

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. 2020-585

**January 28, 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. Recognition of City participation in 2019 National Night Out. Mill Creek placed 19th in category 4 (cities 15,000-50,000 in population)
(Scott Eastman, Acting Chief of Police & Stan White, Detective Sergeant)
- C. Recognition for Citizens who participated in 2019 National Night Out by hosting block parties in their communities.
(Scott Eastman, Acting Chief of Police & Stan White, Detective Sergeant)

- D. Volunteer Recognition for Service Hours Provided by Citizen Patrol Members
(Scott Eastman, Acting Chief of Police & Stan White, Detective Sergeant)
- E. Oath of Office for Citizen Patrol members.
(Scott Eastman, Acting Chief of Police & Stan White, Detective Sergeant)

OLD BUSINESS

- F. Olympia Dioceses Update
(Scott Missall, Esq.)

NEW BUSINESS

- G. A Resolution Of The City Of Mill Creek, Washington, Declaring Mill Creek To Be A Veteran Friendly Community And The City Of Mill Creek To Be A Veteran Friendly Employer.
(Michael Ciaravino, City Manager and Michael Kidd, Retired Navy Veteran & Mill Creek Resident)
- H. 2020 Cops Hiring Program (Chp) Federal Grant
(Scott Eastman, Acting Chief of Police)
- I. Police Department Recruitment Strategies
(Scott Eastman, Acting Chief of Police)

CONSENT AGENDA

- J. Approval of Checks #61365 through #61431 and 61646 through 61701 and ACH Wire Transfers in the Amount of \$375,521.77.
(Audit Committee: Mayor Pruitt and Councilmember Bond)
- K. Payroll and Benefit ACH Payments in the Amount of \$ 292,931.11
(Audit Committee: Mayor Pruitt and Councilmember Bond)
- L. City Council Meeting Minutes of January 14, 2020.

REPORTS

- M. Mayor/Council
- N. City Manager
 - Council Planning Schedule
- O. Staff
 - Report, etc.

AUDIENCE COMMUNICATION

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

RECESS TO EXECUTIVE SESSION

- Q. Discussion of the performance of a public employee per RCW 42.30.110 (1)(g)(h)(i)

ADJOURNMENT



The President's Volunteer Service Award is presented to:

NICK LEWIS
BRONZE

*By the Corporation for National and Community Service in recognition and appreciation for their
commitment to strengthen our nation and communities through volunteer service.*

2019
Awarded





The President's Volunteer Service Award is presented to:

BARBARA HEIDEL

SILVER

By the Corporation for National and Community Service in recognition and appreciation for their commitment to strengthen our nation and communities through volunteer service.

2019
Awarded





The President's Volunteer Service Award is presented to:

GEORGE DEWITT

SILVER

*By the Corporation for National and Community Service in recognition and appreciation for their
commitment to strengthen our nation and communities through volunteer service.*

2019
Awarded





The President's Volunteer Service Award is presented to:

SALLY DAGNA

SILVER

By the Corporation for National and Community Service in recognition and appreciation for their commitment to strengthen our nation and communities through volunteer service.

2019

Awarded





Agenda Item # _____

Meeting Date: January 28, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: National Night Out 2019 Recognition

PROPOSED MOTION:

None.

KEY FACTS AND INFORMATION SUMMARY:

On August 6th 2019, the Mill Creek Police Department took part in National Night Out; a national community-building campaign that promotes police-community partnerships. National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances.

During this event the department asked our community members to host block parties in each neighborhood. These block parties were registered with the department via our online registration form available on the City website. The block parties provided specific points of contact for officers visiting our community members during the evening and allowed officers the opportunity to contact as many residents as possible in an efficient manner. The block parties also provided a central point for neighbors to get together and become more familiar with each other.

The Police Department would like to recognize those community members who have dedicated the time and effort to plan and coordinate block parties for their respectful neighborhoods. Five neighborhoods and two Mill Creek businesses took part in the event.

1. Gabe Oh – Brighton
2. Marta Street – Mill Creek Retirement Community
3. Sandi Masterman – Auguston Condominiums
4. Carrie Aleksandersen – Town Center Starbucks
5. Darlene Weber – Mill Creek Library
6. Mary Spalding– Amberleigh
7. Shonda Reinikka – Mill Creek Springs

At the conclusion of the National Night Out event our Citizen Patrol members completed an after action report, outlining our participation and event details for the National Association of Town Watch (NATW). The report was forwarded to the NATW Awards Committee for evaluation and comparison with other comparable agencies which participate nationwide. Mill Creek participates in Category 4 (Areas with 15,000-50,000 population). In 2019 Mill Creek placed 19th in participation, out of a pool of 45 listed entries nationwide. The only WA agency placing higher than Mill Creek was Walla Walla.

On behalf of the Mill Creek Police Department, we are proud to present the City with the

City Council Agenda Summary
Page 2

NATW, National Night Out Against Crime National Award 2019, recognizing outstanding participation in “Americas Night Out against Crime”.

ATTACHMENTS:

N/A

Respectfully Submitted:

Michael G. Ciaravino

Michael Ciaravino
City Manager



Agenda Item # _____

Meeting Date: January 28, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: VOLUNTEER RECOGNITION

PROPOSED MOTION:

None.

KEY FACTS AND INFORMATION SUMMARY:

In 2018 the Mill Creek Police Department revived a Citizen Patrol program that was originally established in 2008/2009. Starting with volunteers that have long been part of the department's community outreach efforts, Sally Dagna and George DeWitt, the Citizen Patrol program was rebuilt from the ground up. In April of 2019 the Citizen Patrol staff grew with the addition Barb Heidel. These members have made community outreach their primary goal and have made our community events successful beyond expectation.

Since January 1, 2019, these Citizen Patrol members have volunteered over 1,300 hours of their time to serve our city by performing necessary but supplementary duties normally taken on by other department staff. Their service has allowed our staff the opportunity and time to focus on other significance assignments.

In 2003, the President's Council on Service and Civic Participation founded the President's Volunteer Service Award to recognize the important role of volunteers in America's strength and national identity. This award honors individuals whose service positively impacts communities in every corner of the nation and inspires those around them to take action, too. The PVSA has continued under each administration, honoring the volunteers who are using their time and talents to solve some of the toughest challenges facing our nation. Led by the Corporation for National and Community Service and managed in partnership with Points of Light, this program allows Certifying Organizations to recognize their most exceptional volunteers.

The Presidents Volunteer Service Award is awarded at the following service levels for adult volunteers.

1. Gold: 500+ hours
2. Silver: 250-499 hours
3. Bronze: 100-249 hours

In 2019, four of our police department volunteers fulfilled the criteria for recognition from the Corporation for National and Community Service, who provides oversight for the Presidential Volunteer Service Award. Each and the volunteers listed below met individual levels of service and are recognized for receiving the Presidents Volunteer Service Award.

City Council Agenda Summary
Page 2

The City of Mill Creek Police Department would like to recognize and thank those volunteers who have specifically served the City's police department as Citizen Patrol members and our Chaplin, for their dedication and commitment to our community.

1. Sally Dagan – Silver Award – 431 hours of service
2. George DeWitt – Silver Award – 378 hours of service
3. Barb Heidel – Silver Award – 299 hours of service
4. Nick Lewis – Bronze Award – 146 hours of service

ATTACHMENTS:

See attached Presidents Volunteer Service Award certificates.

Respectfully Submitted:

Michael G. Ciaravino

Michael Ciaravino
City Manager



Agenda Item # _____

Meeting Date: January 28, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: Citizen Patrol Commissioning – Tracy Simplot and Jennifer Hoaglan

PROPOSED MOTION:

None.

KEY FACTS AND INFORMATION SUMMARY:

Over the past few years the Mill Creek Police Department has worked to enhance our community outreach efforts, participating in several community events each year and introducing a Citizens Police Academy to promote better relationships and understanding between police and community. Part of this mission is the redevelopment of our Citizen Patrol unit to include the addition of qualified members to fulfill this mission. Applicants to the Citizen Patrol must complete the ten (10) week Citizens Academy and pass an applicable background investigation prior to selection. After selection members are required to complete additional training in multiple disciplines. To date we have selected five (5) members for our Citizen Patrol and hope to fill an additional five (5) positions to properly support the mission of the Citizen Patrol unit.

To provide the City of Mill Creek and its Police Department with well-trained dedicated volunteers in a partnership that promotes a strong and safe community.

Today we are proud to present two (2) new members to the Council. Tracy Simplot and Jennifer Hoaglan. Both Tracy and Jennifer are residents of Mill Creek and have completed the Mill Creek Citizen Academy. Tracy and Jennifer have been active volunteers with the police department for some time, helping with community events throughout the City. The addition of Tracy and Jennifer will bring our Citizen Patrol membership to a total of seven (7) active members.

Citizen Patrol members are given a limited commission to enforce City Ordinance and RCW regarding disabled parking enforcement.

ATTACHMENTS:

N/A

Respectfully Submitted:

Michael G. Ciaravino

Michael Ciaravino
City Manager



Agenda Item # _____

Meeting Date: January 28, 2020

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: A Resolution of the City of Mill Creek, Washington, declaring Mill Creek to be a Veteran Friendly Community and the City of Mill Creek to be a Veteran Friendly Employer.

PROPOSED MOTION:

None.

KEY FACTS AND INFORMATION SUMMARY:

Employer Support of the Guard and Reserve (ESGR) is the lead U.S. Defense Department program promoting cooperation and understanding between civilian employers and their National Guard and Reserve employees. Established in 1972, ESGR operates within the Office of the Assistant Secretary of Defense for Reserve Affairs. ESGR develops and promotes supportive work environments for service members in the Reserve Components through outreach, recognition, and educational opportunities that increase awareness of applicable laws and resolves employer conflicts between the service members and their employers.

The Resolution does not cost the city anything. It provides positive recognition for the City of Mill Creek and demonstrates its support of our men and women in uniform and its commitment to comply with federal law in accordance with the Uniform Services Employment and Reemployment Rights Act (USERRA).

Mike Kidd is a retired Navy Captain with over 30 years of service and was the former Regional Commander for Naval Reserve Forces in the NW. He is currently a volunteer with the ESGR.

ATTACHMENTS:

N/A

Respectfully Submitted:

Michael G. Ciaravino

Michael Ciaravino
City Manager

RESOLUTION NO. 2020-_____

**A RESOLUTION OF THE CITY OF MILL CREEK, WASHINGTON,
DECLARING MILL CREEK TO BE A VETERAN FRIENDLY
COMMUNITY AND THE CITY OF MILL CREEK TO BE A VETERAN
FRIENDLY EMPLOYER.**

WHEREAS, the City of Mill Creek is home to many Veterans, Active Duty Service Members, Military Reservists, National Guard members, and their families; and

WHEREAS, the City of Mill Creek recognizes that Veterans, Active Duty Service Members, Military Reservists, National Guard members, and their families are essential to the strength of our Nation and the well-being of our communities; and

WHEREAS, in the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society; and

WHEREAS, if these volunteer forces are to continue to serve our Nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security; and

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

Section 1. The City of Mill Creek, Washington declares itself to be a Veteran Friendly Community, actively providing support and assistance to Veterans, Active Duty Service Members, Military Reservists, National Guard members, and their families.

Section 2. The City of Mill Creek fully recognizes, honors and complies with the Unformed Services Employment and Reemployment Rights Act (USERRA).

Section 3. The City of Mill Creek provides its managers and supervisors with the tools they need to effectively manage those employees who serve in the National Guard and Reserves.

Section 4. The City of Mill Creek appreciates the values, leadership and unique skills Service Members bring to the workforce and encourages opportunities to employ Guardsmen, Reserves, transitioning Service Members and Veterans.

Section 5. The City of Mill Creek continually recognizes and supports our country's Service members and their families in peace, in crisis and in war.

PASSED IN OPEN MEETING this ____ day of ____, 2020 by a vote of ____ for,
____ against, and ____ abstaining.

PAMELA J. PRUITT, Mayor

ATTEST:

NAOMI FAY, INTERM CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

SCOTT M. MISSALL, CITY ATTORNEY



Agenda Item # _____

Meeting Date: **January 28, 2020**

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: 2020 COPS HIRING PROGRAM (CHP) FEDERAL GRANT

PROPOSED MOTION:

Motion to authorize the Chief of Police to apply for a 2020 Department of Justice, Community-Oriented Policing Services Hiring Program grant to hire one police officer.

KEY FACTS AND INFORMATION SUMMARY:

Synopsis: An opportunity exists for the Police Department to receive a Community-Oriented Policing Services (COPS) Hiring Program (CHP) grant from the Department of Justice. This grant will cover 75% of the salary and benefits for a police officer over a three-year period, up to a maximum of \$125,000 per year. The City will be required to cover the cost related to 25% of the salary and benefits for the first three years and then 100% for the fourth year and beyond. Based on an estimated salary and benefit cost for an entry-level police officer, the City can anticipate the following expenditures:

- Approximately \$30,000 per year for three years
- Approximately \$135,000 for the fourth year and thereafter (not including cost-of-living and CBA defined adjustments).

A vital element of the grant proposal is to define a community-oriented policing program that meets the requirements of the CHP. The Department will be working to develop a program that addresses violent crime investigations and supports the school-based policing programs already in place. This program has not yet been developed, but due to the timelines and work associated with the grant application, it is important to request approval from Council to proceed.

Grant applications are due no later than March 11, 2020.

Background: The FY 2020 COPS Hiring Program (CHP) is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers and to increase their community policing capacity and crime-prevention efforts. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

The COPS Hiring Program (CHP) Program is a competitive solicitation. Funding under this program may be used to do the following:

- Hire new officers
- Rehire officers (laid off as a result of budget reductions)
- Rehire officers (at the time of application, currently scheduled to be laid off as a result of budget reductions)

Approximately \$400 million in funding is available for this grant program. FY 2020 CHP awards will provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position per year. All award recipients must retain any CHP-funded officer positions for at least 12 months immediately after the 36 months of federal funding has ended for each position. The COPS Office will fund as many positions as possible for successful applicants; however, the number of officer positions requested by an agency may be reduced based on the availability of funding and other programmatic considerations.

Highlights for this year's COPS Hiring Program:

- Funds as many positions as possible for successful applicants.
- Provides 75 percent of the approved entry-level salaries and fringe benefits of each newly hired and/or rehired full-time officer, up to \$125,000 per officer position, over the three year (36 month) grant period
- Requires the City to identify a specific crime and disorder problem/focus area and explain how CHP funding will be used to implement community policing approaches to that problem/focus area.
- Additional consideration will be given to applicants whose programs place an emphasis on these problem/focus areas:
 - Violent Crime
 - Homeland & Border Security Problems
 - School Based Policing

With Council approval, Police Department staff will finalize the details of the community-oriented policing program described in the synopsis and commence the grant application process.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the City Council authorize by motion the Chief of Police to apply for a 2020 COPS Hiring Program (CHP) grant to support school-based policing efforts and focus efforts on investigating violent crime. Should the grant be awarded, staff will return to Council to seek authorization to proceed.

ATTACHMENTS:

- Attachment A: 2020 COPS Hiring Program (CHP) Fact Sheet

Respectfully Submitted:

Michael G. Ciaravino

Michael G. Ciaravino
City Manager

U.S. Department of Justice
Office of Community Oriented Policing Services



Fact Sheet

www.cops.usdoj.gov

2020 COPS Hiring Program

Strengthening Community Policing by Hiring Officers

The **FY 2020 COPS Hiring Program (CHP)** is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new or rehire existing career law enforcement officers and to increase their community policing capacity and crime-prevention efforts.

The FY 2020 CHP award program is an open solicitation. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

WHEN: Deadline for grant application is March 11, 2020 at 7:59 p.m. EDT.
Start EARLY. This is more than a one-day process.

WHERE: 1. Register at www.grants.gov.
2. Complete the application at www.cops.usdoj.gov. Click the "Account Access" tab.

HOW: Online only. No hard copies sent by U.S. Mail or electronic copies sent via email.

Supporting Local Law Enforcement

More than 25 years after its establishment by the Violent Crime Control and Law Enforcement Act of 1994, the COPS Office continues to support the efforts of law enforcement agencies across the country to develop creative and innovative ways to meet long-standing challenges in their communities. To date, the COPS Office has funded the addition of more than 130,000 officers to more than 13,000 state, local, and tribal law enforcement agencies.

COPS Office hiring programs like CHP assist law enforcement agencies in advancing public safety by enhancing their community policing efforts. In a changing economic climate, these programs help state, local, and tribal law enforcement agencies maintain sufficient sworn personnel levels to keep their communities safe.

Funding Provisions

FY 2020 CHP awards will provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position. FY 2020 CHP awards may be used on or after the official award start date to (1) hire new officers (including filling existing officer

January 2020

vacancies that are no longer funded in an agency's budget); (2) rehire officers already laid off (at the time of application) as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions unrelated to the receipt of award funding; or (3) rehire officers scheduled to be laid off (at the time of application) on a specific future date as a result of state, local, or BIA budget reductions unrelated to the receipt of award funding. CHP applicants may request funding in one or more of these three hiring categories.

In FY 2020, agencies may request the number of officer positions necessary to support their proposed community policing strategy. Please keep in mind that there is a minimum 25 percent local cash match and a 12-month retention period for each officer position funded. The COPS Office will fund as many positions as possible for successful applicants; however, the number of officer positions requested by an agency may be reduced based on the availability of funding and other programmatic considerations.

The COPS Office may grant a waiver of some or all of an applicant's local match requirement. During the application review process, waiver requests will be evaluated based on a demonstration of severe fiscal distress.

The COPS Office statutory nonsupplanting requirement mandates that CHP funds must be used to supplement (increase) state, local, or BIA funds that would have been dedicated toward sworn officer positions if federal funding had not been awarded. CHP award funds must not be used to supplant (replace) local funds that agencies otherwise would have devoted to sworn officer hiring. The hiring or rehiring of officers under CHP must be in addition to, and not in lieu of, officers who otherwise would have been hired or rehired with state, local, or BIA funds.

At the conclusion of the 36 months of federal funding, recipients must retain all sworn officer positions awarded under the CHP award for a minimum of 12 months.

Retained CHP-funded positions should be added to the recipient's law enforcement budget with state or local funds, to increase the number of locally-funded sworn officer positions that would have existed in the absence of the award. Applicants are required to affirm in their CHP award application that their agency plans to retain any additional officer positions funded following the expiration of the award and identify their planned sources of retention funding.

Highlights of FY 2020 CHP

The COPS Office supports the attorney general's priority goals of reducing violent crime, protecting critical infrastructure and information/intelligence systems through homeland security, and deploying school resource officers to protect elementary or secondary schools through school-based policing. Applicants that choose Violent Crime, Homeland and Border Security, or School-Based Policing as a targeted community policing problem area in their 2020 CHP application will receive additional consideration for funding. Please note: If awarded CHP funding, recipients that chose any of these specific community policing problem areas will not be allowed to change the problem area post-award.

Under FY 2020 CHP, new-hire officer positions are not required to be military veterans. However, because the COPS Office supports the attorney general's priority to hire military veterans whenever possible, applicants who commit to hiring or rehiring at least one military veteran under CHP will receive additional consideration for FY 2020 CHP funding. These military veterans may be in any of the three hiring categories described under "Funding Provisions," not just new hires.

Additional consideration will be provided to applicants that partner with federal law enforcement to address illegal immigration and to agencies that have experienced an unanticipated catastrophic event. All agencies that report that they have experienced a catastrophic event will be required to submit an attachment documenting the event

or incident as part of their application. Additional consideration will also be provided to agencies in states with certain anti-human trafficking laws that treat minors engaged in commercial sex as victims (referred to as “safe harbor” laws) or permit individuals to vacate arrest or prosecution records for nonviolent offenses as a result of being trafficked. Additional consideration will also be provided to agencies from rural areas and agencies that have not previously received COPS Office grant funding.

Applicants who wish to request officer positions in order to deploy school resource officers (SRO) must choose the School-Based Policing through School Resource Officers community policing problem area in their 2020 CHP application. Note that applicants requesting officer positions in order to deploy SROs must deploy all their requested officer positions as SROs. CHP recipients who use CHP funding to deploy SROs will also be required to submit a memorandum of understanding (MOU) between the law enforcement agency and the school partners. In addition, all applicants who select School-Based Policing as their focus area and subsequently receive FY 2020 CHP funding for SRO’s will be required to send each awarded SRO position to a regionally based training, sponsored and subsidized by the COPS Office.

Additional information about this training requirement will be provided to recipients at the time of award or shortly thereafter.

How to Apply

Applicants are first required to register via www.grants.gov and complete an SF-424. Once the SF-424 has been submitted, applicants will receive an email with instructions on completing the second part of the CHP application through the COPS Office Online Application System.

To complete the CHP application, please go to the COPS Office website at www.cops.usdoj.gov and click on the “Account Access” tab in the upper right-hand corner.

Enter your username and password and select “COPS Hiring Program” from the menu of services. Hard copies or electronic copies sent via email will not be accepted.

Complete application packages for the FY 2020 CHP solicitation are due by March 11, 2020, at 7:59 p.m. EDT. Before submitting your application, please review the *2020 COPS Hiring Program (CHP) Application Guide*. Hard copies or electronic copies sent via email or U.S. Mail will not be accepted.

Contact the COPS Office

For more information about COPS Office programs and resources, please call the COPS Office Response Center at 800-421-6770 or visit the COPS Office website at www.cops.usdoj.gov.

RESOLUTION NO. 2020-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON AUTHORIZING THE CITY MANAGER TO APPLY FOR, ACCEPT AND APPLY GRANT FUNDING FROM DEPARTMENT OF JUSTICE, COMMUNITY-ORIENTED POLICING SERVICES (COPS) HIRING PROGRAM GRANT (CHP) IN THE ANTICIPATED AMOUNT NOT TO EXCEED \$125,000 PER YEAR FOR UP TP THREE YEARS TO BE USED IN CONNECTION WITH THE CITY'S COMMUNITY-ORIENTED POLICING PROGRAM

WHEREAS, The City of Mill Creek is developing a Community-Oriented Policing Program (hereafter "Project"); and

WHEREAS, the City has the opportunity to seek grant funding from the Department of Justice, Community-Oriented Policing Services (COPS) Hiring Program Grant (CHP) to help fund the Project, which will benefit the City, its budget demands and City residents if awarded; and

WHEREAS, the COPS CHP has made grant funding available in the amount of up to \$125,000 per year for three years which can be used to hire an additional officer into the City's Police force to fulfill the goals of the Project and offset City costs and expenditures, and which, if awarded, will expedite and insure adequate funding for the overall Project; and

WHEREAS, the City Council desires to authorize the City Manager to apply for said grant funding and take all necessary steps to obtain and receive payment of such grant, and thereafter apply such funding for the purposes herein stated; and

WHEREAS, such action will substantially further the public health, safety and welfare;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, as follows:

Section 1. The City Council hereby directs City Manager to apply for the above-described grant opportunity and take all necessary steps thereafter to obtain and receive payment of such grant for the purposes stated above. City Manager is expressly authorized to execute all paperwork required to complete the grant process, including receipt and acceptance of funds into the City's accounts and expenditure thereof for the identified Project. Manager will provide periodic reports to the Council concerning the status of the foregoing and keep the Council apprised of the matter.

This Resolution shall be effective immediately upon passage, approval and signatures hereon as required by law.

PASSED IN OPEN MEETING this _____ day of ____, 2019 by a vote of _____ for, _____ against, and _____ abstaining.

PAMELA J. PRUITT, Mayor

ATTEST:

NAOMI FAY, INTERM CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

SCOTT M. MISSALL, CITY ATTORNEY



Agenda Item # _____

Meeting Date: January 28, 2020**CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

AGENDA ITEM: POLICE DEPARTMENT RECRUITMENT STRATEGIES**PROPOSED MOTION:**

None – This is a study session only

KEY FACTS AND INFORMATION SUMMARY:

Training entry level police officers with no prior law enforcement experience can take up to seven months before they are able to start their field training process. All new police recruits must be a full time employee of a police agency before they can be placed onto the wait list for the next available police academy. There is one Washington State Criminal Justice Training Commission (WSCJTC) Basic Law Enforcement Academy (BLEA) located in Burien, WA. The average wait time for getting a new recruit sent to the academy is two to three months and the academy lasts nearly five months (720 hours). By the time a new officer is ready to even begin the field training process, (known as PTO based on the term Police Training Officer) it has been seven to eight months. During this time, the officer is receiving salary and benefits ranging between \$56,770.00 - \$64,880.00.*

This time and cost can be reduced by increasing our recruitment for experienced police officers, more commonly known as “laterals”. The requirement for a lateral police officer is to have worked least 12 months as full-time, general authority peace officer within the 24 months prior to the date of the application and be either currently certified by the WSCJTC or have the ability to meet equivalency standards if coming from out of state. A currently certified officer will have completed the academy and an out-of-state applicant meeting the requirements will have completed an equivalent academy. Hiring a lateral officer reduces the training time by seven to eight months. Lateral officers would only need to go through a PTO process similar to entry level police officers. This process is often shortened depending on the training, experience, and skill level of the lateral officer.

Attracting qualified lateral officer applicants is challenging. The current job market is such that there are not a lot of job seekers out there, particularly lateral applicants who already have a law enforcement job. There is a market however, and in order to be competitive, Mill Creek needs to take action to attract the limited number of applicants. That ‘action’ comes in the form of an incentive package, which includes:

- \$15,000 “signing bonus”, paid in three equal installments as described below
- 12 hours of annual leave per year of prior service, up to a maximum of 60 hours

**Based on an average monthly salary and benefits range of \$7,245/month for 2019 hire with no dependents - \$8,975 for 2020 hire with full family medical coverage.*

Signing bonus: The signing bonus will be paid to the successful lateral applicant would be payable in three installments; \$5,000 upon successful hire, \$5,000 upon completion of probation (one year after hire), and the final \$5,000 upon completion of the lateral officer's second year. The bonus amount would be spread over three annual budget cycles, thus having a smaller impact on the department's salary and benefits line.

The department is not requesting any additional funds to support this program and the amount is within the spending authority of the Chief of Police. Expenses associated with the signing bonus will be covered by personnel vacancy savings or otherwise absorbed into the current biennial operating budget. This program will result in an overall cost savings and an increase to the operational staffing level of the agency.

Pre-loaded annual leave: The pre-loaded annual leave will added to the successful lateral applicant's leave bank *upon completion of PTO*. The leave calculation will be based on 12 hours of leave for each completed year of law enforcement service prior to beginning work in Mill Creek, up to a maximum of 60 hours. The 12 hour per year is in recognition of a 12 hour patrol shift worked by patrol officers. This benefit will cost the City up to \$3120.00, based on an hourly rate of 52.00 per hour and \$624.00 per 12 hour shift. All other leave accruals will be consistent with City personnel policies and applicable collective bargaining agreements.

The authority to proceed with the pre-loaded annual leave element of the incentive program is rooted in the City's personnel policies (400.1). Section 6.7 Employment Offers reads "*In some cases it may be necessary to offer paid time off in addition to what this policy provides to new hires for the purposes of filling a hard to fill position. The City Council authorizes the City Manager to approve additional **annual leave** or exempt leave to be offered to a candidate at the time of hire at his/her discretion, provided that the new hire's leave accruals stay consistent with this policy. For example, the City Manager may authorize a candidate to start their employment with 40 hours of annual leave pre-loaded into their bank.*"

Neighboring police agencies have similar lateral officer signing bonuses, ranging from \$7,500 to \$20,000.

Lateral Officer Bonus currently offered:

Arlington	\$10,000
Bellevue	\$16,000
Des Moines	\$10,000
Everett	\$20,000
Lake Forest Park	\$10,000
Mukilteo	\$15,000
Port Townsend	\$7,500
Puyallup	\$10,000

CITY MANAGER RECOMMENDATION:

None – This is a study session only.

ATTACHMENTS:

- Attachment 1: Entry v. lateral training cost comparison

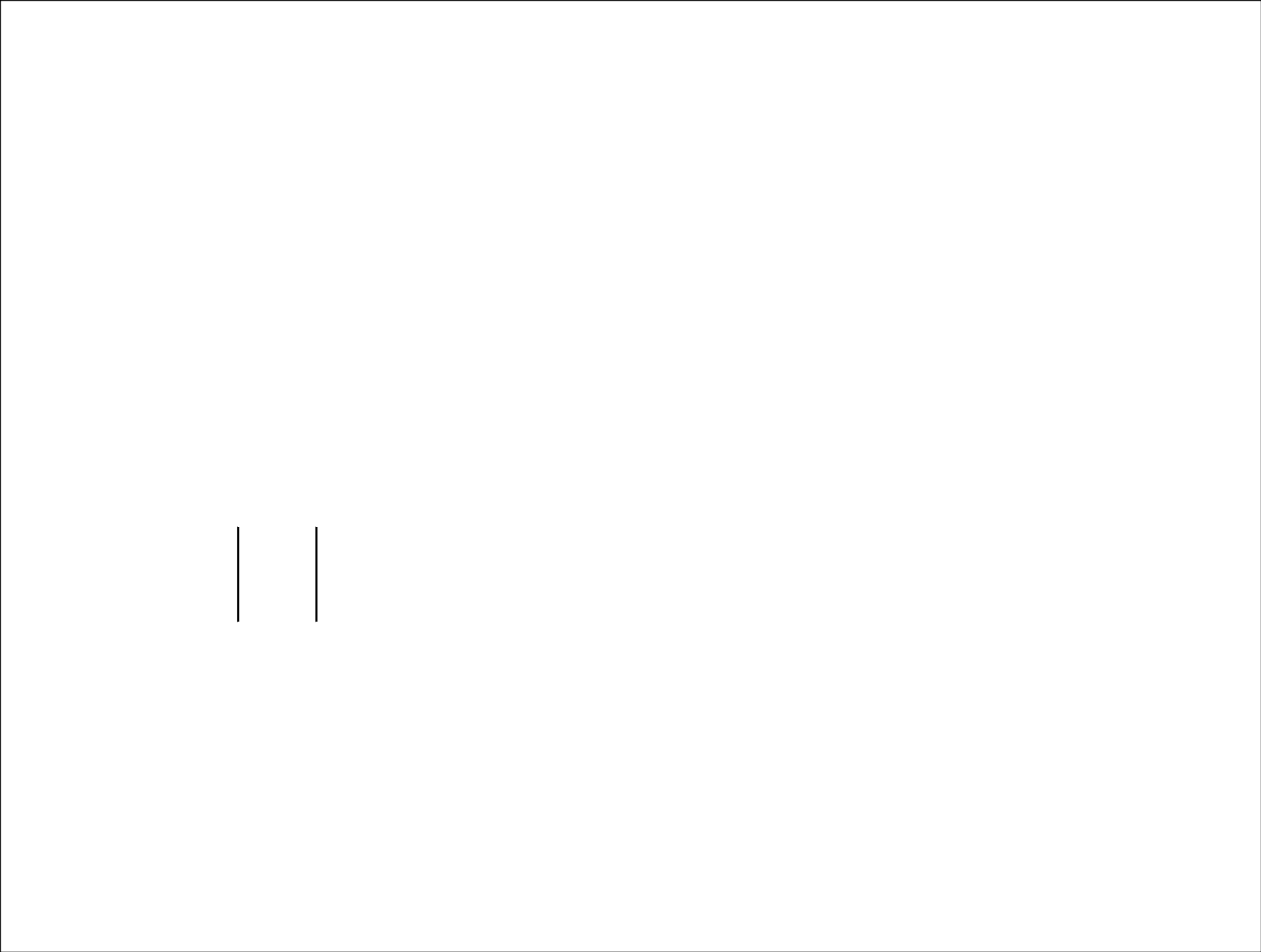
Respectfully Submitted:

Michael G. Ciaravino

Michael G. Ciaravino
City Manager

Attachment 1

Training cost estimates for new hire officers - Entry/ Lateral						
		Entry level (Average Step A)		Lateral entry (Average Step C)		Savings associated with hiring a lateral officer
Academy cost (Based on RCW- mandated 25% cost sharing with CJTC)		\$3,347.00		\$0.00		\$3,347.00
Pre-academy salary/ benefits (based on three month academy wait time)		\$24,330.00		\$0.00		\$24,330.00
During academy salary/ benefits (Based on five month academy)		\$40,550.00		\$0.00		\$40,550.00
During PTO Salary/ benefits * (Based on three month PTO)		\$24,330.00		\$27,031.00		-\$2,701.00
PTO assignment pay (Based on CBA-provided 5% premium pay for Step F PTO)		\$1,296.00		\$1,296.00		\$0.00
Total estimated cost:		\$93,853.00		\$28,327.00		\$65,526.00





Date: January 28, 2020

A/P Check Batches		
Dated	Check Numbers	Amount
12/30/2019	ACH Debit-DOR-Sales Tax-Nov	\$1,278.97
12/30/2019	61365	\$1,060.96
12/31/2019	61366-61431	\$235,001.77
12/30/2019	61646-61701	\$138,180.07
Total		\$375,521.77

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 61365 through 61431, 61646 through 61701 and ACH in the amount of \$375,521.77.

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

Councilmember

Jodie Gunderson
Prepared By - Jodie Gunderson

Councilmember

City Manager

Transaction Detail



Transaction Details	
Date:	12/30/2019
Account Number:	000060104700
Bank ID:	125000024
Transaction:	Preauthorized ACH Debit (455)
Currency:	USD
Amount:	1,278.97 -
Credit/Debit:	DEBIT -
Customer Ref #:	000000000000
Bank Reference:	902561009930685
Value Date:	
Immediate Avail:	0.00
1 Day Float:	0.00
2 Day Float:	0.00
Text:	WA DEPT REVENUE DES:TAX PYMT ID:4106802 INDN:CITY OF MILL CREEK CO ID:9916001118 CCD

12/26/2019

Export

**Washington State Department of Revenue
Combined Excise Tax Return**

600-598-011

CITY OF MILL CREEK

CITY OF MILL CREEK

Filing Period: November 30, 2019 **Filing Frequency:** Monthly

Due Date: December 26, 2019

Business & Occupation

Tax Classification	Gross Amount	Deductions	Taxable Amount	Tax Rate	Tax Due
Retailing	7,457.92	7,457.92	0.00	0.004710	0.00
Service and Other Activities; Gambling Contests of Chance (less than \$50,000 a year)	25,860.33	Add Deduction	25,860.33	0.015000	387.90
Total Business & Occupation					387.90

State Sales and Use

Tax Classification	Gross Amount	Deductions	Taxable Amount	Tax Rate	Tax Due
Retail Sales	7,457.92	Add Deduction	7,457.92	0.065000	484.76
Use Tax	1,028.48		1,028.48	0.065000	66.85
Total State Sales and Use					551.61

Find Location by Address

Local City and/or County Sales Tax

Code	Location	Taxable Amount	Tax Rate	Tax Due
3119	MILL CREEK	7,457.92	0.040000	298.32
			7,457.92	298.32

Find Location by Address

Local City and/or County Use Tax/Deferred Sales Tax

Code	Location	Taxable Amount	Tax Rate	Tax Due
3119	3119 - MILL CREEK	1,028.48	0.040000	41.14
			1,028.48	41.14

Deductions

Line Code	Deduction	Amount Filed
Business & Occupation		
Retailing	Other	7,457.92

Return Totals

Total Tax	1,278.97
Less Credits	0.00
Total Amount	1,278.97

Submitter Information

Prepared By	Jodie Gunderson
Phone Number	(425)-921-5734
Extension	

E-Mail Address

https://secure.dor.wa.gov/atlaservices/wtp/_/ExportView?Doc=f-&Token=W7pHxy5qfB7hR6mwPqn8DPv3vlxdfCSZ

1/2

Combined Excise Tax Return for November 2019 Receipts (posted in December 2019)

WORKSHEET

SW Collection			
SERVICE & OTHER ACTIVITIES B&O:	Taxable Amount	Rate	Tax Due
Surface Water (#401) cash receipts	-	0.01500	-
Cash received SW Fees	-		-
SW CHARGES FROM COUNTY	-		-
ROW Deposits/Collection agency (look in GL)	-		-
Other (Int)	-		-
Sub-total:	401 Cash received =		-
General Fund	-	0.01500	-
Advertising	-		-
Sponsor/donation	-		-
Park & Rec Instructional Activities:	25,860.33	0.01500	387.90
Total Receipts	25,860.33		
Less:			
sales tax revenue	-		-
R&M MCSP field	-		-
Operating-transfers (Gen Fund 2019)			
sponsor/donation-special event			
registration donation	(fun run scholarship donation)		
rec sponsorship-fun run	-		-
misc revenue/OFS	-		-
youth bb league scholarship	-		-
Youth bb league sponsorships	-		-
3on3 sponsorship	-		-
donations- special events	-		-
Farmers market sales - sales tax already paid	-		-
Sub-total:	25,860.33		
Less:			
revenue taxable as retail sales		formula, fills in below	
non taxable donations	-		-
Total P&R B&O for service:	25,860.33		
TOTAL B&O FOR SERVICE:	25,860.33		387.90

RETAIL SALES B&O:	Taxable Amount	Rate	Tax Due
(taxes built into price)			
Passport Photos: 001-000-341-99-00-00 Re	8,208.00	change formula for <<< new tax rates	sales tax only
Exception: General Gov't Function	(7,428.05)		
CPL Laminating : 001-000-322-90-00-00 Re	33.00	change formula for <<< new tax rates	sales tax only
Exception: General Gov't Function	(29.86)		
Park & Rec Sales Subject To Sales Tax:	-	0.00471	-
Park & Rec Activities Subject To Sales Tax:	-	0.00471	-
youth kids fun run * (per calc below)	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY		
youth league basketball	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY		
youth 3 on 3 basketball	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY		
adult 3 on 3 basketball	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY		
adults softball league	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY		
Total P&R retail sales:	-		
TOTAL B&O FOR RETAIL SALES:	7,457.92		-
TOTAL B&O DEDUCTIONS FOR RETAIL SALES:	(7,457.92)		

Combined Excise Tax Return for November 2019 Receipts (posted in December 2019)

600-598-011
City of Mill Creek

State Business and Occupation Section						
Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0004	Service & Other Activities	25,860.33	-	25,860.33	0.015000	387.90
0002	Retailing	7,457.92	7,457.92	-	0.004710	-
		33,318.25	7,457.92	25,860.33		387.90
State Sales and Use Section						
0001	Retail Sales	7,457.92	-	7,457.92	0.085000	484.76
Local Sales Section						
0045	3119 Mill Creek	-	-	7,457.92	0.040000	298.32
State Use Tax Section						
	State Use Tax	1,028.48	-	1,028.48	0.065000	66.85
Local Use Tax Section						
0045	3119 Mill Creek	-	-	1,028.48	0.040000	41.14
TOTAL Sales Tax						783.08
TOTAL Use Tax						107.99
Summary Section						
State Business & Occupation Tax Total						387.90
State Sales and Use Tax Total						551.61
Local and regional Tax Total						339.46
TOTAL AMOUNT OWED:						1,278.97

For recurring month end journal entry:			
	DEBIT	CREDIT	
001-014-518-90-49-53	Retail B&O tax	-	GF retail B&O
001-014-518-90-49-53	Service & other B&O	-	
001-014-589-30-00-00	Sales Tax	783.08	GF Retail ST
001-000-229-00-04-00	Use Tax	107.99	Use tax on purchases
001-000-111-10-00-00	cash	891.07	GF Retail & Use total tax
401-001-531-38-51-01	SW Service & Other B&C	-	surface water b&o
401-000-111-10-00-00	cash	-	sw total tax
001-019-571-10-49-53	Retail B&O tax	-	P&R Retail B&O
001-019-571-10-49-53	Service & other B&O	387.90	P&R Service and Other b&o
001-019-589-30-00-00	sales tax	-	P&R ST
001-000-111-10-00-00	cash	387.90	P&R total tax
		1,278.97	1,278.97

** check ACH for rounding error & penalties/interest

TAX RATE	0.105	
Use Tax	107.99	<<<Enter use tax here
before tax	1,028.48	<<< change formula for new tax rates
total incl tax	1,136.47	

Accounts Payable

Checks by Date - Detail by Check Date

User: Jodieg
 Printed: 1/24/2020 2:25 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61365	BANKCR27	Business Card	12/30/2019		
	1	Reservation Guarantee - G Elwin - IACP Conf. 1			315.81
	2	Lodging - IAPE Training - I Heath 11/03 - 11/04			276.72
	3	Refreshments - Police Department Training 11/1			53.43
	4	Lodging - WASPC Conf - S Eastman 11/18 - 11/			320.25
	5	Clark Black B/W Leather Belt Holster S&W K-F			54.09
	6	Travel Charger Motorola 2 Way Radio			40.66
Total for Check Number 61365:				0.00	1,060.96
61646	911SUPPL 82199	911 Supply Inc 5 - US Flag Pins	12/30/2019		144.08
Total for Check Number 61646:				0.00	144.08
61647	ALDWTR 00320003-01 01100176-01 01300169-01 01550006-01 02170002-01 02460002-01 02470001-01 03050003-01 03095000-01 03805002-01 03865000-01 04900159-01 05400166-01 05590004-02 05600177-03 05700181-01 05702001-01 05705005-01 06900173-02 07850004-01 07855001-01 07895001-01 07900155-01 08000152-01 08300050-01 08800024-01 08900020-01 09000017-01 09080000-01 09100016-01 13233000-01 25703000-01 26070000-01	Alderwood Water District Seattle Hill Rd I/R 09/19 - 11/21 Median 4 & 5 I/R 09/19 - 11/21 1901 Mill Fern Dr SE I/R Median 09/19 - 11/21 16011 28th Dr SE I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 155 Village Grn Dr I/R 09/19 - 11/21 155 Village Grn Dr/Heron Pk 09/19 - 11/21 15933 29th Dr SE I/R 09/19 - 11/21 16220 27th Dr SE I/R 09/19 - 11/21 16217 27th Dr SE I/R 09/19 - 11/21 16205 25th Dr SE I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 Median Number 6 I/R 09/19 - 11/21 15720 Mill Creek Blvd D/C 09/19 - 11/21 15720 Main Street 09/19 - 11/21 15728 Main Street I/R 09/19 - 11/21 15728 Main St D/C 09/19 - 11/21 15728 Main Street 09/19 - 11/21 1300 156th Pl SE I/R 09/19 - 11/21 16101 Highland Blvd/Restr 09/19 - 11/21 16101 28th Dr SE I/R 09/19 - 11/21 16021 28th Dr SE I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 3310 157th Pl SE I/R 09/19 - 11/21 3310 157th Pl SE I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 14600 Mill Creek Blvd I/R 09/19 - 11/21 Seattle Hill Rd I/R 09/19 - 11/21 15200 Mill Creek Blvd I/R 09/19 - 11/21 14725 32nd Dr SE I/R 09/19 - 11/21 15803 32nd Ave SE 09/19 - 11/21	12/30/2019		71.26 71.26 216.20 71.26 71.26 137.14 230.10 71.26 71.26 31.72 71.26 137.14 14.90 521.57 137.14 14.90 440.57 31.72 193.22 137.14 71.26 71.26 137.05 71.26 71.26 71.26 31.72 71.26 31.72 71.26 193.22

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	26467000-01	1900 164th St SE 09/19 - 11/21			71.26
	26468000-01	1900 164th St SE I/R 09/19 - 11/21			71.26
	33254000-01	14725 32nd Dr SE 09/19 - 11/21			193.22
	34493000-01	15720 Main St I/R 09/19 - 11/21			31.72
			Total for Check Number 61647:	0.00	4,144.79
61648	AMTESTIN 113318	Am Test, Inc 5 Fecal Coliform Analysis	12/30/2019		125.00
			Total for Check Number 61648:	0.00	125.00
61649	AMAZON 1R96-7KKT-4N44 1WKW-X4YH-HCNK	Amazon Capital Services Supplies - Preschool Pals 5 - 1/2" SAE Drive Hex Bit Sockets	12/30/2019		442.50 33.05
			Total for Check Number 61649:	0.00	475.55
61650	AMERDIST U025D565	American Distributing Co 439.8 Gallons Propane - Fuel for Emergency Ge	12/30/2019		715.22
			Total for Check Number 61650:	0.00	715.22
61651	BANKCARE 1 10 11 12 13 14 15 16 17 18 19 2 3 4 5 6 7 8 9 9A 9B	Bank of America Facebook Ad 11/05 - 11/06 - Veteran's Day Even Facebook Ad 10/29 - 10/10 - Veteran's Day Even USPS Mailing - WSP Property Lab Case #2019- Facebook Ad 11/09 - 11/09 - Veteran's Day Even My Building Permit.com - Monthly Fee Firearms Target Materials Constant Contact - Tool Kit Monthly Fee - Dec 1 Whelen PAR-46 LED Replacement Lens Sales Tax - 1 Whelen PAR-46 LED Replacement Supplies - Cookie Decorating - Tree Lighting Ce Supplies - Cookie Decorating - Tree Lighting Ce Facebook Ad 11/06 - 11/07 - Veteran's Day Even Constant Contact - Tool Kit Monthly Fee - Nov Facebook Ad 11/06 - 11/08 - Veteran's Day Even Toll Charges - Motor Unit Facebook Ad 11/07 - 11/09 - Veteran's Day Even Arts & Beautification Board - Historical Preserv Sno County Cities & Town Mtg - M Todd 11/21 ROW - Permit Fee - Sno Co #19-117244-RWB ROW - Permit Fee - Sno Co #19-117245-RWC ROW - Permit Fee - Sno Co #19-117245-RWC	12/30/2019		25.00 470.00 7.35 40.00 59.95 49.13 104.98 141.88 14.90 55.99 19.89 25.00 105.07 35.00 2.75 50.00 25.75 45.00 170.00 50.00 90.00
			Total for Check Number 61651:	0.00	1,587.64
61652	BANKCR16 1 2 3 4 5	Bank of America MC Rotary Meeting - T Rogers 11/06 Land Use Case Law Update Train - C Schmidt 1 Parking - PAC Meeting - T Rogers 11/14 MC Rotary Meeting - T Rogers 11/20 MC Rotary Meeting - T Rogers 12/04	12/30/2019		17.00 35.00 7.00 17.00 17.00
			Total for Check Number 61652:	0.00	93.00
61653	BENEAD 1912514	Benefit Administration Co, LLC Section 125 Flexible Benefits Plan - Dec	12/30/2019		129.10
			Total for Check Number 61653:	0.00	129.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61654	Beyond 6	Beyond the Benchmark Leadership/Executive Coaching Training - PW 1	12/30/2019		600.00
			Total for Check Number 61654:	0.00	600.00
61655	BIOCLEAN 10569 10574	Bio Clean Inc Decontamination - Bio Hazardous Materials - C2 Decontamination - Bio Hazardous Materials - C2	12/30/2019		359.13 325.98
			Total for Check Number 61655:	0.00	685.11
61656	BCS 2019-8MC	Bridge Coordination Services DV Services - November	12/30/2019		1,730.52
			Total for Check Number 61656:	0.00	1,730.52
61657	BANKCR20 1 10 11 12 12A 13 2 3 4 5 6 7 8 9	Business Card Returned - Christmas Lights - CHS Vac Filters, WD40 LED Christmas Lights - CHS Restroom Door Finger Guard - CHN Use Tax - Restroom Door Finger Guard - CHN Duct Tape, 1/2 Breaker Bars, Light Clips Safety Hardware, Drill Bits, Supplies - Commun Screw Bits Cabinet Brackets - CHN Cabinet Locks - CHN Tape Measures Christmas Light Clips - CHN Christmas Light Clips - CHS LED Christmas Lights - CHS	12/30/2019		-22.08 27.36 33.11 131.87 -12.53 53.76 45.46 6.59 15.25 59.39 22.06 10.78 21.55 105.93
			Total for Check Number 61657:	0.00	498.50
61658	BANKCR23 1 2 3	Business Card Lodging - WASCP Conference - G Elwin 11/18 - Case #2016-11654 - Mail Property to Owner in C Firearms Target Materials	12/30/2019		320.25 421.04 47.54
			Total for Check Number 61658:	0.00	788.83
61659	CITYEVE I19004698	City of Everett Animals Brought to Shelter - Nov 2019	12/30/2019		195.00
			Total for Check Number 61659:	0.00	195.00
61660	CITYLYN 15603	City of Lynnwood Jail Room & Board - Sept 2019	12/30/2019		189.00
			Total for Check Number 61660:	0.00	189.00
61661	COPIETC AR45488	Copiers Etcetera, Inc. Repairs & Maint - Copy Machines	12/30/2019		1,154.73
			Total for Check Number 61661:	0.00	1,154.73
61662	MOVOMOZ 7255 7256 7257 7332	Cornell & Cornell Move Over Mozart Piano Classes: 3,5-4 Yrs 09/ Move Over Mozart Piano Classes: 5-6 Yrs 09/12 Move Over Mozart Piano Classes: 7-12 Yrs 09/1 Move Over Mozart Piano Classes: 5-6 Yrs 09/12	12/30/2019		600.60 721.70 622.30 600.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61662:	0.00	2,545.20
61663	ADLFSASC 150960	ESA Prof Svcs - 35th Ave Mixed Use 11/01 - 11/30	12/30/2019		1,495.00
			Total for Check Number 61663:	0.00	1,495.00
61664	GTHENORTH 425745697408189	Frontier CC Line, Fax, Property Room 11/19 - 12/18	12/30/2019		176.17
			Total for Check Number 61664:	0.00	176.17
61665	HARRISF FOCSS10066 FOCSS10575 FOCSS10635 FOCSS10858 FOCSS10920 ITCS509251 ITCS509668	Harris Ford LOF, Fuel Filter, Repair Oil Pump Leak, Repair Brakes, Calipers & Front End - PW4 Replace Front Wheel Bearings - PW6 LOF - PW11 LOF - PW1 LOF, Axle, King Pins - PW3 LOF - PW10	12/30/2019		571.29 4,477.33 156.82 69.84 75.91 4,647.74 178.89
			Total for Check Number 61665:	0.00	10,177.82
61666	HEATHI Reimb Heath	Ilia Heath Mileage & Meal Reimbursement-I Heath-CJTC	12/30/2019		291.62
			Total for Check Number 61666:	0.00	291.62
61667	HOOKLNDE 12/10/2019	Rebecca Hookland Returned Direct Deposit - Account Closed - 12/1	12/30/2019		20.00
			Total for Check Number 61667:	0.00	20.00
61668	WSCJTC 201133737	Wa State Criminal Justice Training Commis Property & Evidence Training - I Heath & L Pige	12/30/2019		200.00
			Total for Check Number 61668:	0.00	200.00
61669	MASONSCC 2225843-00	Masons Supply Company 50 Bags - Perma Patch	12/30/2019		894.31
			Total for Check Number 61669:	0.00	894.31
61670	MAYBERM 7295 7297 7299	Mitch Mayberry Tiny Tiger Martial Arts 11/01 - 12/20 #7295 Tiger Martial Arts: Beginner 11/01 - 12/20 #7297 Tiger Martial Arts: Colored 11/01 - 12/20 #7299	12/30/2019		665.00 399.00 266.00
			Total for Check Number 61670:	0.00	1,330.00
61671	OMWATT 831592 831593 831594 831595 831597 831598 831599 831600 831601 831602	Ogden Murphy Wallace Attorneys Prof Legal Services - Audit - Oct Prof Legal Services - Council - Oct Prof Legal Services - Comcast Franchise - Oct Prof Legal Services - CED - Oct Prof Legal Services - Exec - Oct Prof Legal Services - Finance - Oct Prof Legal Services - HR - Oct Prof Legal Services - Kirschten Tort Claim - Oct Prof Legal Services - 35th Ave Recon - Oct Prof Legal Services - Olympia Dioceses - Oct	12/30/2019		552.50 2,199.00 241.50 670.00 2,338.50 1,511.00 2,573.00 167.50 957.50 938.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	831603	Prof Legal Services - Police - Oct			488.00
	831604	Prof Legal Services - City Clerk - Oct			435.50
	831614	Prof Legal Services - Kirk PRA Suit - Oct			67.00
	832006	Prof Legal Services - Franchises - Nov			1,503.00
			Total for Check Number 61671:	0.00	14,642.00
61672	OLBRECAS Nov 2019	Olbrechts & Associates PLLC Prof Svcs - Hearing Examiner - Nov 2019	12/30/2019		1,328.00
			Total for Check Number 61672:	0.00	1,328.00
61673	Otak 0001119000250 0001119000250A	Otak, Inc., Prof Svcs - MC Blvd Corridor Subarea Plan Thr Prof Svcs - MC Blvd Corridor Subarea Plan Thr	12/30/2019		2,740.91 6,395.46
			Total for Check Number 61673:	0.00	9,136.37
61674	ELLITIRE 064462011033 064462011107	PepBoys-Remittance Dept Rear Seal Retainer, Torque Converter Seal - Car Battery - Car #38	12/30/2019		87.58 172.92
			Total for Check Number 61674:	0.00	260.50
61675	PERTEET 20160281.023-1 20180189.000-9	Perteet Inc Prof Svcs - 35th Ave MC Mixed Use Submittal F Prof Svcs - Grade F Pipe Repairs 07/01 - 12/01	12/30/2019		2,775.00 155.00
			Total for Check Number 61675:	0.00	2,930.00
61676	PHILPUB 30923	Philips Publishing City Connection 2020 Media Kit	12/30/2019		650.00
			Total for Check Number 61676:	0.00	650.00
61677	PLANTSCP 49478E 49478E1 49478E10 49478E11 49478E12 49478E13 49478E14 49478E15 49478E2 49478E3 49478E4 49478E5 49478E6 49478E7 49478E8 49478E9	Plantscapes Horticultural Services Landscape Maint - CHS Landscape Maint - CHN Landscape Maint - Hillside Park Landscape Maint - Silver Crest Park Landscape Maint - Buffalo Park Landscape Maint - R/W Medians Landscape Maint - Interior Medians Landscape Maint - Ditches Landscape Maint - MC Library Landscape Maint - Library Park Landscape Maint - Heron Park Landscape Maint - MCSP Landscape Maint - Highland Park Landscape Maint - Pine Meadows Park Landscape Maint - Nickel Creek Park Landscape Maint - Cougar Park	12/30/2019		395.41 174.77 781.27 304.74 1,000.48 1,173.21 111.80 1,756.34 379.77 670.05 729.30 602.07 1,362.80 1,484.40 429.09 1,368.76
			Total for Check Number 61677:	0.00	12,724.26
61678	PLATT X819281	Platt Electric Supply, Inc Transformer for Door Locks - Parks	12/30/2019		26.90
			Total for Check Number 61678:	0.00	26.90
61679	PRYTHSP 755884	Protect Youth Sports Background Check - Customer Service - J Lee	12/30/2019		8.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61679:	0.00	8.95
61680	PUBSAF 2019-0904	Public Safety Testing 4th Qtr Subscription Fees Oct-Dec 2019	12/30/2019		271.00
			Total for Check Number 61680:	0.00	271.00
61681	SNOCPUD 105244418 105246053 111858624 115156012 118471724 128388803 128389392 131697704 131702015 138214163 138218383 144866713 154701201 157901836 157903804	PUD No. 1 of Snohomish County 13901 North Pointe Cir Irrig 11/06 - 12/06 2720 Seattle Hill Rd 11/07 - 12/11 2501 147th Pl SE 11/19 - 12/20 2725 Seattle Hill Rd 11/07 - 12/11 15728 Main St 11/03 - 12/05 1900 164th St SE 11/08 - 12/11 15803 32nd Ave SE 11/07 - 12/11 2024 Seattle Hill Rd 11/07 - 12/11 13903 N Creek Dr 11/15 - 12/17 14810 35th Ave SE 11/07 - 12/10 928 Dumas Rd 11/15 - 12/17 15720 Main St 11/14 - 12/16 13628 N Creek Dr 11/15 - 12/17 15720 Main St Unit B 11/14 - 12/16 13510 N Creek Dr 11/15 - 12/17	12/30/2019		16.74 18.90 22.33 18.90 1,538.16 33.28 120.44 40.97 865.59 70.89 134.52 1,762.35 79.07 359.35 53.88
			Total for Check Number 61681:	0.00	5,135.37
61682	PUGETSO 200004765331 200004765463	Puget Sound Energy 15720 Main St 11/18 - 12/18 15728 Main St 11/18 - 12/18	12/30/2019		514.37 768.89
			Total for Check Number 61682:	0.00	1,283.26
61683	PITNEYW 800090000046343	Purchase Power Postage - Refill Postage Meter	12/30/2019		3,025.00
			Total for Check Number 61683:	0.00	3,025.00
61684	RONGERJ 9145	John Rongerude P.S. Conflict Public Defender - Case #8Z0506053	12/30/2019		300.00
			Total for Check Number 61684:	0.00	300.00
61685	SHANWILS 112310	Shannon & Wilson Inc Prof Svcs - Wetland Delineation/Verification Thr	12/30/2019		7,122.84
			Total for Check Number 61685:	0.00	7,122.84
61686	SNOCOSHO 1000521883	Snohomish County Sheriff's Office 10 - Remington 870 Shotguns	12/30/2019		1,250.00
			Total for Check Number 61686:	0.00	1,250.00
61687	SHREDIT 8128560754 8128772265	Shred-It USA Inc Shredding Service Fee - Shred Event 10/26 Shredding Service Fee	12/30/2019		694.35 78.53
			Total for Check Number 61687:	0.00	772.88
61688	SIPDIPND 7265	Sip Dip-n-Doodle LLC Canvas Painting: Gingerbread House 12/14 #726	12/30/2019		234.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61688:	0.00	234.50
61689	SNOCOC 2019-5815	Snohomish County Corrections Jail Service Fee - Oct	12/30/2019		18,031.40
			Total for Check Number 61689:	0.00	18,031.40
61690	SNOCOSHI 2019-6089	Snohomish County Treasurer Inmate Medical Billing - October	12/30/2019		10.35
			Total for Check Number 61690:	0.00	10.35
61691	SNDPUBIN EDH884389 EDH884390 EDH884839	Sound Publishing Inc Publication of Ordinance #2019-856 Publication of Ordinance #2019-857 Publication of Ordinance #2019-858	12/30/2019		27.15 27.15 27.15
			Total for Check Number 61691:	0.00	81.45
61692	SDISTCRT I000519649 I000519649A	South District Court Filing Fees SD Court - Nov Interpreter Costs - Nov	12/30/2019		5,483.36 376.34
			Total for Check Number 61692:	0.00	5,859.70
61693	STATEAUD L133951	State Auditor's Office Statutory Audit Services 2017-2018	12/30/2019		7,607.61
			Total for Check Number 61693:	0.00	7,607.61
61694	TERMINIX 392272947	Terminix Processing Center Pest Control - WO# 16661839542 - MC Library	12/30/2019		83.98
			Total for Check Number 61694:	0.00	83.98
61695	UNUM 0220603-035 5	UNUM Life Ins. Co. of America Long Term Care EE - J Klei 01/01 - 12/31	12/30/2019		882.00
			Total for Check Number 61695:	0.00	882.00
61696	USBANK XXXXXXXX139	US Bank NA - Custody Investment Custody Charges 11/01 - 11/30	12/30/2019		24.00
			Total for Check Number 61696:	0.00	24.00
61697	VOICESNW 12/01/2019	Voices Northwest Music Performance - Annual Tree Lighting Ever	12/30/2019		100.00
			Total for Check Number 61697:	0.00	100.00
61698	WAALARM 469826	Washington Alarm Install Panic Buttons - CHN	12/30/2019		2,390.52
			Total for Check Number 61698:	0.00	2,390.52
61699	WABO 38270 MEMBER 2020	Washington Assoc of Bldg off Job Posting - Bldg Official - WABO Website WABO 2020 Membership Dues - K Mason-Hatt	12/30/2019		50.00 95.00
			Total for Check Number 61699:	0.00	145.00
61700	WCLLC	WIESE CONSULTING, LLC	12/30/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	Nov 2019	Prof Svcs - Grade "F" Pipe Repairs - Nov			1,976.04
			Total for Check Number 61700:	0.00	1,976.04
61701	ZAC&THOM 19-MCR00012	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer - Dec	12/30/2019		9,500.00
			Total for Check Number 61701:	0.00	9,500.00
			Total for 12/30/2019:	0.00	139,241.03
61366	911SUPPL 77019 80492 83661	911 Supply Inc Uniform Medals - Patrol Uniform Medals - Patrol 2 Polo Shirts w/Embroidery, 1 Pr. Pants - S Whi	12/31/2019		2,748.69 390.27 197.21
			Total for Check Number 61366:	0.00	3,336.17
61367	A&CGLASS 15019	A & C Glass Replace Broken Window - Library 12/24	12/31/2019		718.25
			Total for Check Number 61367:	0.00	718.25
61368	AFSCME1 19.4	AFSCME Local 1811-M Union Work Permit Fee-Seasonal Workers 2019	12/31/2019		43.59
			Total for Check Number 61368:	0.00	43.59
61369	ALLBATRY 8000-10057304 8000-10057314	All Battery Sales & Service Battery - Staff Car #1 2 Batteries - PW4	12/31/2019		133.65 267.30
			Total for Check Number 61369:	0.00	400.95
61370	AMTESTIN 113854	Am Test, Inc 5 - Fecal Coliform Analysis	12/31/2019		125.00
			Total for Check Number 61370:	0.00	125.00
61371	AMAZON 1TMD-Y6CD-3K7X	Amazon Capital Services 2-Non-Shunted Light Socket for LED Fluoresce	12/31/2019		30.92
			Total for Check Number 61371:	0.00	30.92
61372	BANKCARE 1 10 11 11A 12 13 14 15 16 17 18 19 2 20 21	Bank of America Refund - ROW Permit Fee - Sno-Co #19-117244 4 - 6 Folding Table - Rec Presidential Service Awards - Citizen's Patrol Use Tax - Presidential Service Awards - Citizen's Refreshments - Wellness Christmas Potluck 12/1 Supplies - Preschool Pals City Action Days 2020 - M Todd 01/28 - 01/29 Employment Ad - Surface Water Engineer Employment Ad - Chief of Staff Employment Ad - Executive Assistant/Deputy C. 50 - Rite In The Rain Notebooks Sales Tax - 50 - Rite In The Rain Notebooks Thank You Cards, Env. & Address Labels for Ce Shipping for Annual Equipment Certification - F WA DOL Licensing Fees - PD Car #49	12/31/2019		-170.00 205.40 82.25 -7.82 16.03 66.02 200.00 90.00 225.00 225.00 130.00 13.65 182.31 128.57 64.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	3	Registration - FBI Leeda 29th Conf - I Durkee 0-			350.00
	4	Registration - FBI Leeda 29th Conf - R Fleming			350.00
	5	FBI-LEEDA Education Conf - Airfare - R Flemi			312.30
	5A	FBI-LEEDA Education Conf - Airfare - I Durkee			312.30
	6	5 - 8' Folding Table, 2 - Left Folding Table			483.91
	7	Large Planning Calendars - City Clerk Office			31.66
	8	Airfare Cancellation Fee - N Lerma			125.00
	9	State of Everett - M Todd 01/16			35.00
	9A	State of Everett - M Ciaravino 01/16			35.00
Total for Check Number 61372:				0.00	3,485.58
61373	BANKCR16	Bank of America	12/31/2019		
	1	Lunch - MC Rotary - T Rogers 12/11			17.00
	2	Decade of Demand Responsive Parking Train - 1			30.00
	3	Activating Spaces, Developing Places Train - T 1			25.00
	4	Guide to National Sign Illumination Standards -			30.00
Total for Check Number 61373:				0.00	102.00
61374	BHCCONS 0011681	BHC Consultants, LLC Prof Svcs - Building Inspection Services 10/26 -	12/31/2019		5,040.73
Total for Check Number 61374:				0.00	5,040.73
61375	BANKCR20	Business Card	12/31/2019		
	1	Washers for Sign Installation			20.22
	10	2019 Pets & Pesticides - M Combs 12/12			15.00
	11	2019 Water Quality and Pesticide Reg. - M Com			15.00
	12	Cleaner & Brushes - Graffiti Removal - 35th Ave			38.98
	13	Pesticide Recertification - M Combs 12/27			75.00
	14	2019 Heat Stress Train - J Chriest 12/30			15.00
	15	2019 Pesticide Storage/Disposal Train - J Chriest			15.00
	16	2019 Bees/Wasps Management Train - J Chriest			15.00
	17	2019 Protecting Pollinators Train - J Chriest 12/3			15.00
	18	2019 Noxious Weed Basics Train - N Beagle 12/			15.00
	19	2019 Weed ID & Management Train - N Beagle			15.00
	2	Bucket, Electrical Tape, Concrete Bolts - PW Sh			57.70
	20	2019 Insect & Mite Management Train - N Beag			15.00
	21	2019 Protecting Pollinators Train - N Beagle 12/			15.00
	22	2019 Biological Control Train - N Beagle 12/30			15.00
	23	Management of Aquatic Environ. Train - J Chrie			15.00
	3	Concrete Drill - Street Sign Installation			35.34
	4	Drill, Washers, Hex Bolts & Nuts - Sign Installat			48.07
	5	WTLS Recertification - N Beagle, J Wright, T D			550.00
	6	2019 Water Quality/Pesticide Reg. - J Chriest 12			15.00
	7	2019 Soil, Pesticide Fate & IPM Reg. - J Chriest			15.00
	8	2019 Pesticide Risk Assessment Train. - J Chries			15.00
	9	2019 Weed ID & Management Reg - M Combs 1			15.00
Total for Check Number 61375:				0.00	1,065.31
61376	CITYLYN 16214 16221	City of Lynnwood Jail Room & Board - Nov 2019 Jail Room & Board - Dec 2019	12/31/2019		1,104.00 595.00
Total for Check Number 61376:				0.00	1,699.00
61377	MOVOMOZ 7331	Cornell & Cornell Move Over Mozart Piano Classes: 3.5 - 4 Yrs - C	12/31/2019		600.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61377:	0.00	600.60
61378	DMNDVET 444139	Diamond Veterinary Hospital Emergency Fee & Exam - Bagira	12/31/2019		160.50
			Total for Check Number 61378:	0.00	160.50
61379	FBILEEDA 200038173	FBI-LEEDA FBI LEEDA Training - 07/2020 I Heath	12/31/2019		695.00
			Total for Check Number 61379:	0.00	695.00
61380	FELDMAJ Dec 2019	Feldman & Lee, P.S. Public Defender Contract - Flat Fee - Dec	12/31/2019		9,000.00
			Total for Check Number 61380:	0.00	9,000.00
61381	GTHENORTH 425316032611080 425745697408189	Frontier Alarm System Line Chgs - Cook House 12/16 - (CC Line, Fax 12/19 - 01/18	12/31/2019		65.97 176.17
			Total for Check Number 61381:	0.00	242.14
61382	GRYOSBRN 22 4 5	Gray & Osborne Inc Prof Svcs - 35th Ave SE Construction 11/10 - 12. Prof Svcs - EGUUV Spine Road ROW 11/10 - 12/ Prof Svcs - 2020 Grade C Stormwater Pipe Repa	12/31/2019		2,287.73 1,123.23 6,715.22
			Total for Check Number 61382:	0.00	10,126.18
61383	HARRISF FOCS510355	Harris Ford LOF, Fuel Filter, Front Tires, Ball Joint, Rear Rc	12/31/2019		3,393.19
			Total for Check Number 61383:	0.00	3,393.19
61384	WSCJTC 201133800	Wa State Criminal Justice Training Commis Firearms Handgun Instructor Training - T Kidwve	12/31/2019		750.00
			Total for Check Number 61384:	0.00	750.00
61385	SHURKLEN 422 422A	Kramer Enterprises, LLC Vehicle Washes - December 2019 Vehicle Washes - December 2019	12/31/2019		20.11 10.06
			Total for Check Number 61385:	0.00	30.17
61386	LANEP 3815784 3815785	Lanepowell Prof Legal Svcs - Employment - Dec Prof Legal Svcs - Employment - Dec	12/31/2019		53,146.50 3,774.00
			Total for Check Number 61386:	0.00	56,920.50
61387	NELSONR 00190223 00190223A 00190223B	Ryan Nelson Refund CPL Laminate Refund CPL Refund DOL Fee	12/31/2019		3.00 18.00 18.00
			Total for Check Number 61387:	0.00	39.00
61388	NORTHSH 10261	Northshore Senior Center Allocation for Senior Program - 4th Qtr 2019	12/31/2019		3,750.00

AGENDA ITEM #J.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61388:	0.00	3,750.00
61389	OMWATT	Ogden Murphy Wallace Attorneys	12/31/2019		
	834009	Prof Legal Svcs - Council - Dec			2,231.50
	834010	Prof Legal Svcs - Comcast Franchise - Dec			859.50
	834011	Prof Legal Svcs - CED - Dec			3,517.50
	834012	Prof Legal Svcs - Engineering - Dec			2,010.00
	834013	Prof Legal Svcs - Exec - Dec			1,947.24
	834014	Prof Legal Svcs - Finance - Dec			2,227.00
	834015	Prof Legal Svcs - HR - Dec			33.50
	834017	Prof Legal Svcs - Kirschten Tort Claim - Dec			871.00
	834018	Prof Legal Svcs - 35th Ave Recon - Dec			80.10
	834019	Prof Legal Svcs - Olympic Dioceses - Dec			7,169.00
	834020	Prof Legal Svcs - Police - Dec			770.50
	834021	Prof Legal Svcs - City Clerk - Dec			347.50
	834022	Prof Legal Svcs - SLWD - Dec			536.00
	834048	Prof Legal Svcs - Kirk PRA Suit - Dec			201.00
			Total for Check Number 61389:	0.00	22,801.34
61390	OREILLY	O'Reilly Automotive Inc	12/31/2019		
	2986-234943	Trailer Wire, Connector, Glass Cleaner - Shop St			27.37
	2986-237187	Cleaner - Shop Supplies			11.58
			Total for Check Number 61390:	0.00	38.95
61391	Otak	Otak, Inc.,	12/31/2019		
	000121900350	Prof Svcs - MC Blvd Corridor Subarea Plan - Th			32,967.91
	000121900350A	Prof Svcs - MC Blvd Corridor Subarea Plan - Th			14,129.10
			Total for Check Number 61391:	0.00	47,097.01
61392	PACAIR	Pacific Air Control, Inc.	12/31/2019		
	26017	2nd Semi-Annual Billing - HVAC Maint 08/01 -			754.16
			Total for Check Number 61392:	0.00	754.16
61393	PACTOP	Pacific Topsoils, Inc.	12/31/2019		
	1-T1112210	Dump - Seattle Hill Road Cleanup			21.00
			Total for Check Number 61393:	0.00	21.00
61394	PAKOR	Pakor Inc	12/31/2019		
	0527408	2 Cases - Passport Film			565.65
			Total for Check Number 61394:	0.00	565.65
61395	PAWS	PAWS	12/31/2019		
	Dec 2019	Animals Brought To Shelter - Dec			187.00
	Nov 2019	Animals Brought To Shelter - Nov			374.00
			Total for Check Number 61395:	0.00	561.00
61396	ELLITIRE	PepBoys-Remittance Dept	12/31/2019		
	064462003124	Remove & Replace A/C Compressor - Car #40			1,535.62
	064462011391	LOF - Car #41			65.87
			Total for Check Number 61396:	0.00	1,601.49
61397	PETTY CA	Petty Cash Fund	12/31/2019		
	1	Cash Token 08/13 - POP Kid's Club Farmer's M			29.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
1A		Cash Token 08/13 - POP Kid's Club Farmer's Mkt			8.00
1B		Cash Token 08/13-POP Kid's Club Farmers Mkt			2.00
1C		Cash Token 08/13-POP Kid's Club Farmers Mkt			16.00
1D		Cash Token 08/13-POP Kid's Club Farmers Mkt			16.00
2		Cash Token 08/20-POP Kid's Club Farmers Mkt			20.00
2A		Cash Token 08/20-POP Kid's Club Farmers Mkt			6.00
2B		Cash Token 08/20-POP Kid's Club Farmers Mkt			41.00
2C		Cash Token 08/20-POP Kid's Club Farmers Mkt			12.00
3		10 Copies "All About Me" Poster			17.24
4		Parking - WAPRO Conf - I Heath10/10			12.00
5		Parking - IT Mgr Mtg - J Busch 12/04			4.00
Total for Check Number 61397:				0.00	183.24
61398	PLANTSCP	Plantscapes Horticultural Services	12/31/2019		
	50015E	Landscape Maint - Nov - CHS			296.56
	50015E1	Landscape Maint - Nov - CHN			131.08
	50015E10	Landscape Maint - Nov - Hillside Park			585.95
	50015E11	Landscape Maint - Nov - Silver Crest Park			228.56
	50015E12	Landscape Maint - Nov - Buffalo Park			750.35
	50015E14	Landscape Maint - Nov - R/W Medians			1,173.21
	50015E15	Landscape Maint - Nov - Interior Medians			111.80
	50015E16	Landscape Maint - Nov - Ditches			1,756.33
	50015E2	Landscape Maint - Nov - MC Library			284.82
	50015E3	Landscape Maint - Nov - Library Park			502.53
	50015E4	Landscape Maint - Nov - Heron Park			546.98
	50015E5	Landscape Maint - Nov - MC Sports Park			451.56
	50015E6	Landscape Maint - Nov - Highland Park			1,022.09
	50015E7	Landscape Maint - Nov - Pine Meadows Park			1,113.30
	50015E8	Landscape Maint - Nov - Nickel Creek Park			321.82
	50015E9	Landscape Maint - Nov - Cougar Park			1,026.58
Total for Check Number 61398:				0.00	10,303.52
61399	PLATT X958647	Platt Electric Supply, Inc 90 - Light Bulbs - CHS/Library	12/31/2019		356.74
Total for Check Number 61399:				0.00	356.74
61400	PLAYWELL 7243	Play-Well TEKnologies Winter Wonderland Engineering LEGO 12/26 - 1	12/31/2019		539.00
Total for Check Number 61400:				0.00	539.00
61401	SNOCPUD	PUD No. 1 of Snohomish County	12/31/2019		
	105256351	Street Light - 1 Light - 160W 12/01 - 12/31			5.18
	108559094	3401 148th St SE 11/19 - 12/20			178.63
	115165650	Street Lights - 189 Lights - 200W 12/01 - 12/31			1,736.91
	115166117	Street Lights - 1 Light - 240W 12/01 - 12/31			7.94
	125116312	1700 Mill Creek Rd 11/22 - 12/24			98.27
	125122614	902 164th St SE 12/06 - 01/07			36.89
	128397743	2701 155th St SE 11/27 - 12/30			24.51
	131708252	16110 1/2 29th Dr SE 11/24 - 12/27			83.00
	131710705	13332 44th Ave SE 12/04 - 01/06			82.46
	135016093	14600 16th Ave SE 12/05 - 01/03			24.75
	138224375	Street Lights - 49 Lights - 20W 12/01 - 12/31			17.15
	138227638	4560 SAC 12/05 - 01/07			72.42
	141533024	15601 22nd Ct SE 11/27 - 12/30			27.95
	144874343	Street Lights - 6 Lights - 150W 12/01 - 12/31			28.98
	144874789	Street Lights - 386 Lights - 100W 12/01 - 12/31			1,389.60
	148159517	Street Lights - 21 Lights - 400W 12/01 - 12/31			312.90

AGENDA ITEM #J.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	151463138	15510 Village Green Dr 11/27 - 12/30			18.36
	151466717	4842 SAC 12/06 - 01/09			95.30
	154706770	Street Lights - 91 Lights - 250W 12/01 - 12/31			985.53
	154706771	Street Lights - 841 Lights - 100W 12/01 - 12/31			6,021.56
	154707537	14729 12th Ave SE 11/27 - 12/31			18.90
	161089014	Street Lights - 8 Lights - 200W 12/01 - 12/31			47.68
	161089015	Street Lights - 38 Lights - 250W 12/01 - 12/31			285.38
	161089016	Street Lights - 39 Lights - 400W 12/01 - 12/31			441.48
	167535075	Street Lights - 17 Lights - 100W 12/01 - 12/31			52.87
			Total for Check Number 61401:	0.00	12,094.60
61402	SANDACLN Nov/Dec/Jan Nov/Dec/Jan1	Sanda Cleaners Uniform Dry Cleaning - S Eastman Uniform Dry Cleaning - S Conner & J Mack	12/31/2019		182.00 169.07
			Total for Check Number 61402:	0.00	351.07
61403	SHANWILS 112776	Shannon & Wilson Inc Prof Svcs - Church Parcel Thru 12/21	12/31/2019		80.00
			Total for Check Number 61403:	0.00	80.00
61404	SHI B11111670	SHI International Corp Barracuda Network - 1 Year Energize Updates 1/	12/31/2019		2,832.20
			Total for Check Number 61404:	0.00	2,832.20
61405	SILVERL	Silverlake Water District	12/31/2019		
	14112-27585	132nd & SR 527 - Irrig 12/01 - 12/31			7.60
	14737-19068	13617 28th Dr SE - Irrig 12/01 - 12/31			7.60
	17679-27345	15429 1/2 Bothell Everett Hwy 12/01 - 12/31			7.60
	17684-27596	15429 Bothell Way - Irrig 12/01 - 12/31			7.60
	24079-27593	Hillside Irrig 12/01 - 12/31			7.60
	32140-27632	13903 N Creek Dr - Irrig 12/01 - 12/31			7.60
	32141-27633	13903 N Creek Dr 12/01 - 12/31			71.70
	35995-27914	SR 527 - Irrig 12/01 - 12/31			7.60
	35996-27914	14600 SR 527 - Irrig 12/01 - 12/31			7.60
	35997-27914	13800 N SR 527 - Irrig 12/01 - 12/31			7.60
	35998-27914	1600 SR 527 - Irrig 12/01 - 12/31			7.60
	35999-27914	15200 SR 527 - Irrig 12/01 - 12/31			7.60
	36000-27914	15100 N SR 527 - Irrig 12/01 - 12/31			7.60
	36016-27914	SR 527 & Trillium Blvd - Irrig 12/01 - 12/31			7.60
	36025-27914	14600 SR 527 - Irrig 12/01 - 12/31			7.60
	36026-27914	SR 527 & Dumas Rd - Irrig 12/01 - 12/31			7.60
	36365-27593	Dumas Rd Irrigation 12/01 - 12/31			22.30
	37034-30017	14721 12th Ave SE - Irrig 12/01 - 12/31			7.60
	37680-27914	0 33rd Dr & Northpointe Circle - Irrig 12/01 - 12			7.60
	40191-27914	13401 44th Ave SE - Restroom 12/01 - 12/31			68.00
			Total for Check Number 61405:	0.00	291.20
61406	SMARSH INV00565228	Smarsh Inc Text Message Archiving - 11/1/2019 - 06/30/202	12/31/2019		79.67
			Total for Check Number 61406:	0.00	79.67
61407	SNOCOUTY I000523979	Snohomish County Spotlight Repair - Car #40	12/31/2019		86.66
			Total for Check Number 61407:	0.00	86.66

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61408	SNOCOC 2019-6109	Snohomish County Corrections Jail Services Fees - Nov	12/31/2019		12,774.04
Total for Check Number 61408:				0.00	12,774.04
61409	SNOCOPW I000523336 I000523336A	Snohomish County Public Works Signal Maintenance - Nov - RR7552 Dumas Rd Signal Maintenance - Nov - RR7571 - Mill Crk I	12/31/2019		612.12 150.26
Total for Check Number 61409:				0.00	762.38
61410	SNOCOSHI 2019-6130	Snohomish County Treasurer Inmate Medical Billing - Nov	12/31/2019		23.64
Total for Check Number 61410:				0.00	23.64
61411	STARDMSV 012578-IN 012578-IN1	Stardom Services Inc December Services - Janitorial - CHS December Services - Janitorial - CHN	12/31/2019		995.00 1,184.13
Total for Check Number 61411:				0.00	2,179.13
61412	STERICYC 3004950440	Stericycle Inc Biomedical Waste Services - Monthly Fee	12/31/2019		10.36
Total for Check Number 61412:				0.00	10.36
61413	SUMLAW 110312	Summit Law Group Prof Svcs - General Labor - Through 12/31	12/31/2019		165.00
Total for Check Number 61413:				0.00	165.00
61414	SUMMITVT 180214	Summit Veterinary Referral Center MRI, Neurology Consultation - Bagira	12/31/2019		2,026.50
Total for Check Number 61414:				0.00	2,026.50
61415	SUNBELT 97146087-0001	Sunbelt Rentals Rental Water Pump - 136th St & Dumas Lane Cr	12/31/2019		161.79
Total for Check Number 61415:				0.00	161.79
61416	BLUELINE 18211	The BlueLine Group Prof Svcs - Grade F Pipe Repairs Thru 12/31	12/31/2019		542.50
Total for Check Number 61416:				0.00	542.50
61417	TRANSUN 12908715	Trans Union LLC Basic Service Monthly Fee - Credit Checks 11/21	12/31/2019		60.78
Total for Check Number 61417:				0.00	60.78
61418	TLOLLC 839489	TransUnion Risk and Alternative Background/Identity Investigations - Dec	12/31/2019		55.25
Total for Check Number 61418:				0.00	55.25
61419	WASTRESO 2nd Qtr 2019 3rd Qtr 2019	Washington State Treasurer's Office Drug Forfeited Property 04/01 - 06/30 Drug Forfeited Property 07/01 - 09/30	12/31/2019		50.71 183.00
Total for Check Number 61419:				0.00	233.71

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
61420	USBANK XXXXXXXX139	US Bank NA - Custody Investment Custody Charges 12/01 - 12/31	12/31/2019		24.00
			Total for Check Number 61420:	0.00	24.00
61421	USIC 359475 359475A	USIC Locating Services, LLC 32 NC Locates/25 Per Ticket/17 Per Ticket 31 NC Locates/24 Per Ticket/16 Per Ticket	12/31/2019		999.22 999.21
			Total for Check Number 61421:	0.00	1,998.43
61422	UULC 9120184 9120184A	Utilities Underground Location Center On-Call Location Services - 41 Locates On-Call Location Services - 41 Locates	12/31/2019		52.89 52.89
			Total for Check Number 61422:	0.00	105.78
61423	VANHOLLT 7268	Tenille Van Hollebeke Cupcake Class: Ugly Sweater Cookies 12/21 #72	12/31/2019		140.00
			Total for Check Number 61423:	0.00	140.00
61424	VERIZON 9844634395 9844773126	Verizon Wireless Access & Usage Chgs - City Cell Phones 11/21 - Access & Usage Chgs - Public Safety 11/23 - 12.	12/31/2019		152.38 1,518.82
			Total for Check Number 61424:	0.00	1,671.20
61425	WALTNELS 737541	Walter E. Nelson Co. 5 - Soap Dispenser	12/31/2019		33.15
			Total for Check Number 61425:	0.00	33.15
61426	WAPRO 502	WAPRO WAPRO Membership Dues - J Lee	12/31/2019		25.00
			Total for Check Number 61426:	0.00	25.00
61427	WASTPAT I20004279	Washington State Patrol Background Checks - Dec	12/31/2019		53.00
			Total for Check Number 61427:	0.00	53.00
61428	WASTTRS 2019	Washington State Treasurer Bldg State Surcharge - 1st - 4th Qtr 2019	12/31/2019		3,911.00
			Total for Check Number 61428:	0.00	3,911.00
61429	WCLLC Dec 2019 Dec 2019A Dec 2019B Dec 2019D	WIESE CONSULTING, LLC Prof Svcs - Grade F Pipe Repairs 12/01 - 12/31 Prof Svcs - Grade C Pipe Repairs 12/01 - 12/31 Prof Svcs - Heron Park 12/01 - 12/31 Prof Svcs - RRFB Upgrades 12/01 - 12/31	12/31/2019		1,831.39 953.89 765.00 450.00
			Total for Check Number 61429:	0.00	4,000.28
61430	AFSCME Dec 2019	WSCCCE, AFSCME, AFL-CIO Union Dues - AFSCME - Dec	12/31/2019		1,227.82
			Total for Check Number 61430:	0.00	1,227.82
61431	YCTS J36041	Yakima County Technology Services Yakima County Hosting & Internet 10/01 - 12/31	12/31/2019		423.75

AP Checks by Date - Detail by Check Date (1/24/2020 2:25 PM)

Page 15

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 61431:	0.00	423.75
			Total for 12/31/2019:	0.00	235,001.77
			Report Total (123 checks):	0.00	374,242.80



Mill Creek
WASHINGTON

Date: January 28, 2020

Payroll Check Batches		
Dated	Check Numbers	Amount
01/10/2020	ACH Wire-Assoc. of WA Cities	\$84,532.06
01/10/2020	ACH Automatic Deposit Checks	\$153,809.33
01/10/2020	ACH Wire- FWT & Medicare Taxes	\$26,592.26
01/10/2020	ACH Wire MEBT- Wilmington Trust	\$21,883.51
01/10/2020	ACH Wire- ICMA RC- Def. Comp	\$1,606.11
01/10/2020	ACH Wire- BAC- Flex Spending Acct	\$2,467.84
01/10/2020	ACH Wire- MCPD Guild Dues	\$2,040.00
Total		\$292,931.11

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 \$292,931.11.

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

Councilmember

Finance Director

Councilmember

City Manager

ASSOCIATION OF WASHINGTON CITIES

MILL CREEK, CITY OF

ACCOUNT SUMMARY - contains all changes to this account as of 01/09/2020 12:00:33 PM

FUND: 100

ACCOUNT NUMBER: 186 L

BILL MONTH:	01/2020
COVERAGE MONTH:	01/2020
PAYMENT DUE BY:	01/10/2020
CURRENT BILLING AMOUNT:	\$84,532.06
PRIOR OVERAGE OR SHORTAGE:	\$0.00
ADJUSTMENTS:	\$0.00
TOTAL AMOUNT DUE:	\$84,532.06

100 186 L 012020 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	01/2020	\$ <u>84,532.06</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

Statistical Summary

Statistical Summary

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete
 Week#:2 Pay Date:01/10/2020 P/E Date:12/31/2019
 Qtr/Year:1/2020 Run Time/Date:19:53:11 PM EST 01/08/2020

Taxes Debited	Federal Income Tax	19,754.43		
	Earned Income Credit Advances	0.00		
	Social Security - EE	7.59		
	Social Security - ER	7.59		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,130.17		
	Medicare - ER	3,130.11		
	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	187.36		
	State Family Leave Insurance - ER	0.00		
	State Medical Leave Insurance - EE	168.74		
	State Medical Leave Insurance - ER	206.27		
	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	26,592.26		
Other Transfers	Full Service Direct Deposit Acct. No. (153,809.33		
	Total Amount Debited From Your Account		180,401.59	Total Liability
				180,401.59
Bank Debits & Other Liability	Checks	0.00		180,401.59
	Adjustments/Prepay/Voids	0.00		180,401.59
Taxes- Your Responsibility	None this payroll			180,401.59

Outgoing Payments Report



Company: City of Mill Creek
Requester: Leo, Lota
Run Date: 01/15/2020 2:48:46 PM CST

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

Status: Confirmed By Bank
Transaction Number

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: 21,883.51

Value Date: 01/15/2020

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: mclaravino
Initial Confirmation:
Confirmation

Input Time: 01/14/2020 3:25:24 PM CST
Time: 01/15/2020 12:04:48 PM CST

Outgoing Payments Report



Company: City of Mill Creek
Requester: Leo, Lota
Run Date: 01/15/2020 2:47:51 PM CST

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

Status: Confirmed By Bank
Transaction Number: 201EE5942OLL1C00

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: 1,606.11

Value Date: 01/15/2020

Optional Information

Sender's Reference Number: 302029

Beneficiary Information: City of Mill Creek 302029

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: lotleo
Approved: mciaravino
Initial Confirmatio.
Confirmation #

Input Time: 01/14/2020 2:59:57 PM CST
Time: 01/15/2020 12:01:05 PM CST

RptBatchSumViewForm

Page 1 of 1

ACH Cash Pro Online
City of Mill Creek

Report Date: 01/15/2020
Report Time: 03:02:34 PM

Batch Summary Report by ID Number

Company Name:	City of Mill 01	Effective Date:	01/15/2020
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	\$2,467.84	C			C	

<u>Total Amount in Batch</u>	<u>Total Count in Batch</u>
------------------------------	-----------------------------

Debits	\$0.00	0
Credits	\$2,467.84	1
Prenotes	\$0.00	0

<u>Grand Total Amount</u>	<u>Grand Total Count</u>
---------------------------	--------------------------

Debits	\$0.00	0
Credits	\$2,467.84	1
Prenotes	\$0.00	0

Outgoing Payments Report



Company: City of Mill Creek
Requester: Leo, Lota
Run Date: 01/15/2020 2:48:16 PM CST

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

Status: Confirmed By Bank
Transaction Number: 201EF1258N6K0050

Template Name: GUILD DUES
Template Code: GUILD

Debit Account Information

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

Beneficiary Details

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

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

Beneficiary Email:
Beneficiary Mobile Number:

Payment Details

Credit Currency: USD
Credit Amount: 2,040.00

Value Date: 01/15/2020

Optional Information

Sender's Reference Number: Police Guild

Beneficiary Information: Police Guild Dues Direct Deposit

Additional Routing

Intermediary Bank ID:

Receiver Information:

Control Information

Input: lotleo
Approved: mclaravino
Initial Confirmation:
Confirmation #:

Input Time: 01/14/2020 3:13:05 PM CST
Time: 01/15/2020 12:02:21 PM CST



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, January 14, 2020

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

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

A recording of this City Council meeting can be found here: [Audio](#)
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

OATH OF OFFICE

- A. Oath of Office for Newly Elected Mayor Pro Tem Brian Holtzclaw
(*Naomi Fay, Interim City Clerk*)

Councilmember Brian Holtzclaw was sworn in as Mayor Pro Tem by Interim City Clerk Naomi Fay.

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:

- B. Councilmember Todd participated in the City Council Meeting by telephone.

AUDIENCE COMMUNICATION

- C. Carmen Fischer, City of Mill Creek resident, congratulated and thanked the City of Mill Creek's staff and leadership for all the efforts during the winter snow storm.

PRESENTATIONS

OLD BUSINESS

- D. 2020 Council Assignments
(*Michael Ciaravino, City Manager*)

January 14, 2020 REGULAR COUNCIL MEETING MINUTES

At approximately 6:05 p.m., Mayor Pruitt, Members of Council, and the City Manager discussed and reviewed the City Council Liaison Assignments for 2020. Members of Council agreed to the updated 2020 [Council Liaison Positions](#) and will follow up to provide the dates for the 2020 Snohomish County Cities and Towns (SCC) meetings.

NEW BUSINESS

- E.** Infrasource Road Construction Support Contract
(Greg Elwin, Chief of Police)

At approximately 6:15 p.m. Police Chief Elwin briefed City Councilmembers on the Police Department's extra duty services contract with InfraSource Services, LLC. The contract will provide uniformed police support for a road construction project in an amount not to exceed \$79,200. The road construction project is located in the 16600 block of Bothell-Everett Highway within the corporate City limits of Mill Creek.

Council engaged in a discussion.

Councilmember Cavaleri made a motion authorizing the City Manager to execute a contract with InfraSource Services, LLC. to provide uniformed police support for a road construction project in an amount not to exceed \$79,200. Councilmember Bond seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- F.** City Council Meeting Minutes for January 7, 2020

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

REPORTS

- G.** 2020 Community Events
(Michael Ciaravino, City Manager & Gordon Brink, Communications & Marketing Coordinator)

At approximately 6:49 p.m., City Manager Michael Ciaravino and Communications and Marketing Coordinator Gordon Brink presented to Members of Council an overview and a recap of the 2019 Community Events to discuss the intentions of City Council for the 2020 new year.

Council engaged in discussion. Councilman Steckler asked to add the Electronic Recycling Event to the 2020 Community Event list. The event is scheduled for the Sunday after the yearly spring garage sale.

- H.** 7:32 p.m.
Mayor Pruitt thanked the City Manager for having the equipment staged for snow removal at City Hall. The Mayor noted that the City of Mill Creek's response towards the winter storm has been impressive compared to last year's storm preparedness efforts.

January 14, 2020 REGULAR COUNCIL MEETING MINUTES

Mayor Pruitt asked the City Manager to circulate storm and emergency updates that she and the Manager receives to all members of City Council.

As a reminder, Mayor Pruitt asked members of Council to submit their retreat topics to the City Manager in order for the preparation of the Council Retreat in February.

Lastly, Mayor Pruitt reported that she enjoyed being a judge at the DECA Competition last week and noted that the student participants were very impressive.

Councilmember Bond thanked the Public Works and the Police Departments for the storm removal efforts. He commented on how well and timely the snow removal efforts we done by City Staff.

Councilmember Steckler also wanted to thank City of Mill Creek staff for all the efforts during the storm. He complimented the efforts of the Communications and Marketing Department on the distribution and circulation of the timely storm updates.

Councilmember Cavaleri reiterated the Councilmembers thoughts regarding the storm efforts and thanked staff on a good job in preparation and removal of snow.

Councilmember Vignal thanked City Staff and shared her positive feedback she received from constituents regarding the City's response to the winter snow storm. Councilmember Vignal complimented the City Manager for his winter storm updates and communication throughout the week. Her compliments extended to all of City staff for keeping the streets clear and thanked everyone involved for all their efforts.

Mayor Pro Tem Holtzclaw thanked Members of Council for their support in electing him as Deputy Mayor for another term.

Mayor Pro Tem Holtzclaw reported on the following items:

1. An internship program is scheduled to begin this summer at the City Mill Creek after coordinating and meeting with the City Manager and Shannon Affholter, former Everett Councilmember.
2. At the last HART Meeting, members unanimously adopted the HART Report. At present, the report is to be formalized and presented in final form.

Mayor Pro Tem Holtzclaw requests to add this item to a future Council meeting agenda to discuss further.

3. Mayor Pro Tem Holtzclaw will be attending the SCT meeting and will update Council accordingly.

4. Lastly, Mayor Pro Tem Holtzclaw echoed his fellow Councilmembers comments on the snow removal efforts of City Staff. He also noted that large amounts of snow accumulation on sidewalks and/or near crosswalks will need to be addressed in an effort to make it safe for pedestrians.

January 14, 2020 REGULAR COUNCIL MEETING MINUTES

Councilmember Todd thanked the City of Mill Creek for their efforts during the snow storm.

- I. City Manager
 - Council Planning Schedule
 - 2020 City Council Retreat
- J. Staff
 - Report, etc.

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

- K.
 - Discuss potential litigation pursuant to RCW 42.30.110(1)(I)No Action was taken.

AUDIENCE COMMUNICATION

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

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 7:55 p.m.

Pam Pruitt, Mayor

Naomi Fay, Interim City Clerk

JANUARY 2020						
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	31	

FEBRUARY 2020						
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	25 Council	26	27	28	29

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				

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: January 23, 2020

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

February 4, 2020

- Mill Creek Blvd. Department of Commerce Grant.
- Mill Creek Blvd. Vision (Adoption)
- HART Report Update

February 11, 2020

- Construction Contract Award: Heron Park Play Area Upgrades (19-PARK-01)
- Construction Contract Award: Seattle Hill Road Preservation Project (18-PAVE-03)
- ILA with Alderwood Water and Wastewater District for Seattle Hill Road Preservation Project

February 25, 2020

- Snohomish Health District Update – Shawn Frederickson

March 3, 2020

March 10, 2020

- East-West Corridor (Snohomish County presentation)
- ST3 Stations (Snohomish County presentation)
- C Failures Surface Water Contract Award

March 24, 2020

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