

**CITY OF DUVALL  
COUNCIL MEETING MINUTES  
April 2, 2019  
7:00 P.M. – Riverview Educational Service Center  
15510 – 1<sup>st</sup> Ave NE**

**Committee of the Whole Meeting: 5:30 P.M.**

**The City Council Meeting was called to order by Mayor Ockerlander at 7:08 P.M.**

**Roll Call:** Amy McHenry, Michelle Hogg, Mike Remington, Dianne Brudnicki, Jennifer Knaplund, Matthew Eyer (absent: Jason Walker)

**Staff Present:** Lara Thomas, Steve Leniszewski, Jodi Wycoff

**I. Additions or Corrections to the Agenda:**

Under Consent Agenda add: Payroll for 03/20/19 in the amount of \$51,669.67; Payroll for 04/05/19 in the amount of \$109,587.36; and Claims in the amount of \$146,484.19; under New Business add: Depot Project Discussion; and move Unfinished Business items to Consent Agenda.

**II. Adoption of Council Agenda:**

*It was moved and seconded (Brudnicki-Hogg) to adopt the 04/02/19 Council Agenda. The motion carried (6 ayes).*

Councilmember Knaplund requested the following amendment to the 03/19/19 Council minutes: New Business Item #2 (AB19-20) Depot Deck Design – staff recommendation – amend “After discussion, there was Council consensus to use concrete for the replacement material and separate the demolition of the current deck in the bid process” to “After discussion, there was Council consensus to *consider use of* concrete for the replacement material and separate the demolition of the current deck in the bid process.”. *It was moved and seconded (Eyer-Knaplund) to accept the proposed amendment. The motion carried (6 ayes).*

**III Approval of Consent Agenda:**

*It was moved and seconded (Eyer-Hogg) to approve the consent agenda which includes approving the Committee of the Whole and City Council minutes, as amended, of 03/19/19; Payroll for 03/20/19 EFTs in the amount of \$51,669.67; Payroll for 04/05/19 Checks #29708-29712 in the amount of \$109,587.36 including EFTs in the amount of \$107,770.35; and Claims Checks #29662-29707, #29653 and #29654-29660 in the amount of \$146,484.19 including EFTs in the amount of \$1,984.60; and approval of the following business items: (AB19-10) Adopt Ordinance #1251 amending Ordinance No. 1248 adopting the budget for the fiscal years 2019 & 2020 for the purpose of accounting for adjustments to revenues and expenditures; providing for severability; and establishing an effective date; (AB19-09) Approve Resolution #19-05 implementing a fee*

*schedule for short term rental of City-owned facilities and repealing resolutions 91-3 and 95-19; and (AB19-23b) Approve Resolution #19-06 formally establishing the City's 2019 Comprehensive Plan Amendment Docket in accordance with the requirements of the State's Growth Management Act and Duvall Municipal Code Chapter 14.72 (Comprehensive Plan Amendment Procedure). The motion carried (6 ayes).*

**IV. Comments from the Audience:**

M'Liss Moon, Mobility Coordinator for Snoqualmie Valley for Hopelink, introduced herself and invited Council to attend the next Snoqualmie Valley Transportation Coalition meeting on April 12<sup>th</sup>.

Jerry Sprutes, representing Duvall Chamber of Commerce, said that they recently distributed over 11,000 copies of the 2019 Visitor's Guide.

**V. Scheduled Items:**

**1. Mayor:**

Mayor Ockerlander gave an update on recent and upcoming events and meetings including a trip to Olympia to meet with Legislators. Mayor Ockerlander said that Duvall's dump truck/plow did not make it into the Capital Budget; however, projects to finish the SR522 project are still being discussed.

**2. Council:**

*There were no Council reports.*

**3. Council Ad-Hoc Committee Reports:**

Councilmember Eyer said that the Transportation Benefit District (TBD) Ad-Hoc Committee met and finalized items to be present to Council at this meeting. Councilmember Knaplund suggested that more sales tax exemptions be added to the information sheets as well as a statement that new construction will also pay into the TBD.

Councilmember Knaplund said that the Financial Policy Ad-Hoc Committee met recently to create a purpose statement and outline of policies and handed out a copy of both. Councilmember Knaplund said that the Committee would like to begin with the operating budget policies.

**3. Administration Update:**

Lara Thomas, Interim City Administrator, gave a brief presentation to give a status update on items including submitting a grant application for assistance with records management; progress on applying for state financing for the dump truck/plow; and an upcoming City Hall closure so staff can focus on internal organization. Ms. Thomas gave an update on recruitment for the Building Department, temporary assistance in the Finance Department and current policy work including the new Employee Manual. Lastly, Ms. Thomas reviewed a mathematical correction to the development information

provided at the last meeting and gave an update on the Cultural Commission and SummerStage.

**VI. Presentation:** *None*

**VII. Public Hearing:** *None*

**VIII. New Business:**

**1. (AB19-23) Confirm Mayor Ockerlander's appointment of Elaine Sawyer to Planning Commission position #7, a vacant four-year term expiring 12/31/2021.**

*It was moved and seconded (Hogg-McHenry) to Confirm Mayor Ockerlander's appointment of Elaine Sawyer to Planning Commission position #7, a vacant four-year term expiring 12/31/2021. The motion carried (6 ayes).*

**2. (AB19-24) Confirm Mayor Ockerlander's re-appointment of William Ojeda to Civil Service position #3, a six-year term expiring 04/01/2025.**

*It was moved and seconded (Brudnicki-Eyer) to Confirm Mayor Ockerlander's re-appointment of William Ojeda to Civil Service position #3, a six-year term expiring 04/01/2025. The motion carried (6 ayes).*

**3. (AB19-25) Acknowledge the correction of term expiration dates for the following: Civil Service Commission position #1 expires 04/01/2021; Civil Service Commission position #2 expires 04/01/2023; and Library Board position #1 expires 12/31/2021.**

*It was moved and seconded (Eyer-McHenry) to acknowledge the correction of term expiration dates for the following: Civil Service Commission position #1 expires 04/01/2021; Civil Service Commission position #2 expires 04/01/2023; and Library Board position #1 expires 12/31/2021. The motion carried (6 ayes).*

**4. (AB19-26) Acknowledge Council's desire to put forth to the voters a ballot measure to fund the existing Duvall Transportation Benefit District (TBD) with a 0.2% sales tax to be placed on the November 2019 general election ballot and direct staff to continue preparing ballot documentation.**

*It was moved and seconded (Eyer-Knaplund) to acknowledge Council's desire to put forth to the voters a ballot measure to fund the existing Duvall Transportation Benefit District (TBD) with a 0.2% sales tax to be placed on the November 2019 general election ballot and direct staff to continue preparing ballot documentation. The motion carried (6 ayes).*

**5. (AB19-27) Finance Director Salary Review**

Lara Thomas, Interim City Administrator, gave a presentation to review the results of a salary and benefit comparison and staff's recommendation to conduct a recruitment without the assistance of an outside consultant and utilize the existing pay band. Ms. Thomas explained that staff will come back to Council if that recruitment is unsuccessful to discuss other options.

**6. (AB19-28) Employee Contract Amendments**

Mayor Ockerlander read the staff report introducing this item and answered questions from Council. This item will be on the next agenda for further discussion and potential action.

**IX. Unfinished Business:**        *Moved to Consent Agenda.*

**X. Adjournment:**  
*There being no further business, Mayor Ockerlander adjourned the meeting at 9:18 p.m.*

Signed \_\_\_\_\_  
Amy Ockerlander, Mayor

Attest \_\_\_\_\_  
Jodi Wycoff, City Clerk