

POULSBO CITY COUNCIL MEETING OF MARCH 17, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Lord, McGinty, Rudolph, and Stern.
Staff: Booher, Diehl, Loveless, McCluskey, Wright.

MAJOR BUSINESS ITEMS

- * * * Resolution No. 2010-09, Withdrawal of City Hall Furniture Low Bid
- * * * Claims for February 1-28, 2010
- * * * Payroll for February 1-28, 2010
- * * * Authorize Disposal of Surplus Goods
- * * * Presentation – SR 305 Culvert Replacement – Kevin Dayton / Jerry Moore
- * * * Presentation – North Kitsap Trails Association
- * * * Workshop: Draft Park Impact Fee Ordinance

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. MAYOR'S REPORT AND CHANGE TO AGENDA

- a. City Hall update – Public Works Director Loveless explained the construction is proceeding at a good pace. Site work continues with installation of the landscaping rocks last week; in addition the elevator, sheetrock, exterior siding and roofing will begin in the coming weeks. The water test on the green roof was completed and insulation can now begin.

Loveless stated two bids were received for the furniture, the lowest bidder would like to withdraw their bid and it is recommended the second lowest bidder be awarded the contact.

MOTION: Lord/Berry–Maraist. Move to approve Resolution 2010-09 allowing the withdrawal of the bid of Interior Development East received by the City for the Poulsbo City Hall Loose and Modular Furniture and awarding the contract to the second low bidder, OM Workspace.

Motion carried unanimously.

- b. Introduction of New Citizen Volunteer – Sergeant Bob Wright introduced the departments newest citizen volunteer Kenneth Harris.

- c. Mayor Erickson commented on the continuous issue of tiles on Haven Vei lifting up and causing safety issues. Trees will be removed, new trees will be planted in containers and the tiles will be replaced. Mayor Erickson requested council concurrence to use funds from the Urban Forestry to fix the problem; Council concurred.
- d. Executive Session: Mayor Erickson recessed the meeting at 7:11 PM, for a 10 minute executive session for the purpose of discussing a real estate transaction. At 7:21 PM Mayor Erickson extended the executive session for 5 additional minutes. Mayor Erickson called the regular meeting being back to order at 7:32 PM.
- e. Mayor Erickson thanked Home Depot for their generous donation of the refrigerator to the Police Department.

3. MAYOR AND COUNCIL DISCUSSION

None.

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

None.

5. CITIZEN COMMENTS

None.

6. CONSENT AGENDA

MOTION: McGinty/Berry-Maraist. Move to approve Consent Agenda items a and b.

Motion carried unanimously

The items listed are:

- a. Claims – February 1-28, 2010
- b. Payroll – February 1-28, 2010

7. BUSINESS AGENDA

a. Authorize Disposal of Surplus Goods

Finance Director Booher stated all surplus items have been offered to all city departments; items not wanted that have value will be placed on Craig's List, and other items of no value will be disposed of.

MOTION: McGinty/Berry-Maraist. Move to approve the disposal of the attached surplus listing in accordance with the City of Poulsbo Ordinance No. 94-08.

Motion carried unanimously.

b. Presentation: SR 305 Culvert Replacement – Kevin Dayton / Jerry Moore

Kevin Dayton, Washington State Department of Transportation (WSDOT) provided a brief update on the revised design of the State Route 305 Culvert Replacement project. Jerry Moore, WSDOT, briefed the council on the details of the project, noting the highway will not be closed however there may be single lane closures during the night and when trees need to be fell, but daytime road closures will be kept to a minimum. Moore further explained the process will include pipe jacking and pipe ramming.

Council concerns included the noise of the pipe jacking and the experience with using that method for projects. The Council thanked WSDOT for the revised project and for not closing SR 305.

MOTION: Henry/Lord. Move to void the Detour Agreement with the Washington State Department of Transportation commonly known as SR305 Unnamed Tributary to Liberty Bay/Bjorgen Creek – Fish Passages. Motion carried unanimously.

c. Presentation – North Kitsap Trails Association (NKTA)

Lynn Shorn, NKTA, and John Kuntz, NKTA, introduced themselves and provided the Council with NKTA brochures. Shorn briefed the council on the survey and brochure that is available, and the desire for community involvement. Shorn provided an overview of the purpose, vision and goals for the association.

Councilmember Stern thanked Councilmember Berry-Maraist for her involvement in the North Kitsap Trails Association.

Kuntz announced Paddle Kitsap will be coming to Poulsbo on Saturday, August 7th.

d. Workshop: Draft Park Impact Fee Ordinance

Parks and Recreation Director McCluskey introduced the Parks and Recreation Commission members present, Harold Benny, Steve Calhoun, Becky Lorber, Aaron Murphy, Mike Regis, and David Wymore (Carlotta Cellucci was not present).

Karla Boughton, kb Consulting, provided an overview of the purpose of the workshop, the methodology of how the fee would be established, which includes future park need, acquisition and development costs, and total park costs, and adjustment factor. The City's portion of the financing will come from Park Reserves, grants, donations and partnerships. Boughton explained the

adjustment factor options for the Council and Commission to consider. The City currently charges \$500 for park mitigation fee, which has not changed since 1992.

Council and Parks Commission comments included:

- Current level of service (LOS) of current parks vs. adopted LOS for new population.
- Inclusion of parks shared with the schools.
- Operations and maintenance costs, and the lack of available grants.
- Grants for acquisition costs.
- The need for community and developer input.
- Consideration of community contributions.
- Developer donation in lieu of fees.
- Staggered increase.

The Council and Parks Commission requested further information on shared parks with the schools, quantifying the amount of volunteer hours that have been used in current City Parks and the amount of grants funds that have been previously received; and bring that information back for further discussion.

8. DEPARTMENT/COMMITTEE REPORTS

- a. Finance Director Booher reported Davis Grimm Payne & Marra has provided an amended Flat Rate agreement and has greatly reduced their rates from the previous agreement. Councilmember Lord stated the Finance Administration Committee has discussed and recommends approval of the new agreement. Mayor Erickson requested Council concurrence; Council concurred.
- b. **Finance/Administration Committee:** Councilmember Lord stated a \$2 million bridge loan for the new City Hall has been requested from Key Bank, to be used until the current properties sell; Council concurred to move forward. Lord also requested council concurrence to reduce the Executive Assistant's hours as of July 1st to a permanent half time position; Council concurred.
- c. **Westsound Watershed Council:** Councilmember Berry-Maraist reported on the Salmon Recovery project and the funding for the project.
- d. **Public Safety/Legal Committee:** Councilmember McGinty reported Judge Tolman received his new video conference screen, thefts have increased and the Police Department received the new canine dog.

9. CONTINUED COMMENTS FROM CITIZENS

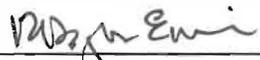
None.

10. COUNCILMEMBER COMMENTS

- a. Councilmember Henry reported Leonard Forsman, Suquamish Tribe chair, may not attend the Joint Council meeting with Bainbridge Island due to unrelated issues the tribe has.
- b. Councilmember Rudolph commented the Council discussed reformatting the agenda at the previous Council meeting, and the current agenda did not include those revisions; Mayor Erickson stated City Clerk Boltz has not made the revisions to the agenda yet. Rudolph also stated the Poulsbo Historical Society will hold a special meeting on April 13th at the Poulsbo Fire Department, regarding the history Poulsbo District 18 Fire Department; and commented on the history on Saint Patrick.
- c. Councilmember Lord stated the Department of Emergency Management has activated the Emergency Severe Weather shelter tonight, at First Lutheran Church.

11. ADJOURNMENT

MOTION: McGinty/Henry. Move to adjourn at 9:57 PM.
Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Kati Diehl, Office Clerk II