



City of Duvall City Council Meeting

Minutes

September 5, 2023
15619 Main Street, NE
Duvall, WA 98019

Remote Option Made Available

Members Present:

Amy Ockerlander, Mayor
Amy McHenry, Mayor Pro Tempore
Rick Shaffer
Jennifer Knaplund
Corey Lovett

Guests Present:

Brian Halverson, King Co. Solid Waste
Carey McNally, Waste Management
Han Kirkland, Waste Management
Daniel P. Kenny, City Attorney
Mikaila Ji (Remote)
Marc Hoffman
James Webster
Tina Blade
Crystal Frasier
Jenn Hernandez
Margaret Katselis
Josh Madwell
Axton Burton

Staff Present:

Cynthia McNabb, City Administrator
Michael DeBock, Chief of Police
Steven Leniszewski, Director of Public Works
John Botero, City Clerk
Rita Moreno, Community Events Coordinator
Niomi Montes de Oca, Senior Planner (Remote)
Lara Thomas, Director of Comm. Dev.
(Remote)



Part I – Committee of the Whole Meeting.

- A. Good of the Order.** Mayor Pro Tempore Amy McHenry opened the meeting at 17.34 and welcomed all attendees.
- B. Review of Regular Meeting Agenda.** Mayor Pro Tempore McHenry asked all Councilmembers present to review the agenda and propose any changes thereto; there were no comments from the Council.
- C. Title 2 § 28, Cultural Commission Code Change. Agenda Bill 23-55.** Director of Community Development Lara Thomas introduced proposed changes to this section of the code in which, amongst modifications to update the said code, she offered an update to the makeup of the commission, an update of the purpose, powers, duties, and meeting rules and proposed new steps for Council to take. After a brief period of questions and comments from the Council, Ms. Thomas informed the Council that these proposed changes would be made to the proposed policy and presented at the next meeting so that these changes to the code would be adopted around the same time when Council is ready to appoint new members to the commission.
- D. Request for Proposals for Big Rock Field Design, Phase II.** Director of Public Works Steven Leniszewski presented the different proposed changes for the Big Rock Field to the Council. He explained the benefits and setbacks that the two proposed projects might have. Mr. Leniszewski also informed the Council of the need to buy additional land through a grant from King County to complete this project. Councilmembers discussed the two options and inquired about potential issues, such as parking, which Mr. Leniszewski addressed. The Director of Public Works concluded his presentation by discussing the next steps related to the scope of the design. He informed the Council that this matter would be brought before it at a future date with more detailed information.
- E. Waste Management Rate Adjustment Contract Amendment, Agenda Bill 23-49.** Director of Public Works Steven Leniszewski and King County Solid Waste and Waste Management staff presented to the Council that there would be a change to the current contract the City has with the provider. The change would be mainly in the rate restructure and the new fee methodology used by Waste Management for the fixed annual charge. Mr. Leniszewski explained that the change did not immediately mean an increase to the current rate but rather how the funds received by the provider were allocated. Finally, Mr. Leniszewski explained to the Council that changes to the current contract with Waste Management would be brought before it at a future date for adoption.
- F. City Administrator Update.** City Administrator Cynthia McNabb presented to the Council an update related to future meetings, updates from Community Development, Public Works, current and future work being undertaken by City Hall, and what the Council should expect next policy-wise.



G. Adjournment. After Ms. McNabb finished her report, Mayor Pro Tempore McHenry adjourned the Committee of the Whole meeting at 19.00.

Part II – City Council Regular Meeting.

A. Call to Order and Flag Salute. Mayor Amy Ockerlander called the meeting to order at 19.06 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 except Messrs. Isaacson, Supple, and Mercer attended the meeting. Mayor Pro Tempore Amy McHenry asked that the Council excuse the absence of Councilmembers Supple and Mercer, to which there was no opposition—the motion carried by four ayes and zero nays.

C. Additions and Corrections to the Agenda. Mayor Ockerlander asked Councilmembers to review the agenda. Having no proposed changes to the same, Mayor Pro Tempore McHenry motioned to the approval of the meeting agenda, an action which Mr. Shaffer seconded. The motion passed unanimously with four ayes and zero nays.

D. Proclamations. Mayor Ockerlander read on the record a proclamation for National Senior Center Month and a proclamation for Hispanic Heritage Month. She then asked City Clerk John Botero to read the same proclamation for Hispanic Heritage Month in Spanish on the record.

E. Comments from the Audience. The Mayor opened the floor for members of the public to comment. Messrs. Marc Hoffman and James Webster rose to speak on the subject. Afterward, Mayor Ockerlander invited members attending the meeting remotely to speak. Finally, she asked the City Clerk to read comments received from the public via post or e-mail.

F. Consent Agenda. Mayor Ockerlander asked for the approval of the items contained in the consent agenda, namely:

1. Payroll and Claim Approval in the amount of \$ 1,319,911.53
2. Approval of Meeting Minutes from the August 15, 2023, Council Meeting
3. Approval of Meeting Minutes from the August 21, 2023, Special Meeting
4. Final Plat of Thomas-Nolf Subdivision, Agenda Bill 23-56
5. 142nd Pl Sidewalk Extension, Phase 2 – King County Grant Contract, AB 23-58
6. 142nd Pl Sidewalk Extension, Phase 2 – Pace Contract, Agenda Bill 23-57

Mayor Pro Tempore McHenry moved to approve the consent agenda, and Mr. Shaffer seconded—the motion carried by four ayes and zero nays.

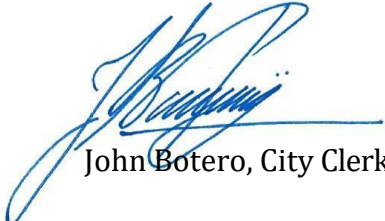
G. Public Hearing – Housing Action Plan. After Mayor Ockerlander opened this public hearing, Director of Community Development Lara Thomas and Senior



Planner Niomi Montes de Oca presented to the Council how this plan came into existence and provided a historical background to the same. Ms. Montes de Oca discussed what research went into the Housing Action Plan, its analysis, and findings, and explained these three to all members present. After concluding her presentation, different members of Council shared their concerns and questions, which both presenters addressed. Ms. Montes de Oca also presented the Council with a timeline for adoption and the next steps. Mayor Ockerlander concluded the public hearing at 19.51.

- H. Title 2 § 28, Cultural Commission Code Change. Agenda Bill 23-55.** Director of Community Development Lara Thomas reiterated the presentation she made to Council during the Committee of the Whole meeting and, with the assistance of City Attorney Daniel Kenny and City Administrator Cynthia McNabb, answered additional questions from Council.
- I. Mid-Biennium Budget Calendar Resolution, Agenda Bill 23-60.** City Clerk John Botero presented to the Council a timeline for adopting changes to the biennial budget, due to be filed with the State of Washington by the end of the current fiscal year. He presented the next steps the Council should take and, along with the City Administrator, answered their questions and concerns. Mayor Pro Tempore Amy McHenry then moved to adopt the resolution with the proposed calendar, which Mr. Shaffer seconded. There was no opposition—the motion carried by four ayes and zero nays.
- J. Waste Management Contract Amendment for Rates, Agenda Bill 23-49.** Director of Public Works Steven Leniszewski reiterated his presentation to the Committee of the Whole and answered questions from Councilmembers. There was no further action related to this item.
- K. Executive Session - Discussion with Counsel about Potential Property Acquisition under RCW 42.30.110(b).** Mayor Ockerlander called the executive session into order. The executive session concluded at 20.50.
- L. Adjournment.** Having no other business, the Mayor adjourned the meeting at 20.52.

Respectfully Submitted,



John Botero, City Clerk