

POULSBO CITY COUNCIL MEETING OF SEPTEMBER 19, 2012

MINUTES

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

Absent/Excused: Berry-Maraist.

Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, Stenstrom, Stephens.

Also present: Karla Boughton, kb Consulting

MAJOR BUSINESS ITEMS

- * * * Claims – July 1-31, 2012
- * * * Payroll – July 1-31, 2012
- * * * Claims – August 1-31, 2012
- * * * Payroll – August 1-31, 2012
- * * * Minutes of September 5, 2012
- * * * Application for Special Event – NK High School Homecoming Parade/Rally
- * * * Presentation: 2012 Revenue and Expenditure Review
- * * * Set Public Hearing: 2013 Revenue Sources
- * * * Renewal of Curbside Recycling Services Contract
- * * * Workshop: Draft Zoning Code

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

None

3. MAYORS REPORT AND COUNCIL COMMENTS

a. Councilmember Lord spoke about the Grand Opening of the Suquamish Tribe Museum, and the quilt presented to the museum from the City and Historical Society.

b. Councilmember Musgrove commended the City staff and Council on the amount of daily work being performed while moving forward with other business.

c. Councilmember Henry commented on his attendance at the Association of Washington Cities (AWC) Candidates Forum.

d. Mayors Report:

- The Suquamish Museum Grand Opening- Mayor Erickson provided the history and creation of the quilt presented to the museum; and expressed her appreciation to Barbara Gabriel for her hard work putting the quilt together.
- The focus to remove abandoned and derelict boats from Liberty Bay.
- The need for food in local food banks; and a benefit at the Gateway Fellowship featuring Richard Lemieux.
- Addition of a 30-minute executive session for the purpose of discussing pending litigation.

e. Councilmember Stern commented on the relationship between the Suquamish Tribe and the City of Poulsbo.

4.  CONSENT AGENDA

Motion: Move to approve Consent Agenda items a through e.

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

Motion passed unanimously.

The items listed are:

a. Claims – July 1-31, 2012, in the amount of \$1,325,929.64, check numbers 10019820 through 10020016 and electronic disbursement numbers 22-0056 through 22-0059 and 22-0061 through 22-0066.

b. Payroll – July 1-31, 2012, in the amount of \$310,943.05, check numbers (including direct deposit vouchers) 30017634-3001852.

c. Claims – August 1-31, 2012, in the amount of \$1,769,406.50, check numbers 10020017 through 10020269 and electronic disbursement numbers 22-0067 through 22-0076.

d. Payroll - August 1-31, 2012, in the amount of \$245,314.38, check numbers (including direct deposit vouchers) 30017853-30018078.

e. Minutes of September 5, 2012 City Council Meeting

5. BUSINESS AGENDA

a.  Special Event Request – North Kitsap High School

City Clerk Boltz explained North Kitsap High School is requesting the closure of Hostmark at the end of 4th Street to Front Street for their annual Homecoming Parade Rally on October 3rd.

Motion: Move to approve Application for Special Event for the North Kitsap High School Homecoming Parade and Rally to be held on October 3, 2012.

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

Motion passed unanimously.

► Mayor Erickson stated she neglected to allow City Engineer Kasiniak to provide an update on the Noll Road Roundabout.

Noll Road Roundabout Update: City Engineer Kasiniak explained the background and update on the Noll Road Roundabout project; the construction schedule for the next 3 weeks; with substantial completion the first part October. To date no change orders have been submitted and the project may come in under budget.

b. ► Presentation: 2012 Revenue and Expenditure Review

Finance Director Booher provided an overview of the City's budgeted funds and total of all funds, review of 2012 expenditures and revenue sources and City sales tax rate. The proposed preliminary document will be distributed September 30th; the 2013 preliminary document being distributed on October 31st; and the budget workshop on November 14th.

Councilmember Stern noted the Council had authorized transfers from Revenue Stabilization to balance the budget from the last two years; however those transfers were never made and not necessary.

c. ► Set Public Hearing: 2013 Revenue Sources

Motion: Move to set public hearing for October 17, 2012, at 7:15PM to review revenue sources for 2013.

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

Motion passed unanimously.

d. ► Renewal of Curbside Recycling Services Contract

Public Works Director Loveless reported the current recycling contract with Bainbridge Disposal expires September 30th. Public Works recommends awarding the new contract to Bainbridge Disposal without opening it up to competition due to their established records of outstanding service for more than 20 years with the City, reasonable pricing, support for a local small business and there being no requirement under State law to compete for these types of contracts.

Motion: Move that the Mayor be authorized to sign the contract for Curbside Recycling Services with Bainbridge Disposal.

Action: Approve, **Moved by** McGinty, **Seconded by** Nystul. Absent: Berry-Maraist.
Motion passed unanimously.

e.  **Workshop: Draft Zoning Code**

Consultant Karla Boughton explained the City Council approved a three phase approach to update its development regulations. The first phase of the development regulation update was completed and effective February 16, 2011. The City is currently in the second phase, which is a comprehensive update to the City's Zoning Ordinance; included with this phase is a draft Code Enforcement Ordinance. There are four workshops scheduled to review the draft, with the option of adding additional dates by Council consensus.

The draft Zoning and Code Enforcement Ordinances were extensively reviewed by the Poulsbo Planning Commission, where many revisions and clarifications to the draft ordinance were identified.

The Council has received for review the September 2012 Planning Commission Recommended Draft Ordinances, Planning Commission findings, exhibits, meeting minutes, memos and official notices. The Council will review specific sections of the 2012 Draft Zoning Ordinance that represent the most substantive amendments from the current zoning ordinance; most of those amendments are in the land use section.

Boughton stated the Council will be holding a workshop next week that will focus on the amendments to the land use section.

Council comments/questions included:

- The criteria on “substantive” areas for review
- Method of and outlining the changes and additions
- Providing background on changes, what initiated changes

Mayor Erickson stated the Council will begin reviewing the document at next week's Council workshop, beginning at 6:00PM.

6.  **COUNCIL COMMITTEE REPORTS**

a. Public Safety Legal Committee: Councilmember Henry reported on the positive outcome of several recent events and impounds fees collected, and review of procedures for shoplifting at Walmart.

b. Finance Administration Committee: Councilmember Stern reported the November 21st committee/council meetings may be cancelled due to Thanksgiving holiday and Legislative budget review.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

None.

10. EXECUTIVE SESSION

Mayor Erickson called for a 30-minute Executive Session for the purpose of potential litigation, pursuant to RCW 42.30.110(i), with automatic adjournment.

11. ADJOURNMENT

Motion: Move to adjourn out of executive session. **Action:** Approve, **Moved by** McGinty, **Seconded by** Stern. Absent: Berry-Maraist
Motion passed unanimously.

Meeting adjourned at 9:45PM.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC