



Finance/Administration Committee

This meeting was held remotely via Ring Central.

Subject	Meeting Minutes	Date	10/06/2021
Recorder	City Clerk Rhiannon Fernandez	Start Time	5:00 PM
Committee Chair	Jeff McGinty	End Time	6:37 PM
Committee Members	Jeff McGinty, Gary McVey, Ed Stern		
Staff Present	Mayor Erickson, Finance Director Booher, Human Resources Manager Kingery, City Clerk Fernandez		
Meeting Video: https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/			
No.	Topic	Action/Recommendation/Discussion	
1.	Administrative:		
	a. Questions & Concerns of the Committee	Discussed the delay of the Neighborhood Streets project. Discussed the timing of passing a salary increase for Councilmembers (add as a business agenda item in October).	
	b. Agenda and Extended Agenda Review		
	1. 10/06/21-Members Absent-		
	10/20/21-Members Absent-	December 8 & 15 Stern absent	
	c. Committee Meeting Minutes – 09/15/21	Approved	
2.	Agenda Items:		
	a. HDP A Fee	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Further Action Requested: Erickson would like to get a legal opinion for what we are required to provide. Booher will give this presentation to HDP A	
	b. Mid-Biennium Budget Adjustment	<input checked="" type="checkbox"/> Discussed	
	c. Diversity, Equity & Inclusion – Standing Agenda Item for All Council Committees	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council	
	d. Transportation Benefit District	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council	
	e. Monthly Sales Tax	<input checked="" type="checkbox"/> Discussed	
3.	Mayor and Department Head Comments:		
	a. Utility Payment Plan Update	One business asked if their plan could be extended to 24 months to pay their outstanding balance (current	

		policy is 12 months). They got behind trying to keep employees working. The committee recommended the extended plan for 18 months for accounts over \$10,000 back due.
	b. Non-Profit Business Grants	Status update given and discussion held regarding the SEA Discovery Center.