



## MINUTES

### City Council Regular Meeting

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6:00 PM - Tuesday, February 5, 2019

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:

*Pam Pruitt, Mayor*

*Brian Holtzclaw, Mayor Pro Tem*

*Vince Cavaleri, Councilmember*

*Mike Todd, Councilmember*

*Mark Bond, Councilmember*

Councilmembers Absent:

*John Steckler, Councilmember*

**Councilmember Cavaleri made a motion to excuse Councilmember Steckler due to a prior commitment. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.**

### AUDIENCE COMMUNICATION

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

Marge Rhodes, a Mill Creek resident, asked Council to consider appointing a minority to the vacant position even if they are not the most qualified.

### NEW BUSINESS

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**B.** City Council Interviews and Appointment

Interim City Manager Bob Stowe reviewed the process to be utilized by the Council for the conduct of initial applicant interviews for vacant City Council Position No. 2.

Applicant Neal Shulman was not available for the interview process. The following 6 applicants were given a fifteen minute interview that included two minutes for an opening statement:

1. Kelly Christensen
2. Steve Covello
3. Elaine Craig
4. Carmen Fisher
5. Richard Huebner
6. Stephanie Vignal

#### **RECESS TO EXECUTIVE SESSION**

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*(Confidential Session of the Council)*

- C. At 7:44 p.m. the meeting recessed to executive session for up to 30 minutes to evaluate the qualifications of a candidate for appointment to elected officer per RCW 42.30.110(1)(h). The executive session concluded at 8:15 p.m.

#### **RECONVENE TO REGULAR SESSION**

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- D. At 8:15 p.m. the meeting reconvened to regular session.  
E. Nominations for Finalists

Interim City Manager Bob Stowe opened the nomination round for finalists.

Councilmember Todd nominated Carmen Fisher as a finalist. Mayor Pro Tem Holtzclaw seconded the nomination.

Councilmember Cavaleri nominated Stephanie Vignal as a finalist. Councilmember Bond seconded the nomination.

- F. Appointment of a Finalist

Interim City Manager Bob Stowe reviewed the process to be utilized by the Council for appointment of a finalist to City Council Position No. 2. Ballots were passed out, collected and tabulated by City Clerk Gina Pfister. Tabulations were reviewed by City Manager Bob Stowe. Results were as follows:

Round 1: Carmen Fisher 2 votes, Stephanie Vignal 3 votes.

#### **OATH OF OFFICE**

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- G. Oath of Office for newly appointed Councilmember, Stephanie Vignal

City Clerk Gina Pfister administered the Oath of Office for newly appointed Councilmember, Stephanie Vignal.

Councilmember Vignal joined the Council at the dais.

**At 8:20 p.m. Councilmember Todd made a motion to extend the meeting up to 9:00 p.m. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

## NEW BUSINESS CONTINUED

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### H. Adoption of Policy 300-02 for Procurement of Goods and Services

Interim City Manager Bob Stowe explained that the current policy needs to be updated to properly reflect state law, the current market rates for goods and services and to clarify how the City will seek goods and services. City Manager Stowe detailed the proposed purchasing limits and requirements.

City Manager Stowe reviewed how the proposed purchasing limits and requirements will affect the Police Department's process to replace a police car and police motorcycle. City Manager Stowe asked Council to acknowledge that a future budget amendment is needed to appropriate the necessary funds for the purchase of the police motorcycle.

Council engaged in discussion. Director of Finance & Administration Peggy Lauerman and Chief of Police Greg Elwin answered questions from Council.

**Councilmember Todd made a motion to adopt Policy 300-02 for Procurement of Goods and Services, with the updated language to 6.1.1 as discussed, updating City Policy CCP 96-002. Mayor Pro Tem Holtzclaw seconded the motion. The motion passed unanimously.**

**Councilmember Bond made a motion to allow Chief of Police Greg Elwin to purchase a new police motorcycle in an amount not to exceed \$28,000, and acknowledge that a future budget amendment will be brought back to support the purchase. Councilmember Cavaleri seconded the motion. The motion passed 5-1-0 with Councilmember Todd opposed.**

## REPORTS

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### I. Mayor/Council

Councilmember Todd commented on a [handout](#) provided by Director of Public Works & Development Services Gina Hortillosa regarding the City's 2019 Capital Budget Requests.

Director of Public Works & Development Services Gina Hortillosa summarized the 2019 Capital Budget Requests and provided an update on the Complete Streets Work Plan Projects. Council engaged in discussion.

**At 8:50 p.m. Councilmember Todd made a motion to extend the meeting up to 9:15 p.m. Councilmember Cavaleri seconded the motion. The motion passed unanimously.**

### J. City Manager

- Council Planning Schedule

### K. Staff

- Park & Recreation Board Meeting Minutes of November 7, 2018
- Planning Commission Meeting Minutes of November 15, 2018

## AUDIENCE COMMUNICATION

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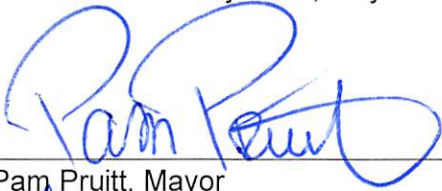
### L. Public comment on items on or not on the agenda

Wil Nelson, a Mill Creek resident, asked Council to consider additional sidewalks before installing bike lanes in the City. Mr. Nelson also spoke to comments made recently by other residents during audience communication portions of the meetings regarding diversity in the City.

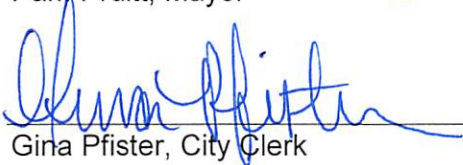
## ADJOURNMENT

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With no objection, Mayor Pruitt adjourned the meeting at 9:14 p.m.



Pam Pruitt, Mayor



Gina Pfister, City Clerk