



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. 2016-810
Next Resolution No. 2016-563

December 6, 2016
City Council Meeting
6:00 PM

CALL TO ORDER:

FLAG SALUTE:

ROLL CALL:

AUDIENCE COMMUNICATION:

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

PUBLIC HEARING:

- B. Public Hearing for the 2017-2018 Biennial Budget

NEW BUSINESS:

- C. Interlocal Agreement Between the City of Mill Creek and the Snohomish Regional Drug and Gang Task Force
(*Rebecca C. Polizzotto, City Manager*)
- D. Ordinance Approving the Final Plat of Woodland Trails
(*Rebecca C. Polizzotto, City Manager*)

- E. Motion to Approve Ordinances Adopting the 2017-2018 Biennial Budget and Capital Improvement Plan
(Rebecca C. Polizzotto, City Manager)
- F. Proposed Rescheduling of the December 13 Council Meeting to be held December 20
(City Council)

REPORTS:

- G. Mayor/Council
- H. City Manager
 - Council Planning Schedule

AUDIENCE COMMUNICATION:

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

ADJOURNMENT

Gina Pfister

From: Ardean Armitage <ardeanardean@gmail.com>
Sent: Friday, December 2, 2016 12:53 PM
To: Kelly Chelin
Subject: 35th Ave Project
Attachments: December 2.docx

Categories: Important

Dear Kelly,

Please forward this letter to council members prior to the Tuesday council meeting. Please acknowledge receipt of this email.

Thank you.

Ardean Armitage

December 2, 2016
3101 140th Pl SE
Mill Creek, WA 98012

RE: 35th Ave Reconstruction

Council Members
City of Mill Creek

Dear Members,

We moved to Highland Trails in 2013 and experienced the flooding of 35th Ave. that year. The road was closed again this last week. In 2014, we were excited to learn that the city had approved a contract for a design to reconstruct this portion of 35th Ave. Now, we have learned that some of the council does not want to proceed.

Traffic on 35th has greatly increased in three years, to the point that we try to avoid 35th in the mornings and late afternoons. As traffic was detoured through Highland Trails and onto Silvercrest, it was slowed by speed bumps and a 25 mph speed limit. The traffic volume will likely continue to increase.

We have observed the city crews removing debris caused by beaver activity. Their efforts apparently are adequate to prevent flooding in some years, but not in years such as this. There will continue to be heavy rainfall periods, and continued detours in future years. Although the rate of sinking of the roadway has slowed, it has not stopped.

If we have the correct facts, the reconstruction design is 90% complete. The total reconstruction cost is approximately \$6 million. The city has \$2 million set aside for this purpose. The state has approved \$4 million. This is a two-to-one match. If not used for this project, the funds will go to another project, and will not be available again for up to 15 years. In 15 years, the road will have sunk further, there will have been more detours, the \$2 million will have been spent elsewhere, and the reconstruction cost will be even higher.

We urge our council members to follow through on the original plan and to not squander this opportunity for a permanent fix.

Sincerely,

Dave and Ardean Armitage ardeanardean@gmail.com (509) 539-2689

Gina Pfister

From: Highland Trails Pres. <president@highlandtrails.org>
Sent: Sunday, December 4, 2016 8:41 PM
To: Kelly Chelin
Subject: Material for 06 December meeting

Categories: Important

Hi -

I will be attending the City Council meeting on 06 December and request that the attached PDF file be circulated to Council members in advance of the meeting.

I am also requesting that Council members view this short video, or that technology be made available so it can be shown to them at the meeting;

<https://www.youtube.com/watch?v=uEgIdPJISAk>

Please confirm receipt of this message.

Kind Regards,

Ed McNichol
President
Board of Directors
Highland Trails Homeowners Association
www.highlandtrails.org
(425) 609-0381

From: Les Anderson les@cityofmillcreek.com
Subject: RE: Detour Through Highland Trails
Date: December 21, 2012 at 2:52 PM
To: Highland Trails president@highlandtrails.org
Cc: Scott Smith scott@cityofmillcreek.com

Ed,

Great to talk to you this morning about the detour route from the 35th Ave road closure. As I mentioned to you I did talk to the City Engineer Scott Smith about an alternate detour routes. From that conversation he put a different detour route together that we both agree will be a better route to use if / when we have flooding conditions on 35th again. Unfortunately it is not an immediate fix for the traffic problem Highland Trails is experiencing today. I have to order more signs for the detour route and others notifying the drivers of 35th Ave being closed ahead. It typically takes two to three weeks to receive new signs so that probably won't help this time. I hope this is something good that you can tell your neighbors in the HOA.

Please feel free to call or email me with any questions or concerns regarding this or anything else that may come up. I also very much appreciate the fact that you were very reasonable to talk with regarding the detour, so many of the calls we get on these types of issues are quite the opposite.

Les

Les Anderson
City of Mill Creek
Public Works Supervisor
425.921.5739 Office
425.551.7239 Fax
les@cityofmillcreek.com

From: Highland Trails [<mailto:president@highlandtrails.org>]
Sent: Friday, December 21, 2012 8:53 AM
To: Les Anderson
Subject: Detour Through Highland Trails

Hi Les -

Thanks again for taking time from your day to address this issue. As I stated, homeowners in our neighborhood are upset about the very high levels of arterial traffic being diverted through Highland Trails. This has occurred 3 or 4 times so far this winter, and lasts several days at a time. The volume and speed of the traffic is an obvious issue, as is the nature of the traffic. I observed three semi trucks go through last night in a 4-5 minute window.

I appreciate any input you have on this situation, as well as any information I can pass along to our homeowners.

Kind Regards,

Ed McNichol
President
Board of Directors
Highland Trails Homeowners Association
www.highlandtrails.org

Gina Pfister

From: Highland Trails Pres. <president@highlandtrails.org>
Sent: Monday, December 5, 2016 11:20 AM
To: Kelly Chelin
Subject: Material for 06 December meeting
Attachments: Traffic routing through Highland Trails.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Important

Hi -

I will be attending the City Council meeting on 06 December and request that the attached PDF file be circulated to Council members in advance of the meeting.

I am also requesting that Council members view this short video, or that technology be made available so it can be shown to them at the meeting;

<https://www.youtube.com/watch?v=uEgIdPJISAk>

Please confirm receipt of this message.

Kind Regards,

Ed McNichol
President
Board of Directors
Highland Trails Homeowners Association
www.highlandtrails.org
(425) 609-0381

From: **Tom Gathmann** TomG@cityofmillcreek.com
Subject: RE: Traffic routing through Highland Trails
Date: December 11, 2015 at 5:21 PM
To: Highland Trails Pres. president@highlandtrails.org
Cc: Rebecca Polizzotto rebeccap@cityofmillcreek.com, Scott Smith scottss@cityofmillcreek.com, Nathan Beagle NathanB@cityofmillcreek.com, Larry Dickerson larryd@cityofmillcreek.com, Kelly Chelin kellyc@cityofmillcreek.com



Hi Ed,

The City shares your concern for traffic safety, and also shares your frustration with those motorists that choose to ignore the detour signage we have set up. Our intention with this new detour route (relative to the last closure several years ago) was to minimize the impact to your neighborhood. We will review the suggestions you have provided. We also hope the water will continue to recede so that the closure can be removed soon.

Sincerely,



Tom Gathmann, PE
Facilities, Parks & Recreation Director
tomg@cityofmillcreek.com
P: 425-921-5722 | F: 425-745-9650

From: Highland Trails Pres. [mailto:president@highlandtrails.org]
Sent: Friday, December 11, 2015 3:24 PM
To: Tom Gathmann
Cc: Rebecca Polizzotto
Subject: Traffic routing through Highland Trails

Hi Tom -

With the closure of 35th Avenue SE, a high volume of vehicles are detouring through our neighborhood, despite your detour signage.

We are requesting a "NO THROUGH TRAFFIC" sign on the northern sidewalk of westbound 144th Street SE, facing east towards 35th Avenue SE. We would also like a "NO THROUGH TRAFFIC" sign on the west side of our "Highland Trails" signage island on 144th Street SE, facing east.

An alternate approach would be to erect a second set of barricades south of 144th Street SE on 35th Avenue SE, with space for a single vehicle to pass between.

I'm not sure how to address the traffic coming from the north. Perhaps a temporary closure of 30th Avenue SE just north of 140th Place SE, before 139th Place SE. This would be the boundary point between our neighborhoods, much like the City has blocked 23rd Avenue.

I would also like to request a traffic count be conducted during this closure.

I know that funding has been approved to address this long-term issue, but the traffic choosing to ignore your detour route and proceed through our residential neighborhood is

not acceptable.

Kind Regards,

Ed McNichol
President
Board of Directors
Highland Trails Homeowners Association
www.highlandtrails.org
(425) 609-0381

12/6/2016

Petition · Mill Creek City Council: Use allocated state funding to fix 35th Ave SE · Change.org

Use allocated state funding to fix 35th Ave SE in Mill Creek, WA



[Ryan Alexander Mill Creek, WA](#)



[Ryan Alexander Mill Creek, WA](#)

212
Supporters

Summary

- Problem:** 35th AVE SE in Mill Creek, WA floods every time there is moderate-to-heavy rainfall. Water sits on the roadway and becomes a hazard when cars drive through the standing water and hydroplane or splash water on other drivers. In heavy rainfall, the road is closed and the traffic routes through rural neighborhoods. 38 houses in Highland trails and 53 houses on 28th DR SE and Silvercrest Drive have their front lawns where the traffic is diverted. It is estimated that an incremental 15,000 cars a day drive in front of these houses and their families and the roadway isn't designed to support this traffic. This also affects the many surrounding houses in these neighborhoods that use these roads daily that have no other choice of using alternative routes. Police officers are forced to monitor the increased traffic to ensure safety and ticket any offenders. Additionally, the 15,000 cars that drive this road daily must find alternative routes or go through the detour and increase their commute.
- Solution:** Senator Steve Hobbs has secured \$4 million from the state to fix 35th (THANKS STEVE!). In addition to this approximately \$2-3 million has been set aside in the city of mill creek budget to go toward the project. In 2015 mill creek article, the solution was described by City Engineer Scott Smith " [...]to drive approximately 500 pin-piles through the peat to good bearing soil, construct a concrete slab on top of the pilings, then reconstruct and elevate the roadway on top of lightweight concrete fill." The article also went on to state: "The pin-pile supported concrete slab will not be subject to sinking and the elevation of the new roadway will be above flood levels."
- Why we need your signature:** The city council of Mill Creek has not yet voted to fix 35th Ave SE. The city council of Mill Creek is considering not using the \$4 million secured from the state to fix the roadway, which would free up the \$2-3 million in the city's budget for other concrete and pavement needs. However, the \$4 million must be used specifically for 35th or has to be returned. Although there are equally high priority needs in the community, there is no guarantee of securing any more funds in the future to get a fix for 35th and we should use the \$4 million from the state and not sacrifice the hard work by Steve Hobbs and others to get to this point.

Other Supporting Documentation:

Closures:

- 2012-2013:** [News of Mill Creek Reported on July 19th, 2015](#) that "35th Avenue SE had to be completely closed due to flooding for a number of days during the winter of 2012-2013"
- 2015:** The [Mill Creek Beacon reported on Dec 9th, 2015](#) that "35th remains closed due to flooding" as well as on [Dec 8th by O13 Fox](#)
- 2016:** for 5 days (11/25 to 11/29) 35th Ave SE was closed and was reported by [KOMO](#), [News of Mill Creek](#), [Everett Herald](#)

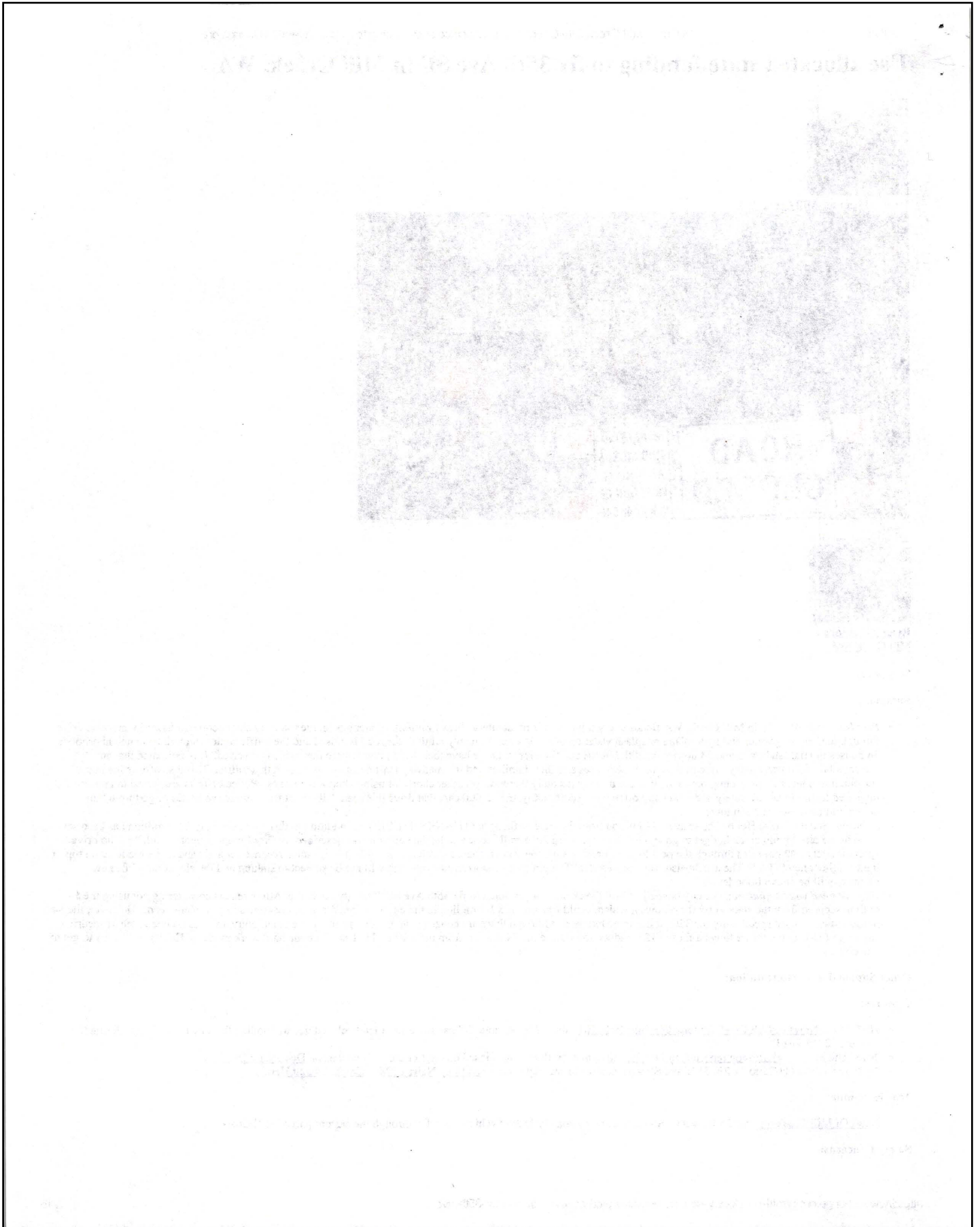
Traffic Volume:

- News Of Mill Creek reports:** 35th Avenue SE carries approximately 15,000 vehicles per day through the eastern part of Mill Creek.

Safety Concerns:

<https://www.change.org/p/mill-creek-city-council-use-allocated-state-funding-to-fix-35th-ave-se>

3/15



12/6/2016

Petition · Mill Creek City Council: Use allocated state funding to fix 35th Ave SE · Change.org

- [KOMO reported on 11/30](#), Mill Creek Police Chief Greg Elwin said “A car driving through deep water hydroplaned and went off the road last week, leading to the closure.”
- [News of Mill Creek reported on 11/26](#), “Driving through water of this depth is dangerous and should be avoided. Brake failure, engine stalling and hydroplaning can all occur. Additionally, roadway integrity is questionable, as submerged pavement can become unstable.”
- Families that live in the neighborhood where the detour is must increase awareness when walking or driving.

This petition will be delivered to:

- **Mayor, Position #3**
Pam Pruitt
- **Councilmember Position #1**
Sean Kelly
- **Councilmember Position #2**
Donna Michelson

4 more decision makers...

- **Mayor Pro Tem Position #4**
Brian Holtzclaw
- **Councilmember Position #5**
Vince Cavaleri
- **Councilmember Position #6**
Mike Todd
- **Councilmember Position #7**
Mark Bond

[Read the letter](#)

Ryan Alexander started this petition with a single signature, and now has 212 supporters. Start a petition today to change something you care about.

[Start a petition](#)

Updates

1. 3 hours ago
200 supporters
2. 3 days ago
Petition update

[Strong Support from Community I have spoken with](#)

[I have personally walked and dropped a flyer off at every house in my neighborhood \(hopefully i didn't miss one\) giving a heads up about this petition! My daughter came with until she got tired. On some houses I...](#)

3. 3 days ago
50 supporters
4. 3 days ago
Ryan Alexander started this petition

Supporters

Top comments

[I would like to urge the Mill Creek City Council to support moving forward on the project to repair 35th Ave SE. Completing the project now will save the City of Mill Creek \\$4 million and it will also keep our family neighborhoods safe and preserve our quality of life. The City of Mill Creek has already spent \\$1 million on temporary patches and maintenance but these have all failed to resolve the issue. In addition, the city has spent \\$423,000 on engineering for the project. It is a fact that 35th Ave SE will continue to sink until the problem is resolved. The city has secured a \\$4 million grant to help pay for the repairs. If the grant is not used, the city will be solely responsible for the estimated \\$6 million repair when the road fails. We can pay \\$2 million now or \\$6 million later. Postponement comes with a very high price tag. For the last 10 years the city has been diverting traffic into family neighborhoods during periods of flooding. This is not a viable solution. Flooding on 35th largely occurs during winter months when it is dark during commute hours. The detour places a high volume of passenger vehicles and freight trucks into our neighborhoods. These residential streets were not built to accommodate this type of traffic. Our neighborhood streets lack adequate lighting at key intersections and they are narrow causing traffic to divert around vehicles parked street-side. Our children are walking to school and having to navigate crosswalks through this flow of commercial traffic, increased passenger traffic and low visibility. This is not safe. Please consider the monetary and safety costs when making a decision to support or not support the repair of 35th Ave SE. This project has already been postponed for 10 years and further postponement will only continue to increase the costs.](#)

[Janet Paulsen, Bothell, WA](#)

2 days ago

3

[Report](#)

Report abuse

Please report any content that may violate Change.org's [Terms of Service](#) or [Community Guidelines](#).

- I don't like this comment

<https://www.change.org/p/mill-creek-city-council-use-allocated-state-funding-to-fix-35th-ave-se>

4/15

12/6/2016

Petition · Mill Creek City Council: Use allocated state funding to fix 35th Ave SE · Change.org

You disagree or think the content is inappropriate or offensive.

- Infringes on my rights
Defamation, libel, copyright or trademark violations, or exposure of personal information.
- Abusive or hateful
Promotes hate against protected classes, or engages in cyberbullying or harassment.
- Inappropriate multimedia
Violent or sexually graphic images or videos, or unauthorized use of personal images.
- Misleading or spam
Comment appears to be spam.
- Harmful to children
Exposure of information about a child or child sexual exploitation.
- Violence, suicide, or self harm
Threatens or encourages violence or harm to oneself or others.
- Impersonation
Someone is pretending to be me.

▼
Please explain why you are reporting this comment to Change.org, and

Submit

Reported comments are reviewed by Change.org staff to determine if they violate our [Terms of Service](#) or [Community Guidelines](#).

Thank you for taking the time to report content. Our team will review your claim and contact you if we need more information.

The sinking on 35th Ave SE has been an issue for the 20 years that I have lived in Highland Trails. For years the county allowed dump trucks full of topsoil from a local business to make dozens of trips on the road each day. No weight restrictions were ever put in place to prevent road damage so the road started to sink. That particular section of 35th is built on top of cedar logs that were put into the water and covered with gravel so a road could be built on top of it. It was never engineered to be a permanent solution. It is sinking now and will continue to sink until it is fixed.

[Steven Paulsen, Bothell, WA](#)
2 days ago

2
Report

Report abuse

Please report any content that may violate Change.org's [Terms of Service](#) or [Community Guidelines](#).

- I don't like this comment
You disagree or think the content is inappropriate or offensive.
- Infringes on my rights
Defamation, libel, copyright or trademark violations, or exposure of personal information.
- Abusive or hateful
Promotes hate against protected classes, or engages in cyberbullying or harassment.
- Inappropriate multimedia
Violent or sexually graphic images or videos, or unauthorized use of personal images.
- Misleading or spam
Comment appears to be spam.
- Harmful to children
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I want to feel safe dropping my daughter off at my parents house on 28th dr without fearing of myself or my family to get hit by upset drivers.

[Christina Davidson, Snohomish, WA](#)
3 days ago

2
Report

All comments – as of 12/6 @ 4:10 p.m.

See what other supporters are saying about this petition, why it's important to them, and share a comment or your reason for signing (this will mean a lot to the starter of this petition).

- **Most recent**

[Sign this petition to add a comment](#)

The Meadows At Mill Creek

Bothell, WA
4 minutes ago

This road directly impacts our residents from being able to get their kids to school and commutes to and from Mill Creek.

0
Report

Shelly McLarin

Bothell, WA
9 minutes ago

Having 35th closed impacts so many!

0
Report

Susan Lowe

Bothell, WA
48 minutes ago

I live on the corner of 29th and Silver Crest Dr. We the traffic is routed through our neighborhood, my cat does not want to go outside, I cannot get out of my driveway, we have outsiders looking in, very uncomfortable and we shouldn't have to give up our quiet neighborhood for the amount of added congestion. Also on this corner is a bus stop and it is a 4 way stop and you should see the cars that do not even stop and go right through. Mill Creek could ticket a lot of folks at this intersection just for that.

0
Report

Didrik Voss

Bothell, WA
1 hour ago

This is a major street in Mill Creek.

0
Report

Cole Laroche
Bothell, WA
2 hours ago

I work for piling company and lived in mill creek for 26 years. Let's make this happen!!!

0
Report

Bryce Villanueva
Bothell, WA
2 hours ago

I took this route to Jackson for 4 years almost every year this road would have some sort of flooding/detour. It's time to fix it.

0
Report

Kenneth Day
Bothell, WA
3 hours ago

I hate that 35th floods the way it does

0
Report

Dain Webster
Mill Creek, WA
3 hours ago

35th Ave SE is the only other north-south thoroughfare and must remain open to allow emergency vehicle access 24/7.

0
Report



Sola Plumacher

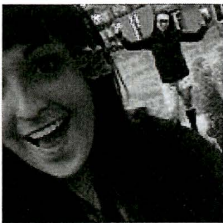
Bothell, WA

4 hours ago

This effects my drive daily.

0

Report



Alexa Taylor

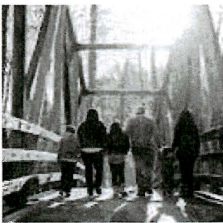
Everett, WA

4 hours ago

This personally effects me

0

Report



Ronna Beal

Bothell, WA

5 hours ago

The detours created when this floods create high volume of traffic in my neighborhood roads, and adds danger for accidents and children playing.

0
Report

Corey Frost
Bothell, WA
6 hours ago

Diverting traffic through neighborhoods every time we get heavy rains is not a viable solution.

0
Report

Bill Bledsoe
Everett, WA
6 hours ago

35th is a main north/south thoroughfare that needs this fix in place. The money was appropriated for it by the State... and the issue is getting WORSE. Please prioritize this fix.

0
Report

David Wood
Mill Creek, WA
6 hours ago

We need to take advantage of the \$4 million grant. 35th is a very busy street. The grant opportunity will not be available again for many years.

0
Report

Emily DiPietro
Everett, WA
6 hours ago

My friends homes are in danger and whenever I visit that area I do drive through 35th.

0
Report

Micaela Robinson
Everett, WA
7 hours ago

It's annoying always driving around. What's the use of the road if we can't even use it?

0
Report



Kyle Corn
Mill Creek, WA
7 hours ago

I'm signing because paving a road through a marsh was environmentally irresponsible. With automotive waste going directly into wetlands there is no buffer and our environment becomes the filter. We need to raise the road and provide proper drainage. Mill Creek is a community of leaders and pace setters. We need to what is right and be an example.

0
Report

Kyle Jennings
Bothell, WA
8 hours ago

The road is right next to my house, backs up traffic, and causes mass congestion.

0
Report



Randy Beavers
Bothell, WA
8 hours ago

I live less than a mile away from here.

0

Report

Filipe Menezes

Bothell, WA
9 hours ago

This should of been fixed years ago.

0
Report



Nancy Kelly Knox

Bothell, WA
9 hours ago

I live in Mill Creek in the Brighton neighborhood. This flooding causes a hazard for my family and my neighbors.

0
Report

Silvana Menezes

Bothell, WA
13 hours ago

I'm signing because I live closed by, and is very disappointing to go true this issue year after year for so long.

0
Report

Alejandro Crisafi

Bothell, WA
15 hours ago

I find it unacceptable that every time that we get heavy rain, police is forced to close such a major road that feeds so much traffic through the Mill Creek and Bothell area. If we don't act quickly, this will worsen over time and could end up costing more.

0
Report

David Pullin
Bothell, WA
15 hours ago

Since living in Mill Creek since 2009, this has been a top story very often in our local news. Our roads have to be kept safe and sound and we cannot let the money set a side for this to disappear. Please Mill Creek Mayor Pruitt and council get the repairs started soon.

0
Report

Paul Jacobson
Bothell, WA
17 hours ago

The failure to use the money allocated would be a reckless and irresponsible action by our City Council. If the road were to sink and experience a catastrophic failure, the liability would overshadow any possible savings and expose the council's ethical lapse in knowingly exposing citizens to a dangerous hazard.

0
Report

jennifer wheadon
mill creek, WA
21 hours ago

I live here in Mill Creek. It is a huge problem and had not been addressed for over 12 yes!

0
Report



Sigrid Oaklief
Redmond, WA
21 hours ago

Anytime a road is under water it is a hazard. Evening hours are very difficult. This needs to be fixed!

0
Report

Jason Shaw
Bothell, WA
24 hours ago

The constant flooding is a nuisance. Constant detours clogging residential streets. There are enough tax dollars with all the building to resolve this.

0
Report



Dana Taber
Mill Creek, WA
1 day ago

Dana Taber

0
Report

Matthew Hale
Bothell, WA
1 day ago

I drive this route often, and it causes major problems when flooded.

0
Report

Kathy Anderson
Bothell, WA
1 day ago

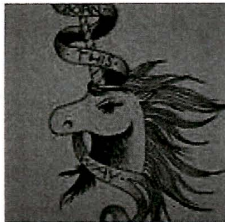
Please use the allocated funds to fix this problem. When it floods, far too many cars cut through our neighborhood, driving at higher than speed limits. Enough already!

0
Report

Chad Armitage
Bothell, WA
1 day ago

35th is a major throughfare in Mill Creek, when it is blocked, School busses and other traffic have to detour

0
Report



Phoenix Lopez Harman
Everett, WA
2 days ago

For me, I mostly think of emergency vehicles needing to get through that stretch of road without taking a detour. Sometimes, minutes can be a matter of life and death.

0
Report

Josh Webb
Bothell, WA
2 days ago

35th has been a wreck for 30 years. Time to stop passing the buck and fix it for good!

0
Report

Dodie Gunderson
Bothell, WA
2 days ago

It's time to fix it! We have lived here in Highland Trails for 13 years and the detour traffic is getting worse!
It's like living on the freeway!

0
Report

Leslie Hicks
Bothell, WA
2 days ago

I have lived in Mill Creek since 1998 and use 35th at least 4 or 5 times a week. I've often wondered how much money has been spent over the past years to try to fix this problem with what looks to be standard street paving. A real solution must be implemented quickly. With approvals of so many houses being built in the area, it's turning into a highway of sorts, and all of these cars should not be diverted into a neighborhood.

0
Report

Jason Maddux
Bothell, WA
2 days ago

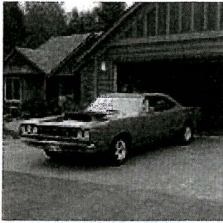
I live in the street affected and my children walk to school and bus stop. I also have a difficult time getting in and out of my drive way while this detour is in place. The noise from the early traffic also affects our sleep and with poor sleep your whole day is affected.

0
Report

Theresa Sewell
Mill Creek, WA
2 days ago

We live in Highland Trails and permanent repairs need to be made to the roadway as diverting traffic through the neighborhood is an unacceptable long term solution. Our neighborhood streets are not equipped to handle the volume of traffic that they have been forced to handle when vehicles are diverted off of 35th. 35th is a major road for the area and should be permanently repaired. Additionally, neighborhood speed limits are consistently exceeded creating safety concerns for residents.

1
Report



Terry Alexander

Stanwood, WA

2 days ago

I'm signing because my son and family live here and I visit them. This constant hazard and closing of the road inconveniences everyone.

1
Report

Robert Dennis

Bothell, WA

2 days ago

This roadway needs to be fixed.

1
Report

Jonathan Smith

Bothell, WA

2 days ago

We've lived in Mill Creek 13 years ... and every year I can remember this is closed, and traffic detours through our neighborhood. Enough.

1
Report

Kelly Carbon

Bothell, WA

2 days ago

Live next door and road needs to be repaired asap

1
Report

Steven Paulsen

Bothell, WA

2 days ago

The sinking on 35th Ave SE has been an issue for the 20 years that I have lived in Highland Trails. For years the county allowed dump trucks full of topsoil from a local business to make dozens of trips on the road each day. No weight restrictions were ever put in place to prevent road damage so the road started to sink. That particular section of 35th is built on top of cedar logs that were put into the water and covered with gravel so a road could be built on top of it. It was never engineered to be a permanent solution. It is sinking now and will continue to sink until it is fixed.

2

Report

Melinda Perkins

Bothell, WA

2 days ago

The road is already a traffic nightmare even when not closed with flooding. It needs to be fixed, fix it!

1

Report

Janet Paulsen

Bothell, WA

2 days ago

I would like to urge the Mill Creek City Council to support moving forward on the project to repair 35th Ave SE. Completing the project now will save the City of Mill Creek \$4 million and it will also keep our family neighborhoods safe and preserve our quality of life.

The City of Mill Creek has already spent \$1 million on temporary patches and maintenance but these have all failed to resolve the issue. In addition, the city has spent \$423,000 on engineering for the project. It is a fact that 35th Ave SE will continue to sink until the problem is resolved. The city has secured a \$4 million grant to help pay for the repairs. If the grant is not used, the city will be solely responsible for the estimated \$6 million repair when the road fails. We can pay \$2 million now or \$6 million later. Postponement comes with a very high price tag.

For the last 10 years the city has been diverting traffic into family neighborhoods during periods of flooding. This is not a viable solution. Flooding on 35th largely occurs during winter months when it is dark during commute hours. The detour places a high volume of passenger vehicles and freight trucks into our neighborhoods. These residential streets were not build to accommodate this type of traffic. Our neighborhood streets lack adequate lighting at key intersections and they are narrow causing traffic to divert around vehicles parked street-side. Our children are walking to school and having to navigate crosswalks through this flow of commercial traffic, increased passenger traffic and low visibility. This is not safe.

Please consider the monetary and safety costs when making a decision to support or not support the repair of 35th Ave SE. This project has already been postponed for 10 years and further postponement will only continue to increase the costs.

3

Report

Kathy Klier

Bothell, WA

2 days ago

The traffic is always rerouted through Highland Trails. I have lived here 21 years and our neighborhood turns into a freeway with this problem! It needs to be fixed!

1

Report



Melodie McNab

Snohomish, WA

2 days ago

I use this street and it's very inconvenient to have it flooded when it rains.

1

Report

Brittany Millan

Mill Creek, WA

2 days ago

We live on the detour route and it is frustrating. Walking our dog through the exhaust fumes and backed up traffic is not peaceful or safe. Not being able to get into or out of my driveway is ridiculous. When the road is closed we hear traffic at all hours of the night. Kids walking back from the bus are in danger. Semi trucks, dump trucks, etc have all come through our neighborhood. This is not the volume or type of traffic our neighborhood road was designed for. Next up will be repairing that road from the heavy use it was designed for if we are not careful. It is not fair to residents of these neighborhoods on the detour route. 35th needs to be fixed as soon as possible.

1

Report

Brittany Millan

Mill Creek, WA

2 days ago

We live on the detour route and it is frustrating. Walking our dog through the exhaust fumes and backed up traffic is not peaceful or safe. Not being able to get into or out of my driveway is ridiculous. When the road is closed we hear traffic at all hours of the night. Kids walking back from the bus are in danger. Semi trucks, dump trucks, etc have all come through our neighborhood. This is not the volume or type of traffic our neighborhood road was designed for. Next up will be repairing that road from the heavy use it was designed for if we are not careful. It is not fair to residents of these neighborhoods on the detour route. 35th needs to be fixed as soon as possible.

1
Report

Victoria Lillibridge
Mill creek, WA
3 days ago

I'm signing because I live next to where the close the road and it is so annoying. I can't believe I have lived here for over 5 years and Nothing has been done.

1
Report

Philip Weber
Bothell, WA
3 days ago

Enough is enough! Use the \$4 Million State Funded Dollars to fix 35th Ave SE once & for all....Our Highland Trails neighborhood should never be used as a permanent detour fix!

1
Report

Janice Akers-Weber
Bothell, WA
3 days ago

Enough is enough! Use the \$4 Million State Funded Dollars to fix 35th Ave SE once & for all....Our Highland Trails neighborhood shouldn't be used as a permanent ongoing "detour fix"!

1
Report

Marie Armitage
Bellevue, WA
3 days ago

I drive down 35th to take my kids to school at MCE.

1
Report

Leslie Lillibridge
Everett, WA
3 days ago

Though I don't live in Mill Creek it affects me often as I travel that direction.

1
Report

Matthew Crabtree
Seattle, WA
3 days ago

Although I no longer live in the north end, I am a former resident and am aware of the opportunities to improve 35th.

1
Report

Ardean Armitage
Bothell, WA
3 days ago

Dave and I have already sent emails to each council member stating the same facts. Thanks, Ryan, for organizing this.

1
Report

Dave Armitage Armitage
Bothell, WA
3 days ago

The city funds are already allocated. The \$4 million from the state is a two-to-one match. The state funds will not be available again in the near future. Reconstruction costs will only increase.

1
Report

Eddie Lord
Bothell, WA
3 days ago

We can't have a main north south arterial in Mill Creek close everytime we get rain. We will continue to get more rain so we can expect more closures. This needs to be resolved now especially since we have the state funds for it.

1
Report

Stacy Shewell
Bothell, WA
3 days ago

35th street needs to be fixed.

1
Report

Phelan Gordon
Bothell, WA
3 days ago

I am signing this because i use this road daily and my community is on 35th.

1
Report

Amy Shifton
Bothell, WA
3 days ago

I live on Seattle hill road.

1
Report

Catherine Stirling
Mill Creek, WA
3 days ago

35th Ave SE is a major North-South traffic route. When flooded, traffic is detoured through residential neighborhoods. These streets were not planned for the volume, speed and type of vehicles that they are suddenly required to carry. The temporary fix of using this detour route is an inadequate response to the serious need for a permanent solution to the flooding of 35th Ave SE.

1
Report

Peter Truss

Everett, WA

3 days ago

I'm signing because we use this thoroughfare two or more times a day and it is a necessary project

1

Report

Mathew Atterson

Bothell, WA

3 days ago

We live on the detour route and people speed through and we don't have side walks and you removed the speed bumps so it's very dangerous.

1

Report

Joan Rasmussen

Bothell, WA

3 days ago

I live on the detour route and it is dangerous walking during traffic hour when the detour is in effect. We don't have sidewalks and they sped through our neighborhood. You removed our speed bumps when they repaved the road so there isn't anything to slow them down. It is difficult to back out of our driveway due to the line up of cars in front of our house.

1

Report



Wendi Klein

Kirkland, WA

3 days ago

This road being closed affects my daily commute & creates much worse traffic on other main streets, thus affecting quality time & quality of life by wasting valuable time being in traffic.

1
Report

Michael Anthony
Mill Creek, WA
3 days ago

I support elevating the roadway on 35th at the spot of flooding.

1
Report

Ashlee Maddux
Bothell, WA
3 days ago

Our family lives on 28th Drive and has for over 20 years. I would like for my family, friends and pets to be safe in our neighborhood. This is not the case. Simply walking to schools, bus stops or mail box has become dangerous. Trying to leave my drive way has also become a daunting task. Irritated drivers caused from the 35th detour and lack of traffic calming devices creates an unacceptable effect through our residential neighborhood. 35th floods every year for as long as I can remember. I don't understand how there is even question to make this easy decision!!!

1
Report

Kelsey Demme
edmonds, WA
3 days ago

I used to work deliveries in this area and it was a complete disaster fall-spring. I now use this road to commute to my current job and it is a major roadway. It needs to be fixed!

1
Report



Shawn Prater

Mill Creek, WA
3 days ago

I have lived in Highland Trails for 21 years. When 35th is closed, I have had to wait several minutes until I was able to leave my street-even at 6 am. Plus, Highland Trails is in the "walk zone" for all 3 (elementary, middle and high) schools. Having ~15,000 cars a day going through this neighborhood is an extra danger for our kids walking to and from school, especially with rain and winter darkness. Fixing 35th Avenue once and for all needs to be done.

1
Report

Megan Johnson
Bothell, WA
3 days ago

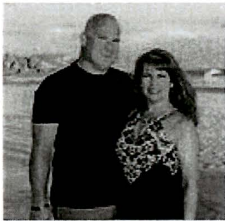
I live in the immediate area and people speeding through our neighborhood is already an issue.

1
Report

Liz Bayer
Bothell, WA
3 days ago

This needs to be done before something terrible happens.

1
Report



Kim Cisneros
Mill Creek, WA
3 days ago

This directly affects our family, friends and neighbors. It is just not the inconvenience, but a safety issue as well. Last week when closed going through the neighborhood I saw a woman walking her dog (no sidewalk available) almost get hit by the car in front of me trying to speed through.

1

Report

David Simms

Lynnwood, WA

3 days ago

I use 35th to go to work and it messes up traffic when it is closed

1

Report

Michelle Simms

Lynnwood, WA

3 days ago

The road constantly floods. We need this issue fixed.

1

Report

Denise Shaw

Marysville, WA

3 days ago

I frequently use 35th Ave and each year the road is underwater. Please use the funds allocated for this project to correct the problem. Delaying the fix will only end up costing more in the future. Now is the time to fix it.

1

Report

Crystal Jutte

Bothell, WA

3 days ago

I live on the road used to divert traffic around 35th each time it floods. I am unable to back out of my driveway and my kids are unable to sleep due to the increased traffic in front of our home.

1

Report

Patrick Andre

Bothell, WA

3 days ago

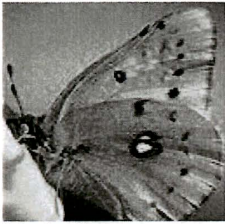
Beyond the inconvenience and disruption of the excessive traffic in front of my house, while walking my neighborhood, I was nearly struck by a speeding motorist who seemed upset by the detour. I watched as the elementary school let out and children tried to cross 144th to go home and struggled with the traffic.

1
Report

Steve Horton
Bothell, WA
3 days ago

The people running this city need to get out here and see how it affects the Highland Trails people. We can't get in and out of our driveways. The noise of semi's trucks going by. Then the vehicles flying threw the fourway stop signs. It affects our neighborhood. You have the way, the means, and the money. Just get it done, today.

1
Report



Linda Young
Everett, WA
3 days ago

I drive this route it is very unsafe during bad weather.

1
Report

Denise Treat
Bothell, WA
3 days ago

35th is my driving route north to work and south home each day from my job in Everett. Not utilizing the funds secured for fixing this stretch of road is absolutely ridiculous. When Mill Creek annexed this area into their city this became their problem & it need to be fixed!

1
Report

Doug Shaw

Bothell, WA

3 days ago

I hate my neighborhood being used as a main thorough fair when 35th is closed. It is dangerous because people speed through it, and are going to hit someone. Also there are better detours through other major roads but the city is unwilling to use them due to the cost being higher to implement and monitor them.

1

Report

Jennifer Dickey

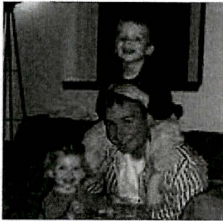
Bothell, WA

3 days ago

We need the road fixed...

1

Report



Brian Woodard

Bothell, WA

3 days ago

This area of 35th has needed to be fixed for many, many years.

1

Report

Mary Elbert

Everett, WA

3 days ago

It's needed fixing for a very long time.

1

Report

Christina Davidson

Snohomish, WA

3 days ago

I want to feel safe dropping my daughter off at my parents house on 28th dr without fearing of myself or my family to get hit by upset drivers.

2

Report

Cristy Alexander

Bothell, WA

3 days ago

I'm concerned that 35th will continue to sink and cause even more closures.

1

Report

General Fund Revenue

Account Description	2013-2014 Biennium Actual	2015-2016 Biennium Projected	2017-2018 Biennium Budget	\$ Change 2017-2018 less 2015-2016	% Change 2017-2018 less 2015-2016
Beginning Fund Balance	5,855,025	6,589,521	6,359,039	(230,482)	-3.5%
Regular Property Tax	10,992,312	11,763,804	12,319,670	555,865	4.7%
EMS Property Tax Levy	2,137,598	2,487,575	3,314,686	827,111	33.2%
Local Retail Sales and Use Tax	4,409,404	4,718,600	4,558,000	(160,600)	-3.4%
"Public Safety" Sales Tax	352,365	455,567	455,800	233	0.1%
Criminal Justice Sales Tax	549,223	592,267	569,750	(22,517)	-3.8%
TOTAL TAXES	18,440,902	20,017,813	21,217,905	1,200,092	6.0%
Prof. & Occ. Business Licenses	92,638	97,200	100,000	2,800	2.9%
Franchise Fees - Cable & Fiber	643,527	685,041	710,000	24,959	3.6%
Franchise Fees - Waste Mgmt.	77,549	124,506	67,000	(57,506)	-46.2%
Building/Structure Permits	761,390	541,992	415,000	(126,992)	-23.4%
Technology fee	34,122	33,363	16,950	(16,413)	-49.2%
Animal Licenses	1,181	1,518	1,300	(218)	-14.4%
Other Permits or Licenses	10,398	6,729	8,000	1,271	18.9%
TOTAL LICENSES & PERMITS	1,620,805	1,490,349	1,318,249	(172,099)	-11.5%
PUD Privilege Tax	153,377	163,906	172,665	8,759	5.3%
MVET- Violent Crimes/Pop	9,242	10,461	12,600	2,139	20.4%
Crim Justice-Spec Programs	34,237	38,233	42,000	3,767	9.9%
DUI/Criminal Justice Assist	6,701	5,926	-	(5,926)	-100.0%
Liquor Excise Tax	47,311	139,967	189,810	49,844	35.6%
Liquor Control Board Profits	331,115	334,915	335,580	664	0.2%
Evr School Dist-School Officer	123,446	148,079	167,500	19,421	13.1%
TOTAL INTERGOVERNMENTAL	705,429	841,488	920,154	78,667	9.3%
Bulletproof Vest Fed Grant	3,077	6,164	2,400	(3,764)	-61.1%
Grants-WASPC/Live Scan Finger Print	-	18,000	-	(18,000)	-100.0%
State Grant Military Dept	-	2,659	-	(2,659)	-100.0%
Grants-Traffic Safety Comm	9,865	-	2,000	2,000	100.0%
Grants-Other	-	67,864	10,000	(57,864)	-85.3%
TOTAL GRANTS	12,942	94,688	14,400	(80,288)	-84.8%
Sale of Maps & Publications	48	36	-	(36)	-100.0%
Copies, Fingerprinting, Tape	13,942	12,763	12,000	(763)	-6.0%
Engineering Plan Check Fees	61,368	116,763	22,700	(94,063)	-80.6%
Candidate Filing Fees	600	(3,542)	600	4,142	-116.9%
Passport Fees	413,114	563,767	450,000	(113,767)	-20.2%
Law Enforcement Services	6,706	6,075	10,000	3,925	64.6%
Zoning & Subdivision Fees	32,365	45,775	22,920	(22,855)	-49.9%
Plan Check Fees	381,761	283,137	128,400	(154,738)	-54.7%
Design Review Board Fees	9,818	7,500	5,000	(2,500)	-33.3%
Other Development Fees	10,250	15,825	10,000	(5,825)	-36.8%
TOTAL CHARGES FOR SERVICES	929,972	1,048,099	661,620	(386,479)	-36.9%

General Fund Revenue

Account Description	2013-2014 Biennium Actual	2015-2016 Biennium Projected	2017-2018 Biennium Budget	\$ Change 2017-2018 less 2015-2016	% Change 2017-2018 less 2015-2016
Civil Traffic Infraction	320,949	240,982	315,000	74,018	30.7%
Dismissed Tickets	9,439	5,628	6,000	373	6.6%
Code Enforcement Penalties	200	400	-	(400)	-100.0%
Civil Parking Infractions	26,256	20,726	29,000	8,274	39.9%
Permit & License Penalties	-	1,000	-	(1,000)	-100.0%
TOTAL FINES & PENALTIES	356,844	268,736	350,000	81,264	30.2%
Investment Interest	72,108	44,754	35,000	(9,754)	-21.8%
Interest on Sales Tax Rec.	924	3,221	-	(3,221)	-100.0%
Lease Revenue/Cell Tower Leases	22,000	96,000	96,000	-	0.0%
Donations	11,325	2,050	-	(2,050)	-100.0%
DARE Donations/Sales	3	5	-	(5)	-100.0%
ESCA Equity	-	35,604	-	(35,604)	-100.0%
Cashier's Overage/Shortages	7	337	-	(337)	-100.0%
Other Miscellaneous Revenue	17,586	6,893	9,000	2,107	30.6%
TOTAL MISCELLANEOUS REVENUES	123,953	188,864	140,000	(48,864)	-25.9%
Insurance & Restitut Recovery	35,125	667	-	(667)	-100.0%
Transfer from REET	560,000	640,000	-	(640,000)	-100.0%
Insurance Recoveries	-	16,189	-	(16,189)	-100.0%
TOTAL OTHER FINANCING SOURCES	595,125	656,856	-	(656,856)	-100.0%
TOTAL GENERAL FUND REVENUES	22,785,972	24,606,893	24,622,330	15,438	0.1%
Less: Transfers	595,125	656,856	-	(656,856)	-100.0%
Gen Fund Revenues Only	22,190,847	23,950,037	24,622,330	672,293	2.8%
TOTAL FINANCIAL RESOURCES	28,045,872	30,539,558	30,981,369	441,811	1.4%

City of Mill Creek
Current Vacant Positions
as of 12/06/2016

FTE	Position
1.0	Public Information Officer
1.0	Recreation Coordinator
1.0	Permit Coordinator/Code Enforcement*
1.0	Supervising Engineer
<u>2.0</u>	Police Officer (2)
6.0	Total

*Position is comprised of .5 FTE Permit Coordinator and .5 FTE Code Enforcement



DEBT SERVICE FUND

<u>Debt Service</u>	2017-2018 Requested Budget
Sources of Funds:	
Beginning Reserves 01/01/2017	\$ 13,987
Taxes:	
Property Taxes	\$ -
Sales Taxes	\$ -
Other Taxes	\$ -
Licenses & Permits	\$ -
Intergovernmental Revenue	\$ -
Charges for Services	\$ -
Fines & Penalties	\$ -
Miscellaneous Revenues	\$ -
Other Sources - Transfers In	\$ 66,218
Total Revenues	\$ 66,218
 Total Sources of Funds	 \$ 80,205
Uses of Funds:	
Salary & Wages	\$ -
Benefits	\$ -
Supplies	\$ -
Services	\$ -
Intergovernmental Services	\$ -
Capital Outlays	\$ -
Debt Service	\$ 66,218
Operating Transfers Out	\$ -
Total Uses of Funds	\$ 66,218
 Net Change in Reserves	 \$ -
 Ending Reserves 12/31/2018	 \$ 13,987

City of Mill Creek
City Memberships

	2011	2012	2013	2014	2015	2016	2017	2018	2017-2018
Economic Alliance of Snoh County			5,000	5,000	10,000	10,000	10,000	10,000	20,000
AWC	11,504	11,301	11,351	11,497	11,725	12,461	13,000	13,500	26,500
AWC Retro**							6,000	6,000	12,000
Dept. of Enterprise Services (subscription fee)	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	2,000
PSRC	7,000	6,604	6,634	6,700	7,050	7,190	7,500	7,800	15,300
Sno. County Tomorrow	3,083	3,302	3,289	3,271	3,271	3,348	3,500	3,700	7,200
Alliance for Housing Affordability			1,088	1,121	1,109	1,654	1,750	2,000	3,750
Minority and Womens Business Fee		100		100		100	0	0	-
COSTCO	50	50	55	55	60	60	70	70	140
Northshore Senior Center	12,500	12,500	12,500	12,500	12,500	12,500	12,500	0	12,500
Clean Air Agency	10,605	10,489	10,166	10,284	13,313	15,282	15,628	16,000	31,628
Snohomish County Cities	50	50	50	50			50	50	100
DEM							25,000	25,000	50,000
Totals	45,292	45,396	51,133	51,578	60,028	63,595	95,998	85,120	181,118

**Retro Program fees charged to Finance previously; reclassified to nondepartmental as applies to all employees



Agenda Item # C
Meeting Date: **December 13, 2016**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: CITY OF MILL CREEK AND SNOHOMISH REGIONAL DRUG AND GANG TASK FORCE INTERLOCAL AGREEMENT (ILA)

ACTION REQUESTED:

Authorize the City Manager to sign the interlocal agreement between the City of Mill Creek and the Snohomish Regional Drug and Gang Task Force (SRDGTF) for drug and gang violence investigative support.

KEY FACTS AND INFORMATION SUMMARY:

The SRDGTF is a multi-jurisdictional task force comprised of law enforcement officers from agencies in Snohomish County, the county prosecutor, and various support personnel. The SRDGTF has been in existence on a continuous basis since January 18, 1988. SRDGTF operations are governed by an Executive Board comprised of the elected Snohomish County Sheriff and Prosecutor, the Everett Police Chief and City Attorney, and one more Chief of Police from a participating police department (currently the City of Mountlake Terrace).

The SRDGTF is partially funded by US Department of Justice (USDOJ) grant money administered by the Washington State Department of Commerce. Additional operating expenses are covered by contributions from participating agencies such as the Mill Creek Police Department.

The SRDGTF provides investigative support to the Mill Creek Police Department and other jurisdictions for cases requiring specialized equipment and investigative techniques. Typically, the SRDGTF will assume a primary investigative role for drug and gang violence cases that have regional, statewide or interstate impact. The level of these cases is beyond the operational ability of the MCPD. During 2016, the SRDGTF conducted nine (9) investigations in the City of Mill Creek, four (4) of which had gang-related ties. Additionally, the MCPD is currently working with the SRDGTF on an ongoing investigation.

In consideration of the services rendered by the SRDGTF, participating jurisdictions agree to contribute funds that in the aggregate will allow for at least a one-third match of the funds awarded by the USDOJ (local match). Due to decreasing federal dollars, the percentage of the local match has increased during recent years and is now approximately two-thirds of the total SRDGTF operating budget. For the term of this ILA (July 1, 2016 - September 30, 2017) the local match is \$251,456.00 for salaries and benefits. The formula used to determine a participating city's contribution is based on that city's population. For the period of this ILA, the City of Mill Creek contribution is **\$6,570.00**. This assessment includes a bridge amount of \$1,314.00 to cover the gap created by having unsigned ILA's since July 1, 2016.

The 'Drug Buy' Fund (Fund 130) currently has a balance of \$62,349.61 and the city's contribution to the SRDGTF is an authorized expense.

City Council Agenda Summary
Page 2

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the City Council grant authority to sign the Interlocal Agreement with the Snohomish Regional Drug and Gang Task Force (SRDGTF) and authorize transferring **\$6,570.00** to the SRDGTF for the purpose of supporting Mill Creek Police Department major drug and gang investigations.

ATTACHMENTS:

- Interlocal Agreement (ILA) between the Snohomish Regional Drug and Gang Task Force and participating jurisdictions (including exhibits).
- Signature page for said ILA

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

**INTERLOCAL AGREEMENT ESTABLISHING
SNOHOMISH REGIONAL DRUG & GANG TASK FORCE**

This Interlocal Agreement Establishing the Snohomish Regional Drug & Gang Task Force (“Agreement”), is entered into by and among Snohomish County, a political subdivision of the State of Washington, and the following jurisdictions (hereinafter collectively referred to as the “Participating Jurisdictions”):

- | | |
|--------------------------|---------------------------------|
| City of Arlington | City of Mill Creek |
| City of Bothell | City of Monroe |
| City of Brier | City of Mountlake Terrace |
| City of Darrington | City of Mukilteo |
| City of Edmonds | City of Snohomish |
| City of Everett | City of Stanwood |
| City of Gold Bar | City of Sultan |
| City of Granite Falls | DSHS, Child Protective Services |
| City of Index | Washington State Patrol |
| City of Lake Stevens | Snohomish Health District |
| City of Lake Forest Park | |
| City of Lynnwood | |
| City of Marysville | |

Interlocal Agreement Establishing
Snohomish Regional Drug & Gang Task Force – Page 1

WITNESSES THAT:

WHEREAS, the State of Washington Department of Commerce (hereinafter "Commerce"), has received funds from the U.S. Department of Justice under authority of the Anti-Drug Abuse Act of 1988 to provide grants to local units of government for drug law enforcement; and

WHEREAS, eligible applicants include cities, counties and Indian tribes; and

WHEREAS, chapter 39.34 RCW permits one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking that each public agency is authorized by law to perform; and

WHEREAS, Snohomish County and Commerce have entered into a Narcotics Control Grant Contract (hereinafter "Grant Contract") whereby Snohomish County will use specified grant funds solely for a regional task force project consistent with the task force grant application submitted to Commerce on or before July 1, 2016, upon which the Grant Contract is based (by this reference both the Grant Contract and the grant application are incorporated in this agreement as though set forth fully herein); and

WHEREAS, the Participating Jurisdictions recognize the above-mentioned Grant Contract between Commerce and Snohomish County; and

WHEREAS, the Participating Jurisdictions desire to participate as members of the multi-jurisdictional task force with Snohomish County administering task force project grants on their behalf; and

WHEREAS, the Participating Jurisdictions desire to enter into an agreement with Snohomish County to enable Snohomish County to continue to be the receiver of any grant funds related to the task force project; and

WHEREAS, each of the Participating Jurisdictions represented herein is authorized to perform each service contemplated for it herein;

NOW, THEREFORE, in consideration of covenants, conditions, performances and promises hereinafter contained, the parties hereto agree as follows:

1.0 TASK FORCE CONTINUATION, TERM, AND PURPOSE

- 1.1 The countywide multi-jurisdictional task force, composed of law enforcement, prosecutor, and support personnel, known as the Snohomish Regional Drug & Gang Task Force (hereinafter "Task Force"), was created pursuant to the Interlocal Agreement Among Participating Jurisdictions dated January 18, 1988. The Task Force has operated on a continuous basis since that time under a series of interlocal agreements, the most recent effective from July 1, 2015, through June 30, 2016. This Agreement shall serve to continue the operation of the Task Force.
- 1.2 The term of this Agreement shall be from July 1, 2016, through September 30, 2017, unless earlier terminated or modified as provided in this Agreement.
- 1.3 The purpose of the Task Force is to formally structure and jointly coordinate selected law enforcement activities, resources, and functions in order to disrupt illegal drug trafficking systems and to remove traffickers through a cooperative program of investigation, prosecution, and asset forfeiture. The parties do not intend that this Agreement create a separate legal entity subject to suit.
- 1.4 The Task Force agrees to perform the statement of work indicated in the Task Force Abstract set forth in the application for funding between Commerce and Snohomish County. Therefore each Participating Jurisdiction adopts the following Task Force goals:
 - Reduce the number of drug traffickers and gang members in the communities of Snohomish County through the professional investigation, apprehension and conviction.
 - Efficiently attack, disrupt and prosecute individual and organized mid to upper level drug traffickers and street gang members who do not recognize jurisdictional boundaries or limitations, and by doing so, impact drug trafficking organizations previously impregnable.

- Enhance drug enforcement cooperation and coordination through multi-agency investigations, training of local jurisdictions and the sharing of resources and information.
 - To address these issues with the foremost consideration of safety for both law enforcement and the community.
- 1.5 The Task Force will follow a management system for the shared coordination and direction of personnel as well as financial, equipment and technical resources as stated in this Agreement.
- 1.6 The Task Force will implement operations, including:
- a. Development of intelligence
 - b. Target identification
 - c. Investigation
 - d. Arrest of Suspects
 - e. Successful prosecution of offenders, and
 - f. Asset forfeiture/disposition
- 1.7 The Task Force shall evaluate and report on Task Force performance to Commerce as required in the Grant Contract.

2.0 ORGANIZATION

- 2.1 Exhibit "D", incorporated herein by this reference, sets forth the organization of the Task Force.
- 2.2 The Task Force Executive Board shall be comprised of the Snohomish County Prosecuting Attorney, the Snohomish County Sheriff, the Everett Police Chief, the Everett City Attorney, and one (1) chief of police from the remaining Participating Jurisdictions chosen by the chiefs of police of the remaining Participating Jurisdictions. The Snohomish County Sheriff shall serve as Chair of the Executive Board. The Task Force Executive Board may adopt bylaws providing for appointment of alternates to attend Executive Board meetings in the absence of members. At such meetings the alternate shall have the same

rights as the appointing member. Any action taken by the Task Force Executive Board under this Agreement shall be based on a majority vote.

- 2.3 Personnel assigned to the Task Force shall be directed in their Task Force duties by the Snohomish County Sheriff's Office (SCSO) through the Task Force Commander. The Task Force Commander will be an employee of Snohomish County for all purposes and, if not a regular SCSO deputy, will hold a special commission for that purpose.
- 2.4 Exhibit "A", incorporated herein by this reference, sets forth the personnel currently assigned to the Task Force by each Participating Jurisdiction. Nothing in this Agreement shall restrict the ability of the Snohomish County Prosecuting Attorney, Snohomish County Sheriff, Everett Police Chief, or chief law enforcement officer of any Participating Jurisdiction to reassign personnel now or later assigned to the Task Force.
- 2.5 Participating Jurisdiction Employees: Personnel assigned to the Task Force by Participating Jurisdiction shall be considered employees of that Participating Jurisdiction. All rights, duties, and obligations of the employer and the employee shall remain with that individual jurisdiction. Each Participating Jurisdiction shall be responsible for ensuring compliance with all applicable laws, collective bargaining agreements, and/or civil service rules and regulations, with regard to its employees.

3.0 FINANCING

- 3.1 Exhibit "B", incorporated herein by reference, sets forth the estimated Task Force Grant Contract budget. Participating Jurisdictions agree to provide funds that in the aggregate will allow for at least a one-third match of the funds awarded under the Grant Contract ("Local Match").
- 3.2 Exhibit "C", incorporated herein by reference, sets forth the Local Match breakdown for the period from July 1, 2016, to September 30, 2017. Although State and/or Federal Grant funds may vary from the amount initially requested,

each Participating Jurisdiction agrees to provide funding that is no less than the amount indicated in Exhibit "C", and to pay its funding share to Snohomish County as administrator of Task Force funds promptly upon request.

- 3.3 As required by the Grant Contract, each Participating Jurisdiction agrees that the funding it contributes shall be provided in addition to that currently appropriated to narcotics enforcement activities and that no Task Force activity will supplant or replace any existing narcotic enforcement activities.
- 3.4 Except as modified by section 5.3 below, all revenues collected or generated by or for the Task Force shall be forwarded to the Snohomish County Treasurer and placed in a designated special account for the purpose of supporting Task Force operations, and all real or personal property of the Task Force will be held in Snohomish County's name for the benefit of the Task Force.
- 3.5 Upon termination of the Task Force, all funds remaining in said special account shall be disbursed pro rata to the then-current Participating Jurisdictions in proportion to the percentage of their most recent contribution to the Local Match indicated in Exhibit "C".

4.0 GENERAL ADMINISTRATION

- 4.1 Snohomish County agrees to provide Commerce with the necessary documentation to receive grant funds.
- 4.2 By executing this Agreement, each Participating Jurisdiction agrees to make any certified assurances required by the Grant Contract that are within its particular control, and agrees to make all its records related to the Task Force available for inspection consistent with the Grant Contract.
- 4.3 All Task Force contracts and agreements executed on behalf of Participating Jurisdictions under this Agreement must first be approved on motion of the Task Force Executive Board. By executing this Agreement, each Participating Jurisdiction agrees that, for the purpose of administering the assets and

resources available to the Task Force, Snohomish County is hereby granted the authority to execute on behalf of the Participating Jurisdictions all agreements and contracts signed as approved by the Task Force Executive Board, by and through its Chair, including but not limited to all contracts for professional services. Agreements and contracts executed in this manner shall have the same legal effect as if they were executed by each Participating Jurisdiction. No such agreement or contract may impose or waive liability with respect to a Participating Jurisdiction in a manner that is inconsistent with the hold harmless provision in section 10.0 of this Agreement.

- 4.4 Any dispute arising under this Agreement will be forwarded to the Task Force Executive Board for arbitration. The determination made by the Executive Board shall be final and conclusive as between the parties. This provision shall not apply to issues of indemnity and liability governed by the hold harmless provision in section 10.0 of this Agreement.

5.0 ASSET FORFEITURE

- 5.1 The Participating Jurisdictions shall refer all potential asset forfeitures initiated or investigated by officers assigned to the Task Force during the pendency of this Agreement to the Task Force for disposition at the discretion of the Task Force Executive Board or prosecuting authority (Prosecuting Attorney or United States Attorney). Any such referred asset forfeiture that is pursued in state court will be prosecuted in the name of Snohomish County on behalf of the Task Force and its Participating Jurisdictions.
- 5.2 The Task Force Commander, under the direction of the Task Force Executive Board, shall manage the acquisition and disposition of assets seized or forfeited as a result of this Agreement in compliance with law and Task Force procedures.
- 5.3 A portion of the net monetary proceeds of each asset forfeiture made by the Task Force shall be distributed to the involved investigating agencies

commensurate with their participation as determined by prior agreement between the Task Force Commander and said agencies, or in the absence of such agreement, by the Task Force Executive Board, prior to dedication of the remaining proceeds to the Task Force as specified in section 3.4. As long as the personnel assignments stated in Exhibit "A" remain unchanged, distributions to Snohomish County and the City of Everett under this subparagraph shall be 40 percent each of the net monetary proceeds remaining after distributions under this subparagraph to Participating Jurisdictions other than Snohomish County and the City of Everett. If assignments change from those stated in Exhibit "A", the Task Force Executive Board may modify the relative percentage allocations to Snohomish County and the City of Everett on a case-by-case or permanent basis. For purposes of this subparagraph, the term "net monetary proceeds" means cash proceeds realized from property forfeited during the term of this Agreement that is not retained for use by the Task Force after deducting all costs and expenses incurred in its acquisition, including but not limited to the cost of satisfying any bona fide security interest to which the property may be subject at the time of seizure, the cost of sale in the case of sold property (including reasonable fees or commissions paid to independent selling agencies), amounts paid to satisfy a landlord's claim for damages, and the amount of proceeds (typically ten percent) payable to the State of Washington under RCW 69.50.505(9) or similar law.

- 5.4 The Task Force may retain funds in an amount up to \$250,000.00 from the net proceeds of vehicle seizures for the purchase of Task Force vehicles and related fleet costs.
- 5.5 Any Participating Jurisdiction receiving a distribution of assets forfeited under RCW 69.50.505 shall use such assets in accordance with RCW 69.50.505(10), which limits use to the expansion and improvement of controlled substances related law enforcement activity and prohibits use to supplant preexisting funding sources.

5.6 Upon termination of the Task Force, the Task Force Executive Board shall dispose of the Task Force's interest in assets seized or forfeited as a result of this Agreement in accordance with applicable federal, state and county requirements, and shall distribute proceeds in accordance with sections 5.3 and 3.5.

6.0 ACQUISITION AND USE OF EQUIPMENT

6.1 For purposes of this Agreement, the term "Equipment" shall refer to all personal property used by the Task Force in performing its purpose and function, including but not limited to: materials, tools, machinery, equipment, vehicles, supplies, and facilities.

6.2 In the event that any Equipment is acquired with grant funds, the Participating Jurisdictions agree that the Task Force will use that equipment only for specified law enforcement purposes for the term of the grant.

6.3 Personnel assigned to the Task Force may use Equipment that is provided or acquired for Task Force purposes as directed by the Task Force Commander.

6.4 Upon termination of the Task Force, any Equipment provided to the Task Force by a Participating Jurisdiction will be returned to that jurisdiction.

6.5 Upon termination of the Task Force, the Task Force Executive Board shall dispose of all acquired equipment in accordance with applicable federal, state and county requirements, and shall distribute proceeds in accordance with section 3.5.

7.0 MODIFICATION

Participating Jurisdictions reserve the right to amend this Agreement in the future from time to time as may be mutually agreed upon. No such amendment shall be effective unless written and signed by all then-contributing jurisdictions with the same formality as this Agreement.

8.0 NONDISCRIMINATION PROVISION

There shall be no discrimination against any employee who is paid by the grant funds or against any applicant for such employment because of race, color, religion, handicap, marital status, political affiliation, sex, age, or national origin. This provision shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training.

9.0 TERMINATION OF AGREEMENT

9.1 Notwithstanding any provisions of this Agreement, any party may withdraw from the Agreement as it pertains to it by providing written notice of such withdrawal to all other parties, specifying the effective date thereof at least thirty (30) days prior to such date. A withdrawing party may take with it any Equipment it has provided to the Task Force, and shall be entitled to distributions under section 5.3 of this Agreement with respect to asset forfeitures initiated before the effective date of withdrawal.

9.2 If there is a reduction in funds by the source of those funds, and if such funds are the basis of this Agreement, Snohomish County may unilaterally terminate all or part of the Agreement, or may reduce its scope of work and budget.

10.0 HOLD HARMLESS

Each party hereto agrees to save, indemnify, defend and hold the other parties harmless from any allegations, complaints, or claims of wrongful and/or negligent acts or omissions, by said party and/or its officers, agents, or employees to the fullest extent allowed by law. In the case of allegations, complaints, or claims against more than one party, any damages allowed shall be levied in proportion to the percentage of fault attributable to each party, and each party shall have the right to seek contribution from each of the other parties in proportion to the percentage of fault attributable to each of the other parties. Moreover, the parties agree to cooperate and jointly defend

any such matter to the extent allowed by law. An agency that has withdrawn assumes no responsibility for the actions of the remaining members arising after the date of withdrawal, but shall remain liable for claims of loss or liability arising prior to the effective date of withdrawal.

11.0 GOVERNING LAW AND VENUE

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Washington without reference to choice of law principles, and venue of any suit between the parties arising out of this Agreement shall be in the Superior Court of Snohomish County, Washington.

12.0 INTEGRATION

With the exception of necessary operational agreements between law enforcement agencies of the Participating Jurisdictions and agreements pursuant to section 5.3 hereof, this Agreement constitutes the whole and entire agreement among those parties as to the Task Force and no other understandings, oral, or otherwise, regarding the Task Force shall be deemed to exist or bind the parties.

13.0 EXECUTION OF MULTIPLE ORIGINAL COUNTERPARTS

This Agreement may be reproduced in any number of original counterparts. Each party need sign only one counterpart and when the signature pages are all assembled with one original counterpart, that compilation constitutes a fully executed and effective agreement among all the Participating Jurisdictions. In the event that fewer than all named parties execute this Agreement, the Agreement, once filed as specified in section 15.0, shall be effective as between the parties that have executed the Agreement to the same extent as if no other parties had been named.

14.0 SEVERABILITY

If any part of this Agreement is unenforceable for any reason the remainder of the Agreement shall remain in full force and effect.

15.0 POSTING/RECORDING

This Agreement will be filed with the Snohomish County Auditor or posted on the County's or Participating Jurisdiction's interlocal agreements webpage, in compliance with RCW 39.34.040.

In witness whereof, the parties have executed this Agreement.

THE COUNTY:

Snohomish County, a political subdivision
of the State of Washington

By _____
Name: _____
Title: _____

Approved as to Form:

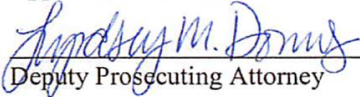
 7/18/16
Deputy Prosecuting Attorney

EXHIBIT A

Snohomish Regional Drug & Gang Task Force

Personnel Assigned by Jurisdiction
July 1, 2016 through September 30, 2017

EVERETT POLICE DEPARTMENT

- 1 Lieutenant
- 1 Sergeant
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Support Personnel

FUNDING

- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD
- Everett PD

VACANT
VACANT

SNOHOMISH COUNTY SHERIFF'S OFFICE

- 1 Task Force Commander
- 1 Lieutenant
- 1 Sergeant
- 1 Sergeant
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Detective
- 1 Information Deputy
- 1 K9 Detective
- 1 Support Staff

FUNDING

- Justice Assistance Grant
- Snohomish County Sheriff
- Justice Assistance Grant
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff
- Snohomish County Sheriff

VACANT

SNOHOMISH HEALTH DISTRICT

- 1 Local Health Officer

FUNDING

- Snohomish Health District

SNOHOMISH COUNTY PROSECUTOR'S OFFICE

- 1 Deputy Prosecutor
- 1 Support Staff

FUNDING

- Seizure Funding
- Seizure Funding

STATE OF WASHINGTON

- 1 Detective
- 1 Case Worker
- 1 Agent

FUNDING

- Washington State Patrol
- DSHS, Child Protective Services
- Department of Corrections

WA STATE GAMBLING COMMISSION

1 Agent

FUNDING

Washington State

VACANT

NATIONAL GUARD

1 Intelligence Analyst

FUNDING

Washington National Guard

VACANT

BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES

1 Agent

FUNDING

ATF

VACANT

DRUG ENFORCEMENT AGENCY

1 Agent

FUNDING

Drug Enforcement Agency

VACANT

INTERNAL REVENUE SERVICE

1 Agent

FUNDING

Internal Revenue Service

VACANT

ICE / H.S.I.

2 Agent

FUNDING

Immigration And Customs Enforcement

NAVAL CRIMINAL INTELLIGENCE SERVICE

1 Agent

FUNDING

NCIS

VACANT

FEDERAL BUREAU OF INVESTIGATIONS

1 Agent

FUNDING

FBI

EXHIBIT B

Snohomish Regional Drug & Gang Task Force

Byrne/JAG Grant Estimated Operating Budget for July 1, 2016 through September 30, 2017

	<u>FEDERAL FUNDS</u>	<u>LOCAL MATCH</u>	<u>TOTAL</u>
Salaries	111,500	192,856	324,356
Benefits	21,500	58,600	60,100
Contracted Services	0	0	0
Goods and Services	0	0	0
Travel	0	0	0
Training	0	0	0
Equipment	0	0	0
Confidential Funds	0	0	0
TOTALS	\$133,000	\$251,456	\$384,456

Interlocal Agreement Establishing
Snohomish Regional Drug & Gang Task Force

EXHIBIT C

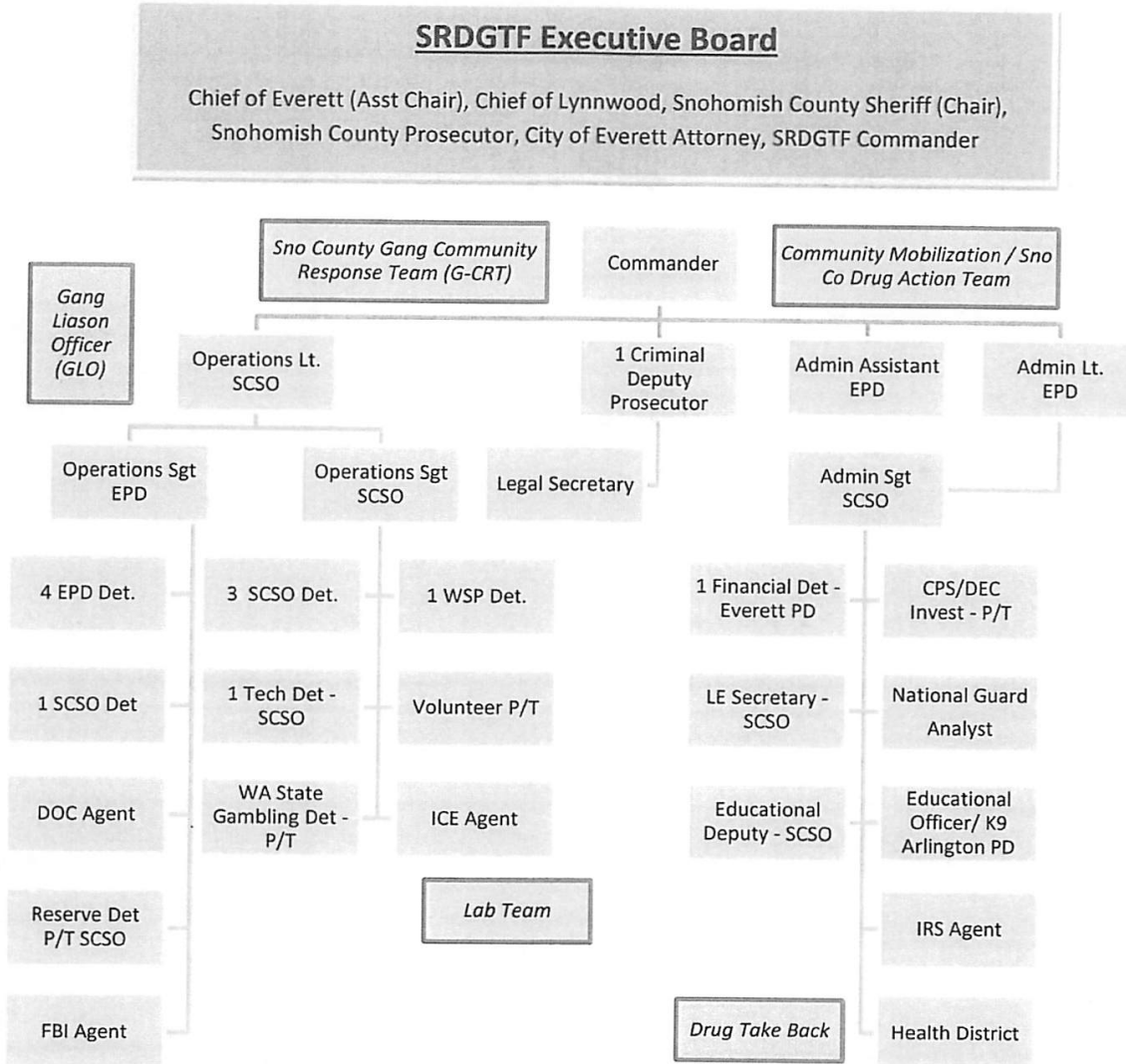
Snohomish Regional Drug & Gang Task Force

Local Contributions for July 1, 2016 through September 30, 2017

JURISDICTION	POPULATION	2016 BRIDGE AMOUNT	OCT 2016- SEPT 2017 AMOUNT	CONTRACT GRAND TOTAL
Arlington	18,490	\$ 1,230	\$ 4,918	\$ 6,148
Bothell	17,230	\$ 1,146	\$ 4,583	\$ 5,729
Brier	6,500	\$ 432	\$ 1,729	\$ 2,161
Darrington	1,350	\$ 90	\$ 359	\$ 449
Edmonds	40,490	\$ 2,693	\$ 10,770	\$ 13,463
Everett	105,800	\$ 7,036	\$ 28,142	\$ 35,178
Gold Bar	2,115	\$ 141	\$ 563	\$ 704
Granite Falls	3,390	\$ 226	\$ 902	\$ 1,128
Index	160	\$ 11	\$ 43	\$ 54
Lake Stevens	29,900	\$ 1,988	\$ 7,953	\$ 9,941
Lake Forest Park	-	\$ -	\$ -	\$ -
Lynnwood	36,420	\$ 2,422	\$ 9,687	\$ 12,109
Marysville	64,140	\$ 4,265	\$ 17,061	\$ 21,326
Mill Creek	19,760	\$ 1,314	\$ 5,256	\$ 6,570
Monroe	17,620	\$ 1,172	\$ 4,687	\$ 5,859
Mountlake Terrace	21,090	\$ 1,403	\$ 5,610	\$ 7,013
Mukilteo	20,900	\$ 1,390	\$ 5,559	\$ 6,949
Snohomish	9,385	\$ 624	\$ 2,496	\$ 3,120
Snohomish County	330,260	\$ 21,962	\$ 87,847	\$ 109,809
Stanwood	6,585	\$ 438	\$ 1,752	\$ 2,190
Sultan	4,680	\$ 311	\$ 1,245	\$ 1,556
DSHS, CPS	-	\$ -	\$ -	\$ -
Snohomish Health District	-	\$ -	\$ -	\$ -
Washington State Patrol	-	\$ -	\$ -	\$ -
PARTICIPATING JURISDICTIONS'		\$ 50,294	\$ 201,162	\$ 251,456
TOTALS:				

Interlocal Agreement Establishing
Snohomish Regional Drug & Gang Task Force

EXHIBIT D



ATTEST:

APPROVED AT THE DIRECTION OF THE PARTICIPATING JURISDICTION:

Title _____

Dated _____
Jurisdiction of _____

ATTEST:

Jurisdiction Clerk

Dated _____

APPROVED AS TO FORM:

Jurisdiction Attorney

Dated _____



Agenda Item # D
Meeting Date: December 6, 2016

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: ADOPT ORDINANCE APPROVING THE FINAL PLAT OF WOODLAND TRAILS

ACTION REQUESTED:

Adoption of the Ordinance approving the Final Plat of Woodland Trails.

KEY FACTS AND INFORMATION SUMMARY: The owner/developer, Harbour Homes, LLC, has requested approval of the Final Plat of Woodland Trails. The plat will subdivide 7.13 acres into 28 lots for single-family home development. The property is located at 3601 Seattle Hill Road.

The City's Hearing Examiner conducted a public hearing on the Preliminary Plat on November 16, 2015, and issued a decision approving the Preliminary Plat with conditions on December 2, 2015. Once the applicant has met the conditions of the preliminary plat, state law requires that the City Council approve a Final Plat for recording. The Final Plat is the instrument that actually creates each of the lots so they can be sold.

The applicant has complied with or bonded for all Conditions of Approval to the satisfaction of the Engineering Department and the Department of Community and Economic Development. Building permits cannot be issued (with the exception of model home permits) and the homes cannot be sold until the Final Plat is approved and recorded. The following mitigation fees have been paid and bonds have been or will be posted:

1. The City is in receipt of performance bonds in the amount of \$772,570 to provide a surety for the completion of public improvements in the plat, which include erosion control, roadway and storm drainage facilities, curb, gutter and sidewalk.
2. The developer shall provide a secured landscape performance bond equal to 125 percent of the cost of landscape installation (labor and materials), in accordance with MCMC Section 16.16.040. Said bond shall be posted prior to the issuance of the first building permit.
3. SEPA mitigation fees have been paid to the City, Snohomish County, and Fire District #7.
4. In accordance with the Interlocal Agreement between the City of Mill Creek and the Everett School District, the developer shall provide proof of payment of mitigation fees totaling \$68,013, prior to issuance of the first building permit.

City Council Agenda Summary
Page 2

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the City Council adopt the ordinance approving the Final Plat of Woodland Trails.

ATTACHMENTS:

Ordinance approving the Final Plat of Woodland Trails.

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

ORDINANCE NO. 2016-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, APPROVING THE FINAL PLAT OF WOODLAND TRAILS (FORMERLY KNOWN AS HARMS ESTATE), PROJECT FILE NO. PL2016-0017, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on February 5, 2015, an application for a 28-lot Preliminary Plat, commonly known as Woodland Trails (formerly known as Harms Estate), was submitted by Harbour Homes, LLC, and given City Project File No. PL2015-0002; and

WHEREAS, the Responsible Official under the State Environmental Policy Act issued on October 22, 2015, a Mitigated Determination of Non-Significance (MDNS) and Notice of Property Development Impact Mitigation for the preliminary plat pursuant to RCW 43.21C.030(2)(c) and MCMC Chapter 17.48 and Chapter 18.04; and

WHEREAS, on November 16, 2015, the Hearing Examiner held a public hearing for which proper notice was given, and on December 2, 2015, issued a written decision approving the 28-lot Preliminary Plat of Harms Estate, subject to conditions; and

WHEREAS, on September 13, 2016, Harbour Homes, LLC submitted a Final Plat application to the City for the approval of the plat of Woodland Trails, pursuant to the Mill Creek Municipal Code; and

WHEREAS, City staff has conducted a review of said application and determined that the applicant has complied with the Hearing Examiner Conditions of Approval placed on the Preliminary Plat; and

WHEREAS, City staff has prepared a staff report [Exhibit A], outlining the Final Plat application's consistency with the provisions of MCMC Chapters 16.04, 16.14, 16.16, 16.20, and the adopted Conditions of Approval; and

WHEREAS, on December 6, 2016, the City Council, at a regular meeting and upon proper notice, reviewed the proposed Final Plat of Woodland Trails to determine whether the Final Plat was in keeping with the terms and conditions of the Hearing Examiner Decision of Preliminary Plat and Planned Area Development approval; and

WHEREAS, the proposed Final Plat of Woodland Trails makes adequate provision for open space, drainage ways, streets and other public ways, water supply and sanitary wastes, parks, playgrounds, and schools; and

WHEREAS, the proposed Final Plat of Woodland Trails is beneficial to the public health, safety and general welfare and is in the public interest; and

WHEREAS, City Council hereby finds that the proposed Final Plat of Woodland Trails is consistent with the terms and conditions of Preliminary Plat and Planned Area Development approval:

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

Section 1. The Final Plat of Woodland Trails File No. PL2016-0017 is approved upon the finding that the stipulations and conditions of the Hearing Examiner placed on the Preliminary Plat, together with the applicable provisions of MCMC Chapters 16.04, 16.14, 16.16, and 16.20, as fully discussed in the staff report, attached hereto and incorporated by this reference [Exhibit A], have been met by the applicant.

Section 2. The Mayor, City Engineer and Director of Community and Economic Development are hereby authorized to sign the Final Plat of Woodland Trails indicating the approval by the City of Mill Creek.

Section 3. Approval of the Final Plat of Woodland Trails, City File No. PL2016-0017 will become final upon the applicant filing the Final Plat with the Snohomish County Auditor and completion of recording thereof.

Section 4. If any section, sentence, clause, phrase or application of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, phrase or application of this ordinance.

Section 5. This ordinance shall be in full force and effective five (5) days after adoption by the City Council and publication of the ordinance summary that consists of this Ordinance's Title.

Passed in open meeting this ____ day of _____ 2016, by a vote of _____ for, _____ against, and _____ abstaining.

APPROVED:

MAYOR PAM PRUITT

ATTEST/AUTHENTICATED:

ACTING CITY CLERK PEGGY LAUERMAN

APPROVED AS TO FORM:

CITY ATTORNEY SCOTT MISSALL

FILED WITH THE CITY CLERK: _____

PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

ORDINANCE NO.: _____

EXHIBIT A - Staff Report

G:\EXECUTIVE\WP\Ordinances\2016\Harms Estate Final Plat.docx

EXHIBIT A

**CITY OF MILL CREEK
DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT
STAFF REPORT
TO THE MILL CREEK CITY COUNCIL**

MEETING DATE: December 6, 2016

APPLICANT: Harbour Homes, LLC
400 North 34th Street, Suite 300
Seattle, WA 98103

REQUESTED ACTION: Approval of the Final Plat of Woodland Trails (previously known as Harms Estate), PL2016-0017

LOCATION: The site is located at 3601 Seattle Hill Road in the City of Mill Creek. See **Attachment 1 – Vicinity Map.**

SIZE: Approximately 7.13 acres

LEGAL DESCRIPTION: See **Attachment 2.**

COMPREHENSIVE PLAN DESIGNATION: Residential - Low Density (maximum four dwelling units per acre)

ZONING DISTRICT: Low Density Residential (LDR)

BACKGROUND INFORMATION

HISTORY: The requested action is approval of the Final Plat of Woodland Trails to subdivide 7.13 acres into 28 lots for single-family home development.

The Woodland Trails Preliminary Plat/Planned Area Development received preliminary approval from the Hearing Examiner on December 2, 2015. See **Attachment 3 – Findings, Conclusions and Decision, City of Mill Creek Hearing Examiner, Harms Estate, No. PP 15-67.**

COMPLIANCE WITH PRELIMINARY PLAT CONDITIONS: The applicant has complied with the Hearing Examiner Conditions of Approval placed on the Preliminary Plat.

Consistent with MCMC Chapter 16.20, the applicant has completed the required public improvements or has provided bonds acceptable to the City in sufficient amounts to guarantee completion of the plat improvements.

In addition, water and sewer utilities and stormwater facilities have been completed. The applicant is currently constructing the roadway improvements, which consist of a public road, streetlights, curbs, and gutters, as well as one private open space tract, one drainage tract and one roadway buffer.

Model home permits cannot be issued until the utility connections and fire flow are available and a paved surface has been completed for the access. Lots cannot be sold until the Final Plat is approved and recorded at the Snohomish County Auditor's Office.

**FINDINGS OF
FACT:**

Staff has reviewed the Final Plat application in accordance with the provisions of MCMC Chapters 16.04, 16.14, 16.16, 16.20, and the adopted Hearing Examiner Conditions of Approval contained in **Attachment 3** and makes the following findings:

1. The request is for Final Plat approval for the Woodland Trails Plat, which contains twenty-eight residential lots.
2. The appropriate fees for review of the Final Plat have been paid, pursuant to MCMC Section 3.42.180.3.b.
3. The City Engineer has reviewed and approved the completed survey computation notes.
4. A title report and a plat certificate have been submitted to the City. Said documents have been reviewed and approved by the City Engineer.
5. The Covenants, Conditions and Restrictions for the future Owners Association have been submitted to the City for review and have been approved by staff.
6. All plan specifications and documents required for public improvements have been reviewed and approved by the City Engineer.
7. All applicable Preliminary Plat Conditions of Approval, described in the Hearing Examiner Decision dated December 2, 2015, have been satisfied or bonded for.

8. The Silver Lake Water and Sewer District has approved the construction plans.
9. The City is in receipt of performance bonds in the amount of \$772,570 to provide a surety for the completion of public improvements in the plat, which include erosion control, roadway and storm drainage facilities, curb, gutter and sidewalk.
10. The developer shall provide a secured landscape performance bond equal to 125 percent of the cost of landscape installation (labor and materials), in accordance with MCMC Section 16.16.040. Said bond shall be posted prior to the issuance of the first building permit.
11. The City is in receipt of SEPA mitigation fees for Fire District #7.
12. SEPA mitigation fees have been paid to the City and Snohomish County.
13. In accordance with the Interlocal Agreement between the City of Mill Creek and the Everett School District, the developer shall provide proof of payment of mitigation fees totaling \$68,013.00, prior to issuance of the first building permit.
14. All provisions of MCMC Chapters 16.04, 16.14, 16.16, and 16.20 have been satisfied.
15. The plat is consistent with the provisions of RCW 58.17.110.

RECOMMENDATION: The Director of Community and Economic Development and the City Engineer have reviewed all the required information applicable to the Final Plat of Woodland Trails. Based upon the above findings, staff recommends that the City Council approve the Final Plat application.

Attachments:

- Attachment 1 – Vicinity Map
- Attachment 2 – Legal Description
- Attachment 3 – Findings, Conclusions and Decision, City of Mill Creek Hearing Examiner Harms, No. PP 15-67
- Attachment 4 – Proposed Final Plat of Woodland Trails

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ATTACHMENT 1

VICINITY MAP



ATTACHMENT 2
LEGAL DESCRIPTION

For APN/Parcel ID(s): 27050400201600 and 27050400201602

The South half of the Northwest quarter of Government Lot 4 and that portion of the North half of the Southwest quarter of Government Lot 4, Lying North of the County Road in Section 4, Township 27 North, Range 5 East, W.M., in Snohomish County, Washington;

Except that portion thereof conveyed to School District No. 28 by Deed recorded February 24, 1928 under Recording No. 421063 and recorded in Volume 240 of Deeds at page 344, described as follows:

Beginning at the Northwest corner of said Section 4;

Thence South 00°23' East, along the West line of said Section, 1,061.49 feet to an intersection with the centerline of the County Road and the True Point of Beginning;

Thence North 54°37' East, along the centerline of said Road, 216.85 feet;

Thence North 00°23' West, parallel with the West line of said Section 4, 182.79 feet;

Thence South 89°37' West, 178.0 feet to the Section line;

Thence South 00°23' East, along said Section line, 306.85 feet to the True Point of Beginning;

Also Except said county road;

Also except that portion conveyed to the County of Snohomish by deed recorded under Recording No. 200902200512;

And except that portion conveyed to the County of Snohomish by deed recorded under Recording No. 201603280493.

Situate in the County of Snohomish, State of Washington.

ATTACHMENT 3

**FINDINGS, CONCLUSIONS AND DECISION, CITY OF MILL CREEK
HEARING EXAMINER, HARMS ESTATE, NO. PP 15-67**

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BEFORE THE HEARING EXAMINER FOR THE CITY OF MILL CREEK

RE: Harms Estate
Preliminary Plat/PAD
File No. PP 15-67

FINDINGS OF FACT, CONCLUSIONS OF
LAW AND FINAL DECISION

SUMMARY

The applicant has requested approval of a 28-lot preliminary plat and planned area development ("PAD") located at located at 3601 Seattle Hill Road. Via PAD review, the applicant requests modifications to minimum lot area and setback standards set by the City's zoning code. The preliminary plat and PAD are approved, including all requested modifications, subject to conditions.

EXHIBITS

The following exhibits were admitted during the November 16, 2015 hearing:

- Exhibit 1: Staff Report, revised by staff during hearing, including attachments A-C and documents identified in Attachment D.
- Exhibit 2: Staff power point presentation

FINDINGS OF FACT

Procedural:

1. Applicant. The applicant is Harbour Homes LLC.

Preliminary Plat/PAD- 1

1 2. Hearing. A hearing was held on the subject application on November 16, 2015 at 6:00 pm in
2 the City of Mill Creek Council Chambers.

3 3. Project Description. The applicant has requested approval of a 28-lot preliminary plat and
4 planned area development (“PAD”) application, to be accessed from an existing stub-out road
5 located on the east side of 35th Ave. SE at 149th Pl. SE. The proposal also includes separate tracts
6 designed to accommodate drainage facilities, access to lots, wetlands, open space and roadway
7 buffers. The project site is 7.13 acres in size and is currently developed with two single-family
8 residences. The project site is located at 3601 Seattle Hill Road.

9 Through the PAD process the applicant requests modifications to minimum lot size and setback
10 requirements. Proposed modifications to setbacks are as follows:

11 Front yard setbacks:

- 12 • 20 feet for the garage side of the lot and 10 feet on the non-garage side of corner lots (20
13 foot front yard setbacks required by MCMC 17.06.050).

14 Rear yard setbacks:

- 15 • 10 feet for Lots 1 and 2; 15 feet for Lots 3-28 (20 foot rear yard setbacks required by
16 MCMC 17.06.050).

17 Side yard setbacks:

- 18 • 10 feet total; no side less than 5 feet (20 foot total side yard setbacks required by MCMC
19 17.06.050).

20 As to the PAD request to modify minimum lot size, the applicant requests lots ranging in size from
21 4,175 sq. ft. minimum to 9,248 square feet, with an average lot size of 5,209 square feet. Specific
22 lot sizes are identified in the proposed preliminary plat map, Ex. 1(B). MCMC 17.06.040 requires a
23 minimum lot size of 8,400 square feet for the proposal.

24 4. Adequacy of Infrastructure. The proposed preliminary plat/PAD provides for adequate and
25 appropriate infrastructure. City public works and planning staff have reviewed the proposed
26 infrastructure improvements associated with the project and have determined that if recommended
conditions are implemented, the preliminary design of the proposal will meet City standards for
infrastructure. All staff recommended conditions of approval have been adopted by this decision.
Given that the City’s development standards address all pertinent infrastructure needs created by the
proposal and that there is no evidence or reasonable inference that any infrastructure may not be
adequate or appropriate, the staff findings of compliance are sufficient to establish adequate and
appropriate infrastructure, addressed in greater detail below:

A. Drainage. Public works staff have reviewed the preliminary drainage design against the City’s
stormwater standards and found the design to be in compliance. Stormwater from the proposed
development will be collected and conveyed in a closed system of catch basins and pipes into
two underground vaults, which will provide both flow control and water quality treatment. The

1 outfall from the northern vault will be directed to Tract 998 and the southern vault will be
2 connected to the Seattle Hill Road system, which will maintain pre-developed drainage patterns.

3 B. Transportation. Off-site traffic impacts have been addressed through SEPA review. Impact
4 fees have been assessed through SEPA to address proportionate share impacts to traffic
5 facilities in the City as required by City Ordinance No. 2011-735 as well as unincorporated
6 Snohomish County via an interlocal agreement. A traffic study submitted as part of the SEPA
7 review established that the proposal will not violate adopted level of service standards. The
8 developer is required to install improvements along the Seattle Hill Road frontage in accordance
9 with MCMC 16.16.050. However, due to an upcoming planned road widening project by
10 Snohomish County, these improvements will be limited to coordination of drainage facilities, as
11 well as dedication of right-of-way and drainage easements as needed to Snohomish County on
12 the final plat.

13 C. Parking. The proposal provides parking throughout the site in garages, driveways, and on the
14 public road where feasible. Per MCMC Section 17.27.020, Off-street Parking and
15 Requirements, single-family dwellings shall have two spaces per dwelling unit. As proposed,
16 each unit has four off-street parking spaces, two in the garage and two in the driveway.

17 D. Landscaping and Project Design (Chapter 17.34 MCMC). As required by City Code and
18 included as a condition of approval, all proposed landscaping (except on private lots) is required
19 to be submitted to the City's Design Review Board for review and approval for consistency with
20 the Design Standards in MCMC Chapter 17.34 prior to Final Plat Approval.

21 E. Parks and Open Space. Approval of the Preliminary Plat/Planned Area Development will
22 increase the demand upon the City's park and recreation facilities by allowing the construction
23 of a total of 28 single-family residential dwelling units. Therefore, to mitigate the project's
24 impacts on park and recreation facilities, mitigation fees are required for the development of
25 neighborhood parks and community parks. Mitigation fees to offset impacts to parks and
26 recreation facilities are calculated in accordance with Resolution 2013-503.

MCMC 17.22.060 governs the City's open space requirements. For subdivisions, MCMC
17.22.060 only generally requires that the amount of open space must be proportional to the
number of dwelling units. In the absence of precise standards and studies supporting the need
for open space, the general requirements of MCMC 17.22.060 would be legally challenging to
enforce on their own. If a municipality wishes to make a developer set aside land for park
purposes, the municipality has the burden of proof in establishing the need for that park space.
Failure to establish that need can create an unconstitutional taking of property without just
compensation. See *Isla Verde Int'l Holdings v. City of Camas*, 146 Wn.2d 740 (2002). Even
without these constitutional limitations, the open space provided by the applicant exceeds any

1 reasonable interpretation of the proportionality requirements of MCMC 17.22.060. The
2 proposal provides approximately 15,000 square feet of common open space and 88,000 square
3 feet of wetland and/or buffer native growth protection area and tree retention/preservation area.
4 Tract 999 will be a storm drainage and open space area, which will include a play structure,
5 picnic table and benches. All of this open space clearly provides for adequate and appropriate
park and open space and also exceeds applicable permitting standards to constitute a public
benefit under PAD review.

6 F. Fire Services. The City of Mill Creek and Snohomish County Fire District No. 7 have executed
7 an Interlocal Agreement for mitigation of development impacts on fire facilities/services.
8 Mitigation fees are determined by the anticipated impact a development will have on Fire
9 District No. 7 facilities. Based on the provisions of the agreement, the mitigation required is
10 \$365 per equivalent development unit (EDU). Giving credit to one existing single family
dwelling unit, the fire mitigation fees required by the agreement and imposed by the conditions
of approval of this decision total \$9,855.00.

11 G. Schools. The City of Mill Creek and the Everett School District have executed an Interlocal
12 Agreement for mitigation of development impacts on district facilities. Mitigation fees are
13 calculated per the Interlocal Agreement between the City and Everett School District. School
14 impact fees imposed pursuant to the agreement total \$68,013.00 and are imposed as a condition
15 of this decision. The proposal also assures safe walking conditions to and from schools, as all
interior streets have sidewalks and these sidewalks connect to an exterior network of sidewalks
that connect to the one school within walking distance as well as the school bus stop that will
serve the development, located at the intersection of 149th Place SE and 35th Avenue SE.

16 F. Transit. The proposal provides for adequate transit, to the extent that transit improvements can
17 be legally required of the applicant, by connecting sidewalks to the surrounding sidewalk
18 network, which enables safe pedestrian access to any transit stops within pedestrian distance
from the project site.

19 G. Water and sewer. Water and sewer will be provided by the Silver Lake Water and Sewer
20 District, which has issued a certificate of water and sewer availability for the proposal.

21 5. Adverse Impacts. There are no adverse impacts associated with the proposal. The property is
22 fully compatible with adjoining land uses. Property to the north and northwest and east is also
23 zoned LDR and developed with single family homes. Properties to the west and southwest are
24 zoned Neighborhood Business and property to the south is located in unincorporated Snohomish
25 County and is also developed with low density residential development. As demonstrated at p. 5 of
26 the staff report, the reduced lot sizes proposed via the PAD are still larger than the corresponding
average and minimum lot sizes of nearby subdivisions within the LDR zone. Much of the perimeter
of the proposed subdivision will be composed of open space and critical area tracts that will buffer
adjoining uses and City landscaping standards will create additional buffering. As determined in

Preliminary Plat/PAD- 4

1 Finding of Fact No. 4, all demands upon infrastructure will be fully mitigated and stormwater
2 impacts will be fully mitigated through compliance with the City’s stormwater standards. The only
3 critical areas on site are wetlands. Impacts to the wetlands have been fully mitigated through
4 application of the City’s critical area regulations, which have been implemented through preparation
5 of a critical areas study, Ex. (1)(D)(12), and numerous conditions of approval recommended by staff
6 that have been adopted by this decision.

6 **6. Public Benefit and Superior Design.** The requested PAD modifications and proposed PAD
7 design provide for design that is superior to standard subdivision design and also provided for
8 public benefits beyond those required of a standard subdivision for the following reasons:

8 • The proposed reduced lot sizes are comparable to the nearby single-family developments.
9 Smaller lot sizes have been permitted within the City of Mill Creek to encourage the
10 provision of additional common and/or open space. Reduced lot sizes are necessary to meet
11 density targets established in the Comprehensive Plan. (Supports PAD Purposes A, B, F,
12 L¹)

12 • Reduced lot size allows additional open space beyond the required 50-foot wide roadway
13 buffer. Preservation of open space reduces impervious surface. The proposal provides
14 approximately 15,000 square feet of common open space and 88,000 square feet of wetland
15 and/or buffer native growth protection area and tree retention/preservation area. As
16 determined in Finding of Fact No. 4, the open space proposed by the applicant significantly
17 exceeds that which could be required of a standard subdivision. (Supports PAD Purposes
18 B, C, I)

17 • The tree preservation tract (Tract 998, the wetland, NGPA and tree retention tract) in the
18 northeast corner of the site provides nearly 10,000 square feet of protected open space
19 above and beyond the required critical area buffer and beyond what would be required if
20 the plat were not reviewed as a Planned Area Development. Preservation of approximately
21 35-40 significant trees within Tract 998 protects a stand of trees that is an asset to the
22 surrounding community and also retains the natural understory vegetation. (Supports PAD
23 Purposes B, C, E, F, K)

21 • Reduced setbacks allow flexibility in home type and design while maintaining 35% lot
22 coverage. The requested building setback reductions are consistent with the approved
23 setbacks in the adjacent neighborhoods. Reduced setbacks allow integration of new
24 development similar to type and value of surrounding development. (Supports PAD
25 Purposes A, D, F)

25 _____
26 ¹ The “PAD purposes” referenced in Finding of Fact No. 6 are citations to the purposes of the PAD ordinance
enumerated in MCMC 16.12.020, which is quoted in the Conclusions of Law.

- The proposed modifications further the goals and the implementation of the policies of the comprehensive land use plan, including meeting density targets for the land use zone and providing a roadway buffer consistent with the Plan’s Streetscape Element. (Supports PAD Purpose L)

Conclusions of Law

1. Authority. MCMC 14.03.080(A)(2) provides that the examiner shall review and make final decisions on preliminary plat applications.
2. Zoning/Comprehensive Plan Designations. The Comprehensive Plan Designation and Zoning District are both Low Density Residential.
3. Review Criteria. The MCMC does not directly address what criteria must be applied by the hearing examiner for approval of a preliminary plat. However, MCMC 16.16.005 requires preliminary plats to be consistent with state subdivision standards regarding infrastructure improvements. Given that the state standard regarding improvements, specifically RCW 58.17.110, is a mandatory criterion for subdivision review, this decision will focus upon the criteria of MCMC 16.16.005 and RCW 58.17.110 for preliminary plat review. The MCMC also does not identify any review criteria for approval of PADs. However, MCMC 16.12.040 provides that PAD modifications may be approved “in the interest of the expressed purposes above”. The purposes of a PAD are identified in MCMC 16.12.020. Consequently, the PAD review in this decision will focus upon whether requested modifications are in the interest of the purposes listed in MCMC 16.12.020. The plat and PAD applications are also found to be in conformance with the City’s comprehensive plan as required by RCW 36.70A.120 for the reasons identified in the staff report All applicable MCMC criteria will be quoted in italics below and applied through corresponding conclusions of law.

SUBDIVISION CRITERIA

MCMC 16.16.005(A): No plat, binding site plan, short plat, or other development approval shall be granted without, as a condition of approval, making appropriate provisions for public improvements as elsewhere permitted or required by this code or state law.

RCW 58.17.110(2): A proposed subdivision and dedication shall not be approved unless the city, town, or county legislative body makes written findings that: (a) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) the public use and interest will be served by the platting of such subdivision and dedication. ...

1 The proposed subdivision satisfies the state and City criteria quoted above. Appropriate provisions
2 are made for the public health, safety and general welfare and the public use and interest will be
3 served as required by RCW 58.17.110(2) since the subdivision doesn't create any significant adverse
4 impacts as determined in Finding of Fact No. 5, provides for adequate infrastructure as determined in
5 Finding of Fact No. 4 and allows for the reasonable development of the applicant's property. As
determined in Finding of Fact No. 4, the proposal provides for appropriate provision of all of the
specific infrastructure identified in RCW 58.17.110(2).

6 **PAD CRITERIA**

7 **MCMC 16.12.040:** *All zoning and subdivision requirements may be modified in a planned area
8 development in the interest of the expressed purposes above except:*

- 9 *A. Permitted uses;*
- 10 *B. Street setbacks on exterior streets in residential zones;*
- 11 *C. Surveying standards;*
- 12 *D. Engineering design and construction standards of public improvements but not including street
13 right-of-way width; and*
- 14 *E. Roadway buffer/cutting preserves consistent with the streetscape element of the comprehensive
15 plan.*

16 **MCMC 16.12.020:** *The purpose of this chapter includes but is not limited to the following:*

- 17 *A. To allow for creative development equal to or superior to traditional lot-by-lot development.*
- 18 *B. To preserve open space, natural vegetation, watercourses, wetlands, historic buildings and places,
19 and other community values.*
- 20 *C. To provide more efficient street and utility systems and retain existing vegetation by clustering
21 buildings.*
- 22 *D. To provide for a variety of housing types in one development with architectural design
23 compatibility.*
- 24 *E. To provide integrated landscape development.*
- 25 *F. To provide for the integration of new development into the existing community while protecting
26 and preserving the values of the surrounding neighborhood.*
- G. To provide for the site planning and regulation of nonresidential sites not requiring a subdivision
for development.*
- H. To manage stormwater through a land development strategy that emphasizes conservation and
use of on-site natural features integrated with engineered, small-scale hydrologic controls to more
closely mimic predevelopment hydrologic conditions.*
- I. To minimize impervious surfaces and effective impervious surfaces.*
- J. To encourage infiltration as a preferred method of stormwater drainage, when feasible.*
- K. To encourage development of residential environments that are harmonious with on-site and off-
site natural and built environments.*
- L. To further the goals and the implementation of the policies of the comprehensive land use plan.*

Preliminary Plat/PAD- 7

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5. The modifications proposed by the applicant are authorized by the City’s PAD regulations. Specifically, the proposed modifications to applicable LDR minimum lot and setback standards as identified in Finding of Fact No. 3 are in the interest of the PAD purposes expressed in MCMC 16.12.020 for the reasons identified in Finding of Fact No. 6.

DECISION

The proposed preliminary plat and PAD are approved subject to the following conditions:

Preliminary Plat:

- 1. Development shall occur as portrayed on the Preliminary Plat Map, except as may be modified by the Hearing Examiner following the open record hearing, per MCMC Chapter 4.34.
- 2. Minimum lot size and building setbacks on the lots shall be as follows:

Minimum lot size: 4,175 square feet

Front yard setbacks:

- 20 feet for the garage side of the lot and 10 feet on the non-garage side of corner lots.

Rear yard setbacks:

- 10 feet for Lots 1 and 2;
- 15 feet for Lots 3-28

Side yard setbacks:

- Total of 10 feet; no side less than 5 feet.

- 3. All utility, stormwater, drainage, maintenance, and landscaping buffers/easements, together with attendant restrictions and conditions, shall be portrayed on the final plat. Building setback lines shall be shown on the face of the final plat.
- 4. In accordance with MCMC Section 16.04.100, the Preliminary Plat approval shall expire and become void if the final plat is not submitted for approval in accordance with the time frames set forth in RCW 58.17.140.
- 5. The subdivision shall be incorporated into a homeowners association which will be responsible for the maintenance of all privately owned common areas and facilities. Homeowners association documents in accordance with MCMC Section 16.12.100 shall be submitted with the final plat application and recorded at the time of final plat recording.

Preliminary Plat/PAD- 8

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6. The developer may assign its rights and obligations under this development approval upon prior written notice to the City identifying the new entity and evidencing the transfer of obligations to the new entity.

Landscaping:

7. Landscaping plans for Tracts 996, 997, and 999 and the street trees shall be submitted to the Design Review Board for review and approval in accordance with MCMC Chapters 4.18 and 17.34.

8. The developer shall provide a secured landscape performance bond equal to 125 percent of the cost of installation (labor and materials), in accordance with MCMC Section 16.16.040. Said bond shall be posted prior to the issuance of the first building permit.

9. Once the developer has fulfilled the obligations of the landscape performance bond, the applicant shall enter into a two-year maintenance agreement for the approved and installed landscaping in accordance with MCMC Section 16.16.090.

Protection of Critical Areas:

10. A final critical areas report/wetland buffer mitigation plan shall be prepared in compliance with MCMC Chapter 18.06 and submitted to the City prior to approval of the civil engineering plans.

11. The wetlands and buffers shall be contained in separate tracts and shall be designated as Native Growth Protection Areas (NGPAs) on the face of the plat, and shall be recorded on all documents of title for all affected lots or land areas, pursuant to MCMC Section 18.06.830. Tract restrictions shall include:

a. An assurance that native vegetation will be preserved for the purpose of preventing harm to property and the environment, including, but not limited to, controlling surface water runoff and erosion, maintaining slope stability, buffering, and protecting plants, fish, and animal habitat; and

b. The right of the City to enforce the terms of the restrictions.

12. The edge of the wetland buffers shall be clearly staked and flagged. Site clearing shall not commence until the applicant has submitted written notice to the Department of Community and Economic Development that the buffer requirements of MCMC Sections 18.06.810 and 18.06.930 (E) have been met.

Preliminary Plat/PAD- 9

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- 13. Prior to final plat approval, the boundary at the edge of the NGPAs shall be identified with permanent signs or markers every 100 feet to clearly indicate the location of the NGPA buffers, pursuant to MCMC Section 18.06.810.
- 14. The developer shall provide a secured wetland mitigation bond with the City equal to 125 percent of the cost of installation (labor and materials) for implementation of the Final Wetland Buffer Mitigation Plan. Said bond shall be posted prior to issuance of the first building permit.
- 15. A restriction shall be shown on the face of the Final Plat preserving all trees in Tracts 994, 996, and 998 and to the extent feasible in Tracts 997 and 999.
- 16. Pursuant to MCMC Section 15.10.045.A, barrier fencing shall be placed around the drip lines of the trees to be retained (including the wetland buffer) prior to commencing clearing and grading, and be maintained until construction is completed.
- 17. In accordance with MCMC Section 15.10.075.B, where trees designated to be retained are damaged, destroyed or removed during the construction of the proposed improvements, a penalty in the amount of \$1,000 may be assessed for each tree, and each tree shall be replaced at a 3:1 ratio.

Engineering and Site Work:

- 18. Grading, roadway, stormwater, and erosion control plans shall be approved by the City Engineer and Director of Community and Economic Development prior to any clearing or grading work on the site, MCMC Chapter 15.12.
- 19. All public improvement work shall be adequately guaranteed through an agreement and security mechanism acceptable to the City Attorney and City Engineer prior to beginning construction in accordance with MCMC Chapters 16.16 and 16.20.
- 20. The developer shall construct a new public roadway within the development for access to the proposed lots from the existing roadway stub on 149th Place SE. These public improvements shall consist of: (i) Full width of the street and sidewalk cross section with functional elements in accordance with Resolution 2003-338, including vertical concrete curb and gutter, parking on one side only, a five-foot wide concrete sidewalk connecting to the existing on 149th Place SE; and five-foot wide planter strip; (ii) Street lighting through Snohomish County PUD No. 1; (iv) Stormwater and drainage facilities; (v) Street trees and landscaping; (vi) Striping and signage; (vii) Dedication of public right-of-way and drainage easements as needed to the City of Mill Creek and Snohomish County on the Final Plat.

Preliminary Plat/PAD- 10

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21. The developer shall submit engineering design plans and documentation to address all required public and private drainage improvements. The approved stormwater system shall include the following elements and conditions per MCMC Chapter 15.14:

- A. The applicant shall coordinate the design and construction of the stormwater system along Seattle Hill Road with Snohomish County Public Works for their future road improvement project.
- B. Stormwater facilities that meet the requirements of the City of Mill Creek, the February 2005 edition of the Washington State Department of Ecology Stormwater Management Manual for Western Washington, and Appendix 1 of the City's Phase 2 NPDES Permit (dated as effective September 1, 2012).
- C. A final stormwater drainage report signed and stamped by a licensed professional engineer shall be submitted to the City Engineer for review and approval.
- D. The property owners shall be obligated to own, maintain and operate the stormwater system outside the public right-of-way to the satisfaction of the City Engineer.
- E. Provisions shall be included with the Final Plat for maintenance of the stormwater system outside the public right-of-way, including, but not limited to, adequate access to maintenance locations, provisions and easements that allow the City to inspect and maintain the system at its discretion, and adequate provisions to ensure uninterrupted function of the facilities for the proposed development.

22. Dust and erosion shall be controlled by promptly covering exposed stockpiles, watering areas of soil disturbance, using a street sweeper on adjacent roads, and other Best Management Practices as directed by the City Engineer, MCMC Chapter 15.12.

23. All new and existing utilities within the project shall be placed underground in accordance with MCMC Section 17.22.110. The applicant shall be responsible for all costs associated with undergrounding the utilities. Appropriate easements or right-of-way for all utilities shall be provided by the applicant and shown on the face of the Final Plat.

24. The developer shall install a mailbox structure and covered stand for the proposed development in accordance with City standards. The location of the mailboxes shall be approved in writing by both the City and Post Office prior to installation.

SEPA Mitigation:

25. The developer shall pay mitigation to the City of Mill Creek in the amount of \$81,000.00 for impacts to the City roadway system. Payment of traffic mitigation fees to the City of Mill Creek is required prior to approval of the Final Plat.

Preliminary Plat/PAD- 11

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- 26. In accordance with the Reciprocal Impact Mitigation Agreement between the City of Mill Creek and Snohomish County, proof of payment of traffic mitigation fees to Snohomish County totaling \$48,040.78 shall be provided to the City prior to approval of the Final Plat.
- 27. Pursuant to Chapter 17.48 MCMC, the developer shall pay neighborhood park mitigation fees to the City of Mill Creek in the amount of \$77,321.52 prior to approval of the Final Plat.
- 28. Pursuant to Chapter 17.48 MCMC, the developer shall pay community park mitigation fees to the City of Mill Creek in the amount of \$46,944.09 prior to approval of the Final Plat.
- 29. In accordance with the Interlocal Agreement between the City of Mill Creek and Snohomish County Fire District No. 7, the developer shall pay fire mitigation fees to the City of Mill Creek in the amount of \$9,855.00 prior to approval of the Final Plat.
- 30. In accordance with the Interlocal Agreement between the City of Mill Creek and the Everett School District, proof of payment of mitigation fees totaling \$68,013.00 shall be provided to the City prior to issuance of the first building permit.

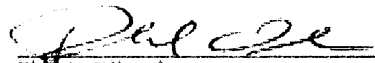
Public Services:

- 31. The developer shall ensure adequate fire flow/hydrants and 4” STORTZ adaptors on all hydrants.
- 32. The developer shall ensure floor plans that allow for secondary egress (windows) from rooms on either the front or rear of the structure.
- 33. The developer shall ensure parking is only allowed on one side of the road and is clearly marked with signage.
- 34. Parking shall be prohibited on the road corners, in the cul-de-sac, and in Tract 995, the 20 foot wide shared driveway tract for Lots 14-18. Curbs shall be clearly marked and “No Parking” signage shall be installed prior to Final Plat approval.
- 35. The following improvements shall be installed for the Silver Lake Water and Sewer District:
 - (i) The developer shall construct a dry 8” diameter sewer extension line with a minimum slope of 1% from the plat sewer line between lots 15 and 16 to the Tri-Way Grange property located to the southwest of the proposed plat;
 - (ii) The developer shall construct sewer mains to connect to the existing sewer line along the eastern side of the property;
 - (iii) The developer shall construct a new water main to connect to the existing water main in Seattle Hill Road;
 - and (iv) The developer shall grant appropriate 15-foot wide water and sewer easements on the face of the Final Plat after confirming the locations with Silver Lake Water and Sewer District.

Preliminary Plat/PAD- 12

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DATED this 2nd day of December, 2015.



Phil A. Olbrechts
City of Mill Creek
Hearing Examiner

Appeal Right and Valuation Notices

MCMC 14.03.030(4) provides that the final decision of the hearing examiner is subject to appeal to the Mill Creek City Council. RMC 14.11.030 requires appeals of the hearing examiner's decision to be filed within fifteen days from the date of the hearing examiner's decision. Appeal requirements are governed by Chapter 14.11 MCMC.

Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation.

Preliminary Plat/PAD- 13

ATTACHMENT 4
PROPOSED FINAL PLAT OF WOODLAND TRAILS
(previously known as Harms Estate)

WOODLAND TRAILS

A PORTION OF GOVERNMENT LOT 4 (THE NW 1/4 OF THE NW 1/4), SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M., CITY OF MILL CREEK, SNOHOMISH COUNTY, WASHINGTON

DEDICATION

KNOW ALL PERSONS THAT WE THE UNDERSIGNED OWNER(S) IN FEE SIMPLE OF THE LAND HEREBY PLATTED, DO HEREBY DECLARE THIS PLAT AND DEDICATE TO THE PUBLIC FOREVER ALL ROADS, WAYS AND EASEMENTS SHOWN HEREON FOR ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF...

FOLLOWING ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOT OR LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR NATURAL COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHTS-OF-WAY, OR TO HAMPER PROPER ROAD DRAINAGE...

TRACTS 999 AND 997 (OPEN SPACE/DRAINAGE), TRACTS 998 AND 994 (NATIVE GROWTH PROTECTION AREA), TRACT 996 (LANDSCAPE BUFFER) AND TRACT 993 (OPEN SPACE) ARE HEREBY GRANTED AND CONVEYED TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES TO THE WOODLAND TRAILS HOMEOWNERS ASSOCIATION (HOA) UPON RECORDING OF THIS PLAT...

OWNERSHIP AND MAINTENANCE OF SAID TRACTS CONSISTENT WITH CITY CODE SHALL BE THE RESPONSIBILITY OF THE HOA UNLESS AND UNTIL TRACT OWNERSHIP BY ALL LOTS WITHIN THIS SUBDIVISION IS AUTHORIZED PURSUANT TO A FINAL PLAT ALTERATION. USE OF SAID TRACTS IS RESTRICTED TO THAT SPECIFIED IN THE APPROVED FINAL PLAT...

THE HOA SHALL REMAIN IN EXISTENCE UNLESS AND UNTIL ALL LOTS WITHIN THIS SUBDIVISION HAVE ASSUMED COMMON OWNERSHIP OF SAID TRACTS. IN THE EVENT THAT THE HOA SHOULD BE DISSOLVED, THEN EACH LOT SHALL HAVE AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN THE TRACTS PREVIOUSLY OWNED BY THE HOA AS WELL AS RESPONSIBILITY FOR MAINTAINING THE TRACTS...

TRACT 995 (ACCESS AND UTILITY) IS HEREBY GRANTED AND CONVEYED TOGETHER WITH ALL MAINTENANCE RESPONSIBILITIES TO THE OWNERS OF LOTS 14, 15, 16, 17 AND 18 WITH AN EQUAL AND UNDIVIDED INTEREST UPON THE RECORDING OF THIS PLAT SUBJECT TO AN EMERGENCY MAINTENANCE EASEMENT GRANTED AND CONVEYED TO THE CITY OF MILL CREEK.

THE DEDICATIONS SET FORTH ABOVE SHALL BE COVENANTS RUNNING WITH THE LAND HEREBY PLATTED AND SHALL BE BINDING ON ALL SUBSEQUENT OWNERS.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS ____ DAY OF _____, 20____.

HARBOUR HOMES, LLC A WASHINGTON LIMITED LIABILITY COMPANY BANNER BANK, A WASHINGTON STATE CHARTERED COMMERCIAL BANK.

BY: GEORGE NEFFNER, IV ITS: SECRETARY/TREASURER BY: BRUCE CAMPBELL ITS: PRESIDENT

OWNER'S CERTIFICATE

I HEREBY CERTIFY THAT THE FINAL PLAT OF WOODLAND TRAILS IS SUBMITTED TO THE CITY OF MILL CREEK WITH MY CONSENT AND THAT I HAVE NO OBJECTIONS THERETO.

GEORGE NEFFNER, IV THE SECRETARY/TREASURER OF HARBOUR HOMES, LLC

ACKNOWLEDGMENTS

STATE OF) COUNTY OF)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT GEORGE NEFFNER, IV IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE SECRETARY/TREASURER OF HARBOUR HOMES LLC, A WASHINGTON LIMITED LIABILITY COMPANY TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED: _____

(SIGNATURE): _____

(PRINT NAME): _____ NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT _____

MY APPOINTMENT EXPIRES _____

STATE OF) COUNTY OF)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT BRUCE CAMPBELL IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE PRESIDENT OF BANNER BANK, A WASHINGTON STATE CHARTERED COMMERCIAL BANK TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED: _____

(SIGNATURE): _____

(PRINT NAME): _____ NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT _____

MY APPOINTMENT EXPIRES _____

LEGAL DESCRIPTION

THE SOUTH HALF OF THE NORTHWEST QUARTER OF GOVERNMENT LOT 4 AND THAT PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF GOVERNMENT LOT 4, LYING NORTH OF THE COUNTY ROAD IN SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M., IN SNOHOMISH COUNTY, WASHINGTON;

EXCEPT THAT PORTION THEREOF CONVEYED TO SCHOOL DISTRICT NO. 28 BY DEED RECORDED FEBRUARY 24, 1928 UNDER RECORDING NO. 421063 AND RECORDED IN VOLUME 240 OF DEEDS AT PAGE 344, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 4; THENCE SOUTH 00'23" EAST, ALONG THE WEST LINE OF SAID SECTION, 1,061.49 FEET TO AN INTERSECTION WITH THE CENTERLINE OF THE COUNTY ROAD AND THE TRUE POINT OF BEGINNING; THENCE NORTH 54'37" EAST, ALONG THE CENTERLINE OF SAID ROAD, 216.85 FEET; THENCE NORTH 00'23" WEST, PARALLEL WITH THE WEST LINE OF SAID SECTION 4, 182.79 FEET; THENCE SOUTH 89'37" WEST, 178.0 FEET TO THE SECTION LINE; THENCE SOUTH 00'23" EAST, ALONG SAID SECTION LINE, 306.85 FEET TO THE TRUE POINT OF BEGINNING;

ALSO EXCEPT SAID COUNTY ROAD;

ALSO EXCEPT THAT PORTION CONVEYED TO THE COUNTY OF SNOHOMISH BY DEED RECORDED UNDER RECORDING NO. 200902200512;

AND EXCEPT THAT PORTION CONVEYED TO THE COUNTY OF SNOHOMISH BY DEED RECORDED UNDER RECORDING NO. 201603280493.

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

OWNER ATTORNEY IN FACT

THE OWNER HEREBY DESIGNATES THE CITY AS ITS ATTORNEY IN FACT FOR THE LIMITED PURPOSE SET FORTH IN MCMC 16.04.085

OWNER'S COVENANT

THE OWNERS AND ALL PERSONS HAVING ANY PRESENT OR SUBSEQUENT OWNERSHIP INTEREST IN THESE LANDS, AND THE SUCCESSORS AND ASSIGNS OF OWNERS OR OTHER PARTIES HAVING ANY SAID INTEREST, HEREBY RELEASE, INDEMNIFY, AND HOLD THE CITY HARMLESS FROM ALL CLAIMS FOR INJURIES, DAMAGES, LIABILITIES, PENALTIES OR INJUNCTIVE RELIEF OF WHATEVER NATURE ARISING FROM (1) THE DESIGN, CONSTRUCTION AND MAINTENANCE OBLIGATIONS AS DESCRIBED IN THE MILL CREEK MUNICIPAL CODE, AND (2) THE DESIGN, CONSTRUCTION, OPERATION AND DOWNSTREAM IMPACTS CAUSED BY OR ATTRIBUTABLE TO THE STORMWATER SYSTEM ON-SITE AND HEREBY WAIVE AND RELEASE THE CITY FROM ANY AND ALL SUCH CLAIMS EXCEPT TO THE EXTENT JUDICIALLY DETERMINED TO RESULT FROM NEGLIGENT ACT OR OMISSION OF THE CITY.

CITY OF MILL CREEK APPROVALS

THE DEDICATIONS AND EASEMENTS MADE HEREON ARE ACCEPTED AND THAT THE

PLAT IS DULY APPROVED THIS ____ DAY OF _____, 2016.

MAYOR, CITY OF MILL CREEK

ATTEST, CITY CLERK

EXAMINED AND APPROVED THIS ____ DAY OF _____, 2016.

CITY ENGINEER

EXAMINED AND APPROVED THIS ____ DAY OF _____, 2016.

DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT

CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THERE ARE NO DELINQUENT SPECIAL ASSESSMENTS AND THAT ALL SPECIAL ASSESSMENTS ON THE PROPERTY HEREIN CONTAINED DEDICATED AS STREETS, ALLEYS OR FOR PUBLIC PURPOSES USE ARE PAID IN FULL THIS ____ DAY OF _____, 2016.

TREASURER, CITY OF MILL CREEK

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL STATE AND COUNTY TAXES HERETOFORE LEVIED AGAINST THE PROPERTY DESCRIBED HEREIN, ACCORDING TO THE BOOKS OF MY OFFICE, HAVE BEEN FULLY PAID AND DISCHARGED, INCLUDING ____ TAXES.

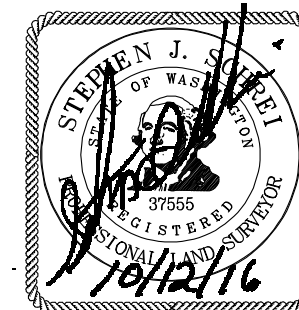
TREASURER, SNOHOMISH COUNTY

SNOHOMISH COUNTY PARCEL NO. 27050400201600 AND 27050400201602

LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE PLAT OF WOODLAND TRAILS IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M. AS REQUIRED BY STATE STATUTES; THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN THEREON CORRECTLY; THAT THE MONUMENTS SHALL BE SET AND LOT AND BLOCK CORNERS SHALL BE STAKED CORRECTLY ON THE GROUND. THAT I FULLY COMPLIED WITH THE PROVISIONS OF THE STATE AND LOCAL STATUTES AND REGULATIONS GOVERNING PLATTING.

STEPHEN J. SCHREI, PROFESSIONAL LAND SURVEYOR. CERTIFICATE NO. 37555 D.R. STRONG CONSULTING ENGINEERS 620 7TH AVENUE KIRKLAND, WASHINGTON 98033 PHONE: (425) 827-3063



D.R. STRONG CONSULTING ENGINEERS ENGINEERS PLANNERS SURVEYORS 620 7TH AVENUE KIRKLAND, WA 98033 O 425.827.3063 F 425.827.2423 www.drstrong.com

SNOHOMISH COUNTY AUDITOR'S FILE NO. _____

PROJECT NO. 14087

WOODLAND TRAILS

A PORTION OF GOVERNMENT LOT 4 (THE NW 1/4 OF THE NW 1/4), SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M., CITY OF MILL CREEK, SNOHOMISH COUNTY, WASHINGTON

DRAINAGE FACILITY MAINTENANCE COVENANT

WE, THE OWNERS AND CONTRACT PURCHASERS OF THE LANDS HEREIN PLATTED (GRANTOR), AGREE THAT THE OBLIGATIONS OF GRANTOR SHALL INURE TO THE BENEFIT OF AND BE BINDING UPON THE HEIRS, SUCCESSORS, AND ASSIGNS.

GRANTOR BY EXECUTION OF THIS COVENANT ACKNOWLEDGES THAT THE BENEFITS OF THIS COVENANT INURE TO GRANTOR, DOWNSTREAM PROPERTY OWNERS, AND THE GENERAL PUBLIC, AND THAT THE CITY OF MILL CREEK (CITY) AS THIRD-PARTY BENEFICIARY OF THIS COVENANT HAS THE RIGHT, BUT NOT THE OBLIGATION, TO ENFORCE THIS COVENANT ON BEHALF OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC.

GRANTOR, IN CONSIDERATION OF THE APPROVAL OF THIS SUBDIVISION, HEREBY COVENANTS TO PERFORM REGULAR MAINTENANCE UPON THE DRAINAGE FACILITIES INSTALLED, OR TO BE INSTALLED, UPON GRANTOR'S PROPERTY. REGULAR MAINTENANCE SHALL INCLUDE, AT A MINIMUM, ANNUAL INSPECTION OF THE STORM WATER DRAINAGE SYSTEM, AS APPLICABLE, THE SYSTEM SHALL INCLUDE THE STORM WATER CONVEYANCE SYSTEM PIPES, DITCHES, SWALES, AND CATCH BASINS;

THE SCOPE OF THIS COVENANT AND RIGHT OF ENTRY SHALL BE ADEQUATE TO PROVIDE FOR THE ACCESS, INSPECTION, AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM, AND SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

- 1. CITY SHALL HAVE THE PERPETUAL RIGHT OF ENTRY ACROSS ADJACENT LANDS OF THE GRANTOR FOR PURPOSES OF INSPECTING, AUDITING, OR CONDUCTING REQUIRED MAINTENANCE OF THE DRAINAGE FACILITY.
2. IF CITY INSPECTION DETERMINES THAT MAINTENANCE IS NOT BEING PERFORMED, CITY SHALL ENDEAVOR TO PROVIDE GRANTOR REASONABLE ADVANCE NOTIFICATION OF THE NEED TO PERFORM THE MAINTENANCE AND A REASONABLE OPPORTUNITY FOR GRANTOR TO PERFORM IT.
3. IF CITY IS REQUIRED TO ACT AS A RESULT OF GRANTOR'S FAILURE TO COMPLY WITH THIS COVENANT, CITY MAY REMOVE ANY OBSTRUCTIONS AND/OR INTERFERENCES THAT IN THE SOLE OPINION OF THE CITY IMPAIR THE OPERATION OF THE DRAINAGE FACILITY OR THE MAINTENANCE THEREOF.

UTILITY EASEMENT PROVISIONS

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE CITY OF MILL CREEK, AND OR THEIR ASSIGNS, PUBLIC UTILITY DISTRICT NO. 1 OF SNOHOMISH COUNTY, SILVER LAKE WATER AND SEWER DISTRICT, ITS HEIRS AND ASSIGNS AND ALL OTHER UTILITIES SERVING, UNDER AND UPON TRACT 995, THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING TRACT 995 OF LOTS 14 THROUGH 19, THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF LOTS 1 THROUGH 9, THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF LOTS 10 THROUGH 12 AND THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF LOTS 19 THROUGH 28, AS SHOWN HEREON IN WHICH TO LAY, INSTALL, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPE, AND WRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC, TELEPHONE, GAS, TELEVISION CABLE AND OTHER UTILITY SERVICES TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS, TRACTS AND COMMON AREAS AT ALL TIMES FOR THE PURPOSES HEREIN STATED.

BUILDING SETBACK NOTE

BUILDING SETBACKS ARE AS FOLLOWS:
FRONT YARD SETBACKS:
20 FEET FOR THE GARAGE SIDE OF THE LOT
10 FEET ON THE NON-GARAGE SIDE OF CORNER LOTS.
REAR YARD SETBACKS:
10 FEET FOR LOTS 1 AND 2;
15 FEET FOR LOTS 3-28
SIDE YARD SETBACKS:
TOTAL OF 10 FEET;
NO SIDE LESS THAN 5 FEET.

PRIVATE EASEMENT PROVISIONS

THE OWNER(S) OF THE LAND HEREBY SUBDIVIDED DO HEREBY GRANT AND CONVEY TO THE OWNER(S) OF THE LOTS BENEFITED AND/OR ANY OTHER PRIVATE ENTITY AS STATED IN THE EASEMENT NOTES HEREIN AND THEIR SUCCESSORS AND ASSIGNS A PERPETUAL EASEMENT FOR THE STATED UTILITIES AND/OR USE SHOWN. THESE EASEMENTS AND CONDITIONS SHALL BE A COVENANT RUNNING WITH THE LAND AND SHALL BE BINDING ON THE SUCCESSORS, HEIRS, AND ASSIGNS OF THE OWNER(S) OF THE LAND HEREBY BURDENED.

EASEMENT NOTES

- 1. THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT SHOWN ON LOTS 2 THROUGH 6 IS FOR THE BENEFIT OF LOTS 1 THROUGH 5 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF SAID LOTS 1 THROUGH 6 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.
2. THE 10 FOOT PRIVATE STORM DRAINAGE EASEMENT SHOWN ON LOTS 8 AND 9 IS FOR THE BENEFIT OF LOTS 7 AND 8 FOR PRIVATE STORM DRAINAGE FACILITIES. THE OWNERS OF SAID LOTS 7, 8 AND 9 ARE HEREBY RESPONSIBLE FOR THE MAINTENANCE OF THEIR RESPECTIVE PRIVATE DRAINAGE FACILITIES AND SHALL SHARE EQUALLY IN THE MAINTENANCE RESPONSIBILITIES OF THE PRIVATE DRAINAGE FACILITIES USED IN COMMON WITHIN SAID EASEMENT.

NATIVE GROWTH PROTECTION EASEMENT

IN CONSIDERATION OF SNOHOMISH COUNTY CODE REQUIREMENTS, A NON EXCLUSIVE NATIVE GROWTH PROTECTION AREA/EASEMENT (NGPA/E) IS HEREBY GRANTED TO THE CITY OF MILL CREEK, ITS SUCCESSORS OR ASSIGNS. SAID EASEMENT SAID EASEMENT AREA IS DEPICTED ON THE SUBDIVISION. THE NATIVE GROWTH PROTECTION AREA/EASEMENT SHALL BE LEFT PERMANENTLY UNDISTURBED IN A SUBSTANTIALLY NATURAL STATE. NO CLEARING, GRADING, FILLING, BUILDING CONSTRUCTION, OR PLACEMENT, OR ROAD CONSTRUCTION OF ANY KIND SHALL OCCUR WITHIN SAID EASEMENT AREA, EXCEPT THE ACTIVITIES SET FORTH IN THE CITY OF MILL CREEK CODE ARE ALLOWED, WHEN APPROVED BY THE CITY.

THE CITY, ITS SUCCESSORS AND ASSIGNS SHALL HAVE THE RIGHT OF INGRESS AND EGRESS TO AND FROM THIS EASEMENT AND ACROSS ADJACENT PROPERTY IN THIS SUBDIVISION FOR THE PURPOSES OF MONITORING AND ENFORCING PROPER OPERATION AND MAINTENANCE OF THE NATIVE GROWTH PROTECTION AREA.

THE WOODLAND TRAILS HOMEOWNERS ASSOCIATION, IN THE EVENT OF ITS FAILURE, THE LOT OWNER(S) SHALL BE RESPONSIBLE FOR OPERATING, MAINTAINING, REPAIRING AND RESTORING THE CONDITION OF THE NGPA/E IF ANY UNAUTHORIZED DISTURBANCE OCCURS.

BY ACCEPTANCE OF THE EASEMENT FOR THE PURPOSES DESCRIBED, THE CITY OF MILL CREEK DOES NOT ACCEPT OR ASSUME ANY LIABILITY FOR ACTS OF OMISSION OF THE LOT OWNERS, HIS OR HERS INVITEES, LICENSEES OR OTHER THIRD PARTIES WITHIN THE EASEMENT AREA. THE LOT OWNER HOLDS THE CITY OF MILL CREEK HARMLESS FOR ANY CLAIM OF DAMAGE OR INJURY TO ANY PROPERTY OR PERSONS BY ANY PERSON ENTERING THE EASEMENT AREA NOT EXPRESSLY AUTHORIZED TO DO SO BY THE CITY OF MILL CREEK.

NOTES AND RESTRICTIONS

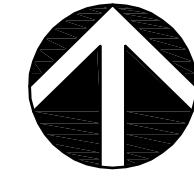
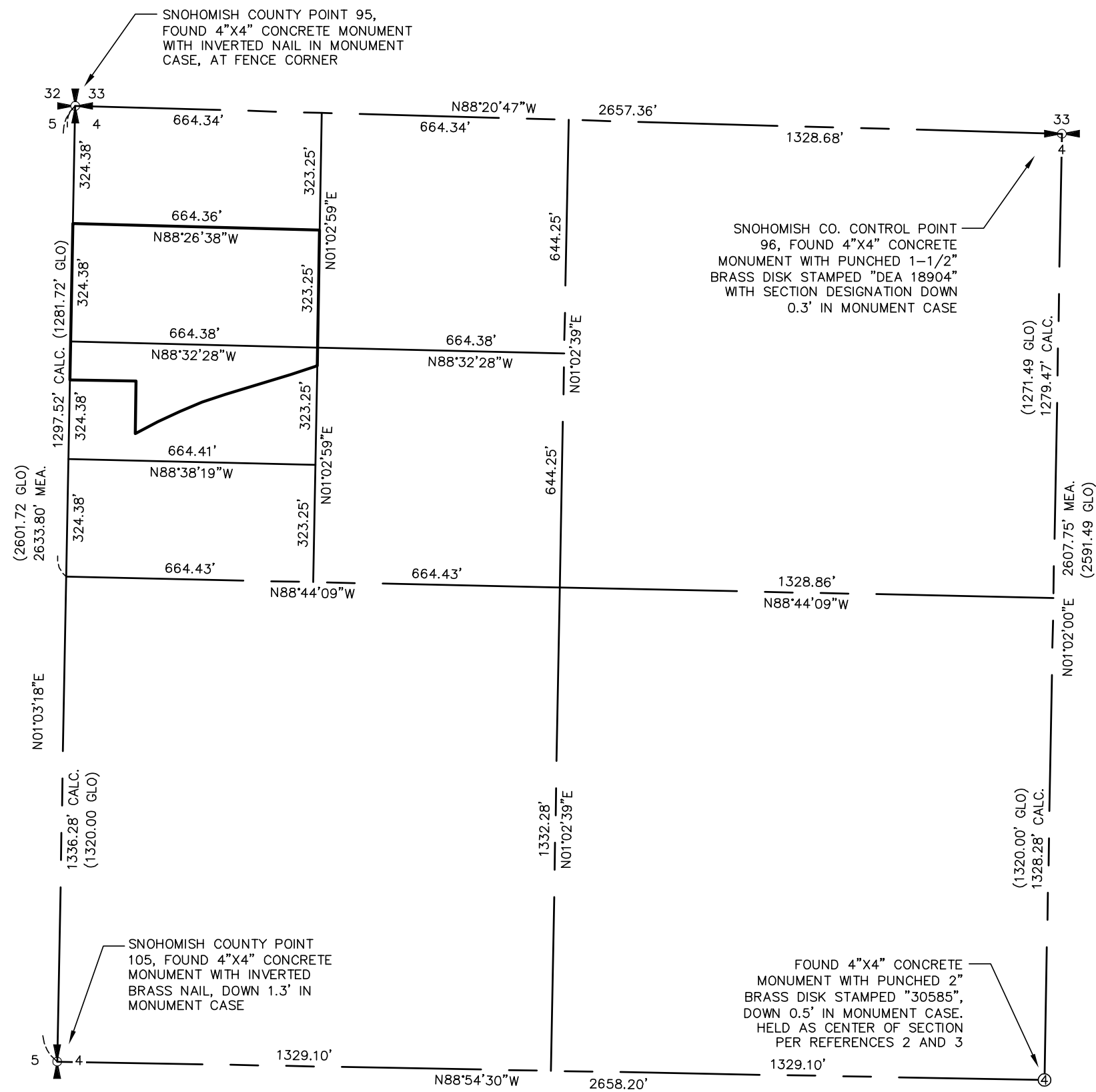
- 1. NO FURTHER DIVISION OF ANY LOT IS ALLOWED WITHOUT SUBMITTING FOR A NEW SUBDIVISION OR SHORT SUBDIVISION.
2. NO LOT OR PORTION OF A LOT IN THIS PLAT SHALL BE DIVIDED OR SOLD OR RESOLD OR OWNERSHIP CHANGED OR TRANSFERRED WHEREBY THE OWNERSHIP OF ANY PORTION OF THIS PLAT SHALL CONTAINED LESS THAN THE AREA REQUIRED FOR THE DISTRICT IN WHICH IT LOCATED.
3. NO FENCE OR OBSTRUCTION SHALL BE CONSTRUCTED BETWEEN THE EDGE OF THE RIGHT OF WAY AND THE WATER METER WHICH RESTRICTS ACCESS TO THE WATER METER BY SILVER LAKE WATER AND SEWER DISTRICT.



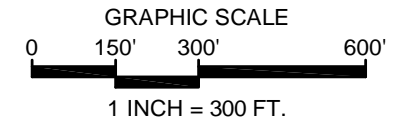
D.R. STRONG CONSULTING ENGINEERS
ENGINEERS PLANNERS SURVEYORS
620 7TH AVENUE KIRKLAND, WA 98033
O 425.827.3063 F 425.827.2423
www.drstrong.com

WOODLAND TRAILS

A PORTION OF GOVERNMENT LOT 4 (THE NW 1/4 OF THE NW 1/4),
SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M.,
CITY OF MILL CREEK, SNOHOMISH COUNTY, WASHINGTON



NORTH



BASIS OF BEARINGS

N88°20'47\"/>

REFERENCES

1. PLAT OF BURLEY'S GARDEN TRACTS, RECORDED IN VOLUME 1928 OF OFFICIAL RECORDS, PAGE 435, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
2. PLAT OF REMLINGER PARK, RECORDED UNDER AUDITOR'S FILE NO. 200206265002, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
3. PLAT OF SHAUNESSY PHASE 1, RECORDED UNDER RECORDING NO. 200312105001, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
4. PLAT OF PARKWOOD MEADOWS, RECORDED UNDER RECORDING NO. 200412225131, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
5. WARRANTY DEED RECORDED UNDER RECORDING NO. 201603280493.
6. RIGHT OF WAY PLAN FOR SEATTLE HILL RD. 35TH AVE. SE. TO 132ND ST. SE. SURVEY NO. RC1635 APPROVED 6/12/13.

CITY OF MILL CREEK STREET ADDRESS

LOT NO.	HOUSE NUMBER	STREET NAME	LOT NO.	HOUSE NUMBER	STREET NAME
1	3509	149TH PLACE SE	15	3520	150TH STREET SE
2	3511	149TH PLACE SE	16	3519	150TH STREET SE
3	3513	149TH PLACE SE	17	3525	150TH STREET SE
4	3517	149TH PLACE SE	18	3531	150TH STREET SE
5	3523	149TH PLACE SE	19	3603	150TH STREET SE
6	3527	149TH PLACE SE	20	3607	150TH STREET SE
7	3531	149TH PLACE SE	21	3613	150TH STREET SE
8	3603	149TH PLACE SE	22	3614	149TH PLACE SE
9	3607	149TH PLACE SE	23	3610	149TH PLACE SE
10	14915	36TH DRIVE SE	24	3604	149TH PLACE SE
11	14919	36TH DRIVE SE	25	3532	149TH PLACE SE
12	14925	36TH DRIVE SE	26	3528	149TH PLACE SE
13	3602	150TH STREET SE	27	3524	149TH PLACE SE
14	3526	150TH STREET SE	28	3518	149TH PLACE SE

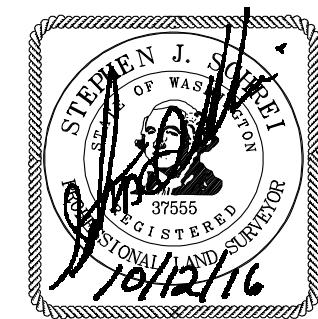
MILL CREEK, WA. 98012

SURVEYOR'S NOTES

1. ALL TITLE INFORMATION SHOWN ON THIS MAP HAS BEEN EXTRACTED FROM FIDELITY NATIONAL TITLE COMPANY OF WASHINGTON ALTA LOAN POLICY OF TITLE INSURANCE POLICY NUMBER 611131320 DATED AUGUST 3, 2016 AND DATEDOWN ENDORSEMENT THERETO DATED AUGUST 23, 2016. IN PREPARING THIS MAP, D.R. STRONG CONSULTING ENGINEERS INC. HAS CONDUCTED NO INDEPENDENT TITLE SEARCH NOR IS D.R. STRONG CONSULTING ENGINEERS INC. AWARE OF ANY TITLE ISSUES AFFECTING THE SURVEYED PROPERTY OTHER THAN THOSE SHOWN ON THE MAP AND DISCLOSED BY REFERENCED FIDELITY NATIONAL TITLE COMPANY OF WASHINGTON POLICY. D.R. STRONG CONSULTING ENGINEERS INC. HAS RELIED WHOLLY ON FIDELITY NATIONAL TITLE COMPANY OF WASHINGTON REPRESENTATIONS OF THE TITLE'S CONDITION TO PREPARE THIS SURVEY AND THEREFORE D.R. STRONG CONSULTING ENGINEERS INC. QUALIFIES THE MAP'S ACCURACY AND COMPLETENESS TO THAT EXTENT.
2. ALL SURVEY CONTROL INDICATED AS "FOUND" WAS RECOVERED FOR THIS PROJECT IN DECEMBER, 2014.
3. ALL DISTANCES ARE IN FEET.
4. THIS IS A COMBINED FIELD TRAVERSE AND GLOBAL POSITIONING SYSTEM SURVEY. A LEICA FIVE SECOND COMBINED ELECTRONIC TOTAL STATION AND A LEICA SERIES 1200 GLOBAL POSITIONING SYSTEM WERE USED TO MEASURE THE ANGULAR AND DISTANCE RELATIONSHIPS BETWEEN THE CONTROLLING MONUMENTATION AS SHOWN. CLOSURE RATIOS OF THE TRAVERSE MET OR EXCEEDED THOSE SPECIFIED IN WAC 332-130-090. ALL MEASURING INSTRUMENTS AND EQUIPMENT ARE MAINTAINED IN ADJUSTMENT ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
5. THE GEOMETRY OF THE RIGHT OF WAY ACQUISITION DESCRIBED IN THAT DEED RECORDED UNDER RECORDING NUMBER 201603280493 IS PARALLEL WITH AND 40 FEET OFFSET FROM A CONSTRUCTION CENTERLINE AS SHOWN ON THE SNOHOMISH COUNTY SEATTLE HILL RD. 35TH AVE. SE. TO 132ND STREET SE. "SURVEY CONTROL AND ALIGNMENT PLAN".

TITLE RESTRICTIONS

1. THIS SITE IS SUBJECT TO MATTERS DISCLOSED BY THE RECORD OF SURVEY RECORDED UNDER RECORDING NUMBER 9112305011.
2. THIS SITE IS SUBJECT TO THE TERMS AND CONDITIONS OF A CRITICAL AREA SITE PLAN AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NUMBER 9811200245.
3. THIS SITE IS SUBJECT TO AN EASEMENT AND THE RIGHTS INCIDENTAL THERETO FOR ELECTRIC DISTRIBUTION LINE FACILITIES IN FAVOR OF PUBLIC UTILITY DISTRICT NO. 1 OF SNOHOMISH COUNTY AND VERIZON NORTHWEST, INC. AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NUMBER 200905270704.
4. THIS SITE IS SUBJECT TO A TEMPORARY EASEMENT AND THE RIGHTS INCIDENTAL THERETO FOR CONSTRUCTION OF ROAD IN FAVOR OF SNOHOMISH COUNTY AS DISCLOSED BY INSTRUMENT RECORDED UNDER RECORDING NUMBER 201603280494.
5. THIS SITE IS SUBJECT TO ANY RIGHTS, INTERESTS OR CLAIMS WHICH MAY EXIST OR ARISE BY REASON OF THE FACTS SHOWN ON THE BOUNDARY AND TOPOGRAPHIC SURVEY PROJECT NO. 14087 PREPARED BY DOUGLAS J. COOMBS, PLS 35974, D.R. STRONG CONSULTING ENGINEERS FOR HARBOUR HOMES, LLC.
6. THIS SITE IS SUBJECT TO ANY ADVERSE CLAIM BASED UPON THE ASSERTION THAT:
 - (A). SAID LAND OR ANY PART THEREOF IS NOW OR AT ANY TIME HAS BEEN BELOW THE HIGHEST OF THE HIGH WATERMARKS OF WETLANDS IN THE EVENT OF THE BOUNDARY OF SAID WETLANDS HAS BEEN ARTIFICIALLY RAISED OR IS NOW OR AT ANY TIME HAS BEEN BELOW THE HIGH WATERMARK, IF SAID WETLANDS IS IN ITS NATURAL STATE.
 - (B). SOME PORTION OF SAID LAND HAS BEEN CREATED BY ARTIFICIAL MEANS OR HAS ACCRETED TO SUCH PORTION SO CREATED.
 - (C). SOME PORTION OF SAID LAND HAS BEEN BROUGHT WITHIN THE BOUNDARIES THEREOF BY AN AVULSIVE MOVEMENT OF WETLANDS, OR HAS BEEN FORMED BY ACCRETION TO ANY SUCH PORTION.



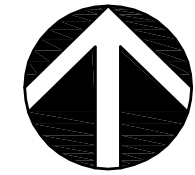
D.R. STRONG
CONSULTING ENGINEERS
ENGINEERS PLANNERS SURVEYORS
620 7TH AVENUE KIRKLAND, WA 98033
O 425.827.3063 F 425.827.2423
www.drstrong.com

SNOHOMISH COUNTY AUDITOR'S FILE NO. _____

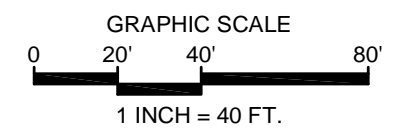
PROJECT NO. 14087

WOODLAND TRAILS

A PORTION OF GOVERNMENT LOT 4 (THE NW 1/4 OF THE NW 1/4),
SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M.,
CITY OF MILL CREEK, SNOHOMISH COUNTY, WASHINGTON



NORTH

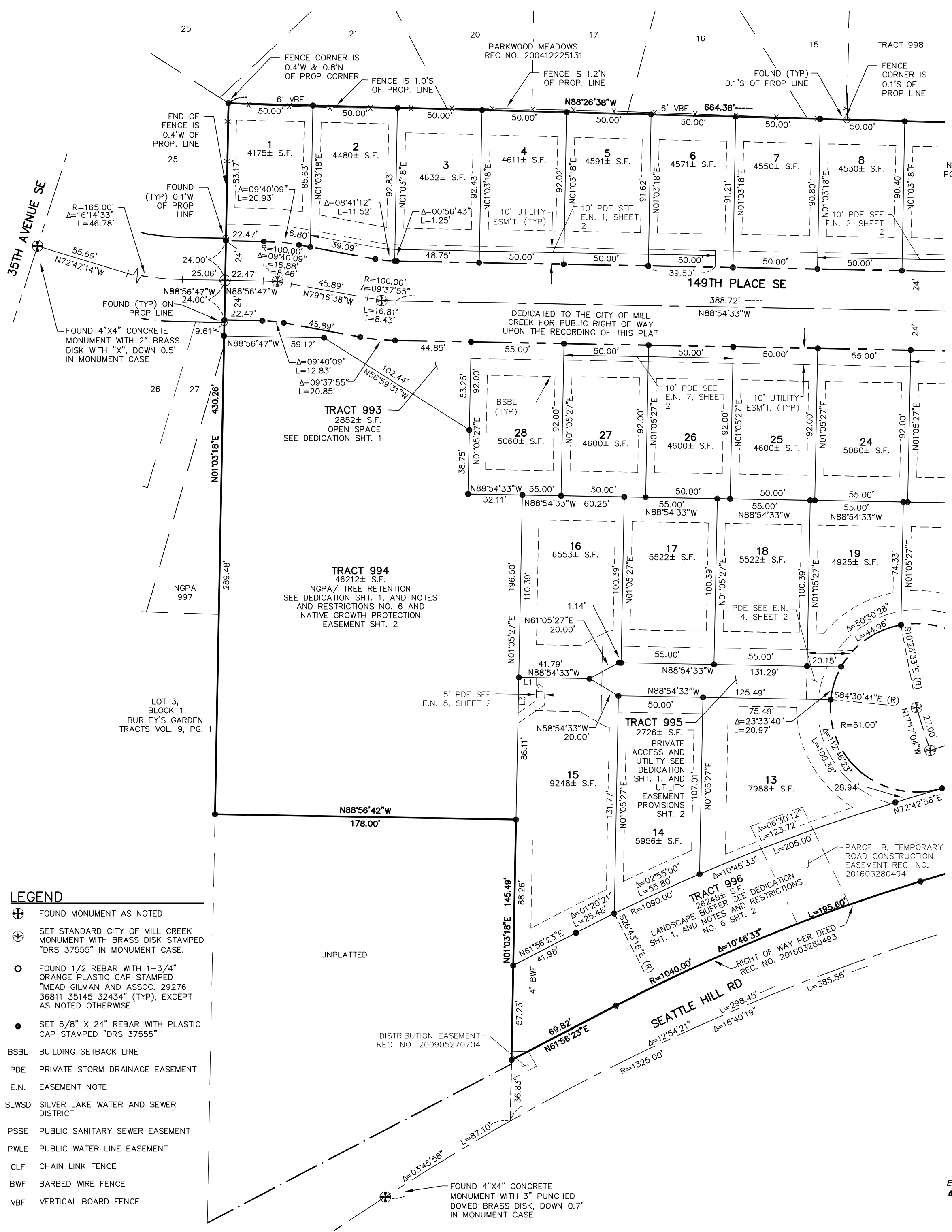


BASIS OF BEARINGS
N88°20'47"W BETWEEN SNOHOMISH COUNTY
POINTS 95 AND 96 FOUND IN PLACE ALONG
THE NORTH LINE OF NW 1/4 4-27-5

SEE SHEET 5 FOR CONTINUATION

SEE SHEET 5 FOR CONTINUATION

LINE	BEARING	DISTANCE
L1	N88°54'33"W	10.51'
L2	N01°05'27"E	13.88'
L3	N01°05'27"E	21.68'



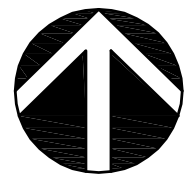
- LEGEND**
- ⊕ FOUND MONUMENT AS NOTED
 - ⊕ SET STANDARD CITY OF MILL CREEK MONUMENT WITH BRASS DISK STAMPED "DRS 37555" IN MONUMENT CASE.
 - FOUND 1/2 REBAR WITH 1-3/4" ORANGE PLASTIC CAP STAMPED "MEAD GILMAN AND ASSOC. 29276 36811 35145 32434" (TYP), EXCEPT AS NOTED OTHERWISE
 - SET 5/8" X 24" REBAR WITH PLASTIC CAP STAMPED "DRS 37555"
 - BSBL BUILDING SETBACK LINE
 - PDE PRIVATE STORM DRAINAGE EASEMENT
 - E.N. EASEMENT NOTE
 - SLWSD SILVER LAKE WATER AND SEWER DISTRICT
 - PSSE PUBLIC SANITARY SEWER EASEMENT
 - PWLE PUBLIC WATER LINE EASEMENT
 - CLF CHAIN LINK FENCE
 - BWF BARBED WIRE FENCE
 - VBF VERTICAL BOARD FENCE



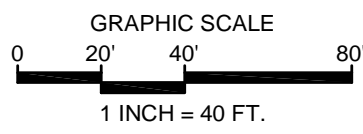
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PROJECT NO. 14087



NORTH



BASIS OF BEARINGS

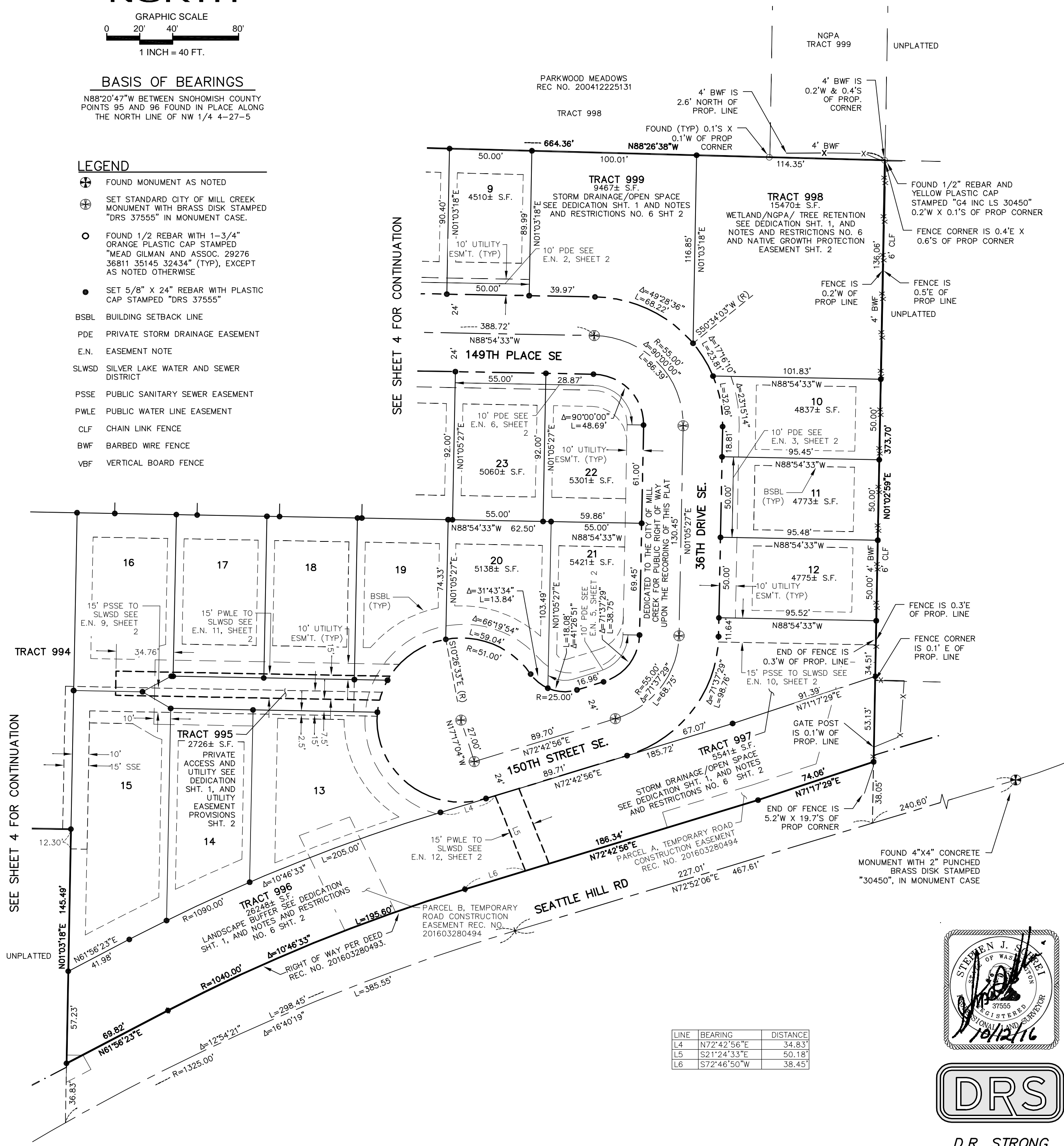
N88°20'47"W BETWEEN SNOHOMISH COUNTY POINTS 95 AND 96 FOUND IN PLACE ALONG THE NORTH LINE OF NW 1/4 4-27-5

LEGEND

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WOODLAND TRAILS

A PORTION OF GOVERNMENT LOT 4 (THE NW 1/4 OF THE NW 1/4), SECTION 4, TOWNSHIP 27 NORTH, RANGE 5 EAST, W.M., CITY OF MILL CREEK, SNOHOMISH COUNTY, WASHINGTON



LINE	BEARING	DISTANCE
L4	N72°42'56"E	34.83'
L5	S21°24'33"E	50.18'
L6	S72°46'50"W	38.45'



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SNOHOMISH COUNTY AUDITOR'S FILE NO. _____

PROJECT NO. 14087



Agenda Item # E
Meeting Date: **December 6, 2016**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: 2017-2018 BIENNIAL BUDGET ADOPTION

ACTION REQUESTED: MOTION TO APPROVE ORDINANCES ADOPTING THE 2017-2018 BIENNIAL BUDGET AND CAPITAL IMPROVEMENT PLAN.

KEY FACTS AND INFORMATION SUMMARY:

The budget is an economic plan that focuses the City's financial and human resources on the accomplishment of specific goals and objectives established by the policy makers.

During Part I of the 2017-2018 Biennial Budget Presentation, the City Manager reviewed with the City Council the goals established by the Council during their annual retreat this year and discussed how those goals facilitate budget planning. The City Manager also presented for discussion with the City Council, proposed financial policies that serve as the framework for revenue and expenditure forecasting.

In Part II of the 2017-2018 Biennial Budget Presentation, the City Manager reviewed the proposed Pay & Classification Plan for the upcoming biennium and discussed how that Pay & Classification Plan, combined with the proposed allocation of personnel, provides the framework for achievement of the Council's goals and departmental strategic objectives.

In Part III of the 2017-2018 Biennial Budget Presentation, the City Manager reviewed the proposed Capital Improvement Plan with the City Council. To create a sustainable capital plan, the City must consider all capital needs as a whole, assess fiscal capacity, and understand the impact on reserves and operating budgets.

At the November 22 Council meeting, the proposed 2017-2018 budget was presented in its entirety (revenue projections, operating costs and capital costs).

A public hearing on the proposed 2017-2018 Biennium Budget is scheduled for December 6, 2016.

CITY MANAGER RECOMMENDATION: The City Manager recommends adoption of the proposed 2017-2018 Operating Budget and Capital Improvement Plan.

City Council Agenda Summary
Page 2

ATTACHMENTS:

- Ordinance adopting the City of Mill Creek 2017-2018 Operating Budget
- Ordinance adopting the City of Mill Creek Capital Improvement Plan

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

ORDINANCE NO. 2016-_____

**AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON,
ADOPTING BUDGETED REVENUES AND EXPENDITURES FOR THE
FISCAL BIENNIUM COMMENCING JANUARY 1, 2017.**

WHEREAS, the City of Mill Creek, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of the City for the fiscal biennium commencing January 1, 2017; and

WHEREAS, a notice was published that the City Council would meet on December 6, 2016 at 6:00 p.m., in the Council Chambers of City Hall for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of the proposed budget for the fiscal biennium commencing January 1, 2017; and

WHEREAS, the proposed budget does not exceed the limit of taxation allowed by law to be levied on the property within the City for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of the City for the fiscal biennium commencing January 1, 2017 and being sufficient to meet the various needs of the City during that period.

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

Section 1. In accordance with the provisions of RCW 35A.33.075 the appropriations budget of the City of Mill Creek for the years 2017-2018 in the aggregate amount of \$38,417,558 is hereby adopted.

Section 2. The totals of the budgeted revenues and appropriations for each separate fund are set forth in summary form in Exhibit A, and the aggregate totals for all such funds combined, for the 2017-2018 biennium.

Passed in open meeting this ____ day of _____ 2016, by a vote of _____ for, _____ against, and _____ abstaining.

APPROVED:

MAYOR PAM PRUITT

ATTEST/AUTHENTICATED:

ACTING CITY CLERK PEGGY LAUERMAN

APPROVED AS TO FORM:

CITY ATTORNEY SCOTT MISSALL

FILED WITH THE CITY CLERK: _____

PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

ORDINANCE NO.: _____

EXHIBIT A
City of Mill Creek 2017 - 2018 Biennial Budget Summary

FUND NAME	Projected Balance 01/01/2017	2017-2018 Budgeted Revenues	2017-2018 Budgeted Expenditures	Projected Balance 12/31/2018
General Fund				
Legislative			110,897	
Executive			1,412,915	
Finance			1,349,405	
Information Technology			834,375	
Police			9,440,226	
Fire Service			7,543,500	
Non-Departmental			834,580	
Community Development/Building			1,253,586	
Public Works			1,842,846	
Total General Fund	6,359,039	24,622,330	24,622,330	6,359,039
Special Revenue Funds				
City Streets	72,166	1,016,446	1,016,000	72,612
Paths & Trails	10,157	4,000	-	14,157
Local Revitalization Fund	35,022	66,000	-	101,022
Annex Building	520,976	359,482	861,243	19,215
Total Special Revenue Funds	638,321	1,445,928	1,877,243	207,006
Debt Service Funds				
Debt Service Fund	13,987	66,218	66,218	13,987
Total Debt Service Funds	13,987	66,218	66,218	13,987
Capital Improvement Funds				
General Fund - Capital Improvement	2,034,000	185,000	1,061,000	1,158,000
Real Estate Excise Tax	2,656,000	1,520,000	3,046,032	1,129,968
Capital Improvement	-	4,526,000	4,526,000	-
Park Improvement	2,969,000	194,000	545,000	2,618,000
Road Improvement	1,102,000	317,000	200,000	1,219,000
Total Capital Improvement Funds	8,761,000	6,742,000	9,378,032	6,124,968
Enterprise & Internal Service Funds				
Surface Water	632,036	1,426,000	1,248,735	809,301
Recreation Enterprise	147	1,225,000	1,225,000	147
Total Enterprise & Internal Service Funds	632,183	2,651,000	2,473,735	809,448
Total All Funds	16,404,530	35,527,476	38,417,558	13,514,448
Funds to Consolidate with General Fund				
Council Contingency	64,735	-	-	64,735
Municipal Arts	33,535	-	-	33,535
Drug Buy Fund	57,000	-	-	57,000
Beautification Fund	7,820	-	-	7,820
35th Avenue Reserve	-	-	-	-
Total Consolidated Funds	163,090	-	-	163,090
Total with consolidated funds	16,567,620	35,527,476	38,417,558	13,677,538

ORDINANCE NO. 2016 - _____

**AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON,
ADOPTING A REVISED AND UPDATED 6-YEAR CAPITAL
IMPROVEMENT PLAN FOR YEARS 2017 – 2026 IN ACCORDANCE
WITH THE CITY'S BIENNIAL BUDGET PROCESS, COMPREHENSIVE
PLAN, AND GROWTH MANAGEMENT ACT.**

WHEREAS, the City of Mill Creek utilizes a biennial budget system and will be adopting such budget with accompanying appropriations in 2016 for years 2017 – 2018; and

WHEREAS, in conjunction therewith the City routinely updates, revises, and adopts its 6-year capital improvement plan as required by the Growth Management Act and the City's Comprehensive Plan; and

WHEREAS, the City routinely adopts a capital improvement plan with a 6-year or longer planning horizon; and

WHEREAS, the City has been substantially revising its operational systems, including revenue, accounting, planning and other procedures and programs to bring better government, fiscal accountability, and more efficient management to the City, which process is ongoing and not yet complete in all respects; and

WHEREAS, the City has updated and revised its annual 6-year capital improvement plan, attached hereto as **Exhibit A** (2017-2026 CIP), which includes specifically achievable and realistic capital projects with identified funding levels and sources consistent with revenue forecasts and anticipated budget appropriations; and

WHEREAS, the City plans to revise the 2017-2026 CIP in 2017 to reflect changes in existing capital improvement programs and projects, and to add new programs and projects, all to be consistent with then-current funding levels, revenue forecasts and budget appropriations; and

WHEREAS, the City plans to concurrently amend the capital facilities and transportation elements of its Comprehensive Plan in 2017 to complete the process of fully coordinating and integrating the capital improvement plan and the capital facilities and transportation elements; and

WHEREAS, the City Council finds that the 2017-2026 CIP meets the intent of the Growth Management Act;

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

Section 1. The City Council adopts the foregoing recitals as findings in support of the 2017-2026 Capital Improvement Plan.

Section 2. The 2017-2026 Capital Improvement Plan for the City of Mill Creek, attached hereto as **Exhibit A**, is adopted to take effect on January 1, 2017.

Section 3. The 2017-2026 Capital Improvement Plan is further adopted as the financing plan for the City's capital facility and transportation elements of the Mill Creek Comprehensive Plan.

Section 4. 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.

Passed in open meeting this _____ day of December, 2016 by a vote of ____ for, ____ against, and ____ abstaining.

APPROVED:

PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

ACTING CITY CLERK

APPROVED AS TO FORM:

SCOTT M. MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: _____

PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

ORDINANCE NO. _____

APPENDIX A

City of Mill Creek, Washington
Capital Improvement Plan
 2017 thru 2026

FUNDING SOURCE SUMMARY

Source	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Annex Fund 145	125,000	425,000									550,000
General Fund	1,046,000	15,000	50,000			37,500	37,500				1,186,000
Grant - Federal			720,000								720,000
Grant - State	250,000	4,276,000									4,526,000
Park Mitigation	545,000										545,000
REET	339,018	2,707,018	1,088,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	4,540,180
Traffic Mitigation	100,000	100,000									200,000
GRAND TOTAL	2,405,018	7,523,018	1,858,018	58,018	58,018	95,518	95,518	58,018	58,018	58,018	12,287,180

City of Mill Creek, Washington
Capital Improvement Plan
 2017 thru 2021

PROJECTS BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Community and Economic Dev								
Gateway and SR 527 Median Landscaping	18-ROAD-13	3		15,000	100,000			115,000
Community and Economic Dev Total				15,000	100,000			115,000
Information Technology								
Citywide Computer Workstation Replacement	17-IT-01	3	105,000		50,000			155,000
Data Backup System Replacement	17-IT-02	3	35,000					35,000
Mobile Device Management and Encryption	17-IT-03	4	10,000					10,000
Server Room Update/Remodel	17-IT-05	3	10,000					10,000
Security Information & Event Management Tool	17-IT-08	2	18,000					18,000
City Hall Campus Wireless Access	18-IT-04	3		15,000				15,000
Information Technology Total			178,000	15,000	50,000			243,000
Infrastructure								
Bridge Load Rating	17-BRDG-01	2	20,000					20,000
Seattle Hill Road Widening w/SnoCo	17-ROAD-01	2	100,000	100,000				200,000
35th Avenue SE Reconstruction	17-ROAD-02	3	100,000	5,900,000				6,000,000
Citywide Traffic Signal Upgrades	17-ROAD-03	3	75,000					75,000
Seattle Hill Road Preservation	18-PAVE-03	3		250,000	1,650,000			1,900,000
164th Street Corridor Adaptive Signal System	18-ROAD-04	4		50,000				50,000
Infrastructure Total			295,000	6,300,000	1,650,000			8,245,000
Parks								
North Pointe Park Design & Construction Documents	17-PARK-03	4	530,000					530,000
Cougar Park, Phase 2	17-PARK-04	4	15,000					15,000
Mill Creek Sports Park - Turf & Light Replacement	18-PARK-02	3	65,000	710,000				775,000
Parks Total			610,000	710,000				1,320,000
Public Safety								
Mill Creek Fire Station	17-BLDG-05	3	58,018	58,018	58,018	58,018	58,018	290,090
Police/Engineering Total Station	17-EQUIP-03	4	42,000					42,000
Armory Parts Washer	17-EQUIP-11	4	17,000					17,000
Public Safety Total			117,018	58,018	58,018	58,018	58,018	349,090
Public Works								
Public Works Shop	17-BLDG-02	4	900,000					900,000
City Hall - North Roof and Seismic Retrofit	17-BLDG-03	3		425,000				425,000
City Hall - North HVAC Control System	17-BLDG-04	3	125,000					125,000
Chipper	17-EQUIP-04	1	25,000					25,000
Dump Trailer	17-EQUIP-05	4	10,000					10,000
ROW Inspector Vehicle	17-VEH-09	3	25,000					25,000
Maintenance Crew Vehicle	17-VEH-10	3	35,000					35,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Flatbed Truck	17-VEH-12	3	85,000					85,000
Public Works Total			1,205,000	425,000				1,630,000
GRAND TOTAL			2,405,018	7,523,018	1,858,018	58,018	58,018	11,902,090

CITY OF MILL CREEK



2017-2018 BIENNIAL BUDGET

CAPITAL IMPROVEMENT PLAN

FUND NAME	Projected Fund Balance 1/1/2017	Projected Revenues	Proposed CIP	Projected Fund Balance 12/31/2018
General Fund (Equip Repl.)	\$ 2,034,000	\$ 185,000	\$ 1,061,000	\$ 1,158,000
Special Revenue Funds				
Annex Building	\$ 521,000	\$ 359,000	\$ 550,000	\$ 330,000 **
Capital Improvement Funds				
REET	\$ 2,656,000	\$ 1,520,000	\$ 3,046,032	\$ 1,129,968
CIP (Grants)	\$ -	\$ 4,526,000	\$ 4,526,000	\$ -
Park Improvement	\$ 2,969,000	\$ 194,000	\$ 545,000	\$ 2,618,000
Road Improvement	\$ 1,102,000	\$ 317,000	\$ 200,000	\$ 1,219,000
	<u>\$ 9,282,000</u>	<u>\$ 7,101,000</u>	<u>\$ 9,928,032</u>	<u>\$ 6,454,968</u>

**before operating expenses

Project #	18-ROAD-13		
Project Name	Gateway and SR 527 Median Landscaping		
Type	Maintenance/Repair	Department	Community and Economic Dev
Useful Life	20 years	Contact	Director Community Dev
Category	Roadway	Priority	3 Maintain Current Service Lev
Total Project Cost		\$115,000	



Description

Design a new landscaping plan for the gateway entry points into the City, specifically 164th Street SE, 132nd Street SE at 10th Street SE, Dumas Road at Park Road, 132nd Street SE at SR 527, 132nd Street SE at 35th Avenue SE, 132nd Street SE at Seattle Hill Road, 35th Avenue SE at Seattle Hill Road, and SR 527 at 175th Street, as well as the SR 527 medians. Construction cost is estimated only and based on past Seattle Hill Road median landscaping (\$75k) and wayfinding signage (\$25k) projects. Once the project scope, construction and maintenance costs are defined, a detailed proposal will be brought to City Council for approval.

Justification

The landscaping at gateway entry points into the City is either non-existent, dated and/or overgrown. In accordance with the new Communication Plan, this would be an opportunity to update and unify the City brand while providing vibrant, visually appealing gateway entry features for the City. The existing landscaping in the SR 527 medians was installed during the highway widening project in 2003. The medians require relatively high maintenance efforts due to traffic control requirements, which must be contracted out at a high cost. The medians are also overgrown and obstruct visibility, and plantings have been damaged by accidents over the years but not replaced. A new landscaping plan will reduce maintenance costs, as well as improve visibility and safety.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction			100,000								100,000
Professional Services		15,000									15,000
Total		15,000	100,000								115,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
REET		15,000	100,000								115,000
Total		15,000	100,000								115,000

Budget Impact/Other

Project # 17-IT-01

Project Name Citywide Computer Workstation Replacement

Type Replacement Vehicles/Equip	Department Information Technology
Useful Life 3-5 Years	Contact IT Director
Category IT Hardware Software	Priority 3 Maintain Current Service Lev

Total Project Cost \$230,000

Description

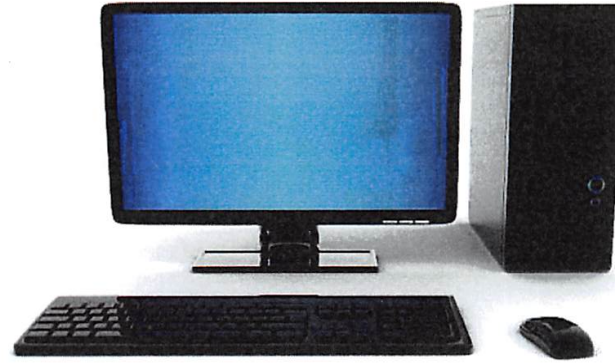
This project is to replace 60 computer workstations and associated monitors in 2017. In 2013 the City spent approximately \$13,000 to upgrade the current computer workstations to extend their life as much as possible. This has allowed the City to utilize the computers for nearly 9 years, well beyond the typical lifespan of 3-5 years. Several other IT projects depend on bringing the computer workstations up-to-date, such as upgrading to the latest version of Office and migrating to a cloud-based email server, so this project is a top priority. Increasingly, end users have multiple programs open at once and are multi-tasking while they work. Therefore, this proposal includes dual monitors as the standard configuration.

This project is also to replace 9 police vehicle ruggedized laptops and docking stations in 2019. The current police vehicle laptops were purchased in January of 2014 with a 5 year warranty and will reach the end of their useful life in early 2019. Due to the critical functions the police laptops serve (dispatching, officer to officer communications, case report writing, license plate lookup, driver's license lookup, ticket writing and call look-up) it is not recommended to extend the life of these laptops beyond their 5 year warranty period as an out-of-warranty failure will result in a vehicle being taken out of service for an extended period of time.

By 2022 the City's deployment of approximately 60 computer workstations will be 5 years old and need to be replaced again. However, the monitors purchased in 2017 should still be usable for several more years so the cost will not be as high as in 2017. Funds have been allocated to replace 30 computers in 2022 and 30 computers in 2023.

Justification

The 60 computer workstations needing replacement in 2017 were purchased in 2008-2009 and will be 8-9 years old in a few months. The typical life of a computer workstation is 3-5 years. To be efficient a user needs to have a computer that can run at an adequate speed and be able to stay up-to-date with software versions. Dual monitors are recommended as the standard configuration because multiple job tasks such as plan review, records processing, permit processing, case writing and agenda prep benefit from dual monitors through increased productivity.



The 9 police vehicle ruggedized laptops are utilized 24 hours a day and often in severe conditions. By early 2019 they will no longer be under warranty and will require replacement due to the critical functions they serve.

By 2022 the City's deployment of 60 computers will be 5 years old and should be replaced again as the standard refresh cycle is 3-5 years. To adequately run the latest versions of programs such as Microsoft Windows and Microsoft Office, the computer workstations need to be kept reasonably up-to-date. Additionally, older equipment is more expensive to own as its maintenance costs rise and replacement parts are more difficult to purchase.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	105,000		50,000			37,500	37,500				230,000
Total	105,000		50,000			37,500	37,500				230,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	105,000		50,000			37,500	37,500				230,000
Total	105,000		50,000			37,500	37,500				230,000

Budget Impact/Other

Project #	17-IT-02		
Project Name	Data Backup System Replacement		
Type	Replacement Vehicles/Equip	Department	Information Technology
Useful Life	5 Years	Contact	IT Director
Category	IT Hardware Software	Priority	3 Maintain Current Service Lev
Total Project Cost		\$35,000	



Description

The City's current computer data backup system is tape-based and over 5 years old. This project is to replace the existing system with a current generation solution that is vastly more automated and provides additional functionality to better protect the City's data in the event of hardware failure or catastrophic event. The City has several types of important data stored on local servers that need to be backed up including email, police digital audio & photo evidence, permit data, plat maps, GIS maps, aerial imaging, council audio recordings, council agendas, council resolutions, City photos, City contracts, capital planning database, budget documents, HR files, scanned documents, general city documents and server operating system images. Part of the project will be to implement an automated offsite backup component to protect the City's data in the event of a catastrophic event such as a fire or earthquake. The National Institute of Standards and Technology recommend that offsite backups be maintained in a separate location so that the probability of a single event destroying both the operational data files and offsite location is small. As part of the new solution, public and private cloud-based options will be evaluated.

Justification

The current tape-based system has reached capacity and can no longer perform a full backup of the City's critical data every night. A replacement must be put in place to ensure the protection of the City's electronic data from accidental deletion of data as well as from catastrophic events.

Additionally, the current system requires the IT Director to swap the tape every day. If he is on vacation or otherwise offsite he must coordinate with someone else to swap the tape. On holidays, the backup does not run at all. A fully automated system will free up staff time to be used for higher level and more important tasks.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	35,000										35,000
Total	35,000										35,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	35,000										35,000
Total	35,000										35,000

Budget Impact/Other

This includes the ongoing support/maintenance and licensing costs after the initial purchase of the equipment. Most vendors provide significant discounts for purchasing several years of support/maintenance/licensing.

Budget Items	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Operating Supplies		8,000	8,000	8,000	8,000	8,000					40,000
Total		8,000	8,000	8,000	8,000	8,000					40,000

Project # 17-IT-03
Project Name Mobile Device Management and Encryption

Type New Vehicles/Equipment **Department** Information Technology
Useful Life 3-4 Years **Contact** IT Director
Category IT Hardware Software **Priority** 4 Expand Service Levels

Total Project Cost \$10,000

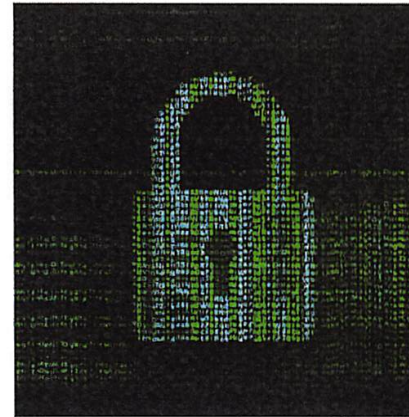
Description

A Mobile Device Management (MDM) and Encryption solution will allow the City to document, enforce and manage encryption on the City’s various mobile devices (laptops, tablets and phones). The Federal General Accountability Office and Office of Management and Budget defines personally identifiable information (PII) as any information about an individual that can be used to distinguish or trace an individual’s identity, such as name, social security number, date and place of birth, mother’s maiden name or biometric records; and any other information that is linked or linkable to an individual, such as medical, educational, financial and employment information. This type of information is commonly stored in documents and emails saved on City mobile devices.

In the National Institute of Standards and Technology’s Guide to Protecting the Confidentiality of Personally Identifiable Information (PII) they recommend encrypting the data stored on mobile devices to prevent unauthorized access. Lack of encryption on mobile devices was an area of concern in the Washington State Auditor's Office IT Security Audit Report performed last year. Additionally, they rated this as a "High" risk.

Justification

Mobile devices (cellular phones, tablets and laptops) are at a higher risk of being lost or stolen and therefore should be encrypted to prevent the release of sensitive information. Enabling encryption scrambles the data so if the device is lost or stolen, the thief will be unable to read the information stored on the device. This reduces the risk of the City's sensitive data being compromised.



Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	10,000										10,000
Total	10,000										10,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	10,000										10,000
Total	10,000										10,000

Budget Impact/Other

Annual software license renewal costs, which are typically 20-30% of the initial cost.

Budget Items	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Operating Supplies		3,000	3,000	3,000	3,000	3,000					15,000
Total		3,000	3,000	3,000	3,000	3,000					15,000

Project # 17-IT-05
Project Name Server Room Update/Remodel

Type Construction **Department** Information Technology
Useful Life 10-20 Years **Contact** IT Director
Category IT Hardware Software **Priority** 3 Maintain Current Service Lev

Total Project Cost \$10,000

Description

The City Hall server/networking main distribution frame (MDF) room is in need of upgrades and retrofitting to reduce the risk of damage to the servers and network infrastructure IT equipment. Currently there is a water-based fire suppression sprinkler above the server and networking racks. Additionally, the flooring is carpet which can generate static and damage computer equipment. This project would cap off the wet sprinkler and replace it with a computer-friendly fire suppression system as well as remove the carpeting and replace it with computer-friendly flooring. The IT Security Audit performed by the State Auditor's Office identified the wet sprinkler as a risk to the City's IT Security and gave it a risk rating of "High".

Justification

The current server / networking main distribution frame room is a repurposed storage closet with only minor changes made to accommodate servers and networking equipment. Several items were discovered during the IT security audit as needing correction (e.g. wet sprinkler, no grounding of equipment racks). While many services have already been moved to the cloud and more will be in the future, there will always be a need for some amount of IT equipment to be located in the City Hall Building. Examples of these include the keycard entry system, workstation networking equipment, telephone system and the firewall. These upgrades are necessary to protect the City's substantial investment in IT equipment.



Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	10,000										10,000
Total	10,000										10,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	10,000										10,000
Total	10,000										10,000

Budget Impact/Other

Normal building maintenance.

Project # 17-IT-08
Project Name Security Information & Event Management Tool

Type New Vehicles/Equipment **Department** Information Technology
Useful Life 3-4 Years **Contact** IT Director
Category IT Hardware Software **Priority** 2 Legal Obligation

Total Project Cost \$18,000

Description

Security Information & Event Management (SIEM) software is used to collect security and event logs from various IT devices to provide for required auditing, alerting and reporting. The FBI Criminal Justice Information Systems (CJIS) Policy requires that information systems generate audit records for various events, such as: successful/unsuccessful log-on attempts, changes to account passwords, changes to files, delete permissions, change permissions, etc. Additionally, these audit records must be retained for at least 1 year. The IT Security Audit performed by the State Auditor's Office also recommended the implementation of a Security Information and Event Management Tool citywide and rated it at a "High" risk.

Justification

Logging of audit records is a requirement of the FBI CJIS policy and the City is not currently able to meet that requirement and will have a finding in our current audit by the Washington State Patrol. If we do not implement a solution they may restrict our access to the State criminal justice databases. Additionally, this is the recommendation from the IT Security Audit and IT Security Best Practices.



Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	16,000										16,000
Professional Services	2,000										2,000
Total	18,000										18,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	18,000										18,000
Total	18,000										18,000

Budget Impact/Other

Annual software license renewal costs, which are typically 20-30% of the initial cost.

Budget Items	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Operating Supplies		2,000	2,000	2,000	2,000	2,000					10,000
Total		2,000	2,000	2,000	2,000	2,000					10,000

Project # 18-IT-04
Project Name City Hall Campus Wireless Access

Type New Vehicles/Equipment **Department** Information Technology
Useful Life 4-5 Years **Contact** IT Director
Category IT Hardware Software **Priority** 3 Maintain Current Service Lev

Total Project Cost \$15,000



Description

The City's current wireless network is an add-on to the City's firewall that was done to quickly add wireless coverage to the Council Chambers and lobby for public internet. For proper wireless coverage a building site survey should be conducted and a dedicated wireless solution be deployed that is not integrated with the City's firewall. Completing this project would provide proper wireless coverage of both City Hall Campus buildings for City staff devices, Council use during meetings, police vehicle laptops and public use in the lobby.

Justification

The current wireless access points were installed as a quick-fix solution to provide wireless capabilities for the public and the staff to use. The current system does not cover all necessary areas of the buildings. Wireless needs have increased over the years and a more robust solution is necessary to fully cover both buildings and be able to provide the speeds necessary to support growth.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings		15,000									15,000
Total		15,000									15,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund		15,000									15,000
Total		15,000									15,000

Budget Impact/Other

Annual renewal fees for maintenance/support/licensing.

Budget Items	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Operating Supplies			4,000	4,000	4,000	4,000					16,000
Total			4,000	4,000	4,000	4,000					16,000

Project # 17-BRDG-01
Project Name Bridge Load Rating

Type Maintenance/Repair **Department** Infrastructure
Useful Life 20 years **Contact** Public Works Director
Category Bridge **Priority** 2 Legal Obligation

Total Project Cost \$20,000



Description

Consultant analysis is needed to evaluate the load carrying capacity of the four City-owned bridges over 20 feet long. Bridge locations are on 164th Street SE over North Creek, 153rd Street SE over North Creek, 144th Street SE over Penny Creek and Mill Creek Road over Penny Creek. Bridges were originally load-rated for legal design loads at the time of construction.

Justification

In 2013, the Federal Highway Administration issued a requirement to analyze bridges over 20 feet long for a new design standard for specialized haul vehicles, which has to be completed by end of 2017. The analysis work is beyond in-house staff capabilities and will require a specialized structural engineering consultant. In addition, the four bridges should be re-rated for legal design loads to evaluate future life span.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Professional Services	20,000										20,000
Total	20,000										20,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
REET	20,000										20,000
Total	20,000										20,000

Budget Impact/Other

None

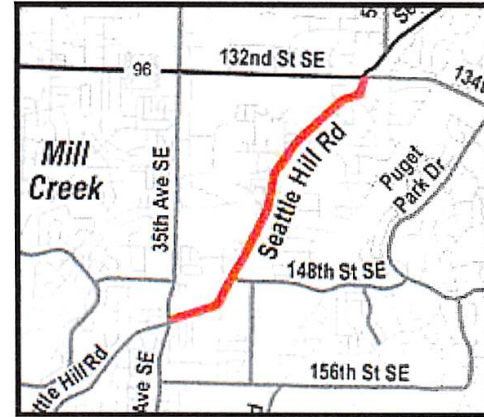
Project #	17-ROAD-01
Project Name	Seattle Hill Road Widening w/SnoCo

Type	Construction	Department	Infrastructure
Useful Life	20 years	Contact	Public Works Director
Category	Roadway	Priority	2 Legal Obligation

Total Project Cost \$200,000

Description

The City is required to participate financially per the approved Interlocal Agreement for Snohomish County's project to widen Seattle Hill Road (SHR) between 35th Avenue SE and 132nd Street SE. The County is widening SHR to a consistent three lanes with bike lanes, curb and sidewalk, street lights and drainage facilities for the entire length. The roadway will also be realigned both horizontally and vertically in several spots to meet current design standards. The project is fully funded for construction, which will start in early 2017 and last approximately one year.



Justification

Part of the County project is within the current city limits and the City would therefore be responsible for a proportional share of the costs. City and County staff negotiated a payment option for \$200,000 to be paid over two years. (See Interlocal Agreement approved by the City Council in August 2014, City Contract No. 2014-1118.)

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	100,000	100,000									200,000
Total	100,000	100,000									200,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Traffic Mitigation	100,000	100,000									200,000
Total	100,000	100,000									200,000

Budget Impact/Other

No future maintenance or operating costs for Mill Creek. The city limit line will be adjusted to fit new County ROW boundaries per the ILA.

Project #	17-ROAD-02
Project Name	35th Avenue SE Reconstruction
Type	Construction
Useful Life	30 years
Category	Roadway
Department	Infrastructure
Contact	Public Works Director
Priority	3 Maintain Current Service Lev

Total Project Cost \$6,000,000

Description

The project consists of reconstructing 35th Avenue SE between 144th Street SE and 141st Street SE. The new roadway will be above projected high water levels on top of a pin-pile supported reinforced concrete slab. The current consultant will need to finalize design and permitting work for bid documents in 2017 for construction in 2018, and the City will also need specialized consultant inspection services for this large scale project.



At the end of 2016, approximately \$425,000 will have been spent on project design work. It should be noted that the estimated construction cost is based on a design that has not been approved or permitted by the Army Corps of Engineers (ACE). The ACE may impose new project requirements, such as removing the existing Penny Creek culverts, that would result in additional design and construction costs.

Justification

35th Avenue SE was built on a peat deposit and has been sinking since the road was widened by Snohomish County in 2003. Some sections have sunk by over two feet and continue to settle at the rate of approximately 1/2" per year. The roadway can be closed by flooding during high water events caused by winter storms or beaver activity, which will continue to get worse as the roadway sinks. Design and permitting are nearly complete, and \$4.0 million in funding was awarded for construction as part of the State Transportation Package.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction		5,500,000									5,500,000
Professional Services	100,000	400,000									500,000
Total	100,000	5,900,000									6,000,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Grant - State		4,000,000									4,000,000
REET	100,000	1,900,000									2,000,000
Total	100,000	5,900,000									6,000,000

Budget Impact/Other

No new operational expenses will result from this project.

Project # 17-ROAD-03
Project Name Citywide Traffic Signal Upgrades

Type Maintenance/Repair **Department** Infrastructure
Useful Life 10 years **Contact** Public Works Director
Category Roadway **Priority** 3 Maintain Current Service Lev

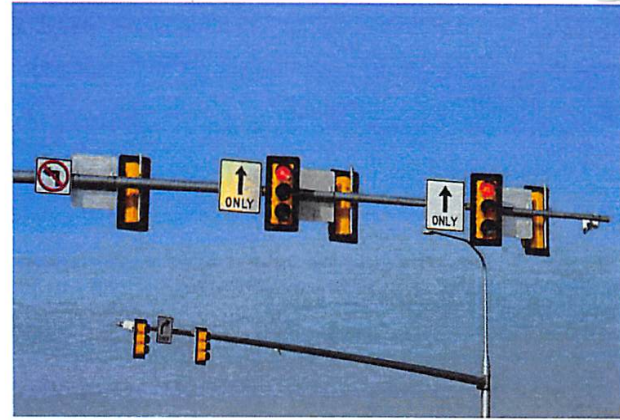
Total Project Cost \$75,000

Description

On all seven City-owned traffic signals, new pedestrian pushbutton systems and conflict monitors will be installed and existing Type 170 controllers will be replaced with new Model 2070E controllers. At the three oldest City signals, specifically 164th Street at Mill Creek Boulevard, Dumas Road at Park Road and Mill Creek Road at Village Green Drive, a new side-mounted battery backup system will be installed. All work would be done by Snohomish County signal maintenance crews.

Justification

The City owns seven traffic signals that are operated and maintained by Snohomish County, and all are interconnected to the County's master traffic control center. The existing controllers and conflict monitors use outdated technology and need to be replaced in order for signals to work with the County's integrated system. Installing battery backups will ensure signal operation during a power outage. Installing new pedestrian pushbuttons will help meet current ADA standards.



Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	75,000										75,000
Total	75,000										75,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
REET	75,000										75,000
Total	75,000										75,000

Budget Impact/Other

No additional or new future ongoing costs other than existing signal maintenance work by the County.

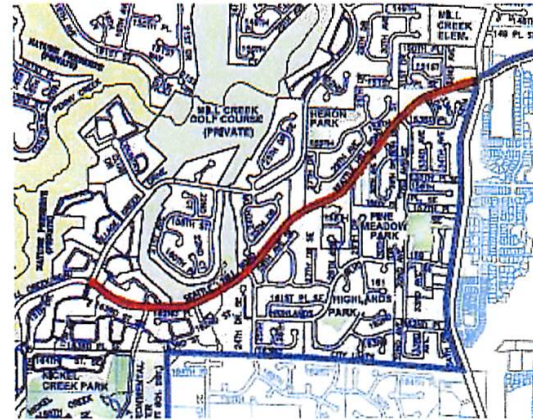
Project #	18-PAVE-03
Project Name	Seattle Hill Road Preservation

Type	Construction	Department	Infrastructure
Useful Life	20 years	Contact	Public Works Director
Category	Pavement	Priority	3 Maintain Current Service Lev

Total Project Cost \$1,900,000

Description

Repave Mill Creek Road and Seattle Hill Road between Village Green Drive and 35th Avenue SE. The scope of work includes a full width 2" grind and overlay, replacement of landscaped median curbs and ADA upgrades at all curb ramps and two traffic signals. The City will need consultant design work to produce bid documents for a Federal aid project.



A PSRC/Federal STP grant was obtained for construction in 2019 in the amount of \$720,000.

Justification

The pavement condition has deteriorated to a rating of 59 out of 100 and is a good candidate for structural resurfacing. The existing curb ramps and traffic signals do not meet current ADA standards. The curbs on all landscape medians have been damaged beyond repair over the years by vehicle collisions.

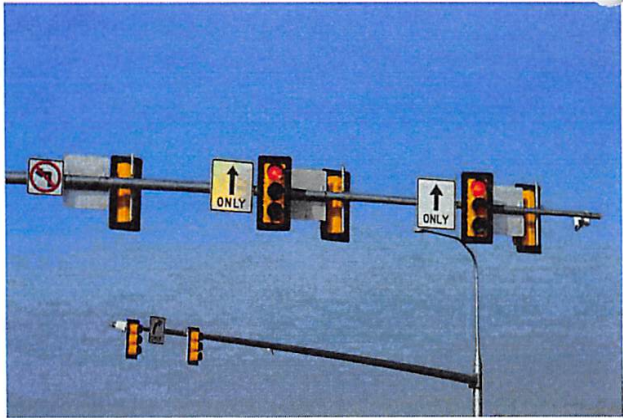
Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction			1,500,000								1,500,000
Professional Services		250,000	150,000								400,000
Total		250,000	1,650,000								1,900,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Grant - Federal			720,000								720,000
REET		250,000	930,000								1,180,000
Total		250,000	1,650,000								1,900,000

Budget Impact/Other

No new operational expenses will result from this project.

Project #	18-ROAD-04
Project Name	164th Street Corridor Adaptive Signal System
Type	Construction
Useful Life	10 years
Category	Roadway
Department	Infrastructure
Contact	Public Works Director
Priority	4 Expand Service Levels
Total Project Cost \$50,000	



Description

Snohomish County successfully submitted a PSRC regional project application for the second phase of a new adaptive signal control system. The first phase of the system is funded and will be along the new Community Transit Swift 2 route on SR 96 and SR 527. This second phase covers a large portion of south Snohomish County, including the 164th Street corridor, and is an interagency effort including Lynnwood, Bothell and Mountlake Terrace. Mill Creek will have two traffic signals on the system, 164th Street at Mill Creek Boulevard and Main Street at Mill Creek Boulevard.

Justification

164th Street is the busiest east/west corridor in the area and carries nearly 40,000 vehicles per day. Congestion is extremely bad during the peak commute hours and operates at a level of service of F. Adaptive signal controls utilize new technology for detecting and immediately adjusting to traffic flow instead of operating on a timed program. While not a full solution, the adaptive signals will help ease future congestion by being more responsive to changes in traffic flow.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction		50,000									50,000
Total		50,000									50,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
REET		50,000									50,000
Total		50,000									50,000

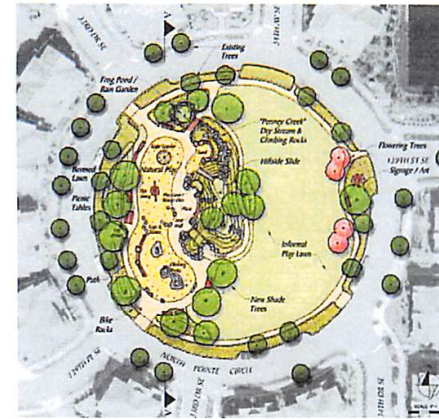
Budget Impact/Other

No additional or new future operational costs other than existing signal maintenance work by the County.

Project # 17-PARK-03
Project Name North Pointe Park Design & Construction Documents

Type Construction **Department** Parks
Useful Life 20 years **Contact** Public Works Director
Category Parks **Priority** 4 Expand Service Levels

Total Project Cost \$530,000



Description

In 2006, in conjunction with the development of the North Pointe plat, the developer dedicated a one acre parcel for neighborhood park land in lieu of park mitigation fees. The City chose to defer development of this park until the neighborhood was built out so the future residents would have an opportunity to participate in the park planning. In the meantime, the developer installed lawn and temporary irrigation. Construction cost is estimated only and based on Vineyards Park, which was a similar size. Once the design is completed and construction costs are defined, a revised action plan will be brought to the City Council for approval.

Justification

The North Pointe subdivision is now built out and in early 2016, the City’s Parks and Recreation Board worked with staff and several members of the Design Review Board to develop design concepts that were reviewed by the public at the Mill Creek Festival and two public meetings held in the park. The Natural Play Park option was the overwhelming preference of the public. Therefore, the Parks and Recreation Board recommended the Natural Play Park design concept to Council at their regular meeting on September 27, 2016. The purpose of this CIP project is to design improvements and prepare construction drawings for North Pointe Park per the Council approved Master Plan. The Natural Play Park concept includes the major components of the traditional park concept, such as a playground area with play equipment and surrounding benches and small picnic tables, but the playground and play equipment element take a different approach with a focus on naturally occurring objects, shapes and topography. This design brings attention to the natural features of the Penny Creek drainage basin in which the park is located. The proposed park improvements will be funded from dedicated neighborhood park mitigation fees.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	500,000										500,000
Professional Services	30,000										30,000
Total	530,000										530,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Park Mitigation	530,000										530,000
Total	530,000										530,000

Budget Impact/Other

There are no operating costs associated with the design and preparation of the construction plans for the park improvements.

Project # 17-PARK-04
Project Name Cougar Park, Phase 2

Type Construction **Department** Parks
Useful Life 20 years **Contact** Public Works Director
Category Parks **Priority** 4 Expand Service Levels

Total Project Cost \$15,000



Description

Cougar Park improvements were proposed in two phases. Phase I included the play equipment and the restroom/shelter building, as well as an open lawn play area. Phase 2 included the cable ride and a trail through the eastern portion of the park property to 35th Avenue. Subsequently, it was decided to move the cable ride from the wooded area to a more visible location to address safety concerns and the cable ride was installed in 2012. At that time it was decided to forego the proposed trails through to 35th Avenue.

Justification

Residents have recently expressed concerns regarding vandalism in the wooded area. As a result, the Parks and Recreation Board discussed revisiting the idea of constructing the trail and cleaning up some of the undergrowth to improve visibility and safety on the north side of the heavily wooded area in the hope that it would discourage vandalism. The trail would also create direct access to the park from 35th Avenue. The trail would need to be hard surfaced to meet ADA requirements. Design work will be done in-house.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	15,000										15,000
Total	15,000										15,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Park Mitigation	15,000										15,000
Total	15,000										15,000

Budget Impact/Other

The City has existing maintenance and operational costs for this developed park. The addition of a trail will not increase those costs.

Project # 18-PARK-02
Project Name Mill Creek Sports Park - Turf & Light Replacement

Type Maintenance/Repair **Department** Parks
Useful Life 10 years **Contact** Public Works Director
Category Parks **Priority** 3 Maintain Current Service Lev

Total Project Cost \$775,000



Description

Replace artificial turf at Mill Creek Sports Park and replace existing field lights with new LED fixtures. The turf replacement portion of the project is approximately \$400,000 and the new LED lights total approximately \$310,000.

Justification

Artificial turf has a useful life span of approximately 8 years. The turf at the Sports Park was installed in 2003 and is 13 years old and at the end of its useful life. The turf is becoming a safety concern due to seam tears and loss of granulated rubber cushioning. The City received the maximum use from the artificial turf because of good ongoing maintenance practices.

The existing lights are proposed to be replaced with LED lights. The existing system is composed of Metal Halide and High Pressure Sodium lights and the field needs re-lamping every five to six years. The LED lights will have a life span of up to 20 years, and the elimination of many re-lamping cycles will provide a significant maintenance cost savings.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Maintenance / Repair		710,000									710,000
Professional Services	65,000										65,000
Total	65,000	710,000									775,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Grant - State		276,000									276,000
REET	65,000	434,000									499,000
Total	65,000	710,000									775,000

Budget Impact/Other

The City has existing maintenance and operational costs for the developed park. However, Snohomish PUD has reviewed the proposed lighting plans and specifications and estimates a 63% reduction in power consumption resulting in a \$6,000 annual savings based on current electric rates, and greater savings as those rates increase in the future.

Project # 17-BLDG-05
Project Name Mill Creek Fire Station

Type Maintenance/Repair **Department** Public Safety
Useful Life 20 years **Contact** Dir. Public Safety
Category Buildings **Priority** 3 Maintain Current Service Lev

Total Project Cost \$580,180



Description

The City contracts with Fire District 7 (FD7) to provide fire services. The original contract for services was executed in 1996. The Original Agreement terminates on December 31, 2016. The City has until this date to provide FD7 with written notice of its intent to purchase the Mill Creek Fire Station pursuant to Section 8.3.3 of the Original Agreement.

Justification

On December 31, 2016, the City’s equity in the Mill Creek Fire Station will be \$678,148. See Section 5.1 of the 3rd amendment to the Original Agreement (2013-1049). If the City opts to purchase the Mill Creek Fire Station, the City’s out of pocket cost, after application of the City’s equity interest, will be \$1,160,360. This amount can be paid, at the City’s option, up front or in equal payments over 20 years. See Section 8.3.3 of the Original Agreement and Section 8.3.4 of the Original Agreement as amended by Section 5.2 of the 3rd amendment (2013-1049).

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
ROW / Land Acquisition	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	580,180
Total	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	580,180

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
REET	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	580,180
Total	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	58,018	580,180

Budget Impact/Other

At this time the City anticipates no changes to the method of service delivery other than the City will acquire full ownership of the Mill Creek Fire Station.

Project #	17-EQUIP-03
Project Name	Police/Engineering Total Station

Type New Vehicles/Equipment **Department** Public Safety
Useful Life 10 years **Contact** Director Public Safety
Category Equipment **Priority** 4 Expand Service Levels

Total Project Cost \$42,000

Description

Purchase of Total Station collision/crime scene/engineering equipment, namely the Trimble S7 3 "Robotic, DR Plus, Trimble VISION, FineLock, Scanning Capable," plus all hardware, software and accessories. Item may be used across all departments for scene reconstruction, roadway planning and project planning.



Justification

The City does not have this equipment in its inventory. From a public safety standpoint, the use of Total Station for crime scene and collision scene mapping is an industry standard and is necessary for appropriate prosecution of criminal offenders. Historically, the City could receive support from the Snohomish County Sheriff's Office with this technology, but with their pending budget cuts, we have been advised that they can no longer support the crime scene mapping needs of the cities within the County. We may be able to draw upon other allied agencies, but this is unreliable.

From an engineering standpoint, a Total Station could be used by internal staff to create project base maps and AutoCAD drawings for small scale or technically straightforward CIP projects such as the ongoing sidewalk and storm pipe repair projects. The ability to do the initial surveying and design work in-house would reduce outside consultant costs.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	42,000										42,000
Total	42,000										42,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	21,000										21,000
REET	21,000										21,000
Total	42,000										42,000

Budget Impact/Other

There are no anticipated future budget impacts.

Project # 17-EQUIP-11
Project Name Armory Parts Washer

Type New Vehicles/Equipment **Department** Public Safety
Useful Life 10 years **Contact** Director Public Safety
Category Equipment **Priority** 4 Expand Service Levels

Total Project Cost \$17,000

Description

The purchase of a System-One Model 501S fully recyclable parts washer to clean all parts of handguns and long guns, as well as equipment associated with the firearms training and use program. This system recovers 100% of cleaning solvent perpetually and eliminates 100% of solvent waste and is wholly VOC free. This equipment will be installed in the recently-renovated Armory that is contained in the police department remodel. In addition, an HVAC system modification will be required to vent fumes from the Armory to the outside, which will likely involve new structural penetrations in the roof and/or exterior wall. Work would include a design/build RFP and permitting by the contractor.



Justification

Our firearms training and usage program is conducted on two levels: 1) off-site training with department-provided ammunition at area ranges, and 2) range time at the SCSO range four times per year for training and qualifications. This requires the cleaning and maintenance of our weapons. While the SCSO range has the appropriate equipment for cleaning, many times our available time at the facility is limited. Often, our weapons are cleaned at the PD afterwards, using aerosol cleaners on the squad room countertop. This equipment will allow us to safely use VOC free solvents to clean our weapons and the ability to recycle 100% of the used solvent for future use.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	10,000										10,000
Equipment / Furnishings	7,000										7,000
Total	17,000										17,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	17,000										17,000
Total	17,000										17,000

Budget Impact/Other

There are no anticipated future budget impacts.

Project # 17-BLDG-02
Project Name Public Works Shop

Type Construction **Department** Public Works
Useful Life 30 years **Contact** Public Works Director
Category Buildings **Priority** 4 Expand Service Levels

Total Project Cost \$900,000



Description

This project is to design and prepare construction bid documents for a new Public Works Shop on the Cook property. Construction cost is estimated only. Once the design is completed and construction and operating costs are defined, a revised action plan will be brought to City Council for approval.

Note that design work and some state grant expenditures began in 2016 and carryover into 2017.

Justification

City Hall does not provided adequate parking, facilities or storage for Public Works maintenance vehicles and materials. In September 2016, the City Council approved a consultant contract for the design of a Public Works Shop on the City owned Cook property on North Creek Drive.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction	750,000										750,000
Professional Services	150,000										150,000
Total	900,000										900,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	650,000										650,000
Grant - State	250,000										250,000
Total	900,000										900,000

Budget Impact/Other

There will be future ongoing annual maintenance and utility costs associate with this new building.

Project # 17-BLDG-03
Project Name City Hall - North Roof and Seismic Retrofit

Type Maintenance/Repair **Department** Public Works
Useful Life 20 years **Contact** Public Works Director
Category Buildings **Priority** 3 Maintain Current Service Lev

Total Project Cost \$425,000



Description

The City Hall North building is in need of a new roof and a seismic retrofit of the structure. Design of the roof replacment has been completed, but a specialized consultant will be required for the seismic retrofit portion.

Justification

The existing roof on the City Hall North building has reached the end of its life and needs to be replaced. However, with good inspection practices and remedial repairs done in a timely manner, the roof replacement can be deferred until 2018. The building has also never been upgraded with a seismic retrofit and currently houses staff in three City departments and the Senior Center.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Construction		400,000									400,000
Professional Services		25,000									25,000
Total		425,000									425,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Annex Fund 145		425,000									425,000
Total		425,000									425,000

Budget Impact/Other

No new operational costs or impacts associated with this project.

Project # 17-BLDG-04
 Project Name City Hall - North HVAC Control System

Type Replacement Vehicles/Equip Department Public Works
 Useful Life 10 years Contact Public Works Director
 Category Buildings Priority 3 Maintain Current Service Lev

Total Project Cost \$125,000

Description

The HVAC control system for the City Hall North building is in need of replacement. An energy efficiency engineer from Snohomish PUD inspected the overall HVAC system in the City Hall North building and made several recommendations. Replacing the HVAC control system was the highest priority, but several individual heat pumps also need to be replaced. Work will be a contractor design/build RFP instead of typical architect design/bid/build process.

Justification

The display on the circa 1980's combined monitor/computer for the HVAC control system has failed, and if the system dies or malfunctions, there is currently no way to reset it or get it running again. The computer includes the programming that has all the control points and schedules for the 23 individual heat pumps in the building, and also controls the boiler and cooling tower outside of the building. Without the monitor it is not possible to change any operational settings.



Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	125,000										125,000
Total	125,000										125,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Annex Fund 145	125,000										125,000
Total	125,000										125,000

Budget Impact/Other

No new operational costs or impacts associated with this project.

Project #	17-EQUIP-04
Project Name	Chipper

Type Replacement Vehicles/Equip **Department** Public Works
Useful Life 10 years **Contact** Public Works Director
Category Equipment **Priority** 1 Imminent Threat to Public W

Total Project Cost \$25,000

Description

This project is for replacement equipment for the existing tow-behind wood chipper used by the Public Works maintenance crew. A new chipper should have a 9-inch limb capacity to handle large storm debris.



Justification

The chipper is used seasonally in the fall and winter to mulch tree debris for easier disposal and reuse, typically with tree pruning or storm debris cleanup activities. The existing chipper was a low-quality used purchase, is unreliable for operation when needed during storm events, undersized for larger debris and does not meet current safety standards. Crew members have had several near misses with feeding limbs into the existing chipper, which could have been tragic accidents.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	25,000										25,000
Total	25,000										25,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	25,000										25,000
Total	25,000										25,000

Budget Impact/Other

Replacement equipment; therefore, there will be no new operating expenses associated with this item.

Project # 17-EQUIP-05
Project Name Dump Trailer

Type New Vehicles/Equipment **Department** Public Works
Useful Life 10 years **Contact** Public Works Director
Category Equipment **Priority** 4 Expand Service Levels

Total Project Cost \$10,000



* This photo may not depict standard options.

Description

This project is for the purchase of a new utility trailer with a dump capacity to unload maintenance materials and debris.

Justification

A dump trailer would greatly increase maintenance crew efficiency and productivity by providing the ability to unload large quantities of materials all at once. Currently materials such as bark mulch or storm debris are loaded and unloaded by hand, which is not time efficient and more likely to cause workplace injuries. The new trailer could also be used to transport equipment or vehicles, like a new tractor or loader, between sites.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Equipment / Furnishings	10,000										10,000
Total	10,000										10,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	10,000										10,000
Total	10,000										10,000

Budget Impact/Other

Potential budget impacts would include occasional repair costs.

Project # 17-VEH-09
Project Name ROW Inspector Vehicle

Type Replacement Vehicles/Equip **Department** Public Works
Useful Life 10 years **Contact** Public Works Director
Category Vehicles **Priority** 3 Maintain Current Service Lev

Total Project Cost \$25,000



Description

This project is for the replacement of the 1998 Jeep currently being driven by the ROW Inspector. Replacement should be a mid-sized pickup truck or SUV.

Justification

The ROW Inspector’s job duties include performing field inspections for private land developments, City CIP projects and ROW permits at various locations throughout the City, which can require a vehicle for 6 to 7 hours of the work day. A vehicle with safety lights and storage capacity is necessary for the ROW Inspector to perform their job duties. The current inspector vehicle has been fully depreciated and is in dire need of transmission and brake work, but Kelly Blue Book value is not worth the cost of repairs.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Vehicles	25,000										25,000
Total	25,000										25,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	25,000										25,000
Total	25,000										25,000

Budget Impact/Other

Typical operating costs for a new vehicle include gas and ongoing regular minor maintenance such as oil changes, plus occasional repairs and major maintenance expenses such as new tires/tune-ups as the vehicle ages.

Project #	17-VEH-10
Project Name	Maintenance Crew Vehicle

Type Replacement Vehicles/Equip **Department** Public Works
Useful Life 10 years **Contact** Public Works Director
Category Vehicles **Priority** 3 Maintain Current Service Lev

Total Project Cost \$35,000

Description

This project is for the replacement of the 2002 GMC Sonoma pickup currently being driven by a maintenance crew member. Replacement should be a full-sized pickup (F150 or similar).



Justification

The maintenance crew duties include park, street and facility work at various locations around the City throughout the day, which can require a vehicle for 6 to 7 hours of the work day. The current crew vehicle has been fully depreciated and is in need of major repairs, including bearings and seals, engine gaskets, tires, brake fluid, thermostat, coolant system service and brake rotors. The quote for repairs totals more than the Kelly Blue Book value on the truck.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Vehicles	35,000										35,000
Total	35,000										35,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	35,000										35,000
Total	35,000										35,000

Budget Impact/Other

Typical operating costs for a new vehicle include gas and ongoing regular minor maintenance such as oil changes. There are no new operating expenses anticipated.

Project # 17-VEH-12
Project Name Flatbed Truck

Type Replacement Vehicles/Equip **Department** Public Works
Useful Life 10 years **Contact** Public Works Director
Category Vehicles **Priority** 3 Maintain Current Service Lev

Total Project Cost \$85,000



Description

This project is for the replacement of the 2002 Isuzu NPR HD flatbed truck currently being used by the maintenance crew, which also serves as sander/de-icer application vehicle. Replacement will be a large capacity flatbed pickup (F450) that could be a combined de-icer/snow plow/sander vehicle in the winter.

Justification

The maintenance crew utilizes the flatbed truck on a daily basis for transporting materials around the City for various repair, maintenance and clean-up activities. Examples include daily park trash pickup, hauling large objects or equipment, seasonal landscaping work like bark mulch and emergency storm debris clean up. The existing flatbed also serves as the sander/de-icer truck during the winter, but is not capable of snow plowing, so combining the two functions will double crew efficiency during winter storm events.

The Flatbed truck has been fully depreciated and is in need of major repairs, including the fuel tank that has rusted and has been patched; the frame is rusting from a leaking de-icer pump; and the engine is burning oil.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Vehicles	85,000										85,000
Total	85,000										85,000

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
General Fund	85,000										85,000
Total	85,000										85,000

Budget Impact/Other

Typical operating costs for a new vehicle include gas and ongoing regular minor maintenance such as oil changes.

DECEMBER						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6 Council	7	8	9	10
11	12	13	14	15	16	17
18	19	20 Council	21	22	23	24
25	26	27 Council	28	29	30	31

JANUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 Council	4	5	6	7
8	9	10 Council	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Council	25	26	27	28
29	30	31	28	29	30	31

FEBRUARY						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7 Council	8	9	10	11
12	13	14 Council	15	16	17	18
19	20	21	22	23	24	25
26	27	28 Council				

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: December 1, 2016

December 20, 2016

- Presentation: Fire Department Contract Analysis
- Employee milestone recognition

December 27, 2016

- Budget Amendments

January 3, 2017

January 10, 2017

- Park Board Assignments

January 24, 2017

- Final design consultant contract for North Pointe Park

February 7, 2017

February 14, 2017

February 28, 2017

Work in Progress - Upcoming Agenda Items

- Chip seal alternatives
- Social Media Policy
- Code Revision - Repeal of Board of Appeals/Adjustment
- City Wide 911 Addressing Issues
- City Hall North HVAC Control System Replacement Contract
- Fire Contract
- Public Works Shop Design
- Code Revision - Low impact development requirements
- Code Revision - Art & Beautification Board
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- Code Revision - LID requirements