



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, January 8, 2019

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. 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

John Steckler, Councilmember

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

PRESENTATIONS

- B. Exploration Park Check Presentation

Snohomish County Council Chair Terry Ryan presented a check for \$100,000 to help fund Exploration Park. Councilmember Ryan thanked staff for being proactive and announced additional funding in the County's budget for play equipment at Heron Park.

NEW BUSINESS

- C. Art & Beautification Board Appointments

Councilmember Todd explained that he and Councilmember Steckler interviewed six candidates to fill three vacancies on the Art & Beautification Board.

Councilmember Todd made a motion to appoint Matt Buchanan, Benjamin Briles and Kenneth Lowery to serve on the Art & Beautification Board for a three year

term ending October 31, 2021. Councilmember Cavaleri seconded the motion. The motion passed unanimously.

D. 2019 Council Liaison Assignments

Mayor Pruitt led a discussion on City advocate positions for regional bodies and community organizations. Interim City Manager Bob Stowe briefed Council on the [Southwest Urban Growth Area \(SWUGA\) Boundary Planning Study](#). Council agreed to the updated [2019 Council Liaison Positions](#) and will check availability and interest for WRIA 8 of the new Councilmember once appointed in February.

E. Law Enforcement Officers and Fire Fighters (LEOFF) Disability Board

Interim City Manager Bob Stowe reviewed the purpose of the LEOFF Board and explained that the City was unsuccessful in establishing a Board through Interlocal Agreement with nearby cities or Snohomish County. City Manager Stowe detailed Board membership, jurisdiction, authority, and responsibilities.

Council engaged in discussion. City Attorney Scott Missall answered questions relating to travel reimbursements and will report back on the interpretation of the language. Mayor Pruitt will email the City Manager with her appointments of Councilmember Bond and Councilmember Todd to the Board.

Councilmember Todd made a motion to amend the Ordinance to update provision 4.08.040 to allow up to two members to attend meetings by phone or other electronic connection upon prior notice. Councilmember Bond seconded the motion. The motion passed unanimously.

Councilmember Todd made a motion to adopt Ordinance 2019-844, AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, ADOPTING MILL CREEK MUNICIPAL CODE CHAPTER 4.08 ENTITLED LEOFF 1 DISABILITY BOARD; ESTABLISHING A LAW ENFORCEMENT OFFICERS AND FIRE FIGHTERS DISABILITY BOARD PURSUANT TO RCW 41.26.110; AND ESTABLISHING AN EFFECTIVE DATE. Councilmember Bond seconded the motion. The motion passed unanimously.

F. Adoption of Personnel Policies

Interim City Manager Bob Stowe reviewed previous policy discussions and directed Council to the redline strikeout version of the policy included in the packet to help clarify issues identified at previous meetings. City Manager Stowe summarized key policy changes and explained that the Personnel Administration Manual presents how the proposed policies will be implemented.

Council engaged in discussion. Human Resources Manager Charlie Eikenberry participated in discussion. Staff will report back later in the year with information regarding various performance management systems, including the advantages and disadvantages to linking pay to performance.

Councilmember Cavaleri made a motion to approve Resolution 2019-577 updating the City's Personnel Policies. Councilmember Bond seconded the motion. The motion passed unanimously.

STUDY SESSION

G. 2019 Community Events

Director of Communications & Marketing Joni Kirk led a study session highlighting 2018 event outcomes, including community attendance, staff time, sponsorship involvement and sustainability. Director Kirk reviewed 2019 proposed community events and recommendations, and detailed key changes to the Memorial Day Parade and Farmers Market.

Council engaged in discussion and would like this topic to be brought back at a future meeting.

H. Community Funding Discussion

Interim City Manager Bob Stowe led a study session on potential approaches to funding non-profit social service groups or neighborhood organizations. Council identified the City's limited resources and would like a policy discussion to be brought back at a future meeting.

CONSENT AGENDA

- I. Approval of Checks #59549 through #59685 and ACH Wire Transfers in the Amount of \$1,376,773.45
(Audit Committee: Councilmember Todd and Councilmember Steckler)
- J. Payroll and Benefit ACH Payments in the Amount of \$461,611.48
(Audit Committee: Councilmember Todd and Councilmember Steckler)
- K. City Council Meeting Minutes of September 11, 2018
- L. City Council Meeting Minutes of September 25, 2018

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

REPORTS

M. Mayor/Council

Mayor Pruitt issued a proclamation recognizing January 21, 2019 as Martin Luther King Jr. Day.

Councilmember Todd thanked staff for participating in the AWC Wellness Program.

Councilmember Todd recognized tomorrow as National Law Enforcement Day and thanked Chief Elwin and the Department for all they do.

N. City Manager

- Council Planning Schedule

Interim City Manager Bob Stowe invited Council to join the Leadership Team as they participate in the Municipal Research and Services Center (MRSC) Ethical Considerations webinar on January 16.

Interim City Manager Bob Stowe led a discussion regarding the formation of a community panel to help evaluate city manager finalists on Friday, March 22. Each Councilmember will bring a community panel nomination to the January 22 Council meeting.

O. Staff

- Veterans Service Center
- Potential Meeting and Adoption of a Ship from Naval Station Everett
- Nextdoor Recommendation
- Design Review Board Meeting Minutes of November 15, 2018

Interim City Manager Stowe reported that staff will be attending a meeting on January 16 to learn about Veterans Service Center regulations and requirements and will report back to Council. Mayor Pruitt advised the City Manager that there are already people in the community that handle Veteran services. Council engaged in discussion.

Interim City Manager Bob Stowe reported that City staff will meet with Command staff at Naval Station Everett to discuss the symbolic adoption of the USS Ralph Johnson. City Manager Stowe asked Council to email him if they are interested in participating in the meeting and touring the ship. Parade Coordinator Jon Ramer explained adoption obligations and expectations.

Interim City Manager reported that staff will be conducting a trial usage of the social media platform Nextdoor and will report back to Council in July. Director of Communications & Marketing Joni Kirk identified pros and cons of the platform based on current research. Council engaged in discussion.

AUDIENCE COMMUNICATION

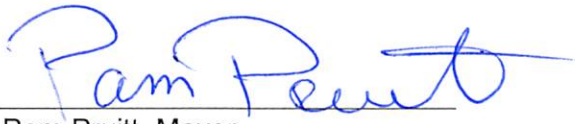
P. Public comment on items on or not on the agenda

Jon Ramer, Mill Creek resident and City Parade Coordinator, explained why parade participation would be greater on Armed Forces Day rather than on Memorial Day.

Carmen Fisher, a Mill Creek resident, asked Council to consider parking accommodations for the Farmers Market. Ms. Fisher expressed her thoughts on how people understand the difference between Veterans Day and Memorial Day. Ms. Fisher reported that she is available on March 22 to participate in the city manager finalist community panel.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:28 p.m.



Pam Pruitt, Mayor



Gina Pfister, City Clerk