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THE CITY OF MILL CREEK CURRENT • Winter 2012

A Message from the City Manager

After several months of work, the city council and staff are nearing completion of the strategic plan for the city. The purpose of this strategic plan is to establish a “road map” for city decisions in the near term, ensuring Mill Creek’s quality of life is maintained for its residents and businesses. The plan suggests actions, both fiscally and policy, to ensure Mill Creek can maintain those attributes of its community character, public services and facilities, fiscal balance, economic development, growth and annexation. The plan will identify a series of financial and policy actions to get the city on course. It will call for a reduction in and then the end to deficit spending, relaxing the drain on the city’s reserves through a combination of continued cost containment and revenue enhancement and diversification. Implementing the plan’s integrated recommendations, will result in the city having a balanced budget and be in a stronger position to provide public services at the levels the community desires.

The city held its annual city Employee/Volunteer Appreciation Lunch to thank the staff and city

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Community Development News



October 12th Open House

Strategic Plan Update

The City of Mill Creek has embarked on a strategic planning process to help identify long-term goals and annual objectives and provide detailed strategies that address community needs and organizational performance. Throughout the process, the City Council has placed a high priority on community input in preparing the Strategic Plan and is still seeking public feedback on the Plan.

Strategic Plan Document

An initial Strategic Plan draft framework document was made available for public review and comment in late September. On October 12th, the City hosted an Open House, which provided a chance for the community to learn more about the process and the plan and discuss it with City Councilmembers and staff.

Based on comments and feedback received at the October 12th Open House, the Strategic Plan draft framework document was expanded and revised and made available for further review and comment in early November. A City Council Retreat on November 14th provided further opportunities to incorporate community input into the document.

The next steps in the strategic planning process include an Open House/Workshop in early January, along with review and discussion of the Strategic Plan at Council meetings in January and February.

For more information or to be added to the mailing list for updates and upcoming meeting dates, please contact Senior Planner Camille Christ at (425) 921-5726 or via email at camillec@cityofmillcreek.com.

Employee of the Year

The City of Mill Creek is pleased to announce the selection of Jodie Gunderson, Accounting Specialist, as Employee of the Year for 2011.

Jodie was selected from a list of persons nominated by the management team. She is highly praised by fellow employees for her excellent customer service and strong work ethic. Jodie is self directed and takes on any request even during the busiest of work days with a smile. She sets the standard for the high level of customer service at the City. Jodie recently celebrated 20 years of exemplary service to the City. The Employee of the Year program was created in 1997 for the purpose of recognizing employees



Jodie Gunderson, Accounting Specialist

on a regular basis for their individual contribution to the City. Employees are nominated and selected based on the following criteria:

- Demonstrates an Ability to Implement the City's Mission Statement and City Internal/External Customer Service Values on an Ongoing Basis
- Team Player
- Goes the Extra Mile
- Sets the Standards for Others
- Makes Good Use of Time
- Has a Good Attitude
- Makes a Positive Contribution

Congratulations to Jodie Gunderson for a job well done and to the other nominees who were eligible for this award.

Employee of the Quarter

The City of Mill Creek is pleased to announce the selection of Kim Mason-Hatt, Public Works Administrative Assistant, as Employee of the Quarter for the period of July to September, 2011.

Kim was the acting City Clerk for most of the third quarter of the year and did an outstanding job in that temporary role. Kim still "volunteered" her time to complete many of her typical roles as the Public Works Administrative Assistant thus demonstrating a great team spirit. She was essentially doing two jobs at the same time and had to deal with the stress associated with that double duty. She did so without complaint and was, as usual, still willing to help out in any way she could. During this period she maintained her usual excellent customer service attitude with both the public and



*Kim Mason-Hatt,
Administrative Assistant*

staff. Kim goes the extra mile on a consistent basis and during trying times.

The Employee of the Quarter is a

program introduced at the City in 1997. It was created for the purpose of recognizing employees on a regular basis for their individual contribution to the City. Quarterly employees are nominated and selected based on the following criteria:

- Demonstrates an Ability to Implement the City's Mission Statement and City Internal/External Customer Service Values on an Ongoing Basis
- Team Player
- Goes the Extra Mile
- Sets the Standards for Others
- Makes Good Use of Time
- Has a Good Attitude
- Makes a Positive Contribution

Congratulations to Kim Mason-Hatt for a job well done and to the other nominees who were also suggested for the award.



POLICE DEPARTMENT

Sergeant Larry F. Davis Award

Sergeant Larry F. Davis passed away in November of 2005. Larry left 34 years of law enforcement service as his gift to the City of Mill Creek.

Sergeant Davis served the community and citizens of Mill Creek for over 15 years, and is best remembered for his professionalism, his friendship, his dedication to the law enforcement profession, and for always putting the needs of others before his own.

Best known for her "can do" attitude, Robin Swanson is described as:

- Incredibly hard working
- A producer of uncompromised high quality work
- One who never gives up
- Compassionate and caring
- A loyal friend, and a dedicated professional
- Dependable, reliable, trustworthy and
- Someone who will always make the time for others

Robin has served many roles within the agency, and has tackled every challenge presented with grace and poise, with confidence, and with unquestionable dedication. Never a project too large, nor ever a need of a co worker too small. Every single day receives 110% effort.

Behind the success of every organization are its unsung heroes. These heroes go quietly about their business without any expectation of reward or recognition, and whose work and accomplishments are always



*Robin Swanson,
Support Services Manager*

motivated by the common good and never for their own personal gain. They are often overlooked during a celebration, but they are generally the organizers of it.

A prevailing wind, and a large sail will move any ship forward, but it's the keel that gets it where it's going.

On behalf of the Mill Creek Police Department, please join the Department in congratulating Support Services Manager Robin Swanson as the 2011 recipient of the Sergeant Larry F. Davis Award.

*Police Department News
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New City Attorney



*Shane Moloney,
City Attorney*

The City of Mill Creek has hired Shane Moloney as its City Attorney. "We are very impressed by the quality of the individual as well as the qualifications he brings to the position," said Tim Burns, Mill Creek City Manager. "Shane has a reputation as an effective leader and problem solver, he will be a great addition to the City team."

Mr. Moloney began work with the City in early October. Previously he was working as the Assistant City Attorney for the City of Mercer Island. Prior to this role, he worked in private practice and is a graduate of the University of Washington School of Law. He has extensive experience in civil and criminal litigation, as well as municipal law. Shane makes his home in Mercer Island.

The City Council authorized the creation of the City Attorney staff position to direct the comprehensive legal services of the City. Previously, the City has been contracting for all of its prosecution and municipal legal services.



Please visit the City's website: www.cityofmillcreek.com

POLICE DEPARTMENT

Officer of the Year



Sergeant Stan White

2011 celebrates the 20th year that the Mill Creek Police Department has paid an annual tribute to its "Officer of the Year."

Sergeant Stan White has walked in the footsteps of 19 predecessors that have been honored since 1991 as "Mill Creek's Finest." Sergeant White exhibits the standard of expected excellence for others to follow.

The core values of the Mill Creek Police Department are Respect, Integrity, Honesty and Professionalism and Stan exemplifies all four.

Stan White demonstrated, even under the difficult of situations, that humor, compassion and teamwork are the keystones of a successful agency, and equally that those same attributes are what separate a "great"

organization from merely a "good" organization. Stan walks the walk and talks the talk.

Sergeant White assumes leadership and responsibility, never backs away from a challenge, and continually strives for departmental improvement. Through diverse experience, Stan remains focused on providing uncompromising service to the community, and unwavering devotion and dedication to the men and women of the agency. Such qualities continue to memorialize the foundation of excellence attributed to the Mill Creek Police Department.

It is with respect and admiration that the Mill Creek Police Department selected Sergeant Stan White as Officer of the Year for 2011.

Promotions/Sergeant



Sergeant Bart Fouch

Bart Fouch:

Sergeant Bart Fouch is a six-plus year veteran of the Mill Creek Police Department and has served the agency as a Patrol Officer, the Assistant Rangemaster, Taser Instructor and as a Field Training Officer. Sergeant Fouch was also honored as Mill Creek Police Department's Officer of the Year in 2010.

Prior to joining the Mill Creek Police Department, Bart was employed as a long shoreman and worked as a lead aircraft mechanic for BF Goodrich in Everett for 14 years.

While away from work Bart enjoys cycling, pistol and rifle shooting, reading and spending time with his wife Cindi and their daughters Kylie and Jaidyn.

Stan White:

Sergeant Stan White has been a police officer for sixteen years, and is an eight year veteran of the Mill Creek Police Department. Sergeant White's assignments have included Patrol Officer, Detective, Department Rangemaster, Field Training Officer and Acting Sergeant. Stan is also a member of the Snohomish County Multiple Agency Response Team and was the Mill Creek Police Department's Officer of the Year in 2011. (See above.)

Stan is a Washington native and enjoys spending his free time with his four children, his wife Jessica, and his recreational interests include golf and fly fishing.



PUBLIC WORKS

Please Keep Street Curbs Clear of Leaves and Storm Debris

As the leaves continue to fall off the trees and the winter storm season approaches, please make sure your leaves and storm debris do not end up in the street curbs. When leaves pile up on street storm drains, it can create standing water in the street. With over 70 miles of curb to sweep, the city cannot always keep storm drains from becoming clogged with leaves during storms. This is where citizens can pitch in to help watch the storm drains in their neighborhood to prevent drainage problems. When a leaf or debris buildup does occur, it can usually be easily cleared by using a broom or rake to push any leaves or pine needles away from the drain grate. Keeping storm drains clear is in the best interest of everybody to prevent flooding and standing water problems.

Please remember that property owners are responsible for the maintenance of their yards and street frontage right up to the curb and this includes proper disposal of leaves and storm debris. Waste Management can provide additional yard waste containers or you can place the yard waste into large compostable sacks available at most home and garden centers. Within the Mill Creek city limits, there is no additional fee from Waste Management for picking up additional sacks of residential yard waste as long as the waste is placed in the compostable sacks. There is a charge for additional yard waste totes.

If it is too late and leaves or debris has clogged a storm drain causing ponding in the travel lanes of the roadway, please call City Hall at 425-745-1891 or send an email to Les Anderson, Public Works Supervisor, at Les@cityofmillcreek.com and the City will respond as soon as possible. Thanks for your assistance.



Existing Filterra Unit on 9th Avenue SE

City Hall Drainage Retrofit

Mill Creek is installing a low maintenance filter vault in the City Hall parking lot as a retrofit to improve water quality. The stormwater runoff from the high traffic volume parking lot is currently untreated before it flows down to the regional pond on Mill Creek Boulevard and 161st Street SE. The new vault is a "Filterra" unit, similar to the four structures on 9th Avenue SE, and uses vegetation as a natural filtration system. The estimated cost of the project is approximately \$52,500, and funding was provided by a grant from the Washington State Department of Ecology.

Do You Have Suggestions for City Capital Projects?

Every other year the City updates its seven-year Capital Facilities Plan (CFP). The CFP is an important financial planning document used to program the city's major capital expenditures. This update will focus on the period from 2013 through 2019. The city is seeking input from local citizens on both new and existing projects. There will be several opportunities for citizens to address the city council during the CFP development process, which will start in January and conclude in June of 2012. The current 2011-2017 CFP can be viewed on the city's website (www.cityofmillcreek.com) by first clicking on City Departments on the home page and then Public Works. If you have suggestions for capital projects that are not already in the CFP, please send them to Tom Gathmann, Public Works Director, at TomG@cityofmillcreek.com.

City of Mill Creek Council*

**Elected for four-year terms. Mayor selected for a two-year term.*



Mike Todd
Mayor
Position 6
Term expires 12/31/15



Donna Michelson
Mayor Pro Tem
Position 2
Term expires 12/31/13



Terry Ryan
Position 1
Term expires 12/31/13



Kathy Nielsen
Position 3
Term expires 12/31/13



Bart Masterson
Position 4
Term expires 12/31/13



Mark Harmsworth
Position 5
Term expires 12/31/15



Mark Bond
Position 7
Term expires 12/31/15

CITY STAFF

City Manager.....Tim Burns
timb@cityofmillcreek.com

**Community Development
Director**Steve Butler
steve@cityofmillcreek.com

Public Works DirectorTom Gathmann
tomg@cityofmillcreek.com

Police Chief Bob Crannell
105@cityofmillcreek.com

Finance Director.....Landy Manuel
landy@cityofmillcreek.com

City Clerk Kelly Chelin
kelly@cityofmillcreek.com

Recreation Supervisor Pam Olson
pam@cityofmillcreek.com

Important City Phone Numbers

Mill Creek Police Department
425-337-1115 or 425-745-6175

Mill Creek City Hall
425-745-1891 or 425-337-1116

Mill Creek Fire Station
425-486-1217

Hammitt Public Library
425-337-4822

City offices are located at
15728 Main Street, Mill Creek, WA 98012



SUMMARY OF COUNCIL ACTIONS OF INTEREST (Through October 2011)

Ordinances: *(Ordinances are legislative acts or local laws enacted by the City Council. They are the most permanent and binding form of Council action, and typically dictate permanent rules of conduct or government.)*

- 2011-736 Passed by the Council on 9/13/11 - Amending Mill Creek Municipal Code Section 14.09.010.A.3 to Clarify Certain Administrative Decisions.
- 2011-737 Passed by the Council on 10/4/11 - Amending Ordinance Number 2010-721, Adopting the 2011-2012 Biennial Budget to Adjust Appropriations.

Resolutions: *(Resolutions are a less formal rule than ordinances and typically express an opinion of the City Council.)*

- 2011-475 Passed by the Council on 9/6/11 - Awarding the Contract for the Sports Park Special Events Temporary Parking Project.
- 2011-476 Passed by the Council on 9/27/11 - Approving a Real Property Option and Lease Agreement With T-Mobile West Corporation for a Cellular Transmission Tower and Equipment Shed Located on City Property Adjacent to the Mill Creek Sports Park.
- 2011-477 Passed by the Council on 10/11/11 - Establishing And Implementing Formulas For Use In Determining Appropriate Mitigation For Property Development Impacts On Public Parks And Recreation Facilities Under Chapters 17.48 And 18.04, Mill Creek Municipal Code, And Other State Laws.

A Message from the City Manager

(Continued from page 31)

volunteers for their dedicated hard work and for the great job they did over the past year. During the luncheon we distributed length of service awards for city staff for their dedicated public service to your community. Additionally, a number of annual awards were presented to some of the staff. Support Services Manager Robin Swanson was the recipient of the Larry F. Davis Award for 2011. This award is presented to the police department staff member who exemplifies the character, values and caring mannerisms of the award's namesake. The 2011 Officer of the Year Award was given to Sergeant Stan White for his keen work ethic and dedicated service to the law enforcement profession. Lastly, Jodie

Gunderson was named the 2011 Employee of the Year for the city. Jodie is an Accounting Specialist in our Finance Department. Congratulations to all of our recipients, and to all of our staff and volunteers for a Job Well Done!

I continue to be honored to serve the citizens of Mill Creek and to work with such dedicated staff and volunteers who work hard every day to provide the best possible service. I hope to see you around the city.

– Tim Burns

City Calendar

Monday (Even Months)
Library Board 5pm

1st, 2nd & 4th Tuesdays
Council Meeting 6pm

1st Wednesday
Youth Advisory Board 4pm
Park Board 5pm

2nd Wednesday
Civil Service Commission 3pm
Art & Beautification Board 4pm

3rd Wednesday
Youth Advisory Board 4pm

3rd Thursday
Design Review Board 5:15pm
Planning Commission 7pm



Mill Creek Parks and Recreation 2012 Winter Program Information www.cityofmillcreek.com

Parents' Night Out

Parents, do you need a fun place to send your children while you do some much needed holiday shopping, go out to dinner or take time to yourself? Let the Parks & Recreation staff and the Youth Advisory Board members entertain your children (ages 4-10). They will have tons of fun playing games, watching a movie and making arts and crafts.

Dates: Friday, December 9th and Friday, February 10th from 6:30 – 9:00 pm.

Suggested Minimum Cost: \$5 per child donation; all proceeds benefit the Youth Advisory Board. Please call Kristen Snyder to register at 425- 921-5779 or 425-745-1891.

Parents must Pre-Register - space is limited.

Eggstravaganza Egg Hunt in Mill Creek **FREE**

Please join the City of Mill Creek and Community Event Sponsors for the Annual FREE* Eggstravaganza Egg Hunt – Rain or Shine on April 7, 2012 for ages 1 through 5th grade. The event will kick-off with face painting and balloon animals, followed by music and a special visit from the Easter Bunny!

Time: Festivities begin at 10:30 am
(Age-appropriate Egg Hunt schedule below)
Egg Hunts for 1 year through 4 years – begin at 11:00 am
Egg Hunts for K through 5th Grades – begin at 11:30 am

Location: Heatherwood Middle School Field
1419 Trillium Blvd. SE, Mill Creek

(Parking is available at both Heatherwood Middle School & Jackson High School)

***Admission:** Please bring a non-perishable food item to help support Volunteers of America Food Bank and/or donate a new or lightly used (freshly clean) blanket.

50/50 Raffle: tickets sold as fundraiser for Youth Advisory Board members. Drawing for raffle on Monday, April 9, 2012; NO need to be present to win.

Teen Flashlight Egg Hunt **FREE**

Get ready for our third Teen Flashlight Egg Hunt hosted by Mill Creek Youth Advisory Board members and community sponsors! Local teens are encouraged to get their flashlights ready for this fun event to win prizes and candy on Friday, March 30th. Activities begin at 7:30 pm in the Heatherwood Middle School Cafeteria (1419 Trillium Blvd. SE, Mill Creek). Egg Hunt is for teens in 6th through 12th Grade. Hunt will be held in gymnasium. Remember to bring your flashlight and a bag to hold your goodies!



Winter 2012 Programs Specialty Classes:

- Preschool Pals
- Let's Learn Spanish
- Princess Party
- Music for Baby/Preschool
- Dog Obedience
- Young Ladies & Gentleman
- Babysitting Safety
- Play-Well TEKnology
- SAT Prep
- Personal Finance Seminar
- Kitchen Design
- Wine 101

Fine Art Classes:

- Art Classes
- Cooking
- Sewing
- Guitar
- Piano
- Photography
- Cupcake Decorating

Fitness Classes:

- Tiger Kids Martial Arts
- Cheerleading Camp
- Basketball Camp
- Youth Challenge Fitness
- Kid Yogarobics
- Kidz Love Soccer
- Youth and Adult Dance Classes
- Weight Loss Hypnosis
- Hoop Dance
- Yoga
- Ballet

REGISTRATION

**2012 Spring/Summer Classes & Programs
starts March 12, 2012**

www.cityofmillcreek.com • (425) 745 – 1891