



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

**March 8, 2016
City Council Meeting
6:00 p.m.**

CALL TO ORDER:

FLAG SALUTE:

Girl Scout Troop 43521

ROLL CALL:

AUDIENCE COMMUNICATION:

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

PRESENTATIONS:

- B. Girl Scout Troop 43521 Presentation

NEW BUSINESS:

- C. 2016 Pavement Preservation Program Work Plan
(City Manager Rebecca C. Polizzotto)

CONSENT AGENDA:

- D. Approval of Checks #55003 through #55058 and ACH Wire Transfers in the Amount of \$108,153.63.
(Audit Committee: Councilmember Todd and Councilmember Michelson)
- E. Payroll and Benefit ACH Payments in the Amount of \$203,029.23
(Audit Committee: Councilmember Todd and Councilmember Michelson)

REPORTS:

- F. Mayor/Council
- G. City Manager

AUDIENCE COMMUNICATION:

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

ADJOURNMENT



Agenda Item # C
Meeting Date: March 8, 2016

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: 2016 PAVEMENT PRESERVATION PROGRAM WORK PLAN

KEY FACTS AND INFORMATION SUMMARY: Since 2010, the City has been developing and updating the ongoing Pavement Preservation Program (PPP), CIP Project No. T-34. One of the Council priorities from the recent retreat was to maintain the City’s sound infrastructure in a fiscally responsible manner, which is the primary goal of the PPP.

At the beginning of each year, staff presents the annual PPP work program to the City Council for review and approval. Following is a summary of the proposed 2016 work plan components.

o *Structural Overlay*

<i>Roadway</i>	<i>Pavement Issues</i>	<i>Approximate Cost</i>
Mill Creek Road (SR 527 to Village Green Dr)	Extensive cracking, potholes, delamination of top layer	\$400,000 – Design and coordination work in process with Snohomish County

It should be noted that the existing lane striping configuration will be retained after paving. The overlay work will also incorporate a small stormwater retrofit project above the Penny Creek bridge that was approved as CIP Project No. SW-26. The estimated cost of the retrofit project is approximately \$85,000, and funding is available in the Surface Water Fund 401.

o *Surface Preservation*

<i>Roadway / Subdivision</i>	<i>Proposed Treatment</i>	<i>Approximate Cost</i>
Dumas Road	Chip Seal	\$50,000
Mill Park Village	Chip Seal	\$10,000
Wildflower	Chip Seal	\$25,000

A field review was done with Snohomish County maintenance personnel to ensure these roads are good candidates for a surface preservation treatment. Staff has found that the 20 – 25 year old timeframe is appropriate to start considering a surface preservation treatment for residential streets. Higher volume streets, such as Dumas Road, receive more wear and tear and may need earlier intervention.

- o *Citywide Crack Sealing* – Crack sealing is one of the most cost-effective preservation techniques available, and has been performed annually since 2010. This work prevents water from entering the pavement structure and weakening the subgrade.

City Council Agenda Summary
Page 2

The overlay work will be done as part of the annual Snohomish County overlay program in accordance with the attached Interlocal Agreement. As in the past, the chip seal and crack sealing work will be done by Snohomish County maintenance crews.

Funding for all the proposed work is available in Fund 318, which has \$925,000 remaining out of the \$1.5 million that was approved 2015-2016 budget for the Pavement Preservation Program.

Future pavement preservation work plans will be evaluated during the upcoming CIP and budget process, and will dependent on Council priorities and available funding.

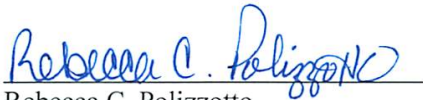
CITY MANAGER RECOMMENDATION:

- The City Manager recommends the City Council approve the proposed 2016 PPP work plan.

ATTACHMENTS:

- Interlocal Agreement for Overlay Improvements Within the City of Mill Creek.

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

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**INTERLOCAL AGREEMENT FOR OVERLAY IMPROVEMENTS
WITHIN THE CITY OF MILL CREEK**

This INTERLOCAL AGREEMENT FOR OVERLAY IMPROVEMENTS WITHIN THE CITY OF MILL CREEK (this "Agreement"), is made and entered into this 14th day of June, 2013, by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), and the CITY OF MILL CREEK, a Washington municipal corporation (the "City") pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.

RECITALS

A. The County performs asphalt paving work (including but not limited to design, engineering, placement of hot mix asphalt, road grinding, traffic control, road pulverization, and other paving related work) every year at various locations throughout the County (the "Overlay Program"). Pursuant to this Agreement, the City has the option of including its own asphalt paving projects (the "City's Projects") in the Overlay Program each year.

B. For purposes of this Agreement, planning and design activities performed by the County with respect to the City's Projects shall be referred to as the "Design Services." For purposes of this Agreement, construction and installation activities performed by the County with respect to the City's Projects shall be referred to as the "Construction Services." Together, the Design Services and the Construction Services may be referred to in this Agreement as the "Services."

C. The County and the City agree that it will be more efficient and mutually beneficial for the County and the City to work together cooperatively in coordinating, designing, and constructing the City's Projects, which will be defined as set forth in Section 3 below.

D. To that end, the County and the City desire for the County to be the entity responsible for the overall planning, design and construction of the City's Projects. The County and the City anticipate that the City's Projects will be completed by October 1 of each year; however, the Overlay Program will remain open until June 1 of each following year throughout the duration of this Agreement as provided in Section 2 below.

E. In exchange for the Services provided by the County, the City shall reimburse the County its actual costs incurred in performing the same, including time, labor, equipment, materials, and administrative overhead, all as more fully described in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and the City agree as follows:

INTERLOCAL AGREEMENT FOR OVERLAY IMPROVEMENTS
WITHIN THE CITY OF MILL CREEK

1 of 10

1. Requirements of Interlocal Cooperation Act

1.1 Purpose of Agreement. This Agreement is authorized by and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW. The purpose and intent of this Agreement is for the County and the City to work together efficiently and effectively to accomplish the City's Projects. This Agreement establishes the County as the entity responsible for all aspects of the City's Projects planning, design, and construction. The City shall cooperate with the County to the extent reasonably necessary for accomplishing the City's Projects, and shall reimburse the County for the County's actual costs incurred in performing the Design Services and the Construction Services.

1.2 No Separate Entity Necessary. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

1.3 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

1.4 Administrators. Each party to this Agreement shall designate an individual (an "Administrator"), who may be designated by title or position, to oversee and administer such party's participation in this Agreement. The parties' initial Administrators shall be the following individuals:

County's Initial Administrator:

Owen Carter, County Engineer
Snohomish County DPW
3000 Rockefeller Avenue M/S 607
Everett, Washington 98201

City's Initial Administrator:

Ken Armstrong, City Manager
City of Mill Creek
15728 Main Street
Mill Creek WA 98012

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

2. Effective Date and Duration

As provided by RCW 39.34.040, this Agreement shall not take effect unless and until it (i) has been duly executed by both parties, and (ii) either filed with the County Auditor or posted on the County's Interlocal Agreements website. This Agreement shall remain in effect through June 14, 2024, unless earlier terminated pursuant to the provisions of Section 11 below.

3. Scope and Definition of City's Projects.

3.1 Process for Determining City's Projects. Upon execution of this

Agreement and on the anniversary date of execution each year thereafter, the City shall (1) provide the County a Statement of Intent indicating the amount of funds it has available for its City's Projects for that year, including the source of such funds, and (2) prepare and submit to the County a prioritized list of projects that the City proposes for inclusion that year in the City's Projects. For each project on the list the City shall include the route, beginning and ending termini, and a detailed description of the type of work required. The City shall not submit any projects for which the City's cost for design, right-of-way acquisition, or construction are reimbursable with Federal funds or Federal grants.

Upon receipt by the County of the City's Statement of Intent and list of prioritized projects each year, the County shall review and design the same to ensure that the City's available funds are sufficient to cover the estimated costs of the listed projects. The parties shall cooperate to make a final determination as to which projects to include in the City's Projects for that year, including a determination as to a Final Estimated Cost, which shall be reflected in an Addendum to this Agreement. The Final Estimated Cost will include (1) a total of all estimated materials at the County's estimated bid price (hereinafter referred to as "Materials Estimate"), and (2) a charge of 15% of the Materials Estimate for the cost of engineering work performed by the County on the City's behalf (hereinafter referred to as "Engineering Estimate").

3.2 Changes by the City to City's Projects. After the parties have made a final determination of the City's Projects for that year, the City may request either (1) that additional projects be added to the City's Projects or, (2) that certain projects be eliminated where the actual costs will exceed the estimated costs for specific projects or where unexpected City budget constraints occur.

3.2.1 Additional Projects. Where the City wishes to add projects as provided in this Section 3.2, it may do so by submitting a written change order outlining (1) how much in funds it has available for the additional work, and (2) a description of the work, including the route, beginning and ending termini, and a detailed description of the type of work required. The County may, in its sole discretion, accept or reject the change order. The City shall be liable for all increases in cost, if any, which may be incurred by additions to the City's Projects.

3.2.2 Elimination of Projects. Where the City wishes to eliminate projects as provided in this Section 3.2, it may do so by providing 30 days' written notice of the same to the County's Administrator. The City shall be liable for all costs associated with the elimination of a specific project, including but not limited to clean-up and stripping costs and any non-cancelable costs, which will be billed to the City as described in Section 6 below.

3.3 Changes by the County to the City's Projects. After the parties have made a final determination of the City's Projects for that year, the County shall provide the City with written notification of any changes to the City's Projects required by the County when such changes will substantially alter the nature of the City's Projects or the City's

estimated costs. The County shall obtain the City's written approval to any such changes before implementing them.

3.4 Authority of Administrators. By entering into this Agreement and upon it becoming effective as described in Section 2 above, both parties authorize their respective Administrators to accept, deny, and negotiate the Addendums described in Section 3.1 above as well as any addition, elimination, or change to the City's Projects as described in this Section 3, including any associated increase, decrease, or other change to the costs of the City's Projects.

4. Services Provided by County

4.1 Lead Agency. The County shall serve as the lead agency for the City's Projects.

4.2 Design Services. The County shall perform for the City the "Design Services," as that term is defined in Recital B above; namely, all necessary planning and design activities for the City's Projects. The County shall solely determine the schedule for the Design Services. The County will provide the City with a full and complete copy of the construction design plans for the City's Projects. The City may request changes to the construction design plans by submitting a written request to the County, which the County shall accommodate to the extent the requested changes are feasible. The County shall segregate the costs of the Design Services from the total costs of designing the entire Overlay Program each year.

4.3 Construction Services. The County shall perform for the City the "Construction Services," as that term is defined in Recital B; namely, construction activities for the City's Projects. The County shall solely determine the schedule for the Construction Services. Except where required by law, the County shall not be responsible for providing any notification (e.g. flyers, etc.) regarding the Construction Services to residents, businesses, or other third parties that will or may be affected by the City's Projects. The County shall segregate the costs of the Construction Services from the total costs of constructing the entire Overlay Program each year.

4.4 Quality of Services. The Services performed by the County under this Agreement shall adhere to the standards set forth in the Standard Specifications for Road, Bridge, and Municipal Construction manual, Construction manual, and Local Agency Guidelines manual, all published by the Washington State Department of Transportation. The City may, at its sole expense, furnish an inspector to review the City's Projects. The City's inspector may communicate with the County and the County's Administrator. The City's inspector shall not communicate, directly or indirectly, with any contractor or subcontractor hired by the County as described in Sections 4.6 and 4.7 below.

4.5 Preconstruction Meeting. Each year, prior to the performance of any Construction Services, the County shall schedule a preconstruction meeting which the City's Administrator or their designee shall attend.

4.6 Independent Contractor. The County will perform all Services under this Agreement as an independent contractor and not as an agent, employee, or servant of the City. The County has the express right to direct and control the County's activities in providing the agreed Services in accordance with the specifications set out in this Agreement. The City shall only have the right to ensure performance.

4.7 Sub-Contracting. The County may, in its sole discretion, hire one or more contractors and/or sub-contractors to perform some or all of the Services. In hiring a contractor and/or subcontractor, the County shall contract through a competitive bidding process each year. The bid packet shall identify by line item the cost for the City's Projects separately from the rest of the Overlay Program costs for that year. The bid packet shall be posted online with the Builders Exchange of Washington at <<http://www.bxwa.com/>> and solicitation notices shall be published in The Everett Herald and Daily Journal of Commerce. After bidding closes for that year, the County shall provide to the City a dated, verified copy of the bid tabulations which correspond to the City's Projects, including an estimate of construction costs for the City's Projects.

5. Cooperation by City

5.1 Covenant to Cooperate. The City covenants to the County that it shall cooperate with the County in accomplishing the City's Projects. The City shall make its personnel, including but not limited to its Public Works Department staff, available to the County at reasonable times and upon reasonable advance notice, for purposes of facilitating the County's performance of the Services.

5.2 Grant of Access. The City certifies to the County that the City owns the real property or right-of-ways upon which the City's Projects are located and additional real property or right-of-ways are not needed for the City's Projects. The City further grants to the County, for the purpose of performing Services pursuant to this Agreement, permission and right-of-entry on, over, under, above and through real property owned by the City and those City rights-of-way and WSDOT rights-of-way that the City is responsible for maintaining that are necessary or convenient for the County to access in performing the Services.

5.3 Coordination with WSDOT and Utilities. Should, in providing the Services, it become necessary or convenient for the County to enter in, on, over, under or above a right-of-way owned by WSDOT or any utility or impact any equipment owned by WSDOT or any utility, the County shall notify the City, and the City shall cooperate in the County's efforts to coordinate with WSDOT and/or the utility to obtain any required approvals and/or permits authorizing such activity.

5.4 Permitting. Prior to April 1 of each year, the City shall obtain and provide to the County copies of all permits necessary for the Project.

6. Payment by City

6.1 Actual Costs. The County shall be reimbursed in full by the City for the actual costs of the Services provided by the County on a time and materials basis plus an administrative overhead charge as described in Section 6.2 below. The County agrees that only those costs directly allocable to the Services under generally accepted accounting procedures will be charged to the City.

6.2 Administrative Overhead. For the purpose of fixing the compensation to be paid by the City to the County for the Services, it is agreed that there shall be included in each billing, to cover administrative costs, an amount not to exceed the County administrative rate. This rate is currently set at 15% of the total labor cost to the County for those County employees performing Services for the City under this Agreement. The administrative rate is not included in charges for materials, equipment or payments to contractors or subcontractors.

6.3 Contract Maximum. The maximum amount payable each year to the County from the City under this Agreement is the Final Estimated Cost described in Section 3.1 above plus an additional contingency charge of 10 percent of the Materials Estimate. The County shall not undertake work on the City's Projects when such work is expected to exceed this Contract Maximum absent first obtaining written approval from the City.

6.4 Invoicing and Payment. The County shall invoice the City or its designee for all Services performed by the County. The City shall remain liable for complete and timely payment of all amounts invoiced. Invoices may be sent monthly, quarterly or on any other schedule that is mutually convenient to the parties. The County shall include in each invoice documentation of all costs for labor, materials and equipment included in the invoice. Unless the City delivers written notice to the County disputing the amount of a particular invoice, the City shall make payment on all invoices submitted by the County within thirty (30) days of the invoice date. Amounts not paid within 30 days of the invoice date shall thereafter accrue interest at a rate of twelve percent per annum or one percent per month.

7. Indemnification/Hold Harmless

7.1 County's Indemnification of City. The County shall indemnify, defend and hold the City harmless from and against all liabilities, suits, losses, costs, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that the City may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring in, on, about or around the City's Projects due to or arising out of the County's performance of Services pursuant to this Agreement, but only to the extent such accidents, damages or injuries are due to any negligent or wrongful act or omission of the County; or (ii) any breach or Default (as such term is defined in Section 10.1 below) by the County under this Agreement.

7.2 City's Indemnification of County. The City shall indemnify, defend and hold the County harmless from and against all liabilities, suits, losses, costs, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that the County may incur or pay out by reason of: (i) any accidents, damages or injuries to persons or property occurring in, on or around the City's Projects during the term of this Agreement, but only to the extent the same are caused by any negligent or wrongful act of the City; or (ii) any breach or Default (as such term is defined in Section 10.1 below) of the City under this Agreement.

7.3 Waiver of Immunity Under Industrial Insurance Act. The indemnification provisions of Section 7.1 and Section 7.2 above are specifically intended to constitute a waiver of each party's immunity under Washington's Industrial Insurance Act, Title 51 RCW, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

7.4 Survival. The provisions of this Section 7 shall survive the expiration or earlier termination of this Agreement.

8. Insurance

Each Party shall maintain its own insurance and/or self-insurance for its liabilities from damage to property and/or injuries to persons arising out of its activities associated with this Agreement as it deems reasonably appropriate and prudent. The maintenance of, or lack thereof of insurance and/or self insurance shall not limit the liability of the indemnifying part to the indemnified party(s).

9. Compliance with Laws

In the performance of its obligations under this Agreement, each party shall comply with all applicable federal, state, and local laws, rules and regulations.

10. Default and Remedies

10.1 Default. If either the County or the City fails to perform any act or obligation required to be performed by it hereunder, the other party shall deliver written notice of such failure to the non-performing party. The non-performing party shall have thirty (30) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said thirty (30) day period, then the non-performing party shall not be in Default if it commences cure within said thirty (30) day period and thereafter diligently pursues cure to completion.

10.2 Remedies. In the event of a party's Default under this Agreement, then after giving notice and an opportunity to cure pursuant to Section 10.1 above, the non-Defaulting party shall have the right to exercise any or all rights and remedies available to it in law or equity.

11. Early Termination

11.1 30 Days' Notice. Except as provided in Section 11.2 below, either party may terminate this Agreement at any time, with or without cause, upon not less than thirty (30) days advance written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

11.2 Lack of Funding. This Agreement is contingent upon governmental funding and local legislative appropriations. In the event that funding from any source is withdrawn, reduced, limited, or not appropriated after the effective date of this Agreement, this Agreement may be terminated by either party immediately by delivering written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

11.3 Calculation of Costs Due Upon Early Termination. Upon early termination of this Agreement as provided in this Section 11, the City shall pay the County for all Services performed up to the date of termination, as well as the costs of any and all non-cancelable obligations. The County shall notify the City within thirty (30) days of the date of termination of all remaining costs including non-cancelable costs. Termination costs charged to the City shall not exceed the actual costs incurred as a result of early termination. No payment shall be made by the City for any expense incurred or Services performed following the effective date of termination unless authorized in writing by the City.

12. Notices

All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in Section 1.4 of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

13. Miscellaneous

13.1 Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter

contained herein. Except as otherwise provided in Section 3 above, this Agreement may not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

13.2 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

13.3 Governing Law and Venue. This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County. In the event that a lawsuit is instituted to enforce any provision of this Agreement, the prevailing party shall be entitled to recover all costs of such a lawsuit, including reasonable attorney's fees.

13.4 Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

13.5 Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

13.6 No Waiver. A party's forbearance or delay in exercising any right or remedy with respect to a Default by the other party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by either party of any particular Default constitute a waiver of any other Default or any similar future Default.

13.7 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

13.8 Warranty of Authority. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign this Agreement.

13.9 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties.

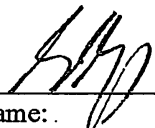
13.10 No Third Party Beneficiaries. This Agreement and each and every provision hereof is for the sole benefit of the City and the County. No other persons or parties shall be deemed to have any rights in, under or to this Agreement.

13.11 Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

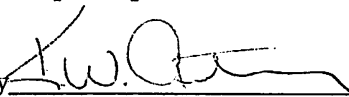
COUNTY:

Snohomish County, a political subdivision of the State of Washington

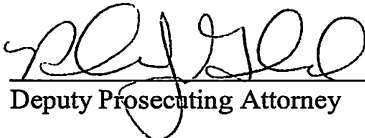
By  PETER B. CAMP
Executive Director
Name: *6/14/13*
Title: County Executive

CITY:

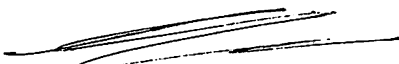
The City of Mill Creek, a Washington municipal corporation

By  *20 MAR 2013*
Name: Ken Armstrong
Title: City Manager

Approved as to Form:

 *02-22-13*
Deputy Prosecuting Attorney

Approved:


City Attorney

[The remainder of this page is intentionally left blank.]



2016 Work Plan Pavement Preservation Program

March 8, 2016

2015 Recap

- Bonded Wearing Course (BWC) Trial
 - Silver Crest / Silver Glen areas
 - Good end product but equipment not suited for winding residential streets and cul-de-sacs
 - Chip seal in higher priority annexed areas
 - Wexford Court, side streets off 23rd Avenue SE
 - First year with NO citizen complaints
 - Citywide condition rating – Future CIP impacts
-
-

2016 Work Plan

- Citywide asphalt repairs deferred from 2015
 - 150 sites, out to bid this week
 - Council contract award in April
- Crack sealing
 - Use Snohomish County maintenance crews
 - Keep water out of pavement structure

2016 Work Plan

- Chip Seal
 - Use Snohomish County maintenance crews
 - Dumas Road, Mill Park Village, Wildflower
- Structural Overlay
 - Mill Creek Road – SR 527 to VG Drive
 - Upgrade four ADA ramps, storm retrofit
 - Participate in County overlay program w/ILA

Utility Coordination

- Outside agencies
 - Standard process during design / planning
 - MCMC 12.18 for pavement patching
- Need to coordinate paving / repair plans with necessary City storm pipe repairs
 - Inspected 40% of City, every subdivision needs some type of underground repair
 - Future discussions with CIP / budget process

Budget

- **Estimated Expenditures**
 - Citywide Asphalt Repairs - \$400,000
 - Crack sealing - \$25,000 (can adjust)
 - Chip seal - \$85,000
 - Overlay - \$400,000 (storm retrofit separate)
- **Funding available in Fund 318**
 - \$925,000 remaining for CIP Project No. T-34

Questions?

- Staff recommends approval of the 2016 Work Plan for the Pavement Preservation Program



Date: March 8, 2016

A/P Check Batches		
Dated	Check Numbers	Amount
02/19/2016	Wire-Union 76-Fuel-January	\$3,506.29
02/26/2016	EFT Debit-Dept of Rev.-Sales Tax	\$240.29
02/29/2016	55003-55058	\$104,407.05
Total		\$108,153.63

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 55003 through 55058, EFT Debit and Wire in the amount of \$108,153.63.

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

Councilmember

Councilmember

Unavailable

Finance Director
Nekesa C. Holyston

City Manager

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

Payment Confirmation



Company: City of Mill Creek
Requester: Roundy, Joshua
Run Date: 02/19/2016 12:25:26 PM CST

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

Status: Pending Approval
Transaction Number: 162JC251342A1D97

Template Name: Fleet
Template Code: Fleet

Debit Account Information

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

Beneficiary Details

Beneficiary Name: 76 Fleet WEX BANK
Beneficiary Address: 97 Darling Ave.
Beneficiary City: Portland
Beneficiary Postal Code:
Beneficiary Country: US - United States of America

Beneficiary Account: 4539508
Beneficiary Bank ID: 071000288
BMO HARRIS BANK NA
111 W MONROE ST
CHICAGO
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 3,506.29

Value Date: 02/19/2016

Optional Information

Sender's Reference Number:

Beneficiary Information: 76 FLEET
Acct 0201 00 105915 3
City of Mill Creek

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: joshroundy

Input Time: 02/19/2016 12:25:18 PM CST



Invoice Statement

INVOICE NUMBER: 43888220
 ACCOUNT NAME: City of Mill Creek

PAGE 1 OF 1

ACCOUNT NUMBER	CREDIT LIMIT	DAYS THIS PERIOD	BILL CLOSING DATE	PAYMENT DUE DATE	AMOUNT DUE
0201-00-105915-3	22,500.00	31	JAN-31-2016	FEB-22-2016	3,506.29

DATE	ACTIVITY DESCRIPTION	CHARGES/DEBITS	PAYMENTS/CREDITS
JAN-06-2016	PAYMENT - THANK YOU		* 3,956.42
JAN-21-2016	PAYMENT - THANK YOU		4,070.13
JAN-04-2016	RETURNED PAYMENT ITEM	* 3,956.42	
JAN-29-2016	FUEL PURCHASES	3,534.32	
JAN-29-2016	REBATE		31.03
JAN-29-2016	PAPER DELIVERY FEE	3.00	
REMINDER REMINDER PLEASE BE SURE TO INCLUDE REMITTANCE STUB WITH PAYMENT. MAIL TO THE ADDRESS SHOWN IN THE RIGHT PORTION OF THE REMITTANCE STUB.			

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILLING DATE MAY NOT APPEAR UNTIL THE NEXT INVOICE/STATEMENT.

PREVIOUS BALANCE	(-)PAYMENTS	(+)PURCHASES	(+)DEBITS	(-)CREDITS	(+)LATE FEE	(=)NEW BALANCE
4,070.13	8,026.55	3,534.32	3,959.42	31.03	0.00	* 3,506.29

CALL CUSTOMER SERVICE TO PAY BY PHONE
 FEDERAL TAX ID: 841425616

The Late Fee is determined by applying a monthly rate of	To the balance subject to late fee for this period which is
2.990 %	0.00

SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS.
 TO ENSURE PROPER CREDIT, TEAR AT PERFORATION AND INCLUDE BOTTOM PORTION WITH YOUR PAYMENT.

ACCOUNT NAME	City Of Mill Creek
ACCOUNT NUMBER	0201-00-105915-3
INVOICE NUMBER	43888220
BILL CLOSING DATE	JAN-31-2016
AMOUNT DUE	3,506.29
AMOUNT ENCLOSED	
PAYMENT DUE DATE	FEB-22-2016

PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO LATE FEES.



76 Fleet


FAX CHANGE OF ADDRESS REQUEST TO 1-800-395-0809.
 Make check payable to: WEX BANK.
 Use enclosed envelope or send to:



WEX BANK
 P.O. BOX 6293
 CAROL STREAM IL 60197-6293



02010010591534000000350629 160222

 e file Electronic Filing – Washington State	E-file Time: 1:48 PM help?
My Account Home Account(s) Account Activity List Server Suggestions Logout	

CITY OF MILL CREEK 600-598-011

Confirmation

Confirmation Number	17546159
Tax Registration Number	600598011
Reporting Period	01/2016
Payment Type	EFT Debit
Date and Time Submitted	2/24/2016 1:48:16 PM
Date of Transfer	02/26/2016
Payment Amount	240.29
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**

Accounts Payable

Checks by Date - Detail by Check Date

User: jodieg
 Printed: 3/3/2016 10:44 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
55003	ACCELA 2149 2167	Accela Inc #774375 PO Electronic Workflows-25% Due Upon Signir Formalized Cloud Pricing-Contract Signed 11/18	02/29/2016		1,096.00 4,603.20
Total for Check Number 55003:				0.00	5,699.20
55004	ACCENTS 6089	Accents in Glass Inc Vibrant Fused Glass 02/27 #6089	02/29/2016		84.00
Total for Check Number 55004:				0.00	84.00
55005	AMTESTIN 90922	Am Test, Inc 5 Fecal Coliform Analysis	02/29/2016		125.00
Total for Check Number 55005:				0.00	125.00
55006	AT&TWIR 287245699226	AT&T Mobility Pine Meadow Irrig Line	02/29/2016		17.73
Total for Check Number 55006:				0.00	17.73
55007	BANKCARE	Bank of America	02/29/2016		
	1	Supplies Brain Power & Heart Month-Wellness			19.73
	10	Engraving-Pen Box-L Orlando			12.05
	11	5 Rifle Cases			234.30
	12	Siren Amp			125.56
	13	2016 WABO Annual Education Inst-T Nordtvedt			525.00
	13A	2016 WABO Annual Education Inst-M Miller			350.00
	13B	2016 WABO Annual Education Inst-E Carter			875.00
	13C	2016 WABO Annual Education Inst-M Thompsc			875.00
	14	WSAPT-Annual Membership Dues-M Miller			35.00
	15	2 - 15-Foot Surge Protector Flat Rotating Plug			57.78
	16	48 x 36 Oak Frame Cork Bulletin Board			48.57
	17	Ad Passport Technician-Craigslist			45.00
	18	Swingline Electric 3 Hole Punch-Exec			75.60
	19	Lodging 01/09-01/19-L Dickerson			1,090.00
	2	2 Pails-Eco TempLine White-MCSP Soccer Line			267.42
	20	Lab Ice for Sampling-SW			3.25
	20A	Board Game-Brain Power-Wellness Event			25.37
	21	12 Opening Wire Bin Roll File-L Celuska			52.30
	22	Oranges & Dark Chocolate-Brain Power-Wellne			21.52
	23	CR2 Lithium Batteries-3V			46.50
	24	5-Ripp Restraints Model H-100 Hobble			80.50
	25	Lodging-AWC Conf-M Todd			254.30
	26	Lodging 01/19-01/29-L Dickerson			1,090.00
	28	Sharp Containers			97.13
	29	MyBuildingPermit.com Monthly Fee			59.95
	3	Leadership Academy-M Miller			242.59
	30	Hallmark Card Studio-Employee Recognition			29.99
	31	5 Poster Frames-Employee Recognition			87.31

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	32	Licensing Fees-1999 Honda Civic-Undercover C			39.50
	3A	Leadership Academy-J Roundy			242.59
	4	Lodging 12/30-01/09-L Dickerson			1,090.00
	5	10 Boxes-SkinGard Gloves-PD			58.70
	6	Sensor Cloud Monthly Fee 01/10-02/10			9.95
	7	Evidence Room Supplies			268.30
	8	Bankers Boxes-City Clerk			13.15
	9	WABO Winter Mtg 01/29-T Nordtvedt			20.00
			Total for Check Number 55007:	0.00	8,468.91
55008	BANKCR15	Bank of America	02/29/2016		
	1	105-144PC Plastic Easter Eggs			882.00
	2	MC Rotary Lunch Mtg 2/03-P Olson			20.00
			Total for Check Number 55008:	0.00	902.00
55009	BANKCR16	Bank of America	02/29/2016		
	1	Nat'l APA Conf Reg-T Rogers			1,239.00
	2 & 3	Airfare Nat'l APA Conf-T Rogers			322.20
	4	APA Dues 01/01/16-12/31/16-C Christ			524.00
	5	APA Dues 01/01/16-12/31/16-T Rogers			660.00
	6	ATC-20 Update & Intro to WAsafe-C Christ			175.00
	7	MC Rotary Mtg-T Rogers/S Ringstad			34.00
	8	Coffee-Google Map Your Business Wkshp 1/28			16.39
	9	Credit-Member Rate APA Conf-T Rogers			-315.00
			Total for Check Number 55009:	0.00	2,655.59
55010	Bankcr13	Business Card Bank of America	02/29/2016		
	1	Supplies-Preschool Pals			182.72
	2	Supplies-Preschool Pals			80.28
	3	Refreshments-Map Your Neighborhood Mtg 02/1			16.37
			Total for Check Number 55010:	0.00	279.37
55011	BENMEAD S10225399	Ben Meadows Company 1 Pr Chest Waders-M Chew	02/29/2016		
					133.68
			Total for Check Number 55011:	0.00	133.68
55012	BENEAD 1601517 1601517A	Benefit Administration Co, LLC 2016 Plan Renewal Fee Section 125 Flexible Benefits Plan-Jan	02/29/2016		
					250.00
					184.00
			Total for Check Number 55012:	0.00	434.00
55013	BUILDEX 1049328	Builders Exchange of Washington Inc On-Line Project Posting-City Hall Annex Bldg R	02/29/2016		
					54.75
			Total for Check Number 55013:	0.00	54.75
55014	BANKCR19	Business Card	02/29/2016		
	1	Coffee-Police Chief Candidates Open House			32.77
	2	Brkfst Sandwiches-Management Team Mtg 01/0			35.62
	3	Boxed Lunches-Police Chief Open House			114.05
	4	17 Month Wall Calendar-Recognition Committee			38.75
	5	17 Month Wall Calendar-Kelly Chelin			38.75
	6	Get Well-Garden Basket-T Gathmann			82.33
			Total for Check Number 55014:	0.00	342.27

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
55015	BANKCR20	Business Card	02/29/2016		
	1	Washer for Street/Path Lights			0.71
	10	Hex Nuts/Washers/Bolts & Rubber Straps			65.89
	11	Trailer Repair			150.76
	12	Fridge-Annex Bldg			808.40
	13	Shop Supplies-Organize PW Shop			34.95
	14	Water Boots For Waders			97.73
	15	Right Angle Driver-Street Lights			24.63
	2	Alcohol-Cleaning Supplies			8.31
	3	Cord Channel-TV Install-CM Office			31.94
	4	Bar Reuse-Supply/Storage			21.28
	5	Hip Waders-Tanner M			120.51
	6	A-Frame Sign-35th Ave			34.20
	7	Storage Bins for Supplies & Banners			257.19
	8	Electrical Connectors			7.19
	9	Misc Supplies-PW Shop			62.40
	9A	Dept Share Dewalt Chop Saw			109.05
	9B	Dept Share Dewalt Chop Saw			109.05
Total for Check Number 55015:				0.00	1,944.19
55016	BANKCR21	Business Card	02/29/2016		
	1	WCMA 2016 Membership Fees-R Polizzotto			315.00
	2	Business Lunch 01/22-R Polizzotto			61.52
	3	Business Lunch 01/29-R Polizzotto			39.67
	4	Business Lunch 02/03-R Polizzotto			31.56
	5	Business Lunch 02/04-R Polizzotto			49.37
Total for Check Number 55016:				0.00	497.12
55017	BANKCR22	Business Card	02/29/2016		
	1	Coffee-LEMAP 01/19 & 01/20			32.77
	2	Lunch 01/19-LEMAP			74.47
	3	Lunch 01/20-LEMAP			75.02
	4	Breakfast 01/20-LEMAP			12.00
	5	Dry Cleaning-Larry Dickerson			34.96
	6	CR2 Lithium-Patrol Optics			13.09
Total for Check Number 55017:				0.00	242.31
55018	CARLSONJ 6030	Jessica Carlson Adventures in Art-Winter 01/22-2/19	02/29/2016		
Total for Check Number 55018:				0.00	399.00
55019	CDW CBZ7880 CBZ7880A CBZ7880B	CDW Government Sonicwall NSA 3600 SEC S/N#C0EAE4C557E Sonicwall NSA 3600 HA Unit S/N#C0EAE4CD Sonicwall Ddateful HA UPG 3500	02/29/2016		
Total for Check Number 55019:				0.00	7,788.09
55020	CINTAS 460541084 460541084A	Cintas Corporation Loc. #460 Floor Mat Service 02/19 Floor Mat Service 02/19	02/29/2016		
Total for Check Number 55020:				0.00	93.99
55021	Comcast 0457011 0724345	Comcast High Speed Internet Fee 02/18-03/17 Internet For ITS 02/14-03/13	02/29/2016		
Total for Check Number 55021:				0.00	191.29 96.29

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 55021:	0.00	287.58
55022	COPIETC AR13467 AR13467A AR13467B AR13467C	Copiers Etcetera, Inc. Admin Copier/Admin Printer Maint 12/11-01/10 P & R Share Copier Maint 12/11-01/10 Finance Share Copier Maint 12/11-01/10 Police Copier/Printer Maint 12/11-01/10	02/29/2016		640.41 121.27 40.42 332.19
			Total for Check Number 55022:	0.00	1,134.29
55023	DATAQST CIMILLICREEK	DataQuest, LLC Background Check Services-G Elwin	02/29/2016		96.00
			Total for Check Number 55023:	0.00	96.00
55024	DYSONT Reimb Exp	Tracy Dyson Reimb Plug-In 24 VDC Power Supply-Pine Mea	02/29/2016		37.41
			Total for Check Number 55024:	0.00	37.41
55025	FRSTLNCM 137826	Firstline Communications Inc Software Assurance-12 Month Phone System M:	02/29/2016		2,934.60
			Total for Check Number 55025:	0.00	2,934.60
55026	FONGJ 6079	Jeffrey Fong Photography: Basic Digital1/28-2/25 #6079	02/29/2016		504.00
			Total for Check Number 55026:	0.00	504.00
55027	GTENORTH 425 316-0326 425 745-6974	Frontier Alarm System Line Chgs 02/16-03/15-Cook Pro Admin Fax Line/CC Line 02/19-03/18	02/29/2016		50.83 154.28
			Total for Check Number 55027:	0.00	205.11
55028	GUARDSEC 634849	Guardian Security Alarm Monitoring - CH Annex 03/01-05/31	02/29/2016		105.00
			Total for Check Number 55028:	0.00	105.00
55029	SNOCOHU I000405468	Snohomish County Human Services Dept. 2% Liquor Profits/Liquor Excise Taxes-4thQ	02/29/2016		1,241.27
			Total for Check Number 55029:	0.00	1,241.27
55030	KROESENS 31136-1	Kroesen's Uniform Company Duty Belt,Holster,Mag Holders,Cuff Case-G Elv	02/29/2016		215.48
			Total for Check Number 55030:	0.00	215.48
55031	LESSCHW 39500265963	Les Schwab LOF-#41	02/29/2016		38.35
			Total for Check Number 55031:	0.00	38.35
55032	LEXNEXIS 3090416733 3090444681	LexisNexis LexisNexis Monthly Chgs 12/01-12/31 LexisNexis Monthly Chgs 01/01-01/31	02/29/2016		167.60 167.60
			Total for Check Number 55032:	0.00	335.20

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
55033	MARKTSOL 21472	Marketing Solutions Inc Development City Communications Plan-4th Ins	02/29/2016		7,950.00
				Total for Check Number 55033:	0.00 7,950.00
55034	MAYBERM 5933 6015 6019	Mitch Mayberry Tiny Tiger Martial Arts 01/08-02/19 #5933 Tiger Martial Arts-Beg 01/08-02/19 #6015 Tiger Martial Arts-Colored 01/08-02/19 #6019	02/29/2016		700.70 431.20 269.50
				Total for Check Number 55034:	0.00 1,401.40
55035	HARMSWRJ Rec# 17626	Method Works Consulting LLC Refund Overpayment-2015 Business License Fe	02/29/2016		12.50
				Total for Check Number 55035:	0.00 12.50
55036	MCFAMPR 69701	Mill Creek Family Practice Pre-Employment Exam--C Schedler	02/29/2016		375.00
				Total for Check Number 55036:	0.00 375.00
55037	MISTERTS 106118	Mister T's Trophies 4 Name Tags-Economic Development Team	02/29/2016		55.30
				Total for Check Number 55037:	0.00 55.30
55038	Paws January 2016	PAWS Animals Brought to Shelter - January	02/29/2016		448.98
				Total for Check Number 55038:	0.00 448.98
55039	PERRYD Reimb Exp	Donnie Perry Reimb Police Chief Candidate Travel Costs	02/29/2016		1,000.00
				Total for Check Number 55039:	0.00 1,000.00
55040	PERTEET 20150228.000-3 20150260.000-3	Perteet Inc Mill Creek 2016 Overlay-Curb Ramp/Channeliz; Mill Creek Road Surface Water Retrofit 01/01-0	02/29/2016		7,520.00 7,970.09
				Total for Check Number 55040:	0.00 15,490.09
55041	PILCKREN 32962 32962A	Pilchuck Rentals and Equipment Sales Bar & Chain for Climbing Saw Bar & Chain for Climbing Saw	02/29/2016		37.24 37.23
				Total for Check Number 55041:	0.00 74.47
55042	PLANTSCP 40058 40058A 40058B 40058C 40058D 40058E 40058F	Plantscapes Horticultural Services Landscape Maintenance/City Hall-Nov Landscape Maintenance/Annex-Nov Landscape Maintenance/Library-Nov Landscape Maintenance/Parks-Nov Landscape Maintenance/R/W Medians-Nov Landscape Maintenance/Interior Medians-Nov Landscape Maintenance/Exterior Ponds 6-Nov	02/29/2016		247.33 103.61 247.33 4,071.73 1,031.65 82.73 66.85
				Total for Check Number 55042:	0.00 5,851.23
55043	PLATT I699941	Platt Electric Supply, Inc Street Light Bulbs-Variou Locations	02/29/2016		404.59

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 55043:	0.00	404.59
55044	PROFORCE 264183	ProForce Law Enforcement 3 Long Gun Light Kits	02/29/2016		140.10
			Total for Check Number 55044:	0.00	140.10
55045	SNOCPU 2001-0143-4 2001-5445-8 2013-5396-8 2017-5296-1 2019-4860-1 2022-1236-1 2022-3010-8 2024-6104-2 2024-6104-2A 2026-6749-9 2026-9300-8 2028-5205-9 2029-5905-2 2031-6469-4 2033-4808-1 2033-8815-2 2206-1241-0	PUD No. 1 of Snohomish County 2725 Seattle Hill Rd 01/13-02/10 2720 Seattle Hill Rd 01/13-02/10 15728 Main St 01/08-02/08 15429 1/2 Bothell Everett Hwy 01/08-02/05 13903 N Creeck Dr 01/20-02/19 928 Dumas Rd 01/20-02/19 1900 164th St SE 01/12-02/11 Credit 15803 32nd Ave SE 11/07-01/20 15803 32nd Ave SE 01/13-02/10 2024 Seattle Hill Rd 01/12-02/11 15720 Main St 01/16-02/17 15720 Main St Unit B 01/16-02/17 4842 SAC 01/08-02/05 13510 N Creek Dr 01/20-02/19 14810 35th Ave SE 01/13-02/10 15429 Bothell Everett Hwy 01/08-02/05 15601 22nd Ct SE 12/30-02/01	02/29/2016		15.37 15.37 1,447.93 16.76 783.80 137.50 23.10 -37.02 103.16 35.66 1,693.80 390.31 70.41 48.65 60.40 23.61 27.17
			Total for Check Number 55045:	0.00	4,855.98
55046	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main St 01/19-02/18 15728 Main St 01/19-02/18	02/29/2016		346.93 656.34
			Total for Check Number 55046:	0.00	1,003.27
55047	REYNOLDK 6074	Kelly Reynolds Gyrokinesis 02/02-02/23 #6074	02/29/2016		184.80
			Total for Check Number 55047:	0.00	184.80
55048	RKSOLID 6053	Rock Solid Learning LLC Fossils Rock 02/20 #6053	02/29/2016		50.40
			Total for Check Number 55048:	0.00	50.40
55049	SHANWILS 93881 93883	Shannon & Wilson Inc Environmental Engr Serv-3032 138th St Floodin 35th Ave SE Eval-6th Month Monitoring	02/29/2016		540.00 335.00
			Total for Check Number 55049:	0.00	875.00
55050	SNDPUBIN EDH680530 EDH681991	Sound Publishing Inc Pub of Ord No. 2016-806 Notice of Meeting Canceled	02/29/2016		25.80 24.08
			Total for Check Number 55050:	0.00	49.88
55051	SDISTCRT December 2015 December 2015A January 2016 January 2016A	South District Court Interpreter Costs - Dec Filing Fees SD Court - Dec Interpreter Costs - Jan Filing Fees SD Court - Jan	02/29/2016		275.11 3,461.05 945.24 2,456.00

AGENDA ITEM #D.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 55051:	0.00	7,137.40
55052	STRAUSE 6070 Drop In Yoga	Erica Strauss Purna Yoga-Beg 01/13-02/24 #6070 Purna Yoga Drop In 01/13-02/24 #6070	02/29/2016		157.50 91.00
			Total for Check Number 55052:	0.00	248.50
55053	TACSCREW 18106168 18106198	Tacoma Screw Products Inc Hex Nuts/Washers-Sweeper PW 10 Hex Cap Screws/Washers-Sweeper PW 10	02/29/2016		3.21 31.70
			Total for Check Number 55053:	0.00	34.91
55054	VERIZON 9759169948	Verizon Wireless Air Card/USB Cell Chgs 12/21-01/20-PD	02/29/2016		1,264.37
			Total for Check Number 55054:	0.00	1,264.37
55055	WWGRAIN 9018881541	W.W. Grainger, Inc. 2 Cs Ear Plugs	02/29/2016		94.81
			Total for Check Number 55055:	0.00	94.81
55056	WAVEDIV 36764	WaveDivision Holdings, LLC Fiber Lease-15728 Main St to 3000 Rockefeller .	02/29/2016		642.87
			Total for Check Number 55056:	0.00	642.87
55057	WELLSFRL 5002869421	Wells Fargo Financial Leasing Ricoh Printer Lease 03/18-04/17	02/29/2016		61.89
			Total for Check Number 55057:	0.00	61.89
55058	ZAC&THOM 1200 1201	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-Jan Monthly Prosecution Legal Retainer-Feb	02/29/2016		8,701.91 8,701.91
			Total for Check Number 55058:	0.00	17,403.82
			Total for 2/29/2016:	0.00	104,407.05
			Report Total (56 checks):	0.00	104,407.05



Date: February 8th, 2016

Payroll Check Batches		
Dated	Check Numbers	Amount
03/04/16	ACH Automatic Deposit Checks	\$141,250.79
02/22/16	ACH Wire MEBT- Wilmington Trust	\$29,757.28
02/22/16	ACH Wire- FWT & Medicare Taxes	\$29,273.44
02/22/16	ACH Wire- ICMA RC- Def. Comp	\$1,007.94
02/22/16	ACH Wire- BAC- Flex Spending Acct	\$1,739.78
Total		\$203,029.23

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 \$203,029.23.

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

Councilmember

Councilmember

Unavailable

Finance Director
Rebecca C. Polyzoff

City Manager

Validator Summary Report

Validator Summary Report

Report Date: 03/02/2016

Report Time: 02:31:03 PM

Import Date: 03/02/2016
 Import Time: 14:31:01
 Customer: City of Mill Creek
 User: JOSHROUNDY
 File: march 05 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:		109	Total Records Accepted:	109	Total Records Rejected: 0
Total Accepted Debit Amount:		\$0.00	Total Accepted Dollar Amount:	\$141,250.79	Total Rejected Dollar Amount: \$0.00
Total Accepted Credit Amount:		\$141,250.79			

Payroll

Deduction Register - Totals Only



User: brooklynl
 Printed: 3/3/2016 - 9:36 AM
 Check Date Range: All
 Period End Range: 02/01/2016 to 02/15/2016
 Batch Info: All
 Deductions: MEBTA1, MEBTA2, MEBTAA, MEBTEE, MEBTER, MEBTME, MEBTMR, MEBTPS Totals Only

	<u>Amount</u>
MEBTA1: MEBT Add < 10% -Employee	182.64
MEBTA2: MEBT Add >10% -Employee	386.20
MEBTAA: MEBT Additional Amount	200.00
MEBTEE: MEBT - Employee	14,037.49
MEBTER: MEBT - Employer	12,978.39
MEBTME: MEBT Medicare-EE	37.30
MEBTMR: MEBT Medicare-ER	37.30
MEBTPS: MEBT PREMIUM S'S	1,897.96
	<hr/> <hr/>
Report Total:	29,757.28
	<hr/> <hr/>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 3/3/2016 - 9:42 AM
Check Date Range: All
Period End Range: 02/01/2016 to 02/15/2016
Batch Info: All
Deductions: FED, MEDI, MEDIRTotals Only



	<u>Amount</u>
FED: Federal Income Tax	22,844.52
MEDI: Medicare - Employee	3,214.46
MEDIR: Medicare - Employer	3,214.46
	<hr/> <hr/>
Report Total:	29,273.44
	<hr/> <hr/>

Payroll

Deduction Register - Totals Only

User: brooklynl
Printed: 2/22/2016 - 3:10 PM
Check Date Range: All
Period End Range: 02/01/2016 to 02/15/2016
Batch Info: All
Deductions: DEFICM, ICMATotals 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: 2/22/2016 - 8:36 AM
Check Date Range: All
Period End Range: 02/01/2016 to 02/15/2016
Batch Info: All
Deductions: DCARE, DEFDAY, DEFHEA, HCARETotals Only



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