

## POULSBO CITY COUNCIL MEETING OF NOVEMBER 7, 2012

### MINUTES

**PRESENT:** Mayor Erickson, Berry-Maraist, Lord, McGinty, Musgrove, Nystul, Stern.

**Absent/Excused:** Henry.

Staff: Boltz, Booher, Kasiniak, Loveless, McCluskey, Stenstrom, Stephens

### MAJOR BUSINESS ITEMS

- \* \* \* Budget Amendment, BA12-0402, Lindvig Bridge Project
- \* \* \* Budget Amendment, BA12-0403, Noll Road Roundabout & Liberty Bay Trail
- \* \* \* Budget Amendment, BA12-0404, Prothman – Police Chief Search
- \* \* \* Budget Amendment, BA12-0405, Consultant Deposits
- \* \* \* Interlocal Agreement: Noll Road Roundabout Funding
- \* \* \* Ordinance No. 2012-18, 3rd Quarter Budget Amendments
- \* \* \* Contract: 6th Avenue and 9th Avenue Pump Stations
- \* \* \* Presentation: Anderson Parkway Project
- \* \* \* Presentation: City Improvement Plan
- \* \* \* Presentation: Preliminary Budget
- \* \* \* Ordinance No. 2012-19, Set 2013 Property Tax Levy

#### 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. COMMENTS FROM CITIZENS

a. Patricia Graf-Hoke, ED VPVCB, reported on marketing activities in partnership with Poulsbo Marketing Coalition, and the recent announcement of REI opening a store in Silverdale. Graf-Hoke also spoke to the Kitsap Public Facilities District Event Fund opportunities.

b. John Rose, President of Olympic Property Group (OPG), spoke in response to Mayor Erickson testimony at the Kitsap County Shoreline Master Plan Hearing on October 29, 2012, regarding the OPG project and the negative impact to Port Gamble and

Poulsbo.

- c. Shannon Smith, Port Gamble Town Administrator, stated Port Gamble does not rely on any of Poulsbo services nor is a financial burden. Smith stated she was insulted by the comments made by Mayor Erickson during the Kitsap County Shoreline Master Plan Hearing.

Mayor Erickson spoke to her testimony at the Kitsap County Shoreline Master Plan hearing as a citizen of Poulsbo and Kitsap County and expressed her concern with the size OPG project, estimated at 425,000 square feet, and the impact to Kitsap County residents.

### 3. MAYORS REPORT AND COUNCIL COMMENTS

- a. Councilmember Lord spoke to the need for the Council to form Council policy/opinion on the Port Gamble project.
- b. Mayor Erickson commented on the tree lighting ceremony on November 23rd, where the Viking Statue will be unveiled.
- c. Councilmember Stern spoke to Poulsbo Historical Societys presentation “Sailing from Deck to the Pilot House,” being held on November 9th, in Poulsbo Council Chambers.
- d. Councilmember Berry-Maraist announced the Engineering Department staff will be receiving the Puget Sound Champion award from the Puget Sound Partnership for Poulsbo's work on LID stormwater projects and work to improve the health of Puget Sound.

### 4. CONSENT AGENDA

Councilmember Stern requested item a, be pulled for further clarification.

**Motion:** Move to approve Consent Agenda items b through e.

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

Motion passed unanimously. Absent: Henry

Councilmember Stern questioned whether there would be an issue with the Viking Avenue statue budget amendment item being identified as the Lindvig Bridge Beatification; Finance Director Booher stated the original project was bridge beautification and there would be no issues.

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

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

Motion passed unanimously. Absent: Henry

The items listed are:

- a. Budget Amendment, BA12-0402, Lindvig Bridge Project
- b. Budget Amendment, BA12-0403, Noll Rd. Roundabout & Liberty Bay Trail
- c. Budget Amendment, BA12-0404, Prothman - Police Chief Search
- d. Budget Amendment, BA12-0405, Consultant Deposits
- e. Interlocal Agreement: Noll Road Roundabout Funding

5.

## BUSINESS AGENDA

### a. **Ordinance No. 2012-18, 3rd Quarter 2012 Budget Amendments**

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

**Motion:** Move to adopt Ordinance 2012-18, and ordinance of the City of Poulsbo, Washington, amending the 2012 budget adopted by Ordinance No. 2011-23, to revise the revenues to and appropriations from certain funds and approving and ordinance summary for publication.

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

Motion passed unanimously. Absent: Henry

### b. **Contract: 6th Avenue and 9th Avenue Pump Station Project**

City Engineer Kasiniak reported on the deficiencies identified at both pump stations on 6th Avenue and 9th Avenue. A request for qualifications was advertised for replacement of the both pump stations. Kasiniak outlined the cost proposal.

**Motion:** Move to approve the contract with CHS Engineers as present by the City Engineer.

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

Motion passed unanimously. Absent: Henry

### c. **Presentation: Anderson Parkway Project**

Phil Struck, Parametrix, presented the Anderson Parkway Project background, project need and objectives, design development, and presented the final design.

Council discussion included:

- Landscaping
- The change in diagonal parking spaces, opposed to straight parking
- The elimination of one way traffic in the parking lot
- Light pole design, amount of light poles and brightness of the lights
- Placement of infrastructure for future parking pay stations

Struck stated the construction period is planned for January – April 2013, with paving period in February. Parking mitigation would include maintaining 60% of parking spaces at all times except during paving; limit paving to two, three day periods when up to 50-60% of lot may be closed; maintain vehicle and pedestrian circulation and provide advance notice of paving closures.

Kasiniak spoke to the project budget and funding; and proposed increased budget due to possible construction costs increases. The additional cost would be approximately \$50,000, split between stormwater (Fund 402) and pavement restoration (Fund 311). A concurrence from the Council is necessary to avoid the need to go out for bid a second time with the short timeframe to meet the grant deadline.

**Motion:** Move to approve the increase to fund 402 and 311, for the Anderson Parkway Restorations project, by \$25,000 in each fund.

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

Motion passed unanimously. Absent: Henry

d.  **Presentation: City Improvement Plan (CIP)**

Finance Director Booher presented an overview of the 2013 CIP and the type of projects included CIP.

Public Works Director Loveless spoke to the Public Works Relocation, due to budget constraints the actual project has been pushed back to future years. Some work has been done at the site to prepare it for the proposed solid waste transfer station; clearing and logging will be done to use the site for storage.

Parks and Recreation Director McCluskey reviewed the progress of 2012 park projects and 2013 Projects:

- Completed projects in 2012 – American Legion paths; Fish Park original parcels, property donation and park expansion; Nelson Parks; trails signage and trail maps; skate park repair.
- No large projects are planned for 2013; smaller carryover and new projects include Fish Park, trails signage and trail map, Nelson Park Trail easement, Net Shed planning and design; and Muriel Iverson Williams Waterfront Park.
- 2014-2016 future park projects.

City Engineer Kasiniak reviewed 2012 Transportation Projects accomplishments:

- Noll Road/ Lincoln Road Roundabout
- Hostmark Pedestrian /Bicycle Improvements
- 4th Avenue Speed Tables
- 4th Avenue safety improvements
- Design projects: Anderson Parkway, 6th Ave, and Liberty Bay trail
- Grants: Lincoln Rd. 1.2, Old Town retro

2013 project goals:

- Anderson Pkwy – February 2013
- 6th Ave Improvements – June 2013
- Pre-design/design projects- Traffic circulation on Hwy. 305/307; Road reclassification, Lincoln Rd improvements, Liberty Bay design and permitting.

Public Works Director Loveless presented the 2013 projects:

Sewer projects:

- 6th and 9th Avenue pump stations upgrade
- Harrison Force mail replacements
- Annual I & I reduction
- Increased Kitsap County treatment plant capital charges start in 2013

Water projects:

- Pugh/Lincoln #2 well treatments for Manganese
- Big Valley well transmission main construction
- Old Town distribution main replacements

Storm Drain:

- Anderson Pkwy
- Bjorgen Creek Culvert study/design
- Dogfish Creek restoration

**Motion:** Move to approve the 2013 City Improvement Plan projects as presented and request the Mayor to direct staff to include these capital projects, and the associated operating costs in their 2013 budget submissions.

**Action:** Approve, **Moved by** Lord, **Seconded by** Berry-Maraist.

Motion passed unanimously. Absent: Henry

e.  **Presentation: Preliminary Budget**

Finance Director Booher reviewed all funds including the proposed preliminary budget variance and the Mayors and Finance/Administration Committees recommendations. Budget adjustments included Business License revenue increase; Suquamish Mitigation grant; Sound Works reduced contribution; increase fees for City hall conference room use; Kitsap Humane Society decrease in contribution due to decrease in service provided; and possible furloughs (4 days throughout 2013).

f.  **Ordinance No. 2012-19, Set 2013 Property Tax Levy**

**Motion:** Move to approve Ordinance No. 2012-19, an ordinance of the City of Poulsbo, Washington levying the general taxes for the City of Poulsbo for the fiscal year commencing on January 1, 2013 on all property, both real and personal, in said city which is subject to taxation for the purpose of providing sufficient revenue to carry on the several department of said city of the ensuing year as required by law, and approving an ordinance summary for publication.

**Action:** Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.  
Motion passed unanimously.

6. ► **CONTINUED COMMENTS FROM CITIZENS**

None.

7. ► **COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

a. Councilmember Berry-Maraist requested the employee names that should be included on the Puget Sound Partnership award, be forwarded to her.

8. ► **ADJOURNMENT**

**Motion:** Move to adjourn.

**Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously. Absent: Henry

Move to adjourn at 9:55 PM.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC