



CITY COUNCIL MINUTES

March 3, 2015

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

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

March 3, 2015
Regular City Council Meeting
6:00 p.m.

CALL TO ORDER

Mayor Pruitt called the meeting to order at 6:00 p.m.

FLAG SALUTE

Flag Salute was conducted.

ROLL CALL

Roll was called by the City Clerk with all Councilmembers present except Councilmember Kelly and Councilmember Bond.

Mayor Pruitt noted for the record that Councilmember Kelly had surgery and Councilmember Bond was called into work.

MOTION: Councilmember Todd made a motion to excuse Councilmember Kelly and Councilmember Bond, Councilmember Cavaleri seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

Jeff Heckathorn
153 153rd St SE
Mill Creek, Washington 98012

Mr. Heckathorn addressed the Council about what he believes is an unsafe intersection at 153rd St SE and Bothell Everett Hwy. He urged the Council to make this intersection more safe.

STUDY SESSION

Information Technology Council Brief

(James Busch, Information Systems and Technology Manager)

The following agenda summary information was presented:

In the past several years there have been many changes and improvements to the Information Technology infrastructure at the City of Mill Creek. This document is a report on the larger projects that have already been completed, currently being worked on, and planned for the future. The report does not cover the day-to-day tasks of ongoing network and server maintenance, staff helpdesk

support, and other non-project related responsibilities.

Discussion.

The Council discussed the various projects including live audio streaming of the Council meetings. IT Manager Busch will report back to the Council on the streaming project in the future.

AWC Scholarship Selection

(Mike Todd, Councilmember)

MOTION: Councilmember Todd made a motion to appoint Zach Anders as the City's candidate for the 2015 AWC Scholarship, Councilmember Michelson seconded the motion.

Councilmember Cavaleri, Councilmember Michelson and Councilmember Todd were on the selection committee. Each of them spoke to the great candidates that applied for this scholarship.

MOTION VOTE: The motion passed unanimously.

Coordinate Prevention Grant (CPG) for Outreach to Mill Creek Businesses to Reduce Solid Waste Fees

(Tom Gathmann, Public Works Director)

The following agenda summary information was presented:

The new contract for solid waste and recycling collection services with Waste Management goes into effect on July 1, 2015. The new contract rates are significantly lower for residential collection, but about the same for commercial accounts. However, recycling is provided at no additional fee in the new contract for commercial customers, which is not the case now. This change provides a unique opportunity to undertake an education program directed at Mill Creek businesses to help them take advantage of the contract changes, utilize the new no-cost recycling service, and ultimately reduce their costs for garbage collection. Staff is proposing a two phased business outreach program. The first phase will be conducted by Waste Management in May and June of this year immediately preceding the service changes. This outreach work is included in their "transition plan," which is a requirement of the new contract, and comes at no additional cost to City customers. This will lay a good foundation explaining the advantages of recycling, but it is a one-time effort with very limited follow-up. The second phase will start in July and continue over a two year period. It will focus on in-depth follow-up with businesses to help them get the most out of the free recycling service. It will be led by a private contractor hired by the City, and will be funded through the Coordinated Prevention Grant (CPG) program available to the City through the Washington State Department of Ecology (Ecology).

The Washington State Legislature authorized CPGs as a financial assistance program to local governments designed to minimize environmental contamination. The program is funded by the Model Toxics Control Act. This Act was passed by voter initiative in 1988 and it established a tax on hazardous substances. Subject to final Legislative and Executive approval, in the current 2015-2017 grant cycle there will be about \$29 million available state wide to the CPG program. The funds are allocated on a per capita formula to the local solid waste planning authority, and the allocation for Snohomish County is about \$2.2 million. Snohomish County is one of the few planning authorities

that also share a portion of the CPG allocation from the State with the cities within the County. If the full \$29 million is made available state wide, Mill Creek is eligible for up to \$35,557. A 25% cash match is required, which would be \$8,889 if the full grant amount is used, resulting in a net grant amount of \$26,668.

The City of Mill Creek has never applied for or used CPG funds. A countywide CPG coordination meeting was held on February 17th and attended by City staff. Other Snohomish County cities that are now receiving CPG funds and plan to submit applications for the 2015-2017 grant cycle include Arlington, Bothell, Edmonds, Everett, Lynnwood, Marysville, Stanwood and Sultan.

Discussion.

Council and staff discussed the proposal. This item is scheduled for action later in the meeting.

Strategic Plan Review

(Tom Rogers, Community Development Director)

The following agenda summary information was presented:

On April 10, 2012, the City Council adopted its Strategic Plan. The year-long planning process that preceded its adoption included an extensive public outreach program, which included a telephone survey, three open houses, and outreach at numerous community events. At the time of adoption, the Plan represented the City's medium-to long-term vision, and identified actions and a schedule to implement the vision. The City Council has requested to review the adopted Strategic Plan to determine if the vision and actions identified in the plan are still valid.

The most substantive sections of the Plan are Chapter 3 - Strategic Plan Vision, Chapter 4 - Strategic Plan Framework, Chapter 5 - Goals, Objectives, and Implementation) and Appendix A: Fiscal Strategy. As such, the Council has indicated that their review should focus on these portions of the Plan.

Discussion.

Council started with Chapter 4 and reviewed changes to the Assumptions, Issues, Priorities and Plan Responses through the Public Services section. At the next Council session, review will begin with Fiscal Balance under Plan Responses on page 4.12 in Chapter 4. Any edits made at this meeting were captured by staff and will be brought back to the Council at a later session. Staff will present a 2015 draft that will most likely contain annotations to the 2012 version at a future meeting.

MOTION: Councilmember Michelson made a motion to extend the meeting to 9:00 p.m., Councilmember Cavaleri seconded the motion. The motion passed unanimously.

Open Discussion

(City Council)

ACTION ITEMS

Authorize staff to submit an application to Ecology for the Coordinated Prevention Grant program for the State of Washington 2015-2017 fiscal budget cycle and provide the required 25% local match

(Tom Gathmann, Public Works Director)

MOTION: Councilmember Michelson made a motion to authorize staff to submit an application to Ecology for the Coordinated Prevention Grant program for the State of Washington 2015-2017 fiscal budget cycle and provide the required 25% local match, Councilmember Todd seconded the motion. The motion passed unanimously.

REPORTS

Mayor Pruitt reported that there was an email group that Council can subscribe to if they are interested in updates on the New World launch. Also, there is a sympathy card being circulated for Chief Eastman's family for Council to sign. She also reported that she met with Senator Hobbs and Representative Harmsworth in Olympia and \$4 million will be included on the state transportation project list for 35th Avenue.

Councilmember Cavaleri stated that he was happy to help and sit on the AWC Scholarship committee.

Mayor Pro Tem Holtzclaw reported that he attended the last SCT Steering Committee meeting.

Councilmember Todd reported on the PSRC report that was included in the packet.

Acting City Manager Manuel reported that there will be an update on the City Manager recruitment at the next meeting. Also, the finance department will be very busy in the next week with a major upgrade to the City's Springbrook financial software.

Community Development Director Rogers reported that the Planning Commission will be meeting on March 19 to review the critical area regulations.

City Clerk Chelin reminded Council that there is a WCIA leadership forum at the Lynnwood Convention Center on March 19.

AUDIENCE COMMUNICATION

There were no comments from the audience.

EXECUTIVE SESSION

The meeting recessed to executive session at 8:47 p.m. to discuss the potential litigation per RCW 42.30.110(l)(i) for approximately 10 minutes total. There will be no action.

At 8:55 p.m., the executive session was extended to 9:00 p.m.

At 9:00 p.m., the executive session was extended to 9:05 p.m.

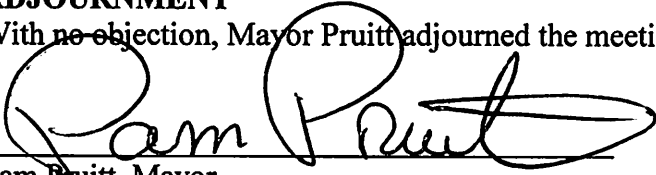
The regular session was extended to 9:15 p.m.

RECONVENE TO REGULAR SESSION

The meeting reconvened to regular session at 9:07 p.m.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:07 p.m.

A handwritten signature in black ink, appearing to read "Pam Pruitt", written over a horizontal line.

Pam Pruitt, Mayor

A handwritten signature in black ink, appearing to read "Kelly M. Chelin", written over a horizontal line.

Kelly M. Chelin, City Clerk