

**CITY COUNCIL COMMITTEE OF THE WHOLE: 5:30 PM**

- a. Good of the Order**
- b. Sensitive Area Policy Update**
- c. Big Rock Ball Fields Project – updated change orders**
- d. Toll Brothers Community Park Discussion**

WRITTEN REPORTS:

- July 2017 Sales Tax Report
- Sensitive Area Advisory Committee Meeting #6 Update

**CITY OF DUVALL  
COUNCIL MEETING AGENDA**

**August 15, 2017**

**7:00 PM**

**Riverview Educational Service Center – 15510 – 1<sup>st</sup> Ave NE**

**Call to Order**

**Flag Salute**

**Roll Call**

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

**II. Adoption of the Council Agenda:**

**III. Consent Agenda:**

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the regular Agenda at the request of a Councilmember.

1. Council Minutes and Committee of the Whole Minutes for August 1, 2017;

2. Payroll for August 1-15, 2017, in the amount of \$ \_\_\_\_\_  
(to be provided)

3. Claims in the amount of \$ \_\_\_\_\_  
(to be provided)

**IV. Comments from the Audience:**

**V. Scheduled Items:**

1. Mayor:

a) SVGA – nominee for King County Land Conservation Advisory Group

2. Council:

3. City Administrator

4. Main Street Project Update

5. Big Rock Ball Fields Update

6. King County Fire District #45

**VI. Presentation:** *None*

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

**VIII. New Business:**

1. (AB17-63) Contract for Prosecution Services

***discussion – M. Morton***

2. (AB17-64) Approve and authorize the Mayor to approve contract change orders, not to exceed \$65,000.00, with Premier Field Development for the Big Rock Ballfields Renovation Project.

***decision – M. Morton***

3. (AB17-65) Approve and authorize the Mayor to sign 2017-2020 Facility Use Agreement for Big Rock Ball Fields between the City of Duvall and Sno-Valley North Little League.

***decision – B. Benson***

4. (AB17-66) Approve and authorize the Mayor to sign 2017-2020 Facility Use Agreement for Big Rock Ball Fields between the City of Duvall and Snoqualmie Valley Youth Soccer Association.

***decision – B. Benson***

**IX. Unfinished Business:**

1. (AB17-61) Ordinance - SR203 speed reduction

***discussion – B. Benson***

2. (AB17-62) Adopt Ordinance extending an existing six month moratorium for an additional six months, bringing the total moratorium period to one-year, as permitted by RCW 35A.63.220, on the acceptance of new residential plat applications and new multi-family development applications within the City of Duvall; providing for severability; and providing that the moratorium will take effect immediately upon passage.

***decision – M. Morton***

**X. Executive Session:** *None*

**XI. Adjournment**

**CITY OF DUVALL  
CITY COUNCIL  
COMMITTEE OF THE WHOLE MINUTES  
August 1, 2017 – 5:30 p.m.  
Riverview Educational Service Center – 15510 – 1<sup>st</sup> Ave NE**

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

**Council present:** Jason Walker, Matthew Eyer, Becky Nixon, Scott Thomas, Michelle Hogg, Amy Ockerlander (absent: Dianne Brudnicki)

**Staff present:** Matthew Morton, Lara Thomas, Lindsey Vaughn, Jodi Wycoff

**a. Good of the Order**

Councilmember Walker asked if Council was interested in having WAVE Broadband come to a future Committee of the Whole meeting to discuss options for fiber and possibly having a pilot program in Duvall. There was Council consensus that they would like to have this discussion.

**b. Economic Development**

Mayor Ibershof introduced Andrew Ballard, Chief Growth Specialist with Marketing Solutions. Mr. Ballard gave a presentation about his company and their strategies for assisting municipalities with researching and developing economic development plans, strategic plans, vision statements, etc. Mr. Ballard explained that the three key processes are internal discovery, external discovery and plan documentation. Mr. Ballard also discussed other best practices and their approach to planning. Lastly, Mr. Ballard answered questions from Council and said that if Council is interested, he could come back another time for a more in-depth conversation about economic development planning.

**c. Center for Public Safety Management – Level of Service Study Results**

Matthew Morton, City Administrator, gave a presentation reviewing the results of the level of service study that was conducted this past year. Mr. Morton explained that there were three areas of data analysis: workload, deployment and response times. Mr. Morton said that overall the Duvall Police Department is meeting expectations with regards to staffing levels, appropriate deployment of officers, appropriate response to the community and acceptable response times. Mr. Morton said there is room for additional coverage and directed deployment. Mr. Morton then answered questions from Council.

**d. Salary Survey Results**

Matthew Morton, City Administrator, reviewed a spreadsheet showing the results of the salary survey he conducted this past year. Mr. Morton explained the process he used to conduct the study including comparing Duvall salaries and job descriptions to other municipalities with similar staffing, population and tax bases as Duvall as well as comparing them to municipalities that are considered our competition where previous employees have left Duvall to go work for. Mr. Morton said that overall, the majority of Duvall salaries are within 90% of the comparables with few exceptions that are over or under that 90% mark. Mr. Morton then answered questions from Council.

**Adjournment**

The Committee of the Whole adjourned at 6:56 p.m.

**Written Reports** – *There were no written reports distributed in the Committee of the Whole packet:*

ATTEST:

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Amy Ockerlander, Mayor Pro Tem

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Jodi Wycoff, City Clerk

**CITY OF DUVALL  
COUNCIL MEETING  
August 1, 2017  
7:00 P.M. – Riverview Educational Service Center  
15510 – 1<sup>st</sup> Ave NE**

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

**The City Council Meeting was called to order by Mayor Ibershof at 7:02 P.M.**

**Roll Call:** Amy Ockerlander, Scott Thomas, Becky Nixon, Michelle Hogg, Jason Walker, Matthew Eyer (absent: Dianne Brudnicki)

**Staff Present:** Matthew Morton, Lara Thomas, Lindsey Vaughn, Jodi Wycoff

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

Under Consent Agenda add: Payroll in the amount of \$43,633.30, Claims in the amount of \$809,286.02; and Under Scheduled Items add: Councilmembers Nixon, Ockerlander and Walker.

**II. Adoption of Council Agenda:**

*It was moved and seconded (Ockerlander-Nixon) to adopt the 08/01/17 Council Agenda. The motion carried (6 ayes).*

**III. Approval of Consent Agenda:**

*It was moved and seconded (Ockerlander-Thomas) to approve the consent agenda which included approving the City Council minutes and Committee of the Whole minutes of 07/18/17; Payroll Checks #26328-26329 in the amount of \$43,633.30 including EFTs in the amount of \$40,624.12 and Claims Checks #26342-26401, #26330 and #26331-26341 in the amount of \$809,286.02 including EFTs in the amount of \$1,123.11. The motion carried (6 ayes).*

**IV. Comments from the Audience:**

Lisa Yeager, Director of Sno Valley Senior Center, handed out and briefly reviewed the Center's 2016 Annual Report. Ms. Yeager also reported on a few items of note for this year including new flooring to replace the hundred-year flooring in the Center.

**V. Scheduled Items:**

**1. Mayor:**

- a) August Council Retreat - Mayor Ibershof asked Council if they wanted to have a retreat in August and, if so, what topics they wanted on the agenda. After discussion, there was general consensus that Council will have a retreat on August 28<sup>th</sup> and they would like to invite Andrew Ballard from Marketing Solutions to lead a discussion regarding economic development.
- b) 2018 Budget Priorities – Mayor Ibershof asked Council to further prioritize the list of budget priorities that they created during the Budget Workshop on July 11<sup>th</sup> by using stickers to indicate their highest priorities. Mayor Ibershof said that staff will research estimated costs and staff time required to accomplish each priority that receives three or more stickers. Mayor Ibershof also reported that the Police Department is in the process of scheduling interviews with Riverview School District for the School Resource Officer. Lastly, Mayor

Ibershof reported that he will be meeting with King County Roads to discuss possible options for the Woodinville-Duvall bridge when that bridge is due for an upgrade.

## **2. Council:**

Councilmember Nixon thanked City Administrator, Matthew Morton, for responding in the best way possible to citizen concerns. Councilmember Nixon also said that she has been getting a lot of calls regarding trash in alleys and said the City needs to look at the policies related to this issue and enforcement of those policies.

Councilmember Ockerlander said that she attended the recent Raise the Stage concert which had a great turnout and that the National Night Out celebration happening tonight looked like it was getting busy earlier this evening.

Councilmember Walker thanked the volunteers, Kass Holdeman and Christel Haven Equestrian Center for putting together the recent Raise the Stage concert. Councilmember Walker reported on a conference call with Department of Natural Resources and the Watershed Forum meeting in July.

## **3. City Administrator:**

Prosecution Services Contract - Matthew Morton, City Administrator, said that they are in the process of scheduling interviews with respondents to the request for proposals and plan to bring a contract back for Council consideration after the selection process is complete.

Mr. Morton handed out and reviewed the July 13<sup>th</sup> staff report for the Big Rock Ball Fields Facility Use Agreements with Sno-Valley North Little League and Sno-Valley Youth Soccer Association and said that both agreements will be on the next Council agenda for consideration.

## **4. Main Street Project Update**

Mayor Ibershof, gave an update on the current and upcoming work for the project, and thanked everyone for their patience during the road closure necessary for the Thayer Creek culvert replacement.

## **5. Big Rock Ball Field Project Update**

Mayor Ibershof, gave the latest update on the Big Rock Ball Field Renovation Project and said that he would like to have a tour of the project for Council scheduled in September. Mayor Ibershof said that the City will need to purchase equipment to maintain the turf fields.

**VI. Presentation:           None**

**VII. Public Hearing:       Public Records Policy**

7:43 PM:       The Public Hearing was opened.

There were no public comments.

7:44 PM:       The Public Hearing was closed.

**Public Hearing:      Development Moratorium**

7:44 PM:      The Public Hearing was opened.

Matthew Morton, City Administrator, introduced letters received by the City regarding the moratorium into the record.

Tom DeDonato, representing NE 143<sup>rd</sup> Place LLC, said that it appears that the policy updates required by the moratorium will not require as much staff time from this point forward and asked Council to consider only extending the moratorium another three months instead of six months.

7:47 PM:      The Public Hearing was closed.

**VIII. New Business:**

**1. (AB17-61) Ordinance – Development Moratorium**

Matthew Morton, City Administrator, reviewed the documents in the agenda packet including the ordinance and work plans and said that this item will be on the next Council agenda for consideration.

**IX. Unfinished Business:**

**1. (AB17-60) Approve Resolution #17-15 adopting a Public Records Policy and ordering publication of this Resolution and the Public Records Policy and repealing Resolution 16-12.** *It was moved and seconded (Ockerlander-Nixon) to approve Resolution #17-15 adopting a Public Records Policy and ordering publication of this Resolution and the Public Records Policy and repealing Resolution 16-12. The motion carried (6 ayes).*

**2. (AB17-55) Approve and authorize the Mayor to sign second amendment to facilities lease for telecommunications facilities between City of Duvall and AT&T Mobility Corporation.** *It was moved and seconded (Nixon-Ockerlander) to approve and authorize the Mayor to sign second amendment to facilities lease for telecommunications facilities between City of Duvall and AT&T Mobility Corporation. The motion carried (6 ayes).*

**3. (AB17-38) Big Rock Ball Fields Restroom Facility.**

Mayor Ibershof reported that, because the State did not pass a Capital Budget, the grant that was anticipated to pay for the field lighting is no longer available and the City will have to pay for the lighting without the grant funding. Mayor Ibershof recommended that Council postpone purchase of the restroom facility at this time; however, the on-site sewer project for a future restroom should still be done because the trench that will hold the sewer line will be open for other aspects of the renovation project and the City crew can do the work.

**X. Executive Session:    None**

**XI. Adjournment:**

*It was moved and seconded (Ockerlander-Thomas) to adjourn the meeting. The meeting adjourned at 8:12 P.M.*

Signed \_\_\_\_\_  
Will Ibershof, Mayor

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