

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 23, 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 Safe Boating Week
(*Pam Pruitt, Mayor*)
- C. AWC Scholarship Award and City Contribution
(*Rebecca C. Polizzotto, City Manager*)
- D. Girl Scout Highest Award Earners from Mill Creek
(*Rebecca C. Polizzotto, City Manager*)

OLD BUSINESS

- E. Purple Heart Parking Designations
(*Rebecca C. Polizzotto, City Manager*)

CONSENT AGENDA

- F. Approval of Checks #56936 through #56997 and ACH Wire Transfers in the Amount of \$1,053,478.12
(*Audit Committee: Mayor Pruitt and Councilmember Bond*)
- G. Payroll and Benefit ACH Payments in the Amount of \$284,379.75
(*Audit Committee: Mayor Pruitt and Councilmember Bond*)
- H. City Council Meeting Minutes of May 2, 2017
- I. City Council Meeting Minutes of May 9, 2017

REPORTS

- J. Mayor/Council
- K. City Manager
 - Council Planning Schedule
 - Legislative Summary
 - Legislative Review - Operational Impacts

AUDIENCE COMMUNICATION

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

RECESS TO EXECUTIVE SESSION

(*Confidential Session of the Council*)

- M. Discussion of the status of collective bargaining negotiations

No action anticipated

ADJOURNMENT



Agenda Item # E
Meeting Date: May 23, 2017

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: PURPLE HEART PARKING DESIGNATIONS

PROPOSED MOTION: Move to adopt the attached resolution to add “combat-wounded” designated parking at City of Mill Creek facilities and to encourage Mill Creek businesses to support this project by creating their own “combat-wounded” parking stalls in their private parking lots.

KEY FACTS AND INFORMATION SUMMARY: In early 2017, Councilmember Cavaleri approached the City Manager with the idea of designating certain parking spaces in the City for wounded combat veterans only (i.e., Purple Heart recipients). Purple Heart recipients and other combat-wounded military personnel are eligible to use the parking stalls. The Purple Heart is awarded to members of the armed forces of the U.S. who are wounded by an instrument of war in the hands of the enemy and posthumously to the next of kin in the name of those who are killed in action or die of wounds received in action. It is specifically a combat decoration.

By Resolution, the City designates one parking stall in front of both City Hall North and City Hall South as combat-wounded parking. In addition to signage, the designated parking spaces will be painted purple for high visibility. At the February 2, 2017 meeting, the Council directed the City Manager to draft a Resolution authorizing “combat-wounded” parking stalls on City property and encouraging Mill Creek business to follow suit.

The resolution also encourages Mill Creek businesses to follow suit. Through in-person and electronic communication, the City will encourage businesses throughout the City to participate in this project by providing combat-wounded parking stalls in private parking lots. Wounded Warriors Family Support, an organization that provides support to the families of those who have been wounded, will provide combat-wounded parking signs free of charge to businesses as a way of honoring and recognizing these veterans.

Parking on public streets is regulated by Chapter 10.12 of the MCMC, specifically Article III. The City Manager does not recommend designating on-street parking as “combat-wounded” parking. Further, the City Manager does not recommend making adjustments to the penalty section of the MCMC. Rather, it is recommended that “combat-wounded” parking stalls be left to ‘self-police’ in much the same way as occurs with “*Over 55*,” “*15 minute*” and “*Police Only*” designated parking spaces. It is the City’s belief that common respect will prevent non-combat wounded motorists from using these designated parking stalls.

CITY MANAGER RECOMMENDATION: The City Manager recommends the City Council adopt a resolution authorizing “combat-wounded” parking stalls on City Property and encouraging Mill Creek businesses to follow suit and recognize the sacrifices of our wounded warriors.

ATTACHMENTS:

Resolution

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

RESOLUTION NO. 2017-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AUTHORIZING AND DIRECTING THE PLACEMENT OF A “PURPLE HEART VETERAN” PARKING SPACE IN CITY OF MILL CREEK MUNICIPAL PARKING LOTS

WHEREAS, it is wholly appropriate that special recognition be provided to veterans who are recipients of the Purple Heart Medal, as a result of having been wounded in combat; and

WHEREAS, one way to appropriately recognize Purple Heart Medal recipients is to provide an appropriately marked parking space and to provide signage for the same on an exclusive parking spot in municipally owned parking lots as a small gesture of recognition, appreciation and support of our Armed Forces and especially for Purple Heart Medal recipients; and

WHEREAS, the Mill Creek City Council enthusiastically encourages private businesses within the City to follow the City’s lead and designate “combat-wounded” parking stalls in their own parking lots.

NOW THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON THAT:

SECTION 1. That the City Manager or her designee is hereby authorized to designate a parking spot in each municipally owned parking lot especially for “combat-wounded” and that such parking spot be appropriately marked with signage reflecting the exclusive parking space area for Purple Heart Medal Recipients.

SECTION 2. The Council finds and determines that all formal actions of this Council relating to the adoption of this Resolution have been taken at open meetings of this Council; and that deliberations of this Council and of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements.

SECTION 3. This Resolution shall take effect on this date, May 23, 2017.

Res. 2017-XXX
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Adopted this 23rd day of May, 2017, by a vote of ____ for, ____ against and
____ abstaining.

APPROVED:

PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

CITY CLERK

APPROVED AS TO FORM:

SCOTT MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: _____
PASSED BY THE CITY COUNCIL: _____
RESOLUTION NO.: 2017-_____



Date: May 23, 2017

A/P Check Batches		
Dated	Check Numbers	Amount
05/02/2017	56936	\$7,570.55
05/11/2017	56937-56997	\$1,045,907.57
Total		\$1,053,478.12

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 56936 through 56997, in the amount of \$1,053,478.12.

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

Councilmember

Councilmember

Rebecca C. Polyzos

Finance Director
Rebecca C. Polyzos

City Manager

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Accounts Payable

Checks by Date - Detail by Check Date

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 Printed: 5/17/2017 4:31 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
56936	BANKCARE	Bank of America	05/02/2017		
	1	Snohomish County Cities & Towns 3/16-M Tod			35.00
	10	Refreshments Scott Smith's Farewell Event			14.52
	11	Working Lunch 03/09-R Polizzotto, P Lauerman			57.21
	12	Economic Alliance Lunch Mtg 03/28-M Todd			40.00
	13	Sensor Cloud Monitoring Fee 03/10-04/10			9.95
	14	2017 PELRA Academy III-L Orlando			589.00
	15	2017 PELRA Academy III-R Polizzotto			589.00
	16	2017 PELRA Academy III-P Lauerman			589.00
	17	Labor Negotiations Team Wkng Lunch-Orlando,			63.25
	18	Supplies-St Paddy's Breakfast-Wellness Event			8.88
	19	Supplies-St Paddy's Breakfast-Wellness Event			19.89
	2	Book-Much Smarter Bargaining-P Lauerman			290.14
	20	LID Design: Hydrologic Modeling-M Chew			32.64
	21	LID Design: Hydrologic Modeling-K Mahmoud			32.64
	22	2 Wall Clocks-PD Locker Rooms			65.86
	23	Phone Cases			29.59
	23B	Microsoft Wireless Desktop-T Gathmann/USB V			51.82
	24	Dell 21.5 Screen LED-Lit Monitor-G Elwin			147.21
	24A	Use Tax-Dell 21.5 Screen LED-Lit Monitor-G E			-13.26
	25	CO2 Detectors-Patrol Vehicles			118.67
	26	Coffee 03/21-Annual Regional Trainers Mtg			17.53
	27	10 Year Service Award-I Durkee			81.80
	28	Refreshments-Annual Regional Trainers Mtg 03/			24.99
	29	Thule Raceway Pro Bike Carrier-Bike Rake			384.60
	29A	Use Tax-Thule Raceway Pro Bike Carrier-Bike I			-34.65
	2A	Use Tax Book-Much Smarter Bargaining-P Lauc			-26.14
	3	4-16GB Thum Drives-Case No 2017-2264 & 20			21.98
	30	3CMA Annual Conference-J Kirk			605.00
	31	Trip Protection Fee-Airfare-J Kirk			21.00
	32	Ozzy Juice Degreasing Solution/Ozzy Mat Filter			726.43
	32A	Use Tax-Ozzy Juice Degreasing Solution/Ozzy M			-65.44
	33	Tab-Books for Council Protocol Manual			35.12
	34	Airfare-3CMA Annual Conf 9/05-9/08-J Kirk			297.40
	35	1 Case-1/6 Brown Grocery Sacks-Evidence Supp			46.97
	35A	Use Tax-1 Case-1/6 Brown Grocery Sacks-Evide			-4.23
	36	NIK Pouch Drug Test Kits/Evidence Tubing/Jars			213.21
	37	Refreshments-Map Your Neighborhood			15.99
	38	KeyMod Adaptor-Mounting of Tactical Light To			44.94
	38A	Use Tax-KeyMod Adaptor-Mounting of Tactical			-4.05
	39	Coffee-Map Your Neighborhood 03/29			17.53
	4	APWA Conf-Kamal Mahmoud			490.00
	40	ACCIS Annual Conf-J Busch			250.00
	41	Microsoft Surface Pro Docking-B Davern			151.60
	42	CESCL: Stormwater BMPs for Construction 5/2			399.00
	43	OtterBox Defender Cases-Smarthones-PW Empl			148.30
	44	Webinar: Asking Fire Chiefs the Right Questions			74.50
	44A	Webinar: Asking Fire Chiefs the Right Questions			74.50
	45	MyBuildingPermit.com Monthly Fee			59.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
46		MRSC Rosters-Annual Fee			120.00
47		Name Tag-J Kirk			11.77
47A		Name Tag-P Lauerman			11.77
48		Craigslist Job Posting-Communications & Marke			45.00
49		Craigslist Job Posting-Accountant			45.00
5		Scott Smith's Farewell Event 03/09			31.00
50		Craigslist Job Posting-Maintenance Aide-Season			45.00
51		3 Neomarkers Large Waterproof-Orange-Mark V			19.29
52		Mesh Bin-Organizer/PaperClip Holder-Passports			19.65
52A		6-Ampad Double Sheet Pad- 3 Hole, College Ru			31.81
53		Economic Alliance Luncheon 4/13-P Pruitt			30.00
54		Webinar: Successful Council-Manager Relations			149.00
6		2-DigiOcean USB Flash Drive-Cell Phone Proce			113.20
6A		2-DigiOcean USB Flash Drive-Cell Phone Proce			-10.20
7		1-Ridata Double-Sided DVD-R's 50-Pak-Investi			43.95
7A		Use Tax-1-Ridata Double-Sided DVD-R's 50-Pa			-3.96
8		2-Pkg 32GB Flash Drive Casc# 2017-2264 & 20			27.46
9		Plastic Forks-Scott Smith's Farewell Event			1.97
Total for Check Number 56936:				0.00	7,570.55
Total for 5/2/2017:				0.00	7,570.55
56937	SEADAIJ 3324715	Daily Journal of Commerce BC: Landscape Maintenance 04/28	05/11/2017		59.80
Total for Check Number 56937:				0.00	59.80
56938	ABSOLGRP 517397	Absolute Graphix Inc 1 Staff Jacket - J Kirk	05/11/2017		110.38
Total for Check Number 56938:				0.00	110.38
56939	ADPLLC 491775354 492522206	ADP, LLC Payroll Processing Chgs-Workforce Now HRIS Payroll Processing Chgs-Workforce Now 04/15	05/11/2017		903.37 377.58
Total for Check Number 56939:				0.00	1,280.95
56940	ALDWTR 00320003-01 01100176-01 01300169-01 01550006-01 02170002-01 02460002-01 02470001-01 03050003-01 03095000-01 03805002-01 03865000-01 04900159-01 05400166-01 05590004-02 05600177-03 05700181-01 05702001-01 05705005-01 06900173-02	Alderwood Water District Seattle Hill Rd I/R Median 4 & 5 I/R 1901 Mill Fern Dr SE I/R Median 2 16011 28th Dr SE I/R SEATTLE HILL RD I/R 155 VILLAGE GRN DR I/R 155 VILLAGE GRN DR/HERON PK 15933 29TH DR SE I/R 16220 27TH DR SE I/R 16217 27TH DR SE I/R 16205 25TH DR SE I/R SEATTLE HILL ROAD I/R MEDIAN #6 I/R 15720 MILL CREEK BLVD D/C 15720 MAIN ST 15728 MAIN ST I/R 15728 MAIN ST D/C 15728 MAIN ST 1300 156TH PL SE I/R	05/11/2017		68.49 68.49 273.55 68.49 68.49 68.49 131.81 182.33 68.49 68.49 68.49 30.50 68.49 131.81 14.32 450.29 131.81 14.32 493.67 30.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	07850004-01	16101 HIGHLAND BLVD/RESTR			182.33
	07855001-01	16101 28TH DR SE I/R			131.81
	07895001-01	16021 28TH DR SE I/R			68.49
	07900155-01	SEATTLE HILL RD I/R			68.49
	08000152-01	SEATTLE HILL RD I/R			68.49
	08300050-01	3310 157TH PL SE I/R			68.49
	08800024-01	SEATTLE HILL RD I/R			68.49
	08900020-01	SEATTLE HILL RD I/R			68.49
	09000017-01	SEATTLE HILL RD I/R			68.49
	09080000-01	14600 MILL CREEK BLVD I/R			30.50
	09100016-01	SEATTLE HILL RD I/R			68.49
	13233000-01	15200 MILL CREEK BLVD I/R			30.50
	25703000-01	14725 32ND DR SE I/R			68.49
	26070000-01	15803 32nd Ave SE			182.33
	26467000-01	1900 164TH STE			68.49
	26468000-01	1900 164TH ST SE I/R			68.49
	33254000-01	14725 32ND DR SE			182.33
	34493000-01	15720 MAIN ST I/R			30.50
			Total for Check Number 56940:	0.00	3,956.52
56941	ALEXPRCO 50750	Alexander Printing Company Inc Business Cards-Mayor Pruitt	05/11/2017		66.24
			Total for Check Number 56941:	0.00	66.24
56942	AWC1 51346 51346A	Association of WA Cities AWC Annual Conf-J Kirk AWC Annual Conf-M Todd	05/11/2017		400.00 400.00
			Total for Check Number 56942:	0.00	800.00
56943	BENEAD R1704515	Benefit Administration Co, LLC Section 125 Flexible Benefits Plan-April	05/11/2017		40.00
			Total for Check Number 56943:	0.00	40.00
56944	HRSUSA 047718	Capital One Commercial Refreshments-Open House-April 18th	05/11/2017		77.94
			Total for Check Number 56944:	0.00	77.94
56945	CINTAS 460824085 460824085A	Cintas Corporation Loc. #460 Floor Mat Service 03/03 Floor Mat Service 03/03	05/11/2017		64.72 38.01
			Total for Check Number 56945:	0.00	102.73
56946	CIEDMOND RGG-170036	City of Edmonds Domestic Violence Coordinator-May	05/11/2017		954.90
			Total for Check Number 56946:	0.00	954.90
56947	CITOFMLT 3216	City of Mountlake Terrace Annual Assessment - Alliance for Housing Affor	05/11/2017		1,875.00
			Total for Check Number 56947:	0.00	1,875.00
56948	EVERGR 80784	Evergreen Fire and Safety, Inc City Hall North-Fire Extinguisher Certifications	05/11/2017		273.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 56948:	0.00	273.81
56949	FELDMAJ April 2017	Feldman & Lee, P.S. Public Defender Contract Flat Fee - April	05/11/2017		8,750.00
			Total for Check Number 56949:	0.00	8,750.00
56950	FOSSIND F75534	Fossil Industries Inc North Creek Trail Signage-	05/11/2017		250.00
			Total for Check Number 56950:	0.00	250.00
56951	NWCASC 0550310277 0550310277A	Honey Bucket Porta Pottie-Eggstravaganza 04/14-04/17 Delivery Chgs-Porta Pottie-Eggstravaganza 04/1	05/11/2017		185.00 70.00
			Total for Check Number 56951:	0.00	255.00
56952	INTEGRA 14614362	Integra T-1 Monthly Fee - May	05/11/2017		650.99
			Total for Check Number 56952:	0.00	650.99
56953	JPATSUSM 10736	JPATS/USMS Prisoner Transport-James Britton 04/03-Case 20	05/11/2017		2,282.00
			Total for Check Number 56953:	0.00	2,282.00
56954	KCDA 300144033 300145625 300155045	KCDA Purchasing Cooperative Supplies - Preschool Pals Supplies - Preschool Pals General Office Supplies-All Depts	05/11/2017		122.31 112.09 100.32
			Total for Check Number 56954:	0.00	334.72
56955	KPFFCON 114098	KPFF Consulting Engineers Prof Serv 35th Ave Recon Proj 02/28-03/31	05/11/2017		2,574.95
			Total for Check Number 56955:	0.00	2,574.95
56956	KROESENS 43789 43790 43812 43813	Kroesen's Uniform Company Uniform Accessories-T Eickenberry Uniform Accessories-R Feiock 4Pk Belt Keepers-R Feiock 4Pk Belt Keepers-T Eickenberry	05/11/2017		224.35 399.82 9.73 9.93
			Total for Check Number 56956:	0.00	643.63
56957	MISTERTS 110385	Mister T's Trophies Retirement Plaque-"Key to the City"-T Gathman	05/11/2017		64.30
			Total for Check Number 56957:	0.00	64.30
56958	KIDZLOVS 6336 6339 6340 6344 6346 6350 6352	North American Youth Activities, LLC KLS Soccer: M & M 3/07-4/18 #6336 KLS Soccer: M & M 2/25-4/08 #6339 KLS Soccer: M & M 2/25-4/08 #6340 KLS Soccer: Tot-Soccer 3/07-4/18 #6344 KLS Soccer: Tot-Soccer 2/25-4/08 #6346 KLS Soccer: Pre-Soccer 3/07-4/18 #6350 KLS Soccer: Pre-Soccer 2/25-4/08 #6352	05/11/2017		333.20 285.60 809.20 333.20 571.20 476.00 975.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	6355	KLS Soccer: 1 3/07-4/18 #6355			476.00
	6357	KLS Soccer: 1 2/25-4/08 #6357			968.10
	6360	KLS Soccer: Soccer 2 3/07-4/18 #6360			380.80
	6362	KLS Soccer: Soccer 2 2/25-4/08 #6362			380.80
			Total for Check Number 56958:	0.00	5,989.90
56959	GFOA 300216940	Government Finance Officers Association GFOA Annual Membership-P Lauerman	05/11/2017		150.00
			Total for Check Number 56959:	0.00	150.00
56960	OLBRECAS April	Olbrechts & Associates PLLC Hearing Examiner Services-April	05/11/2017		576.00
			Total for Check Number 56960:	0.00	576.00
56961	OREILLY 2986107256 2986-107879	O'Reilly Automotive Inc Head Light-PW 3 Tire Cleaner-Street Sweepers	05/11/2017		9.13 23.15
			Total for Check Number 56961:	0.00	32.28
56962	ORLANDL Reimb Exp	Laura Orlando Reimb Lodging 4/22-4/27-NPELRA Conf & Mil	05/11/2017		1,072.44
			Total for Check Number 56962:	0.00	1,072.44
56963	PACRIMC 04/2017	Pacific Rim Code Services, Inc Prof Service-Plan Reviews 04/04-04/27	05/11/2017		2,010.00
			Total for Check Number 56963:	0.00	2,010.00
56964	PACLAB 1700583624	PacLab Pre-Employment-T Eikenberry	05/11/2017		154.25
			Total for Check Number 56964:	0.00	154.25
56965	PAWS April 2017	PAWS Animals Brought To Shelter - April	05/11/2017		1,225.00
			Total for Check Number 56965:	0.00	1,225.00
56966	PIGSKIN 2017-20	Pigskin Uniforms 3 Jumpsuits-S Smith,S Conner,R Mundwiler	05/11/2017		1,708.88
			Total for Check Number 56966:	0.00	1,708.88
56967	SNOCPUD 2007-4359-9 2007-9722-3 2016-6351-5 2017-8113-5 2018-9805-3 2025-2921-0 2025-7077-6 2026-2439-1 2027-6793-5 2029-0994-1 2030-2812-1 2032-5163-2 2047-1752-4	PUD No. 1 of Snohomish County Street Lights-200W-190 Lights 04/01-04/30 Cougar Park 03/23-04/20 14600 16th Ave SE 04/05-05/03 2701 155th St SE 03/30-04/26 1700 Mill Creek Rd 03/25-04/24 Street Lights-100W-386 Lights 04/01-04/30 Street Lights-250W-88 Lights 04/01-04/30 Street Lights-100W-835 Lights 04/01-04/30 Street Lights-400W-21 Lights 04/01-04/30 Street Lights-150W-6 Lights 04/01-04/30 4560 SAC 04/06-05/03 15510 Village Green Dr 03/30-04/27 Street Lights 200W-9 Lights 04/01-04/30	05/11/2017		1,711.90 80.80 15.66 28.14 97.19 1,351.00 934.56 5,861.70 306.81 28.20 42.97 15.64 46.98

AGENDA ITEM #F.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2047-1753-2	Street Lights-250W-38 Lights	04/01-04/30		277.78
	2047-1754-0	Street Lights-400W-39 Lights	04/01-04/30		429.39
	2050-8723-2	Street Lights-100W-17 Lights	04/01-04/30		51.51
	2203-1739-0	Street Lights-240W-1 Light	04/01-04/30		7.73
	2206-1241-0	15601 22nd Ct SE	03/30-04/26		17.55
	2207-6351-0	13332 44th Ave SE	04/05-05/02		47.78
	2212-9311-1	Street Lights-160W-1 Light	04/01-04/30		20.04
			Total for Check Number 56967:	0.00	11,373.33
56968	LEXNEXIS 3090905993	RELX Inc LexisNexis Monthly Chgs 03/01-03/31	05/11/2017		176.44
			Total for Check Number 56968:	0.00	176.44
56969	RONGERJ 8576	John Rongerude P.S. Conflict Public Defender Case No. 2017-2728	05/11/2017		300.00
			Total for Check Number 56969:	0.00	300.00
56970	SHANWILS 96315	Shannon & Wilson Inc Geotechnical Engineering-Solve Soggy Sod Issu	05/11/2017		312.18
			Total for Check Number 56970:	0.00	312.18
56971	SHORTCR 492874	Short Cressman & Burgess PLLC Prof Legal Services-Council-March	05/11/2017		1,043.40
			Total for Check Number 56971:	0.00	1,043.40
56972	SILVERL 14112-27585 14737-19068 17679-27345 17684-27596 24079-27593 32140-27632 32141-27633 35995-27914 35996-27914 35997-27914 35998-27914 35999-27914 36000-27914 36016-27914 36025-27914 36026-27914 36365-27593 37034-30017 37680-27914 40191-27914	Silverlake Water District 132nd & SR 527 Irrig Silver Crest Park Library Park Library Park Hillside Park MCSP MCSP SR 527 Irrig 14600 SR 527 13800 N SR 527 1600 SR 527 15200 SR 527 15100 N SR 527 SR 527 & Trillium 14600 SR 527 SR 527 & Dumas Dumas Rd Hillside Park North Point Park Buffalo Park	05/11/2017		7.60 7.60 7.60 7.60 7.60 7.60 72.35 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 7.60 22.30 7.60 77.80 61.45
			Total for Check Number 56972:	0.00	355.50
56973	SCFIRDS MC-17-01 MC-17-01A MC-17-01B	Sno County Fire District #7 Fire Interlocal Agreement - 2nd Qtr 2017 Service Credit - Additional 4th Qtr 2016 Service Credit - 1st Qtr 2017	05/11/2017		990,039.00 -16,450.23 -40,343.14
			Total for Check Number 56973:	0.00	933,245.63
56974	SNOCOF	Snohomish County Finance	05/11/2017		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	1000435722	Interest 800MHZ-1st Half 2017			2,253.89
			Total for Check Number 56974:	0.00	2,253.89
56975	SNOCOPW 1000435665	Snohomish County Public Works RR6138-Overlay Program-March	05/11/2017		7,701.24
			Total for Check Number 56975:	0.00	7,701.24
56976	SNOCOTRB 00001	Snohomish County Tourism Bureau Training-Effective Volunteer Appreciation Event	05/11/2017		25.00
			Total for Check Number 56976:	0.00	25.00
56977	SNOCOSH1 2017-3700	Snohomish County Treasurer Inmate Medical Billing - March	05/11/2017		7.84
			Total for Check Number 56977:	0.00	7.84
56978	SNOHSDIS 5991600026	Snohomish School District #201 Veteran's Day Parade-Glacier Peak HS Band Box	05/11/2017		703.98
			Total for Check Number 56978:	0.00	703.98
56979	SNDPUBIN EDH755039	Sound Publishing Inc BC: 2017 Landscape Maintenance Contract	05/11/2017		32.68
			Total for Check Number 56979:	0.00	32.68
56980	SDISTCRT April AprilA	South District Court Filing Fees SD Court - April Interpreter Costs - April	05/11/2017		8,479.09 204.73
			Total for Check Number 56980:	0.00	8,683.82
56981	STAND 600156-0001	Standard Ins. Company RA Life, AD&D & LTD Pres. MEBT-ER Paid-May	05/11/2017		3,820.41
			Total for Check Number 56981:	0.00	3,820.41
56982	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem. MEBT-ER Paid-May	05/11/2017		902.13
			Total for Check Number 56982:	0.00	902.13
56983	STARDMSV 0117032-IN 0117033-IN	Stardom Services Inc Janitorial Services - April - City Hall North Janitorial Services - April - City Hall South	05/11/2017		1,479.13 1,215.00
			Total for Check Number 56983:	0.00	2,694.13
56984	STERICYC 3003834299	Stericycle Inc Biomedical Waste Services - Monthly Fee	05/11/2017		47.82
			Total for Check Number 56984:	0.00	47.82
56985	SUMLAW 84183	Summit Law Group Prof Serv-General Labor-AFSCME Through 3/3	05/11/2017		8,926.41
			Total for Check Number 56985:	0.00	8,926.41
56986	TACSCREW 18157470	Tacoma Screw Products Inc Bolts, Nuts Drill Bits, Threadlocker-138th St Ga	05/11/2017		77.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	18157584	Bolts & Washers-Traffic Calming			95.51
			Total for Check Number 56986:	0.00	173.32
56987	DRIFTMRA 0006580	The Driftmier Architects, P.S. Prof Serv MC Public Works Shop 03/26-04/25	05/11/2017		11,857.01
			Total for Check Number 56987:	0.00	11,857.01
56988	TRANSUN 04711437	Trans Union LLC Basic Service Monthly Fee-Credit Checks 03/26	05/11/2017		27.60
			Total for Check Number 56988:	0.00	27.60
56989	UPS 00009X8014167	United Parcel Service UPS Chgs-PD-WSP	05/11/2017		8.51
			Total for Check Number 56989:	0.00	8.51
56990	USBANK XXXXXXXX139	US Bank NA - Custody Investment Custody Chages 04/01-04/30	05/11/2017		42.00
			Total for Check Number 56990:	0.00	42.00
56991	USIC 230833 230833A 234573 234573A	USIC Locating Services, LLC 37 NC Locates/173 Ticket Locates 37 NC Locates/173 Ticket Locates 29 NC Locates/172 Ticket Locates 29 NC Locates/172 Ticket Locates	05/11/2017		2,025.11 2,025.11 1,990.90 1,990.90
			Total for Check Number 56991:	0.00	8,032.02
56992	UULC 7040167 7040167A	Utilities Underground Location Center On Call Location Service - 187 Locates On Call Location Service - 187 Locates	05/11/2017		120.62 120.61
			Total for Check Number 56992:	0.00	241.23
56993	WASTEMN 2-66196-95002	Waste Management-Northwest 15728 Main St-St Sweeper-Apr	05/11/2017		48.86
			Total for Check Number 56993:	0.00	48.86
56994	WAVEDIV 02185738	WaveDivision Holdings, LLC Fiber Lease-15728 Main St-To 3000 Rockefeller	05/11/2017		657.78
			Total for Check Number 56994:	0.00	657.78
56995	WDHRBNGI 124676	Wood Harbinger Prof Engr Serv City Hall North HVAC Through	05/11/2017		2,405.25
			Total for Check Number 56995:	0.00	2,405.25
56996	AFSCME April	WSCCCE, AFSCME, AFL-CIO Union Dues - AFSCME-Apr	05/11/2017		1,181.11
			Total for Check Number 56996:	0.00	1,181.11
56997	ZUMAR 0188162	Zumar Industries, Inc. 10 Reserved Parking (Handicap) Signs-Main St	05/11/2017		304.44
			Total for Check Number 56997:	0.00	304.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for 5/11/2017:	0.00	1,045,907.57
			Report Total (62 checks):	0.00	1,053,478.12



Date: May 23, 2017

Payroll Check Batches		
Dated	Check Numbers	Amount
05/10/2017	ACH Automatic Deposit Checks	\$141,517.72
05/10/2017	ACH Wire- FWT & Medicare Taxes	\$28,418.98
05/10/2017	ACH Automatic Deposit Checks	\$6,154.54
05/10/2017	ACH Wire- FWT & Medicare Taxes	\$1,669.97
05/10/2017	ACH Wire MEBT- Wilmington Trust	\$25,504.99
05/10/2017	ACH Wire- BAC- Flex Spending Acct	\$1,956.16
05/10/2017	ACH Wire- ICMA RC- Def. Comp	\$632.70
05/10/2017	ACH Wire- MCPD Guild Dues	\$2,140.00
05/10/2017	ACH Wire- United Way Donations	\$793.00
05/08/2017	ACH Wire- Assoc. of WA Cities	\$75,591.69
Total		\$284,379.75

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 \$284,379.75.

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

Councilmember

Councilmember

[Signature]

Finance Director / Accountant
[Signature]

Rebecca C. Poligotto
City Manager

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Under Review
 Week#:19 Pay Date:05/10/2017 P/E Date:04/30/2017
 Qtr/Year:2/2017 Run Time/Date:16:45:05 PM EDT 05/04/2017

Taxes Debited	Federal Income Tax	22,546.88	
	Earned Income Credit Advances	0.00	
	Social Security - EE	0.00	
	Social Security - ER	0.00	
	Social Security Adj - EE	0.00	
	Medicare - EE	2,936.09	
	Medicare - ER	2,936.01	
	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	28,418.98	
Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	141,517.72	<i>no pay</i>
	Total Amount Debited From Your Account	169,936.70	
Bank Debits & Other Liability	Checks	0.00	Total Liability
	Adjustments/Prepay/Voids	0.00	169,936.70
Taxes- Your Responsibility	None this payroll		169,936.70

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:19-2 Pay Date:05/10/2017 P/E Date:04/30/2017
 Qtr/Year:2/2017 Run Time/Date:19:02:24 PM EDT 05/08/2017

Taxes Debited	Federal Income Tax	1,412.97	
	Earned Income Credit Advances	0.00	
	Social Security - EE	0.00	
	Social Security - ER	0.00	
	Social Security Adj - EE	0.00	
	Medicare - EE	128.50	
	Medicare - ER	128.50	
	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	1,669.97	
Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	6,154.54	<i>final payroll</i>
	Total Amount Debited From Your Account		7,824.51
Bank Debits & Other Liability	Checks	0.00	
	Adjustments/Prepay/Voids	0.00	
Taxes- Your Responsibility	None this payroll		
			7,824.51
			Total Liability
			7,824.51

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 05/10/2017 2:29:39 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 175AF16011ZV1334

Template Name: WILTRUST
Template Code: WILTRUST

Debit Account Information

Debit Bank: 426000024
Debit Account: 000060104700
Debit Account Name: Treas Checking
Debit Currency: USD

Beneficiary Details

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

Beneficiary Account: 0052074505
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: 25,504.99

Value Date: 05/10/2017

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:2017051000326727
Confirmation #: FEDR:20170510B6B7HU1R010847

Input Time: 05/10/2017 2:16:09 PM CDT
Time: 05/10/2017 2:29:22 PM CDT

ACH Cash Pro Online
City of Mill Creek

Report Date: 05/10/2017
Report Time: 02:10:12 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	05/11/2017
ACH ID:	2911225895	Batch Sequence:	2
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	\$1,956.16	C	125108366	310005566	C	

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$1,956.16	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$1,956.16	1
Prenotes	\$0.00	0

6

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 05/10/2017 2:29:39 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 175AF130827X0F50

Template Name: ICMA 457 Plan
Template Code: ICMA

Debit Account Information

Debit Bank: 425000024
Debit Account: 00000104700
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: 42530001
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: 632.70

Value Date: 05/10/2017

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:2017051000326721
Confirmation #: FEDR:20170510B6B7HU1R010843

Input Time: 05/10/2017 2:13:14 PM CDT
Time: 05/10/2017 2:29:22 PM CDT

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 05/10/2017 2:29:39 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 175AF1232KUY2206

Template Name: GUILD DUES
Template Code: GUILD

Debit Account Information

Debit Bank: 12500002
Debit Account: 000000104700
Debit Account Name: Treas Checking
Debit Currency: USD

Beneficiary Details

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

Beneficiary Account: 000000150001
Beneficiary Bank ID: 12500002
BANK OF AMERICA, NA
1424 164TH ST SW
LYNNWOOD
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 2,140.00

Value Date: 05/10/2017

Optional Information

Sender's Reference Number: Police Guild

Beneficiary Information: Police Guild Dues Direct Deposit

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017051000326726
Confirmation #: BOOK:2017051000326726

Input Time: 05/10/2017 2:12:43 PM CDT
Time: 05/10/2017 2:29:22 PM CDT

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 05/10/2017 2:29:39 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 175AF1126C7W0Z29

Template Name: United Way
Template Code: United Way

Debit Account Information

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

Beneficiary Details

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

Beneficiary Account: 9590003700
Beneficiary Bank ID: 122000496
UNION BANK, N.A.
30343 CANWOOD ST, STE 100
AGOURA HILLS
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 793.00

Value Date: 05/10/2017

Optional Information

Sender's Reference Number: 175AF1126C7W0Z29

Beneficiary Information: United Way from City of Mill Creek

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017051000326723
Confirmation #: FEDR:20170510B6B7HU2R010932

Input Time: 05/10/2017 2:11:39 PM CDT
Time: 05/10/2017 2:29:22 PM CDT

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

ACCOUNT SUMMARY - contains all changes to this account as of 05/09/2017 10:03:24 AM

FUND: 100

ACCOUNT NUMBER: 186 L

BILL MONTH:	05/2017
COVERAGE MONTH:	05/2017
PAYMENT DUE BY:	05/10/2017
CURRENT BILLING AMOUNT:	\$75,591.69
PRIOR OVERAGE OR SHORTAGE:	\$0.00
ADJUSTMENTS:	\$0.00
TOTAL AMOUNT DUE:	\$75,591.69

100 186 L 052017 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	05/2017	\$ <u>75,591.69</u>

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

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

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



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, May 2, 2017

Council Chambers, 15728 Main Street, Mill Creek, WA 98012

Minutes are the official record of Mill Creek Council meetings. Minutes document action taken at the council meeting, not what was said at the council meeting.

A recording of this City Council meeting can be found here: [Part 1](#), [Part 2](#)
The agenda packet for this City Council meeting can be found [here](#).

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pruitt called the meeting of the Mill Creek City Council to order at 6:00 p.m. and led the Pledge of Allegiance.

ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

Vince Cavaleri, Councilmember

A.

Councilmember Bond made a motion to excuse Councilmember Cavaleri due to a vacation. Councilmember Kelly seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

B. No public comment was made.

PRESENTATIONS

- C.** Employee Milestone Presentation Commemorating 25 Years of Service for Tom Rogers
(Rebecca C. Polizzotto, City Manager)
City Manager Polizzotto recognized Community & Economic Development Director Tom Rogers for 25 years of excellent service to the City of Mill Creek.
- D.** Proclamation: Retirement of Tom Gathmann
(Pam Pruitt, Mayor)
City Manager Polizzotto recognized Senior Project Manager Tom Gathmann for his 9.5 years of service to the City of Mill Creek. Tom received a key to the City and a proclamation was read by Mayor Pruitt declaring the City's appreciation for both his time with the City as well as his 40 plus years of public service.

May 2, 2017 REGULAR COUNCIL MEETING MINUTES

RECESS FOR RETIREMENT CELEBRATION REFRESHMENTS

The Council meeting recessed for up to 5 minutes at 6:11 p.m. to serve refreshments for the retirement celebration.

RECONVENE TO REGULAR SESSION

The meeting reconvened to regular session at 6:15 p.m.

NEW BUSINESS

- E.** Proposed Ordinance and Corresponding Policy/Procedure Governing the Adoption of Uniform City Policies and Procedures
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto presented information regarding a proposed ordinance to amend and restate Mill Creek Municipal Code Chapter 1.24. The Council asked the City Manager to review Section 1.24.050 with the City Attorney's office to clarify the language regarding administrative appeals. The City Manager also offered to add language which ensures all administrative policies are provided to Council in order to keep them informed. A new draft will be prepared for Council review by the May 23 Council meeting.

- F.** Social Media Policy
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto presented information regarding the Social Media Policy. The Council discussed how agencies regulate content, any potential budgetary impacts and whether councilmembers should have personal accounts or City-owned accounts.

- G.** Construction Contract Award for the 2017 Catch Basin Cleaning and CCTV Inspection Report
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto presented information regarding the award of this contract and the Council moved to adopt the related resolution.

Councilmember Todd made a motion to adopt Resolution 2017-564 authorizing the City Manager to execute the construction contract for the 2017 Catch Basin Cleaning and CCTV Inspection Project. Councilmember Michelson seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- H.** City Council Meeting Minutes of April 25, 2017

Councilmember Kelly made a motion to approve the consent agenda. Councilmember Michelson seconded the motion. The motion passed unanimously.

REPORTS

- I.** Mayor/Council

Mayor Pro Tem Holtzclaw reported high attendance at the Mill Creek Little League Jamboree over the weekend and shared that a total of 900 kids are now participating in the program. He also reported attending the Master Builder's Association (MBA) Elected Official reception last week with Mayor Pruitt and Councilmember Todd and asked staff to explore Senate Bill 5674. This new legislation was presented by the MBA and has the potential to save time in the administrative process related to final plat approvals. The City Manager agreed to add this to the planning schedule and to discuss the details of the bill with Community and Economic Development Director

May 2, 2017 REGULAR COUNCIL MEETING MINUTES

Rogers.

Councilmember Todd attended the Economic Alliance Snohomish County meeting where they discussed the Economic Development District and a regional economic strategy document called Amazing Places. He received a consolidated version of this document today and offered to forward a copy to the City Manager so it could be shared with the Council. Councilmember Todd asked the Council to provide any input to him that they would like passed on for consideration. The work being done and the input provided is important with respect to future growth and transportation projects in Snohomish County.

J. City Manager

- Council Planning Schedule
- Legislative Summary
- ICMA Article: Professional Local Government Management
- Swift Green Line Station
- Web Platform Recommendation

The City Manager encouraged the Council's review of the Legislative Summary included in their packet and reported that several pieces of legislation are on the Governor's desk for approval. She explained that she shared the ICMA Article as a management-related article of interest, and would continue to include other articles the Council may find informative.

A letter from Community Transit was provided in response to questions the Council had asked of them in their last discussion.

A staff report created by Communications and Marketing Director Kirk was provided which includes the staff recommendation for the vendor for a new web platform. She reported approving this recommendation in part due to the multiple objectives included in this one project, and the net costs to accomplish these objectives. Project updates will be forthcoming.

Mayor Pro Tem Holtzclaw asked the Council if they were comfortable with the response provided by Community Transit or if they would like to request clarity on the parking concerns they had discussed. He asked the City Manager to look into their concerns from an engineering standpoint and she agreed to review these concerns, open the dialog with Community Transit and get back to the Council with updates.

AUDIENCE COMMUNICATION

- K.** No public comment was made.

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council per RCW 42.30)

- L.** Discussion of the status of collective bargaining negotiations. No action was taken.

MEETING RECONVENED

The meeting reconvened to regular session at approximately 8:23 p.m.

ADJOURNMENT

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

May 2, 2017 REGULAR COUNCIL MEETING MINUTES

Pam Pruitt, Mayor

Peggy Lauerman, City Clerk

May 2, 2017 REGULAR COUNCIL MEETING MINUTES



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, May 2, 2017

Council Chambers, 15728 Main Street, Mill Creek, WA 98012

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Sean Kelly, Councilmember
Donna Michelson, Councilmember
Mike Todd, Councilmember
Mark Bond, Councilmember

Councilmembers Absent:

Vince Cavaleri, Councilmember

A.

Councilmember Bond made a motion to excuse Councilmember Cavaleri due to a vacation. Councilmember Kelly seconded the motion. The motion passed unanimously.

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PRESENTATIONS

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May 2, 2017 REGULAR COUNCIL MEETING MINUTES

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RECONVENE TO REGULAR SESSION

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NEW BUSINESS

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(Rebecca C. Polizzotto, City Manager)

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- G. Construction Contract Award for the 2017 Catch Basin Cleaning and CCTV Inspection Report**
(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto presented information regarding the award of this contract and the Council moved to adopt the related resolution.

Councilmember Todd made a motion to adopt Resolution 2017-564 authorizing the City Manager to execute the construction contract for the 2017 Catch Basin Cleaning and CCTV Inspection Project. Councilmember Michelson seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- H. City Council Meeting Minutes of April 25, 2017**

Councilmember Kelly made a motion to approve the consent agenda. Councilmember Michelson seconded the motion. The motion passed unanimously.

REPORTS

- I. Mayor/Council**

Mayor Pro Tem Holtzclaw reported high attendance at the Mill Creek Little League Jamboree over the weekend and shared that a total of 900 kids are now participating in the program. He also reported attending the Master Builder's Association (MBA) Elected Official reception last week with Mayor Pruitt and Councilmember Todd and asked staff to explore Senate Bill 5674. This new legislation was presented by the MBA and has the potential to save time in the administrative process related to final plat approvals. The City Manager agreed to add this to the planning schedule and to discuss the details of the bill with Community and Economic Development Director

May 2, 2017 REGULAR COUNCIL MEETING MINUTES

Rogers.

Councilmember Todd attended the Economic Alliance Snohomish County meeting where they discussed the Economic Development District and a regional economic strategy document called Amazing Places. He received a consolidated version of this document today and offered to forward a copy to the City Manager so it could be shared with the Council. Councilmember Todd asked the Council to provide any input to him that they would like passed on for consideration. The work being done and the input provided is important with respect to future growth and transportation projects in Snohomish County.

J. City Manager

- Council Planning Schedule
- Legislative Summary
- ICMA Article: Professional Local Government Management
- Swift Green Line Station
- Web Platform Recommendation

The City Manager encouraged the Council's review of the Legislative Summary included in their packet and reported that several pieces of legislation are on the Governor's desk for approval. She explained that she shared the ICMA Article as a management-related article of interest, and would continue to include other articles the Council may find informative.

A letter from Community Transit was provided in response to questions the Council had asked of them in their last discussion.

A staff report created by Communications and Marketing Director Kirk was provided which includes the staff recommendation for the vendor for a new web platform. She reported approving this recommendation in part due to the multiple objectives included in this one project, and the net costs to accomplish these objectives. Project updates will be forthcoming.

Mayor Pro Tem Holtzclaw asked the Council if they were comfortable with the response provided by Community Transit or if they would like to request clarity on the parking concerns they had discussed. He asked the City Manager to look into their concerns from an engineering standpoint and she agreed to review these concerns, open the dialog with Community Transit and get back to the Council with updates.

AUDIENCE COMMUNICATION

- K.** No public comment was made.

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council per RCW 42.30)

- L.** Discussion of the status of collective bargaining negotiations. No action was taken.

MEETING RECONVENED

The meeting reconvened to regular session at approximately 8:23 p.m.

ADJOURNMENT

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

May 2, 2017 REGULAR COUNCIL MEETING MINUTES

Pam Pruitt, Mayor

Peggy Lauerman, City Clerk

May 2, 2017 REGULAR COUNCIL MEETING MINUTES



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, May 9, 2017

Council Chambers, 15728 Main Street, Mill Creek, WA 98012

Minutes are the official record of Mill Creek City Council meetings. Minutes document action taken at the council meeting, not what was said at the council meeting.

A recording of this City Council meeting may be found here: [Part 1](#), [Part 2](#)
The agenda packet for this City Council meeting may be found [here](#).

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pruitt called the meeting of the Mill Creek City Council to order at 6:00 p.m. and led the Pledge of Allegiance.

ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A. No public comment was made.

PRESENTATIONS

- B. Proclamation: National Public Service Recognition Week
A proclamation was read by Mayor Pruitt recognizing National Public Service Recognition Week and public employees and volunteers for their service.

NEW BUSINESS

- C. Appointments to the Planning Commission
(City Council)
Mayor Pro Tem Holtzclaw advised that two candidates applied for the two open Planning Commission vacancies. After interviews and review by the Council Interview Committee, both Stan Eisner and Dennis Teschlog were chosen to fill the three-year vacancies.

Mayor Pro Tem Holtzclaw made a motion to appoint Stan Eisner and Dennis Teschlog to fill the full-term vacancies expiring April 30, 2020. Councilmember Kelly seconded the motion. The motion passed unanimously.

May 9, 2017 REGULAR COUNCIL MEETING MINUTES

WORK SESSION

D. [ADP Demonstration and Process Review](#)

(Rebecca C. Polizzotto, City Manager)

City Manager Polizzotto presented a demonstration on ADP and reviewed the process for purchase/implementation. Director of Human Resources Laura Orlando and Betsy Devenney also reviewed the many features and flexibility of the platform from a human resource, payroll and employee perspective. The Council discussed the efficiency of storing records electronically and thanked staff for all of the hard work that has gone into the ADP implementation project.

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)

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

REPORTS

G. Mayor/Council

Mayor Pruitt reported the SERS long-term funding board met last week where the SERS board and committee approved going out for an RFP for the \$70 million radio system. She assured the Council that there will be a lot more discussion and work before a decision is made.

Councilmember Bond reported that the Snohomish Health District Food Safety Board recognized Skinny D's Yogurt in Mill Creek for the Limited Menu award.

Councilmember Michelson read a prepared statement into the record in response to articles in the May 5, 2017 edition of the Mill Creek View newspaper.

Councilmember Todd reported that he hadn't received the Economic Development District report discussed at the last meeting, therefore was unable to forward it. He assured that he will still forward it upon receipt.

Sound Cities Association and King County had an economic development summit and reached out to Snohomish County Cities, Snohomish County, Pierce County Cities and Pierce County to participate. Councilmember Todd reported that there was a lot of work to be done but this was a great first step towards improved marketing for the entire Puget Sound area.

Councilmember Todd reported an upcoming Snohomish County Cities dinner on May 18 where the topic will be the SNOCOM/SNOPAC Joint Task Force.

H. City Manager

- Council Planning Schedule
- Legislative Summary
- Quarterly Financial Report
- PUD Update

May 9, 2017 REGULAR COUNCIL MEETING MINUTES

The City Manager reported that several bills referenced in the Legislative Summary were being signed by the Governor. Department directors had been advised to provide summaries of the bills impacting their department and outline any operational impacts they anticipate as a result.

Mayor Pruitt discussed the bill which requires a ballot box to be placed in Mill Creek and requested staff reach out to the Washington State Auditor's Office. The City Manager assured that Director Lauerman and Chief Elwin would be working together to provide recommended locations for review and recommendation to the Council.

City Manager Polizzotto discussed the Marketplace Fairness Act & The Remote Transactions Parity Act Resource Center article from the Government Finance Officers Association (GFOA) included in the packet. She reported sharing this article as a way to continue to communicate legislative information from a State, as well as Federal level which had the potential to trickle down and affect cities.

Finance & Administration Director Lauerman reviewed the Quarterly Financial Report and provided a brief explanation on the slightly different format. Mayor Pro Tem Holtzclaw asked if construction sales tax had been segregated. Director Lauerman reported that staff was working on it and she anticipated having this information by the next quarterly report.

City Manager Polizzotto discussed the many projects currently underway by Snohomish County PUD and referenced the construction update put out by Communications and Marketing Director Kirk. The Council discussed a historical issue with this type of work and asked staff to make sure the projects were brought to completion in a timely manner. City Manager Polizzotto assured the Council that public works and communications staff will monitor the projects and maintain communication with both citizens and PUD staff in order to work through any concerns.

Councilmember Michelson reported that a large boulder had appeared on the shoulder of the road, just before the Heatherstone sub-division on the left. The City Manager offered to have public works staff take a look and get this resolved.

Councilmember Todd asked that more information regarding PUD projects be shared with Spring Tree residents due to the amount of work now being done in this development. Director Kirk offered to check with PUD again to get more information out.

AUDIENCE COMMUNICATION

- I. No public comment was made.

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

- J. The meeting recessed to executive session at 7:34 p.m. for up to 30 minutes, which was subsequently extended.
 - Review negotiations on the performance of a publicly bid contract per RCW 42.30.110 (1)(d).

At 8:30 p.m. Councilmember Cavaleri made a motion to extend the meeting to

9:00 p.m. Councilmember Todd seconded the motion. The motion passed unanimously.

RECONVENE TO REGULAR SESSION

The meeting reconvened to regular session at 8:44 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:44 p.m.

Pam Pruitt, Mayor

Peggy Lauerman, City Clerk

May 9, 2017 REGULAR COUNCIL MEETING MINUTES



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May 9, 2017 REGULAR COUNCIL MEETING MINUTES

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
		CLOSED				
9	10	11	12	13	14	15
		Council				
16	17	18	19	20	21	22
23	24	25	26	27	28	29
		Council				

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

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: May 18, 2017

June 6, 2017

(Agenda Summary due May 23)

- Milestone Presentation: Kyle, Gina, Sarah
- Snohomish County Tourism Bureau Annual Report
- Landscape Contract
- Update: Website Redesign Project
- Youth Advisory Board Recognition
- Legislative Update: Operating Impacts

June 13, 2017

(Agenda Summary due May 30)

- Health District Introduction of Interim Administrator
- Traffic Calming Manual
- Public Safety Presentation:
 - Traffic Unit Year in Review

June 27, 2017

(Agenda Summary due June 13)

- Presentation: Pianos on Main
- North Pointe Park Construction Contract
- North Pointe Park name recommendation
- Work Session:
 - Code Revision – Repeal of Board of Appeals/Adjustment
 - Code Revision – Art & Beautification Board
 - Code Revision – Parks & Rec Board
 - Body Camera Pilot Project

July 11, 2017

(Agenda Summary due 6/27)

- Presentation: Code Enforcement Updates
- Work Session: Draft City Code & Policy – Public Records Act Compliance

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 19, 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>HB1113 (Finance & Admin)</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>HB1123 & SB5251 (Comms & Marketing)</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. Effective 7/23/2017.</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. Governor signed into law 4/27. Effective 7/23/2017.</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. Governor Signed into law 5/16. Effective 7/23/2017.</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. Governor signed into law 5/16. Effective date 7/23/2017.</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. Governor signed into law 5/16. Effective date 7/23/2017.</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. Governor Signed into law 5/5. Effective Date 7/23/2017.</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>SB5472 (Finance & Admin)</u></p> <ul style="list-style-type: none"> Requires more ballot drop boxes to be installed. Requires at least one ballot drop box for every 15,000 registered voters in a county, and a minimum of one box in each city. This is an unfunded mandate. 	<p>Passed in the Senate. Passed in the House. Signed into law by the Governor. Governor signed into law. Effective date 7/23/2017.</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 	<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. Members had originally planned to be back in Olympia during the week of May 15, but that apparently has been canceled because there's nothing new for them to consider or vote on.</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>

<p>for the Housing Trust Fund.</p> <ul style="list-style-type: none">• \$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.		
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Legislative Analysis: Substitute Senate Bill 5046

Brief Summary of Substitute Senate Bill 5046

Substitute Senate Bill 5046 requires local emergency management organizations to provide public notices regarding public health, safety and welfare in languages other than English. Specifically, it requires notifications in other languages for each *"limited English proficiency language group that constitutes five percent or one thousand residents, whichever is less..."*

Discussion

The bill requires state agencies to provide copies of their communications plans to certain legislative committees. There is no requirement that local emergency management organizations do the same, but there is language that requires the local groups provide this information to the Washington Military Department. For Mill Creek, we contract with Snohomish County Department of Emergency Management (DEM). That organization will report to the Military Department and, in all likelihood, we will be lumped in with DEM. The Director of Snohomish County DEM is not available to discuss this issue until after May 22.

In determining "significant population segments," the bill identifies that the Office of Financial Management data shall be the resource for this determination. The Senior Forecast Analyst with the Office of Financial Management advised the City that when their agency was consulted by the legislature regarding this bill, their stated assumption was that they would only be producing this data at the county level. This data is not, and will not, be available for individual cities. This would also seem to indicate again that this bill will be administered by the DEM as our *"...joint local organization for emergency management,"* but the legislation is not clear.

Status

Signed by Governor Inslee into law on May 16.

Effective Date

July 23, 2017.

Operational Impact on the City

The operational impact to the City is unknown, regarding both funding and application.

First, in terms of funding, Section 6 of the statute reads *"If specific funding for the purposes of this act, referencing this act by bill or chapter number, is not provided by June 30, 2017, in the omnibus appropriations act, this act is null and void."* This seems to indicate that funding will be available should the bill be enacted. It is unclear, however, on how funding may or will be distributed and whether or not Mill Creek or Snohomish County DEM will receive such funding. While the piece about funding seems to be satisfied, it addresses staffing at the OFM and money for the Military Department. Nothing is shown about funding for local

government, but the Military Department gets over \$300k, so some of that may be earmarked for local governments.

Regarding application of this statute to City of Mill Creek emergency communications, the impact also is unknown as we do not currently have data about specific non-English speaking groups comprising at least 5 percent or 1,000 individuals. City staff has some proficiency in other languages and could help with translation services. If we do meet the non-English speaking levels, translation services of emergency notifications could be costly and/or result in delays in communications.

However, with significant unknowns in both areas, the City is unable to identify the full operational impact.

Any Anticipated Costs

Unknown.

Conclusion

The intent of the Act is admirable, but the specifics are still unclear. Additional information will be provided as it comes in.



Legislative Analysis: Senate Bill 5674

Brief Summary of Senate Bill 5674

SB 5674 changes state law to provide the option for the City Council to delegate final plat approval to an established planning commission or agency or other administrative personnel. In the case of Mill Creek, the most appropriate choice to delegate this authority to is the City Manager.

Background

Subdivisions—Preliminary and Final Plats

Subdivisions are the divisions or redivisions of land into five or more lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.

A *preliminary plat* is an approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and other elements of a subdivision. It is the basis for the approval or disapproval of the general layout of a subdivision.

A *final plat* is the final drawing of the subdivision and dedication prepared for recording with the county auditor and containing all elements and requirements set forth in state statutes and local regulations. Once filed, individual lots are created, which can be sold and developed.

Subdivision Review and Approval in the City of Mill Creek

There is a two-step process for the approval of subdivisions: (1) approval of the preliminary plat; (2) and approval of the final plat.

In the City of Mill Creek, *preliminary plats* are reviewed by the City's Hearing Examiner at a public hearing to ensure conformance of the proposed subdivision to the City's relevant development regulations. Within 10 business days following the public hearing, the Hearing Examiner issues a written, binding decision that includes findings that the subdivision meets the City's regulations and includes conditions that must be met for that approval. Once the developer meets the conditions of the approval, such as the installation of utilities, roads, payment of mitigation fees, etc., the developer is eligible to apply for a *final plat*.

State law requires that final plats be reviewed by the legislative body. In Mill Creek, the legislative body is the City Council. If the City Council finds that a final plat conforms to all terms of the preliminary plat approval and all other applicable laws, the City Council must approve and authorize the Mayor to execute written approval on the face of the plat. A county auditor must refuse to accept any plat for filing until the City Council has approved the plat.

Status

Signed into law by Governor Inslee on April 27, 2017.

Effective Date

July 23, 2017.

Operational Impact on the City

Delegating final plat authority to the City Manager would provide efficiencies in the approval process and provide improved customer service. The existing process, where the City Council must approve the final plat, adds two or three weeks to the process, since the preparation of packet materials are required and the Council meets a limited number of times per month. Also, the City Council has a very limited scope in the review of the final plat (i.e., *Has the applicant met the conditions of the preliminary plat approval?*). There is no opportunity for the City to re-evaluate the merits of the preliminary plat approval. Since the review of the final plat is a technical exercise, the City Council already relies on the staff to perform the assessment and make a recommendation.

To implement SB 5674 several amendments to the Mill Creek Municipal Code are required. The amendments would remove the authority to approve final plats from the City Council and grant it to the City Manager. This process is already in place for the approval of final short plats (similar to a preliminary plat, except that it is limited to subdividing property into four lots or less). The estimated timeframe for preparing the code amendments and having them ready for Council review would take two to three months. Given that the legislation is not effective until July 23, 2017, the City could be ready to implement a new final plat approval process on or near the effective date.

Any Anticipated Costs

Unknown.

Conclusion

The purpose of the legislation is to provide efficiencies in the processing of final plat approvals, and we support this legislation.



Legislative Analysis: Engrossed House Bill 2005

Brief Summary of EHB 2005

Engrossed House Bill 2005 requires cities to partner with the state's business licensing system in the next five years, if funding is appropriated. The timeline is phased in over 10 years if funding is not provided. The bill provides an exemption for cities to choose FileLocal as an alternative for business license administration through 2020. It also allows the Department of Revenue to grant up to a three-year delay for a city based on a fiscal or technical hardship. The bill requires cities to develop and implement a model licensing ordinance by January 1, 2019.

Background

The intent of the bill is to simplify business regulation requirements. During the negotiations, both the cities and business community determined that a "one-stop shop" model for obtaining a license and renewing licenses makes sense. It is anticipated that a centralized system to issue business licenses will increase compliance, get more businesses registered, and will result in significant time savings for small businesses. Local jurisdictions will also benefit from significant time savings when the state assumes processing of local business licenses.

Status

Signed into law by Governor Inslee on May 5.

Effective Date

July 23, 2017.

Analysis

The City of Mill Creek, like many cities in the state, issues business licenses for all business that do work in the City. This includes commercial and home businesses with a Mill Creek address, as well as businesses that are based outside the City but have jobs in the City (e.g., a builder doing a remodel to a home in Mill Creek).

The amount of staff time that it takes to issue business licenses is substantial, especially in the first quarter of the year. This includes notifying the existing businesses of the need to renew their licenses and processing the business license renewals.

Because of the amount of time and effort expended by the City in processing and issuing business licenses, the City has already explored the possibility of utilizing the state to collect and issue the license as now required in EHB 2005. Prior to the current legislative session, the state was not accepting new clients because they did not yet have the resources. The passage of EHB 2005 mandates that this transition occur over

the next five or 10 years, depending on whether funds are allocated to the Department of Revenue to implement the business licensing system.

The cost associated with transitioning to the state system to issue city business licenses is unknown at this time. The state will likely require a fee for the service.

Conclusion

The City will be required to transition to the state for issuing business licenses. The Association of Washington Cities is in the process of preparing further information on implementation of the bill's provisions, which the City is monitoring. The City will update its work plans as information on the steps for implementation become available.



Legislative Analysis: House Bill 1490

Brief Summary of House Bill 1490

House Bill 1490 requires the Washington State Department of Transportation, in consultation with cities, towns, and the Washington State Transportation Commission, to review existing pavement preservation rating reporting requirements and recommend to the Legislature whether a repeal of the pavement preservation rating report (as stipulated in RCW 46.68.113) is warranted. The report is due by December 1, 2017.

Background

Roadway preservation is the periodic replacement or restoration of highway system components to renew service life. Examples of preservation work include repaving highways before surface wear and tear lead to subsurface deterioration, painting bridges, replacing bridge deck pavement and replacing deteriorated culverts. A preservation rating report provides information on the condition of various assets, typically using a rating system to categorize the different asset conditions (i.e., excellent, good, fair, poor, very poor). Currently, there is no standard metric across state and local agencies to define asset conditions.

In 2003, finding that the state's investment in its transportation infrastructure represented public assets worth over \$100 billion but that many of these facilities were in poor condition, the Legislature adopted Senate Bill 5248 (SB 5248), intended to create stronger accountability to ensure that cost-effective maintenance and preservation is provided for transportation facilities. Among other mandates, for the 2003-2005 biennium, SB 5248 required cities and towns to provide to the Washington State Transportation Commission (Transportation Commission) preservation rating information on at least 70 percent of the total city and town arterial network. After the 2003-2005 biennium, the preservation rating reporting requirement increased at a rate of 5 percent per biennium. In 2011, House Bill 1748 pushed out the reporting requirement until the 2013-2015 biennium and capped the rating reporting requirement at 80 percent. Subsequently, the 2013-2015 Biennial Transportation Budget, Engrossed Substitute Senate Bill 5024 (704) exempted cities and towns from reporting during that biennium.

When this report has been required historically, there have been no uniform data standards put in place. As a result, the data have not been comparable from city to city. In addition, the Department of Transportation has confirmed this report no longer is of use to them.

Status

Signed into law by Governor Inslee on April 27.

Effective Date

July 23, 2017

Operational Impact on the City

The repeal of the current statute would result in some savings to the City, since it would no longer need to spend money on a pavement condition study or report.

Any Anticipated Costs

None.

Conclusion

City data differs across the state, and there is no funding to help pay for carrying out the reporting requirements. Additionally, the current data provided is comparing apples to oranges due to data consistency issues from one City to another City. Approval of this bill benefits the City in terms of cost savings.