

POULSBO CITY COUNCIL MEETING OF NOVEMBER 17, 2021

MINUTES

PRESENT: Mayor Erickson; Councilmembers Livdahl, Lord, McGinty, McVey, Musgrove, Phillips, Stern

Staff: Finance Director Booher, City Clerk Fernandez, Director of Engineering Lenius, Planning & Economic Development Director Boughton, Parks & Recreation Director Schoonmaker, Public Works Superintendent Lund, Civil Engineer Ranes, Police Chief Harding, Engineer I Roberts

MAJOR BUSINESS ITEMS

- * * * Executive Session RE Existing Litigation
- * * * Payable Disbursements for October 2021
- * * * 2021-2022 Mid-Biennial Budget Amendment Department Modification Presentation
- * * * Public Hearing: 2021-2022 Mid-Biennial Budget Amendment Ordinance
- * * * Resolution No. 2021-12, Ratification of 2021 Kitsap Countywide Planning Policies

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the virtual meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. AGENDA APPROVAL

Motion: Move to approve the agenda as presented.

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

Motion carried unanimously.

3. EXECUTIVE SESSION

At 6:30 p.m., Mayor Erickson adjourned the meeting into a 30-minute executive session to discuss existing litigation per RCW 42.30.110(1)(i).

At 7:00 p.m., Mayor Erickson reconvened the meeting into open session. No action was taken for the executive session. Due to technical difficulties, Councilmember Lord was unable to rejoin the virtual meeting.

4. COMMENTS FROM CITIZENS

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

5. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Livdahl said she toured the new Public Works Facility. They have done an incredible amount of work; it is looking really good.

Councilmember McGinty thanked Public Works with keeping the streets cleared during the recent storm.

Councilmember McVey wished everyone a happy thanksgiving. It has been another tough year for many of us, but we have things to be thankful for.

Councilmember Musgrove hoped everyone remains safe during the holidays. He thanked Public Works for their help during the storm, and citizens for keeping the drains cleared to prevent flooding.

Councilmember Phillips said NKSD won their game last weekend, and a big game is coming up this weekend (last home game against Steilacoom).

Councilmember Stern shared that Forest Rock food drive collected over 600 pounds of food and \$6,000 in donations.

Mayor Erickson said tomorrow morning from 9am-1pm there will be COVID testing and from 3-7pm a drive-by flu clinic. Parking will not be available at City Hall. Sunday morning the HDPa will be putting up Christmas lights, all are welcome to help out. The Public Works Crew is applying de-icer on the roads in preparation for the weather.

a. Department Head Reports

Public Works Superintendent Lund thanked everyone for the kind words on behalf of his crew. They have been working very hard the last two weeks.

Parks & Recreation Director Schoonmaker gave a big shout out to the NKSD to get the basketball program up and running. Sign ups are now open for boys and girls teams.

Councilmember Stern asked about the salmon run. Parks & Recreation Director Schoonmaker said they have been tough to find this year. They had a great event a couple of weeks ago, and there were some fish sightings higher up the creek.

Mayor Erickson reported at Morrow Manor Park at the corner of Mesford and Noll, they are taking some trees out and starting to build trails.

6. CONSENT AGENDA

Motion: Move to approve Consent Agenda item a.

The items listed are:

- a. Payable Disbursements for October 2021

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

At 7:21 p.m., Councilmember Lord rejoined the meeting.

7. BUSINESS AGENDA

a. 2021-2022 Mid-Biennial Budget Amendment Department Modification Presentation

Finance Director Booher and department staff presented the 2021-2025 City Improvement Plan. Presentation highlights included: 2021 capital purchases not on CIP/2022 capital planned expenditures not on CIP; PW relocation update; progress of 2021-22 CIP Parks Projects, 2022 CIP Park Projects, and 2023 and beyond; Transportation Program - projects in progress and 2021-2027 CIP; Enterprise Programs projects in process and 2021-2027 Enterprise Capital Improvements for Storm, Sewer, and Water; and next steps for the budget adoption process.

Councilmember Musgrove wondered which sale of properties we are talking about for raising revenue. Public Works Superintendent Lund said it was the old police station property (\$400,000). Mayor Erickson confirmed we reserved funds from these sales for the PW relocation project. Finance Director Booher also noted the sale of their existing building will bring in revenues (some of it has value, some of it does not).

Councilmember McVey asked about the \$25,000 for the Waterfront Park Picnic Area, and if it would include the removal of the current concrete picnic tables that are there. Parks & Recreation Director Schoonmaker said it would include their removal.

