

POULSBO CITY COUNCIL MEETING OF JANUARY 8, 2014

M I N U T E S

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

Staff: Kingery, McCluskey, Purves, Stenstrom

MAJOR BUSINESS ITEMS

- * * * Swearing In - Mayor Erickson and City Clerk Purves
- * * * State of the City
- * * * Special Event – PetsWalk
- * * * Planning – Office Clerk I
- * * * Council Committee Assignments

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.

Mayor Erickson asked Pastor Kent Shane to lead the invocation.

2. COMMENTS FROM CITIZENS

None

3. MAYOR’S REPORT AND COUNCIL COMMENTS

a. Swearing-in ceremony

Judge Tolman administered the Oath of Office to Mayor Erickson.

Mayor Erickson administered the Oath of Office to City Clerk Kylie Purves.

- b.** Mayor Erickson presented the 2014 State of the City which outlined the various collections of neighborhoods in the city and proposed/upcoming developments and projects. Erickson also provided an update on the drug task force plan she established; to date three community meetings have taken place, with a fourth meeting planned in February.

4. CONSENT AGENDA

None

5. BUSINESS AGENDA

a. Special Event Application – PetsWalk

Parks and Recreation Director McCluskey reported the Kitsap Humane Society would like to hold their 21st Annual PetsWalk event Saturday, July 12th. Road closures will include 6th Avenue; Fjord Drive to Hostmark Street; and Front Street. The streets will be closed from 8:00 AM -11:00 AM.

Motion: Move to approve the Kitsap Humane Society's PetsWALK on Saturday, July 12, 2014 as outlined in their Special Event Application dated November 6, 2013.

Action: Approve, **Moved by** Musgrove, **Seconded by** McGinty.
Motion passed unanimously.

b. Planning – Office Clerk I

Human Resources Manager Kingery requested the reclassification of the Planning Administrative Assistant position to an Office Clerk II position. The reclassification increases the FTE from .55 to .7.

Motion: Move to change the part-time Administrative Assistant position to a part-time Office Clerk II position.

Action: Approve, **Moved by** Berry-Maraist, **Seconded by** Henry.
Motion passed unanimously.

c. Council Committee Assignment

The Council reviewed the Council committee assignments and concurred on the following:

- Finance/Administration: Stern, Musgrove, Lord
- Public Works: Nystul, McGinty, Berry-Maraist
- Community Services: Lord, Berry-Maraist, Henry
- Public Safety/Legal: McGinty, Lord, Stern
- Economic Development: Berry-Maraist, Stern, Musgrove

Committee liaisons will be done at the Committee level. Councilmember McGinty was selected as the Deputy Mayor and Councilmember Lord was selected as the Alternate Deputy Mayor.

Mayor Erickson advocated the entire Council be apprised of capital projects and capital infrastructure, rather than the Capital Improvements Plan (CIP) Committee. After discussion on the purpose and intent of CIP committee, the Council concurred to have Mayor Erickson bring forward items that would normally need to go to the CIP committee; the Council would then decide whether to continue with the committee format or hold a Council workshop.

6. COUNCIL COMMITTEE REPORTS

- a. Public Works Committee: Councilmember Berry–Maraist reported on review of future agenda items vs. Engineering work plan, review of the 2014 Engineering work plan, and the proposed Assistant City Engineer position.
- b. Economic Development Committee: Councilmember Musgrove reported the next meeting will be held on January 22nd at 3:30 PM, which will include discussion on the Public Downtown Vision Workshop, Farmers Market update and the information kiosk downtown.
- c. Community Services Committee: Councilmember Henry reported on the trails easements revision at Fish Park and update on the Parks and Recreation 15-passenger van.

7. DEPARTMENT HEAD COMMENTS

None

8. CONTINUED COMMENTS FROM CITIZENS

None

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Berry-Maraist welcomed City Clerk Purves and questioned where the implementation of the Trails Plan discussion will take place, Community Services or Public Works.
- b. Councilmember Musgrove suggested a type of calendar be created of upcoming projects by department.
- c. Councilmember Lord welcomed City Clerk Purves and reflected on her 14 years on the Council. Lord thanked Pastor Shane, First Lutheran Church, and the Bremerton Youth Symphony, who would like to come back for another concert in the spring.
- d. Councilmember Stern thanked Mayor Erickson for her comprehensive State of the City presentation.
- e. Councilmember Nystul also welcomed City Clerk Purves.

10. ADJOURNMENT

Move to adjourn at 9:10 PM.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, Deputy City Clerk, CMC