



# CITY COUNCIL AGENDA

15728 Main Street, Mill Creek, WA 98012 (425) 745-1891

Pam Pruitt, Mayor • Brian Holtzclaw, Mayor Pro Tem • Sean Kelly • Donna Michelson •  
Vince Cavaleri • Mike Todd • Mark Bond

Regular meetings of the Mill Creek City Council shall be held on the first, second and fourth Tuesdays of each month commencing at 6:00 p.m. in the Mill Creek Council Chambers located at 15728 Main Street, Mill Creek, Washington. Your participation and interest in these meetings are encouraged and very much appreciated. We are trying to make our public meetings accessible to all members of the public. If you require special accommodations, please call the City Clerk at (425) 921-5732 three days prior to the meeting.

The City Council may consider and act on any matter called to its attention at such meetings, whether or not specified on the agenda for said meeting. Participation by members of the audience will be allowed as set forth on the meeting agenda or as determined by the Mayor or the City Council.

To comment on subjects listed on or not on the agenda, ask to be recognized during the Audience Communication portion of the agenda. Please stand at the podium and state your name and address for the official record. Please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Mayor or City Council.

Study sessions of the Mill Creek City Council may be held as part of any regular or special meeting. Study sessions are informal, and are typically used by the City Council to receive reports and presentations, review and evaluate complex matters, and/or engage in preliminary analysis of City issues or City Council business.

**Next Ordinance No.** 2015-800  
**Next Resolution No.** 2015-536

**November 24, 2015**  
**City Council Meeting**  
**6:00 p.m.**

**CALL TO ORDER:**

**FLAG SALUTE:**

**ROLL CALL:**

**AUDIENCE COMMUNICATION:**

- A. Public comment on items on or not on the agenda

**PRESENTATIONS:**

- A. Oath of Office for Councilmember Vince Cavaleri

*(Kelly M. Chelin, Director of Public Information/City Clerk)*

- B. Presentation for Outgoing Art and Beautification Boardmember Marla Nulph  
*(Donna Michelson, Councilmember and Liaison to the Art and Beautification Board)*

**NEW BUSINESS:**

- A. 2016 Property Tax Ordinances  
*(Rebecca C. Polizzotto, City Manager)*
- B. Comprehensive Plan Review for Chapters 11 through 14  
*(Rebecca C. Polizzotto, City Manager)*

**CONSENT AGENDA:**

- A. Approval of Checks #54556 through #54615 and ACH Wire Transfers in the Amount of \$1,335,862.23.  
*(Audit Committee: Councilmember Bond and Mayor Pruitt)*
- B. Payroll and Benefit ACH Payments in the Amount of \$283,626.15.  
*(Audit Committee: Councilmember Bond and Mayor Pruitt)*
- C. Regular City Council Meeting Minutes of November 10, 2015

**AUDIENCE COMMUNICATION:**

- A. Public comment on items on or not on the agenda

**REPORTS:**

- A. City Manager
- B. Mayor/City Council

**RECESS TO EXECUTIVE SESSION:**

*(Confidential Session per RCW 42.30)*

- A. Performance of a Public Employee per RCW 42.30.110 (1) (g)

**ADJOURNMENT**





Agenda Item # \_\_\_\_\_  
 Meeting Date: November 24, 2015

**CITY COUNCIL AGENDA SUMMARY**  
 City of Mill Creek, Washington

**AGENDA ITEM:    **SETTING PROPERTY TAX LEVIES FOR 2016****

**KEY FACTS AND INFORMATION SUMMARY:**

**Highest Lawful Levy:**

The basis for the City’s maximum property tax levy for 2016 begins with the highest lawful levy from the preceding year. The highest lawful levy for 2015 for Mill Creek is **\$5,965,311**. This compares to our actual 2015 levy of **\$5,748,412**. The difference between these figures is our banked capacity of \$216,899.

For 2016, the City is entitled to calculate its highest lawful levy based on an increase of: (1) 1% over the 2015 highest lawful levy; **plus** (2) new construction; **plus** (3) changes in the value of State utilities plus/minus refunds.

**Regular Property Tax Levy:**

In 2016, the City’s Assessed Value (AV) increased by 8.9% to \$3.058 billion. New construction in the City exceeded \$50 million. This is the highest level of new construction since the onset of the recession in 2008.

For 2016, the City Council can raise by simple majority vote: (1) the property tax levy up to the 2015 highest lawful levy amount; (2) **plus** 1%; (3) plus new construction. This calculation results in a maximum regular levy of **\$6,129,153**. This compares to an actual levy amount for 2015 of **\$5,748,412**.

The City has existing banked capacity of \$216,899 which may be utilized by the City. The table below shows levy rates, and property tax revenues, for various levy increases up to the maximum levy. Each one percent increase results in approximately \$57,000 in revenue to the City.

**Regular Property Tax Levy Considerations**

<b>Regular Property Tax Levy Considerations</b>					
	<b>A</b>	<b>B</b>		<b>C</b>	
<b>% Levy Increase</b>	<b>2015 Levy</b>	<b>Revenue Increase over 2015 Levy</b>	<b>Levy Rate</b>	<b>New construct. &amp; Refunds</b>	<b>Tax Revenue (A + B + C)</b>
1.0%	5,748,412	57,484	1.890	104,189	5,910,085
2.0%	5,748,412	114,968	1.909	104,189	5,967,569
3.0%	5,748,412	172,452	1.927	104,189	6,025,053
4.0%	5,748,412	229,936	1.946	104,189	6,082,537
4.811%	5,748,412	276,552	1.960	104,189	6,129,153

City Council Agenda Summary  
Page 2

**Emergency Medical Services Levy:**

The EMS levy has no banked capacity and is therefore limited to 1%. The table below shows levy rates and property tax revenues for an EMS levy of 1%.

EMS Property Tax Levy Considerations					
	A	B		C	
% Levy Increase	2015 Levy	Revenue Increase over 2015 Levy	Levy Rate	New construct. & Refunds	Tax Revenue (A + B + C)
Max 1%	1,229,547	12,295	0.404	22,288	1,264,130

**Impact on a Single-Family Home Owner:**

The impact to a single-family homeowner depends on both the change in the total tax levied and the change in the City's total assessed value. Overall, the City's AV increased by 8.9%; however, this does not mean that the assessed value of every home in the City increased by 8.9%.

The actual increase/decrease for a specific home would be dependent upon the change in AV for each individual property (e.g. if the City raises tax revenues by 3%, an individual homeowner's tax bill may change by more or less than the 3% depending on their property's change in assessed value). To demonstrate the foregoing, 6 residential properties in the City were selected to demonstrate the effect of imposing various levy increases:

1% Increase Regular & 1% EMS			
2015 Value	2016 Value	% AV increase (decrease)	Tax increase(decrease)
\$ 350,700	\$ 360,700	2.85%	\$ (24.82)
\$ 352,300	\$ 379,100	7.61%	\$ 13.51
\$ 462,600	\$ 470,900	1.79%	\$ (43.96)
\$ 448,200	\$ 440,200	-1.78%	\$ (79.40)
\$ 379,700	\$ 407,900	7.43%	\$ 12.99
\$ 516,300	\$ 546,600	5.87%	\$ (0.80)
2% Increase Regular & 1% EMS			
2015 Value	2016 Value	% AV increase (decrease)	Tax increase(decrease)
\$ 350,700.0	\$ 360,700.0	2.85%	\$ (18.19)
\$ 352,300.0	\$ 379,100.0	7.61%	\$ 20.48
\$ 462,600.0	\$ 470,900.0	1.79%	\$ (35.31)
\$ 448,200.0	\$ 440,200.0	-1.78%	\$ (71.31)
\$ 379,700.0	\$ 407,900.0	7.43%	\$ 20.49
\$ 516,300.0	\$ 546,600.0	5.87%	\$ 9.25



City Council Agenda Summary  
Page 3

3% Increase Regular & 1% EMS			
2015 Value	2016 Value	% AV increase (decrease)	Tax increase(decrease)
\$ 350,700	\$ 360,700	2.85%	\$ (11.63)
\$ 352,300	\$ 379,100	7.61%	\$ 27.38
\$ 462,600	\$ 470,900	1.79%	\$ (26.74)
\$ 448,200	\$ 440,200	-1.78%	\$ (63.30)
\$ 379,700	\$ 407,900	7.43%	\$ 27.91
\$ 516,300	\$ 546,600	5.87%	\$ 19.20
4% Increase Regular & 1% EMS			
2015 Value	2016 Value	% AV increase (decrease)	Tax increase(decrease)
\$ 350,700.0	\$ 360,700.0	2.85%	\$ (4.99)
\$ 352,300.0	\$ 379,100.0	7.61%	\$ 34.35
\$ 462,600.0	\$ 470,900.0	1.79%	\$ (18.08)
\$ 448,200.0	\$ 440,200.0	-1.78%	\$ (55.20)
\$ 379,700.0	\$ 407,900.0	7.43%	\$ 35.41
\$ 516,300.0	\$ 546,600.0	5.87%	\$ 29.25
Maximum Regular & 1% EMS			
2015 Value	2016 Value	% AV increase (decrease)	Tax increase(decrease)
\$ 350,700	\$ 360,700	2.85%	\$ 0.45
\$ 352,300	\$ 379,100	7.61%	\$ 40.07
\$ 462,600	\$ 470,900	1.79%	\$ (10.97)
\$ 448,200	\$ 440,200	-1.78%	\$ (48.56)
\$ 379,700	\$ 407,900	7.43%	\$ 41.57
\$ 516,300	\$ 546,600	5.87%	\$ 37.50

**CITY MANAGER RECOMMENDATION:**

The 2015-2016 budgeted General Fund expenditures exceed budgeted revenues by approximately \$1.8 million. The budgeted deficit would be \$2.4 million without the REET subsidy. The City's ability to subsidize the General Fund with REET monies sunsets in 2016. While year-to-date budget actuals are positive, costs continue to outpace revenues. The City faces a substantial fire/EMS cost increase in 2016, and an unknown fire/EMS contract that will have substantial future fiscal impacts.

For purposes of fiscal stability, the City Council is encouraged to begin addressing the budget deficit by first focusing on replacing those general fund revenues resulting from the REET transfer that will soon expire. Accordingly, for 2016, the City Manager recommends a regular property tax levy increase of 3% and an EMS levy increase of 1%.

**ATTACHMENTS:** EMS Levy Ordinance, Regular Property Tax Levy Ordinance.

Respectfully Submitted:

Rebecca C. Polizzotto  
City Manager

**ORDINANCE NO. 2015 - \_\_\_\_**

**AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING EMERGENCY MEDICAL SERVICES PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2016.**

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WHEREAS, the City's actual Emergency Medical Services (EMS) property tax levy in 2015 was \$1,229,547 and the City's population is more than 10,000; and

WHEREAS, The City Council of the City of Mill Creek adopted Ordinance 2015-799, which found a substantial need to set the 2016 EMS property tax levy limit at one hundred one percent; and

WHEREAS, the City Council of the City of Mill Creek has properly given notice of and held a public hearing pursuant to RCW 84.55.120 on November 10, 2015, regarding the establishment of the City's EMS property tax levy for 2016; and

WHEREAS, the City Council of the City of Mill Creek, after such hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Mill Creek requires an EMS levy in the amount of \$1,264,130 which includes a 1% increase in the EMS property tax revenue from the previous year and additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, and any annexations that have occurred or refunds made; and

WHEREAS, the electorate of the City has previously voted to tax themselves for emergency medical services at a rate not to exceed forty-five cents per thousand dollars of assessed value.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. In accordance with the requirements of law, including RCW 84.55.010, an increase in the Emergency Medical Service tax levy is hereby authorized for the 2016 levy in the amount of \$12,295 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state-assessed property, and annexations that have occurred and refunds made.

Section 2. A summary of this ordinance, consisting of its title, shall be published in the

official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication but no later than January 1, 2016.

Passed in open meeting this 24th day of November, 2015 by a vote of \_\_\_\_\_ for, \_\_\_\_\_ against, and \_\_\_\_\_ abstaining.

APPROVED:

\_\_\_\_\_  
PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
KELLY CHELIN, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
SHANE A. MOLONEY, CITY ATTORNEY

FILED WITH THE CITY CLERK: \_\_\_\_\_

PASSED BY THE CITY COUNCIL: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE NO. 2015 - \_\_\_\_**

**AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING REGULAR PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2016.**

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WHEREAS, the City's actual regular levy in 2015 was \$5,748,412 and the City's population is more than 10,000; and

WHEREAS, The City Council of the City of Mill Creek adopted Ordinance 2015-799, which found a substantial need to set the 2016 regular property tax levy limit at one hundred one percent; and

WHEREAS, the City Council of the City of Mill Creek has properly given notice of and held a public hearing pursuant to RCW 84.55.120 on November 10, 2015, regarding the establishment of the City's regular property tax levy for 2016; and

WHEREAS, the City Council of the City of Mill Creek, after such hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Mill Creek requires a regular levy in the amount of \$\_\_\_\_\_ which includes a one percent (1%) increase in regular property tax revenue from the previous year and additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, and any annexations that have occurred or refunds made in order to discharge the expected expenses and obligations of the City of Mill Creek.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. In accordance with the requirements of law, including RCW 84.55.010, an increase in the regular property tax levy is hereby authorized for the 2016 levy in the amount of \$\_\_\_\_\_ which is a percentage increase of \_\_\_\_\_% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state-assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. A summary of this ordinance, consisting of its title, shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication but no later than January 1, 2016.

Passed in open meeting this 24th day of November, 2015 by a vote of \_\_\_ for, \_\_\_ against, and \_\_\_ abstaining.

APPROVED:

\_\_\_\_\_  
PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
KELLY CHELIN, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
SHANE A. MOLONEY, CITY ATTORNEY

FILED WITH THE CITY CLERK: \_\_\_\_\_

PASSED BY THE CITY COUNCIL: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

## CHAPTER XI STREETSCAPE ELEMENT

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### INTRODUCTION

The City of Mill Creek has applied streetscape standards since 1992 to establish roadway buffers and cutting preserves along collector and arterial streets throughout the City. The application of these standards has contributed greatly to the attractive appearance of streets throughout the City and created a safer pedestrian environment for Mill Creek residents.

The purpose of the Streetscape Element is to establish general policies and design guidelines for the aesthetic improvements within and adjacent to the City's major street right-of-ways and City entrances. The Streetscape Policies are intended to guide the treatment of roadway buffers ~~to achieve their function~~, provide a visual buffer between development and the street, create a comfortable street space for vehicles and pedestrians, maintain continuity of the City's unique natural design concepts and preserve existing natural vegetation ~~where appropriate~~.

### STREETSCAPE ISSUES

As the City of Mill Creek and the region as a whole continue to develop, existing roads will have to be upgraded to carry more traffic, providing the opportunity to improve the design and appearance of such roads and streets. The addition of tastefully designed medians, landscaping, screening and buffers adds to the appearance of the streets as well as protecting residences from roadway noises.

Impervious surfaces, such as roadways, contribute to the amount of stormwater runoff that flows into area streams. This can be minimized by planting landscaping along roadways that slows the flow of the water and allows it the opportunity to filter into the soil rather than to run off onto paved surfaces.

Infrastructure damage (i.e., damage to sidewalks and roads caused by tree roots) has increased significantly in recent years and is having a financial impact on the City.

~~The present design characteristics of Village Green Drive and Trillium Boulevard represent a design image that could be applied to other arterial and collector streets in the City and its MUGA.~~

### STREETSCAPE POLICIES

~~This section of the Streetscape Element identifies specific roadways within the City and its MUGA that are subject to the Streetscape design standards and policies established in~~



~~this chapter. These roads include all arterial and collector streets identified on the Transportation Map in the Transportation Element and include:~~

- ~~• **SR 527:** extending south from 132<sup>nd</sup> Street SE (SR 96) to 183<sup>rd</sup> Street SE.~~
- ~~• **164th Street SE:** extending east from Interstate 5 to SR 527.~~
- ~~• **Mill Creek Road/Seattle Hill Road:** extending east from SR 527 to SR 96.~~
- ~~• **State Route 96:** extending east from Interstate 5 to the eastern MUGA limits.~~
- ~~• **North Creek Drive:** extending north from Heatherwood Drive to Dumas Road.~~
- ~~• **Dumas Road:** extending west from SR 527 to SR 96.~~
- ~~• **35th Avenue SE:** extending from 132<sup>nd</sup> Street SE to the southern MUGA limits.~~

~~A section drawing has been prepared for each of the above streets, indicating number of lanes, sidewalk widths and locations, street tree locations, medians and turn lanes. These illustrations are intended to be used as the basis for designing road improvements through City capital facility projects or as improvements made in conjunction with private development. For those arterial and collector streets that are identified on the Transportation Map in the Transportation Element of the Comprehensive Plan, but not listed above, the policies within the Streetscape Element shall still apply.~~

~~If the City determines that a street proposed within the MUGA, but not identified on the above list, will be classified as an arterial or collector street, the City will revise this element and/or the Transportation Element as appropriate to include the additional roadway and will apply the established Streetscape Element policies to said street.~~

~~This section of the Streetscape Element contains policies to be applied to arterial and collector streets identified on the Street Functional Classification Map in the Transportation Element. A typical section drawing has been prepared for arterial and collector streets (Figures XI-1 and XI-2) indicating number of lanes, sidewalk widths and locations, street tree locations, medians and turn lanes. These illustrations are intended to be used as the basis for implementing development regulations / standard plans, which specify the required design elements for City road projects as well as road improvements made in conjunction with private development.~~

The following policies are broad objectives that will be implemented through specific standards incorporated into the City's development regulations / Design and Construction Standard Plans. Where specific standards are required by the policies, modifications to such standards are allowable through the variance procedures and criteria established in the City's Development Code.



**General Policies**

*Policy 1.01*

~~Incorporate applicable elements of the typical Streetscape Plans depicted on Figures XI-1 and XI-2 in dDevelopment proposals and capital facility projects for road improvements adjacent to identified roadwaysarterial and collector streets shall incorporate applicable elements of the Streetscape Plans depicted on Figures XI-1 through XI-7 during the design and construction of the affected roadway section. Dedicate aAdditional right-of-way ~~shall be dedicated~~ along collectors and arterials where necessary to achieve the planned street section.~~

*Policy 1.02*

~~The City shall incorporate~~Incorporate specific Streetscape Standards into the Subdivision Ordinance development regulations / Design and Construction Standard Plans in order to provide exact requirements for improvement and construction of the City's collector and arterial street network.

*Policy 1.03*

Upon annexation to the City, apply the Streetscape Element policies to roads classified as arterials and collectors in the County. With future updates of the Comprehensive Plan, update the City's Street Functional Classification Map in the Transportation Element to include any annexed arterial and collector streets.

**Right-of Way Policies**

*Policy 2.01*

~~Provide Landscaping—landscaping~~ within the street right-of-way ~~should~~consisting primarily of deciduous street trees, shrubs and sod and/or groundcover. Desirable street trees are those that are well suited to the urban environment, ~~and~~create a canopy as they mature, do not require excessive maintenance, and do not damage nearby sidewalks and other infrastructure. Proposed street tree species must be on the approved street tree list, or approved by the City's Design Review Board.

*Policy 2.02*

~~Provide five-foot minimum~~landscaped planting areas within the right-of-way or roadway buffer ~~shall be provided on both sides of the street~~ between the curb and sidewalk, where possible and practical ~~(applies to both sides of the street).~~

*Policy 2.03*

~~Provide Landscaped—landscaped~~ medians ~~shall be provided~~ in the center of collector and arterial street right-of-ways where practical and appropriate. Suitable locations include areas where adequate right-of-way is available, where access to existing and future local collector and neighborhood streets will not be impaired, where they create a sense of entry into neighborhoods or commercial areas and where traffic calming would be beneficial.



*Policy 2.04*

~~Ensure that sight distance requirements are met for street trees and landscaping as set forth in the current edition of the AASHTO policy manual for Geometric Design of Highways and Streets sets forth sight distance requirements for All street trees and landscape installation shall meet all applicable City requirements for sight line distance and sight triangles.~~

*Policy 2.05*

~~Ensure that Sidewalks sidewalks shall conform to all applicable City city Standards standards and be are installed as depicted on Figures XI-1—7 in the development regulations / Design and Construction Standard Plans.~~

*Policy 2.06*

~~Ensure that appropriate right-of-way widths and roadway functional elements are included in the street cross section as set forth in the adopted City Roadway Functional Classification standards.~~

**Roadway Buffer Policies**

*Policy 3.01*

~~Buffer widths shall be as follows, and shall be measured from the edge of the right-of-way along all collector and arterial streets:~~

- ~~• Commercial areas: 35 feet~~
- ~~• Residential areas: 50 feet~~

~~The purpose of these Provide roadway buffers is to protect existing stands of healthy significant trees and understory vegetation, separate pedestrian activity from the street and enhance these buffers with appropriate vegetation where the existing vegetative stands are of poor quality or non-existent. Wider roadway buffers are appropriate in residential zones. Specific roadway buffers widths are established in the development regulations.~~

*Policy 3.02*

~~To the greatest extent possible In residential and commercial areas where screening is desired, retain existing vegetation within roadway buffers shall be retained, and may only be removed allow removal only if significant trees are diseased or hazardous as determined by a certified arborist, or if invasive vegetation is present. In commercial districts, selective removal of vegetation is allowed to promote visibility of commercial uses.~~

*Policy 3.03*

Landscape treatment of the roadway buffers shall can include one or more of the following forms, depending on the presence and condition of existing vegetation,

adjacent uses (e.g., residential versus commercial), and the landscape treatment of existing buffers in the immediate area. In general, buffers in residential areas should provide greater screening and privacy from roadways and utilize treatments that are more natural in appearance. In commercial areas, landscaping should utilize a more formal treatment.

**Native Growth:** includes The-the retention and preservation of existing topography and undisturbed vegetation. Existing vegetation may be enhanced with native species where edges have been disturbed by construction, or to achieve a consistent density of plant materials throughout the buffer.

**Natural Plantings:** includes The-the retention of suitable existing vegetation (healthy, non-invasive) supplemented with areas of new vegetation selected to complement the existing vegetation, including trees, shrubs, groundcover and sod. The use of native plants is encouraged to achieve a more informal planting scheme. Minor changes to existing topography may be made to achieve a naturalized planting scheme, while. Such changes shall avoiding impacts to the driplines of existing significant trees.

**Formal Plantings:** includes The-the removal of the majority of natural vegetation, grading and re-vegetation planting with trees, shrubs, groundcover and sod to achieve a more formal/manicured appearance. Roadway buffers adjacent to commercial land uses and the entrances to residential developments are examples where formal plantings may be appropriate. In this landscape scheme, plant materials can consist of more formal, ornamental species.

