



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

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>04/04/18</b>
<b>Recorder</b>	<b>City Clerk Rhiannon Fernandez</b>	<b>Start Time</b>	<b>5:09 PM</b>
<b>Committee Chair</b>	<b>Jeff McGinty</b>	<b>End Time</b>	<b>6:15 PM</b>
<b>Committee Members</b>	<b>Jeff McGinty, Kenneth Thomas, Ed Stern</b>		
<b>Staff Present</b>	Mayor Erickson, City Clerk Fernandez		

**Agenda**

No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
	<b>a.</b> Questions & Concerns of the Committee	No questions.
	<b>b.</b> Agenda and Extended Agenda Review	
	1. 04/04/18-Members Absent-Booher	
	2. 04/18/18-Members Absent-Booher	
<b>2.</b>	<b>Agenda Items</b>	
	<b>a.</b> City Administration Options	<p>Stern reported on the committee’s teleconference with the City Attorney. The Council can raise a mayor’s salary but cannot decrease it in the same term. He suggested an alternative called bonusing. This gives flexibility, but needs criteria. Discussion was held on the advantages and disadvantages of the bonus option. They could create a criterion of the Saturday office hours with a two-year bonus.</p> <p>Erickson would prefer setting the salary increase until the end of her term, and exploring changing the form of government.</p> <p>Thomas said the two actions can be done differently. He wants the compensation increase to be combined with the intent to study having an administrator.</p> <p>Erickson said as they talk about this publicly, announce the position of the mayor is going to get a raise until the end of the term. The year before the term is over, there would begin a public outreach and review of the next steps regarding the city administrator. They would</p>

		<p>look at keeping a strong mayor with the increased salary, a city administrator that works for the strong mayor, or put the city manager on the vote. Stern said if Erickson advocates for the city manager, it would really help. There was a failed ballot measure in 2001 for a city manager.</p> <p>Erickson asked that a resolution be structured that outlines the steps: salary increases on May 1, paid that until the end of the term, but in final year of the term, a public outreach will occur with the three options (exploring executive branch).</p> <p>Stern wants to avoid the appearance of a political judgment that a future candidate is not worthy.</p> <p>Thomas said they have no idea who the next mayoral candidate will be. That is why it is important to get the word out that we are considering this as soon as possible and start a discourse with the public so they are involved.</p> <p>Thomas said these two topics need to be unlinked in two separate resolutions.</p> <p>Discussion was held on how they would have to keep the mayor's salary increase for the next mayor if a city administrator or manager is not hired, unless they use the bonusing option.</p> <p>The committee agreed they want to explore a city manager or city administrator. They will provide an update to the full council on this discussion and propose a council workshop on April 25 at 6:00pm to bring everyone on up speed on what has been discussed at this point.</p>
	<p><b>b.</b> Klingel Property</p>	<p>Erickson said she wants to salvage the house at the Klingel Property if it is salvageable. She wants to meet with Rotarians next week. If it is salvageable, then she would like to figure out how much it is going to cost to fix the house. This could be a possible site for a men's transitional house similar to the Nelson House model. She would seek support from local service organizations and funding from CDBG grants. She asked the committee if she should move forward with this idea. The committee recommended looking at the property and checking on its condition.</p>

**c. Council Retreat**

Erickson had council goals and they are checked off and accomplished. She is working on the final project: dogfish creek.

Stern said not all the council is up to speed with what has been done in terms of the goals being accomplished. He would like a review of where we are right now, including some of the proposed land use and developments, and any department stuff they need to know.

Erickson would like to hire a facilitator (\$2,500-\$3,000). She wants to frame the retreat around where is Poulsbo going to be in 50 years -- where are we going?

The committee will bring up the retreat during committee reports at the Council meeting.