

POULSBO CITY COUNCIL MEETING OF APRIL 6, 2011

MINUTES

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

Staff: Berezowsky, Booher, Kasiniak, Kingery, Loveless, McCluskey, Stephens, Swiney

MAJOR BUSINESS ITEMS

- * * * Minutes of March 9, 2011 City Council Meeting
- * * * Payroll – March 1-31, 2011
- * * * Application for Special Event - Midsommer Fest
- * * * Application for Special Event – JuleFest
- * * * Application for Special Event – Kitsap Soap Box Derby
- * * * Authorization to Sign On-call Services Contracts
- * * * Final Plat Approval for Poulsbo Place Division 7
- * * * Resolution No. 2011-04, Council Rules of Procedure
- * * * Presentation: Carryover

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:
 - Addition of Business item, Change Order for the demolition of Old City Hall.
 - The dedication of Muriel Williams Waterfront Park will take place on May Day.
 - Jennifer Morris will be leaving the North Kitsap Herald.
- b. Bill Austin requested a tree be removed near Marine Science Center, which is on City property; and would be replaced with either a sculpture or other item. Mayor Erickson stated the Tree Board denied the request, however the City does not have a formal appeal process. Therefore she recommended the request be brought to the Council.

Motion: Move to allow Bill Austin to remove the tree at the Marine Science Center.,
Action: Approve, **Moved by** Stern, **Seconded by** Bauman.

Amended Motion: Berry-Maraist/ Henry. Delay the decision one week to allow the Community Services Committee to review the request. **Moved by** Berry-Maraist; **Seconded by** Henry. **Vote:** Motion passed. **Yes:** Bauman, Berry-Maraist, Henry, McGinty, Musgrove; **No:** Lord, Stern.

Councilmember Stern rescinded the original motion; Councilmember Bauman rescinded his second.

3. COUNCIL DISCUSSION/AGENDA REVIEW

None.

4. COUNCIL COMMITTEE REPORTS

a. Public Works Committee: Councilmember Berry-Maraist reported the Public Works Committee has reviewed and recommends approval of business item b, On-call Services Contract.

5. COMMENTS FROM CITIZENS

- a. Selena McGovern, Portside Pub, commented on the issuance of parking tickets overnight in Anderson Parkway, and the concern for employees who have to work in the late night or early morning. McGovern suggested permits be issued to employees who have to work late.
- b. Denise Bauman commented on the Bill Austin's proposal to have the tree removed, recommending the tree not be removed until a replacement item is determined.

6. CONSENT AGENDA

Councilmember Lord requested consent item a, be removed for clarification.

Motion: Move to approve Consent Agenda items b through d. **Action:** Approve, **Moved by** McGinty, **Seconded by** Stern. Motion passed unanimously.

The items listed are:

- a. Minutes of March 9, 2011 City Council Meeting
- b. Payroll – March 1-31, 2011, in the amount of \$285,722.42 with the check numbers of (including Direct Deposit vouchers) of 30014259-30014471.
- c. Application for Special Event – Midsommer Fest
- d. Application for Special Event - JuleFest

Motion: Approve the Minutes of March 9, 2011, as amended. **Action:** Approve, **Moved by** Lord, **Seconded by** McGinty. Motion passed unanimously.

7. BUSINESS AGENDA

a. Authorize Mayor to sign Change Order for additional asbestos removal in demolition of Old City Hall, Poulsbo Public Works Contract #CN2011-02

Public Works Director Loveless explained during the removal of carpeting from the old City Council Chambers, additional asbestos material was discovered that requires removal. The Environmental Consultant has acknowledged this was an oversight that was not originally discovered.

Motion: Move to authorize the Mayor to sign the construction contract Change Order for additional asbestos removal in Demolition of Old City Hall project in the amount of \$21,676.00, **Action:** Approve, **Moved by McGinty, Seconded by Lord.** Motion passed unanimously.

b. Application for Special Event – Kitsap Soap Box Derby

David Walters, Kitsap Soap Box Derby Association, provided overview of the 2011 event. Marine View Beverage is the only business that may be affected by the street closure; however they have given their support of the event and location.

Councilmember Henry reported on the Community Services Committees recommendation of approval.

Motion: Move to approve the Application for Special Event for the Kitsap Soap Box Derby: April 16 & 17, May 14 & 15, June 5, August 13 & 14 and September 24 & 25, 2011., **Action:** Approve, **Moved by McGinty, Seconded by Henry.** Motion passed unanimously.

c. Authorization to Sign On-Call Services Contracts

Motion: Move to allow the Mayor to sign on-call services contracts with AES Consultants, ADA Engineering, Parametrix and MAP Limited., **Action:** Approve, **Moved by McGinty, Seconded by Berry-Maraist.** Motion passed unanimously.

d. Final Plat Approval for Poulsbo Place Division 7

Councilmember Bauman recused himself from the discussion and vote, due to him purchasing of a lot in the Division.

Engineering Technician Groh provided an update and the substantial completion of the project. Groh outlined several conditions which must be met before the Final Plat is recorded.

Council discussion included:

- Street lighting installation and requirement
- Landscaping requirement
- Construction access
- Mailbox requirement and locations

Motion: Move to approve the Final Plat for Poulsbo Place, Phase 2, Division 7, subject to the following conditions:

Condition #1: The Final Plat will not be recorded until:

- (a) Punch list items are completed to the satisfaction of the City Engineer; and
- (b) All required documents are submitted to the City Engineer and determined to be satisfactory, including mailbox locations; and
- (c) All required fees are paid; and
- (d) A maintenance bond for the plat infrastructure is submitted in an amount satisfactory to the City Engineer, with a maintenance period of 2 years commencing upon recording of the Final Plat.

Condition #2: A performance bond for landscaping is submitted to the City in an amount acceptable to the Planning Director; and installation is complete by final home occupancy, or within 24 months whichever occurs first.

Condition #3: A performance bond for trail and picnic area is submitted to the City in an amount acceptable to the Planning Director; and installation is complete prior to last adjacent home occupancy, or within 24 months whichever occurs first.

Condition #4: A performance bond for lot corner monumentation is submitted to the City in an amount acceptable to the City Engineer and installation is complete by final home occupancy.

Condition #5: A performance bond for street lights is submitted to the City in an amount acceptable to the City Engineer; and installation is complete prior to first home certificate of occupancy, no later than August 1, 2011.

Condition #6: Mailboxes shall be installed prior to first home certificate of occupancy.

Action: Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty. **Vote:** Motion passed. **Yes:** Berry-Maraist, Henry, Lord, McGinty, Musgrove, Stern.

Recused: Bauman.

e. Resolution No. 2011-04, Council Rules of Procedure

Motion: Move to adopt Resolution No. 2011-04, Amending Council Rules of Procedure Section 4.1 Order of Business and Agenda., **Action:** Approve, **Moved by Lord, Seconded by Berry-Maraist.** Motion passed unanimously.

f. Presentation: Carryover

Finance Director Booher provided an overview of the carryover funds and projects. The Finance/Administration Committee has reviewed and recommends approval of the 2010 carryover adjustment.

Motion: Move to approve Budget Amendment No. BA11-0201 for 2010 carryover adjustment as discussed. **Action:** Approve, **Moved by Lord, Seconded by Musgrove.**

Motion passed unanimously.

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

- a. Finance/Administration Committee: Councilmember Lord reported on a special meeting that was held with the Marine Science Center on March 30, 2011; sales tax report, and the Personnel Policy update, which will be coming forward to Council soon.
- b. Public Works Committee: Councilmember Berry-Maraist reported on a presentation by the shared Resource Conservation Program Manager, regarding potential energy savings, grant opportunities for Low Impact Development (LID) on 3rd Avenue, and an interview selection committee has been established for the Liberty Trail design.
- c. Kitsap Regional Coordinator Council (KRCC): Councilmember Berry-Maraist reported on the draft proposal for Cities to annex all of their Urban Growth Areas (UGA) by December 2015, and fully contained communities.
- d. Economic Development Committee: Councilmember Stern reported on tourism efforts of the Suquamish Tribe and the Tourism Summit at City Hall on April 28th; Viking Avenue revitalization and a presentation by the West Poulsbo property group; the possible relocation of the Farmer's Market to the Port property on Jensen Way, the potential for tall ships in the Poulsbo marina; and possible permanent relocation of the Lavengro tall ship.

9. CONTINUED COMMENTS FROM CITIZENS

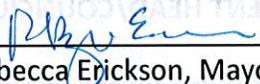
None.

10. COUNCILMEMBER COMMENTS

- a. Councilmember Lord reported on her attendance at the Silverdale Annexation Community meeting.
- b. Councilmember Henry commented on the reduction in state student acceptance into Washington State Universities.

11. ADJOURNMENT

Motion: Move to adjourn at 9:28 PM., **Action:** Approve, **Moved by** McGinty, **Seconded by** Henry.
Motion passed unanimously.



Rebecca Erickson, Mayor

ATTEST:



Nicole Stephens, Deputy City Clerk