

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 • John Steckler • Stephanie Vignal

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) 921-5725 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 residency 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. 2020 - 859

Next Resolution No. 2020 - 586

**March 10, 2020
City Council Meeting
6:00 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AUDIENCE COMMUNICATION

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

PRESENTATIONS

- B. East-West Corridor Study and Light Rail Station Area Planning (Growth Management Act Planning)
(Gina Hortillosa, Director of Public Works and Development Services; Tom Rogers, Planning Manager; Jay Larson, Transportation Coordinator for Snohomish County)

PUBLIC HEARING

Extended from the March 3, 2020 City Council Meeting

C.

NEW BUSINESS

- D. Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs) – Award Construction Contract
(Gina Hortillosa, Director of Public Works and Development Services; Matthew Feeley, Supervising Engineer)

CONSENT AGENDA

- E. Approval of Checks #61547 through #61593 and ACH Wire Transfers in the Amount of \$154,984.54
(Audit Committee: Councilmember Vignal and Councilmember Todd)
- F. Payroll and Benefit ACH Payments in the Amount of \$230,868.07
(Audit Committee: Councilmember Vignal and Councilmember Todd)
- G. City Council Meeting Minutes of March 3, 2020

REPORTS

- H. Mayor/Council
- I. City Manager
- Council Planning Schedule
- J. Staff
- Report, etc.

AUDIENCE COMMUNICATION

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

RECESS TO EXECUTIVE SESSION

- L. Discuss potential litigation with legal counsel per RCW 42.30.110(1)(i)

ADJOURNMENT



Agenda Item # _____

Meeting Date: March 10, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: EAST-WEST CORRIDOR STUDY AND LIGHT RAIL STATION AREA PLANNING [GROWTH MANAGEMENT ACT PLANNING]

PROPOSED MOTION:

None. Presentation and City Council discussion only.

KEY FACTS AND INFORMATION SUMMARY:

At the February 4, 2020 City Council meeting, staff presented the proposed Vision Statement for the Mill Creek Boulevard Subarea Plan. The Vision Statement is important as it will be used by the Planning Advisory Committee (PAC) to formulate the following three land use scenarios:

- Baseline (no land use changes; only Public Works improvements)
- Some intensity of residential/commercial
- Another intensity of residential/commercial-

At the meeting, the Council requested additional background information on issues related to growth that could affect the Mill Creek Boulevard Subarea (and the City as a whole) before considering a Vision Statement for the Subarea.

The subject of tonight's presentation is Growth Management Act (GMA) transportation and land use planning efforts conducted by Snohomish County for land within the Southwest Urban Growth Area (SWUGA), of which Mill Creek is a part. Jay Larson, AICP, Transportation Coordinator for Snohomish County, will make the presentation.

East West Corridor Study

The East-West Corridor Study provides recommendations to potentially improve the east/west transportation connections in the SWUGA. The recommendations in the study could be incorporated into the County's 2023 Comprehensive Plan update. While implementation would likely take many years, the study is relevant to Mill Creek and the Mill Creek Boulevard Subarea for several reasons:

One of the corridors proposed for widening is 164th Street between Mill Creek and Highway 99. This corridor is adjacent to the Mill Creek Boulevard Subarea. The Orange Line plans presented by Community Transit to the Council currently show widening of 164th Street adjacent to the proposed stop located in the Subarea. This extra lane is being constructed in anticipation of future widening to the east, which could be used for Business Access and Transit (BAT) lane.

The implications to the City of 164th Street being widened east of the City is that the City would need to construct complementary improvements within the City limits to match those

City Council Agenda Summary

Page 2

improvements. These improvements would include widening the road for an additional lane in both directions (including widening a bridge). The improvements would also include improving two intersections within the Subarea (164th Street/Mill Creek Boulevard and 164th Street/SR 527).

Sound Transit Station Area Planning

The County has recently completed a study for the Sound Transit 3 (ST3) stations planned for the SWUGA. ST3 is the extension of light rail from Lynwood to Everett scheduled to be completed by 2036. The south station is situated at the intersection of 164th Street and Ash Way; the north station is located near the intersection of Interstate 5 and 128th Street. The plan recommends transit oriented development (TOD) at the stations and was done in preparation for the County's 2023 Comprehensive Plan update. Implementation could occur in conjunction with the construction of light rail to Everett, which is planned to arrive in 2036.

In addition to the planning for the stations, the County will also be looking at the area between Lynnwood and Mill Creek to determine if greater densities and other urban uses can be provided to accommodate the growth anticipated in Vision 2050. If future development occurs at greater densities, increased traffic can be expected on 164th Street. On the other hand more population and greater transit service will provide more customers to businesses in Mill Creek.

Context

It is important to understand that what will be presented at the meeting are the results and recommendations from two studies. The results of these studies have not yet been adopted in the Snohomish County Comprehensive Plan. However, the study provides a strong indication of what is going to be considered and evaluated as part of the County's 2023 Comprehensive Plan update. It is also important to note that both the City and County will be updating our comprehensive plans over the next few years. Given the amount of change in land use designations likely to occur in unincorporated Snohomish County and the supporting transportation systems necessary to meet Vision 2050 targets, it is especially important to coordinate our comprehensive plans.

Next Steps

In addition to last week's and tonight's meeting, two more meetings are planned over the next several weeks relative to the Mill Creek Boulevard Subarea Plan:

- On March 24th OTAK and staff will provide current economic/market information about the Mill Creek Boulevard Subarea compared to the economic conditions that were present for the development of the Mill Creek Town Center. In addition, estimates of economic costs and benefits of more intense development in the Mill Creek Boulevard Subarea will be presented.
- On April 7th staff will bring the Vision Statement back to the City Council for consideration so direction can be provided to the PAC.

City Council Agenda Summary
Page 3

CITY MANAGER RECOMMENDATION:

None. Presentation and City Council discussion only.

ATTACHMENTS:

PowerPoint Presentation

Respectfully Submitted:

Michael G. Ciaravino

Michael G. Ciaravino
City Manager



Snohomish County East-West HCT Access Study Station Area Planning Study

Mill Creek City Council
March 10, 2020

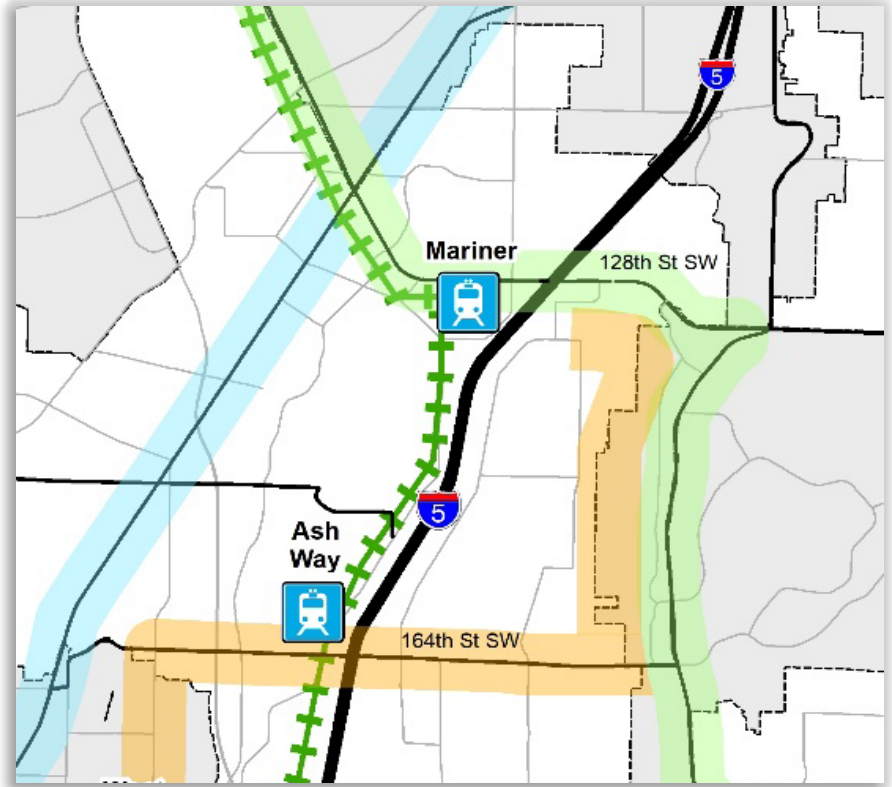


Light Rail Communities



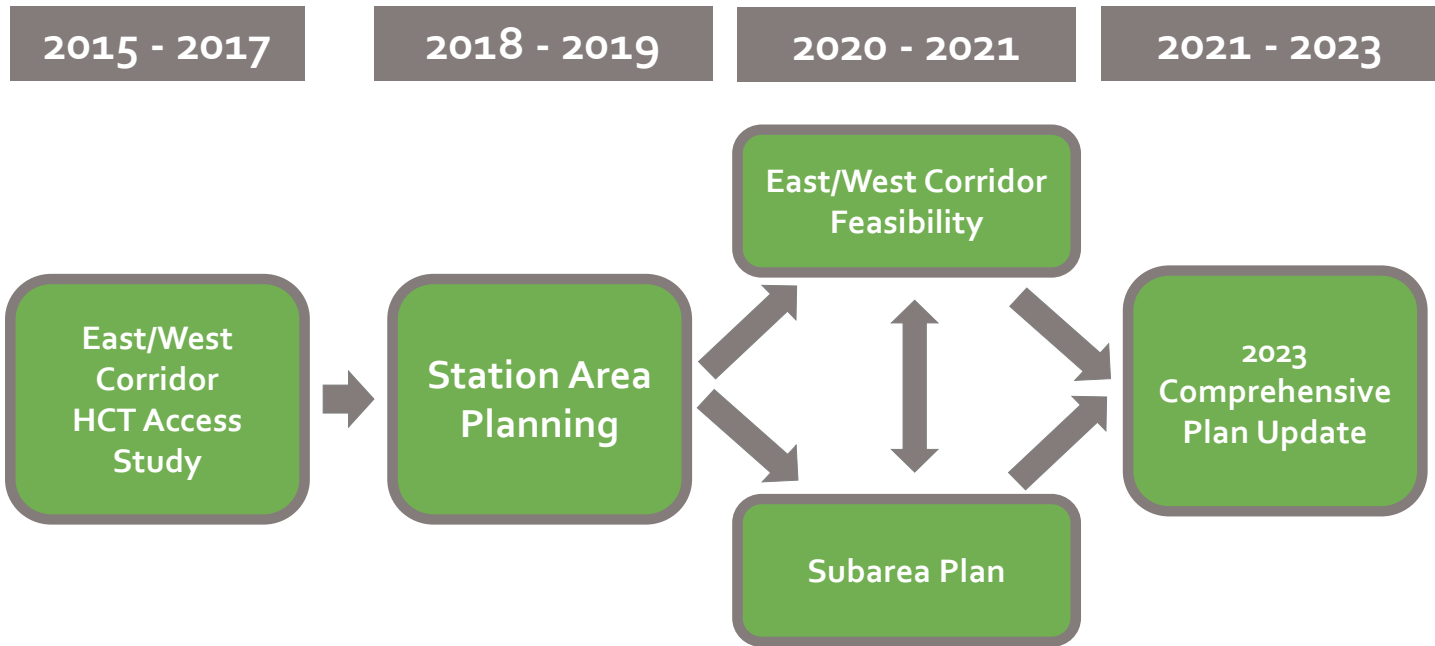
Context

- Located near the congested 128th/I-5 and 164th /I-5 interchanges
- Traffic forecasted to increase by more than 25% on 128th and 164th
- Located in area with the highest population density in unincorporated county
- Is well-served by Community Transit's Swift Bus Rapid Transit





Big Picture Timeline





East/West Corridor High-Capacity Transit Access Study

Study Purpose

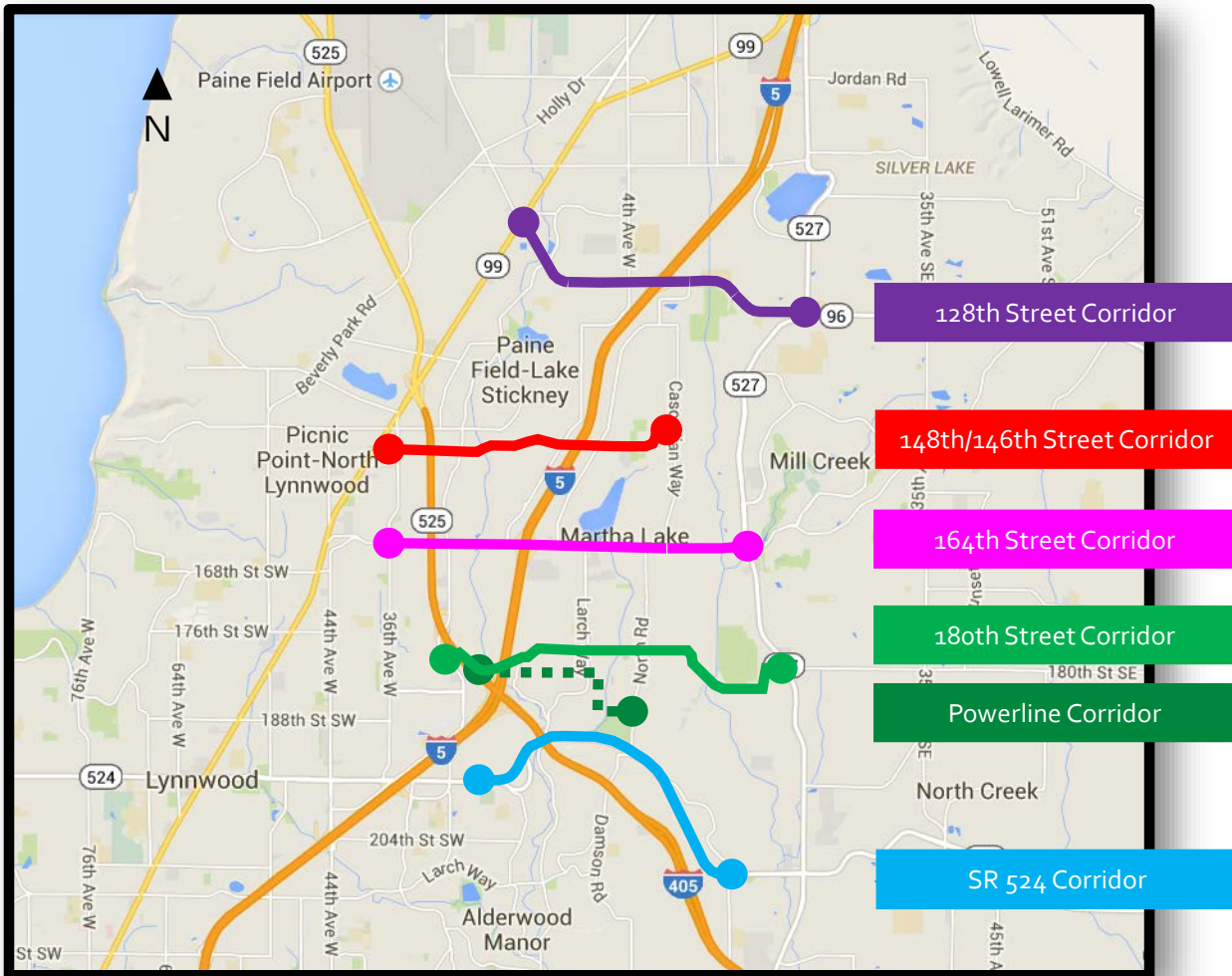
- Identify opportunities for increased east/west arterial capacity in southwest Snohomish County
- Identify opportunities for increased roadway capacity crossing I-5
- Consider future connectivity to planned light rail stations at 164th/I-5 and 128th St /I-5
- Consider need to accommodate *Swift* BRT along 128th St and 164th St

Consultant Team

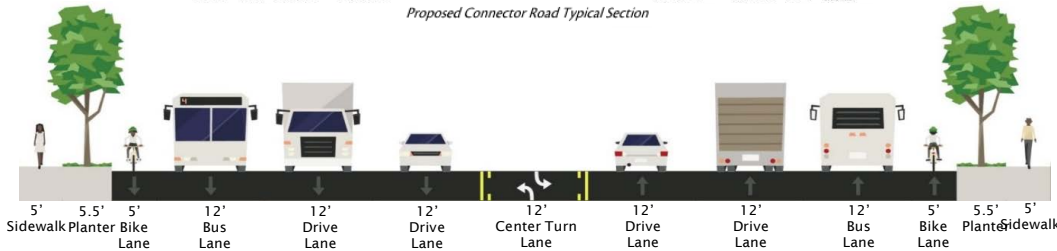
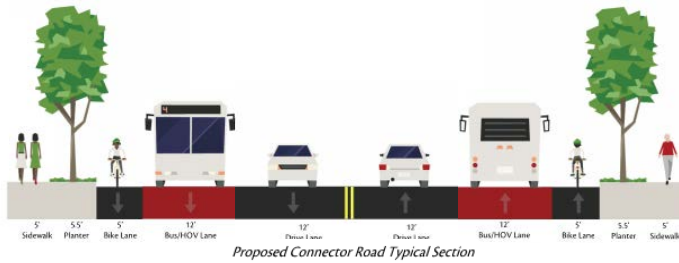
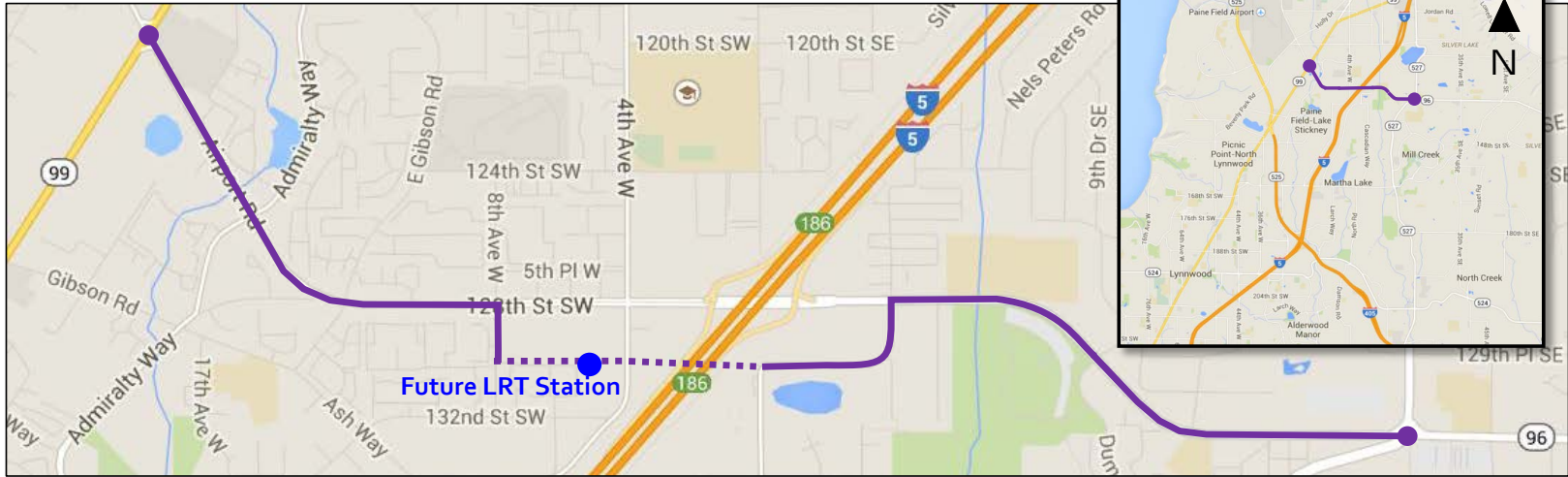
- Perteet
- Parsons Brinkerhoff
- Fehr and Peers



East/West Study Corridors



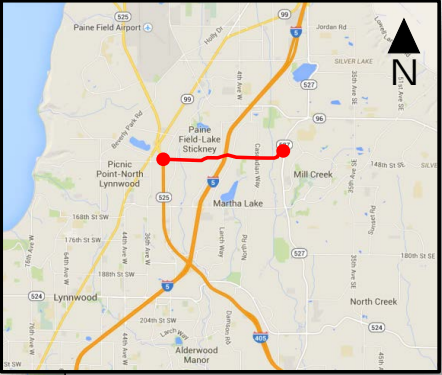
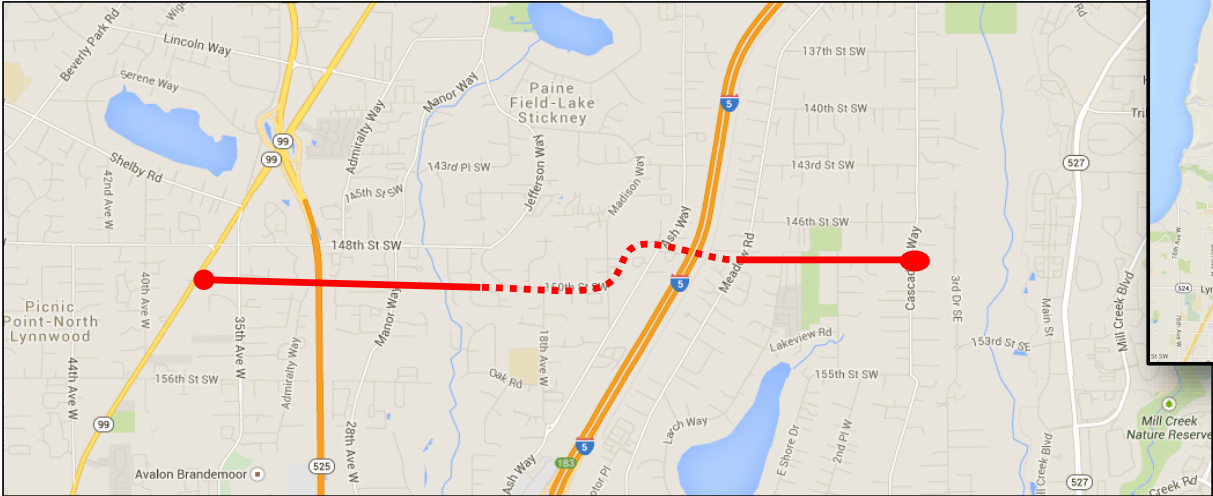
Study Recommendation: 128th/130th St Corridor



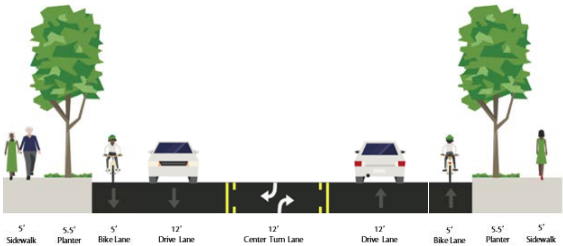
Existing Roadway

New Roadway

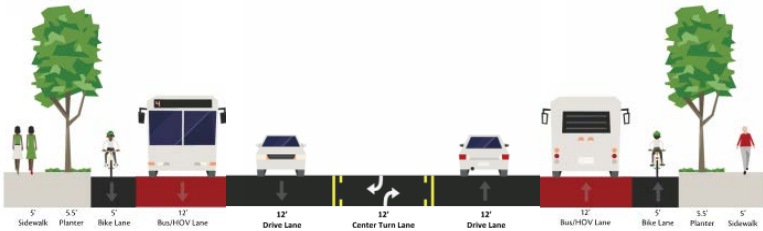
Study Recommendation: 148th St Corridor



Existing Roadway
 New Roadway

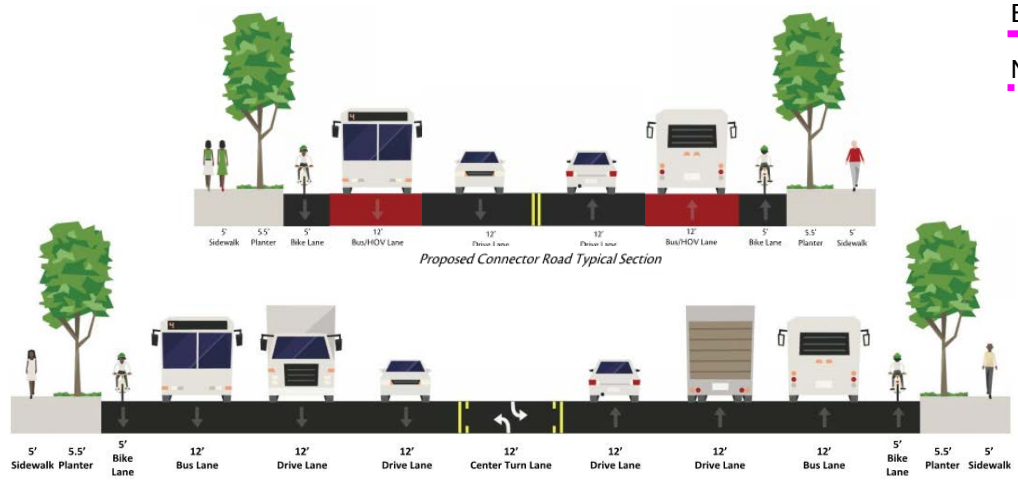
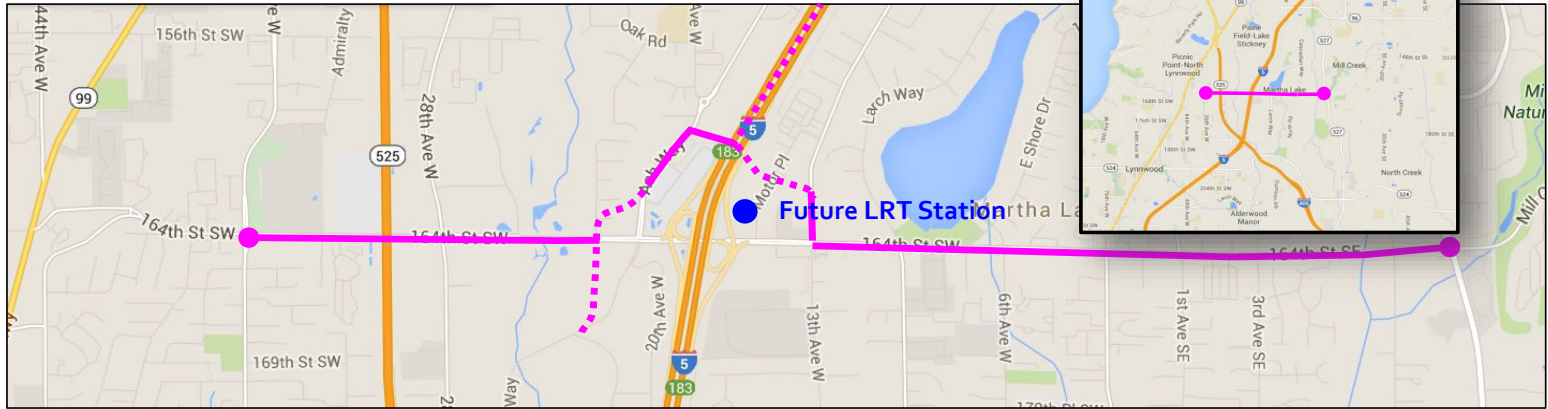


Proposed Typical Section on 146th/148th Street



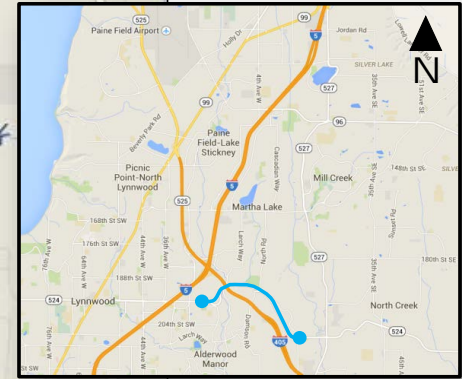
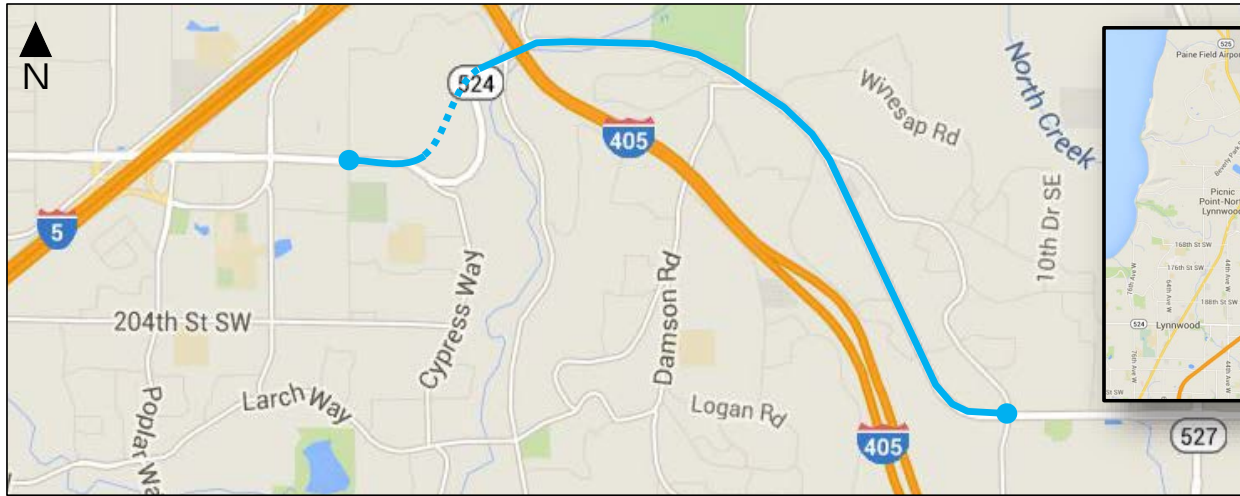
Proposed Typical Section on 128th Street and 164th Street

Study Recommendation: 164th St Corridor



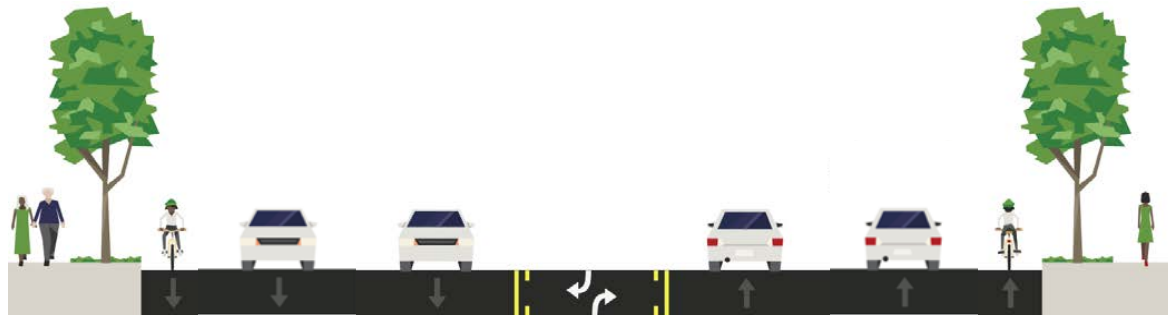
Existing Roadway
 New Roadway

Study Recommendation: Maltby Rd Corridor



Existing Roadway

New Roadway



- 5' Sidewalk
- 5.5' Planter
- 5' Bike Lane
- 12' Drive Lane
- 11' Drive Lane
- 13' Center Turn Lane
- 11' Drive Lane
- 12' Drive Lane
- 5' Bike Lane
- 5.5' Planter
- 5' Sidewalk



Light Rail Communities Station Area Planning Study

Study Purpose

- Identify prospective light rail station locations
- Identify transit, vehicle, pedestrian and bicycle access to these station locations
- Identify transit oriented development opportunities
- Prepare a market study for the light rail station locations
- Develop concepts that tie it all together

Consultant Team

- Perteet
- WSP
- MAKERS
- Leland
- EnviroIssues





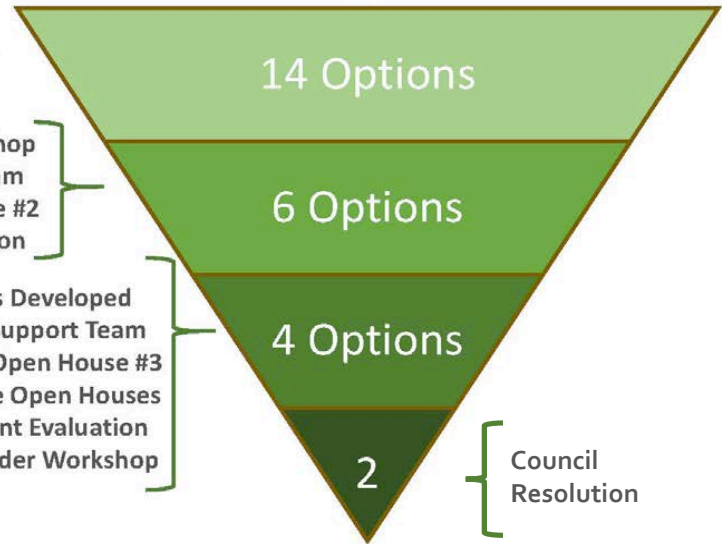
Process of Identifying Options

- Market Analysis
- Agency Support Team
- On-line Open House #1
- Stakeholder Workshop

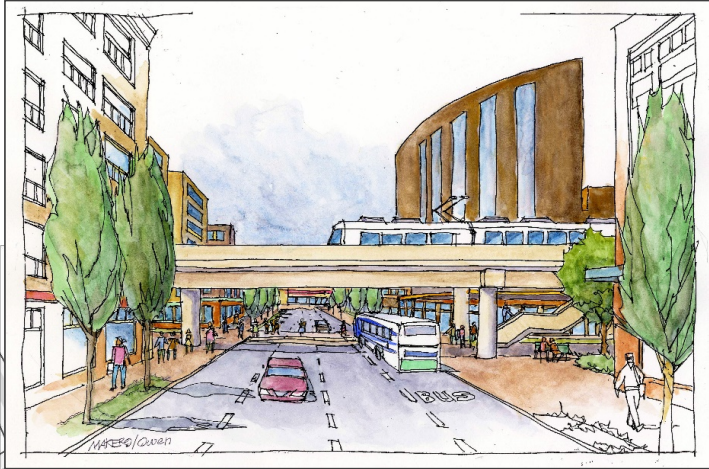
- Consultant Evaluation
- Stakeholder Workshop

- Stakeholder Workshop
- Agency Support Team
- On-line Open House #2
- Consultant Evaluation

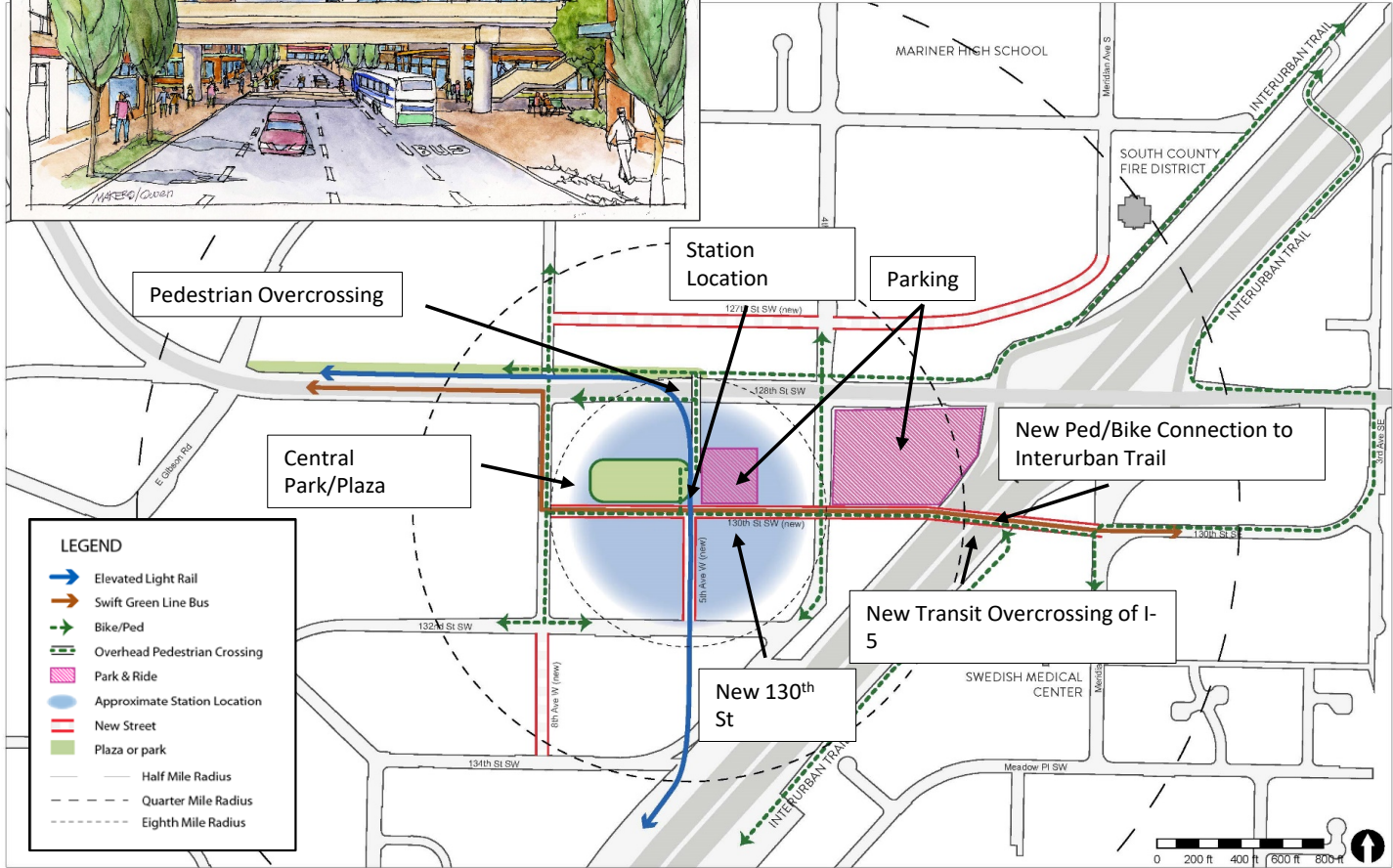
- Concepts Developed
- Agency Support Team
- On-line Open House #3
- 2 On-Site Open Houses
- Consultant Evaluation
- Stakeholder Workshop



Light Rail Communities



Mariner Station Area Concept





Mariner Station Area Concept

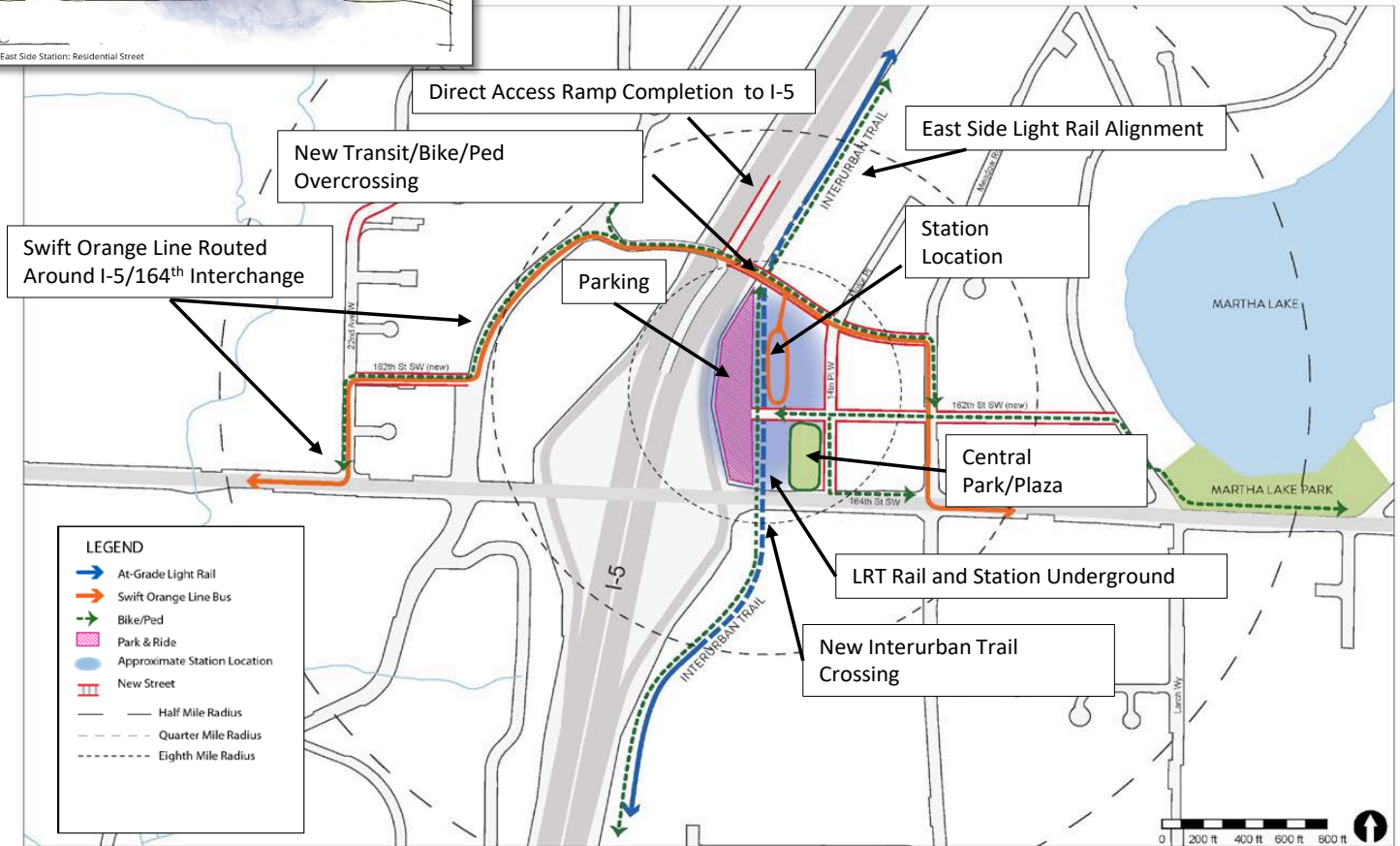


Light Rail Communities





Ash Way Station Area Concept





Ash Way Station Area Concept



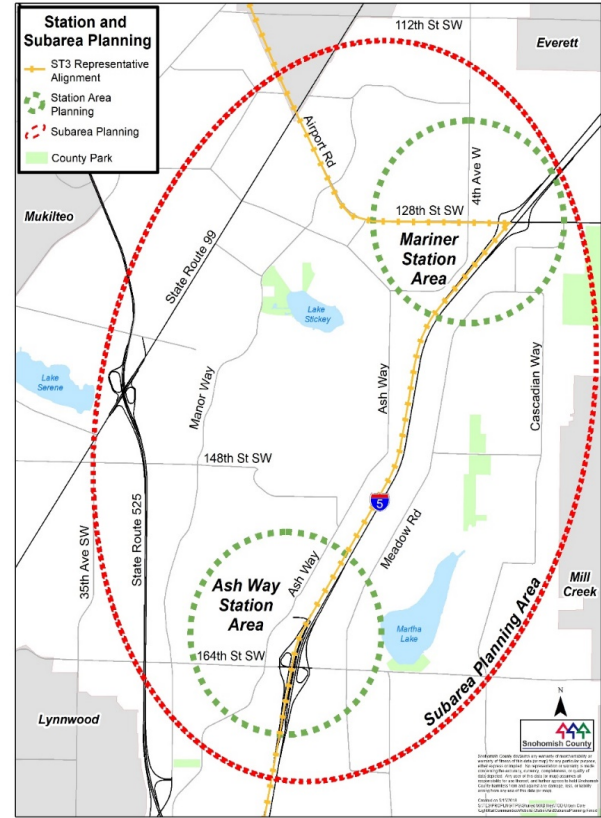
Light Rail Communities | Snohomish County



Urban Core Subarea Plan

Topics Covered:

- Land Use and Zoning
- Parks
- Transportation
- Housing
- Economic Development
- Natural Environment
- Public Services





Urban Core Subarea Plan Timeline

#	Project/Task	2020	2021	2022	2023
1	Online Survey-Community Preferences & Vision	March			
2	Community Workshops-Growth & Land Use	April			
3	Prepare Subarea Plan	[Timeline bar spanning 2020, 2021, and 2022]			
4	Community Workshops-Development Regulations	Fall			
5	Prepare Implementing Regulations		[Timeline bar spanning 2021 and 2022]		
6	Public Engagement Opportunity		TBD		
7	Environmental Review*		[Timeline bar spanning 2021 and 2022]		[Timeline bar in 2023]
8	Planning Commission Briefings and Hearing(s)			[Timeline bar in 2022]	
9	County Council Briefings and Hearing(s)				[Timeline bar in 2023]

*In conjunction with the 2023 GMA Comprehensive Plan Update

Dates subject to change



Project Contact Information

- ❖ **Project Managers:** Jay Larson, Transportation Planning Coordinator
David Killingstad, Principal Planner
Ryan Peterson, Transportation Specialist
- ❖ **Email:** LightRailComm@snoco.org
- ❖ **Website:** www.snohomishcountywa.gov/4068
- ❖ **Mail:** Light Rail Communities, 3000 Rockefeller Ave, M/S 607, Everett, WA 98201



Agenda Item # _____

Meeting Date: March 10, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: PUBLIC HEARING CONTINUED ON THE 2019-2024 CAPITAL IMPROVEMENT PLAN AMENDMENT – ORDINANCE ADOPTION

KEY FACTS AND INFORMATION SUMMARY:

The Mill Creek City Council held a public hearing on March 3, 2020 at the Regular City Council Meeting to hear public comment on the amendments to the Capital Improvement Plan (CIP) for the years 2019-2024.

Mayor Pruitt opened the public hearing at 7:14 p.m.

Council Engaged in Discussion.

Mayor Pruitt opened the Public Hearing to hear public comment at 7:43 p.m. and there no comments from the public.

The City Council extended the Public Hearing to March 10, 2020.

On October 23, 2018, the City Council adopted the 2019-2024 CIP. A mid-biennial review was conducted in late 2019, and the CIP was amended by Council on December 3, 2019. In accordance with RCW 36.70A.130(2)(a), the CIP may be amended more than once a year when such amendment occurs concurrently with a budget amendment. This agenda summary presents the ordinance needed to amend the 2019-2024 CIP. The amendment adds one new project: CIP Project No. 20-PW-01 (RRFB Group A and Group B Installations).

The proposed changes to the 2019-2024 CIP are shown on the City of Mill Creek's website in a redlined version and detail the following new project added to the CIP:

Respectfully Submitted:

Michael G. Ciaravino

Michael G. Ciaravino
City Manager



Agenda Item # _____

Meeting Date: March 10, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: SURFACE WATER AGING INFRASTRUCTURE (2020 GRADE C PIPE REPAIRS) – AWARD CONSTRUCTION CONTRACT

PROPOSED MOTION:

Authorize the City Manager to execute a contract with Allied Trenchless of Chelan, WA for the construction of the Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs) Project in an amount not to exceed \$582,900.00.

KEY FACTS AND INFORMATION SUMMARY:

The City’s Surface Water Capital Program currently focuses on pipes with a minimum diameter of 18 inches since their potential failure could have a negative effect on life, property or a combination of both. This *larger* infrastructure represents a total of 35,800 LF (approximately fourteen percent of the City’s total surface water pipe infrastructure). Under their Contract 2018-1417, Mill Creek Storm Pipe Assessment, Pertee identified pipe faults and graded their severity on a 3-tiered level of granularity: A, C and F. A graded faults were not expected to impact the longevity of the pipe. C graded faults were recommended for repair within ten years.

The Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs) Project was advertised for construction bid on January 29th, 2020 and the repairs will consist of two trenchless methods that include: sectional cured in place lining (SCIPL) at 36 locations and 2,445 feet of cured in place pipe (CIPP). The pipe repair work will take place in the following neighborhoods: Douglas Fir, Vine Maple, and Evergreen. Bids were opened on February 20th, 2020 and the City received three bids as shown in Attachment A. Staff has checked references and information included in the supplemental bidder responsibility forms and has confirmed that Allied Trenchless is the lowest responsible bidder.

The total construction phase is estimated at \$741,190 as shown in Table 1 below. These expenditures will be funded by the City’s surface water management fund. As shown on the 2019-2024 Capital Improvement Plan (Attachment B), an amount of \$1,050,000 was programmed for 2020. This amount includes \$300,000 from a Limited Tax General Obligation (LTGO) bond for purposes of assessing the City’s *small* pipes and \$750,000 for capital project delivery.

Table 1. Construction Phase Total Cost Estimate

Item	Contract	Amount
1	Allied Trenchless	\$582,900.00
2	Inspection (consultant) - estimate	\$100,000
3	Contingency (10%)	\$58,290
Total		\$741,190

The total construction contract time is 45 working days and construction is planned to begin in the summer months when surface water flows are lowest.

CITY MANAGER RECOMMENDATION:

Authorize the City Manager, to execute a contract with Allied Trenchless for the construction of the Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs) Project in an amount not to exceed \$582,900.

ATTACHMENTS:

- Attachment A: Bid Tabulation for Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs)
- Attachment B: 2019-2024 Capital Improvement Plan Stormwater Management Projects
- Attachment C: Contract 2020-X Construction Contract – Allied Trenchless

Respectfully Submitted:

Michael G. Ciaravino

Michael G. Ciaravino
City Manager

Please note that because this is a construction project the contract itself consists of the contract document that incorporates the call for bids, the contractor’s proposal, including bid schedules, information required of bidder, proposal bond and all required certificates and affidavits, the performance bond, the Public Works Payment Bond, the contract provisions included within the bid package, the plans and specifications, addendums and future change orders. The entire package has been reviewed by staff, our consulting engineers and City Attorney’s Office prior to bid. Due to the size and technical nature of these documents, they are not included as part of this agenda item; however, the contract template included in the bid package that incorporates the aforementioned documents is included as a reference. When the contract is formally authorized by Council, the staff, consulting engineers and contractor will effectuate the various provisions of the documents.



2020 Grade C Stormwater Pipe Repair
City of Mill Creek
Bid Tabulation
 Bid Opening: 1:30 PM, Thursday, February 20, 2020

ITEM NO	SPEC SECTION	ITEM	UNIT	QUANTITY	Engineer's Estimate		Michels Corporation		Insituform		Allied Trenchless	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
Schedule A: Douglas Fir												
1	1-04.4(1)	Minor Changes	CALC	1	\$ 10,000.00	\$ 10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2	1-05.18	Record Drawings	LS	1	\$ 1,500.00	\$ 1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3	1-07.15(1)	SPCC Plan	LS	1	\$ 1,000.00	\$ 1,000.00	284.00	284.00	500.00	500.00	1,000.00	1,000.00
4	1-09.7	Mobilization, Cleanup, and Demobilization	LS	1	\$ 20,000.00	\$ 20,000.00	61,725.00	61,725.00	11,500.00	11,500.00	20,000.00	20,000.00
5	1-10.5(1)	Project Temporary Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00	24,290.00	24,290.00	7,800.00	7,800.00	11,000.00	11,000.00
6	7-04.5	CCTV Inspection, Cleaning of Host Pipe Incl. Waste Material Removal	LF	1,680	\$ 4.00	\$ 6,720.00	5.00	8,400.00	2.00	3,360.00	10.00	16,800.00
7	7-07.5	Haul and Disposal	LF	1,680	\$ 10.00	\$ 16,800.00	6.25	10,500.00	4.00	6,720.00	10.00	16,800.00
8	7-20.5	CIPP Storm Pipe, 18 in. Diam	LF	350	\$ 100.00	\$ 35,000.00	223.00	78,050.00	106.00	37,100.00	75.00	26,250.00
9	7-20.5	CIPP Storm Pipe, 30 in. Diam.	LF	450	\$ 170.00	\$ 76,500.00	221.00	99,450.00	246.00	110,700.00	115.00	51,750.00
10	7-21.5	SCIPL Repair, 18 in. Diam.	EA	3	\$ 3,200.00	\$ 9,600.00	7,420.00	22,260.00	4,100.00	12,300.00	3,950.00	11,850.00
11	7-21.5	SCIPL Repair, 21 in. Diam.	EA	3	\$ 3,600.00	\$ 10,800.00	11,030.00	33,090.00	8,000.00	24,000.00	4,250.00	12,750.00
12	7-21.5	SCIPL Repair, 30 in. Diam.	EA	4	\$ 4,500.00	\$ 18,000.00	9,541.00	38,164.00	10,500.00	42,000.00	4,650.00	18,600.00
TOTAL, SCHEDULE A						\$ 210,920.00		387,713.00		267,480.00		198,300.00
Schedule B: Vine Maple												
1	1-04.4(1)	Minor Changes	CALC	1	\$ 10,000.00	\$ 10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2	1-05.18	Record Drawings	LS	1	\$ 1,500.00	\$ 1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3	1-07.15(1)	SPCC Plan	LS	1	\$ 1,000.00	\$ 1,000.00	285.00	285.00	500.00	500.00	1,000.00	1,000.00
4	1-09.7	Mobilization, Cleanup, and Demobilization	LS	1	\$ 28,000.00	\$ 28,000.00	61,726.00	61,726.00	11,500.00	11,500.00	20,000.00	20,000.00
5	1-10.5(1)	Project Temporary Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00	30,055.00	30,055.00	9,000.00	9,000.00	15,400.00	15,400.00
6	7-04.5	CCTV Inspection, Cleaning of Host Pipe Incl. Waste Material Removal	LF	1,645	\$ 4.00	\$ 6,580.00	5.00	8,225.00	2.00	3,290.00	10.00	16,450.00
7	7-07.5	Haul and Disposal	LF	1,645	\$ 10.00	\$ 16,450.00	6.25	10,281.25	4.00	6,580.00	10.00	16,450.00
8	7-20.5	CIPP Storm Pipe, 18 in. Diam	LF	150	\$ 100.00	\$ 15,000.00	193.00	28,950.00	116.00	17,400.00	75.00	11,250.00
9	7-20.5	CIPP Storm Pipe, 24 in. Diam	LF	575	\$ 135.00	\$ 77,625.00	164.00	94,300.00	121.00	69,575.00	90.00	51,750.00
10	7-20.5	CIPP Storm Pipe, 30 in. Diam	LF	440	\$ 170.00	\$ 74,800.00	221.00	97,240.00	276.00	121,440.00	115.00	50,600.00
11	7-20.5	Service Reconnection	EACH	4	\$ 1,000.00	\$ 4,000.00	559.00	2,236.00	540.00	2,160.00	450.00	1,800.00
12	7-21.5	SCIPL Repair, 21 in. Diam	EACH	8	\$ 3,600.00	\$ 28,800.00	8,792.00	70,336.00	4,100.00	32,800.00	3,950.00	31,600.00
13	7-21.5	SCIPL Repair, 24 in. Diam	EACH	8	\$ 4,000.00	\$ 32,000.00	8,931.00	71,448.00	11,200.00	89,600.00	4,450.00	35,600.00
14	7-21.5	SCIPL Repair, 30 in. Diam	EACH	1	\$ 4,500.00	\$ 4,500.00	11,927.00	11,927.00	16,000.00	16,000.00	4,650.00	4,650.00
TOTAL, SCHEDULE B						\$ 305,255.00		498,509.25		391,345.00		268,050.00
Schedule C: Evergreen												
1	1-04.4(1)	Minor Changes	CALC	1	\$ 10,000.00	\$ 10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
2	1-05.18	Record Drawings	LS	1	\$ 1,500.00	\$ 1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3	1-07.15(1)	SPCC Plan	LS	1	\$ 1,000.00	\$ 1,000.00	285.00	285.00	500.00	500.00	1,000.00	1,000.00
4	1-09.7	Mobilization, Cleanup, and Demobilization	LS	1	\$ 10,000.00	\$ 10,000.00	61,726.00	61,726.00	11,500.00	11,500.00	20,000.00	20,000.00
5	1-10.5(1)	Project Temporary Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00	13,359.00	13,359.00	7,781.00	7,781.00	6,600.00	6,600.00
6	7-04.5	CCTV Inspection, Cleaning of Host Pipe Incl. Waste Material Removal	LF	1,035	\$ 4.00	\$ 4,140.00	4.25	4,398.75	3.00	3,105.00	10.00	10,350.00
7	7-07.5	Haul and Disposal	LF	1,035	\$ 10.00	\$ 10,350.00	5.50	5,692.50	7.00	7,245.00	10.00	10,350.00
8	7-20.5	CIPP Storm Pipe, 18 in. Diam	LF	480	\$ 100.00	\$ 48,000.00	224.00	107,520.00	128.00	61,440.00	75.00	36,000.00
9	7-21.5	SCIPL Repair, 18 in. Diam	EACH	4	\$ 3,200.00	\$ 12,800.00	7,676.00	30,704.00	4,100.00	16,400.00	3,950.00	15,800.00
10	7-21.5	SCIPL Repair, 36 in. Diam	EACH	1	\$ 5,200.00	\$ 5,200.00	22,273.00	22,273.00	21,000.00	21,000.00	4,950.00	4,950.00
TOTAL, SCHEDULE C						\$ 107,990.00		\$ 257,458.25		\$ 140,471.00		\$ 116,550.00
TOTAL CONSTRUCTION COST, SCHEDULE A						\$ 210,920.00		\$ 387,713.00		\$ 267,480.00		\$ 198,300.00
TOTAL CONSTRUCTION COST, SCHEDULE B						\$ 305,255.00		\$ 498,509.25		\$ 391,345.00		\$ 268,050.00
TOTAL CONSTRUCTION COST, SCHEDULE C						\$ 107,990.00		\$ 257,458.25		\$ 140,471.00		\$ 116,550.00
TOTAL CONSTRUCTION COST						\$ 624,165.00		\$ 1,143,680.50		\$ 799,296.00		\$ 582,900.00

Stormwater Management Projects

PROJECT NAME:	Surface Water Aging Infrastructure Program
PROJECT #:	19 -SW-01
DEPARTMENT	Public Works and Development Services
CATEGORY	Surface Water Management
TYPE	

Stormwater Management Project

STRATEGIC PRIORITY	Fiscal Responsibility, Community Preservation, Public Safety
--------------------	--

DESCRIPTION / JUSTIFICATION

In February 2018, the City signed a contract with Pertee Engineers to perform professional design services related to storm pipe assessment and surface water program development. Construction program repairs were identified in a 3-tiered level of granularity: F grade faults (repair within one year), C grade faults (programmed over the subsequent seven years) and A grade (not expected to impact the longevity of the pipe). This program includes design, construction and construction management to replace or rehabilitate aging surface infrastructure with a diameter of 18 inches or greater - pipes with diameters less than 18 inches have not been assessed. The funding on this program is contingent on an increase of the City's Surface Water Utility Fee. Amendment: small pipe assessment project planned for 2020. **No new operation and maintenance costs are anticipated.**

Expenditures	Prior	2019	2020	2021	2022	2023	2024	Total
		\$937,500	\$1,050,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,987,000
Total Project Expenditures		\$937,500	\$1,050,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,987,000

Funding Sources	Prior	2019	2020	2021	2022	2023	2024	Total
Surface Water Utility		\$937,500	\$1,050,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,987,000
Total Project Revenues		\$937,500	\$1,050,000	\$750,000	\$750,000	\$750,000	\$750,000	\$4,987,000



CONTRACT

2020 -

THIS AGREEMENT is entered into by and between the **CITY OF MILL CREEK** (hereinafter called the Contracting Agency) and Allied Trenchless (hereinafter called the Contractor).

The Contracting Agency and the Contractor agree as follows:

ARTICLE 1. WORK.

Work includes the improvement of stormwater infrastructure, particularly large diameter stormwater pipes using cured in place pipe lining (CIPP) of 18-inch to 30-inch diameter storm pipes, and spot repair of failed pipe joints using sectional cured in place liner (SCIPL) for 18-inch to 36-inch diameter storm pipes, site restoration and miscellaneous items as further shown, described, and indicated in the Contract Documents.

ARTICLE 2. CONTRACT TIME.

The Contractor shall physically complete the Work within 45 working days (the Physical Completion Date).

ARTICLE 3. LIQUIDATED DAMAGES.

The Contracting Agency and the Contractor recognize that time is of the essence and that the Contracting Agency will suffer financial loss if the Work is not completed within the time, plus any extensions thereof, allowed in accordance with the Contract. They also recognize the inconvenience, expense, and difficulties involved in a legal proceeding to prove the actual loss suffered by the Contracting Agency if the Work is not completed within the time allowed in the Contract. Accordingly, instead of requiring any such proof, the Contracting Agency and the Contractor agree that as liquidated damages for delay, and not as a penalty, the Contractor shall pay the Contracting Agency in accordance with Section 1-08.9 of the Standard Specifications for each working day beyond the Physical Completion Date that the Contractor achieves physical completion of the Work.

ARTICLE 4. CONTRACT PRICE.

The Contracting Agency shall pay the Contractor the amount(s) set forth in the Proposal (in United States dollars) for completion of the Work in accordance with the Contract.

A-1

827476.1/014455.00065

CONTRACT – Continued

ARTICLE 5. CONTRACT.

The Contract, which comprises the entire agreement between the Contracting Agency and the Contractor concerning the Work, consists of the following:

- This Agreement;
- The Call for Bids;
- The Contractor’s Proposal including the bid, bid schedule(s), information required of bidder, Proposal bond, and all required certificates and affidavits;
- The Performance Bond and the Public Works Payment Bond;
- The Contract Provisions, dated January 28, 2020, including the 2018 WSDOT Standard Specification as referenced;
- The Plans (or drawings) consisting of 15 sheets, as listed in the index on sheet 1 of the Plans;
- Addenda numbers 1 , inclusive; and
- Change Orders issued after the effective date of this Agreement.

There are no Contract Documents other than those listed in this Article 5. The Contract may be amended only in writing by Change Order as provided in the Contract.

ARTICLE 6: MISCELLANEOUS.

For purpose of defending any work place injury claims by employees of the Contractor and Subcontractors, the Contractor waives any immunity granted under the State Industrial Insurance Law, RCW Title 51. This waiver has been specifically negotiated between the parties and is hereby acknowledged by the Contractor.
_____ (Contractor’s initials)

The Contractor shall not assign any rights under or interests in the Contract, including but not limited to rights to payment, without the prior written consent of the Contracting Agency. Unless specifically stated in a written consent to an assignment, no assignment will release or discharge the Contractor-assignor from any duty or responsibility under the Contract.

The Contract is binding upon the Contracting Agency and the Contractor, and their respective partners, successors, assigns and legal representatives.

A-2

827476.1/014455.00065

CONTRACT – Continued

IN WITNESS WHEREOF, Contracting Agency and Contractor have caused this Agreement to be executed the day and year indicated below.

CITY OF MILL CREEK

CONTRACTOR

By _____

License No. _____

By _____

Date _____

Title _____

Attest _____

Name and Address for giving notices (print)

Approved as to form by:

Scott Missal

Finance Director

Approved as to substance:

Gina Hortillosa

A-3

827476.1/014455.00065



Surface Water Aging Infrastructure (2020 Grade C Pipe Repairs)- Construction Contract Award

March 10, 2020

Agenda

- Surface Water Program Review
- 2020 C Failures Project Overview
- Construction Contract
- Construction Budget
- Proposed Motion



Surface Water Program Review

- Storm Pipe Repair Program Prioritization (Sept. 2018)
- Pipe Fault Grades (F, C and A)
- 20 F Faults, 137 C Faults



Surface Water Program Schedule

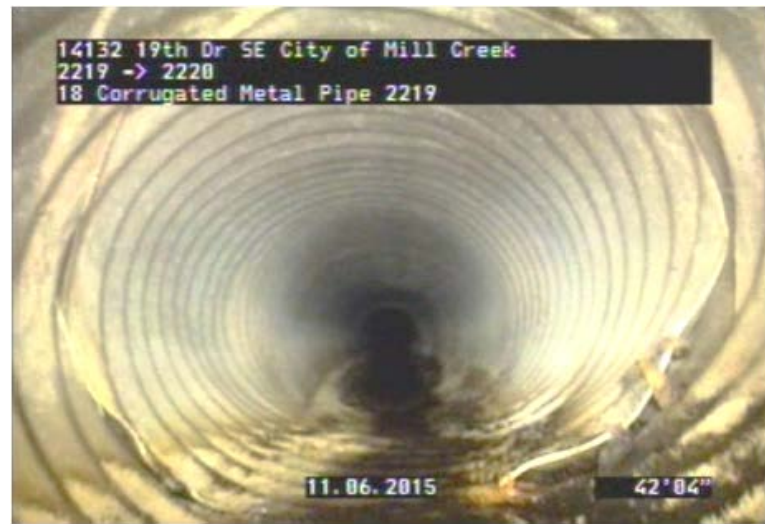
Public Works Performance Plan											
Item	Activity	2019			2020			2021			
1	C Failures (Design) - Bundle 1			■							
2	F Failures (Construction)			■							
3	Small Pipes (Assessment)					■	■				
4	C Failure (Bid opening & Construction)					■	■				
5	C Failures (Design) -Bundle 2						■	■			
6	C Failures (Bid opening & Construction)								■	■	



Surface Water Pipe Conditions



“F” Failure



“C” Failure



2020 C Failures – Project Overview

- 18" – 30" diameter pipes
- Trenchless technology
 - Cured in place pipe lining (CIPP)
 - Sectional cured in place liner (SCIPL)



2020 C Failures – Project Overview



2020 C Failures – Project Overview



Construction Contract

- 3 Bids Received
- Lowest Responsible Bidder: Allied Trenchless



Construction Contract

	Engineer's Estimate	Allied Trenchless	Insituform	Michel's Corporation
Schedule A (Douglas Fir)	\$210,920.00	\$198,300.00	\$267,480.00	\$387,713.00
Schedule B (Vine Maple)	\$305,255.00	\$268,050.00	\$391,345.00	\$498,509.25
Schedule C (Evergreen)	\$107,990.00	\$116,550.00	\$140,471.00	\$257,458.25
Total (A+B+C)	\$624,165.00	\$582,900.00	\$799,296.00	\$1,143,680.50



Construction Budget

Item	Contract	Amount
1	Allied Trenchless	\$582,900.00
2	Construction Management	\$100,000.00
3	Contingency (10%)	\$58,290
Total		\$741,190



Proposed Motion

- Authorize City Manager to execute construction contract with Allied Trenchless in an amount not to exceed \$582,900.00



Thank You

Matthew Feeley, PE
Supervising Engineer





Date: March 10, 2020

A/P Check Batches		
Dated	Check Numbers	Amount
02/13/2020	ACH-Union 76 Fleet-Jan	\$4,899.99
02/28/2020	61547-61593	\$150,084.55
Total		\$154,984.54

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 61547 through 61593, and ACH in the amount of \$154,984.54.

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

Councilmember

Prepared By – Jodie Gunderson

Councilmember

City Manager

F:\DATA\EXECUTIVE\WP\FORMS\FIN\Voucher Approval1.doc

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 02/13/2020
Report Time: 02:50:04 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	02/13/2020
ACH ID:	2911225895	Batch Sequence:	1
Application Name:	CCD Payments and Collections	Database Name:	76
Batch Status:	Submitted	Created By:	LOTLEO
Released By:	MCIARAVINO		

<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>
76 FLEET WEX BANK	0201-00-1059153	\$4,899.99	C	071000288	4539508	C	0299359

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$4,899.99	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$4,899.99	1
Prenotes	\$0.00	0

Accounts Payable

Checks by Date - Detail by Check Date

User: Jodieg
 Printed: 3/6/2020 11:59 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61547	ALDWTR	Alderwood Water District	02/28/2020		
	00320003-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	01100176-01	Median 4 & 5 I/R 11/21 - 01/24			71.71
	01300169-01	1901 Mill Fern Dr SE I/R Median 11/22 - 01/28			217.64
	01550006-01	16011 28th Dr SE I/R 11/21 - 01/24			71.71
	02170002-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	02460002-01	155 Village Grn Dr I/R 11/21 - 01/24			138.01
	02470001-01	155 Village Grn Dr/Heron Pk 11/21 - 01/24			195.60
	03050003-01	15933 29th Dr SE I/R 11/21 - 01/24			71.71
	03095000-01	16220 27th Dr SE I/R 11/21 - 01/24			71.71
	03805002-01	16217 27th Dr SE I/R 11/21 - 01/24			71.71
	03865000-01	16205 25th Dr SE I/R 11/21 - 01/24			31.93
	04900159-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	05400166-01	Median Number 6 I/R 11/21 - 01/24			138.01
	05590004-02	15720 Mill Creek Blvd D/C 11/21 - 01/24			14.99
	05600177-03	15720 Main Street 11/21 - 01/24			520.90
	05700181-01	15728 Main St I/R 11/21 - 01/24			138.01
	05702001-01	15728 Main St D/C 11/21 - 01/24			14.99
	05705005-01	15728 Main Street 11/21 - 01/24			411.64
	06900173-02	1300 156th Pl SE I/R 11/21 - 01/24			31.93
	07850004-01	16101 Highland Blvd/Restr 11/21 - 01/24			195.60
	07855001-01	16101 28th Dr SE I/R 11/21 - 01/24			138.01
	07895001-01	16021 28th Dr SE I/R 11/21 - 01/24			71.71
	07900155-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	08000152-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	08300050-01	3310 157th Pl SE I/R 11/21 - 01/24			71.71
	08800024-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	08900020-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	09000017-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	09080000-01	14600 Mill Creek Blvd I/R 11/21 - 01/24			31.93
	09100016-01	Seattle Hill Rd I/R 11/21 - 01/24			71.71
	13233000-01	15200 Mill Creek Blvd I/R 11/21 - 01/24			31.93
	25703000-01	14725 32nd Dr SE I/R 11/21 - 01/24			71.71
	26070000-01	15803 32nd Ave SE 11/21 - 01/24			195.60
	26467000-01	1900 164th St SE 11/21 - 01/24			71.71
	26468000-01	1900 164th St SE I/R 11/21 - 01/24			71.71
	33254000-01	14725 32nd Dr SE 11/21 - 01/24			195.60
	34493000-01	15720 Main St I/R 11/21 - 01/24			31.93
			Total for Check Number 61547:	0.00	4,036.74
61548	AMAZON	Amazon Capital Services	02/28/2020		
	1CC1-NMTV-ITRM	De-Icer Skid Repair Parts			230.81
	1GTP-7HD7-C19X	Office Supplies - Chief of Staff			9.38
	1GTP-7HD7-C19X1	Office Supplies - Council Retreat			30.23
			Total for Check Number 61548:	0.00	270.42
61549	BANKCARE	Bank of America	02/28/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
1		SCC Membership Dues 2020 - Council			200.00
10		3 - Spike Tactical Rifle Cases			207.82
11		Airfare - K9 Selection Trip - N Lerma 02/16 - 02			322.80
12		Micro Grip Belt Panel - B Foutch			38.86
12A		Use Tax - Micro Grip Belt Panel - B Foutch			-3.69
13		10 - 3.6 Volt Lithium Battery Stick, 2-50-Pk 3 Vt			354.15
14		1099 Forms and Envelopes			64.06
15		Constant Contact Toolkit - Monthly Fee			104.98
15A		International Trans Fee - Constant Contact Toolk			0.38
16		MyBuilding Permit.com - Monthly Fee			59.95
17		KATS K9 Lite Package - Tracking Software			12.50
2		ACCIS Membership - J Busch			75.00
3		SCC Membership Mtg - M Todd 01/16			45.00
4		Reg 2020 City Action Days - J Steckler			200.00
5		.ORG Domain Renewal - Millcreekfarmersmark			23.39
6		Economic Forecast Event - S Vignal 02/26			40.00
7		Reg 2020 City Action Days - M Todd			200.00
8		Surface Water Engineer Job Posting			175.00
9		Hotel - City Action Days - J Steckler 01/28			109.96
					<hr/>
				Total for Check Number 61549:	0.00 2,230.16
61550	BANKCR16	Bank of America	02/28/2020		
1		Parking - Buildable Lands Committee - T Roger:			7.00
2		Parking - PAC Meeting - T Rogers 01/09			4.00
3		Parking - GIS Users Group Meeting - L Celustka			6.00
4		MC Rotary Meeting - Lunch & Facility Fee - T I			67.00
5		MC Rotary Meeting - Lunch - T Rogers 01/29			17.00
					<hr/>
				Total for Check Number 61550:	0.00 101.00
61551	BIOCLEAN 10747	Bio Clean Inc Decontamination - Bio Hazardous Materials - C	02/28/2020		359.13
					<hr/>
				Total for Check Number 61551:	0.00 359.13
61552	BCS 2020-MC1	Bridge Coordination Services DV Services - January	02/28/2020		3,557.18
					<hr/>
				Total for Check Number 61552:	0.00 3,557.18
61553	BRIDPETS 00122	Bridges Pets Training Collar & Nutri Source Treats	02/28/2020		11.44
					<hr/>
				Total for Check Number 61553:	0.00 11.44
61554	BUILDEX 1064883 1064883A 1064883B	Builders Exchange of Washington Inc Publish Projects Online - 2020 Grade C Stormwa Publish Projects Online - Heron Park Play Area 1 Publish Projects Online - Seattle Hill Rd Preserv	02/28/2020		114.50 78.75 1.75
					<hr/>
				Total for Check Number 61554:	0.00 195.00
61555	BANKCR20	Business Card	02/28/2020		
1		Drill Bit & Arbor			45.42
2		Space Heaters/Temp Heat - No Heat - CHN			82.83
3		Supplies - PD Lights			5.18
4		Self Service Tokens - Wash for PW Vehicles			100.00
5		Edge Blade, Hardware - Shop Supplies			15.31
					<hr/>
				Total for Check Number 61555:	0.00 248.74

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61556	BANKCR27	Business Card	02/28/2020		
	1	Package Mailing - 2019-15824, 2020-124			34.84
	2	Firearms Range Use - T Bittinger 01/29			27.60
	3	Intercom - PD Holding Cell			278.87
	3A	Use Tax Payable - Intercom - PD Holding Cell			-26.50
	4	Effect. & Successful Prosecution of Animal Abu:			25.00
			Total for Check Number 61556:	0.00	339.81
61557	BANKCR28	Business Card	02/28/2020		
	1	Parking - 35th Mediation - G Hortillosa 01/09			35.00
			Total for Check Number 61557:	0.00	35.00
61558	CBALDDDES	Christopher Baldwin Design	02/28/2020		
	Spring/Summer	Spring/Summer 2020 Rec Guide Layout			1,200.00
			Total for Check Number 61558:	0.00	1,200.00
61559	MichaelC	Michael Ciaravino	02/28/2020		
	Reimb Exp	Reimb Refreshments, Beverages, Ice-City Counc			146.32
			Total for Check Number 61559:	0.00	146.32
61560	ZOHO	Citi ZOHO Corporation #4926	02/28/2020		
	2252984	Subscript. Fee-AD Audit Plus-2 File Servers/2 D			1,591.20
			Total for Check Number 61560:	0.00	1,591.20
61561	CITYEVE	City of Everett	02/28/2020		
	I20001056	Animals Brought to Shelter - January 2020			205.00
			Total for Check Number 61561:	0.00	205.00
61562	COMCAST	Comcast	02/28/2020		
	849831021045701	High Speed Internet Fee 02/18 - 03/17			191.42
			Total for Check Number 61562:	0.00	191.42
61563	COPIETC	Copiers Etcetera, Inc.	02/28/2020		
	AR46724	Repairs & Maint - Copy Machines			1,162.59
			Total for Check Number 61563:	0.00	1,162.59
61564	DLYJOURC	Daily Journal of Commerce	02/28/2020		
	3355396	BC: 2020 City Hall Hvac - CHN 02/03			276.00
			Total for Check Number 61564:	0.00	276.00
61565	DOWELLCN	Andrea Dowell	02/28/2020		
	2020.01.002	Prof Svcs - Financial Consultant - January			8,960.00
			Total for Check Number 61565:	0.00	8,960.00
61566	FELDMAJ	Feldman & Lee, P.S.	02/28/2020		
	January	Public Defender Contract - Flat Fee - Jan			9,000.00
			Total for Check Number 61566:	0.00	9,000.00
61567	GTENORTH	Frontier	02/28/2020		
	425316032611080	Alarm System Line Chgs - Cook House 01/16 - C			65.46

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61567:	0.00	65.46
61568	GRYOSBRN 7	Gray & Osborne Inc Prof Svcs - 2020 Grade C Stormwater Pipe Repa	02/28/2020		6,572.67
			Total for Check Number 61568:	0.00	6,572.67
61569	HERC 31239371-001	Herc Rentals Rental Tractor/Box Blade	02/28/2020		2,983.51
			Total for Check Number 61569:	0.00	2,983.51
61570	HORIZON 2M091904	Horizon Distributors Inc 1 - Paddle Cap & Discs - Spreader Part	02/28/2020		10.02
			Total for Check Number 61570:	0.00	10.02
61571	LERMAN Reimb Exp	Nathan Lerma Reimb Rental Car-Vohne Liche K9 Trip	02/28/2020		406.88
			Total for Check Number 61571:	0.00	406.88
61572	MCChamb 2020 Dues	Mill Creek Chamber of Commerce MC Chamber of Commerce-2020 General Meml	02/28/2020		250.00
			Total for Check Number 61572:	0.00	250.00
61573	MCMAG 4687	Mill Creek Living Magazine Spring Rec Guide Inserted-2020 Issue MC Livin	02/28/2020		7,000.00
			Total for Check Number 61573:	0.00	7,000.00
61574	PAKOR 0534559 0534559A	Pakor Inc 3 Cases - Passport Film Use Tax Payable - 3 Cases - Passport Film	02/28/2020		894.88 -85.03
			Total for Check Number 61574:	0.00	809.85
61575	PAWS January 2020	PAWS Animals Brought to Shelter - Jan	02/28/2020		187.00
			Total for Check Number 61575:	0.00	187.00
61576	Peckman 2 3	Peckham & McKenney Professional Fee - Finance Director Search Professional Fee - Finance Director Search	02/28/2020		8,000.00 8,000.00
			Total for Check Number 61576:	0.00	16,000.00
61577	PERTEET 20160281.014-13 20160281.020-3 20160281.022-3	Perteet Inc Prof Svcs - The Farm 10/28 - 02/02 Prof Svcs - Crestview II Submittal Review 10/28 Prof Svcs - 7 C's Swim School Submittal Review	02/28/2020		292.50 1,773.75 510.00
			Total for Check Number 61577:	0.00	2,576.25
61578	PLATT X940407	Platt Electric Supply, Inc Light Repairs - CHS	02/28/2020		41.42
			Total for Check Number 61578:	0.00	41.42
61579	POSTNET	PostNet	02/28/2020		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	404263	Scanned As-Builts For Advent Lutheran Church			16.74
			Total for Check Number 61579:	0.00	16.74
61580	SNOCPU 105263204	PUD No. 1 of Snohomish County 2725 Seattle Hill Rd 12/12 - 01/09	02/28/2020		15.66
	115183951	Street Light - 1 Light - 160W 01/01 - 01/31			5.18
	125136455	4560 SAC 01/08 - 02/04			58.45
	131725969	Street Lights - 189 Lights - 200W 01/01 - 01/31			1,736.91
	135031760	Street Lights - 6 Lights - 150W 01/01 - 01/31			28.98
	135032115	Street Light - 1 Light - 240W 01/01 - 01/31			7.94
	135037207	15728 Main St 01/07 - 02/06			1,356.62
	138248076	15803 32nd Ave SE 01/10 - 02/11			92.67
	141540662	1900 164th St SE 12/12 - 01/10			29.63
	141550729	Street Lights - 841 Lights - 100W 01/01 - 01/31			6,021.56
	141550730	Street Lights - 21 Lights - 400W 01/01 - 01/31			312.90
	148165681	2024 Seattle Hill Rd 12/12 - 01/10			35.24
	148176843	Street Lights - 91 Lights - 250W 01/01 - 01/31			985.53
	151468542	14810 35th Ave SE 12/11 - 01/09			63.53
	151479988	2701 155th St SE 12/31 - 01/29			115.24
	154725237	Street Lights - 8 Lights - 200W 01/01 - 01/31			47.68
	154725238	Street Lights - 38 Lights - 250W 01/01 - 01/31			285.38
	154725239	Street Lights - 39 Lights - 400W 01/01 - 01/31			441.48
	154732746	15720 Main St 01/16 - 02/14			1,696.16
	157927785	16110 1/2 29th Dr SE 12/28 - 01/28			77.02
	157928907	13332 44th Ave SE 01/07 - 02/03			69.75
	161095205	13901 North Pointe Cir Irrig 12/07 - 01/09			18.36
	161105837	Street Lights - 17 Lights - 100W 01/01 - 01/31			52.87
	161117436	13510 N Creek Dr 01/17 - 02/18			53.34
	164321823	Street Lights - 49 Lights - 20W 01/01 - 01/31			17.15
			Total for Check Number 61580:	0.00	13,625.23
61581	PUGETSO 200004765331	Puget Sound Energy 15720 Main St 01/17 - 02/19	02/28/2020		627.47
	200004765463	15728 Main St 01/17 - 02/19			859.40
			Total for Check Number 61581:	0.00	1,486.87
61582	DESERTSN 8779	Relentless LLC Criminal & Terrorist Interdiction Workshop - B	02/28/2020		599.00
			Total for Check Number 61582:	0.00	599.00
61583	SANDAACLN January January1	Sanda Cleaners Uniform Dry Cleaning - S Eastman - Jan Uniform Dry Cleaning - S Conner - Jan	02/28/2020		126.80 72.93
			Total for Check Number 61583:	0.00	199.73
61584	SHREDIT 8129197466	Shred-It USA Inc Shredding Service Fee	02/28/2020		78.53
			Total for Check Number 61584:	0.00	78.53
61585	SNOCOAD I-VR-11	Snohomish County Auditor 2019 Voter Registration File Maintenance	02/28/2020		26,951.88
			Total for Check Number 61585:	0.00	26,951.88
61586	SNOCOC 2019-6151	Snohomish County Corrections Jail Services Fees - Dec	02/28/2020		11,020.87

AGENDA ITEM #E.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61586:	0.00	11,020.87
61587	SNDPUBIN EDH889521 EDH889541 EDH891733	Sound Publishing Inc Publication: 2020 City Hall North HVAC Repair Publication: 2020 Grade C Stormwater Pipe Rep Notice of Public Hearing CIP Plan 03/03	02/28/2020		106.79 104.98 47.06
			Total for Check Number 61587:	0.00	258.83
61588	STAPLEAD 70107960LA	Staples Advantage Copy Paper/Labeling Tape	02/28/2020		412.87
			Total for Check Number 61588:	0.00	412.87
61589	TERMINIX 394010189	Terminix Processing Center Pest Control - WO #16771711103 - MC Library	02/28/2020		89.51
			Total for Check Number 61589:	0.00	89.51
61590	ULINE 117081122	Uline Sharp Containers	02/28/2020		222.30
			Total for Check Number 61590:	0.00	222.30
61591	USIC 363182 363182A 367486 367486A	USIC Locating Services, LLC 1 NC Locates/39 Ticket Locates 1AH 12/01 - 12 1 NC Locates/39 Ticket Locates 1 AH 12/01 - 12 11 NC Locates/47 Ticket Locates 10 NC Locates/47 Ticket Locates	02/28/2020		1,009.15 1,009.15 1,158.08 1,158.08
			Total for Check Number 61591:	0.00	4,334.46
61592	WWGRAIN 9440581495	W.W. Grainger, Inc. Vacuum Breaker Repair Kit - CHS	02/28/2020		7.52
			Total for Check Number 61592:	0.00	7.52
61593	ZAC&THOM 20-MCR0002	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-Jan & Feb (02/28/2020		19,760.00
			Total for Check Number 61593:	0.00	19,760.00
			Total for 2/28/2020:	0.00	150,084.55
			Report Total (47 checks):	0.00	150,084.55



Date: March 10, 2020

Payroll Check Batches		
Dated	Check Numbers	Amount
02/25/2020	ACH Automatic Deposit Checks	\$167,219.46
02/25/2020	ACH Wire- FWT & Medicare Taxes	\$29,302.01
02/25/2020	ACH Wire MEBT – Wilmington Trust	\$30,145.38
02/25/2020	ACH Wire – BAC – Flex Savings Acct	\$2,495.11
02/25/2020	ACH Wire – ICMA RC – Def. Comp	\$1,706.11
Total		\$230,868.07

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 \$230,868.07.

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

Councilmember

Finance Director

Councilmember

City Manager

G:\FINANCE\Restricted (old I drive)\Payroll\Voucher Coversheets\2020\Payroll Voucher Approval 02.25.2020.docx
3/5/2020

Statistical Summary

Statistical Summary

Company:AOW - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:9 Pay Date:02/25/2020 P/E Date:02/15/2020
 Qtr/Year:1/2020 Run Time/Date:18:35:39 PM EST 02/21/2020

Taxes Debited	Federal Income Tax	21,860.31		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,403.96		
	Medicare - ER	3,404.01		
	Medicare Adj - EE	0.00		
	Medicare Surtax - EE	0.00		
	Medicare Surtax Adj - EE	0.00		
	COBRA Premium Assistance Payments	0.00		
	Federal Unemployment Tax	0.00		
	State Income Tax	0.00		
	Non Resident State Income Tax	0.00		
	State Unemployment Insurance - EE	0.00		
	State Unemployment Insurance Adj - EE	0.00		
	State Disability Insurance - EE	0.00		
	State Disability Insurance Adj - EE	0.00		
	State Unemployment/Disability Ins - ER	0.00		
	State Family Leave Insurance - EE	211.19		
	State Family Leave Insurance - ER	0.00		
	State Medical Leave Insurance - EE	190.13		
	State Medical Leave Insurance - ER	232.41		
	Transit Tax - EE	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	29,302.01		
Other Transfers	Full Service Direct Deposit Acct.	167,219.46		
	Total Amount Debited From Your Account		196,521.47	Total Liability 196,521.47
Bank Debits & Other Liability	Checks	0.00		196,521.47
	Adjustments/Prepay/Voids	0.00		196,521.47
Taxes- Your Responsibility	None this payroll			196,521.47

Outgoing Payments Report



Company: City of Mill Creek
Requester: Leo, Lota
Run Date: 03/03/2020 2:48:36 PM CST

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

Status: Confirmed By Bank
Transaction Numbe

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 ID:
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: 30,145.38

Value Date: 02/27/2020

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: lolleo
Approved: mciaravino
Initial Confirmat..
Confirmatic-

Input Time: 02/26/2020 3:43:18 PM CST
Time: 02/26/2020 4:01:12 PM CST

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 03/04/2020
Report Time: 02:41:00 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	03/04/2020
ACH ID:		Batch Sequence:	1
Application Name:	CCD Payments and Collections	Database Name:	BAC
Batch Status:	Submitted	Created By:	LOTLEO
Released By:	MCIARAVINO		

<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	\$2,495.11	C			C	0186771

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$2,495.11	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$2,495.11	1
Prenotes	\$0.00	0

Outgoing Payments Report



Company: City of Mill Creek
Requester: Leo, Lota
Run Date: 03/03/2020 2:50:25 PM CST

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

Status: Confirmed By Bank
Transaction Nu:

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: 1,706.11

Value Date: 02/27/2020

Optional Information

Sender's Reference Number

Beneficiary Information: City of Mill Creek :

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: lotleo
Approved: mcarsening
Initial Confirmtior
Confirmation #

Input Time: 02/26/2020 3:44:41 PM CST
Time: 02/26/2020 4:00:10 PM CST



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, March 3, 2020

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

Minutes are the official record of Mill Creek City Council meetings. Minutes summarize the council meeting and documents any actions taken by the council meeting.

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

A. Led by Pack 120 Webelos.

ROLL CALL

Councilmembers Present:

*Pam Pruitt, Mayor
Brian Holtzclaw, Mayor Pro Tem
Vince Cavaleri, Councilmember
Mike Todd, Councilmember
Mark Bond, Councilmember
John Steckler, Councilmember
Stephanie Vignal, Councilmember*

Councilmembers Absent:

AUDIENCE COMMUNICATION

B. Public comments given on items on or not on the agenda by:

Jon Ramer, Mill Creek resident asked if road repairs on 164th were completed. If the repairs were completed, he urged Council to have the contractor return to repair to ruts and/or depressions that are still present in the road.

PRESENTATIONS

C. Everett School District Presentation Regarding Upcoming Bond
(*Mike Gunn, Larry Fleckenstein, Kathy Reeves and Dr. Ian Saltzman*)

City Manager Michael Ciaravino introduced Superintendent Dr. Ian Saltzman and his team at the Everett Public Schools. Dr. Ian Saltzman gave a brief presentation to the City Council and introduced his team who will be presenting on the upcoming Capital Bond Vote. Larry Fleckenstein, Teaching & Learning Regional Superintendent gave a brief overview followed by Mr. Mike Gunn, Executive Director of Facilities and Operations who presented a seven (7) minute video and briefed Council on the

March 3, 2020 REGULAR COUNCIL MEETING MINUTES

upcoming Capital Bond vote taking place on April 28, 2020 in hopes for voters to consider a capital bond to improve school buildings, increase safety and security, add space and ensure students have the same access and opportunities throughout the district without increasing the local school district tax rate. More information on the topic can be found at www.everettsd.org/bond2020.

Council engaged in discussion and Q&A.

- D.** Growth Management Act Planning/Population Growth
(Gina Hortillosa, Director of Public Works and Development Services; Tom Rogers, Planning Manager; Steve Toy, Principal Demographer for Snohomish County)

Gina Hortillosa, Tom Rogers and Steve Toy from Snohomish County gave a presentation to Members of City Council to inform them on the overall Growth Management Act (GMA) Planning framework and how population targets are assigned to the jurisdictions in Snohomish County. Staff presented information on the capacity for the existing population in the City under the current comprehensive plan and zoning as well as the City's existing housing type. Steve Toy, Principle Demographer for Snohomish County assisted in the presentation.

Council engaged in discussion and Q&A.

PUBLIC HEARING

- E.** Amendments to the Capital Improvement Plan for the years 2019-2024

Mayor Pruitt opened the Public Hearing at approximately 7:14 p.m. regarding amendments to the 2019 - 2024 Capital Improvement Plan (CIP). Prior to opening public comment, Mayor Pruitt invited City Manager Michael Ciaravino and Gina Hortillosa, Director of Public Works & Development Services to present information. After the presentation, Council engaged in a discussion and Q& A. Mayor Pruitt opened up the hearing for public comment at approximately 7:43 p.m.. There were no public comments. The Public Hearing was extended to March 10, 2020 for an opportunity for further comment.

NEW BUSINESS

- F.** Pavement Assessment Professional Services Contract
(Gina Hortillosa, Director of Public Works and Development Services; Matthew Feeley, Supervising Engineer)

Gina Hortillosa gave an overview to Members of Council on the Pavement Assessment Professional Services Contract. The contract would enable the City to compile data that would accurately reflect current pavement conditions on City of Mill Creek roadways.

Matthew Feeley before starting his presentation addressed Jon Ramer's question during the public comment portion regarding the roadway repairs on 164th Street. He noted that the repairs are still ongoing and in the next few weeks Puget Sound Energy will contract a paving company to complete the restoration on the roadway.

March 3, 2020 REGULAR COUNCIL MEETING MINUTES

Matthew Feeley provided Members of Council with an overview of the scope of services that the City would need in order to survey, review roadway segments and collect data. The City put out a Request for Qualifications (RFQs) and concluded that Infrastructure Management Services (IMS) Inc. met the requirements for the professional services contract.

Council engaged in a discussion and Q & A.

Councilmember Cavaleri made a motion to authorize the City Manager to execute a contract for professional services with Infrastructure (IMS) Inc. for surveying and rating the City's pavement network for a project in an amount not to exceed \$35,835.

Councilmember Todd seconded the motion

Mayor Pro Tem Holtzclaw asked to clarify that the Contractor is required under section 3.1 to complete the project as set forth in the scope of work regardless of whether the cost to the Contractor exceeds the maximum contract price the City is obligated to pay under section 6.1

City Council amended the motion to reflect this clarification.

Councilmember Cavaleri moved to amend the motion by inserting the words "*fully executed and completed project*" before the words "*in the amount not to exceed \$35,835.*"

Councilman Todd seconded to amend the motion.
The motion for the amendment passed unanimously.

The motion to authorize the City Manager to execute a contract for professional services with Infrastructure (IMS) Inc. for surveying and rating the City's pavement network for a fully executed and completed project in an amount not to exceed \$35,835.

The motion passed unanimously.

G. 2020 AWC Center for Quality Communities Scholarship Nomination

Mayor Pruitt stated that the City of Mill Creek received nine (9) applicants for the AWC Scholarship the day of the City Council meeting. Due to the short timeline, the AWC Nominee Committee was unable to review and recommend before the March 3, 2020 City Council meeting. Mayor Pruitt asked members of Council if they would agree to accept the recommendation of the AWC Nominee Committee. The AWC Nominee Committee consists of Mayor Pruitt, Councilmember Vignal and Councilmember Cavaleri.

March 3, 2020 REGULAR COUNCIL MEETING MINUTES

Councilmember Steckler made a motion to authorize the City of Mill Creek's AWC Nominee Committee to recommend a nominee on behalf of the City Council and submit to AWC Center for Quality Communities before March 8, 2020. Councilmember Bond seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- H. City Council Meeting Minutes of February 25, 2020**
(Updated as of 3-3-2020)

Councilmember Cavaleri made a motion to approve the consent agenda. Councilmember Steckler seconded the motion. The motion passed unanimously.

REPORTS

- I. Mayor/Council**

Mayor Pruitt reported that the City Council will have its' first study session on Tuesday, April 1, 2020 as per the City Council retreat to hear potential ideas and opportunities for the Dobson Remillard Property. The Council will not conduct business during the first City Council Meeting of April. The second and fourth City Council meetings in April will be designated for business meetings in order for Members of Council to take action on agenda items.

Councilmember Bond thanked staff and commended staff on their work regarding the pavement management plan. He stated the presentation and materials were very useful and well put together.

Councilmember Cavaleri thanked City staff who were involved in posting and distributing information regarding the coronavirus. He commended staff on the uploading and posting notifications on our social media platforms and other City platforms.

Mayor Pro Tem Holtzclaw thanked the City Manager and Acting Chief of Police for promptly acting upon the development of a homeless encampment near the North Point area. Mayor Pro Tem thanked Heather and Paul Coon from the Red Cedar area who had brought the issue to his attention and also wanted to recognize them for their volunteer work of picking up trash along 35th Ave.

Mayor Pro Tem Holzclaw gave a report on the Snohomish County Tomorrow (SCT) meeting. The following were discussed:

- Members approved six (6) projects that were recommended by the Infrastructure Coordinating Committee. The six projects are to advance for funding through the Puget Sound Regional Council (PSRC) process
- Station planning for the light rail alignment.

Councilmember Todd reported on the Puget Sound Regional Council (PSRC) Executive Board meeting having discussions on the Vision 2050 Plan with an

March 3, 2020 REGULAR COUNCIL MEETING MINUTES

amendment made by Snohomish County. No vote was taken during the meeting.

Councilmember Todd reported that the Mill Creek Chamber of Commerce would like to do a ten minute presentation to the City Council meeting to update the Council on their mission as a Chamber and on this year's festival. A possible date that was discussed was the April 7, 2020 City Council meeting.

City Manager Michael Ciaravino introduced the City of Mill Creek's new Interim Communications and Marketing Coordinator Mr. Bill Craig former journalist and US Air Force Veteran holding both a Bachelors and Masters degree.

- J. City Manager
 - Council Planning Schedule
- K. Staff
 - Report, etc.

AUDIENCE COMMUNICATION

- L. No public comments on items on or not on the agenda were given.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:25 p.m.

Pam Pruitt, Mayor

Naomi Fay, Interim City Clerk

MARCH 2020						
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				

APRIL 2020						
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

MAY 2020						
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

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: March 6, 2020

City Council Meetings are the first, second and four Tuesdays of every month at 6 p.m.,

March 24, 2020

- 2020 ILA City of Mill Creek for Parks Project Funding - Jackson High School Mid-Block Crossing (tentative)

April 7, 2020

- Presentation of Kirkland Performing Arts
- Presentation from other Stakeholders regarding Dobson Remillard

April 14, 2020

- Presentation from the Mill Creek Chamber of Commerce (tentative)

May 5, 2020

- Hart Report

Possible Work Session Topics for Discussion

- Construction Tax Revenue - TBD
- Appropriation vs. Authorization - Michael
- Spring 2020: Ordinance Amending MCMC re: Business Park Zone District - Gina Hortillosa
- City Publication Final Analysis - Michael
- SLWD Property (LOI) Gina H
- Southwest UGA Boundary Manning Study
- \$100K ILA SnoCo (REET 2) Gina H