

POULSBO CITY COUNCIL MEETING OF DECEMBER 16, 2009

MINUTES

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Berezowsky, Boltz, Booher, Delaney, Kasiniak, Loveless, McCluskey.

MAJOR BUSINESS ITEMS

- * * * New City Hall Update
- * * * Boards and Commissions Appointments
- * * * Payroll – November 1-31, 2009
- * * * Budget Amendment; BA 29-0410 Waterfront Culvert
- * * * Budget Amendment; BA 29-0411 Yearend Adjustments
- * * * Budget Amendment; BA 29-0412 South Viking Ave Improvements
- * * * Budget Amendment; BA 29-0413 Olhava Association
- * * * Budget Amendment; BA 29-0414 Engineering Dept Consultant Deposits
- * * * Budget Amendment; BA 29-0415 Parks & Recreation Revenues
- * * * Budget Amendment; BA 29-0416 Parks & Recreation Building
- * * * Budget Amendment; BA 29-0417 Legal Costs and Care & Custody of Prisoners
- * * * North Kitsap School District School Resource Officer Services Agreement
- * * * Chamberlin/Tibbits Annexation Initial Meeting
- * * * Ordinance No. 2009-16, 2010 Budget

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 7: 02PM and lead the Pledge of Allegiance.

2. MAYOR'S REPORT AND CHANGE TO AGENDA

a. New City Hall Update

Public Works Director Loveless reported on the slowing of construction due to weather however the first elevated deck has been poured, HVAC was installed, ductwork and sprinklers have been installed in the parking garage. Loveless explained that the parking at City Hall will include two parking decks; the lower level will include 57 public parking spaces and 2 handicapped spaces, the smaller upper deck will have 13 reserved spaces for City vehicles and employee parking. Loveless clarified that the granite flooring will be in the lobby area of the first floor including the bathrooms.

Mayor Quade questioned the progress of obtaining a real estate agent for the sale of the current city hall site. Loveless explained that a Request for Proposal

was advertised with no response, however since that time there are four interested agents that will receive information before the end of the year to be reviewed by a panel.

b. Boards and Commissions Appointments

MOTION: Berry-Maraist/McGinty. Move to concur with Mayor Quade's reappointment of Janet Brown, Bess Bronstein and Mary Carter to Tree Board with term expirations of 12/31/2012 and David Wells, Wallace Jones and Mark Kluth to the Community Police Advisory Board with term expirations of 12/31/2013 and the appointment of David Wells to the Civil Service Commission to fill the unexpired term ending 12/31/2014.

Motion carried unanimously.

- c. Mayor Quade reported on a discussion held at the Public Safety/Legal Committee regarding the parking near Hamilton Field along the stretch of unpaved road which is a fire lane. The Fire Department and PeeWee President met and discussed options including adding signage and enforcement. Councilmember McGinty reported that the Public Safety/Legal Committee concurred with the signage and enforcement. Council concurred.

3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Lord reported on the Safe Park discussion and First Lutheran's consideration of using their lower parking lot, to be discussed at their next meeting in January. They did vote to establish a severe weather shelter this winter. Lord reminded Bremerton Kitsap Access Television (BKAT) will televise "No Place To Lay Their Heads" workshop tomorrow night at 8:00PM and Friday morning at 10:00AM.
- b. Councilmember Erickson reported on the low cash collections received by Fishline and asked citizens to think generously for cash collections for emergency relief.
- c. Councilmember Stern reported on the availability of "The Spirit of Poulsbo" at the Book Stop on Front Street; Kitsap Regional Coordinating Council recognition of downtown Poulsbo providing an variety of casual and fine dining and the Christmas Boats on Friday and Saturday.
- d. Councilmember Berry-Maraist thanked Mayor Quade and Councilmember Crowder for their service and expressed that it was a pleasure working with them. Berry-Maraist reported on the successful donation center benefiting Family Place, family shelter donations have provided enough to open the shelter.

- e. Councilmember Rudolph asked Councilmember Lord to coordinate with him when First Lutheran does their volunteer training if there is a need for additional volunteers and the last issue of Poulsbo Light reporting the downtown business was going surprising well considering the economy.

4. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)

None.

5. CITIZEN COMMENTS

- a. Melissa Tippetts, Soap Box Derby, presented tokens of appreciation to Mayor Quade including her trophy and a traveling plaque of derby winners.
- b. Tony DeCarlo, presented Mayor Quade with a cake baked in Poulsbo coffee mug and thanked her for her service to Poulsbo.
- c. Councilmember Lord presented Councilmember Kimberlee Crowder with a token of appreciation and tribute for her service to Poulsbo on behalf of the City Council and presented Mayor Quade with a plaque including a photo of the New City Hall to represent her hard work on the project.

Mayor Quade called for a brief recess at 7:27PM. Meeting reconvened at 7:44 PM.

6. CONSENT AGENDA

MOTION: Lord/Erickson. Move to approve Consent Agenda items a, b, c, e, f, g, i, and j.

Motion carried unanimously.

MOTION: Crowder/Lord. Moved to approve Consent Agenda item d. Motion carried unanimously. Councilmember Berry-Maraist recused.

MOTION: Stern/Lord. Move to approve Consent Agenda item h. Motion carried unanimously.

The items listed are:

- a. Payroll – November 1-31, 2009
- b. Budget Amendment; BA 29-0410 Waterfront Culvert
- c. Budget Amendment; BA 29-0411 Yearend Adjustments
- d. Budget Amendment; BA 29-0412 South Viking Ave Improvements
- e. Budget Amendment; BA 29-0413 Olhava Associates
- f. Budget Amendment; BA 29-0414 Engineering Dept Consultant Deposits
- g. Budget Amendment; BA 29-0415 Parks & Recreation Revenues
- h. Budget Amendment; BA 29-0416 Parks & Recreation Building

- i. Budget Amendment; BA 29-0417 Legal Costs and Care & Custody of Prisoners
- j. North Kitsap School District School Resource Officer Services Agreement

7. MAJOR BUSINESS ITEMS

a. Chamberlin/Tibbits Annexation Initial Meeting

Associate Planner Berghoff explained to Council the purpose of this meeting is to determine whether the proponent be allowed to move forward with circulating the petition, determine whether annexation area is to accept a proportionate share of the city's bonded indebtedness, and whether to require pre-annexation zoning. Council will also need to determine the boundary to be considered for annexation and the noticing area for the community meeting. As part of the review process one comment was received from Poulsbo Public Works Department that indicating enough detail is shown to move forward with annexation however additional information would be required at the time of development. The annexation area is 44 acres, bounded on the east by the city limits and on the west partly by the urban growth area; zoning is residential low or low density residential, found in the subarea plan (4 units per net acre or 5 units per gross acre). A utility extension agreement exists within the annexation area with both water and sewer being provided. In addition, two letters have submitted for properties requesting to be considered in this annexation.

The staff recommendation is to authorize circulation of an annexation petition to include the area as requested by the proponent and to include the additional requested properties with noticing to include Liberty on the south up to Hwy 3 north for noticing.

John Burkholder, addressed the questions regarding what properties would be included in annexation and to whether the 60 percent would be achieved. Based on a polling of the property owners beyond the boundaries indicated, they still believe they will have the necessary 60 percent.

Council discussion included which properties to include, existing utility extension agreements, Urban Growth Area, availability of utilities in newly annexed areas and which area should be included in the public meeting process.

MOTION: Erickson/McGinty. Move to authorize the proponents to circulate an annexation petition requiring the annexation assume its proportionate share of the City's bonded indebtedness and requiring zoning per the Urban Growth Area Sub-Area Plan for the staff recommendation going south to Cedar Lane, including the additional triangular piece as requested. The community meeting shall include residents south to Liberty Road and north to Finn Hill.

Motion carried. Yes: Lord, Erickson, Stern, Berry-Maraist, McGinty, Rudolph. No: Crowder.

b. Ordinance No. 2009-16, 2010 Budget

MOTION: McGinty/Lord. Move to approve Ordinance 2009-16, an ordinance of the City of Poulsbo's adoption of the Annual Budget of the city, for the fiscal year commencing January 1, 2010, and approving an ordinance summary for publication.

Motion carried unanimously.

8. DEPARTMENT/COMMITTEE REPORTS

- a. City Clerk Boltz, clarified the process for filling the vacancy of Council Position No. 3 which will be vacated by Councilmember Erickson when she takes her seat as Mayor.
- b. **Community Services:** Councilmember Lord reported the Library Board was grateful for lighting in the lower parking lot however requested the triangle piece of property owned by the City be prepared for overflow parking.
- c. **Finance/Administration Committee:** Councilmember Stern reported on the desire to meet with representatives from the Historic Downtown Poulsbo Association (HDPA) to discuss the true allocation of City staff time and resources; Marine Science Center report from the foundation as required by their bylaws; Public Defender Request for Proposals to be advertised and due January 8th and the 36% overall decrease in Real Estate Excise Tax (REET) but an increase for November.
- d. **Public Safety/Legal:** Councilmember McGinty reported on Judge Tolman's desire to focus on Community Service to help with increasing jail costs; Request for Proposals for Public Defender and the review of the Personalized Vehicle Program for Police vehicle and asked for additional input or questions.

9. CONTINUED COMMENTS FROM CITIZENS

- a. Muriel Williams clarified the reason for the Book Stop being the sole distributor of the Poulsbo History Book is due to the idea, collaboration and financial support being Soon Hood, owner of the Book Stop.

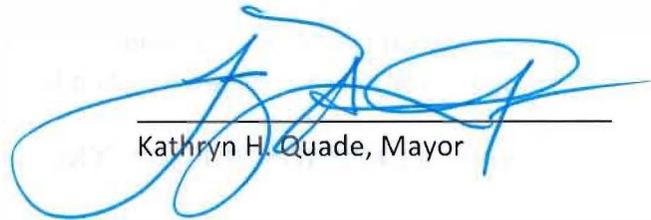
10. COUNCILMEMBER COMMENTS

- a. Councilmember Lord thanked Council and staff for working through some challenging times.
- b. Councilmember Erickson thanked Mayor Quade for her gracious assistance through the transition.

- c. Councilmember Stern reflected on the past four years and the work in serving the community and saluted Mayor Quade and Councilmember Crowder.
- d. Councilmember Crowder stated it has been an honor to serve on the Council and will be around to support the City. Crowder thanked the Council for helping her learn and shared the Police Car and "Downtown Trolley" that were given to her as a token of the items she is passionate about.
- e. Councilmember Berry-Maraist thanked Mayor Quade and Councilmember Crowder for their energy and commitment to the community.
- f. Councilmember McGinty stated it has been a great pleasure working with Mayor Quade and Councilmember Crowder.
- g. Councilmember Rudolph thanked Councilmember Crowder for her business community perspective, her passion for the police department and trolley vision, and thanked Mayor Quade for her open administration, council collaboration and her personal effort on the City Hall project.
- h. Mayor Quade acknowledged the working relationship with the Council, thanked Councilmember Crowder for her openness, beliefs and passion and stated she could not have worked with better staff.

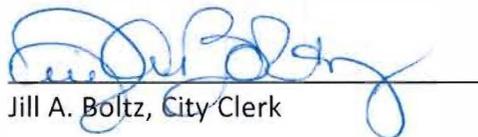
11. ADJOURNMENT

MOTION: Rudolph/Stern. Move to adjourn at 9:07PM.
Motion carried unanimously.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk