

**CITY OF DUVALL
CITY COUNCIL**

**RETREAT MINUTES
February 28, 2020 – 9:30 a.m.
Duvall Visitor Center – 15619 Main Street NE**

Mayor Pro Tem Remington called the retreat to order at 9:40 a.m.

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

Staff present: Lara Thomas, Carey Hert, Steve Leniszewski, Dana Mason, Jodi Wycoff

Mayor Pro Tem Remington reviewed the agenda topics.

1. Facilities

Steve Leniszewski, Public Works Director, gave a brief history of Council review of City facilities to date and decision points that need to be made. Councilmember Lengyel led a group activity on City facilities focusing on the Duvall Visitor Center building and the W.R.E.C.K. Center building. Council discussed options including short and long-term leases, options to sell the buildings and possibly moving Council meetings to one of the locations. This discussion will continue at a future meeting.

2. Community Development and Wastewater Staffing

Lara Thomas, Community Development Director, gave a presentation reviewing the current staffing and workload within the Community Development Department. Ms. Thomas reviewed staffing change requests that will be coming to Council for decision including re-allocating one position to another and making a temporary position permanent and moving that position to another in the future. Ms. Thomas reviewed revenue projections for the Department and anticipated expenditures related to the requested staffing changes.

Steve Leniszewski, Public Works Director, reviewed plans for staffing at the Wastewater Treatment Plant. Mr. Leniszewski also explained certain work items they are looking at having a contractor provide that are currently under the Maintenance Crew to save money and free up time to do other work.

3. Legal Services

Lara Thomas, Community Development Director, gave a brief presentation to explain the Request for Proposals process and timeline. The goal is to have a decision at a special meeting on March 24, 2020.

4. City Council Goals and Priorities

This item was not discussed and will be on the March 3, 2020 Committee of the Whole agenda.

Adjournment

The Council Retreat adjourned at 2:45 p.m.

ATTEST:

Mike Remington, Mayor Pro Tem

Jodi Wycoff, City Clerk