



POULSBO CITY COUNCIL MEETING OF AUGUST 20, 2014

MINUTES

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

Staff: Planning Director Berezowsky, Finance Director Booher, Parks & Recreation Director McCluskey, City Clerk Purves, IT Manager Stenstrom, Deputy City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * Minutes of July 1, 2014 Joint City Council Meeting
- * * * Minutes of July 30, 2014 City Council Workshop
- * * * Minutes of August 6, 2014 City Council Meeting
- * * * Payable Disbursement for July 2014
- * * * Special Event Application – Kitsap Color Ride
- * * * Martha and Mary Bus Rental Services Agreement
- * * * Ordinance No. 2014-13, Addressing of Land
- * * * Amended Business Licensing Services Agreement
- * * * 2015 Legislative Goals

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. **AGENDA APPROVAL**

Motion: Move to approve the agenda.

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

Motion passed unanimously.

3. ► **COMMENTS FROM CITIZENS**

Mayor Erickson requested public comments, no comments were received.

4. ► **MAYORS REPORT AND COUNCIL COMMENTS**

Councilmember Stern commented on the newly placed Western Washington University sign on the highway.

Councilmember Musgrove commented on the success of the Poulsbo Street Dance, and the upcoming 26th Annual Touch a Truck event being held on August 23rd.

Mayor Erickson expressed her appreciation to several individuals who contributed to the success of the Poulsbo Street Dance.

Councilmember Henry commented on his attendance and the success of the Poulsbo Symphony.

5. ► **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through e.

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

Motion passed unanimously.

The items listed are:

a. Minutes of July 1, 2014 Joint City Council Meeting

b. Minutes of July 30, 2014 City Council Workshop

c. Minutes of August 6, 2014 City Council Meeting

d. Payable Disbursement for July 1 through July 31, 2014, in the amount of \$3,754,059.27 to include Accounts Payable Check Numbers 10025385 through 10025659, Payroll Check Numbers 30023427 through 30023677 and Electronic Disbursement Numbers 24-0051 through 24-0059

e. Special Event Application – Kitsap Color Ride

6. **BUSINESS AGENDA**

a. ► **Martha and Mary Bus Rental Services Agreement**

Parks and Recreation Director reported the Parks and Recreation has formed a partnership with Martha and Mary Health Services to use their mini bus for Parks and Recreation's Senior Trip program. Martha and Mary will provide the bus and trained drivers, while Parks and Recreation will organize the trips, register the participants, and coordinate schedules with the drivers and chaperones. Parks and Recreation will pay Martha and Mary \$.50 per mile, in addition to filling the bus up with gas after each trip. These costs will be passed on to the participants in their user fee.

Motion: Move to approve the Bus Rental Services Agreement with Martha and Mary as presented, and authorize the mayor to sign the agreement.

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

Motion passed unanimously.

b. ► Ordinance No. 2014-13, Addressing of Land

Planning Director Berezowsky explained Kitsap County recently updated its addressing standards, and in an effort to retain consistency between jurisdictions and CenCom, the Planning Director initiated an update to the City's municipal code section regarding addressing. The City Attorney has prepared an updated PMC 12.24 Addressing of Land.

Motion: Move to approve Ordinance No. 2014-13, an ordinance of the City of Poulsbo, Washington, relating to the addressing of land; repealing and reenacting Chapter 12.24 PMC; providing for severability; and establishing an effective date.

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

Motion passed unanimously.

c. ► Amended Business Licensing Services Agreement

City Clerk Purves reported the State of Washington Business Licensing Service (BLS) will be moving to a new payment system and will begin passing the

debit/credit card fees on to customers that choose this payment method. The transaction fee will not be charged or received by BLS, but by a third party vendor. Once this new process starts, BLS will no longer bill the City for their share of the credit card bank fees. The compensation section of the contract has been amended to reflect this change.

Motion: Move to authorize the mayor to sign the amended interagency/interlocal agreement between the Department of Revenue and the City of Poulsbo.

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

Motion passed unanimously.

d. ► 2015 Legislative Goals

Councilmember Stern outlined the revisions to the Legislative Goals, as reviewed by the Finance Administration Committee. The Council reviewed the goals and their performance measures/tasks. City Clerk Purves will redraft the goals based on the revisions discussed, to be brought forward at the next Council meeting for approval.

7. ► COUNCIL COMMITTEE REPORTS

Finance/Administration Committee: Councilmember Stern reported on the recommendation to have departments come back to the respective committees midyear, to review; Council concurred.

Stern also commented on review of the Information Technology and Personnel Budgets; proposal to move the new Civil Engineering position be moved back to the Exempt schedule; and amended DOR-BLS agreement.

Public Safety/Legal Committee: Councilmember Lord stated she was selected as Committee chair, and lengthy discussion on the overcrowding in the jail and the use by other jurisdictions outside of Kitsap County; review of the Municipal Court budget and changes in the department.

8. ► DEPARTMENT HEAD COMMENTS

None.

9. ► CONTINUED COMMENTS FROM CITIZENS

Mayor Erickson requested public comments, no comments were received.

10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

No Councilmember comments.

11.ADJOURNMENT

Motion: Move to adjourn at 9:12 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, Deputy City Clerk, CMC