

CITY COUNCIL AGENDA
15728 Main Street, Mill Creek, WA 98012
(425) 745-1891



- Brian Holtzclaw, Mayor • Stephanie Vignal, Mayor Pro Tem
- Mark Bond • Vincent Cavaleri • John Steckler • Benjamin Briles • Adam Morgan

Regular meetings of the Mill Creek City Council shall be held on the first, second and fourth Tuesdays of each month commencing at 6:00 p.m. **Due to the COVID-19 pandemic City Council Meetings will be held virtually and in-person as per Governor's Emergency Proclamation with regulations until further notice.**

Your participation and interest in these meetings are encouraged and very much appreciated. We are trying to make our public meetings accessible to all members of the public.

The City Council may consider and act on any matter called to its attention at such meetings, whether or not specified on the agenda for said meeting. Participation by members of the audience will be allowed as set forth on the meeting agenda or as determined by the Mayor or the City Council.

To comment on subjects listed on or not on the agenda, ask to be recognized during the Audience Communication portion of the agenda. Please stand at the podium and state your name and residency for the official record. Please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Mayor or City Council.

Study sessions of the Mill Creek City Council may be held as part of any regular or special meeting. Study sessions are informal and are typically used by the City Council to receive reports and presentations, review and evaluate complex matters, and/or engage in preliminary analysis of City issues or City Council business.

Next Ordinance No. 2021 - 873

Next Resolution No. 2021 - 602

May 25, 2021
City Council Meeting
6:00 PM

VIRTUAL MEETING INFO

A.

Topic: City Council Regular Meeting

Time: May 25, 2021 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/96836062358>

Meeting ID: 968 3606 2358

One tap mobile

[+12532158782](tel:+12532158782).,96836062358#US (Tacoma)

+13462487799,,96836062358# US (Houston)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AUDIENCE COMMUNICATION

- B. Public comment on items on or not on the agenda
- C. Update on Development Activity taking place in the City of Mill Creek
(*Tom Rogers, Planning Manager and Christi Schmidt, Senior Planner*)
[AS Development Services Update Part 2 - Pdf](#)
[PP Development Services Update Part 2 - Pdf](#)

PRESENTATIONS

- D. City of Mill Creek Public Portal: An Introduction
(*Michael Ciaravino, City Manager, Naomi Fay, City Clerk*)

OLD BUSINESS

- E. Adoption of Revised Governance Manual
(*Grant Degginger, City Attorney*)
[Agenda Summary 05.25.21-Governance Manual](#)
[MARKED Governance Manual](#)
[R2 Governance Manual 8430314 4](#)
[Resolution Governance Manual \(003\) \(revised\)](#)

NEW BUSINESS

- F. Addendum No.3 to Contract 2019-1504 with OTAK for Professional Services
(*Tom Rogers, Planning Manager*)
[R1 OTAK Contract Addendum 3 - Pdf](#)

PROPOSED NEW INITIATIVES

- G. Discussion on determining Proclamations to be issued by the City Council
(*Mayor Holtzclaw*)
- H. Proposed Proclamation for June Alzheimer's and Brain Awareness Month
[Draft Proclamation for June Alzheimers and Brain Awareness Month 2021 - Mill Creek](#)
- I. Proposed Proclamation - Asian Heritage Month
(*Councilmember Cavaleri*)
[Draft May 2021 Proclamation Asian Heritage Month](#)
- J. Supporting Economic Recovery for Local Businesses
(*Councilmember Cavaleri*)

CONSENT AGENDA

- K. Approval of Checks #63354 through #63405 and ACH Wire Transfers in the Amount of \$196,106.14
(*Audit Committee: Councilmember Bond and Mayor Pro Tem Vignal*)
[05-25-21 Check Voucher](#)
- L. Payroll and Benefit ACH Payments in the Amount of \$249,390.47
(*Audit Committee: Councilmember Bond and Mayor Pro Tem Vignal*)
[05-25-21 Payroll Voucher](#)
- M. City Council Meeting Minutes of May 11, 2021
[City Council Regular Meeting - 11 May 2021 - Minutes](#)

REPORTS

N. Mayor/Council

Mayor Hotlzclaw

- Snohomish County 2021 End of Session Report

O. Michael Ciaravino, City Manager

- Memorial Day Event Update
- Graduation Car Parade Update

P. Staff

Laurel Gimzo, Finance Director

- American Rescue Plan Act (ARPA) Update
- Passport Office Update

Mike Todd, Director of Public Works & Development Services

- Public Works & Development Services (PWDS) Staffing Update

AUDIENCE COMMUNICATION

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

RECESS TO EXECUTIVE SESSION

R. The council will recess to executive session to discuss one item involving collective bargaining negotiations pursuant to RCW 42.30.140(4) and to discuss litigation pursuant to RCW 42.30.110(1)(i). No action will be taken.

ADJOURNMENT