

CITY COUNCIL AGENDA

15728 Main Street, Mill Creek, WA 98012 (425) 745-1891



Pam Pruitt, Mayor • Brian Holtzclaw, Mayor Pro Tem
Mark Bond • Mike Todd • Vince Cavaleri • Jared Mead • John Steckler

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 Acting City Clerk at (425) 921-5725 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. 2018-829
Next Resolution No. 2018-573

April 10, 2018
City Council Meeting
6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

Led by Cub Scouts Pack 121, Den 3

ROLL CALL

AUDIENCE COMMUNICATION

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

PRESENTATIONS

- B. "Chief for a Day" Introduction
(*Rebecca C. Polizzotto, City Manager*)
- C. Earth Day Proclamation
(*Pam Pruitt, Mayor*)

STUDY SESSION

- D. Wrap up: Long Term Strategic Planning
(Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA

- E. Approval of Checks #58381 through #58439 and ACH Wire Transfers in the Amount of \$1,055,533.60
(Audit Committee: Mayor Pruitt and Councilmember Mead)
- F. Payroll and Benefit ACH Payments in the Amount of \$306,689.97
(Audit Committee: Mayor Pruitt and Councilmember Mead)

REPORTS

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

AUDIENCE COMMUNICATION

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

ADJOURNMENT

Agenda Item # B

Meeting Date: April 10, 2018

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: "CHIEF FOR A DAY" INTRODUCTION.**PROPOSED MOTION:** N/A

KEY FACTS AND INFORMATION SUMMARY: The Mill Creek Police Department recently selected Julia McCauley, a Mill Creek Elementary second grader, as its honorary "Chief for a Day". Chief for a Day is a statewide program hosted bi-annually by the Washington State Criminal Justice Training Commission (CJTC) and celebrates the lives of children who have been diagnosed with a chronic medical condition. The mission is to provide these children with a day of fun that does not focus on their illness. You can read more about the Chief for a Day program here: visit www.chiefforaday.com

Chief Elwin and the Mill Creek Police Department's "A" Dayshift visited Julia's class on March 16th to announce her appointment and award her with her badge. Julia's first order in her new role was to let "A" Days know it was "*time to get back to work please*". Julia lives in Mill Creek's Cottonwood neighborhood with her mother and father, Ilona and Micah, and older sister Alexa.

This is Mill Creek's first year to participate in Chief for a Day and McCauley will be making ceremonial appearances in the community throughout the next several months. Her first opportunity as Chief was to accompany Chief Elwin to the recent Eggstavanza and oversee event security and community outreach functions. You can expect to see the two Chiefs at events around town for the rest of the year, including the Memorial Day Parade, the Mill Creek Festival, National Night Out, the Santa Parade and more. Chief Elwin and his staff will also be working with local community groups to solicit donations for charities affiliated with the program such as Ronald McDonald House.

The Mill Creek Police Department is one of 34 police departments and sheriff's offices from around the state participating in this program. Although our two Chiefs will be working together throughout the year, the culminating event for the program will occur on August 16th, 2018 at the CJTC's Basic Law Enforcement Academy (BLEA) in Burien. The CJTC has taken on leading this bi-annual event dating back to 1999 and coordinates the August festivities. In addition to the two Chiefs, the Police Department's motor officer, K-9 team and SWAT Operator will be representing our City and their assignments with demonstrations and public interactions. You can view a video of the 2012 event here: <http://www.youtube.com/watch?v=fVuhvihhsi8>

A committee comprised of Sergeants Stan White and Robert Phillips, Corporal Rory Mundwiler, and Officers Tara Hoflack, Tony Bittinger and Chris White used their contacts in the community to identify potential Chief for a Day candidates. Numerous community and school groups were contacted and candidates were evaluated. Ultimately, the committee recommended Julia as our

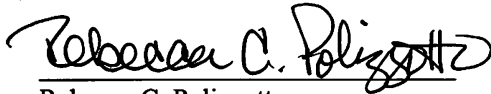
Chief for a Day, and Officer Chris White was assigned as the department liaison. Officer White works closely with Mill Creek Elementary staff and is a natural fit for this assignment.

This is an exciting opportunity for all involved and the Police Department looks forward to making this a memorable time for Julia and her family.

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS: N/A

Respectfully Submitted:

A handwritten signature in black ink that reads "Rebecca C. Polizzotto". The signature is written in a cursive style with a large, stylized initial 'R'.

Rebecca C. Polizzotto
City Manager

Proclamation

WHEREAS, the global community now faces extraordinary environmental challenges;
and

WHEREAS, all people, regardless of race, gender, income, or geography have a right to a healthy, sustainable environment; and

WHEREAS, all of us, as caretakers of our planet, have an obligation to take action to affect positive environmental change to preserve the earth's beauty and natural resources, as well as to combat environmental degradation; and

WHEREAS, this obligation extends not only to today's caretakers but also to the future generations of caretakers who will inherit our planet from us; and

WHEREAS, Mill Creek has abundant natural resources and awe-inspiring beauty, and an obligation to safeguard them for future generations; and

WHEREAS, Earth Day is an annual reminder of the constant need for environmental activism, stewardship commitments, and sustainability efforts.

NOW, THEREFORE, I, Pam Pruitt, the Mayor of the City of Mill Creek, on behalf of the City Council do hereby proclaim April 22, 2018, as Earth Day throughout the City of Mill Creek and encourage residents, business and institutions to use Earth Day to celebrate the Earth and promote the wellbeing of the inhabitants of this community and the protection of our environment.



Signed this 10th day of April, 2018

Pam Pruitt, Mayor

Attest _____
Gina Pfister, Acting City Clerk

Rebecca C. Polizzotto, City Manager



Agenda Item # D

Meeting Date: April 10, 2018

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: WRAP UP: LONG TERM STRATEGIC PLANNING

PROPOSED MOTION: N/A

KEY FACTS AND INFORMATION SUMMARY:

The Government Finance Officers Association recommends that all governmental entities use some form of strategic planning to provide a long-term perspective for service delivery and budgeting, thus establishing logical links between authorized spending and broad organizational goals.

In his management book *The Dance of Change*, management author Peter Senge, references the importance for organizations to deliberately manage their future. Unfortunately, managing the future often comes head to head with the pressure of the immediate day-to-day management needs of the organization.

The need to get critical day-to-day management issues handled is important to every organization. This drive to get things done can at times overshadow the need to think and act strategically on the future of the organization. How does an organization find balance?

The key is to develop a strategic plan that is integrated into the business systems of the organization. The strategic plan should be integrated into the City's business practices by linking the Council's agenda (goals), budget, other approved plans (e.g., Capital Improvement Plan, Comprehensive Plan), departmental work plans and any current and/or newly developed performance measures into the plan.

Integrated strategic planning creates a balance that aligns both the City's financial and human capital to focus on achieving strategic goals and objectives.

The City began integrated strategic planning in 2016 with development and implementation of the City's *Guiding Principles*. At the Council's February 13, 2018 meeting, the City Manager presented an overview of the integrated strategic planning process and described the next steps in the process as the City continues to develop a long term strategic plan.

At its February 27, March 6, March 13, March 27 and April 3 meetings, the Council, City Manager and Leadership Team engaged in several "brainstorming" sessions. The purpose of these brainstorming sessions was to begin to identify those strategies that would allow the City to achieve each of the goals set forth in its Guiding Principles.

At the April 10 meeting, Council and staff will review the strategies and initiatives identified during the brainstorming sessions and discuss why the identified strategies are important to the Council.

City Council Agenda Summary
Page 2

This work will ultimately generate a long term strategic plan that will link the Council's goals, budget, other approved plans, departmental work plans and any current and/or newly developed performance measures into the plan.

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:

- Planning Workbook

Respectfully Submitted:


Rebecca C. Polizzotto
City Manager



Mill Creek

Shared Vision | Bright Future
Council Planning Workbook



ision

Goal 1: Fiscal Responsibility

To responsibly manage the City's financial resources to provide quality public services, cultivate economic prosperity, and maintain a sustainable budget.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Avoid deficit spending; ability to withstand economic downturns; ability to finance long-term needs.

SAMPLE

Council Priorities

Strategies

- 1. Develop, adopt and implement a long-term fiscal management plan and accompanying policies as needed.*
- 2. Institute data analysis and performance management systems.*
- 3. Implement linkage between budget and strategic planning*
- 4. Complete comprehensive fee and rate studies.*

Projects / Initiatives

- 1. To ensure financial resources are available in the long term.*
- 2. To identify financial trends that impact the City and take appropriate proactive measures.*
- 3. To ensure the City's strategies are integrated into its business practices.*
- 4. To ensure services are supported by the appropriate fee and rate structure and lessen the overall tax burden.*

Goal 1: Fiscal Responsibility

To responsibly manage the City's financial resources to provide quality public services, cultivate economic prosperity, and maintain a sustainable budget.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Identify wasteful spending, increase capacity and create a culture where employees are empowered to bring Lean ideas forward.
2. Implement short- and long-term planning, including how to avoid deficits, establishing thresholds for deficits and surplus, determining profit centers and cost centers, and reviewing five-year trends to forecast needs.
3. Develop financial policies around one-time revenue streams/events, reserve funding, and keeping spending at or below projected revenues.
4. Explore more sophisticated financial planning options to maximize return on investments.
5. Seek out economic growth opportunities, including annexation possibilities and a tourism feasibility study.
6. Review and improve economic development processes to maximize the timeliness and flow of revenue.
7. Explore the impacts of crypto currency and opportunities to use it.
8. Keep Mill Creek affordable for residents.
9. Educate the public on financial operations to develop and maintain public trust and transparency.
10. Evaluate the long-term viability of core services from a cost perspective. Update fee schedules as needed.

(Continued)

Projects / Initiatives

1. _____

2. _____

3. _____

4. _____

Goal 1: Fiscal Responsibility

To responsibly manage the City's financial resources to provide quality public services, cultivate economic prosperity, and maintain a sustainable budget.

Strategies (continued)

11. Ensure funds are reserved for unexpected projects.
12. Determine the long-term viability of core services from a cost perspective and weigh against contributing to the quality of life in the community.
13. Invest in preservation of Mill Creek's infrastructure for the long-term.

Goal 2: Community Preservation

To support the development, maintenance and revitalization of public and private property to ensure the continuation of Mill Creek as a safe, clean and well maintained community.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Prioritize maintenance of City facilities, roads and parks to preserve the look and feel of Mill Creek.
 2. Work with regional partners to ensure maintenance and preservation of their land and facilities that border or are visible in Mill Creek.
 3. Encourage civic pride mentality and initiatives to help ensure cleanliness (e.g., no littering, picking up dog poop).
 4. Ensure community design and maintenance standards are upheld by providing education and enforcing codes.
 5. Invest in the health and sustainability of Mill Creek’s natural environment and provide environmental education.
 6. Develop pathways to help modernize older commercial development, including providing incentives for redevelopment.
 7. Provide services that encourage (re)investment in Mill Creek.
 8. Implement continuous improvement to identify issues and create solutions to ensure business compliance in maintaining community standards.
 9. Enhance community connectivity and transportation alternatives within Mill Creek and to nearby communities.
- (Continued)*

Projects / Initiatives

1. _____

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4. _____

Goal 2: Community Preservation

To support the development, maintenance and revitalization of public and private property to ensure the continuation of Mill Creek as a safe, clean and well maintained community.

Strategies (continued)

10. Preserve public safety to protect the safe neighborhood feel and ensure low call response times.
11. Facilitate community feedback on land-use ideas to ensure the City meets and cultivates the needs of its residents.
12. Expand tourism through unique ventures that enhance sales tax revenue.

Goal 3: Civic Pride

To achieve strong community spirit by promoting active civic participation, public-private partnerships and transparency in government.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Underscore a strong community spirit by being open to new ideas and providing opportunities for residents to be engaged.
2. Promote activities that use Mill Creek’s resources such as trails and the Town Center.
3. Develop bigger signature events that draw people to the community (e.g., Taste of Town Center, Mill Creek Olympics, scavenger walk, music festival).
4. Organize groups of all ages to collaborate on projects.
5. Recognize and honor community engagement.
6. Invest in portable event resources that can be used by staff and the community alike.
7. Develop resources to encourage and support business development and growth.
8. Foster partnerships with the schools.
9. Create City Council community engagement opportunities.
10. Enhance public access to Council meetings (e.g., live stream).
11. City Council models good civic behavior.
12. Develop a brand identity / tagline.

(Continued)

Projects / Initiatives

1. _____

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Goal 3: Civic Pride

To achieve strong community spirit by promoting active civic participation, public-private partnerships and transparency in government.

Strategies (continued)

13. License and sell Mill Creek merchandise to foster community pride.
14. Provide a robust community calendar.
15. Identify areas of improvement within the community (e.g., traffic flow, neglected business areas, inclusion of neighborhoods outside of MCCA).

Goal 4: Customer Service

To provide excellent service to all who interact with the City by recruiting, training and retaining a skilled, innovative and dynamic workforce.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Exceed customer service expectations to ensure repeat customers.
2. Continuously improve the customer service experience and find creative ways to meet their needs.
3. Make every interaction positive through courteous and helpful behavior.
4. Educate employees on customer service disconnects and how it impacts the City (e.g., delay in approval of plans can impact sales tax revenue).
5. Empower and support people who are the face of the City by providing training and equipment; take care of the people who take care of people.
6. Hire the best-qualified people.
7. Feature employees in *City Connection* to celebrate their successes and highlight how they're helping the community.
8. Recognize and honor employees for creativity and a job well done.
9. Find new customer service opportunities to generate revenue.
10. Establish a level of performance management for customer service expectations.

Projects / Initiatives

1. _____

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Goal 5: Recreational Opportunities

To facilitate diverse recreational opportunities for people of all ages.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Define what “recreational opportunities” encompass.
2. Maintain public space for recreational activities; do not sell park land.
3. Continue the City’s level of service for neighborhood parks and recreational facilities.
4. Provide safe, connected places.
5. Provide opportunities that take advantage of Mill Creek’s world-class trail system.
6. Evaluate scope of recreation classes for unmet needs and to eliminate programs that compete with those offered by local businesses.
7. Partner with other organizations to maximize recreational opportunities.
8. Ensure programming is available for all ages, and cross-market recreational offerings by other organizations in Mill Creek.
9. Develop a sports tourism corridor.
10. Conduct a sports summit and/or feasibility study to determine recreational needs and opportunities for long-term development; determine partnership opportunities.
11. Provide recreational opportunities that facilitate tourism, economic development and revenue generation.

(Continued)

Projects / Initiatives

1. _____

2. _____

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Goal 5: Recreational Opportunities

To facilitate diverse recreational opportunities for people of all ages.

Strategies (continued)

12. Partner with local businesses to cross-market tourism opportunities and encourage more visitor spend per person.
13. Identify grants to support tourism initiatives.
14. Leverage current recreational capital funds to maximize grant and other funding opportunities.

Goal 6: Public Safety

To protect the life, health and property of residents, visitors and businesses through the delivery of community focused public safety services.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Continue to grow public involvement (e.g., officers in neighborhoods, neighborhood watch groups, citizens academy, citizens patrol).
2. Partner with schools and local groups to provide public safety education (e.g., gun safety, cybersecurity, opioid epidemic).
3. Maintain the public’s sacred trust through the consistent delivery of public safety services.
4. Ensure low response times for emergencies and threats.
5. Explore technology tools to share public safety information (e.g., local alert system).
6. Ensure police and fire are properly staffed to meet service needs.
7. Solidify emergency response program.
8. Obtain accreditation and ensure public safety practices protect the City from liability.
9. Develop strong partnerships with other agencies in the region.
10. Utilize grants and alternative funding sources to pay for programs and equipment.
11. Look for outside partnerships to reduce criminal justice costs.

Projects / Initiatives

1. _____

2. _____

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Goal 7: Economic Prosperity

To engage in proactive economic development efforts that result in a robust local economy and position the City as a destination of choice.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Continue to market our current assets to set us apart. Understand Mill Creek’s place in the regional economy.
2. Find opportunities that meet unmet needs in the City and the County to create tourism avenues.
3. Don’t sacrifice local quality of life to become a destination for other people.
4. Focus on building our local economy: jobs, people, education, sports, and culture.
5. Revise the City’s goal language to note that we should achieve our nine goals without sacrificing the other goals.
6. Publicize community events to support local businesses.
7. Maintain current and obtain new revenue streams with no new taxes.
8. Identify services that we can provide to Mill Creek residents that they would be willing to pay for.
9. Attract employers of knowledge workers.
10. Retain and grow households with above-average income / wealth.
11. Identify options and make wise choices with existing resources, including the East Gateway and Dobson-Remillard properties.

(Continued)

Projects / Initiatives

1. _____

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Goal 7: Economic Prosperity

To engage in proactive economic development efforts that result in a robust local economy and position the City as a destination of choice.

Strategies (continued)

12. Explore options with Everett Public Schools for the SR527 property and partner with them.
13. Provide the greatest opportunity for businesses to thrive. Develop outreach strategies for local businesses and continue to be friendly to local businesses.
14. Support and perpetuate businesses and commercial investor returns.
15. Take a fresh look at annexation possibilities and priorities.
16. Make capital investments to enhance long-term revenue.
17. Readjust zoning requirements to enhance economic success.
18. Balance growth against short-term gain.
19. Change design standards to make certain types of development acceptable, while enforcing certain standards to protect Mill Creek's quality.
20. Develop ecotourism opportunities for the wetlands.
21. Identify challenges in and around Mill Creek that could create an opportunity for us to provide enhancement and new revenue.

Goal 8: Leadership

To influence regional, state and national matters impacting our community through the engagement of staff and elected officials.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Revise Leadership goal language to include local leadership.
2. Lead by example.
3. Be strategic first and tactical second.
4. Get out of the way and allow people to do their jobs.
5. Look to cities and states that are doing innovative things and identify opportunities that may work for us.
6. Identify and be informed about matters that impact our vision and mission.
7. Don't be afraid to take calculated risks.
8. Individual Council members must be involved regionally and actively participate in local and regional groups.
9. Have a larger presence in Olympia and more informed involvement with the state legislature.
10. Develop healthy relationships with our neighbor policy makers and leaders. Identify, foster and utilize partnerships for shared goals.
11. Maintain open government.
12. Create a Mill Creek resident satisfaction index that provides feedback and creates a benchmark against which to measure.

Projects / Initiatives

1. _____

2. _____

3. _____

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Goal 9: Long Term Planning

To maintain the City's special community character by carefully evaluating future opportunities for short and long term benefits in order to protect land use, infrastructure, economic development and service delivery standards.

Goal Overview

From a policy perspective: 1) Why is this goal important to you? 2) What do you envision achieving for the City through this goal?

Council Priorities

Strategies

1. Long-term planning is essential to long-term financial stability. We must plan and control our destiny.
2. Develop and implement tools for planning.
3. Weigh current and future opportunities against current and future needs.
4. Survey the community for current and future needs.
5. Look broadly at City connectivity as a framework for sports tourism.
6. Plan for pride and a successful community.
7. Define our future in one word.
8. Focus or emphasize on the long-term to match our vision.
9. Identify and set realistic 5- and 10-year goals.
10. Explore opportunities with Snohomish County and Everett Public Schools for the school district's property along SR527, including opportunity for an interlocal agreement.
11. Revisit annexation policies and goals.
12. Work with county and state agencies to provide services our residents expect.
13. Support and encourage local economic development.
14. Isolate current and future trends to base planning on.

(Continued)

Projects / Initiatives

1. _____

2. _____

3. _____

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Goal 9: Long Term Planning

To maintain the City's special community character by carefully evaluating future opportunities for short and long term benefits in order to protect land use, infrastructure, economic development and service delivery standards.

Strategies (continued)

15. Don't jeopardize Mill Creek's identity.
16. Don't be afraid to be an oasis, but don't ignore reality.
17. Plan with other cities and agencies regarding our growth and to encourage growth in the urban growth area.
18. Be innovative and open to new ideas.
19. Plan a long-term direction and execute toward that direction.



Date: April 10, 2018

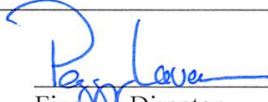
A/P Check Batches		
Dated	Check Numbers	Amount
03/15/2018	ACH-Union 76 Fleet-Feb	\$4,535.22
03/28/2018	58381-58439	\$1,048,945.87
03/30/2018	EFT Debit-Dept of Rev-Sales Tax	\$2,052.51
Total		\$1,055,533.60

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 58381 through 58439, and ACH and EFT Debit in the amount of \$1,055,533.60.

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

_____  _____
 Councilmember Finance Director

_____ _____
 Councilmember City Manager

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

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 03/14/2018
Report Time: 12:43:00 PM

Batch Summary Report by ID Number

Company Name: City of Mill 01 Effective Date: 03/15/2018
 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	\$4,535.22	C	071000288	4539508	C	

	Total Amount in Batch	Total Count in Batch
Debits	\$0.00	0
Credits	\$4,535.22	1
Prenotes	\$0.00	0

	Grand Total Amount	Grand Total Count
Debits	\$0.00	0
Credits	\$4,535.22	1
Prenotes	\$0.00	0

*Clr
3/15*

Business Licensing and Taxes

My DOR

View

Welcome, Sandra Kottke

Settings

Log Out

Home **Excise Return for 600-598-011 - 2/28/2018** View

Period

CITY OF MILL CREEK
600-598-011

Excise Tax
600-598-011

Feb-28-2018

Balance: \$2,052.51

Bank Account

Bank Account Type

Business Checking

Routing Number

125000024

Bank Name

BANK OF AMERICA, N.A. (SFNB)

Account Number

****4700

Payment

Payment Date

Mar-30-2018

Pay Balance of 2,052.51

No

Yes

Amount

2,052.51

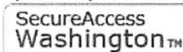
The Department of Revenue's company ID number for EFT debit transactions is 9916001118. Provide this filter number to your bank, if necessary.

Contact us

View Support ID



powered by



Access other State Agencies

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Accounts Payable

Checks by Date - Detail by Check Date

User: Jodieg
 Printed: 4/6/2018 9:26 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
58381	911SUPPL IN-11793	911 Supply Inc Logo Digitizing Charges-PD Records-Uniforms	03/28/2018		66.24
Total for Check Number 58381:				0.00	66.24
58382	ALEXPRCO 53806 54320	Alexander Printing Company Inc Business Cards-J Mead 10,000-Business Card Masters	03/28/2018		80.04 623.76
Total for Check Number 58382:				0.00	703.80
58383	ALLBATRY 800-10032256	All Battery Sales & Service Battery Replacement Repair-PW #8	03/28/2018		260.85
Total for Check Number 58383:				0.00	260.85
58384	BANKCARE	Bank of America	03/28/2018		
	1	Rebate, Lunch 02/06 K9 Conference-N Lerma			-0.81
	10	Breakfast 02/07 K9 Conference-N Lerma			12.44
	11	Lunch 02/07 K9 Conference-N Lerma			28.73
	12	Lobby Chairs-CHS			471.02
	13	Lodging 02/04-02/07 K9 Conference-N Lerma			453.33
	14	Baggage Fee 02/07 K9 Conference-N Lerma			25.00
	15	Armorer's Course 05/01-S White			250.00
	16	Toll Charges-Car #40			12.00
	17	Force Response Liability Training-B Thompson			238.00
	18	Felco CDO Commando Cutter			63.42
	19	Glock Training Class-B Foutch			250.00
	2	Lunch 02/05 K9 Conference-N Lerma			9.28
	20	Toll Charges-Car #43			14.75
	21	Sensor Cloud Monitoring Fees 02/10-03/10			9.95
	22	Toll Charges-Car #44			23.25
	23	Lock Core & Keys-HR File Cabinets			69.50
	24	Creative Problem Solving Seminar-K Mahmoud			1,400.00
	25	10 Year Service Award- Engraved Pen-B Davern			41.95
	26	10-Taser Batteries			684.48
	27	Toll Charges-Car #41			21.75
	28	Domain Name Renewal-webmail.cityofmillcreek			169.99
	29	Farmers Market Software-1 Year Subscription			496.80
	29a	Use Tax, Farmers Market Software-1 Year Subsc			-46.80
	3	Lobby Chairs-CHS			471.02
	30	Major Medical Plan-Bagira			490.72
	31	Surgery Deposit-Vet Chgs-Rasko			6,000.00
	32	Toll Charges-Staff Car #1			5.75
	33	Rasko Surgery WSU-Lodging 02/22-02/28-I Du			801.24
	34	Breakfast-Employee Meeting 03/01			179.68
	35	Locksmith Svcs-Incident #18-2780			95.00
	36	MyBuildingPermit.com Monthly Fee			59.95
	37	Toll Charges-Car #41			9.25
	38	CC Trans Fee, Felco CDO Commando Cutter			1.91

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
39		CC Trans Fee, Farmers Market Software 1 Year :			13.50
4		Baggage Fee 02/05 K9 Conference-N Lerma			25.00
5		Dinner 02/06 K9 Conference-N Lerma			17.11
6		Lunch 02/06 K9 Conference-N Lerma			20.34
7		Airport Parking 02/04-02/07 K9 Conference-N L			89.66
8		Transportation 02/07 K9 Conference-N Lerma			12.88
9		Transportation 02/07 K9 Conference-N Lerma			1.00
Total for Check Number 58384:				0.00	12,992.04
58385	BANKCR20	Business Card	03/28/2018		
1		2018 Standard Specifications-Road, Bridge, Mur			81.68
10		Supplies-Concrete-CHS			18.96
11		Supplies-Streets			9.11
12		Hardware-City Hall Signs			24.69
13		Tools-Bits-Parks			25.38
14		Tools-Bits-Parks			49.62
15		Four Way Key			9.14
2		Door Handle-PW #6			15.99
3		Supplies-Washers, Grease, Coil Strap-CHN			32.51
4		Industrial Cleaner, Sink Strainer-Parks			31.00
5		Pesticide Training Class 03/28-03/29-M Combs			120.00
6		Supplies-Sink Plumbing-CHN			17.33
7		Heat Repair-CHN			154.52
8		Supplies-Bolt Stock			10.60
9		Supplies-Bolt Stock			1.94
Total for Check Number 58385:				0.00	602.47
58386	BANKCR26	Business Card	03/28/2018		
1		Refreshments-Council Candidate Interviews 02/			17.61
2		Dinner 02/06-Council & Leadership Team-Coun			84.22
3		Refreshments-Council Candidate Interviews 02/			19.85
4		Economic Forecast by Banner Bank 02/21-P Pru			90.00
4a		Economic Forecast by Banner Bank 02/21-R Pol			45.00
5		2018 WMCA Academy & Conference 03/13-03/			500.00
6		SAO Lean Training-Mtg Room&Lunch 02/22-L			474.28
7		Supplies-Exec, Lean Training, Filing Cabinet M			138.25
8		Understanding Student Homelessness-P Pruitt			15.00
Total for Check Number 58386:				0.00	1,384.21
58387	BLUELINE 14641	The Blueline Group Sweetwater Ranch Sinkhole	03/28/2018		8,758.50
Total for Check Number 58387:				0.00	8,758.50
58388	BRAUNB 2018-0315	Beth Braun Comm&Marketing Consulting Services 03/05-0:	03/28/2018		2,040.00
Total for Check Number 58388:				0.00	2,040.00
58389	CBALDDDES Graphic Design Graphic Design2	Christopher Baldwin Design Police-Branded Forms Template & Principle Pos 35th Ave-Summer Construction Map	03/28/2018		500.00 600.00
Total for Check Number 58389:				0.00	1,100.00
58390	CINTAS 460288661 460288661A	Cintas Corporation Loc. #460 Floor Mat Service 01/05 Floor Mat Service 01/05	03/28/2018		84.97 49.55

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	46033018	Floor Mat Service 03/16			84.97
	46033018a	Floor Mat Service 03/16			49.55
			Total for Check Number 58390:	0.00	269.04
58391	CITYEVE I18001336	City of Everett Animals Brought to Shelter-February	03/28/2018		185.00
			Total for Check Number 58391:	0.00	185.00
58392	COMCAST 0457011	Comcast High Speed Internet Fee 03/18-04/17	03/28/2018		314.87
			Total for Check Number 58392:	0.00	314.87
58393	COPIETC AR30822	Copiers Etcetera, Inc. Repairs & Maint-Copy Machines	03/28/2018		1,166.36
			Total for Check Number 58393:	0.00	1,166.36
58394	DANAT 6720	Trudy Dana Babysitting Safety Class (March) 03/19-03/21 #	03/28/2018		637.00
			Total for Check Number 58394:	0.00	637.00
58395	DEPTL&I 295769	Department of Labor & Industries Inspect Hot Water Heater-Library	03/28/2018		23.30
			Total for Check Number 58395:	0.00	23.30
58396	DLYJOURC 3334750	Daily Journal of Commerce BC: 35th Ave Reconstruction Ad-DJC	03/28/2018		304.00
			Total for Check Number 58396:	0.00	304.00
58397	ECITYHAR 239753	Emerald City Harley-Davidson Performance Clutch Plates, LOF-Motorcycle	03/28/2018		656.24
			Total for Check Number 58397:	0.00	656.24
58398	ELLITIRE 064462001192 064462001217 064462001229 064462001232 064462001262 064462001325	PepBoys-Remittance Dept LOF, Air Filter, Small Bulbs-Car #42 Replace Fuel Pump Assembly, Harness Connect LOF, Spark Plugs, Engine Diagnostic, Ignition C Remove & Replace Oil Pan, Wiper Blades-Car # LOF, Wiper Blades, Air Filter-Car #41 LOF, Small Bulbs Installed-Car #43	03/28/2018		72.41 657.09 631.19 607.85 94.14 47.74
			Total for Check Number 58398:	0.00	2,110.42
58399	EMSECDEP 18012480RDUG8 18012481RDUG5 18012482RDUG5 18012483RDUG5 18012484RDUG5	Employment Security Depart 2-Work History Research Case #2017-2264 2-Work History Research Case #2017-2264 2-Work History Research Case #2017-2264 2-Work History Research Case #2017-2264 2-Work History Research Case #2017-2264	03/28/2018		7.50 7.50 7.50 7.50 7.50
			Total for Check Number 58399:	0.00	37.50
58400	EVERHYDR 0000025920	Everett Hydraulics Inc Inspection, Valve Assembly Removal & Reseal-I	03/28/2018		524.37

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 58400:	0.00	524.37
58401	FONGJ 6734	Jeffrey Fong Photography: Digital Basic (Winter) 02/22-03/22	03/28/2018		364.00
			Total for Check Number 58401:	0.00	364.00
58402	GRYOSBRN 17559.01-2 17559.01-2a 18410.00-3	Gray & Osborne Inc 2017-1380 WO1-Division 1 Boiler Plate 2017-1380 WO1-Division 1 Boiler Plate 35th Ave Recon-Constructability & Bidability R	03/28/2018		851.86 800.00 1,477.98
			Total for Check Number 58402:	0.00	3,129.84
58403	GTHENORTH 0326-110804-5 6974-081899-5	Frontier Alarm System Line Chgs-Cook House CC Line/Security System Line 03/19-04/18	03/28/2018		52.27 167.86
			Total for Check Number 58403:	0.00	220.13
58404	HORIZON 2M066999 2M067127	Horizon Supplies-Ditches/Ponds Edger Blade Replacements	03/28/2018		204.46 17.62
			Total for Check Number 58404:	0.00	222.08
58405	JRWENTRP 4026	JRW Enterprises Re-Key HR Offices-CHS	03/28/2018		160.08
			Total for Check Number 58405:	0.00	160.08
58406	KCDA 300263923 300263923a 300263923b 300265212 300265212a 300265212b	KCDA Purchasing Cooperative Passport Supplies-Envelopes, Labels, Staplers Supplies-4x6 Post-Its-G Pfister General Supplies-3x3 Note Pads, 2x2 Note Pads, General Office Supplies-Tape Finance Office Supplies-Calculator, Paper Clips Police Office Supplies-4" Binders	03/28/2018		79.00 10.42 33.79 23.93 3.31 22.22
			Total for Check Number 58406:	0.00	172.67
58407	LAKEFORP 2018MillCreekPD	City of Lake Forest Park Dangerous Crossroads Ahead Training-J Saga &	03/28/2018		100.00
			Total for Check Number 58407:	0.00	100.00
58408	NELSONM 6663 6664	Melissa Nelson Music for Preschool-Feb (9:30am) 02/16-03/16 Music for Preschool-Feb (10:30am) 02/16-03/16	03/28/2018		773.50 728.00
			Total for Check Number 58408:	0.00	1,501.50
58409	NWARBORI 8321	Northwest Arboriculture LLC Hazard Tree Removal-Heron Park	03/28/2018		2,086.56
			Total for Check Number 58409:	0.00	2,086.56
58410	OUTEREDG 6728	Outer Edge Crossfit Youth Fitness (Winter) 01/27-03/24 #6728	03/28/2018		826.80
			Total for Check Number 58410:	0.00	826.80

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
58411	PERTEET 20160281.003-8 20160281.004-2 20160281.006-4 20160281.008-3 20160281.009-2 20160281.010-2 20160281.013-1	Perteet Inc Gen Engineering Support 01/29-03/04 Prof Serv-Creekside West Drainage Review 10/3 TMDL Testing-NPDES 2 Permit 01/29-03/04 Prof Serv-The Learning Experience Dev Drainag NPDES Phase 1-Stormwater Permit Application NPDES Phase 2-Stormwater Permit Compliance Prof Serv-Canyon Creek Church 02/06-03/04	03/28/2018		1,768.63 810.00 80.00 1,485.00 2,655.00 4,176.71 765.00
Total for Check Number 58411:				0.00	11,740.34
58412	PFISTERG Reimb	Gina Pfister Reimb Mileage-WMCA Conference 03/12-03/11	03/28/2018		245.25
Total for Check Number 58412:				0.00	245.25
58413	PILCHVT 74827	Pilchuck Vet Hospital Rasko-Medical 02/22	03/28/2018		2,982.64
Total for Check Number 58413:				0.00	2,982.64
58414	PITNEYW 800090000046343	Purchase Power Postage-Refill Postage Meter	03/28/2018		2,000.00
Total for Check Number 58414:				0.00	2,000.00
58415	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main St 02/16-03/20 15728 Main St 02/16-03/20	03/28/2018		478.14 897.40
Total for Check Number 58415:				0.00	1,375.54
58416	SCFIRDS MC-18-01	Sno County Fire District #7 Fire Interlocal Agreement-1st Qtr	03/28/2018		930,227.25
Total for Check Number 58416:				0.00	930,227.25
58417	SHI B07903131 B07905923 B07937718	SHI International Corp Adobe Licenses-Comm & Marketing - 04/01/18- 4-Windows Desktop Op System, Office Plus, Se Sonicwall Adv. Gateway Security Suite	03/28/2018		2,085.67 5,989.64 1,891.39
Total for Check Number 58417:				0.00	9,966.70
58418	SHORTCR 494726	Short Cressman & Burgess PLLC Prof Legal Services-Engr-Feb	03/28/2018		6,964.96
Total for Check Number 58418:				0.00	6,964.96
58419	SHREDIT 8124341034	Shred-It USA Inc Shredding Service Fee	03/28/2018		87.30
Total for Check Number 58419:				0.00	87.30
58420	SNDPUBIN EDH799333	Sound Publishing Inc 35th Ave Recon Ad-Construction Bids-Herald	03/28/2018		113.52
Total for Check Number 58420:				0.00	113.52
58421	SNOCOC 2018-4382	Snohomish County Corrections Jail Service Fees-Jan	03/28/2018		18,624.34

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 58421:	0.00	18,624.34
58422	SNOCOPW 1000465419 1000465419a 1000465419b	Snohomish County Public Works RR7553 - Mill Crk Rd/Village Grn - Jan RR7573 - 35th SE & 148th SE - Jan RR7869 - Mill Crk Blvd at Main - Jan	03/28/2018		209.13 1,133.44 176.74
			Total for Check Number 58422:	0.00	1,519.31
58423	SNOCPU 2001-0143-4 2001-5445-8 2013-5396-8 2017-5296-1 2019-4860-1 2022-1236-1 2022-3010-8 2024-6104-2 2026-6749-9 2026-9300-8 2028-5205-9 2031-6469-4 2032-1155-2 2033-4808-1 2033-8815-2	PUD No. 1 of Snohomish County 2725 Seattle Hill Rd 02/08-03/12 2720 Seattle Hill Rd 02/08-03/13 15728 Main St 02/06-03/07 15429 1/2 Bothell Everett Hwy 02/08-03/09 13903 N Creek Dr 02/15-03/19 928 Dumas Rd 02/15-03/19 1900 164th St SE 02/08-03/13 15803 32nd Ave SE 02/08-03/12 2024 Seattle Hill Rd 02/08-03/13 15720 Main St 02/15-03/15 15720 Main St Unit B 02/15-03/15 13510 N Creek Dr 02/15-03/17 13628 N Creek DR 02/15-03/19 14810 35th Ave SE 02/08-03/12 15429 Bothell Everett Hwy 02/08-03/08	03/28/2018		17.82 18.36 1,526.20 17.66 1,064.47 131.27 22.98 88.24 39.79 1,731.95 336.17 50.61 90.28 72.96 25.65
			Total for Check Number 58423:	0.00	5,234.41
58424	SNOKING 63233	Sno-King Stamp, Inc. 2 Name Plates-Brian Hyatt-Planning Comm & E	03/28/2018		28.99
			Total for Check Number 58424:	0.00	28.99
58425	STAND 600156-0001	Standard Ins. Company RA Life, AD&D & LTD Prem MEBT-ER Paid-April	03/28/2018		4,225.21
			Total for Check Number 58425:	0.00	4,225.21
58426	STAND2 600156-0002	Standard Ins. Company RA Survivor Prem-MEBT-ER Paid-April	03/28/2018		2,090.37
			Total for Check Number 58426:	0.00	2,090.37
58427	STAPLEAD 8048890554 8048890554a	Staples Advantage Office Supplies-Tape, Trays, Staple Remover, Sc Copy Paper-All Depts	03/28/2018		123.60 418.42
			Total for Check Number 58427:	0.00	542.02
58428	STARDMSV 011787-IN 011787-INa	Stardom Services Inc Janitorial Services-March-CHN Janitorial Services-March-CHS	03/28/2018		1,184.13 995.00
			Total for Check Number 58428:	0.00	2,179.13
58429	STATEAUD L124207	State Auditor's Office State Audit Services 2016-2016	03/28/2018		1,521.60
			Total for Check Number 58429:	0.00	1,521.60
58430	STERICYC	Stericycle Inc	03/28/2018		

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	3004199974	Biomedical Waste Services-Monthly Fee			52.80
			Total for Check Number 58430:	0.00	52.80
58431	SUMLAW 91186	Summit Law Group Prof Serv-General Labor-Guild Through 02/28	03/28/2018		2,252.50
			Total for Check Number 58431:	0.00	2,252.50
58432	TERMINIX 373782730	Terminix Processing Center Pest Control-WO#15169880472-Library	03/28/2018		80.59
			Total for Check Number 58432:	0.00	80.59
58433	TILTHALL 104506	Tilth Alliance 2018 Farm Guide Listing Package-Farmers Mar	03/28/2018		175.00
			Total for Check Number 58433:	0.00	175.00
58434	ULINE 95725413	Uline 500-Swag Bags-Eggstravaganza	03/28/2018		57.89
			Total for Check Number 58434:	0.00	57.89
58435	UPS 00009X8014108	United Parcel Service UPS Charges-PD	03/28/2018		14.81
			Total for Check Number 58435:	0.00	14.81
58436	VANHOLLT 6739	Tenille Van Hollebeke Cupcake Class (Easter Cupcakes) 03/24 #6739	03/28/2018		192.50
			Total for Check Number 58436:	0.00	192.50
58437	WAALARM 432090 432092 432093 432094	Washington Alarm 2nd Qtr Monitoring/Cellular Chgs-Cook House () 2nd Qtr Monitoring/Cellular Chgs-Library 04/01 2nd Qtr Monitoring/Cellular Chgs-Cook House I 2nd Qtr Monitoring/Cellular Chgs-CHN 04/01-0	03/28/2018		75.00 159.00 114.00 258.00
			Total for Check Number 58437:	0.00	606.00
58438	WAVEDIV 04942056	WaveDivision Holdings, LLC Fiber Lease-15728 Main St-To 3000 Rockefeller	03/28/2018		657.78
			Total for Check Number 58438:	0.00	657.78
58439	WDHRBNGI 1248541	Wood Harbinger Prof Serv-City Hall DDC Upgrade Through 02/2	03/28/2018		267.25
			Total for Check Number 58439:	0.00	267.25
			Total for 3/28/2018:	0.00	1,048,945.87
			Report Total (59 checks):	0.00	1,048,945.87



Date: April 10, 2018

Payroll Check Batches		
Dated	Check Numbers	Amount
03/23/2018	ACH Automatic Deposit Checks	\$162,383.92
03/23/2018	ACH Wire- FWT & Medicare Taxes	\$28,648.98
03/23/2018	ACH Wire MEBT- Wilmington Trust	\$30,788.25
03/23/2018	ACH Wire- ICMA RC- Def. Comp	\$1,506.71
03/23/2018	ACH Wire- BAC- Flex Spending Acct	\$1,167.05
04/04/2018	ACH Wire- Assoc. of WA Cities	\$82,195.06
Total		\$306,689.97

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 \$306,689.97.

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

Councilmember

Councilmember

Peggy Lauen

Finance Director

City Manager

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

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#: 12 Pay Date:03/23/2018 P/E Date:03/15/2018
 Qtr/Year:1/2018 Run Time/Date:19:19:27 PM EDT 03/21/2018

Taxes Debited	Federal Income Tax	22,045.36	
	Earned Income Credit Advances	0.00	
	Social Security - EE	0.00	
	Social Security - ER	0.00	
	Social Security Adj - EE	0.00	
	Medicare - EE	3,301.78	
	Medicare - ER	3,301.84	
	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	28,648.98	
	Other Transfers	Full Service Direct Deposit Acct. No.000060104700Tran/ABA125000024	162,383.92
	Total Amount Debited From Your Account		191,032.90
Bank Debits & Other Liability	Checks	0.00	
	Adjustments/Prepay/Voids	0.00	
Taxes- Your Responsibility	None this payroll		
			191,032.90
			Total Liability
			191,032.90

Payment Details Report

Bank of America
Merrill Lynch



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 03/23/2018 1:17:17 PM CDT

Domestic High Value (Wire)

Payment Category: Urgent/Wire

Status: Confirmed by Bank
Transaction Number: 183NC1748BDU0U25

Template Name: MATRIX/MEBT
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 I:
JPMORGAN CHASE BANK, NA
1111 POLARIS PKWY
COLUMBUS
US - United States of America

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 30,788.25

Value Date: 03/23/2018

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: sankotke
Approved: sankotke
Initial Confirmation: WTX:2018032300318747
Confirmation #: CHPR:0408365

Input Time: 03/23/2018 12:17:55 PM CDT
Time: 03/23/2018 12:51:12 PM CDT

CK
3/23

Payment Details Report



Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 03/23/2018 1:16:50 PM CDT

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

Status: Confirmed by Bank
Transaction Number: 183NC1648IYV2613

Template Name: ICMA 457 Plan
Template Code: ICMA

Debit Account Information

Debit Bank:
Debit Account:
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
Beneficiary Bank ID:

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: 1,506.71

Value Date: 03/23/2018

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:2018032300318746
Confirmation #: FEDR:20180323B6B7HU2R009577

Input Time: 03/23/2018 12:16:55 PM CDT
Time: 03/23/2018 12:51:12 PM CDT

*cr
3/23*

ACH Cash Pro Online
City of Mill Creek

Report Date: 03/23/2018
Report Time: 01:01:05 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	03/26/2018
ACH ID:	2911225895	Batch Sequence:	1
Application Name:	CCD Payments and Collections	Database Name:	BAC
Batch Status:	Submitted	Created By:	SANKOTTKE
Released By:	SANKOTTKE		

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$1,167.05	C			C	0052344

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$1,167.05	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$1,167.05	1
Prenotes	\$0.00	0

cr
3/26

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

ACCOUNT SUMMARY - contains all changes to this account as of 04/04/2018 12:19:32 PM

FUND: 100

ACCOUNT NUMBER: 186 L

BILL MONTH: 04/2018
COVERAGE MONTH: 04/2018
PAYMENT DUE BY: **04/10/2018**
CURRENT BILLING AMOUNT: \$82,195.06
PRIOR OVERAGE OR SHORTAGE: \$0.00
ADJUSTMENTS: \$0.00
TOTAL AMOUNT DUE: **\$82,195.06**

100 186 L 042018 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	04/2018	\$ <u>82,195.06</u>

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

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

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

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

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

JUNE						
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
		Council				

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: April 3, 2018

April 24, 2018

(Agenda Summary due April 10)

- Senior Center Contract Renewal - 2018
- 35th Construction Project
 - Bid Award
 - Communications Plan
- Reports
 - Quarterly Financial Report
 - Labor Management Minutes

May 1, 2018

(Agenda Summary due April 17)

- Proclamation: Music4Life
- Presentation: EGUV Development Agreement
- Beaver Management Plan
- Work Session:
 - Code Revision - Repeal of Board of Appeals/Adjustment
 - Administrative approval of long plats

May 8, 2018

(Agenda Summary due April 24)

- Exploration Park
 - Bid Award
 - Schedule
 - Communications Plan
- Presentation: Website Update - 6 Month Check In
- Presentation: Sports Tourism Feasibility Study
- Reports
 - Memorial Day Update

May 22, 2018

(Agenda Summary due May 8)

- Check Presentation: AWC Scholarship Nominee
- WRIA 8 ILA
- Work Session:
 - HR Policies - Chapter 6 (Leave)

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

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

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

June 12, 2018

(Agenda Summary due May 29)

- Long term planning impacts from Paine Field commercial flights.

Work in Progress – Upcoming Agenda Items

- Personnel Policies and Procedures
- Freedom Field Grant Contract
- Freedom Field Construction Contract
- Budget Calendar
 - CIP Policies
 - Financial Policies

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