



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, July 23, 2019

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

Minutes are the official record of Mill Creek City Council meetings. Minutes summarize the council meeting and documents any actions taken by City Council.

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:

AUDIENCE COMMUNICATION

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

Wil Nelson, a Mill Creek resident, commented on popular tourist venues in the area. Mr. Nelson also commented on the proposed HAWK signal on 132nd St SE and would like to see further crash data.

OLD BUSINESS

B. East Gateway Urban Village (EGUV) Spine Road West Connection (Phase 1) - Professional Services Contract

Director of Public Works & Development Services Gina Hortillosa led Council through a [presentation](#) requesting the approval of a [professional services agreement](#) with Gray and Osborne detailing:

- Project background - Long-term vision of the City in the Comp. Plan since 2015, 2019-2024 CIP
- Zone developments - Six zones within the Spine Road project
- Purpose and need of the project - Safety, mobility, connectivity
- Project parameters - Phase 1 is between 39th Ave. SE and 44th Ave., Right-of-way only
- Scope of services - Right-of-way, surface water review, and pedestrian easement
- City of Mill Creek right-of-way procedures - Survey, legal descriptions, appraisals, negotiations, and agreements
- Next steps

[Agenda Summary - EGUV Spine Road West Connection - Professional Services Contract](#)

[Attachment A - Aerial Map of Parcels in EGUV](#)

[Attachment B - 2019-2024 CIP EGUV Spine Road West Connection Project Sheet](#)

[Attachment C - Contract Professional Services - Gray & Osborne](#)

[Attachment D - City of Mill Creek Right of Way Procedures Approval by WSDOT](#)

[Attachment E - FHWA Functional Classification for Spine Road](#)

[Attachment F - PowerPoint Presentation](#)

Councilmember Todd made a motion to authorize the City Manager to execute a contract with Gray & Osborne, Inc. for engineering and right-of-way services for property acquisition needed for future construction of East Gateway Urban Village (EGUV) Spine Road West Connection (Phase 1) and relocation of existing drainage pond in an amount not to exceed \$118,200. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

- C. 132nd Street Mid Block Crossing - Pedestrian and Bicycle Safety Program Grant Award

Director of Public Works & Development Services Gina Hortillosa led Council through a PowerPoint [presentation](#) detailing:

- Corridor background - 35,000 vehicles per day and a recurring pattern of pedestrian crossings
- Engineering options - HAWK signal vs. Pedestrian signal
- Grant application details - \$75,000 in City match for a \$675,000 State grant (project estimated \$750,000)
- Timeline - Design to begin in September, 2019

Scott Missall, City Attorney addressed questions about risk to the City.

[Agenda Summary - 132nd Street Mid Block Crossing Grant Award](#)

[Attachment A - Pedestrian and Bicycle Safety Program Grant Award](#)

[Attachment B - Resolution Accepting Grant for Mid Block Crossing](#)

[Attachment C - PowerPoint Presentation](#)

Council engaged in discussion.

Councilmember Todd made a motion to adopt Resolution 2019-580 to accept a pedestrian and bicycle safety program grant in the amount of \$675,000 for the 132nd St SE Mid-Block Crossing Pedestrian Project with the stipulation that Staff seek Council approval for spending beyond design costs. Councilmember Steckler seconded the motion. The motion failed 5-2.

NEW BUSINESS

D. Heron Park Professional Services Contract

Supervising Engineer Matthew Feeley led Council through a PowerPoint presentation regarding a professional services agreement with Blueline Group for design services for the Heron Park upgrade project. The following were items discussed:

- Purpose and need of the project - Aging of existing playground equipment and the picnic shelter roof
- Consultant scope of services - Design, public outreach, bidding and construction phase
- Project funding - Interlocal agreement (ILA) with Snohomish County
- Next steps

[Agenda Summary - Heron Park Play Area Upgrades - Professional Services](#)

[Attachment A - Contract for Professional Services with Blueline Group](#)

[Attachment B - 2019-2024 CIP Heron Park Play Area Upgrades Project Sheet](#)

[Attachment C - PowerPoint Presentation](#)

Council engaged in discussion.

Councilmember Cavaleri made a motion to authorize the City Manager to execute a contract with Blueline Group for design services for the Heron Park Play Areas Upgrades Project in an amount not to exceed \$58,900. Councilmember Vignal seconded the motion. The motion passed unanimously.

E. Storm Pipe C Failures - Design Professional Services Contract

Director of Public Works & Development Services Gina Hortillosa and Supervising Engineer Matthew Feeley led Council through a PowerPoint [presentation](#) that reviewed the 2018 Storm Pipe Repair Prioritization recommendations for surface water aging infrastructure and requested that Council approve a professional services agreement with Gray and Osborne for the design phase of the repair. The following were items discussed:

- Surface water program review - Storm Pipe Program prioritization: 20 F faults, 137 C faults
- Professional services contract - Construction recommendations, bid documents, and design support services

- Financial overview - Surface Water Fund in the City's 2019-2024 Capital Improvement Plan
- Next steps - Proposed timeline of repairs

[Agenda Summary - Surface Water Pipe Repairs - C Failures - Professional Services Contract](#)

[Attachment A - Contract for Professional Services with Gray and Osborne, Inc.](#)

[Attachment B - Pages 5-7 from City of Mill Creek Storm Pipe Repair Prioritization Memo](#)

[Attachment C - PowerPoint Presentation](#)

Council engaged in discussion.

Councilmember Steckler made a motion to authorize the City Manager to execute a professional services contract with Gray and Osborne, Inc. for the design work on the Surface Water Aging Infrastructure 2020 Grade C Pipe Repairs Project in an amount not to exceed \$104,560. Councilmember Cavaleri seconded the motion. The motion passed unanimously.

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

F. Lodging Tax Advisory Committee (LTAC) Small Grant Funding Opportunity

Communications & Marketing Coordinators Meredith Cook and Gordon Brink discussed grant opportunities from the Snohomish County Tourism Bureau to put towards the 2020 Memorial Day and Veterans Day marketing and advertising efforts. The following were items discussed:

- Grant requirements
- Advertising plans

[Agenda Summary - Lodging Tax Advisory Committee Small Grant Funding Opportunity](#)

[Attachment 1 - Snohomish County Hotel Motel Small Fund Grant Application](#)

[Attachment 2 - Resolution](#)

Council engaged in discussion.

Councilmember Todd made a motion to approve Resolution 2019-580 authorizing the City Manager to sign the grant application to the Snohomish County Lodging Tax Advisory Committee - Hotel/Motel Small Grant Fund. Councilmember Cavaleri seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- G. Approval of Checks #60573 through #60647 and ACH Wire Transfers in the Amount of \$575,992.87

(Audit Committee: Councilmember Todd and Councilmember Vignal)
[Check Vouchers](#)

H. Payroll and Benefit ACH Payments in the Amount of \$406,797.95
(Audit Committee: Councilmember Todd and Councilmember Vignal)
[Payroll Vouchers](#)

I. Special City Council Meeting Minutes of March 12, 2019
[Special Council Meeting - 12 Mar 2019 - Minutes - Html](#)

J. City Council Meeting Minutes of March 12, 2019
[Regular Council Meeting - 12 Mar 2019 - Minutes - Html](#)

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

REPORTS

- K. Mayor/Council
- [Snohomish County Light Rail Communities](#)

Mayor Pruitt reported that she attended the All Smiles Dentistry grand opening event.

Mayor Pruitt stated that Mill Creek City Council has been asked to sign a letter of support for the Community Transit Orange line.

Councilmember Steckler reported that the Art and Beautification Board Great Garden award winners will be announced later this month.

Councilmember Steckler reminded Council that the History of Mill Creek Project boards are on display in the lobby and final input is due.

Councilmember Steckler encouraged attendance at Party in the Parks at Mill Creek Sports Park on Thursday.

Councilmember Vignal attended the Housing Authority Regional Task Force (HART) meeting last week in place of Mayor Pro Tem Holtzclaw

Councilmember Vignal reported that she attended the Mill Creek Festival both days and that the festival was very well received.

Councilmember Vignal encouraged attendance at Party in the Parks at Mill Creek Sports Park on Thursday.

Councilmember Todd thanked Kevin Giboney and Heidi Butz with the Mill Creek Chamber of Commerce for their hard work to make the Mill Creek Festival happen.

Councilmember Todd also recognized the funds generated for high school student scholarships.

Councilmember Todd attended the Snohomish County Cities (SCC) meeting last week and reported that the State legislature is offering a portion of sales tax revenue for cities to use the money towards affordable housing. He also noted that time is running out for adopting and enacting a resolution if Council intends to take part.

Councilmember Todd attended the Light Rail Communities meeting and reported that station siting is happening soon and encouraged Council and the community to provide feedback on the planning efforts.

Councilmember Todd spoke regarding Vision 2050 and the growth impacts on Mill Creek as well as the region. He encouraged the City Manager and Councilmembers to attend PSRC's Short Course on Local Planning on September 17, 2019.

L. City Manager

- [Council Planning Schedule](#)

M. Staff

- [Park & Recreation Board Meeting Minutes of May 1, 2019](#)

AUDIENCE COMMUNICATION

N. There were no public comments on items on or not on the agenda.

RECESS TO EXECUTIVE SESSION

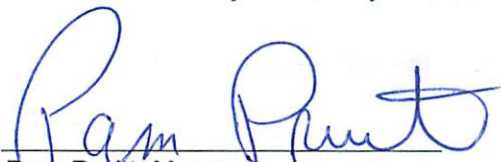
(Confidential Session of the Council)

- O. At 8:55 pm Council recessed into Executive Session until 9:30 pm:
To discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g)
- To discuss items related to litigation pursuant to RCW 42.30.110(1)(i)


Executive Session concluded at 9:25 pm. No action was taken.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:26 pm



Pam Pruitt, Mayor



Naomi Fay, Interim City Clerk