

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 office of the City Clerk at (425) 921-5776 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. 2017-815

Next Resolution No. 2017-565

May 9, 2017
City Council Meeting
6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AUDIENCE COMMUNICATION

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

PRESENTATIONS

- B. Proclamation: National Public Service Recognition Week

NEW BUSINESS

- C. Appointments to the Planning Commission
(*City Council*)

WORK SESSION

- D. ADP Demonstration and Process Review
(*Rebecca C. Polizzotto, City Manager*)

CONSENT AGENDA

- E. Approval of Checks #56890 through #56935 and ACH Wire Transfers in the Amount of \$92,016.15
(*Audit Committee: Mayor Pruitt and Councilmember Bond*)
- F. Payroll and Benefit ACH Payments in the Amount of \$197,158.53
(*Audit Committee: Mayor Pruitt and Councilmember Bond*)

REPORTS

- G. Mayor/Council
- H. City Manager
- Council Planning Schedule
 - Legislative Summary
 - Quarterly Financial Report
 - PUD Update

RECESS TO EXECUTIVE SESSION

(*Confidential Session of the Council*)

- I. Review negotiations on the performance of a publicly bid contract per RCW 42.30.110 (1)(d)

AUDIENCE COMMUNICATION

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

ADJOURNMENT



Agenda Item # C
Meeting Date: May 9, 2017

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: APPOINTMENTS TO THE PLANNING COMMISSION

PROPOSED MOTION:

Motion to appoint Stan Eisner and Dennis Teschlog to serve a three-year term on the Planning Commission.

KEY FACTS AND INFORMATION SUMMARY:

There are two terms on the Planning Commission that expired on April 30, 2017. Notices soliciting a new member were posted at City Hall, on the City's website and a press release was sent to the local newspapers.

Two individuals provided written responses to the notice for the vacant positions on the Planning Commission. Interviews are scheduled with the Council Interview Committee at 5:25 p.m. on Tuesday before the Council meeting.

CITY MANAGER RECOMMENDATION:

N/A

ATTACHMENTS:

Written responses expressing a desire to serve on the Planning Commission from:

Stan Eisner

Dennis Teschlog

Respectfully Submitted:

A blue ink signature of Joni Kirk, written in a cursive style, is positioned above a horizontal line. Below the line, the name "Joni Kirk" and title "Acting City Manager" are printed in a standard font.

G:\EXECUTIVE\WP\COUNCIL\SUMMARY\2017\Planning Commission Appointment.docx

April 2, 2017

City of Mill Creek
Department of Community and Economic Development
15728 Main Street
Mill Creek, Washington 98012

Dear Department of Community Development-

I am expressing my interest in continuing as a commissioner of the City of Mill Creek Planning Commission.

I have served the city on the Planning Commission since April of 2014 and am seeking re-appointment by the Mill Creek City Council for the commissioner next term.

I contributed to the success of the 2015 Comprehensive Plan Update and have been grateful to serve the last three years.

I live in the city of Mill Creek in the Fairway Subdivision.

My professional experience is in the Architectural-Engineering profession as a Cost Estimator working on developing the cost of construction projects during design. I am the Vice President of Estimating for ProDims, LLC.

Sincerely,

Dennis Teschlog

Dennis Teschlog
dennisteschlog@gmail.com
cell phone: 425-299-7430
home phone: 425-385-2750
2516 147th PI SE
Mill Creek, WA 98012

STANLEY A. EISNER, AICP
13824 NORTH CREEK DRIVE, #501
MILL CREEK, WA 98012-6678
CELL: STAN@STANEISNER.COM

March 16, 2017

Sherrie Ringstad, Planning Specialist
City Hall Annex
15728 Main Street
Mill Creek, WA 98012

Dear Sherrie:

I received your letter of March 14, 2017 advising me that my term as a Planning Commissioner will expire on April 30. By this letter, I wish to be considered for another term on the Commission. I have appreciated the opportunity to serve the City, and to serve the Commission as their Chair for the past few years.

My problem is this. I will be out of the country from March 24 until April 26, and therefore will be unable to meet the interview schedule. I would hope that some accommodation can be made in my case, since I have been interviewed several times by the Council committee, with recommendations for appointment following each interview.

I hope that my experience and past participation will permit the Council to consider my application for re-appointment.

Thank you for your attention.

Respectfully submitted


Stan Eisner, AICP



Date: May 9, 2017

A/P Check Batches		
Dated	Check Numbers	Amount
04/26/2017	EFT Debit-DOR Sales Tax	\$2,279.80
04/27/2017	Wire-DOR-Leasehold Excise Tax	\$3,588.72
04/28/2017	56890-56935	\$86,147.63
Total		\$92,016.15

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 56890 through 56935, and EFT Debit/Wire in the amount of \$92,016.15.

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

Councilmember

E. Jensen

Finance Director *Accountant*

John


City Manager (Active)

Councilmember

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4/24/2017

Combined Excise Tax Return

 Electronic Filing – Washington State	E-file Time: 11:45 AM help?
	My Account Home Account(s) Account Activity List Server Suggestions Logout

CITY OF MILL CREEK 600-598-011

Confirmation

Confirmation Number	20542429
Tax Registration Number	600598011
Reporting Period	03/2017
Payment Type	EFT Debit
Date and Time Submitted	4/24/2017 11:45:47 AM
Date of Transfer	04/26/2017
Payment Amount	2,279.80
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 Details Report



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 04/27/2017 12:57:14 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 174RD5320H7V1179

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 Dept. 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: 3,588.72

Value Date: 04/27/2017

Optional Information

Sender's Reference Number: Leasehold Excise

Beneficiary Information: Leasehold Excise Tax

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017042700334012
Confirmation #: FEDR:20170427B6B7HU3R010527

Input Time: 04/27/2017 12:54:32 PM CDT
Time: 04/27/2017 12:57:00 PM CDT

Accounts Payable

Checks by Date - Detail by Check Date

User: Jodieg
 Printed: 5/4/2017 9:57 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
56890	ADLFSASC	ESA	04/28/2017		
	127437	Prof Serv Support City Projects 7/11-03/03			879.10
	127437A	Prof Serv Sortino Property 7/11-03/03			581.25
	127437B	Prof Serv Arena Sports Property Review 7/11-03			1,599.47
	127437C	Prof Serv Star Roofing & Const 7/11-03/03			3,168.75
		Total for Check Number 56890:		0.00	6,228.57
56891	ADPLLC	ADP, LLC	04/28/2017		
	490240546	Payroll Processing Chgs-Workforce 03/13			880.91
		Total for Check Number 56891:		0.00	880.91
56892	APPLCONC	Applied Concepts, Inc.	04/28/2017		
	305887	Lidar Serial #3199, Lidar Serial #4195	Traffic Safety Equipment Gra		4,198.75
		Total for Check Number 56892:		0.00	4,198.75
56893	AWC1	Association of WA Cities	04/28/2017		
	51247	2017 AWC Annual Conference Registration-R P			400.00
	51247A	2017 AWC Annual Conference Registration-P L:			400.00
		Total for Check Number 56893:		0.00	800.00
56894	BANKCR13	Business Card Bank of America	04/28/2017		
	1	StrengthsFinder 2.0 Assessment-T Yates			15.47
	2	3CMA Regional Conference 4/07-B Davern			120.00
	3	Easter Stickers, Glow in the Dark Bracelets-Egg:			180.03
	3A	Use Tax-Easter Stickers, Glow in the Dark Brace			-16.22
	4	18,000 Empty Plastic Eggs			1,164.94
	4A	Use Tax-18,000 Empty Plastic Eggs			-104.94
	5	Fuel-Staff Car-03/29			52.95
	6	Parking-North Pointe Park Design Mtg-Gathmar			14.00
	7	1,000 Re-usable Shopping Bags/600 Plastic Cup			1,257.46
	7A	Use Tax-1,000 Re-usable Shopping Bags/600 Pl:			-118.46
		Total for Check Number 56894:		0.00	2,565.23
56895	BANKCR16	Bank of America	04/28/2017		
	1	Parking 03/09-PAC Mtg-T Rogers			6.00
	2	2017 WABO Annual Education Institute-M Thor			400.00
	3	Mill Creek Rotary Meeting 03/15-T Rogers			17.00
	4	MCBA Mtg 03/21-T Rogers			10.00
	4A	MCBA Mtg 03/21-B Davern & J Kirk			20.00
	5	WSAPT Spring Education Conf-S Ringstad			150.00
	6	Annual WSAPT Membership-S Ringstad			35.00
	7	WSAPT Spring Education Conf-S Steepy			150.00
	8	Mill Creek Rotary Meeting 03/29-T Rogers			17.00
		Total for Check Number 56895:		0.00	805.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
56896	BANKCR20	Business Card	04/28/2017		
	1	Toilet Supply Liners-CH North			52.22
	10	Furniture Moving Kit-Admin/Passport Office M			32.95
	11	Light Repair Exterior-CH North			36.95
	12	Locker/Tool Wall PW Shop Hardware			137.22
	13	12 Treated Sign Posts-Streets			269.96
	14	4 x 4 Sign Posts/Streets			120.11
	15	Door Controller-MCSP			301.74
	16	APWA-Public Works Leadership Skills-N Beagl			500.00
	17	8 Casters-PW			37.24
	18	Misc PW Shop Supplies			34.27
	19	Scrub Brush, Acid Brush, Shelf Brackets			60.96
	2	Toilet Supply Liners-CH North			11.61
	3	Toilet Supply Liners-CH North			6.02
	4	Spray Paint-MCSP			8.53
	5	Websters Pond Culvert Deceiver			327.40
	6	Websters Pond Culvert Deceiver			69.72
	7	1 Wheat Straw Wattles			29.47
	8	Exhaust Fan MCSP Restrooms			127.48
	9	Aluminum Fence Ties-Websters Pond Road Culv			16.42
		Total for Check Number 56896:		0.00	2,180.27
56897	BANKCR23	Business Card	04/28/2017		
	1	1 Office Chair-G Elwin			274.74
		Total for Check Number 56897:		0.00	274.74
56898	BANKCR24	Business Card	04/28/2017		
	1	Going Away Lunch 03/08-Scott Smith			155.40
	2	Lunch Mtg 03/30-P Lauerman, J Busch,R Polizz			61.41
		Total for Check Number 56898:		0.00	216.81
56899	BUSCHJ Reimb Exp	James Busch Reimb Mileage/Meals 04/18-04/21-ACCIS Cont	04/28/2017		352.90
		Total for Check Number 56899:		0.00	352.90
56900	CINTAS 460848548 460848548A	Cintas Corporation Loc. #460 Floor Mat Service 03/31 Floor Mat Service 03/31	04/28/2017		65.96 38.74
		Total for Check Number 56900:		0.00	104.70
56901	COHENLAW 1	Cohen Law Group Comcast Franchise Fee Audit 03/20-Contract No	04/28/2017		1,770.00
		Total for Check Number 56901:		0.00	1,770.00
56902	COPIETC AR22975	Copiers Etcetera, Inc. Repair & Maint - Copy Machines - Apr	04/28/2017		1,674.46
		Total for Check Number 56902:		0.00	1,674.46
56903	DEVINEWN 6647	DeVine Wines Wine 101 Class 04/25 #6647	04/28/2017		291.20
		Total for Check Number 56903:		0.00	291.20
56904	ELLITIRE 077886	Elliott Tire & Service Inc Replace Fuel Pump/Rear Disc Brake/Drums/Bra	04/28/2017		1,498.46

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 56904:	0.00	1,498.46
56905	EMSECDEP 600-598-011	Employment Security Depart Unemployment Claims - 1st Qtr 2017	04/28/2017		434.10
			Total for Check Number 56905:	0.00	434.10
56906	FIRESTON 214582	Firestone Complete Auto Care Electrical System Test Labor-Staff Car #1	04/28/2017		27.58
			Total for Check Number 56906:	0.00	27.58
56907	JOHNCLNR 1934	John's Cleaning Services Inc Uniform Dry Cleaning - April	04/28/2017		44.81
			Total for Check Number 56907:	0.00	44.81
56908	KIDZLOVS 6335 6343 6349 6354 6359	North American Youth Activities, LLC KLS Soccer: M&M 11/01-12/06 #6335 KLS Soccer: Tot-Soccer 11/01-12/06 #6343 KLS Soccer: Pre-Soccer 11/01-12/06 #6349 KLS Soccer: Soccer 1 11/01-12/06 #6354 KLS Soccer: Soccer 2 11/01-12/06 #6359	04/28/2017 Replacement Check for Lost C Replacement Check for Lost C Replacement Check for Lost C Replacement Check for Lost C Replacement Check for Lost C		190.40 285.60 571.20 333.20 714.00
			Total for Check Number 56908:	0.00	2,094.40
56909	KROESENS 43598 43649 43931 43953	Kroesen's Uniform Company 3 S/S Polo Shirts-T Bridgeman Ballistic Vest/Impact HT Black-N Lerma 1 SPD 8Pt 811 Navy 7.625-R Fleming 1 Pr Danner Boots-T Eickenberry	04/28/2017		108.80 936.74 69.00 274.15
			Total for Check Number 56909:	0.00	1,388.69
56910	LESSCHW 39500330178	Les Schwab 2 Tires, Wheel Spin Balance-Bucket Truck-PW t	04/28/2017		874.56
			Total for Check Number 56910:	0.00	874.56
56911	MEECES 6383	Stephanie Meece Jump Rope for Kids: Spring Break Camp 4/3-4/t	04/28/2017		420.00
			Total for Check Number 56911:	0.00	420.00
56912	NORTHSH 7246	Northshore Senior Center Allocation for Senior Program-1st Qtr 2017	04/28/2017		3,125.00
			Total for Check Number 56912:	0.00	3,125.00
56913	PACRIMC 03/2017	Pacific Rim Code Services, Inc Prof Service-Plan Reviews 03/01-03/30 45 Hrs	04/28/2017		2,700.00
			Total for Check Number 56913:	0.00	2,700.00
56914	PHINPHOT 04/18	Jeanne Phinney Photography Photography-City Hall Open House 4/18-4-6pm	04/28/2017		200.00
			Total for Check Number 56914:	0.00	200.00
56915	PITNEYW # 8001385	Purchase Power Postage-Refill Postage Meter.	04/28/2017		4,007.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 56915:	0.00	4,007.00
56916	PLANTSCP	Plantscapes Horticultural Services	04/28/2017		
	43222E	Landscape Maintenance-City Hall North-March			69.61
	43222EA	Landscape Maintenance-City Hall South-March			166.17
	43222EB	Landscape Maintenance-Library-March			165.34
	43222EC	Landscape Maintenance-Parks-March			3,379.28
	43222ED	Landscape Maintenance-R/W & Interior Median			1,150.81
	43222EE	Landscape Maintenance-Pond 6-March			44.91
	43222E	Landscape Maintenance-Ditches/Ponds-March			944.22
			Total for Check Number 56916:	0.00	5,920.34
56917	POLLARDA 489	Andrea Pollard Flagging Class 04/13-N Beagle/M Harbison	04/28/2017		110.00
			Total for Check Number 56917:	0.00	110.00
56918	PUBSAF 2017-7500	Public Safety Testing 1st Qtr Subscription Fees - Jan-Mar 2017	04/28/2017		257.00
			Total for Check Number 56918:	0.00	257.00
56919	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main Street 03/21-04/18 15728 Main Street 03/21-04/18	04/28/2017		227.81 604.70
			Total for Check Number 56919:	0.00	832.51
56920	REGDISP 0000050551	Regional Disposal/Rabanco Street Sweeping Waste - 9.46 TN	04/28/2017		425.70
			Total for Check Number 56920:	0.00	425.70
56921	RKSOLID 6321 6543 6554	Rock Solid Learning LLC Geology Rocks! 3/18 #6321 Fossils & Tiny Treasurers 4/22 #6543 Rocks: Fossils Rock! 04/22 #6554	04/28/2017		140.00 78.40 68.60
			Total for Check Number 56921:	0.00	287.00
56922	SEADAIJ 3324325	Daily Journal of Commerce BC: Landscape Maintenance 4/10, 4/13, 4/17, 4/	04/28/2017		216.00
			Total for Check Number 56922:	0.00	216.00
56923	SHORTCR 492875 492876 492876A 492877 492877A 492879 492879A 492880	Short Cressman & Burgess PLLC Prof Legal Services-CED-March Prof Legal Services-Engr-March Prof Legal Services-City Streets-March Prof Legal Services-Exec-March Prof Legal Services-Exec-Leadership Mtg 3/22-l Prof Legal Services-City Clerk-March Prof Legal Services-PIO-March Prof Legal Services-Fire Contract-March	04/28/2017		682.00 1,573.00 840.00 2,532.40 1,364.00 837.00 1,612.00 8,810.10
			Total for Check Number 56923:	0.00	18,250.50
56924	SNDPUBIN EDH752207	Sound Publishing Inc BC: 2017 Landscape Maintenance Contract	04/28/2017		92.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 56924:	0.00	92.88
56925	SNOCPUD 2001-0143-4 2001-5445-8 2017-5296-1 2019-4860-1 2022-1236-1 2022-3010-8 2024-6104-2 2026-6749-9 2026-9300-8 2028-5205-9 2029-5905-2 2033-4808-1	PUD No. 1 of Snohomish County Speed Rador Sign SHR 03/11-04/10 2720 Seattle Hill 03/11-04/10 Library Park 03/10-04/06 13903 N Creek Dr 03/18-04/17 928 Dumas Rd 03/18-04/17 1900 164th St SE 03/11-04/10 15803 32nd Ave SE 03/11-04/10 2024 Seattle Hill Rd 03/14-04/11 15720 Main St 03/18-04/18 15720 Main St Unit B 03/18-04/18 4842 SAC 03/10-04/06 148th & 35th Signal 03/11-04/10	04/28/2017		16.53 16.53 16.24 1,147.83 115.78 23.26 59.87 33.33 1,929.16 340.17 62.54 63.31
			Total for Check Number 56925:	0.00	3,824.55
56926	STAND 600156-0001	Standard Ins. Company RA Life, AD&D & LTD Prem. MEBT-ER Paid-Apr	04/28/2017		4,043.45
			Total for Check Number 56926:	0.00	4,043.45
56927	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem. MEBT-ER Paid-Apr	04/28/2017		1,923.47
			Total for Check Number 56927:	0.00	1,923.47
56928	STAPLEAD 3337267235 8043808177 8043808177A	Staples Advantage 8 Ct Gloves-PW General Office Supplies-PD Records General Office Supplies	04/28/2017		499.98 92.92 383.07 1,975.97
			Total for Check Number 56928:	0.00	975.97
56929	TEKNON 2135	Teknon Retainage-Electrical Work-In-Carpet Wireway	04/28/2017		387.95
			Total for Check Number 56929:	0.00	387.95
56930	TERMINIX 364175572	Terminix Processing Center Pest Control-WO#145110982120-MC Library	04/28/2017		77.28
			Total for Check Number 56930:	0.00	77.28
56931	TRAMMELI 6640	Lori Trammel Cupcake Class 04/13 #6640	04/28/2017		105.00
			Total for Check Number 56931:	0.00	105.00
56932	ULINE 86097514	Uline 500/CT 9x12 Blue "Goodie" Bags-Open House	04/28/2017		57.03
			Total for Check Number 56932:	0.00	57.03
56933	WSCJTC 201128068 201128068A	Wa State Criminal Justice Training Commi: Blue Courage Training 3/14-3/31-I Durkee Blue Courage Training 3/14-3/31-S LaRose	04/28/2017		65.00 65.00
			Total for Check Number 56933:	0.00	130.00

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
56934	ZAC&THOM 1303	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-April	04/28/2017		8,875.95
Total for Check Number 56934:				0.00	8,875.95
56935	ZUMAR 0188002	Zumar Industries, Inc. 5 Street Signs-Double Sided No Border 24x6	04/28/2017		196.91
Total for Check Number 56935:				0.00	196.91
Total for 4/28/2017:				0.00	86,147.63
Report Total (46 checks):				0.00	86,147.63



Date: May 9, 2017

Payroll Check Batches		
Dated	Check Numbers	Amount
04/25/2017	ACH Automatic Deposit Checks	\$138,664.95
04/25/2017	ACH Wire- FWT & Medicare Taxes	\$28,130.03
04/24/2017	ACH Wire MEBT- Wilmington Trust	\$28,794.69
04/25/2017	ACH Wire- BAC- Flex Spending Acct	\$936.16
04/24/2017	ACH Wire- ICMA RC- Def. Comp	\$632.70
Total		\$197,158.53

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 \$197,158.53.

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

Councilmember

Erin...
 Finance Director - Accounting

John...
 City Manager (Acting)

Councilmember

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

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:17 Pay Date:04/25/2017 P/E Date:04/15/2017
 Qtr/Year:2/2017 Run Time/Date:13:31:59 PM EDT 04/21/2017

Taxes Debited	Federal Income Tax	22,343.08		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	2,893.44		
	Medicare - ER	2,893.51		
	Medicare Adj - EE	0.00		
	Medicare Surtax - EE	0.00		
	Medicare Surtax Adj - EE	0.00		
	COBRA Premium Assistance Payments	0.00		
	Federal Unemployment Tax	0.00		
	State Income Tax	0.00		
	Non Resident State Income Tax	0.00		
	State Unemployment Insurance - EE	0.00		
	State Unemployment Insurance Adj - EE	0.00		
	State Disability Insurance - EE	0.00		
	State Disability Insurance Adj - EE	0.00		
	State Unemployment/Disability Ins - ER	0.00		
	Workers' Benefit Fund Assessment - EE	0.00		
	Workers' Benefit Fund Assessment - ER	0.00		
	Local Income Tax	0.00		
	School District Tax	0.00		
	Total Taxes Debited	28,130.03		
Other Transfers	Full Service Direct Deposit/Acct. No.000060104700Tran/ABA125000024	138,664.95		
	Total Amount Debited From Your Account		166,794.98	Total Liability 166,794.98
Bank Debits & Other Liability	Checks	0.00		166,794.98
	Adjustments/Prepay/Voids	0.00		166,794.98
Taxes- Your Responsibility	None this payroll			166,794.98

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 04/24/2017 12:00:29 PM CDT

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

Status: Processing by Bank
Transaction Number: 174OC5159RBW1U79

Template Name: WILTRUST
Template Code: WILTRUST

Debit Account Information

Debit Bank: 125000024
Debit Account: 00000104700
Debit Account Name: Treas Checking
Debit Currency: USD

Beneficiary Details

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

Beneficiary Account: 9052074595
Beneficiary Bank ID: 022000046
MANUFACTURERS AND TRADERS TR C
ONE M AND T PLAZA, 15TH FL
BUFFALO
US - United States of America
Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 28,794.69

Value Date: 04/25/2017

Optional Information

Sender's Reference Number: CITY MILL CREEK

Beneficiary Information: City of Mill Creek n3177e

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017042400304731

Input Time: 04/24/2017 11:55:15 AM CDT
Time: 04/24/2017 12:00:05 PM CDT

dr
4125

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 04/24/2017
Report Time: 12:02:36 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	04/25/2017
ACH ID:	2911225895	Batch Sequence:	1
Application Name:	CCD Payments and Collections	Database Name:	BAC
Batch Status:	Released	Created By:	SANKOTTKE
Released By:	SANKOTTKE		

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$936.16	C	125108366	310005566	C	

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$936.16	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$936.16	1
Prenotes	\$0.00	0

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 04/24/2017 12:00:29 PM CDT

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

Status: Processing by Bank
Transaction Number: 174OC5633CZY1894

Template Name: ICMA 457 Plan
Template Code: ICMA

Debit Account Information

Debit Bank: 425000024
Debit Account: 00060104700
Debit Account Name: Treas Checking
Debit Currency: USD

Beneficiary Details

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

Beneficiary Account: 42500001
Beneficiary Bank ID: 022000048
MANUFACTURERS AND TRADERS TR C
ONE M AND T PLAZA, 15TH FL
BUFFALO
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 632.70

Value Date: 04/25/2017

Optional Information

Sender's Reference Number: 302029

Beneficiary Information: City of Mill Creek 302029

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017042400304729

Input Time: 04/24/2017 11:56:45 AM CDT
Time: 04/24/2017 12:00:05 PM CDT

ck
4/25

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

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

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

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: May 3, 2017

May 23, 2017

(Agenda Summary due 5/9)

- Proclamation – National Safe Boating Week
- Presentation: Employee Milestones – Kyle Hughes and Gina Pfister
- Presentation: Scholarship Award – Abigail Brandt
- Landscape Contract
- Public Safety Presentation:
 - Traffic Unit Year in Review
 - Body Camera Pilot Project
 - Resolution: Purple Heart Parking Designations

June 6, 2017

(Agenda Summary due May 23)

- Snohomish County Tourism Bureau Annual Report
- Update: Website Redesign Project
- Youth Advisory Board Recommendation

June 13, 2017

(Agenda Summary due May 30)

- Health District Introduction of Interim Administrator
- Traffic Calming Manual

June 27, 2017

(Agenda Summary due 6/13)

- Work Session:
 - Code Revision – Repeal of Board of Appeals/Adjustment
 - Code Revision – Art & Beautification Board

Work in Progress – Upcoming Agenda Items

- City Hall North HVAC Control System Replacement Contract
- Fire Contract
- Public Works Shop Design
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- SNOCOM Consolidation Updates
- SERS Radio Acquisition Updates
- Partnerships with Everett School District
- Council Chambers Configuration



Washington State 2017 Proposed Legislation Summary & Impacts

Updated May 4, 2017

Note: The regular session ended on April 23. The Governor now has 20 days to sign bills into law or veto them.

Legislation Summary	Status	City of Mill Creek Analysis and Recommendation
<p><u>HB1113 (Finance & Admin)</u></p> <ul style="list-style-type: none"> Gradually increases the amount of liquor profits distributed to cities and counties until reinstating the traditional percentage based sharing formula in state fiscal year 2025. 	<p>Still alive; may be held for consideration during budget negotiations and may be considered "necessary to implement the budget." Reintroduced, retained status in Rules 2 review.</p>	<p>AWC notes the importance of these funds that help support key public safety services. This gradually increases the local government's share of excess liquor revenues until the percentage-based method for distributions is restored. Under the proposal, cities and counties would receive \$49.4 million annually plus \$2.5 additional per year beginning in 2019 through 2024. In state fiscal year 2025, the bill would reinstate the traditional percentage based formula of 50/40/10. The proposal would require 60 percent of any liquor profits distributed to cities and counties in excess of \$49.4 million to be used for public safety.</p>
<p><u>HB1123 & SB5251 (Comms & Marketing)</u></p> <ul style="list-style-type: none"> Would create an industry-led Tourism Marketing Authority and provide performance-based industry funding mechanisms without additional taxes. 	<p>Because the tourism bill is considered "necessary to implement the budget", it will remain alive until the state budget is passed. HB1123 was reintroduced and retained status in House Committee on Appropriations. SB 5251 reintroduced and retained status in Ways & means.</p>	<p>The bill takes 0.1 percent of general sales taxes collected on retails sales of lodging, restaurants and rental cars for its Statewide Tourism Marketing Account. Deposits will be limited to \$5 million per biennium and are subject to private matching funds prior to expenditure. Cities support finding a dedicated source to promote tourism but AWC has concerns with the source of funding in this bill as currently written. The sales tax on rental cars is deposited into the multi-modal account, which funds a number of transportation related projects and programs that cities benefit from including grants for bicycle and</p>

		pedestrian projects, safe routes to schools and support for transit. AWC is working with the sponsors of this legislation to find a funding source for a much-needed Tourism Authority that does not divert funds away from important local transportation needs
<p><u>SHB1417 (Finance & Admin)</u></p> <ul style="list-style-type: none"> Concerns the harmonization of the open public meetings act with the public records act in relation to information technology security matters. Allows a governing body to hold an executive session during a regular or special meeting to consider information regarding: Infrastructure and security of computer and telecommunications networks; Security and service recovery plans; and Security risk assessments and security test results. 	<p>Passed by the House. Passed by the Senate. House Speaker signed on 4/14. Senate President signed 4/17. Governor signed this into law on 4/27.</p>	<p>Supported by the Association of County and City Information Systems.</p>
<p><u>HB1490 (Public Works)</u></p> <ul style="list-style-type: none"> Defers pavement condition reporting. Studies ways to consolidate various reporting requirements. 	<p>Passed by the House. Passed by the Senate. House Speaker signed on 4/14. Senate President signed 4/17. Next step: Governor's desk to sign into law.</p>	<p>AWC supports this.</p>
<p><u>HB1540 & SB5046 (Police, Comms)</u></p> <ul style="list-style-type: none"> Would require city emergency management departments to provide emergency notices in languages represented by their communities who speak a language other than English. Would also require cities to maintain updated demographic and language data on their jurisdiction. 	<p>SB 5046 Passed by the House. Passed by the Senate. Next step: Governor's desk to sign into law.</p> <p>HB 1540 was returned to the House by the Senate and reintroduced into Rules for a third reading.</p>	<p>AWC and other local government representatives testified with concerns about the construction of the bill, practical problems with implementation, and cost.</p>

<p><u>HB1594 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Requires training for records officers to address issues of retention, production and disclosure of electronic records. • Creates a grant program within the Office of the Secretary of State for local governments to improve their public record management systems. • Creates a study on the feasibility of establishing a statewide open records portal. • Provides for mediation between a city and a requestor when there is disagreement on a request. 	<p>Passed by the House. Amended by the Senate so it will head back to the House for concurrence. House concurred; Speaker Signed. Next step: Governor's desk to sign into law.</p>	<p>AWC supports this bill, which improves public records administration. Current law lacks provisions to protect the public from those who misuse or abuse public records law. Further, the current law has failed to keep up with changing technologies and best practices. This provides reasonable charges for providing electronic data, allows for alternative dispute resolution, and provides technical and funding assistance. This bill also is supported by the Association of County and City Information Systems.</p>
<p><u>HB1595 (Finance & Admin)</u></p> <ul style="list-style-type: none"> ○ Amends the PRA to allow cities to charge a small fee for providing copies of electronic records. A city may establish different fees by conducting its own cost-study, but the default charges in the bill are as follows: <ul style="list-style-type: none"> ○ 10 cents per scanned page ○ 5 cents per four files or attachments ○ 10 cents per gigabyte ○ These charges may be applied cumulatively • Allows an agency to charge a flat fee of \$2 for providing copies when the estimated costs are expected to be \$2 or more. • Creates the ability for cities to deny overwhelming computer generated "bot" requests. • Prohibits overly broad requests for all of a city's records. • Creates a way for cities to apply a service charge to exceptionally complex requests. 	<p>Passed by the House. Amended by the Senate so it will head back to the House for concurrence. House concurred with Senate amendments. Speaker signed. Next step: Governor's desk to sign into law.</p>	<p>AWC supports. Addresses costs associated with responding to public records requests.</p>
<p><u>HB1655 (Police)</u></p> <ul style="list-style-type: none"> • Seeks to expand presumptive occupational disease for police and fire personnel. • Expands occupational disease coverage to posttraumatic stress disorder. 	<p>Passed House and moves to the Senate. Referred to the committee on Commerce, Labor and Sports. Public hearing scheduled for 3/22. Senate returned bill to House. Reintroduced in 1st special session to Rules for 3rd reading.</p>	<p>AWC opposes expansion of occupational disease due to the potential for increased costs and the lack of scientific evidence tying these diseases to the occupation. AWC would like to stop this bill.</p>

<p><u>HB1677 & SB5496 (Public Works)</u></p> <ul style="list-style-type: none"> • Would build back a reformed Public Works Assistance account from loan repayments and a small amount of remaining tax revenue. 	<p>Still alive; may be held for consideration during budget negotiation. Referred to rules 2 Consideration. Reintroduced in 1st special session, and retained in Rules two considerations.</p>	<p>AWC considers this priority legislation to maintain and expand our critical municipal infrastructure. AWC expects to see an amended version emerge alongside the House's overall budget proposal in about a month. There are some positive signals that the House wants to fight to preserve the Public Works Trust Fund.</p>
<p><u>HB1752 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Would require governments who dispose of surplus property at fair market value to transfer 20 percent of the proceeds to the state for deposit into the Housing Trust Fund. 	<p>Looks likely that this will still move in the House, but not right away. A bipartisan workgroup of legislators from the House Capital Budget Committee has been meeting to find a path forward on a proposal for local infrastructure funding. Reintroduced in 1st special session, and retained in Rules two considerations.</p>	<p>While cities are strong supporters of affordable housing, this proposal has met with significant concern and opposition from AWC over the years.</p>
<p><u>HB1764 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Replaces the one percent cap on annual property tax increases with a limit tied to cost drivers. 	<p>Still alive; may be held for consideration during budget negotiations and may be considered "necessary to implement the budget." Executive action taken in Committee on Finance, passed. Reintroduced in 1st special session, and retained in Rules two considerations.</p>	<p>This is priority legislation for AWC.</p>
<p><u>HB1797 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Provides cities limited sales tax remittance for qualifying investments, • Provides cities and counties authority to use real estate excise taxes to support affordable housing. • Provides cities and counties with councilmanic authority to impose affordable housing sales tax. 	<p>Executive action taken in Community Development, Housing & Tribal Affairs. Reintroduced in 1st special session, and retained in second reading by Rules.</p>	<p>AWC supports this.</p>
<p><u>HB2005 and SB5777 (Community & Econ Dev)</u></p> <ul style="list-style-type: none"> • HB2005 includes an amendment by the Senate Ways & Means Committee changing the timeline to phase in cities to partner with the state's business licensing system from 10 years to five years, if funding is appropriated. • SB5777's provisions are almost identical to EHB 2005, 	<p>EHB 2005 House concurred with Senate amendments; passed the House. Speaker signed. Senate President signed. ESSB 5777 was also moved out of the House Rules Committee. House returned to senate. Senate placed on Rules White Sheet. Reintroduced in 1st special session, and retained in Rules for third reading.</p>	

<p>with the exception of the timeline to phase in cities to partner with the business license system, which is 10 years in the House Finance amended version of the bill.</p>		
<p><u>HB2006 (Finance & Admin)</u></p> <ul style="list-style-type: none"> Removes non-supplant language from city and county criminal justice account distributions and the mental health sales tax. Currently, every city receives a portion of more than \$35M per biennium in criminal justice assistance. 	<p>Passed House; moves to the Senate. Referred to the Local Government committee. Executive action taken, passed with amendments. Returned to House Rules for third reading. Reintroduced in 1st special session, and retained in Rules for third reading.</p>	<p>AWC supports this.</p>
<p><u>SB5033 (Public Works)</u></p> <ul style="list-style-type: none"> This bill focuses more resources on cities under 50,000 in population. Removes the requirement that the legislature approve the list of loans recommended by the Public Works board. Institutes an interagency LEAN process to recommend improvements to all state infrastructure funding programs. Includes a two-year extension of the tax revenue diversions that have been in place for several years. 	<p>Passed third reading in House. Senate refuses to concur on House amendments; asks House to recede from amendments.</p>	<p>AWC supports the House proposed version of this bill. Asking cities to contact their senators and encourage them to concur on the House passed version.</p>
<p><u>SB5445 (Community & Econ Develop.)</u></p> <ul style="list-style-type: none"> Prohibits the use of eminent domain for economic development. 	<p>Passed in the Senate; moves to the House. Executive Action in Judiciary passed on 3/23. Referred to rules 2. Senate placed on Rules White Sheet. Reintroduced in 1st special session, and retained in Rules for third reading.</p>	<p>AWC does not support this bill.</p>
<p><u>SB5545 (Finance & Admin)</u></p> <ul style="list-style-type: none"> Would amend the Open Public Meetings Act by removing the exemption provided for collective bargaining sessions related to contract negotiations with unions. Would add language requiring that contract negotiations be open to the public but does not require public comment. Would allow public employers to provide a video of the negotiations to the public within twenty-four hours instead of firsthand observation by the public. 	<p>Executive action taken in Ways & Means. Referred to Rules for second reading. Senate Rules "X" file on 3/21. Reintroduced in 1st special session, and retained as "X" file.</p>	<p>AWC has opposed previous proposals that open bargaining sessions. Recently, two counties and a school district in our state have opted to open their bargaining sessions to the public.</p>

<p><u>SB5711 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Pre-empts local government regulation of small cell 5G telecommunication facilities and exempts them from land use review. 	<p>Officially dead for 2017. But discussions continue. Reintroduced in 1st special session, and retained in Rules.</p>	<p>Sponsored by Sen. Hobbs. For cities, there are two areas of particular concern: language that would preempt city authority to manage Rights-of-Way and city-owned infrastructure, and authority over municipal utility pole attachment policies. AWC and cities are refining language that would require cities above 5,000 population to adopt a small cell facility ordinance establishing a process for deployment of this infrastructure. This would give each individual city more flexibility to adopt an ordinance that would fit their own needs. Cities over 20,000 population would need to have an ordinance in place by the first of 2018, and cities above 5,000 population by July 2018. It seems clear that this new technology is going to be deployed in urban areas during the next several years; therefore, cities can begin planning now to be ready for it.</p>
<p><u>SB5827 (Comms & Marketing)</u></p> <ul style="list-style-type: none"> • Would <i>create a new</i> definition of tourist under the lodging tax statute, <i>which would have the effect of restricting</i> expenditures of lodging tax for tourism promotion, events, and tourism-related facilities. • The definition of tourist would be limited to those who stay in overnight accommodations, have traveled more than 50 miles, or have traveled from a different state or country. • Prohibits any lodging tax recipient who fails to submit the required report on tourist activities as ineligible to receive additional distributions until the report is submitted. 	<p>Executive action taken in Ways & Means. Referred to Rules for second reading. Senate Rules "X" File on 3/17. Reintroduced in 1st special session, and retained as "X" file.</p>	<p>AWC testified in opposition to this bill because it breaks the compromise reached on lodging tax authority in legislation passed several years ago, including greater authority for the lodging tax advisory committee, additional reporting processes, and limits on city legislative authority on using this local revenue tool. Sufficient processes are <i>already</i> in place to ensure that lodging taxes are used in the best ways to meet community needs. AWC wants to stop this bill.</p>
<p><u>SB5896 (Finance & Admin)</u></p> <ul style="list-style-type: none"> • Would reduce state and local government liability in numerous ways. • Caps non-economic damages at \$1.5 million per claimant, change when interest starts to accrue, and cap attorney fees at 33 percent of an award. 	<p>Passed in Senate Executive committee. Referred to Rules for second reading. Reintroduced in 1st special session, and retained in Rules second reading.</p>	<p>Senate budget does include fiscal impacts that the bill would create, so the bill will most likely continue to be relevant.</p>

<p>Budget Update http://www.awcnet.org/portals/0/documents/legislative/govsenateproposedbudget.pdf</p> <ul style="list-style-type: none"> • Senate and House Budget both fully fund long-standing shared revenues, but not final until budget has been negotiated. • The Senate budget cuts \$70 million in funds for police and fire pensions, but House budget maintains commitment. • Cuts proposed for human services and help for the homeless. • Both Senate and House have proposed new funding to Public works for the first time in 4 years. <p>Highlights of the Senate budget include:</p> <ul style="list-style-type: none"> • \$97 million for a Public Works Trust Fund loan list. This would be the first funded list in the last four years, and only the third in nine years. • \$60 million for storm water projects. • \$99 million for low-income housing including \$85 million for the Housing Trust Fund. • \$35 million for the Centennial Clean Water Account including sewer grants for communities in economic hardship. <p>Highlights of the House budget (HB 1075) include:</p> <ul style="list-style-type: none"> • \$226 million for the Public Works Trust Fund, including \$97 million for the 2017 construction loan list. \$105 million for a 2019 loan list, and \$19 million for pre-construction and emergency loans. • \$40 million for storm water projects. This would be enough to restore all delayed storm water projects from previous budgets. • \$106 million for low-income housing assistance. 	<p>The House and Senate need to reconcile key differences on school funding approaches, funding collective bargaining agreements for state employees and revenue options will need to occur before the Legislature can pass a budget for 2017-19 and adjourn for the year. The budget negotiations are currently at an impasse, with both sides unable to reconcile the other's budget. A new state budget is needed by July 1.</p>	<p>The AWC is optimistic the budgets, but encourages cities to continue working with legislature through next week to ensure some key points continue through.</p> <p>The City Manager sent letters to the legislative delegation on 3/29 asking them to not eliminate crucial funding for LEOFF 2 from the state's budget.</p>
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Resources

- [Best Practices/Advisories](#)
- [Public Policy Statements](#)
- [E-Books](#)
- [Publications](#)
- [Other Products](#)
- [Government Finance Review](#)
- [Research Reports](#)
- [Resource Centers](#)
- Federal Government Relations**
 - [Municipal Advisor \(MA\) Rule Resource Center](#)
 - Marketplace Fairness Act Resource Center**
 - [Federal Tax Exemption on Municipal Bond Interest Resource Center](#)
 - [Liquidity Coverage Ratio Rule Resource Center](#)
 - [Affordable Care Act Resource Center](#)
- [Canadian Finance](#)
- [News and Newsletters](#)
- Consulting**
 - [Consulting Services](#)
 - [Custom Research](#)
- Training**
 - [Search for Training](#)
 - [CPE Guide](#)
 - [Guide for Instructors](#)
 - [Advanced Government Finance Institute](#)
 - [Certification Program \(CPFO\)](#)
 - [Training Policies](#)

Marketplace Fairness Act & The Remote Transactions Parity Act Resource Center

Even though January 2017 marked the beginning of the 115th Congress and a new Administration, state and local governments still find themselves without the ability to enforce existing sales and use tax laws on remote, online purchases. A long-standing priority for state and local governments, we remain optimistic that federal remote sales tax legislation will advance in the new Congress. We anticipate an introduction of legislation identical to last year's legislation in February 2017.

Part of what will help lift this legislation off the ground is by [dispelling the myths that surround Marketplace Fairness](#).

In the 114th Congress, several remote sales tax bills were introduced and there were several attempts to advance the proposals. In March 2015, a bipartisan group of Senators – Sens. Enzi (R-WY), Alexander (R-TN), Durbin (D-IL) and Heitkamp (D-ND) – introduced [S.698, the Marketplace Fairness Act of 2015 \(MFA\)](#). The bill was essentially the same that was passed by the Senate with large bipartisan support in 2013. In June 2015, in the House of Representatives, Reps. Jason Chaffetz (R-UT-3), House Judiciary Committee Ranking Member John Conyers (D-MI-13), and a bi-partisan group of legislators introduced [H.R. 2775, the Remote Transactions Parity Act \(RTPA\)](#). Both bills would compel retailers to collect taxes on remote sales based on the location of the consumer – also known as destination-based sourcing. The state in which the consumer resides could compel out-of-state retailers to collect remote sales taxes, either as a member of the Streamlined Sales Tax Governing Board or through the use of certified software providers.

Unfortunately, neither proposal was supported by the Chairman of the House Judiciary Committee; Rep. Bob Goodlatte (R-VA-6). Since the Judiciary Committee has jurisdiction over the legislation, Chairman Goodlatte's opposition created a substantial impediment to either proposal's advancement. Chairman Goodlatte has offered discussion drafts of alternatives to the MFA and RTPA, the most recent was released in August 2016. The discussion drafts are designed to enable state and local governments to collect taxes from internet sales based on the address of the retailer as opposed to the address of the consumer – also known as origin-based sourcing – [a notion that would strip taxing authority from state and local governments](#). [The GFOA has some serious concerns with this approach, which you can review here.](#)

We are working closely with our colleagues at the National League of Cities, U.S. Conference of Mayors, National Association of Counties and National Governors Association, along with our partners in the retail community, to urge Chairman Goodlatte to consider moving forward with solutions like RTPA that utilize destination-based sourcing to determine the tax. As congressional discussions continue on these legislative proposals, the GFOA will continue to keep you informed on the status of these discussions and continue to encourage you to engage your members of Congress directly to urge their support for remote sales tax legislation using the resources below.

It is time to pass this important legislation and we need your help!

Your direct outreach to your member of Congress is critical to advancing this legislation through the federal legislative process this year. To help you with this outreach, see below for a [sample resolution](#) and a [sample op-Ed](#). If you are able to send this along any correspondence to your member of Congress please also email a copy of the letter to [Emily Brock](#), Director, GFOA Federal Liaison Center.

Sample Resolution

Sample op-Ed

- NLC - <http://www.nlc.org/influence-federal-policy/advocacy/federal-advocacy-priorities/close-the-online-sales-tax-loop-hole>
- NACo - <http://www.naco.org/advocacy/action-centers/marketplace-fairness>
- NGA - <https://www.nga.org/cms/marketplace>

Why is this legislation necessary?

Consumer failure to pay online sales and use taxes as a result of federal inaction on this issue annually results in the loss of billions of dollars per year in taxes owed to state and local governments on remote sales. For example, according

5/4/2017

Marketplace Fairness Act & The Remote Transactions Parity Act Resource Center | Government Finance Officers Association

to the Department of Commerce, e-commerce sales in 2005 were \$87 billion, and grew to \$341.7 billion in 2015. Due to this exponential growth, it is estimated that state and local governments fail to collect more than \$23 billion annually on remote transactions.

Passing MFA or RTPA would finally bring federal law into the digital age by enabling state and local governments to collect sales taxes on online purchases that are already owed to them but are not being paid. Further, modernizing tax law to reflect the impact of e-commerce sales will level the playing field for brick and mortar retailers who are currently at a five to ten percent competitive disadvantage to remote sellers.

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MEMORANDUM

TO: Rebecca Polizzotto, City Manager
FROM: Peggy Lauerman, Director of Finance and Administration
DATE: April 28, 2017
SUBJECT: Financial Reports for the period ending March, 31, 2017

General Fund (General Fund Comparisons)

Fund balance at the end of March is \$4,806,775. This represents an increase of \$550K over the same period in 2016. Revenues to date are \$1,627,223 with expenditures at \$3,171,580. Expenditures typically outpace revenues at this time of year due in large part to the timing of property/EMS tax receipts along with payments related to the fire contract of nearly \$1,000,000.

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

General Fund revenues of \$1,627,223 are \$156K ahead of budget to date. Regular and EMS property tax revenue are on target with the budget.

The City received \$643K in sales tax in Q1 which represents an increase of \$75K over the previous period last year. Sales tax collections for this quarter represent proceeds from November, December, 2016 and January, 2017. The state has a two month lag from collection to remittance to jurisdictions and as a result the increase was influenced by retail sales during the holiday season.

The City received a grant in the amount of \$6,562 for the North Creek Trail Signage. Expenditures for the signage were incurred in 2016.

Charges for Services were \$116,280 over budget as a result of plan check fees and passport revenues. Fees related to the Sports Arena contributed to the positive budget variance. In addition, the customer service team processed a record number of passports in Q1, 2017 totaling 3,952. This represents a 40% increase over the same time period in the previous year. Passport revenue was \$56,250 over budget.

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

General Fund expenditures to date are \$3,171,580 and are under budget by \$147,397. These expenditures represent 12.9% of the biennium budget.

Other Funds:

Capital Improvement:

The remaining City Hall remodel efforts were completed in this quarter and totaled \$42,092.

Design costs related to the Public Works facility were incurred during the first quarter totaling \$77,333.

Balance Sheet:

Cash and Investments: (see Cash and Investment Report)

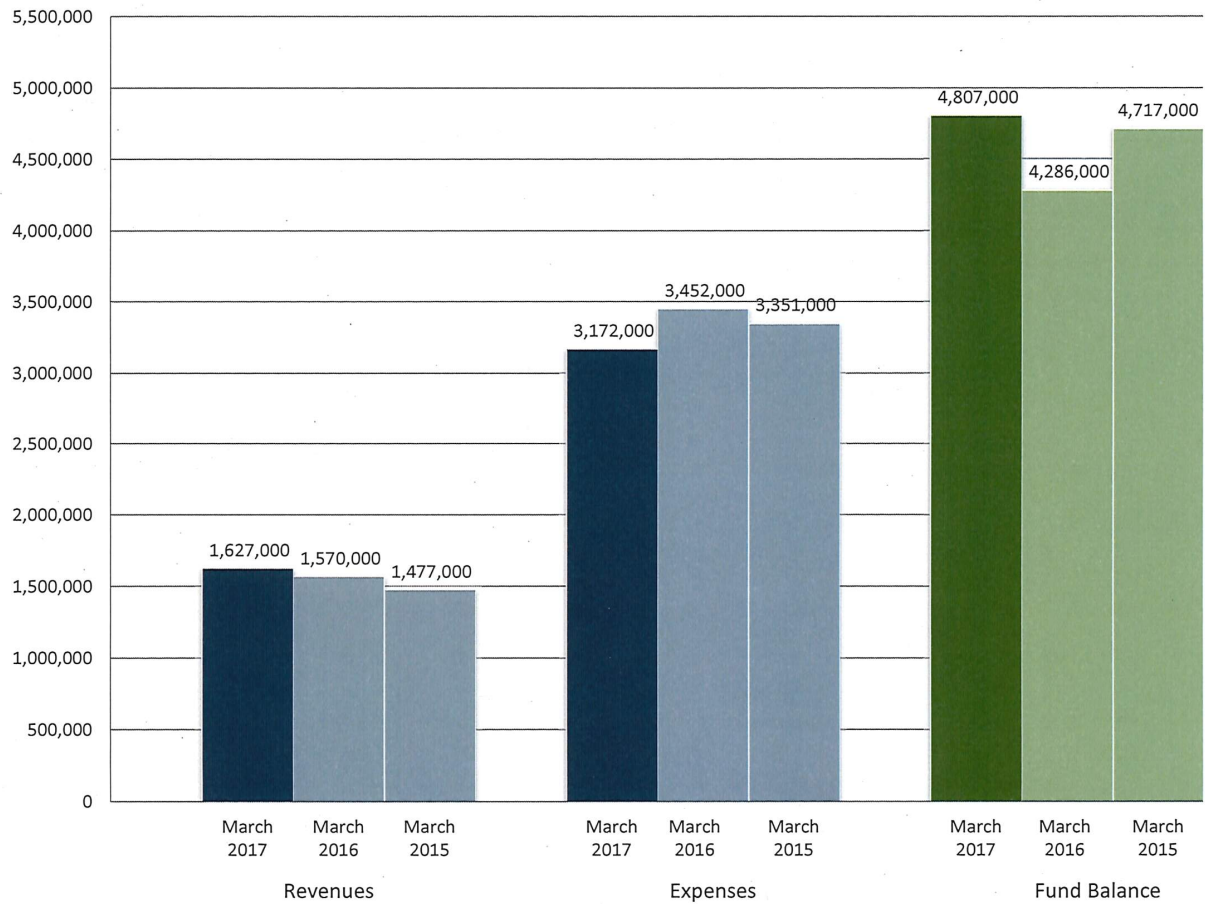
The City's cash and investment balances are \$332,938 and \$15,908,972, respectively. The City invests in U.S. Government Securities and the Local Government Investment Pool (LGIP). As of March 31, 2017, the City had \$10,228,809 invested in securities and \$5,680,162 invested in the LGIP.

Compensated Absences:

Compensated absences are absences for which employees will be paid, such as vacation and sick leave. The City does not accrue accumulated unpaid vacation and associated employee-related costs when earned by the employee and are not reflected in the financial statements. The value of these absences is \$785,209 on March 31, 2017.

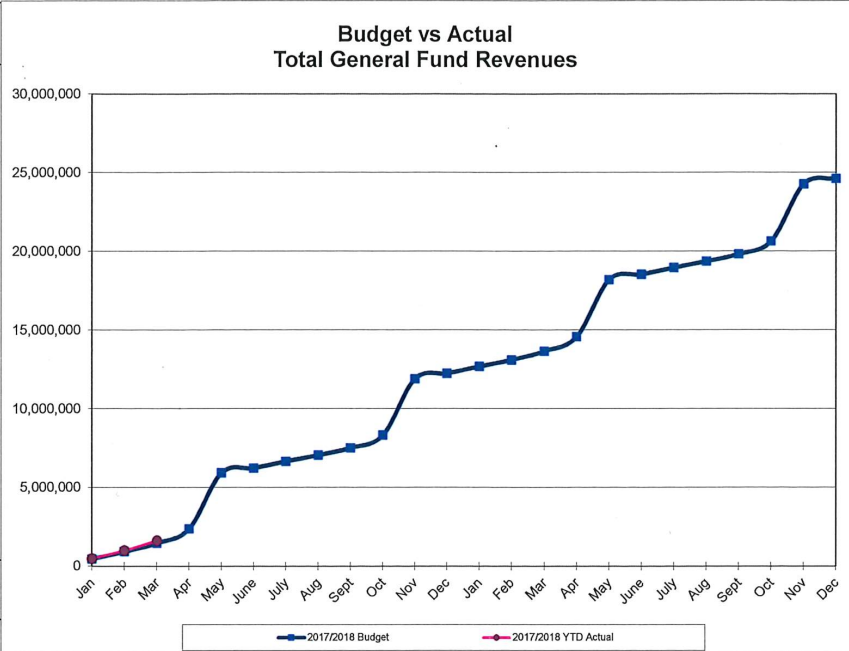


**General Fund Comparison
For the three months ended March 31, 2017**



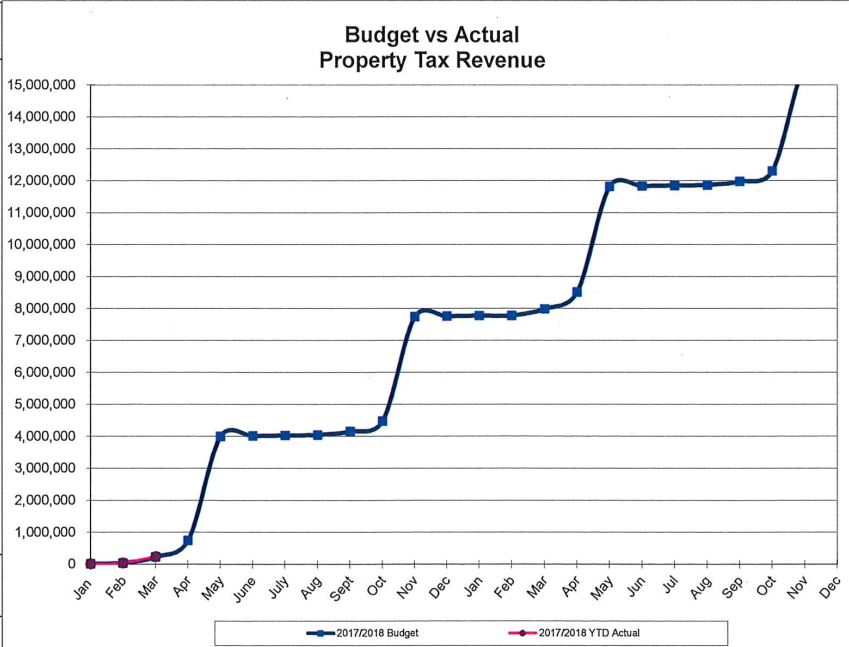
Total General Fund Revenues

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	466,353	491,187
Feb	931,371	994,686
Mar	1,470,638	1,627,223
Apr	2,382,800	
May	5,932,565	
June	6,238,733	
July	6,661,393	
Aug	7,054,411	
Sept	7,509,914	
Oct	8,327,494	
Nov	11,909,183	
Dec	12,254,303	
Jan	12,688,081	
Feb	13,109,496	
Mar	13,659,157	
Apr	14,586,864	
May	18,206,446	
June	18,546,329	
July	18,971,385	
Aug	19,370,042	
Sept	19,826,951	
Oct	20,648,856	
Nov	24,277,526	
Dec	24,622,330	
YTD over (under) Budget		156,585
Actual % of YTD Budget		110.6%
% of Total Budget Collected		6.6%



REGULAR & EMS PROPERTY TAX

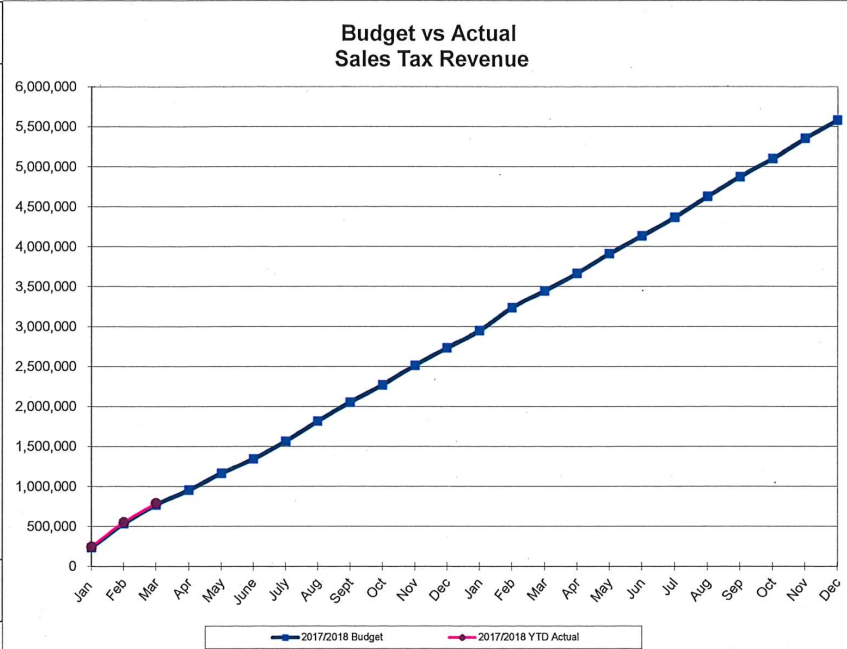
Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	15,523	13,085
Feb	43,284	45,888
Mar	235,077	243,476
Apr	745,082	
May	4,004,818	
June	4,020,340	
July	4,035,863	
Aug	4,051,386	
Sept	4,160,043	
Oct	4,486,017	
Nov	7,745,752	
Dec	7,761,275	
Jan	7,777,021	
Feb	7,784,894	
Mar	7,989,594	
Apr	8,517,091	
May	11,823,785	
Jun	11,839,531	
Jul	11,855,277	
Aug	11,871,023	
Sep	11,981,246	
Oct	12,311,916	
Nov	15,618,610	
Dec	15,634,355	
YTD over (under) Budget		8,399
Actual % of YTD Budget		103.6%
% of Total Budget Collected		1.6%



General Fund Revenues

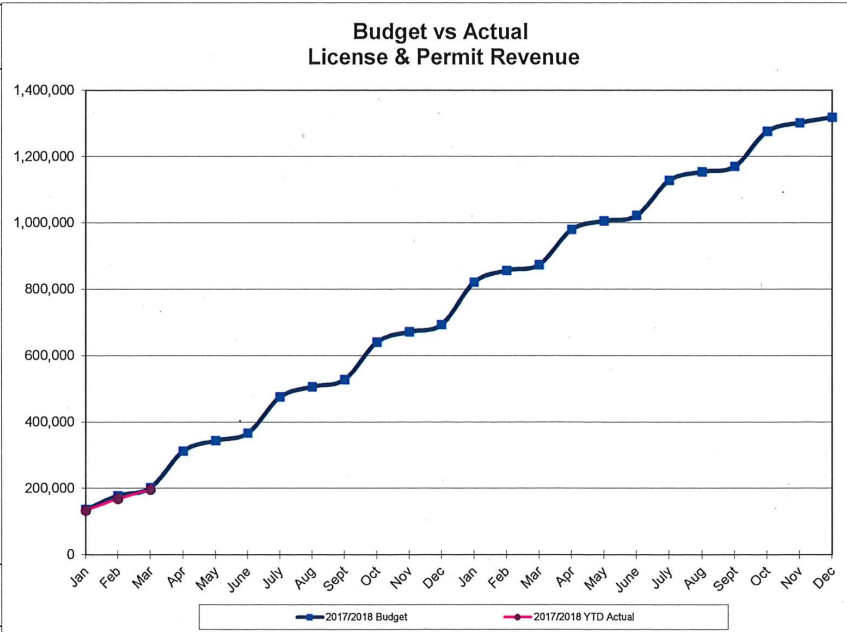
RETAIL, PUBLIC SAFETY & CRIMINAL JUSTICE SALES TAX

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	237,791	245,491
Feb	539,129	554,008
Mar	774,577	792,003
Apr	957,294	
May	1,168,249	
June	1,347,232	
July	1,568,446	
Aug	1,820,436	
Sept	2,056,620	
Oct	2,272,807	
Nov	2,516,956	
Dec	2,735,892	
Jan	2,952,772	
Feb	3,240,894	
Mar	3,448,947	
Apr	3,669,705	
May	3,914,743	
Jun	4,137,991	
Jul	4,368,217	
Aug	4,630,477	
Sep	4,876,273	
Oct	5,101,256	
Nov	5,355,382	
Dec	5,583,551	
YTD over (under) Budget		17,427
Actual % of YTD Budget		102.2%
% of Total Budget Collected		14.2%



LICENSES & PERMITS

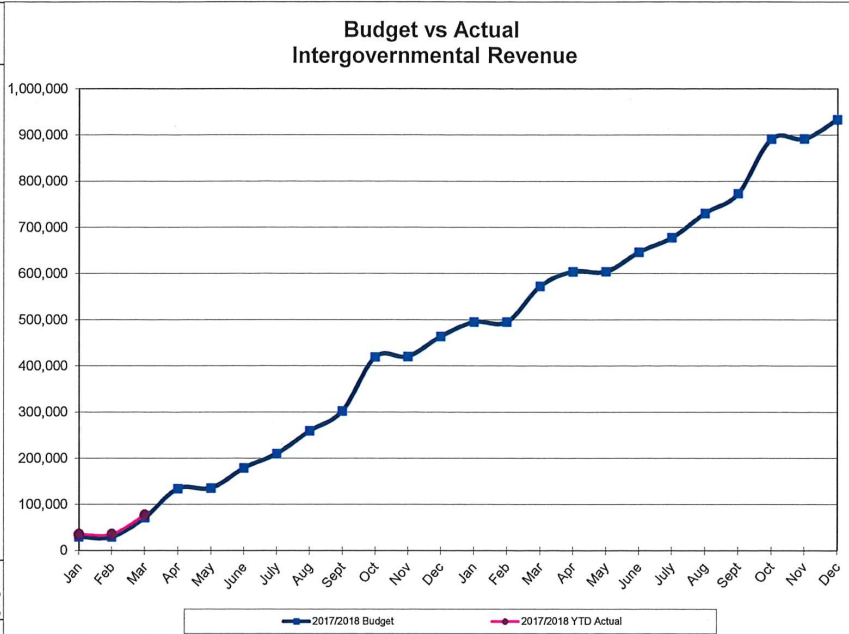
Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	136,740	133,900
Feb	178,309	168,808
Mar	202,129	196,786
Apr	312,668	
May	344,593	
June	367,247	
July	476,072	
Aug	506,726	
Sept	528,381	
Oct	641,205	
Nov	671,860	
Dec	693,514	
Jan	821,295	
Feb	856,497	
Mar	873,948	
Apr	980,029	
May	1,005,662	
June	1,022,295	
July	1,128,007	
Aug	1,153,640	
Sept	1,170,272	
Oct	1,275,985	
Nov	1,301,617	
Dec	1,318,250	
YTD over (under) Budget		(5,342)
Actual % of YTD Budget		97.4%
% of Total Budget Collected		14.9%



General Fund Revenues

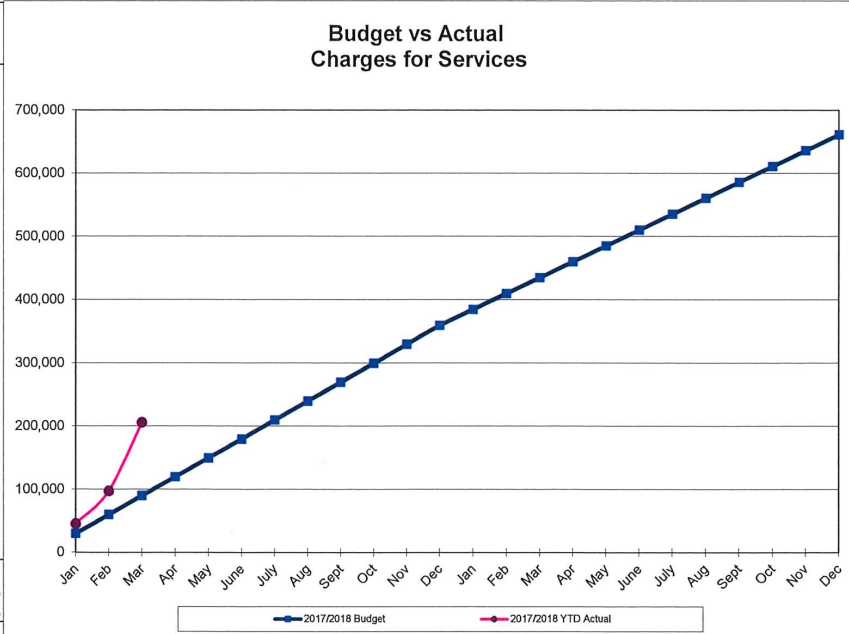
INTERGOVERNMENTAL & GRANTS

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	29,949	36,044
Feb	29,949	36,044
Mar	71,806	78,061
Apr	134,910	
May	136,266	
June	179,478	
July	210,782	
Aug	259,838	
Sept	303,050	
Oct	419,850	
Nov	421,205	
Dec	464,417	
Jan	495,753	
Feb	495,937	
Mar	573,359	
Apr	604,695	
May	604,878	
June	647,101	
July	678,437	
Aug	731,420	
Sept	773,642	
Oct	892,149	
Nov	892,332	
Dec	934,554	
YTD over (under) Budget		6,256
Actual % of YTD Budget		108.7%
% of Total Budget Collected		8.4%



CHARGES FOR SERVICES

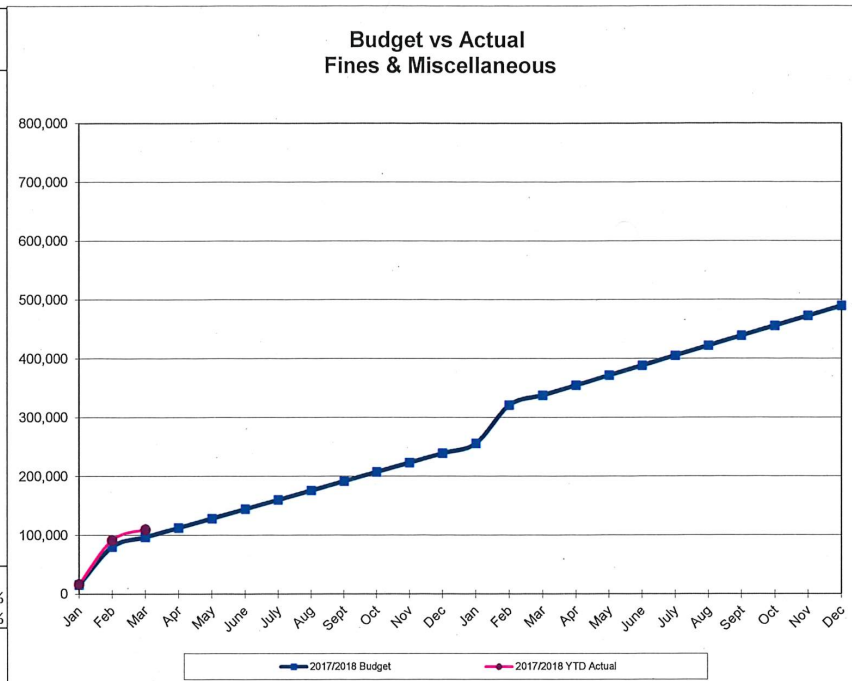
Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	29,975	45,481
Feb	59,951	97,426
Mar	89,926	206,206
Apr	119,902	
May	149,877	
June	179,853	
July	209,828	
Aug	239,803	
Sept	269,779	
Oct	299,754	
Nov	329,730	
Dec	359,705	
Jan	384,865	
Feb	410,024	
Mar	435,184	
Apr	460,343	
May	485,503	
June	510,663	
July	535,822	
Aug	560,982	
Sept	586,141	
Oct	611,301	
Nov	636,460	
Dec	661,620	
YTD over (under) Budget		116,280
Actual % of YTD Budget		229.3%
% of Total Budget Collected		31.2%



General Fund Revenues

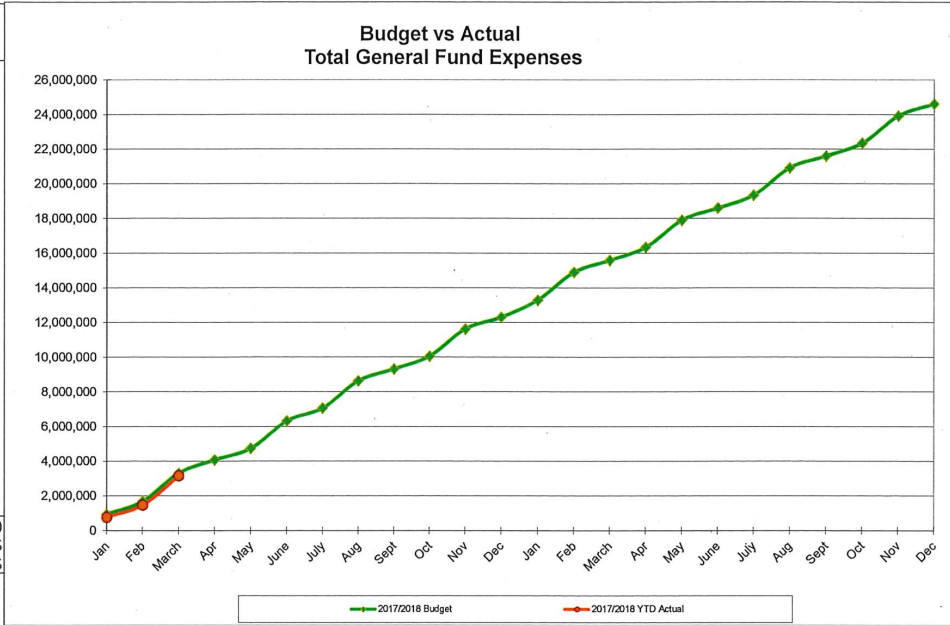
FINES & MISCELLANEOUS

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	16,375	17,187
Feb	80,749	92,037
Mar	97,124	110,213
Apr	112,944	
May	128,763	
June	144,583	
July	160,402	
Aug	176,222	
Sept	192,041	
Oct	207,861	
Nov	223,680	
Dec	239,500	
Jan	256,375	
Feb	321,250	
Mar	338,125	
Apr	355,000	
May	371,875	
June	388,750	
July	405,625	
Aug	422,500	
Sept	439,375	
Oct	456,250	
Nov	473,125	
Dec	490,000	
YTD over (under) Budget		13,089
Actual % of YTD Budget		113.5%
% of Total Budget Collected		22.5%



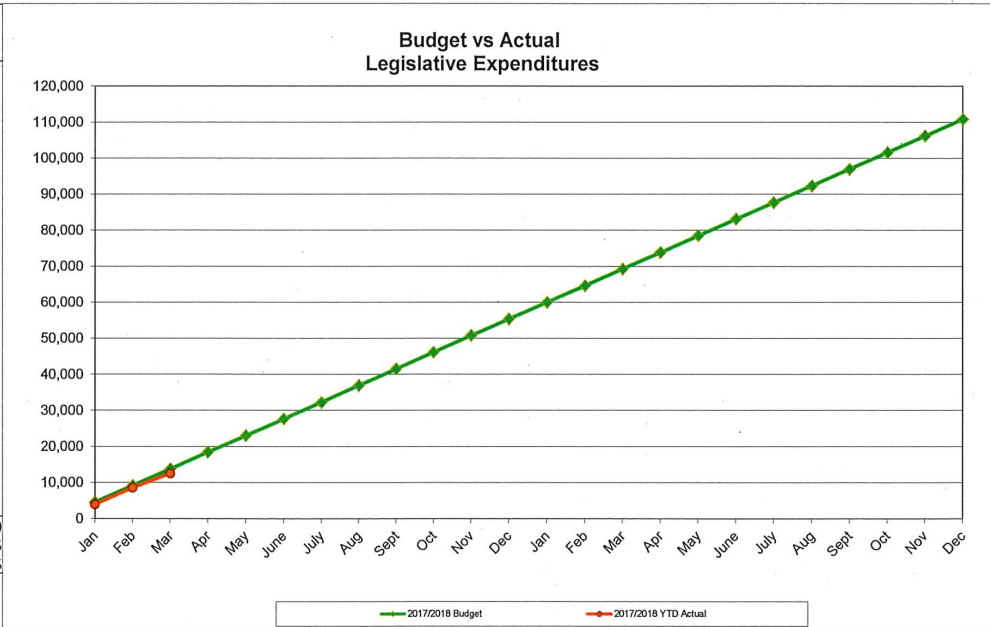
Total General Fund Expenses

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	954,330	782,129
Feb	1,700,917	1,481,174
March	3,318,978	3,171,580
Apr	4,084,572	
May	4,749,659	
June	6,331,708	
July	7,075,535	
Aug	8,644,434	
Sept	9,328,045	
Oct	10,071,872	
Nov	11,640,772	
Dec	12,324,383	
Jan	13,307,168	
Feb	14,911,025	
March	15,599,695	
Apr	16,349,680	
May	17,921,037	
June	18,609,707	
July	19,355,991	
Aug	20,927,349	
Sept	21,616,018	
Oct	22,362,603	
Nov	23,933,960	
Dec	24,622,330	
YTD over (under) Budget		(147,397)
YTD Actual % of YTD Budget		95.6%
% of Total Budget Expended		12.9%



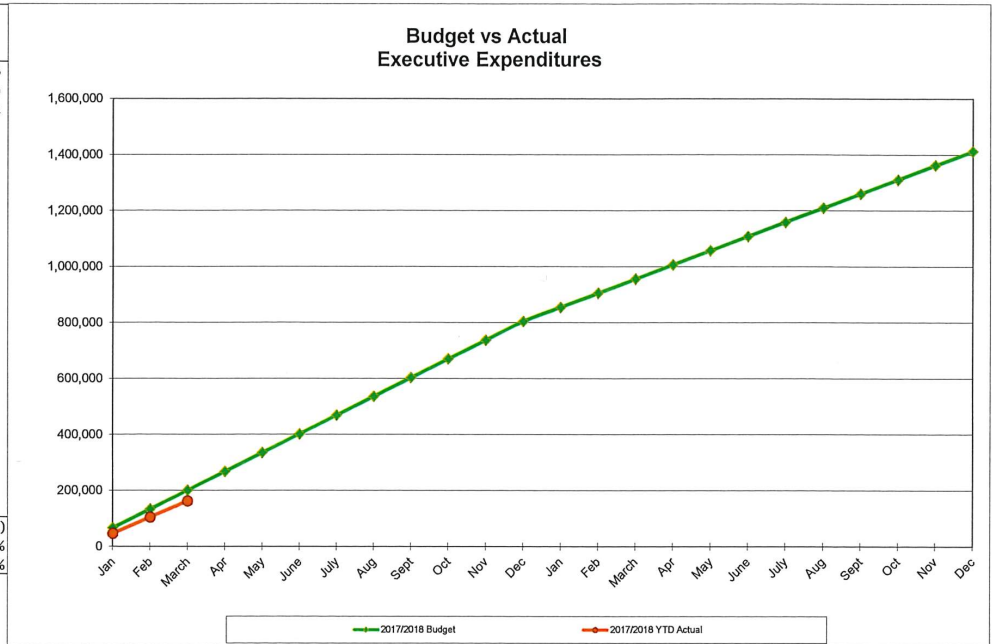
LEGISLATIVE

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	4,621	4,006
Feb	9,241	8,619
Mar	13,862	12,602
Apr	18,483	
May	23,103	
June	27,724	
July	32,345	
Aug	36,965	
Sept	41,586	
Oct	46,207	
Nov	50,827	
Dec	55,448	
Jan	60,069	
Feb	64,690	
Mar	69,310	
Apr	73,931	
May	78,552	
June	83,173	
July	87,793	
Aug	92,414	
Sept	97,035	
Oct	101,656	
Nov	106,276	
Dec	110,897	
YTD over (under) Budget		(1,260)
YTD Actual % of YTD Budget		90.9%
% of Total Budget Expended		11.4%



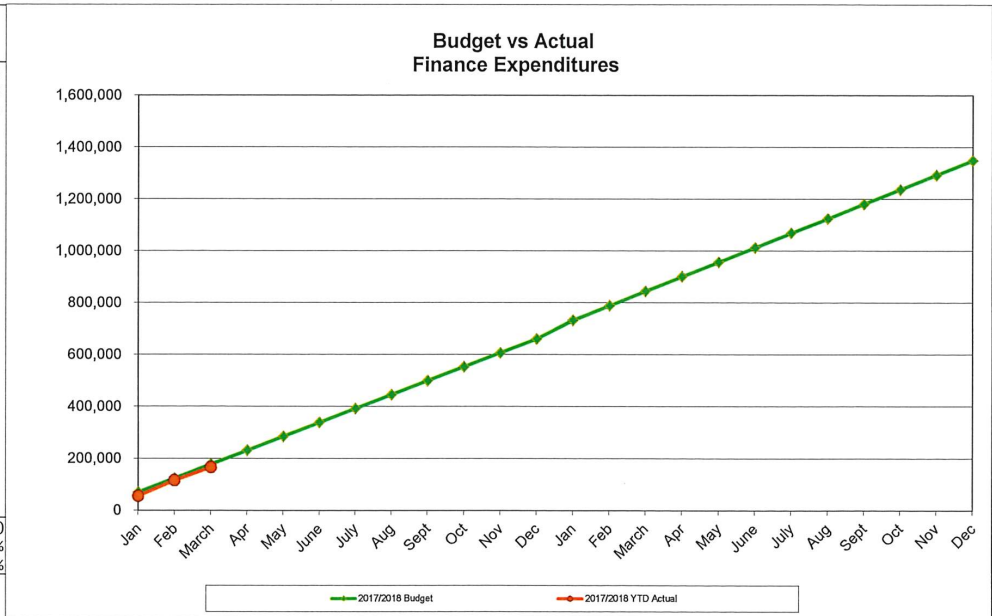
EXECUTIVE

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	67,099	47,556
Feb	134,198	105,009
March	201,297	162,804
Apr	268,396	
May	335,495	
June	402,594	
July	469,693	
Aug	536,792	
Sept	603,891	
Oct	670,990	
Nov	738,089	
Dec	805,188	
Jan	855,832	
Feb	906,476	
March	957,120	
Apr	1,007,764	
May	1,058,408	
June	1,109,052	
July	1,159,695	
Aug	1,210,339	
Sept	1,260,983	
Oct	1,311,627	
Nov	1,362,271	
Dec	1,412,915	
YTD over (under) Budget		(38,493)
YTD Actual % of YTD Budget		80.9%
% of Total Budget Expended		11.5%



FINANCE

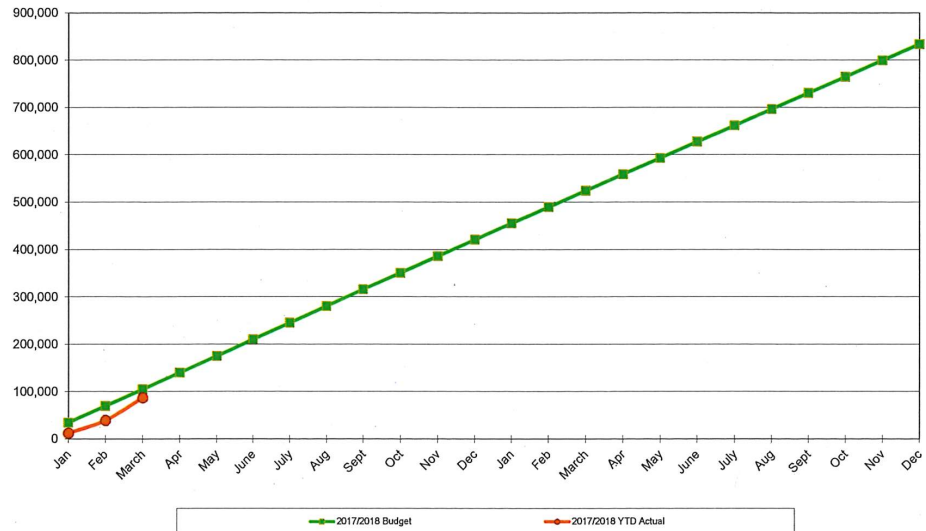
Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	70,700	55,246
Feb	124,400	116,045
March	178,100	166,209
Apr	231,800	
May	285,500	
June	339,200	
July	392,899	
Aug	446,599	
Sept	500,299	
Oct	553,999	
Nov	607,699	
Dec	661,399	
Jan	734,316	
Feb	790,233	
March	846,151	
Apr	902,068	
May	957,985	
June	1,013,902	
July	1,069,819	
Aug	1,125,736	
Sept	1,181,654	
Oct	1,237,571	
Nov	1,293,488	
Dec	1,349,405	
YTD over (under) Budget		(11,891)
YTD Actual % of YTD Budget		93.3%
% of Total Budget Expended		12.3%



INFORMATION TECHNOLOGY

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	35,144	12,818
Feb	70,289	39,749
March	105,433	87,802
Apr	140,577	
May	175,722	
June	210,866	
July	246,010	
Aug	281,155	
Sept	316,299	
Oct	351,443	
Nov	386,588	
Dec	421,732	
Jan	456,119	
Feb	490,506	
March	524,893	
Apr	559,280	
May	593,667	
June	628,054	
July	662,440	
Aug	696,827	
Sept	731,214	
Oct	765,601	
Nov	799,988	
Dec	834,375	
YTD over (under) Budget		(17,631)
YTD Actual % of YTD Budget		83.3%
% of Total Budget Expended		10.5%

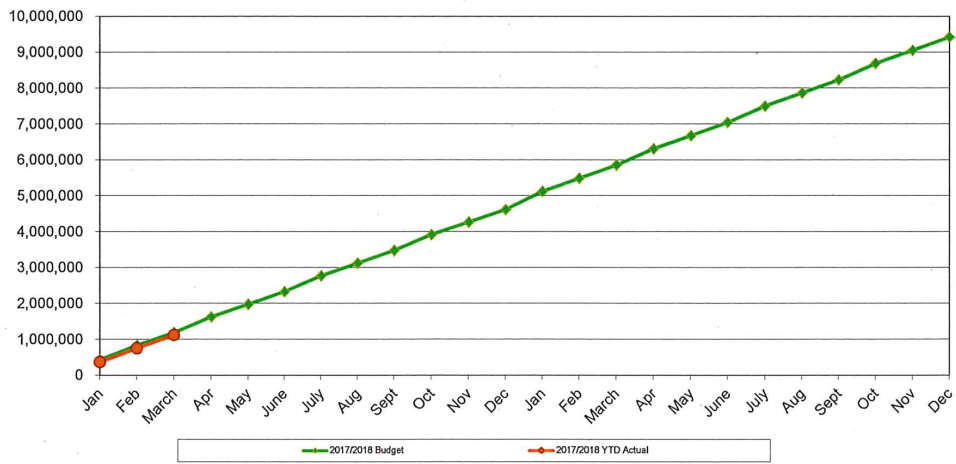
**Budget vs Actual
Information Technology Expenditures**



POLICE

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	439,975	373,478
Feb	840,711	759,324
March	1,192,446	1,128,602
Apr	1,632,421	
May	1,984,156	
June	2,335,892	
July	2,775,867	
Aug	3,127,602	
Sept	3,479,337	
Oct	3,919,313	
Nov	4,271,048	
Dec	4,623,083	
Jan	5,127,030	
Feb	5,493,737	
March	5,860,444	
Apr	6,315,391	
May	6,682,098	
June	7,048,805	
July	7,503,751	
Aug	7,870,458	
Sept	8,237,165	
Oct	8,692,412	
Nov	9,059,119	
Dec	9,425,826	
YTD over (under) Budget		(63,844)
YTD Actual % of YTD Budget		94.6%
% of Total Budget Expended		12.0%

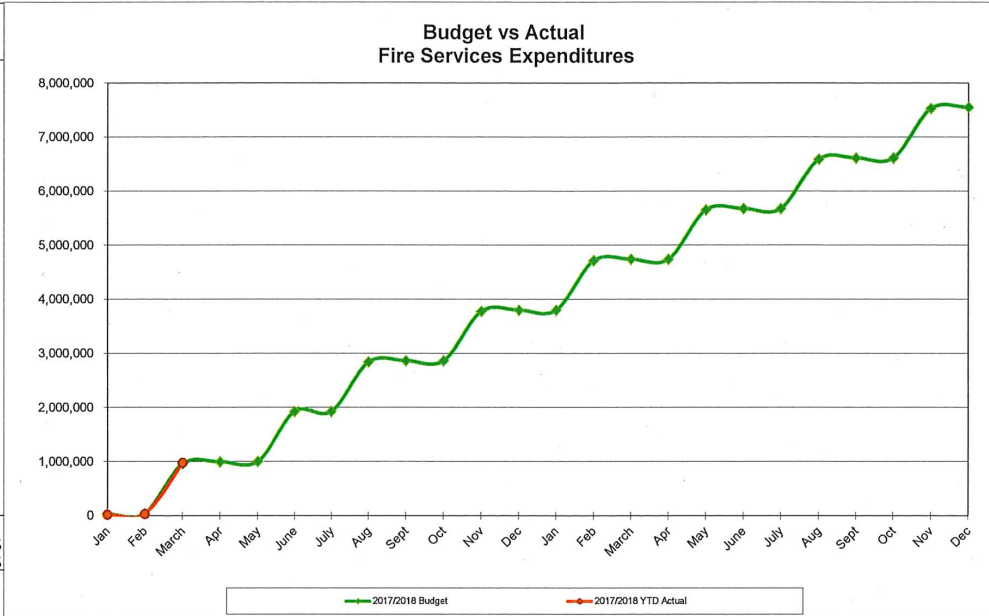
**Budget vs Actual
Police Expenditures**



FIRE SERVICES

Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	33,875	24,295
Feb	43,375	35,305
March	966,188	982,977
Apr	1,000,063	
May	1,009,563	
June	1,932,375	
July	1,932,375	
Aug	2,845,688	
Sept	2,870,063	
Oct	2,870,063	
Nov	3,783,375	
Dec	3,807,450	
Jan	3,807,450	
Feb	4,720,763	
March	4,745,138	
Apr	4,745,138	
May	5,658,450	
June	5,682,825	
July	5,682,825	
Aug	6,596,138	
Sept	6,620,513	
Oct	6,620,513	
Nov	7,533,825	
Dec	7,557,900	

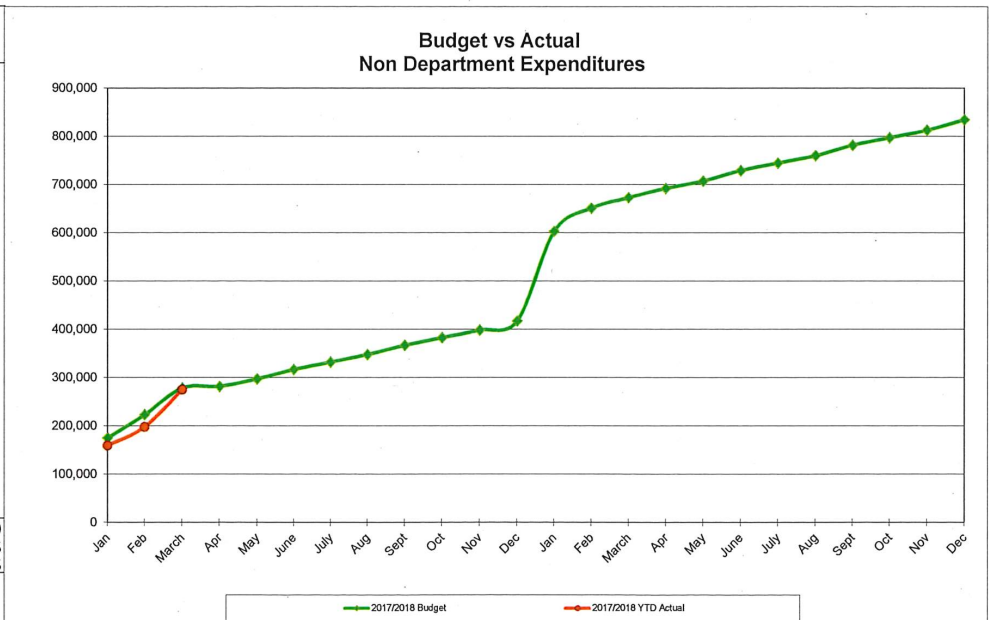
YTD over (under) Budget	16,789
YTD Actual % of YTD Budget	101.7%
% of Total Budget Expended	13.0%



NON DEPARTMENT

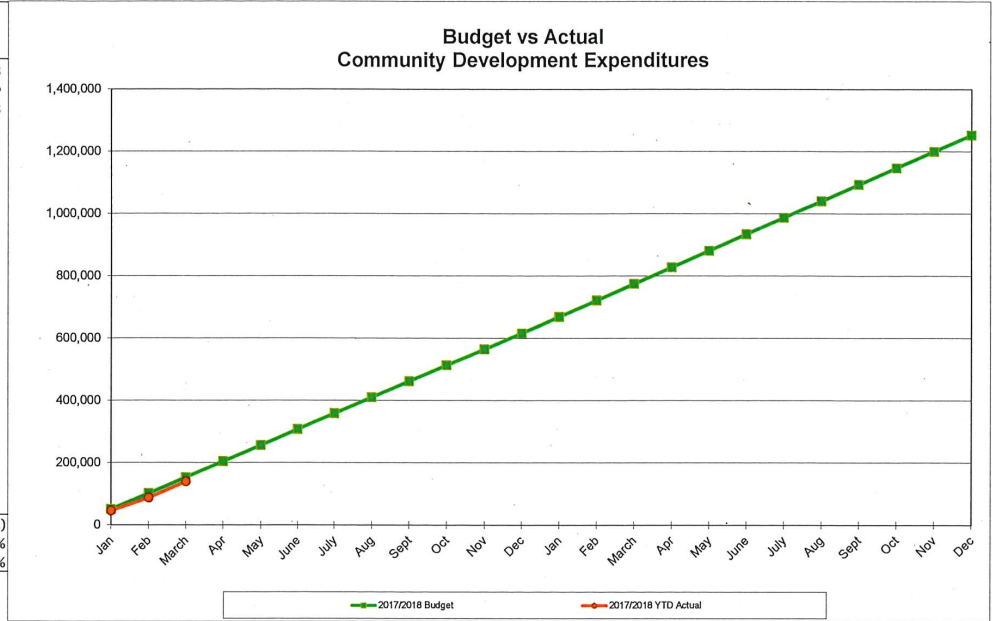
Month	2017/2018 Budget	2017/2018 YTD Actual
Jan	175,212	159,421
Feb	223,297	197,941
March	278,542	275,364
Apr	282,018	
May	297,603	
June	316,836	
July	332,420	
Aug	348,005	
Sept	367,238	
Oct	382,822	
Nov	398,407	
Dec	417,640	
Jan	603,577	
Feb	654,513	
March	673,200	
Apr	692,337	
May	707,773	
June	729,460	
July	744,897	
Aug	760,333	
Sept	782,020	
Oct	797,457	
Nov	812,893	
Dec	834,580	

YTD over (under) Budget	(3,178)
YTD Actual % of YTD Budget	98.9%
% of Total Budget Expended	33.0%



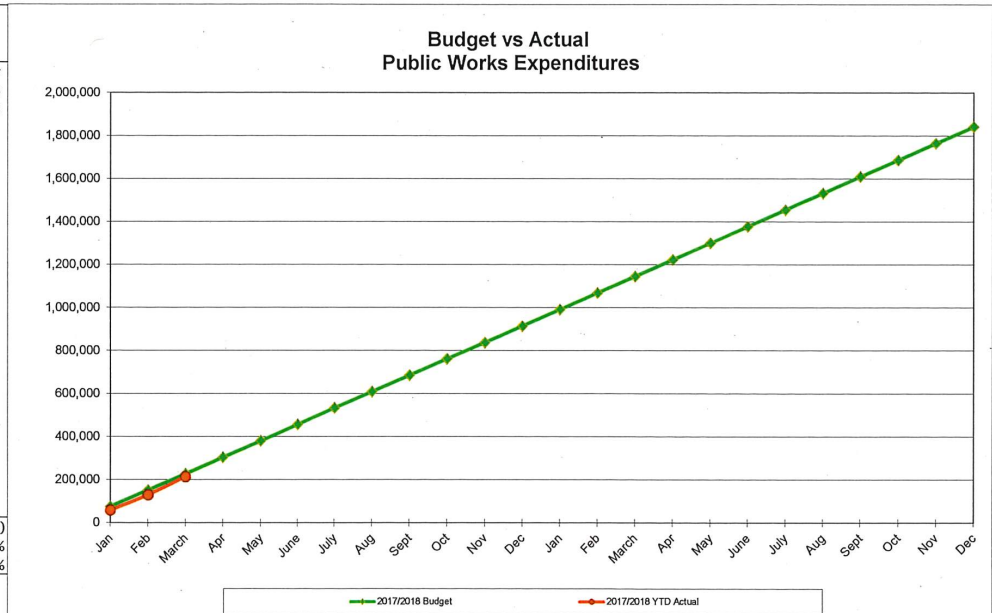
COMMUNITY DEVELOPMENT

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	51,406	46,633
Feb	102,811	88,786
March	154,217	140,363
Apr	205,622	
May	257,028	
June	308,434	
July	359,839	
Aug	411,245	
Sept	462,650	
Oct	514,056	
Nov	565,461	
Dec	616,867	
Jan	669,927	
Feb	722,987	
March	776,047	
Apr	829,107	
May	882,167	
June	935,227	
July	988,286	
Aug	1,041,346	
Sept	1,094,406	
Oct	1,147,466	
Nov	1,200,526	
Dec	1,253,586	
YTD over (under) Budget		(13,854)
YTD Actual % of YTD Budget		91.0%
% of Total Budget Expended		11.2%



PUBLIC WORKS

Month	2017/2018	2017/2018
	Budget	YTD Actual
Jan	76,298	58,677
Feb	152,596	130,396
March	228,894	214,858
Apr	305,192	
May	381,490	
June	457,788	
July	534,086	
Aug	610,384	
Sept	686,682	
Oct	762,980	
Nov	839,278	
Dec	915,576	
Jan	992,849	
Feb	1,070,121	
March	1,147,394	
Apr	1,224,666	
May	1,301,939	
June	1,379,211	
July	1,456,484	
Aug	1,533,756	
Sept	1,611,029	
Oct	1,688,301	
Nov	1,765,574	
Dec	1,842,846	
YTD over (under) Budget		(14,036)
YTD Actual % of YTD Budget		93.9%
% of Total Budget Expended		11.7%





General Fund Revenue Report
For the period ending March 31, 2017

	Biennial Budget 2017/2018	Biennial Actual YTD 3/31/2017	Budget vs Actual Over/(Under)	% of Budget Collected	Budget Through 03/31/17	Actual Over (Under) Budget
REVENUES						
Property Tax-Regular	12,319,670	211,012	(12,108,658)	1.7%	207,253	3,759
Property Tax-EMS Levy	3,314,686	32,464	(3,282,222)	1.0%	27,824	4,640
Sales Tax	4,558,000	642,810	(3,915,190)	14.1%	632,307	10,503
Public Safety Sales Tax	455,800	63,785	(392,015)	14.0%	63,231	554
Criminal Justice Sales Tax	569,750	85,408	(484,342)	15.0%	79,039	6,369
TOTAL TAXES	21,217,906	1,035,479	(20,182,427)	4.9%	1,009,654	25,826
Franchise Fees	777,000	92,406	(684,594)	11.9%	91,170	1,236
Business Licenses	100,000	44,863	(55,138)	44.9%	46,250	(1,388)
Building Permits	415,000	53,492	(361,508)	12.9%	60,978	(7,486)
Other Licenses/Permits	26,250	6,025	(20,225)	23.0%	3,731	2,295
TOTAL LICENSES & PERMITS	1,318,250	196,786	(1,121,464)	14.9%	202,129	(5,342)
PUD Privilege Tax	172,664	0	(172,664)	0.0%	0	0
Liquor Excise Taxes	189,810	22,340	(167,470)	11.8%	23,233	(893)
Liquor Board Profit	335,580	42,017	(293,563)	12.5%	41,856	161
Criminal Justice Funding	54,600	7,142	(47,458)	13.1%	6,716	426
Everett School District SRO	167,500	0	(167,500)	0.0%	0	0
Grants	14,400	6,562	(7,838)	45.6%	0	6,562
Other Intergovernmental	0	0	0	0.0%	0	0
TOTAL INTERGOVERNMENTAL/GRANTS	934,554	78,061	(856,493)	8.4%	71,806	6,256
Development/Plan Check Fees	189,020	72,606	(116,414)	38.4%	30,926	41,680
Passport Fees	450,000	129,077	(320,923)	28.7%	56,250	72,827
Other Charges for Services	22,600	4,523	(18,077)	20.0%	2,750	1,773
TOTAL CHARGES FOR SERVICES	661,620	206,206	(455,414)	31.2%	89,926	116,280
TOTAL FINES & FORFEITURES	350,000	45,692	(304,308)	13.1%	41,750	3,942
Interest	35,000	15,481	(19,519)	44.2%	6,249	9,232
Other Miscellaneous Revenue	105,000	49,040	(55,960)	46.7%	49,125	(85)
TOTAL MISCELLANEOUS REVENUES	140,000	64,521	(75,479)	46.1%	55,374	9,147
Insurance recovery	0	476	476	0.0%	0	476
Transfers In	0	0	-	0.0%	0	0
TOTAL OTHER FINANCING SOURCES	0	476	476	0.0%	0	476
TOTAL REVENUES	24,622,330	1,627,223	(22,995,107)	6.6%	1,470,638	156,585
BEGINNING FUND BALANCE	6,351,133	6,351,133	-	100.0%	6,351,133	0
TOTAL RESOURCES	30,973,463	7,978,356	(22,995,107)	25.8%	7,821,771	156,585



General Fund Expenditure Report
For the period ending March 31, 2017

	Biennial Budget 2017/2018	Biennial Actual YTD 3/31/2017	Budget vs Actual Over/(Under)	% of Budget Collected	Budget Through 03/31/17	Actual Over (Under) Budget
EXPENDITURES						
Legislative	110,897	12,602	(98,295)	11.4%	13,862	(1,260)
Executive	1,412,915	162,804	(1,250,111)	11.5%	201,297	(38,493)
Finance	1,349,405	166,209	(1,183,196)	12.3%	178,100	(11,891)
Information Technology	834,375	87,802	(746,573)	10.5%	105,433	(17,631)
Police	9,425,826	1,128,602	(8,297,224)	12.0%	1,192,446	(63,844)
Fire Services	7,557,900	982,977	(6,574,923)	13.0%	966,188	16,789
Non-Department	834,580	275,364	(559,216)	33.0%	278,542	(3,178)
Community Development/Building	1,253,586	140,363	(1,113,223)	11.2%	154,217	(13,854)
Public Works	1,842,846	214,858	(1,627,988)	11.7%	228,894	(14,036)
TOTAL EXPENDITURES	24,622,330	3,171,580	(21,450,750)	12.9%	3,318,978	(147,397)
ENDING FUND BALANCE	6,351,133	4,806,775	(1,544,358)	75.7%	4,502,793	303,982
TOTAL FINANCIAL USES	30,973,463	7,978,356	(22,995,107)	25.8%	7,821,771	156,585



**General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the period ending March 31, 2017**

	2017-2018 Biennium Budget	3/31/2017 YTD Actuals	Remaining Budget	3/31/2017 YTD Budget	Budget vs Actual over/(under)
REVENUES					
Taxes	21,217,906	1,035,479	(20,182,427)	1,009,654	25,826
Licenses & Permits	1,318,250	196,786	(1,121,464)	202,129	(5,342)
Intergovernmental	934,554	78,061	(856,493)	71,806	6,256
Charges for Services	661,620	206,206	(455,414)	89,926	116,280
Fines & Forfeitures	350,000	45,692	(304,308)	41,750	3,942
Miscellaneous revenues	140,000	64,521	(75,479)	55,374	9,147
TOTAL REVENUES	24,622,330	1,626,747	(22,995,583)	1,470,638	156,109
EXPENDITURES					
Legislative	110,897	12,602	(98,295)	13,862	(1,260)
Executive	1,412,915	162,804	(1,250,111)	201,297	(38,493)
Finance	1,349,405	166,209	(1,183,196)	178,100	(11,891)
Information Technology	834,375	87,802	(746,573)	105,433	(17,631)
Police	9,425,826	1,128,602	(8,297,224)	1,192,446	(63,844)
Fire Services	7,557,900	982,977	(6,574,923)	966,188	16,789
Non-Department	609,580	216,024	(393,556)	250,417	(34,393)
Community Development/Building	1,253,586	140,363	(1,113,223)	154,217	(13,854)
Public Works	1,842,846	214,858	(1,627,988)	228,894	(14,036)
TOTAL EXPENDITURES	24,397,330	3,112,240	(21,285,090)	3,290,853	(178,612)
Excess (deficiency) of revenues over expenditures	225,000	(1,485,494)	(1,710,494)	(1,820,215)	334,721
OTHER FINANCING SOURCES (USES)					
Transfers in	-	476	476	-	476
Transfers out	(225,000)	(59,340)	(165,660)	(28,125)	31,215
TOTAL OTHER FINANCING SOURCES AND USES	(225,000)	(58,864)	(165,184)	(28,125)	30,739
Net change in fund balance	0	(1,544,358)	(1,875,678)	(1,848,340)	303,982
FUND BALANCE - JANUARY 1, 2017	6,351,133	6,351,133	-	6,351,133	-
FUND BALANCE - MARCH 31, 2017	6,351,133	4,806,775	(1,875,678)	4,502,793	303,982



Other Fund Revenue and Expenditure Report
For the period ending March 31, 2017

Fund	Revenues				Expenditures			
	Biennial Budget 2017/2018	Biennial Actual YTD 2017/2018	Budget vs Actual Over/(Under)	% of Budget Collected	Biennial Budget 2017/2018	Biennial Actual YTD 2017/2018	Budget vs Actual Over/(Under)	% of Budget Expended
SPECIAL REVENUE FUNDS								
City Street Fund	1,016,446	131,357	(885,089)	12.9%	1,016,000	110,122	(905,878)	10.8%
Paths & Trails	4,000	403	(3,597)	10.1%	0	155	155	n/a
Local Revitalization	66,000	20,365	(45,635)	30.9%	0	0	0	n/a
Annex Building Fund	359,482	44,754	(314,728)	12.4%	861,243	43,817	(817,426)	5.1%
DEBT SERVICE FUNDS								
Debt Service Fund	66,218	1,531	(64,687)	2.3%	66,218	0	(66,218)	0.0%
CAPITAL PROJECT FUNDS								
Real Estate Excise Tax	1,520,000	212,102	(1,307,898)	14.0%	3,046,032	0	(3,046,032)	0.0%
Capital Improvement	4,711,000	1,531	(4,709,469)	0.0%	5,587,000	119,425	(5,467,575)	2.1%
Park Capital Improvement	194,000	5,032	(188,968)	2.6%	545,000	35,663	(509,337)	6.5%
Road Improvement	317,000	78,329	(238,671)	24.7%	200,000	9,691	(190,309)	4.8%
ENTERPRISE FUNDS								
Surface Water Utility	1,426,000	78,309	(1,347,691)	5.5%	1,248,735	59,082	(1,189,653)	4.7%
Recreation Enterprise	1,225,000	126,912	(1,098,088)	10.4%	1,225,000	113,469	(1,111,531)	9.3%



**Cash and Investments
As of March 31, 2017**

Investments	Maturity Date	Amount
Federal National Mortgage Assc.	6/1/2017	1,008,221
Financing Corporation	6/6/2017	990,804
Federal National Mortgage Assc.	10/26/2017	1,000,000
Federal Farm Credit Bank	4/24/2018	983,612
Federal Home Loan Bank	8/22/2018	995,280
Financing Corporation	12/27/2018	499,161
Federal Farm Credit Bank	2/22/2019	750,000
Federal Home Loan Mortgage Corp	4/15/2019	1,001,840
Financing Corporation	9/26/2019	999,892
Federal Farm Credit Bank	7/13/2020	1,000,000
Federal Home Loan Bank	8/28/2020	999,999
Sub-Total		<u>10,228,809</u>
Local Govt Invt Pool		5,680,162
Total Investments		<u>15,908,972</u>
Bank of America - Checking		332,937
Total Cash and Investments		<u><u>16,241,909</u></u>



Cash and Investments - by Fund
As of March 31, 2017

General Fund	4,806,775	
Council Contingency	64,735	
Municipal Arts	38,618	
Drug Buy	56,446	
Beautification Fund	7,822	
Unemployment Comp/Self Ins	7,194	
Total		4,981,589
Special Revenue Funds		
City Street	214,745	
Paths & Trails	10,407	
Local Revitalization Fund	55,387	
Annex Building	510,471	
Total		791,009
Debt Service Fund		13,991
Capital Improvement Funds		
Capital Improvement	1,763,456	
Real Estate Excise Tax	3,199,561	
Parks & Open Space Cap.	3,499,840	
Road Improvement	1,318,667	
Total		9,781,523
Enterprise & Internal Service Funds		
Surface Water Utility	624,249	
Recreation Enterprise	-	
Total		624,249
Other		
Traffic Violations		49,548
Total Cash and Investments		<u><u>16,241,909</u></u>