

POULSBO CITY COUNCIL MEETING OF MAY 14, 2008

MINUTES

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Bauman, Berezowsky, Boltz, Booher, Delaney, Dixon, Howerton, Jones, Kasiniak, Loveless, Sifuentes, Swiney.

MAJOR BUSINESS ITEMS

- * * * Introduction and Key to the City Presentation of Miss Viking Fest and Court
- * * * Introduction of the new Kitsap Economic Development Alliance Executive Director – Bill Stewart
- * * * Swearing in Ceremony for Deputy Police Chief – Shawn Delaney
- * * * Executive Session – Potential Litigation
- * * * Budget Amendment BA 28-0203, 2008 Community Guide
- * * * Reclassification of Office Clerk II to Office Clerk - Planning Department
- * * * Authorization for Mayor to sign the Letter of Intent to Negotiate the Agreement to Open 7th Avenue.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 7:09 PM and lead the Pledge of Allegiance.

2. MAYOR'S REPORT AND CHANGE TO AGENDA

- a. Introduction and Key to the City Presentation to Miss Viking Fest and Court – Mayor Quade presented Miss Viking Fest Rachel Daniels and Princess Amber Hoak with a Key to the City and Centennial pins.
- b. Introduction of new Kitsap Economic Development Alliance Executive Director – Bill Stewart. Stewart thanked the Council and other members of the County for the welcome and enthusiasm for economic development.
- c. Introduction of new Police Department Clerks – Amanda Dixon and Bente Sifuentes. Chief Swiney introduced Amanda Dixon who worked part time as a casual labor employee within the Police Department and was recently hired full time and Bente Sifuentes as the new Police Department Clerks.

- d. Swearing In Ceremony for Deputy Police Chief – Shawn Delaney. Chief Swiney introduced Shawn Delaney as the first Deputy Chief of Poulsbo. Mayor Quade administered to oath of office to Delaney and welcomed him to the City.

3. EXECUTIVE SESSION

At 7:26 PM Mayor Quade called for a 30-minute Executive Session to discuss potential litigation (RCW 42.30.110 (i)).

At 7:54 PM Mayor Quade extended the Executive Session for an additional 15 minutes and reconvened the Council into regular session at 7:58 PM.

4. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Rudolph announced the Annexation Taskforce Workshop scheduled for June 2nd will be moved to the regular Council meeting on June 4th and will include written material for the Council, presentation from the Task Force, questions and answers from the Council and questions and answers from the public if time allows.

- b. Council member Lord reported on discussion with the board members from Fishline regarding their search for a new location; flags will be flown at half staff in honor of Peace Officer's Memorial Day; and commended Public Works Director Bauman for his presentation and explanation of the City's situation, background information on the sewer system and explanation on the role of the Sewer Rate Stakeholders Group.

Public Works Director Bauman reported the consultant report and financial analysis will be released soon addressing the options and recommendations for the future. Rates and charges have been level for a long time; however, the costs from the functional plan update are showing the need for investments and repairs. The task force allows the stakeholders to report back to staff and Council on the impacts and how it affects the people.

- c. Councilmember Stern commended Councilmembers Rudolph and Erickson, as well as the other members of the Annexation Task Force; reported on the Puget Sound Regional Council amended 2030 letter to include transportation, economic development and the telework program and Prosperity Partnership's addition of an economic development cluster to include the military with a kick-off coordinated with the various military affairs departments for recognition of the value of the military.

5. CITIZEN COMMENTS

- a. Bill Austin requested the Council eliminate the need for all remodel projects to be heard by the Design Review Board.
- b. Janet Marie Valega informed the Mayor and Council of difficulties with recent Bremerton Kitsap Access Television broadcasts and rebroadcasts of the Council meetings.

6. CONSENT AGENDA

MOTION: Stern/Lord. Move to approve consent agenda item a, the budget amendment to be ratified by ordinance at the end of the second quarter.

Motion carried unanimously

The item listed is:

- a. Budget Amendment BA-0203, 2008 Community Guide

7. MAJOR BUSINESS ITEMS

a. Reclassification of Office Clerk II to Office Clerk

MOTION: Lord/McGinty. Move to approve the reclassification of the Office Clerk II position to Office Clerk and the included additional job duties related to maintaining, tracking and reconciling the department's escrow accounts.

Motion carried unanimously.

Mayor Quade added Business Item b to the agenda and welcomed new Public Works Director Barry Loveless.

b. Authorization for Mayor to Sign the Letter of Intent to Negotiate the Agreement to Open 7th Avenue

MOTION: Stern/Lord. Move to authorize the Mayor to sign the letter of intent to enter into a road dedication and traffic mitigation agreement to allow the opening of the 7th Avenue extension to SR305 contingent upon the operation of the signal light at 7th Avenue and SR305.

Motion carried unanimously.

8. DEPARTMENT/COMMITTEE REPORTS

- a. Economic Development Committee: Councilmember Crowder reported on the welcoming of the new Economic Development Alliance Executive

Director Bill Stewart; greater Poulsbo area new home sales are up 11% and sales tax is up 20%; Arnie Bockus, Port of Poulsbo, reported on the 50% decrease in Mother's Day moorage from last year; Public Works Director Bauman's suggestion to have the Poulsbo Post Office designated as a small city designation versus a rural designation to help eliminate the congestion at the post office, and an update on the trip to Leavenworth to discuss trolley transit and the impact of tourism on cities.

Councilmember Erickson added the discussion of what will happen to the current city hall site and a strategic vision for the downtown center as potential topics for a Council workshop.

- b.** Councilmember Rudolph reported on the Poulsbo Historical Society's (PHS) rewrite of the History of Poulsbo book by local authors and the PHS board's desire to revisit the design of the PHS building similar to that of the new city hall with a visual connection between the two buildings as a history walk.
- c.** Public Works Committee: Councilmember Rudolph reported on:
 - Buildable Lands/Land Capacity Analysis;
 - Downtown Parking Study – scope of work to include the impact of City Hall and the Traffic Demand Management Study;
 - On-going discussion with the Kitsap Public Utility District (KPUD) regarding long-term water supply options including purchasing water wholesale and changing service boundaries;
 - Sewer Rate Study Stakeholders group kick off;
 - Committee goals including having one member of the Committee assigned to the various contracted studies and to sponsor a builder's forum/workshop.
- d.** Councilmember Berry -Maraist reported on:
 - Puget Sound Regional Council Regional Transportation Board meeting regarding ferries and the focus on ferries as a viable part of our highway and public transportation system.
 - Noll Road Task Force. Key issues including the intersection of Noll Road and SR305 for the future and Poulsbo Elementary.
 - A meeting with Kitsap County Public Works personnel involved with trails and Tex Lewis and discussion on seeking a letter of support from the Mayor to help expedite the Clear Creek Trail around the Peterson Farm via the State right of way through the Department of Transportation.

- e. Mayor Quade reported on the progress of the City Hall interior design and layout work in which staff has had the opportunity to review the interior space needs, report back to the architects, and suggested changes have been made and are currently being reviewed by the department heads.
- f. Councilmember Erickson reported on a meeting to be held by the Port of Poulsbo on June 5th to discuss annexing land into the Port of Poulsbo to increase the tax base for needed improvements.
- g. Community Services Committee: Councilmember Lord gave an update on the Viking Fest activities and reported on the recommendation of three of the five Hotel/Motel Tax Advisory Board members to release the \$4,000 held upon condition Viking Fest provide better financial status information and to change the venue for the carnival.

MOTION: Lord/Crowder. Move to release to Viking Fest Corporation the second half of their requested Hotel/Motel tax funds to be used for advertising promotion in the amount of \$4,000.
Motion carried unanimously.

Lord also reported on the effort by the Kitsap Regional Library to draft an updated maintenance and operation agreement; three Parks and Recreation grant opportunities to be brought forward to the Council; 3rd of July; the Centennial Committee booth at Viking Fest; interview for Centennial Park artists and Poulsbo Centennial Park day on October 25th, in lieu of the Fall Harvest Day.

- h. Finance/Administration Committee. Councilmember Stern reported on the May 7th discussion to slow down the efforts on the draft 1% for the Arts ordinance due to the implications on the City Hall project as well as other Public Works projects budgets and the City's share of the Kitsap County aerial photo project in the amount of \$5,000.

Councilmember Stern asked Planning Director Berezowsky to expand on the land capacity analysis which was originally estimated at up to \$50,000; now, with available staff time the funding is estimated for a wetlands biologist in the amount of \$3,000–\$5,000 and a geotech in the amount of \$3,000–\$5,000.

Planning Director Berezowsky explained that with the current downturn in the housing market activity staff will be able to work on the buildable land analysis that was originally planned to be completed in 2009-2010 for Kitsap County through Kitsap Regional Coordinating Council for the process of accepting additional population.

Berezowsky explained the potential need for additional funding to complete the Comprehensive Plan due to additional work outside the original scope of work for kb Consulting.

9. COUNCILMEMBER COMMENTS

- a. Councilmember McGinty questioned the Council's involvement in the City Hall design process.
- b. Councilmember Berry-Maraist reiterated Councilmember McGinty's concern about the Council's involvement in the City Hall design process and questioned when the budget numbers would be available.

10. ADJOURNMENT

MOTION: Stern/McGinty. Move to adjourn at 9:13 PM.
Motion carried unanimously.


Kathryn H. Quade, Mayor

ATTEST:


Karol Jones, City Clerk