

POULSBO CITY COUNCIL MEETING OF JULY 7, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Rudolph, Stern.
Staff: Boltz, Booher, Kasiniak, Kingery, Loveless, Stephens.

ABSENT: Councilmember Lord and McGinty.

MAJOR BUSINESS ITEMS

- * * * Minutes of May 19, 2010 City Council Meeting
- * * * Budget Amendment/BA #10-0301- Fjord Slide Repair Project
- * * * Budget Amendment/BA #10-0302- HPDA Downtown Flower Basket Program
- * * * Set Public Hearing for 2011-2016 Six Year Transportation Improvement Plan
- * * * Debt Policy
- * * * Project Selection for Federal Enhancement Funding
- * * * Proposed Revision of One-way Traffic on Fjord Drive
- * * * Award Official Newspaper Contract
- * * * Resolution No. 2010-11, Award Official Newspaper Contract

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 AGENDA REVIEW

- a. Mayor Erickson announced business item 7d, Proposed Revision of One-way Traffic on Fjord Drive will be held as a workshop, with citizen comments during that time; and will be held as the first business agenda item.
- b. Mayor Erickson expressed her sympathy on the passing of Muriel Williams.
- c. City Hall Update: Public Works Director Loveless reported on the projected completion of the building by late August and an additional change order has been received for the security gates on the 2nd and 3rd floors, due to an error by the contractor. Loveless and Project Manager Rich Potter believe the change order request is inflated, however the materials have been ordered, a majority of the work is complete and the security gates are needed. The project team has recommended modifying the change order to approximately \$16,000 and allowing the additional 21 days of work, however not include the extended overhead for the additional work days; Council concurred.

Councilmember Rudolph stated the Project Team has determined the committee no longer needs to meet; at this point in the project there are few change orders that need full committee review. Rudolph recommended allowing Mayor Erickson to assume the authority for "in scope" change orders up to \$25,000; the Mayor will call the Project Team together should an out of scope change order be received. Council concurred.

- d. Mayor Erickson announced business item 6c, Debt Policy, has been pulled from the agenda for further review by the Finance Administration Committee.

3. COMMENTS FROM CITIZENS

- a. Rita Hagwell commented on the proposed housing development on Viking Avenue, the inclusion of Marelaine Lane in the Gaines Annexation, and the placement of a port-a-potty near her driveway.
- b. Bill Austin commented on the passing of Muriel Williams and offered to make the sign for the park that will be renamed after Muriel.

4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. Public Works Committee: Councilmember Berry-Maraist reported the committee discussed the Fjord Drive slide repair budget amendment and one-way traffic proposal; review and recommendation for approval of the Project Selection for Federal Enhancement Funding.
- b. Finance/Administration Committee: Councilmember Stern commented the committee has requested further review and refining of the Debt Policy document.

5. CONSENT AGENDA

MOTION: Rudolph/Berry-Maraist. Move to approve Consent Agenda items a through c.

Motion carried unanimously. Absent: Lord and McGinty.

The items listed are:

- a. Minutes of May 19, 2010 City Council Meeting
- b. Budget Amendment/BA #10-0301- Fjord Slide Repair Project
- c. Budget Amendment/BA #10-0302- HPDA Downtown Flower Basket Program

6. BUSINESS AGENDA

a. **Workshop: Proposed Revision of One-way Traffic on Fjord Drive**

Public Works Director Loveless reported on the recommendation to close Fjord Drive at Ryen Street, as drivers are not complying with the closed street signs, due to the slide on Fjord Drive.

Councilmember Rudolph stated the Public Works Committee discussed the proposal, with two members recommending approval. The business owners and residents on the west side of Fjord Drive have restricted access from Hostmark, and there is a safety hazard at the blind curve near the tennis courts on Fjord Drive.

Councilmember Berry-Maraist expressed concern with the small width of Ryen Street and lack of sidewalks, to detour traffic of an arterial street.

Mayor Erickson requested citizen comments.

- a. Ken Winslow expressed his support for permanent one-way traffic and stated more enforcement is needed.
- b. Mike Wall stated Ryen Street is far too narrow for arterial traffic and suggested Fjord Drive be exclusively one way the entire length.
- c. Tracy Wall commented Ryen Street is too narrow for two way traffic and suggested, if one way traffic is going to be implemented the roads be restriped.
- d. Gene Fullerton commented enforcement is needed and all citizens along Fjord need to be notified of any changes that are made.
- e. Sue Lund commented on the amount of time it takes to go around on 6th Avenue versus Fjord Drive is minimal and citizens will get in the habit of using a one way street.
- f. Ross Lund stated enforcement is key to any road restriction or change made and safety is a concern in the area.
- g. Debbie Rock encouraged the Council to not make continuous changes to determine what will work, because it will confuse drivers and suggested implementing permanent one way traffic.

Council discussion included:

- Soliciting more citizen input by residents of the entire area.
- Benefits of one-way traffic on the entire length of Fjord Drive.
- The lack of a stop sign at 6th Avenue, as a traffic calming measure should 6th Avenue be used as an alternate route.
- The need for stricter enforcement.
- Concern with using Ryen Street as an alternate route.
- Postpone making a decision, until traffic modeling on Fjord Drive has been reviewed.

b. Set Public Hearing for 2011-2016 Six Year Transportation Improvement Plan

MOTION: Berry-Maraist/Henry. Move to set the public hearing for the Six Year Transportation Improvement Program on August 4, 2010.

Motion carried unanimously. Absent: Lord and McGinty.

c. Debt Policy

Removed from agenda, for further review by the Finance Administration Committee.

d. Project Selection for Federal Enhancement Funding

Assistant Public Works Director Kasiniak reported Puget Sound Regional Council (PSRC) will be distributing funds for non-motorized enhancement projects. The Engineering Department has considered a number of projects for potential funding; the recommendation of the department and the Public Works Committee is to bring forward the Liberty Bay Waterfront Trail project. Kasiniak identified the allocated funds to serve as matching funds for the project, should the City receive the funding.

Mayor Erickson stated the Port of Poulsbo has expressed interest in partnering with the City on this project.

MOTION: Berry-Maraist/Rudolph. Move to bring the Liberty Bay Waterfront Trail project forward as the top priority for federal enhancement funding and allocate \$42,000 from Street Reserves and \$8,000 from Path and Trails Reserves to serve as matching funds.

Motion carried unanimously. Absent: Lord and McGinty.

e. Award Official Newspaper Contract

Finance Director Booher stated the City received bids from North Kitsap Herald and Kitsap Sun; however Kitsap Sun's bid contained several errors and they omitted the required sample advertisement. Therefore it is recommended the contract be awarded to North Kitsap Herald.

MOTION: Bauman/Stern. Move to approve the award of the Bid #10-014 for the Official Newspaper for the City of Poulsbo to the North Kitsap Herald and authorize the Mayor to execute the contract.

Motion carried unanimously. Absent: Lord and McGinty.

f. Resolution No. 2010-11 , Award Official Newspaper Contract

MOTION: Henry/Berry-Maraist. Move to adopt Resolution No. 2010-11, a resolution of the City Council of the City of Poulsbo, Washington, designating

the North Kitsap Herald as the City's Official newspaper for the term of August 1, 2010 through July 31, 2011.
Motion carried unanimously. Absent: Lord and McGinty.

7. DEPARTMENT HEAD/COUNCIL COMMITTEE/BOARD/COMMISSION REPORTS

- a. Councilmember Rudolph reported at the Poulsbo Historical Society meeting there was discussion regarding lease/purchase of space in the new City Hall and storage space.
- b. Kitsap Regional Coordinating Council: Councilmember Rudolph commented on the Countywide Planning Policies discussion and incorporating changes from the Vision 2040 document.
- c. Councilmember Berry-Maraist reported on:
 - Public Works Committee: Councilmember McGinty is now the Chair; review of the Six Year Transportation Plan and the Shoreline Management Plan.
 - North Kitsap School District budget issues and the possible elimination of the School Resource Officer (SRO) program.
 - Discussion with Kevin Dayton, Washington State Department of Transportation (WSDOT) regarding the safety concerns for bicyclists on Highway 305.
 - North Kitsap Legacy Partnership project proposal for an approximate location of the Uplands development.
 - At the next Kitsap Regional Coordinating Council Transportation Policy Board meeting there will be discussion on the top priority projects for the North Kitsap region.
- d. Parking Advisory Committee: Councilmember Bauman reported on the downtown parking garage discussion and possible locations and funding sources. The next meeting will be next Tuesday, to continue the discussion on the next steps.
- e. Finance/Administration Committee: Councilmember Stern reported on:
 - Monthly sales tax is tracking slightly above projections.
 - Discussion and review of the 2010 budget and potential changes to reduce expenditures and increase revenues. Mayor Erickson provided several recommendations to minimize expenditures for the remainder of the year.
- f. Councilmember Henry reported on his attendance at the AWC Annual Conference, along with Councilmember Stern.

8. CONTINUED COMMENTS FROM CITIZENS

- a. Rita Hagwell presented photos of debris on her driveway and her opposition to the homes that are proposed on Viking Avenue.
- b. Tom Foley thanked the Council, Mayor and City staff for renaming the park after Muriel Williams.

9. COUNCILMEMBER COMMENTS

- a. Councilmember Rudolph commented on the passing of Muriel Williams.
- b. Councilmember Berry-Maraist stated the Washington State Transportation Commission will be holding a meeting September 30th in Bremerton regarding ferries; the proper way to dispose of prescription medications; and provided alternative parking garage options.
- c. Mayor Erickson expressed her appreciation for the hard work that is being done by Public Works Director Loveless and Project Manager Rich Potter on the City Hall project; and to the Police and Public Works Department for the work during the 3rd of July.
- d. Mayor Erickson advised the Council, at the Puget Sound Regional Council Executive Board meeting there was a \$750 million Washington State Department of Transportation project on the consent agenda, which she request to be pulled for further review and clarification.
- e. Councilmember Stern commented on the passing of the Muriel Williams. Stern further commented on the reconstruction of the Raab Park stage, thanking Home Depot, Dick Prine, Windermere and Public Works staff for their work.

10. ADJOURNMENT

MOTION: Henry/Rudolph. Move to adjourn at 9:19 PM.
Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk