

City of Poulsbo

Office of the City Clerk



May 15, 2018

NOTICE OF COUNCIL QUORUM/SPECIAL COUNCIL MEETING

NOTICE IS HEREBY GIVEN that a quorum of City Councilmembers will attend the Finance-Administration Committee meeting (thereby making it a special Council meeting) on **Wednesday, May 16, 2018 at 5:00 PM** in the 3rd Floor Conference Room, 200 NE Moe Street, Poulsbo. The agenda for this meeting is attached.

Rhiannon Fernandez

Rhiannon Fernandez, City Clerk

Post: Poulsbo City Hall
Poulsbo Post Office
Poulsbo Library
www.cityofpoulsbo.com

cc via email:

Mayor
City Council
Department Heads
North Kitsap Herald
Kitsap Sun
Poulsbo Chamber of Commerce
Port of Poulsbo



*****Revised*****

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

Subject	Meeting Agenda	Date	05/16/18
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:00 PM
Committee Chair	Jeff McGinty	End Time	7:00 PM
Committee Members	Jeff McGinty, Kenneth Thomas, Ed Stern		
Staff Present			

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	
	b. Agenda and Extended Agenda Review	
	1. 05/16/18-Members Absent-	
	2. 06/06/18-Members Absent-	
	c. Committee Minutes of March 21, 2018	
	d. Committee Minutes of April 04, 2018	
	e. Committee Minutes of April 18, 2018	
	f. Committee Minutes of May 02, 2018	
2.	Agenda Items	
	a. Official Newspaper Bid Process - Revisit	
	b. City Attorney	
	c. Council Retreat Discussion	

Reviewed by Mayor Erickson

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

TO REQUEST AN ALTERNATIVE FORMAT OF THE PRINTED AGENDA, CONTACT THE CITY CLERK'S OFFICE AT 360.394.9880.
PARA SOLICITAR UN FORMATO ALTERNATIVO DE LA AGENDA IMPRESA, COMUNÍQUESE CON LA OFICINA DEL CITY CLERK AL 360.394.9880.

Future Agenda Items			
No.	Item(s)	Responsibility	Meeting Date
1.	Cyber Security		
2.	Annual Financial Statements Review		June
3.	Investment Policy		June
4..	Newspaper Bid		June 20th
5.			
6.			

2018 Auditing Schedule	
Batch Date	Auditor
May 23, 2018	Jeff McGinty
June 06, 2018	Ed Stern
June 20, 2018	Kenneth Thomas
July 04, 2018	Jeff McGinty
July 18, 2018	Ed Stern
August 01, 2018	Kenneth Thomas

The committee may add and discuss other items not listed on the agenda.

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