

**CITY OF DUVALL  
CITY COUNCIL**

**COMMITTEE OF THE WHOLE MINUTES  
September 18, 2018 – 5:30 p.m.  
Riverview Educational Service Center – 15510 – 1<sup>st</sup> Ave NE**

Mayor Pro Tem Eyer called the meeting to order at 5:31 p.m.

**Council present:** Matthew Eyer, Michelle Hogg, Mike Remington, Dianne Brudnicki, Jason Walker, Jennifer Knaplund, Amy McHenry

**Staff present:** Lara Thomas, Lindsey Vaughn, Shaun Tozer, Larissa Grundell, Jodi Wycoff

**I. Good of the Order**

Councilmember McHenry said that she has heard that there are issues with scheduling the fields at Big Rock Ballfields. Council discussed this issue with staff.

Councilmember Remington apologized for missing the meeting last night.

Councilmember Hogg asked about sign regulations for businesses off Main Street. Council discussed options including possible way-finding signage.

**II. Items**

**1. Administration Report**

• Declaration of Emergency Update

Lara Thomas, Deputy City Administrator, said that Administration recommends coming out of Declaration of Emergency once a Public Works Director is hired. Ms. Thomas reviewed the contracts that are on the regular agenda for ratification.

• WWTP Update

Lara Thomas, Deputy City Administrator, reported on a visit from Department of Ecology at the Wastewater Treatment Plant (WWTP) today. Ms. Thomas said that staff is requesting Council to approve an additional full time equivalent (FTE) for the WWTP and explained the need for this addition.

• Public Works Director Recruitment

Lara Thomas, Deputy City Administrator, reviewed the wage and benefit analysis results and said that staff is requesting Council to approve a pay scale adjustment at the regular meeting tonight. Ms. Thomas said staff plan to begin the recruitment process once the pay scale is set.

**2. Department Updates**

• Public Works Department

Shaun Tozer, Project Manager, gave a presentation to review current and upcoming City projects which include the sewer and restroom projects for Big Rock Ballfields, the ADA ramp project and Dougherty House painting project as well as others. Larissa Grundell, Assistant

City Engineer, reviewed developments in Duvall and explained the various stages the developments are in currently.

- Planning Department  
*Due to time constraints, this report was cancelled.*

### **III. Adjournment**

The Committee of the Whole adjourned at 6:50 p.m.

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

- Q3 Budget Amendment
- Tolt 2 Supply Line Replacement

ATTEST:

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Matthew Eyer, Mayor Pro Tem

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Jodi Wycoff, City Clerk