

# 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.** 2019-582

**September 10, 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. Waste Management  
(Michelle Metzler, Public Sector Manager)

## **OLD BUSINESS**

- C. House Bill 1406  
(Tom Rogers, Planning Manager)

- D. Interlocal Cooperative Agreement with Everett Public Schools for the Purpose of Sharing Costs Associated with the MCPD School Resource Officer Program  
(*Greg Elwin, Chief of Police*)

## **NEW BUSINESS**

- E. Acceptance of Grant Funding for the 2019 Historic Preservation Program Expenditures  
(*Gordon Brink, Interim Director of Communications & Marketing*)

## **CONSENT AGENDA**

- F. Approval of Checks #60648 through #60880 and ACH Wire Transfers in the Amount of \$880,745.88  
(*Audit Committee: Councilmember Todd and Councilmember Steckler*)
- G. July 25, 2019 Payroll and Benefit ACH Payments in the Amount of \$222,411.29  
(*Audit Committee: Councilmember Todd and Councilmember Steckler*)
- H. August 9, 2019 Payroll and Benefit ACH Payments in the Amount of \$334,336.45  
(*Audit Committee: Councilmember Todd and Councilmember Steckler*)
- I. August 23, 2019 Payroll and Benefit ACH Payments in the Amount of \$217,930.80  
(*Audit Committee: Councilmember Todd and Councilmember Steckler*)
- J. City Council Meeting Minutes of March 26, 2019
- K. City Council Meeting Minutes of April 2, 2019

## **REPORTS**

- L. Mayor/Council
- M. City Manager
- Council Planning Schedule
- N. Staff
- Vision 2050 City Statement

## **AUDIENCE COMMUNICATION**

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

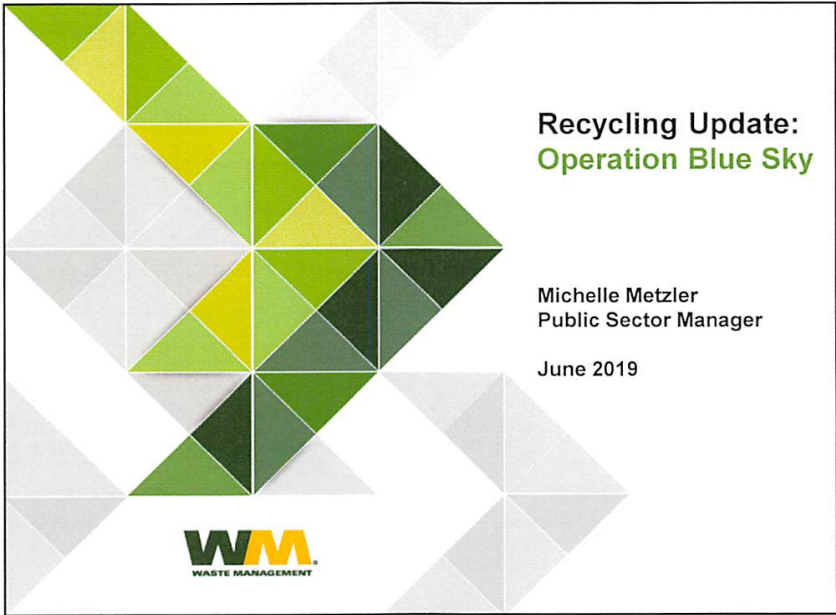
## **RECESS TO EXECUTIVE SESSION**

(*Confidential Session of the Council*)

- P. To consider security risk assessment matters regarding computer and telecommunications networks in accordance with RCW 42.30.110(1)(a)(ii)

## **ADJOURNMENT**


9/6/2019



**Recycling Update:  
Operation Blue Sky**

Michelle Metzler  
Public Sector Manager

June 2019



**China's Operation Blue Sky  
Resetting the Recycling Industry**



**Before China's Operation Blue Sky**

- China was world's largest recycler of paper and plastic.
- West Coast recyclers benefited from low cost shipping to China.
- China and other markets accepted bales of recyclables that included marginal materials and non-recyclable items.

**Recycling Today**

- Materials are shipped to more countries across the globe with higher cost shipping.
- Value of recyclables have decreased.
- Costs to prepare materials for market have increased.
- Less tolerance for contamination from markets.
- Tighter standards on allowable materials in bales of recyclables.



9/6/2019

### Improving Recycling Quality

- Recycling Processing**
- Slowed processing lines
  - Added staff to lines
- Customer Education**
- Online educational tools
  - Recycling Oops Tags



THINK GREEN!

### Resetting the Industry – WM Requests

1. Extraordinary Recycling Rate Increase
2. Contamination Charge
3. Recycling List Changes



THINK GREEN!



9/6/2019

**Resetting the Industry – WM Requests**

1. Extraordinary Recycling Rate Increase

**Calculating Rate Increase Request**

- Increased processing costs at recycling center
- Decline in commodity pricing
- WUTC approved process and rates

**Extraordinary Rate Increases Approved**

- Granite Falls
- Stanwood
- Burlington
- Arlington
- Darrington
- WUTC areas





**THINK GREEN!**

**Resetting the Industry – WM Requests**

1. Extraordinary Recycling Rate Increase

City of Mill Creek Rates

Recycling Relief Request		Current Rate	Recycling Relief Request	New Rate	Percent Increase
Residential	35-gallon garbage cart	\$15.38	\$0.84	\$16.22	5.5%
	64-gallon garbage cart	\$21.16	\$0.84	\$22.00	4.0%
	96-gallon garbage cart	\$27.64	\$0.84	\$28.48	3.0%
Commercial	64-gallon garbage cart	\$29.30	\$0.86	\$30.16	2.9%
	1 yard	\$186.51	\$6.82	\$193.33	3.7%



**THINK GREEN!**

9/6/2019

Resetting the Industry – WM Requests

2. Contamination Charge

Contamination: Non-recyclables in the recycling bin (bagged garbage, Styrofoam, hoses, etc.)

- 1. Customer education
- 2. Customer education
- 3. Customer education + contamination charge



THINK GREEN!

Resetting the Industry – WM Requests

3. Recycling List Changes

- Remove items with limited markets or that are now considered a contaminate in bales
  - Mixed Paper: cups, cartons, frozen food boxes
  - Metal: Scrap metal, aerosol cans
  - Plastic: cups, plant pots, buckets



THINK GREEN!

9/6/2019

**Resetting the Recycling Industry**

**The New Normal**

International Recycling Markets

- Situation is not likely to improve
- Lower commodity prices and higher quality standards are the new normal

Cities need to partner with haulers to create sustainable recycling systems

- Increase rates for recycling service
- Help reduce contamination
- Focus on recycling the right materials



THINK GREEN!

Thank you for your partnership  
and supporting a sustainable  
recycling system.

Questions?



THINK GREEN!



## **WASHINGTON REFUSE & RECYCLING ASSOCIATION**

### **China's National Sword Policy**

Updated 1.28.18

- China launched a customs program called “**Operation Green Fence**” in 2013, aimed at increasing environmental quality by reducing waste importation and contamination in recyclable materials. China instituted a customs crackdown on waste importation called “**National Sword**” in 2017. The latest phase, called “**Blue Sky 2018**,” is a 10-month long period of ‘special actions against foreign garbage smuggling’. **As a result of these policies, China banned the import of many recyclable materials on January 1, 2018, and lowered the contamination rate for recyclables not covered by the ban to 0.5%.** China will ban additional materials in July 2019 and has also imposed 25-50% tariffs on many recyclables. China may ban the import of all recyclables within several years.
- China notified the World Trade Organization in July 2017 that it planned to **ban the import of 24 varieties of solid waste and recyclables, including mixed paper, plastics 3-7 (including most postconsumer plastics) metals, and other materials commonly collected by U.S. recycling programs.** China banned 32 additional recyclable materials on December 31, 2018.
- China also imposed a new 0.5% contaminant limit for the remaining recyclable materials not covered by the ban. A typical permitted recycling facility (Material Recovery Facility or MRF) achieves contaminant rates of 3-5%. The new limit is far below any existing international standard and all but unachievable with current equipment and system costs.
- China is the largest manufacturing nation in the world and the single largest consumer of recyclables. **Recyclable materials are the sixth largest U.S. export to China.** U.S. recyclers have relied on demand from the Chinese market and low shipping rates to China. Due to a large trade imbalance, it was historically very cheap to backhaul recyclable materials in shipping containers arriving from China. Other markets exist, but shipping prices are much higher and the markets are much smaller. Economies around the world are growing, but **there is no country or combination of countries that can consume the amount of material China has historically imported for manufacturing.**
- **U.S. recycling is facing a time of challenge and uncertainty. The Chinese market is unlikely to return and other markets are adopting similar restrictions.** Recycling requires an end market for recyclable materials. Demand still exists in China for many recyclables and Chinese mills are facing shortages of materials. U.S. recyclables cannot reach the Chinese market because of the new policy. As a result, many materials are flooding ports and disrupting markets in other countries. Thailand has banned all recyclable plastic imports. Vietnam has already suspended recyclable plastic imports and will not issue new import licenses. Indonesia issued a 100% pre-shipment inspection policy for recovered fiber to reduce contamination. Malaysia is implementing tight restrictions on plastic imports. Alternate markets are more expensive and difficult to reach, do not have the capacity to replace China, and are adopting similar restrictions. Some Chinese recyclers and manufacturers are relocating to other countries, including the U.S., but this process will take years.
- **As a result, there is continuing market uncertainty even for materials not covered by the ban.** China is conducting strict inspections of recyclables at U.S. facilities. Even materials that meet the new 0.5% contaminant threshold will still be rejected if any banned material is found. An entire shipment will be disallowed if a single bottle with dried juice inside is found during an inspection of materials that otherwise meet the 0.5% threshold. This includes not only the bale or container inspected, but the entire shipping allotment (10+ shipping containers), all rejected due to one prohibitive.
- **U.S. recycling programs currently mandate the collection of many recyclables covered by the ban and many other materials which contaminate the recycling stream.** The surplus of materials from mandated recycling programs has driven prices for recyclables to historic lows and left others with no clear processing and manufacturing destination. In many cases, prices have gone negative and the cost of shipping exceeds the value of the recyclables. Commodity prices have recently begun to stabilize, but are still much lower than before the market disruption, and system costs have significantly increased. **The West Coast is suffering the strongest impacts due to historical reliance on Chinese markets for recyclables.**



- **Across our state, region, and nation, recyclable materials without a market demand are collected through curbside recycling programs.** Washington Material Recovery Facilities (MRFs) are working to achieve the drastically lower contamination rate. Conveyor belts have been slowed, separation equipment fine-tuned, and additional labor has been added. New equipment is on the way and new markets are being developed, but both will take time. It's not safe to store large quantities of recyclables inside for fire code reasons and not feasible to store them outside due to our wet climate. Some communities have made changes to their recycling programs to deal with the effects of the ban and recyclables have been diverted to landfills in others to prevent fire and health code issues.
- **The ban presents an opportunity to review curbside recycling programs and improve their quality.** Communication about the new market realities across the recycling supply chain is essential to ensure high quality recyclables that will have a market. The list of the materials accepted in local recycling plans may need to be modified both in the short and longer terms. Reducing contamination in commingled recyclables collected at the curb is essential.
- **What can you do to help?** Check with your local recycling program to learn which materials are collected in the commingled bin through your program. Ensure that anything you recycle is on that list. Ensuring everything that goes into the bin is recyclable is crucial for reducing contamination. Source separation of recyclables from garbage is the first step. Recyclables must also be empty, clean, and dry. If you do not know whether something can be recycled, throw it in the garbage. **WHEN IN DOUBT, THROW IT OUT! Recycling programs collect too many materials that contaminate the entire material stream:** <https://grist.org/article/we-recycle-so-much-trash-its-created-an-international-crisis/>

## Fixing Recycling in Washington:

- **Recycle Right Education:** we need a statewide education and messaging campaign to reduce contamination, ensure recyclables are clean, empty, and dry, and emphasize "when in doubt, throw it out."
- **Recycling programs:** make recycling easier and better by simplifying and unifying recycling program material lists to those items that truly have value and can be truly recycled. Anything else is contamination.
- **Increase Transparency:** recycling is not free and it never was. We need to require transparency in waste/recycling/yard waste billings and create a transparent process for management and disposal of recyclables without a market.
- **Reduce Contamination:** we need to prioritize real quality recycling over quantity and arbitrary/misleading diversion goals. We need to emphasize source separation of recyclables, keep hazardous and non-recyclable wastes out of the recycling stream, and fully fund our solid waste system.

**Materials banned under National Sword:** A Comprehensive list of banned materials is available on [wrra.org](http://wrra.org). The ban includes many of solid waste and recyclables, including mixed paper, plastics 3-7 (including most postconsumer plastics), metals, and other materials commonly collected by U.S. recycling programs. Always check with your local recycling program to learn which materials can be collected through your program. Ensure that anything you recycle is on that list, and is clean, empty and dry. Ensuring everything that goes into the bin is recyclable is crucial. If you do not know whether or not something can be recycled, throw it in the garbage. **WHEN IN DOUBT, THROW IT OUT!**

**About WRRRA:** The Washington Refuse and Recycling Association (WRRRA) represents the private sector solid waste industry in Washington. WRRRA member companies and the solid waste industry serve a vital role in public health, safety, and environmental protection. WRRRA members are the largest real recyclers in Washington. **Solid Waste by the numbers:**

- 14,700 people employed in Washington's waste management and remediation industry during 2016. (Washington State Employee Security Department)
- For every million dollars generated by Washington's solid waste industry, \$2.17 million is generated in the economy through the multiplier effect. (Office of Financial Management)
- For every 10 jobs in Washington's solid waste industry, an additional 17.01 jobs are created outside the industry. (Office of Financial Management)

For more information please contact WRRRA Executive Director Brad Lovaas at (360) 943-8859 or [brad@wrra.org](mailto:brad@wrra.org). Most recent version and other resources always available on [wrra.org](http://wrra.org)

**China Sword Impact - Residential**

Municipality: **Mill Creek**

WM MRF Used: **Cascade Recycling Center (CRC)**

		<i>Explanatory Notes</i>
<b>1. Increased MRF Processing Costs</b>		
a	Previous WUTC Processing Cost per Ton	\$ 78.99 <i>Based on previous WUTC tariff for CRC</i>
b	Current WUTC Processing Cost per Ton	\$ 92.86 <i>Per May 2018 WUTC tariff for CRC</i>
c	Increased Cost per Ton	\$ 13.87 <i>[ b - a ]</i>
d	Annual Residential Recycling Tons	1,804 <i>2017 actual resi recycling tons</i>
e	Total Increased Processing Cost - Residential	\$ 25,021 <i>[ c x d ]</i>
f	Total Residential Accounts	5,167 <i>Total accounts as of 4/30/2018</i>
g	Monthly Rate Increase per Residential Account	\$ 0.40 <i>[ e / f / 12 ]</i>
<b>2. Change in Commodity Values</b>		
h	Q4-2017 Average Commodity Value per Ton	\$ 66.91 <i>Per Q4-2017 reported CRC commodity values</i>
i	Q1-2018 Average Commodity Value per Ton	\$ 51.88 <i>Per Q1-2018 reported CRC commodity values</i>
j	Revenue Loss per Ton	\$ 15.03 <i>[ h - i ]</i>
k	Annual Residential Recycling Tons	1,804 <i>2017 actual resi recycling tons</i>
l	Total Commodity Value Decrease	\$ 27,114 <i>[ j x k ]</i>
m	Total Residential Accounts	5,167 <i>Total accounts as of 4/30/2018</i>
n	Monthly Rate Increase per Residential Account	\$ 0.44 <i>[ l / m / 12 ]</i>
<b>3. Total Monthly Adjustment Requested*</b>		<b>\$ 0.84</b> <i>[ g + n ]</i>

\*Excludes any other adjustments that may be necessary due to contract requirements.

**China Sword Impact - Multifamily & Commercial**

Municipality: **Mill Creek**

WM MRF Used: **Cascade Recycling Center (CRC)**

		<u>Explanatory Notes</u>
<b>1. Increased MRF Processing Costs</b>		
a	Previous WUTC Processing Cost per Ton	\$ 78.99
b	Current WUTC Processing Cost per Ton	\$ 92.86
c	Increased Cost per Ton	\$ 13.87
		<i>[ b - a ]</i>
d	Annual Multifamily & Commercial Recycling Tons	1,153
		<i>2017 actual multifamily &amp; commercial recycling tons</i>
e	Total Increased Processing Cost - MF & CM	\$ 15,992
		<i>[ c x d ]</i>
f	Total Annual Multifamily & Commercial MSW Yards	52,947
		<i>Total 2017 MSW yards for multifamily; used 100.10 pounds/MSW yard as the conversion factor</i>
g	Rate Increase per Multifamily & Commercial MSW Yard	\$ 0.30
		<i>[ e / f ]</i>
<b>2. Change in Commodity Values</b>		
h	Q4-2017 Average Commodity Value per Ton	\$ 66.91
i	Q1-2018 Average Commodity Value per Ton	\$ 51.88
j	Revenue Loss per Ton	\$ 15.03
		<i>[ h - i ]</i>
k	Annual Multifamily & Commercial Recycling Tons	1,153
		<i>2017 actual multifamily &amp; commercial recycling tons</i>
l	Total Commodity Value Decrease	\$ 17,330
		<i>[ j x k ]</i>
m	Total Annual Multifamily & Commercial MSW Yards	52,947
		<i>Total 2017 MSW yards for multifamily &amp; commercial; used 100.10 pounds/MSW yard as the conversion factor</i>
n	Rate Increase per Multifamily & Commercial MSW Yard	\$ 0.33
		<i>[ l / m ]</i>
<b>3. Total Yardage Rate Adjustment*</b>		<b>\$ 0.63</b>
		<i>[ g + n ]</i>

\*Excludes any other adjustments that may be necessary due to contract requirements.



*This FAQ was developed by the Washington Refuse & Recycling Association*

### **3 Things to Remember:**

1. You should put your garbage and recycling at the curb (or whatever your normal routine is) and it will be collected just like it always has been.
2. If you do not know whether or not something can be recycled, throw it in the garbage. **WHEN IN DOUBT, THROW IT OUT!**
3. Every city and county recycling program is different. Check with your local solid waste program for the best information available specific to your area.

### **Frequently Asked Questions (FAQ)**

#### **Isn't there always a place for recycled material? Why do we rely on China?**

The recycling system is 100% dependent on a marketplace for recyclable materials. Whether it is plastic, paper, or aluminum, we are only able to offer a service to collect and process it for you, in turn, someone is going to buy it from us and use it for manufacturing or other purposes. A strong recycling system is good for the environment and for the economy. Today's situation is unique because China is a primary source of manufactured products and packaging. Their policy change transpired quickly, something that is challenging for infrastructure services like solid waste and recycling collections and processing because it is so complex.

#### **Why do Chinese policies affect my recycling service?**

Washington, Oregon, and California are particularly impacted by China's policy change because the West Coast is active in trade with China and other countries where imports/exports are made easier because of where they are located. Washington's recycling rate hovers around 50%, well above the national average, in part because of its proximity to China. China is also one of the biggest manufacturers in the world – named the #1 Most Competitive Manufacturing Nation in 2016 by Deloitte, a global financial and consulting firm and consuming 2/3 of all recyclable materials that are collected worldwide.

#### **What has been done since China announced the changes that will impact the system here?**

We have been searching for markets, both domestically and internationally, and fine-tuning our processing practices here at home. Internationally, we have representatives overseas in China working with processors, manufacturers, and the Chinese government. We are also developing and searching for new markets across the globe and in the United States to ensure as many materials as possible have a place to go. Working in conjunction with state and local agencies, we have been actively seeking solutions to strengthen and improve our recycling stream since China announced the new policy. One domestic example, among many, has been in our members' investments at their facilities to better sort materials so that the recyclable materials can be diverted efficiently and effectively. Our members are adapting in real-time, adjusting routes and working with our local government partners. Industry-wide, up and down the west coast, we have been focused on addressing this current challenge and ensuring that in the long-term, the recycling system is stronger than ever.

Every city and county may have differences in the system in place, but specific actions that we have taken system-wide include:

- slowed down the conveyor belts that carry potential recyclable goods past people and machines so they can be sorted and re-sorted with a higher level of precision
- hired more people so that there are more eyes and hands picking non-recyclable contaminants out of the recycle stream
- decreased the tolerances of the machines which are automated versions of what the employees are doing so that they reject more non-recyclable contaminants from the recycle stream
- overseas, we are actively seeking new markets for recyclables and continue to work with Chinese partners to secure outlets for the most materials possible under the new restrictions.

#### **How long will this situation last?**

At this point, it's unclear, but we have received no indication that the change in China's policies are temporary. The ban on unsorted paper, certain plastics, and other material goes into effect on January 1, 2018. Along with the ban, China also announced stringent new contaminant standards. In recycling, "contaminants" are non-permittable materials that are mixed in with the desirable materials, something that everyone in the recycling system works to prevent, but because of the nature of the solid waste stream, can be very challenging to manage. After January 1, 2018, China will only accept materials with a contaminant rate of 0.3%, something that is virtually unattainable. The impacts of all these policies will be felt before they are implemented, as shipments can take a month or more to reach China. We are actively searching for new markets and solutions, but as everyone realizes, the solid waste stream never stops and recycled materials are already accumulating at various facilities.

Many long-term solutions revolve around the nature of the recycle stream itself – we need to keep materials separated so that the mistakenly-placed hamburger wrapper does not mix with the carefully-sorted newspaper. If you want to help at home, you should re-read the requirements of the recycle program in your community and be diligent about what is included in your recycle bin.

**WHEN IN DOUBT, THROW IT OUT.**

**If my recycled material is going to a landfill, will I be getting a “refund” toward what I pay for recycling services?**

No, system costs will actually increase. The same amount of material is being collected and handled in an environmentally-responsible way. We are recycling as much material as we can, but must do so more slowly in order to meet stringent new quality standards, which increases costs and results in less overall material to market. The situation in most local areas varies, but because disposal costs are based on the weight of items going to a landfill, the costs of the system, including recycling, will actually increase. It is too early at this point to try to predict what the impact on rates could be. But we believe in the strength of the system and we are focused on solutions that minimize the impact of this situation on the environment, the economy and our customers.

**What will be the impacts in terms of smell, dust, and the long-term life of the landfill because of this?**

Landfills are managed carefully and heavily regulated. Washington has excellent landfill capacity which will last 100 years with only existing facilities. We intend to resolve this situation long before there is a capacity issue at landfills.

**Aren't there other places in the U.S. that will use recycled materials?**

Yes, there are places in the U.S. and around the world that use recycled materials. Those places already have a stream of recyclables. For example, in Chicago there are outlets for recyclable material and they receive it from the cities, counties, and states nearest to where those outlets are located. Those facilities are at capacity because of what they collect from local programs. We are actively seeking new “customers” for our recycled materials in India, other countries in North America, and throughout Asia. In the meantime, the stream of recycled “product” generated here does not slow down or stop.

**Can individual customers store their own recycling until the situation is improved?**

No. For purposes of sanitation, public health and safety, and fire safety, we encourage people to stick to their normal routine of putting garbage and recyclables at the curb (or however you normally manage garbage day). If you want to help, please pay attention to the sticker on your co-mingled recycle bin or other information you have from your provider as to what can be recycled. If you are unsure – throw it in the garbage. **WHEN IN DOUBT, THROW IT OUT.**

**Recycling significantly reduces our carbon footprint. Will this crisis make global warming worse?**

We have one of the strongest recycling systems in the country and we are confident we will find a solution to this situation long before it could ever significantly impact our region's commitment to reducing our carbon footprint.

**Why can't we set aside recycled materials at a new location in Washington until we can find a marketplace to re-use them?**

Recyclable materials are considered solid waste and are heavily regulated for a reason. There is not enough available warehousing in the state for safe storage especially since many recyclables are highly flammable. They cannot and should not be “set aside” anywhere that hasn't been vetted extensively under our regulatory system, which prioritizes public health and safety. The solid waste system is strong and intact and we should dispose of *all* items safely while we seek solutions to the issue at-hand with the recycling market.

**Has something like this ever happened before?**

No. This is the first time a policy change overseas has had such swift and direct impacts to recycling. But our system is strong, and we are confident we will find solutions in the middle and long-term. In the short-term, it's crucial that a problem in the international recycling markets does not become multiple problems for public health and safety. The solid waste collection, handling, and processing infrastructure to responsibly handle these materials exists and we will rely on it until solutions can be put in place.

**What is the federal government's position on this situation? Should I contact my Senator or Representative?**

In collaboration with our colleagues on the national stage, those of us at the state level have been in contact with federal stakeholders and internationally with the World Trade Organization. We are working hard to share information and to determine the best ways to protect our recycling system while resetting the market. An analogy is flying a plane while repairing it! What we would benefit from most is time, but nothing is affecting how committed we are to getting back on track.



**WASTE MANAGEMENT**

720 4<sup>th</sup> Ave, Suite 400  
Kirkland WA 98033

September XX, 2019

Ms. Gina Hortillosa  
Director of Public Works and Development Services  
City of Mill Creek  
15728 Main St.  
Mill Creek, WA 98012

RE: Amendment to Contract - Recycling Rate Relief, Contamination Service Charge and Protocol, and Updated Recyclables List

Dear Ms. Hortillosa:

The purpose of this Letter of Understanding (“LOU”) is to amend the Comprehensive Garbage, Recyclables, and Organics Collection Contract between the City of Mill Creek (“City”) and Waste Management of Washington, Inc. (“WM”).

City and WM agree to modify rates in Attachment B, attached hereto, effective **October 1, 2019** to (1) compensate WM for increased costs of recycling as a result of uncontrollable global recycling market changes, and (2) add a contamination service charge for residential and commercial customers. Additionally, the Parties agree to amend Attachment C, Recyclables List, as attached hereto.

The Parties also agree to add a new contamination protocol for all customers, intended to change customer behavior and reduce and/or eliminate contamination in the recycling stream. The contamination protocol shall include three observations of contamination as noted by WM staff before a contamination service charge per container per instance may be charged to customers. The contamination service charge shall be subject to the annual CPI.

Waste Management will recognize the City of Mill Creek’s partnership in supporting recycling and take this into consideration when negotiating a new contract.

By signing below, each of the City and Waste Management acknowledges its approval and acceptance of the terms of this LOU and acknowledges that this LOU: (a) creates a legally binding obligation upon the parties, (b) shall be governed and constructed in accordance with the laws of the State of Washington regardless of any conflict of law provisions, (c) sets forth the entire agreement between the

City and WM with respect to the subject matter hereof and supersedes all prior negotiations, representations, understandings and agreements with respect to the subject matter hereof, and (d) may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

Sincerely,

Mindy Rostami  
Senior Manager, Strategic Contracting and Municipal Legal Affairs  
Waste Management of Washington, Inc.

Acknowledged and agreed upon by:

CITY OF MILL CREEK

WASTE MANAGEMENT OF  
WASHINGTON, INC.

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

(Attachments on following pages)

**Attachment B  
Contractor Rates**

**DRAFT**

City of Mill Creek

Effective October 1, 2019

Frequency	Residential Curbside Service Level	Disposal	Collection	Total
		Fee	Fee	Fee
Monthly	One 35 gallon Garbage Cart - once per month*	\$ 1.08	\$ 8.65	\$ 9.73
Weekly Residential Garbage Curbside Service	One 10-gallon Micro-Can insert in Garbage Cart	\$ 1.17	\$ 9.76	\$ 10.93
	One 20-gallon Mini-Can insert in Garbage Cart	\$ 2.34	\$ 9.87	\$ 12.21
	One 35-gallon Garbage Cart	\$ 3.74	\$ 12.48	\$ 16.22
	One 64-gallon Garbage Cart	\$ 7.48	\$ 14.52	\$ 22.00
	One 96-gallon Garbage Cart	\$ 11.22	\$ 17.26	\$ 28.48
	Each extra 64-gallon Garbage Cart	\$ 7.48	\$ 13.68	\$ 21.16
	Each extra 96-gallon Garbage Cart	\$ 11.22	\$ 16.42	\$ 27.64
	Extra set-outs (32 gallon equivalent)			\$ 5.49
	Recycling - one 35-gallon Cart			n/c
	Recycling - one 64-gallon Cart			n/c
Weekly Residential Recycling Curbside Service	Recycling - one 96-gallon Cart			n/c
	Each extra 64-gallon Recycling Cart			n/c
	Each extra 96-gallon Recycling Cart			n/c
	Recycling - No Garbage Service (64 Gal Default, 35- or 96- available upon request)			\$ 5.91
	Organics- one 64-gallon Cart			\$ 9.41
Weekly Residential Organics Curbside Service	Organics - two 64-gallon Carts			\$ 13.04
	Organics - one 96-gallon Cart			\$ 9.41
Organics Curbside Service	Organics - two 96-gallon Carts			\$ 13.04
	Organics - three 96-gallon Carts			\$ 13.04
	Each extra set-out beyond two (32 gallon equiv.)			\$ 2.18
	Organics - No Garbage Service (96 Gal Default, 35- or 64- available upon request)			\$ 10.38
<b>Miscellaneous Fees:</b>				
On-Call Bulky Waste Collection	Vacation Resume Service Fee			\$ 8.25
	Setup Fee			\$ 32.81
	Garbage On Call - each 35-gallon Cart			\$ 7.70
	Organics On Call - each 96-gallon Cart (35- or 64 available upon request)			\$ 13.22
	Recycling On Call - each 64-gallon Cart (35- or 96 available upon request)			\$ 7.70
	Return Trip			\$ 6.59
	Contamination Charge			\$ 25.00
	Carry-out Charge, per 25 ft, per month			\$ 4.39
	Drive-in Charge, per month			\$ 8.80
	Overweight/Oversize container (per p/u)			\$ 4.39
	Redelivery of containers			\$ 11.01
	Cart Cleaning (per cart per event)			\$ 11.01
	White Goods, except refrigerators			\$ 27.54
	Refrigerators/Freezers			\$ 44.09
	Sofas, Chairs			\$ 27.54
	Mattresses			\$ 27.54

\*Includes weekly recycle

Commercial Service Rates					
	Service Level	Disposnl Fee	Collection Fee	Total Fee	
Weekly Commercial Can and Cart	One 20 gallon Mini-Can insert in Garbage Cart	\$ 2.25	\$ 14.64	\$ 16.89	
	One 35-gallon Cart	\$ 3.61	\$ 17.04	\$ 20.65	
	One 64-gallon Cart	\$ 7.22	\$ 22.94	\$ 30.16	
	One 96-gallon Cart	\$ 10.82	\$ 28.88	\$ 39.70	
	Extras (32 gallon equivalent)	\$ 0.83	\$ 4.57	\$ 5.40	
	<b>Miscellaneous Fees:</b>				
	Weekly Organics Service			\$ 9.41	
	Organics Service Extra Service			\$ 10.97	
	Organics Service Extra Lift			\$ 2.18	
	Organics Extra set-outs (32 gallon equivalent)			\$ 2.18	
	Return Trip			\$ 8.80	
	Contamination Charge			\$ 25.00	
	Carry-out Charge, per 25 ft. per p/u			\$ 1.64	
	Drive-in Charge, per month (per p/u)			\$ 8.80	
	Gate and/or unlock fee (per p/u)			\$ 1.64	
Container roll-out, >15 feet (per p/u)			\$ 3.28		
Overweight/Oversize container (per p/u)			\$ 3.28		
Redelivery of container			\$ 11.01		
Cart Cleaning (per cart per event)			\$ 11.01		
Weekly Commercial Detachable Container (compacted)	1 Cubic Yard Container	\$ 68.32	\$ 125.01	\$ 193.33	
	1.5 Cubic Yard Container	\$ 102.48	\$ 171.98	\$ 274.46	
	2 Cubic Yard Container	\$ 136.64	\$ 209.02	\$ 345.66	
	3 Cubic Yard Container	\$ 204.95	\$ 287.17	\$ 492.12	
	4 Cubic Yard Container	\$ 273.27	\$ 354.28	\$ 627.55	
	6 Cubic Yard Container	\$ 409.91	\$ 489.76	\$ 899.67	
Commercial Detachable Container (loose)	1 Cubic Yard, 1 pickup/week	\$ 22.77	\$ 68.30	\$ 91.07	
	1 Cubic Yard, 2 pickups/week	\$ 45.55	\$ 136.61	\$ 182.16	
	1 Cubic Yard, 3 pickups/week	\$ 68.32	\$ 204.94	\$ 273.26	
	1 Cubic Yard, 4 pickups/week	\$ 91.09	\$ 273.26	\$ 364.35	
	1 Cubic Yard, 5 pickups/week	\$ 113.86	\$ 341.58	\$ 455.44	
	1.5 Cubic Yard, 1 pickup/week	\$ 34.16	\$ 96.42	\$ 130.58	
	1.5 Cubic Yard, 2 pickups/week	\$ 68.32	\$ 192.86	\$ 261.18	
	1.5 Cubic Yard, 3 pickups/week	\$ 102.48	\$ 289.32	\$ 391.80	
	1.5 Cubic Yard, 4 pickups/week	\$ 136.64	\$ 385.77	\$ 522.41	
	1.5 Cubic Yard, 5 pickups/week	\$ 170.79	\$ 482.23	\$ 653.02	
	2 Cubic Yard, 1 pickup/week	\$ 45.55	\$ 114.17	\$ 159.72	
	2 Cubic Yard, 2 pickups/week	\$ 91.09	\$ 228.38	\$ 319.47	
	2 Cubic Yard, 3 pickups/week	\$ 136.64	\$ 342.58	\$ 479.22	
	2 Cubic Yard, 4 pickups/week	\$ 182.18	\$ 456.78	\$ 638.96	
	2 Cubic Yard, 5 pickups/week	\$ 227.73	\$ 570.98	\$ 798.71	
	3 Cubic Yard, 1 pickup/week	\$ 68.32	\$ 158.59	\$ 226.91	
	3 Cubic Yard, 2 pickups/week	\$ 136.64	\$ 317.20	\$ 453.84	
	3 Cubic Yard, 3 pickups/week	\$ 204.95	\$ 475.83	\$ 680.78	
	3 Cubic Yard, 4 pickups/week	\$ 273.27	\$ 634.47	\$ 907.74	
	3 Cubic Yard, 5 pickups/week	\$ 341.59	\$ 793.08	\$ 1,134.67	
	4 Cubic Yard, 1 pickup/week	\$ 91.09	\$ 189.13	\$ 280.22	
	4 Cubic Yard, 2 pickups/week	\$ 182.18	\$ 378.29	\$ 560.47	
	4 Cubic Yard, 3 pickups/week	\$ 273.27	\$ 567.45	\$ 840.72	
	4 Cubic Yard, 4 pickups/week	\$ 364.36	\$ 756.61	\$ 1,120.97	
	4 Cubic Yard, 5 pickups/week	\$ 455.45	\$ 945.75	\$ 1,401.20	
	6 Cubic Yard, 1 pickup/week	\$ 136.64	\$ 219.64	\$ 356.28	
	6 Cubic Yard, 2 pickups/week	\$ 273.27	\$ 439.31	\$ 712.58	
	6 Cubic Yard, 3 pickups/week	\$ 409.91	\$ 658.99	\$ 1,068.90	
	6 Cubic Yard, 4 pickups/week	\$ 546.54	\$ 878.66	\$ 1,425.20	
	6 Cubic Yard, 5 pickups/week	\$ 683.18	\$ 1,098.33	\$ 1,781.51	
	8 Cubic Yard, 1 pickup/week	\$ 182.18	\$ 267.62	\$ 449.80	
	8 Cubic Yard, 2 pickups/week	\$ 364.36	\$ 535.29	\$ 899.65	
	8 Cubic Yard, 3 pickups/week	\$ 546.54	\$ 802.93	\$ 1,349.47	
	8 Cubic Yard, 4 pickups/week	\$ 728.72	\$ 1,070.60	\$ 1,799.32	
	8 Cubic Yard, 5 pickups/week	\$ 910.90	\$ 1,338.24	\$ 2,249.14	
	Extra loose cubic yard, per pickup			\$ 22.03	
	Commercial Detachable Container Extra Service (Off Service Day)	1 Cubic Yard per pick up			\$ 29.73
		1.5 Cubic Yard per pick up			\$ 38.81
		2 Cubic Yard per pick up			\$ 45.48
		3 Cubic Yard per pick up			\$ 60.90
		4 Cubic Yard per pick up			\$ 73.11
		6 Cubic Yard per pick up			\$ 90.49
8 Cubic Yard per pick up				\$ 111.89	
Commercial Detachable Container Extra Lift (On Service Day)		1 Cubic Yard per pick up			\$ 20.91
	1.5 Cubic Yard per pick up			\$ 29.98	
	2 Cubic Yard per pick up			\$ 36.67	
	3 Cubic Yard per pick up			\$ 52.08	
	4 Cubic Yard per pick up			\$ 64.30	
	6 Cubic Yard per pick up			\$ 81.66	
	8 Cubic Yard per pick up			\$ 103.07	
	Commercial Miscellaneous Fees (per occurrence):	Return Trip			\$ 11.01
Roll-out Container over 10 feet (per p/u)				\$ 3.28	
Contamination Charge - 1 Cubic Yard				\$ 72.22	
Contamination Charge - 1.5 Cubic Yard				\$ 98.98	
Contamination Charge - 2 Cubic Yard				\$ 118.78	
Contamination Charge - 3 Cubic Yard				\$ 164.35	
Contamination Charge - 4 Cubic Yard				\$ 200.65	
Contamination Charge - 6 Cubic Yard				\$ 252.73	
Contamination Charge - 8 Cubic Yard				\$ 316.54	
Unlock Container (per p/u)				\$ 1.64	
Gate Opening (per p/u)				\$ 1.64	



	Service Level	Monthly Rent	Delivery Charge	Haul Charge	
Commercial Drop-box Collection	Non-comp 10-15 cubic yard Drop Box	\$ 52.57	\$ 76.05	\$ 172.80	
	Non-comp 20 cubic yard Drop Box	\$ 62.60	\$ 76.05	\$ 172.80	
	Non-comp 25 cubic yard Drop Box	\$ 73.97	\$ 76.05	\$ 172.80	
	Non-comp 30 cubic yard Drop Box	\$ 78.82	\$ 76.05	\$ 172.80	
	Non-comp 40 cubic yard Drop Box	\$ 96.25	\$ 76.05	\$ 172.80	
	Compacted 10 cubic yard Drop Box	n/a	n/a	\$ 195.13	
	Compacted 15 cubic yard Drop Box	n/a	n/a	\$ 195.13	
	Compacted 20 cubic yard Drop Box	n/a	n/a	\$ 195.13	
	Compacted 25 cubic yard Drop Box	n/a	n/a	\$ 195.13	
	Compacted 30 cubic yard Drop Box	n/a	n/a	\$ 195.13	
	Compacted 40 cubic yard Drop Box	n/a	n/a	\$ 195.13	
		Service Level	Disposal Fee	Collection Fee	Haul Charge
	Temporary Collection Hauling	1 Yard detachable container	\$ 5.26	\$ 18.90	\$ 24.16
1.5 Yard detachable container		\$ 7.88	\$ 26.61	\$ 34.49	
2 Yard detachable container		\$ 10.51	\$ 31.34	\$ 41.85	
3 Yard detachable container		\$ 15.77	\$ 43.38	\$ 59.15	
4 Yard detachable container		\$ 21.02	\$ 51.39	\$ 72.41	
6 Yard detachable container		\$ 31.53	\$ 58.63	\$ 90.16	
8 Yard detachable container		\$ 42.04	\$ 70.89	\$ 112.93	
Non-compacted 10 cubic yard Drop Box				\$ 208.37	
Non-compacted 20 cubic yard Drop Box				\$ 208.37	
Non-compacted 30 cubic yard Drop Box				\$ 208.37	
Non-compacted 40 cubic yard Drop Box				\$ 208.37	
		Service Level	Delivery Fee	Daily Rental	Monthly Rental
Temporary Collection Container Rental and Delivery		1 Yard detachable container	\$ 76.05	\$ 1.31	n/a
	1.5 Yard detachable container	\$ 76.05	\$ 1.36	n/a	
	2 Yard detachable container	\$ 76.05	\$ 1.41	n/a	
	3 Yard detachable container	\$ 76.05	\$ 1.47	n/a	
	4 Yard detachable container	\$ 76.05	\$ 1.52	n/a	
	6 Yard detachable container	\$ 76.05	\$ 1.85	n/a	
	8 Yard detachable container	\$ 76.05	\$ 2.07	n/a	
	Non-compacted 10 cubic yard Drop Box	\$ 76.05	\$ 2.18	n/a	
	Non-compacted 20 cubic yard Drop Box	\$ 76.05	\$ 2.52	n/a	
	Non-compacted 30 cubic yard Drop Box	\$ 76.05	\$ 3.17	n/a	
	Non-compacted 40 cubic yard Drop Box	\$ 76.05	\$ 3.95	n/a	
	<b>Drop Box + Temporary Container Miscellaneous Fees:</b>				<b>Per Event</b>
	Return Trip				\$ 27.54
Stand-by Time (per minute)				\$ 1.74	
Additional Mileage at Customer's Direction				\$ 3.28	
Cleaning, Per Yard of Container Capacity				\$ 2.47	
Drop-box turn around charge				\$ 11.01	
<b>Event</b>				<b>Cost/Day</b>	
<b>Services</b>	Set of 96-gal Carts (one each garbage, recycle, organics), per event day			\$ 11.28	
<b>Hourly Rates</b>	<b>Service</b>			<b>Per Hour</b>	
	Rear/Side-load packer + driver			\$ 121.82	
	Front-load packer + driver			\$ 121.82	
	Drop-box Truck + driver			\$ 121.82	
	Additional Labor (per person)			\$ 60.90	

**Attachment C  
Recyclables List**

MATERIAL TYPE	DESCRIPTION	PREPARATION INSTRUCTIONS	EXCLUSIONS
Glass	<ul style="list-style-type: none"> <li>Food or beverage containers</li> </ul>	Remove lids; empty of all food or liquids. Labels do not need to be removed.	Leaded glass; windows, mirrors, baking dishes, storage dishes, ceramic, plates, glassware, storage/canning jars.
Paper	<ul style="list-style-type: none"> <li>Office paper, copy paper, construction paper</li> <li>Newspaper and paper inserts</li> <li>Magazines and paper inserts</li> <li>Catalogs</li> <li>Cardboard</li> <li>Mail and paper inserts</li> <li>Envelopes</li> <li>Paper bags</li> <li>Cereal, cookie and cracker boxes</li> <li>Paper towel tubes</li> <li>Toilet paper tubes</li> <li>Tissue boxes</li> <li>Non-foil wrapping paper</li> <li>Kraft paper bags or boxes</li> </ul>	Remove plastic bags (exterior or interior), plastic packaging, metal, electronics, magnets, twine, straws, lids and any food or liquids. Must be dry. Plastic windows in paper envelopes okay.	Shredded paper; paper envelopes with bubble wrap liners, insulation liners or envelopes made from plastic (Tyvek); laminated paper, stickers, labels, photos, carbon paper, receipts, paper affixed to magnets; wax or poly-coated cups, cartons, or aseptic containers; pet food bags; mixed material bags; wet or soiled paper; paper with large amounts of paint or glue.
Cardboard	<ul style="list-style-type: none"> <li>Cardboard boxes</li> <li>Cardboard packaging</li> <li>Cardboard beverage 'flats' or nursery 'flats'</li> </ul>	Flatten all cardboard. Remove all interior packaging, block foam, packing peanuts and exterior plastic	Waxed cardboard, wet cardboard

		wrap. Do not bundle with tape or twine. External tape okay. Oversized cardboard can be placed next to card/container. Must be dry.	
Metal	<ul style="list-style-type: none"> <li>• Tin, aluminum and steel food or beverage containers</li> </ul>	Remove all exterior packaging; remove lids; empty of all food or liquids. Labels do not need to be removed.	Aluminum foil and trays; sharp or greasy metal; batteries; propane tanks, microwaves; electrical cords; cell phones; car snow chains. Empty aerosol cans, Metal appliances
Plastic	<ul style="list-style-type: none"> <li>• PET/PETE bottles (#1 plastic)</li> <li>• HDPE bottles/jugs (#2 plastic)</li> <li>• Dairy tubs, e.g. butter, yogurt, cottage cheese (#5 plastic)</li> </ul>	Plastic bottles with plastic screw-on lids are okay <u>if</u> lids are screwed back on, remove all other lids; remove straws; empty of all food, liquids or other debris. Labels do not need to be removed.	#3, #4, #6 & #7 plastics, plastic bags, plastic cups, plastic film; plastic bottles that contained HHW listed materials; deli, bakery and produce clamshell containers; loose lids - any size; plant trays; PVC; large rigid plastic (outdoor furniture, laundry baskets, swimming pools, toys, etc.); hoses; landscaping/sprinkler tubing.



Agenda Item #     C    

Meeting Date: September 10, 2019

## **CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

**AGENDA ITEM: HOUSE BILL 1406 - AN ACT RELATING TO ENCOURAGING INVESTMENTS IN AFFORDABLE AND SUPPORTIVE HOUSING.**

**PROPOSED MOTION:**

None- Discussion Item Only

**KEY FACTS AND INFORMATION SUMMARY:**

In the 2019 legislative session, the state approved a local revenue sharing program for local governments by providing up to a 0.0146% local sales and use tax credited against the state sales tax for housing investments, available in increments of 0.0073%, depending on the imposition of other local taxes and whether your county also takes advantage. The tax credit is in place for up to 20 years and can be used for acquiring, rehabilitating, or constructing affordable housing; operations and maintenance of new affordable or supportive housing facilities; and, for smaller cities, rental assistance. The funding must be spent on projects that serve persons whose income is at or below sixty percent of the area median income. Cities can also issue bonds to finance the authorized projects.

This local sales tax authority is a credit against the state sales tax, so it does not increase the sales tax for the consumer. There are tight timelines that must be met to access this funding source – the first is January 31, 2020 to pass a resolution of intent. The tax ordinance must then be adopted by July 27, 2020 to qualify for a credit.

Attached is a publication from MSRC that provides additional information on HB 1406.

**Previous Council Discussion**

HB 1406 was briefly discussed by the City Council at the September 3, 2019 Council meeting. During the discussion, several questions were raised. Staff has had a chance to review the attached MSRC document as well as other information and provides responses along with the questions/topics which are listed below:

- If the City is interested in receiving funds, does it matter whether or not the City or County adopts its resolution and/or imposing legislation before the County?
  - The answer is yes. If the County adopts their implementing legislation first, they will receive slightly more revenue than if the City acts first. The City would receive the same amount either way. To maximize the resources available, it would make sense to work cooperatively with the County and adopt the City's implementing legislation after the County. The intent legislation can be adopted in any order.

- Can HB 1406 funds be provided to an agency like Alliance for Housing Affordability (AHA)? Does AHA have the ability to allocate funds to residents within an agency? Are there other agencies besides AHA that could use the City funds?
  - Yes. The legislation states that the funds can be used to finance loans or provide grants to a nonprofit organization or a public housing authority. Thus, HB 1406 funds could be directed to AHA or the Housing Authority of Snohomish County (HASCO), and other nonprofit groups that provide affordable housing.
- Could HB 1406 funds support the efforts/mission of the Housing Affordability Regional Task Force (HART) being led by County Executive Sommers?
  - Yes. County Executive Somers has sent a letter to cities in Snohomish County do two things: 1) pass a resolution of intent to receive the affordable housing tax credit by January 27, 2020; and 2) Continue to participate in HART. Please note that HART has not yet released a report or any recommendations on a strategy to address housing affordability. However, it is highly likely that any strategy will need funding for implementation.
- How are other cities going to use their allocations?
  - Staff has not yet had a chance to discuss this topic. If any information is received regarding other cities' plans for the funds, they will be shared at the Council meeting.

Next Steps

If the City Council wants to consider receiving the HB 1406 sales tax credit, a resolution of intent will need to be passed by January 27, 2020. A resolution of intent could be prepared and be brought back to the Council at a future Council meeting. Please note that the resolution of intent would not commit the City to imposing the sales tax credit, only make the City eligible to do so.

**CITY MANAGER RECOMMENDATION:**

Discussion Item Only

**ATTACHMENTS:**

- Attachment A: MRSC Article

Respectfully Submitted:



Michael G. Ciaravino  
City Manager





## **SHB 1406: Understanding the Affordable Housing Sales Tax Credit**

July 17, 2019 by [Toni Nelson](#)

Category: [Housing](#), [New Legislation and Regulations](#), [Sales and Use Taxes](#)



*Editor's note: Due to the high-profile and fast-moving nature of this topic, we will be updating this post with new information and examples as they become available. Readers are encouraged to bookmark this page and check back frequently, or eligible government agencies may also submit questions about SHB 1406 to our [Ask MRSC service](#). Recent updates include:*

- *August 28, 2019: Clarified timing of adoption of enacting ordinances and calculation of maximum distribution caps, emphasizing need for counties to adopt their ordinances first to maximize revenues; added Pacific County ordinance.*
- *August 20, 2019: Added links to WSAC resources and Pierce County ordinance.*
- *August 8, 2019: Updated revenue estimate worksheet with Q1 2019 sales tax data from DOR; added sample resolutions of intent.*
- *July 24, 2019: Added examples of resolutions of intent.*

The 2019 legislative session produced a plethora of bills, but [SHB 1406](#) has generated significant buzz as it will provide a new affordable housing revenue stream for those counties, cities, and towns that choose to participate. This sales tax option is actually a credit against the state sales tax rate of 6.5%, so it will not increase the tax rate for

consumers. However, cities, towns, and counties have a limited time to take advantage of this option and must act rather quickly if they wish to participate.

**It is imperative that cities and counties communicate and coordinate closely to implement this legislation, or else both cities and counties may lose out on some revenues.** See the "tax rates for participating cities" and "annual maximum distribution cap" sections below for more information.

In order to understand the foundation of this bill, it's important to understand what is considered a participating and non-participating city or county. A "participating" city or county is one that chooses to impose the affordable housing sales tax credit provided in SHB 1406 and completes the required steps for adoption within the next 12 months, while a "nonparticipating" city or county is one that chooses not to implement the affordable housing sales tax credit.

In this blog we discuss this complicated piece of legislation and some of the key decisions that eligible local governments will need to make within the next few months.

## **How Can This Revenue Be Used?**

The intent of the legislation is to encourage local government investments in affordable and supportive housing, and as such, the funds will be considered a restricted revenue subject to reporting requirements and audit review for compliance. The use of this sales tax partially depends upon the size of your jurisdiction:

**For counties over 400,000 population and cities over 100,000 population:** The funds may only be used for (a) acquiring, rehabilitating, or constructing affordable housing, which may include new units within an existing structure or facilities providing supportive housing services under [RCW 71.24.385](#) (behavioral health organizations); **OR** (b) operations and maintenance costs of new units of affordable or supportive housing.

**For counties under 400,000 population and cities under 100,000 population:** The funds may be used for the same purposes listed above, but they may also be used to provide rental assistance to tenants that are at or below 60% of the median income of the county or city that is imposing the tax.

For any city or county, they may finance loans or grants to nonprofit organization or public housing authorities to carry out the purposes of the bill and may pledge the tax proceeds from SHB 1406 for repayment of bonds in accordance with debt limitations imposed by the state constitution or statute.

Additionally, any participating city or county may enter into an interlocal agreement with other cities, counties, and/or housing authorities to pool and allocate the tax revenues received under SHB 1406 to fulfill the intent of the legislation.

## **How Much Revenue Will We Receive?**

The answer to this question depends on whether your entity has a "qualifying local tax" (see below), the local economy, and the calculation of the revenue cap included in SHB 1406. Participating jurisdictions will receive revenues for 20 years, and the amount that you receive annually will be equivalent to either 0.0073% or 0.0146% of taxable retail sales in your jurisdiction, up to an annual maximum distribution cap that is based on FY 2019 taxable retail sales.

## **Tax rates for participating counties**



Counties do not need a "qualifying local tax" and will automatically receive the maximum 0.0146% rate within the unincorporated areas, up to the annual maximum distribution cap described later. Within the boundaries of each city or town, you will receive 0.0146%, minus the rate being received by the city/town. Here are the variables:

- If the city chooses not to participate but the county does participate, the county will receive the full 0.0146% within the city boundaries.
- If a city elects to participate but does not have a "qualifying local tax" (see below), the city will receive the 0.0073% "half share" and the county will also receive a 0.0073% half share within the city boundaries.
- If a city elects to participate and imposes a "qualifying local tax" by the deadline, the city will receive the full 0.0146% share and the county will not receive any revenues within the city boundaries.

As the legislation is currently written, if the county elects not to participate, cities located within said county that have not enacted a qualifying local tax will not receive SHB 1406 revenues after the first year.

### **Tax rates for participating cities**

The rate your city receive depends on whether it enacts a local qualifying tax (see below) prior to the deadline of July 27, 2020, as well as whether or not your county participates.

- For cities that impose a qualifying local tax by the deadline, you will receive the maximum 0.0146% rate, up to the annual maximum distribution cap described below, regardless of whether your county participates.
- For cities that do not have a qualifying local tax, you will receive the 0.0073% "half share," up to the annual maximum distribution cap, but *only if* your county also elects to participate.

**If your county declares it will not participate or does not adopt the required resolution of intent by the end of January 2020, you will receive the full 0.0146% through July 27, 2020, but after that you will not receive any further revenues.** In discussions with both Association of Washington Cities (AWC) and the Department of Revenue it is believed that this is due to a drafting error in the bill. AWC does not anticipate this scenario but asks that you let them know if your city finds itself in this situation!

### **Annual maximum distribution cap**

SHB 1406 sets a cap on the maximum sales tax revenues to be credited to local government within any state fiscal year (July 1 to June 30). The cap will be calculated based upon the jurisdiction's taxable retail sales during the state's 2019 fiscal year (July 1, 2018 — June 30, 2019). Just like the state shared revenue cycle, distributions will start July 1, and the state will cease distribution until the beginning of the next fiscal cycle if at any time during the fiscal period your distributions meet the cap.

**It is very important that counties adopt the enacting legislation prior to cities and towns, or else the counties may lose out on some revenues.** (This applies only to the enabling "legislation" – the order of adoption of the "resolutions of intent" does not matter.) If the county adopts the imposing legislation prior to the city(s) within its boundaries, the county's revenue cap will be calculated based on the total countywide taxable retail sales in FY 2019, including both the unincorporated and incorporated areas of the county. But if any city adopts their enabling ordinance before the county, that city's taxable retail sales will be subtracted from the county's taxable retail sales, resulting in the county's annual maximum distribution cap being reduced for the entire 20-year state tax sharing period. (See section 4(a) of the legislation.)

It's also important to remember that retail sales can fluctuate from year to year depending upon a number of economic factors, so your revenues being generated from this sales tax credit (particularly in the early years when some jurisdictions might not hit their annual caps) may fluctuate as well.

## Revenue Estimates

We have developed a [worksheet for your revenue forecasting](#) that was updated on August 9, 2019 to include Q2 2018-Q1 2019 taxable sales with projections for both the 0.0073% and 0.0146% tax credit options. This data comes from DOR's [Retail Sales for Cities and Counties](#).

## How Do We Impose This New Tax Option?

To receive the affordable housing sales tax credit, you must:

- **Pass a resolution of intent by January 27, 2020** that indicates intention to impose the sales tax credit at the maximum capacity by a simple majority vote of the legislative body. *This is the single most important step in being able to receive this sales tax credit option.* If this deadline is missed, there are no other opportunities to access the tax. Here is a [sample resolution of intent](#) that has been prepared by Pacifica Law Group for the Association of Washington Cities (AWC) that will assist you in this process. Also see the sample resolutions at the end of this article.
- **Adopt legislation to authorize by July 27, 2020** to impose the maximum capacity of the affordable sales tax credit. This step must be completed in order to continue to access this sales tax credit whether you decide to impose a qualifying local tax or not. See the examples at the end of this article.

Since the bill explicitly requires both a "resolution of intent," which must be adopted by January 27, 2020, and "legislation to authorize the maximum capacity of the tax" (an ordinance for most jurisdictions, but for some counties this may be a resolution), which must be adopted by July 27, 2020, it is our recommendation that these documents be adopted separately.

## What Is a Qualifying Local Tax?

A "qualifying local tax" (QLT) is a local property or sales tax that a city has imposed, separately from SHB 1406, to address affordable housing or related issues. This provision within the bill *only applies to cities and towns*, and it allows them to double the sales tax credit.

The QLT options are:

- An affordable housing levy ([RCW 84.52.105](#));
- A sales and use tax for affordable housing ([RCW 82.14.530](#));
- A levy lid lift ([RCW 84.55.050](#)) that is restricted solely to affordable housing; or
- A mental health and chemical dependency sales tax ([RCW 82.14.460](#)), which is only authorized by statute for those cities of at least 30,000 population located within Pierce County.

According to our data, there are currently only six cities that have implemented at least one of these qualifying local taxes: Bellingham, Ellensburg, Olympia, Seattle, Tacoma, and Vancouver. Port Angeles has also placed a qualifying local tax on the ballot for November 2019 – see the resolution at the end of this article which also provides a good analysis of election timing and costs.

All of the qualifying local taxes require voter approval with a simple majority vote (with the exception of the mental health and chemical dependency sales tax) and may be presented at any special, primary, or general election. (For more detailed information on any of these qualifying local taxes, refer to our [Revenue Guide for Cities and Towns](#).)

Deciding to present a qualifying local tax before the voters in order to gain the full tax credit will require some timing considerations, as the legislation requires that the qualifying local tax must be “instated” (which DOR is interpreting to mean “approved by voters”) within 12 months of the effective date of SHB 1406. This deadline is July 27, 2020. The deadline for placement on the general election ballot is fast approaching (August 6), and the only other elections before the July 2020 deadline are the special elections in February and April. (See our Key Deadlines for voted sales and property taxes in the recently updated Revenue Guides for [Cities/Towns](#) and [Counties](#)).

## When Will We Start to Receive Revenues from SHB 1406?

The Department of Revenue (DOR) typically requires a 75-day notice for sales tax rate changes, but since this is a sales tax credit (not a new sales tax) it will therefore only require a 30-day wait period. The credit will take effect on the first day of the month following the 30-day period ([RCW 82.14.055\(2\)](#)). For example, if you adopt the resolution of intent and then the enabling legislation (ordinance/resolution) during August 2019, the tax will take effect on October 1. The sales tax revenues from October will be remitted by retailers to DOR by the 25th of the following month (November), and you will receive your first distribution of this tax credit on your end-of-month December disbursement from the State Treasurer’s office. *Editor’s note: In this example, the original article incorrectly stated that the revenues would be distributed at the end of November.*

For cities that have a qualifying local tax in place, you will receive the full credit of 0.0146% as soon as you adopt the enacting ordinance. For all other cities and towns that have adopted the enacting ordinance, you will collect a tax credit of 0.0073% until your ballot measure for a qualifying local tax has passed.

This piece of legislation is complex and a bit confusing. We have worked closely with the DOR and the AWC to bring you as much information as possible to assist with your decisions to take the first step in the process – which is to pass a resolution of intent. MRSC is ready to answer any further questions that you may have. Please do not hesitate to [send me an email](#) or give me call.

## AWC and WSAC Resources

For cities, the Association of Washington Cities (AWC) has prepared an [implementation guide and flowchart](#) to help in your decision-making process.

For counties, the Washington State Association of Counties (WSAC) has prepared an [implementation guide and flowchart](#).

## Sample Resolutions

In addition to the [Pacifica Law Group sample resolution of intent](#) provided by AWC, below are a few examples of SHB 1406 resolutions we have come across. This is not a comprehensive list of all the cities and counties that are adopting resolutions. Many of the resolutions that have been adopted use very similar language based on the Pacifica Law Group example, but we will continue to monitor this topic and periodically add distinct or noteworthy examples to this list.

## Counties

- [Pierce County Resolution No. R2019-103](#) (2019) – Resolution of intent for county over 400,000 population
- [Thurston County Resolution No. 15801](#) (2019) – Resolution of intent for county under 400,000 population, with intent to enter into interlocal agreement with cities to pool revenue.

## Cities

- [Port Angeles Resolution No. 14-19](#) (2019) – Submitting 0.1% affordable housing sales tax ([RCW 82.14.530](#)) to voters as a qualifying local tax under SHB 1406. Includes analysis of election timing and costs, concluding it is much less expensive to submit a measure at the November 2019 general election (filing deadline: August 6) than at the February or April special election.
- [Tumwater Resolution No. R2019-006](#) (2019) – Resolution of intent for city under 100,000 population.
- [Vancouver Resolution No. M-4026](#) (2019) – Resolution of intent for city over 100,000 population. Includes staff report; note that Vancouver qualifies for the maximum 0.0146% because it already has a qualifying local tax.

## Sample Adopting Ordinances

We will post selected examples of enacting ordinances that we receive below.

- [Pacific County Ordinance No. 188](#) (2019) – Adopting maximum sales tax credit for county under 400,000 population. Ordinance clearly indicates which cities plan to participate; note that "qualifying local taxes" apply only to cities and are not required for counties to receive maximum distribution.
- [Pierce County Ordinance No. 2019-57s](#) (2019) – Adopting maximum sales tax credit for county over 400,000 population.

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*MRSC is a private nonprofit organization serving local governments in Washington State. Eligible government agencies in Washington State may use our free, one-on-one [Ask MRSC service](#) to get answers to legal, policy, or financial questions.*



**About Toni Nelson**

Toni has over 24 years of experience with Local Government finance and budgeting. Toni's area of expertise include "Cash Basis" accounting and reporting, budgeting, audit prep and the financial issues impacting small local government.

[VIEW ALL POSTS BY TONI NELSON](#) ▶

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Agenda Item # D  
Meeting Date: September 10, 2019

**CITY COUNCIL AGENDA SUMMARY**  
City of Mill Creek, Washington

**AGENDA ITEM: INTERLOCAL COOPERATIVE AGREEMENT WITH EVERETT PUBLIC SCHOOLS FOR THE PURPOSE OF SHARING COSTS ASSOCIATED WITH THE MCPD SCHOOL RESOURCE OFFICER PROGRAM**

**PROPOSED MOTION:**

Motion to authorize the City Manager to execute the Interlocal Cooperative Agreement between the City of Mill Creek and Everett Public Schools Concerning the School Resource Officer Program.

**KEY FACTS AND INFORMATION SUMMARY:**

The City of Mill Creek and the Everett Public Schools (District) have partnered in cost-sharing for a School Resource Officer (SRO) program since 1996. During that time, there have been several Interlocal Agreements between the two entities, the most recent expiring on August 31, 2019. RCW 39.34, the *Interlocal Cooperation Act*, permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage. The agreement commences September 1, 2019 and runs through August 31, 2022.

Dating back to 1996, the City and the District have participated in a SRO program that placed an MCPD police officer at Henry M. Jackson High School with additional duties at Heatherwood Middle School to help promote student, staff, and public safety in the schools. Moving forward, the District wishes to continue to provide funding for the City to support the SRO program at Jackson High School and also desires to provide funding for a second SRO to serve Heatherwood Middle School.

The cost of both SROs will be shared by the City and the District. The formula for determining the District's contribution is based on an assessment of the amount of time and the required workload for the SRO's. For the 2019-20 school year, the District shall pay the City a total of two hundred eighteen thousand, seven hundred sixty-four dollars (\$218,764) for the SRO program at Jackson High School and Heatherwood Middle School. The SRO support will be for 182 days; all days school is in session and the day before and the day after the 180-day school year. Additionally, the SROs will be available for special events during the school year based on mutual agreement and will also participate in summer and other vacation events and activities as necessary and/or appropriate. Equal payments shall be made monthly from September through June based on 1/10 of the total contract amount, billed to Everett Public Schools.



In recognition of costs increases year-to-year, there will be a 3% increase in subsequent years of this agreement.

- For the 2020-2021 school year, the District shall pay the City two-hundred twenty-five thousand, three hundred twenty-seven dollars (\$225,327) for the same level of service.
- For the 2021-2022 school year, the District shall pay the City two hundred thirty two thousand, eighty-seven dollars (\$232,087) for the same level of service.

Both SROs will also assist, as necessary and available, staff and students at Mill Creek Elementary. The selection of the second SRO will be made by the City in consultation with the District and it is intended that the SRO be at the designated schools on the days that school is in session. The Interlocal Agreement provides additional specific details regarding staffing and attendance and this information is also included in the SRO handbook.

The ILA also includes a regular reporting system that will include reports two (2) times per year detailing activities performed by the SRO at each school. These reports will be prepared by the Mill Creek Police Department and submitted to the District by January 31, and June 30. The District Superintendent, Chief of Police, SRO Police Supervisor, and other appropriate staff will meet to confer on the health and effectiveness of the program and to review the draft reports in January and June. Such reporting system may be modified by the mutual written agreement of the parties. *Additionally*, the City and the District agree to meet twice a year, at the end of each school semester, to discuss the program and its benefits and weaknesses in an effort to modify the program to provide the best possible service to the City and the District. These meetings will include the City Manager and the District Superintendent.

The City Administration will perform its diligence, and present same to council in a future study session, regarding the following: 1) the financial impact the new SRO position may have on staffing; 2) the financial impact the new SRO position may have on overtime expenses; 3) the impact the new SRO position may have from a "human resources perspective;" 3) the impact the new SRO position may have on the Collective Bargaining Agreement; and 3) and identify all assumptions relating to the analysis regarding the impacts herein.

In addition, we invite council to guide the administration regarding any other analysis it directs to be performed in advance of the study session regarding the impact and opportunity presented by the provision of a second SRO position.

**CITY MANAGER RECOMMENDATION:**

Authorize the City Manager to execute the proposed Agreement with Everett Public School District.

**ATTACHMENTS:**

- Attachment 1: Interlocal cooperative agreement between the City and the District (will be available on September 10, 2019)



Respectfully Submitted:



Michael G. Ciaravino  
City Manager



Agenda Item # E  
 Meeting Date: September 10, 2019

**CITY COUNCIL AGENDA SUMMARY**  
 City of Mill Creek, Washington

**AGENDA ITEM: ACCEPTANCE OF GRANT FUNDING FOR THE 2019 HISTORIC PRESERVATION PROGRAM EXPENDITURES**

**PROPOSED MOTION:**

Motion to approve Resolution 2019-\_\_\_ authorizing the City Manager to accept Snohomish County’s Historic Preservation Grant funding in the amount of \$7,806.

**KEY FACTS AND INFORMATION SUMMARY:**

The City applied for and received an initial \$12,500 grant from the Snohomish County Historic Preservation Commission Community Heritage Program. Phase one of this project designated all 2018 funds towards research and design of five historical panels.

The City applied for the 2019 Historic Preservation Grant in the amount of \$7,806. On July 25<sup>th</sup>, the Communications and Marketing Department received confirmation that the City had been awarded this full dollar amount. The awarded funding will be allocated towards production and installation of the historical panels.

As an Art & Beautification Board project, these aesthetically pleasing panels will help preserve Mill Creek’s history and serve as both an artistic and historical display. Upon completion, the panels will be added to the list of art and history sites featured in the Snohomish County Tourism Bureau’s semi-annual visitor’s guide.

In accordance with the newly utilized grant application process, the Communications and Marketing team is seeking approval from City Council to accept the Historic Preservation Grant award in the amount of \$7,806.

**Scope of Work:**

<b>Estimated Reimbursable Expenses for this Project:</b>	<b>Column A</b>	<b>Column B</b>	<b>Column C</b>
<b>Description of the project expense</b>	<b>List of estimated reimbursable</b>	<b>Estimate of in kind labor, cash</b>	<b>Total Column A + Column B</b>

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	<b>project expenses</b>	<b>or contribution</b>	
Custom high pressure laminate sign panels (5 panels in total)	\$6,368		\$6,368
Installation at project site	\$438		\$438
Project administration		\$2,000	\$2,000
Staff time and materials / installation of infrastructure to support the panels		\$15,000	\$15,000
Designer support for production	\$1,000		\$1,000
<b>Total Per Column</b>	<b>\$7,806</b>	<b>\$17,000</b>	<b>\$24,806</b>
<b>Grant Dollars Awarded</b>	<b>\$7,806</b>		

**Please note:**

- The City of Mill Creek will need to complete its obligations under the scope of work by no later than **December 31, 2019**.
- The grant agreement prepared by Snohomish County will be effective upon mutual execution (the "Effective Date") and will terminate on **December 31, 2019**.
- No matching of any kind is required.
- Funds are allocated by reimbursement *after* work is completed.

**CITY MANAGER RECOMMENDATION:**

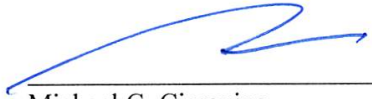
Authorize the City Manager to accept the Historic Preservation Grant award in the amount of \$7,806.

**ATTACHMENTS:**

- Attachment 1: Resolution 2019-\_\_\_\_\_
- Attachment 2: Draft agreement between Snohomish County and the City of Mill Creek

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Respectfully Submitted:



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Michael G. Ciaravino  
City Manager

**RESOLUTION NO. 2019-\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK WASHINGTON AUTHORIZING THE ACCEPTANCE OF THE HISTORIC PRESERVATION GRANT FUNDING IN THE AMOUNT OF \$7,806.**

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**WHEREAS**, the City of Mill Creek believes itself to be qualified, and is willing and able to carry out all activities described in the grant application; and

**WHEREAS**, in this action the City of Mill Creek has declared its intent to conduct the historical preservation project described in the application; and

**WHEREAS**, in this action the City of Mill Creek will, upon acceptance of the grant, agree to the terms of the grant; and

**WHEREAS**, the City Council of the City of Mill Creek authorizes Michael Ciaravino to act on behalf of the City to accept the allotted funds from the Snohomish County Historic Preservation Commission Community Heritage Program and sign related documents.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILL CREEK WASHINGTON THAT:**

The City of Mill Creek requests the funds and assistance available from the Snohomish County Historic Preservation Commission Community Heritage Program and will comply with agency rules for the program.

Adopted this 10th day of September, 2019, by a vote of \_\_\_\_ for, \_\_\_\_ against \_\_\_\_ abstaining and \_\_\_\_ absent.

APPROVED:

\_\_\_\_\_  
PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
GINA PFISTER, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
SCOTT MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: \_\_\_\_\_  
PASSED BY THE CITY COUNCIL: \_\_\_\_\_  
RESOLUTION NO.: 2019-\_\_\_\_\_

**DRAFT**

HERITAGE GROUP: City of Mill Creek  
CONTACT PERSON: Gordon Brink  
ADDRESS: 15728 Main Street Mill Creek, WA 98012  
FEDERAL TAX ID NUMBER/U.B.I. NUMBER: 91-1225895  
TELEPHONE/FAX NUMBER: 425-921-5735 Fax: 425-745-9650  
COUNTY DEPT: Snohomish Parks, Recreation & Tourism  
DEPT. CONTACT PERSON: Jana Notoa  
TELEPHONE/FAX NUMBER: (360) 805-6710  
PROJECT: Historic Timeline Mill Creek  
AMOUNT: \$7,806  
FUND SOURCE: 100-511009445204  
CONTRACT DURATION: Contract execution through December 31, 2019

HISTORIC PRESERVATION GRANT

THIS AGREEMENT (the “Agreement”) is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the “County”), and City of Mill Creek, a local government within Washington State.

Recitals:

WHEREAS, by Motion No. 19-117, passed April 24, 2019, the County Council approved the 2019 Historic Preservation Program expenditures recommended to it by the Snohomish County Historic Preservation Commission at the levels set forth in that recommendation (or as subsequently amended by the County Council) and authorized the County Executive to execute the necessary contracts; and

WHEREAS, City of Mill Creek’s project was one of twelve (12) projects recommended by the Commission and authorized by Motion No. 19-117 for funding in 2019;

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

1. Purpose of Agreement; Scope of Services. The purpose of this Agreement is to provide funding for the City of Mill Creek’s historical preservation Project as described in City of Mill Creek 2019 application for historical preservation funds. The Scope of Services and compensation is described in the “Schedule A” attached hereto and incorporated by this reference.

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HISTORIC PRESERVATION GRANT AGREEMENT

City of Mill Creek will prepare and present status reports and other information regarding performance of the Agreement as the County may request.

2. Term of Agreement; Time of Performance. This Agreement shall be effective upon mutual execution (the “Effective Date”) and shall terminate on December 31, 2019. City of Mill Creek shall complete its obligations under the Scope of Services by no later than December 31, 2019. The County’s obligations after December 31, 2019, are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with the County Charter and applicable law.

3. Compensation.

a. Reimbursement. The County will reimburse City of Mill Creek as set forth in Schedule A.

b. Overhead and Expenses. No claims for reimbursement of overhead or expenses will be allowed under this Agreement.

c. Invoices. Upon completion of City of Mill Creek’s eligible expenses for the Project, City of Mill Creek shall submit a properly executed invoice to the County indicating the amount of eligible expenses for reimbursement. The invoice shall include an itemization of all reimbursable expenses incurred by City of Mill Creek, together with reasonable documentation substantiating such expenses, all in accordance with this Section 3.

d. Contract Maximum. Total reimbursable expenses under this Agreement, all fees and expenses included, shall not exceed \$7,806.

4. Independent Contractor. City of Mill Creek agrees that it is not an agent, employee, or servant of the County. This Agreement neither constitutes nor creates an employer-employee relationship. The parties agree that City of Mill Creek is not entitled to any benefits or rights enjoyed by employees of the County. City of Mill Creek specifically has the right to direct and control City of Mill Creek’s own activities 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 ventures.

City of Mill Creek shall furnish, employ and have exclusive control of all persons to be engaged in performing City of Mill Creek’s obligations under this Agreement (the “City of Mill Creek personnel”), and shall prescribe and control the means and methods of performing such obligations by providing adequate and proper supervision. Such City of Mill Creek personnel shall for all purposes be solely the employees or agents of City of Mill Creek and shall not be deemed to be employees or agents of the County for any purposes whatsoever. With respect to City of Mill Creek personnel, City of Mill Creek shall be solely responsible for compliance with all rules, laws and regulations relating to employment of labor, hours of labor, working conditions, payment of wages and payment of taxes, including applicable contributions from City of Mill Creek personnel when

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HISTORIC PRESERVATION GRANT AGREEMENT



required by law.

Because it is an independent contractor, City of Mill Creek shall be responsible for all obligations relating to federal income tax, self-employment or FICA taxes and contributions, and all other so-called employer taxes and contributions including, but not limited to, industrial insurance (workers' compensation). City of Mill Creek agrees to indemnify, defend and hold the County harmless from any and all claims, valid or otherwise, made to the County because of these obligations.

City of Mill Creek assumes full responsibility for the payment of all payroll taxes, use, sales, income, or other form of taxes, fees, licenses, excises or payments required by any city, county, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by City of Mill Creek and as to all duties, activities and requirements by City of Mill Creek in completion of the Project under this Agreement. City of Mill Creek shall assume exclusive liability therefor, and shall meet all requirements thereunder, pursuant to any rules or regulations that are now or may be promulgated in connection therewith.

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. County Contact Person. The assigned contact person (or project manager) for the County for this Agreement shall be:

Name: Jana Notoa  
Title: Administration Analyst  
Department: Snohomish County Parks, Recreation & Tourism  
Telephone: (360) 805-6710  
Email: [jana.notoa@snoco.org](mailto:jana.notoa@snoco.org)

7. Records and Access; Audit; Ineligible Expenditures. City of Mill Creek shall maintain adequate records to support its invoices of reimbursable expenses. Said records shall be maintained for a period of seven (7) years after completion of this Agreement by City of Mill Creek. The County or any of its duly authorized representatives shall have access at reasonable times to any books, documents, papers and records of City of Mill Creek that are directly related to this Agreement for the purposes of making audit examinations, obtaining excerpts, transcripts or copies, and ensuring compliance by the County with applicable laws. Expenditures under this Agreement, which are determined by audit to be ineligible for reimbursement and for which payment has been made to City of Mill Creek, shall be refunded to the County by City of Mill Creek.

8. Insurance: During the term of this Agreement City of Mill Creek shall maintain insurance as described below.

a. General. Each insurance policy shall be written on an "occurrence" form.

By requiring the minimum insurance coverage set forth in this Section 8, the County shall not be deemed or construed to have assessed the risks that may be applicable to City of Mill Creek under this Agreement. City of Mill Creek shall assess its own risks and, if it deems appropriate and/or prudent, maintain greater limits and/or broader coverage.

b. **No Limitation on Liability.** City of Mill Creek's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of City of Mill Creek to the coverage provided by such insurance, or otherwise limit the County's recourse to any remedy available at law or in equity.

c. **Minimum Scope and Limits of Insurance.** City of Mill Creek shall maintain coverage at least as broad as, and with limits no less than:

(i) **General Liability:** \$1,000,000.00 combined single limit per occurrence for bodily injury, personal injury and property damage, and for those policies with aggregate limits, a \$1,000,000.00 aggregate limit. CG 00 01 current edition.

d. **Other Insurance Provisions and Requirements.** The insurance coverage required in this Agreement must contain, or must be endorsed to contain, the following provisions:

(i) The County, its officers, officials, employees and agents are to be covered as additional insured as respects liability arising out of activities performed by or on behalf of City of Mill Creek in connection with this Agreement. Such coverage shall be primary and non-contributory insurance as respects the County, its officers, officials, employees and agents. Additional Insured Endorsement shall be included with the certificate of insurance, "CG 2026 07/04" or its equivalent is required.

(ii) City of Mill Creek's insurance coverage shall apply separately to each insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.

9. **Indemnification and Hold Harmless.** Except for the sole negligence of the County, City of Mill Creek agrees to protect, defend and indemnify the County from any and all costs, claims, judgments and/or awards of damages, arising out of or in any way resulting from City of Mill Creek's activities and/or services associated with this Agreement.

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 or alter the application of any other provision contained within this Agreement.

10. **Federal Non-discrimination.** Snohomish County assures that no persons shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964

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(Pub. L. No. 88-352), as amended, and the Civil Rights Restoration Act of 1987 (Pub. L. No. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any County sponsored program or activity. Snohomish County further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

11. County 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.

City of Mill Creek shall comply with the substantive requirements of Chapter 2.460 SCC, which are incorporated herein by this reference. Execution of this Agreement constitutes a certification by City of Mill Creek of City of Mill Creek 's compliance with the requirements of Chapter 2.460 SCC. If City of Mill Creek is found to have violated this provision, or to have furnished false or misleading information in an investigation or proceeding conducted pursuant to this Agreement or Chapter 2.460 SCC, this Agreement may be subject to a declaration of default and termination at the County's discretion. This provision shall not affect City of Mill Creek 's obligations under other federal, state, or local laws against discrimination.

12. Employment of County Employees. SCC 2.50.075, "Restrictions on future employment of County employees," imposes certain restrictions on the subsequent employment and compensation of County employees. City of Mill Creek represents and warrants to the County that it does not at the time of execution of this Agreement, and that it shall not during the term of this Agreement, employ a former or current County employee in violation of SCC 2.50.075. For breach or violation of these representations and warranties, the County shall have the right to terminate this Agreement without liability.

13. Compliance with Other Laws. City of Mill Creek shall comply with all other applicable federal, state and local laws, rules, and regulations in performing this Agreement.

14. Compliance with Grant Terms and Conditions. City of Mill Creek shall comply with any and all conditions, terms and requirements of any federal, state or other grant, if any, that wholly or partially funds City of Mill Creek's work hereunder.

15. Prohibition of Contingency Fee Arrangements. City of Mill Creek warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for City of Mill Creek, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for City of Mill Creek, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting

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from the award or making of this Agreement. For breach or violation of this warranty, the County shall have the right to terminate this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

16. Force Majeure. If either party is unable to perform any of its obligations under this Agreement as a direct result of an unforeseeable event beyond that party's reasonable control, including but not limited to an act of war, act of nature (including but not limited to earthquake and flood), embargo, riot, sabotage, labor shortage or dispute (despite due diligence in obtaining the same), or governmental restriction imposed subsequent to execution of the Agreement (collectively, a "force majeure event"), the time for performance shall be extended by the number of days directly attributable to the force majeure event. Both parties agree to use their best efforts to minimize the effects of such failures or delays.

17. Non-Waiver of Breach; Termination.

a. The failure of the County to insist upon strict performance of any of the covenants or agreements contained in this Agreement, or to exercise any option conferred by this Agreement, in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

b. If City of Mill Creek breaches any of its obligations hereunder, and fails to cure the same within five (5) business days of written notice to do so by the County, the County may terminate this Agreement, in which case the County shall reimburse City of Mill Creek only for the eligible expenses, if any, accepted by the County in accordance with Section 3.

c. The County may terminate this Agreement upon five (5) business days' written notice to City of Mill Creek for any reason other than stated in subparagraph b above, in which case reimbursement shall be made in accordance with Section 3 hereof for the eligible expenses, if any, reasonably and directly incurred by City of Mill Creek prior to receipt of the termination notice.

d. Termination by the County hereunder shall not affect the rights of the County as against City of Mill Creek provided under any other section or paragraph herein. The County does not, by exercising its rights under this Section 17, waive, release or forego any legal remedy for any violation, breach or non-performance of any of the provisions of this Agreement. At its sole option, the County may deduct from the final payment due City of Mill Creek (i) any damages, expenses or costs arising out of any such violations, breaches or non-performance and (ii) any other set-offs or credits including, but not limited to, the costs to the County of selecting and compensating another contactor to complete the work of the Agreement.

18. Notices. All notices and other communications shall be in writing and shall be sufficient if given, and shall be deemed given, on the date on which the same has been mailed by certified mail, return receipt requested, postage prepaid, addressed as follows:

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If to the County:                    Snohomish County Office Parks, Recreation & Tourism  
14405 179<sup>th</sup> Ave SE  
Monroe, Washington 98272  
Attention:     Jana Notoa  
                         Historic Preservation Grant Manager

If to City of Mill Creek:        Address: 15728 Main Street Mill Creek, WA 98012  
Attention:     Gordon Brink

The County or City of Mill Creek may, by notice to the other given hereunder, designate any further or different addresses to which subsequent notices or other communications shall be sent.

19. Confidentiality. Except as authorized or required by any law the City of Mill Creek shall not disclose, transfer, sell or otherwise release to any third party any confidential information gained by reason of or otherwise in connection with the City of Mill Creek's performance under this Agreement. The City of Mill Creek may use such information solely for the purposes necessary to perform its obligations under this Agreement. The City of Mill Creek shall promptly give written notice to the County of any judicial proceeding seeking disclosure of such information.

20. Public Records Act. This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of City of Mill Creek are needed for the County to respond to a request under the Act, as determined by the County, the City of Mill Creek agrees to make them promptly available to the County. If the City of Mill Creek considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the City of Mill Creek shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the City of Mill Creek and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the City of Mill Creek (a) of the request and (b) of the date that such information will be released to the requester unless the City of Mill Creek obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the City of Mill Creek fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the City of Mill Creek to claim any exemption from disclosure under the Act. The County shall not be liable to the City of Mill Creek for releasing records not clearly identified by the City of Mill Creek as confidential or proprietary. The County shall not be liable to the City of Mill Creek for any records that the County releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

(2019 ed.)  
HISTORIC PRESERVATION GRANT AGREEMENT

Page 7 of 9

21. Prevailing Wage. In completing the Project, City of Mill Creek shall comply with Washington State Prevailing Wage laws. The City of Mill Creek shall pay any laborers and mechanics performing work for the Project at wage rates not less than those prevailing on similar construction in the locality in accordance with 39.12 RCW pertaining to payment of state prevailing wages on public works projects. The City of Mill Creek shall require all contractors and subcontractors to comply with RCW 49.28.060 and 49.28.065. City of Mill Creek shall file and ensure that any subcontractor file with Department of Labor and Industries a Statement of Intent to Pay Prevailing Wages and Affidavit of Wages Paid. Compliance with this section is material to this Agreement, any breach of this Section 21 is cause for County termination under Section 17.

22. Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties. The language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings of this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

23. 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.

24. Conflicts between Attachments and Text. Should any conflicts exist between any attached application and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

25. No Third Party Beneficiaries. The provisions of this Agreement are for the exclusive benefit of the County and City of Mill Creek. This Agreement shall not be deemed to have conferred any rights, express or implied, upon any third parties.

26. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County.

27. 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.

28. 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 City of Mill Creek, as the case may be, and that upon execution of this Agreement it shall constitute a binding obligation of the County or the City of Mill Creek, as the case may be.

29. Survival. Those provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall so survive.

30. Execution in Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which shall constitute one and the same Agreement.

“County”  
SNOHOMISH COUNTY:

City of Mill Creek:

\_\_\_\_\_  
County Executive or Delegate      Date

\_\_\_\_\_  
Michael Ciaravino      Date  
City Manager



**Schedule A  
Scope of Work**

Scope of work taken from application

**Project Budget Compensation**

1. City of Mill Creek will be reimbursed by the County for eligible expenses incurred in completing the Project pursuant to the Agreement in an amount not to exceed \$7,806.
  
2. Expenses eligible for reimbursement under the Agreement are defined as those listed in the Budget Quote included in Schedule A for five (5) historical timeline panels to hang in Mill Creek Town Center, highlighting the history of Mill Creek. The City of Mill Creek will not be reimbursed for any expenses incurred by it that provide direct promotional benefit to a specific private business entity. In order to ensure timely closeout of the Project, the City of Mill Creek shall submit its invoice to the County no later than thirty (30) calendar days after completion of the services authorized by this Agreement and, in any event, no later than December 31, 2019. The City of Mill Creek’s invoice shall be accompanied by a report summarizing the Project and how funds provided for the Project under this Agreement have promoted historical preservation or historical programs in Snohomish County. In no event shall the City of Mill Creek’s invoice be paid by the County if it is submitted after December 31, 2019, or if it is not accompanied by the required report.

Include table of expenses with match and reimbursable expense detailed

Description	List of Estimated Reimbursable Expenses		Grant Request
	In-Kind labor or cash	Cash	\$7,806
Custom High Pressure Laminate Sign Panels ¼ " thick (5 panels)		\$6,368	\$6,368
Installation at project site		\$438	\$438
Staff time/project administration	\$2,000		\$2,000
Staff time and materials/installation of infrastructure to support the panels	\$15,000		\$15,000
Designer support for production		\$1,000	\$1,000
<b>Total Project Budget</b>			<b>\$ 24,806.00</b>
	<b>2019 Heritage Grant</b>		<b>\$7,806</b>



Date: September 10, 2019

A/P Check Batches		
Dated	Check Numbers	Amount
07/25/2019	ACH Debit-DOR-Sales Tax-June	\$10,439.29
07/30/2019	60648-60708	\$103,503.51
07/31/2019	ACH Debit-DOR-Leasehold Tax-2 Qtr	\$3,724.46
08/15/2019	60709-60808	\$486,747.43
08/26/2019	ACH Debit-DOR-Sales Tax-July	\$1,545.63
08/30/2019	60809-60880	\$274,785.56
<b>Total</b>		<b>\$880,745.88</b>

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 60648 through 60880, and ACH's in the amount of \$880,745.88.

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

\_\_\_\_\_

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Interim Finance Director

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
City Manager

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

**Business Licensing and Taxes**

<< My DOR Services

**Return Payment**

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Home Return Payment for \$10,439.29 Jun-30-2019 Return Payment

**Return Payment**

CITY OF MILL CREEK  
600-598-011

Excise Tax  
600-598-011

Jun-30-2019

\$10,439.29

**Applies To**

Jun-30-2019

10,439.29

**History**

Source : ACH Debit

Posted : Jul-25-2019

Received : Jul-25-2019

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<b>Combined Excise Tax Return for June 2019 Receipts (posted in July 2019)</b>						
600-598-011 City of Mill Creek						
<b>State Business and Occupation Section</b>						
Line Code	Tax Classific	Gross Amount	Total Deduction	Taxable Amount	Rate	Tax Due
0004	Service & Oth	620,078.34		620,078.34	0.015000	9,301.18
0002	Retailing	9,388.59	9,388.59	-	0.004710	-
		<b>629,466.93</b>	<b>9,388.59</b>	<b>620,078.34</b>		<b>9,301.18</b>
<b>State Sales and Use Section</b>						
0001	Retail Sales	9,388.59		9,388.59	0.065000	610.26
<b>Local Sales Section</b>						
0045	3119 Mill Creek			9,388.59	0.040000	375.54
<b>State Use Tax Section</b>						
	State Use Tax	1,450.58		1,450.58	0.065000	94.29
<b>Local Use Tax Section</b>						
0045	3119 Mill Creek			1,450.58	0.040000	58.02
<b>TOTAL Sales Tax</b>						<b>985.80</b>
<b>TOTAL Use Tax</b>						<b>152.31</b>
<b>Summary Section</b>						
State Business & Occupation Tax Total						9,301.18
State Sales and Use Tax Total						704.55
Local and regional Tax Total						433.56
<b>TOTAL AMOUNT OWED:</b>						<b>10,439.29</b>

**For recurring month end journal entry:**

		DEBIT	CREDIT
001-014-518-90-49-53	Retail B&O tax	-	GF retail B&O
001-014-518-90-49-53	Service & other B&O	-	
001-014-589-30-00-00	Sales Tax	985.80	GF Retail ST
001-000-229-00-04-00	Use Tax	152.31	Use tax on purchases
001-000-111-10-00-00	cash		1,138.11 GF Retail & Use total tax
401-401-531-38-49-51	SW Service & Other B&O	8,880.55	surface water b&o
401-000-111-10-00-00	cash		8,880.55 sw total tax
001-019-571-10-49-53	Retail B&O tax	-	P&R Retail B&O
001-019-571-10-49-53	Service & other B&O	420.63	P&R Service and Other b&o
001-019-589-30-00-00	sales tax	-	P&R ST
001-000-111-10-00-00	cash		420.63 P&R total tax
		<b>10,439.29</b>	<b>10,439.29</b>

\*\* check ACH for rounding error & penalties/interest

Combined Excise Tax Return for June 2019 Receipts (posted in July 2019)			
<b>WORKSHEET</b>			
SW Collection			
SERVICE & OTHER ACTIVITIES B&O:	Taxable Amount	Rate	Tax Due
Surface Water (#401) cash receipts	592,036.06	0.01500	8,880.54
Cash received SW Fees	592,036.06		
SW CHARGES FROM COUNTY	-		
ROW Deposit/Collection agency (look in GL)	-		
Other ( Int )	-		
Sub-total:	592,036.06	401 Cash received =	-
			592,036.06
General Fund	-	0.01500	-
Advertising			
Sponsor/donation			
Park & Rec Instructional Activities:	28,042.28	0.01500	420.63
Total Receipts	28,042.28		
Less:			
sales tax revenue	-		
R&M MCSFP field	-		
Operating transfers (Gen Fund 2019)			
sponsor/donation-special event	-		
registration donation	-	(fun run scholarship donation)	
rec sponsorship-fun run	-		
misc revenue/OFS	-		
youth bb league scholarship	-		
Youth bb league sponsorships	-		
3on3 sponsorship	-		
donations- special events	-		
Farmers market sales - sales tax already paid	-		
Sub-total:	28,042.28		
Less:			
revenue taxable as retail sales	-	formula, fills in below	
non taxable donations	-		
Total P&R B&O for service:	28,042.28		
<b>TOTAL B&amp;O FOR SERVICE:</b>	<b>620,078.34</b>		<b>9,301.17</b>
RETAIL SALES B&O:	Taxable Amount	Rate	Tax Due
(taxes built into price)			
Passport Photos:	10,323.00	9,350.54	change formula for <<< new tax rates
Exception: General Gov't Function	(9,350.54)		sales tax only
CPL Laminating	42.00	38.04	change formula for <<< new tax rates
Exception: General Gov't Function	(38.04)		sales tax only
Park & Rec Sales Subject To Sales Tax:	-	0.00471	-
Park & Rec Activities Subject To Sales Tax:	-	0.00471	-
youth kids fun run * (per calc below)	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
youth league basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
youth 3 on 3 basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
adult 3 on 3 basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
adults softball league	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
Total P&R retail sales:	-		
<b>TOTAL B&amp;O FOR RETAIL SALES:</b>	<b>9,388.59</b>		-
<b>TOTAL B&amp;O DEDUCTIONS FOR RETAIL SALES:</b>	<b>(9,388.59)</b>		

**Business Licensing and Taxes**

<< My DOR Services

Jun-30-2019

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Home Leasehold **Return Payment for \$3,724.46** Jun-30-2019

Period

CITY OF MILL CREEK  
503-000-685  
Leasehold  
503-000-685  
Jun-30-2019  
Balance: \$0.00

Period Alerts

✓ There are no alerts

I Want To

- Make a Tax Payment
- File, Amend or Print Return
- Request a penalty waiver

Summary

Return Tax	\$3,724.46
Payment	(\$3,724.46)
Balance	\$0.00

Period Activity

Jul-31-2019	Payment posted	Payment for \$3,724.46
Jul-16-2019	Processed	Leasehold Tax Return

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**Business Licensing and Taxes**

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**View**

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Home	Leasehold	Return Payment for \$3,724.46	Jun-30-2019	Return	View
------	-----------	-------------------------------	-------------	--------	------

1. Regular Lessee ▶

**Regular Lessee**

Regular Lessee							Filter
Lease Number	Regular Lessee Name	Location Code	Tax Code Area	Other	Taxable Rent Due	Tax Rate	Total Tax Due
	Huntron Inc	3119 - MILL CREEK	00520		19,617.30	0.1284	2,518.86
	Nancy Bennett Consulting	3119 - MILL CREEK	00520		1,493.16	0.1284	191.72
	Innovative Mill Work Solutio	3119 - MILL CREEK	00520		2,819.94	0.1284	362.08
	Appraisals Northwest Inc.	3119 - MILL CREEK	00520		3,614.13	0.1284	464.06
	Pro Player Supply	3119 - MILL CREEK	00520		1,462.11	0.1284	187.74
	Granite Construction	3119 - MILL CREEK	00520		0.00	0.1284	0.00

6 Rows

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Page 1 of 1

**Washington State Department of Revenue**

Your Return has been submitted and your confirmation number is **0-009-843-054**

Below is information from your Monthly Return for the period ending July 31, 2019

Filing Date	August 21, 2019
Account Id	600-598-011
Primary Name	CITY OF MILL CREEK
Payment Method	ACH Debit/E-Check
Payment Effective	August 26, 2019 ✓
Total Tax	1,545.63
Total Due	1,545.63 ✓

Check the status of your return from the **Submissions** tab.

Print a copy of your return below. You can always "Print" your return by navigating to the "Submissions" tab and finding this request.

Give us your feedback

Combined Excise Tax Return for July 2019 Receipts (posted in August 2019)						
600-598-011 City of Mill Creek						
State Business and Occupation Section						
Line Code	Tax Classific	Gross Amount	Total Deduction	Taxable Amount	Rate	Tax Due
0004	Service & Oth	25,719.35		25,719.35	0.015000	385.79
0002	Retailing	8,592.16	8,592.16	-	0.004710	-
		<b>34,311.51</b>	<b>8,592.16</b>	<b>25,719.35</b>		<b>385.79</b>
State Sales and Use Section						
0001	Retail Sales	8,592.16		8,592.16	0.065000	558.49
Local Sales Section						
0045	3119 Mill Creek			8,592.16	0.040000	343.69
State Use Tax Section						
	State Use Tax	2,453.90		2,453.90	0.065000	159.50
Local Use Tax Section						
0045	3119 Mill Creek			2,453.90	0.040000	98.16
TOTAL Sales Tax						902.18
TOTAL Use Tax						257.66
Summary Section						
State Business & Occupation Tax Total						385.79
State Sales and Use Tax Total						717.99
Local and regional Tax Total						441.85
<b>TOTAL AMOUNT OWED:</b>						<b>1,545.63</b> ✓

For recurring month end journal entry:				DEBIT	CREDIT
001-014-518-90-49-53	Retail B&O tax	-			GF retail B&O
001-014-518-90-49-53	Service & other B&O	-			
001-014-589-30-00-00	Sales Tax	902.18			GF Retail ST
001-000-229-00-04-00	Use Tax	257.66			Use tax on purchases
001-000-111-10-00-00	cash			1,159.84	GF Retail & Use total tax
401-401-531-38-49-51	SW Service & Other B&O	-			surface water b&o
401-000-111-10-00-00	cash			-	sw total tax
001-019-571-10-49-53	Retail B&O tax	-			P&R Retail B&O
001-019-571-10-49-53	Service & other B&O	385.79			P&R Service and Other b&o
001-019-589-30-00-00	sales tax	-			P&R ST
001-000-111-10-00-00	cash			385.79	P&R total tax
			1,545.63	1,545.63	
** check ACH for rounding error & penalties/interest					

Combined Excise Tax Return for July 2019 Receipts (posted in August 2019)			
<b>WORKSHEET</b>			
SW Collection			
SERVICE & OTHER ACTIVITIES B&O:	Taxable Amount	Rate	Tax Due
Surface Water (#401) cash receipts	-	0.01500	-
Cash received SW Fees	-		
SW CHARGES FROM COUNTY	-		
ROW Deposit/Collection agency (look in GL)	-		
Other ( Int )	-		
Sub-total:	-	<b>401 Cash received =</b>	-
General Fund	-	0.01500	-
Advertising	-		
Sponsor/donation	-		
Park & Rec Instructional Activities:	25,719.35	0.01500	385.79
Total Receipts	25,719.35		
Less:			
sales tax revenue	-		
R&M MCSP field	-		
Operating-transfers (Gen Fund 2019)	-		
sponsor/donation-special event	-		
registration donation	-	(fun run scholarship donation)	
rec sponsorship-fun run	-		
misc revenue/OFS	-		
youth bb league scholarship	-		
Youth bb league sponsorships	-		
3on3 sponsorship	-		
donations- special events	-		
Farmers market sales - sales tax already paid	-		
Sub-total:	25,719.35		
Less:			
revenue taxable as retail sales	-	formula, fills in below	
non taxable donations	-		
Total P&R B&O for service:	25,719.35		
<b>TOTAL B&amp;O FOR SERVICE:</b>	<b>25,719.35</b>		<b>385.79</b>
RETAIL SALES B&O:	Taxable Amount	Rate	Tax Due
(taxes built into price)			
Passport Photos:	9,428.44	8,532.52	change formula for <<< new tax rates
Exception: General Gov't Function	-	(8,532.52)	sales tax only
CPL Laminating	65.90	59.64	change formula for <<< new tax rates
Exception: General Gov't Function	-	(59.64)	sales tax only
Park & Rec Sales Subject To Sales Tax:	-	-	0.00471
Park & Rec Activities Subject To Sales Tax:	-	-	0.00471
youth kids fun run * (per calc below)	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
youth league basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
youth 3 on 3 basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
adult 3 on 3 basketball	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
adults softball league	-	Zero = NOT TAXABLE IF ON SCHOOL PROPERTY	
Total P&R retail sales:	-		
<b>TOTAL B&amp;O FOR RETAIL SALES:</b>	<b>8,592.16</b>		-
<b>TOTAL B&amp;O DEDUCTIONS FOR RETAIL SALES:</b>	<b>(8,592.16)</b>		

**Accounts Payable**

**Checks by Date - Detail by Check Date**

User: Jodieg  
 Printed: 9/5/2019 2:01 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60648	4AllProm 586397	4AllPromos Swag Items To Be Given Away At City & Local	07/30/2019		1,923.47
				Total for Check Number 60648:	0.00 1,923.47
60649	ADPLLC 538785228 539221161	ADP, LLC ADP Payroll Services - Workforce Now 06/30 ADP - Payroll Services - Local Jurisdiction Fee	07/30/2019		421.40 8.95
				Total for Check Number 60649:	0.00 430.35
60650	AMAZON 1YNV-XNKQ-PCNR	Amazon Capital Services Bocce Ball Scoreboard - Buffalo Park	07/30/2019		251.88
				Total for Check Number 60650:	0.00 251.88
60651	APPDANST 7129	Applause Studio Inc Aladdin: Musical Theatre Camp - 07/15 - 07/18	07/30/2019		1,664.00
				Total for Check Number 60651:	0.00 1,664.00
60652	BANKCARI 1 10 11 12 13 14 15 16 17 1A 2 3 4 5 6 6A 6B 6C 7 8 9	Bank of America Folders For New Business Community Engager: Laminating Signs Toll Charges - Car #43 4th of July - Wellness Decorations Taser CEW Cert. for X2, X26P & Taser 7 - T Ki Licensing Fees - Chevy Tahoe - Car #48 WFOA Dues - P Lauerman My Building Permit.com Monthly Fee Cat & Dog Food For Animal Control Use Tax - Folders For New Business Community YAB End of Year Social Clark Black Holster for 4" Revolver Clark Black Holster for 4" Revolver Farmer's Market Parking Lot Signage 2 24-Pk AA, 3 12-Pk CR123 & 1 12-Pk 9 Volt B Use Tax - 2 24-Pk AA, 3 12-Pk CR123 & 1 12-P Reflective Traffic Vest Use Tax - Reflective Traffic Vest 1 Box Ammunition - Firearm Testing Truck Vault for Detective Vehicle - Ford F-150 - Window & Visor Tinting - Detective F-150 - Car	07/30/2019		917.92 17.68 6.00 27.63 495.00 55.00 75.00 59.95 25.97 -87.22 219.31 5.15 48.91 22.10 141.22 -13.42 33.14 -3.15 21.00 397.56 287.04
				Total for Check Number 60652:	0.00 2,751.79
60653	BANKCR16 1 2 3	Bank of America Land Use Case Law Update Training - C Schmic WSAPT Membership - K Mason-Hatt MC Rotary Meeting - T Rogers 06/12	07/30/2019		35.00 35.00 17.00

# AGENDA ITEM #F.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	4	Parking - MC Rotary Meeting - T Rogers	06/12		4.00
	5	MC Rotary Meeting - T Rogers	06/26		17.00
	6	Dry Mount and Swap Art - City Map			58.95
	6A	Framing New City Map With Existing Frame			111.16
Total for Check Number 60653:				0.00	278.11
60654	BANKCR20	Business Card	07/30/2019		
	1	Hardware For Adding POW/MIA Flags to Flag F			30.90
	10	Safety & Trimming Supplies			361.22
	10A	Use Tax - Safety & Trimming Supplies			-34.32
	11	Heavy Duty Vest - A Crowell			27.59
	12	Heavy Duty Vest - A Crowell			27.44
	13	Fittings For Water Barrel			11.44
	14	Measuring Stick			10.87
	15	Safety Gear Uniform - A Crowell			105.70
	16	Lights For PW11			936.97
	16A	Use Tax - Lights For PW11			-89.03
	2	Replace Element & Air Cleaner - Tanker Trailer			16.54
	3	Auto Licensing - Parks & Recreation Trailer			17.00
	4	1/4" Barb x 12" MIP - Hillside Park			9.83
	5	Sensors, Ext. Cord, Receptacles, Hardware - PD			170.65
	6	Wasp/Hornet Spray			21.97
	7	Flower Garden Soil - CHN			23.14
	8	Microwave - CHS			219.90
	9	Hedge Shears			27.60
Total for Check Number 60654:				0.00	1,895.41
60655	BANKCR23	Business Card	07/30/2019		
	1	Vehicle Tabs - Chief's Car - 2018 Ford Sedan - C			11.50
Total for Check Number 60655:				0.00	11.50
60656	BANKCR25	Business Card	07/30/2019		
	1	Facebook Event - Memorial Day Commemorativ			9.07
	2	Online Publication of Mill Creek Publication			29.00
	2A	International Trans. Fee - Online Publication of I			0.87
	3	Constant Contact Toolkit - Monthly Fee - Mond			104.98
Total for Check Number 60656:				0.00	143.92
60657	BANKCR26	Business Card	07/30/2019		
	1	WAPRO - CPRO Certification - G Pfister			100.00
	2	Economic Alliance - Port Report & Summer Cru			40.00
	3	Economic Alliance -Port Report & Summer Crui			40.00
	4	Overnight Mail - Bond Documentation Paperwo			25.50
Total for Check Number 60657:				0.00	205.50
60658	BANKCR27	Business Card	07/30/2019		
	1	Clear Tube Acoustic Replacement			57.07
	1A	Use Tax - Clear Tube Acoustic Replacement			-5.42
	2	Vector Badge Artwork For PD Vehicle Graphic			250.00
	3	Aluminum Wall Mount Shelf, 20"W x 36"L			147.19
	4	Parking - Harborview Medical Center - T Marks			4.00
	5	Mailing Sent To WSP Crime Lab			23.72
	6	Mailing Sent To WSP Crime Lab			19.25
Total for Check Number 60658:				0.00	495.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60659	CARLSONJ 7113	Jessica Carlson Prehistoric Adventures Art Camp 07/08 - 07/12 †	07/30/2019		455.00
			Total for Check Number 60659:	0.00	455.00
60660	CDW SZZ2892	CDW Government Office 365 & Microsoft License For G. Brink	07/30/2019		245.61
			Total for Check Number 60660:	0.00	245.61
60661	CH20INC 283656	CH20, Inc Hydronic System & Cooling Tower - HVAC - CI	07/30/2019		204.87
			Total for Check Number 60661:	0.00	204.87
60662	CINTAS 4026240173 4026240173A	Cintas Corporation Loc. #460 Floor Mat Service 07/19 Floor Mat Service 07/19	07/30/2019		51.59 112.83
			Total for Check Number 60662:	0.00	164.42
60663	CODPUBCO 64146	Code Publishing Company Municipal Code - Web Update 06/28 - Ord. #201	07/30/2019		1,225.34
			Total for Check Number 60663:	0.00	1,225.34
60664	COMPRO 19-478A	Attn: Bryan Boyce ComPro Consultants, LI Market Rent Study-15720 Main St	07/30/2019		2,350.00
			Total for Check Number 60664:	0.00	2,350.00
60665	COPIETC AR42226	Copiers Etcetera, Inc. Repairs & Maint - Copy Machines	07/30/2019		1,154.73
			Total for Check Number 60665:	0.00	1,154.73
60666	Discount 0000017913	Discount Mugs Swag Items To Be Given Away At City & Local	07/30/2019		1,770.95
			Total for Check Number 60666:	0.00	1,770.95
60667	MOCKINGJ MCFM716 MCFM723	Sarah Dylan Farmer's Market - July 9th - 33 Vendors Farmer's Market - July 23rd - 32 Vendors, 1 Prep	07/30/2019		363.00 363.00
			Total for Check Number 60667:	0.00	726.00
60668	EMSECDEP 19-033624-RDU-C	Employment Security Depart 5 Work History Research - Case #2019-7105	07/30/2019		13.50
			Total for Check Number 60668:	0.00	13.50
60669	ADLFSASC 147331	ESA Prof Svc - Crestview Village II Plat 06/01 - 06/30	07/30/2019		1,000.00
			Total for Check Number 60669:	0.00	1,000.00
60670	FBILEEDA 200032302	FBI-LEEDA ELI - R Fleming 10/21 - 10/25	07/30/2019		695.00
			Total for Check Number 60670:	0.00	695.00
60671	FCICUSPV	FCI Custom Police Vehicles	07/30/2019		



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	16525	Replace Tilt Switch - Car #44			43.56
	16535	Build - 2019 F150 - Car #47			5,118.30
			Total for Check Number 60671:	0.00	5,161.86
60672	FOSTERPE 71118/3	Foster Pepper PLLC Prof Legal Services - Bond Counsel Fee	07/30/2019		11,000.00
			Total for Check Number 60672:	0.00	11,000.00
60673	GTENORTH 425-316-0326 425-745-6974	Frontier Alarm System Line Chgs - Cook House CC Line, Fax 05/19-06/18	07/30/2019		64.42 169.70
			Total for Check Number 60673:	0.00	234.12
60674	NWCASC 0551129831 0551146341 0551161064	Honey Bucket Honey Bucket Toilet Rental - Penny Creek Elem Honey Bucket Toilet Rental - Jackson High Schc Credit - Honey Bucket - Penny Creek Elementar,	07/30/2019		218.50 276.81 -10.60
			Total for Check Number 60674:	0.00	484.71
60675	HORIZON 2M085802	Horizon Distributors Inc Echo String Trimmer - Serial #T94315031723	07/30/2019		316.21
			Total for Check Number 60675:	0.00	316.21
60676	SNOCOBU 1000502322	Snohomish County Human Services Dept. 2% Liquor Profits/Liquor Excise Taxes - 1st Qtr	07/30/2019		1,450.22
			Total for Check Number 60676:	0.00	1,450.22
60677	JOHNSOS 7226	Stephen Johnson Summer Basketball Camp 07/22 - 07/25 #7226	07/30/2019		5,694.50
			Total for Check Number 60677:	0.00	5,694.50
60678	KCDA 300405153 300405153A 300405153B 300405153C 300405153D	KCDA Purchasing Cooperative 1 Box Manila Folders - M Cariavino 10 Rolls Scotch Tape - Central Supplies 3 Plastic Clipboards - Passports 3 Plastic Clipboards - Police 7 Binders - Safety Committee	07/30/2019		6.24 20.13 10.24 10.24 19.31
			Total for Check Number 60678:	0.00	66.16
60679	KLEIJ 04/22/19 08/28/18 April 2019 June 2019 May 2019	John Klei Dental Cleaning 04/22/19 Dental Cleaning & X-Rays 08/29/18 Medicare Part B - April 2019 Medicare Part B - June 2019 Medicare Part B - May 2019	07/30/2019		95.00 245.00 135.50 135.50 135.50
			Total for Check Number 60679:	0.00	746.50
60680	KPFFCON 275715-6 276676	KPFF Consulting Engineers Prof Svcs - Exploration Park Thru 06/30 Prof Svcs - 35th Ave Recon Thru 06/28	07/30/2019		7,681.94 848.38
			Total for Check Number 60680:	0.00	8,530.32

# AGENDA ITEM #F.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60681	MASHATTK Mason-Hatt 1 Mason-Hatt 2	Kim Mason-Hatt Reimbursement - Supplies for Lunchroom - CHF Reimbursement - 2018 Employee Appreciation E	07/30/2019		4.42 58.40
Total for Check Number 60681:				0.00	62.82
60682	OMWATT 827113 827116 827120 827121	Ogden Murphy Wallace Attorneys Prof Legal Services - PW - June Prof Legal Services - HR - June Prof Legal Services - Police - June Prof Legal Services - City Clerk - June	07/30/2019		195.00 710.00 65.00 315.00
Total for Check Number 60682:				0.00	1,285.00
60683	PAKOR 8036968	Pakor Inc 2 Cases - Passport Film	07/30/2019		639.49
Total for Check Number 60683:				0.00	639.49
60684	ELLITIRE 064462008400 064462008480 064462008543	PepBoys-Remittance Dept 1 Tire, Wheel, Mounting & Balance - Car #41 #6 Ignition Coil - Car #40 Front & Rear Brakes - Car #45	07/30/2019		442.10 335.02 632.43
Total for Check Number 60684:				0.00	1,409.55
60685	PERTEET 20160281.014-9 20160281.017-2 20160281.018-6 20180189.000-8	Perteet Inc Prof Svcs - Civil Plan Review - The Farm 06/03 Prof Svcs - Civil Plan Review - Three Oaks 06/0 Prof Svcs - Civil Plan Review - Muttley Square (t Prof Svcs - Grade F Pipe Repairs 06/03 - 06/30	07/30/2019		971.25 780.00 1,556.25 2,167.76
Total for Check Number 60685:				0.00	5,475.26
60686	PETTY CA 1 10 2 3 4 5 6 7 8 9	Petty Cash Fund Cash Token 07/02 - Pop Kids Club Farmer's Mkt Cash Token 07/16 - Pop Kids Club Farmer's Mkt Cash Token 07/02 - Pop Kids Club Farmer's Mkt Cash Token 07/09 - Pop Kids Club Farmer's Mkt Cash Token 07/09 - Pop Kids Club Farmer's Mkt Cash Token 07/09 - Pop Kids Club Farmer's Mkt Cash Token 07/09 - Pop Kids Club Farmer's Mkt Cash Token 07/09 - Pop Kids Club Farmer's Mkt Cash Token 07/16 - Pop Kids Club Farmer's Mkt Cash Token 07/16 - Pop Kids Club Farmer's Mkt Cash Token 07/16 - Pop Kids Club Farmer's Mkt	07/30/2019		79.00 20.00 6.00 11.00 29.00 25.00 53.00 31.00 9.00 37.00
Total for Check Number 60686:				0.00	300.00
60687	PLAYWELL 7079 7080	Play-Well TEKologies Play-Well TEKology: Engineering With Stem (t Play-Well TEKology: Enginccring With Stem (t	07/30/2019		1,386.00 896.00
Total for Check Number 60687:				0.00	2,282.00
60688	PRIMG 6767	PRI Management Group PRI Training - I Heath 09/12 - 09/13	07/30/2019		395.00
Total for Check Number 60688:				0.00	395.00
60689	SNOCPUD 105154015 111762045	PUD No. 1 of Snohomish County 2725 Seattle Hill Rd 06/08 - 07/09 15728 Main St 06/06 - 07/05	07/30/2019		17.28 1,432.19

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	115064994	902 164th St SE 06/05 - 07/05			34.25
	115069382	2720 Seattle Hill Rd 06/08 - 07/09			17.28
	125013477	16110 1/2 29th Dr SE 05/25 - 06/26			17.82
	125017547	14600 16th Ave SE 06/04 - 07/02			23.21
	128299826	15803 32nd Ave SE 06/08 - 07/09			23.23
	128299827	2024 Seattle Hill Rd 06/11 - 07/10			37.04
	128302388	15720 Main St 06/15 - 07/16			1,472.70
	128302389	15720 Main St Unit B 06/15 - 07/16			351.74
	131603671	Street Lights - 189 Lights - 200W 06/01 - 06/30			1,736.91
	134910190	Street Lights - 1 Light - 160W 06/01 - 06/30			5.18
	134920082	13628 N Creek Dr 06/18 - 07/19			30.58
	134920424	13510 N Creek Dr 06/16-07/17			45.83
	138128406	1900 164th St SE 06/08 - 07/09			28.65
	144771892	Street Lights - 8 Lights - 200W 06/01 - 06/30			47.68
	144771893	Street Lights - 38 Lights - 250W 06/01 - 06/30			285.38
	144771894	Street Lights - 39 Lights - 400W 06/01 - 06/30			441.48
	148056400	Street Lights - 49 Lights - 20W 06/01 - 06/30			17.15
	151360595	Street Lights - 91 Lights - 250W 06/01 - 06/30			985.53
	151360596	Street Lights - 841 Lights - 100W 06/01 - 06/30			6,021.56
	151366285	14810 35th Ave SE 06/08 - 07/09			63.64
	157805869	Street Lights - 6 Lights - 150W 06/01 - 06/30			28.98
	157805870	14729 12th Ave SE 05/29 - 06/26			15.66
	160986234	Street Lights - 21 Lights - 400W 06/01 - 06/30			312.90
	164205086	Street Lights - 17 Lights - 100W 06/01 - 06/30			52.87
	167441865	Street Lights - 1 Light - 240W 06/01 - 06/30			7.94
			Total for Check Number 60689:	0.00	13,554.66
60690	PUGETSO	Puget Sound Energy	07/30/2019		
	200004765331	15720 Main St 06/18 - 07/18			47.22
	200004765463	15728 Main St 06/18 - 07/18			129.05
			Total for Check Number 60690:	0.00	176.27
60691	PITNEYW	Purchase Power	07/30/2019		
	80009000046343	Postage - Refill Postage Meter			2,520.00
			Total for Check Number 60691:	0.00	2,520.00
60692	SNOCOSHO	Snohomish County Sheriff's Office	07/30/2019		
	1000506331	Range Use - 10 Hours 06/04			580.00
			Total for Check Number 60692:	0.00	580.00
60693	SHREDIT	Shred-It USA Inc	07/30/2019		
	8127702576	Shredding Service Fee			151.92
			Total for Check Number 60693:	0.00	151.92
60694	SNOKING	Sno-King Stamp, Inc.	07/30/2019		
	65797	Replace Bands & Ink Pads Ideal Dater/Ink Pad T			32.24
			Total for Check Number 60694:	0.00	32.24
60695	SNDPUBIN	Sound Publishing Inc	07/30/2019		
	EDH862779	City Notice - Project Complete - Sweetwater Rai			19.91
			Total for Check Number 60695:	0.00	19.91
60696	STARDMSV	Stardom Services Inc	07/30/2019		
	012399-IN	July Services - Janitorial - CHN			1,184.13
	012399-INa	July Services - Janitorial - CHS			995.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60696:	0.00	2,179.13
60697	TERMINIX 387783534	Terminix Processing Center Pest Control - WO# 16299420500 - MC Library	07/30/2019		83.98
			Total for Check Number 60697:	0.00	83.98
60698	CEREMPLAC 7124	The Ceramic Place LLC Ceramics Kids Workshops - 2 Day Class 07/16 -	07/30/2019		288.00
			Total for Check Number 60698:	0.00	288.00
60699	TODDM Reimb Todd	Mike Todd Mileage, Meals, Lodging & Parking - AWC Con	07/30/2019		937.19
			Total for Check Number 60699:	0.00	937.19
60700	TRAFCALM 189465 189465A	Trafficalm Systems Batteries for Speed Signs Use Tax - Batteries for Speed Signs	07/30/2019		879.58 -83.58
			Total for Check Number 60700:	0.00	796.00
60701	UKELITE 7220	UK Elite Soccer UK Elite Soccer - Half Day Camp 07/15 - 07/19	07/30/2019		2,534.00
			Total for Check Number 60701:	0.00	2,534.00
60702	UPS 00009X8014279 00009X8014289	United Parcel Service UPS Chgs - 911 Supply UPS Chgs - AWC - Send City Flag	07/30/2019		16.29 15.31
			Total for Check Number 60702:	0.00	31.60
60703	USIC 337470 337470A	USIC Locating Services, LLC 142 NC Locates/127 Ticket Locates/1 AH 142 NC Locates/127 Ticket Locates/1 AH	07/30/2019		1,559.73 1,559.72
			Total for Check Number 60703:	0.00	3,119.45
60704	VANHOLLT 7136	Tenille Van Hollebeke Cupcake Class: Camping Cake 07/20 #7136	07/30/2019		192.50
			Total for Check Number 60704:	0.00	192.50
60705	WWGRAIN 9231439226	W.W. Grainger, Inc. Gasket, Pressure Assist - CHN Women's Restroo	07/30/2019		150.78
			Total for Check Number 60705:	0.00	150.78
60706	WAVEDIV 09434280	WaveDivision Holdings, LLC Fiber Lease - 15728 Main St - To 3000 Rockefel	07/30/2019		641.25
			Total for Check Number 60706:	0.00	641.25
60707	YCTS J36039	Yakima County Technology Services Yakima County Hosting & Internet 04/01 - 06/30	07/30/2019		423.75
			Total for Check Number 60707:	0.00	423.75
60708	ZAC&THOM 19-MCR0006	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer - June	07/30/2019		9,500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60708:	0.00	9,500.00
			Total for 7/30/2019:	0.00	103,503.51
60709	A&CGLASS 14505	A & C Glass Replace Broken Insulated Glass - Library - 2nd I	08/15/2019		718.25
			Total for Check Number 60709:	0.00	718.25
60710	ALEXPRCO 61257 61257A	Alexander Printing Company Inc 250 Business Cards - C Schmidt 250 Business Cards - G Brink	08/15/2019		67.93 67.92
			Total for Check Number 60710:	0.00	135.85
60711	ALLBATRY 800-10051424	All Battery Sales & Service 1 Battery - Polaris - MCSP	08/15/2019		93.87
			Total for Check Number 60711:	0.00	93.87
60712	INTEGRA 16276857	Allstream T-1 Monthly Chgs - Aug	08/15/2019		658.77
			Total for Check Number 60712:	0.00	658.77
60713	AMTESTIN 111455	Am Test, Inc 5 - Fecal Coliform Analysis	08/15/2019		125.00
			Total for Check Number 60713:	0.00	125.00
60714	AMAZON 13QX-MYQL-RDVW 16DY-44XG-F67Q 1DCG-XJF4-MLPN 1GP9-QYYH-PVMV 1MPI-NY7X-63FM 1P49-C4PQ-VLRK 1Y4Q-LYHJ-6Q6M 1Y4Q-LYHJ-6Q6M1 1Y4Q-LYHJ-V6QK	Amazon Capital Services Cleanup Wiring Cables - Council Chambers Mesh Office Desk Accessories & Foot Rest - S C 3 - Standard Foot Rests for Records/Property Plantronics Phone Headset - M Ciaravino Expo Dry Erase Markers & Expo Dry Erase Boa Patch Cables - Server Room 2 Cube Boxes Tissue - PD Offices 2 Cube Boxes Tissue - Admin Offices Power Strip for Work Station - I Heath	08/15/2019		16.78 52.80 58.98 183.76 32.63 44.36 16.50 16.50 27.57
			Total for Check Number 60714:	0.00	449.88
60715	APPDANST 7126 7127 7324	Applause Studio Inc Tip Toes and Tiaras Camp - 4-7 Yrs 7/29 - 8/1 #: Superhero Hip Hop Camp - 4-7 Yrs 07/29 - 08/1 Superhero Hip Hop Camp - 1PM 4-7 Yrs 07/29 -	08/15/2019		576.00 936.00 432.00
			Total for Check Number 60715:	0.00	1,944.00
60716	BENEAD 1907514	Benefit Administration Co, LLC Section 125 Flexible Benefits Plan - July	08/15/2019		158.60
			Total for Check Number 60716:	0.00	158.60
60717	BRIDPETS 00106	Bridges Pets 1 Bag Victor Dog Food - Bagira	08/15/2019		54.59
			Total for Check Number 60717:	0.00	54.59

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60718	CARLSONJ 7114	Jessica Carlson Adventures in Art - Galaxy Adventures Art Camj	08/15/2019		875.00
			Total for Check Number 60718:	0.00	875.00
60719	CDW TDD4780 TFJ9873	CDW Government Microsoft License for Interim Finance Director - Nutanix Server Upgrades	08/15/2019		65.95 50,298.50
			Total for Check Number 60719:	0.00	50,364.45
60720	CENTRAL 270353	Central Welding Supply 2 Cylinders - Welding Gas for PW Shop	08/15/2019		69.23
			Total for Check Number 60720:	0.00	69.23
60721	CINTAS 4027192797 4027192797A	Cintas Corporation Loc. #460 Floor Mat Service 08/02 Floor Mat Service 08/02	08/15/2019		51.59 112.83
			Total for Check Number 60721:	0.00	164.42
60722	CITYBELL 35092	City of Bellevue MBP/Mybuildingpermit.com 2nd Qtr 2019 Payn	08/15/2019		2,138.97
			Total for Check Number 60722:	0.00	2,138.97
60723	CITYEVE I19002404	City of Everett Animals Brought to Shelter - June 2019	08/15/2019		390.00
			Total for Check Number 60723:	0.00	390.00
60724	CITYLYN 15408	City of Lynnwood Jail Room & Board - May 2019	08/15/2019		1,931.00
			Total for Check Number 60724:	0.00	1,931.00
60725	COMCAST 849831021072434	Comcast Internet for ITS 08/14 - 09/13	08/15/2019		106.42
			Total for Check Number 60725:	0.00	106.42
60726	COMPRO 19-522A	Attn: Bryan Boyce ComPro Consultants, L Market Rent Study - 15720 Main Street	08/15/2019		2,000.00
			Total for Check Number 60726:	0.00	2,000.00
60727	CRESCNE D19-23867 D19-23867A	Creative Services of New England 2,000 Jr Police Badge Stickers Use Tax - 2,000 Jr Police Badge Stickers	08/15/2019		339.18 -32.23
			Total for Check Number 60727:	0.00	306.95
60728	DVNPTGRP 103435	Davenport Group, Inc 2 Antenna Plus AP-Cell/LTE - New Patrol Vehic	08/15/2019		320.45
			Total for Check Number 60728:	0.00	320.45
60729	DLTSOLUT SI439670	DLT Solutions LLC Autocad Map 3D Renewal - L. Celustka	08/15/2019		611.93
			Total for Check Number 60729:	0.00	611.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60730	MOCKINGJ MCFM730 MCFM806	Sarah Dylan Farmer's Market - July 30th - 27 Vendors, 1 Prep Farmer's Market - Aug 6th - 31 Vendors	08/15/2019		308.00 341.00
				Total for Check Number 60730:	0.00 649.00
60731	EMSECDEP 000-945199-10-6	Employment Security Depart Unemployment Claims - 2nd Qtr. 2019	08/15/2019		3,629.95
				Total for Check Number 60731:	0.00 3,629.95
60732	EPICFORD 17703P	Epic Ford Weatherstrip - Car #44	08/15/2019		48.50
				Total for Check Number 60732:	0.00 48.50
60733	FCSGROUP 2923-21907005	FCS Group Prof Services - Surface Water Rate Study to 07/1	08/15/2019		560.00
				Total for Check Number 60733:	0.00 560.00
60734	FELDMAJ June 2019	Feldman & Lee, P.S. Public Defender Contract Flat Fee - June	08/15/2019		9,000.00
				Total for Check Number 60734:	0.00 9,000.00
60735	GRYOSBRN 17	Gray & Osborne Inc Prof Svcs - 35th Ave SE Reconstruction 06/23 - 1	08/15/2019		1,020.97
				Total for Check Number 60735:	0.00 1,020.97
60736	HARRISF 189495 ITCS499860	Harris Ford Rod End, Rod Tics - PW2 Replace Emissions Equipment PW10	08/15/2019		344.91 2,666.85
				Total for Check Number 60736:	0.00 3,011.76
60737	NWCASC 0551166842 0551182777	Honey Bucket Honey Bucket Rental-Penny Creek Elem. Summ Honey Bucket Rental - Summer Camps at Jacks	08/15/2019		116.67 156.50
				Total for Check Number 60737:	0.00 273.17
60738	HORIZON 2M086181 2M086312	Horizon Distributors Inc Speed Feed, Leaf Rake W/Wood Handle - Parks Pipe Fittings - Irrigation Repairs - CHS	08/15/2019		76.59 17.63
				Total for Check Number 60738:	0.00 94.22
60739	HUIK 7008 7009 7013 7143 7144 7145 7146 7148 7149	Kelly Hui Ballet: Creative 10:30AM 03/02 - 03/30 #7008 Ballet: Creative 11:15AM 03/02 - 03/30 #7009 Ballet: Beginning 12:00PM 03/02 - 03/30 #7013 Ballet: Creative 10:30AM 06/01 - 06/22 #7143 Ballet: Creative 11:15AM 06/01 - 06/22 #7144 Ballet: Creative 10:30AM 07/20 - 08/10 #7145 Ballet: Creative 11:15AM 07/20 - 08/10 #7146 Ballet: Beginning 12:00PM 06/01 - 06/22 #7148 Ballet: Beginning 12:00PM 07/20 - 08/10 #7149	08/15/2019		-420.00 -126.00 -420.00 403.20 268.80 268.80 100.80 218.40 218.40
				Total for Check Number 60739:	0.00 512.40



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60740	SNOCOHU 1000509559	Snohomish County Human Services Dept. 2% Liquor Profits/Liquor Excise Taxes - 2nd Qt	08/15/2019		1,349.44
		Total for Check Number 60740:		0.00	1,349.44
60741	Trace Reimb Justice	Trace Justice Reimb. Hotel, Mileage, Reg. - WABO Conf - T J	08/15/2019		612.89
		Total for Check Number 60741:		0.00	612.89
60742	KAMBA 08132019	Ashlie Taylor McRae Kambalamba Slimes Refund Booth Fees - Cancelled 2 Days	08/15/2019		60.00
		Total for Check Number 60742:		0.00	60.00
60743	KONAICE 114	Kona Ice NW, LLC Sno-Cone Vendor Svc - National Night Out 08/0	08/15/2019		300.00
		Total for Check Number 60743:		0.00	300.00
60744	SHURKLEN 417 417A	Kramer Enterprises, LLC Vehicle Washes - May 2019 - July 1, 2019 PW S Vehicle Washes - May 2019 - July 1, 2019 PD C:	08/15/2019		70.39 311.72
		Total for Check Number 60744:		0.00	382.11
60745	LANEP 3799596	Lanepowell Prof Legal Svcs - Employment - June	08/15/2019		20,299.50
		Total for Check Number 60745:		0.00	20,299.50
60746	Connie 7087	Connie Lewis Babysitting Safety Class 07/22 - 07/24 #7087	08/15/2019		1,183.00
		Total for Check Number 60746:		0.00	1,183.00
60747	MAYBERM 7178 7180 7182	Mitch Mayberry Tiny Tiger Martial Arts - 06/21 - 07/09 #7178 Tiger Martial Arts: Beginner 06/21 - 07/09 #7180 Tiger Martial Arts: Colored 06/21 - 07/09 #7182	08/15/2019		1,037.75 266.00 140.00
		Total for Check Number 60747:		0.00	1,443.75
60748	McClure Payment #4	McClure and Sons, Inc. Construction - Exploration Park - Payment #4 - 1	08/15/2019		170,021.66
		Total for Check Number 60748:		0.00	170,021.66
60749	POLICEGU July 2019	Mill Creek Police Guild Police Guild Dues - July	08/15/2019		2,040.00
		Total for Check Number 60749:		0.00	2,040.00
60750	NATBUSFN MK524368	National Business Furniture Office Furniture - Support Services Supervisor	08/15/2019		6,265.33
		Total for Check Number 60750:		0.00	6,265.33
60751	NELSONM 7101 7102	Melissa Nelson Music For Preschool 9:30AM - 07/12 - 08/09 #7 Music For Preschool 10:30AM - 07/12 - 08/09 #	08/15/2019		644.00 671.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60751:	0.00	1,315.30
60752	NWBIS 08132019	Frances Turner Northwest Biscotti Refund Booth Fees - Cancelled 1 Day	08/15/2019		30.00
			Total for Check Number 60752:	0.00	30.00
60753	NWIMT 2019-8	NW WA Incident Management Team 2019 Annual Assessment	08/15/2019		818.80
			Total for Check Number 60753:	0.00	818.80
60754	OCEANSYS Q19-18,986	Ocean Systems, a Division of DTI PD Digital Evidence Software Renewal - 1 Year	08/15/2019		795.00
			Total for Check Number 60754:	0.00	795.00
60755	OMWATT 826508 827110 827112 827114 827115 827117 827118 827119 828335	Ogden Murphy Wallace Attorneys Prof Legal Services - Franchises - June Prof Legal Services - Council - June Prof Legal Services - CED - June Prof Legal Services - Excc - June Prof Legal Services - Finance - June Prof Legal Services - Martin Suit - June Prof Legal Services - 35th Ave Reconstruction - . Prof Legal Services - Olympic Dioceses - June Prof Legal Services - Comcast Franchise - June	08/15/2019		76.50 3,937.50 1,312.50 3,030.00 1,591.50 32.50 928.00 4,745.00 851.00
			Total for Check Number 60755:	0.00	16,504.50
60756	Otak 000071900336 000071900336A	Otak, Inc., Prof Svcs - MC Blvd Corridor Subarea Plan Thr Prof Svcs - MC Blvd Corridor Subarea Plan Thr	08/15/2019		5,605.07 13,078.51
			Total for Check Number 60756:	0.00	18,683.58
60757	PACAIR 22391 22618 22619	Pacific Air Control, Inc. 1st Semi-Annual HVAC Billing 02/01 - 07/31 Server Room HVAC Repair - CHS HVAC & Belts Maint - CHS	08/15/2019		754.16 376.81 349.18
			Total for Check Number 60757:	0.00	1,480.15
60758	PACTOP 1-T1097237 1-T1097590 1-T1098074 1-T1098122 1-T1098253 1-T1098989	Pacific Topsoils, Inc. Dump Brush - Parking Lot Pruning - CHN Brush Dump - Pruning - Seattle Hill Road ROW 2 Yds Topsoil Mix - 527 Median 1 Yd Topsoil Mix - Heron Park/MC Library Brush Dump - Street/ROW Cleanup Brush Dump - 132nd St Pond Trimming	08/15/2019		21.00 73.50 76.25 38.12 21.00 52.50
			Total for Check Number 60758:	0.00	282.37
60759	PAWS June 2019	PAWS Animals Brought to Shelter - June	08/15/2019		187.00
			Total for Check Number 60759:	0.00	187.00
60760	PAWSAFT 7089	Paws Afoot Dog Obed - Puppy ABC's 07/08 - 08/12 #7089	08/15/2019		462.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60760:	0.00	462.00
60761	ELLITIRE 064462008191 064462008612 064462008624 064462008915	PepBoys-Remittance Dept 4 Tires, Wheel Balance & Alignment Car #41 4 Tires, Wheel Balance & Alignment Car #44 Replace Intake Gaskets/Replace Inner Axle Seal Replace Plug & Coil, Ignition Coil Car #40	08/15/2019		981.83 895.25 618.51 402.88
			Total for Check Number 60761:	0.00	2,898.47
60762	PERTEET 20160281.014-10 20160281.014-8 20160281.017-3 20160281.018-7	Perteet Inc Prof Svcs - The Farm 07/01 - 07/28 Prof Svcs - The Farm 04/29 - 06/02 Prof Svcs - Three Oaks 07/01 - 07/28 Prof Svcs - Muttley Square 07/01 - 07/28	08/15/2019		330.00 412.50 1,305.00 528.75
			Total for Check Number 60762:	0.00	2,576.25
60763	PHILPUB 179 259SN 460L	Philips Publishing Community Transit Sponsor Ad - MC Connectio Passport Ad - Snohomish Quarterly Magazine Fe Passport Ad - Lynnwood Parks & Rec - Fall 201	08/15/2019		400.00 160.00 340.00
			Total for Check Number 60763:	0.00	900.00
60764	PILCKREN 85463	Pilchuck Rentals and Equipment Sales Dolly Rental - Pianos on Main Street Project - Q	08/15/2019		61.38
			Total for Check Number 60764:	0.00	61.38
60765	PLATT V706064 V723248	Platt Electric Supply, Inc Lighting Repairs - Tenant Space/Common Area - Lighting Repairs - Tenant Space/Common Area -	08/15/2019		162.82 259.35
			Total for Check Number 60765:	0.00	422.17
60766	POSTNET 400640	PostNet Civil Plan Copies for Staff - The Farm at Mill Cr	08/15/2019		681.97
			Total for Check Number 60766:	0.00	681.97
60767	POWERDM Q-66642	PowerDMS Annual Subscription Fee/WASPC Accreditation	08/15/2019		3,263.56
			Total for Check Number 60767:	0.00	3,263.56
60768	425Magaz 2019-25810	Premier Media Group 1/3 Page Square Ad - MC Youth BB League	08/15/2019		2,000.00
			Total for Check Number 60768:	0.00	2,000.00
60769	PRYTHSP 727189	Protect Youth Sports Background Checks - B Kittleson	08/15/2019		8.95
			Total for Check Number 60769:	0.00	8.95
60770	SNOCPU1 New Connection	PUD No 1 of Snohomish County New Electrical Service Fee for Exploration Park	08/15/2019		1,900.00
			Total for Check Number 60770:	0.00	1,900.00
60771	SNOCPU1	PUD No. 1 of Snohomish County	08/15/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	100396231	15510 Village Green Dr 06/27 - 07/30			18.36
	115073979	3401 148th St SE 06/20 - 07/22			23.69
	121706923	2501 147th Pl SE 06/21 - 07/22			33.90
	125036625	15728 Main St 07/06 - 08/06			1,537.79
	125036626	902 164th St SE 07/06 - 08/07			36.80
	128311993	Street Lights - 386 Lights - 100W 07/01 - 07/31			1,389.60
	128316132	15429 1/2 Bothell Everett Hwy 07/06 - 08/08			20.01
	131622764	14600 16th Ave SE 07/03 - 08/01			24.12
	134926771	2701 155th St SE 06/27 - 07/29			19.26
	134931152	13332 44th Ave SE 07/03 - 08/05			52.99
	138131055	928 Dumas Rd 06/16 - 07/17			95.46
	141438535	13903 N Creek Dr 06/16 - 07/17			463.84
	141443167	1700 Mill Creek Rd 06/25 - 07/23			62.80
	148073754	14729 12th Ave SE 06/27 - 07/26			16.20
	161006431	4560 SAC 07/06 - 08/05			38.14
	164226838	4842 SAC 07/06 - 08/08			71.07
	167461664	15429 Bothell Everett Hwy 07/06 - 08/08			22.07
			Total for Check Number 60771:	0.00	3,926.10
60772	RAMERJ 2019-08	Jon Ramer Consulting Services	08/15/2019		2,000.00
			Total for Check Number 60772:	0.00	2,000.00
60773	ESRI 93682540	Environmental Systems Research Institute ArcGIS Desktop Basic Primary/Secondary Main	08/15/2019		773.50
			Total for Check Number 60773:	0.00	773.50
60774	ROBHALF 53219021 53266325 53307533 53314519 53355476 53410389 53457920	Robert Half Prof Svcs - Temp Sr Acct - W/E 04/05 - 24 Hrs Prof Svcs - Temp Sr Acct - W/E 04/12 - 40 Hrs Credit - Prof Svcs - Temp Sr Acct - W/E 04/05 - Prof Svcs - Temp Sr Acct - W/E 04/19 - 40 Hrs Prof Svcs - Temp Sr Acct - W/E 04/26 - 40 Hrs Prof Svcs - Temp Sr Acct - W/E 05/03 - 38.75 H Prof Svcs - Temp Sr Acct - W/E 05/10 - 8 Hrs	08/15/2019		2,880.00 4,800.00 -2,640.00 4,800.00 4,800.00 4,650.00 960.00
			Total for Check Number 60774:	0.00	20,250.00
60775	RONGERJ 9065	John Rongerude P.S. Conflict Public Defender 9Z0761044	08/15/2019		300.00
			Total for Check Number 60775:	0.00	300.00
60776	SANDACLN July July1	Sanda Cleaners Uniform Dry Cleaning - S Eastman Uniform Dry Cleaning - S Conner	08/15/2019		211.22 35.14
			Total for Check Number 60776:	0.00	246.36
60777	SHARMAR 08132019	Sharon Martin SharMar Creations Refund Booth Fees - Cancelled 1 Day	08/15/2019		30.00
			Total for Check Number 60777:	0.00	30.00
60778	SNOCOSHO 1000505921 1000506262	Snohomish County Sheriff's Office City JAG Contribution - Jan - June 2019 City JAG Contribution - July - Dec 2019	08/15/2019		2,707.00 2,707.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60778:	0.00	5,414.00
60779	COLATHSL 7213 7215	Columbia Athletic Club- Silver Lake Junior Tennis Camp: 5-7 Years 08/05 - 08/08 #7; Junior Tennis Camp: 8-12 Years 08/05 - 08/08 #	08/15/2019		302.40 806.40
			Total for Check Number 60779:	0.00	1,108.80
60780	SILVERL 14112-27585 14737-19068 17679-27345 17684-27596 24079-27593 32140-27632 32141-27633 35995-27914 35996-27914 35997-27914 35998-27914 35999-27914 36000-27914 36016-27914 36025-27914 36026-27914 36365-27593 37034-30017 37680-27914 40191-27914	Silverlake Water District 132nd & SR 527 - Irrig 07/01 - 07/31 13617 28th Dr SE - Irrig 07/01 - 07/31 15429 1/2 Bothell Everett Hwy 07/01 - 07/31 15429 Bothell Way - Irrig 07/01 - 07/31 Hillside Irrig 07/01 - 07/31 13903 N Creek Dr - Irrig 07/01 - 07/31 13903 N Creek Dr 07/01 - 07/31 SR 527 - Irrig 07/01 - 07/31 14600 SR 527 - Irrig 07/01 - 07/31 13800 N SR 527 - Irrig 07/01 - 07/31 1600 SR 527 - Irrig 07/01 - 07/31 15200 SR 527 - Irrig 07/01 - 07/31 15100 N SR 527 - Irrig 07/01 - 07/31 SR 527 & Trillium Blvd - Irrig 07/01 - 07/31 14600 SR 527 - Irrig 07/01 - 07/31 SR 527 & Dumas Rd - Irrig 07/01 - 07/31 Dumas Rd - Irrig 07/01 - 07/31 14721 12th Ave SE - Irrig 07/01 - 07/31 0 33rd Dr & Northpointe Circle - Irrig 07/01 - 07/31 13315 45th Ave SE - Restroom 07/01 - 07/31	08/15/2019		36.20 7.60 158.40 127.20 168.80 202.60 75.65 7.60 7.60 51.80 7.60 7.60 7.60 46.60 7.60 31.00 22.30 7.60 15.40 71.05
			Total for Check Number 60780:	0.00	1,067.80
60781	SIPDIPND 7120	Sip Dip-n-Doodle LLC Canvas Painting: Cotton Candy 08/03 #7120	08/15/2019		105.00
			Total for Check Number 60781:	0.00	105.00
60782	SMARSH INV00531340	Smarsh Inc Cell Phone Text Message Archiving - Annual Fe	08/15/2019		3,154.50
			Total for Check Number 60782:	0.00	3,154.50
60783	SNOCOM 1685	Snohomish County 911 Dispatch Services - August	08/15/2019		19,690.67
			Total for Check Number 60783:	0.00	19,690.67
60784	SNOCOPW 1000509000 1000509000A 1000509000B	Snohomish County Public Works Signal Maint - RR7522 Dumas Rd/Park Rd - Jun Signal Maint - RR7553 Mill Creek Rd/Village G Signal Maint - RR7869 Mill Crk Blvd/Main - Jun	08/15/2019		1,334.58 376.60 256.36
			Total for Check Number 60784:	0.00	1,967.54
60785	SNDPUBIN EDH850498 EDH851655 EDH851690	Sound Publishing Inc Publication of Ordinance #2019-849 Publication of Ordinance #2019-845 Amend MC Municipal Code - Wireless Public H	08/15/2019		30.96 37.84 55.04
			Total for Check Number 60785:	0.00	123.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60786	SDISTCRT I000503505 I000503505A	South District Court Filing Fees SD Court - June Interpreter Costs - June	08/15/2019		4,339.30 478.61
			Total for Check Number 60786:	0.00	4,817.91
60787	STAND Aug 2019	Standard Ins. Company RA Life, AD&D & LTD Premium - MEBT - ER - A	08/15/2019		4,295.57
			Total for Check Number 60787:	0.00	4,295.57
60788	STAND2 August 2019	Standard Ins. Company RA Survivor Prem - MEBT - ER Paid - August	08/15/2019		2,105.83
			Total for Check Number 60788:	0.00	2,105.83
60789	STARDMSV 012399-IN 012399-IN1 012399-IN2	Stardom Services Inc July Services - Janitorial - 3 on 3 Basketball July Services - Janitorial - CHS July Services - Janitorial - CHN	08/15/2019		185.00 995.00 1,184.13
			Total for Check Number 60789:	0.00	2,364.13
60790	STERICYC 3004776719	Stericycle Inc Biomedical Waste Services - Monthly Fee	08/15/2019		103.73
			Total for Check Number 60790:	0.00	103.73
60791	STPTECH 0015234-IN	StopStick, Ltd. 2 Stop Stick Kits for New Patrol Fleet Vehicles	08/15/2019		1,068.50
			Total for Check Number 60791:	0.00	1,068.50
60792	STOWE MI ICM 012	Stowe Development & Strategies, LLC Interim City Manager Services - 22 Hours 05/01	08/15/2019		6,050.00
			Total for Check Number 60792:	0.00	6,050.00
60793	TACSCREW 18248696	Tacoma Screw Products Inc 2 Steel Socket HD Cap Screw, 1 SS Spring Snap	08/15/2019		7.88
			Total for Check Number 60793:	0.00	7.88
60794	BLUELINE 17327 17404	The BlueLine Group Prof Svcs - Grade F Pipe Repairs 07/01 - 07/26 Prof Svcs - Heron Park Play Area Renovation 07	08/15/2019		16,389.88 3,400.00
			Total for Check Number 60794:	0.00	19,789.88
60795	TPQGLOVE L586851	Top Quality Mfg. 30 Boxes - Nitrile Gloves	08/15/2019		227.74
			Total for Check Number 60795:	0.00	227.74
60796	TRANSUN 07909055	Trans Union LLC Basic Services Monthly Fee - Credit Checks 06%	08/15/2019		55.25
			Total for Check Number 60796:	0.00	55.25
60797	TLOLLC 839489-201907-1	TransUnion Risk and Alternative Background/Identity Investigations - July	08/15/2019		55.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60797:	0.00	55.25
60798	UNWAYSNC August 2019	United Way of Snohomish County United Way EE for August 2019	08/15/2019		220.00
			Total for Check Number 60798:	0.00	220.00
60799	USBANK July 2019	US Bank NA - Custody Investment Custody Charges 07/01 - 07/31	08/15/2019		26.00
			Total for Check Number 60799:	0.00	26.00
60800	UULC 9070191 9070191A	Utilities Underground Location Center On-Call Location Service 149 Locates On-Call Location Service 149 Locates	08/15/2019		96.11 96.10
			Total for Check Number 60800:	0.00	192.21
60801	VERIZON 9834475519 9834610027	Verizon Wireless Access & Usage Chgs - City Cell Phones 06/21 - Access & Usage Chgs - Public Safety 06/23 - 07	08/15/2019		1,854.21 537.74
			Total for Check Number 60801:	0.00	2,391.95
60802	WAPRO WAPRO Fall	WAPRO WAPRO Fall Conf - PRA Train - G Pfister 10/10	08/15/2019		175.00
			Total for Check Number 60802:	0.00	175.00
60803	WAALARM 467862 467862A 467862B 467862C 467862D 467862E	Washington Alarm 3rd Qtr Monitoring Chgs - CHS 3rd Qtr Monitoring Chgs - Cook House 3rd Qtr Monitoring Chgs - CHN 3rd Qtr Monitoring Chgs - PD Storage 3rd Qtr Monitoring Chgs - MCSP 3rd Qtr Monitoring Chgs - Cook House PD	08/15/2019		179.01 82.88 285.08 132.60 66.30 125.97
			Total for Check Number 60803:	0.00	871.84
60804	WASTPAT I20000692	Washington State Patrol Background Checks - July	08/15/2019		106.00
			Total for Check Number 60804:	0.00	106.00
60805	WHPACIFI IN73515W IN76304W	WHPacific, Inc Prof Svcs - Seattle Hill Rd Preservation 03/25 - ( Prof Svcs - Seattle Hill Rd Preservation 06/24 - (	08/15/2019		20,728.54 4,298.96
			Total for Check Number 60805:	0.00	25,027.50
60806	WCLLC July 2019	WIESE CONSULTING, LLC Prof Svcs - Grade F Pipe Repairs - July	08/15/2019		5,334.79
			Total for Check Number 60806:	0.00	5,334.79
60807	WINSUPP 032749 00 032895 00	Winsupply Company Electric Valve - Irrigation Repairs - CHS Supplies - Irrigation Repair - CHS	08/15/2019		104.88 50.75
			Total for Check Number 60807:	0.00	155.63
60808	ZAC&THON	Zachor & Thomas, Inc., P.S.	08/15/2019		



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	19-MCR0007	Monthly Prosecution Legal Retainer - July			9,500.00
			Total for Check Number 60808:	0.00	9,500.00
			Total for 8/15/2019:	0.00	486,747.43
60809	911SUPPL 74808 75484	911 Supply Inc Records Uniform - I Heath Patch Installation - G Elwin	08/30/2019		256.08 13.25
			Total for Check Number 60809:	0.00	269.33
60810	ADPLLC 540941790	ADP, LLC ADP Payroll Services 07/31 - Local Jurisdiction	08/30/2019		8.95
			Total for Check Number 60810:	0.00	8.95
60811	ALDWTR 00320003-01 01100176-01 01300169-01 01550006-01 02170002-01 02460002-01 02470001-01 03050003-01 03095000-01 03805002-01 03865000-01 04900159-01 05400166-01 05590004-02 05600177-03 05700181-01 05702001-01 05705005-01 06900173-02 07850004-01 07855001-01 07895001-01 07900155-01 08000152-01 08300050-01 08800024-01 08900020-01 09000017-01 09080000-01 09100016-01 13233000-01 25703000-01 26070000-01 26467000-01 26468000-01 33254000-01 34493000-01	Alderwood Water District Seattle Hill Rd I/R 05/21 - 07/24 Median 4 & 5 I/R 05/21 - 07/23 1901 Mill Fern Dr SE I/R Median 05/22 - 07/23 16011 28th Dr SE I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 155 Village Grn Dr I/R 05/22 - 07/24 155 Village Grn Dr/Heron Pk 05/22 - 07/24 15933 29th Dr SE I/R 05/21 - 07/24 16220 27th Dr SE I/R 05/21 - 07/24 16217 27th Dr SE I/R 05/21 - 07/24 16205 25th Dr SE I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 Median Number 6 I/R 05/21 - 07/23 15720 Mill Creek Blvd D/C 05/22 - 07/23 15720 Main Street 05/22 - 07/23 15728 Main Street I/R 05/22 - 07/23 15728 Main Street D/C 05/22 - 07/23 15728 Main Street 05/22 - 07/23 1300 156th Pl SE I/R 05/22 - 07/23 16101 Highland Blvd/Restr 05/21 - 07/24 16101 28th Dr SE I/R 05/21 - 07/24 16021 28th Dr SE I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 3310 157th Pl SE I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/24 Seattle Hill Rd I/R 05/21 - 07/23 14600 Mill Creek Blvd I/R 05/22 - 07/23 Seattle Hill Rd I/R 05/21 - 07/23 15200 Mill Creek Blvd I/R 05/22 - 07/23 14725 32nd Dr SE 05/22 - 07/24 15803 32nd Ave SE 05/21 - 07/24 1900 164th St SE I/R 05/21 - 07/24 1900 164th St SE 05/21 - 07/24 14725 32nd Dr SE 05/22 - 07/24 15720 Main St I/R 05/22 - 07/23	08/30/2019		76.28 93.85 268.91 96.36 71.26 956.02 284.20 113.93 71.26 71.26 84.18 71.26 137.14 14.90 534.12 626.62 14.90 423.95 87.22 193.22 1,204.90 81.30 71.26 71.26 1,803.79 71.26 71.26 71.26 81.14 71.26 31.72 548.41 193.22 71.26 228.25 193.22 218.92
			Total for Check Number 60811:	0.00	9,374.53
60812	AMAZON	Amazon Capital Services	08/30/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	16VT-V1Q4-4RWH	Nutramax Dasuquin Soft Chews - Bagira			81.76
	1CWJ-49YP-6TRX	Supplies - Preschool Pals			50.93
	1YNJ-31JD-6XCF	Supplies - Preschool Pals			83.97
			Total for Check Number 60812:	0.00	216.66
60813	AMERDIST 1010862	American Distributing Co Propane Tank Decal - CHS	08/30/2019		16.52
			Total for Check Number 60813:	0.00	16.52
60814	APPDANST 7130	Applause Studio Inc Theatre Production Camp 08/12 - 08/15 #7130	08/30/2019		1,144.00
			Total for Check Number 60814:	0.00	1,144.00
60815	AWARDS 17933 17977	Awards Service Inc. Plaques For PD Awards - I Durkee Plaques For PD Awards - I Durkee	08/30/2019		71.00 71.00
			Total for Check Number 60815:	0.00	142.00
60816	BANKCARE 1 10 11 11A 12 13 14 15 16 17 17A 18 2 3 4 5 5A 5B 5C 6 7 8 9	Bank of America 2 Bags Ice - Mill Creek Festival 07/13 K9 Law Enforcement Training - N Lerma 4 - Tourniquet, Combat Application 4 - Tourniquet, Combat Application 2019 WRPA Fall Summit - J Sandstrom Airfare -K9 Law Enforcement Training- I Durke 10 - Sure-Grip For Alco-Sensor FST 4 - Reinventing Organizations Books - Staff Dev My Building Permit.com Monthly Fee 10 - Leg Restraints 10 - Leg Restraints Ribbons for Balloons & Small Flags Facebook Advertising - MC Farmer's Market 07/ 2 Bags Ice - Mill Creek Festival 07/14 2 - 2 Liter Bubble Solution - Party In The Park S 1 - 500 Count Compostable Plates 1 - 150 Pack Round Disposable Bowls 1 - 100 Pack Lanyards Business Card Lanyards I 1 - 3 -Pack Non-Stick Scissors Facebook "Boost" Fee Medical Kit Supplies For Go Bags Assigned to C Wiper Fluid & Antifreeze - Patrol CESCL Cert Training - I Trejo 08/29 - 08/30	08/30/2019		5.98 350.00 132.56 -12.60 205.00 262.09 67.24 88.16 59.95 227.57 -21.62 296.88 5.46 5.98 11.02 42.05 19.88 18.66 14.83 20.00 692.57 20.96 300.00
			Total for Check Number 60816:	0.00	2,812.62
60817	BANKCR16 1 1A 2	Bank of America Annual Dues & Quarterly Facility Fee - MC Rot MC Rotary Meeting - T Rogers 07/24 MC Rotary Meeting - T Rogers 07/31	08/30/2019		300.00 17.00 17.00
			Total for Check Number 60817:	0.00	334.00
60818	BENEAD 1908514	Benefit Administration Co, LLC Section 125 Flexible Benefits Plan - Aug.	08/30/2019		157.50
			Total for Check Number 60818:	0.00	157.50
60819	BANKCR20	Business Card	08/30/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
1		Adjustable Pair UTV Side Mirror Set - Polaris			24.30
10		Landscape Flowers - CHS			53.70
11		Drinking Water - Hot Weather Heat Safety - PW			8.80
12		6 - Street Light Fuse Connector			261.42
13		Plumbing Fittings - Sink Repair - CHN			12.66
14		Plumbing Supplies - Sink/Dishwasher Repair - C			39.57
15		New Trash & Recycling Cans - CHS			782.34
15A		New Trash & Recycling Cans - CHS			-74.34
16		Kitchen Cabinet Repair Supplies - CHN			20.27
17		Plumbing Supplies, Supply Lines - CHN			14.81
18		Lysol Wipes, Drill Bits, Grommets, Weatherseal,			98.20
2		2- .94"x5.36" Timbertech Decking-Bocce Court			123.29
3		Circular Saw - Brushless			110.39
4		2 - 18V Battery - Bocce Court Repair - Buffalo F			132.46
5		Pruner Attachment			219.55
6		High Cap SPFD H Display			29.64
7		3 - Heavy Duty Brooms, Bulbs			86.55
8		Landscape Flowers - CHS			40.75
9		Bolts - Library			2.78
					<hr/>
				Total for Check Number 60819:	0.00 1,987.14
60820	BANKCR25	Business Card	08/30/2019		
1		Online Publication - MC Connection Magazine			29.00
1A		Intl. Trans Fee - Online Publication - MC Conne			0.87
2		Constant Contact - Monday Minute			104.98
					<hr/>
				Total for Check Number 60820:	0.00 134.85
60821	BANKCR26	Business Card	08/30/2019		
1		SCC/SCT Joint Meeting - B. Stowe 03/21			15.00
1A		July Membership Meeting - Sno. County Cities -			45.00
2		24 Pads/Pack - Post-it Notes			8.83
3		Registration- 2019 WMCA Fall Mini Conf. - G I			250.00
					<hr/>
				Total for Check Number 60821:	0.00 318.83
60822	BANKCR27	Business Card	08/30/2019		
1		Good To Go Pass			83.00
2		Parking 07/25- Mtg Sno Co-S Eastman			7.00
					<hr/>
				Total for Check Number 60822:	0.00 90.00
60823	BUYS	Buy Shade	08/30/2019		
95255		EZ-Up Custom Tent, Frame, Roller Bag & 4 We:			2,859.74
95255A		EZ-Up Custom Tent, Frame, Roller Bag & 4 We:			-271.74
					<hr/>
				Total for Check Number 60823:	0.00 2,588.00
60824	CAMPNEL	Campbell/Nelson	08/30/2019		
240687		Maint Service, Wiper Arm Blade Assembly - Sta			178.66
240715		Battery Plate Recall/Replace, Wiper Arm Blade			82.75
					<hr/>
				Total for Check Number 60824:	0.00 261.41
60825	Canopy	Canopy World, Inc.	08/30/2019		
028763		Truck Canopy - 100 RCC Leer & Decker Truck			5,469.22
					<hr/>
				Total for Check Number 60825:	0.00 5,469.22
60826	CDW	CDW Government	08/30/2019		
TMP1539		Antivirus Renewal			183.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60826:	0.00	183.21
60827	CENTRAL LY 278005 LY 278005A	Central Welding Supply Helium Tank Refill - Community Events Helium Tank Refill - Community Events	08/30/2019		147.87 147.86
			Total for Check Number 60827:	0.00	295.73
60828	CINTAS 4028151335 4028151335A	Cintas Corporation Loc. #460 Floor Mat Service 08/16 Floor Mat Service 08/16	08/30/2019		51.59 112.83
			Total for Check Number 60828:	0.00	164.42
60829	CITYEVE 119002706	City of Everett Animals Brought to Shelter - July 2019	08/30/2019		1,755.00
			Total for Check Number 60829:	0.00	1,755.00
60830	CODPUBCO 64375	Code Publishing Company Standard Web Hosting/Document Hosting: Polic	08/30/2019		580.00
			Total for Check Number 60830:	0.00	580.00
60831	COMCAST 849831021045701	Comcast High Speed Internet Fee 08/18 - 09/17	08/30/2019		191.42
			Total for Check Number 60831:	0.00	191.42
60832	COPIETC AR42997	Copiers Etcetera, Inc. Repairs & Maint - Copy Machines	08/30/2019		1,154.73
			Total for Check Number 60832:	0.00	1,154.73
60833	MOVOMOZ 7106 7108 7110 7325	Cornell & Cornell Move Over Mozart Piano Classes: 3.5-4 Yrs 06/ Move Over Mozart Piano @ 4:30PM - 5-6 Yrs 0 Move Over Mozart Piano @ 4:30PM - 7-12 Yrs Move Over Mozart Piano @ 5:30PM - 5-6 Yrs 0	08/30/2019		531.30 392.00 462.00 369.60
			Total for Check Number 60833:	0.00	1,754.90
60834	DVNPTGRP 103559	Davenport Group, Inc Dell Latitude 5420 Rugged - PD Fleet	08/30/2019		3,270.80
			Total for Check Number 60834:	0.00	3,270.80
60835	DAYWIRE 494018	Day Wireless Systems (03) XTL Radio Microphone - 2019 Tahoe Car #48	08/30/2019		96.05
			Total for Check Number 60835:	0.00	96.05
60836	DSHSGARN Case #1916690	Dept of Soc & Health Svcs Child Support - Case #1916690 B Kittleson	08/30/2019		514.00
			Total for Check Number 60836:	0.00	514.00
60837	EPICFORD 17939P	Epic Ford Outside Door Moulding Car #39	08/30/2019		136.70
			Total for Check Number 60837:	0.00	136.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
60838	ADLFSASC 148104	ESA Prof Svc - The Farm 06/01 - 07/31	08/30/2019		1,361.25
			Total for Check Number 60838:	0.00	1,361.25
60839	FCICUSPV 16574	FCI Custom Police Vehicles Replacement AMP/Strobe Tube Car #41	08/30/2019		294.03
			Total for Check Number 60839:	0.00	294.03
60840	GTENORTH 425 316-0326 425-745-6974	Frontier Alarm System Line Chgs-Cook House 07/16-08/ CC Line, Fax, Prop Rm 06/19-07/18	08/30/2019		65.05 169.70
			Total for Check Number 60840:	0.00	234.75
60841	INTOXMET 635208	Intoximeters Inc 3 Alco - Sensors FST	08/30/2019		1,484.02
			Total for Check Number 60841:	0.00	1,484.02
60842	KPFFCON 280387-7	KPFF Consulting Engineers Prof Svcs - Exploration Park Through 07/31	08/30/2019		10,710.52
			Total for Check Number 60842:	0.00	10,710.52
60843	KUKERR INV-054015	Kuker-Ranken, Inc. 1 Cs Glo Red Paint/1 Cs White Sidewalk Markir	08/30/2019		76.07
			Total for Check Number 60843:	0.00	76.07
60844	LANEP 3800623	Lanepowell Prof Legal Svcs - Employment - July	08/30/2019		31,918.36
			Total for Check Number 60844:	0.00	31,918.36
60845	LESSCHW 39500455584	Les Schwab 1 Tire - PW2	08/30/2019		256.24
			Total for Check Number 60845:	0.00	256.24
60846	LEWISN Reimb Lewis	Nick Lewis Refreshments - Map Your Neighborhood Event -	08/30/2019		35.20
			Total for Check Number 60846:	0.00	35.20
60847	LIONS B2019-0289 B2019-0289A B2019-0289B B2019-0289C	Lionsbrood Enterprises Duplicate Permits Issued - Contractor & Sub Co Duplicate Permits Issued - Contractor & Sub Co Duplicate Permits Issued - Contractor & Sub Co Duplicate Permits Issued - Contractor & Sub Co	08/30/2019		633.65 346.87 6.50 29.42
			Total for Check Number 60847:	0.00	1,016.44
60848	LynnMoto 320749	Lynnwood Motoplex LOF/Gasket Rings - 2017 BMW Motorcycle	08/30/2019		412.45
			Total for Check Number 60848:	0.00	412.45
60849	KIDZLOVS 7153 7154 7155	North American Youth Activities, LLC KLS Soccer: Mommy & Me Tue 9:30AM 07/09 KLS Soccer: Mommy & Me Sat 8:30AM 07/13 KLS Soccer: Mommy & Me Sat 9:05AM 07/13	08/30/2019		351.00 511.00 1,120.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	7159	KLS Soccer: Tot-Soccer Tues. 10:10AM 07/09 -			840.00
	7160	KLS Soccer: Tot-Soccer Tues 3:40PM 07/09 - 08/			280.00
	7161	KLS Soccer: Tot-Soccer Sat 9:40AM 07/13 - 08/			784.00
	7165	KLS Soccer: Pre-Soccer Tues 10:45AM 07/09 -			840.00
	7166	KLS Soccer: Pre-Soccer Tues 4:15PM 07/09 - 08/			936.00
	7167	KLS Soccer: Pre-Soccer Sat 10:15AM 07/13 - 08/			840.00
	7170	KLS Soccer: 1 Tues 11:25AM 07/13 - 08/24 #71			672.00
	7171	KLS Soccer: 1 Tue 4:55PM 07/09 - 08/20 #7171			768.00
	7172	KLS Soccer: 1 Sat 10:55AM 07/13 - 08/24 #717			672.00
	7175	KLS Soccer: Soccer 2 Tues 5:45PM 07/09 - 08/2			1,384.00
	7176	KLS Soccer: Soccer 2 Sat 11:45AM 07/13 - 08/2			672.00
			Total for Check Number 60849:	0.00	10,670.00
60850	OMWATT 82365	Ogden Murphy Wallace Attorneys Prof Legal Services - Franchises - July	08/30/2019		103.50
			Total for Check Number 60850:	0.00	103.50
60851	Otak 000081900220 000081900220A	Otak, Inc., Prof Services - MC Blvd Subarea Corridor Plan Prof Services - MC Blvd Subarea Corridor Plan	08/30/2019		11,649.92 4,992.83
			Total for Check Number 60851:	0.00	16,642.75
60852	PAKOR 8037502	Pakor Inc 2 Cases - Passport Film	08/30/2019		623.62
			Total for Check Number 60852:	0.00	623.62
60853	PAWS July 2019	PAWS Animals Brought to Shelter - July	08/30/2019		561.00
			Total for Check Number 60853:	0.00	561.00
60854	ELLITIRE 064462009125	PepBoys-Remittance Dept 4 Tires, Wheel Alignment/Balance Car #43	08/30/2019		853.59
			Total for Check Number 60854:	0.00	853.59
60855	PERTEET 20160281.019-2	Pertee Inc Prof Services - Kassiep Short Plat 12/03/18 - 07/	08/30/2019		922.50
			Total for Check Number 60855:	0.00	922.50
60856	PHILPUB 30520 30520A	Philips Publishing Mill Creek City Connection - Fall 2019 Ad Revenue - Mill Creek City Connection - Fall	08/30/2019		15,311.15 -7,180.00
			Total for Check Number 60856:	0.00	8,131.15
60857	PLAYWELL 7082	Play-Well TEKologies Play-Well TEKology: Harry Potter (PM) 08/12-	08/30/2019		2,534.00
			Total for Check Number 60857:	0.00	2,534.00
60858	POWERDMC 28810	PowerDMS Sales Tax - Annual Sub. Fee - WASPC Accredita	08/30/2019		342.67
			Total for Check Number 60858:	0.00	342.67
60859	SNOCPUD	PUD No. 1 of Snohomish County	08/30/2019		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	105171583	2720 Seattle Hill Rd 07/10 - 08/08			16.20
	108479276	2725 Seattle Hill Rd 07/10 - 08/08			16.20
	121710694	Street Lights - 189 Lights - 200W 07/01 - 07/31			1,736.91
	128322206	13903 N Creek Dr 07/18 - 08/15			415.72
	131619423	15601 22nd Ct SE 06/27 - 07/30			20.63
	131619967	Street Lights - 21 Lights - 400W 07/01 - 07/31			312.90
	131620249	Street Light - 1 Light - 240W 07/01 - 07/31			7.94
	134926770	16110 1/2 29th Dr SE 06/27 - 07/25			15.66
	138138204	Street Lights - 1 Light - 160W 07/01 - 07/31			5.18
	138144389	1900 164th St SE 07/10 - 08/08			25.74
	141452391	15803 32nd Ave SE 07/10 - 08/08			21.95
	141455921	928 Dumas Rd 07/18 - 08/15			88.65
	144788067	Street Lights - 8 Lights - 200W 07/01 - 07/31			47.68
	144788068	Street Lights - 38 Lights - 250W 07/01 - 07/31			285.38
	144788069	Street Lights - 39 Lights - 400W 07/01 - 07/31			441.48
	144794368	14810 35th Ave SE 07/10 - 08/08			52.96
	144797844	13628 N Creek Dr 07/18 - 08/19			28.33
	144798187	13510 N Creek Dr 07/18 - 08/15			40.02
	148072639	Street Lights - 49 Lights - 20W 07/01 - 07/31			17.15
	148081377	15720 Main St Unit B 07/17 - 08/15			336.54
	151376043	Street Lights - 91 Lights - 250W 07/01 - 07/31			985.53
	151376044	Street Lights - 841 Lights - 100W 07/01 - 07/31			6,021.56
	161003953	Street Lights - 6 Lights - 150W 07/01 - 07/31			28.98
	161009742	2024 Seattle Hill Rd 07/11 - 08/08			36.31
	164222285	Street Lights - 17 Lights - 100W 07/01 - 07/31			52.87
			Total for Check Number 60859:	0.00	11,058.47
60860	PSRC 2020049	Puget Sound Regional Council Annual Membership - FY2020 - Non Dept	08/30/2019		7,787.00
			Total for Check Number 60860:	0.00	7,787.00
60861	RDAYARTS 7115	Rainy Day Art Studio LLC Art and Nature Camp 08/19 - 08/22 #7115	08/30/2019		2,534.00
			Total for Check Number 60861:	0.00	2,534.00
60862	RCN Inc 1	Road Construction Northwest, Inc. Grade F Pipe Repairs - Through 07/26	08/30/2019		72,904.22
			Total for Check Number 60862:	0.00	72,904.22
60863	SHREDIT 8127917998	Shred-It USA Inc Shredding Service Fee	08/30/2019		94.35
			Total for Check Number 60863:	0.00	94.35
60864	SNOCOC 2019-5368	Snohomish County Corrections Jail Services Fees - June	08/30/2019		11,072.09
			Total for Check Number 60864:	0.00	11,072.09
60865	SNOCOSH1 2019-5388	Snohomish County Treasurer Inmate Medical Billing - June	08/30/2019		3,031.47
			Total for Check Number 60865:	0.00	3,031.47
60866	SNDPUBIN EDH870408	Sound Publishing Inc Publication of Phillip Kitzes, Taylor Dev. PRD F	08/30/2019		68.78



# AGENDA ITEM #F.

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60866:	0.00	68.78
60867	SDISTCRT 1000509681 1000509681A	South District Court Filing Fees SD Court - July Interpreter Costs - July	08/30/2019		5,486.64 262.39
			Total for Check Number 60867:	0.00	5,749.03
60868	STAPLEAD 1624975581 1624975581a 1624975581b 303893	Staples Advantage Copy Paper - Central Supplies Colored File Folders-Exec Large Envelopes - PD Records Copy Paper - Central Supplies	08/30/2019		566.77 24.85 39.55 688.75
			Total for Check Number 60868:	0.00	1,319.92
60869	BARWICKS Reimb Barwick	Steve Barwick Lodging, Rent. Car, Airfare-CM Candidate - S B	08/30/2019		1,431.13
			Total for Check Number 60869:	0.00	1,431.13
60870	CERMPLOC 7125	The Ceramic Place LLC Ceramics Kids Workshops - 2 Day Class 08/20 -	08/30/2019		192.00
			Total for Check Number 60870:	0.00	192.00
60871	ULINE 111192994	Uline 8 - Entry Mat Replacements - CHS	08/30/2019		994.32
			Total for Check Number 60871:	0.00	994.32
60872	UNIQUE 2899	Uniquely NW Publications Mill Creek Festival - Half Page Ad	08/30/2019		777.00
			Total for Check Number 60872:	0.00	777.00
60873	USIC 340963 340963A	USIC Locating Services, LLC 109 NC Locates/79 Ticket Locates 109 NC Locates/79 Ticket Locates	08/30/2019		1,911.01 1,911.01
			Total for Check Number 60873:	0.00	3,822.02
60874	VANHOLLT 7137	Tenille Van Hollebeke Cupcake Class: Watermelon Cake 08/17 #7137	08/30/2019		105.00
			Total for Check Number 60874:	0.00	105.00
60875	VERIZON 9836467337 9836602394	Verizon Wireless Access & Usage Chgs - City Cell Phones 07/21-4 Access & Usage Chgs - Public Safety 07/23-08/2	08/30/2019		1,594.50 554.27
			Total for Check Number 60875:	0.00	2,148.77
60876	WWGRAIN 9251971140 9256025199	W.W. Grainger, Inc. 2 Tubs - GoJo Hand Cleaning Towels 4 - Eye Wash Bottles - Safety Supplies	08/30/2019		73.62 54.50
			Total for Check Number 60876:	0.00	128.12
60877	WAENERGY B2019-0375	Washington Energy Services Co LLC Refund Requested By Cont./Customer Cancelled	08/30/2019		36.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 60877:	0.00	36.80
60878	WASTPAT 119008158 119008158A 119008158B	Washington State Patrol Background Checks - May Background Checks - May Background Checks - May	08/30/2019		119.25 40.00 20.00
			Total for Check Number 60878:	0.00	179.25
60879	WEBQAINC 1357-190731	WebQA Inc CRM/311 & Public Records Renewal	08/30/2019		15,245.19
			Total for Check Number 60879:	0.00	15,245.19
60880	ZAC&THOM 19-MCR0008	Zachor & Thomas, Inc., P.S. Monthly Prosecution Legal Retainer - Aug	08/30/2019		9,500.00
			Total for Check Number 60880:	0.00	9,500.00
			Total for 8/30/2019:	0.00	274,785.56
			Report Total (233 checks):	0.00	865,036.50



Date: September 10, 2019

Payroll Check Batches		
Dated	Check Numbers	Amount
07/25/2019	ACH Automatic Deposit Checks	\$160,786.94
07/25/2019	ACH Wire- FWT & Medicare Taxes	\$28,633.45
07/25/2019	ACH Wire MEBT – Wilmington Trust	\$29,711.82
07/25/2019	ACH Wire – BAC – Flex Savings Acct	\$1,422.40
07/25/2019	ACH Wire – BAC – Health Savings Acct	\$162.49
07/25/2019	ACH Wire – ICMA RC – Def. Comp	\$1,694.19
<b>Total</b>		<b>\$222,411.29</b>

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$222,411.29.

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

\_\_\_\_\_

\_\_\_\_\_ *Xana DeFord* \_\_\_\_\_  
 Councilmember Finance Director

\_\_\_\_\_ \_\_\_\_\_  
 Councilmember City Manager

G:\FINANCE\Restricted (old I drive)\Payroll\Voucher Coversheets\2019\Payroll Voucher Approval 07.25.19.docx  
 9/4/2019

Statistical Summary

**Statistical Summary**

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West      Status:Cycle Complete  
 Week#:30      Pay Date:07/25/2019      P/E Date:07/15/2019  
 Qtr/Year:3/2019      Run Time/Date:15:00:21 PM EDT 07/23/2019

<b>Taxes Debited</b>	Federal Income Tax	21,450.20		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,292.53		
	Medicare - ER	3,292.52		
	Medicare Adj - EE	0.00		
	Medicare Surtax - EE	0.00		
	Medicare Surtax Adj - EE	0.00		
	COBRA Premium Assistance Payments	0.00		
	Federal Unemployment Tax	0.00		
	State Income Tax	0.00		
	Non Resident State Income Tax	0.00		
	State Unemployment Insurance - EE	0.00		
	State Unemployment Insurance Adj - EE	0.00		
	State Disability Insurance - EE	0.00		
	State Disability Insurance Adj - EE	0.00		
	State Unemployment/Disability Ins - ER	0.00		
	State Family Leave Insurance - EE	199.38		
	State Family Leave Insurance - ER	0.00		
	State Medical Leave Insurance - EE	179.45		
	State Medical Leave Insurance - ER	219.37		
	Transit Tax - EE	0.00		
	Workers' Benefit Fund Assessment - EE	0.00		
	Workers' Benefit Fund Assessment - ER	0.00		
	Local Income Tax	0.00		
School District Tax	0.00			
	<b>Total Taxes Debited</b>	<b>28,633.45</b>		
<b>Other Transfers</b>	Full Service Direct Deposit Acct	160,786.94		
	<b>Total Amount Debited From Your Account</b>		<b>189,420.39</b>	<b>Total Liability 189,420.39</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00		<b>189,420.39</b>
	Adjustments/Prepay/Voids	0.00		<b>189,420.39</b>
<b>Taxes- Your Responsibility</b>	None this payroll			<b>189,420.39</b>

**Payment Details Report**

**Company:** City of Mill Creek  
**Requester:** Leo, Lota  
**Run Date:** 08/08/2019 4:52:50 PM CDT



**Domestic High Value (Wire)**

**Payment Category:** Urgent/Wire

**Status:** Confirmed By Bank  
**Transaction Number:** 197UJ24293E10L30

**Template Name:** MATRIX/MEBT  
**Template Code:** WILTRUST

**Debit Account Information**

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

**Beneficiary Details**

**Beneficiary Name:** MATRIX TRUST COMPANY  
**Beneficiary Address:** NA  
**Beneficiary City:** NA  
**Beneficiary Postal Code:** NA  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:**  
**Beneficiary Bank ID:** JPMORGAN CHASE BANK, NA  
1111 POLARIS PKWY  
COLUMBUS  
US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 29,711.82

**Value Date:** 07/31/2019

**Optional Information**

**Sender's Reference Number:** CITY MILL CREEK

**Beneficiary Information:** City of Mill Creek n3177e

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lolleo  
**Approved:** [Signature]  
**Initial Confirmatio:** ...  
**Confirmation:** ..

**Input Time:** 07/30/2019 7:24:37 PM CDT  
**Time:** 07/31/2019 4:06:37 PM CDT

RptBatchSumViewForm

Page 1 of 1

**ACH Cash Pro Online**  
**City of Mill Creek**

**Report Date: 08/08/2019**  
**Report Time: 04:51:07 PM**

**Batch Summary Report by ID Number**

**Company Name: City of Mill 01**                      **Effective Date: 07/31/2019**  
**ACH ID:**    **Batch Sequence: 1**  
**Application Name: CCD Payments and Collections**      **Database Name: BAC**  
**Batch Status: Submitted**                                      **Created By: LOTLEO**  
**Released By: SGOBRAIEL**

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$1,422.40	C			C	

Total Amount in Batch                      Total Count in Batch

Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

Grand Total Amount                      Grand Total Count

Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

RptBatchSumViewForm

Page 1 of 1

**ACH Cash Pro Online**  
**City of Mill Creek**

**Report Date: 08/08/2019**  
**Report Time: 04:50:37 PM**

**Batch Summary Report by ID Number**

<b>Company Name:</b>	<b>City of Mill 01</b>	<b>Effective Date:</b>	<b>07/31/2019</b>
<b>ACH ID:</b>		<b>Batch Sequence:</b>	<b>2</b>
<b>Application Name:</b>	<b>CCD Payments and Collections</b>	<b>Database Name:</b>	<b>BAC</b>
<b>Batch Status:</b>	<b>Submitted</b>	<b>Created By:</b>	<b>LOTLEO</b>
<b>Released By:</b>	<b>SGOBRAIEL</b>		

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$162.49	C			C	

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$162.49	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$162.49	1
Prenotes	\$0.00	0



**Payment Details Report**

**Company:** City of Mill Creek  
**Requester:** Leo, Lota  
**Run Date:** 08/08/2019 4:55:03 PM CDT



**Domestic High Value (Wire)**

**Payment Category:** Urgent/Wire

**Status:** Confirmed Rv Bank  
**Transaction Number:**

**Template Name:** ICMA 457 Plan  
**Template Code:** ICMA

**Debit Account Information**

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

**Beneficiary Details**

**Beneficiary Name:** ICMA RC  
**Beneficiary Address:** P.O. Box 64553  
**Beneficiary City:** Baltimore  
**Beneficiary Postal Code:** 21264-4553  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:**  
**Beneficiary Bank ID:** MANUFACTURERS AND TRADERS TR C  
ONE M AND T PLAZA, 15TH FL  
BUFFALO  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 1,694.19

**Value Date:** 07/31/2019

**Optional Information**

**Sender's Reference Number:** 302029

**Beneficiary Information:** City of Mill Creek 302029

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lotleo  
**Approved:** sgobraiel  
**Initial Confirmation**  
**Confirmation #:**

**Input Time:** 07/30/2019 7:23:05 PM CDT  
**Time:** 07/31/2019 4:06:37 PM CDT



Date: September 10, 2019

Payroll Check Batches		
Dated	Check Numbers	Amount
08/09/2019	ACH Wire-Assoc. of WA Cities	\$90,037.11
08/09/2019	ACH Automatic Deposit Checks	\$178,048.23
08/09/2019	ACH Wire- FWT & Medicare Taxes	\$36,444.41
08/09/2019	ACH Wire MEBT – Wilmington Trust	\$26,527.62
08/09/2019	ACH Wire – BAC – Flex Savings Acct	\$1,422.40
08/09/2019	ACH Wire – BAC – Health Savings Acct	\$162.49
08/09/2019	ACH Wire – ICMA RC – Def. Comp	\$1,694.19
<b>Total</b>		<b>\$334,336.45</b>

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$334,336.45.

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

\_\_\_\_\_

\_\_\_\_\_ *Maureen Durbin* \_\_\_\_\_  
 Councilmember Finance Director

\_\_\_\_\_ \_\_\_\_\_  
 Councilmember City Manager

G:\FINANCE\Restricted (old I drive)\Payroll\Voucher Coversheets\2019\Payroll Voucher Approval 08.09.2019.docx  
9/4/2019

**ASSOCIATION OF WASHINGTON CITIES**

**MILL CREEK, CITY OF**

**ACCOUNT SUMMARY** - contains all changes to this account as of 08/06/2019 02:17:55 PM

**FUND: 100**

**ACCOUNT NUMBER: 186 L**

BILL MONTH:	08/2019
COVERAGE MONTH:	08/2019
PAYMENT DUE BY:	<b>08/10/2019</b>
CURRENT BILLING AMOUNT:	\$90,037.11
PRIOR OVERAGE OR SHORTAGE:	\$0.00
ADJUSTMENTS:	\$0.00
<b>TOTAL AMOUNT DUE:</b>	<b>\$90,037.11</b>

100 186 L 082019 0

Fund	Account Number	Bill Month	Amount Paid
100	186 L	08/2019	\$ <u>90,037.11</u>

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

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

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

Statistical Summary

**Statistical Summary**

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West Status:Cycle Complete  
 Week#:32 Pay Date:08/09/2019 P/E Date:07/31/2019  
 Qtr/Year:3/2019 Run Time/Date:20:36:54 PM EDT 08/07/2019

<b>Taxes Debited</b>	Federal Income Tax	28,417.12		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,673.38		
	Medicare - ER	3,673.32		
	Medicare Adj - EE	0.00		
	Medicare Surtax - EE	0.00		
	Medicare Surtax Adj - EE	0.00		
	COBRA Premium Assistance Payments	0.00		
	Federal Unemployment Tax	0.00		
	State Income Tax	0.00		
	Non Resident State Income Tax	0.00		
	State Unemployment Insurance - EE	0.00		
	State Unemployment Insurance Adj - EE	0.00		
	State Disability Insurance - EE	0.00		
	State Disability Insurance Adj - EE	0.00		
	State Unemployment/Disability Ins - ER	0.00		
	State Family Leave Insurance - EE	226.76		
	State Family Leave Insurance - ER	0.00		
	State Medical Leave Insurance - EE	204.17		
	State Medical Leave Insurance - ER	249.66		
	Transit Tax - EE	0.00		
	Workers' Benefit Fund Assessment - EE	0.00		
	Workers' Benefit Fund Assessment - ER	0.00		
	Local Income Tax	0.00		
School District Tax	0.00			
	<b>Total Taxes Debited</b>	<b>36,444.41</b>		
<b>Other Transfers</b>	Full Service Direct Deposit Acct. N	178,048.23		
	<b>Total Amount Debited From Your Account</b>		<b>214,492.64</b>	<b>Total Liability 214,492.64</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00		<b>214,492.64</b>
	Adjustments/Prepay/Voids	0.00		<b>214,492.64</b>
<b>Taxes- Your Responsibility</b>	None this payroll			<b>214,492.64</b>

**Outgoing Payments Report**

**Company:** City of Mill Creek  
**Requester:** Leo, Lota  
**Run Date:** 08/13/2019 7:04:08 PM CDT



**Domestic High Value (Wire)**

**Payment Category:** Urgent/Wire

**Status:** Confirmed By Bank  
**Transaction Number:**

**Template Name:** MATRIX/MEBT  
**Template Code:** WILTRUST

**Debit Account Information**

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

**Beneficiary Details**

**Beneficiary Name:** MATRIX TRUST COMPANY  
**Beneficiary Address:** NA  
**Beneficiary City:** NA  
**Beneficiary Postal Code:** NA  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** !  
**Beneficiary Bank ID:**  
JPMORGAN CHASE BANK, NA  
1111 POLARIS PKWY  
COLUMBUS  
US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 26,527.62

**Value Date:** 08/13/2019

**Optional Information**

**Sender's Reference Number:** CITY MILL CREEK

**Beneficiary Information:** City of Mill Creek n3177e

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lotleo  
**Approved:** -----  
**Initial Confirmation:** .....  
**Confirmation**

**Input Time:** 08/13/2019 2:38:06 PM CDT  
**Time:** 08/13/2019 3:14:44 PM CDT

**ACH Cash Pro Online**  
**City of Mill Creek**

**Report Date: 08/16/2019**  
**Report Time: 05:45:49 PM**

**Batch Summary Report by ID Number**

<b>Company Name:</b>	<b>City of Mill 01</b>	<b>Effective Date:</b>	<b>08/14/2019</b>
<b>ACH ID:</b>		<b>Batch Sequence:</b>	<b>2</b>
<b>Application Name:</b>	<b>CCD Payments and Collections</b>	<b>Database Name:</b>	<b>BAC</b>
<b>Batch Status:</b>	<b>Submitted</b>	<b>Created By:</b>	<b>LOTLEO</b>
<b>Released By:</b>	<b>SGOBRAIEL</b>		

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$1,422.40	C			C	0130829

	<u>Total Amount in Batch</u>	<u>Total Count in Batch</u>
Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

	<u>Grand Total Amount</u>	<u>Grand Total Count</u>
Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

ACH Cash Pro Online  
City of Mill Creek

Report Date: 08/16/2019  
Report Time: 05:45:15 PM

**Batch Summary Report by ID Number**

Company Name: City of Mill 01      Effective Date: 08/14/2019  
 ACH ID:      Batch Sequence: 1  
 Application Name: CCD Payments and Collections      Database Name: BAC  
 Batch Status: Submitted      Created By: LOTLEO  
 Released By: SGOBRAIEL

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$162.49	C			C	0130784

Total Amount in Batch

Total Count in Batch

Debits	\$0.00	0
Credits	\$162.49	1
Prenotes	\$0.00	0

Grand Total Amount

Grand Total Count

Debits	\$0.00	0
Credits	\$162.49	1
Prenotes	\$0.00	0

**Outgoing Payments Report**



**Company:** City of Mill Creek  
**Requester:** Gobraiel, Silvea  
**Run Date:** 08/15/2019 10:17:10 AM CDT

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

**Status:** Confirmed Bv Bank  
**Transaction Number:**

**Template Name:** ICMA 457 Plan  
**Template Code:** ICMA

**Debit Account Information**

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

**Beneficiary Details**

**Beneficiary Name:** ICMA RC  
**Beneficiary Address:** P.O. Box 64553  
**Beneficiary City:** Baltimore  
**Beneficiary Postal Code:** 21264-4553  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:**  
**Beneficiary Bank ID:** MANUFACTURERS AND TRADERS TR C  
ONE M AND T PLAZA, 15TH FL  
BUFFALO  
US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 1,694.19

**Value Date:** 08/13/2019

**Optional Information**

**Sender's Reference Number:** 302029

**Beneficiary Information:** City of Mill Creek 302029

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lolleo  
**Approved:** sgobraiel  
**Initial Confirmation:**  
**Confirmation #**

**Input Time:** 08/13/2019 2:38:40 PM CDT  
**Time:** 08/13/2019 3:14:44 PM CDT





Date: September 10,2019

Payroll Check Batches		
Dated	Check Numbers	Amount
08/23/2019	ACH Automatic Deposit Checks	\$157,692.96
08/23/2019	ACH Wire- FWT & Medicare Taxes	\$28,235.77
08/23/2019	ACH Wire MEBT – Wilmington Trust	\$28,973.56
08/23/2019	ACH Wire – BAC – Flex Savings Acct	\$1,422.40
08/23/2019	ACH Wire – ICMA RC – Def. Comp	\$1,606.11
<b>Total</b>		<b>\$217,930.80</b>

Voided Checks	
Numbers	Explanation

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of \$217,930.80.

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

\_\_\_\_\_

\_\_\_\_\_ *[Signature]* \_\_\_\_\_  
 Councilmember Finance Director

\_\_\_\_\_ \_\_\_\_\_  
 Councilmember City Manager

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 9/4/2019

Statistical Summary

**Statistical Summary**

Company:A0W - City Of Mill Creek Service Center:0076 Pacific North West      Status:Cycle Complete  
 Week#:34      Pay Date:08/23/2019      P/E Date:08/15/2019  
 Qtr/Year:3/2019      Run Time/Date:19:16:29 PM EDT 08/21/2019

<b>Taxes Debited</b>	Federal Income Tax	21,186.97		
	Earned Income Credit Advances	0.00		
	Social Security - EE	0.00		
	Social Security - ER	0.00		
	Social Security Adj - EE	0.00		
	Medicare - EE	3,236.05		
	Medicare - ER	3,236.12		
	Medicare Adj - EE	0.00		
	Medicare Surtax - EE	0.00		
	Medicare Surtax Adj - EE	0.00		
	COBRA Premium Assistance Payments	0.00		
	Federal Unemployment Tax	0.00		
	State Income Tax	0.00		
	Non Resident State Income Tax	0.00		
	State Unemployment Insurance - EE	0.00		
	State Unemployment Insurance Adj - EE	0.00		
	State Disability Insurance - EE	0.00		
	State Disability Insurance Adj - EE	0.00		
	State Unemployment/Disability Ins - ER	0.00		
	State Family Leave Insurance - EE	192.13		
	State Family Leave Insurance - ER	0.00		
	State Medical Leave Insurance - EE	172.98		
	State Medical Leave Insurance - ER	211.52		
	Transit Tax - EE	0.00		
	Workers' Benefit Fund Assessment - EE	0.00		
	Workers' Benefit Fund Assessment - ER	0.00		
	Local Income Tax	0.00		
School District Tax	0.00			
	<b>Total Taxes Debited</b>	<b>28,235.77</b>		
<b>Other Transfers</b>	Full Service Direct Deposit Acct.	157,692.96		
	<b>Total Amount Debited From Your Account</b>		<b>185,928.73</b>	<b>Total Liability 185,928.73</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00		<b>185,928.73</b>
	Adjustments/Prepay/Voids	0.00		<b>185,928.73</b>
<b>Taxes- Your Responsibility</b>	None this payroll			<b>185,928.73</b>

**Outgoing Payments Report**



**Company:** City of Mill Creek  
**Requester:** Gobraiel, Silvea  
**Run Date:** 08/28/2019 10:40:25 AM CDT

**Domestic High Value (Wire)**

**Payment Category:** Urgent/Wire

**Status:** Confirmed By Bank  
**Transaction Number:** 198QJ2406AIX1R28

**Template Name:** MATRIX/MEBT  
**Template Code:** WILTRUST

**Debit Account Information**

**Debit Bank:** \*  
**Debit Account:** (\*  
**Debit Account Name:** Treas Checking  
**Debit Currency:** USD

**Beneficiary Details**

**Beneficiary Name:** MATRIX TRUST COMPANY  
**Beneficiary Address:** NA  
**Beneficiary City:** NA  
**Beneficiary Postal Code:** NA  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** ..  
**Beneficiary Bank ID:** (\*  
JPMORGAN CHASE BANK, NA  
1111 POLARIS PKWY  
COLUMBUS  
US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 28,973.56

**Value Date:** 08/27/2019

**Optional Information**

**Sender's Reference Number:** CITY MILL CREEK

**Beneficiary Information:** City of Mill Creek n3177e

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lolleo  
**Approved:** ssohbraiel  
**Initial Confirmation.**  
**Confirmation #:**

**Input Time:** 08/26/2019 7:24:12 PM CDT  
**Time:** 08/27/2019 9:37:47 AM CDT

RptBatchSumViewForm

Page 1 of 1

**ACH Cash Pro Online**  
**City of Mill Creek**

**Report Date: 08/26/2019**  
**Report Time: 07:22:26 PM**

**Batch Summary Report by ID Number**

**Company Name: City of Mill 01**      **Effective Date: 08/27/2019**  
**ACH ID:**      **Batch Sequence: 1**  
**Application Name: CCD Payments and Collections**      **Database Name: BAC**  
**Batch Status: Entered**      **Created By: LOTLEO**  
**Released By:**

<u>Name</u>	<u>ID</u>	<u>Amount</u>	<u>D/C</u>	<u>Bank ID</u>	<u>Account #</u>	<u>Acct Type</u>	<u>Trace #</u>
BAC	BENEFIT ADMIN C	\$1,422.40	C			C	

	<u>Total Amount in Batch</u>	<u>Total Count in Batch</u>
Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

	<u>Grand Total Amount</u>	<u>Grand Total Count</u>
Debits	\$0.00	0
Credits	\$1,422.40	1
Prenotes	\$0.00	0

**Outgoing Payments Report**



**Company:** City of Mill Creek  
**Requester:** Gobrael, Silvea  
**Run Date:** 08/28/2019 10:43:30 AM CDT

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

**Status:** Confirmed By Bank  
**Transaction Number:** 198QJ25236KZ0H22

**Template Name:** ICMA 457 Plan  
**Template Code:** ICMA

**Debit Account Information**

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

**Beneficiary Details**

**Beneficiary Name:** ICMA RC  
**Beneficiary Address:** P.O. Box 64553  
**Beneficiary City:** Baltimore  
**Beneficiary Postal Code:** 21264-4553  
**Beneficiary Country:** US - United States of America

**Beneficiary Account:** 4  
**Beneficiary Bank ID:**  
MANUFACTURERS AND TRADERS TR C  
ONE M AND T PLAZA, 15TH FL  
BUFFALO  
US - United States of America

**Beneficiary Email:**  
**Beneficiary Mobile Number:**

**Payment Details**

**Credit Currency:** USD  
**Credit Amount:** 1,606.11

**Value Date:** 08/27/2019

**Optional Information**

**Sender's Reference Number:** 302029

**Beneficiary Information:** City of Mill Creek 302029

**Additional Routing**

**Intermediary Bank ID:**

**Receiver Information:**

**Control Information**

**Input:** lotleo  
**Approved:** sgobraiel  
**Initial Confirmation:**  
**Confirmation #:** 1

**Input Time:** 08/26/2019 7:25:29 PM CDT  
**Time:** 08/27/2019 9:37:47 AM CDT



**MINUTES**

**City Council Regular Meeting**

---

**6:00 PM - Tuesday, March 26, 2019**

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

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

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

**CALL TO ORDER**

---

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

**PLEDGE OF ALLEGIANCE**

---

**ROLL CALL**

---

Councilmembers Present:

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

Councilmembers Absent:

**AUDIENCE COMMUNICATION**

---

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

Wil Nelson, a Mill Creek resident, asked Council to reject The Farm proposal in its current form.

Melissa Duque, member of the Park & Recreation Board, congratulated Councilmember Vignal on being appointed to the Council and that she will be missed on the Board.

**PUBLIC HEARING**

---

**B.** Development Agreement between the Farm by Vintage, LP at Mill Creek and the City of Mill Creek

Mayor Pruitt opened the public hearing at 6:08 p.m.

Senior Planner Christi Amrine gave a [PowerPoint](#) presentation detailing the following:

- Development Agreement process

March 26, 2019 REGULAR COUNCIL MEETING MINUTES

- Purpose of hearing
- Public notice requirements
- Public hearing process
- Public hearing record
- EGUV background
- Development Agreement highlights
- Environmental protection and public access

Senior Planner Amrine handed out 30 copies of the revised Development Agreement to the audience prior to the start of the meeting; and noted that [public comments](#) were distributed to Council prior to the start of the meeting.

Council engaged in discussion. City Attorney Scott Missall discussed revisions made to the Development Agreement.

Mayor Pruitt opened the public comment portion of the public hearing.

Dave Scunter, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Steve Lentill, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Sean Duffy, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Theresa Logdson, a Mill Creek resident, addressed Council with her thoughts on The Farm development.

Dilip Koshy, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Greg Chandra, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Erika Moca, a Mill Creek resident, addressed Council with her thoughts on The Farm development.

Carmen Fisher, a Mill Creek resident, addressed Council with her thoughts on The Farm development.

Sid Segal, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Swaminathan Balasubramanian, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

April Bird, a Mill Creek resident, addressed Council with her thoughts on The Farm

March 26, 2019 REGULAR COUNCIL MEETING MINUTES

development.

Kevin White, a Mill Creek resident, addressed Council with his thoughts on The Farm development.

Sonya Roland, a Mill Creek resident, addressed Council with her thoughts on The Farm development.

Council engaged in discussion again. President of Vintage Housing Development Ryan Patterson answered questions from Council.

Mayor Pruitt closed the Public Hearing at 7:12 p.m.

**At 8:27 p.m. Mayor Pro Tem Holtzclaw made a motion to extend the meeting up to 10:00 p.m. Councilmember Todd seconded the motion. The motion passed unanimously.**

**Mayor Pro Tem Holtzclaw made a motion to approve Ordinance 2019-849, AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF MILL CREEK AND THE FARM BY VINTAGE, LP PURSUANT TO MILL CREEK MUNICIPAL CODE CHAPTER 17.19 AND RCW 36.70B.170 ET SEQ. FOR FUTURE DEVELOPMENT OF PROPERTY LOCATED WITHIN THE EAST GATEWAY URBAN VILLAGE; AND ESTABLISHING AN EFFECTIVE DATE. Councilmember Steckler seconded the motion. The motion passed 4-2-1. Opposed by Councilmember Cavaleri and Councilmember Vignal. Abstained by Mayor Pruitt for feeling intimidated and bullied into voting a certain way.**

**RECESS TO BREAK**

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- C. At 8:42 the Council recessed for a 10 minute break.

**RECONVENE TO REGULAR SESSION**

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- D. At 8:52 p.m. the Council reconvened to regular session.

**NEW BUSINESS**

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- E. Appointments to the Park & Recreation Board

Councilmember Bond stated that he and Councilmember Cavaleri interviewed 3 candidates to fill one vacancy on the Park & Recreation Board.

**Councilmember Bond made a motion to appoint Tammy Dunn to serve a mid-term appointment on the Park & Recreation Board expiring October 31, 2020. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

- F. Sale and Disposal of Surplus Police Department Vehicles

Police Chief Greg Elwin briefed Council on the condition of the 2013 Harley Davidson police motorcycle and the 1999 Ford Explorer police administration vehicle and

March 26, 2019 REGULAR COUNCIL MEETING MINUTES



reviewed Mill Creek Municipal Code 3.44, regarding the sale of surplus property.

Council engaged in discussion.

**Councilmember Cavaleri made a motion to declare a 2013 Harley Davidson police motorcycle and a 1999 Ford Explorer police administration vehicle as surplus and authorize the City Manager to direct that an auction occur using a licensed auctioneer. Councilmember Vignal seconded the motion. The motion passed unanimously.**

## **REPORTS**

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### **G. Mayor/Council**

Mayor Pruitt thanked staff for their cleanup efforts on 35th Ave SE.

Mayor Pruitt reported that the Senate budget was released today. Council agreed to send a letter of thanks to Senator Hobbs for help with the 35th Ave SE Reconstruction Project culverts.

Mayor Pruitt reported on an article in the Herald featuring Councilmember Mark Bond.

Councilmember Bond reported that all 3 candidates interviewed for the Park & Recreation Board vacancy were qualified and that the selected candidate, Tammy Dunn, will be an asset to the City while serving on the Board.

Councilmember Vignal reported that she attended the Snohomish County Cities (SCC) meeting on March 21 with Mayor Pro Tem Holtzclaw and Councilmember Steckler.

Councilmember Vignal reported that she attended the Swift Green Line Grand Opening event with Mayor Pruitt, Councilmember Steckler, and Councilmember Todd.

Mayor Pro Tem Holtzclaw reported on the Vision 2050 discussion that took place at the March 21 SCC meeting.

Mayor Pro Tem Holtzclaw reported that he will be attending the Southwest Urban Growth Area Boundary Planning Study Workshops later in the week.

Mayor Pro Tem Holtzclaw thanked staff for their prompt response to the 35th Ave SE cleanup effort.

Councilmember Todd reported on funding received by the Transportation Improvement Board to help fund Complete Streets.

Councilmember Todd reported on the Senate budget and his opportunity to speak with Representative Mead and Representative Lovick regarding needs of the City.

Councilmember Todd encouraged Council to take a ride on the new Swift Green Line.

March 26, 2019 REGULAR COUNCIL MEETING MINUTES

- H. City Manager
  - Council Planning Schedule

- I. Staff
  - Park & Recreation Board Meeting Minutes of January 2, 2019
  - Mill Creek Sports Park Grand Reopening
  - Discussion: 35th Ave SE Reopening

Council discussed dates, details, and attendance for the 35th Ave SE Reopening ceremony.

**AUDIENCE COMMUNICATION**

---

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

There were no comments from the audience.

**RECESS TO EXECUTIVE SESSION**

---

*(Confidential session of the Council)*

- K. At 9:15 p.m. Council recessed to executive session. City Attorney Scott Missall was present.
  - To evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110 (1)(g).

The executive session concluded at 10:41. No action was taken.

**At 10:00 p.m. Mayor Pro Tem Holtzclaw made a motion to extend the executive session and meeting to 10:40 p.m. Councilmember Steckler seconded the motion. The motion passed unanimously.**

**ADJOURNMENT**

---

With no objection, Mayor Pruitt adjourned the meeting at 10:41 p.m.

\_\_\_\_\_  
Pam Pruitt, Mayor

\_\_\_\_\_  
Gina Pfister, City Clerk

March 26, 2019 REGULAR COUNCIL MEETING MINUTES



**MINUTES**

**City Council Regular Meeting**

---

**6:00 PM - Tuesday, April 2, 2019**

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

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

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

**CALL TO ORDER**

---

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

**PLEDGE OF ALLEGIANCE**

---

**ROLL CALL**

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Councilmembers Present:

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

Councilmembers Absent:

*Councilmember Steckler arrived at 6:02 p.m.  
Councilmember Todd arrived at 6:03 p.m.*

**AUDIENCE COMMUNICATION**

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- A. There were no comments from the audience.

**RECESS TO EXECUTIVE SESSION**

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*(Confidential session of the Council)*

- B. At 6:02 p.m. Council recessed to executive session for up to 30 minutes to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g).

At 6:33 p.m. by consensus of the Council, the executive session was extended for up to 30 minutes. City Attorney Scott Missall advised the public.

The executive session concluded at 6:54 p.m.

**RECONVENE TO REGULAR SESSION**

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April 2, 2019 REGULAR COUNCIL MEETING MINUTES

- C. At 6:55 p.m. the Council reconvened to regular session.

Councilmembers discussed the recruitment process and stated their recommendations for the position.

City Attorney Scott Missall stated that he will contact Michael Ciaravino tomorrow to begin contract negotiations.

**Councilmember Vignal made a motion to select Michael Ciaravino as the Council's choice to serve as Mill Creek's new City Manager, subject to approval of an acceptable contract. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

**Councilmember Vignal made a motion to authorize and direct the City Attorney and the City's search consultant, Andrew Gorgey, to undertake contract negotiations with Michael Ciaravino and bring back a final proposed contract for Council consideration at its April 9, 2019 meeting if possible. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

**Councilmember Todd made a motion to extend Interim City Manager Stowe's current contract to April 24, 2019 to enable completion of the City Manager search process and contract negotiations with the new City Manager. Councilmember Steckler seconded the motion. The motion passed unanimously.**

#### **NEW BUSINESS**

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- D. Settlement Agreement Between the City of Mill Creek and Comcast Regarding Franchise Fee Audit

Interim City Manager Bob Stowe explained why staff would like more time to review the Agreement and will bring this agenda item back at a later date. Councilmember Todd expressed concern over a clause that appears to pass the reimbursement fee on to customers, and would like to see the spreadsheet analysis if the agreement moves towards negotiations.

#### **STUDY SESSION**

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- E. 2019 Winter Storm Response Update

Director of Public Works & Development Services Gina Hortillosa and Public Works Supervisor Nathan Beagle led Council through a [PowerPoint](#) presentation covering a multitude of storm related topics: storm magnitude, public works resources, public works estimated costs, challenges, helpful actions, lessons learned, and opportunity for improvements.

Council engaged in discussion and provided Director Hortillosa with suggestions to consider for future storm planning including additional resident resources, an expanded temporary crew, and pedestrian consideration.

#### **CONSENT AGENDA**

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April 2, 2019 REGULAR COUNCIL MEETING MINUTES

- F. City Council Meeting Minutes of December 4, 2018

**Mayor Pro Tem Holtzclaw made a motion to approve the consent agenda. Councilmember Steckler seconded the motion. The motion passed unanimously.**

**REPORTS**

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- G. Mayor/Council

There were no reports from the Council.

- H. City Manager

- Council Planning Schedule

Interim City Manager Bob Stowe asked Council to email him their availability for a 35th Ave SE reopening ceremony.

Interim City Manager Bob Stowe reported that Mill Creek was the recipient of the Transportation Improvement Board's Complete Streets Award.

- I. Staff

- Contract for Domestic Violence Services

**AUDIENCE COMMUNICATION**

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- J. There were no comments from the audience.

**RECESS TO EXECUTIVE SESSION**

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*(Confidential Session of the Council)*

- K. At 7:47 p.m. Council recessed to executive session to up to 30 minutes for consideration of real estate matters pursuant to RCW 42.30.120(1)(b)(c).

At 8:20 p.m. Councilmember Steckler made a motion to extend the regular meeting and executive session up to 8:45 p.m. Councilmember Bond seconded the motion. The motion passed unanimously. City Attorney Scott Missall advised the public.

The executive session ended at 8:37 p.m.

**RECONVENE TO REGULAR SESSION**

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- L. At 8:38 p.m. Council reconvened to regular session.

**ADJOURNMENT**

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With no objection, Mayor Pruitt adjourned the meeting at 8:38 p.m.

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Pam Pruitt, Mayor

April 2, 2019 REGULAR COUNCIL MEETING MINUTES

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Gina Pfister, City Clerk

April 2, 2019 REGULAR COUNCIL MEETING MINUTES

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 6, 2019*

**September 24, 2019**

*(Agenda Summary due September 16)*

- Presentation by: Community Transit-Swift Orange Line
- Presentation: Great Garden Awards - Meredith
- Frontier/Northwest Cable Franchise Resolution - Gina H
- Mill Creek Blvd Corridor Concepts - Gina H
- Study Session - Grant Funding Application Process - Michael
- Study Session - Vision 2050 Draft - Tom
- Study Session: Ordinance Amending MCMC re: Business Park Zone District - Gina H
- Report: Farmer's Market
- Report: 2<sup>nd</sup> Quarter Financials

**October 1, 2019**

*(Agenda Summary due September 23)*

- PRA Policy Update - Gina P
- Study Session: City Connections Magazine

**October 8, 2019**

*(Agenda Summary due September 30)*

- Report: Farmer's Market

**October 22, 2019**

*(Agenda Summary due October 14)*

- Ordinance Amending MCMC 2.04 - Gina P

**November 5, 2019**

*(Agenda Summary due October 28)*

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

**November 12, 2019**

*(Agenda Summary due November 4)*

- Public Hearing: Property Tax & EMS Levies
- Ordinances: Property & EMS Levies

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

**November 26, 2019**

*(Agenda Summary due September 30)*

- Public Hearing: Proposed Budget Amendments

**December 3, 2019**

*(Agenda Summary due November 25)*

- Ordinance: Budget Amendments

**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



**Tom Rogers**

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**From:** Tom Rogers  
**Sent:** Friday, September 6, 2019 3:23 PM  
**To:** Mike Todd; Brian Holtzclaw  
**Cc:** Gina Hortillosa; Michael Ciaravino  
**Subject:** RE: Draft letter re Vision 2050

Mayor Pro Tem Holtzclaw and Councilmember Todd

Thank you for your comments to date on the draft letter. Unfortunately there are still a couple of inconsistencies between the two of your comments. Including this email with the draft letter (with both of your comments/suggestions) in the packet. My hope would be that we can work together between now and Tuesday evening to prepare a letter you both can support. If there is still a difference of opinion, the Council can discuss and provide direction.

Again, thank you for your help with this.

Tom



**Tom Rogers, AICP**  
Planning and  
Development Services Manager  
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P: 425-921-5721 | F: 425-745-9650  
[Facebook](#) | [Twitter](#) | [Instagram](#)

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**From:** Mike Todd <MTodd@cityofmillcreek.com>  
**Sent:** Friday, September 6, 2019 11:10 AM  
**To:** Brian Holtzclaw <bholtzclaw@cityofmillcreek.com>; Tom Rogers <tomr@cityofmillcreek.com>  
**Cc:** Gina Hortillosa <ginah@cityofmillcreek.com>; Michael Ciaravino <michaelc@cityofmillcreek.com>; Mike Todd <MTodd@cityofmillcreek.com>  
**Subject:** Re: Draft letter re Vision 2050

Tom:

Excellent letter. You write "planner" well, and did a great job of capturing the basic issues that we asked to have covered.

*(hint to all: Outlook does not seem to show Brian's mark ups; download the attachment, then open in Word and it shows Brian's Comments and my in-line adds.)*

Brian's additions/changes are also good. I have placed some in-line comments (n red) in the attached mark up. To go with that, I have these words of explanation for my mark ups:

- paragraph 2: maybe "concerns" is too strong; synonyms "comments" or "suggestions" ?
- paragraph 3: I don't recall an explicit comments V2050 acknowledging V2020/V2040 shortfalls, but maybe Brian can point that out. Regardless, it is true that those were plans, and they were not fully realized. Maybe there is a softer way to reword that sentence? The last sentence is kind of vague but

strong; it could leave a reader wondering what we really mean. I don't know exactly what to say, but I think we should indicate that what we mean is that

- o GMA will likely need (and hopefully get) updates over the next plan's duration, and
- o as things stand (at least close to us), the grand plan of cities annexing all of the UGA is not going to happen, so counties will be forced to provide urban level services in some significant areas despite the desire to have cities do that. Is that really what we want to have happen? Maybe that issue should be called out as something that legislative bodies need to work on?

Overall, I think our discussion on Tuesday was that with the way the laws and market forces are right now, we are not likely to get V2050 to happen as written - that is, there is some "wishing" that is going on. If there are obvious obstacles to a plan happening, those obstacles should be called out and actions designed to address them, not just ignore them. Maybe Tom can wordsmith this a little to help convey that better? Or maybe we need more debate next Tuesday to come to words that we can all agree on?

- city comments, first bullet (page 2): I stuck Brian's whole addition, because this is not a Mill Creek thing. It would be up to the county to propose a change in the UGA; Mill Creek, as an abutting neighbor, would be asked to comment, but it is premature for Mill Creek to weigh in on this (1) before it is proposed, and (2) before Council and staff have really spend some time studying and discussing this. I don't think SCT even went this far in their comments - they opted for something more general that is similar to the wording that Tom had in the original draft. I think Tom's original words are fine for the Mill Creek letter, so I suggest we strike it all as noted.

Thanks, all, for your work on this. I am pleased that Mill Creek is providing some useful and substantial input to the V2050 plan.

Mike



**Mike Todd**  
Councilmember  
City of Mill Creek  
[mtodd@cityofmillcreek.com](mailto:mtodd@cityofmillcreek.com)  
P: 425-308-2669 | F: 425-745-9650

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**From:** Brian Holtzclaw <[bholtzclaw@cityofmillcreek.com](mailto:bholtzclaw@cityofmillcreek.com)>  
**Sent:** Thursday, September 5, 2019 5:06 PM  
**To:** Tom Rogers <[tomr@cityofmillcreek.com](mailto:tomr@cityofmillcreek.com)>  
**Cc:** Mike Todd <[MTodd@cityofmillcreek.com](mailto:MTodd@cityofmillcreek.com)>; Gina Hortillosa <[ginah@cityofmillcreek.com](mailto:ginah@cityofmillcreek.com)>; Michael Ciaravino <[michaelc@cityofmillcreek.com](mailto:michaelc@cityofmillcreek.com)>  
**Subject:** Re: Draft letter re Vision 2050

My suggestions for consideration and discussion. My changes hopefully show up as redlines.

Brian Holtzclaw  
Councilmember/Mayor Pro Tem  
(425) 478-7453 (cell)

Sent from my iPad

On Sep 5, 2019, at 4:09 PM, Tom Rogers <[tomr@cityofmillcreek.com](mailto:tomr@cityofmillcreek.com)> wrote:

Attached is a draft letter that I hope addresses the discussion from last Tuesday night. My understanding is that I am to forward a draft to Mayor Pro Tem Holtzclaw Councilmember Todd to seek their input.

In addition to the points that were in the PowerPoint presentation, you will see that I have attempted to include a discussion supporting local flexibility in the way that growth is accommodated so that we can react to many unique conditions, including market conditions. This is consistent with the language that is in the comment letter being considered by the SCT Steering Committee. I have also attempted to address the issue of including air emission goals/standards that could be interpreted to be greater than those required by federal and state law, and am recommending that the policies be revised to be consistent with federal and state law. Finally, I have addressed Councilmember Steckler's point that the jobs to housing ratio in Snohomish County should be even higher than proposed in the draft Vision 2050 document.

Councilmembers and staff, Please provide any comments/suggestions you may have.

The goal is to have this letter completed and available to place in the packet by tomorrow am.

Tom

<image001.jpg>

**Tom Rogers, AICP**  
Planning and  
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<DRAFT Letter to PSRC1.docx>

**DRAFT Letter to PSRC**

Date

Paul Inghram, AICP  
Director of Growth Management  
Puget Sound Regional Council  
1011 Western Avenue, Suite 500  
Seattle, Washington 98104

Dear Mr. Inghram:

The City of Mill Creek (City) recognizes that preparing a 30-year plan to accommodate the anticipated growth in the Puget Sound region by 2050 while maintaining and improving the quality of life for existing and future citizens presents monumental challenges. In that spirit, the City appreciates the work that has gone into the preparation of the Draft Vision 2050 plan and the opportunity to provide comments.

Overall, the City supports the Draft Vision 2050 Plan, which is based on the Transit Focused approach that was evaluated in the SEIS. The City believes that it makes sense to place the bulk of future growth along the existing and planned high capacity transit routes. -We are pleased that the existing unincorporated areas within the Urban Growth Areas along existing and planned high capacity transit are now included within the areas identified as High Capacity Transit (HCT) Communities and have been identified as areas for more dense development, although we have concerns (comments/suggestions?) as noted below.

While we support much of the Draft Vision 2050 Plan, the City notes that the difficulty will be implementing the Plan in an equitable way that maintains and even improves the high quality of life enjoyed by our residents and businesses. The draft plan acknowledges (I don't recall seeing an explicit call out of this, although we do know that the growth has not been precisely as desired in 2020/2040; maybe soften this wording?) that employment and population growth has not necessarily occurred as planned under Vision 2020 and Vision 2040. While the City supports the overall direction the Draft Vision 2050 Plan sets for our region we believe significant changes to state laws will be required to facilitate growth actually happening as envisioned and to bring the plan to reality. (maybe soften this and/or be more explicit: "...we believe that future adjustments to GMA and annexation incentives maybe required to achieve the goals of V2050".)

The City supports the comments being submitted by the SCT Steering Committee. In addition, the City of Mill Creek provides the following comments/suggestions:

- *Need for flexibility in accommodating future growth targets* - In Snohomish County, the land use plans and zoning currently do not collectively have the capacity to accommodate the population and employment targets for the HCT Communities. While the extent of



## Draft Vision 2050 Comments

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the deficit is unknown at this time, each jurisdiction has unique circumstances that will present challenges to accepting additional growth, including the condition of existing housing stock, the availability of vacant and/or underdeveloped land suitable for development, the availability/timing of high capacity transit and other infrastructure, and other market factors. As a result, local jurisdictions need to have the flexibility and authority to prepare plans that accommodate the anticipated growth in a manner that takes these unique conditions into account. This is especially important in light of Snohomish County's recent effort to examine issues with potentially expanding the SW UGA boundary near the City as part of its 2023 plan update. As is the case with many cities, our residents are cautious and concerned about more dense development in our cities and the resulting impacts on traffic and schools. It is important to the City that the Vision 2050 Plan allow the County flexibility to consider a UGA expansion in 2023 as one of the ways to accommodate the projected growth. Without that option the City may be forced to accommodate more growth than our citizens are willing to accept.

- *Need for infrastructure necessary to support anticipated growth* – To successfully accommodate the land use patterns envisioned in Vision 2050, a commitment to providing the transportation and other public infrastructure in a timely manner must be secured. Allowing increased densities without the necessary infrastructure in place is the primary threat to the quality of life for our existing and future residents, and will spoil the appetite of the region's residents for increased densities moving forward. Long-term and dependable funding commitments for infrastructure has proven difficult in the past. An action step should be added to Vision 2050 that directs PSRC to communicate and work with appropriate political bodies/agencies to seek long-term funding mechanisms necessary to provide the infrastructure to support the anticipated growth.
- *Need to adopt realistic and practical standards for reducing greenhouse gasses and other air and soil toxins consistent with state law* – MPPs En-3 and CC-1 call for the reduction of greenhouse gasses and other pollutants, which is a goal that everyone can agree on. However, requiring actions to improve air and water quality, soils, and natural systems “where possible” (En-3), and calling for meeting “targets and goals” set by state, regional, national governments and the Puget Sound Clean Air Agency (CC-1), may not be realistic or practical given the competing challenges of accommodating growth addressed in Vision 2050. Many actions may be possible, but may not be practical. It is our opinion that the language in the subject policies be changed to require actions to reduce the emissions of greenhouse gasses and/or other toxins as required by state and federal law.
- *Need for adequate emergency management plans and services to accommodate future growth* - The increased population in the Puget Sound region anticipated in Vision 2050 presents a sizable challenge for preparing and implementing emergency management plans and providing services. As acknowledged in Vision 2050, the region is susceptible

Draft Vision 2050 Comments

Page 3

to earthquakes, landslides, and wildfires. Vision 2050 does include a policy (MPP-PS-19) to “support” efforts to increase the resilience of public services, utilities, and infrastructure by preparing for disasters and other impacts and coordinated planning for system recovery. However, we believe that this language should be stronger to “ensure” that adequate emergency management plans and services will be in place to safely accommodate the land use patterns envisioned in Vision 2050.

- *Need to improve the jobs/housing ratio for Snohomish County* – The existing unbalanced jobs to housing ratio leads to a high volume of commuter traffic to and from Snohomish County into King County and beyond contributing to air pollution, traffic congestion, and a decreased quality of life for commuters and their families. The City of Mill Creek appreciates the allocation of more jobs to Snohomish County, which will improve the County’s ratio of jobs to housing. This being said, there is still more work to be done to increase the ratio of jobs to housing in Snohomish County.

On behalf of the Mill Creek City Council, thank you for the opportunity to provide comments on Vision 2050. The steps the region takes today will determine whether or not we are successful in maintaining the high quality lifestyle afforded in the region.

Respectfully,

Pam Pruitt  
Mayor

E:\Government docs\Mill Creek\attachment 1 MST comments.docx