



## **CGA Committee Minutes**

*City Hall Conference Room – 9 a.m.*

January 5<sup>th</sup>, 2018

**Attendees:** Scott Drennen, Chair/Councilmember                      Mark Bethune, City Administrator  
Scott Larson, City Treasurer    Jane Montgomery, City Clerk  
Tod Gunther, Councilmember    Josh Penner, Mayor

Chair Drennen called the meeting to order at 9:06 am. Co-Chair Nicola McDonald was excused from the meeting.

### **Priority Agenda Items to discuss:**

#### **1. Code of Conduct- Review**

Councilmember Gunther handed out his revised version of the Code of Conduct. He wanted to expand the previous version that had gone to City Council. The item was reviewed and will come back to Committee one more time.

#### **2. Purchasing Policy**

The Policy was reviewed and changes were agreed to:

Page 1- says City of Poulsbo.

Page 5- Section 4. 4 Language was changed. This was moved forward to Council for approval.

#### **3. Composition of Committees**

Mayor Penner presented a New Council Committee Alignment Proposal.

Four week rotation: Week 1: Committees Week 2: Council Meeting with Committee reports. Week 3: Study Session. Week 4: Council Meeting.

#### **4. Process for Committee Assignments**

Deputy Mayor Harman will work to bring this to a future Council Meeting for approval.

#### **5. Study Sessions**

Study sessions will take place on the third week of each month. Items will go from Committee to Study Session and then to Council Meeting.

#### **6. Process of Appointing Deputy Mayor**

Will be discussed at a later date.

**The Meeting was adjourned at 11:26 am.**

***Next meeting: Friday February 2nd, 2018 at 9:00am***