



# FINANCE & ADMINISTRATION COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES APRIL 2, 2024

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*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 6:00 pm.

**Committee Members:** Councilmembers Bryan Holloway, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

### **City Staff:**

Michael Chambless, City Administrator; Deana Dean, City Clerk; Drew Bouta, Finance Director; Emily Arteche, Community Development Director (remote); and Jimmie Betts, IT Support.

Rachel Turpin from Madrona Law was also present.

**AGENDA APPROVAL:** The agenda was amended to move Executive Session to after Public Comments.

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

## EXECUTIVE SESSION

Executive Sessions pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency lasting approximately 20 minutes.

At 6:04 pm, committee entered into Executive Session.

At 6:29 pm, committee extended Executive Session for an additional 10 minutes.

Committee resumed open session at 6:38 pm.

## MINUTES

1. The minutes from the March 19, 2024, meeting were approved as presented.

## APPROVAL OF WARRANTS / CLAIMS

2. The claims report dated April 8, 2024, was approved to move forward at the April 8, 2024, City Council meeting on the consent agenda.

## AGENDA BILLS

3. **AB24-023:** Resolution Adopting Commission and Committee Handbook. City Clerk Dean spoke to this item. Discussion followed. This item will be placed on the April 8, 2024, City Council meeting for discussion and request for council feedback.
4. **AB24-026:** Ordinance amending SMC Chapters 2.06, 2.08, 2.11, 2.12, 2.16, and 2.22, and repealing Chapters 2.10 and 2.56. City Clerk Dean spoke to this item. Questions and discussion followed. This item is approved to move forward at the April 8, 2024, City Council meeting for first reading of the ordinance.
5. **AB24-038:** Proclamation Policy. City Clerk Dean spoke to this item. Discussion followed. This item will be placed on the April 8, 2024, City Council meeting for discussion and request for council feedback.
6. **AB23-112:** Meadowbrook Interlocal Agreement. Mayor Ross spoke to this item. Committee questions and comments followed. This item is approved to move forward at the April 8, 2024, City Council meeting on the consent agenda.

## DISCUSSION

7. Upcoming Agenda Items. Information only.

## CITY COUNCIL MEETING AGENDA REVIEW:

8. Review Draft City Council Agenda dated April 8, 2024. The agenda was approved as amended.

**ADJOURNMENT** - The meeting was adjourned at 7:42 pm.

*Minutes taken by Deana Dean, City Clerk.*

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

*Minutes approved at the April 16, 2024, Finance & Administration Committee Meeting.*