



City of Duvall City Council Meeting

Minutes

June 20, 2023

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

Members Present:

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

Guests Present:

Daniel P. Kenny, City Counsel

Staff Present:

Cynthia McNabb, City Administrator
Michael DeBock, Chief of Police
John Botero, City Clerk
Steven Leniszewski, Director of Public Works.
Niomi Montes de Oca, Sr. Planner



Part I – Committee of the Whole

The Committee of the Whole meeting scheduled for this day at 17:30 was canceled. Proper notice was given.

Part II – City Council Regular Meeting.


- A. Call to Order and Flag Salute.** Mayor Pro Tempore Amy McHenry called the meeting to order at 19.00 and asked all attendees to rise to salute the flag.
- B. Roll Call.** The City Clerk called all Council members to record their attendance. All Council members were present at the meeting.
- C. Additions and Corrections to the Agenda.** Mayor Pro Tempore McHenry asked if any changes or additions needed to be made to this meeting's agenda; there were no changes, and the session went forward after Messrs. Shaffer and Isaacson moved to approve the agenda.
- D. Comments from the Audience.** Mayor Pro Tempore opened the floor for public commentary, no public member commented during the meeting, so the meeting proceeded.
- E. Consent Agenda.** Mr. Shaffer moved to approve all items on the consent agenda, an action which Mr. Isaacson seconded. There was no opposition.
- F. Public Hearing – 6-year Transportation Improvement Program.** Mayor Pro Tempore McHenry opened the public hearing in which Mr. Leniszewski explained previous TIPs and explained the procedure behind the same. He then proceeded to answer questions from the Council. There was no public commentary, and the public hearing was drawn to a close.
- G. Mayor's Report.** Mayor Ockerlander was not present to present her report. Mayor Pro Tempore McHenry indicated that the Mayor was representing the city at the AWC conference in Spokane.
- H. City Administrator's Report.** Court Administrator McNabb proceeded to make her report regarding what is happening in City Hall at present. There were reports from other departments within City Administration.
- I. Unfinished Business – 6-Year Transportation Improvement Program.** Public Works Director Leniszewski asked Councilmembers to approve this project. Messrs. Shaffer and Supple supported this action and passed Council without opposition.
- J. Executive Session.** The Mayor Pro Tempore called the meeting into executive session at 19:48 under RCW 42.30.110 (1)(g); Council conducted this session until 20:03, the time in which they proceeded with the regular meeting.
- K. New Business – Resolution Ending Duvall's State of Emergency, Agenda Bill 23-38.** City Administrator McNabb gave a brief background of the origin of the initial emergency resolutions and what they encompassed. After answering questions from the Council, Mr.



Isaacson moved to adopt the resolution proposed by the City Administrator, Ms. Knaplund seconded the motion, and it passed with no opposition.

- L. New Business – Presentation on Finance Department Staffing:** City Administrator McNabb discussed staffing levels at the City’s Finance department, how Duvall’s finance department is understaffed as well as the possibility of hiring a Deputy Finance Director and other staff to bring this department to similar standards held by other cities. This item was informational, and no action was taken.
- M. School District Interlocal Agreement, Agenda Bill 23-40.** Chief of Police Michael DeBock presented on this item, indicating that it’s a continuation of previous agreements with the school district and how collaboration with the same will change for this current school year, there is no impact to the budgeted amount and Chief DeBock answered questions from the Council. After a brief discussion, Messrs. Shaffer and Isaacson moved to approve this agenda bill; it passed 6-0.
- N. Adjournment.** Having no other business, the Mayor Pro Tempore adjourned the meeting with no opposition at 20.21.

Respectfully Submitted,



John Botero, City Clerk