



POULSBO CITY COUNCIL MEETING OF JANUARY 7, 2015

MINUTES

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

Staff: Finance Director Booher, City Engineer Kasiniak, Parks & Recreation Director McCluskey, Risk Manager Purves, IT Manager Stenstrom

MAJOR BUSINESS ITEMS

- * * * Minutes of December 10, 2014 City Council Meeting
- * * * Minutes of December 17, 2014 City Council Meeting
- * * * Ordinance No. 2015-01, Utility Tax
- * * * Resolution No. 2015-01, Dissolution of the Community Police Advisory Board
- * * * Bid Award – 3rd Avenue Central Business District LID Retrofit

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 stated consent item 5a, Minutes of December 10, 2014 will be pulled for further review and revisions.

Motion: Move to approve the agenda.

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

Motion passed unanimously.

3. **COMMENTS FROM CITIZENS**

Mayor Erickson asked for comments from citizens, no comments were received.

4. ► MAYORS REPORT AND COUNCIL COMMENTS

Councilmember Lord thanked the Bremerton Youth Orchestra for the performing at the last Council meeting. Lord also spoke to the passing of Earl Hansen, noting his memorial service will be held this Friday.

Councilmember Musgrove spoke to the holiday decorations downtown and the success of the holiday season.

Mayor Erickson thanked the "Viking Elves" that put up the Christmas decorations and took them down, although Erickson did not know who specifically was involved, she thanked them for their contribution.

Councilmember Berry-Maraist commented on the paving on Lincoln Road and asked how many more days of paving there would be in the project; City Engineer Kasiniak stated only one more day of paving is still needed and the road will be open on Friday.

5. ► CONSENT AGENDA

Motion: Move to approve Consent Agenda items b.

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

Motion passed unanimously.

The items listed are:

- a. ~~Minutes of December 10, 2014 City Council Meeting~~
- b. Minutes of December 17, 2014 City Council Meeting

6. BUSINESS AGENDA

a. ► Ordinance No. 2015-01, Utility Tax

Councilmember McGinty questioned if the Finance/Administration Committee discussed whether the increase utility tax rate would be permanent or would be discussed periodically. The Council discussed reviewing the utility tax each year with budget cycle and the Finance/Administration committee reviewing all revenue streams in June.

Motion: Move to approve Ordinance No, 2015-01, and ordinance of the City of Poulsbo, to increase the Utility Tax from 9% to 12% for the City Water and Sewer

utilities and to impose a utility tax on cable service of 6%; also providing for referendum and establishing an effective date.

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

Motion passed unanimously.

b. ► Resolution No. 2015-01, Dissolution of the Community Police Advisory Board

Police Chief Townsend reported the Community Police Advisory Board was originally established on December 23, 1991 to ensure quality citizen input and information exchange concerning police services, police protection, programs and to promote public awareness about the police services and to serve as a liaison between the Police Department and the community.

Many of the duties of the board are now being fulfilled through technology unavailable at the time of the board's creation. Today the chief communicates back and forth to over 100 persons through an email notification system and nearly 700 through a Twitter account. These newer methods of communication reach a wider audience and invite immediate feedback from both supporters and critics alike. The Twitter account also helps reach a younger more mobile audience, allowing the full spectrum of our community to be involved in police communications and activities.

Instead of reaching out to 9 board members, we now reach out to about 800 people, adding new persons every day.

Mayor Erickson added when this board was formed Council committees did not exist; today we have the Public Safety/Legal Committee which allows for citizens to meet with the Police Chief, Councilmembers and the Municipal Court Judge and Court Administrator.

Motion: Move to adopt Resolution No. 2015-01, repealing Resolution No. 2012-12 and dissolving the Citizens Advisory Board.

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

Motion passed unanimously.

c. ► Bid Award – 3rd Avenue Central Business District LID Retrofit

City Engineer Kasiniak presented the project scope and budget. Bids were opened for the 3rd Ave Central Business District project on Monday, January 5, 2015. There were five responsive bids. The lowest responsive bid of \$672,215.87 was submitted by Pape & Sons Construction, Inc. The Engineer's estimate was \$685,124.76.

Motion: Move to approve the construction contract for the 3rd Ave Central Business District project to Pape & Sons Construction, Inc. in the amount of \$672,215.87 and authorize the Mayor to sign change orders up to 8% of the contract price.

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

City Engineer Kasiniak also provided a report on the Lincoln Road project and the weather delays that were encountered. With the improved weather forecasted for today, Thursday and Friday, the decision was made to begin paving at 7:00 AM. In order to pave a drying machine was needed to dry the road first and then begin the paving. Kasiniak noted the contractor paved for 13 hours today and will begin pervious asphalt and bike lane tomorrow.

7. ► **COUNCIL COMMITTEE REPORTS**

Economic Development Committee: Councilmember Stern reported Councilmember Berry-Maraist provided her input and history on downtown parking reviews; Port Live aboard update; the trail through Poulsbo and Kitsap County, and how they connect to Eco-tourism destination from Seattle and other areas, and the Sound to Olympics Trail.

Finance/Administration Committee: Councilmember Stern stated the Council Candidate Interviews originally scheduled for Saturday, January 24th, may be rescheduled to Wednesday, January 28th due to conflicts with Councilmember Lord schedule; the impacts on Poulsbos population increasing above 10,000, specifically on the Puget Sound Regional Council board; recommendation of postponing selection of committee chairs until the new councilmember is selected in January; sales tax update; and review of Council compensation and benefits, and the Mayors benefits.

8. ► **DEPARMENT HEAD COMMENTS**

None.

9. ► **CONTINUED COMMENTS FROM CITIZENS**

Mayor Erickson asked for comments from citizens, no comments were received.

10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

None.

11. ► ADJOURNMENT

Motion: Move to adjourn at 8:03 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC