



POULSBO CITY COUNCIL MEETING OF NOVEMBER 5, 2014

MINUTES

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

Absent: McGinty, Stern.

Staff: Finance Director Booher, Associate Planner Boughton, City Engineer Kasiniak, Assistant Engineer Lenius, Risk Manager Purves, IS Manager Stenstrom, City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * Minutes of October 1, 2014 City Council Meeting
- * * * Minutes of October 15, 2014 City Council Meeting
- * * * Budget Amendment – BA #14-0402, Lincoln Well #2 Manganese Water Treatment Pilot Study
- * * * Tree Board Appointment – Jenise Bauman
- * * * Summerset Preliminary Plat Time Extension Request
- * * * Set Public Hearing for Proposed Storm Water Rate Increase
- * * * Water Rate Study Results
- * * * Astound Master Permit
- * * * Public Hearing: 2015 Budget
- * * * Preliminary Budget
- * * * Ordinance No. 2014-16, Set the Property Tax Levy

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

Mayor Erickson announced Consent item b, Minutes of October 15, 2014 Council meeting and Business item e, Astound Master Permit will be removed from the agenda; and the addition of a 5-minute Executive Session for the purpose of discussing property disposition at the end of the meeting.

Motion: Move to approve the agenda, as amended.

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

Motion passed unanimously.

3. ► **COMMENTS FROM CITIZENS**

Mayor Erickson requested public comments; no comments were received.

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

Councilmember Lord, Berry-Maraist and Musgrove spoke to the school tragedies that occurred at North Kitsap High School and in Washington.

Mayor Erickson stated the incidents that occurred at North Kitsap High School centered around people that did not live in Poulsbo City limits, which is an example that the Police Department is far reaching in its obligation to people that live outside the city.

Mayor Erickson also commented on the success of the Haunted House, Downtown Trick or Treat and Daffodil Day.

Councilmember Musgrove commented on the great attendance at the Downtown Trick or Treat event, despite the rain.

5. ► **CONSENT AGENDA**

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

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

Motion passed unanimously.

The items listed are:

a. Minutes of October 1, 2014 City Council Meeting

b. ~~Minutes of October 15, 2014 City Council Meeting~~

c. Budget Amendment - BA#14-0402, Lincoln Well #2 Manganese Water Treatment Pilot Study

6. BUSINESS AGENDA

a. **Tree Board Appointment – Jenise Bauman**

City Clerk Stephens reported Mayor Erickson and Parks and Recreation Director McCluskey have met with Jenise Bauman and recommend appointment to the Tree Board to fill a term ending December 31, 2015.

Motion: Move to concur with Mayor Erickson's appointment of Jenise Bauman to the Tree Board with a term expiration of December 31, 2015.

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

Motion passed unanimously.

b. **Summerset Preliminary Plat Time Extension Request**

Associate Planner Boughton explained the request from AHBL to extend the Summerset plat validity for an additional one year. Under the state subdivision expiration requirements, Summerset Preliminary Plat/PUD was due to expire January 28, 2015 unless a final plat application is submitted to the City. The Poulsbo Municipal Code 17.08.210 allows for a one-year extension to this expiration date, upon showing by the applicant that a good faith effort is being made. AHBL has provided a letter outlining that a final plat will not be able to be submitted by January 28, 2015, but that substantial progress has been made on project. The project is currently cleared according to approved clearing/grading permits and rough grading work is completed. Utility installation and excavation for the project's detention pond has begun.

AHBL states that the additional year will allow the developer the necessary time to complete the infrastructure improvements in phases, and they are confident that all phases will be submitted for final plat prior to January 28, 2016. All conditions of approval of the preliminary plat, post decision review and clearing/grading permit remain in place.

Council discussion included concern with the project not meeting city codes and the size of lots and the time since the original approval (5 years ago); questions regarding how the density bonus was provided; and what would happen should the applicant does not file for a final plat.

Motion: Move to approve the requested extension for the validity of the Summerset Preliminary Plat/PUD for one additional year, and thereby requiring that the developer submit final plat application(s) for all phases to the City no later than January 28, 2016.

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

Discussion: Councilmember Lord requested clarification that the applicant would have an adequate final plat, even in phases, as long as all the phases meet the City's requirement, that it would be a legitimate final plat. Boughton stated the applicant would need to meet the requirements of the City Engineer, and all phases, if they chose to do phases, must be submitted to the City no later than January 28, 2016.

Motion passed unanimously.

Mayor Erickson stated this project will be the last Planned Unit Development in the City, due to the density and open space; the City will do better tree retention and better amenities for our residential neighborhoods.

c.  Set Public Hearing for Proposed Storm Water Rate Increase

Motion: Move to set Public Hearing for November 19th, 2014 at 7:15 PM to allow the public time to address the Council regarding the proposed storm rate increase.

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

Motion passed unanimously.

Councilmember Musgrove clarified the public hearing is not to approve the rate increase, rather to give the Council an opportunity to discuss the rate increase and make a decision whether to increase the rates or not.

d. ► Water Rate Study Results

City Engineer Kasiniak stated the rate study was done by Gray and Osborne and presented the components to how the water rate connection fees were calculated and the proposed increased rate. Kasiniak also presented the water revenue decrease, the increased population and decrease in staffing over the last 20 years, and the staffs recommendation to increase base water rates by 13% (\$1.63 per month); with a new base rate of \$14.13 per month, up from \$12.50 per month. There is also a recommendation to change the criteria of the low income/senior discount.

Motion: Move to set Public Hearing for December 3, 2014 at 7:15 PM, to allow the public time to address the Council regarding the proposed water rate increase.,

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

Motion passed unanimously.

e. Astound Master Permit

Item removed from the agenda.

f. ► Public Hearing: 2015 Budget

Mayor Erickson opened the public hearing at 8:19 PM.

Mayor Erickson requested public comments; no comments were received.

Finance Director Booher stated this is the first of three public hearings for the 2015 Budget.

g.  Preliminary Budget

Finance Director Booher outlined the Preliminary Budget, distributed last week, including the Mayors and Finance/Administration recommendations, and the variance with those recommendations.

The Council discussion included:

- Reduction in the transfer to Park Reserves to be permanent or not
- Transportation Benefit District (TBD), \$20 car tabs, and the use of those funds neighborhood street maintenance
- Funding an additional Information Technology (IT) position, partly with Public Works funds.

The Council concurred to move forward with the Transportation Benefit District for pavement maintenance; reduction in the transfer to street reserves, the Utility Funds (Public Works) funding half of the IT position, if the position is approved; and cable utility tax.

Mayor Erickson asked the Council to get any additional questions to Finance Director Booher before the next meeting.

h.  Ordinance No. 2014- 16, Set the Property Tax Levy

Motion: Move to approve Ordinance No. 2014-16, an ordinance of the City of Poulsville Washington levying the general taxes for the City of Poulsville for the fiscal year commencing on January 1, 2015, on all property, both real and personal, in

said city which is subject to taxation for the purpose of providing sufficient revenue to carry on the several departments of said city of the ensuing year as required by law, and approving an ordinance summary for publication.

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

Motion passed unanimously.

7. ► **COUNCIL COMMITTEE REPORTS**

Economic Development Committee: Councilmember Berry-Maraist reported on discussion regarding the live aboard request by the Port of Poulsbo, with the Port Commissioners.

8. ► **DEPARTMENT HEAD COMMENTS**

City Engineer Kasiniak reported Lincoln Road will begin to be paved next week and the Lincoln Well Treatment facility low interest loan (1% interest) was approved.

9. ► **CONTINUED COMMENTS FROM CITIZENS**

Mayor Erickson requested public comments; no comments were received.

Motion: Motion to extend the meeting to complete the agenda.

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

Motion passed unanimously.

10. ► **COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

None.

11. ► **EXECUTIVE SESSION – REAL ESTATE SALE PURSUANT TO RCW 42.30.110(C)**

Motion: Move to adjourn from Executive Session.

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

Motion passed unanimously.

Mayor Erickson recessed the meeting at 9:56 PM into a 5-minute Executive Session for the purpose of discussing real estate sale.

12.ADJOURNMENT

Meeting adjourned at 10:01 PM.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC