



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, June 19, 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.

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

Pam Pruitt, Mayor

Brian Holtzclaw, Mayor Pro Tem

Mike Todd, Councilmember

Mark Bond, Councilmember

Vince Cavaleri, Councilmember

John Steckler, Councilmember

Councilmembers Absent:

Jared Mead, Councilmember

Councilmember Cavaleri made a motion to excuse Councilmember Mead. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

- A. Mary Kay Voss, a Mill Creek resident, expressed concerns over the state of affairs at the City during the absence of City Manager Rebecca Polizzotto and would like an acting City Manager appointed.

PRESENTATIONS

- B. Park Mitigation Fund Analysis

Director of Finance Peggy Lauerman explained that the analysis was a coordinated effort that included collaboration with Director of Public Works & Development Services Gina Hortillosa and City Attorney Scott Missall. Director Lauerman walked Council through a [PowerPoint](#) presentation that detailed fund factors, developer contributions, REET funds, adjusted fund balances and impending projects impacted. City Attorney Scott Missall provided an [analysis](#) regarding the possibility of using certain park funds for purposes other than their intended uses and outlined the legislative authority of the park funds. Council engaged in discussion and requested additional mitigation fee information be brought back to another meeting.

NEW BUSINESS

C. Mill Creek Sports Park Turf & Light Replacement Project - Design Services

Director of Public Works & Development Services Gina Hortillosa reviewed items within the scope of the project including the sports park turf, updating the lighting system at the field, skate park and parking lot, and an ADA compliant gate. Director Hortillosa summarized the consultant selection process, reviewed project cost estimates, and explained project funding sources.

Councilmember Cavaleri made a motion to authorize the City Manager to execute a contract with Bruce Dees & Associates for design services for the Mill Creek Sports Park Turf & Light Replacement Project in an amount not to exceed \$61,637.75. Councilmember Steckler seconded the motion. The motion passed unanimously.

D. Seattle Hill Road Preservation Project - Design Services

Director of Public Works & Development Services Director Gina Hortillosa briefed Council on the current status of the project and the consultant selection process. Director Hortillosa reviewed the project funding sources, grant requirements, and key project milestones. Council engaged in discussion and requested a staff recommendation, with input from first responders, on speed bump installation near Seattle Hill Road and 35th Ave SE.

Councilmember Cavaleri made a motion to authorize the City Manager or Mayor to execute a contract with WHPacific Inc. for design services for the Seattle Hill Road Preservation Project in an amount not to exceed \$198,040. Councilmember Steckler seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- E. Approval of Checks #58649 through #58725 and ACH Wire Transfers in the Amount of \$167,598.55
(Audit Committee: Councilmember Bond and Councilmember Todd)**
- F. Payroll and Benefit ACH Payments in the Amount of \$503,084.19
(Audit Committee: Councilmember Bond and Councilmember Todd)**

Councilmember Bond made a motion to approve the consent agenda. Councilmember Todd seconded the motion. The motion passed unanimously.

REPORTS

- G. Mayor Pruitt reported that a current Council Planning Schedule is in the packet.**

AUDIENCE COMMUNICATION

- H. Mary Kay Voss, a Mill Creek resident, expressed concern that the Mayor may be acting outside her legislative role during the City Manager's absence and reminded Council that the Mayor's role is ceremonial.**

RECESS TO EXECUTIVE SESSION

(Confidential Session of the Council)

- I. The meeting recessed to executive session at 7:03 p.m. for up to 90 which was subsequently extended.
- Discuss potential litigation pursuant to RCW 42.30.110(1)(i)
 - Review the performance of a public employee pursuant to RCW 42.30.110(1)(g)

At 8:20 p.m. Councilmember Todd made a motion to extend the executive session up to 9:30 p.m. Councilmember Bond seconded the motion. The motion passed unanimously.

At 9:25 p.m. Councilmember Todd made a motion to extend the executive session up to 10:00 p.m. Councilmember Bond seconded the motion. The motion passed unanimously.

RECONVENE TO REGULAR SESSION

- J. The meeting reconvened to regular session at 9:45 p.m.

Councilmember Cavaleri made a motion to authorize and place the City Manager on paid administrative leave for 45 days effective immediately. Councilmember Bond seconded the motion. The motion passed unanimously.

Mayor Pro Tem Holtzclaw made a motion to direct the city attorney to determine the interest and availability of Robert Stowe to serve as Interim City Manager during the absence of Rebecca Polizzotto and enter into a short-term contract with Mr. Stowe for that purpose. It is the Council's desire that if available, Mr. Stowe commence services as soon as feasible and diligently pursue such work in consultation with the Council. Councilmember Bond seconded the motion. The motion passed unanimously.


Councilmember Cavaleri made a motion to appoint Chief Greg Elwin as temporary Acting City Manager. Councilmember Bond seconded the motion. The motion passed unanimously.

Councilmember Bond made a motion to compensate the Acting City Manager consistent with past compensation packages during the time tasked with extra duties. Councilmember Steckler seconded the motion. The motion passed unanimously.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:50 p.m.


Pam Pruitt, Mayor


Gina Pfister, Acting City Clerk