



## FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES OCTOBER 3, 2023

---

*This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom.*

### CALL TO ORDER

Chair Bryan Holloway called the meeting to order at 6:04 pm.

**Committee Members:** Councilmembers Bryan Holloway and Louis Washington were present.

Councilmember Mayhew's absence was excused.

Mayor Katherine Ross was also present.

#### **City Staff:**

Mike Chambless, Interim City Administrator; Deana Dean, City Clerk; Janna Walker, Budget Analyst; Emily Arteche, Community Development Director; Sarah Reeder, IT Manager; Carson Hornsby, Management Analyst; and Andrew Jongekryg, IT Support.

**AGENDA APPROVAL:** The agenda was approved as presented.

**PUBLIC COMMENTS** - There were no public comments.

### MINUTES

1. The minutes from the September 19, 2023, meeting were approved as presented.

### APPROVAL OF WARRANTS / CLAIMS

2. The claims approval report dated October 9, 2023, was approved to move forward at the October 9, 2023, City Council consent agenda.

### AGENDA BILLS

3. **AB23-079:** Meadowbrook Farm Operations and Maintenance Services Agreement. Emily Arteche, Community Development Director, spoke to this item. Committee questions and comments followed. This item is approved to move forward at the October 9, 2023, City Council meeting on consent agenda.
4. **AB23-112:** Meadowbrook Farm Governance ILA. Emily Arteche, Community Development Director, spoke to this item with Mayor Ross providing some clarification regarding dispute resolution on the budget. Discussion followed. This item is approved to move forward at the October 9, 2023, City Council meeting on non-consent agenda.

## DISCUSSION

5. **Council Priority Tracker.** CM Holloway reviewed the list of council priorities for the Finance & Administration Committee, selecting an item or two for the next committee meeting. Items identified were City Network Improvements, and Financial Transparency Tools. Chambless noted citywide badges is complete. CM Holloway indicated there should be something in the notes to include the talking point such as what the benefit is to the city and bring it up as an item of note to Council. CM Washington added that an end date should be included.

**CITY COUNCIL MEETING AGENDA REVIEW:** The October 9, 2023, City Council Agenda was approved as amended.

## EXECUTIVE SESSION

Executive Session pursuant to RCW 42.30.110(1)(i)(ii) and/or (iii), to discuss with legal counsel:

(ii) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency for approximately 30 minutes.

No action is anticipated following conclusion of the executive session.

Council entered into Executive Session at 6:31 pm.

At 7:00 pm, Council extended Executive Session for an additional 10 minutes.

Executive Session ended at 7:10 pm.

**ADJOURNMENT** - The meeting was adjourned at 7:10 pm.

*Minutes taken by Deana Dean, City Clerk.*

*Recorded meeting audio is available on the City website after the meeting.*

*Minutes approved at the \_\_\_\_\_ Finance & Administration Committee Meeting.*