*Policy 3.04*

Use appropriate landscaping and retaining structures where there is a significant grade change in the land adjacent to the street, ~~appropriate landscaping and retaining structures, where necessary, shall be used.~~



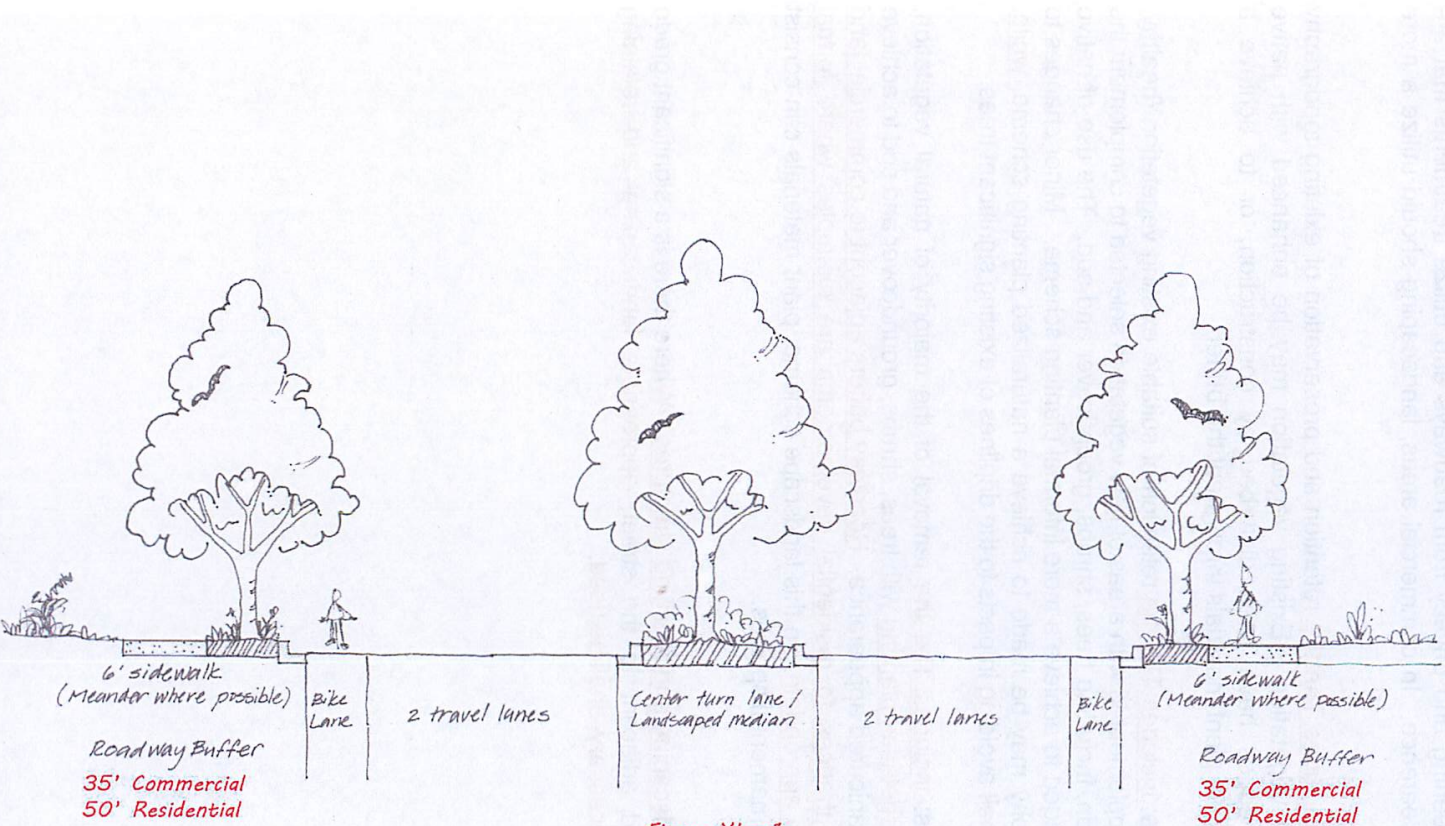


Figure XI - 1  
Typical Arterial Streetscape

Streetscape Element (~~Modified 06/13~~ Effective 2015: Council Ord. 2015- ) XI-6

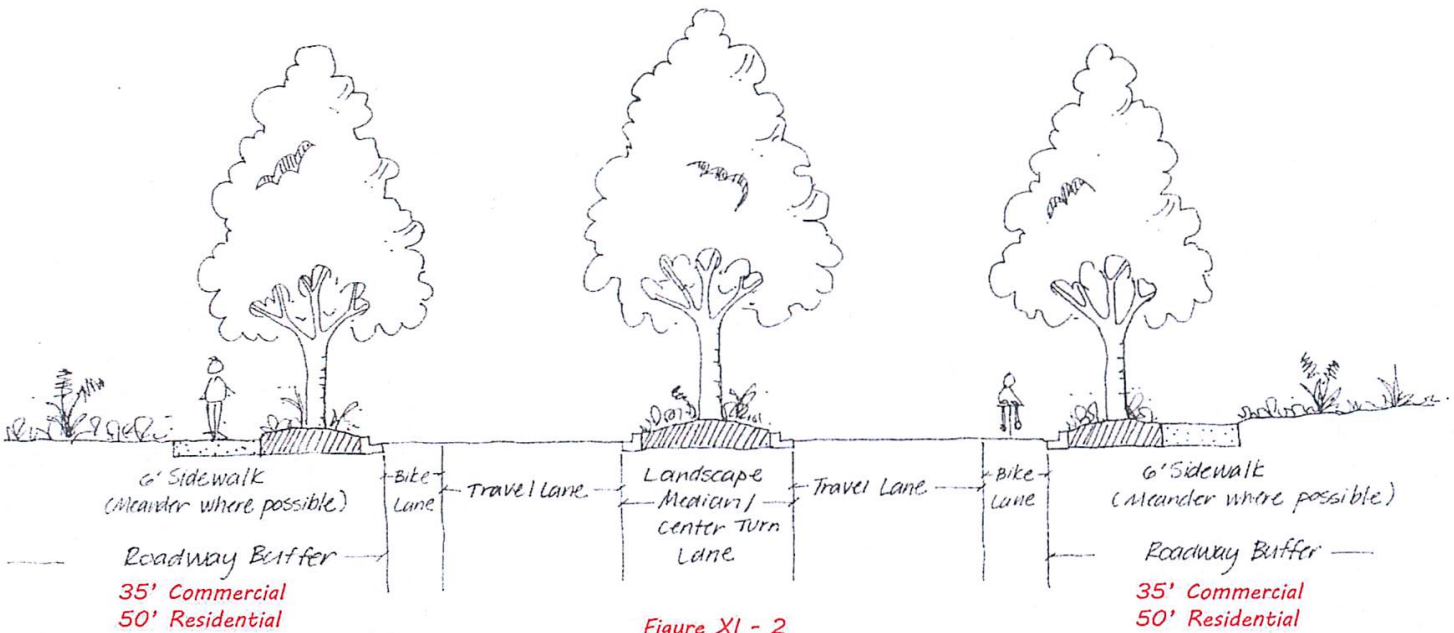


Figure XI - 2  
Typical Collector Streetscape

Streetscape Element (~~Modified 06/13~~ Effective \_\_\_\_\_, 2015; Council Ord. 2015- \_\_\_\_\_ ) XI-7



**CHAPTER XII**  
**ENVIRONMENTAL FEATURES ELEMENT**

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**INTRODUCTION**

Mill Creek originally developed in the 1970s as a planned residential community in a natural setting. Neighborhoods were built around an extensive system of open space corridors and a golf course, and the City was surrounded by undeveloped land. The retention of natural areas such as wetlands and stream corridors contribute greatly to the quality of life in Mill Creek.

The Puget Sound region has seen significant growth in the last several years. With the advent of Growth Management in the early 1990s, development focused within established Urban Growth Areas. Urban development within Mill Creek and its Municipal Urban Growth Area increases pressure upon the natural environment.

The ~~recent~~ listings of ~~the~~ Chinook salmon and steelhead as a threatened ~~and-endangered~~ species under the Federal Endangered Species Act, as well as the state requirement for jurisdictions to incorporate Best Available Science into their environmentally critical areas ~~Critical Area R~~regulations, has brought increased attention to the impacts of development upon natural systems. In the face of increased growth and the need to comply with these and other environmental regulations-changes in the regulatory landscape, Mill Creek is faced with new challenges to achieve a balanced relationship between development and protection of the natural environment.

The overall purpose of the Environmental Features Element is to provide policy guidance for the long-term preservation of environmentally sensitive-critical areas and how the built environment should co-exist with the natural environment. The policies, established later in this chapter, are based upon an analysis of existing environmental features and conditions, environmental and regulatory issues and community values regarding the protection of the City's environmental resources using Best Available Science. ~~Identification-Understanding~~ of existing conditions provides the basis for identifying key environmental issues that can then be addressed through policies that target general and specific areas of environmental resource protection, which are then implemented through development regulations.

**ENVIRONMENTAL RESOURCES**

**Inventory of Environmentally Sensitive-Critical Areas**

This section identifies existing environmentally sensitive-critical areas, and provides a description of existing conditions. Sources of information in developing this inventory include a stream map ~~generated by the Mill Creek Public Works Department~~, wetland

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Environmental Features Element (~~Modified 04/09~~Effective \_\_\_\_\_, 2015; Council Ord. 2015-\_\_\_\_\_)XII-1



delineations prepared in conjunction with private development proposals, National Wetland Inventory maps, the Snohomish County Stream and Wetlands Survey (August 1986), the Natural Resources Conservation Service Soil Conservation Service's Soil Study-Survey of Snohomish County (July 1983) and the Flood Insurance Rate Maps generated by the Federal Emergency Management Agency (November 1999). In conjunction with the 2004 Comprehensive Plan update, the City's wetland consultant verified the wetland boundaries established in Snohomish County's wetland survey (~~more detailed information can be found in the Background Document, available for public review at Mill Creek City Hall~~).

Environmentally sensitivecritical areas are displayed on the Wetlands, Steep Slopes, Floodplains and Aquifer Recharge Areas maps. These maps are intended to show the general location of known environmentally sensitivecritical areas; site-specific identification and delineation ~~shall will be conducted by the property owner is required~~ at the time of a project proposal.

It should be noted that the City of Mill Creek does not contain any shorelines of the statestatewide significance as defined by RCW 90.58.030, and thus, is not required to adopt a Shoreline Management Plan.

### Wetlands

Wetlands of various sizes occur within Mill Creek and its MUGA and ~~are many of the larger wetlands are~~ depicted on the Wetlands map. Some of these ~~larger~~ wetland systems include those associated with the riparian habitats of North Creek, Penny Creek, Tambark Creek and Nickel Creek. Of these systems, the North Creek wetlands ~~are is~~ the most extensive, running from the northern city limits to the southern city limits and beyond. In places, the wetlands ~~is are~~ several hundred feet in width and ~~is~~ dominated by forested vegetation.

Other wetlands include those associated with Sitka Creek and Mill Creek. Several Numerous depressional and slope isolated wetlands of varying size are situated throughout the City. The peat substrate, bog-like wetland systems in the vicinity of Thomas Lake along 35<sup>th</sup> Avenue SE ~~Of these wetlands, the are fairly most unique; relatively few such wetlands occur in Snohomish County is a bog wetland, located south of 132<sup>nd</sup> Street SE.~~

The 2003 Wetland Assessment indicates varying conditions of wetlands within Mill Creek. While some wetlands were found to be in good condition, others were found to be significantly degraded. The reasons for these varying conditions ranged from past agricultural activities (including grazing) to fragmentation, to increased surface water runoff resulting from urban development and the attendant loss of natural vegetation.



**Streams and Drainage Ways**

The City of Mill Creek lies within the Sammamish River watershed, which is comprised predominantly of the North Creek basin and a small portion of the Little Bear Creek basin. There are seven primary sub-basins that make up the drainage area of Mill Creek and its MUGA including North Creek, Penny Creek, Tambark Creek, Mill Creek, Silver Creek, Swamp Creek and Nickel Creek. A small portion of the Little Bear Creek sub-basin is located within the eastern portion of the MUGA.

*North Creek*

Of the five streams within the City, North Creek is the largest with respect to volume and channel width. Originating in Everett, North Creek runs the full extent of the City from the north end to the south end, and then flowing south until it merges with the Sammamish River in the City of Bothell. North Creek ~~has historically contained~~ steelhead and provides spawning and rearing habitat for Chinook ~~salmon both of,~~ which have been identified as ~~a threatened and endangered~~ species under the Federal Endangered Species Act. Other salmon species such as Coho salmon and Sockeye salmon also occur in North Creek. Together with its associated wetlands, North Creek comprises a significant riparian system of both local and regional importance. As development has occurred along the North Creek corridor, conservation easements have been granted to the City to permanently protect this valuable resource.

*Penny Creek*

Penny Creek originates outside the City, flowing from the north to Thomas Lake, and then running in a westerly direction through the golf course and underneath SR 527 before merging with North Creek. Many of the upper reaches of Penny Creek are absent of riparian vegetation as a result of past development activity. Like North Creek, Penny Creek supports salmonid species including Coho salmon, steelhead and Sockeye salmon.

*Nickel Creek*

Nickel Creek is a salmon-bearing stream that originates within the City of Mill Creek in the vicinity of the Chatham Park development. Nickel Creek is tributary to North Creek, and has undisturbed riparian vegetation along the majority of the creek.

*Mill Creek*

Mill Creek is a minor tributary of North Creek and originates east of SR 527. Mill Creek was informally referred to as Smokehouse Creek for a number of years, but in 2001 was officially named Mill Creek by the State Board of Geographic Names. Coho salmon are likely to be present in Mill Creek.

The upper reaches of Mill Creek have been disturbed by past development activities, but the lower portion (beginning at ~~Merrill Garden~~ the senior housing development located at 14905 Bothell-Everett Highway) is undisturbed.



Sitka Creek

Sitka Creek is another minor tributary of North Creek, originating near the City's northern boundary near McCollum Park. The creek and its associated wetlands have experienced little pressure from development until recently, with the ~~commencement-construction~~ of several residential projects ~~within the SR-527 Subarea nearby~~. In an effort to preserve the pristine character of Sitka Creek, these developments have utilized stormwater facilities designed to minimize impacts upon the creek.

Tambark Creek

Tambark Creek originates south of Thomas Lake and flows south, crossing under 180<sup>th</sup> Street SE, then flowing westward into Silver Creek.

Fish and Wildlife

Development within Mill Creek and surrounding areas has significantly reduced available habitat for fish and wildlife. The loss of forested areas that once dominated the landscape has resulted in the loss of habitat for birds and ~~other~~ animals, and ~~an-has~~ accelerated ~~the~~ volume and rate at which runoff enters streams and rivers. This runoff transports pollutants and sediments into streams, which degrade stream conditions that support fish and other aquatic species. The loss of vegetation adjacent to streams increases in-stream temperatures and eliminates available woody debris that ~~is-are an-essential ingredients~~ of a healthy stream system.

Because Mill Creek residents place a high value upon the natural environment, many areas have been preserved as the City has developed. Riparian corridors, such as the North Creek, Penny Creek and Tambark Creek corridors, as well as the extensive network of open space throughout the City, provide excellent habitat and movement corridors for birds, ~~fish~~ and mammals. Herons are often seen flying along the North Creek Greenway, and ~~Red-red- Tail-tailed~~ hawks ~~and Bbald Eeagles~~ can be seen soaring above the ~~County-North Creek~~ Park located just south of Mill Creek.

~~Streams provide habitat for several fish species. North Creek has historically contained Chinook salmon, which were listed as a threatened and endangered species under the Endangered Species Act in 2001.~~

Groundwater Resources/Aquifer Recharge Areas

Groundwater is present throughout Mill Creek, though a comprehensive study has not been conducted to determine the location and depth of groundwater. The groundwater regime is important because of its role in ~~transporting-discharging~~ surface water into wetlands and streams, and in maintaining stream base flows during dry periods. Groundwater also supports aquifers for domestic drinking supplies. The majority of Mill Creek is now supplied with water from a public water system, although a small number of residents rely on private wells for their supply of potable water.



Aquifer recharge areas function as large underground “reservoirs” of water that provide water to wells for domestic use. Snohomish County has identified certain aquifers as critical aquifers because they provide the primary source of drinking water for most of the County residents. Based upon an inventory conducted by Snohomish County in 2003, ~~aquifer recharge areas there are some low to moderate aquifer sensitivity areas are not present within the city limits, but are present in the East UGA Subarea.~~

#### **GEOLOGIC HAZARD AREAS**

Geologic hazard areas include those areas that are susceptible to erosion or landslides. These areas have been identified on the Steep Slopes map, and occur primarily north of Nickel Creek (south of Seattle Hill Road), on the west and south sides of Dumas Road and west of North Creek. According to the Snohomish County Soil Survey, these areas exhibit steep slopes and contain soil types that are prone to erosion or slippage.

#### **ENVIRONMENTAL ISSUES**

##### **Stormwater Management**

##### *Water Quality*

Sedimentation in North Creek and its tributaries ~~and associated wetlands~~ results from stormwater run-off, inadequate erosion control measures, inappropriate grading practices and other non-point source discharges ~~into wetlands and streams~~. Sediments have an adverse impact on water quality in the streams and may result in continued degradation of habitat for salmon and ~~other~~ aquatic vegetation. Along with sediment, stormwater run-off carries other pollutants that have an adverse impact on water quality in wetlands and streams.

With continued development in the North Creek watershed, the amount of impervious surface is increased. Paved surfaces and compacted soils do not allow water to infiltrate, ~~causing increased volumes of runoff at higher velocities and greater frequencies which interrupts the natural hydrologic cycle.~~ ~~Without proper stormwater mitigation measures,~~ ~~This~~ leads to increased stream flows and possible flooding, scouring of stream channels, deposition of sediment and loss of aquatic habitat.

##### *Regional Issues*

Streams and wetlands do not recognize jurisdictional boundaries. Decreased water quality and increased volumes and frequencies of surface water can have significant and cumulative impacts on downstream water bodies. In particular, ~~Mill North~~ Creek is tributary to the Sammamish River, which provides habit for ~~Chinook several species of~~ salmon.

Mill Creek recognizes the importance of regional coordination in developing strategies to protect threatened and endangered species. To this end, the City is participating in Watershed Resource Inventory Area (WRIA 8) with other jurisdictions within the WRIA for the purpose of salmon recovery. The City participates on a regional level and is

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responsible for addressing long-term watershed planning and conservation for watershed basins within the City and the MUGA.

**Groundwater Protection**

Ongoing development decreases the amount of pervious ground that is essential for the infiltration of precipitation into a water table or aquifer. The interruption of this natural process may impact the recharge of wetlands and aquifers through groundwater transport and reduce base flows. Further, impervious areas generate a higher volume of pollutant-laden stormwater, which can impact the quality of water within both streams, wetlands and aquifers.

~~Over half of the East UGA Subarea~~The area just north of the intersection of Seattle Hill Road and 35<sup>th</sup> Ave. SE, along with the majority of the southeastern MUGA are designated located within as a Sole Source Aquifer for the Cross Valley Water District. Thus, land developments in this area should take measures to reduce impervious areas. Stormwater systems for these developments should be designed to minimize impacts to groundwater resources serving the Cross Valley Water District.

**Wetland Preservation**

A wetland can be associated with and adjacent to a stream or lake, ~~or may be isolated located in a depression or may occur due to seepage along a slope from a water source.~~ Wetlands serve several very important purposes such as protecting water quality, recharging groundwaters of water quantity, storing stormwater and attenuating floods attenuation, and providing habitat for wildlife habitat and stormwater retention functions. Naturally occurring wetlands are threatened by development in the Mill Creek area.

In 2001 the state legislature adopted ~~new~~ rules requiring that jurisdictions update their Critical Area Regulations using “Best Available Science.” The City of Mill Creek has adopted regulations to protect wetlands that are based upon the Bbest Aavailable Sscience will be required, under this new law, to evaluate the adequacy of its existing wetland regulations.

**Stream Preservation**

Similar to wetlands, streams within Mill Creek are threatened by development. Streams provide habitat for fish and other aquatic species. Riparian corridors provide habitat and movement corridors for birds and mammals. The loss of vegetative cover and increased impervious areas increases the volume, rate and velocity of stormwater runoff, and transports sediment and pollutants into streams, impacting streams and the species that use those waters for spawning, rearing and migration. habitat.

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Environmental Features Element (Modified 04/09 Effective , 2015; Council Ord. 2015- )XII-6



**Endangered Species Protection**

With the federal listings of ~~the~~ Chinook salmon and steelhead under the Endangered Species Act, the City faces increased responsibility for balancing economic growth with protection of the natural environment. Development of a comprehensive strategy is key to achieving this balance. Such a strategy must take into account several factors such as the long-term economic goals of the City, current development patterns and practices, integration of the ~~new~~ Best Available Science rules into the City's Critical Area Regulations, and the City's commitment to a regional strategy for resource protection.

The restoration and maintenance of salmonid habitat is another key component of a comprehensive strategy. Opportunities for restoration are largely driven by the availability of state or federal funds for such purposes. If funds are not available to implement restoration projects, the City can focus on community-wide education and the preservation of remaining resources.

**Erosion Control**

Slopes over 15 percent may have severe limitations for development and slopes over 40 percent are generally considered unsuitable for development. Vegetated slopes left in their natural state are less susceptible to erosion than unvegetated slopes, provide valuable wildlife habitat and act as buffers for an associated stream or wetland.

**Aesthetic Values**

Significant stands of trees in the City lend an aesthetically pleasing image to the City's landscape as well as providing valuable habitat for wildlife. Additionally, vegetated areas provide erosion control along steep slopes and act as buffers along stream banks. As more trees and vegetation are removed, the potential for run-off and erosion adding sediment and pollutants to wetlands and streams will increase.

As more vegetated areas are developed, valuable habitat is lost, decreasing the potential for wildlife to continue to live in the natural areas of the City. The loss of natural vegetation also diminishes the wooded setting that characterizes Mill Creek and contributes to the quality of life for Mill Creek residents.

**Air Quality**

Air quality may continue to deteriorate so long as land development continues and the population in the area increases. Factors contributing to poor air quality include suspended particulates from woodstoves and fireplaces, construction activities and increased exhaust fumes from the higher volumes of traffic. ~~Land development in the surrounding areas has an impact on the City due to smoke from woodstoves and fireplaces, construction activities and added traffic.~~ Suspended air pollutants gather in valleys and topographic depressions during certain times of the year causing an increase in carbon monoxide and particulate levels.

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Environmental Features Element (~~Modified 04/09~~Effective \_\_\_\_\_, 2015; Council Ord. 2015-\_\_\_\_\_)XII-7



**Noise**

Noise pollution may continue to increase as growth occurs and the population increases. The primary source of noise pollution is from increased traffic traveling through the City. Noise is a form of pollution that has direct and harmful effects upon the public's health and welfare and adversely affects the livability, peace and comfort of the residents and community as a whole. Like many forms of pollution, noise is both a local and regional issue.

**ENVIRONMENTAL POLICIES**

**Water Management Resource Policies**

*Policy 1.01*

~~Encourage~~ Land developments ~~should be encouraged~~ to use low impact development techniques to minimize the amount of impervious surface dedicated to streets, driveways and roofs. Use of these techniques will help reduce the amount of stormwater runoff and provide greater protection of surface and groundwater resources. ~~Stormwater facilities should be incorporated into new developments meet the requirements of the current Department of Ecology Stormwater Management Manual.~~

*Policy 1.02*

~~Ensure that~~ Land developments ~~shall~~ include stormwater facilities that meet or exceed the requirements of the current Department of Ecology Stormwater Management Manual.

*Policy 1.03*

~~The City should continue~~ Continue ~~its~~ efforts with regional coalitions, Snohomish County and other jurisdictions to promote erosion and stormwater control measures, reduce pollution and improve water quality within the City and MUGA.

*Policy 1.04*

~~The City should undertake~~ Undertake a program to educate residents about water quality and quantity management issues including the initiation of "Best Management Practices" for residential neighborhoods situated adjacent to wetlands, streams and other watercourses.

**Wetland and Stream Preservation Policies**

*Policy 2.01*

~~Ensure that~~ Land development activities ~~should~~ avoid straightening, channelizing, and rerouting existing drainage courses. ~~Ensure that~~ Structures and impervious surfaces ~~should beare~~ set back from streams and wetlands ~~to ensure~~ so that riparian vegetation and wetland buffers are ~~undisturbed~~ maintained in a naturally vegetated condition.

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Environmental Features Element (~~Modified 04/09~~ Effective \_\_\_\_\_, 2015; Council Ord. 2015-\_\_\_\_) XII-8

*Policy 2.02*

Protect Wetlandswetlands, streams and associated buffers ~~should be left~~ in their natural state to preserve wildlife habitat, maintain hydrologic functions, and protect water quality and quantity ~~values~~. ~~The alteration~~ Alteration of wetlands and streams and their buffers through clearing, grading, draining and or filling is discouraged.

*Policy 2.03*

Ensure that bBuffer widths for streams and wetlands ~~shall be~~ the minimum width necessary to protect the integrity, function and value of the resource and ~~shall be~~ are based upon Best Available Science rules adopted by the state of Washington (RCW 36.70A.172 and WAC 365-195, part 9).

*Policy 2.04*

Allow Altering alteration of wetlands and streams ~~shall only be allowed~~ after it has been demonstrated that no design alternative exists to afford reasonable economic use of the property and when compensatory mitigation is provided that adequately compensates the hydrologic functions, ~~water quality functions~~ and values and lost wildlife habitat. Proposals to alter wetlands and streams shall ~~be based upon~~ reflect and incorporate the Best Available Science.

*Policy 2.05*

Protect sStreams, wetlands, and their associated buffers ~~shall be protected~~ in perpetuity through the use of tracts, conservation easements or other means to achieve permanent protection.

*Policy 2.06*

Clearly identify Wetlands-wetlands and other watercourses on development site plans and City Critical Areas Maps ~~shall be clearly identified~~.

*Policy 2.07*

~~The City will seek~~ Seek opportunities to enhance and restore wetland, stream and wildlife habitat areas within the City and MUGA.

**Fish and Wildlife/Habitat Policies**

*Policy 3.01*

Protect fish and wildlife habitat through the development of a land use plan and development regulations that are sensitive to valuable habitat areas.

*Policy 3.02*

Restore and maintain federally-listed threatened ~~and or~~ endangered species, and protect the habitat upon which they rely.



*Policy 3.03*

~~The City shall adopt~~ implement Critical Area Regulations that consider the presence of species that are listed as threatened ~~and or~~ endangered under the Endangered Species Act.

*Policy 3.04*

~~The City shall adopt~~ implement Critical Area Regulations based upon Best Available Science rules adopted by the state of Washington.

*Policy 3.05*

~~The City shall~~ Work cooperatively with regional and local jurisdictions to ~~develop and~~ implement a comprehensive, science-based recovery plan for federally-listed threatened ~~and or~~ endangered species.

*Policy 3.06*

~~The City should~~ Establish an educational program to inform residents of issues pertaining to fish and wildlife and the protection of habitat of threatened populations.

**Erosion Control Policies**

*Policy 4.01*

~~Ensure that~~ Iland clearing, grading and filling practices ~~shall~~ minimize soil erosion and sedimentation into streams, wetlands and other watercourses. ~~The City shall~~ Ensure that all required temporary and permanent erosion control measures are adequately installed to control water runoff prior to, during and after land clearing or disturbance activities.

*Policy 4.02*

~~Discourage~~ Iland development proposed on slopes over 15 percent ~~is discouraged~~. ~~Consider~~ dDevelopment on slopes between 15 - 40 percent ~~may be permitted~~ provided that specific site engineering can demonstrate that subsequent development is safe and will not adversely affect drainage courses, vegetation or slope stability. ~~Prohibit~~ Development ~~development~~ on slopes 40 percent or greater ~~shall not be allowed~~, and establish minimum setbacks ~~shall be established~~ to protect slope stability.

**Aesthetic Values Policies**

*Policy 5.01*

~~The~~ Protect the City's image, which is characterized by an abundance of natural vegetation indigenous to the northwest, ~~by encouraging new development to provide~~ As additional development occurs, landscaping that emphasizes the use of native plant materials (including drought resistant species), provides a unified design element, achieves compatibility between varied uses and provides attractive entrances into the City ~~is highly encouraged~~. ~~Wooded areas should be preserved, wherever possible, to ensure adequate habitat for wildlife~~ ~~to ensure adequate habitat for wildlife~~.

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Environmental Features Element (~~Modified 04/09~~Effective \_\_\_\_\_, 2015; Council Ord. 2015-\_\_\_\_\_)XII-10



*Policy 5.02*

~~Preserve Natural-natural~~ vegetation that significantly contributes to the aesthetic values of the City and adds to the natural scenic views ~~shall be preserved to the maximum extent possible.~~ ~~Require a~~All new developments ~~shall be required~~ to establish roadway buffers / cutting preserves adjacent to arterial and collector streets consistent with the City subdivision regulations. Three types of cutting preserves are provided to achieve diversity in landscape treatment: undisturbed native growth; natural planting; and formal (see definition in Streetscape Element, Policy 3.03).

*Policy 5.03*

~~Preserve and/or establish~~ Vegetated buffer zones ~~should be preserved and/or established~~ between developments and watercourses to protect the integrity of the aquatic systems, to enhance water quality and to ensure adequate habitat for fish and wildlife.

*Policy 5.04*

~~Preserve w~~Wooded areas ~~should be preserved, wherever possible, in critical areas/buffers and roadway buffers~~ to ensure adequate habitat for wildlife.

*Policy 5.05*

~~The City should support~~ Support private and public efforts to obtain conservation easements in areas with significant vegetated backdrops, scenic vistas and wildlife habitat areas.

**Air Quality Policies**

*Policy 6.01*

~~The City should P~~participate with regional transit and other transportation agencies to promote and encourage car-pooling and other public transportation programs that result in improved air quality in the North Creek Basin.

*Policy 6.02*

~~Require all Construction-construction~~ activities ~~shall initiate to initiate and follow~~ "Best Management Practices" to reduce dust and suspended particulates during the construction process. ~~Measures shall be taken to E~~ensure that all construction related dust and dirt remain on-site.

*Policy 6.03*

~~The City shall P~~participate in and coordinate with the Puget Sound Air Pollution Control Authority to ensure that all wood stoves installed for use in new homes meet the applicable U.S. Environmental Protection Agency and state standards.

*Policy 6.04*

~~The City shall E~~ncourage the Puget Sound Air Pollution Control Agency to establish a monitoring station within the North Creek Drainage Basin to ensure that the air quality remains within the accepted standards.

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Environmental Features Element (~~Modified 04/09~~Effective \_\_\_\_\_, 2015; Council Ord. 2015-\_\_\_\_\_)XII-11

**Noise Policies**

*Policy 7.01*

Ensure that excessive noise does not impair the permitted land use activities in residential, commercial and industrial zoning districts.

*Policy 7.02*

Implement reasonable and effective noise mitigation measures for arterial road improvements in residential areas if the existing or projected noise levels exceed City adopted standards.

*Policy 7.03*

Work with state and county agencies to mitigate highway and arterial noise, while addressing aesthetic concerns.

*Policy 7.04*

Evaluate the benefit of measures designed to mitigate arterial noise, specifically noise walls, along with impacts on the pedestrian environment and character of the neighborhood.

*Policy 7.05*

Evaluate noise impacts when reviewing measures designed to keep traffic volumes and speeds within reasonable limits on collectors and arterials.

*Policy 7.06*

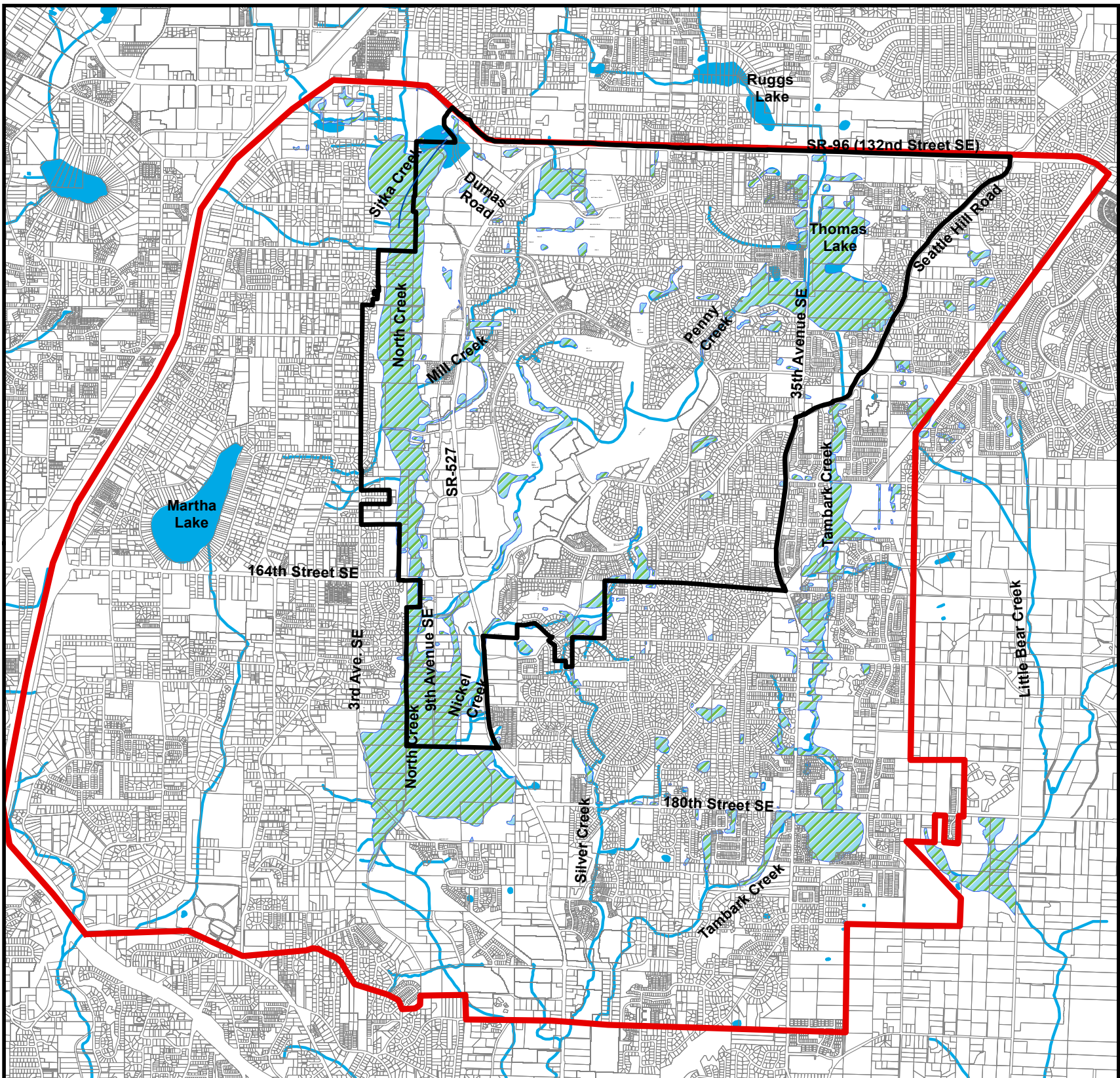
Require new residential development to include traffic noise abatement design and materials where necessary to minimize noise impacts from arterials.






*Policy 7.07*

Ensure that landscaping within required roadway buffers and cutting preserves within residential neighborhoods ~~should~~ take noise levels of adjacent streets into consideration. Where noise levels exceed City standards, ensure that landscaping ~~should~~ includes trees that attenuate noise impacts.



# Wetlands & Water Features



-  City Limits
-  Municipal Urban Growth Area Boundary
-  Wetland
-  Waterbody
-  Watercourse

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Ord. 2015 \_\_\_\_  
Effective \_\_\_\_

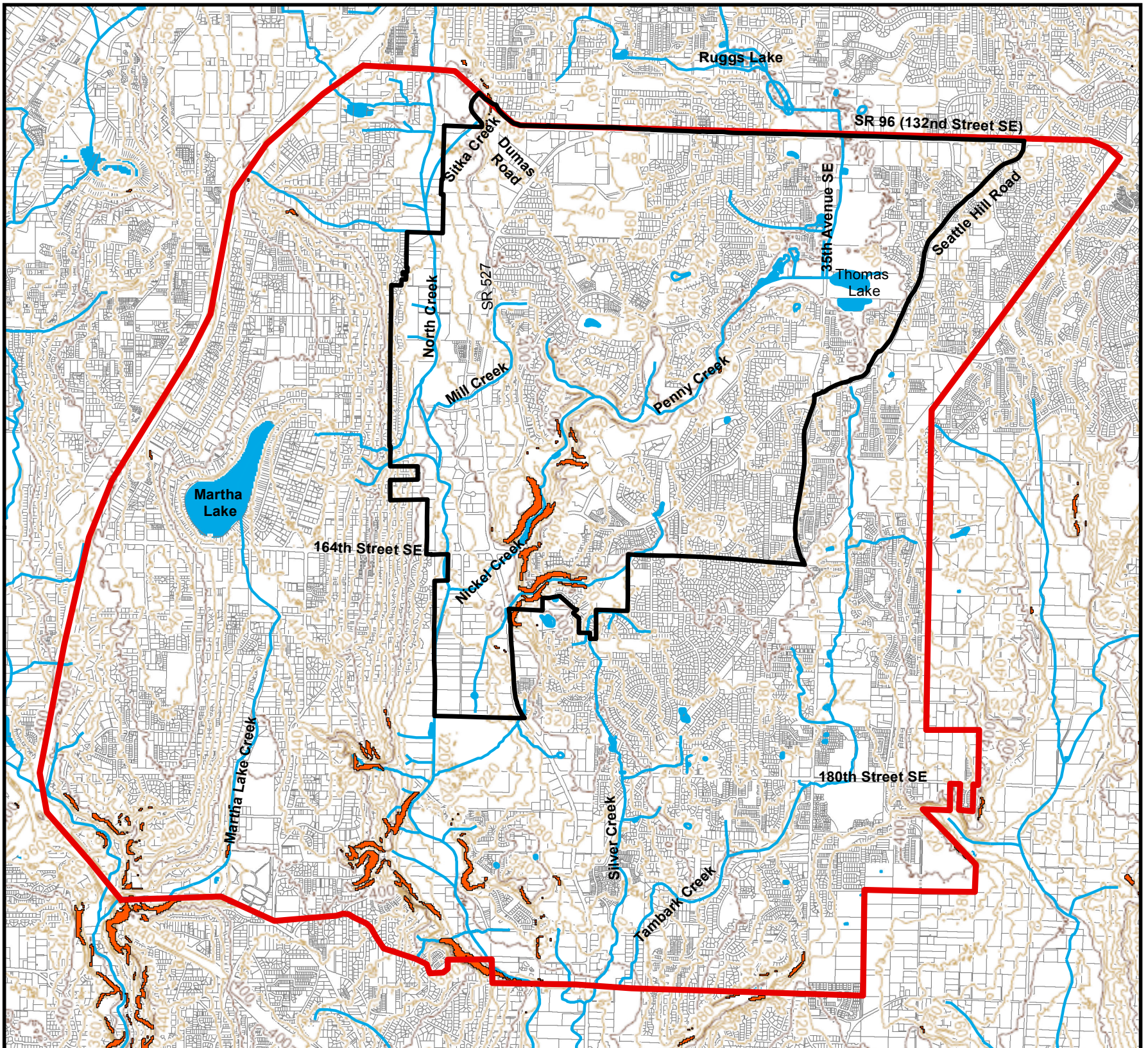






Disclaimer: Wetlands shown are approximate in location and also shown for historical reference. A site specific wetland delineation is required prior to development per MCMC 18.06. GIS data (maps) are produced by the City of Mill Creek for general information purposes. No representation or guarantee is made concerning the accuracy, currency, or completeness of the information provided.



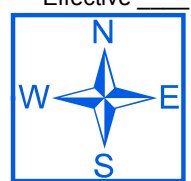


# Steep Slopes



-  City Limits
-  Municipal Urban Growth Area
-  Steep Slopes
-  20 Foot Contour

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Ord. 2015  
Effective \_\_\_\_\_

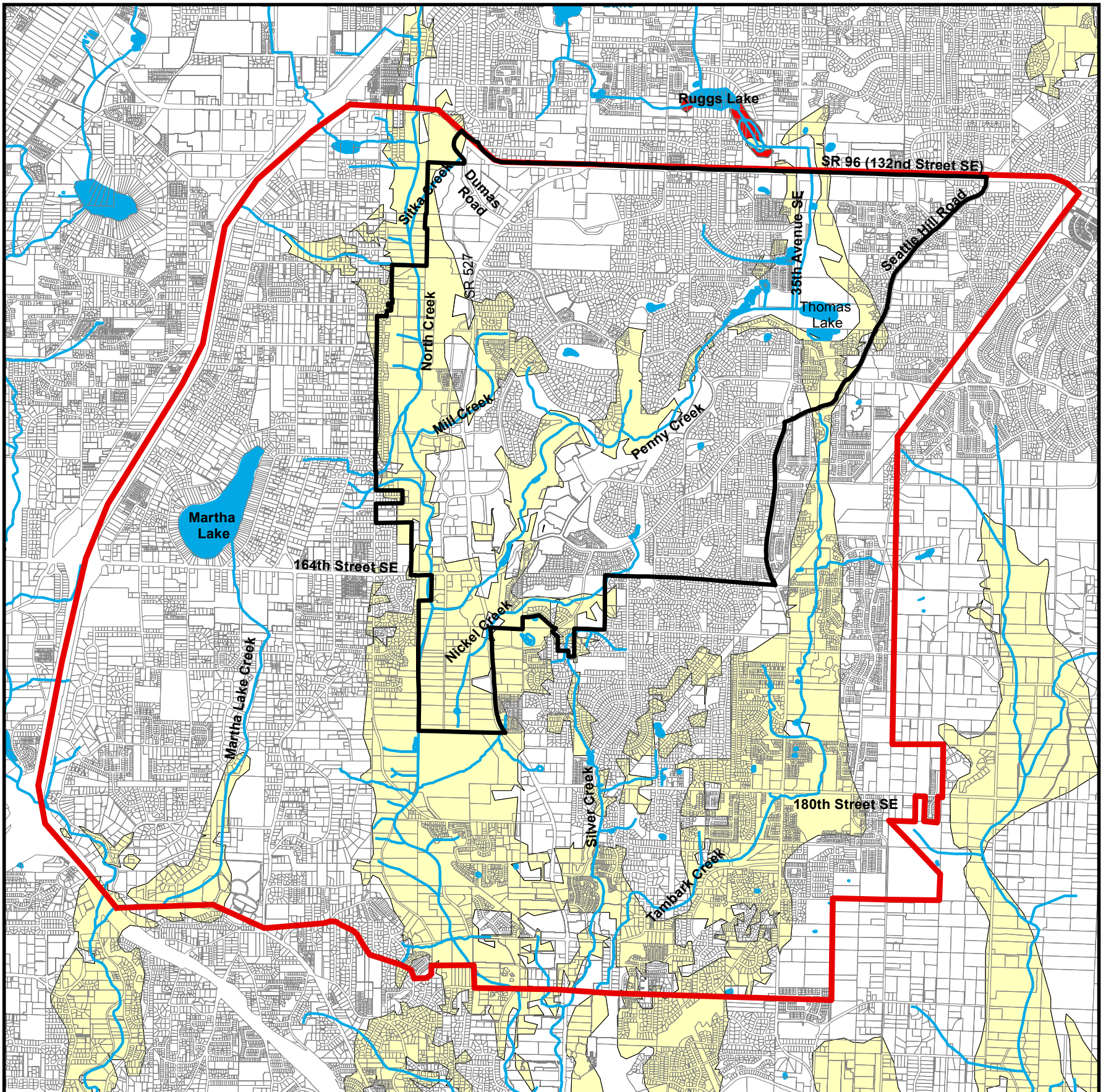


Disclaimer: Steep slopes shown are approximate in location. A site specific geotechnical study is required prior to development per MCMC 18.06. Contour data is obtained from Snohomish County and derived from LiDAR-based elevation models. GIS data (maps) are produced by the City of Mill Creek for general information purposes. No representation or guarantee is made concerning the accuracy, currency, or completeness of the information provided.





# Aquifer Recharge Areas



— City Limits

— Municipal Urban Growth Area

— Watercourse

■ Waterbody

## USGS Aquifer Sensitivity

□ Low

■ Moderate

■ High

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Ord. 2015  
Effective





**CHAPTER XIII  
PARKS AND OPEN SPACE ELEMENT**

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**INTRODUCTION**

Parks and recreational facilities are important components of the City and add immeasurably to the quality of life. Generally considered the counterparts of residential, commercial and industrial development, these lands are typically owned by the public and operated for the benefit of the community at large. The intent of the Parks and Open Space Element is to present goals and policies to guide acquisition, development and implementation of the City's Parks and Open Space program. The content and format of this element is in accordance with the Comprehensive Plan criteria of the Washington State Recreation and Conservation Office to ensure eligibility to apply for grants administered by that agency.

This element is also developed in accordance with the Washington State Growth Management Act (GMA). Pursuant to the GMA, jurisdictions are required to adopt "mandatory" Comprehensive Plan elements. A Parks and Recreation Element is one of the elements required by the GMA. As an element of the Comprehensive Plan, the Parks and Open Space Element must be consistent with the other elements of the plan. Specifically, proposed park facilities and the Level of Service (LOS) standards set forth in this element must be consistent with the Land Use Element and the capital project funding levels adopted in the Capital Facilities Plan Element of the Comprehensive Plan.

The GMA also requires jurisdictions to identify lands that may be useful for public purposes. This element identifies the general location of properties that may be suitable for public park and open space uses on the Parks and Open Space Map. The parks and open space facilities identified in this element are also identified on the Land Use Element map and are addressed in the Capital Facilities Plan Element.

**PARKS AND OPEN SPACE PLAN**

The Parks and Open Space Plan contains the Level of Service (LOS) Standards and Facility Guidelines for parks and open space facilities, a list of existing, needed and proposed facilities, implementation strategies, and the Plan Maps. Information contained in the ~~2009 Parks and Open Space Assessment Survey, together with the goals and policies provide the basis for the development of the park and recreation LOS Standards and Facility Guidelines, as well as the proposed facilities illustrated on the Parks and Open Space Map and the Pedestrian Facilities Map.~~

**Parks and Open Space Facilities Description**

To guide the designation of planned parks and open space facilities, the following facility descriptions are presented. The descriptions have been tailored to the Municipal Urban Growth Area (MUGA) using nationally recognized criteria from the National Recreation and Parks Association (NRPA). The descriptions are intended to be general in their application, but should be considered by the City and private development community in the siting and designing of park and open space uses.

**1. Regional Parks:**

Regional parks should contain a minimum of 50 acres and should ideally serve a population based on the standard of seven acres per 1,000 persons. Regional park facilities should contain both active and passive uses and siting requirements similar to those established for community parks.

Because of the large size, cost and service area of regional parks, multi-jurisdictional cooperation is often necessary for acquiring, developing and maintaining a regional park facility. In addition, opportunities exist for including additional public facilities such as schools, transit facilities, a performing arts center, a community center, regional drainage facilities, wildlife preserves and other uses considered compatible with the general scope or theme of a regional park.

**2. Community Parks:**

Community parks should range between 5 and 35 acres and should ideally serve a population based on a standard of between five and eight acres per 1,000 persons. The desired service area for community parks is a one- to two-mile radius of several neighborhoods that would contain a population of up to 15,000 residents. In areas that lack sufficient park facilities, community parks will serve a much larger area and population. Community parks should provide opportunities for both active and passive recreation activities, and be large enough to provide room for organized sports such as soccer and baseball fields, a recreation center, basketball and tennis courts, a trail system, swimming pool and/or a group-use shelter.

Community parks should be within close proximity of the community served and be located on collector or arterial streets that provide easy vehicular access to the residents of the community. Since community parks may be surrounded in part by residential development, active organized sports should be planned in areas and/or in a manner that will not detrimentally impact surrounding residences. Community park needs can also be served by facilities owned by other public agencies, such as a school district, as long as the public has the right to utilize the facilities. Adequate provision for parking is required since many people would travel to the park by automobile.

Like regional parks, the relatively large size, high cost and extended service area of a community park often require multi-jurisdictional cooperation for the acquisition, development and maintenance of a community park facility.

### **3. Neighborhood Parks:**

Where possible, neighborhood parks should be sited near the center and within a 1/4 to 1/2 mile walking radius to the neighborhood population groups served. In areas that lack sufficient recreational facilities, neighborhood parks will serve a much larger area. Recreational activities related to neighborhood parks include both passive and active uses, as well as multi-purpose facilities designed to serve the needs of the adjacent neighborhood. Active uses usually include non-organized sports facilities (i.e., basketball, tennis and play equipment) and should be conducted in such a manner as to be compatible to the surrounding residential areas. Passive uses include public gathering areas, public plazas, open play areas, nature trails and picnic areas. Restroom facilities should be provided in neighborhood parks.

Neighborhood parks should emphasize convenient and safe access by pedestrians and bicyclists. These parks should generally be ~~three-one~~ to five acres in size and serve a population consistent with the NRPA standard of two acres per 1,000 persons. Adequate space for open play fields and play equipment should be emphasized, and on street parking areas should be limited in size. During peak use times, on-street parking is necessary to serve the needs of park users that drive to the park.

### **4. Open Space - Greenway:**

Public/private open space/greenway uses should be planned in areas where natural amenities such as streams, wetlands, natural vegetation areas and large open spaces can be utilized for passive recreation purposes and pedestrian (hiker/biker) linkages. Open spaces/greenways can also be used to buffer potentially incompatible land uses.

### **5. ~~Public/Private~~ "Mini-Parks" and Open Space:**

~~Public/private~~ open spaces would include the golf course, nature preserve, tot lots, ~~and mini-parks, urban plazas and other open space corridors within the City.~~ Tot lots should be located within easy accessibility to surrounding neighborhood residences or within commercial centers. Passive open spaces such as natural preserves and greenbelts should be planned in areas to separate incompatibilities and provide for pedestrian and wildlife corridors.

### **6. Pedestrian Facilities**

Pedestrian facilities provide linkages between neighborhoods, parks, schools, transit facilities and commercial areas. Within the context of this element, pedestrian facilities include both multi-use facilities such as the North Creek Trail and on-street sidewalks. Future pedestrian facilities, whether constructed by the City or private developer, should provide connections to the existing public pedestrian facilities



system and/or activity areas such as parks, schools, transit, and shopping. Pedestrian facilities are sometimes located on private property with easements granted to the public to allow access.

**Parks and Open Space Level of Service Standards and Facility Guidelines**

The purpose of this section is to establish the criteria and standards for the amount, size, and type of park facilities needed for the population. The parks and open space needs have been separated into two categories, "Level of Service (LOS) standards" and "Facility Guidelines."

The adopted public park and recreation facility LOS Standards and Guidelines for the City of Mill Creek and its Municipal Urban Growth Area (MUGA) ~~indicate are used to evaluate~~ existing facilities as well as projected facility needs for the planning period ~~(20252035)~~. A brief description of these standards and guidelines is contained below.

1. LOS Standards:

The LOS Standards are applicable to the City and are intended to reflect the recreation facilities required to serve the anticipated population of the City and immediate surroundings, as well as the City's ability to provide those facilities.

LOS Standards are subject to the concurrency requirements adopted by the City of Mill Creek consistent with the provisions of the Growth Management Act. Future development proposals and annexations will be analyzed to determine their impact on the parks and open space facilities. ~~If a proposed development or annexation will lower the parks and open space facilities below the adopted standards, it cannot be approved, unless it can be demonstrated that additional facilities needed to meet the standards will be in place within six years.~~ Implementation strategies for obtaining the facilities necessary to meet the adopted LOS Standards are contained later in this element. In addition, the Capital Facilities Plan Element contains a financing plan for park facilities needed to meet the adopted LOS Standards and is thereby consistent with this element.

*Neighborhood Parks*

The City of Mill Creek has determined that the Parks and Open Space Level of Service (LOS) Standards for neighborhood parks is two (2) usable acres of park land for every 1,000 citizens. In applying this standard, the term "usable park land" can be defined as land area suitable (e.g., not dominated by wetlands, steep slopes or other critical areas) for active and passive recreation uses. Based upon criteria established by the National Recreation and Parks Association, active uses within neighborhood parks include non-organized facilities such as basketball, tennis and play equipment. Passive uses include open play areas, picnic areas and nature trails.

The City currently has ~~42-43~~ acres of neighborhood parks with a corresponding Level of Service Standard of 2.3 acres/1,000 persons. ~~A majority of the existing city limits is well served with neighborhood parks; however, there is a gap in the~~



~~northwest corner of the City. However, most of the neighborhood parks are situated in the eastern and southeastern neighborhoods of the City, with gaps in the northeastern (including areas annexed into the City in 2005) and western neighborhoods. Thus, an additional neighborhood parks to serve these this neighborhoods have has been identified on the Land Use Plan Map and are is discussed under Proposed Facilities.~~

In the long run, the City will need to identify an additional 90.682 acres of neighborhood park land to meet the Level of Service Standard for the targeted 20252035 population (71,32167,940) within Mill Creek and its MUGA or adjust the LOS for areas in the MUGA at the time of annexation if land is not available or the City does not have funding to acquire and develop additional park land.

~~Potential sites identified for neighborhood parks are shown on the Parks and Open Space Map.~~

## **2. Facility Guidelines:**

Facility guidelines are to be used by the City in guiding the design and development of community parks, and in working with other jurisdictions or public agencies to encourage park and open space acquisition and facilities development within the City's Municipal Urban Growth Area (MUGA). Facility Guidelines, unlike LOS Standards, are not intended to be used as design criteria for calculating the exact capacity of individual parks and are not subject to the concurrency requirement. In addition, the Facility Guidelines should not overshadow the role that good quality facilities, regular maintenance and good programming play in the provision of a well-balanced park and recreation system.

The City has adopted a Facility Guideline for community parks (3 acres/1,000 population). Although these facilities are not subject to concurrency at this time, the City recognizes the need for these facilities in the Mill Creek vicinity. If adequate funding sources are identified through the annual Capital Facilities-Improvement Plan process, the Parks and Open Space Element may be amended to classify these facilities as an LOS Standard, subject to concurrency.

Regional Parks use similar siting criteria and provide some of the same amenities as Community Parks such as ball fields, play equipment, restrooms, picnic tables and trails. Therefore, it is appropriate to use a portion of the Regional Park acreage in meeting the Level of Service Guidelines for Community Parks. There are two regional parks within the MUGA: McCollum Park and North Creek Park. In response to a question in the 2015 Park Needs Survey regarding usage of these two parks, 65% of the survey respondents, who are also Mill Creek residents, stated that they use McCollum Park and 35% indicated that they use North Creek Park.

The following criteria were established to identify an appropriate percentage of the regional park acreage to use in evaluating how the Regional Parks are meeting LOS Guidelines for Community Parks: location, amenities offered, area served, need of residents, and actual usage. Both parks are located within the MUGA adjacent to



the city limits and offer play equipment, restrooms, picnic tables and trails. It was determined that 35% of the acreage from North Creek Park is meeting the City's Community Park needs and, given the higher actual usage and the additional amenities offered at McCollum Park, 50% of the acreage is meeting the City's Community Park needs.

**Table-1  
Level of Service Standards for Neighborhood and Community Parks**

	2010 City Population 18,244 MUGA Population 54,251 <sup>1</sup>			2025 Estimated City Population 19,421 Estimated MUGA Population 71,321 <sup>1</sup>	
	Facilities Needed	Existing Facilities	Surplus / (Deficit)	Facilities Needed	Surplus / (Deficit)
<b>Neighborhood Park – LOS Standard 2 Acres per 1,000 Population</b>					
City	36.5	42	5.5	38.8	3.2
MUGA	108.5	52	(56.5)	142.6	(90.6)
<b>Community Park – LOS Guidelines 3 Acres per 1,000 Population</b>					
City	54.7	15 <sup>2</sup>	(39.7)	58.3	(43.3)
MUGA	162.8	80	(82.8)	214	(134)

<sup>1</sup>—MUGA Population for both the 2010 Census numbers and the 2025 projected population included the City and the unincorporated MUGA area combined.

<sup>2</sup>—The existing community park facilities for the City include Mill Creek Sports Park and ¼ of Tambark Creek Community Park.

Table 1 below provides an assessment of how the City meets or does not meet the adopted Level of Service Standards/Guidelines for neighborhood and community parks.

**Table 1  
Level of Service Standards/Guidelines for Neighborhood and Community Parks**

	2014 City Population 18,780 MUGA Population 58,591 <sup>1</sup>			2035 Targeted City Population 20,196 Targeted MUGA Population 67,940 <sup>1</sup>	
	Facilities Needed	Existing Facilities	Surplus / (Deficit)	Facilities Needed	Surplus / (Deficit)
<b>Neighborhood Park - LOS Standard 2 Acres per 1,000 Population</b>					
City	38	43	6	40	3
MUGA	117	53	(64)	136	(83)
<b>Community Park - LOS Guidelines 3 Acres per 1,000 Population</b>					
City	56	15 <sup>2</sup>	(41)	61	(46)
MUGA	176	147 <sup>3</sup>	(29)	204	(57)



Source for Population and Targeted Population: Snohomish County Tomorrow 2013-2014 Growth Monitoring Report

- <sup>1</sup> MUGA Population includes both City of Mill Creek population and the population in the unincorporated MUGA area combined.
- <sup>2</sup> The existing community park facilities for the City include Mill Creek Sports Park, ¼ of Tambark Creek Community Park.
- <sup>3</sup> The existing community park facilities for the MUGA include Mill Creek Sports Park, 50% of McCollum Park 35% of North Creek Park, Tambark Creek Park, Martha Lake Park, and Martha Lake Airport Park.

**Existing Parks, Pedestrian Facilities, and Open Space Inventory**

**1. Regional Parks:**

McCollum Park

McCollum Park consists of 78 acres and is located just west of Dumas Road on the south side of SR 96. The park has an outdoor swimming pool, picnic facilities, ~~a caretaker's residence~~ BMX track, play equipment, trails, open play fields and houses the Washington State University Extension Facilities and the Adopt-A-Stream Foundation, which features a trout stream exhibit. In evaluating the Level of Service for Community Parks, 50% of the McCollum Park acreage was used to determine the current Community Park acreage provided in the MUGA.

North Creek Park

North Creek Park is located south of Mill Creek city limits and is owned and maintained by Snohomish County. This park is approximately 80 acres in size and ~~consists of an extensive wetland system~~ is predominantly wetland and provides habitat for a wide variety of wildlife. Improvements include play equipment, a boardwalk with interpretive signs, picnic tables, restroom facilities, and ~~interpretive signs~~ parking. In evaluating the Level of Service for Community Parks, 35% of the McCollum Park acreage was used to determine the current Community Park acreage provided in the MUGA.

**2. Community Parks**

Mill Creek Sports Park

~~The City completed construction of the Mill Creek Sports Park in January 2004.~~ This park, located at Trillium Boulevard and SR 527, is 4.8 acres in size and includes a lighted, all-weather surface ball field (designed to accommodate Little League baseball, youth softball, and youth soccer), a skateboard park, restroom facilities, concession stand, tot lot, and parking.

Tambark Creek Park

The City and County jointly own Tambark Creek Park, which is a 40-acre parcel located in the Tambark Creek corridor (east of 35<sup>th</sup> Avenue SE and north of 180<sup>th</sup> Street SE), outside of the city limits, but inside the City's Municipal Urban Growth Area (MUGA). ~~Construction of the park started in late 2011.~~ Facilities include a restroom and picnic shelter, children's playground and parking, off-leash dog area, trails, all-weather surface, lighted, baseball and soccer fields and a parking area.



Martha Lake Park

Snohomish County owns and maintains this 6-acre park that is adjacent to Martha Lake. The park is east of Interstate 5 and north of 164<sup>th</sup> Street SE. The park includes three fishing docks, lake access/beach including a swimming area with handicapped access, a playground, picnic tables and shelters, restroom, parking and a wetland boardwalk.

Martha Lake Airfield Airport Park

This former airfield is located just north of Martha Lake and east of Interstate 5. The site is 28.76 acres in size and includes two soccer fields, a Little League baseball field, skate park, playground, two picnic shelters, and public art, walking trails and parking. A portion of the site is undeveloped. The County is planning to develop the remainder of the site in the future.

**3. Neighborhood Parks**

The City currently has nine-eleven neighborhood parks within the city limits, and there is one neighborhood park in unincorporated Snohomish County within the City's MUGA. A brief description of each neighborhood park facility follows:

Buffalo Park

Buffalo Park consists of 1.25 acres and is located in the East Gateway Urban Village subarea at the intersection of 44<sup>th</sup> Avenue and the spine road. Amenities include a restroom and picnic shelter, play equipment, traditional swings (including an ADA swing) and a disc swing, an ADA accessible spinner toy, benches, open grassy play area and a Bocce Ball court.

Heron Park

Heron Park consists of 3.8 acres and is located at the northeast corner of Village Green Drive and 155<sup>th</sup> Street SE. Amenities include a picnic shelter, restroom facilities, a playground with a play structure, picnic tables, a tennis court, walking paths and a two-acre passive use area with a path surrounding a wetland/detention pond.

Highlands Park

Highlands Park consists of 3.5 acres and is located within the Highlands neighborhood on Highlands Boulevard SE. Amenities include restroom facilities, a playground with a play structure, swings, picnic tables, a tennis court, a basketball court and walking paths.



Library Park

Library Park consists of 1.2 acres and is located adjacent to the Hammit Public Library on the east side of SR 527 at 156th Street SE. Amenities include a playground with a play structure, picnic tables, stage area, benches and a walking path. A Veterans monument ~~was constructed and a Sustainable Demonstration Garden are also located~~ at Library Park ~~in the spring of 2010~~.

Nickel Creek Park

Nickel Creek Park consists of 19.75 acres and is located along the Nickel Creek corridor west of Seattle Hill Road. Amenities include a playground with play structure, a half basketball court, swings, and picnic tables.

Pine Meadow Park

Pine Meadow Park consists of 4.5 acres and is located south of 158th Street SE; on the west side of 35<sup>th</sup> Avenue SE. Amenities include restroom facilities, playground with play structure, picnic shelter, a half basketball court and grassy play area.

Pine Meadow Park West

Pine Meadow Park West consists of 1.5 acres of mostly wooded property located on the west side of 32<sup>nd</sup> Avenue SE at approximately 155<sup>th</sup> Place SE. The park is not developed but is planned for a trail and a picnic area.

Cougar Park

Cougar Park consists of 5 acres and is located at 32<sup>nd</sup> Drive SE and 148<sup>th</sup> Street SE. Improvements include restroom facilities, playground, play structure, climbing rock, cable ride, picnic shelter, and open grass play area.

Hillside Park

Hillside Park consists of 1.2 acres and is located within the Vineyards at Mill Creek subdivision on 12<sup>th</sup> Avenue SE. Amenities include a playground, play structure, picnic tables, and half basketball court.

Silver Creek Park

Snohomish County owns and maintains this 10.11-acre park that is accessed via 180th Street SE and 20th Drive SE, just south of the City of Mill Creek. This property was donated to Snohomish County for park and open space purposes in 1979 and 1987. Silver Creek Park features a gentle rolling meadow and stream corridor site, portions of which are under the Seattle City Light Transmissions line right-of-way. Amenities include walking trails, bridges, children's play areas, and a riparian corridor interpretation.

Silver Crest Park

Silver Crest Park is .61 acres in size and is located within the Silver Crest subdivision on 28<sup>th</sup> Drive SE. Amenities include a full basketball court, playground, picnic tables, and a grassy play area.

North Pointe Park

North Pointe Park is 1 acre in size and was dedicated to the City ~~in July 2006 in conjunction with final plat approval of the Mill Creek East development (now known as North Pointe) as a part of the development of the North Pointe subdivision.~~ The park has not been officially named. It is currently only developed as an open grass play area with landscape beds; however, potential future amenities include restroom facilities, playground, play structure, and picnic tables.

Table 2 contains a summary of recreation amenities available within the public parks located within the City of Mill Creek and its MUGA as described above.



Table 2  
Summary of Recreation Facilities within Public Parks Located within Mill Creek and the MUGA

	Restrooms	Picnic Shelter	Picnic Tables	Play Equipment	Swings	Climbing Rock	Cable Ride	Open Grass Play Area	Tennis Court	Basketball Court	Soccer Field	Baseball/Little League Field	Concession Stand	Trails / Boardwalk	Swimming Pool	Off-Leash Dog Area	Lake/Fishing Dock	Skateboard Park	<u>Bocce Ball Court</u>	<u>BMX Traxk</u>
<b>Neighborhood Parks</b>																				
<u>Buttalo Park</u>	X	X	X	X	X			X	X											X
Heron Park	X	X	X	X	X				X											
Highlands Park	X		X	X	X			X	X			X								
Library Park			X	X	X			X												
Nickel Creek Park			X	X	X			X												
Pine Meadow Park	X	X	X	X	X			X	X			X								
Cougar Park	X	X	X	X	X			X												
Hillside Park			X	X	X			X										X		
Silver Creek Park			X	X	X			X												
Silver Crest Park			X	X	X			X			X									
North Pointe Park								X												
<b>Community Parks</b>																				
Mill Creek Sports Park	X		X	X	X													X		
Martha Lake Airfield	X	X	X	X	X															
Martha Lake Park	X	X	X	X	X			X												
Tambark Creek Park	X	X	X	X	X															
<b>Regional Parks</b>																				
McCullum Park	X	X	X	X	X			X				X							X	
North Creek Park	X	X	X	X	X															X

Parks and Open Space Element (Effective \_\_\_/\_\_\_/15; Council Ord. 2015-\_\_\_\_\_) XIII-11

**4. Pedestrian Facilities**

The City of Mill Creek and its MUGA have an extensive system of sidewalks and public and private trails. Many of the trails located in the original City core are private trails located in neighborhoods and these trails provide connections to public trails and sidewalks. Primary ~~and secondary~~ public trails ~~and sidewalks have been identified on the Pedestrian Facilities Plan map and~~ include the following:

**Primary Public Pedestrian Facilities:**

North Creek Trail - At the present time, approximately 2.5 miles of the North Creek Trail are constructed between McCollum Park and 164<sup>th</sup> Street SE. Upon completion, the North Creek Trail will connect McCollum Park with North Creek Park and will be approximately 3 miles in length. The trail was designed to accommodate a variety of uses such as walking, jogging, and cycling. The North Creek Trail can be accessed from the Interurban Trail, and in the future, will be extended to the south and connect to the Sammamish River Trail.

Bothell-Everett Highway - With minor exceptions, sidewalks are available on both sides of the Bothell-Everett Highway. In many places, the sidewalks are separated from the street by landscaping and meander through the 35-foot roadway buffer. They provide access to the Mill Creek Town Center, the existing commercial/business core, neighborhoods on both sides of the highway, and the North Creek Trail.

Dumas Road - The City completed improvements to Dumas Road in 2005, including a 10-foot separated sidewalk to ~~accommodate a variety of uses such as walking, jogging, and cycling.~~ This sidewalk provides connections between 128<sup>th</sup> Street SE and the North Creek Trail and ~~the~~ Bothell-Everett Highway.

Mill Creek Boulevard - Mill Creek Boulevard connects 164<sup>th</sup> Street SE to Main Street, and the Bothell-Everett Highway and provides an important link between the existing commercial/business core and the Town Center. With minor exceptions, sidewalks are available on both sides of the street with connections to the North Creek Trail.

Village Green Drive - With some exceptions, sidewalks are located on both sides of Village Green Drive and are popular walking routes for City residents. They also provide access to many of the City's neighborhoods and shopping areas. In many places, the sidewalks meander through a 50-foot roadway buffer. Connecting sidewalks include those along Trillium Boulevard, which connect Village Green Drive with the Bothell-Everett Highway and those along 148<sup>th</sup> Street SE, which connect Village Green Drive and 35<sup>th</sup> Avenue SE.



Seattle Hill Road - Sidewalks along Seattle Hill Road between the Bothell-Everett Highway and 35<sup>th</sup> Avenue SE provide access to the Village Green Drive Loop and to many of the secondary trails that connect to Pine Meadow, Highlands, and Nickel Creek parks.

132<sup>nd</sup> Street SE - With minor exceptions, a sidewalk extends the entire length of the city limits along 132<sup>nd</sup> Street SE (between Dumas Road and Seattle Hill Road) and provides pedestrian access to commercial and residential uses along this corridor. As the East Gateway Urban Village subarea (south of 132<sup>nd</sup> Street SE between 35<sup>th</sup> Avenue SE and Seattle Hill Road) is developed, interior sidewalks and trail connections shall be provided between the existing sidewalks and future development.

35<sup>th</sup> Avenue SE - Sidewalks are available on both sides of 35<sup>th</sup> Avenue SE between Seattle Hill Road and 132<sup>nd</sup> Street SE. This sidewalk connects residential neighborhoods with the Thomas Lake shopping center. The sidewalk will also enable residents to walk to the neighborhood park located in the North Pointe development.

~~Seattle City Light Transmission Line Right-of-Way - Located in unincorporated Snohomish County in the City's South Planning Area, these properties include the Olympus Meadows and the Transmission Line/Misty Manor properties. This linear open space is situated mainly under the Seattle City Light transmission line corridor. A pedestrian trail utilizes an existing service road.~~

**Secondary Public Pedestrian Facilities:**

~~A series of secondary trails and sidewalks has been identified on the Pedestrian Facilities Plan map and consist primarily of sidewalks through residential neighborhoods that provide access to primary trails, parks, and schools. Secondary trails/sidewalks in commercial areas include Main Street in the Mill Creek Town Center and the planned Penny Creek Trail between the Bothell-Everett Highway and 9<sup>th</sup> Avenue SE.~~

**5. Public Open Space Facilities/Corridors:**

Penny Creek

This corridor extends from Thomas Lake to North Creek. A large portion of this corridor runs through the nature preserve owned by the Mill Creek Community Association.

North Creek

This corridor extends from McCollum Park to Snohomish County North Creek Park at the south end of 9th Avenue SE.

Mill Creek

This corridor extends from the stormwater detention facility, south of Sweetwater



Ranch on the east side of SR 527, to North Creek. The westerly portion of this corridor runs through the Mill Creek Town Center. The City partnered with the Adopt-A-Stream Foundation to demolish a commercial structure encroaching on the creek and restore a portion of the creek's bank. According to the terms of the partnership, the City has taken possession of the property and will maintain the site as permanent open space.

