

ORDINANCE NO. 2008-07

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING SECTION 2.04.040 OF THE POULSBO MUNICIPAL CODE IN ORDER TO CHANGE THE NAME OF THE LONG-RANGE PLANNING COMMITTEE TO THE CAPITAL IMPROVEMENT PLANNING COMMITTEE AND IN ORDER TO PROVIDE FOR APPOINTMENTS OF COUNCIL MEMBERS TO THE COMMITTEE TO BE MADE BY THE CITY COUNCIL; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 2.04.040 of the Poulsbo Municipal Code creates a Long-Range Planning Committee composed of the Mayor and three members of the City Council, and

WHEREAS, Subsection 2.04.040(B) provides that the members of the City Council serving on the Long-Range Planning Committee are to come from the City Council's Finance/Administration Committee, Community Services Committee, and Public Works Committee and are to be appointed by the members of those committees, and

WHEREAS, the City Council has decided to change the name of the Long-Range Planning Committee to the Capital Improvement Planning Committee and to make the three members from the Council appointed by the Council as a body and not by any committee thereof, now, therefore,

THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, DO
ORDAIN AS FOLLOWS:

Section 1. **Capital Improvement Planning Committee.** Section 2.04.040 of the Poulsbo Municipal Code is hereby amended to read as follows:

2.04.040 **Capital Improvement Planning Committee.**

A. A Capital Improvement Planning Committee is hereby created in order to consider and make recommendations on the City's capital improvement needs. The Committee shall have

two functions: strategic planning and finance/budget. Strategic planning will deal with very long-term policy planning, including capital improvement planning as part of the City's comprehensive plan. Finance/budget will deal with short-term planning which falls under the budget process (including capital improvement projects), with capital improvement projects being reviewed by individual committees, then being reviewed by the Finance/Administration Committee, and then being forwarded with recommendations to the full Poulsbo City Council.

B. The Capital Improvement Planning Committee shall consist of the following four members:

1. Three members of the Poulsbo City Council to be chosen by the Council; and

2. The Mayor.

C. City Councilmember appointments shall be for two year terms that coincide with the terms those Councilmembers serve on the City Council. The Mayor shall serve *ex officio* during his or her tenure in the office and shall chair the Committee.

D. The Capital Improvement Planning Committee shall be advisory only. The Committee may take public comment during any Committee meeting on any matter within the Committee's purview. It is the intent that the Committee provide for such comment in an informal atmosphere which allows for a dialogue between the public and the Committee members.

E. The Planning Department will provide staff support to the Committee in fulfilling its strategic planning functions and the Finance Department will provide staff support to the Committee in fulfilling its finance/budget functions. Such staff support shall include, but not be limited to, the development of meeting agendas and the process for obtaining the input of committee members. Other departments of the City may be called upon by the Committee for staff work required for the conduct of the Committee's business on any specific issue.

F. The Capital Improvement Planning Committee will meet at least quarterly at Poulsbo City Hall. The date and time of each Committee meeting shall be determined by the Mayor and proper notice shall be given for any such meeting under the Open Public Meetings Act. The Committee may meet at such other places, dates, and times as deemed appropriate by the Committee

and may cancel any meeting in the event of a lack of a quorum or for other reasons deemed appropriate by the Committee.

G. Committee meetings shall be open to the public, except as otherwise authorized by the Open Public Meetings Act, chapter 42.30 RCW. Notice of the time and place of the meetings shall be provided to the City's official newspaper and posted at the City's official posting locations.

H. A majority of the Committee members shall constitute a quorum for purposes of conducting business.

I. The Committee shall keep minutes of its meetings and the Mayor shall make a report to the City Council at the next regular meeting following the meeting of the Committee.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.


Section 3. Effective Date. This ordinance shall take effect and be in full force five (5) days after publication of the attached summary, which is hereby approved.

APPROVED:




MAYOR KATHRYN H. QUADE

ATTEST/AUTHENTICATED:


CITY CLERK, KAROL JONES CMC

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY 

JAMES E. HANEY

FILED WITH THE CITY CLERK: 2/25/2008
PASSED BY THE CITY COUNCIL: 3/5/2008
PUBLISHED: 3/12/2008
EFFECTIVE DATE: 3/17/2008
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SUMMARY OF ORDINANCE NO. 2008-07

of the City of Poulsbo, Washington

On the 5th day of March, 2008, the City Council of the City of Poulsbo, passed Ordinance No. 2008-07. A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, AMENDING SECTION 2.04.040 OF THE POULSBO MUNICIPAL CODE IN ORDER TO CHANGE THE NAME OF THE LONG-RANGE PLANNING COMMITTEE TO THE CAPITAL IMPROVEMENT PLANNING COMMITTEE AND IN ORDER TO PROVIDE FOR APPOINTMENTS OF COUNCIL MEMBERS TO THE COMMITTEE TO BE MADE BY THE CITY COUNCIL; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

The full text of this Ordinance will be mailed upon request.

DATED this 6th day of March, 2008.



CITY CLERK, KAROL JONES, CMC