



City of Duvall City Council Meeting

Minutes

January 3, 2023

Riverview School District
Educational Service Center
15510 1st Ave NE
Duvall, WA 98019

Remote Option Made Available

Members Present:

Amy Ockerlander, Mayor
Amy McHenry, Mayor Pro-Tempore
Rick Shaffer
John Isaacson
Ronn Mercer
Mike Supple (Remote)
Jennifer Knaplund
Corey Lovett

Guests Present:

Staff Present:

Cynthia McNabb, City Administrator
Dana Mason, Finance Director
Steve Leniszewski, Public Works Director
Michael DeBock, Police Chief
Lara Thomas, Community Development
Director
Cheri James, Administrative Asst. III



Part I – Committee of the Whole

A. Good of the Order: Mayor Pro-Tempore McHenry called the meeting to order at 5:31 pm. After the Police Department Ceremony and reception, Council reconvened the meeting at 5:37 pm and went straight to discussion point #2.

B. Review of Meeting Agenda: No review was requested.

C. Discussion Items.

1. Police Department Promotional Ceremony: Before the COW session, Chief DeBock held a promotional ceremony for Fred Pa, promoting him to Sergeant. A reception was held in his honor after the ceremony.

2. 1st Quarter Council Retreat Discussion for Time/Date/Agenda: Mayor Pro Tempore McHenry discussed with Council the best time and date for a Council Retreat. City Administrator McNabb committed to organizing the training content and possible dates.

3. Civility and Trespass Policy: City Administrator McNabb spoke on the need for a policy to maintain the safety of City staff and asked Council for their comments on the policy and would finalize the procedure, have it reviewed by our City Attorney, and put it on the next council agenda.

4. Council Procedures Update: City Administrator McNabb and Mayor Pro Tempore McHenry discussed the procedures document and how the procedures have been through various updates. Questions, comments, and updates were requested to be sent to Ms. McNabb for further discussion at upcoming meetings.

D. Written Reports and Planning:

1. Council Committee and Other Council Reports: Due to a tight timeline for the regular Council Meeting, Mayor Pro Tempore McHenry asked if Council would like to ask committees for reports during this COW meeting. Council agreed to this revision. Ms. McHenry asked if there were any Committee reports. There were no reports. Ms. McHenry asked if there were any additional council reports. There were none; however, Ms. McHenry commented that she wanted the Council to be aware that the AWC City Action Days event, the NLC meeting, and the AWC Annual Conference were all coming up soon. She and Mayor Ockerlander encouraged all Councilmembers to try and attend these events.

2. City Administrator Update: Due to a tight timeline for the regular Council Meeting, City Administrator McNabb presented the report to Council, which included an



overview of the work in her office and with the different departments within the City government. In addition, Ms. McNabb answered council questions.

E. Adjournment: Mayor Pro Tempore McHenry adjourned this Committee of the Whole meeting at 7:04 pm with no opposition.

Part II – City Council Regular Meeting.

A. Call to Order, and Flag Salute: Mayor Amy Ockerlander called the meeting to order at 7:09 pm and asked the Council to rise to salute the flag.

B. Roll Call: Ms. James called the different Council members to record their attendance, and all answered as present.

C. Additions and Corrections to the Agenda: The Mayor inquired if there were any additions or corrections to the meeting agenda, and there were no changes, except to remove the Council Committee Reports and City Administrator Report from the agenda, as these were completed during the COW meeting.

D. Adoption of the Council Agenda: Mayor Ockerlander moved to approve the agenda, and the motion carried with no opposition.

E. Comments from the Audience: Mayor Ockerlander stated there were no members of the public in the audience. Ms. James reported that the Clerk's Office had not received any comments via e-mail.

F. Consent Agenda.

1. Mayor Pro Tempore McHenry moved to approve the items on the consent agenda, with Councilmember Isaacson seconding, and the motion carried with no opposition.

G. Scheduled Items

1. Mayor's Report: Mayor Ockerlander thanked the Public Works Department and the Police Department for their hard work during the recent weather situations we have experienced.

2. Council Committee Reports: See item D in COW minutes.

3. Other Council Reports: See item D in COW minutes.

H. Unfinished Business: None



I. **New Business:**

1. Mayor Pro Tempore Appointment: City Administrator McNabb introduced agenda Bill 23-04, appointing a Mayor Pro Tempore for 2023-2024. Mayor Ockerlander asked for nominations from Council. Councilmember Shaffer nominated the current Mayor Pro Tempore to continue to serve as such. No further discussion was had, and the motion passed unanimously.

2. Sunlit (Thayer) Final Plat: Public Works Director Leniszewski introduced Agenda Bill 23-05 and answered council questions. A motion to approve was made by Councilmember Mercer and seconded by Mayor Pro Tempore McHenry, and the motion passed unanimously.

J. **Adjournment:** Mayor Ockerlander adjourned this City Council meeting at 8:26 pm with no opposition.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cheri James". The signature is written in black ink on a white background.

Cheri James, Administrative Asst. III