

**CITY OF DUVALL
CITY COUNCIL
COMMITTEE OF THE WHOLE MINUTES
May 17, 2016 – 5:30 p.m.
Riverview Educational Service Center – 15510 – 1st Ave NE**

Mayor Pro Tem Brudnicki called the meeting to order at 5:30 p.m.

Council present: Amy Ockerlander, Becky Nixon, Gary Gill, Jason Walker, Dianne Brudnicki
(absent: Leroy Collinwood, Scott Thomas)

Staff present: Matthew Morton, Boyd Benson, Dean Rohla, Jodi Wycoff

a. Main Street Project Update

Boyd Benson, Interim Public Works Director, said that they are currently working through the obligation process with Washington State Department of Transportation (WSDOT) which could take three to four weeks. Mr. Benson said they are hopeful that they will go to bid on the project in early June. Lastly, Mr. Benson said that the ribbon cutting ceremony for the Coe Clemmons Creek Culvert Project will be held during Duvall Days on June 4th.

b. Q2 Budget Amendment

Dean Rohla, Finance Director, reviewed the draft budget amendment ordinance and said that some items have been added since the packet was distributed. Mr. Rohla explained what the additions will be including budget transfers and a request to add a third Public Works summer hire employee. Lastly, Mr. Rohla said that the City received a PERS1 (retirement plan) invoice for a former employee that was not budgeted for. This will also be included in the amendment.

c. TBD Community Messaging

Matthew Morton, City Administrator, reviewed the draft Transportation Benefit District (TBD) brochure and website and asked for Council's feedback. Council asked that the brochure be worked on to look cleaner and be more direct in its message. Mayor Pro Tem Brudnicki will work with staff to finalize the brochure. Mr. Morton said that the brochure and press release will go out to citizens in the utility bills at the end of the month and the web page will go live then as well.

d. Stop Sign Evaluation Results

Boyd Benson, Interim Public Works Director, gave a presentation showing what work has been done to date on the Stop Sign Evaluation project. Mr. Benson said they were able to increase the number of intersections for evaluation from five to ten and stay within the scope. Mr. Benson reviewed what intersections are being evaluated. Evaluations for stop control are based on four criteria: safety, operations, prioritizing through movements, and sight distance. The majority of the intersections being evaluated meet the criteria for sight distance. Mr. Benson reviewed how sight distance is measured and what is required for sight distance at the various types of intersections. Mr. Benson showed a sample of what the finished work product from the evaluation will look like. Lastly, Mr. Benson explained that at the end of the project, Council will be presented with the technical information from the evaluation, options for correcting the issues at each intersection and a staff recommendation. Any changes to the

stop control at these intersections will be a policy decision by Council. Mr. Benson then answered questions from Council.

e. Good of the Order

Mayor Ibershof said that he and Matthew Morton, City Administrator, have been working on quite a few items lately. They both attended the WCIA (Washington Cities Insurance Authority) annual audit. Mayor Ibershof said that there are some areas that WCIA suggested the City work on, the highest priority being the employee manual. Mayor Ibershof said that he is looking into possibly having a paid intern assist with the project. Mayor Ibershof said that he attended the Association of Washington Cities NLC meeting. There are many changes to healthcare benefits coming in the future that will affect most AWC cities. A majority of AWC cities have a benefits plan that will be going away in 2018. Mayor Ibershof said that Mr. Morton has been working with the Public Works Department to evaluate and decide what, if any, changes should take place and what direction the City should go in regards to a new Public Works Director. Mayor Ibershof said that he and Mr. Morton also met with PJ Rodriguez, Snoqualmie IT Manager, regarding challenges with expectations with regards to IT systems and services. Lastly, Mayor Ibershof said that he is working with Mr. Morton on their presentations for the levy. Mayor Ibershof has met with one group already and is planning to meet with others, including Riverview School District Board members, in the near future. Mayor Ibershof is asking each group he speaks with to think of someone who would be a good fit for the levy committee. The committee should have their first meeting in the next month.

Councilmember Becky Nixon said that there have been bobcat sightings in Legacy Ridge and reminded everyone to keep their small animals inside. Councilmember Nixon said that if anyone is planning to have a vendor booth in an event like Duvall Days, they need insurance and suggested that vendors look at a website called eventhelper.com to obtain the insurance needed. It is an easy website to navigate and the pricing is good.

Mayor Ibershof asked Council if they are planning to walk in the Duvall Days parade. Mayor Ibershof also reminded Council that the AWC conference will be in Everett in June and the next Snoqualmie Valley Governments Association meeting is on May 25th.

Councilmember Amy Ockerlander reported on the Sound Cities Association Public Issues Committee meeting as well as the Eastside Transportation Partnership meeting. Councilmember Ockerlander said that there is an opening on the Regional Transit Committee preferably for a Snoqualmie Valley representative.

Councilmember Jason Walker said that he plans to attend a meeting regarding Snohomish County's plan to extend the Centennial Trail to Monroe and possibly all the way to King County to connect with the Snoqualmie Valley Trail. Councilmember Walker asked Council if they would be interested in hosting a presentation and meeting at one of the Committee of the Whole meetings to invite all parties from the two counties to discuss this project. Council agreed that they would like to host a meeting. Councilmember Walker said that in light of the possibility of North Hill requesting an extension on their development agreement and the issues they've had with stormwater, he is concerned with how current code and policy reads in which the City ultimately ends up owning, and therefore maintaining and replacing, the stormwater infrastructure. Councilmember Walker said that he would like to do a case study to look at how much it will cost the City to maintain and eventually replace stormwater infrastructure and asked Council if they would be interested in seeing the data as well. Council said

they would be interested to know this information but are concerned with how much staff time it would take to do the study.

Due to time constraints, this discussion item was continued to the City Administrator report during the regular meeting.

Adjournment

The Committee of the Whole adjourned at 6:59 p.m.

Written Reports – *the following reports were distributed in the Committee of the Whole packet:*

- 6 Year Transportation Improvement Plan
- 6 Year Capital Facilities Improvement Plan

ATTEST:

Dianne Brudnicki, Mayor Pro Tem

Jodi Wycoff, City Clerk