

## POULSBO CITY COUNCIL MEETING OF DECEMBER 3, 2008

### MINUTES

**PRESENT:** Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, Rudolph, Stern.

Staff: Boltz, Booher, Kasiniak, Loveless, Stephens, Swiney.

**ABSENT:** Councilmember McGinty.

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of October 29, 2008 Special Council Meeting
- \* \* \* Minutes of November 5, 2008 Council Meeting
- \* \* \* Minutes of November 12, 2008 Council Meeting
- \* \* \* Reappointment to Boards and Commissions
- \* \* \* 7:15 PM Public Hearing: Surplus Utility Equipment
- \* \* \* Baseline Adjustments and New Program Requests
- \* \* \* Interlocal Agreement with Kitsap County Health District for Management of the Stormwater Management Implementation Grant
- \* \* \* Traffic Demand Management Study Phase I - Implementation Plan and Budget
- \* \* \* Downtown Poulsbo Parking Strategy Workshop

### 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 invited everyone to attend the Poulsbo Centennial Gala on Saturday, December 6, 2008, from 6:30 PM to 10:00 PM; and presented the winning Centennial posters from the children's poster contest.
- b. City Hall Update: Gary Tusberg, Kitsap County Consolidate Housing Authority, reported the site preparation and excavation phase of the City Hall project is complete and the construction drawings are 75% complete. The next phase is completing Furniture, Fixtures and Equipment (FF&E), which includes desks, audio/visual equipment and information technology equipment. Tusberg advised the construction schedule has fallen behind slightly, and it is anticipated the City will go out for construction bids in February 2009.

Councilmember Rudolph reported the project team is looking into the possibility of bringing in a independent consultant to perform a constructability review, which would identify possible problems that may create change orders. Rudolph also noted Mayor Quade would be reestablishing the Public Art Committee in the near future.

Councilmember Erickson commented the Finance/Administration Committee discussed possible funding sources for the City Hall project and would be bringing forward a motion with the proposed funding.

Councilmember Stern added, the proposal will include a trimmed down budget, and noted Steve Bauer, County Commissioner attended the Finance/Administration meeting to discuss District Court's inclusion in City Hall.

**Motion:** Erickson/Lord. The funding for City Hall will be made up from these sources:

1. The balance of the proceeds from the general obligations bonds issued in 2005
2. Additional bonds in the amount not to exceed \$6,100,000 at an interest rate not to exceed 4.77% sum to include all bonding costs
3. The sale of the following properties:
  - a. The 10<sup>th</sup> Avenue property to Harrison Hospital
  - b. Klingel Park
  - c. Existing city hall pad
4. The existing equity and new cash portion from District Court, Kitsap County
5. The funds transferred into fund 331 in 2007 and 2008 designated as city hall savings
6. Fees and sales tax from construction

Additionally, a \$2,500,000 bridge loan will be available while the properties await sale. At the sale of the above listed properties, the bridge loan will be repaid. No other funds will be available for the construction of the new City Hall.

Councilmember Rudolph noted the reduction in the City Hall budget is largely due to the construction bid climate.

Motion carried unanimously. Absent: Councilmember McGinty.

### **3. MAYOR AND COUNCIL DISCUSSION**

- a.** Mayor Quade announced an Executive Session has been added to the agenda for the purpose of discussing potential litigation and property acquisition, the City Attorney will be present by conference call. The Executive Session will be held prior to the business items on the agenda.
- b.** Councilmember Stern commented on a Kitsap Sun article regarding Harrison Hospital projects in East Bremerton, Silverdale, Port Orchard, Belfair and Poulsbo, noting the article stated the projects in East Bremerton and Silverdale may be delayed dependent on the economy, with no mention of a pause in the Poulsbo project.

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### **4. CITIZEN COMMENTS**

- a.** Bill Austin commented on the length of time it has taken for a building permit to be issued to him and the building departments unresponsiveness to his phone calls.
- b.** Muriel Williams commented on Harrison Hospital being built on the 10<sup>th</sup> Avenue property and questioned how the site is considered buildable for Harrison Hospital but was not buildable for City Hall.
- c.** June Cotner commented on the poor condition of Storhoff Road, and the immediate need for improvements, due to the potential washout by Bjorn Creek.
- d.** Amanda Morgan commented the proposed speed table and stop signs would not work to slow down traffic, and stressed the need for police enforcement and pedestrian safety.
- e.** Michael Paxhia expressed his support for implementation of the Traffic Demand Study recommendations.
- f.** Marjene Smaaladen expressed her excitement about the Harrison Hospital project and the City Hall project proceeding.
- g.** Janet Valiga commented on the need for police enforcement on Front Street, due to excessive speed and pedestrian safety.
- h.** Peggy Fiorini expressed her concern regarding the potential decrease in downtown traffic with the addition of stop signs, especially with some downtown merchants already struggling during the economic downturn.

- i. Bruce Harlow stated he was very pleased the Council has agreed to move forward with the City Hall project and encouraged the Council to build City Hall to fulfill City needs for the next 50 years.
  - j. Ardis Morrow congratulated the Council and Mayor on moving forward with the City Hall project and noted the Council needs to be mindful of speaking into the microphones during the meeting, given that it can be difficult to hear the full discussion on Bremerton Kitsap Access Television (BKAT).
  - k. David Musgrove commented on the significant community support to proceed with the City Hall project and expressed his gratitude for the work the Council has put in to get to this point.
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- l. Denise Bauman reported on the Kitsap County Solid Waste committee meeting held earlier in the day. Bauman identified the recycling and garbage facilities in Poulsbo, and advised electronics recycling will be free of charge beginning in February 2009.
  - m. Leann Musgrove expressed her concern with the number of speed tables and all-way stops proposed downtown, however is dually concerned about pedestrian safety.
  - n. Tammy Matson, Historic Downtown Poulsbo Association, reported she surveyed thirty downtown business owners regarding the proposed Traffic Demand Management (TDM) recommendations, with all but four responses in support of the recommendations. Noting the number one issue of the downtown merchants is pedestrian safety.

Mayor Quade announced the Executive Session would not be held until after the last business item, in light of the fact many citizens were in attendance for the TDM plan.

## **5. CONSENT AGENDA**

**MOTION:** Crowder/Rudolph. Move to approve Consent Agenda items a through d.

Motion carried unanimously. Absent: Councilmember McGinty.

The items listed are:

- a. Minutes of October 29, 2008 Special Council Meeting
- b. Minutes of November 5, 2008 Council Meeting
- c. Minutes of November 12, 2008 Council Meeting
- d. Reappointment to Boards and Commissions

## 6. MAJOR BUSINESS ITEMS

### a. 7:15 PM Public Hearing: Surplus Utility Equipment

Mayor Quade opened the public hearing at 8:14 PM.

Councilmember Berry-Maraist questioned the low value of the vehicles on the surplus list. Finance Director advised the values were depreciated values.

Mayor Quade asked for public comment. No public comments were received.

Mayor Quade closed the public hearing at 8:16 PM.

**MOTION:** Rudolph/Lord. I move to adopt Resolution 2008-19, a resolution of the City Council of the City of Poulsbo, Washington, declaring certain property originally acquired for utility purposes to be surplus to the needs of the City and authorizing the Finance Director to sell such surplus property.

Motion carried unanimously. Absent: Councilmember McGinty.

### b. Baseline Adjustments and New Program Requests

Finance Director Booher presented the recommended baseline adjustments of:

- Clerks: Postage- \$250; Repair & Maintenance- \$250
- Information Services (IS): Cisco yearly maintenance agreement- \$2,500
- Central Services: Fuel for heating- \$7,000
- Police: Marine fuel- \$185; Police fuel- \$14,200; Reserves fuel- \$750
- Care and custody of prisoners: Increase funding for prisoners costs- \$6,480
- Parks: City Utilities- City Parks \$1,500
- Streets- Fuel for vehicles \$3,200
- Water- Operating supplies \$5,000; Utility services (electrical) \$4,000

Booher advised no new programs requests are being recommended, however a additional new program request from the Planning Department, which was not included in the preliminary budget or previously presented. Planning Director Berezowsky is requesting \$25,000 for professional services for the ongoing support of the Comprehensive Plan. Booher noted the Planning Department has carryover dollars from

professional services funding not used in 2008, which will support the new program request for 2009.

Councilmember Erickson stated the Finance/Administration committee is in support of using the 2008 carryover dollars to fund the Planning Departments new program request for professional services for the Comprehensive Plan.

Councilmember Rudolph proposed the Police fuel increase request be reduced by 50%, due to the fact that fuel costs have decreased; and proposed the line item for Police overtime be moved out of the mandatory category, since it is not being recommended for funding. Councilmember Erickson noted the Council approved an additional police officer position in the 2009 budget, therefore the Finance/Administration committee felt the overtime would not be warranted.

Chief Swiney commented if the overtime and fuel funding was not approved and/or reduced, and it becomes necessary during the year to increase those items, he could come forward with a budget amendment.

