



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, November 27, 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. and led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmembers Present:

Pam Pruitt, Mayor

Brian Holtzclaw, Mayor Pro Tem

Vince Cavaleri, Councilmember

Mike Todd, Councilmember

Mark Bond, Councilmember

Jared Mead, Councilmember

John Steckler, Councilmember

Councilmembers Absent:

Councilmember Todd attended the meeting via telephone.

Councilmember Steckler made a motion to allow Councilmember Todd participate and vote via phone. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.

AUDIENCE COMMUNICATION

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

Rick DeWitt, a Mill Creek resident, asked Council to consider an additional traffic signal be posted at the NE corner of 132nd and Bothell Everett HWY to compensate for the alignment of the stop line and view of signal for traffic turning East on 132nd St SE from Bothell Everett HWY.

Mary Kay Voss, a Mill Creek resident, asked Council to reinstate the Personnel Committee and left her [proposal](#) with the Acting City Clerk to be entered into the record.

Brooke Knight, Northshore Senior Center CEO, thanked Council for their support over the years and gave a brief update on current and future programming. Ms. Knight asked Council to consider the seniors in the budget process and encouraged Council to visit the new Senior Center at Vintage.

Jon Ramer, a Mill Creek resident and City Parade Coordinator, asked Council to consider Mill Creek to be the home of the only Gold Star Family Memorial Monument in Washington.

Ron Iverson, a Mill Creek resident, expressed concern over the surface water infrastructure issues and encouraged Council to consider working with Douglas Fir resident, George, who is an underground water repair subject matter expert. Director of Public Works & Development Services Gina Hortillosa advised Council that consultants from Perteet will be attending George's upcoming workshop in Blaine.

PUBLIC HEARING

B. Preliminary and Proposed 2019-2020 Biennial Budget and Property Tax Levies

Mayor Pruitt opened the Public Hearing at 6:19 p.m.

Interim City Manager Bob Stowe explained how staff worked hard producing a document that reflects the City's guiding principles and desired budget outcomes. City Manager Stowe presented a slideshow reviewing the budget discussion schedule, public hearing schedule, revenue summary, and general fund expense summary. City Manager Stowe addressed questions raised during the previous meeting and provided a ten year history of property tax and EMS levies. City Manager Stowe reviewed financial forecasts using several property tax scenarios.

Mayor Pruitt opened the public comment portion of the public hearing. There were no comments from the audience.

Council engaged in discussion. Director of Finance & Administration Peggy Lauerman answered questions regarding property taxes.

Mayor Pruitt closed the Public Hearing at 6:50 p.m.

C. Surface Water Utility Rate

Mayor Pruitt opened the Public Hearing at 6:51 p.m.

Director of Public Works & Development Services Gina Hortillosa briefed Council on the surface water utility fee study and reviewed the level of service alternatives matrix developed after FCS Group's technical analysis. Director Hortillosa reviewed the preferred service package and corresponding recommended rate increase, additional service packages, debt service, and total capital cost comparison based on funding strategy. Director Hortillosa provided Council with a [spreadsheet](#) identifying operating targets from each scenario.

Mayor Pruitt opened the public comment portion of the Public Hearing. There were no

comments from the audience.

Council engaged in discussion. FCS Group consultant John Ghilarducci answered questions from Council.

Mayor Pruitt closed the Public Hearing at 7:28 p.m.

OLD BUSINESS

D. Mill Creek Sports Park Improvements - Construction Contract Award

Director of Public Works & Development Services Gina Hortillosa reviewed elements of the base bid and additives for the sports park improvement project. Director Hortillosa explained project funding sources, the total construction phase cost estimate; and reviewed the construction schedule.

Mayor Pro Tem Holtzclaw made a motion to authorize the City Manager to execute a contract with FieldTurf USA, Inc. for the construction of the Sports Park Improvements Project in an amount not to exceed \$907,762.90. Councilmember Cavaleri seconded the motion. The motion passed unanimously.

E. Executive Search Firm Selection for City Manager Recruitment

Interim City Manager Bob Stowe gave an overview of the Request for Proposal (RFP) process and the firms that responded. City Manager Stowe explained that the Council committee reviewed and evaluated the RFP responses and completed reference checks.

Council engaged in discussion.

Councilmember Cavaleri made a motion to authorize the Interim City Manager to enter into a professional services agreement with Peckham & McKenney to perform the City Manager search. Councilmember Mead seconded the motion. The motion passed unanimously.

NEW BUSINESS

F. Adoption of Emergency Medical Services Tax Levy

Interim City Manager Bob Stowe and the City Council discussed agenda item F, agenda item G, and agenda item H as a whole. Items were voted on as set forth in the minutes.

Councilmember Bond made a motion to approve a 1% EMS tax increase, approving Ordinance 2018-839, AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING EMERGENCY MEDICAL SERVICES PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2019. Councilmember Steckler seconded the motion. The motion passed unanimously.

G. Adoption of Surface Water Utility Rate

Interim City Manager reviewed the two surface water rate options prepared by staff. Council engaged in discussion with a majority selecting Alternative 2C. Alternative 2C increases the annual surface water utility fee from \$78 to \$150 beginning in 2019 and to \$175 in 2020 and \$200 in 2021. Starting in 2022, the fee will increase by 3% through 2026 to reflect the City's inflation assumptions. This fee option includes debt service totaling \$2,800,000. City Manager Stowe described how the blank fields of the resolution will be completed based on the selection of Alternative 2C.

Councilmember Bond made a motion to approve Resolution 2018-576. Councilmember Todd seconded the motion. The motion passed 5-2-0 with Mayor Pruitt and Councilmember Steckler opposed.

H. Adoption of Regular Tax Levy

Interim City Manager Bob Stowe explained that while the budget presented did not include a property tax increase, it is not without cost; explaining how service levels and staffing levels would be affected, as well as long-term financial solvency. City Manager Stowe reviewed the Emergency Medical Services (EMS) levy options.

Council engaged in discussion.

Councilmember Bond made a motion to approve a 0% property tax increase, adopting Ordinance 2018-840, AN ORDINANCE OF THE CITY OF MILL CREEK, WASHINGTON, LEVYING REGULAR PROPERTY TAXES UPON ALL PROPERTY; REAL, PERSONAL AND UTILITY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF MILL CREEK, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2019. Councilmember Cavaleri seconded the motion. The motion passed 4-3-0 with Mayor Pro Tem Holtzclaw, Councilmember Steckler and Councilmember Todd opposed.

At 8:22 p.m. Mayor Pro Tem Holtzclaw made a motion to extend the meeting to 9:00 p.m. Councilmember Steckler seconded the motion. The motion passed unanimously.

RECESS TO BREAK

- I. At 8:23 p.m. Council recessed for a five minute break.

RECONVENE TO REGULAR SESSION

- J. At 8:28 p.m. the meeting reconvened to regular session.

STUDY SESSION

- K. Preliminary and Proposed 2019-2020 Biennial Budget**

Interim City Manager Bob Stowe facilitated a study session focused on elements of the budget. Chief of Police Greg Elwin reviewed his department's budget, Director of Communications & Marketing Joni Kirk reviewed her department's budget, and Director of Finance & Administration Peggy Lauerman reviewed her department's

budget and the non-department budget.

Council engaged in discussion. Councilmember Bond asked for consideration and discussion at the next meeting regarding a potential increase in funding for the Senior Center. Based on Council discussion and direction, City Manager Stowe will have an Ordinance prepared for adoption at the next Council meeting.

At 8:58 p.m. Councilmember Cavaleri made a motion to extend the meeting to 9:30 p.m. Councilmember Mead seconded the motion. The motion passed unanimously.

CONSENT AGENDA

- L. Approval of Checks #59409 through #59480 and ACH Wire Transfers in the Amount of \$271,260.60
(Audit Committee: Mayor Pruitt and Councilmember Mead)
- M. Payroll and Benefit ACH Payments in the Amount of \$200,919.14
(Audit Committee: Mayor Pruitt and Councilmember Mead)
- N. City Council Meeting Minutes of September 4, 2018

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

REPORTS

O. Mayor/Council

Councilmember Bond commented on Mary Kay Voss' comments during tonight's audience communication.

Councilmember Cavaleri thanked Council and staff for good discussion regarding the budget.

P. City Manager

- Council Planning Schedule

Q. Staff

- Design Review Board Meeting Minutes of October 18, 2018
- Planning Commission Meeting Minutes of October 18, 2018

AUDIENCE COMMUNICATION

- R. There were no comments from the audience.

RECESS TO EXECUTIVE SESSION

- S. At 9:17 p.m. the meeting recessed to executive session for up to 10 minutes to discuss potential litigation pursuant to RCW 42.30.110(1)(i). City Attorney Scott Missall was present during the executive session.

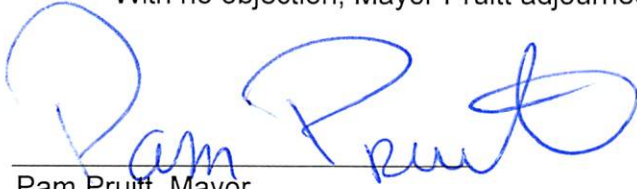
The executive session ended at 9:23 p.m. No action was taken.

RECONVENE TO REGULAR SESSION

T. At 9:24 p.m. the meeting reconvened to regular session.

ADJOURNMENT

With no objection, Mayor Pruitt adjourned the meeting at 9:24



Pam Pruitt, Mayor



Gina Pfister, Acting City Clerk