



POULSBO CITY COUNCIL MEETING OF OCTOBER 15, 2014

MINUTES

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

Absent: Lord, Stern.

Staff: Finance Director Booher, Assistant City Engineer Lenius, City Engineer Kasiniak, Parks & Recreation Director McCluskey, IT Manager Stenstrom, City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * City Clerk Council Confirmation and Oath of Office
- * * * Minutes of September 17, 2014 City Council Meeting
- * * * Minutes of October 1, 2014 City Council Meeting
- * * * Budget Amendment BA14-0401 – Marrow Manor Park
- * * * Payable Disbursements for September 2014
- * * * Public Hearing: 2015 Revenue Sources
- * * * Ordinance No. 2014-15, 3rd Quarter Budget Amendments
- * * * Request for Proposal for Little Valley Ballfield
- * * * Telecom Master Permit for Astound Broadband, LLC
- * * * Stormwater Gap Analysis

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, with item D pulled.

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

Motion passed unanimously.

3.  **COMMENTS FROM CITIZENS**

None.

4.  **MAYORS REPORT AND COUNCIL COMMENTS**

a. City Clerk Council Confirmation and Oath of Office

Motion: Move to authorize Mayor Erickson to appoint Nicole Stephens as City Clerk.

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

Motion passed unanimously.

Mayor Erickson administered the Oath of Office to City Clerk Stephens, and congratulated her on the new position.

b. Mayor Erickson announced the Halloween Haunted House, at the old Police Station will be open on October 31st; and Daffodil Day will be held on Saturday, November 1st.

5.  **CONSENT AGENDA**

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

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

Motion passed unanimously.

The items listed are:

a. Minutes of September 17, 2014 City Council Meeting

b. Minutes of October 1, 2014 City Council Meeting

c. Budget Amendment BA14-0401 – Marrow Manor Park

d. Payable Disbursements for September 1 through September 30, 2014, in the amount of \$3,767,522.63 to include Accounts Payable Check Numbers 10025862 through 10026059, Payroll Check Numbers 30023928 through 30024152 and Electronic Disbursement Numbers 24-0074 through 24-0086.

6. **BUSINESS AGENDA**

c.  **Public Hearing: 2015 Revenue Sources**

Finance Director Booher reviewed the projected 2015 revenues, beginning balances, and the preliminary property tax levy of \$1.70 per \$1000.

Mayor Erickson opened the public hearing at 7:10 PM and asked for public testimony. No testimony was received.

At 7:30 PM Mayor Erickson closed the public hearing.

d. Ordinance No. 2014-15, 3rd Quarter Budget Amendments

Mayor Erickson asked for public comment; no testimony was received.

Motion: Move to adopt Ordinance 2014-15, an ordinance for the City of Poulsbo, Washington, amending the 2014 budget adopted by Ordinance No 2013-18 to revise the revenues to and appropriations from certain funds and approving an ordinance summary for publication.

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

e. Request for Proposal for Little Valley Ballfield

Parks and Recreation Director McCluskey reported in August 2014, the City of Poulsbo assumed ownership of the Little Valley Ballfield from Kitsap County, which had been annexed into the city in 2007. The 1.82 acre site is home to a small baseball field, and is used sporadically by organizations. The city would like to see this property remain a public recreation amenity, but have an outside recreational or educational organization manage the site for community programs. The Request for Proposal asks organizations for a business plan to outline how the site will be managed, scheduled, maintained and developed.

Motion: Move to approve the Request for Proposal for the Little Valley Ballfield as presented.

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

f. Telecom Master Permit for Astound Broadband, LLC

Item pulled from the agenda.

g. ► Stormwater Gap Analysis

City Engineer Kasiniak presented the Stormwater Gap Analysis including background of the NPDES permit; permit requirements; the recommended staffing and level of service; and proposed storm rate increase to support the service level.

Councilmember Musgrove and McGinty clarified the Council is not approving the increase, only moving forward with the recommended level of service and hear input from the public during the public hearing, before any decision is made.

Motion: Move to approve the recommended level of service and authorize that the Engineering Department move forward with a recommended rate increase process, which will include a public hearing.

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

Motion passed unanimously.

7. ► COUNCIL COMMITTEE REPORTS

No reports.

8. ► DEPARTMENT HEAD COMMENTS

City Engineer Kasiniak announced the city received approval from Department of Ecology for the Public Works Decant/Solid Waste Transfer Facility.

9. ► CONTINUED COMMENTS FROM CITIZENS

Mayor Erickson asked for public comments; no comments were received.

10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Councilmember McGinty congratulated City Clerk Stephens on her appointment and new position.

Councilmember Nystul reported on the West Sound Alliance meeting and purpose of the group.

Councilmember Henry commented on his attendance at the Washington State Transportation Commission meeting.

11.  ADJOURNMENT

Motion: Move to adjourn at 8:49 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC