



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, April 9, 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

Stephanie Vignal, Councilmember

Councilmembers Absent:

PRESENTATIONS

A. AMVETS Post 2018

Mill Creek AMVETS Post 2018 Member Jon Ramer presented Councilmember Cavaleri with a plaque to acknowledge his support and donation of an American Flag for the Post to display in a permanent location.

AUDIENCE COMMUNICATION

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

Jon Ramer, a Mill Creek resident, expressed concerns over his experience with Peckham & McKenney, Inc. as a City Manager applicant.

PRESENTATIONS

C. Proclamation: National Volunteer Week

Mayor Pruitt proclaimed the week of April 7-13, 2019, as National Volunteer Week in the City of Mill Creek and to honor the hard work and selfless dedication of our volunteers who make Mill Creek a better place to live and work.

OLD BUSINESS

D. Settlement Agreement Between the City of Mill Creek and Comcast Regarding Franchise Fee Audit and Review

Director of Finance & Administration Peggy Lauerman reviewed background of the franchise fee payment obligations and briefed Council on Comcast's responsibility for reimbursing the City. Director Lauerman explained how Comcast is legally able to pass through all franchise fee payments to current subscribers so long as the amount does not exceed 5% of gross revenues.

Council engaged in discussion. Director Lauerman will contact Cohen Law Group to negotiate a new settlement agreement forgoing the reimbursement if Comcast will pay the audit fee and not pass down the cost to their customers. The item will come back to Council at a later date.

NEW BUSINESS

E. City Manager Contract Authority and Procurement Procedures

Interim City Manager Bob Stowe explained conflict between Mill Creek Municipal Code 2.08.140 and the City's current procurement procedures. City Manager Stowe detailed proposed modifications to the City Manager's contract authority to help resolve the conflict.

Council engaged in discussion. Consensus was not to increase the City Manager's contract authority.

F. Public Works Bucket Truck Replacement

Director of Public Works & Development Services Gina Hortillosa gave Council a brief overview of bucket trucks, the current state of the City's bucket truck, and Occupational Safety and Health Administration (OSHA) regulated guidelines. Public Works Supervisor Nathan Beagle reviewed the City's need for a bucket truck, and described features and capabilities of the proposed new bucket truck. Director Hortillosa reviewed truck costs.

Council engaged in discussion.

Handout: [PowerPoint presentation](#)

Councilmember Steckler made a motion to authorize the City Manager to execute a Capital Asset Request for the purchase of a new Ford F-550 Truck with a Dur-A-Lift DTAX-39FP 39 foot Aerial Lift in an amount not to exceed \$129,225.27. Councilmember Bond seconded the motion. The motion passed unanimously.

STUDY SESSION

- G. Consultant Contract for Mill Creek Boulevard Land Use and Infrastructure Subarea Plan

Director of Public Works & Development Services Gina Hortillosa explained the main purposes of the project; to prepare for the eventual redevelopment of the Mill Creek Boulevard Corridor in the area between Town Center and 164th Street SE, and to provide a framework to multiple capital improvements.

Mandi Roberts, Vice President of The Otak Team, led Council through a [PowerPoint](#) presentation highlighting Otak's qualifications, project approach, relevant experience, and robust plan for stakeholder and community engagement. Ms. Roberts asked Council for input on an advisory committee.

Council engaged in discussion. Interim City Manager Bob Stowe asked Council to start thinking about a process to appoint and utilize a steering committee.

- H. Dobson-Remillard-Cook Properties Vision Meeting

Interim City Manager Bob Stowe reviewed property history and facilitated a study session with the Council to initiate and identify some potential visions and big ideas that will start to shape how the Council may move forward with fulfilling the City's tourism and recreational goals. City Manager Stowe presented a [slideshow](#) noting past visions and additional ideas including a multi-use facility and other potential ideas. City Manager Stowe briefed Council on potential partnership opportunities with Sno King Amateur Hockey, YMCA of Snohomish County, Boys & Girls Club of Snohomish County, and Mill Creek Little League.

CONSENT AGENDA

- I. Approval of Checks #59975 through #60117 and ACH Wire Transfers in the Amount of \$1,858,412.17
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- J. Payroll and Benefit ACH Payments in the Amount of \$287,781.64
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- K. Payroll and Benefit ACH Payments in the Amount of \$207,787.13
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- L. City Council Meeting Minutes of December 11, 2018

Mayor Pro Tem Holtzclaw made a motion to approve the consent agenda. Councilmember Todd seconded the motion. The motion passed unanimously.

REPORTS

- M. Mayor/Council

Mayor Pruitt reminded Council to complete their F-1 forms and have them filed with the Public Disclosure Commission by May 1.

Councilmember Steckler reported that he will be attending the community engagement event hosted by community service organizations at Arena Sports on April 11 and encouraged Council and the public to attend.

Councilmember Cavaleri thanked the Mill Creek AMVETS post for their gesture of appreciation.

Councilmember Cavaleri reported that he is looking forward to the Mill Creek Sports Park grand reopening on Saturday. Director of Public Works & Development Services Gina Hortillosa reported that due to the recent rain, the turf may not be ready and that she will know more after she meets with the contractor tomorrow.

Mayor Pro Tem Holtzclaw reported that he will also be attending the community engagement event at Arena Sports on Thursday.

Mayor Pro Tem Holtzclaw asked staff to contact the Mill Creek Chamber of Commerce to schedule a presentation on their evolution from a business association to a chamber.

Mayor Pro Tem Holtzclaw reported that he attended a Southwest Urban Growth Area (SWUGA) boundary study workshop hosted by Snohomish County. Mayor Pro Tem Holtzclaw stated there is denial regarding the challenge this region faces to accommodate the projected growth over the next 30 years.

Councilmember Todd inquired about the community engagement event at Arena Sports on Thursday.

- N. City Manager
 - Council Planning Schedule

AUDIENCE COMMUNICATION

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

Carmen Fisher, a Mill Creek resident, commented on the Comcast Settlement Agreement discussed early in the meeting. Ms. Fisher agreed with Councilmember Steckler's idea of a performance arts auditorium to be included on one of the City owned properties bordering the Mill Creek Sports Park. Ms. Fisher complimented Council's selection of the new City Manager.

Jon Ramer, a Mill Creek resident, also agreed with Councilmember Steckler's idea of a performing arts center. Mr. Ramer reported to Council that he would like to be considered as an advisory committee member for the Mill Creek Blvd visioning process.

At 8:20 p.m. Mayor Pro Tem Holtzclaw made a motion to extend the meeting up to 9:30 p.m. Councilmember Vignal seconded the motion. The motion passed unanimously.

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

- P. At 8:20 p.m. Council recessed to executive session up to 9:30 p.m. to:
- To evaluation the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g)
 - Consideration of real estate matters pursuant to RCW 42.30.120(1)(b)(c)

The executive session ended at 9:01 p.m. No action was taken.


RECONVENE TO REGULAR SESSION

- Q. The meeting reconvened to regular session at 9:01 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:01 p.m.


Pam Pruitt, Mayor


Gina Pfister, City Clerk