



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, June 23, 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 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](#).

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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 Mark Bond.

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

Barbara Heidel, City of Mill Creek resident commented that the 2020 Graduating Senior Car Parade was wonderful and that graduating seniors were very enthusiastic.

Jon Ramer, City of Mill Creek resident shared his feedback and disappointment regarding the City of Mill Creek's Memorial Day event.

Ruth Griffith requested the formation of a racial equity board at the City of Mill Creek, or some equivalent, to serve in an advisory capacity to the City administration.

Carmen Fischer, City of Mill Creek resident commented on the following: that she supports the idea of a racial equality board; that she appreciated Council proclaiming June as Pride Month; and that she is disappointed with the announcement of City of Mill Creek employee layoffs.

PRESENTATIONS

B. [Pride Month Proclamation](#)

Mayor Pruitt and Members of Council issued a Proclamation to proclaim June 2020 as Lesbian, Gay, Bisexual, Transgender and Queer Pride Month.

OLD BUSINESS

C. Heron Park Acceptance of Donation Ordinance Adoption

City Manager Michael Ciaravino and Planning Supervisor Tom Rogers informed Members of Council that in order for the City of Mill Creek to accept a donation of labor and materials for the replacement of a pedestrian bridge deck in Heron Park Ordinance No. 2020-861 would need to be adopted.

RCW 35.21.100 (Donations—Authority to accept and Use) allows Cities and Towns to, by ordinance, accept money or property donated and Ordinance 2018-834 authorizes the monetary material donations. However, the definition of “donation” does not address donations of labor. Section 2.B. of Ordinance 2018-834 provides that the City Council may approve non-monetary donations.

Council engaged in discussion.

[R2 Agenda Summary Heron Park Donation Acceptance Ordinance and Agreement \(002\)](#)

[R2 Attachment 1 Ordinance Heron Park Donation](#)

[Attachment 1.1 Agreement for the Construction of Pedestrian Bridge Heron Park](#)

[Attachment 1.1.1 Attachment Exhibit 1 Agreement for the Construction of Pedestrian Bridge](#)

Councilmember Cavaleri motioned to adopt Ordinance No. 2020-861 accepting the donation of labor and materials for the replacement of a pedestrian bridge deck in Heron Park and authorizing the City Manager to execute an agreement with the Mill Creek Rotary Foundation for the construction of a pedestrian bridge deck in Heron Park. Councilmember Bond seconded the motion. The motion passed 5-1-1 with Councilmember Todd voting against and Councilmember Steckler abstaining for reasons of conflict with the administrative process and the need to repair the bridge.

NEW BUSINESS

- D. Addendum No. 1 To Contract 2018-1461 For Building Plan Review Consultant Services

Tom Rogers, Planning Supervisor recommended Members of Council authorize the City Manager to execute Addendum No. 1 to Contract 2018-1461 for building plan review consultant services with Pacific Rim. The addendum is to increase the maximum amount of the contract to a not to exceed amount of \$138,822.95 and reduce the contract Fixed Rate fee from 70% to 60% for City plan review services. .

Council engaged in discussion.

[Agenda Summary - Pacific Rim Addendum No. 1](#)
[Attachment A 2018-1461 Signed Contract](#)
[Attachment B Outstanding Invoices](#)
[Attachment C Consultant Contract Addendum](#)

Mayor Pro Tem Holtzclaw made a motion to authorize the City Manager to execute Addendum No. 1 to Contract 2018-1461 for building plan review consultant services with Pacific Rim to:

- 1) increase the maximum amount of the contract not to exceed amount of \$138,822.95; and
- 2) reduce the contract Fixed Rate fee from 70% to 60% for City plan review services.

Councilmember Todd seconded the motion. The motion passed 6-1-0 with Councilmember Steckler voting against.

- E. An Ordinance Of The City Of Mill Creek, Washington To Amend The Mill Creek Municipal Code Section 6.08.10 Providing The Ability To Appeal The Declaration Of A Potentially Dangerous Animal

City Manager Michael Ciaravino introduced the topic requesting adoption of the Ordinance because the current Ordinance does not allow for a right to appeal.

Acting Chief Scott Eastman further briefed Members of Council on the Mill Creek Municipal Code Section 6.08.10, which authorizes the City's animal control authority to declare an animal potentially dangerous if the animal control authority has probable cause to believe that the animal falls within the definition of "potentially dangerous animal" as set forth in MCMC 6.02.060. Since the current Ordinance does not have an appeal process in place, the adoption of this ordinance would provide an opportunity.

[R2 AIS - Ordinance to Amend Chapter 6.08 MCMC](#)
[R2 Attachment A Proposed Ordinance to amend MCMC 6.08](#)
[Attachment B MCMC 6.08 - Redline changes version](#)
[R1 Attachment C MCMC 6.08 - Changes accepted version](#)
[Attachment D MCMC 6.20 Non-judicial Appeals](#)

Councilmember Cavaleri made a motion to adopt Ordinance 2020-862 amending the Mill Creek Municipal Code Section 6.08.10 related to the appeal of a proclamation of a Potentially Dangerous Animal. Councilmember Steckler seconded the motion. The motion passed unanimously.

STUDY SESSION

F. COVID-19 Revenue Projections

City Manager Michael Ciaravino introduced the study session to Members of Council with a brief overview of the intention to keep Council informed with frequent presentations and updates regarding the financial picture as a result of the COVID-19 pandemic. Director of Finance Jeff Balentine presented members of Council with a PowerPoint [presentation](#).

[6-23-20 Finance Agenda Summary](#)
[June 23 2020 COVID-19 Projected Impacts COMC](#)
[Economic and Revenue Attachment A - Forecast Council Economic Revenue Update June15 2020](#)

CONSENT AGENDA

- G. Approval of Checks #62078 through #62133 and ACH Wire Transfers in the Amount of \$1,092,303.41**
[Check Vouchers](#)
- H. Payroll and Benefit ACH Payments in the Amount of \$281,709.22**
[Payroll Vouchers](#)
- I. [City Council Meeting Minutes of June 2, 2020](#)**
June 2, 2020 meeting minutes were pulled from the agenda

Councilmember Cavaleri motioned to pass the consent agenda. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

REPORTS

J. Mayor/Council

Mayor Pruitt provided update on a conference call she participated in with Snohomish County and the Health District. The following are items she reported: Governor Inslee statewide mandated the wearing masks in public; the personal protective equipment (PPE) warehouse and the Angel of the Winds facility had been moved to the Evergreen Fairgrounds; the County continues to fulfill bulk orders for PPE as they provide to those in need such as healthcare workers and first responders; and the County is preparing the Phase 3 application to be submitted as long as the requirements of Phase 3 are met. Mayor Pruitt continued her report with an update on COVID 19 statistics.

Councilmember Steckler reported that he will be participating in the virtual Association of Washington Cities (AWC) Conference along with Councilmember Todd and Councilmember Vignal. Secondly Councilmember Steckler thanked those members of City Staff whose efforts contributed to the coordination of the 2020 Graduating Senior Car Parade and said it was executed flawlessly. He also thanked all citizens and participants that took part in the event.

Councilmember Cavaleri commented on an issue that is being discussed throughout the country regarding de-funding the police. He said that public safety is a top priority and that he does not intend on de-funding the City of Mill Creek Police Department.

Councilmember Vignal wanted to thank the City Manager, Acting Chief Eastman and all of staff who put forth their efforts towards the Graduating Seniors Car Parade. She said that it was heartwarming experience for all who joined. Councilmember Vignal requested an update regarding the preschool program and more information on what it would require to form an equity board. She also reported that she will be participating in the AWC Conference.

Councilmember Todd reported on the following meetings:

- County Councilmember Jared Mead was a speaker at the Mill Creek Chamber of Commerce and shared information on the County's programs to support local businesses. Councilmember Todd encouraged other Councilmembers to attend the Chamber of Commerce meetings in the future;
- Participation in the AWC Conference and noted that he began his participation that day and attended workshop sessions and found the information valuable and mentioned that he will share notes with Council after the conclusion of the conference;
- Snohomish County Committee for Improved Transportation (SCCIT) meeting update;
- Sound Transit meeting update.

Councilmember Todd requested information from staff on an issue with a homeowner regarding whether or not property is considered a wetland.

Councilmember Todd requested an update on the 7C's Swim Project. The binding site plan has gone to the Hearing Examiner and will be coming before Council for the

approval of an easement in July. Councilmember Todd stated his concern that the project not be delayed due to inaction by the City and would like information sooner than later.

Councilmember Todd also requested to schedule City Manager review process in July to discuss and collect information on future goals for the City.

K. City Manager

City Manager Michael Ciaravino reported on the following:

- Washington Cities Insurance Authority (WCIA)'s new risk management Covid-19 Tool Kit that is available on the WCIA website. To find out more click on: [WCIA Covid-19 Tool Kit](#).
- Mill Creek playgrounds and equipment are open as well as the bathrooms, and signage has been installed encouraging people to take appropriate precautions with regards to sanitation and social distancing; and
- the City is exploring new technology systems to enhance the City's website to enhance emergency communications.

AUDIENCE COMMUNICATION

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

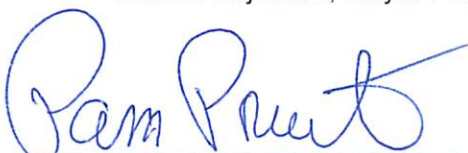
Mill Creek resident Barbara Heidel requested information regarding the opening of City Hall. City Manager Ciaravino gave an update of the re-entry plan for City Hall.

Mill Creek resident Jon Ramer commented on the announcement of City Hall employee layoffs and hiring freeze at the City of Mill Creek. Mr. Ramer requested information on the budget.

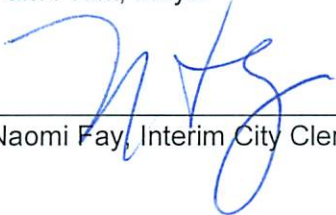
Kim Mason-Hatt, City of Mill Creek employee and AFSCME Union President, made comments regarding the layoffs at the City of Mill Creek.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:07 p.m.



Pam Pruitt, Mayor



Naomi Fay, Interim City Clerk