

**DUVALL CITY COUNCIL
COMMITTEE OF THE WHOLE
MEETING MINUTES
MARCH 7, 2022**

**23225 NE Greens Crossing Rd.
Redmond, WA 98053
And Virtual**

Due to public health concerns, the public had the option of attending using videoconferencing and teleconferencing.

Call to Order – Committee of the Whole

The Duvall City Council Committee of the Whole special meeting of March 7, 2022 was called to order by Mayor Pro Tem McHenry at 9:00 A.M. Mayor Amy Ockerlander was present. The meeting was quorate.

Council Present: John Isaacson, Rick Shaffer, Amy McHenry, Ronn Mercer, Michelle Hogg, Jennifer Knaplund and Dorothy Lengyel

Staffing Present: Kevin Oppe, Lara Thomas and Sara McMillon

A. Welcome

Mayor Pro Tem McHenry provided opening remarks and reviewed ground rules for the retreat designed to facilitate a productive meeting.

B. Kolbe Assessment

The City Council reviewed a report prepared by the Kolbe Corp, “Kolbe TeamSuccess Solutions Team Optimization”. The report presented the results of a test taken by the Council, City Administrator, Police Chief, City Clerk, and the directors of the Finance, Community Development and Public Works departments. It also contained an analysis of these results identifying team strengths and potential challenges.

C. Committee Assignments

1. Finance and Administration Committee

Mayor Pro Tem McHenry and Councilmembers Lengyel and Knaplund agreed to serve on the standing Finance Committee.

2. Public Safety

Mayor Pro Tem McHenry and Councilmembers Shaffer and Mercer agreed to serve on the standing Public Safety Committee.

3. Land Use

Councilmembers Hogg, Knaplund and Shaffer agreed to serve on the standing Land Use Committee.

4. Public Works

Councilmembers Isaacson, Lengyel and Shaffer agreed to serve on the standing Public Works Committee.

5. Council Rules of Procedure

Mayor Pro Tem McHenry and Councilmembers Hogg and Isaacson agreed to serve on the Council Rules of Procedure ad hoc committee.

6. Human Services Grants

Mayor Pro Tem McHenry and Councilmembers Lengyel and Isaacson agreed to serve on the Human Services Grants ad hoc committee.

7. New Standing Committees

The Council discussed the possibility of forming new standing committees and some possible purposes. A proposal will be presented to the Council at a future meeting.

Councilmembers agreed all Council committees could benefit from a written purpose and scope.

D. Overall Vision and Goals for Duvall

The Council discussed the appearance of Main Street and community identity, quality of life considerations, development activity, economic development and plans for constructing a new City Hall. Effectively managing residential growth to maintain community character was a goal. Annexation and associated impact was a topic of discussion. Councilmembers expressed a desire for an action plan to implement vision and goals effectively.

E. Priorities for 2023 – 2024 City Budget

Councilmembers discussed emphasizing economic and community development planning and implementation, continuing financial planning with more in-depth bond and levy analysis, development services, staffing size aligned with growth, term limited staffing aligned with specific deliverables and information technology in the biennial

budget. Deemphasizing police funding was talked about due to strong investment in these resources recently.

F. Council Procedures Review Discussion

Councilmembers discussed ways to arrive at decisions more efficiently, such as elimination of the “three-touch rule.” Streamlining Council committee work and focusing committees on a stated purpose was discussed.

G. Adjournment

There being no further business and hearing no objections, Mayor Pro Tem McHenry adjourned the meeting at 2:03 p.m.

Signed *Amy Ockerlander*
Amy Ockerlander, Mayor

Attest *Sara McMillon*
Sara McMillon, City Clerk