



## MINUTES

### City Council Regular Meeting

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6:00 PM - Tuesday, March 13, 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

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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

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### ROLL CALL

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Councilmembers Present:

Brian Holtzclaw, Mayor Pro Tem  
Vince Cavaleri, Councilmember  
Mike Todd, Councilmember  
Mark Bond, Councilmember  
Jared Mead, Councilmember

Councilmembers Absent:

Pam Pruitt, Mayor  
John Steckler, Councilmember

**Councilmember Cavaleri made a motion to excuse Mayor Pruitt and Councilmember Steckler due to illness. Councilmember Bond seconded the motion. The motion passed unanimously.**

### AUDIENCE COMMUNICATION

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- A. Neil Johnson, a Mill Creek resident, addressed Council to voice his concerns about the RV that appears to be parked at the library on a regular basis.

### STUDY SESSION

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- B. Long Term Strategic Planning
- Recreational Opportunities
  - Public Safety

City Manager Polizzotto led an interactive exercise with the Council to brainstorm strategic goals and objectives in order to identify priorities, projects and initiatives to be accomplished over the next several years in the areas of recreational opportunities and public safety.

## NEW BUSINESS

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### C. Sweetwater Ranch Stormwater Project:

- Overview
- Emergency Declaration
- Construction Contract Award

City Manager Rebecca Polizzotto gave Council an overview of the sinkhole related issues in the Sweetwater Ranch subdivision and explained the importance of timely infrastructure replacement and rehabilitation of stormwater infrastructure. City Manager Polizzotto introduced Director of Public Works & Development Services Gina Hortillosa who led Council through a PowerPoint presentation that identified several components of the emergency situation including location, chronological events, schematic design, and product information. Director Hortillosa reviewed the CCTV inspections map and answered questions from Council.

**Councilmember Todd made a motion to adopt Resolution 2018-572, declaring an emergency related to the Sweetwater Ranch stormwater infrastructure failure and authorize the City Manager to execute a small public works contract with Shoreline Construction Co. in an amount not to exceed \$250,000. Councilmember Mead seconded the motion. The motion passed unanimously.**

### D. CIP Project 17-IT-01: Citywide Computer Workstation Replacement

City Manager Rebecca Polizzotto stated that this CIP project was approved as part of the 2017-2018 biennial budget. City Manager Polizzotto recognized IT Manager James Busch for working the last several months identifying department needs and pricing out equipment. The City Manager explained how this project coincides with the City's Lean philosophy and introduced IT Manager James Busch who reviewed the summary of equipment and purchasing options.

**Councilmember Cavaleri made a motion to authorize the City Manager to execute a purchase order with Davenport Group for \$82,840.30; a purchase order with SHI International Corp. for \$3,929.98; and, a purchase order with ISOsource for an amount not to exceed \$10,000.00 for the 2018 Citywide Computer Workstation Replacement project for a total authorized purchase amount of \$96,770.28. Councilmember Mead seconded the motion. The motion passed unanimously.**

## CONSENT AGENDA

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- E. Approval of Checks #58272 through #58309 and ACH Wire Transfers in the Amount of \$86,275.06  
*(Audit Committee: Councilmember Bond and Mayor Pro Tem Holtzclaw)*
- F. Payroll and Benefit ACH Payments in the Amount of \$296,320.36  
*(Audit Committee: Councilmember Bond and Mayor Pro Tem Holtzclaw)*

**Councilmember Bond made a motion to approve the consent agenda. Councilmember Todd seconded the motion. The motion passed unanimously.**

## REPORTS

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#### G. Mayor/Council

Councilmember Todd reported that the legislative session has ended and noted several regional transportation projects approved through the offices of Senator Steve Hobbs and Senator Guy Palumbo.

Councilmember Todd reported that he has volunteered to join the Secretary of Transportation's I-5 working group.

Councilmember Todd reported that Community Transit will be holding an open house at Mill Creek City Hall on March 20 to share information about service expansion and fare changes.

Councilmember Todd reported that a transportation forum is being put together by the League of Women Voters and other partners to be held on April 18.

Mayor Pro Tem Holtzclaw requested a list of upcoming traffic construction projects and expressed concern over the WSDOT trestle project that detours vehicles onto 132nd St SE during the same time as the 132nd St SE resurfacing project.

#### H. City Manager

- Council Planning Schedule

City Manager Polizzotto reported that Director of Communications & Marketing Joni Kirk organized, and Director of Public Works & Development Services Gina Hortillosa facilitated, a multi-jurisdictional meeting with representatives from WSDOT, Snohomish County, PSE, PUD, Fire District 7 and Community Transit to coordinate construction dates, timelines, impacts to residents, emergency response impacts and communications for 13 upcoming construction projects. The above mentioned entities will be co-hosting an open house at City Hall North on April 12 to increase awareness of the projects and educate the public on potential impacts. City Manager Polizzotto presented Council with a [color coded construction map](#) that will be part of the open house materials. The City Manager reported that Director Kirk is preparing a communications plan that will be brought to Council on March 27.

#### AUDIENCE COMMUNICATION

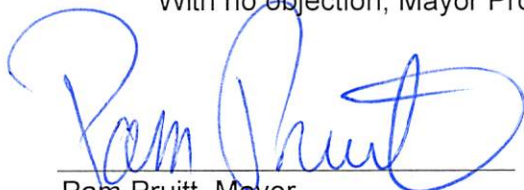
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- I. There were no comments from the audience.

#### ADJOURNMENT

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With no objection, Mayor Pro Tem Holtzclaw adjourned the meeting at 8:12 p.m.



Pam Pruitt, Mayor

  
Gina Pfister, Acting City Clerk