

# **CITY COUNCIL AGENDA**

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



• Brian Holtzclaw, Mayor • Stephanie Vignal, Mayor Pro Tem  
• Mark Bond • Vince Cavaleri • John Steckler • Benjamin Briles • Adam Morgan

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. **Due to the COVID-19 pandemic City Council Meetings will be held virtually until further notice.**

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.

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

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

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

**Next Ordinance No. 2020 - 865**  
**Next Resolution No. 2020 - 592**

**November 3, 2020**  
**City Council Meeting**  
**6:00 PM**

## **VIRTUAL MEETING INFO**

- A. City Council Regular Meeting  
Tue, Nov 3, 2020 6:00 PM - 8:30 PM (PST)

**Please join my meeting from your computer, tablet or smartphone.**

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**CALL TO ORDER****PLEDGE OF ALLEGIANCE****ROLL CALL****AUDIENCE COMMUNICATION**

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

**NEW BUSINESS**

- C. City Council LEOFF Board Vacancy Appointment  
(*Mayor Hotlzclaw*)

**OLD BUSINESS**

- D. Proclamation of Emergency - Extension
- E. Veterans Day Update

**STUDY SESSION**

- F. Proposed 2021 - 2022 Budget & 2021 Property Tax Levy (if any)  
(*Jeff Balentine, Finance Director*)

**CONSENT AGENDA**

- G. City Council Special Meeting Minutes of October 20, 2020 and Regular Meeting Minutes of October 27, 2020.

**REPORTS**

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

**AUDIENCE COMMUNICATION**

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

**ADJOURNMENT**



Agenda Item # \_\_\_\_\_

**Meeting Date: November 3, 2020**

## **CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

### **AGENDA ITEM:    LAW ENFORCEMENT OFFICERS AND FIRE FIGHTERS DISABILITY BOARD COUNCIL VACANCY**

#### **PROPOSED MOTION:**

Motion to appoint Councilmember \_\_\_\_\_ to serve on the Law Enforcement Officers and Fire Fighters (LEOFF) Disability Board.

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

State law (RCW chapter 41.26 – Law Enforcement Officers and Fire Fighters retirement system) requires that each city having a population of twenty thousand or more shall establish its own disability board with jurisdiction over that city’s Law Enforcement Officers’ and Fire Fighters (LEOFF) retirement system “Plan 1” members, defined by the Department of Retirement Systems as employees who became members of the plan prior to October 1, 1977. The City has surpassed a population of 20,000, and has (only) one LEOFF 1 (police officer) member.

Per RCW 41.26.110, the City’s LEOFF Disability Board must consist of the following five members:

1. Two members of the city council to be appointed by the mayor.
2. Two active or retired City of Mill Creek law enforcement officers. Per RCW 41.26.110, the *electors* of such members are limited to officers who are “employed by or retired from the city [and] who are subject to the jurisdiction of the board,” which means that the sole Mill Creek LEOFF 1 member creating the need for the board will have the exclusive right to choose who those representatives will be. The pool of *electable candidates* for service on the board consists of all “officers employed by or retired from the City”.
3. One at-large member of the public who resides within the City, to be appointed by a majority vote of the other four members described above.

Each Disability Board member will serve a 2-year term, at which point the selection process described above will repeat. Board members are not eligible to receive compensation for their service, but will receive reimbursement for expenses incidental to their service. The City Manager will appoint a City employee to serve as a staff liaison to the Board.

The City’ LEOFF Disability Board is responsible for administering State law requirements regarding all requests for disability leave, medical and dental treatment, and disability retirement

City Council Agenda Summary  
Page 2

for the City's member of the LEOFF 1 pension system. Those responsibilities are described in detail by State law and administrative code, and Department of Retirement Systems administrative rules.

**CITY MANAGER RECOMMENDATION:**

Motion to appoint Councilmember \_\_\_\_\_ to serve on the Law Enforcement Officers and Fire Fighters (LEOFF) Disability Board.

**ATTACHMENTS:**

Attachment 1: Ordinance No. 2019-844

Respectfully Submitted:

*Michael Ciaravino*

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Michael Ciaravino  
City Manager

**ORDINANCE NO. 2019-844**

**AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON,  
ADOPTING MILL CREEK MUNICIPAL CODE CHAPTER 4.08  
ENTITLED LEOFF 1 DISABILITY BOARD; ESTABLISHING A LAW  
ENFORCEMENT OFFICERS AND FIRE FIGHTERS DISABILITY  
BOARD PURSUANT TO RCW 41.26.110; AND ESTABLISHING AN  
EFFECTIVE DATE**

WHEREAS, RCW 41.26.110 requires that each city having a population of twenty thousand or more shall establish its own Law Enforcement Officers and Fire Fighters Disability Board (hereinafter Disability Board) with jurisdiction over that City's Law Enforcement Officers' and Fire Fighters' retirement system "Plan 1" members, who are defined by the Department of Retirement Systems as employees who became members of the plan prior to October 1, 1977 (hereafter LEOFF 1 members); and

WHEREAS, as of adoption of this Ordinance, the City has surpassed a population of 20,000; and

WHEREAS, the City has one retired LEOFF 1 member (and no active members) for which the Disability Board is required under state law.

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

**Section 1.** A new Chapter 4.08, entitled LEOFF 1 Disability Board, is hereby adopted and added to the Mill Creek Municipal Code as follows:

**CHAPTER 4.08**

**LEOFF 1 DISABILITY BOARD**

**Sections:**

- |          |  |
|----------|--|
| 4.08.010 | Board Established; Authority.            |
| 4.08.020 | Membership; Assistance; Term; Vacancies. |
| 4.08.030 | Jurisdiction; Duties.                    |
| 4.08.040 | Meetings; Board Rules.                   |
| 4.08.050 | Compensation.                            |
| 4.08.060 | Cessation of Board.                      |

**4.08.010 Board Established; Authority.**

A Law Enforcement Officers and Fire Fighters Plan 1 Disability Board, which may be referred to as the Disability Board, is established pursuant to and in accordance with the requirements of RCW Chapter 41.26 and RCW 41.26.110.

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**4.08.020 Membership; Assistance; Term; Vacancies.**

A. Membership. The Disability Board shall consist of five persons selected as follows:

1. Two members of the City Council, who shall be appointed by the Mayor.
2. Two active or retired City of Mill Creek law enforcement officers, who shall be elected to their position. The electors of such members shall be limited to commissioned law enforcement officers who are employed by or retired from the City and who are themselves subject to the jurisdiction of the Disability Board. The pool of electable candidates for membership on the Disability Board shall consist of all commissioned officers currently employed by or retired from the City.
3. One member of the public at-large, who shall be appointed by majority vote of the other four Disability Board members. The at-large member shall reside within the City at the time of and for the duration of his/her appointment.

B. Assistance. The City Manager shall appoint a current City employee to serve as Secretary of the Disability Board. The Secretary shall take minutes and maintain the records of the Disability Board, administer elections required by this section, and provide such other assistance as may be needed. The Office of the City Attorney shall provide legal counsel as may be needed.

C. Term; Vacancies. Each Disability Board member shall serve a two-year term commencing with their appointment or election, provided that one police officer member and one council member of the first slate of members to serve on the Disability Board shall serve a one-year term to establish a pattern of staggered terms thereafter. All terms shall expire on the thirty-first day of December of the last year for which the term is made, provided that members shall remain in office until their successors are selected and confirmed. Any member who ceases to have the qualifications provided in this section or required by law shall be deemed to have forfeited his or her office. Vacancies occurring other than through the expiration of terms shall be filled for the remainder of the term using the applicable selection method set forth above.

**4.08.030 Jurisdiction; Duties.**

A. Jurisdiction. The Disability Board shall have jurisdiction over active and retired City of Mill Creek law enforcement officers who became members of the Law Enforcement Officers and Fire Fighters retirement system prior to October 1, 1977 (hereafter LEOFF 1 Members).

B. Duties. The Disability Board shall perform and make all functions, powers, and determinations as required by RCW Chapter 41.26 and WAC Chapters 415-104 and 415-105, as now or hereafter amended. Duties shall include, but not be limited to, authorization of payment for LEOFF 1 Member health benefit claims.

**4.08.040 Meetings; Board Rules.**

At the first meeting of the Disability Board and at the first meeting of each year thereafter, the members shall select from among their members a chairperson and

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such other officers as may be necessary. Such officers shall serve in that capacity for a one-year term commencing with the first meeting of the year. The Disability Board shall adopt rules of procedure suited to their work and as may be specified by state law or the Department of Retirement Systems, and shall establish and publish a regular public meeting place and schedule. The presence of three members of the Disability Board shall be required to constitute a quorum for the transaction of business, provided that one other member may be allowed to attend by phone and electronic connection upon prior notice. Any scheduled meeting may be canceled upon lack of business or quorum.

**4.08.050 Compensation.**

The members of the Disability Board shall serve without compensation for their service, but may be reimbursed for travel and other reasonable expenses incidental to such service, in the amount and method established by the City or as otherwise authorized by law.

**4.08.060. Cessation of Board.**

At the commencement of the Disability Board, the City had one LEOFF 1 Member, and the State had closed participation in the State LEOFF I Plan since 1997. It is therefore expected that the business of the Disability Board will be limited in scope and duration. In the event the City no longer has any qualifying LEOFF 1 Members, the Disability Board may be terminated by action of the City Council.

**Section 2.** The City Clerk is directed to take steps as required to implement and effectuate this Ordinance. The Clerk is authorized to correct or have corrected scrivener's errors, internal references, and the like.

**Section 3.** This Ordinance shall be in full force and effect five days after publication of a summary hereof consisting of the title of this Ordinance, in accordance with RCW 35A.12.130 and 35A.13.150.

Adopted this 8<sup>th</sup> day of January, 2019, by a vote of 6 for, 0 against, and 0 abstaining.

APPROVED:

  
MAYOR PAM PRUITT

ATTEST/AUTHENTICATED:

  
GINA PFISTER, CITY CLERK

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APPROVED AS TO FORM:

N/A

\_\_\_\_\_  
OFFICE OF THE CITY ATTORNEY  
SCOTT M. MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: 1/8/19  
PASSED BY THE CITY COUNCIL: 1/8/19  
PUBLISHED: 1/27/19  
EFFECTIVE DATE: 2/1/19  
ORDINANCE NO.: 2019-844

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Agenda Item # \_\_\_\_\_

**Meeting Date: November 3, 2020**

## **CITY COUNCIL AGENDA SUMMARY**

City of Mill Creek, Washington

**AGENDA ITEM:** Study Session Proposed 2021-2022 Budget

**PROPOSED MOTION:**

Not applicable.

**KEY FACTS AND INFORMATION SUMMARY:**

- Per RCW 35.32A.030, the Public Meeting's objective is to provide the public and the City Council with the proposed 2021-2022 Budget for review and discussion.
- The proposed 2021-2022 Budget includes sources previously established by law and unencumbered fund balances estimated to be available at the close of 2020. The estimated expenditures for the 2021-2022 Biennial Budget do and should not exceed such estimated revenues.
- The Public meeting will provide the Council and the Public with the proposed budgetary projections and recommendations. The presentation includes:
  - Property tax review
  - Estimates of revenues (all funds)
  - Necessary departmental operational expenditures (all funds)
  - Capital outlays (all funds)
  - Interest (all funds)
  - Debt service

**CITY MANAGER RECOMMENDATION:**

**ATTACHMENTS:**

- Attachment A: Nov 3 2020 Study Session – Property Tax and Budget
- Attachment B: 2021-2022 COMC Proposed Budget

Respectfully Submitted:

*Michael G. Ciaravino*

Michael G. Ciaravino  
City Manager



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**Property Tax**

**Review**

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**Your 2020 Tax Dollar Breakdown- Residence**



**Central Puget Sound Regional Transit Authority \$0.02**



**Surface Water Utility \$0.02**

## City of Mill Creek's Property Tax – Key Information



- The overall Property Tax Levy is based on an absolute dollar amount and does not fluctuate based on the overall City Assessed Value (AV)
- There is a 1% constitutional limit on the annual property absolute dollar amount imposed
  - The absolute \$ ÷ City's total Assessed Value = Levy Rate
- Tax rates are stated in terms of dollars per \$1,000 of assessed value (the 1% limit is the same as \$10 per \$1,000)
- Property tax increases are not based on the increasing value of properties, but on the property taxes that were assessed in the prior year
- Each year's levy may be increased by no more than 1%, unless the public votes for a greater increase "levy lid lift" or the City uses banked capacity

## City of Mill Creek's Property Tax – Key Information

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There are three main components of property tax:

- Levy amount
  - Assessed value (AV)
  - Levy rate
- By Nov 30th, the City certifies to the County Assessor the dollar amount of taxes to levy
  - The County Assessor then calculates the levy rate necessary to raise that amount of revenue
    - Levy Rate (per \$1,000 AV) = Levy Amount ÷ City's total Assessed Value (000s)
    - The Levy Rate is expressed in terms of a dollar rate per \$1,000 of valuation
      - For example, a rate of \$0.00025 is expressed as \$0.25 per \$1,000 of AV

The following examples show how the \$10 limit (1%) is allocated:

**Property tax prorated by Accessed Value (AV)**

• **First Year**

- Combined AV \$100 thousand
- Levy rate is \$2.00 per \$1,000
  - $\$200 \div 100 \text{ thousand}$



2019 AV \$50,000  
**Property Tax \$100.00**



2019 AV \$50,000  
**Property Tax \$100.00**

• **Second Year**

- 1% levy increase ( $\$200 + \text{Additional } 1\% \$2.00 = \$202.00$ )
- Combined AV \$200 thousand
  - Levy Rate is \$1.01 per thousand
    - $\$202.00 \div 200 \text{ thousand}$



2020 AV \$150,000  
**Property Tax \$151.50**



2020 AV \$50,000  
**Property Tax \$50.50**





**City of Mill Creek’s Property Tax – Regular Levy Example**

• 2020 Assessed Value 2020	\$4,454,155,944	
• 2020 City of Mill Creek Regular Levy (certified)	\$ 6,450,000	
• Tax Rate per 1,000	1.44808581	
• 2020 Tax for home value \$500,000	\$ 724.04	

***Change in valuation during 2020***

• 2020 New Construction & Added Improvement	\$ 5,272,371	+0.12%
• 2020 Revaluation	\$ 206,818,514	+4.65%

<b><i>2021 Preliminary Assessed Value 2021</i></b>	<b><i>\$4,666,346,829</i></b>	<b><i>+4.76%</i></b>
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City of Mill Creek’s Property Tax – Regular Levy Example

- 2021 Preliminary Assessed Value 2021 \$4,666,346,829
  - 1% levy increase (*example only*) +\$ 64,500
  - 2021 Regular Levy w/ 1% (*example only*) \$ 6,514,500
  - Tax Rate per 1,000 1.39605997

• 2021 est. tax for home value \$500,000 (example) = \$698.03





### City of Mill Creek's Property Tax – EMS Levy Example

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• 2020 Assessed Value 2020	\$4,454,155,944
• 2020 City of Mill Creek EMS Levy (certified)	\$ 1,749,843
○ Tax Rate per 1,000	0.39285625
○ 2020 Tax for home value \$500,000	\$ 196.43

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### *Change in valuation during 2020*

• 2020 New Construction & Added Improvement	\$ 5,272,371	+0.12%
• 2020 Revaluation	\$ 206,818,514	+4.65%

<b>2021 Preliminary Assessed Value 2021</b>	<b>\$4,666,346,829</b>	<b>+4.76%</b>
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### City of Mill Creek's Property Tax – EMS Levy Example



• 2021 Preliminary Assessed Value 2021	\$4,666,346,829	+4.7639%
• 1% levy increase (example only)	+\$ 17,498	
• 2021 EMS Levy w/ 1% (example only)	\$ 1,767,341	
○ Tax Rate per 1,000	0.378741978	

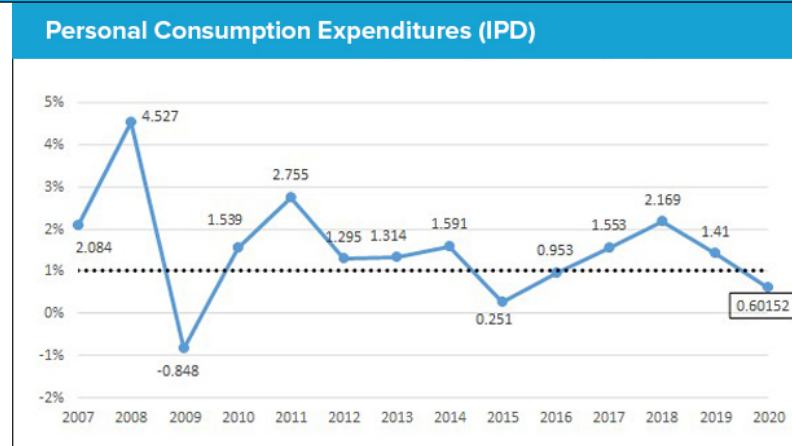
○ 2021 est. tax for home value \$500,000 (example) = \$189.37



## City of Mill Creek's Property Tax – Key Information

- If the City does not need the entire 1% increase, we may bank the levy's unused capacity
- Since the City has more than 10,000 people, we may only increase our levy by 1% or the implicit price deflator (IPD), whichever is less
  - The current IPD is 0.602%; maximum City may impose for 2021 – Impact +\$48,285 in property tax revenue

Implicit Price Deflator (IPD) is a key measurement to measure inflation for personal consumption expenditures



- The current Budget does not include any property tax increases
- If levied per the IPD, the impact would be \$48,285 in 2021



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**City of Mill Creek**

**Property Tax Scenarios**

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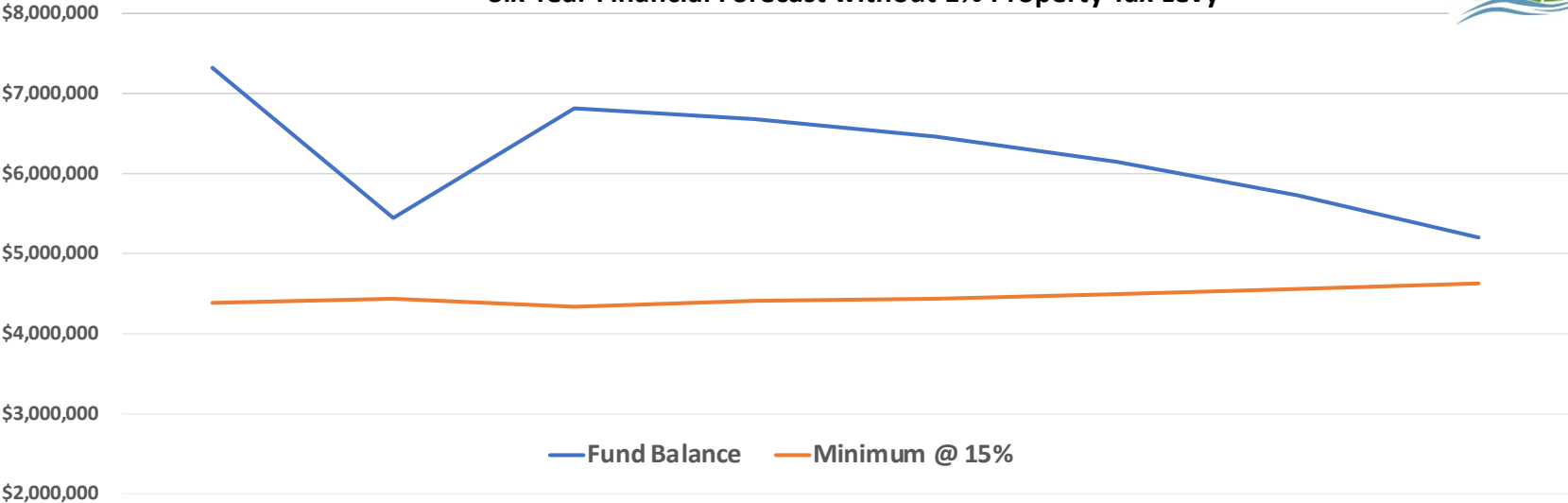
## City of Mill Creek's Property Tax – Desired Budget Outcomes

During the 2019/2020 Budget process, the Council identified the following ***Desired Budget Outcomes*** as:

1. ***Develop a sustainable budget*** that aligns ongoing resources to ongoing expenses and one-time resources to one-time expenses
2. ***Maintain the City's General Operating Reserves at a level equal to at least 15%*** of the total General Fund budgeted annual revenue, excluding the beginning fund balance and any significant one-time revenues
3. ***Continue to limit the tax burden on Mill Creek's citizens*** by seeking operating efficiencies wherever possible
4. ***Pursue economic development programs*** and initiatives to create sustainable revenue streams by evaluating and implementing the following:
  - Tourism
  - Changes in development code to promote and incentivize development consistent with Mill Creek's vision
  - Business recruitment and retention
  - Continue to construct, maintain, and preserve capital investments as prescribed in the City's adopted CIP
  - Evaluate and create recreation programs to meet demands and support revenue recovery goals
  - Retain all existing park land
  - Continue to grow public involvement, engagement, and volunteerism
  - Partner with schools and local groups to provide public safety education
  - Obtain accreditation and ensure public safety practices protect the City from liability
  - Ensure police and fire are properly staffed to meet service needs and respond to emergent situations
  - Develop a citizen satisfaction survey/index/poll via web and biennial mail/telephone survey of City services

# General Fund Reserves – Property Tax

Six-Year Financial Forecast without 1% Property Tax Levy

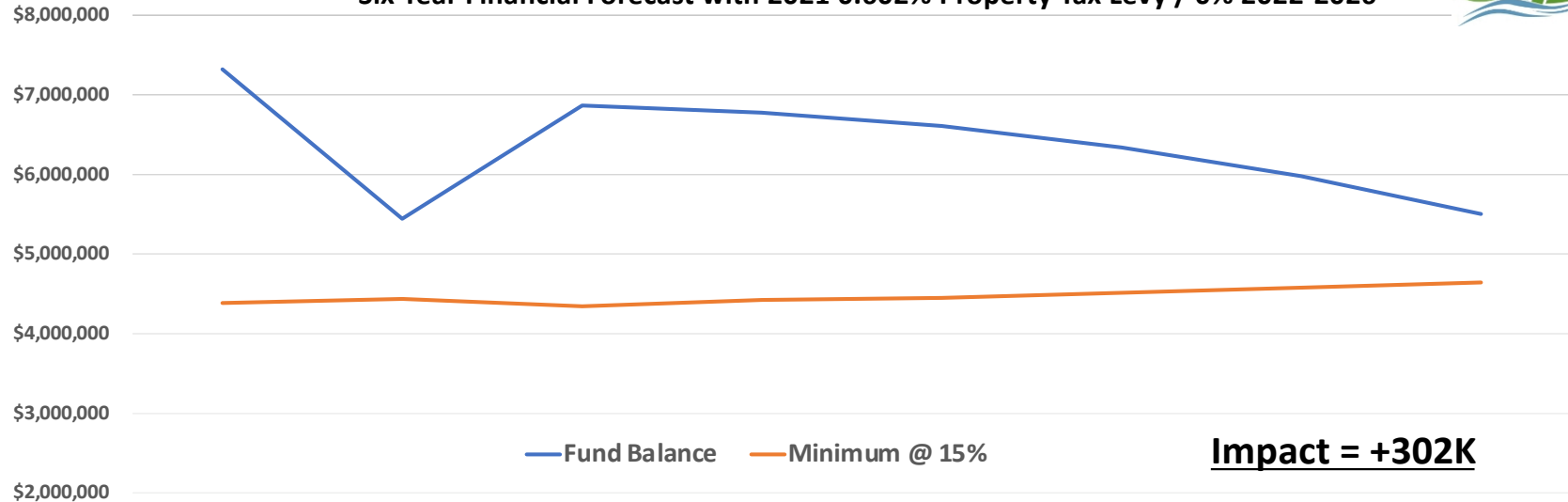


Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,337,443	\$ 4,409,312	\$ 4,436,577	\$ 4,498,036	\$ 4,561,912	\$ 4,628,313
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,817,720	\$ 6,678,620	\$ 6,460,401	\$ 6,145,707	\$ 5,728,282	\$ 5,202,441



# General Fund Reserves – Property Tax

Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 0% 2022-2026

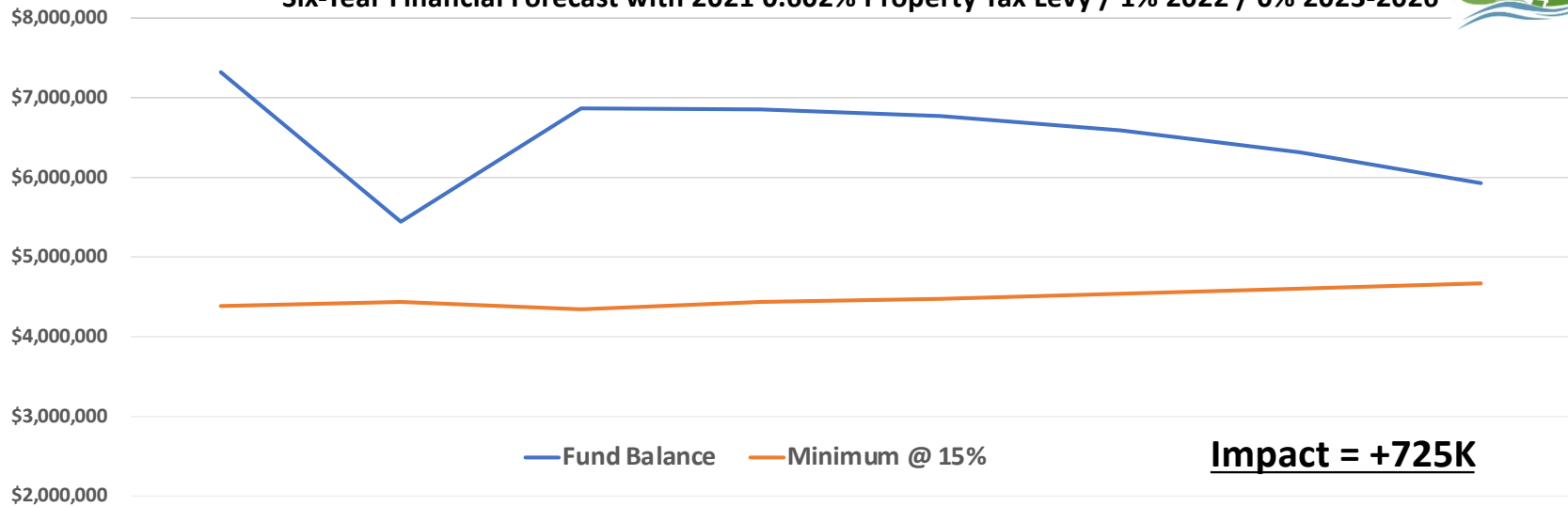


**Impact = +302K**

Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,423,798	\$ 4,451,238	\$ 4,513,054	\$ 4,577,299	\$ 4,644,084
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,775,191	\$ 6,606,426	\$ 6,342,396	\$ 5,976,889	\$ 5,504,267
\$-								
Impact			\$ 48,285	\$ 96,571	\$ 146,025	\$ 196,689	\$ 248,607	\$ 301,826

## General Fund Reserves – Property Tax

Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 1% 2022 / 0% 2023-2026



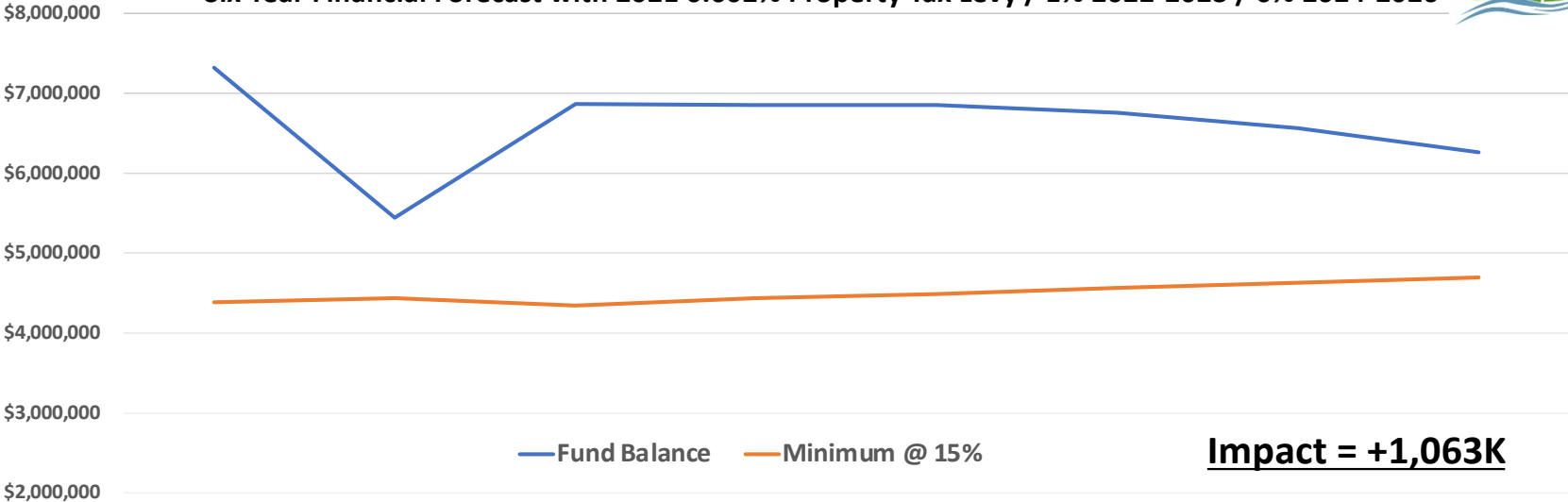
Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,435,902	\$ 4,475,732	\$ 4,538,129	\$ 4,602,969	\$ 4,670,363
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,855,883	\$ 6,769,723	\$ 6,590,257	\$ 6,311,320	\$ 5,927,321
\$-		Impact	\$ 48,285	\$ 177,263	\$ 309,322	\$ 444,550	\$ 583,038	\$ 724,880



# General Fund Reserves – Property Tax



Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 1% 2022-2023 / 0% 2024-2026

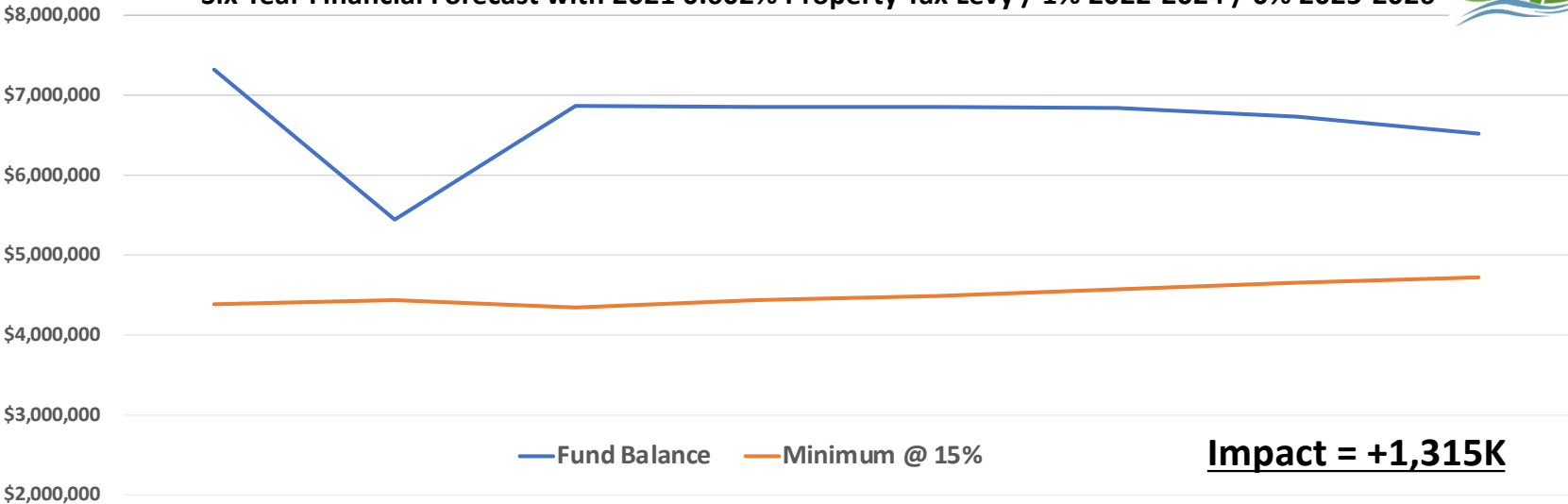


Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,435,902	\$ 4,487,957	\$ 4,562,869	\$ 4,628,295	\$ 4,696,289
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,855,883	\$ 6,851,221	\$ 6,755,186	\$ 6,561,659	\$ 6,265,096
\$-		Impact	\$ 48,285	\$ 177,263	\$ 390,820	\$ 609,479	\$ 833,377	\$ 1,062,655

# General Fund Reserves – Property Tax



Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 1% 2022-2024 / 0% 2025-2026

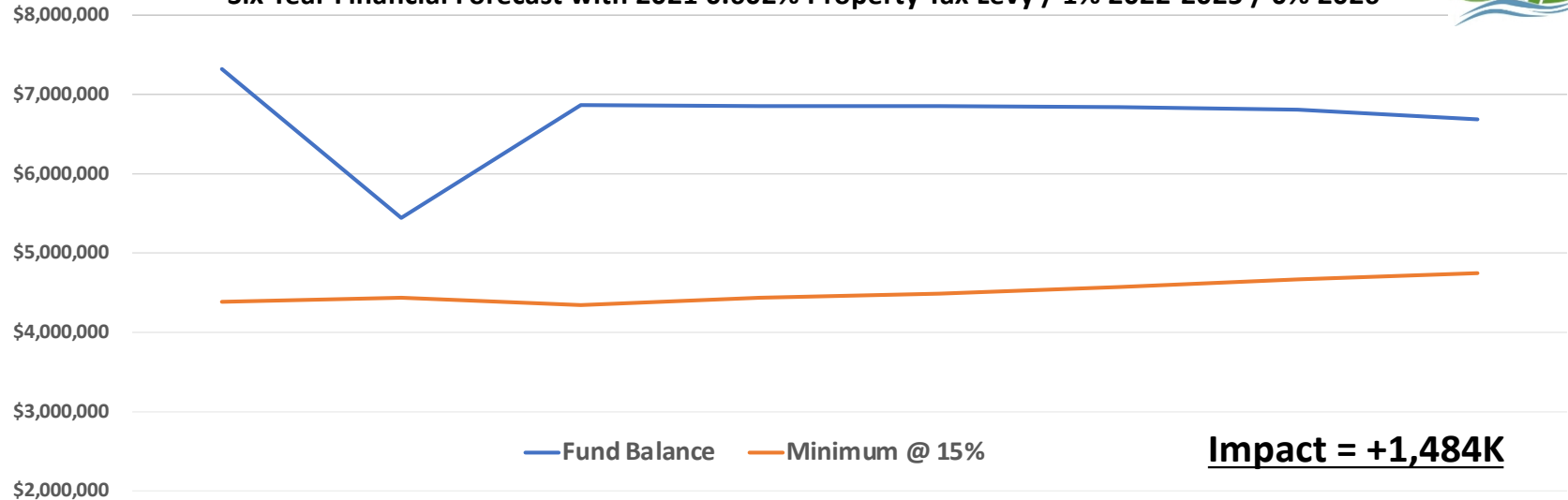


Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,435,902	\$ 4,487,957	\$ 4,575,216	\$ 4,653,282	\$ 4,721,869
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,855,883	\$ 6,851,221	\$ 6,837,500	\$ 6,728,238	\$ 6,517,939
\$-		Impact	\$ 48,285	\$ 177,263	\$ 390,820	\$ 691,793	\$ 999,956	\$ 1,315,498



# General Fund Reserves – Property Tax

Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 1% 2022-2025 / 0% 2026

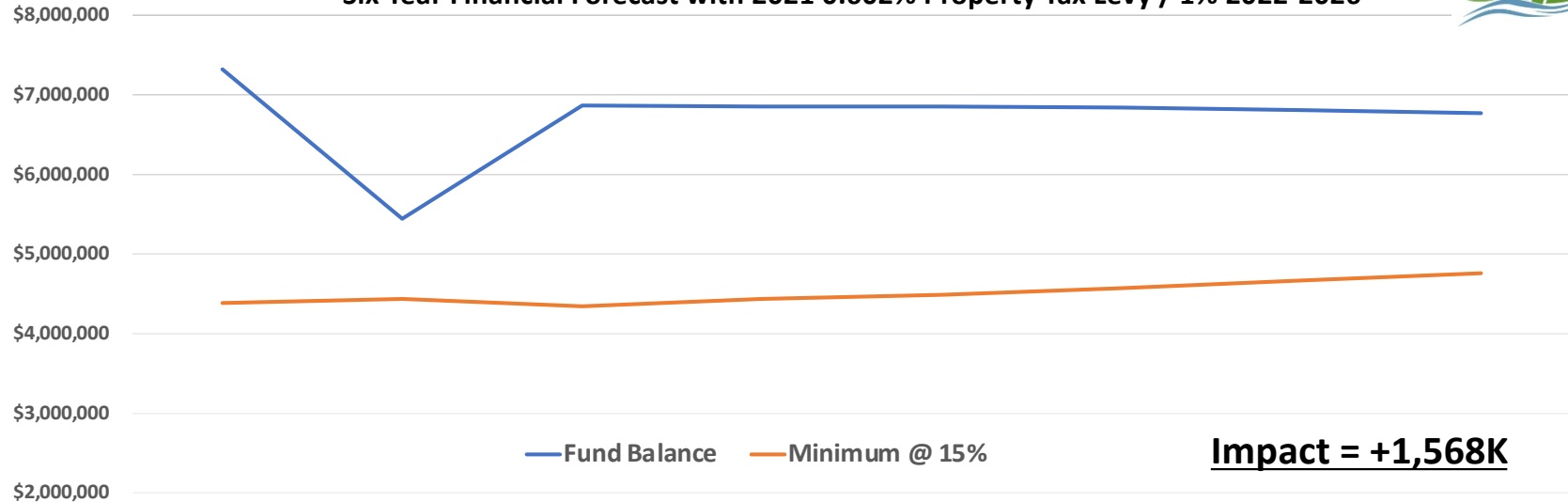


Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,435,902	\$ 4,487,957	\$ 4,575,216	\$ 4,665,753	\$ 4,747,106
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,855,883	\$ 6,851,221	\$ 6,837,500	\$ 6,811,375	\$ 6,686,183
\$-		Impact	\$ 48,285	\$ 177,263	\$ 390,820	\$ 691,793	\$ 1,083,093	\$ 1,483,742



# General Fund Reserves – Property Tax

Six-Year Financial Forecast with 2021 0.602% Property Tax Levy / 1% 2022-2026



Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,344,686	\$ 4,435,902	\$ 4,487,957	\$ 4,575,216	\$ 4,665,753	\$ 4,759,701
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,866,005	\$ 6,855,883	\$ 6,851,221	\$ 6,837,500	\$ 6,811,375	\$ 6,770,151
\$-		Impact	\$ 48,285	\$ 177,263	\$ 390,820	\$ 691,793	\$ 1,083,093	\$ 1,567,710



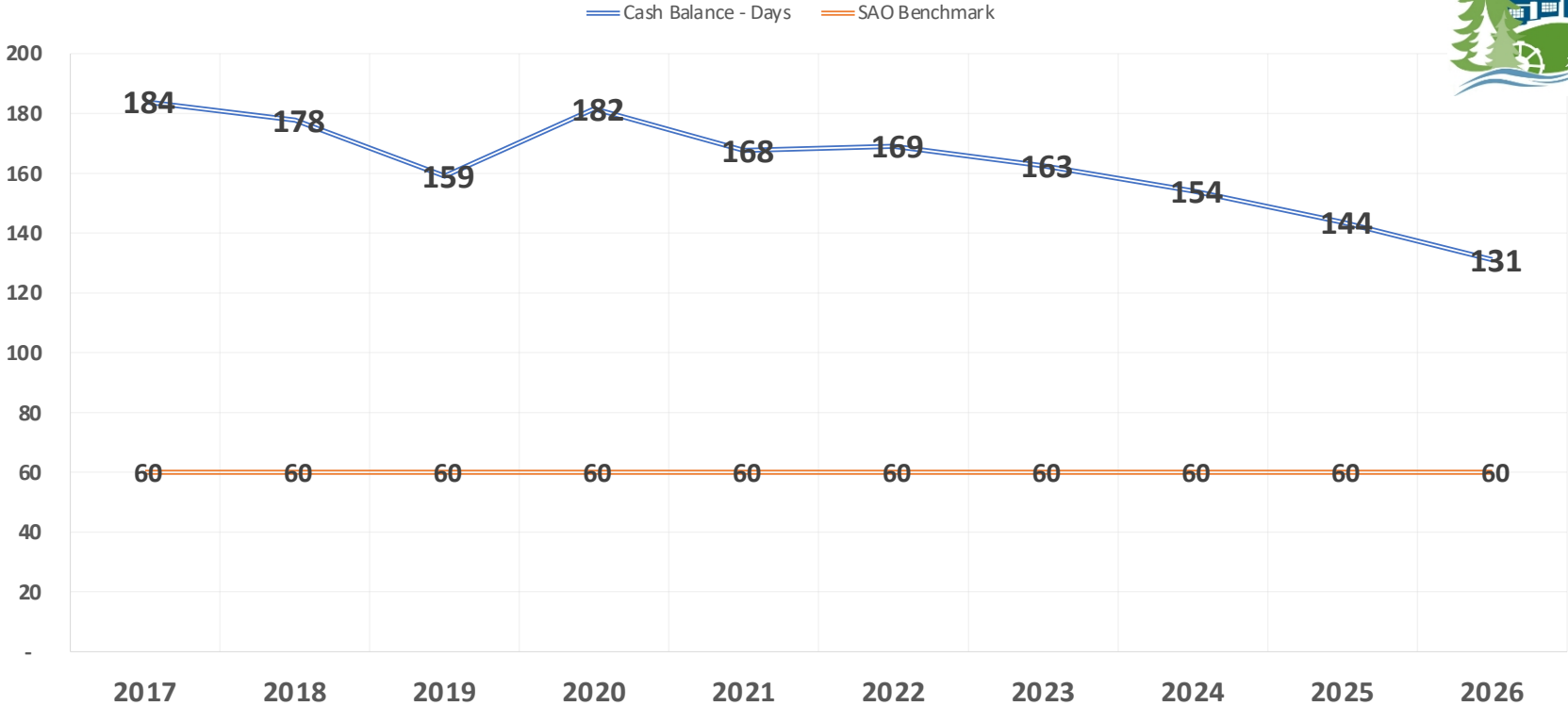
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**City of Mill Creek**

**2021-2022 Budget – Financial Benchmarks**

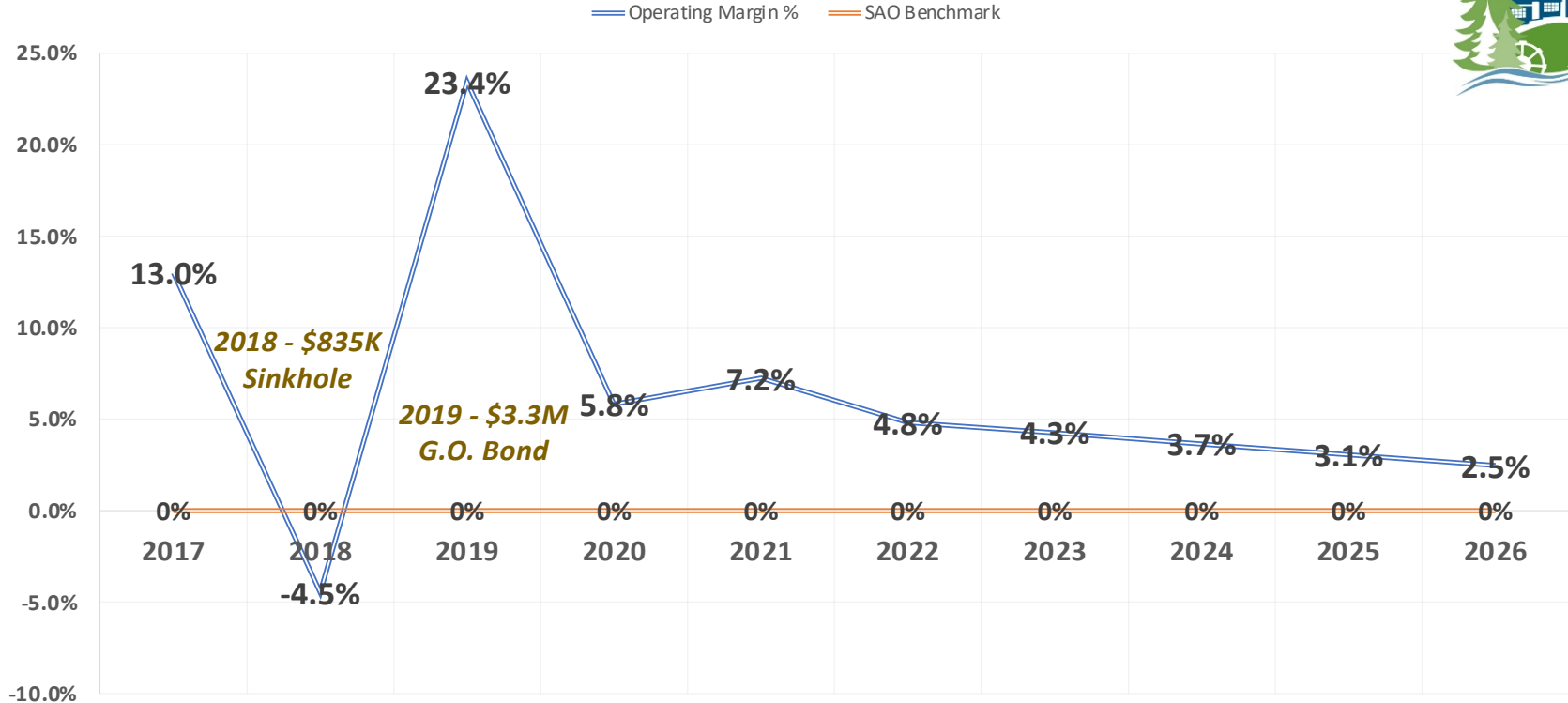
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### Cash Balance Sufficiency



*Cash and investments that may be drawn on in times of need or shortfall. This ratio shows the number of days that the general fund could operate solely on its ending cash and investments balance.*

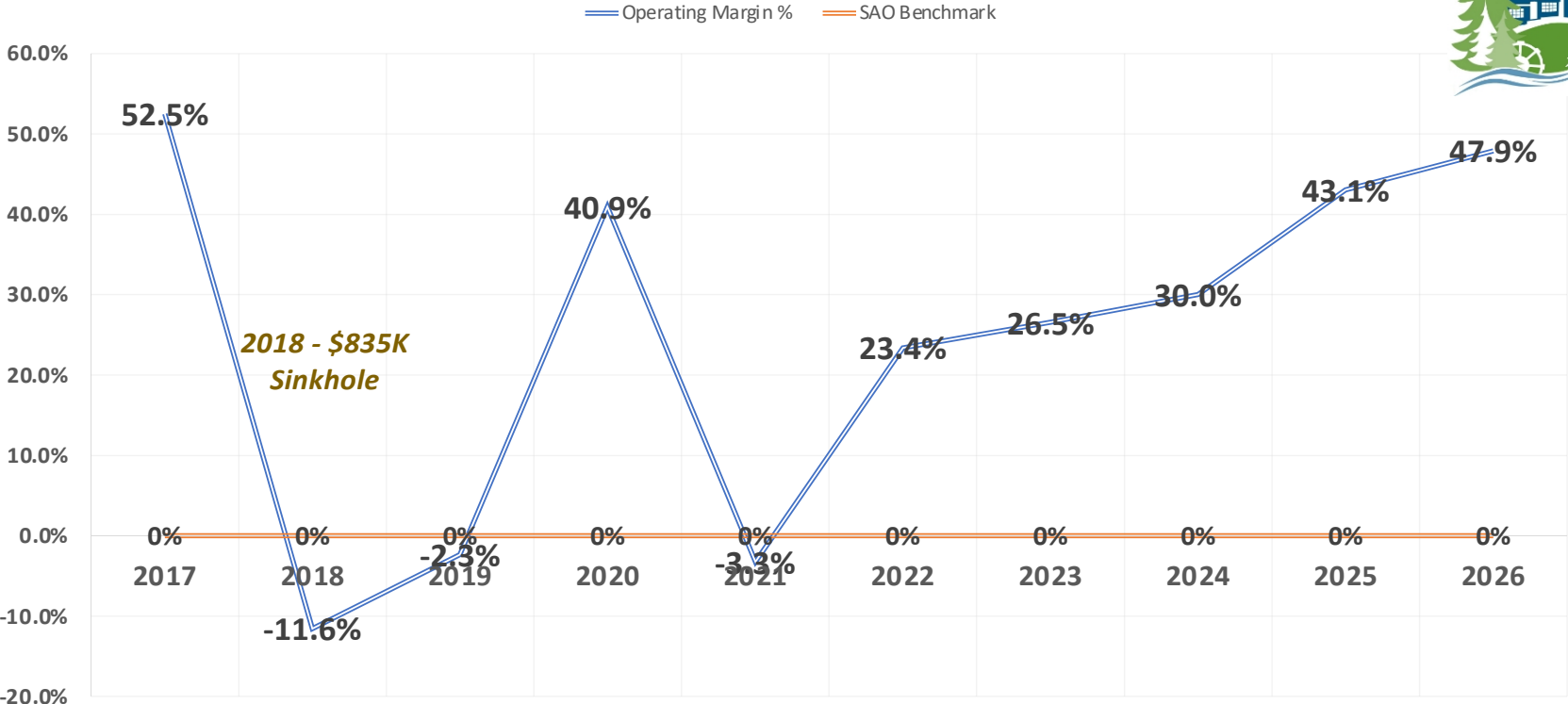
# Governmental Funds Operating Margin



*This ratio shows the margin between money received and money spent. (Figures exclude payments for capital improvements.)*

*Positive margins suggest that receipts were sufficient to cover operational spending, leaving additional funds to contribute toward capital outlays, transfers, increases in fund balances or other uses.*

# Surface Water Operational Fund Operating Margin

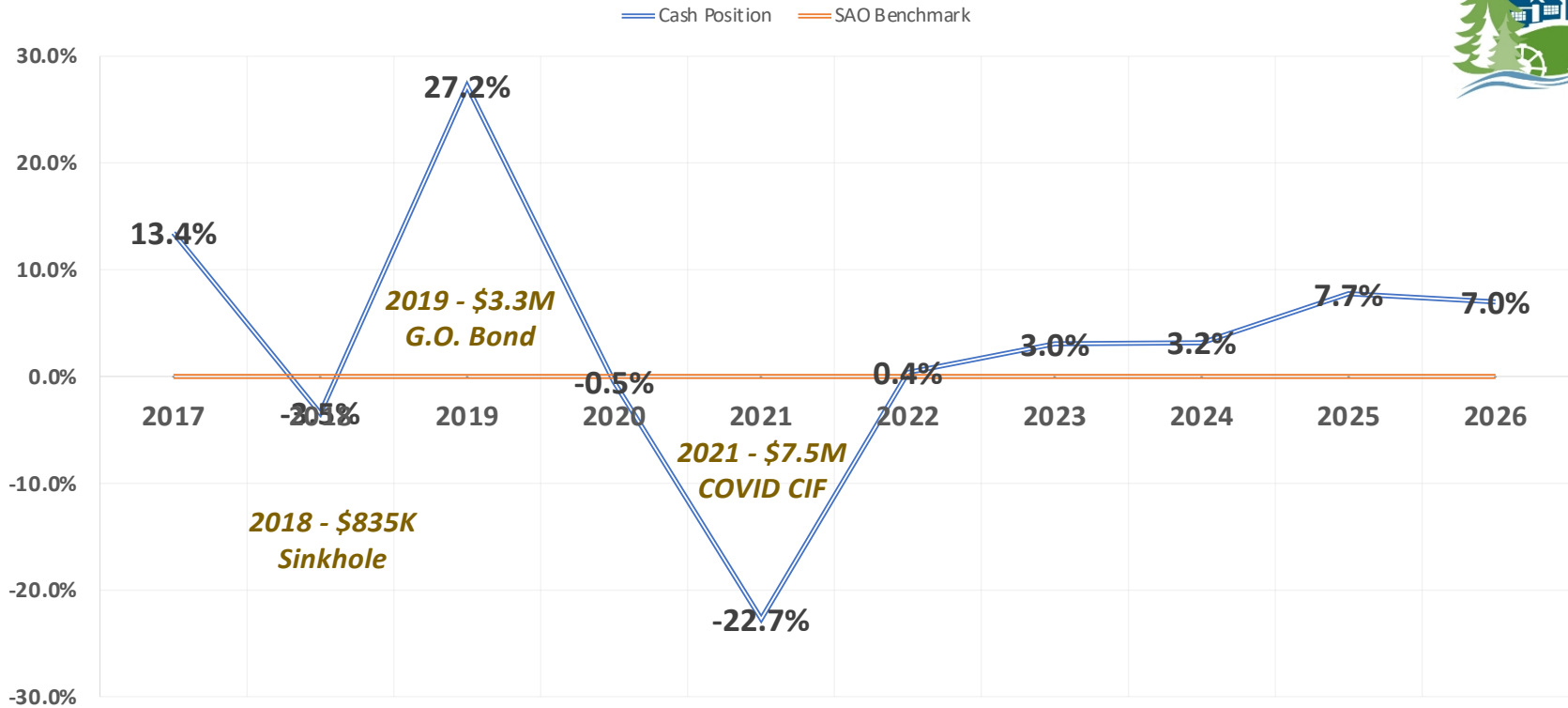


*This ratio shows the margin between money received and money spent. (Figures exclude transfers)*

*Positive margins suggest that receipts were sufficient to cover operational spending, leaving additional funds to contribute toward capital outlays, transfers, increases in fund balances or other uses.*



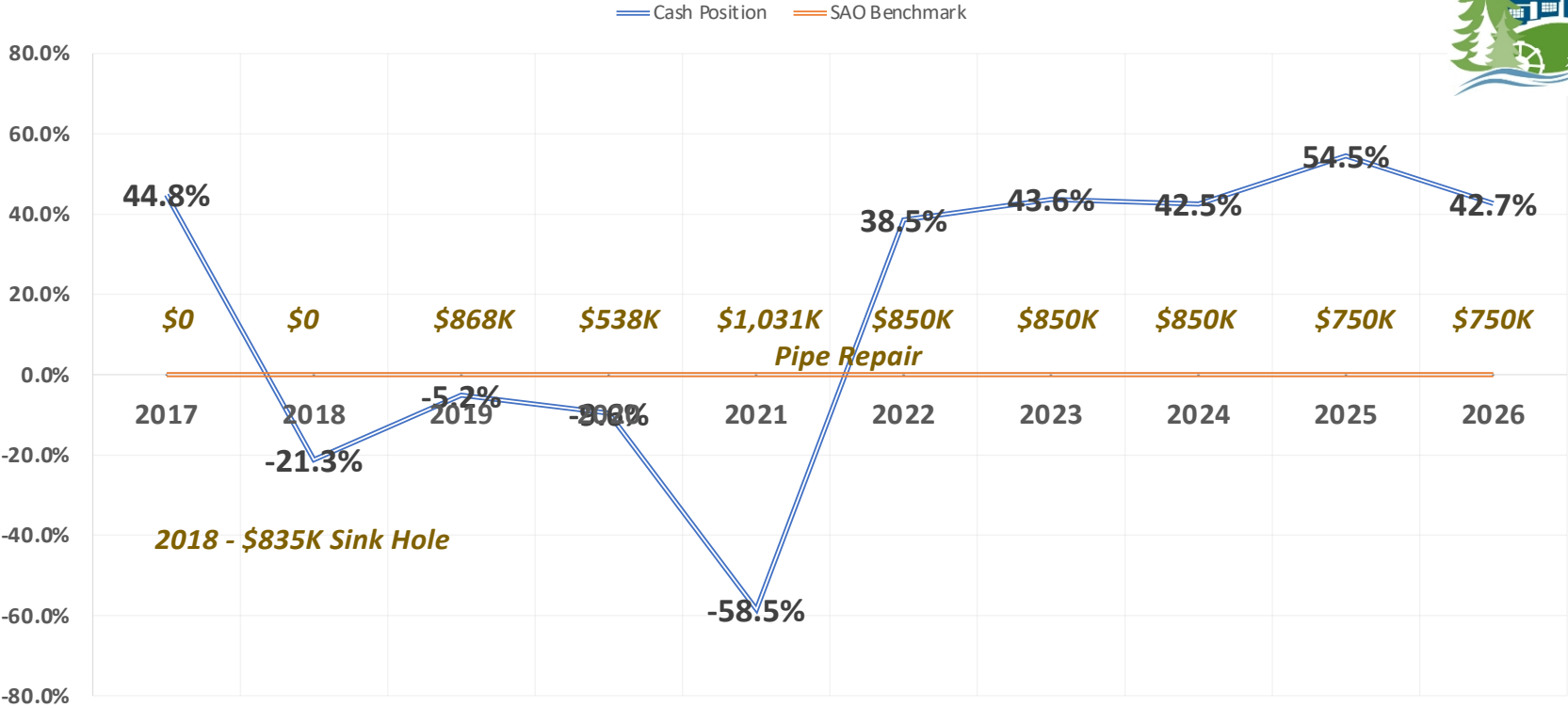
# Change in Governmental Funds Cash Position



*This ratio shows the percent change in ending cash and investments compared to earlier years for all governmental funds combined.*

*Unlike the Operating Margin, this figure includes all changes to cash position.*

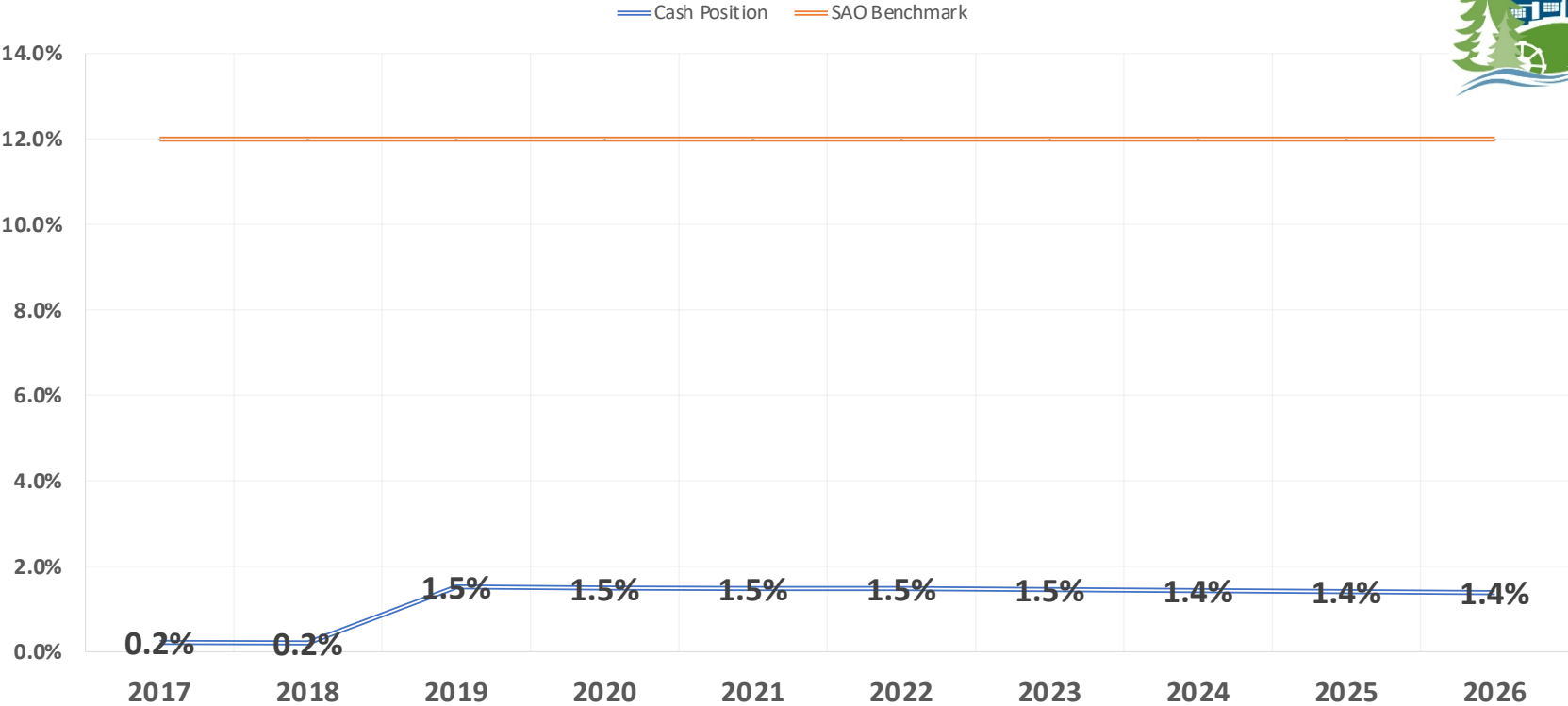
# Change in Surface Water Fund Cash Position



*This ratio shows the percent change in ending cash and investments compared to earlier years for all governmental funds combined.*

*Unlike the Operating Margin, this figure includes all changes to cash position.*

# Debt Load



*This ratio shows the percent of the total governmental fund revenues that are used to pay the principal and interest on loans and other debt.*



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**City of Mill Creek**

**2021-2022 Budget – Proposed**

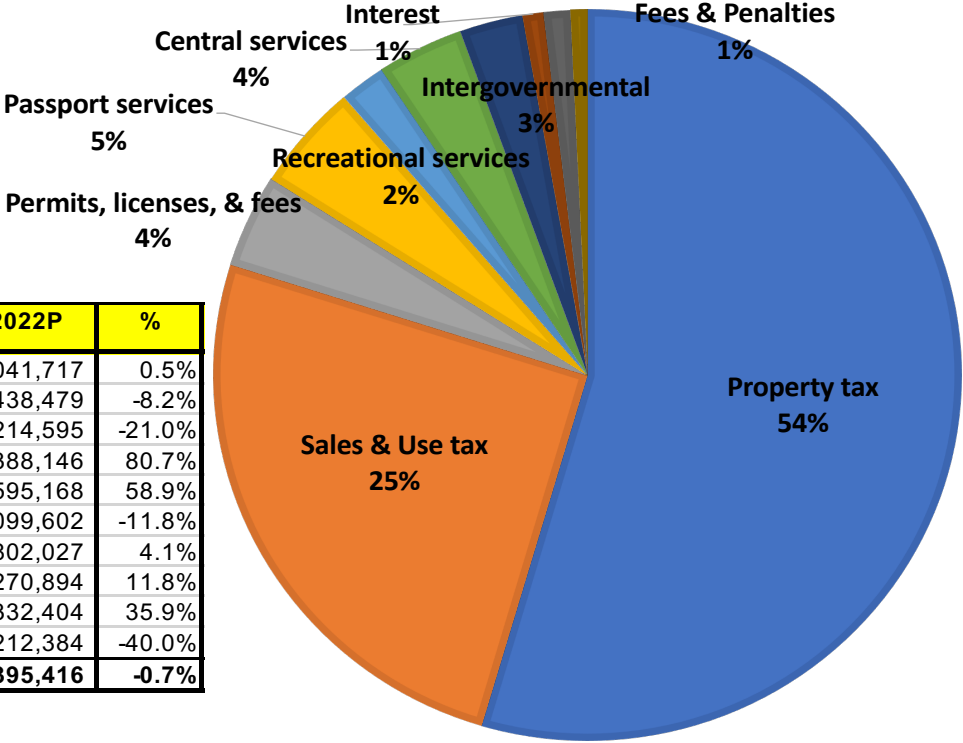
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2021-2022 Proposed General Fund Revenues

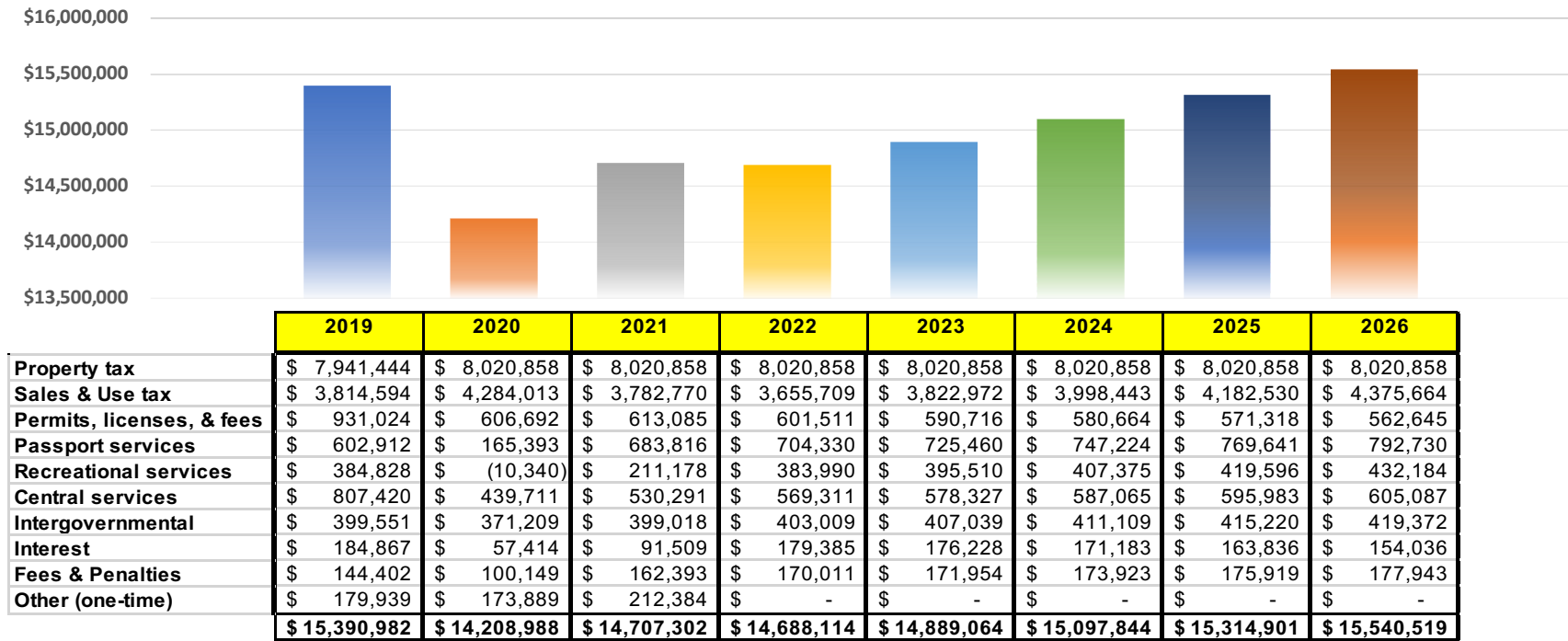


Description	2019/2020T	2021/2022P	%
Property tax	\$ 15,962,302	\$ 16,041,717	0.5%
Sales & Use tax	\$ 8,098,607	\$ 7,438,479	-8.2%
Permits, licenses, & fees	\$ 1,537,716	\$ 1,214,595	-21.0%
Passport services	\$ 768,305	\$ 1,388,146	80.7%
Recreational services	\$ 374,488	\$ 595,168	58.9%
Central services	\$ 1,247,131	\$ 1,099,602	-11.8%
Intergovernmental	\$ 770,760	\$ 802,027	4.1%
Interest	\$ 242,281	\$ 270,894	11.8%
Fees & Penalties	\$ 244,551	\$ 332,404	35.9%
Other (one-time)	\$ 353,828	\$ 212,384	-40.0%
Revenue	\$ 29,599,970	\$ 29,395,416	-0.7%





## 2021 – 2022 Proposed General Fund Revenues

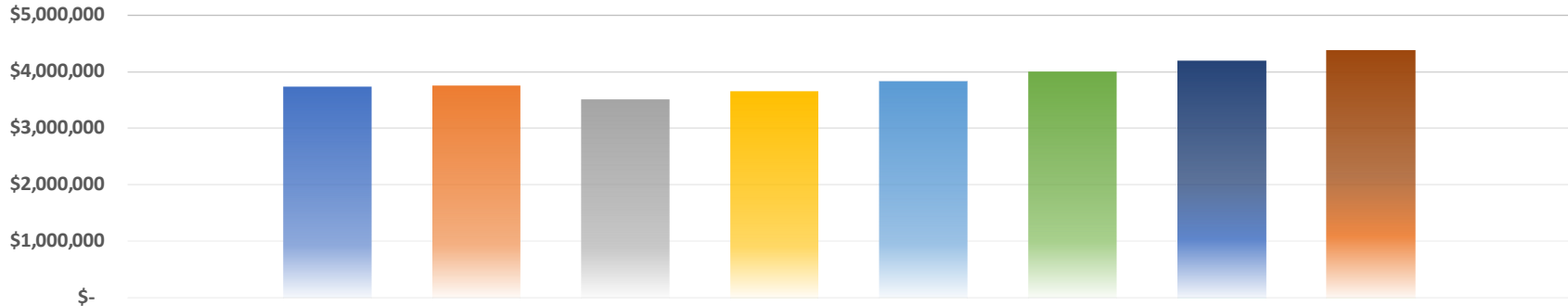


## Estimates Sales & Use Tax Revenues “The Farm”



- One-time Sales and Use Tax Estimated at ~\$900,000
  - 2019 \$ 88,000
  - 2020 \$528,000
  - 2021 \$284,000

### Adjusted Sales & Use Tax Revenues less “The Farm”



	2019	2020	2021	2022	2023	2024	2025	2026
<b>Sales &amp; Use Tax (less Farm)</b>	\$ 3,726,594	\$ 3,756,013	\$ 3,498,770	\$ 3,655,709	\$ 3,822,972	\$ 3,998,443	\$ 4,182,530	\$ 4,375,664
<b>Annual Change %</b>		0.8%	-6.8%	4.5%	4.6%	4.6%	4.6%	4.6%

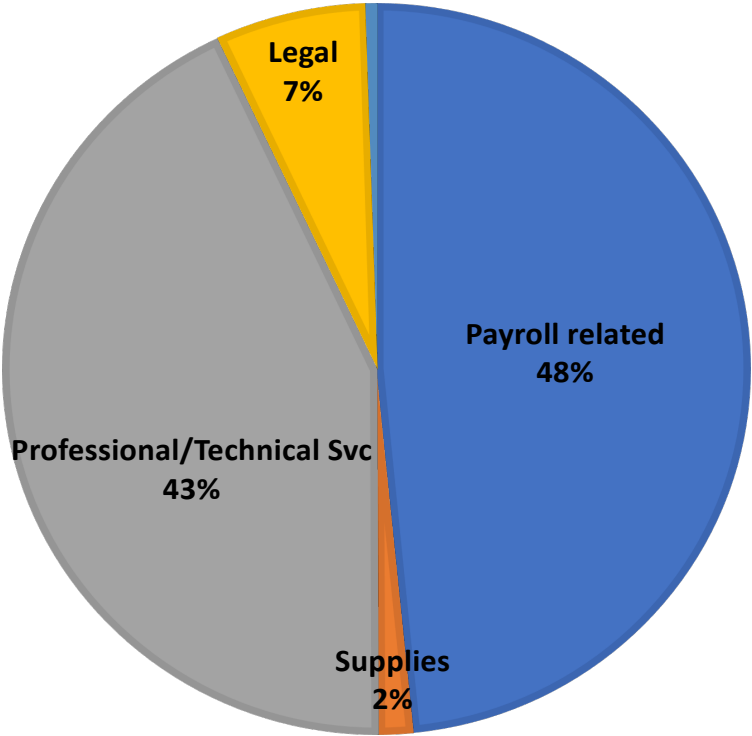






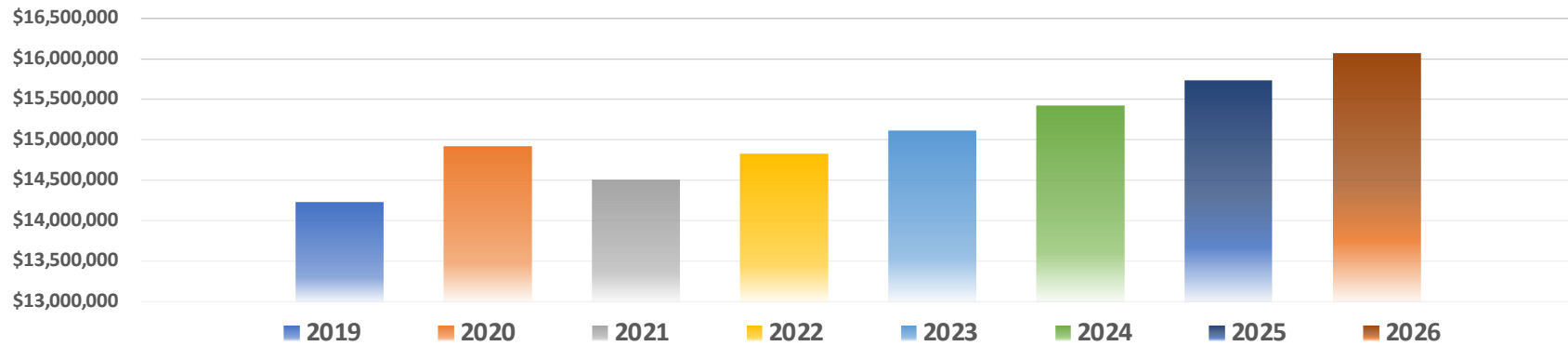
2021-2022 Proposed General Fund Expenses - Category

Description	2019/2020T	2021/2022P	%
Payroll related	\$ 13,638,060	\$ 14,206,945	4.2%
Supplies	\$ 419,388	\$ 440,073	4.9%
Professional/Technical Svc	\$ 12,424,374	\$ 12,632,114	1.7%
Legal	\$ 2,584,801	\$ 1,909,200	-26.1%
Capital Outlays	\$ 69,344	\$ 142,700	105.8%
Debt Service	\$ -	\$ -	
Expense	\$ 29,135,967	\$ 29,331,031	0.7%



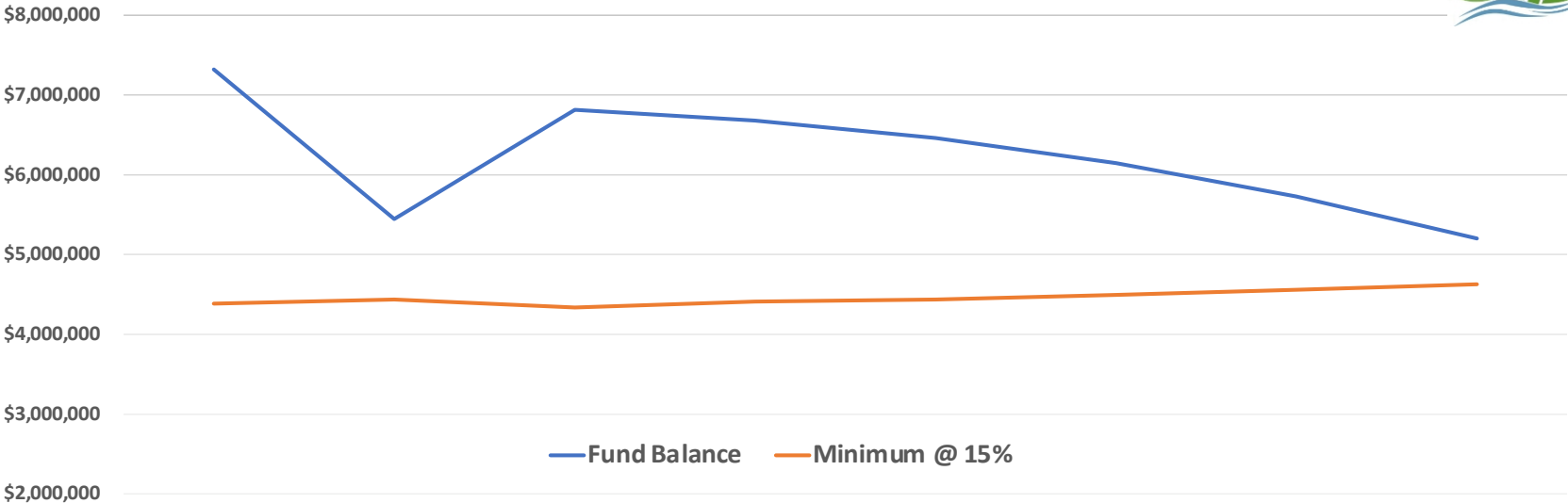


## 2021 – 2022 Proposed General Fund Expenses



Description	2019	2020	2021	2022	2023	2024	2025	2026
Legislative	\$ 120,960	\$ 64,824	\$ 78,886	\$ 79,345	\$ 79,811	\$ 80,283	\$ 80,763	\$ 81,251
City Manager	\$ 729,214	\$ 2,002,688	\$ 1,283,053	\$ 1,232,555	\$ 1,188,982	\$ 1,151,686	\$ 1,120,088	\$ 1,093,665
Finance & Admin	\$ 678,780	\$ 630,988	\$ 689,968	\$ 705,854	\$ 722,116	\$ 738,764	\$ 755,807	\$ 773,255
Marketing & Communication	\$ 464,958	\$ 261,340	\$ 310,995	\$ 317,663	\$ 324,481	\$ 331,453	\$ 338,581	\$ 345,871
Information Technology	\$ 432,978	\$ 393,881	\$ 393,724	\$ 400,985	\$ 408,389	\$ 415,939	\$ 423,637	\$ 431,488
Human Resources	\$ 151,126	\$ 13,750	\$ 9,437	\$ 9,579	\$ 9,723	\$ 9,868	\$ 10,016	\$ 10,167
City Clerk	\$ 136,164	\$ 86,338	\$ 134,367	\$ 137,655	\$ 141,025	\$ 144,478	\$ 148,017	\$ 151,642
Police Department	\$ 5,179,002	\$ 5,165,513	\$ 5,487,597	\$ 5,578,839	\$ 5,694,514	\$ 5,823,438	\$ 5,955,384	\$ 6,090,424
Fire Safety	\$ 3,930,745	\$ 4,029,015	\$ 4,129,741	\$ 4,336,227	\$ 4,466,314	\$ 4,600,303	\$ 4,738,312	\$ 4,880,462
City Hall (non-dept - incl transfers)	\$ 302,565	\$ 327,694	\$ 328,039	\$ 333,178	\$ 338,401	\$ 343,709	\$ 349,104	\$ 354,586
Planning	\$ 689,901	\$ 841,429	\$ 565,174	\$ 578,018	\$ 591,164	\$ 604,619	\$ 618,390	\$ 632,485
Public Works	\$ 1,068,415	\$ 896,333	\$ 881,582	\$ 901,027	\$ 920,919	\$ 941,269	\$ 962,088	\$ 983,386
Recreation	\$ 335,836	\$ 201,530	\$ 211,254	\$ 216,288	\$ 221,445	\$ 226,727	\$ 232,137	\$ 237,679
<b>Expense</b>	<b>\$ 14,220,644</b>	<b>\$ 14,915,323</b>	<b>\$ 14,503,817</b>	<b>\$ 14,827,214</b>	<b>\$ 15,107,284</b>	<b>\$ 15,412,538</b>	<b>\$ 15,732,326</b>	<b>\$ 16,066,361</b>

# General Fund Reserves



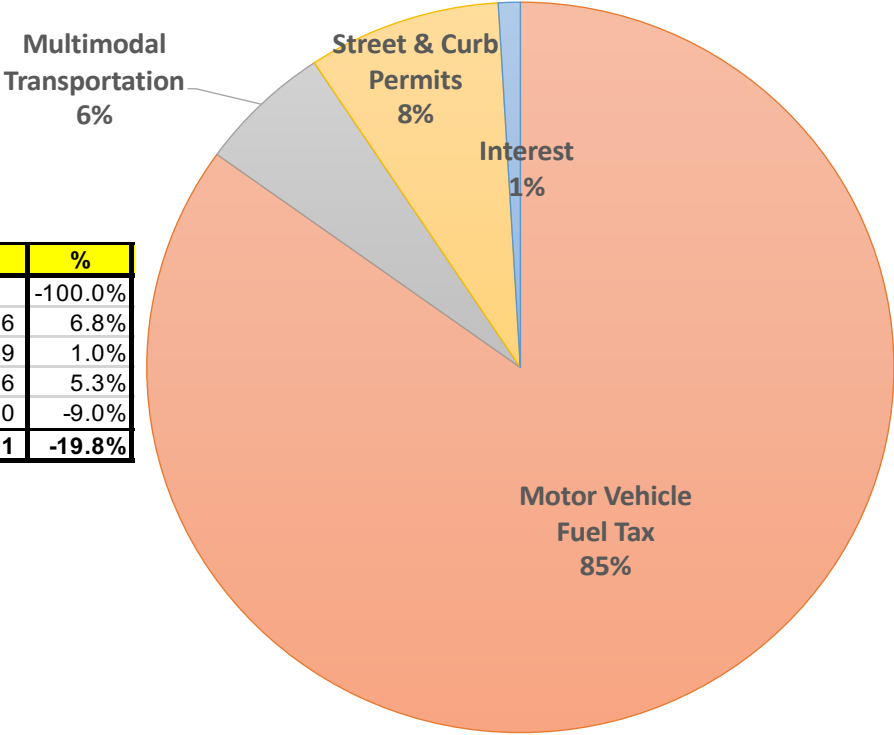
Description	2019	2020	2021	2022	2023	2024	2025	2026
Minimum @ 15%	\$ 4,384,635	\$ 4,439,995	\$ 4,337,443	\$ 4,409,312	\$ 4,436,577	\$ 4,498,036	\$ 4,561,912	\$ 4,628,313
Fund Balance	\$ 7,320,570	\$ 5,443,898	\$ 6,817,720	\$ 6,678,620	\$ 6,460,401	\$ 6,145,707	\$ 5,728,282	\$ 5,202,441



2021-2022 Proposed Street Fund Revenues

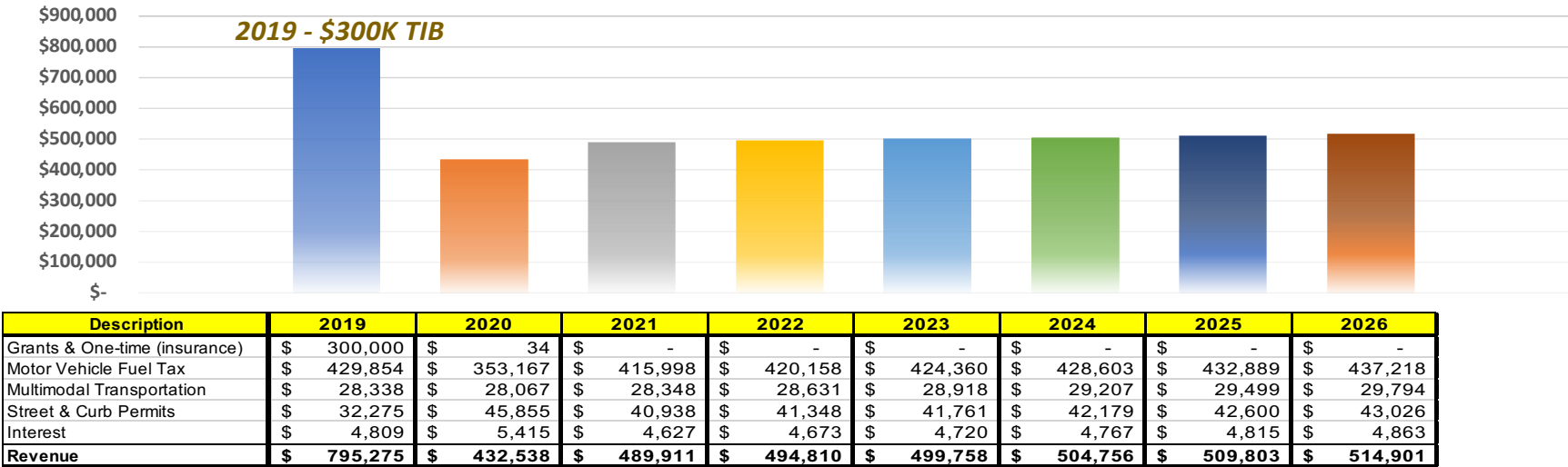


Description	2019/2020T	2021/2022P	%
Grants & One-time (insurance)	\$ 300,034	\$ -	-100.0%
Motor Vehicle Fuel Tax	\$ 783,020	\$ 836,156	6.8%
Multimodal Transportation	\$ 56,405	\$ 56,979	1.0%
Street & Curb Permits	\$ 78,130	\$ 82,286	5.3%
Interest	\$ 10,224	\$ 9,300	-9.0%
Revenue	\$ 1,227,813	\$ 984,721	-19.8%

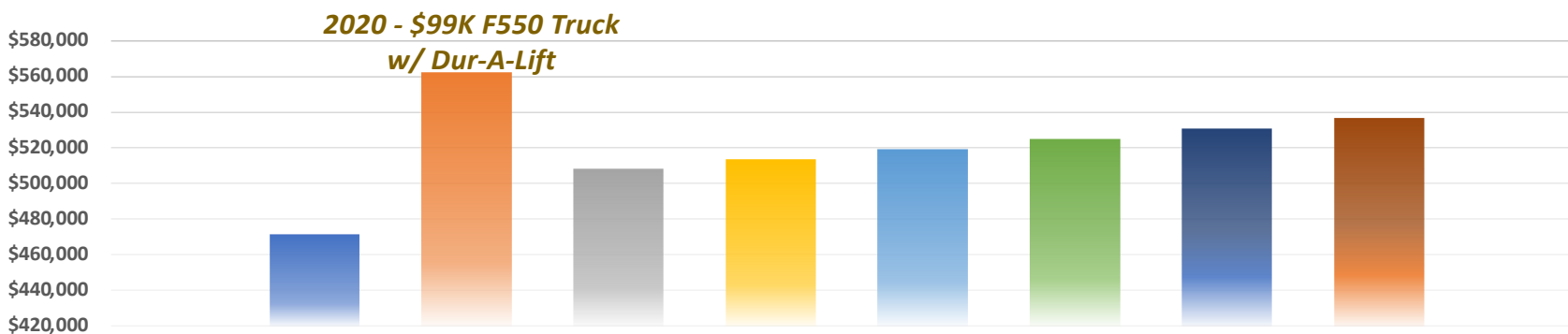




2021 – 2022 Proposed Street Fund Revenues

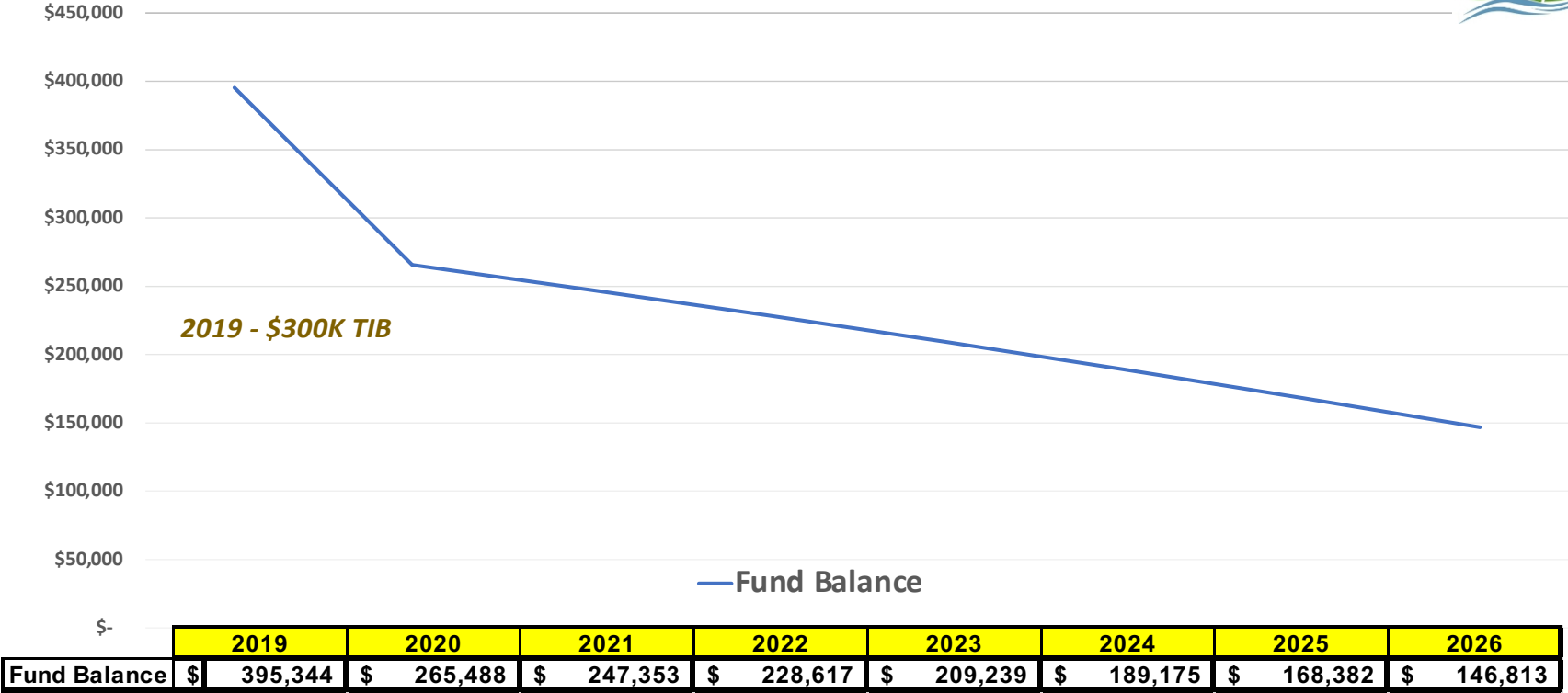


## 2021 – 2022 Proposed Street Fund Expenses



Description	2019	2020	2021	2022	2023	2024	2025	2026
Payroll related	\$ 158,463	\$ 126,081	\$ 94,656	\$ 97,022	\$ 99,448	\$ 101,934	\$ 104,482	\$ 107,094
Supplies	\$ 22,972	\$ 10,023	\$ 15,715	\$ 15,872	\$ 16,031	\$ 16,191	\$ 16,353	\$ 16,516
Professional/Technical Svc	\$ 84,474	\$ 115,308	\$ 104,869	\$ 105,918	\$ 106,977	\$ 108,047	\$ 109,128	\$ 110,219
Capital Outlays	\$ 14,915	\$ 132,553	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Repair & Maint	\$ 32,115	\$ 30,663	\$ 36,318	\$ 36,681	\$ 37,048	\$ 37,418	\$ 37,793	\$ 38,170
Utilities (St. Lighting & Irrigation)	\$ 158,486	\$ 147,766	\$ 156,488	\$ 158,053	\$ 159,633	\$ 161,229	\$ 162,842	\$ 164,470
<b>Expense</b>	<b>\$ 471,426</b>	<b>\$ 562,395</b>	<b>\$ 508,045</b>	<b>\$ 513,546</b>	<b>\$ 519,136</b>	<b>\$ 524,820</b>	<b>\$ 530,597</b>	<b>\$ 536,470</b>

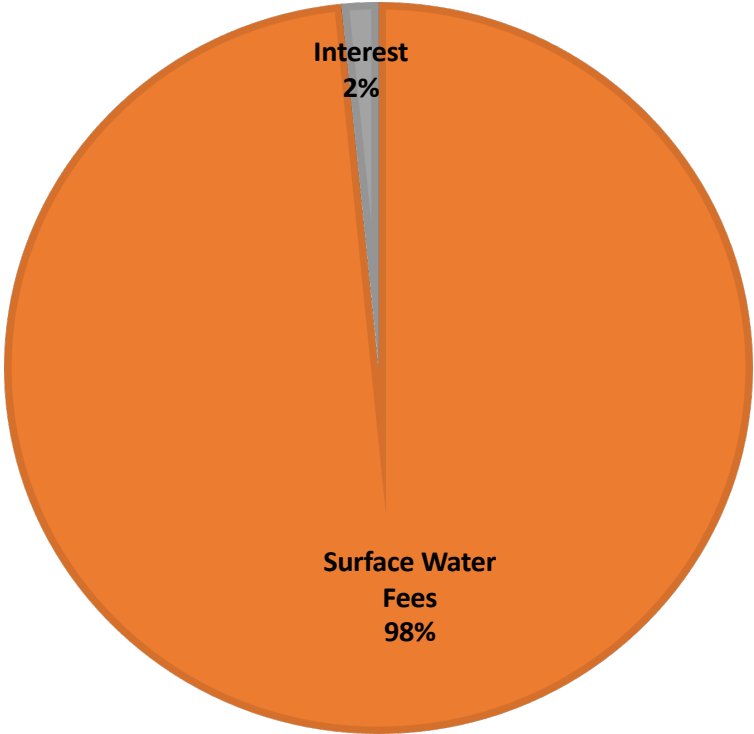
# Street Fund Reserves





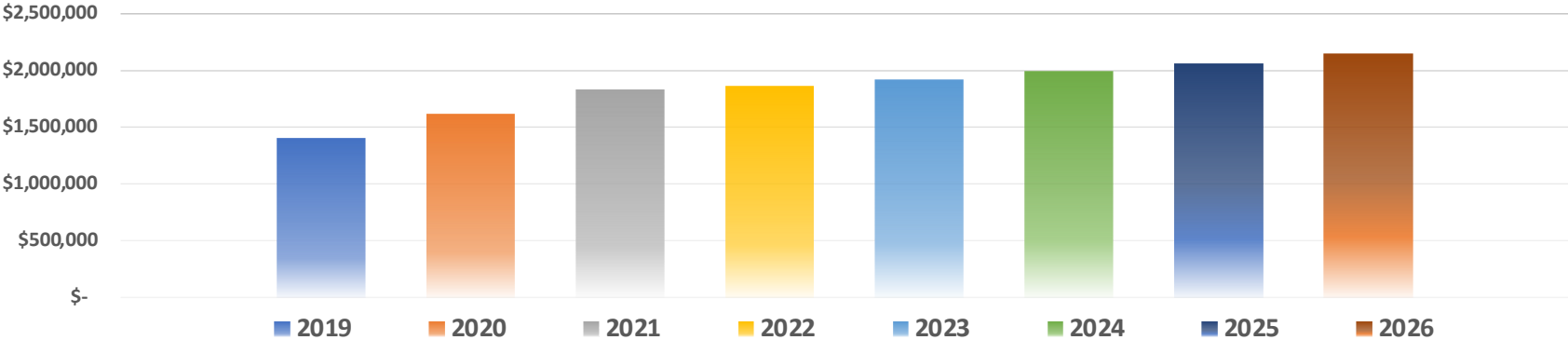
2021-2022 Proposed Surface Water Fund Revenues

Description	2019/2020T	2021/2022P	%
Grants & One-time	\$ 3,598	\$ -	-100.0%
Surface Water Fees	\$ 2,929,417	\$ 3,630,232	23.9%
Interest	\$ 85,084	\$ 58,113	-31.7%
Revenue	\$ 3,018,098	\$ 3,688,345	22.2%



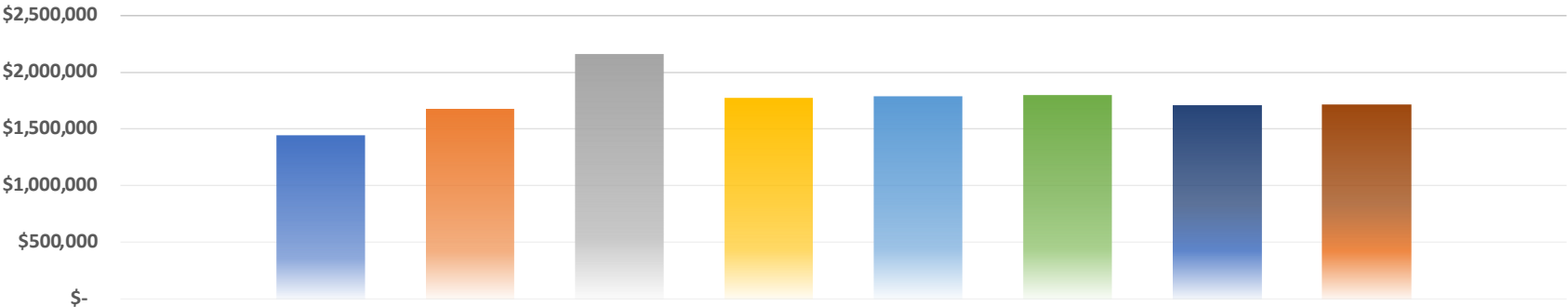


2021 – 2022 Proposed Surface Water Fund Revenues



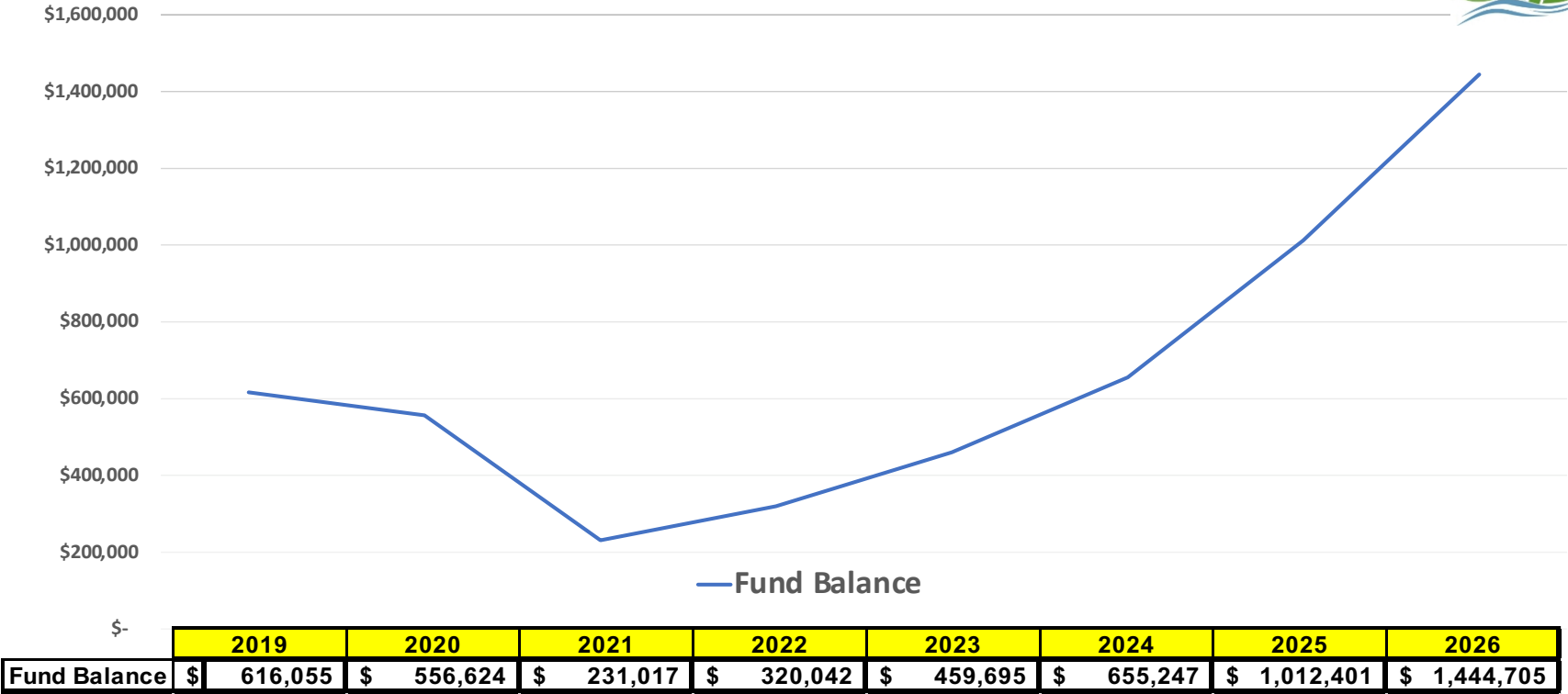
Description	2019	2020	2021	2022	2023	2024	2025	2026
Grants & One-time	\$ -	\$ 3,598	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Surface Water Fees	\$ 1,364,661	\$ 1,564,755	\$ 1,788,292	\$ 1,841,940	\$ 1,897,199	\$ 1,954,115	\$ 2,012,738	\$ 2,073,120
Interest	\$ 39,631	\$ 45,453	\$ 41,068	\$ 17,045	\$ 23,613	\$ 33,917	\$ 48,345	\$ 74,696
Revenue	\$ 1,404,292	\$ 1,613,806	\$ 1,829,360	\$ 1,858,985	\$ 1,920,811	\$ 1,988,031	\$ 2,061,083	\$ 2,147,816

2021 – 2022 Proposed Surface Water Fund Expenses



Description	2019	2020	2021	2022	2023	2024	2025	2026
Payroll related	\$ 177,863	\$ 101,023	\$ 307,199	\$ 314,879	\$ 322,751	\$ 330,819	\$ 339,090	\$ 347,567
Supplies	\$ 8,475	\$ 13,541	\$ 13,676	\$ 13,813	\$ 13,951	\$ 14,091	\$ 14,232	\$ 14,374
Professional/Technical	\$ 73,127	\$ 113,942	\$ 115,082	\$ 116,233	\$ 117,395	\$ 118,569	\$ 119,755	\$ 120,952
Capital Outlays	\$ 868,173	\$ 538,434	\$ 1,030,893	\$ 850,000	\$ 850,000	\$ 850,000	\$ 750,000	\$ 750,000
Tools & Repair & Maint	\$ 22,808	\$ 132,538	\$ 133,863	\$ 135,202	\$ 136,554	\$ 137,919	\$ 139,299	\$ 140,692
Extraordinary Repairs	\$ 38,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 222,573	\$ 750,261	\$ 527,961	\$ 312,837	\$ 312,787	\$ 312,616	\$ 312,323	\$ 311,907
Training	\$ 9,636	\$ 4,225	\$ 4,267	\$ 4,310	\$ 4,353	\$ 4,396	\$ 4,440	\$ 4,485
Excise Tax	\$ 16,520	\$ 19,273	\$ 22,027	\$ 22,687	\$ 23,368	\$ 24,069	\$ 24,791	\$ 25,535
Expense	\$ 1,437,921	\$ 1,673,237	\$ 2,154,967	\$ 1,769,960	\$ 1,781,158	\$ 1,792,479	\$ 1,703,929	\$ 1,715,511

# Surface Water Fund Reserves



### Mill Creek 2021-2022 Budget – Proposed Council Contingency Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$1,376	\$414	\$0	\$0
Expense	\$249	\$1,541	\$0	\$0
Reserve	\$1,127	\$0	\$0	\$0

Mill Creek 2021-2022 Budget – Proposed  
Municipal Arts Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$3,275	\$28,215	\$638	\$638
Expense	\$13,851	\$30,194	\$5,000	\$5,000
Reserve	\$32,896	\$30,917	\$26,555	\$22,192

- 2020 Expense includes \$25,000 Hist Preservation

Mill Creek 2021-2022 Budget – Proposed  
Paths and Trails Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$2,024	\$1,374	\$1,408	\$1,443
Expense	\$48	\$10,000	\$0	\$0
Reserve	\$15,443	\$6,817	\$8,225	\$9,669

- 2020 Expense includes Trail Preservation

Mill Creek 2021-2022 Budget – Proposed  
Drug Buy Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$10,843	\$0	\$3,707	\$3,707
Expense	\$5,414	\$15,385	\$3,707	\$3,707
Reserve	\$21,235	\$5,850	\$5,850	\$5,850

- Expenses for investigation supplies and costs

Mill Creek 2021-2022 Budget – Proposed  
City Hall North Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$199,041	\$173,969	\$176,874	\$178,712
Expense	\$137,305	\$639,224	\$131,133	\$134,207
Reserve	\$601,162	\$135,907	\$181,648	\$226,154

- 2020 Expense includes \$440K transfer to CIP – Roof
- 2020 Expense includes \$80K transfer to CIP - HVAC



### Mill Creek 2021-2022 Budget – Proposed Debt Service Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$0	\$548,571	\$263,833	\$263,124
Expense	\$296,067	\$264,958	\$263,833	\$263,124
Reserve	(\$283,613)	\$0	\$0	\$0

- 2019 expense includes General Obligation Bond primarily for Surface Water capital
- 2020 – 2022 expense includes General Obligation Bond

Mill Creek 2021-2022 Budget – Proposed  
Local Revitalization Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$27,518	\$25,545	\$25,545	\$25,545
Expense	\$0	\$0	\$0	\$0
Reserve	\$153,482	\$179,027	\$204,572	\$230,117

○ Revenue from Property Tax

Mill Creek 2021-2022 Budget – Proposed  
Real Estate Excise Tax (REET) Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$1,977,967	\$1,294,837	\$1,261,514	\$1,286,744
Expense	\$994,918	\$4,496,723	\$0	\$0
Reserve	\$4,408,922	\$1,207,036	\$2,468,549	\$3,755,293

- **Cautious** 2021 – 2022 Revenue
- 2019 - 2020 Expense includes \$1,121,000 transfer to Parks
- 2019 - 2020 Expense includes \$3,545,000 transfer to Road Improvement
- 2019 - 2020 Expense includes \$805,000 transfer to CIP

## 2021 – 2026 Capital Improvement Plan (CIP)

- CIP for 2021 to 2026 includes ongoing programs and specific projects
  - Programs typically funded at a similar run rate every year
  - Projects are funded and timed according to scope of work done, funding availability, and staff capacity
- City staff will present for discussion the proposed CIP in more detail at the November 10 Council meeting
- Fund balances on following slides are using 2019-2024 CIP assumptions for general “sizing”, but all projects and programs are under review

## Mill Creek 2021-2022 Budget – Proposed Capital Improvement Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$3,516,339	\$2,699,516	\$14,368	\$8,446
Expense	\$111,430	\$240,919	\$3,015,223	\$241,313
Reserve	\$4,421,465	\$7,280,062	\$4,279,208	\$4,046,341

- 2019 revenue includes reclassification on General Obligation Bond \$3.3M
- 2020 revenue includes \$2.2M transfers in from other Funds
- 2021 Expense - 2020 projects move due to pandemic to 2021

**Projects:** CHN Roof & Seismic Retrofit 17-BLDG-03PW  
Gateway and Presence Improvement 18-ROAD-13  
Emergency Op Center 19-BLDG-03

Public Works Shop 17-BLDG-02  
ADA Upgrades CH & Library 19-BLDG-02  
Historical Preservation Project 19-BLDG-04

Mill Creek 2021-2022 Budget – Proposed  
Parks and Open Space CIF

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$1,872,999	\$1,197,365	\$106,506	\$108,412
Expense	\$2,141,393	\$2,736,387	\$280,873	\$320,000
Reserve	\$2,575,422	\$1,036,400	\$862,033	\$650,445

- 2019 - 2020 revenue includes mitigation of \$1.3M
- 2021 - 2022 revenue includes mitigation of \$203K
- 2020 Expense includes \$2.2M MC Park Land Acquisition and Heron Park upgrades of \$366K

**Projects:** MCSP Turf & Light  
Roof Replacement 19-Park-03  
North Creek Trail Study 19-Park-05

Silvercrest Upgrade  
Trail Preservation Program 19-Park-04

## Mill Creek 2021-2022 Budget – Proposed Road Improvement Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$2,197,825	\$5,085,984	\$728,797	\$431,771
Expense	\$2,454,741	\$1,939,057	\$2,202,398	\$1,244,419
Reserve	\$1,953,570	\$5,100,496	\$3,626,895	\$2,814,247

- 2019 - 2020 revenue and expense includes WSDOT 35<sup>th</sup> Ave Connecting \$2.0M
- 2020 revenue includes \$2.5M transfer from REET
- 2021 Expense includes move of projects affected by COVID-19

**Projects:** EGUV Spine Rd Conn 19-ROAD-15  
 Mill Creek Blvd Corridor 19-PW-04  
 Pavement Pres and Reh 19-PW-06  
 Traffic Signal 17-ROAD-03  
 Median Landscaping 18-ROAD-13

Street Pave Marking 19-PW-03  
 Concrete Sidewalk Rep 19-PW-05  
 Bridges Monitoring 19-PW-07  
 Traffic Safety & Calming 19-PW-08

## Mill Creek 2021-2022 Budget – Proposed Equipment Replacement Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$155,408	\$241,905	\$132,216	\$132,625
Expense	\$243,677	\$180,478	\$346,000	\$0
Reserve	\$1,572,356	\$1,633,783	\$1,419,999	\$1,552,624

- 2021 Expense includes COVID-19 delayed City Streets Equipment \$230K
- 2021 Expense includes COVID-19 delayed Public Safety – Auto \$116K



## Mill Creek 2021-2022 Budget – Proposed Unemployment Comp. / Self Insurance Fund

	<u>2019</u>	<u>2020 Trend</u>	<u>2021 Trend</u>	<u>2022 Trend</u>
Revenue	\$0	\$0	\$0	\$0
Expense	\$0	\$20,000	\$0	\$0
Reserve	\$58,195	\$38,195	\$38,195	\$38,195

# Mill Creek Budget

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Questions?



**Thank You!**

**Mill Creek  
Budget**

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 1

001 General Fund

01/01/2021 To: 12/31/2021

**REVENUES**

308 81 00 1004	Beginning Net Cash & Invest.	6,614,235.00
311 10 00 0000	Regular Property Tax	12,623,493.00
311 11 00 0000	EMS Property Tax Levy	3,418,224.00
313 11 00 0000	Sales Tax	6,036,006.00
313 15 00 0000	Public Safety Sales Tax	591,753.00
313 27 00 0000	Afford. & Support. Housing Tax	38,428.00
313 71 00 0000	Criminal Justice Sales Tax	772,291.00
317 20 00 0000	Leasehold Excise Tax	3,000.00
321 60 00 0000	Business Licenses	122,669.00
321 91 00 0001	Franchise Fees - Cable, Other	568,882.00
321 91 00 0002	Franchise Fees - Waste Mgmt.	75,256.00
322 10 00 0000	Building Permits	375,176.00
322 10 00 0001	Technology fee	59,238.00
322 30 00 0000	Animal Licenses	1,614.00
322 90 00 0000	Non-Busin License/Permit other	8,488.00
322 90 00 1001	CPL Laminating Fee	272.00
335 00 91 0000	PUD Privilege Tax	179,228.00
336 06 21 0000	MVET- Violent Crimes	12,333.00
336 06 26 0000	Crim Justice-Spec Programs	44,374.00
336 06 51 0000	DUI Criminal Justice Assist	5,733.00
336 06 94 0000	Liquor Excise Tax	224,958.00
336 06 95 0000	Liquor Control Board Profits	335,401.00
341 81 00 0000	Copies, Fingerprinting, Tape	9,925.00
341 82 00 0000	Engineering Plan Check Fees	152,239.00
341 99 00 0000	Passport Fees	1,223,911.00
341 99 00 1001	Passport Photos	164,235.00
342 11 00 0000	Law Enforcement Services	455,161.00
345 81 00 0000	Zoning & Subdivision Fees	46,525.00
345 83 00 0000	Plan Check Fees	189,691.00
345 85 00 0000	Fire Mitigation Fees (GMA)	14,673.00
345 89 00 0001	Design Review Board Fees	8,235.00
345 89 00 0002	Other Development Fees	24,887.00
347 30 00 1000	Facility Rentals	12,622.00
347 30 00 1001	Field Rentals	56,721.00
347 30 00 1002	Concession Stand	1,456.00
347 30 00 1003	Lights - MCSP Field	10,452.00
347 60 00 1000	Recreation Extra Fee Revenue	11,664.00
347 60 90 1000	Preschool - Miscellaneous	84,360.00
347 60 90 1001	Preschool - Playgroup	91,981.00
347 60 90 1003	Youth - Miscellaneous	152,898.00
347 60 90 1004	Youth - League Basketball	166,482.00
347 60 90 1005	Teens - Miscellaneous	6,725.00
347 60 90 1006	Adults - Miscellaneous	8,903.00
347 60 90 1007	Family Events - Miscellaneous	3,526.00
347 90 00 1000	Advertising	46,446.00
347 90 00 1001	Sponsorships	25,500.00

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

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001 General Fund

01/01/2021 To: 12/31/2021

**REVENUES**

347 90 00 1002	Farmers Market Vendor Fees	18,165.00
353 10 00 0000	Civil Traffic Infraction	280,917.00
353 10 00 0001	Dismissed Tickets	5,588.00
353 70 00 0000	Code EnforcemntPenalty NonTrfc	4,644.00
354 00 00 0000	Civil Parking Infractions	21,193.00
359 10 00 0001	Permit & License Penalties	1,896.00
361 11 00 0000	Investment Interest	244,256.00
361 40 00 0001	Interest-Property Taxes	9,513.00
361 40 00 0002	Interest Income - Taxes	9,750.00
361 40 04 0001	Interest - Interfund Loan SW	7,375.00
362 50 00 0001	Cell Tower Leases	111,360.00
367 00 00 1000	Registrat.Scholarship Donation	2,000.00
369 10 00 1000	Sale of Surplus	339.00
381 20 00 0000	Interfund Loan Repayment SW	212,384.00
		<b>36,009,650.00</b>

**Fund Revenues:****36,009,650.00****EXPENDITURES**

508 81 00 1000	Ending Fund Balance	6,678,620.00
		<b>6,678,620.00</b>

**001 Legislative**

511 60 11 0000	Salaries & Wages	88,800.00
511 60 20 0000	MEBT/Medicare	7,360.00
511 60 23 0000	Worker's Compensation	404.00
511 60 31 0000	Office Supplies	5,777.00
511 60 41 0000	Professional Services-Legal	20,150.00
511 60 41 1001	Professional Services	24,180.00
511 60 44 0000	Advertising	1,494.00
511 60 49 0001	Conferences	9,759.00
511 60 49 0002	Memberships and Dues	307.00
<b>001 Legislative</b>		<b>158,231.00</b>

**002 Executive**

513 10 11 0000	Salaries & Wages	850,043.00
513 10 12 0000	Overtime	26,979.00
513 10 20 0000	MEBT/Medicare	64,981.00
513 10 21 0000	Retirement	107,685.00
513 10 22 0000	Health Benefits	94,100.00
513 10 23 0000	Worker's Compensation	2,622.00

**2021-2022 BUDGET TOTALS**

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001 General Fund

01/01/2021 To: 12/31/2021

**EXPENDITURES****002 Executive**

513 10 31 0000	Office Supplies	2,970.00
513 10 41 0001	Professional Services	94,027.00
513 10 41 0002	Professional Services-Legal	1,245,821.00
513 10 45 0000	Equipment Replacement Funding	4,502.00
513 10 49 0001	Conferences and Training	16,661.00
513 10 49 0004	Memberships and Dues	5,218.00
<b>002 Executive</b>		<b>2,515,609.00</b>

**003 Finance**

514 20 11 0000	Salaries & Wages	865,653.00
514 20 20 0000	MEBT/Medicare	51,714.00
514 20 21 0000	Retirement	78,679.00
514 20 22 0000	Health Benefits	121,286.00
514 20 23 0000	Worker's Compensation	3,708.00
514 20 31 0000	Supplies - Office/Operating	10,650.00
514 20 41 0001	Professional Services	61,696.00
514 20 41 0002	Professional Services-Legal	37,516.00
514 20 41 0004	Finance Charges	51,359.00
514 20 41 1003	State Audit	92,644.00
514 20 45 0000	Equipment Replacement Funding	5,503.00
514 20 49 0001	Conferences and Training	9,059.00
514 20 49 0004	Memberships and Dues	534.00
594 14 64 0001	Capital Outlays	5,821.00
<b>003 Finance</b>		<b>1,395,822.00</b>

**004 Communications**

557 30 31 1000	Supplies - Special Events/Swag	14,105.00
557 30 31 1001	Supplies - Farmers Market	4,030.00
557 30 40 0000	Professional Svc - Farmers Mkt	12,090.00
557 30 41 1000	Prof Service-SpecEvent/Tourism	30,225.00
573 90 11 0000	Salaries & Wages	261,168.00
573 90 12 0000	Overtime	12,103.00
573 90 20 0000	MEBT/Medicare	20,667.00
573 90 21 0000	Retirement	33,319.00
573 90 22 0000	Health Benefits	77,503.00
573 90 23 0000	Worker's Compensation	854.00
573 90 31 1000	Supplies - Office/Operating	4,030.00
573 90 31 1001	Supplies - Community Events	10,075.00
573 90 41 1000	Publications	135,005.00
573 90 41 1002	Professional Services - Legal	2,260.00
573 90 41 1004	Marketing	430.00
573 90 44 0000	Advertising	8,060.00
573 90 45 0000	Equipment Replacement Funding	2,502.00
573 90 49 1001	Memberships and Dues	72.00

**2021-2022 BUDGET TOTALS**

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001 General Fund

01/01/2021 To: 12/31/2021

**EXPENDITURES**

004 Communications

573 92 31 1001 Supplies - Volunteer Projects 158.00

004 Communications 628,656.00

005 Information Technology

518 80 11 1000 Salaries - Indirect Cost Alloc 229,497.00

518 80 20 0000 MEBT/Medicare 17,442.00

518 80 21 0000 Retirement 24,309.00

518 80 22 0000 Health Benefits 1,326.00

518 80 23 0000 Worker's Compensation 1,848.00

518 80 31 0002 Operating Supplies 47,023.00

518 80 41 0000 Software Licenses 304,174.00

518 80 41 0001 Consulting Services 20,150.00

518 80 41 0002 Legal Services 127.00

518 80 42 0000 Web Hosting 5,841.00

518 80 45 0000 Equipment Replacement Funding 2,001.00

518 80 49 0001 Conferences and Training 4,501.00

518 80 49 0002 Dues and Subscriptions 1,015.00

518 90 42 0000 Telecommunications 110,089.00

518 90 48 0000 Repairs &amp; Maintenance 25,367.00

594 18 64 0021 Capital Expenditures 10,605.00

005 Information Technology 805,315.00

006 Human Resources

518 10 31 1000 Office Supplies 115.00

518 10 31 1001 Employee Recognition/Wellness 1,412.00

518 10 41 1000 Professional Services 1,304.00

518 10 41 1001 Professional Services - Legal 16,185.00

006 Human Resources 19,016.00

007 City Clerk

514 21 11 0000 Salaries &amp; Wages 186,084.00

514 21 20 0000 MEBT/Medicare 3,066.00

514 21 21 0000 Retirement 27,139.00

514 21 22 0000 Health Benefits 40,600.00

514 21 23 0000 Worker's Compensation 948.00

514 21 31 0000 Supplies - Office 39.00

514 21 41 1000 Professional Services 92.00

514 21 41 1002 Professional Services - Legal 12,446.00

514 21 49 1000 Conferences and Training 1,607.00

007 City Clerk 272,021.00

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001 General Fund

01/01/2021 To: 12/31/2021

EXPENDITURES

## 008 Police

515 33 41 0000	Prof Svcs Indigent Defense	227,259.00
515 34 41 1000	DV/Child Advocate	30,225.00
515 34 41 1001	Prof Svcs - Translator	10,075.00
515 35 41 0002	Prof Svcs - Prosecution	225,467.00
515 35 49 0000	District Court	181,350.00
521 11 11 0000	Salaries & Wages -Police Admin	469,798.00
521 11 20 0000	MEBT/Medicare Police Admin	35,583.00
521 11 21 0000	Retirement - Police Admin	32,031.00
521 11 22 0000	Health Benefits - Police Admin	102,501.00
521 11 23 0000	Worker's Comp -Police Admin	5,840.00
521 11 30 0000	Supplies - Admin	16,120.00
521 11 41 0000	Professional Svcs - Admin	67,733.00
521 11 41 0001	SnoCo 911	115,139.00
521 11 41 0002	Pre-Employment Screening	10,075.00
521 11 41 0003	Professional Services - Legal	33,274.00
521 11 41 1001	Citizen Patrol Program	4,030.00
521 11 48 0000	Repairs & Maint - Admin	4,030.00
521 11 49 0001	Conferences & Training - Admin	30,000.00
521 11 49 0002	Memberships and Dues - Admin	16,120.00
521 11 49 0007	Printing & Binding	2,418.00
521 20 45 0000	Equipment Replacement Funding	163,159.00
521 21 11 0000	Salaries & Wages - Support Svc	1,253,490.00
521 21 12 0000	Overtime - Support Svc	9,938.00
521 21 20 0000	MEBT/Medicare - Support Svc	95,989.00
521 21 21 0000	Retirement - Support Svc	112,356.00
521 21 22 0000	Health Benefits - Support Svc	271,574.00
521 21 23 0000	Worker's Comp - Support Svc	19,861.00
521 21 31 0000	Supplies - Support Services	18,135.00
521 21 31 1001	Supplies & Equipment- Evidence	4,030.00
521 21 41 0000	Prof Svcs - Support Services	10,075.00
521 21 41 0001	Security Alarm Monitoring	2,620.00
521 21 48 0000	Repairs & Maint - Support Svcs	8,000.00
521 21 49 0001	Conf and Training -Support Svc	3,435.00
521 21 49 0002	Memberships & Dues - Support	1,511.00
521 22 31 0000	Supplies and Equipment - SWAT	30,225.00
521 22 49 1000	Conferences and Training SWAT	10,075.00
521 22 49 1001	Memberships and Dues - SWAT	6,045.00
521 30 31 0000	Supplies - Crime Prevention	2,015.00
521 40 41 0000	Academy Training	13,098.00
521 70 11 0000	Salaries & Wages - Patrol	4,017,814.00
521 70 12 0000	Overtime - Patrol	514,856.00
521 70 20 0000	MEBT/Medicare - Patrol	345,578.00
521 70 21 0000	Retirement - Patrol	238,966.00
521 70 22 0000	Health Benefits - Patrol	749,484.00
521 70 23 0000	Worker's Comp - Patrol	109,924.00
521 70 31 0000	Supplies - Operating Patrol	11,201.00



**2021-2022 BUDGET TOTALS**

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001 General Fund

01/01/2021 To: 12/31/2021

EXPENDITURES008 Police

521 70 31 0001	Supplies - K-9 Program	14,105.00
521 70 31 0005	Uniforms	27,197.00
521 70 31 0012	Supplies - Firearms	61,500.00
521 70 31 0013	Supplies - Defensive Tactics	1,008.00
521 70 32 0000	Gasoline Fuel	84,630.00
521 70 35 0000	Small Tools	6,045.00
521 70 48 0000	Repairs & Maintenance-Equip.	4,833.00
521 70 48 0001	Repairs & Maintenance-Vehicles	62,582.00
521 70 48 0004	Repairs & Maintenance-Uniforms	6,045.00
521 70 49 0001	Conferences & Training -Patrol	50,375.00
521 70 49 0002	Memberships & Dues -Patrol	4,030.00
523 60 41 1000	Jail Services	362,700.00
525 60 49 0000	Emergency Management	76,781.00
528 10 41 1000	SNOCOM Dispatch Service	535,142.00
554 30 41 0000	Animal Holding Contract	24,180.00
594 21 64 1001	Equipment - SWAT	20,150.00
594 39 64 0000	Cap Improvement/Equipment	82,615.00

<b>008 Police</b>	<b>11,066,440.00</b>
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522 20 41 0000 Fire Services	8,465,968.00
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<b>011</b>	<b>8,465,968.00</b>
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514 40 41 0000	Election Costs	9,954.00
514 90 41 0000	Voter Registration	55,123.00
518 30 46 0000	Insurance	291,422.00
518 90 31 0000	Office Supplies - Central	13,827.00
518 90 32 0000	Gasoline Fuel	1,384.00
518 90 41 0001	Professional Services	8,809.00
518 90 42 0002	Postage/Machine	43,580.00
518 90 45 0000	Equipment Replacement Funding	29,323.00
518 90 49 0000	Memberships & Org Assessments	158,929.00
518 90 49 0006	Section 125 Program	4,004.00
566 10 41 0000	Sno. Co. Human Services	11,872.00
589 30 00 0001	Sales and Leasehold ExciseTax	27,919.00

<b>014</b>	<b>656,146.00</b>
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016 Community Development

558 60 11 0000	Salaries & Wages	649,531.00
558 60 12 0000	Overtime	175.00
558 60 20 0000	MEBT/Medicare	49,549.00
558 60 21 0000	Retirement	80,498.00
558 60 22 0000	Health Benefits	100,422.00
558 60 23 0000	Worker's Compensation	1,767.00
558 60 31 0000	Office & Operating Supplies	1,114.00

**2021-2022 BUDGET TOTALS**

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001 General Fund

01/01/2021 To: 12/31/2021

**EXPENDITURES****016 Community Development**

558 60 32 0000	Fuel	167.00
558 60 41 0000	Professional Services	160,779.00
558 60 41 0002	Professional Services-Legal	64,577.00
558 60 41 1003	Prof Srv - Reimbursable	21,659.00
558 60 44 0000	Advertising	2,925.00
558 60 45 0000	Equipment Replacement Funding	2,001.00
558 60 48 0000	Repairs & Maintenance	1,440.00
558 60 49 0001	Conferences & Training	1,626.00
558 60 49 0002	Memberships and Dues	483.00
<b>016 Community Development</b>		<b>1,138,713.00</b>

**018 Public Works**

518 30 11 0000	Salaries & Wages - Facilities	106,422.00
518 30 12 0000	Overtime - Facilities	1,892.00
518 30 20 0000	MEBT/Medicare - Facilities	8,241.00
518 30 21 0000	Retirement - Facilities	13,929.00
518 30 22 0000	Health Benefits - Facilities	32,280.00
518 30 23 0000	Worker's Comp - Facilities	2,481.00
518 30 31 0000	Supplies-City Hall & PW Shop	13,954.00
518 30 31 0006	Uniforms	2,141.00
518 30 35 0000	Small Tools/Equip-City Hall/PW	2,101.00
518 30 41 0000	Prof Svcs - Public Works	20,696.00
518 30 41 0001	Prof. Ser-Landscape/Janitorial	41,079.00
518 30 41 0003	Prof Svc - Public Works Legal	24,118.00
518 30 45 0000	Equipment Replacement Funding	8,436.00
518 30 47 0000	Utilities-City Hall	46,700.00
518 30 48 0000	Repair & Maint - Facilities	74,801.00
518 30 48 0011	Repair & Maint- PW Equip/Vehic	17,365.00
518 30 49 0001	Conferences & Training	7,137.00
518 30 49 0002	Memberships and Dues	276.00
543 10 11 0000	Salaries & Wages - PW Admin	511,524.00
543 10 20 0000	MEBT/Medicare - PW Admin	39,146.00
543 10 21 0000	Retirement - PW Admin	65,310.00
543 10 22 0000	Health Benefits - PW Admin	121,942.00
543 10 23 0000	Worker's Comp - PW Admin	6,194.00
576 80 11 0000	Salaries & Wages - Parks	259,633.00
576 80 20 0000	MEBT/Medicare - Parks	20,230.00
576 80 21 0000	Retirement - Parks	31,836.00
576 80 22 0000	Health Benefits - Parks	26,782.00
576 80 23 0000	Worker's Comp - Parks	6,705.00
576 80 31 0001	Supplies - Parks	13,483.00
576 80 32 0000	Fuel - Park Maintenance	13,534.00
576 80 40 0000	Professional Svcs - Parks	147,194.00
576 80 47 0000	Utilities - Parks	53,004.00
576 80 48 1000	Repair & Maint - Parks	11,157.00

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001 General Fund

01/01/2021 To: 12/31/2021

**EXPENDITURES****018 Public Works**

576 81 12 0000 Overtime - Parks 5,266.00

594 48 64 0000 Capital Outlay 24,562.00

**018 Public Works 1,781,551.00****019 Recreation**

571 11 11 1000 Salaries - Indirect Cost Alloc 269,042.00

571 11 12 0000 Overtime 14,143.00

571 11 20 0000 MEBT/Medicare 17,626.00

571 11 21 0000 Retirement 28,022.00

571 11 21 1000 Benefits - Indirect Cost 44,851.00

571 11 23 0000 Worker's Compensation 4,036.00

571 11 41 1000 Prof Svcs - ActiveNet 1,344.00

571 11 49 1001 B&amp;O Taxes 19,576.00

571 20 31 1001 Supplies - Preschool 50.00

571 20 41 0000 Prof Svc - Rec Services 26,012.00

571 21 31 1000 Supplies - Youth Basketball 664.00

589 30 00 1001 Sales Tax 2,176.00

**019 Recreation 427,542.00****Fund Expenditures: 36,009,650.00****Excess/Deficit: 0.00**

2021-2022 BUDGET TOTALS

City Of Mill Creek

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011

01/01/2021 To: 12/31/2021

REVENUES

	0.00
<b>Fund Revenues:</b>	<b>0.00</b>
<b>Excess/Deficit:</b>	<b>0.00</b>

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

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103 City Streets

01/01/2021 To: 12/31/2021

**REVENUES**

308 80 00 0000	Beginning Net Cash & Invest.	265,488.00
322 40 00 0000	Street and Curb Permits	82,286.00
336 00 71 0000	Multimodal Transportation	56,979.00
336 00 87 0001	Motor Vehicle Fuel Tax	836,156.00
361 11 00 0002	Investment Interest	9,300.00
		<b>1,250,209.00</b>

<b>Fund Revenues:</b>	<b>1,250,209.00</b>
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**EXPENDITURES**

508 11 00 1030	Ending Fund Balance	228,619.00
		<b>228,619.00</b>

**003 Finance**

542 63 47 0000	Street Lighting - Electrical	288,261.00
<b>003 Finance</b>		<b>288,261.00</b>

**103 Streets**

542 30 11 0000	Salaries & Wages	118,773.00
542 30 12 0000	Overtime	6,050.00
542 30 20 0000	MEBT/Medicare	9,517.00
542 30 21 0000	Retirement	14,773.00
542 30 22 0000	Health Benefits	39,794.00
542 30 23 0000	State Industrial	2,770.00
542 30 31 0000	Operating Supplies	25,690.00
542 30 32 0000	Gasoline/Diesel/Propane Fuel	3,633.00
542 30 35 0000	Small Tools & Minor Equip.	2,263.00
542 30 41 1030	Contracted Services	94,470.00
542 30 45 0000	Equipment Replacement Funding	28,144.00
542 30 48 1030	Repairs & Maint.-Streets	47,690.00
542 30 48 1031	Repair & Maint.-Equipment	25,309.00
542 63 48 1030	Repair & Maint-Street Lights	27,907.00
542 64 40 0000	Traffic Control Devices	8,089.00
542 70 41 1030	Contract Landscape Services	52,177.00
542 70 47 1030	Utilities - Irrigation	26,280.00
595 64 63 1030	Capital Exp -Traffic Control	200,000.00
<b>103 Streets</b>		<b>733,329.00</b>

<b>Fund Expenditures:</b>	<b>1,250,209.00</b>
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2021-2022 BUDGET TOTALS

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103 City Streets

01/01/2021 To: 12/31/2021

<b>Excess/Deficit:</b>	<b>0.00</b>
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2021-2022 BUDGET TOTALS

City Of Mill Creek

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105 Park Mitigation

01/01/2021 To: 12/31/2021

REVENUES

0.00

Fund Revenues:

0.00

EXPENDITURES

0.00

Fund Expenditures:

0.00

Excess/Deficit:

0.00

2021-2022 BUDGET TOTALS

City Of Mill Creek

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106 Road Mitigation

01/01/2021 To: 12/31/2021

REVENUES

0.00

Fund Revenues:

0.00

EXPENDITURES

0.00

Fund Expenditures:

0.00

Excess/Deficit:

0.00



2021-2022 BUDGET TOTALS

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109 Real Estate Excise Tax 2

01/01/2021 To: 12/31/2021

	REVENUES
	0.00

Fund Revenues:	0.00
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	EXPENDITURES
	0.00
014	0.00

Fund Expenditures:	0.00
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Excess/Deficit:	0.00
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2021-2022 BUDGET TOTALS

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110 Council Contingency

01/01/2021 To: 12/31/2021

REVENUES

0.00

Fund Revenues:

0.00

EXPENDITURES

0.00

005 Information Technology

005 Information Technology

0.00

010

0.00

Fund Expenditures:

0.00

Excess/Deficit:

0.00

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

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115 Municipal Arts

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 1151 Beginning Net Cash & Invest.	30,917.00
361 11 00 1150 Investment Interest	300.00
367 00 00 0005 Donations - Veterans Monument	975.00
	<hr/>
	32,192.00

<b>Fund Revenues:</b>	<b>32,192.00</b>
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**EXPENDITURES**

508 81 00 1150 Ending Fund Balance	22,192.00
	<hr/>
	22,192.00
573 20 31 0000 Art Improvements	10,000.00
015	10,000.00

<b>Fund Expenditures:</b>	<b>32,192.00</b>
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<b>Excess/Deficit:</b>	<b>0.00</b>
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**2021-2022 BUDGET TOTALS**

City Of Mill Creek

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125 Paths &amp; Trails

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 1251 Beginning Net Cash & Invest.	6,817.00
336 00 87 0002 Motor Vehicle Fuel Tax	2,628.00
361 11 00 1250 Investment Interest	224.00
	<hr/>
	9,669.00

<b>Fund Revenues:</b>	<b>9,669.00</b>
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**EXPENDITURES**

508 81 00 1250 Ending Fund Balance	9,669.00
	<hr/>
	9,669.00
	<hr/>
025	0.00

<b>Fund Expenditures:</b>	<b>9,669.00</b>
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<b>Excess/Deficit:</b>	<b>0.00</b>
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**2021-2022 BUDGET TOTALS**

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130 Drug Buy Fund

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 1301 Beginning Net Cash &amp; Invest. 5,850.00

369 30 00 0000 Confiscated Forfeited Property 7,413.00

13,263.00

**Fund Revenues: 13,263.00****EXPENDITURES**

508 81 00 1300 Ending Fund Balance 5,850.00

5,850.00

521 23 31 0000 Investigation Supplies &amp; Costs 7,413.00

030 7,413.00

**Fund Expenditures: 13,263.00****Excess/Deficit: 0.00**

2021-2022 BUDGET TOTALS

City Of Mill Creek

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135 Beautification Fund

01/01/2021 To: 12/31/2021

REVENUES

0.00

Fund Revenues:

0.00

EXPENDITURES

0.00

Fund Expenditures:

0.00

Excess/Deficit:

0.00

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

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145 City Hall North

01/01/2021 To: 12/31/2021

**REVENUES**

308 12 00 1450 Investments	135,907.00
317 20 00 0002 Leasehold Excise Tax	13,975.00
341 92 00 0000 TripleNet Charges	81,719.00
361 11 00 0003 Investment Interest	11,457.00
362 50 00 0002 Lease Revenue	219,492.00
389 30 00 1450 Custodial - Leasehold Tax	28,944.00
	<b>491,494.00</b>

<b>Fund Revenues:</b>	<b>491,494.00</b>
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**EXPENDITURES**

508 81 00 1450 Ending Fund Balance	226,154.00
	<b>226,154.00</b>

**045 Property Management**

518 20 31 0000 Supplies	10,610.00
518 20 41 0000 Professional Services	43,712.00
518 20 41 0001 Professional Services-Legal	1,152.00
518 20 46 0000 Insurance	20,250.00
518 20 47 0001 Utilities	70,186.00
518 20 48 0000 Repair & Maintenance	58,051.00
518 20 49 0000 Triple Net - refunds	4,746.00
589 30 00 0002 Leasehold Excise Tax	27,365.00
594 18 62 0035 City Hall North HVAC 17-BLDG-4	28,173.00
594 18 63 0000 Capital Outlay	1,095.00
<b>045 Property Management</b>	<b>265,340.00</b>

<b>Fund Expenditures:</b>	<b>491,494.00</b>
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<b>Excess/Deficit:</b>	<b>0.00</b>
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2021-2022 BUDGET TOTALS

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020  
Page: 21

150 35th Avenue Reserve

01/01/2021 To: 12/31/2021

REVENUES

0.00

Fund Revenues:

0.00

EXPENDITURES

0.00

010

0.00

Fund Expenditures:

0.00

Excess/Deficit:

0.00



2021-2022 BUDGET TOTALS

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020  
Page: 22

223

01/01/2021 To: 12/31/2021

REVENUES

	0.00
--	------

<b>Fund Revenues:</b>	<b>0.00</b>
-----------------------	-------------

<b>Excess/Deficit:</b>	<b>0.00</b>
------------------------	-------------

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 23

226 Debt Service Fund

01/01/2021 To: 12/31/2021

**REVENUES**

---

397 00 00 2263 Oper Transfer From Surface Wat 526,957.00

---

526,957.00**Fund Revenues: 526,957.00****EXPENDITURES**

---

0.00

591 95 79 0002 Principal - GO Bond SW &amp; CAP 390,000.00

592 95 83 2260 Interest - GO Bond SW &amp; CAP 136,957.00

---

026 526,957.00**Fund Expenditures: 526,957.00****Excess/Deficit: 0.00**

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 24

227 Local Revitalization Fund

01/01/2021 To: 12/31/2021

REVENUES

308 11 00 2271 Beginning Net Cash & Investmen	179,027.00
311 10 00 0001 Property Tax LRF	49,351.00
361 11 00 2270 Investment Interest	1,738.00
	<u>230,116.00</u>

<b>Fund Revenues:</b>	<b>230,116.00</b>
-----------------------	-------------------

EXPENDITURES

508 81 00 2270 Ending Fund Balance	230,116.00
	<u>230,116.00</u>

<b>Fund Expenditures:</b>	<b>230,116.00</b>
---------------------------	-------------------

<b>Excess/Deficit:</b>	<b>0.00</b>
------------------------	-------------

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 25

314 Real Estate Excise Tax

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 3141 Beginning Net Cash & Invest.	1,207,036.00
318 34 00 0000 REET 1 - First Quarter Percent	1,254,549.00
318 35 00 0000 REET 2-Second Quarter Percent	1,254,549.00
361 11 00 0004 Investment Interest	39,160.00
	<b>3,755,294.00</b>

**Fund Revenues: 3,755,294.00****EXPENDITURES**

508 81 00 3140 Ending Fund Balance	3,755,294.00
	<b>3,755,294.00</b>
014	0.00

**Fund Expenditures: 3,755,294.00****Excess/Deficit: 0.00**

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 26

316 Capital Improvement Fund

01/01/2021 To: 12/31/2021

REVENUES

308 11 00 3161 Beginning Net Cash &amp; Invest. 7,280,062.00

361 11 00 0005 Investment Interest 22,814.00

7,302,876.00**Fund Revenues: 7,302,876.00**EXPENDITURES

508 81 00 3160 Ending Fund Balance 4,046,341.00

4,046,341.00316 CIP

594 18 11 0000 Salaries &amp; Wages 256,685.00

594 18 20 0000 MEBT/Medicare 23,105.00

594 18 21 0000 Retirement 34,315.00

594 18 22 0000 Health Benefits 27,221.00

594 18 23 0000 Worker's Comp 4,035.00

594 18 62 3164 CHN Roof &amp; Seismic Retrofit 17-BLDG-03 676,220.00

594 18 62 3165 ADA Upgrades CH &amp; Library 19-BLDG-02 40,000.00

594 25 64 3160 Emergency Op Center 19-BLDG-03 38,404.00

594 48 60 3160 PW ShopValue Engineering Study 17-BLDG-02 1,998,550.00

594 58 63 3160 Gateway And Presence Improvemnt 18-ROAD-13 133,000.00

594 71 63 3160 Historical Preservation Project 19-BLDG-04 25,000.00

316 CIP 3,256,535.00**Fund Expenditures: 7,302,876.00****Excess/Deficit: 0.00**

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 27

317 Parks & Open Space Capital Imp

01/01/2021 To: 12/31/2021

REVENUES

308 11 00 3171	Beginning Net Cash & Invest.	1,036,400.00
345 86 00 0001	Mitigation	203,000.00
361 11 00 0006	Investment Interest	11,918.00
		<u>1,251,318.00</u>

<b>Fund Revenues:</b>	<b>1,251,318.00</b>
-----------------------	---------------------

EXPENDITURES

508 81 00 3170	Ending Fund Balance	650,445.00
		<u>650,445.00</u>
017		<u>0.00</u>

## 317 Parks CIP

594 76 61 3170	North Creek Trail Study 19-Park-05	75,000.00
594 76 62 3170	MCSP Turf & Light	80,873.00
594 76 62 3178	Parks - Roof Replacement 19-Park-03	50,000.00
594 76 64 3177	Silver Crest Upgrad	350,000.00
594 76 64 3179	Trail Preservation Program 19-Park-04	45,000.00
		<u>600,873.00</u>

317 Parks CIP

<b>Fund Expenditures:</b>	<b>1,251,318.00</b>
---------------------------	---------------------

<b>Excess/Deficit:</b>	<b>0.00</b>
------------------------	-------------

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 28

318 Road Improvement Fund

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 3181 Beginning Net Cash & Invest.	5,100,496.00
334 06 90 3180 WA St Dept Of Commerce - MC Blvd SubArea 19-PW-04	300,000.00
345 86 00 0002 Mitigation	807,505.00
361 11 00 0007 Investment Interest	53,062.00
	<b>6,261,063.00</b>

<b>Fund Revenues:</b>	<b>6,261,063.00</b>
-----------------------	---------------------

**EXPENDITURES**

508 81 00 3180 Ending Fund Balance	2,814,245.00
	<b>2,814,245.00</b>

**318 Road CIP**

595 30 63 0002 EGUV Spine Rd Conn 19-Road-15	483,357.00
595 31 63 3182 Street Pave Marking 19-PW-03	238,838.00
595 31 63 3183 Mill Crk Blvd Corridor19-PW-04	181,654.00
595 31 63 3184 Pavement Pres and Reh 19-PW-06	1,705,000.00
595 50 63 3180 Bridges Monitoring 19-PW-07	300,000.00
595 61 63 3180 Concrete Sidewalk Rep 19-PW-05	280,000.00
595 64 63 3183 Traffic Signal 17-ROAD-03	75,000.00
595 69 63 3180 Traf Safety & Calming 19-PW-08	50,000.00
595 70 62 0001 Median Landscaping 18-ROAD-13	132,969.00
<b>318 Road CIP</b>	<b>3,446,818.00</b>

<b>Fund Expenditures:</b>	<b>6,261,063.00</b>
---------------------------	---------------------

<b>Excess/Deficit:</b>	<b>0.00</b>
------------------------	-------------

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 29

401 Surface Water Utility

01/01/2021 To: 12/31/2021

**REVENUES**

308 11 00 4011	Beginning Net Cash & Invest.	556,624.00
343 10 00 0000	Surface Water Services	3,630,232.00
361 11 00 0008	Investment Interest	58,113.00
		<b>4,244,969.00</b>

<b>Fund Revenues:</b>	<b>4,244,969.00</b>
-----------------------	---------------------

**EXPENDITURES**

508 81 00 4010	Ending Fund Balance	320,043.00
		<b>320,043.00</b>

## 401 Surface Water

531 38 11 4010	Salary & Wages - Ind Cost	463,481.00
531 38 12 0000	Overtime	1,465.00
531 38 20 0000	MEBT/Medicare	35,662.00
531 38 21 0000	Retirement	56,909.00
531 38 22 0000	Health Benefits	60,281.00
531 38 23 0000	State Industrial	4,279.00
531 38 31 4010	Office Supplies	95.00
531 38 31 4011	Operating Supplies	6,153.00
531 38 31 4012	Supplies-Public Outreach Ed	11,949.00
531 38 32 0000	Gasoline Fuel	8,451.00
531 38 35 0000	Small Tools & Equipment	841.00
531 38 41 4010	Professional Service-Legal	22,331.00
531 38 41 4011	Professional Services-Misc.	68,523.00
531 38 41 4012	Catch Basin & Pond Maintenance	83,527.00
531 38 41 4013	Ditch & Swale Cleaning Service	34,143.00
531 38 41 4014	Disposal Testing Service	3,187.00
531 38 41 4015	Prof Serv. SnoCo SW Billing	51,530.00
531 38 45 4010	Pipe Replacement Funding	142,107.00
531 38 48 0000	Repair & Maint-Vehicle/Sweeper	8,448.00
531 38 49 4010	Conferences, Dues, Training	8,577.00
531 38 49 4011	Miscellaneous-Dump Fees	961.00
531 38 49 4012	Permit Fees	70,849.00
531 38 49 4013	Surface Water Excise Taxes	44,714.00
531 38 51 0000	WRIA8 Interlocal Conservation	14,773.00
581 20 00 4010	Interfund Loan Repaymt to Gen	212,384.00
591 31 79 4011	PWTF Loan Principal	97,000.00
592 31 82 0000	Interfund Loan GFund Interest	3,001.00
592 31 89 4011	PWTF Loan Interest	1,455.00
594 31 63 4010	Grade F Pipe Failures19-SW-01	1,880,893.00
597 00 00 4012	Transfer to Debt Svc 2019 LTGO	526,957.00



**2021-2022 BUDGET TOTALS**

City Of Mill Creek	Time: 08:02:11	Date: 10/30/2020
	Page:	30
401 Surface Water Utility	01/01/2021 To: 12/31/2021	
	EXPENDITURES	
401 Surface Water		
401 Surface Water		3,924,926.00
<b>Fund Expenditures:</b>		<b>4,244,969.00</b>
<b>Excess/Deficit:</b>		<b>0.00</b>

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 31

408 Recreation Enterprise Fund

01/01/2021 To: 12/31/2021

**REVENUES**

	0.00
100	0.00
200	0.00
300	0.00
400	0.00
500	0.00
600	0.00
<b>Fund Revenues:</b>	<b>0.00</b>

**EXPENDITURES**

	0.00
007 City Clerk	
007 City Clerk	0.00
<b>Fund Expenditures:</b>	<b>0.00</b>
<b>Excess/Deficit:</b>	<b>0.00</b>

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

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509 Equipment Replacement Fund

01/01/2021 To: 12/31/2021

**REVENUES**

308 13 00 5090	Beginning Fund Balance	1,633,783.00
348 00 45 0008	Equipment Replacement Patrol	163,159.00
348 00 45 0013	Equipment Replacement Street	28,144.00
348 00 45 5095	Equipment Replacement Comm/Mkt	2,502.00
348 00 45 5096	Equipment Replacement IT	2,001.00
348 00 45 5097	Equipment Replacement Com Dev	2,001.00
348 00 45 5098	Equipment Replacement PublicWk	8,436.00
348 00 46 5090	Equipment Replacement City Mgr	4,502.00
348 10 45 0014	Equipment Replacement Non Dept	29,323.00
348 10 45 5094	Equipment Replacement Finance	5,503.00
361 11 00 0009	Investment Interest	19,270.00

1,898,624.00

**Fund Revenues:****1,898,624.00****EXPENDITURES**

508 11 00 5090	Ending Fund Balance	1,552,624.00
		1,552,624.00

594 21 64 5090	Public Safety Equip - Auto	116,000.00
594 42 64 5090	City Streets Equipment	230,000.00
059		346,000.00

**Fund Expenditures:****1,898,624.00****Excess/Deficit:****0.00**

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 33

521 Unemployment Comp/Self Ins.

01/01/2021 To: 12/31/2021

**REVENUES**

308 13 00 5210 Beg Fund Balance 38,195.00

38,195.00

**Fund Revenues: 38,195.00****EXPENDITURES**

508 11 00 5210 Ending Fund Balance 38,195.00

38,195.00

052 0.00

**Fund Expenditures: 38,195.00****Excess/Deficit: 0.00**

2021-2022 BUDGET TOTALS

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020  
Page: 34

653 Traffic Violations Bureau

01/01/2021 To: 12/31/2021

	REVENUES
	0.00

Fund Revenues:	0.00
----------------	------

	EXPENDITURES
	0.00

Fund Expenditures:	0.00
--------------------	------

Excess/Deficit:	0.00
-----------------	------

**2021-2022 BUDGET TOTALS**

City Of Mill Creek

Time: 08:02:11 Date: 10/30/2020

Page: 35

Fund	Revenues	Expenditures	Net
001 General Fund	36,009,650.00	36,009,650.00	0.00
011	0.00	0.00	0.00
103 City Streets	1,250,209.00	1,250,209.00	0.00
105 Park Mitigation	0.00	0.00	0.00
106 Road Mitigation	0.00	0.00	0.00
109 Real Estate Excise Tax 2	0.00	0.00	0.00
110 Council Contingency	0.00	0.00	0.00
115 Municipal Arts	32,192.00	32,192.00	0.00
125 Paths & Trails	9,669.00	9,669.00	0.00
130 Drug Buy Fund	13,263.00	13,263.00	0.00
135 Beautification Fund	0.00	0.00	0.00
145 City Hall North	491,494.00	491,494.00	0.00
150 35th Avenue Reserve	0.00	0.00	0.00
223	0.00	0.00	0.00
226 Debt Service Fund	526,957.00	526,957.00	0.00
227 Local Revitalization Fund	230,116.00	230,116.00	0.00
314 Real Estate Excise Tax	3,755,294.00	3,755,294.00	0.00
316 Capital Improvement Fund	7,302,876.00	7,302,876.00	0.00
317 Parks & Open Space Capital Imp	1,251,318.00	1,251,318.00	0.00
318 Road Improvement Fund	6,261,063.00	6,261,063.00	0.00
401 Surface Water Utility	4,244,969.00	4,244,969.00	0.00
408 Recreation Enterprise Fund	0.00	0.00	0.00
509 Equipment Replacement Fund	1,898,624.00	1,898,624.00	0.00
521 Unemployment Comp/Self Ins.	38,195.00	38,195.00	0.00
653 Traffic Violations Bureau	0.00	0.00	0.00
	<u>63,315,889.00</u>	<u>63,315,889.00</u>	<u>0.00</u>



## **MINUTES**

### **City Council Special Meeting**

---

**6:00 PM - Tuesday, October 20, 2020**

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

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

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

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

## **VIRTUAL MEETING INFO**

---

- A.** City Council Special Meeting  
Tue, Oct 20, 2020 6:00 PM - 8:30 PM (PDT)

**Please join my meeting from your computer, tablet, or smartphone.**

<https://global.gotomeeting.com/join/624463221>

**You can also dial in using your phone.**

United States: [+1 \(224\) 501-3412](tel:+12245013412)

**Access Code:**624-463-221

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<https://global.gotomeeting.com/install/624463221>

## **CALL TO ORDER**

---

Mayor Holtzclaw called the meeting of the Mill Creek City Council to order at 6:00 p.m.

## **PLEDGE OF ALLEGIANCE**

---

The Pledge of Allegiance was led by Councilmember Bond

## **ROLL CALL**

---

**Councilmembers Present:**

*Brian Holtzclaw, Mayor*  
*Stephanie Vignal, Mayor Pro Tem*  
*Vince Cavaleri, Councilmember*  
*Mark Bond, Councilmember*  
*John Steckler, Councilmember*  
*Benjamin Briles, Councilmember*

**Councilmembers Absent:**

October 20, 2020 CITY COUNCIL SPECIAL MEETING MINUTES

---

**RECESS TO EXECUTIVE SESSION**

- B.** At 6:03 p.m. Council recessed into Executive Session with Interim City Attorney Grant Degginger for up to 15 minutes to discuss the qualifications of candidates for appointment public office pursuant to RCW 42.30.110 (1)(h)

The Council will take no action in executive session and will return to regular session.

---

**NEW BUSINESS**

- C.** City Council Interviews and Appointment Council Position #6 Vacancy

City Council reconvened the Special Meeting at 6:17 PM and commenced the interview process.

City Clerk Naomi Fay introduced the process for interviews, nominations, and voting for Council Position #6. Due to technical issues, City Manager Michael Ciaravino continued explaining the interview process.

Candidates interviewed were:

1. Gaurav Kumar
2. Sid Siegel
3. Joni Earl
4. Adam Morgan
5. Jon Ramer
6. Melissa Duque
7. Ryan Nichols

The order of interviews was determined by random drawing and lasted for approximately 15 minutes each which included the applicants opening statement. At approximately 7:23 p.m. City Council took a three (3) minute break and reconvened back into the Special Meeting to continue to conduct candidate interviews.

**At 8:00 p.m. Councilmember Steckler made a motion to extend the Special Meeting to 10:00 p.m. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

[R1 AS and Candidate Info](#)

---

**RECESS TO EXECUTIVE SESSION**

*(Confidential Session of the Council)*

- D.**

At 8:35 p.m. Members of Council recessed to executive session with City Attorney Grant Degginger for fifteen (15) minutes to discuss the evaluation of the qualifications of a candidate(s) for an appointment to elective office per RCW 42.30.110(1)(h).

At 8:51 p.m., with no objection, Council extended the executive session for an additional fifteen (15) minutes.

October 20, 2020 CITY COUNCIL SPECIAL MEETING MINUTES



**RECONVENE SPECIAL MEETING**

---

**E.**

City Council reconvened back into the Special Meeting at 9:06 p.m.

Councilmember Bond made a motion to nominate Adam Morgan to advance to the finalist round in the appointment process. Councilmember Cavaleri seconded the motion.

Councilmember Steckler made a motion to nominate Ryan Nichols to advance to the finalist round in the appointment process. Councilmember Briles seconded the motion.

Mayor Pro Tem Vignal made a motion to nominate Melissa Duque to advance to the finalist round in the appointment process. Councilmember Briles seconded the motion.

No further nominations were received, and the voting commenced.

**Ballot 1 Round 1**

Adam Morgan - 3 votes by Mayor Holtzclaw, Councilmember Bond and Councilmember Cavaleri

Ryan Nichols - 1 vote by Councilmember Steckler

Melissa Duque - 2 votes by Mayor Pro Tem Vignal and Councilmember Briles

**Ballot 1 Round 2**

Adam Morgan - 4 votes by Mayor Holtzclaw, Mayor Pro Tem Vignal, Councilmember Bond and Councilmember Cavaleri

Melissa Duque - 2 votes by Councilmember Steckler and Councilmember Briles

After the final tabulation of votes City Clerk Naomi Fay administered the Oath of Office to Adam Morgan.

[COMC Council Seat Vote Tabulation 10-20-2020 \(004\)](#)

**ADJOURNMENT**

---

With no objection, Mayor Holtzclaw adjourned the meeting at 9:24 p.m.

---

Brian Holtzclaw, Mayor

---

Naomi Fay, City Clerk

October 20, 2020 CITY COUNCIL SPECIAL MEETING MINUTES



## **MINUTES**

### **City Council Regular Meeting**

---

**6:00 PM - Tuesday, October 27, 2020**

**Virtual and Audio Meeting Format during COVID-19 Pandemic**

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

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

### **VIRTUAL MEETING INFO**

---

#### **A.**

City Council Regular Meeting  
Tue, Oct 27, 2020 6:00 PM - 8:30 PM (PDT)

**Please join my meeting from your computer, tablet, or smartphone.**  
<https://global.gotomeeting.com/join/449149493>

**You can also dial in using your phone.**  
United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Access Code:** 449-149-493

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<https://global.gotomeeting.com/install/449149493>

### **CALL TO ORDER**

---

Mayor Holtzclaw called the meeting of the Mill Creek City Council to order at 6:00 p.m.

### **PLEDGE OF ALLEGIANCE**

---

The Pledge of Allegiance was led by Councilmember Morgan.

### **ROLL CALL**

---

*Councilmembers Present:*  
*Brian Holtzclaw, Mayor*  
*Stephanie Vignal, Mayor Pro Tem*  
*Vince Cavaleri, Councilmember*  
*Mark Bond, Councilmember*  
*John Steckler, Councilmember*

*Councilmembers Absent:*

October 27, 2020 CITY COUNCIL REGULAR MEETING MINUTES

*Benjamin Briles, Councilmember*  
*Adam Morgan, Councilmember*

## AUDIENCE COMMUNICATION

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### B. Public comment on items on or not on the agenda

Barb Heidel, a Mill Creek resident, congratulated Councilmember Morgan on his recent appointment and provided Council with her thoughts on City management.

## PRESENTATIONS

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### C. Great Garden Awards 2020 (Councilmember John Steckler)

Councilmember Steckler gave a [presentation](#) describing the Great Garden Awards. The following were items discussed:

- Nomination and voting process
- What a winning garden exemplifies

Councilmember Steckler recognized the twelve award winners. All winners will receive a permanent plaque to display at their home.

Councilmember Steckler thanked members of the Arts and Beautification Board and City staff for their service.

[Oct. 27- AB Board Great Garden Awards Agenda Summary](#)  
[Great Garden Awards Presentation 2020](#)

## OLD BUSINESS

---

### D. Mill Creek Subarea Study (Planning and Development Services Manager Tom Rogers)

City Manager Michael Ciaravino introduced the Mill Creek Subarea Study agenda item and outlined the next steps in the planning process. Planning Manager Tom Rogers provided an overview of the topic and requested Council's input on the following measures to collect data on the following:

- 1.) No land use changes. Infrastructure and public facilities improvements only.
- 2.) Land use changes to allow a moderate amount of high density residential/mixed use development and supporting infrastructure; and
- 3.) Land use changes to allow a large amount high density residential/mixed use development and supporting infrastructure.

Council engaged in discussion and Q & A.

**Councilmember Briles made a motion to direct staff and inform the Planning Advisory Committee (PAC) to evaluate and compare the proposed three (3) alternatives for the Mill Creek Boulevard Subarea Plan. Councilmember Bond seconded the motion. The motion passed 5-2-0 with Councilmembers Steckler**

October 27, 2020 CITY COUNCIL REGULAR MEETING MINUTES

and Cavaleri opposed.

[MC Blvd. Study Agenda Summary October 27](#)

[MC Blvd Subarea Market and Alts Analysis Section 1 October 16 2020](#)

[MC Blvd Subarea Market and Alts Analysis Section 2 SEPTEMBER 22 2020 PRESENTATION](#)

[Mill Creek Boulevard Schedule October 23 2020](#)

## NEW BUSINESS

---

- E. Extension of a Cable Franchise Agreement with Frontier Communications Northwest Inc.  
(*Planning and Development Services Manager Tom Rogers and Ziplly Representative Jessica Epley*)

Planning Manager Tom Roberts briefed Council on the need to extend the existing cable franchise agreement.

**Councilmember Cavaleri made a motion to adopt Ordinance 2020-864 extending the existing cable franchise with Frontier Communications Northwest, LLC (dba Ziplly Fiber) for two years (to November 9, 2022). Councilmember Steckler seconded the motion. The motion passed unanimously.**

[Frontier Franchise Agreement Extension Agenda Summary Final](#)

[Mill Creek Frontier NW Fiber Extension Ordinance - Signed by CA](#)

## CONSENT AGENDA

---

- F. Approval of Checks #62559 through #62603 and ACH Wire Transfers in the Amount of \$130,017.60  
(*Audit Committee: Councilmember Bond and Mayor Pro Tem Vignal*)  
[VoucherApproval10-27](#)
- G. Payroll and Benefit ACH Payments in the Amount of \$259,489.72  
(*Audit Committee: Councilmember Bond and Mayor Pro Tem Vignal*)  
[Payroll Vouchers Packet](#)
- H. City Council Regular Meeting Minutes of October 13, 2020.  
[Meeting Minutes City Council Regular Meeting - 13 Oct 2020](#)

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

## REPORTS

---

- I. Mayor/Council  
**Mayor Holtzclaw** reported that the virtual town hall meeting planned for October 28th has been moved to Wednesday, November 4, 2020 due to a conflict with the Snohomish County Tomorrow (SCT) meeting.

**Councilmember Bond** reminded the Council about the LEOFF Board position vacancy and the need to fill the position.

October 27, 2020 CITY COUNCIL REGULAR MEETING MINUTES

**Councilmember Steckler** reported:

- He will not be able to attend the November 4th Mayor and Mayor Pro Tem virtual town hall event due to a scheduling conflict.
- The success of the shredding event on October 24, 2020 sponsored by the City, Peoples' Bank, and the Mill Creek Kiwanis Club. Councilmember Steckler thanked all who contributed to making this event a success.

**Mayor Pro Tem Vignal** apprised Council of:

- The updated membership on the Sound Transit Board.
- the importance of the upcoming Puget Sound Regional Council (PSRC) meeting and requested to become the voting member

**Councilmember Cavaleri made a motion to make Mayor Pro Tem Vignal the voting member of the PSRC on behalf of the City of Mill Creek. Councilmember Morgan seconded the motion. The motion passed unanimously.**

**Mayor Pro Tem Vignal continued her report on the following:**

- Reminded Council of the email invite from Heather Thomas of the Snohomish Health District regarding the upcoming meeting on the latest COVID-19 cases
- Reported that the Everett School District has announced there will be no in person school attendance until January 2021
- Briefed Council on a phone call with Congresswoman Susan DelBene's office related to the CARES Act funding.

**Councilmember Cavaleri** requested an update on the City's outreach efforts for CARES Act funding.

**Councilmember Briles:**

- Thanked Councilmember Steckler and the Art's and Beautification Board regarding the Great Gardens Awards
- Announced that he will attend the virtual town hall on November 4, 2020.

**J. City Manager**

- Snohomish Regional Drug Task Force ILA
- Planning Schedule

City Manager Michael Ciaravino reported that the Interlocal agreement with the Snohomish County Regional Drug Taskforce has been removed from tonight's agenda due to Snohomish County updating the current agreement.

[ILA Snohomish Regional Drug Task Force](#)  
[R2 JB Council Planning Schedule 10-22-20 \(BLH\)](#)

**K. Staff**

- Finance Director Jeff Balentine - CAREs Report Update

October 27, 2020 CITY COUNCIL REGULAR MEETING MINUTES

Finance Director Jeff Balentine provided an update to Council on the City of Mill Creek's efforts to support local businesses with CARES Act Funding.

**AUDIENCE COMMUNICATION**

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

There we no audience members wishing to address Council.

**ADJOURNMENT**

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With no objection, Mayor Holtzclaw adjourned the meeting at 7:48 p.m.

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Brian Holtzclaw, Mayor

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Naomi Fay, City Clerk

October 27, 2020 CITY COUNCIL REGULAR MEETING MINUTES

OCTOBER 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
		Council				
11	12	13	14	15	16	17
		Council				
18	19	20	21	22	23	24
		Special Meeting				
25	26	27	28	29	30	31
		Council				
NOVEMBER 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
		Council				
8	9	10	11	12	13	14
		Council				
15	16	17	18	19	20	21
22	23	24	25	26	27	28
		Council				
29	30					
DECEMBER 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		Council				
6	7	8	9	10	11	12
		Council				
13	14	15	16	17	18	19
20	21	22	23	24	25	26
		Council				
27	28	29	30			
		1	2	3	4	5

## Tentative Council Meeting Agendas Subject to change without notice

***Last updated: October 22, 2020***

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

### **November 10, 2020**

- Public Hearing on 2021-2022 Preliminary Budget & 2021 Property Tax Levy (if any)
- Study Session on 2021-2026 Capital Improvement Plan (CIP)

### **November 24, 2020**

- Public Hearing on Propose 2021 Property Tax Levy (if any)
- Public Hearing on Proposed 2021-2022 Budget
- Council action on any 2021 Property Tax levy (if proposed)
- Public Hearing on 2021 – 2026 CIP

### **December 1, 2020**

- Study Session on proposed final 2019-2020 Budget Amendments
- Public Hearing on Adoption of 2021- 2022 Final Budget
- Public Hearing on Adoption of 2021-2026 CIP
- Council action on adoption of final 2021- 2022 Budget
- Council action on adoption of final 2021- 2026 CIP

### **December 8, 2020**

- Public Hearing and Adoption of 2019 – 2020 final Budget Amendments
- Public Hearing on Adoption of 2021- 2022 Final Budget (**as necessary if not completed 12/1/2020**)
- Public Hearing on Adoption of 2021-2026 CIP (**as necessary if not completed 12/1/2020**)

### **Possible Work Session Topics for Discussion**

- Public Records Ordinance Amendment
- Body Worn Camera Update – equipment cost estimates, workload analysis, financial impact of video processing
- Victim Coordination Services Agreement