

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 14, 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

PUBLIC HEARING

- B. Property & EMS Tax Levy Public Hearing
(*Rebecca C. Polizzotto, City Manager*)

PRESENTATIONS

- C. Proclamation: Parks & Recreation Board Member Mark Johnson
(*Rebecca C. Polizzotto, City Manager*)
- D. Presentation of Check to Colton's Army Guild

(Rebecca C. Polizzotto, City Manager)

NEW BUSINESS

- E. Website Update
(Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA

- F. Approval of Checks #57648 through #57777 and ACH Wire Transfers in the Amount of \$416,977.83
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- G. Approval of Payroll and Benefit ACH Payments in the Amount of \$648,381.48
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)

REPORTS

- H. Mayor/Council
- I. City Manager
 - Council Planning Schedule

AUDIENCE COMMUNICATION

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

ADJOURNMENT



Agenda Item # B
Meeting Date: **November 14, 2017**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: PUBLIC HEARING: 2018 PROPERTY TAX LEVIES

ACTION REQUESTED:

1. MOTION TO ADOPT ORDINANCE NUMBER _____ LEVYING REGULAR PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018.
2. MOTION TO ADOPT ORDINANCE NUMBER _____ LEVYING EMERGENCY MEDICAL SERVICES PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018.

KEY FACTS AND INFORMATION SUMMARY:

The City's current levy is limited to the amount levied in the preceding year plus additional funds for new construction, improvements to property, increases in the value of state assessed property, annexations and refunds.

For 2018, the City's assessed value (AV) increased by **12.7%** to **\$3,717,193,115**. AV for new construction in the City was **\$24,640,200**.

Passage of an ordinance allows the City to increase its highest lawful levy by the *lesser* of 1 percent *or* the rate of inflation as measured by the Implicit Price Deflator (IPD). The inflation rate as of September 25, 2017 was 1.553%, which means the City may increase its property tax levies the full 1% (or bank the capacity) without adopting a separate ordinance of substantial need.

Regular Property Tax Levy

The basis for calculating the City's maximum property tax levy for 2018 begins with the identification of the highest lawful levy from the preceding year. The highest lawful levy for 2017 for Mill Creek was **\$6,219,791.85**. This compares to our actual levy of **\$6,117,408.85**. The difference between these figures is our banked capacity of **\$102,383**.

If the City Council votes to increase its 2018 levy by 1%, the dollar amount of the increase over the 2017 actual levy amount is projected at **\$61,174.09** (excluding new construction and refunds).

The property tax levy rate for 2017 was **1.85509623**. If the City Council votes to increase its 2018 levy by 1%, the levy rate for 2018 will be **1.67714282** – a decrease of **.17795341**. (See attached worksheet).

Emergency Medical Services Levy

The highest lawful levy for the 2017 Mill Creek EMS levy was **\$1,648,811.73** which was also the amount of our actual levy. The City has no banked capacity with respect to its EMS Levy.

If the City Council votes to increase its 2018 EMS levy by 1%, the dollar amount of the increase over the 2017 actual EMS levy amount is projected at **\$16,488.12**.

The EMS levy rate for 2017 was **.50**. If the City Council votes to increase its 2018 levy by 1%, the levy rate for 2018 will be **.45** - a decrease of **.05**. (See attached worksheet).

Supporting Rationale

Being good stewards of public funds is perhaps the single most important role that public administrators and elected officials must demonstrate to the citizens they serve. Thus, recommendations for tax increases are not taken lightly. The following represents the rationale for the City Manager's recommendation:

- The 2017-2018 budget adopted by the City Council included a 1% tax increases in both the 2017 and 2018 taxing years.
- The 2017 Q3 Financial Report did indicate that revenues were ahead of projections to date by \$821,000. However it is important to note:
 - This positive financial news only reflects the first 9 months of the biennium. Financial performance for the remaining 15 months of the biennium is an unknown and management believes it would be premature to alter the budget tax levy assumptions at this point in the biennium.
 - Revenues exceeding projections are largely comprised of one time revenues (building permits and plan check fees) or fluctuating revenues (sales tax and passport fees). Management believes the more prudent course of action is to: (1) use one time revenues for one time expenditures; and (2) remain conservative with respect to forecasting volatile revenue sources such as sales tax revenue and passport fee revenue.
 - The City has experienced increased operating expenses during the 2017-2018 biennium. Just for the expenses list below, the City will incur additional costs totaling \$183,326 for the 2017-2018 biennium. The proposed tax increase only covers approximately 1/3 of those increased costs. Please note the below is just a sampling of cost increases and does not include other cost increases.
 - 2.00% increase per AFSCME Contract (2017) = \$46,790
 - 2.25% increase Per AFSCME Contract (2018) = \$52,531
 - PERS Increase = \$58,155
 - Health Insurance Increases = \$25,850
 - The City will be incurring additional personnel costs in 2018 with the addition of the Deputy Chief of Police and the potential need for additional administrative support in the police department.

- o Guild negotiations are underway and the cost impacts of that contract are unknown at this time.

Impact on Single-Family Home Owner:

The impact to an average single-family homeowner depends on both the change in the total tax levied and the change in the City’s total assessed value.

To calculate their property tax bill, the tax payer takes the assessed value divided by \$1,000 times the levy rate:

Formula:

Individual Assessed Value/\$1,000

$$\frac{X \quad \text{Levy Rate}}{=} \quad \text{Property Tax Bill}$$

Example (2017):

\$400,000/\$1,000

$$\frac{X \quad 1.85509623 \text{ (2017 City of Mill Creek Property Tax Levy Rate)}}{=} \quad \$742.04$$

Example (2018 Proposed)

If the Council were to approve the proposed 1% property tax increase for 2018, the calculation would be:

\$400,000/\$1,000

$$\frac{X \quad 1.67714282 \text{ (2018 Proposed City of Mill Creek Property Tax Levy Rate)}}{=} \quad \$670.86$$

As the above calculations demonstrate, the proposed 2018 levy rate is actually less than the 2017 levy rate. Thus, the actual increase/decrease for a specific home is dependent upon the change in AV for each individual property (e.g., if the City raises tax revenues by 1%, an individual homeowner’s tax bill may change by more or less than the 1% depending on their property’s change in assessed value). **NOTE: The property tax levy and EMS levy are combined on the actual tax bill.**

CITY MANAGER RECOMMENDATION: Under Washington law, the City’s allowable annual increase in its property tax levy amount is limited to 1% which equates to approximately \$61,000 for the regular tax levy and approximately \$16,000 for the EMS levy. This limitation makes it extremely difficult for the City to keep up with inflation and personnel cost increases. Indeed, as stated above, the rate of inflation, as of September 25, 2017, was 1.553%.

The City Manager recommends the Council adopt a 1% regular property tax levy increase and a 1% EMS levy increase, in accordance with the adopted budget, to help offset the operating cost increases such as those identified above. Adoption of these levy rate increases will also maintain the compounding effect of such increases. The City Manager is not recommending using any of the City's existing banked capacity.

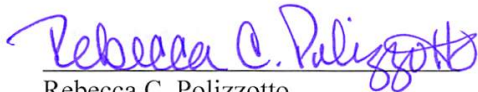
If the Council chooses to not adopt the levy increases, the City will be required to divert one time revenues away from CIP projects, and other one time related expenses, and instead use those funds to pay for increased operating expenses.

Putting off tax increases now merely compounds the negative impacts of inflation and requires future City Councils to implement larger tax increases such as the 3% increase necessitated in 2015.

ATTACHMENTS:

- Regular Property Tax Levy Ordinance
- EMS Property Tax Levy Ordinance

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager

City of Mill Creek
 2018 Property/EMS Tax - Agenda item support
 11/07/2017

Regular

	AV	AV %Increase	AV Per 1000	Levy Amount	Rate
2017	3,297,623,462		3,297,623	6,117,408.85	1.85509623
2018(Prelim values)	3,717,193,115		3,717,193	6,234,263.73	1.67714282 *
	<u>419,569,653</u>	12.7%	<u>419,570</u>	<u>116,854.88</u>	<u>-0.17795341</u>

2017 LevyAmounts	6,117,408.85			
Increase 1%	61,174.09			
New Construction	45,709.94			
Refunds	9,970.85			
New Levy amount	<u>6,234,263.73</u>			

} 116,854.88 a

EMS

	AV	AV %Increase	AV Per 1000	Levy Amount	Rate
2017	3,297,623,462		3,297,623	1,648,811.73	0.50000000
2018(Prelim values)	3,717,193,115		3,717,193	1,680,203.94	0.45200878 *
	<u>419,569,653</u>	12.7%	<u>419,570</u>	<u>31,392.21</u>	<u>-0.04799122</u>

2017 Levy Amounts	1,648,811.73			
Increase 1%	16,488.12			
New Construction	12,320.10			
Refunds	2,583.99			
New Levy amount	<u>1,680,203.94</u>			

} 31,392.21 b

*Imputed

ORDINANCE NO. 2017 - ____

AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING REGULAR PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018.

WHEREAS, the City’s actual regular levy in 2017 was \$6,117,409 and the City’s population is more than 10,000; and

WHEREAS, the City Council of the City of Mill Creek has properly given notice of and held a public hearing pursuant to RCW 84.55.120 on November 14, 2017, regarding the establishment of the City’s regular property tax levy for 2018; and

WHEREAS, the City Council of the City of Mill Creek, after such hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Mill Creek requires a regular levy in the amount of \$6,178,583 which includes a one percent (1%) increase in regular property tax revenue from the previous year and additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, and any annexations that have occurred or refunds made in order to discharge the expected expenses and obligations of the City of Mill Creek.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. In accordance with the requirements of law, including RCW 84.55.010, an increase in the regular property tax levy is hereby authorized for the 2018 levy in the amount of \$61,174 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state-assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made.

Section 2. A summary of this ordinance, consisting of its title, shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication but no later than January 1, 2018.

Passed in open meeting this 14th day of November, 2017 by a vote of ____ for,
____ against, and ____ abstaining.

APPROVED:

PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

PEGGY LAUERMAN, CITY CLERK

APPROVED AS TO FORM:

SCOTT MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: _____

PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

ORDINANCE NO. _____

ORDINANCE NO. 2017-____

AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING EMERGENCY MEDICAL SERVICES PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2018.

WHEREAS, the City's actual Emergency Medical Services (EMS) property tax levy in 2017 was \$1,648,812 and the City's population is more than 10,000; and

WHEREAS, the City Council of the City of Mill Creek has properly given notice of and held a public hearing pursuant to RCW 84.55.120 on November 14, 2017, regarding the establishment of the City's EMS property tax levy for 2018; and

WHEREAS, the City Council of the City of Mill Creek, after such hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Mill Creek requires an EMS levy in the amount of \$1,665,300 which includes a 1% increase in the EMS property tax revenue from the previous year and additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, and any annexations that have occurred or refunds made; and

WHEREAS, the electorate of the City has previously voted to tax themselves for emergency medical services at a rate not to exceed fifty cents per thousand dollars of assessed value.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, ORDAINS AS FOLLOWS:

Section 1. In accordance with the requirements of law, including RCW 84.55.010, an increase in the Emergency Medical Service tax levy is hereby authorized for the 2018 levy in the amount of \$16,488 which is a percentage increase of 1% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state-assessed property, and annexations that have occurred and refunds made.

Section 2. A summary of this ordinance, consisting of its title, shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the

date of publication but no later than January 1, 2018.

Passed in open meeting this 14th day of November, 2017 by a vote of ____ for,
____ against, and ____ abstaining.

APPROVED:

PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

PEGGY LAUERMAN, CITY CLERK

APPROVED AS TO FORM:

SCOTT MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: _____

PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

ORDINANCE NO. _____

Proclamation

WHEREAS, Mark Johnson served on the City of Mill Creek’s Parks and Recreation Board from November 5, 2014, through October 31, 2017; and

WHEREAS, during his time on the Parks and Recreation Board he was a strong asset in helping to open Buffalo Park, participating in the 2015 parks open house and assisting with many park tours; and

WHEREAS, he designed the preliminary plans for Cougar Park Phase II to include clearing brush and making pathways through the vacant property; and

WHEREAS, he supplied expertise and computer design skills to facilitate the creation and vision of the natural play park at the new North Pointe Park site; and

WHEREAS, he worked with the contracted design architect and joined the other members of the Parks and Recreation Board and City staff at the two North Pointe Park open house events in the summer of 2016; and

WHEREAS, he helped Mill Creek be a City where everyone works together to foster an exceptional community experience and meet the City’s goals by ensuring public safety, providing recreation opportunities, and ensuring community preservation.

NOW, THEREFORE, I, Pam Pruitt, the Mayor of the City of Mill Creek, on behalf of the City Council do hereby thank you and honor you for your service to our great City, and wish you well in your future endeavors.



Signed this 14th day of November, 2017

Pam Pruitt, Mayor

Attest _____
Peggy Lauerman, City Clerk

Rebecca C. Polizzotto, City Manager



Agenda Item # D
Meeting Date: **November 14, 2017**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: PRESENTATION OF \$4,000 CHECK TO COLTON’S ARMY GUILD

ACTION REQUESTED:
N/A

KEY FACTS AND INFORMATION SUMMARY:

This year, the City of Mill Creek combined the annual Kid’s Fun Run event with Columbia Athletic Club’s Run with the Heart event. By combining the two events the City was able to reach a bigger audience and include adults in the event, and Columbia was able to add youth runs. The City also partnered with Community Transit to co-produce the new joint event that happened on Saturday, September 16, 2017, at McCollum Park. The event featured an 8K, 5K, Kid's 1K and Toddler Dash. All of the registration fees and sponsorship funds raised between the event partners covered event-related expenses and the profit will be donated to two local non-profit organizations: the Ironheart Foundation and Colton's Army Guild. A total of \$6,299.50 will be donated to these organizations: Colton’s Army Guild will receive \$4,000 and the Ironheart Foundation will receive \$2,299.50.

Colton's Army is a movement of supporters who love a 15-year old hero who has been called to battle cancer (Acute Lymphoblastic Leukemia) five times in the past seven years. Through this journey, Colton has endured two bone marrow transplants, a stem cell transplant and one revolutionary t-cell therapy trial to beat cancer. Colton wanted to create something, which led to the creation of the Colton’s Army Guild.

Colton's Army Guild was founded in 2016 and will support Seattle Children's Hospital uncompensated care and the cutting-edge immunotherapy cancer research "Strong Against Cancer." Colton's Army Guild is a non-profit with funds directly impacting the medical care of children and accelerating the pace of the necessary research to find a cure to childhood cancer.

The Ironheart Foundation uses physical movement and sport to transform, empower and positively impact lives that have been affected by heart disease. Their goal is to create a global cardiac community to support cardiac patients and families to encourage an active lifestyle. By encouraging and promoting the Ironheart Community to be active and heart-healthy, they hope to reduce the number one cause of death in both men and women: heart disease.

Check Presentation: The City of Mill Creek with Bobby Sorensen from Columbia Athletic Club will present a check of \$4,000 to Colton’s Army Guild.

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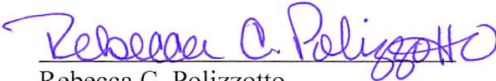
CITY MANAGER RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager



Agenda Item # E
 Meeting Date: **November 14, 2017**

CITY COUNCIL AGENDA SUMMARY
 City of Mill Creek, Washington

AGENDA ITEM: WEBSITE UPDATE

PROPOSED MOTION:
 N/A

KEY FACTS AND INFORMATION SUMMARY:

Earlier this year, the decision was made to develop a new website. The recommendation to use the vendor CivicLive was based on the platform’s design, the capabilities of its citizen request management functionality, special features that are available, social media and third-party application integration capabilities, ability to fulfill accessibility requirements, tourism features, technology and implementation details, and cost.

Work on the new website has been moving forward steadily toward a launch date of mid-December 2017. The new website will include a tourism sub-site, which was funded with a grant from Snohomish County’s Lodging Tax Advisory Committee.

The City’s web team includes the Director of Communications and Marketing, Information Technology Manager, Recreation and Tourism Manager and the City Manager’s Executive Assistant. The team provides a broad spectrum of perspectives based on functional work, as well as interaction with different web audiences.

Work this summer included mapping our current site and developing the information architecture (the organization and structure) for the new site. To prepare for this, City staff cleaned up numerous pages, documents and links on the existing site, including reorganizing content to align with the goal of allowing users to find desired content within three clicks. In addition, we used an analytical tool to identify top-accessed pages, content flow issues and other data to help shape the new site.

Entries and Exits		<i>Top Pages Currently Accessed</i>	
A page-centric view of source rate, entry rates, exit rates, and external links			
Title URL	Views		
	URL Path	Views	% of total @
Mill Creek WA	26,859		55.7%
http://www.cityofmillcreek.com			
Mill Creek WA - Official Website - Passports	6,781		12.6%
http://cityofmillcreek.com/index.aspx?ID=212			
Mill Creek WA	5,007		10.7%
http://www.cityofmillcreek.com/recreation			
Mill Creek WA - Official Website	3,622		7.7%
http://www.cityofmillcreek.com/2016.aspx			
Mill Creek WA - Official Website - Passports	3,601		7.6%
http://www.cityofmillcreek.com/index.aspx?ID=212			
Mill Creek WA - Official Website	3,141		6.7%
http://cityofmillcreek.com			
Mill Creek WA - Official Website	2,900		6.2%
http://www.cityofmillcreek.com/2016.aspx?MenuID=1015&Form=WebCommunityIndex+P+web&root=1016-opportunities-11			
Mill Creek WA - Official Website	2,729		5.8%
http://www.cityofmillcreek.com/index.aspx?ID=156			
Mill Creek WA	2,275		4.9%
http://www.cityofmillcreek.com/CalendarHome/EventEntry.vent?ID=404			

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The screenshot displays a 'Behavior Maps' interface for the Mill Creek Washington website. At the top, it shows 'Maps detailing your visitor's interactions with your pages. This page has 33,222 page views and 5,158 interactions.' Below this are navigation options for 'Overlay' (Light, Dark, None) and 'Desktop' (Office view). A legend for 'Heat Map', 'Scroll Map', 'Click Map', and 'Segmentation Map' is visible, along with a color scale from black to yellow. A note says 'Please click one or more interaction points below to view more details.' The main area shows a heatmap overlaid on a screenshot of the city hall website. The heatmap uses a color gradient to indicate interaction density, with the most intense colors (red and orange) appearing on the 'City Hall Department' link, the 'News & Updates' section, and the 'Events Calendar' section. Other sections like 'Parks & Rec', 'Passports', 'Documents', and 'Employment' show lower interaction levels (yellow and green).

The website's behavior map helped us identify, page by page, where people were clicking and what they were not clicking. This information has helped us make decisions pertaining to the flow and placement of information.

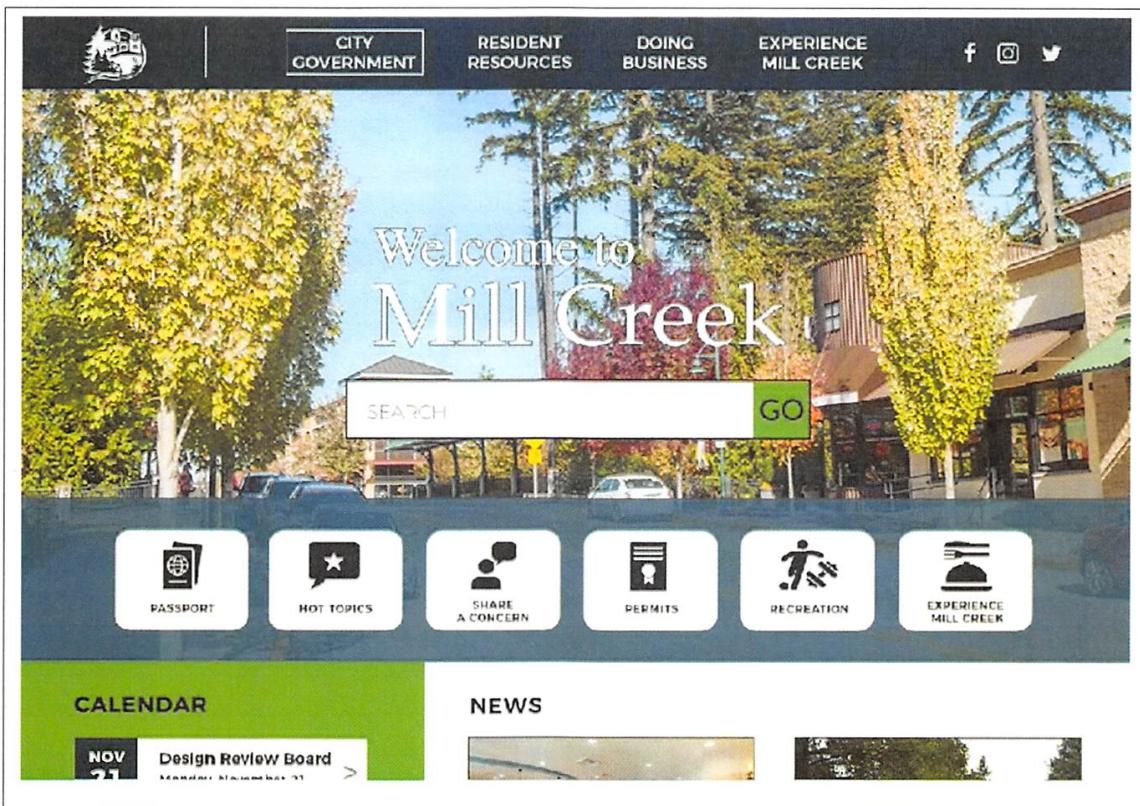
Once the information architecture was developed, the vendor began migrating all content to the new platform. That process was completed in mid-October. To ensure content is in place when the new site goes live, any modifications to the current site are now being tracked and will be cross-checked during the cut-over period that begins next week.

The main page design was finalized the third week of October, and work is underway to finalize the design of sub-pages and the tourism sub-site. As page design is finalized, the web team is able to see it live on the new platform to begin making adjustments for usability and aesthetics.

Training on the new platform began this week for our web team. As soon as we complete training with the vendor, we will begin training key staff who will have a role in updating and maintaining the site moving forward. Unlike our current site, the new website is fully editable by staff in an easy-to-use, live-edit format. No confusing back-end editing is required nor do we have to call the web provider to make changes to prominent features. The new website enables

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the City to set different levels of user permissions, so internal controls will be developed for web content development and editing. Capabilities include a version control manager that enables side-by-side comparison of content history, making it easy for administrators to check content history and see what has been changed. It also includes an automatic rollback feature to support any historical version, and makes it easy to switch back to an earlier version. The platform also includes a page “checkout” feature so that administrators cannot overwrite another’s work or accidentally remove important new information.



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Focus Group

A web focus group was formed in September following news and social media requests for participation. The group includes several community members and Councilmember Mike Todd. Meetings have taken place in person and virtually, with the format for each touchpoint shaped by the need to obtain timely feedback as the website comes together. This group will remain intact until the site goes live. The focus group members have provided insight about a number of topics, including:

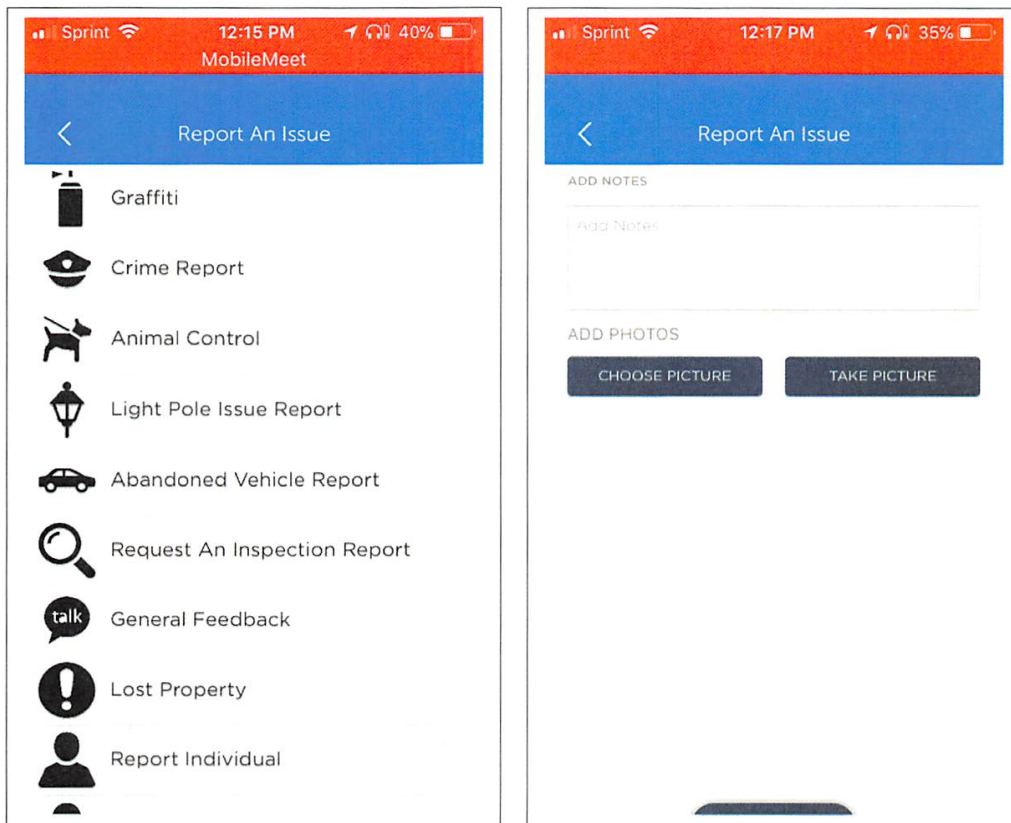
- Wireframe design (the basic framework for the site)
- Menu titles and hot buttons
- Colors and images used for the main site and the tourism sub-site
- Design elements
- Layout options, such as how Council meeting agendas, minutes and audio will be displayed
- Names of features, such as what the citizen response module will be called

Citizen Response Module

One of the most community-centric features is the new citizen response module. With the new platform, this feature is very robust. In the implementation phase, the City would identify its custom work flows for specific types of requests. Messages can be prepopulated for various steps in the workflow, ranging from acknowledgment of receipt to anticipated response times. As needed, the City can easily modify the work flow, including parties that are notified, timelines for response before notifications are sent, and escalation paths.

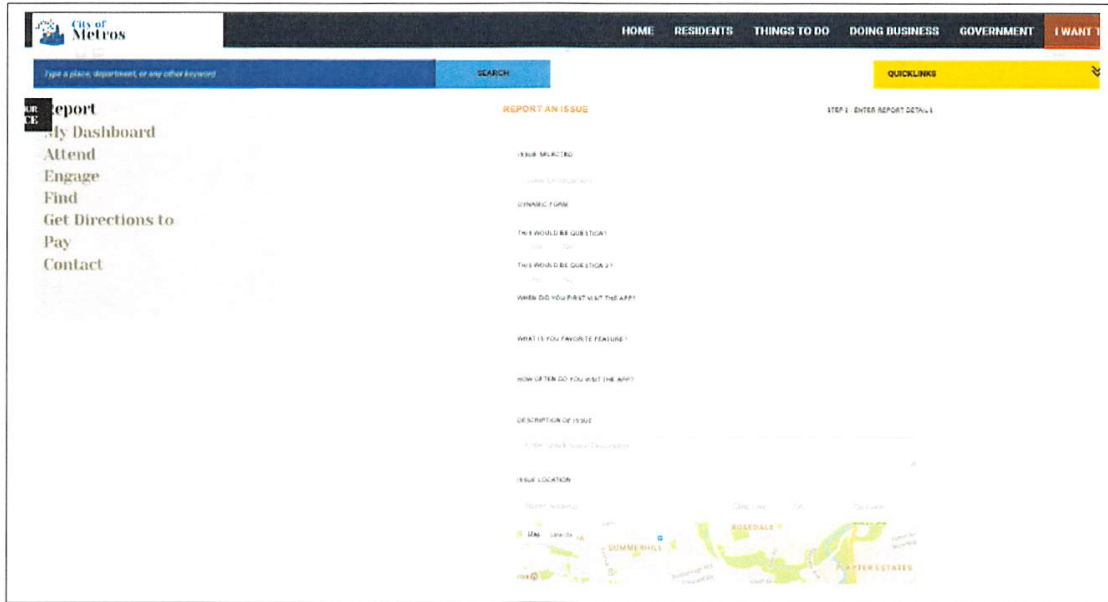
For citizens, the tool is very user friendly. They can utilize a built-in map to identify with a pin-drop a very specific location. If using a mobile device, the module will auto-populate the user's location and ask if it is the place of the issue. Users also can see other requests at the same address or pertaining to the same concern, and see the current status of those related requests.

Further, the functionality for logging citizen requests that come in over the phone allows staff to create a citizen account that would keep the citizen updated on status.



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A master dashboard has reporting functionality that is user friendly and will eliminate what currently is a very manual process. In addition, it has robust analytical reporting mechanisms so the City can track type of issues, response times and other details as needed.



Civic Live LOGOUT

Welcome Gordon Duff

OVERVIEW PUSH NOTIFICATION USERS RESOURCES

Dashboard **18** New **3** Received **4** Assigned **3** Referred **7** Resolved **1** Canceled **36** Total LIST COLUMN

Profile Date Range: 27 Oct 2016 - 27 Oct 2017 Status: Status Report Type: Issue Type Report SubType: All selected Department: Department Staff: Staff

Report An Issue ADVANCE SEARCH Export to CSV

Analytics	#	Status	Open Date	Est. Resolution	Resolved	Type	Assigned Staff	Address
Manage Department	39113	new	10/26/2017	Not Yet Set	--	Graffiti	--	3415, Civic Live San Francisco, 94102
Manage Staff	39032	resolved	10/25/2017	Not Yet Set	10/25/2017	Graffiti	--	The Marina Tralee,
Manage Issue Type	38882	received	10/24/2017	Not Yet Set	--	Graffiti	--	The Marina Tralee,
Submit A Report	38517	assigned	10/18/2017	Not Yet Set	--	Graffiti	--	N86
Settings	38032	new	10/11/2017	Not Yet Set	--	Graffiti	--	201 W Locust St Lodi, 95240
All Reports	37997	new	10/11/2017	Not Yet Set	--	Graffiti	--	1337 S Beckman Rd Lodi, 95240
RAI 2								

City Council Agenda Summary
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Preparation for Launch

As part of the program to build our tourism efforts, we are working with the business community. We have shared about the new website with the Mill Creek Business Association and Mill Creek Town Center Business Association to ensure we're able to cross promote appropriate information and events. Further, a mailing is slated to go out later this week to obtain all tourism-related events for the next couple months to populate on the website prior to launch. In addition, we are requesting permission to take photos, which will allow us to expand marketing capabilities.

A comprehensive communications plan is in development to roll the website out to the community once the new site is live in mid-December.

CITY MANAGER RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Respectfully Submitted:



Rebecca C. Polizzotto
City Manager



Date: November 14, 2017

A/P Check Batches		
Dated	Check Numbers	Amount
10/02/2017	ACH-CPSM	\$2,844.01
10/06/2017	57648	\$5,000.00
10/13/2017	57649-57714	\$262,731.06
10/18/2017	ACH-Union 76 Fleet-Sept	\$3,848.30
10/26/2017	EFT Debit-Dept of Rev.-Sales Tax	\$3,046.86
10/27/2017	57715-57777	\$134,036.35
10/30/2017	Wire-DOR-Leasehold Excise Tax	\$3,385.65
10/31/2017	Wire-DOR-Unclaimed Property	\$2,085.60
Total		\$416,977.83

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 57648 through 57777, and ACH/Wire in the amount of \$416,977.83.

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

Councilmember

Councilmember

Finance Director

City Manager

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

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 09/29/2017
Report Time: 04:39:47 PM

Batch Summary Report by ID Number

Company Name: City of Mill 01 Effective Date: 10/02/2017
 ACH ID: 2911225895 Batch Sequence: 1
 Application Name: CCD Payments and Collections Database Name: CPSM
 Batch Status: Entered Created By: SANKOTTKE
 Released By:

Name	ID	Amount	D/C	Bank ID	Account #	Acct Type	Trace #
CPSM CENTER FOR PUBLIC	CPSM	\$2,844.01	C	052000113	9856252680	C	

	Total Amount in Batch	Total Count in Batch
Debits	\$0.00	0
Credits	\$2,844.01	1
Prenotes	\$0.00	0

	Grand Total Amount	Grand Total Count
Debits	\$0.00	0
Credits	\$2,844.01	1
Prenotes	\$0.00	0

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 10/18/2017
Report Time: 11:55:51 AM


Batch Summary Report by ID Number

Company Name: City of Mill 01 Effective Date: 10/18/2017
 ACH ID: 2911225895 Batch Sequence: 1
 Application Name: CCD Payments and Collections Database Name: 76
 Batch Status: Released Created By: SANKOTTKE
 Released By: SANKOTTKE

Name	ID	Amount	D/C	Bank ID	Account #	Acct Type	Trace #
76 FLEET WEX BANK	0201-00-1059153	\$3,848.30	C	071000288	4539508	C	

	Total Amount in Batch	Total Count in Batch
Debits	\$0.00	0
Credits	\$3,848.30	1
Prenotes	\$0.00	0

	Grand Total Amount	Grand Total Count
Debits	\$0.00	0
Credits	\$3,848.30	1
Prenotes	\$0.00	0

 Electronic Filing – Washington State	E-file Time: 11:01 AM help?
My Account Home Account(s) Account Activity List Server Suggestions Logout	

CITY OF MILL CREEK 600-598-011

Confirmation

Confirmation Number	21830166
Tax Registration Number	600598011
Reporting Period	09/2017
Payment Type	EFT Debit ✓
Date and Time Submitted	10/24/2017 11:01:07 AM
Date of Transfer	10/26/2017 ✓
Payment Amount	3,046.86 ✓
Person Completing Return	Sandy Kottke
Person Authorizing Payment	Sandy Kottke

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

Return to Account List	Print Confirmation
View Printable Return	

Confirmation

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

Payment Details Report



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/30/2017 12:32:33 PM CDT

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

Status: Confirmed by Bank
Transaction Number: 17AUC29276TF0Q37

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

Debit Account Information

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

Beneficiary Details

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

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

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 3,385.65

Value Date: 10/30/2017

Optional Information

Sender's Reference Number: Leasehold Excise

Beneficiary Information: Leasehold Excise Tax

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017103000360586
Confirmation #: FEDR:20171030B6B7HU4R010603

Input Time: 10/30/2017 12:29:46 PM CDT
Time: 10/30/2017 12:32:03 PM CDT

Payment Details Report



Company: City of Mill Creek
Requester: Lauerman, Peggy
Run Date: 10/31/2017 11:23:17 AM CDT

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

Status: Confirmed by Bank
Transaction Number: 17AVB0313G0F1P12

Debit Account Information

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

Beneficiary Details

Beneficiary Name: Dept of Revenue Unclaimed Property ✓
Beneficiary Address: PO Box 47478
Beneficiary City: Olympia
Beneficiary Postal Code: 98504
Beneficiary Country: US - United States of America

Beneficiary Account: 153910882254
Beneficiary Bank ID: 123000848
U.S. BANK NATIONAL ASSOCIATION
321 SW 6TH AVE
PORTLAND
US - United States of America
Beneficiary Email:
Beneficiary Mobile Number: 1.3605341502

Payment Details

Credit Currency: USD
Credit Amount: 2,085.60 ✓

Value Date: 10/31/2017

Optional Information

Sender's Reference Number: 053700119

Beneficiary Information: 705txp-05370011901-20015-170630-t-2
CITY OF MILL CREEK
UNCLAIMED PROPERTY 2017 ✓

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankotke
Approved: plauerman
Initial Confirmation: WTX:2017103100327796
Confirmation #: FEDR:20171031B6B7HU4R010542

Input Time: 10/31/2017 11:03:22 AM CDT
Time: 10/31/2017 11:22:08 AM CDT

Accounts Payable

Checks by Date - Detail by Check Date

User: Jodieg
 Printed: 11/8/2017 1:09 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57648	CODE4CAN K-9	Code 4 Canine, LLC K-9 Down Payment	10/06/2017		5,000.00
Total for Check Number 57648:				0.00	5,000.00
Total for 10/6/2017:				0.00	5,000.00
57649	911SUPPL IN-10374 IN-10398 IN-10399 IN-10416	911 Supply Inc 1 S/S SuperShirt - G Elwin 2 S/S - SuperShirts - G Elwin 1 Pr 6-Pkt Wool Pants - G Elwin 2 Tie Bars-R Feiock & T Eickenberry	10/13/2017		87.76 147.91 93.83 13.23
Total for Check Number 57649:				0.00	342.73
57650	AFSCME AFSCMESEP	WSCCCE, AFSCME, AFL-CIO Union Dues - AFSCME - Sept	10/13/2017		1,227.61
Total for Check Number 57650:				0.00	1,227.61
57651	ALDWTR 32200000-02	Alderwood Water District 16030 Bthl Evt Hwy I/R - 07/25-08/28	10/13/2017		405.36
Total for Check Number 57651:				0.00	405.36
57652	ALEXPRCO 51413 51413A 51811	Alexander Printing Company Inc 250 Business Cards-J Kirk & G Pfister 250 Business Cards-H Harvey 250 - City of Mill Creek - Notecards	10/13/2017		62.56 31.28 33.12
Total for Check Number 57652:				0.00	126.96
57653	ALLBATRY 800-10025920 800-10026287	All Battery Sales & Service 1 Battery & Installation Charges-Car #39 PW #5 2 - 12Volt Batteries	10/13/2017		258.74 257.72
Total for Check Number 57653:				0.00	516.46
57654	BRIDGMAN Reimb	Todd Bridgman Reimb PD Remodel-Paint Supplies	10/13/2017		141.88
Total for Check Number 57654:				0.00	141.88
57655	CIEDMOND RGG-170061	City of Edmonds Domestic Violence Coordinator - Oct	10/13/2017		954.90
Total for Check Number 57655:				0.00	954.90
57656	CINTAS 460212717	Cintas Corporation Loc. #460 Floor Mat Service 09/15	10/13/2017		84.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	460212717A	Floor Mat Service 09/15			49.55
			Total for Check Number 57656:	0.00	134.52
57657	CITYBELL 32405	City of Bellevue MBP Surcharge, Qtr 3, 2017	10/13/2017		2,031.75
			Total for Check Number 57657:	0.00	2,031.75
57658	COPIETC AR26532	Copiers Etcetera, Inc. Repairs + Maint - Copy Machines - Sept	10/13/2017		1,052.13
			Total for Check Number 57658:	0.00	1,052.13
57659	CROSSMTH 10888	Cross Match Technologies, Inc. Annual Maintenance+Technical Support 10/01-0	10/13/2017		1,162.03
			Total for Check Number 57659:	0.00	1,162.03
57660	DAHLELEC 25629	Dahl Electric Inc Library Time Clock Installation	10/13/2017		107.09
			Total for Check Number 57660:	0.00	107.09
57661	DEPLICEN 0043680	Department of Licensing Engineer Program Renew Prof Engr License-K Mahmoud Lic No. 6	10/13/2017		116.00
			Total for Check Number 57661:	0.00	116.00
57662	ELLITIRE 079565	Elliott Tire & Service Inc Remove Tire From Rim+Repair Car #39	10/13/2017		30.55
			Total for Check Number 57662:	0.00	30.55
57663	EVERGRML MC032 2017	Evergreen Maintenance Landscaping, LLC Landscape Maintenance - 527 Medians	10/13/2017		331.20
			Total for Check Number 57663:	0.00	331.20
57664	FELDMAJ 092017	Feldman & Lee, P.S. Public Defender Contract Flat Fee - Sept	10/13/2017		8,750.00
			Total for Check Number 57664:	0.00	8,750.00
57665	FLOWTECH Pay Est #6 Retainage	Flow Technologies 2016 Catch Basin Cleaning & CCTV Inspection 5% Retainage-2016 Catch Basin Cleaning & CC	10/13/2017		1,676.20 5,436.13
			Total for Check Number 57665:	0.00	7,112.33
57666	INTEGRA 14914428	Allstream T-1 Monthly Chgs-Oct	10/13/2017		648.75
			Total for Check Number 57666:	0.00	648.75
57667	JOHNCLNR 2523	John's Cleaning Services Inc Uniform Dry Cleaning - Sept	10/13/2017		30.01
			Total for Check Number 57667:	0.00	30.01
57668	JRWENTRP 3892	JRW Enterprises Master Padlocks-City Wide	10/13/2017		182.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 57668:	0.00	182.16
57669	KGCTYOF 84422	King County Finance WRIA Watershed Planning Interlocal	10/13/2017		2,186.33
			Total for Check Number 57669:	0.00	2,186.33
57670	KIRKJ Reimb Mileage	Joni Kirk Mileage-City Tour for Director of PW & Dev Ca	10/13/2017		31.03
			Total for Check Number 57670:	0.00	31.03
57671	KLEIJ Reimb Rx/Dental Reimb RxA	John Klei Reimb Prescriptions 7/31 & Dental 8/21-J Klei-I Reimb Prescriptions-J Klei-Leoff I	10/13/2017		326.56 101.43
			Total for Check Number 57671:	0.00	427.99
57672	KROESENS 46888	Kroesen's Uniform Company 1 L/S Shirt & 1 Pr Trousers-R Feiock	10/13/2017		173.94
			Total for Check Number 57672:	0.00	173.94
57673	LAKEFORP MillCreekPD	City of Lake Forest Park CanYouID.me Website User Fee - Oct	10/13/2017		100.00
			Total for Check Number 57673:	0.00	100.00
57674	LESSCHW 9500353875	Les Schwab 1 - Tire - PW 10	10/13/2017		302.65
			Total for Check Number 57674:	0.00	302.65
57675	LEXNEXIS 3091136172	RELX Inc LexisNexis Monthly Chgs 09/01-09/30	10/13/2017		177.24
			Total for Check Number 57675:	0.00	177.24
57676	MCCOPRES 2001497.002	Mill Creek Cooperative Preschool Refund Facility Rental Damage Deposit Permit #	10/13/2017		75.00
			Total for Check Number 57676:	0.00	75.00
57677	NATBUSFN MK486473-GLO	National Business Furniture Desk Drawer-Peggy's Desk	10/13/2017		173.48
			Total for Check Number 57677:	0.00	173.48
57678	NORTHSH 7683 7693 7704	Northshore Senior Center Architectural Fees-Senior Center Architectural Fees-Senior Center Allocation for Senior Program - 3rd Qtr 2017	10/13/2017		1,657.70 3,000.00 3,125.00
			Total for Check Number 57678:	0.00	7,782.70
57679	OMWATT 735291 802875	Ogden Murphy Wallace Attorneys Prof Serv Telecom Legal Services #2017-1322-J Prof Serv Telecom Legal Services #2017-1322-P	10/13/2017		2,829.00 750.00
			Total for Check Number 57679:	0.00	3,579.00
57680	O'REILLY	O'Reilly Automotive Inc	10/13/2017		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2986-129571	Man-hole Cover Bolts -132nd			9.92
	2986-130614	PW #9 Truck Belt			63.45
	2986-130625	PW #5 Tool Box Lid Repair			17.77
	2986-131380	PW #9 Fan Belt			19.51
			Total for Check Number 57680:	0.00	110.65
57681	PACLAB PEMC1065	PacLab Blood Draw Fee -DUI Case #2017-11262	10/13/2017		15.50
			Total for Check Number 57681:	0.00	15.50
57682	PAKOR 8025686	Pakor Inc 1 Case Media - Passport Film	10/13/2017		347.21
			Total for Check Number 57682:	0.00	347.21
57683	PAWS 082017	PAWS Animals Brought to Shelter - August	10/13/2017		875.00
			Total for Check Number 57683:	0.00	875.00
57684	PLATT 0034091	Platt Electric Supply, Inc 12 Building Lights-CHS	10/13/2017		66.94
			Total for Check Number 57684:	0.00	66.94
57685	POSTNET 09262017	PostNet 5 Copies - 2017-2018 Biennial Budget Book	10/13/2017		349.92
			Total for Check Number 57685:	0.00	349.92
57686	PROFORCE 322568	ProForce Law Enforcement 10-TSR Performance Power Mags	10/13/2017		652.24
			Total for Check Number 57686:	0.00	652.24
57687	RONGERJ 8685	John Rongerude P.S. Conflict Public Defender 7Z0640052, 6Z099479	10/13/2017		600.00
			Total for Check Number 57687:	0.00	600.00
57688	SHI B07024058	SHI International Corp 10 Symantec Antivirus New Licenses, Support &	10/13/2017		323.03
			Total for Check Number 57688:	0.00	323.03
57689	SHRM 9007207126	Society for Human Resource Management SHRM Annual Dues - L Orlando 12/01/17-11/30	10/13/2017		199.00
			Total for Check Number 57689:	0.00	199.00
57690	SHURKLEN 393 393A 393B	Kramer Enterprises, LLC Vehicle Washes June-Sept Vehicle Washes June-Sept Vehicle Washes June-Sept	10/13/2017		552.55 100.46 20.10
			Total for Check Number 57690:	0.00	673.11
57691	SILVERL 14112-27585 14737-19068 17679-27345	Silverlake Water District 132nd & SR 527 Irrig 09/01-09/30 Silver Crest Park 09/01-09/30 15429 1/2 Bothell Everett Hwy 09/01-09/30	10/13/2017		26.60 7.60 114.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	17684-27596	15429 Bothell Way-Irrig 09/01-09/30			98.80
	24079-27593	Hillside Irrig 09/01-09/30			174.80
	32140-27632	13903 N Creek Dr-Irrig 09/01-09/30			193.80
	32141-27633	MCSP 09/01-09/30			75.35
	35995-27914	SR 527 - Irrig 09/01-09/30			7.60
	35996-27914	14600 SR 527-Irrig 09/01-09/30			7.60
	35997-27914	13800 N SR 527-Irrig 09/01-09/30			53.20
	35998-27914	1600 SR 527-Irrig 09/01-09/30			7.60
	35999-27914	15200 SR 527-Irrig 09/01-09/30			7.60
	36000-27914	15100 N SR 527-Irrig 09/01-09/30			7.60
	36016-27914	SR 527 & Trillium Blvd-Irrig 09/01-09/30			38.00
	36025-27914	14600 SR 527-Irrig 09/01-09/30			7.60
	36026-27914	SR 527 & Dumas Rd-Irrig 09/01-09/30			283.10
	36365-27593	Dumas Rd Irrigation 09/01-09/30			22.30
	37034-30017	14721 12th Ave SE-Irrig 09/01-09/30			9.50
	37680-27914	0 33rd Dr & Northpointe Circle-Irrig 09/01-09/30			275.50
	40191-27914	13315 45th Ave SE-Restroom 09/01-09/30			65.40
			Total for Check Number 57691:	0.00	1,483.55
57692	SMARSH INV00279094 INV00279094A	Smarsh Inc Text Archiving Platform-Verizon Monthly 09/01 Use Tax, Text Archiving Platform-Verizon Mont	10/13/2017		248.41 13.60
			Total for Check Number 57692:	0.00	232.81
57693	SNDPUBIN EDH779478 EDH780322	Sound Publishing Inc Legal Notice PL2017-0022 Pub of Ord No. 2017-821	10/13/2017		60.20 25.80
			Total for Check Number 57693:	0.00	86.00
57694	SNOCOM 17-1001-5 17-1001-5A	SNOCOM Dispatch Services - 4th Qtr Dispatch Services - 4th Qtr	10/13/2017		87,054.75 24,295.00
			Total for Check Number 57694:	0.00	111,349.75
57695	SNOCOPW 1000448949 1000448950 1000448951 1000448951A	Snohomish County Public Works RR6138 - Overlay Program - August RR7797-Aid Agreement-Crack Seal RR7553-Mill Crk Rd/Village Grn RR7571-Mill Crk Rd/Sea Hill	10/13/2017		75,489.09 2,686.84 274.06 210.71
			Total for Check Number 57695:	0.00	78,660.70
57696	SNOCPUD 2007-4359-9 2013-6774-5 2016-6351-5 2016-6928-0 2017-5296-1 2017-8113-5 2024-6104-2 2025-2921-0 2025-7077-6 2026-2439-1 2027-6793-5 2029-0994-1 2029-2633-3 2029-5905-2	PUD No. 1 of Snohomish County Street Lights - 189 Lights - 200W 09/01-09/30 902 164th St SE 09/02-10/03 14600 16TH Ave SE 09/01-10/03 Highlands Park 08/25-09/25 Library Park 09/06-10/04 2701 155th St SE 08/26-09/26 15803 32nd Ave SE 08/09-09/07 Street Lights - 386 Lights - 100W 09/01-09/30 Street Lights - 88 Lights - 250W 09/01-09/30 Street Lights - 841 Lights - 100W 09/01-09/30 Street Lights - 21 Lights - 400W 09/01-09/30 Street Lights - 6 Lights - 150W 09/01-09/30 Hillside Park 08/26-09/27 4842 Sac 09/06-10/04	10/13/2017		1,702.89 35.75 17.82 26.01 17.04 32.51 22.86 1,351.00 934.56 5,903.82 306.81 28.20 17.82 66.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2030-2812-1	4560 Sac Snohomish 09/01-10/03			50.40
	2032-5163-2	15510 Village Green Dr 08/26-09/26			17.28
	2033-8815-2	15429 Bothell Everett Hwy 09/06-10/04			23.50
	2047-1752-4	Street Lights - 8 Lights - 200W 09/01-09/30			46.40
	2047-1753-2	Street Lights - 38 Light s- 250W 09/01-09/30			277.78
	2047-1754-0	Street Lights - 39 Lights - 400W 09/01-09/30			429.39
	2050-8723-2	Street Lights - 17 Lights - 100W 09/01-09/30			51.51
	2054-9532-8	Street Lights - 49 Lights - 20W 09/01-09/30			16.66
	2203-1739-0	Street Light - 1 Light - 240W 09/01-09/30			7.73
	2206-1241-0	15601 22nd Ct SE 08/26-09/26			20.48
	2207-6351-0	13332 44th Ave SE 09/01-09/29			58.84
	2212-9311-1	Street Light - 1 Light 09/01-09/30			5.04
			Total for Check Number 57696:	0.00	11,468.54
57697	STAPLEAD 8046706613	Staples Advantage Cash Bags, Printer Cartridges	10/13/2017		379.29
			Total for Check Number 57697:	0.00	379.29
57698	STARMSV 0117167-IN 0117167-INA	Stardom Services Inc Janitorial Services - Sept - CHN Janitorial Services - Sept - CHS	10/13/2017		1,184.13 995.00
			Total for Check Number 57698:	0.00	2,179.13
57699	STERICYC 3004005572	Stericycle Inc Biomedical Waste Services - Monthly Fee	10/13/2017		10.36
			Total for Check Number 57699:	0.00	10.36
57700	THYSSEN 3003488012	Thyssenkrupp Elevator Corp. Elevator Maintenance 10/01-12/31	10/13/2017		1,198.07
			Total for Check Number 57700:	0.00	1,198.07
57701	TLOLLC 839489	TransUnion Risk and Alternative Background/Identity Investigations July-Sept	10/13/2017		75.00
			Total for Check Number 57701:	0.00	75.00
57702	TPQGLOVE LA440173 LA440173A	Top Quality Glove Nitrile Gloves Use Tax, Nitrile Gloves	10/13/2017		143.52 -13.52
			Total for Check Number 57702:	0.00	130.00
57703	TRANSUN 09711048	Trans Union LLC Basic Service Monthly Fee - Credit Checks 08/2-	10/13/2017		27.60
			Total for Check Number 57703:	0.00	27.60
57704	UPS 00009X8014337	United Parcel Service UPS Charges-WSP Crime Lab	10/13/2017		10.88
			Total for Check Number 57704:	0.00	10.88
57705	USBANK SEPT17	US Bank NA - Custody Investment Custody Charges 09/01-09/30	10/13/2017		38.00
			Total for Check Number 57705:	0.00	38.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57706	UULC 7090165 7090165A	Utilities Underground Location Center On Call Location Service - 127 Locates On Call Location Service - 127 Locates	10/13/2017		81.91 81.92
				Total for Check Number 57706:	0.00 163.83
57707	VERIZON 9793084561	Verizon Wireless Access & Usage Chgs 08/21-09/20 - City Cell Pl	10/13/2017		2,061.88
				Total for Check Number 57707:	0.00 2,061.88
57708	WAALARM 418582 418583 418584 418585	Washington Alarm 4th Qtr Monitoring/Cellular Chgs - Cook House 4th Qtr Monitoring/Cellular Chgs - City Hall 4th Qtr Monitoring/Cellular Chgs - Library 4th Qtr Monitoring/Cellular Chgs-Cook House P	10/13/2017		75.00 162.00 159.00 114.00
				Total for Check Number 57708:	0.00 510.00
57709	WASTPAT 118002233	Washington State Patrol Background Checks - Sept	10/13/2017		48.00
				Total for Check Number 57709:	0.00 48.00
57710	WATAI YR2018	WATAI 2018 WATAI Membership Dues - C White	10/13/2017		60.00
				Total for Check Number 57710:	0.00 60.00
57711	WAVEDIV 03387561 35334	WaveDivision Holdings, LLC Fiber Lease-15728 Main St-To 3000 Rockefeller Fiber Lease-15728 Main St-To 3000 Rockefeller	10/13/2017		657.78 642.87
				Total for Check Number 57711:	0.00 1,300.65
57712	WDHRBNGI 1242856	Wood Harbinger Replacement Ck-Prof Engr Serv City Hall North	10/13/2017		815.50
				Total for Check Number 57712:	0.00 815.50
57713	WHITEC Rental Car	Chris White Collision Recon Conf-Rental Car 09/10-09/23 -	10/13/2017		1,395.14
				Total for Check Number 57713:	0.00 1,395.14
57714	WINTSERV 86227	West Interactive Services Corporation Website Development-Second Milestone Payment	10/13/2017		4,420.00
				Total for Check Number 57714:	0.00 4,420.00
				Total for 10/13/2017:	0.00 262,731.06
57715	ALDWTR 00320003-01 01100176-01 01300169-01 01550006-01 02170002-01 02460002-01 02470001-01 03050003-01	Alderwood Water District Seattle Hill Road I/R 07/25-09/18 Median 4&5 I/R 07/25-09/18 1901 Mill Fern Dr SE I/R Median #2 07/25-09/18 16011 28th Dr Se I/R 07/25-09/18 Seattle Hill Rd I/R 07/25-09/18 155 Village Grn Dr I/R 07/25-09/18 155 Village Grn Dr/Heron Pk 07/25-09/18 15933 29th Dr SE I/R 07/25-09/18	10/27/2017		82.95 181.30 243.96 80.54 68.49 746.39 191.97 87.27

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	03095000-01	16220 27th Dr SE I/R	07/25-09/18		68.49
	03805002-01	16217 27th Dr SE I/R	07/25-09/18		68.49
	03864000-01	16205 25th Dr SE I/R	07/25-09/18		49.78
	04900159-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	05400166-01	Median Number 6 I/R	07/25-09/18		131.81
	05590004-02	15720 Mill Creek Blvd,D/C	07/25-09/19		14.32
	05600177-03	15720 Main Street	07/25-09/19		653.55
	05700181-01	15728 Main St I/R	07/25-09/19		999.83
	05702001-01	15728 Main St D/C	07/25-09/18		14.32
	05705005-01	15728 Main Street	07/25-09/18		417.33
	06900173-02	1300 156th Pl SE I/R	07/25-09/18		77.96
	07850004-01	16101 Highland Blvd/Restr	07/25-09/18		182.33
	07855001-01	16101 28th Dr SE I/R	07/25-09/18		1,735.51
	07895001-01	16021 28th Dr SE I/R	07/25-09/18		73.31
	07900155-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	08000152-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	08300050-01	3310 157th Pl SE I/R	07/25-09/18		2,161.06
	08800024-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	08900020-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	09000017-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	09080000-01	14600 Mill Creek Blvd I/R	07/25-09/18		30.50
	09100016-01	Seattle Hill Rd I/R	07/25-09/18		68.49
	13233000-01	15200 Mill Creek Blvd I/R	07/25-09/18		30.50
	25703000-01	14725 32nd Dr SE I/R	07/25-09/18		559.46
	26070000-01	15803 32nd Ave SE	07/25-09/18		182.33
	26467000-01	1900 164th St SE	07/25-09/18		68.49
	26468000-01	1900 164th St SE I/R	07/25-09/18		216.34
	33254000-01	14725 32nd Dr SE	07/25-09/18		182.33
	34493000-01	15720 Main St I/R	07/25-09/18		455.40
			Total for Check Number 57715:	0.00	10,536.24
57716	ALEXPRCO 52791	Alexander Printing Company Inc 250 - Field Sobriety Cards	10/27/2017		386.40
			Total for Check Number 57716:	0.00	386.40
57717	ALLBATRY 800-10026406	All Battery Sales & Service 2 Batteries-PW#2	10/27/2017		257.89
			Total for Check Number 57717:	0.00	257.89
57718	BANKCARE	Bank of America	10/27/2017		318.24
	1	Clarion Hotel Rebate Lodging Eikenberry & Fei			-6.50
	10	10 year-Service Awards-J Mack+M Harbison			69.82
	11	Bldg Supplies-Patrol Window			79.40
	12	Lodging Criminal Justice Training 9/4-9/8 Eicke			162.57
	13	Fingerprint Lift Tape, White Backing Cards, Evi			376.92
	14	Sensor Cloud Monitoring Fee 09/10-10/10			9.95
	15	Lodging Criminal Justice Training 9/11-9/15 Eic			318.24
	16	Lodging-Civil Service Training 9/18-9/19 - L Or			162.13
	17	Lodging-Civil Service Training 9/18-9/19 - B Dr			162.13
	18	Dinner-Civil Service Training 9/18-B Devenny &			52.00
	19	Cell Phone Policies Webinar 9/28 Registration-J			149.00
	2	Clarion Hotel Rebate Lodging Eikenberry & Fei			-12.72
	20	Home Again Microchip-Annual Fee			19.99
	21	Bags-Parking Tickets			8.81
	22	Toll Chgs-Staff Van-Car #1			9.25
	23	Office Supplies-HR Laura			103.51
	24	Lodging Criminal Justice Training 9/18-9/22 Eic			318.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
25		Lodging Collision Recon 9/10-9/21 - C White			874.90
26		Bldg Supplies-Patrol Window			41.89
27		Lunch 9/25 National Rec&Parks Assoc Conf-B I			13.11
28		Transportation 9/25 National Rec&Parks Assoc			3.25
29		GFOA Membership Registration-L Ryan			150.00
3		Clarion Hotel Rebate Lodging Eikenberry & Fei			-12.72
30		Lunch 9/26 National Rec&Parks Assoc Conf-B I			10.00
31		Postage Machine Labels			37.52
32		Breakfast 9/26 National Rec&Parks Assoc Conf-			9.75
33		Dinner 9/27 National Rec&Parks Assoc Conf-B			34.37
34		Breakfast 9/27 National Rec&Parks Assoc Conf-			9.25
35		Dinner 9/28 National Rec&Parks Assoc Conf-B			36.81
36		Lunch 9/27 National Rec&Parks Assoc Conf-B I			8.00
37		Breakfast 9/28 National Rec&Parks Assoc Conf-			4.75
38		Breakfast 9/28 National Rec&Parks Assoc Conf-			3.75
39		Dinner 9/29 National Rec&Parks Assoc Conf-B			13.25
4		Refund-Postage Machine Labels			-37.52
40		Postage Machine Labels			20.92
40A		Use Tax, Postage Machine Labels			-1.97
41		Lodging Criminal Justice Training 9/25-9/29 Eic			318.24
42		Breakfast 9/29 National Rec&Parks Assoc Conf-			14.00
43		Lunch 9/29 National Rec&Parks Assoc Conf-B I			17.35
44		MyBuildingPermit.com-Monthly Fee			59.95
45		Lodging Criminal Justice Training 10/2-10/6 Eic			318.24
46		Adj-Lodging Criminal Justice Training 9/4-9/8 E			155.67
47		Lunch 9/28 National Rec&Parks Assoc Conf-B I			16.59
48		Toll Chgs-POS-Car#32			2.75
5		Clarion Hotel Rebate Lodging Eikenberry & Fei			-12.72
6		Clarion Hotel Rebate Lodging Eikenberry & Fei			-6.22
7		Clarion Hotel Rebate Lodging Eikenberry & Fei			-12.72
8		5 32gb USB Flash Drives			46.87
8A		Use Tax, 5 32gb USB Flash Drives			-1.61
8B		Security Keycard Badge Clips			26.46
8C		Use Tax, Security Keycard Badge Clips			-0.90
9		Council Supplies			60.68
9A		Use Tax, Council Supplies			-1.04
Total for Check Number 57718:				0.00	4,203.44
57719	BANKCR16	Bank of America	10/27/2017		
1		MC Rotary Mtg 09/06-T Rogers			17.00
2		MC Rotary Mtg 09/13-T Rogers			17.00
3		MCBA Lunch Mtg 09/19-T Rogers			10.00
4		MC Rotary Mtg 10/04-T Rogers			17.00
5		Lodging-WSAPT 10/01-10/04 - S Ringstad			433.68
Total for Check Number 57719:				0.00	494.68
57720	BANKCR20	Business Card	10/27/2017		
1		Paint Supplies, Irrigation Key			36.14
10		9th Ave Boardwalk NC Trail Bullard Repair-Sup			56.37
11		9th Ave Boardwalk NC Trail Bullard Repair-Sup			5.38
12		9th Ave Boardwalk NC Trail Bullard Repair-Sup			11.67
13		9th Ave Boardwalk NC Trail Bullard Repair-Sup			20.57
2		Street Median-Evergreen Entry			19.21
3		Cougar Park Gutter Supplies			13.17
4		Hanchett Entry Systems-1006 630 Electric Strik			527.00
5		Downspout Evergreen/Outlet-Cougar Park			29.09
6		Sealer-Cougar Park			3.36
7		Median Village Grn Dr-Wasp Nest-Supplies			10.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	8	Zip Screws/Sealer-Cougar Park			4.70
	9	Zinc Link-Buffalo Park			2.54
				Total for Check Number 57720:	0.00 740.17
57721	BANKCR21	Business Card	10/27/2017		
	1	Luncheon Interview-Director of PW&Dev Svcs			43.54
	2	Luncheon Mtg With Councilmember 10/02			35.92
	3	Luncheon Interview-Director of PW&Dev Svcs			45.64
				Total for Check Number 57721:	0.00 125.10
57722	BANKCR23	Business Card	10/27/2017		
	1	Vehicle Maint-Car #39			205.04
				Total for Check Number 57722:	0.00 205.04
57723	BANKCR24	Business Card	10/27/2017		
	1	Ethics For CPA's-S Kottke			110.00
	2	WFOA Conf - Lodging - S Kottke			497.62
	3	Luncheon Interview-Director of PW&Dev Svcs			29.64
	4	Job Posting-Deputy Chief			297.99
	5	ACCIS 2017 Fall Conf-J Busch			250.00
				Total for Check Number 57723:	0.00 1,185.25
57724	BANKCR25	Business Card	10/27/2017		
	1	Rebate-Dinner 09/06 3CMA Conf-J Kirk			-0.46
	10	Breakfast 09/08 3CMA Conf-J Kirk			9.15
	11	Breakfast 09/08 3CMA Conf-J Kirk			7.87
	12	Airfare 09/08 3CMA Conf-J Kirk			25.00
	13	Supplies for HOA Meeting 09/05-H Harvey			28.43
	14	Mill Creek Business Assoc Lunch-B Davern			10.00
	14A	Mill Creek Business Assoc Lunch-J Kirk			10.00
	15	Luncheon Interview-Director of PW&Dev Svcs			27.70
	2	Refund Lodging-Basic Public Info Officer Trng			-86.52
	3	Transportation to Hotel 09/05-3CMA Conf-J Kir			39.25
	4	Dinner 09/06 3CMA Conf-J Kirk			11.48
	5	Transportation to Airport 09/08 3CMA Conf-J K			11.38
	6	Dinner 09/07 3CMA Conf-J Kirk			22.31
	7	Lunch 09/08 3CMA Conf-J Kirk			4.30
	8	Parking 09/05-09/08 3CMA Conf-J Kirk			94.00
	9	Lodging 09/05-09/08 3CMA Conf-J Kirk			685.74
				Total for Check Number 57724:	0.00 899.63
57725	BANKCR26	Business Card	10/27/2017		
	1	Airfare Credit-P Lauerman			-56.01
	10	Airfare-GFOA Training 10/22-10/25 - P Lauerm			277.40
	11	Parking WAPRO PIRA Training 09/27-G Pfister			18.00
	12	Refreshments - Director of PW&Dev Svcs Intern			26.03
	13	Notary Bond, License, Training, Supplies-G Pfis			310.20
	14	Luncheon Interview 09/28-Director of PW&Dev			48.94
	15	Guild Labor Negotiation Team-Working Lunch (50.82
	2	Guild Labor Negotiation Team-Working Lunch (86.04
	3	CPSM Kick-Off + All Employee Mtg 09/07 Sup			3.52
	4	CPSM Kick-Off + All Employee Mtg 09/07 Bkf			43.24
	5	CPSM Kick-Off + All Employee Mtg 09/07 Bkf			159.08
	6	AWC Edmonds Regional Mtg Registration-M Tr			50.00
	7	AWC Edmonds Regional Mtg Registration-R Po			50.00
	8	ICMA Leadership Team Training 10/01-G PFiste			149.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	9	GFOA Class Registration	10/23-10/25 - P Lauen		855.00
			Total for Check Number 57725:	0.00	2,073.26
57726	BHCCONS 0009253	BHC Consultants, LLC Bldg Insp+Plan Review Services Through 09/22	10/27/2017		6,742.64
			Total for Check Number 57726:	0.00	6,742.64
57727	BLOODC 25201017	Curt Blood Parts&Labor-Council Chambers Audio System F	10/27/2017		2,600.00
			Total for Check Number 57727:	0.00	2,600.00
57728	BUSCHJ Mileage Reimb Reimb Reimb-1	James Busch Mileage Reimb 10/24-10/27 ACCIS Conf-J Bus Dinner 10/24 ACCIS Conf-J Busch Lunch 10/27 ACCIS Conf-J Busch	10/27/2017		199.02 44.58 7.54
			Total for Check Number 57728:	0.00	251.14
57729	CARLSONJ 6729	Jessica Carlson Adventures in Art-Fall 1 09/15-10/20 #6729	10/27/2017		504.00
			Total for Check Number 57729:	0.00	504.00
57730	CHIEFSU 253790 253790A 253791 253791A 253792 253792A	Chief/Law Enforcement Supply Stingers LED Use Tax, Stingers LED Big Easy Kits & Batteries Use Tax, Big Easy Kits & Batteries Reserve Batteries - Patrol Use Tax, Reserve Batteries - Patrol	10/27/2017		893.92 -84.21 371.26 -34.97 207.15 -18.66
			Total for Check Number 57730:	0.00	1,334.49
57731	CINTAS 460222015 460222015A	Cintas Corporation Loc. #460 Floor Mat Service 09/29/17 Floor Mat Service 09/29/17	10/27/2017		84.97 49.55
			Total for Check Number 57731:	0.00	134.52
57732	CITYEVE 117002582	City of Everett Animals Brought to Shelter-Sept	10/27/2017		-185.00
			Total for Check Number 57732:	0.00	185.00
57733	COMCAST 849831021045701 849831021072434	Comcast High Speed Internet Fee 10/18-11/17 Internet for ITS 10/14-11/13	10/27/2017		191.40 106.40
			Total for Check Number 57733:	0.00	297.80
57734	COPIETC AR27179	Copiers Etcetera, Inc. Repairs&Maint-Copy Machines-Oct	10/27/2017		1,043.28
			Total for Check Number 57734:	0.00	1,043.28
57735	CUSHTERR B2017-0630	Cushing Terrell Architecture Refund Plan Check Fees Permit B2017-0630	10/27/2017		1,312.45
			Total for Check Number 57735:	0.00	1,312.45

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57736	ELLITIRE	Elliott Tire & Service Inc	10/27/2017		
	080047	LOF-Car #32			34.18
	080057	Front Brake Reline, Front Brake Car #43			764.65
	080104	Front Brake/O-Ring/LOF/Air Filter/Fuel-PW #3			1,966.65
	080153	LOF/Brakes/Head Light-PW #3			1,733.62
	080210	LOF-PW #5			118.84
	080214	LOF-PW #6			118.84
	080241	LOF, Wiper Blades, Bulbs-PW #4			189.53
				Total for Check Number 57736:	0.00 4,926.31
57737	EMSECDEP 600-598-011	Employment Security Depart Unemployment Claims-3rd Qtr 2017	10/27/2017		361.75
				Total for Check Number 57737:	0.00 361.75
57738	FUENTESJ	Jose Fuentes	10/27/2017		
	Auto	Refund, Auto Theft 7Z1054923	Hearing Request, Refund Traf		10.00
	BASEPSEA	Refund, State PSEA 70% 7Z1054923	Hearing Request, Refund Traf		31.09
	BrainInj	Refund, Traumatic Brain Injury 7Z1054923	Hearing Request, Refund Traf		2.00
	GENFUND	Refund, Gen Fund 7Z1054923	Hearing Request, Refund Traf		47.15
	jis	Refund, JIS Fee 7Z1054923	Hearing Request, Refund Traf		23.00
	PSEA35	Refund, State PSEA 35% 7Z1054923	Hearing Request, Refund Traf		16.91
	SCCVC	Refund, Crime Victims Comp 7Z1054923	Hearing Request, Refund Traf		0.85
	trauma	Refund, Trauma Care Surcharge 7Z1054923	Hearing Request, Refund Traf		5.00
				Total for Check Number 57738:	0.00 136.00
57739	GTHENORTH 425 316-0326 425-745-6974	Frontier Alarm System Line Chgs-Cook House 10/16-11/ CC Line/Security Line	10/27/2017		52.16 165.74
				Total for Check Number 57739:	0.00 217.90
57740	KCDA 300219076	KCDA Purchasing Cooperative Electronic Pencil Sharpener/Passport Supplies	10/27/2017		68.64
				Total for Check Number 57740:	0.00 68.64
57741	KIDZLOVS	North American Youth Activities, LLC	10/27/2017		
	6669	KLS Soccer: Mommy&Me (Fall, Tue-9:30) 09/1			147.00
	6672	KLS Soccer: Mommy&Me (Fall, Sat-8:30) 09/1			441.00
	6673	KLS Soccer: Mommy&Me (Fall, Sat-9:05) 09/1			987.00
	6680	KLS Soccer: Tot-Soccer (Fall, Sat-9:45) 09/16-1			522.90
	6682	KLS Soccer: Pre-Soccer (Fall, Tue-10:40) 09/12			343.00
	6683	KLS Soccer: Pre-Soccer (Fall, Tue-4:10) 09/12-1			441.00
	6686	KLS Soccer: Pre-Soccer (Fall, Sat-10:15) 09/16-			1,029.00
	6688	KLS Soccer: 1 (Fall Tue-4:45) 09/12-10/17 #668			539.00
	6691	KLS Soccer: 1 (Fall Sat-10:50) 09/16-10/21 #66			1,127.00
	6696	KLS Soccer: Soccer 2 (Fall, Sat-11:35) 09/16-10			686.00
				Total for Check Number 57741:	0.00 6,262.90
57742	LEIVAF	Fernando Leiva	10/27/2017		
	1	Rental Car 9/27-0/29-F Leiva-Director of PW&I	Candidate for Director of PW		130.92
	2	Flight 10/04-F Leiva-Director of PW&Dev Svcs	Candidate for Director of PW		579.40
	3	Lodging 9/27-9/29-F Leiva-Director of PW&De	Candidate for Director of PW		308.22
	4	Dinner 9/28-F Leiva--Director of PW&Dev Svcs	Candidate for Director of PW		14.50
				Total for Check Number 57742:	0.00 1,033.04

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
57743	MCROTARY 1788	Rotary Club of Mill Creek Facility Fee 10/01-12/31-T Rogers	10/27/2017		50.00
			Total for Check Number 57743:	0.00	50.00
57744	NELSONM 6655 6656	Melissa Nelson Music for Preschool-Sept (9:30) 09/15-10/13 #6 Music for Preschool-Sept (10:30) 09/15-10/13 #6	10/27/2017		682.50 682.50
			Total for Check Number 57744:	0.00	1,365.00
57745	NWARBORI 7939	Northwest Arboriculture LLC Nickle Creek Park-Tree Inspection 08/31	10/27/2017		430.56
			Total for Check Number 57745:	0.00	430.56
57746	PACAIR 4689 4690 6485 6787 6788	Pacific Air Control, Inc. HVAC Repairs-City Hall South HVAC Repairs-Library HVAC Repairs-City Hall North HVAC Repairs-City Hall South HVAC Repairs-City Hall South	10/27/2017		1,384.42 852.29 1,460.65 4,154.46 1,397.02
			Total for Check Number 57746:	0.00	9,248.84
57747	PACFIRSE 59384 59386 59404 59454	Pacific Fire and Security, Inc. Annual Fire Alarm Inspection-CHS Annual Fire Alarm Inspection-Library Annual Fire Alarm Inspection-CHN Troubleshoot+Repair Fire Alarm System	10/27/2017		728.64 563.04 730.00 402.96
			Total for Check Number 57747:	0.00	2,424.64
57748	PAWS Sep 2017	PAWS Animals Brought to Shelter-Sept	10/27/2017		1,050.00
			Total for Check Number 57748:	0.00	1,050.00
57749	PAWSAFT 6740 6743	Paws Afoot Dog Obed-Puppy ABCs 09/18-10/23 #6740 Dog Obed-Basic Training for Dogs 09/18-10/23	10/27/2017		462.00 462.00
			Total for Check Number 57749:	0.00	924.00
57750	PCC W17120 W17121 W17122	Precision Concrete Cutting Sidewalks-Concrete Shaving Work Sidewalks-Concrete Shaving Work Sidewalks-Concrete Shaving Work	10/27/2017		1,132.03 7,449.75 6,414.19
			Total for Check Number 57750:	0.00	14,995.97
57751	PIGOTTL Reimb	Larissa Pigott Water for Police Officers & Civilians 09/28 Case	10/27/2017		10.89
			Total for Check Number 57751:	0.00	10.89
57752	PITNEYW 800090000046343	Purchase Power Postage-Refill Postage Meter	10/27/2017		1,999.08
			Total for Check Number 57752:	0.00	1,999.08
57753	PLATT	Platt Electric Supply, Inc	10/27/2017		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	O097984	Parts - City Hall South - HVAC			140.90
			Total for Check Number 57753:	0.00	140.90
57754	PUBSAF 2017-7828	Public Safety Testing 3rd Qtr Subscription Fees - July-Sept 2017	10/27/2017		257.00
			Total for Check Number 57754:	0.00	257.00
57755	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main St 09/18-10/18 15728 Main St 09/18-10/18	10/27/2017		119.85 446.10
			Total for Check Number 57755:	0.00	565.95
57756	REIDASSC 174559	John E. Reid and Associates Inc. 4-Day Interview+Interrogation Tech-J Saga	10/27/2017		575.00
			Total for Check Number 57756:	0.00	575.00
57757	REYNLDST 513	Todd Reynolds Fall Photo Shoot Within the City	10/27/2017		500.00
			Total for Check Number 57757:	0.00	500.00
57758	SDISTCRT September 2017 September 2017A	South District Court Filing Fees SD Court - Sept Interpreter Costs - Sept	10/27/2017		7,788.99 745.47
			Total for Check Number 57758:	0.00	8,534.46
57759	SHORTCR 493666A 493666B 493666C 493666D 493666E	Short Cressman & Burgess PLLC Prof Legal Services-HVAC-August Prof Legal Services-Bridges-August Prof Legal Services-35th Ave-August Prof Legal Services-Asphalt Overlay-August Prof Legal Services-ILA Traffic Signals-August	10/27/2017		810.00 1,757.00 1,324.00 62.00 615.00
			Total for Check Number 57759:	0.00	4,568.00
57760	SHREDIT 8123337624	Shred-It USA Inc Shredding Service Fee	10/27/2017		68.59
			Total for Check Number 57760:	0.00	68.59
57761	SNOCODEM 1000449935	Sno Co Department of Emergency Manager 2017 Emergency Services - 4th Qtr	10/27/2017		5,876.39
			Total for Check Number 57761:	0.00	5,876.39
57762	SNOCPU 2001-0143-4 2001-5445-8 2007-9722-3 2013-4538-6 2013-5396-8 2018-9805-3 2019-4860-1 2022-1236-1 2022-3010-8 2026-6749-9 2026-9300-8	PUD No. 1 of Snohomish County Speed Radar Sign SHR 09/08-10/06 2720 Seattle Hill Rd 09/08-10/06 3401 148th St SE 09/20-10/18 2501 147th Pl SE 09/20-10/18 15728 Main St 09/06-10/04 1700 Mill Creek Rd 09/22-10/20 13903 N Creek Dr 09/15-10/13 928 Dumas Rd 09/15-10/13 1900 164th St SE 09/08-10/06 2024 Seattle Hill Rd 09/09-10/06 15720 Main St 09/16-10/13	10/27/2017		15.66 15.66 33.56 24.76 1,599.90 102.88 631.33 111.08 39.78 33.60 1,574.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	2028-5205-9	15720 Main St Unit B	09/16-10/13		340.47
	2031-6469-4	13510 N Creek Dr	09/15-10/13		44.63
	2033-4808-1	148th + 35th Signal	09/08-10/06		60.24
			Total for Check Number 57762:	0.00	4,628.34
57763	STAND 600156-0001	Standard Ins. Company RA Life, AD&D<D Prem-Mebt-ER Paid-Nov	10/27/2017		4,020.12
			Total for Check Number 57763:	0.00	4,020.12
57764	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem MEBT-ER Paid-Nov	10/27/2017		1,901.23
			Total for Check Number 57764:	0.00	1,901.23
57765	STATEAUD L122012	State Auditor's Office Statutory Audit Services 2016-2016	10/27/2017		232.75
			Total for Check Number 57765:	0.00	232.75
57766	SUMLAW 88097	Summit Law Group Prof Serv-Guild Through 09/30	10/27/2017		7,062.00
			Total for Check Number 57766:	0.00	7,062.00
57767	TERMINIX 369470502	Terminix Processing Center Pest Control-WO#14840445482-MC Library	10/27/2017		77.28
			Total for Check Number 57767:	0.00	77.28
57768	UCLA A Brandt	UC Regents Scholarship 05/23 Council Mtg-Abigail Brandt	10/27/2017		500.00
			Total for Check Number 57768:	0.00	500.00
57769	UPS 00009X8014397	United Parcel Service UPS Charges-WSP Tox Lab & Gig Harbor PD	10/27/2017		49.90
			Total for Check Number 57769:	0.00	49.90
57770	USIC 255269 255269A	USIC Locating Services, LLC 176 NC Locates/116 Ticket Locates/AH 176 NC Locates/116 Ticket Locates/AH	10/27/2017		1,365.34 1,365.33
			Total for Check Number 57770:	0.00	2,730.67
57771	WAVEDIV 03644901	WaveDivision Holdings, LLC Fiber Lease-15728 Main St-To 3000 Rockefeller	10/27/2017		657.78
			Total for Check Number 57771:	0.00	657.78
57772	WDFRMT 103064	The Wide Format Company Plotter Paper-VariouS Departments	10/27/2017		184.75
			Total for Check Number 57772:	0.00	184.75
57773	WDHRBNGI 1248002	Wood Harbinger Prof Engr Serv CHN HVAC Through 9/30	10/27/2017		233.00
			Total for Check Number 57773:	0.00	233.00
57774	WETLANDS	Wetlands & Woodlands, Inc.	10/27/2017		

AGENDA ITEM #F.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	21746	Replace Tree-Heron Park Monument			212.33
			Total for Check Number 57774:	0.00	212.33
57775	WINSUPP 02107600 02114100	Winsupply Company Supplies-Median Irrigation Repair-Evergreen M Supplies-Median Irrigation Repair-Evergreen M	10/27/2017		52.64 160.98
			Total for Check Number 57775:	0.00	213.62
57776	ZAC&THOM 1310	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-Oct	10/27/2017		8,875.95
			Total for Check Number 57776:	0.00	8,875.95
57777	ZUMAR 0191448	Zumar Industries, Inc. Traffic Signs-12x18 No Parking/36x36 Slow/36	10/27/2017		352.40
			Total for Check Number 57777:	0.00	352.40
			Total for 10/27/2017:	0.00	134,036.35
			Report Total (130 checks):	0.00	401,767.41



Date: November 14, 2017

Payroll Check Batches		
Dated	Check Numbers	Amount
10/10/2017	ACH Automatic Deposit Checks	\$138,526.43
10/10/2017	ACH Wire- FWT & Medicare Taxes	\$28,718.40
10/10/2017	ACH Wire MEBT- Wilmington Trust	\$23,129.25
10/10/2017	ACH Wire- ICMA RC- Def. Comp	\$447.42
10/10/2017	ACH Wire- BAC- Flex Spending Acct	\$766.16
10/10/2017	ACH Wire- MCPD Guild Dues	\$2,140.00
10/10/2017	ACH Wire- United Way Donations	\$95.00
10/25/2017	ACH Automatic Deposit Checks	\$138,046.54
10/25/2017	ACH Wire- FWT & Medicare Taxes	\$28,403.50
10/25/2017	ACH Wire MEBT- Wilmington Trust	\$28,036.57
10/25/2017	ACH Wire- ICMA RC- Def. Comp	\$447.42
10/25/2017	ACH Wire- BAC- Flex Spending Acct	\$766.16
11/07/2017	ACH Wire- Assoc. of WA Cities	\$81,462.88
11/09/2017	ACH Automatic Deposit Checks	\$147,058.48
11/09/2017	ACH Wire- FWT & Medicare Taxes	\$30,337.27
Total		\$648,381.48

Voided Checks	
Numbers	Explanation

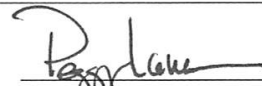
CLAIMS APPROVAL

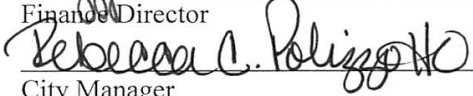
We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$648,381.48.

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

Councilmember

Councilmember


Finance Director


City Manager

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:40 Pay Date:10/10/2017 P/E Date:09/30/2017
 Qtr/Year:4/2017 Run Time/Date:16:52:24 PM EDT 10/05/2017

Taxes Debited	Federal Income Tax	22,922.35		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	2,898.05		
	Medicare - ER	2,898.00		
	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	28,718.40		
Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	138,526.43		
	Total Amount Debited From Your Account		167,244.83	Total Liability 167,244.83
Bank Debits & Other Liability	Checks	0.00		167,244.83
	Adjustments/Prepay/Voids	0.00		167,244.83
Taxes- Your Responsibility	None this payroll			167,244.83

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/10/2017 12:29:06 PM CDT

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

Status: Confirmed by Bank
Transaction Number: 17AAB5051G610W09

Template Name: WILTRUST
Template Code: WILTRUST

Debit Account Information

Debit Bank: ██████████
Debit Account: 000050404700
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: 0252274595
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: 23,129.25

Value Date: 10/10/2017

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:2017101000533898
Confirmation #: FEDR:20171010B6B7HU1R014048

Input Time: 10/10/2017 11:51:21 AM CDT
Time: 10/10/2017 12:27:17 PM CDT

Payment Approval Confirmation

Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/10/2017 12:29:06 PM CDT



Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 17AAB5848NLZ2156

Template Name: ICMA 457 Plan
Template Code: ICMA

Debit Account Information

Debit Bank: 25000024
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: 25000000
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: 447.42

Value Date: 10/10/2017

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:2017101000533897
Confirmation #: FEDR:20171010B6B7HU3R014100

Input Time: 10/10/2017 11:58:59 AM CDT
Time: 10/10/2017 12:27:17 PM CDT

ACH Cash Pro Online
City of Mill Creek

Report Date: 10/10/2017
Report Time: 12:11:36 PM

Batch Summary Report by ID Number

Company Name: City of Mill 01 Effective Date: 10/11/2017
ACH ID: ~~2044000000~~ Batch Sequence: 1
Application Name: CCD Payments and Collections Database Name: BAC
Batch Status: Released Created By: SANKOTTKE
Released By: SANKOTTKE

Name	ID	Amount	D/C	Bank ID	Account #	Acct Type	Trace #
BAC	BENEFIT ADMIN C	\$766.16	C	125400000	040005500	C	

<u>Total Amount in Batch</u>		<u>Total Count in Batch</u>	
Debits	\$0.00		0
Credits	\$766.16		1
Prenotes	\$0.00		0

<u>Grand Total Amount</u>		<u>Grand Total Count</u>	
Debits	\$0.00		0
Credits	\$766.16		1
Prenotes	\$0.00		0

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/10/2017 12:29:06 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 17AAB5727EN21322

Template Name: GUILD DUES
Template Code: GUILD

Debit Account Information

Debit Bank: 125000024
Debit Account: 00000104700
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: 00000150001
Beneficiary Bank ID: 125000024
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: 10/10/2017

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:2017101000533896
Confirmation #: BOOK:2017101000533896

Input Time: 10/10/2017 11:57:40 AM CDT
Time: 10/10/2017 12:27:17 PM CDT

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/10/2017 12:29:06 PM CDT

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

Status: Confirmed by Bank
Transaction Number: 17AAB554040Z0A94

Template Name: United Way
Template Code: United Way

Debit Account Information

Debit Bank: ██████████
Debit Account: ██████████
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: ██████████
Beneficiary Bank ID: ██████████
UNION BANK, N.A.
60343 CANWOOD ST, STE 100
AGOURA HILLS
US - United States of America
Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 95.00

Value Date: 10/10/2017

Optional Information

Sender's Reference Number: 17AAB554040Z0A94

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:2017101000533899
Confirmation #: FEDR:20171010B6B7HU1R014049

Input Time: 10/10/2017 11:55:53 AM CDT
Time: 10/10/2017 12:27:17 PM CDT

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:43 Pay Date:10/25/2017 P/E Date:10/15/2017
 Qtr/Year:4/2017 Run Time/Date:14:45:02 PM EDT 10/23/2017

Taxes Debited	Federal Income Tax	22,616.97		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	2,893.25		
	Medicare - ER	2,893.28		
	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	28,403.50		
Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	138,046.54		
	Total Amount Debited From Your Account		166,450.04	Total Liability 166,450.04
Bank Debits & Other Liability	Checks	0.00		166,450.04
	Adjustments/Prepay/Voids	0.00		166,450.04
Taxes- Your Responsibility	None this payroll			166,450.04

Payment Approval Confirmation



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/25/2017 4:25:34 PM CDT

Domestic High Value (Wire)

Payment Category:Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 17APG22058EG0S15

Template Name: WILTRUST
Template Code: WILTRUST

Debit Account Information

Debit Bank: ██████████
Debit Account: ██████████
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: ██████████
Beneficiary Bank ID: ██████████
MERRILL LYNCH PIERCE FENNER SMITH TR C
ONE WALL STREET PLAZA, 45TH FL
BUFFALO
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 28,036.57

Value Date: 10/25/2017

Optional Information

Sender's Reference Number: CITY MILL CREEK

Beneficiary Information: City of Mill Creek n3177e

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017102500404242
Confirmation #: FEDR:20171025B6B7HU2R013647

Input Time: 10/25/2017 4:22:11 PM CDT
Time: 10/25/2017 4:25:20 PM CDT

CR
10/25

Payment Approval Confirmation

Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 10/25/2017 4:28:49 PM CDT



Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 17APG20512ID0A73

Template Name: ICMA 457 Plan
Template Code: ICMA

Debit Account Information

Debit Bank: ~~123000024~~
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: ~~4000001~~
Beneficiary Bank ID: ~~022000046~~
~~MANUFACTURERS AND TRADERS TR C~~
ONE MAND T PLAZA, 15TH FL
BUFFALO
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 447.42

Value Date: 10/25/2017

Optional Information

Sender's Reference Number: 302029

Beneficiary Information: City of Mill Creek 302029

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017102500404241
Confirmation #: FEDR:20171025B6B7HU3R013929

Input Time: 10/25/2017 4:20:58 PM CDT
Time: 10/25/2017 4:25:20 PM CDT

cr
10/25

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 10/25/2017
Report Time: 04:19:41 PM

Batch Summary Report by ID Number

Company Name: City of Mill 01 Effective Date: 10/26/2017 ✓
 ACH ID: ██████████ Batch Sequence: 1
 Application Name: CCD Payments and Collections Database Name: BAC
 Batch Status: Released ✓ Created By: SANKOTTKE
 Released By: SANKOTTKE

Name	ID	Amount	D/C	Bank ID	Account #	Acct Type	Trace #
BAC	BENEFIT ADMIN C	\$766.16 ✓	C	██████████	██████████	C	

Total Amount in Batch Total Count in Batch

Debits	\$0.00	0
Credits	\$766.16	1
Prenotes	\$0.00	0

Grand Total Amount Grand Total Count

Debits	\$0.00	0
Credits	\$766.16	1
Prenotes	\$0.00	0

Handwritten:
WS
10/24

ASSOCIATION OF WASHINGTON CITIES

MILL CREEK, CITY OF

ACCOUNT SUMMARY - contains all changes to this account as of 11/07/2017 10:47:54 AM

FUND: 100

ACCOUNT NUMBER: 186 L

BILL MONTH: 11/2017
COVERAGE MONTH: 11/2017
PAYMENT DUE BY: **11/10/2017**
CURRENT BILLING AMOUNT: \$81,462.88
PRIOR OVERAGE OR SHORTAGE: \$0.00
ADJUSTMENTS: \$0.00
TOTAL AMOUNT DUE: **\$81,462.88**

100 186 L 112017 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	11/2017	\$ 81,462.88

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

Statistical Summary

Statistical Summary

Company:AOW - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:45 Pay Date:11/09/2017 P/E Date:10/31/2017
 Qtr/Year:4/2017 Run Time/Date:14:35:28 PM EST 11/07/2017

Taxes Debited	Federal Income Tax	24,246.57		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,045.38		
	Medicare - ER	3,045.32		
	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	30,337.27		
Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	147,058.48		
	Total Amount Debited From Your Account		177,395.75	Total Liability 177,395.75
Bank Debits & Other Liability	Checks	0.00		177,395.75
	Adjustments/Prepay/Voids	0.00		177,395.75
Taxes- Your Responsibility	None this payroll			177,395.75

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	25	26	27	28	29	30
		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	29	30	31			

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: November 10, 2017

November 28, 2017

(Agenda Summary due November 14)

- Employee Milestone Presentation
- A&B Board Appointment
- Interlocal Agreement – Snohomish Co (park funding)
- Work Session
 - Legislative Agenda (Dave Williams/AWC to attend)
 - Fire Contract

December 5, 2017

(Agenda Summary due November 21)

- CPSM Presentation
- Naming of new City park
- Update Ordinance 2006-638
- 2017 Budget Adjustments
- Reports:
 - Briefing on proposed CPP

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
- Mayor/Mayor Pro Tem Election
- Council Committee Assignments
- Presentation: Council-Manager Relations

January 9, 2018

(Agenda Summary due December 27)

- Presentation: Long Term Planning
- PRA Policy/Ordinance

January 23, 2018

(Agenda Summary due January 9)

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

February 6, 2018

(Agenda Summary due January 23)

- Work Session: Long Term Planning
 - Customer Service
 - Recreational Opportunities

- Public Safety

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
- 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