



POULSBO CITY COUNCIL MEETING OF MAY 21, 2014 MINUTES

PRESENT: Mayor Erickson; Councilmembers Berry-Maraist, Henry, McGinty, Musgrove, Stern

Absent: Lord, Nystul.

Staff: Finance Director Booher, City Engineer Kasiniak, City Clerk Purves, IT Manager Stenstrom, Deputy City Clerk Stephens, Deputy Chief Wright

MAJOR BUSINESS ITEMS

- * * * Minutes of May 7, 2014 City Council Meeting
- * * * **a.** Payable Disbursements for April 2014
- * * * **b.** Budget Amendment/BA#14-0203
- * * * **c.** Budget Amendment/BA#14-0204
- * * * Cable Franchise Agreement Extension
- * * * Bid Award – Bond Road Water Main
- * * * Bid Award – Lincoln Road Improvements

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. AGENDA APPROVAL

Mayor Erickson announced the addition of an Executive Session for the purpose of discussing Real Estate sale.

Motion: Move to approve the agenda.

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

Motion passed unanimously.

3. COMMENTS FROM CITIZENS

Mayor Erickson called for comments from citizens. No comments received.

4. ► **MAYORS REPORT AND COUNCIL COMMENTS**

- a. Councilmember Stern reported on his attendance at the tour of Trulife, with Councilmember Musgrove, which is located in the Twelve Trees business park in (the County of) Poulsbo.
- b. Mayor Erickson announced there will be a Law Enforcement Torch Run for Special Olympics on May 29, 2014 which will go through Poulsbo on Front Street; and the Memorial Day event will be held at Waterfront Park and invited the public to attend.
- c. Councilmember Musgrove spoke to the success of Viking Fest and commended all those individual that organized the event, including the Poulsbo Police Department.
- d. Councilmember Henry reported on his attendance at the Police Memorial for the Fallen Policemen and women, and was well attended.

5. ► **CONSENT AGENDA**

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

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

Motion passed unanimously.

The items listed are:

- a. Minutes of May 7, 2014 City Council Meeting
- b. Payable Disbursements for the period of April 1 through April 30, 2014, in the amount of \$1,282,207.71 to include Accounts Payable Check Numbers 10024645 through 10024934, Payroll Check Numbers 30022695 through 30022914 and Electronic Disbursement Numbers 24-0023 through 24-0031.
- c. Budget Amendment/BA#14-0203
- d. Budget Amendment/BA#14-0204

6. **BUSINESS AGENDA**

a. ► **Ordinance No. 2014-09, Cable Franchise Agreement Extension**

City Clerk Purves reported the ordinance grants an extension to the Cable Television Franchise Agreement with Comcast, to allow time to review the agreement. The ordinance was discussed by Council and open for public comment at the May 14, 2014 Council meeting.

Motion: Move to approve Ordinance 2014-09, an ordinance of the City of Poulsbo, Washington, granting an extension to the Cable Television Franchise Agreement to Comcast and fixing an effective date.

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

b. ► Bid Award – Bond Road Water Main

City Engineer Kasiniak outlined the Bond Road Water Main project scope and budget. Bids were opened on Monday, May 19, 2014, with the lowest responsive bidder being Lydel Construction.

Motion: Move to approve the construction contract for the Bond Road Water Main project to Lydel Construction in the amount of \$114,299.14 and authorize the Mayor to sign change orders up to 10% of the contract price.

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

c. ► Bid Award – Lincoln Road Improvements

City Engineer Kasiniak outlined the Lincoln Road Improvements project scope and budget. Bids were opened on Monday, May 19, 2014, with the lowest responsive bidder being Pacific Coast General.

Motion: Move to approve the construction contract for the Lincoln Road Improvements project to Pacific Coast General in the amount of \$2,541,807.05 and authorize the Mayor to sign change orders up to 10% of the contract price, contingent upon approval from WSDOT Local Programs and the Transportation Improvement Board engineer.

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

7. ► COUNCIL COMMITTEE REPORTS

- a. Public Safety Legal Committee:** Councilmember McGinty reported on Court Administrator Baker was award the District Municipal Corrections Association Special Award for keeping people updated on legislation and upcoming ordinance to prohibit compression brakes.

b. Finance/Administrator Committee: Councilmember Musgrove reported on a complaint and reporting app City Clerk Purves is working on, long term finance options for street maintenance, Engineering CIP process and update on the Exempt Salary Review policy.

8. ► DEPARTMENT HEAD COMMENTS

None.

9. ► CONTINUED COMMENTS FROM CITIZENS

Mayor Erickson called for comments from citizens. No comments received.

10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

None.

11. ► EXECUTIVE SESSION – REAL ESTATE SALE PURSUANT TO RCW 42.30.110(C)

At 7:40 PM Mayor Erickson recessed the meeting into a 20-minute executive session, for the purpose of discussing a Real Estate Sale, pursuant to RCW 42.30.110 (c).

At 8:04 PM Mayor Erickson extended the executive session for an additional 15 minutes.

12. ADJOURNMENT

Move to adjourn at 8:19 PM.

Rebecca Erickson, Mayor
ATTEST:

Nicole Stephens, Deputy City Clerk, CMC

