

# CITY COUNCIL AGENDA

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



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

Regular meetings of the Mill Creek City Council shall be held on the first, second and fourth Tuesdays of each month commencing at 6:00 p.m. in the Mill Creek Council Chambers located at 15728 Main Street, Mill Creek, Washington. Your participation and interest in these meetings are encouraged and very much appreciated. We are trying to make our public meetings accessible to all members of the public. If you require special accommodations, please call the office of the City Clerk at (425) 921-5725 three days prior to the meeting.

The City Council may consider and act on any matter called to its attention at such meetings, whether or not specified on the agenda for said meeting. Participation by members of the audience will be allowed as set forth on the meeting agenda or as determined by the Mayor or the City Council.

To comment on subjects listed on or not on the agenda, ask to be recognized during the Audience Communication portion of the agenda. Please stand at the podium and state your name and residency for the official record. Please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Mayor or City Council.

Study sessions of the Mill Creek City Council may be held as part of any regular or special meeting. Study sessions are informal, and are typically used by the City Council to receive reports and presentations, review and evaluate complex matters, and/or engage in preliminary analysis of City issues or City Council business.

**Next Ordinance No.** 2019-852

**Next Resolution No.** 2019-583

**October 1, 2019  
City Council Meeting  
6:00 PM**

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **AUDIENCE COMMUNICATION**

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

## **PRESENTATIONS**

- B. 2nd Quarter Budget Report  
(Tara Dunford, *Interim Director of Finance & Administration*)

## **NEW BUSINESS**

- C. Small Capital Projects Partnership (SCPP) Grant Agreement Between Snohomish County and the City of Mill Creek for Heron Park  
(Gina Hortillosa, *Director of Public Works & Development Services*)

## **REPORTS**

- D. Mayor/Council
- E. City Manager
  - Council Planning Schedule

## **AUDIENCE COMMUNICATION**

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

## **ADJOURNMENT**



15728 Main Street, Mill Creek, WA 98012  
Administration 425-745-1891  
Police 425-745-6175  
All Other Departments 425-551-7254

DATE: September 24, 2019  
TO: Mayor and Council  
THROUGH: Michael Ciaravino, City Manager  
FROM: Tara Dunford, Interim Director of Finance and Administration  
SUBJECT: Financial Reports for the period ending June 30, 2019

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Attached for your review is the City's budget status report as of June 30, 2019. This report represents 25% of the 2019-2020 biennium.

Please contact City Manager Ciaravino or me if you have any questions concerning the attached financial data.

**General Fund Revenues and Expenditures - Budget to Actual**

	2019-2020 Budget	Actuals Through 6/30/2019	% of Budget
<b>Revenues</b>			
Regular & EMS Property Tax	15,800,000	4,127,056	26.1%
Sales Tax	6,715,000	1,792,093	26.7%
Licenses & Permits	1,366,000	288,808	21.1%
Grants/Intergovernmental	788,400	170,028	21.6%
Charges for Services	2,585,700	687,754	26.6%
Fines	382,000	60,979	16.0%
Miscellaneous	558,266	182,847	32.8%
<b>Total Revenues</b>	<b>28,195,366</b>	<b>7,309,565</b>	<b>25.9%</b>

	2019-2020 Budget	Actuals Through 6/30/2019	% of Budget
<b>Expenditures</b>			
Legislative	148,102	82,682	55.8%
City Manager	641,960	201,172	31.3%
Finance & Administration	1,489,353	318,670	21.4%
Communication & Marketing	954,538	232,305	24.3%
Information Technology	1,099,698	215,897	19.6%
Human Resources	330,388	92,913	28.1%
City Clerk	270,057	75,700	28.0%
Public Safety	10,349,517	2,547,989	24.6%
Fire Services	7,959,759	1,965,373	24.7%
Non-Department	636,560	240,329	37.8%
Community Development	1,588,813	334,075	21.0%
Public Works	1,996,786	517,935	25.9%
Recreation	715,822	161,459	22.6%
<b>Total Expenditures</b>	<b>28,181,353</b>	<b>6,986,499</b>	<b>24.8%</b>

Change in Fund Balance	14,013	323,066
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Beginning Fund Balance	5,841,442	6,086,147
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Ending Fund Balance	5,855,455	6,409,213
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**General Fund Revenues and Expenditures - Budget to Actual**

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- ❖ Sales tax revenue received through June is approximately 7% or \$97 thousand higher than projected.
- ❖ Licenses and permits revenue is lower than projected at this point due to the cyclical nature of building permit revenue.
- ❖ Grants and intergovernmental revenues are lower than projected as of June 30. This is due to the annual PUD privilege tax payment of approximately \$80 thousand which will not be received until third or fourth quarter.
- ❖ Charges for services revenues are significantly higher than projected mainly due to passport fees. Through June, passport fee revenue totaled \$331 thousand, or 34% of the biennial revenue estimate of \$975 thousand.
- ❖ Revenue from fines is slightly lower than projected due to civil infractions revenue, which is somewhat unpredictable by nature. This revenue can also fluctuate based on schedules of officers assigned to the Traffic Safety Unit.
- ❖ Legislative and City Manager expenditures are higher than projected due to the cost of the Interim City Manager and City Manager search contracts, which were not included in 2019-2020 budget projections.
- ❖ Non-departmental expenditures include annual payments for property and liability insurance, voter registration and memberships.

**Other Funds Revenues and Expenditures - Budget vs Actual**

	2019-2020 Budget	Actuals Through 6/30/19	% of Budget
<b>SPECIAL REVENUE FUNDS</b>			
<b>City Street Fund</b>			
Beginning Fund Balance	129,768	71,495	
Revenues	1,051,000	423,394	40.3%
Expenditures	(1,079,047)	(240,302)	22.3%
Ending Fund Balance	101,721	254,587	
<b>City Hall North</b>			
Beginning Fund Balance	556,222	539,198	
Revenues	374,000	98,168	26.2%
Expenditures	(817,441)	(117,023)	14.3%
Ending Fund Balance	112,781	520,343	
<b>DEBT SERVICE FUNDS</b>			
<b>Debt Service Fund</b>			
Beginning Fund Balance	13,991	12,455	
Revenues	20,641	-	0.0%
Expenditures	(34,632)	(788)	2.3%
Ending Fund Balance	-	11,667	

- ❖ Street revenue is higher than projected due to a \$300 thousand grant from the Transportation Improvement Board which was not included in the original budget. This new revenue source and the related expenditures will be included in the mid-biennium adjustment.
- ❖ City Hall North expenditure budget includes \$440 thousand for the roof and \$80 thousand for HVAC, none of which had been spent as of June 30.
- ❖ Debt service principal payments are not due until December.

**Other Funds Revenues and Expenditures - Budget vs Actual**

	2019-2020 Budget	Actuals Through 6/30/19	% of Budget
<b>CAPITAL PROJECT FUNDS</b>			
<b>Real Estate Excise Tax</b>			
Beginning Fund Balance	3,413,733	3,425,872	
Revenues	1,550,000	544,418	35.1%
Expenditures	(4,771,641)	(1,554,842)	32.6%
Ending Fund Balance	192,092	2,415,449	
<b>Capital Improvement</b>			
Beginning Fund Balance	1,414,806	1,416,557	
Revenues	740,000	54,848	7.4%
Expenditures	(1,062,640)	(58,982)	5.6%
Ending Fund Balance	1,092,166	1,412,423	
<b>Park Capital Improvement</b>			
Beginning Fund Balance	2,816,780	2,843,816	
Revenues	2,951,000	912,791	30.9%
Expenditures	(2,980,000)	(1,156,550)	38.8%
Ending Fund Balance	2,787,780	2,600,057	
<b>Road Improvement</b>			
Beginning Fund Balance	2,223,108	2,210,485	
Revenue	8,020,000	1,757,685	21.9%
Expenditures	(7,140,000)	(2,072,645)	29.0%
Ending Fund Balance	3,103,108	1,895,525	

- ❖ Real Estate Excise Tax revenue received to date is significantly higher than projected. It is too early to tell if that positive trend will continue for the remainder of the biennium.
- ❖ Capital Improvement revenues and expenditures to date are low relative to overall budget due to timing and progress of capital projects.

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**Other Funds Revenues and Expenditures - Budget vs Actual**

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	2019-2020 Budget	Actuals Through 6/30/19	% of Budget
<b>ENTERPRISE FUNDS</b>			
<b>Surface Water Utility</b>			
Beginning Fund Balance	702,060	649,684	
Revenues	4,200,000	653,042	15.5%
Expenditures	(3,980,748)	(321,676)	8.1%
Ending Fund Balance	921,312	981,050	

**INTERNAL SERVICE FUNDS**

<b>Equipment Replacement</b>			
Beginning Fund Balance	1,679,081	1,660,624	
Revenues	262,449	94,438	36.0%
Expenditures	(375,155)	(177,364)	47.3%
Ending Fund Balance	1,566,375	1,577,698	

- ❖ Surface Water Utility revenues as of June 30 do not reflect proceeds from the LTGO bond. Proceeds were received in July and will be reflected on the third quarter report.
- ❖ Equipment Replacement budgeted expenditures include only 2019 vehicle and equipment purchases. The budget and supporting asset replacement schedule will be updated with the mid-biennium amendment.



**Cash and Investments Balances**

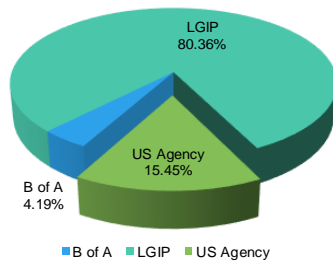
	6/30/2019	12/31/2018
Cash Bank Accounts <sup>(1)</sup>	\$ 814,584	\$ 108,583
State Local Government Investment Pool (LGIP)	\$15,611,505	\$ 14,377,057
US Government Agency Securities <sup>(2)</sup>	\$ 3,001,731	\$ 4,751,731
<b>Total Cash and Investment Holdings</b>	<b>\$19,427,821</b>	<b>\$ 19,237,371</b>

(1) Reflects General Ledger balances, not actual bank cash balances.

(2) Investments are reported at original cost

**Investment Summary**

**Cash and Investments by Category**



Security Type	Amount	% of Investments
US Agency - Original Cost		
Federal Home Loan Bank	\$ 999,999	5.37%
Federal Farm Credit Bank	1,000,000	5.37%
Federal Home Loan Mortgage Corporation	1,840	0.01%
Financing Corporation	999,892	5.37%
	<u>\$ 3,001,731</u>	<u>16.13%</u>
Local Government Investment Pool (LGIP)	<u>\$ 15,611,505</u>	<u>83.87%</u>
Total Investment Portfolio	\$ 18,613,236	100.00%
Bank of America Checking	\$ 814,584	
Total Cash and Investments	<u>\$ 19,427,820</u>	

**Economic Information**

The State Economic and Revenue Forecast for June, 2019 indicates that the Washington economy is continuing to expand at a rapid pace. Washington job growth remains strong and the unemployment rate remains near its all-time low. Washington real GDP growth led the nation by a wide margin in 2018. Washington manufacturing activity continues to expand but exports declined over the year due to a reduction in transportation equipment exports. Seattle area consumer price inflation remains above the national average.

The Washington economic forecast is very similar to the March forecast with the exception of slightly higher personal income. The forecast expects 2.2% Washington employment growth this year, the same rate expected in the March forecast. Employment growth is anticipated to average 1.2% per year in 2020 through 2023, which is slightly higher than the 1.1% average in the March forecast. The forecast for nominal personal income growth this year is 4.9%, up from 4.6% in the March forecast.



Agenda Item #     C      
Meeting Date: October 1, 2019

## **CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

**AGENDA ITEM:**    **SMALL CAPITAL PROJECTS PARTNERSHIP (SCPP) GRANT AGREEMENT BETWEEN SNOHOMISH COUNTY AND THE CITY OF MILL CREEK FOR HERON PARK**

**PROPOSED MOTION:**

Motion to authorize the City Manager to execute a Small Capital Projects Partnership (SCPP) agreement with Snohomish County, to receive up to \$5,000 for the purpose of helping the City of Mill Creek fund the Heron Park Play Area Upgrades.

**KEY FACTS AND INFORMATION SUMMARY:**

Heron Park was developed in conjunction with the construction of the Parkside subdivision in 1992. The park has been well maintained over the years. However, the playground, which includes equipment for children of various age groups, has broken down to the point that repairs are no longer feasible. Additionally, the picnic shelter/restroom building needs to be re-roofed and painted. This project proposes to replace playground equipment and the old shake roof with a new roof that will have a longer useful life, and to upgrade the lighting to energy efficient LED lighting.

The adopted 2019-2024 Capital Improvement Plan identified a total project budget of \$410,000 (Attachment A). This budget includes \$150,000 from an Interlocal Agreement with Snohomish County for playground upgrades authorized by Council at their meeting on July 2<sup>nd</sup>, 2019. The \$5,000 from this Snohomish County SCPP Grant would be applied towards design costs (Attachment B). Thus, \$5,000 of local design funds would be replaced with external funding and the project budget would remain unchanged.

Staff has executed a design professional services agreement with the Blueline Group and plans to complete the design phase of the project by December 2019.

**CITY MANAGER RECOMMENDATION:**

Authorize the City Manager to execute an agreement with Snohomish County to receive up to \$5,000 for the purpose of helping the City of Mill Creek fund the Heron Park Play Area Upgrades.

**ATTACHMENTS:**

- Attachment A: 2019-2024 CIP Project Sheet for Heron Park Project

- Attachment B: SCPP Agreement between Snohomish County and the City of Mill Creek for Heron Park Funding

Respectfully Submitted:



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Michael G. Ciaravino  
City Manager

<b>PROJECT NAME:</b>	Heron Park Playarea Upgrades
<b>PROJECT #:</b>	19-PARK-01

## Parks and Trails Project

<b>DEPARTMENT</b>	Public Works and Development Services
<b>CATEGORY</b>	Parks
<b>TYPE</b>	Repair / Maintenance

<b>STRATEGIC PRIORITY</b>
Community Preservation, Recreational Opportunities, Public Safety, Long-Term Planning

<b>DESCRIPTION / JUSTIFICATION</b>
Heron Park was developed in conjunction with the construction of the Parkside subdivision in 1992. The park has been well maintained over the years. However, the playground equipment is over 25 years old and has broken down to the point that repairs are no longer feasible. Currently, the playground includes: a piece geared to the 1-4 year old group, another piece geared for the 5 - 12 year old group and a spin toy. Additionally, the picnic shelter/restroom building needs to be re-roofed and painted. This project proposes to replace playground equipment and the old shake roof with a metal roof that will have a longer useful life and to upgrade the lighting to energy efficient LED lighting.

<b>ANTICIPATED OPERATIONS AND MAINTENANCE COSTS</b>
No new operation and maintenance costs are anticipated.

Expenditures	Prior	2019	2020	2021	2022	2023	2024	Total
Design		\$ 50,000						\$ 50,000
Construction			\$ 360,000					\$ 360,000
								\$ -
<b>Total Project Expenditures</b>	\$ -	\$ 50,000	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ 410,000

Funding Sources	Prior	2019	2020	2021	2022	2023	2024	Total
REET		\$ 50,000	\$ 360,000					\$ 410,000
								\$ -
								\$ -
<b>Total Project Revenues</b>	\$ -	\$ 50,000	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ 410,000



AGENCY: City of Mill Creek  
CONTACT PERSON: Irving Trejo  
ADDRESS: 15728 Main Street  
Mill Creek, WA 98012  
TELEPHONE/FAX NUMBER: 425-921-5758  
COUNTY DEPT: Snohomish County Council  
DEPT. CONTACT PERSON: Jim Martin  
  
TELEPHONE/FAX NUMBER: 425-388-6250/425-388-3496  
PROJECT: Heron Park Play Area Upgrades  
AMOUNT: \$5,000  
FUND SOURCE: 191-5167005204  
CONTRACT DURATION: Through December 31, 2019

**AGREEMENT FOR SMALL CAPITAL PROJECTS PARTNERSHIP PROJECT**

THIS AGREEMENT (the "Agreement") is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), and the City of Mill Creek, a municipal corporation in the State of Washington (the "Agency").

**RECITALS**

WHEREAS, RCW 82.46.035 authorized counties planning under the Growth Management Act the authority to levy an additional quarter percent tax on all sales of real estate; and

WHEREAS, by that legislation, this additional quarter percent tax on sales of real estate must be used solely on capital projects that are listed in a capital facilities plan; and

WHEREAS, RCW 82.46.035(5) defines capital projects as public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems; and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks; and

WHEREAS, by Ordinance No. 18-085, adopted November 19, 2018, the Snohomish County Council provided funding within the Real Estate Excise Tax Fund for an application process for a Small Capital Projects Partnership (SCPP) grant program; and

WHEREAS, applications for the SCPP grants were received when due, March 31, 2019; and

WHEREAS, a review team evaluated and ranked the applications and made recommendations to County Council in June, 2019; and

WHEREAS, the Agency's project was one of three (3) projects recommended by the review team and authorized by the County Council for funding by Motion 18-209 approved on July 3, 2019;

WHEREAS, the County determined that the Agency's project is eligible for the SCPP grant funding; and

NOW, THEREFORE, in consideration of the mutual benefits and covenants contained herein, the parties agree as follows:

1. **Purpose of Agreement; Project Scope.** The purpose of this Agreement is to provide funding for the Agency's play area upgrades at Heron Park located at 2701 155<sup>th</sup> Street SE, Mill Creek, Washington (Project).
2. **Term; Time of Performance.** This Agreement shall be effective on the date on which it has been executed by authorized representatives of both parties and shall expire on December 31, 2019. The Agency shall commence Project work immediately and complete the Project work required by this Agreement no later than December 31, 2019.
3. **Reimbursement of Project Expenses.** Subject to Section 6 hereof and upon the completion of the Project to the satisfaction of the County, which satisfaction shall not be unreasonably withheld, the County will reimburse the Agency for Project expenses as set forth in the Project budget in Appendix A. The Agency shall submit a request for reimbursement for Project expenses supported by detailed statements, including invoices from third parties incident to those Project expenses, if any, indicating Project work performed as appropriate and consistent with the schedule of Project work outlined in Appendix A. Total requests for reimbursement for this Project shall not exceed \$5,000 (the "Contract Maximum").
4. **Direction and Control.** The Agency agrees that it will perform the Project work under this Agreement as an independent contractor and not as an agent, employee, or servant of the County. The parties agree that neither the Agency nor its employees are entitled to any benefits or rights enjoyed by employees of the County. The Agency specifically has the right to direct and control Agency's own activities in performing the Project work in accordance with the specifications set out in this Agreement. The County shall only have the right to ensure performance. Nothing in this Agreement shall be construed to render the parties partners or joint venturers.
5. **Changes.** No changes or additions shall be made in this Agreement except as agreed to by both parties, reduced to writing and executed with the same formalities as are required for the execution of this Agreement.

**6. Indemnifications and Hold Harmless**-Except for the sole negligence of the County, the Agency shall indemnify and hold harmless the County, its officers, officials, agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatsoever kind or nature which are in any way resulting from Agency's activities and/or services associated with this Agreement. The duty to indemnify and hold the County harmless shall not extend to any claim regarding the City's eligibility to receive grant funding, unless such claim arises out of a misrepresentation by the City to the County that the County reasonable relied upon to its detriment-

In the event the County incurs attorney fees and/or costs in the defense of claims under this provision such attorney fees and costs shall be recoverable from the Agency. In addition Snohomish County shall be entitled to recover from the Agency its attorney fees, and costs incurred to enforce the provisions of this section.

The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.

Nothing contained within this provision shall affect and/or alter the application of any other provision contained within this Agreement.

**7. Insurance; No Limitation.**

a. At execution of this Agreement, the Agency, at its' own cost, shall have procured and will maintain for the duration of this Agreement, General Liability and Commercial Automobile Liability insurance with limits of not less than \$1 million combined single limit per occurrence.

b. Subcontractors: The Agency shall include all Subcontractors as insureds under its policies, or shall furnish separate certificates of insurance and policy endorsements for each Subcontractor. Insurance coverages provided by Subcontractors as evidence of compliance with the insurance requirements of this Agreement not provided by the Agency, shall be subject to all of the requirements stated herein.

**8. Non-Discrimination.** It is the policy of the County to reject discrimination which denies equal treatment to any individual because of his or her race, creed, color, national origin, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as provided in Washington's Law against Discrimination, Chapter 49.60 RCW, and the Snohomish County Human Rights Ordinance, Chapter 2.460 SCC. These laws protect against specific forms of discrimination in employment, credit transactions, public accommodation, housing, county facilities and services, and county contracts.

The Agency shall comply with Chapter 2.460 SCC, which is incorporated herein by this reference. Execution of this Agreement constitutes a certification by the Agency of the Agency's compliance with the requirements of Chapter 2.460 SCC. If the Agency is found to have violated





**13. Nonassignment.** The Agency shall not subcontract, assign or delegate any of the rights, duties or obligations covered by this Agreement without the prior express written consent of the County.

**14. Conflicts Between Attachments and Text.** Should any conflicts exist between any attached exhibit and schedule and the text of this Agreement, the text shall prevail.

**15. Governing Law and Venue.** This Agreement shall be governed by the laws of the State of Washington. Any lawsuit regarding this Agreement must be brought in Snohomish County, Washington.

**16 Authority.** Each signatory to this Agreement represents that he or she has full and sufficient authority to execute this Agreement on behalf of the County or the Agency, as the case may be, and that upon execution of this Agreement it shall constitute a binding obligation of the County or the Agency, as the case may be.

**17. Severability.** Should any clause, phrase, sentence or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

**18. Complete Agreement.** This Agreement constitutes the entire understanding of the parties. Any written or verbal agreements that are not set forth herein or incorporated herein by reference are expressly excluded.

SNOHOMISH COUNTY:

AGENCY:

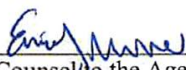
\_\_\_\_\_  
County Council

\_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form only:

  
\_\_\_\_\_  
Counsel to the Agency

9/17/19  
\_\_\_\_\_  
Date

**APPENDIX A**

**SCOPE OF WORK  
AND PROJECT BUDGET**

AGENCY: City of Mill Creek

PROJECT: Heron Park Play Area Upgrades

**SCOPE OF WORK**

1. The Agency will be reimbursed by the County for Project work, including eligible expenses incurred in executing the Project, pursuant to the Agreement in an amount not to exceed the Contract Maximum of \$ 5,000.00.
2. The Agency shall perform play area upgrades at Heron park.

Expenses eligible for reimbursement under the Agreement are defined as those listed in the 'COUNTY' line of the Project Budget below and, to the extent not inconsistent with this Appendix A. Invoices submitted to the County by the Agency will include itemized invoices from third parties, if any, for all eligible expenditures for which the Agency seeks reimbursement. In order to ensure timely closeout of the Project, the Agency shall submit its final invoice to the County no later than thirty (30) calendar days after completion of the Project work to be reimbursed pursuant to this Agreement, PROVIDED THAT, in no event shall billings submitted after that date to be paid by the County and PROVIDED FURTHER, that the aggregate of all billings submitted by the Agency and paid by the County pursuant to this Agreement shall not exceed the Contract Maximum of \$ 5,000.00.

**PROJECT BUDGET**

Total Project Cost:	\$410,000.00
County SCPP Grant Funds:	\$5,000.00
Supporting entity contribution	\$405,000.00

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

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

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

**Tentative Council Meeting Agendas**  
**Subject to change without notice**

*Last updated: September 27, 2019*

**October 8, 2019**

*(Agenda Summary due September 30)*

- Appointments to the A&B Board
- HB 1406 Resolution – Tom Rogers
- PRA Policy Update – Gina Pfister
- Study Session: City Connections Magazine – Gordon Brink
- Study Session: TIP – Gina Hortillosa
- Study Session: SRO Staffing Impacts – Greg Elwin
- Study Session: Tactical Rescue Vehicle – Greg Elwin
- Study Session: Frontier/NW Cable Franchise Resolution – Gina Hortillosa
- Grant Funding Application Process – Michael Ciaravino
- Report: Farmer’s Market – Gordon Brink

**October 22, 2019**

*(Agenda Summary due October 14)*

- Appointments to the Park & Rec Board
- Presentation: Snohomish Health District
- Ordinance Amending MCMC 2.04 – Council Schedule – Gina Pfister
- Frontier/NW Cable Franchise Resolution – Gina Hortillosa
- Study Session: Ordinance Amending MCMC re: Business Park Zone District – Gina Hortillosa
- Study Session: Armed Forces Day – Jon Ramer

**November 5, 2019**

*(Agenda Summary due October 28)*

- Study Session: Property Tax & EMS Levies – Michael Ciaravino
- Study Session: Proposed Budget Amendments – Michael Ciaravino

**November 12, 2019**

*(Agenda Summary due November 4)*

- Public Hearing: Property Tax & EMS Levies – Michael Ciaravino
- Ordinances: Property & EMS Levies – Michael Ciaravino

**November 26, 2019**

*(Agenda Summary due September 30)*

- Public Hearing: Proposed Budget Amendments – Michael Ciaravino

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

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

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

**December 3, 2019**

*(Agenda Summary due November 25)*

- Ordinance: Budget Amendments – Michael Ciaravino

**Possible Work Session Topics for Discussion**

- Utility Project Management - Michael
- Hotel/Motel Theater Tax - Michael
- ST3 Stations - Sound Transit
- Legislative Retreat - Michael
- Gold Star Memorial - Michael
- Dobson Remillard Property - Michael
- Fleet Program - Gina H/Greg/Peggy
- Community Funding Criteria and Source of Funds - Michael
- Surface Water System Study Group - Gina H
- Updates to the Governance Manual - Michael
- Compensation Strategies - Charlie
- Construction Tax Revenue - TBD
- Emergency Operations Center - Greg
- Crosswalk Locations & Standards - Gina H
- HB1406 Enact Local Tax Credit Resolution by 1/30/2020 , Ordinance by 7/27/2020 - Tara
- Appropriation vs. Authorization - Michael
- Business License Fee Schedule Review - TBD