**MOTION:** Rudolph/Lord. Move to recommend funding of the selected Baseline Adjustment Requests and New Program Requests to be built into the 2009 Budget as presented, with the exception the General Fund vehicle fuel items be reduced by 50%.

Motion carried unanimously. Absent: Councilmember McGinty.

**c. Interlocal Agreement with Kitsap County Health District for Management of the Stormwater Management Implementation Grant**

Public Works Director Loveless reported the City along with all cities in the county received a grant for Stormwater Management Implementation, where it is proposed the Kitsap County Health District manage the implementation.

**MOTION:** Rudolph/Berry-Maraist. Move that the Council authorize the Mayor to sign the Interlocal Agreement with the Kitsap County Health District to provide funds to the City to assist the District in carrying out the activities specified in the Kitsap Regional Illicit Discharge Detection and Elimination Clean Runoff Project.

Motion carried unanimously. Absent: Councilmember McGinty.

**d. Traffic Demand Management Study Phase I- Implementation Plan and Budget**

Assistant Public Works Director Kasiniak provided a brief overview of the Traffic Demand Management (TDM) study which was previously presented to the public and Council at the October 29, 2008 open house.

Kasiniak noted changes to the recommendations, included removal of the all-way stops at Front Street at Torval Canyon, and 4th Avenue at Arbutis.

The all-way stops recommended are:

- Front Street and Jensen Way
- Front Street and Sunset Street
- Hostmark Street/4<sup>th</sup> Avenue/Fjord/Lincoln
- Hostmark Street and 6<sup>th</sup> Avenue
- **Jensen Way and Ash Crest**
- **Jensen Way and Union Street**
- Iverson Street and 7<sup>th</sup> Avenue
- 3<sup>rd</sup> Avenue and Iverson Street
- Torval Canyon and 4<sup>th</sup> Avenue
- Viewmont Place and 4<sup>th</sup> Avenue
- Caldart Avenue and Hostmark Street
- Caldart Avenue and Mesford

Kasiniak presented the proposed TDM phase one budget of \$60,000 with funding coming from the Mesford project.

Councilmember Stern questioned why raised cross walks are not being used in lieu of stop signs, which would slow down traffic, improve pedestrian safety and seemingly address downtown merchant concerns. Kasiniak explained the factors in the decision not to include raised crosswalks in phase one were cost, raised crosswalks are permanent, and emergency vehicles prefer stop signs opposed to raised crosswalks.

Councilmember Lord and Crowder stressed the need to evaluate the changes and make modifications if needed.

Kasiniak also presented the proposed changes to the 5-way intersection at Hostmark Street, 4<sup>th</sup> Avenue, Fjord and Lincoln.

**Motion:** Berry-Maraist/Lord. Move to approve the Traffic Demand Management Phase I Implementation Plan and Budget and direct staff to prepare necessary budget amendments.

Motion carried unanimously. Absent: Councilmember McGinty.

**e. Downtown Poulsbo Parking Strategy Workshop**

Mayor Quade advised the Downtown Poulsbo Parking Strategy workshop has been pulled from the agenda, and will be presented in January 2009.

Mayor Quade received Council concurrence to take continued comments from citizens and adjourn the meeting at the end of the Executive Session.

**7. CONTINUED COMMENTS FROM CITIZENS**

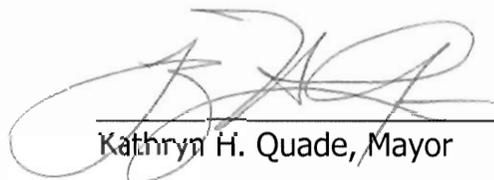
- a. Peggy Fiorini expressed several concerns with the implementation of the Traffic Demand Management phase one.
- b. June Cotner commented on the Traffic Demand Management study includes outdated information and did not feel the study accounted for the State Route 305 improvements.
- c. Bill Austin commented on the need for additional signage directing traffic downtown for shopping and dining.

**Motion:** Rudolph/Lord: Move to extend the meeting to accomplish a thirty minute Executive Session and adjourn from the Executive Session.  
Motion carried unanimously. Absent: Councilmember McGinty.

Mayor Quade recessed the meeting at 9:41 PM for a 30-minute Executive Session for the purpose of potential litigation (RCW 42.30.110(i)) and property acquisition (RCW 42.30.110(b)).

**8. ADJOURNMENT**

The meeting adjourned at 10:12 PM.

  
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Kathryn H. Quade, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk