



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, May 5, 2020

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 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](#).

City of Mill Creek Virtual Council Meeting Info

Due to the COVID-19 pandemic, the City of Mill Creek has established a virtual and audio meeting for the Council meetings.

Call in Number:

- You may call one of these phone numbers and enter the access code:
- United States (Toll-Free): 1 866 899 4679
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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.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Steckler.

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. No public comment on items on or not on the agenda were given.

PRESENTATIONS

B. COVID 19 Update
(Grace Lockett, Interim Chief of Staff)

City Manager Michael Ciaravino introduced Interim Chief of Staff Grace Lockett to give an update on the COVID 19 pandemic.

Ms. Lockett presented to Council an update on the following:

- National, State and Local Statistics
- COVID 19 Related Unemployment Statistics
- [Governor Inslee's Phase 4 Re-entry Plan](#).

Council engaged in discussion and Q & A.

STUDY SESSION

C.
Heron Park Public Access and Ownership
(Gina Hortillosa, Director of Public Works and Development Services)

Director Hortillosa updated Members of Council on topics pertaining to ownership and the responsibility of maintenance at Heron Park. The following is a summary of what was presented:

- On February 11, 2020, Council awarded a contract to Neptune Marine LLC for the construction of the Heron Park Play Area Upgrades Project (CIP 19-PARK-01) in an amount not to exceed \$325,422.50.
- Heron Park consists of three parcels. Two parcels are owned by the City of Mill Creek and the other parcel is owned by the Parkside Home Owners Association (HOA).
- The Rotary Club of Mill Creek has expressed interest in donating time and materials to replace the decking of a small pedestrian bridge located on the west end of the Park.
- As per RCW 35.21.100 (Donations –authority to accept and Use), Members of Council will need to approve an ordinance to accept money and/or property donated.

Council engaged in a discussion and directed the City Manager and staff to work with legal counsel to prepare an ordinance, an agreement with the Rotary Club, and letter to the Parkside HOA.

D. Rectangular Rapid Flashing Beacons (RRFBs) Solar Option Update
(Gina Hortillosa, Director of Public Works and Development Services)

Director Hortillosa provided an update to Members of Council regarding the RRFB Group A and Group B Installation Project. The following updates were given:

- In March, the City advertised the RRFB Group A and Group B Installation Project.
- The City opened one bid on March 17, 2020 from Transportation Systems, Inc.
- The deadline for contract award or bid rejection has been extended to May 29, 2020.
- City staff is assessing the feasibility of upgrading the existing solar RRFBs (Group A) and has reached out to TAPCO (the RRFB manufacturer) and other agencies to learn more about battery replacement.

Council engaged in discussion.

E. Status Update Cook Property Land Use
(Gina Hortillosa, Director of Public Works and Development Services)

City Manager Michael Ciaravino briefed Members of Council with the current status of Cook Property located at 13628 North Creek Drive, south of and adjacent to the Heatherwood Apartments. A single family home exists on the property. The update included the use and condition of the property. City Manager Ciaravino discussed with Members of Council the historical use and possibilities for the property. Council engaged in a discussion. City staff will obtain cost estimates for the demolition of Cook Property to be presented at a future Council meeting.

F. Memorial Day Update
(Michael Ciaravino)

City Manager Michael Ciaravino and the Communications and Marketing team updated Members of Council on the Virtual Memorial Day Ceremony and reverse parade.

Council engaged in discussion and Q & A.

CONSENT AGENDA

G. City Council Meeting Minutes of April 28, 2020

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

REPORTS

H. Mayor/Council

Mayor Pruitt reported that the following were suggestions to honor, recognize, and support the graduating seniors from the Jackson High School (JHS) Class of 2020:

- Issue a Proclamation in recognition of the JHS Graduating Class of 2020.
- Proclaim a "Spirit Week" by decorating and posting signs and banners to congratulate the graduating seniors.

- Post posters of recognition and signage on social media platforms and the City of Mill Creek website.
- Decorate cars and have a Class of 2020 Graduation Car Parade throughout the City of Mill Creek.
- Congratulatory posters created by students to be seen on City website and social media platforms.

Council engaged in discussion. **Councilmember Todd** reported that the Mill Creek Chamber of Commerce will donate towards the efforts of recognizing the Class of 2020.

Councilmember Cavaleri reported that it is important to support the senior citizen community and suggested to designate or liaison be appointed in order to help seniors in the community during the public health pandemic.

Council engaged in discussion.

Councilmember Vignal reported that May 4 through May 8, 2020 is Teacher Appreciation Week and noted that by recognizing the Graduating Class of 2020 the City of Mill Creek helps to build community.

Councilmember Todd reported that he supports the idea of helping the City of Mill Creek's senior citizens and referenced the Northshore Senior Center and the services they provide.

As a Mill Creek Chamber of Commerce Board Member, Councilmember Todd informed the public and Members of Council that the Chamber's Annual Mill Creek Festival has been postponed until an alternative date is decided upon. He also noted that the first concert of the Chamber's Summer Concert Series has been cancelled. For more info on the Mill Creek Chamber of Commerce [click here](#).

- I. City Manager Michael Ciaravino requested to extend to the Proclamation of Emergency to May 31, 2020. **Councilmember Steckler made a motion to extend the Proclamation of Emergency to May 31, 2020. Councilmember Vignal seconded the motion. The motion passed unanimously.**

AUDIENCE COMMUNICATION

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

Mill Creek resident, Barbara Heidel commented on Councilmember Cavaleri's statements regarding Mill Creek Senior Citizens. She noted that it is important to reach out to this community during this public health crisis.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 7:28 p.m.


Pam Pruitt, Mayor


Naomi Fay, Interim City Clerk