

POULSBO CITY COUNCIL MEETING OF APRIL 16, 2008

MINUTES

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Bauman, Boltz, Booher, Jones, Kasiniak, Kingery, Treacher.

MAJOR BUSINESS ITEMS

- * * * City Hall Project Update by Lewis Architecture
- * * * Proclamations: Arbor Day and Earth Day
- * * * Appointment of Public Works Director – Barry Loveless
- * * * Resolution 2008-07, 2008 Salaries and Wages
- * * * Presentation by Jon Rose: String of Pearls
- * * * 2008 Carryover Dollars
- * * * Interlocal Agreement to Form the Kitsap Peninsula Clean Runoff Collaborative
- * * * Exempt Positions Classification and Salary Placement Policy
- * * * SR305 Paving Project Update

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

- a. City Hall Project Update by Lewis Architecture. Ross Jamison explained the city hall project is ending the "schematic" design phase and described the two faces of the building which allow for a civic side and a side addressing the residential land uses; general design of the building will be a three story building with parking on the bottom floor. Jamison explained the next phase will include materials and colors, window patterns and overall character of the building. The interior space will be a rectangular floor plate without a lot of permanent wall space, offices at the back of the building and low wall cubicles to allow light in through the windows.

Council comments and concerns included: desire to have a flag pole at both entrances, commendation on the roof line, creating an iconic feature viewable from the water, availability of the preliminary budget and the potential to utilize the green roof for public access.

- b. Proclamations: Arbor Day and Earth Day.** Mayor Quade proclaimed April 26th as Arbor Day and presented the proclamation to Bill Lockard from the Poulsbo Tree Board. Lockard informed Council of the plan to plant a Strawberry tree at Hattaland Park on April 26th and presented a Certificate of Achievement to the Mayor in recognition of the City's participation as a 2007 Tree City USA.

Mayor Quade proclaimed the week of April 22nd as Earth Day and presented the proclamation to Marilyn Putnam and her grandchildren Marcus and Stella. Putnam also recognized Margaret Atwood and Delores Lynch for their contributions to the Earth Day recognition.

Mayor Quade announced Leadership Kitsap will also be conducting a clean-up and replanting along Liberty Bay in conjunction with Global Youth Services Day on April 26th.

- c. Update: Agreements Signed by the Mayor.** Mayor Quade reported on the signing of four agreements: Blue Star Nursery in the amount of \$12,072.36; ADA Engineering in the amount of \$1,375; Parametrix (on-call services – Mesford Sidewalk Project) in the amount of \$7,976; and Parametrix (on-call services for Cook Addition off-site sewer extension drainage plan) in the amount of \$1,950.
- d. Appointment of Public Works Director.** Mayor Quade announced her recommendation to appoint Barry Loveless as the new Public Works Director and asked for Council concurrence. Councilmember Stern reported on the Finance/Administration Committee recommendation to increase the 2008 Salaries and Wages by \$7,000 to cover the overlap in the hiring of Mr. Loveless and Public Works Director Bauman's last day; Council concurred.
- e. Annexation Task Force:** Mayor Quade read the names of those selected to participate on the task force: Bob Hawkinson, Councilmembers Rudolph and Erickson, James Thayer, Bruce Riggins (opponent), Shannon Stepen (opponent), Lynn Hopkins (opponent); Kurt Nordberg (opponent), Dennis Brown (proponent), Marilyn Miller (proponent), Michael Chamberlain (proponent), Bob Burgham and June Hensley (proponents).

Councilmember Rudolph reviewed the recommended timeline for meetings beginning April 21, 2008 and continuing for ten weeks through June 23, 2008. Council discussed the make-up of the task force, annexation issues versus development issues and the desire to keep on task with annexation discussion with the citizen representatives.

3. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)

- a. Councilmember Stern reported on the recommendation of the Finance/Administration Committee to add back in item eight "detailed analysis of the permissive benefit package..." into the Exempt positions classification and salary placement policy as it relates to agenda item 7.d.
- b. Mayor Quade added to the agenda Other Business item 7.e. SR305 Paving Update.
- c. Councilmember Berry-Maraist read into the record a memo addressing the alleged potential conflict of interest in her property ownership in proximity to the recently denied Gaines Annexation. Berry-Maraist concluded by stating she has no financial interest in any of the properties proposed for annexation, no conflict of interest and her intent to vote on all issues that come before the Council as a fair and impartial member unless the City Attorney or she believes there is a conflict of interest.

4. CITIZEN COMMENTS

- a. Luis Barrantes expressed his appreciation for the city hall presentation by Lewis Architecture, commended the Mayor and Council on their selection of Barry Loveless as the new Public Works Director and invited the Mayor and Council to join the Rotary and Lions Clubs commencement of construction of the boardwalk at Fish Park on Saturday.

5. CONSENT AGENDA

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

The item listed is:

- a. Resolution 2008-07, 2008 Salaries and Wages

6. MAJOR BUSINESS ITEMS**a. Presentation by Jon Rose: String of Pearls**

Jon Rose, President of Olympic Property Group (OPG), presented the economic development vision to include Kingston, Poulsbo, Hansville, Keyport, Port Gamble, Kingston, Indianola and Suquamish with seven key elements including: trails; wildlife and open space; marine recreation,

plants, farming and fishing; education and life-long learning; waterfront villages; and planning, coordination and cooperation.

b. 2008 Carryover Dollars

Finance Director Booher explained the projected General Fund carryover was \$450,000 with an actual beginning balance of \$1,861,743. The higher beginning balance is made up of 60% over projected revenues such as sales tax and building permits and 26% from under projected expenditures such as personnel vacancies. Booher also reviewed the General Fund carryover uses, additional requests previously approved, recommended General Fund Baseline Adjustments and New Program Requests with a remaining amount of \$795,558 that will be transferred to Revenue Stabilization (Fund 122).

MOTION: Stern/Lord. Move to approve the Finance/Administration Committee's recommendation and direct the Finance Director to prepare the appropriate budget amendment with the modification of removing Item 3 under Planning New Program Requests, Land Capability/Suitability Analysis, in the amount of \$50,000 and holding it in abeyance pending final recommendation.

Motion carried unanimously.

c. Interlocal Agreement to Form the Kitsap Peninsula Clean Runoff Collaborative

Public Works Director Bauman explained the benefits of participating in the interlocal agreement include pooling resources to more efficiently conduct activities such as surveys, focus groups, data analysis, literature review, preparation of public information materials, development of a stormwater educational website, seeking grant funds, etc.

MOTION: McGinty/Berry-Maraist. Move to participate in the Kitsap Peninsula Clean Runoff Collaborative and authorize the Mayor to sign an Interlocal Agreement for such participation, substantially in the form of the agreement provided in this agenda packet.

Motion carried unanimously.

d. Exempt Position Classification and Salary Placement Policy

Human Resources Director Kingery explained the policy revisions include reducing the number of comparable cities and adding the sales tax comparison.

MOTION: Crowder/Lord. Move to approve the changes made in the "Exempt positions classification and salary placement" policy.
Motion carried unanimously.

e. SR305 Paving Project Update

Jerry Moore, Washington State Department of Transportation (WSDOT), explained the request to pave through the intersections along SR305 during daytime hours versus the night time hours as called for in the contract specifications and addressed the pros and cons. Moore explained the contractor must maintain the existing lanes of traffic along SR305 and on the side streets during the day. The exception for daytime lane closures would be as necessary to complete work in compliance with the noise ordinance. Moore clarified that paving between the intersections can be done during the daytime, however working in the intersection and side streets must be done at night to avoid lane closures.

MOTION: McGinty/Crowder. Move to continue the Council Meeting to complete the SR305 Paving Project Update.
Motion carried unanimously.

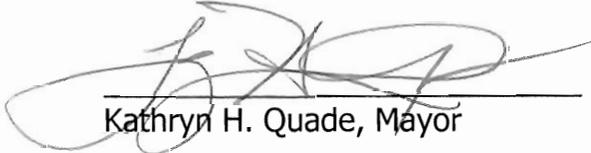
Council expressed concern for the impact of road closures along SR305 during the daytime hours without a significant reduction in the completion date.

Moore addressed the traffic back-up earlier in the day along SR305 and apologized for the lack of notification.

MOTION: Berry-Maraist/Erickson. Move to continue with the contract as written and have the paving work completed at night.
Motion carried unanimously.

7. ADJOURNMENT

The Council meeting automatically adjourned at 10:06 PM.



Kathryn H. Quade, Mayor

ATTEST:



Karol Jones, City Clerk

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