Nickel Creek

This corridor extends from Seattle Hill Road near the Chatham Park development to North Creek.

Seattle City Light Transmission Line Right-of-Way

Located in unincorporated Snohomish County in the City's South Planning Area, these properties include the Olympus Meadows and the Transmission Line/Misty Manor properties. This linear open space is situated mainly under the Seattle City Light transmission line corridor. A pedestrian trail utilizes an existing service road.

Rhody Ridge Arboretum

Rhody Ridge Arboretum is owned by Snohomish County, is 11 acres in size, and features a botanical garden. The property is located at 17427 Clover Road south of 164<sup>th</sup> Street and just west of the city limits. The facility is a private/life estate facility. Tours are available by appointment only.

**Condition of Parks, Pedestrian and Open Space Facilities**

The City of Mill Creek maintains all of its park, trail/pedestrian, and open space facilities on a regular basis. Existing facilities are in good condition and are routinely inspected for safety compliance.

~~The majority of the North Creek Trail has been constructed in conjunction with residential development in the SR-527 Subarea and the Mill Creek Town Center. The trail provides continuous access between McCollum Park and 164<sup>th</sup> Street SE. The final section along 9<sup>th</sup> Avenue SE between 164<sup>th</sup> Street SE and North Creek Park is planned for future construction, primarily by private developers in conjunction with land development. City participation in completion of the trail may also be appropriate if funding sources can be identified. In the interim, pedestrians can walk along 9<sup>th</sup> Avenue SE between 164<sup>th</sup> Street SE and North Creek Park.~~

**Community Needs Assessment Public Participation**

The City implemented a Public Participation Plan for the 2015 Comprehensive Plan update in order to encouraging early and continuous public involvement in the update of the Comprehensive Plan. Methods to encourage public involvement included: a dedicated webpage on the City's website, consistent and regular notification to interested parties throughout the process, online survey, Planning Commission Work Sessions which were open to the public, Open House to solicit public comments, and a Public Hearing before the Planning Commission. Information obtained from the ongoing



Public Participation effort was utilized to confirm that the goals and policies in the Parks and Open Space Element continue to reflect the community's vision.

#### 2015 Needs Assessment Survey

In an effort to gain public input on Parks and Open Space facilities, an online survey was posted on the City's website from January 19, 2015 through March 13, 2015. A concerted effort was made to ensure that the Park Needs Survey was promoted to a wide and varied audience to ensure that opinions from all segments of the community were represented in the survey results. A total of 438 people took the time to share their opinions regarding their priorities and desires for parks and open space within the City of Mill Creek. Over 75% of the survey respondents live either within Mill Creek city limits (64%) or in the Municipal Urban Growth Area (11%).

Key points from the survey results included:

- A significant percentage of survey respondents said that children are not their primary reason for visiting a City park, which underscores the importance of providing a variety of activities and experiences.
- Neighborhood parks are important to City residents with 57% being frequent park users (at least 2 or 3 times per month) and only 5% saying they never visit City parks.
- County parks are being used and are serving at least some of the community's needs for regional and community parks.
- The highest ranked park features were: restroom facilities, walking trails, natural areas and open space, children's play equipment, open play areas and parking.
- While survey respondents were not sure if the community's needs for athletic fields were being met, when asked how they would rate the importance of certain programs and activities, Youth Organized Sports received the highest ranking.
- Trail facilities are well used and appreciated and a large percentage of survey respondents walk or run for leisure.
- In terms of budget priorities, survey respondents strongly support maintaining what the City currently owns but expressed less support for new purchases or developing new facilities.

#### 2015 Park Needs Open House

On March 18, 2015 an open house was held to solicit public input on the proposed amendments to the Parks and Open Space Element. Information was provided on the goals and policies, current facilities, park and trail issues, planning for the North Pointe Neighborhood Park, parks and recreation programs and activities and a Penny Survey to determine budgeting priorities. In addition, the AWC Pulse Pads were used to conduct a Live Interactive Survey.



Past Public Participation:

Strategic Plan Telephone Survey

~~Beginning in~~ In 2011, the City prepared a Strategic Plan. As part of the Strategic Planning process, the City commissioned a statistically valid telephone survey to identify community values and priorities.

Specific to parks and recreation respondents indicated a willingness to pay for recreation services. In addition, 66 percent of respondents to the telephone survey indicated that they do not want recreation service levels to be reduced and 72 percent indicated they do not want parks facilities and levels of service to be reduced.

2009 Needs Assessment Survey

In 2009 the City conducted a needs assessment survey in order to identify the recreational needs and interests of Mill Creek residents and patrons of the City's recreation programs ~~(detailed results can be found in the Parks and Open Space Needs Assessment Survey, December 2009).~~ The survey results indicated that residents and patrons rank preschool activities, youth classes and activities, youth organized sports, teen programs and senior classes and activities as very important. The survey results also indicated that park users are very satisfied with the City's existing parks and open space facilities in terms of maintenance, quantity, quality, and variety.

With respect to the City's park and open space facilities, the following needs were identified to be most important:

- Preservation of greenways and open spaces
- Further development of citywide trail system
- Development of city-owned undeveloped park land, and
- Development of a community/senior center

User groups, including the Silver Lake Soccer Association and the Mill Creek Little League, identified a need for additional athletic fields.

Proposed Facilities

Through application of the adopted parks and open space ~~LOS Standards and Facility Guidelines~~ goals and policies, the following public park and recreation facilities are needed to serve the population within the City of Mill Creek MUGA:

- Expansion of/or additional community park facilities;
- A recreation/community center;



- Additional neighborhood parks;
- Trails for hiking, bicycling and jogging; and
- Mini-parks.

In order to help meet the Level of Service Standards and Facility Guidelines during the planning period, several parks, trail/pedestrian, and open space facilities were identified. These facilities are designated on the Parks and Open Space ~~and Pedestrian Facilities Plan~~ maps.

The general locations of these facilities (not in priority order) include the following:

**1. ~~Regional Parks~~/Open Space:**

- Thomas Lake ~~Nature Preserve~~ open space corridor - east of 35<sup>th</sup> Avenue SE and south of 132<sup>nd</sup> Street SE. As development occurs in this area, a meandering sidewalk and/or trails through the buffer will be encouraged where appropriate, which will tie into the existing sidewalk system.

**2. Community Parks:**

- SR 527 Subarea (~~in conjunction with the~~ expansion of Mill Creek Sports Park)
- Joint use of Everett School District Facilities for organized sports.

**3. Neighborhood Parks:**

- SR 527 Subarea (~~in conjunction with if feasible, include a neighborhood park component with~~ the expansion of Mill Creek Sports Park.)
- ~~South of 132<sup>nd</sup> Street SE, east of 35<sup>th</sup> Avenue SE and west of Seattle Hill Road in the East Gateway Urban Village~~
- ~~At the south end of the East UGA Subarea, near 180<sup>th</sup> Street SE and Sunset Road~~
- ~~Near Sunset Road and 156<sup>th</sup> Street SE~~

**4. Mini-parks:**

Within each new residential development not within a one-half mile of an existing or planned neighborhood park.

**5. Open Space Corridors:**

Penny Creek

This corridor extends from Thomas Lake to North Creek. A large portion of this corridor runs through the nature preserve owned by the Mill Creek Community Association.

North Creek

This corridor extends from McCollum Park to Snohomish County North Creek Park at the south end of 9th Avenue SE.

Mill Creek

This corridor extends from the stormwater detention facility, south of Sweetwater Ranch on the east side of SR 527, to North Creek. The westerly portion of this corridor runs through the Mill Creek Town Center. The City recently partnered with the Adopt-A-Stream Foundation to demolish a structure encroaching on the creek and restore a portion of the creek's bank. According to the terms of the partnership, the City has taken possession of the property and will maintain the site as permanent open space.

Nickel Creek

This corridor extends from Seattle Hill Road near the Chatham Park development to North Creek.

**6. Bicycle System:**

Separate system to connect with regional paths along SR 527, 35th Avenue SE, SR 96, Dumas Road, 164th Street SE and Seattle Hill Road. Internally, it will connect recreation, school and commercial activities within the City and MUGA. Paths within individual subdivisions or developments should connect to this system.

**75. Pedestrian Facilities:**

The majority of the North Creek Trail has been constructed in conjunction with residential development in the SR 527 Subarea and the Mill Creek Town Center. The final section along 9<sup>th</sup> Avenue SE between 164<sup>th</sup> Street SE and North Creek Park is planned for future construction, primarily by private developers in conjunction with land development. City participation in completion of the trail may also be appropriate if funding sources can be identified.

Construct new facilities to eliminate gaps in the existing network, as depicted on the Pedestrian Facilities map, including along 9<sup>th</sup> Avenue SE, Seattle Hill Road, and in the Thomas Lake area.

A perimeter trail is proposed along the southern and western edge of the East Gateway Urban Village subarea.



**Implementation Strategies**

The implementation of the proposals within the Parks and Recreation Plan requires the acquisition and development of public park facilities by the City as well as other jurisdictions. The preservation of open space corridors can also occur through the dedication of conservation easements and/or setting aside, in perpetuity, critical areas and buffers in protected tracts on private and public property.

As noted earlier, the City currently exceeds the Level of Service Standard for neighborhood parks. ~~However~~While this standard is being met for the City's overall population, ~~but not for specific areas such as the existing facilities are not easily accessed by the residential population located west of East Neighborhood and the SR 527 Corridor Subarea.~~ Thus, the following implementation strategies include ~~the acquisition and development of land for additional neighborhood parks facilities west of SR 527,~~ as well as ~~additional~~ community park ~~facilities,~~ a ~~community center,~~ open space greenways and pedestrian ~~and bicycle~~ paths. The funding for ~~the acquisition and development of neighborhood and community park facilities~~ will occur primarily through the City's Capital ~~Facilities Improvement~~ Plan, together with applications for other grant opportunities.

**1. Regional Parks:**

~~Existing regional parks in the Mill Creek MUGA include McCollum Park and North Creek Park. McCollum Park contains active uses such as a swimming pool, picnic facilities, play equipment, BMX track and youth baseball field. North Creek Park contains wetlands and is limited to open space and passive park uses including a boardwalk with interpretive signage.~~

~~The City's level of participation in the development of these parks should, at a minimum, include involvement in the planning processes and the establishment of interlocal agreements defining respective roles and responsibilities.~~

**21. Community Parks:**

The City has taken steps to provide community park facilities for City and MUGA residents. Construction of the Mill Creek Sports Park was completed in January 2004. This park is located in the SR 527 Subarea and contains a lighted active use field, concession stand, restrooms, skate park and parking. In 2008, the City purchased 10 acres of property adjacent to the Mill Creek Sports Park. All or a portion of this property could be used to expand the Mill Creek Sports Park.

~~Tambark Creek Park is located east of 35<sup>th</sup> Avenue SE and north of 180<sup>th</sup> Street SE. Construction on the park started in late 2011 by Snohomish County and amenities being constructed include restroom facilities, a playground, parking, off-leash dog area, trails and ball fields.~~



Additional community park facilities are needed to fulfill the active park needs of the residents of the entire City and MUGA. Thus, the ~~acquisition and~~ development of community park land is a high priority. ~~It is anticipated that the~~ The City may act independently and/or participate with other jurisdictions or agencies ~~in the acquisition of to acquire and/or develop~~ a site, as well as pursue an agreement as to the role of the City and other jurisdictions or agencies in designing, constructing, enhancing programming and maintaining the improvements and programs that would be available to the public. Mitigation fees assessed on adjacent developments and contributions from other developments in the community will assist in the acquisition and development of the property. Once the City determines the type, amount, and source of resources that will be required, the financial commitments will need to be included in the Capital Facilities Plan Element.

~~It is especially important to acquire the land for community parks before the most suitable locations are committed to other uses. Development of the community park could occur over time as resources become available.~~

**32. Neighborhood Parks:**

The City has an overall level of service of 2.3 acres of neighborhood park per thousand population. ~~While this exceeds the required level of service, the area west of SR 527 does not have a designated neighborhood park. However, these parks are primarily situated in the south and southeast neighborhoods of the City, leaving gaps in the SR 527 Subarea and the East and Northeast neighborhoods.~~

The 1998 SR 527 Corridor Subarea Plan assumed a population target of 3,852 new residents in the Subarea, with a corresponding need for 7.7 acres of neighborhood park. Because of the ~~rapid residential~~ development within this Subarea, there is an immediate need for ~~a~~ neighborhood park ~~facilities~~ to meet the recreation needs of the ~~community residents within this area~~. ~~Theis~~ need ~~for neighborhood park facilities~~ was partially met with the construction of the Mill Creek Sports Park, which functions primarily as a community park ~~but does contain a small tot lot and picnic tables~~. ~~A~~ Additional neighborhood park ~~with play equipment and picnic shelter is also elements could be provided on City property needed~~ to serve the needs of nearby residents.

~~Portions of the East and Northeast neighborhoods were annexed into the City in 2005, adding 2,690 new residents to the City's population. With the exception of an existing .61 acre park in the Silver Crest neighborhood and the 1 acre park in the North Pointe neighborhood, there are no other park facilities to serve these areas. Thus, additional park land should be identified to better meet the City's level of service standards for neighborhood parks in the East and Northeast neighborhoods.~~

The following neighborhood park projects are of high priority for ~~acquisition and/or~~ development:



East North Pointe Neighborhood Park

A one-acre park in the North Pointe development, located west of 35<sup>th</sup> Avenue SE, at 138<sup>th</sup> Place SE will be developed in accordance with a park site development plan to be reviewed and approved by the City Council with input from the immediate neighborhood and the Parks and Recreation Board. Funding for improvements to this park is included in the seven-year Capital Facilities-Improvement Plan.

SR 527 Corridor Neighborhood Park

~~A neighborhood park elements to serve the western portion of the community should be developed. One option is to incorporate neighborhood park features such as a play structure into an expansion of the Mill Creek Sports Park. These neighborhood park elements could be developed in conjunction with the expansion of the Sports Park.~~ An important feature in the development of a western neighborhood park is to provide safe and efficient access to existing neighborhoods east of SR 527 as well as to the Mill Creek Town Center, the North Creek Trail and the ~~sports~~ Sports park ~~Park~~. Improvements will be implemented consistent with a park site development plan to be reviewed and approved by the City Council with input from the immediate neighborhood and the Parks and Recreation Board.

**43. Mini Parks:**

Individual, small tot lot parks within residential developments may be privately developed, owned and maintained by homeowners' associations. Mini parks located in areas that are accessible to the general public may be either privately or publicly developed, owned and maintained.

**5. Regional Paths:**

~~Noted in sections 5 and 6 are the key components to connect the existing Mill Creek system with the expansion of additional greenways and pedestrian-bicycle paths within the region.~~

~~SR 527~~

~~With the widening to five lanes and channelization of SR 527, bike lanes were constructed to an urban standard between 132nd Street SE on the north to approximately 208th Street to connect to the county's bikeway system.~~

~~35<sup>th</sup> Avenue SE, 180<sup>th</sup> Street SE and Seattle Hill Road~~

~~These bicycle paths will be commuter oriented and be placed within the right-of-way upon the improvement and channelization of the various roadway sections.~~



**6. Greenway and Pedestrian/Bicycle Paths within the City of Mill Creek and Municipal Urban Growth Area:**

- ~~-SR 527~~  
~~With the widening to five lanes and channelization of SR 527, bike lanes were constructed to an urban standard between 132nd Street SE on the north to approximately 208th Street to connect to the county's bikeway system.~~
  
- ~~-North Creek Greenway~~  
~~Greenway and pedestrian/bicycle path connecting McCollum Park to the North Creek Park.~~
  
- ~~-Penny Creek Greenway~~  
~~From the bicycle path on SR 527 to the North Creek Trail along 9<sup>th</sup> Avenue SE.~~
  
- ~~-East Side Neighborhood Park Connections~~  
~~Greenway and pedestrian/bicycle path connecting the future North Pointe Park, Cougar Park, Pine Meadow Park, Heron Park, Silver Crest Park and Highlands Park.~~

**GOALS**

Seven general goal statements are provided below, representing the direction that the City and residents should assume in pursuing and, where appropriate, participating in the acquisition and development of additional park lands available for use by City residents. Under each general goal are specific policies that identify courses of action to implement the goal. These goals and policies are based on those originally prepared by the Citizen Advisory Committee in 1988, and updated in 1992, based upon review and approval by the Parks and Recreation Board and the Planning Commission. In 2005, ~~and again in 2009~~, and 2015 the City conducted needs assessment surveys to verify the applicability of these goals and policies. Based on results obtained from the surveys, the goals and policies contained in the following section are still applicable.

**Goal A: Natural Resources Protection**

**Development of the City's park and open space system shall complement and enhance Mill Creek's natural resources.**

The park and open space system shall emphasize and protect the environmental qualities and natural amenities within the City. ~~Park locations, features, signs and designs should be compatible with the capability of the site to sustain the anticipated recreational uses.~~

Greenbelts and open space can help to buffer incompatible land uses from each other, emphasize the entryways to and edges of the City, enhance property values and tax bases, create a more comfortable environment in the City and strengthen the civic pride and identity of the City with the natural environment.



*Policy 1.01*

The City should promote increased public awareness of natural resources within the City and its MUGA, and the value of these resources to the community. This can be accomplished through a variety of methods including the installation of interpretive signage along nature trails, designating wildlife habitat areas, providing observation points or nesting boxes. Where parks include natural areas such as wetlands, streams and wildlife habitat, these elements should be incorporated into the park design and identified with interpretive signage to foster understanding of the natural environment.

Opportunities for cooperation with the Lively Environmental Center operated by the Everett School District No. 2 should be pursued.

~~*Policy 1.02*~~

~~A trail system shall be planned and developed that joins the existing public/private trail system with future trail systems both inside and outside the city limits.~~

~~A network of publicly accessible bicycle and pedestrian trails and paths shall be developed to link planned neighborhood and community parks to each other and to provide access between neighborhoods and community activity centers. The trail system shall tie into the planned Snohomish County trail systems and extend between McCollum Park and North Creek Park. In this manner, the trail system can serve both as a recreational amenity and a transportation facility. Moved to Goal D~~

*Policy 1.0302*

The City shall encourage the retention of natural vegetation around park perimeters consistent with the planned use and safety of the park.

Vegetative buffers should be included in development and park design where appropriate to define park boundaries, provide visual relief, reduce perceived noise and visual intrusion and buffer recreation activities from incompatible uses.

*Policy 1.0403*

The City should continue to develop and implement its long-term open space and parks acquisition, dedication, development and management program.

Areas of open space should be encouraged as an important component of private developments as well as the park and recreation system. These areas serve to protect unstable slopes or sensitive areas, enhance water quality or wetlands, preserve wildlife habitat or migration routes, provide visual relief, enhance the streetscape along City streets, reduce noise levels or provide other site amenities. Open space areas shall emphasize the protection of designated greenways such as North Creek and its tributaries, as well as large wetland features such as Thomas Lake and North Creek Park.

Active recreation use of these open space areas may not be appropriate in all cases, and passive recreation use should be secondary to the other functions they serve.



*Policy 1.05*

~~Park and recreation facilities should be sited, designed and developed with consideration given to the long-term maintenance, operation and renovation or replacement costs.~~ Moved to Goal B

**Goal B: Park Safety and Convenience**

**The City shall pursue and, where appropriate, participate in the acquisition and development of parks that are both convenient and safe.**

The park and recreation system should incorporate a variety of park types and sizes, including mini-parks, neighborhood parks and community parks that are easily accessible to the population they are intended to serve. Safety (e.g., natural surveillance for crime reduction and well-designed play equipment to reduce the risk of injuries) should be a prime consideration in designing and developing parks.

*Policy 2.01*

To encourage safety as a prime consideration in the design and development of park and recreation facilities, park designs, facilities and fixtures should be encouraged to incorporate measures that reduce the exposure of users to unsafe conditions. Fixtures that are able to withstand wear while remaining safe and functional should be used. Appropriately-placed landscaping should enhance natural surveillance to reduce the risk of crime. The ability of the City to maintain the facilities in a safe condition should be a consideration in design development and equipment selection.

*Policy 2.02*

Park designs should incorporate adequate on-site and off-site parking for vehicles and bicycles according to the function, type, size and location of the park facility. This should include consideration of the access, size and turning radii of maintenance or emergency vehicles that might be required at the site and the traffic volumes experienced on the adjacent roadway.

*Policy 2.03*

Park and facility designs shall meet the requirements of the Americans with Disabilities Act (ADA) by incorporating designated spaces for barrier-free parking, curb cuts, hard surface trails, low gradient ramps and inclines, recreational equipment, plumbing fixtures and any other improvements required by the Act that ensure that parks are accessible to all persons.

*Policy 2.04*

When considering the acquisition of park land, the City should consider sites that are easily accessed off of collector or arterials streets, and can also be safely reached by pedestrians and cyclists.

Park and recreation facilities should be located along or near proposed or existing bicycle and pedestrian trails to provide convenient access within the park's service area. Where possible, community parks and athletic facilities should be located so that they



are accessible from the North Creek Trail, as well as pedestrian and bicycle facilities along nearby roads. Adequate provision for access by bicyclists and pedestrians could promote healthy lifestyles, reduce overall traffic volumes within the commercial and residential areas of Mill Creek, and could limit the need to devote scarce recreational resources to parking.

Spur trails connecting these recreation facilities directly to regional trails should be provided.

*Policy 1.05* Renumber to 2.05 - moved from Goal A  
Park and recreation facilities should be sited, designed and developed with consideration given to the long-term maintenance, operation and renovation or replacement costs.

**Goal C: Parks and Recreation Programming**

The City's recreational programs shall be developed to serve the needs of all ages.

The parks and recreation program should provide programming and facilitate educational and skill classes to serve the diverse age groups and interests of Mill Creek residents. Class offerings should take advantage of both public and private facilities and resources within the community. ~~Adventure sports offerings that rely on natural physical features located outside of the community may be facilitated through qualified, private outfitters and instructors.~~

*Policy 3.01*

Develop a parks and recreation program that offers a broad range of courses to enhance the quality of life for Mill Creek residents.

The selection and quality of program offerings should be consistent with area residents' willingness to support them. The offerings should make use of park facilities, natural areas and environmental education opportunities within Mill Creek.

*Policy 3.02*

The City shall develop and maintain a list of both public and private recreational facilities and programs in the area that are generally available to the public to ensure a balanced recreational system.

The parks and recreation program shall ~~maintain a current index take into consideration of recreational offerings provided by the City, Snohomish County and other public and private recreation providers in the area. The intent of this index is to identify programming needs and define the different roles played by the public and private sectors, while also helping to identify facilities for potential users.~~ In order to keep abreast of changing population needs and community characteristics, program evaluations and surveys of community interests should be conducted periodically.

***Policy 3.03***

Develop a cooperative relationship with Snohomish County, the state, the City of Everett, Everett School District and neighboring communities. The City shall identify ways in which its recreation goals, needs and resources complement or overlap with those of other jurisdictions, agencies and recreation providers in the area.

Cooperation with other jurisdictions is especially important in relationship to regional recreation facilities, such as McCollum Park and North Creek Park, which serve the population of a broad area including Mill Creek, Bothell, Everett and unincorporated Snohomish County.

***Policy 3.04***

The City should identify additional opportunities for cooperating with the Everett School District No. 2, the Northshore School District, the Edmonds School District and the Mukilteo School District No. 6 to increase the use of park facilities by the local schools and increase the use of schools for active recreation use and programming by the City of Mill Creek. Potential opportunities may include the City utilizing park mitigation funds to improve facilities owned by other public entities that meet identified park needs subject to the public having the right to utilize said facilities.

Cooperative use of schools during afternoons, evenings and the summer could reduce the costs to both the City and the school district of maintaining and operating separate facilities.

**Goal D: Park Uses and Types of Facilities**

**The City shall encourage the development of active and passive recreational facilities in future neighborhood, community and regional parks within the Municipal Urban Growth Area (MUGA).**

***Policy 4.01***

The park and recreation system should emphasize the provision of opportunities for active recreation activities since there is currently a deficit of these opportunities. Public facilities for which there is a special need include adult and youth softball/baseball and full size soccer fields, tennis courts, volleyball courts, a multiple-use recreation/community center with gym, bicycle trails, and jogging or fitness trails. The Mill Creek Sports Park, completed in January 2004, includes a skateboard park, modified soccer field and Little League field. These facilities help fulfill the need for active recreation activities in the City; however, additional facilities would be needed to meet the recreation needs of the community.

These and other recreation facilities should be provided considering public need using the Level of Service (LOS) Standards and Facility Guidelines for recreation and park facilities as adopted in this element and funding available to the City. These LOS Standards and Facility Guidelines should be reviewed and, if necessary, revised as a part of the Comprehensive Plan update process to incorporate the changes in the supply of public and private recreation opportunities and in the needs of the population.



Policy 1.02 (renumber to 4.02 - moved from Goal A)

A trail system shall be planned and developed that joins the existing public/private trail system with future trail systems both inside and outside the city limits.

A network of public bicycle and pedestrian trails and paths shall be developed to link neighborhood and community parks to each other and to provide access between neighborhoods and community activity centers. The trail system shall tie into the planned Snohomish County trail systems and extend between McCollum Park and North Creek Park. In this manner, the trail system can serve both as a recreational amenity and a transportation facility.

**Goal E: Acquisition and Development of Future Parks**

**The City shall pursue and, where appropriate, participate in acquisition of public lands to meet the recreational needs of the community in order to provide high quality and convenient recreation facilities and to provide for the City's anticipated growth.**

This Parks and Open Space Element, together with the Capital Facilities Plan Element and the Land Use Element of the Comprehensive Plan, will direct and coordinate the acquisition, development and expansion of a public park and recreation system, coordinated with existing private facilities, to serve the diverse needs and interests of people living within the community. The park system will provide accessible park lands and open space for both active and passive recreation activities; natural reserves and areas with developed recreation facilities; pedestrian and bicycle trails; and opportunities for educational and leisure programming.

Funding for system acquisition and development of open space, parks and recreation areas will depend both on the residents' willingness to pay for them (e.g., through voter approved bonds or property taxes) and on funding from the following potential sources:

- Application to the Washington State Recreation and Conservation Office for participation in the Grant-In-Aid Program of matching monies;
- Dedication of land to the City through the processes of annexation and subdivision;
- Dedication and/or purchase of conservation easements or development rights;
- Revenues from the Real Estate Excise Tax (REET)
- Direct purchase from private parties utilizing General Fund resources;
- Park impact fees through the subdivision permitting process, including voluntary contribution or development agreements between the City and private sectors;
- Acquisition and development with other jurisdictions or service districts;

- Land trades for other public property and implementation of impact fees for park improvements;
- Private donation of property to the City as a gift; and
- Funds available through the creation of and/or participation with a Metropolitan Park District or Recreation Service Area.

*Policy 5.01*

Residential developers shall contribute to the park and recreation system to offset the impact of proposed residential projects upon the City's parks and recreation system.

Contributions to the City can take many forms including donation of land, dedication of conservation or access easements or development rights, payment of mitigation fees to the City, direct funding or development of park and recreation facilities and provisions for public use.

*Policy 5.02*

Commercial developers may also be required to contribute to the park and recreation system if a commercial or mixed-use development creates by itself or cumulatively a demand for said facilities.

*Policy 5.03*

The City shall require appropriate dedications to the planned park system during the annexation, subdivision and/or the development permit process. In addition, mitigation for identified adverse impacts to the City's park system will be required under SEPA, GMA concurrency or the development impact ordinances.

The ~~subdivision ordinance~~ development code shall contain regulations to guide land or impact fee contributions to the park and recreation system. Contributions of land will be dedicated to the City or held in common ownership for specific park purposes. The identified impact fees will be paid to a park and open space account to provide for park acquisition or facility development at appropriate locations within the community.

The City's SEPA ordinance, GMA concurrency ordinance and mitigation ordinance shall be used, as appropriate, to identify the impacts of annexation, subdivision, multiple family or commercial development and the associated increases in population on park and recreation facilities and programs within Mill Creek. Where adverse environmental impacts upon the park and recreation system are anticipated, project mitigation measures will be required by the City. The formulas for recreation mitigation are based upon the City's LOS Standards and Facility Guidelines for parks and recreation facilities.



*Policy 5.04*

A well dispersed system of mini-parks shall be developed to serve the needs of community residents, primarily provided through participation by developers and the private sector.

Mini-parks may be public or private facilities and shall be located within neighborhoods, residential areas or planned unit developments, in close proximity to apartment complexes, townhouse developments, housing for the elderly and commercial centers. These parks should support active and/or passive recreation activities depending upon the specific needs of the local residents. Parking areas generally would not be necessary for these facilities.

~~*Policy 5.05*~~

~~The City shall pursue and, where appropriate, participate in the acquisition of a large community park site and appropriate neighborhood park sites before the most suitable sites are committed to other uses.~~

~~The Parks and Open Space Map identifies potential locations for acquiring land to develop a community park and additional neighborhood parks within the City's Urban Growth Area.~~

*Policy 5.0605*

In addition to acquiring land to develop community parks, the City may fulfill community park needs by securing public access to facilities that meet community park needs owned by other public jurisdictions or agencies.

*Policy 5.0706*

The City may use community park mitigation funds to fund facilities that meet community park needs owned by other jurisdictions or agencies as long as the City secures the right for public access and use of these facilities.

*Policy 5.0807*

To ensure quality development of future parks that meet the needs of the residents within the City and complement the character of the community, a park master plan will be prepared for each park site, with input from the community and the Parks and Recreation Board. Following preparation of the proposed park master plan, the ~~Planning Commission~~Hearing Examiner will hold a public hearing on the Conditional Use Permit for the park plan ~~and formulate a recommendation to the City Council.~~ Following action by the ~~City Council~~Hearing Examiner, the Design Review Board will review the final landscape plans, as well as any signage and/or structures for compatibility with the surrounding neighborhood and the community as a whole.

*Policy 5.0908*

In reviewing proposals to annex developed property lacking adequate public park and recreation facilities to the City, the City may consider appropriate mitigation measures to offset impacts to the existing and planned public park system as a condition of annexation. If land is not available or the City does not have funding to acquire and develop additional park land, adjusting the LOS for areas in the MUGA could be considered.

*Policy 5.1009*

The City's Level of Service Standards and Facility Guidelines for parks and recreation facilities should be periodically evaluated to ensure that they continue to reflect the community's needs and the City's ability to provide such facilities.

**Goal F: City Park Identification and Public Use**

**City park facilities should be clearly identifiable as facilities that are open for use by the general public.**

*Policy 6.01*

City park facilities shall be designed to be welcoming to the public. In addition, appropriate signage shall be utilized to clearly identify City of Mill Creek park facilities.

**Goal G: Private Open Space**

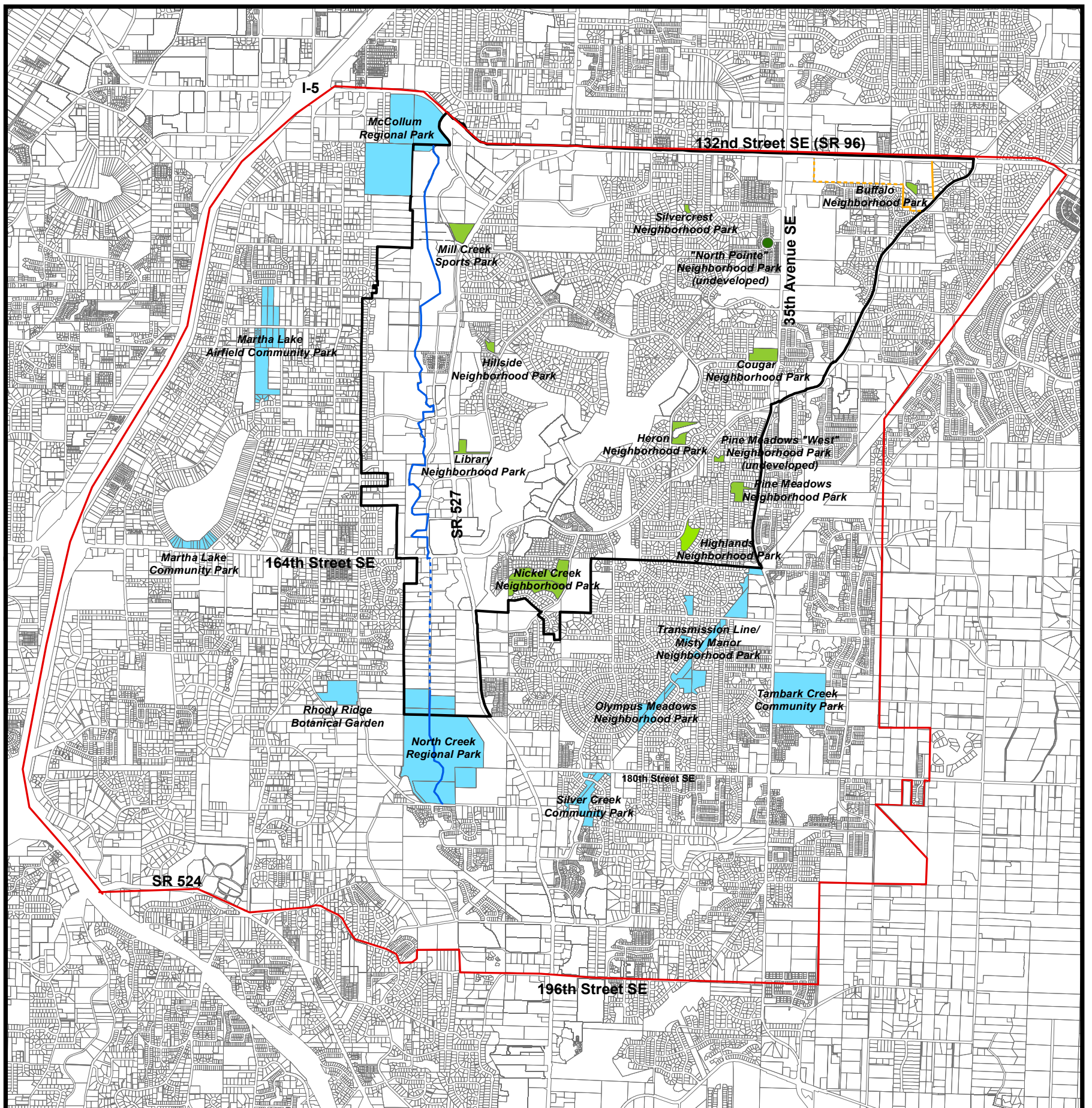
**Residential development shall provide adequate private open space within the development to meet the recreational and health and safety needs of the occupants.**








*Policy 7.01*

Residential development shall provide useable private open space sufficient for the health and enjoyment of its occupants. The amount of private open space required shall be based upon standards and criteria that take into account the specific needs of the occupants of the development, including, but not limited to, such factors as healthful environment, recreational needs, proximity to public recreational facilities, gross land area of the development, the zone district in which the development is located, and the expected density of the development. ~~The criteria and standards shall be determined and adopted by action of the City Council.~~

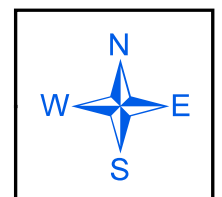


# Parks and Trails



-  City Limits
-  Municipal Urban Growth Area
-  Tamark Creek Community Park
-  City Parks
-  County Parks
-  North Creek Trail
-  East Gateway Urban Village Trail

DRAFT  
Ord. 2015-\_\_\_\_  
Effective \_\_\_\_\_





**CHAPTER XV  
GLOSSARY**

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- Access Management** The placement of vehicular access points from private property to the public right-of-way in a manner that attempts to minimize access conflicts and congestion on the public roadway. Typical implementation measures would include limiting the number of access points, requiring a minimum distance between access points, and requiring vehicular access between adjacent properties that have similar and/or compatible uses.
- Accessory Apartments Dwelling Unit** An accessory ~~apartment is an additional living unit secondary to the primary living unit including separate kitchen, sleeping and bathroom facilities, attached to the primary residential unit.~~ dwelling unit is a second dwelling unit that is subordinate to and located on the same lot as a principal residence and includes provisions for independent cooking, living, sanitation, and sleeping. Accessory dwelling units may be either attached to a principal single-family residence or an accessory building, and may not be subdivided or segregated in ownership from the principal residence.
- Affordable Housing** Housing where the occupant is paying no more than 30 percent of gross income for gross housing costs, including utility costs.
- Area Median Income** The measure of median income used in this document is that of the Seattle-Bellevue HUD Metro Fair Market Rent Area (HFMA). This measure is used in administering the Section 8 voucher program in Snohomish County.
- Capital Facilities** Capital facilities are publicly owned assets such as real estate, structures, or equipment with a value of at least ~~\$15,000~~ \$25,000 and an expected useful life of at least ten years. For the purposes of the Capital Facilities Plan Element, capital facilities include: park and recreation facilities, transportation facilities (roads and sidewalks), stormwater management facilities and civic facilities (City Hall & Library).
- Capital Facilities Improvement Program Plan** The Capital ~~Facilities-Improvement Program Plan~~ is a financing tool used by the City to identify all capital projects anticipated to be undertaken by the City within the next seven years. The Capital ~~Facilities-Improvement Program Plan~~ includes each project's estimated cost and the funding source. Project cost cannot exceed the resources available to fund the



	<p>project. The seven-year Capital <u>Facilities Improvement Program Plan</u> is a component of the Capital Facilities Plan Element.</p>
<b>Civic Facilities</b>	<p>Public uses owned by the City, County or special purpose governments and operated for the use of the general public. Civic facilities include the city hall, library, parks, police and fire department buildings, schools and transit facilities.</p>
<b>Collector Roadway</b>	<p>A roadway that collects traffic from residential neighborhoods and business areas and concentrates the volume to a controlled point intersection. This type of roadway primarily services residential areas but can also serve commercial and industrial areas. Property access is limited.</p>
<b>Community Business</b>	<p>A zone district that serves the City's general needs for professional and personal services, cultural and entertainment uses, retail establishments, stacked housing, government and public open spaces.</p>
<b>Community Park</b>	<p>A park that is intended to serve the entire City with a combination of active and passive recreation uses. The size of community parks range between 5 to 35 <del>acres and includes both active and passive uses.</del></p>
<b>Comprehensive Plan</b>	<p>The official public document used by both the public and private sectors of the <u>city-City</u> to guide in the decision-making process related to the future use, conservation and re-use of land in the City and surrounding area.</p>
<del><b>Contract Zoning</b></del>	<p><del>The establishment of conditions in connection with a rezoning which bind the developer and the community to its terms.</del></p>
<del><b>Cutting Preserve</b></del>	<p><del>A lineal strip of vegetation in public or private ownership ranging in width from 15 to 75 feet, situated between a collector or arterial right-of-way line and real property lines of adjacent developments that is intended to visually and physically separate and buffer the activities of residential neighborhoods and other land uses from the activities of the transportation corridor.</del></p>
<b>Fair Share Methodology</b>	<p>The fair share methodology is a method developed by Snohomish County and its cities to equitably distribute low and low-moderate income housing among the cities and unincorporated county. It is intended to ensure that concentrations of low-income housing do not continue to adversely impact a few areas in the county.</p>
<b>Goals</b>	<p>The public statements of direction, mission and purpose that are the foundation from which land use, transportation, environmental, design and parks and open space policies and</p>



proposals have been constructed. The goals are the driving force behind the development and conservation concepts that the City is planning.

**Growth Management Act**

The legislative act enacted by the 51st legislature in the 1990 session related to the management of growth in the state's most populated counties and cities. The Growth Management Act requires comprehensive plans, regulations consistent with said plans, required plan elements, the definition and regulation of critical areas and established deadlines in which all comprehensive plans must be prepared and implemented.

**Home-Sharing Programs**

~~A home-sharing program is typically a clearinghouse that helps to match housemates. This is a concept that is attractive to elderly homeowners who desire help with household chores and the security that can be provided by a young adult "housemate." Shared housing arrangements help to reduce the growing need for separate elderly housing facilities and complement the "aging in place" approach to elderly care.~~

**Inclusionary Zoning**

Inclusionary zoning is a technique applied to new housing developments in which a certain portion of the units being constructed are set aside to be affordable to low- and moderate-income home buyers. This technique may be applied to both rental and owned units, and single-family or multifamily housing projects.

**Income Levels**

Income levels as defined by the Department of Housing and Urban Development (HUD) and that are used in planning for housing needs:

**Extremely Low-Income** Households whose income is below 30 percent of the area median income.

**Very Low-Income** Households whose income is between 31 and 50 percent of the area median income.

**Low-Income** Households whose income is between 51 and 80 percent of the area median income.

**Moderate-Income** Households whose income is between 81 and 95 percent of the area median income.

**Middle-Income** Households whose income is between 95 and 120 percent of the area median income.

**Industrial/Business Parks**

An area of land planned and zoned for industrial and office uses, controlled by a landowner, to be developed as a single entity for a number of office and industrially-related uses, the



	plan for which does not correspond in lot size, bulk or open space to the regulations established in any one industrial or office zone district.
<b>Issues</b>	Statements of concern, interest or conflict that are addressed, affirmed or resolved through the implementation of policies or proposals.
<b>Land Use Plan</b>	A component of the Land Use Element of the Comprehensive Plan that portrays the future use of land in the City and surrounding area. It illustrates the spatial location of land uses for residential, commercial, industrial, open space and institutional uses.
<b>Linkage Programs</b>	<del>Refers to a variety of programs that either require or induce developers of commercial office buildings, or other non-residential building projects, to directly construct or make financial contributions toward the construction of market-rate or affordable housing.</del>
<b>Major Arterial</b>	A roadway that carries large volumes of commuter traffic from a source to a destination. This type of roadway is the main stream of a roadway network and is designed for capacity, speed and limited access. Property access is restricted whenever possible.
<b>Manufactured Housing</b>	A manufactured building or major portion of a building designed for long-term residential use. It is designed and constructed for transportation to a site for installation and occupancy when connected to required utilities.
<b>Mini-Parks</b>	Designated open spaces intended for passive recreational use and designed to serve only a limited number of users generated by the specific land use development. Mini-park sizes are usually less than one acre.
<b>Minor Arterial</b>	A roadway that carries concentrated area volumes between a source point to a major arterial. This type of roadway is similar to a major arterial, but generally has lower capacity, speed and more direct access points. Property access is restricted whenever possible.
<b>MUGA</b>	The geographic area that encompasses the existing corporate limits of the City and the area outside such limits that can be provided with a full range of urban level services to accommodate urban densities for a 20-year time period. The Municipal Urban Growth Area contains land that the City may consider including in its corporate limits through the process of annexation.
	A concentrated form of commercial development intended to

**Neighborhood Commercial**

serve the surrounding neighborhoods with a broad range of convenience goods and services. The size, design, uses and

activity levels are carefully monitored to ensure compatibility with the surrounding residential neighborhood areas.

**Neighborhood Park**

A park situated near the center of a residential neighborhood intended to serve the surrounding area with a combination of active and passive uses that are compatible with the uses of the neighborhood. Neighborhood parks should be located within ¼ to ½ mile walking radius to the neighborhoods served since the primary mode of accessibility is walking or bicycling.

**Overlay Zone**

~~A set of zoning requirements that is described in the ordinance text, is mapped, and is imposed in addition to those of the underlying district. Developments within the overlay zone must conform to the requirements of both zones or the more restrictive of the two. It usually is employed to deal with special physical characteristics such as flood plains or steeply sloping areas, but it has other applications as well.~~

**Planned Unit Development (PUD)**

A form of development usually characterized by a unified site design for a number of housing units, clustering buildings and providing common open space, density increases and a mix of building types and land uses. It permits the planning of a project and the calculation of densities over the entire development, rather than on an individual lot-by-lot basis. It also refers to a process, mainly revolving around site-plan review, in which public officials have considerable involvement in determining the nature of the development. While PUD has most commonly been used for housing development, it also is frequently applied to other forms of development such as shopping centers, industrial and office parks and to mixed-use developments which may be any combination, depending on local ordinance.

**Planning Process**

The sequential procedure of developing a comprehensive plan including the formulation of goals, policies, proposals and implementation actions to attain the goals and vision of the plan.

**Policies**

Official public statements of specific courses of action to follow in order to address, affirm or resolve an issue and move toward the attainment of stated goals.

**Positive Drainage**

Stormwater runoff that drains from a specific site and to a natural or manmade detention facility.



<b>Regional Park</b>	Regional parks are intended to serve a wider population than community parks and are usually at least 50 acres in size. Regional park facilities should contain both active and passive uses. Because of the large size, a regional park may also contain additional public facilities such as a performing arts center, regional drainage facility, wildlife preserve and other uses considered compatible with the theme of the regional park.
<b>Residential Roadway</b>	A roadway whose primary function is to allow traffic direct access to individual properties. This type of roadway serves residential areas only with low volumes and speed. Direct property access is allowed.
<b>Riparian Vegetation</b>	Vegetation growing on the banks and adjacent terrestrial environments of bodies of fresh water and surface-emergent aquifers. This type of vegetation supports a much more diverse biological community than do adjacent terrestrial habitats and serve more valuable functions which include (1) providing a source of forage and refuge for wildlife adjacent to water bodies, (2) acting as a sediment trap, (3) helping to regulate water temperature, (4) reducing shoreline and riverbank erosion, (5) reducing the severity of flooding and (6) providing valuable recreational sites and other amenities.
<b><u>Roadway Buffer / Cutting Preserve</u></b>	<b><u>A greenbelt lying outside of and adjacent to the right-of-way line of collector and arterial roadways. Roadway buffers /cutting preserves are usually in separate, designated tracts and depicted on the face of a plat or binding site plan.</u></b>
<b>Shall</b>	The use of the term "shall" means an action is mandatory or imperative.
<b>Should</b>	The use of the term "should" means an action is permissive or discretionary.
<b>Special Needs Housing</b>	Affordable housing for persons that require special assistance or supportive care to subsist or achieve independent living, including but not limited to persons that are frail, elderly, developmentally disabled, chronically mentally ill, physically handicapped, homeless, persons participating in substance abuse programs, persons with AIDS and youth at risk.
<b>Stormwater Detention System</b>	A stormwater storage facility which collects the upstream runoff, provides temporary storage, and controls the release volume to the downstream conveyance system. The design concept is to delay the upstream volumes to avoid overcharging the down stream conveyance system during peak runoff. Typical detention system types are large underground pipes or open dry ponds.



<b>Stormwater Retention System</b>	A stormwater storage facility which collects the upstream runoff and retains the water. The design concept is to retain all runoff without release to the down stream. Typical retention system types are open ponds and lakes.
<b>Stormwater Retention/ Detention</b>	A stormwater storage facility that combines both retention and detention. The design concept is to retain a known volume of runoff and delay release of any additional runoff volume. Typical retention/detention systems are open ponds and wetlands.
<b>Stormwater Storage Facility</b>	Any combination or arrangement of detention and retention facilities in a stormwater conveyance system.
<b>Streetscape</b>	The public rights-of-way of City streets and adjacent private lands that contain street-related facilities such as landscaping, signage, street furniture, vehicular and pedestrian ways and building frontages and situated within the general corridor of the street.
<b>Subdivision</b>	The division or redivision of land into five or more lots, tracts, parcels, sites or divisions for the purpose of sale, lease or transfer of ownership.
<b>Transit Facilities</b>	Public transit improvements owned by a public transit authority and operated to serve the mass transit needs of the general public. Examples of transit facilities include park and ride lots, van pool lots, bus transfer stations and bus pull-outs.
<b>Transit Oriented</b>	Describes physical improvements to property that are characterized by site design features intended to encourage public transportation and other Transportation Demand Management measures as an alternative to the private single occupant vehicle. Examples include: bus pullouts, transit shelters, designated car/van pool parking areas, sidewalks/ pedestrian paths and limited parking.
<b>Transportation Demand Management (TDM)</b>	Strategies aimed at changing travel behavior rather than expanding the physical transportation network to meet travel demand. Examples include changing work hours, ridesharing programs, parking policies and telecommuting.
<b>Urban Growth Area</b>	The geographic area that encompasses the existing corporate limits of the City and the area outside such limits that can be provided with a full range of urban level services to accommodate urban densities for a 20-year time period. <del>The Urban Growth Area contains land that the City may consider including in its corporate limits through the process of annexation. The City Council passed a resolution in March 2009 that extend the UGA to be coexistent with the MUGA. The City is within Snohomish County's Southwest Urban</del>



Growth Area (SWUGA), which includes several cities. Each city within the SWUGA has their own Municipal Urban Growth Area (MUGA).

**Utilities/Public Utilities**

Enterprises or facilities serving the public by means of an integrated system of collection, transmission, distribution and processing facilities through more or less permanent connections between the plant of the serving entity and the premises of the customer. These include the systems for the delivery of natural gas, electricity, telecommunications services and water and for the disposal of sewage.

**Vegetative Buffer**

A linear strip of land in private or public ownership situated between land use developments that provide definition to individual developments and screening between developments through the preservation of significant natural vegetation or the installation of new vegetation.

**Wetland or Wetlands**

Areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds and landscape amenities. However, wetlands may include those artificial wetlands intentionally created from non-wetland areas to mitigate conversion of wetlands, if permitted by the county or City.

**Zero Lot Lines**

A development technique in which the setback requirements for one or more sides of the lot are omitted so that buildings are allowed to abut property lines. This design technique creates more usable space on individual lots and is an effective way of protecting solar access.

**Zoning**

Zoning is the basic means of land use control available to a local government. Zoning divides the community into districts (zones) and imposes different land use controls on each district, specifying the allowed uses of land and buildings, the intensity or density of such uses, and the bulk of buildings on the land.



Date: November 24<sup>th</sup>, 2015

A/P Check Batches		
Dated	Check Numbers	Amount
11/06/2015	54556-54558	\$7,342.27
11/13/2015	54559-54615	\$1,328,519.96
<b>Total</b>		<b>\$1,335,862.23</b>

Voided Checks	
Numbers	Explanation
54555	Printer Issue

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 54556 through 54615, in the amount of \$1,335,862.23.

We recommend approval of the above stated amount with the following exceptions:

\_\_\_\_\_

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
*Judy Munn*  
 Finance Director  
 \_\_\_\_\_  
*Rebecca C. Potyostk*  
 City Manager

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**Accounts Payable**

Checks by Date - Detail by Check Date

User: jodieg  
 Printed: 11/18/2015 2:06 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54556	STAND 600156-0001	Standard Ins. Company RA Life, AD&D & LTD Prem. MEBT- ER Paid	11/06/2015		4,094.76
			Total for Check Number 54556:	0.00	4,094.76
54557	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem. MEBT-ER Paid	11/06/2015		1,960.57
			Total for Check Number 54557:	0.00	1,960.57
54558	AFSCME	WSCCCE, AFSCME, AFL-CIO PR Batch 00002.10.2015 Union Dues PR Batch 00001.11.2015 Union Dues	11/06/2015 PR Batch 00002.10.2015 Uni PR Batch 00001.11.2015 Unic		668.12 618.82
			Total for Check Number 54558:	0.00	1,286.94
			Total for 11/6/2015:	0.00	7,342.27
54559	agostino Pay Est #1	Agostino Construction Inc 2015 Median & Drainage Repairs-Pay Est #1	11/13/2015		81,406.64
			Total for Check Number 54559:	0.00	81,406.64
54560	AGRII 1291	AGRII Party & Events Rental Tent/Flags/Fans-Veterans Day Parade	11/13/2015		600.00
			Total for Check Number 54560:	0.00	600.00
54561	ALDWTR 00320003-01 01100176-01 01300169-01 01550006-01 02170002-01 02460002-01 02470001-01 03050003-01 03095000-01 03805002-01 03865000-01 04900159-01 05400166-01 05590004-02 05600177-03 05700181-01 05702001-01 05705005-01 06900173-02 07850004-01	Alderwood Water District Seattle Hill Rd I/R 7/27-9/21 Median 4 & 5 I/R 7/27-9/21 1901 Fern Dr/Median #2 7/27-9/21 16011 28th Dr SE i/R 7/27-9/21 seattle Hill Rd I/R 7/27-9/21 155 Village Grm Dr I/R 7/27-9/21 155 VLG Grm/Heron Pk 7/27-9/21 15933 29th Dr SE I/R 7/27-9/21 16220 27th Dr SE I/R 7/27-9/21 16217 27th Dr SE I/R 7/27-9/21 16205 25th Dr SE I/R 7/27-9/21 Seattle Hill Rd I/R 7/27-9/21 Median Number 6 I/R 7/27-9/21 15720 Mill Creek Blvd D/C 7/28-9/21 15720 Main Street 7/27-9/21 15728 Main St I/R 7/28-9/21 15728 Main St D/C 7/27-9/21 15728 Main Street 7/28-9/21 1300 156th Pl SE I/R 7/27-9/21 16101 Highland Blvd/Restr 7/27-9/21	11/13/2015		88.75 277.95 203.74 67.15 67.15 455.13 181.95 67.15 67.15 67.15 68.40 67.15 129.23 14.04 469.23 301.43 14.04 443.74 53.90 177.15

# AGENDA ITEM #A.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	07855001-01	16101 28th DR SE I/R 7/27-9/21			730.63
	07895001-01	16021 28th Dr Se I/R 7/527-9/21			67.15
	07900155-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	08000152-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	08300050-01	3310 157th Pl SE I/R 7/27-9/21			1,354.15
	08800024-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	08900020-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	09000017-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	09080000-01	14600 Mill Creek Blvd I/R 7/27-9/22			29.90
	09100016-01	Seattle Hill Rd I/R 7/27-9/21			67.15
	13233000-01	15200 Mill Creek Blvd I/R 7/27-9/21			29.90
	25703000-01	14725 32nd DR SE I/R 7/27-9/22			309.85
	26070000-01	15803 32nd Ave SE 7/27-9/21			177.15
	26467000-01	1900 164th ST SE 7/27-9/21			67.15
	26468000-01	1900 164th St SE I/R 7/27-9/21			248.95
	33254000-01	14725 32nd Dr SE 7/27-9/22			177.15
	34493000-01	15720 Main St I/R 7/27-9/21			1,015.80
			Total for Check Number 54561:	0.00	7,892.26
54562	AMTESTIN 89175	Am Test, Inc 5 Fecal Coliform Analysis	11/13/2015		125.00
			Total for Check Number 54562:	0.00	125.00
54563	APPDANST 5935	Applause Studio Inc Superhero Party 11/07 #5935	11/13/2015		96.00
			Total for Check Number 54563:	0.00	96.00
54564	HRSUSA 012537	Capital One Commercial Costco Annual Membership Dues	11/13/2015		55.00
			Total for Check Number 54564:	0.00	55.00
54565	CARLSONJ 6028	Jessica Carlson Adventures in Art 9/25-10/30 #6028	11/13/2015		761.60
			Total for Check Number 54565:	0.00	761.60
54566	CARTERE Reimb Exp	Eric Carter Reimb 2012 IRC Plumbing Insp Cert-E Carter	11/13/2015		168.00
			Total for Check Number 54566:	0.00	168.00
54567	CINTAS 460469369 460469369A	Cintas Corporation Loc. #460 Floor Mat Service 10/30 Floor Mat Service 10/30	11/13/2015		59.36 34.63
			Total for Check Number 54567:	0.00	93.99
54568	CITYLYN 11865 11866 11867	City of Lynnwood Jail Room & Board - Aug Jail Room & Board - Sept Jail Room & Board - Oct	11/13/2015		690.00 1,115.00 272.92
			Total for Check Number 54568:	0.00	2,077.92
54569	COUNTRYS 10/22	Countryman Signs 200-18x24 Corex Signs-No Parking	11/13/2015		1,146.60



# AGENDA ITEM #A.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54569:	0.00	1,146.60
54570	XDANIELJ 2001098.002	Jen Danielson Refund Youth BB-Girls 5th Grade-Addison	11/13/2015		120.00
			Total for Check Number 54570:	0.00	120.00
54571	EASC 2015-474	Economic Alliance Snohomish Co Annual Investment 2016	11/13/2015		10,000.00
			Total for Check Number 54571:	0.00	10,000.00
54572	ECONW 16313	ECONorthwest MC Corridor Market Analysis & FIS 10/1-10/31	11/13/2015		2,530.00
			Total for Check Number 54572:	0.00	2,530.00
54573	ADLFSASC 117235	ESA Prof Serv 35th Ave SE Recon - 07/07	11/13/2015		78.75
			Total for Check Number 54573:	0.00	78.75
54574	GILANIJ 6024 6082	FeelArtistic Acrylic on Canvas 10/06-11/03 #6024 Watercolor for Adults 10/06-11/03 #6082	11/13/2015		104.00 156.00
			Total for Check Number 54574:	0.00	260.00
54575	FONGJ 6078	Jeffrey Fong Photography: Digital Basic 10/01-10/29 #6078	11/13/2015		504.00
			Total for Check Number 54575:	0.00	504.00
54576	GTENORTH 425 316-3862	Frontier Phone Line Chgs 11/04-12/03-Alarm	11/13/2015		140.14
			Total for Check Number 54576:	0.00	140.14
54577	GUARDSEC 615660	Guardian Security Alarm Monitoring - CH Annex 12/01-02/29	11/13/2015		105.00
			Total for Check Number 54577:	0.00	105.00
54578	HORIZON 2M042810 2M042810A	Horizon 1 Gal Bar & Chain Oil/24 2 Cycle Oil Mix 1 Manure Fork 5 Tine Wood Handle	11/13/2015		142.85 54.37
			Total for Check Number 54578:	0.00	197.22
54579	INNOVAC Pay Est #3	Innovative Vacuum Services Inc 2015 Catch Basin Cleaning/CCTV Inspec-Pay E	11/13/2015		42,339.86
			Total for Check Number 54579:	0.00	42,339.86
54580	INTEGRA 13401643	Integra T-1 Monthly Chgs - Nov	11/13/2015		683.05
			Total for Check Number 54580:	0.00	683.05
54581	JOHNSOS 6038 6039	Stephen Johnson Beginner BB Basics:6-8yrs 10/7-11/4 #6038 Beginner BB Basics:9-12yrs 10/7-11/4 #6039	11/13/2015		1,050.00 1,011.15

AP Checks by Date - Detail by Check Date (11/18/2015 2:06 PM)

Page 3

# AGENDA ITEM #A.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54581:	0.00	2,061.15
54582	KLEIJ	John Klei	11/13/2015		
	Reimb Medical	Reimb Contacts-J Klei/LEOFF1			180.00
	Reimb MedicalA	Reimb Rx 1/24-4/28-J Klei/LEOFF 1			92.55
	Reimb MedicalB	Reimb Medical Exp 6/04-J Klei/LEOFF 1			157.44
	Reimb MedicalC	Reimb Rx 7/10-9/08-J Klei/LEOFF 1			50.51
			Total for Check Number 54582:	0.00	480.50
54583	LEXNEXIS 1509420026	LexisNexis LexisNexis Monthly Chgs 9/01-9/30	11/13/2015		152.35
			Total for Check Number 54583:	0.00	152.35
54584	MAYBERM 5931 6013 6017	Mitch Mayberry Tiny Tiger Martial Arts-Fall 1 9/18-10/30 #5931 Tiger Martial Arts: Beg 9/18-10/30 #6013 Tiger Martial Arts: Color 9/18-10/30 #6017	11/13/2015		269.50 358.50 323.40
			Total for Check Number 54584:	0.00	951.40
54585	MERCAS 6005 6007	Samantha Merca Spanish for Kids: 6 yrs-10 yrs #6005 Spanish for Adults 9/21-11/09 #6007	11/13/2015		453.60 579.60
			Total for Check Number 54585:	0.00	1,033.20
54586	NATBARR 261520	National Barricade Co., LLC 24-Delineator, 42" Arrow Top/30 Cones 28"-Str	11/13/2015		999.88
			Total for Check Number 54586:	0.00	999.88
54587	OREILLY 2986-428490	O'Reilly Automotive Inc Chipper Wire Adapter	11/13/2015		13.14
			Total for Check Number 54587:	0.00	13.14
54588	PACAIR 183037 183038	Pacific Air Control, Inc. HVAC Repairs-VAV Zone 1-8-CH HVAC Repairs CU2 & AH2-Library	11/13/2015		275.09 513.84
			Total for Check Number 54588:	0.00	788.93
54589	PLANTSCP 39806 39806A 39806B 39806C 39807 39807A 39807B 39807C 39807D 39807E 39808 39808A 39808B 39808C 39808D 39808E	Plantscapes Horticultural Services Fertilization - Sept/City Hall Fertilization - Sept/Library Fertilization - Sept/Parks Fertilization - Sept/R/W Medians Exterior Maint Ditch1-July Exterior Maint Ditch2-July Exterior Maint Ditch3-July Exterior Maint-N Crk Dr Pond-July Exterior Maint-MC Blvd Pond-July Exterior Maint-9th Ave Pond-July Exterior Maint Ditch1-Aug Exterior Maint Ditch2-Aug Exterior Maint Ditch3-Aug Exterior Maint-North Creek Dr Pond-Aug Exterior Maint-MC Blvd Pond-Aug Exterior Maint-9th Ave Pond-Aug	11/13/2015		73.53 17.28 1,879.46 249.56 167.94 97.24 106.07 247.50 97.23 220.98 167.94 97.24 106.07 247.50 97.23 220.98



# AGENDA ITEM #A.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	39809	Exterior Maint Ditch1-Sept			167.94
	39809A	Exterior Maint Ditch 2-Sept			97.24
	39809B	Exterior Maint Ditch 3-Sept			106.07
	39809C	Exterior Maint-North Creek Dr Pond-Sept			247.50
	39809D	Exterior Maint-MC Blvd Pond-Sept			97.23
	39809E	Exterior Maint-9th Ave Pond-Sept			220.98
			Total for Check Number 54589:	0.00	5,030.71
54590	PLATT H996908	Platt Electric Supply, Inc 2 Ballast/4 Lamp Holders-Closet Light-Sm Com	11/13/2015		36.19
			Total for Check Number 54590:	0.00	36.19
54591	PCC W15175	Precision Concrete Cutting Sidewalk Shaving	11/13/2015		9,584.52
			Total for Check Number 54591:	0.00	9,584.52
54592	PRYTHSP 391344	Protect Youth Sports Background Checks - P & R - Oct	11/13/2015		88.00
			Total for Check Number 54592:	0.00	88.00
54593	SNOCPUD	PUD No. 1 of Snohomish County	11/13/2015		
	2007-4359-9	186 Lights - 200W Var Loc 10/01-10/31			1,629.36
	2013-5396-8	15728 Main St 10/07-11/04			1,534.65
	2013-6774-5	902 164th St SE 10/03-11/02			34.34
	2016-6351-5	14600 16th Ave SE 10/03-11/02			16.87
	2016-6928-0	16110 1/2 29th Dr SE 9/26-10/26			26.05
	2017-5296-1	15429 1/2 Bothell Everett Hwy 10/06-11/03			16.76
	2017-8113-5	2701 155th St SE 9/29-10/26			44.52
	2018-9805-3	1700 Mill Creek Rd 9/24-10/23			115.86
	2025-2921-0	386 Lights - 100W Var Loc 10/01-10/31			1,208.18
	2025-7077-6	86 Lights - 250W Var Loc 10/01-10/31			887.52
	2026-2439-1	828 Lights - 100W Var Loc 10/01-10/31			5,646.96
	2027-6793-5	21 Lights - 400W Var Loc 10/01-10/31			298.20
	2029-0994-1	6 Lights - 150W Var Loc 10/01-10/31			25.26
	2029-2633-3	14729 12th Ave SE 9/29-10/27			15.33
	2029-5905-2	4842 SAC 10/06-11/03			67.69
	2030-2812-1	4560 SAC 10/02-11/02			52.52
	2032-5163-2	15510 Village Gr Dr 9/29-10/26			14.80
	2033-8815-2	15429 Bothell Everett Hwy 10/06-11/03			20.54
	2047-1752-4	9 Lights - 200W Var Loc 10/01-10/31			46.71
	2047-1753-2	41 Lights - 250W Var Loc 10/01-10/31			268.14
	2047-1754-0	39 Lights - 400W Var Loc 10/01-10/31			384.15
	2050-8723-2	17 Lights - 100W Var Loc 10/01-10/31			49.98
	2054-9532-8	49 Lights - 20W Var Loc 10/01-10/31			16.17
	2203-1739-0	1 Light - 240W Var loc 10/01-10/31			7.51
	2206-1241-0	15601 22nd Ct SE 9/29-10/26			17.13
			Total for Check Number 54593:	0.00	12,445.20
54594	RKSOLID 6052	Rock Solid Learning LLC Fossils Rock! 11/07 #6052	11/13/2015		75.60
			Total for Check Number 54594:	0.00	75.60
54595	RONGERJ 8172	John Rongerude P.S. Conflict Public Defender 5Z1040470	11/13/2015		300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54595:	0.00	300.00
54596	SCHOTTV 6076	Vicki Schott Couch to 5K 9/14-11/09 #6076	11/13/2015		756.00
			Total for Check Number 54596:	0.00	756.00
54597	SILVERL	Silverlake Water District	11/13/2015		
	14112-27585	132nd & SR 527 Irrig 10/01-10/31			36.40
	14737-19068	13617 28th DR SE Irrig 10/01-10/31			7.60
	17679-27345	15429 1/2 Bothell Everett Hwy 10/01-10/31			7.60
	17684-27596	15429 Bothell Way-Irrig 10/01-10/31			7.60
	24079-27593	Hillside Irrig 10/01-10/31			7.60
	32140-27632	13903 N Creek Dr-Irrig 10/01-10/31			7.60
	32141-27633	13903 N Creek Dr 10/01-10/31			70.55
	35995-27914	SR 527-Irrig 10/01-10/31			9.40
	35996-27914	14600 SR 527-Irrig 10/01-10/31			7.60
	35997-27914	13800 N SR 527-Irrig 10/01-10/31			7.60
	35998-27914	1600 SR 527-Irrig 10/01-10/31			7.60
	35999-27914	15200 SR 527-Irrig 10/01-10/31			7.60
	36000-27914	15100 N SR 527-Irrig 10/01-10/31			7.60
	36016-27914	SR 527 & Trillium Blvd-Irrig 10/01-10/31			7.60
	36025-27914	14600 SR 527-Irrig 10/01-10/31			7.60
	36026-27914	SR 527 & Dumas Rd-Irrig 10/01-10/31			140.80
	36365-27593	Dumas Rd Irrig 10/01-10/31			22.30
	37034-30017	14721 12th Ave SE-Irrig 10/01-10/31			7.60
			Total for Check Number 54597:	0.00	378.25
54598	SMITHS Reimb Travel	Scott Smith Reimb Lodging 10/27-30-APWA Fall Conf-S Sn	11/13/2015		339.45
			Total for Check Number 54598:	0.00	339.45
54599	SCFIRDS 15-04	Sno County Fire District #7 Fire Interlocal Agreement - 4th Qtr	11/13/2015		875,053.00
			Total for Check Number 54599:	0.00	875,053.00
54600	SCD 2034	Snohomish Conservation District SW Education Efforts 07/01-09/30	11/13/2015		1,455.92
			Total for Check Number 54600:	0.00	1,455.92
54601	SNOCOF I000393230 I000393230A	Snohomish County Finance Principal 800MHZ-2nd Half 2015 Interest 800MHZ-2nd Half 2015	11/13/2015		26,517.87 3,580.73
			Total for Check Number 54601:	0.00	30,098.60
54602	SNOCOPW I000393684 I000393684A I000393684B I000393684C I000393684D I000393684E I000393684F I000393684G	Snohomish County Public Works RR6138-Overlay Program-Sept RR7552-Dumas Rd & Park-Sept RR7553-Mill Crk Rd & Village Grn-Sept RR7554-164th SE/9th SE-Sept RR7573-35th SE/148th SE-Sept RR7797-Aid Agreement-Striping/Thermo-Sept RR7864-Dumas @ North Crk Dr-Sept RR7869-Mill Crk Blvd @ Main-Sept	11/13/2015		197,555.11 110.63 169.06 380.38 145.66 16,889.78 110.63 271.70



# AGENDA ITEM #A.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54602:	0.00	215,632.95
54603	SNYDERRF 5868605	Snyder Roofing Annual Roof Maintenance-Annex	11/13/2015		1,898.27
			Total for Check Number 54603:	0.00	1,898.27
54604	SNDPUBIN EDH666051 EDH666054 EDH667163	Sound Publishing Inc Notice of Public Hearing 11/10 Notice:Council Meeting Canceled 11/3 Notice of Public Hearing-Harms Estate 11/16	11/13/2015		41.28 25.80 49.88
			Total for Check Number 54604:	0.00	116.96
54605	STAPLEAD 8036185297 8036185297A 8036185297B 8036185297C 8036185297D 8036185297E 8036185297F	Staples Advantage General Office Supplies/Dept Share Copy Ppr Dept Share Copy Ppr Flash Drives/General Office-Dept Share Copy Pp Dept Share Copy Ppr Dept Share Copy Ppr Dept Share Copy Ppr Pens/Card Stock Paper	11/13/2015		216.95 60.28 478.92 60.28 60.28 60.28 58.85
			Total for Check Number 54605:	0.00	995.84
54606	STARDMSV 0116302-IN	Stardom Services Inc Window Cleaning/Waxing/Carpet Cleaning-CH	11/13/2015		1,450.00
			Total for Check Number 54606:	0.00	1,450.00
54607	USBANK 386000139	US Bank NA - Custody Investment Custody Charges 10/01-10/31	11/13/2015		130.00
			Total for Check Number 54607:	0.00	130.00
54608	UULC 5100159 5100159A	Utilities Underground Location Center On Call Location Service - 72 Locates On Call Location Service - 72 Locates	11/13/2015		46.44 46.44
			Total for Check Number 54608:	0.00	92.88
54609	VERIZON 9752614329 9752614329A 9752614329B 9754260313 9754260313A 9754260313B 9754261890 9754261890A 9754261890B	Verizon Wireless Monthly Cell Chgs 8/21-9/20-Parks Monthly Cell Chgs 8/21-9/20-PW Monthly Cell Chgs 8/21-9/20-Admin Monthly Cell Chgs 9/21-10/20-Parks Monthly Cell Chgs 9/21-10/20-PW Monthly Cell Chgs 9/21-10/20-Admin Monthly Cell Chgs 9/21-10/20-SW Monthly Cell Chgs 9/21-10/20-Bldg Broadband Unlimited 09/21-10/20-Exec	11/13/2015		125.02 62.51 20.83 125.76 62.88 20.96 36.60 118.74 40.01
			Total for Check Number 54609:	0.00	613.31
54610	WASTEMN 0403751-2677-4	Waste Management-Northwest 15728 Main St-St Sweeper-Oct	11/13/2015		47.70
			Total for Check Number 54610:	0.00	47.70
54611	WDHBLKRF 35891	WDH Black Rock Fiber Lease-15728 Main St to 3000 Rockefeller.	11/13/2015		642.87

**AGENDA ITEM #A.**

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54611:	0.00	642.87
54612	WELLSFRL 5002569487	Wells Fargo Financial Leasing Ricoh Printer Lease 11/18-12/17	11/13/2015		61.89
			Total for Check Number 54612:	0.00	61.89
54613	FLEETSER 42822074 42822074A 42822074B 42822074C 42822074D 42822074E 42822074F	Wex Bank Fuel for City Vehicles-Oct Fuel for City Vehicles-Oct Fuel for City Vehicles-Oct Fuel for City Vehicles-Oct Fuel for City Vehicles-Oct/SW P/U Fuel for City Vehicles-Oct/Sweeper Fuel for City Vehicles-Oct	11/13/2015		2,173.28 57.60 246.01 457.96 85.61 794.89 376.21
			Total for Check Number 54613:	0.00	4,191.56
54614	ZAC&THON 1150	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-Oct	11/13/2015		8,531.28
			Total for Check Number 54614:	0.00	8,531.28
54615	ZUMAR 0179066 0179099	Zumar Industries, Inc. 6-Share The Trail/2-Trail Closed Replaced 5 Faded Traffic Signs	11/13/2015		327.13 284.30
			Total for Check Number 54615:	0.00	611.43
			Total for 11/13/2015:	0.00	1,328,519.96
			Report Total (60 checks):	0.00	1,335,862.23





**Mill Creek**  
WASHINGTON

Date: November 24th, 2015

<b>Payroll Check Batches</b>		
<b>Dated</b>	<b>Check Numbers</b>	<b>Amount</b>
11/20/15	ACH Automatic Deposit Checks	\$143,737.30
11/06/15	ACH Wire MEBT- Wilmington Trust	\$21,918.94
11/06/15	ACH Wire- MCPD Guild Dues	\$2,000.00
11/06/15	ACH Wire- BAC- Flex Spending Acct	\$1,732.53
11/06/15	ACH Wire- ICMA RC- Def. Comp	\$2,048.93
11/12/15	ACH Wire- United Way Donations	\$822.00
11/10/15	ACH Wire- Assoc. of WA Cities	\$84,020.48
11/11/15	ACH Wire- FWT & Medicare Taxes	\$27,405.97
<b>Total</b>		<b>\$283,686.15</b>

<b>Voided Checks</b>	
<b>Numbers</b>	<b>Explanation</b>

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$283,626.15.

