

**CITY OF DUVALL CITY COUNCIL
MEETING MINUTES
JANUARY 18, 2022**

**COMMITTEE OF THE WHOLE
AND
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.

Call to Order – Committee of the Whole

The Duvall City Council Committee of the Whole Meeting of January 18, 2022, was called to order by Mayor Pro Tem McHenry at 5:33 P.M. The meeting was quorate.

Council Present: John Isaacson, Rick Shaffer, Amy McHenry, Michelle Hogg, Jennifer Knaplund and Dorothy Lengyel

Staff Present: Kevin Oppe, Lara Thomas, Steve Leniszewski, Michael DeBock

A. Good of the Order

Councilmember Hogg asked when the Council is scheduled to resolve a conflict between the municipal code and rules of procedure concerning the term of office for the Mayor Pro Tem. Administrator Oppe noted this is currently anticipated for the February 1 Committee of the Whole meeting. Councilmember Shaffer said he is interested in further discussing the plan for expenditure of ARPA Funds. It may be simple to develop an ARPA project, Councilmember Lengyel said.

B. Review of Regular Meeting Agenda

The Council reviewed the regular meeting agenda for the evening with City Administrator Oppe.

C. Discussion Items

1. Professional Services Contract for City Attorney

Community Development Director Thomas said the current contract for City Attorney professional services with Ogden, Murphy and Wallace expires at the end of the month. A contract amendment presented extends the contract through the end of

2024. An increase of \$76,500 in the contract amount will necessitate a budget amendment, bringing the total amount budgeted to \$396,420. Councilmembers discussed the local market for these services, possible methods for managing routine costs, and additional anticipated policy projects for the attorney affecting cost.

2. Toll Brothers Phase III Final Plat

Public Works Director Leniszewski provided an overview presentation of the plat. The Council discussed park improvements and other public infrastructure required to be constructed by the developer. Some improvements should be completed now, and some should be performed later and guaranteed by bonding, Mr. Leniszewski said. Bonding should be kept to a minimum.

Community Development Director Thomas said inspections on parks will begin tomorrow. There is incentive for the developer to complete public improvements so the Council can move forward with final plat approval, she said.

3. Development Map Update

Director Thomas said every quarter the City updates a map showing current development activity. This year will be a busy construction and building permit year. Duvall's population is growing. Councilmembers discussed several specific development projects.

4. Final Review of Agenda for City Council Retreat

The Council briefly reviewed an agenda prepared by Mayor Pro Tem McHenry for a retreat to be held in February.

5. Overview of Staff Position Requests for Biennium Budget

City Administrator Oppe reviewed three proposed options for new staff positions. Option one is a limited term employee ARPA Coordinator and a full-time Communications Manager. Option two is one position that combines the responsibilities of a Management Analyst and Community Engagement Manager into one position. The third option is a Management Analyst/Development Coordinator position and a Community Engagement Manager position. Each Councilmember expressed an opinion concerning these options. Councilmember Shaffer said he needs to know more about proposed responsibilities. Other Council asked questions.

D. Reports and Planning Calendar

A written report concerning development and a written calendar of upcoming Council items was provided but was not discussed.

Call to Order – Regular Meeting

The Duvall City Council Regular Meeting of January 18, 2022, was called to order by Mayor Ockerlander at 7:06 P.M. The meeting was quorate.

Council Present: John Isaacson, Rick Shaffer, Amy McHenry, Michelle Hogg, Jennifer Knaplund and Dorothy Lengyel

Staff Present: Kevin Opple, Lara Thomas, Steve Leniszewski, Michael DeBock, Daniel Kenny and Sara McMillon

A. Flag Salute

Mayor Ockerlander led the flag salute.

B. Roll Call

City Clerk McMillon conducted roll call.

C. Additions and Corrections to the Agenda

No additions or corrections to the agenda were made.

D. Adoption of the Agenda

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

The Council approved the agenda for the January 18, 2022, regular meeting as presented.

E. Comments from the Audience

Dr. Anthony Smith spoke as Superintendent of the Riverview School District concerning items of mutual interest.

F. Consent Agenda

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

The Council approved:

1. Council Minutes for Committee of the Whole Meeting January 4, 2022;
2. Council Minutes for Regular City Council Meeting January 4, 2022; and
3. Payroll and Claims Approval in the Amount of \$877,939.72.

G. Scheduled Items

1. Mayor's Report

- a. Legislative Update

Mayor Ockerlander provided an update on meetings with state representatives. She encouraged the Council to attend Association of Washington Cities weekly legislative calls to stay informed. The Council discussed state legislation affecting the City of Duvall and regional transportation and transit projects and needs with Mayor Ockerlander.

2. King County Fire District 45 Report

No fire district report was provided for this meeting.

3. Council Committee Reports

- a. Finance and Administration

Mayor Pro Tem McHenry said the committee is working diligently on updating financial policies and will meet Thursday this week.

- b. Land Use

Councilmember Hogg reported the committee will meet tomorrow at 10:30 a.m. to receive an update on legislation, software implementation and policy work and to discuss the City's relationship with the local arts community.

- c. Public Safety

This committee will meet next week, Councilmember Shaffer reported.

- d. Public Works

Mayor Pro Tem McHenry reported the committee is finalizing a Big Rock Park Community Survey. Committee members also are discussing applications for a King County Parks Levy Grant and construction and development activity.

- e. Ad-Hoc Committees

- i. Council Procedures Update/Code of Conduct

Mayor Pro Tem McHenry reported the committee will meet January 24 at 12:30 p.m.

- ii. Human Services Grant Applications

This Council committee will need to be formed to evaluate applications submitted to the City for funding. The application deadline is February 15.

4. Other Council Reports

Councilmember Knaplund discussed the Mountains to Sound Greenway Trust's National Heritage Area Management Plan. The City of Duvall may be interested in becoming a partner in the plan.

5. City Administrator

City Administrator Oppe said staff is meeting with a salary and compensation survey consultant. He reported staff will meet with a facilitator to discuss possible work with the Duvall Foundation for the Arts. Councilmember Hogg expressed support for an outcome-based proposal concerning the DFA.

H. Special Presentations

No presentations were provided.

I. Public Hearings

No public hearings were scheduled.

J. Unfinished Business

There was no unfinished business to discuss.

K. New Business

1. AB22-04 Interview of City Council Position Candidates and Potential Appointment

City Councilmembers conducted interviews of three candidates for City Council Position No. 4. A vacancy in this position occurred when Mike Remington resigned November 3, 2021. The Council interviewed Robert Smith, Jason Walker and Ronn Mercer for the position using three standard questions. Candidates for office provided closing statements.

At 8:23 p.m., Mayor Ockerlander announced an executive session pursuant to RCW 42.30.110(h), to evaluate the qualifications of a candidate for appointment to elective office. She said the session would be 15 minutes in duration.

At 8:40, City Clerk McMillon announced a five-minute extension of the executive session. At 8:45 p.m. she announced a three-minute extension of the executive session. The Council came out of executive session at 8:48 p.m. and stood at ease until 8:49 p.m. when the meeting resumed.

City Clerk McMillon conducted a vote by matrix. *By unanimous vote (6 ayes) the City Council appointed Ronn Mercer to an unexpired term in City Council Position No. 4.*

The term of City Council Position No. 4 is set to expire December 31, 2023, and Mr. Mercer will serve until certification of municipal election results that year.

Mayor Ockerlander administered the Oath of Office to Councilmember Mercer.

2. AB22-05 Interlocal for Snoqualmie Valley Housing Needs Assessment

Community Development Director Thomas said Duvall is partnering with the cities of Carnation, North Bend and Snoqualmie for a Housing Needs Assessment to address the supply and affordability of housing in the region. The Council discussed affordable housing.

3. AB22-06 Professional Services Contract for City Attorney

It was moved by Hogg that we approve Agenda Bill 22-06, professional services contract with the City Attorney. The motion carried (6 ayes).

The Council approved “Amendment 1” to the contract between the City of Duvall and Ogden Murphy Wallace PLLC for Legal Services, with a term ending December 31, 2024, unless sooner terminated under specified provisions.

4. AB22-07 Resolution Approving Temporary Sign Permit Fee Waiver

It was moved by Shaffer that we approve Agenda Bill 22-07. The motion carried (6 ayes).

The Council approved Resolution No.

5. AB22-08 Resolution Approving Temporary Special Event Permit Processing Fee Waiver

It was moved by Shaffer that we approve Agenda Bill 22-08, special event processing fee waiver. The motion carried (6 ayes).

L. Executive Session

An executive session was held earlier in the evening during the City Councilmember appointment process.

M. Adjournment

There being no further business and hearing no objections, Mayor Ockerlander adjourned the meeting at 9:12 p.m.

Signed *Amy Ockerlander*
Amy Ockerlander, Mayor

Attest *Sara McMillon*
Sara McMillon, City Clerk