



CITY COUNCIL MINUTES

June 7, 2016

15728 Main Street, Mill Creek, WA 98012 # 425-745-1891

Pam Pruitt, Mayor
Brian Holtzclaw, Mayor Pro Tem
Sean Kelly
Donna Michelson
Vince Cavaleri
Mike Todd
Mark Bond

June 7, 2016
Regular City Council Meeting
5:00 p.m.

CALL TO ORDER

Mayor Pro Tem Holtzclaw called the meeting to order at 5:00 p.m.

FLAG SALUTE

Flag Salute was conducted.

ROLL CALL

Roll was called by the Acting City Clerk with all Councilmembers present, except Mayor Pruitt. Mayor Pro Tem Holtzclaw reported Mayor Pruitt would be in a few minutes late due to a work conflict.

RECESS TO EXECUTIVE SESSION:

The meeting recessed to executive session at 5:08 p.m. to discuss the performance of a public employee per RCW 42.30.110 (1) (g) for approximately 50 minutes; which was subsequently extended by 10 minutes two times by Mayor Pruitt.

Note: Mayor Pruitt arrived at approximately 5:15 p.m.

RECONVENE TO REGULAR SESSION:

The meeting reconvened to regular session at 6:12 p.m.

FLAG SALUTE:

Flag Salute was conducted again, with the assistance of the Boy Scouts of America.

AUDIENCE COMMUNICATION:

Dan Stearns

(Name and address not confirmed)

Dan introduced himself as a resident in the East Gateway Urban Village area. He expressed disappointment in the apartments going into this area and asked the Council to visit University Village for an example of how an area can be re-invented. Dan would like to see this area developed with more service to the community in mind.

Janice Huxford

(Name and address not confirmed)

Janice introduced herself and advised Council that she would be in touch with each of them individually and wanted them to relate her face to her name.

PRESENTATIONS:

Mill Creek Youth Advisory Board Senior Recognition
(*Kristen Rasmussen, Youth Board Adviser*)

The following agenda summary information was presented:

Mayor Pruitt will be presenting a Certificate of Appreciation to eleven members of the Mill Creek Youth Advisory Board. Members of the Board who are seniors will be graduating from Henry M. Jackson and Inglemoor High School in June 2016. The certificates recognize the service of the students for their participation and involvement as members of the 2015/2016 Youth Advisory Board. The City of Mill Creek would like to thank and congratulate these seniors for their contribution in making a positive difference in their community. Graduating Seniors include: Cluis Le (not attending), Claire Kelly, Colton Lee, Diana Reiman, Jace Lee, Jiyeon Chon, Jonathan Tan, Kirin Yusaf, Lauren Hoang, Margot Amalachandran, Matthew Lee (not attending), Rachael English, and Sailu Kodavati.

During 2015-2016, the Board members contributed 1,070 hours to the community of Mill Creek. A PowerPoint designed by member Jace Lee was presented.

Loaned Executive Management Assistance Program (LEMAP) Assessment Report Finding Presentation
(*Rebecca C. Polizzotto, City Manager*)

The following agenda summary information was presented:

In anticipation of hiring a new police chief, the City Manager and Interim Police Chief determined that it would be beneficial for the Police Department to undergo a Loaned Executive Management Assistance Program (LEMAP) operational review of the Department. A LEMAP review provides the Department, and its leadership, with a critical look at the organization through the eyes of peer professionals. The goal of a LEMAP is to conduct a review of departmental operations, provide the police chief with a roadmap that identifies agency strengths and weaknesses, and establishes a foundation for agency accreditation.

A LEMAP review was conducted for the Mill Creek Police Department on January 19-20, 2016. The process was coordinated by the Washington Association of Sheriffs and Police Chiefs' (WASPC). The team leader for the review was WASPC Director of Professional Services, Michael Painter. LEMAP team members also included Kelly Donnelly (Mercer Island Police), Scott Smith & Rod Sniffen (Everett Police), and David Doll (Bellingham Police).

The LEMAP team produced a written report. At the June 7 council meeting, the police chief will summarize the report findings and update the Council on some corrective action that has already occurred.

Discussion.

Council expressed their support of the LEMAP report and Chief Elwin's presentation of the information.

Councilmember Todd asked what the highest priority will be going forward with this information. City Manager Polizzotto responded by advising that she has asked Chief Elwin to focus on the high liability issues.

Councilmember Todd supported the City Manager and assured her that the Council is behind staff on following best practices and her plan to integrate department work plans/priorities into updated City policies.

Note: Mayor Pro Tem Holtzclaw left at 7:00 p.m. as scheduled.

OLD BUSINESS:

Proposed Cancellation of June 14 Council Meeting
(City Council)

Discussion.

The Council discussed whether they should cancel the June 14 Council meeting. During this discussion, Councilmember Todd suggested adding Study Sessions back into their regular meeting schedule in order to give the Council more opportunity for discussion before decision making. The Council agreed and City Manager Polizzotto offered to include a study session in the July schedule.

MOTION: Councilmember Cavaleri made a motion to cancel the June 14 Council meeting, Councilmember Bond seconded the motion. The motion passed 6-1-0 with Councilmember Todd opposed. (Councilmember Todd stated that he is opposed because there are many topics the Council could use the time to discuss.)

NEW BUSINESS:

Designate Three Voting Delegates for the June 23 AWC Business Meeting
(Rebecca C. Polizzotto, City Manager)

The following agenda summary information was presented:

The Association of Washington Cities (AWC) is holding its annual conference in Everett from June 21 through June 24.

The AWC will hold its annual business meeting from 4:00 p.m. to 5:45 p.m. on Thursday, June 23. The association's annual business meeting provides an opportunity to debate issues that affect Washington cities and to elect the association's Board of Directors (the people who guide the association's activities). The City of Mill Creek is entitled to three voting delegates who must be present at the meeting.

Mayor Pruitt, Councilmember Todd and City Manager Polizzotto are currently registered to attend the AWC annual conference.

MOTION: Councilmember Michelson made a motion to designate Mayor Pruitt, Councilmember Todd, and City Manager Polizzotto as Voting Delegates at the AWC Annual Business Meeting, Councilmember Bond seconded the motion. The motion passed unanimously.

REPORTS:

Mayor Pruitt reminded the Council and members of the public of the Map Your Neighborhood event held at City Hall in the Council Chambers on June 15th between 6:30 and 8:00 PM. She invited everyone to sign up on the City website and make a point to attend this very important emergency preparedness planning event.

Councilmember Cavaleri reported that he attended the Park and Recreation Board meeting. Four sets of plans for North Pointe Park have been drafted and look fantastic. All plans will be brought to the neighborhood for their valued input.

Councilmember Michelson reported that she will be attending the Art and Beautification Board meeting tomorrow. The first of three Art Walks will be held this Thursday on Main Street between 5 and 8 PM. Additional Art Walks will be held on the second Thursday of July and August. She also thanked staff for a beautiful Memorial Day parade, held on a perfect day.

Councilmember Michelson also thanked Councilmember Todd for bringing up the topics he would like to discuss with the Council. The City Manager offered to work on amending the meeting agenda to add one of these sessions per month in place of a regular meeting. Per Councilmember Bond's suggestion, City Manager Polizzotto agreed to make the topic of the first session be whether the Council wishes to take action in these sessions, and how that would be accomplished.

Councilmember Todd requested authority for the Personnel Committee to have additional time to better compile the data from each councilmember on the performance of a public employee. Councilmember Bond reported that the Committee will get together on June 14 to put everything together so the revised composite may be emailed to all councilmembers on June 15 or 16 for review. The Council's schedule for the City Manager review process remains the same.

City Manager Polizzotto provided a current financial report to each Councilmember for their information and review. She also reported on an Infrastructure Funding Opportunity and advised the Council of the memo in their packet regarding grant work. Update of this plan is also very important in order to allow time to prepare for applying for upcoming grant opportunities. City Manager Polizzotto recognized Director of Engineering Scott Smith and assured the Council that staff is aggressively pursuing grant dollars.

AUDIENCE COMMUNICATION:

There were no comments from the audience.

RECESS TO EXECUTIVE SESSION:

The meeting recessed to executive session at 8:20 p.m. to discuss performance of a public employee per RCW 42.30.110 (1) (g) for approximately 20 minutes; which was subsequently extended by 10 minutes.

RECONVENE TO REGULAR SESSION:

The meeting reconvened to regular session at approximately 8:50 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:50 p.m.



Pam Pruitt, Mayor



Joanna Lee, Acting City Clerk