

POULSBO CITY COUNCIL MEETING OF MAY 7, 2014

MINUTES

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

Excused: Berry-Maraist

Staff: Finance Director Booher, City Engineer Kasiniak, Parks & Recreation Director McCluskey, IT Manager Stenstrom, Deputy City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * Payable Disbursements for March 2014
- * * * Minutes of April 2, 2014 City Council Meeting
- * * * Minutes of April 9, 2014 City Council Meeting
- * * * 2014 Carryover
- * * * Agreement for Distribution of Museum Property Funds
- * * * Lincoln Well #2 – Manganese Water Treatment Pilot Study
- * * * Bid Award – Overlay Projects

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. AGENDA APPROVAL

Mayor Erickson announced the Kitsap Economic Development Alliance, KEDA, Quarterly report will be added to Mayor's Reports; and pointed out an Executive Session will be held at the end of the agenda.

Motion: Move to approve the agenda.

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

Motion passed unanimously.

3. COMMENTS FROM CITIZENS

None.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

- a. Councilmember Nystul commended the Finance Department for the new utility bills design.

- b.** Councilmember Stern reported on his attendance at the YWCA of Kitsap County Women of Achievement event.
- c.** Councilmember Henry commented on the opening of Fishline at the new location.
- d.** Councilmember Musgrove spoke to the Cinco de Mayo decorations on the Viking statue, stating it was very festive.
- e.** Mayor Erickson spoke to the Kitsap Great Give that was held yesterday, and raised over \$539,000 was raised in donations for various Kitsap charitable organizations; and commended Cole Medina, Kitsap Community Foundation, who spear headed the event.
- f.** Kitsap Economic Development Alliance Quarterly Report: John Powers, Kitsap Economic Development Alliance Executive Director, reported on the activities of the 2014 1st quarter, economic forecast, and their 2014 Strategic Plan.

5. CONSENT AGENDA

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

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

Motion passed unanimously.

The items listed are:

- a.** Payable Disbursements for March 1st through March 31st, 2014, in the amount of \$3,034,130.54 to include Accounts Payable Check Numbers 10024435 through 10024644, Payroll Check Numbers 30022444 through 30022694 and Electronic Disbursement Numbers 24-0014 through 24-0022.
- b.** Minutes of April 2, 2014 City Council Meeting
- c.** Minutes of April 9, 2014 City Council Meeting

6. BUSINESS AGENDA

a. 2014 Carryover

Finance Director Booher presented the 2014 Budget Carryover, which included a projected beginning balance of \$500,000, and actual beginning balance of \$533,898, General Fund revenues and expenditures. Booher outlined the remaining carryover requests/adjustments, and the General Fund proposed and actual transfer from Revenue Stabilization Reserves.

Motion: Move to approve Budget Amendment Number 14-0202 for 2014 carryover adjustments.

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

Motion passed unanimously.

b. Agreement for Distribution of Museum Property Funds

Finance Director Booher reported on the proposed agreement resolution with the Poulsbo Historical Society for the distribution for a portion of the funds from the sale of the Museum Property.

Motion: Move to approve Resolution No. 2014-07, an agreement with the Poulsbo Historical Society for the distribution for a portion of the funds from the sale of the Museum Property.

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

Motion passed unanimously.

c. Lincoln Well #2 – Manganese Water Treatment Pilot Study

City Engineer Kasiniak presented the scope of works and budget for the Lincoln Wells #1 and #2 Manganese Water Treatment Pilot Study, with Water Engineering Solutions.

Motion: Move to approve the Lincoln Well Water Treatment Pilot study with Water Engineering Solutions as presented by the City Engineer, in the amount of \$79,864.20 and authorize the Mayor to sign the contract on behalf of the City. **Action:** Approve, **Moved by** McGinty, **Seconded by** Nystul.

Motion passed unanimously.

d. Bid Award – Overlay Projects

City Engineer Kasiniak presented the bid tabulation for the Road Preservation Project (Bond Road, Hostmark Street, 7th Avenue and 8th Avenue projects), with the low responsive bid of \$585,313.70 from Lakeside Industries.

Motion: Move to approve the construction contract for the Road Preservation Project – Bond Road, Hostmark Street, 7th & 8th Avenue, to Lakeside Industries in the amount of \$585,313.70 and authorize the Mayor to sign change orders up to 10% of the contract price, contingent upon WSDOT Local Programs approval.

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

7. COUNCIL COMMITTEE REPORTS

- a. Finance/Administration Committee: Councilmember Musgrove reported on sales tax, real estate excise tax and 1st quarter variance reports; and a request by IT Manager Stenstrom for a backup solution, which the committee recommends approval.
- b. Economic Development Committee: Councilmember Stern reported on discussion regarding which committee the Planning Department should be report, Councilmember Berry-Maraist will bring the topic to Public Works for continued discussion.

8. DEPARTMENT HEAD COMMENTS

None.

9. CONTINUED COMMENTS FROM CITIZENS

None.

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

None.

11. EXECUTIVE SESSION –REAL ESTATE SALE PURSUANT TO RCW 42.30.110 (C) AND POTENTIAL LITIGATION PURSUANT TO RCW 42.30.110(I)

At 8:11 PM Mayor Erickson recessed the meeting into a 1-hour executive session, pursuant to RCW 42.30.110 (c), Real Estate Sale and RCW 42.30.110 (i), Potential Litigation.

At 9:09 pm Mayor Erickson extended the executive session for an additional 30 minutes.

At 9:38 PM Mayor Erickson extended the executive session for an additional 10 minutes.

12.ADJOURNMENT

Move to adjourn at 9:45 PM.

ATTEST:

Rebecca Erickson, Mayor

Nicole Stephens, Deputy City Clerk, CMC