

**CITY OF DUVALL
CITY COUNCIL
DRAFT COMMITTEE OF THE WHOLE MINUTES
October 5, 2021 – 5:30 p.m.
Virtual Only Meeting via Zoom**

Due to public health emergency, this meeting was held remotely. All Councilmembers and staff attended via Zoom webinar.

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

Council present: Amy McHenry, Dorothy Lengyel, Michelle Hogg, Mike Remington, Jennifer Knaplund, Dianne Brudnicki, Rick Shaffer

Staff present: Ryan Cotton, Steve Leniszewski, Dana Mason, Lara Thomas, Michael DeBock
Stephanie Goodwin

I. Good of the Order

Councilmember McHenry met with a local business regarding the plastic bag ban and concerns with the timing.

Councilmember Lengyel suggested the Council look at the 2017 Audit and Management Letters as it reflects a lot of the Code challenges we currently have now.

Mayor Pro Tem Remington asked Council if they would be interested in moving the November 2nd Council meeting to November 1st due to the Election Day. Council will check their schedules. Mayor Pro Tem Remington also asked to revise the order of the items for the Committee of the Whole. There was consensus to do so.

II. Items:

1. Interim Committee Procedures

Councilmembers McHenry and Lengyel gave a presentation to review their proposed interim procedures for Council Committees. Councilmembers McHenry and Lengyel answered questions from other Councilmembers.

2. 2021-2022 Biennial Mid-biennium Adjustments

Dana Mason, Finance Director, shared the calendar for the mid-biennium adjustments; along with recommended general fund revenue adjustments. Ms. Mason then answered questions from Council.

3. Contract-Ten-Year Independent Financial Plan Consultant and Implementation including a Possible Fiscal Sustainability Plan (FSP)

Ryan Cotton, Interim City Administrator, shared the information regarding the criteria for the various RFP (Request for Proposal) bidders. Councilmembers Lengyel and Councilmember Knaplund provided their opinions based on the Finance and Administration Committee work they have done. Mayor Pro Tem would like to add this item to the City Council meeting agenda.

4. Strategic Planning

Due to lack of time, this item is being moved to a future Committee of Whole meeting.

III. Adjournment

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

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

- Housing Action Plan and Needs Assessment Grant-Community Development
- City Clerk job description update-Administration

ATTEST:

Michael Remington, Mayor Pro Tem

Stephanie Goodwin, Accounting Associate