



City of Duvall City Council Meeting

Minutes

April 18, 2023

15619 Main Street, NE
Duvall, WA 98019
Remote Option Made Available

Members Present:

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

Guests Present:

Daniel Kenny, Esq. – City Counsel
Adam Olem
Gail Folkins
Thomas Beckwith
Daniel Podom
Caitlin Hepworth

Staff Present:

Cynthia McNabb, City Administrator
Dana Mason, Finance Director
Michael DeBock, Police Chief
Lara Thomas, Community Development
Director
Steven Leniszewski, Public Works
Director
John Botero, City Clerk
Niomi Montes de Oca, Department of
Community Development



Part I – Committee of the Whole

- A. **Good of the Order:** Having called the meeting to order at 17:03, Mayor Pro-Tempore McHenry asked the attendants if any matters need to be addressed before starting the session. There was no response.
- B. **Review of Meeting Agenda:** Ms. McHenry inquired if the Council agreed with the agenda presented by staff. There was no response.
- C. **Discussion Items.**
 - 1. **ARC Presentation:** Messrs. Beckwith and Podom continued their presentation on facilities they started at a previous meeting. In this meeting, they provided more specific data on the building projects the Council considered. No further action was taken after Council members had an opportunity to interact and ask questions from the consultants.
 - 2. **Human Services Grant:** Mayor Pro-Tempore McHenry discussed this item with the Council and provided an update on its progress and next steps. The Council agreed that this undertaking would receive full funding. Councilmember Supple instructed staff to please have the applications ready at their earliest convenience, to which City Administrator McNabb stated that the application and guidelines would be on the City's website by May 1.
 - 3. **Housing Needs Assessment.** Mmes. Montes de Oca and Hepworth presented this item to the Council in which they explained how the survey sent out to all households in the City was created and what it envisioned to achieve; there was also an explanation of their early findings and next steps. The presentation came to an end after answering questions from different members of the Council.

Mayor Pro-Tempore McHenry adjourned this meeting at 18.44, after which the City Council meeting would commence.

Part II – City Council Regular Meeting.

- A. **Call to Order and Flag Salute.** Mayor Amy Ockerlander called the meeting to order at 19.05 and asked the Council to rise to salute the flag.
- B. **Roll Call.** The City Clerk called all Council members to record their attendance; all members were present at the meeting. The Mayor Pro-Tempore moved to excuse Mr. Isaacson's absence from today's meeting, which Mr. Shaffer seconded. There was no opposition to excusing their absences.

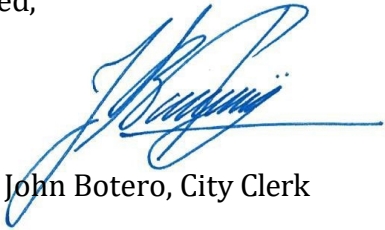


- C. **Additions and Corrections to the Agenda.** The Mayor inquired if there were any additions or corrections to the meeting agenda. An item of the consent agenda titled "Non-Profit Economic Development Grant Policy, Agenda Bill 23-24" was pulled from it and inserted into new business. There were no other changes.
- D. **Adoption of the Council Agenda.** Mayor Pro-Tempore McHenry and Councilmember Shaffer voted to proceed with the current agenda as amended. There was no opposition.
- E. **Presentations, Concession Policy.** City Attorney Daniel Kenny presented this item to the Council. After a series of questions from the Council, it was agreed that this item would be brought up at the next meeting under the consent agenda.
- F. **Comments from the Audience:** Mayor Ockerlander invited public members to speak as needed. There was no participation from the public.
- G. **Consent Agenda.**
1. Councilmember Shaffer moved to approve items 1 and 2 of the consent agenda, which Mr. Mercer seconded. There was no opposition.
- H. **Public Hearing**
1. **Surplus Agenda Bill, number 23-21.** Director of Public Works Steven Leniszewski presented this item to the Council, explaining the articles of this agenda bill and previous procedure. The Mayor then proceeded to ask the public for their input; there was none. Therefore, Director Leniszewski asked for this public hearing to remain open until the next meeting so he could present this Council with an updated schedule of items that will be surplus.
- I. **Scheduled Items**
1. **Mayor's Report.** Mayor Ockerlander provided an update about the legislative session and presented other reports related to the Office of the Mayor.
 2. **City Administrator's Report.** City Administrator McNabb provided an update from the different city departments.
- J. **Unfinished Business**
1. **Non-Profit Economic Development Grant Policy, Agenda Bill 23-24.** City Administrator McNabb presented this item to the Council and gave a timeline of events to happen on the same. Councilmember Shaffer moved to approve agenda bill 23-24, seconded by Councilmember Knaplund; there was no opposition, and the motion carried.



K. **Adjournment.** Mayor Ockerlander adjourned this City Council meeting at 20:47 with no opposition.

Respectfully Submitted,



John Botero, City Clerk