

POULSBO CITY COUNCIL MEETING OF DECEMBER 21, 2016

MINUTES

PRESENT: Mayor Erickson; Councilmembers Lord, McGinty, Musgrove, Nystul, Thomas.

Staff: Finance Director Booher, City Clerk Fernandez, Planning Director Boughton, City Engineer Lenius, IT Senior Technician Williamson.

ABSENT: Councilmember Henry

MAJOR BUSINESS ITEMS

- * * * Approval of November 30, 2016, Council Meeting Minutes
- * * * Payable Disbursements for November 2016
- * * * Ordinance No. 2016-__, Adopting the 2017-2018 Biennial Budget
- * * * Ordinance No. 2016-__, Utility Tax Ordinance
- * * * Resolution No. 2016-__, Salaries & Wages
- * * * Ordinance No. 2016-__, Comprehensive Plan
- * * * Pugh/Lincoln Well 2 Treatment Plant G&O Contract

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. AGENDA APPROVAL

Mayor Erickson said she needed to add a ten-minute executive session regarding pending litigation to the end of the agenda, and she would like to remove Council Committee Reports and Department Head Comments.

Motion: Move the approve the agenda as amended.

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

Motion carried.

3. COMMENTS FROM CITIZENS

Rita Hagwell spoke regarding the comprehensive plan and how every part of her property has something on it (M road, trail, survey didn't match the picture). She hopes the City Council does not approve the part tonight that deals with her property. She thanked the Bremerton music people for coming tonight.

4. **MAYOR'S REPORT AND COUNCIL COMMENTS**

Councilmember Thomas announced the dedication ceremony for the new cemetery entrance is scheduled for Tuesday January 24 at 3:30 PM.

Councilmember Lord encouraged everyone to stick around after the meeting for a performance from the Bremerton Youth Symphony.

Mayor Erickson announced she is out of the office for the next two weeks, so she will have no office hours for the next two Saturdays.

Councilmember Musgrove hoped everyone enjoys the holiday season.

Councilmember Stern thanked the Mayor for all she does, the vacation is richly deserved. He thanked Councilmember Lord for the extraordinary efforts for decorating the chambers and having the orchestra perform. He noted the gate at the cemetery is some of the finest iron work in this community. And he encouraged the public to visit the Christmas light display at 26730 Big Valley Road.

5. **CONSENT AGENDA**

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

The items listed are:

- a. Approval of November 30, 2016, Council Minutes
- b. Payable Disbursements for November 2016

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

6. **BUSINESS AGENDA**

a. **Ordinance No. 2016-21, Adopting the 2017-2018 Biennial Budget**

Finance Director Booher presented the adopting ordinance for the 2017-2018 biennial budget.

Councilmember Nystul said the Finance Committee had a lengthy discussion about the monthly quarterly reporting regarding concerns from the Council for trigger

points on a two-year budget. They will come back in January with some options to review.

Motion: Move to approve Ordinance 2016-21, an ordinance of the City of Poulsbo, Washington, adopting the final budget of the City, for the fiscal years 2017/2018, commencing January 1, 2017, and approving an ordinance summary for publication.

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

Motion carried.

b. Ordinance No. 2016-22, Utility Tax

Finance Director Booher presented the agenda summary, noting the ordinance decreases the utility tax from nine percent to six percent for water and sewer utilities. This is consistent with the 2017-2018 Budget Adoption.

Councilmember Musgrove commented this was promised by the Council that when they had to escalate it, they would reduce the taxes when things got better and we didn't need it any longer. He is proud they reduced the tax when it was no longer needed. He thanked the Mayor for focusing on this to make sure it was carried through.

In response to Mayor Erickson, Councilmember Nystul said the City of Bremerton is around 20% for taxes and another piece they charge. Mayor Erickson said this is a big deal for Poulsbo and its citizens.

Motion: Move to approve Ordinance 2016-22, an ordinance of the City of Poulsbo to decrease the tax rate on the furnishing of water and sewer from nine percent to six percent.

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

Motion carried.

In response to Councilmember Stern, Mayor Erickson said the City is also not taking its allowable one percent levy increase for property taxes for 2017. They are banking the capacity. They acknowledge the increase, but are not collecting it. She said the City had to thank the hardworking business owners and merchants of the City who have done so well, that those funding means are not necessary to run city government.

c. Resolution No. 2016-25, Salaries & Wages

Mayor Erickson said this is the wage component that is incorporated into the 2017 budget.

Motion: Move to approve Resolution No. 2016-25, adopting the 2017 Salaries and Wage schedules. The Salary and Wages schedule was last amended by Resolution 2016-17.

Action: Approve, **Moved by** McGinty, **Seconded by** Nystul
Motion carried.

d. Ordinance No. 2016-23, Comprehensive Plan

Planning Director Boughton presented the agenda summary, noting the Draft September 2016 Comprehensive Plan Update was publicly released on Sept. 28, 2016. The Planning Commission reviewed the draft plan and identified several minor modifications to the draft. The City Council Economic Development Committee (EDC) reviewed the September 2016 Draft Plan, and identified several minor modifications as well. On October 31, 2016, a Draft November 2016 Comprehensive Plan was issued that incorporated the proposed modifications by both the PC (red) and EDC (blue). The Planning Commission held a public hearing on the November 2016 Draft Plan on Nov. 8, 2016. On November 16 and 30, 2016, the City Council held workshops on the Draft November 2016 Comprehensive Plan. The City Council held a public hearing on Dec. 14, 2016 and after the hearing, voted to adopt the 2016 November Draft Comprehensive Plan with modifications, and to approve the site-specific re-designation rezone application CPA 2016-01. The attached ordinance adopts these actions.

Councilmember Lord thanked Planning Director Boughton for all the hard work to put this together. It was unbelievably complicated as well as all the other plans we had to adopt as well. She read all the modifications and she is satisfied with all the changes.

Councilmember Stern recognized Councilmembers Musgrove and Lord for taking the time in the Economic Development Committee to look at all the details of the elements with a fine tooth comb.

Motion: Move to approve Ordinance 2016-23, an ordinance of the City of Poulsbo, Washington, amending sections of the City of Poulsbo Comprehensive Plan; changing the land use designation and zoning classification of certain properties; and providing for severability and establishing an effective date.

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

Motion carried.

Councilmember Stern requested a hard copy for all councilmembers.

Mayor Erickson said the Council passed 23 ordinances and 26 resolutions in 2016. That is an enormous body of work.

e. Pugh/Lincoln Well 2 Treatment Plan G&O Contract

City Engineer Lenius presented the background on the project and the scope and budget for the contract with Gray and Osborne to re-package the Pugh/Lincoln Well 2 project. The previous engineering firm has closed their business due to the passing of the owner. There is current budget capacity in the project to cover the engineering services. The Public Works Committee reviewed the contract on December 14, 2016, and recommends moving forward with the project.

Councilmember Lord said the Public Works Committee reviewed this, and they understand the complexities of this project.

Motion: Move to approve on call task order number 2 with Gray and Osborne for the preparation of the plans, specifications, and estimate for the Lincoln Well #2 Water Treatment Plant in the amount of \$69,435 and authorize the mayor to sign the task order.

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

Motion carried.

7. COUNCIL COMMITTEE REPORTS – *removed from the agenda.*

8. DEPARTMENT HEAD COMMENTS – *removed from the agenda.*

9. CONTINUED COMMENTS FROM CITIZENS

Rita Hagwell feels the Council ignored her comments about having her land on the map as a trail. She is concerned about 90-year-old trees that were cut down with stimulus money. She questioned what happened to the money from the trees.

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Councilmember Nystul thanked the West Poulsbo Merchants and Viking Fest for the great job decorating the area around the Viking.

Councilmember McGinty thanked staff and Council for a great year.

Councilmember Lord wished everyone well and merry Christmas. She hopes we have an equally wonderful year in 2017.

Mayor Erickson wished everyone merry Christmas.

Councilmember Musgrove asked everyone to keep their eyes open for everyone on the streets during the holidays.

Councilmember Stern said there are so many new and exciting faces at the Public Safety Legal Committee (Community Service Officer, Police Chief, Prosecutor). He is pleased with everyone on board.

11. Executive Session

At 7:32 PM, Mayor Erickson adjourned the meeting into executive session to discuss pending litigation pursuant to RCW 42.30.110(1)(i) for ten minutes.

12. ADJOURNMENT

Meeting adjourned at 8:32 PM.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk