

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. 2017-822

Next Resolution No. 2017-571

**November 7, 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. Snohomish County Health District Update
(Dr. Mark Beatty and Jeff Ketchel)
- C. Veterans Day Events
(Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA

- D. City Council Meeting Minutes of October 3, 2017

E. City Council Meeting Minutes of October 10, 2017

REPORTS

F. Mayor/Council

G. City Manager

- Senior Center Focus Group
- Halloween Trunk or Treat
- Briefing on Proposed CPP
- Council Planning Schedule

AUDIENCE COMMUNICATION

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

ADJOURNMENT



A Healthy Future

City of Mill Creek and Snohomish Health District

City Council Presentation



November 7, 2017

Working Together for Mill Creek



Simpler



Safer



Healthier

A Year in Transition

- ✓ Rucker Building
- ✓ Leadership Changes
- ✓ Opioid Epidemic Response
- ✓ Merger with Snohomish County Exploration
- ✓ Modernization and Sustainability

FOCUS: Opioid Epidemic

Yesterday



Supporting Syringe Exchange and Access to Naloxone



Adopted a New Secure Medicine Return Ordinance



Building Healthy, Resilient Families

FOCUS: Opioid Epidemic

Today

Treatment/Recovery

- Naloxone Kit Availability
- Increased Access to Treatment
- Group Support/Education

Prevention

- Healthy Starts
- Trauma-Informed Care
- Curriculum in Schools
- Social Marketing

Response

- Notifiable Condition Follow-up
- Syringe Exchange
- Needle Clean-Up
- Data Evaluation

FOCUS: Opioid Epidemic

Tomorrow

Treatment/Recovery

- Naloxone Kit Availability
- Treatment on Demand
- Group Education
- Addicted and Pregnant

Prevention

- Healthy Starts
- Trauma-Informed Care
- Resource Portal
- Social Marketing
- Focus on Prescriptions
- Medicine Return
- Safe Storage

Response

- Notifiable Condition
- Syringe Exchange X2
- Needle Clean-Up
- New Data
- Exposure Response
- Nuisance Properties

SC/SHD Merger Analysis

- Bureaucracy
- Public Health Focus
- Politicization
- Competition for Funding
- Cost of Providing Services

Modernization

- Response to Ruckelshaus Center Assessment
- Innovation
- Public Health Accreditation (PHAB)
- Chief Health Strategist

Chief Health Strategist

- Adopt and adapt strategies to combat the evolving leading causes of illness, injury and premature death
- Identify, analyze and distribute information from new, big, and real time data sources
- Collaborate with a broad array of allies – including those at the neighborhood-level and the non-health sectors – to build healthier and more vital communities
- Replace outdated organizational practices with state-of-the-art business, accountability, and financing systems

Funding Sustainability

- Grants and Contracts
- Fund Balance
- Permits and Fees
- Public Health is Essential and Foundational Public Health Services
- Value and Partnership





**Healthy People.
Healthy Environment.
Healthy Mill Creek.**



Agenda Item # C
Meeting Date: **November 7, 2017**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: VETERANS DAY EVENTS PRESENTATION

PROPOSED MOTION: N/A

KEY FACTS AND INFORMATION SUMMARY:

This year the City is excited to host its third annual Veterans Day celebration. This will be the biggest year to date with many exciting new components added to the normal commemorative ceremony and parade. This year, the City implemented an event theme “Better Together” to focus on the collaborative community approach to honoring our veterans and with the intent of building the biggest and best Veterans Day celebration north of Seattle. Staff began preparing for the events in June, and has developed a robust multifaceted plan to showcase civic pride and engagement.

Veterans Citizen Group

The City launched a Veteran Citizen Group on August 15. This is a group of 15 Mill Creek veterans and community members that now meet regularly to advise City staff on Veterans Day activities. The group provided many useful ideas to staff. Members have volunteered their time to help the City generate new parade participants and connect various groups to the City.

The Veteran Citizen Group helped develop a veteran walk throughout Mill Creek. This will consist of volunteers from the group dressing mannequins borrowed from University Bookstore in vintage military uniforms and displaying them in local storefront windows the week before the annual Veterans Day events. City staff has helped gather participating businesses for this new mini-event. This allows businesses to demonstrate their support and provides a historical education element for the community.

In addition to event-specific advice, this group has been instrumental in developing new ideas to honor veterans for their service. This includes the idea to start a local AMVETS (American Veterans) chapter. AMVETS is a group similar to the American Legion and VFW.

Operation Gratitude Donation Drive

The City of Mill Creek is giving back to U.S. service members and partnering with Operation Gratitude to encourage residents to honor deployed troops and their families waiting at home. Operation Gratitude annually sends 200,000+ care packages filled with food, entertainment, hygiene, and handmade items, plus personal letters of appreciation to Veterans, Wounded Heroes and to individually named U.S. service members deployed overseas and their families waiting at home. The program’s mission is to lift the spirits and meet the evolving needs of the Military and First Responder communities, and provide volunteer opportunities for civilians anywhere in America to express their appreciation to all who serve our nation.

City Council Agenda Summary
Page 2

As part of this national program that seeks to lift the spirits and meet the evolving needs of the military, the City is hosting a collection drive to assemble care packages for service members and wounded warriors. Last year alone, the City gathered nearly 250 pounds in donated items.

Care items have been collected at drop-off locations around Mill Creek over the last month. City staff are now packing the donated items to ship to the Operation Gratitude headquarters in Chatsworth, Calif., by this Friday, November 10. Each box costs \$15 to mail. The City is requesting donations from local non-profits groups to cover the cost of mailing the boxes.

As part of the collection drive, the City's Youth Advisory Board members are creating hundreds of paracord survival bracelets, which will be sent to troops. Each bracelet can be unraveled in an emergency to provide the owner with 7.5 feet of 550 military strength paracord rope, which also has a capacity to hold 550 pounds. With 7.5 feet of rope, an experienced owner can perform many lifesaving techniques that include making a makeshift shelter, hauling heavy objects, creating a harness for extracting an injured person or making a splint.

Another benefit of this collection drive is the City's increased partnership with local schools. Staff met with eight elementary, middle and high school principals from Everett School District to notify them of our Veterans Day Event activities and ask for participation in the parade and/or Operation Gratitude campaign. Three schools provided an Operation Gratitude collection bin at the school during the drive. Cedar Wood Elementary is inviting all students, staff and family members to walk in the parade and sing a song as a community in front of the Master of Ceremonies tent towards the conclusion of the parade. Another outcome from this outreach is that Mill Creek Elementary and the Mill Creek Youth Advisory Board will be working together to provide mentoring opportunities to students for a 6-10 week program. More information will be coming in the next few months about the successes of this new partnership.

Commemorative Ceremony

The Commemorative Ceremony at Veterans Monument has become a great way for the Mill Creek community to honor those who have served in the United States Armed Forces. The event takes place at 9 a.m. on Saturday, November 11, at the Veterans Monument at Library Park (15429 Bothell-Everett Highway, Mill Creek) and will last just over half an hour. The Veterans Monument includes a courtyard of pavers surrounding a flagpole centerpiece with six basalt columns engraved with the names of men and women who served in the armed forces. Native plantings in reds, whites, and blues enhance the natural beauty of the site and monument. The event includes opening remarks from Mayor Pam Pruitt, a letter from Senator Patty Murray, a prayer by Mill Creek Police Chaplain Nick Lewis, South Snohomish County Police Color Guard presenting the colors and Mill Creek Police Veterans raising the Colors. We will also lay a wreath on the monument while a bugler plays Taps. The Mill Creek Chorale will sing the National Anthem and America the Beautiful.

New this year, volunteers will hand out poppies provided by members of VFW Edmonds. We will be seeking donations for the poppies with proceeds going to the local VFWs.

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Parade

The parade has grown each year, starting in 2015 with 12 participating groups. In 2016 the number of groups tripled to 36, and this year we are on track to host over 50 groups with more than 700 individual participants. We anticipate over 5,000 spectators will line the parade route from LA Fitness North Parking Lot (15024 Main St Mill Creek), heading South on Main Street to City Hall North Parking Lot (15720 Main St. Mill Creek). The parade will start at 11 a.m. and will conclude just after noon. There will be two parade participant performance areas so that all spectators along the route have an opportunity to see a performance. The first performance location is at the intersection of 153rd Street SE and Main Street. The Master of Ceremonies tent and second performance location will be located on Main Street between Starbucks and the former Jamba Juice location.

The current parade participant list is below in alphabetical order, with new participating groups in italics:

<i>82nd Airborne Veterans</i>	Fire District 7 – Engine 76 and ladder truck	MC YMCA
<i>American Legion – Bothell</i>	<i>Firestone Auto Care</i>	<i>North Cascade Military Collectors Club</i>
<i>American Legion – Snohomish Motorcycles</i>	1930s Ford Replica Car	<i>North Creek Retirement Community</i>
Boys Scouts of America	Girl Scouts	<i>North Shore HS Key Club</i>
<i>Brookdale Senior Living</i>	Glacier Peak High School Marching Band	<i>North Shore Color Guard</i>
<i>Caliber Home Loans</i>	<i>JHS Cheer Team</i>	<i>Pacific Top Soils</i>
<i>Cats Exotics</i>	<i>JHS Key Club</i>	<i>Reflection Dance Studio</i>
<i>Cedar Wood Elem. Students</i>	<i>Kiwanis Mill Creek</i>	Seattle PD Mounted Patrol
<i>Community Transit Bus and Mascot</i>	<i>Les Schwab Tire Center</i>	SERS
Cub Scouts	Lions Club	<i>Snohomish County Sheriff's Posses Horse Drill Team</i>
Dick's Towing	Mary's Tow Truck	<i>Snohomish County Republican Women Group</i>
Deuce Military Truck	MC Food Bank	USO
<i>Estate Homes Design</i>	MC Preschool	<i>Washington State Patrol</i>
Everett NJROTC Color Guard	MC Police	<i>WMST Auto School</i>
<i>Everett Naval Soloist</i>	<i>MC Rotary</i>	WWII Military Jeeps (6)

Media Outreach

The City's Communications and Marketing staff have ramped up outreach efforts with media outlets in Mill Creek and the surrounding area, as well as with social media, to promote the Veterans Day events and help encourage civic pride. Our three local news outlets have continually run stories gearing up for Veterans Day activities in several of their last issues.

City Council Agenda Summary
Page 4

Staff are continuing to work with reporters to develop new human interest pieces and educate the public on the sacrifices of our Veterans.

We look forward to hosting these events on Saturday, November 11, 2017. More event information is online at: www.cityofmillcreek.com/veteransday.

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:

Veterans Day Events PowerPoint

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, October 3, 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 can be found here: [Part 1](#), [Part 2](#)
Please note that due to technical difficulties, these are only partial recordings.

The agenda packet for this City Council meeting can be found [here](#).

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A.** Carmen Fisher, candidate for Council, addressed the Council regarding concerns over gun violence. Referencing the recent tragedy in Las Vegas, Ms. Fisher encouraged the Council and the community to engage in a dialogue regarding gun violence and gun control.

Kathleen Moylan, Kiwanis New Club Chair, Pacific Northwest District, shared with Council that she is looking forward to starting a new Mill Creek Kiwanis club and that the organization's reception has been overwhelmingly positive.

STUDY SESSION

- B.** Mill Creek Police Department (MCPD) K9 Succession Plan Update

City Manager Rebecca Polizzotto introduced Chief of Police Greg Elwin who guided Council through a presentation of the department's K9 2.0 proposal and implementation plan. Chief Elwin explained the expanded capabilities of the new K9

October 3, 2017 REGULAR COUNCIL MEETING MINUTES

team and stated the team will provide the City with tools to have a strong community-focused public safety program. Sgt. Phillips, Officer Durkee and Officer Lerma were on-hand to answer questions from Council.

C. SNOCOM/SNOPAC Consolidation; Status Update

City Manager Rebecca Polizzotto introduced City Attorney Scott Missall who briefed Council on the latest communication from the participating city attorneys regarding the SNOCOM/SNOPAC consolidation. City Attorney Missall reviewed the revised consolidation documents and stated no further changes are anticipated and that both Boards want to move forward and are set to vote on October 12. Council engaged in discussion and agreed to send a transmittal letter with the (anticipated) approved ILA.

REPORTS

D. Mayor/Council

Mayor Pruitt reported that SERS will be doing a presentation at the December 12 Council meeting.

Mayor Pruitt recommended cancelling the October 24 Council meeting due to the City Manager and part of the Leadership Team being away at conferences. Council agreed.

E. City Manager

City Manager Rebecca Polizzotto reviewed the Council Planning Schedule and recommended cancelling the December 26 Council meeting. Council agreed.

City Manager Rebecca Polizzotto stated there will be a special surprise for Council at the October 10 meeting.

AUDIENCE COMMUNICATION

F. There were no comments from the audience.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 7:36 p.m.

Pam Pruitt, Mayor

Peggy Lauerman, City Clerk

October 3, 2017 REGULAR COUNCIL MEETING MINUTES



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, October 10, 2017

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ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

*Mark Bond, Councilmember
Vince Cavaleri, Councilmember*

Councilmember Michelson made a motion to excuse both Councilmember Bond and Councilmember Cavaleri due to vacation. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

NEW BUSINESS

- B. Appointment to the Art & Beautification Board

City Manager Rebecca Polizzotto stated that this item will be rescheduled for a future meeting.

CONSENT AGENDA

- C. Approval of Checks #57523 through #57647 and ACH Wire Transfers in the Amount of \$421,884.76
(Audit Committee: Mayor Pro Tem Holtzclaw and Councilmember Todd)

October 10, 2017 REGULAR COUNCIL MEETING MINUTES

- D. Payroll and Benefit ACH Payments in the Amount of \$275,898.32
(Audit Committee: Mayor Pro Tem Holtzclaw and Councilmember Todd)
- E. City Council Meeting Minutes of September 26, 2017

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

REPORTS

F. Mayor/Council

Mayor Pruitt reported that she will be attending the AWC Regional Meeting on November 1 and encouraged Councilmembers to attend.

Mayor Pro Tem Holtzclaw reported that he'll be working with the City Manager to schedule time for a briefing on the pending Countywide Planning Policies (CPP) amendments coming through the County on October 11 and to discuss the official position of the Council.

Councilmember Todd reported that he will be attending the EASC Public Officials Reception on October 24.

Councilmember Todd reported that as a member of the Capital Projects Advisory Committee for Everett Public Schools, he attended their kick-off meeting last week.

Mayor Pruitt reported that a supermajority vote of the board will be required for major changes to the SNOCOM/SNOPAC Consolidation ILA and that the City will still include a list of concerns in the transmittal letter.

G. City Manager

- Council Planning Schedule
- Quarterly Financial Report
- ICMA Recognition

City Manager Rebecca Polizzotto reviewed the Council Planning Schedule and noted that she will be adding a Council work session for legislative agenda planning and will be asking an AWC representative to participate in the work session.

City Manager Rebecca Polizzotto recognized Accountant Sandy Kottke for her efforts that are reflected in the Quarterly Financial Reports. City Manager Polizzotto introduced Director of Finance Peggy Lauerman who reviewed the Quarterly Financial Reports.

City Manager Rebecca Polizzotto reported that she will be attending the Annual ICMA Conference in late October where the City of Mill Creek will be featured at the national conference as a great example of innovation and progress. She announced that a video featuring Mill Creek will be unveiled at the conference and will be shared with international audiences over the next year. City Manager Polizzotto introduced Director of Communications and Marketing Joni Kirk and recognized her for work on

October 10, 2017 REGULAR COUNCIL MEETING MINUTES

coordinating the production of the video. Click [here](#) to view the video.

AUDIENCE COMMUNICATION

H. There were no comments from the audience.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 6:57 p.m.

Pam Pruitt, Mayor

Peggy Lauerman, City Clerk

October 10, 2017 REGULAR COUNCIL MEETING MINUTES



Senior Center Focus Group Notes October 24, 2017

First quarterly focus group meeting of the Mill Creek Senior Center.

- *Facilitated by Joni Kirk, City of Mill Creek Communications and Marketing Director*
- *Minutes recorded by Holly Harvey, City of Mill Creek Communications and Marketing Coordinator*

I. Welcome and Purpose

Joni Kirk distributed agendas and started the meeting at 10 a.m. She noted the purpose for the meeting was to share about the new Senior Center, as well as to get thoughts/feedback about things within the City.

II. Introductions

City staff, Northshore staff, volunteers and participants made introductions to the group. There were 31 in attendance.

III. Quarterly Topics

a. New Senior Center

i. Current site plans and amenities

Northshore CEO Brooke Knight gave an introduction to the site plans and features which includes amenities such as a coffee bar, computer lounge. She opened up the floor to questions and concerns.

A senior center member raised concerns about parking. There are 90 non-resident spaces available for parking. Other attendees were also concerned about parking. Kirk and Knight acknowledged that parking may differ than what Senior Center users are used to.

There was also an ongoing discussion of moving a transit stop closer to the building to encourage mass transit and make transportation easier for users.

A question was raised as to whether or not the Senior Center would provide a shuttle from City Hall to the new facility. Brooke noted that Northshore does not have the funds to do so.

Users are also concerned about the lack of a traffic signal at the intersection at the new site and turning left unprotected.

A question was raised about capacity of the meeting room. It appears the meeting room size is comparable to the current Senior Center.

Another attendee asked about building security and the group discussed accessible entrances and security for users and building residents.

ii. Grand opening ideas

1. Date (Thursday, April 12)

2. Time

Attendees agreed that times between 11 a.m. and 2 p.m. would be most convenient for users.

3. Activities for the grand opening

Senior center users brainstormed several ideas for grand opening activities:

- Ribbon cutting ceremony
- Line dancing demonstrations
- Tai Chi demonstrations
- Computer class
- Staging the space for games such as cards
- Tours of other spaces at Vintage that would be available for use by Senior Center members
- Shuttle for transportation
- Parking lot greeter to welcome people in
- Discount of \$5 on membership on the grand opening day

iii. Hours of operation

In general, users are satisfied with the 9 a.m. – 4 p.m. hours the existing Senior Center operates under. There is a suggestion of one day a week, perhaps Wednesday, having extended evening hours for seniors who are still working during the day.

b. Senior Activities

i. Thoughts on activities offered at the senior center

Attendees are happy with current offerings, but are open to new classes. These include having an ethnic lunch or dinner each month, bringing food trucks to the site, and having an opportunity for cultural crafts to be taught, shown and sold.

ii. Outing ideas to attract other seniors to Mill Creek

- Attendees are enthusiastic about walking trails and general nature around Mill Creek. Many trails, such as the North Creek Trail, are wheelchair accessible.
- Birding and natural species tours with a guide or nature docent.
- A suggestion is to have tours of businesses, such as gelato/coffee shops or McMenamins.
- Happy hour at Town Center.
- Another suggestion was to have shopping discounts for seniors.

c. General Mill Creek Feedback

- One attendee would like to see cannabis stores come to Mill Creek to create revenue for the City.

- Another attendee said Mill Creek can do more to make citizens who live in unincorporated areas feel more welcomed. When asked what “welcomed” meant to her, she noted she would like the Mayor to give non-residents a shout-out from time to time.
- They wondered if Arena Sports would have opportunities for seniors, such as a walking track inside the arena. They also wondered if dogs are permitted inside.
- The desire for a farmer’s market was noted. If Mill Creek does this, they wonder about a voucher program for seniors.
- They love art walks and the pet walk.
- They would like a tip brochure for the City and surrounding area on how to get around and things to do.
- One Senior Center member sent a note after the meeting requesting a walking trail by Vintage once the development is complete. The plan would be to have the trail alongside the south side of the properties all the way from Vintage to 44th Avenue SE, where the spine road connects to 44th.

IV. Closing Thoughts

- a. Quarterly focus group: next date of February 6.**
Attendees are interested in attending meetings quarterly.

The meeting is adjourned at 11 a.m.



Recap of Trunk-or-Treat 2017

Event Overview

The Trunk or Treat at City Hall has been offered since 2004. This event features 40-45 decorated cars from volunteers at Canyon Creek Church and the City's Community event sponsors. The City obtains candy donations from Central Market and Fred Meyer. Children go from car to car "trunk or treating." Canned food donations are collected during the event and given to the Mill Creek Community Food Bank.

Building on the previous events, the Trunk or Treat festivities this year truly demonstrated a strong community spirit. It is estimated that more than 6,000 people attended this year's event – an increase over the nearly 5,000 people in 2016. The weather contributed to a good turnout. When the event opened at 6:30 p.m., people began streaming in and continued to do so for more than an hour. Toward the end of the event, the line thinned out a bit, but people were still arriving right up until time of the event closure at 8 p.m. We distributed 2.5 pallets of candy. People of all ages were in attendance, enjoying the fun and festive event. Many people brought canned food donations, which totaled several hundred pounds.

In addition to City staff and Canyon Creek Church, other people were instrumental in helping the event go smoothly. The City's Youth Advisory Board helped set up, ensured candy was flowing, and provided hands-on assistance during the event. Several people who participated in the Citizens Police Academy helped direct foot traffic and answer questions. Community Transit and Snohomish County Fire District 7 supported the event with large vehicles for trunk-or-treating.

Community Feedback

Following the event, the City asked the Mill Creek Community Facebook group for their feedback. Comments included:

- It was great. Love that the street was closed and thanks for the police helping everyone.
- The people were great and the crowd seemed to be having a great time.
- Definitely will go again next year. It's a fun and safe place for the kids.
- Would love to participate next year and give out candy.
- My son had a blast and it was a safe environment for us to enjoy.

Future Thinking

In addition to the positive feedback in person and online, we received a suggestion to provide transportation from McCollum Park to help more people find a place to park and safely arrive at the event. In the spirit of continuous improvement, we will continue seeking ways to refine the event and continue providing a safe and enjoyable community event.

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

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

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

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: November 3, 2017

November 14, 2017

(Agenda Summary due October 31)

- Check Presentation – Run with Heart
- Volunteer Recognition – Mark Johnson (A&B Board)
- A&B Board Appointment
- Presentation: Website Design Update
- CPSM Report – Mill Creek Police Dept.
- Tax Ordinance

November 28, 2017

(Agenda Summary due November 14)

- A&B Board Appointment
- CPSM Presentation
- Work Session
 - Legislative Agenda (Dave Williams/AWC to attend)
 - Fire Contract

December 5, 2017

(Agenda Summary due November 21)

- Naming of new City park
- Update Ordinance 2006-638
- 2017 Budget Adjustments

December 12, 2017

(Agenda Summary due November 28)

- SERS Presentation
- SNOCOM/SNOPAC Consolidation ILA

December 26, 2017 – No Meeting

January 2, 2018

(Agenda Summary due December 19)

- Swearing in Ceremony – Councilmembers
- Presentation: Council-Manager Relations

January 9, 2018

(Agenda Summary due December 27)

- Presentation: Long Term Planning

January 23, 2018

(Agenda Summary due January 9)

- Work Session: Long Term Planning
 - Fiscal Responsibility
 - Community Preservation
 - Civic Pride

Work in Progress – Upcoming Agenda Items

- CIP Work Plan
 - Director Recruitment
 - CIP Financial Policies
 - Budget Calendar
 - Citizen Budget Tool
 - Stormwater Review & Cost Projections
 - Council Work sessions – Long Term Planning
- Fire Contract
- Guild Contract
 - Bargaining Dates Scheduled
- Draft City Code & Policy – Public Records Act Compliance
- Audit
 - Starts November 6
- Budget Amendments
- Web Site Design Project
- Frontier Franchise Agreement
- Personnel Policies and Procedures
 - Job Descriptions Finalized
 - Compensation Analysis Complete
 - ADP Performance Evaluation System being built.
- Public Works Shop Design
- Code Revision – Repeal of Board of Appeals/Adjustment

Possible Work Session Topics for Discussion

- Parking Codes
- Business signs
- MCCA storm water discussions
- Sports Fields
- Repair Issues
- Utility Project Management
- Review of Criminal Justice Costs/Alternatives
- Status update on County's SHR project
- 128th St as an ST3 Station
- Issues re: no parking on sidewalks
- Development Projects in Progress
- Hotel/Motel Theater Tax
- Resort Fees
- Partnerships with Everett School District
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- Council Chambers Configuration



BRIEFING ON PROPOSED COUNTYWIDE PLANNING POLICIES

Background

As required by the Growth Management Act, Countywide Planning Policies (CPPs) have been adopted by the Snohomish County Council. The policies include rules for expanding Urban Growth Areas and population targets for the County's jurisdictions. The Comprehensive Plans of all jurisdictions in Snohomish County must be consistent with the CPPs.

On September 27, 2017, the Snohomish County Council passed Motion 17-320, which referred a proposed amendment to CPP-DP-3 to Snohomish County Tomorrow (SCT) for consultation, consideration, and a recommendation back to the County Council. The proposed amendment would remove the requirement that capacity-neutral land swaps only occur within *the same* urban growth area (UGA). For example, in the Southwest Urban Growth Area (SWUGA), since they are in the same UGA, Everett could reduce their UGA area in the Lowell Larimer Road area and Mill Creek could expand its UGA to the east if the overall population and population capacity do not change. Also, MUGA areas within the SWUGA can be swapped under the current policy. If the proposed CPP amendment is approved, boundary lines in separate, disconnected UGAs (such as the SWUGA and the Granite Falls UGA) could be adjusted to swap population and employment capacity.

The CPP amendment was originally proposed as part of a separate application to amend the Snohomish County Comprehensive Plan to expand the SWUGA east of Mill Creek. The application is from a property owner outside the SWUGA and LDC, Inc.

Amendments to the CPPs require review by Snohomish County Tomorrow (SCT), with final action taken by the County Council. The SCT review process utilizes the Planning Advisory Committee (PAC), which is a subcommittee of the Steering Committee made up of planning directors/managers from the County jurisdictions. The PAC will discuss the proposal and forward a recommendation, including any recommended changes, to the SCT Steering Committee. The Steering Committee is comprised of City and County elected officials (Mayor Pro Tem Brian Holtzclaw represents Mill Creek). The Steering Committee will review the proposal and make a recommendation to the County Council.

The PAC will be reviewing the proposed CPP amendment at its November 9th meeting. The Steering Committee is scheduled to review and vote on a recommendation to the County Council at their meeting on November 29.

Proposed CPP Amendment

The proposed CPP amendment under consideration is as follows:

CPP - DP-3 "Following consultation with the affected city or cities, the County may adjust urban growth areas – defined in this policy as concurrent actions to expand an Urban Growth Area (UGA) in one location while contracting the same a UGA in another location – without resulting in a net increase of population or employment land capacity. Such action may be permitted when consistent with adopted policies..."

- This proposed change would simply remove the words "the same" and add the word "a."

- The policy currently allow swaps within the Southwest Urban Growth Area (SWUGA) as they are all in the same SWUGA. The amendment has no direct impact on MUGAs.
- Unconnected UGAs (for example, Snohomish and Lake Stevens) do not currently have the flexibility to swap capacity.
- Allowing flexibility to swap capacity between separate UGAs could theoretically benefit cities that are willing to make such swaps and could help jurisdictions address rural/urban boundary issues.

Other Related Considerations – Proposed Snohomish County Comprehensive Plan Amendment

Separate from the proposed CPP amendment is an application from property owners and LDC, Inc. to amend the County's Comprehensive Plan to expand the SWUGA. The proposed SWUGA expansion area is just east of the Mill Creek and Bothell MUGAs, near 43rd Avenue SE. (See attachedment). The amendment would potentially swap population capacity from another UGA, such as the Granite Falls UGA, to the SWUGA. Thus, approval of the CPP amendment to allow swaps between UGAs might be necessary for Comprehensive Plan Amendment to be approved.

The request to expand the SWUGA east of the Mill Creek and Bothell MUGAs makes the case that the expansion would address an existing rural/urban land conflict near 43rd Avenue SE. Snohomish County Public Works is now planning a road improvement project to connect 43rd Avenue from Sunset Road on the North to Malty Road on the South. The intent is to make 43rd Avenue a primary alternative for traffic on 35th Avenue. The proposed UGA expansion would result in both sides of 43rd Avenue being designated Urban.

Potential Impact of the Proposed CPP to City of Mill Creek

Approval of the CPP would have no direct impact on the City of Mill Creek. The policy change would apply countywide and does not expand the SWUGA, or result in additional development impacts in the Mill Creek vicinity.

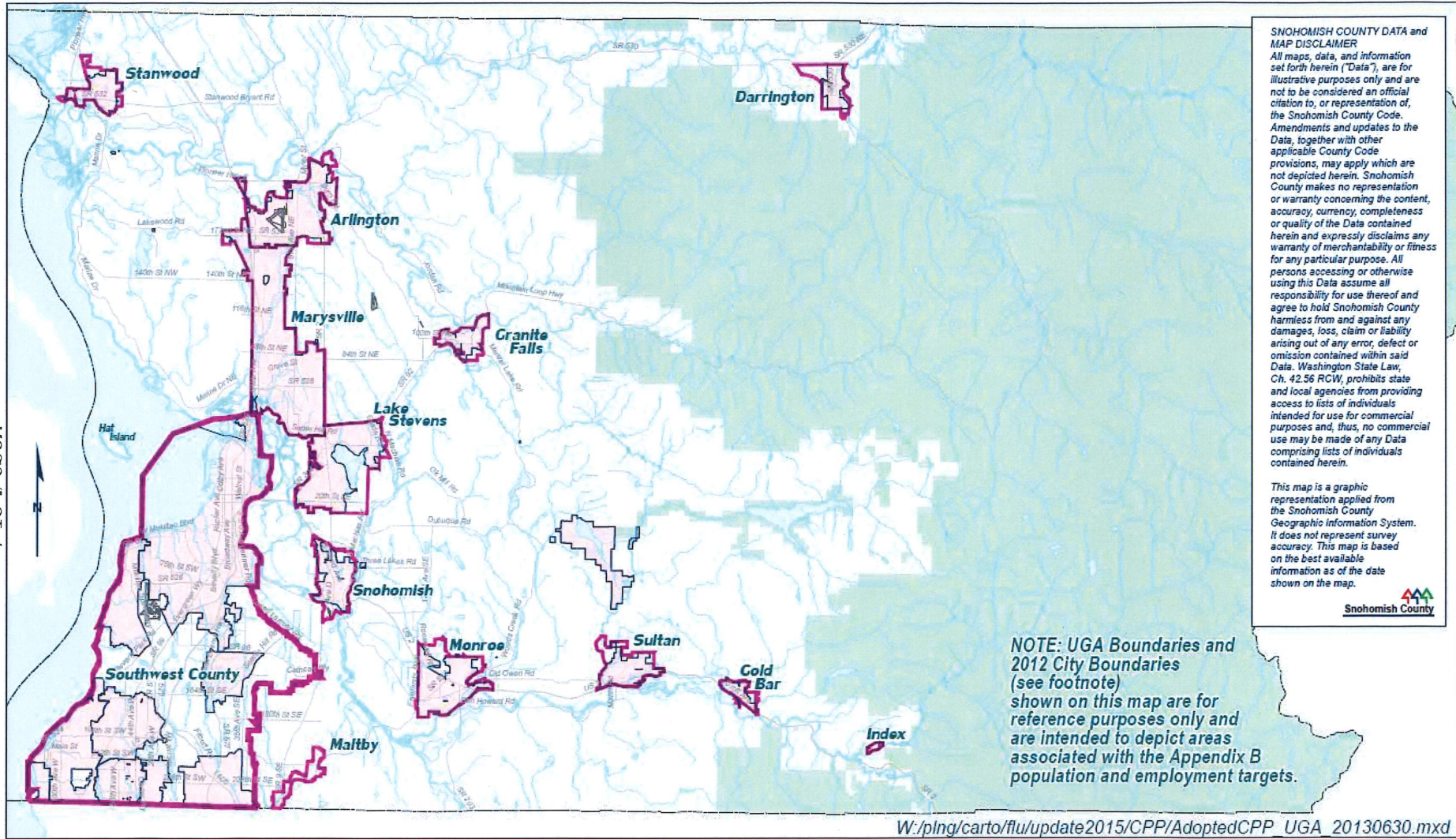
That being said, approval of the CPP could have an indirect on Mill Creek as it could ultimately result in an expansion of the SWUGA just east of Mill Creek. Staff has not reviewed the proposal in detail; but, presumably, if an expanded SWUGA is approved, additional development would occur east of Mill Creek. Additional traffic would utilize the City's road system and residents would utilize the City's park system. If the City of Mill Creek is opposed to any UGA expansion in the vicinity of Mill Creek, one strategy may be to oppose the change to the CPP which would block any UGA expansion that uses capacity outside the SWUGA.

On the other hand, environmental impacts from an expanded SWUGA may be small relative to the whole picture. Increased development near Mill Creek could even provide benefits in the form of increased sales tax from the new residents shopping in Mill Creek and traffic impact mitigation fees paid directly by the developer. It should be noted that there is also potential for a voluntary mitigation agreement with the proponents of the UGA expansion. For example, in 2005, the City negotiated a voluntary agreement with Cam West during Snohomish County's consideration of their proposed UGA expansion south of 180th Street and east of 35th Avenue. The agreement resulted in approximately \$1 million of park mitigation fees being paid to the City to offset impacts to the City's park system.

The proposed CPP amendment was discussed at the October PAC meeting. Some city representatives seemed to be in favor of adding additional flexibility to allow population and employment capacity swaps between UGAs. It should be noted that any proposed UGA changes have to meet many other criteria and are subject to extensive public participation requirement. Approval of the proposed CPP amendment does not approve or endorse any change to an UGA.

ATTACHMENTS:

- Map of current UGA Boundaries
- Selected Countywide Planning Policies addressing UGA Boundaries
- Map of proposed SWUGA expansion



- Southwest Urban Growth Area (SWUGA) Boundary
- Other Urban Growth Area (UGA) Boundary
- County Boundary
- Incorporated City Boundary (As of December 13, 2012)
- National Forest

URBAN GROWTH AREA (UGA) BOUNDARIES
 Appendix A - CPP Snohomish County Effective Date: JUNE 30, 2013

December 13, 2012 city boundaries are shown on this map since city boundaries as of that date were used to develop the Appendix B growth targets for incorporated and unincorporated areas.

Attachment 1

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Attachment 2

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Countywide Planning Policies

- DP-1** The County shall maintain Urban Growth Areas (UGAs), as shown on the map in Appendix A, that:
- a. When aggregated at the time of 10-year updates, shall include additional capacity to accommodate at least 100%, but no more than 115%, of the County's adopted 20-year urban allocated population growth projection;
 - b. Include all cities in Snohomish County;
 - c. Can be supported by an urban level of service consistent with capital facilities plans for public facilities and utilities;
 - d. Are based on the best available data and plans regarding future urban growth including new development, redevelopment, and infill;
 - e. Have identifiable physical boundaries such as natural features, roads, or special purpose district boundaries when feasible;
 - f. Do not include designated agricultural or forest land unless the city or County has enacted a program authorizing transfer or purchase of development rights;
 - g. Have been evaluated for the presence of critical areas;
 - h. Where possible, include designated greenbelts or open space within their boundaries and on the periphery of the UGA to provide separation from adjacent urban areas, rural areas, and resource lands;
 - i. Should consider the vision of each jurisdiction regarding the future of their community during the next 20 years;
 - j. Are large enough to ensure an adequate supply of land for an appropriate range of urban land uses to accommodate the planned growth; and
 - k. Support pedestrian, bicycle and transit compatible design.
- DP-2** An expansion of the boundary of an individual Urban Growth Area (UGA) that results in a net increase of residential, commercial or industrial land capacity shall not be permitted unless:
- a. The expansion is supported by a land capacity analysis adopted by the County Council pursuant to RCW 36.70A.110;
 - b. The expansion otherwise complies with the Growth Management Act;
 - c. Any UGA expansion should have the support of affected cities. Prior to issuing a decision on a UGA boundary change, the County shall consult with affected cities and give substantial weight to a city's position on the matter. If the County Council approves an expansion or contraction of a UGA boundary that is not supported by an affected city, it shall include in its findings how the public interest is served by the UGA expansion or contraction despite the objection of an affected city; and
 - d. One of the following conditions is met:
 - 1. The expansion is a result of the most recent buildable lands review and evaluation required by RCW 36.70A.215 and performed per policy GF-7 following the procedures in Appendix E.
 - 2. The expansion is a result of the review of UGAs at least every ten years to accommodate the succeeding twenty years of projected growth, as projected by the State Office of Financial Management, and adopted by the County as the 20-year urban allocated population projection as required by RCW 36.70A.130(3).
 - 3. Both of the following conditions are met for expansion of the boundary of an individual UGA to include additional residential land:
 - (a) Population growth in the UGA (city plus unincorporated UGA) since the start of the twenty-year planning period, equals or exceeds fifty percent of the additional population capacity estimated for the UGA at the start of the planning period. Acceptable sources of documentation are the most recent Snohomish County

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- Tomorrow (SCT) Growth Monitoring Report (GMR) or the buildable lands review and evaluation (Buildable Lands Report [BLR]), and
- (b) An updated residential land capacity analysis conducted by city and County staff for the UGA confirms the accuracy of the above finding using more recent residential capacity estimates and assumptions, and any new information presented at public hearings that confirms or revises the conclusions is considered.
4. Both of the following conditions are met for expansion of the boundary of an individual UGA to include additional employment land:
 - (a) Employment growth in the UGA (city plus unincorporated UGA) since the start of the twenty-year planning period, equals or exceeds fifty percent of the additional employment capacity in the UGA at the start of the planning period. Acceptable sources of documentation are the most recent SCT GMR or the buildable lands review and evaluation (BLR), and
 - (b) An updated employment land capacity analysis conducted by city and County staff for the UGA confirms the accuracy of the above finding using more recent employment capacity estimates and assumptions.
 5. The expansion will correct a demonstrated mapping error.¹⁰
 6. Schools (including public, private and parochial), churches, institutions and other community facilities that primarily serve urban populations within the urban growth area in locations where they will promote the local desired growth plans should be located in an urban growth area. In the event that it is demonstrated that no site within the UGA can reasonably or logically accommodate the proposed facilities, urban growth area expansions may take place to allow the development of these facilities provided that the expansion area is adjacent to an existing UGA.
 7. In UGAs where the threshold in Condition 4 has not been reached, the boundary of an individual UGA may be expanded to include additional industrial land if the expansion is based on the criteria contained in RCW 36.70A.365 for the establishment of a major industrial development. This assessment shall be based on a collaborative County and city analysis of large developable industrial site needs in relation to land supply. "Large developable industrial sites" may include land considered vacant, redevelopable, and/or partially-used by the Buildable Lands Program (per GF-7 and Appendix E of these CPPs) and may include one or more large parcels or several small parcels where consolidation is feasible.
 8. The expansion will result in the realization of a significant public benefit as evidenced by Transfer of Development Rights (TDR) to the expansion area from Agriculture or Forest lands designated as TDR sending areas. The expansion area shall not be a designated forest or agricultural land of long-term significance.
 9. The expansion will permanently preserve a substantial land area containing one or more significant natural or cultural feature(s) as open space adjacent to the revised UGA boundary and will provide separation between urban and rural areas. The presence of significant natural or cultural features shall be determined by the respective legislative bodies of the county and the city or cities immediately adjacent to the proposed expansion, and may include, but are not limited to, landforms, rivers, bodies of water, historic properties, archeological resources, unique wildlife habitat, and fish and wildlife conservation areas.
 10. The expansion is a response to a declaration by the County Executive, or the County Council by resolution, of a critical shortage of affordable housing which is incurable in a timely manner by the implementation of reasonable measures or other instrumentality reasonably available to the jurisdiction, and the expansion is reasonably calculated to provide affordable housing.
 11. The expansion will result in the economic development of lands that no longer satisfy the designation criteria for natural resource lands and the lands have been redesignated to an appropriate non-resource land use designation. Provided that expansions are supported by

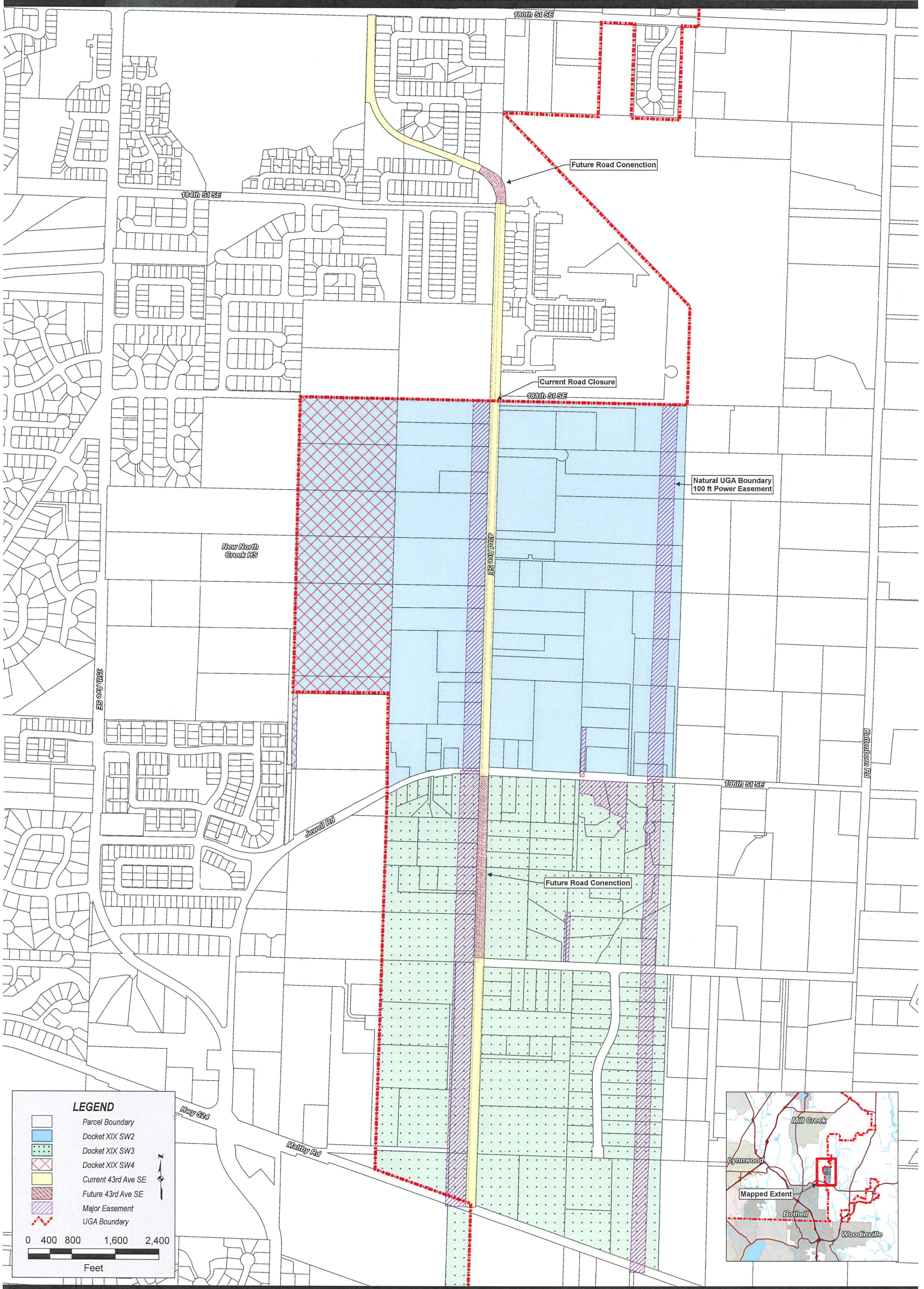
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the majority of the affected cities and towns whose UGA or designated MUGA is being expanded and shall not create a significant increase in total employment capacity (as represented by permanent jobs) of an individual UGA, as reported in the most recent Snohomish County Tomorrow Growth Monitoring Report in the year of expansion.

- DP-3** Following consultation with the affected city or cities, the County may adjust urban growth areas – defined in this policy as concurrent actions to expand an Urban Growth Area (UGA) in one location while contracting the same UGA in another location – without resulting in a net increase of population or employment land capacity. Such action may be permitted when consistent with adopted policies and the following conditions:
 - a. The area being removed from the UGA is not already characterized by urban development, and without active permits that would change it to being urban in character; and
 - b. The land use designation(s) assigned in the area removed from the UGA shall be among the existing rural or resource designations in the comprehensive plan for Snohomish County.
- DP-4** The County and cities shall use consistent land capacity analysis methods as approved by the Snohomish County Tomorrow Steering Committee.

Attachment 3

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LEGEND

- Parcel Boundary
- Docket XIX SW2
- Docket XIX SW3
- Docket XIX SW4
- Current 43rd Ave SE
- Future 43rd Ave SE
- Major Easement
- UGA Boundary

0 400 800 1,600 2,400
Feet

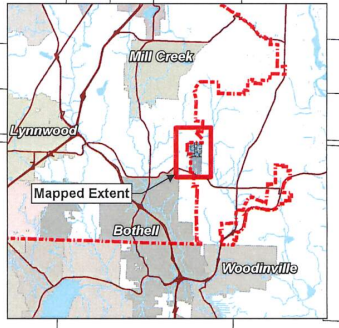


FIGURE:
1.0

PROJECTION: WASHINGTON STATE PLANE, NORTH ZONE, NAD 83 FEET
REVISION:
JOB NUMBER: 16-174
DRAWING NAME: 16-174E001
DESIGNER: J.G.FAULDS
DRAWING BY: J.G.FAULDS
DATE: 03-08-17
SCALE: AS SHOWN
JURISDICTION: SNOHOMISH CO

SOUTHWEST URBAN GROWTH AREA
UGA EXPANSION
FEASIBILITY MAP

LDC
THE CIVIL ENGINEERING GROUP

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Infrastructure
Residential

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Fx. 426.482.2893
www.LDCcorp.com

SOURCE INFORMATION	
SOURCE AGENCY	DESCRIPTION
AERIALS EXPRESS	2012 AERIAL IMAGERY
SNOHOMISH COUNTY RECORDS	EASEMENT LOCATIONS
SNOHOMISH COUNTY GIS	PARCEL BOUNDARY, ROADS, UGA BOUNDARY