



City of Mill Creek

# 2023-2024 ADOPTED BUDGET



40th ANNIVERSARY



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# 2023-2024 Adopted Biennial Budget

## CITY OF MILL CREEK

### CITY COUNCIL

Brian Holtzclaw, Mayor

Stephanie Vignal, Mayor Pro Tem

John Steckler

Connie Allison

Vince Cavaleri

Melissa Duque

Sean Paddock

### CITY MANAGEMENT STAFF

Martin Yamamoto, City Manager

Laurel Brock, Deputy City Manager

Stan White, Police Chief

Mike Todd, Public Works Director

Irmina Quijote Lumbad, Finance Director

Adrian Garcia, City Clerk

Naomi Fay, HR Manager

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# INTRODUCTION AND OVERVIEW

# City Council Agenda Summary



**Meeting Date:** November 29, 2022

## **CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

### **AGENDA ITEM: PUBLIC HEARING FOR THE 2023-2024 FINAL BUDGET REVIEW**

#### **KEY FACTS AND INFORMATION SUMMARY:**

The City Council and City Staff held workshops and invited public comment on the 2023-2024 biennial budget on October 4, 2022, October 11, 2022, October 25, 2022, November 1, 2022, November 8, 2022, and November 29th, 2022.

The first public hearing for the 2023-2024 budget was held on November 1, 2022, the second public hearing was held November 8th, 2022, and the final hearing was held on November 29th, 2022. The 2023-2024 biennial budget adoption is scheduled to follow this public hearing.

In summary, the 2023-2024 Budget includes rebuilding revenue from the impacts of the COVID-19 pandemic and building back to pre-pandemic service levels. The Budget reflects the following:

- Our revenue plan to bring in additional funding through the rebuilding of our recreational programs, reevaluating our charges for services, and expanding our passport operations.
- A focus on retaining and rebuilding service levels over the next two years.
- The City maintains a balanced budget while maintaining the current service levels without using reserves.
- The fire-related contract portion of the regular property tax levy (\$2.3 million) has been removed from this budget.
- There is no regular property tax increase included in the 2023-2024 Final Budget.
- The 2017-2022 EMS Property Tax will not be collected in the 2023-2024 biennium.
- The Budget consists of the funding required to complete the capital projects identified within the Capital Facilities Program for the 2023-2024 biennium.

**Respectfully Submitted:**

*Martin Yamamoto*

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**City Manager**

City of Mill Creek 2023-2024 Biennial Budget

## 2023/2024 Preliminary to Proposed Budget Adjustments

\$434,000 Comprehensive Plan - Removed

\$ 30,000 Legislative Lobbyist - Decreased

\$22,492 Professional Services (Com Development & Public Works) - Decrease

\$486,492 Total Expense Decrease

### Proposed Staff Additions:

Planner\*: \$220,530

Engineer: \$265,962

\$486,492

\* Previously requested CHN Admin Assistant & Associate Planner upgrade to Planner  
(Net increase of \$39,665.30)

## 2023/2024 Proposed to Final Budget Adjustments

### Revenue Decrease

**\$72,968** 1% Property tax increase removal for 2023 & 2024  
(\$126,018 original decrease – \$53,050 fire increase)  
(Didn't include fire marshal increase in Proposed Budget)

### Expense Decrease

\$10,020 Clerk – Legal Expense  
\$ 5,000 Non-Departmental – Election Cost  
\$41,000 Police – Professional Services  
\$20,000 Community Development – Professional Services  
\$50,000 Public Works – Professional Services & Supplies

### Expense Increase

\$53,050 Fire Marshal Contract Increase

**\$72,970** Net Expense Decrease



# Budget Ordinance

## **ORDINANCE NO. 2022-886**

### **AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, ADOPTING THE 2023-2024 BIENNIAL BUDGET PROVIDING ESTIMATED REVENUES AND APPROPRIATED EXPENDITURES FOR THE OPERATION OF THE CITY COMMENCING JANUARY 1, 2023.**

**WHEREAS**, the City of Mill Creek (the “City”) has adopted the biennial budget process authorized by state law; and

**WHEREAS**, State law requires cities to adopt a 2023-2024 biennial budget no later than December 31, 2022, and provides procedures for filing estimates, a preliminary budget, public hearings, and final approval of the budget; and

**WHEREAS**, the City Council and City Staff held budget workshops on October 4, 2022 and  
October 11, 2022; and

**WHEREAS**, the 2023-2024 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Mill Creek for the purposes set forth in said budget.

**WHEREAS**, the estimated expenditures set forth in the budget are all necessary to carry on the government of the City for the 2023-2024 calendar years and are sufficient to meet the various needs of the City during said period; and

**WHEREAS**, the City Council following published notice, held public hearings on October 25, 2022 (including public hearings on the Tax Levy), November 8, 2022 and November 29, 2022, to consider 2023-2024 revenue sources and expenditure appropriations for the years 2023-2024; and

**WHEREAS**, the City Council has deliberated on the proposed 2023-2024 budget and made adjustments and changes deemed necessary and proper; and

**WHEREAS**, in 2022 the City of Mill Creek levied \$6,566,891.84 for regular property tax services and \$1,769,210.72 for EMS property tax services that covered the cost of an annual fire service contract payment of \$4,336,227 to Snohomish County Fire & Rescue and the City of Mill Creek annexed into South County Fire Regional Fire Authority for fire services effective August 1, 2022. The City Council, after duly considering all relevant evidence and testimony presented, has determined that the City of Mill Creek requires a regular levy decrease for 2023 that results in the collection of \$4,230,743.11 of regular property tax, representing a zero percent (0%) increase over the previous year, to include the estimated additional revenue of \$26,322.80 resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and

geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK DO HEREBY ORDAIN AS FOLLOWS:**

**Section 1. Adoption by Reference.** The biennial budget for the City of Mill Creek, Washington, for the years 2023-2024 is hereby adopted at the fund level in its final form as set forth in this ordinance, one copy of which is on file in the Office of the City Clerk.

**Section 2. Resources and Expenditures.** Estimated resources for each separate fund of the City of Mill Creek and aggregate expenditures for all such funds for the years 2023-2024 are set forth in summary form below and are hereby appropriated for expenditure at the fund level during the years 2023-2024 as set forth in the City of Mill Creek 2023-2024 Biennial Budget.

<b>Fund Number Balance</b>	<b>Fund Name</b>	<b>Estimated Revenues</b>	<b>Estimated Expenditures</b>	<b>Estimated Ending</b>
001	General Fund	\$23,405,869	\$23,405,867	\$7,564,926
013	ARPA	\$0	\$5,520,606	\$0
103	City Streets	\$975,236	\$974,415	\$15,926
110	Council Contingency	\$0	\$20,000	\$39,492
115	Municipal Arts	\$10,505	\$20,000	\$15,262
125	Paths & Trails	\$3,464	\$10,000	\$3,557
130	Drug Buy	\$0	\$12,000	\$10,289
145	City Hall North	\$430,575	\$235,076	\$835,563
226	Debt Service	\$526,706	\$526,706	\$0
227	Local Revitalization	\$0	\$266,948	\$0
314	Real Estate Excise Tax	\$3,755,573	\$0	\$9,228,280
316	Capital Improvement	\$40,293	\$777,292	\$1,953,689
317	Parks & Open Space Capital Improv.	\$302,944	\$715,000	\$428,426
318	Road Improvement Capital Improv.	\$495,252	\$3,499,500	\$4,050,059
401	Surface Water Utility	\$4,189,813	\$5,266,902	\$1,378,040
509	Equipment Replacement	\$318,894	\$275,646	\$1,462,815
521	Unemployment Comp/Self Ins.	\$25,000	\$50,000	\$1,259

**Section 3. Salary Schedule.** The existing salary grades and authorized non-represented positions in the pay plan are hereby adopted as shown in **Exhibit A**, attached and incorporated herein.

**Section 4. Filing and Transmittal.** The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and the Association of Washington Cities.

**Section 5. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 6. Publication and Summary.** This Ordinance or summary thereof consisting of the title shall be published in the official newspaper of the City.

**Section 7. Effective Date.** This Ordinance shall be in full force and effect five (5) days after publication of the summary consisting of the title.


Passed in open meeting by the City Council of the City of Mill Creek on the 29<sup>th</sup> day of November, 2022 by a vote of 7 for, 0 against, and 0 abstaining.

  
\_\_\_\_\_  
Brian Hotzclaw, Mayor

ATTEST:

  
\_\_\_\_\_  
Naomi Fay, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Grant Degginger, City Attorney

DATE OF FIRST AND FINAL READING: 11.29.22  
DATE OF PUBLICATION: 12.7.22  
EFFECTIVE DATE: 12.12.22

# Exhibit A

## City of Mill Creek

### 2023 Pay & Classification Plan: NON-REPRESENTED Salary Schedule (3%)

Salary Grade	Position Title	Pay Period	1	2	3	4	5	6	7	8
A	Deputy City Manager	Annual	148,716	154,665	160,852	167,286	173,977	180,936	188,173	195,700
		Monthly	12,393	12,889	13,404	13,941	14,498	15,078	15,681	16,308
		Hourly	71.4981	74.3582	77.3327	80.4260	83.6428	86.9885	90.4678	94.0865
B	Police Chief / Director of Public Safety	Annual	141,634	147,299	153,191	159,319	165,692	172,320	179,213	186,382
		Monthly	11,803	12,275	12,766	13,277	13,808	14,360	14,934	15,532
		Hourly	68.0933	70.8168	73.6495	76.5957	79.6596	82.8462	86.1601	89.6067
C	Public Works Director, Finance Director	Annual	134,890	140,286	145,897	151,733	157,802	164,114	170,679	177,506
		Monthly	11,241	11,691	12,158	12,644	13,150	13,676	14,223	14,792
		Hourly	64.8510	67.4452	70.1428	72.9486	75.8663	78.9010	82.0572	85.3394
D	Deputy Director of Public Safety/Chief of Police	Annual	128,466	133,605	138,949	144,507	150,287	156,298	162,550	169,052
		Monthly	10,706	11,134	11,579	12,042	12,524	13,025	13,546	14,088
		Hourly	61.7625	64.2332	66.8024	69.4745	72.2534	75.1433	78.1490	81.2750
E		Annual	122,349	127,243	132,333	137,626	143,131	148,856	154,810	161,002
		Monthly	10,196	10,604	11,028	11,469	11,928	12,405	12,901	13,417
		Hourly	58.8216	61.1745	63.6216	66.1663	68.8130	71.5654	74.4279	77.4048
F	Human Resources Manager, City Engineer	Annual	116,523	121,184	126,031	131,072	136,315	141,768	147,439	153,337
		Monthly	9,710	10,099	10,503	10,923	11,360	11,814	12,287	12,778
		Hourly	56.0207	58.2615	60.5918	63.0154	65.5361	68.1577	70.8841	73.7197
G	Planning and Development Manager	Annual	110,974	115,413	120,030	124,831	129,824	135,017	140,418	146,035
		Monthly	9,248	9,618	10,003	10,403	10,819	11,251	11,702	12,170
		Hourly	53.3529	55.4870	57.7067	60.0149	62.4154	64.9120	67.5087	70.2091
H		Annual	105,690	109,918	114,315	118,888	123,644	128,590	133,734	139,083
		Monthly	8,808	9,160	9,526	9,907	10,304	10,716	11,145	11,590
		Hourly	50.8125	52.8452	54.9591	57.1577	59.4442	61.8221	64.2952	66.8668
I		Annual	100,657	104,683	108,870	113,225	117,754	122,464	127,363	132,458
		Monthly	8,388	8,724	9,073	9,435	9,813	10,205	10,614	11,038
		Hourly	48.3928	50.3284	52.3413	54.4351	56.6125	58.8769	61.2322	63.6817
J	Public Works Maintenance and Operations Manager	Annual	95,864	99,699	103,687	107,834	112,147	116,633	121,298	126,150
		Monthly	7,989	8,308	8,641	8,986	9,346	9,719	10,108	10,513
		Hourly	46.0885	47.9322	49.8495	51.8433	53.9168	56.0736	58.3163	60.6490
K		Annual	91,299	94,951	98,749	102,699	106,807	111,079	115,522	120,143
		Monthly	7,608	7,913	8,229	8,558	8,901	9,257	9,627	10,012
		Hourly	43.8938	45.6495	47.4755	49.3745	51.3495	53.4034	55.5394	57.7611
L		Annual	86,951	90,429	94,046	97,808	101,720	105,789	110,021	114,422
		Monthly	7,246	7,536	7,837	8,151	8,477	8,816	9,168	9,535
		Hourly	41.8034	43.4755	45.2144	47.0231	48.9038	50.8601	52.8947	55.0106
M	City Clerk	Annual	82,811	86,123	89,568	93,151	96,877	100,752	104,782	108,973
		Monthly	6,901	7,177	7,464	7,763	8,073	8,396	8,732	9,081
		Hourly	39.8130	41.4053	43.0615	44.7841	46.5755	48.4385	50.3760	52.3909
N		Annual	78,867	82,022	85,303	88,715	92,264	95,955	99,793	103,785
		Monthly	6,572	6,835	7,109	7,393	7,689	7,996	8,316	8,649
		Hourly	37.9168	39.4337	41.0111	42.6514	44.3577	46.1322	47.9774	49.8966
O	Deputy City Clerk / Executive Assistant, Administrative Supervisor - Finance & Admin, Support Services Supervisor	Annual	75,112	78,116	81,241	84,491	87,871	91,386	95,041	98,843
		Monthly	6,259	6,510	6,770	7,041	7,323	7,616	7,920	8,237
		Hourly	36.1115	37.5558	39.0582	40.6207	42.2457	43.9356	45.6928	47.5207



## CITY ORGANIZATION



# Guiding Principles

# MISSION

Provide outstanding public services in a fiscally responsible manner.

# VISION

Provide an exceptional community experience that brings people together. A City where people are safe, natural beauty is preserved, neighborhoods flourish, businesses thrive, and recreational opportunities abound.

# CORE VALUES



## Integrity

We create trust through honesty and transparency in our working relationships.



## Respect

We work in a professional environment that honors the value and dignity of all individuals



## Collaboration

We support shared goals through flexible, adaptable, and inclusive actions.



## Accountability

We are responsible for our actions and decisions.

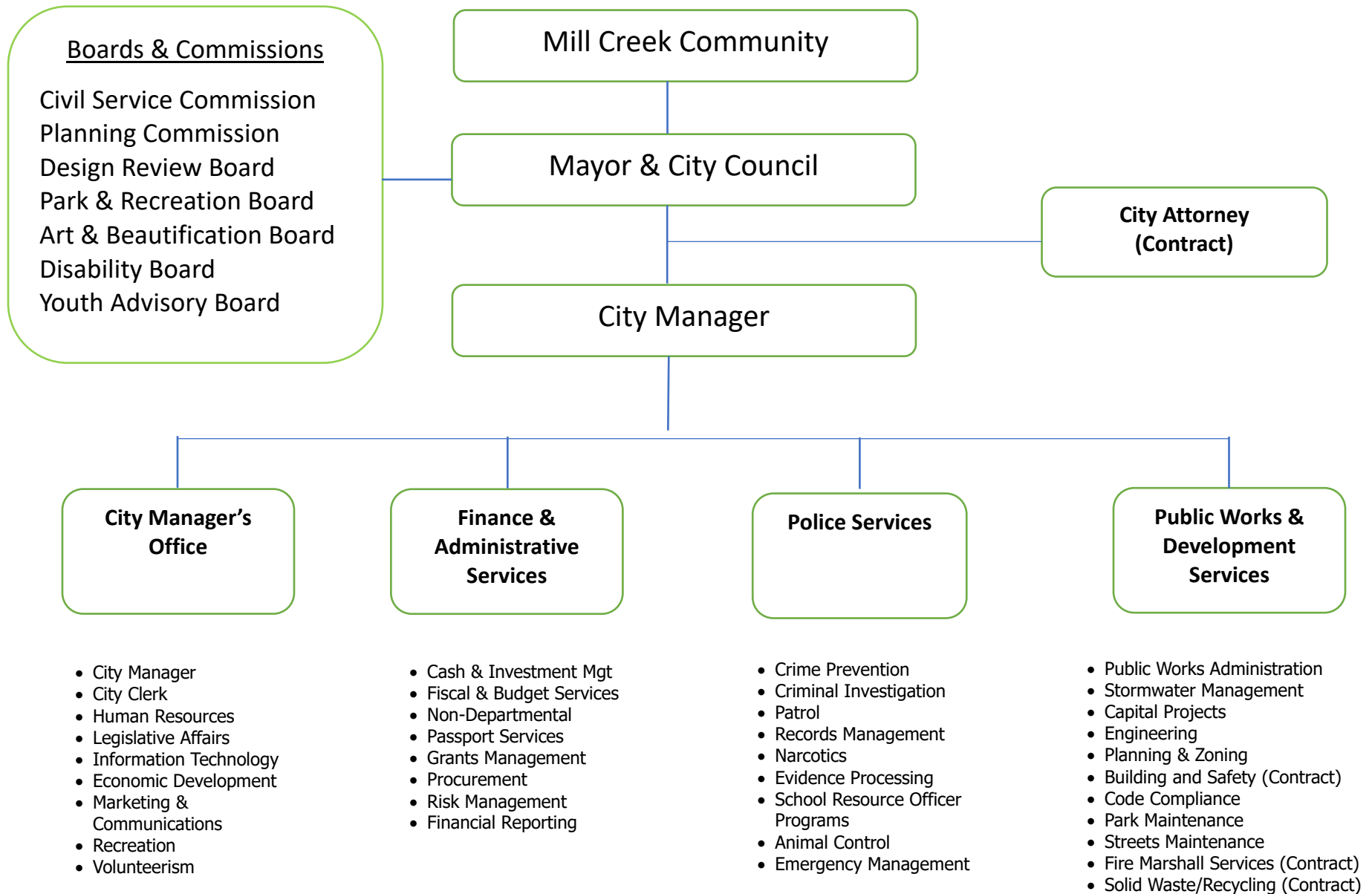


## Perseverance

We are committed to overcome challenges and achieve successful outcomes.

# Organizational Structure

# Functional Organizational Structure





# 2023-2024 FINAL BUDGET

## Desired Budget Outcomes



## **2023-2024 Budget Priorities**

- Focus on a Clean, Safe, Well-Maintained City
- Emphasis on Rebuilding After Covid
- Keep Property Taxes Flat & Generate Additional Revenue for Additional Needs
- Cost Management – Hold Expenses and Improve Service Levels
- Resume Pre-Covid City Operation Levels: Increase/Expand
  - Recreation Programs
  - Passport Revenue
  - Law Enforcement Services
  - City Maintenance Operations
- Evaluate Capacity Needs & Citywide Staffing

## Funds Summary & Fund Transfers

2023-2024 Final Budget						
	Beginning Balance		Revenues		Expenses	End Balance
001 General	\$	7,564,924	\$	23,405,869	\$ 23,405,867	\$ 7,564,926
013 ARPA	\$	5,520,606	\$	-	\$ 5,520,606	\$ -
103 Streets	\$	15,105	\$	975,236	\$ 974,415	\$ 15,926
110 Council Contingency	\$	59,492	\$	-	\$ 20,000	\$ 39,492
115 Municipal Arts	\$	24,757	\$	10,505	\$ 20,000	\$ 15,262
125 Paths & Trails	\$	10,093	\$	3,464	\$ 10,000	\$ 3,557
130 Drug Buy	\$	22,289	\$	-	\$ 12,000	\$ 10,289
145 City Hall North	\$	640,064	\$	430,575	\$ 235,076	\$ 835,563
226 Debt Service	\$	-	\$	526,706	\$ 526,706	\$ -
227 Local Revitalization	\$	266,948	\$	-	\$ 266,948	\$ -
314 REET	\$	5,472,708	\$	3,755,573	\$ -	\$ 9,228,280
316 Capital Improvement Fund	\$	2,690,687	\$	40,293	\$ 777,292	\$ 1,953,689
317 Parks & Open Space CIP	\$	840,482	\$	302,944	\$ 715,000	\$ 428,426
318 Road Improvement Fund	\$	7,054,307	\$	495,252	\$ 3,499,500	\$ 4,050,059
401 Surface Water	\$	2,458,129	\$	4,186,813	\$ 5,266,902	\$ 1,378,040
509 Equipment Replacement	\$	1,419,567	\$	318,894	\$ 275,646	\$ 1,462,815
521 Unemployment/Self Insurance	\$	26,259	\$	25,000	\$ 50,000	\$ 1,259
	\$	34,086,419	\$	34,477,123	\$ 41,575,957	\$ 26,987,585

## Funds Summary

**2019-2024**

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>General Fund Summary</b>			
<b>Revenues</b>			
Taxes	\$ 24,322,725	\$ 26,129,654	\$ 17,736,757
Licenses and permits	\$ 1,572,423	\$ 1,280,498	\$ 1,397,560
Intergovernmental revenues	\$ 1,766,208	\$ 1,112,861	\$ 893,843
Charges for goods and services	\$ 2,316,762	\$ 1,499,047	\$ 2,746,350
Fines and penalties	\$ 218,843	\$ 121,356	\$ 285,200
Miscellaneous revenues	\$ 712,142	\$ 499,423	\$ 346,160
<b>Total Revenues</b>	<b>\$ 30,909,103</b>	<b>\$ 30,642,839</b>	<b>\$ 23,405,869</b>
<b>Expenditures</b>			
Legislative	\$ 180,254	\$ 148,203	\$ 273,882
City Manager	\$ 2,629,779	\$ 1,941,143	\$ 1,509,695
Human Resources	\$ 165,298	\$ 748,768	\$ 956,743
Finance & Administration	\$ 1,295,991	\$ 1,374,595	\$ 1,881,239
Communications & Marketing	\$ 1,586,535	\$ 558,929	\$ 718,827
Information Technology	\$ 916,703	\$ 878,754	\$ 822,390
City Clerk	\$ 238,362	\$ 399,679	\$ 563,772
Police	\$ 10,136,701	\$ 10,933,478	\$ 11,199,439
Fire	\$ 7,959,759	\$ 8,614,347	\$ 409,090
Recreation	\$ 492,844	\$ 274,666	\$ 247,600
Community Development	\$ 1,557,614	\$ 1,247,007	\$ 1,552,384
Public Works	\$ 2,027,322	\$ 1,834,456	\$ 2,385,115
Non-Departmental	\$ 949,782	\$ 895,749	\$ 794,692
<b>Total Expenditures</b>	<b>\$ 30,136,944</b>	<b>\$ 29,849,773</b>	<b>\$ 23,314,867</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$ 772,160</b>	<b>\$ 793,066</b>	<b>\$ 91,002</b>
Transfers-in	\$ -	\$ -	\$ -
Transfers-out	\$ -	\$ 50,000	\$ 91,000
<b>Other Increases (Decrease) in Fund Resources</b>	<b>\$ 772,160</b>	<b>\$ 743,066</b>	<b>\$ 2</b>
<b>Beginning Fund Balance</b>	<b>\$ 6,049,698</b>	<b>\$ 6,821,858</b>	<b>\$ 7,564,924</b>
<b>Ending Fund Balance</b>	<b>\$ 6,821,858</b>	<b>\$ 7,564,924</b>	<b>\$ 7,564,926</b>

## Funds Summary

**2019-2024**

	2019-2020		2021-2022		2023-2024	
	Actual		Projected Actual		Adopted Budget	
General Fund (Managerial)						
ARPA						
Beginning Fund Balance	\$	-	\$	-	\$	5,520,606
ARPA Fund Revenue	\$	-	\$	5,839,054	\$	-
ARPA Fund Expenditures	\$	-	\$	318,448	\$	5,520,606
Ending Fund Balance	\$	-	\$	5,520,606	\$	-

## Funds Summary

**2019-2024**

**2019-2020**

Actual

**2021-2022**

Projected Actual

**2023-2024**

Adopted Budget

### Special Revenue Funds Summary

#### City Street Fund

Beginning Fund Balance	\$	63,994	\$	307,158	\$	15,105
Revenue	\$	1,250,545	\$	968,118	\$	975,236
Expenditures	\$	1,007,381	\$	1,260,171	\$	974,415
Ending Fund Balance	\$	<b>307,158</b>	\$	<b>15,105</b>	\$	<b>15,926</b>

#### Council Contingency Fund

Beginning Fund Balance	\$	61,861	\$	63,146	\$	59,492
Revenue	\$	1,785	\$	248	\$	-
Expenditures	\$	500	\$	3,902	\$	20,000
Ending Fund Balance	\$	<b>63,146</b>	\$	<b>59,492</b>	\$	<b>39,492</b>

#### Municipal Arts Fund

Beginning Fund Balance	\$	43,473	\$	35,816	\$	24,757
Revenue	\$	11,347	\$	355	\$	10,505
Expenditures	\$	19,004	\$	11,414	\$	20,000
Ending Fund Balance	\$	<b>35,816</b>	\$	<b>24,757</b>	\$	<b>15,262</b>

#### Paths & Trails Fund

Beginning Fund Balance	\$	13,467	\$	7,035	\$	10,093
Revenue	\$	3,616	\$	3,058	\$	3,464
Expenditures	\$	10,048	\$	-	\$	10,000
Ending Fund Balance	\$	<b>7,035</b>	\$	<b>10,093</b>	\$	<b>3,557</b>

#### Drug Buy Fund

Beginning Fund Balance	\$	15,807	\$	30,247	\$	22,289
Revenue	\$	25,430	\$	-	\$	-
Expenditures	\$	10,990	\$	7,958	\$	12,000
Ending Fund Balance	\$	<b>30,247</b>	\$	<b>22,289</b>	\$	<b>10,289</b>

#### City Hall North Fund

Beginning Fund Balance	\$	524,913	\$	519,635	\$	640,064
Revenue	\$	375,808	\$	475,004	\$	430,575
Expenditures	\$	381,086	\$	354,575	\$	235,076
Ending Fund Balance	\$	<b>519,635</b>	\$	<b>640,064</b>	\$	<b>835,563</b>



## Funds Summary

**2019-2024**

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Debt Service Funds Summary</b>			
<b>Debt Service Fund</b>			
Beginning Fund Balance	\$ 12,454	\$ -	\$ -
Revenue	\$ 547,033	\$ 526,957	\$ 526,706
Expenditures	\$ 559,487	\$ 526,957	\$ 526,706
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Local Revitalization Fund</b>			
Beginning Fund Balance	\$ 125,964	\$ 198,989	\$ 266,948
Revenue	\$ 73,025	\$ 67,959	\$ -
Expenditures	\$ -	\$ -	\$ 266,948
Ending Fund Balance	<u>\$ 198,989</u>	<u>\$ 266,948</u>	<u>\$ -</u>

## Funds Summary

**2019-2024**

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
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### Capital Project Funds Summary

#### Real Estate Excise Tax Fund

Beginning Fund Balance	\$ 3,425,873	\$ 2,071,018	\$ 5,472,708
Revenue	\$ 3,296,785	\$ 4,288,798	\$ 3,755,573
Expenditures - Capital	\$ 4,651,640	\$ 887,108	\$ -
Ending Fund Balance	<b>\$ 2,071,018</b>	<b>\$ 5,472,708</b>	<b>\$ 9,228,280</b>

#### Capital Improvement Fund

Beginning Fund Balance	\$ 1,416,555	\$ 5,592,710	\$ 2,690,687
Revenue	\$ 4,410,727	\$ 618,544	\$ 40,293
Expenditures - Capital	\$ 234,572	\$ 3,520,567	\$ 777,292
Ending Fund Balance	<b>\$ 5,592,710</b>	<b>\$ 2,690,687</b>	<b>\$ 1,953,689</b>

#### Parks & Open Space Capital Improvement Fund

Beginning Fund Balance	\$ 2,843,818	\$ 772,054	\$ 840,482
Revenue	\$ 2,558,976	\$ 160,540	\$ 302,944
Expenditures - Capital	\$ 4,630,740	\$ 92,112	\$ 715,000
Ending Fund Balance	<b>\$ 772,054</b>	<b>\$ 840,482</b>	<b>\$ 428,426</b>

#### Road Improvement Fund

Beginning Fund Balance	\$ 2,210,484	\$ 7,037,785	\$ 7,054,307
Revenue	\$ 8,907,624	\$ 580,738	\$ 495,252
Expenditures - Capital	\$ 4,080,323	\$ 564,215	\$ 3,499,500
Ending Fund Balance	<b>\$ 7,037,785</b>	<b>\$ 7,054,307</b>	<b>\$ 4,050,059</b>

## Funds Summary

**2019-2024**

**2019-2020**

**Actual**

**2021-2022**

**Projected Actual**

**2023-2024**

**Adopted Budget**

### Enterprise Funds Summary

#### Surface Water Fund

Beginning Fund Balance	\$	650,914	\$	772,339	\$	2,458,129
Revenue	\$	3,053,109	\$	3,777,039	\$	4,186,813
Expenditures	\$	2,931,684	\$	2,091,248	\$	5,266,902
Ending Fund Balance	<b>\$</b>	<b>772,339</b>	<b>\$</b>	<b>2,458,129</b>	<b>\$</b>	<b>1,378,040</b>

## Funds Summary

**2019-2024**

**2019-2020**

Actual

**2021-2022**

Projected Actual

**2023-2024**

Adopted Budget

### Internal Service Funds Summary

#### Equipment Replacement & Renewal Fund

Beginning Fund Balance	\$	1,660,625	\$	1,517,085	\$	1,419,567
Revenue	\$	396,834	\$	269,645	\$	318,894
Expenditures	\$	540,374	\$	367,162	\$	275,646
Ending Fund Balance	<b>\$</b>	<b>1,517,085</b>	<b>\$</b>	<b>1,419,567</b>	<b>\$</b>	<b>1,462,815</b>

#### Unemployment Compensation/Self Insurance

Beginning Fund Balance	\$	58,196	\$	55,453	\$	26,259
Revenue	\$	-	\$	-	\$	25,000
Expenditures	\$	2,743	\$	29,194	\$	50,000
Ending Fund Balance	<b>\$</b>	<b>55,453</b>	<b>\$</b>	<b>26,259</b>	<b>\$</b>	<b>1,259</b>

### 2021-2022 Projected Fund Transfers

Transfer Out	Transfer In				Grand Total
	Capital Improvement Fund	Debt Service Fund	Parks & Open Space Capital Improvement Fund	Road Improvement Fund	
City Hall North Fund	\$ 160,000				\$ 160,000
REET Fund	\$ 559,924		\$ 200,000	\$ 254,368	\$ 1,014,292
Surface Water Fund		\$ 526,958			\$ 526,958
Grand Total	\$ 719,924	\$ 526,958	\$ 200,000	\$ 254,368	\$ 1,701,250

### 2023-2024 Projected Fund Transfers

Transfer Out	Transfer In		Grand Total
	Debt Service Fund	Unemployment Compensation/Se If Insurance	
General Fund		\$ 25,000	\$ 25,000
Surface Water Fund	\$ 526,706		\$ 526,706
Grand Total	\$ 526,706	\$ 25,000	\$ 551,706

# General Fund



## General Fund – 6 Year Forecast (2023-2028)

General Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	6,821,858	8,046,729	7,564,924	7,779,991	7,564,926	7,360,341	7,022,704	6,624,597
Revenue	15,227,021	15,415,818	11,702,293	11,703,577	12,065,437	12,262,208	12,464,645	12,672,421
Expenditures	14,002,150	15,897,623	11,487,226	11,918,641	12,270,023	12,599,844	12,862,752	13,131,601
Ending Fund Balance	8,046,729	7,564,924	7,779,991	7,564,926	7,360,341	7,022,704	6,624,597	6,165,417
Reserve Requirement (15%)	3,510,880	3,510,880	3,649,147	3,649,147	3,770,560	3,770,560		

- EMS Levy No longer collected starting 2023
- Citywide Fee Study expected in 2023
- 2023/2024 Sales tax budgeted slightly below estimated 2022 sales tax receipts
- Does not include ARPA Revenues or Expense
- Reserve Requirement: 15% of Ensuing Biennium Revenues

## General Fund – 6 Year Forecast (2023-2028)

Revenues	2021	2022	2023	2024	2025	2026	2027	2028
Taxes	13,031,508	13,098,146	8,873,736	8,863,020	8,997,723	9,134,695	9,273,976	9,415,608
Regular Property levy	6,486,731	6,566,892	4,230,743	4,255,743	4,298,301	4,341,284	4,384,696	4,428,543
EMS Property levy	1,744,836	1,769,211	-	-	-	-	-	-
Sales and use	3,924,253	3,865,875	3,769,228	3,740,234	3,815,039	3,891,339	3,969,166	4,048,550
Public safety sales and use	386,223	379,773	370,279	367,430	374,779	382,274	389,920	397,718
Affordable housing sales and use	25,041	20,953	20,429	20,272	20,677	21,091	21,513	21,943
Criminal justice sales and use	464,424	495,443	483,057	479,341	488,928	498,707	508,681	518,854
Licenses and permits	641,761	638,737	698,780	698,780	757,668	772,175	786,976	802,078
Intergovernmental revenues	681,172	431,689	446,921	446,921	524,153	543,013	561,873	580,732
Charges for goods and services	528,531	970,516	1,367,175	1,379,175	1,467,029	1,509,393	1,552,245	1,595,597
Passport	228,702	557,339	681,000	681,000	694,620	708,512	722,682	737,136
Recreation	110,978	92,000	328,375	328,375	334,943	341,642	348,475	355,445
Development fees	121,240	91,977	157,500	157,500	160,650	163,863	167,140	170,483
Law enforcement services	67,598	228,550	185,000	197,000	246,299	264,249	282,198	300,148
Other charges	13	650	15,300	15,300	30,517	31,127	31,750	32,385
Fines and penalties	67,542	53,814	142,600	142,600	142,600	142,600	142,600	142,600
Miscellaneous revenues	276,507	222,916	173,080	173,080	176,264	160,332	146,976	135,806
<b>Total Revenues</b>	<b>15,227,021</b>	<b>15,415,818</b>	<b>11,702,293</b>	<b>11,703,577</b>	<b>12,065,437</b>	<b>12,262,208</b>	<b>12,464,645</b>	<b>12,672,421</b>

## General Fund – 6 Year Forecast (2023-2028)

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028
Legislative	59,314	78,860	121,941	151,941	152,930	153,938	154,966	156,015
City Manager	693,216	925,783	736,269	773,426	803,399	819,467	835,857	852,574
Human Resources	701,016	510,813	447,075	509,668	519,861	530,258	540,863	551,681
Finance & Administration	613,253	751,438	914,081	967,158	1,007,209	1,027,353	1,047,900	1,068,858
Communications & Marketing	185,605	306,099	356,172	362,655	380,474	388,084	395,845	403,762
Information Technology	484,003	470,191	407,879	414,511	369,375	376,763	384,298	391,984
City Clerk	265,712	261,626	288,215	275,557	278,822	284,398	290,086	295,888
Police	4,716,759	6,349,681	5,523,832	5,675,607	5,900,238	6,088,605	6,210,377	6,334,584
Fire	4,242,729	4,519,998	204,545	204,545	208,636	212,808	217,065	221,406
Recreation	55,361	68,604	97,800	149,800	124,746	127,241	129,786	132,381
Community Development	607,785	666,517	779,915	772,469	811,647	827,880	844,438	861,327
Public Works	924,899	995,037	1,170,594	1,214,521	1,284,765	1,310,460	1,336,669	1,363,403
Non-Departmental	452,498	354,946	380,909	413,783	427,029	443,811	466,678	490,686
Transfers-out	-	50,000	58,000	33,000	10,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>14,002,150</b>	<b>15,897,623</b>	<b>11,487,226</b>	<b>11,918,641</b>	<b>12,270,023</b>	<b>12,599,844</b>	<b>12,862,752</b>	<b>13,131,601</b>

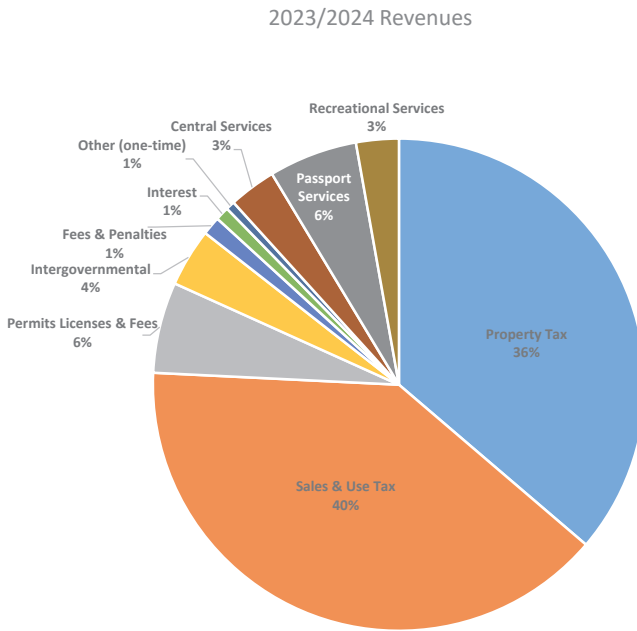
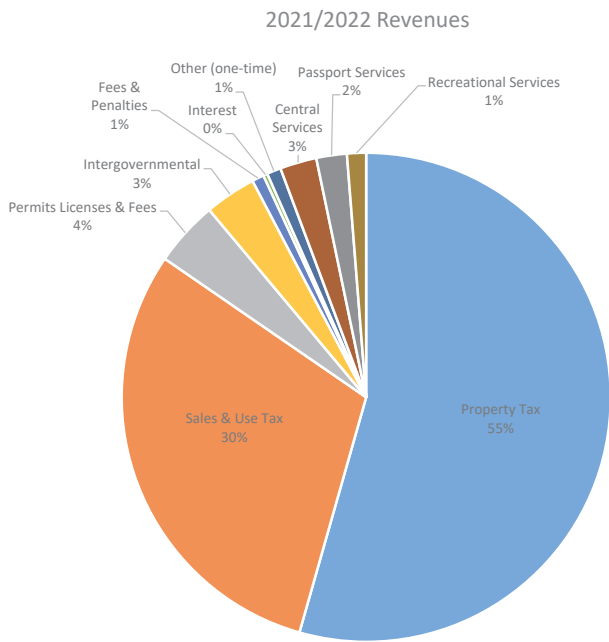
- 2021 – 2022 General Expenses are projected to come in \$400,000 under budget
- Transfers out are for Streets Fund & Unemployment Compensation/Self Insurance Fund

## ARPA – 6 Year Forecast (2023-2028)

ARPA Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	-	2,919,527	5,520,606	2,760,303	-	-	-	-
Revenue	2,919,527	2,919,527	-	-	-	-	-	-
Expenditures	-	318,448	2,760,303	2,760,303	-	-	-	-
Ending Fund Balance	2,919,527	5,520,606	2,760,303	-	-	-	-	-

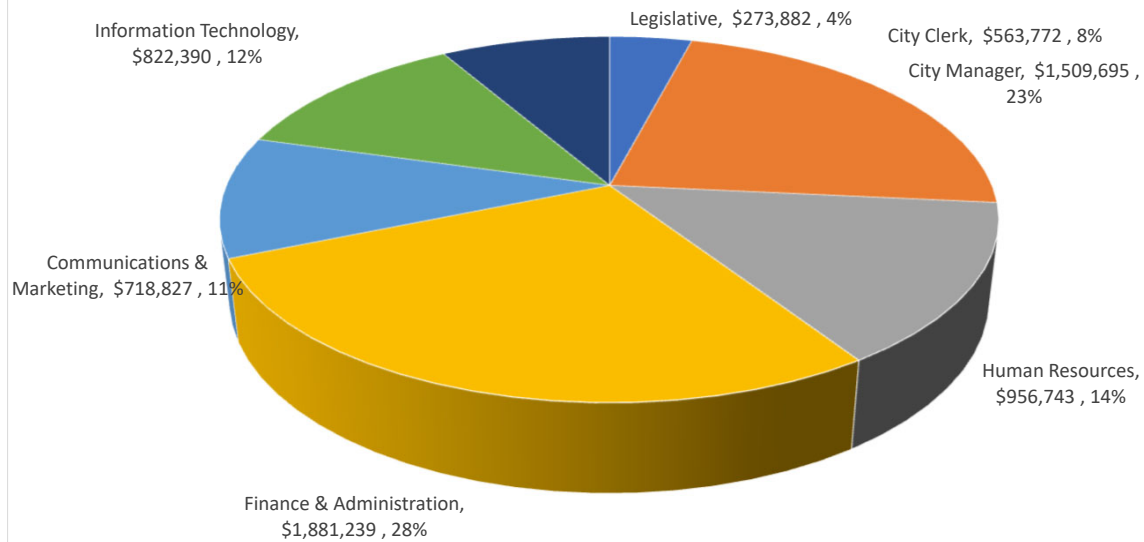
- Retention Incentives paid 9/16/2022
- Staff will be bringing a list of City projects, requests, and funding needs by EOY 2022
- Funding must be allocated by December 31,2024 & spent by December 31,2026

# 2023/2024 General Fund Revenue Changes

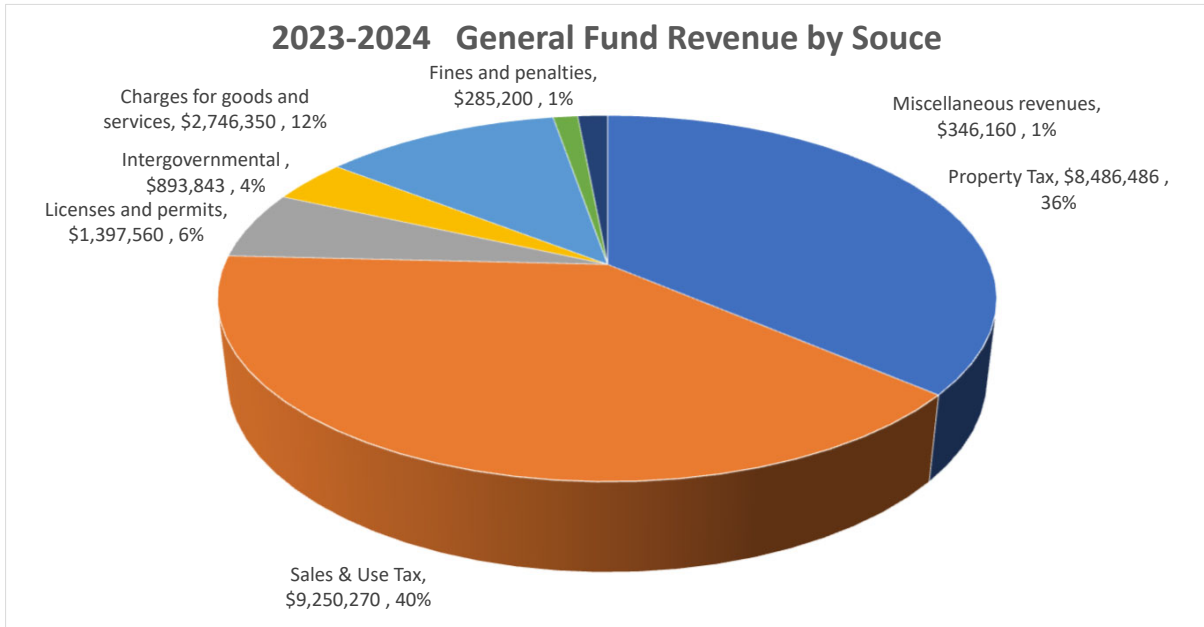


- Property tax is a more stable income source
- Revenues are more variable with decrease in property taxes
- Sales tax variances will have a greater impact on the General Fund's ability to cover expenses

### 2023-2024 General Fund Expenditures by Source



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Legislative	\$ 180,254	\$ 148,203	\$ 273,882
City Manager	\$ 2,629,779	\$ 1,941,143	\$ 1,509,695
Human Resources	\$ 165,298	\$ 748,768	\$ 956,743
Finance & Administration	\$ 1,295,991	\$ 1,374,595	\$ 1,881,239
Communications & Marketing	\$ 1,586,535	\$ 558,929	\$ 718,827
Information Technology	\$ 916,703	\$ 878,754	\$ 822,390
City Clerk	\$ 238,362	\$ 399,679	\$ 563,772
Police	\$ 10,136,701	\$ 10,933,478	\$ 11,199,439
Fire	\$ 7,959,759	\$ 8,614,347	\$ 409,090
Recreation	\$ 492,844	\$ 274,666	\$ 247,600
Community Development	\$ 1,557,614	\$ 1,247,007	\$ 1,552,384
Public Works	\$ 2,027,322	\$ 1,834,456	\$ 2,385,115
Non-Departmental	\$ 949,782	\$ 895,749	\$ 794,692
<b>TOTAL</b>	<b>\$30,136,944</b>	<b>\$29,849,773</b>	<b>\$23,314,868</b>



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Property Tax	\$16,104,965	\$16,567,670	\$8,486,486
Sales & Use Tax	\$8,217,760	\$7,790,128	\$9,250,270
Licenses and permits	\$1,572,422	\$1,280,498	\$1,397,560
Intergovernmental	\$1,766,209	\$1,112,861	\$893,843
Charges for goods and services	\$2,316,761	\$1,499,047	\$2,746,350
Fines and penalties	\$218,842	\$121,356	\$285,200
Miscellaneous revenues	\$712,144	\$499,423	\$346,160
<b>TOTAL</b>	<b>\$30,909,103</b>	<b>\$28,870,982</b>	<b>\$23,405,869</b>

## General Fund Details

2019-2024

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Revenues</b>			
Taxes	\$ 24,322,725	\$ 26,129,654	\$ 17,736,757
Regular Property levy	\$ 12,668,944	\$ 13,053,623	\$ 8,486,486
EMS Property levy	\$ 3,436,021	\$ 3,514,047	\$ -
Sales and use	\$ 6,738,595	\$ 7,790,128	\$ 7,509,462
Public safety sales and use	\$ 661,796	\$ 765,996	\$ 737,709
Affordable housing sales and use	\$ 23,551	\$ 45,994	\$ 40,701
Criminal justice sales and use	\$ 793,048	\$ 959,867	\$ 962,398
Other taxes	\$ 770	\$ -	\$ -
Licenses and permits	\$ 1,572,423	\$ 1,280,498	\$ 1,397,560
Franchise fees	\$ 685,532	\$ 688,493	\$ 648,300
Business licenses	\$ 138,019	\$ 155,736	\$ 146,000
Building permits	\$ 700,496	\$ 404,086	\$ 550,000
Technology fees	\$ 41,042	\$ 19,826	\$ 40,000
Animal licenses	\$ 1,392	\$ 1,018	\$ 1,200
CPL	\$ 5,942	\$ 11,338	\$ 12,060
Intergovernmental revenues	\$ 1,766,208	\$ 1,112,861	\$ 893,843
Federal grants	\$ 930,113	\$ -	\$ 3,000
State grants	\$ 20,676	\$ 170,544	\$ 12,500
State shared revenue	\$ 814,345	\$ 942,317	\$ 878,343
Interlocal grants	\$ 1,074	\$ -	\$ -
Charges for goods and services	\$ 2,316,762	\$ 1,499,047	\$ 2,746,350
Passport	\$ 768,305	\$ 786,041	\$ 1,362,000
Recreation	\$ 423,005	\$ 202,978	\$ 656,750
Development fees	\$ 676,560	\$ 213,217	\$ 315,000
Law enforcement services	\$ 392,004	\$ 296,148	\$ 382,000
Fire mitigation	\$ 7,300	\$ -	\$ -
Other charges	\$ 49,588	\$ 663	\$ 30,600
Fines and penalties	\$ 218,843	\$ 121,356	\$ 285,200
Traffic and parking infractions	\$ 216,230	\$ 120,956	\$ 276,200
Other fines and penalties	\$ 2,613	\$ 400	\$ 9,000
Miscellaneous revenues	\$ 712,142	\$ 499,423	\$ 346,160
Investment interest	\$ 209,181	\$ 166,883	\$ 198,000
Other interest	\$ 19,715	\$ 7,185	\$ 11,600
Leases	\$ 109,680	\$ 111,360	\$ 111,360
Donations	\$ 1,044	\$ -	\$ -
Insurance recoveries	\$ -	\$ 2,172	\$ -
Miscellaneous	\$ 28,256	\$ 39,691	\$ 25,200
Interfund loan repayment	\$ 344,266	\$ 172,133	\$ -
<b>Total Revenues</b>	<b>\$ 30,909,103</b>	<b>\$ 30,642,839</b>	<b>\$ 23,405,869</b>



## General Fund Details

2019-2024

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Expenditures</b>			
Legislative	\$ 180,254	\$ 148,203	\$ 273,882
Salaries and benefits	\$ 94,327	\$ 96,564	\$ 200,533
Supplies	\$ 8,145	\$ 5,777	\$ 4,500
Professional services	\$ 77,782	\$ 55,890	\$ 98,850
City Manager	\$ 2,629,779	\$ 1,941,143	\$ 1,509,695
Salaries and benefits	\$ 647,673	\$ 1,146,410	\$ 1,123,195
Supplies	\$ 2,512	\$ 2,970	\$ 2,500
Professional services	\$ 1,979,594	\$ 1,113,907	\$ 384,000
Human Resources	\$ 165,298	\$ 748,768	\$ 956,743
Salaries and benefits	\$ 126,561	\$ -	\$ 345,842
Supplies	\$ 3,199	\$ 1,527	\$ 12,400
Professional services	\$ 35,538	\$ 284,180	\$ 598,500
Finance & Administration	\$ 1,295,991	\$ 1,374,595	\$ 1,881,239
Salaries and benefits	\$ 1,002,552	\$ 1,121,040	\$ 1,603,519
Supplies	\$ 8,999	\$ 10,650	\$ 6,400
Professional services	\$ 284,440	\$ 252,808	\$ 271,320
Communications & Marketing	\$ 1,586,535	\$ 558,929	\$ 718,827
Salaries and benefits	\$ 479,606	\$ 405,614	\$ 509,827
Supplies	\$ 912,777	\$ 32,398	\$ 52,000
Professional services	\$ 194,152	\$ 188,142	\$ 157,000
Information Technology	\$ 916,703	\$ 878,754	\$ 822,390
Salaries and benefits	\$ 217,535	\$ 274,422	\$ 320,451
Supplies	\$ 67,389	\$ 47,023	\$ 20,000
Professional services	\$ 631,779	\$ 481,869	\$ 423,139
City Clerk	\$ 238,362	\$ 399,679	\$ 563,772
Salaries and benefits	\$ 213,879	\$ 257,837	\$ 379,124
Supplies	\$ 160	\$ 39	\$ 500
Professional services	\$ 24,323	\$ 14,145	\$ 170,750
Police	\$ 10,136,701	\$ 10,933,478	\$ 11,199,439
Salaries and benefits	\$ 8,102,010	\$ 8,385,583	\$ 8,891,746
Supplies	\$ 213,113	\$ 276,211	\$ 203,700
Professional services	\$ 1,821,578	\$ 2,138,722	\$ 2,144,994

## General Fund Details

2019-2024

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Expenditures (Continued)</b>			
Fire	\$ 7,959,759	\$ 8,614,347	\$ 409,090
Professional services	\$ 7,959,759	\$ 8,465,968	\$ 356,040
Recreation	\$ 492,844	\$ 274,666	\$ 247,600
Salaries and benefits	\$ 315,759	\$ 379,064	\$ -
Supplies	\$ 24,878	\$ 714	\$ 5,600
Professional services	\$ 152,207	\$ 45,588	\$ 239,000
Community Development	\$ 1,557,614	\$ 1,247,007	\$ 1,552,384
Salaries and benefits	\$ 1,032,226	\$ 881,942	\$ 1,045,865
Supplies	\$ 830	\$ 1,278	\$ 3,600
Professional services	\$ 524,558	\$ 336,491	\$ 522,919
Public Works	\$ 2,027,322	\$ 1,834,456	\$ 2,385,115
Salaries and benefits	\$ 1,399,802	\$ 1,259,813	\$ 1,592,339
Supplies	\$ 65,005	\$ 46,270	\$ 90,400
Professional services	\$ 562,515	\$ 442,893	\$ 752,376
Non-Departmental	\$ 949,782	\$ 895,749	\$ 794,692
Salaries and benefits	\$ 12,802	\$ -	\$ -
Supplies	\$ 25,676	\$ 15,211	\$ 13,500
Professional services	\$ 528,580	\$ 573,742	\$ 786,192
Capital outlay	\$ 365,598	\$ 360,126	\$ -
Custodial activities-out	\$ 17,131	\$ 34,975	\$ -
Special or Extraordinary Items	\$ (6)	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 30,136,944</b>	<b>\$ 29,849,773</b>	<b>\$ 23,314,867</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$ 772,160</b>	<b>\$ 793,066</b>	<b>\$ 91,002</b>
Transfers-in	\$ -	\$ -	\$ -
Transfers-out	\$ -	\$ 50,000	\$ 91,000
<b>Other Increases (Decrease) in Fund Resources</b>	<b>\$ 772,160</b>	<b>\$ 743,066</b>	<b>\$ 2</b>
<b>Beginning Fund Balance</b>	<b>\$ 6,049,698</b>	<b>\$ 6,821,858</b>	<b>\$ 7,564,924</b>
<b>Ending Fund Balance</b>	<b>\$ 6,821,858</b>	<b>\$ 7,564,924</b>	<b>\$ 7,564,926</b>

## Special Revenue Funds

# Streets Fund – 6 Year Forecast (2023-2028)

Street Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	307,158	333,077	15,105	19,837	15,926	11,365	17,321	15,688
Revenue	458,690	509,428	488,797	486,439	470,200	490,221	492,181	494,246
Expenditures	432,771	827,400	484,066	490,349	474,761	484,264	493,815	508,413
Ending Fund Balance	333,077	15,105	19,837	15,926	11,365	17,321	15,688	1,521

Revenues	2021	2022	2023	2024	2025	2026	2027	2028
Licenses and permits	38,793	23,250	37,800	37,800	40,000	42,000	44,100	46,305
Intergovernmental revenues	418,993	433,569	417,801	415,443	420,000	433,021	432,881	432,741
Miscellaneous revenues	904	2,609	196	196	200	200	200	200
Transfers-in	-	50,000	33,000	33,000	10,000	15,000	15,000	15,000
<b>Total Revenues</b>	<b>458,690</b>	<b>509,428</b>	<b>488,797</b>	<b>486,439</b>	<b>470,200</b>	<b>490,221</b>	<b>492,181</b>	<b>494,246</b>

- Funding is mainly Motor Vehicle Tax, Multimodal Transportation, Permits, & Grants
- Transfers in are from General Fund

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028
Public Works	375,362	564,954	469,066	475,349	459,761	469,264	478,815	488,413
Salaries and benefits	58,957	170,686	109,066	115,349	117,656	120,009	122,410	124,858
Supplies	34,704	48,304	34,500	34,500	39,827	43,231	46,634	50,038
Professional services	281,701	345,964	325,500	325,500	302,278	306,024	309,771	313,517
Capital outlay	57,409	262,446	15,000	15,000	15,000	15,000	15,000	20,000
<b>Total Expenditures</b>	<b>432,771</b>	<b>827,400</b>	<b>484,066</b>	<b>490,349</b>	<b>474,761</b>	<b>484,264</b>	<b>493,815</b>	<b>508,413</b>

## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Street Fund</b>				
<b>Revenues</b>				
Licenses and permits	\$	78,005	\$ 62,043	\$ 75,600
Intergovernmental revenues	\$	1,164,050	\$ 852,562	\$ 833,244
Miscellaneous revenues	\$	8,490	\$ 3,513	\$ 392
<b>Total Revenues</b>	<b>\$</b>	<b>1,250,545</b>	<b>\$ 918,118</b>	<b>\$ 909,236</b>
<b>Expenditures</b>				
Salaries and benefits	\$	263,969	\$ 229,643	\$ 224,415
Supplies	\$	32,982	\$ 83,008	\$ 69,000
Professional services	\$	512,998	\$ 627,665	\$ 651,000
Capital outlay	\$	197,431	\$ 319,855	\$ 30,000
Special or Extraordinary Items	\$	1	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$</b>	<b>1,007,381</b>	<b>\$ 1,260,171</b>	<b>\$ 974,415</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$</b>	<b>243,164</b>	<b>\$ (342,053)</b>	<b>\$ (65,179)</b>
Transfers-in	\$	-	\$ 50,000	\$ 66,000
Transfers-out	\$	-	\$ -	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$</b>	<b>243,164</b>	<b>\$ (292,053)</b>	<b>\$ 821</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>63,994</b>	<b>\$ 307,158</b>	<b>\$ 15,105</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>307,158</b>	<b>\$ 15,105</b>	<b>\$ 15,926</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
103	City Street Expenditures				
103	001-019-571-10-11-00	Salaries & Wages	\$ 238,551	\$ 147,617	\$ -
103	001-019-571-10-12-00	Overtime	\$ 2,627	\$ 8,486	\$ -
103	001-019-571-10-21-01	MEBT/Medicare	\$ 16,731	\$ 10,576	\$ -
103	001-019-571-10-21-02	Retirement	\$ 20,541	\$ 16,813	\$ -
103	001-019-571-10-21-03	Health Benefits	\$ 30,843	\$ 26,911	\$ -
103	001-019-571-10-21-04	Worker's Compensation	\$ 6,466	\$ 2,422	\$ -
103	001-019-571-10-21-11	Benefits - Indirect Cost	\$ -	\$ 806	\$ -
103	001-019-571-10-41-00	Prof Svcs - ActiveNet	\$ 4,130	\$ 14	\$ 4,000
103	001-019-571-10-49-01	Conferences and Training	\$ 1,587	\$ -	\$ 4,000
103	001-019-571-10-49-53	B&O Taxes	\$ 15,885	\$ 7,010	\$ 15,000
103	001-019-571-20-31-00	Supplies - Rec	\$ -	\$ -	\$ 4,000
103	001-019-571-20-31-01	Supplies - Preschool	\$ 1,482	\$ -	\$ 1,600
103	001-019-571-20-41-01	Prof Svc - Rec Services	\$ 129,278	\$ 26,012	\$ 156,000
103	001-019-571-20-44-00	Advertising - Rec Services	\$ 299	\$ -	\$ 60,000
103	001-019-571-20-45-02	Rent/Lease - Rec Services	\$ 685	\$ -	\$ 3,000
103	001-019-571-21-31-01	Supplies - Youth Basketball	\$ 23,395	\$ 664	\$ -
103	001-019-571-21-41-00	Prof Services - Youth BB	\$ 1,028	\$ -	\$ -
103	001-019-589-30-00-00	Sales Tax	\$ 1,063	\$ 600	\$ -
103		City Street Expenditures Total	\$ 990,939	\$ 1,096,003	\$ 974,415

## Council Contingency Fund – 6 Year Forecast (2023-2028)

Council Contingency Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	63,146	63,188	59,492	50,056	40,620	41,206	41,840	42,522
Revenue	42	206	564	564	586	634	682	731
Expenditures	-	3,902	10,000	10,000	-	-	-	-
Ending Fund Balance	63,188	59,492	50,056	40,620	41,206	41,840	42,522	43,253

- Created in 1985, to be used to accumulate monies for emergencies or unanticipated needs
- 2022: Utility Box Project
- 2023/24: Budgeted for Unanticipated Needs

## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Council Contingency Fund</b>				
<b>Revenues</b>				
Investment Interest		1785	247.82	\$ -
<b>Total Revenues</b>	<b>\$</b>	<b>1,785</b>	<b>\$ 248</b>	<b>\$ -</b>
<b>Expenditures</b>				
Misc. Events-Sponsorships	\$	500	\$ 3,902	\$ 20,000
<b>Total Expenditures</b>	<b>\$</b>	<b>500</b>	<b>\$ 3,902</b>	<b>\$ 20,000</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>61,861</b>	<b>\$ 63,146</b>	<b>\$ 59,492</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>63,146</b>	<b>\$ 59,492</b>	<b>\$ 39,492</b>



General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
110	Council Contingency Expenditures				
110	110-000-588-10-00-00	Prior Period Adjustment	\$ (251)	\$ -	\$ -
110	110-010-573-90-49-00	Misc. Events-Sponsorships	\$ 500	\$ 10,000	\$ 20,000
110	Council Contingency Expenditures Total		\$ 249	\$ 10,000	\$ 20,000

# Municipal Arts Fund – 6 Year Forecast (2023-2028)



Municipal Arts Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	35,816	34,628	24,757	20,010	15,262	10,958	958	0
Revenue	24	331	5,253	5,253	696	-	-	-
Expenditures	1,212	10,202	10,000	10,000	5,000	10,000	958	-
Ending Fund Balance	34,628	24,757	20,010	15,262	10,958	958	-	-



- Funding: Transfer based on 1% of Municipal Construction Projects, Grants, Donations
- Created in 1987, this fund contains monies dedicated for the selection, acquisition and/or installation of works of art.
- Code requires at least 1% of the total project cost for all municipal construction projects to be transferred from the originating department or fund to this special fund.

## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Municipal Arts Fund</b>				
<b>Revenues</b>				
Local Grants	\$	9,806	\$	-
Investment Interest	\$	1,209	\$	355
Donations - Veterans Monument	\$	332	\$	-
<b>Total Revenues</b>	<b>\$</b>	<b>11,347</b>	<b>\$</b>	<b>355</b>
<b>Expenditures</b>				
Art Improvements	\$	19,004	\$	11,414
<b>Total Expenditures</b>	<b>\$</b>	<b>19,004</b>	<b>\$</b>	<b>11,414</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$</b>	<b>(7,657)</b>	<b>\$</b>	<b>(11,059)</b>
Transfers-in	\$	-	\$	-
Transfers-out	\$	-	\$	-
<b>Increase (Decrease) in Fund Resources</b>	<b>\$</b>	<b>(7,657)</b>	<b>\$</b>	<b>(11,059)</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>43,473</b>	<b>\$</b>	<b>35,816</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>35,816</b>	<b>\$</b>	<b>24,757</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
115	Municipal Arts Expenditures				
115	115-015-573-20-31-00	Art Improvements	\$ 19,004	\$ 10,000	\$ 20,000
115	Municipal Arts Expenditures Total		\$ 19,004	\$ 10,000	\$ 20,000

# Paths & Trails – 6 Year Forecast (2023-2028)

Paths & Trails Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	7,035	8,583	10,093	6,825	3,557	1,445	192	370
Revenue	1,548	1,510	1,732	1,732	1,316	1,247	1,178	1,108
Expenditures	-	-	5,000	5,000	3,428	2,500	1,000	1,000
Ending Fund Balance	8,583	10,093	6,825	3,557	1,445	192	370	478



- Funding: Motor Vehicle Fuel Tax
- The RCW requires the City to earmark one-half of one percent of funds received from motor vehicle fuel taxes for paths and trails

## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Paths &amp; Trails Fund</b>				
<b>Revenues</b>				
Motor Vehicle Fuel Tax	\$	3,198	\$ 3,058	\$ 3,280
Investment Interest	\$	418	\$ -	\$ 184
<b>Total Revenues</b>	<b>\$</b>	<b>3,616</b>	<b>\$ 3,058</b>	<b>\$ 3,464</b>
<b>Expenditures</b>				
Supplies	\$	48	\$ -	\$ 10,000
<b>Total Expenditures</b>	<b>\$</b>	<b>48</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$</b>	<b>3,569</b>	<b>\$ 3,058</b>	<b>\$ (6,536)</b>
Transfers-in	\$	-	\$ -	\$ -
Transfers-out	\$	10,000	\$ -	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$</b>	<b>(6,431)</b>	<b>\$ 3,058</b>	<b>\$ (6,536)</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>13,467</b>	<b>\$ 7,035</b>	<b>\$ 10,093</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>7,035</b>	<b>\$ 10,093</b>	<b>\$ 3,557</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
125	Paths and Trails Expenditures				
125	125-025-542-62-31-00	Supplies	\$ 48	\$ -	\$ 10,000
125	125-025-597-00-00-00	Transfer Out - Trail Preservat	\$ 10,000	\$ -	\$ -
125		Paths and Trails Expenditures Total	\$ 10,048	\$ -	\$ 10,000

## Drug Buy Fund – 6 Year Forecast (2023-2028)

Drug Buy Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	30,247	26,268	22,289	18,289	14,289	10,289	6,289	4,000
Revenue	-	-	-	-	-	-	-	-
Expenditures	3,979	3,979	4,000	4,000	4,000	4,000	4,000	4,000
Ending Fund Balance	26,268	22,289	18,289	14,289	10,289	6,289	4,000	-

- Funding: Funds collected or received as a result of drug related confiscation
- Expenses are for investigation supplies and costs



## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Drug Buy Fund</b>				
<b>Revenues</b>				
Confiscated Forfeited Property	\$	25,430	\$	-
<b>Total Revenues</b>	<b>\$</b>	<b>25,430</b>	<b>\$</b>	<b>-</b>
<b>Expenditures</b>				
Investigation Supplies & Costs	\$	10,990	\$	7,958
<b>Total Expenditures</b>	<b>\$</b>	<b>10,990</b>	<b>\$</b>	<b>7,958</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$</b>	<b>14,440</b>	<b>\$</b>	<b>(7,958)</b>
Transfers-in	\$	-	\$	-
Transfers-out	\$	-	\$	-
<b>Increase (Decrease) in Fund Resources</b>	<b>\$</b>	<b>14,440</b>	<b>\$</b>	<b>(7,958)</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>15,807</b>	<b>\$</b>	<b>30,247</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>30,247</b>	<b>\$</b>	<b>22,289</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
130	Durg Buy Expenditures				
130	130-030-521-23-31-00	Investigation Supplies & Costs	\$ 10,990	\$ 15,916	\$ 12,000
130	Drug Buy Expenditures Total		\$ 10,990	\$ 15,916	\$ 12,000

## City Hall North – 6 Year Forecast (2023-2028)

City Hall North Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	519,635	574,750	640,064	737,814	835,563	969,918	1,127,205	1,307,424
Revenue	148,709	326,295	215,287	215,287	267,228	277,756	288,284	298,812
Expenditures	93,594	260,981	117,538	117,538	132,873	120,469	108,065	95,662
Ending Fund Balance	574,750	640,064	737,814	835,563	969,918	1,127,205	1,307,424	1,510,574



- Funding: Revenue from Office Space Leases
- This fund captures income from leases and expenses from operating the City Hall North building

## Special Revenue Funds Details

2019-2024

	2019-2020	Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>City Hall North Fund</b>				
<b>Revenues</b>				
Leasehold Excise Tax	\$	25,955	\$ 32,026	\$ 38,324
Local Leasehold Interest	\$	29	\$ -	\$ 10
TripleNet Charges	\$	38,495	\$ 81,718	\$ 81,312
Investment Interest	\$	15,082	\$ 13,768	\$ 12,453
Lease Revenue	\$	282,888	\$ 317,492	\$ 298,475
Custodial - Leasehold Tax	\$	13,359	\$ 30,000	\$ -
<b>Total Revenues</b>	<b>\$</b>	<b>375,808</b>	<b>\$ 475,004</b>	<b>\$ 430,575</b>
<b>Expenditures</b>				
Salaries & Wages	\$	-	\$ -	\$ 14,816
Salaries & Wages	\$	9,963	\$ -	\$ -
Overtime	\$	-	\$ -	\$ 502
MEBT/Medicare	\$	-	\$ -	\$ 1,176
Retirement	\$	-	\$ -	\$ 1,524
Health Benefits	\$	-	\$ -	\$ 4,161
State Industrial	\$	-	\$ -	\$ 396
Benefits	\$	3,744	\$ -	\$ -
Supplies	\$	10,376	\$ 10,000	\$ 10,000
Professional Services	\$	43,442	\$ 43,712	\$ 44,000
Professional Services-Legal	\$	533	\$ 1,152	\$ 6,000
COVID-19	\$	43,511	\$ -	\$ -
Insurance	\$	20,000	\$ 20,250	\$ 23,500
Utilities	\$	66,986	\$ 79,461	\$ 79,000
Repair & Maintenance	\$	73,451	\$ 40,000	\$ 50,000
Leasehold Excise Tax	\$	29,080	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$</b>	<b>301,086</b>	<b>\$ 194,575</b>	<b>\$ 235,076</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$</b>	<b>74,722</b>	<b>\$ 280,429</b>	<b>\$ 195,499</b>
Transfers-in	\$	-	\$ -	\$ -
Transfers-out	\$	80,000	\$ 160,000	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$</b>	<b>(5,278)</b>	<b>\$ 120,429</b>	<b>\$ 195,499</b>
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>524,913</b>	<b>\$ 519,635</b>	<b>\$ 640,064</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>519,635</b>	<b>\$ 640,064</b>	<b>\$ 835,563</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
145	City Hall North Expenditures				
145	145-045-518-20-11-11	Salaries & Wages	\$ 9,963	\$ -	\$ 14,816
145	145-045-518-20-12-00	Overtime	\$ -	\$ -	\$ 502
145	145-045-518-20-21-01	MEBT/Medicare	\$ -	\$ -	\$ 1,176
145	145-045-518-20-21-02	Retirement	\$ -	\$ -	\$ 1,524
145	145-045-518-20-21-03	Health Benefits	\$ -	\$ -	\$ 4,161
145	145-045-518-20-21-04	State Industrial	\$ -	\$ -	\$ 396
145	145-045-518-20-21-11	Benefits	\$ 3,744	\$ -	\$ -
145	145-045-518-20-31-00	Supplies	\$ 10,376	\$ 10,000	\$ 10,000
145	145-045-518-20-41-00	Professional Services	\$ 43,442	\$ 43,712	\$ 44,000
145	145-045-518-20-41-01	Professional Services-Legal	\$ 533	\$ 1,152	\$ 6,000
145	145-045-518-20-41-99	COVID-19	\$ 43,511	\$ -	\$ -
145	145-045-518-20-46-00	Insurance	\$ 20,000	\$ 20,250	\$ 23,500
145	145-045-518-20-47-01	Utilities	\$ 66,986	\$ 85,000	\$ 79,000
145	145-045-518-20-48-00	Repair & Maintenance	\$ 73,451	\$ 40,000	\$ 50,000
145	145-045-518-20-49-00	Triple Net - refunds	\$ -	\$ 10,000	\$ -
145	145-045-589-30-00-00	Leasehold Excise Tax	\$ 29,080	\$ 30,000	\$ -
145	145-045-594-18-60-00	Capital Outlay	\$ -	\$ 1,095	\$ -
145	145-045-594-18-62-03	City Hall North HVAC 17-BLDG-4	\$ -	\$ 40,000	\$ -
145	145-045-597-00-00-01	Transfer to CIP Fund HVAC	\$ 80,000	\$ 160,000	\$ -
145	City Hall North Expenditures Total		\$ 381,086	\$ 441,209	\$ 235,076

## Debt Service Funds

## Debt Service Fund – 6 Year Forecast (2023-2028)

Debt Service Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)
Revenue	263,833	263,124	263,317	263,388	263,338	263,165	262,870	263,453
Expenditures	263,833	263,124	263,317	263,388	263,338	263,165	262,870	263,453
Ending Fund Balance	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)

- Funding: Transfer from Surface Water
- The fund is used to account for debt service payments for that the City is responsible for.
- The City is currently paying for a single GO Bond for surface water infrastructure replacement & improvements out of this fund.

## Debt Service Fund Details

2019-2024

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Debt Service Fund</b>			
<b>Revenues</b>			
<b>Total Revenues</b>	\$ -	\$ -	\$ -
<b>Expenditures</b>			
Principal - 800 Mhz	\$ 31,519	\$ -	\$ -
Principal - GO Bond SW & CAP	\$ 419,000	\$ 390,000	\$ 409,000
Interest - 800 MHz	\$ 1,576	\$ -	\$ -
Interest - GO Bond SW & CAP	\$ 107,392	\$ 136,957	\$ 117,706
<b>Total Expenditures</b>	<b>\$ 559,487</b>	<b>\$ 526,957</b>	<b>\$ 526,706</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$ (559,487)</b>	<b>\$ (526,957)</b>	<b>\$ (526,706)</b>
Transfers-in	\$ 547,033	\$ 526,957	\$ 526,706
Transfers-out	\$ -	\$ -	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$ (12,454)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 12,454</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
226	Debt Service Expenditures				
226	226-026-591-28-79-03	Principal - 800 Mhz	\$ 31,519	\$ -	\$ -
226	226-026-591-95-79-02	Principal - GO Bond SW & CAP	\$ 419,000	\$ 390,000	\$ 409,000
226	226-026-592-28-83-03	Interest - 800 MHz	\$ 1,576	\$ -	\$ -
226	226-026-592-95-83-02	Interest - GO Bond SW & CAP	\$ 107,393	\$ 136,958	\$ 117,706
226	Debt Service Expenditures Total		\$ 559,488	\$ 526,958	\$ 526,706

## Local Revitalization Fund – 6 Year Forecast (2023-2028)

Local Revitalization Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	198,989	223,876	266,948	0	0	0	0	0
Revenue	24,887	43,072	-	-	-	-	-	-
Expenditures	-	-	266,948	-	-	-	-	-
Ending Fund Balance	223,876	266,948	0	0	0	0	0	0

- Revenue from Property Taxes

## Debt Service Fund Details

2019-2024

	2019-2020 Actual	2021-2022 Projected Actual	2023-2024 Adopted Budget
<b>Local Revitalization Fund</b>			
<b>Revenues</b>			
Property Tax LRF	\$ 69,335	\$ 67,659	\$ -
Investment Interest	\$ 3,690	\$ 300	\$ -
<b>Total Revenues</b>	<b>\$ 73,025</b>	<b>\$ 67,959</b>	<b>\$ -</b>
<b>Expenditures</b>			
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,948</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$ 73,025</b>	<b>\$ 67,959</b>	<b>\$ (266,948)</b>
Transfers-in	\$ -	\$ -	\$ -
Transfers-out	\$ -	\$ -	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$ 73,025</b>	<b>\$ 67,959</b>	<b>\$ (266,948)</b>
<b>Beginning Fund Balance</b>	<b>\$ 125,964</b>	<b>\$ 198,989</b>	<b>\$ 266,948</b>
<b>Ending Fund Balance</b>	<b>\$ 198,989</b>	<b>\$ 266,948</b>	<b>\$ -</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
227	Local Revitalization Expenditures				
227	226-026-591-28-79-03	Principal - 800 Mhz	\$ 31,519	\$ -	\$ -
227	226-026-591-95-79-02	Principal - GO Bond SW & CAP	\$ 419,000	\$ 390,000	\$ 409,000
227	226-026-592-28-83-03	Interest - 800 MHz	\$ 1,576	\$ -	\$ -
227	226-026-592-95-83-02	Interest - GO Bond SW & CAP	\$ 107,393	\$ 136,958	\$ 117,706
227	Local Revitalization Expenditures Total		\$ 73,025	\$ 99,660	\$ 266,948

# Enterprise Fund

# Surface Water – 6 Year Forecast (2023-2028)

Surface Water Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	772,339	1,922,158	2,458,129	1,987,484	1,378,040	537,816	(366,955)	(1,091,526)
Revenue	1,834,285	1,942,754	2,113,955	2,072,858	2,158,221	2,170,711	2,285,075	2,301,371
Expenditures	684,466	1,406,782	2,584,600	2,682,302	2,998,445	3,075,482	3,009,646	2,454,184
Ending Fund Balance	1,922,158	2,458,129	1,987,484	1,378,040	537,816	(366,955)	(1,091,526)	(1,244,340)

Revenues	2021	2022	2023	2024	2025	2026	2027	2028
Intergovernmental revenues	50,000	-	100,000	-	50,000	-	50,000	-
Charges for goods and services	1,782,075	1,929,301	1,963,423	2,022,326	2,082,996	2,145,486	2,209,850	2,276,146
Miscellaneous revenues	2,210	13,453	50,532	50,532	25,225	25,225	25,225	25,225
<b>Total Revenues</b>	<b>1,834,285</b>	<b>1,942,754</b>	<b>2,113,955</b>	<b>2,072,858</b>	<b>2,158,221</b>	<b>2,170,711</b>	<b>2,285,075</b>	<b>2,301,371</b>

- Ecology Grant of \$50,000 expected biannually
- Surface Water Fees make up main revenue source

- Increased cost to maintain Surface Water Utility 2023-25

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028
Salaries and benefits	64,484	223,374	428,613	458,086	478,700	488,274	498,039	508,000
Supplies	15,383	21,964	17,100	17,100	17,442	17,791	18,147	18,510
Professional services	159,051	136,338	928,100	407,500	679,980	352,510	365,590	749,222
Capital outlay	129,629	542,268	898,000	1,487,000	1,510,000	1,905,000	1,865,000	915,000
Debt service	315,919	482,838	312,787	312,616	312,323	311,908	262,870	263,453
<b>Total Expenditures</b>	<b>684,466</b>	<b>1,406,782</b>	<b>2,584,600</b>	<b>2,682,302</b>	<b>2,998,445</b>	<b>3,075,482</b>	<b>3,009,646</b>	<b>2,454,184</b>

## Surface Water Utility Fund Details

**2019-2024**

	2019-2020	2021-2022	2023-2024
	Actual	Projected Actual	Adopted Budget
<b>Revenues</b>			
Intergovernmental revenues	\$ -	\$ 50,000	\$ 100,000
Charges for goods and services	\$ 2,983,113	\$ 3,711,376	\$ 3,985,749
Miscellaneous revenues	\$ 69,996	\$ 15,663	\$ 101,064
<b>Total Revenues</b>	<b>\$ 3,053,109</b>	<b>\$ 3,777,039</b>	<b>\$ 4,186,813</b>
<b>Expenditures</b>			
Salaries and benefits	\$ 265,278	\$ 287,858	\$ 886,699
Supplies	\$ 12,554	\$ 37,347	\$ 34,200
Professional services	\$ 285,452	\$ 295,389	\$ 1,335,600
Capital outlay	\$ 1,358,358	\$ 671,897	\$ 2,385,000
Debt service	\$ 444,903	\$ 798,757	\$ 625,403
Special or Extraordinary Items	\$ 38,746	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 2,405,291</b>	<b>\$ 2,091,248</b>	<b>\$ 5,266,902</b>
<b>Excess (Deficiency) Revenues Over Expenditures:</b>	<b>\$ 647,818</b>	<b>\$ 1,685,790</b>	<b>\$ (1,080,089)</b>
Transfers-in	\$ -	\$ -	\$ -
Transfers-out	\$ 526,393	\$ -	\$ -
<b>Increase (Decrease) in Fund Resources</b>	<b>\$ 121,425</b>	<b>\$ 1,685,790</b>	<b>\$ (1,080,089)</b>
<b>Beginning Fund Balance</b>	<b>\$ 650,914</b>	<b>\$ 772,339</b>	<b>\$ 2,458,129</b>
<b>Ending Fund Balance</b>	<b>\$ 772,339</b>	<b>\$ 2,458,129</b>	<b>\$ 1,378,040</b>

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
401	Surface Water Utility Expenditures				
401	401-401-515-41-41-00	Legal Services - Advice	\$ -	\$ -	\$ 10,000
401	401-401-515-45-41-00	Legal Svcs-Claims & Litigation	\$ -	\$ -	\$ -
401	401-401-531-38-11-00	Salary & Wages	\$ 154,992	\$ 384,751	\$ 631,751
401	401-401-531-38-11-11	Salary & Wages - Ind Cost	\$ 30,603	\$ -	\$ -
401	401-401-531-38-12-00	Overtime	\$ 1,765	\$ 1,062	\$ 8,985
401	401-401-531-38-21-01	MEBT/Medicare	\$ 11,679	\$ 20,005	\$ 49,188
401	401-401-531-38-21-02	Retirement	\$ 19,036	\$ 24,911	\$ 63,814
401	401-401-531-38-21-03	Health Benefits	\$ 32,827	\$ 53,471	\$ 119,084
401	401-401-531-38-21-04	State Industrial	\$ 2,413	\$ 5,832	\$ 13,876
401	401-401-531-38-21-05	Unemployment Comp/FMLP	\$ (36)	\$ -	\$ -
401	401-401-531-38-21-11	Benefits - Ind Cost	\$ 11,999	\$ -	\$ -
401	401-401-531-38-30-00	Office Supplies	\$ -	\$ 95	\$ 200
401	401-401-531-38-31-00	Operating Supplies	\$ 2,377	\$ 12,000	\$ 10,000
401	401-401-531-38-31-03	Supplies-Public Outreach Ed	\$ -	\$ 8,000	\$ 8,000
401	401-401-531-38-32-00	Gasoline Fuel	\$ 10,048	\$ 11,000	\$ 12,000
401	401-401-531-38-35-00	Small Tools & Equipment	\$ 129	\$ 2,500	\$ 4,000
401	401-401-531-38-41-00	Professional Services-Legal	\$ 22,673	\$ 10,000	
401	401-401-531-38-41-01	Professional Services-Misc.	\$ 70,617	\$ 210,000	\$ -
401	401-401-531-38-41-02	Catch Basin & Pond Maintenance	\$ 7,464	\$ 400,000	\$ -
401	401-401-531-38-41-03	Ditch & Swale Cleaning Service	\$ 26,724	\$ 20,000	\$ -
401	401-401-531-38-41-06	Disposal Testing Service	\$ 1,700	\$ 3,187	\$ 5,000
401	401-401-531-38-41-08	Landscape Repair-Pond Cleaning	\$ -	\$ -	\$ -
401	401-401-531-38-41-09	Prof Serv. SnoCo SW Billing	\$ 39,236	\$ 51,530	\$ 36,200
401	401-401-531-38-41-10	Catch Basin/Public Facility Inspection	\$ -	\$ -	\$ 616,000
401	401-401-531-38-41-11	Catch Basin and Pipe Cleaning	\$ -	\$ -	\$ 172,500
401	401-401-531-38-41-12	Citywide Stream Water Quality Sampling SW00012	\$ -	\$ -	\$ 61,000
401	401-401-531-38-41-51	WRIA8 Interlocal Conservation	\$ 13,558	\$ 14,773	\$ 19,900
401	401-401-531-38-45-00	Storm Pipe Rehabilitation Work Plan Update SW90003	\$ -	\$ 142,107	\$ 80,000
401	401-401-531-38-48-01	Repair & Maint-Vehicle/Sweeper	\$ 13,973	\$ 15,000	\$ 40,000
401	401-401-531-38-49-01	Conferences, Dues, Training	\$ 10,011	\$ 5,000	\$ 25,000
401	401-401-531-38-49-02	Miscellaneous-Dump Fees	\$ -	\$ 961	\$ -
401	401-401-531-38-49-03	Permit Fees	\$ 34,899	\$ 70,849	\$ 56,000
401	401-401-531-38-49-51	Surface Water Excise Taxes	\$ 44,597	\$ 44,714	\$ 50,000
401	401-401-581-20-00-42	Interfund Loan Repaymt to Gen	\$ 329,589	\$ 170,003	\$ -
401	401-401-585-00-00-01	Extraordinary Event Sinkhole	\$ 38,746	\$ -	\$ -
401	401-401-591-31-79-00	PWTF Loan Principal	\$ 97,000	\$ 97,000	\$ 97,000
401	401-401-592-31-82-42	Interfund Loan GFund Interest	\$ 14,677	\$ 2,130	\$ -
401	401-401-592-31-89-00	PWTF Loan Interest	\$ 3,638	\$ 2,668	\$ 1,698
401	401-401-594-31-63-01	Grade F Pipe Failures19-SW-01	\$ 851,934	\$ -	\$ -
401	401-401-594-31-63-02	Grade C Stormwater Pipe Repair	\$ 506,424	\$ 1,500,000	\$ 1,655,000
401	401-401-594-31-63-03	Small Pipe Assessment	\$ -	\$ 100,000	\$ -
401	401-401-594-31-63-04	164th St Storm Pipe Extension SW00009	\$ -	\$ -	\$ 40,000
401	401-401-594-31-63-06	Citywide Street Storm ExtSW-27	\$ -	\$ 250,000	\$ -
401	401-401-594-31-63-07	Emergency Spill Response & Cleanup SW00010	\$ -	\$ -	\$ 164,000
401	401-401-594-31-63-08	Mill Creek Blvd/161st St SE Storm Pipe Replacement SW00002	\$ -	\$ -	\$ 392,000
401	401-401-594-31-63-09	159th Pl SE Storm Pipe Replacement SW00003	\$ -	\$ -	\$ 120,000
401	401-401-594-31-63-10	Seattle Hill Road/Village Green Drive Storm Pipe Extension SW00004	\$ -	\$ -	\$ 83,000
401	401-401-597-00-00-00	Equipment Replacement Funding	\$ -	\$ -	\$ 95,000
401	401-401-597-31-79-01	Transfer to Debt Svc 2019 LTGO	\$ 526,393	\$ 526,957	\$ 526,706
401	Surface Water Utility Expenditures Total		\$ 5,984,794	\$ 11,169,737	\$ 9,453,715



## Internal Service Funds

## Equipment Replacement & Renewal Fund – 6 Year Forecast (2023-2028)

Equipment Replacement & Renewal Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	1,517,085	1,563,163	1,419,567	1,441,191	1,462,815	1,381,208	1,290,721	1,191,354
Revenue	134,914	134,731	159,447	159,447	167,157	168,336	169,515	170,694
Expenditures	88,836	278,326	137,823	137,823	248,764	258,823	268,882	278,941
Ending Fund Balance	1,563,163	1,419,567	1,441,191	1,462,815	1,381,208	1,290,721	1,191,354	1,083,107

- This fund was created in 1991 to accumulate replacement funds for City-owned vehicles and equipment. Individual departments owning and operating vehicles/equipment pay into this fund using straight line depreciation.
- Funding: Transfers from Departments to Fund Future Equipment Purchases
- 2 Police Vehicles & Citywide Desktop Refresh Budgeted in 23/24

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
509	Equipment Replacement Expenditures				
509	509-059-594-19-64-01	General Fund Equipment	\$ 22,814	\$ -	\$ 140,000
509	509-059-594-21-64-01	Public Safety Equip - Auto	\$ 429,719	\$ 116,000	\$ 135,646
509	509-059-594-21-64-02	Public Safety Equip - Other	\$ 57,842	\$ -	\$ -
509	509-059-594-42-64-01	City Streets Equipment	\$ 30,000	\$ 230,000	\$ -
509	Equipment Replacement Expenditures Total		\$ 540,374	\$ 346,000	\$ 275,646

## Unemployment Compensation / Self Insurance Fund – 6 Year Forecast (2023-2028)

Unemployment Compensation/Self Insurance	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	55,453	40,337	26,259	26,259	1,259	1,259	1,259	1,259
Revenue	-	-	25,000	-	-	-	-	-
Expenditures	15,116	14,078	25,000	25,000	-	-	-	-
Ending Fund Balance	40,337	26,259	26,259	1,259	1,259	1,259	1,259	1,259

- Funding: Transfers from General Fund
- This fund was created in 1990 to accumulate funds to pay for the cost of unanticipated unemployment claims against the City & to cover unanticipated insurance deductibles for property, auto, and liability coverage. To date, the city has not been using this fund to pay for insurance deductibles.

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
521	Unemployment Comp/Self Ins. Expenditures				
521	521-000-397-00-00-03	Transfer from Gen Fund	\$ -	\$ -	\$ 25,000
521	521-052-517-78-21-08	Unemployment Comp Claims	\$ 2,743	\$ 50,000	\$ 50,000
521	Unemployment Comp/Self Ins. Expenditures Total		\$ 2,743	\$ 50,000	\$ 75,000

# Capital Project Funds

## Real Estate Excise Tax – 6 Year Forecast (2023-2028)

Real Estate Excise Tax Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	2,071,018	4,164,695	5,472,708	7,350,494	9,228,280	10,821,957	7,461,508	5,178,458
Revenue	2,093,677	2,195,121	1,877,786	1,877,786	2,093,677	2,135,551	2,178,262	2,221,827
Expenditures	-	887,108	-	-	500,000	5,496,000	4,461,311	7,178,103
Ending Fund Balance	4,164,695	5,472,708	7,350,494	9,228,280	10,821,957	7,461,508	5,178,458	222,182



- Funding: State levied real estate excise tax (REET) upon all sales of real estate.
- Revenue used to fund Capital Projects

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
314	Real Estate Excise Tax Expenditures				
314	314-014-597-00-00-05	Oper T-fer to Debt Svc-800 MHz	\$ 20,640	\$ -	\$ -
314	314-014-597-00-00-06	Operating Transfer to Parks	\$ 968,108	\$ -	\$ 3,041,500
314	314-014-597-00-00-07	Oper Transfer to Road Improv	\$ 3,417,816	\$ 127,184	\$ -
314	314-014-597-00-00-08	Oper Transfer to CIP Fund	\$ 245,076	\$ 559,924	\$ -
314	314-014-597-00-00-10	Oper Trans- to Parks DRCC	\$ -	\$ 200,000	\$ -
314	Real Estate Excise Tax Expenditures Total		\$ 4,651,640	\$ 887,108	\$ 3,041,500



# Capital Improvement Fund – 6 Year Forecast (2023-2028)

Capital Improvement Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	5,592,710	2,180,794	2,690,687	2,164,816	1,953,689	1,888,689	1,618,689	(0)
Revenue	3,835	614,709	20,147	20,147	-	-	461,311	1,732,662
Expenditures	3,415,751	104,816	546,018	231,274	65,000	270,000	2,080,000	2,250,000
Ending Fund Balance	2,180,794	2,690,687	2,164,816	1,953,689	1,888,689	1,618,689	(0)	(517,338)



- Funding: Transfers & Interest
- Capital projects of \$25,000+ with an expected life of 5+ years are funded here

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
316	Capital Improvement Expenditures				
316	316-316-594-18-11-00	Salaries & Wages	\$ 158,679	\$ 174,277	\$ 235,123
316	316-316-594-18-21-01	MEBT/Medicare	\$ 11,603	\$ 13,331	\$ 18,050
316	316-316-594-18-21-02	Retirement	\$ 20,466	\$ 17,936	\$ 14,085
316	316-316-594-18-21-03	Health Benefits	\$ 17,882	\$ 20,341	\$ 31,070
316	316-316-594-18-21-04	Worker's Comp	\$ 2,806	\$ 4,361	\$ 3,964
316	316-316-594-18-21-05	Unemployment Comp/FMLP	\$ (23)	\$ -	\$ -
316	316-316-594-18-62-03	CHN HVAC	\$ 383	\$ 200,000	\$ -
316	316-316-594-18-62-04	CHN Roof & Seismic Retrofit	\$ 91	\$ 675,000	\$ -
316	316-316-594-18-62-07	ADA Upgrades CH & Library	\$ -	\$ 40,000	\$ -
316	316-316-594-18-62-08	Library Floor Restoration	\$ -	\$ 80,000	\$ -
316	316-316-594-18-62-09	Police Station Radio Reception Improvement (FA00001)	\$ -	\$ 80,000	\$ 80,000
316	316-316-594-18-62-10	Entryway ADA Upgrades for City Hall and the Library and Library Floo	\$ -	\$ -	\$ 200,000
316	316-316-594-18-62-11	City Hall North HVAC Replacement (FA00005)	\$ -	\$ -	\$ 75,000
316	316-316-594-25-64-01	Emergency Op Center 19-BLDG-03	\$ 21,236	\$ -	\$ -
316	316-316-594-48-60-00	PW ShopValue Engineering Study	\$ 1,450	\$ 50,000	\$ -
316	316-316-594-58-63-01	Gateway and Presence Improvemt	\$ -	\$ 133,000	\$ -
316	316-316-597-01-00-00	Transfer to Surface Water(401)	\$ -	\$ 3,322,000	\$ -
316		Capital Improvement Expenditures Total	\$ 234,572	\$ 4,810,246	\$ 657,292

## Parks & Open Space Capital Improvement Fund – 6 Year Forecast (2023-2028)

Parks & Open Space Capital Improvement Fund								
Beginning Fund Balance	772,054	819,150	840,482	412,854	395,226	304,726	136,926	143,926
Revenue	75,557	84,983	245,572	57,372	7,500	7,200	7,000	732,000
Expenditures	28,461	63,651	673,200	75,000	98,000	175,000	-	825,000
Ending Fund Balance	819,150	840,482	412,854	395,226	304,726	136,926	143,926	50,926



- Revenues are Mitigation Fees, Grants, and REET Transfers
- Capital projects associated with parks
- No city labor in this fund

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
317	Parks & Open Space CIP Expenditures				
317	317-317-594-76-11-00	Salaries & Wages	\$ 13,735	\$ -	\$ -
317	317-317-594-76-21-01	MEBT/Medicare	\$ 1,436	\$ -	\$ -
317	317-317-594-76-21-02	Retirement	\$ 1,223	\$ -	\$ -
317	317-317-594-76-21-03	Health Benefits	\$ 214	\$ -	\$ -
317	317-317-594-76-21-04	Worker's Comp	\$ 71	\$ -	\$ -
317	317-317-594-76-21-05	Unemployment Comp/FMLP	\$ 25	\$ -	\$ -
317	317-317-594-76-63-00	MC Park Land Acquisition	\$ 2,107,649	\$ -	\$ -
317	317-317-594-76-63-18	Exploration Park	\$ 1,188,472	\$ (7,778)	\$ -
317	317-317-594-76-63-29	Cougar Park Phase 2	\$ -	\$ -	\$ -
317	317-317-594-76-63-32	Highland Park Play Structure	\$ -	\$ -	\$ -
317	317-317-594-76-63-36	MCSP Turf & Light	\$ 951,074	\$ -	\$ -
317	317-317-594-76-63-37	Heron Park Upgrades	\$ 366,841	\$ -	\$ -
317	317-317-594-76-63-38	Silver Crest Park Rehabilitation	\$ -	\$ 350,000	\$ -
317	317-317-594-76-63-39	Pine Meadow Park Restroom Roof Replacement	\$ -	\$ 50,000	\$ 135,000
317	317-317-594-76-63-40	Trail Preservation Program	\$ -	\$ 45,000	\$ -
317	317-317-594-76-63-41	North Creek Trail Study	\$ -	\$ 75,000	\$ -
317	317-317-594-76-63-42	Dobson/Remillard/Church/Cook (DRCC) Master Plan	\$ -	\$ 240,000	\$ -
317	317-317-594-76-63-43	Sno County Grant 19-PARK-03	\$ -	\$ 300,000	\$ -
317	317-317-594-76-63-44	Citywide Parks and Open Space (PROS) Plan	\$ -	\$ -	\$ 75,000
317	317-317-597-00-00-00	Transfers Out	\$ -	\$ -	\$ -
317	Parks & Open Space CIP Expenditures Total		\$ 4,630,740	\$ 1,052,222	\$ 210,000

# Road Improvement Fund – 6 Year Forecast (2023-2028)

Road Improvement Fund	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Fund Balance	7,037,785	7,140,382	7,054,307	6,446,933	4,050,059	277,059	277,059	24,059
Revenue	295,623	285,115	147,626	347,626	500,000	5,496,000	4,000,000	4,720,441
Expenditures	193,026	371,189	755,000	2,744,500	4,273,000	5,496,000	4,253,000	4,927,500
Ending Fund Balance	7,140,382	7,054,307	6,446,933	4,050,059	277,059	277,059	24,059	(183,000)



- Revenues are Mitigation Fees, Grants, and REET Transfers
- Capital projects this time associated with streets and our transportation system
- No city labor in this fund

General Ledger  
Budget Detail Comparisons

			2019-20	2021-22	2023-24
FUND	Account Number	Description	Actual	Projected Actual	Adopted Budget
318	Road Improvement CIP Expenditures				
318	318-318-595-20-63-51	EGUV Spine Rd Conn 19-ROAD-15	\$ 27,501	\$ 574,993	\$ -
318	318-318-595-30-11-00	Salaries & Wages	\$ 5,849	\$ -	\$ -
318	318-318-595-30-21-01	MEBT/Medicare	\$ 614	\$ -	\$ -
318	318-318-595-30-21-02	Retirement	\$ 549	\$ -	\$ -
318	318-318-595-30-21-03	Health Benefits	\$ 88	\$ -	\$ -
318	318-318-595-30-21-04	Worker's Comp	\$ 25	\$ -	\$ -
318	318-318-595-30-21-05	Unemployment Comp/FMLP	\$ 13	\$ -	\$ -
318	318-318-595-30-63-54	35th Ave Recon 17-ROAD-02	\$ 2,072,946	\$ -	\$ -
318	318-318-595-30-63-60	Seattle Hill Road Widening	\$ 100,000	\$ -	\$ -
318	318-318-595-30-63-62	Seattle Hill Rd Pres 18-PAVE03	\$ 1,452,977	\$ 66,358	\$ -
318	318-318-595-30-63-63	35th Ave SE New Crosswalk (NM00002)	\$ -	\$ -	\$ 194,000
318	318-318-595-30-63-64	132nd Mid-block Cross 19-PW-02	\$ 302	\$ -	\$ -
318	318-318-595-30-63-65	Street Pave Marking 19-PW-03	\$ 260,132	\$ 200,000	\$ -
318	318-318-595-30-63-66	DOC Grant-Mill Crk Blvd Cordor	\$ 133,219	\$ 181,654	\$ -
318	318-318-595-30-63-67	Concrete Sidewalk Rep 19-PW-05	\$ -	\$ 200,000	\$ -
318	318-318-595-30-63-68	Pavement Pres and Reh 19-PW-06	\$ 26,108	\$ 1,575,000	\$ -
318	318-318-595-30-63-71	Revised Crosswalk Upgrade	\$ -	\$ 120,000	\$ -
318	318-318-595-30-63-72	Citywide Safe Routes to Schools Assessment Study (NM00007)	\$ -	\$ -	\$ 40,000
318	318-318-595-30-63-73	2023-2024 Overlay	\$ -	\$ -	\$ 1,420,000
318	318-318-595-30-63-74	2023-2024 Slurry Seal Microsurfacing	\$ -	\$ -	\$ 510,000
318	318-318-595-30-63-75	2023 Street Concrete ADA Improvements	\$ -	\$ -	\$ 150,000
318	318-318-595-30-63-76	2024-2025 Street Concrete ADA Improvements	\$ -	\$ -	\$ 156,000
318	318-318-595-30-63-77	Mill Creek Blvd Overlay and Rehabilitation	\$ -	\$ -	\$ 250,000
318	318-318-595-30-63-78	Citywide ROW ADA Transition Plan Update ST00002	\$ -	\$ -	\$ 140,000
318	318-318-595-30-63-79	Citywide Comprehensive Safety Action Plan ST00003	\$ -	\$ -	\$ 230,000
318	318-318-595-30-63-80	2023 Citywide Traffic Counts/Speed Study ST00004	\$ -	\$ -	\$ 15,000
318	318-318-595-30-63-81	Citywide Right-of-Way Asset Mapping Update ST00014	\$ -	\$ -	\$ 71,500
318	318-318-595-30-63-82	Citywide Bridge Inspection Project ST00017	\$ -	\$ -	\$ 6,000
318	318-318-595-30-63-83	164th St SE Signal Improvements ST00015	\$ -	\$ -	\$ 14,000
318	318-318-595-30-63-84	Mill Creek Elementary/Heatherwood School Crosswalk Improvements N	\$ -	\$ -	\$ 120,000
318	318-318-595-50-63-60	Bridges Monitoring 19-PW-07	\$ -	\$ 300,000	\$ -
318	318-318-595-64-63-41	Traffic Signal 17-ROAD-03	\$ -	\$ 14,000	\$ -
318	318-318-595-69-63-52	Traf Safety & Calming 19-PW-08	\$ -	\$ 75,000	\$ -
318	Road Improvement CIP Expenditures Total		\$ 4,080,322	\$ 3,307,005	\$ 3,316,500



## DEPARTMENTAL EXPENDITURES

# **LEGISLATIVE DEPARTMENT**

## **DEPARTMENT DESCRIPTION**

The City of Mill Creek operates as a Council-Manager form of government. The City Council consists of seven officials, each elected to four-year terms. The terms are staggered and expire at the end of odd-numbered years. Individual Councilmembers do not have governing power as individuals, but only when meeting as a Council, when a quorum (4 or more) is present. Every two years, the City Council elects a Mayor from its members to serve as the Chair of the Council.

