



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

**AB 6157
September 20, 2022
Consent Agenda**

AGENDA BILL INFORMATION

TITLE:	AB 6157: Letter of Support for the GMA Periodic Update Grant	<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:	Approve the letter of support for the GMA Periodic Update Grant	

DEPARTMENT:	Community Planning and Development
STAFF:	Jeff Thomas, Interim CPD Director Alison Van Gorp, Deputy CPD Director
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Grant Notification Letter 2. Draft Letter of Support
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to authorize a letter of support for the Department of Comprehensive Plan grant program.

- The City has the opportunity to apply for \$125,000 in grant funding from the Department of Commerce to fund the required 2024 periodic update to the Comprehensive Plan (see Exhibit 1).
- The City’s grant application must include a letter of support from the Mayor. The letter is presented for review and approval by the full City Council (see Exhibit 2).
- The grant application and letter of support are due by September 30, 2022.
- Grant funds will cover consultant costs and offset funds previously budgeted from the General Fund.

BACKGROUND

The City of Mercer Island is required by the Growth Management Act (GMA) to review and, if needed, revise its Comprehensive Plan by December 31, 2024. In July, the City was notified by the Department of Commerce (Exhibit 1) that the City is eligible for a grant award of \$125,000 to support the periodic update of the Comprehensive Plan. This funding is reserved for the City as a non-competitive formula grant.

- \$62,500 is available to reimburse periodic update project costs from July 1, 2022 to June 30, 2023.
- Another \$62,500 is available for costs incurred July 1, 2023 to June 30, 2024.

Grant funds can be used to cover most activities related to the review and update of the comprehensive plan including staff time, consultant contracts, costs of providing public notice, printing, and copying. The City plans to use the grant primarily to cover consultant costs; the grant will offset funds previously budgeted from the General Fund.

ISSUE/DISCUSSION

To receive this grant funding, the City must complete an application by September 30, 2022, including a letter of support from the Mayor. The [application form](#) includes basic contact information, questions about the City's GMA compliance status, as well as a section on the scope of work and budget proposed for grant funding. City staff are completing the application based on the scope of work, schedule and public participation plan approved by the City Council on March 15, 2022 ([AB 6040](#)).

The Letter of Support (Exhibit 2) confirms the support of the City's elected officials for the proposed work to be funded by the grant.

NEXT STEPS

Once the letter of support is approved by the City Council and signed by the Mayor, staff will finalize the application materials for submittal to the Department of Commerce and submit by the September 30, 2022 deadline. If awarded, staff anticipates that a grant agreement will be developed with the Department of Commerce soon after the application is submitted. Once the grant agreement is signed, the City may begin to submit invoices for reimbursement under the grant.

RECOMMENDED ACTION

Approve the Letter of Support for the GMA Periodic Update Grant.