POULSBO CITY COUNCIL MEETING OF DECEMBER 5, 2012

MINUTES

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

Absent/Excused: McGinty.

Staff: Boltz, Booher, McCluskey, Stephens

MAJOR BUSINESS ITEMS

- * * * Budget Amendment, BA12-0406 Fish Park Donation
- * * * Budget Amendment, BA12-0407 Wages and Benefits
- * * * Budget Amendment, BA12-0408 Housing of Prisoners
- * * * Introduction of New NKSD Principals
- * * * Interlocal Agreement: Amendment of Dept of Emergency Management
- * * * Agreement: Rec1 Software for Parks and Recreation
- * * * Boards and Commission Appointments/Reappointments
- * * * Resolution No. 2012-16, City Hall Closure
- * * * Workshop: 2013 Legislative Goals and Accomplishments

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.**Russ Shiplet, Public Facilities District (PFD) Representative, reported on the current financial health, Kitsap County will be hosting the 2013 WA Stated PFD Conference, and potential projects in 2013. Mayor Erickson expressed her appreciation to Shiplet for his involvement in the Babe Ruth World Series and his work on the PFD.
- **b.**Mayor Erickson presented Miss Poulsbo, Michaela Meeker, with a Key to the City and thanked her for her dedication to the City.

c.Parks and Recreation Director McCluskey spoke to the Fish Park Master Plan, and the contributions from the Aaron Waag Memorial Salmon Derby and the Bainbridge Island Chapter of Trout Unlimited. Mayor Erickson thanked John and Teri Waag, Justin Foss and Trout Unlimited and presented each with a plague of appreciation.

Teri Waag explained Aarons love of fishing and the establishment of the Salmon Derby by Aarons friends in his honor. The derby had yielded a large amount of funds and the families desire to donate to the Fish Park project.

- **d.**Mayor Erickson stated the City received the Puget Sound Partnership Champion 2012 award, for the Engineering Departments work on stormwater; and asked the Council to review the First Step Transportation Plan provided to Council for discussion at next weeks meeting.
- **e.**Councilmember Stern spoke to the organizations that came together to remember Aaron Waag, and was proud to honor the family.
- **f.**Mayor Erickson spoke to the "Remember Pearl Harbor" event at Keyport on December 7th and Big Band Christmas, a Fishline fundraiser, at the Sons of Norway on December 8th.
- **g.**Councilmember Musgrove stated the North Kitsap Red Cross is seeking nomination for the Red Cross Hero award; and the City is sponsoring a Toy Drive for Fishline.

h.Councilmember Henry commented on the benefits of transportation improvements.

4. CONSENT AGENDA

Councilmember Stern commented on the Finance/Administration Committee recommendation of approval for the budget amendments on the consent agenda.

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

Motion passed unanimously. Absent: McGinty

The items listed are:

a.Budget Amendment, BA12-0406 Fish Park Donation

b. Budget Amendment, BA12-0407 Wages and Benefits

c.Budget Amendment, BA12-0408 Housing of Prisoners

5.BUSINESS AGENDA

a.Introduction of New NKSD Principals

Tom Anderson, North Kitsap School District, introduced district principals: Judson Miller, North Kitsap High School; Diane Otterby, Poulsbo Middle School; Charlie McCabe, Vinland Elementary; and Claudia Alves, Poulsbo Elementary. Each principal spoke about accomplishments and programs for their respective schools.

b. Interlocal Agreement: Amendment to Dept. of Emergency Management

Phyllis Mann, Emergency Management Director outlined the changes to the agreement between Bainbridge Island, Bremerton, Port Orchard and Poulsbo, reestablishing a program to manage emergencies or disasters, whether neutral, technological or human caused. Mann also addressed questions raised by Councilmember Nystul and Lord.

Motion: Move to approve amendments and authorize the Mayor to sign the Interlocal Agreement with the Department of Emergency Management as presented.

Action: Approve, Moved by Lord, Seconded by Henry.

Motion passed unanimously. Absent: McGinty

c.Agreement: Rec1 Software for Parks and Recreation

Parks and Recreation Director McCluskey explained different software programs were researched the department is ready to switch to an online registration program, effective January 1, 2013. McCluskey outlined the highlights and benefits to the online registration program.

Motion: Move to approve the agreement with Rec 1 as presented and authorize the Mayor to sign the agreement. , **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Musgrove.

Motion passed unanimously. Absent: McGinty

d. Board and Commission Appointments/Reappointments

Motion: Move to concur with the Mayor's recommendations for appointments and reappointments as follows:

Civil Service: Ardis Morrow - term expiration 12/31/2018

Planning Commission: Jim Thayer - term expiration 12/31/2018

Community Police Advisory Board: Jennifer Wiegand - term expiration 12/31/2016

Tree Board: Janet Brown - term expiration 12/31/2015

Bess Bronstein - term expiration 12/31/2015

John McColl - term expiration 12/31/2015

Parks and Recreation Commission: Diane Fitzpatrick - term expiration 12/31/18.

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

Motion passed unanimously. Absent: McGinty

e. Resolution No. 2012-16, City Hall Closure

City Clerk Boltz explained this year Christmas Eve and New Years Eve fall on Mondays. Staff expects there will be minimal public use of city services on these days it is recommended that city offices be closed to the public all day on Monday, December 24, 2012 and beginning at 12:00 PM Monday, December 31. 2012.

Motion: Move to adopt Resolution No. 2012-16, a Resolution of the City Council of the City of Poulsbo, Washington, declaring Monday, December 24, 2012 a City Hall closure and Monday, December 31, 2012 beginning at 12:00PM as a City Hall Closure.,

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

Motion passed unanimously. Absent: McGinty

f. Workshop: 2013 Legislative Goals and Accomplishments

Mayor Erickson suggested the Council discuss the KRCC Legislative Priorities prior to beginning the workshop. Berry-Maraist reported on concern with the sunset on the provision to allow the use Hotel/Motel Tax for operations expenses; and the AWC recommendation to keep the provision permanent. Stern requested Council feedback, so he can relay that to the AWC Board at the next meeting. Council concurred to recommend phasing the provision out over time.

City Clerk Boltz summarized the goals and the recommendations by the EDC and F/A committee.

Councilmember Stern outlined the committee recommendations for each current goal.

Council discussion included:

Implement best use and mazminize value for old City Hall property:

· Add "in conjunction with King Olaf parking lot"

Public Works Properties:

 Create separate goal for restoration of Dogfish Creek and Salmon Restoration Program

Mayor Erickson requested the Council to review and provide revisions to the Clerks office.

6. COUNCIL COMMITTEE REPORTS

- **a.**Public Works Committee: Berry-Maraist reported on a presentation from RePower Kitsap, downtown parking requirement and roadway reclassification.
- **b.** Finance/Administration committee: Stern reported REET, sales tax, and selecting a date for the Council workshop in January; Council concurred with the committee recommendation for Sound Works to continue the \$2500 funding to be used specially for relocation.

7.DEPARTMENT HEAD COMMENTS

a.City Clerk Boltz requested Council consensus to cancel the January 2, 2013 Council Meeting, due to lack of agenda items and the holidays; Council concurred.

8.CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a.Berry-Maraist commented on her attendance at the Kitsap Regional Coordinating Council (KRCC) meeting and discussion on the KRCC budget and work plan.

10.ADJOURNMENT

Motion: Move to adjourn at 9:57 PM. **Action:** Approve, **Moved by** Lord, **Seconded by** Stern.

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC