

POULSBO CITY COUNCIL MEETING OF MARCH 3, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Lord, McGinty, Rudolph, Stern.
Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, McCluskey, Stephens, Treacher.

MAJOR BUSINESS ITEMS

- * * * Budget Amendment / BA#10-0101 Noll Road Improvements
- * * * Special Event – Boy Scout Troop #1571
- * * * Presentation – Kid’s Clean Up Day – Darby Lowney
- * * * Budget Amendment / BA #10-0102 Project Management of South Viking Improvement Project, Phase 3A
- * * * Award of Viking Avenue Phase 3B Construction Project
- * * * Amendment No. 7 for Viking 3B Construction Services with Parametrix
- * * * Task Order with Krazan for Geotechnical Services on the Fjord Slide Repair
- * * * Resolution No. 2010- 04, Gaines Annexation

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and asked Parker Lowney to lead the Pledge of Allegiance.

2. MAYOR’S REPORT AND CHANGE TO AGENDA

- a. City Hall update: Public Works Director Loveless briefed the Council on the continued construction of City Hall with the window installation beginning this week; sidewalk and curb installation; and the exterior stairway has been poured. The bid for the furniture contract has been amended and will be opened next week.
- b. Mayor Erickson reported:
 - City Hall will be open on a limited basis on March 26th, to allow city staff to clean and prepare for the move to the new City Hall.
 - Thanked Home Depot for donating a refrigerator to the Poulsbo Police Department.
 - The update of the Shoreline Regulations and requested the public complete the survey, which is available on the city website.

- Proposed stimulus grant application, through Kitsap Regional Coordination Council (KRCC) to expand the Kit-Net system, and requested Council concurrence to commit to \$5,000 (\$1,667 per year for 3 years), the city's share of the \$3 million grant. Council concurred.
- The current Mayor's Report is available on the city's website and has been distributed to Council. The report will be published quarterly.

3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Stern complemented the Parks and Recreation Department and Parks Board on the new map and park guide.
- b. Councilmember Berry-Maraist commented on her attendance at a KRCC meeting and discussion regarding upcoming stimulus funding opportunities. Mary McClure, Kitsap Regional Coordinating Council (KRCC), complemented the City of Poulsbo on being well prepared on applying for grants and stimulus funding. Berry-Maraist also noted she received a comment from a citizen outside of city limits, that the Viking Avenue project was well done. Mayor Erickson stated a ribbon cutting for the Viking Avenue project will take place on April 9th.
- c. Councilmember Rudolph commented on the Transportation 2040 comments from the City of Poulsbo, Bainbridge Island, Port Orchard, and Kitsap County; which will be summarized by Mary McClure, KRCC.
- d. Councilmember Henry commented on a discussion with Suquamish Chairman Forsman, to arrange a joint meeting with the tribe. Forsman offered to host the meeting at Kiana Lodge. The meeting will tentatively be planned for April, after the tribe's elections.

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

- a. **Public Works Committee:** Councilmember Rudolph commented, business items c, d, e & f, were discussed and recommended approval, by Councilmember Rudolph and McGinty; Councilmember Berry-Maraist was absent.

5. CITIZEN COMMENTS

- a. Verdale Pool, Poulsbo, thanked the council for the placement the stop signs, however commented on the excessive running of stop signs and speeding. Pool urged the city to enforce the traffic laws.

- b. Janetmarie Valiga, Poulsbo, commented on the continued problems with the Saturday airings of the Council Meetings on (Bremerton Kitsap Access Television) BKAT, and her desire to volunteer on the American with Disabilities Act (ADA) committee.

6. CONSENT AGENDA

MOTION: McGinty/Henry. Move to approve Consent Agenda item a.

Motion carried unanimously.

The items listed are:

- a. Budget Amendment / BA#10-0101 Noll Road Improvements

7. MAJOR BUSINESS ITEMS

a. Special Event – Boy Scout Troop #1571

Parks and Recreation Director McCluskey reported on the Boy Scout Troop 5K Run on Saturday, April 24th and their request to use Raab Park; there will be no street closures.

Ellen Dougherty, Boy Scout Troop 1571, briefed the Council on the event and fundraising efforts.

Councilmember Berry-Maraist reported the Community Services Committee reviewed the application and recommends approval.

MOTION: Berry-Maraist/McGinty. Move to approve the April 24th special event at Raab Park through Boy Scout Troop 1571 as presented.

Motion carried unanimously.

b. Presentation – Kid’s Clean Up Day – Darby Lowney

Darby Lowney reported Kid’s Clean Up Day will be held on Saturday, March 6th, and explained the purpose of Kid’s Clean Up Day and stated donations and food collected will be given to Poulsbo Fishline. Lowney further commented on the success of last year’s Clean Up Day, goals for 2010, and invited the Council and citizens to get involved and help.

Councilmember Berry-Maraist recused herself from discussion and voting on items c, d and e.

c. Budget Amendment/BA #10-0102 Project Management of South Viking Improvement Project, Phase 3A

MOTION: Rudolph/McGinty. Move to approve Budget Amendment #10-0102 in the amount of \$10,000, for the South Viking Avenue Improvement Project, phase 3A.

Motion carried unanimously. Recused: Berry-Maraist

d. Award of Viking Avenue Phase 3B Construction Project

Assistant Public Works Director Kasiniak reported the City received eight very competitive bids for the project. A protest was received by the second lowest bidder, however City Attorney Haney reviewed the complaint and recommends rejection of the protest and award the contract to the lowest bidder.

MOTION: Rudolph/McGinty. Move to authorize the Mayor to award the construction contract for the South Viking Avenue Improvements project, phase 3B, to Tri-State Construction in the amount of \$723,181.12 and authorize the Mayor to sign change order up to 10%.

DISCUSSION: Councilmember Lord requested confirmation that the letter explaining the denial of the protest was reviewed by the City Attorney; Loveless explained the City Attorney did review and assist with the drafting of the denial letter.

Councilmember Henry questioned if the omission of the subcontractor in the bid, affected the bid amount; Kasiniak clarified the bid was not affected.

Motion carried unanimously. Recused: Berry-Maraist

e. Amendment No. 7 for Viking 3B Construction Services with Parametrix

MOTION: McGinty/Lord. Move to approve Amendment No. 7 to the existing agreement for professional services with Parametrix in the amount of \$66,611.00 for construction engineering and surveying services required for the Viking Avenue Improvements, Phase 3B project.

Motion carried unanimously. Recused: Berry-Maraist

f. Task Order with Krazan for Geotechnical Services on the Fjord Slide Repair Project

Assistant Public Works Director Kasiniak reported Fjord Drive will be closed to all traffic (local access only) on March 9th in order to bore holes for the geotechnical study.

MOTION: Lord/McGinty. Move to approve the Task Order with Krazan & Associates in the amount of \$34,940.00 for geotechnical services related to the Fjord Drive Slide Repair project.

DISCUSSION: Councilmember Bauman clarified the geotechnical study will also be helpful to future utility lines near the location and the Shoreline Master Plan study.

Motion carried unanimously.

g. Resolution No. 2010-04, Gaines Annexation

Associate Planner Berghoff stated a resolution is being required by the Boundary Review Board (BRB) to formalize the action taken by the Council on September 2, 2009 to approve the petition circulation. The City disagrees with the requirement, however has drafted a resolution to allow the annexation to move forward.

MOTION: McGinty/Henry. Move to approve Resolution No. 2010-04 a Resolution of the City Council of the City of Poulsbo, Washington, ratifying submission to the Washington State Boundary Review Board (BRB) for Kitsap County of a notice of intention to annex for the Gaines Annexation, BRB File No. 10-001, and directing the Mayor or her designee to take all necessary steps to receive approval of the annexation from the BRB.

Motion carried unanimously.

h. Resolution No. 2010-05, Chamberlin/Tibbits Annexation

Removed from the agenda until a later date.

8. DEPARTMENT/COMMITTEE REPORTS

- a. Assistant Public Works Director Kasiniak reported on installation of reflectors and painting on Viking Avenue over the next few days, causing some traffic disruption.
- b. Councilmember Stern commented on the addition of a congestion and mobility strategies element, specifically telecommuting, to Transportation 2040.

- c. **Finance/Administration Committee**: Councilmember Lord reported on an increase in sales tax; Real Estate Excise Tax report for January; potential rental income and the annualized payments from Kitsap County for their space in the new City Hall.

Councilmember Rudolph reported on discussion at the Project Team meeting, that essentially no money has been used from the construction contingency.

Lord further commented on the minimal change orders that have been submitted for City Hall; discussion on the revisions to Poulsbo Municipal Code section 2.04; and an additional Deferred Compensation Plan that will be made available to employees.

Councilmember Stern reported there will not be a change to the Council travel budget; the committee discussed requiring Council to have travel and training outside of liaison related trainings/meetings, approved by Council. However the decision was made to leave the policy as is.

- d. **Parks and Recreation Commission**: Councilmember Bauman commented on his attendance at the Parks and Recreation Commission meeting where discussion included Kingston's desire to create a Parks District, and updating of fees.
- e. **Public Works Committee**: Councilmember Berry-Maraist reported on discussion on amendments to PMC Title 18 and 19, which will be coming forward to the Council; and budget amendment for the Mesford project.
- f. **City Hall Project Team**: Councilmember Rudolph reported the furniture bid opening will take place on Tuesday, March 8th, and the Information Technology (IT) budget for network and phones, has been finalized.

Councilmember Stern requested the Council receive a summary of the budgeted and actual amounts for furniture, IT, construction and contingency items.

9. CONTINUED COMMENTS FROM CITIZENS

- a. Tony DiCarlo, Poulsbo, commented the need to improve the storm drains in the Ridgewood neighborhood and the frequent flooding due to the inadequate drains.
- b. Steve Johnson, Poulsbo, commented on the Tibbits annexation meeting that was held last week, where questions were raised regarding taxes, utility requirements. Johnson provided suggestions for future annexation meetings to

allow citizens to get their questions answered and the potential of staff taking meeting minutes.

10. COUNCILMEMBER COMMENTS

- a. Councilmember Stern commented on an article in the Wall Street Journal regarding transportation build out versus alternatives; the increasing residential construction in the city; and Olympic College has decided to replace their Nursing program with a running start/transfer student program at the Poulsbo campus.
- b. Councilmember Bauman commented on his attendance at the Friends of the Library meeting and a presentation by Judy Driscoll, author of "The Spirit of Poulsbo".
- c. Councilmember Berry-Maraist requested confirmation on the Joint Council meeting with the City of Bainbridge Island; Mayor Erickson stated the meeting has tentatively been planned for March 31st at Bainbridge Island, and more details and an agenda will be forwarded to the Council shortly.
- d. Councilmember Rudolph commented on his attendance at the Poulsbo Historical Society meeting, noting there will be a table at Central Market to sale the "The Spirit of Poulsbo" and several other marketing campaigns in the next few weeks. Rudolph also stated this Saturday the North Kitsap Baptist Church will be at the Parks and Recreation Center painting.

11. ADJOURNMENT

MOTION: McGinty/Bauman. Move to adjourn at 8:47 PM.

Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk

