

POULSBO CITY COUNCIL MEETING OF JANUARY 12, 2011

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.

Staff: Berezowsky, Boltz, Kasiniak, Loveless, Nelson, Stephens

MAJOR BUSINESS ITEMS

- * * * Resolution No. 2011-01, Notice of Intention- Julian Annexation
- * * * Development Services Agreement with Jefferson County
- * * * Approval of Contracts with Kb Consulting for: 1) Traffic Impact Fee Ordinance and 2) Transportation Development Code
- * * * Final Acceptance of Mesford Street Improvements
- * * * Amendment to Agreement with Krazan and ADA Engineering for Fjord Drive Slide Repair Project
- * * * Resolution No. 2011-02, Planning Department Fee Schedule
- * * * Workshop: County-wide Planning Policies Update

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. MAYOR'S REPORT

- a. Mayor Erickson reported effective January 18th, 3rd Avenue will be one way northbound, there are various openings on City Commissions and Boards, and the new phone system will be reprogrammed to work more efficiently.

3. COUNCIL DISCUSSION/AGENDA REVIEW

- a. Councilmember Lord expressed her condolences to the families affected by the Arizona shooting.
- b. Councilmember Bauman stated he will not be asking for are reconsideration on the Forest Rock illegal lot that was approved at the last Council meeting.
- c. Councilmember Stern welcomed Councilmember Musgrove to the Council.
- d. Councilmember Berry-Maraist commented on the Governor's suggestion to privatize the Ferry System and would like to draft a letter disagreeing with the proposal; Council concurred to write a letter and bring it back for Council review.

- e. Mayor Erickson stated business item 7e, Amendment to Agreement with Krazan and ADA Engineering for Fjord Drive Slide Repair Project, will be pulled from the agenda.

4. COUNCIL COMMITTEE REPORTS

- a. Councilmember Berry-Maraist reported the Public Works Committee reviewed and recommends approval of business items a through d.

5. COMMENTS FROM CITIZENS

- a. Jan Wold commented on the presentation by Mary McClure that will take place tonight and the excessive population growth in Poulsbo, compared to surrounding areas.
- b. John Eastman commented on the water puddles in the lower parking garage, especially in low areas, recommending remedies be considered.
- c. Jon Rose commented he is prepared to answer any questions the Council may have regarding Fully Contained Communities (FCC's) during tonight's discussion.

6. CONSENT AGENDA

None.

7. OTHER BUSINESS

a. Resolution No. 2011-01, Notice of Intention – Julian Annexation

Associate Planner Nelson provided an overview of the steps that have been completed with Julian Annexation, including the location, the initial meeting with the City Council, community notification and meeting. The next step would be for Council to approve the Resolution in order to submit the Notice of Intent to the Boundary Review Board (BRB).

Motion: Move to approve Resolution No. 2011-01, a resolution of the City Council of the City of Poulsbo, Washington, authorizing submission to the Washington State Boundary Review Board for Kitsap County of a notice of intention to annex for the Julian Annexation and directing the Mayor or her designee to take all necessary steps to receive approval of the annexation from the BRB., **Action:** Approve, **Moved by** Lord, **Seconded by** McGinty.
Motion passed unanimously.

b. Development Services Agreement with Jefferson County

Planning Director Berezowsky reported the agreement with Jefferson County would allow both jurisdictions to provide development review services on an as needed basis. Berezowsky outlined the hourly and travel rates and specifics of the agreement.

Motion: Move to authorize the Mayor to sign the agreement of behalf of the City of Poulsbo and enter into a Development Review Services Agreement with Jefferson County., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Henry.

Motion passed unanimously.

c. Approval of Contracts with Kb Consulting for: 1) Traffic Impact Fee Ordinance and 2) Transportation Development Code

City Engineer Kasiniak reported Kb Consulting will assist the Engineering Department in developing a Traffic Impact Fee ordinance and a Transportation Development Code. The Street Reserves Fund would fund the contract.

Motion: Move to approve a contract with Kb Consulting for development of a Traffic Impact Fee ordinance and a separate contract to develop Transportation Development Code and direct staff to move forward with necessary budget amendments., **Action:** Approve, **Moved by** McGinty, **Seconded by** Stern.

Motion passed unanimously.

d. Final Acceptance of Mesford Street Improvements

City Engineer Kasiniak stated the Mesford Street Improvements has been completed. The project included a new nine foot pervious concrete sidewalk, pervious asphalt parking strip and full-width pavement restoration on Mesford Street between Caldart Avenue and Karl Place. The final construction cost came in \$41,000 under the Engineers estimate.

Motion: Move to accept the Mesford Sidewalk Improvements and Overlay Project as completed and authorize release of all retained funds in accordance with state law and contract requirements., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously.

e. Amendment to Agreement with Krazan and ADA Engineering for Fjord Drive Slide Repair Project

Removed from the agenda.

f. Resolution No. 2011-02, Planning Department Fee Schedule

Planning Director Berezowsky outlined the changes in the fee schedule including establishing a fee for administrative conditional use permits, boundary line adjusts, code compliance action; and increase to consultant deposits, several application fees. There is an addition to allow the Planning Department to charge an hourly rate for applications that take significant amount of additional staff time to process; the Public Works Committee has requested a policy be drafted for this process.

Motion: Move to adopt, with revisions, Resolution No. 2011-02, implementing the revised fee schedule as proposed by the City's Planning Department, revision to add a category of a \$300 fee for Accessory Dwelling Units within the existing structure and minor format changes., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Musgrove.

Motion passed unanimously.

g. Workshop: County-wide Planning Policies Update – Mary McClure/KRCC

Mary McClure, President of Kitsap Regional Coordinating Council (KRCC), provided an overview of Kitsap's Countywide Planning Policies (CPP), including the policy elements, regional strategy, Kitsap growth pattern, and the ratification procedure.

Councilmember discussion included:

- The Tribes involvement in the review and ratification process; McClure stated the Tribes are not voting members, however they are both invited and requested to provide input and/or concerns on the CPP's.
- Fully Contained Communities
- Growth Population Allocation and Urban Growth Areas

Councilmember Stern asked Jon Rose to comment on FCC's from his perspective; Rose stated with the recent court case that restricts rural clusters, the ability to create good projects in rural area (rural clustering) has been lost.

Mayor Erickson suggested the Council review and discuss the CPP at the next Council meeting.

8. DEPARTMENT HEAD/COUNCIL COMMITTEE/BOARD/COMMISSION REPORTS

- a. Tree Board Commission: Councilmember Henry reported on the year-end report for 2010, the 2011 Work Plan, Arbor Day plans and monitoring of trees in several City parks.

- b. Community Services Committee: Councilmember Bauman reported the committee continues to work on the City Hall room rental policies, grant proposal for Fish Park, and there is a potential tenant for the space at Parks and Recreation building.
- c. Mayor Erickson expressed her appreciation to the Public Works staff for their hard work keeping the roads cleared during the recent snow.
- d. Councilmember Berry-Maraist commented on the letter the Council received from Mrs. Hagey proposing the purchase of her property to be used as a park.
- e. Public Works Committee: Councilmember Berry-Maraist reported she has been selected as the Chair and discussion on interim emergency shelters and the Request for Qualifications (RFQ) for on-call professional services.

9. CONTINUED COMMENTS FROM CITIZENS

- a. John Eastman commented on the profound presence Murriel Williams had on the City; and the unanimous approvals of the Development Services Agreement with Jefferson County and the increased fees for planning permits.

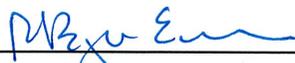
10. COUNCILMEMBER COMMENTS

None.

11. ADJOURNMENT

Motion: Move to adjourn at 9:54 PM., **Action:** Approve, **Moved by** McGinty, **Seconded by** Stern.

Motion passed unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk, CMC

