

**CITY OF DUVAL CITY COUNCIL
MEETING MINUTES
MARCH 15, 2022**

REGULAR MEETING

Virtual Meeting Location

Due to public health emergency, this meeting was held remotely with no in-person attendance. All Councilmembers, staff and public attended via Zoom webinar.

Committee of the Whole

The Duvall City Council Committee of the Whole Meeting of March 15, 2022 was canceled.

Call to Order – Regular Meeting

The Duvall City Council Regular Meeting of March 15, 2022, was called to order by Councilmember Hogg at 7:02 P.M. The meeting was quorate.

Council Present: John Isaacson, Rick Shaffer, Ronn Mercer, Michelle Hogg, Jennifer Knaplund and Dorothy Lengyel

Excused: Mayor Amy Ockerlander, Mayor Pro Tem Amy McHenry

Staff Present: Lara Thomas, Dana Mason, Steve Leniszewski, Michael DeBock, Daniel Kenny and Sara McMillon

A. Flag Salute

Councilmember Hogg led the flag salute.

B. Roll Call

City Clerk McMillon conducted roll call.

C. Additions and Corrections to the Agenda

There were no additions or corrections to the agenda.

D. Adoption of the Agenda

It was moved by Mercer to approve this evening's agenda. The motion carried (6 ayes).

The Council approved the agenda for the March 15, 2022, regular meeting as presented.

E. Comments from the Audience

Will Schlegel, a Monroe resident, requested Duvall Police investigate an alleged trespass incident on Riverview School District property.

City Clerk McMillon read a written public comment submitted by Juniper Belmont, a Duvall resident. Mr. Belmont asked questions concerning the speed limit on Big Rock Road and the posting of Council meeting videos, and he requested an acknowledgement of Snoqualmie tribal land at Council meetings.

F. Consent Agenda

It was moved by Shaffer to approve this evening's consent agenda. The motion carried (6 ayes).

The Council approved:

1. Minutes for Committee of the Whole and Regular Meetings March 1, 2022;
2. Payroll and Claims Approval in the Amount of \$397,959.56;
3. AB22-16, Resolution No. 22-09, A Resolution of the City of Duvall, Washington, Supporting the Execution of Policies Intended to Ensure that Mobility and Mobility Infrastructure are Accessible, Affordable, Convenient, Coordinated, Reliable and Safe for Snoqualmie Valley Residents, Businesses and Visitors.
4. AB 22-19 Council Committee Assignments for 2022. The following assignments were approved: 1) Finance and Administration Committee, McHenry, Knaplund and Lengyel; 2) Public Safety Committee, McHenry, Shaffer and Mercer; 3) Land Use Committee, Shaffer, Hogg and Knaplund; 4) Public Works Committee, Isaacson, Shaffer and Lengyel; 5) Council Procedures Committee, McHenry, Isaacson and Hogg; and 6) Human Services Committee, McHenry, Isaacson and Lengyel.

G. Scheduled Items

1. King County Fire District 45 Report *Not available*
2. Duvall Police Report

Police Chief DeBock reported the department is in a period of transition due to staff vacancies and new hires. He discussed recruitment and training efforts.

Councilmember Lengyel requested a copy of the job description for the new police administrative staff person. Councilmember Shaffer expressed his appreciation for new police hires already active and police officer recruitment underway.

3. Council Committee Reports

a. Finance and Administration

i. Procurement Policy Update

Councilmember Knaplund said the committee discussed if utility capital funds should be used to repay bond proceeds for improving the Public Works building. Councilmember Lengyel commented she thinks the committee should have reviewed bond proceed allocation before a Council decision. Ms. Knaplund said the City has a staff vacancy in the accountant position, and recruitment may prove challenging. Temporary staffing will be needed. She also reported the committee worked on recommendation for changes to the City's utility discount.

b. Land Use

Councilmember Hogg said a land use committee meeting will be held tomorrow, and new software and interim regulations for automated delivery robots will be items on the agenda.

c. Public Safety

Councilmember Shaffer reported the committee will meet later this month.

d. Public Works

Public Works Director Leniszewski reported on recruitment of engineering staff and discussed the City's surface water management program. He said sewer treatment plant upgrades are moving ahead. One response was received to a request for proposals for membrane work. An open house session to discuss Third Avenue improvements is scheduled. The City received an excellent response rate to the Big Rock Park survey.

Councilmember Knaplund discussed the possibility of land acquisition for additional parks. Director Leniszewski said the Parks, Recreation and Open Space Plan calls for additional park land. Councilmember Shaffer he would be supportive of the Public Works Committee looking into this. At the next Council Committee of the Whole meeting, the Council can review the parks survey and talk about next steps for park planning, Director Leniszewski said.

e. Ad-Hoc Committees

i. Council Procedures Update/Code of Conduct

Councilmember Hogg said a regular meeting was canceled due to scheduling conflicts and will be rescheduled.

ii. Human Services Grant Applications

Committee members are reviewing applications and a meeting will be scheduled in early April, City Clerk McMillon said.

4. Other Council Reports *None*

5. City Administrator

Community Development Director Thomas provided a report on a housing needs assessment and work on a Port of Seattle grant application. She also gave general updates.

H. Special Presentations

1. Waste Management Annual Report

Marcy Manibusan, contract manager for WM, formerly called Waste Management, gave an annual report on solid waste service for 2021. She answered Council questions and heard Council comments concerning recycling, hazardous waste disposal, pickup of bulky items, and amount of all materials collected.

2. Citywide Facilities and Master Plan Project Status – ARC Architects

Daniel Podoll, principal at ARC Architects, gave a progress report on the firm’s work on a Citywide Facilities and Master Plan project. He overviewed preliminary study results showing deferred maintenance of city-owned buildings and projected facility space necessary for staffing. Councilmember Lengyel emphasized the importance of maintaining the character of historic buildings. Mr. Podoll said this will be recognized in the plan. Councilmember Knaplund stated she would like to see phasing of improvements to facilities, and Mr. Podoll said a fiscally prudent approach would be presented. He answered further questions.

I. Public Hearings

1. Ordinance Extending Moratorium on Filing Applications Requiring Connection to City Sewer System

At 8:39 p.m., Councilmember Hogg opened the public hearing on an ordinance extending a moratorium on filing applications requiring connection to the City sewer system.

Public Works Director Leniszewski reviewed sewage treatment data concerning capacity, and detailed City ongoing efforts to upgrade the sewage treatment facility. Upgrade and expansion work must be performed prior to allowing additional sewer

connections, so the moratorium should remain in place. Councilmember Hogg then opened the floor to public comment.

Shabbir Sharaf, secretary at Anjuman-e-Burhani, Seattle, said this religious organization would like to understand the timing of improvements. He asked if the City has considered accepting applications without commitment of approval. His development project is losing valuable time. Mr. Sharaf asked if there is a website where the public can see the progress of the treatment plant project.

Hearing no further comment from the public or staff, Councilmember Hogg closed the public hearing at 8:48 p.m.

2. Public Involvement and Participation for the National Pollutant Discharge Elimination System Stormwater Program

Councilmember Hogg at 8:48 p.m. opened a public hearing on public involvement and participation for the National Pollutant Discharge Elimination System (NPDES) Stormwater Program.

Public Works Director Leniszewski provided a presentation on the City of Duvall's NPDES stormwater management program, as required annually by March 31. Councilmembers said they are appreciative of the messaging concerning responsible environmental practices and City efforts to protect water quality.

Councilmember Hogg opened the floor to public comment, and hearing no public comment or further comment from the Council or staff, she closed the public hearing at 8:59 p.m.

J. Unfinished Business

1. AB22-13 The Ridge at Big Rock Phase III Final Plat Agreement

Community Development Director Thomas highlighted changes to the proposed The Ridge at Big Rock Phase III final plat agreement made since the Council's previous review. The agreement has adequate protections for the City and allows the developer, Toll Brothers, to proceed.

It was moved by Lengyel to approve Agenda Bill 22-13, which is the Ridge at Big Rock Phase III final plat agreement. The motion carried (6 ayes).

Councilmember Hogg said City staff will proceed with executing the agreement.

2. AB21-97 Resolution Approving Final Plat for the Ridge at Big Rock Phase III

Public Works Director Leniszewski answered Council questions concerning the ownership of surface water containment vaults, liability for the vaults and steep

slopes at the subdivision. The Council briefly discussed other methods of retaining surface water runoff such as stormwater ponds that could be used in general for future development.

It was moved by Lengyel to approve Agenda Bill 21-97, which is the resolution approving the final plat for The Ridge at Big Rock Phase III. The motion carried (6 ayes).

The Council approved Resolution No. 22-10, a resolution of the City of Duvall, Washington, approving the Ridge at Big Rock Phase III (AKA Walden) Long Plat, SU17-001.

K. New Business

1. AB22-17 Ordinance Extending Moratorium on Filing Applications Requiring Connection to City Sewer System

Director Leniszewski was available to answer Council questions, but there were no questions from the Council.

It was moved by Lengyel to approve Agenda Bill 22-17, ordinance extending moratorium on filing applications requiring connection to the city sewer system, without three touches. The motion carried (6 ayes).

The Council approved Ordinance No. 1298, an ordinance of the City of Duvall, Washington, renewing the six-month moratorium on filing applications requiring connection to the City's sewer system within the city originally adopted by Ordinance 1286 for six additional months; declaring an emergency; providing for severability; and establishing an effective date.

2. AB22-18 Renewal of Memorandum of Understanding for Community Garden

Public Works Director Leniszewski said the proposed memorandum of understanding extends the partnership with Duvall Food Forest, which maintains a community garden at the Dougherty farm. He said some language concerning risk management activities like weekly property inspections to identify and remedy issues should be added.

Councilmembers spoke in favor of the agreement as a good use of the property. Councilmember Mercer suggested the Council talk about a long-term plan for the property at a future meeting.

The Council by unanimous consent directed risk management language be added to the agreement, and that the agreement be placed on the consent agenda for approval at the April 5, 2022, regular meeting.

It was moved by Knaplund to extend the meeting past 9:30 p.m. The motion carried (6 ayes).

L. Executive Session

At 9:46 p.m., Councilmember Hogg announced an executive session, pursuant to RCW 42.30.110(i), to discuss with legal counsel representing the agency potential litigation to which the agency is likely to become a party, when public knowledge regarding the discussion is likely to result in adverse consequence. She said the executive session would be 15 minutes in duration.

At 10:01 p.m., the Council came out of executive session.

M. Adjournment

There being no further business and hearing no objections, Councilmember Hogg adjourned the meeting at 10:03 p.m.

Signed *Amy Ockerlander*
Amy Ockerlander, Mayor

Attest *Sara McMillon*
Sara McMillon, City Clerk