



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, October 9, 2018

Council Chambers, 15728 Main Street, Mill Creek, WA 98012

Minutes are the official record of Mill Creek City Council meetings. Minutes document action taken at the council meeting, not what was said at 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](#).

CALL TO ORDER

Mayor Pruitt called the meeting of the Mill Creek City Council to order at 6:00 p.m. and led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

Pam Pruitt, Mayor

Brian Holtzclaw, Mayor Pro Tem

Vince Cavaleri, Councilmember

Mike Todd, Councilmember

Mark Bond, Councilmember

Jared Mead, Councilmember

John Steckler, Councilmember

Councilmembers Absent:

AUDIENCE COMMUNICATION

- A. There were no comments from the audience.

STUDY SESSION

- B. Surface Water Rate Setting Fundamentals

Director of Public Works & Development Services Gina Hortillosa reviewed the current surface water utility rate, the scope of services provided by FCS Group, and the surface water aging infrastructure program included in the proposed Capital Improvement Program.

Director Hortillosa introduced FCS Group consultants Sergey Tarasov and John Ghilarducci who walked Council through a PowerPoint presentation highlighting the City's surface water system, surface water rate study steps, capital facility charges, and goals of the study.

Council engaged in Q&A with the consultants.

PUBLIC HEARING

C. 2019-2024 Transportation Improvement Plan

Mayor Pruitt opened the Public Hearing at 6:40 p.m. and introduced Director of Public Works & Development Services Gina Hortillosa who presented a [PowerPoint](#) presentation that briefed Council on elements of the proposed Transportation Improvement Plan including funded and unfunded projects; and funding opportunities.

Mayor Pruitt opened the Public Hearing for comments:

1. Wil Nelson, a Mill Creek resident, expressed to Council his lack of understanding regarding a need for an Opportunity Fund shown in the proposed Capital Improvement Plan and expressed concern over money being spent to beautify Mill Creek Blvd instead of putting more money towards surface water infrastructure. Mr. Nelson stated he does not want to see the pavement cut at 35th & 132nd St SE, and would like to see the County fund the proposed HAWK signal on 132nd.
2. Sherrie Brunsther, a resident of unincorporated Snohomish County introduced her 10 year old daughter, Elana, who asked Council to build a sidewalk on the east side of Bothell Everett HWY between 173rd and Seattle Hill Road. Ms. Brunsther left a [handout](#) with the Clerk to be entered into record.

Mayor Pruitt closed the public comment portion of the hearing.

Mayor Pruitt opened the hearing for discussion among the Council. Council engaged in discussion.

Mayor Pruitt closed the public hearing at 7:40 p.m.

NEW BUSINESS

D. Adoption of the 2019-2024 Transportation Improvement Program

Mayor Pro Tem Holtzclaw made a motion to approve Resolution 2018-575 adopting the 2019-2014 Transportation Improvement Plan for the City of Mill Creek as presented with a caveat to amend the description justification for project #3. Councilmember Todd seconded the motion. The motion passed unanimously.

E. Surface Water Aging Infrastructure (Grade F Pipe Repairs) Project - Professional Services Contract

Director of Public Works & Development Services Gina Hortillosa reviewed findings from the Mill Creek Storm Pipe Assessment performed by Perteet that identified pipe faults and graded their severity on a 3-tiered level of granularity.

Director Hortillosa explained the scope of work for the surface water aging infrastructure professional services contract including tasks, locations, bid schedule, repair methods, project schedule, and funding.

Council engaged in discussion.

Councilmember Cavaleri made a motion to authorize the Interim City Manager to execute a contract for professional services of the Surface Water Aging Infrastructure (Grade F Pipe Repairs) Project with Perteet, Inc. in an amount not to exceed \$119,980. Councilmember Mead seconded the motion. The motion passed unanimously.

- F. Revised Interlocal Agreement with Snohomish County for Reciprocal Mitigation of Transportation Impacts

Interim City Manager Bob Stowe explained traffic mitigation impacts and compensation by developments. Director Stowe introduced Director of Public Works & Development Services Gina Hortillosa who explained how trips are calculated and briefed Council on projected growth over the next 5 year period and highlighted active and anticipated growth in Snohomish County and the City of Mill Creek.

Councilmember Steckler made a motion to authorize the City Manager to sign the revised interlocal agreement with Snohomish County for reciprocal mitigation of transportation impacts. Councilmember Mead seconded the motion. The motion passed unanimously.

- G. Executive Search Firm Request for Proposal

Interim City Manager Bob Stowe explained the benefits of issuing a Request for Proposal (RFP) rather than simply reaching out to executive search firms to conduct a search for a City Manager. City Manager Stowe reviewed the proposed RFP including the anticipated time frame and expected costs.

Council engaged in discussion.

Mayor Pro Tem Holtzclaw made a motion to authorize the issuance of an Executive Search Firm Request for Proposal for City Manager Recruitment with modifications as discussed. Councilmember Todd seconded the motion. The motion passed unanimously.

OLD BUSINESS

- H. Appointments to the Design Review Board

Mayor Pro Tem Holtzclaw announced that he, Councilmember Steckler and Councilmember Todd interviewed three candidates to fill two vacancies on the Board and encouraged the candidate not selected to apply for the Art & Beautification Board vacancy.

Mayor Pro Tem Holtzclaw made a motion to appoint Dave Gunter and Beverly Tiedje to serve a three-year term on the Design Review Board. Councilmember Todd seconded the motion. The motion passed unanimously.

RECESS

- I. Council recessed for a five minute break at 8:12 p.m.

RECONVENE TO REGULAR SESSION

- J. Council reconvened to regular session at 8:17 p.m.

Mayor Pro Holtzclaw made a motion to extend the meeting up to 9:30 p.m. Councilmember Steckler seconded the motion. The motion passed unanimously.

STUDY SESSION CONTINUED

- K. 2019-2024 Capital Improvement Plan

Interim City Manager Bob Stowe presented the preliminary Capital Improvement Project (CIP) and noted key projects including the Mill Creek Sports Park turf and lighting replacement, pavement preservation, planning/vision process for Mill Creek Blvd, EGUV "spine road," and the surface water aging infrastructure program. City Manager Stowe explained that this plan is a living document, highly dependent on present economic conditions and is subject to change.

Director of Public Works & Development Services Gina Hortillosa and Finance Director Peggy Lauerman joined Council and City Manager Stowe for the study session. Council engaged in discussion and requested additional information on several projects at the next CIP study session.

- L. Ordinance to Amend Section 10.08.030 of the Mill Creek Municipal Code Lowering the Speed Limit on State Route 96 within the City Limits to 35 MPH

Director of Public Works & Development Services Gina Hortillosa reviewed the proposal to lower the speed limit on SR 96 within the City limits to 35 MPH. Director Hortillosa reviewed the area growth, residential uses, frequency of crashes, and dates provided by WSDOT. Director Hortillosa briefed Council on the HAWK (High Intensity Activated Crosswalk) signal project being pursued by her department.

Director Hortillosa explained that an adopted Ordinance is a required step in WSDOT's official approval process for lowering speed limits on State Routes and that Ordinance adoption does not guarantee that the speed reduction will be approved by the State.

Council engaged in discussion and requested additional information on alternative solutions and coordination with the County and State. Chief of Police Greg Elwin answered speed related crash questions.

CONSENT AGENDA

- M. Approval of Checks #59209 through #59268 and ACH Wire Transfers in the Amount of \$244,889.67
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- N. Payroll and Benefit ACH Payments in the Amount of \$313,398.92
(Audit Committee: Mayor Pruitt and Mayor Pro Tem Holtzclaw)
- O. City Council Meeting Minutes of August 2, 2018
- P. City Council Meeting Minutes of August 22, 2018
- Q. Interim City Manager Extension Agreement

Mayor Pro Tem Holtzclaw made a motion to approve the consent agenda. Councilmember Todd seconded the motion. The motion passed unanimously.

REPORTS

R. Mayor/Council

Councilmember Steckler reported that the Mill Creek Kiwanis and People's Bank are co-sponsoring a document shredding event on October 27 in the parking lot of City Hall North and asked everyone to spread the word.

Councilmember Todd reported that EASC is hosting a Public Officials Reception at the new Paine Field terminal on October 16 and encouraged Council to attend.

S. City Manager

- Council Planning Schedule

T. Staff

- Veterans Day Events

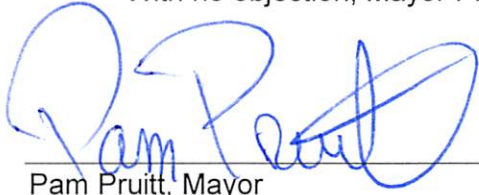
Director of Communications & Marketing Joni Kirk announced this year's theme "100 years of honor" and reported that the parade has 65+ participants.

AUDIENCE COMMUNICATION


- U. Jon Ramer, a Mill Creek resident, asked Council if the City Manager recruiting process would be open to anyone, or exclusive to an executive search firm. Interim City Manager Bob Stowe advised the position would be open to anyone.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:42 p.m.



Pam Pruitt, Mayor



Gina Pfister, Acting City Clerk