

## POULSBO CITY COUNCIL MEETING OF MAY 15, 2013

### MINUTES

**PRESENT:** Mayor Erickson, Berry-Maraist, Henry, Lord, McGinty, Musgrove, Nystul, Stern.

Staff: Boltz, Booher, Stenstrom, Stephens, Townsend

#### MAJOR BUSINESS ITEMS

- \* \* \* Swearing In Ceremony – Police Sergeant John Halsted
- \* \* \* Payable Disbursements – April 1-30, 2013
- \* \* \* Minutes of January 23, 2013 City Council Workshop
- \* \* \* Minutes of March 20, 2013 City Council Meeting
- \* \* \* Council Rules of Procedure Amendments – Final Review

#### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and led the Pledge of Allegiance.

#### 2. COMMENTS FROM CITIZENS

None.

#### 3. MAYORS REPORT AND COUNCIL COMMENTS

**a.** Swearing in Ceremony – Police Sergeant John Halsted – Mayor Erickson administered the oath of office to Sergeant John Halsted, and congratulated him on his promotion.

Mayor Erickson commended Sergeant Halsted and the other applicants.

**b.** Councilmember Stern congratulated Sergeant Halsted, and wished everyone a safe Viking Fest.

**c.** Councilmember Nystul congratulated Sergeant Halsted and asked Mayor Erickson to acknowledge City staff in their preparation for Viking Fest.

**d.** Councilmember McGinty also congratulated Sergeant Halsted and looks forward to discussing Halsted's ideas on calming traffic speed during his interview presentation.

- e. Councilmember Musgrove acknowledged the Chamber, Historic Downtown Poulsbo Association (HDP) and the City on their hard work preparing for the arrival of the cruise ship.
- f. Mayor Erickson acknowledged and congratulated Finance Director Booher on receiving the Washington Municipal Treasurers Association (WMTA) Presidents Award. Mayor Erickson also stated the cruise ship will be coming back to Poulsbo on Friday. Mayor Erickson commented on her attendance at the Mayors Exchange and was acknowledged by AWC for her lobbying for Economic Development.
- g. Councilmember Lord congratulated Sergeant Halsted and announced the Kitsap County Law Enforcement Service at Forest Lawn tomorrow.
- h. Councilmember Henry also congratulated Sergeant Halsted and commented on the "Short Course on Local Planning" being held at City Hall tomorrow.
- i. Councilmember Berry-Maraist commented on Viking Fest event being held this weekend.

#### 4. CONSENT AGENDA

**Motion:** Move to approve Consent Agenda items a through c.

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

Motion passed unanimously.

The items listed are:

- a. Payable Disbursements – April 1-30, 2013, in the amount of \$1,014,009.01, to include Accounts Payable Check Numbers 10021918 through 10022117, Payroll Check Numbers 30019787 through 30020011 and Electronic Disbursement Numbers 23-0024 through 23-0032 .
- b. Minutes of January 23, 2013 Council Workshop
- c. Minutes of March 20, 2013 City Council Meeting

#### 5. BUSINESS AGENDA

a.  **Council Rules of Procedures Amendments – Final Review**

City Clerk Boltz reported the Council held a special workshop on January 23rd to discuss revisions to the Council Rules of Procedures. The discussion from the workshop has been incorporated into the Draft Council Rules of Procedure.

Councilmember Lord stated the Finance/Administration Committee reviewed the proposed amendments and had concerns with proposed revisions without being discussion by the Council first. Lord recommended the Council review all the suggested changes.

Discussion included:

- Change of Chair to Mayor, or leave as “Chair”; and Recorder to City Clerk
- Council representation; speaking on inter-jurisdictional issues at another governmental agencies or community groups.
- Council endorsements and individual endorsements
- Councilmember Speaking Procedures; Finance/Administration committee recommended the suggested addition by stricken.
- Order of Business; Agenda Review and Approval
- Council Agenda; Council involvement in getting an item(s) on a Council Agenda.

The Finance/Administration Committee will review the suggested changes for further review and be brought back to Council for final approval.

## **6. ► COUNCIL COMMITTEE REPORTS**

**a.** Public Safety/Legal Committee: Councilmember McGinty reported on the Forks Jail contract renewal, Sergeant selection, COPPS Resource Officer Grant, background check process and K9 program.

**a.** Finance/Administration Committee: Councilmember Lord reported on review of the Council Policy Recommendations for 2014 on Percentage Funding Formulas, the 2014 budget calendar and Real Estate Excise tax update.

## **7. DEPARTMENT HEAD COMMENTS**

None.

## **8. ► CONTINUED COMMENTS FROM CITIZENS**

None.

## **9. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

**a.** Councilmember Henry commented on his attendance at the Kitsap County Hometown Band performance in Silverdale.

**b.** Councilmember Berry-Maraist commented on her attendance at a Mountain Bike Race in Port Gamble and the success of the event.

## **10. ADJOURNMENT**

**Motion:** Move to adjourn at 8:24 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC