



# CITY COUNCIL MINUTES

November 8, 2016

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

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Pam Pruitt, Mayor (Absent)  
Brian Holtzclaw, Mayor Pro Tem  
Sean Kelly  
Donna Michelson  
Vince Cavaleri  
Mike Todd  
Mark Bond

**November 8, 2016**  
**Regular City Council Meeting**  
**6:00 p.m.**

## **CALL TO ORDER**

Mayor Pro Tem Holtzclaw called the meeting to order at 6:00 p.m.

## **FLAG SALUTE**

Flag Salute was conducted.

## **ROLL CALL**

Roll was called by the Acting City Clerk with all Councilmembers present except Mayor Pruitt.

**MOTION: Councilmember Kelly made a motion to excuse Mayor Pruitt, Councilmember Michelson seconded the motion. The motion passed unanimously.**

## **AUDIENCE COMMUNICATION:**

Michael McConnell  
3431 180<sup>th</sup> Place SE  
Bothell, Washington 98012

Mr. McConnell spoke as a fire fighter and representative of Fire District 7. He shared that the District is proud to provide the fire services they have been on a daily basis. In support of the EMS Levy, the District is doing everything they can to bring continued value to the service they provide for the citizens of Mill Creek. He thanked the Council and citizens for their continued support and stated that they look forward to providing this service to the City in the years to come.

Kathy Nielsen  
3015 146<sup>th</sup> Place SE  
Mill Creek, Washington 98012

Ms. Nielsen lives in the Cottonwood division. She asked questions of the Council about the Capital Facilities Planning Committee being disbanded and changes to the vetting process. Councilmember Todd was able to answer these questions. Ms. Nielsen asked for clarification on why citizens aren't a part of the decision making process, and what replaced the Capital Facilities Planning Committee which allowed citizens to take part in the decision making process? She also asked about the procedure for having letters read into the record when a citizen is unable to come to the meeting. City Manager Polizzotto offered to speak with Ms. Nielsen privately to answer any questions.

Didrik Voss  
15226 12<sup>th</sup> Drive SE  
Mill Creek, Washington 98012

Mr. Voss lives in the Cypress division. He read a letter written by Mary Kay Voss into the record, which included a question regarding Park & Recreation fees and whether they're consolidated into the General Fund. City Manager Polizzotto shared that these fees were not consolidated into the General Fund.

Tom Gathmann  
City of Mill Creek - Director of Special Projects  
15728 Main Street  
Mill Creek, Washington 98012

Mr. Gathmann read a letter into the record as a representative of the City of Mill Creek Management Team.

**PRESENTATIONS:**

Employee Recognition – Veterans  
(Rebecca C. Polizzotto, City Manager)

Veterans Day Events  
(Rebecca C. Polizzotto, City Manager)

**NEW BUSINESS:**

Development Agreement Regarding Community Transit's SWIFT II Bus Rapid Transit Program  
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

Community Transit is currently in the design stage for the second phase of their Swift Bus Rapid Transit (BRT) Program. BRT is often described as light rail on pavement, and operates in a different manner than typical bus service. There are no scheduled stops, but a BRT coach will arrive at a station at regular intervals (i.e. every 10 minutes). Riders simply exit and enter the coach through open doors and the bus departs after a brief stop. Tickets are sold at each station but are essentially on an honor system, with occasional spot checks for enforcement.

The Swift II route will start at a new transit center next to Boeing field, run along Airport Road and 128<sup>th</sup> / 132<sup>nd</sup> Streets to SR 527, then down SR 527 to Canyon Park in Bothell. As seen on Exhibit A in the attached Development Agreement (DA), the route will have five stops in Mill Creek, with one station in each direction.

Physical improvements will be required at each intersection with a new BRT station, which are depicted in Exhibit B of the attached DA. Each location will require construction of sidewalk improvements and a standard Swift station, which will be separate from the existing transit stops. However, major changes will be done at the 164<sup>th</sup> Street intersection, including northbound and westbound lane modifications and traffic signal reconstruction to allow for a transit queue jump.

The DA for the Swift II stations in Mill Creek is required by the Federal Transit Administration, which is providing funding. The DA also memorializes several administrative matters, such as design standards, permitting and maintenance responsibilities. As part of the DA, Community Transit has agreed to pay the City a total of \$25,000 to mitigate for storm water impacts and administrative costs.

Discussion.

The Council and staff discussed the Program and asked questions of the Community Transit representatives on site.

**MOTION: Councilmember Michelson made a motion to approve the agreement, Councilmember Todd seconded the motion. The motion passed 5-1-0 with Councilmember Kelly opposed and Mayor Pruitt excused.**

**CONSENT AGENDA:**

Approval of Checks #56113 through #56176 and ACH Wire Transfers in the Amount of \$162,350.12.

*(Audit Committee: Councilmember Bond and Councilmember Michelson)*

Payroll and benefit ACH payments in the amount of \$472,296.18.

*(Audit Committee: Councilmember Bond and Councilmember Michelson)*

City Council Meeting Minutes of October 25, 2016

There were no exceptions from the audit committee.

**MOTION: Councilmember Michelson made a motion to approve the consent agenda, Councilmember Bond seconded the motion. The motion passed unanimously.**

**REPORTS:**

Councilmember Bond updated the Council on the Snohomish County Health District Board meeting and their request for contributions from each City. He provided details of commitments other cities have made and asked the Council to consider what level of commitment it can make. Mayor Pro Tem Holtzclaw asked staff to compile the commitment levels from other cities, and City Manager Polizzotto offered to bring the information to the next meeting on November 22. Mayor Pro Tem Holtzclaw also asked that the public be advised so they may have an opportunity to provide their comments.

Councilmember Cavaleri reported that the Park & Recreation Board meeting was canceled this month so he had nothing new to report. He also thanked staff for all efforts made for the upcoming Veterans Parade and ceremony.

Councilmember Michelson reported that the Arts & Beautification Board is meeting tomorrow and will be welcoming new members. She thanked staff for the Veterans Day recognition and events. Councilmember Michelson asked City Manager Polizzotto to provide notice to the public before the pavement preservation topic is discussed by the Council. She also expressed concern regarding the

amount of items on the November 22 meeting agenda, and asked if this might be too much for one meeting. The Council discussed it and agreed to informally set aside time in their schedules for a possible meeting on November 29 in case they need additional time to discuss / adopt the new budget.

Councilmember Todd reported that the Snohomish County Cities dinner will be held next week at the Everett Holiday Inn. He also thanked staff for all the work that's going into the Veterans Day events. Councilmember Todd asked that the 35<sup>th</sup> Avenue Project Update be added to the first quarter of 2017 in the Council Planning Schedule, along with pavement preservation and a discussion regarding code changes for the property south of City Hall South.

**AUDIENCE COMMUNICATION:**

There were no comments from the audience.

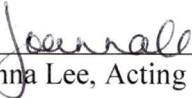
**ADJOURNMENT**

With no objection, Mayor Pro Tem Holtzclaw adjourned the meeting at 7:31 p.m.



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Brian Holtzclaw, Mayor Pro Tem



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Joanna Lee, Acting City Clerk