



## BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

**AB 5922**  
**August 31, 2021**  
**Consent Agenda**

### AGENDA BILL INFORMATION

<b>TITLE:</b>	AB 5922: July 30, 2021, Payroll Certification, in the amount of \$782,252.21	<input type="checkbox"/> Discussion Only
<b>RECOMMENDED ACTION:</b>	Approve the July 30, 2021, Payroll Certification.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

<b>DEPARTMENT:</b>	Human Resources
<b>STAFF:</b>	Ali Spietz, Chief of Administration
<b>COUNCIL LIAISON:</b>	n/a
<b>EXHIBITS:</b>	1. July 30, 2021, Payroll Certification
<b>CITY COUNCIL PRIORITY:</b>	n/a

<b>AMOUNT OF EXPENDITURE</b>	\$ n/a
<b>AMOUNT BUDGETED</b>	\$ n/a
<b>APPROPRIATION REQUIRED</b>	\$ n/a

### SUMMARY

This is an approval of the payroll certification for the City of Mercer Island for the period from July 10, 2021, through July 23, 2021, in the amount of \$782,252.21 (see Exhibit 1).

### BACKGROUND

[RCW 42.24.080](#) requires that all claims presented against the City by performing labor must be certified by the appropriate official to ensure that the labor was performed as described, and that the claims are just, due, and unpaid obligations against the City, before payment can be made. [RCW 42.24.180](#) allows the payment of claims to occur prior to City Council approval to expedite processing of the payment of claims, provided, however, that review and approval of the claims' documentation occurs at the next regularly scheduled public meeting.

The Certification of Payroll details the total payment to employees for labor performed and benefits payments made for each payroll. The City is on a bi-weekly payroll schedule with payments on every other Friday.

## PAYROLL INFORMATION

Each payroll varies depending on a number of factors (i.e., number of employees, pay changes, leave cash outs, overtime, etc.) In addition to regular pay for employees, the July 30, 2021, payroll has variants that are outlined below:

There are no benefit and/or dues deductions taken out, as this is the 3<sup>rd</sup> payroll of the month.

### Additional payments:

- \$2,563.20 in leave cash outs for current employees.
- \$6,740.96 in leave cash outs for terminated employees.
- \$3,059.82 in employee recognition awards for current employees.
- \$54,437.37 overtime earnings (see chart for overtime hours by department).

### Overtime hours by department:

Department	Hours
Administrative Services	15.00
City Attorney's Office	
City Manager's Office	
Community Planning & Development	1.00
Finance	
Fire	498.50
Municipal Court	
Police	177.00
Public Works	80.50
Youth & Family Services	
<b>Total Overtime Hours</b>	<b>772.00</b>

## FTE/LTE COUNTS

Please refer to the table in [AB 5937](#) (August 13 Payroll Certification) for current FTE/LTE counts.

## RECOMMENDED ACTION

Approve the July 30, 2021, Payroll Certification (Exhibit 1) in the amount of \$782,252.21 and authorize the Mayor to sign the certification on behalf of the entire City Council.

# CITY OF MERCER ISLAND PAYROLL CERTIFICATION

<b>PAYROLL PERIOD ENDING</b>	<b>7.23.2021</b>
<b>PAYROLL DATED</b>	<b>7.30.2021</b>

Net Cash	\$ 535,415.73
Net Voids/Manuals	\$ 794.54
<b>Net Total</b>	<b>\$ 536,210.27</b>
Federal Tax Deposit	\$ 84,716.15
Social Security and Medicare Taxes	\$ 45,906.12
Medicare Taxes Only (Fire Fighter Employees)	\$ 2,554.20
State Tax (Oregon)	\$ 102.60
Family/Medical Leave Tax (Massachusetts)	\$ -
Public Employees' Retirement System (PERS Plan 2)	\$ 22,179.16
Public Employees' Retirement System (PERS Plan 3)	\$ 5,498.31
Public Employees' Retirement System (PERSJM)	\$ 713.03
Public Safety Employees' Retirement System (PSERS)	\$ 196.80
Law Enforcement Officers' & Fire Fighters' Retirement System (LEOFF Plan2)	\$ 27,005.98
Regence & LEOFF Trust Medical Insurance Deductions	\$ 318.98
Domestic Partner Medical Insurance Deductions	\$ -
Kaiser Medical Insurance Deductions	\$ -
Health Care - Flexible Spending Account Contributions	\$ 1,647.83
Dependent Care - Flexible Spending Account Contributions	\$ 430.76
ICMA Roth IRA Contributions	\$ 525.00
ICMA 457 Deferred Compensation Contributions	\$ 30,487.47
Fire Nationwide 457 Deferred Compensation Contributions	\$ 12,936.92
Fire Nationwide Roth IRA Contributions	\$ 1,050.00
ICMA 401K Deferred Compensation Contributions	\$ 472.60
Child Support Wage Garnishment	\$ 869.49
Mercer Island Employee Association Dues	\$ 232.50
AFSCME Union Dues	\$ -
Police Union Dues	\$ -
Fire Union Dues	\$ 2,098.48
Fire Union Supplemental Dues	\$ 154.00
Standard - Supplemental Life Insurance	\$ 47.60
Unum - Long Term Care Insurance	\$ 10.60
AFLAC - Supplemental Insurance Plans	\$ -
Coffee Club Dues	\$ -
Transportation - Flexible Spending Account Contributions	\$ -
Fire HRA-VEBA Contributions	\$ 5,885.62
Oregon Transit Tax and Oregon Benefit Tax	\$ 1.74
<b>Tax &amp; Benefit Obligations Total</b>	<b>\$ 246,041.94</b>

<b>TOTAL GROSS PAYROLL</b>	<b>\$ 782,252.21</b>
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Mercer Island, and that I am authorized to authenticate and certify to said claim.



Finance Director

I, the undersigned, do hereby certify that the City Council has reviewed the documentation supporting claims paid and approved all checks or warrants issued in payment of claims.