Regular meetings of the Mill Creek City Council shall be held on the first, second and fourth Tuesdays of each month commencing at 6:00 p.m. in the Mill Creek Council Chambers located at 15728 Main Street, Mill Creek, Washington. Your participation and interest in these meetings are encouraged and very much appreciated. We are trying to make our public meetings accessible to all members of the public. If you require special accommodations, please call the office of the City Clerk at (425) 921-5776 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. 2017-821
Next Resolution No. 2017-566

June 27, 2017
City Council Meeting
6:00 PM

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
   B. Motion to excuse Mayor Pro Tem Brian Holtzclaw (vacation)
AUDIENCE COMMUNICATION
   C. Public comment on items on or not on the agenda
PRESENTATIONS
   D. Eagle Scout Recipient
      (Rebecca C. Polizzotto, City Manager)
   E. Pianos on Main
      (Rebecca C. Polizzotto, City Manager)
NEW BUSINESS

H. North Pointe Park Update
   (Rebecca C. Polizzotto, City Manager)

I. Park & Recreation Board Recommendation for New Neighborhood Park Name
   (Park & Recreation Board)

J. 2017 Landscape Maintenance Services Contract Award
   (Rebecca C. Polizzotto, City Manager)

CONSENT AGENDA

K. Approval of Checks #57068 through #57141 and ACH Wire Transfers in the Amount of
   $226,989.93
   (Audit Committee: Councilmember Bond and Councilmember Michelson)

L. Payroll and Benefit ACH Payments in the Amount of $195,249.47
   (Audit Committee: Councilmember Bond and Councilmember Michelson)

M. City Council Meeting Minutes of June 13, 2017

REPORTS

N. Mayor/Council

O. City Manager
   • Council Planning Schedule
   • Mill Creek Festival

AUDIENCE COMMUNICATION

P. Public comment on items on or not on the agenda

ADJOURNMENT
AGENDA ITEM: PIANOS ON MAIN PRESENTATION

PROPOSED MOTION: N/A

KEY FACTS AND INFORMATION SUMMARY:
The Pianos on Main project focuses on five key areas: Communication, Teamwork, Collaboration, Community and Public Art. The project started when Mayor Pam Pruitt forwarded an email titled “Pianos on Parade” to City Manager Rebecca Polizzotto. What the Mayor didn’t know, was that Police Chief Greg Elwin had already pitched the same idea to the City Manager! The City Manager appointed the Police Chief and Recreation and Tourism Manager Brian Davern to spearhead the project.

The idea of painting pianos and placing them on public sidewalks for community members to play is not a new concept. The City of Everett has had a very successful “Street Tunes” project. Indeed, in 2017, the City of Everett will be up to 18 pianos throughout their downtown corridor. The Mill Creek Recreation and Tourism staff has collaborated with City of Everett staff to develop a small pilot project for Mill Creek this summer.

Brian Davern presented the project idea to the City’s Parks and Recreation Board and the Art and Beautification Board. After receiving board approvals, Davern spoke with the Mill Creek Town Center Business Association (MCTCBA) and started soliciting donations for pianos through Craigslist. In March, the City landed its first piano donation from a family living just south of Mill Creek. Our police and recreation staff loaded the piano to be transported back to City Hall. Through the help of a post on the Mill Creek Community Facebook page by Michelle Edwards, an Art and Beautification Board member, the City was able to secure two additional pianos for the project. Recreation staff, along with our newest police officers, Tobie Eikenberry and Ryan Feiock, picked-up the two additional pianos.

Now the City had pianos, but those pianos needed to be painted to bring Public Art into the project. Davern met with Jackson High School AP Art Teacher Kaja Smith who was ecstatic about partnering with the City on this project. The high school could paint two pianos before the students left for summer break. The third piano will be painted by Mill Creek resident and business owner Linda Martin. Staff purchased the painting supplies, sanded the three pianos down for paint and transferred the two pianos over to Jackson High School with the help of our public works staff. On June 21, 2017, the city picked up two completely painted pianos from the high school and brought them back to City Hall. The pianos will undergo slight modifications to make them easier to roll up the street and will be professionally tuned.
City Council Agenda Summary
Page 2

City staff is working with local MCTCBA businesses on placement of the pianos in covered locations in time for the upcoming Mill Creek Festival Street Fair on Saturday and Sunday (July 8-9, 2017). This timing will also be perfect for the second Art Walk scheduled for Thursday July 13, 2017. The pianos will be out on the street for one month through the third Art Walk on Thursday August 10, 2017. Staff plans to evaluate the success of this program and hopefully expand to other business centers throughout Mill Creek in summer 2018. Once the pianos hit the street, all community members are encouraged to use them!

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:
- Pianos on Main Power Point

Respectfully Submitted:

[Signature]
Rebecca C. Polizzotto
City Manager
Pianos on Main Project

June 27, 2017
This Project is about:

• Communication
• Teamwork
• Collaboration
• Community
• Public Art
Teamwork
Collaboration
Henry M. Jackson High School

(From Right to Left)
- Heidi Kim
- Rebecca Strom
- Ryanna Kim
- Anna Skoog
- Justine Teoh
- Hannah Johnson
- Andrew Hyun
- Kaja Smith
Linda Martin
Top Drawer Artwork
Next Steps

- Finish Painting
- Professionally Tune Pianos
- Modify Wheels for Transport
- Move into Position in Mill Creek Town Center
- Enjoy!
Questions

Brian Davern
Recreation & Tourism Manager

425-921-5736
briand@cityofmillcreek.com
www.cityofmillcreek.com
CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: UPDATE: SAFE INTERNET PURCHASE (S.I.P.E.) LOCATION

PROPOSED MOTION: N/A

KEY FACTS AND INFORMATION SUMMARY: In late 2016, Council Member Donna Michelson suggested creating a safe place for community members to conduct internet commerce. Too frequently, the exchange of products or services results in fraudulent, or in some cases, criminal exchanges wherein individuals are victimized by perpetrators. Some of these involve simply deceptive business practices, but some include criminal activity such as the use of counterfeit money up to and including thefts, assaults and robbery.

Council Member Michelson has seen other cities and jurisdictions providing a safe place to conduct electronic business transactions and suggested that Mill Creek provide the same level of service. In response, the Police Department has developed a Safe Internet Purchase Exchange, or S.I.P.E., program and will be implementing the program over the next several months. The Police Department plan involves identifying parking locations, marking the areas and providing for a safe place to conduct e-commerce.

One or two parking stalls will be identified in a well-lit location in the City Hall Campus parking lots. These parking stalls will be marked with signage similar to what is available as an attachment to this summary. Video recording equipment will be installed in these locations to ensure a safe environment for e-commerce and to provide investigative information should an e-business transaction go awry.

The City and the Police Department feel that this is an excellent way to provide a sense of security for our Community Members and intend to have this program operational by the fourth quarter of 2017. Expenses associated with this project have been allocated in the 2017 – 2018 biennium budget.

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:
Proposed sign image.

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager
Safe Internet Purchase Exchange (SIPE) Location

S.I.P.E

Mill Creek
Police Department

Safe Internet Purchase Exchange Location

Conduct your e-commerce business here safely!

Video recording in progress!
AGENDA ITEM: MCPD TRAFFIC SAFETY UNIT (TSU) YEAR 1 REPORT

PROPOSED MOTION: None necessary; this is an update report only.

KEY FACTS AND INFORMATION SUMMARY: In the winter and spring of 2016, the MCPD worked with the City Manager and the City Council to create and fund a Traffic Safety Unit (TSU) to address the traffic safety concerns in the City of Mill Creek. Since its inception, the TSU has worked diligently to address these concerns through the “Three E’s”; education, engineering and enforcement.

Traffic enforcement is a staple of police departments. As law enforcement has become more progressive, it has become apparent that enforcement alone cannot and will not change the behavior of motorists to the point where our roadways become safer. Enforcement must partner with education and engineering to have a true impact. It all begins with engineering; roadways must be built to certain standards and the rules of the road must be administered consistently. Identifying appropriate speed limits, crosswalks and roadway construction falls within engineering. Education is the next step and comes in a wide variety of applications, from driver’s education for a new driver, to public education and marketing, to the officer on the street reminding the motorists of the law. Enforcement is the final piece, and can come in a wide variety as well. Traffic warnings, both verbal and written, provide a combination of enforcement and education, while traffic tickets do the same thing, with an emphasis placed on the enforcement. The goal is the same; to gain compliance with the law.

It is the education and enforcement piece that prompted the City of Mill Creek to pursue a Traffic Safety Unit, with a commitment to participate in the engineering piece in order to provide the level of service expected in our community. As mentioned, enforcement is a key police department function. The ability to perform this task is impacted by the other workload associated with being a patrol officer, such as criminal investigations and responding to calls for service. By equipping specific officers with the tools of the job, and providing them with the training and support necessary to get the job done, we place a greater emphasis, and provide increased resources, on traffic education and enforcement. Not all cities expect this, but in the City of Mill Creek, traffic concerns have historically been high on the priority list of expectations.

Creating the MCPD TSU was a logical and appropriate step to take to be responsive to the needs and expectations of the community. TSU has been involved in all manner of traffic safety engineering, education and enforcement activities since its inception. This presentation provides an update on those activities.
CITY MANAGER RECOMMENDATION: None. This presentation is an update only.

ATTACHMENTS:
PowerPoint presentation slides.

Respectfully Submitted:

[Signature]
Rebecca C. Polizzotto
City Manager
Introduction

The Mill Creek Police Traffic Safety Unit is dedicated to assuring the quality of life in this community by enhancing the safety of the motoring public, pedestrians and all of those who use the public roadways and walking paths that lie within and around the City of Mill Creek.
Introduction

The Mill Creek PD Traffic Safety Unit accomplishes this mission by working cooperatively with other City departments and stakeholders employing the following disciplines:

- Education
- Enforcement
- Engineering
History and Evolution

Prior to April 2016:

Traffic enforcement duties were shared among all members of the patrol division. The Mill Creek Police Department had no officers specifically dedicated to traffic education, enforcement and collision investigation.
History and Evolution

As traffic incidents and collisions increased over the years, our need for specialized collision investigation skills grew.

The Mill Creek Police Department recognized this and dedicated resources to developing Advanced and Technical Collision Investigators. Officer Chris White is a certified Technical Collision Investigator and conducts all of the advanced and in-depth collision investigations in the City.
Putting the Wheels in Motion

The arrival of newly-hired City Manager Rebecca Polizzotto, prompted a closer look at the issue. The City Manager was a strong supporter of traffic education and enforcement and asked the Police Department to develop a proposal.

A committee comprised of Sgt. Stan White, Officers Chris White and Tony Bittinger began researching and compiling information to assemble into a comprehensive proposal, which resulted in the first dedicated Mill Creek Police Traffic Safety Unit, with minimal cost to the tax payers.
Putting the Wheels in Motion

Initial setup costs to put the plan in motion included the following:

- Used Harley Davidson motorcycle: $17,201.96
  - Purchased surplus from the City of Lynwood
- Uniforms and equipment for motor officer: $12,884.89
  - Including laptop, printer, speed measuring equipment and uniforms
- Retrofit of a Chevrolet Tahoe: $3,822.39
  - Prepare vehicle for unmarked operation
- **Total Cost: $33,909.24**
The Mill Creek City Council approved the proposed plan and authorized the funds needed to make it a reality.

Officers Tony Bittinger and Chris White were selected to be our first traffic officers. Tony rides a motor and Chris is our collision investigation & commercial vehicle specialist.
TSU configuration

- One officer is assigned to each day squad, ensuring that we have a traffic specialist working each day. Their primary focus is to address the traffic concerns in the city and also supplement the patrol squad with calls for service and investigations.

- While each officer has their specialty, the rest of the division has followed their lead and traffic education and enforcement has increased department-wide over the previous year.

- As a commercial vehicle specialist, Officer White targets her enforcement towards commercial vehicles and is nationally certified to conduct inspections.
Where We are Now

Since its inception, the Mill Creek Police Traffic Safety Unit has been working hard to ensure the safety of Mill Creek residents and the driving public on the streets and highways of the City of Mill Creek.

Both the Motor Unit and Collision Investigation element have increased overall education and enforcement efforts of drivers on the roadways and particularly in the school zones that lie within the City. TSU provides information at fairs and festivals, conducts presentations in schools, and champions the traffic safety message at every opportunity.
Enforcement Activity

Activity level for 12 months prior to introduction of TSU vs. first 12 months of TSU.

* 4/1/2015 – 3/31/2016 data is estimated due to New World “go live” date in October, 2015
TSU Year One Enforcement Activity

Total enforcement action taken by both Officer Bittinger and Officer White during the first year of the Traffic Unit

(04/01/2016 – 03/31/2017):

Total Criminal Traffic Citations Issued:  23
Total Civil Traffic Infractions Issued:  927
MCPD Enforcement Activity

In addition to the TSU, the MCPD has placed a ‘department-wide’ emphasis on traffic safety education and enforcement.

4/1/2016 – 3/31/2017
- Total Criminal Traffic Citations Issued: 137
- Total Civil Traffic Infractions Issued: 1655

- Total Criminal Traffic Citations Issued: 136
- Total Civil Traffic Infractions Issued: 628
Collision Investigations

The TSU’s collision investigation function has professionalized the Department’s response to major traffic collisions by increasing our training and expertise level. Ofcr White not only conducts the serious collision investigations in the City, she is also part of a countywide Collision Investigation unit that responds to many fatal collisions in the county. This increases her expertise and opens the door for assistance from that Unit. In the year since its establishment, the Collision Investigation Unit has conducted 84 investigations, many involving serious injuries and/or fatalities.
Are we having an impact?

* 4/1/2015 – 3/31/2016 data is estimated due to New World “go live” date in October, 2015
## Collision Investigations

### Police Traffic Collision Reports (PTCR)

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Total # PTCR's</td>
<td>274</td>
<td>274</td>
</tr>
<tr>
<td>Injury Collisions</td>
<td>84</td>
<td>85</td>
</tr>
<tr>
<td>Fatality Collisions</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>
Commercial Motor Vehicle Enforcement

Additionally, within the last year, the duties of the Traffic Unit have expanded to include Commercial Motor Vehicle Inspections. With two major State highways passing through the City, it is vital to our traffic safety focus to ensure that we pay attention to the ‘big rigs’ that can often be traveling through our city in an unsafe manner.
Commercial Motor Vehicle Enforcement

In May 2016, Officer White began the process of becoming Federally Certified as a Commercial Motor Vehicle Inspector. Officer White received her final certification in March 2017.

During the certification process and after:

- **91** commercial motor vehicles were inspected.
- **30** were placed out of service for safety related violations.

**These violations included:**

- Equipment violations (i.e. brake defects, tire defects, light defects)
- Load violations (i.e. unsecure, escape of load)
- Non-DUI alcohol usage
- Administrative (i.e. license/endorsement issues)
Regional and City Partnerships

In addition to enforcement and education, the Traffic Safety Unit has participated in numerous other activities throughout the year.

- Two Motor Unit demonstrations at community events (*Mill Creek Festival, Lynnwood Street Fair*)
- One ‘Motor escort’ for the “Chief for a Day” event in South King County
- One pedestrian and bicycle safety presentations
- Four regional Target Zero emphasis patrols, to include distracted driver/DUI and seatbelt enforcement

Traffic Safety Unit personnel regularly work with allied traffic safety units to support their activities while at the same time those agencies support ours. Special thanks to the Lynnwood Police Department, the Washington State Patrol and the Snohomish County Sheriff’s Office for their continued support of our TSU!
Traffic Safety Unit Today

Citizen Interaction:

The Traffic Safety Unit is available and responsive to the needs of the community. Each day, our officers are working in the neighborhoods and business districts all around town.

Thank You!
Traffic Safety Unit Today

New Equipment and New Capabilities:

Washington Association of Sheriffs and Police Chiefs Traffic Safety grant: $13,500.00 in 2017
- Two hand-held LIDAR units
- Two driver speed feedback signs

One of these LIDAR’s has been assigned to a TSU officer and one has been placed into the patrol fleet to replace one that had previously been assigned to TSU.

Our speed feedback signs are portable and can be deployed throughout the city in areas identified by staff as concerning or in response to requests from the community.
Traffic Safety Unit Today

The Traffic Safety Unit will continue to expand its footprint by participating in local and regional traffic safety emphasis. We will continue to develop and conduct our own in-house education and enforcement programs.

Some of those programs are:

- Crosswalk emphasis. Coming Spring/Summer 2017
  - Officers will be on foot, on motors and in cars monitoring crosswalks for violations and conducting educational and enforcement contacts
- School bus stop paddle violation emphasis
  - Officers follow the school buses on their routes and stop the paddle violators. We also respond to reports submitted by the drivers.
- Target Zero
  - All officers participate in up to six Target Zero events
  - These events are focused on DUI’s, Distracted Driving and Seatbelt Violators
What the Future Holds

- Continue to work with other City Departments and the Community to identify and address traffic safety in the City.

- Expand and improve collision investigation capabilities by increasing officers’ collision investigation ability and by acquiring “Total Station” technology (included in the 2017-2018 CIP).

- Increase our Commercial Motor Vehicle Enforcement ability by seeking funding for portable truck scales.

- Refining our work with South District Court to increase the efficiency of our Traffic Violations Bureau related to the increase in enforcement activity.
Conclusion

The Mill Creek Police Department Traffic Safety Unit has improved the capabilities and level of focused public safety service provided by the City.

Safe streets contribute to fostering an exceptional community experience, and the TSU is doing their part to protect the life, health and property of all of those in the City.
AGENDA ITEM: NORTH POINTE PARK UPDATE

PROPOSED MOTION: None - Project Update Only.

KEY FACTS AND INFORMATION SUMMARY:
In 2006, the 1.2 acre North Pointe Park was dedicated to the City. Interim park improvements were constructed consisting of lawn, perimeter landscape beds and street trees. After an extensive public involvement process in 2016, the Parks and Recreation Board recommended, and the Council adopted, a natural play park theme for the final improvements to North Pointe Park. On January 24, 2017, the Council approved a consultant contract with MIG/SVR in the amount of $60,526 for the preparation of design plans, specifications and construction cost estimates for the park. On March 16, 2017, the Design Review Board approved the landscape plan for the park.

The plans and specifications have been completed. The bidding documents have been structured to provide the City flexibility with respect to the final play features included in the design. As of today, MIG/SVR design costs are $57,419.26. The remaining funds will be used for bid support to assist with tasks such as responding to requests for information, reviewing submittals, and assisting with answering design questions.

During the public involvement process, the citizens that lived in the vicinity of the park emphasized the need to address the existing park drainage problems. This point was also mentioned at the Park and Recreation Board meetings. The park grass field is so wet and soggy for most of the year that it discourages use, so addressing this issue was an important scope of work element in the design contract. Geotechnical engineering analysis showed that the park is underlain with dense fill that has limited permeability, resulting in a perched soil condition. In other words, the rain falling on the park does not soak into the ground, but instead stays near the surface until it evaporates, resulting in the excessively soggy grass situation.

The recommended geotechnical solution is the installation of an extensive network of small diameter subsurface drainage pipes to carry away the water that does not soak into the ground. Fortunately, two existing storm sewer pipes are already located at the park perimeter, so water from the new subsurface pipe network can be routed to these existing pipes and into the main drainage system for the subdivision. To guarantee success of the subsurface drainage system the spacing between the pipes is close, about ten feet, and additional sand will be incorporated into the top foot of the soil to increase lateral water movement through the soil to the pipes.

The “base” project incorporates all of the key permanent elements of the adopted natural play park conceptual design: the berm with a built-in slide, short tunnel, rock scramble walls, beaver cave/den, climbing logs, wetland area with foot-bridge, concrete walking paths, benches and picnic tables, and additional trees and shrubs. The “additive” bid item play feature options are two tall climbing boulders, a large climbing rope structure, and a basket swing.
The construction estimate for the base project is $684,800 including taxes and contingency, and $122,000 for the optional play features, again including taxes and contingency. The cost to address the existing drainage problem consumes nearly one-third of the entire project base cost. If the City undertook a separate project just to fix the existing drainage problem at North Pointe Park, without doing any other park improvements, the estimated cost is about $227,000, including taxes and contingency.

As a basis of comparison to other Mill Creek parks, Cougar Park was bid in 2005 and the final construction cost was $840,800. Hillside Park was also bid and constructed about the same time and cost $383,100.

The projected construction duration is 100 working days, or approximately 20 weeks. Inspecting, managing, and monitoring this construction project requires extensive effort including:

**Daily Inspection Work:**
- Pre-construction meeting attendance
- CAD file preparation for layout
- Inspection daily reports
- Site meetings
- Submittal review and responses
- Issue civil/landscape revision sketches as needed
- Review shop drawings (required for a number of the custom site elements).
- Requests for information review and responses
- Punch list and back check
- Testing
- Geotechnical review
- Review of invoices/payment requests
- Quantities/delivery review for unit pricing check
- Warranty period review

**Office Engineering**
- CAD file prep for Contractor
- Generate monthly pay estimates
- Pre-construction conference attendance
- Shop drawing review
- Request for information review
- Attend weekly construction meeting
- Punch list with back check
- Filing and records
- Misc. support and coordination
- As built drawings

**Construction Management**
- Weekly construction meetings with meeting minutes
- Change orders/cost proposal review and processing
- Force accounts
- Periodic as-built review
Periodic pay request review
Submittals including log
RFI & change order logs

Staff requested an estimate for scope and hours from three consultants to perform construction and inspection management services for the project. Staff received estimates for inspection and construction management services ranging from $125,000 to $200,000. Inspection and construction management costs need to be included in the project budget along with construction costs.

The total project cost estimates including design, construction, inspection, and construction management range from $869,526 to $1,066,526. The Parks Fund currently has a fund balance of $3,483,127 in cash & investments.

The project is scheduled to be advertised in July, 2017 with bids opened in August and a bid award recommendation to Council at the first meeting in September. Construction is tentatively scheduled to start in September with completion in Spring 2018.

The following should be noted:

- We will not know the actual construction cost until bids are received. However, there is no obligation to award a contract.

- The existing drainage issue won’t go away by itself and really diminishes the value of the park to the people it is intended to serve (and who paid for it indirectly in the purchase price of their homes).

- Assuming there is not another market crash or big economic turndown, the cost of construction is increasing faster than the interest we are getting on the money in the park mitigation fund, i.e., the longer it is put off the greater the cost in real dollars.

**CITY MANAGER RECOMMENDATION:** None - Project Update Only.

**ATTACHMENTS:**
- Sheet from final construction plans showing site materials and layout plan
- Rendition showing site materials and layout plan

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager
AGENDA ITEM #1.

CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

AGENDA ITEM: PARK & RECREATION BOARD RECOMMENDATION FOR NEW NEIGHBORHOOD PARK NAME (NORTH POINTE SUBDIVISION PARK)

PROPOSED MOTION: Motion to approve naming the neighborhood park located in the Northpointe Subdivision as: ____________________.

KEY FACTS AND INFORMATION SUMMARY:
At the Parks and Recreation Board meeting held on Wednesday April 5, 2017, the Board discussed the process for developing a name for the North Pointe Neighborhood subdivision park. The guidelines for naming a new park are outlined in Council Resolution 2003-326 which suggests naming criteria include:

- Neighborhood, geographic or common usage identification;
- Natural or geological features;
- Historical figure, place or event

The resolution also states the Park and Recreation Board is to make a recommendation to the City Council based upon public input from individuals and organizations. The Board has the option of having a contest or competition, but is not required to do so. After a brief discussion, the Board decided to obtain public input by soliciting suggestions from family, friends, neighbors, etc…. Names submitted for consideration were compiled into a list and provided to the Parks and Recreation Board for consideration.

After reviewing the attached list, the Parks and Recreation Board recommends the City Council choose one of the following two names for the park located in the North Pointe Subdivision:

- Penny Creek Park
- Beaver Pond Park

CITY MANAGER RECOMMENDATION: N/A

ATTACHMENTS:
- Suggested names for North Pointe Subdivision Park

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager
SUGGESTED NAMES FOR NEIGHBORHOOD PARK
IN NORTH POINTE SUBDIVISION

1. Beaver Park
2. Beaver Pond Park
3. Circle Park
4. Circular Park
5. Nature Play Park
6. North Pointe Park
7. North Town Park
8. Pacific Park
9. Pine Tree Park
10. Pine Cone Park
11. Penny Creek Park
12. Play Around Park
13. Roundabout Park
14. Thomas Lake Park
AGENDA ITEM: 2017 LANDSCAPE MAINTENANCE SERVICES CONTRACT AWARD

PROPOSED MOTION: Move to adopt resolution 2017-566 authorizing the City Manager to execute a contract with Evergreen Maintenance Landscaping LLC in the amount of $97,719.46 for the 2017 Landscape Maintenance Services.

KEY FACTS AND INFORMATION SUMMARY:
The project consists of providing landscape maintenance services to ten (10) City park sites, City Hall South, City Hall North, the Mill Creek Library and landscaped medians located in the rights-of-way on various roadways within the City. Work also involves maintenance of some ponds and ditches located in the City.

The landscaping services provided include mowing with clipping collection, edging, shrub pruning, brush pruning, weeding, planting bed maintenance, tree maintenance, hard surface cleaning, litter removal, leaf removal, application of fertilizers, and ground cover pruning.

A Request for Proposals for the 2017 Landscape Maintenance Services was advertised in the Seattle Daily Journal of Commerce and the Everett Herald Newspaper. Notice was also issued on the websites of Builders Exchange of Washington via “Projects Posting” and with the Washington State Department of Enterprise Services “WEBS” bid notification system. Five proposals were received and opened on May 2, 2017, and are summarized in the table below.

Public Works and Finance staff conducted an analysis to determine if the contracted work could be completed more cost effectively in-house. It was determined that an additional 5 full time employees would be needed to perform the work provided under this contract and an additional $211,000 in equipment costs would be incurred (although amortized over several years). Accordingly, staff has determined that it is more cost effective to continue contracting out landscaping maintenance services.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evergreen Maintenance Landscaping, LLC</td>
<td>$97,719.46</td>
</tr>
<tr>
<td>Plantscapes, Inc.</td>
<td>$101,499.93</td>
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<tr>
<td>Brookside Excavation, LLC.- Incomplete Bid</td>
<td>$102,152.05</td>
</tr>
<tr>
<td>Westgro Corporation</td>
<td>$166,853.04</td>
</tr>
<tr>
<td>Greenpoint Landscaping</td>
<td>$262,420.80</td>
</tr>
</tbody>
</table>
CITY MANAGER RECOMMENDATION:
The City Manager recommends the Council authorize the City Manager to execute the 2017 Landscape Maintenance Services Contract with Evergreen Maintenance Landscaping, LLC in the amount of $97,719.46.

ATTACHMENTS:
Resolution awarding the contract for the 2017 Landscape Maintenance Services Contract

Respectfully Submitted:

[Signature]
Rebecca C. Polizzotto
City Manager
RESOLUTION NO. 2017-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, AWARDED THE CONTRACT FOR THE LANDSCAPE MAINTENANCE SERVICES.

WHEREAS, the City of Mill Creek has properly issued invitations to bid for the 2017 Landscape Maintenance Services; and

WHEREAS, the City received responsive and responsible bids from five companies; and

WHEREAS, the City staff has evaluated the bid responses and presented that information to the City Council for review and consideration; and

WHEREAS, the cost to complete the work or improvement, including materials, supplies, and equipment required under the contract for the 2017 Landscape Maintenance Services exceeds $50,000; and

WHEREAS, the City Manager has recommended the City Council select Evergreen Landscape Maintenance, LLC as the lowest responsive and responsible bidder for the 2017 Landscape Maintenance Services; and

WHEREAS, the City Council agrees with and adopts the findings and recommendations set forth in the Agenda Summary dated June 27, 2017; and

WHEREAS, the City Council has determined that Evergreen Landscape Maintenance LLC is the lowest responsive and responsible bidder on the project; and

WHEREAS, the City Council has determined it is in the public interest to award the contract for the project to Evergreen Landscape Maintenance LLC.

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

Section 1. The contract for the 2017 Landscape Maintenance Services is hereby awarded to Evergreen Landscape Maintenance LLC as the lowest responsive and responsible bidder. The City Manager is authorized to execute the contract and such other documents as are pertinent to this award.

Section 2. The City Council finds that a need exists to award the bid in a timely manner to ensure the timely completion of the 2017 Landscape Maintenance Services, and that this Resolution shall therefore be effective immediately upon adoption.
Adopted this 27th day of June, 2017, by a vote of ___ for, ___ against, and ___ abstaining.

APPROVED:

________________________________________
PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

________________________________________
PEGGY LAUERMAN, CITY CLERK

APPROVED AS TO FORM:

________________________________________
SCOTT MISSALL, CITY ATTORNEY

FILED WITH THE CITY CLERK: ____________
PASSED BY THE CITY COUNCIL: ____________
RESOLUTION NO.: 2017-______________
Date: June 27, 2017

A/P Check Batches

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<th>Check Numbers</th>
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<td>06/20/2017</td>
<td>Union 76 Fleet-May</td>
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Voided Checks

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<th>Explanation</th>
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CLAIMS APPROVAL

We, the undersigned Finance/Audit Committee of the City of Mill Creek, recommend approval of check numbers 57068 through 57141, and EFT Debit in the amount of $226,989.93.

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

___________________________________
Councilmember

___________________________________
Councilmember

___________________________________
Financed Director

___________________________________
City Manager
### Payment Details Report

**Company:** City of Mill Creek  
**Requester:** Kottke, Sandy  
**Run Date:** 06/20/2017 11:19:18 AM CDT

#### Domestic High Value (Wire)

**Payment Category:** Urgent Wire  
**Status:** Processing by Bank  
**Transaction Number:** 176KB1618KEE0Z99  
**Template Name:** Fleet  
**Template Code:** Fleet

#### Debit Account Information

- **Debit Bank:** 125000024  
- **Debit Account:** 0000060104700  
- **Debit Account Name:** Treas Checking  
- **Debit Currency:** USD

#### Beneficiary Details

- **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:** 071000286  
- **Beneficiary Bank:** BMO HARRIS BANK NA  
- **Beneficiary Address:** 111 W MONROE ST  
- **Beneficiary City:** CHICAGO  
- **Beneficiary Postal Code:**  
- **Beneficiary Country:** US - United States of America

#### Payment Details

- **Credit Currency:** USD  
- **Credit Amount:** 4,598.68  
- **Value Date:** 06/20/2017

#### Optional Information

- **Sender’s Reference Number:** 176KB1618KEE0Z99  
- **Beneficiary Information:** 76 FLEET  
  - **Acct:** 0201001059153  
  - **City of Mill Creek**

#### Additional Routing

- **Intermediary Bank ID:**  
- **Receiver Information:**

#### Control Information

**Input:** sankottke  
**Approved:** sankottke  
**Initial Confirmation:** WTX:2017062000284913  
**Input Time:** 06/20/2017 11:16:44 AM CDT  
**Time:** 06/20/2017 11:19:04 AM CDT
## Accounts Payable

**Checks by Date - Detail by Check Date**  
**User:** Jodieg  
**Printed:** 6/21/2017 9:33 AM

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Total for Check Number 57108: 0.00  608.94
Total for Check Number 57109: 0.00  13,342.55
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AP Checks by Date - Detail by Check Date (6/21/2017 9:33 AM)
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<th>Vendor No Invoice No</th>
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<th>Description</th>
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AP Checks by Date - Detail by Check Date (6/21/2017 9:33 AM)
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*AP Checks by Date - Detail by Check Date (6/21/2017 9:33 AM)*
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Total for 6/15/2017:

Report Total (74 checks):

Report Total (74 checks):

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AP Checks by Date - Detail by Check Date (6/21/2017 9:33 AM)
Date: June 27, 2017

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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 $195,249.47.

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: 06/08/2017 4:38:12 PM CDT

Domestic High Value (Wire)
Payment Category: Urgent Wire

Status: Processing by Bank
Template Name: WILTRUST
Template Code: WILTRUST

Debit Account Information
Debit Bank: 125000024
Debit Account: 000080104700
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 Bank: 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: 22,499.86
Value Date: 06/09/2017

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
Initial Confirmation: WTX:2017060800366929
Input Time: 06/08/2017 4:29:18 PM CDT
Time: 06/08/2017 4:37:52 PM CDT
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#### Total Amount in Batch
- Debits: $0.00 0
- Credits: $766.16 1
- Prenotes: $0.00 0

#### Grand Total Amount
- Debits: $0.00 0
- Credits: $766.16 1
- Prenotes: $0.00 0

Report Date: 06/08/2017
Report Time: 04:33:58 PM

Company Name: City of Mill 01
ACH ID: 2911225895
Application Name: CCD Payments and Collections
Database Name: BAC
Batch Status: Released
Created By: SANKOTTKE

**AGENDA ITEM #L.**

Payroll and Benefit ACH Payments in the Amount of $195,249.4...
Payment Approval Confirmation

Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 06/08/2017 4:38:12 PM CDT

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

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<td>Template Code:</td>
<td>ICMA</td>
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</table>

Debit Account Information

<table>
<thead>
<tr>
<th>Debit Bank:</th>
<th>125000024</th>
<th>Debit Account:</th>
<th>000060104700</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debit Account Name:</td>
<td>Treas Checking</td>
<td>Debit Currency:</td>
<td>USD</td>
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</table>

Beneficiary Details

<table>
<thead>
<tr>
<th>Beneficiary Name:</th>
<th>ICMA RC</th>
<th>Beneficiary Bank ID:</th>
<th>42538001</th>
</tr>
</thead>
<tbody>
<tr>
<td>City:</td>
<td>Baltimore</td>
<td>Bank:</td>
<td>MANUFACTURERS AND TRADERS TR C ONE M AND T PLAZA, 15TH FL BUFFALO</td>
</tr>
<tr>
<td>Postal Code:</td>
<td>21264-4553</td>
<td>ID:</td>
<td>022000046</td>
</tr>
<tr>
<td>Country:</td>
<td>US - United States of America</td>
<td>Name:</td>
<td>ICMA</td>
</tr>
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</table>

Beneficiary Details

<table>
<thead>
<tr>
<th>Beneficiary Account:</th>
<th>42538001</th>
<th>Bank ID:</th>
<th>022000046</th>
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</thead>
<tbody>
<tr>
<td>City:</td>
<td>Baltimore</td>
<td>Address:</td>
<td>P. O. Box 64553</td>
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<tr>
<td>Email:</td>
<td></td>
<td>Mobile Number:</td>
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Payment Details

<table>
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<tbody>
<tr>
<td>Credit Amount:</td>
<td>532.70</td>
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Optional Information

| Sender's Reference Number: | 302029                           | Beneficiary Information: | City of Mill Creek 302029          |

Additional Routing

| Intermediary Bank ID: | Receiver Information:            |

Control Information

<table>
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<tr>
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<th>sankottke</th>
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Payment Approval Confirmation

Company: City of Mill Creek
Requester: Kottke, Sandy
Run Date: 06/08/2017 4:38:12 PM CDT

Domestic High Value (Wire)
Payment Category: Urgent Wire

Status: Processing by Bank
Transaction Number: 176832143281179
Template Name: GUILD DUES
Template Code: GUILD

Debit Account Information
Debit Bank: 126000024
Debit Account: 000060104700
Debit Account Name: Treas Checking
Debit Currency: USD

Beneficiary Details
Beneficiary Name: Mill Creek Police Officer Guild
Beneficiary Address: PO Box 13261
Beneficiary City: Mill Creek
Beneficiary Postal Code: 98082
Beneficiary Country: US - United States of America
Beneficiary Account: 000060159001
Beneficiary Bank ID: 125000024
Beneficiary Bank: BANK OF AMERICA, NA
1424 164TH ST SW
LYNNWOOD
US - United States of America
Beneficiary Email: 
Beneficiary Mobile Number: 

Payment Details
Credit Currency: USD
Credit Amount: 2,140.00
Value Date: 06/09/2017

Optional Information
Sender’s Reference Number: Police Guild
Beneficiary Information: Police Guild Dues Direct Deposit

Additional Routing
Intermediary Bank ID: 
Receiver Information: 

Control Information
Input: sankottke
Approved: sankottke
Initial Confirmation: WTX:2017060800386931
Input Time: 06/08/2017 4:32:25 PM CDT
Time: 06/08/2017 4:37:52 PM CDT
**Payment Approval Confirmation**

Company: City of Mill Creek  
Requester: Kotke, Sandy  
Run Date: 06/08/2017 4:38:12 PM CDT

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<th>Domestic High Value (Wire)</th>
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<tr>
<td><strong>Template Name:</strong> United Way</td>
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<td><strong>Template Code:</strong> United Way</td>
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**Debit Account Information**
- **Debit Bank:** 125000024  
- **Debit Account:** 000060104700  
- **Debit Account Name:** Treas Checking  
- **Debit Currency:** USD

**Beneficiary Details**
- **Beneficiary Name:** United Way of Snohomish County  
- **Beneficiary Address:** 3120 McDougall Ave, STE 200  
- **Beneficiary City:** Everett  
- **Beneficiary Postal Code:** 98201  
- **Beneficiary Country:** US - United States of America  
- **Beneficiary Account:** 9580003708  
- **Beneficiary Bank ID:** 122000496  
- **Beneficiary Bank:** UNION BANK, N.A.  
- **Beneficiary Address:** 30343 CANWOOD ST, STE 100  
- **Beneficiary City:** AGOURA HILLS  
- **Beneficiary Postal Code:** 98201  
- **Beneficiary Country:** US - United States of America  
- **Beneficiary Email:**  
- **Beneficiary Mobile Number:**

**Payment Details**
- **Credit Currency:** USD  
- **Credit Amount:** 120.00  
- **Value Date:** 06/09/2017

**Optional Information**
- **Sender's Reference Number:** 1768H3110PZ60J50  
- **Beneficiary Information:** United Way from City of Mill Creek

**Additional Routing**
- **Intermediary Bank ID:**
- **Receiver Information:**

**Control Information**
- **Input:** sankottke  
- **Approved:** sankottke  
- **Initial Confirmation:** WTX:2017060800386932  
- **Input Time:** 06/08/2017 4:31:20 PM CDT  
- **Approved Time:** 06/08/2017 4:37:52 PM CDT
Statistical Summary

Company: A0W - City Of Mill Creek Service Center:0076 Pacific North West
Status: Cycle Complete
Week#: 25
Pay Date: 06/23/2017
P/E Date: 06/15/2017
Qtr/Year: 2/2017
Run Time/Date: 13:46:06 PM EDT 06/21/2017

Taxes Debited

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<tbody>
<tr>
<td>Federal Income Tax</td>
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<tr>
<td>Earned Income Credit Advances</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security - EE</td>
<td>0.00</td>
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<tr>
<td>Social Security - ER</td>
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<tr>
<td>Social Security Adj - EE</td>
<td>0.00</td>
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<td>Medicare - EE</td>
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<td>COBRA Premium Assistance Payments</td>
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<td>Federal Unemployment Tax</td>
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<td>State Income Tax</td>
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<tr>
<td>Non Resident State Income Tax</td>
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<td>State Unemployment Insurance - EE</td>
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<tr>
<td>State Unemployment Insurance Adj - EE</td>
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<tr>
<td>State Disability Insurance - EE</td>
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<td>State Unemployment/Disability Ins - ER</td>
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<tr>
<td>Workers' Benefit Fund Assessment - EE</td>
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<td>Total Taxes Debited</td>
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Other Transfers

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<td>140,757.93</td>
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<tr>
<td>Total Amount Debited From Your Account</td>
<td>169,190.75</td>
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Bank Debits & Other Liability

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<tr>
<th>Description</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Checks</td>
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<td>Adjustments/Prepay/Voids</td>
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<td>Total Bank Debits</td>
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<tr>
<td>Total Bank Debits</td>
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</tr>
</tbody>
</table>

Total Liability

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Liability</td>
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<td>169,190.75</td>
</tr>
<tr>
<td>Total Liability</td>
<td>169,190.75</td>
</tr>
</tbody>
</table>

Provide correct message for the None this payroll

169,190.75
Minutes are the official record of Mill Creek City Council meetings. Minutes document action taken at the council meeting, not what was said at the council meeting.

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

## Roll Call

<table>
<thead>
<tr>
<th>Councilmembers Present:</th>
<th>Councilmembers Absent:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pam Pruitt, Mayor</td>
<td>Councilmember Michelson</td>
</tr>
<tr>
<td>Brian Holtzclaw, Mayor Pro Tem</td>
<td>Councilmember Kelly</td>
</tr>
<tr>
<td>Vince Cavalieri, Councilmember</td>
<td></td>
</tr>
<tr>
<td>Mike Todd, Councilmember</td>
<td></td>
</tr>
<tr>
<td>Mark Bond, Councilmember</td>
<td></td>
</tr>
</tbody>
</table>

Councilmember Cavalieri made a motion to excuse Councilmember Michelson due to vacation and Councilmember Kelly due to illness. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

## Audience Communication

### A.

Mr. Randy Fay addressed the Council as a representative of Snohomish County Fire District 7 and read a statement explaining the District's intent to terminate the Joint Long Term Fire Services and Emergency Medical Agreement with the City. You can read the statement [here](#).

Mr. Michael McConnell, President of the Firefighters Union, addressed the Council. He reviewed the service Fire District 7 provides to the citizens of Mill Creek.

Mayor Pruitt advised that the City's negotiating team welcomed the opportunity to continue to negotiate the fire contract at the negotiation table and will continue to review all offers received through the negotiating team. She stated that the City has been partners with Fire District 7 for many years, has a mutual interest in the public safety of this community and is still hopeful that a contract will be achieved.

## Presentations

### B.

Snohomish County Update  
(Dave Somers, County Executive)

Snohomish County Executive Dave Somers provided updates to the Council on some
of the issues the County is facing and how they are handling them. He shared his plan to strengthen the relationship between the County and City and foster an open dialog on topics such as land use planning, growth management and transportation. Executive Somers also discussed upcoming plans for Paine Field for both the expansion of Alaska Airlines and increased attraction for tourists. He appreciated learning more about the priorities in Mill Creek and looks forward to aligning strategies and helping Mill Creek reach the goals it has envisioned.

C. Proclamation: Celebration of Diversity
Mayor Pruitt issued a Proclamation celebrating diversity.

D. Snohomish Health District
(Jefferson Ketchel, Interim Administrator)
Jefferson Ketchel, Interim Administrator, presented updates regarding the Health District’s current priorities as well as upcoming projects. He shared that the District is currently selling their building and will plan to begin looking for something smaller once a buyer is identified. Mr. Ketchel verified that the Health District’s Board has not determined what they will do with the funds if a profit is made from the sale of their building; however, he will not recommend using one-time money to fund operations.

Mr. Ketchel advised the Health District has taken over the drug take back program from the Snohomish Regional Drug and Gang Task Force and will be meeting with the Mill Creek Police Department this week to assess this location for continued use as a drop off site. He also shared that approved pharmacies are now being included as possible drop off sites, along with law enforcement locations.

Mr. Ketchel plans to return to the Council in the Fall to provide additional updates.

NEW BUSINESS

E. City of Mill Creek and the "Interagency Child Abduction Response Team" (ICART) Interagency Agreement
(Greg Elwin, Chief of Police)
Chief Elwin presented information regarding the ICART agreement. The Council understood that the funding required is based on the amount of need and therefore difficult to quantify; however, asked for future agreements to include a better definition of what resources each agency could expect to contribute. Chief Elwin clarified that Amber Alerts are entered through the Washington State Patrol but the Amber Alert Portal is included in the ICART protocol.

Mayor Pro Tem Holtzclaw made a motion to authorize the City Manager to sign the interagency agreement between the City of Mill Creek and the Interagency Child Abduction Response Team (ICART). Councilmember Cavaleri seconded the motion. The motion passed unanimously.

CONSENT AGENDA

F. Telecommunications Franchise Agreement with MCIMetro Access Transmission Services DBA Verizon Access Transmission Services
G. Telecommunications Franchise Agreement with Astound Broadband, LLC, DBA Wave
H. Telecommunications Franchise Agreement with Zayo Group, LLC

June 13, 2017 REGULAR COUNCIL MEETING MINUTES
I. Approval of Checks #56998 through #57067 and ACH Wire Transfers in the Amount of $135,451.20  
   (Audit Committee: Councilmember Bond and Mayor Pro Tem Holtzclaw)
J. Payroll and Benefit ACH Payments in the Amount of $441,500.02  
   (Audit Committee: Councilmember Bond and Mayor Pro Tem Holtzclaw)
K. City Council Meeting Minutes of June 6, 2017

   Mayor Pro Tem Holtzclaw made a motion to approve the consent agenda, with the noted corrections to City Council Meeting Minutes of June 6, 2017. Councilmember Bond seconded the motion. The motion passed unanimously.

REPORTS

L. Mayor/Council
   Mayor Pruitt informed the Council that they will not be able to use ADP for the City Manager's evaluation as it is not capable of receiving seven different reviews for the same employee. Instead, City Manager Polizzotto suggested utilizing the format they used last year where each member of the Council fills out their own evaluation. They would then sit down as a group to combine the results for a joint entry into ADP. The Council verified that they will be using the same set of questions from last year and approved using the schedule the City Manager suggested.

   Councilmember Cavaleri reported attending the Master Builders Association Crab Feed and appreciated the event.

   Councilmember Todd attended the Economic Alliance meeting.

   Councilmember Todd also reported learning of a private project proposed by United Bridge Partners to replace the westbound lanes of the US 2 Trestle.

M. City Manager
   • Council Planning Schedule
   • 35th Ave Contract Update
   Finance and Administration Director Lauerman advised the Council that the Council Planning Schedule had been updated.

   Acting Public Works Director Mahmoud reviewed the update provided in the packet on 35th Avenue.

AUDIENCE COMMUNICATION

N. No public comment was made.

ADJOURNMENT

   With no objection, Mayor Pruitt adjourned the meeting at 7:14 p.m.
Tentative Council Meeting Agendas
Subject to change without notice
Last updated: June 23, 2017

July 11, 2017
(Agenda Summary due June 27)
- Presentation: Snohomish Conservation District
- Presentation: Code Enforcement Program Update
- Presentation: Snohom/Snopac Consolidation
- Rucker Building Quit Claim Deed

July 25, 2017
(Agenda Summary due July 11)
- Presentation: Sno Isle Library Update
- Presentation: Body Camera Pilot Project
- HVAC Contract Award
- Work Session: Draft City Code & Policy – Public Records Act Compliance
- Motion to cancel August meetings
- Reports
  - Twitter/Facebook Update

September 5, 2017
(Agenda Summary due August 18)
- A&B Board – Great Garden Awards
- Work Session
  - CIP Work Plan
  - Chapter 1 – Updated Personnel Policies & Procedures

September 12, 2017
(Agenda Summary due August 25)
- Work Session:
  - Code Revision – Repeal of Board of Appeals/Adjustment

September 26, 2017
(Agenda Summary due September 12)
- Work Session
  - Traffic Calming Manual

Work in Progress – Upcoming Agenda Items
- Fire Contract
- Public Works Shop Design
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- SNOCOM Consolidation Updates
- SERS Radio Acquisition Updates
- Partnerships with Everett School District
- Council Chambers Configuration
Report: 2017 Mill Creek Festival & 3-on3 Basketball Tournament  
(Presented: June 27, 2017 Mill Creek City Council Meeting)

The annual Mill Creek Festival on Mill Creek Blvd and the 3-on-3 basketball tournament at City Hall North both take place the weekend of July 7-9.

The Mill Creek Business Association has produced the Mill Creek Festival for the last 18 years, and it has become a huge tourism event. The goal is to promote, support and connect people and businesses to create growth, prosperity and a vibrant community. The festival seeks to attract visitors from outside the area to discover what the city has to offer, as well as to introduce visitors to attractions in and around Mill Creek and in Snohomish County.

The City is sponsor of the event, providing more than $10,000 worth of in-kind services. We will have a large booth on the northern end of Mill Creek Blvd, where our staff will be showcasing the City's work and community impact in several ways, including:

- Meet and greet with police
- K-9 demonstration
- Vehicle demonstrations
- Opportunity for people to vote on event and tourism ideas
- Informational handouts on social media, upcoming construction projects, the park in the North Pointe neighborhood, and permit requirements
- Surface water education and games

Happening simultaneously, the 12th annual 3-on-3 basketball tournament is a huge draw for youth and adults. This event also brings many people from outside the area to Mill Creek. Youth who will enter grades 3-12 in the fall are included in the youth divisions. Teams are limited to four players and each team is guaranteed a minimum of three games. With its proximity to Town Center, the tournament provides a great opportunity to bolster visitor spending for the weekend. This year, the tournament is hosted by and helps support Stars Unlimited, a local non-profit that has helped bring outreach and connection to communities for over 25 years.

The schedule of events for the weekend is as follows:

- **Saturday, July 8:**
  - 3-on-3 basketball games begin at 8:30 a.m.
  - Festival takes place from 11 a.m. to 6 p.m.
  - Festival beer garden is open from 11 a.m. to 7 p.m.

- **Sunday, July 9:**
  - Festival takes place from 11 a.m. to 5 p.m.
  - Festival beer garden is open from 11 a.m. to 6 p.m.
  - 3-on-3 basketball games begin at 1:30 p.m.