



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

**AB 6335
September 19, 2023
Consent Agenda**

AGENDA BILL INFORMATION

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|----------------------------|---|---|
| TITLE: | AB 6335: MICEC Slater Room Meeting Room Upgrade | <input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution |
| RECOMMENDED ACTION: | Appropriate the required funds to upgrade the MICEC Slater Room to support public meetings. | |

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|-------------------------------|---|
| DEPARTMENT: | City Manager |
| STAFF: | Jessi Bon, City Manager Ali Spietz, Chief of Administration Alfredo Moreno, I.T. Manager Robbie Cunningham Adams, Management Analyst |
| COUNCIL LIAISON: | n/a |
| EXHIBITS: | n/a |
| CITY COUNCIL PRIORITY: | n/a |

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|-------------------------------|-----------|
| AMOUNT OF EXPENDITURE | \$ 82,000 |
| AMOUNT BUDGETED | \$ 0 |
| APPROPRIATION REQUIRED | \$ 82,000 |

EXECUTIVE SUMMARY

The purpose of this agenda bill is to appropriate funds to upgrade the audio-visual and other equipment in the Slater Room at the Mercer Island Community and Event Center (MICEC) for use with public meetings.

- During the September 5 2023 City Council meeting, the Council adopted Ordinance No. 23C-13 amending MICC 2.06.020 to establish the regular meeting place of the City Council as the Mercer Island Community and Event Center ([AB 6328](#)) due to the closure of City Hall.
- To facilitate a return to in-person City Council meetings, certain audio-visual upgrades and other equipment are needed in the MICEC Slater Room.
- In addition to City Council meetings, the Slater Room will host other public meetings including board and commission meetings and will also be available for City staff meetings.
- To proceed with the project, an appropriation of \$82,000 from the ARPA Fund is needed.

BACKGROUND

Since the closure of City Hall in April, City Council meetings have been held in a hybrid format with both in person participation at the MICEC and remote participation via Zoom.

During the September 5, 2023 City Council meeting, the Council adopted Ordinance No. 23C-13 amending MICC 2.06.020 to establish the regular meeting place of the City Council as the Mercer Island Community and Event Center, or at such other place as the City Council may designate and direct at a previous meeting ([AB 6328](#)). Staff have determined that the Slater Room at the MICEC is the best room to dedicate to public meetings.

ISSUE/DISCUSSION

To facilitate a return to in-person City Council meetings, certain audio-visual upgrades and other equipment are needed in the Slater Room at the MICEC. This work will include:

- Removal of the existing audio/visual and broadcast equipment from the City Hall Council Chambers and associated spaces and transport to the Slater Room.
- Installation of existing audio/visual equipment, new pendant ceiling speakers and three new Samsung 85" displays on portable carts. A pair of monitors will flank the dais area and face the audience. An additional monitor will face the dais area for the City Council to see.
- Purchase of new tables for the dais, a podium, city seals for the wall and podium, and new outside door handle and card.
- Removal of white/cork boards and projector, wall painting, and flooring replacement.

This will allow the City to host hybrid City Council meetings, in addition to board and commission meetings, and broadcast them as normal. The Slater Room will also be used going forward as a meeting space for City Staff. This means the Slater Room will no longer be available to the public.

To proceed with the project, an appropriation from the ARPA Fund is needed. A breakdown of the estimated costs is summarized in the following table.

| MICEC Slater Room Audio-Visual Upgrade Project | TOTAL |
|--|-----------------|
| Estimated A/V Contract with Morgan Sound | \$58,000 |
| New Furniture and Facility Improvements | \$20,000 |
| Networking Upgrade | \$4,000 |
| Total Estimated Cost | \$82,000 |
| Total Approved Project Budget (2023-2024) | \$0 |
| Additional Budget Needed | \$82,000 |

NEXT STEPS

Following City Council appropriation of funding, City staff will commence work on Slater Room project. Installation of A/V and other equipment is anticipated to be completed by the end of October.

RECOMMENDED ACTION

Appropriate \$82,000 from the ARPA Fund to upgrade the MICEC Slater Room Audio-Visual capabilities and purchase other equipment for public meeting use.