

## POULSBO CITY COUNCIL MEETING OF MARCH 5, 2008

### M I N U T E S

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

### MAJOR BUSINESS ITEMS

- \* \* \* Appointment to Poulsbo Library Board – Jennifer Nelson
- \* \* \* Appointment to the Parks and Recreation Commission – Catherine Ahl
- \* \* \* Minutes of January 2, 2008 Council Meeting
- \* \* \* Minutes of February 13, 2008 Council Meeting
- \* \* \* Payroll – February 1-29, 2008
- \* \* \* Presentation: National Kidney Month & Kidney Disease
- \* \* \* 7:15 PM Public Hearing: Tibbits Annexation – Continued to April 2, 2008
- \* \* \* Ordinance 2008-07, Amend Section 2.04.040 of the Poulsbo Municipal Code to Change the Name of the Long-Range Planning Committee
- \* \* \* Select Capital Improvement Planning Committee Members
- \* \* \* Agreement with Prothman Company for Public Works Director Search

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

Mayor Quade 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

Mayor Quade added to the agenda under Mayor's Reports Item b., Appointment to the Parks and Recreation Commission, and the Soap Box Derby discussion and an Executive Session regarding Potential Property Acquisition under Other Business.

##### a. Appointment to Poulsbo Library Board

**MOTION:** Rudolph/McGinty. Move to concur with Mayor Quade's appointment of Jennifer Nelson to the Poulsbo Library Board to serve an unexpired term ending December 31, 2008.

Motion carried unanimously. Absent: Crowder.

**b. Appointment to Parks and Recreation Commission**

**MOTION:** Stern/Lord. Move to concur with Mayor Quade's appointment of Catherine Ahl to the Poulsbo Parks and Recreation Commission to serve an unexpired term ending December 31, 2008.

Motion carried unanimously. Absent: Crowder.

- c.** Bill Wright, representing the All American Soap Box Derby, presented a request to hold soap box derby races on March 15<sup>th</sup> and 16<sup>th</sup>, April 26<sup>th</sup> and 27<sup>th</sup>, June 1<sup>st</sup> and August 9<sup>th</sup> and 10<sup>th</sup> requiring the closure of Dauntless Drive. Mayor Quade added the races to be held on March 15<sup>th</sup> and 16<sup>th</sup> are qualifying races that allow participation in other statewide races. The options for the road closure include closing the road on Saturday morning and keeping it closed overnight, or the road can be reopened in the afternoon and closed again on the morning of March 16th. Staff concerns included notification of residents on Thompson Road. Attendance will include approximately 40-50 racers and 100-150 visitors, and Marine Corps volunteers will be in attendance to help with set up; no vendors will be present which will encourage participants and visitors to shop at the local businesses.

**MOTION:** Lord/McGinty. Move to authorize the street closure for Dauntless Drive for March 15-16; April 26-27; June 1, and August 9-10, 2008 for the Soap Box Derby.

Motion carried unanimously. Absent Crowder.

**3. CITIZEN COMMENTS**

- a.** John Eastman spoke regarding the growth of traffic traveling down Finn Hill Road from Highway 3.
- b.** Janet Marie Valega spoke regarding the lack of directional signage to the Martinson Cabin.

**4. CONSENT AGENDA**

**MOTION:** McGinty/Lord. Move to approve Consent Agenda items a through c.

Motion carried unanimously. Absent: Crowder.

The items listed are:

- a.** Minutes of January 2, 2008 Council Meeting  
**b.** Minutes of February 13, 2008 Council Meeting  
**c.** Payroll – February 1-29, 2008

## 5. MAJOR BUSINESS ITEMS

### a. **Presentation: National Kidney Month & Kidney Disease**

Katrina Russell, representing the Olympic Peninsula Kidney Centers, provided information on the non-profit organization, providing services in Kitsap County since 1980, information on the services provided by the center and to the 20 million people in the United States with chronic kidney disease.

### b. **7:15 PM Public Hearing: Tibbits Annexation**

At 7:32 PM Mayor Quade opened the public hearing.

**MOTION:** Rudolph/Erickson. Move to continue the public hearing to April 2, 2008 to allow Council time to discuss annexation policies. Motion carried unanimously. Absent: Crowder.

At 7:34 PM Mayor Quade called for a recess; the meeting reconvened at 7:41 PM.

### c. **Ordinance 2008-07, Amend Section 2.04.040 of the Poulsbo Municipal Code to Change the Name of the Long-Range Planning Committee to the Capital Improvement Planning Committee**

**MOTION:** Lord/Stern. Move to adopt Ordinance No. 2008-07, an Ordinance of the City of Poulsbo, Washington, amending Section 2.04.040 of the Poulsbo Municipal Code in order to change the name of the Long-Range Planning Committee to the Capital Improvement Planning Committee and in order to provide for appointments of the Councilmembers to the Committee to be made by the City Council; providing for severability and establishing an effective date.

Motion carried unanimously. Absent: Crowder.

### d. **Select Capital Improvement Planning Committee Members**

**MOTION:** Berry-Maraist/Lord. Move to appoint Councilmembers Erickson, Rudolph and Stern to serve on the Capital Improvement Planning Committee.

Motion carried unanimously. Absent: Crowder.

**e. Agreement with Prothman Company for Public Works Director Search**

Mayor Quade clarified the agreement would be signed in the event a review of the applicants accepted at the time Public Works Director Bauman was hired does not result in a successful candidate.

Councilmember Stern reported on the Finance/Admin Committee discussion held earlier this evening including clarifying the breakout of fees: \$17,500 for the base cost, with the advertising, travel and contingencies total not to exceed \$29,000. The Committee recommended approval if the search of the existing list does not result in successful candidates with the understanding the Mayor will notify the Committee for further review.

**MOTION:** McGinty/Lord. Move to approve and authorize Mayor Quade to sign the Agreement with Prothman Company for the Public Works Director search in an amount not to exceed \$29,000.

Motion carried unanimously. Absent: Crowder

**6. EXECUTIVE SESSION – POTENTIAL PROPERTY ACQUISITION**

Mayor Quade recessed the meeting at 7:53 PM for a 10-minute Executive Session. At 8:03 PM Mayor Quade extended the Executive Session for an additional 5 minutes. Mayor Quade reconvened the meeting into regular session at 8:07 PM.

**7. DEPARTMENT/COMMITTEE REPORTS**

- a. Finance/Administration Committee:** Councilmember Stern reported on the Committee's desire to address the financial analysis and comparison aspect of the sewer, roads, water, stormwater and solid waste systems prior to the retirement of Public Works Director Bauman. The Committee discussed capacity versus funding of the Sewer Enterprise Fund and determined the issue is not capacity. The infiltration and inflow problem is being addressed and the cost of living was not factored into connection charges and operating and maintenance when rates were increased five years ago.

Councilmember Stern also reported on the state and city sales tax trends as well as the City's net carryover of 1.089 million dollars, not including new program requests and baseline adjustments. Councilmember

Rudolph questioned how much of the carryover would have been used for City Hall.

- b. Councilmember Lord encouraged everyone to meet Sharon Lee, the new director for the Poulsbo Library, and discussed the opportunity for the Bremerton Symphony to perform in Poulsbo either during the 3<sup>rd</sup> of July celebration or Midsommarfest.
- c. Councilmember Berry-Maraist reported on the North Kitsap School District meeting and the approved motion to award the base bid and alternates for the North Kitsap Regional Events Center in the amount of \$1.7 million subject to the approval of Kitsap County, the City of Poulsbo and the Public Facilities District. The contract includes two artificial turf stadiums – one at North Kitsap High School and one at Strawberry Field, lights at Strawberry Field, curbing and track conversion to 400 meters. The low bidder was local contractor Fischer Construction.

Councilmember Berry-Maraist reported on the Kitsap Regional Coordinating Council (KRCC) Transportation Policy Board decision to not use the Motor Vehicle Excise Tax which then becomes an option for the cities to use. KRCC has asked the City to verify the town centers currently identified as Olhava and Poulsbo Town Center are adequate to satisfy local funding requests, if any until 2009; this will be discussed at the Public Works Committee meeting and brought forward to the Council.

## **8. CONTINUED COMMENTS FROM CITIZENS**

- a. John Eastman suggested upgrading and updating signage along Highway 3 to redirect traffic traveling to the Casino and Bainbridge Island to use Highway 305.
- b. Denise Bauman reported on the Solid Waste Advisory Board including: Emu Topsoil completing their composting facility; and Waste Management and Bainbridge Disposal discussion regarding the 20-30 percent increase in recycling since the mixed container recycling program was implemented and the decrease of garbage by 5 percent; April 27<sup>th</sup> is furniture amnesty day at the Olympic View Transfer Station; and in April or May Islandwood will be having Enviropolooza for Earth Day.
- c. John Lee discussed aging infrastructure for density; builder density bonus for infrastructure upgrades; the true costs of annexation; critical mass – sprawl annexation cost to Poulsbo; impact fees; level of service and concurrency and asked Council to think about these items as they discuss annexation next week.

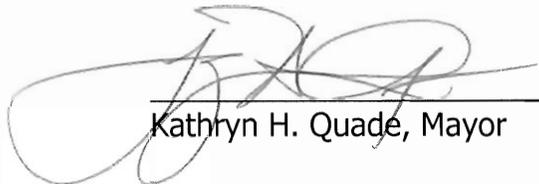
**9. COUNCILMEMBER COMMENTS**

- a. Councilmember Berry-Maraist reported on the updated elected officials brochure and voter registration drive provided by the League of Women Voters; stated concern about the cost implications of a two-story parking garage for city hall, public on-street parking is most versatile and the least expensive option, 3<sup>rd</sup> and Moe are the best opportunity to create additional on-street parking downtown, and stated site layout should be looked at again for potential cost savings and we should consider an on-street parking ordinance.
- b. Councilmember Stern asked Denise Bauman to make the announcement for the Marine Science Center workshop on Saturday. Denise Bauman explained the Marine Science Center will be holding a video workshop on Saturday from 1:00 PM – 3:00 PM.
- c. Parks and Recreation Commission: Councilmember Berry-Maraist reported on the interest in trails and Karla Boughton will be attending on Monday, March 24<sup>th</sup> at 7:00 PM to discuss how to plan for trails.

**10. ADJOURNMENT**

**MOTION:** McGinty/Lord. Move to adjourn at 8:55 PM.  
Motion carried unanimously. Absent: Crowder.

ATTEST:

  
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Kathryn H. Quade, Mayor  
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Karol Jones, City Clerk