

## POULSBO CITY COUNCIL MEETING OF APRIL 17, 2013

### MINUTES

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

Staff: Boltz, Kasiniak, McCluskey, Stenstrom, Stephens

### MAJOR BUSINESS ITEMS

- \* \* \* Special Event Request – Midsummer Fest
- \* \* \* Special Event Request – Outdoor Music at Helter Skelter Lounge
- \* \* \* Request for Additional Hours – Parks and Recreation Reception
- \* \* \* Ordinance no. 2013-05, 2013 Comprehensive Plan Amendments
- \* \* \* Waterfront Trail 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. COMMENTS FROM CITIZENS

- a. Janetmarie Valiga spoke to services provided by Sound Works and the unemployment rates in Kitsap County and North Kitsap; and the letter received by Sound Works from the City to vacate their current space.

#### 3. MAYORS REPORT AND COUNCIL COMMENTS

- a. Councilmember Lord requested the Council observe a moment of silence in honor of the Boston tragedy.
- b. Councilmember Stern commented on the National Poetry Contest and a limerick by a Bainbridge Island resident, posted in the Seattle Times.
- c. Mayor Erickson announced the Poulsbo Garden Club will be hosting a Plant Sale this Saturday, May 4th, at James Lumber Ace Hardware.

Mayor Erickson stated business item d, Waterfront Trail Update, would be presented prior to the consent and business agenda; due to the need for City Engineer Kasiniak

to leave the meeting early.

#### **a. Waterfront Trail Update**

City Engineer Kasiniak presented an update on the Liberty Bay Waterfront Trail project and purpose of the project.

Phil Struck, Parametrix, explained the project is for 10-12 wide shared use path, to provide connections from downtown and Viking Avenue to city parks, improve recreation options, and potential economic development. Struck outlined the work completed to dated and explained of each trail alignment options (upland, overwater, limited overwater or Front Street), and those estimated cost; and the estimated timeline.

Council discussion included:

- Concern with obligating the city to the project and funds, when grants are not certain.
- Currently, the City has a grant for the Phase II, and is included in the 2013 budget.
- Other alignment alternatives, with reduced costs.

Councilmember Berry-Maraist suggested the Public Works Committee review the further, specifically the waterfront experience and the alternative of a connection to existing sidewalks and economic benefit. Council concurred.

#### **4. CONSENT AGENDA**

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

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

Motion passed unanimously.

The items listed are:

**a.** Special Event Request – Midsummer Fest

#### **5. BUSINESS AGENDA**

##### **a. Special Event Request – Outdoor Music at Helter Skelter Lounge**

Parks and Recreation Director McCluskey reported the Helter Skelter Lounge has requested to hold an outdoor music event at their business at 19740 Viking Avenue on May 18, 2013. Staff had a variety of concerns including the fact this is Viking Fest weekend, and the police department staff will be very busy; noise carrying off of their property; not enough parking for bands, cars and patrons; parking lot and general

security; and whether the appropriate alcohol permits have been considered. The Community Services Committee reviewed and discussed the application and recommended denying the application due to the following issues: (1) the timing of the concert is Viking Fest weekend, which the city council has previously approved. The police force is very busy that weekend, and adding another event in the city would be difficult to patrol. (2) There is no information on security for the site during the event. (3) There is no information on where overflow parking will be due to the bands performing in the lounge parking lot. (4) There is no mention of alcohol being served outside the lounge, or Liquor Control Board approval of outside music/entertainment. Additional enforcement would be required, but has not been addressed. (5) There is no request for a noise variance which must be approved by the City Council.

Councilmember Lord questioned the security that will be in place for the event, where liquor will be served, and special liquor licenses in place or needed.

Deputy Chief Wright stated the Police Department can recommend approval with the following conditions: additional security, additional approval from the Liquor Board for the outdoor concert, and off-site parking.

**Motion:** Move to approve the Special Event Application for Outdoor Music at the Helter Skelter Lounge on May 18th, 2013 with the following conditions:

a) Security staff will be a total of 4, b) permission for overflow parking off site, and c) liquor license approval for outdoor concert, and d) a plan acceptable to the Police Department.

And approve a variance to the noise ordinance for the event.

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

Motion passed unanimously.

**b. ► Request for Additional Hours – Parks and Recreations Receptionist**

Parks and Recreation Director McCluskey provided background on the Parks and Recreation Receptionist position and amount of hours for the position, the reduction in staffing and the number of open hours of the Parks and Recreation building. McCluskey stated she is requesting additional hours (from .9 to a 1.2 FTE) and would hire two people to fill those hours.

Councilmember Lord stated the Community Services Committee reviewed the request and recommends approval.

**Motion:** Move to approve the request for additional hours for the Parks and Recreation receptionist position from 36 to 48, for a total cost of \$7,000 in 2013.

**Discussion:** Councilmember Musgrove requested clarification on whether medical benefits may be required in the future based on the numbers of hours proposed; McCluskey stated the Affordable Health Care Act states an employee must work 30 hours a week or more. The positions will be less than 30 hours per week.

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

c.  **Ordinance No. 2013-05, 2013 Comprehensive Plan Amendments**

**Motion:** Move to adopt Ordinance No. 2013-05, an Ordinance of the City of Poulsbo, Washington, adopting the 2013 Comprehensive Plan Amendments as approved on March 20, 2013, providing for severability and establishing an effective date.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Lord.  
Motion passed unanimously.

6.  **COUNCIL COMMITTEE REPORTS**

a. Public Works Committee: Councilmember Nystul reported on traffic issues in Ridgewood Terrace, parking spaces in Anderson Pkwy and business access concerns, and dumpster relocation/placement.

b. Public/Safety Legal Committee: Councilmember McGinty reported Police Chief Townsend will be sworn in Friday afternoon, the new sergeant will be chosen within the next few weeks and Municipal Court has a new Public Defender, Daniel Peet, who is also with Buskirk Law firm.

c. Economic Development Committee: Councilmember Musgrove reported on an updated from Kitsap Economic Development Alliance (KEDA) and spoke to the City advertisement in the Discover Kitsap annual publication, for conference facility usage.

d. Finance/Administration Committee: Councilmember Lord stated the meeting scheduled for today was cancelled; the next meeting will be held on May 1st.

**7. DEPARTMENT HEAD COMMENTS**

None.

## 8. CONTINUED COMMENTS FROM CITIZENS

None.

## 9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Berry-Maraist reported on her attendance at Kitsap Regional Coordinating Council (KRCC) TransPol meeting, and additional federal funding will be coming available.
  
- b. Mayor Erickson announced Saturday, April 20th is the Arbor Day Celebration at American Legion Park; Monday April 22nd is the Parks & Recreation Open House; and June 1st is Trail Day, volunteers will be needed.

## 10. ADJOURNMENT

**Motion:** Move to adjourn at 9:00 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC