



Finance/Administration Committee
City Hall – 200 NE Moe Street
3rd Floor Conference Room

Subject	Meeting Minutes	Date	01/18/17
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:05 PM
Committee Chair	Ed Stern	End Time	6:31 PM
Committee Members	Gary Nystul, Kenneth Thomas, Ed Stern		
Staff Present	Mayor Becky Erickson, Finance Director Debbie Booher, City Clerk Rhiannon Fernandez		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	Nystul would like Deb to give an understanding of fuel credit cards; Kitsap Transit owns a small triangular piece of property on 8 th Avenue; concerned about the Engineering Department adding last minute Council agenda items at the meetings; and CDBG 2014, 2015, and 2016 allocations. The Mayor discussed some funding opportunities for social services. The workshop will be March 1.
	b. Agenda and Extended Agenda Review	February 8 Council meeting - Nystul may be late, Stern absent.
	1. 01/18/17-Members Absent-	
	2. 02/01/17-Members Absent-	
	3. 02/15/17-Members Absent-	Stern absent.
2.	Agenda Items	
	a. Transportation Benefit District (TBD)	<p>Booher reviewed TBDs: types of funding (license tab fee, sales tax, and excess property tax); need to develop specific transportation improvement plan and district boundaries; must be an independent governing body/ must hold at least one public hearing; will be dissolved when all indebtedness of the district has been retired and anticipated responsibilities have been satisfied; fees cannot be imposed until 180 days after establishment.</p> <p>Erickson said we transferred \$1.3MM into transportation last year. This isn't a money issue it is a policy issue. First, we need to get the test done to see if people will accept chip seals. Next, we need to make sure money is set aside to repair streets. The big arterials are done. She would like to look at this in six months after we do the chip seal test</p>

		<p>and see what we are really looking at.</p> <p>Thomas said he would like to see the city have a financial plan to maintain the streets. He is willing to let it sit on the table, but we need to figure out what we need to do, and then figure out the funding.</p> <p>Nystul feels there are more arterials that are failing that will take priority over the neighborhood streets. Erickson said we have an absolute backlog of work that needs to be done, she doesn't believe it is a funding issue, but a management issue. Right now, we don't have a plan. She feels the huge number from the Engineering Department was a wish list, not a plan.</p> <p>Nystul asked for the drop-dead dates for ballot measures.</p> <p>Erickson wants to push back on the Engineering report.</p> <p>Stern requested this topic be added to the FAC agenda in three months to review the inventory of roads. Thomas wants the drop-dead date for filing a ballot measure.</p>
	<p>b. Pending Legislative Action</p>	<p>Erickson noted the following topics for the City's legislative action: Morrow Manor funding application, Fish Line funding, transportation (Noll and Waterfront Trail), relief on the PRA and GMA. Fernandez will schedule meetings with Representatives Appleton, Rolfes, and Hansen. Erickson will schedule a dinner with them.</p>
	<p>c. Follow Up on Request to Mayor for City Map</p>	<p>Booher said the map request is underway. Planning had it in their work plan. It is something they have been trying to do it for awhile. It will be started on in February or March.</p>
	<p>d. Follow Up on Request for Information on Police Vehicle</p>	<p>Booher reported the Police Chief is looking at creating a leasing program. Going to weigh the pros and cons. Nystul wanted to know why the one vehicle is in bad shape, and why it cannot be fixed (it shimmyes).</p>
	<p>e. FEMA Code</p>	<p>Erickson said this is coming before the Council tonight, and needs to be approved in order to maintain our flood insurance. It is a Title 19 action and requires an extensive approval process. Thomas recommended a revision in subparagraph 15.240.020 558 to add "effectively" in front of "dated".</p> <p><i>The Committee recommends adoption of the ordinance with the proposed amendment.</i></p>
	<p>f. Front Street Revitalization Meeting</p>	<p>Erickson said she plans on attending this meeting to see what is being discussed.</p>