

**POULSBO CITY COUNCIL MEETING OF DECEMBER 15, 2010**

**MINUTES**

**Present:** Mayor Erickson; Berry-Maraist, Bauman, McGinty, Henry, Stern, Lord, Rudolph.  
Staff: Berezowsky, Boltz, Booher, Kasiniak, Kingery, Loveless, McCluskey, Stephens, Swiney  
Also present: Karla Boughton, kb Consulting

**MAJOR BUSINESS ITEMS**

- \* \* \* Agreements signed by the Mayor
- \* \* \* Claims – November 1 – 30, 2010
- \* \* \* Payroll – November 1 – 30, 2010
- \* \* \* Budget Amendment, BA#10-0413 JAG Grant
- \* \* \* Budget Amendment, BA#10-0414 Bullet Proof Vest Grant
- \* \* \* Budget Amendment, BA#10-0415 Alarm System
- \* \* \* Budget Amendment, BA#10-0416 Public Works Budgets
- \* \* \* Budget Amendment, BA#10-0417 Parks and Recreation Department
- \* \* \* Resolution No. 2010-22, 2011 Salaries and Wages
- \* \* \* Minutes of August 4, 2010 City Council Meeting
- \* \* \* Minutes of September 1, 2010 City Council Meeting
- \* \* \* Minutes of September 8, 2010 City Council Meeting
- \* \* \* Minutes of September 15, 2010 City Council Meeting
- \* \* \* Minutes of November 17, 2010 City Council Meeting
- \* \* \* Minutes of December 4, 2010 Special City Council Meeting
- \* \* \* Bid Award: Noll Road Project
- \* \* \* Contract Award 4<sup>th</sup> Avenue Paving
- \* \* \* Surplus Furniture and Equipment
- \* \* \* Ordinance No. 2010-28, 2011 Budget
- \* \* \* 7:15 PM Public Hearing: 2010 Development Regulations Update Amendments Phase I
- \* \* \* Workshop: Urban Paths of Poulsbo – Trails Plan

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**2. MAYOR'S REPORT AND AGENDA REVIEW**

- a. Mayor Erickson reported on:
  - Agreements signed by the Mayor

- Viking Avenue construction has been delayed due to the inclement weather. The project is anticipated to be completed sometime in January 2011, dependent on weather.
  - The sign ordinance will be enforced beginning next year, specifically sandwich boards.
  - The Mayor is available Saturday mornings in the Council Chambers for the public to stop by.
  - The City Hall parking garage is available to the public at no charge.
  - There will be a celebration in honor of Councilmember Rudolph's last Council meeting, at the conclusion of the meeting.
- b. Mayor Erickson announced business agenda item 7-e, Public Hearing: 2010 Development Regulations Update Amendments Phase 1; will be held as the first business item.

### 3. COMMENTS FROM CITIZENS

- a. Molly Lee commented on the Urban Trail Committee draft Trail Plan and the inclusion of a trail near Johnson Creek and runs through her property. Lee stated she believes the City will use Open Space to obtain property needed to create the trail.
- b. Jan Wold expressed concern with the proposed location of trails and their potential impact on Liberty Bay and Johnson Creek, proposing alternate locations. Wold further expressed concern with the lack of citizen input that is allowed before action is taken at Planning Commission meetings.
- c. John Lee stated the Urban Trail Committee is ignoring private property owner rights, to keep a trail out of the Johnson Creek corridor. There was no public input when the decision was made to include the Johnson Creek trail.

### 4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. Councilmember Henry commented on his attendance at the Puget Sound Regional Council (PSRC) Transportation Policy Board.

### 5. CONSENT AGENDA

**Motion:** Move to approve Consent Agenda items a through n, with item l as amended.

**Action:** Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.

Motion passed unanimously.

The items listed are:

- a. Claims – November 1 – 30, 2010
- b. Payroll – November 1 – 30, 2010

- c. Budget Amendment, BA#10-0413 JAG Grant
- d. Budget Amendment, BA#10-0414 Bullet Proof Vest Grant
- e. Budget Amendment, BA#10-0415 Alarm System
- f. Budget Amendment, BA#10-0416 Public Works Budgets
- g. Budget Amendment, BA#10-0417 Parks and Recreation Department
- h. Resolution No. 2010-22, 2011 Salaries and Wages
- i. Minutes of August 4, 2010 City Council Meeting
- j. Minutes of September 1, 2010 City Council Meeting
- k. Minutes of September 8, 2010 City Council Meeting
- l. Minutes of September 15, 2010 City Council Meeting
- m. Minutes of November 17, 2010 City Council Meeting
- n. Minutes of December 4, 2010 Special City Council Meeting

**6. BUSINESS AGENDA**

- a. **7:15PM Public Hearing: 2010 Development Regulations Update Amendments Phase I**

Karla Boughton, kb Consulting, provided an overview of the process of the update since the November release of phase 1 of the amendment package.

Mayor Erickson opened the public hearing at 7:21PM, for public comments.

- a. Molly Lee suggested a specific parcel be used as a park in West Poulsbo, the potential park would be eligible for grant funding, and suggested the City contact the property owner to inquire if the property could be purchased by the City. Lee claimed the City plans to take over Open Space by imposing new development restrictions that restrict use of property.

**Point of Order:** Councilmember Rudolph requested the Mayor require citizens to speak to the 2010 Development Regulations Update Amendments Phase I public hearing only, and rule out of order if the subject is beyond that scope.

- b. Jan Wold commented she was unable to find a modification document available to the public, which listed all the changes since the prior document. Wold stated she does not feel the amendments address the population growth issue she previously pointed out.

At 7:29 PM Mayor Erickson closed the Public Hearing.

**Motion:** Move to approve the 2010 Development Regulations Amendments Phase 1 package, with modifications as identifies in the Planning Commission Modification document dated November 9, 2010, and with modifications

identified by City Council during Council deliberations; and adopt findings of fact to support this decision; and direct the City Attorney to prepare and adopting.

**Action:** Approve, **Moved by** Rudolph, **Seconded by** Henry.

Motion passed unanimously.

**b. Bid Award: Noll Road Project**

City Engineer Kasiniak stated the lowest bidder, Pivetta Brothers, withdrew their bid due to clerical errors. Therefore, the seconded lowest bidder, Stan Palmer is recommended for contract approval.

LBM stated the PW

**Motion:** Move to award the construction contract for Noll Road Improvements Phase 1 to Stan Palmer Construction in the amount of \$643,134.00 and authorize the Mayor to sign change order up to 10% of the contract price.

**Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously.

**c. Contract Award 4th Avenue Paving**

City Engineer Kasiniak stated as part of the Poulsbo Place Division VIII project one side of 4<sup>th</sup> Avenue will be paved by the developer. The contractor, Ace Paving, inquired if the City would want to partner with contractor to pave the remainder of the road.

Councilmember Berry-Maraist questioned whether speed tables can be included in the paving project as discussed during the traffic demand management study; Kasiniak stated speed tables should be discussed in the Public Works Committee at a later date.

Kasiniak stated the project will take approximately two full days and is planned to begin in the next few weeks, dependent on weather.

**Motion:** Move to approve the contract with Ace Paving in the amount of \$15,000, authorize the Mayor to approve change orders up to 10% of the contact price and direct staff to move forward with any necessary budget amendments.

**Action:** Approve, **Moved by** McGinty, **Seconded by** Lord.

Motion passed unanimously.

**d. Surplus Furniture and Equipment**

Finance Director Booher reported there are numerous surplus items, as a result of the move to the new building. Some items of value will be sold on Craig's List to the public and available to other public agencies. Remaining items will be made available to the public for purchase.

**Motion:** Move to approve the disposal of the attached surplus listing in accordance with the City of Poulsbo Ordinance No. 94-08.

**Action:** Approve, **Moved by** Henry, **Seconded by** McGinty.  
Motion passed unanimously.

**e. Ordinance No. 2010-28, Adoption of 2011 Budget**

**Motion:** Move to approve Ordinance 2010-28, an ordinance of the City of Poulsbo's adoption of the Annual Budget of the City, for the fiscal year commencing on January 3, 2011, and approving an ordinance summary for publication.

**Action:** Approve, **Moved by** Henry, **Seconded by** McGinty.

**Point of Information:** Councilmember Stern clarified reserve funds are required emergencies, and to be used once, not on an ongoing basis. The Finance Department will be reviewing the City's reserve policy; and

Motion passed unanimously.

Mayor Erickson expressed concern with citizen comments regarding imminent domain, stating the City has never enacted imminent domain. The recommendations from the Trails Committee were done so after several years of work.

**f. Workshop: Urban Paths of Poulsbo – Trails Plan**

Parks and Recreation Director McCluskey reported on the public survey where the number one comment was city wide trail plans. The City was awarded a National Park Service grant for trails in 2008, and was planned in coordination with the Comprehensive Plan; the Parks and Recreation Open Space Plan and parts of the transportation elements of the Comprehensive Plan. McCluskey explained the purpose and intended use of the Trails Plan, the goals of the committee, and the future of the Trails Committee.

Mary Carter, Trails Committee member, commented on the various community outreach events, surveys and public input that was received.

McCluskey stated the project priorities in the plan will be added to the City Improvement Plan (CIP), when funding has been identified for each specific project. If approved, the Trails Plan will be included in the next Comprehensive Plan revision.

Councilmember comments included:

- The measurement of success of the plan
- False accusations made against Councilmember Berry-Maraist

- Appreciation for increased bike lanes
- Request for review of City owned easements
- The great amount of thought and work that went into the plan by the Committee
- The review of the plan annually
- Running paths for High School students that connect
- Encourage access
- Additional trail near Noll Road

Mayor Erickson suggested the revisions be included in the document and brought back to Community Services Committee, and then back to Council for approval.

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

- a. Councilmember Berry-Maraist reported on her attendance at a Westsound Watershed and Puget Sound Partnership meetings.
- b. Councilmember Stern reported:
  - Association of Washington Cities (AWC): Economic Development discussion.
  - Finance/Administration Committee: Review of the HVAC expenses for the new building, Marine Science Center debt, financial portion of the Parking Committee recommendations and proposed increase of business license renewal fee to support Kitsap Economic Development Alliance (KEDA).
  - Kitsap Regional Coordinating Council (KRCC): Update on the Countywide Planning Policy (CPP) schedule, and the population growth, new housing and employment projections in the CPP.
- c. Public Safety/Legal Committee: Councilmember Henry reported:
  - The committee acknowledged and thanked Deputy Chief Delaney for his service.
  - The continued need for Reserve Police Officers and update on the Reserve Officer program.
  - The new Prosecutor will start in January.
  - The Police Department has temporary clerical support due to decreased staffing.
  - Anderson Parkway parking tickets have increased.
  - Potential funding sources for a Community Service van.
- d. Councilmember Rudolph announced the next Economic Development meeting will be held Wednesday, December 22<sup>nd</sup>.

- e. Councilmember Bauman reported the Finance/Administration Committee reviewed the Parking Committee recommendations and explored potential funding partnerships for parking solutions.

**8. CONTINUED COMMENTS FROM CITIZENS**

- a. Ryan Vancil, attorney representing David and Wendy Bannon, expressed his encouragement of the type 5 permit process, providing background on the establishment of the type 5 permit.

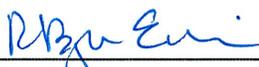
**9. COUNCILMEMBER COMMENTS**

- a. Mayor Erickson thanked Councilmember Rudolph for his 17 years of dedicated service to the City and presented him with a plaque.
- b. The Council commended Councilmember Rudolph's accomplishments, dedication, commitment, and his family history in the City. Councilmember Rudolph commented on his years on Council, the projects he has been involved in and working with each of the Councilmembers.

**10. ADJOURNMENT**

**Motion:** Move to adjourn at 9:38PM, **Action:** Adjourn, **Moved by** Rudolph, **Seconded by** Lord.

Motion passed unanimously.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk CMC