



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6033
March 1, 2022
Consent Agenda

AGENDA BILL INFORMATION

TITLE:	AB 6033: January 28, 2022 Payroll Certification	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve the January 28, 2022 Payroll Certification in the amount of \$842,718.00.	<input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	Human Resources
STAFF:	Ali Spietz, Chief of Administration
COUNCIL LIAISON:	n/a
EXHIBITS:	1. January 28, 2022 Payroll Certification
CITY COUNCIL PRIORITY:	n/a

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

SUMMARY

This is an approval of the payroll certification for the City of Mercer Island for the period from January 8, 2022 through January 21, 2022 in the amount of \$842,718.00 (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 Payroll Certification 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 several factors (i.e., number of employees, pay changes, leave cash outs, overtime, etc.) In addition to regular pay for employees, the January 28, 2022 payroll has variants that are outlined at the top of page 2:

Additional payments:

- \$276.20 in leave cash outs for terminated employees.
- \$3,607.56 in leave cash outs for current employees.
- \$1,760.81 in employee recognition awards for current employees.
- \$50,185.51 in overtime earnings (see chart for overtime hours by department).

Overtime hours by department:

Department	Hours
Administrative Services	29.00
City Attorney's Office	
City Manager's Office	
Community Planning & Development	
Finance	
Fire	447.50
Municipal Court	
Police	159.25
Public Works	51.00
Youth & Family Services	
Total Overtime Hours	686.75

RECOMMENDED ACTION

Approve the January 28, 2022 Payroll Certification (Exhibit 1) in the amount of \$842,718.00 and authorize the Mayor to sign the certification on behalf of the entire City Council.