENOVATION	300	301	0	0	0	0
PA0122-LUTHER BURBANK DOCK REPAIR AND RECONFIGURATION	171	48	442	2,975	0	0
PA0123-LUTHER BURBANK MINOR CAPITAL LEVY	95	104	0	0	0	0
PA0124-LUTHER BURBANK BOILER BUILDING ROOF AND SEISMIC RETROFIT	0	365	0	0	0	0
PA0125-MERCERDALE PLAYGROUND REPLACEMENT	490	0	0	0	0	0
PA0129-PIONEER PARK/ENGSTROM OS FOREST MANAGEMENT	191	191	191	191	191	191
PA0135-TOWN CENTER MICRO PRECINCT PLACEHOLDER	50	0	0	0	0	0
PA0136-LUTHER BURBANK SOUTH SHORELINE RESTORATION	47	660	0	0	0	0
345-TECHNOLOGY & EQUIPMENT FUND	\$208	\$157	\$101	\$61	\$101	\$61
GE0101-TRAINING TOOLS AND EQUIPMENT	39	41	0	0	0	0
GT0101-CITY INFORMATION VIA WEB BASED GIS	39	0	0	0	40	0
GT0102-ARCGIS ENTERPRISE DEPLOYMENT WITH GEOEVENT SERVER	34	0	0	0	0	0
GT0106-ENTERPRISE RESOURCE PLANNING SYSTEM PURCHASE	75	0	0	0	0	0
GT0110-PERMITTING SYSTEM UPGRADE/REPLACEMENT	0	95	40	0	0	0
PA0133-MICEC TECHNOLOGY AND EQUIPMENT REPLACEMENT	21	21	61	61	61	61
402-WATER FUND	\$6,689	\$10,663	\$4,778	\$374	\$327	\$363
GB0101-PUBLIC WORKS BUILDING REPAIRS	79	20	25	32	20	21
GB0107-HONEYWELL SITE REMEDIATION	12	9	0	0	0	0
GB0108-FS91 SITE CHARACTERIZATION & FUEL TANK EVALUATION	12	0	0	0	0	0
SP0100-RESIDENTIAL STREET RESURFACING	105	105	105	105	105	105
SP0101-ARTERIAL PRESERVATION PROGRAM	2	2	2	2	2	2
SP0102-EAST MERCER WAY OVERLAY (SE 53RD PLACE TO SE 68TH STREET)	175	0	0	0	0	0
SP0103-SE 68TH STREET AND SE 70TH PLACE OVERLAY (ICW TO EMW)	0	50	0	0	0	0
SP0114-ROADSIDE SHOULDER IMPROVEMENTS - WMW PHASE 3 (SE 70TH TO SE 65TH STREETS)	0	75	0	0	0	0
SP0121-MID-BLOCK CROSSWALK 76TH AVE SE BETWEEN SE 24TH AND SE 27TH	12	0	0	0	0	0
WU0100-EMERGENCY WATER SYSTEM REPAIRS	150	150	150	150	150	150
WU0101-BOOSTER CHLORINATION STATION	995	2,510	0	0	0	0
WU0102-SCADA SYSTEM REPLACEMENT (WATER)	675	975	1,275	0	0	0
WU0103-WATER RESERVOIR IMPROVEMENTS	375	1,735	1,715	0	0	0
WU0106-MADRONA CREST EAST ADDITION WATER SYSTEM IMPROVEMENTS	350	2,448	0	0	0	0
WU0109-WATER SYSTEM IMPROVEMENTS - 60 AVE SE, BETWEEN SE 27, SE 32, AND 62 AVE	0	229	1,456	0	0	0
WU0110-WATER SYSTEM CONSTRUCTION IMPROVEMENTS - 82 AVE SE, N OF SE 24TH ST	1,087	0	0	0	0	0
WU0112-WATER SYSTEM COMPONENTS REPLACEMENTS	35	35	35	35	35	35
WU0115-WATER MODEL UPDATES/FIRE FLOW ANALYSIS	15	50	15	50	15	50
WU0116-RRA, ERP UPDATES, AND WATER SYSTEM PLAN UPDATES	200	100	0	0	0	0
WU0117-METER REPLACEMENT IMPLEMENTATION	2,050	2,050	0	0	0	0
WU0119-RESERVOIR GENERATOR REPLACEMENT	240	120	0	0	0	0
WU0124-SOLUTIONS FOR WATER SYSTEM DEFICIENCIES - CONSULTANT SERVICES	120	0	0	0	0	0

Capital Improvement Program

CAPITAL PROJECTS BY FUND 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
426-SEWER FUND	\$2,226	\$2,226	\$2,870	\$952	\$1,590	\$941
GB0101-PUBLIC WORKS BUILDING REPAIRS	79	20	25	32	20	21
GB0107-HONEYWELL SITE REMEDIATION	6	5	0	0	0	0
GB0108-FS91 SITE CHARACTERIZATION & FUEL TANK EVALUATION	6	0	0	0	0	0
SP0100-RESIDENTIAL STREET RESURFACING	15	15	15	15	15	15
SP0101-ARTERIAL PRESERVATION PROGRAM	5	5	5	5	5	5
SP0102-EAST MERCER WAY OVERLAY (SE 53RD PLACE TO SE 68TH STREET)	40	0	0	0	0	0
SP0103-SE 68TH STREET AND SE 70TH PLACE OVERLAY (ICW TO EMW)	0	5	0	0	0	0
SP0114-ROADSIDE SHOULDER IMPROVEMENTS - WMW PHASE 3 (SE 70TH TO SE 65TH STREETS)	0	2	0	0	0	0
SU0100-EMERGENCY SEWER REPAIRS	300	300	300	300	300	300
SU0102-PUMP STATION R&R IMPROVEMENTS	200	0	750	0	750	0
SU0103-EASEMENT, ACCESS CODES AND STANDARDS REVIEW	150	150	0	0	0	0
SU0108-COMPREHENSIVE PIPELINE R&R PROGRAM	500	500	500	500	500	500
SU0109-SEWER SYSTEM GENERATOR REPLACEMENT	150	150	0	0	0	0
SU0110-PUMP STATION ACCESSIBILITY IMPROVEMENTS	100	100	0	100	0	100
SU0113-SCADA SYSTEM REPLACEMENT (SEWER)	675	975	1,275	0	0	0
432-STORM & SURFACE WATER FUND	\$1,186	\$1,363	\$568	\$179	\$235	\$174
GB0101-PUBLIC WORKS BUILDING REPAIRS	39	10	12	16	10	11
GB0107-HONEYWELL SITE REMEDIATION	8	6	0	0	0	0
GB0108-FS91 SITE CHARACTERIZATION & FUEL TANK EVALUATION	8	0	0	0	0	0
SP0100-RESIDENTIAL STREET RESURFACING	110	110	110	110	110	110
SP0101-ARTERIAL PRESERVATION PROGRAM	3	3	3	3	3	3
SP0102-EAST MERCER WAY OVERLAY (SE 53RD PLACE TO SE 68TH STREET)	90	0	0	0	0	0
SP0103-SE 68TH STREET AND SE 70TH PLACE OVERLAY (ICW TO EMW)	0	100	0	0	0	0
SP0114-ROADSIDE SHOULDER IMPROVEMENTS - WMW PHASE 3 (SE 70TH TO SE 65TH STREETS)	0	175	0	0	0	0
SP0121-MID-BLOCK CROSSWALK 76TH AVE SE BETWEEN SE 24TH AND SE 27TH	3	0	0	0	0	0
SW0100-SUB BASIN 42.1 AND 42.1A WATERCOURSE STABILIZATION	390	0	0	0	0	0
SW0101-SUB BASIN 23.2 WATERCOURSE STABILIZATION	202	0	0	0	0	0
SW0102-SUB BASIN 45B.1 WATERCOURSE STABILIZATION	36	189	0	0	0	0
SW0103-SUB BASIN 27A.10 WATERCOURSE STABILIZATION	22	79	0	0	0	0
SW0104-SUB BASIN 22.1 WATERCOURSE STABILIZATION	0	24	139	0	0	0
SW0105-SUB BASIN 50B.4 (A & E) WATERCOURSE STABILIZATION	0	18	46	0	0	0
SW0106-SUB BASIN 25B.2 WATERCOURSE STABILIZATION	0	47	145	0	0	0
SW0119-CONVEYANCE SYSTEM ASSESSMENTS	112	50	112	50	112	50
SW0120-EAST & WEST MERCER WAY TRENCHLESS CULVERT REPLACEMENTS	113	504	0	0	0	0
SW0126-EMERGENCY STORMWATER CONVEYANCE REPAIRS	50	50	0	0	0	0
503-EQUIPMENT RENTAL FUND	\$986	\$733	\$531	\$607	\$794	\$944
GE0107-FLEET REPLACEMENTS	906	733	531	607	794	944
GT0107-PUBLIC SAFETY DISTRIBUTED ANTENNA SYSTEM - CITY HALL REPLACEMENT	80	0	0	0	0	0
520-COMPUTER REPLACEMENT FUND	\$113	\$200	\$123	\$199	\$150	\$200
GT0108-TECHNOLOGY EQUIPMENT REPLACEMENT	113	200	123	199	150	200
SUBTOTAL (IN THOUSANDS)	\$16,576	\$21,831	\$12,569	\$8,328	\$5,725	\$5,301
PROJECTS NOT PROPOSED IN 2021-2022						
NOT PROPOSED IN FY21-FY22	\$0	\$0	\$7,898	\$12,490	\$8,225	\$10,391
GE0100-FIRE APPARATUS REPLACEMENTS - AID CAR IN 2022	0	0	0	0	0	0
GE0102-PURCHASE AUTOMATED EXTERNAL DEFIBRILLATORS	0	0	0	0	0	0
GE0103-PURCHASE NEW MIDI PUMPER - 2024	0	0	0	440	0	0
GE0104-PURCHASE NEW FIRE COMMAND VEHICLE 2024	0	0	0	0	0	0
GE0105-REPLACE FIRE STAFF CARS - 2026	0	0	0	0	0	0
GE0106-PURCHASE NEW MAXI PUMPER 2024	0	0	0	800	0	0
GT0103-ARCGIS URBAN DEPLOYMENT	0	0	0	0	0	0
GT0105-HIGH ACCURACY ORTHOPHOTOS	0	0	35	0	0	35
PA0104-LAKE WATER IRRIGATION DEVELOPMENT	0	0	75	20	0	0
PA0105-AUBREY DAVIS PARK LID A PLAYGROUND REPLACEMENT	0	0	0	0	0	20
PA0106-AUBREY DAVIS PARK LID B PLAYGROUND REPLACEMENT	0	0	200	0	0	0
PA0107-ADP OUTDOOR SCULPTURE GALLERY IMPROVEMENTS	0	0	28	60	168	0
PA0108-AUBREY DAVIS PARK LUTHER LID CONNECTOR TRAIL	0	0	52	240	0	0
PA0110-AUBREY DAVIS PARK LID A BACKSTOP LIFECYCLE REPLACEMENT	0	0	0	0	100	770
PA0112-CLARKE BEACH SHORELINE REPAIR/RESTORATION	0	0	85	25	0	1,000
PA0113-CLARKE BEACH RESTROOM FIXTURE REPLACEMENT	0	0	53	0	0	0
PA0114-GROVELAND BEACH BULKHEAD REPLACEMENT AND BEACH UPGRADE	0	0	0	100	20	2,000
PA0115-HOLLERBACH SE 45TH TRAIL SYSTEM	0	0	85	377	0	0
PA0116-ISLAND CREST PARK SOUTH FIELD LIGHTS AND BACKSTOP LIFECYCLE REPLACEMENT AND UPGRADE	0	0	0	0	90	1,010
PA0119-LUTHER BURBANK TENNIS COURT RENOVATION	0	0	85	353	0	0
PA0120-LUTHER BURBANK PARK PARKING LOT LIGHTING	0	0	123	0	0	0
PA0121-LUTHER BURBANK PARK SWIM BEACH RENOVATION	0	0	0	117	30	875
PA0126-MERCERDALE PARK MASTER PLAN	0	0	90	0	0	0
PA0127-MERCER ISLAND COMMUNITY AND EVENTS CENTER ANNEX FACILITIES PLAN	0	0	0	90	0	0
PA0128-PIONEER PARK BIKE TRAIL PATH LIGHTING	0	0	100	0	0	0
PA0130-ROANOKE PLAYGROUND REPLACEMENT	0	0	28	176	0	0

CAPITAL PROJECTS BY FUND 2021-2026 (IN THOUSANDS)	2021	2022	2023	2024	2025	2026
PA0131-SOUTH MERCER PLAYFIELDS BALLFIELD BACKSTOP UPGRADE	0	0	995	0	0	0
PA0132-UPPER LUTHER RAVINE TRAIL PHASE 2	0	0	59	150	0	0
PA0134-AUBREY DAVIS PARK LID C FIELD DRAINAGE RENOVATION	0	0	0	990	0	0
SP0104-NORTH MERCER WAY OVERLAY (7500 BLOCK TO ROANOKE WAY)	0	0	557	0	0	0
SP0105-WEST MERCER WAY RESURFACING (SE 56TH TO EMW)	0	0	545	0	0	0
SP0106-GALLAGHER HILL ROAD OVERLAY (SE 36TH TO SE 40TH STREETS)	0	0	0	0	534	0
SP0107-SE 40TH STREET OVERLAY (88TH AVE SE TO GALLAGHER HILL RD)	0	0	0	200	0	0
SP0108-SE 36TH STREET OVERLAY (GALLAGHER HILL RD TO EMW)	0	0	0	0	548	0
SP0109-NORTH MERCER WAY OVERLAY (8400 BLOCK TO SE 35TH STREET)	0	0	0	0	0	776
SP0110-SE 27TH STREET OVERLAY (76TH AVE SE TO 80TH AVE SE)	0	0	0	548	0	0
SP0111-80TH AVE SE SIDEWALK IMPROVEMENTS (SE 28TH TO SE 32ND STREET)	0	0	1,080	0	0	0
SP0112-78TH AVE SE SIDEWALK IMPROVEMENTS (SE 32ND TO SE 34TH STREET)	0	0	712	0	0	0
SP0113-ROADSIDE SHOULDER IMPROVEMENTS - EMW PHASE 11 (SE 79TH STREET TO AVALON DRIVE)	0	0	0	475	0	0
SP0115-GALLAGHER HILL ROAD SIDEWALK IMPROVEMENTS (SE 36TH TO SE 40TH STREETS)	0	0	0	0	474	0
SP0116-SE 40TH STREET SIDEWALK IMPROVEMENTS (GALLAGHER HILL TO 93RD AVE)	0	0	0	920	0	0
SP0117-92ND AVE SE SIDEWALK IMPROVEMENTS (SE 40TH TO SE 41ST STREETS)	0	0	0	0	0	540
SP0123-NORTH MERCER WAY - MI P&R FRONTAGE IMPROVEMENTS	0	0	0	1,177	0	0
SU0104-PUMP STATION & HGMH FLOW MONITORING	0	0	300	300	1,000	0
SU0105-PIPE FLOW MONITORING	0	0	280	280	0	150
SU0106-LAKE LINE LOCATING AND MARKING	0	0	950	1,025	925	0
SU0107-LAKE LINE CONDITION ASSESSMENT	0	0	0	0	2,000	0
SU0111-COMPREHENSIVE HYDRAULIC MODEL DEVELOPMENT	0	0	0	0	0	250
SU0112-COMPREHENSIVE I/I EVALUATION	0	0	0	0	0	150
SW0107-SUB BASIN 47.4 AND SUB BASIN 10.4 WATERCOURSE STABILIZATION	0	0	56	293	0	0
SW0109-SUB BASIN 24A.1 WATERCOURSE STABILIZATION	0	0	17	57	0	0
SW0110-SUB BASIN 39A.2 WATERCOURSE STABILIZATION	0	0	16	40	0	0
SW0111-SUB BASIN 46A.3 WATERCOURSE STABILIZATION	0	0	49	372	0	0
SW0112-WATERCOURSE STABILIZATION - SUB BASIN 34.1	0	0	0	24	92	0
SW0113-WATERCOURSE STABILIZATION - SUB BASIN 45B.4	0	0	0	28	84	0
SW0114-WATERCOURSE STABILIZATION - SUB BASIN 29.3	0	0	0	45	117	0
SW0115-WATERCOURSE STABILIZATION - SUB-BASIN 42.2, 42.3, 42.8, 42.8A	0	0	0	0	87	334
SW0116-WATERCOURSE STABILIZATION - SUB BASIN 44B.3	0	0	0	0	29	68
SW0117-WATERCOURSE STABILIZATION - SUB-BASIN 32B.1 AND 32.2	0	0	0	0	48	150
SW0118-WATERCOURSE MINOR REPAIRS AND MAINTENANCE	0	0	0	0	100	0
SW0121-CONVEYANCE SYSTEM IMPROVEMENT - DRAINAGE REPAIR, EXTENSION, AND REPLACEMENT	0	0	300	300	300	300
WU0104-WATER SYSTEM CONSTRUCTION IMPROVEMENTS - 82 AVE AND FOREST AVE, WEST OF WEST MERCER WAY	0	0	145	810	0	0
WU0105-WATER SYSTEM DESIGN IMPROVEMENTS - 74 AVE, SE 29 ST, AND 73 AVE	0	0	0	0	0	188
WU0107-TOWN CENTER WATER SYSTEM IMPROVEMENTS - 77 & 78 AVE SE (SE 27 - SE 29 ST)	0	0	0	204	950	0
WU0108-WATER SYSTEM IMPROVEMENTS - AVALON DRIVE AND BENOTHO PLACE NEIGHBORHOODS	0	0	0	0	279	1,775
WU0111-HYDRANT REPLACEMENT CONTRACT WORK	0	0	250	0	250	0
WU0114-ABANDON 1955 12" CAST IRON WATER MAIN (RESERVOIR TO FIRST HILL)	0	0	320	0	0	0
WU0120-MERCERWOOD - 94TH AVE SE AND CRESTWOOD PL WATER SYSTEM IMPROVEMENTS	0	0	229	1,456	0	0
SUBTOTAL (IN THOUSANDS)	\$0	\$0	\$7,898	\$12,490	\$8,225	\$10,391
TOTAL (IN THOUSANDS)	\$16,576	\$21,831	\$20,467	\$20,818	\$13,949	\$15,691

Capital Improvement Program

PROJECTS BY DEPARTMENT		2021	2022
CITY ATTORNEY		40	40
SU0103	Easement, Access Codes and Standards Review	40	40
COMMUNITY PLANNING & DEVELOPMENT		434	751
GT0107	Public Safety Distributed Antenna System - City Hall Replacement	100	-
GT0110	Permitting System Upgrade/Replacement	-	500
PA0115	Hollerbach SE 45th Trail System	-	45
SP0120	Sunset Hwy/77th Ave SE Improvements	50	-
SP0121	Mid-block crosswalk 76th Ave SE between SE 24th and SE 27th	50	-
SU0103	Easement, Access Codes and Standards Review	40	40
SU0109	Sewer System Generator Replacement	32	32
SW0100	Sub Basin 42.1 and 42.1a Watercourse Stabilization	10	-
SW0101	Sub basin 23.2 Watercourse Stabilization	10	-
SW0102	Sub basin 45b.1 Watercourse Stabilization	10	-
SW0103	Sub basin 27a.10 Watercourse Stabilization	10	-
SW0104	Sub basin 22.1 Watercourse Stabilization	-	10
SW0105	Sub basin 50b.4 (a & e) Watercourse Stabilization	-	10
SW0106	Sub basin 25b.2 Watercourse Stabilization	-	10
SW0120	East Mercer Way Trenchless Culvert replacements	10	-
SW0126	Emergency Stormwater conveyance repairs	12	4
WU0101	Booster Chlorination Station	100	100
FINANCE		200	-
GT0106	Enterprise Resource Planning System Scoping	200	-
FIRE		56	-
GE0101	Fire Training Tools and Equipment	56	-
INFORMATION & GEOGRAPHIC SYSTEMS		1,757	620
GT0101	City Information via Web Based GIS	266	-
GT0102	ArcGIS Enterprise Deployment with GeoEvent Server	365	-
GT0103	ArcGIS Urban Deployment	416	-
GT0106	Enterprise Resource Planning System Scoping	210	-
GT0108	Technology Equipment Replacement	500	500
GT0110	Permitting System Upgrade/Replacement	-	120
PARKS & RECREATION		3,503	3,445
PA0100	Open Space Management	1,100	1,100
PA0101	Recurring Parks Minor Capital	140	140
PA0103	Trail Renovation and Property Management	160	160
PA0104	Lake Water Irrigation Development	50	20
PA0107	ADP Outdoor Sculpture Gallery Improvements	368	420
PA0109	Aubrey Davis Park Trail Safety Improvements	190	125
PA0111	Aubrey Davis Park Vegetation Management	250	40
PA0117	Island Crest Park North Infield and Backstop Replacement	-	80
PA0118	Lincoln Landing Watercourse Renovation	120	70
PA0122	Luther Burbank Dock Repair and Reconfiguration	250	150
PA0123	Luther Burbank Minor Capital Levy	140	130

PROJECTS BY DEPARTMENT		HOUR ESTIMATE 2021	HOUR ESTIMATE 2022
PA0124	Luther Burbank Boiler Building Roof and Seismic Retrofit	-	360
PA0125	Mercerdale Playground Replacement	60	-
PA0129	Pioneer Park/Engstrom OS Forest Management	650	650
PA0130	Roanoke Playground Replacement	25	-
PA0135	Town Center Micro Precinct Placeholder	-	-
POLICE		23	-
GT0107	Public Safety Distributed Antenna System - City Hall Replacement	23	-
PUBLIC WORKS		15,360	13,980
GB0100	City Hall Building Repairs	525	490
GB0101	Public Works Building Repairs	440	110
GB0102	MICEC Building Repairs	440	200
GB0103	FS91 and FS92 Building Repairs	175	160
GB0104	Luther Burbank Administration Repairs	220	120
GB0105	Thrift Shop Building Repairs	80	40
GT0109	Fiber Conduit Installation	60	60
SP0100	Residential Street Resurfacing	1,000	1,000
SP0101	Arterial Preservation Program	100	100
SP0102	East Mercer Way Overlay (SE 53rd Place to SE 68th Street)	1,050	-
SP0103	SE 68th Street and SE 70th Place Overlay (ICW to EMW)	-	750
SP0114	Roadside Shldr Improvements - WMW Ph 3 (SE 70th to SE 65th St.)	-	750
SP0118	ADA Compliance Plan Implementation	-	160
SP0119	N-S Bike Route Completion ICW (90th Ave SE - SE 63rd St)	300	500
SP0120	Sunset Hwy/77th Ave SE Improvements	300	300
SP0121	Mid-block crosswalk 76th Ave SE between SE 24th and SE 27th	300	-
SP0122	Minor Capital - Traffic Operations Improvements	260	-
SP0125	PBF Plan Implementation	250	250
SU0102	Pump Station R&R Improvements	400	-
SU0103	Easement, Access Codes and Standards Review	200	200
SU0108	Comprehensive Pipeline R&R Program	250	250
SU0109	Sewer System Generator Replacement	150	150
SU0110	Pump Station Accessibility Improvements	200	200
SU0113	SCADA System Replacement (Sewer)	750	750
SW0100	Sub Basin 42.1 and 42.1a Watercourse Stabilization	864	-
SW0101	Sub basin 23.2 Watercourse Stabilization	658	-
SW0102	Sub basin 45b.1 Watercourse Stabilization	230	508
SW0103	Sub basin 27a.10 Watercourse Stabilization	150	408
SW0104	Sub basin 22.1 Watercourse Stabilization	-	130
SW0105	Sub basin 50b.4 (a & e) Watercourse Stabilization	-	130
SW0106	Sub basin 25b.2 Watercourse Stabilization	-	170
SW0119	Conveyance System Assessments	324	8
SW0120	East Mercer Way Trenchless Culvert replacements	530	740
SW0121	Conveyance system Improvement - Drainage repair and replacement	104	152
SW0126	Emergency Stormwater conveyance repairs	50	154

Capital Improvement Program

PROJECTS BY DEPARTMENT		HOUR ESTIMATE 2021	HOUR ESTIMATE 2022
WU0101	Booster Chlorination Station	2,050	2,100
WU0102	SCADA System Replacement (Water)	750	750
WU0103	Water Reservoir Improvements	150	375
WU0106	Madrona Crest East Addition Water System Improvements	500	800
WU0109	60 Ave SE, btw SE 27 and SE 32, and 62 Ave Water System Improv.	-	400
WU0110	82nd Ave SE, N of SE 24th St Water System Improv - Construction	600	-
WU0112	Water System Components (valve, air vac, blow off, and etc.)	40	40
WU0114	Abandonment of 1955 12" water main (Reservoir to First Hill)	100	-
WU0115	Water Model Updates/Fire Flow Analysis	40	75
WU0116	RRA, ERP UPDATES, AND WATER SYSTEM PLAN UPDATES	220	150
WU0117	Meter Replacement Implementation	475	350
WU0124	Solutions for Water System Deficiencies - Consultant Services	75	-
TOTAL HOURS		21,373	18,836

2021-2022 Biennial Budget

Section F

Appendix



Adopted Budget

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 24,000 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.

Appendix

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.

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.

Appendix

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.

RESERVE: The unencumbered year-end balance of revenue less expenditures in governmental funds.

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, 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.

- **Trust and Agency 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 of the City's enterprise, internal service, and 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.

Appendix

- **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.