



# City of Duvall City Council Meeting

## Minutes

February 17, 2025  
15619 Main Street, NE  
Duvall, WA 98019

### Remote Option Made Available

#### Members Present:

Amy McHenry, Mayor  
Ronn Mercer, Mayor Pro Tempore  
Adam Olen, Position # 1  
Rick Shaffer, Position # 2  
Loren Kosloske, Position # 3  
Mike Supple, Position # 5  
Jennifer Hernandez, Position #7

#### Staff Present:

Cynthia McNabb, City Administrator  
Steven Leniszewski, Director of Public Works  
Johnathan Steinbach, Administrative Assistant  
John Botero, City Clerk  
Beth McMinn, Director of Finance  
Bryan Keller, Chief of Police - DPD  
Rita Moreno, Comms. & Cmty Events Manager (R)

#### Guests Present:

Oskar Rey, City Attorney (R)  
Jeremy Barnett, Black & White Dev.  
Neal Coy  
Jeff Peterson  
Anas Shaikh  
Wissam Zeidan  
Ali Baig  
Maria Baig  
Munir Afrioli  
Sharjeel Hassan  
Tahir Ali

Lora Baier (R)  
Jill Giuliani (R)  
Susan Madeira (R)  
Zoom Handle "HE"  
Zoom Handle "Alex"  
Zoom Handle "Michael"



## **Part I – Committee of the Whole Workshop.**

- A. Review of Regular Meeting Agenda.** Mayor Pro Tempore Ronn Mercer called the workshop to order at 17.30 and asked Councilmembers present to review the regular meeting agenda. There were no corrections to the agenda.
- B. Discussion Items.**
- 1. Annexation Proposal.** Developer Jeremy Barnett with Black & White Development presented to the Council on an idea regarding a proposed development in the City of Duvall that would include affordable housing and how it would work. Mr. Barnett outlined the next steps for his projects and concluded his presentation by answering Council's questions.
  - 2. Proposed Policy on Usage of Artificial Intelligence Tools.** City Administrator Cynthia McNabb informed Council that comments received from Councilmembers regarding this policy were incorporated into the policy and that it would be presented at the next meeting for review and adoption.
  - 3. Temporary Expanded Alcohol Service.** Ms. McNabb presented on this item and indicated that the request for expanded alcohol service was more intricate than previously discussed. She discussed the finer points of this item and delved into the logistics of not only applying for a City license but also the many steps involved. Ms. McNabb informed Council that she would further research this item after receiving Council's questions and would bring it up at a later time for possible consideration.
- C. Good of the Order.** Mayor Pro Tempore Mercer kicked off the Good of the Order by asking City Clerk John Botero about the memorandum included in the packet regarding proposed updates to the public records request policy. Mr. Botero took the opportunity to address these questions and also receive further feedback from Council regarding the proposed changes before finalizing the good of the order.
- D. Adjournment.** With no further discussion, Mayor Pro Tempore Mercer adjourned the meeting at 18.59.

## **Part II – City Council Regular Meeting.**

- A. Call to Order.** At 19.06, Mayor Amy McHenry called the meeting to order and welcomed all attendees. She then invited Scout Troop 745 to lead the flag salute.
- B. Roll Call.** City Clerk John Botero called the roll at the Mayor's request. All members were present except for Councilmember Wiggins.
- C. Additions and Corrections to the Agenda.** Mayor McHenry inquired whether there were any changes or additions to the agenda. There were none.
- D. Adoption of the Council Agenda.** Mayor McHenry then asked for a motion to approve the meeting agenda. Councilmember Olen moved to approve, and Councilmember Hernandez seconded his motion. All Councilmembers voted to approve the meeting's



agenda.

- E. Proclamations.** Mayor McHenry read the proclamations for Ramadan, National Engineers Week, International Scouts Day, and Appreciation of Redemption Church. After reading the proclamation for Ramadan, she invited attendees from Madeena Masjid and the Dawoodi Bohra community to receive copies. A representative of Scouts Troop 745 received the proclamation for International Scouts Day, and a representative of Redemption Church received a plaque in gratitude for their partnership during the December flooding event, along with a copy of the proclamation.
- F. Comments from the Audience.** Mayor McHenry invited members of the public to make comments. There were none.
- G. Consent Agenda.** Mayor McHenry proceeded to ask for a motion to approve the consent agenda, namely:
1. Payroll and Claims Approval
  2. Approval of Meeting Minutes of the February 3, 2026. Council Meeting
  3. Agenda Bill 26-18 – Design Contract for NE 150<sup>th</sup> Sidewalk Project
  4. Agenda Bill 26-19 – Roof Replacement for the Wastewater Treatment Plant

Councilmember Kosloske moved to approve the consent agenda, and Councilmember Hernandez seconded. There was no opposition.

#### **H. Scheduled Items.**

- 1. Mayor's Report.** Mayor Amy McHenry reported on meetings she attended with regional policymaking groups, staff from the Riverview School District, and the district's Student Advisory Council, as well as her attendance at the Lantern Festival. Mayor McHenry also visited the Sno-Valley Senior Center. She reported on action items after a discussion with their staff, as well as her attendance at the AWC's Mayor Exchange. She concluded her report by noting that she attended the Duvall Days steering committee along with Councilmember Shaffer.
- 2. City Administrator's Report.** Ms. McNabb began by presenting updates from the Community and Economic Development Department. After her presentation, she introduced Steven Leniszewski, Director of Public Works, who presented several items related to his department. City Clerk John Botero followed Mr. Leniszewski's presentation and provided updates on his department's activities, reminding Council about the Jurassic Parliament training and the Council Retreat on March 28, 2026. Ms. McNabb concluded with updates on various administrative matters. Her presentation concluded after answering questions from Councilmembers.
- 3. Council Reports.** Mayor Pro Tempore Mercer reported on the orientation he attended on the Sound Cities Association, and Councilmember Shaffer added information on the report Mayor McHenry provided on the Duvall Days Steering



Committee. There were no other reports.

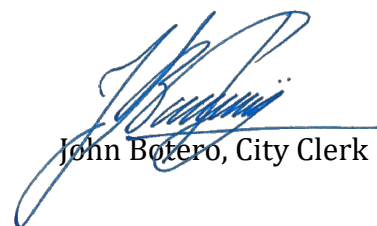
**I. New Business.**

- 1. Agenda Bill 26-20 - Reorganization of the Department of Public Works.** Director of Public Works Steven Leniszewski introduced the topic by proposing changes to his department's staff structure in response to an upcoming retirement. This restructuring would not only streamline certain departmental functions but also save on payroll costs, as duties would be redistributed in response to changes in position responsibilities. Councilmember Shaffer moved to approve the reorganization of the Department of Public Works, and Councilmember Olen seconded the motion. Having no follow-up questions, Mayor McHenry called for a vote, and all Councilmembers present voted to approve the reorganization.
- 2. Agenda Bill 26-21 - Proposed Amendments to DMC § 2.15 - Planning Commission.** Ms. McNabb provided background on why these changes were necessary and on their nature, which were intended to align with the current statute. Councilmember Supple moved to approve the ordinance amending this section of the municipal code, and Councilmember Olen seconded the motion. The motion passed unanimously.
- 3. Agenda Bill 26-22 - Proposed Amendments to DMC § 2.30 - Hearing Examiner.** Ms. McNabb indicated that the changes to this section of the municipal code were similar to those made to § 2.15, which Council had just approved. Councilmember Shaffer moved to approve the ordinance amending this section of the code, and Councilmember Supple seconded the motion. All Councilmembers present voted to approve, with no opposition.

- J. Adjournment.** Having no further business, Mayor McHenry adjourned the meeting at 20.14.

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Respectfully submitted,



John Botero, City Clerk