

POULSBO CITY COUNCIL MEETING OF JUNE 8, 2011

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, Stern.

Absent: McGinty, Musgrove.

Staff: Boltz

MAJOR BUSINESS ITEMS

- * * * Minutes of May 25, 2011 City Council Meeting
- * * * Minutes of June 1, 2011 City Council Meeting
- * * * Discussion: Contracting with Department of Revenue Master License Service
- * * * Amendment to Business License Fees
- * * * Workshop: Annexation

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. **COMMENTS FROM CITIZENS**

- a. Jan Wold, addressed comments made by Mayor Erickson and Councilmember Stern at a previous Council meeting regarding the upward trend of legal costs due to the Superior Court appeal of a recent annexation.

3. **MAYORS REPORT AND COUNCIL COMMENTS**

- a. Councilmember Berry-Maraist reported on the Poulsbo Trails event this past weekend.
- b. Mayor Erickson announced:
 - Fishlines need of the week is syrup;
 - Special Council Meeting on June 28, 2011 at 6:00 PM regarding the Edward Rose Project; and
 - “Habitat Power Trek” a Habitat for Humanity fundraiser for solar power.

- Additional Agenda Item - Workshop: Annexation

c. Councilmember Stern reported on the grant award to Cafe Oasis and questioned the status of creating a similar program in Poulsbo. Mayor Erickson explained, previous discussions with Pastor Fredericks indicated a Café Oasis in Poulsbo could be a year away.

4. **CONSENT AGENDA**

Councilmembers Lord and Berry-Maraist requested item b, Minutes of June 1, 2011 City Council Meeting be removed for corrections.

MOTION: Move to approve Consent Agenda items a. **Action:** Approve. **Moved by** Lord, **Seconded by** Stern.

Absent: McGinty, Musgrove. Motion passed unanimously.

The items listed are:

a. Minutes of May 25, 2011 City Council Meeting

~~b. Minutes of June 1, 2011 City Council Meeting~~

5. **BUSINESS AGENDA**

a. **Discussion: Contracting with Department of Revenue Master License Service**

City Clerk Boltz presented information and benefits to contracting business licensing services with the Department of Revenue Master License Service. The Department of Revenue would provide administrative functions including an online application and renewal process, transmittal of city fees, and issuing and mailing the licenses. The City would retain review and approval authority.

Discussion included: one-stop shopping and streamlined licensing process and the associated fees paid by the applicant and the City.

The Clerks Office will continue to work with the Department of Revenue with Council concurrence this evening to transition for the 2012 renewals.

MOTION: Move to proceed with contracting with Master Business License Service. **Action:** Approve. **Moved by** Stern, **Seconded by** Henry.

Absent: McGinty, Musgrove. Motion passed unanimously.

b. ► Amendment to Business License Fees

City Clerk Boltz presented the proposal by the Finance/Administration Committee and Economic Development Committee to restructure/reduce the business license fees charged by the City to incorporate a per license allocation to Kitsap Economic Development Alliance and accommodate the processing fee charged by the Master License Service program.

Councilmember Stern described the decision to restructure the business licensing fee as a pro-business movement.

MOTION: Move to authorize the City Clerk to draft an Ordinance revising Business License fees to standardize the new and renewal fees charged by the City and include the recommended allocation for Kitsap Economic Development Alliance. **Action:** Approve. **Moved by** Stern, **Seconded by** Lord. Absent: McGinty, Musgrove. Motion passed unanimously.

c. ► Workshop: Annexation Hearing Decision

Mayor Erickson gave a presentation regarding the recent annexation hearing decision to invalidate the Tibbits/Chamberlin Annexation and the importance of balancing growth and annexation.

The presentation included: planning for community growth to retain Poulsbos character; the Growth Management Act; growth projections; the process and importance of annexation; City of Poulsbos Comprehensive Plan “Governors Smart Communities Award;” and legal fees associated with the appeal of the Kitsap County Boundary Review Boards decision on the Tibbits/Chamberlin Annexation.

Mayor Erickson shared photos of the new Liberty Hills subdivision and the voluntary improvements made by Quadrant Homes including a trail, fence and native vegetation as an example of growth done right.

Discussion included: Clarification on legal expenses incurred due to public records requests; annexation initiated by citizens not the City; housing densities vs. sprawl and environmental responsibility.

6. ► COUNCIL COMMITTEE REPORTS

- a. Councilmember Berry-Maraist reported on her involvement with the Ecosystem Coordination Board and formation of a new environmental organization to integrate planning throughout the east side of Kitsap. A proposal will come forward to focus on governmental and environmental issues, salmon preservation, representation from businesses and community outreach. The proposal may fall under KRCC.
- b. Berry-Maraist announced the Kitsap Complete Streets Workshop being held from 1:00PM-6:00PM in City Council Chambers sponsored by Kitsap Regional Coordinating Council.
- c. Community Services Committee: Councilmember Henry reported on several Special Event Applications coming forward for Council approval, property donations, Fish Park update and 3rd of July update.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Lord thanked the Mayor for the Annexation Workshop.
- b. Councilmember Berry-Maraist reported there was no Public Works Committee Meeting due to lack of quorum.
- c. Mayor Erickson commended all involved with the Comprehensive Plan, announced the Governors Award will be presented at the Association of Washington Cities and the City's number two position for the 2011 Washington State Federal Highway grant due to the City's ability to have shovel ready projects. Mayor Erickson commended the Engineering staff and encouraged Council to continue supporting shovel ready projects.
- d. Mayor Erickson commended former Commissioner Steve Bauer for his work in assisting with the Housing Kitsap (formerly Kitsap Consolidated Housing Authority) passing a budget with a surplus.

e.Councilmember Stern commended the Planning staff for the Comprehensive Plan Award and the Engineering staff for their competitive grant and engineering work.

10.ADJOURNMENT

Motion: Move to Adjourn at 8:22 PM. **Action:** Approve. **Moved by** Stern, **Seconded by** Henry.

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC