

POULSBO CITY COUNCIL MEETING OF SEPTEMBER 1, 2010

MINUTES

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

MAJOR BUSINESS ITEMS

- * * * Minutes of June 16, 2010 City Council Meeting
- * * * Julian Annexation- Initial Meeting
- * * * Resolution No. 2010-16 , Debt Policy
- * * * Special Event Approval – Poulsbo Marathon
- * * * Variance Request – 4th Avenue
- * * * Ordinance No. 2010-18 , PMC 5.04 Business Licensing & Special Events
- * * * Ordinance No. 2010-19 , PMC 12.32 Park Use

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. City Hall Update: Public Works Director Loveless reported the building completion by the end of September and the furniture installation is planned for October 18th. The move in date is tentatively planned for mid November.

Loveless further reported Lewis Architecture has submitted a change order for additional services in the amount of \$20,200; the contract completion date has expired and the architect will continue to provide services for approximately 3 additional months, not to exceed \$22,500. Councilmember Rudolph stated the Project Team discussed and recommends approval of the change order.

MOTION: Rudolph/Lord. Move to authorize the Mayor to sign the additional services authorizations with Lewis Architects to reimburse them for prior services beyond the scope of the contract in the amount of \$20,200, and for additional services beyond the completion date of their contract in the amount not to exceed \$22,500.

Motion carried unanimously.

- b. Chief Swiney introduced Chaplain Ken Bailey who will be providing Chaplain Services to the City; and provided an overview of the Chaplain Program.
- c. Mayor Erickson announced that citizens now have the ability to pay City bills on the City website.
- d. Mayor Erickson reported she is continuing to discuss the District Courts inclusion in the new City Hall with Commissioner Bauer, regardless of the outcome Kitsap County will still be financially obligated to contribute to the building.
- e. Mayor Erickson stated thirteen applications have been received for the Voluntary Separation Program; therefore no involuntary lay-offs will be needed.

3. COMMENTS FROM CITIZENS

None.

4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. **Public Works Committee:** Councilmember Berry-Maraist reported on future storm water grants opportunities and the idea of partnering with the School District on the Dogfish Creek Stormwater project.
- b. Councilmember Rudolph expressed his appreciation to Public Works Department for the Mesford Improvements. Rudolph also announced he will be resigning from the City Council effective December 31, 2010.
- c. Councilmember Stern expressed his appreciation to Councilmember Rudolph for his many years of service.

5. CONSENT AGENDA

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

Motion carried unanimously

The items listed are:

- a. Minutes of June 16, 2010 City Council Meeting

6. BUSINESS AGENDA

a. Julian Annexation- Initial Meeting

Associate Planner Berghoff reported the City has received a petition with the required 10% assessed value of the proposed annexation area. Kitsap County and Kitsap Regional Coordinating Council (KRCC) were provided the annexation proposal; no comments were received. Berghoff explained the location of the proposed annexation; zoning; an alternative proposal to avoid creating an island of City property; and the impacts of creating an island.

Council discussion included the impacts of the creation of an island, the possibility of the Boundary Review Board (BRB) invoking jurisdiction, and cleaning up the eastside City limit boundaries.

MOTION: Lord/Bauman. 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 original proposed Julian Annexation.

Motion carried unanimously.

b. Resolution No. 2010-16, Debt Policy

Finance Director Booher reported the Finance Committee recommended a review of the debt annually; and the policy has been reviewed by the City Attorney and Bond Council.

MOTION: Henry/Lord. Move to adopt Resolution No. 2010-16.

Motion carried unanimously.

c. Special Event Approval – Poulsbo Marathon

Parks and Recreation Director McCluskey provided an overview of the proposed event, the route of the marathon and the need for a Police Officer at the location where runners would be crossing the road. The Community Services committee discussed the proposal and recommends approval.

Councilmember Rudolph stated it would be unrealistic to believe runners would only use the sidewalks and bike lanes, and should be considered as such.

Councilmember Berry-Maraist clarified this is an inaugural event and the participation will not be a large amount. Berry-Maraist added Chief Swiney comments were that he would be ok with the use of volunteers at the locations where runners will be crossing the road, opposed to the use of Police Officers.

MOTION: McGinty/Berry-Maraist. Move to approve the Poulsbo Marathon as presented in the Application for Special Event, with the stipulation that the special event permit through the Washington State Patrol will be secured; and volunteers be placed at Front Street and Jensen Way, Front Street and Lindvig, and Fjord Drive and Hostmark, as discussed.

DISCUSSION: Councilmember Bauman shared Councilmember Rudolph's concern with the impact on City Street and runners running in the road.

Motion carried unanimously.

d. Variance Request – 4th Avenue

Councilmember Bauman recused himself from the discussion and vote, due to the fact that he is in process of purchasing a property in the development.

Assistant Public Works Director Kasiniak explained the developer's proposal for a variance in the Poulsbo Place III development, to replace a 3 foot shoulder with an 8 foot parking lane; which would provide approximately 16 parking stalls.

Councilmember McGinty reported on the Public Works Committee discussion and recommendation of approval.

MOTION: Berry-Maraist/McGinty. Move to approve elimination of the 3' paved shoulder portion of 4th Avenue, Neighborhood Collector fronting Poulsbo Place Division 7. This will allow for single 12' wide southbound traffic lane, contingent upon providing bulb-out 8' parking lane.

Motion carried. Recused: Councilmember Bauman

e. Ordinance No. 2010- , PMC 5.04 Business Licensing & Special Events

City Clerk Boltz reported on the creation of the Special Event application and the streamlining of the internal processes.

Council discussion included multi-site event, exemptions and review of events on private property.

Council concurred to make the suggested revisions to the ordinance and review by the Community Services Committee.

f. Ordinance No. 2010-18, PMC 12.30 Park Regulations and 12.32 Park Use

Parks and Recreation Director McCluskey explained the ordinance allows for a Beer Garden in a City park and updates needed to include the use of alcohol in city park event applications and insurance requirements.

Councilmember Rudolph suggested neighbors be notified of events that will have an adverse impact (beer garden and loud music). City Clerk Boltz recommended that requirements be included in the Special Event application, not in the ordinance.

MOTION: Henry/McGinty. Move to adopt Ordinance No. 2010-18, Amending Chapter 12.30 and 12.32 of the Poulsbo Municipal Code, with the two revisions as described.

Motion carried unanimously.

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

- a. City Engineer Kasiniak reported the Viking Avenue Project Phase 3A is nearing completion; next Monday Phase 3B will begin. Kasiniak also reported on the completion of the Mesford Improvement Project .
- b. Councilmember Bauman reported on:
 - a. Marine Science Center: Since the re-opening of the center, there is now a floating lab that is equipped for classes and there have been 50 days of scheduled class visits this year.
 - b. Community Services Committee: Review of the Parks and Recreations department budget.
 - c. Parks and Recreation Commission: Visit to City owned land including a site near Noll Road, parcels near Olympic College, and Fish Park near Bond Road, for possible expansion with grant funding.
 - d. Parking Committee: Low Impact Development concepts were presented, to possibly use in future parking projects. At the next meeting the committee will begin forming recommendations to bring forward to Council.
- c. Public Works Committee: Councilmember McGinty reported on proposed future contracts that will be coming forward in the next 5 years that will be managed by the Engineering Department and discussion on how the contracts will be managed at the necessary level.
- d. Mayor Erickson commented on original goal to form a “Neighborhood Congress”, however she has realized that will no be possible. Therefore, she will be in her office and available to the public on Saturdays, from 9:00 AM to 12:00 PM.
- e. Capital Improvement Plan Committee: Councilmember Berry-Maraist reported on discussion regarding road maintenance and how to balance the need for maintenance in a time of declining resources.
- f. Councilmember Berry-Maraist stated the transportation study for Highway 305 was not included on the Kitsap Regional Coordinating Council (KRCC) top priority list, the Highway 305 project as well as improvements to Highway 104, should be considered.
- g. Economic Development Committee: Councilmember Rudolph reported on discussion on the status of the Lindvig Bridge Beautification project, and the

updated Kitsap Peninsula Visitor and Convention Bureau (KPVCB) brochure that better markets the County as a whole.

- h. Finance/Administration Committee:** Councilmember Stern reported on a forthcoming budget amendment for Legal Service fees; review of the bond indebtedness policy, Real Estate Excise Tax, sales tax reports; the District Court not relocating to the new City Hall and the impact to the City.

8. CONTINUED COMMENTS FROM CITIZENS

- a. Tony DiCarlo commented on the method of notification to neighbors for public events and provided suggestions for notification.
- b. Tom Anderson, North Kitsap School District, expressed his appreciation to Councilmember Rudolph for his years of service on the City Council and his contributions to the community.

9. COUNCILMEMBER COMMENTS

- a. Councilmember Lord, Bauman, Berry-Maraist and McGinty commented on Councilmember Rudolph's resignation announcement and expressed the gratitude.
- b. Councilmember Berry-Maraist commented on a citizen observation on the decrease traffic speed on 6th Avenue due to the traffic speed monitors.
- c. Councilmember Henry commented the Suquamish Tribe has an unusually large amount of salmon, and their interest in partnering in the Dogfish Creek project.

10. ADJOURNMENT

MOTION: Stern/Henry. Move to adjourn at 9:38 PM.
Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk