



## MINUTES

### City Council Regular Meeting

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6:00 PM - Tuesday, March 2, 2021

Virtual and Audio Meeting Format during COVID-19 Pandemic

Minutes are the official record of Mill Creek City Council meetings. Minutes summarize the council meeting and documents any actions taken by City Council.

A recording of this City Council meeting can be found here:  
The agenda packet for this City Council meeting can be found here.

### VIRTUAL MEETING INFO

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A. Join Zoom Meeting

<https://zoom.us/j/99918222243>

Meeting ID: 999 1822 2243

One tap mobile

[+12532158782,,99918222243#](tel:+12532158782,,99918222243#) US (Tacoma)

[+16699006833,,99918222243#](tel:+16699006833,,99918222243#) US (San Jose)

### CALL TO ORDER

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Mayor Holtzclaw called the meeting of the Mill Creek City Council to order at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

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The pledge of Allegiance was led by Mayor Holtzclaw.

### ROLL CALL

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Councilmembers Present:

*Brian Holtzclaw, Mayor*

*Stephanie Vignal, Mayor Pro Tem*

*Vince Cavaleri, Councilmember*

*Mark Bond, Councilmember*

*John Steckler, Councilmember*

*Benjamin Briles, Councilmember*

*Adam Morgan, Councilmember*

Councilmembers Absent:

### AUDIENCE COMMUNICATION

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

There were no public comments on items on or not on the agenda.

## PRESENTATIONS

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- C. Proclamation of Emergency Extension  
(*Michael Ciaravino, City Manager*)

City Manager Ciaravino requested a motion to extend the Proclamation of Emergency until April 6, 2021 due to the Governor's restrictions related to the COVID-19 pandemic.

Council engaged in Q&A and discussion and without objection amended the proposed Proclamation to include the sentence: "*The closure is in effect through April 6, 2021 unless circumstance permit an earlier opening.*"

**Councilmember Cavaleri made a motion to extend the amended City Manager's Emergency Proclamation until April 6, 2021 unless circumstance permit an earlier opening. Councilmember Steckler seconded the motion. The motion passed unanimously.**

[Proclamation of Emergency COVID 19 MARCH 2020](#)

- D. Public Works Maintenance Team Update  
(*Matthew Combs, Public Works Supervisor*)

City Manager Michael Ciaravino introduced Public Works Supervisor Matthew Combs who provided an overview of the Mill Creek Public Works projects and tasks. The following items were discussed:

- Maintenance and Repair
- Street Sign Restoration
- Improvements to air quality at City Hall, design and build out of Council Chambers and Replacing the Police Department flooring to create a safer environment in light of pandemic.
- Veteran Recognition Station for the 2020 Memorial Day Event.
- SR-527 Right of Way Clearing.
- City Hall Fire suppression upgrades.
- Completion of Heron Park.
- Installation of Historic Panels on Main Street.
- Reintroduction of the City's Storm Water Management Program
- Upcoming Projects and Operations.

[R1 PUBLIC WORKS Presentation](#)

## STUDY SESSION

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- E. Governance Manual Session 2 - Standards of Conduct and City Administration  
(*Michael Ciaravino, City Manager & Grant Degginger, City Attorney*)

City Attorney Grant Degginger provided Members of Council with an overview of potential changes to Articles 3 and 6 in the Governance Manual for discussion and edits.

Council engaged in discussion and Q&A.

[Mill Creek Power Point](#)

## CONSENT AGENDA

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### F. City Council Meeting Minutes of February 23, 2021

**Councilmember Cavaleri motioned to approve the Consent Agenda which included the City Council Meeting Minutes of February 23, 2021. Councilmember Briles seconded the motion. The motion passed unanimously.**  
[City Council Regular Meeting - 23 Feb 2021 - Minutes](#)

## REPORTS

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### G. Mayor/Council

**Mayor Holtzclaw** reported on Mill Creek's support and signing of the letter regarding HB1152/public health which outlined that the proposed floor amendment will not improve the public health system in Snohomish County.

**Councilmember Bond** clarified that as per Mill Creek Municipal Code Chapter 2.08, Councilmembers are employees of the City because they are compensated with a salary.

**Councilmember Steckler** requested the following:

1. An update on the planning and next steps regarding the DRCC Property.
2. An update of the USS Ralph Johnson event to welcome home service men and women.
3. An update on his financial inquiries.

**Councilmember Briles** reported on the following:

- Approximately, one hundred twenty thousand (120,000) doses of the vaccine were delivered to Mill Creek's 830,000 residents.
- Approximately 30,000 county residents received two doses of the vaccine.
- The recently announced as approved Johnson and Johnson single dose vaccine has not yet been delivered to Snohomish county.
- While it will be a part of the plan distribution in the future, no doses are currently projected to be arriving in the next few weeks.
- The counties house Task Force is confident that they are now capable of distributing up to 50,000 doses per week.

Councilmember Briles also inquired about the proposed DRCC Property survey.  
[1152 Letter from County and City Partners](#)

### H. City Manager

City Manager Michael Ciaravino reported that the next Study Session for the DRCC Property is scheduled for April 13, 2021 and stated that in the interim the City has met with a firm to assist the City in conducting a survey with the City to engage and increase community involvement.

Regarding the USS Ralph Johnson event, Manager Ciaravino stated that he is expected to receive an update from staff and will report back accordingly.

**I. Staff**

- WA State Supreme Court Ruling Update  
(*Jeff Young, Chief of Police*)

Chief Young provided an overview of a Washington State Supreme Court Ruling regarding State v. Blake RCW 69.50.4013 of Simple Possession.

Council engaged in discussion and Q& A.

[21\\_02MAR Council Pres-MCPD](#)

**AUDIENCE COMMUNICATION**

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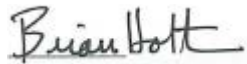
**J. Public comment on items on or not on the agenda**

Barb Heidel, Mill Creek Resident thanked Matthew Combs for his thorough presentation.

**ADJOURNMENT**

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With no objection, Mayor Holtzclaw adjourned the meeting at 8:03 p.m.



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Brian Holtzclaw, Mayor



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Naomi Fay, City Clerk