

## POULSBO CITY COUNCIL MEETING OF APRIL 18, 2018

### MINUTES

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

Staff: City Clerk Fernandez, Planning Director Boughton, Public Works Superintendent Lund, Parks & Recreation Director McCluskey, Associate Planner Berghoff, Project Manager Struck, IT Senior Technician Williamson.

### MAJOR BUSINESS ITEMS

- \* \* \* Budget Amendment/BA# 18-0202/Storage Containers
- \* \* \* Payable Disbursements for March 2018
- \* \* \* Approval of March 14, 2018, Council Minutes
- \* \* \* Approval of March 21, 2018, Council Minutes
- \* \* \* Street Banners Policy
- \* \* \* Request to Use City Property for Wetland Mitigation
- \* \* \* 2021/2022 STP Proposed Projects
- \* \* \* WSDOT Ped/Bike Grant Proposed Projects
- \* \* \* Public Hearing on Adoption of Ordinance No. 2018-\_\_, Solid Waste Rate Increase
- \* \* \* Bainbridge Island Recycling Contract
- \* \* \* Ordinance 2018-\_\_, Council Committees

#### 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

**Motion:** Move to approve the agenda as presented.

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

#### 3. COMMENTS FROM CITIZENS

Mayor Erickson asked for citizen comments; no comments were received.

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

Councilmember Lord noted the flags are at half-staff in honor of former First Lady Barbara Bush.

Councilmember Musgrove encouraged everyone to enjoy the sunshine at one of our great parks.

Councilmember Garland announced May 3 is National Day of Prayer at Pearson Fellowship Hall at 6:30pm and May 2 is the HDPG Girls Night Out from 3pm-8pm in downtown Poulsbo.

Mayor Erickson said Saturday is the Lion's free fishing derby at a pond next to Poulsbo Elementary and Arbor Day is April 28 with tree plantings at 11:00am at the American Legion Park.

### **Police Department Service Award**

Chief Schoonmaker presented a Police Department Service Award to James Guzwell for his service as a Poulsbo Police Department Reserve Officer.

Councilmember Stern said it was an honor personally to meet Mr. Guzwell. He learned about his personal achievements and his notoriety is worldwide.

Mayor Erickson said the City of Poulsbo misses him, and he is always welcome to move back. The service he performed for the City was remarkable. All the volunteer officers are really important to our community. It is a huge job done with very little recognition. She is deeply grateful for his service.

Councilmember Musgrove said he was speaking with the Police Chief last night regarding volunteers. There are many different ways that reservists can be used for the skills they already have.

Councilmember Thomas said he was a man of many talents. Fortunately, the City of Poulsbo was the beneficiary of some of those talents.

Mayor Erickson reported she received a request from the Port of Poulsbo requesting the City contribute \$3,500 toward a dance at the pavilion. The Port will match the donation. Councilmember Musgrove noted in previous years sponsors would pay for this event and thought the City's contribution was in donation of services. He asked if the City would be supporting the event in other ways, and Mayor Erickson said we would. Councilmember Lord said the street dance started in 2008 during the 100-year celebration. It was well received, and everyone wanted to keep it going with ad-hoc sponsoring. She asked who was supporting the event. Mayor Erickson said Denise at the Port of Poulsbo approached her with this request and Joey Graham from the Chamber is involved as well. This request would come from the general reserves. Councilmember McGinty was not sure how to move forward with the last-minute request. Councilmember Musgrove said the lack of information leads him to be hesitant. Councilmember Lord would like the City's support to be providing services. The Council

requested the Port of Poulsbo submit a special event application along with the request for funding, and have the application be as explicit as possible how the funding would be used.

## **5. CONSENT AGENDA**

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

The items listed are:

- a.** Budget Amendment/BA# 18-0202 / Storage Containers
- b.** Payable Disbursements for March 2018
- c.** Approval of March 14, 2018 Council Minutes
- d.** Approval of March 21, 2018 Council Minutes

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

## **6. BUSINESS AGENDA**

### **a. Street Banners Policy**

Parks & Recreation Director McCluskey presented the agenda summary, noting there are ongoing requests to hang street banners over Front Street, and the people who have previously done this work have retired. The purpose of this policy is to govern the use of banners within the rights-of-way in the City of Poulsbo, and have Public Works do the install/removal of the banners. There are two sites on Front Street that will be utilized: (1) Front St. just south of Haven Vei and (2) Front Street just north of Jensen. The Mayor has received permission from the affected building owners.

- 1) Applications will only be accepted from non-religious, non-political, civic organizations advertising community events.
- 2) A calendar shall be maintained by the Parks and Recreation Department to reserve banner installation dates. Organizations are limited to two events per year for a two-week period unless scheduling permits an extension.
- 3) Banner applications may be obtained from the City of Poulsbo Parks and Recreation Department or from the city website at [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com).

Councilmember McGinty wanted to know if religious events would include for example, Saint Olaf's wanting to have a spaghetti feed. Parks & Recreation Director McCluskey said that example would be a community event even though it is being

done by a religious organization. These types of hosted events are already allowed on the signs at Hostmark and Viking.

Councilmember Lord asked if this policy would apply to banners anywhere. Is the policy city-wide? Parks & Recreation Director McCluskey said the policy is defining certain areas. Public Works labor time will dictate the number of sites they can do. After Front Street, the next place would be Viking Avenue, but the sizes would be different. Mayor Erickson said we have to get permission from where the ends of the lines are located. We cannot just attach things to private properties until we get permission. That has not been done yet on Viking Avenue.

Councilmember Lord asked what the process would be to incorporate other areas of town easily or should this have boiler plate language in it to allow the City to let people put banners up with certain parameters (for example, there is possibility of other locations subject to permissions being granted, etc.). Public Works Superintendent Lund said they have limited manpower to do this, and they want to keep the number of sites as limited as possible, so we can get the sites prepped and ready, and they know what the specifications need to be for the grommets on the signs and what the height clearances would be.

Councilmember Lord was wanting to accommodate for future opportunities, that would have to come to the City to get permission. Mayor Erickson would like to have a few specific locations, due to the number of variables that have to be figured out per site because this is a lot of work.

Councilmember Musgrove said the City doesn't want to invite other locations, he sees why staff wants to keep it limited. He also sees Councilmember Lord's point of keeping the language flexible. Councilmember Lord thought it would be helpful to have generalized language that could take the specifications and put flexibility in the language that subject to unique situations they might consider it.

Councilmember McGinty was concerned with how the eligibility language reads. It reads applications will only be accepted by non-religious, non-political, civic organizations advertising community events. He thinks religious organizations may interpret that to mean they cannot advertise their community event. Councilmember Musgrove suggested changing the language to "only be accepted from civic organizations advertising non-religious and non-political community events" would clear up that concern.

Councilmember Musgrove noted:

- The language in *Street Banners – Purpose*. It states within the rights of way, but it is for cross street banners. Unless we are denying any other location, for example, a chain link fence, the language needs to add "cross street" to the banners in that sentence.



- Most of the required information would be included in a special event application, and it may not need to be duplicated in this policy.
- Would the insurance fall under a community event insurance, so it would not be a secondary cost.
- It states that Public Works needs to get the banner two weeks ahead, but he feels three weeks would work better for Public Works
- Design & Content – Is that a code or a policy question, and if so, does the policy need to be supplemented to aid the Mayor in making decisions.
- The cost of \$300 is more than the cost to purchase a banner.
  - Public Works Superintendent Lund said the cost is to recoup the cost of labor to put the banners up (teamster labor wages).
  - Councilmember Musgrove wondered if the \$300 fee could fall under support of community events if this is excessive for the purpose.

In response to Councilmember Nystul, Mayor Erickson said we have written permission from the building owners. That is what takes so long for this process. We have to make sure if something goes wrong, we are held harmless and the building owners are held harmless.

Mayor Erickson suggested this policy be sent back to the Community Services Committee for further review. Councilmember Musgrove said he would send his remaining recommended changes to the committee for consideration.

#### **b. Request to Use City Property for Wetland Mitigation**

Associate Planner Berghoff presented the agenda summary, noting the Blue Heron subdivision is currently under review by City staff. The Blue Heron applicant proposes filling a small wetland on the Blue Heron site and requests to utilize City property as the mitigation site. Proposed mitigation for the fill includes removal of invasive and replanting native species. A wetland mitigation report reviews the proposal. Peer review of the proposal is complete. Council acceptance is being sought prior to completion of the Blue Heron proposal environmental review. Completion of wetland mitigation and trail installation is proposed to coincide with development of the subdivision.

Councilmember McGinty said a natural wetland is maintenance free. If we take these and put the improvements on it, is the City now required to maintain the enhanced function. What is the city's role and how would it be funded? Associate Planner Berghoff said the plants will be installed, and the reason we have bonding is so that they are well established within the five-year bonding period. If they are not, then the bonding is extended, and they continue to maintain that site. The idea is the trees and plants that are planted create the density of cover that limits blackberries.

Councilmember McGinty asked who maintains the trails and sprinklers at Mountain Aire. Associate Planner Berghoff said those are still covered under bonding. After five years, if they have met the requirement in the mitigation plan for the establishment of the plants, then they are no longer responsible for it and they come under stormwater. The trail will not be the City's to maintain, it will be under the HOA.

Councilmember McGinty referenced Kevos Pond and asked if there are any similarities. Public Works Superintendent Lund said not necessarily. The pond at Mountain Aire is the main stormwater feature. When the plants take over and do their thing, growth is dense enough to keep the weeds out. Mayor Ericson said these are natural stormwater features. They won't need a lot of maintenance.

Councilmember Nystul asked what is the smallest wetland that the City would have to mitigate. Associate Planner Berghoff said according to the critical areas ordinance, if it is wetland and if someone wants to fill it, it requires mitigation.

Councilmember Lord asked for more clarity on the bond release process. Associate Planner Berghoff said the five years is reviewing the mitigation itself. The mitigation will be done by Quadrant, that is why they have bonds out. If for some reason they don't hire that work done, then the City calls the bonds and hire someone to do this.

Councilmember Lord asked if we have a fail-safe check on them after five years to see if they have done it. Associate Planner Coleman said the wetland mitigation plan identifies when reports are due. Staff sees the reports and puts them in the file. The City has a way to expect the report, and if they don't provide the report, then the City is alerted to that. The extra two years is for monitoring and is a requirement in the mitigation plan. Councilmember Thomas said the fail-safe would be at the time of the release of the bond. At that point they are coming back and saying they would like their money. We then go and look at it before deciding to release the bond.

Councilmember Musgrove confirmed that this type of request has been done before, and this is not new policy. This type of mitigation is available to any developer as a potential mitigation option. Associate Planner Berghoff agreed with Councilmember Musgrove's statements.

**Motion:** Move to approve the agreement for use of City property to provide wetland mitigation, accept public trail access easement in consideration, and authorize the Mayor to sign the agreement.

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

Motion carried.

**c. 2021/2022 Surface Transportation Program Proposed Projects**

Project Manager Struck presented the 2021/2022 Surface Transportation Program Proposed Projects. Presentation highlights included:

- Two STP grant applications via KRCC/PSRC
  - SR305 Pedestrian Tunnel
    - Part of Noll Road project but not funded by Connect Washington
    - Connects Johnson Road and Liberty Bay Trail
    - Tunnel considered safest long term non-motorized option
    - Requesting \$1.5M, total cost \$1.8M
    - 13% City Match (\$234,000)
    - Due May 4
    - Decision June 2018
    - Potential contribution from other WSDOT bike-pedestrian grant
  - Fjord Drive Pavement Preservation
    - Harrison Street to City Limits
    - \$500k project cost
    - \$425k grant request
    - Construct 2021 if funded

Mayor Erickson said this is a necessary portion of the PSRC's Federal Highway Administration grant process that we need to have a resolution from the Council that this is in fact the direction we want to go.

**Motion:** Move to adopt Resolution No. 2018-05, a resolution of the City Council of the City of Poulsbo, Washington, authorizing application for federal funding assistance for the Fjord Drive Pavement Preservation Project.

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

**Motion:** Move to adopt Resolution No. 2018-06, a resolution of the City Council of the City of Poulsbo, Washington, authorizing application for federal funding assistance for the SR305 & Johnson Parkway Pedestrian Tunnel Project.

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

**d. WSDOT Pedestrian/Bike Grant Proposed Projects**

Project Manager Struck presented the WSDOT Ped/Bike Grant Proposed projects. Presentation highlights included:

- WSDOT Bike – Pedestrian Grant
  - Pedestrian Tunnel and 1,000-ft segment of path
  - \$750k grant request
  - Supplement STP tunnel grant
  - Due May 11

Councilmember Thomas said the City is looking for a grant, and this will save lives. This is not just a nice feature, this is a safety feature and critically important.

Mayor Erickson said this also helps wildlife.

Councilmember Musgrove said this went through Public Works Committee. The City already approved this project and is moving forward with it either way. This is a way to help defray the cost. This is not a new expense.

**Motion:** Move to approve the WSDOT Ped/Bike project and authorize staff to move forward with the grant application.

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

Motion carried.

**e. Public Hearing on Adoption of Ordinance No. 2018-08, Solid Waste Rate Increase**

Public Works Superintendent Lund gave a presentation on the Solid Waste Rate Increase. Presentation highlights included:

- Review
  - The Solid Waste Plan was approved in December of 2017. During that public hearing it was discussed that the City planned to go out to bid for the recycle contract in early 2018 and we expect changes to the recycle costs moving into the future.
  - In February 2018, Council approved the negotiation of a new contract with Bainbridge Disposal as our recycling contractor.
  - BI Disposal has been our vendor since 1992. In 26 years the rates have stayed flat other than CPI increases.

- Recycle rates are incorporated into the residential City Solid Waste rate structure. Therefore, as the recycling rates increase our Solid Waste rate must increase as well to compensate.
- The current rate of \$3.20 per residential customer and \$2.15 for multi-family is no longer sustainable.
- The costs per ton to dispose of recycling material has increased substantially from \$4.22 in Jan 2017 to a high of \$133.27 per ton in March of 2018.
- Bainbridge Disposal is proposing a new rate of \$7.13 per residential can and \$4.26 per multi-family unit along with annual CPI adjustments for the duration of the contract (with the clause of renegotiating once a year depending on the market viability).
- Increased costs to the City with the proposed new residential rate
  - 3722 Residential Customers - \$14,627 per month
  - 1030 Multi Family Customers - \$2,173 per month
  - TOTAL INCREASE COSTS \$16,800 PER MONTH = \$201,603 PER YEAR
- Impact to citizens
  - With the increase in recycling disposal fees it will be necessary to raise the rates to City customers to accommodate this pass thru cost.
  - The proposed rate would be a \$3.93 increase per residential can and a \$2.04 increase per multi-family cans.

	Current	New	New w/Low Income/ Senior Discount
10 Gallon Can (157 Accts)	\$10.00	\$13.93	\$9.75
20 Gallon Can (327 Accts)	\$17.75	\$21.68	\$15.18
32 Gallon Can (2,446 Accts)	\$21.00	\$24.93	\$17.45
64 Gallon Can (792 Accts)	\$38.50	\$42.43	\$29.70
Multifamily (1030 Accts)	\$2.22	\$4.26	

- Breakdown of Rates

	New Rate	Recycle (EOW)	Solid Waste (Every week)
10 Gallon Can	\$13.27	\$7.13	\$6.14
20 Gallon Can	\$21.68	\$7.13	\$14.55
32 Gallon Can	\$24.93	\$7.13	\$17.80
64 Gallon Can	\$42.43	\$7.13	\$35.30

Councilmember Musgrove asked about the senior/low income rate increase. Public Works Superintendent Lund said it had the same increase of \$3.93.

Councilmember Thomas asked what the qualifying information was for senior or low income. Public Works Superintendent Lund said he could not remember off the top of his head, but they were similar to the water and sewer utility.

Councilmember Musgrove reported the Public Works Committee reviewed this change. It is a tough pill to swallow. At this point the increase needs to be carried forward to keep up with proper contracting with Bainbridge Island Recycling. They do expect the conversation to reoccur with recycling as we move forward. Public Works Superintendent Lund said he expects a lot of changes to occur with state law due to what is happening in the whole recycling industry.

At 8:13pm, Mayor Erickson opened the public hearing.

Becky Lorber said she is concerned with what has been happening with the cost for garbage. She showed chart that detailed what the percent of increase was since 2010. It was typically the cost of living increase. But then in 2018 we had an increase in February, and then another increase in March, and this increase in June, it is a 40% increase for the year. She encouraged the Council to look at a couple of things: 1) How do we prevent these kinds of increases mid-year, and 2) are there other avenues that we can do for this year to avoid another increase and work towards helping other people understand what the future cost will be. She asked with this kind of increase this year, what can the citizens expect for next year and the following years. How do we work with each other to come up with ways to mitigate these drastic increases all in one year?

At 8:16pm, Mayor Erickson closed the public hearing.

Councilmember Lord gave her heartfelt empathy as a citizen. They wrestled over this for a long time before commissioning a study to decide whether it was economically feasible or desirable to contract the garbage out in a different way. They explored in great depth over a couple of years trying to get the analysis done. They had many conversations in committee meetings, council meetings, and workshops, and it became clear that if we wanted to control our destiny, then we needed to continue to operate the system. There are not too many choices for garbage service, and if we contracted the services, we would have no control over the rates. It was a comprehensive evaluation and difficult to understand the complex details. Staff and

consultants helped the City Council work through all their questions, and where we ended up was for the benefit of the citizens of Poulsbo, the City needed to control their destiny and keep the whole operation in house to reasonably control rates. She stated the recycle issue is different, because the contractor of the recycling services informed the city at the time of the contract renewal that they need to increase their rates. We don't have control over that. There are very few options to send recycling in a different direction. That is a separate issue, but they are tied together. The Council hears the concerns being expressed, and it is not much different than the concerns they expressed to each other, but with a lot of analysis on what our options are. It is not to arbitrarily raise our rates. It was the question of if we want to control our destiny and our rates, or did we want to be at the mercy of a contractor and have no say.

Councilmember McGinty said they looked at the recycling contract. They looked at a couple of different purveyors, but the rates were similar. The current purveyor is competitive, and they have had a good working relationship with them. Staff negotiated the best they could. As far as solid waste and researching whether to outsource it or keep it in house, they learned the City was negligent in having a solid business plan and we were not replacing our garbage trucks. We were sleeping behind the wheel in the long term, but the City now has a business plan. That is why we have taken this big hit now.

Public Works Superintendent Lund agreed the rate increases for solid waste and recycling are big jumps. We didn't do ourselves any favors over the last 25 years by trying to keep our rates flat. Bainbridge Disposal has kept their rates for the last 26 years (except for CPI), and this probably has not been sustainable for them over the last ten years, but they wanted to remain a good partner with us. Now their rate will be the same competitive rate as Waste Management. He noted his bill with Waste Management is \$7.10 a month for recycling, and the customer service with Bainbridge Recycling is outstanding. He also noted we are not the only ones feeling the increases for recycling. It is a nation-wide issue with China and tariffs.

Public Works Superintendent Lund stated that starting in July, the rates at the Olympic View Transfer Station (OVTS) are going up \$5.00 a ton each year for the next five years. In our business plan we were figuring \$2.00, and this is not an increase we have control over.

Councilmember McGinty added solid waste is an enterprise fund, and that means the utility has to be self-sufficient. It cannot be funded by other funds. We don't have much flexibility, other than trying to control costs.

Councilmember Musgrove said if we could cut in other areas or shore it up from another fund, that would be great. But because it is required to be self-supporting, we cannot do anything but try to watch our costs. He is disappointed because recycling is taking a big hit now. Recycling use to be an opportunity to get rid of recyclable items a little cheaper, and now that is upside down. He also noted a conversation with an ecologist who said it is now questionable if recycling is even helpful to the planet anymore. At this point we are using two fleets of trucks with tons of carbon emissions picking up the same garbage, half of which is stored on site (very expensive) and then dumped into the same landfill that the first trucks went to, and the remainder is shipped 8,000 miles to China with more carbon emissions. We have to start asking the questions if we are doing anyone any favors with this. We also need to consider this with the increase in solid waste might have to absorb with a reduction in recycling because it is not beneficial anymore. These are things to consider moving forward.

Mayor Erickson said it is a sign of our times that these things cost more money. One of the things is the City of Poulsbo didn't keep up over the years. It took us two years to analyze the solid waste utility and look at the numbers. At the beginning she advocated outsourcing the utility. After crunching the numbers and looking at a true business plan, we realized we could do it cheaper by keeping it in-house. The result of it was we hadn't adjusted our fees in years and years and we had fallen way behind. Our equipment needed to be replaced and we didn't have the capital to pay for it. It is a huge hit.

Councilmember Musgrove responded to the rates going up and not being able to know what to expect. He said they might be able to start including automatic bumps other than CPI so we don't get stuck in the position of trucks falling apart. He is hoping they can find some mechanisms going forward to solve that problem.

Councilmember Lord said they have come up with a business plan that they didn't have in place prior. It does take into account future needs and anticipations so that they shouldn't have any huge surprises. Councilmember Musgrove agreed the solid waste business plan was done right, but that same model needs to be applied to all things in the city that might increase in the future.



Public Works Superintendent said they did the business plan for solid waste, but that was with the best information they had to make projections. No one expected recycling to go this crazy. We weren't planning on a five dollar increase at OVTS either. There is only so much you can foresee.

**Motion:** Move to approve Ordinance No. 2018-08, an ordinance of the City of Poulsbo Washington relating to public works fees and charges, amending various subsection of Section 3.12.090, in relation to the residential solid waste rates and multi-family recycling rates.

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

**f. Bainbridge Island Recycling Contract**

Public Works Superintendent Lund noted the Council has received the revised proposed contract, and the City Attorney has approved the contract to form. He is here to listen to any comments the Council may have about the contract, and if there are no requested changes, he is seeking approval of the contract.

Councilmember Musgrove reported the Public Works Committee reviewed the contract and the council has heard many of the proposed rate increases in the last business agenda item regarding the rate increase for recycling. They are looking to opt to stay in recycling. He did ask if recycling is mandatory. Effectively, it is optional from the state. It is highly recommended; however, we are in an agreement with the County requiring us to offer recycling on a per household basis. The state is only saying on a community basis. Unless the Council wants to entertain changing that agreement with the County, we need to move forward with this negotiated contract.

Public Works Superintendent Lund said he asked the City Attorney if curbside recycling is mandatory by RCW, and the answer was no it is not mandatory. However, we are part of the Kitsap County Solid Waste Hazardous Management Plan and our ordinance requires it to be mandatory. If we wanted to change that, we would have to go back to the County and change their plan and our ordinance as well. The RCW requires the cities have a comprehensive solid waste plan, and by being part of the county's plan, we meet that requirement. It is not a quick process if we decided to do it in the future.

In response to Councilmember Lord, Public Works Superintendent Lund said there is an opt out clause in the agreement if we decide to change direction in the future. He did note that if we ended recycling, all of the materials that are usually charged the recycling rate would then be charged the solid waste rate, which is 2-3 times higher.

In response to Councilmember Nystul, Public Works Superintendent Lund said the city's insurer (WCIA) reviewed the contract and they said the performance bond requirement was up to the City Attorney, who recommended we keep the bond in place. WCIA had some recommendations for the bond, and they are working with EHL to get the package together. At the moment there is no performance bond in place.

Councilmember McGinty wondered if in the future they could look at making recycling similar to yard waste and let Bainbridge Recycling directly bill the customer. Public Works Superintendent said that could be an option, but the cost would be a little higher because they would have the overhead of billing 4,000 more accounts.

**Motion:** Move to approve the Curbside Recycling contract with Bainbridge Disposal and authorized the Mayor to sign the agreement on behalf of the City.

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

Motion carried.

**g. Ordinance No. 2018-09, Council Committees**

City Clerk Fernandez presented the agenda summary, noting at the March 7, 2018, Council meeting, the Council recommended the selection of the deputy mayor and alternate deputy mayor follow the same process as the council committees and to be incorporated into PMC 2.04.030. RCW 35.23.191 was referenced at the meeting, and it was requested that the language outlining powers and responsibilities the office of deputy mayor be incorporated into the PMC. After review of RCW 35.23.191, it was determined that was code applicable to second-class cities, not to the City of Poulsbo, which is a code city. Therefore, those responsibilities were not incorporated into the proposed ordinance. The Finance Committee reviewed the proposed changes at the March 21, 2018, meeting, and recommended the changes.

Councilmember Musgrove would like the Finance-Administration Committee to review adding the responsibilities of a deputy mayor in a future update.

**Motion:** Move to approve Ordinance No. 2018-09, an ordinance of the City of Poulsbo, Washington, amending section 2.040.030 of the Poulsbo Municipal Code to add a deputy mayor and alternate deputy mayor appointment process; providing for severability and establishing an effective date.

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

Motion carried.

## **7. COUNCIL COMMITTEE REPORTS**

*Finance-Administration Committee:* Councilmember McGinty reported the committee discussed the council retreat format. They are recommending having part one of the retreat on May 9 to discuss the risks and opportunities presented by the department heads and mayor, and then on June 2 have the long-range vision portion of the retreat. The committee also reviewed the draft presentation created by Councilmember Thomas for the April 25 workshop. The workshop will have to be in the court chambers, due to a scheduling conflict for an event that had already been bumped once.

*Public Safety/Legal Committee:* Councilmember Garland reported they received a police department reorganization request due to an unexpected vacancy in the department. Option 1 is to create an administrative services manager, option 2 was to add an additional police clerk position, option 3 would be to keep status quo, and option 4 is to use temporary work until a more permanent solution is enacted. The Police Chief has heard everyone's feedback and concerns and will bring forward a discussion to the full council at a future meeting.

## **8. DEPARTMENT HEAD COMMENTS**

Public Works Superintendent said their department is gearing up with their casual labor workforce to get the streets cleaned up for future festivities. They had a water leak yesterday at the Brown Bear Car Wash, it was an old pipe that was repaired. There is water leak today up at Mesford; they will repair that tomorrow morning.

## **9. BOARD/COMMISSION REPORTS**

Councilmember Thomas said he attended the April 12 North Kitsap School District board meeting, where they recognized the swim and dive team. He learned the dive team must travel to Port Angeles to practice because we don't have a compliant board with the correct depth clearance in the community pool. The board members discussed with the possible future YMCA there would be diving accommodations for the students. The Board is going to meet with Suquamish Tribe on April 27. There is a NKSD Equity Council. Their goal is to seek a community without barriers that create opportunities for

us all. The Council is asking the board to remove any barriers to equity in any policy or budget initiatives.

Mayor Erickson reported at Kitsap Transit they voted to reduce the bonding amounts for projects. Legislation was recently passed that said transit agencies could reduce the bonding amount requirement and drop it as low as 25 percent. Kitsap Transit moved to go forward at that capacity with the purchase of a couple of ferries. She finds that concerning. She wrote the County Commissioners to look at this carefully, and the risk manager agrees with her, but the board decided to move forward with the lower bonds. She finds the risk is too high for the minimal cost savings.

Councilmember Musgrove asked if the risk is real and if a problem arises, who will pay for the problem that occurs. Mayor Erickson said everyone pays the cost, because they are funded through sales tax dollars.

Mayor Erickson went on a tour yesterday for Housing Kitsap of all of the affordable housing complexes in South Kitsap. They will do another one next month of the north end. It was educational. Her biggest take away is that affordable housing is modest, well-constructed, and relatively nice.

Mayor Erickson reported she just received an invitation to moderate a panel of new women Mayors (Seattle Mayor Durkan, Tacoma Mayor Woodards, and Everett Mayor Franklin), because she has been a woman mayor for a long time. This is at PSRC at the end of May. She noted that 54% of the population are in cities that are headed by women mayors.

## **10. CONTINUED COMMENTS FROM CITIZENS**

Mayor Erickson asked for citizen comments; no comments were received.

## **11. MAYOR & COUNCILMEMBER COMMENTS**

Councilmember Stern said the totality of budget amendments being proposed ahead of the budget process is large. Most of them are merit worthy. He noted that the underlying policy developed 15 years ago was to not consider budget amendments outside of the budget cycle, because they are unable to be prioritized the total needs of the city.

Councilmember Lord said last Friday north end students performed at the North Point Church. It was phenomenal. They have skills and gifts that are hard to describe.

Mayor Erickson announced a Co-Responder Summit at City Hall on April 24 from 10am to 2pm regarding mental health and our behavioral health responders. It is about what law enforcement is trying to do with mental health problems.

## **12. ADJOURNMENT**

**Motion:** Move to adjourn at 9:08pm,

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

Motion carried unanimously.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk