

POULSBO CITY COUNCIL MEETING OF MARCH 13, 2013

MINUTES

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

Absent/Excused: Henry.

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

MAJOR BUSINESS ITEMS

- * * * Claims – February 1-28, 2013
- * * * Payroll - February 1-28, 2013
- * * * Budget Amendment, BA1301-03 SR305 Intersection Safety Lighting
- * * * Minutes of January 30, 2013 Special City Council Meeting
- * * * Minutes of February 6, 2013 City Council Meeting
- * * * Minutes of February 20, 2013 City Council Meeting
- * * * Ordinance No. 2013-04, Zoning Code
- * * * Ordinance No. 2013-05, Code Enforcement
- * * * Approve On-call Engineering Task Orders for Bjorgen Culvert & 6th Avenue
- * * * Final Plat Approval: Cook Addition ADU
- * * * 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. **COMMENTS FROM CITIZENS**

a. Jim Rutledge, Port of Poulsbo Commissioner, commented on the Anderson Parkway project and questioned what was going to be done with the access to the Port Marina and city parks. Rutledge also commented on the restriction of a float at the Port.

b. Tammy Matson, Poulsbo Marketing Coalition, spoke to the excess of funds in the Hotel/Motel Tax; and the night time economy effort.

3. MAYORS REPORT AND COUNCIL COMMENTS

- a. Councilmember McGinty requested Mitchusson Park renaming be put back on an agenda to be discussed.
- b. Councilmember Stern commented on the attendance at the Gala at the Jewel Box theatre; and invited the public to the Poulsbo Historical Society fundraiser event “Gone Fishing” on Saturday, March 30th.
- c. Mayor Erickson reported:
 - Business agenda 5d, Final Plat Approval: Cook Addition will be removed the agenda.
 - March 17th at 6:15pm at the Viking Statue, there will be bagpipe musician and placing a green scarf on the Viking.
 - Growth Management Hearings Board affirmed the City trails plan.
 - She will be attending the community meeting at the Fire State regarding the Mountain Aire development on March 20th.
- d. Councilmember Musgrove regretted that the City had to spend the public money to go to court to defend the Citys work, but was pleased the city won the court case.

4. CONSENT AGENDA

Motion: Move to approve Consent Agenda items a through f.

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

Motion passed unanimously.

The items listed are:

- a. Claims – February 1-28, 2013 in the amount of \$675,959.90, check numbers 10021528 through 10021721 and Electronic Disbursement Numbers 23-0007 through 23-0014.
- b. Payroll – February 1-28, 2013 in the amount of \$324,178.20 with the check number (including direct deposit vouchers) of 30019273 – 30019530.
- c. Budget Amendment, BA1301-03 SR305 Intersection Safety Lighting
- d. Minutes of January 30, 2013 Special City Council Meeting
- e. Minutes of February 6, 2013 City Council Meeting
- f. Minutes of February 20, 2013 City Council Meeting

5. BUSINESS AGENDA

a. Ordinance No. 2013-04, Zoning Code

Motion: Move to adopt an ordinance of the City of Poulsbo, Washington amending and replacing Title 18 of the Poulsbo Municipal Code in order to adopt the 2012-2013 Zoning Ordinance update; dividing the citys current one commercial zoning district into four commercial zoning districts in order to recognize the four district

commercial areas of the city; adding provisions for planned mixed use developments for the Viking Avenue and SR-305 corridor commercial area; adding provisions for live/work units and neighborhood commercial in residential zoning districts; updated sign code standards; adding provisions relating to development agreements, annexations, tree retention, and temporary transitory accommodations; amending various other city standards, such as those relating to wireless facilities, parking, landscaping, and design review; and amending the zoning map to add the new commercial districts and to provide for a master plan overlay; providing for severability and establishing an effective date. **Action:** Approve, **Moved by** Lord, **Seconded by** McGinty.

Motion passed unanimously. Absent: Henry

b. ► Ordinance No. 2013-05, Code Enforcement

Motion: Move to adopt an ordinance of the City of Poulsbo, Washington, enacting a general penalty chapter of the Poulsbo Municipal Code; amending chapters 2.16, 9.50, 15.04, 15.05, 16.20, 16.24 and 17.24, of the Poulsbo Municipal Code to amend the penalty provisions therein; providing for severability and establishing an effective date. **Action:** Approve, **Moved by** McGinty, **Seconded by** Lord.

Motion passed unanimously. Absent: Henry

c. ► Approve On-Call Engineering Task Orders for Bjorgen Culvert & 6th Avenue

City Engineer Kasiniak present the scope and budget for two task orders with parametric, 1) Preliminary design supplement to the Bjorgen Creek culvert replacement and 2) final PS&E for the 6th Avenue improvements. Kasiniak stated no budget amendment is required for the Bjorgen Creek design supplement, however a budget amendment will be required for the 6th Avenue improvements task order. The Public Works Committee recommends approval of the contract.

Motion: Move to approve the task order with Parametrix for the Preliminary Design Supplement to the Bjorgen Creek Culvert Replacement.

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

Motion passed unanimously. Absent: Henry

Motion: Move to approve the task order with Parametric for the 6th Avenue Improvement final PS&E, and direct staff to prepare a budget amendment as present by the City Engineer.

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

Motion passed unanimously. Absent: Henry

d. Final Plat Approval: Cook Addition ADU

Removed from the agenda.

e.  Presentation: Carryover

Finance Director Booher presented the carryover dollars, with the recommended items for carryover and/or allocation for the 2013 budget.

Motion: Approve budget amendment for 2013 carryover figures creating 2013 beginning balances and re-allocating expenditures to 2013.

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

Motion passed unanimously. Absent: Henry

6.  COUNCIL COMMITTEE REPORTS

a. Community Services Committee: Councilmember Lord reported on the Viking Fest special event application and the reconfiguration of the event due to the new parking lot. Lord also commented on the reopening the Hotel/Motel grant application cycle; and a recommendation to not approve the request to for fund to construct a Viking ship due to ongoing maintenance cost and unanswered questions. The committee hopes the group will reapply once those questions are addressed. The application for a RFP and implementation to have someone to track and promote marketing efforts for the Chamber of Commerce was recommended for approval.

7.  DEPARTMENT HEAD COMMENTS

None

8.  CONTINUED COMMENTS FROM CITIZENS

a. Jim Rutledge, Port of Poulsbo Commissioner, commented the marina is not the Ports only focus, they will be reaching out to the city as whole. Rutledge stated clarification on the ownership and maintenance of the strip of property near the Port restrooms needs to occur, and questioned when the reposition of the dumpster location will take place.

9.  **COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

- a. Councilmember Stern stated Councilmember Musgrove is the Port of Poulsbo liaison and should be present to discuss the Ports concerns.

- b. Councilmember Berry-Maraist commented on her attendance at the Puget Sound Regional Council (PSRC) Growth Management Board with a presentation on the South Kitsap Industrial Area.

- c. Councilmember Musgrove commented on the sprouting of the daffodils around the city; and commented on the discussion regarding the unpaved portions of the parking lot addressed by the Port.

10. ADJOURNMENT

Motion: Move to adjourn at 8:25 PM., **Action:** Approve, **Moved by** Musgrove, **Seconded by** Lord.

Motion passed unanimously. Absent: Henry

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC