



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. 2016-807

Next Resolution No. 2016-541

**February 23, 2016
City Council Meeting
6:00 p.m.**

CALL TO ORDER:

FLAG SALUTE:

ROLL CALL:

AUDIENCE COMMUNICATION:

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

PRESENTATIONS:

- B. Officer Steve Smith - 10 Years of Service
(*Rebecca C. Polizzotto, City Manager*)

NEW BUSINESS:

- C. 132nd Street Corridor and East Gateway Urban Village Development Scenario Assessment
(Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA:

- D. Approval of Checks #54874 through #55002 and ACH Wire Transfers in the Amount of \$1,545,523.49.
(Audit Committee: Councilmember Todd and Councilmember Michelson)
- E. Payroll and Benefit ACH Payments in the Amount of \$430,953.19.
(Audit Committee: Councilmember Todd and Councilmember Michelson)
- F. City Council Meeting Minutes of January 26, 2016
- G. City Council Meeting Minutes of February 2, 2016

REPORTS:

- H. Mayor/City Council
 - 1. SCT Steering Committee Meeting (Mayor Pro Tem Holtzclaw)
- I. City Manager
 - 1. Financial Report
- J. Boards and Commissions
 - 1. Parks and Recreation - 12/2/15
 - 2. Art/Beautification Board - 1/13/16

AUDIENCE COMMUNICATION:

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

ADJOURNMENT



Agenda Item # C
Meeting Date: February 23, 2016

CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: 132ND STREET CORRIDOR AND EAST GATEWAY URBAN VILLAGE DEVELOPMENT SCENARIO ASSESSMENT

KEY FACTS AND INFORMATION SUMMARY:

On October 6, 2015, the City Council authorized the City Manager to negotiate and execute a contract with ECONorthwest for a market feasibility and fiscal impact study for the 132nd Street Corridor. The contract was executed, and on October 27, 2015, the project was initiated with an introductory presentation to the City Council. On December 8, 2015, ECONorthwest presented the market feasibility portion of the study. On January 12, 2016, the City Council held a visioning workshop to discuss what they would like to see in the East Gateway Urban Village and the remaining 132nd Street Corridor.

The next step in the project is for the City Council to review a range of development scenarios for the East Gateway Urban Village area. The review includes a market assessment of scenarios and identification of what incentives or actions may be necessary in order to implement specific scenarios.

CITY MANAGER RECOMMENDATION:

None at this time, information and discussion only.

ATTACHMENTS:

- PowerPoint Presentation

Respectfully Submitted:

A handwritten signature in blue ink that reads "Rebecca C. Polizzotto".

Rebecca C. Polizzotto
City Manager

G:\EXECUTIVE\WP\COUNCIL\SUMMARY\2016\132nd Street Corridor.docx

Scenario Assessment

132nd Street Corridor and
East Gateway Urban Village

Overview

Scenarios

Financial Analysis

Fiscal Analysis

Scenario Assessment

AGENDA ITEM #C.

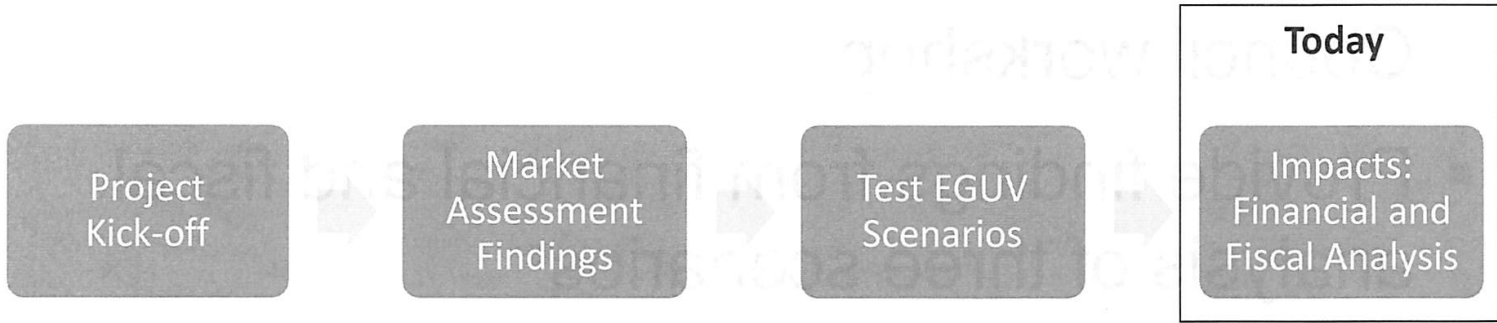
Review of Key Questions

What issues does this project address?

- Feasible uses along the 132nd Corridor
- Development Moratorium in the EGUV
- Choices for the City (zoning, incentives, and infrastructure)

Portland | Eugene | Seattle | Boise

Where We Are At in the Process?



Portland | Eugene | Seattle | Boise

Purpose

What is today about?

- Review scenarios developed based on Council workshop
- Provide findings from financial and fiscal analysis of three scenarios
- Provide assessment of scenarios and City options going forward.

Portland | Eugene | Seattle | Boise

How did we get here?

Market Assessment Overview

Characteristics	Big Box	Retail Strip	MF	Office	Grocery	Hotel
Site Area						
Proximity and Access						
Rents and Vacancies						
Pop/Emp Size and Income						
Competitive Environment						
Overall Assessment	Fair	Good	Good	Fair	Good	Challenge

Portland | Eugene | Seattle | Boise

How did we get here?

Vision: What we heard

- High quality development – city brand
- Enhanced amenities, stores, entertainment options
- Look at a range of uses (focus on retail)
- Understand fiscal implications

Portland | Eugene | Seattle | Boise

Development Scenarios

Portland | Eugene | Seattle | Boise

Scenarios

Scenario 1: Baseline - Strip Retail Center

Scenario 1 Baseline - Strip Retail	
Total Lot Acres	17.3
Available Lot Acres	11.2
Multi-Family Units	0
Parking Spots	520
Retail Square Feet	98,575
Plaza Square Feet	0
Other/ROW SF	267,894
Building:Lot Area	0.20



Source: Google Earth

Example tenants:

Grocery, bank, fast food, gas station

Portland | Eugene | Seattle | Boise

Scenarios

Scenario 2: Higher Value Retail Center

Scenario 2 High Value Retail Center	
Total Lot Acres	17.3
Available Lot Acres	11.2
Multi-Family Units	0
Parking Spots	520
Retail Square Feet	116,000
Plaza Square Feet	15,000
Other/ROW SF	267,894
Building:Lot Area	0.24

Example tenants:
Specialty grocery,
restaurant, cinema
pet store



Source: Gramor.com

Portland | Eugene | Seattle | Boise

Scenarios

Scenario 3: Vertical Mixed Use

Scenario 3 Vertical Mixed Use	
Total Lot Acres	17.3
Available Lot Acres	11.2
Multi-Family Units	147
Parking Spots	631
Retail Square Feet	99,000
Plaza Square Feet	15,000
Other/ROW SF	175,547
Building:Lot Area	0.48



Source: Google Earth

Example tenants:

**Grocery, coffee,
bank, apartments**

Portland | Eugene | Seattle | Boise

Financial Comparison

Portland | Eugene | Seattle | Boise

Financial Comparison

Terms and Assumptions

- Project Value
- Capitalization Rate
- Rent (retail, residential)
- Cost (building, road, parking)
- Residual Land Value

Portland | Eugene | Seattle | Boise

Financial Comparison

Development Equation

Project Value (What the project could sell for when finished)

- **Project Costs**

- Site Preparation
 - Design, Permits, etc.
 - Construction
 - Parking
 - Infrastructure (road, stormwater, etc)
 - Profit (return on cost)
 - Operation & Maintenance
-

Residual Land Value (Remainder Available for Land)

Portland | Eugene | Seattle | Boise

Financial Comparison

What's the current market value for land?

- Land prices tell you about the value current market condition support
- Recent sales of commercial zoned vacant land range from \$12/sf to \$14/sf

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 1: Baseline – Strip Retail

	Scenario 1 Baseline - Strip Retail
Total Project Value	\$29,357,808
Residual Land Value	\$11,822,282
RLV per Square Foot	\$15.65



Source: Google Earth

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 1: Actions

Fiscal Impact

	2016\$
Tax Impact (30 year NPV)	\$5,980,000
Road Cost	-\$6,248,952
Net Tax Impact	-\$268,952

Residual Land Value

	Land Value/SF
Base Case	\$15.65
RLV w/o Road Costs	\$27.85
RLV with MFTE	-

- Possibly None
- Allow gas stations/drive-thrus

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 2: High Value Retail

Scenario 2 High Value Retail Center	
Total Project Value	\$43,783,077
Residual Land Value	\$24,020,535
RLV per Square Foot	\$31.80



Source: Gramor.com

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 2: Actions

Fiscal Impact

	2016\$
Tax Impact (30 year NPV)	\$8,515,000
Road Cost	-\$6,248,952
Net Tax Impact	\$2,266,048

Residual Land Value

	Land Value/SF
Base Case	\$31.80
RLV w/o Road Costs	\$44.00
RLV with MFTE	-

- Financial support for infrastructure
- Proactively work with land owner
 - market property
 - reduce impact fees
 - streamline permitting

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 3: Vertical Mixed Use

Scenario 3 Vertical Mixed Use	
Total Project Value	\$78,539,640
Residual Land Value	\$20,157,881
RLV per Square Foot	\$26.69



Source: Google Earth

Portland | Eugene | Seattle | Boise

Financial Comparison

Scenario 3: Actions

Fiscal Impact

	2016\$
Tax Impact (30 year NPV)	\$7,882,000
Road Cost	-\$6,248,952
Net Tax Impact	\$1,633,048

Residual Land Value

	Land Value/SF
Base Case	\$24.60
RLV with MFTE	\$33.40
RLV w/o Road Costs	\$36.70
RLV with both	\$45.50

- Financial support for infrastructure
- Reduce residential parking requirement
- Implement Multifamily Tax Exemption program

Portland | Eugene | Seattle | Boise

Financial Comparison

Summary

	Scenario 1 Baseline - Strip Retail	Scenario 2 High Value Retail Center	Scenario 3 Vertical Mixed Use
Feasibility	Currently Viable	Long-term: Unproven format, Competing with other locations	Mid- to long-term: May need to be phased.
Actions	None or Allow gas stations and drive-thrus	Financial support, Proactive marketing, Incentives	Financial support, Parking flexibility, Incentives
Competitive Assessment	Lowest Risk: Local examples, financially viable	Highest Risk: Competitive, Requires right developer, Proactive City involvement needed	Moderate risk: More complex. Proactive City involvement needed.

Portland | Eugene | Seattle | Boise

Closing Thoughts

Portland | Eugene | Seattle | Boise

Assessment

Citywide Perspective

- How long is the City willing to wait for development at the EGUV site?
- Is the City willing to make investments or regulatory changes to encourage development?
- Are there other, better locations for the City to focus resources to encourage redevelopment?

Portland | Eugene | Seattle | Boise



Portland

Eugene

Seattle

Boise



Date: February 23, 2016

A/P Check Batches		
Dated	Check Numbers	Amount
01/20/2016	54874-54910	\$374,041.74
01/26/2016	EFT Debit-Dept of Rev.-Sales Tax	\$5,675.56
01/28/2016	54911-54940	\$79,146.58
01/29/2016	Wire-Leasehold Excise Tax-4 th Qtr.	\$2,942.04
02/12/2016	54941-55002	\$1,083,717.57
Total		\$1,545,523.49

Voided Checks	
Numbers	Explanation
54944	Voided-Springbrook


CLAIMS APPROVAL

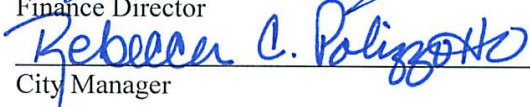
We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 54874 through 55002, EFT Debit and Wire in the amount of \$1,545,523.49.

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

Councilmember

Councilmember



 Finance Director


 City Manager

F:\DATA\EXECUTIVE\WP\FORMS\FIN\Voucher Approval 1.doc

Accounts Payable

Checks by Date - Detail by Check Date

User: jodieg
 Printed: 2/17/2016 1:53 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54874	2812ARCH 3	2812 Architecture Prof Serv-Mechanical/Electrical Engineer-12/1-1	01/20/2016		9,800.00
			Total for Check Number 54874:	0.00	9,800.00
54875	ACCELA 2123	Accela Inc #774375 25% Training/Mitigation Management Serv-5th	01/20/2016		6,169.00
			Total for Check Number 54875:	0.00	6,169.00
54876	ADPLLC 465482323 467281977	ADP, LLC Implementation Chgs-Essential Document Clou Essential Document Cloud 01/07	01/20/2016		567.00 80.00
			Total for Check Number 54876:	0.00	647.00
54877	ADTSEC 25593986 25593986A 25782815	Tyco Integrated Security LLC Panic Button Monitoring Chgs 01/01-03/31 Evidence Room Monitoring Chgs 01/01-03/31 Monitoring Chgs MCSP 02/01-04/30	01/20/2016		295.47 295.46 299.25
			Total for Check Number 54877:	0.00	890.18
54878	ALEXPRCO 45318	Alexander Printing Company Inc 250 Business Cards-J Roundy & S Kottke	01/20/2016		73.91
			Total for Check Number 54878:	0.00	73.91
54879	ALLGUARD 23197 23198 23199 23200	All Guard Security Systems Inc 1st Qtr Monitoring Chgs - Cook House 1st Qtr Monitoring Chgs - City Hall 1st Qtr Monitoring Chgs - Library 1st Qtr Monitoring Chgs - PD Storage	01/20/2016		75.00 84.00 84.00 114.00
			Total for Check Number 54879:	0.00	357.00
54880	APAC 4813	Architectural Precast Accessories Co 11-Textured Flat Caps-Dumas Wall Stone	01/20/2016		275.27
			Total for Check Number 54880:	0.00	275.27
54881	AWC1 39703 39857	Association of WA Cities Participation - AWC L & I Retroactive Prog 2016 Membership Dues	01/20/2016		5,522.66 12,461.00
			Total for Check Number 54881:	0.00	17,983.66
54882	BANKOAM 0000-6010-4700	Bank of America 2015 Bank Fees	01/20/2016		7,604.12
			Total for Check Number 54882:	0.00	7,604.12

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54883	BIOCLEAN 6805	Bio Clean Inc Decontamination Bio Hazardous Materials-#33,	01/20/2016		312.37
			Total for Check Number 54883:	0.00	312.37
54884	CENTRO 208571	Centro Print Solutions Year End Forms-W2 & 1099 Misc	01/20/2016		165.72
			Total for Check Number 54884:	0.00	165.72
54885	CIEDMOND RGG-160001 RGG-160009	City of Edmonds Domestic Violence Coordinator - January 2016 - North Sound Metro Swat Team	01/20/2016		926.59 1,589.05
			Total for Check Number 54885:	0.00	2,515.64
54886	CINTAS 460514351 460514351A	Cintas Corporation Loc. #460 Floor Mat Service 01/08 Floor Mat Service 01/08	01/20/2016		59.36 34.63
			Total for Check Number 54886:	0.00	93.99
54887	COMCAST 0457011 0724345	Comcast High Speed Internet Fec 01/18-02/17 Internet for ITS 01/14-02/13	01/20/2016		191.29 96.29
			Total for Check Number 54887:	0.00	287.58
54888	GTENORTH 425 316-3862	Frontier Phone Line Chgs 01/04-02/03-Alarm	01/20/2016		140.29
			Total for Check Number 54888:	0.00	140.29
54889	HERALD 10115546	The Daily Herald 2016 Annual Newspaper Subscription	01/20/2016		213.79
			Total for Check Number 54889:	0.00	213.79
54890	INTEGRA 13545080	Integra T-1 Monthly Chgs - Jan	01/20/2016		650.59
			Total for Check Number 54890:	0.00	650.59
54891	JRWENTRP 3328	JRW Enterprises Exterior Doors-Annex 110/Huntron	01/20/2016		1,284.11
			Total for Check Number 54891:	0.00	1,284.11
54892	LEXIPOL 15380	Lexipol LLC Law Enforcement Police Manual Update	01/20/2016		2,850.00
			Total for Check Number 54892:	0.00	2,850.00
54893	PLATT 1499051	Platt Electric Supply, Inc 24-12Pk Street Lights-Various	01/20/2016		167.93
			Total for Check Number 54893:	0.00	167.93
54894	PSCLEANA 16-058S	Puget Sound Clean Air Agency 2016 Clean Air Assessment	01/20/2016		15,282.00
			Total for Check Number 54894:	0.00	15,282.00

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54895	RONGERJ 8190	John Rongerude P.S. Conflict Public Defender 6Z0135955	01/20/2016		300.00
				Total for Check Number 54895:	300.00
54896	SEATIME1 60062809	The Seattle Times 2016 Annual Newspaper Subscription	01/20/2016		405.60
				Total for Check Number 54896:	405.60
54897	SEINVEST 1447	Southeast Investment Group Lease-19 Parking Spaces-N Creek Trail	01/20/2016		2,280.00
				Total for Check Number 54897:	2,280.00
54898	SERS 1000403717	Sno Co Emergency Radio System 2016 SERS Operating Assessment	01/20/2016		50,803.00
				Total for Check Number 54898:	50,803.00
54899	SESAC 63-46-01029	SESAC Annual Music License	01/20/2016		378.00
				Total for Check Number 54899:	378.00
54900	SNDPUBIN EDH675712 EDH677456	Sound Publishing Inc Pub of Ord No. 2015-805 Mill Creek Sports-Binding Site Plan PL2015-00:	01/20/2016		32.68 72.24
				Total for Check Number 54900:	104.92
54901	SNOCOCT 2016 Dues	Snohomish County Cities 2016 Membership Dues	01/20/2016		200.00
				Total for Check Number 54901:	200.00
54902	SNOCOM 15-1230-5 15-1230-5A 15-1230-5AA	SNOCOM Dispatch Services - 1st Qtr Fire Dispatch Services - 1st Qtr Police New World Assessment - 1st Qtr	01/20/2016		22,511.50 80,033.50 11,307.00
				Total for Check Number 54902:	113,852.00
54903	SNOCPUD 2022-3010-8 2026-6749-9	PUD No. 1 of Snohomish County 1900 164th St SE 12/11-01/11 2024 Seattle Hill Rd 12/11-01/11	01/20/2016		31.54 36.46
				Total for Check Number 54903:	68.00
54904	STATEAUD L112051	State Auditor's Office Statutory Audit Services 2013-2014	01/20/2016		443.00
				Total for Check Number 54904:	443.00
54905	TACSCREW 18102542	Tacoma Screw Products Inc 40 Hole Storage Bin/8 Pan Head Screws	01/20/2016		187.60
				Total for Check Number 54905:	187.60
54906	THYSSEN 3002306106	Thyssenkrupp Elevator Corp. Elevator Maintenance 01/01-03/31	01/20/2016		1,149.71

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54906:	0.00	1,149.71
54907	WABO 2016 Dues	Washington Assoc of Bldg off 2016 Annual Membership Dues-T Nordtvedt	01/20/2016		95.00
			Total for Check Number 54907:	0.00	95.00
54908	WAVEDIV 36469	WaveDivision Holdings, LLC Fiber Lease-15728 Main St to 3000 Rockefeller .	01/20/2016		642.87
			Total for Check Number 54908:	0.00	642.87
54909	WCIA 40080 40080A	WA Cities Insurance Authority 2016 Liability/Property Prog Assessment 2016 Liability/Property Prog Assessment	01/20/2016		8,516.47 126,789.53
			Total for Check Number 54909:	0.00	135,306.00
54910	WELLSFRL 5002720130	Wells Fargo Financial Leasing Ricoh Printer Lease 01/18-02/17	01/20/2016		61.89
			Total for Check Number 54910:	0.00	61.89
			Total for 1/20/2016:	0.00	374,041.74
54911	ACCELA 2152 INV32350	Accela Inc #774375 25% Due-Springbrook Cloud-Per Contract Springbrook Cloud Subscription Term 1/1/16-12	01/28/2016		1,534.40 17,142.37
			Total for Check Number 54911:	0.00	18,676.77
54912	AT&TWIR 287245699226	AT&T Mobility Pine Meadow Irrig Line	01/28/2016		17.69
			Total for Check Number 54912:	0.00	17.69
54913	BANKCARE 1 10 10A 10B 10C 10D 11 12 13 14 15 16 17 18 19 2 20 21 22 23 24 25	Bank of America Retirement Book-B Crannell Plotter Paper-Dept Share Plotter Paper-Dept Share Plotter Paper-Dept Share Plotter Paper-Dept Share Plotter Paper-Dept Share Frame-Chief Crannell's Retirement Hydraulic Permit-HPA-Debris Removal-N Crk E Grilled Chicken-YAB Holiday Party 12/16 Rear Window Repair-Staff Car #2 Tablecovers-Chief Crannell's Retirement Potluck Lodging 12/2-12/20-L Dickerson Holiday Tablecovers-Employee Holiday Party Refreshments-Employee Holiday Party Refreshments-Employee Holiday Party Channel Receiver-PD Lobby Door Peppermint Candy-Employee Holiday Party Color Books/Stockings-Employee Holiday Party Refreshments/Employee Holiday Party Refreshments/Employee Holiday Party Color Books/Stockings-Employee Holiday Party Cookies-Employee Holiday Party	01/28/2016		51.43 33.36 33.36 33.36 33.37 33.37 21.83 150.00 32.84 61.81 8.77 1,072.00 6.54 25.78 7.00 58.11 2.00 39.46 16.19 3.00 13.15 32.99

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
26		Colored Copy Ppr-Business License Renewals			50.37
27		Lodging 12/20-12/30-L Dickerson			1,090.00
28		Sex Offender Mailing			107.69
29		MyBuildingPermit.com Monthly Fee			59.95
3		Analog Wall Clock-City Manager Office			42.08
30		Toll Chgs 12/08 Car #44			2.75
31		2016 Calendar Book-L Celustka			14.25
32		WSPCA Dues-I Durkee			50.00
4		Postage Chgs-Postage Machine Down			36.75
5		Power Cord-New Patrol Car			38.00
6		Sensor Cloud Wireless Plan 12/10-01/10			9.95
7		Flash Lights-PW			49.31
7A		Flash Lights-Bldg Dept			49.31
7B		Flash Lights-Facilities/P & R			98.62
8		Crankcase/Cylinder Head-#39			471.87
9		LOF-#38			48.30
Total for Check Number 54913:				0.00	3,988.92
54914	BANKCR13 1	Business Card Bank of America APWA Hiring the Right Contractor-Webinar	01/28/2016		75.00
Total for Check Number 54914:				0.00	75.00
54915	BANKCR19 1 2 3 4	Business Card 1 Yr Subscription-Constant Contact-City's Digit 2016 City Action Days Registration-M Todd Lodging-L Dickerson 1 Case Bottled Water-Office	01/28/2016		670.80 150.00 890.00 3.99
Total for Check Number 54915:				0.00	1,714.79
54916	BANKCR20 1	Business Card Hardware	01/28/2016		46.00
Total for Check Number 54916:				0.00	46.00
54917	BANKCR22 1	Business Card Dry Cleaning-L Dickerson	01/28/2016		53.16
Total for Check Number 54917:				0.00	53.16
54918	CINTAS 460523133 460523133A	Cintas Corporation Loc. #460 Floor Mat Service 01/22 Floor Mat Service 01/22	01/28/2016		59.36 34.63
Total for Check Number 54918:				0.00	93.99
54919	DEPTECOG 2016-WAR045529	Department of Ecology WSDOE Stormwater Permit #WAR045529	01/28/2016		12,318.03
Total for Check Number 54919:				0.00	12,318.03
54920	DYSONT Reimb SPI Lic	Tracy Dyson Reimb 2016 Pesticide License Renewal-T Dysor	01/28/2016		33.00
Total for Check Number 54920:				0.00	33.00
54921	EMSECDEP 000-945199-10-6	Employment Security Depart Unemployment Claims - 4th Qtr 2015	01/28/2016		579.88

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54921:	0.00	579.88
54922	GTENORTH 425 316-0326 425 357-9268 425 745-6974	Frontier Alarm System Line Chgs 01/16-02/15 Fire Alarm Line Chgs 01/22-02/21 Admin Fax Line/CC Line 01/19-02/18	01/28/2016		49.71 122.42 153.18
			Total for Check Number 54922:	0.00	325.31
54923	KGCTYOF 61397	King County Finance WRIA Watershed Planning Interlocal	01/28/2016		2,089.33
			Total for Check Number 54923:	0.00	2,089.33
54924	KROESENS 30000	Kroesen's Uniform Company Ballistic Vest - B Foutch	01/28/2016		832.96
			Total for Check Number 54924:	0.00	832.96
54925	LESSCHW 30400216922 39500259003 39500263816	Les Schwab Trailer Tire/Wheel Spin Balance LOF, Wheel Balance-Car#39 LOF-Car#33	01/28/2016		127.11 163.29 38.35
			Total for Check Number 54925:	0.00	328.75
54926	MAXWELL 5972	Martha Maxwell Cooking w/Kids: Back to School 1/26 #5972	01/28/2016		126.00
			Total for Check Number 54926:	0.00	126.00
54927	NWCASC 2-1430226	Northwest Cascade Inc Honey Bucket Rental 11/11-Veteran's Day Parada	01/28/2016		240.00
			Total for Check Number 54927:	0.00	240.00
54928	PACAIR 184473	Pacific Air Control, Inc. HP18 Replaced Indoor Blower Motor-Suite 241-	01/28/2016		1,691.13
			Total for Check Number 54928:	0.00	1,691.13
54929	PITNEYW 16524092	Purchase Power Refill Postage Meter	01/28/2016		2,000.00
			Total for Check Number 54929:	0.00	2,000.00
54930	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main St 12/17-1/19 15728 Main St 12/17-1/19	01/28/2016		614.44 930.91
			Total for Check Number 54930:	0.00	1,545.35
54931	RKSOLID 6054	Rock Solid Learning LLC Geology Rocks 1/23 #6054	01/28/2016		126.00
			Total for Check Number 54931:	0.00	126.00
54932	SCCFOA 2016 Dues 2016 DuesA 2016 DuesB 2016 DuesC	Snohomish County Clerks And Finance Off 2016 SCCFOA Annual Dues-K Chelin 2016 SCCFOA Annual Dues-J Roundy 2016 SCCFOA Annual Dues-J Gunderson 2016 SCCFOA Annual Dues-S Kottke	01/28/2016		25.00 25.00 25.00 25.00

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54932:	0.00	100.00
54933	SEADAIJ 3308673 3308673A 3308673B	Daily Journal of Commerce BC: Annex Remodel 01/07 BC: Annex Remodel 01/11 BC: Annex Remodel 01/13	01/28/2016		85.80 85.80 85.80
			Total for Check Number 54933:	0.00	257.40
54934	SNDPUBIN EDH678520	Sound Publishing Inc Lien Notice-Innovative Vacuum Services	01/28/2016		20.64
			Total for Check Number 54934:	0.00	20.64
54935	SNOCOAD I-VR-11	Snohomish County Auditor 2015 Voter Registration File Maintenance	01/28/2016		25,422.97
			Total for Check Number 54935:	0.00	25,422.97
54936	SNOCPUD 2001-0143-4 2001-5445-8 2019-4860-1 2022-1236-1 2026-9300-8 2028-5205-9 2031-6469-4 2032-1155-2 2033-4808-1 2207-6351-0	PUD No. 1 of Snohomish County 2725 Seattle Hill Rd 12/11-01/12 2720 Seattle Hill Rd 12/11-01/12 13903 N Creek Dr 12/19-01/19 928 Dumas Rd 12/19-01/19 15720 Main St 12/17-1/15 15720 Main St Unit B 12/17-1/15 13510 N Creek Dr 12/19-01/19 13628 N Creek Dr 12/19-01/19 14810 35th Ave SE 12/11-01/12 13332 44th Ave SE 9/28-01/05	01/28/2016		17.49 17.49 1,019.46 145.85 1,804.85 347.18 49.71 260.45 75.36 238.12
			Total for Check Number 54936:	0.00	3,975.96
54937	STARDMSV 0116401-IN 0116402-IN	Stardom Services Inc Janitorial Services - Jan - Annex Janitorial Services - Jan - City Hall	01/28/2016		927.94 995.00
			Total for Check Number 54937:	0.00	1,922.94
54938	TODDB 1000	Benjamin Todd 40 - City of Mill Creek Custom Ornaments	01/28/2016		350.72
			Total for Check Number 54938:	0.00	350.72
54939	WELLSFRL 5002798258	Wells Fargo Financial Leasing Ricoh Printer Lease 02/18-03/17	01/28/2016		61.89
			Total for Check Number 54939:	0.00	61.89
54940	WSDA 7105 73493 75719 86621	WA ST Dept of Agriculture 2016 Pesticide License Renewal - J Wright 2016 Pesticide License Renewal - N Bcagle 2016 Pesticide License Renewal - M Harbison 2016 Pesticide License Renewal - T Matteucci	01/28/2016		33.00 33.00 33.00 33.00
			Total for Check Number 54940:	0.00	132.00
			Total for 1/28/2016:	0.00	79,146.58
54941	ADLFSASC	ESA	02/12/2016		

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	118904	Prof Serv Appletree West	12/01-01/04		1,292.50
			Total for Check Number 54941:	0.00	1,292.50
54942	AFSCME January	WSCCCE, AFSCME, AFL-CIO Union Dues - AFSCME-January	02/12/2016		1,417.48
			Total for Check Number 54942:	0.00	1,417.48
54943	AMTESTIN 90680	Am Test, Inc 5 Fecal Coliform Analysis	02/12/2016		125.00
			Total for Check Number 54943:	0.00	125.00
54944	BANKCARD 9759178606 9759178606A 9759178606B	Bank of America Broadband Unlimited 12/21-01/20-Exec Monthly Cell Chgs 12/21-01/20-Exec Monthly Cell Chgs 12/21-01/20-Bldg	02/12/2016	VOID	
				40.01	
				36.60	
				119.16	
			Total for Check Number 54944:	195.77	0.00
54945	BRIDPETS PO	Bridges Pets 2-30lb Bags Taste of the Wild-Rasko	02/12/2016		106.60
			Total for Check Number 54945:	0.00	106.60
54946	CAMPNEL 188417	Campbell/Nelson Maintenance Service/Repair Rear Hatch-Leaf C	02/12/2016		452.94
			Total for Check Number 54946:	0.00	452.94
54947	CDW BTP8430	CDW Government Startech Mini Displayport/Adapt Cnvtr-J Round	02/12/2016		141.60
			Total for Check Number 54947:	0.00	141.60
54948	CIEDMOND RGG-160018	City of Edmonds Domestic Violence Coordinator - February	02/12/2016		926.59
			Total for Check Number 54948:	0.00	926.59
54949	CINTASA 5004340378	Cintas Corporation Replenish First Aid Supplies-City Hall	02/12/2016		153.93
			Total for Check Number 54949:	0.00	153.93
54950	CITYBELL 30628	City of Bellevue MBP Surcharge, Qtr 4, 2015	02/12/2016		1,717.07
			Total for Check Number 54950:	0.00	1,717.07
54951	CITYLYN 12024 12031	City of Lynnwood Jail Room & Board - Nov Jail Room & Board - Dec	02/12/2016		1,155.00 540.00
			Total for Check Number 54951:	0.00	1,695.00
54952	CIVICPLS 157581 157581A	CivicPlus Annual Fee Renewal-Hosting & Support-Webst Annual Fee-Website Media Center Storage	02/12/2016		5,010.00 1,083.33
			Total for Check Number 54952:	0.00	6,093.33

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54953	DELLMARK XJW9W8FT4	Dell Marketing LP Dell ProSupport 4-Hour/Tech Support	02/12/2016		1,797.62
Total for Check Number 54953:				0.00	1,797.62
54954	DEPTLI 4th Qtr 4th QtrA 4th QtrB 4th QtrC 4th QtrD 4th QtrE	Dept. of Labor & Industries 4th Qtr L & I-Council 4th Qtr L & I-P & R Volunteers 4th Qtr L & I-Correction PD-Kidwell 4th Qtr L & I-Balance Adjustment 4th Qtr L & I-EE-Payroll 4th Qtr L & I-ER-Payroll	02/12/2016		24.14 65.01 95.05 4.33 4,696.78 16,451.76
Total for Check Number 54954:				0.00	21,337.07
54955	ECONW 16532 16638	ECONorthwest MC Corridor Market Analysis & FIS 12/01-12/3 MC Corridor Market Analysis & FIS 01/01-01/3	02/12/2016		6,008.75 3,960.00
Total for Check Number 54955:				0.00	9,968.75
54956	FELDMAJ January 2016	Feldman & Lee, P.S. Public Defender Contract Flat Fee - Jan	02/12/2016		8,750.00
Total for Check Number 54956:				0.00	8,750.00
54957	FREESEL 01/19	Lois Freese Conflict Public Defender 5Z0456583, 5Z064407	02/12/2016		900.00
Total for Check Number 54957:				0.00	900.00
54958	GTENORTH 435 316-3862	Frontier Phone Line Chgs 02/04-03/03-Alarm	02/12/2016		141.41
Total for Check Number 54958:				0.00	141.41
54959	HRSUSA 046506 049155 053193	Capital One Commercial Refreshments-Police Chief Candidate Public Re 12 72 Gallon Stoarge-PW 6 - 27 Gallon Storage Bins-PW/2 ZBeamShelves	02/12/2016		92.46 102.39 195.39
Total for Check Number 54959:				0.00	390.24
54960	HUIK 5943 5947 5951	Kelly Hui Ballet: Creative 01/16-02/06 #5943 Ballet: Creative 01/16-02/06 #5947 Ballet: Beg 01/16-02/06 #5951	02/12/2016		277.20 246.40 400.40
Total for Check Number 54960:				0.00	924.00
54961	INTEGRA 13621416	Integra T-1 Monthly Chgs - Feb	02/12/2016		664.49
Total for Check Number 54961:				0.00	664.49
54962	INTELLPR 214177A	Intelligent Products Incorporated 18 Cs Mutt Mitt Singles/2000 per Ctn	02/12/2016		1,613.39
Total for Check Number 54962:				0.00	1,613.39
54963	INTSTBAT 1905701030018	Interstate All Battery Center 2-1.5V ALK D Procell 12 Pack-Amber Flashing	02/12/2016		28.36

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54963:	0.00	28.36
54964	IWORQSYS 7519	iWorQ Systems, Inc Annual Subscription Fee-iWorQ Software	02/12/2016		1,908.00
			Total for Check Number 54964:	0.00	1,908.00
54965	JJPOLYSR 1242	JJ Polygraph Services LLC Polygraph Examination-G Elwin	02/12/2016		200.00
			Total for Check Number 54965:	0.00	200.00
54966	JRWENTRP 3350	JRW Enterprises Rekeyed City Manager/HR Director Offices	02/12/2016		171.92
			Total for Check Number 54966:	0.00	171.92
54967	KLEIJ Dental Reimb Rx	John Klei Dental 12/14-J Klei/Leoff 1 Reimb Rx 09/08-12/14-J Klei/Leoff 1	02/12/2016		145.00 126.23
			Total for Check Number 54967:	0.00	271.23
54968	LDEDGEGM 5955 5959 5963	Leading Edge Gymnastic Academy Inc Gymnastics-Toddle Time 01/13-02/10 #5955 Gymnastics-Preschool 01/13-02/10 #5959 Gymnastics-Youth 01/13-02/10 #5963	02/12/2016		315.00 210.00 225.00
			Total for Check Number 54968:	0.00	750.00
54969	LESSCHW 39500263099	Les Schwab Dismount & Mount, Wheel Spin Balance-#38	02/12/2016		31.24
			Total for Check Number 54969:	0.00	31.24
54970	MARKTSOL 21464	Marketing Solutions Inc Development City Communications Plan-3rd Ins	02/12/2016		7,950.00
			Total for Check Number 54970:	0.00	7,950.00
54971	MAXWELL 5966	Martha Maxwell Fun Preschool Workshops 02/04 #5966	02/12/2016		98.00
			Total for Check Number 54971:	0.00	98.00
54972	NATBARR 262860	National Barricade Co., LLC 25 - Delineator, 42" T-Top, 12# Rubber Base-35	02/12/2016		563.07
			Total for Check Number 54972:	0.00	563.07
54973	NELSONM 5925 5929	Melissa Nelson Music for Preschool 01/08-02/05 #5925 Music for Preschool 01/08-02/05 #5929	02/12/2016		630.00 630.00
			Total for Check Number 54973:	0.00	1,260.00
54974	NWPIGCP 4705252-00	New Pig Corporation Spill/Control Supplies	02/12/2016		1,708.53
			Total for Check Number 54974:	0.00	1,708.53
54975	OREILLY	O'Reilly Automotive Inc	02/12/2016		

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2986-437214	6 GL-Wiper Fluid			29.53
	2986-437215	Credit-6 GL-Wiper Fluid-Price Adj			-6.51
			Total for Check Number 54975:	0.00	23.02
54976	PAKOR 8016461	Pakor Inc 3 Cs Media PP,1 Cs Folders-Passports	02/12/2016		794.08
			Total for Check Number 54976:	0.00	794.08
54977	QUALCNTS 136717	Quality Counts LLC Citywide Traffic Counts-10 Locations	02/12/2016		2,900.00
			Total for Check Number 54977:	0.00	2,900.00
54978	SCFIRDS 16-01	Sno County Fire District #7 Fire Interlocal Agreement - 1st Qtr	02/12/2016		966,249.25
			Total for Check Number 54978:	0.00	966,249.25
54979	SHERWILL 8625-1	The Sherwin-Williams Co 1 - 5Pk Blue Paint Tray Liners	02/12/2016		5.35
			Total for Check Number 54979:	0.00	5.35
54980	SHORTCR 490313-1	Short Cressman & Burgess PLLC Prof Legal Services-Dept Com & Eco Dev-Dec	02/12/2016		961.00
			Total for Check Number 54980:	0.00	961.00
54981	SHREDIT 9409179316	Shred-It USA Inc Shredding Service Fee	02/12/2016		64.16
			Total for Check Number 54981:	0.00	64.16
54982	SHURKLEN 377	Kramer Enterprises, LLC 2 - Car Washes-SW Survey Program	02/12/2016		16.05
			Total for Check Number 54982:	0.00	16.05
54983	SILVERL 14112-27585 14737-19068 17679-27345 17684-27596 24079-27593 32140-27632 32141-27633 35995-27914 35996-27914 35997-27914 35998-27914 35999-27914 36000-27914 36016-27914 36025-27914 36026-27914 36365-27593 37034-30017	Silverlake Water District 132nd & SR 527 Irrig 01/01-01/31 13617 28th Dr SE Irrig 01/01-01/31 15429 1/2 Bothell Everett Hwy 01/01-01/31 15429 Bothell Way-Irrig 01/01-01/31 Hillside Irrig 01/01-01/31 13903 N Creek Dr-Irrig 01/01-01/31 13903 N Creek Dr 01/01-01/31 SR 527-Irrig 01/01-01/31 14600 SR 527-Irrig 01/01-01/31 13800 N SR 527-Irrig 01/01-01/31 1600 SR 527-Irrig 01/01-01/31 15200 SR 527-Irrig 01/01-01/31 15100 N SR 527-Irrig 01/01-01/31 SR 527 & Trillium Blvd-Irrig 01/01-01/31 14600 SR 527-Irrig 01/01-01/31 SR 527 & Dumas Rd-Irrig 01/01-01/31 Dumas Rd Irrig 01/01-01/31 14721 12th Ave SE-Irrig 01/01-01/31	02/12/2016		7.60 7.60 7.60 7.60 7.60 7.60 66.95 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 22.30 7.60
			Total for Check Number 54983:	0.00	210.85

AGENDA ITEM #D.


Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
54984	SNDPUBIN EDH676657	Sound Publishing Inc BC: City Annex Remodel Project 1/7, 1/10, 1/17	02/12/2016		123.84
				Total for Check Number 54984:	0.00 123.84
54985	SNOCOC 2015-2950	Snohomish County Corrections Jail Services Fees - Nov 2015	02/12/2016		9,777.41
				Total for Check Number 54985:	0.00 9,777.41
54986	SNOCOPW DR00000736	Snohomish County Public Works RR6138-Overlay-Pay Est #8-Additional Cost-Dt	02/12/2016		7,189.73
				Total for Check Number 54986:	0.00 7,189.73
54987	SNOCOSH1 2015-2989	Snohomish County Sheriff's Office Inmate Medical Billing - Nov	02/12/2016		9.58
				Total for Check Number 54987:	0.00 9.58
54988	SNOCPUD 2007-4359-9 2007-9722-3 2013-4538-6 2013-5396-8 2013-6774-5 2016-6351-5 2016-6928-0 2018-9805-3 2025-2921-0 2025-7077-6 2026-2439-1 2027-6793-5 2029-0994-1 2029-2633-3 2029-5905-2 2030-2812-1 2032-5163-2 2047-1752-4 2047-1753-2 2047-1754-0 2050-8723-2 2054-9532-8 2203-1739-0 2207-6351-0	PUD No. 1 of Snohomish County 186 Lights - 200W Var Loc 01/01-01/31 3401 148th St SE 12/23-01/22 2501 147th Pl SE 12/23-01/22 15728 Main St 12/09-01/07 902 164th St SE 01/07-02/04 14600 16th Ave SE 01/07-02/04 16110 1/2 29th DR SE 12/31-01/28 1700 Mill Creek Rd 12/25-01/26 386 Lights - 100W Var Loc 01/01-01/31 86 Lights - 250W Var Loc 01/01-01/31 828 Lights - 100W Var Loc 01/01-01/31 21 Lights - 400W Var Loc 01/01-01/31 6 Lights - 150W Var Loc 01/01-01/31 14729 12th Ave SE 01/01-01/29 4842 SAC 12/08-01/07 4560 SAC 01/06-02/03 15510 Village Green Dr 12/30-02/01 9 Lights - 200W Var Loc 01/01-01/31 41 Lights - 250W Var Loc 01/01-01/31 39 Lights - 400W Var Loc 01/01-01/31 17 Lights - 100W 01/01-01/31 49 Lights - 20W Var Loc 01/01-01/31 1 Light - 240W Var Loc 01/01-01/31 13332 44th Ave SE 01/06-02/03	02/12/2016		1,629.36 118.49 29.95 1,503.40 32.13 15.37 65.62 134.01 1,208.18 887.52 5,646.96 298.20 25.26 15.37 78.50 56.89 18.02 46.71 268.14 384.15 49.98 16.17 7.51 64.96
				Total for Check Number 54988:	0.00 12,600.85
54989	Stand 6001156-0001	Standard Ins. Company RA Life, AD&D & LTD Prem. MEBT-ER Paid	02/12/2016		3,339.12
				Total for Check Number 54989:	0.00 3,339.12
54990	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem. MEBT-ER Paid	02/12/2016		1,550.52
				Total for Check Number 54990:	0.00 1,550.52
54991	TACSCREW 18104927	Tacoma Screw Products Inc 20 -All Stainless Steel Hose Clamps	02/12/2016		40.18

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 54991:	0.00	40.18
54992	THOMPSM Reimb Boots	Milton Thompson Reimb Boots Per AFSCME Contract-M Thomps	02/12/2016		175.09
			Total for Check Number 54992:	0.00	175.09
54993	TLOLLC 839489	TransUnion Risk and Alternative Background/Identity Investigations-Jan	02/12/2016		25.00
			Total for Check Number 54993:	0.00	25.00
54994	TRAMMELI 6058	Lori Trammel Seasonal Cupcake Class 2/06 #6058	02/12/2016		112.00
			Total for Check Number 54994:	0.00	112.00
54995	USBANK 386000139	US Bank NA - Custody Investment Custody Charges 01/01-01/31	02/12/2016		46.00
			Total for Check Number 54995:	0.00	46.00
54996	USIC 165706 165706A	USIC Locating Services Inc 51 NC Locates/44 Ticket Locates-Jan 51 NC Locates/44 Ticket Locates-Jan	02/12/2016		504.46 504.46
			Total for Check Number 54996:	0.00	1,008.92
54997	UULC 6010161 6010161A	Utilities Underground Location Center On Call Location Service - 49 Locates On Call Location Service - 49 Locates	02/12/2016		31.60 31.61
			Total for Check Number 54997:	0.00	63.21
54998	VERIZON 9759176947 9759176947A 9759176947B 9759178606 9759178606A 9759178606B 9759185156	Verizon Wireless Access & Usage Chgs 12/21-01/20-Parks Access & Usage Chgs 12/21-01/20-PW Access & Usage Chgs 12/21-01/20-Admin Access & Usage Chgs 12/21-01/20-SW Access & Usage Chgs 12/21-01/20-Bldg Broadband Unlimited 12/21-01/20-Exec Access & Usage Chgs 12/21-01/20-Rec	02/12/2016		126.68 63.34 21.10 36.60 119.16 40.01 56.71
			Total for Check Number 54998:	0.00	463.60
54999	WASTEMN 0409742-2677-7	Waste Management-Northwest 15728 Main St-St Sweeper-Jan	02/12/2016		47.70
			Total for Check Number 54999:	0.00	47.70
55000	WASTPAT 116005431	Washington State Patrol Background Checks - Jan	02/12/2016		88.50
			Total for Check Number 55000:	0.00	88.50
55001	WWGRAIN 9010377613	W.W. Grainger, Inc. 10 - Pks Midget Street Light Fuses	02/12/2016		163.20
			Total for Check Number 55001:	0.00	163.20
55002	XHAVENSC 2001129.002	Cindy Havens Refund Youth Basketball-Girls 4th/5th-Hannah	02/12/2016		120.00

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 55002:	0.00	120.00
			Total for 2/12/2016:	195.77	1,083,717.57
			Report Total (129 checks):	195.77	1,536,905.89

 Electronic Filing – Washington State	E-file Time: 4:06 PM help?
My Account Home Account(s) Account Activity List Server Suggestions Logout	

CITY OF MILL CREEK 600-598-011

Confirmation

Confirmation Number	17268023
Tax Registration Number	600598011
Reporting Period	12/2015
Payment Type	EFT Debit
Date and Time Submitted	1/25/2016 4:06:17 PM
Date of Transfer	01/26/2016
Payment Amount	5,675.56
Person Completing Return	Sandy Kottke
Person Authorizing Payment	Sandy Kottke

Your return and payment have been submitted. For easy reference, print this page and retain it with your tax records.

Return to Account List	Print Confirmation
View Printable Return	

Confirmation

**For Assistance Call:
1-877-345-3353**

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Roundy, Joshua
Run Date: 01/29/2016 3:47:11 PM CST

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

Status: Processing by Bank
Transaction Number: 161TF4440EX40904

Template Name: Leasehold Excise Tax
Template Code: Leasehold Excise Tax

Debit Account Information

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

Beneficiary Details

Beneficiary Name: Washington State Depart. of Revenue
Beneficiary Address: PO Box 47464
Beneficiary City: Olympia
Beneficiary Postal Code: 98504
Beneficiary Country: US - United States of America

Beneficiary Account: 153910882254
Beneficiary Bank ID: 123000848
U.S. BANK NATIONAL ASSOCIATION
321 SW 6TH AVE
PORTLAND
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 2,942.04

Value Date: 01/29/2016

Optional Information

Sender's Reference Number: Leasehold Excise

Beneficiary Information: Leasehold Excise Tax
2015 4th.QTR
City of Mill Creek
tax reg: 503000685

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: joshroundy
Approved: joshroundy
Initial Confirmation: WTX:2016012900424717

Input Time: 01/29/2016 3:46:14 PM CST
Time: 01/29/2016 3:47:00 PM CST



Leasehold Excise Tax Return

2015	Q4/2015
------	---------

Leasehold Tax Program
 PO Box 47464
 Olympia, WA 98504-7464

Filing Method Online
 Date filed 1/5/2016
 Filed by Sandy Kottke
 Confirmation 58356

Tax Registration Number: 503000685
 City Of Mill Creek
 15728 MAIN ST
 MILL CREEK, WA 98012

Lease Type	Tax Code Area	Location Code	Lease Name	Contract	Taxable Rent	Tax Due
1	520	3119	Appraisals Northwest Inc		\$3,078.90	\$395.33
1	520	3119	Huntron Inc		\$12,621.30	\$1,620.57
1	520	3119	Nancy Bennett Consulting		\$1,329.90	\$170.76
1	520	3119	Rainier Case Management		\$1,419.00	\$182.20
1	520	3119	Innovative Mill Work Solutions		\$2,286.00	\$293.52
1	520	3119	True Sample Holdings		\$2,178.00	\$279.66
Subtotal					\$22,913.10	\$2,942.04

Total tax due \$2,942.04
 Penalty (tax * 00%) \$0.00
 Total amount due \$2,942.04

Created By Sandy Kottke
 Phone (425) 921 - 5714
 Print Date: 1/5/2016

Payment
 Payment was not recorded for this return.



Date: February 23rd, 2016

Payroll Check Batches		
Dated	Check Numbers	Amount
02/05/16	ACH Automatic Deposit Checks	\$143,747.00
02/05/16	ACH Wire MEBT- Wilmington Trust	\$23,687.46
02/05/16	ACH Wire- FWT & Medicare Taxes	\$28,353.79
02/05/16	ACH Wire- MCPD Guild Dues	\$2,100.00
02/05/16	ACH Wire- BAC- Flex Spending Acct	\$1,739.78
02/05/16	ACH Wire- ICMA RC- Def. Comp	\$1,007.94
02/05/16	ACH Wire- United Way Donations	\$757.26
02/10/16	ACH Wire- Assoc. of WA Cities	\$79,019.48
02/19/16	ACH Automatic Deposit Checks	\$150,540.48
Total		\$430,953.19

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$430,953.19.

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

Councilmember

Councilmember

Finance Director

City Manager

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

Validator Summary Report

Validator Summary Report

Report Date: 02/03/2016
Report Time: 09:42:12 AM

Import Date: 02/03/2016
Import Time: 09:42:09
Customer: City of Mill Creek
User: JOSHROUNDY
File: feb 5 2016 payroll

Exception List:

<u>Rec #</u>	<u>Name</u>	<u>ID Number</u>	<u>Amount</u>	<u>D/C</u>	<u>Comments</u>
Total Batches in File:	1	Total Batches Accepted:	1	Total Batches Rejected:	0
Total Records in File:	104	Total Records Accepted:	104	Total Records Rejected:	0
Total Accepted Debit Amount:	\$0.00	Total Accepted Dollar Amount:	\$143,747.00	Total Rejected Dollar Amount:	\$0.00
Total Accepted Credit Amount:	\$143,747.00				

Payroll

Deduction Register - Totals Only

User: brooklynl
 Printed: 2/18/2016 - 10:06 AM
 Check Date Range: All
 Period End Range: 01/16/2016 to 01/31/2016
 Batch Info: All
 Deductions: MEBTA1, MEBTA2, MEBTAA, MEBTEE, MEBTER, MEBTME, MEBTMR, MEBTPS Totals Only



	Amount
MEBTA1: MEBT Add < 10% -Employee	177.97
MEBTA2: MEBT Add >10% -Employee	381.51
MEBTAA: MEBT Additional Amount	50.00
MEBTEE: MEBT - Employee	13,311.70
MEBTER: MEBT - Employer	12,683.36
MEBTME: MEBT Medicare-EE	37.30
MEBTMR: MEBT Medicare-ER	37.30
MEBTPS: MEBT PREMIUM S'S	1,897.96

Report Total: 28,577.10

< 4889.64 >
standard insurance

Total:
\$23,687.46

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/18/2016 - 9:58 AM
Check Date Range: All
Period End Range: 01/16/2016 to 01/31/2016
Batch Info: All
Deductions: FED, MEDI, MEDIRTotals Only



	<u>Amount</u>
FED: Federal Income Tax	22,229.47
MEDI: Medicare - Employee	3,062.16
MEDIR: Medicare - Employer	3,062.16
	<hr/> <hr/>
Report Total:	28,353.79
	<hr/> <hr/>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/18/2016 - 9:12 AM
Check Date Range: All
Period End Range: 01/01/2016 to 01/31/2016
Batch Info: All
Deductions: POLDUETotals Only



	<u>Amount</u>
POLDUE: Police Guild Dues	2,100.00
	<u> </u>
Report Total:	<u>2,100.00</u>
	<u> </u>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/18/2016 - 9:08 AM
Check Date Range: All
Period End Range: 01/16/2016 to 01/31/2016
Batch Info: All
Deductions: DCARE, DEFDAY, DEFHEA, HCARETotals Only



	<u>Amount</u>
DCARE: Day Care Premium \$'s	566.00
DEFDAY: Def. Day Care - EE	135.00
DEFHEA: Def Health Care-EE	888.41
HCARE: Health Care Premium \$'s	150.37
	<hr/> <hr/>
Report Total:	1,739.78
	<hr/> <hr/>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/18/2016 - 9:10 AM
Check Date Range: All
Period End Range: 01/16/2016 to 01/31/2016
Batch Info: All
Deductions: DEFICM, ICMA Totals Only



	<u>Amount</u>
DEFICM: Def ICMA - EE	585.21
ICMA: ICMA Premium S	422.73
	<hr/> <hr/>
Report Total:	1,007.94
	<hr/> <hr/>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/18/2016 - 9:14 AM
Check Date Range: All
Period End Range: 01/01/2016 to 01/31/2016
Batch Info: All
Deductions: UNIWAYTotals Only



	<u>Amount</u>
UNIWAY: United Way of Sno Co	757.26
	<hr/> <hr/>
Report Total:	757.26
	<hr/> <hr/>

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

ACCOUNT SUMMARY - contains all changes to this account as of 02/10/2016 04:50:02 PM

FUND: 100

ACCOUNT NUMBER: 186 L

BILL MONTH: 02/2016
COVERAGE MONTH: 02/2016
PAYMENT DUE BY: **02/10/2016**
CURRENT BILLING AMOUNT: \$78,783.35
PRIOR OVERAGE OR SHORTAGE: \$236.13
ADJUSTMENTS: \$0.00
TOTAL AMOUNT DUE: **\$79,019.48**

100 186 L 022016 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	02/2016	\$ <u>79,019.48</u>

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

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

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

Validator Summary Report

Validator Summary Report

Report Date: 02/17/2016
Report Time: 01:40:12 PM

Import Date: 02/17/2016
Import Time: 13:37:54
Customer: City of Mill Creek
User: JOSHROUNDY
File: feb 20 2016

Exception List:

<u>Rec #</u>	<u>Name</u>	<u>ID Number</u>	<u>Amount</u>	<u>D/C</u>	<u>Comments</u>
Total Batches in File:	1	Total Batches Accepted:	1	Total Batches Rejected:	0
Total Records In File:	133	Total Records Accepted:	133	Total Records Rejected:	0
Total Accepted Debit Amount:	\$0.00	Total Accepted Dollar Amount:	\$150,540.48	Total Rejected Dollar Amount:	\$0.00
Total Accepted Credit Amount:	\$150,540.48				



CITY COUNCIL MINUTES

January 26, 2016

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

January 26, 2016
Regular City Council Meeting
6:00 p.m.

CALL TO ORDER

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

FLAG SALUTE

Flag Salute was conducted.

ROLL CALL

Roll was called by the City Clerk with all Councilmembers present except Councilmember Bond. Mayor Pruitt noted for the record that Councilmember Bond had a family matter this evening.

MOTION: Councilmember Cavaleri made a motion to excuse Councilmember Bond, Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION:

There were no comments from the audience.

City Manager Polizzotto announced to the Council that Greg Elwin is the City's new Police Chief. Chief Elwin will start on or before March 1, 2016.

NEW BUSINESS:

Ordinance to Approve the Final Plat of Crestview Village and Resolution Accepting Right of Way Dedication on Adjacent Property

(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The owner/developer, Crestview Village 24 LLC has requested approval of the Final Plat of Crestview Village. The plat will subdivide 3.29 acres into 25 lots for single-family home development. The property is located at 2226 and 2304 132nd Street SE, just east of the Silver Lake Water and Sewer District water tank site.

The City's Hearing Examiner conducted a public hearing on the Preliminary Plat on September 25, 2014, and issued a decision approving the Preliminary Plat with conditions on October 7, 2014. Once the applicant has met the conditions of the preliminary plat, state law requires that the City Council approve a Final Plat that gets recorded and is the instrument that actually creates the lots so they can

Council Meeting Minutes
January 26, 2016
Page 2

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. The developer has four approved home permits (models) and has applied for nine additional building permits. The additional building permits cannot be issued and the homes cannot be sold until the Final Plat is approved and recorded.

1. The City is in receipt of performance bonds in the amount of \$254,600.00 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 City is in receipt of performance bonds in the amount of \$54,888.75 to provide a surety for the completion of Design Review Board approved landscape plan improvements in the plat.
3. SEPA mitigation fees have been paid to the City, Snohomish County, Fire District #7, and Everett School District.

The plat required only half of the shared access point onto 132nd Street SE to be constructed, with the remaining half to be constructed at such time that the adjacent property to the east is developed. However, in conjunction with the plat construction, the owner/developer received permission from the owner of the adjacent property to the east, Thomas E. Clemans and Deborah L. Clemans, to construct the entire access point, including the east half of the right-of-way that is off-site. The west half of the access point is being accepted by the City as public right-of-way through the Crestview Village Final Plat recording, and since the east half of the access point is outside of the property boundaries of the Final Plat, the dedication of public right-of-way must therefore be completed by a separate right-of-way dedication resolution.

Discussion.

Council and staff discussed the final plat.

MOTION: Councilmember Michelson made a motion to approve Ordinance #2016-806, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, APPROVING THE FINAL PLAT OF CRESTVIEW VILLAGE, PROJECT NO. PL2015-0023, AND ESTABLISHING AN EFFECTIVE DATE, Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

MOTION: Councilmember Todd made a motion to approve Resolution #2016-537, A RESOLUTION OF THE CITY OF MILL CREEK, WASHINGTON, ACCEPTING THE DEDICATION OF LAND FOR PUBLIC RIGHT-OF-WAY PURPOSES ON A PORTION OF THE PROPERTY LOCATED AT 2318 132ND STREET SE FROM THOMAS E. CLEMANS AND DEBORAH L. CLEMANS FOR THE CRESTVIEW VILLAGE PRELIMINARY PLAT/PLANNED AREA DEVELOPMENT, Councilmember Michelson seconded the motion. The motion passed unanimously.

Council Meeting Minutes
January 26, 2016
Page 3

Lean Implementation and Customer Service Kaizen
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The City began implementation of a continuous process improvement program in June, 2015. To facilitate implementation of this program, the City has partnered with the State Auditor's Office to implement the Lean Management System. This management system is tailored to **government** services. The goal of Lean is to have employees identify inefficient processes and make recommendations for improvements that will result in resource savings. The first step in the implementation of the Lean Management System was to provide training to all of the City's managers and directors. Next, several City employees received the training. The Leadership Team then identified the first service/process to be reviewed under the Lean system. The Team selected the customer service functions for review. Finally, the City was ready to conduct the first Kaizen which occurred during the week of December 7, 2015. Staff participating in the Kaizen took the work seriously and worked extremely hard to develop recommendations for consideration.

Discussion.

Council and staff discussed the lean implementation and the recent Kaizen. The lean team reviewed the recommendations of the program to the Council. The Council liked the recommendations and agreed to move forward.

Proposed Implementation of a Traffic Safety Program
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The City Council has expressed concerns regarding various traffic safety issues throughout the City. Such concerns include lack of police presence in school zones, speeding, and traffic congestion at intersections such as Bothell Everett Hwy/164th. The staff has spent several months researching options and will present their recommendations at the meeting.

Discussion.

The Council and staff discussed the implementation of a traffic unit. The City Manager recommends forming a dedicated traffic unit to address community concerns regarding traffic safety in Mill Creek. The unit can be funded within the existing budget at minimal additional cost.

MOTION: At 8:30 p.m., Councilmember Todd made a motion to extend the meeting to 9:00 p.m., Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

The Council and staff continued the discussion and asked questions about the traffic unit. The Council decided to wait until Councilmember Bond could join the next Council meeting to participate in the discussion.

MOTION: At 9:00 p.m., Councilmember Cavaleri made a motion to extend the meeting to 9:30 p.m., Councilmember Kelly seconded the motion. The motion passed unanimously.

Council Meeting Minutes
January 26, 2016
Page 4

Council asked that this agenda item be brought back to the next meeting on February 2, 2016.

Supplemental Appointments: 2016 Council Liaison Positions
(*Rebecca C. Polizzotto, City Manager*)

The following agenda summary information was presented:

Pursuant to the City of Mill Creek's Governance Manual, the City Council is to select individual council liaison roles to regional bodies, and community organizations, based upon the desire, qualifications and skills of interested Councilmembers. It is the duty of staff and Council who represent the City to advocate positions that are consistent with City policies, projects and plans. (See section 1.3.5, 1.3.6 and 1.3.7 of the City of Mill Creek Manual of City Governance). It is customary for the Council to renew and/or revise liaison appointments at the beginning of a calendar year. At their January 5, 2016 meeting, the City Council reviewed and updated such appointment list. Since that meeting, supplemental appointments have come to the attention of the City Manager. The additional appointments are: (1) SERS; (2) AWC Scholarship Committee; and (3) SCCIT.

Discussion.

The Council made appointments to SERS, AWC Scholarship Committee and SCCIT.

CONSENT AGENDA

Approval of Checks #54805 through #54873 and ACH Wire Transfers in the Amount of \$325,664.90
(*Audit Committee: Mayor Pro Tem Holtzclaw and Councilmember Todd*)

Payroll and Benefit ACH Payments in the Amount of \$276,245.48
(*Audit Committee: Mayor Pro Tem Holtzclaw and Councilmember Todd*)

City Council Meeting Minutes of January 5, 2016

City Council Meeting Minutes of January 12, 2016

There were no exceptions from the audit committee.

MOTION: Councilmember Todd made a motion to approve the consent agenda, Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

REPORTS

Mayor Pruitt reported that Representative Harmsworth is trying to secure \$278,000 for the City's new public works building.

Mayor Pro Tem Holtzclaw reported that the Snohomish County Tomorrow Steering Committee meeting was canceled this month.

City Manager Polizzotto stated that due to the late hour, there will be no executive session this evening.

Council Meeting Minutes
January 26, 2016
Page 5

AUDIENCE COMMUNICATION:

There were no comments from the audience.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:27 p.m.

Pam Pruitt, Mayor

Kelly M. Chelin, City Clerk



CITY COUNCIL MINUTES

February 2, 2016

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

February 2, 2016
Regular City Council Meeting
6:00 p.m.

CALL TO ORDER

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

FLAG SALUTE

Flag Salute was conducted.

ROLL CALL

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

AUDIENCE COMMUNICATION:

Wil Nelson
15429 29th Drive SE
Mill Creek, Washington 98012

Mr. Nelson relayed to the Council that he disagrees with the implementation of a City traffic unit.

Peter Lalic
3223 150th Place SE
Mill Creek, Washington 98012

Mr. Lalic told the Council that he is a Sunrise resident of 22 years. He spoke in favor of the traffic unit and urged the Council to move forward with the implementation.

NEW BUSINESS:

Construction Contract Award for the 2016 City Hall Annex Building Tenant Improvement Project (If approved, would take Resolution #2016-538)
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

On September 1, 2015, the City Manager presented the City Hall expansion and space planning concept to the City Council. A key component was the relocation of staff to the first floor of the Annex building, which requires some tenant improvements to create new work areas for planning, building and engineering staff.

Council Meeting Minutes
February 2, 2016
Page 2

The scope of work for the 2016 City Hall Annex Building Tenant Improvement Project includes demolition and carpet removal, painting, construction of new walls and a lobby counter, electrical and HVAC work and installation of new lighting and fire suppression systems. Additional work will be done by City maintenance crews and other outside vendors.

The project was advertised for bids for three weeks in the Daily Journal of Commerce, the Everett Herald and through the Builder’s Exchange contractor plan center. Five lump sum bids were received and opened on January 22, 2016, and results are summarized below.

Contractor	Bid Amount
Collaborative Construction Solutions, LLC	\$106,617.89
Accord Contractors	\$108,217.43
Talakai Construction, LLC	\$112,528.81
K&K Construction, LLC	\$120,175.85
Coultas General Contracting	\$146,299.98

Collaborative Construction Solutions, LLC (CCS) submitted the lowest responsive and responsible bid in the total amount of \$106,617.89. The architect’s estimate was \$110,000. This cost was included in the space planning budget presented to the Council in September.

CCS is a relatively new firm based out of Lynnwood. However, the owner and key management staff are from larger construction companies that have been doing business with government agencies for 20 to 30 years. CCS has also recently worked on similar building projects in the City of Kettle Falls, Washington, as well as out of state agencies.

Reference checks provided glowing reviews, citing ease to work with during changes and attention to detail. City staff verified that the contractor understands the job conditions and time restrictions, and can meet the insurance and bonding requirements. The contractor is ready to begin work as soon as possible and the project is expected to take approximately four weeks.

Discussion.

The Council discussed the tenant improvements.

Contract Award for the City Hall/Police Department & Annex Building Card Entry System (If approved, would take Resolution #2016-539)
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The card entry system is used by City staff to control access to certain doors within City Hall and the Police Department. The current system is several years old, reached its end-of-life and is in need of upgrade. As part of the expansion to the Annex Building and reconfiguration of City Hall, additional doors need to be added to the card entry system.

The current system operates 14 doors within the City Hall/Police Department building. With the expansion to the Annex Building and adding additional carded doors in City Hall, we anticipate the system will need to operate 33 doors.

Council Meeting Minutes
February 2, 2016
Page 3

Requests for proposals were advertised for two weeks in the Everett Herald. Five proposals were received and opened on December 18 and the price results are summarized below:

Contractor	Proposal Amount
TEKNON Corporation	\$63,681.96
LONG Building Technologies, Inc.	\$84,168.00
RFI	\$84,193.21
Building Control Systems, Inc.	\$88,522.36
Convergent Technologies	\$133,755.00

Proposals were scored based on price (35%), responsiveness to RFP (15%) and ability to perform required services (50%). Proposals were reviewed and scored by James Busch, Information Technology Director, Tom Gathmann, Facilities, Parks & Recreation Director and Nathan Beagle, Public Works Supervisor.

TEKNON Corporation scored the highest and was also the lowest proposal in the amount of \$63,681.96. TEKNON is a low voltage contractor that incorporated in Washington State in 1984 specializing in network cabling and has since expanded into additional markets such as card entry systems. Customers include Microsoft and Amazon. Staff has verified references and believes TEKNON can perform the required services and provide ongoing support.

As a cost-savings measure, when installing the new system TEKNON recommends reusing as much existing card access system hardware and cabling as possible. However, if they encounter any problems with the existing equipment or cabling, we will need to issue a change order to replace the faulty equipment or cabling.

The cost for this project was included in the space planning budget presented to the Council in September.

Discussion.

The Council discussed the building card entry system.

Contract Award for the City Hall/Police Department and Annex Building Network Cabling Project (If adopted, would take Resolution #2016-540)
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

On September 1, 2015, the City Manager presented the City Hall expansion and space planning concept to the City Council. A key component was the relocation of staff to the first floor of the Annex Building, which requires some tenant improvements to create new work areas for planning, building and engineering staff. Additionally, space in City Hall will be repurposed and staff will be moved to new locations. To accommodate these changes, computer network cabling will need to be installed in both City Hall and the Annex Building.

The project was bid out to three computer network cabling companies: Evergreen Technologies Inc., Castle Cable Inc. and Olympic Security & Communications Systems. Evergreen Technologies Inc.

Council Meeting Minutes
February 2, 2016
Page 4

submitted the lowest responsive and responsible bid in the amount of \$18,500.48 for the Annex Building and \$6,071.84 for the City Hall.

Parent company Evergreen Power Systems was founded in 1979 and formed Evergreen Technologies in 1990 to serve the needs of its computer network cabling clients. Customers include: Pemco, Valley Medical Center, Group Health and the Bellevue School District. The vendor is ready to begin work as soon as receiving our approval to proceed.

The cost for this project was included in the space planning budget presented to the Council in September.

Discussion.

The Council discussed the network cabling.

MOTION: Councilmember Cavaleri made a motion to approve Resolution #2016-538, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE 2016 CITY HALL ANNEX BUILDING TENANT IMPROVEMENT PROJECT, Councilmember Todd seconded the motion. The motion passed unanimously.

MOTION: Councilmember Michelson made a motion to approve Resolution #2016-539, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE CITY HALL/POLICE DEPARTMENT & ANNEX BUILDING CARD ENTRY SYSTEM PROJECT, Councilmember Cavaleri seconded the motion. The motion passed unanimously.

MOTION: Councilmember Todd made a motion to approve Resolution #2016-540, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDDING THE CONTRACT FOR THE 2016 CITY HALL/POLICE DEPARTMENT & ANNEX BUILDING NETWORK CABLING PROJECT, Councilmember Michelson seconded the motion. The motion passed unanimously.

OLD BUSINESS:

Discussion: Proposed Traffic Safety Program
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto relayed to the Council that this was a continuation of the discussion from the last meeting. She also explained that the purchase of a total station will be delayed to a future meeting for further discussion. Council engaged in a discussion about the traffic unit.

MOTION: Councilmember Kelly made a motion to purchase a motorcycle for the traffic unit, not to exceed \$25,000, and for transparency includes \$5,000 for outfitting, Councilmember Bond seconded the motion.

Council Meeting Minutes
February 2, 2016
Page 5

Council discussed the motion.

MOTION VOTE: The motion passed 6-1-0 with Councilmember Michelson opposed.

REPORTS

Councilmember Todd reported on the AWC Legislative Conference he attended.

City Manager Polizzotto reported that the Council retreat is scheduled for Saturday, February 20, 2016. She also asked the Council if they would like to cancel the February 9 Council meeting due to the upcoming retreat and no agenda items are scheduled. The Council agreed to cancel the February 9 meeting. The Council also discussed possible retreat topics.

MOTION: Councilmember Michelson made a motion to cancel the February 9, 2016 meeting due to the workload, Councilmember Cavaleri seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION:

Wil Nelson
15429 29th Drive SE
Mill Creek, Washington 98012

Mr. Nelson spoke again about the traffic unit and different crosswalks in the City as well as traffic issues.

Peter Lalic
3223 150th Place SE
Mill Creek, Washington 98012

Mr. Lalic also spoke again about traffic issues in the City.

ADJOURNMENT

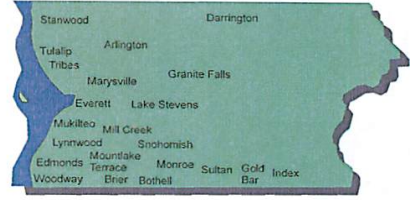
With no objection, Mayor Pruitt adjourned the meeting at 8:29 p.m.

Pam Pruitt, Mayor

Kelly M. Chelin, City Clerk

Snohomish County Tomorrow

A GROWTH MANAGEMENT ADVISORY COUNCIL



STEERING COMMITTEE
Wednesday, February 24, 2016
Snohomish County East Administration Building – Public Meeting Room 1 (F103)
6:00 p.m. to 8:00 p.m.

AGENDA

1. Call to Order, Roll Call and Opening Items (5 min.)
 - a. Introductions/Roll Call (Co-chair)
 - b. Citizen Comments (Co-chair)
2. Approval of Meeting Minutes (12-2-15) (Co-chair)
3. Update Items (15 min.)
 - a. Summary of January & February PSRC Board Actions and Activities (Ben Brackett, 5 min.)
 - b. Economic Alliance Snohomish County (Glenn Coil, 5 min.)
 - c. PSRC Federal Funding: STP/CMAQ (Fogard, 5 min.)
4. Action Items (30 min.)
 - a. Election of Officers (Co-chair, 5 min.)
 - b. PSRC Regional Staff Committee Alternate for cities (Co-chair, 10 min.)
 Dave Koenig, Paul Krauss, Eddie Low
 - c. Agenda Bill; Reappointment of Citizen Representatives (Co-chair, 5 min.)
 Francesca Hillery Linda Hoult Bruce Angell
 - d. Approve Application for Community Advisory Board Member: Linda Wills (Co-chair, 5 min.)
 - e. Agenda Bill: 2016 Work Program (Cynthia Pruitt, 5 min.)
5. Briefings, Discussion Items (61 min.)
 - a. PSRC Subregional Centers (Sara Maxana, 20 min.)
 - b. City of Marysville Comprehensive Plan (Dave Koenig, 20 min.)
 - c. Sound Transit 3 (Patrice Hardy, 20 min.)
 - d. Coordinator's Report (Cynthia Pruitt, 1 min.)
 1. 2016 Meeting Schedule
6. Future Agenda Items
 - PSRC Regional Centers Framework (Feb)
 - Alliance for Housing Affordability Update (Quarterly)
 - Economic Alliance Snohomish County (Monthly)
 - Members' GMA 2015 Comprehensive Plan Updates (Monthly)
 - PSRC Federal Funding projects; STP/CMAQ (Mar-June)
 - Sound Transit 3 Update (TBD)
 - Public Works Assistance Fund (TBD)
 - Arlington-Marysville MIC (TBD)
 - Eastside Rail (TBD)
 - SCT Role; Disaster Recovery (TBD)
 - Vision 2040 Schedule Update (TBD)
7. Next Meeting Date
 March 23, 2016; 6:00-8:00 pm
8. Adjournment (Co-chair)

The SCT Steering Committee is seeking nominations for Community Advisory Board members. Any citizen residing in Snohomish County may apply by contacting Cynthia Pruitt, SCT Coordinator at 425-388-3185 for an application.

Steering Committee members please notify Leigh Mackie by Tuesday, February 23 if you are unable to attend: (425) 388-3311 x2157 or leigh.mackie@snoco.org. Thank you.



MEMORANDUM

TO: Rebecca C. Polizzotto, City Manager

FROM: Joshua Roundy, Finance Director

DATE: February 19, 2016

RE: Financial Report as of **December 31, 2015**
(Relating actual performance to the biennial budget ending December 31, 2016)

General Fund:

Fund balance at the end of December was \$6,167,991. For the same period in the prior year, the ending fund balance was \$6,589,521. Year-to-date expenses were \$12.208 million with year-to-date revenues of \$11.786 million. Therefore, the 2015 actual deficit was \$421,530 compared to the budgeted 2015 deficit of approximately \$867,450. Accordingly, the City was able to reduce its budgeted 2015 deficit by approximately \$445,920.

Revenues (see General Fund Revenue Report and related graphs):

Total General Fund Revenues exceeded budget projections by \$52,462. The City continues to do well in the revenue categories of sales tax and development fee revenue.

Regular and EMS Property Tax Revenue were slightly under projection by \$14,871.

Sales tax continued to exceed projections by \$159,346.

License and Permit revenue exceeded budget projections by \$48,942.

Intergovernmental and Grant revenues were \$5,343 under budget projections.

Charges for Services exceeded budget projections by \$137,386. Passport and Development Fee activity continued at very strong levels. Total passport revenue generated was \$250,960, or \$38,460 over budget. This equates to processing approximately 1500 more passports than planned for.

Fines and Miscellaneous Revenue was \$120,654 under budget. Traffic infractions and investment interest revenues continue to lag behind budget projections.

REET transfers were \$160,000. Transfers were suspended at the request of Council but are included in the Total General Fund Revenue Graph. Without transfers included, the General Fund deficit is further reduced to \$212,462.

Memorandum
Financial Report as of December 31, 2015
Page 2

Expenditures (see General Fund Expenditure Report and related graphs):

Total General Fund expenses were 47.9%, or \$447,112 under budget through December.

Other Revenues:

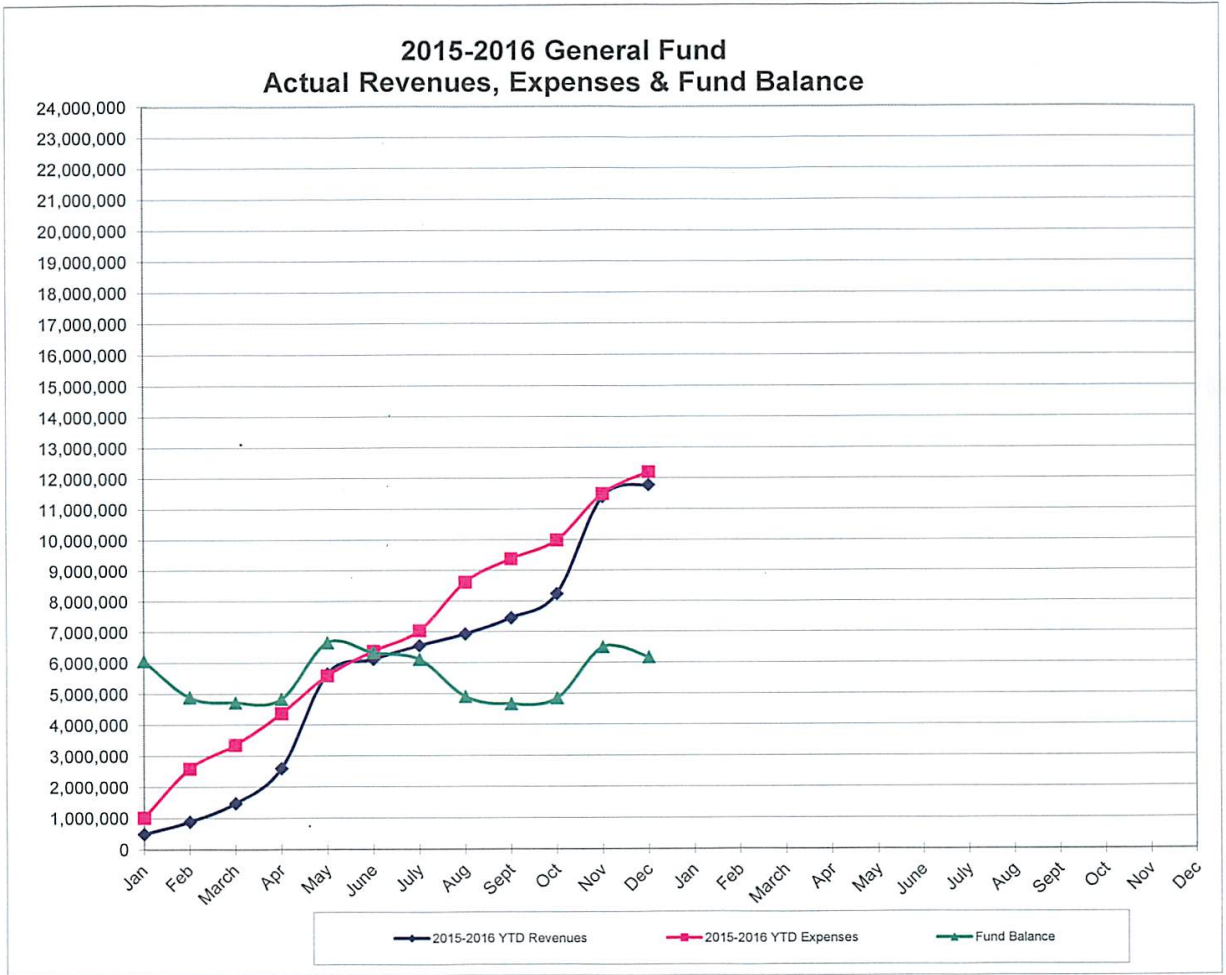
REET is 79.14% collected, exceeding budget projections by \$419,547.

Park mitigation and road mitigation revenues also exceeded budget projections. Park mitigation revenue is 63.69% collected and road improvement mitigation is 118.63% collected.



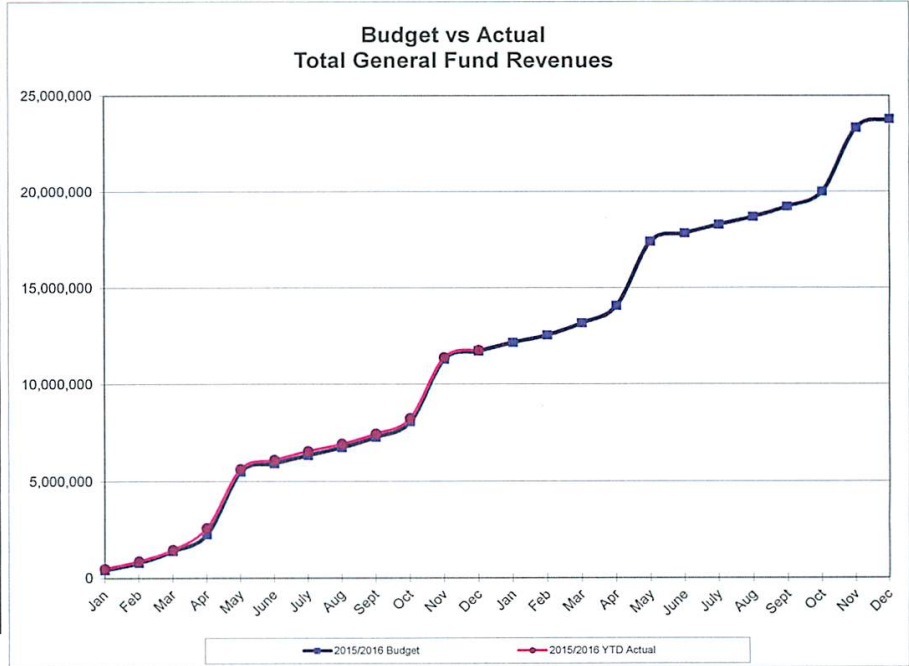
Approved

Month	2015-2016 YTD Revenues	2015-2016 YTD Expenses	Fund Balance
Jan	498,453	1,020,434	6,067,540
Feb	888,356	2,589,195	4,888,681
March	1,477,497	3,350,515	4,716,502
Apr	2,600,618	4,363,653	4,826,486
May	5,649,205	5,584,091	6,654,635
June	6,117,974	6,372,560	6,334,934
July	6,556,574	7,039,286	6,106,809
Aug	6,931,719	8,617,609	4,903,632
Sept	7,454,298	9,376,688	4,667,131
Oct	8,242,928	9,986,026	4,846,423
Nov	11,404,037	11,495,950	6,497,608
Dec	11,786,601	12,208,131	6,167,991
Jan			
Feb			
March			
Apr			
May			
June			
July			
Aug			
Sept			
Oct			
Nov			
Dec			



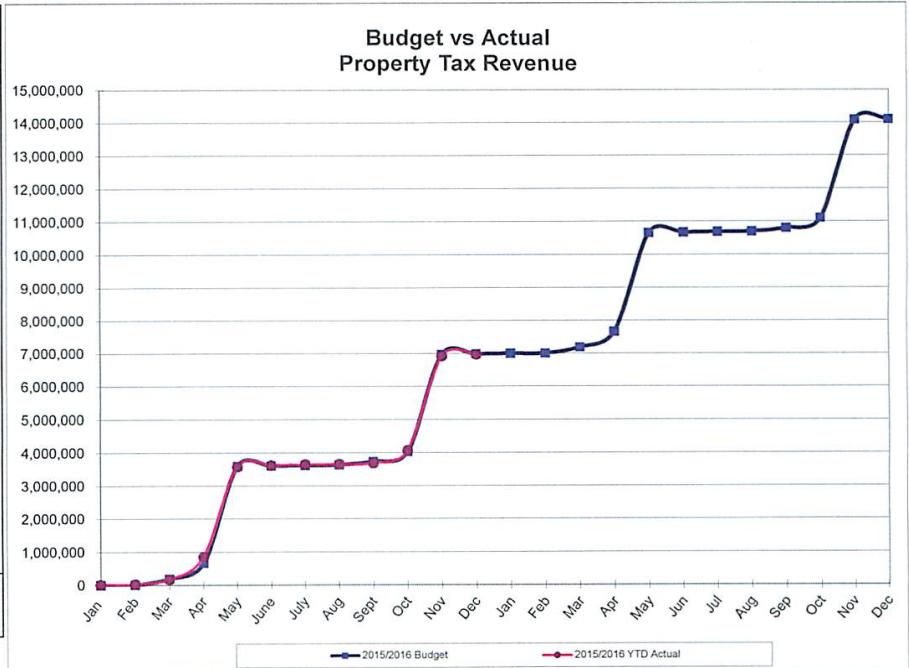
Total General Fund Revenues

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	426,231	498,453
Feb	792,238	888,356
Mar	1,404,547	1,477,497
Apr	2,270,336	2,600,618
May	5,512,894	5,649,205
June	5,935,487	6,117,974
July	6,352,897	6,556,574
Aug	6,745,742	6,931,719
Sept	7,273,898	7,454,298
Oct	8,055,817	8,242,928
Nov	11,307,099	11,404,037
Dec	11,734,138	11,786,601
Jan	12,182,788	
Feb	12,561,664	
Mar	13,187,188	
Apr	14,081,538	
May	17,388,938	
June	17,822,289	
July	18,263,367	
Aug	18,668,171	
Sept	19,209,517	
Oct	20,007,403	
Nov	23,323,917	
Dec	23,762,157	
YTD over (under) Budget		52,462
Actual % of YTD Budget		100.4%
% of Total Budget Collected		49.6%



REGULAR & EMS PROPERTY TAX

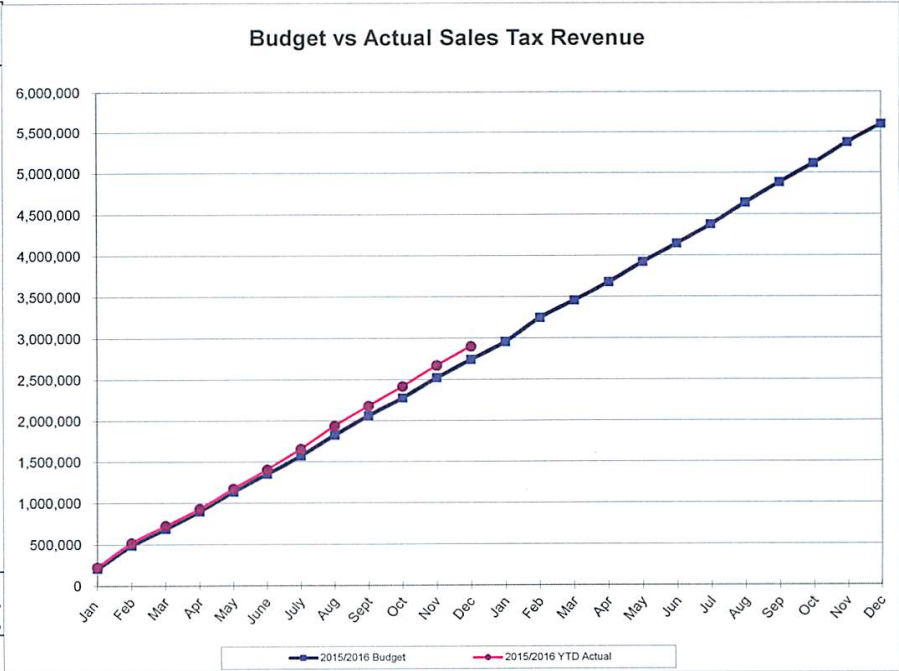
Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	13,972	29,284
Feb	20,958	39,882
Mar	202,594	186,705
Apr	670,656	866,294
May	3,604,776	3,594,032
June	3,618,748	3,633,605
July	3,632,720	3,656,226
Aug	3,646,692	3,667,985
Sept	3,744,496	3,700,064
Oct	4,037,908	4,077,658
Nov	6,972,028	6,922,224
Dec	6,986,000	6,971,129
Jan	7,000,228	
Feb	7,007,343	
Mar	7,192,311	
Apr	7,668,961	
May	10,656,916	
Jun	10,671,144	
Jul	10,685,373	
Aug	10,699,601	
Sep	10,799,199	
Oct	11,097,995	
Nov	14,085,950	
Dec	14,100,178	
YTD over (under) Budget		(14,871)
Actual % of YTD Budget		99.8%
% of Total Budget Collected		49.4%



General Fund Revenues

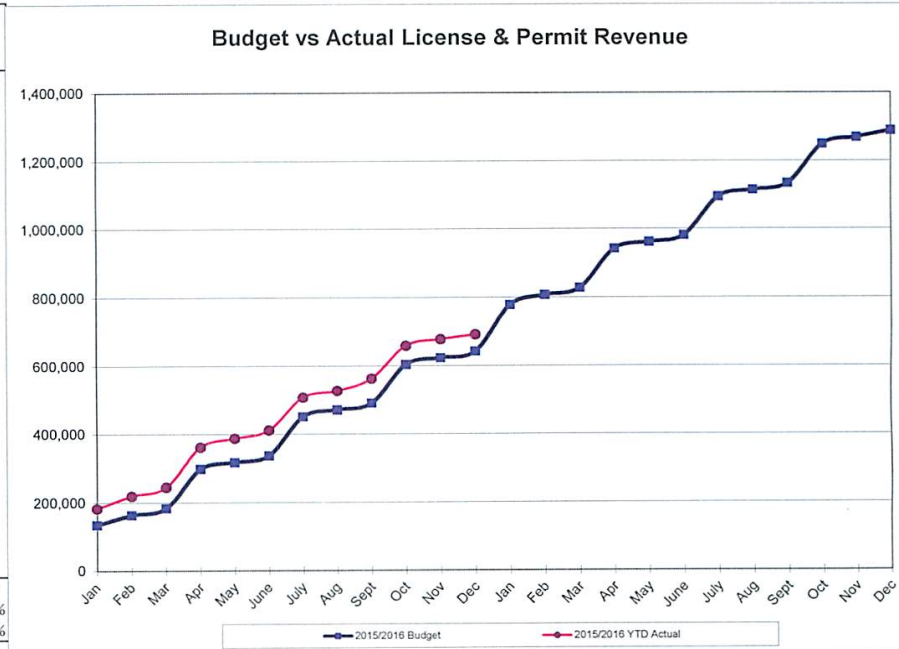
RETAIL, PUBLIC SAFETY & CRIMINAL JUSTICE SALES TAX

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	208,919	228,176
Feb	486,459	518,173
Mar	686,888	725,433
Apr	899,545	929,224
May	1,135,597	1,173,708
June	1,350,651	1,405,913
July	1,572,428	1,657,376
Aug	1,825,059	1,936,034
Sept	2,061,844	2,180,027
Oct	2,278,581	2,416,925
Nov	2,523,351	2,672,116
Dec	2,742,852	2,902,198
Jan	2,960,456	
Feb	3,249,541	
Mar	3,458,292	
Apr	3,679,790	
May	3,925,649	
Jun	4,149,645	
Jul	4,380,643	
Aug	4,643,782	
Sep	4,890,404	
Oct	5,116,142	
Nov	5,371,114	
Dec	5,600,000	
YTD over (under) Budget		159,346
Actual % of YTD Budget		105.8%
% of Total Budget Collected		51.8%



LICENSES & PERMITS

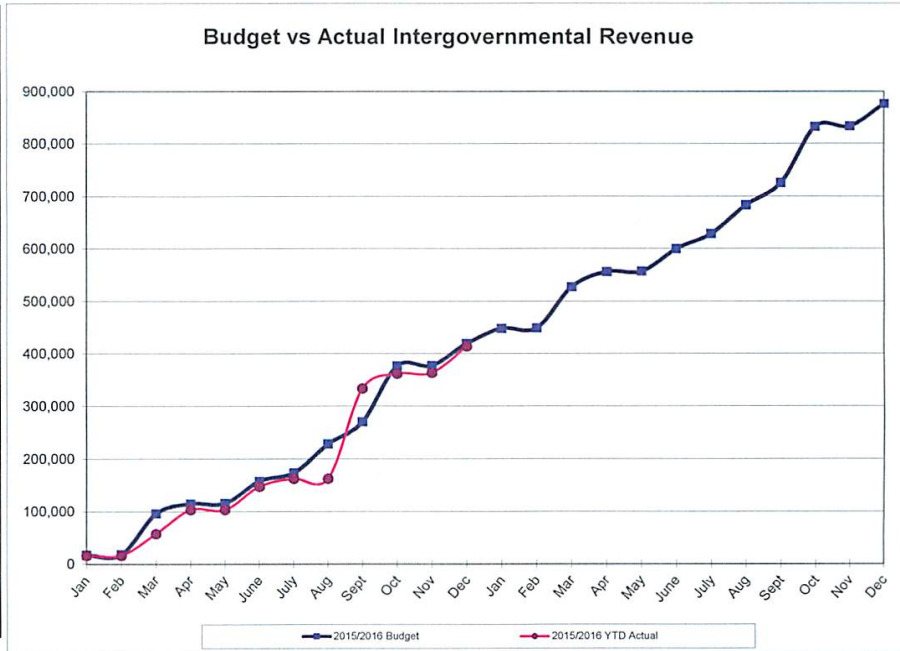
Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	134,964	183,355
Feb	163,664	219,590
Mar	184,051	245,371
Apr	298,400	362,227
May	318,005	387,423
June	337,615	411,457
July	451,614	507,937
Aug	471,225	526,795
Sept	490,835	563,003
Oct	604,834	660,033
Nov	624,445	679,319
Dec	644,055	692,997
Jan	779,019	
Feb	807,719	
Mar	828,106	
Apr	942,455	
May	962,065	
June	981,674	
July	1,095,673	
Aug	1,115,283	
Sept	1,134,892	
Oct	1,248,891	
Nov	1,268,500	
Dec	1,288,110	
YTD over (under) Budget		48,942
Actual % of YTD Budget		107.6%
% of Total Budget Collected		53.8%



General Fund Revenues

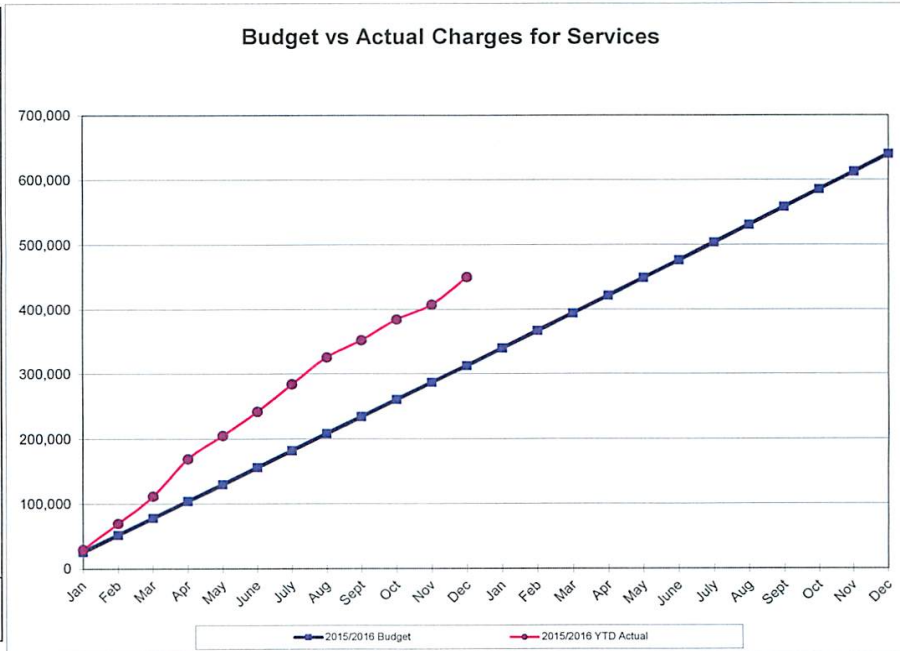
INTERGOVERNMENTAL & GRANTS

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	16,553	15,897
Feb	17,512	15,897
Mar	95,545	57,048
Apr	114,443	102,878
May	115,402	102,878
June	157,535	147,414
July	173,374	162,460
Aug	228,183	162,460
Sept	270,316	333,236
Oct	376,265	361,431
Nov	377,223	363,023
Dec	419,357	414,013
Jan	448,191	
Feb	449,149	
Mar	527,547	
Apr	556,382	
May	557,340	
June	599,838	
July	628,672	
Aug	683,481	
Sept	725,978	
Oct	832,313	
Nov	833,271	
Dec	875,769	
YTD over (under) Budget		(5,343)
Actual % of YTD Budget		98.7%
% of Total Budget Collected		47.3%



CHARGES FOR SERVICES

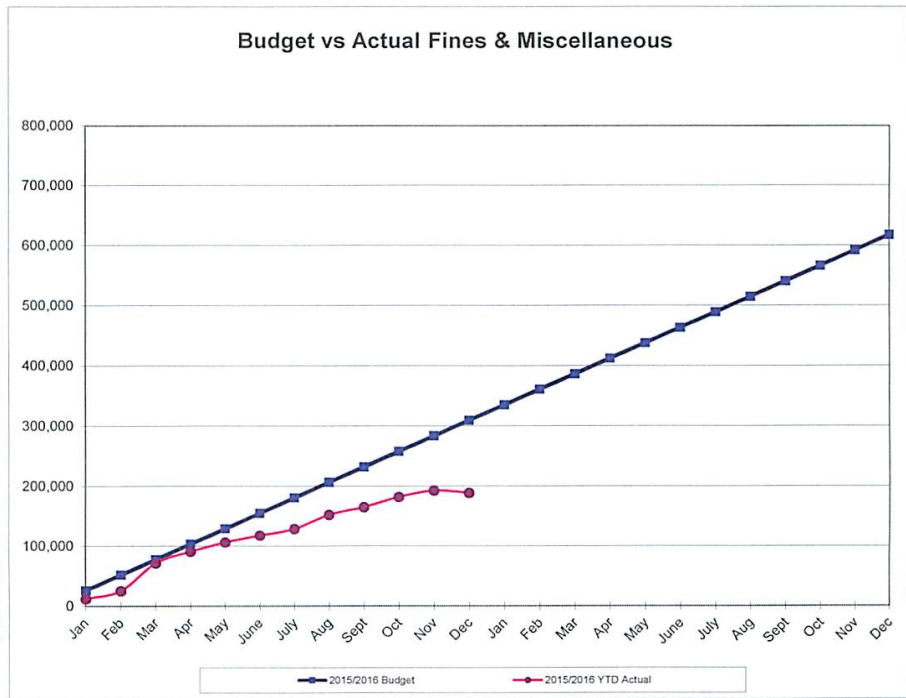
Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	26,073	29,820
Feb	52,146	69,851
Mar	78,219	111,849
Apr	104,292	169,625
May	130,365	205,140
June	156,438	242,037
July	182,510	284,168
Aug	208,583	325,884
Sept	234,656	352,572
Oct	260,729	384,631
Nov	286,802	407,655
Dec	312,875	450,261
Jan	340,144	
Feb	367,413	
Mar	394,681	
Apr	421,950	
May	449,219	
June	476,488	
July	503,756	
Aug	531,025	
Sept	558,294	
Oct	585,563	
Nov	612,831	
Dec	640,100	
YTD over (under) Budget		137,386
Actual % of YTD Budget		143.9%
% of Total Budget Collected		70.3%



General Fund Revenues

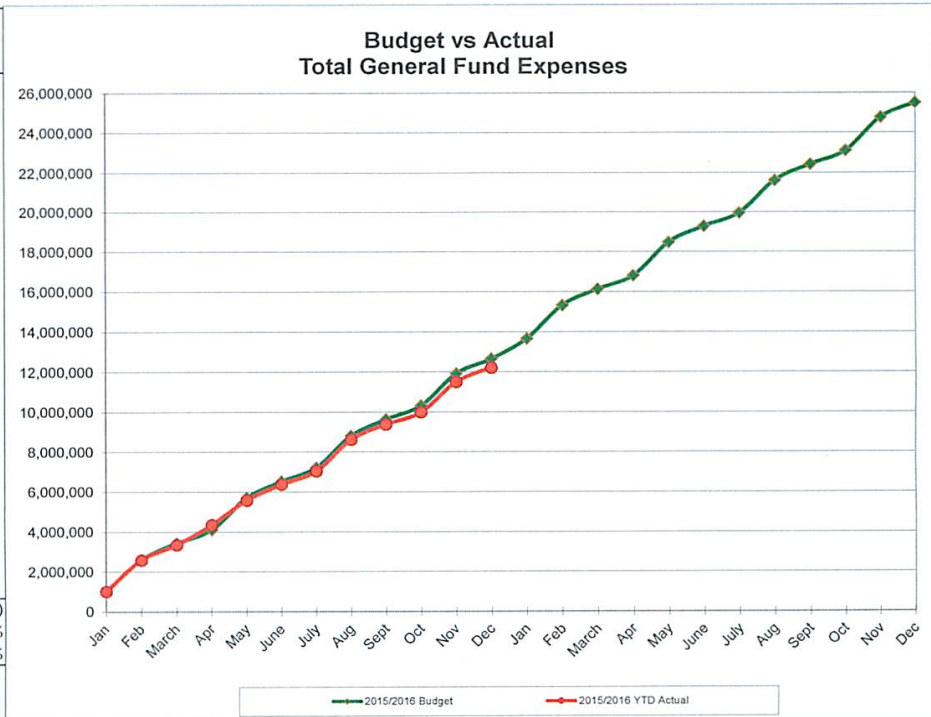
FINES & MISCELLANEOUS

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	25,750	11,920
Feb	51,500	24,961
Mar	77,250	71,086
Apr	103,000	90,351
May	128,750	105,907
June	154,500	117,169
July	180,250	128,098
Aug	206,000	151,812
Sept	231,750	164,745
Oct	257,500	181,594
Nov	283,250	192,170
Dec	309,000	188,346
Jan	334,750	
Feb	360,500	
Mar	386,250	
Apr	412,000	
May	437,750	
June	463,500	
July	489,250	
Aug	515,000	
Sept	540,750	
Oct	566,500	
Nov	592,250	
Dec	618,000	
YTD over (under) Budget		(120,654)
Actual % of YTD Budget		61.0%
% of Total Budget Collected		30.5%



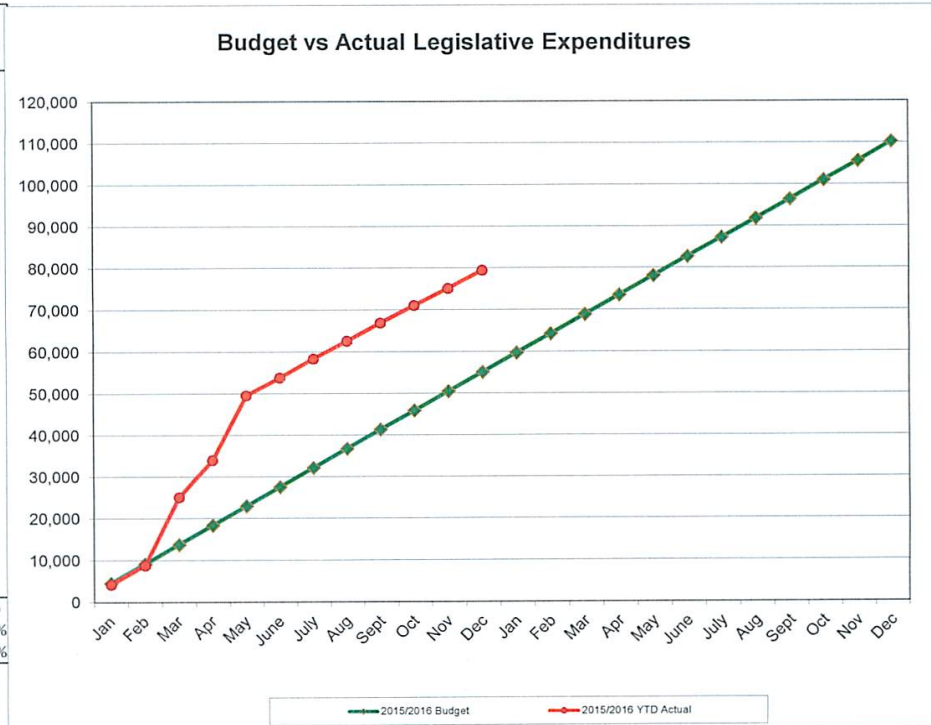
Total General Fund Expenses

Month	2015/2016	
	Budget	YTD Actual
Jan	1,010,405	1,020,434
Feb	2,602,914	2,589,195
March	3,423,759	3,350,515
Apr	4,113,374	4,363,653
May	5,705,883	5,584,091
June	6,526,728	6,372,560
July	7,216,342	7,039,286
Aug	8,808,852	8,617,609
Sept	9,629,697	9,376,688
Oct	10,319,311	9,986,026
Nov	11,916,820	11,495,950
Dec	12,655,243	12,208,131
Jan	13,666,639	
Feb	15,327,940	
March	16,135,419	
Apr	16,811,666	
May	18,472,967	
June	19,280,445	
July	19,956,693	
Aug	21,617,994	
Sept	22,425,472	
Oct	23,101,720	
Nov	24,770,846	
Dec	25,497,077	
YTD over (under) Budget		(447,112)
YTD Actual % of YTD Budget		96.5%
% of Total Budget Expended		47.9%



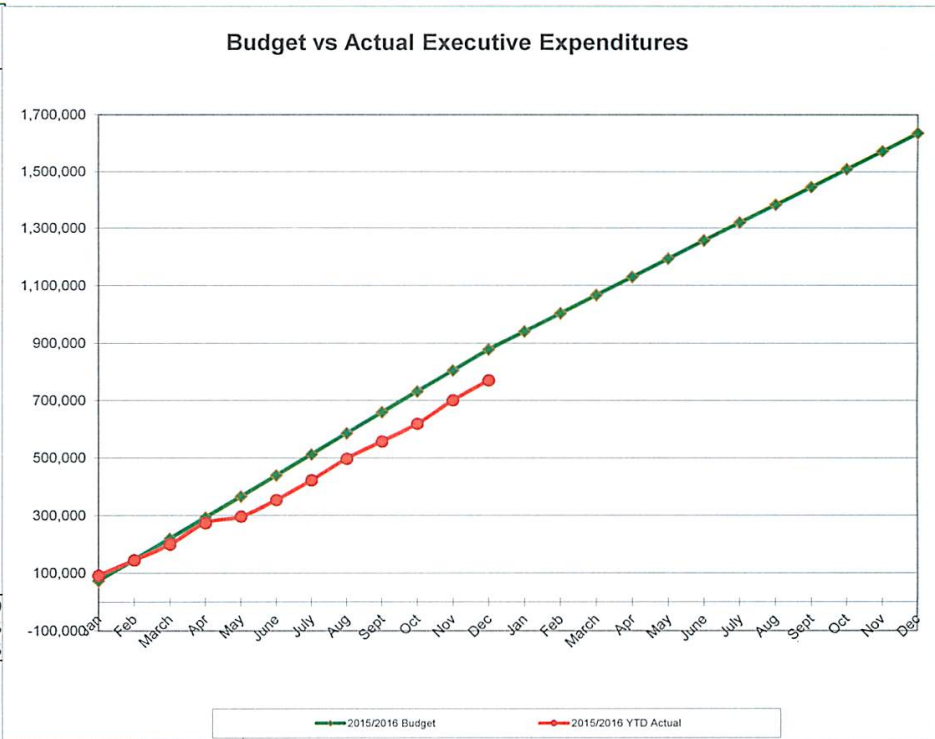
LEGISLATIVE

Month	2015/2016	
	Budget	YTD Actual
Jan	4,592	4,290
Feb	9,183	8,824
Mar	13,775	25,080
Apr	18,366	34,012
May	22,958	49,538
June	27,549	53,812
July	32,141	58,335
Aug	36,732	62,560
Sept	41,324	66,864
Oct	45,915	71,011
Nov	50,507	75,089
Dec	55,098	79,408
Jan	59,689	
Feb	64,281	
Mar	68,872	
Apr	73,464	
May	78,055	
June	82,647	
July	87,238	
Aug	91,829	
Sept	96,421	
Oct	101,012	
Nov	105,604	
Dec	110,195	
YTD over (under) Budget		24,310
YTD Actual % of YTD Budget		144.1%
% of Total Budget Expended		72.1%



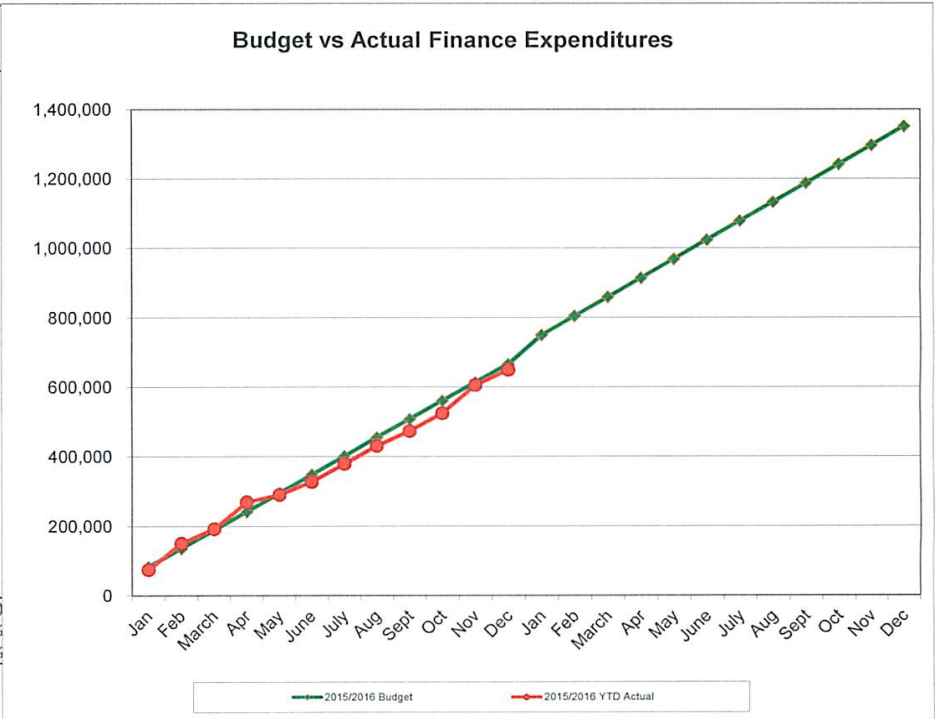
EXECUTIVE

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	73,224	91,839
Feb	146,448	144,658
March	219,672	199,508
Apr	292,895	273,650
May	366,119	296,160
June	439,343	354,034
July	512,567	422,950
Aug	585,791	497,444
Sept	659,015	557,597
Oct	732,238	619,087
Nov	805,462	701,035
Dec	878,686	770,861
Jan	941,712	
Feb	1,004,737	
March	1,067,763	
Apr	1,130,789	
May	1,193,814	
June	1,256,840	
July	1,319,866	
Aug	1,382,891	
Sept	1,445,917	
Oct	1,508,943	
Nov	1,571,968	
Dec	1,634,994	
YTD over (under) Budget		(107,825)
YTD Actual % of YTD Budget		87.7%
% of Total Budget Expended		47.1%



FINANCE

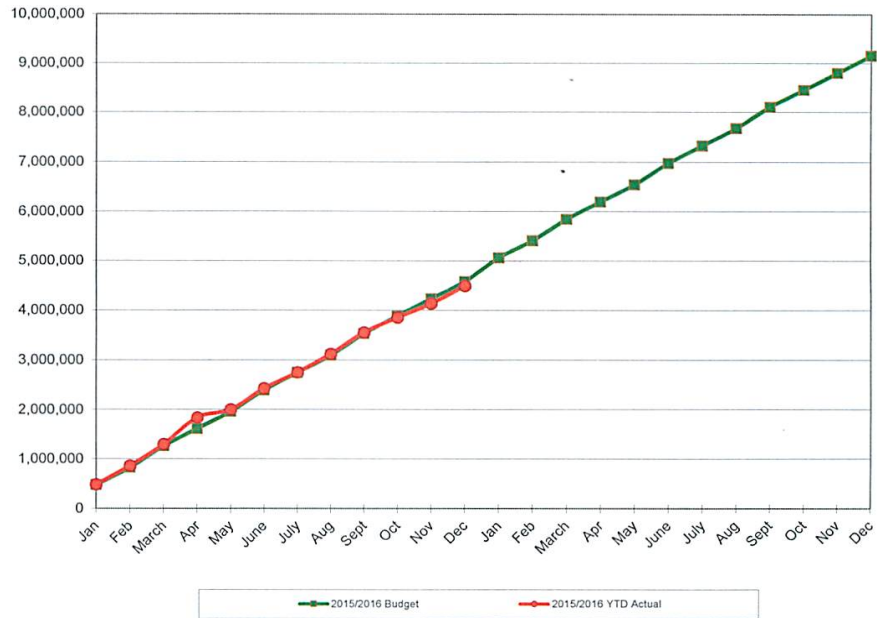
Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	83,007	74,941
Feb	136,013	150,824
March	189,020	192,731
Apr	242,027	269,815
May	295,033	290,604
June	348,040	327,696
July	401,047	379,582
Aug	454,054	430,825
Sept	507,060	473,127
Oct	560,067	524,327
Nov	613,074	605,563
Dec	666,080	649,525
Jan	750,673	
Feb	805,267	
March	859,860	
Apr	914,453	
May	969,046	
June	1,023,639	
July	1,078,232	
Aug	1,132,825	
Sept	1,187,418	
Oct	1,242,012	
Nov	1,296,605	
Dec	1,351,198	
YTD over (under) Budget		(16,556)
YTD Actual % of YTD Budget		97.5%
% of Total Budget Expended		48.1%



POLICE

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	477,888	485,904
Feb	828,225	862,983
March	1,260,984	1,299,085
Apr	1,611,320	1,839,547
May	1,961,657	2,002,147
June	2,394,416	2,427,525
July	2,744,753	2,749,616
Aug	3,095,089	3,118,080
Sept	3,527,848	3,550,326
Oct	3,878,185	3,849,739
Nov	4,228,521	4,131,287
Dec	4,578,858	4,488,576
Jan	5,057,987	
Feb	5,408,211	
March	5,840,857	
Apr	6,191,081	
May	6,541,305	
June	6,973,951	
July	7,324,175	
Aug	7,674,399	
Sept	8,107,045	
Oct	8,457,269	
Nov	8,807,492	
Dec	9,157,716	
YTD over (under) Budget		(90,282)
YTD Actual % of YTD Budget		98.0%
% of Total Budget Expended		49.0%

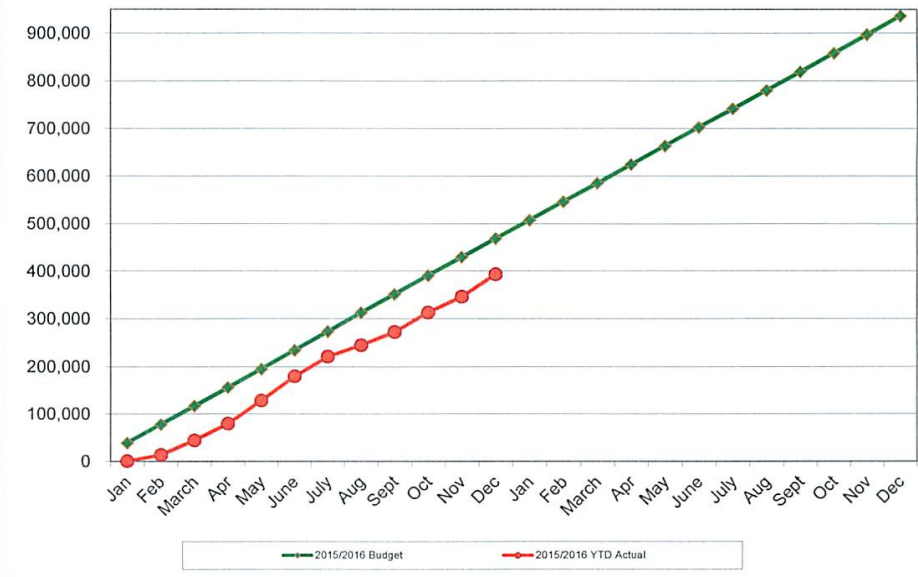
Budget vs Actual Police Expenditures



CRIMINAL JUSTICE

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	39,022	1,027
Feb	78,045	13,885
March	117,067	44,590
Apr	156,090	80,065
May	195,112	128,656
June	234,135	179,830
July	273,157	221,272
Aug	312,179	244,666
Sept	351,202	272,312
Oct	390,224	313,112
Nov	429,247	346,088
Dec	468,269	393,309
Jan	507,291	
Feb	546,314	
March	585,336	
Apr	624,359	
May	663,381	
June	702,404	
July	741,426	
Aug	780,448	
Sept	819,471	
Oct	858,493	
Nov	897,516	
Dec	936,538	
YTD over (under) Budget		(74,960)
YTD Actual % of YTD Budget		84.0%
% of Total Budget Expended		42.0%

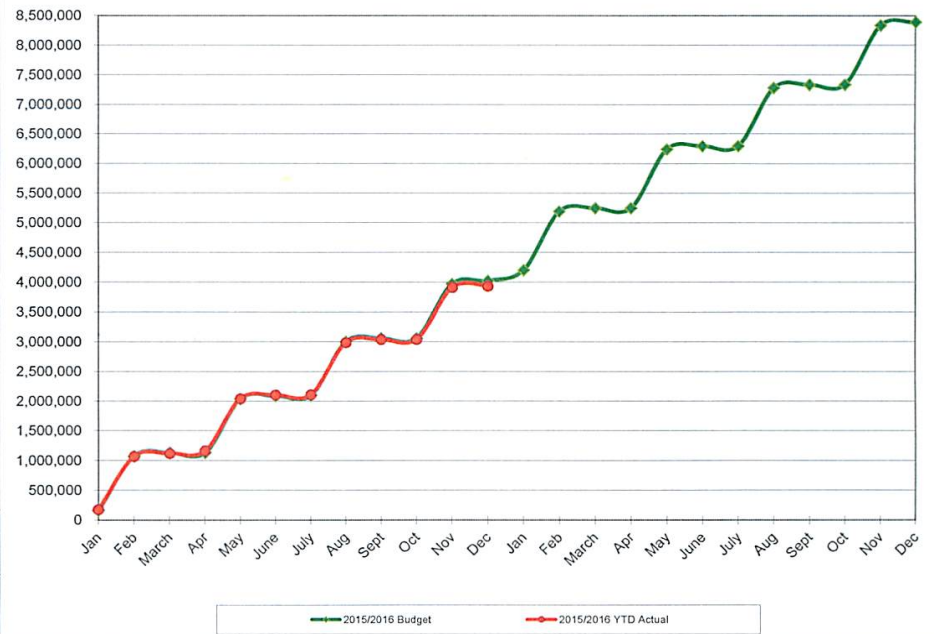
Budget vs Actual Criminal Justice Expenditures



NON-DEPARTMENTAL

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	167,197	178,438
Feb	1,074,051	1,070,100
March	1,126,817	1,119,490
Apr	1,130,776	1,161,963
May	2,037,629	2,041,396
June	2,090,396	2,102,864
July	2,094,354	2,106,220
Aug	3,001,208	2,986,788
Sept	3,053,974	3,039,523
Oct	3,057,933	3,040,586
Nov	3,969,786	3,911,080
Dec	4,022,553	3,931,646
Jan	4,202,754	
Feb	5,191,765	
March	5,244,532	
Apr	5,248,490	
May	6,237,502	
June	6,290,268	
July	6,294,227	
Aug	7,283,238	
Sept	7,336,005	
Oct	7,339,963	
Nov	8,336,799	
Dec	8,390,741	
YTD over (under) Budget		(90,907)
YTD Actual % of YTD Budget		97.7%
% of Total Budget Expended		46.9%

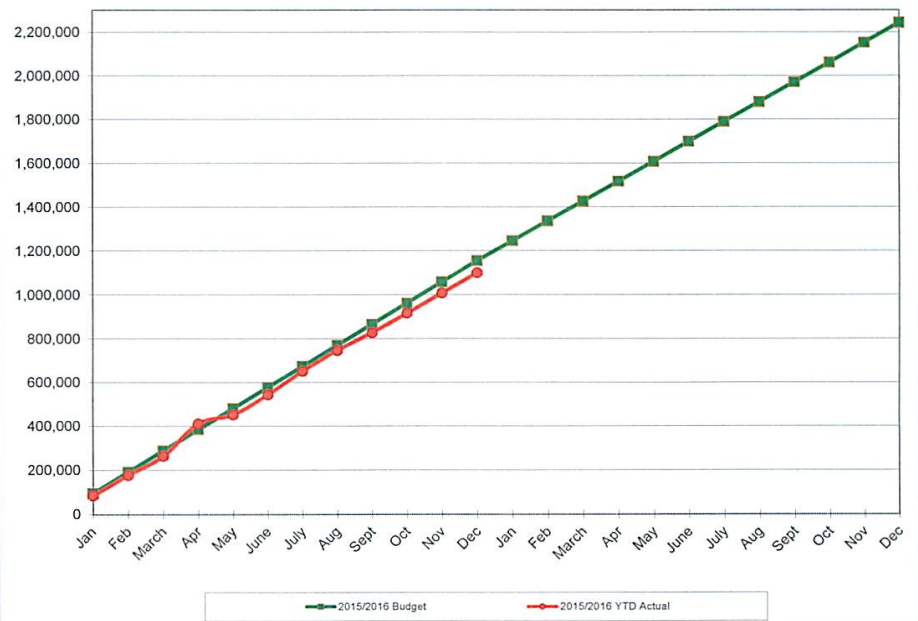
Budget vs Actual Non Department Expenditures



COMMUNITY DEVELOPMENT

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	96,205	86,235
Feb	192,410	178,200
March	288,615	264,589
Apr	384,820	411,766
May	481,025	452,492
June	577,230	544,106
July	673,435	651,617
Aug	769,640	747,066
Sept	865,845	828,076
Oct	962,050	916,525
Nov	1,058,255	1,008,148
Dec	1,154,460	1,100,067
Jan	1,245,165	
Feb	1,335,869	
March	1,426,574	
Apr	1,517,278	
May	1,607,983	
June	1,698,688	
July	1,789,392	
Aug	1,880,097	
Sept	1,970,801	
Oct	2,061,506	
Nov	2,152,210	
Dec	2,242,915	
YTD over (under) Budget		(54,393)
YTD Actual % of YTD Budget		95.3%
% of Total Budget Expended		49.0%

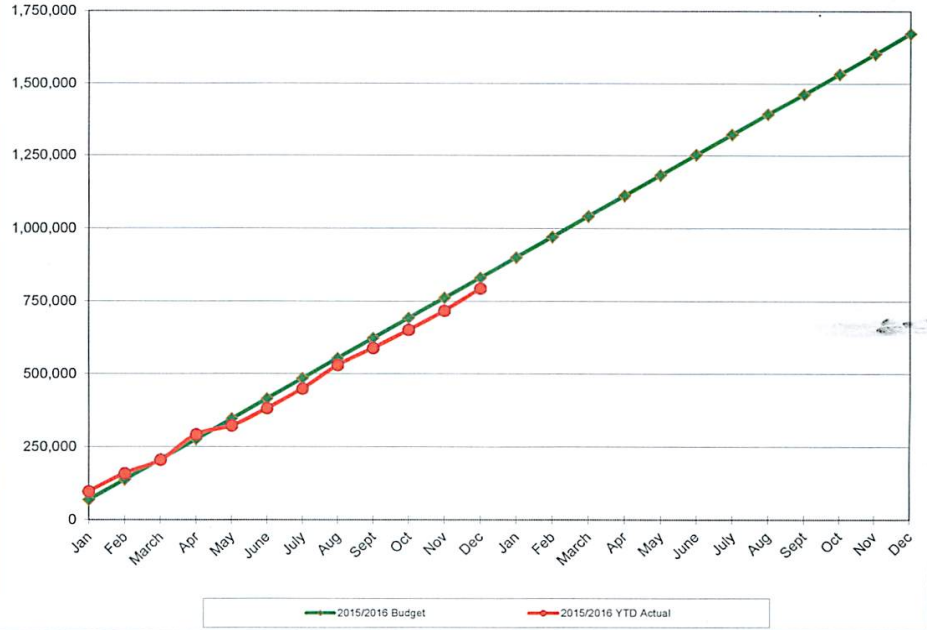
Budget vs Actual Community Development Expenditures



PUBLIC WORKS

Month	2015/2016 Budget	2015/2016 YTD Actual
Jan	69,270	97,759
Feb	138,540	159,723
March	207,810	205,442
Apr	277,080	292,835
May	346,350	323,099
June	415,620	382,693
July	484,889	449,692
Aug	554,159	530,180
Sept	623,429	588,864
Oct	692,699	651,639
Nov	761,969	717,660
Dec	831,239	794,740
Jan	901,367	
Feb	971,496	
March	1,041,624	
Apr	1,111,753	
May	1,181,881	
June	1,252,010	
July	1,322,138	
Aug	1,392,266	
Sept	1,462,395	
Oct	1,532,523	
Nov	1,602,652	
Dec	1,672,780	
YTD over (under) Budget		(36,499)
YTD Actual % of YTD Budget		95.6%
% of Total Budget Expended		47.5%

Budget vs Actual Public Works Expenditures



**CITY OF MILL CREEK
General Fund Revenue Report
As of December 31, 2015**

Revenues:	Biennial Estimate 2015/2016	Biennium Actual As of 12/31/15	Actual Over (Under) Estimate	% of Estimate Collected	Estimate of Receipts Through 12/31/15	Actual Over (Under) Estimate
Property Tax-Regular	11,615,627	5,743,951	(5,871,676)	49.5%	5,755,000	(11,049)
Property Tax-EMS Levy	2,484,551	1,227,177	(1,257,374)	49.4%	1,231,000	(3,823)
Sales Tax	4,600,000	2,371,134	(2,228,866)	51.5%	2,252,593	118,542
Public Safety Sales Tax	460,000	232,229	(227,771)	50.5%	265,000	(32,771)
Criminal Justice Sales Tax	540,000	298,834	(241,166)	55.3%	225,259	73,575
Other Taxes	0	103	103	0.0%	0	103
TOTAL TAXES	19,700,178	9,873,429	(9,826,749)	50.1%	9,728,852	144,577
Franchise Fees	755,110	405,211	(349,899)	53.7%	377,555	27,656
Business Licenses	95,000	49,600	(45,401)	52.2%	47,500	2,099
Building Permits	410,000	220,086	(189,914)	53.7%	205,000	15,086
Other Licenses/Permits	28,000	18,101	(9,899)	64.6%	14,000	4,101
TOTAL LICENSES & PERMITS	1,288,110	692,997	(595,113)	53.8%	644,055	48,942
PUD Privilege Tax	155,000	80,057	(74,943)	51.6%	77,500	2,557
Liquor Excise Taxes	137,387	51,129	(86,258)	37.2%	50,894	235
Liquor Board Profit	330,859	164,556	(166,303)	49.7%	164,701	(145)
Criminal Justice Funding	50,023	26,250	(23,773)	52.5%	25,012	1,238
Everett School District SRO	179,500	77,169	(102,331)	43.0%	89,750	(12,581)
Grants	23,000	14,852	(8,148)	64.6%	11,500	3,352
Other Intergovernmental	0	0	0	0.0%	0	0
TOTAL INTERGOVERNMENTAL/GRANTS	875,769	414,013	(461,756)	47.3%	419,357	(5,343)
Development/Plan Check Fees	186,500	177,626	(8,874)	95.2%	86,075	91,551
Passport Fees	425,000	250,960	(174,040)	59.0%	212,500	38,460
Other Charges for Services	28,600	21,675	(6,925)	75.8%	14,300	7,375
TOTAL CHARGES FOR SERVICES	640,100	450,261	(189,839)	70.3%	312,875	137,386
TOTAL FINES & FORFEITURES	402,000	119,152	(282,848)	29.6%	201,000	(81,848)
Interest on Investments	100,000	16,150	(83,850)	16.1%	50,000	(33,850)
Other Miscellaneous Revenue	116,000	53,044	(62,956)	0	58,000	(4,956)
TOTAL MISCELLANEOUS REVENUES	216,000	69,194	(146,806)	32.0%	108,000	(38,806)
Insurance recovery	0	7,554	7,554	0.0%	0	7,554
Transfers In	640,000	160,000	(480,000)	25.0%	320,000	(160,000)
TOTAL OTHER FINANCING SOURCES	640,000	167,554	(472,446)	26.2%	320,000	(152,446)
TOTAL REVENUES	23,762,157	11,786,601	(11,975,556)	49.6%	11,734,138	52,462
BEGINNING FUND BALANCE	6,589,521	6,589,521	(0)	100.0%	6,589,521	0
TOTAL RESOURCES	30,351,678	18,376,122	(11,975,556)	60.5%	18,323,659	52,462

**General Fund Expenditure Report
As of December 31, 2015**

	Biennial Budget 2015/2016	Biennium Actual As of 12/31/15	Actual Over (Under) Budget	% of Budget Expended	Estimate of Spending Through 12/31/15	Actual Over (Under) Estimate
Expenditures:						
Legislative	110,195	79,408	(30,787)	72.1%	55,098	24,310
Executive	1,634,994	770,861	(864,133)	47.1%	878,686	(107,825)
Finance	1,351,198	649,525	(701,673)	48.1%	666,080	(16,556)
Police	9,157,716	4,488,576	(4,669,140)	49.0%	4,578,858	(90,282)
Criminal Justice	936,538	393,309	(543,229)	42.0%	468,269	(74,960)
Non-Department	8,390,741	3,931,646	(4,459,095)	46.9%	4,022,553	(90,907)
Community Development/Building	2,242,915	1,100,067	(1,142,848)	49.0%	1,154,460	(54,393)
Public Works	1,672,780	794,740	(878,040)	47.5%	831,239	(36,499)
TOTAL EXPENDITURES	25,497,077	12,208,131	(13,288,946)	47.9%	12,655,243	(447,112)
ENDING FUND BALANCE	4,854,601	6,167,991	1,313,390	127.1%	5,668,416	499,574
TOTAL FINANCIAL USES	30,351,678	18,376,122	(11,975,556)	60.5%	18,323,659	52,462



ART/BEAUTIFICATION ADVISORY BOARD

AGENDA

15728 Main Street, Mill Creek, Washington 98012 - 425 745-1891

**January 13, 2016
4:00 p.m.**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ELECTION OF CHAIR AND VICE CHAIR
- IV. APPROVAL OF MINUTES
 - A. Approval of Minutes December 9, 2015
- V. OLD BUSINESS
 - A. Art Trail
- VI. NEW BUSINESS
 - A. Art Walk
- VII. ANNOUNCEMENTS AND REPORTS
- VIII. ADJOURNMENT

Attachments:

We are trying to make our public meetings accessible to all members of the public. If you need special accommodations, please call City Hall three days prior to this meeting.



**Arts & Beautification Board Meeting
January 13, 2016**

Members Present:

Marlene King Julie David
Dave Wood Zach Anders (via phone)
Loyt Neiman

Not Present:

Danielle Foushee Matt Buchanan

Also Present:

Donna Michelson Scott Smith
Kim Mason-Hatt

I. CHAIR & VICE CHAIR ELECTIONS

MOTION: Member Julie David moved and Member Marlene King seconded to postpone elections to the February meeting, the motion passed unanimously.

II. ROLL CALL

Members and staff present as noted above.

III. APPROVAL OF MINUTES

MOTION: Member Julie David moved and Member Dave Wood seconded to approve the December 9, 2015 minutes, the motion passed unanimously.

IV. OLD BUSINESS

Art Trail: Subcommittee Update: Discussion postponed to February.

V. NEW BUSINESS

Art Walk: Preparation has started. Artists will be receiving their invitations by the end of January. A check list of things that need to be done is being created and will be sent out to the Board.

VI. ANNOUNCEMENTS/REPORTS

VII. ADJOURNMENT

The meeting was adjourned at 4:20 p.m.

The next meeting is scheduled for
February 10, 2016 at 4 pm City Hall Council Chambers

Submitted by:

A handwritten signature in blue ink, appearing to read "Kim Mason-Hatt", is written over a horizontal line.

Kim Mason-Hatt, Administrative Assistant



PARKS & RECREATION BOARD

**Agenda
December 2, 2015
5:00 p.m.**

- I. CALL TO ORDER:
 - A. Roll Call – Kim Mason-Hatt

- II. MINUTES:
 - A. Approval of October 7, 2015 Minutes

- III. REPORTS:
 - A. Youth Advisory Board
 - B. Veterans Day Parade – Pam Olson
 - C. Santa Parade & Tree Lighting Event – Pam Olson

- IV. NEW BUSINESS:
 - A. Cougar Park – Mark Johnson
 - B. Capital Improvement Plan discussion

- V. FOR THE GOOD OF THE ORDER:
 - A.

- VII. ADJOURN:

We are trying to make our public meetings accessible to all members of the public. If you need special accommodations, please call City Hall three days prior to this meeting.



**CITY OF MILL CREEK
PARKS AND RECREATION ADVISORY BOARD MEETING
December 2, 2015**

Members Present: Jim Erlewine, Chair
Brett Nagle, Vice Chair
Mark Johnson
Gordon Keene
Matt McGrath
David Chapin
Shawn Kelly, City Council
Xilonen Vela-Garcia, Youth Advisory Board Representative

Members Absent: Gary Harrison

Staff Present: Tom Gathmann, Director of Facilities, Parks and Recreation
Pam Olson, Special Events & Volunteer Manager

I. CALL TO ORDER

Chair Erlewine called the meeting to order at 5:00 p.m.

II. MINUTES

MOTION: Member Chapin moved to approve the November 4, 2015 minutes as presented, seconded by Vice Chair Nagle. The motion passed unanimously.

III. REPORTS:

Youth Advisory Board Representative's Report: Youth Board representative, Vela-Garcia reported upcoming events, including Parents Night Out, the Santa Parade and Tree Lighting, and working with Community Transit for a major Earth Day event next April.

Veterans Day Events: Special Events Manager Olson reported on the Veterans Day Events. Both the Veteran's Day Monument and Inaugural Veteran's Parade were well received by the community. Approximately 2000+ attended the parade.

Parks and Recreation Board Minutes
December 2, 2015
Page 2

Santa Parade, Carriage Rides & Tree Lighting Event: The City has been working with the Town Center Business Association on this year's Santa parade that is returning on December 5th at 3:30 pm. The Tree Lighting will be at 4:30 pm at City Hall, followed by horse drawn carriage rides from 4:30 – 7:00 pm sponsored by Mill Creek Rotary and the Mill Creek Business Association.

Cougar Park: Member Johnson led a discussion on existing problems in the undeveloped portion of Cougar Park and some ideas on addressing the issue. Director Gathmann will follow up with the Public Works crew to address litter and related issues. Manager Olson will facilitate a meeting with Canyon Creek Church, the new owners of the large parcel adjacent to the park and with volunteer groups, e.g., boy scout troops, to discover what resources might be available to prune and clean the park. Director Gathmann will discuss additional patrol and/or surveillance of the park with the Police Chief.

Capital Facilities Program: Director Gathmann briefly read off the park projects in the approved 2015-2021 Capital Improvement Plan and led a short discussion on the update of the plan in 2016 and the role of the Parks and Recreation Board in recommending park projects for the CIP. Councilmember Kelly threw out the idea of looking into using the undeveloped portion of Cougar Park for athletic fields, wondering if that had been explored in the past. Several members participated in the discussion with the conclusion that Councilmember Todd would be the best source of information on the history of that concept.

IV. FOR THE GOOD OF THE ORDER:

There was none.

V. ADJOURN:

The meeting was adjourned at approximately 6:00 p.m.

The next meeting is scheduled for
January 6, 2016 at 5:00 pm City Hall Council Chambers

Submitted by:



Tom Gathmann, Facilities, Parks & Recreation Director