

POULSBO CITY COUNCIL MEETING OF DECEMBER 21, 2022

MINUTES

PRESENT: Mayor Erickson; Councilmembers Livdahl, Lord, McGinty, Musgrove, Phillips, Stern

Staff: Administrative Services Manager/City Clerk Fernandez, Assistant City Administrator Boohar, Housing, Health & Human Services Director Hendrickson, Engineer I Roberts, Police Chief Harding, Planning & Economic Development Director Wright, Special Projects Planner Boughton

ABSENT: Councilmember McVey

WORKSHOP ITEMS

- * * * 3rd Quarter 2022 Financial Status Report
- * * * Increase Budget for Architectural Services for the Nordic Cottage Project
- * * * Marine Science Center Pump Station Generator Consultant Contract
- * * * Legal Services Agreement with Ogden Murphy & Wallace
- * * * Council Meeting Format Discussion
- * * * Council Audit Schedule

MAJOR BUSINESS ITEMS

- * * * 2023 Amendment to Agreement with Kitsap County for Incarceration of City Prisoners
- * * * Resolution No. 2022-20 Amending the Housing Kitsap Interlocal Agreement for Nordic Cottages Project
- * * * Department of Commerce Grant Acceptance for the Comp Plan
- * * * PERC ILA Amendment
- * * * BA#22-0411, Storm Drain Amendment to Expenditures
- * * * BA#22-0412, Street Operations
- * * * BA#22-0413, Solid Waste Adjustments to Revenues and Expenditures
- * * * BA#22-0414, Neighborhood Streets Overlay Reclassification
- * * * Agreement with Association of Washington Cities to support Central Kitsap Fire & Rescue CARES
- * * * Excuse Councilmember Absences
- * * * Resolution No. 2022-21, Adopting the 2023 Legislative Agenda
- * * * BA#2022-0415, Court Metal Detector
- * * * Ordinance 2022-17, Adoption of Utility Tax Ordinance
- * * * Ordinance 2022-18, Adoption of 2023-2024 Biennial Budget
- * * * Resolution 2022-22, 2023 Salary & Wages
- * * * Board & Commission Appointments

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the virtual meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

2. AGENDA APPROVAL

Mayor Erickson said there was a minor change in the language for item 6b.

Motion: Move to approve the agenda as modified.

Action: Approve, **Moved by** Musgrove, **Seconded by** Phillips.

Motion carried unanimously.

3. COMMENTS FROM CITIZENS

Rick Eckert spoke in support of keeping the current meeting format, the change has been incredibly helpful. To get the same level of information would have required hours more in multiple meetings. He knows these meetings are longer, but he learns so much more in this format.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Musgrove asked everyone to enjoy the weather and keep safe.

Councilmember Stern said the AWC City Action Days are February 15-16 in Olympia, and he shared Chris Endresen is retiring from the Department of Social and Health Services.

Councilmember Livdahl noted some communities cannot get their walkways cleared, like the Hostmark Apartments. If anyone is able to get out and shovel snow, some neighbors would appreciate the help.

Councilmember Lord noted that one of our businesses downtown just closed, Closet Transfer, as Carol Ingles is retiring. She has been instrumental in decorating downtown Poulsbo and being active in the HDPA for years. She said the Council appreciates her many years of service.

Councilmember McGinty thanked Public Works for their work with plowing the streets.

Mayor Erickson gave a shout out to Public Works for plowing the streets. Mike and his team rocked it again; they do amazing work. She asked people, if they can, to clear the drains of snow. If we get the freezing rain and then atmospheric river, it could cause urban flooding. She thanked Gateway Fellowship and their volunteers who are staffing the cold weather shelter. She announced the new Parks & Recreation Director, his name is Jeff Ozimek, and he will be starting in mid-January. We had 28 applications and had a full day

of interviews with 7 candidates, then she did one-on-one interviews with three of them. She looks forward to him joining the team, we are lucky to have him. She commended Kris and Rachel is stepping up and filling the interim position during the vacancy of the position and the hiring process.

a. Department Head Reports

Housing, Health & Human Services Director Hendrickson said the City took over responsibilities for the Gateway Shelter. They have been open 20 nights this year, for every night they are open, there are six volunteer shifts. She thanked the dozens of people who are volunteering at the shelter.

5. WORKSHOP AGENDA

a. 3rd Quarter 2022 Financial Status Report Presentation

Assistant City Administrator Booher presented the 3rd Quarter 2022 Financial Status Report outlining revenues, expenditures, financial policy compliance, cash and investment balance, and capital project status.

Discussion was held regarding public safety and jail costs, and the need to separate them out on this report; indirect allocations processes; and ARPA funds.

Assistant City Administrator Booher also presented the sales tax and REET reports.

Discussion was held on if there was a mechanism on how to prepare for 2025 when ARPA funding runs out. Assistant City Administrator Booher said they continue to look at that, as ARPA was meant as revenue replacement and they have continued to see sales tax grow. As far as staffing, they try to be conservative and use attrition as opportunities to find savings. Otherwise, they will have to look at ways to make reductions in the general fund. They are also hoping new taxing structures will help continue to maintain the level of service and staffing.

b. Increase Budget for Architectural Services, Nordic Cottage Project

Housing, Health & Human Services Director Hendrickson presented the agenda summary and design contract, noting the City of Poulsbo requires the services of an architect as part of the Nordic Cottage Project. In July 2022, City Council approved an agreement with Coates Design to provide architectural services. The maximum amount of compensation under this contract is \$50,000. As the project has progressed, the City

has found itself in need of services from Coates Design that cannot be completed within this budget. More specifically, we have asked Coates Design to:

- revise project design to reflect neighborhood preferences and neighbor access
- provide civil engineering services to prepare site for utility work
- provide landscape design
- submit a site plan and design review application to the City in partnership with Housing Kitsap

Housing, Health and Human Services recommends a total budget of \$150,000 to cover architectural costs.

Councilmember Lord asked about the revenue source. Housing, Health & Human Services Director Hendrickson said they have the 1/10th of 1 percent affordable housing fund that local residents pay into every year, and we also get state affordable housing tax funds through a program called 1406. The project will be funded from these revenue sources.

Councilmember Lord asked if they are getting close to the formal application for the site plan to be submitted. Housing, Health & Human Services Director Hendrickson said if Council decides to move forward with this amendment, they will produce a plan by February 2023.

Councilmember Musgrove asked if it is worthy of caution to not try to back-calculate this. Typically, the design costs are a percentage of a total cost, and we should not infer total cost from the design cost. He wanted to indicate that the design cost doesn't necessarily indicate what it would cost to build the project, and that they would need more information and better numbers going forward, and to not assume anything about the cost of the project.

In response to Councilmember Lord, Mayor Erickson said at \$420 per square foot, the estimation is coming in at \$2.3MM in the initial budgetary information they put together. Housing, Health & Human Services Director Hendrickson said it is fair to mention they have already won the attention of the Department of Commerce, and we already have \$700K pledged to this project, and she expects to keep applying and collecting money for this project.

Councilmember Stern said they received the presentation last week on the PERC and asked if they are going to have to prioritize projects or are they going to be able to do equal lifts at the same time. The Council has not ranked the projects for priority yet. Mayor Erickson said we have so many big projects out there, and we have our CIP that has an expectation of projects and costs, but we need it in more detail outlining the steps we have to take in order to stay on a schedule for the next several years with the costs and revenues associated with them.

The Council concurred with moving this to the January 4 Council meeting for approval.

c. Marine Science Center Pump Station Generator - Consultant Contract

Utilities Engineer Roberts presented a PowerPoint along with a consultant scope and budget, noting that the Marine Science Center Sewer Pump Station is one of the primary lift stations in the City, conveying flows from the downtown and central basin to the central interceptor. The pump station currently does not have a functioning generator. In emergency situations or during power outages Public Works must move a mobile generator or temporary pump on-site quickly to prevent an overflow of the wet well. The City requested Parametrix to prepare a scope and budget to design, provide bidding support, and construction support for a new generator. The consultant scope is attached and the total is \$46,447.38 which is within budget for the Pump Station Safety Improvement project.

Councilmember Musgrove asked if this would eventually help with not needing mobile generators. Utilities Engineer Roberts said that would best be answered by Public Works, but the concept is reasonable.

Councilmember Lord asked when the completion month would be. Utilities Engineer Roberts said it would be a few months for design, and then it will be put on the Small Works Roster, but generators are taking 12-18 months to procure. He would estimate a year-plus out before completion.

The Council agreed to place this item on 1/4/23 Council consent agenda.

d. Legal Services Agreement with Ogden Murphy & Wallace

Assistant City Administrator Booher presented the agenda summary and Legal Service Rate Agreement, noting that legal fees from Ogden Murphy Wallace are being increased effective 2023. Rates will be structured with flat rates based on attorney.

More services will be delegated to additional staff based on area of focus and transition for anticipated future retirement. Rates proposed are consistent with other municipalities served by Ogden Murphy Wallace and rates charged for other legal services utilized by the City. Budget capacity should cover the increase based on normal business level. If situations demand more capacity, City Council will be conferred, and budget may be amended based on instances. Mayor has signing authority as the funds are allocated in the budget and charges are as incurred.

Councilmember Stern asked if changing risk management back to the Clerks Office, if there is an impact with Ogden Murphy Wallace that account for some of these changes. Assistant City Administrator Booher said they only charge for services rendered, and they collaborate with the WCIA attorneys as needed.

Councilmember Stern asked about timeliness of turnaround, does that need to be addressed in the contract. Mayor Ericksons said that has gotten better, and it isn't a concern any longer.

Assistant City Administrator Booher said this doesn't need Council action as this still falls under the Mayor's signing authority, it was just a briefing to update the Council. If it ends up being outside of the budget, they will bring this back for a budget amendment.

e. Council Meeting Format Discussion

Mayor Erickson led a discussion, noting that since September 2022, the Poulsbo City Council has been meeting as a committee of the whole in lieu of the council committee structures.

Councilmember Stern said assuming they continue with the committee of the whole, he feels that they divide the 5-7pm workshop distinctly from a formal City Council meeting. It is the separation of functionality. He would like to adjourn back up to the dais at 7:00pm and that that time to do the pledge of allegiance and other remarks. Councilmember Livdahl said the first problem is what if the workshop is short and we can get to the full meeting at 6:00pm, do we wait until 7:00pm. Councilmember Stern said he still feels the functionality needs to be separated. He doesn't think study sessions should define formal council business. Mayor Erickson said she sees it all as formal council business. In her mind, the most important part is what they are doing right now – discussing these items and hashing them out. People get to see actual

deliberative process. The yay and nay votes is the cherry on top, the workshop is the substance of their work.

Councilmember Stern spoke in support of keeping the Finance Committee, especially with the requirement to audit claims. Last week while working through certain budgetary concerns, this formatting tends to lend itself to a higher level of review and given the long standing nature of the Finance Committee in the City of Poulsbo, he would like the Finance Committee to meet once a month for an hour to meet and look at this info more finely.

Councilmember Phillips asked why they can't look at these details at the workshop. Mayor Erickson asked why only three councilmembers get to do that, they should all do it.

Councilmember Musgrove said a lot of digging can be done by three people in a casual atmosphere that gets better context. That is where the efficiency comes in for the committees. He has also heard from Mr. Eckert that he likes hearing all the info in one meeting and he would have to go to multiple committees to get that same info. He thinks that is a failing of the committees in reporting, the reporting should cover all of that in quick succession for everyone else. He has seen years of really good committee reporting, and it was more efficient. He agrees they cannot dig as deep with all of them, there is a limited amount of time. They don't have continuing topics to revisit things that need to be revisited. They lose the casual public conversation and input. They do the initial filtering, it is more efficient at doing a better job, which was the intent of the original resolution in order to provide for the more efficient conduct of the City council business. He strongly supports the committee system, he doesn't have a problem extending this test to see if they can work out some of the kinks.

Councilmember Livdahl said they were running the committees as formal meetings. The idea that they had casual dialogue is inaccurate. The meetings had to be run in a format and it had to be on the agenda, five minutes at the discretion of the chair for public comment, so it wasn't a back and forth easy conversation. Sometimes at the discretion of the chair, these things were looser, but that was not consistent from committee to committee, and we haven't had those conversations because people have not been here. She doesn't agree that the work has not been up to the same standard. Being fractured and relying on reports at the end of a long meeting, they are not getting the same info in the same way. She feels like she has already gained so much more by sitting in on the budget conversations. This first three months of trial

have been consumed by the biennial budget, but there is no way to avoid that. It deserves more months of tweaking.

Councilmember Phillips said he has a master's in accounting, he sits here and he understands what was presented during the budget. He doesn't need to be in three-person committee to get it. He feels if councilmembers have specific questions, he recommended they meet with Assistant City Administrator Booher personally to break it down. This is more budget information that he has gotten then the entire time he has been on Council. Going back to a Finance-Admin Committee will just be three people doing what they are supposed to be doing at the workshop. He would rather it be discussed at the workshop. He feels Assistant City Administrator Booher does a fantastic job. He feels this is the most convenient, convening at 5:00 pm to get into the weeds. He likes this format.

Councilmember Lord has been pleasantly surprised at the functionality of the committee of the whole. She would like to recommend everyone think about continuing this status and do some more tweaking to address some of the concerns discussed tonight. She would recommend not codifying the changes yet, and work on it some more. She would support continuing it for a few more months. She likes the casual dialogue with the committee of the whole, but there are some missing things.

Councilmember McGinty enjoys what they are doing now. In the past there were times when the committees were appropriate, and there were times they held the meetings when they really didn't need to. There may be needs in the future to create a sub-committee if we need more in-depth review with citizens. But that can be addressed individually instead of having formal committee meetings every week.

Councilmember Livdahl said there are small things missing, like "Questions & Concerns of the Committee."

Mayor Erickson shared her list of advantages for workshops:

- Workshops provide transparency for the public- the public sees and hears all debates.
- Workshops provide transparency for each councilmember - everyone hears the same information.
- Each councilmember is better informed and benefits from the ideas and opinions of other councilmembers.

- All seven councilmembers review material rather than just three. There are more eyes to examine in detail each subject presented.
- There is less confusion to the Council regarding the content of each subject matter. This avoids decisions being made on interpretations of other councilmembers.
- Workshops allow each council member to see the full workload of the city. The entire Council sees the big picture of the city workload.
- Workshops eliminate redundancy- information is not presented twice or multiple times.
- Workshops reduce council time and streamlines meeting processes; the workshop format eliminates council committee reports in a secondary meeting.
- The Council dialogue is less prone to "derail" subjects as has occurred in committees and keeps some council members uninformed.
- Workshops shorten and reduce the number of meetings: three meetings rather than twelve.
- Formal public notices (and the labor associated with such) are reduced therefore decreases staff expense.
- Workshops are a common model used by other jurisdictions and are widely accepted

Councilmember Livdahl added accessibility for the public and getting the full picture. A 5:00pm meeting to get all of this information has to make it more accessible than a committee that starts at 3:00pm or 3:30pm or 4:00pm and seven different meetings. It is also more accessible for future recruiting of other councilmembers to sit at this Council. She also noted some committees were more popular than others, this is better.

Councilmember Musgrove said each one had its advantages. There are some things the committee of the whole isn't doing yet, that the committees did. If we can move forward with this and commit to improving this process to try to pick up as much as possible that rested with the committees, then he supports that.

Councilmember Lord said when the committee system was set up, it was to help make the council meetings more efficient, because they were running so long. But back then they didn't have a hearing examiner, and that was the cause for many long meetings. She said they went through two years of COVID and not meeting in person, it has been really healthy to meet at a committee of the whole to sit and talk together. She has been happily surprised on how well it has been working, she likes the Mayor's points.

She thinks there are a few little things they can work on, and they need a few more months to work on this and then they can make a decision.

Mayor Erickson said they could do this for six more months and then make a decision. She likes the idea of ad-hoc committees for certain topics, like the parking committee. She said they can move up to the dais for the business decisions. She said when people ask when the meeting starts, we need to say the meeting starts at 5:00pm.

Councilmember Stern said he is amenable, and he supports the idea of the Council as a whole. He asked that auditing claims be shared with all Councilmembers.

Councilmember Lord asked about noticing requirements and if there was any concern about moving up to the dais. City Clerk Fernandez said in the minutes it will reflect when the meeting recessed and came back in session if they need to take a break to move up to the dais.

Councilmember Musgrove said they should make their decision no later than six months, and he hopes they can work out the missing items sooner and be able to make a decision on this format sooner. He also said they need to discuss the committee liaisons at the next council meeting.

Mayor Erickson said they will continue this structure for another six months, and they will move to the dais for the business portion of the meetings, and they will discuss the committee liaisons at a future council meeting.

f. Council Audit Schedule

Assistant City Administrator Booher presented the agenda summary and draft audit schedule, noting that the audit of accounts payable claims has fallen under the duties of Finance/Admin Committee members. With the Council now taking committee business under workshop format, it is necessary to establish an audit schedule for Council Members. Currently claim checks/batches are issued every week, and the batches have been audited every two weeks including two batches. It is proposed all council members will have a scheduled date to audit the claims. This will allow all council members to have an insight and overview of checks being issued as well as fresh eyes to administer the necessary internal controls. The draft claims schedule is built under the assumption of auditing two batches every two weeks and all council

members with an assignment. Staff recommends concurrence of auditing schedule for accounts payable claims for 2023.

Councilmember Stern recommended some training on how to do this and he asked for a break from doing it for a time period as he has been spending a lot of time doing the claims the past month.

Councilmember McGinty asked for Jon to continue sending out an email when the claims are ready to audit.

Councilmember Musgrove asked for some assistance when they need to find coverage if they are out of town.

6. CONSENT AGENDA

Motion: Move to approve Consent Agenda items a through l with the modified b.

The items listed are:

- a. 2023 Amendment to Agreement with Kitsap County for Incarceration of City Prisoners
- b. Resolution No. 2022-20 Amending the Housing Kitsap Interlocal Agreement for Nordic Cottages Project
- c. Department of Commerce Grant Acceptance for the Comp Plan
- d. PERC ILA Amendment
- e. BA#22-0411, Storm Drain Amendment to Expenditures
- f. BA#22-0412, Street Operations
- g. BA#22-0413, Solid Waste Adjustments to Revenues and Expenditures
- h. BA#22-0414, Neighborhood Streets Overlay Reclassification
- i. Agreement with Association of Washington Cities to support Central Kitsap Fire & Rescue CARES
- j. Excuse Councilmember Absences
- k. Resolution No. 2022-21, Adopting the 2023 Legislative Agenda
- l. BA#2022-0415, Court Metal Detector

Action: Approve, **Moved by** Livdahl, **Seconded by** Phillips.
Motion carried unanimously.

7. BUSINESS AGENDA

- a. **Ordinance 2022-17, Adoption of Utility Tax Ordinance**

Assistant City Administrator Booher presented the agenda summary with the intention to adopt an ordinance repealing sections 2, 3, and 4 of Ordinance number 2020-12 in order to maintain the utility tax on services of water, sewer and stormwater at 12%. The 2023-24 biennial budget has been approved reflecting the 12% utility tax rate.

In response to Councilmember Musgrove, Assistant City Administrator Booher said this will maintain the 12% that was used in 2021-22, and it will remain this rate until the Council changes it. This is needed to maintain levels of services.

Councilmember Stern said this will also support the City Administrator position that will need to be funded in the future.

Motion: Move to approve Ordinance 2022-17, an ordinance of the City of Poulsbo to maintain utility tax on water, sewer and stormwater services at 12%.

Action: Approve, **Moved by** Lord, **Seconded by** Phillips.

Motion carried unanimously.

b. Ordinance 2022-18, Adoption of 2023-2024 Biennial Budget

Assistant City Administrator Booher presented Ordinance 2022-18, City Council adoption of the City's 2023-2024 Biennial Budget.

Motion: Move to approve Ordinance 2022-18, an ordinance of the City of Poulsbo, Washington, adopting the final budget of the City, for the fiscal years of 2023-2024 commencing January 1, 2023, and approving an ordinance summary for publication.

Action: Approve, **Moved by** Livdahl, **Seconded by** Musgrove.

Motion carried unanimously.

c. Resolution 2022-22, 2023 Salary & Wages

Human Resources Manager Kingery presented Resolution 2022-22, noting the 2023 Salary Schedules includes the following changes:

Elected/Appointed Officials: Schedule reflects a 3% wage increase for the Mayor and Judge (same as Teamsters).

Management: Schedule reflects a 3% wage increase (same as Teamsters); salary range change for the Parks & Recreation Director position from Range 27 to Range 26; remove City Prosecutor position from Range 28.

Teamsters: Schedule reflects a 3% contractual increase per the collective bargaining agreement; removal of the Paralegal position from Range 9, salary range change for the Behavioral Health Navigator position from Range 15 to 21.

Poulsbo Police Officers Association: Schedule reflects a 4% contractual increase per the collective bargaining agreement.

Non-Represented: Schedule reflects a 3% wage increase (same as Teamsters)

Casual Labor: Schedule reflects the increased minimum wage to \$15.74/hour

Motion: Move to approve Resolution No. 2022-22, adopting the revised 2023 Salaries and Wage schedules effective January 1, 2023.

Action: Approve, **Moved by** Lord, **Seconded by** Phillips.

Motion carried unanimously.

d. Board & Commission Appointments

City Clerk Fernandez presented the agenda summary, noting that the Mayor has reappointed the following board and commission members and seeks Council concurrence:

Parks and Recreation Commission (term expiring 12/31/2025):

Judy Morgan and Justin Johnson

Tree Board (term expiring 12/31/2025):

Gayle Larson and Jim Leary

Planning Commission (term expiring 12/31/28)

Ray Stevens and Mark Kipps

Civil Service Commission (term expiring 12/31/28)

DJ Bruce

Current Vacancies: Parks & Rec Commission (x1), Tree Board (x1)

Councilmember Lord said it is remarkable that the volunteers continue on these volunteer positions. She thanked them for their service, and she thinks they need to have an appreciation event for them.

Motion: Move to confirm the Mayor's recommendations for reappointments to the City boards and commissions as presented.

Action: Approve, **Moved by** Musgrove, **Seconded by** Phillips.

Motion carried unanimously.

8. BOARD/COMMISSION REPORTS

Councilmember Livdahl said the HDPa had a brief meeting, and a celebration to thank Carol for all of her hard work.

9. CONTINUED COMMENTS FROM CITIZENS

Rick Eckert shared the school board use to wait for a certain time for the business meeting, and when the workshop would end early, they have to sit around and wait to start the next part of their meeting, so they have changed that and now have the meetings combined together. He also noted he met Councilmember McGinty at a pedestrian safety committee that was ad-hoc, and that mechanism still exists if they need it. He said they could use the board reports or commission reports to report any issues they would normally bring up in committee. He said he gave public comment on the workshop item tonight, so it can be done. He also remembers when they were discussing how much time to allocate at committees for citizen comment, and it was discussed that committee time was the time for the council to work and wasn't designed for citizen comment. He shared when he first came to a committee meeting to raise a complaint, he was told he should do that at a council meeting, and the only reason he got to talk was because the Mayor gave him her time to speak. He realizes things have changed, but the public can come here and provide comment. Committees didn't feel as welcoming as a member of the public, and he likes the new format.

Pam Keely said her experience at committee meetings were informative and allowed conversation during the meeting, and less formal than the three minutes given at council meetings/workshops. She feels it is a loss in terms of accessibility. She said it is one thing to go to people individually, but within the committee context where they have issues and details in front of them, it is more helpful getting feedback from three members. The committee meetings are valuable training ground for people who might be considering running for office. That is where potential candidates can really learn the nuts and bolts of the position. She hopes they can find a way to satisfy the need to streamline without losing the aspect of the public being involved in local government.

10. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Musgrove said they have kinks to work out. Everything they have been doing in workshop has been ending up on a consent agenda. It is interesting in looking at all the different perspectives. He wished everyone a great holiday season.

Councilmember Stern said in the committees, they could discuss on a more granular level the minutia of the city. In this format, they tend to react to, or are presented the agenda by the Mayor and staff. He shared comments he has received from members of the public

regarding Jensen and Iverson intersection. He would like four little plastic people installed to bring attention to the intersection for inattentive drivers.

Councilmember Livdahl said this year has been much better than the last two years that preceded it. They have come a long way, and she has enjoyed this time and getting to know everyone better. She is grateful for everyone and how they employ mutual respect and work together.

Councilmember Phillips suggested adding a bullet point to the agenda for council concerns.

Councilmember Lord said today is winter solstice and now they will get more daylight each day. She thanked everyone for a wonderful experience again for the year, and lots of work they can be proud of. She thanked staff for all they do as well. She wished everyone a wonderful break during the holidays.

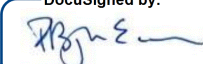
Councilmember McGinty said it has been nice to be back in person, there is nothing better than being together. He thanked staff for another great year, and they make his life easy. He wished everyone happy holidays and to enjoy their families.

11. ADJOURNMENT

Motion: Move to adjourn at 7:40 p.m.,

Action: Approve, **Moved by** McGinty, **Seconded by** Lord.

Motion carried unanimously.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk