

**CITY OF DUVALL
CITY COUNCIL
COMMITTEE OF THE WHOLE MINUTES
February 21, 2017 – 5:30 p.m.
Riverview Educational Service Center – 15510 – 1st Ave NE**

Mayor Pro Tem Amy Ockerlander called the meeting to order at 5:30 p.m.

Council present: Amy Ockerlander, Jason Walker, Dianne Brudnicki, Leroy Collinwood, Scott Thomas, Becky Nixon

Staff present: Matthew Morton, Lara Thomas, Dean Rohla, Boyd Benson, Larissa Grundell, Jodi Wycoff

a. Good of the Order

There were no items for Good of the Order.

b. 2014/2015 Audit Exit Conference

Dean Rohla, Finance Director, introduced Wendy Choy and Kim Nguyen, from Washington State Auditor's Office. Ms. Nguyen explained that the documents they handed out are draft results of the 2014/2015 audit. Ms. Choy reviewed the draft accountability audit results and the management letter regarding small and attractive assets. Ms. Choy explained that the City will need to update the small and attractive asset policy and create a tracking system before the next accountability audit. Ms. Nguyen reviewed the exit item regarding credit card use and said that this policy will also need to be updated. Lastly, Ms. Nguyen reviewed the financial statement report.

c. Park Impact Fee Discussion

Boyd Benson, Public Works Director, and Larissa Grundell, Assistant City Engineer/Utility Inspector, gave a brief presentation showing how they are working to update the spreadsheet that drives the Park Impact Fee. Mr. Benson explained that during the last update in 2008, they used a phased plan to develop the fees and they are planning to remove the phasing plan and go with a more standard 20-year plan. Ms. Grundell explained that in the previous plan they used an average cost per acre to determine the amount each proposed park would cost and for this update they researched actual costs of improvements. Lara Thomas, Planning Director, provided an overview of the map from the 2008 Parks Trails and Open Space Plan (PTOS). Mr. Benson reviewed the proposed map for this update. Lastly, Mr. Benson said that they will hold a public hearing at the March 7th meeting and will ask Council for direction on certain costs to include or not include in the calculation for the new fee.

Adjournment

The Committee of the Whole adjourned at 6:55 p.m.

Written Reports – *There were no written reports distributed in the Committee of the Whole packet.*

ATTEST:

Amy Ockerlander, Mayor Pro Tem

Jodi Wycoff, City Clerk