



POULSBO CITY COUNCIL MEETING OF FEBRUARY 11, 2015

MINUTES

PRESENT: Mayor Erickson; Councilmembers Henry, Lord, McGinty, Musgrove, Nystul, Stern, Thomas.

Staff: Finance Director Booher, Associate Planner Boughton, Office Clerk II Diehl, City Engineer Kasiniak, Parks & Recreation Director McCluskey, Risk Manager Purves, IT Manager Stenstrom, Police Chief Townsend

MAJOR BUSINESS ITEMS

- * * * Minutes of January 28, 2015 Special Council Meeting
- * * * Minutes of February 4, 2015 Council Meeting
- * * * Payable Disbursements for December 2014
- * * * Payable Disbursements for January 2015
- * * * 2015 Comprehensive Plan Amendments - Docket Setting
- * * * Liberty Bay TMDL Grant Agreement
- * * * Animal Control and Pet Licensing Agreement – Kitsap Humane Society
- * * * Prosecutor Services

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 agenda item a, Minutes of January 28, 2015 Special Council Meeting and item b, Minutes of February 4, 2015 Council Meeting will be pulled from the agenda for revisions.

Motion: Move to approve the agenda.

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

Motion passed unanimously.

3. ► **COMMENTS FROM CITIZENS**

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

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

Mayor Erickson announced John Halsted has been promoted to Deputy Chief and expressing how pleased she is with the promotion.

Councilmember Nystul reported on the Westsound Alliance meeting regarding the transportation package.

Councilmember Thomas reported on his attendance at the Law & Justice meeting.

Councilmember Henry reported on the Chamber of Commerce lunch and Hudson Auto group expanding on Viking Avenue.

5. ► **CONSENT AGENDA**

Mayor Erickson reminded the Council items a and b were removed.

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

The items listed are:

~~a. Minutes of January 28, 2015 Special Council Meeting~~

~~b. Minutes of February 4, 2015 Council Meeting~~

c. Payable Disbursements for December 2014

d. Payable Disbursements for January 2015

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

Motion passed unanimously.

6. BUSINESS AGENDA

a. ► 2015 Comprehensive Plan Amendments - Docket Setting

Associate Boughton explained the Planning Department prepared a list of proposed amendments to present to the City Council. The City Council shall review the list and determine which, if any, of the proposed amendments shall be processed further.

Boughton outlined the amendment requests received for the 2015 cycle:

- CPA 2015-01: A request to re-designate and rezone a 3.77 acre property located at 20783 Bond Road from Residential Medium to Park, due to the 2014 acquisition of this property as an expansion to the City's Fish Park. Amendments will be to Figure LU-1 "2025 Land Use Comprehensive Plan Map" and the City's Zoning Map.
- CPA 2015-02: A request to re-designate a 2.69 acre property located at 20563 Bond Road from Shoreline Residential -1 to Natural on Figure NE-6 in the Natural Environment Chapter, and on the Shoreline Master Program maps. This amendment is a result of the City's ownership of this property for Fish Park; Natural is the appropriate.
- CPA 2015-03: A text amendment to Chapter 12, the Capital Facilities Plan, to update Table CFP-4 (the City of Poulsbo 6-Year Capital Improvement Projects) to reflect the proposed projects listed in the 2015-2020 Capital Improvements Plan.
- CPA 2015-04: A text amendment to Chapter 12, Capital Facilities Plan, to update Table CFP-3 and Parks Section, by adding new parks project and renaming one existing project.
- CPA 2015-05: A text amendment to Section 12.6 Water System text in the Capital Facilities Plan and replace the 2007 Water System Plan in Appendix B-1 in its entirety with the 2014 Water System Plan.

Motion: Move to approve Comprehensive Plan amendments 2015-01 through 2015-05 be docketed for the 2015 Comprehensive Plan Amendment cycle.

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

Motion passed unanimously.

b. ► Liberty Bay TMDL Grant Agreement

City Engineer Kasiniak presented the grant agreement with the Department of Ecology (DOE), for the Liberty Bay Total Maximum Daily Load (TMDL) Implementation Plan project. The Public Works Committee reviewed the first draft on November 24, 2014 and requested a few language changes. Staff worked with DOE to implement the changes and reviewed the updated version with Public Works Committee on December 10, 2014. The committee was satisfied with the updates. DOE required additional time to send the draft through multiple review processes in their office and have finally given their final approval to the agreement which is now presented for Council approval.

Motion: Move to approve funding agreement WQC-2015-PoulPW-00138 with the Department of Ecology and authorize the Mayor to sign the agreement on behalf of the City.

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

Motion passed unanimously.

c. ► Animal Control and Pet Licensing Agreement – Kitsap Humane Society

Eric Stevens, Kitsap Humane Society (KHS) Executive Director, stated the revised animal services contract includes KHS to take over pet licensing.

Risk Manager Purves reported the KHS is currently contracted to provide animal control services for the City, it being recommended the City consider adding administration of a pet licensing program to the existing contracted services. KHS is already the pet licensing administrator for Kitsap County and the City of Bremerton.

Purves noted the City Council will retain control over licensing fees and the proposed agreement will be through December 2016, allowing the City the chance to reevaluate the KHS licensing program in the near future.

The Council questioned the fees and proposed fee increase; Purves stated the revised fees will be presented and considered at a future meeting. The Council concurred to table the review of the agreement, so that the fees and agreement can be reviewed and discussed at the same time.

d. ► Prosecutor Services

Risk Manager Purves explained the Council is being asked to consider using existing City staff for in house Prosecution services. This will allow for closer collaboration with the police department on criminal matters and enhanced code enforcement for non-criminal violations of city ordinances.

Motion: Move to approve the termination of the agreement with the Kitsap County Prosecuting Attorney for municipal court prosecution and authorize the Mayor to provide written notice of termination on behalf of the City.

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

Motion passed unanimously.

7. ► COUNCIL COMMITTEE REPORTS

Public Works Committee: Councilmember McGinty reported on review of the speeding on Lincoln Road; the feasibility of using LED lights in the street lights; proposal to revise the seasonal averaging to begin in May for sewer rates; and review of the new GPS equipment the Engineering Department has.

Community Services Committee: Councilmember Lord reported she was selected as the committee chair; streamlining the Special Events process, and an update on the sailing program.

8. ► DEPARTMENT HEAD COMMENTS

City Engineer Kasiniak provided an update construction schedule for the Lincoln Road project and 3rd Avenue (Central Business District) project; and the upcoming 6th and 9th Avenue pump station.

9. CONTINUED COMMENTS FROM CITIZENS

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

10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Councilmember Nystul spoke to the Westsound schedule he distributed to the Council.

Mayor Erickson reported on a meeting she had with Kevin Daton, Washington Department of Transportation, regarding the Agate Pass Bridge project.

Councilmember Stern reminded the public there will not be Council or committee meetings next week, February 18th due to the Association of Washington Cities - City Action Days.

Councilmember Henry report the King of Norway will be in Seattle and the City should invite him to Poulsbo.

11.ADJOURNMENT

Motion: Move to adjourn at 8:41 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC