Regular meetings of the Mill Creek City Council shall be held on the first, second and fourth Tuesdays of each month commencing at 6:00 p.m. in the Mill Creek Council Chambers located at 15728 Main Street, Mill Creek, Washington. Your participation and interest in these meetings are encouraged and very much appreciated. We are trying to make our public meetings accessible to all members of the public. If you require special accommodations, please call the City Clerk at (425) 921-5732 three days prior to the meeting.

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

To comment on subjects listed on or not on the agenda, ask to be recognized during the Audience Communication portion of the agenda. Please stand at the podium and state your name and address 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. 2017-814
Next Resolution No. 2017-563

January 10, 2017
City Council Meeting
6:00 PM

CALL TO ORDER:
FLAG SALUTE:
Led by Boy Scout Troop #267
ROLL CALL:
AUDIENCE COMMUNICATION:
   A. Public comment on items on or not on the agenda

NEW BUSINESS:
   B. 2017 Council Liaison Positions
      (Rebecca C. Polizzotto, City Manager)
   C. Appointment to the Parks and Recreation Board
      (Council Interview Committee)
   D. State Grant Contract for the Public Works Shop
      (Rebecca C. Polizzotto, City Manager)
STUDY SESSION:
   E. Amendments to the Mill Creek Municipal Code to Incorporate Low Impact Development Practices
      (Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA:
   F. Approval of Checks #56312 through #56431 and ACH Wire Transfers in the Amount of $735,779.88
      (Audit Committee: Councilmember Todd and Councilmember Kelly)
   G. Payroll and Benefit ACH Payments in the Amount of $274,882.43
      (Audit Committee: Councilmember Todd and Councilmember Kelly)

REPORTS:
   H. Mayor/Council
   I. City Manager
      • Council Planning Schedule

AUDIENCE COMMUNICATION:
   J. Public comment on items on or not on the agenda

ADJOURNMENT
CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: 2017 COUNCIL LIAISON POSITIONS

KEY FACTS AND INFORMATION SUMMARY: Pursuant to the City of Mill Creek’s Governance Manual, the City Council is to select individual council liaison roles to regional bodies, and community organizations, based upon the desire, qualifications and skills of interested Councilmembers. It is the duty of staff and Council who represent the City to advocate positions that are consistent with City policies, projects and plans. (See section 1.3.5, 1.3.6 and 1.3.7 of the City of Mill Creek Manual of City Governance).

It is customary for the Council to renew and/or revise liaison appointments at the beginning of a calendar year.

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:

The proposed 2017 Liaison Assignments List is attached for Council’s reference.

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager
2017 City Assignments List

<table>
<thead>
<tr>
<th>Board/Commission/Committee</th>
<th>Meeting Date/Time &amp; # Meetings Annually</th>
<th>Staff Representatives</th>
<th>2017 Representatives</th>
</tr>
</thead>
</table>
| Art/ Beautification Advisory Board         | 2nd Weds/4:00 p.m. (12 mtgs)           | Recreation & Tourism Manager                      | Donna Michelson  
|                                           |                                        |                                                   | Mark Bond*                            |
| Joint Fire Board                           | Quarterly/8:00 a.m. (4 mtgs)           | City Manager                                      | Mark Bond  
|                                           |                                        |                                                   | Pam Pruitt  
| Mayors Lunch Meetings                     | 1st Weds/12 noon (12 mtgs)             | N/A                                               | Pam Pruitt*                           |
| Parks and Recreation Board                 | 1st Weds/5:00 p.m. (12 mtgs)           | Recreation & Tourism Manager                      | Sean Kelly  
|                                           |                                        |                                                   | Vince Cavaleri*                       |
| Puget Sound Regional Council               | Annually                               | Director of Community & Economic Development       | Pam Pruitt*                           |
| SNOCOM                                     | 3rd Thurs/8:30 a.m. (12 mtgs)          | Chief of Police                                   | Pam Pruitt*                           |
| SERS                                       | 1st Thursday/10:00 a.m.                | Chief of Police                                   | Pam Pruitt*                           |
| Snohomish County Tomorrow (SCT) Steering Committee | 4th Weds/6:00 p.m. (12 mtgs)          | Director of Community & Economic Development       | Brian Holtzclaw  
|                                           |                                        |                                                   | Pam Pruitt*                           |
| WRIA 8 Forum                               | 3rd Thurs/every other month 3:00-5:15 pm (6 mtgs)  
|                                           | January 15, March 19, May 21, July 16, September 17, October 9 and November 19 | Director of Public Works              | Sean Kelly  
|                                           |                                        |                                                   | Vince Cavaleri*                       |

*alternate
<table>
<thead>
<tr>
<th>Snohomish Health Board</th>
<th>2nd Tues/3:00-5:00 p.m. (12 mtgs)</th>
<th>N/A</th>
<th>Mark Bond</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mill Creek Business Association</td>
<td>3rd Tues/12 noon (12 mtgs)</td>
<td>Director of Communications &amp; Marketing</td>
<td>Pam Pruitt</td>
</tr>
<tr>
<td>Community Transit</td>
<td>1st Thurs/3:00 p.m. (12 mtgs)</td>
<td>N/A</td>
<td>Mike Todd</td>
</tr>
<tr>
<td>Snohomish County Cities &amp; Towns (SCC)</td>
<td>3rd Thurs Typically: 5:30 p.m. social 6:00 p.m. dinner (12 mtgs)</td>
<td>N/A</td>
<td>Mike Todd</td>
</tr>
<tr>
<td>Alliance for Housing Affordability (AHA)</td>
<td>Monthly: then Quarterly</td>
<td>Director of Community &amp; Economic Development</td>
<td>Brian Holtzclaw</td>
</tr>
</tbody>
</table>

*alternate*
AGENDA ITEM #C.

CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM:  APPOINTMENT TO THE PARKS AND RECREATION BOARD

ACTION REQUESTED:
Make appointment to the Parks and Recreation Board.

KEY FACTS AND INFORMATION SUMMARY:
There are currently two vacancies on the Parks and Recreation Board -- one mid-term vacancy, which expires on October 31, 2017, and one full-term vacancy, which expires on October 31, 2019. Notices soliciting volunteers were posted at City Hall, on the City’s website and press releases were sent to the local newspapers.

Three individuals provided written responses to the notice for the vacant position on the Parks and Recreation Board. Interviews are scheduled with the Council Interview Committee at 5:20 p.m. on Tuesday before the Council meeting.

CITY MANAGER RECOMMENDATION:
N/A

ATTACHMENTS:
Written responses expressing a desire to serve on the Parks and Recreation Board from:
- Thomas M. Amacker
- Tyler Hogan
- Peter Lalic

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager

G:\EXECUTIVE\WP\COUNCIL\SUMMARY\2016\Planning Commission Appointment 2016.docx
To: City of Mill Creek

Parks and Recreation Advisory Board

Subject: Letter of Application

Appointment as Volunteer Member, Parks and Recreation Board

To Whom It May Concern:

I would like to be considered for appointment as a volunteer member of the City of Mill Creek Parks and Recreation Board.

I am a 79 year old retired man who has been a resident of this community since October 11, 2015 and am a registered voter of Snohomish County. I live at 1111 Mill Creek Boulevard, F104, Mill Creek, Washington 98012-3008. I had one year of college and attended a number of US Air Force training schools, becoming an instructor for the Air Force Reserve Aerial Port Squadrons principally teaching the proper loading of cargo air craft. As a retired person, I spend a good deal of time at my computer writing fiction (mostly mysteries and adventure yarns which I publish in online services as well as my own web site.

I am the Democratic PLO for Mill Creek Precinct 9 (appointed) and will begin a four year elected term as the PLO for Precinct 9 on December 1, 2016. The PCO duties should not interfere with any work or study I am called upon for the City Parks and Recreation Board.

Thank you for your consideration.

Thomas W. Amacker
1111 Mill Creek Boulevard, F104
Mill Creek, Washington  98012-3008
(Home) 425-224-4958
(Cell) 562-221-3179
December 22, 2016

Mill Creek City Council
15728 Mill Creek Boulevard
Mill Creek, WA 98012

SUBJECT: PARK BOARD VACANCY

I would like to express my interest in volunteering for the Parks and Recreation Board. As for a little background on myself and my reason for interest. My family moved to Mill Creek in 1982 when I was 9 years old. I grew up riding my bike on the nature trails and visiting the various parks. I remember playing soccer and little league on the fields around Mill Creek. Things have certainly grown up since then. I moved back to Mill Creek in 2008, and I still use the trails for running and recreation when the weather is nice. I currently volunteer as a coach at the Mill Creek YMCA. I am a big believer in the idea that exercise and active lifestyle are key building blocks to a more fulfilling life and I want to be sure that my community continues to have exceptional facilities and opportunities for all to enjoy.

I look forward to meeting you to discuss my interest and qualifications.

Sincerely,

[Signature]

Tyler Hogan
Tyler.j.hogan@ampf.com
425-337-3847
December 1, 2016

Peter Lalic
3223 150th Pl SE
Mill Creek, WA 98012

City of Mill Creek
Attn: Sherrie Ringstad
15728 Main St.
Mill Creek, WA 98012

Hi Sherrie,

I am interested in volunteering for the Park and Recreation Board. Even in retirement you still have to keep busy. Helping others and/or contributing to your community makes the world a better place.

Sincerely
Pete Lalic

Pete Lalic
AGENDA ITEM #D

CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: STATE GRANT CONTRACT FOR THE PUBLIC WORKS SHOP

ACTION REQUESTED:
Authorize the City Manager to execute the attached contract documents for the State Department of Commerce grant for the proposed Public Works shop.

KEY FACTS AND INFORMATION SUMMARY:
In 2016, the City was awarded a grant in the amount of $257,000 for a new Public Works shop from the State Department of Commerce. Representative Mark Harmsworth was instrumental in helping the City obtain this funding for the proposed project on the Cook property, and the new Public Works shop was included in the recently adopted biennial budget and CIP. The net amount of the grant is $249,290.00 after the 3% State service fee.

The Council approved a consultant design contract in the amount of $219,122.00 for the Public Works shop on September 27, 2016. Design work is currently underway, and more information on the proposed project and costs will be brought to the City Council when better defined. The building itself will be relatively straightforward, but there are challenges on the Cook property, including wetland buffers, stormwater drainage, grading and utilities that require design expertise. In addition, the building exterior features will have to be reviewed by the City Design Review Board, and a City Conditional Use Permit is also required.

CITY MANAGER RECOMMENDATION:
The City Manager recommends approval of the attached contract documents for the State Department of Commerce grant for the proposed Public Works shop.

ATTACHMENTS:
- Contract for the State Department of Commerce grant for the Public Works shop.

Respectfully Submitted:

[Signature]
Rebecca C. Polizzotto
City Manager

G:\EXECUTIVE\WP\COUNCIL\SUMMARY\2017\Public Works Shop Grant Contract.docx
Grant to

City of Mill Creek

through

The 2017 Local and Community Projects Program

For

Mill Creek Parks and Public Works Shop - Construction of a covered storage facility.

Start date: April 18, 2016
# Table of Contents

## Face Sheet
- Grant Signage
- Definitions
- Independent Disputes
- Change Documentation
- All Compensation
- Attorney's Fees
- Governing Ownership
- Limitation
- Insurance
- Right of Inspection
- Prevailing Wage Law
- Billing Procedures and Payment
- Inspections
- Recapture
- Industrial Licensing
- Right of Publicity
- Recapture
- Political...

## State Grant Contract for the Public Works Shop (Rebecca C. P...)

### Terms and Conditions
1. Grant Management
2. Compensation
3. Certification of Funds Performance Measures
4. Prevailing Wage Law
5. Documentation and Security
6. Basis for Establishing Real Property Values for Acquisitions of Real Property
7. Expenditures Eligible for Reimbursement
8. Billing Procedures and Payment
9. Insurance
10. Order of Precedence
11. Reduction in Funds
12. Ownership of Project/Capital Facilities
13. Change of Ownership or Use for GRANTEE-Owned Property
14. Change of Use for Leased Property Performance Measure
15. Modification to the Project Budget
16. Signage, Markers and Publications
17. Historical and Cultural Artifacts
18. Reappropriation
19. Recapture
20. Termination for Fraud or Misrepresentation

## General Terms and Conditions
1. Definitions
2. Access to Data
3. Advance Payments Prohibited
4. All Writings Contained Herein
5. Amendments
6. Americans with Disabilities Act (ADA)
7. Assignment
8. Attorney's Fees
9. Audit
10. Confidentiality/Safeguarding of Information
11. Conflict of Interest
12. Copyright Provision
13. Disputes
14. Duplicate Payment
15. Governing Law and Venue
16. Indemnification
17. Independent Capacity of the Grantee
18. Industrial Insurance Coverage
19. Laws
20. Licensing, Accreditation and Registration
21. Limitation of Authority
22. Noncompliance with Nondiscrimination Laws
23. Political Activities
24. Publicity
25. Recapture
26. Records Maintenance
27. Registration with Department of Revenue
28. Right of Inspection
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>29.</td>
<td>Savings .......................................................... 7</td>
</tr>
<tr>
<td>30.</td>
<td>Severability .................................................. 8</td>
</tr>
<tr>
<td>31.</td>
<td>Site Security .................................................. 8</td>
</tr>
<tr>
<td>32.</td>
<td>Subcontracting ............................................... 8</td>
</tr>
<tr>
<td>33.</td>
<td>Survival ...................................................... 8</td>
</tr>
<tr>
<td>34.</td>
<td>Taxes ........................................................... 8</td>
</tr>
<tr>
<td>35.</td>
<td>Termination for Cause ........................................ 8</td>
</tr>
<tr>
<td>36.</td>
<td>Termination for Convenience ............................... 9</td>
</tr>
<tr>
<td>37.</td>
<td>Termination Procedures ....................................... 9</td>
</tr>
<tr>
<td>38.</td>
<td>Treatment of Assets ........................................... 10</td>
</tr>
<tr>
<td>39.</td>
<td>Waiver .......................................................... 10</td>
</tr>
</tbody>
</table>

Attachment A, Scope of Work; Attachment B, Budget; Attachment C, Availability of Funds; Attachment D Certification of Prevailing Wages; Attachment E, Certification of LEED
**FACE SHEET**

Grant Number: 17-93205-028

Washington State Department of Commerce  
Local Government Division  
Community Capital Facilities Unit

<table>
<thead>
<tr>
<th>1. GRANTEE</th>
<th>2. GRANTEE Doing Business As (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Mill Creek</td>
<td></td>
</tr>
<tr>
<td>15728 Main Street</td>
<td></td>
</tr>
<tr>
<td>Mill Creek, Washington 98012</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Grantee Representative</th>
<th>4. COMMERCE Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scott Smith</td>
<td>Sheryl Reed</td>
</tr>
<tr>
<td>(425) 745-1891</td>
<td>Project Manager</td>
</tr>
<tr>
<td><a href="mailto:scotts@cityofmillcreek.com">scotts@cityofmillcreek.com</a></td>
<td>(360) 725-3074</td>
</tr>
<tr>
<td></td>
<td>Fax 360-586-5880</td>
</tr>
<tr>
<td></td>
<td>Olympia, WA 98504-2525</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:sherylreed@commerce.wa.gov">sherylreed@commerce.wa.gov</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Grant Amount</th>
<th>6. Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>$249,290.00</td>
<td>Federal: ☐ State: ☒ Other: ☐ N/A: ☐</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. Start Date</th>
<th>8. End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/18/2016</td>
<td>6/30/2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>9. Federal Funds (as applicable)</th>
<th>10. Tax ID #</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>91-1225895</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>11. SWV #</th>
<th>12. UBI #</th>
</tr>
</thead>
<tbody>
<tr>
<td>0019424-00</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13. DUNS #</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14. Grant Purpose</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>The outcome of this performance-based contract is the construction of the Mill Creek Parks &amp; Public Works Shop as referenced in Attachment A – Scope of Work.</td>
<td></td>
</tr>
</tbody>
</table>

**FOR GRANTEE**

Rebecca Polizzotto, City Manager

**FOR COMMERCE**

Mark K. Barkley, Assistant Director

APPROVED AS TO FORM ONLY

Date: 12-1-16
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

THIS CONTRACT, entered into by and between City of Mill Creek (a unit of local government) hereinafter referred to as the GRANTEE), and the Washington State Department of Commerce (hereinafter referred to as COMMERCE), WITNESSES THAT:

WHEREAS, COMMERCE has the statutory authority under RCW 43.330.050 (5) to cooperate with and provide assistance to local governments, businesses, and community-based organizations; and

WHEREAS, COMMERCE is also given the responsibility to administer state funds and programs which are assigned to COMMERCE by the Governor or the Washington State Legislature; and

WHEREAS, the Washington State Legislature has, in Laws of 2016, Chapter 35, 1008, made an appropriation to support the 2017 Local and Community Projects Program, and directed COMMERCE to administer those funds; and

WHEREAS, the enabling legislation also stipulates that the GRANTEE is eligible to receive funding for acquisition, construction, or rehabilitation (a venture hereinafter referred to as the "Project").

NOW, THEREFORE, in consideration of covenants, conditions, performances, and promises hereinafter contained, the parties hereto agree as follows:

1. GRANT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Grant.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Grant.

The Representative for the GRANTEE and their contact information are identified on the Face Sheet of this Grant.

2. COMPENSATION

COMMERCE shall pay an amount not to exceed $249,290.00 for the capital costs necessary for or incidental to the performance of work as set forth in the Scope of Work.

3. CERTIFICATION OF FUNDS PERFORMANCE MEASURES

A. The release of state funds under this contract is contingent upon the GRANTEE certifying that it has expended or has access to funds from non-state sources as set forth in ATTACHMENT C (CERTIFICATION OF THE AVAILABILITY OF FUNDS TO COMPLETE THE PROJECT), hereof. Such non-state sources may consist of a combination of any of the following:

i) Eligible Project expenditures prior to the execution of this contract.

ii) Cash dedicated to the Project.

iii) Funds available through a letter of credit or other binding loan commitment(s).

iv) Pledges from foundations or corporations.

v) Pledges from individual donors.
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

vi) The value of real property when acquired solely for the purposes of this Project, as established and evidenced by a current market value appraisal performed by a licensed, professional real estate appraiser, or a current property tax statement. COMMERCE will not consider appraisals for prospective values of such property for the purposes of calculating the amount of non-state matching fund credit.

vii) In-kind contributions, subject to COMMERCE’S approval.

B. The GRANTEE shall maintain records sufficient to evidence that it has access to or has expended funds from such non-state sources, and shall make such records available for COMMERCE’S review upon reasonable request.

4. PREVAILING WAGE LAW

The Project funded under this Grant may be subject to state prevailing wage law (Chapter 39.12 RCW). The GRANTEE is advised to consult the Industrial Statistician at the Washington Department of Labor and Industries to determine whether prevailing wages must be paid. COMMERCE is not responsible for determining whether prevailing wage applies to this Project or for any prevailing wage payments that may be required by law.

5. DOCUMENTATION AND SECURITY

The provisions of this section shall apply to capital projects performed by nonprofit organizations that involve the expenditure of over $500,000 in state funds. Projects for which the grant award or legislative intent documents specify that the state funding is to be used for design only are exempt from this section.

A. Deed of Trust. This Grant shall be evidenced by a promissory note and secured by a deed of trust or other appropriate security instrument in favor of COMMERCE (the “Deed of Trust”). The Deed of Trust shall be recorded in the County where the Project is located, and the original returned to COMMERCE after recordation within ninety (90) days of contract execution. The Deed of Trust must be recorded before COMMERCE will reimburse the GRANTEE for any Project costs. The amount secured by the Deed of Trust shall be the amount of the grant as set forth in Section 2, hereof.

B. Term of Deed of Trust. The Deed of Trust shall remain in full force and effect for a period of ten (10) years following the final payment of state funds to the GRANTEE under this grant. Upon satisfaction of the ten-year term requirement and all other grant terms and conditions, COMMERCE shall, upon written request of the GRANTEE, take appropriate action to reconvey the Deed of Trust.

C. Title Insurance. The GRANTEE shall purchase an extended coverage lender’s policy of title insurance insuring the lien position of the Deed of Trust in an amount not less than the amount of the grant.

D. Subordination. COMMERCE may agree to subordinate its deed of trust upon request from a private or public lender. Any such request shall be submitted to COMMERCE in writing, and COMMERCE shall respond to the request in writing within thirty (30) days of receiving the request.
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT STATE FUNDS

6. BASIS FOR ESTABLISHING REAL PROPERTY VALUES FOR ACQUISITIONS OF REAL PROPERTY PERFORMANCE MEASURES

When the grant is used to fund the acquisition of real property, the value of the real property eligible for reimbursement under this grant shall be established as follows:

a. GRANTEE purchases of real property from an independent third-party seller shall be evidenced by a current appraisal prepared by a licensed Washington State commercial real estate appraiser, or a current property tax statement.

b. GRANTEE purchases of real property from a subsidiary organization, such as an affiliated LLC, shall be evidenced by a current appraisal prepared by a licensed Washington State commercial real estate appraiser or the prior purchase price of the property plus holding costs, whichever is less.

7. EXPENDITURES ELIGIBLE FOR REIMBURSEMENT

The GRANTEE may be reimbursed, at the rate set forth elsewhere in this contract, for Project expenditures in the following cost categories:

A. Real property, and costs directly associated with such purchase, when purchased or acquired solely for the purposes of the Project;

B. Design, engineering, architectural, and planning;

C. Construction management and observation (from external sources only);

D. Construction costs including, but not limited to, the following:
   - Site preparation and improvements;
   - Permits and fees;
   - Labor and materials;
   - Taxes on Project goods and services;
   - Capitalized equipment;
   - Information technology infrastructure; and
   - Landscaping.

8. BILLING PROCEDURES AND PAYMENT

COMMERCE shall reimburse the GRANTEE for one-hundred percent (100%) of eligible Project expenditures, up to the maximum payable under this contract. When requesting reimbursement for expenditures made, the GRANTEE shall submit to COMMERCE a signed and completed Invoice Voucher (Form A-19), that documents capitalized Project activity performed – by budget line item – for the billing period.

The GRANTEE shall evidence the costs claimed on each voucher by including copies of each invoice received from vendors providing Project goods or services covered by the contract. The GRANTEE shall also provide COMMERCE with a copy of the cancelled check or electronic funds transfer, as applicable, that confirms that they have paid each expenditure being claimed. The cancelled checks or electronic funds transfers may be submitted to COMMERCE at the time the voucher is initially submitted, or within thirty (30) days thereafter.

The voucher must be certified (signed) by an official of the GRANTEE with authority to bind the GRANTEE. The final voucher shall be submitted to COMMERCE within sixty (60) days following the completion of work or other termination of this contract, or within fifteen (15) days following the end of the state biennium unless contract funds are reappropriated by the Legislature in accordance with Section 18, hereof.
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

Each request for payment must be accompanied by a Project Status Report, which describes, in narrative form, the progress made on the Project since the last invoice was submitted, as well as a report of Project status to date. COMMERCE will not release payment for any reimbursement request received unless and until the Project Status Report is received. After approving the Invoice Voucher and Project Status Report, COMMERCE shall promptly remit a warrant to the GRANTEE.

COMMERCE will pay GRANTEE upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the GRANTEE.

COMMERCE may, in its sole discretion, terminate the Grant or withhold payments claimed by the GRANTEE for services rendered if the GRANTEE fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs
The GRANTEE shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the GRANTEE, if the GRANTEE is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs
The GRANTEE is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrantees.

9. INSURANCE

The GRANTEE shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the state of Washington should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the GRANTEE, or Subgrantee, or agents of either, while performing under the terms of this Grant.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. The insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The GRANTEE shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation or modification.

The GRANTEE shall submit to COMMERCE within fifteen (15) calendar days of the Grant start date, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Grant, the GRANTEE shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The GRANTEE shall provide insurance coverage that shall be maintained in full force and effect during the term of this Grant, as follows:

Commercial General Liability Insurance Policy. Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of Grant activity but no less than $1,000,000 per occurrence. Additionally, the GRANTEE is responsible for ensuring that any Subgrantees provide adequate insurance coverage for the activities arising out of subgrants.
SPECIAL TERMS AND CONDITIONS  
GENERAL GRANT  
STATE FUNDS

**Fidelity Insurance.** Every officer, director, employee, or agent who is authorized to act on behalf of the GRANTEE for the purpose of receiving or depositing funds into program accounts or issuing financial documents, checks, or other instruments of payment for program costs shall be insured to provide protection against loss:

A. The amount of fidelity coverage secured pursuant to this Grant shall be $2,000,000 or the highest of planned reimbursement for the Grant period, whichever is lowest. Fidelity insurance secured pursuant to this paragraph shall name the Grantor as beneficiary.

B. Subgrantees that receive $10,000 or more per year in funding through this Grant shall secure fidelity insurance as noted above. Fidelity insurance secured by Subgrantees pursuant to this paragraph shall name the GRANTEE and the GRANTEE’s fiscal agent as beneficiary.

C. The GRANTEE shall provide, at COMMERCE’s request, copies of insurance instruments or certifications from the insurance issuing agency. The copies or certifications shall show the insurance coverage, the designated beneficiary, who is covered, the amounts, the period of coverage, and that COMMERCE will be provided thirty (30) days advance written notice of cancellation.

**GRANTEES and Local Governments that Participate in a Self-Insurance Program.**

Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from COMMERCE, the GRANTEE may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from COMMERCE, the GRANTEE shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor’s annual instructions for financial reporting. GRANTEE’s participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The state of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

GRANTEE shall provide annually to COMMERCE a summary of coverages and a letter of self insurance, evidencing continued coverage under GRANTEE’s self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self insurance will be provided on the anniversary of the start date of this Agreement.

10. **ORDER OF PRECEDENCE**

In the event of an inconsistency in this Grant, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C – Certification of the Availability of Funds to Complete the Project
- Attachment D – Certification of the Payment and Reporting of Prevailing Wages
- Attachment E – Certification of Intent to Enter the Leadership in Energy and Environmental Design (LEED) Certification Process
11. REDUCTION IN FUNDS

In the event state funds appropriated for the work contemplated under this contract are withdrawn, reduced, or limited in any way by the Governor or the Washington State Legislature during the contract period, the parties hereto shall be bound by any such revised funding limitations as implemented at the discretion of COMMERCE, and shall meet and renegotiate the contract accordingly.

12. OWNERSHIP OF PROJECT/CAPITAL FACILITIES

COMMERCE makes no claim to any real property improved or constructed with funds awarded under this contract and does not assert and will not acquire any ownership interest in or title to the capital facilities and/or equipment constructed or purchased with state funds under this contract; provided, however, that COMMERCE may be granted a security interest in real property, to secure funds awarded under this contract. This provision does not extend to claims that COMMERCE may bring against the GRANTEE in recapturing funds expended in violation of this contract.

13. CHANGE OF OWNERSHIP OR USE FOR GRANTEE-OWNED PROPERTY

A. The GRANTEE understands and agrees that any and all real property or facilities owned by the GRANTEE that are acquired, constructed, or otherwise improved by the GRANTEE using state funds under this contract shall be held and used by the GRANTEE for the purpose or purposes stated elsewhere in this contract for a period of at least ten (10) years from the date the final payment is made hereunder.

B. This provision shall not be construed to prohibit the GRANTEE from selling any property or properties described in this section; Provided, that any such sale shall be subject to prior review and approval by COMMERCE, and that all proceeds from such sale shall be applied to the purchase price of a different facility or facilities of equal or greater value than the original facility and that any such new facility or facilities will be used for the purpose or purposes stated elsewhere in this contract.

C. In the event the GRANTEE is found to be out of compliance with this section, the GRANTEE shall repay to the state general fund the principal amount of the grant as stated in Section 1, hereof, plus interest calculated at the rate of interest on state of Washington general obligation bonds issued most closely to the effective date of the legislation in which the subject facility was authorized. Repayment shall be made pursuant to Section 19 (Recapture provision).

14. CHANGE OF USE FOR LEASED PROPERTY PERFORMANCE MEASURE

A. The GRANTEE understands and agrees that any facility leased by the GRANTEE that is constructed, renovated, or otherwise improved using state funds under this contract shall be used by the GRANTEE for the purpose or purposes stated elsewhere in this contract for a period of at least ten (10) years from the date the final payment is made hereunder.

B. In the event the GRANTEE is found to be out of compliance with this section, the GRANTEE shall repay to the state general fund the principal amount of the grant as stated in Section 1, hereof, plus interest calculated at the rate of interest on state of Washington general obligation bonds issued most closely to the effective date of the legislation in which the subject facility was authorized. Repayment shall be made pursuant to Section 19 (Recapture Provision).
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

15. MODIFICATION TO THE PROJECT BUDGET
   A. Notwithstanding any other provision of this contract, the GRANTEE may, at its discretion, make
      modifications to line items in the Project Budget (Attachment B), hereof, that will not increase the
      line item by more than fifteen percent (15%).
   B. The GRANTEE shall notify COMMERCE in writing (by email or regular mail) when proposing any
      budget modification or modifications to a line item in the Project Budget (Attachment B), hereof,
      that would increase the line item by more than fifteen percent (15%). Conversely, COMMERCE
      may initiate the budget modification approval process if presented with a request for payment
      under this contract that would cause one or more budget line items to exceed the 15 percent
      (15%) threshold increase described above.
   C. Any such budget modification or modifications as described above shall require the written
      approval of COMMERCE (by email or regular mail), and such written approval shall amend the
      Project Budget. Each party to this contract will retain and make any and all documents related to
      such budget modifications a part of their respective contract file.
   D. Nothing in this section shall be construed to permit an increase in the amount of funds available
      for the Project, as set forth in Section 2 of this contract.

16. SIGNAGE, MARKERS AND PUBLICATIONS
   If, during the period covered by this contract, the GRANTEE displays or circulates any
   communication, publication, or donor recognition identifying the financial participants in the Project,
   any such communication or publication must identify “The Taxpayers of Washington State” as a
   participant.

17. HISTORICAL AND CULTURAL ARTIFACTS
   In the event that historical or cultural artifacts are discovered at the Project site during construction,
   the GRANTEE shall immediately stop construction and notify the local historical preservation officer
   and the state historical preservation officer at the Washington State Department of Archaeology and
   Historic Preservation.

18. REAPPROPRIATION
   A. The parties hereto understand and agree that any state funds not expended by June 30, 2017 will
      lapse on that date unless specifically reappropriated by the Washington State Legislature. If
      funds are so reappropriated, the state’s obligation under the terms of this contract shall be
      contingent upon the terms of such reappropriation.
   B. In the event any funds awarded under this contract are reappropriated for use in a future
      biennium, COMMERCE reserves the right to assign a reasonable share of any such
      reappropriation for administrative costs.

19. RECAPTURE
   In the event that the GRANTEE fails to perform this Grant in accordance with state laws, federal
   laws, and/or the provisions of this Grant, COMMERCE reserves the right to recapture all funds
   disbursed under the Grant, in addition to any other remedies available at law or in equity. This
   provision supersedes the Recapture provision in Section 25 of the General Terms and
   Conditions.
SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

20. TERMINATION FOR FRAUD OR MISREPRESENTATION

In the event the GRANTEE commits fraud or makes any misrepresentation in connection with the Grant application or during the performance of this contract, COMMERCE reserves the right to terminate or amend this contract accordingly, including the right to recapture all funds disbursed to the GRANTEE under the Grant.
1. **DEFINITIONS**

As used throughout this Grant, the following terms shall have the meaning set forth below:

A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.

B. "COMMERCE" shall mean the Department of Commerce.

C. "GRANTEE" shall mean the entity identified on the face sheet performing service(s) under this Grant, and shall include all employees and agents of the GRANTEE.

D. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.

E. "State" shall mean the state of Washington.

F. "Subgrantee/subcontractor" shall mean one not in the employment of the GRANTEE, who is performing all or part of those services under this Grant under a separate Grant with the GRANTEE. The terms "subgrantee/subcontractor" refers to any tier.

G. "Subrecipient" shall mean a non-federal entity that expends federal awards received from a pass-through entity to carry out a federal program, but does not include an individual that is a beneficiary of such a program. It also excludes vendors that receive federal funds in exchange for goods and/or services in the course of normal trade or commerce.

H. "Vendor" is an entity that agrees to provide the amount and kind of services requested by COMMERCE; provides services under the grant only to those beneficiaries individually determined to be eligible by COMMERCE and, provides services on a fee-for-service or per-unit basis with contractual penalties if the entity fails to meet program performance standards.

2. **ACCESS TO DATA**

In compliance with RCW 39.26.180, the GRANTEE shall provide access to data generated under this Grant to COMMERCE, the Joint Legislative Audit and Review Committee, and the Office of the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the GRANTEE's reports, including computer models and the methodology for those models.

3. **ADVANCE PAYMENTS PROHIBITED**

No payments in advance of or in anticipation of goods or services to be provided under this Grant shall be made by COMMERCE.

4. **ALL WRITINGS CONTAINED HEREIN**

This Grant contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Grant shall be deemed to exist or to bind any of the parties hereto.

5. **AMENDMENTS**

This Grant may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
6. **AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the “ADA” 28 CFR Part 35**

The GRANTEE must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

7. **ASSIGNMENT**

Neither this Grant, nor any claim arising under this Grant, shall be transferred or assigned by the GRANTEE without prior written consent of COMMERCE.

8. **ATTORNEYS’ FEES**

Unless expressly permitted under another provision of the Grant, in the event of litigation or other action brought to enforce Grant terms, each party agrees to bear its own attorneys fees and costs.

9. **AUDIT**

   A. **General Requirements**

   GRANTEE’s are to procure audit services based on the following guidelines.

   The GRANTEE shall maintain its records and accounts so as to facilitate audits and shall ensure that subgrantees also maintain auditable records.

   The GRANTEE is responsible for any audit exceptions incurred by its own organization or that of its subgrantees.

   COMMERCE reserves the right to recover from the GRANTEE all disallowed costs resulting from the audit.

   Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The GRANTEE must respond to COMMERCE requests for information or corrective action concerning audit issues within thirty (30) days of the date of request.

   B. **State Funds Requirements**

   In the event an audit is required, if the GRANTEE is a state or local government entity, the Office of the State Auditor shall conduct the audit. Audits of non-profit organizations are to be conducted by a certified public accountant selected by the GRANTEE.

   The GRANTEE shall include the above audit requirements in any subcontracts.

   In any case, the GRANTEE’s records must be available for review by COMMERCE.

   C. **Documentation Requirements**

   The GRANTEE must send a copy of the audit report described above no later than nine (9) months after the end of the GRANTEE’s fiscal year(s) by sending a scanned copy to auditreview@commerce.wa.gov or a hard copy to:

   Department of Commerce
   ATTN: Audit Review and Resolution Office
   1011 Plum Street SE
   PO Box 42525
   Olympia WA 98504-2525

   In addition to sending a copy of the audit, when applicable, the GRANTEE must include:

   - Corrective action plan for audit findings within three (3) months of the audit being received by COMMERCE.
GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

- Copy of the Management Letter.

If the GRANTEE is required to obtain a Single Audit consistent with Circular A-133 requirements, a copy must be provided to COMMERCE; no other report is required.

10. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. “Confidential Information” as used in this section includes:

1. All material provided to the GRANTEE by COMMERCE that is designated as “confidential” by COMMERCE;
2. All material produced by the GRANTEE that is designated as “confidential” by COMMERCE; and
3. All personal information in the possession of the GRANTEE that may not be disclosed under state or federal law. “Personal information” includes but is not limited to information related to a person’s name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver’s license number and other identifying numbers, and “Protected Health Information” under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

B. The GRANTEE shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The GRANTEE shall use Confidential Information solely for the purposes of this Grant and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The GRANTEE shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the GRANTEE shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Grant whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The GRANTEE shall make the changes within the time period specified by COMMERCE. Upon request, the GRANTEE shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the GRANTEE against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The GRANTEE shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

11. CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, COMMERCE may, in its sole discretion, by written notice to the GRANTEE terminate this Grant if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW and 42.23 RCW, or any similar statute involving the GRANTEE in the procurement of, or performance under this Grant.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The GRANTEE and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked on the Local and Community Projects Program including but not limited to formulating or drafting the legislation, participating in grant procurement planning and execution, awarding grants, and monitoring grants, during the 24 month period preceding the start date of this Grant. Identify the individual by name, the agency previously or currently employed by, job title position held, and separation date. If it is determined by COMMERCE that a conflict of interest exists, the GRANTEE may be disqualified from further consideration for the award of a Grant.
GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

In the event this Grant is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the GRANTEE as it could pursue in the event of a breach of the Grant by the GRANTEE. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this Grant.

12. COPYRIGHT PROVISIONS

Unless otherwise provided, all Materials produced under this Grant shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the GRANTEE hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Grant, but that incorporate pre-existing materials not produced under the Grant, the GRANTEE hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The GRANTEE warrants and represents that the GRANTEE has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The GRANTEE shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Grant, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Grant. The GRANTEE shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the GRANTEE with respect to any Materials delivered under this Grant. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the GRANTEE.

13. DISPUTES

Except as otherwise provided in this Grant, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the GRANTEE's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Grant Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.
GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Grant shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

14. DUPLICATE PAYMENT
COMMERCE shall not pay the GRANTEE, if the GRANTEE has charged or will charge the State of Washington or any other party under any other Grant, subgrant/subcontract, or agreement, for the same services or expenses.

15. GOVERNING LAW AND VENUE
This Grant shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

16. INDEMNIFICATION
To the fullest extent permitted by law, the GRANTEE shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorneys fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The GRANTEE's obligation to indemnify, defend, and hold harmless includes any claim by GRANTEE's agents, employees, representatives, or any subgrantee/subcontractor or its employees.

GRANTEE expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to GRANTEE'S or any subgrantee's/subcontractor's performance or failure to perform the Grant. GRANTEE'S obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The GRANTEE waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

17. INDEPENDENT CAPACITY OF THE GRANTEE
The parties intend that an independent contractor relationship will be created by this Grant. The GRANTEE and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The GRANTEE will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the GRANTEE make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the GRANTEE.

18. INDUSTRIAL INSURANCE COVERAGE
The GRANTEE shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the GRANTEE fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the GRANTEE the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the GRANTEE to the accident fund from the amount payable to the GRANTEE by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the GRANTEE.
19. **LAWS**

The GRANTEE shall comply with all applicable laws, ordinances, codes, regulations and policies of local and state and federal governments, as now or hereafter amended including, but not limited to:

**Washington State Laws and Regulations**

A. Affirmative action, RCW 41.06.020 (1).

B. Boards of directors or officers of non-profit corporations – Liability - Limitations, RCW 4.24.264.

C. Disclosure-campaign finances-lobbying, Chapter 42.17a RCW.

D. Discrimination-human rights commission, Chapter 49.60 RCW.

E. Ethics in public service, Chapter 42.52 RCW.

F. Office of minority and women's business enterprises, Chapter 39.19 RCW and Chapter 326-02 WAC.

G. Open public meetings act, Chapter 42.30 RCW.

H. Public records act, Chapter 42.56 RCW.

I. State budgeting, accounting, and reporting system, Chapter 43.88 RCW.

20. **LICENSING, ACCREDITATION AND REGISTRATION**

The GRANTEE shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

21. **LIMITATION OF AUTHORITY**

Only the Authorized Representative or Authorized Representative’s delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract. Furthermore, any alteration, amendment, modification, or waiver or any clause or condition of this contract is not effective or binding unless made in writing and signed by the Authorized Representative.

22. **NONCOMPLIANCE WITH NONDISCRIMINATION LAWS**

During the performance of this Grant, the GRANTEE shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the GRANTEE’s non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Grant may be rescinded, canceled or terminated in whole or in part, and the GRANTEE may be declared ineligible for further Grants with COMMERCE. The GRANTEE shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the “Disputes” procedure set forth herein.

23. **POLITICAL ACTIVITIES**

Political activity of GRANTEE employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17a RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.
GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

24. PUBLICITY

The GRANTEE agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE’s name is mentioned, or language used from which the connection with the state of Washington’s or COMMERCE’s name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

25. RECAPTURE

In the event that the GRANTEE fails to perform this Grant in accordance with state laws, federal laws, and/or the provisions of this Grant, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the GRANTEE of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Grant.

26. RECORDS MAINTENANCE

The GRANTEE shall maintain books, records, documents, data and other evidence relating to this Grant and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Grant.

GRANTEE shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Grant, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

27. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the GRANTEE shall complete registration with the Washington State Department of Revenue.

28. RIGHT OF INSPECTION

The GRANTEE shall provide right of access to its facilities to COMMERCE, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Grant.

29. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Grant and prior to normal completion, COMMERCE may terminate the Grant under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Grant may be amended to reflect the new funding limitations and conditions.
30. SEVERABILITY

The provisions of this Grant are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Grant.

31. SITE SECURITY

While on COMMERCE premises, GRANTEE, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

32. SUBCONTRACTING

In no event shall the existence of any contract entered into by GRANTEE for performance of any part of the scope of work by a contractor or any subcontractor operate to release or reduce the liability of the GRANTEE to COMMERCE for any breach in the performance of the GRANTEE’s obligations under this Grant.

Additionally, the GRANTEE is responsible for ensuring that all terms, conditions, assurances and certifications set forth in this agreement are carried forward to any contractors/subcontractors retained by the GRANTEE or to a subcontractor in any tier.

33. SURVIVAL

The terms, conditions, and warranties contained in this Grant that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Grant shall so survive.

34. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the GRANTEE’s income or gross receipts, any other taxes, insurance or expenses for the GRANTEE or its staff shall be the sole responsibility of the GRANTEE.

35. TERMINATION FOR CAUSE

In the event COMMERCE determines the GRANTEE has failed to comply with the conditions of this Grant in a timely manner, COMMERCE has the right to suspend or terminate this Grant. Before suspending or terminating the Grant, COMMERCE shall notify the GRANTEE in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Grant may be terminated or suspended.

In the event of termination or suspension, the GRANTEE shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Grant and the replacement or cover Grant and all administrative costs directly related to the replacement Grant, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Grant, withhold further payments, or prohibit the GRANTEE from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the GRANTEE or a decision by COMMERCE to terminate the Grant. A termination shall be deemed a "Termination for Convenience" if it is determined that the GRANTEE: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Grant are not exclusive and are, in addition to any other rights and remedies, provided by law.
GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS

36. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Grant, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Grant, in whole or in part. If this Grant is so terminated, COMMERCE shall be liable only for payment required under the terms of this Grant for services rendered or goods delivered prior to the effective date of termination.

37. TERMINATION PROCEDURES

Upon termination of this Grant, COMMERCE, in addition to any other rights provided in this Grant, may require the GRANTEE to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this Grant as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the GRANTEE the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the GRANTEE and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the AGENT shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Grant. COMMERCE may withhold from any amounts due the GRANTEE such sums as the AUTHORIZED REPRESENTATIVE determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the AUTHORIZED REPRESENTATIVE, the GRANTEE shall:

1. Stop work under the Grant on the date, and to the extent specified, in the notice;
2. Place no further orders or subgrants/subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Grant that is not terminated;
3. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the AUTHORIZED REPRESENTATIVE, all of the rights, title, and interest of the GRANTEE under the orders and subgrants/subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subgrants/subcontracts;
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the AUTHORIZED REPRESENTATIVE to the extent AUTHORIZED REPRESENTATIVE may require, which approval or ratification shall be final for all the purposes of this clause;
5. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the AUTHORIZED REPRESENTATIVE any property which, if the Grant had been completed, would have been required to be furnished to COMMERCE;
6. Complete performance of such part of the work as shall not have been terminated by the AUTHORIZED REPRESENTATIVE; and
7. Take such action as may be necessary, or as the AUTHORIZED REPRESENTATIVE may direct, for the protection and preservation of the property related to this Grant, which is in the possession of the GRANTEE and in which COMMERCE has or may acquire an interest.
38. **TREATMENT OF ASSETS**

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the GRANTEE, for the cost of which the GRANTEE is entitled to be reimbursed as a direct item of cost under this Grant, shall pass to and vest in COMMERCE upon delivery of such property by the GRANTEE. Title to other property, the cost of which is reimbursable to the GRANTEE under this Grant, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this Grant, or (ii) commencement of use of such property in the performance of this Grant, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

A. Any property of COMMERCE furnished to the GRANTEE shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Grant.

B. The GRANTEE shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the GRANTEE or which results from the failure on the part of the GRANTEE to maintain and administer that property in accordance with sound management practices.

C. If any COMMERCE property is lost, destroyed or damaged, the GRANTEE shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.

D. The GRANTEE shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this Grant.

All reference to the GRANTEE under this clause shall also include GRANTEE'S employees, agents or subgrantees/subcontractors.

39. **WAIVER**

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Grant unless stated to be such in writing and signed by Authorized Representative of COMMERCE.
Scope of Work

These funds will be used for the construction of a Public Works Shop located at 13628 North Creek Drive in Mill Creek. This includes, but is not limited to, the demolition of a vacant single-family residence, design of a 60' x 60' pre-fabricated building which will include storage, restroom and six garage doors, fencing for the site, parking, retaining walls and storage bins.

The project is estimated to be completed by March 2018.

All project work completed with prior legislative approval. The "Copyright Provisions", Section 12 of the General Terms and Conditions, are not intended to apply to any architectural and engineering design work funded by this grant.

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE’s governing body as of the date and year written below.

GRANTEE

TITLE

DATE
Budget

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture &amp; Engineering</td>
<td>$219,000.00</td>
</tr>
<tr>
<td>Site Acquisition</td>
<td>$0.00</td>
</tr>
<tr>
<td>Construction</td>
<td>$750,000.00</td>
</tr>
<tr>
<td>Capitalized Equipment</td>
<td>$0.00</td>
</tr>
<tr>
<td>Contingency</td>
<td>$0.00</td>
</tr>
<tr>
<td>Other</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total Contracted Amount:</strong></td>
<td><strong>$969,000.00</strong></td>
</tr>
</tbody>
</table>

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that the Project Budget set forth above has been reviewed and approved by the GRANTEE’s governing body or board of directors, as applicable, as of the date and year written below.

GRANTEE

TITLE

DATE
Certification of the Availability of Funds to Complete the Project

<table>
<thead>
<tr>
<th>Non-State Funds</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mill Creek General Fund</td>
<td>$719,710.00</td>
<td>$719,710.00</td>
</tr>
<tr>
<td>Total Non-State Funds</td>
<td>$719,710.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State Funds</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Capital Budget</td>
<td>$249,290.00</td>
<td>$249,290.00</td>
</tr>
<tr>
<td>Total Non-State and State Sources</td>
<td>$969,000.00</td>
<td></td>
</tr>
</tbody>
</table>

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that project funding from sources other than those provided by this contract and identified above has been reviewed and approved by the GRANTEE's governing body or board of directors, as applicable, and has either been expended for eligible Project expenses, or is committed in writing and available and will remain committed and available solely and specifically for carrying out the purposes of this Project as described in elsewhere in this contract, as of the date and year written below. The GRANTEE shall maintain records sufficient to evidence that it has expended or has access to the funds needed to complete the Project, and shall make such records available for COMMERCE'S review upon reasonable request.

GRANTEE

TITLE

DATE
Certification of the Payment and Reporting of Prevailing Wages

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that all contractors and subcontractors performing work on the Project shall comply with prevailing wage laws set forth in Chapter 39.12 RCW, as of April 18, 2016, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" as required by RCW 39.12.040. The GRANTEE shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW, and shall make such records available for COMMERCE'S review upon request.

If any state funds are used by the GRANTEE for the purpose of construction, applicable State Prevailing Wages must be paid.

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE's governing body as of the date and year written below.

GRANTEE

TITLE

DATE
Certification of Intent to Enter the
Leadership in Energy and Environmental Design (LEED) Certification Process

CERTIFICATION PERFORMANCE MEASURE

The GRANTEE, by its signature, certifies that it will enter into the Leadership in Energy and Environmental Design certification process, as stipulated in RCW 39.35D, as applicable to the Project funded by this contract. The GRANTEE shall, upon receipt of LEED certification by the United States Green Building Council, provide documentation of such certification to COMMERCE.

The GRANTEE, by its signature, certifies that the declaration set forth above has been reviewed and approved by the GRANTEE’s governing body or board of directors, as applicable, as of the date and year written below.

GRANTEE

TITLE

DATE

NOT APPLICABLE
CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: AMENDMENTS TO THE MILL CREEK MUNICIPAL CODE TO INCORPORATE LOW IMPACT DEVELOPMENT PRACTICES

ACTION REQUESTED:
None at this time, study session item for Council input.

KEY FACTS AND INFORMATION SUMMARY:
Mill Creek is responsible for operating the City storm drainage system under the requirements of the Western Washington Phase II Municipal Stormwater Permit issued by the State Department of Ecology. The current permit became effective on August 1, 2013 and expires on July 31, 2018. The full text of the permit and appendices is available online at the following link:


As part of the Ecology Stormwater Permit, specifically Section S5.C.4.f, the City is required to review and revise the Mill Creek Municipal Code (MCMC) and other associated documents to incorporate and require Low Impact Development (LID) principles and practices. As part of permit Section S5.C.4.a.ii, the City is also required to adopt the 2012 Stormwater Management Manual for Western Washington, which will replace the 2005 version.

Staff from the Public Works and Community Development Departments have spent several months reviewing the existing MCMC to determine appropriate revisions to meet the requirements of the Ecology permit. The issue of LID requirements was last reviewed by Council in 2009, and several changes were made to the MCMC with Ordinance 2009-702. In addition, many existing requirements for developments in Mill Creek, such as retaining native vegetation and reducing impervious surfaces, already meet the intent of LID practices. Consequently, relatively few code changes are necessary when compared to other agencies.

The bulk of the proposed code amendments consist of either changing “encourage” to “require when feasible” or referencing the 2012 Stormwater Manual, see attached draft. There are also various housekeeping changes to maintain consistency with current City practices, such as in Section 15.12, or the State Department of Ecology permit language. Additional updates were made to the LID related details in the City Standard Plans, which can be viewed online at the following link:

http://www.cityofmillcreek.com/DocumentCenter/View/24
CITY MANAGER RECOMMENDATION:
None at this time, study session item for Council input. A public hearing for the proposed MCMC amendments is scheduled for the January 19, 2017 Planning Commission meeting.

ATTACHMENTS:
- Draft Ordinance to amend several sections of the Mill Creek Municipal Code to incorporate LID principles and practices.

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager
ORDINANCE NO. 2017-______

AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, AMENDING MILL CREEK MUNICIPAL CODE CHAPTERS 12.18 PAVEMENT MANAGEMENT AND ROADWAY RESTORATION STANDARDS, 15.12 GRADING, EXCAVATION AND LAND FILLING, 15.14 SURFACE WATER MANAGEMENT PROGRAM, 16.02 DESIGN STANDARDS, 16.04 PLATS, 16.06 SHORT SUBDIVISIONS, 16.12 PLANNED AREA DEVELOPMENT, 17.01 INTRODUCTION, 17.24 MAINTENANCE AND ALTERATIONS OF STRUCTURES AND LANDSCAPING, 17.27 PARKING STANDARDS AND REQUIREMENTS, AND 17.34 DESIGN REVIEW TO COMPLY WITH THE CITY OF MILL CREEK'S WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the Western Washington Phase II Municipal Stormwater Permit, dated August 1, 2013, requires that the City review, revise and make effective local development-related codes, rules, and standards to incorporate and require low impact development (LID) principles and LID Best Management Practices (BMPs); and

WHEREAS, the intent of the revisions shall be to make LID the preferred and commonly-used approach to site development; and

WHEREAS, the revisions are intended to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development situations; and

WHEREAS, the Council has determined that implementation of such changes are appropriate and warranted;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, ORDAINS AS FOLLOWS:
Section 1. MCMC Section 12.18.060.B, relating to pavement restoration standards, shall be amended as follows:

B. Unless the city engineer specifies different standards, the following standards shall apply to all pavement restoration and patches:

1. A full depth patch sufficient to match existing pavement depth or four inches, whichever is greater, shall be constructed on and over the disturbed area and to a minimum lateral distance of 12 inches beyond the boundaries of the disturbed area.

2. A minimum two-inch-thick grind and overlay is required for the restored area beyond the full depth patch.

3. Final restoration shall use hot-mix asphalt (HMA) material, class 1/2-inch, in accordance with WSDOT standard specifications. Patching material similar to existing pavement that was removed, including permeable pavement or concrete.

4. All patch edges shall be sealed with city-approved material.

5. No irregular patch perimeter shall be allowed. Each patch shall have a single straight edge in both transverse (curb to curb) and longitudinal (direction of travel) directions.

6. The minimum patch dimension in both transverse and longitudinal directions shall be 24 inches.

7. A patch shall be extended to the curb and/or edge of lane if the patch is located within 36 inches of such feature.

8. If the transverse dimension of a patch is greater than half the lane width, then the patch shall be extended from the curb to the full lane width or the centerline of the roadway, whichever applies.

9. If two or more patches will be located within 48 inches of each other in the transverse direction, and/or within 10 feet of each other in the longitudinal direction, they shall be combined into a single larger patch.

10. If a new patch is made within any portion of an existing larger patch, then the entire original patch shall be replaced.
11. If a patch will extend over a lane edge or centerline of the roadway, then the patch shall be extended to the full roadway width or nearest lane edge.

Section 2. MCMC 15.12.030, relating to permit exemptions, shall be amended as follows:
A grading permit is not required for:

A. Excavation and grading in association with a building permit;
B. Excavations required for installation of public improvements;
C. Excavations for the study of soil and ground water conditions;
D. Landscape installation or site improvements which do not result in a fill placed behind a wall more than four feet in height or a cut more than four feet in depth or which does not exceed 50 cubic yards on any one lot; or
E. Excavations, grading or filling when required as a condition of a preliminary plat, short plat or binding site plan. (Ord. 2005-609 § 2)

Section 3. MCMC 15.12.040, relating to prohibited excavation, shall be amended as follows:
Excavation, grading or filling is prohibited in the following areas—within a designated critical area and/or a critical area buffer as defined by Chapter 18.06 MCMC unless approved by the city engineer:

A. Within 50 feet of the city right-of-way;
B. Within a designated critical area and/or a critical area buffer as defined by Chapter 18.06 MCMC. (Ord. 2005-609 § 2)

Section 4. MCMC 15.12.050, relating to permit applications, shall be amended as follows:
An application for a grading permit shall include the following unless otherwise approved by the City Engineer:
A. The name, address and telephone number of the owner of the property;
B. The name, address and telephone number of the person doing the work;
C. A map of the site which includes: topography, vegetation, wetlands and watercourses, public improvements, structures and rights-of-way or other easements and such features within 300 feet of the site;

D. The names and addresses of all property owners and residents within 300 feet of the property;

E. A grading plan indicating the areas to be filled or excavated, the contours of the land after filling or excavating and the amount of material to be moved. Contours shall be depicted at two-foot intervals or as specified by the city engineer;

F. If material is to be imported from or exported to another location, the application shall include the location of the site, the route to be followed, and evidence of compliance with the regulations of the government with jurisdiction over the site to borrow from or receive material;

G. A plan for the control of erosion and water quality during and after the site work;

H. A plan for drainage of the site;

I. A plan for restoration of vegetation or landscaping on the site;

J. An estimate of the cost of the work to be undertaken;

K. A SEPA environmental checklist; and

L. Other such information as may be required by the city engineer, including traffic engineering, geological, soils and hydrological and geotechnical or drainage studies as required in the 2012 Stormwater Management Manual for Western Washington as amended in December 2014. (Ord. 2005-609 § 2)

Section 5. MCMC Section 15.14.020.G, relating to purpose and goals, shall be amended as follows:

| G. Encourage Require low impact development (LID) best management practices through the use of on-site stormwater facilities to manage stormwater as close to where it falls as possible when site and soil conditions make LID a feasible alternative. |

Section 6. MCMC Section 15.14.050, relating to definitions, shall be amended by adding/amending the following definitions:

“Soil Management Plan, SMP” means a plan of best management practices for improving soil quality for new development in order to protect and restore soil function.

“Stormwater facility” means a constructed component or segment of the stormwater system. Stormwater facilities include, but are not limited to, pipes, swales, ditches, culverts, street gutters, detention/retention/infiltration facilities, constructed wetlands, low impact development features, catch basins, oil/water separators, sediment basins, modular pavement, constructed
ponds and streams, or any other constructed conveyance of or for stormwater.

“Stormwater system” means the entire system within the city, both public and private, whether naturally existing or manmade, which is designed for, intended for, or which handles the collection, drainage, conveyance, diversion, abatement, detention, retention, infiltration, treatment, storage, low impact development features or disposition of stormwater. By way of example only, the stormwater system may include pipes, culverts, ditches, open channels, streams, lakes, rivers, ponds, and stormwater facilities. The stormwater system is a subset of the drainage system.

“Stormwater site plan” means a plan that includes a SMP, TESCP, a PSQCP, and/or an SPESCP.

Section 7. MCMC Section 15.14.060, relating to the Ecology stormwater manual, shall be amended as follows:


Section 8. MCMC 15.14.095, relating to low impact development (LID) stormwater management, shall be amended as follows:

The use of LID best management practices for stormwater management is encouraged required whenever site and soil conditions make it feasible. LID stormwater management techniques include, but are not limited to, bioretention and bioinfiltration facilities, and other BMPs as outlined in the LID Technical Guidance Manual for Puget Sound (current edition) and the 2012 Stormwater Management Manual for Western Washington as amended in December 2014. LID facilities shall be maintained in accordance with the Maintenance of Low Impact Development Facilities Guidelines as interpreted by the city engineer, if applicable.

Section 9. MCMC Section 15.14.140.C.5, relating to construction of stormwater facilities, shall be amended as follows:

5. LID stormwater management facilities shall be constructed by contractors who have received approval from the utility to construct open conveyance systems that are consistent with submitted plans and in accordance with the best management practices in the LID Technical Guidance Manual for Puget Sound (current edition) and the 2012 Stormwater Management Manual for Western Washington as amended in December 2014.

Section 10. MCMC Section 15.14.150.B, relating to construction and warranty inspections —
bonds, shall be amended as follows:

B. For newly installed LID stormwater management facilities, the director of public works or designee may require a three-year maintenance bond to be posted to ensure the viability of LID stormwater management facilities. The bond shall be in accordance with MCMC 16.16.090(B) through (D).

Section 11. MCMC Section 15.14.180.C.6, relating to stormwater system engineering and design requirements, shall be amended as follows:

6. LID stormwater management facilities shall be designed and constructed in accordance with the LID Technical Guidance Manual for Puget Sound (current edition) and the 2012 Stormwater Management Manual for Western Washington as amended in December 2014 and approved by the city engineer.

Section 12. MCMC Section 16.02.150, relating to roadway design, shall be amended as follows:

All roads shall be designed and constructed in accordance with the current edition of the American Association of State Highway and Transportation Officials “Geometric Design of Highways and Streets” and the city of Mill Creek “Design and Construction Standard Plans” in effect on the date a notice of complete application is issued for a complete development application.

The current edition of the Federal Highway Administration “Manual on Uniform Traffic Control Devices” shall be used as the design and operational regulatory guideline for all traffic control devices on public roads.

Low impact development (LID) best management practices, such as permeable paving and bioretention facilities, are encouraged when site and soil conditions make LID feasible. Permeable pavement is applicable to low volume, low traffic surfaces. LID facilities shall be designed and constructed in accordance with the LID Technical Guidance Manual for Puget Sound (current edition) and the city of Mill Creek “Design and Construction Standard Plans” and the 2012 Stormwater Management Manual for Western Washington as amended in December 2014.

Section 13. MCMC Section 16.02.160.B, relating to cul-de-sacs, shall be amended as follows:

B. Streets ending in cul-de-sacs may extend beyond 1,000 feet where there are special circumstances that cause the conformance with subsection A of this section to be impractical, and upon approval by the directors of community development and public works, and the fire marshal. Approval of streets extending beyond 1,000 feet must meet all of the following criteria:

1. The presence of special circumstances, including natural landforms/topography, adjacent parcel configuration, and the lack of secondary access to a parcel.
2. The provision of safety measures, such as approved fire suppression systems, sufficient to ensure the adequate provision of fire flow, fire prevention, and emergency vehicle access as determined by the fire marshal.

3. The installation of landscaped traffic circles. The quantity and location of the traffic circles shall be reviewed on a case-by-case basis by the fire marshal, city engineer, and director of community development. Said traffic circle shall have a minimum outside turning radius of 40 feet and a maximum inside turning radius of 20 feet. The use of LID techniques in the design and construction of traffic circles and cul-de-sacs is encouraged where site and soil conditions make LID feasible. Permeable pavement is applicable to low volume, low traffic surfaces. LID facilities shall be designed in accordance with the LID Technical Guidance Manual for Puget Sound (current edition) and Mill Creek “Design and Construction Standard Plans,” and the 2012 Stormwater Management Manual for Western Washington as amended in December 2014.

Section 14. MCMC 16.04.020.B, relating to information required for preliminary plats, shall be amended as follows:

B. The following additional information shall be submitted with the preliminary plat site plan in order for an application to be evaluated for a determination of complete application:

1. An accurate and thorough tree survey including accurate drip lines of all significant trees determined by the director to be retained or located in areas to be preserved, submitted in accordance with the applicable submittal requirements of MCMC 15.10.050.

2. A preliminary grading plan in accordance with Chapters 15.10 and 15.12 MCMC.

3. A preliminary stormwater management plan including runoff calculations, documentation that the minimum technical requirements of the current 2012 Department of Ecology Stormwater Management Manual for Western Washington as amended in December 2014 as adopted by the city have been met, upstream and downstream analysis, a maintenance plan for any new stormwater facilities and existing and proposed drainage facilities for the site and adjacent areas as specified by the city engineer, and feasibility analysis of using low impact development (LID) facilities, all consistent with Chapter 15.14 MCMC.

4. A letter of water and sewer availability from the purveyors.

5. A completed and signed environmental checklist and critical area identification forms pursuant to Chapter 18.06 MCMC.

6. Supplemental studies as determined necessary by the directors of community development and public works. Supplemental studies typically include but are not limited to traffic, drainage, critical areas, and geotechnical issues.
Section 15. MCMC Section 16.04.040.R, relating to information required for final plat submittal, shall be amended as follows:

R. Conditions of approval of the preliminary plat including but not limited to dedications, reservations, roadway buffer/cutting preserves, property buffers, open space tracts, critical areas and buffers, low impact development features, stormwater requirements and homeowners’ association obligations.

Section 16. MCMC Section 16.06.070.S, relating to information required for final short subdivision submittal, shall be amended as follows:

S. Conditions of approval of the preliminary short subdivision, including but not limited to dedications, reservations, roadway buffer/cutting preserves, property buffers, open space tracts, critical areas and their buffers, slope setbacks, low impact development features, and stormwater requirements and homeowners’ association obligations.

Section 17. MCMC Section 16.12.020.J, relating to purpose, shall be amended as follows:

J. To encourage require infiltration as a preferred method of stormwater drainage, when feasible.

Section 18. MCMC Section 17.01.010.1, relating to purpose, shall be amended as follows:

I. Encourage Require, when feasible, the use of low impact development techniques and the use of recycled or recyclable construction products;

Section 19. MCMC Section 17.24.020, relating to alterations, shall be amended as follows:

All additions to, alterations or renovations of existing buildings, or any maintenance project significantly affecting the exterior appearance of existing buildings, shall be subject to a review and approval process no less stringent than followed in approving the original use. Any landscape changes to low impact development features such as bioretention facilities or rain gardens shall be subject to City review and approval.

Section 20. MCMC Section 17.24.030.B, relating to maintenance, shall be amended as follows:

B. All landscaped and open space areas and low impact development landscape features on or adjacent to the property, excluding public sidewalks and public rights-of-way subject to Chapter 12.06 MCMC, shall be maintained by the property owner, and shall be:
   1. Kept free of litter, debris, invasive vegetation/weeds and obstructions.
   2. Maintained in a clean, neat and orderly fashion.
   3. Maintained consistent with design review board and other approved landscape and clearng and grading plans if applicable.
   5. Maintained so that all deposited materials in garbage and recycle containers are wholly contained within the structure as required by MCMC 17.22.070. No litter or recyclable material shall be allowed to accumulate outside said containers. Containers shall be kept
clean, free of odors and pests, shall not constitute a public nuisance and shall be maintained to meet the conditions of the design review board and/or other conditions of approval.

Section 21. MCMC Section 17.27.040.F, related to parking design and construction requirements, shall be amended as follows:

F. Surfacing. All parking facilities shall be constructed with a surface appropriate for the use and amount of associated traffic, as approved by the city. Paved surfaces are preferred, and the use of permeable surfacing materials is encouraged required when site and soil conditions make it feasible. In addition, the use of low impact development (LID) best management practices such as integrating LID stormwater management facilities into the required landscaping in parking lots is encouraged required whenever feasible.

Section 22. MCMC Section 17.34.040.A.1.f, relating to design criteria, shall be amended as follows:

f. The use of low impact development (LID) best management practices is encouraged required whenever site and soil conditions make it feasible, including pedestrian facilities such as trails and sidewalks. LID best management practices include, but are not limited to, minimizing impervious surfaces, designing on-site LID stormwater management facilities, and retaining native vegetation.

Section 23. MCMC Section 17.34.040.A.2, relating to parking lot design and screening, shall be amended as follows:

2. Parking Lot Design and Screening.
   a. Project design shall avoid the appearance of domination by automobiles. Positive methods to achieve this concept include:
      i. Orienting buildings to fronting streets and placing parking at the rear and/or sides;
      ii. Designing the required parking area into smaller, discrete, connected lots rather than large, single-use lots;
      iii. Designing parking areas to be partially screened from view from adjacent streets and building occupants. Screening can be accomplished through a number of methods including:
         (A) Orienting buildings away from parking areas;
         (B) Placing buildings between streets and parking lots;
         (C) Using extensive landscape screening, berms, and architecturally treated walls that also allow visibility to provide adequate safety and surveillance of the parking areas.
      iv. The use of LID best management practices in parking lots is encouraged required whenever site and soil conditions make it feasible. Such BMPs include, but are not limited to, permeable surfacing materials and integrating LID stormwater management facilities into the required landscaping.
Section 24. MCMC Section 17.34.040.A.4, relating to storm drainage, shall be amended as follows:

4. Storm Drainage.
   a. Open stormwater facilities (i.e., ponds and bioswales) visible from public areas shall be designed as site amenities and shall provide a natural appearance through layout, design, and landscape treatment. If fencing is determined to be necessary by the city, it shall be installed in accordance with MCMC 17.22.040 and public works policies, and be obscured with landscaping.
   b. Stormwater facilities (whether open facilities or vaults) shall be located outside roadway buffers/cutting preserves unless there is no other feasible alternative and the facilities do not compromise the purpose and function of the roadway buffer/cutting preserve. In such cases, the facility may only be located in the outer portion of the roadway buffer/cutting preserve.
   c. Where located under areas to be landscaped, underground stormwater vaults shall have adequate soil cover to support the approved landscape plan. The soil shall be of sufficient quality to properly support vegetation.
   d. Stormwater bioretention-biofiltration, and bioinfiltration swales facilities that are integrated into interior landscape areas within parking lots, and that meet area and landscaping requirements may be counted toward the interior parking lot landscape requirements.

Section 25. MCMC Section 17.34.040.H.2.b, relating to perimeter landscaping and parking lots, shall be amended as follows:

b. Pavers or stepping stones are encouraged required in parking lot landscape islands to protect plant materials from damage by pedestrians. Permeable surfaces are encouraged required in parking lots whenever site and soil conditions make it feasible.

Section 26. MCMC Section 18.06210, relating to definitions, shall be amended as follows:

“Stormwater conveyance facilities” means bioswales, dispersal trenches, stormwater pipes, and other facilities that carry stormwater from a detention or treatment facility to a discharge location.

Section 27. The City Clerk is directed to take steps required to implement and effectuate the terms of this Ordinance.

Section 28. This Ordinance shall be in full force and effect five days after publication of the summary hereof as attached and approved by this reference.

Adopted this ______ day of __________ , 2016, by a vote of _______ for, _______ against, and _______ abstaining.

APPROVED:

__________________________
MAYOR PAMELA PRUITT

ATTEST/AUTHENTICATED:

| 10 |
AGENDA ITEM #E.

CITY CLERK
APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY
SHORT, CRESSMAN, AND BURGESS

FILED WITH THE CITY CLERK: 
PASSED BY THE CITY COUNCIL: 
PUBLISHED: 
EFFECTIVE DATE: 
ORDINANCE NO.: 

Amendments to the Mill Creek Municipal Code to Incorporate L...
Date: January 10, 2017

<table>
<thead>
<tr>
<th>Dated</th>
<th>Check Numbers</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/15/2016</td>
<td>56312-56371</td>
<td>$283,809.33</td>
</tr>
<tr>
<td>12/20/2016</td>
<td>Union 76 Fleet-Nov</td>
<td>$4,060.99</td>
</tr>
<tr>
<td>12/28/2016</td>
<td>EFT Debit-Dept of Rev.-Sales Tax</td>
<td>$6,137.43</td>
</tr>
<tr>
<td>12/29/2016</td>
<td>56372-56431</td>
<td>$441,772.13</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$735,779.88</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Voided Checks</th>
<th>Numbers</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 56312 through 56431, and wire in the amount of $735,779.88.

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

__________________________
Councilmember

__________________________
Finance Director

__________________________
Councilmember

__________________________
City Manager
## Payment Approval Confirmation

**Company:** City of Mill Creek  
**Requester:** Kottke, Sandy  
**Run Date:** 12/20/2016 3:32:14 PM CST

### Domestic High Value (Wire)

**Payment Category:** Urgent/Wire  
**Status:** Confirmed by Bank

<table>
<thead>
<tr>
<th>Template Name</th>
<th>Template Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fleet</td>
<td>Fleet</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Debit Account Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Debit Bank:</strong> 125000024</td>
</tr>
<tr>
<td><strong>Debit Account:</strong> 00000104700</td>
</tr>
<tr>
<td><strong>Debit Account Name:</strong> Treas Checking</td>
</tr>
<tr>
<td><strong>Debit Currency:</strong> USD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Beneficiary Details</th>
</tr>
</thead>
</table>
| **Beneficiary Name:** 76 Fleet WEX BANK  
**Beneficiary Address:** 97 Darling Ave.  
**Beneficiary City:** Portland  
**Beneficiary Postal Code:**  
**Beneficiary Country:** US - United States of America  
**Beneficiary Account:** 4539508  
**Beneficiary Bank ID:** 071000288  
**Beneficiary City:** Portland  
**Beneficiary Postal Code:**  
**Beneficiary Country:** US - United States of America  
**Beneficiary Email:**  
**Beneficiary Mobile Number:** |

<table>
<thead>
<tr>
<th>Payment Details</th>
</tr>
</thead>
</table>
| **Credit Currency:** USD  
**Credit Amount:** $5,000.00  
**Value Date:** 12/20/2016 |

<table>
<thead>
<tr>
<th>Optional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sender's Reference Number:</strong> 16CKC5759P5K1T84</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional Routing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Intermediary Bank ID:</strong></td>
</tr>
<tr>
<td><strong>Receiver Information:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Control Information</th>
</tr>
</thead>
</table>
| **Input:** sankottke  
**Approved:** sankottke  
**Initial Confirmation:** WTX:2016122000040759  
**Confirmation #:** FEDR:20161220B6B7HU1R013398 |

**Input Time:** 12/20/2016 12:58:11 PM CST  
**Time:** 12/20/2016 3:31:52 PM CST
Your return and payment have been submitted. For easy reference, print this page and retain it with your tax records.

For Assistance Call:
1-877-345-3353
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Description</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56312</td>
<td>ALDWTR</td>
<td>Alderwood Water District</td>
<td>12/15/2016</td>
<td>67.15</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>00320000301</td>
<td>Seattle Hill Rd I/R 9/19-11/21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0110017601</td>
<td>Median 4&amp;5 I/R 9/19-11/21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0130016901</td>
<td>1901 Mill Fern Dr SE I/R Median #2 9/20-11/21</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total for Check Number 56312:</td>
<td>0.00</td>
<td>403.84</td>
</tr>
<tr>
<td>56313</td>
<td>ALLBATRY</td>
<td>All Battery Sales &amp; Service</td>
<td>12/15/2016</td>
<td>138.03</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>800-10014101</td>
<td>Battery-Flashing Crosswalk Light @ Trillium</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56314</td>
<td>AMTESTIN</td>
<td>Am Test, Inc</td>
<td>12/15/2016</td>
<td>125.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>96095</td>
<td>5 Fecal Coliform Analysis</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Total for Check Number 56314:</td>
<td>0.00</td>
<td>125.00</td>
</tr>
<tr>
<td>56315</td>
<td>BLUEBEAM</td>
<td>Bluebeam Software Inc</td>
<td>12/15/2016</td>
<td>430.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1122240</td>
<td>10 Bluebeam Revu Standard Annual Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56316</td>
<td>HRSUSA</td>
<td>Capital One Commercial</td>
<td>12/15/2016</td>
<td>319.07</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>072658</td>
<td>Refreshments Veterans Day Parade</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56317</td>
<td>CBRDDYN</td>
<td>eBoard Dynamic Displays</td>
<td>12/15/2016</td>
<td>200.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1168</td>
<td>System Use &amp; Service Dec-Mar - Lobby Info Sy</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56318</td>
<td>CIEDMOND</td>
<td>City of Edmonds</td>
<td>12/15/2016</td>
<td>926.59</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>RGG-160091</td>
<td>Domestic Violence Coordinator - December</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56319</td>
<td>COASTWD</td>
<td>Coastwide Laboratories</td>
<td>12/15/2016</td>
<td>63.41</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>NW2910381-1</td>
<td>1 Cs Enzyme Plus-Cleaner-Parks Bldgs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56320</td>
<td>COMCAST</td>
<td>Comcast</td>
<td>12/15/2016</td>
<td>96.33</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0724345</td>
<td>Internet for ITS 12/14-01/13</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56321</td>
<td>DEPTENTS</td>
<td>Department of Enterprise Services</td>
<td>12/15/2016</td>
<td>275.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>16143167</td>
<td>&quot;Chem Clean&quot; Parts Washer</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56321: 0.00 275.00
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date Reference</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56322</td>
<td>ELLITIRE</td>
<td>Elliott Tire &amp; Service Inc</td>
<td>12/15/2016</td>
<td></td>
<td>469.92</td>
</tr>
<tr>
<td>076020</td>
<td></td>
<td>Installed Blower Motor &amp; Head Lamp Assembly</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56323</td>
<td>ERICKSNK</td>
<td>Keoni Erickson</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>69.13</td>
</tr>
<tr>
<td>ReimbExp</td>
<td></td>
<td>Reimb Footwear-Per AFSCME Contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56324</td>
<td>FELDMAJ</td>
<td>Feldman &amp; Lee, P.S.</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>8,750.00</td>
</tr>
<tr>
<td>November 2016</td>
<td>Public Defender Contract Flat Fee - Nov</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56325</td>
<td>HUGHEST</td>
<td>Tyrone Hughes</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>21.42</td>
</tr>
<tr>
<td>Reimb Meal</td>
<td></td>
<td>Reimb Dinner 11/15-Undercover Work Case #16</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56326</td>
<td>INTEGRA</td>
<td>Integra</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>631.25</td>
</tr>
<tr>
<td>04201</td>
<td></td>
<td>T-1 Monthly Fee - December</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56327</td>
<td>JOHNCLNR</td>
<td>John's Cleaning Services Inc</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>105.73</td>
</tr>
<tr>
<td>1877</td>
<td></td>
<td>Uniform Dry Cleaning &amp; Repairs - Nov</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56328</td>
<td>LESSCHW</td>
<td>Les Schwab</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>71.32</td>
</tr>
<tr>
<td>39500303697</td>
<td>Wiper Blades, LOF-Bldg Truck</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56329</td>
<td>LEXIPOL</td>
<td>Lexipol LLC</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>3,500.00</td>
</tr>
<tr>
<td>18819</td>
<td></td>
<td>Law Enforcement Police Policy Manual Update</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56330</td>
<td>MCMAG</td>
<td>Mill Creek Living Magazine</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>3,762.50</td>
</tr>
<tr>
<td>3994</td>
<td></td>
<td>19,500 - Winter 2016/2017 Issue MC Living Ma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56331</td>
<td>NATBARR</td>
<td>National Barricade Co., LLC</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>483.78</td>
</tr>
<tr>
<td>267778</td>
<td></td>
<td>3-24&quot; x 24&quot; No Left Turn, 2-48&quot; x 48&quot; Left Lane</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56332</td>
<td>OREILLY</td>
<td>O'Reilly Automotive Inc</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>64.97</td>
</tr>
<tr>
<td>2986485772</td>
<td>Sweeper Gutter Brooms Hydraulic Seal - PW 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2986487239</td>
<td>Sander Sprk Plug &amp; Dielectric Lube</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2986487279</td>
<td>2 Wiper Blades &amp; Chenille Mitt - PW6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2986488149</td>
<td>Wrench Sweeper &amp; Maintenance Parts - PW10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56333</td>
<td>PACAIR</td>
<td>Pacific Air Control, Inc</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>273.66</td>
</tr>
<tr>
<td>190260</td>
<td></td>
<td>HVAC Repairs-MC Library</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56322: 0.00  469.92
Total for Check Number 56323: 0.00  69.13
Total for Check Number 56324: 0.00  8,750.00
Total for Check Number 56325: 0.00  21.42
Total for Check Number 56326: 0.00  631.25
Total for Check Number 56327: 0.00  105.73
Total for Check Number 56328: 0.00  71.32
Total for Check Number 56329: 0.00  3,500.00
Total for Check Number 56330: 0.00  3,762.50
Total for Check Number 56331: 0.00  483.78
Total for Check Number 56332: 0.00  64.97
Total for Check Number 56333: 0.00  273.66
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56334</td>
<td>PACRIMC</td>
<td>Pacific Rim Code Services, Inc</td>
<td>12/15/2016</td>
<td></td>
<td>3,915.00</td>
</tr>
<tr>
<td>56335</td>
<td>PACTOP</td>
<td>Pacific Topsoils, Inc.</td>
<td>12/15/2016</td>
<td></td>
<td>495.61</td>
</tr>
<tr>
<td>56336</td>
<td>PAWS</td>
<td>Animals Brought To Shelter - November</td>
<td>12/15/2016</td>
<td></td>
<td>448.98</td>
</tr>
<tr>
<td>56337</td>
<td>PITNEYB</td>
<td>Pitney Bowes Global Financial Services</td>
<td>12/15/2016</td>
<td></td>
<td>606.19</td>
</tr>
<tr>
<td>56338</td>
<td>PCC</td>
<td>Precision Concrete Cutting</td>
<td>12/15/2016</td>
<td></td>
<td>10,904.09</td>
</tr>
<tr>
<td>56339</td>
<td>SNOCPUD</td>
<td>PUD No. 1 of Snohomish County</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>12,656.49</td>
</tr>
</tbody>
</table>

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Invoice No</th>
<th>Description</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
<th>Invoice No</th>
<th>Description</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56341</td>
<td>REYNOLDS</td>
<td>Reynolds Signature Portraits</td>
<td>11/02</td>
<td>Police Department Department Group/Individual</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>168.06</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56342</td>
<td>RONGERJ</td>
<td>John Rongerude P.S.</td>
<td>480</td>
<td>Conflict Public Defender #Z1045249</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,405.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56343</td>
<td>SANDIEPE</td>
<td>San Diego Police Equipment Co.</td>
<td>625603</td>
<td>9 Cs Duty &amp; Practice Ammo</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>2,707.25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56344</td>
<td>SNO COSHO</td>
<td>Snohomish County Sheriff's Office</td>
<td>1000418552</td>
<td>2016 BRIDGE SRDTF JAG Grant Contribution-Pr</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,314.00</td>
<td>1000424634</td>
<td>2016 BRIDGE SRDTF JAG Grant Contribution-Pr</td>
<td>0.00</td>
<td>3,942.00</td>
</tr>
<tr>
<td>56345</td>
<td>SHORTCR</td>
<td>Short Cressman &amp; Burgess PLLC</td>
<td>492207</td>
<td>Prof Legal Serv-Engr-Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>403.00</td>
<td>492208</td>
<td>Prof Legal Serv-Police-Nov</td>
<td>0.00</td>
<td>465.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>492209</td>
<td>Prof Legal Serv-Finance-Nov</td>
<td></td>
<td>0.00</td>
<td>713.00</td>
<td>492210</td>
<td>Prof Legal Serv-Exec-Fire Contract-Nov</td>
<td></td>
<td>5,003.20</td>
</tr>
<tr>
<td>56346</td>
<td>SILVERL</td>
<td>Silverlake Water District</td>
<td>1411227585</td>
<td>132nd &amp; SR 527 - Irrig 11/1-11/30</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>6,584.20</td>
<td>14737-19068</td>
<td>13617 &amp; SR 527 - Irrig 11/01-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1767927345</td>
<td>15429 1/2 Both Evrt Hwy - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3214127633</td>
<td>13903 N Creek Dr - Irrig 11-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1768427596</td>
<td>15429 Bobelli Way - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3214127634</td>
<td>13903 N Creek Dr - Mill Creek 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2407927593</td>
<td>Hillside - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3599279191</td>
<td>SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3214027632</td>
<td>13903 N Creek Dr - Mill Creek 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3599279192</td>
<td>SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3214027633</td>
<td>13903 N Creek Dr - Mill Creek 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3599279193</td>
<td>SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3599279194</td>
<td>14600 SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3599279195</td>
<td>13800 N SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3599279196</td>
<td>1600 SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>3599279197</td>
<td>15200 SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3599279198</td>
<td>13520 SR 527 - Irrig 11/1-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>36026-27914</td>
<td>SR 527 &amp; Dumas Rd-Irrig 11/01-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>37034-30017</td>
<td>14721 12th Ave SE-Irrig 11/01-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>4019127914</td>
<td>13315 45th Ave SE-Restroom 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>37034-30017</td>
<td>14721 12th Ave SE-Irrig 11/01-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>4019127915</td>
<td>13315 45th Ave SE-Restroom 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>37034-30017</td>
<td>14721 12th Ave SE-Irrig 11/01-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>4019127916</td>
<td>13315 45th Ave SE-Restroom 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>37034-30017</td>
<td>14721 12th Ave SE-Irrig 11/01-11/30</td>
<td></td>
<td>0.00</td>
<td>7.60</td>
<td>4019127917</td>
<td>13315 45th Ave SE-Restroom 11/1-11/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56347</td>
<td>SNO COC</td>
<td>Snohomish County Corrections</td>
<td>2016-3465</td>
<td>Jail Service Fees - Oct</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>9,943.42</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56348</td>
<td>SNO COPW</td>
<td>Snohomish County Public Works</td>
<td>1000425233</td>
<td>RR6138-Overlay Program-Oct</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>9,484.50</td>
<td>1000425234</td>
<td>RR6138-WQ Retrofit-Oct</td>
<td>0.00</td>
<td>54,272.14</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1000425234</td>
<td>RR7571-Mill Creek Rd &amp; Sea Hill-Oct</td>
<td></td>
<td>0.00</td>
<td>420.61</td>
<td>1000425236</td>
<td>RR7797-Aid Agreement-Striping Materials-Oct</td>
<td>0.00</td>
<td>168.19</td>
</tr>
<tr>
<td>Check No</td>
<td>Vendor No</td>
<td>Vendor Name</td>
<td>Invoice Description</td>
<td>Check Date</td>
<td>Void Checks</td>
<td>Check Amount</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-----------</td>
<td>-------------</td>
<td>---------------------</td>
<td>------------</td>
<td>------------</td>
<td>--------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56349</td>
<td>SNDPUBIN</td>
<td>Sound Publishing Inc</td>
<td>Notice of Public Hearing-2017-2018 Biennial Bn Pub of Ord No. 2016-808</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>149,800.44</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56350</td>
<td>SDISTCRT</td>
<td>South District Court</td>
<td>Filing Fees SD Court - Nov Interpreter Costs - Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>108.36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56351</td>
<td>Stand</td>
<td>Standard Ins. Company RA</td>
<td>Life, AD&amp;D &amp; LTD Prem MEBT-ER Paid-Dec</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>3,931.42</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56352</td>
<td>STAND2</td>
<td>Standard Ins. Company RA</td>
<td>Survivor Prem. MEBT-ER Paid-Dec</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,688.31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56353</td>
<td>STERICYC</td>
<td>Stericycle Inc</td>
<td>Biomedical Waste Services - Monthly Fee</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>10.36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56354</td>
<td>SUNBELT</td>
<td>Sunbelt Rentals</td>
<td>Rental Diesel Air Compressor-Irrigation System</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>624.78</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56355</td>
<td>TACSCREW</td>
<td>Tacoma Screw Products Inc</td>
<td>100 Black Cable Tie/Stubby Ratchet Tool</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>41.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56356</td>
<td>TERMINIX</td>
<td>Terminix Processing Center</td>
<td>Pest Control-WO#145110982-16-MC Library</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>76.86</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56357</td>
<td>DRIFTMRA</td>
<td>The Driftmier Architects, P.S.</td>
<td>Prof Serv MC Public Works Shop 10/26-11/25</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>35,252.26</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56358</td>
<td>SEATIME2</td>
<td>The Seattle Times</td>
<td>Ad &quot;Public Information Officer&quot;-30 Day Ad &quot;Project Engineer&quot;-30 Day</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>500.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56359</td>
<td>TLOLLC</td>
<td>TransUnion Risk and Alternative</td>
<td>Background/Identity Investigations-Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>25.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56360</td>
<td>UPS</td>
<td>United Parcel Service</td>
<td>UPS Chgs - PD-WSP Latents Lab,Eagle Optics</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>22.07</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No Invoice No</th>
<th>Vendor Name Description</th>
<th>Check Date Reference</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56361</td>
<td>UNUM 0220603-035 5</td>
<td>UNUM Life Ins. Co. of America Long Term Care (LTC EE) J Klei 01/01-12/31</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>22.07</td>
</tr>
<tr>
<td>56362</td>
<td>USBANK XXXX139</td>
<td>US Bank NA - Custody Investment Custody Charges 11/01-11/30</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>42.00</td>
</tr>
<tr>
<td>56363</td>
<td>USIC 212561</td>
<td>USIC Locating Services, LLC 90 NC Locates/82 Ticket Locates-Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>943.87</td>
</tr>
<tr>
<td>56364</td>
<td>UULC 6110169</td>
<td>Utilities Underground Location Center On Call Location Service 84 Locates</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,887.74</td>
</tr>
<tr>
<td>56365</td>
<td>VERIZON 977565547</td>
<td>Verizon Wireless Air Cards/Cell Chgs 10/21-11/20-PD</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,335.08</td>
</tr>
<tr>
<td>56366</td>
<td>WASTPAT 117003837</td>
<td>Washington State Patrol Background Checks - Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>24.00</td>
</tr>
<tr>
<td>56367</td>
<td>WASTEMN 0435307-2677-7</td>
<td>Waste Management-Northwest 15728 Main St-St Sweeper-Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>48.14</td>
</tr>
<tr>
<td>56368</td>
<td>WAVEDIV 01372118</td>
<td>WaveDivision Holdings, LLC Fiber Lease-15728 Main St-to 3000 Rockefeller</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>654.93</td>
</tr>
<tr>
<td>56369</td>
<td>WINSUPP 015863 00</td>
<td>Winsupply Company 40 PVC PE Pipe - Sweeper Repair - PW 10</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>19.83</td>
</tr>
<tr>
<td>56370</td>
<td>AFSCME November</td>
<td>WSCCCE, AFSCME, AFL-CIO Union Dues - AFSCME-Nov</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,322.42</td>
</tr>
<tr>
<td>56371</td>
<td>ZUMAR 0185750</td>
<td>Zumar Industries, Inc. Mise Replacement Street Signs-Citywide</td>
<td>12/15/2016</td>
<td>0.00</td>
<td>1,238.02</td>
</tr>
</tbody>
</table>

Total for Check Number 56360: 0.00 22.07
Total for Check Number 56361: 0.00 734.40
Total for Check Number 56362: 0.00 42.00
Total for Check Number 56363: 0.00 943.87
Total for Check Number 56364: 0.00 1,887.74
Total for Check Number 56365: 0.00 1,335.08
Total for Check Number 56366: 0.00 24.00
Total for Check Number 56367: 0.00 48.14
Total for Check Number 56368: 0.00 654.93
Total for Check Number 56369: 0.00 19.83
Total for Check Number 56370: 0.00 1,322.42
Total for Check Number 56371: 0.00 1,238.02
Total for 12/15/2016: 0.00 283,809.33

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No Invoice No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56372</td>
<td>ANSOFWA</td>
<td>A.N.S. of WA, Inc.</td>
<td>12/29/2016</td>
<td></td>
<td>134.95</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Notary Renewal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56373</td>
<td>ADPLLC 484361143</td>
<td>ADP, LLC</td>
<td>12/29/2016</td>
<td></td>
<td>150.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fall ADP Client Conf-B Devenny</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56374</td>
<td>ALEXPRCO 49408</td>
<td>Alexander Printing Company Inc</td>
<td>12/29/2016</td>
<td></td>
<td>525.11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5,000 - #10 Window Envelopes-Annual Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56375</td>
<td>ALLBATRY 800-10014573</td>
<td>All Battery Sales &amp; Service</td>
<td>12/29/2016</td>
<td></td>
<td>463.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 -Batteries Speed Reader Signs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56376</td>
<td>APPDANST 6376</td>
<td>Applause Studio Inc</td>
<td>12/29/2016</td>
<td></td>
<td>288.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Combo Dance Class (Fall 2)11/05-12/03 #6376</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56377</td>
<td>AT&amp;TWIR 28724599226</td>
<td>AT&amp;T Mobility</td>
<td>12/29/2016</td>
<td></td>
<td>37.80</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pine Meadow Irrig Line</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56378</td>
<td>BANKCARE</td>
<td>Bank of America</td>
<td>12/29/2016</td>
<td></td>
<td>17.53</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Coffee-Open Enrollment Benefit Mtg 11/03</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ad Craigslist-Project Engineer Posting</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tablecovers-Veterans Parade</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>VIP Swag Bags-Veterans Parade</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Flowers-Passport Pens</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Refreshments-Fire Contract Negotiations Mtg 11</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sensor Cloud Wireless Monitoring Plan 11/10-1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Toll Chgs-Car #40</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 Droid Turbo Protective Case</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lodging Canine 360 LIA Training 11/27-11/30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gypsum Fire Resistance Design Manual</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pre-Conference GFOA/Closing Event-May 2017</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Beam Check Multi-User Professional Site Licens</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>HP Toner Cartridge/2 - 8 Tab Sets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tablecovers-Turkey Bowling Staff Event</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICC Certification-E Carter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pizza 11/16-Staff Appreciation Lunch-Turkey Bk</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WAPRO Renewal Membership-J Lee</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Airfare-GFOA Conf-P Lauerman</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Airfare-GFOA Conf-R Polizzotto</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Canine Liability 360 Training-N Lerma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Canine Liability 360 Training-R Phillips</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6 Pk-16GB Flash Drive</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pre-Conference GFOA/Closing Event-May 2017</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Great Bag Calendar 2016-2017-Executive Pann</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Labor Negotiations Working Lunch 11/21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Refreshments-Farewell Party 11/21-M Miller</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Refreshments-PERC Training 11/21</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Progressive Medical Halo Chest Seal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>17 EA-Bleeder/Blowout Pouch</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No Invoice No</th>
<th>Vendor Name</th>
<th>Check Date Reference</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>37</td>
<td></td>
<td>2 Christmas Trees-City Hall North &amp; South</td>
<td></td>
<td>260.18</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td></td>
<td>HSGI Bleeder/Blowout Pouch Black</td>
<td></td>
<td>156.00</td>
<td></td>
</tr>
<tr>
<td>38A</td>
<td></td>
<td>21 QuickClot Combat Gauze/21 Prestige Medica</td>
<td></td>
<td>1,027.32</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td></td>
<td>21 Ever Ready Israeli Bandage Battle Dressing</td>
<td></td>
<td>179.76</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Refreshments-K Chein Farewell Party 1/10/04</td>
<td></td>
<td>41.48</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td></td>
<td>Meals 11/28-11/30-K9 360 Liability Training-N</td>
<td></td>
<td>72.29</td>
<td></td>
</tr>
<tr>
<td>41</td>
<td></td>
<td>Meals 11/28-11/30-K9 360 Liability Training-R</td>
<td></td>
<td>72.89</td>
<td></td>
</tr>
<tr>
<td>42</td>
<td></td>
<td>Lodging 11/28-11/30-K9 360 Liability Training-</td>
<td></td>
<td>235.30</td>
<td></td>
</tr>
<tr>
<td>43</td>
<td></td>
<td>Lodging 11/28-11/30-K9 360 Liability Training-</td>
<td></td>
<td>245.30</td>
<td></td>
</tr>
<tr>
<td>44</td>
<td></td>
<td>MybuildingPermit.com Monthly Fee</td>
<td></td>
<td>59.95</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>1-20ft Network Cable</td>
<td></td>
<td>7.49</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>2-20ft Network Cable</td>
<td></td>
<td>14.98</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>SCCT Monthly Mtg- Nov-M-Todd</td>
<td></td>
<td>35.00</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>SCCT Monthly Mtg- Nov-V-Cavaleri</td>
<td></td>
<td>35.00</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>SCCT Monthly Mtg-Nov-P Pruett</td>
<td></td>
<td>35.00</td>
<td></td>
</tr>
<tr>
<td>9A</td>
<td></td>
<td>Ad Craigslist-PIO Posting</td>
<td></td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td></td>
<td>Bank of America</td>
<td>12/29/2016</td>
<td>7,208.65</td>
<td></td>
</tr>
<tr>
<td>56379</td>
<td>BANKCR16</td>
<td>Business Card Bank of America</td>
<td></td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>MC Rotary Mtg 11/09-T Rogers</td>
<td></td>
<td>17.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>MCBA Mtg 10/18 &amp; 11/15-T Rogers</td>
<td></td>
<td>16.00</td>
<td></td>
</tr>
<tr>
<td>2A</td>
<td></td>
<td>MCBA Mtg 11/16-B Davern</td>
<td></td>
<td>8.00</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>ASLA Renewal Subscription 12/01-11/30</td>
<td></td>
<td>59.00</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Veterans Day Council- VIP Luncheon</td>
<td></td>
<td>494.55</td>
<td></td>
</tr>
<tr>
<td>56380</td>
<td>BANKCR13</td>
<td>Secure Key Cabinet-60 Keys</td>
<td>12/29/2016</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>56381</td>
<td>BENEAD</td>
<td>Benefit Administration Co, LLC</td>
<td>12/29/2016</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>1612515</td>
<td></td>
<td>Section 125 Flexible Benefits Plan-Dec</td>
<td></td>
<td>136.00</td>
<td></td>
</tr>
<tr>
<td>56382</td>
<td>BANKCR20</td>
<td>Business Card</td>
<td>12/29/2016</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td>Blinds PD-Remodel Project</td>
<td></td>
<td>81.26</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>Cable Ties, Flood Lights, Utility Knives</td>
<td></td>
<td>56.31</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td>Remark Chisel Black-Parade Signs</td>
<td></td>
<td>4.39</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td>Christmas Lights-City Hall Lobby</td>
<td></td>
<td>15.36</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td>ZXT Insulator III Chest Black/H-Back Suspende</td>
<td></td>
<td>251.68</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>Plugs, Heavy Duty Tape-Christmas Light Suppli</td>
<td></td>
<td>30.73</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td>Perfect Light Clip</td>
<td></td>
<td>8.73</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td>Electrical Cords-Deco Supplies</td>
<td></td>
<td>38.41</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td>Staple Gun/Staples</td>
<td></td>
<td>23.63</td>
<td></td>
</tr>
<tr>
<td>1A</td>
<td></td>
<td>Materials-Lakes Project</td>
<td></td>
<td>43.86</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>E-Step-Vet Monument Flag</td>
<td></td>
<td>16.37</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Misc Hardware</td>
<td></td>
<td>9.14</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Shelving Supplies</td>
<td></td>
<td>222.56</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>2 - Safety Vest Class 3 Mesh-Misty</td>
<td></td>
<td>235.57</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Maxell LR44 Batteries 10 Pack</td>
<td></td>
<td>4.75</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>Building Materials-PD Evidence Remodel</td>
<td></td>
<td>92.89</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>Replace Blown Hydraulic Line-Bucket Truck Ar</td>
<td></td>
<td>65.24</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>3 Recon Makita LXT 18V Cordless Driver Coml</td>
<td></td>
<td>599.97</td>
<td></td>
</tr>
<tr>
<td>56383</td>
<td>BANKCR21</td>
<td>Business Card</td>
<td>12/29/2016</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56378: 0.00 7,208.65

Total for Check Number 56379: 0.00 594.55

Total for Check Number 56380: 0.00 35.79

Total for Check Number 56381: 0.00 136.00

Total for Check Number 56382: 0.00 1,800.85

Total for Check Number 56383: 0.00 284.38

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Pizza-Staff Working On Budget 11/12 &amp; 11/13</td>
<td>12/29/2016</td>
<td>36.67</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Business Lunch-R Polizotto</td>
<td>12/29/2016</td>
<td>30.26</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56383: 66.93


<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Refund Lodging Trip Cancelled</td>
<td>12/29/2016</td>
<td>-34.05</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Credit Returned 2 Certificate Frames</td>
<td>12/29/2016</td>
<td>214.77</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Vinyl Lettering K9 Car</td>
<td>12/29/2016</td>
<td>28.20</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Annual Renewal-Online Investigations System</td>
<td>12/29/2016</td>
<td>548.00</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Airline Change Fee-G Elwin</td>
<td>12/29/2016</td>
<td>125.00</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>&quot;At Your Service&quot; Decals-Patrol Cars</td>
<td>12/29/2016</td>
<td>223.60</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>3 Leaf Rakes-Clear Storm Drains</td>
<td>12/29/2016</td>
<td>16.42</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>Refreshments-MAP Your Neighborhood 10/20</td>
<td>12/29/2016</td>
<td>17.53</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56384: 122.30


<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Lunch-Staff Working on Budget 11/12</td>
<td>12/29/2016</td>
<td>29.78</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Holiday Decorations-City Hall</td>
<td>12/29/2016</td>
<td>87.92</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>Holiday Decorations-City Hall</td>
<td>12/29/2016</td>
<td>6.59</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>Holiday Decorations-City Hall</td>
<td>12/29/2016</td>
<td>89.76</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Holiday Decorations-City Hall</td>
<td>12/29/2016</td>
<td>19.18</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56385: 233.23

56386 CARLSONJ Jessica Carlson 6442 Adventures in Art-Fall 2 10/28-12/09 #6442 12/29/2016

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Adventures in Art-Fall 2 10/28-12/09 #6442</td>
<td>12/29/2016</td>
<td>518.00</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56386: 518.00

56387 CITYLYN City of Lynnwood 1269212701

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>City of Lynnwood</td>
<td>12/29/2016</td>
<td>445.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Jail Room &amp; Board - Oct</td>
<td>12/29/2016</td>
<td>132.50</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56387: 577.50

56388 CLAIMFOX ClaimFox Inc 25119654

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Criminal Research/Certification-Bank Record Rt</td>
<td>12/29/2016</td>
<td>48.15</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56388: 48.15

56389 COASTWD Coastwide Laboratories NW2938543

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Coastwide Laboratories</td>
<td>12/29/2016</td>
<td>482.56</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56389: 482.56

56390 COMCAST Comcast 0457011

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Comcast</td>
<td>12/29/2016</td>
<td>191.33</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56390: 191.33

56391 DEPTENTS Department of Enterprise Services 15116376

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Department of Enterprise Services</td>
<td>12/29/2016</td>
<td>130.68</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>4-Kevlar Helmets</td>
<td>12/29/2016</td>
<td>277.70</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>LCD Projector,Screen,Cork Board,12 2 x 5 Tabl</td>
<td>12/29/2016</td>
<td>408.38</td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56391: 408.38

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56392</td>
<td>ENERADV</td>
<td>Energy Advantages Inc</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>673.44</td>
</tr>
<tr>
<td></td>
<td>51865</td>
<td>40-Ballast By Pass Tube LED Bulbs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56393</td>
<td>EVERGTEC</td>
<td>Evergreen Technologies Inc</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>1,601.24</td>
</tr>
<tr>
<td></td>
<td>12090</td>
<td>City Hall Cable Add 4 Network Drops/City Hall</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56394</td>
<td>GTENORTH</td>
<td>Frontier</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>50.98</td>
</tr>
<tr>
<td></td>
<td>425 316-0326</td>
<td>Alarm System Line Chgs 12/16-01/15</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>425 316-3862</td>
<td>Phone Line Chgs 10/04-12/03-Alarm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>425 745-6974</td>
<td>CC Line/Security System Line 12/19-01/18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56395</td>
<td>IBSINC</td>
<td>IBS Inc</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>366.95</td>
</tr>
<tr>
<td></td>
<td>633167-1</td>
<td>40 Units-Assorted Fasteners-Hardware Inventory</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56396</td>
<td>KANTOLA</td>
<td>Kantola Productions LLC</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>618.50</td>
</tr>
<tr>
<td></td>
<td>218525A</td>
<td>Harrassment Prevention Training Videos-HR</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56397</td>
<td>KROESENS</td>
<td>Kroesen's Uniform Company</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>1,461.67</td>
</tr>
<tr>
<td></td>
<td>02812</td>
<td>500 - Mill Creek PD Patches</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56398</td>
<td>LACALEQP</td>
<td>Lacal Equipment Inc</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>3,127.22</td>
</tr>
<tr>
<td></td>
<td>0248509-IN</td>
<td>2 Top GB Disc Steel-Street Sweeper-PW 9 &amp; PV</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>0248831-IN</td>
<td>Spare Street Sweeper Parts-PW 9 &amp; PW 10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56399</td>
<td>TODDB</td>
<td>Lasered Design</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>219.80</td>
</tr>
<tr>
<td></td>
<td>1056</td>
<td>25 - City of Mill Creek Custom Ornaments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56400</td>
<td>LESSCHW</td>
<td>Les Schwab</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>76.92</td>
</tr>
<tr>
<td></td>
<td>39500309801</td>
<td>LOF-Car #40</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>39500312563</td>
<td>LOF-Car #41</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56401</td>
<td>LITHITENW</td>
<td>LithtexNW</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>54.95</td>
</tr>
<tr>
<td></td>
<td>63640</td>
<td>Business Cards-J Schick-DV Advocate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56402</td>
<td>MORRIERP</td>
<td>Paul Morrier</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>17,533.06</td>
</tr>
<tr>
<td></td>
<td>12/19</td>
<td>File Cabinets/Work Table-City Hall Remodel Ptv</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>12/19A</td>
<td>Desks/Chairs/Pasports/Finance Desk/Extra Desk</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56403</td>
<td>NATBUSFN</td>
<td>National Business Furniture</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>367.18</td>
</tr>
<tr>
<td></td>
<td>MK471714</td>
<td>Furniture-City Hall South Remodel Phase 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>MK472942-TDQ</td>
<td>1 High Back Leather Chair-South City Hall Rem</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM #F.

Approval of Checks #56312 through #56431 and ACH Wire Transf...

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Invoice No</th>
<th>Description</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56411</td>
<td>PUGETSO</td>
<td>Puget Sound</td>
<td>2000-476533</td>
<td>15720 Main St 11/17-12/16</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>3,491.04</td>
</tr>
<tr>
<td>56412</td>
<td>PUGETSO</td>
<td>Puget Sound</td>
<td>2000-476546</td>
<td>15728 Main St 11/17-12/16</td>
<td></td>
<td>564.52</td>
<td>918.72</td>
</tr>
<tr>
<td>56413</td>
<td>SSW</td>
<td>Schreiber</td>
<td>19</td>
<td>Professional Service-Fire</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>1,483.24</td>
</tr>
<tr>
<td>56414</td>
<td>SNOCSOH</td>
<td>Snohomish</td>
<td>2016-3486</td>
<td>Inmate Medical Billing</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>3,937.50</td>
</tr>
<tr>
<td>56415</td>
<td>SILVERL</td>
<td>Silverlake</td>
<td>3600-27914</td>
<td>Dumas Rd Irrig 11/01-11/30</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>46.53</td>
</tr>
<tr>
<td>56416</td>
<td>SKYHAWK</td>
<td>Skyhawks</td>
<td>6464</td>
<td>Hoopster Tots Basketball</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>490.00</td>
</tr>
<tr>
<td>56417</td>
<td>SNOCCOC</td>
<td>Snohomish</td>
<td>2016-3509</td>
<td>Jail Service Fees</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>17,324.63</td>
</tr>
<tr>
<td>56418</td>
<td>SNOCPW</td>
<td>Snohomish</td>
<td>1000-419294</td>
<td>RR6138-Overlay Program-MC</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>67,732.18</td>
</tr>
<tr>
<td>56419</td>
<td>SNDPUBIN</td>
<td>Sound Publishing</td>
<td>EDH734760</td>
<td>Pub of Ord. No. 2016-809</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>30.96</td>
</tr>
</tbody>
</table>

Total for Check Number 56411: 3,491.04
Total for Check Number 56412: 1,483.24
Total for Check Number 56413: 3,937.50
Total for Check Number 56414: 3,937.50
Total for Check Number 56415: 46.53
Total for Check Number 56416: 490.00
Total for Check Number 56417: 17,324.63
Total for Check Number 56418: 302,927.47
Total for Check Number 56419: 113.52
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name Description</th>
<th>Check Date Reference</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56420</td>
<td>STATEAUD</td>
<td>State Auditor's Office Statutory Audit Services 2015-2015</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>628.43</td>
</tr>
<tr>
<td>56421</td>
<td>SUMLAW</td>
<td>Summit Law Group Prof Serv-General Labor through 11/30</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>3,953.66</td>
</tr>
<tr>
<td>56422</td>
<td>TACSCREW</td>
<td>Tacoma Screw Products Inc Assorted Lag Screws, Washers &amp; Bolts Electrical Parts-Street Lights</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>269.24</td>
</tr>
<tr>
<td>56423</td>
<td>TEKNON</td>
<td>Teknon Install Keycard Door Access- Patrol Room</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>2,533.20</td>
</tr>
<tr>
<td>56424</td>
<td>TRAFFSAF</td>
<td>Traffic Safety Supply Co Inc 50 12x18 - No Parking Anytime Signs</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>628.72</td>
</tr>
<tr>
<td>56425</td>
<td>TRAMMELI</td>
<td>Lori Trammel Cupcake Class 12/10 #6452</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>154.00</td>
</tr>
<tr>
<td>56426</td>
<td>TRANSUN</td>
<td>Trans Union LLC Basic Service Monthly Fcc-Credit Checks 10/26</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>27.48</td>
</tr>
<tr>
<td>56427</td>
<td>VC3</td>
<td>VC3 PFF - IT Assessment-Capital Plan Work Order</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>8,965.20</td>
</tr>
<tr>
<td>56429</td>
<td>WWGRAIN</td>
<td>W.W. Grainger, Inc. 200 PSI Pressure Gauge-De-Icer Tank Repair 2 Stainless Steel Bands, 50ft-Sign Replacement 2 Strapping Buckles, 1-Pkg Bracket-Sign REPL 3 Sweeper Mirrors-PW9</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>291.97</td>
</tr>
<tr>
<td>56430</td>
<td>WASTPAT</td>
<td>Washington State Patrol Access User Terminal Fee - 4th Qtr</td>
<td>12/29/2016</td>
<td>0.00</td>
<td>534.00</td>
</tr>
</tbody>
</table>

Total for Check Number 56420: 0.00 628.43
Total for Check Number 56421: 0.00 3,953.66
Total for Check Number 56422: 0.00 459.00
Total for Check Number 56423: 0.00 2,533.20
Total for Check Number 56424: 0.00 628.72
Total for Check Number 56425: 0.00 154.00
Total for Check Number 56426: 0.00 27.48
Total for Check Number 56427: 0.00 8,965.20
Total for Check Number 56428: 0.00 291.97
Total for Check Number 56429: 0.00 845.46
Total for Check Number 56430: 0.00 534.00

AP Checks by Date - Detail by Check Date (1/5/2017 10:25 AM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name Description</th>
<th>Check Date Reference</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>56431</td>
<td>ZAC&amp;THOM</td>
<td>Zachor &amp; Thomas, Inc., P.S. Monthly Prosecution Legal Retainer-Dec</td>
<td>12/29/2016</td>
<td></td>
<td>8,701.91</td>
</tr>
<tr>
<td></td>
<td>1212</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total for Check Number 56431: 0.00 8,701.91

Total for 12/29/2016: 0.00 441,772.13

Report Total (120 checks): 0.00 725,581.46
Date: January 10, 2017

### Payroll Check Batches

<table>
<thead>
<tr>
<th>Dated</th>
<th>Check Numbers</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/22/2016</td>
<td>ACH Automatic Deposit Checks</td>
<td>$139,708.28</td>
</tr>
<tr>
<td>12/22/2016</td>
<td>ACH Wire- FW T &amp; Medicare Taxes</td>
<td>$28,144.42</td>
</tr>
<tr>
<td>12/22/2016</td>
<td>ACH Wire MEBT- Wilmington Trust</td>
<td>$29,157.36</td>
</tr>
<tr>
<td>12/22/2016</td>
<td>ACH Wire- ICMA RC- Def. Comp</td>
<td>$4,445.13</td>
</tr>
<tr>
<td>12/22/2016</td>
<td>ACH Wire- BAC- Flex Spending Acct</td>
<td>$1,037.62</td>
</tr>
<tr>
<td>01/05/2017</td>
<td>ACH Wire- Assoc. of WA Cities</td>
<td>$72,389.62</td>
</tr>
</tbody>
</table>

**Total** $274,882.43

### Voided Checks

<table>
<thead>
<tr>
<th>Numbers</th>
<th>Explanation</th>
</tr>
</thead>
</table>

- **CLAIMS APPROVAL**

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of the ACH Automatic Deposit checks and ACH Wire Transfers in the amount of $274,872.44.

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

---

Councilmember

Finance Director

Councilmember

City Manager
## Statistical Summary

**Company:** A0W - City Of Mill Creek Service Center: 0076 Pacific North West  
**Status:** Cycle Complete  
**Week:** 51  
**Pay Date:** 12/22/2016  
**Qtr/Year:** 4/2016  
**Run Time/Date:** 18:49:55 PM EST 12/19/2016  

### Taxes Debited

<table>
<thead>
<tr>
<th>Tax</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Income Tax</td>
<td>22,210.39</td>
</tr>
<tr>
<td>Earned Income Credit Advances</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security - ER</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security Adj - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare - EE</td>
<td>5,956.99</td>
</tr>
<tr>
<td>Medicare - ER</td>
<td>2,997.04</td>
</tr>
<tr>
<td>Medicare Adj - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare Surtax - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare Surtax Adj - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>COBRA Premium Assistance Payments</td>
<td>0.00</td>
</tr>
<tr>
<td>Federal Unemployment Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>State Income Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>Non Resident State Income Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>State Unemployment Insurance - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>State Unemployment Insurance Adj - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>State Disability Insurance - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>State Disability Insurance Adj - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>State Unemployment/Disability Ins - ER</td>
<td>0.00</td>
</tr>
<tr>
<td>Workers' Benefit Fund Assessment - EE</td>
<td>0.00</td>
</tr>
<tr>
<td>Workers' Benefit Fund Assessment - ER</td>
<td>0.00</td>
</tr>
<tr>
<td>Local Income Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>School District Tax</td>
<td>0.00</td>
</tr>
</tbody>
</table>

### Total Taxes Debited: 28,144.42

### Other Transfers

<table>
<thead>
<tr>
<th>Account Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Service Direct Deposit Acct. No. 000060104700Tran/ABA125000024</td>
<td>139,708.28</td>
</tr>
</tbody>
</table>

### Total Amount Debited From Your Account: 167,852.70

### Bank Deposits & Other Liability

<table>
<thead>
<tr>
<th>Liability Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checks</td>
<td>0.00</td>
</tr>
<tr>
<td>Adjustments/Prepay/Voids</td>
<td>0.00</td>
</tr>
</tbody>
</table>

### Taxes - Your Responsibility

- None this payroll

**Total Liability:** 167,852.70
Payment Approval Confirmation

Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 12/20/2016 3:32:14 PM CST

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

Status: Approved
Transaction Number: 16CKF28473PK1K31

Debit Account Information
Debit Bank: 125000024
Debit Account: 000060104700
Debit Account Name: Treas Checking
Debit Currency: USD

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

Beneficiary Account: 9852374595
Beneficiary Bank ID: 022000046
Beneficiary Information: Manufacturers and Traders Tr C
MANUFACTURERS AND TRADERS TR C
ONE M AND T PLAZA, 15TH FL
BUFFALO
US - United States of America

Beneficiary Email: 
Beneficiary Mobile Number: 

Payment Details
Credit Currency: USD
Credit Amount: 29,157.36
Value Date: 12/22/2016

Optional Information
Sender's Reference Number: CITY MILL CREEK
Beneficiary Information: City of Mill Creek n3177e

Additional Routing
Intermediary Bank ID: 
Receiver Information: 

Control Information
Input: sankottke
Approved: sankottke
Input Time: 12/20/2016 3:29:12 PM CST
Time: 12/20/2016 3:31:52 PM CST
# Payment Approval Confirmation

**Company:** City of Mill Creek  
**Requester:** Kottke, Sandy  
**Run Date:** 12/20/2016 3:32:14 PM CST

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

<table>
<thead>
<tr>
<th>Status: Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transaction Number:</strong> 16CKC5948MEL2328</td>
</tr>
</tbody>
</table>

## Debit Account Information
- **Debit Bank:** 125000024  
- **Debit Account:** 000060104700  
- **Debit Account Name:** Tress Checking  
- **Debit Currency:** USD

## Beneficiary Details
- **Beneficiary Name:** ICMA RC  
- **Beneficiary Address:** P.O. Box 64563  
- **Beneficiary City:** Baltimore  
- **Beneficiary Postal Code:** 21204-4553  
- **Beneficiary Country:** US - United States of America  
- **Beneficiary Account:** 42538001  
- **Beneficiary Bank ID:** 022000046  
- **Beneficiary Bank Name:** Manufacturers and Traders TR C  
- **Beneficiary City:** Buffalo  
- **Beneficiary Postal Code:** 21264-4553  
- **Beneficiary Country:** US - United States of America  
- **Beneficiary Email:**  
- **Beneficiary Mobile Number:**

## Payment Details
- **Credit Currency:** USD  
- **Credit Amount:** 4,445.13  
- **Value Date:** 12/22/2016

## Optional Information
- **Sender's Reference Number:** 302029  
- **Beneficiary Information:** City of Mill Creek 302029

## Additional Routing
- **Intermediary Bank ID:**

## Control Information
- **Input:** sankottke  
- **Input Time:** 12/20/2016 1:00:16 PM CST  
- **Approved:** sankottke  
- **Time:** 12/20/2016 3:31:52 PM CST
AGENDA ITEM #G.

Payroll and Benefit ACH Payments in the Amount of $274,882.4...
ASSOCIATION OF WASHINGTON CITIES
MILL CREEK, CITY OF

ACCOUNT SUMMARY - contains all changes to this account as of 01/05/2017 08:40:04 AM

FUND: 100
ACCOUNT NUMBER: 186 L

BILL MONTH: 01/2017
COVERAGE MONTH: 01/2017
PAYMENT DUE BY: 01/10/2017
CURRENT BILLING AMOUNT: $72,389.62
PRIOR OVERAGE OR SHORTAGE: $0.00
ADJUSTMENTS: $0.00
TOTAL AMOUNT DUE: $72,389.62

<table>
<thead>
<tr>
<th>Fund</th>
<th>Account Number</th>
<th>Bill Month</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>186 L</td>
<td>01/2017</td>
<td>$72,389.62</td>
</tr>
</tbody>
</table>

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

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

ASSOCIATION OF WASHINGTON CITIES
PO BOX 84303
SEATTLE, WA 98124-5603
Regional Policy Priorities
Snohomish County

Transportation & Infrastructure

- Support efficient and timely delivery of Snohomish County regional projects funded in Connecting Washington and encourage any project cost savings to be reinvested in the region.
- Support the modernization of the Port of Everett’s International Seaport through capital investments in dock, rail, and surface transportation improvements.
- Develop planning and funding solutions for chokepoint and congestion relief in alignment with priorities of Snohomish County Committee for Improved Transportation (SCCIT).
- Provide options and tools to local governments and agencies to sufficiently fund local road, transit, and infrastructure improvements for community development.

Education & Workforce

- Identify and implement a framework that will ensure that the State fully funds basic education, while mitigating impacts of local levy authority cuts.
- Provide appropriate capital and program funding for UW Bothell, WSU North Puget Sound at Everett/Everett University Center, Everett CC, Edmonds CC and the WSU College of Medicine to expand STEM and other high-demand programs.
- Provide adequate resources and tools for school retrofits, construction and expansion due to population growth and seismic safety concerns.
- Support Career Connected Learning by fully funding CTE programs, continued funding of STEM Networks including Snohomish STEM, and allocation of funds for career pathway programs and facilities.

Economic Prosperity & Competitiveness

- Promote the importance our highly skilled workforce, educational institutions, and tax policies all play in attracting and retaining aerospace and non-aerospace companies and jobs in Snohomish County.
- Protect local economic development organizations’ state funding (i.e., protect funding for ADOs like EASC).
- Support programs and tools that promote tourism and recreation in Snohomish County.

Community Vitality & Resiliency

- Honor longstanding partnerships between the State and local governments by avoiding further reductions in shared revenues, and any other actions that hamper the ability of cities, counties and public agencies to provide essential services to citizens.
- Support the long-term funding in the MTCA account for the Port of Everett’s Mill A/Seaport Environmental Cleanup.
- Expand access and funding for services treating behavioral health needs and homelessness that enable citizens to fully participate and succeed in the local workforce and contribute to the community.
- Support programs and tools that ensure that adequate housing supply is available and accessible to the local workforce.
2017 Quick Facts Snohomish County

Transportation & Infrastructure
- 55% of residents work outside the county
- There will be $3.2 bil in unmet transportation demands over the next decade, including $798 mil in priority needs
- 44% of Snohomish County residents commute to King County
- 60% of jobs within Snohomish County are tied to international trade, 40% in Washington State

Education & Workforce
- 21% of Snohomish County jobs are in manufacturing - the highest in Washington State
- 84% of businesses in Snohomish County have difficulty finding qualified employees
- 90% of career jobs need a credential or some college. Currently only 31% of Washington State students receive one

Economic Prosperity & Competitiveness
- 280,000 jobs within Snohomish County
- $1 bil tourism industry, 4th largest in Washington State
- State’s 2nd fastest growing county
- 8,600 manufacturing jobs gained since 2008, #1 in the U.S.

ECONOMIC IMPACTS OF AEROSPACE IN SNOHOMISH COUNTY
- $8.2 bil in wages
- $39.85 bil in business revenues
- 92,450 jobs

Community Vitality & Resiliency
- 50% of all renters and more than 1/3 of all homeowners in Snohomish County are cost-burdened
- 1,000+ residents are homeless at any given time
- Approximately 1,100 units of affordable housing are needed each year over the next 20 years
Some public health services are so critical that they must be provided to every resident of Washington state. The Foundational Public Health Services Model ensures all residents can depend on a core set of services which only governmental public health can provide. The biennium request includes:

**$50 Million for Local Health Departments**
- Increase capacity for monitoring communicable diseases; investigating outbreaks; identifying causes; preventing cases; and coordinating disease response across agencies.
- Increase capacity for monitoring impact and causes of chronic diseases and coordinating disease response across agencies and partners.

**$6 Million for Washington State Department of Health**
- Increase capacity for communicable disease monitoring, outbreak investigation and support to local health jurisdictions. Expand capacity at state public health laboratory to meet increased demand. ($4M)
- Funding to continue implementation of plan to rebuild and modernize public health. (2M)

**$4 Million for Modernization**
- Implement and evaluate two new projects to deliver public health services using cross jurisdictional sharing models to increase efficiency and effectiveness across the statewide public health system.

See also [http://www.doh.wa.gov/Portals/1/Documents/9220/B1_FPHSModernizationLHJFunding.pdf](http://www.doh.wa.gov/Portals/1/Documents/9220/B1_FPHSModernizationLHJFunding.pdf)

---

**Lead Reduction**

Provide funding to support the Governor's Directive on lead reduction:
- Lead monitoring in schools ($1.5M)
- Funds for local public health to assist lead water monitoring and conduct periodic school health and safety inspections ($3M)
- Funds for schools to fix lead problems

Support other efforts in lead reduction:
- Department of Early Learning looking at rules for child cares to require testing in drinking water and assess lead hazards in compliance with EPA guidance.
- Recommendation around electronic blood lead registry with change to notifiable conditions rule to report elevated levels.
- Identify lead service lines in drinking water systems and changed priority of lead service lines in state revolving fund.
- Reduce the concentrations of lead in air that trigger regulatory action (i.e., the action level and permissible exposure limit)
- Lower the blood lead level that prompts medical removal from work
- Enhance medical monitoring for lead-related health problems
- Make improvements to protective clothing, hygiene practices, training, and education
- Reduce the case definition of an adult elevated blood lead level from 25mcg/dl to 5mcg/dl.

Assure Model Toxics Control Account (MTCA) or other funds are available for Coordinated Prevention Grants (CPG) and Site Hazard Assessment Grants (SHA)
- Ecology has requested $28.2M for biennium for CPG
- SHA Request: Traditionally funded at $3M
- MTCA below projected levels, but ample money in it. MTCA diverted for other purposes (See MTCA and Ecology Funding)

Support Washington State Department of Fish & Wildlife's proposal to streamline commercial fishing licenses with direct retail endorsement (DRE) RCW 77.65.510 (515) (520)

Monitor legislation and public health's role related to the Whatcom County v. Hirst decision pertaining to water quality and septic systems.
Substance Use
Support implementation of the Statewide Opioid Response Plan and Governor's Executive Order 16-09 to effectively combat the opioid epidemic. Priority provisions for legislative action include:

Prescription Drug Monitoring
- Fund education efforts to increase physician participation in the Prescription Drug Monitoring Programs by health care providers and pharmacies in order to identify patterns of Opioid use, co-prescriptions and poorly coordinated care.
- Fund efforts to provide encouragement and technical support to secure participation of entities currently not required to participate in the Prescription Drug Monitoring Program (such as Veteran's Administration).
- Expand RCW 70.225.040 to allow local public health jurisdictions access to prescription drug monitoring program data. Local public health jurisdictions have relationships with local prescribers and play a key role in obtaining provider participation in the program.
- Address policy and technical barriers to enable efficient and timely sharing of Prescription Monitoring Program data with border states.
- Support and fund proposals to increase availability and utilization of buprenorphine, methadone, and naltrexone to assist those seeking treatment.

Safe Medicine Return
- Support legislation that creates a convenient, safe, secure, environmentally sound, and sustainable pharmaceutical stewardship program for unwanted medications to be funded by the pharmaceutical industry.
  □ All medicines used in the home, prescription and over-the-counter, should be accepted for safe disposal.
  □ A statewide program should serve urban and rural communities through
    ▪ Convenient drop boxes at pharmacies, hospitals, police stations, and other Drug Enforcement Agency authorized collection sites; and
    ▪ Collection events and return mailers.
  □ The industry-financed program should include strong education and assessment components.
  □ WSALPHO supports local authority for protecting public health and safety. A state law should not prohibit a county from enforcing local ordinances that provide additional secure medicine return services for residents.

Budget
- Support policy actions that provide sufficient funding to meet goals in the Opioid Response Plan and Governor's Executive Order.
- Increase funding for syringe exchange programs to prevent the transmission of hepatitis and support distribution of naloxone.
- Increase funding available for evidence-based medication-assisted treatment.

Support Tobacco 21 legislation to move the tobacco purchase age from 18 to 21. This includes reconciling this policy will result in a negative impact to state budget.

Safe Medicine Return
- Support legislation that creates a convenient, safe, secure, environmentally sound, and sustainable pharmaceutical stewardship program for unwanted medications to be funded by the pharmaceutical industry.
  □ All medicines used in the home, prescription and over-the-counter, should be accepted for safe disposal.
  □ A statewide program should serve urban and rural communities through
    ▪ Convenient drop boxes at pharmacies, hospitals, police stations, and other Drug Enforcement Agency authorized collection sites; and
    ▪ Collection events and return mailers.
  □ The industry-financed program should include strong education and assessment components.
  □ WSALPHO supports local authority for protecting public health and safety. A state law should not prohibit a county from enforcing local ordinances that provide additional secure medicine return services for residents.

Budget
- Support policy actions that provide sufficient funding to meet goals in the Opioid Response Plan and Governor's Executive Order.
- Increase funding for syringe exchange programs to prevent the transmission of hepatitis and support distribution of naloxone.
- Increase funding available for evidence-based medication-assisted treatment.

Support Tobacco 21 legislation to move the tobacco purchase age from 18 to 21. This includes reconciling this policy will result in a negative impact to state budget.

WSALPHO: 206 Tenth Avenue SE, Olympia, WA 98501 | 360-753-1886
Public Health Legislative Education Day
March 1, 2017 | Olympia, WA

Because

Public Health is Essential!

Join WSPHA and public health advocates from around the state to:

- Learn about the latest proposals impacting public health funding
- Learn about the legislative process
- Engage law makers about the importance of public health
- Meet public health supporters from around the state

We will provide training materials and will make appointments with your legislators. All you have to do is show up!

FREE. Includes light breakfast and lunch.

DATE & TIME
March 1, 2017
8:30am - 4:30pm

LOCATION
AGENDA ITEM #H.

Register for Public Health Legislative Education Day - March 1

The Heritage Room on Capitol Lake
604 Water Street SW
Olympia, WA 98501

Copyright © 2016 WSPHA, All rights reserved.

Washington State Public Health Association
419 3rd Ave W
Seattle, WA 98119
206-454-9453
www.wspha.org

This email was sent to hthomas@snohd.org
why did I get this? unsubscribe from this list update subscription preferences
WSPHA • 419 Third Avenue West • Seattle, WA 98119 • USA
INTENT TO SELL THE RUCKER BUILDING

Proposed Board Action:
Approve Res. 17-03 regarding intent to sell the Rucker Building and encouraging cities, towns, and the County to relinquish any potential financial interest.

Division/Program: Administration (Peter M. Mayer, Deputy Director | Chief Operating Officer)

Exhibits: 
A. Resolution 17-03 Regarding intent to Sell Rucker Building
B. Informational Packet Sent to Cities, Towns, and Snohomish County on 12/22/16

Prior Board Review: 
Budget Ad Hoc Committee on 9/29/16, 10/10/16; Real Estate Ad Hoc Committee on 11/28/16, 12/14/16 and 1/9/17

Approved by Deputy Director | Chief Operating Officer:

Background

The Snohomish Health District (the District) purchased the Rucker Building (the building) in October 1990, for $5,150,000. This was done with the assistance of an interlocal agreement (the 1990 ILA) to finance the purchase. The 1990 ILA included the County, 20 cities, and the District.

Though the 1990 ILA did not specifically address the topic of sharing an ownership interest in the building, then-Deputy Director Rick Mockler indicated to the 1990 ILA members that the parties to the 1990 ILA would each own an interest in the building. Although Mukilteo was not a party to the 1990 ILA, it was assessed per-capita contributions for the financing of the building.

In 1995, just prior to the completion of the 1990 ILA (which expired when the loan on the building was paid in full), and prior to the District receiving title to the building, the Board of Health adopted Charter Article VIII (available at www.snohd.org/Budget-Financial). It appears this Article was intended to establish a legal mechanism by which local governments that contributed to the purchase of properties by the District might have an intended ownership interest and undivided tenants in common, which could be reimbursed upon the occurrence of certain events (e.g., sale of the property, merger of the District into the County, etc.). However, the District has not found supporting evidence that the Purchase Agreement mechanism provided in Article VIII was established to apportion specific ownership interests in the building.

The District has consistently reported the building as owned by the District, and is not aware of any other municipality reporting ownership interest in the building on their financial statements or other supporting documents. Furthermore, the District is the sole entity listed on the deed and title.
Current Consideration
The District is currently considering selling the building to better suit its needs. Legal counsel has advised that we should obtain a written agreement from all parties to the 1990 ILA regarding the disposition of ownerships in the building. This includes an agreement from Mukilteo. Several County Council and Board of Health members have expressed support of the possibility of their governments waiving or donating any potential claims to ownership interests in the Rucker Building to the District. If sold, the proceeds would be used to purchase and move into a smaller building, with remaining dollars put into a new capital fund pending Board concurrence.

Proposed Process
Staff sent each party to the 1990 ILA, as well as Mukilteo, a brief history of the purchase and operation of the building, and the amounts contributed by each entity to the financing, capital improvements, and operations of the building (see Exhibit B). Representatives from each local government are invited to an informational meeting to review the history of the building and to propose an interlocal agreement to take to their governments for consideration.

In addition to brief presentations at the respective North and South County mayors' meetings, staff will also hold three meetings around the county:

- Thursday, January 19, 10:00-11:30 a.m. at Marysville City Hall
- Wednesday, January 25, 12:30-2:00 p.m. at Edmonds City Hall
- Monday, January 30, 2:30-4:00 p.m. at Monroe City Hall

Staff are working with the Real Estate Ad Hoc Committee (K. Hilt, S. Murphy, T. Ryan, and S. Wright) to select a commercial real estate broker and real estate attorney to represent the Health District on these matters.

Board Authority
Consistent with the Charter of the Snohomish Health District (1959; 1997) and Resolution 11-36 (12/13/11) and SHD's "Division of Responsibilities," the Board of Health approves expenditures associated with building purchase, construction, renovation, and leasing.

Recommended Motion
Peter M. Mayer, Deputy Director | Chief Operating Officer

MOVE TO adopt Resolution 17-03 regarding intent to sell the Rucker Building and encouraging cities, towns, and the County to relinquish any potential financial interest, as referenced in Exhibit A.
December 22, 2016

RE: Invitation to Discuss Potential Financial Interest in Rucker Building

Dear City and County Leaders,

The Board of Health and Snohomish Health District are currently considering selling our building at 3020 Rucker Avenue in Everett. As we researched the history of the property, we learned that a number of municipalities, including yours, contributed certain amounts to the purchase of the property from 1990 through 1995. We also learned that certain oral statements were made by one or more representatives of the Snohomish Health District, which implied that the municipalities who contributed to the purchase of the property may receive some disbursement if the property were sold in the future.

We’d like to begin the process of determining what, if any, financial interest your municipality might have in connection with the property. Key documents are available at www.snohd.org/Budget-Financial for you to review. The Board is requesting that your municipality consider relinquishing any potential interest in the sale of the building. The Health District would use any proceeds from the sale of Rucker Building to purchase and move into a smaller building, with remaining dollars put into a new capital fund.

We are writing to invite you, and others you might appoint from your staff or legal counsel, to a meeting with other municipalities in Snohomish County to discuss this request and the attached documents. In addition to brief presentations at the respective north and south county mayor meetings, we will also be holding three meetings around the county:

- Thursday, January 19, 10:00-11:30 a.m. at Marysville City Hall
- Wednesday, January 25, 12:30-2:00 p.m. at Edmonds City Hall
- Monday, January 30, 2:30-4:00 p.m. at Monroe City Hall

We invite you to attend whichever meeting best accommodates your schedules.

Please indicate your interest and attendees from your municipality on the accompanying form and it to Linda Carl at lcarl@snohd.org by January 13, 2017. In addition, if you have any questions that you would like to make sure are addressed in the meeting, please email those to Linda in advance.

Sincerely,

Brian Sullivan, Chair
Board of Health

Peter Mayer, Deputy Director
Snohomish Health District

Enclosures: Snohomish Health District – Rucker Building Meeting Form
Snohomish Health District Memorandum, Dated October 18, 2016

Rucker Building Informational Meeting Representation Form

The purpose of this form is to confirm the name and contact information of the representative(s) from your municipality who will attend one of the upcoming informational meetings regarding the Rucker Building. Please send a scan of the completed form to Linda Carl, Executive Assistant, at lcarl@snohd.org, at your earliest convenience. In addition, you are welcome to include with your email any initial questions you would like us address during the meeting. All questions and answers will be shared with all parties whose names and contact information appear on this form, as well as all other municipality participants.

**Name of Municipality**

For purposes of this meeting, and future correspondence with regard to the topic of the Rucker Building, please indicate the names and contact information.

<table>
<thead>
<tr>
<th>Primary Contact</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Title</td>
</tr>
<tr>
<td>Email Address</td>
<td>Telephone Number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional Contact</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Title</td>
</tr>
<tr>
<td>Email Address</td>
<td>Telephone Number</td>
</tr>
</tbody>
</table>

**Please indicate which meeting you would like to attend:**

- [ ] 10:00-11:30 a.m. on Thursday, January 19
  Marysville City Council Chambers, 1049 State Avenue

- [ ] 12:30-2:00 p.m. on Wednesday, January 25
  Edmonds City Hall, 121 5th Ave, Brackett Room (3rd floor)

- [ ] 2:30-4:00 p.m. on Monday, January 30
  Monroe City Council Chambers; 808 West Main St.

3020 Rucker Avenue, Everett, WA 98201-3900, tel: 425.339.8677, fax: 425.339.5263
MEMORANDUM

TO: Pete Mayer, Deputy Director/Chief Operating Officer
FROM: Dan LeFree, Accounting Supervisor
DATE: October 18, 2016
RE: Rucker Building – Potential Ownership Interests

Background
The Snohomish Health District (the District) purchased the Rucker Building (the Building) in October 1990, for $5,150,000. This was done with the assistance of an interlocal agreement (the 1990 ILA) to finance the purchase. The 1990 ILA included the County, 20 cities, and the District. Though the 1990 ILA did not specifically address the topic of sharing an ownership interest in the Building, then-Deputy Director Rick Mockler indicated to the 1990 ILA members that the parties to the 1990 ILA would each own an interest in the Building. Although Mukilteo was not a party to the 1990 ILA, it was assessed per-capita contributions for the financing of the Building.

In 1995, just prior to the completion of the 1990 ILA (which expired when the loan on the Building was paid in full), and prior to the District receiving title to the Building, the Board of Health adopted Charter Article VIII (available at www.snohd.org/Budget-Financial). It appears this Article was intended to establish a legal mechanism by which local governments who contributed to the purchase of properties by the District might be reimbursed upon the occurrence of certain events (e.g., sale of the property, merger of the District into the County, etc.). However, the District has not found supporting evidence that the mechanism provided in Article VIII was utilized to establish, or apportion, ownership interests of the Building.

The District has consistently reported the Building as owned by the District, and is not aware of any other municipality reporting ownership interest in the Building on their financial statements, or other supporting documents. Furthermore, the District is the sole entity listed on the deed and title.

Current Consideration
The District is currently considering selling the building. Legal counsel has advised that, prior to placing the building on the market, we should obtain a written agreement from all parties to the 1990 ILA regarding the disposition of ownerships in the Building. This includes an agreement from Mukilteo, if a claim is alleged. Several County Council and Board of Health members have expressed support of the possibility of their governments waiving, or donating, any claims to ownership interests in the Rucker Building to the District. If sold, the proceeds would be used to purchase and move into a smaller building, with remaining dollars put into a new capital fund.

Proposed Process
The District proposes that each party to the 1990 ILA, as well as Mukilteo, receive this brief history of the purchase and operation of the Building, and the amounts contributed by each entity to the financing, capital improvements, and operations of the Building (see attached). Representatives from each local government are invited to an informational meeting to review the history of the building; and to propose an interlocal agreement to take to their governments for consideration. Alternatively, or in addition to the above, the District could provide each entity with a draft resolution that each local government could adopt to waive or donate claims to the Building, and to authorize the County Executive or Mayor to sign the agreement to effect that action.
### Rucker Building - Estimated Contributions to Initial Financing and Capital Improvements

#### A - Parties to the Interlocal Agreement

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Snohomish Health District</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assessment</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>$750,000</td>
<td>71.643%</td>
</tr>
<tr>
<td>Principal and interest paid from rents and operations</td>
<td>$670,636</td>
<td>$610,438</td>
<td>$566,239</td>
<td>$489,837</td>
<td>$321,787</td>
<td>$2,658,937</td>
<td>$2,658,937</td>
<td>$2,658,937</td>
<td>28.357%</td>
</tr>
<tr>
<td>Capital Improvements</td>
<td>$237,689</td>
<td>$12,684</td>
<td>$20,359</td>
<td>$35,724</td>
<td>$54,679</td>
<td>$2,994,782</td>
<td>$2,994,782</td>
<td>$2,994,782</td>
<td>100.000%</td>
</tr>
<tr>
<td><strong>Subtotal - Snohomish Health District</strong></td>
<td>$750,000</td>
<td>$908,325</td>
<td>$623,122</td>
<td>$586,598</td>
<td>$525,561</td>
<td>$376,466</td>
<td>$2,633,647</td>
<td>$6,403,719</td>
<td>71.643%</td>
</tr>
<tr>
<td><strong>Other Municipalities - $1 per capita</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 - Arlington</td>
<td>$3,660</td>
<td>$3,274</td>
<td>$3,670</td>
<td>$4,140</td>
<td>$4,247</td>
<td>$3,280</td>
<td>$2,633,647</td>
<td>$2,633,647</td>
<td>0.249%</td>
</tr>
<tr>
<td>2 - Bothell</td>
<td>$380</td>
<td>$339</td>
<td>$311</td>
<td>$10,507</td>
<td>$10,396</td>
<td>$8,168</td>
<td>$5,561</td>
<td>$5,561</td>
<td>0.062%</td>
</tr>
<tr>
<td>3 - Brier</td>
<td>$4,970</td>
<td>$4,585</td>
<td>$4,905</td>
<td>$5,341</td>
<td>$5,302</td>
<td>$4,001</td>
<td>$5,561</td>
<td>$5,561</td>
<td>0.062%</td>
</tr>
<tr>
<td>4 - Darrington</td>
<td>$1,030</td>
<td>$902</td>
<td>$1,000</td>
<td>$983</td>
<td>$983</td>
<td>$525,561</td>
<td>$525,561</td>
<td>$525,561</td>
<td>0.068%</td>
</tr>
<tr>
<td>5 - Edmonds</td>
<td>$64,170</td>
<td>$58,737</td>
<td>$62,595</td>
<td>$70,564</td>
<td>$69,714</td>
<td>$70,564</td>
<td>$378,037</td>
<td>$378,037</td>
<td>4.229%</td>
</tr>
<tr>
<td>6 - Everett</td>
<td>$64,170</td>
<td>$58,737</td>
<td>$62,595</td>
<td>$70,564</td>
<td>$69,714</td>
<td>$70,564</td>
<td>$378,037</td>
<td>$378,037</td>
<td>4.229%</td>
</tr>
<tr>
<td>7 - Gold Bar</td>
<td>$941</td>
<td>$849</td>
<td>$967</td>
<td>$1,082</td>
<td>$798</td>
<td>$1,082</td>
<td>$798</td>
<td>$798</td>
<td>0.009%</td>
</tr>
<tr>
<td>8 - Granite Falls</td>
<td>$975</td>
<td>$876</td>
<td>$985</td>
<td>$1,172</td>
<td>$1,263</td>
<td>$965</td>
<td>$6,236</td>
<td>$6,236</td>
<td>0.070%</td>
</tr>
<tr>
<td>9 - Index</td>
<td>$155</td>
<td>$136</td>
<td>$121</td>
<td>$128</td>
<td>$95</td>
<td>$170</td>
<td>$765</td>
<td>$765</td>
<td>0.009%</td>
</tr>
<tr>
<td>10 - Lake Stevens</td>
<td>$2,920</td>
<td>$2,887</td>
<td>$3,204</td>
<td>$3,945</td>
<td>$4,112</td>
<td>$3,204</td>
<td>$20,301</td>
<td>$20,301</td>
<td>0.227%</td>
</tr>
<tr>
<td>11 - Lynnwood</td>
<td>$26,280</td>
<td>$23,701</td>
<td>$25,053</td>
<td>$27,085</td>
<td>$28,407</td>
<td>$20,772</td>
<td>$160,071</td>
<td>$160,071</td>
<td>1.791%</td>
</tr>
<tr>
<td>12 - Marysville</td>
<td>$8,150</td>
<td>$8,343</td>
<td>$9,474</td>
<td>$12,124</td>
<td>$13,195</td>
<td>$10,373</td>
<td>$61,659</td>
<td>$61,659</td>
<td>0.690%</td>
</tr>
<tr>
<td>13 - Mill Creek</td>
<td>$5,300</td>
<td>$6,064</td>
<td>$6,759</td>
<td>$7,685</td>
<td>$7,797</td>
<td>$6,384</td>
<td>$40,029</td>
<td>$40,029</td>
<td>0.448%</td>
</tr>
<tr>
<td>14 - Monroe</td>
<td>$3,870</td>
<td>$3,512</td>
<td>$4,128</td>
<td>$4,624</td>
<td>$4,637</td>
<td>$3,657</td>
<td>$24,428</td>
<td>$24,428</td>
<td>0.273%</td>
</tr>
<tr>
<td>15 - Mountlake Terrace</td>
<td>$15,750</td>
<td>$15,710</td>
<td>$17,005</td>
<td>$18,441</td>
<td>$18,004</td>
<td>$13,305</td>
<td>$100,055</td>
<td>$100,055</td>
<td>1.119%</td>
</tr>
<tr>
<td>17 - Snohomish</td>
<td>$5,860</td>
<td>$5,483</td>
<td>$5,657</td>
<td>$6,187</td>
<td>$6,285</td>
<td>$4,842</td>
<td>$34,314</td>
<td>$34,314</td>
<td>0.384%</td>
</tr>
<tr>
<td>18 - Stanwood</td>
<td>$1,880</td>
<td>$1,716</td>
<td>$1,783</td>
<td>$2,005</td>
<td>$2,038</td>
<td>$1,650</td>
<td>$11,072</td>
<td>$11,072</td>
<td>0.124%</td>
</tr>
<tr>
<td>19 - Sultan</td>
<td>$1,880</td>
<td>$1,831</td>
<td>$1,986</td>
<td>$2,133</td>
<td>$2,169</td>
<td>$1,703</td>
<td>$11,802</td>
<td>$11,802</td>
<td>0.132%</td>
</tr>
<tr>
<td>20 - Woodway</td>
<td>$875</td>
<td>$774</td>
<td>$790</td>
<td>$851</td>
<td>$847</td>
<td>$635</td>
<td>$4,772</td>
<td>$4,772</td>
<td>0.053%</td>
</tr>
<tr>
<td>21 - Unincorporated Areas (Snohomish County)</td>
<td>$242,944</td>
<td>$281,599</td>
<td>$271,838</td>
<td>$223,859</td>
<td>$240,216</td>
<td>$335,291</td>
<td>$2,534,630</td>
<td>$2,534,630</td>
<td>16.091%</td>
</tr>
<tr>
<td><strong>Subtotal - Other Interlocal Municipalities</strong></td>
<td>$424,270</td>
<td>$447,597</td>
<td>$448,744</td>
<td>$431,475</td>
<td>$447,253</td>
<td>$335,291</td>
<td>$2,534,630</td>
<td>$2,534,630</td>
<td>16.091%</td>
</tr>
<tr>
<td><strong>Total - All Parties to the Interlocal Agreement</strong></td>
<td>$1,174,270</td>
<td>$1,355,922</td>
<td>$1,071,866</td>
<td>$1,018,073</td>
<td>$972,814</td>
<td>$711,757</td>
<td>$2,633,647</td>
<td>$8,938,349</td>
<td>100.000%</td>
</tr>
</tbody>
</table>

#### B - Non-Interlocal Municipality (Mukilteo)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment</td>
<td>$6,130</td>
<td>$12,367</td>
<td>$11,218</td>
<td>$12,486</td>
<td>$12,710</td>
<td>$9,685</td>
<td>$64,596</td>
<td>$64,596</td>
<td>0.000%</td>
</tr>
<tr>
<td><strong>Total Payments</strong></td>
<td>$1,180,400</td>
<td>$1,368,289</td>
<td>$1,083,084</td>
<td>$1,030,559</td>
<td>$985,524</td>
<td>$721,442</td>
<td>$2,633,647</td>
<td>$9,022,945</td>
<td>100.000%</td>
</tr>
</tbody>
</table>
MONTHLY HEALTH OFFICER'S REPORT

Proposed Board Action:
No Action Requested. Briefing Only.

Division/Program: Administration (Gary Goldbaum, MD, MPH, Director | Health Officer)
Exhibits: N/A
Prior Board Review: N/A
Approved by Director: Gary Goldbaum

Background

Mumps
Mumps continues to rise across the U.S. and our region. As of December 3, 46 states and the District of Columbia had reported 4258 cases to the Centers for Disease Control & Prevention (CDC), the highest number since 2006. As of January 3, 139 cases had been reported in Washington State, with another 62 under investigation. Most (117) cases have been in King County, with the rest in Pierce (12), Spokane (9), and Yakima (1). More than 2/3 of cases are under age 20. Although mumps can be a mild disease, often without symptoms, it can also result in serious complications, including inflammation of the testes or ovaries leading to infertility and encephalitis leading to hearing loss and other neurological problems. Although most cases appear to have been vaccinated, the outbreak would be much more severe if people were not vaccinated. Promoting vaccination, a key responsibility of public health, remains the central strategy to prevent mumps illness.

Influenza
Washington State has reached the epidemic threshold for influenza. As of 12/31/18, Snohomish County had witnessed dramatic increases in cases hospitalized (111), outbreaks in long-term care facilities (10), and deaths (4). The spike in reported cases is earlier than we experienced during the 2014-2015 season and the week's numbers were already higher than for any week during the past three seasons. Outpatient testing for influenza is also running high at The Everett Clinic, with more than half of influenza tests being positive. This is proving to be a relatively severe season, placing high demand on hospitals (some are already over capacity), clinics, and the emergency medical system. We are encouraging the public to avoid going to hospital emergency departments or calling 911 except for true emergencies. Everyone needs to wash hands frequently, cover coughs, stay home if ill, and get vaccinated!

Life expectancy
The Centers for Disease Control & Prevention (CDC) just released a report examining life expectancy in the U.S. Using death certificate data, CDC noted that the age-adjusted death rate increased 1.2% and life expectancy for the U.S. population decreased by 0.1 year from 2014 to 2015. Although these changes seem trivial, the results are statistically significant and this represents the first time these rates have increased since 1999. CDC also noted that the only decrease in age-adjusted death rates among the 10 leading causes of death was for cancer; mortality increased for heart disease, chronic lower respiratory diseases, unintentional injuries (which includes poisonings such as overdoses), stroke, Alzheimer's disease, diabetes, kidney disease, and suicide. Obesity and increasing opioid use have undoubtedly contributed to the overall increase in mortality. Despite increased
spending on and access to health care, the health of Americans is declining. Preventive approaches to chronic diseases and injuries are clearly needed. (For more information, see http://www.cdc.gov/nchs/products/databriefs/db267.htm).

**Multisector networks**

A recent study (G Mays et al.: Preventable death rates fell where communities expanded population health activities through multisector networks. *Health Affairs* 2016;36:2005-2013) suggests that communities with multisector networks to support population health activities have better health than communities without such networks. The authors surveyed local public health officials in 360 metropolitan U.S. communities, starting in 1998, then in 2006, 2012, and 2014. The jurisdictions surveyed represent approximately 70 percent of the U.S. population. Public health officials were asked to report on all population-based health activities in the community and to describe which organizations perform them. Indices of the extent to which organizations work together were compared with county-level demographic, health, and economic characteristics, and cause-specific mortality rates. Gains were noted over the study period in cooperative activities such as stakeholder-engaged health planning and resource allocation. Although public health agencies contributed the most to such activities, hospitals, community health centers, and other organizations contributed about a third. The authors noted:

...communities achieving comprehensive system capital over the sixteen year study period experienced significantly lower death rates from potentially preventable conditions compared to communities without this capital.

 Snohomish County is fortunate to have many organizations collaborating on population health activities of the sort noted in the article. The Health District has partnered closely with the Snohomish County Health Leadership Coalition, the Providence Institute for A Healthier Community, United Way, and multiple other organizations to address tobacco use, obesity, suicide, youth physical abuse, the H1N1 influenza pandemic, the opioid epidemic, and many other community health issues. It bodes well for the health of Snohomish County residents that Snohomish County has such system capital.

**Teen vaping & smoking**

A recent study (A Leventhal et al.: Association of e-cigarette vaping and progression to heavier patterns of cigarette smoking. *JAMA* 2016;316:1918-1920) in Los Angeles suggests that students who vape are more likely than students who do not vape to begin smoking. The authors surveyed 3251 10th grade students during fall and spring of the 2014-2015 school year. The authors noted:

"Smoking frequency at follow-up was proportionately greater with successively higher levels of baseline vaping: never-vapers (infrequent smoker: 0.9%; frequent smokers: 0.7%), prior vapers (4.1% and 3.3%, respectively), infrequent vapers (9.0% and 5.3%), and frequent vapers (11.6% and 19.9%). Although some youth use e-cigarettes for cessation purposes, vaping was not associated with smoking reductions in baseline smokers."

Vaping is an efficient means to deliver nicotine and other highly addictive drugs, which are especially harmful as the human brain develops during the first two decades of life. Public health has a major responsibility to prevent youth exposure to these drugs. Policy approaches, such as high taxes and prohibitions on use in public spaces, are the most effective strategies.

**Recommended Motion:**

Gary Goldbaum, MD, MPH, Health Officer | Director

No Action Required. Briefing Only.
### Tentative Council Meeting Agendas
Subject to change without notice

Last updated: January 4, 2017

#### January 24, 2017
- Employee Milestone Recognition
- Final design consultant contract for North Pointe Park
- Chip seal alternatives
- Northshore Senior Center Lease
- Proclamation – Preserving Mill Creek History

#### February 7, 2017

#### February 14, 2017

#### February 28, 2017

#### Work in Progress – Upcoming Agenda Items
- Social Media Policy
- Code Revision – Repeal of Board of Appeals/Adjustment
- City Wide 911 Addressing Issues
- City Hall North HVAC Control System Replacement Contract
- Fire Contract
- Public Works Shop Design
- Code Revision – Art & Beautification Board
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- Community Transit Presentation March 7
- SnoCOM Consolidation Updates
- SERS Radio Acquisition Updates
- Health District Building Purchase Updates
- 35th Ave Project Updates
- Partnerships with Everett School District
- Council Chambers Configuration