

POULSBO CITY COUNCIL MEETING OF OCTOBER 19, 2011

MINUTES

Present: Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.

Staff: Boltz, Booher, Swiney, Treacher

MAJOR BUSINESS ITEMS

- * * * Claims – August 1-31, 2011
- * * * Payroll – August 1-31, 2011
- * * * 7:15PM Public Hearing: Revenue Sources for 2012 Budget
- * * * Ordinance No. 2011-17, Revising PMC 5.04 Business Licensing
- * * * Ordinance No. 2011-18, Revising PMC 3.12 Fees
- * * * Workshop: Legislative Initiatives for 2012
- * * * Executive Session: Pursuant to RCW 42.30.110(b) Real Estate and RCW 42.30.110(g) Personnel – 20 minutes

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:03 PM and led the Pledge of Allegiance.

2. COMMENTS FROM CITIZENS

a. Bill Austin thanked all who contributed to the mural which is now complete. Austin also commented on the mixed-use zoning for Viking Avenue and decorations for downtown.

3. MAYORS REPORT AND COUNCIL COMMENTS

a. Councilmembers Stern commented on the success, turnout and discussion by and between the business community, Councilmembers and Mayor, at the October 17th Community Meeting.

b. Mayor Erickson added an Executive Session for the purpose of discussing Real Estate and Personnel at the end of the agenda. Council will reconvene into regular session at the conclusion of the Executive Session.

- c. Mayor Erickson announced the Trick or Treating Event being held in downtown Poulsbo on October 31st and the Fishlines need for peanut butter and breakfast cereal.
- d. Councilmember Berry-Maraist commented on the success and positive feedback from the Poulsbo Marathon; attendance with Councilmember Henry and Councilmember Musgrove at the Cascade Land Conservancy event.
- e. Councilmember Musgrove announced the Olympic College Halloween Event immediately following the Downtown Trick or Treating event.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a and b.

Action: Approve, **Moved by** McGinty, **Seconded by** Henry. Motion passed unanimously.

The items listed are:

- a. Claims - September 1-30, 2011, in the amount of \$3,023,239.71, Check Numbers 10017677 through 10017867 and Electronic Disbursement Numbers 21-0078 through 21-0085.
- b. Payroll – September 1-30, 2011, in the amount of \$328,913.61 with the Check Numbers (including Direct Deposit Vouchers) of 30015484 – 30015701.

5. **BUSINESS AGENDA**

a. **7:15 PM Public Hearing: Revenue Sources for 2012 Budget**

Mayor Erickson opened the Public Hearing at 7:24 PM.

Finance Director Booher provided an overview of the 2012 Revenue Sources and presented the Proposed Budget, as well as the preliminary property tax levy.

No public comments.

Mayor Erickson closed the public hearing at 8:18 PM.

b. **Ordinance No. 2011-17, Amendment to PMC 5.04 Business Licenses**

City Clerk Boltz explained the two Ordinances on the agenda this evening are the final pieces to completing the transition and partnership with the Department of Revenue for business licensing.

Motion: Move to adopt Ordinance No. 2011-17, Amending PMC Chapter 5.04 Relating to Business License Procedures. **Action:** Approve, **Moved by** Stern, **Seconded by** Lord.

Motion passed unanimously.

c.  **Ordinance No. 2011-18, Amendment to Poulsbo Municipal Code 3.12 - Fees**

City Clerk Boltz outlined the revised business license fee and fireworks stand fee. Councilmember Stern reminded Council of the discussion at both Finance/Administration Committee and Council to support the Kitsap Economic Development Alliance (KEDA) through the restructuring of the business licensing fees.

Motion: Move to adopt Ordinance No. 2011-18, Amending PMC Chapter 3.12 Relating to Fees, Costs and Other Charges.

Action: Approve, **Moved by** Musgrove, **Seconded by** Berry-Maraist.

Motion passed unanimously.

d.  **Workshop: Legislative Initiatives for 2012**

Councilmember Stern explained the Tax Increment Financing/Washington Jobs Investment Act is meant to bring in new business or expand existing business by bonding public improvements such as street improvements, and water or sewer infrastructure based on the projected incremental increase of tax revenue.

Councilmember Berry-Maraist spoke to potential stormwater utility incentives to deal with peak flows (during storms) charges; flexibility in use of stormwater funds to provide for service and environmental improvements, dealing with stormwater and reducing peak flows.

Mayor Erickson shared the Citys Excise Tax Return including Business and Occupation Tax (B&O tax) on the Citys utility enterprise funds; Court tax returns and the State of Washington Financial Reports.

6.  **COUNCIL COMMITTEE REPORTS**

Public/Safety Legal Committee: Councilmember Stern announced the hiring of Wendy Davis as the new Deputy Chief beginning November 2, 2011 and will be present for her swearing in at the next Council meeting; the hiring of the new Police Clerk, an update on the move of the Police Department to City Hall, the Municipal Court to the third floor and a multi-agency response team agreement and an additional

expenditure for evidence software.

- a. Economic Development Committee: Councilmember Lord announced the meeting time change to 3:30PM for the remainder of 2011 and the invitation to the Viking Avenue business and property owner representatives to attend and participate as an ongoing agenda item.
- b. Finance/Administration Committee: Councilmember Bauman reported on the continued discussion on the Exempt Employee Salary and Benefit survey, to be brought forward at the November 4, 2011 Council/Department Head Workshop, and General fund updated.
- c. Councilmember Berry-Maraist announced a special Community Services Committee meeting will be scheduled, date/time to be determined, to work through the budget proposal.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Stern shared the Kitsap Sun insert WestSound Guide to Dining with a spotlight on Poulsbo and also shared the new Historic Downtown Poulsbo Association business guide and map.
- b. Councilmember Berry-Maraist reported on the North Kitsap Trails plan will be reviewed by the County Commissioners, and her attendance at the Association of Washington Cities Regional Meeting.

10. ► Executive Session - Pursuant to RCW 42.30.110(b) Real Estate and RCW 42.30.110(g) Personnel – 20 minutes.

At 9:21PM Mayor Erickson recessed the regular Council meeting into Executive Session

At 9:44PM Mayor Erickson extended the Executive Session to 9:54PM.

At 9:54PM Mayor Erickson reconvened the regular Council meeting.

Motion: Move to list the current Police Station in the amount of \$1,050,000.

Action: Approve, **Moved by** McGinty, **Seconded by** Lord. Motion passed unanimously.

Motion: Move to lease the Public Works Administration Building for \$0.90/square foot.

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

Motion passed unanimously.

11.  **ADJOURNMENT**

Motion: Move to adjourn at 9:57PM.

Action: Approve, **Moved by** Stern, **Seconded by** McGinty. Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC