



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, March 3, 2020

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

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

- A. Led by Pack 120 Webelos.

ROLL CALL

Councilmembers Present:

*Pam Pruitt, Mayor
Brian Holtzclaw, Mayor Pro Tem
Vince Cavaleri, Councilmember
Mike Todd, Councilmember
Mark Bond, Councilmember
John Steckler, Councilmember
Stephanie Vignal, Councilmember*

Councilmembers Absent:

AUDIENCE COMMUNICATION

- B. Public comments given on items on or not on the agenda by:

Jon Ramer, Mill Creek resident asked if road repairs on 164th were completed. If the repairs were completed, he urged Council to have the contractor return to repair to ruts and/or depressions that are still present in the road.

PRESENTATIONS

- C. Everett School District Presentation Regarding Upcoming Bond
(Mike Gunn, Larry Fleckenstein, Kathy Reeves and Dr. Ian Saltzman)

City Manager Michael Ciaravino introduced Superintendent Dr. Ian Saltzman and his team at the Everett Public Schools. Dr. Ian Saltzman gave a brief presentation to the City Council and introduced his team who will be presenting on the upcoming Capital Bond Vote. Larry Fleckenstein, Teaching & Learning Regional Superintendent gave a brief overview followed by Mr. Mike Gunn, Executive Director of Facilities and Operations who presented a seven (7) minute video and briefed Council on the

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upcoming Capital Bond vote taking place on April 28, 2020 in hopes for voters to consider a capital bond to improve school buildings, increase safety and security, add space and ensure students have the same access and opportunities throughout the district without increasing the local school district tax rate. More information on the topic can be found at www.everetsd.org/bond2020.

Council engaged in discussion and Q&A.

- D. Growth Management Act Planning/Population Growth
(Gina Hortillosa, Director of Public Works and Development Services; Tom Rogers, Planning Manager; Steve Toy, Principal Demographer for Snohomish County)

Gina Hortillosa, Tom Rogers and Steve Toy from Snohomish County gave a presentation to Members of City Council to inform them on the overall Growth Management Act (GMA) Planning framework and how population targets are assigned to the jurisdictions in Snohomish County. Staff presented information on the capacity for the existing population in the City under the current comprehensive plan and zoning as well as the City's existing housing type. Steve Toy, Principle Demographer for Snohomish County assisted in the presentation.

Council engaged in discussion and Q&A.

PUBLIC HEARING

- E. Amendments to the Capital Improvement Plan for the years 2019-2024

Mayor Pruitt opened the Public Hearing at approximately 7:14 p.m. regarding amendments to the 2019 - 2024 Capital Improvement Plan (CIP). Prior to opening public comment, Mayor Pruitt invited City Manager Michael Ciaravino and Gina Hortillosa, Director of Public Works & Development Services to present information. After the presentation, Council engaged in a discussion and Q&A. Mayor Pruitt opened up the hearing for public comment at approximately 7:43 p.m.. There were no public comments. The Public Hearing was extended to March 10, 2020 for an opportunity for further comment.

NEW BUSINESS

- F. Pavement Assessment Professional Services Contract
(Gina Hortillosa, Director of Public Works and Development Services; Matthew Feeley, Supervising Engineer)

Gina Hortillosa gave an overview to Members of Council on the Pavement Assessment Professional Services Contract. The contract would enable the City to compile data that would accurately reflect current pavement conditions on City of Mill Creek roadways.

Matthew Feeley before starting his presentation addressed Jon Ramer's question during the public comment portion regarding the roadway repairs on 164th Street. He noted that the repairs are still ongoing and in the next few weeks Puget Sound Energy will contract a paving company to complete the restoration on the roadway.

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Matthew Feeley provided Members of Council with an overview of the scope of services that the City would need in order to survey, review roadway segments and collect data. The City put out a Request for Qualifications (RFQs) and concluded that Infrastructure Management Services (IMS) Inc. met the requirements for the professional services contract.

Council engaged in a discussion and Q & A.

Councilmember Cavaleri made a motion to authorize the City Manager to execute a contract for professional services with Infrastructure (IMS) Inc. for surveying and rating the City's pavement network for a project in an amount not to exceed \$35,835.

Councilmember Todd seconded the motion

Mayor Pro Tem Holtzclaw asked to clarify that the Contractor is required under section 3.1 to complete the project as set forth in the scope of work regardless of whether the cost to the Contractor exceeds the maximum contract price the City is obligated to pay under section 6.1

City Council amended the motion to reflect this clarification.

Councilmember Cavaleri moved to amend the motion by inserting the words "*fully executed and completed project*" before the words "*in the amount not to exceed \$35,835.*"

Councilman Todd seconded to amend the motion.

The motion for the amendment passed unanimously.

The motion to authorize the City Manager to execute a contract for professional services with Infrastructure (IMS) Inc. for surveying and rating the City's pavement network for a fully executed and completed project in an amount not to exceed \$35,835.

The motion passed unanimously.

G. 2020 AWC Center for Quality Communities Scholarship Nomination

Mayor Pruitt stated that the City of Mill Creek received nine (9) applicants for the AWC Scholarship the day of the City Council meeting. Due to the short timeline, the AWC Nominee Committee was unable to review and recommend before the March 3, 2020 City Council meeting. Mayor Pruitt asked members of Council if they would agree to accept the recommendation of the AWC Nominee Committee. The AWC Nominee Committee consists of Mayor Pruitt, Councilmember Vignal and Councilmember Cavaleri.

Councilmember Steckler made a motion to authorize the City of Mill Creek's AWC Nominee Committee to recommend a nominee on behalf of the City Council and submit to AWC Center for Quality Communities before March 8, 2020. Councilmember Bond seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- H. City Council Meeting Minutes of February 25, 2020
(Updated as of 3-3-2020)**

Councilmember Cavaleri made a motion to approve the consent agenda. Councilmember Steckler seconded the motion. The motion passed unanimously.

REPORTS

- I. Mayor/Council**

Mayor Pruitt reported that the City Council will have its' first study session on Tuesday, April 1, 2020 as per the City Council retreat to hear potential ideas and opportunities for the Dobson Remillard Property. The Council will not conduct business during the first City Council Meeting of April. The second and fourth City Council meetings in April will be designated for business meetings in order for Members of Council to take action on agenda items.

Councilmember Bond thanked staff and commended staff on their work regarding the pavement management plan. He stated the presentation and materials were very useful and well put together.

Councilmember Cavaleri thanked City staff who were involved in posting and distributing information regarding the coronavirus. He commended staff on the uploading and posting notifications on our social media platforms and other City platforms.

Mayor Pro Tem Holtzclaw thanked the City Manager and Acting Chief of Police for promptly acting upon the development of a homeless encampment near the North Point area. Mayor Pro Tem thanked Heather and Paul Coon from the Red Cedar area who had brought the issue to his attention and also wanted to recognize them for their volunteer work of picking up trash along 35th Ave.

Mayor Pro Tem Holzclaw gave a report on the Snohomish County Tomorrow (SCT) meeting. The following were discussed:

- Members approved six (6) projects that were recommended by the Infrastructure Coordinating Committee. The six projects are to advance for funding through the Puget Sound Regional Council (PSRC) process
- Station planning for the light rail alignment.

Councilmember Todd reported on the Puget Sound Regional Council (PSRC) Executive Board meeting having discussions on the Vision 2050 Plan with an

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amendment made by Snohomish County. No vote was taken during the meeting.

Councilmember Todd reported that the Mill Creek Chamber of Commerce would like to do a ten minute presentation to the City Council meeting to update the Council on their mission as a Chamber and on this year's festival. A possible date that was discussed was the April 7, 2020 City Council meeting.

City Manager Michael Ciaravino introduced the City of Mill Creek's new Interim Communications and Marketing Coordinator Mr. Bill Craig former journalist and US Air Force Veteran holding both a Bachelors and Masters degree.

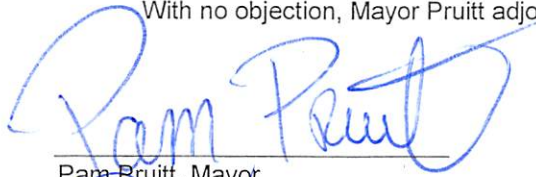
- J. City Manager
 - Council Planning Schedule
- K. Staff
 - Report, etc.

AUDIENCE COMMUNICATION

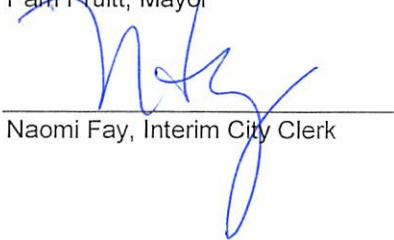
- L. No public comments on items on or not on the agenda were given.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 8:25 p.m.



Pam Pruitt, Mayor



Naomi Fay, Interim City Clerk