

**CITY OF DUVALL CITY COUNCIL
MEETING MINUTES
JUNE 21, 2022**

**COMMITTEE OF THE WHOLE AND
REGULAR MEETING**

**Fire District 45 Headquarters
15600 1st Ave. NE
Duvall, WA 98019**

Virtual Option Provided

Call to Order – Committee of the Whole

The Duvall City Council Committee of the Whole Meeting of June 21, 2022, was called to order by Mayor Pro Tem McHenry at 5:31 p.m. The meeting was quorate. Mayor Amy Ockerlander also was present (virtual).

Council Present: Rick Shaffer (virtual), Amy McHenry (virtual), Ronn Mercer (virtual), Michelle Hogg (virtual), John Isaacson (virtual) and Jennifer Knaplund (virtual).

Staff Present: Lara Thomas (virtual), Steve Leniszewski (virtual), Dana Mason (virtual), Daniel Kenny (virtual) and Sara McMillon

Guests Present: Dan Swedlow, Attorney, Summit Law Group (virtual)

A. Good of the Order

There was no discussion for the good of the order.

B. Review of Regular Meeting Agenda

Councilmembers reviewed the agenda for the regular meeting.

C. Discussion Items

1. King County District 3 Update

King County District 3 Councilmember Sarah Perry provided the Council with a presentation. She reviewed demographic and environmental information from the district. Her top priorities include housing, transit, the environment and behavioral health, she said. She discussed outreach efforts and the results of a survey. Together,

gaps in services and areas where services overlap can be identified, and solutions to important problems can be found. Councilmember Perry answered Council questions.

2. Closed Session

At 6:03 p.m., Mayor Pro Tem McHenry called a closed session pursuant to RCW 42.30.140(4)(b), for planning or adopting the strategy or position to be taken by the governing body during collective bargaining proceedings. City Attorney Kenny announced the closed session would be one hour in duration. Mr. Kenny and Attorney Swedlow were present for the closed session.

The Council came out of closed session at 6:43 p.m. due to lack of a quorum.

Committee Adjournment

The City Council Committee of the Whole meeting adjourned at 6:43 p.m. due to lack of a quorum.

Call to Order – Regular Meeting

The Duvall City Council Regular Meeting of June 21, 2022, was called to order by Mayor Pro Tem McHenry (virtual) at 7:04 p.m. The meeting was quorate. Mayor Ockerlander was not present.

Council Present: John Isaacson (virtual), Rick Shaffer (virtual), Amy McHenry (virtual), Ronn Mercer (virtual), Michelle Hogg (virtual), and Jennifer Knaplund (virtual)

Staff Present: Lara Thomas (virtual), Steve Leniszewski (virtual), Daniel Kenny (virtual), Dana Mason (virtual), Steve Sabourin and Sara McMillon

Guests Present: Wendy Moffat, Fire District 45, Anthony Smith, Riverview School District (virtual), Susan Leach, Riverview School District (virtual), Blake Vintertun, incoming Duvall Planning Commissioner

A. Flag Salute

Mayor Pro Tem McHenry led the flag salute.

B. Roll Call

City Clerk McMillon conducted roll call.

C. Additions and Corrections to the Agenda

The Council by unanimous consent added Agenda Bill 22-60, “Appointment of Duvall Planning Commissioner” to the agenda at the end of “New Business.”

D. Adoption of the Agenda

It was moved by Hogg to approve the agenda. The motion carried (6 ayes).

The Council approved the agenda for the regular City Council meeting of June 21, 2022, with amendment.

E. Comments from the Audience

There were no verbal or written comments from the audience.

F. Consent Agenda

It was moved by Hogg to approve the consent agenda. The motion carried (6 ayes).

The Council approved:

1. Minutes for Committee of the Whole and Regular Meetings June 7, 2022; and
2. Payroll and Claims in the Amount of \$338,412.29.

G. Scheduled Items

1. Mayor's Report

Mayor Ockerlander was not present.

2. King County Fire District 45 Report

Deputy Fire Chief Moffat reviewed the fire report.

3. Duvall Police Report

Lieutenant Sabourin reviewed ongoing recruitment and hiring efforts in the police department. The Council at the next meeting will review school resource officer interlocal agreements. In response to a question from Councilmember Shaffer, Lieutenant Sabourin said there is one additional officer to be hired.

4. Council Committee Reports

- a. Finance and Administration

Councilmember Knaplund reported the committee is in the final stages of revising the procurement policy.

b. Land Use

Councilmember Hogg said the most recent meeting was canceled.

c. Public Safety

Councilmember Shaffer noted that no meeting was held recently.

d. Public Works

Councilmember Mercer reported the committee met on the 17th and selected Councilmember Isaacson as the new chairperson. The committee heard an update on projects approaching final plat and an associated recovery agreement from Director Leniszewski. Mr. Leniszewski also discussed Big Rock ball fields and upgrades to the Wastewater Treatment Plant. Allocation of ARPA Funds also was reviewed and discussed.

e. Ad-Hoc Committees

i. Council Procedures Update/Code of Conduct

Councilmember Hogg said she and Mayor Pro Tem McHenry reviewed section 7.1, committees. Some minor changes were prepared. Soon the draft will be reviewed by the City Attorney and presented to Council.

5. Other Council Reports

Councilmember Shaffer reported he and Councilmember Knaplund are interested in greater partnership with downtown businesses for economic development. Historic preservation, improved signage, parking and recreation, storefront façade improvements for consistency and greater appeal, streetscape improvements, outdoor dining spaces, public art, and improvements that create a safe pedestrian environment would enhance the downtown. Funds from ARPA or direct city funding, or professional consulting could assist. Planning for this work may be appropriate for the Council's Land Use or Public Works committees.

6. City Administrator

Assistant City Administrator Thomas said City software OpenGov went live today. Six permits were received and processed using the new software. Finance Director Mason has facilitated OpenGov budget module training.

a. First Quarter Financial Report

Finance Director Mason provided a first quarter of 2022 financial report.

b. City Administrator Recruitment

Director Thomas reviewed the schedule for the recruitment of the new City Administrator.

c. City Councilmember Recruitment

City Clerk McMillon reported that the City has received one application for a vacancy in City Council Position No. 7.

H. Special Presentations

1. Riverview School District Superintendent Presentation, Dr. Anthony Smith

Riverview School District Superintendent Dr. Anthony Smith announced his retirement after 39 years in public education, with 28 years in the Riverview School District and nine years as the superintendent. He introduced the new superintendent, Dr. Susan Leach. He reviewed some of his accomplishments, some of which would not have been possible without partnership with the City of Duvall. Councilmembers thanked Dr. Smith for his service.

2. Love Thy Neighbor Proclamation

Mayor Pro Tem McHenry read a Love Thy Neighbor Proclamation.

I. Public Hearings

No public hearings were scheduled.

J. Unfinished Business

There was no unfinished business.

K. New Business

1. AB22-24 Ordinance Updating NPDES Code for 2022

Director Leniszewski reviewed proposed revised municipal code language required to comply with the City's Western Washington Phase II Municipal Stormwater Permit, and National Pollutant Discharge Elimination System requirements. The code changes must be adopted tonight to meet a deadline. City Attorney Kenny advised that some updates may be needed following adoption.

It was moved by Shaffer to approve Agenda Bill 22-24, adopting an ordinance adding Section 2.24.140 to the Duvall Municipal Code and repealing and reinstating Chapter 9.06 Storm Utility. The motion carried (6 ayes).

The Council adopted Ordinance No. 1303, An Ordinance of the City Council of the City of Duvall, Washington, Adding Section 2.24.140 to Chapter 2.24 “Code Enforcement,” and Repealing and Reinstating Chapter 9.06 “Storm Drainage Utility” of the Duvall Municipal Code; Providing for Severability; and Establishing an Effective Date.

2. AB22-58 Code Amendment for Staff Vacation Time

Finance Director Mason said the ordinance amends Duvall Municipal Code 4.12.020 to allow the use of vacation time as accrued, rather than requiring a six-month waiting period.

It was moved by Shaffer to approve Agenda Bill 22-58, approving the amendment to Duvall Municipal Code Chapter 4.12.020, allowing employees to use vacation accruals as earned, rather than after completing a six-month probationary period. The motion carried (6 ayes).

The Council adopted Ordinance No. 1304, An Ordinance of the City of Duvall, Washington, Amending Chapter 4.12.020 of the Duvall Municipal Code Entitled “Vacation” to Allow Employees Use of Vacation as It is Accrued or in Accordance With Their Collective Bargaining Units; Providing for Severability; and Establishing an Effective Date.

3. AB22-60 Appointment of Duvall Planning Commissioner

It was moved by Shaffer to appoint Blake Vintertun to the Duvall Planning Commission. The motion carried (6 ayes).


The Council confirmed Mayor Ockerlander’s appointment of Blake Vintertun to Planning Commission Position No. 7 with a term ending in 2025.

L. Executive Session

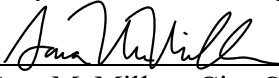
No executive session was held.

M. Adjournment

There being no further business and hearing no objections, Mayor Ockerlander adjourned the meeting at 8:54 p.m.

Signed 
Amy Ockerlander (Jul 25, 2022 09:17 PDT)

Amy Ockerlander, Mayor

Attest 

Sara McMillon, City Clerk






2022-06-21_Council Minutes_COW and Regular Meetings

Final Audit Report

2022-07-25

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|-----------------|--|
| Created: | 2022-07-20 |
| By: | Sara McMillon (sara.mcmillon@duvallwa.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA632Ak2GbkvGdZ_-BM9T-wwZWhJfrjZEz |

"2022-06-21_Council Minutes_COW and Regular Meetings" History

-  Document created by Sara McMillon (sara.mcmillon@duvallwa.gov)
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-  Document e-signed by Amy Ockerlander (amy.ockerlander@duvallwa.gov)
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