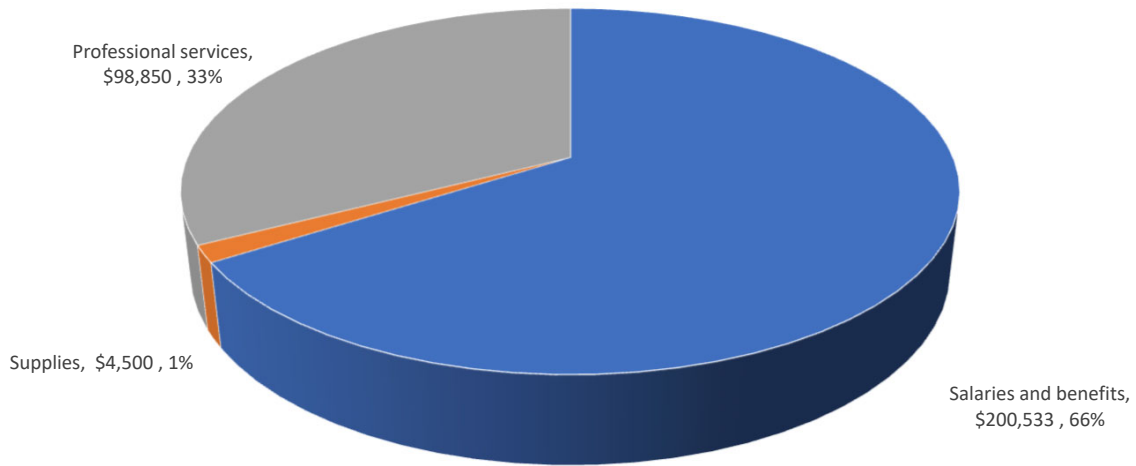
Under the Council-Manager form of government, the City Council establishes legislative policy and budgetary authority. The City Manager serves as the Chief Executive Officer of the City and prepares the proposed budget for Council consideration, administers code and legislative policy, establishes administrative policy, handles complaints, and appoints and removes City employees.

The City Council enacts laws and policies through the adoption of ordinances and resolutions. Through these legislative actions the Council establishes priorities for the City Manager and develops objectives designed to fulfill the City's vision and mission.

The City Council meets regularly on the first, second and fourth Tuesdays of the month.



### 2023-2024 Legislative Expenditure Budget



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 94,327	\$ 96,564	\$ 200,533
Supplies	\$ 8,145	\$ 5,777	\$ 4,500
Professional services	\$ 77,782	\$ 55,890	\$ 98,850
<b>TOTAL</b>	<b>\$180,254</b>	<b>\$158,231</b>	<b>\$303,883</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>General Fund - Expenses</b>				
<b>001</b>	<b>001</b>	<b>Legislative</b>			
001	001-001-511-60-11-00	Salaries & Wages	\$ 87,300	\$ 88,800	\$ 182,400
001	001-001-511-60-21-01	MEBT/Medicare	\$ 6,680	\$ 7,360	\$ 14,002
001	001-001-511-60-21-04	Worker's Compensation	\$ 347	\$ 404	\$ 4,130
001	001-001-511-60-31-00	Office Supplies	\$ 8,145	\$ 5,777	\$ 4,500
001	001-001-511-60-41-01	Professional Services	\$ 20,369	\$ 24,180	\$ 87,000
001	001-001-511-60-41-02	Professional Services-Legal	\$ 42,681	\$ -	\$ -
001	001-001-511-60-44-00	Advertising	\$ 1,692	\$ 1,494	\$ 1,700
001	001-001-511-60-49-01	Conferences	\$ 12,839	\$ 9,759	\$ 9,750
001	001-001-511-60-49-03	Memberships and Dues	\$ 200	\$ 400	\$ 400
<b>001</b>	<b>001</b>	<b>Legislative</b>	<b>\$ 180,253</b>	<b>\$ 138,174</b>	<b>\$ 303,883</b>

# **CITY MANAGER’S OFFICE**

## **DEPARTMENT DESCRIPTION**

The City Manager, who serves as the City’s Chief Executive Officer, is appointed by the City Council to manage the administrative affairs of the City through professional leadership and management practices. The City Manager:

- Provides management direction for all City departments and activities in accordance with City Council policies and direction;
- Makes policy recommendations to the City Council;
- Ensures appropriate execution of policies, laws and regulations;
- Develops the City’s biennial budget for Council review and approval; and
- Represents the City within the community and at the regional, state, and federal levels to advance Mill Creek’s priorities and interests.

The City Manager heads the Executive Department, which includes five divisions: City Manager’s Office, City Clerk, Human Resources, Information Technology and Legal (City Attorney).

## **CITY MANAGER'S OFFICE**

The City Manager prepares and submits the budget proposal for the fiscal period to the Council and oversees administration of budget upon adoption by City Council.

The Manager handles issues affecting the City with the proper local and state legislative officials to enhance the position of the City. Further, the City Manager directs and evaluates the development and implementation of City goals, strategies, policies, and programs.

This role is responsible for overseeing day-to-day operational activities of all City departments to carry out policies and meet organizational goals. This includes direct supervision and leadership for members of the City's management team, enabling them to effect actions which carry out policies set forth by the City Council.

The City Manager reports regularly to the City Council on the status of City operations and programs, financial condition, and future needs of the City. To do this, the City Manager attends meetings of the City Council and other boards and commissions as necessary; and facilitates supportive and positive working relationships between Council members, boards, commissions, and City staff.

The City Manager oversees the preparation of City Council agendas, materials, and coordinates regular Council meetings.

Further, the City Manager meets with various public and private officials, organizations, community groups, and others to resolve issues and, as necessary, present policy issues to the City Council for decision and direction.

## CITY CLERK

The City Clerk is responsible for Legislative support to the City Council, including preparing agenda packets and minutes for City Council meetings and fulfilling the statutory requirements of the position of City Clerk; maintaining the City's central filing and records management system; coordination of contract execution and processing; oversees Board and Commission activities and recruitments; codifying and maintaining the municipal code; acts as the City's Public Records Officer, including managing the Public Disclosure/Records Coordination Team; and serves as Executive Assistant to the City Manager. Other duties include processing special event permits; update and maintain the Council Planning Schedule; elections liaison to Snohomish County; manage the City's agenda management software iCompass, citizen request management system GovQA, including training staff; coordinate VIP attendance for City and Community events. The goal of the Clerk's office is to provide and share information with City Administration, City Council and Mill Creek citizens to promote transparency in government.

As the **Public Records Officer** for the City, the Clerk advises and trains departments and staff on the management of City records, provides research assistance to City staff, facilitates public records requests, provides customer service to the community, and manages the Public Disclosure Coordination Team (PDCT). Work in the 2023-2024 Budget includes:

- Implement a public record tracking and response solution that complies with JLARC mandated tracking and reporting requirements.
- Create Public Records Act (PRA) & Open Public Meeting Act (OPMA) training materials and incorporate into the onboarding process.
- Re-establish the PDCT on a regular basis and develop streamlined processes that enhance workflows and production of records.

- Continue to update and manage the City Public Portal and website that details disclosure requirements, fee schedules, trending topics, and provides transparency while creating a positive customer experience.
- Continue to provide customer response and records in accordance with applicable laws.

## **HUMAN RESOURCES**

Human Resources is responsible for providing policy recommendations to the City Manager and Deputy City Manager on labor and employment matters. This division provides support and guidance to department directors, managers and supervisors regarding personnel policies and procedures, conflict resolution, disciplinary actions, and other personnel matters.

Responsibilities include providing leadership in developing, implementing, and managing the services, activities and policies of the human resources function for the organization and managing daily operations. Provide guidance to City leadership regarding strategic direction of the City's human resources function.

- Provide HR leadership for the City and strategically focus the HR function to support the organization's goals and priorities.
- Provide consultation, support and guidance to department directors, managers and supervisors regarding personnel policies and procedures, conflict resolution, training, disciplinary actions, and other sensitive personnel issues.
- Administer HR programs and daily operations. Initiate program and process development and improvement efforts to increase management effectiveness and employee engagement.
- Oversee and administer the recruitment, selection, and hiring of employees, including Civil Service. Provide leadership, direction, and support to City departments to attract, retain and develop quality candidates and employees.
- Provide oversight, consultation and recommendations related to organization-wide personnel programs such as employee benefits, rewards and recognition, and health and safety programs.
- Oversee & develop HRIS development, maintenance and related HR file maintenance, retention and archival based on state records retention schedules. Maintain printed, published, and electronic HR information, including recruitment and Civil Service records, job descriptions, compensation analysis, etc.

- Participate on the City's collective bargaining team during labor negotiations with unions; ensure appropriate record keeping, interpret and administer labor agreements, and assist with grievance resolution.
- Civil Service Commission Secretary and Chief Examiner and Law Enforcement Officers and Fire Fighters Board (LEOFF) Secretary.
- Conduct employee disciplinary meetings, terminations, and investigations.
- Administer and maintain the employee classification and compensation plan; perform classification analysis; recommend position assignments to appropriate salary ranges.
- Ensure compliance with federal and state labor and employment laws including but not limited to those governing wages, leave and accommodation, workers' compensation, health, and safety; and assist with administering policies and practices in compliance with these laws.
- Track and maintain organizational training documentation, including safety training and recordkeeping required by law. Work with supervisors to maintain currency of staff training, licensure, and certification. Provide and/or document required HR training.
- Maintain appropriate confidentiality of work-related issues, including but not limited to customer, employee and City information and records.



## **INFORMATION TECHNOLOGY**

The Information Technology division is responsible for the strategic development and professional management of the City's information technology infrastructure and related systems. The division maintains the integrity, security and performance of all information technology systems used in every aspect of City business. This includes maintaining more than 30 servers and network appliances, 86 workstations and laptops, 16 printers, 66 phones, and 70 cell phones, as well as other mobile devices.

## **COMMUNICATIONS AND MARKETING DEPARTMENT**

The Communications and Marketing department focuses on engaging the Mill Creek community through communications and outreach, marketing, recreation, events, and new in 2023 the volunteer program.

The Communications and Marketing Department has had 2.0 FTEs since July 2021.

### **Communications & Marketing**

Creates awareness and understanding of the City's places, programs, and people with internal and external audiences including media outreach, and social media channels. Ensures consistent branding and messaging across all platforms. Focuses on the design, creation, and management of various forms of print and digital marketing collateral to engage with community members. Cultivates sponsorships with various community partners and stakeholders.

### **Recreation**

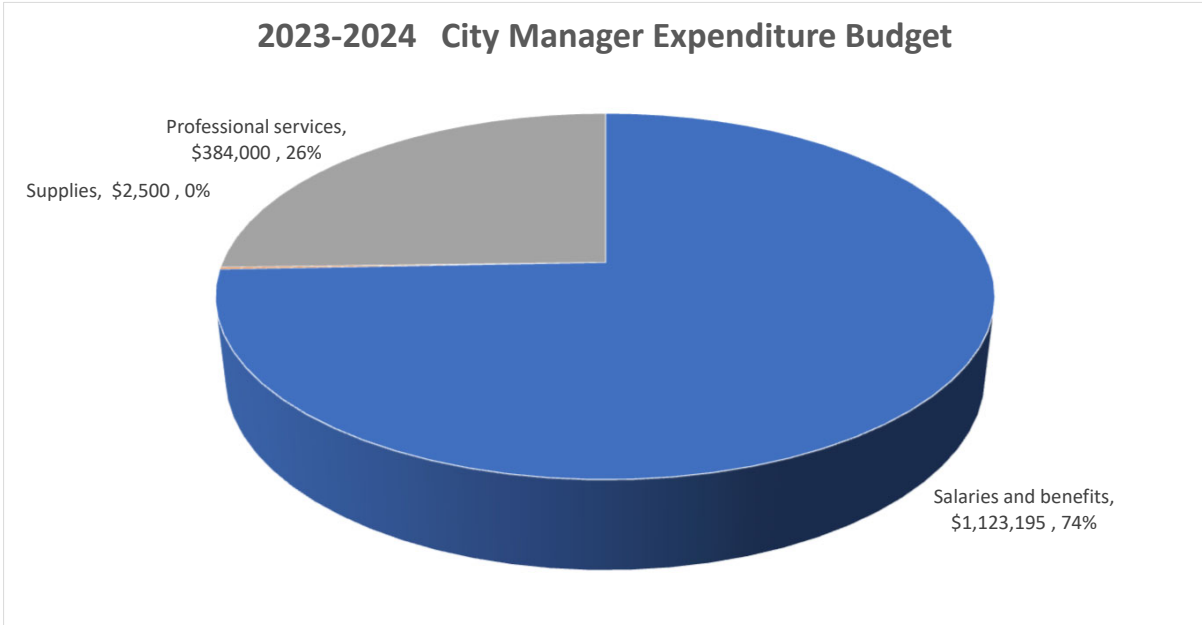
Develops, plans and implements programs for all ages, including sports leagues, camps and workshops at City Hall, public parks and other venues. Works with community partners to identify and deliver recreational programming. Manages facility meeting and party rentals for City Hall North.

### **Events**

Responsible for programs and events which create community engagement opportunities for Mill Creek and surrounding neighborhoods. This includes the planning and management of vendors, volunteers, and organizations.

### **Volunteer Programs**

Due to COVID and staffing changes many volunteer programs were eliminated except for the Mill Creek Youth Advisory Board. New in 2023 the City has added a (volunteer) Volunteer Coordinator to organize, facilitate, and encourage volunteerism in Mill Creek.

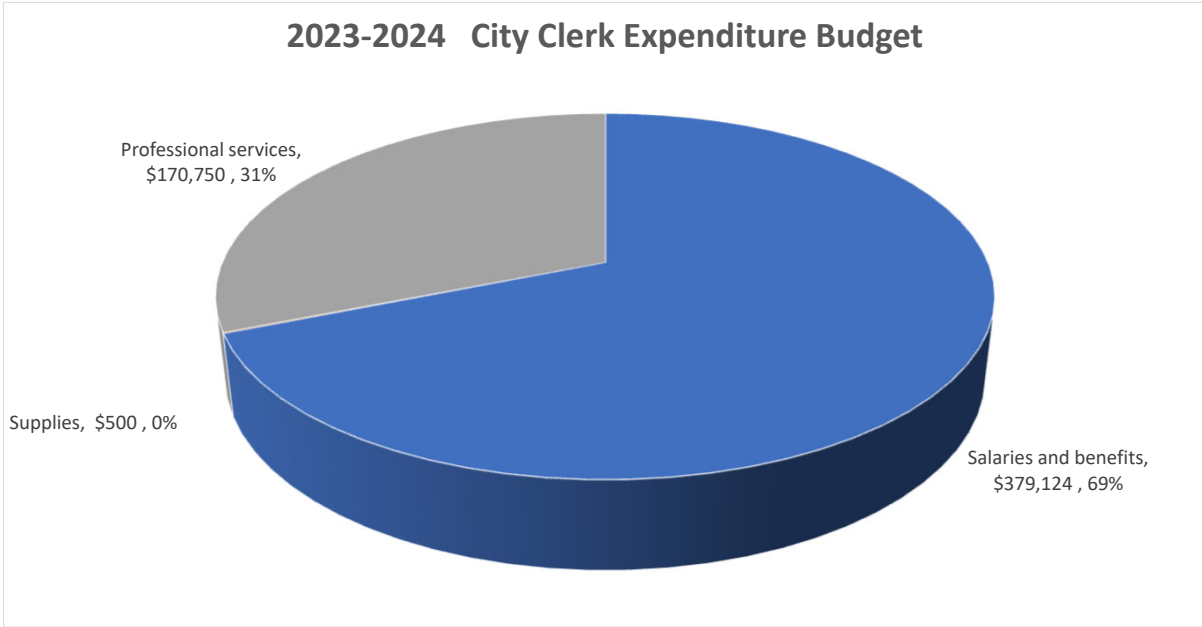


Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 647,673	\$ 1,146,410	\$ 1,123,195
Supplies	\$ 2,512	\$ 2,970	\$ 2,500
Professional services	\$ 1,979,594	\$ 1,113,907	\$ 384,000
<b>TOTAL</b>	<b>\$2,629,779</b>	<b>\$2,263,287</b>	<b>\$1,509,695</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>002</b>	<b>City Manager</b>			
001	001-002-513-10-11-00	Salaries & Wages	\$ 499,398	\$ 849,025	\$ 902,241
001	001-002-513-10-11-11	Salaries - Indirect Cost Alloc	\$ (11,165)	\$ -	\$ -
001	001-002-513-10-12-00	Overtime	\$ 9,940	\$ 22,979	\$ -
001	001-002-513-10-21-01	MEBT/Medicare	\$ 34,269	\$ 64,155	\$ 69,263
001	001-002-513-10-21-02	Retirement	\$ 61,374	\$ 86,454	\$ 90,253
001	001-002-513-10-21-03	Health Benefits	\$ 56,631	\$ 103,118	\$ 59,963
001	001-002-513-10-21-04	Worker's Compensation	\$ 1,446	\$ 2,895	\$ 1,475
001	001-002-513-10-21-11	Benefits - Indirect Cost Alloc	\$ (4,220)	\$ -	\$ -
001	001-002-513-10-31-00	Office Supplies	\$ 2,178	\$ 2,970	\$ 2,500
001	001-002-513-10-41-01	Professional Services	\$ 204,394	\$ 30,000	\$ -
001	001-002-513-10-41-02	Professional Services-Legal	\$ 1,774,573	\$ -	\$ 10,000
001	001-002-513-10-45-00	Equipment Replacement Funding	\$ 3,522	\$ 4,502	\$ -
001	001-002-513-10-49-01	Conferences and Training	\$ 367	\$ 16,661	\$ 10,000
001	001-002-513-10-49-04	Memberships and Dues	\$ 260	\$ 3,100	\$ 4,000
001	001-002-513-10-49-09	Media/Community Relations	\$ -	\$ 30,000	\$ -
001	001-002-515-41-41-00	Legal Services - Advice	\$ -	\$ 403,139	\$ -
001	001-002-515-45-41-00	Legal Svcs-Claims & Litigation	\$ -	\$ -	\$ 360,000
001	001-002-518-90-30-00	Employee Recognition/Wellness	\$ 334	\$ -	\$ -
<b>001</b>	<b>002</b>	<b>City Manager</b>	<b>\$ 2,633,300</b>	<b>\$ 1,618,999</b>	<b>\$ 1,509,695</b>



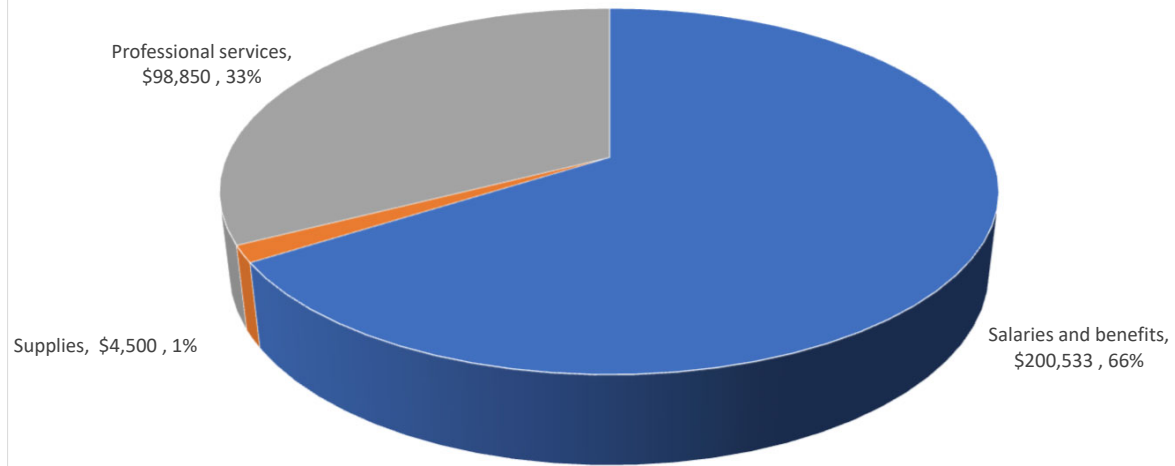
Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 213,879	\$ 257,837	\$ 379,124
Supplies	\$ 160	\$ 39	\$ 500
Professional services	\$ 24,323	\$ 14,145	\$ 170,750
<b>TOTAL</b>	<b>\$238,362</b>	<b>\$272,021</b>	<b>\$550,374</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>007</b>	<b>City Clerk</b>			
001	001-007-514-21-11-00	Salaries & Wages	\$ 156,255	\$ 186,551	\$ 305,046
001	001-007-514-21-21-01	MEBT/Medicare	\$ 7,834	\$ 10,842	\$ 23,418
001	001-007-514-21-21-02	Retirement	\$ 21,103	\$ 14,527	\$ 31,060
001	001-007-514-21-21-03	Health Benefits	\$ 27,954	\$ 28,859	\$ 42,134
001	001-007-514-21-21-04	Worker's Compensation	\$ 734	\$ 631	\$ 885
001	001-007-514-21-31-00	Supplies - Office	\$ 160	\$ 100	\$ 500
001	001-007-514-21-41-01	Professional Services	\$ 180	\$ 100	\$ 200
001	001-007-514-21-41-02	Professional Services-Legal	\$ 20,162	\$ -	\$ -
001	001-007-514-21-49-01	Conferences and Training	\$ 3,325	\$ 5,800	\$ 15,000
001	001-007-514-21-49-04	Memberships and Dues	\$ 655	\$ 150	\$ 550
001	001-007-515-41-41-00	Legal Services - Advice	\$ -	\$ 307,533	\$ 155,000
<b>001</b>	<b>007</b>	<b>City Clerk</b>	<b>\$ 238,362</b>	<b>\$ 555,092</b>	<b>\$ 573,792</b>

### 2023-2024 Human Resources Expenditure Budget



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 94,327	\$ 96,564	\$ 200,533
Supplies	\$ 8,145	\$ 5,777	\$ 4,500
Professional services	\$ 77,782	\$ 55,890	\$ 98,850
<b>TOTAL</b>	<b>\$180,254</b>	<b>\$158,231</b>	<b>\$303,883</b>

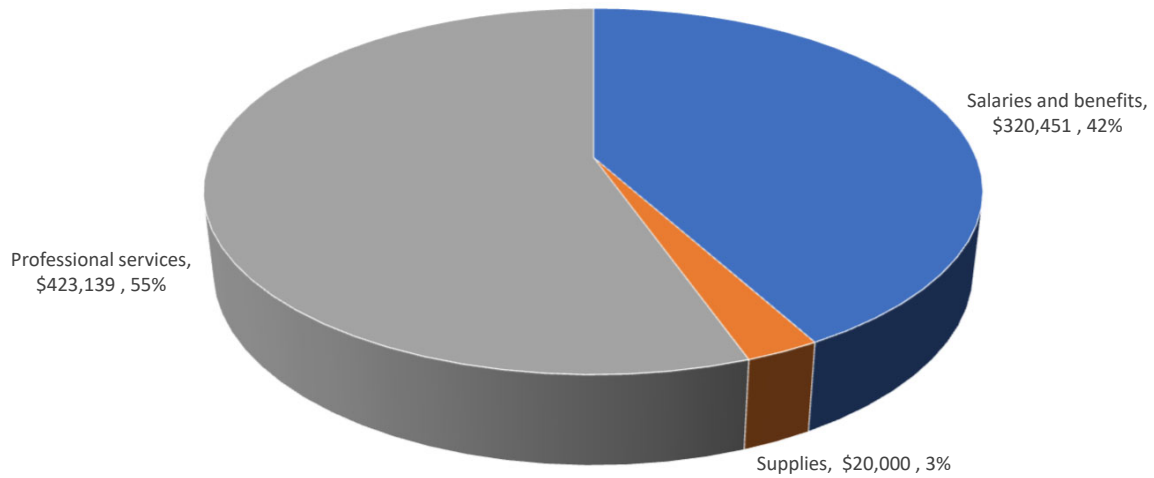
# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>006</b>	<b>Human Resources</b>			
001	001-006-515-41-41-00	Legal Services - Advice	\$ -	\$ 1,130,000	\$ 520,000
001	001-006-518-10-11-00	Salaries & Wages	\$ 95,646	\$ -	\$ 275,641
001	001-006-518-10-21-01	MEBT/Medicare	\$ 6,327	\$ -	\$ 21,160
001	001-006-518-10-21-02	Retirement	\$ 11,935	\$ -	\$ 27,655
001	001-006-518-10-21-03	Health Benefits	\$ 12,290	\$ -	\$ 20,797
001	001-006-518-10-21-04	Worker's Compensation	\$ 363	\$ -	\$ 590
001	001-006-518-10-31-00	Office Supplies	\$ 224	\$ -	\$ 400
001	001-006-518-10-31-01	Employee Recognition/Wellness	\$ 2,976	\$ 1,200	\$ 12,000
001	001-006-518-10-41-01	Professional Services	\$ 2,758	\$ 92,870	\$ 72,000
001	001-006-518-10-41-02	Professional Services-Legal	\$ 29,280	\$ -	\$ -
001	001-006-518-10-49-01	Conferences and Training	\$ 3,310	\$ -	\$ 6,000
001	001-006-518-10-49-04	Memberships and Dues	\$ 189	\$ -	\$ 500
<b>001</b>	<b>006</b>	<b>Human Resources</b>	<b>\$ 165,298</b>	<b>\$ 1,224,070</b>	<b>\$ 956,742</b>



### 2023-2024 Information Technology Expenditure Budget



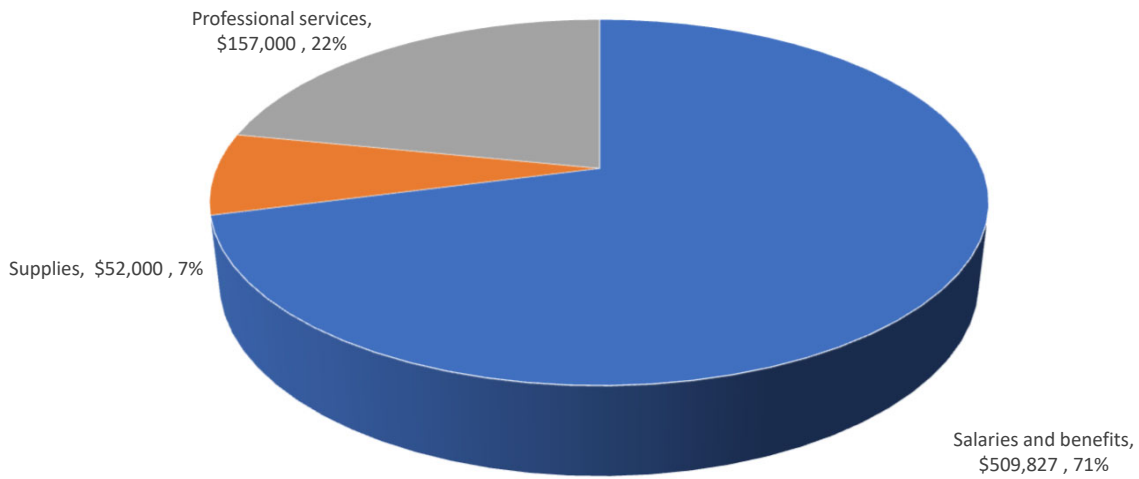
Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 217,535	\$ 274,422	\$ 320,451
Supplies	\$ 67,389	\$ 47,023	\$ 20,000
Professional services	\$ 631,779	\$ 481,869	\$ 423,139
<b>TOTAL</b>	<b>\$916,703</b>	<b>\$803,314</b>	<b>\$763,590</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>005</b>	<b>Information Technology</b>			
001	001-005-515-41-41-00	Legal Services - Advice	\$ -	\$ 2,349	\$ -
001	001-005-518-80-11-00	Salaries & Wages	\$ 154,992	\$ 228,979	\$ 253,846
001	001-005-518-80-11-11	Salaries - Indirect Cost Alloc	\$ (1,052)	\$ -	\$ -
001	001-005-518-80-21-01	MEBT/Medicare	\$ 11,787	\$ 17,510	\$ 19,487
001	001-005-518-80-21-02	Retirement	\$ 19,085	\$ 25,006	\$ 25,731
001	001-005-518-80-21-03	Health Benefits	\$ 32,852	\$ 19,033	\$ 20,797
001	001-005-518-80-21-04	Worker's Compensation	\$ 330	\$ 878	\$ 590
001	001-005-518-80-21-11	Benefits - Indirect Cost Alloc	\$ (459)	\$ -	\$ -
001	001-005-518-80-31-01	Office Supplies	\$ 426	\$ 5,000	\$ -
001	001-005-518-80-31-02	Operating Supplies	\$ 66,962	\$ 8,000	\$ 20,000
001	001-005-518-80-40-00	Software Licenses	\$ 347,323	\$ 362,000	\$ 267,566
001	001-005-518-80-41-01	Consulting Services	\$ 108,109	\$ 9,000	\$ 7,207
001	001-005-518-80-41-02	Professional Services-Legal	\$ 168	\$ -	\$ -
001	001-005-518-80-41-99	COVID-19	\$ 25,787	\$ -	\$ -
001	001-005-518-80-42-01	Web Hosting	\$ 4,854	\$ 5,000	\$ 9,550
001	001-005-518-80-45-00	Equipment Replacement Funding	\$ 3,914	\$ 2,001	\$ 58,800
001	001-005-518-80-49-01	Conferences and Training	\$ 2,560	\$ 1,000	\$ 3,000
001	001-005-518-80-49-02	Dues and Subscriptions	\$ 1,910	\$ 1,015	\$ 150
001	001-005-518-90-42-00	Telecommunications	\$ 119,582	\$ 140,000	\$ 120,000
001	001-005-518-90-42-09	Telecommunications-COVID-19	\$ 236	\$ -	\$ -
001	001-005-518-90-48-01	Repairs & Maintenance	\$ 21,590	\$ 65,000	\$ 15,666
001	001-005-532-00-42-00	X - Telecommunications	\$ (338)	\$ -	\$ -
<b>001</b>	<b>005</b>	<b>Information Technology</b>	<b>\$ 920,615</b>	<b>\$ 891,770</b>	<b>\$ 822,390</b>

### 2023-2024 Communications & Marketing Expenditure Budget

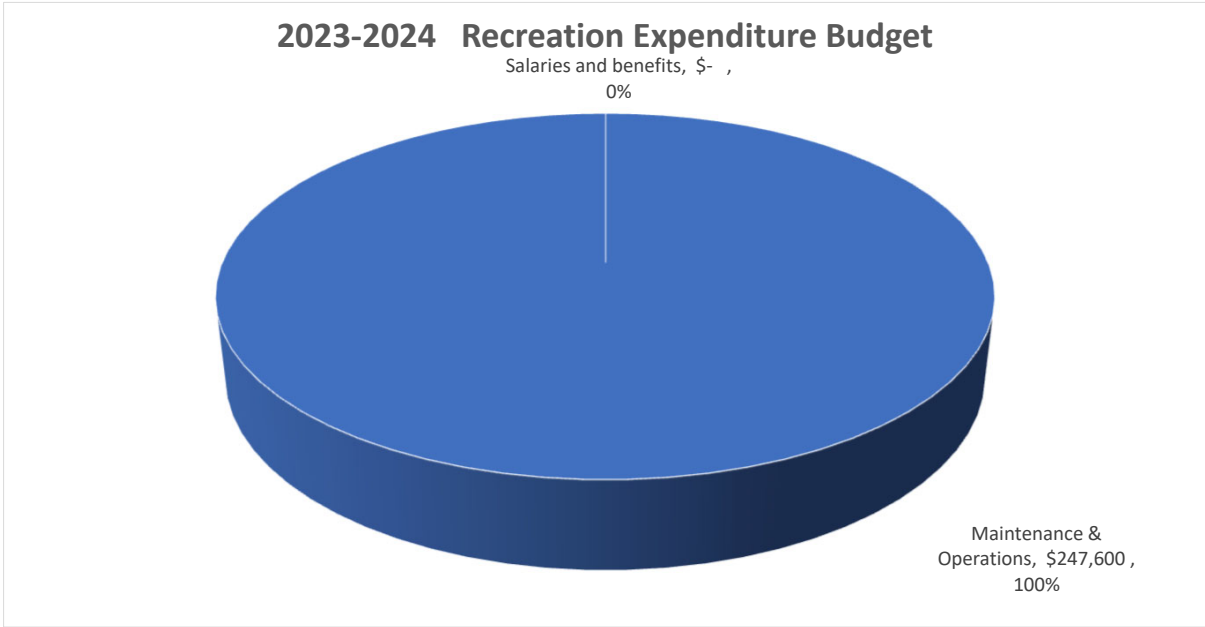


Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 479,606	\$ 405,614	\$ 509,827
Supplies	\$ 912,777	\$ 32,398	\$ 52,000
Professional services	\$ 194,152	\$ 188,142	\$ 157,000
<b>TOTAL</b>	<b>\$1,586,535</b>	<b>\$626,154</b>	<b>\$718,827</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>004</b>	<b>Communication and Marketing</b>			
001	001-004-515-41-41-00	Legal Services - Advice	\$ -	\$ -	\$ 4,000
001	001-004-557-30-31-00	Supplies - Special Events/Swag	\$ 9,605	\$ 10,000	\$ 26,000
001	001-004-557-30-31-06	Supplies - Farmers Market	\$ 1,875	\$ 2,000	\$ -
001	001-004-557-30-40-00	Professional Svc - Farmers Mkt	\$ 6,329	\$ 6,500	\$ -
001	001-004-557-30-41-01	Prof Service-SpecEvent/Tourism	\$ 31,473	\$ 15,000	\$ -
001	001-004-573-90-11-00	Salaries & Wages	\$ 333,746	\$ 247,777	\$ 353,843
001	001-004-573-90-12-00	Overtime	\$ 5,231	\$ 16,793	\$ -
001	001-004-573-90-21-01	MEBT/Medicare	\$ 25,662	\$ 20,196	\$ 27,164
001	001-004-573-90-21-02	Retirement	\$ 41,825	\$ 27,813	\$ 35,147
001	001-004-573-90-21-03	Health Benefits	\$ 72,058	\$ 71,303	\$ 92,492
001	001-004-573-90-21-04	Worker's Compensation	\$ 1,083	\$ 1,390	\$ 1,180
001	001-004-573-90-31-00	Supplies - Office/Operating	\$ 2,430	\$ 2,500	\$ -
001	001-004-573-90-31-01	Supplies - Community Events	\$ 6,003	\$ 7,500	\$ 15,000
001	001-004-573-90-31-03	Supplies - Bus Community Mtgs	\$ 24	\$ -	\$ 4,000
001	001-004-573-90-31-99	COVID-19	\$ 890,526	\$ -	\$ -
001	001-004-573-90-41-00	Publications	\$ 130,502	\$ 105,000	\$ 60,000
001	001-004-573-90-41-01	Professional Services	\$ 500	\$ -	\$ 47,000
001	001-004-573-90-41-02	Professional Services-Legal	\$ 3,316	\$ -	\$ -
001	001-004-573-90-41-04	Photography	\$ 1,330	\$ -	\$ 6,000
001	001-004-573-90-41-05	Marketing	\$ 4,722	\$ 430	\$ 9,000
001	001-004-573-90-44-00	Advertising	\$ 13,673	\$ 8,060	\$ 13,000
001	001-004-573-90-45-00	Equipment Replacement Funding	\$ 2,441	\$ 2,502	\$ 4,000
001	001-004-573-90-49-01	Conferences and Training	\$ 996	\$ -	\$ 8,000
001	001-004-573-90-49-04	Memberships and Dues	\$ 1,310	\$ 1,000	\$ 6,000
001	001-004-573-92-31-01	Supplies -Youth Advisory Board	\$ 1,740	\$ -	\$ 6,000
001	001-004-573-92-31-02	Supplies - Volunteer Projects	\$ 574	\$ 573	\$ 1,000
<b>001</b>	<b>004</b>	<b>Communication and Marketing</b>	<b>\$ 1,588,975</b>	<b>\$ 546,338</b>	<b>\$ 718,827</b>



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 366,746	\$ 213,630	\$ -
Maintenance & Operations	\$ 254,063	\$ 34,300	\$ 247,600
TOTAL	<u>\$620,809</u>	<u>\$247,930</u>	<u>\$247,600</u>

General Ledger  
Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>019</b>	<b>Recreation</b>			
001	001-019-571-10-11-00	Salaries & Wages	\$ 238,551	\$ 147,617	\$ -
001	001-019-571-10-12-00	Overtime	\$ 2,627	\$ 8,486	\$ -
001	001-019-571-10-21-01	MEBT/Medicare	\$ 16,731	\$ 10,576	\$ -
001	001-019-571-10-21-02	Retirement	\$ 20,541	\$ 16,813	\$ -
001	001-019-571-10-21-03	Health Benefits	\$ 30,843	\$ 26,911	\$ -
001	001-019-571-10-21-04	Worker's Compensation	\$ 6,466	\$ 2,422	\$ -
001	001-019-571-10-21-11	Benefits - Indirect Cost	\$ -	\$ 806	\$ -
001	001-019-571-10-41-00	Prof Svcs - ActiveNet	\$ 4,130	\$ 14	\$ 4,000
001	001-019-571-10-49-01	Conferences and Training	\$ 1,587	\$ -	\$ 4,000
001	001-019-571-10-49-53	B&O Taxes	\$ 15,885	\$ 7,010	\$ 15,000
001	001-019-571-20-31-00	Supplies - Rec	\$ -	\$ -	\$ 4,000
001	001-019-571-20-31-01	Supplies - Preschool	\$ 1,482	\$ -	\$ 1,600
001	001-019-571-20-41-01	Prof Svc - Rec Services	\$ 129,278	\$ 26,012	\$ 156,000
001	001-019-571-20-44-00	Advertising - Rec Services	\$ 299	\$ -	\$ 60,000
001	001-019-571-20-45-02	Rent/Lease - Rec Services	\$ 685	\$ -	\$ 3,000
001	001-019-571-21-31-01	Supplies - Youth Basketball	\$ 23,395	\$ 664	\$ -
001	001-019-571-21-41-00	Prof Services - Youth BB	\$ 1,028	\$ -	\$ -
001	001-019-589-30-00-00	Sales Tax	\$ 1,063	\$ 600	\$ -
<b>001</b>	<b>019</b>	<b>Recreation</b>	<b>\$ 494,592</b>	<b>\$ 247,930</b>	<b>\$ 247,600</b>

# **FINANCE & ADMINISTRATION SERVICES**

## **DEPARTMENT DESCRIPTION**

The Department of Finance and Administration oversees the financial, payroll, personnel benefits, and customer service functions of the City.

### **Finance**

The Finance team is responsible for accounting; financial reporting; budgeting; cash and investment management; procurement; risk assessment and internal control; and grant reporting; and debt management functions. Accounting operations include accounts payable, accounts receivable, cash receipting and collection and fixed asset tracking. The team prepares and submits the City's annual financial report and coordinates with the State Auditor's Office to facilitate annual audit. Finance works with the leadership team to plan revenues and expenditures of all City funds and develop of the City's biennial budget as well as annual monitoring of the financial activities. The team is also responsible for payroll processing and reporting; configuration; and maintenance of the City's payroll system including time and attendance. The department also manages cash and investment to optimize earnings through the prudent investment of surplus cash into a diversified portfolio in accordance with City investment policy.

### **Customer Service**

The City of Mill Creek is a certified passport application acceptance facility for the U.S. Department of State. Each year, the Customer Service team assists thousands of customers to navigate U.S. passport application. They work diligently to provide a positive and inclusive experience for passport customers from all over the Snohomish County region and the surrounding areas. The team comprises of up to 9 diverse part-time Customer Service Representative (3.20 FTEs) and have skills with five languages to assist with the process.

In addition, the Customer Service team answers City Hall phones, answer general questions and provides administrative support within the City Hall South main service area.

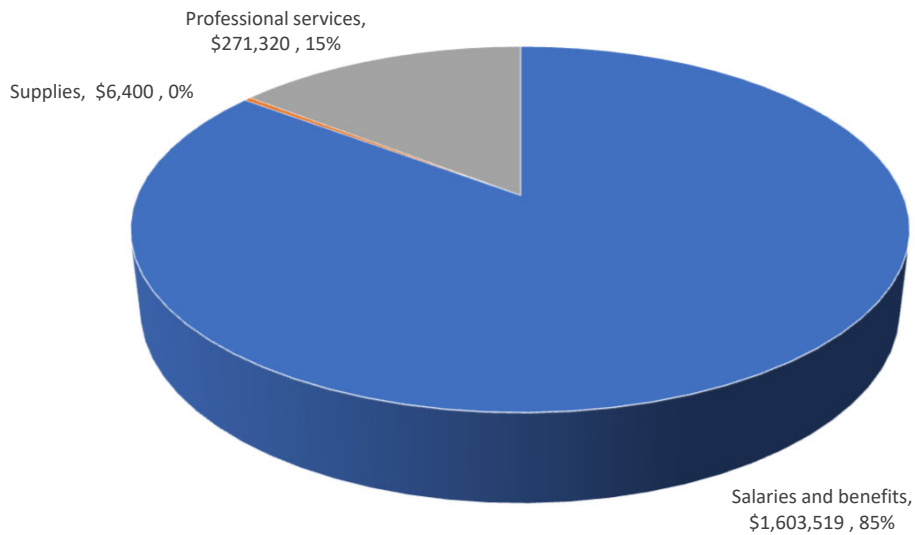
## **Non-Departmental**

The Non-Departmental budget contains General Fund operational expenses that are common to all City departments. Such expenses are outside the control of individual departments and not easily distributed based upon department activity.

The Non-Departmental fund includes fire services, insurance, excise taxes, unemployment compensation, office supplies, membership dues and intergovernmental fees (e.g., Economic Alliance Snohomish County, Puget Sound Regional Council, Association of Washington Cities, Snohomish County Tomorrow, Northshore Senior Center, Snohomish County Cities), and Snohomish County Human Services.



### 2023-2024 Finance and Administration Expenditure Budget

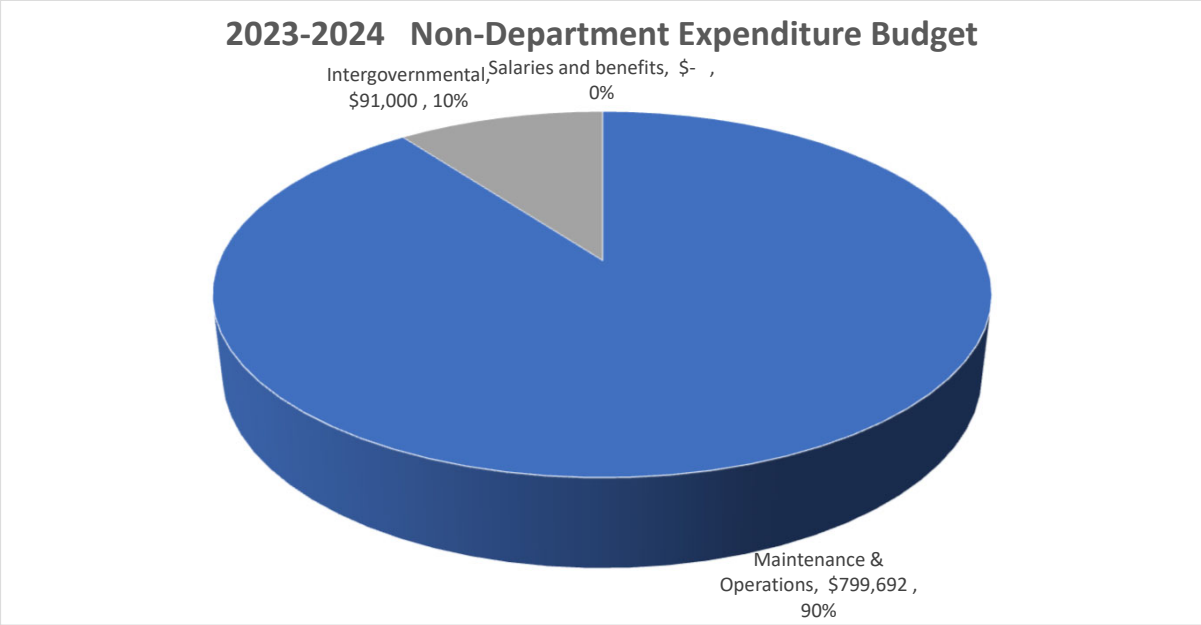


Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 1,002,552	\$ 1,121,040	\$ 1,603,519
Supplies	\$ 8,999	\$ 10,650	\$ 6,400
Professional services	\$ 284,440	\$ 252,808	\$ 271,320
<b>TOTAL</b>	<b>\$1,295,991</b>	<b>\$1,384,498</b>	<b>\$1,881,239</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>003</b>	<b><i>Finance &amp; Administration</i></b>			
001	001-003-514-20-11-00	Salaries & Wages	\$ 789,111	\$ 865,653	\$ 1,293,187
001	001-003-514-20-11-11	Salaries - Indirect Cost Alloc	\$ (11,754)	\$ -	\$ -
001	001-003-514-20-12-00	Overtime	\$ 508	\$ -	\$ 1,000
001	001-003-514-20-21-01	MEBT/Medicare	\$ 47,579	\$ 65,653	\$ 72,546
001	001-003-514-20-21-02	Retirement	\$ 73,851	\$ 63,445	\$ 86,453
001	001-003-514-20-21-03	Health Benefits	\$ 103,400	\$ 105,777	\$ 145,613
001	001-003-514-20-21-04	Worker's Compensation	\$ 3,459	\$ 4,834	\$ 4,720
001	001-003-514-20-21-11	Benefits - Indirect Cost Alloc	\$ (3,602)	\$ -	\$ -
001	001-003-514-20-31-00	Supplies - Office/Operating	\$ 8,999	\$ 8,650	\$ 6,400
001	001-003-514-20-41-01	Professional Services	\$ 111,977	\$ 61,696	\$ 64,000
001	001-003-514-20-41-02	Professional Services-Legal	\$ 17,368	\$ -	\$ -
001	001-003-514-20-41-04	Finance Charges	\$ 68,072	\$ 68,100	\$ 85,720
001	001-003-514-20-41-51	State Audit	\$ 82,822	\$ 92,644	\$ 102,000
001	001-003-514-20-45-00	Equipment Replacement Funding	\$ 4,305	\$ 5,503	\$ -
001	001-003-514-20-49-01	Conferences and Training	\$ 4,001	\$ 9,059	\$ 6,000
001	001-003-514-20-49-04	Memberships and Dues	\$ 200	\$ 2,000	\$ 1,600
001	001-003-515-41-41-00	Legal Services - Advice	\$ -	\$ 37,507	\$ 12,000
001	001-003-594-14-64-00	Capital Outlays	\$ 1,323	\$ 2,020	\$ -
<b>001</b>	<b>003</b>	<b>Finance &amp; Administration</b>	<b>\$ 1,301,618</b>	<b>\$ 1,392,542</b>	<b>\$ 1,881,239</b>



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 32,802	\$ -	\$ -
Maintenance & Operations	\$ 590,795	\$ 807,444	\$ 799,692
Intergovernmental	\$ -	\$ -	\$ 91,000
TOTAL	\$623,597	\$807,444	\$890,692

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>014</b>	<b>Non Department</b>			
001	001-014-514-40-41-51	Election Costs	\$ 4,867	\$ 70,000	\$ 25,000
001	001-014-514-90-41-51	Voter Registration	\$ 51,503	\$ 55,123	\$ 46,000
001	001-014-517-78-21-08	Unemployment Comp Claims	\$ 12,802	\$ -	\$ -
001	001-014-518-30-46-00	Insurance	\$ 265,425	\$ 346,156	\$ 471,192
001	001-014-518-90-31-00	Office Supplies - Central	\$ 9,612	\$ 13,827	\$ 12,000
001	001-014-518-90-31-99	COVID-19	\$ 14,758	\$ -	\$ -
001	001-014-518-90-32-00	Gasoline Fuel	\$ 1,306	\$ 1,200	\$ 1,500
001	001-014-518-90-40-00	Professional Services	\$ 3,657	\$ 3,000	\$ 3,000
001	001-014-518-90-42-02	Postage/Machine	\$ 36,956	\$ 42,000	\$ 42,000
001	001-014-518-90-45-00	Equipment Replacement Funding	\$ 40,471	\$ 29,323	\$ -
001	001-014-518-90-49-00	Memberships & Org Assessments	\$ 150,952	\$ 230,000	\$ 180,000
001	001-014-518-90-49-06	Section 125 Program	\$ 3,783	\$ 4,507	\$ 6,400
001	001-014-566-00-41-51	Sno. Co. Human Services	\$ 11,437	\$ 12,308	\$ 12,600
001	001-014-589-30-00-00	Sales and Leasehold ExciseTax	\$ 16,068	\$ -	\$ -
001	001-014-597-00-00-06	Oper Transfer to Unemp	\$ -	\$ -	\$ 25,000
001	001-014-597-00-00-07	Oper Transfer to Streets	\$ -	\$ -	\$ 66,000
<b>001</b>	<b>014</b>	<b>Non Department</b>	<b>\$ 623,597</b>	<b>\$ 807,444</b>	<b>\$ 890,692</b>

# POLICE

## **DEPARTMENT DESCRIPTION**

The Mill Creek Police Officers are ambassadors for the City of Mill Creek. The Police Department provides a safe community for residents, businesses, and visitors to live, work and recreate. Through proactive law enforcement activities, crime trend analysis, community education and outreach and a focus on developing professional employees, the department strives to ensure that the streets and neighborhoods remain safe and clean, calls for service are answered in a timely and professional manner and that police investigations and enforcement is done in an exemplary fashion.

The department embraces the 'service mindset' and focus on being public servants, dedicated to answering the call and responding with 'what can I do to help?' Both internally and externally, personnel maintain open and honest operations, and they welcome the input of our stakeholders, the community, and the people and entities they work with. Performing at the highest level will propel Police Department personnel to set the standard of excellence for all.

## **Patrol**

The Patrol Division is the department's largest and most visible division. As front-line first responders, the officers assigned to this division work street patrol, handle calls for service and are the primary point of community interaction. In addition to traditional police patrol work, including traffic safety, criminal investigations and social service, the officers place an emphasis on community-oriented policing activities and are the true ambassadors of government. Each of the four patrol squads is led by a sergeant; the sergeants report to the Deputy Chief of Police. The division comprises several ancillary assignments, including a K9 team, Traffic Safety Unit, and participation in a regional SWAT team, Honor Guard detail and Collision Investigation Unit. Officers work closely with allied cities and Snohomish County to provide timely and professional law enforcement services.

## **Support Services**

The Support Services Division comprises both commissioned and non-commissioned personnel: commissioned staff are in the Investigations and School Resource Officer Units, and non-commissioned staff in the Records and Property Units and a limited-commission Police Support Officer (PSO).

The Investigations Unit includes a Community Outreach function. Staff are primarily responsible for the investigation of major crimes and secondarily responsible for fulfilling our commitment to community interaction. The detectives in the unit also participate in a regional Multi-Agency Response Team that investigates regional uses of lethal force by officers in Snohomish County.

The School Resource Officer is imbedded in Jackson High School and works collaboratively with school staff and students to protect the campus, provide staff support, act as a student mentor and provide educational opportunities. The SRO also supports other schools in the city.

The Records and Property staff are responsible for maintaining the documentation related to law enforcement activities and the security of property involved in police work. Records staff interact on the frontline with community members, providing customer service and fulfilling several obligations related to licensing, courts and public records. Property staff are the custodians for all things evidence and police-property-related and are teammates with Records staff for both customer service and public records.

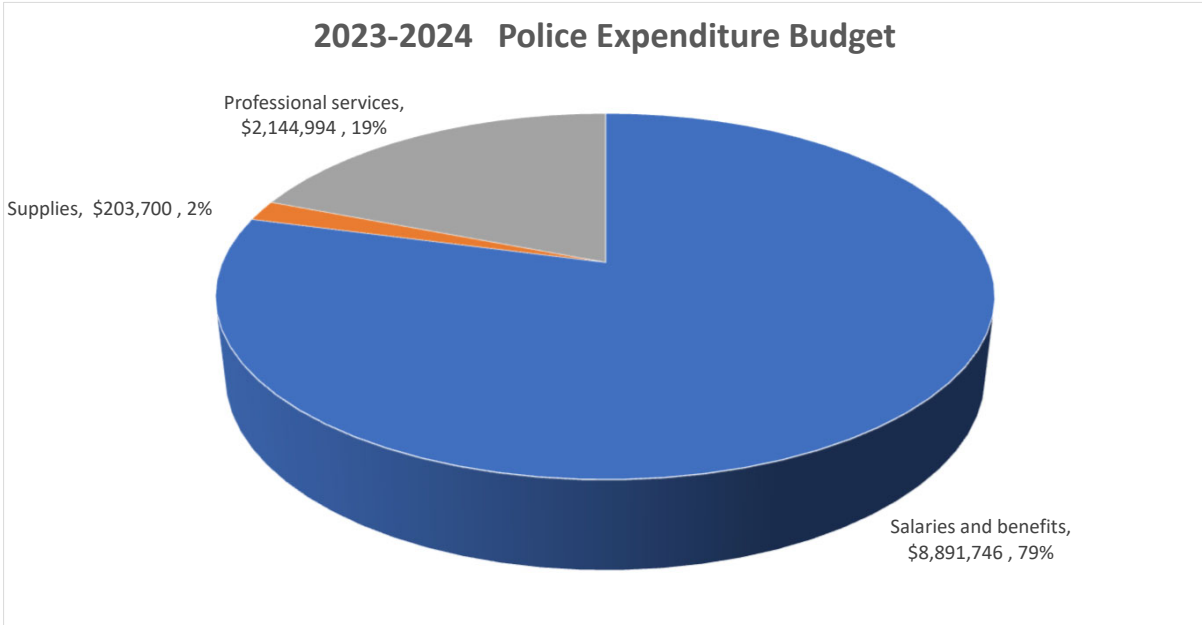
The PSO provides a wide array of support activities for all department personnel while acting as the primary investigator for animal and parking complaints. The PSO works with allied departments and agencies on code enforcement issues and court-related activities.

## **Administrative**

The Administrative Division is responsible for managing the operations, budget, personnel and day-to-day operations of the department. Specifically, it manages policy creation, development and maintenance, professional standards and internal affairs, department risk management, and the expectation-setting and evaluation of department employees.

The Administrative Division includes the Chief of Police and the Deputy Chief of Police.





Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 8,102,010	\$ 8,385,583	\$ 8,891,746
Supplies	\$ 213,113	\$ 276,211	\$ 203,700
Professional services	\$ 1,821,578	\$ 2,138,722	\$ 2,144,994
<b>TOTAL</b>	<b>\$10,136,701</b>	<b>\$10,800,516</b>	<b>\$11,240,439</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>008</b>	<b>Police</b>			
001	001-008-515-30-41-02	Prof Svcs - Prosecution	\$ 243,182	\$ 252,960	\$ 260,000
001	001-008-515-30-41-52	Prof Svcs - Translator	\$ 13,184	\$ 10,075	\$ 14,000
001	001-008-515-41-41-00	Legal Services - Advice	\$ -	\$ 22,000	\$ 20,000
001	001-008-515-91-41-04	Prof Svcs Indigent Defense	\$ 201,710	\$ 131,000	\$ 200,000
001	001-008-521-10-11-00	Salaries & Wages -Police Admin	\$ 623,404	\$ 469,798	\$ 543,262
001	001-008-521-10-12-00	Overtime - Police Admin	\$ 23	\$ -	\$ -
001	001-008-521-10-21-01	MEBT/Medicare Police Admin	\$ 44,715	\$ 35,583	\$ 41,705
001	001-008-521-10-21-02	Retirement - Police Admin	\$ 39,481	\$ 32,094	\$ 37,464
001	001-008-521-10-21-03	Health Benefits - Police Admin	\$ 129,211	\$ 122,007	\$ 81,513
001	001-008-521-10-21-04	Worker's Comp -Police Admin	\$ 8,839	\$ 8,601	\$ 7,802
001	001-008-521-10-30-00	Supplies - Admin	\$ 1,988	\$ 6,000	\$ 5,000
001	001-008-521-10-40-00	Professional Svcs - Admin	\$ 41,041	\$ 35,000	\$ 52,000
001	001-008-521-10-41-02	Citizen Patrol Program	\$ 4,122	\$ 2,500	\$ 4,000
001	001-008-521-10-41-03	Professional Services-Legal	\$ 12,812	\$ -	\$ -
001	001-008-521-10-41-06	Pre-Employment Screening	\$ 2,496	\$ 30,000	\$ 15,000
001	001-008-521-10-41-51	SERS Operations	\$ 57,141	\$ -	\$ -
001	001-008-521-10-48-00	Repairs & Maint - Admin	\$ 1,489	\$ 1,500	\$ 2,000
001	001-008-521-10-49-01	Conferences & Training - Admin	\$ 8,827	\$ 10,000	\$ 20,000
001	001-008-521-10-49-02	Memberships and Dues - Admin	\$ 19,814	\$ 11,000	\$ 6,000
001	001-008-521-10-49-07	Printing & Binding	\$ 1,147	\$ 1,500	\$ 1,500
001	001-008-521-20-45-00	Equipment Replacement Funding	\$ 226,199	\$ 163,159	\$ 256,094
001	001-008-521-21-11-00	Salaries & Wages - Support Svc	\$ 1,101,456	\$ 1,293,617	\$ 1,097,100
001	001-008-521-21-12-00	Overtime - Support Svc	\$ 22,234	\$ 29,433	\$ 16,000
001	001-008-521-21-21-01	MEBT/Medicare - Support Svc	\$ 85,030	\$ 80,699	\$ 85,450
001	001-008-521-21-21-03	Health Benefits - Support Svc	\$ 233,621	\$ 251,744	\$ 276,964
001	001-008-521-21-21-04	Worker's Comp - Support Svc	\$ 19,936	\$ 26,418	\$ 23,405
001	001-008-521-21-30-00	Supplies - Support Services	\$ 11,590	\$ 6,000	\$ 11,000
001	001-008-521-21-31-01	Supplies & Equipment- Evidence	\$ 3,168	\$ 3,400	\$ 1,500
001	001-008-521-21-40-00	Prof Svcs - Support Services	\$ 6,277	\$ 6,500	\$ 12,000
001	001-008-521-21-41-00	Security Alarm Monitoring	\$ 1,794	\$ 1,800	\$ 2,000
001	001-008-521-21-49-01	Conf and Training -Support Svc	\$ 8,185	\$ 8,435	\$ 6,000
001	001-008-521-21-49-02	Memberships & Dues - Support	\$ 885	\$ 1,000	\$ 1,100
001	001-008-521-22-31-10	Supplies and Equipment - SWAT	\$ 17,019	\$ 14,000	\$ 1,200
001	001-008-521-22-49-01	Conferences and Training SWAT	\$ 3,085	\$ 5,075	\$ 2,000
001	001-008-521-22-49-02	Memberships and Dues - SWAT	\$ 4,373	\$ 5,050	\$ 4,800
001	001-008-521-30-31-09	Supplies - Crime Prevention	\$ 779	\$ 2,015	\$ 6,000
001	001-008-521-40-41-51	Academy Training	\$ -	\$ 40,000	\$ 13,200
001	001-008-521-70-11-00	Salaries & Wages - Patrol	\$ 3,848,658	\$ 4,191,350	\$ 4,549,533
001	001-008-521-70-12-00	Overtime - Patrol	\$ 486,763	\$ 490,931	\$ 500,000
001	001-008-521-70-21-01	MEBT/Medicare - Patrol	\$ 326,704	\$ 337,242	\$ 392,525
001	001-008-521-70-21-03	Health Benefits - Patrol	\$ 696,783	\$ 845,913	\$ 744,473
001	001-008-521-70-21-04	Worker's Comp - Patrol	\$ 106,518	\$ 138,028	\$ 144,231
001	001-008-521-70-31-00	Supplies - Operating	\$ 15,507	\$ 11,200	\$ 10,000
001	001-008-521-70-31-01	Supplies - K-9 Program	\$ 25,171	\$ 21,105	\$ 20,000
001	001-008-521-70-31-05	Uniforms	\$ 30,172	\$ 52,197	\$ 39,000
001	001-008-521-70-31-12	Supplies - Firearms	\$ 27,191	\$ 41,500	\$ 20,000
001	001-008-521-70-31-99	COVID-19	\$ 6,687	\$ -	\$ -
002	001-008-521-70-32-00	Gasoline Fuel	\$ 68,190	\$ 84,630	\$ 86,000

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
001	001-008-521-70-35-00	Small Tools	\$ 5,651	\$ 6,045	\$ 4,000
001	001-008-521-70-41-99	Professional Services-COVID-19	\$ 1,696	\$ -	\$ -
001	001-008-521-70-48-00	Repairs & Maintenance-Equip.	\$ 11,715	\$ 13,000	\$ 14,000
001	001-008-521-70-48-01	Repairs & Maintenance-Vehicles	\$ 81,433	\$ 71,291	\$ 90,000
001	001-008-521-70-48-04	Repairs & Maintenance-Uniforms	\$ 4,167	\$ 4,500	\$ 6,000
001	001-008-521-70-48-99	COVID-19	\$ 16,879	\$ -	\$ -
001	001-008-521-70-49-01	Conferences & Training -Patrol	\$ 27,512	\$ 35,375	\$ 30,000
001	001-008-521-70-49-02	Memberships & Dues -Patrol	\$ 1,935	\$ 4,030	\$ 6,000
001	001-008-521-80-40-00	Software Licensing	\$ -	\$ -	\$ 20,000
001	001-008-525-60-49-01	Emergency Management	\$ 55,021	\$ 54,050	\$ 61,300
001	001-008-528-00-41-51	SNOCOM Dispatch Service	\$ 497,943	\$ 535,142	\$ 522,000
001	001-008-554-30-41-05	Animal Holding Contract	\$ 14,472	\$ 8,000	\$ 15,000
001	001-008-594-21-64-00	Cap Improvement/Equipment	\$ 41,098	\$ 296,190	\$ -
001	001-008-594-21-64-10	Equipment - SWAT	\$ 6,700	\$ 22,150	\$ 5,000
<b>001</b>	<b>008</b>	<b>Police</b>	<b>\$ 10,410,698</b>	<b>\$ 11,066,440</b>	<b>\$ 11,240,439</b>

# PUBLIC WORKS & DEVELOPMENT SERVICES

## **DEPARTMENT DESCRIPTION**

The Public Works and Development Services Department-combines planning, economic development, and public works. Staff is responsible for services in engineering, planning, economic development, plan review/building inspection, code enforcement, environmental protection, street/roads, traffic control, capital projects, and operates the City's Surface Water Utility.

The Department of Public Works & Development Services incorporates the following service categories for the City:

- **Planning and Community Development:** Maintains City compliance with State statutes such as the Growth Management Act (GMA) and the State Environmental Policy Act (SEPA) through the adoption and implementation of the Comprehensive Plan, sub area plans, development and environmental regulations, and other applicable state, regional, and local initiatives and programs. This includes reviewing all proposals for rezones, Mill Creek Municipal Code amendments, conditional use permits, subdivision plats, development binding site plans, lot line adjustments, SEPA determinations, critical areas reviews, accessory dwelling unit (ADU) proposals, and coordination with the Development Review Committee and the Planning Commission. As part of these activities, this includes processing and review of all proposed variances, deviations, exemptions, and appeals. Provides inspection services for developments when needed to ensure conformance with land use conditions of approval.
- **Development, Permitting, and Inspection Services:** Conducts permit application intake, pre-application meetings and conferences, and all application reviews for land use and zoning, building/structural plans examinations, environmental reviews, and city engineering reviews. Reviews include evaluations

of the impacts on and uses of the City's rights-of-way, utilities, and public infrastructure for each application. Also provides traffic safety and engineering permit reviews for temporary obstructions and similar impacts to public rights-of-way. Provides inspection services for developments when needed to ensure conformance with applicable City codes and standards.

- **Civil Code Enforcement:** Evaluates potential civil non-compliances with the Mill Creek Municipal Code and implements enforcement activities to remedy code non-compliance by private and public entities.
- **City Facilities Operations and Maintenance Services:** Provides preventive maintenance, upkeep, repairs, and other corrective measures for City-owned buildings. This also includes providing tenant support services for tenants leasing space in City-owned buildings.
- **Parks and Trails Operations and Maintenance Services:** Provides preventive maintenance, landscape upkeep, and repairs for City-owned parks, trails, and other recreational areas. Also provides guidance and advice to property owners, organizations, and/or their representatives for the operation, upkeep, and maintenance of privately-owned parks, trails, and other recreational areas within the City.
- **Fleet Services:** Provides preventive maintenance and repairs for City-owned vehicles and construction equipment through a combination of City staff and contracted services.
- **Right-of Way Operations and Maintenance Services:** Provides all aspects of street and sidewalk preventive maintenance, upkeep, repairs, and other corrective measures for City-owned roadways and other public rights-of-way. This includes pothole repairs, sign and flashing beacon crosswalk maintenance and repair, street sweeping, limited snow removal activities, striping and raised pavement marking corrective maintenance, sidewalk shaving and limited concrete panel replacement, street tree management, and roadside and median vegetation management. Assists and advises private property owners, homeowners and/or

neighborhood associations, and business owners/commercial tenants on identification and resolution of private responsibilities for maintenance in public rights-of-way and the maintenance and upkeep of private streets.

- **Administrative and Customer Services:** The department acts as a primary point of contact and source for public guidance and information related to development, public and private infrastructure operations, and public questions and concerns. The department provides liaison and similar services for organizations, stakeholders, and community-wide issues relating to any or all the above service categories.
- **Surface Water Municipal Permit Program:** Directs all City programs required to maintain compliance with the Municipal Phase II Stormwater Permit issued to the City by the Washington State Department of Ecology. Programs include environmental monitoring, spill response, pollution and illicit discharge identification and investigation, business/commercial property inspections and compliance outreach, surface water utility asset inventory and regular inspection, City staff training, citywide stormwater management future planning, amendments to Mill Creek Municipal Code and other city standards to remain compliance with state and federal stormwater regulations, public engagement and outreach activities, coordination of public and/or outside group volunteer activities.
- **Surface Water/Stormwater Utility Operations and Maintenance Services:** Provides preventive maintenance, upkeep, repairs, and other corrective measures to maintain the operation of all City-owned surface and stormwater management and treatment facilities (both above ground and underground) and conveyance (both above ground and underground). This includes providing first-response and mitigation efforts in the event of storm flooding, spills, and/or similar emergencies in the public rights-of-way or in City-owned property. Assists and advises private property owners, homeowners and/or neighborhood associations, and business owners/commercial tenants on identification and resolution of privately-owned surface water and stormwater issues.

- **Capital Engineering:** Oversees the planning, financial management, design, construction, and inspection of all new City-owned infrastructure systems and assets, as well as replacements and/or improvements of the same, in these categories:
  - o Transportation/Right-of-Way (motorized, non-motorized)
  - o City Parks
  - o City Facilities/Buildings
  - o Surface Water/Stormwater Utility

These services also include infrastructure asset rehabilitation activities beyond routine operations and maintenance, including pavement preservation and aging stormwater infrastructure projects.

Additionally, the department partners with various utilities and other state and county agencies.

Capital Engineering services typically involve management and direction of contracted services for both design and construction for each project, as well as all activities required to apply for, secure, and implement external county, state, and/or federal funding/grants for City projects managed by the department.

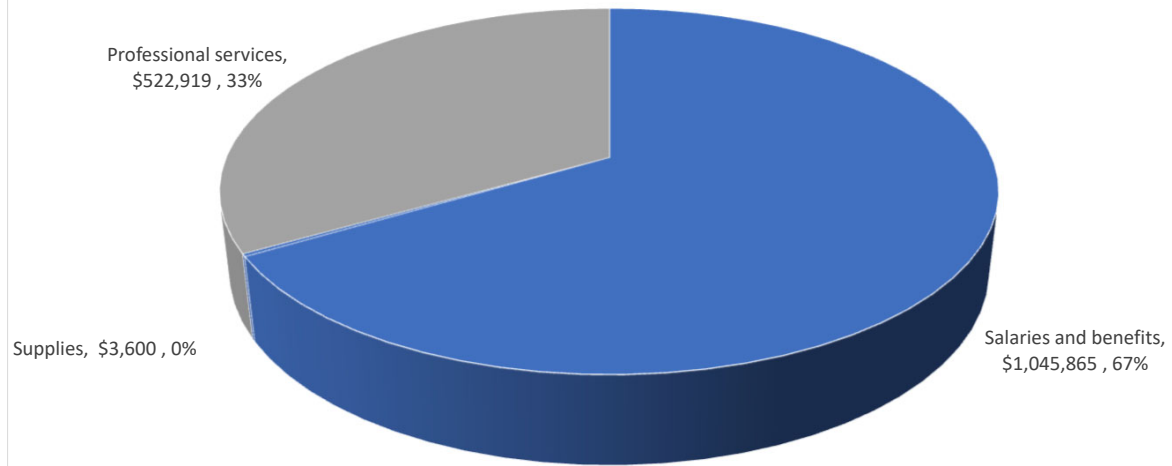
In 2021-2022, the city lost the Building Official to another jurisdiction; with the onset of COVID, the duties of the Building Official were transferred to a contracted provider (building plan review and building inspections.) A reduction in force in response to COVID removed the Engineering Technician (mapping and minor capital projects), and the duties of the Building Permit Coordinator and Administrative assistant were absorbed into other Planning positions. Staffing turnover due to retirements and departures resulted in an entirely new staff in all but the Maintenance and Operations division during the biennium. Project engineering talent has been difficult to attract and retain during the period, resulting in suspended capital project activity and heavier reliance on outside consultants for most of the biennium.

For 2023-2024, the budget includes filling an existing engineering project management opening and adding another. One FTE is being added for Planning/Building permit intake

and Administrative Support for the Department. New managers for Planning and Development Services and for Public Works Maintenance and Operations were hired at the start of the 2023-2024 biennium. Leadership is now staffed, and rebuilding the department under all new leadership continues. Recruiting and hiring for the three open positions in professional staff, and recent turnover of two positions on the Public Works crew will be the first order of business.



### 2023-2024 Community Development Expenditure Budget



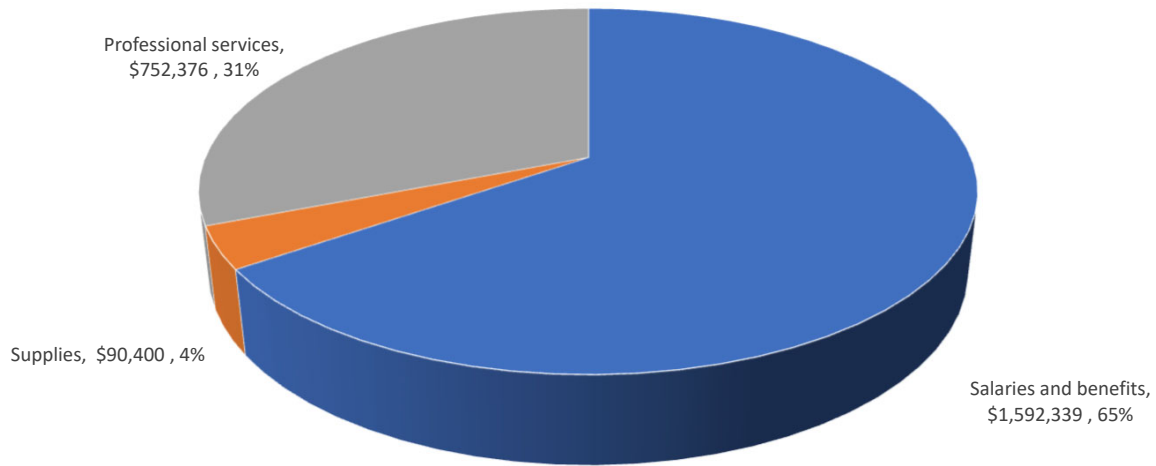
Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 1,032,226	\$ 881,942	\$ 1,045,865
Supplies	\$ 830	\$ 1,278	\$ 3,600
Professional services	\$ 524,558	\$ 336,491	\$ 522,919
<b>TOTAL</b>	<b>\$1,557,614</b>	<b>\$1,219,711</b>	<b>\$1,572,384</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>016</b>	<b>Community Development</b>			
001	001-016-515-41-41-00	Legal Services - Advice	\$ -	\$ 59,677	\$ 40,000
001	001-016-558-60-11-00	Salaries & Wages	\$ 757,164	\$ 661,872	\$ 633,937
001	001-016-558-60-12-00	Overtime	\$ 2,593	\$ 150	\$ -
001	001-016-558-60-21-01	MEBT/Medicare	\$ 57,454	\$ 47,257	\$ 48,666
001	001-016-558-60-21-02	Retirement	\$ 94,986	\$ 65,715	\$ 63,251
001	001-016-558-60-21-03	Health Benefits	\$ 117,806	\$ 110,236	\$ 88,483
001	001-016-558-60-21-04	Worker's Compensation	\$ 2,223	\$ 2,499	\$ 1,770
001	001-016-558-60-31-00	Office & Operating Supplies	\$ 259	\$ 1,111	\$ 2,200
001	001-016-558-60-31-05	Code Books	\$ -	\$ -	\$ 400
001	001-016-558-60-32-00	Fuel	\$ 571	\$ 167	\$ 600
001	001-016-558-60-35-00	Small Tools and Equipment	\$ -	\$ -	\$ 400
001	001-016-558-60-40-00	Professional Services	\$ 341,194	\$ 400,000	\$ 775,300
001	001-016-558-60-40-01	Prof Srv - Reimbursable	\$ 49,773	\$ 21,659	\$ 50,000
001	001-016-558-60-41-02	Professional Services-Legal	\$ 124,251	\$ -	\$ -
001	001-016-558-60-44-00	Advertising	\$ 1,641	\$ 2,925	\$ 2,000
001	001-016-558-60-45-00	Equipment Replacement Funding	\$ 3,914	\$ 2,001	\$ 8,100
001	001-016-558-60-48-00	Repairs & Maintenance	\$ 72	\$ 1,440	\$ 1,000
001	001-016-558-60-49-01	Conferences & Training	\$ 5,388	\$ 13,098	\$ 12,000
001	001-016-558-60-49-02	Memberships and Dues	\$ 2,238	\$ 6,045	\$ 6,000
001	001-016-558-60-49-07	Printing & Binding	\$ -	\$ -	\$ 2,000
001	001-016-558-80-40-00	Software Applications	\$ -	\$ -	\$ 52,000
001	001-016-594-58-64-13	Capital Expenditures	\$ -	\$ 4,480	\$ 41,000
<b>001</b>	<b>016</b>	<b>Community Development</b>	<b>\$ 1,561,527</b>	<b>\$ 1,400,332</b>	<b>\$ 1,829,107</b>

### 2023-2024 Public Works Expenditure Budget



Revenue Source	2019-2020 Actuals	2021-2022 Projected Actual	2023-2024 Budget
Salaries and benefits	\$ 1,399,802	\$ 1,259,813	\$ 1,592,339
Supplies	\$ 65,005	\$ 46,270	\$ 90,400
Professional services	\$ 562,515	\$ 442,893	\$ 752,376
<b>TOTAL</b>	<b>\$2,027,322</b>	<b>\$1,748,976</b>	<b>\$2,435,115</b>

# General Ledger

## Budget Detail Comparisons

<b>FUND</b>	<b>Account Number</b>	<b>Description</b>	<b>2019-20 Actual</b>	<b>2021-22 Projected Actual</b>	<b>2023-24 Adopted Budget</b>
<b>001</b>	<b>018</b>	<b>Public Works</b>			
001	001-018-515-41-41-00	Legal Services - Advice	\$ -	\$ 24,118	\$ 50,000
001	001-018-518-30-11-00	Salaries & Wages - Facilities	\$ 105,329	\$ 2,974	\$ 122,862
001	001-018-518-30-12-00	Overtime - Facilities	\$ 4,123	\$ 50	\$ 1,749
001	001-018-518-30-21-01	MEBT/Medicare - Facilities	\$ 8,330	\$ 231	\$ 9,566
001	001-018-518-30-21-02	Retirement - Facilities	\$ 13,956	\$ 309	\$ 12,345
001	001-018-518-30-21-03	Health Benefits - Facilities	\$ 28,740	\$ 1,332	\$ 21,922
001	001-018-518-30-21-04	Worker's Comp - Facilities	\$ 2,625	\$ 99	\$ 2,973
001	001-018-518-30-31-00	Supplies-City Hall & PW Shop	\$ 16,589	\$ 18,504	\$ 36,000
001	001-018-518-30-31-06	Uniforms	\$ 1,444	\$ 2,141	\$ 2,400
001	001-018-518-30-31-99	COVID-19	\$ 19,429	\$ -	\$ -
001	001-018-518-30-32-00	Gasoline Fuel	\$ -	\$ 2,040	\$ 6,000
001	001-018-518-30-35-00	Small Tools/Equip-City Hall/PW	\$ 2,645	\$ 2,101	\$ 4,000
001	001-018-518-30-40-00	Prof Svcs - Public Works	\$ 20,373	\$ 20,696	\$ 90,000
001	001-018-518-30-41-01	Prof. Ser-Landscape/Janitorial	\$ 44,054	\$ 41,079	\$ 44,000
001	001-018-518-30-41-03	Professional Services-Legal	\$ 19,080	\$ -	\$ -
001	001-018-518-30-41-99	COVID-19	\$ 52,714	\$ -	\$ -
001	001-018-518-30-45-00	Equipment Replacement Funding	\$ 16,498	\$ 8,436	\$ 81,576
001	001-018-518-30-47-10	Utilities-City Hall	\$ 51,862	\$ 70,000	\$ 70,000
001	001-018-518-30-48-00	Repair & Maint - Facilities	\$ 114,482	\$ 80,000	\$ 80,000
001	001-018-518-30-48-11	Repair & Maint- PW Equip/Vehic	\$ 18,386	\$ 17,365	\$ 30,000
001	001-018-518-30-49-02	Memberships and Dues	\$ 838	\$ 600	\$ 1,200
001	001-018-543-10-11-00	Salaries & Wages - PW Admin	\$ 629,239	\$ 443,129	\$ 595,914
001	001-018-543-10-11-11	Salaries PW - Indirect Cost	\$ (27,302)	\$ -	\$ -
001	001-018-543-10-12-00	Overtime - PW Admin	\$ 247	\$ -	\$ -
001	001-018-543-10-21-01	MEBT/Medicare - PW Admin	\$ 48,119	\$ 34,037	\$ 45,747
001	001-018-543-10-21-02	Retirement - PW Admin	\$ 76,155	\$ 48,376	\$ 50,140
001	001-018-543-10-21-03	Health Benefits - PW Admin	\$ 134,260	\$ 65,538	\$ 43,243
001	001-018-543-10-21-04	Worker's Comp - PW Admin	\$ 7,434	\$ 7,484	\$ 5,347
001	001-018-543-10-21-05	Unemployment Comp/FMLP	\$ 21	\$ -	\$ -
001	001-018-543-10-21-11	Benefits PW - Indirect Cost	\$ (12,675)	\$ -	\$ -
001	001-018-576-80-11-00	Salaries & Wages - Parks	\$ 280,995	\$ 398,800	\$ 289,053
001	001-018-576-80-12-00	Overtime - Parks	\$ 7,174	\$ 17,793	\$ 4,828
001	001-018-576-80-21-01	MEBT/Medicare - Parks	\$ 21,125	\$ 30,856	\$ 18,916
001	001-018-576-80-21-02	Retirement - Parks	\$ 33,522	\$ 44,222	\$ 23,625
001	001-018-576-80-21-03	Health Benefits - Parks	\$ 30,836	\$ 70,113	\$ 37,226
001	001-018-576-80-21-04	Worker's Comp - Parks	\$ 7,550	\$ 12,121	\$ 8,920
001	001-018-576-80-30-00	Supplies - Parks	\$ 11,708	\$ 24,000	\$ 24,000
001	001-018-576-80-32-00	Fuel - Park Maintenance	\$ 13,189	\$ 12,000	\$ 14,000
001	001-018-576-80-35-00	Small Tools & Equip - Parks	\$ -	\$ 1,057	\$ 4,000
001	001-018-576-80-40-00	Professional Svcs - Parks	\$ 141,371	\$ 135,000	\$ 140,000
001	001-018-576-80-47-10	Utilities - Parks	\$ 71,791	\$ 73,000	\$ 74,000
001	001-018-576-80-48-00	Repair & Maint - Parks	\$ 19,831	\$ 20,000	\$ 40,000
001	001-018-594-48-64-00	Capital Outlay	\$ 14,530	\$ 24,670	\$ 26,000
<b>001</b>	<b>018</b>	<b>Public Works</b>	<b>\$ 2,058,349</b>	<b>\$ 1,761,409</b>	<b>\$ 2,142,153</b>



## APPENDICES

# Appendix A

## Budget Calendar

## *Budget Calendar*

Major Steps in Budget Preparation	Statutory Deadlines	Schedule
1. Council Retreat		3/15/22 & 3/22/22
2. Prepare revised projections for 2021/2022 and 2023/2024 biennium for the Operating Funds		5/1/22 – 5/31/22
3. Biennial Budget Review (Internal Budget Meetings, Council Workshops, & Community Outreach)		June, 2022 - November 2022
4. Internal Finance/Budget meetings with Departments to solicit feedback		6/30/22 - 8/1/22
5. Council Study Session to discuss budget instructions		6/28/22
6. Budget instructions delivered to Departments	By second Monday in September (9/12/22)	7/01/22
7. Departments begin preparing budget estimates		7/01/22
8. Finance completes other internal items: <ul style="list-style-type: none"> <li>a. Estimates of '23/'24 beginning fund balance</li> <li>b. Projected debt service</li> <li>c. Projected interfund transfers</li> <li>d. Projected contribution to CIP</li> <li>e. Interfund charges for service &amp; OH</li> <li>f. Non-Departmental items</li> <li>g. Projections on large contract items</li> <li>h. Preliminary revenue projections</li> <li>i. Special Revenue Fund needs/activities</li> </ul>		8/1/22
9. Program Budget Requests Due to Finance	By fourth Monday in September (9/26/22)	8/19/22
10. Finance finalizes total budget estimates		9/5/22
11. Draft preliminary budget due to CM for review	On or before the first business day of the third month prior to the beginning of the fiscal year (10/3/22)	9/9/22

Major Steps in Budget Preparation	Statutory Deadlines	Schedule
12. City Manager reviews proposed budgets with Department Directors		9/12/22 – 9/16/22
13. City Manager prepares preliminary budget and budget message and files with City Clerk	At least 60 days before the ensuing year (11/02/22)	10/21/22
14. Copies of the proposed budget made available to the public	Not later than 6 weeks before January 1 (11/20/22)	11/04/22
15. Department Review and Prioritization with the Council		Budget Workshops: 10/04/22 & 10/11/22
16. Setting property tax levies:	November 30 <sup>th</sup> for all Cities	
a. Review with Council at workshop		a. 10/11/22
b. Public hearing on revenue sources		b. 10/25/22
c. Adopt property tax ordinance		c. 11/1/22
d. File certified levy with County		c. 11/4/22
17. Clerk publishes notice of filing of preliminary budget and publishes notice of public hearing on final budget once a week for two consecutive weeks		10/14/22 & 10/28/22
18. Adoption of Biennial Budget for 2023/2024:		
a. Public Hearing and Final Budget Review	On or before the first Monday of December, and may be no later than the 25 <sup>th</sup> day prior to the next fiscal year (12/05/22)	a. 11/08/22
b. Budget Ordinance	Following the public hearing and prior to the beginning of the ensuing fiscal year	b. 11/08/22



# Appendix B

## Authorized Position Listings for 2023-2024

## 2023/2024 Staffing Authorized

No. of Budgeted Employees by Department	2017-2018	2019-2020	2021-2022	Amended 2021-2022	Proposed 2023-2024
City Council	7.0	7.0	7.0	7.0	7.0
Executive	4.6	4.0	3.0	3.0	2.5
Finance + Part-time Passport Staff	7.4	6.4	5.4	6.4	7.2
Human Resources	2.0	1.0	0.0	1.0	1.0
Communications	4.0	4.0	2.0	2.0	2.0
City Clerk			1.0	1.0	1.5
Information Technology	1.0	1.0	1.0	1.0	1.0
Public Works	14.8*	17.8*	11.8*	12.8*	14.8
Public Works Stormwater			1.0	1.0	1.0
Police Patrol/Police Support/Admin	29.0	29.0	28.0	28.0	28.0
<b>Total</b>	<b>69.8</b>	<b>70.2</b>	<b>60.2</b>	<b>63.2</b>	<b>66.0</b>

Table Includes 23/24 Addition of:

1 Engineer  
 1 Planner  
.8 FTE- 2 Part time Passport Staff  
 2.8 FTEs

\*.8 FTE- 2 Standard Seasonal Maintenance Staff added to reflect 2017-2022 approved positions

## Authorized Position Listing

### By Full-Time Equivalent

Position Title	17/18	19/20	21/22	23/24	23/24 Group	23/24 Salary Grade
<b>Executive</b>						
City Manager	1.00	1.00	-	1.00	Non-Rep	N/A
Chief of Staff	-	-	1.00	-	-	-
City Clerk	1.00	1.00	-	-	-	-
Deputy City Clerk / Executive Assistant	-	-	-	0.50	Non-Rep	O
Deputy City Manager	-	-	-	1.00	Non-Rep	A
Executive Assistant/Deputy Clerk	1.00	-	1.00	-	-	-
Human Resources / Labor Relations Specialist (added 2018)	-	-	-	-	-	-
Human Resources Director	0.80	1.00	-	-	-	-
<b>Executive Total</b>	<b>3.80</b>	<b>3.00</b>	<b>2.00</b>	<b>2.50</b>		
<b>Clerk</b>						
City Clerk	-	-	1.00	1.00	Non-Rep	M
Deputy City Clerk / Executive Assistant	-	-	-	0.50	Non-Rep	O
<b>Clerk Total</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.50</b>		
<b>IT</b>						
Information Systems and Technology Manager	1.00	1.00	1.00	1.00	AFSCME	22
<b>IT Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>		
<b>Human Resources</b>						
Human Resources Manager	-	-	-	1.00	Non-Rep	F
<b>Human Resources Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>		
<b>Communications and Marketing</b>						
Basketball Referee - Temporary	-	0.80	-	-	-	-
Communications and Marketing Coordinator	-	1.00	1.00	2.00	AFSCME	13
Community Engagement Coordinator	-	1.00	-	-	-	-
Director of Communications and Marketing	-	1.00	-	-	-	-
Gym Supervisor - Temporary	-	0.20	-	-	-	-
Preschool Assistant	-	0.60	-	-	-	-
Preschool Teacher	-	0.30	-	-	-	-
Rec Program Asst	-	-	1.00	-	-	-
Recreation Coordinator	-	1.00	-	-	-	-
<b>Communications and Marketing Total</b>	<b>0.00</b>	<b>5.90</b>	<b>2.00</b>	<b>2.00</b>		

## Authorized Position Listing

### By Full-Time Equivalent

Position Title	17/18	19/20	21/22	23/24	23/24 Group	23/24 Salary Grade
<b>Community Development <sup>1</sup></b>						
Administrative Coordinator	1.00	-	-	-	-	-
Building / Right of Way Inspector	1.00	-	-	-	-	-
Code Compliance Coordinator	1.00	-	-	-	-	-
Community Development Director	1.00	-	-	-	-	-
Senior Planner	1.00	-	-	-	-	-
<b>Community Development Total</b>	<b>5.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Finance and Administration</b>						
Director of Finance and Administration	-	1.00	-	1.00	Non-Rep	C
Finance Director	1.00	-	1.00	-	-	-
Customer Service Representative	-	2.40	2.61	3.20	AFSCME	-
Senior Accountant	-	1.00	-	-	-	-
Staff Accountant	-	-	-	1.00	AFSCME	18
Accountant	2.00	-	-	-	-	-
Accounting Technician	1.00	1.00	1.00	1.00	AFSCME	-
Administrative Supervisor - Finance & Admin	-	1.00	1.00	1.00	Non-Rep	O
Deputy City Clerk	1.00	-	-	-	-	-
Senior Passport Technician	0.70	-	-	-	-	-
Passport Technician	0.60	-	-	-	-	-
<b>Finance and Administration Total</b>	<b>6.30</b>	<b>6.40</b>	<b>5.61</b>	<b>7.20</b>		
<b>Public Safety</b>						
Police Chief/Director of Public Safety	1.00	1.00	1.00	1.00	Non-Rep	B
Deputy Chief of Police	-	1.00	-	-	-	-
Support Services Supervisor	-	1.00	1.00	1.00	Non-Rep	O
Police Sergeant	5.00	5.00	5.00	5.00	Guild	S
Police Officer	18.00	17.00	17.00	17.00	Guild	non-S
Police Support Officer	1.00	1.00	1.00	1.00	AFSCME	13
Records Technician	2.00	2.00	-	-	-	-
Evidence Technician	-	1.00	-	-	-	-
Police Support Services Technician	-	-	-	3.00	AFSCME	11
Administrative Coordinator	1.00	-	-	-	-	-
Administrative Assistant	1.00	-	-	-	-	-
Police Evidence Technician	-	-	1.00	-	-	-
Police Records Technician	-	-	2.00	-	-	-
<b>Public Safety Total</b>	<b>29.00</b>	<b>29.00</b>	<b>28.00</b>	<b>28.00</b>		

## Authorized Position Listing

### By Full-Time Equivalent

Position Title	17/18	19/20	21/22	23/24	23/24 Group	23/24 Salary Grade
<b>Public Works/Development Services</b>						
Director of Public Works and Development Services	-	1.00	1.00	1.00	-	-
Administrative Assistant	-	1.00	-	-	-	-
Associate Planner	-	1.00	1.00	-	-	-
Associate Planner / Permit Coordinator	-	-	-	1.00	AFSCME	-
Building / Right of Way Inspector	1.00	-	-	-	-	-
Building Official	-	1.00	-	-	-	-
Building Permit Technician	1.00	-	-	-	-	-
City Engineer	1.00	-	-	1.00	Non-Rep	F
Engineering Intern - Temporary	0.20	-	-	-	-	-
Engineering Technician	-	1.00	-	-	-	-
Maintenance Aide - Seasonal	1.00	1.00	-	0.80	Non-Rep	-
Maintenance Worker	5.00	5.00	4.00	5.00	AFSCME	12
Planner	-	-	-	1.00	AFSCME	16
Planning and Development Manager	-	-	-	1.00	Non-Rep	G
Planning Manager	-	1.00	1.00	-	-	-
Project Engineer	-	1.00	1.00	2.00	AFSCME	18
Public Works Director	1.00	-	-	1.00	Non-Rep	C
Public Works Maintenance and Operations Manager	-	-	-	1.00	Non-Rep	J
Public Works Supervisor	1.00	1.00	1.00	-	-	-
Senior Planner	-	1.00	1.00	-	AFSCME	-
Supervising Engineer	-	1.00	1.00	-	-	-
Surface Water Engineer	-	1.00	-	1.00	AFSCME	18
Surface Water Engineer (Manager)	1.00	-	-	-	-	-
<b>Public Works/Development Services Total</b>	<b>12.20</b>	<b>17.00</b>	<b>11.00</b>	<b>15.80</b>		
<b>Recreation <sup>2</sup></b>						
Recreation and Tourism Manager	1.00	-	-	-	-	-
Recreation and Tourism Coordinator	2.00	-	-	-	-	-
Basketball Referee	-	-	0.71	-	-	-
Gym Supervisor	-	-	0.10	-	-	-
Preschool Playgroup Assistant	-	-	0.63	-	-	-
Preschool Playgroup Lead	-	-	0.33	-	-	-
Recreation Coordinator	-	-	1.00	-	-	-
Preschool Teacher	0.30	-	-	-	-	-
Preschool Assistant	0.60	-	-	-	-	-
Gym Supervisor - Temporary	0.20	-	-	-	-	-
Basketball Referee - Temporary	0.80	-	-	-	-	-
<b>Recreation Total</b>	<b>4.90</b>	<b>0.00</b>	<b>2.77</b>	<b>0.00</b>		
<b>Grand Total</b>	<b>62.20</b>	<b>62.30</b>	<b>62.20</b>	<b>59.00</b>		

#### Summary of Changes:

1. Beginning 2019-2020, Community Development is accounted for in PWDS
2. This Recreation function is accounted for in Communication and Marketing in 2023-2024.

## 2023 Authorized Positions

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
City Manager	1	Executive	Non-Rep	N/A	1.0
Deputy City Manager <sup>1</sup>	2	Executive	Non-Rep	A	1.0
Deputy City Clerk / Executive Assistant <sup>2</sup>	3	Executive	Non-Rep	O	0.5
				2023 Department Total:	2.5
				2024 Department Total:	2.5

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
City Clerk	4	Clerk	Non-Rep	M	1.0
Deputy City Clerk / Executive Assistant <sup>2</sup>	3	Clerk	Non-Rep	O	0.5
				2023 Department Total:	1.5
				2024 Department Total:	1.5

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
Information Systems and Technology Manager	5	IT	AFSCME	22	1.0
				2023 Department Total:	1.0
				2024 Department Total:	1.0

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
Human Resources Manager <sup>3</sup>	6	Human Resources	Non-Rep	F	1.0
				2023 Department Total:	1.0
				2024 Department Total:	1.0

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
Communications and Marketing Coordinator	7	Communications and Marketing	AFSCME	13	2.0
				2023 Department Total:	2.0
				2024 Department Total:	2.0

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
Director of Finance and Administration	8	Finance and Administration	Non-Rep	C	1.0
Administrative Supervisor - Finance & Admin	9	Finance and Administration	Non-Rep	O	1.0
Staff Accountant	10	Finance and Administration	AFSCME	18	1.0
Accounting Technician	11	Finance and Administration	AFSCME	12	1.0
Customer Service Representative	12	Finance and Administration	AFSCME	7	0.4
Customer Service Representative	13	Finance and Administration	AFSCME	7	0.4
Customer Service Representative	14	Finance and Administration	AFSCME	7	0.4
Customer Service Representative	15	Finance and Administration	AFSCME	7	0.4
Customer Service Representative	16	Finance and Administration	AFSCME	7	0.4
Customer Service Representative	17	Finance and Administration	AFSCME	7	0.4
Customer Service Representative <sup>4</sup>	18	Finance and Administration	AFSCME	7	0.4
Customer Service Representative <sup>5</sup>	19	Finance and Administration	AFSCME	7	0.4
				2023 Department Total:	7.2
				2024 Department Total:	7.2

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
<b>Police Chief / Director of Public Safety<sup>6</sup></b>	20	Public Safety	Non-Rep	B	1.0
Support Services Supervisor	21	Public Safety	Non-Rep	O	1.0
Police Sergeant	22	Public Safety	Guild	S	1.0
Police Sergeant	23	Public Safety	Guild	S	1.0
Police Sergeant	24	Public Safety	Guild	S	1.0
Police Sergeant	25	Public Safety	Guild	S	1.0
Police Sergeant	26	Public Safety	Guild	S	1.0
Police Officer	27	Public Safety	Guild	non-S	1.0
Police Officer	28	Public Safety	Guild	non-S	1.0
Police Officer	29	Public Safety	Guild	non-S	1.0
Police Officer	30	Public Safety	Guild	non-S	1.0
Police Officer	31	Public Safety	Guild	non-S	1.0
Police Officer	32	Public Safety	Guild	non-S	1.0
Police Officer	33	Public Safety	Guild	non-S	1.0
Police Officer	34	Public Safety	Guild	non-S	1.0
Police Officer	35	Public Safety	Guild	non-S	1.0
Police Officer	36	Public Safety	Guild	non-S	1.0
Police Officer	37	Public Safety	Guild	non-S	1.0
Police Officer	38	Public Safety	Guild	non-S	1.0
Police Officer	39	Public Safety	Guild	non-S	1.0
Police Officer	40	Public Safety	Guild	non-S	1.0
Police Officer	41	Public Safety	Guild	non-S	1.0
Police Officer	42	Public Safety	Guild	non-S	1.0
Police Officer	43	Public Safety	Guild	non-S	1.0
Police Support Officer	44	Public Safety	AFSCME	13	1.0
Police Support Services Technician	45	Public Safety	AFSCME	11	1.0
Police Support Services Technician	46	Public Safety	AFSCME	11	1.0
Police Support Services Technician	47	Public Safety	AFSCME	11	1.0
				2023 Department Total:	28.0
				2024 Department Total:	28.0

Position Title	Position Control Number	Department Division	Group	Salary Grade	Full-Time Equivalent
Public Works Director	48	PWDS	Non-Rep	C	1.0
Planning and Development Manager	49	PWDS	Non-Rep	G	1.0
<b>City Engineer<sup>7</sup></b>	50	PWDS	Non-Rep	F	1.0
<b>Project Engineer<sup>8</sup></b>	51	PWDS	AFSCME	18	1.0
Project Engineer	52	PWDS	AFSCME	18	1.0
Surface Water Engineer	64	PWDS	AFSCME	18	1.0
Senior Planner	53	PWDS	AFSCME	18	1.0
<b>Planner<sup>9</sup></b>	54	PWDS	AFSCME	16	1.0
Associate Planner / Permit Coordinator	55	PWDS	AFSCME	14	1.0
<b>Public Works Maintenance and Operations Manager<sup>10</sup></b>	56	PWDS	Non-Rep	J	1.0
Maintenance Worker	57	PWDS	AFSCME	12	1.0
Maintenance Worker	58	PWDS	AFSCME	12	1.0
Maintenance Worker	59	PWDS	AFSCME	12	1.0
Maintenance Worker	60	PWDS	AFSCME	12	1.0
Maintenance Worker	61	PWDS	AFSCME	12	1.0
Maintenance Aide - Seasonal	62	PWDS	Non-Rep	1	0.4
Maintenance Aide - Seasonal	63	PWDS	Non-Rep	1	0.4
				2023 Department Total:	15.8
				2024 Department Total:	15.8

2023 Year-Round:	58.2
2024 Year-Round:	58.2
Seasonal:	0.8
2023 City Total:	59.0
2024 City Total:	59.0

**Summary of changes from 2021-22 to 2023-24 Budget:**

- 1 - Title change from Assistant City Manager
- 2 - Splitting position into both the Clerk and Executive budgets
- 3 - Title change from Director based on City needs & responsibilities - Salary grade decrease: From D to F per market data.
- 4 - New Position
- 5 - New Position
- 6 - Title Change from Police Chief
- 7 - Salary Grade Increase: From H to F per market data.
- 8 - New Position
- 9 - New Position
- 10 - Title Change from Public Works Operations Manager

All changes effective 01/01/2023.



**City of Mill Creek**  
**Pay & Classification Plan: AFSCME 2023 8-Step Pay Plan (01.01.2023)**

Salary Grade	Position Title	Pay Period	1	2	3	4	5	6	7	8
22	<b>Information Systems and Technology Manager</b>	Annual	94,099	97,863	101,777	105,848	110,082	114,486	119,065	123,828
		Monthly	7,842	8,155	8,481	8,821	9,174	9,540	9,922	10,319
		Hourly	45.2399	47.0494	48.9314	50.8887	52.9242	55.0412	57.2428	59.5326
18	<b>Staff Accountant, Senior Planner, Project Engineer, Surface Water Program Coordinator</b>	Annual	77,416	80,513	83,733	87,083	90,566	94,189	97,956	101,874
		Monthly	6,451	6,709	6,978	7,257	7,547	7,849	8,163	8,490
		Hourly	37.2193	38.7081	40.2564	41.8667	43.5413	45.2830	47.0943	48.9781
14	<b>Associate Planner/Permit Coordinator</b>	Annual	63,690	66,237	68,887	71,642	74,508	77,488	80,588	83,811
		Monthly	5,307	5,520	5,741	5,970	6,209	6,457	6,716	6,984
		Hourly	30.6201	31.8449	33.1187	34.4434	35.8211	37.2540	38.7441	40.2939
13	<b>Comm &amp; Mktg Coord, Police Support Officer</b>	Annual	60,658	63,084	65,607	68,231	70,961	73,799	76,751	79,821
		Monthly	5,055	5,257	5,467	5,686	5,913	6,150	6,396	6,652
		Hourly	29.1623	30.3288	31.5419	32.8036	34.1157	35.4804	36.8996	38.3755
12	<b>Maintenance Worker, Accounting Technician</b>	Annual	57,770	60,080	62,484	64,983	67,582	70,285	73,097	76,021
		Monthly	4,814	5,007	5,207	5,415	5,632	5,857	6,091	6,335
		Hourly	27.7738	28.8848	30.0402	31.2418	32.4914	33.7911	35.1427	36.5484
11	<b>Police Support Services Technician</b>	Annual	55,018	57,219	59,508	61,888	64,364	66,938	69,616	72,401
		Monthly	4,585	4,768	4,959	5,157	5,364	5,578	5,801	6,033
		Hourly	26.4512	27.5092	28.6096	29.7540	30.9441	32.1819	33.4692	34.8080
7	<b>Customer Service Representative</b>	Annual	45,263	47,073	48,956	50,915	52,951	55,069	57,272	59,563
		Monthly	3,772	3,923	4,080	4,243	4,413	4,589	4,773	4,964
		Hourly	21.7610	22.6314	23.5367	24.4782	25.4573	26.4756	27.5346	28.6360

## *2021 Labor Agreement*

<b>Non-Sgts</b>						
	Step A	Step B	Step C	Step D	Step E	Step F
Ref.	0-12m	13-24m	25-36m	37-48m	49-60m	61+ m
2020	\$5,695	\$6,045	\$6,396	\$6,746	\$7,096	\$7,633
2021	\$5,809	\$6,166	\$6,524	\$6,881	\$7,238	\$7,786
	33.51 hr	35.57	37.64 hr	39.70 hr	41.76 hr	44.92 hr
<b>Sergeants</b>			Step A	Step B	Step C	
			Ref.	0-12m	13-24m	25+ m
			2020	\$8,016	\$8,417	\$8,838
			2021	\$8,176	\$8,585	\$9,015

\*With Education incentive  
(Masters): max pay at  
\$98,103.60 annually &  
\$8,175.30 monthly

# Appendix C

## Community Overview

## **Community Overview**

Incorporated in 1983, the City of Mill Creek is the eighth-largest city in Snohomish County, Wash., and is home to just over 20,000 people. Mill Creek is a physically active community with 10 attractive neighborhood and community parks, more than 23 miles of nature trails and recreational facilities that support diverse recreational opportunities.

A vibrant, safe and friendly community, Mill Creek is a great destination for shopping and gathering. The award-winning Mill Creek Town Center and other business developments feature many fine retail shops and restaurants. Mill Creek offers an exceptional community experience, where natural beauty is preserved, neighborhoods flourish, businesses thrive, and recreational opportunities abound.

Mill Creek offers a hometown atmosphere with the culture and many of the amenities of urban living.

## **History**

### **Early Years**

Known as Wintermute's Corner in the early 1900s, the 164<sup>th</sup> Street/SR527 intersection was home to a grocery, a farm that grew produce for the grocery, and a gas station. At a time when SR 527 was hardly more than a buggy trail, Greyhound bus service-connected Seattle to Everett, and Wintermute's grocery was a bus stop along the route. Bus service ended when Highway 99 was constructed, and the property occupied by the grocery eventually became QFC and the truck farm ultimately became Albertsons. Not far from the intersection, businesses included the Hercules.

Dynamite Factory (now City Hall South) and a gravel pit (now the Mill Creek Library and Veterans Monument).

The land that would eventually become Mill Creek was originally owned by William Henry Gates (grandfather of Microsoft founder Bill Gates) and was purchased directly from the federal government in 1890, before Washington became a state. The land was eventually sold off to other homesteaders, like Frederick Shaw who purchased 150 acres for \$5.61 in gold and named it Lake Dell Farm. In 1931, Dr. Manch Neville Garhart, a Seattle physician, purchased those 150 acres, and ultimately owned 800 acres.

In 1934, Garhart petitioned Snohomish County for rights to construct a dam on Penny Creek, which ran through the farm, to create a lake. He contracted with the University of Washington Engineering department to design and construct it. Once the dam was completed, a fish ladder was installed, and the lake was stocked with rainbow trout. However, the peat bog in Thomas Lake that fed into Penny Creek created so much silt and sludge that the fish turned brown and were unable to spawn. The dam was decommissioned, and the lake eventually became part of the Mill Creek Nature Preserve. The Garhart family operated the farm, raising livestock and growing produce, until 1968 when portions of the property were sold to Seattle developer Elmer Kerns to build three golf courses and a residential community.

## **Development of Mill Creek**

The land changed hands several times before ultimately being purchased by Tokyu Land Development Ltd. (Hawaii) in 1972 and developed by United Development Corporation. Their final plan projected a citywide total of over 4,600 dwelling units and a population of 12,000-14,000 when construction was completed. In 1972, the Mill Creek Community Association was created, and a town center began to grow at the corner of SR527 and 164<sup>th</sup> Street SW.

## **Incorporation**

As the community grew and the cost of operating its own services increased, residents realized the need for expanded services beyond their own security force and street sweepers. Because the association already had infrastructure in place to support a city, including streets and utilities, and land earmarked for a municipal building and a school, as well as a stable mixed tax base from residential and business, it was decided to pursue incorporation rather than annexation to Everett or Lynnwood. Incorporation was approved by Mill Creek voters in September 1983. The City Council was elected, and a Planning Commission was appointed. In 1987, the Parks and Recreation Advisory Board was established.

At the time of incorporation in 1983, the City of Mill Creek encompassed about 1,160 acres, or approximately 2 square miles. Since then, the City has more than doubled in area through 17 annexations and now measures approximately 2,994 acres or 4.68 square miles. The City's population is currently estimated to be just over 20,000.

## **Mill Creek's Legacy**

Mill Creek has preserved its natural beauty and its history, and become a vibrant, safe, friendly and active community. The Garhart dam and fish ladder are part of the Mill Creek Nature Preserve, and a plaque behind the Mill Creek Community Association sign on the northeast corner of SR527 and 164<sup>th</sup> Street SE commemorates the contribution of the Garharts to the beginnings of the community. Although there was not originally a waterway named Mill Creek, the City received permission from Washington State in 2001 to rename Smokehouse Creek as Mill Creek.

## **Growing Community**

Mill Creek is exceptionally well-planned and has managed to retain much of its small-town charm over the last several years of growth and community development.

Developed in 2002, Mill Creek Town Center is a lifestyle center featuring more than 80 shops, restaurants, and services. It attracts residents and visitors to dine, shop, relax and explore, and recently was named “the best lifestyle center in Washington state.” The growth of Town Center as a pedestrian-friendly shopping destination, as well as the development of other businesses along Mill Creek’s main corridors, supports economic development goals. In addition, there are newer developments (such as those along the 132nd Street SE and 164th Street SE corridors) and growth opportunities that provide diverse offerings for Mill Creek residents and people from neighboring communities.

Aside from the landscape, buildings, shopping and services, the character and personality of the community is defined in large part by Mill Creek’s residents. Even the casual visitor will quickly notice the residents care about their city and their fellow citizens.

## **Active Lifestyles**

In addition to attractive neighborhood and community parks, the City is home to the Mill Creek Sports Park, which serves 3,825 youth annually and is home to many soccer, baseball and softball teams. It also is used for several regional and state tournaments each year. The community uses it when not occupied by rental groups.

Parks and trails are a hallmark of the city, with over 23 miles of nature trails including the scenic North Creek Trail that runs along the North Creek Greenway from McCollum Park to the southern city limits.

There is a private golf course around which the original community was built, as well as a nature preserve through which Penny Creek flows.

In early 2017, an Arena Sports and Entertainment facility was constructed. The 98,000 square-foot facility features an indoor soccer and futsal fields and programming, as well as a full-service family entertainment center that includes bowling (mini and full-size lanes), a multi-floor laser tag arena, rock climbing tower, two-story indoor ropes course, inflatable FunZone and more than 100 arcade games. The expansive facility is the premier party and event destination and sporting facility for the area.

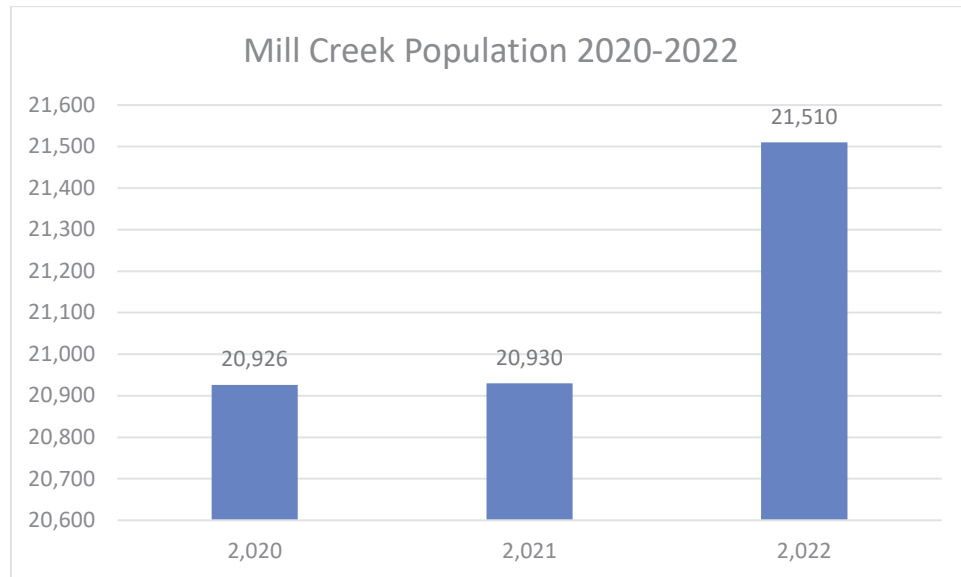
Being close to the Puget Sound and the snow-capped peaks of the Cascade Mountains, recreational opportunities such as boating and skiing are just a short drive away. Nationally ranked year-round golf courses are nearby.

## **Climate**

Mill Creek's climate is temperate and relatively mild. The area's reputation for rainy days comes from the frequency and not the total accumulated rainfall. In fact, its annual average rainfall is approximately 36 inches, less rain than New York, Atlanta, or Houston. Summers and early fall are marked by gorgeous, sunny days.

## **Demographics**

Statistics based on 2020 Census.



### **Age**

Under 5 years	1,146
5 to 9 years	1,210
10 to 14 years	1,411
15 to 19 years	1,116
20 to 24 years	1,059
25 to 29 years	1,613
30 to 34 years	1,429
35 to 39 years	1,516
40 to 44 years	1,342
45 to 49 years	1,510
50 to 54 years	1,371
55 to 59 years	1,501
60 to 64 years	1,209
65 to 69 years	1,114
70 to 74 years	684
75 to 79 years	706
80 to 84 years	314
85 years and over	414



## Male vs. Female

Male	47%
Female	53%

## Race

White	63%
Black or African American	3%
American Indian and Alaska Native	0%
Asian	20%
Native Hawaiian and Other Pacific Islander	0%
Some Other Race	3%
Population of two or more races:	10%

## Household Income

Total	
Less than \$10,000	1.1%
\$10,000 to \$14,999	0.4%
\$15,000 to \$24,999	2.3%
\$25,000 to \$34,999	1.2%
\$35,000 to \$49,999	4.4%
\$50,000 to \$74,999	8.8%
\$75,000 to \$99,999	9.6%
\$100,000 to \$149,999	24.0%
\$150,000 to \$199,999	17.4%
\$200,000 or more	30.9%
Median income (dollars)	144,219
Mean income (dollars)	172,911

## Educational Attainment

### Population 25 to 34 years

High school graduate or higher	100.00%	100.00%	100.00%
Bachelor's degree or higher	54.60%	49.80%	59.90%

### Population 35 to 44 years

High school graduate or higher	99.40%	98.90%	100.00%
Bachelor's degree or higher	61.80%	58.10%	66.00%

### Population 45 to 64 years

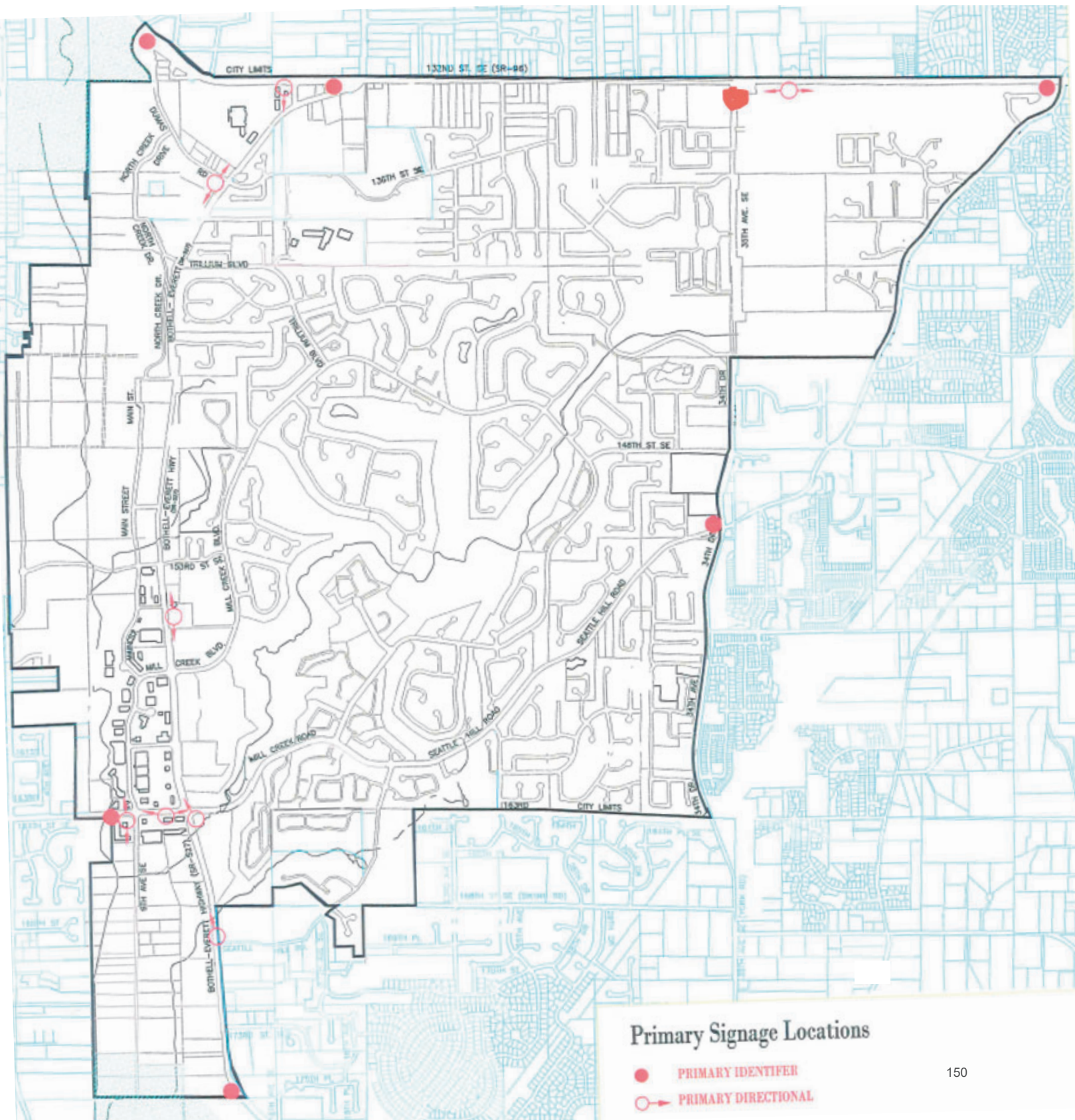
High school graduate or higher	95.70%	96.50%	94.90%
Bachelor's degree or higher	48.20%	55.80%	41.40%

### Population 65 years and over

High school graduate or higher	94.00%	91.10%	95.80%
Bachelor's degree or higher	43.90%	51.30%	38.90%

### Overall

High school graduate or higher	96.90%	96.80%	97.00%
Bachelor's degree or higher	51.20%	54.10%	48.50%



# Appendix D

## City Council Members

## City Councilmembers



**Brian Holtzclaw, Mayor**

### Position #4

Holtzclaw moved into Mill Creek's Brighton neighborhood in October 2003. With a background in real estate development law, he has been interested in land-use and development issues for years. In 2014, he joined the City Council to bring oversight to the existing administration, to help address community concerns and to shape the community's growth. One priority for him is for the Council to move forward with a decision on what to do with the undeveloped property owned by the City adjacent to the Mill Creek Sports Park. He also seeks collaborative partnerships with other entities within Snohomish County to determine how to best address the needs of Mill Creek in a way that bolsters the City's economic development and tourism offerings. Holtzclaw is in-house legal counsel for a home building - land development company focusing on land-use and real-estate development issues. He obtained his law degree at the University of Puget Sound (now Seattle University). He also holds a degree in economics from Whitman College. When not focusing on law or City matters, he is an avid cyclist. His term expires Dec. 31, 2025.



**Stephanie Vignal, Mayor Pro Tem**

**Position #2**

Vignal is a four-year resident of Mill Creek. Since moving to Mill Creek with her family, she has been civically engaged, including serving on the Park and Recreation Board. She is passionate about helping the City develop economic prosperity while carefully balancing it with long-term planning that underscores a livable community. She holds a degree in business administration from Gardner-Webb University. She previously served as a property manager. Her term expires Dec. 31, 2025.



**John Steckler, Councilmember**

**Position #1**

Steckler is a 23-year resident of Mill Creek. Steckler and his wife fell in love with Mill Creek when they were looking for a place in which to raise their family. It was more than a place to live; Steckler and his family have established their roots in Mill Creek. As such, he decided to give back as much to the community as he could. Steckler has volunteered for many years in the local schools and scouting organizations. He is a Rotarian, as well as a charter member and board member of the newly formed Kiwanis Club of Mill Creek. After a deeply satisfying career in sales, marketing and operations, Steckler is semi-retired, but provides freelance consulting work in strategic planning and marketing for small- and mid-sized companies. His professional passion is to foster strategic growth wherever has opportunity. The City of Mill Creek is no exception. Appointed to fill a vacancy in 2018, Steckler sees an opportunity to position the City for long-term success while ensuring it grows in the right way. He earned a bachelor's degree from the University of Washington. In his free time, he enjoys activities on the water including boating and fishing. He also is active in theater arts. His term expires Dec. 31, 2025.





**Connie Allison, Councilmember**

**Position #3**

Councilmember Connie Allison is an eleven-year resident of Mill Creek and a lifelong resident of Western Washington. Connie has enjoyed a career at Boeing, working in Engineering and Program Management, where she is currently leading a team in Boeing Global Services. Connie holds a Bachelor of Science in Business Administration from City University of Seattle.

Elected to the City Council in November of 2021, Connie strives to ensure Mill Creek remains a safe and fiscally sound City – by supporting policies that ensure the City will be strong now and in the future.

She enjoys knitting, fishing on the Puget Sound, traveling, and learning about new cultures in her downtime. Connie's term expires on December 31, 2025.





**Vince Cavaleri, Councilmember**

#### Position #5

Cavaleri moved to the Webster's Pond neighborhood of Mill Creek in 2004. In 2015, he was appointed to a vacant position on the City Council. Cavaleri subsequently was elected to a four-year term in November 2015. His service stems from a desire to be a fiscal representative for the community; he strives to ensure the City provides a superior level of service without implementing high taxes. During his tenure, the City has balanced its budget and saved millions of dollars on the City Hall and Annex renovation. A deputy with the Snohomish County Sheriff's Office for more than 18 years, he also is passionate about keeping citizens safe without intruding on their civil liberties, and approaches decisions from this mindset. Cavaleri is a parks and recreation liaison for the City, advocating for green open spaces that are a clean and appropriate for all ages. He also serves on the Water Resource Inventory Areas 8 board, which handles surface water and ecological issues. During his down time, Cavaleri enjoys physical activities like hiking, biking, hot yoga and working out. His term expires Dec. 31, 2023.



**Melissa Duque, Councilmember**

**Position #6**

Councilmember Melissa Duque is committed to ensuring Mill Creek continues to be a community where people feel safe, have access to green spaces, and where residents and businesses flourish. She has volunteered with the City over the last few years and has recently been Chair of Mill Creek's Parks & Recreation Board.

Professionally, Melissa is a project manager with a background in communication strategy and more than a decade of working with nonprofits and foundations. "I know that effective communication is a two-way street," shares Melissa. "For us to continue to be a thriving community, we need to listen and engage with residents."

Melissa and her husband have two adventurous young boys, and as a family, enjoy the many parks and recreational programs the City has to offer. She holds a Bachelor of Arts in Journalism and History from California State University, Long Beach. Melissa's term expires on December 31, 2023.



**Sean Paddock, Councilmember**

**Position #7**

Paddock is dedicated to a Mill Creek that is safe, prosperous and vibrant, offering a high quality of life for all of us - residents, businesses and visitors. "I believe my communication and working style will foster and enhance a positive and collaborative working relationship amongst the community, Council, and between Council and the City Manager," said Paddock.

Paddock comes to the Council from the Mill Creek Planning Commission. He has three decades of leadership in finance, strategy and technology - leading business transformation and innovation for large and small companies across our region - as well as participating in service work across several community-supportive organizations.

Paddock holds a Bachelor of Science in Business Administration, with emphasis on Finance and Accounting, from San Diego State University with post-graduate work at Stanford Graduate School of Business and Pepperdine Caruso School of Law. Sean is married to a public-school educator, father of three adult daughters, and is a grandfather, enthusiastic runner and reluctant swimmer. His term expires Dec. 31, 2023.

# Appendix F

## Property Tax Scenario



# Property Tax

**Ordinance / Resolution No.** 2022-885  
**RCW 84.55.120**

**WHEREAS**, the City of Mill Creek has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2023; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 6,566,891.84; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2023 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 0.00  
which is a percentage increase of 0 % from the previous year. This increase is exclusive of  
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 8 day of November, 2022.

Brian Haffet, Mayor  
Alex Sandline, Acting City Clerk

[Signature]  
City Attorney

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

# 2022 TAX DOLLAR BREAKDOWN

 <p>EVERETT SCHOOL DISTRICT NO 2 \$0.37</p>	<p>WASHINGTON STATE \$0.30</p>	<p>CITY OF MILL CREEK \$0.18</p>	<p>SNOHOMISH COUNTY \$0.06</p>	<p>SNO-ISLE LIBRARY \$0.04</p>	<p>SURFACE WATER UTILITY \$0.03</p>	<p>CENTRAL PUGET SOUND REGIONAL TRANSIT \$0.02</p>
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# Historical Increases

2012: 0%

2013: 1%

2014: 0%

2015: 0%

2016: .953%

2017: 1%

2018: 0%

2019: 1%

2020: 0%

2021: 1%

4.953% increase over 10 yrs



# City of Mill Creek Property Tax – Regular Levy Examples

• 2022 Assessed Value	\$ 5,094,563,007	
• 2022 City of Mill Creek Regular Levy (actual)	\$ 6,566,891.84	
○ Tax Rate per 1,000	1.28900002433	
○ 2022 Tax for home value \$500,000	\$ 644.50	

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## Change in valuation during 2022

• 2022 New Construction & Added Improvement	\$ 20,421,100	+0.4%
• 2022 Revaluation	\$ 1,760,436,323	+34.56%
<b>2022 Preliminary Assessed Value</b>	<b>\$6,875,420,430</b>	<b>+34.96%</b>

## City of Mill Creek Property Tax – 0% Regular Levy Example

2023 Preliminary Assessed Value \$ 6,854,999,330

- 0% levy increase is \$ 0.00
- 2022 Regular Levy w/ 0% increase (*less fire*) \$ 4,230,743.11
- Tax Rate per 1,000 = 0.617176298105

- 2022 estimated tax for home value \$500,000 (example) = \$644.50
- 2023 estimated tax for home value (\$500,000+34.96%) \$672,800 = \$415.24

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### For Reference

- 2022 tax for home valued at \$500,000
  - 2022 Tax Rate per 1,000: 1.28900002433
  - $\$500,000/1000=\$500 > \$500 * 1.28900002433 = \$644.50$
- 2023 tax for home value \$672,800 (500k house in 2022 w/ 34.56% increase)
  - 2023 Tax Rate per 1,000: .617176298105
  - $\$672,800/1000= \$672.80 > 672.80 * .617176298105 = \$415.25$

## General Fund Regular Property Tax (2023) - 0%

**2022 Assessed Value for 2023 property tax collection \$6,854,999,330**

*Current Budget Year (2023) highest lawful levy amount \$ 6,664,159.66*

Previous year (2022) levy amount \$ 6,566,891.84

0.0 % increase over previous year levy

Estimated new 2022 construction \$ 26,322.80

Estimated refund amount \$ 0

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**Total levy amount for 2023 \$4,230,743.11 (2022 levy – fire + construction)**

Total dollar **decrease** over previous year (2022) \$ 2,336,148.73

Percent **decrease** over previous year (2022) 36%

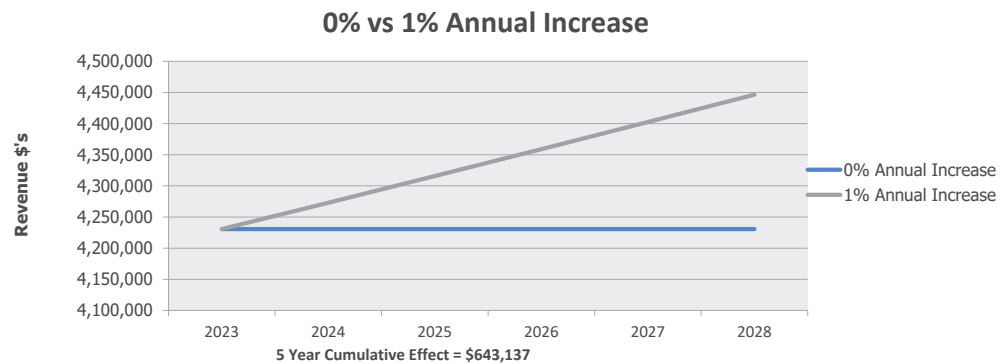
***Note: Current Banked Capacity \$97,267.82***

## City of Mill Creek Property Tax – Fire Service Impact

- 2023 Regular Property Taxes Estimated at \$4.2 million (\$.62 per 1,000)
  - EMS Levy expires December 31, 2022 and will not be collected in 2023 (\$1.8 million)
  - January 1, 2023 – South County Fire Provides Mill Creek with Fire Services
  - Regular Property Tax – \$2.3 million decrease for 2023 (\$2.5 million less fire station & fire marshal)
  
- \$1.8 million - EMS levy collected in 2022 for the annual fire contract expense
- \$2.5 million - Regular Property Tax used to cover the annual fire contract expense
- \$4.3 million - Annual Fire Contract with Snohomish Regional Fire & Rescue for 2022
  
- **\$ 204,544.75** – 2023 Remaining Fire Marshal Services & Annual Fire Station Payment

## Property Taxes: 0% vs 1% (Compounding Effect)

	Base Year					
	2023	2024	2025	2026	2027	2028
0% Annual Increase	4,230,743	4,230,743	4,230,743	4,230,743	4,230,743	4,230,743
1% Annual Increase	4,230,743	4,273,051	4,315,781	4,358,939	4,402,528	4,446,554
Increase Over Base Year		42,307	85,038	128,196	171,785	215,810
Cumulative Increase		42,307	127,345	255,541	427,326	643,137



# Appendix G

## 2023-2028 Capital Improvement Plan

ORDINANCE NO. 2022 -887

AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON ADOPTING THE 6-YEAR CAPITAL IMPROVEMENT PLAN FOR YEARS 2023-2028 IN ACCORDANCE WITH THE CITY'S BIENNIAL BUDGET PROCESS, COMPREHENSIVE PLAN, AND THE GROWTH MANAGEMENT ACT.

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**WHEREAS**, the City of Mill Creek utilizes a biennial budget process and will be adopting its operating budget with accompanying appropriations for years 2023 and 2024; and

**WHEREAS**, the City of Mill Creek routinely adopts a capital improvement plan with a 6-year planning horizon to comply with the City Comprehensive Plan and the State of Washington Growth Management Act; and

**WHEREAS**, the Mill Creek City Council held study sessions on the proposed draft six-year capital improvement plan on September 27 and October 11, 2022, in which the Mill Creek City Council provided direction to staff for finalizing the proposed plan; and

**WHEREAS**, following timely notice, on November 1, 2022 the Mill Creek City Council held a public hearing on the 2023-2028 Capital Improvement Plan; and

**WHEREAS**, the Mill Creek City Council now desires to adopt the 2023-2028 Capital Improvement Plan presented in **Exhibit A**, containing a summary of funded projects and description of each project's planned funding schedule, attached and incorporated herein; and

**WHEREAS**, the Mill Creek City Council will adopt a companion ordinance contemporaneous with this Ordinance, adopting the 2023-2024 biennial budget;

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

**Section 1. Findings.** The Mill Creek City Council adopts the foregoing recitals as its findings and conclusions concerning the matters described therein, also intending thereby to provide a record of the process involved in its consideration.

**Section 2. Adoption.** The City of Mill Creek City Council hereby adopts the 2023-2028 Capital Improvement Plan attached and incorporated hereto as **Exhibit A**.

**Section 3. File Copy.** The City Clerk is directed to keep on file with the records of the City of Mill Creek a complete and accurate copy of this Ordinance and the 2023-2028 Capital Improvement Plan to be available for public inspection and to transmit a certified

copy of this ordinance to the Auditor of the State of Washington, Division of Municipal Corporations and to the Association of Washington Cities.

Section 4. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 5. Publication and Effective Date. This ordinance shall be in full force and effect five days after its passage and publication.

Section 6. Upon approval by the city attorney, the city clerk or code reviser are authorized to make necessary corrections to this Ordinance, including scrivener's errors or clerical mistakes; references to other local, state or federal laws, rules or regulations; or numbering or referencing of ordinances or their sections or subsections.

Passed in open meeting this 29 day of November, 2022 by a vote of 7 for, 0 against, and 0 abstaining.

APPROVED:

  
BRIAN HOLTZCLAW, MAYOR

ATTEST/AUTHENTICATED:

  
NAOMI FAY, CITY CLERK

APPROVED AS TO FORM:

  
GRANT DEGGINGER, CITY ATTORNEY

FILED WITH THE CITY CLERK: 11.29.22  
PASSED BY THE CITY COUNCIL: 11.29.22  
PUBLISHED: 12.7.22  
EFFECTIVE DATE: 12.12.22  
ORDINANCE NO. 2022-887



# **EXHIBIT A**

## **2023-2028 CAPITAL IMPROVEMENT PLAN**

**Incorporated into:**

**2023 CAPITAL FACILITIES PLAN ELEMENT  
UPDATE**

**2023-2028 TRANSPORTATION  
IMPROVEMENT PLAN**

**FINAL**

**Compiled By:**

**DEPARTMENT OF PUBLIC WORKS &  
DEVELOPMENT SERVICES**

**Adopted November 29, 2022**

# INTRODUCTION AND GUIDANCE FOR READERS

This 2023-2028 Capital Improvement Plan for the City includes capital investments/purchases and capital infrastructure improvements, programmed in conjunction with the development of the 2023-2024 City Biennial Budget. Final approval of this plan by the City Manager and final adoption of this plan by the City Council will be completed simultaneously with the final adoption of the 2023-2024 City Biennial Budget.

The City is required by the Washington State Growth Management Act (GMA) to maintain a six-year plan, revised on a biennial basis (with the possibility of a second, mid-biennial update/revision). This plan also forms the basis for an update to the 2015 Comprehensive Plan's Capital Facilities Plan for 2023-2028. It is anticipated that this update will be used during 2023 and 2024 in the development and preparation of the City's 2025 Comprehensive Plan.

Much of this plan is developed from the 2023-2028 Engineering Services Project Plan of capital infrastructure projects, the design and construction of which will be led by the Engineering Services Group section of the City of Mill Creek Department of Public Works/Development Services. These Engineering Services Projects typically involved improvements to one or more of the following infrastructure categories owned and operated by the City of Mill Creek:

- Transportation/Right-of-Way, including both motorized and non-motorized routes
- Surface Water Utility
- City Parks
- City-owned Facilities

Upon approval of the City Manager and final adoption by the City Council, the Transportation-specific content of the Engineering Services Project Plan will become the 2023-2028 Transportation Improvement Plan, and be submitted to the State of Washington in accordance with the RCW. A City's Transportation Improvement Plan must be updated annually, with the next update to this plan scheduled for 2024.

It is typical of these comprehensive plans that there will be more projects and other capital investments/purchases identified as City needs and scoped for eventual delivery than can be reasonably delivered during the six-year planning period required by the GMA. Further, the availability of financing can substantially limit what can be reasonably delivered within the planning period.

Consequently, Engineering Services Projects in this plan document are broadly categorized as either "Programmed" (planned for delivery within the six year period) or "Unprogrammed" (not planned for delivery within the six year period).

During City Council adoption of the 2023-2024 City Biennial Budget, the Programmed Engineering Services Projects for 2023 will have funding allocated. Capital investments, purchases, and other capital improvements identified for the 2023-2024 period will also

have City funding allocated. Programmed Engineering Services Projects for 2025-2028 will remain unfunded until a future City budgetary process.

Typically, limitations on both the quantity and sizes of projects that can be Programmed into the six-year period project delivery are influenced by one or both of the following:

- Availability of appropriate source(s) and level(s) of funding for the proposed project
- Capacity of City staff, mainly engineering staff, to delivery the projects with a reliable adherence to both the allocated budget and the anticipated schedule

Contracted services provide a key role in the delivery of an Engineering Services Projects work plan. Although City staff may have the capabilities to provide elements of a project delivery, City staff typically need to provide a much wider range of City engineering services, and in fashions that are provided consistently, reliability, and with good quality control. Consequently, contracted engineering, inspection, specialized technical, and construction services substantially increases a Public Works Department's overall capability to deliver City engineering services.

It must be emphasized, however, that contracting out services, such as for the delivery of projects, does not remove all role for City staff in delivering those projects successfully. In addition to contract and overall project management and direction, City staff also provide quality assurance on behalf of the City, coordination of multi-department review services, coordination with City Council and City management on project status and issues resolution, and much of the public outreach and engagement associated with projects.

## Engineering Services Project Sheet Guidance

Each Engineering Services Project sheet has the following sections:

**Project Name:** A descriptive name for the project. Where possible, this project name refers to the geographical location of the project (e.g. street name, park name, building name, etc.).

**Project Number:** This is an assigned alphanumeric identifier for a project selected at time the project is scoped and included in this work plan (regardless of being "Programmed" or "Not Programmed" by that plan). These numbers use the following prefixes:

ST = Street/Motorized Projects  
NM = Non-Motorized Projects  
SW = Surface Water Utility Projects  
FA = Facilities Projects  
PK = Parks Projects

**Project Category:** Projects are divided into one of the following categories, based on what the project is meant to deliver:

New  
Replacement/Upgrade  
Rehabilitation/Renovation/Modification  
Non-Capitalized Engineering/Planning

**New Capital Asset:** Yes or No, does the project deliver new and/or replacement city infrastructure assets, primarily financial capitalization tracking

**Project Description:** A general summary description of what the project proposes to do. This summary may also supply background and/or referenced sources for the project, such as a project requirement of a City permit. If there is one or more other City projects that may be interrelated in the work plan, such as dependencies (i.e. one project that needs to be completed before the next, etc.), these are referenced in the project description.

**Anticipated Operations and Maintenance Impact of the Project:**

It is typically not possible to accurately quantify this during the Scoping stage of a project, when it is adopted into a Comprehensive Plan. But an initial assessment of the anticipated impact is discussed here.

**Expense Category:** Most project expenses are divided into one of three categories:

Design+Inspection/CM  
Construction  
Contingency

These expense categories do not incorporate City staff/in-house expenses associated with these projects.

“Design+Inspection/CM” includes all applicable studies, investigations, outside agency permits and/or review fees, external advertisement costs and similar expenses, etc.

If applicable, such as for a study rather than a construction project, “Plan/Study Development” will be used in lieu of “Design+Inspection/CM”. In the event a project will involve property acquisition or similar expenses, such as right-of-way (ROW) acquisition, that will typically be listed separately.

**Funding Sources(s):** The sources, including City and external funding sources, that are proposed to be used to allocate funds to projects.

# SUMMARY RESOLUTION OF 2021-2026 CAPITAL IMPROVEMENT PLAN

This section summarizes the resolution of the programmed and non-programmed projects that were previously included in the adopted 2021-2026 Capital Improvement Plan.

## Transportation

- **Mill Creek Blvd Sub Area Study – Completed**  
This project was completed in 2022.
- **Citywide Traffic Signal Upgrades – Ongoing**  
This project is still in progress and has been rolled into this 2023-2028 Public Works Engineering Services Project Plan as “164<sup>th</sup> St SE Signal Improvements” (City Project Number ST00015).
- **EGUV Spine Road (39<sup>th</sup> Ave SE to 44<sup>th</sup> Ave SE) – Returned to Concept Stage**  
The scope of this project was reviewed for the current Public Works Department work plan update as the original scope and goals of the project had become obsolete with the completion of The Farm and other changes in local needs. The project design also encountered substantial feasibility issues managing stormwater for a fully multi-modal street, resulting in a substantial cost for very little benefit.  
  
This project was returned to the concept stage in order to be rescoped and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “133<sup>rd</sup> St SE ROW Extension Improvements” (City Project Number NM00006).
- **Crosswalk Upgrades – Ongoing**  
This project is still in progress and has been rolled into this 2023-2028 Public Works Engineering Services Project Plan as “Mill Creek Elementary/Heatherwood School Crosswalk Improvements” (City Project Number NM00001).
- **Complete Streets Pedestrian Improvements (including JHS Crosswalk) – Completed**  
This project was completed in 2022.
- **35<sup>th</sup> Ave Mid Block Crosswalk – Ongoing but Changed**  
This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “35<sup>th</sup> Ave SE New Crosswalk” (City Project Number NM00002).

- **Pavement Preservation Program – Replaced**  
The 2023-2028 Public Works Engineering Services Project Plan has broken out into individually identified, scoped, and budgeted projects what was previously collected together under the “umbrella” of this program name.
- **Street Pavement Marking Program – Returned to Concept Stage**  
Current internal staffing levels do not allow this annual program to be implemented as it was in the past, and so this has been returned to the concept stage in order to be rescoped and/or replaced in the future by additional equipment, materials, and resources for City operations and maintenance activities. This rescoping was not completed in time for the 2023-2028 Capital Improvement Plan, but is anticipated to be re-incorporated through a mid-biennial update to the plan.

In the meantime, pavement marking in the current department work plan has been addressed through a combination of limited-scale assignments to City operations and maintenance personnel that can be completed with current resources, strengthening policies and City standards of right-of-way permit approval defining responsibility for street striping and marking restoration by non-City right-of-way projects by utilities and others, and inclusion of striping restoration and/or enhancement with pavement preservation and other street and/or non-motorized projects.

- **Concrete Sidewalk Replacement Program – Replaced**  
The 2023-2028 Public Works Engineering Services Project Plan has broken out into individually identified, scoped, and budgeted projects what was previously collected together under the “umbrella of this project name”. In particular, the proposed Citywide ADA Transition Plan update project will take on much of the scope previously assigned to this project.
- **Bridge Monitoring and Improvement Program – Replaced**  
The scope of this project for inspection has been updated and introduced into this 2023-2028 Public Works Engineering Services Project Plan as “Citywide Bridge Inspection Project” (City Project Number ST00017). Future repair, rehabilitation, and/or improvement projects, when identified by inspection, will be programmed as individual capital improvement projects.
- **Traffic Safety and Calming Program – Replaced**  
This project, and the 2007 work plan it was based upon, has become obsolete with changing City needs, goals, traffic patterns and levels, and similar safety-related factors. The 2023-2028 Public Works Engineering Services Project Plan has broken out individually identified, scoped, and budgeted corridor study, public safety studies, and supporting projects; including what was previously collected together under the “umbrella of this project name”.
- **Street Tree Issues – Replaced**  
This project was not solidly scoped in the past, and no funds have been previously allocated for this past project. This project had remained in the Concept stage in the previous capital improvement plan.

Various elements of this project concept have been absorbed into City Operations and Maintenance work addressing street trees that are causing sidewalk and/or street problems. Addressing these efforts are evaluated and prioritized along with other sidewalk maintenance activities, and this work can include limited concrete panel replacements by our City Operations and Maintenance team.

It is expected that proposed and future street corridor projects will address replacement of sidewalks impacted by street trees in areas where the sidewalk cannot be rehabilitated using concrete shaving or similar methods (or those methods have already been applied). To an extent, concrete sidewalk replacement and/or restoration is also included in overall concrete Americans with Disabilities Act (ADA) replacements, and street/motorized and nonmotorized projects in general may involve sidewalk replacements (and, therefore, associated street tree replacements).

Finally, and if future department capacity allows for the delivery of this along with other City priorities, a more systematic and comprehensive street tree replacement scope can be considered for future department planning.

## Parks

- **Silver Crest Park – Ongoing**  
This project is still in progress and has been rolled into this 2023-2028 Public Works Engineering Services Project Plan as “Silver Crest Park Rehabilitation” (City Project Number 19-PARK-02). The old City project number was retained for this project to ensure continuity with State and County grant funding agreements.
- **Parks Restroom/Picnic Shelter Roof Replacement – Ongoing but Changed**  
This project scope has been rolled into this 2023-2028 Public Works Engineering Services Project Plan, but broken out into two individual park projects: “Pine Meadow Park Improvements” (City Project Number PK00002) and “Cougar Park Improvements” (City Project Number PK00003).
- **Trail Preservation Program – Replaced**  
This project has been superseded and replaced by City Operations and Maintenance work to address issues identified in this project scope. Trail and other walkway repairs are evaluated and prioritized along with other, similar City maintenance activities.
- **North Creek Trail Study – Ongoing but Changed**  
This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “North Creek Regional Trail Study” (City Project Number NM00006).
- **Property Conceptualization (Dobson/Remillard/Church/Cook) – Ongoing but Changed**  
This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as



“Dobson/Remillard/Church/Cook (DRCC) Master Plan” (City Project Number PK00001).

## Facilities

- **Historical Preservation Project – Completed**

This project was completed.

- **City Hall North and Library HVAC – Ongoing but Changed**

This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “City Hall North HVAC Replacement” (City Project Number FA00006). The library scope is in the process of being addressed in the near term through a Sno-Isle led jointly-funded project to both repair the library floor and upgrade other features and systems related to the Library building and tenant improvements.

- **City Hall North Roof and Seismic Retrofit – Ongoing but Changed**

This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “City Hall North Building Renovation” (City Project Number FA00007).

- **Public Works Workshop Value Engineering Study – Ongoing but Changed**

This project scope has been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as “Public Works Yard Facility Value Engineering Study” (City Project Number FA00003).

- **Entryway ADA Upgrades for City Hall and the Library – Ongoing but Changed (Partially Replaced)**

The portion of this project retained for the Library is still in progress and has been rolled into this 2023-2028 Public Works Engineering Services Project Plan as “Entryway ADA Upgrades for City Hall and the Library and Library Floor Repair” (City Project Number 19-BLDG-02). The old City project number was retained for this project to ensure continuity with the State grant funding agreement.

The portion of this project related to City Hall has become obsolete through changing ADA requirements and corrective repairs by City staff. Efforts are being made to divide facilities capital improvement projects into building/facility-specific projects in this and future Engineering Services Group Project Plans. Finally, a comprehensive update to the ADA Transition Plan for City facilities has been proposed (City Project Number FA00002) to provide, if necessary, future scope for ADA improvements to City facilities.

- **Emergency Operations Center (EOC) – Closed During December 2021 CIP Amendment**

This project scope involved the purchase of computers and other equipment in support of a future EOC for the City of Mill Creek. Presently, all the equipment purchases strategically important have been completed.

However, a future project will still need to be scoped and programmed to



renovate an appropriate space, including providing key EOC facility elements such as emergency utility services. This future project remains conceptual presently; and will be created and scoped once a suitable City facility location has been selected and the scope of renovation required has been estimated.

- **Gateway and Presence Improvement – Returned to Concept Stage**  
This project was conceived, but not scoped. Consequently, it has not reached the point that it can be included among the Programmed or Unprogrammed projects of this work plan.

However, identification of City goals and objectives by our Communications and Marketing team are anticipated to continue. Consequently, a new version of this project is anticipated to be scoped for a future capital improvement plan in order to construct the signs and/or other improvements conceived during the anticipated Communications and Marketing team-lead effort.

## Surface Water Utility

- **Surface Water Aging Infrastructure Program – Replaced**  
The 2023-2028 Public Works Engineering Services Project Plan has broken out into individually identified, scoped, and budgeted projects what were previously collected together under the “umbrella” of this program name.

Two projects within the “umbrella” of this project are already ongoing: the 2021 Stormwater Pipe Repair project (anticipated to be completed by the end of 2022) and the 2022 Pipe Rehabilitation project (anticipated to roll into 2023). If needed, funding for these projects will roll into the 2023-2028 Public Works Engineering Services Project Plan.

- **Catch Basin Program – Replaced**  
The 2023-2028 Public Works Engineering Services Project Plan has broken out into individually identified, scoped, and budgeted projects what was previously collected together under the “umbrella” of this program name. This includes splitting inspection activities associated with catch basins and City-owned stormwater facilities from contracted and/or staff-performed projects to provide cleaning, repair, or similar maintenance activities.
- **Citywide Street Storm Pipe Extensions – Replaced**  
This previous project was adopted in late 2021 as a mid-biennium authorization to complete a few small stormwater conveyance correction projects that had been identified. Unfortunately, staffing levels in 2022 were too low to implement these projects. Each of the corrections that were included in this project scope have been revised and re-programmed in this 2023-2028 Public Works Engineering Services Project Plan as individual projects.
- **Lower Mill Creek Road Basin Surface Water Retrofit – Returned to Concept Stage**  
The goals and objectives for the project have become obsolete, with changes to both stormwater related regulations and changing City needs. Consequently,

this project is removed. Future water quality retrofit projects will be scoped and included in future capital improvement plans.

No funds were previously allocated to this project, as it was previously only programmed for future years in past capital improvement plans.

## Projects Not Programmed

Projects listed in this section were never programmed into a 6-year capital improvement plan, but were either conceived or scoped as potential future projects. None of these projects were approved and/or funds allocated.

Unless otherwise indicated below, the following projects have been canceled and removed from the Engineering Services Project ledger for the 2023-2028 Public Works Engineering Services Project Plan. Many of the projects involve capital improvements of signalized intersections operated by the Washington State Department of Transportation (WSDOT), and the current interagency agreement between WSDOT and cities like Mill Creek largely assigns responsibility for such capital improvements to the state.

In several cases below, future projects may be considered that contain elements of the following projects. These projects may involve partnerships with WSDOT, Snohomish County, and others based on location. When those future projects are considered, they will be individually scoped, estimated, and programmed in future capital improvement plans.

- **EGUV Spine Road West Connection**
- **SR 96 at Dumas Road Intersection Improvements**
- **SR 96 at 35<sup>th</sup> Avenue Intersection Improvements**
- **SR 527 / 164<sup>th</sup> Street Intersection Improvements – Replaced (see City Project Number ST00007)**
- **SR 527 / SR 96 Intersection Improvements**
- **Old Seattle Hill Road at SR 527 Improvements**
- **164<sup>th</sup> St/Mill Creek Blvd Intersection Improvements – Replaced (see City Project Number ST00008)**

# CITY CAPITAL INVESTMENTS/PURCHASES SUMMARY

Most departments in the City of Mill Creek can propose capital investments, purchases, or similar acquisition and implementation projects, in addition to the more traditional design-construction projects administered by the Engineering Services Group within the City of Mill Creek Department of Public Works/Development Services. Although not all are literal infrastructure improvement projects, these capital investments and improvements to the City are also implemented to meet the goals and requirements of the 2015 Comprehensive Plan.

Typically, these sorts of capital expenditures represent purchases and investments that either fully replace City assets, or else improve or add assets the City does not already possess. Office or field supplies, materials or services for use of existing assets (such as vehicle fuel or maintenance), consultants and/or professional services, City staff members, existing software license fees and similar information-services expenses, memberships or dues, and repairs to City assets are all not typically included. As a general rule, if an asset expense is greater than \$ 25,000 and is expected to have a minimum 5-year operational use or “life”, it has been included.

These capital expenditures and their funding plans are further detailed in other sections of the 2023-2024 City Biennial Budget, but summaries are included in this section to meet the content compliance requirements of the Washington State Growth Management Act for public agency six-year capital improvement plans. These summaries are organized by City department, and include the following information:

- Name
- Estimated Expense
- Proposed Funding Source

## Information Technology Department

<b>Name:</b>	Citywide Desktop Refresh
<b>Estimated Expense:</b>	\$ 140,000.00
<b>Proposed Funding Sources(s):</b>	City General Fund (005 Account; 2023-2024)

## Police Department

<b>Name:</b>	Police Vehicle Replacement
<b>Estimated Expense:</b>	\$ 135,645.76
<b>Proposed Funding Sources(s):</b>	Equipment Replacement Fund (509 Account; 2023-2024)

TABLE 1 - 2023-2028 ENGINEERING SERVICES GROUP ASSIGNED PROJECT PLAN									
Project Name	City Project Number	Rollover/Current Project	2023	2024	2025	2026	2027	2028	Total 2023-2028
<b>Transportation Projects</b>									
<b>Street/Motorized</b>									
Mill Creek Blvd/164th St SE Corridor Study	ST00001	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
Citywide ROW ADA Transition Plan Update	ST00002	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Citywide Comprehensive Safety Action Plan	ST00003	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000
2023 Citywide Traffic Counts/Speed Study	ST00004	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
2025 Citywide Traffic Counts/Speed Study	ST00005	\$ -	\$ -	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ 17,000
2027 Citywide Traffic Counts/Speed Study	ST00006	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000
Mill Creek Blvd/Village Green Drive Corridor Study	ST00012	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ 280,000
Mill Creek Road/Seattle Hill Road Corridor Study	ST00013	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
Citywide Right-of-Way Asset Mapping Update	ST00014	\$ -	\$ 35,000	\$ 36,500	\$ 37,500	\$ 38,500	\$ 39,500	\$ 41,000	\$ 228,000
164th St SE Signal Improvements	ST00015	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000
On-call Engineering Permit Review and Inspection Services	ST00016	\$ -	\$ 90,000	\$ 93,000	\$ 95,500	\$ 98,500	\$ 101,500	\$ 104,500	\$ 583,000
Citywide Bridge Inspection Project	ST00017	\$ -	\$ 6,000	\$ -	\$ 8,000	\$ -	\$ 10,000	\$ -	\$ 24,000
<b>Non-Motorized</b>									
Mill Creek Elementary/Heatherwood School Crosswalk Improvements	NM00001	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
35th Ave SE New Crosswalk	NM00002	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ -	\$ -	\$ 194,000
Silver Crest Dr Pedestrian Improvements	NM00003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 2,220,000	\$ 2,770,000
North Creek Drive Pedestrian Improvements	NM00004	\$ -	\$ -	\$ -	\$ 420,000	\$ 1,680,000	\$ -	\$ -	\$ 2,100,000
North Creek Regional Trail Study	NM00005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
133rd St SE ROW Extension Improvements	NM00006	\$ -	\$ -	\$ -	\$ 500,000	\$ 230,000	\$ 948,000	\$ -	\$ 1,678,000
Citywide Safe Routes to Schools Assessment Study	NM00007	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
<b>Pavement Preservation Program</b>									
2023-2024 Overlay	ST90001	\$ -	\$ 105,000	\$ 1,315,000	\$ -	\$ -	\$ -	\$ -	\$ 1,420,000
2023-2024 Slurry Seal Microsurfacing	ST90002	\$ -	\$ 40,000	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ 510,000
2023 Street Concrete ADA Improvements	ST90003	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
2024-2025 Street Concrete ADA Improvements	ST90004	\$ -	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ 156,000
2025 Overlay	ST90005	\$ -	\$ -	\$ -	\$ 875,000	\$ -	\$ -	\$ -	\$ 875,000
2025 Slurry Seal Microsurfacing	ST90006	\$ -	\$ -	\$ -	\$ 530,000	\$ -	\$ -	\$ -	\$ 530,000
Five-Year Pavement Preservation Program Plan	ST90010	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000
2027 Overlay	ST90011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,565,000	\$ -	\$ 1,565,000
2027 Slurry Seal Microsurfacing	ST90012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710,000	\$ -	\$ 710,000
2027 Street Concrete ADA Improvements	ST90013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 189,000	\$ -	\$ 189,000
2028 Overlay	ST90014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,096,000	\$ 2,096,000
2028 Slurry Seal Microsurfacing	ST90015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,000	\$ 269,000
2028 Street Concrete ADA Improvements	ST90016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,000	\$ 197,000
Trillium Blvd Overlay and ADA Improvements	ST90017	\$ -	\$ -	\$ -	\$ -	\$ 3,080,000	\$ -	\$ -	\$ 3,080,000
Mill Creek Blvd Overlay and Rehabilitation	ST90018	\$ -	\$ -	\$ 250,000	\$ 1,320,000	\$ -	\$ -	\$ -	\$ 1,570,000
<b>Transportation Project Totals:</b>		\$ -	\$ 755,000	\$ 2,744,500	\$ 4,273,000	\$ 5,496,000	\$ 4,253,000	\$ 4,927,500	\$ 22,449,000

TABLE 1 - 2023-2028 ENGINEERING SERVICES GROUP ASSIGNED PROJECT PLAN									
Project Name	City Project Number	Rollover/Current Project	2023	2024	2025	2026	2027	2028	Total 2023-2028
<b>Surface Water Utility Projects</b>									
Mill Creek Rd Storm Pipe Extension	SW00001	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 930,000	\$ -	\$ 1,180,000
Mill Creek Blvd/161st St SE Storm Pipe Replacement	SW00002	\$ -	\$ -	\$ 392,000	\$ -	\$ -	\$ -	\$ -	\$ 392,000
159th Pl SE Storm Pipe Replacement	SW00003	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Seattle Hill Road/Village Green Drive Storm Pipe Extension	SW00004	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,000
North Creek Drive Stormwater Improvements	SW00006	\$ -	\$ -	\$ -	\$ 180,000	\$ 720,000	\$ -	\$ -	\$ 900,000
164th St Storm Pipe Extension	SW00009	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Emergency Spill Response & Cleanup	SW00010	\$ -	\$ 80,000	\$ 84,000	\$ 88,500	\$ 93,000	\$ 97,500	\$ 102,500	\$ 545,500
Mill Creek Blvd Stormwater Subbasin Plan	SW00011	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000
Citywide Stream Water Quality Sampling	SW00012	\$ -	\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	\$ 195,000
<b>Aging &amp; Failing Program</b>									
2022-2023 Grade C Pipe Rehabilitation	SW90001	\$ 75,000	\$ 570,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645,000
2023-2024 Grade C Pipe Rehabilitation	SW90002	\$ -	\$ 100,000	\$ 770,000	\$ -	\$ -	\$ -	\$ -	\$ 870,000
Storm Pipe Rehabilitation Work Plan Update	SW90003	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
2024-2025 Grade C Pipe Rehabilitation	SW90004	\$ -	\$ -	\$ 140,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 990,000
12-inch Storm Pipe Rehabilitation Work Plan	SW90005	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
2025-2026 Grade C Pipe Rehabilitation	SW90006	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ -	\$ -	\$ 840,000
2026-2027 Grade C Pipe Rehabilitation	SW90007	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ -	\$ 840,000
2027-2028 Grade C Pipe Rehabilitation	SW90008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ 840,000
2028-2029 Grade C Pipe Rehabilitation	SW90009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
<b>Catch Basin/Public Facility Maintenance Program</b>									
2022-2023 Catch Basin/Public Facility Inspection	SW80001	\$ 150,000	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,000
2023 Catch Basin and Pipe Cleaning	SW80002	\$ -	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,000
2023-2025 Catch Basin/Public Facility Inspection	SW80003	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000
2024 Catch Basin and Pipe Cleaning	SW80004	\$ -	\$ -	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ 88,500
2025 Catch Basin and Pipe Cleaning	SW80005	\$ -	\$ -	\$ -	\$ 93,000	\$ -	\$ -	\$ -	\$ 93,000
2025-2027 Catch Basin/Public Facility Inspection	SW80006	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -	\$ 340,000
2026 Catch Basin and Pipe Cleaning	SW80007	\$ -	\$ -	\$ -	\$ -	\$ 97,500	\$ -	\$ -	\$ 97,500
2027 Catch Basin and Pipe Cleaning	SW80008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,500	\$ -	\$ 102,500
2027-2029 Catch Basin/Public Facility Inspection	SW80009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370,000	\$ 370,000
2028 Catch Basin and Pipe Cleaning	SW80010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,500	\$ 107,500
<b>Surface Water Utility Project Totals:</b>		\$ 225,000	\$ 1,453,000	\$ 1,705,500	\$ 1,968,500	\$ 2,033,500	\$ 2,004,000	\$ 1,435,000	\$ 10,824,500
<b>Facilities Projects</b>									
Entryway ADA Upgrades for City Hall and the Library and Library Floor Repair	19-BLDG-02	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Police Station Radio Reception Improvement	FA00001	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Citywide Facilities ADA Transition Plan Update	FA00002	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
Public Works Yard Facility Value Engineering Study	FA00003	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

TABLE 1 - 2023-2028 ENGINEERING SERVICES GROUP ASSIGNED PROJECT PLAN									
Project Name	City Project Number	Rollover/Current Project	2023	2024	2025	2026	2027	2028	Total 2023-2028
Public Works Yard Acquisition and Redevelopment	FA00004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 2,250,000	\$ 3,250,000
City Hall North HVAC Replacement	FA00005	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
City Hall North Building Renovation	FA00006	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ 1,080,000	\$ -	\$ 1,350,000
<b>Facilities Project Totals:</b>		\$ -	\$ 400,000	\$ 75,000	\$ 65,000	\$ 270,000	\$ 2,080,000	\$ 2,250,000	\$ 5,140,000
<b>Parks Projects</b>									
Silver Crest Park Rehabilitation	19-PARK-02	\$ 76,038	\$ 273,962	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Dobson/Remillard/Church/Cook (DRCC) Master Plan	PK00001	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000
Pine Meadow Park Restroom Roof Replacement	PK00002	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Cougar Park Improvements	PK00003	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
DRCC Site Development Phase I	PK00004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000
Citywide Parks and Trails ADA Transition Plan Update	PK00005	\$ -	\$ -	\$ -	\$ 48,000	\$ -	\$ -	\$ -	\$ 48,000
Nickel Creek Park Improvements	PK00006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
Citywide Parks and Open Space (PROS) Plan	PK00007	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Penny Creek Natural Area Master Plan	PK00008	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ 175,000
<b>Parks Project Totals:</b>		\$ 316,038	\$ 323,962	\$ 75,000	\$ 98,000	\$ 175,000	\$ -	\$ 825,000	\$ 1,813,000
<b>Total Engineering Services Project Expenses:</b>		\$ 541,038	\$ 2,931,962	\$ 4,600,000	\$ 6,404,500	\$ 7,974,500	\$ 8,337,000	\$ 9,437,500	\$ 40,226,500

**TABLE 2 - 2023-2028 ENGINEERING SERVICES GROUP UNASSIGNED PROJECT PLAN**

Project Name	City Project Number
<b><u>Transportation Projects</u></b>	
<b><i>Street/Motorized</i></b>	
164th St SE/Bothell-Everett Hwy Intersection Improvements	ST00007
164th St SE/Mill Creek Blvd Intersection Improvements	ST00008
Mill Creek Blvd Street Improvement - South Phase	ST00009
Mill Creek Blvd Street Improvement - North Phase	ST00010
132nd St SE Corridor Study	ST00011
<b><i>Non-Motorized</i></b>	
None listed	
<b><i>Pavement Preservation Program</i></b>	
2025-2026 Street Concrete ADA Improvements	ST90007
2026 Overlay	ST90008
2026 Slurry Seal Microsurfacing	ST90009
<b><u>Surface Water Utility Projects</u></b>	
Bothell-Everett Hwy/16th Ave SE Storm Pipe Improvement	SW00005
Mill Creek Blvd Stormwater Improvements - South Phase	SW00007
Mill Creek Blvd Stormwater Improvements - North Phase	SW00008
<b><i>Aging &amp; Failing Program</i></b>	
None listed	
<b><i>Catch Basin/Public Facility Maintenance Program</i></b>	
None listed	
<b><u>Facilities Projects</u></b>	
None listed	
<b><u>Parks Projects</u></b>	
Pine Meadow Park Improvements	PK00009

**TABLE 3 - 2023-2028 ENGINEERING SERVICES PROJECT PLAN BY FUNDING**

Project Name	City Project Number	General Fund Reserve	General Fund	Parks & Trails	REET	Municipal Arts Fund	Surface Water Utility Reserves	Surface Water Utility	15720 Main St. Property Fund	Mitigation Fees	CIP Fund	Grants	Other	Total 2023-2028
<b>Transportation Projects</b>														
<b>Street/Motorized</b>														
Mill Creek Blvd/164th St SE Corridor Study	ST00001	\$ - \$	- \$	- \$	- \$	220,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	220,000
Citywide ROW ADA Transition Plan Update	ST00002	\$ - \$	- \$	- \$	- \$	140,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	140,000
Citywide Comprehensive Safety Action Plan	ST00003	\$ - \$	- \$	- \$	- \$	30,000 \$	- \$	- \$	- \$	- \$	- \$	200,000 \$	- \$	230,000
2023 Citywide Traffic Counts/Speed Study	ST00004	\$ - \$	- \$	- \$	- \$	15,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	15,000
2025 Citywide Traffic Counts/Speed Study	ST00005	\$ - \$	- \$	- \$	- \$	17,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	17,000
2027 Citywide Traffic Counts/Speed Study	ST00006	\$ - \$	- \$	- \$	- \$	19,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	19,000
Mill Creek Blvd/Village Green Drive Corridor Study	ST00012	\$ - \$	- \$	- \$	- \$	280,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	280,000
Mill Creek Road/Seattle Hill Road Corridor Study	ST00013	\$ - \$	- \$	- \$	- \$	250,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	250,000
Citywide Right-of-Way Asset Mapping Update	ST00014	\$ - \$	- \$	- \$	- \$	228,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	228,000
164th St SE Signal Improvements	ST00015	\$ - \$	- \$	- \$	- \$	14,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	14,000
On-call Engineering Permit Review and Inspection Services	ST00016	\$ - \$	583,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	583,000
Citywide Bridge Inspection Project	ST00017	\$ - \$	- \$	- \$	- \$	24,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	24,000
<b>Non-Motorized</b>														
Mill Creek Elementary/Heatherwood School Crosswalk Improvements	NM00001	\$ - \$	- \$	- \$	- \$	120,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	120,000
35th Ave SE New Crosswalk	NM00002	\$ - \$	- \$	- \$	- \$	194,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	194,000
Silver Crest Dr Pedestrian Improvements	NM00003	\$ - \$	- \$	- \$	- \$	2,770,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2,770,000
North Creek Drive Pedestrian Improvements	NM00004	\$ - \$	- \$	- \$	- \$	2,100,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2,100,000
North Creek Regional Trail Study	NM00005	\$ - \$	- \$	- \$	140,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	140,000
133rd St SE ROW Extension Improvements	NM00006	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,678,000 \$	- \$	- \$	- \$	1,678,000
Citywide Safe Routes to Schools Assessment Study	NM00007	\$ - \$	- \$	- \$	- \$	40,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	40,000
<b>Pavement Preservation Program</b>														
2023-2024 Overlay	ST90001	\$ - \$	- \$	- \$	- \$	1,420,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,420,000
2023-2024 Slurry Seal Microsurfacing	ST90002	\$ - \$	- \$	- \$	- \$	510,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	510,000
2023 Street Concrete ADA Improvements	ST90003	\$ - \$	- \$	- \$	- \$	150,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	150,000
2024-2025 Street Concrete ADA Improvements	ST90004	\$ - \$	- \$	- \$	- \$	156,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	156,000
2025 Overlay	ST90005	\$ - \$	- \$	- \$	- \$	875,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	875,000
2025 Slurry Seal Microsurfacing	ST90006	\$ - \$	- \$	- \$	- \$	530,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	530,000
Five-Year Pavement Preservation Program Plan	ST90010	\$ - \$	- \$	- \$	- \$	70,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	70,000
2027 Overlay	ST90011	\$ - \$	- \$	- \$	- \$	1,565,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,565,000
2027 Slurry Seal Microsurfacing	ST90012	\$ - \$	- \$	- \$	- \$	710,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	710,000
2027 Street Concrete ADA Improvements	ST90013	\$ - \$	- \$	- \$	- \$	189,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	189,000
2028 Overlay	ST90014	\$ - \$	- \$	- \$	- \$	2,096,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	2,096,000
2028 Slurry Seal Microsurfacing	ST90015	\$ - \$	- \$	- \$	- \$	269,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	269,000
2028 Street Concrete ADA Improvements	ST90016	\$ - \$	- \$	- \$	- \$	197,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	197,000
Trillium Blvd Overlay and ADA Improvements	ST90017	\$ - \$	- \$	- \$	- \$	3,080,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,080,000
Mill Creek Blvd Overlay and Rehabilitation	ST90018	\$ - \$	- \$	- \$	- \$	1,570,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,570,000
<b>Transportation Project Totals:</b>		\$ - \$	583,000 \$	140,000 \$	19,848,000 \$	- \$	- \$	- \$	- \$	1,678,000 \$	- \$	200,000 \$	- \$	22,449,000
<b>Surface Water Utility Projects</b>														
Mill Creek Rd Storm Pipe Extension	SW00001	\$ - \$	- \$	- \$	- \$	- \$	- \$	1,180,000 \$	- \$	- \$	- \$	- \$	- \$	1,180,000
Mill Creek Blvd/161st St SE Storm Pipe Replacement	SW00002	\$ - \$	- \$	- \$	- \$	- \$	- \$	392,000 \$	- \$	- \$	- \$	- \$	- \$	392,000
159th Pl SE Storm Pipe Replacement	SW00003	\$ - \$	- \$	- \$	- \$	- \$	- \$	120,000 \$	- \$	- \$	- \$	- \$	- \$	120,000
Seattle Hill Road/Village Green Drive Storm Pipe Extension	SW00004	\$ - \$	- \$	- \$	- \$	- \$	- \$	83,000 \$	- \$	- \$	- \$	- \$	- \$	83,000
North Creek Drive Stormwater Improvements	SW00006	\$ - \$	- \$	- \$	- \$	- \$	- \$	900,000 \$	- \$	- \$	- \$	- \$	- \$	900,000
164th St Storm Pipe Extension	SW00009	\$ - \$	- \$	- \$	- \$	- \$	- \$	40,000 \$	- \$	- \$	- \$	- \$	- \$	40,000
Emergency Spill Response & Cleanup	SW00010	\$ - \$	- \$	- \$	- \$	- \$	- \$	545,500 \$	- \$	- \$	- \$	- \$	- \$	545,500
Mill Creek Blvd Stormwater Subbasin Plan	SW00011	\$ - \$	- \$	- \$	- \$	- \$	- \$	140,000 \$	- \$	- \$	- \$	- \$	- \$	140,000
Citywide Stream Water Quality Sampling	SW00012	\$ - \$	- \$	- \$	- \$	- \$	- \$	195,000 \$	- \$	- \$	- \$	- \$	- \$	195,000
<b>Aging &amp; Failing Program</b>														
2022-2023 Grade C Pipe Rehabilitation	SW90001	\$ - \$	- \$	- \$	- \$	- \$	- \$	645,000 \$	- \$	- \$	- \$	- \$	- \$	645,000
2023-2024 Grade C Pipe Rehabilitation	SW90002	\$ - \$	- \$	- \$	- \$	- \$	- \$	870,000 \$	- \$	- \$	- \$	- \$	- \$	870,000
Storm Pipe Rehabilitation Work Plan Update	SW90003	\$ - \$	- \$	- \$	- \$	- \$	- \$	80,000 \$	- \$	- \$	- \$	- \$	- \$	80,000



2024-2025 Grade C Pipe Rehabilitation	SW90004	\$	- \$	- \$	- \$	- \$	- \$	- \$	990,000 \$	- \$	- \$	- \$	- \$	- \$	990,000
12-Inch Storm Pipe Rehabilitation Work Plan	SW90005	\$	- \$	- \$	- \$	- \$	- \$	- \$	125,000 \$	- \$	- \$	- \$	- \$	- \$	125,000
2025-2026 Grade C Pipe Rehabilitation	SW90006	\$	- \$	- \$	- \$	- \$	- \$	- \$	840,000 \$	- \$	- \$	- \$	- \$	- \$	840,000
2026-2027 Grade C Pipe Rehabilitation	SW90007	\$	- \$	- \$	- \$	- \$	- \$	- \$	840,000 \$	- \$	- \$	- \$	- \$	- \$	840,000
2027-2028 Grade C Pipe Rehabilitation	SW90008	\$	- \$	- \$	- \$	- \$	- \$	- \$	840,000 \$	- \$	- \$	- \$	- \$	- \$	840,000
2028-2029 Grade C Pipe Rehabilitation	SW90009	\$	- \$	- \$	- \$	- \$	- \$	- \$	100,000 \$	- \$	- \$	- \$	- \$	- \$	100,000
<b>Catch Basin/Public Facility Maintenance Program</b>															
2022-2023 Catch Basin/Public Facility Inspection	SW80001	\$	- \$	- \$	- \$	- \$	- \$	- \$	256,000 \$	- \$	- \$	- \$	50,000 \$	- \$	306,000
2023 Catch Basin and Pipe Cleaning	SW80002	\$	- \$	- \$	- \$	- \$	- \$	- \$	84,000 \$	- \$	- \$	- \$	- \$	- \$	84,000
2023-2025 Catch Basin/Public Facility Inspection	SW80003	\$	- \$	- \$	- \$	- \$	- \$	- \$	260,000 \$	- \$	- \$	- \$	50,000 \$	- \$	310,000
2024 Catch Basin and Pipe Cleaning	SW80004	\$	- \$	- \$	- \$	- \$	- \$	- \$	88,500 \$	- \$	- \$	- \$	- \$	- \$	88,500
2025 Catch Basin and Pipe Cleaning	SW80005	\$	- \$	- \$	- \$	- \$	- \$	- \$	93,000 \$	- \$	- \$	- \$	- \$	- \$	93,000
2025-2027 Catch Basin/Public Facility Inspection	SW80006	\$	- \$	- \$	- \$	- \$	- \$	- \$	290,000 \$	- \$	- \$	- \$	50,000 \$	- \$	340,000
2026 Catch Basin and Pipe Cleaning	SW80007	\$	- \$	- \$	- \$	- \$	- \$	- \$	97,500 \$	- \$	- \$	- \$	- \$	- \$	97,500
2027 Catch Basin and Pipe Cleaning	SW80008	\$	- \$	- \$	- \$	- \$	- \$	- \$	102,500 \$	- \$	- \$	- \$	- \$	- \$	102,500
2027-2029 Catch Basin/Public Facility Inspection	SW80009	\$	- \$	- \$	- \$	- \$	- \$	- \$	320,000 \$	- \$	- \$	- \$	50,000 \$	- \$	370,000
2028 Catch Basin and Pipe Cleaning	SW80010	\$	- \$	- \$	- \$	- \$	- \$	- \$	107,500 \$	- \$	- \$	- \$	- \$	- \$	107,500
<b>Surface Water Utility Project Totals:</b>		\$	- \$	- \$	- \$	- \$	- \$	- \$	10,624,500 \$	- \$	- \$	- \$	200,000 \$	- \$	10,824,500
<b>Facilities Projects</b>															
Entryway ADA Upgrades for City Hall and the Library and Library Floor Repair	19-BLDG-02	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	120,000 \$	- \$	- \$	120,000
Police Station Radio Reception Improvement	FA00001	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	80,000 \$	- \$	- \$	80,000
Citywide Facilities ADA Transition Plan Update	FA00002	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	65,000 \$	- \$	- \$	65,000
Public Works Yard Facility Value Engineering Study	FA00003	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	75,000 \$	- \$	- \$	75,000
Public Works Yard Acquisition and Redevelopment	FA00004	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,250,000 \$	- \$	- \$	3,250,000
City Hall North HVAC Replacement	FA00005	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	200,000 \$	- \$	- \$	- \$	- \$	200,000
City Hall North Building Renovation	FA00006	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,350,000 \$	- \$	- \$	- \$	- \$	1,350,000
<b>Facilities Project Totals:</b>		\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	1,550,000 \$	- \$	3,590,000 \$	- \$	- \$	5,140,000
<b>Parks Projects</b>															
Silver Crest Park Rehabilitation	19-PARK-02 (Old Syst)	\$	- \$	- \$	- \$	161,800 \$	- \$	- \$	- \$	- \$	- \$	- \$	188,200 \$	- \$	350,000
Dobson/Remillard/Church/Cook (DRCC) Master Plan	PK00001	\$	- \$	- \$	- \$	240,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	240,000
Pine Meadow Park Restroom Roof Replacement	PK00002	\$	- \$	- \$	- \$	50,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	50,000
Cougar Park Improvements	PK00003	\$	- \$	- \$	- \$	50,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	50,000
DRCC Site Development Phase I	PK00004	\$	- \$	- \$	- \$	750,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	750,000
Citywide Parks and Trails ADA Transition Plan Update	PK00005	\$	- \$	- \$	48,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	48,000
Nickel Creek Park Improvements	PK00006	\$	- \$	- \$	- \$	75,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	75,000
Citywide Parks and Open Space (PROS) Plan	PK00007	\$	- \$	- \$	- \$	75,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	75,000
Penny Creek Natural Area Master Plan	PK00008	\$	- \$	- \$	- \$	175,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	175,000
<b>Parks Project Totals:</b>		\$	- \$	- \$	48,000 \$	1,576,800 \$	- \$	- \$	- \$	- \$	- \$	- \$	188,200 \$	- \$	1,813,000
<b>Total Engineering Services Funding Needs:</b>		\$	- \$	583,000 \$	188,000 \$	21,424,800 \$	- \$	- \$	10,624,500 \$	1,550,000 \$	1,678,000 \$	3,590,000 \$	588,200 \$	- \$	40,226,500

**TABLE 4 - 2023-2024 ENGINEERING SERVICES PROJECT BIENNIAL PLAN BY FUNDING**

Project Name	City Project Number	General Fund Reserve	General Fund	Parks & Trails	REET	Municipal Arts Fund	Surface Water Utility Reserves	Surface Water Utility	15720 Main St. Property Fund	Mitigation Fees	CIP Fund	Grants	Other	Total 2023-2028
<b>Transportation Projects</b>														
<b>Street/Motorized</b>														
Mill Creek Blvd/164th St SE Corridor Study	ST00001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Citywide ROW ADA Transition Plan Update	ST00002	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Citywide Comprehensive Safety Action Plan	ST00003	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 230,000
2023 Citywide Traffic Counts/Speed Study	ST00004	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
2025 Citywide Traffic Counts/Speed Study	ST00005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2027 Citywide Traffic Counts/Speed Study	ST00006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mill Creek Blvd/Village Green Drive Corridor Study	ST00012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mill Creek Road/Seattle Hill Road Corridor Study	ST00013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Citywide Right-of-Way Asset Mapping Update	ST00014	\$ -	\$ -	\$ -	\$ 71,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,500
164th St SE Signal Improvements	ST00015	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000
On-call Engineering Permit Review and Inspection Services	ST00016	\$ -	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000
Citywide Bridge Inspection Project	ST00017	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
<b>Non-Motorized</b>														
Mill Creek Elementary/Heatherwood School Crosswalk Improvements	NM00001	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
35th Ave SE New Crosswalk	NM00002	\$ -	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 194,000
Silver Crest Dr Pedestrian Improvements	NM00003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Creek Drive Pedestrian Improvements	NM00004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Creek Regional Trail Study	NM00005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
133rd St SE ROW Extension Improvements	NM00006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Citywide Safe Routes to Schools Assessment Study	NM00007	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
<b>Pavement Preservation Program</b>														
2023-2024 Overlay	ST90001	\$ -	\$ -	\$ -	\$ 1,420,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,420,000
2023-2024 Slurry Seal Microsurfacing	ST90002	\$ -	\$ -	\$ -	\$ 510,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 510,000
2023 Street Concrete ADA Improvements	ST90003	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
2024-2025 Street Concrete ADA Improvements	ST90004	\$ -	\$ -	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,000
2025 Overlay	ST90005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Slurry Seal Microsurfacing	ST90006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Five-Year Pavement Preservation Program Plan	ST90010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2027 Overlay	ST90011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2027 Slurry Seal Microsurfacing	ST90012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2027 Street Concrete ADA Improvements	ST90013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2028 Overlay	ST90014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2028 Slurry Seal Microsurfacing	ST90015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2028 Street Concrete ADA Improvements	ST90016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trillium Blvd Overlay and ADA Improvements	ST90017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mill Creek Blvd Overlay and Rehabilitation	ST90018	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>Transportation Project Totals:</b>		\$ -	\$ 183,000	\$ -	\$ 3,116,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 3,499,500
<b>Surface Water Utility Projects</b>														
Mill Creek Rd Storm Pipe Extension	SW00001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mill Creek Blvd/161st St SE Storm Pipe Replacement	SW00002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 392,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 392,000
159th Pl SE Storm Pipe Replacement	SW00003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Seattle Hill Road/Village Green Drive Storm Pipe Extension	SW00004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,000
North Creek Drive Stormwater Improvements	SW00006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
164th St Storm Pipe Extension	SW00009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Emergency Spill Response & Cleanup	SW00010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,000
Mill Creek Blvd Stormwater Subbasin Plan	SW00011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Citywide Stream Water Quality Sampling	SW00012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,000
<b>Aging &amp; Failing Program</b>														
2022-2023 Grade C Pipe Rehabilitation	SW90001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645,000
2023-2024 Grade C Pipe Rehabilitation	SW90002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 870,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 870,000
Storm Pipe Rehabilitation Work Plan Update	SW90003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000

2024-2025 Grade C Pipe Rehabilitation	SW90004	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	140,000 \$	- \$	- \$	- \$	- \$	- \$	140,000
12-Inch Storm Pipe Rehabilitation Work Plan	SW90005	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2025-2026 Grade C Pipe Rehabilitation	SW90006	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2026-2027 Grade C Pipe Rehabilitation	SW90007	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2027-2028 Grade C Pipe Rehabilitation	SW90008	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2028-2029 Grade C Pipe Rehabilitation	SW90009	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
<b>Catch Basin/Public Facility Maintenance Program</b>																
2022-2023 Catch Basin/Public Facility Inspection	SW80001	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	256,000 \$	- \$	- \$	- \$	50,000 \$	- \$	306,000
2023 Catch Basin and Pipe Cleaning	SW80002	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	84,000 \$	- \$	- \$	- \$	- \$	- \$	84,000
2023-2025 Catch Basin/Public Facility Inspection	SW80003	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	260,000 \$	- \$	- \$	- \$	50,000 \$	- \$	310,000
2024 Catch Basin and Pipe Cleaning	SW80004	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	88,500 \$	- \$	- \$	- \$	- \$	- \$	88,500
2025 Catch Basin and Pipe Cleaning	SW80005	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2025-2027 Catch Basin/Public Facility Inspection	SW80006	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2026 Catch Basin and Pipe Cleaning	SW80007	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2027 Catch Basin and Pipe Cleaning	SW80008	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2027-2029 Catch Basin/Public Facility Inspection	SW80009	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
2028 Catch Basin and Pipe Cleaning	SW80010	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
<b>Surface Water Utility Project Totals:</b>		\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	3,283,500 \$	- \$	- \$	- \$	100,000 \$	- \$	3,383,500
<b>Facilities Projects</b>																
Entryway ADA Upgrades for City Hall and the Library and Library Floor Repair	19-BLDG-02	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	120,000 \$	- \$	- \$	120,000
Police Station Radio Reception Improvement	FA00001	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	80,000 \$	- \$	- \$	80,000
Citywide Facilities ADA Transition Plan Update	FA00002	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Public Works Yard Facility Value Engineering Study	FA00003	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	75,000 \$	- \$	- \$	75,000
Public Works Yard Acquisition and Redevelopment	FA00004	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
City Hall North HVAC Replacement	FA00005	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	200,000 \$	- \$	- \$	- \$	- \$	- \$	200,000
City Hall North Building Renovation	FA00006	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
<b>Facilities Project Totals:</b>		\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	200,000 \$	- \$	275,000 \$	- \$	- \$	475,000
<b>Parks Projects</b>																
Silver Crest Park Rehabilitation	19-PARK-02 (Old Syst)	\$	- \$	- \$	- \$	161,800 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	188,200 \$	- \$	350,000
Dobson/Remillard/Church/Cook (DRCC) Master Plan	PK00001	\$	- \$	- \$	- \$	240,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	240,000
Pine Meadow Park Restroom Roof Replacement	PK00002	\$	- \$	- \$	- \$	50,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	50,000
Cougar Park Improvements	PK00003	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
DRCC Site Development Phase I	PK00004	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Citywide Parks and Trails ADA Transition Plan Update	PK00005	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Nickel Creek Park Improvements	PK00006	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
Citywide Parks and Open Space (PROS) Plan	PK00007	\$	- \$	- \$	- \$	75,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	75,000
Penny Creek Natural Area Master Plan	PK00008	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
<b>Parks Project Totals:</b>		\$	- \$	- \$	- \$	526,800 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	188,200 \$	- \$	715,000
<b>Total New Engineering Services Funding Needs (2023-2024)(Includes Prior):</b>		\$	- \$	183,000 \$	- \$	3,643,300 \$	- \$	- \$	- \$	3,283,500 \$	200,000 \$	- \$	275,000 \$	488,200 \$	- \$	8,073,000

# TRANSPORTATION

## SUB-SECTIONS INCLUDE:

- STREET/MOTORIZED PROJECTS (ST PROJECTS)
- NON-MOTORIZED PROJECTS (NM PROJECTS)
- TRANSPORTATION ANNUAL PROGRAMS
  - PAVEMENT PRESERVATION PROGRAM

# **TRANSPORTATION**

## **STREET/MOTORIZED (ST) PROJECTS**

PROJECT NAME:	Mill Creek Blvd/164th St SE Corridor Study	TRANSPORTATION
PROJECT #:	ST00001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project will address key "next steps" as recommended by the 2021 Mill Creek Blvd Subarea Plan. In order to make the subarea more attractive to prospective redevelopers, infrastructure planning (both surface and subsurface) needs to be completed and future capital improvement project scope and budget needs need to be identified. This corridor study project will focus on the surface street improvements and follow a "complete street" methodology towards modifying current and future multi-modal transportation vision and needs, potential ROW acquisition needs, current service levels and anticipated future service level needs, etc. The project scope of this study has been expanded to also include the 1,600 lineal foot length of 164th St SE from the west City limits to the intersection with Bothell-Everett Highway. Although 164th St SE has already seen recent infrastructure improvements, the street is subject to significant congestion periods. As the City explores options for making Mill Creek Blvd more pedestrian- and bicycle-accessible between 164th St SE and Bothell-Everett Highway, the long-term impacts of that change (and any improvements that can be made to mitigate those impacts) need to be identified and evaluated. Completion of this study, in conjunction with a stormwater subarea subbasin study (Project # SW00011), will provide support for future grant and other external funding applications to be applied to future capital improvement projects for this area.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development					\$ 220,000				\$ 220,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 220,000				\$ 220,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000

PROJECT NAME:	Citywide ROW ADA Transition Plan Update	TRANSPORTATION
PROJECT #:	ST00002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The last major update to the City Americans with Disabilities Act (ADA) Transition and Implementation Plan was in 2015, and both the 2013 and 2015 updates were largely dependent upon the last substantial field assessment in 2011. The previous assessments and plan documents focused more on right-of-way (ROW) ADA issues than City properties such as City-owned buildings (i.e City Halls, the Library, etc.) or City parks and trails. However, ADA guidelines related to public rights-of-way also change frequently, and there is need to bring past transition planning and associated City policies up to current standards. During the period since then, the City has performed a number of public right-of-way-related ADA improvements, but these have not been tracked in an organized, policy-driven fashion. This project will provide for doing a comprehensive assessment and inventory of existing ADA-compliance issues, along with a review of current ADA guidelines as applicable. This plan document will also update the City's standards for capital project development (particularly for annual ADA corrections as required by the Pavement Preservation program), ongoing tracking of new and changed ADA guidelines related to public rights-of-way, and operations and maintenance activities related to ROW ADA compliance.
---

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development			\$ 140,000						\$ 140,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 140,000						\$ 140,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000

PROJECT NAME:	Citywide Comprehensive Safety Action Plan	TRANSPORTATION
PROJECT #:	ST00003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<p><b>PROJECT DESCRIPTION</b></p> <p>This project will develop a citywide Comprehensive Safety Action Plan that meets the expectations and requirements of the Safe Streets and Roads for All (SS4A) federal program. The SS4A program was established by the Bipartisan Infrastructure Law to provide means for approved federal grant funding being provided to local governments committed to a program of preventing roadway deaths and serious injuries. In order to secure SS4A funds for implementation capital improvement projects, the City must first develop and adopt an Action Plan. Plans typically include a combination of programs and strategies, tailored to the specific city, that identify strategic capital improvements and enhancements in the rights-of-way, review City needs for particular public safety policies such as Safe Routes to Schools, identify low-cost street safety options and opportunities, review speed management policies and practices, and engage the public for both input on City safety concerns and provide both outreach and education to the community. SS4A will fund the creation of this Comprehensive Safety Action Plan at the grant funding level indicated in the Funding Source(s) below, so long as the project is already programmed into the City-adopted transportation improvement plan. This project scheduling assumes City staff will apply for SS4A funding in 2023 (the deadline for application is September). Future projects identified in this study, including potential candidates for future SS4A implementation grants, will be programmed in future capital improvement plans and/or updates.</p>
--

<p><b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b></p> <p>As this project will not construct new assets or replace existing assets, impact on City O&amp;M is negligible.</p>
---

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development				\$ 230,000					\$ 230,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET				\$ 30,000					\$ 30,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Federal SS4A FY23 Action Plan Grant (unsecured)				\$ 200,000					\$ 200,000
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 230,000



PROJECT NAME:	2023 Citywide Traffic Counts/Speed Study	TRANSPORTATION
PROJECT #:	ST00004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> Every two years (typically on odd years), the City completes a vehicle traffic count/speed count analysis of the traffic conditions on select arterial and collector streets in Mill Creek. This work is performed to evaluate the changes in street usage over time, in order to plan for future street improvements, including the identification of potential pedestrian or other street safety measures. Typically, the City deploys a combination of volume or volume-plus-speed counters at 22 locations in the City, including locations on Bothell-Everett Highway, 132nd St SE, Dumas Road, North Creek Drive, 136th St, Trillium Blvd, Mill Creek Blvd, Village Green Drive, Main Street, 164th St SE, Mill Creek Road, Seattle Hill Road, 35th Ave SE, 144th St SE, and Silver Crest Drive. Additionally, the City occasionally adds additional "spot" traffic monitoring locations to support either specific traffic corridor studies, evaluate particular public safety concerns, support post-accident investigations, and/or design of capital improvement projects. The City uses this data internally, and also provides it to WSDOT, the Puget Sound Regional Council (PSRC), and Snohomish County to support regional transportation infrastructure planning and requests for regional transportation funding from the state and federal sources.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 15,000						\$ 15,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 15,000						\$ 15,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

PROJECT NAME:	2025 Citywide Traffic Counts/Speed Study	TRANSPORTATION
PROJECT #:	ST00005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> Every two years (typically on odd years), the City completes a vehicle traffic count/speed count analysis of the traffic conditions on select arterial and collector streets in Mill Creek. This work is performed to evaluate the changes in street usage over time, in order to plan for future street improvements, including the identification of potential pedestrian or other street safety measures. Typically, the City deploys a combination of volume or volume-plus-speed counters at 22 locations in the City, including locations on Bothell-Everett Highway, 132nd St SE, Dumas Road, North Creek Drive, 136th St, Trillium Blvd, Mill Creek Blvd, Village Green Drive, Main Street, 164th St SE, Mill Creek Road, Seattle Hill Road, 35th Ave SE, 144th St SE, and Silver Crest Drive. Additionally, the City occasionally adds additional "spot" traffic monitoring locations to support either specific traffic corridor studies, evaluate particular public safety concerns, support post-accident investigations, and/or design of capital improvement projects. The City uses this data internally, and also provides it to WSDOT, the Puget Sound Regional Council (PSRC), and Snohomish County to support regional transportation infrastructure planning and requests for regional transportation funding from the state and federal sources.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 17,000				\$ 17,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ 17,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 17,000				\$ 17,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ -	\$ -	\$ -	\$ 17,000

PROJECT NAME:	2027 Citywide Traffic Counts/Speed Study	TRANSPORTATION
PROJECT #:	ST00006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

Every two years (typically on odd years), the City completes a vehicle traffic count/speed count analysis of the traffic conditions on select arterial and collector streets in Mill Creek. This work is performed to evaluate the changes in street usage over time, in order to plan for future street improvements, including the identification of potential pedestrian or other street safety measures. Typically, the City deploys a combination of volume or volume-plus-speed counters at 22 locations in the City, including locations on Bothell-Everett Highway, 132nd St SE, Dumas Road, North Creek Drive, 136th St, Trillium Blvd, Mill Creek Blvd, Village Green Drive, Main Street, 164th St SE, Mill Creek Road, Seattle Hill Road, 35th Ave SE, 144th St SE, and Silver Crest Drive. Additionally, the City occasionally adds additional "spot" traffic monitoring locations to support either specific traffic corridor studies, evaluate particular public safety concerns, support post-accident investigations, and/or design of capital improvement projects. The City uses this data internally, and also provides it to WSDOT, the Puget Sound Regional Council (PSRC), and Snohomish County to support regional transportation infrastructure planning and requests for regional transportation funding from the state and federal sources.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 19,000			\$ 19,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 19,000			\$ 19,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000

PROJECT NAME:	Mill Creek Blvd/Village Green Drive Corridor Study	TRANSPORTATION
PROJECT #:	ST00012	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project will evaluate the current levels of service and future needs for the Mill Creek Rd/Seattle Hill Road corridor. This collector-street corridor starts with the intersection of Mill Creek Blvd with Bothell-Everett Highway, extends northeast to the intersection with Trillium Blvd (where the street becomes Village Green Dr) and continues west, south, and eventually southeast to the intersection of Village Green Dr with Mill Creek Rd. In total, this corridor is approximately 3.1 miles. In general, the total width of ROW available is not completely utilized and bicycle lanes and supporting improvements are minimal. Lighting, particularly for pedestrian routes, is also limited in areas along the street. Once the update to the 2015 Comprehensive Plan is completed, the Transportation section will provide future needs and level-of-service recommendations for overall City streets and this study will incorporate those into concepting future capital improvement projects for these streets. Increasing stormwater utility regulations regarding use of ROW space for low impact development (LID) and similar stormwater facilities will be evaluated during this study. Finally, if available budget for this project allows, the study will evaluate options for urban design and enhancement elements.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development						\$ 280,000			\$ 280,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ 280,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 280,000			\$ 280,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ 280,000

PROJECT NAME:	Mill Creek Road/Seattle Hill Road Corridor Study	TRANSPORTATION
PROJECT #:	ST00013	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project will evaluate the current levels of service and future needs for the Mill Creek Rd/Seattle Hill Road corridor. This collector-street corridor starts with the intersection of Mill Creek Rd with Bothell-Everett Highway and extends northeast to merge with Seattle Hill Road, ending at the intersection between Seattle Hill Road and 35th Ave. In total, this corridor is approximately 1.8 miles. The usage of this street has increased over time, and there is need to evaluate options for multi-modal improvements (particularly to provide bicycle or walking access between the south area of the City and the Community Transit regular and bus rapid transit routes on and connecting with Bothell-Everett Highway. There is also need to evaluate both current and future traffic impacts due to anticipated growth in the County east of Mill Creek. It will be important for this study to evaluate current and anticipated changes in public usage of this transportation route through Mill Creek, and also include a significant public engagement element in order to discuss these changes and future needs. In the update to the 2015 Comprehensive Plan, the Transportation section will provide future needs and level-of-service recommendations for overall City streets and this study will incorporate those into conceiving future capital improvement projects for these streets. Increasing stormwater utility regulations regarding use of ROW space for low impact development (LID) and similar stormwater facilities will be evaluated during this study. Finally, if available budget for this project allows, the study will evaluate options for urban design and enhancement elements.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development					\$ 250,000				\$ 250,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 250,000				\$ 250,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000

PROJECT NAME:	Citywide Right-of-Way Asset Mapping Update	TRANSPORTATION
PROJECT #:	ST00014	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project will create, and update as needed, a citywide right-of-way set of engineering plans reflecting existing conditions, including a base map of City owned assets (and, where possible, utility assets owned and operated by SnohomishPUD, Alderwood Water and Wastewater District, Silver Lake Water and Wastewater District, Puget Sound Energy, and other utility franchises). This engineering base map represents a common resource investment for the Public Works Department to support both individual capital projects (primarily by reducing project-by-project surveying and related expenses), City staff design work, and an engineering reference for certain operations and maintenance activities. Contracting this service out addresses allows the work to proceed while City staff resources are assigned to other projects and tasks. This work is a largely independent need, but will contribute to, current and future Citywide GIS mapping and asset management development projects.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Surveying + Base Mapping			\$ 35,000	\$ 36,500	\$ 37,500	\$ 38,500	\$ 39,500	\$ 41,000	\$ 228,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 35,000	\$ 36,500	\$ 37,500	\$ 38,500	\$ 39,500	\$ 41,000	\$ 228,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 35,000	\$ 36,500	\$ 37,500	\$ 38,500	\$ 39,500	\$ 41,000	\$ 228,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 35,000	\$ 36,500	\$ 37,500	\$ 38,500	\$ 39,500	\$ 41,000	\$ 228,000

PROJECT NAME:	164th St SE Signal Improvements	TRANSPORTATION
PROJECT #:	ST00015	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project includes installation of pedestrian push buttons that meet the current guidelines of the Americans with Disabilities Act (ADA), new side-mounted battery backup systems, new intersection signal controllers compatible with Community Transit's Swift Orange Line bus rapid transit project, and conflict monitors. Construction work is being completed by Snohomish County. This project was previously included in the 2021-2026 Capital Improvement Plan as "Citywide Traffic Signal Upgrades" (old Project # 17-ROAD-03).
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project replaces existing equipment, impact to City O&M is anticipated to be negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction			\$ 14,000						\$ 14,000
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 14,000						\$ 14,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000

PROJECT NAME:	On-call Engineering Permit Review and Inspection Services	TRANSPORTATION
PROJECT #:	ST00016	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
This project provides for on-call consultant contracts to provide engineering review for City civil engineering (non-Building) permits and also provide construction inspection services in support of approved permits. Development projects reviewed typically include residential or commercial development/redevelopment activities, larger landscaping projects, and utility installation work by non-City entities. Right-of-way permits are included in this scope, and cover a large range of potential impacts to public use of the City right-of-way. Historically, the Public Works/Development Services Department has provided these services internally; however, reduction of department staffing resources have sharply limited staff capacity to handle reviews and inspection activities internally in a timely fashion while maintaining adequate quality control and coordination with other City departments and potential public information needs. Consequently, this project may be revised and/or phased down in the future in response to increases in department staffing capacity and resources that allow some or all of this work scope to be performed internally while reliably maintaining required levels of services to the public.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Permit Review/Inspection Services			\$ 90,000	\$ 93,000	\$ 95,500	\$ 98,500	\$ 101,500	\$ 104,500	\$ 583,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 90,000	\$ 93,000	\$ 95,500	\$ 98,500	\$ 101,500	\$ 104,500	\$ 583,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund			\$ 90,000	\$ 93,000	\$ 95,500	\$ 98,500	\$ 101,500	\$ 104,500	\$ 583,000
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 90,000	\$ 93,000	\$ 95,500	\$ 98,500	\$ 101,500	\$ 104,500	\$ 583,000



PROJECT NAME:	Citywide Bridge Inspection Project	TRANSPORTATION
PROJECT #:	ST00017	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

The City of Mill Creek owns a total of eleven bridges, either multi-modal or pedestrian-only. Because of load ratings and other factors, inspections of these bridges and the surrounding stream bed and bank conditions are required every two years. Inspections are typically performed on odd calendar years and the City contracts with the Washington State Department of Transportation. This project is only for inspection activities. In the event repairs, rehabilitations, or improvements are required, these will be addressed as either within the Operations and Maintenance street repairs operating budget or will included in the Capital Improvement Plan as separate capital improvement projects.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Inspection Services			\$ 6,000		\$ 8,000		\$ 10,000		\$ 24,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 6,000	\$ -	\$ 8,000	\$ -	\$ 10,000	\$ -	\$ 24,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 6,000		\$ 8,000		\$ 10,000		\$ 24,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 6,000	\$ -	\$ 8,000	\$ -	\$ 10,000	\$ -	\$ 24,000

# **TRANSPORTATION**

## **NON-MOTORIZED (NM) PROJECTS**

PROJECT NAME:	Mill Creek Elementary/Heatherwood School Crosswalk Improvements	TRANSPORTATION
PROJECT #:	NM00001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This is a rollover project from the 2021-2026 Capital Improvement Plan (previously Crosswalk Upgrades (MCE, HW); Project # 21-PW-xx). The locations for this project were combined into a single project in order to facilitate funding by the Washington State Transportation Improvement Board. Completion of these projects is required in order to qualify for future Transportation Improvement Board grants. This project scope proposes to improve existing safe function of crosswalks for both Mill Creek Elementary and Heatherwood Middle School. The crosswalk at Heatherwood Middle School across Trillium Blvd employs solar-powered, pedestrian-operated Rectangular Rapidly Flashing Beacons (RRFBs) that currently only function intermittently. The crosswalk at Mill Creek Elementary across 148th St SE has no RRFB. The crosswalk across 148th St SE at the intersection with 30th St SE does have RRFBs installed, but these are typically not functional. Solar-powered RRFBs can be difficult to employ reliably for tree-shaded streets, particularly when shade is cast over the solar cells from the south for much of the day. A previous RRFB replacement design explored replacing solar RRFBs with wire-powered RRFBs for these schools, but that design proved far too expensive. However, more cost-effective solar technology options may be used for the Heatherwood crosswalk to restore function to that system, and this project proposes to relocate the existing RRFB units from the nearby 30th St SE intersection where they do not work to the school crosswalk location that has adequate solar coverage.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project proposes to return existing crosswalk RRFB units to functional condition, negligible long-term impact to City O&M is anticipated.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 30,000						\$ 30,000
Construction			\$ 74,000						\$ 74,000
Contingency			\$ 16,000						\$ 16,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 120,000						\$ 120,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
State Complete Streets Grant (Design)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000

PROJECT NAME:	35th Ave SE New Crosswalk	TRANSPORTATION
PROJECT #:	NM00002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This is a rollover project from the 2021-2026 Capital Improvement Plan (previously 35th Ave Crosswalk; Project # 21-PW-01). This project will identify a suitable new crosswalk location along 35th Ave SE to provide more safe pedestrian access between the residential and recreational areas located on either side of the street. This additional crosswalk will supplement the existing crosswalks at intersections with 132nd St SE and 148th St SE. Although a straight and relatively level street with a 35 mph speed limit, traffic study analysis will be required to determine what signage and/or warning signalization may be needed for current traffic and speed conditions. A mid-block crosswalk location is not likely to be safe or feasible, so candidate intersections to be considered for a crosswalk include the intersections with Silver Crest Drive, 139th St SE, 141st St SE, and/or 144th St SE. Based on the findings of the traffic study and the selected intersection location, the proposed crosswalk may include some combination of thermoplastic lines and pavement markings, ADA-compliant pedestrian ramps, center refuge island, and potential crossing alert systems such as solar-powered, pedestrian-operated Rectangular Rapidly Flashing Beacons (RRFBs).
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project will result in an incremental increase in City O&M to maintain new crosswalk features such as sidewalk ramps and refuge islands. RRFBs have maintenance needs related to the battery systems.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design/Traffic Study+Inspection/CM				\$ 50,000					\$ 50,000
Construction				\$ 120,000					\$ 120,000
Contingency				\$ 24,000					\$ 24,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ -	\$ -	\$ 194,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET				\$ 194,000					\$ 194,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 194,000	\$ -	\$ -	\$ -	\$ -	\$ 194,000

PROJECT NAME:	Silver Crest Dr Pedestrian Improvements	TRANSPORTATION
PROJECT #:	NM00003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project will construct new sidewalk on the south side of Silver Crest Drive from approximately 90 feet west of the intersection with 33rd Drive SE to approximately 150 feet east of the intersection with 26th Avenue SE. This approximately 2,300-foot length of City collector street does not offer pedestrian sidewalks on either side of the street to comply with the requirements of the 2015 Comprehensive Plan, and is estimated to be the longest continuous section of underserving street in the City for safe pedestrian access. In addition to approximately 2,300 feet of sidewalk and curb, this project anticipates improving the south sides of 7 intersections with ADA-compliant pedestrian ramps and associated signage. As driveways along the street currently match grade with the street surface, up to 21 driveway ramp corrections may be required to integrate existing driveways with transitional sidewalk driveway ramps. This number may be reduced working with individual property owners having two driveway ramps to the street. This project does not presently anticipate any right-of-way acquisition will be needed for this project. Where possible, new sidewalk and curb will be integrated with existing stormwater conveyance (i.e. pipes and catch basins with surface grates, etc.). However, the large amount of replacement impervious surface anticipated for this project may trigger stormwater facility retrofits and/or other stormwater management requirements
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to add approximately 2,300 lineal feet of sidewalk, and so represent an increase in O&M needs proportional to new sidewalk, curbs, and related improvements.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 550,000		\$ 550,000
Construction								\$ 1,850,000	\$ 1,850,000
Contingency								\$ 370,000	\$ 370,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 2,220,000	\$ 2,770,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 550,000	\$ 2,220,000	\$ 2,770,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 2,220,000	\$ 2,770,000

PROJECT NAME:	North Creek Drive Pedestrian Improvements	TRANSPORTATION
PROJECT #:	NM00004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project anticipates that the City's Dobson/Remillard/Church/Cook (DRCC) property development moving forward in phases in accordance with recommendations to be developed out of the 2023 Master Plan project (PK00001). It is anticipated that development of the City's property for recreational and similar purposes will necessitate pedestrian improvements along North Creek Drive between the Heatherwood Apartments area and the Mill Creek Sports Park/Freedom Field. The street was recently improved with a shared use shoulder along the west side of the street, but the public accessibility needs of a future City development here will require established sidewalks, curbs, adequate pedestrian lighting, and similar street improvements on both sides of the street that are not currently present along the length of North Creek Drive adjoining the City property. Due to the topography along the east side of the street, regrading and/or retaining walls may be required to provide sidewalk, pedestrian and street lighting, and related amenities on the north and east side of the street. The south and west sides of the street may require low retaining walls and/or thickened sidewalks as well. Estimates of this project's expenses and potential funding source(s) will need to be updated in a future Capital Improvement Plan, once the Master Plan has been completed and adopted, as particular preferred development plans may require different street improvements. This project scope does not include the stormwater conveyance and facility improvements that will be required. That improvement scope is included with an interrelated stormwater utility improvement project (SW00006).
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project will result in an incremental increase in City O&M to maintain new sidewalks, ramps, and pedestrian lighting.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 420,000				\$ 420,000
Construction						\$ 1,400,000			\$ 1,400,000
Contingency						\$ 280,000			\$ 280,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 1,680,000	\$ -	\$ -	\$ 2,100,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 420,000	\$ 1,680,000			\$ 2,100,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 1,680,000	\$ -	\$ -	\$ 2,100,000

PROJECT NAME:	North Creek Regional Trail Study	TRANSPORTATION
PROJECT #:	NM00005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The North Creek Regional Trail is a continuing regionally-coordinated project extending for more than ten years. The overall trail, located primarily in Snohomish County, is anticipated, once all phases are complete, to provide a fully accessible pedestrian and bicycle trail connection between the Sammamish River section of the Burke-Gillman Trail with the Snohomish County Regional Interurban Trail in Everett. This includes providing multiple points of access for the public, facilitate non-motorized options for commuting (including connections with the bus-rapid transit services of Community Transit), and is generally intended to support all communities and businesses on or close to the trail. This is one of a few Puget Sound regionally-coordinated trail projects, and several phases of the project in Bothell and Snohomish County are already in either design or construction. The Puget Sound Regional Council (PSRC) has actively supported smaller phased projects completing the overall regional trail by securing federal and state transportation funding. The City of Mill Creek portion of this regional trail extends from North Creek Park to McCollum Park and presently consists of a mixture of separated trails and street-side pedestrian sidewalks. The overall trail does not presently conform to the overall regional character of the trail. Therefore, this project proposes to initiate a study of the existing trail through Mill Creek, review the overall regional requirements and expectations for the trail corridor, engage the Mill Creek public about additional needs and desires for our portion of the trail (including access points and relationships with the future DRCC development by the City), synchronize the plan in Mill Creek for the regional trail with the future improvement of the Mill Creek Blvd corridor/subarea and other related projects, and recommend a program of future City projects to Mill Creek to improve our portion of the overall regional trail. The scope(s) of future projects have not yet been developed or programmed, but will be prepared in future response to the outcome and recommendations of this study.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development							\$ 140,000		\$ 140,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails							\$ 140,000		\$ 140,000
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000

PROJECT NAME:	133rd St SE ROW Extension Improvements	TRANSPORTATION
PROJECT #:	NM00006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<p><b>PROJECT DESCRIPTION</b></p> <p>This project has been updated from a previous capital improvement project described in the 2021-2026 Capital Improvement Plan named EGUV Spine Road West Connection (Phase 1) or EGUV Spine Road (39th Ave SE to 44th Ave SE) (old Project #19-ROAD-15). This project proposes to evaluate options for a future ROW development for a transportation connection following the alignment of 33rd St NE between 41st Ave SE and 44th Ave SE. The original East Gateway Urban Village (EGUV) subarea plan envisioned a "Spine Road" extending between 39th Ave SE and 44th Ave SE, and part of the ROW needed for this connection was dedicated during approvals of adjacent developments. The remaining ROW acquisition needed still needs to be completed by the City and the property owners. However, preliminary design work for the new "spine road" found it to be very difficult and expensive to address stormwater management requirements for a full-width roadway for motorized vehicles. In the meantime, continuing development activities in the area, including the completion of The Farm in 2021, "filled in" part of the original "spine road" (between 39th Ave SE and 41st Ave SE) as a mainly local-access street. This makes a full multi-modal street development largely impractical due to high cost to gain a comparatively small benefit. An alternative as a bicycle/pedestrian shared-use pathway connection is scoped for this project. This alternative would exclude motorized vehicle use, but will substantially reduce the stormwater management requirements and the prohibitive costs of a full, multimodal roadway. This project will evaluate local and stakeholder interest in this more cost-effective alternative, followed by design and construction in the future. The current design and construction estimate will be amended based on feedback from stakeholders regarding amendments (i.e. benches, trees, etc.) for this 750-foot route.</p>
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
No new operation and maintenance costs are anticipated for ROW acquisition. Future developed O&M impacts will depend on final character (motorized, non-motorized, etc.).

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 230,000			\$ 230,000
ROW Acquisition					\$ 500,000				\$ 500,000
Construction							\$ 790,000		\$ 790,000
Contingency							\$ 158,000		\$ 158,000
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 230,000	\$ 948,000	\$ -	\$ 1,678,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees					\$ 500,000	\$ 230,000	\$ 948,000		\$ 1,678,000
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 230,000	\$ 948,000	\$ -	\$ 1,678,000



PROJECT NAME:	Citywide Safe Routes to Schools Assessment Study	TRANSPORTATION
PROJECT #:	NM00007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The objective of a citywide Safe Routes to Schools Plan is to improve safety and mobility for children by enabling and encouraging them to walk or bike to school. This assessment study evaluates walking or biking routes within a mile of primary, middle, and high schools (grades K-12) using a nationally recognized methodology to identify route completeness, route safety (both in the daylight and at night), roadway crossings, and similar conditions. These factors are assembled into a prioritized action plan that recommends future projects and other improvements.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development			\$ 40,000						\$ 40,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 40,000						\$ 40,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

# **TRANSPORTATION ANNUAL PROGRAMS**

## **PAVEMENT PRESERVATION ANNUAL PROGRAM**

PROJECT NAME:	2023-2024 Overlay	TRANSPORTATION
PROJECT #:	ST90001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

This project scope will implement the "Year 1" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include grinding and edge milling of the upper 1-2 inches of street surface, isolated asphalt surface panel replacements, placement of new asphalt, adjustments of utility lid rims and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. This project's scope and that of ST90003 are connected.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Crack sealing of streets identified for this overlay project will be performed by City Operations and Maintenance staff in advance of construction operations. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 105,000	\$ 55,000					\$ 160,000
Construction				\$ 1,050,000					\$ 1,050,000
Contingency				\$ 210,000					\$ 210,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 105,000	\$ 1,315,000	\$ -	\$ -	\$ -	\$ -	\$ 1,420,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 105,000	\$ 1,315,000					\$ 1,420,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 105,000	\$ 1,315,000	\$ -	\$ -	\$ -	\$ -	\$ 1,420,000

PROJECT NAME:	2023-2024 Slurry Seal Microsurfacing	TRANSPORTATION
PROJECT #:	ST90002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
This project scope will implement the "Year 1" recommendations for slurry seal microsurfacing from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include placement of slurry seal with chemical microsurfacing additives (to facilitate curing in shaded areas), periodic street sweeping to remove an increase in loose, fine sand on street during the first 6 months after sealing, and restriping.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
Crack sealing of streets for this slurry seal microsurfacing project will be performed by City Operations and Maintenance in advance of construction operations. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 40,000	\$ 20,000					\$ 60,000
Construction				\$ 375,000					\$ 375,000
Contingency				\$ 75,000					\$ 75,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 40,000	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ 510,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 40,000	\$ 470,000					\$ 510,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 40,000	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ 510,000

PROJECT NAME:	2023 Street Concrete ADA Improvements	TRANSPORTATION
PROJECT #:	ST90003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project scope supports the "Year 1" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. In particular, this project's scope and that of ST90001 are connected. This project will provide pedestrian ramp replacements/upgrades, concrete curb corrections, and other street adjustments required by the Americans with Disabilities Act (ADA) guidelines in response to pavement replacement activities.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Largely replacement of existing sidewalk/concrete street assets with more compliant equivalents. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 30,000						\$ 30,000
Construction			\$ 100,000						\$ 100,000
Contingency			\$ 20,000						\$ 20,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 150,000						\$ 150,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

PROJECT NAME:	2024-2025 Street Concrete ADA Improvements	TRANSPORTATION
PROJECT #:	ST90004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project scope supports the "Year 2" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. In particular, this project's scope and that of ST90005 are connected. This project will provide pedestrian ramp replacements/upgrades, concrete curb corrections, and other street adjustments required by the Americans with Disabilities Act (ADA) guidelines in response to pavement replacement activities.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Largely replacement of existing sidewalk/concrete street assets with more compliant equivalents. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM				\$ 30,000					\$ 30,000
Construction				\$ 105,000					\$ 105,000
Contingency				\$ 21,000					\$ 21,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ 156,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET				\$ 156,000					\$ 156,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ 156,000

PROJECT NAME:	2025 Overlay	TRANSPORTATION
PROJECT #:	ST90005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will implement the "Year 2" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include grinding and edge milling of the upper 1-2 inches of street surface, isolated asphalt surface panel replacements, placement of new asphalt, adjustments of utility lid rims and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. This project's scope and that of ST90004 are connected.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Crack sealing of streets identified for this overlay project will be performed by City Operations and Maintenance staff in advance of construction operations. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 100,000				\$ 100,000
Construction					\$ 645,000				\$ 645,000
Contingency					\$ 130,000				\$ 130,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 875,000	\$ -	\$ -	\$ -	\$ 875,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 875,000				\$ 875,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 875,000	\$ -	\$ -	\$ -	\$ 875,000

PROJECT NAME:	2025 Slurry Seal Microsurfacing	TRANSPORTATION
PROJECT #:	ST90006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
This project scope will implement the "Year 2" recommendations for slurry seal microsurfacing from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include placement of slurry seal with chemical microsurfacing additives (to facilitate curing in shaded areas), periodic street sweeping to remove an increase in loose, fine sand on street during the first 6 months after sealing, and restriping.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
Crack sealing of streets for this slurry seal microsurfacing project will be performed by City Operations and Maintenance in advance of construction operations. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 60,000				\$ 60,000
Construction					\$ 390,000				\$ 390,000
Contingency					\$ 80,000				\$ 80,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 530,000	\$ -	\$ -	\$ -	\$ 530,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 530,000				\$ 530,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 530,000	\$ -	\$ -	\$ -	\$ 530,000



PROJECT NAME:	Five-Year Pavement Preservation Program Plan	TRANSPORTATION
PROJECT #:	ST90010	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will deliver a comprehensive pavement condition study for all Mill Creek streets to replace the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. Pavement condition changes are on-going, and pavement preservation practice includes updating the City's pavement preservation plan approximately every 5 years. The update includes a field visual assessment of the pavement surface condition of all public City of Mill Creek streets, analysis of current Pavement Condition Indices, and development of outcome models for pavement preservation that include both City levels of investment possible in annual pavement preservation and resulting overall City Pavement Condition Index.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Work Plan Development						\$ 70,000			\$ 70,000
									\$ -
									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 70,000			\$ 70,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000

PROJECT NAME:	2027 Overlay	TRANSPORTATION
PROJECT #:	ST90011	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
This project scope will implement the "Year 4" recommendations for primarily thick pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include grinding and edge milling of the upper 1-2 inches of street surface, isolated asphalt surface panel replacements, placement of new asphalt, adjustments of utility lid rims, and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. This project's scope and that of ST90013 are connected.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
Crack sealing of streets identified for this overlay project will be performed by City Operations and Maintenance staff in advance of construction operations. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 175,000		\$ 175,000
Construction							\$ 1,155,000		\$ 1,155,000
Contingency							\$ 235,000		\$ 235,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,565,000	\$ -	\$ 1,565,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 1,565,000		\$ 1,565,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,565,000	\$ -	\$ 1,565,000

PROJECT NAME:	2027 Slurry Seal Microsurfacing	TRANSPORTATION
PROJECT #:	ST90012	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will implement the "Year 4" recommendations for slurry seal microsurfacing from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include placement of slurry seal with chemical microsurfacing additives (to facilitate curing in shaded areas), periodic street sweeping to remove an increase in loose, fine sand on street during the first 6 months after sealing, and restriping.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Crack sealing of streets for this slurry seal microsurfacing project will be performed by City Operations and Maintenance in advance of construction operations. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 80,000		\$ 80,000
Construction							\$ 525,000		\$ 525,000
Contingency							\$ 105,000		\$ 105,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710,000	\$ -	\$ 710,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 710,000		\$ 710,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710,000	\$ -	\$ 710,000

PROJECT NAME:	2027 Street Concrete ADA Improvements	TRANSPORTATION
PROJECT #:	ST90013	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

#### PROJECT DESCRIPTION

This project scope supports the "Year 4" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). In particular, this project's scope and that of ST90011 are connected. This project will provide pedestrian ramp replacements/upgrades, concrete curb corrections, and other street adjustments required by the Americans with Disabilities Act (ADA) guidelines in response to pavement replacement activities.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Largely replacement of existing sidewalk/concrete street assets with more compliant equivalents. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 35,000		\$ 35,000
Construction							\$ 128,000		\$ 128,000
Contingency							\$ 26,000		\$ 26,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 189,000	\$ -	\$ 189,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 189,000		\$ 189,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 189,000	\$ -	\$ 189,000

PROJECT NAME:	2028 Overlay	TRANSPORTATION
PROJECT #:	ST90014	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will implement the "Year 5" recommendations for primarily thick pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include grinding and edge milling of the upper 1-2 inches of street surface, isolated asphalt surface panel replacements, placement of new asphalt, adjustments of utility lid rims, and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. This project's scope and that of ST90016 are connected.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Crack sealing of streets identified for this overlay project will be performed by City Operations and Maintenance staff in advance of construction operations. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 233,000	\$ 233,000
Construction								\$ 1,552,500	\$ 1,552,500
Contingency								\$ 310,500	\$ 310,500
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,096,000	\$ 2,096,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 2,096,000	\$ 2,096,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,096,000	\$ 2,096,000

PROJECT NAME:	2028 Slurry Seal Microsurfacing	TRANSPORTATION
PROJECT #:	ST90015	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will implement the "Year 4" recommendations for slurry seal microsurfacing from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include placement of slurry seal with chemical microsurfacing additives (to facilitate curing in shaded areas), periodic street sweeping to remove an increase in loose, fine sand on street during the first 6 months after sealing, and restriping.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Crack sealing of streets for this slurry seal microsurfacing project will be performed by City Operations and Maintenance in advance of construction operations. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 21,000	\$ 21,000
Construction								\$ 206,000	\$ 206,000
Contingency								\$ 42,000	\$ 42,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,000	\$ 269,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 269,000	\$ 269,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,000	\$ 269,000

PROJECT NAME:	2028 Street Concrete ADA Improvements	TRANSPORTATION
PROJECT #:	ST90016	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project scope supports the "Year 5" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services (unless replaced by a more recent work plan). In particular, this project's scope and that of ST90014 are connected. This project will provide pedestrian ramp replacements/upgrades, concrete curb corrections, and other street adjustments required by the Americans with Disabilities Act (ADA) guidelines in response to pavement replacement activities.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Largely replacement of existing sidewalk/concrete street assets with more compliant equivalents. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 35,000	\$ 35,000
Construction								\$ 135,000	\$ 135,000
Contingency								\$ 27,000	\$ 27,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,000	\$ 197,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 197,000	\$ 197,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 197,000	\$ 197,000

PROJECT NAME:	Trillium Blvd Overlay and ADA Improvements	TRANSPORTATION
PROJECT #:	ST90017	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<p><b>PROJECT DESCRIPTION</b></p> <p>The July 2021 Pavement Management Analysis Report by Infrastructure Management Services identified segments of streets that had Pavement Condition Indices (PCIs) in the 50 to 60 range (corresponding to a "Fair" to "Good" condition). These conditions are nearly at the minimum level of service called for in the 2015 Mill Creek Comprehensive Plan. Pavement preservation methods are still feasible for streets with this level of condition, but generally involve much more extensive full-depth pavement replacement panels, areas of street subgrade reconditioning and recompaction, and similar project elements more expensive and longer in construction duration than a typical thin- to medium-overlay project. This project to overlay and rehabilitate the condition of Trillium Blvd is one example. This work will generally include grinding and full-width milling of at least the upper 3-6 inches of street surface for much of the area, removal and replacement of panels of asphalt requiring full depth replacement, regrading and recompaction of the street in full-depth replacement areas, placement of new asphalt, adjustments of utility lid rims, and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. Unlike most pavement preservation overlay project, this project includes all associated ADA-required street and sidewalk improvements to be compatible with changes/adjustments in finished pavement surfaces.</p>
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<p><b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b></p> <p>Crack sealing for Trillium Blvd will be performed by City Operations and Maintenance staff in advance of construction, where full-depth pavement is not removed. Negligible long-term impact to City O&amp;M demands.</p>
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 320,000			\$ 320,000
Construction						\$ 2,300,000			\$ 2,300,000
Contingency						\$ 460,000			\$ 460,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,080,000	\$ -	\$ -	\$ 3,080,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 3,080,000			\$ 3,080,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,080,000	\$ -	\$ -	\$ 3,080,000



PROJECT NAME:	Mill Creek Blvd Overlay and Rehabilitation	TRANSPORTATION
PROJECT #:	ST90018	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

The July 2021 Pavement Management Analysis Report by Infrastructure Management Services identified segments of streets that had Pavement Condition Indices (PCIs) in the 50 to 60 range (corresponding to a "Fair" to "Good" condition). These conditions are nearly at the minimum level of service called for in the 2015 Mill Creek Comprehensive Plan. Pavement preservation methods are still feasible for streets with this level of condition, but generally involve much more extensive full-depth pavement replacement panels, areas of street subgrade reconditioning and recompaction, and similar project elements more expensive and longer in construction duration than a typical thin- to medium-overlay project. This project to overlay and rehabilitate the condition of Mill Creek Blvd is one example. This work will generally include grinding and full-width milling of at least the upper 3-6 inches of street surface for much of the area, removal and replacement of panels of asphalt requiring full depth replacement, regrading and recompaction of the street in full-depth replacement areas, placement of new asphalt, adjustments of utility lid rims, and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. Unlike most pavement preservation overlay project, this project includes all associated ADA-required street and sidewalk improvements to be compatible with changes/adjustments in finished pavement surfaces. This project will also correct significant sidewalk tripping hazards and replace broken curbs and gutters.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Crack sealing for Mill Creek Blvd will be performed by City Operations and Maintenance staff in advance of construction, where full-depth pavement is not removed. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM				\$ 250,000					\$ 250,000
Construction					\$ 1,100,000				\$ 1,100,000
Contingency					\$ 220,000				\$ 220,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,320,000	\$ -	\$ -	\$ -	\$ 1,570,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET				\$ 250,000	\$ 1,320,000				\$ 1,570,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,320,000	\$ -	\$ -	\$ -	\$ 1,570,000

# **SURFACE WATER UTILITY**

## **SUB-SECTIONS INCLUDE:**

- **SURFACE WATER UTILITY PROJECTS (SW PROJECTS)**
- **SURFACE WATER UTILITY ANNUAL PROGRAMS**
  - **AGING & FAILING INFRASTRUCTURE PROGRAM**
  - **CATCH BASIN/PUBLIC FACILITY INSPECTION AND CONTRACTED MAINTENANCE PROGRAM**

# **SURFACE WATER UTILITY (SW) PROJECTS**

PROJECT NAME:	Mill Creek Rd Storm Pipe Extension	SURFACE WATER UTILITY
PROJECT #:	SW00001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> Mill Creek Road currently lacks stormwater conveyance (pipes and catch basins) along the south/southeast side of the street from the intersection of this street with Bothell- Everett Highway to a point approximately 1400 feet northeast. This area received water drainage from the vegetated slope along the road, as well as drainage flowing downhill on the street. During storms and other significant surface water events, the water does not stay in the curb and gutter, but tends to flow out over the street surface (and can freeze during the winter season). This project will install approximately 1,400 lineal feet of stormwater pipe and catch basins along the south/southeast side of the street to capture stormwater more effectively before routing it to the existing stormwater conveyance on the north/northwest side of the street before the base of the hill at the Mill Creek Rd/Bothell- Everett Highway intersection. This project will also include removing and replacing concrete curb and gutter and asphalt street surface for the total length of the improvement, and may also require replacing the guardrail on the south side of the street if it will be disturbed by construction activities.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Adds closed storm pipe and catch basins with a consequent incremental expense for regular, periodic maintaince by O&M in proportion.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 250,000			\$ 250,000
Construction							\$ 775,000		\$ 775,000
Contingency							\$ 155,000		\$ 155,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 930,000	\$ -	\$ 1,180,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility						\$ 250,000	\$ 930,000		\$ 1,180,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 930,000	\$ -	\$ 1,180,000

PROJECT NAME:	Mill Creek Blvd/161st St SE Storm Pipe Replacement	SURFACE WATER UTILITY
PROJECT #:	SW00002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> Flooding during and after periods of wet weather at the intersection between Mill Creek Blvd and 161st St SE, particularly in the northeast corner of the intersection, has been an annual problem. Some portion of the pipe under the intersection, mostly likely the pipe section under 161st St SE, may have partially failed. This project proposes to replace failed pipes beneath this intersection. It is expected that the outfall pipe to Pond 6 itself is still in servicable condition. As the problem this project addresses is a current one and needs to be addressed in a timely fashion, this project has been separated from the larger Mill Creek Blvd transportation and surface water utility projects scheduled in the future.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Replaces existing storm pipe and catch basins, so annual incremental increase over existing citywide conveyance is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM				\$ 80,000					\$ 80,000
Construction				\$ 260,000					\$ 260,000
Contingency				\$ 52,000					\$ 52,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 392,000	\$ -	\$ -	\$ -	\$ -	\$ 392,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility				\$ 392,000					\$ 392,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 392,000	\$ -	\$ -	\$ -	\$ -	\$ 392,000

PROJECT NAME:	159th PI SE Storm Pipe Replacement	SURFACE WATER UTILITY
PROJECT #:	SW00003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

#### PROJECT DESCRIPTION

Flooding during and after periods of wet weather at the intersection between Mill Creek Blvd and 159th PI SE has been an annual problem, particularly for accessing the adjacent post office. Some portion of the pipe under, possibly under 159th PI SE, may have partially failed and is now causing flooding onto the street. This project proposes to identify and replace failed pipes beneath the streets near this intersection. As the problem this project addresses is a current one, this project has been separated from larger Mill Creek Blvd transportation and surface water utility projects scheduled in the future.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Replaces existing storm pipe and catch basins, so annual incremental increase over existing citywide conveyance is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM				\$ 24,000					\$ 24,000
Construction				\$ 80,000					\$ 80,000
Contingency				\$ 16,000					\$ 16,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility				\$ 120,000					\$ 120,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000

PROJECT NAME:	Seattle Hill Road/Village Green Drive Storm Pipe Extension	SURFACE WATER UTILITY
PROJECT #:	SW00004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project will extend the existing storm pipe conveyance under the curb south side of Mill Creek Road, east of the intersection between Mill Creek Road and Village Green Drive. The street grade west of that intersection is flat and the nearest existing catch basin is approximately 80 feet from the intersection corner. Due to a combination of relatively flat street and curb grade and leave and tree debris (particularly in the fall and winter seasons), water sheeting off the street and intersection is backed up instead of free-draining west following the curb-line to the catch basin. Instead, the water accumulates, collects further debris, and eventually flows off the street intersection into the Miller's Village neighborhood. This project will extend the storm pipe under the curb to a new catch basin location closer to the southwest intersection pedestrian ramp, which will improve removal of street water (particularly during autumn and winter rain events) and reduce excess runoff into the Miller's Village neighborhood.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Adds closed storm pipe and catch basins with incremental expenses for regular, periodic maintaince by O&M, but impact is minor. The annual incremental increase over existing citywide conveyance is negligible.
---

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 17,000						\$ 17,000
Construction			\$ 55,000						\$ 55,000
Contingency			\$ 11,000						\$ 11,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 83,000						\$ 83,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,000

PROJECT NAME:	North Creek Drive Stormwater Improvements	SURFACE WATER UTILITY
PROJECT #:	SW00006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b>
This project anticipates that the City's Dobson/Remillard/Church/Cook (DRCC) property development moving forward in phases in accordance with recommendations to be developed out of the 2023 Master Plan project (PK00001). It is anticipated that development of the City's property for recreational and similar purposes will necessitate stormwater utility improvements under North Creek Drive between the Heatherwood Apartments area and the Mill Creek Sports Park/Freedom Field, both to support the needs of the adjacent City property developments as well as new pedestrian improvements to North Creek Drive. North Creek Drive currently has no stormwater utility service along the frontage of the City property, and will require both pipes and catch basins to capture and convey stormwater once curbs and sidewalks are constructed. Further, even if flow control and/or water quality facilities are incorporated into the development of the City property, the changes in stormwater conveyance and service needs may necessitate additional stormwater facilities to address new impervious surfaces, new and/or re-routed outfalls, and potential modifications to the existing stormwater pond adjacent to the west side of North Creek Drive to address additional stormwater management needs. Estimates of this project's expenses and potential funding source(s) will need to be updated in a future Capital Improvement Plan, once the Master Plan has been completed and adopted, as particular preferred development plans may require different stormwater improvements. This project is associated with a similar non-motorized transportation improvement project (NM00004).

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
This project will result in an incremental increase in City O&M to maintain new stormwater pipes, catch basins, potential outfalls, and improvements to the nearby public stormwater pond.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 180,000				\$ 180,000
Construction						\$ 600,000			\$ 600,000
Contingency						\$ 120,000			\$ 120,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 720,000	\$ -	\$ -	\$ 900,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 180,000	\$ 720,000			\$ 900,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 720,000	\$ -	\$ -	\$ 900,000



PROJECT NAME:	164th St Storm Pipe Extension	SURFACE WATER UTILITY
PROJECT #:	SW00009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project will correct an existing street drainage issue on the north side of 164th Street SE, between the North Creek Presbyterian Church located at 621 164th St SE and the North Creek Bridge. Stormwater piping under the curb along the north side of the street daylight into a drainage swale directly east of the east driveway for the church property. This swale, running parallel to the sidewalk, was apparently blocked by some combination of the overhead utility poles, accumulated vegetation, or both. As the channel does not drain positively to North Creek, it instead spills out over the sidewalk and into the street. This project anticipates building an inlet in the existing, un-obstructed section of the channel and a pipe connection under the existing sidewalk to an adjacent City catch basin. This project is scheduled for 2023 in anticipation that the project can be performed cooperatively with Community Transit's current construction schedule for the Orange Swift Line improvements on 164th St SE in 2023.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Adds closed storm pipe and an inlet with grate, with incremental expenses for regular, periodic maintaince by O&M. The annual incremental increase over existing citywide conveyance is negligible.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 10,000						\$ 10,000
Construction			\$ 25,000						\$ 25,000
Contingency			\$ 5,000						\$ 5,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 40,000						\$ 40,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000

PROJECT NAME:	Emergency Spill Response & Cleanup	SURFACE WATER UTILITY
PROJECT #:	SW00010	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

The City is obliged to provide on-call emergency spill response, coordination, containment, and clean-up services as part of our overall operation and maintenance of the public storm water system. This is a requirement of State of Washington law, as well as conditions of the Phase II Municipal Stormwater Permit issued to the City by the Washington State Department of Ecology. This responsibility also includes containment of spills that occur on private property that intrude, or may intrude, into the public stormwater system. The City Operations and Maintenance staff have limited spill containment materials and equipment, and do not have the capacity or capability to contain moderate and larger spills. City staff also does not have the capacity or capability of performing most spill clean-up and/or remediation activities. Consequently the City contracts a emergency spill responder on an on-call basis to provide all supervision, labor, tools, equipment (including traffic control), containment and cleanup materials, disposal of contaminated materials, and related services. These services include containment and cleanup activities for both ground surfaces as well as underground stormwater pipes and catch basins. As these services are deployed by the City on an on-call basis and actual frequency and/or scale of incidents cannot be estimated in advance, the expense estimates per year are approximate.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project supplements City O&M by providing services not feasible with City equipment and personnel resources. No negative impacts anticipated.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction			\$ 80,000	\$ 84,000	\$ 88,500	\$ 93,000	\$ 97,500	\$ 102,500	\$ 545,500
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 80,000	\$ 84,000	\$ 88,500	\$ 93,000	\$ 97,500	\$ 102,500	\$ 545,500

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 80,000	\$ 84,000	\$ 88,500	\$ 93,000	\$ 97,500	\$ 102,500	\$ 545,500
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 80,000	\$ 84,000	\$ 88,500	\$ 93,000	\$ 97,500	\$ 102,500	\$ 545,500

PROJECT NAME:	Mill Creek Blvd Stormwater Subbasin Plan	SURFACE WATER UTILITY
PROJECT #:	SW00011	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

This project will address key "next steps" as recommended by the 2021 Mill Creek Blvd Subarea Plan. In order to make the subarea more attractive to prospective redevelopers, infrastructure planning (both surface and subsurface) needs to be completed and future capital improvement project scope and budget needs need to be identified. This stormwater subbasin study project will focus on the stormwater utility improvements for the subarea, including modeling of both existing and anticipated future stormwater management needs. This will include evaluations of options for regional stormwater management facilities and strategies to better support the overall subarea redevelopment. In particular, this study will explore possibilities for replacing the function of Pond 6, currently a significant surface footprint within the Mill Creek Blvd subarea. This project will not focus on stormwater utilities within the 164th St SE corridor, as those are in a separate drainage subbasin. Completion of this study, in conjunction with a transportation corridor study (Project # ST00001), will provide support for future grant and other external funding applications to be applied to future capital improvement projects for this area.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan/Study Development					\$ 140,000				\$ 140,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 140,000				\$ 140,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000

PROJECT NAME:	Citywide Stream Water Quality Sampling	SURFACE WATER UTILITY
PROJECT #:	SW00012	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology (Ecology), the City of Mill Creek is required to maintain a monthly program of stream sampling and water quality testing for fecal coliform bacteria. Samples are collected in the field and submitted to an analytical testing laboratory, who subsequently provides the data reports back to the City Surface Water Utility program. This data is compiled and tracked by the City, and submitted to Ecology in accordance with the regional Total Maximum Daily Load (TMDL) monitoring program for North Creek. Additional, samples are collected from Mill Creek, as that stream has historically shown elevated fecal coliform bacteria levels (particularly during sustained periods of warm weather). Additional monthly samples allow for possible source investigation and tracking to identify particular pollution sources for correction. Although this work can be performed by City staff, this project proposes to contract out the field and laboratory testing labor and associated expenses in order to free City staff resources for other surface water utility-related work.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Field Sampling			\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	\$ 195,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	\$ 195,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	\$ 195,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	\$ 195,000

# **SURFACE WATER UTILITY ANNUAL PROGRAMS**

## **AGING & FAILING INFRASTRUCTURE PROGRAM**

PROJECT NAME:	2022-2023 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

PROJECT DESCRIPTION
This project continues the stormwater pipe repair and rehabilitation recommendations from a program work plan generated in 2018 and based upon pipe camera data collected between 2012 and 2017. Subject pipes for this work plan were pipes 18-inches in diameter or greater. Pipes found in a failed condition in 2018 (termed "Grade F" in the 2018 work plan) were replaced and/or repaired previously, so the focus of this utility aging & failing infrastructure program is to preventably rehabilitate pipes with trenchless methods that stop excess wear and help these pipes maintain their designed function for their expected operational life. The goal of the 2018 work plan is to complete rehabilitation of affected pipes showing excess wear, but not failure, (known as "Grade C") within 10 years of the camera date of the issue identified. To date, the City has kept up with this 10 year deadline, with most repairs being completed inside of 10 years. At current rehabilitation rates, the pipe issues identified in the 2018 work plan are anticipated to be completed by 2025.

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM		\$ 75,000	\$ 30,000						\$ 105,000
Construction			\$ 450,000						\$ 450,000
Contingency			\$ 90,000						\$ 90,000
									\$ -
Total Project Expenditures	\$ -	\$ 75,000	\$ 570,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility		\$ 75,000	\$ 570,000						\$ 645,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
Total Project Revenues	\$ -	\$ 75,000	\$ 570,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 645,000

PROJECT NAME:	2023-2024 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

This project continues the stormwater pipe repair and rehabilitation recommendations from a program work plan generated in 2018 and based upon pipe camera data collected between 2012 and 2017. Subject pipes for this work plan were pipes 18-inches in diameter or greater. Pipes found in a failed condition in 2018 (termed "Grade F" in the 2018 work plan) were replaced and/or repaired previously, so the focus of this utility aging & failing infrastructure program is to preventably rehabilitate pipes with trenchless methods that stop excess wear and help these pipes maintain their designed function for their expected operational life. The goal of the 2018 work plan is to complete rehabilitation of affected pipes showing excess wear, but not failure, (known as "Grade C") within 10 years of the camera date of the issue identified. To date, the City has kept up with this 10 year deadline, with most repairs being completed inside of 10 years. At current rehabilitation rates, the pipe issues identified in the 2018 work plan are anticipated to be completed by 2025. This project schedule was shifted to return the City to a project cycle of winter designs and summer construction activities.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 100,000						\$ 100,000
Construction				\$ 670,000					\$ 670,000
Contingency				\$ 100,000					\$ 100,000
									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 770,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 870,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 100,000	\$ 770,000					\$ 870,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 770,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 870,000</b>

PROJECT NAME:	Storm Pipe Rehabilitation Work Plan Update	SURFACE WATER UTILITY
PROJECT #:	SW90003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

PROJECT DESCRIPTION
The work identified in 2018 work plan to repair and rehabilitate stormwater pipes 18 inches in diameter and greater is anticipated to be completed by 2025. However, the repairs and areas of wear identified in the 2018 work plan were based on older pipe camera data (2012 to 2017). Stormwater pipes are always in service, often have constant water flows, and can be compromised by a variety of changing conditions over time (e.g. rod intrusion, accidental damage by horizontal utility drilling and other construction activities, etc.). Consequently, it is necessary for the continued success of the program to update the work plan using current pipe camera data and continue the program's annual activities into the future. This project will update and replace the 2018 work plan with a comprehensive new aging and failing infrastructure program focused on new/emergent wear conditions in the stormwater pipes 18 inches in diameter or greater. This new work plan is anticipated to establish the next ten years of repairs and/or rehabilitation needed. This project will include comprehensive pipe camera work for all stormwater pipes 18 inches or greater (approximately 36,000 lineal feet of pipe), followed by development of the work plan. Storm pipes smaller than 18 inches in diameter will be addressed through a different proposed project (City Project Number SW90005).

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development				\$ 80,000					\$ 80,000
Construction									\$ -
Contingency									\$ -
Total Project Expenditures \$	-	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility				\$ 80,000					\$ 80,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
Total Project Revenues \$	-	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000



PROJECT NAME:	2024-2025 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
This project continues the stormwater pipe repair and rehabilitation recommendations from a program work plan generated in 2018 and based upon pipe camera data collected between 2012 and 2017. Subject pipes for this work plan were pipes 18-inches in diameter or greater. Pipes found in a failed condition in 2018 (termed "Grade F" in the 2018 work plan) were replaced and/or repaired previously, so the focus of this utility aging & failing infrastructure program is to preventably rehabilitate pipes with trenchless methods that stop excess wear and help these pipes maintain their designed function for their expected operational life. The goal of the 2018 work plan is to complete rehabilitation of affected pipes showing excess wear, but not failure, (known as "Grade C") within 10 years of the camera date of the issue identified. To date, the City has kept up with this 10 year deadline, with most repairs being completed inside of 10 years. At current rehabilitation rates, the pipe issues identified in the 2018 work plan are anticipated to be completed by 2025.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM				\$ 140,000					\$ 140,000
Construction					\$ 710,000				\$ 710,000
Contingency					\$ 140,000				\$ 140,000
									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 850,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 990,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility				\$ 140,000	\$ 850,000				\$ 990,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,000</b>	<b>\$ 850,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 990,000</b>

PROJECT NAME:	12-inch Storm Pipe Rehabilitation Work Plan	SURFACE WATER UTILITY
PROJECT #:	SW90005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
The City stormwater utility aging and failing infrastructure program has focused primarily upon stormwater pipes 18 inches or greater in diameter because failure of these pipes can be expected to result in sinkholes or similar significant damage to City infrastructure and may prove a public safety hazard. However, the same excessive wear conditions present in larger-diameter pipes can also cause failures in smaller-diameter pipes, which causes loss of conveyance (particularly during and shortly after storm or sustained rainfall) and flooding of streets and adjacent properties. There is more than 70,000 lineal feet of smaller-diameter publicly-operated stormwater pipe to explore. This project will generate a program work plan similar to that used for the 18-inch and greater stormwater pipe, with identifications of "Grade F" (replace immediately) and "Grade C" (rehabilitate within 10-years of identification) used in the same fashion as currently used for the program. As this work will take more time to complete, annual repair and/or rehabilitation of 12-inch and smaller stormwater pipe has not been included in the 2023-2028 Capital Improvement Plan.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development					\$ 125,000				\$ 125,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 125,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 125,000				\$ 125,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 125,000</b>

PROJECT NAME:	2025-2026 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

PROJECT DESCRIPTION
This project anticipates the completion of a new stormwater pipe aging and failing work plan completed during 2014 to 2015. The work is expected to follow the same general parameters, with trenchless methods used to rehabilitate stormwater water pipes 18 inches or greater in diameter that are showing signs of excessive wear that may lead to replacement needs (or failures) prior to the end of a pipe's expected operational life. As this plan and its recommended scope is not complete yet, the funding and expense levels indicated below are 'placeholders' to be reviewed and revised in the future.

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 120,000				\$ 120,000
Construction						\$ 600,000			\$ 600,000
Contingency						\$ 120,000			\$ 120,000
									\$ -
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ -	\$ -	\$ 840,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 120,000	\$ 720,000			\$ 840,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
Total Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ -	\$ -	\$ 840,000

PROJECT NAME:	2026-2027 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project anticipates the completion of a new stormwater pipe aging and failing work plan completed during 2014 to 2015. The work is expected to follow the same general parameters, with trenchless methods used to rehabilitate stormwater water pipes 18 inches or greater in diameter that are showing signs of excessive wear that may lead to replacement needs (or failures) prior to the end of a pipe's expected operational life. As this plan and its recommended scope is not complete yet, the funding and expense levels indicated below are 'placeholders' to be reviewed and revised in the future.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 120,000			\$ 120,000
Construction							\$ 600,000		\$ 600,000
Contingency							\$ 120,000		\$ 120,000
									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 720,000</b>	<b>\$ -</b>	<b>\$ 840,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility						\$ 120,000	\$ 720,000		\$ 840,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 720,000</b>	<b>\$ -</b>	<b>\$ 840,000</b>

PROJECT NAME:	2027-2028 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project anticipates the completion of a new stormwater pipe aging and failing work plan completed during 2014 to 2015. The work is expected to follow the same general parameters, with trenchless methods used to rehabilitate stormwater water pipes 18 inches or greater in diameter that are showing signs of excessive wear that may lead to replacement needs (or failures) prior to the end of a pipe's expected operational life. As this plan and its recommended scope is not complete yet, the funding and expense levels indicated below are 'placeholders' to be reviewed and revised in the future.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 120,000		\$ 120,000
Construction								\$ 600,000	\$ 600,000
Contingency								\$ 120,000	\$ 120,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ 840,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility							\$ 120,000	\$ 720,000	\$ 840,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 720,000	\$ 840,000

PROJECT NAME:	2028-2029 Grade C Pipe Rehabilitation	SURFACE WATER UTILITY
PROJECT #:	SW90009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

PROJECT DESCRIPTION
This project anticipates the completion of a new stormwater pipe aging and failing work plan completed during 2014 to 2015. The work is expected to follow the same general parameters, with trenchless methods used to rehabilitate stormwater water pipes 18 inches or greater in diameter that are showing signs of excessive wear that may lead to replacement needs (or failures) prior to the end of a pipe's expected operational life. As this plan and its recommended scope is not complete yet, the funding and expense levels indicated below are 'placeholders' to be reviewed and revised in the future. Construction expenses and supporting funding for this project are also outside the current 2023-2028 "window" of the 2023-2028 Capital Improvement Plan.

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
This project is a rehabilitation of existing pipes, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 100,000	\$ 100,000
Construction									\$ -
Contingency									\$ -
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility								\$ 100,000	\$ 100,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
Total Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000

# **SURFACE WATER UTILITY ANNUAL PROGRAMS**

## **CATCH BASIN/PUBLIC FACILITY INSPECTION AND CONTRACTED MAINTENANCE PROGRAM**

PROJECT NAME:	2022-2023 Catch Basin/Public Facility Inspection	SURFACE WATER UTILITY
PROJECT #:	SW80001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
 To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete a comprehensive inspection of all publicly-owned catch basins (approximately 4400) every two years. Additionally, the permit requires public stormwater facility inspections (approximately 40) be completed on an annual basis. As part of these catch basin and facility inspections, illicit discharge detection and elimination (IDDE) screening required by the permit is included. In addition to the described inspection activities, temporary traffic control is required for most locations to protect both the public and the inspector(s). This project scope, as required by the permit, is substantially beyond realistic internal staffing resources and is contracted out, with the findings for each inspected basin and facility integrated into surface water utility capital projects and/or operations and maintenance activities, as appropriate. This project incorporates the contracted work started in 2022 for the current August 2021 to August 2023 permit-required two-year period for catch basins and the 2022 annual facility inspections.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
 This project replaces need for operations and maintenance and/or City engineering inspection resources; and reduces catch basin, pipe, and facility maintenance costs by focusing on actual needs.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM		\$ 150,000	\$ 156,000						\$ 306,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ 150,000	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility		\$ 100,000	\$ 156,000						\$ 256,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Ecology Capacity Grant		\$ 50,000							\$ 50,000
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ 150,000	\$ 156,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,000



PROJECT NAME:	2023 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

PROJECT DESCRIPTION
To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during 2023 (City Project Number SW80001). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out.

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction			\$ 84,000						\$ 84,000
Contingency									\$ -
Total Project Expenditures	\$ -	\$ -	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 84,000						\$ 84,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
Total Project Revenues	\$ -	\$ -	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,000

PROJECT NAME:	2023-2025 Catch Basin/Public Facility Inspection	SURFACE WATER UTILITY
PROJECT #:	SW80003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology (as well as future such permits), the City of Mill Creek is required to complete a comprehensive inspection of all publicly-owned catch basins (approximately 4400) every two years. Additionally, the permit requires public stormwater facility inspections (approximately 40) be completed on an annual basis. As part of these catch basin and facility inspections, illicit discharge detection and elimination (IDDE) screening required by the permit is included. In addition to the described inspection activities, temporary traffic control is required for most locations to protect both the public and the inspector(s). This project scope, as required by the permit, is substantially beyond realistic internal staffing resources and is contracted out, with the findings for each inspected basin and facility integrated into surface water utility capital projects and/or operations and maintenance activities, as appropriate. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024. This project incorporates contracted inspection services for the August 2023 to August 2025 permit-required two-year period for catch basins and the 2023, 2024, and 2025 annual facility inspections.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
This project replaces need for operations and maintenance and/or City engineering inspection resources; and reduces catch basin, pipe, and facility maintenance costs by focusing on actual needs.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 310,000						\$ 310,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility			\$ 260,000						\$ 260,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Ecology Capacity Grant			\$ 50,000						\$ 50,000
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000

PROJECT NAME:	2024 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
 To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during the current inspection project (City Project Number SW80003). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
 This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction				\$ 88,500					\$ 88,500
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ 88,500

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility				\$ 88,500					\$ 88,500
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ 88,500

PROJECT NAME:	2025 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during the current inspection project (City Project Number SW80003). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction					\$ 93,000				\$ 93,000
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 93,000	\$ -	\$ -	\$ -	\$ 93,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 93,000				\$ 93,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 93,000	\$ -	\$ -	\$ -	\$ 93,000

PROJECT NAME:	2025-2027 Catch Basin/Public Facility Inspection	SURFACE WATER UTILITY
PROJECT #:	SW80006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
 To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology (as well as future such permits), the City of Mill Creek is required to complete a comprehensive inspection of all publicly-owned catch basins (approximately 4400) every two years. Additionally, the permit requires public stormwater facility inspections (approximately 40) be completed on an annual basis. As part of these catch basin and facility inspections, illicit discharge detection and elimination (IDDE) screening required by the permit is included. In addition to the described inspection activities, temporary traffic control is required for most locations to protect both the public and the inspector(s). This project scope, as required by the permit, is substantially beyond realistic internal staffing resources and is contracted out, with the findings for each inspected basin and facility integrated into surface water utility capital projects and/or operations and maintenance activities, as appropriate. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024. This project incorporates contracted inspection services for the August 2025 to August 2027 permit-required two-year period for catch basins and the 2025, 2026, and 2027 annual facility inspections. This project budget will need to be updated in future capital plans as and when added City catch basins and/or stormwater facilities may increase the inspection needs.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
 This project replaces need for operations and maintenance and/or City engineering inspection resources; and reduces catch basin, pipe, and facility maintenance costs by focusing on actual needs.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM					\$ 340,000				\$ 340,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility					\$ 290,000				\$ 290,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Ecology Capacity Grant					\$ 50,000				\$ 50,000
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>

PROJECT NAME:	2026 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

**PROJECT DESCRIPTION**  
 To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during the current inspection project (City Project Number SW80006). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024.

**ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT**  
 This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction						\$ 97,500			\$ 97,500
Contingency									\$ -
<b>Total Project Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,500</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility						\$ 97,500			\$ 97,500
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 97,500</b>

PROJECT NAME:	2027 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during the current inspection project (City Project Number SW80006). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction							\$ 102,500		\$ 102,500
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,500	\$ -	\$ 102,500

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility							\$ 102,500		\$ 102,500
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,500	\$ -	\$ 102,500

PROJECT NAME:	2027-2029 Catch Basin/Public Facility Inspection	SURFACE WATER UTILITY
PROJECT #:	SW80009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology (as well as future such permits), the City of Mill Creek is required to complete a comprehensive inspection of all publicly-owned catch basins (approximately 4400) every two years. Additionally, the permit requires public stormwater facility inspections (approximately 40) be completed on an annual basis. As part of these catch basin and facility inspections, illicit discharge detection and elimination (IDDE) screening required by the permit is included. In addition to the described inspection activities, temporary traffic control is required for most locations to protect both the public and the inspector(s). This project scope, as required by the permit, is substantially beyond realistic internal staffing resources and is contracted out, with the findings for each inspected basin and facility integrated into surface water utility capital projects and/or operations and maintenance activities, as appropriate. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024. This project budget will need to be updated in future capital plans as and when added City catch basins and/or stormwater facilities may increase the inspection needs. This project incorporates contracted inspection services for the August 2027 through the end of 2028 for catch basins and the facility inspections for 2028. This is shorter than the permit-required period through August 2029 and this project will be required to be updated in a future capital improvement plan to address inspections in 2029.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project replaces need for operations and maintenance and/or City engineering inspection resources; and reduces catch basin, pipe, and facility maintenance costs by focusing on actual needs.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 370,000	\$ 370,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 370,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility								\$ 320,000	\$ 320,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Ecology Capacity Grant								\$ 50,000	\$ 50,000
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 370,000</b>



PROJECT NAME:	2028 Catch Basin and Pipe Cleaning	SURFACE WATER UTILITY
PROJECT #:	SW80012	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

To comply with the provisions of the 2019-2024 Western Washington Phase II Municipal Stormwater Permit issued by the Washington State Department of Ecology, the City of Mill Creek is required to complete any non-capital/non-construction inspection items for catch basins within six months and stormwater facilities within a year. Consequently, this project will provide the follow-up cleaning and waste disposal services required to remove excess sediment in publicly-owned catch basins and within pipes near the basin connection points. More significant repair and/or replacement work identified through inspections will be programmed as one or more separate projects, if and when needed. In general, this project will address cleaning needs identified during the current inspection project (City Project Number SW80009). This also includes temporary traffic control required for most locations to protect both the public and the worker(s). This project scope is substantially beyond realistic internal staffing and equipments resources, requiring both heavy equipment and disposal facilities the City does not have. Consequently, this work is contracted out. This project assumes no permit requirement changes in a new Western Washington Phase II Municipal Stormwater Permit to be issued to the City in 2024.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

This project is a rehabilitation of existing pipe and catch basin conditions through cleaning and sediment removal, so will generate negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM									\$ -
Construction								\$ 107,500	\$ 107,500
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,500	\$ 107,500

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility								\$ 107,500	\$ 107,500
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,500	\$ 107,500

## FACILITIES (FA) PROJECTS

PROJECT NAME:	Entryway ADA Upgrades for City Hall and the Library and Library Floor Repair	FACILITIES
PROJECT #:	19-BLDG-02	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> City of Mill Creek has become a popular destination for passport customers, library patrons as well as other customers. The doors and Americans with Disabilities (ADA) entrances have experienced an elevated level of wear and tear on the City Hall South and Library Buildings. The current doors and openers are failing due to age and the number of cycles they receive. Maintenance repair and downtime have increased over the last few years. This project would replace the worn door hardware, ADA openers and related components to ensure we meet the needs of all Mill Creek residents and customers. Per the 2004 annexation agreement between the City and the Sno-Isle Intercounty Rural Library District, the City is responsible for repair and capital costs. Additionally, the library floor is developing sagging in several areas. This project will remove the existing carpeting and subfloor, and reinforce the existing floor joists with additional joist members. New flooring will be installed.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> NEEDED
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Construction (Equipment/Installation)			\$ 40,000						\$ 40,000
Construction (Library Flooring)			\$ 80,000						\$ 80,000
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund			\$ 120,000						\$ 120,000
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000

PROJECT NAME:	Police Station Radio Reception Improvement	FACILITIES
PROJECT #:	FA00001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> Police radio reception in City Hall South is currently hindered by the concrete walls and is located in an area of the building with weak public safety radio reception. While future improvements to the regional radio systems will be intended to improve signal strength throughout Mill Creek, those improvements by others are not likely to be implemented until 2024 or later. An auxiliary antenna and amplifier system is a possible approach to increase signal strength and improve reception and transmission within City Hall South. Project involves evaluation of the current conditions, then design and implementation of a Bi-directional Antenna/Distributed Antenna System (BDA/DAS) within a conditioned space, powered by generator backed-up power.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to incrementally increase O&M facility costs for City Hall South, in order to service and maintain the renovated space conditions, generator, and antenna and associated equipment.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM			\$ 15,000						\$ 15,000
Construction			\$ 60,000						\$ 60,000
Contingency			\$ 5,000						\$ 5,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund			\$ 80,000						\$ 80,000
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000

PROJECT NAME:	Citywide Facilities ADA Transition Plan Update	FACILITIES
PROJECT #:	FA00002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The last major update to the City Americans with Disabilities Act (ADA) Transition and Implementation Plan was in 2015, and both the 2013 and 2015 updates were largely dependent upon the last substantial field assessment in 2011. The previous assessments and plan documents focused more on right-of-way (ROW) ADA issues than City facilities such as City-owned buildings (i.e City Halls, the Library, etc.) or City Parks. During the period since then, the City has performed a number of facility-related ADA improvements, but these have not been tracked in an organized, policy-driven fashion. This project will provide for doing a comprehensive assessment and inventory of existing ADA-compliance issues, along with a review of current ADA guidelines as applicable. This plan document will also update the City's standards for capital project development, ongoing tracking of new and changed ADA guidelines related to public buildings and similar facilities, and operations and maintenance activities related to facilities ADA compliance.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development					\$ 65,000				\$ 65,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund					\$ 65,000				\$ 65,000
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000

<b>PROJECT NAME:</b>	<b>Public Works Yard Facility Value Engineering Study</b>	<b>FACILITIES</b>
<b>PROJECT #:</b>	<b>FA00003</b>	
<b>DEPARTMENT</b>	<b>Public Works and Development Services</b>	
<b>PROJECT CATEGORY</b>	<b>Non-Capitalized Engineering/Planning</b>	
<b>NEW CAPITAL ASSETS (YES/NO)</b>	<b>No</b>	

<b>PROJECT DESCRIPTION</b>
<p>This is a rollover project from the 2021-2026 Capital Improvement Plan (previously Project # 17-BLDG-02). The City does not currently have a property that provides adequate vehicle and equipment parking, materials storage, service equipment, and related facilities to support City Operations and Maintenance activities. The City has reviewed previously potential properties, including the Cook property portion of the overall DRCC group of City-owned undevelopment properties and a developed property presently owned by Silver Lake Water and Wastewater Utility District on 132nd Ave SE. The work to-date has been partially supported by a state grant administered by the Washington State Department of Commerce. The project has been put on hold for a few years, and Operations and Maintenance needs and requirements have changed over that period. This project will perform an updated needs analysis of current City Operations and Maintenance needs and requirements for a yard facility. This study will evaluate options for potential properties both within the City of Mill Creek and in the immediate unincorporated Snohomish County vicinity to identify potential candidate properties that fit the parameters of the needs analysis. Actual property acquisition and (re-) development will be addressed by a future project (Project # FA00004).</p>

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Pre-2022 Studies (Cook Property and others)		\$ -							\$ -
Updated Needs Analysis/Study				\$ 75,000					\$ 75,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund				\$ 75,000					\$ 75,000
Department of Commerce Grant (Secured)		\$ -							\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

PROJECT NAME:	Public Works Yard Acquisition and Redevelopment	FACILITIES
PROJECT #:	FA00004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b>
This project anticipates the need for property acquisition and (re-development) of the acquired property as a City operations and maintenance yard facility that will provide adequate vehicle and equipment parking, materials storage, service equipment, and related facilities for the Department of Public Works/Development Services. This project will proceed based on the recommendations of the needs analysis study to be developed by a previous project (Project # FA00003). As the exact property acquisition costs and redevelopment scope is not known presently, this project will need to be updated in a future capital improvement plan.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
This project is anticipated to (re-) develop a property to service as a yard facility for the City. The additional facility expense impacts will be assessed once the project estimates are finalized.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Property Acquisition							\$ 1,000,000		\$ 1,000,000
Design+Inspection/CM								\$ 450,000	\$ 450,000
Construction								\$ 1,500,000	\$ 1,500,000
Contingency								\$ 300,000	\$ 300,000
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 2,250,000	\$ 3,250,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund							\$ 1,000,000	\$ 2,250,000	\$ 3,250,000
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 2,250,000	\$ 3,250,000

PROJECT NAME:	City Hall North HVAC Replacement	FACILITIES
PROJECT #:	FA00005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project will replace and commission multiple liquid-cooled heat pumps in City Hall North. Several are currently non-operational and others are close to failing. These heat pumps serve City staff area, tenant spaces, and the large Community Room. In addition to the actual HVAC work, the project includes ceiling tile replacement due to access requirements. The estimate also includes unknown failed duct work replacements. Although funding has already been allocated to this project, it is anticipated that this project will not proceed with equipment purchase and installation until it can be combined with a more general City Hall North Renovation project (City Project Number FA00006).
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project replaces existing non-operational or faulty equipment, which will result in a reduction in O&M time and expenses.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Equipment and Installation			\$ 200,000						\$ 200,000
									\$ -
									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund			\$ 200,000						\$ 200,000
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000



PROJECT NAME:	City Hall North Building Renovation	FACILITIES
PROJECT #:	FA00006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> The City Hall North building roof was installed in 1998 and is reaching the end of its useful life, in spite for good inspection and remedial repair practices. Additionally, the building has not yet been upgraded to current seismic performance standards, representing a potential future risk to City emergency operations and response (particularly if a City Emergency Operations Center is eventually to be located in City Hall North in the future). As both needs generally need to be addressed at the same time, an overall renovation project is envisioned. Note: although previous conceptual design work has been done, this work is not expected to meet current Building Code standards and requirements. The estimate provided also represents a conceptual cost, and both design and construction costs will need to be validated by a structural engineer and updated in a future budget adjustment, as needed.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project will remove need for occasional facility remedial repair and inspection activities by O&M, and so is not anticipated to add either cost or time.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 270,000			\$ 270,000
Construction							\$ 900,000		\$ 900,000
Contingency							\$ 180,000		\$ 180,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ 1,080,000	\$ -	\$ 1,350,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund						\$ 270,000	\$ 1,080,000		\$ 1,350,000
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ 1,080,000	\$ -	\$ 1,350,000

# PARKS (PK) PROJECTS

PROJECT NAME:	Silver Crest Park Rehabilitation	PARKS
PROJECT #:	19-PARK-02 (Old System)	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project scope will focus on the rehabilitation, replacement, and/or restoration of existing park features. This scope includes repairing/restoring the paved basketball court and fencing, replacement of benches and picnic tables (including concrete pads), replacement of play area concrete curb enclosure, rehabilitation of existing asphalt and gravel trails, and replacement of deteriorated portions of the park's wooden perimeter fence along the south and southeast sides of the park. Project will maintain existing park function.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Minimal new improvements; primarily rehabilitation of existing park features. Anticipated effects on future O&M negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design		\$ 76,038							\$ 76,038
Construction			\$ 228,462						\$ 228,462
Contingency			\$ 45,500						\$ 45,500
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ 76,038	\$ 273,962	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 161,800						\$ 161,800
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Snohomish County Grant (Parks)		\$ 76,038	\$ 23,962						\$ 100,000
State Appropriation Grant			\$ 88,200						\$ 88,200
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ 76,038	\$ 273,962	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000

PROJECT NAME:	Dobson/Remillard/Church/Cook (DRCC) Master Plan	PARKS
PROJECT #:	PK00001	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This is a rollover project from the 2021-2026 Capital Improvement Plan (previously Property Conceptualization (Dobson/Remillard/Church/Cook); Project # 21-PARK-01). This project will prepare a park/community facilities master plan to be used by the City to develop 4 presently undeveloped parcels of property located largely between Bothell-Everett Highway and North Creek Drive. These parcels are generally known by their former owners' names as Dobson, Remillard, Cook and Church, with the abbreviation 'DRCC' applied. This project scope will include site surveying and updated site conditions evaluations, public/stakeholder outreach and input (through surveys, meetings, and other applicable tools), environmental reviews, alternatives analyses for different potential development options and scenarios, recommendations for future, external funding sources and partners for development by the City, and cost estimates.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Master Plan Development		\$ 240,000							\$ 240,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET		\$ 240,000							\$ 240,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
State Appropriations Grant									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000

PROJECT NAME:	Pine Meadow Park Restroom Roof Replacement	PARKS
PROJECT #:	PK00002	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b>
This project scope will focus on repairing and/or replacing the existing shake roof on the restroom/picnic shelter building, including replacement of gutters and downspouts for the building.. This project was previously combined with a similar Cougar Park scope of work in the 2021-2026 Capital Improvement Plan as "Restroom Roof Replacement and Feature Improvements".

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
For park roof replacement, anticipated impacts on future O&M negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design (Rehabilitation + New)									\$ -
Construction (Rehabilitation + New)			\$ 50,000						\$ 50,000
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET			\$ 50,000						\$ 50,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000

PROJECT NAME:	Cougar Park Rehabilitation	PARKS
PROJECT #:	PK00003	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

#### PROJECT DESCRIPTION

This project scope will focus on the rehabilitation, replacement, and/or restoration of existing park features. This scope includes repairing and/or restoring the existing shake roof on the restroom/picnic shelter buildings, including replacement of gutters and downspouts for the buildings. This project was previously combined with a similar Pine Meadows Park scope of work in the 2021-2026 Capital Improvement Plan as "Restroom Roof Replacement and Feature Improvements".

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

For project rehabilitation of park features, anticipated effects on future O&M negligible. New improvements will add incremental costs to O&M for both surface and utility maintenance.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design					\$ 5,000				\$ 5,000
Construction					\$ 35,000				\$ 35,000
Contingency					\$ 10,000				\$ 10,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET					\$ 50,000				\$ 50,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000

PROJECT NAME:	DRCC Site Development Phase I	PARKS
PROJECT #:	PK00004	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	New	
NEW CAPITAL ASSETS (YES/NO)	Yes	

PROJECT DESCRIPTION
This project is a "phased project" placeholder anticipating that the City's Dobson/Remillard/Church/Cook (DRCC) property development will move forward in phases in accordance with recommendations to be developed out of the 2023 Master Plan project (PK00001). The scope of any "phase 1" project has not yet been determined, but may include some combination of onsite clearing and vegetation, light- to moderate-level earthwork grading, utility and other underground improvements, etc. Estimates of this project's expenses and potential funding source(s) will need to be updated in a future Capital Improvement Plan, once the Master Plan has been completed and adopted.

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
This has yet to be determined. A Phase I site development may or may not include permanent site features to be maintained, depending on final scope.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design								\$ 90,000	\$ 90,000
Construction								\$ 550,000	\$ 550,000
Contingency								\$ 110,000	\$ 110,000
									\$ -
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 750,000	\$ 750,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
Total Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000

PROJECT NAME:	Citywide Parks and Trails ADA Transition Plan Update	PARKS
PROJECT #:	PK00005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The last major update to the City Americans with Disabilities Act (ADA) Transition and Implementation Plan was in 2015, and both the 2013 and 2015 updates were largely dependent upon the last substantial field assessment in 2011. The previous assessments and plan documents focused more on right-of-way (ROW) ADA issues than City properties such as City-owned buildings (i.e City Halls, the Library, etc.) or City parks and trails. During the period since then, the City has performed a number of parks- and trails-related ADA improvements, but these have not been tracked in an organized, policy-driven fashion. This project will provide for doing a comprehensive assessment and inventory of existing ADA-compliance issues, along with a review of current ADA guidelines as applicable. This plan document will also update the City's standards for capital project development, ongoing tracking of new and changed ADA guidelines related to public parks and recreational areas, and operations and maintenance activities related to parks and trails ADA compliance.
--

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development					\$ 48,000				\$ 48,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ 48,000	\$ -	\$ -	\$ -	\$ 48,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails					\$ 48,000				\$ 48,000
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ 48,000	\$ -	\$ -	\$ -	\$ 48,000



PROJECT NAME:	Nickel Creek Park Improvements	PARKS
PROJECT #:	PK00006	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

PROJECT DESCRIPTION
This project will involve establishment of new and replacement walking trails within Nickel Creek Park. The park is largely undeveloped and past walking trails in the area have largely overgrown and disappeared. Other improvements related to the use of this park as a woodland walking area will be considered. This project has not yet been fully scoped, and the current budget estimates are provided as placeholders needing future update

ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT
New improvements such as maintained walking trails will add incremental costs to O&M for both surface and potential utility maintenance.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design								\$ 15,000	\$ 15,000
Construction								\$ 50,000	\$ 50,000
Contingency								\$ 10,000	\$ 10,000
									\$ -
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 75,000	\$ 75,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
Total Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000

PROJECT NAME:	Citywide Parks and Open Space (PROS) Plan	PARKS
PROJECT #:	PK00007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

#### PROJECT DESCRIPTION

A City Parks and Open Space (PROS) Plan combines an inventory of existing City parks features with a plan for future improvements. This plan builds upon the Parks section of the Comprehensive Plan and focuses on identifying strategic action initiatives and goals the City has for the next 6 to 20 years as they relate to public parks within the City. Development of this plan will include engagement with the City Parks Board and the general public. Work on this project is expected to build upon the concurrent efforts of the 2025 Comprehensive Plan update.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development/Update				\$ 75,000					\$ 75,000
Construction									\$ -
Contingency									\$ -
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET				\$ 75,000					\$ 75,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
State Appropriations Grant									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

PROJECT NAME:	Penny Creek Natural Area Master Plan	PARKS
PROJECT #:	PK00008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> The Penny Creek Natural Area is a largely undeveloped wetland area surrounding Penny Creek in the northeast portion of the City, east of 35th Avenue SE. This area already has limited walking trails, and is used for bird watching and similar activities by nearby residents. The City owns a portion of this area already, and anticipates acquiring additional property for the purposes of enhancing trails and similar recreational activities in this natural area. This project scope will include site surveying and updating our documentation of site conditions, public/stakeholder outreach and input (through surveys, meetings, and other applicable tools), environmental reviews, alternatives analyses and cost estimates for different potential trail and recreational scenarios (including options for a non-motorized walking connection between 35th Avenue SE and neighborhoods located east of the natural area, and project scope recommendations for future capital improvement projects.
---

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> As this project will not construct new assets or replace existing assets, impact on City O&M is negligible.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development						\$ 175,000			\$ 175,000
Construction									\$ -
Contingency									\$ -
									\$ -
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ 175,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 175,000			\$ 175,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
State Appropriations Grant									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
Total Project Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ 175,000

# NOT PROGRAMMED PROJECTS

PROJECT NAME:	164th St SE/Bothell-Everett Hwy Intersection Improvements	TRANSPORTATION
PROJECT #:	ST00007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> Based on the recommendations of a corridor study involving both 164th St SE and Mill Creek Blvd (City Project Number ST00001), this project will design and construct potential intersection improvements recommended to mitigate traffic congestion at this intersection. The scope of this project has not been determined, and engagement with the Washington State Department of Transportation (WSDOT) will be required, as Bothell-Everett Highway is jointly managed by WSDOT and the City under the 2013 Conformed Agreement. Partnership with Community Transit will also be necessary, as improvements to this intersection will need to be compatible with the operation of the Swift Green Line and Swift Orange Line bus rapid transit system routes. Consequently, certain capital improvement projects, particularly at signalized intersections, may require the City to either partner with WSDOT to complete the project and/or work with WSDOT to add intersection improvements to the State transportation capital improvement plans. Consequently, the expense and funding estimates below are placeholders and will need to be updated in a future capital improvement plan.
--

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to replace existing intersection and street features, but the specific improvements have not been determined yet.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 540,000		\$ 540,000
Construction							\$ 1,800,000		\$ 1,800,000
Contingency							\$ 360,000		\$ 360,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700,000	\$ -	\$ 2,700,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 2,700,000		\$ 2,700,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700,000	\$ -	\$ 2,700,000

PROJECT NAME:	164th St SE/Mill Creek Blvd Intersection Improvements	TRANSPORTATION
PROJECT #:	ST00008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> Based on the recommendations of a corridor study involving 164th St SE and Mill Creek Blvd (City Project Number ST00001), this project will design and construct potential intersection improvements recommended to mitigate traffic congestion at this intersection. The scope of this project has not been determined, and will require coordination and partnership with Snohomish County and Community Transit. The County operates City signals outside of the state highway corridors, and improvements will need to be compatible with the Swift Orange Line bus rapid transit line operated by Community Transit (once completed in 2024). Consequently, the expense and funding estimates below are placeholders and will need to be updated in a future capital improvement plan.
---

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to replace existing intersection and street features, but the specific improvements have not been determined yet.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 600,000	\$ 600,000
Construction								\$ 2,000,000	\$ 2,000,000
Contingency								\$ 400,000	\$ 400,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 3,000,000	\$ 3,000,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000

PROJECT NAME:	Mill Creek Blvd Street Improvement - South Phase	TRANSPORTATION
PROJECT #:	ST00009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project is currently a placeholder in the 2023-2028 Capital Improvement Plan for a future "complete streets" phased redevelopment of the right-of-way of Mill Creek Blvd. This work will follow the initial guidance of the 2021 Mill Creek Blvd Subarea Plan, along with the recommendations of a proposed transportation corridor study (Project # ST00001) and stormwater utility subbasin study (Project # SW00011). In order to correspond with an approximate compatible stormwater improvement project (which might be performed at the same time to save on overall redevelopment costs in the long run, this project footprint would extend from the intersection with 164th St SE to the intersection with 161st St SE. Note, prospective compatible improvements on 164th St SE have not been included in this future project's scope. This project will need to be updated with more appropriate design and construction costs (and associated funding) during a future capital improvement plan.
--

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to replace existing sidewalk and street features on both sides of street, but the specific improvements have not been determined yet.
--

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 800,000	\$ 800,000
Construction								\$ 4,000,000	\$ 4,000,000
Contingency								\$ 800,000	\$ 800,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,600,000	\$ 5,600,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 5,600,000	\$ 5,600,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,600,000	\$ 5,600,000

PROJECT NAME:	Mill Creek Blvd Street Improvement - North Phase	TRANSPORTATION
PROJECT #:	ST00010	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project is currently a placeholder in the 2023-2028 Capital Improvement Plan for a future "complete streets" phased redevelopment of the right-of-way of Mill Creek Blvd. This work will follow the initial guidance of the 2021 Mill Creek Blvd Subarea Plan, along with the recommendations of a proposed transportation corridor study (Project # ST00001) and stormwater utility subbasin study (Project # SW00011). In order to correspond with an approximate compatible stormwater improvement project (which might be performed at the same time to save on overall redevelopment costs in the long run, this project footprint would extend from the intersection with 161st St SE to the intersection with Bothell-Everett Highway, including a significant intersection improvement scope at the intersection of Mill Creek Blvd and Main St. Note, prospective compatible improvements on 164th St SE have not been included in this future project's scope. This project will need to be updated with more appropriate design and construction costs (and associated funding) during a future capital improvement plan.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project is anticipated to replace existing sidewalk and street features on both sides of street, but the specific improvements have not been determined yet.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 1,200,000	\$ 1,200,000
Construction								\$ 6,200,000	\$ 6,200,000
Contingency								\$ 1,000,000	\$ 1,000,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,400,000	\$ 8,400,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET								\$ 8,400,000	\$ 8,400,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,400,000	\$ 8,400,000



PROJECT NAME:	132nd St SE Corridor Study	TRANSPORTATION
PROJECT #:	ST00011	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Non-Capitalized Engineering/Planning	
NEW CAPITAL ASSETS (YES/NO)	No	

<p><b>PROJECT DESCRIPTION</b></p> <p>In addition to being a State Highway (SR 96) 132nd Street SE has seen substantial increases in multi-modal use with continuing development in unincorporated Snohomish County to the north and east of Mill Creek. There are existing safety concerns regarding this corridor from recent history, and it is expected to be a future transportation corridor of interest as growth continues under new comprehensive plans being adopted by Mill Creek, Snohomish County, and others. Consequently, this transportation corridor study will look at the current and future needs of this 2.6-mile corridor along the City's north boundary. In particular, this study will identify capital improvements and safety investments to improve levels of service on the street and, particularly, at intersections. As the street borders both the City of Everett and unincorporated Snohomish County, the study will include community engagement partnerships with both to define future needs and plans for the corridor. As responsibility for many capital improvements and shared and split between the Washington State Department of Transportation (WSDOT) and the City under the 2013 Conformed Agreement between WSDOT and municipalities like Mill Creek, that state agency will also be engaged throughout this planning study, and Mill Creek will work with WSDOT to incorporate recommended capital improvement projects (particularly at signalized intersections) that are the responsibility of WSDOT to construct. This study will also look at Mill Creek collector street improvements in proximity to the state highway where these streets intersect with 132nd St SE, to improve multi-modal service and safety at those locations. Projects identified in this study will be programmed into future capital improvement plans and transportation improvement plans.</p>
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<p><b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b></p> <p>As this project will not construct new assets or replace existing assets, impact on City O&amp;M is negligible.</p>
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Plan Development							\$ 350,000		\$ 350,000
Construction									\$ -
Contingency									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET							\$ 350,000		\$ 350,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000

PROJECT NAME:	2026 Street Concrete ADA Improvements	TRANSPORTATION
PROJECT #:	ST90007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project scope supports the "Year 3" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. In particular, this project's scope and that of ST90008 are connected. This project will provide pedestrian ramp replacements/upgrades, concrete curb corrections, and other street adjustments required by the Americans with Disabilities Act (ADA) guidelines in response to pavement replacement activities.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Largely replacement of existing sidewalk/concrete street assets with more compliant equivalents. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 30,000			\$ 30,000
Construction						\$ 122,000			\$ 122,000
Contingency						\$ 24,000			\$ 24,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 176,000	\$ -	\$ -	\$ 176,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 176,000			\$ 176,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 176,000	\$ -	\$ -	\$ 176,000

PROJECT NAME:	2026 Overlay	TRANSPORTATION
PROJECT #:	ST90008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b>
This project scope will implement the "Year 3" recommendations for thin to moderate pavement overlay thicknesses from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include grinding and edge milling of the upper 1-2 inches of street surface, isolated asphalt surface panel replacements, placement of new asphalt, adjustments of utility lid rims, and restriping. Where removed by overlay activities, traffic signal detection loops will also be replaced. This project's scope and that of ST90007 are connected.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b>
Crack sealing of streets identified for this overlay project will be performed by City Operations and Maintenance staff in advance of construction operations. Negligible long-term impact to City O&M demands.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 175,000			\$ 175,000
Construction						\$ 1,165,000			\$ 1,165,000
Contingency						\$ 235,000			\$ 235,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,575,000	\$ -	\$ -	\$ 1,575,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 1,575,000			\$ 1,575,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,575,000	\$ -	\$ -	\$ 1,575,000

PROJECT NAME:	2026 Slurry Seal Microsurfacing	TRANSPORTATION
PROJECT #:	ST90009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	No	

<b>PROJECT DESCRIPTION</b> This project scope will implement the "Year 3" recommendations for slurry seal microsurfacing from the July 2021 Pavement Management Analysis Report by Infrastructure Management Services. This Pavement Preservation Work plan was prepared to establish a 5-year workplan to maintain overall Mill Creek street conditions at a level higher than the minimum levels of service called for in the 2015 Mill Creek Comprehensive Plan. It is also considered ideal to maintain the overall street condition at a Pavement Condition Index (PCI) higher than 70 in order to reduce frequency of much more expensive and publicly-disruptive repaving projects. This work will generally include placement of slurry seal with chemical microsurfacing additives (to facilitate curing in shaded areas), periodic street sweeping to remove an increase in loose, fine sand on street during the first 6 months after sealing, and restriping.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> Crack sealing of streets for this slurry seal microsurfacing project will be performed by City Operations and Maintenance in advance of construction operations. Negligible long-term impact to City O&M demands.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 65,000			\$ 65,000
Construction						\$ 435,000			\$ 435,000
Contingency						\$ 90,000			\$ 90,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590,000	\$ -	\$ -	\$ 590,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 590,000			\$ 590,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590,000	\$ -	\$ -	\$ 590,000

PROJECT NAME:	Bothell-Everett Hwy/16th Ave SE Storm Pipe Improvement	SURFACE WATER UTILITY
PROJECT #:	SW00005	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<b>PROJECT DESCRIPTION</b> This project proposes to replace the existing stormwater conveyance on either side of Bothell-Everett Highway between the intersection with 132nd St SE and the intersection of 16th Avenue SE. The stormwater system in this area is a "composite" of pipes and catch basins built at different times and, though adequate, is both inefficient and very costly to operate and maintain. Presently, even routine maintenance efforts for many of these pipes and catch basins can require months of advance planning and coordination between WSDOT and the City Department of Public Works/Development Services. In particular, there are a large number of catch basins in very close proximity to a difficult signalized intersection between the two State Highways (Bothell-Everett Highway and 132nd St SE). This system also drains partially to an outfall into a wetland area south of the intersection between Bothell-Everett Highway and 16th Avenue SE that, through a combination of stormwater outfalls and beaver activity, is subject to potential flooding conditions. This project will look to redesign the Bothell-Everett Highway system on both sides of the street to be more efficient and less maintenance-intensive, improve the accessibility of catch basins in coordination with WSDOT, and reduce or remove ROW drainage discharging to the wetland area. Because of the potential public disruption of a utility project in close proximity to a busy WSDOT intersection serving the Cities of Mill Creek and Everett, as well as Snohomish County, this project will require interagency coordination and cooperation. Some or all of the construction may need to be performed at night to reduce public disruption.
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<b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b> This project will replace existing storm pipe and catch basins, so will not result in an annual incremental increase over existing citywide conveyance. However, O&M costs are expected to be reduced.
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM						\$ 420,000			\$ 420,000
Construction							\$ 1,350,000		\$ 1,350,000
Contingency							\$ 270,000		\$ 270,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 1,620,000	\$ -	\$ 2,040,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility						\$ 420,000	\$ 1,620,000		\$ 2,040,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 1,620,000	\$ -	\$ 2,040,000

PROJECT NAME:	Mill Creek Blvd Stormwater Improvements - South Phase	SURFACE WATER UTILITY
PROJECT #:	SW00007	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

#### PROJECT DESCRIPTION

In support of the redevelopment of the Mill Creek Blvd Subarea, this project will replace inadequate stormwater pipe and catch basins under both sides of Mill Creek Blvd from the intersection with 164th St SE north to 161st St SE, including two of the three outfall pipes to Pond 6. This will require removing and replacing approximately 900 lineal feet of pipe, potentially up-sized from current diameters, and most or all of the associated 15 catch basins. This project will also look at stormwater facility requirements, such as flow control and water quality treatment, to support the overall redevelopment of the Mill Creek Blvd corridor. This redevelopment has been conceived in the 2021 Mill Creek Blvd Subarea Plan and is anticipated to be further detailed and refined in both a proposed transportation corridor study for Mill Creek Blvd (Project # ST00001) and a proposed Mill Creek Blvd stormwater subbasin study (Project # SW00011). As the proposed dependent study projects need to be completed first, the expense and funding estimates indicated below are placeholders and will need to be updated in a future capital improvement plan. Also, this project may be combined with the street corridor improvement project with a similar footprint in order to optimize design and construction costs for both (at the expense of a larger single project instead of multiple projects spread over time). This will be reviewed in a future capital improvement plan, after studies are completed and final project scopes are determined.

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Adds closed storm pipe and catch basins with a consequent incremental expense for regular, periodic maintainance by O&M in proportion.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM							\$ 270,000		\$ 270,000
Construction							\$ 900,000		\$ 900,000
Contingency							\$ 180,000		\$ 180,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000	\$ -	\$ 1,350,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility							\$ 1,350,000		\$ 1,350,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000	\$ -	\$ 1,350,000

PROJECT NAME:	Mill Creek Blvd Stormwater Improvements - North Phase	SURFACE WATER UTILITY
PROJECT #:	SW00008	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Replacement/Upgrade	
NEW CAPITAL ASSETS (YES/NO)	Yes	

<p><b>PROJECT DESCRIPTION</b></p> <p>In support of the redevelopment of the Mill Creek Blvd Subarea, this project will replace inadequate stormwater pipe and catch basins under both sides of Mill Creek Blvd from the intersection with 161st St SE to the intersection with Bothell-Everett Highway, including one of the three outfall pipes to Pond 6. This will require removing and replacing approximately 1700 lineal feet of pipe, potentially up-sized from current diameters, and most or all of the associated 21 catch basins. This project will also look at current applicable stormwater facility requirements at the time this project is designed, such as flow control and water quality treatment, to support the overall redevelopment of the Mill Creek Blvd corridor. This redevelopment has been conceived in the 2021 Mill Creek Blvd Subarea Plan and is anticipated to be further detailed and refined in both a proposed transportation corridor study for Mill Creek Blvd (Project # ST00001) and a proposed Mill Creek Blvd stormwater subbasin study (Project # SW00011). As the proposed dependent study projects need to be completed first, the expense and funding estimates indicated below are placeholders and will need to be updated in a future capital improvement plan. Also, this project may be combined with the street corridor improvement project with a similar footprint in order to optimize design and construction costs for both (at the expense of a larger single project instead of multiple projects spread over time). This will be reviewed in a future capital improvement plan, after studies are completed and final project scopes are determined.</p>
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<p><b>ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT</b></p> <p>Adds closed storm pipe and catch basins with a consequent incremental expense for regular, periodic maintaince by O&amp;M in proportion.</p>
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Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design+Inspection/CM								\$ 400,000	\$ 400,000
Construction								\$ 1,400,000	\$ 1,400,000
Contingency								\$ 280,000	\$ 280,000
									\$ -
<b>Total Project Expenditures</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,080,000	\$ 2,080,000

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET									\$ -
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility								\$ 2,080,000	\$ 2,080,000
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Grant 1									\$ -
Grant 2									\$ -
Grant 3									\$ -
									\$ -
<b>Total Project Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,080,000	\$ 2,080,000

PROJECT NAME:	Pine Meadow Park Improvements	PARKS
PROJECT #:	PK00009	
DEPARTMENT	Public Works and Development Services	
PROJECT CATEGORY	Rehabilitation/Renovation/Modification	
NEW CAPITAL ASSETS (YES/NO)	Yes	

#### PROJECT DESCRIPTION

This project scope will focus on restoration and/or improvement of existing park features, but a final scope has not been completed. Future county grant funds are anticipated to be available in the future and improvements to the park will be based on the availability and amounts of both local funds and County grants. In the meantime, estimates have been provided as a placeholder. In general, the scope anticipates a desire to potentially add and/or replace park features to this project. Specifically, a hard surface court for pickle ball, disc golf, and similar recreation uses have been suggested for consideration. If grant funds are available and the project can be supported and prioritized for delivery, a study of park user needs will be required to develop a park feature upgrade plan and designs for added park features. As these features have not yet been determined and adding impervious surfaces to the present park layout will require both stormwater flow and water quality considerations, those requirements will entail additional design and construction expenses not included in the current estimate below. Modifications to the expenses and additional funding will be addressed in a future capital plan or plan amendment. This project was previously combined with a similar Cougar Park scope of work in the 2021-2026 Capital Improvement Plan as "Restroom Roof Replacement and Feature Improvements".

#### ANTICIPATED OPERATIONS AND MAINTENANCE IMPACT OF PROJECT

Anticipated effects on future O&M for park improvements yet to be identified has not been determined at this time. New improvements will add incremental costs to O&M for both surface and utility maintenance.

Expense Category	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
Design (inc. Needs Study)						\$ 100,000			\$ 100,000
Construction (Rehabilitation + New)						\$ 200,000			\$ 200,000
Contingency						\$ 40,000			\$ 40,000
<b>Total Project Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>

Funding Source(s)	BARS	Prior	2023	2024	2025	2026	2027	2028	Total
General Fund Reserve									\$ -
General Fund									\$ -
Parks & Trails									\$ -
REET						\$ 340,000			\$ 340,000
Municipal Arts Fund									\$ -
Surface Water Utility Reserves									\$ -
Surface Water Utility									\$ -
15720 Main St. Property Fund									\$ -
Mitigation Fees									\$ -
CIP Fund									\$ -
Potential County Grant (Unsecured)									\$ -
Grant 2									\$ -
Grant 3									\$ -
<b>Total Project Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,000</b>