

POULSBO DISTRIBUTION SCHEDULE

ORDINANCE NO. 2023-09

SUBJECT: PMC 2.08 Code Amendments - Updating Municipal Officers

CONFORM AS TO DATES & SIGNATURES

- Filed with the City Clerk: 07/25/2025
- Passed by the City Council: 08/09/2023
- Signature of Mayor
- Signature of City Clerk
- Publication: 08/14/2023
- Effective: 08/19/2023
- Recorded: _____

DISTRIBUTED COPIES AS FOLLOWS:

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Kati Diehl
Deputy City Clerk

08/10/2023
Date

ORDINANCE NO. 2023-09

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, REPEALING POULSBO MUNICIPAL CODE ("PMC") SECTION 2.08.060, CITY PROSECUTOR; ADOPTING A NEW PMC SECTION 2.08.065, PUBLIC WORKS DIRECTOR; AND AMENDING PMC SECTIONS 2.08.070, 2.08.090, 2.08.100, AND 2.08.120 TO UPDATE THE APPOINTED MUNICIPAL OFFICERS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 2.08 of the Poulsbo Municipal Code ("PMC") sets the appointed officers of the City of Poulsbo ("City") and sets their authority, duties, and qualifications; and

WHEREAS, the City has updated certain municipal positions and offices; and

WHEREAS, the Poulsbo City Council has determined that it is in the public's best interest to revise Chapter 2.08 PMC to reflect the updated positions and offices as established herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings and Conclusions. In support of the actions taken by this ordinance, the Poulsbo City Council hereby adopts the recitals set forth above as findings and conclusions.

Section 2. Repeal of PMC Section 2.08.060 "City Prosecutor." PMC section 2.08.060 titled "City Prosecutor" is hereby repealed in its entirety.

Section 3. Adoption of New PMC Section 2.08.065 "Public Works Director." The Poulsbo City Council hereby adopts PMC Section 2.08.065 as follows:

2.08.065 Public Works Director

The office of the public works director is hereby established. The public works director shall have all of the authority and perform all of the duties specified in RCW Title 35A for public work directors, together with any other duties or authority which now or hereafter may be conferred upon such office by the laws of the state of

Washington, the ordinances, municipal code, and resolutions of the City of Poulsbo, and the mayor. The public works director is the head of the Poulsbo public works department and manages all public works activities of the city. The city engineer and the public works superintendent shall report to the public works director. The public works director reports directly to the mayor.

Section 4. Amendment of PMC Section 2.08.070. PMC Section 2.08.070 hereby is amended to read as follows:

2.08.070. Planning and Economic Development Director.

The office of the planning and economic development director is hereby established. The planning and economic development director shall have all of the authority and perform all of the duties specified in RCW Title 35A for planning directors, together with any other duties or authority which now or hereafter may be conferred upon such office by the laws of the state of Washington, the ordinances, municipal code, and resolutions of the city of Poulsbo, and the mayor. The planning and economic development director is the head of the Poulsbo planning department and manages all land use planning, permitting, and community development activities of the city. The planning and economic development director reports directly to the mayor.

Section 5. Amendment of PMC Section 2.08.090. PMC Section 2.08.090 is hereby amended as follows:

2.08.090. City Engineer

The office of city engineer is hereby established. The city engineer shall have all of the authority and perform all of the duties specified in RCW Title 35A for city engineers, together with any other duties or authority which now or hereafter may be conferred upon such office by the laws of the state of Washington, the ordinances, municipal code, and resolutions of the city of Poulsbo, and the mayor. ~~Whenever the Poulsbo Municipal Code refers to the term "public works director" it shall mean the city engineer as to those public works functions assigned to the city engineer by the mayor.~~ The city engineer is the head of the Poulsbo engineering

department and manages all engineering activities of the city. The city engineer reports directly to the public works director. ~~mayor~~.

Section 6. Amendment of PMC Section 2.08.100. PMC Section 2.08.100 is hereby amended as follows:

2.08.100. Public Works Superintendent.

The office of public works superintendent is hereby established. The public works superintendent shall have all of the authority and perform all of the duties specified in RCW Title 35A for public works superintendents, together with any other duties or authority which now or hereafter may be conferred upon such office by the laws of the state of Washington, the ordinances, municipal code, and resolutions of the city of Poulsbo, and the mayor. ~~Whenever the Poulsbo Municipal Code refers to the term "public works director" it shall mean the public works superintendent as to those public works functions assigned to the public works superintendent by the mayor. The public works superintendent is the head of the Poulsbo public works department and manages the operation and maintenance of the city's public works. The public works superintendent reports directly to the public works director. ~~the mayor~~~~

Section 7. Amendment of PMC Section 2.08.120. PMC Section 2.08.120 is hereby amended as follows:

2.08.120. Appointment and term.

A. The offices of city clerk, finance director, police chief, planning and economic development director, parks and recreation director, public works director, public works superintendent, and city engineer shall be filled by written appointment of the mayor, subject to confirmation by the city council.

B. The office of city attorney may be filled by written appointment of the mayor, subject to confirmation by the city council, or may be filled by a professional services contract approved by the city council and executed by the mayor.

C. The office of city prosecutor may be filled by written appointment of the mayor, subject to confirmation by the city council, or may be filled by a professional services contract approved by the city council and executed by the mayor.

D. Assignment of the duties of the building official to an appropriate department head or to another qualified city employee shall be the decision of the mayor and city council confirmation of the assignment shall not be required.

E. All appointees shall hold office for an indefinite period and shall serve at the pleasure of the mayor, subject to any applicable provisions of the city's personnel manual.

Section 8. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 9. Corrections. The City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbers and section/subsection numbering.

Section 10. Effective Date. This ordinance shall take effect five (5) days after publication of the attached summary, which is hereby approved.

APPROVED:

DocuSigned by:

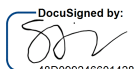
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MAYOR REBECCA ERICKSON

ATTEST/AUTHENTICATED:

DocuSigned by:

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CITY CLERK RHIANNON FERNANDEZ

APPROVED AS TO FORM BY THE
OFFICE OF THE CITY ATTORNEY:

BY  _____
OGDEN MURPHY WALLACE, PLLC

FILED WITH THE CITY CLERK: 07/25/2023
PASSED BY THE CITY COUNCIL: 08/09/2023
PUBLISHED: 08/14/2023
EFFECTIVE DATE: 08/19/2023
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SUMMARY OF ORDINANCE NO. 2023-09
of the City of Poulsbo, Washington

On August 9, 2023, the City Council of the City of Poulsbo, Washington, approved Ordinance No. 2023-09, the main point of which may be summarized by its title as follows:

AN ORDINANCE OF THE CITY OF POULSBO, WASHINGTON, REPEALING POULSBO MUNICIPAL CODE ("PMC") SECTION 2.08.060, CITY PROSECUTOR; ADOPTING A NEW PMC SECTION 2.08.065, PUBLIC WORKS DIRECTOR; AND AMENDING PMC SECTIONS 2.08.070, 2.08.090, 2.08.100, AND 2.08.120 TO UPDATE THE APPOINTED MUNICIPAL OFFICERS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

The full text of this ordinance will be mailed upon request.

DATED this 9th day of August, 2023

DocuSigned by:

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CITY CLERK, RHIANNON FERNANDEZ CMC