

**CITY OF DUVALL
CITY COUNCIL
COMMITTEE OF THE WHOLE MINUTES
March 6, 2018 – 5:30 p.m.
Riverview Educational Service Center – 15510 – 1st Ave NE**

Mayor Pro Tem Eyer called the meeting to order at 5:32 p.m.

Council present: Dianne Brudnicki, Matthew Eyer, Amy McHenry, Michelle Hogg, Jennifer Knaplund, Jason Walker (absent: Becky Nixon)

Staff present: Matthew Morton, Lara Thomas, Lindsey Vaughn, Boyd Benson, Larissa Grundell, Jodi Wycoff

I. Good of the Order

Mayor Pro Tem Eyer said that the ac-hoc School Impact Fee Committee will meet next week.

II. Items

1. Utility Management Tool

Boyd Benson, Public Works Director, and Larissa Grundell, Assistant City Engineer, gave a brief review of the presentation from the February 20th Committee of the Whole meeting and reviewed the next steps including creating a Request for Proposal (RFP) with a goal of publishing in April/May 2018 and bringing a staff recommendation back to Council in June. Mr. Benson and Ms. Grundell then answered questions from Council.

2. Big Rock Ballfields Restroom/Sewer

Boyd Benson, Public Works Director, gave a presentation reviewing the history of the funding for the Big Rock Ballfields project and at what point the funding and expenditures are presently. Mr. Benson explained that the City has the opportunity for a Recreation Conservation Office (RCO) grant and said that staff is requesting that Council adopt the first quarter budget amendment ordinance including this grant revenue and expenditure. Mr. Benson reviewed the proposed sewer line project within Big Rock Road and said that staff has created the design of the project and is prepared to go to bid. Mr. Benson reviewed the current Ballfields project costs and existing approved project revenue. After discussion, there was Council consensus to include the RCO grant revenue/expenditure in the first quarter budget amendment and to allow staff to go out to bid for the sewer line project.

3. Ethics Policy

Councilmember Michelle Hogg introduced the proposed ethics policy and said that after reviewing other municipalities' policies, she drafted the proposed policy using City of Kirkland's policy as a base. Councilmember Hogg said that she would like to have the City Attorney at the next

discussion on the proposed policy. There was Council consensus in support of an Ethics Policy and that they would like a dedicated meeting to discuss the policy with the City Attorney.

4. Traffic Impact Fees

Boyd Benson, Public Works Director, reviewed the documents included in the packet and said that the City Attorney has offered additional language for review as well. After discussion, there was Council consensus to move forward with a rolling three-year average for the Traffic Impact Fee. This item will be on the next Council agenda for action.

5. Light Industrial Design Guidelines - ancillary structures

Lara Thomas, Planning Director, presented Council with three options related to creating design standards for Light Industrial zoning including staff/consultant costs as well as costs for required notices and publications. Currently, Light Industrial follows the same standards as Commercial. The three options are 1. retain the existing policy; 2. do a full update to the design guidelines to create new Light Industrial Design Standards; and 3. update Commercial standards to include secondary/ancillary buildings. Ms. Thomas said that staff recommends retaining the existing policy for 2018 and consider including a code amendment in the next budget cycle. After discussion, there was Council consensus to include this subject in the Economic Development policy discussion and to include it in discussion during the 2019-2020 biennial budget development process.

III. Adjournment

The Committee of the Whole adjourned at 6:54 p.m.

Written Reports – *The following written reports were distributed in the Committee of the Whole packet:*

- February 2018 Sales Tax Report

ATTEST:

Matthew Eyer, Mayor Pro Tem

Jodi Wycoff, City Clerk