



# CITY COUNCIL MINUTES

January 3, 2017

15728 Main Street, Mill Creek, WA 98012 #425-745-1891

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Pam Pruitt, Mayor  
Brian Holtzclaw, Mayor Pro Tem  
Sean Kelly  
Donna Michelson  
Vince Cavaleri  
Mike Todd  
Mark Bond

**January 3, 2017**  
**Regular City Council Meeting**  
**6:00 p.m.**

## **CALL TO ORDER**

Mayor Pruitt called the meeting to order at 6:00 p.m.

## **FLAG SALUTE**

Flag Salute was conducted.

## **ROLL CALL**

Roll was called by the Acting Deputy City Clerk with all Councilmembers present.

## **AUDIENCE COMMUNICATION:**

There were no comments from the audience.

## **PRESENTATIONS:**

Milestone Anniversary Presentation – Larissa Pigott  
(*Rebecca C. Polizzotto, City Manager*)

Police Support Officer Pigott is unable to attend; therefore this presentation will be rescheduled to a future meeting.

## **OLD BUSINESS:**

Pay & Classification Plan for Non-Represented Employees  
(*Rebecca C. Polizzotto, City Manager*)

The following agenda summary information was presented:

The budget is an economic plan that focuses the entity's financial and human resources on the accomplishment of specific goals and objectives established by the policy makers.

During the 2017-2018 Biennial Budget Presentation, the City Manager reviewed with the City Council the proposed Pay & Classification Plan for the upcoming biennium. The classification for represented employees is subject to collective bargaining which is currently underway for AFSCME employees. Accordingly, only the classification plan for non-represented employees is ready for Council action. The classification plan for represented employees will be presented for Council action in conjunction with the AFSCME contract approval.

Discussion

City Manager Polizzotto clarified that the plan for represented employees will be presented once the AFSCME contract is finalized. Two handouts were provided to the Council. The Council discussed changes to the PIO and Finance Director positions, and specifics of the City Clerk and Deputy City Clerk duties.

**MOTION: Councilmember Todd made a motion to approve the Pay & Classification Plan for Non-Represented Employees as presented, with changes making the Finance Director the Director of Finance and Administration, and the PIO to the Director of Communications and Marketing, Councilmember Michelson seconded the motion. The motion passed unanimously.**

**NEW BUSINESS:**

Reappoint Councilmember Bond to the Snohomish Health District Board of Health  
(*Rebecca C. Polizzotto, City Manager*)

Discussion

Councilmember Bond is eligible to continue serving on the Snohomish Health District Board of Health as a representative of Mill Creek, Bothell and Brier. The City Manager will confirm whether she received formal notice from Brier Mayor Colinas supporting Councilmember Bond in this role, and the Mayor will follow up if not. This support will satisfy the requirements of two of three votes, and needs to be provided to Health Officer and Director of the Health District, Dr. Goldbaum.

**MOTION: Councilmember Todd made a motion to reappoint Councilmember Bond to the Snohomish Health District Board of Health, Councilmember Michelson seconded the motion. The motion passed 6-0-1, with Councilmember Bond abstaining.**

**REPORTS:**

Mayor Pruitt reported receiving a letter from the Snohomish Health District Board of Health regarding how the Council would like to manage the City's original \$40,000 investment in their building if they choose to sell and downsize. City Manager Polizzotto advised that she and Director Lauerman are aware of the letter, and Director Lauerman and City Attorney Missall are scheduled to attend the briefing on this matter to bring information back to the Council. Councilmember Bond advised that the Board would like all agencies to relinquish their original investment, and for any profits from the sale and purchase be retained by the Health District for their reserve bank.

The Mayor advised that she will be attending the joint SNOCOM / SNOPAC board meeting tomorrow with Chief Elwin. She is planning on providing a presentation to the Council within the next month to provide updates on the discussions, and what this could mean for Mill Creek and the other small agencies.

Mayor Pruitt briefly discussed the upcoming SERS radio program including potential financial impacts for the City. She will provide more information as she has it, and a decision will likely be necessary in approximately six months.

Councilmember Todd reminded the Council of the Economic Alliance Education breakfast on January 5. City Manager Polizzotto shared that she and Director Rogers are also attending.

City Manager Polizzotto reminded Council that both SNOCOM and SERS will require sizable funds in the future and the City will need to be prepared. She reminded the Council of the 2017 Audit Committee and Council Calendar updates provided in their packets. She also reminded the Council of the 2017 Employee Appreciation Event being held on January 12. Lastly, the City Manager informed the Council that official notification was received from the Puget Sound Regional Council regarding the \$700,000 grant obtained for Seattle Hill Road in 2019.

Mayor Pro Tem Holtzclaw verified with the City Manager that the Chip Seal Alternatives topic is still on the agenda for the January 24 council meeting.

Councilmember Todd asked the City Manager to keep the Work in Progress portion of the Council Planning Schedule up to date, and provided a few items to include. The Council discussed different ideas and City Manager Polizzotto agreed to include them as well.

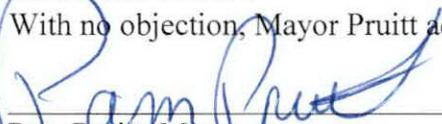
The City Manager asked if the Council would approve her exploring different reconfiguration of the Council Chambers. The Council agreed.

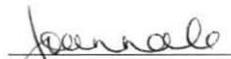
**AUDIENCE COMMUNICATION:**

There were no comments from the audience.

**ADJOURNMENT**

With no objection, Mayor Pruitt adjourned the meeting at 6:55 p.m.

  
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Pam Pruitt, Mayor

  
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Joanna Lee, Acting Deputy City Clerk