



MINUTES

City Council Regular Meeting

6:00 PM - Tuesday, February 23, 2021

Virtual and Audio Meeting Format during COVID-19 Pandemic

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

A recording of this City Council meeting can be found [here](#):

The agenda packet for this City Council meeting can be found [here](#).

VIRTUAL MEETING INFO

A. Join Zoom Meeting

<https://zoom.us/j/97924918284>

Meeting ID: 979 2491 8284

One tap mobile

[+12532158782](tel:+12532158782).,[97924918284#](tel:+12532158782) US (Tacoma)

[+13462487799](tel:+13462487799).,[97924918284#](tel:+13462487799) US (Houston)

CALL TO ORDER

Mayor Holtzclaw called the meeting of the Mill Creek City Council to order at 6:02 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Briles.

ROLL CALL

Councilmembers Present:

Brian Holtzclaw, Mayor

Stephanie Vignal, Mayor Pro Tem

Vince Cavaleri, Councilmember

Mark Bond, Councilmember

John Steckler, Councilmember

Benjamin Briles, Councilmember

Adam Morgan, Councilmember

Councilmembers Absent:

AUDIENCE COMMUNICATION

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

There were no public comments on items on or not on the agenda.

PRESENTATIONS

- C. Black History Month Proclamation
(Mayor Holtzclaw)

Mayor Holtzclaw proclaimed February 2021 as Black History Month in the City of Mill Creek.

[Black History Month 02.2021 R1](#)

- D. Update from Snohomish Health District on COVID-19 - 19 Pandemic Response, the Vaccine, and other happenings in Public Health.
(Regina Gray, Environmental Health Director for Snohomish Health District)

Snohomish Health District (SHD) Environmental Health Director Regina Gray provided Members of Council with an update on the COVID-19 efforts in 2020 and the District's plans for 2021 in the a [presentation](#) that included the following:

- A review of SHD accomplishments in 2020 both pre and post COVID-19 pandemic.
- A look at Mill Creek specific events including number of citizens tested for COVID-19, vaccine, preparedness, the Child Care Health Outreach program initiatives and food establishment permitting and inspections.
- SHD web resources including a heat map showing locations of largest density of COVID-19 positive cases as well as rates by zip code.
- 2021 Primary Goals include:
 - Continuing to work with healthcare systems including long-term care facilities, hospitals and DSHS.
 - Disease prevention and containment.
 - Vaccine rollout.
- Implementation of 2020 adopted [strategic plan](#) including projected revenues for 2021.
- Community outreach efforts.

Council engaged in discussion and Q&A. Regina Gray sent the following answers to Council's questions during discussion:

Question: What is the closest mass vaccination site to Mill Creek?

The Boeing site is currently open, and it is technically the closest mass vaccination site to the city of Mill Creek. There may also be other providers or clinics in the city that are distributing the vaccine. Mass vaccination sites are one available method, but your individual doctor may have additional information on other opportunities.

Question: Are family members currently able to visit loved ones residing in long term care facilities?

These facilities must follow the Safe Start for Long-Term Care plan established by the Washington State Department of Social and Health Services. Outdoor visitation is permitted on a limited basis. More information on the specifics can be found in our recent media release found here: <https://www.snohd.org/CivicAlerts.aspx?AID=499>

Question: Are we looking into web crawlers to help people find available vaccines?

The District just became aware of this early this week, and we appreciate the efforts of these developers to improve the difficult and frustrating process of finding a COVID-19 vaccination. The Washington State Department of Health has reached out to COVIDWA.com developers, a team of about 80 tech professionals in the area, and they are now actively collaborating. Together, they will be releasing new solutions to help people quickly and easily find vaccines. DOH has said that more announcements and a launch are coming this week, and SHD plans to promote that information once it is released.

Question: What is the timeline to getting to 70% vaccinated?

Initially, the estimate was 6-9 months to reach 70%, and we're currently 2 months into that. Available doses have not exceeded those expectations, so that initial estimate remains accurate at this time.

Question: When will pharmacies be authorized distributors of the vaccine?

There are a few pharmacies in Snohomish county currently authorized to distribute the vaccine. QFC / Fred Meyer receives doses, as do CVS / Walgreens stores. Unfortunately, they are still receiving fairly small shipments that are not yet truly predictable. This is something we are working on.

[MillCreek_SHD Update](#)

PROPOSED NEW INITIATIVES

E. Developing and Managing an Intergovernmental Relations Strategy
(Mayor Pro Tem Vignal)

Mayor Pro Tem Vignal encouraged Council to engage in discussion regarding developing a legislative agenda for long term planning. She also recommended that Council consider engaging in a process to connect with Legislators to advocate for Mill Creek projects.

Mayor Holtzclaw expressed his support for developing a formal process to create a legislative agenda and suggested that Council consider having a lobbying presence in Olympia.

Council engaged in discussion.

Council leadership will work with the City Manager and bring options back to Council at an upcoming meeting.

NEW BUSINESS

F. Arts & Beautification Board Appointment
(Mayor Pro Tem Vignal, Councilmember Steckler and Councilmember Briles)

Councilmember Steckler announced that he, Mayor Pro Tem Vignal, Councilmember Briles and City staff interviewed three (3) candidates for the vacancy on the Arts and Beautification Board for the term to expire on 10/31/2022.

Councilmember Steckler made a motion to appoint Carmen Fisher to the Arts and Beautification Board. Councilmember Briles seconded the motion. The motion passed unanimously.

[2-23-21 Agenda Summary-Final](#)
[Schedule and A&B Board Applications 02-23-20 Redacted](#)

- G.** Building Code Update
(Mike Todd, Director of Public Works and Development Services)

Planning Manager Tom Rogers provided Members of Council with an overview of the new changes in the Mill Creek Municipal Code Chapter 15.04 to 2018 International Building Code (IBC) standards.

Councilmember Steckler made a motion to adopt ordinance 2021-870 an ORDINANCE TO AMEND CHAPTER 15.04 OF THE MILL CREEK MUNICIPAL CODE PROVIDING FOR THE ADOPTION OF THE 2018 INTERNATIONAL AND UNIFORM CODES. Mayor Pro Tem Vignal seconded the motion. The motion passed unanimously.

Council engaged in discussion about the mandate to adopt these standards despite the hardship to builders and the cost to home buyers.

[Code Update AS and Attachments](#)

CONSENT AGENDA

- H.** Approval of Checks #63059 through #63123 and ACH Wire Transfers in the Amount of \$143,943.38
(Audit Committee: Councilmember Cavaleri and Mayor Holtzclaw)

[02-23-21 AP Voucher](#)

- I.** Payroll and Benefit ACH Payments in the Amount of \$260,453.62
(Audit Committee: Councilmember Cavaleri and Mayor Holtzclaw)

[ACH Payment Vouchers 02.23.21](#)

- J.** City Council Meeting Minutes of February 9, 2021

[City Council Regular Meeting - 09 Feb 2021 - Minutes](#)

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

REPORTS

- K.** Mayor/Council

Mayor Holtzclaw announced that he and Mayor Pro Tem Vignal will be holding a

second Coffee Chat virtual town hall meeting on March 16, 2021 at 6:00 p.m.

Mayor Pro Tem Vignal reported:

- Attendance at the Association of Washington Cities (AWC) Action Days two-day event.
- Attendance at the monthly Chamber of Commerce meeting where former Snohomish Councilmember Terry Ryan spoke as a guest speaker.

Mayor Pro Tem Vignal expressed her appreciation for the Public Works Department for their hard work during the recent snow event.

Councilmember Briles reported:

- Attendance at the Association of Washington Cities (AWC) Action Days two-day event and provided an update on the most recent trends in housing.
- Interest in supporting a resolution to support House Bill (HB) 1156.
- Increasing representation and voter participation in local elections.
- Recommended a postmortem from Public Works on the recent snow event in terms of overtime for employees and equipment purchases.

Councilmember Morgan reported that Mill Creek Little League Baseball is accepting all ages of children for the upcoming season.

L. Financial Update

(Laurel Gimzo, Finance Director)

Finance Director Laurel Gimzo provided Members of Council with a financial update including:

- 2019-2020 budget vs. actual in terms of revenues and expenses.
- Year-end close out of 2020 budget
- Expectation of a more extensive audit from the State Auditor's Office (SAO) this year due to the large amounts of federal funding due to COVID-19.

Council engaged in discussion and Q&A.

Councilmember Steckler requested a breakdown of the Municipal Arts Fund. Mayor Pro Tem Vignal requested spreadsheets of the slides presented be sent to Council.

[2020 Financial Update](#)

M. City Manager

[Council Planning Schedule 02.19.21](#)

N. Staff

- Coronavirus Emergency Supplemental Fund (CESF) Grants
(Laurel Gimzo, Finance Director)

- Update on Council Chambers Retro-Fit Hybrid Meetings Report, etc.
(Joe Socoloski, IT Manager)

City Manager Michael Ciaravino:

- Finance Director Laurel Gimzo provided an overview of potential grant funding through the Coronavirus Emergency Supplemental Fund (CESF). There is a very short deadline to apply for these grants and asked for Council consensus and approval.

Councilmember Cavaleri made a motion to approve the City Manager's application for grant funds through the Coronavirus Emergency Supplemental Fund (CESF). Councilmember Steckler seconded the motion. The motion passed unanimously.

City Manager Ciaravino thanked Members of Council for a productive conversation on February 9, 2021 regarding the Dobson-Remillard-Church-Cook property (DRCC) consensus points and discussed plans for soliciting response from the community through an online survey mid-March.

- Brought to Council's attention the efforts made by Public Works and Development Services Director Mike Todd to create relationships with the Association of Washington Cities (AWC) GIS Consortium. A report will be provided to Council at the March 2, 2021 Council meeting.
- Planned community service event on April 24, 2021 from 10:00 AM to noon. The City is working with local service organizations to plan the event.
- Provided an update on the retrofit of Council Chambers to allow for in person council meetings for one to two councilmembers and efforts to ensure safety and quality sound equipment.

[1-6-2021 Park Board Minutes- Submitted](#)
[ABB Minutes Jan 13- submitted](#)

AUDIENCE COMMUNICATION

- O.** Public comment on items on or not on the agenda

Barb Heidel, a Mill Creek resident, thanked the Public Works staff in their efforts during the recent snow event and provided her suggestions for snow removal going forward.

RECESS TO EXECUTIVE SESSION

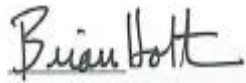
- P.**
- To discuss potential litigation as per RCW 42.30.110(i)(iii).

At 7:33 PM Council recessed into Executive Session for 20 minutes plus a 2-minute break, returning by 7:55 PM. No action will be taken.

At 7:55 PM Council reconvened the regular meeting.

ADJOURNMENT

With no objection, Mayor Holtzclaw adjourned the meeting at 7:55 PM.



Brian Holtzclaw, Mayor



Naomi Fay, City Clerk