



City of Duvall City Council Meeting

Minutes

November 15, 2022

Fire District 45 Headquarters

15600 1st Ave NE

Remote Option Made Available

Members Present:

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

Guests Present:

Ardor Corporation
Sara Young, Empower Youth Network
Maya Catherman, Empower Youth Network

Staff Present:

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

Part I – Committee of the Whole

- A. **Good of the Order:** Having called the meeting to order at 5:59 p.m. (late due to technical issues), at 6:00 p.m. Mayor Pro-Tempore McHenry directed council to skip the Good of the Order and go straight to a closed Executive Session.
- B. **Review of Meeting Agenda:** Review skipped due to time limitations.
- C. **Discussion Items.**



1. ***Information Technology Assessment:***

Council went into a closed session in accordance with RCW42.30.110 for a discussion regarding IT security.

2. ***Staff Position Requests for 2023-2024 Budget:***

Discussion skipped due to time limitations.

3. ***City Concession Facility Rental Policy:***

Discussion skipped due to time limitations.

D. Reports and Planning: Written Planning Calendar submitted.

E. Adjournment:

Mayor Pro Tempore McHenry adjourned the meeting at 6:45 p.m. with no objections.

Part II – City Council Regular Meeting.

A. **Call to Order and Flag Salute:** Mayor Pro Tempore called the meeting to order at 7:08 p.m. 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 except one Councilmember answered as present. There was a quorate. Mayor Ockerlander was not present.

C. **Additions and Corrections to the Agenda:**

City Administrator McNabb informed council of a numbering correction for resolutions on the agenda posted to the public.

D. **Adoption of the Council and Consent Agenda:** A motion was made by Councilmember Mercer to approve the agenda as amended, moving item 6 off of consent to new business for discussion, and seconded by Councilmember Shaffer. The motion passed with no opposition.

E. **Presentations:**

1. ***Kindness Month Proclamation:***

Mayor Pro Tempore read the proclamation aloud. Guest Sara Young spoke to council about Kindness Month and Empower Youth Network.



- F. **Closed Executive Session:** A 20-minute Executive Session, pursuant to RCW 42.30.110 was called at 7:18 by Mayor Pro Tempore McHenry to further discuss IT security risks.
- G. **Comments From the Audience:**
Mayor Pro Tempore McHenry asked for comments. There were no comments or emails.
- H. **Scheduled Items**
1. **Mayor's Report:** No report
 2. **Duvall Police Report:**
Chief DeBock reported on department accomplishments and upcoming events involving the department.
 3. **Council Committee Reports:**
The Finance Committee reported on the meeting held on 11/03/22 and there was a Council Chat held at Starbucks.
 4. **Other Council Reports:**
No additional reports.
 5. **City Administrator Report** City Administrator McNabb presented the Council with an overview of the work in her office and with the different departments within the City government.
- I. **Public Hearings:**
1. **Preliminary Operating and Capital Budget for 2023-2024:**
Hearing was opened by Mayor Pro Tempore McHenry at 8:34 p.m. Finance Director Mason gave an abbreviated presentation on the proposed 2023-2024 budget and the Public Hearing was closed at 8:41 p. m.
- J. **Unfinished Business:**
1. **Preliminary Biennial Operating and Capital Budget for 2023-2024 Agenda Bill:**
Councilmembers had discussion and it was decided to bring this back on the 11/29/22 meeting for further review.
 2. **Ordinance Adopting Ad Valorem Property Tax Levy Rate for 2023 Agenda Bill:**
Finance Director Mason gave presentation on this ordinance. Council discussed and Ms. Mason answered council questions and addressed concerns. There was a motion made by Councilmember Shaffer to extend the meeting past 9:30 p.m. which was seconded by Councilmember Knaplund.



Councilmember Shaffer moved to approve Agenda Bill 22-103 and Councilmember Mercer seconded. Motion passed with 5 ayes, 2 nays.

3. Resolution Riverview School District SIF Agenda Bill:

Community Development Director Thomas gave an update to council regarding setting up a meeting with the Riverview School District. Ms. Thomas will bring back additional information to council.

K. New Business:

1. Duvall Police Officers 2023-2025 Contract Agenda Bill:

City Administrator McNabb and Community Development Director Thomas discussed contract increases with council and stated a decision would be needed by the end of the year. Mayor Pro Tempore asked that it be put on the next agenda as a consent item.

2. Interlocal Agreement with City of Redmond for Mental Health Services Agenda Bill:

Chief DeBock gave an overview of the Interlocal Agreement and answered council questions and concerns. Councilmember Shaffer made a motion to approve Agenda Bill 22-99 and Mayor Pro Tempore seconded. Motion passed with no objections.

3. Police Department T.I. Remodel Construction Contract Agenda Bill:

Public Works Director Leniszewski discussed this contract with council, explained the cost differences that arose and answered council questions. Motion to pass this Agenda Bill 22-94 was made by Councilmember John Isaacson and was seconded by Councilmember Shaffer. Motion passed with no objections.

L. Adjournment: Mayor Ockerlander adjourned this City Council meeting at 10:14 p.m. with no opposition.

Respectfully Submitted,

Cheri James, Administrative Asst. III