

CITY COUNCIL AGENDA

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



Pam Pruitt, Mayor • Brian Holtzclaw, Mayor Pro Tem
Mark Bond • Mike Todd • Vince Cavaleri • Jared Mead • John Steckler

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 Acting City Clerk at (425) 921-5725 three days prior to the meeting.

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

To comment on subjects listed on or not on the agenda, ask to be recognized during the Audience Communication portion of the agenda. Please stand at the podium and state your name and 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. 2018-829
Next Resolution No. 2018-573

June 5, 2018
City Council Meeting
6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AUDIENCE COMMUNICATION

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

PRESENTATIONS

- B. AWC Center for Quality Communities Scholarship Nominee Check Presentation
(*Pam Pruitt, Mayor*)
- C. Mill Creek Youth Advisory Board Senior Recognition
(*Kristen Rasmussen, Recreation Coordinator*)

OLD BUSINESS

- D. Art & Beautification Board Utility Box Update

(Joni Kirk, Director of Communications & Marketing)

NEW BUSINESS

- E. 35th Ave SE Reconstruction Project Addendum No. 7 to Contract 2013-1091
(Gina Hortillosa, Director of Public Works & Development Services)

CONSENT AGENDA

- F. City Council Meeting Minutes of April 10, 2018
- G. City Council Meeting Minutes of April 24, 2018
- H. City Council Meeting Minutes of April 26, 2018
- I. City Council Meeting Minutes of May 1, 2018

REPORTS

- J. Mayor/Council
- K. City Manager
 - Council Planning Schedule

AUDIENCE COMMUNICATION

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

ADJOURNMENT



Agenda Item # C
Meeting Date: June 5, 2018

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

**AGENDA ITEM: MILL CREEK YOUTH ADVISORY BOARD SENIOR
RECOGNITION**

PROPOSED MOTION:

N/A

KEY FACTS AND INFORMATION SUMMARY:

Mayor Pam Pruitt will present a Certificate of Appreciation to six members of the 2017-2018 Mill Creek Youth Advisory Board to recognize the graduating seniors for their exemplary participation and involvement. The Board is composed of dedicated and enthusiastic high school students who make a yearlong commitment of community service by planning, promoting, and volunteering at various community events and projects. These six students are motivated and passionate about giving back and making a difference in the Mill Creek community. The City of Mill Creek would like to thank and congratulate these seniors for their contribution in making a positive difference in their community: Navneet Birk, Yevonne Park, Alexis Ramos, Norbu Sangpo, Kaitlin See and Yuna Shin.

Navneet Birk has been on the YAB for two years and her favorite event is helping with the Santa and Memorial Day parades. Navneet loves seeing families come out and enjoy the community events. Her favorite memory is going to WE-Day because it was truly an inspiring experience that she got to share along with the other board members. After graduation, Navneet will attend the University of Washington and pursue a degree in biology.

Yevonne Park has been on the YAB for three years and enjoys getting involved with the city she was raised in. Yevonne's favorite and most rewarding event is mentoring at Mill Creek Elementary. Building relationships with the kids and the new skills gained from working with the kids is truly unforgettable. Through her time in the YAB, Yevonne's favorite memory is making new friends that have become to become some of her closest friends. Overall, Yevonne loved how she met and connected with members in the community. Yevonne plans to study at San Diego State University with a major in public health and a minor in Spanish.

Alexis Ramos has been on the YAB for three years. During that time, Alexis has had the opportunity to be more involved with her community. Her favorite event is Eggstravaganza because she loves when all of the families of Mill Creek come together. Her favorite memory is passing out bundt cakes to members of the community during National Night Out and bringing smiles to people's faces. After graduation, Alexis will move to Montreal, Quebec, to study political science at Concordia University.

Norbu Sangpo has been on the YAB for one year. Being part of YAB has been an enriching experience for him and he is thankful for the opportunity. His favorite event was Eggstravaganza because of the high turnout and seeing the kids' excitement at the event. Norbu's favorite

City Council Agenda Summary
Page 2

memory is being a referee for the 3-on-3 Basketball Tournament. He notes that seeing people of all ages compete and enjoy basketball was fun to watch. Norbu plans to attend the University of Washington and pursue a degree in mechanical engineering or physics.

Kaitlin See has been on the YAB for two years. Her favorite event is the Eggstravaganza because she loves seeing the families having a great time with the various activities at the event such as face painting, bunny photos and of course the egg hunts. Kaitlin's favorite memory is attending WE-Day due to the inspiring message and hearing about various service projects achieved by the youth in the community. After graduation, Kaitlin plans to attend Western Washington University to study psychology.

Yuna Shin has been on the YAB for five years and has held the Liaison and Co-Chair officer positions. Yuna's favorite event is the Eggstravaganza and her favorite memory is seeing other YAB members grow as leaders. Yuna will attend the University of Washington as a direct admit to the Biochemistry department and UW Interdisciplinary Honors Program. Yuna notes she will forever be thankful to the YAB for being a source of opportunity for those who want to get involved and make a change in the community.

During 2017-2018, the YAB members contributed more than 1,600 hours of volunteer service to the community of Mill Creek by volunteering at events in our community.

A PowerPoint designed by member Easha Dhillon will be presented highlighting projects and events the Youth Advisory Board has participated in this year.

CITY MANAGER RECOMMENDATION:

N/A

ATTACHMENTS:

N/A

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager



Agenda Item # D
Meeting Date: June 5, 2018

CITY COUNCIL AGENDA SUMMARY

City of Mill Creek, Washington

AGENDA ITEM: ART & BEAUTIFICATION UTILITY BOX UPDATE

PROPOSED MOTION:

The Art and Beautification Board seeks approval from the City Council to increase funding by \$7,500 for the utility box beautification program that was approved in 2016.

KEY FACTS AND INFORMATION SUMMARY:

In 2016, the Art & Beautification Board identified a potential beautification project for the City that would incorporate art into the City's visual landscape. The project idea came from other municipalities that had created wraps for their utility boxes, turning something grey and unappealing into a work of art that is visually appealing.

At right is a picture of one utility box location in Mill Creek. Below on the right is a picture of a wrapped utility box in Issaquah.

Utility wraps are vinyl, graffiti resistant and washable. They generally have a life span of five to seven years.

Three utility box sites were presented to Council at the May 24, 2016, meeting and agreed upon:

- Three boxes on Main Street at Mill Creek Blvd.;
- Three boxes near Mill Creek elementary; and
- Three boxes on Dumas Road.

The City Council approved \$5,000 for the project, of which \$200 was designated for a graphic artist to design four box wraps; \$300 for a student artist scholarship to design wraps; and \$4,500 was designated for the production and installation of the wraps.



City Council Agenda Summary
Page 2

The Art & Beautification Board struggled for more than a year to find an artist or illustrator that would develop a design. Generally, most bill their time at \$75 per hour or more, and were not willing to take on such extensive design work for the stipend available. Finally, a local artist who has done similar projects before agreed to mock up several designs for a \$500 stipend.

The A&B Board agreed to work with artist Amanda Pearman and she provided concepts in January 2018. The board met with the artist and discussed the concepts. Samples of Ms. Pearman's artwork are shown below.



City Council Agenda Summary
Page 3

The A&B Board has continued to work with Ms. Pearman to refine the concepts for the set of utility boxes on Main Street near Mill Creek Blvd.

Additionally, Board Member Jeanne Smart connected with Carol Kummerle, a current third grade teacher, regarding the recruitment of student designs for the utility box across the street from Mill Creek Elementary. Out of that conversation, an art project was designed for fifth grade Mill Creek Elementary students that will begin after state testing wraps up. The intent is to have their artwork used in a mural format on the utility boxes near the school, and it will be part of the fifth grade legacy project.

Board members and staff also are working with the Art Teacher Kaja Smith at Jackson High School to have students create designs by the end of the school year that will be used on the utility boxes on Dumas Road.

The A&B Board will review submissions from both schools to select winners to be incorporated into the utility box designs at the next Art and Beautification meeting on June 13, 2018. The winners of the artwork will be invited to attend a City Council meeting and will be publicly recognized.

Budget

The City Council originally approved \$5,000 for the project.

The Board has reached out to local vendors to obtain estimates on printing and installing the artwork. Prices ranged from approximately \$1,200 to \$1,900 for each box (not each site). Based on this pricing, only one site can be completed within the original budget approved by the City Council. A query was made as to whether this project could be funded by Jackson High School's Associated Student Body as a legacy project; the ASB is unable to use funds for this purpose.

Though the artwork for the two remaining sites will be free, the production and installation of the utility box wraps will cost about \$3,600 to complete this beautification project. Therefore, the Board is requesting an additional \$7,500 to cover all the boxes and provide a small contingency.

The current Municipal Arts fund has a balance of \$45,254.92.

CITY MANAGER RECOMMENDATION:

N/A

ATTACHMENTS:

- A&B Board Utility Box Presentation, May 24, 2016

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager



Agenda Item # B
Meeting Date: May 24, 2016

CITY COUNCIL AGENDA SUMMARY
City of Mill Creek, Washington

**AGENDA ITEM: ART & BEAUTIFICATION BOARD PRESENTATION:
PROPOSED MILL CREEK BEAUTIFICATION PROJECT**

ACTION REQUESTED:

The Art and Beautification Board is seeking a general consensus from the City Council that it supports the proposed project and wants the Board to proceed with implementation.

KEY FACTS AND INFORMATION SUMMARY:

The Art & Beautification Board has been developing a potential beautification project for the City that would incorporate art into the City's visual landscape. The Board will present a PowerPoint slide show to Council about the proposed project.

CITY MANAGER RECOMMENDATION:

The City Manager recommends the City Council support the proposed project because the project supports the Council's economic development goals discussed during the Council's annual retreat in February. If Council approves the project, the City Manager will assign staff to assist the Art and Beautification Board with implementation. The Municipal Arts Fund has sufficient funds to support the project.

ATTACHMENTS:

None. The Art and Beautification Board has advised that the presentation materials will be distributed during the Council meeting.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Rebecca C. Polizzotto".

Rebecca C. Polizzotto
City Manager

YA\EXECUTIVE\WP\COUNCIL\SUMMARY\2016\A&B Board Utility Box Presentation.docx

Mill Creek Beautification Project

Presented by
Mill Creek Art and Beautification Board



What does Mill Creek mean to you



MC at Holly

VG at Tri





132nd St at 44th Ave

Main St at



Utility Boxes in WA

Bellevue



Utility Boxes in WA

Issaquah



Utility Boxes in WA

Sequim



Materials

- Vinyl
- Life Span of 5 – 7 years
- Graffiti Resistant
- Washable
- Professionally Installed/Removed

Cost

- Production and install \$780 est. per unit
 - Stipend for artist \$200 for 4 units
 - Scholarship for student \$300 for 1 unit
- Total initial rollout cost: \$5000 for 5 units**



Thank you.



Agenda Item # E
 Meeting Date: **June 5, 2018**

CITY COUNCIL AGENDA SUMMARY
 City of Mill Creek, Washington

**AGENDA ITEM: 35TH AVENUE SE RECONSTRUCTION PROJECT
 ADDENDUM NO. 7 TO CONTRACT 2013-1091
 (CONTRACT FOR PROFESSIONAL SERVICES)**

PROPOSED MOTION:

The Council is asked to authorize the City Manager or Mayor execute Addendum No. 7 to Contract 2013-1091 for professional services with KPFF Consulting Engineers in an amount not to exceed \$20,000.

KEY FACTS AND INFORMATION SUMMARY:

The City of Mill Creek executed a contract for professional services with KPFF Consulting Engineers in February 2014. The contract included design services to reconstruct 35th Ave. SE on a pin pile-supported slab that will prevent future settlement. Other work includes placement of cellular concrete fill, modular block walls, storm drainage improvements, pavement, sidewalks and maintenance of traffic. The project was advertised and the construction contract was awarded by Council on April 24th to Harbor Pacific Contractors.

Although the project is currently in the construction phase, KPFF is the engineer of record for the project. A summary of the tasks included in Addendum 7 include:

- Respond to Requests for Information (RFIs) submitted by Harbor Pacific Contractors
- Review submittals of materials and methods
- On-site meetings

KPFF's current design budget is \$489,696.

Item	Amount	Purpose
Original Contract	\$423,000	
Addendum 1	\$36,752	Additional scope
Addendum 2	\$10,944	Additional scope
Addendum 3	\$0	Time extension
Addendum 4	\$0	Time extension
Addendum 5	\$0	Time extension
Addendum 6	\$19,000	Additional scope
Total	\$489,696	

Construction of the 35th Ave. SE Reconstruction Project is scheduled to begin in June with a Notice to Proceed date yet to be determined.

CITY MANAGER RECOMMENDATION:

The City Manager recommends the City Council authorize the City Manager or Mayor to execute Addendum 7 to Contract 2013-1091 for professional services with KPFF Consulting Engineers in an amount not to exceed \$20,000.

ATTACHMENTS:

- Attachment A: Supplemental Scope of Services and Fee (Addendum No. 7)

Respectfully Submitted:

Rebecca C. Polizzotto
City Manager

**CITY OF MILL CREEK
ADDENDUM NO. 7
TO CONTRACT 2013 – 1091
CONTRACT FOR PROFESSIONAL SERVICES
35TH AVENUE SE RECONSTRUCTION PROJECT**

1. Parties

1.1 This Addendum No. 7 (hereinafter Addendum) to the Contract for Professional Services is entered into this ____ day of June, 2018, between the City of Mill Creek, 15728 Main Street, Mill Creek, Washington (hereinafter City), and KPFF Consulting Engineers, 1601 Fifth Avenue, Suite 1600, Seattle, Washington, 98101 (hereinafter Consultant).

2. Recitals

2.1 The parties have previously entered into a Contract for Professional Services for the design of the 35th Avenue SE Reconstruction project on February 14, 2014, (hereinafter Original Agreement) and wish to continue their relationship with some modifications to the terms and conditions of the Original Agreement.

IN CONSIDERATION of the mutual benefits and advantages conferred by this Addendum, the City and Consultant agree to the following modifications and additions to the Original Agreement.

3. Addendum to Contract

3.1 The last sentence of paragraph 10.1 of the original agreement dated February 14, 2014 is amended to read as follows:

The total cumulative payment(s) shall not exceed a maximum amount of Five Hundred Nine-Thousand Six Hundred Ninety-Six Dollars (\$509,696.00) ("Total Price").

3.2 Exhibit A the Original Agreement are supplemented with the attached Exhibit A-1 to include construction support services.

3.3 The last sentence of paragraph 4.1 of the original agreement is amended to read as follows:

All required work and services shall be completed by June 30, 2019 unless extended or terminated earlier by the City pursuant to the terms and conditions of this addendum.

4. **General Provisions**

4.1 **Entire Agreement.** This Addendum constitutes the entire agreement between the parties as to the matter set forth herein, and both parties acknowledge that there are no other agreements, oral or otherwise, that have not been fully set forth in the text of this Addendum.

4.2 **Original Agreement Retained.** Except as specifically modified herein, the Original Agreement shall remain in full force and effect.

WHEREFORE, the parties on proper authority have executed this Addendum as of the date first written above.

CITY OF MILL CREEK

KPFF CONSULTING ENGINEERS

Rebecca Polizzotto, City Manager


Name: _____

ASSOCIATE
Title: _____

ATTEST:

City Clerk

ATTACHMENTS:

- EXHIBIT A: Scope of Work
- EXHIBIT B: Fee

G:\PUBLIC WORKS\Projects (CFP)\35th Avenue SE\Reconstruction project\KPFF - Addendum 7 - 35th Ave Reconstruction.docx

**ATTACHMENT A
SUPPLEMENTAL SCOPE OF SERVICES**

**City of Mill Creek
SE 35th Ave. Reconstruction Project
Construction Support Services**

ADDENDUM NO. 7

AMENDED SCOPE OF SERVICES & TASKS

The Scope of Services per signed "Contract for Professional Services" between The City of Mill Creek and KPFF, Inc. dated February 12, 2014 shall be amended to include the following task(s):

NEW TASK 15.0 CONSTRUCTION SUPPORT SERVICES

The KPFF design team will provide civil and structural construction support services on an as-needed basis during the course of the construction. These services will be provided in accordance with standard engineering practice on a time and materials basis.

TASK NO. 15.01 ON-SITE MEETINGS

KPFF will attend up to six (6) meetings on-site during construction.

- Civil Engineer – two (2) meetings
- Structural Engineer – four (4) meetings

TASK NO. 15.02 RESPOND TO RFIs

The Consultant team will be available to respond in a timely manner to Contractor RFI's during construction as deemed necessary by the City.

TASK NO. 15.03 REVIEW SUBMITTALS

The Consultant team will be available to review the Contractor's submittals. We have assumed that the City and its Construction Management Team will take the lead in reviewing submittals and submit to KPFF for review only as needed to provide assistance.

TASK NO. 15.04 SITE VISITS

The KPFF design team will perform site visits when requested by the city during the construction process.

TASK NO. 15.05 CHANGE ORDERS

Upon request, KPFF will assist the City and the consultant team Gray & Osborne with change orders.

Assumptions:

- KPFF will not be providing as-built record drawings as these will be provided by the Contractor.

ADDITIONAL FEES

Total fees associated with this additional scope of services will be performed on a time and materials basis as directed by the City or its agents and shall not exceed \$20,000.00

END OF ADDENDUM 7

Attachment B
KPFF Consulting Engineers

35th Avenue SE Reconstruction Addendum No. 7
Fee Estimate

KPFF		Category and Hours							1,452	
Item	SCOPE OF WORK	Principal	Project Manager	Senior Str. Engineer	Civil Design Engineer	Civil CAD Drafter	Project Coord.	Admin		
15.0 Construction Support Services		\$ 69.00	\$ 63.05	\$ 69.24	\$ 33.99	\$ 36.06	\$ 27.98	\$ -	\$ 17.50	30%
15.01	On-Site Meetings		8	16						\$ 4,436
15.02	Responfd to RFIs		16	12						\$ 5,060
15.03	Review Submittals		16	29						\$ 8,300
15.04	Site Visits		4	8						\$ 2,200
15.05	Change Orders									\$ -
Subtotals:		0	44	65	0	0	0	0	0	\$ 19,996

LABOR TOTALS:	0	44	65	0	0	0	0	0	0	19,996
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Other Direct Costs		
Description	Qty	Unit \$
Mileage - 6 round trips to cover all meetings and site visits	252.0	0.54
		\$ 136
		\$ -
Expense Subtotal:		\$ 136

AMENDMENT NO. 7 TOTAL: \$ 20,140



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, April 10, 2018

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

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

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

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Led by Cub Scouts Pack 121, Den 3

ROLL CALL

Councilmembers Present:

Pam Pruitt, Mayor
Brian Holtzclaw, Mayor Pro Tem
Vince Cavaleri, Councilmember
Mike Todd, Councilmember
Mark Bond, Councilmember
Jared Mead, Councilmember
John Steckler, Councilmember

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

PRESENTATIONS

- B. "Chief for a Day" Introduction

Police Chief Greg Elwin introduced "Chief for a Day," Julia McCauley, a second grader at Mill Creek Elementary, and together, they presented a brief video on the statewide Chief for a Day Program that celebrates the lives of children who have been diagnosed with a chronic medical condition.

- C. Earth Day Proclamation

Mayor Pruitt read a proclamation recognizing April 22, 2018 as Earth Day throughout the City.

CONSENT AGENDA

April 10, 2018 REGULAR COUNCIL MEETING MINUTES

- D. Approval of Checks #58381 through #58439 and ACH Wire Transfers in the Amount of \$1,055,533.60
(Audit Committee: Mayor Pruitt and Councilmember Todd)
- E. Payroll and Benefit ACH Payments in the Amount of \$306,689.97
(Audit Committee: Mayor Pruitt and Councilmember Todd)

Councilmember Todd made a motion to approve the consent agenda. Councilmember Steckler seconded the motion. The motion passed unanimously.

REPORTS

F. Mayor/Council

Mayor Pruitt reported that she would be attending the State of the Station at Naval Station Everett on April 12.

AUDIENCE COMMUNICATION

- G. Edward Dunn, a Mill Creek resident, inquired about the formation of a business association for the East Gateway Urban Village (EGUV). Mr. Dunn expressed concern over the selection process for ex-Councilmember Kelly's vacant position. Mr. Dunn also requested an updated on the EGUV spine road. Mayor Pro Tem Holtzclaw recommended that staff bring an update to Council in May.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 6:21 p.m.

Pam Pruitt, Mayor

Gina Pfister, Acting City Clerk



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, April 24, 2018

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

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CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

NEW BUSINESS

- B. 35th Ave SE Reconstruction Project - Contract Award

Director of Public Works & Development Services Gina Hortillosa reviewed the contract package including the bid process, hydrologic and hydraulic analysis, permitting, possible change orders, construction cost and funding. Director Hortillosa noted that the project is estimated to take 30 weeks and a precise construction schedule will be provided after the pre-construction meeting. Council engaged in discussion.

Councilmember Cavaleri made a motion to authorize the City Manager to take all necessary action, and effectuate all necessary documents, to execute a contract with Harbor Pacific Contractors, Inc. for the construction of the 35th Ave SE

April 24, 2018 REGULAR COUNCIL MEETING MINUTES

Reconstruction Project in an amount not to exceed \$4,692,000.00. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- C. Approval of Checks #58440 through #58518 and ACH Wire Transfers in the Amount of \$190,114.54
(Audit Committee: Mayor Pruitt and Councilmember Mead)
- D. Payroll and Benefit ACH Payments in the Amount of \$230,948.01
(Audit Committee: Mayor Pruitt and Councilmember Mead)
- E. City Council Meeting Minutes of March 6, 2018
- F. City Council Meeting Minutes of March 13, 2018
- G. City Council Meeting Minutes of March 27, 2018
- H. City Council Meeting Minutes of April 3, 2018

Councilmember Mead made a motion to approve the consent agenda. Councilmember Todd seconded the motion. The motion passed unanimously.

REPORTS

I. Mayor/Council

Councilmember Cavaleri reported that he will be on vacation for the May 1 Council meeting and the May 2 Parks & Recreation Board meeting.

Mayor Pro Tem Holtzclaw reported that Snohomish County Tomorrow did not meet in April and that the Snohomish County Council voted against the proposed Countywide Planning Policies (CPP).

Councilmember Todd reported that Secretary of Transportation Roger Millar will be the guest speaker at the May 17 Snohomish County Cities (SCC) meeting and encouraged Council and City staff to attend.

Councilmember Todd expressed concern over the delay in receiving a bill from the Snohomish Conservation District for work done in May 2017. Councilmember Todd stated he wasn't certain that Mill Creek homeowners were receiving a benefit from the \$5.00-\$6.00 they pay into the program every year.

Mayor Pro Tem Holtzclaw asked Director of Public Works & Development Services Gina Hortillosa for an update on the light stanchion at 35th & 148th after a vehicle knocked it down. Director Hortillosa advised Council that staff is working on repairs and will be asking for insurance reimbursement from the responsible party.

AUDIENCE COMMUNICATION

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

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

April 24, 2018 REGULAR COUNCIL MEETING MINUTES

- K.** The meeting recessed to executive session at 6:35 p.m. for up to 60 minutes to discuss the performance of a public employee per RCW 42.31.110(1)(g). No action was taken.

RECONVENE TO REGULAR SESSION

- L.** The meeting reconvened to regular session at 7:32 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 7:33 p.m.

Pam Pruitt, Mayor

Gina Pfister, Acting City Clerk

April 24, 2018 REGULAR COUNCIL MEETING MINUTES



MINUTES

City Council Special Meeting

7:00 PM - Thursday, April 26, 2018

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

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CALL TO ORDER

Mayor Pruitt called the meeting of the Mill Creek City Council to order at 7:00 p.m.

ROLL CALL

Councilmembers Present:

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

Councilmembers Absent:

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

- A.** At 7:01 p.m. the meeting recessed to executive session up to 60 minutes to discuss potential litigation pursuant to RCW 42.30.110(1)(g).

No action was taken.

At 8:00 p.m. Councilmember Bond made a motion to extend the executive session up to 30 minutes. Councilmember Steckler seconded the motion. The motion passed unanimously.

At 8:30 p.m. Councilmember Bond made a motion to extend the executive session up to 5 minutes. Councilmember Steckler seconded the motion. The motion passed unanimously.

RECONVENE TO REGULAR SESSION

- B.** The meeting reconvened to regular session at 8:35 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:35 p.m.

April 26, 2018 REGULAR COUNCIL MEETING MINUTES

Pam Pruitt, Mayor

Gina Pfister, Acting City Clerk

April 26, 2018 REGULAR COUNCIL MEETING MINUTES



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, May 1, 2018

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

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CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

*Pam Pruitt, Mayor
Brian Holtzclaw, Mayor Pro Tem
Mike Todd, Councilmember
Mark Bond, Councilmember
Jared Mead, Councilmember
John Steckler, Councilmember*

Councilmembers Absent:

Vince Cavaleri, Councilmember

Mayor Pro Tem Holtzclaw made a motion to excuse Councilmember Cavaleri due to vacation. Councilmember Steckler seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

PRESENTATIONS

- B. Proclamation: Music4Life Program

Mayor Pruitt read a proclamation recognizing the great work of Music4Life and designating the month of May as Music4Life month.

OLD BUSINESS

- B. Sweetwater Ranch Stormwater Project - Authorize Construction Contract Amendment

Director of Public Works & Development Services Gina Hortillosa reviewed Resolution 2018-572 approved by Council on March 13 declaring an emergency related to the

May 1, 2018 REGULAR COUNCIL MEETING MINUTES

Sweetwater Ranch stormwater infrastructure failure and briefed Council on additional sinkholes that have developed and the closed circuit television (CCTV) performed by the contractor that revealed pipes in dire condition. Director Hortillosa explained why the original pipe rehabilitation approach consisting of slip lining would not be feasible for the project and detailed the proposed trenchless method consisting of open face auger boring. Council engaged in discussion.

Mayor Pro Tem Holtzclaw made a motion to authorize the City Manager to execute an amendment to Contract 2018-1418 for construction services with Shoreline Construction Co. in an amount not to exceed \$480,000. Councilmember Steckler seconded the motion. The motion passed unanimously.

REPORTS

C. Mayor/Council

Mayor Pro Tem Holtzclaw reported that the Mill Creek Chorale will be holding their Annual Spring Concert at Glacier Peak Performing Arts Center on May 12.

Mayor Pro Tem Holtzclaw reported that while meeting with Representatives DelBene and Larsen at his day job, he spoke about the 35th Ave SE Reconstruction Project.

Mayor Pruitt reported that she attended an Eagle Scout pinning ceremony for Mayor Pro Tem Holtzclaw's son.

Councilmember Todd encouraged Council to read the [AWC Legislative Bulletin](#) article regarding "the culverts case" and urged Council to look for the next Fish Barrier Removal Board grant cycle.

Councilmember Todd reported that he and Councilmember Steckler spent a day reviewing Council's long term strategic planning brainstorming notes and would like to present their thoughts and ideas regarding next steps at the May 8 Council meeting.

Mayor Pruitt reviewed the Council Planning Schedule.

AUDIENCE COMMUNICATION

D. There were no comments from the audience.

RECESS TO EXECUTIVE SESSION

(Confidential session of the Council)

E. The meeting recessed to executive session at 6:33 p.m. for up to 30 minutes to discuss potential litigation pursuant to RCW 42.30.110(1)(g).

No action was taken.

RECONVENE TO REGULAR SESSION

F. The meeting reconvened to regular session at 6:55 p.m.

May 1, 2018 REGULAR COUNCIL MEETING MINUTES

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 6:55 p.m.

Pam Pruitt, Mayor

Gina Pfister, Acting City Clerk

May 1, 2018 REGULAR COUNCIL MEETING MINUTES

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

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

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

Tentative Council Meeting Agendas
Subject to change without notice

Last updated: May 31, 2018

June 5, 2018

(Agenda Summary due May 22)

- Check Presentation: AWC Scholarship Nominee
- YAB Recognition
- Art & Beautification Board - Update: Utility Boxes

June 12, 2018

(Agenda Summary due May 29)

- Long term planning impacts from Paine Field commercial flights.

June 26, 2018

(Agenda Summary due June 12)

- Milestone Anniversaries (May)
- Presentation: Sports Tourism Feasibility Study
- Tourism Bureau Annual Report
- Presentation: EGUV Development Agreement
- Work Session:
 - HR Policies - Chapter 6 (Leave)

July 3, 2018

(Agenda Summary due June 19)

- Code Revision - Repeal of Board of Appeals/Adjustment
- Administrative approval of long plats

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

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

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

Work in Progress – Upcoming Agenda Items

- Personnel Policies and Procedures
- Budget Calendar
 - CIP Policies
 - Financial Policies
- Party in the Parks
- WRIA 8 ILA
- Beaver Management Plan
- Exploration Park
 - Bid Award
 - Schedule
 - Communications Plan
 - Snohomish County ILA
- Freedom Field
 - Design Consultant Contract
 - RCO Grant
 - Snohomish County Grant

Possible Work Session Topics for Discussion

- Parking Codes
- Business signs
- MCCA storm water discussions
- Sports Fields
- Repair Issues
- Utility Project Management
- Review of Criminal Justice Costs/Alternatives
- Status update on County’s SHR project
- 128th St as an ST3 Station
- Issues re: no parking on sidewalks
- Development Projects in Progress
- Hotel/Motel Theater Tax
- Resort Fees
- Partnerships with Everett School District
- Development code change to allow redevelopment along Mill Creek Blvd/North Creek
- Council Chambers Configuration
- Adoption of business license ordinance – deadline 1/1/19