



City of Duvall

WASHINGTON

ORDINANCE NO. 1346

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**AN ORDINANCE OF THE CITY OF DUVALL,  
WASHINGTON, AMENDING THE DUVALL MUNICIPAL  
CODE, § 2.16, TO UPDATE THE CHAPTER RELATED  
TO THE EXISTING PARKS ADVISORY COMMITTEE;  
AND ESTABLISHING AN EFFECTIVE DATE AND  
SEVERABILITY.**

*Whereas*, the City of Duvall maintains advisory boards and commissions to support informed decision-making and public participation in City governance, and

*Whereas*, the City of Duvall Mayor and City Council wish to reconvene a parks advisory group to involve the residents of Duvall and the surrounding areas in parks advocacy and strategic use of the city's resources in managing, maintaining, and funding City of Duvall parks, trails, and open spaces, and

*Whereas*, the City Council of Duvall aims to update and clarify the structure, membership, organization, and duties of the Parks Advisory Committee, now Commission, to ensure it remains effective and aligns with current community needs, fostering a sense of value and relevance for those involved, and

*Whereas*, the City Council finds that updating Chapter 2.16 of the Duvall Municipal Code, as provided in Exhibit A, achieves the goals stated above.

*Now, Therefore*, THE CITY COUNCIL OF THE CITY OF DUVALL, WASHINGTON, DO ORDAIN AS FOLLOWS:

**Section 1.** DMC § 2.16 is hereby amended to read as follows:

See Exhibit A attached hereto and incorporated herein by this reference.

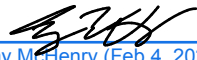
**Section 2.** *Severability.* Should any section, paragraph, sentence, clause, or phrase of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other sections, sentences, or phrases of this Ordinance.



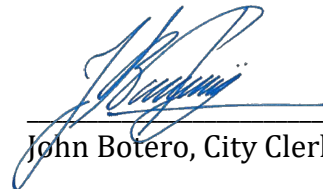
**Section 3.** *Effective date.* This Ordinance shall be published in the City's official newspaper and take effect five days after publication in the City's newspaper of record.

**Adopted** BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE THIRD DAY OF FEBRUARY OF 2026.

CITY OF DUVALL

  
Amy McHenry (Feb 4, 2026 13:09:47 PST)  
Amy McHenry, Mayor

ATTEST/AUTHENTICATED

  
John Botero, City Clerk

APPROVED AS TO FORM

  
Oskar Rey, City Attorney

**Date of Publication:** 6 February 2026  
**Effective Date:** 11 February 2026

CODE  
Title 2 - ADMINISTRATION  
Chapter 2.16 PARKS ADVISORY COMMISSION

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## ***Chapter 2.16 PARKS ADVISORY COMMISSION***

### **2.16.010 Parks advisory commission (PAC) established.**

The city parks advisory commission (PAC) is established for the purpose of providing recommendations to the city council and planning commission for the expenditure of park funds, and the development and improvement of lands for parks, trails, picnic grounds, playgrounds, recreation centers, beaches, and other recreational facilities and programs for the use and benefit of the public. The PAC will have only such powers and authority as may be granted to it by the city council. The PAC shall serve in an advisory capacity only, and shall have no final authority over the adoption of policy nor the administration of the parks program.

(Ord. 865 § 2 (part), 1998; Ord. 706 (part), 1994; Ord. 584 (part), 1990)

### **2.16.020 Membership and terms.**

A. The PAC shall be composed of a minimum of five and a maximum of nine members appointed by the mayor, subject to confirmation by the City Council. Members shall serve without compensation and be appointed to three-year terms.

B. Members of the PAC shall be residents of the city or live within the boundaries of the Duvall Urban Growth Area. The city council and mayor shall strive to maintain a majority of Duvall residents on the commission. Provided, however, that if a commission member living in the city moves outside the city limits within the UGA, they will not automatically be disqualified from continuing to serve, even if it creates a majority of nonresident commissioners.

C. The mayor and city council shall strive to appoint commissioners who represent a diverse range of qualifications, skills, backgrounds, and interests to the PAC.

(Ord. 865 § 2 (part), 1998; Ord. 706 (part), 1994; Ord. 584 (part), 1990)

### **2.16.030 Organization, meetings, rules.**

The mayor shall appoint PAC members, subject to confirmation by the city council. The mayor may remove members of the PAC at any time with the approval of a majority vote of the city council. A person appointed to fill a vacancy on the PAC shall serve out the remainder of the term of the PAC member being replaced. Immediately after their appointment, members of the PAC shall meet and organize by electing a chair and vice chair from among their members. A majority of the PAC shall constitute a quorum for the transaction of business. The PAC shall meet on the first Monday of each month, with, to the extent possible, a fixed agenda to facilitate public participation. Special meetings may be scheduled at the direction of the city council, mayor, or majority of the PAC. Notice of such special meetings shall be provided as required for special meetings of the city council. The regular PAC meeting may be canceled if there is no business to transact. The PAC may adopt rules for the transaction of its business and shall keep a public record of its minutes, actions, findings, and determinations. All PAC meetings shall be subject to the provisions of the Washington State Open Public Meetings Act.

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(Ord. 865 § 2 (part), 1998; Ord. 706 (part), 1994; Ord. 584 (part), 1990)

### **2.16.040 Duties.**

The duties of the PAC shall be as follows:

- A. To assist the city council and mayor in formulating an orderly program for the acquisition of land, waterways, buildings, facilities, and equipment, and for the development, operation, and maintenance of an adequate system of public parks, playgrounds, and recreational facilities and opportunities for the city, both within and outside its boundaries, as well as to secure funding for the listed activities;
- B. To consult with and make recommendations to the city council, planning commission, and city staff concerning the development and amendment from time to time of the city's parks and recreation comprehensive plan and capital improvement program;
- C. To hold public meetings from time to time in various parts of the city for the purpose of reviewing park and recreation programs with resident groups and the community at large. A primary objective of the PAC shall be to develop public interest and full participation in the activities of the parks program.
- D. To encourage individuals and community groups to donate funds, property, time, and/or labor for the improvement and development of park and recreation programs and facilities.

(Ord. 865 § 2 (part), 1998; Ord. 706 (part), 1994; Ord. 584 (part), 1990)










# Ord 1346 on Updating DMC § 2.16 - Parks Advisory Committee

Final Audit Report

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