



2023 PLANNING SCHEDULE

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

Items are not listed in any particular order. Agenda items & meeting dates are subject to change.

OCTOBER 3, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		9/22	9/25	9/25	9/26	9/26
ITEM TYPE TIME TOPIC				STAFF		
EXECUTIVE SESSION						
120	Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price pursuant to RCW 42.30.110(1)(b)					
STUDY SESSION						
45	AB 6294: Geographic Information Systems (GIS) Products Demo			Ali Spietz/Leah Llamas		
CONSENT AGENDA						
--	AB 6347: September 22, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB 6348: Arbor Day Proclamation No. 317			Jason Kintner/Andrew Prince		
--	AB 6349: Domestic Violence Action Month Proclamation No. 318			Mayor Nice/Derek Franklin		
--	AB 6341: Shoreline Master Program Amendment to add Marinas as a New Use (Second Reading Ord. No. 23C-15)			Jeff Thomas/Molly McGuire		
--	AB 6345: 2023-2024 Work Plan Update			Jessi Bon/Casey Thompson		
REGULAR BUSINESS						
15	AB 6350: Public Hearing: Update NPDES Stormwater Manual (First Reading Ord. No. 23C-14)			Jason Kintner/Brian Hartvigson		
60	AB 6314: Discussion: Review Site Concepts for Former Tully's Property			Jessi Bon		
30	AB 6351: City Hall Closure (Resolution No. 1650)			Jessi Bon		

OCTOBER 17, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		10/6	10/9	10/9	10/10	10/10
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
60	AB xxxx: Water System Reliability Action Plan Check-In, with Confluence Engineering			Jason Kintner/Alaine Sommargren/Allen Hunter		
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: October 6, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Basin 40 Cured-In-Place-Pipe (CIPP) Sewer Lining, Phase 1 Closeout			Jason Kintner/Clint Morris/Chris Marks		
--	AB xxxx: Second Reading of Ordinance No. 23C-xx updating the NPDES Stormwater Manual			Jason Kintner/Brian Hartvigson		
--	AB 6332: 2022 Water System Imp. (Madrona Crest East) Project Closeout			Jason Kintner /Clint Morris/George Fletcher		
--	AB 6333: Sunset Hwy/77th Ave SE Improvements Project Closeout			Jason Kintner /Clint Morris		
	AB 6352: Luther Burbank Park Aquatic Lands Lease			Jason Kintner / Paul West		

--	AB xxxx: Ratification of King County Ordinance No. 19660 – an Amendment to the 2021 King County Countywide Planning Policies (CPPS)	Jeff Thomas/Alison Van Gorp
--	AB xxxx: Lease for Telecommunications Facilities at Island Crest Park	Bio Park/Alaine Sommargren
REGULAR BUSINESS		
30	AB xxxx: Fiscal Year 2023 and 2024 Revenue Forecast	Matt Mornick
30	AB xxxx: King County Solid Waste Rate Restructure	Jason Kintner
60	AB xxxx: Town Center Parking Study Discussion	Jason Kintner/Ed Holmes/Mike Seifert/Sarah Bluvass
30	AB xxxx: Review Draft 2024 Legislative Session Strategy	Jessi Bon
EXECUTIVE SESSION		

NOVEMBER 7, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		10/27	10/30	10/30	10/31	10/31
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: October 20, 2023 Payroll Certification				Ali Spietz/Nicole Vannatter	
--	AB xxxx: Shop Small Month Proclamation No. xxx				Jeff Thomas/Deb Estrada	
--	AB xxxx: Luther Burbank Boiler Building Imp. Phase 1 Bid Award				Jason Kintner/Clint Morris/Paul West/Sarah Bluvass	
REGULAR BUSINESS						
15	AB xxxx: Declaration of Intent for Reimbursement Resolution No. xxxx				Matt Mornick	
30	AB xxxx: Placeholder – 2023-2024 Mid-Biennial Budget Workshop				Matt Mornick	
EXECUTIVE SESSION						

NOVEMBER 21, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		11/9	11/13	11/13	11/14	11/14
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
45	AB xxxx: 2024 Comprehensive Plan Periodic Update, Housing Element – HB 1220 Implementation				Jeff Thomas/Adam Zach	
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: November 3, 2023 Payroll Certification				Ali Spietz/Nicole Vannatter	

--	AB xxxx: Adoption of Town Center Parking Study [Placeholder]	Patrick Yamashita/Ed Holmes/Mike Seifert/Sarah Bluvas/Jason Kintner
REGULAR BUSINESS		
45	AB xxxx: Mid-Biennial Budget Public Hearing; Q3 2023 Financial Status Update; 2024 Property Tax Ordinances; and NORCOM Rate Resolutions.	Matt Mornick
30	AB 6343: Opioid Settlement Funds Use Recommendation	Ali Spietz/Derek Franklin
30	AB xxxx: Approve 2024 Legislative Priorities	Jessi Bon
EXECUTIVE SESSION		

DECEMBER 5, 2023		DD	FN	CA	Clerk	CM
ABSENCES:		11/22	11/27	11/27	11/28	11/28
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: November 17, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: 2024 Comprehensive Plan Periodic Update, Housing Element – Affordable Housing Target and Policy Direction			Jeff Thomas/Adam Zach		
REGULAR BUSINESS						
30	AB xxxx: 2024 Docket of Proposed Comprehensive Plan and Development Code Amendments (Resolution No. XXXX)			Jeff Thomas/Alison Van Gorp		
30	AB xxxx: 2023-2024 Mid-Biennial Budget Amendments			Matt Mornick		
15	AB xxxx: 2024 Master Fee Schedule and Utility Rate Resolutions			Ali Spietz		
EXECUTIVE SESSION						

DECEMBER 19, 2023 (POTENTIALLY CANCELED)		DD	FN	CA	Clerk	CM
ABSENCES:		12/8	12/11	12/11	12/12	12/12
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						

EXECUTIVE SESSION					

2024 PLANNING SCHEDULE

JANUARY 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		12/13	12/14	12/14	12/15	12/15
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
15	AB xxxx: Councilmember Oath of Office and Mayor and Deputy Mayor Elections			Ali Spietz/Andrea Larson		
CONSENT AGENDA						
--	AB xxxx: December 1, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: December 15, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
REGULAR BUSINESS						
EXECUTIVE SESSION						

JANUARY 16, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		1/5	1/8	1/8	1/9	1/9
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: December 29, 2023 Payroll Certification			Ali Spietz/Nicole Vannatter		
--	AB xxxx: Lincoln Landing Watercourse Improvements Project Closeout			Jason Kintner/Clint Morris/Paul West		

--	AB xxxx: Rare Disease Day Proclamation No. xxx	Mayor /Andrea Larson
--	AB xxxx: Basin 61 Sewer Upsizing Bid Award	Jason Kintner/Clint Morris/Chris Marks
REGULAR BUSINESS		
EXECUTIVE SESSION		

MARCH 5, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		2/23	2/26	2/26	2/27	2/27
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
	AB xxxx Open Space Conservancy Trust 2022 Annual Report to City Council and 2023 Work Plan				Jason Kintner/Alaine Sommargren/Sam Harb	
REGULAR BUSINESS						
EXECUTIVE SESSION						

MARCH 19, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		2/8	2/11	2/11	2/12	2/12
ITEM TYPE TIME TOPIC					STAFF	
STUDY SESSION						

SPECIAL BUSINESS		
CONSENT AGENDA		
REGULAR BUSINESS		
30	Financial Management Software Implementation Update	Matt Mornick/Gracie Liu
EXECUTIVE SESSION		

APRIL 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		3/22	3/25	3/25	3/26	3/26
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Autism Acceptance Month, Proclamation No. xxx			Mayor / Andrea Larson		
--	AB xxxx: Sexual Assault Awareness Month, Proclamation No. xxx			Mayor /Andrea Larson		
REGULAR BUSINESS						
EXECUTIVE SESSION						

APRIL 16, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		4/5	4/8	4/8	4/9	4/9

ITEM TYPE TIME TOPIC		STAFF
STUDY SESSION		
SPECIAL BUSINESS		
CONSENT AGENDA		
--	AB xxxx: Earth Day Proclamation No. xxx	Jason Kintner
REGULAR BUSINESS		
EXECUTIVE SESSION		

MAY 7, 2024 ABSENCES:		DD 4/26	FN 4/29	CA 4/29	Clerk 4/30	CM 4/30
ITEM TYPE TIME TOPIC		STAFF				
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
--	AB xxxx: Affordable Housing Week, Proclamation No. xxx				Mayor /Andrea Larson/Alison Van Gorp	
	AB xxxx: Draft TIP 2025-2030 Review and Public Hearing				Jason Kintner / Patrick Yamashita / Lia Klein / Ian Powell	
REGULAR BUSINESS						

EXECUTIVE SESSION					

MAY 21, 2024			DD	FN	CA	Clerk	CM
ABSENCES:			5/10	5/13	5/13	5/14	5/14
ITEM TYPE TIME TOPIC						STAFF	
STUDY SESSION							
SPECIAL BUSINESS							
CONSENT AGENDA							
REGULAR BUSINESS							
EXECUTIVE SESSION							

JUNE 4, 2024			DD	FN	CA	Clerk	CM
ABSENCES:			5/24	5/24	5/24	5/28	5/28
ITEM TYPE TIME TOPIC						STAFF	
STUDY SESSION							
SPECIAL BUSINESS							
CONSENT AGENDA							
--	AB xxxx: Pride Month Proclamation No. xxx				Mayor /Merrill Thomas-Schadt		
--	AB xxxx: Juneteenth Proclamation No. xxx				Mayor /Merrill Thomas-Schadt		
	AB xxxx: TIP 2025-2030 Adoption and Public Hearing				Jason Kintner / Patrick Yamashita / Lia Klein / Ian Powell		

REGULAR BUSINESS	
EXECUTIVE SESSION	

JUNE 18, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		6/7	6/10	6/10	6/11	6/11
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						
EXECUTIVE SESSION						

JULY 2, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		6/21	6/24	6/24	6/25	6/25
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						

CONSENT AGENDA		
REGULAR BUSINESS		
EXECUTIVE SESSION		

AUGUST 20, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		8/9	8/12	8/12	8/13	8/13
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						
EXECUTIVE SESSION						

SEPTEMBER 3, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		8/23	8/26	8/26	8/27	8/27
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						

SPECIAL BUSINESS	
CONSENT AGENDA	
REGULAR BUSINESS	
EXECUTIVE SESSION	

SEPTEMBER 17, 2024		DD	FN	CA	Clerk	CM
ABSENCES:		9/6	9/9	9/9	9/10	9/10
ITEM TYPE TIME TOPIC				STAFF		
STUDY SESSION						
SPECIAL BUSINESS						
CONSENT AGENDA						
REGULAR BUSINESS						
EXECUTIVE SESSION						

MID YEAR PLANNING SESSION TOPICS (TBD):

Agenda items and meeting dates are subject to change.

– 2023 Community Member of the Year

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OTHER ITEMS TO BE SCHEDULED:

- Acceptance of WSU/Dept Commerce Energy Efficiency Grant (Heat Pump Program) – Ross/Jason
- Open Space Vegetation Management Report
- Mobile Integrated Health (MIH) Overview
- Donations Code Amendment
- Code amendment to address the City Council November meeting schedule conflict with the General Election
- King County Clean Water Plan Elected Officials Workshop (Discussion only)
- Residential Dev Standards 3-Yr Review – Scope of Work
- Municipal Court Operations Analysis
- Luther Burbank Park Docks Art in Public Places (AIPP) Program Scope and Budget Request

- Luther Burbank Park Tennis Courts – Budget amendment – Paul/ Jason
- Aubrey Davis Trail Safety Improvements Bid Award Jason Kintner/Paul West
- Phase 1 PRV Station Replacement Bid Award (2024)
- Island Crest Park Ballfield Upgrades Bid Award
- Mercedale Park / Clarke & Groveland Beach Parks Master Plans Consultant Selection
- One Pill Can Kill Presentation by DEA

ANNUAL (ROUTINE) ITEMS:

Council/City Manager:

- Legislative Agenda (Q3 & Q4)
- City Council Annual Planning Session (Q2)
- Adoption of City Council Priorities (Q2)
- City Council Mid-Year Planning Session (Q2)
- Sustainability Update (Q1 & Q3)
- Boards & Commissions Annual Appointments (Q2)

Administrative Services:

- Fee Schedule Resolution(Q4)
- Police & Police Support Collective Bargaining Agreements
- Fire Collective Bargaining Agreement
- AFSCME Collective Bargaining Agreement

Community Planning and Development:

- ARCH Budget and Work Program (Q4)
- ARCH Trust Fund Recommendations (Q4)
- Comprehensive Plan Amendments (Q4)
- Comprehensive Plan and Code Amendment Docket (Q4)

Finance/Budget:

- Every Year:
 - General Fund & REET Surplus Disposition (Q2)
 - 4th Quarter Financial Status Report & Budget Adjustments (Q2)
 - 1st Quarter Financial Status Report & Budget Adjustments (Q2)
 - 2nd Quarter Financial Status Report & Budget Adjustments (Q3)
 - 3rd Quarter Financial Status Report & Budget Adjustments (Q4)
- Odd Years:
 - Mid-Biennial Budget Review (3rd Quarter Financial Status Report & Budget Adjustments, Utility Rates, and Property Tax Levy) (Nov Mtg)
- Even Years:
 - Capital Improvement Program (CIP) Budget Kick-Off (2nd Mar Mtg)
 - Operating Budget Kick-Off (Mid-Year PS)
 - Proposed Budget: Presentation & Distribution (1st Oct Mtg)
 - Proposed Budget: Operating Budget Review (2nd Oct Mtg)
 - Proposed Budget: Capital Improvement Program Review (1st Nov Mtg)
 - Proposed Budget: Finalize Changes & Adopt Tax Ordinances and Fee Resolutions (2nd Nov Mtg)
 - Final Budget Adoption (1st Dec Mtg)

Public Works:

- Bid Awards & Project Close-Outs
- Public Hearing: Preview of 6-Year Transportation Improvement Program (Early Q2)
- Adoption of 6-Year Transportation Improvement Program (Late Q2)
- Open Space Conservancy Trust Board Annual Report and Work Plan (Q2)
- Open Space Vegetation Management Report (Q2, every other year)

Youth & Family Services:

- Interlocal Agreement with MISD for School Mental Health Counselors (Q3)

Proclamations:

- Rare Disease Day (2nd Feb)
- Autism Acceptance Month (1st Apr)
- Sexual Assault Awareness Month (1st Apr)
- Earth Day (2nd Apr)
- Affordable Housing Week (1st May)
- Pride Month (1st June)
- Parks and Recreation Month (1st Jul)
- National Recovery Month (1st Sep)
- National Preparedness Month (1st Sep)
- Mayor’s Day of Concern for the Hungry (1st Sep)
- Peace Day on Mercer Island (September 18)
- Domestic Violence Action Month (1st Oct)
- Arbor Day (1st Oct)
- Shop Small Month (1st Nov)