We recommend approval of the above stated amount with the following exceptions:

\_\_\_\_\_

\_\_\_\_\_

Councilmember

\_\_\_\_\_

Councilmember

\_\_\_\_\_

Finance Director

\_\_\_\_\_

City Manager

G:\Finance\WP\Payroll\Payroll Voucher Approval .doc

**.Validator Summary Report**

**Validator Summary Report**

**Report Date:** 11/18/2015  
**Report Time:** 02:17:07 PM

**Import Date:** 11/18/2015  
**Import Time:** 14:16:05  
**Customer:** City of Mill Creek  
**User:** JOSHROUNDY  
**File:** nov202015

**Exception List:**

<u>Rec #</u>	<u>Name</u>	<u>ID Number</u>	<u>Amount</u>	<u>D/C</u>	<u>Comments</u>
--------------	-------------	------------------	---------------	------------	-----------------

Total Batches in File:	1	Total Batches Accepted:	1	Total Batches Rejected:	0
Total Records in File:	108	Total Records Accepted:	108	Total Records Rejected:	0
Total Accepted Debit Amount:	\$0.00	Total Accepted Dollar Amount:	\$143,737.30	Total Rejected Dollar Amount:	\$0.00
Total Accepted Credit Amount:	\$143,737.30				



**Payment Approval Confirmation**



**Company:** City of Mill Creek  
**Requester:** Manuel, Landy  
**Run Date:** 11/06/2015 1:42:31 PM CST

**Domestic High Value (Wire)**  
**Payment Category:**Urgent/Wire

**Status:** Confirmed by Bank  
**Transaction Number:** 15B6E18417550Z95

**Template Name:** WILTRUST  
**Template Code:** WILTRUST

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** MATRIX TRUST COMPANY  
**Beneficiary Address:** NA  
**Beneficiary City:** NA  
**Beneficiary Postal Code:** NA  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 9852374595  
**Beneficiary Bank ID:** 022000046  
MANUFACTURERS AND TRADERS TR C  
ONE M AND T PLAZA, 15TH FL  
BUFFALO  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 21,918.94

**Value Date:** 11/06/2015

**Optional Information**

**Sender's Reference Number:** CITY MILL CREEK

**Beneficiary Information:** City of Mill Creek n3177e

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** joshroundy  
**Approved:** lm844883  
**Initial Confirmation:** WTX:2015110600282204  
**Confirmation #:** FEDR:20151106B6B7HU4R010374

**Input Time:** 11/06/2015 1:18:46 PM CST  
**Time:** 11/06/2015 1:42:04 PM CST

**Payment Approval Confirmation**



**Company:** City of Mill Creek  
**Requester:** Manuel, Landy  
**Run Date:** 11/06/2015 1:42:31 PM CST

**Domestic High Value (Wire)**  
**Payment Category:** Urgent/Wire

**Status:** Confirmed by Bank  
**Transaction Number:** 15B6E2249BK41256

**Template Name:** GUILD DUES  
**Template Code:** GUILD

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** Mill Creek Police Officer Guild  
**Beneficiary Address:** PO Box 13261  
**Beneficiary City:** Mill Creek  
**Beneficiary Postal Code:** 98082  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 000060159001  
**Beneficiary Bank ID:** 125000024  
BANK OF AMERICA, NA  
1424 164TH ST SW  
LYNNWOOD  
US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 2,000.00

**Value Date:** 11/06/2015

**Optional Information**

**Sender's Reference Number:** Police Guild

**Beneficiary Information:** Police Guild Dues Direct Deposit

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** joshroundy  
**Approved:** lm844883  
**Initial Confirmation:** WTX:2015110600282202  
**Confirmation #:** BOOK:2015110600282202

**Input Time:** 11/06/2015 1:22:53 PM CST  
**Time:** 11/06/2015 1:42:04 PM CST



**Payment Approval Confirmation**

**Company:** City of Mill Creek  
**Requester:** Manuel, Landy  
**Run Date:** 11/06/2015 1:42:31 PM CST



**Domestic High Value (Wire)**

**Payment Category:** Urgent/Wire

**Status:** Confirmed by Bank  
**Transaction Number:** 15B6E2135K652193

**Template Name:** Benefit Administration Company  
**Template Code:** BAC

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** Benefit Administration Company  
**Beneficiary Address:** P.O. Box 550  
**Beneficiary City:** Seattle  
**Beneficiary Postal Code:** 98101-0550  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 310000070  
**Beneficiary Bank ID:** 125108366  
THE BANK OF WASHINGTON  
5901 196TH ST SW  
LYNNWOOD  
US - United States of America  
**Beneficiary Email:** sli@baclink.com  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 1,732.53

**Value Date:** 11/06/2015

**Optional Information**

**Sender's Reference Number:** DayCare / Health

**Beneficiary Information:** City of Mill Creek

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** joshroundy  
**Approved:** lm844883  
**Initial Confirmation:** WTX:2015110600282203  
**Confirmation #:** FEDR:20151106B6B7HU2R009874

**Input Time:** 11/06/2015 1:21:40 PM CST  
**Time:** 11/06/2015 1:42:04 PM CST

**Payment Approval Confirmation**

**Company:** City of Mill Creek  
**Requester:** Manuel, Landy  
**Run Date:** 11/06/2015 1:42:31 PM CST



**Domestic High Value (Wire)**

**Payment Category:**Urgent/Wire

**Status:** Confirmed by Bank  
**Transaction Number:** 15B6E2359OY60V27

**Template Name:** ICMA 457 Plan  
**Template Code:** ICMA

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** ICMA RC  
**Beneficiary Address:** P.O. Box 64553  
**Beneficiary City:** Baltimore  
**Beneficiary Postal Code:** 21264-4553  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 42538001  
**Beneficiary Bank ID:** 022000046  
MANUFACTURERS AND TRADERS TR C  
ONE M AND T PLAZA, 15TH FL  
BUFFALO  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 2,048.93

**Value Date:** 11/06/2015

**Optional Information**

**Sender's Reference Number:** 302029

**Beneficiary Information:** City of Mill Creek 302029

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** joshroundy  
**Approved:** lm844883  
**Initial Confirmation:** WTX:2015110600282206  
**Confirmation #:** FEDR:20151106B6B7HU4R010373

**Input Time:** 11/06/2015 1:24:13 PM CST  
**Time:** 11/06/2015 1:42:04 PM CST



**Payment Details Report**



**Company:** City of Mill Creek  
**Requester:** Roundy, Joshua  
**Run Date:** 11/12/2015 6:39:02 PM CST

**Domestic High Value (Wire)**

**Payment Category:** UrgentWire

**Status:** Processing by Bank  
**Transaction Number:** 15BCJ3545J9E0X49

**Template Name:** United Way  
**Template Code:** United Way

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** United Way of Snohomish County  
**Beneficiary Address:** 3120 McDougall Ave, STE 200  
**Beneficiary City:** Everett  
**Beneficiary Postal Code:** 98201  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 9590003708  
**Beneficiary Bank ID:** 122000496  
UNION BANK, N.A.  
30343 CANWOOD ST, STE 100  
AGOURA HILLS  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 822.00

**Value Date:** 11/13/2015

**Optional Information**

**Sender's Reference Number:** 15BCJ3545J9E0X49

**Beneficiary Information:** United Way from City of Mill Creek

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** joshroundy  
**Approved:** joshroundy

**Input Time:** 11/12/2015 6:35:49 PM CST  
**Time:** 11/12/2015 6:38:40 PM CST

**ASSOCIATION OF WASHINGTON CITIES  
MILL CREEK, CITY OF**

**ACCOUNT SUMMARY** - contains all changes to this account as of 11/09/2015 09:55:19 AM

**FUND: 100**

**ACCOUNT NUMBER: 186 L**

BILL MONTH:	11/2015
COVERAGE MONTH:	11/2015
PAYMENT DUE BY:	<b>11/10/2015</b>
CURRENT BILLING AMOUNT:	\$84,020.48
PRIOR OVERAGE OR SHORTAGE:	\$0.00
ADJUSTMENTS:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b>\$84,020.48</b>

100 186 L 112015 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	11/2015	\$ <u>84,020.48</u>

*If you have questions concerning your billing, please contact the Association of Washington Cities Office at (800) 562-8981 or (360) 753-4137 or Northwest Administrators, Inc. at (206) 726-3345.*

**MAIL PAYMENT TO:** *If payment is made by check, please print a copy of this page and mail it with your payment to the following address.*

ASSOCIATION OF WASHINGTON CITIES  
PO BOX 84303  
SEATTLE, WA 98124-5603



**Payment Details Report**



**Company:** City of Mill Creek  
**Requester:** Roundy, Joshua  
**Run Date:** 11/11/2015 12:31:37 PM CST

**Domestic High Value (Wire)**  
**Payment Category:** Urgent/Wire

**Status:** Processing by Bank  
**Transaction Number:** 15BBD28300SE2B25

**Template Name:** IRS FEDERAL  
**Template Code:** IRS FEDERAL

**Debit Account Information**

**Debit Bank:** 125000024  
**Debit Account:** 000060104700  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** City of Mill Creek  
**Beneficiary Address:** 15728 Mill Creek Blvd.  
**Beneficiary City:** NA  
**Beneficiary Postal Code:** NA  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 20094900  
**Beneficiary Bank ID:** 091036164  
US TREASURY SINGLE TAXPAYORS  
90 HENNEPIN AVE  
MINNEAPOLIS  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 27,405.97

**Value Date:** 11/12/2015

**Optional Information**

**Sender's Reference Number:** IRS/MEDIC TAXES

**Beneficiary Information:** Federal ID911225895  
Control Name: CITY Tax Code 94105  
941 Report for 4 QTR 2015  
Form 941 period ending Dec 31 2015

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:** From BOA Treas to: IRS FWT/Medicare Tax Pmts.

**Control Information**

**Input:** joshroundy  
**Approved:** joshroundy  
**Initial Confirmation:** WTX:2015111200109124

**Input Time:** 11/11/2015 12:28:39 PM CST  
**Time:** 11/11/2015 12:31:05 PM CST



**CITY COUNCIL MINUTES**

**November 10, 2015**

**15728 Main Street, Mill Creek, WA 98012 # 425-745-1891**

---

Pam Pruitt, Mayor  
Brian Holtzclaw, Mayor Pro Tem  
Sean Kelly  
Donna Michelson  
Vince Cavaleri  
Mike Todd  
Mark Bond

**November 10, 2015**  
**Regular City Council Meeting**  
**6:00 p.m.**

**CALL TO ORDER**

Mayor Pruitt called the meeting to order at 6:00 p.m.

**FLAG SALUTE**

Flag Salute was conducted.

**ROLL CALL**

Roll was called by the City Clerk with all Councilmembers present.

**AUDIENCE COMMUNICATION:**

There were no comments from the public.

**PUBLIC HEARING**

Property Tax Levies for 2016

*(Rebecca C. Polizzotto, City Manager)*

Mayor Pruitt opened the public hearing at 6:08 p.m.

The following agenda summary information was presented:

**Highest Lawful Levy:**

The basis for the City's maximum property tax levy for 2016 begins with the highest lawful levy from the preceding year. The highest lawful levy for 2015 for Mill Creek is **\$5,965,311**. This compares to our actual 2015 levy of **\$5,748,412**. The difference between these figures is our banked capacity of \$216,899.

For 2016, the City is entitled to calculate its highest lawful levy based on an increase of: (1) the lesser of 1% or the Implicit Price Deflator (IPD) over the 2015 highest lawful levy; **plus** (2) new construction; **plus** (3) changes in the value of State utilities plus/minus refunds.

For 2016 the IPD is below 1% at .251%. If the IPD is lower than 1%, as it is this year, the City may still increase the 2016 highest lawful levy by 1% if it finds "substantial need".

A finding of "substantial need" preserves the City's maximum banked capacity. Thus, a finding of



Council Meeting Minutes  
November 10, 2015  
Page 2

substantial need allows the City to bank more capacity for future use or, in the alternative, make more banked capacity available for 2016.

By failing to make a finding of substantial need, the City will forego future banked capacity in the amount of \$44,680.

For many cities, the highest lawful levy and the actual levy for 2015, are the same amount meaning they have zero banked capacity. Thus, a finding of substantial need would allow for a 1% property levy increase for 2016 for the City of Mill Creek instead of the lower IPD.

**Regular Property Tax Levy**

As noted above, the City, by law, is limited to the lesser of 1% or the IPD unless the Council passes an ordinance of substantial need by a super majority vote. For the property tax levy, the lower of the IPD or 1% applies only to the City's highest lawful levy (a maximum ceiling that includes all banked levy capacity) and not to annual increases in the amount levied. The Council can by simple majority vote levy taxes up to the highest lawful levy amount.

**Emergency Medical Services Levy:**

The impact of the IPD falling below 1% affects the EMS levy differently. Because the EMS levy has no banked capacity the City would need to follow the process of passing an ordinance of substantial need if the City wanted a 1% EMS levy. Otherwise the levy limit would be .251%. The City can levy \$9,209 more if a substantial need is declared.

The 2015-2016 budgeted General Fund expenditures exceed budgeted revenues by approximately \$1.8 million. The budgeted deficit would be \$2.4 million without the REET subsidy. By law, the ability to subsidize the General Fund with REET monies sunsets in 2016. While year-to-date budget actuals are good, costs continue to outpace revenues. The City faces a substantial fire/EMS cost increase in 2016, and an unknown fire/EMS contract that will have substantial future fiscal impacts. Passing the substantial need ordinance could help provide some fiscal relief in future years.

**Regular Property Tax Levy:**

In 2016, the City's Assessed Value (AV) increased by 8.9% to \$3.058 billion. New construction in the City exceeded \$50 million. This is the highest level of new construction since the onset of the recession in 2008.

For 2016, the City Council can raise, by simple majority vote: (1) the property tax levy up to the 2015 highest lawful levy amount; (2) plus 1%; (3) plus new construction. This calculation results in a maximum regular levy of \$6,129,153, assuming a substantial need ordinance is passed. This compares to an actual levy amount for 2015 of \$5,748,412. The City has existing banked capacity of \$216,899 which may be tapped by the City without a finding of substantial need. The table below shows levy rates, and property tax revenues, for various levy increases up to the maximum levy. Each one percent increase results in about \$57,000 in revenue to the City.

Council Meeting Minutes  
November 10, 2015  
Page 3

**Regular Property Tax Levy Considerations**

	A	B		C		
% Levy Increase	2015 Levy	Revenue Increase over 2015 Levy	Levy Rate	New construct. & Refunds	Tax Revenue (A + B + C)	Substantial need?
0.251%	5,748,412	14,429	1.876	104,189	5,867,029	
1.0%	5,748,412	57,484	1.890	104,189	5,910,085	
2.0%	5,748,412	114,968	1.909	104,189	5,967,569	
3.0%	5,748,412	172,452	1.927	104,189	6,025,053	
4.034%	5,748,412	231,872	1.946	104,189	6,084,472	no
4.811%	5,748,412	276,552	1.960	104,189	6,129,153	yes

**Emergency Medical Services Levy:**

As mentioned above, the EMS levy is limited to .251% unless a substantial need ordinance is passed. The table below shows levy rates and property tax revenues for various EMS levy increases and the maximum levy.

**EMS Property Tax Levy Considerations**

	A	B		C		
% Levy Increase	2015 Levy	Revenue Increase over 2015 Levy	Levy Rate	New construct. & Refunds	Tax Revenue (A + B + C)	Substantial need?
0.251%	1,229,547	3,086	0.401	22,288	1,254,921	no
Max 1%	1,229,547	12,295	0.404	22,288	1,264,130	yes

It is important to keep in mind the compounding nature of increasing the levy each year. Although it is a small amount relative to a \$13 million annual budget, if consistently applied over time, it has a cumulative effect that can make a significant impact on revenues and balancing the budget.

**Impact on a Single-Family Home Owner:**

The impact to an average single-family homeowner depends on both the change in the total tax levied and the change in the City's total assessed value. Overall, the City's AV increased by 8.9% so it is assumed that the value of an average residence increased by a similar amount.

The actual increase/decrease for a specific home would be dependent upon the change in AV for each individual property (e.g. if the City raises tax revenues by 3%, an individual homeowner's tax bill may change by more or less than the 3% depending on their property's change in assessed value).

**MOTION:** Councilmember Todd made a motion to approve Ordinance #2015-799, Authorizing an Increase in the Regular and Emergency Medical Services Levy limits due to substantial need, Councilmember Kelly seconded the motion. The motion passed unanimously.

**NEW BUSINESS**

Appoint One Member to the Art and Beautification Board with a Term Expiring October 31, 2018 (Council Interview Committee)



Council Meeting Minutes  
November 10, 2015  
Page 4

Councilmember Michelson explained that the Council committee of Mayor Pro Tem Holtzclaw, Councilmember Cavaleri and Councilmember Michelson, interviewed incumbent Matt Buchanan. Mr. Buchanan was rescheduled from two weeks ago because he was unable to make the first set of interviews.

**MOTION:** Councilmember Michelson made a motion to appoint Matt Buchanan to the Art and Beautification Board with a term expiring October 31 2018, Councilmember Cavaleri seconded the motion. The motion passed unanimously.

**CONSENT AGENDA**

Approval of Checks #54493 through #54554 and ACH Wire Transfers in the Amount of \$132,254.65.

*(Audit Committee: Councilmember Bond and Mayor Pruitt)*

Payroll and Benefit ACH Payments in the Amount of \$172,596.01.

*(Audit Committee: Councilmember Bond and Mayor Pruitt)*

Mayor Pruitt and Councilmember Bond stated they had no exceptions to the vouchers.

City Council Meeting Minutes of October 27, 2015

**MOTION:** Councilmember Bond made a motion to approve the consent agenda, Councilmember Kelly seconded the motion. The motion passed unanimously.

2015 Comprehensive Plan Updates (Chapters 6 through 10)

*(Rebecca C. Polizzotto, City Manager)*

Discussion.

Comprehensive Plan update is to make revisions necessary to guide future development in the City and its Municipal Urban Growth Area (MUGA) through 2035. As updated, the Comprehensive Plan continues to focus on maintaining Mill Creek as a predominantly residential community, promoting the development of the City’s commercial core, maintaining urban densities that can be served by transit, ensuring the provision of urban services, planning for the construction of capital facilities, such as roads and sidewalks, providing for the recreational needs of the community, and protecting natural resources.

The update process began in early 2014 when the City staff and the Planning Commission prepared an audit of the existing Comprehensive Plan for consistency with the Countywide Planning Policies (CPPs) and GMA requirements. The result of the audit was that the majority of the updates would be “housekeeping” in nature and that significant revisions were not necessary.

To facilitate review, the revisions will be presented in three groups scheduled as follows:

Meeting Date	Chapters	Comments
11/10/15	Land Use; Housing; CFP;	Redline and clean versions of second five

Council Meeting Minutes  
 November 10, 2015  
 Page 5

	Utilities; Transportation	elements, and Transportation related code amendments delivered to Council (1 week early).
11/24/15	Streetscape; Environmental Features; Parks and Open Space; Glossary	Redline and clean versions of last four elements delivered to Council. Code amendments related to Streetscape, Best Available Science and Amendment Criteria. Planning Commission Resolution
12/1/15	Adoption	Council Ordinance

City Manager Polizzotto thanked the planning staff for working on the comprehensive plan updates for over a year. Director Rogers, City Attorney Moloney and City Engineer Smith joined the table for the discussion. The next meeting on November 24 will review Streetscape, Environmental Features, Parks and Open Space chapters and the Glossary.

**AUDEINCE COMMUNICATION:**

There were no comments from the audience.

**REPORTS**

Mayor Pruitt reported that the Veterans Day events are scheduled for tomorrow.

Councilmember Todd reminded Council about the upcoming AWC Elected Officials webinar on December 5.

City Manager Polizzotto thanked Director Gathmann and Special Events Coordinator Olson for all of their work on the Veterans Day events.

Director Chelin reported that any Councilmembers that want to attend the Veterans Day events need to be at City Hall tomorrow at 8:15 a.m.

Councilmember Todd thanked the Police Department for all their work with the New World software launch.

**ADJOURNMENT**

With no objection, Mayor Pruitt adjourned the meeting at 8:23 p.m.

\_\_\_\_\_  
 Pam Pruitt, Mayor

\_\_\_\_\_  
 Kelly M. Chelin, City Clerk