

**POULSBO CITY COUNCIL MEETING OF FEBRUARY 20, 2008**

**M I N U T E S**

**PRESENT:** Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.  
Staff: Bauman, Berezowsky, Boltz, Booher, Kasiniak, McCluskey, Swiney.

**MAJOR BUSINESS ITEMS**

- \* \* \* Minutes of November 28, 2007 Special Council Meeting
- \* \* \* Minutes of February 6, 2008 Council Meeting
- \* \* \* Presentation: City Hall Timelines and Milestones
- \* \* \* Interagency Agreement with the State of Washington Administrative Office of the Courts for Municipal Court Interpreter Reimbursement
- \* \* \* Ordinance 2008-06, Arterial Street Fund Closure
- \* \* \* Revisions/Modifications to Long Range Planning and Capital Improvement Plan Committee's Duties, Functions and Makeup
- \* \* \* Resolution 2008-03, Supporting HB2718, Relating to the Washington State Ferry System

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

Mayor Quade called the meeting to order in the Council Chambers at 7:01 PM and lead the Pledge of Allegiance.

**2. MAYOR'S REPORT AND CHANGE TO AGENDA**

- a. Mayor Quade requested Item 6.d be moved to follow 6.a.

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Mayor Quade called for a brief recess at 7:03 PM. Meeting reconvened at 7:05 PM.

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**3. CITIZEN COMMENTS**

- a. Vivian Henderson, Kitsap Alliance of Property Owners discussed Kitsap County's participation in the Puget Sound Regional Council (PSRC), the issue of keeping local government in Kitsap County and urged the Mayor and Council to support an investigative effort to determine whether Kitsap County is at risk of losing control of our own government.

#### 4. CONSENT AGENDA

Councilmember Stern removed Consent Agenda Item a, Minutes of November 28, 2007 Council Meeting, for potential correction.

**MOTION:** Stern/Lord. Move to approve Consent Agenda item b.  
Motion carried unanimously.

The item listed is:

- b. Minutes of February 6, 2008 Council Meeting.

**MOTION:** Stern/Lord. Move to approve Consent Agenda item a as corrected.  
Motion carried unanimously.

The item listed is:

- a. Minutes of November 28, 2007 Special Council Meeting.

#### 5. MAJOR BUSINESS ITEMS

##### a. Presentation: City Hall Timelines and Milestones

Ross Jamison from Lewis Architects described proposed features and aspects of the new city hall including: creating a commercial influence for the downhill side facing downtown and a residential influence for the uphill side along 3<sup>rd</sup> Avenue; a public plaza and four floor levels with one full floor above grade. The proposed schedule is to prepare a design/big package in the summer to include excavation, shoring and the beginning of a drainage system with the remainder of the building construction through 2009 and move in January 2010.

Council discussion included: 1) a request that Lewis Architects connect with the Poulsbo Historical Society to view photos and create a unique "Poulsbo" look; 2) the skewing of the building and roofing in regards to future expansion. Jamison explained that the current logical direction for expansion would be to the north; 3) a thank you to Mayor Quade, Councilmember Rudolph, the Kitsap County Consolidated Housing Authority (KCCHA), staff and architects for their work; 4) request that care be taken to look at the streetscape so the building does not end up with a straight roof line; 5) the parking plan and the opportunity to maximize the on-street parking. Jamison stated the parking will be addressed within the 3<sup>rd</sup> Avenue improvements and the required street improvements such as sidewalks and curbing. The current illustration shows angled parking with a pull-out, drop-off area but will be

maximized through the Public Works plan and all zoning code requirements will be met on-site with short term on-street parking for convenience; 6) a request that the drop-off area be covered; 7) the advantages such as limited city hall access for after hours use, restricted parking for government vehicles, and the public plaza with Moe Street access; 8) the use of low impact development techniques. Jamison stated that, with stacked parking instead of creating paved impervious surface and the efficiency of a compact stacked building with minimal exterior surface, the building will be efficient by design; and 9) the possible extension of the plaza down Moe Street to Jensen Way.

**b. Revisions/Modifications to the Long Range Planning and Capital Improvement Plan Committee's Duties, Functions and Makeup**

Councilmember Rudolph questioned why the selection for the Long Range Planning Committee members is different than any other committee. Rudolph provided a history of the committee's charter to fix the Six-Year Capital Improvement process, then realizing the Six-year Comprehensive Plan process would need to be fixed first and then the City Hall project came along which took the committee focus away from the Six-year plans.

Council/staff discussion included: 1) Council being reactive and the formation of the committee was to look at the long range vision of the City and how the current issues are being addressed; 2) the defined mission of the Long-Range Planning Committee is to concentrate on Capital Improvement Planning with a second mission to organize the Council to look at other visioning; 3) the suggestion the committee focus on capital infrastructure planning and, as issues arise, organize a series of workshops for Council discussion as a whole; 4) the Long-Range Planning Committee role will become clear when the City has a Comprehensive Plan in place. The Committee may serve as the first set of eyes to look at the Comprehensive Plan and make a determination along with the budget process and the City's ability to fund Capital Improvement Projects; 5) the Long-Range Planning Committee should work similar to the other committees and bring initial information back to the full Council to determine whether or not a workshop should be held; 6) the importance in taking a step back and look at the function of the committee and determining what is not being addressed rather than always being reactive not proactive; 7) the process for releasing the Comprehensive Plan will be to release the entire document to the Council and the general public as a whole, not chapter by chapter to a committee, due to the importance of seeing the Plan as a comprehensive document and the vision it contains. The Comprehensive Plan is being drafted by Karla Boughton, based on the community meeting held over a year ago, and the Council will have the opportunity to fine tune that vision along with the Planning Commission and the community; 8) the sensitivity of staff directing and writing the Comprehensive Plan and having

the Council react to a complete document; 9) through workshops held with the Council to identify key issues, staff will bring to the Council a preliminary introduction based on the Growth Management Act, Planning Commission and Council input; 10) the reoccurring subject of visioning was done last spring and summer and revisited in the fall. The visioning is done, however the functional plans and chapters are approaching draft stage; and 11) the recommendation that the Long Range Planning Committee be renamed the Capital Improvement Planning Committee.

Council agreed to hold a Special Council Workshop at 2:00 PM on Wednesday, February 27<sup>th</sup> to include a presentation and discussion by Karla Boughton to be followed by continued discussion and nominations to the Long Range Planning Committee.

**c. Interagency Agreement with the State of Washington Administrative Office of the Courts for Municipal Court Interpreter Reimbursement**

**MOTION:** McGinty/Crowder. Move to approve City of Poulsbo Interagency Agreement IAA08272 between State of Washington Administrative Office of the Court and Poulsbo Municipal Court for reimbursement of interpreter services.

Motion carried unanimously.

**d. Ordinance 2008-06, Arterial Street Fund Closure**

**MOTION:** Stern/Lord. Move to approve Ordinance 2008-06, an ordinance of the City of Poulsbo, Washington, repealing Sections 3.52.010, 3.52.020, and 3.52.030 of the Poulsbo Municipal Code relating to the Arterial Street Fund No. 102; ordering transfer of the ending fund balance in the Arterial Street Fund No. 102 as of January 1, 2008 to the City Street Fund No. 101; providing for closure of the Arterial Street Fund No. 102; providing for the deposit of future fuel tax distributions in the City Street Fund No. 101; providing for severability and establishing an effective date.

Motion carried unanimously.

**6. DEPARTMENT/COMMITTEE REPORTS**

- a. Public Safety/Legal Committee:** Councilmember McGinty reported on his position as chair of the Public Safety/Legal Committee, Sergeant Playter's retirement party on March 16<sup>th</sup> at Garcia's Restaurant, the selection process for two Police clerical positions, and the Deputy Chief and police officer openings are scheduled to close on March 13<sup>th</sup>.

- b. Finance/Administration Committee: Councilmember Stern reported on the Capital Improvement Plan discussion, capital multi-year financing, the dissolution of the Arterial Street Fund and the discussion of sustainable funding and enterprises prior to the retirement of Public Works Director Bauman in June and prioritized the funds as follows: sewer, roads, water, stormwater and solid waste.
- c. Councilmember Berry-Maraist reported on the bids received for the North Kitsap Regional Events Center.
- d. Councilmember Lord reported on the street dance as part of the ongoing Centennial celebration.
- e. Mayor Quade reported on her recommendation of Brent Stenman to the Public Facilities Board to fill the position vacated by Linda Berry-Maraist.
- f. Mayor Quade read into the record a letter of support of Substitute HB2718 as drafted by Councilmember Berry-Maraist. Council concurred to send the letter as drafted in the form of a Resolution.

**MOTION:** Lord/Crowder. Move to adopt Resolution No. 2008-03 supporting House Bill 2718, regarding the Washington State Ferry System.  
Motion carried unanimously.

## **7. CONTINUED COMMENTS FROM CITIZENS**

- a. Denise Bauman reported on the video workshop at the Marine Science Center on Saturday, March 8<sup>th</sup>.

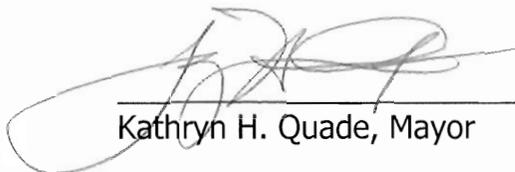
## **8. COUNCILMEMBER COMMENTS**

- a. Councilmember Stern recognized Olympic College as one of top 30 colleges in the United States providing higher education for military personnel.
- b. Councilmember Erickson noted the distribution of both her and Councilmember Berry-Maraist's goals. Erickson also reported on her meeting with Mayor Kordonowy who also supports the sequencing of lights from Winslow Way across Bainbridge Island to Highway 3.
- c. Councilmember Berry-Maraist discussed infrastructure versus vision and expressed her opinion that vision should come first and what we want for the City should lead the infrastructure. Berry-Maraist suggested prioritizing joint Mayor and Council goals.

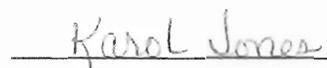
- d. Councilmember Lord questioned how many years Barry Babcock has served on the Planning Commission as he has turned in his resignation effective April 1<sup>st</sup>.

**9. ADJOURNMENT**

**MOTION:** Lord/McGinty. Move to adjourn at 9:11 PM.  
Motion carried unanimously.

  
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Kathryn H. Quade, Mayor

ATTEST:

  
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Karol Jones, City Clerk