

**CITY OF DUVALL
COUNCIL MEETING MINUTES
September 4, 2018
7:00 P.M. – Riverview Educational Service Center
15510 – 1st Ave NE**

Committee of the Whole Meeting: 4:00 P.M.

The City Council Meeting was called to order by Mayor Ockerlander at 7:00 P.M.

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

Staff Present: Lara Thomas, Lindsey Vaughn, Carey Hert, Jodi Wycoff, Larissa Grundell

I. Additions or Corrections to the Agenda:

Under Consent Agenda add: Payroll for 09/05/18 in the amount of \$113,365.22; Claims in the amount of \$157,147.76 and Excusing the absence of Jason Walker; and under Scheduled Items add: Councilmembers Hogg and Remington.

II. Adoption of Council Agenda:

It was moved and seconded (McHenry-Hogg) to adopt the 09/04/18 Council Agenda. The motion carried (5 ayes).

III. Approval of Consent Agenda:

It was moved and seconded (Brudnicki-McHenry) to approve the consent agenda which included approving the City Council minutes and Joint City Council/Planning Commission Workshop minutes of 08/21/18; Payroll for 09/05/18 Checks #28649-28652 in the amount of \$113,365.22 including EFTs in the amount of \$110,542.74; and Claims Checks #28590-28648, #28584-28589 in the amount of \$157,147.76 including EFTs in the amount of \$16,510.02; and the excusing the absences of Councilmembers Jennifer Knaplund and Jason Walker. The motion carried (5 ayes).

IV. Ratification of Contracts under Declaration of Emergency:

There were no contracts for ratification.

V. Comments from the Audience:

Mike Carmona, representing the Duvall Chamber of Commerce, invited everyone the Chamber's upcoming monthly meeting.

VI. Scheduled Items:

1. Mayor:

Mayor Ockerlander proclaimed September 2018 as National Recovery Month. Mayor Ockerlander reported that Interim Public Works Director, Tim Heyden, began working at the City this week. Mayor Ockerlander handed out policies related to anti-harassment, anti-violence and anti-bullying that Chief Hert completed and distributed to staff recently. Mayor Ockerlander invited Council to attend the Audit Entrance Conference on Friday, September 7th at 9:00 a.m. and reported on recent meetings and events she has attended as well as upcoming meetings and events.

2. Council:

Councilmember Hogg reported on a recent King County Flood District meeting she attended.

Councilmember Remington thanked City staff for the hard work and dedication to the citizens of Duvall.

3. Administration:

Lara Thomas, Deputy City Administrator, reported that staff continues work to update the job description for the Public Works Director position. Ms. Thomas said that they conducted another salary evaluation since the last meeting using additional metrics for comparison and adjusted the suggested wage increase accordingly. Ms. Thomas said a consultant would provide additional salary evaluation to Council and that they hope to bring an ordinance to the next meeting to propose a salary adjustment. Ms. Thomas gave a brief update on the status of the work being done at the Wastewater Treatment Plant. Lindsey Vaughn, Finance Director, handed out and reviewed a revised report regarding the existing levy resources. Ms. Vaughn explained that since the last meeting staff discovered that the levy does increase with the annual property tax increase. Ms. Vaughn reviewed two reports showing the levy dollar allocations using a 1% only increase as well as the 1% plus 2% new construction.

VII. Presentation: *None*

VIII. Public Hearing: *None*

IX. New Business (continued):

1. (AB18-52) Contract - Parametrix - WWTP CIP Update

Larissa Grundell, Assistant City Engineer, reviewed the proposed contract including the scope of work and budget. Ms. Grundell introduced Alan Moss with Parametrix. Ms. Grundell and Mr. Moss answered questions from Council.

2. (AB18-53) Ordinance – Amending Ordinance #1200 - Complete Streets Policy

Larissa Grundell, Assistant City Engineer, explained that this amendment will assist in making the City more competitive for Complete Streets nominations, which in turn, will make the City eligible for grant funding. This item will be on the next agenda for action.

3. (AB18-54) Ordinance – Business License Code Update

Jodi Wycoff, City Clerk, explained that this update is mandated by legislation passed in 2017, including updating the definition for “engaging in business” and setting a minimum gross income threshold for businesses outside city limits to have to pay for a business license. Ms. Wycoff explained that staff needs direction regarding the threshold amount, which cannot be less than \$2,000, and whether an out-of-city business would be fully exempt or if they would still register with Duvall and not pay a fee. After discussion, there was Council consensus to set the minimum gross income threshold at \$2,000 and require the businesses to register.

X. Unfinished Business:

1. (AB18-51) Adopt Ordinance #1239 amending Chapter 4.12.030 of the Duvall Municipal Code “Sick Leave”; providing for severability; and establishing on effective date.

It was moved and seconded (Brudnicki-Eyer) to adopt Ordinance #1239 amending Chapter 4.12.030 of the Duvall Municipal Code “Sick Leave”; providing for severability; and establishing on effective date. The motion carried (5 ayes).

XI. Executive Session: None

XII. Adjournment:

It was moved and seconded (Eyer-McHenry) to adjourn the meeting. The meeting adjourned at 7:50 p.m.

Signed _____

Amy Ockerlander, Mayor

Attest _____

Jodi Wycoff, City Clerk