Councilmember Musgrove said for clarification for the public watching, these are place holders, that if we want to do any of them, we need them inserted in the CIP – that doesn't mean we are going to do them, when we are going to do them, or if we are going to do them. It is more of wish list. Finance Director Booher said it is a bit different. She doesn't like to call it a wish list, because in order to be on the CIP, it has to have reasonably assured funding. For instance, the land acquisition, we put it on the CIP,

which would need to be funded by non-voted bonds. She clarified we have to come forward to Council to get final approval when we do the land acquisition as well as when we go to debt, and that is when the budget will be amended. But in order to put it on the CIP, we have to be reasonably assured that this is how we are going to move forward, and this is how we will fund it.

Councilmember McVey asked about the Waterfront Stormwater Park, and if we have a sense of how much space there will be for recreational use. Engineer I Roberts said the base and tributary to the park is smaller than anticipated (15 acres) so the facility will be smaller, and the consultant is looking at a few different options. If it were a treatment vault, it would be a 20x24 subsurface vault, which would have limited impact on the park itself.

b. Public Hearing: 2021-2022 Mid-Biennial Budget Amendment Ordinance

At 8:05 p.m., Mayor Erickson opened the public hearing public comment, and receiving none, closed the public hearing at 8:06 p.m.

c. Resolution No. 2021-12, Ratification of 2021 Kitsap Countywide Planning Policies Amendments

Planning & Economic Development Director Boughton said the amendments were reviewed two weeks ago and action was taken; however, Kitsap County is requesting the ratification be done in the form of a resolution.

Motion: Move to ratify Resolution 2021-12; a resolution of the City of Poulsbo, Washington, ratifying the 2021 amendments to the Kitsap Countywide Planning Policies, as approved by the Kitsap County Board of County Commissioners on October 11, 2021, in the form of County Ordinance #601-2021; and providing an effective date,

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

Motion carried unanimously.

8. COUNCIL COMMITTEE REPORTS

Finance-Administration Committee: Councilmember McGinty reported they discussed when they should meet in person as a full council again. Send your opinions to Councilmember McGinty and the Finance Committee will bring back something they can work on as the Council of the whole. If the Council meets in person, January is the earliest. They also reviewed the management salaries and recommended approval into the budget.

Public Safety/Legal Committee: Councilmember McGinty reported there is still no word on when court is going to be opened up (not before end of year). They are streaming court on YouTube to watch it anonymously. They are going to start sending out text reminders to people, so they will be aware of their attendance requirements. Right now, they are using the City of Bremerton for the prosecutor, and they hope to have regular attorney back soon. The Fire Department gave an update on the CARES program, and a status report has been sent out to the Council. The Fire Department committed funding for one full-time position next year, and the mental health specialist will be covered by Poulsbo and the County. They started a joint partnership with the Port Gamble S'Kallam Tribe for an afterhours program.

9. BOARD/COMMISSION REPORTS

Councilmember Musgrove reported the Business Recovery Task Force is this coming Monday and meeting details can be found with the Chamber of Commerce.

10. CONTINUED COMMENTS FROM CITIZENS

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

11. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Livdahl asked everyone to shop local during the holidays.

Councilmember Lord said HDPa is putting the lights up this Sunday morning downtown. It will start at 8am if you want to volunteer to help. There is a volunteer opportunity at Fish Park this Sunday in the afternoon.

Councilmember McGinty wished everyone a happy thanksgiving.

Councilmember McVey congratulated the Suquamish Tribe for its successful Port Madison Dialogue series. He thanked them for including them in the fourth installment for the healing circle. It was a moving and rewarding experience.

Councilmember Musgrove encouraged everyone who wants to help decorate downtown to show up. He encouraged people to spend time with people who are far away from their family during the holidays. He wished everyone a happy thanksgiving and asked all to be kind, caring, and considerate.

Councilmember Phillips wished everyone a happy thanksgiving and said Toys for Tots donations are starting, and if you cannot donate, he encouraged people to volunteer and give back to the community. He knows Fishline needs volunteers.

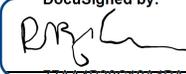
Councilmember Stern said Governor Inslee appointed Chairman Leonard Forsman as a UW Regent. He is the first Native American Regent, and it is a great honor. He told Dan Schoonmaker, the NKHS quarterback coach, to go get them at this weekend's game. He wished everyone a happy thanksgiving.

12. ADJOURNMENT

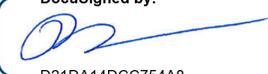
Motion: Move to adjourn at 8:22 p.m.,

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

Motion carried unanimously.

DocuSigned by:

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Rebecca Erickson, Mayor

ATTEST:

DocuSigned by:

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Rhiannon Fernandez, CMC, City Clerk