



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, April 13, 2021

Virtual and Audio Meeting Format during COVID-19 Pandemic

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](#).

VIRTUAL MEETING INFO

Join Zoom Meeting

<https://zoom.us/j/93941768527>

Meeting ID: 939 4176 8527

One tap mobile

[+12532158782](tel:+12532158782).,93941768527# US (Tacoma)

[+16699006833](tel:+16699006833).,93941768527# US (San Jose)

CALL TO ORDER

Mayor Holtzclaw 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 Mayor Holtzclaw.

ROLL CALL

Councilmembers Present:

Brian Holtzclaw, Mayor
Stephanie Vignal, Mayor Pro Tem
Vince Cavaleri, Councilmember
Mark Bond, Councilmember
John Steckler, Councilmember
Benjamin Briles, Councilmember
Adam Morgan, Councilmember

Councilmembers Absent:

RECESS TO EXECUTIVE SESSION

- A. Without objection, Mayor Holtzclaw amended the agenda to recess to executive session at the beginning of the meeting to discuss potential litigation pursuant to RCW 42.30.110(l)(i) and one security item pursuant to RCW 42.30.110(a).

At 6:02 p.m., Council recessed into executive session for 15 minutes.

At 6:17 p.m., Council extended the executive session to 6:22 PM.

At 6:22 p.m., Council extended the executive session to 6:27 PM.

At 6:27 p.m., Council extended the executive session to 6:32 PM.

At 6:32 p.m., Council extended the executive session to 6:37 PM.

At 6:37 p.m., Council reconvened the regular meeting.

AUDIENCE COMMUNICATION

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

Melissa Duque, Park and Recreation Board Chair, requested that the appointments for the Park & Recreation and Planning Board be moved up on the agenda to accommodate candidates.

Wil Nelson, a Mill Creek resident, spoke about potential population growth in the Mill Creek area.

Carmen Fisher, a Mill Creek resident, spoke about city employees' health and safety while considering the reopening of City Hall.

Without objection Mayor Holtzclaw amended the agenda items regarding appointments to come before Old Business.

PRESENTATIONS

C. Earth Day Proclamation

Mayor Holtzclaw read a [proclamation](#) declaring April 22, 2021 Earth Day in the City of Mill Creek.

[Earth Day 2021](#)

NEW BUSINESS

D. Planning Commission Board Appointments (Mayor Holtzclaw and Councilmember Morgan)

Councilmember Morgan began the discussion by stating that the Planning Commission had two open positions with terms running from May 1, 2021 through April 30, 2024 and thanked all who applied.

Councilmember Morgan made a motion to appoint Pietra Gaebel and Sean Paddock to the Planning Commission. Councilmember Cavaleri seconded the motion. The motion passed unanimously.

[Appointments to the Planning Commission - Pdf](#)

- E. Park and Recreation Board Appointments
(*Mayor Pro Tem Vignal, Councilmember Cavaleri and Councilmember Briles*)

Councilmember Cavaleri thanked all who applied for the vacancy on the Parks and Recreation Board with the term ending October 31, 2021.

Councilmember Cavaleri made a motion to appoint Tannis Golebiewski to the Park and Recreation Board. Mayor Pro Tem Vignal seconded the motion. The motion passed unanimously.

[4.13.21 Park Board Agenda Summary](#)
[Interview Schedule & Applications 4.12-13.21_Redacted](#)

OLD BUSINESS

- F. Proclamation of Emergency Extension
(*Michael Ciaravino, City Manager*)

City Manager Michael Ciaravino presented a phased approach plan for reopening City Hall due to the ongoing health crisis and the safety of both citizens and City employees. Manager Ciaravino discussed the following:

- Services the City provided throughout the pandemic
- Services that were interrupted by the pandemic
- Requirements for re-opening City Hall
- Key challenges to opening City Hall

Given the complexities and challenges, the City will be in a position to safely reopen City Hall on a phased reopening approach under the following schedule:

- April 27, 2021 - City Council and the public will attend their first in-person Council meeting session at City Hall and continues in-person attendance in Council Chambers in City Hall thereafter.
- May 31, 2021 - Passport Office and Fingerprinting resume.
- June 28, 2021 - subject to State laws and a positive public health track, City Hall will be fully reopened with all staff resuming employment on-site, with certain exceptions.

Council engaged in discussion and Q and A.

Councilmember Cavaleri made a motion to extend the City Manager's Proclamation of Emergency through June 30, 2021 with the following exceptions:

1. **City Council and the public will be able to attend their first in-person Council meeting session at City Hall on April 27, 2021 and continue to do so thereafter.**
2. **Passport Office and Fingerprinting services resume by May 31, 2021;**
3. **City Hall will be fully reopened by June 28, 2021 with all staff resuming employment on-site, with certain exceptions, subject to State laws and a positive public health track.**

Councilmember Morgan seconded the motion. The motion passed unanimously.

[Final 2021.04.13 Agenda Summary Proclamation of Emergency Proclamation of Emergency COVID until APRIL 13, 2021](#)

- G.** Ordinance Criminalizing Possession of a Controlled Substance without a Prescription
(Jeff Young, Police Chief & Grant Degginger, City Attorney)

Police Chief Jeff Young, City Attorney Grant Degginger and Prosecuting Attorney Chad Krepps discussed the proposed ordinance amending Chapter 9.04 of the Mill Creek Municipal Code (MCMC) making simple possession of a controlled substance a gross misdemeanor in the City of Mill Creek.

Council engaged in Q and A.

Councilmember Cavaleri made a motion to pass ordinance 2021-871 making drug possession a misdemeanor in the City of Mill Creek. Councilmember Bond seconded the motion.

Council engaged in discussion and Q and A.

Mayor Pro Tem Vignal made a motion to table the proposed legislation indefinitely. Councilmember Briles seconded the motion. The motion failed 3-4 with Mayor Holtzclaw, Councilmember Bond, Councilmember Cavaleri and Councilmember Morgan in opposition.

Councilmember Cavaleri made a motion to amend his original motion by removing the emergency clause in the last recital and section 5 from the proposed legislation. Councilmember Bond seconded the motion. The motion passed 6-1 with Councilmember Briles in opposition.

Council engaged in discussion.

The amended motion passed 4-1-2 with Mayor Pro Tem Vignal in opposition and Councilmembers Steckler and Briles abstaining.

[Agenda Summary for Controlled Substance 4.13.21 Possession Ordinance w2021 - 871 Possession Ordinance w. deleted Marijuana provisions CLEAN Possession Ordinance w marijuana provisions deleted MARKED](#)

STUDY SESSION

- H. Dobson Remillard Church Cook Property (DRCC) Community Needs and Opinion Survey Results
(Consultants Karen Reed & Vanessa Lund)

City Manager Michael Ciaravino introduced Consultants Karen Reed and Vanessa Lund who presented the results of the online survey which gathered community input on needs and opinions as they relate to potential uses of the DRCC site. The survey was conducted between March 15 and March 31, 2021.

Consultant Vanessa Lund discussed the DRCC survey including:

- Research Purposes - Public engagement.
- Methodology of the survey - Online survey with 11 questions.
- Distribution of the survey - Social media, City's website, community groups.
- Number of respondents was 1,210 with 6 out of 10 respondents being Mill Creek residents.
- Included both closed and open-ended questions.
- Summary of the overall survey results.
- Recommendations for continued community engagement.

Council engaged in discussion and Q and A.

Councilmember Morgan made a motion to extend the regular meeting to 9:30 PM. Councilmember Briles seconded the motion. The motion passed unanimously.

Consultant Karen Reed facilitated a discussion with Council noting that the point of the survey was to test some of the initial Council guiding principles and identify community preferences for development of the DRCC properties.

- The survey may allow for refinement of thinking/scope going forward.
- Brainstorming goes the other direction—Expansive thinking.
- Consider what Council's takeaways are (if any) in terms of project scope refinements, and then brainstorm within those refinements.

Council engaged in Q and A.

Another study session on the DRCC property development will be held on April 27, 2021.

[DRCC Survey Results - Pdf](#)

CONSENT AGENDA

- I. Approval of Checks #63213 through #63253 and ACH Wire Transfers in the Amount of \$246,354.09
(Audit Committee: Councilmember Morgan and Councilmember Bond)
[04-13-21 AP Voucher](#)
- J. Payroll and Benefit ACH Payments in the Amount of \$197,695.63

(Audit Committee: Councilmember Morgan and Councilmember Bond)
[04-13-21 Payroll Voucher](#)

- K. City Council Meeting Minutes of April 6, 2021
[City Council Regular Meeting - 06 Apr 2021 - Minutes](#)

Councilmember Steckler asked that the April 6, 2021 meeting minutes be removed from the consent agenda.

Councilmember Bond made a motion to approve the consent agenda, items H and I. Councilmember Morgan seconded the motion. The motion passed unanimously.

REPORTS

- L. Mayor/Council

Mayor Holtzclaw reported that the next Mayor/Mayor Pro Tem Coffee Talk will be held on April 20, 2021 at 6:00 PM.

Mayor Pro Tem Vignal reported on the following:

- A bear sighting in a Mill Creek neighborhood.
- The upcoming Coffee Talk and reminded citizens that they can submit questions prior to the event.

Councilmember Steckler reported on the following:

- A reminder that the electronics recycling event will be held on May 2, 2021 at City Hall North from 10:00 AM to 2:00 PM.
- A clarified request to have a parade for graduating seniors whether or not they are having a formal graduation ceremony.

Councilmember Morgan announced that he will likely attend the Coffee Chat.

- M. City Manager

- Volunteer Earth Day/Spring Clean Up Event Update
- Electronic Recycling Event Update
- Memorial Day Parade Update
- Graduation Car Parade Update

[Council Planning Schedule 04.12.21](#)

City Manager Michael Ciaravino reported on the following:

- Mill Creek's Community Service Day will be April 24, 2021 from 10:00 AM to 12:00 PM. The City has identified approximately 15 potential projects and have chosen 2 for the event so far.
- Electronic Recycling Event will be held on May 2, 2021 from 10:00 AM - 2:00 PM. Manager Ciaravino noted that staff hours dedicated to special events is being tracked for time management and project prioritization.
- Preparations for the City's Memorial Day Events are underway. Memorial boards will be placed throughout the City along the parade route and in front of

local businesses to promote foot traffic. The City's plans may expand to a more interactive event if the Governor's COVID-19 restrictions lessen. With regards to the USS Ralph Johnson staff participation, they are currently under strict COVID-19 restrictions that will not allow them to participate in the event, but they appreciate the invitation.

- The Graduation Car Parade was on hold due to the graduation ceremony currently being planned by the Everett School District. If it is the Council's desire to host the parade, a discussion is needed regarding staff and monetary resources required to put on the event.
- A request to Council to consider scheduling the annual Council retreat.

Council engaged in discussion and asked the City Manager to provide data on the cost of last year's parade at the next Council meeting on April 27th.

At 9:27 PM Councilmember Steckler made a motion to extend the meeting to 9:40. Councilmember Morgan seconded the motion. The motion passed unanimously.

N. Staff

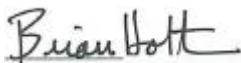
AUDIENCE COMMUNICATION

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

Wil Nelson, a Mill Creek resident, commented on the limited resources of the City both monetarily and personnel wise and the number of initiatives Council asks staff to undertake.

ADJOURNMENT

With no objection, Mayor Holtzclaw adjourned the meeting at 9:32 PM



Brian Holtzclaw, Mayor



Naomi Fay, City Clerk