

POULSBO CITY COUNCIL MEETING OF NOVEMBER 9, 2011

MINUTES

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

Staff: Baker, Berezowsky, Boltz, Booher, Kasiniak, Kingery, Loveless, McCluskey, Stephens, Swiney, Wilson

MAJOR BUSINESS ITEMS

- * * * Minutes of September 28, 2011 Council Workshop
- * * * Budget Amendment BA#11-0401, Fund 311
- * * * Budget Amendment BA#11-0402, Park Impact Fee Study
- * * * Budget Amendment BA#11-0403, Fish Park – Rotary Donation
- * * * Budget Amendment BA#11-0404, Fjord Drive
- * * * Budget Amendment BA#11-0405, 4th Avenue Speed Tables
- * * * 7:15 PM Public Hearing: 2012 Budget
- * * * Approval and Award of Liberty Bay Trail Project Contract
- * * * Fjord Drive Project Update
- * * * Ordinance No. 2011-21, Felkey Annexation Legal Description Correction
- * * * Workshop: 2012 Budget

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 6:01 PM and led the Pledge of Allegiance.

2. COMMENTS FROM CITIZENS

None.

3. MAYORS REPORT AND COUNCIL COMMENTS

a. Councilmember Berry-Maraist spoke to the art that has been hung in City Hall.

b. Mayor Erickson reported:

- Announced the Public Hearing will be held before the Budget Workshop.
- Introduced Joan Mabbutt, Pancreatic Cancer Action Network, who spoke to Pancreatic Cancer Awareness Month and provided information on Pancreatic Cancer.
- Fishline is in need of peanut butter and all food items during the holidays.
- The repair of a board in the atrium in City Hall.
- Update on the Municipal Court and Police Department move.

c. Councilmember Musgrove spoke to the artwork placed in City Hall and the Police move to the new City Hall.

d. Councilmember Henry commented on his attendance at the Tree Board meeting.

e. Councilmember Stern congratulated Councilmember Berry-Maraist, Lord, McGinty and Musgrove on their re-election; and Councilmember elect Gary Nystul.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through e., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously.

The items listed are:

- a. Minutes of September 28, 2011 Council Workshop
- b. Budget Amendment BA#11-0401, Fund 311
- c. Budget Amendment BA#11-0402, Park Impact Fee Study
- d. Budget Amendment BA#11-0403, Fish Park – Rotary Donation
- e. Budget Amendment BA#11-0404, Fjord Drive
- f. Budget Amendment BA#11-0405, 4th Avenue Speed Tables

5. **BUSINESS AGENDA**

a. **Approval and Award of Liberty Bay Trail Project Contract**

City Engineer Kasiniak reported on the Liberty Bay Trail project, summary of design and the three phases of the project. The request for approval at this time is Phase 1 only. The Public Works Committee reviewed and recommends approval of the project.

Motion: Move to approve the award and commencement on Phase 1 of the Liberty Bay Trail project and direct staff to proceed accordingly.

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

Motion passed unanimously.

b. ► Fjord Drive Project Update

City Engineer Kasiniak provided background on the Fjord Drive Slide repair project, and presents photos of the work that has been done to date. Kasiniak stated the retaining wall anticipated completion is by Thanksgiving, and the road should be reopened by Christmas.

c. ► Ordinance No. 2011-21 , Felkey Annexation Legal Description Correction

City Clerk Boltz reported at the time the Felkey Annexation was approved the intent was to include a portion of right-of-way along Langaunet Lane; however it was not included in the legal description.

Motion: Move to adopt Ordinance No. 2011-21, correcting a scrivener's error in the legal description for the annexation commonly known as the Felkey Annexation approved by Ordinance No. 2007-12.

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

Motion passed unanimously.

d. ► Workshop: 2012 Budget

Mayor Erickson outlined the recommended budget reductions, baseline requests and new program requests; and the Mayors Recommendations and Finance Committee recommendations for those items that the committee reviewed.

Councilmember Stern requested the council break from the budget discussion to introduce guests that he invited; Council concurred.

Councilmember Stern announced the expansion of the Peninsula Cancer Center and Peninsula Breast Center in Poulsbo, and introduced Dr. Berit Madsen, Dr. Sheila Lally, and Denise Bundow stated the purpose and services provided by the center.

Council budget discussion included:

- Reserves not included in recommendations; the need to use reserves to balance the budget
- Carryover and 2012 beginning balance
- Budget preparation process
- Reduction in transfers to Street and Park Reserves

e. ► 7:15 PM Public Hearing: 2012 Budget

At 7:39 PM Mayor Erickson opened the public hearing and asked for public testimony. No public testimony was received.

Motion: Move to continue the hearing to Wednesday, November 16, 2011, at the Poulsbo City Council Chambers.

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

Motion passed unanimously.

f.  **Workshop: 2012 Budget - continued**

Finance Director Booher outlined the next steps and remaining budget process.

Councilmember Stern expressed concern with the recommendation to reduce the transfer to Street Reserves and the lack of maintenance to neighborhood streets. Council discussed the pros and cons of reducing the transfer and how to reduce the variance if the street reserves transfer is made. Council recommended reducing the street reserve transfer for 2012.

Councilmember Stern commented on the inclusion of the Exempt Personnel salary adjustments in the preliminary budget, expressing his disagreement with the process that took place. Council discussed the normal process for review and approval; and this years process. Council concurred with the Finance Committees recommendation of moving forward with half (\$12,000) for salary adjustments in the 2012, and the remainder in 2013.

Further Council discussion included:

- Urban Forestry - Get input from the Tree Board on the amount reductions possible
- Bremerton Kitsap Access Television (BKAT) – Mayor Erickson will further negotiate with BKAT, due to the poor service and unreliable broadcast airings.
- L& I Final Rates
- Community Service program
- HDPA Basket Watering – Concurred with Finance Committee recommendation
- Sound Works – Currently Sound Works uses our building at no cost and partial cost of utilities. Mayor Erickson will have Sound Works come to Council with reporting.
- Kitsap Economic Development Alliance funding – business licenses
- Kitsap Humane Society – Negotiating contract, eliminate licensing by the County, reduction in contract cost.
- Library Operations – Required maintenance will still occur.
- Vacant Finance FTE – Finance Director Booher stated duties have been redistributed among remaining staff; Mayor Erickson recommends eliminating the position and funding. Council concurred to eliminate the position.

Council concurred to bring the remaining items to the Finance Committee and continue the budget discussion and discuss Council goals.

6. COUNCIL COMMITTEE REPORTS

- a. Public Works: Councilmember McGinty reported on review of the Liberty Hills Latecomer Agreement.
- b. Community Services: Councilmember Berry-Maraist reported on Hotel/Motel Tax and Lodging Tax Advisory Committee (LTAC) recommendations.
- c. Councilmember Lord commented on her ongoing discussion regarding the Tree Lighting on Viking Avenue.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Berry-Maraist reported on the Navy EIS mitigation projects only include Jefferson County, she will be working a support letter to come forward to Council for signatures; and her attendance at a meeting with Commissioner Garrido.
- b. Councilmember Bauman announced the Poulsbo Historical Society will be holding a program on the November 18th at 7:00 PM, the topic will be Historical Overview of the Suquamish Tribe; and congratulated the Councilmembers that were re-elected, as well as Councilmember-elect Nystul.

10. ADJOURNMENT

 **Motion:** Move to adjourn at 9:59 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC